CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 12, 2025

Council Chambers | **Regular Meeting** | **6:00 PM**

220 TEXAS BLVD., TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Mary Hart	Ward 2	Present	
Steve Thompson	Ward 3	Present	
Christie Page	Ward 4	Absent	
Cole Meador	Ward 5	Present	
Jay Davis	Ward 6	Present	

Staff Present: City Manager David Orr, Jennifer Evans, Kristin Peeples, David Waldroup, Garrett Baker, Reed Russell, Gary Smith, Brooke Stone, Rayleigh Derrick, Dusty Henslee, Mashell Daniel, J.W. Bramlett, Matt Cashatt, and Vashil Fernandez.

Municipal Court: Judge Sherry Jackson Hawkins.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER JEAN MATLOCK

III. ANNUAL COMPREHENSIVE FINANCIAL REPORT - BY CPA DAVID COLEMAN OF FORVIS MAZARS

Mr. Coleman shared highlights of the annual Fiscal Year 2024 Comprehensive Financial Report. He said the city's overall audit scope and results were unmodified "clean" opinions.

Future pronouncements effective for the city's FY2025 will be GASB Statement No. 101- *Compensated Absences* and Statement No. 102 - *Certain Risk Disclosures.*

Future pronouncements effective for the city's FY2026 will be GASB Statement No. 103 - *Financial Reporting Model Improvements* and Statement No. 104 - *Disclosure of Certain Capital Assets.*

IV. MENTAL HEALTH AWARENESS PROCLAMATION

The Mayor read the proclamation encouraging the community to increase awareness and understanding of mental health. It was presented to Community Healthcore Representative Stacy Tidwell.

Mental Health Awareness Month - May 2025

RESULT:	**CLOSE ACTION**

(Council Member Hart stepped out of the meeting at 6:13 p.m. and returned at 6:20 p.m.)

V. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings
Monday, June 09, 2025, at 6:00 p.m.
Monday, July 14, 2025, at 6:00 p.m.

Parks & Recreation Activities

May 17th, 24th, 31st, and June 7th	Farmers' Market - 8:00 am to 12:00 pm	500 N. State Line Ave
May 24th - 25th	USSSA Game Day Experience	Swanger Complex
May 30th - 31st	Allstar Tournament - hosted by Baseball Assoc. of Texarkana, Texas	Swanger Complex
June 6th - 9th	Allstar Tournament - hosted by Baseball Assoc. of Texarkana, Texas	Swanger Complex

Additional Parks & Recreation information can be found on the city's website at <http://www.texarkanatexas.gov>

Perot Theatre - Upcoming Shows

The **Judith McCarthy School of Dance - 80th Anniversary Revue!** will be held on Friday, May 16th at 7:30 pm and Saturday, May 17th at 2:00 pm and 7:00 pm.

Tickets for Perot Theatre shows are available at perottheatre.org.

The city recently held grand openings for the **Grady T. Wallace Soccer Complex** and **Swanger Sports Complex**. Both events were well attended and many comments were expressed how both complexes looked "first class"! These venues will be a great welcome to future sports fans visiting Texarkana, Texas.

VI. 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.

There were no public comments made at Open Forum.

VII. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Mayor Bruggeman reappointed Denis Washington for another term to the TexAmericas Center Board and appointed Jonathon Paxton as the new Resident Commissioner to fill an unexpired term on the Housing Authority Board.

Motion to confirm Mayoral reappointment and new appointment.

(6:21 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

VIII. ITEMS FOR CONSIDERATION

Consent Items

(6:29 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Steve Thompson, Ward 3
SECONDER:	Mary Hart, Ward 2
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

1. Consider approval of the minutes of the Regular Meeting of the City Council held on April 14, 2025 at 6:00 PM.

2. Resolution No. 2025-046 approving the Texarkana Regional Airport Executive Director to sign a work order with Garver Engineering for a self-serve AVGAS tank design and administration, with grant funds previously approved in the FY25 capital budget.

   Public Hearing:
   Council Vote: May 12, 2025

3. Resolution No. 2025-059 approving the Texarkana Regional Airport Executive Director to sign a work order with Garver Engineering for a vehicle service road design, with grant funds previously approved in the FY25 capital budget.

Public Hearing:
Council Vote: May 12, 2025

4. Resolution No. 2025-061 authorizing the City Manager to execute a contract with Ideal Pump and Service of Stuttgart, Arkansas, to replace the Wright Patman Water Treatment Plant #4 Low Service Pump for an amount not to exceed $247,600.00, with the Texas portion not to exceed $163,456.29, with funds available in the Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

   Public Hearing:
   Council Vote: May 12, 2025

5. Resolution No. 2025-062 authorizing the City Manager to execute a contract with Automated Logic Contracting Services, Inc of Richardson, Texas, to make necessary improvements to the existing HVAC system for the 801 Wood Street office, for an amount not to exceed $119,900.00, with the Texas portion not to exceed $69,290.21, with funds available in the Utility's 2024-2025 budget in the Texas Capital Improvement Fund.

   Public Hearing:
   Council Vote: May 12, 2025

6. Resolution No. 2025-063 authorizing the City Manager to execute a contract with Johnson Controls, Inc. of Fort Worth, Texas, to perform an Investment Grade Energy Audit of the Texarkana Water Utilities facilities, for an amount not to exceed $300,000, with the Texas portion not to exceed $173,370, with funds available in the Utility’s 2024-2025 budget in the Texas Capital Improvement Fund.

   Public Hearing:
   Council Vote: May 12, 2025

7. Resolution No. 2025-064 authorizing the City Manager to execute a contract with Elliott Electric Supply of Texarkana, Texas, to retrofit the switchgear serving the High Service Pump #3 for the Millwood Water Treatment Plant for an amount not to exceed $69,635.00, with the Texas portion not to exceed $40,242.06, with funds available in Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

   Public Hearing:
   Council Vote: May 12, 2025

8. Resolution No. 2025-065 authorizing the City Manager to execute a contract for the Millwood Water Treatment Plant Cleaning of the Sludge Ponds Project for an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96, with funds available in the Utility's 2024-2025 budget in the Millwood WTP Depreciation Fund.

   Public Hearing:
   Council Vote: May 12, 2025

9. Resolution No. 2025-066 approving two change orders with R.K. Hall, LLC of Paris, Texas, for Kennedy Lane and Westlawn Drive street reconstruction projects for an amount not to exceed $492,223.75 with funds budgeted in the 2022 Bond Fund (Fund 425).

   Public Hearing:
   Council Vote: May 12, 2025

10. Resolution No. 2025-071 authorizing the City Manager to execute cooperative purchasing agreements with multiple vendors for the purchase of office supplies, which may exceed $50,000 in total, with funds budgeted in various funds and across various departments.

    Public Hearing:
    Council Vote: May 12, 2025

11. Resolution No. 2025-072 authorizing the City Manager to execute a contract with HDR Engineering, Inc. of Dallas, Texas, to evaluate and recommend improvements to the raw water intake, located at Lake Wright Patman, which serves the water treatment plant located at the Graphic Packaging Mill in Domino, Texas, for an amount not to exceed $329,733, with no impact on the Utility's funds and all invoices being paid directly by Graphic Packaging, Inc.

    Public Hearing:
    Council Vote: May 12, 2025

12. Ordinance No. 2025-076 authorizing the City Manager to accept a grant from the T.L.L. Temple Foundation in the amount of $2,000,000 for support of The Assembly Line - Creator Space, REDI Set Move - Texarkana, and Pitch It Texarkana initiatives and amending the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, to add the Assembly Line Fund (Fund 249) and include budgeted revenues and expenditures in this fund in the amount of $2,000,000.

Public Hearing:
Council Vote: May 12, 2025

13. Resolution No. 2025-077 authorizing the City Manager to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of five (5) homes selected under the Texas Department of Housing and Community Affairs (TDHCA) HOME Program.

    Public Hearing:
    Council Vote: May 12, 2025

Action Items

There were no Action Items discussed at this meeting.

IX. FIRST BRIEFINGS

1. Ordinance No. 2025-060 establishing guidelines to become a Film Friendly Texas certified community, amending the Code of Ordinances by adding Article IV, “Film Friendly Texas - Texarkana" to Chapter 2, "Administrative"; and authorizing the City Manager to secure Film Friendly Texas certification from the Texas Film Commission, to oversee filming and establish additional regulations for promotion of economic development activity pertaining to commercial, movie, or television series projects.

   Public Hearing:
   Council Vote: June 9, 2025

   Brooke Stone and Rayleigh Derrick briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 6/9/2025 6:00 PM**

2. Ordinance No. 2025-073 rezoning on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1) from Single Family-2 to Single Family-3. Mai Anh Silas, owner, Randy Davis, agent.

   Public Hearing: June 9, 2025
   Council Vote: June 9, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 6/9/2025 6:00 PM**

3. Ordinance No. 2025-074 granting a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1). Mai Anh Silas, owner, and Randy Davis, agent.

   Public Hearing: June 9, 2025
   Council Vote: June 9, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 6/9/2025 6:00 PM**

4. Ordinance No. 2025-075 rezoning on a portion of an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733, located at 2021 Mall Drive (Ward 4) from General Retail to Parking. Strategic Restaurant Enterprises, Inc., owner, and Janet Reid and Jeremy Nienkamp with Texas Roadhouse, agent.

   Public Hearing: June 9, 2025
   Council Vote: June 9, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 6/9/2025 6:00 PM**

X. PUBLIC HEARINGS

1. Resolution No. 2025-049 approving the Texarkana, Texas Economic Development Strategic Work Plan.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   There were no public comments made at this hearing.
   (6:39 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Jay Davis, Ward 6
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

2. Ordinance No. 2025-052 granting a Specific Use Permit to allow one additional use of permanent cosmetics on an approximate 0.24-acre tract of land (being Tract 3A), Mary E Wills Subdivision, located at 3115 Kennedy Lane (Ward 4). Chinh Hoang, owner.

Public Hearing: May 12, 2025
Council Vote: May 12, 2025

There were no public comments made at this hearing.
(6:41 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

3. Ordinance No. 2025-053 rezoning on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1) from Two Family-2 to Planned Development-Multiple Family-1. Dennis Pascarella, owner, and David Williams, MTG Engineers and Surveyors, agent.

Public Hearing: May 12, 2025
Council Vote: May 12, 2025

David Williams presented himself for questions at this hearing.
(6:43 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

4. Ordinance No. 2025-054 amending PD-25-1 for site plan approval on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1). Dennis Pascarella, owner, and David Williams, MTG Engineering and Surveyors, agent.

Public Hearing: May 12, 2025
Council Vote: May 12, 2025

David Williams presented himself for questions at this hearing.
(6:44 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

5. Ordinance No. 2025-055 rezoning on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1) from Commercial to Single Family-3. Jermell Fulton, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Jermell Fulton addressed council at this hearing.
   (6:43 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Cole Meador, Ward 5
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

6. Ordinance No. 2025-056 granting a Specific Use Permit to allow a HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1). Jermell Fulton, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   There were no public comments made at this hearing.
   (6:47 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Cole Meador, Ward 5
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

7. Ordinance No. 2025-057 granting a Specific Use Permit to allow a HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C) R. E. Sevey HRS, A-523, located at 2591 Page Street (Ward 1). Jonathan Fowler, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   There were no public comments made at this hearing.
   (6:49 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

8. Ordinance No. 2025-058 granting a Specific Use Permit to allow a HUD code manufactured home on Lots 16-18, Block 3, City IMPROV CO West Side 2ND, located at 502 Sulphur Street (Ward 1). Leticia Perez, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   There were no public comments made at this hearing.
   (6:50 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

9. Resolution No. 2025-067 authorizing an application, in honor of Eddie Mathews, and the placement of a historical marker at the Swanger Complex from the Texas Historical Commission.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Vashil Fernandez briefed this agenda item. There were no public comments made at this hearing.
   (6:52 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

10. Resolution No. 2025-068 authorizing the identification and marking of the historic route of Trammel's Trace through Texarkana, Texas.

    Public Hearing: May 12, 2025
    Council Vote: May 12, 2025

    Vashil Fernandez briefed this agenda item. There were no public comments made at this hearing.

(6:54 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

11. Resolution No. 2025-069 supporting a grant application to the Texas Department of Transportation for the 2025 Transportation Set-Aside (TA) Call for Projects for Richmond Road.

    Public Hearing: May 12, 2025
    Council Vote: May 12, 2025

    Vashil Fernandez briefed this agenda item. There were no public comments made at this hearing.
    (6:55 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cole Meador, Ward 5
SECONDER:	Jay Davis, Ward 6
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

12. Public Hearing Continued: Summit Utilities proposed natural gas rate increase [effective date of increase suspended by Resolution No. 2025-023 to July 31, 2025]. No council action will be required at this meeting. First public hearing was held on April 14. Second public hearing was held on May 12, but not closed. Council action on this proposal, together with City staff recommendations, will be tentatively scheduled for the July 14 regular meeting.

    Summit Utilities' Brooke Parsons, Regional Director of Regulatory Affairs and Greg Strickland, Director of Operations, requested a continuance of this public hearing until the next council meeting to have additional time to provide the city more information related to Summit's proposal.

RESULT:	**MOVED FORWARD**	**Next: 6/9/2025 6:00 PM**

XI. CITY MANAGER'S REPORT

First Quarter Economic Development Report
The latest quarterly economic development report is now available. It includes information on new developments that are planned, new retail announced/recently opened, commercial construction permits, residential construction permits and much more.

The big news this past quarter was that new housing in Texarkana has grown sharply based on recent reports over the past two years. The City Council's 2024 waiver of residential

permit fees helped drive a 217% increase in permits, from 23 in 2023 to 73 in 2024. Early 2025 trends show continued strong growth.

For more information on economic development efforts, check out the city's economic development webpage at Economic Development | Texarkana, TX - Official Website (texarkanatexas.gov) <https://texarkanatexas.gov/255/Economic-Development>

T.L.L. Temple Foundation Award
The city was recently awarded a $2 million grant from the T.L.L. Temple Foundation designed to help drive economic development, workforce expansion, and business development in the Texarkana region. The city will manage the grant funds that will support three specific local economic development programs: The Assembly Line, Pitch-It Texarkana, and REDI Set Move-Texarkana.

Grant partners include the City of Texarkana, Arkansas, AR-TX REDI, Texas A&M University-Texarkana, Texarkana College, University of Arkansas Hope-Texarkana, and the Texarkana Chamber of Commerce.

Budget Advisory Committee Meeting Recap
The first FY26 Budget Advisory Committee meeting was held on Wednesday, May 7th. The meeting went well and staff appreciated the thoughtful discussion from all participants. Staff looks forward to continued collaboration moving through the budget process.

The next meeting is Wednesday, May 14th at 11:30 am focusing on TWU and regional water.

SAVE THE DATE: Joint City Council and Budget Advisory Committee meeting - May 28th at 11:30 am.

Kristin Peeples and her finance team were congratulated for the city's FY2024 clean annual audit results.

XII. ADMINISTRATIVE COMMENTS

1. City Council

   Congratulations were given to **Council Member Davis** who recently received his Master's Degree.

   Council Member Hart said two of her grandchildren recently graduated and both received a Bachelor's Degree.

   Mayor Bruggeman was proud to announce his daughter Olivia and son-in-law Caleb are expecting twin girls in October!

2. City Staff

   Staff had no administrative comments for council.

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:03 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Bruggeman, Matlock, Hart, Thompson, Meador, Davis
ABSENT:	Page

Jennifer Evans
City Secretary

Bob Bruggeman
Mayor

Briefing Sheet

Version:
Update Date: 4/22/2025 9:58 AM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Mental Health Awareness Month - May 2025

Attachments

a. Mental Health Awareness (May) (PDF)

PROCLAMATION

WHEREAS, mental health is essential to everyone's overall health and well-being and all Americans experience times of difficulty and stress in their lives; and

WHEREAS, mental health conditions are real and prevalent in our nation and prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, with early and effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, Community Healthcore is the local mental health authority assisting residents in nine East Texas counties, including Bowie County and the City of Texarkana, Texas; and

WHEREAS, Community Healthcore provides 24 hours/7 days a week crisis hotline, outpatient and inpatient mental health services, skills training, and support services for children and adults; and

WHEREAS, Community Healthcore served 3,131 Bowie County residents in fiscal year 2024.

NOW, THEREFORE, I, Bob Bruggeman, Mayor of the City of Texarkana, Texas, do hereby proclaim May 2025 as

"MENTAL HEALTH AWARENESS MONTH"

in Texarkana, Texas. I also call upon the citizens, government agencies, public and private institutions, businesses, and schools to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses.

Signed this 12th day of May, 2025.

_____

Bob Bruggeman, Mayor

_____

Jennifer Evans, TRMC, City Secretary

Attachment: Mental Health Awareness (May) (4484 : May Mental Health Awareness Proclamation)

CITY OF TEXARKANA

CITY COUNCIL

MINUTES ● APRIL 14, 2025

Council Chambers | **Regular Meeting** | **6:00 PM**

220 TEXAS BLVD., TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Mary Hart	Ward 2	Present	
Steve Thompson	Ward 3	Present	
Christie Page	Ward 4	Present	
Cole Meador	Ward 5	Present	
Jay Davis	Ward 6	Present	

Staff Present: City Manager David Orr, Jennifer Evans, Kristin Peeples, Gary Smith, Mashell Daniel, Reed Russell, Chiquita Burks, J.W. Bramlett, Robby Robertson, Karey Parker, Vashil Fernandez, David Waldroup, and Jonathan Wade.

Municipal Court: Judge Sherry Jackson Hawkins.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER MARY HART

III. SAFE DIGGING MONTH PROCLAMATION

Mayor Bruggeman read the proclamation as a reminder for all the activity related to utilities and other third-party projects occurring around the city.

Safe Digging Month - April 2025

RESULT:	**CLOSE ACTION**

IV. TEXARKANA YOUTH ADVISORY COUNCIL (TYAC) UPDATE

Trinity Chase and Brianna Lo shared a presentation featuring this year's activities and events TYAC participated in and supported. The group's future plans include redesigning and improving TYAC's social media platform, connecting with local high schools to create more volunteer opportunities, and exploring more ways to get involved in the community.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

V. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings
Monday, May 12, 2025 at 6:00 p.m.
Monday, June 09, 2025 at 6:00 p.m.

Parks & Recreation Activities

Apr 19th - 20th	NCS Softball Tournament	Wallace Park
Apr 26th - 27th	BATT Wood Bat Tournament	Wallace Park
Apr 26th	Soccer Complex Grand Opening	Wallace Park
Apr 26th	CASA 5K Run	Spring Lake Park
May 3rd	Twice as Fine Wine Fest	Spring Lake Park
May 3rd	Walk for Life	Spring Lake Park
May 10th	USSSA Baseball Tournament	Spring Lake Park

Additional Parks & Recreation information can be found on the city's website at <http://www.texarkanatexas.gov>

Perot Theatre - Upcoming Shows

The Young Audience Theater presents: **Pedal Punk,** a cirque mechanic cycle-themed steampunk show, on April 17th at 7:00 pm.

The Texarkana Symphony Orchestra presents: **Laskarov, a violinist, and Saint-Saens** on April 26th at 7:00 pm.

Outback presents: **Jeremy Camp, a Christian vocalist and guitarist,** on May 3rd at 7:00 pm.

Tickets for Perot Theatre shows are available at perottheatre.org.

The annual **Postal Carrier Drive** will be held on Saturday, May 10th. Residents can set out non-perishable food items next to their mailbox or place them in the designated box at Red River Credit Union on Summerhill Road.

On Easter Sunday, April 20th, the 86th annual **Kiwanis Easter Sunrise Service** will begin at 6:30 a.m. at Camp Preston Hunt, 6918 Tennessee Road, Texarkana, Arkansas, off Hwy 82 East. The service will be held at the outdoor amphitheater or dining hall depending upon the weather. The Liberty-Eylau High School Choir will perform and Reverend Rod LaGrone will conduct the service.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

Couuncil Member Christie Page received an award for **International Women's Month** in March. She was recognized for her outstanding leadership and commitment to the City of Texarkana, Texas. KUDOS to Council Member Page!

VI. 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.

Gary Gathright, Operations Director of the Alzheimer's Alliance, announced this year's **Wine Festival** will be the 10th annual and held on Saturday, May 3rd. It's been a very successful event over the years, with last year's attendance over 6,000. He especially thanked the city's Parks & Recreation staff for their continued support in maintaining and beautifying Spring Lake Park.

VII. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Council Member Davis recommended the reappointment of Linda Hooks to the Community Healthcore Board.

Council Member Meador recommended the reappointment of Steve Mayo and the new appointments of Denis Washington, Lesley Ledwell, and Rob Sitterley to the Industrial Development Corporation.

Mayor Bruggeman made the new appointment of Jason Thomson to the Airport Authority Board. Mr. Thomson will fill the remaining term of Matt Robertson who resigned due to his appointment to the Pleasant Grove ISD School Board.

Motion to make appointments, reappointments, and confirm Mayoral appointment.

(6:27 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Steve Thompson, Ward 3
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

VIII. ITEMS FOR CONSIDERATION

Consent Items

(6:30 p.m.)

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Christie Page, Ward 4
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

1. Consider approval of the minutes of the Regular Meeting of the City Council held on March 10, 2025 at 6:00 PM.

2. Resolution No. 2025-044 authorizing the City Manager to execute a contract with Tatum Excavating Company, Inc. of Texarkana, Texas, in an amount not to exceed $1,694,970, for the West Park Boulevard street reconstruction project, and reimburse Arklatex Real Estate, LP, in an amount not to exceed $47,400, for the relocation of an existing billboard sign with funds budgeted in the TIRZ #1 Fund (Fund 116) and 2019 TIRZ Bond Fund (Fund 424).

   Public Hearing:
   Council Vote: April 14, 2025

3. Resolution No. 2025-045 approving the Texarkana Airport Executive Director to sign documents necessary to renew the $3 million line of credit with Farmers Bank for three (3) years.

   Public Hearing:
   Council Vote: April 14, 2025

4. Resolution No. 2025-051 authorizing the City Manager to execute a contract for the South Wake Village Road Sewer Improvements Project in an amount not to exceed $485,690.20. Funds are available, in the amount of $485,690.20, in the TWU 2024-2025 budget Texas Capital Improvement Fund.

   Public Hearing:
   Council Vote: April 14, 2025

Action Items

5. Resolution No. 2025-047 urging congressional support for Red River Army Depot.

   Public Hearing:
   Council Vote: April 14, 2025

   City Manager Orr briefed this agenda item.
   (6:32 p.m.)

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

6. Resolution No. 2025-050 authorizing the City Manager to execute a contract with Mead and Hunt, Inc. of Arlington, Texas, to update the Technically Based Local Limits for the South Regional, North Texarkana, and Waggoner Creek WWTPs, for the Cities of Texarkana, Texas, and Texarkana, Arkansas, in an amount not to exceed $213,364.00, with the Texas portion not to exceed $139,760.73, with funds available in the TWU 2024-2025 budget Texas Capital Improvement Fund.

   Public Hearing:
   Council Vote: April 14, 2025

   Gary Smith, accompanied by David Waldroup, briefed this agenda item.
   (6:35 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Christie Page, Ward 4
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

IX. FIRST BRIEFINGS

1. Resolution No. 2025-049 approving the Texarkana, Texas Economic Development Strategic Work Plan.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   City Manager Orr briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 5/12/2025 6:00 PM**

2. Ordinance No. 2025-052 granting a Specific Use Permit to allow one additional use of permanent cosmetics on an approximate 0.24-acre tract of land (being Tract 3A), Mary E Wills Subdivision, located at 3115 Kennedy Lane (Ward 4). Chinh Hoang, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

RESULT:	MOVED FORWARD	Next: 5/12/2025 6:00 PM

3. Ordinance No. 2025-053 rezoning on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1) from Two Family-2 to Planned Development-Multiple Family-1. Dennis Pascarella, owner, and David Williams, MTG Engineers and Surveyors, agent.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/12/2025 6:00 PM

4. Ordinance No. 2025-054 amending PD-25-1 for site plan approval on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1). Dennis Pascarella, owner, and David Williams, MTG Engineering and Surveyors, agent.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/12/2025 6:00 PM

5. Ordinance No. 2025-055 rezoning on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1) from Commercial to Single Family-3. Jermell Fulton, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/12/2025 6:00 PM

6. Ordinance No. 2025-056 granting a Specific Use Permit to allow a HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1). Jermell Fulton, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

RESULT:	**MOVED FORWARD**	**Next: 5/12/2025 6:00 PM**

7. Ordinance No. 2025-057 granting a Specific Use Permit to allow a HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C) R. E. Sevey HRS, A-523, located at 2591 Page Street (Ward 1). Jonathan Fowler, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 5/12/2025 6:00 PM**

8. Ordinance No. 2025-058 granting a Specific Use Permit to allow a HUD code manufactured home on Lots 16-18, Block 3, City IMPROV CO West Side 2ND, located at 502 Sulphur Street (Ward 1). Leticia Perez, owner.

   Public Hearing: May 12, 2025
   Council Vote: May 12, 2025

   Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 5/12/2025 6:00 PM**

X. PUBLIC HEARINGS

1. Resolution No. 2025-023 suspending the effective date for ninety (90) days in connection with the application of Summit Utilities Arkansas, Inc., to increase natural gas rates; and requesting that Summit produce additional information.

   Public Hearing: April 14, 2025
   Council Vote: April 14, 2025

   Jeff Lewis briefed this agenda item. There were no public comments made at this hearing.
   (6:49 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Jay Davis, Ward 6
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

2. Ordinance No. 2025-043 rezoning on an approximate 14.144-acre tract of land (being Tract 98A), M.H. Janes HRS, A-305, located at 7970 Hampton Road (Ward 5) from Single Family-2 to Commercial. Ryan Berry, owner, and Terry Moore, agent.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

Public Hearing: April 14, 2025
Council Vote: April 14, 2025

Terry Moore addressed council at this hearing.
(6:52 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Steve Thompson, Ward 3
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

3. Resolution No. 2025-048 authorizing the application for the placement of four (4) historical markers on city property, which are named as follows: (1) City Hall Historical Marker, (2) Albert Prince Marshall Historical Marker, (3) The Adams-Onis Treaty of 1819 Historical Marker, and (4) Highland and Bingham Park Historic District Historical Marker, from the Texas Historical Commission.

Public Hearing: April 14, 2025
Council Vote: April 14, 2025

Vashil Fernandez briefed this agenda item. There were no public comments made at this hearing.
(6:54 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Christie Page, Ward 4
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

XI. CITY MANAGER'S REPORT

Storm & Flooding Update - April 2025
Texarkana experienced a significant rain event over the April 5th weekend, with approximately 8.5 inches of rain - seven inches of which fell within a 12-hour period-qualifying it as a 50-year storm event. With the Disaster Declaration issued by Bowie County Judge Bobby Howell, City staff created a letter with instructions for residents to report damages to the Texas Division of Emergency Management. This information will be shared directly with affected residents and posted online. A floodplain FAQ flyer and additional resources have also been distributed to residents.

Texarkana Water Utilities Advanced Metering Infrastructure (AMI) Project Update
Installation of the Advanced Metering Infrastructure (AMI) system is well underway. The initial two-week rollout was intentionally paced to closely monitor data integration and system performance. With successful results confirmed, the city began ramping up installations starting April 7th. Additional installers are on site increasing the installation rate to approximately 100 meters per day.

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

To keep the public informed, staff will update TWU's website every Monday with the latest work locations. Door hangers will also be placed in neighborhoods prior to installation work.

SAVE THE DATES:
TML Region 15 Meeting, Texarkana Convention Center, Thursday, April 17th 5:30 pm-8:00 pm.

Grand Opening for Grady T Wallace Soccer Complex | Saturday, April 26th | 10:00 am

XII. ADMINISTRATIVE COMMENTS

1. City Council

   Mayor Bruggeman gave a special THANKS to the street, police, and fire departments for their response to the recent torrential rain in Texarkana.

2. City Staff

   Staff had no administrative comments for staff.

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(6:59 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Christie Page, Ward 4
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

Jennifer Evans
City Secretary

Bob Bruggeman
Mayor

Minutes Acceptance: Minutes of Apr 14, 2025 6:00 PM (Consent Items)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/9/2025 12:58 PM

Lead Department: City Secretary **Action Officer:** Angie Clinton, Admin Coordinator

Subject: Resolution No. 2025-046 approving the Texarkana Regional Airport Executive Director to sign a work order with Garver Engineering for a self-serve AVGAS tank design and administration, with grant funds previously approved in the FY25 capital budget.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, approving the Texarkana Airport Executive Director to sign a work order with Garver for self-serve avgas tank design and administration, with grant funds previously approved in FY 25 capital budget.

Potential Options:

- Approve
- Deny

Fiscal Implications:

$41,392.50

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-046 RES Airport-Fuel System (DOCX)
b. 2025-046 ATTH 01 Airport-Fuel System (PDF)

c. 2025-046 ATTH 02 Airport-Fuel System (PDF)
d. 2025-046 Goals & Perspectives (DOCX)
e. 2025-046 RES AIRPORT Fuel System signed (PDF)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	04/24/2025 3:39 PM
City Manager	David Orr	City Manager Review	Completed	04/24/2025 4:41 PM
City Manager	Angie Clinton	City Manager Review	Skipped	04/23/2025 10:32 AM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER ENGINEERING LLC FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION, WITH GRANT FUNDS PREVIOUSLY APPROVED IN FY 25 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana Arkansas and Texarkana Texas; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect, and police the airport; and,

WHEREAS, aircraft operation counts have been dropping year over year since 2023; and,

WHEREAS, aircraft operation counts are utilized by the Federal Aviation Administration to justify having an Air Traffic Control Tower; and,

WHEREAS, the Air Traffic Control Tower allows commercial carriers to operate safely and efficiently out of the Texarkana Regional Airport; and,

WHEREAS, fuel prices at the airport have been the highest in the region for over a decade; and,

WHEREAS, Garver Engineering LLC has provided a work order for Self-Service Fuel Tank design and administration in the amount of $84,000; and,

WHEREAS, the work will be funded by a $300,000 grant from the Arkansas Division of Aeronautics; and,

WHEREAS, a grant match of $41,392.50 was approved in the FY25 Capital Budget.

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

SECTION 1: The City of Texarkana, Texas approves the Executive Director signing an agreement with Garver Engineering LLC for Self-Service Fuel Tank design and administration in the amount of $84,000.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-046 RES Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 042225A
A RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana AR and Texarkana TX; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect and police the airport; and,

WHEREAS, Aircraft Operation counts have been dropping year over year since 2023; and,

WHEREAS, Aircraft Operation counts are utilized by the Federal Aviation Administration to justify having an Air Traffic Control Tower; and,

WHEREAS, The Air Traffic Control Tower allows our commercial carriers to operate safely and efficiently out of our airport; and,

WHEREAS, Fuel prices at the Airport have been the highest in the region for over a decade; and,

WHEREAS, Garver Engineering has provided a work order for Self-Service Fuel Tank design and administration in the amount of $84,000; and,

WHEREAS, the work will be funded by a grant from the Arkansas Division of Aeronautics,

NOW, THEREFORE, BE IT RESOLVED BY THE TEXARKANA AIRPORT AUTHORITY THAT:

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with Garver engineering for Self-Service Fuel Tank design and administration in the amount of $84,000.

Adopted this 27th day of March 2025

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-046 ATTH 01 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

Work Order No. 2500161-1

to the

Master Agreement

For

Professional Services

Texarkana Regional Airport Authority

Project No. 2500161

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

This WORK ORDER ("Work Order") is made by and between the **Texarkana Regional Airport Authority** (hereinafter referred to as "**Owner**") and **Garver, LLC**, (hereinafter referred to as "**Garver**" or "**Engineer**") in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on **August 1, 2024** (the "Agreement").

Under this Work Order, the Owner intends to **install a Self-Serve AVGAS Fuel System**:

12,000 Gallon Fuel System with 24-hour Self-Serve Access

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

- 1.1.1 Project Administration, Surveying Services, Spill Prevention Control & Countermeasure Plan (SPCC), Fuel System Design Services, Bidding Services, Construction Phase Services, and Project Closeout Services as described in Appendix A.

1.2 In addition to those obligations set forth in the Agreement, Owner shall:

- 1.2.1 Give thorough consideration to all documents and other information presented by Garver and informing Garver of all decisions within a reasonable time so as not to delay the Services.
- 1.2.2 Make provision for the Personnel of Garver to enter public and private lands as required for Garver to perform necessary preliminary surveys and other investigations required under the applicable Work Order.
- 1.2.3 Furnish Garver such plans and records of construction and operation of existing facilities, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of Owner. Such documents or data will be returned upon completion of the Services or at the request of Owner.
- 1.2.4 Pay all plan review and advertising costs in connection with the project.
- 1.2.5 Provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as Owner may require.
- 1.2.6 Furnish permits, permit fees, and approvals from all governmental authorities having jurisdiction over the project and others as may be necessary for completion of the project.

SECTION 2 – PAYMENT

For the Services set forth above, Owner will pay Garver as follows:

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Project Administration	$4,100	LUMP SUM
Surveying Services	$6,300	LUMP SUM
Spill Prevention Control & Countermeasure Plan	$5,200	LUMP SUM
Fuel System Design Services	$37,000	LUMP SUM
Bidding Services	$5,900	LUMP SUM
Construction Phase Services	$23,500	LUMP SUM
Project Closeout Services	$2,000	LUMP SUM
TOTAL FEE	$84,000.00	

The lump sum amount to be paid under this Work Order is **$84,000**. For informational purposes, a breakdown of Garver's estimated costs is included herein with approximate current hourly rates for each employee classification.

As directed by the Owner, some billable Services may have been performed by Garver prior to execution of this Work Order. Payment for these Services will be made in accordance with the fee arrangement established herein, as approved by the Owner.

Additional Services (Extra Work). For services not described or included in Section 2, but requested by the Owner in writing, the Owner will pay Garver as expressly set forth in the applicable Amendment.

SECTION 3 – APPENDICES

3.1 The following Appendices are attached to and made a part of this Work Order:
- 3.1.1 Appendix A - Scope of Services
- 3.1.2 Appendix B – Fee Spreadsheet
- 3.1.3 Appendix C – Project Sketch

This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

The effective date of this Work Order shall be the last date written below.

TEXARKANA REGIONAL AIRPORT AUTHORITY	GARVER, LLC
By: _____ *Signature*	By: _____ *Signature*
Name: _____ *Printed Name*	Name: Blake Roberson *Printed Name*
Title: _____	Title: Vice President
Date: _____	Date: April 17, 2025
Attest: _____	Attest: Jordan Culver

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX A
SCOPE OF SERVICES

Generally, the Scope of Services includes the following professional services for improvements to the General Aviation Ramp at Texarkana Regional Airport. Improvements will consist primarily of installation of a self-serve AVGAS (100LL) fuel system and tank. as shown in Appendix C.

- Project Administration
- Surveying Services
- Spill Prevention Control & Countermeasure Plan (SPCC)
- Fuel System Design Services
  - 90% Final Design
  - 100% Issued for Bid
- Bidding Services
- Construction Phase Services
- Project Closeout Services

1. PROJECT ADMINISTRATION

1.1. Garver will serve as the Owner's representative for the project and furnish consultation and advice to the Owner during the performance of this service. Garver will attend conferences alone or with Owner's representatives, local officials, state and federal agencies, and others regarding the scope of the proposed project, its general design, functions, and impacts.

1.2. Garver will assist in development of an Arkansas Division of Aeronautics grant application and assist the Owner with obtaining funding.

1.3. Garver will assist in development of grant reimbursement packets for review, execution, and submittal to the Arkansas Division of Aeronautics by the Owner.

2. SURVEYING SERVICES

2.1. Design Surveys. Garver will provide field survey data from field work for designing the project, and this survey will be tied to the Owner's control network. Survey team members will complete badge training at the Airport prior to conducing survey.

2.2. Garver will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Buildings and other structures, airfield pavements, streets, drainage features, airfield lights and signs, fences, trees over eight inches in diameter, visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be present at and/or along the project site, will be located.

2.3. Garver will assemble data obtained during the performance of the field surveys in an AutoCAD Civil3D base map drawing to be utilized for design of the project.

3. SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN (SPCC)

3.1. Garver will develop a new Spill Prevention Control and Countermeasure Plan (SPCC) to be submitted to the Arkansas Department of Environmental Quality for review. Garver will incorporate comments from the review agency.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

4. FUEL SYSTEM DESIGN SERVICES

4.1. General: Garver will prepare performance-based plans, performance-based specifications, instructions to bidders, general provisions, and special provisions, all based on guidelines furnished to Garver by the Owner, State, and FAA, or internally developed by Garver. Contract Documents (plans, specifications, and estimates) will be prepared for the award of two (2) contracts; one contract will be for the procurement of the tank and dispensing equipment and the second contract will be for the site contractor to install the tank. These designs shall conform to the standards of practice ordinarily used by members of GARVER's profession practicing under similar conditions.

4.2. Owner / Agency Coordination: Garver's project manager and/or design team will coordinate with the Owner as necessary to coordinate design decisions, site visits, document procurement, or other design needs. Garver will review a Fueling System Design Development Checklist with the Owner, their branding representative (if applicable), and the AHJ to coordinate design decisions. Garver will conduct a plan review meeting with the AHJ upon completion of 90% design.

4.3. Project Management Plan / Quality Control Procedures

5.3.1 Garver will develop a project specific project management plan. The project management plan will include the project background, scope of work, stakeholder contact information, project team organization and roles, design criteria, project schedule, deliverables, and quality control procedures.

5.3.2 Garver will complete quality control reviews for each deliverable prior to any design submission to Owner. Quality control reviews will be completed by qualified project managers who are experienced in the relevant discipline and design elements under review. Bi-weekly internal progress meetings will be held during all design phases to ensure adequate quality control throughout the design phases.

4.4. Environmental Coordination

4.4.1. Garver will coordinate and complete documentation for submission to FAA to receive environmental clearance for the project. Documentation will include that required by the documented CATEX questionnaire of FAA SOP 5.0. The following environmental agency coordination is expected:

- US Fish and Wildlife Service (USFWS)
- Arkansas Historic Preservation Office
- US Army Corps of Engineers

4.5. Airspace Analysis: Garver will prepare and submit the project to the FAA for permanent airspace clearance on the Obstruction Evaluation and Airport Airspace Analysis (OE/AAA) website and coordinate with FAA representatives.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

4.6. Existing Conditions Review

4.6.1. Record Document Review: Garver will review record document data from the vicinity of the construction site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports.

4.6.2. Site Visits: Garver's civil and electrical engineers will perform one (1) site visit to the project site to review existing conditions and evaluate survey and record document data.

4.7. Utility Design and Coordination: The following utilities are expected to be included within the scope of the project. Garver will coordinate with the Owner and applicable utility owners for design reviews and coordination.

- SWEPCO – Holly Zacharias – 903-556-8915

Garver shall conduct coordination meetings among all known affected utility owners to enable them to coordinate efforts for any necessary utility service extension. Garver will include the surveyed locations of the observable and marked utilities in the construction plans.

4.8. Plan Set Development

Garver will develop performance-based plans outlining the Owner's preference for the fuel system and general guidance for the fuel system design. Garver will not provide detailed drawings for the fuel system, structural, electrical, mechanical, or piping elements. The detailed final design of the fuel system and all its appurtenances and elements will be delegated to the bidders/contractors proposing the system. The drawings provided by the contractor during the submittal review process shall be stamped by a licensed engineer in the state of the project and shall reference the applicable building and fire codes.

The following matrix details the plan drawings to be included in each design submittal.

Plan Set	Design Phase	
	90% Final	100% Issued for Bid
Cover Sheet and Index of Sheets	X	X
Project Layout and Survey Control Plan	X	X
General Notes	X	X
Construction Safety and Phasing Plan	X	X
Fueling Facility Site Plan	X	X
Civil Details	X	X
Electrical Legend and Notes	X	X
Electrical Details	X	X
Fuel Farm Rack Details	X	X
Emergency Shut-Off Station Details	X	X
One-Line Diagram	X	X
Panel Schedule	X	X

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

4.9. Specifications and Contract Documents

4.9.1. Technical Specifications: Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10 or when state or local standards are approved by the FAA. The specifications produced by Garver for the fuel system shall be considered performance specifications and will not include any mechanical, electrical, or structural design for the fuel system. The performance specifications are intended to direct final design to the construction contractor, who shall be responsible for the completed engineering design.

4.9.2. Construction Contract Documents: Garver will develop construction contract documents based on EJCDC standards. Final construction contract documents will be submitted to the Owner for final review and approval.

4.10. Quantities and Engineer's Opinion of Probable Cost: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be completed by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost.

4.11. Design Services Submission and Meeting Summary: The following design submittal phases shall be included in the fee summary. A summary of each design phase and the associated review meetings is included below.

4.11.1. 90% Final Design

4.11.1.1. Garver will develop 90% final design plans, specifications, and engineer's report and submit these to the Owner for review. It is anticipated that the Owner will review the design submission within two weeks.

4.11.1.2. At the completion of the Owner review period, Garver will meet with the Owner to review the 90% final design plans, specifications, and engineer's report and to receive Owner comments and direction.

4.11.2. 100% Issued for Bid (IFB): Garver will develop 100% IFB plans and specifications and submit these to the Owner for review. It is anticipated that the Owner will review the IFB submission within one week.

5. BIDDING SERVICES

5.1. Bidding. Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend a pre-bid conference and receive and process deposits for Bidding Documents. The Owner will pay advertising costs outside of this contract.

5.2. Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

5.3. Garver will attend the virtual bid opening, prepare a bid tabulation, and assist the Owner in evaluating bids or proposals.

6. CONSTRUCTION PHASE SERVICES

6.1. Upon completion of bidding services, Garver shall begin the construction phase of the work and will accomplish the tasks further described below.

6.2. Issued for Construction (IFC) Documents

6.2.1. Garver will compile bid addendums and any other necessary plan changes due to post-bid project updates and/or funding changes into a final Issued for Construction (IFC) set of plans and specifications and assist the Owner with awarding the two contracts.

6.3. Submittals

6.3.1. Garver will evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.

6.4. Notice to Proceed & Preconstruction Meeting

6.4.1. Garver will issue a Notice to Proceed letter to the Contractor and attend preconstruction meeting. Garver will provide meeting minutes for submission to all parties at the conclusion of the meeting.

6.5. Progress Meetings

6.5.1. As a minimum, Garver's Project Manager, will attend weekly progress meetings with the Owner and Contractor. It is expected that 3 meetings will be held on-site, and 4 meetings will be held via conference call. To the extent possible, progress meetings and visits to the site of the work should be scheduled to coincide with each new phase of construction and other times when Garver's presence is desirable. Garver's project engineer or his qualified representative will be available at all times work is in progress for telephone contact.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

6.6. Owner Coordination

6.6.1. Garver will consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop.

6.7. RFIs

6.7.1. Garver will issue instructions to the Contractor on behalf of the Owner and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.

6.8. Progress Payments

6.8.1. Garver will prepare Contractor's progress payment requests based on the actual quantities of contract items completed and accepted and will make a recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.

6.9. Record Drawings

6.9.1. Garver will maintain a set of working drawings and provide information for preparation of record drawings of the completed project. This information will be incorporated into final record drawings and final record drawings will be provided to the Owner after project completion.

6.10. Change Orders

6.10.1. When authorized by the Owner, Garver will prepare change orders or supplemental agreements for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay Garver an additional fee to be agreed upon by the Owner and Garver.

6.11. Final Inspection

6.11.1. Garver will participate in a pre-final walkthrough with the Owner. Garver will also participate in a final project inspection with the Owner and Contractor, prepare a punch list, review final project closeout documents, and submit the final pay request.

7. PROJECT CLOSEOUT SERVICES

7.1. At the conclusion of construction, Garver will assist the Owner with project closeout by providing a final project report which will include all necessary documents required for the Arkansas Division of Aeronautics grant closeout. Closeout documentation will be provided within 60 days of the final payment to the Contractor. Garver will also update the airport's ALD to show the completed project as "existing" and coordinate the submission of the updated ALD through OE/AAA.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

8. **PROJECT DELIVERABLES**

8.1. The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.

- 90% Final Design Plans, Specifications, and Engineer's Estimate to the Owner and AHJ.
- 100% Issued for Bid Plans, Specifications, and Engineer's Estimate to the Owner and AHJ.
- Issued for Construction Specifications to the Owner and Tank Manufacturer.
  - Three hard copies to the Tank Manufacturer
  - Two copies to the Owner
- Issued for Construction Plans and Specifications to the Owner and Site Contractor.
  - Three hard copies to the Contractor
  - Two copies to the Owner
- Reviewed submittals to the Contractor.
- Record Plans and Specifications to the Owner.
  - One hard copy to the Owner.
- Other electronic files as requested.

9. **ADDITIONAL SERVICES**

9.1. The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.

- Redesign for the Owner's convenience or due to changed conditions after previous alternate direction. Changes conditions may include, but are not limited to major changes to pavement, building, or utility alignments.
- Deliverables beyond those listed herein.
- Environmental assessment. Should project require more than a categorical exclusion, an environmental assessment will be covered under an amendment.
- Mechanical and electrical design associated with fuel system.
- Assistance with procurement of Aboveground Storage Tank Installation Permit from State Fire Marshal or any other Federal, State, or local permits. The Issued for Bid documents and Issued for Construction documents will spell these requirements out.
- Pavement Design.
- Design of any utility work other than electrical service for proposed fuel system.
- Engineering, architectural, or other professional services beyond those listed herein.
- Retaining walls or other significant structural design.
- Preparation of a Storm Water Pollution Prevention Plan (SWPPP).
- On-Site Construction Observation and Construction Materials Testing.
- Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
- Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
- Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.

10. **SCHEDULE**

10.1. Garver shall begin work under this Agreement upon execution of this Agreement and shall complete the work within a mutually agreeable schedule with the Owner.

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

FEE SUMMARY

	Title I Service	Estimated Fees
Lump Sum	Project Administration	$ 4,100.00
Lump Sum	Surveying Services	$ 6,300.00
Lump Sum	Spill Prevention Control & Countermeasure Plan (SPCC)	$ 5,200.00
Lump Sum	Fuel System Design Services	$ 37,000.00
Lump Sum	Bidding Services	$ 5,900.00
	Subtotal for Title I Service	**$ 58,500.00**

	Title II Service	Estimated Fees
Lump Sum	Construction Phase Services	$ 23,500.00
Lump Sum	Project Closeout Services	$ 2,000.00
	Subtotal for Title II Service	**$ 25,500.00**
	Total All Services	**$ 84,000.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

PROJECT ADMINISTRATION

WORK TASK DESCRIPTION	E-4	E-2	E-1	AM-2
	Aviation NLR	Aviation FYV ADC Civil	Aviation NLR	Aviation Delta Director
	hr	hr	hr	hr
1. Project Administration				
Coordination with Client	4			
CATEX Coordination with FAA	2	3		
Coordination with AR Division of Aeronautics	2			
Contract Preparation	3			
Draft and Submit State Grant Application	2			2
Develop Quality Control Plan	1			
Schedule Development and Updates	1			
Subtotal - Project Administration	**15**	**3**	**0**	**2**

Hours	**15**	**3**	**0**	**2**

SUBTOTAL - SALARIES: **$4,011.00**

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	$43.00
Postage/Freight/Courier	$46.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **$89.00**

SUBTOTAL: **$4,100.00**

SUBCONSULTANTS FEE: **$0.00**

TOTAL FEE: **$4,100.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

SURVEYING SERVICES

	WORK TASK DESCRIPTION	E-4	S-5	2-Man Crew (GPS Survey)
		Aviation NLR	FS Survey NLR	FS Survey NLR
		hr	hr	hr
1.	**Administration**			
	Develop Survey Field Work Exhibits	1		
	Coordinate with Survey Crew		1	
	Subtotal - Administration	**1**	**1**	**0**
2.	**Surveys - Topographic**			
	Review of Existing Control Points		1	1
	Topographic Surveys			10
	Data Processing/DTM Preparation		6	
	Develop Survey Basemap and Existing Surface		2	
	QC Review of Survey Data		1	
	Subtotal - Surveys - Topographic	**0**	**10**	**11**

Hours	**1**	**11**	**11**
SUBTOTAL - SALARIES:		**$5,930.00**
DIRECT NON-LABOR EXPENSES		
Document Printing/Reproduction/Assembly		$111.00
Postage/Freight/Courier		$39.00
Travel Costs (1 Trip @ $220/Trip)		$220.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:		**$370.00**
SUBTOTAL:		**$6,300.00**
SUBCONSULTANTS FEE:		**$0.00**
TOTAL FEE:		**$6,300.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN (SPCC)

WORK TASK DESCRIPTION	E-4	E-1	ES-4	ES-1
	Aviation NLR	Aviation NLR	Trans RC Planning & Envir	Trans RC Planning & Envir
	hr	hr	hr	hr
1. Environmental				
Coordinate Project with Environmental Team	1		1	1
Development of SPCC			5	13
Internal QC	1		2	1
Coordination with ADEQ			1	1
Address Comments from ADEQ	1		2	2
Subtotal - Environmental	**3**	**0**	**11**	**18**

Hours	**3**	**0**	**11**	**18**

SUBTOTAL - SALARIES:	**$5,171.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$29.00
Postage/Freight/Courier	$0.00
Travel Costs	$0.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$29.00**
SUBTOTAL:	**$5,200.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$5,200.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

FUEL SYSTEM DESIGN SERVICES

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	Aviation NLR	Aviation FYV ADC Civil	Aviation FYV ADC Civil	Aviation Delta Director
	hr	hr	hr	hr
1. Project Administration				
Pre-Design Checklist Meeting with Stakeholders (2 people, virtual)	1		1	
Coordination with AHJ	2			
Internal (Bi-Weekly) Progress Meetings (2 Meetings)	3	1	1	
Internal Quality Control (QC) Review	9	5		
Attend AHJ Plan Review Meeting (2 People, virtual)	1		1	
Attend Final Plan Review Meeting (2 People, virtual)	1		1	
Prepare and Distribute Final Review Meeting Minutes and Tasks	1		1	
Permanent Development OEAAA Submission			1	
Construction Equipment OEAAA Submission			1	
Design Site Visit (2 People, 1 Visit)	6		7	
Subtotal - Project Administration	**24**	**6**	**14**	**0**
2. Civil Engineering				
Existing Conditions Review	1	1	2	
Tank Footing Structural Design	1	7	2	
Final Plans				
Cover Sheet & Index of Sheets	1	1	2	
Project Layout and Survey Control Plan	1	1	3	
General Notes	1	1	3	
Construction Safety and Phasing Plan	1	3	5	
Fueling Facility Site Plan	2	2	10	
Civil/Miscellaneous Details	2	3	10	
Develop Final Construction Contract Documents	1	2	6	2
Develop Final Technical Specifications		3		1
Develop Final Supplemental Specifications	3	1		1
Develop Final Quantities		2	3	
Develop Final Opinions of Probable Construction Costs	3			
Incorporate QC Review Comments	4	1	7	
Incorporate Final (Owner/AHJ) Review Comments	2		4	
Subtotal - Civil Engineering	**23**	**28**	**57**	**4**
3. Electrical Engineering				
Existing Conditions Review	1		2	
Develop One-Line Diagram			6	
Power Utility Coordination	2		3	
Final Plans				
Electrical Legend & Notes	1		2	
Electrical Details	1		6	
Fuel Farm Rack Details	1		6	
Emergency Shut-Off Station Details	1		6	
One-Line Diagram	1			
Panel Schedule	1			
Develop Final Supplemental Specifications	3		4	
Develop Final Quantities			4	
Incorporate QC Review Comments	2		5	
Incorporate Final (Owner/AHJ) Review Comments	1		2	
Subtotal - Electrical Engineering	**15**	**0**	**46**	**0**
Hours	**62**	**34**	**117**	**4**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

SUBTOTAL - SALARIES:	**$36,677.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$68.00
Postage/Freight/Courier	$35.00
Travel Costs (1 Trip @ $220/Trip)	$220.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$323.00**
SUBTOTAL:	**$37,000.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$37,000.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

BIDDING SERVICES

WORK TASK DESCRIPTION	E-4	E-1	E-1	AM-2
	Aviation NLR	Aviation NLR	Aviation FYV ADC Civil	Aviation Delta Director
	hr	hr	hr	hr
1. Civil Engineering				
Dispense Plans and Specs to Prospective Bidders				1
Review and Respond to Request for Information (RFI)	4			
Draft and Distribute Addendums	2		5	
Prepare for Pre-Bid Meeting	1			1
Attend Pre-Bid Meeting (1 person, on-site)	6			
Bid Opening (1 person, virtual)	1			1
Prepare Bid Tabulation				1
Evaluate Bids and Prepare Recommendation of Award	2			3
Subtotal - Civil Engineering	**16**	**0**	**5**	**7**
2. Electrical Engineering				
Draft Addendums		4		
Attend Pre-Bid Meeting (1 person, virtual)		1		
Subtotal - Electrical Engineering	**0**	**5**	**0**	**0**
Hours	**16**	**5**	**5**	**7**

SUBTOTAL - SALARIES:	**$5,578.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$55.00
Postage/Freight/Courier	$47.00
Travel Costs (1 Trip @ $220/Trip)	$220.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$322.00**
SUBTOTAL:	**$5,900.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$5,900.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

CONSTRUCTION PHASE SERVICES

WORK TASK DESCRIPTION	E-4	E-1	E-1	AM-2
	Aviation NLR	Aviation NLR	Aviation FYV ADC Civil	Aviation Delta Director
	hr	hr	hr	hr
1. Civil Engineering				
Prepare IFC Plans and Specs and submit to Contractor			2	2
Prepare Contract Documents	1			3
Prepare and Distribute Notice to Procure	1			1
Prepare and Distribute Notice To Proceed				1
Prepare for Preconstruction Meeting	1			1
Attend Preconstruction Meeting (1 person, on-site)	6			
Prepare and Distribute Preconstruction meeting minutes	1			
Prepare Contractor Pay Application (4 applications)	2			4
Develop Submittal Log	1			
Prepare Change Orders	3		3	1
Response to Contractor Inquiries	10			
Prepare for and Attend (Virtual) Progress Meetings (1 person, 4 meetings)	4			
Site Visits (1 person, 2 Trips)	20			
Shop Drawings/Submittal Review & Responses	9			4
QA Test Results Review	1			
Final Inspection and Punchlist	5			
Punchlist Coordination	2			
Final Walkthrough	4			
Develop and Distribute Record Documents	1		6	
Subtotal - Civil Engineering	**72**	**0**	**11**	**17**
2. Electrical Engineering				
Submittal Log		1		
Attend Preconstruction Meeting (1 person, virtual)		1		
Change Orders		3		
Response to Contractor Inquiries		4		
Shop Drawings/Submittal Review & Responses		4		2
Final Inspection and Punchlist		7		
Subtotal - Electrical Engineering	**0**	**20**	**0**	**2**
Hours	**72**	**20**	**11**	**19**

SUBTOTAL - SALARIES:	**$21,983.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$97.00
Postage/Freight/Courier	$100.00
Travel Costs (6 Trips @ $220/Trip)	$1,320.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$1,517.00**
SUBTOTAL:	**$23,500.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$23,500.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

PROJECT CLOSEOUT SERVICES

WORK TASK DESCRIPTION	E-4	E-1	AM-2
	Aviation NLR	Aviation NLR	Aviation Delta Director
	hr	hr	hr
1. Civil Engineering			
Prepare and Submit Final Reconciliation Change Order			1
Assemble and Review Summary of Project Costs	1		1
ALD Drafting		1	
ALD Upload to OEAAA	1	1	
Prepare and submit documents for facility diagram updates		1	
Assemble Post Construction Photographs		1	1
Complete Construction Closeout Checklist	2		2
Subtotal - Civil Engineering	**4**	**4**	**5**

Hours	**4**	**4**	**5**
SUBTOTAL - SALARIES:		**$1,912.00**
DIRECT NON-LABOR EXPENSES		
Document Printing/Reproduction/Assembly		$48.00
Postage/Freight/Courier		$40.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:		**$88.00**
SUBTOTAL:		**$2,000.00**
SUBCONSULTANTS FEE:		**$0.00**
TOTAL FEE:		**$2,000.00**

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

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REV.	DATE	DESCRIPTION	BY

TEXARKANA REGIONAL AIRPORT
TEXARKANA, ARKANSAS

SELF-SERVE AVGAS SYSTEM

PROJECT SKETCH

JOB NO.: 2500161
DATE: APRIL 2025
DESIGNED BY: JCC
DRAWN BY: SIC

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

N

0 10' 20' 40' 60'
(IN FEET)

DRAWING NUMBER
APP C

SHEET NUMBER **1**

File: L:\2025\A10-2500161 - TXK Self-Serve AVGAS System\Drawings\EXHIBITS\Fueling Facility Exhibit.dwg Last Save: 4/17/2025 10:55 AM Last saved by: JRJennings
Last plotted by: Jennings, Jack R. Plot Style: Garver2012color.ctb Plot Scale: 1:46.8931 Plot Date: 4/17/2025 11:16 AM Plotter used: DWG To PDF.pc3

Attachment: 2025-046 ATTH 02 Airport-Fuel System (4485 : 2025-046 RES Airport-Fuel System)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-046 Goals & Perspectives (4485 : 2025-046 RES Airport-Fuel System)

RESOLUTION NO. 2025-046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER ENGINEERING LLC FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION, WITH GRANT FUNDS PREVIOUSLY APPROVED IN FY 25 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana Arkansas and Texarkana Texas; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect, and police the airport; and,

WHEREAS, aircraft operation counts have been dropping year over year since 2023; and,

WHEREAS, aircraft operation counts are utilized by the Federal Aviation Administration to justify having an Air Traffic Control Tower; and,

WHEREAS, the Air Traffic Control Tower allows commercial carriers to operate safely and efficiently out of the Texarkana Regional Airport; and,

WHEREAS, fuel prices at the airport have been the highest in the region for over a decade; and,

WHEREAS, Garver Engineering LLC has provided a work order for Self-Service Fuel Tank design and administration in the amount of $84,000; and,

WHEREAS, the work will be funded by a $300,000 grant from the Arkansas Division of Aeronautics; and,

WHEREAS, a grant match of $41,392.50 was approved in the FY25 Capital Budget.

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

SECTION 1: The City of Texarkana, Texas approves the Executive Director signing an agreement with Garver Engineering LLC for Self-Service Fuel Tank design and administration in the amount of $84,000.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-046 RES AIRPORT Fuel System signed (4485 : 2025-046 RES Airport-Fuel System)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/9/2025 12:57 PM

Lead Department: City Secretary **Action Officer:** Angie Clinton, Admin Coordinator

Subject: Resolution No. 2025-059 approving the Texarkana Regional Airport Executive Director to sign a work order with Garver Engineering for a vehicle service road design, with grant funds previously approved in the FY25 capital budget.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, approving the Texarkana Airport Executive Director to sign a work order with Garver for vehicle service road design, previously approved under the Capital Improvement Plan.

Potential Options:

- Approve
- Deny

Fiscal Implications:

$12,264.32

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

a. 2025-059 RES Airport-VSR (DOCX)
b. 2025-059 ATTH 01 Airport-VSR (PDF)
c. 2025-059 ATTH 02 Airport-VSR (RFS) (PDF)
d. 2025-059 Goals & Perspectives (DOCX)
e. 2025-059 RES AIRPORT Vehicle Svc Road Design signed (PDF)

Staff Coordination

City of Texarkana, Texas

City Manager	Jennifer Evans 04/24/2025 3:53 PM	Department Head Review	Completed	
City Manager 9:20 PM	David Orr	City Manager Review	Completed	05/08/2025
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	05/12/2025

Meeting History

RESOLUTION NO. 2025-059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER ENGINEERING FOR VEHICLE SERVICE ROAD DESIGN, WITH GRANT FUNDS PREVIOUSLY APPROVED IN FY 25 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana, Arkansas and Texarkana, Texas; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect, and police the airport; and,

WHEREAS, the airport commercial terminal moved across the airfield in 2024; and,

WHEREAS, vehicles must cross the active runway several times a day, creating a hazard; and,

WHEREAS, the airport runway safety action team identified the necessity for a vehicle service road to bypass the runway; and,

WHEREAS, the Air Traffic Control Tower identified this project as their top safety priority; and,

WHEREAS, Garver Engineering has provided a work order for Vehicle Service Road design in the amount of $211,400; and,

WHEREAS, a grant match of $12,264.32 was previously approved in the FY25 Capital Budget; and

WHEREAS, the work will be funded by a grant from the Arkansas Division of Aeronautics.

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

SECTION 1: The City of Texarkana, Texas approves the Executive Director signing an agreement with Garver Engineering for Vehicle Service Road design in the amount of $211,400.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-059 RES Airport-VSR (4486 : 2025-059 RES Airport-VSR)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 042225B
A RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER FOR VEHICLE SERVICE ROAD DESIGN

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana AR and Texarkana TX; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect and police the airport; and,

WHEREAS, the Airport Commercial Terminal moved across the airfield in 2024; and,

WHEREAS, vehicles must cross the active runway several times a day, creating a hazard; and,

WHEREAS, the airport runway safety action team identified the necessity for a vehicle service road to bypass the runway; and,

WHEREAS, the Air Traffic Control Tower identified this project as their top safety priority; and,

WHEREAS, Garver Engineering has provided a work order for Vehicle Service Road design in the amount of $211,400; and,

WHEREAS, the work will be funded by a grant from the Arkansas Division of Aeronautics,

NOW, THEREFORE, BE IT RESOLVED BY THE TEXARKANA AIRPORT AUTHORITY THAT:

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with Garver engineering for Vehicle Service Road design in the amount of $211,400.

Adopted this 24th day of April 2025

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-059 ATTH 01 Airport-VSR (4486 : 2025-059 RES Airport-VSR)

Work Order No. 2500666-1

to the

Master Agreement

For

Professional Services

Texarkana Regional Airport Authority

Project No. 2500666

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

This WORK ORDER ("Work Order") is made by and between the **Texarkana Regional Airport Authority** (hereinafter referred to as "**Owner**") and **Garver, LLC**, (hereinafter referred to as "**Garver**" or "**Engineer**") in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on August 1, 2024 (the "Agreement").

Under this Work Order, the Owner intends to **construct Vehicle Service Road (VSR)**:

Construct VSR from South End of Taxiway A to South End of Taxiway D

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

1.1.1 FY 2025 ADA Project Administration, DBE Program Administration, Surveying Services, Environmental Coordination Services, Geotechnical Services, Design Services, and Bidding Services as described in Appendix A.

1.2 In addition to those obligations set forth in the Agreement, Owner shall:

1.2.1 Give thorough consideration to all documents and other information presented by Garver and informing Garver of all decisions within a reasonable time so as not to delay the Services.

1.2.2 Make provision for the Personnel of Garver to enter public and private lands as required for Garver to perform necessary preliminary surveys and other investigations required under the applicable Work Order.

1.2.3 Furnish Garver such plans and records of construction and operation of existing facilities, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of Owner. Such documents or data will be returned upon completion of the Services or at the request of Owner.

1.2.4 Pay all plan review and advertising costs in connection with the project.

1.2.5 Provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as Owner may require.

1.2.6 Furnish permits, permit fees, and approvals from all governmental authorities having jurisdiction over the project and others as may be necessary for completion of the project.

SECTION 2 – PAYMENT

For the Services set forth above, Owner will pay Garver on a lump sum basis in accordance with the following table:

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
FY 2025 ADA Project Administration	$9,000	LUMP SUM
DBE Program Administration	$5,500	LUMP SUM
Surveying Services	$9,800	LUMP SUM
Environmental Coordination Services	$15,100	LUMP SUM
Geotechnical Services	$29,700	LUMP SUM
Preliminary Design (60%)	$80,700	LUMP SUM
Final Design (90% & 100%)	$52,500	LUMP SUM
Bidding Services	$9,100	LUMP SUM
TOTAL FEE	$211,400.00	

The lump sum amount to be paid under this Work Order is **$211,400**. For informational purposes, a breakdown of Garver's estimated costs is included herein with approximate current hourly rates for each employee classification.

As directed by the Owner, some billable Services may have been performed by Garver prior to execution of this Work Order. Payment for these Services will be made in accordance with the fee arrangement established herein, as approved by the Owner.

Additional Services (Extra Work). For services not described or included in Section 2, but requested by the Owner in writing or otherwise permitted, the Owner will pay Garver as expressly set forth in the applicable Amendment.

SECTION 3 – APPENDICES

3.1 The following Appendices are attached to and made a part of this Work Order:
- 3.1.1 Appendix A - Scope of Services
- 3.1.2 Appendix B – Fee Spreadsheet
- 3.1.3 Appendix C – Project Sketch

This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

The effective date of this Work Order shall be the last date written below.

TEXARKANA AIRPORT AUTHORITY	GARVER, LLC
By: _____ *Signature*	By: _____ *Signature*
Name: _____ *Printed Name*	Name: Blake Roberson *Printed Name*
Title: _____	Title: Vice President
Date: _____	Date: March 31, 2025
Attest: _____	Attest: _____

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX A
SCOPE OF SERVICES

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX A
SCOPE OF SERVICES

Generally, the Scope of Services includes the following professional services for improvements to the southwest end of Runway 4-22 at Texarkana Regional Airport. Improvements will consist primarily of construction of a 3,400 linear foot paved vehicle service road (VSR) as shown in Appendix C.

- FY 2025 ADA Project Administration
- DBE Program Administration
- Surveying Services
- Environmental Coordination Services
- Geotechnical Services
- Design Services
    - 60% Preliminary Design
    - 90% Final Design
    - 100% Issued for Bid
- Bidding Services

1. FY 2025 ADA PROJECT ADMINISTRATION

1.1. Garver will serve as the Owner's representative for the project and furnish consultation and advice to the Owner during the performance of this service. Garver will attend conferences alone or with Owner's representatives, local officials, state and federal agencies, and others regarding the scope of the proposed project, its general design, functions, and impacts.

1.2. Garver will assist in development of an Arkansas Division of Aeronautics 90-10 grant application and assist the Owner with obtaining funding.

1.3. Garver will assist in development of grant reimbursement packets for review, execution, and submittal to Arkansas Division of Aeronautics by the Owner.

2. DBE PROGRAM ADMINISTRATION

2.1. DBE Program Administration: Garver will coordinate with the FAA's Office of Civil Rights in developing a three-year DBE goal for the Owner's federal projects in fiscal years 2025-2027. As part of the three-year goal development, Garver will issue public notices and facilitate the DBE Goal Consultation as required by the FAA. Garver will also prepare the Owners annual DBE report for FY 2025. Garver will submit these documents, on the Owner's behalf, to the FAA via the FAA Civil Rights Connect website.

3. SURVEYING SERVICES

3.1. Design Surveys. Garver will provide field survey data from field work for designing the project, and this survey will be tied to the Owner's control network. Survey team members will completed badge training at the Airport prior to conducing survey.

3.2. Garver will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Buildings and other structures, airfield pavements, streets, drainage features, airfield lights and signs, fences, trees over eight inches in diameter, visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

present at and/or along the project site, will be located. Control points will be established for use during construction. All surveys shall be conducted during normal working hours.

3.3. Garver will assemble data obtained during the performance of the field surveys in an AutoCAD Civil3D base map drawing to be utilized for design of the project.

4. ENVIRONMENTAL COORDINATION SERVICES

4.1. Environmental Coordination

4.1.1. Garver will coordinate and complete documentation for submission to FAA to receive environmental clearance for the project. Documentation will include that required by the documented CATEX questionnaire of FAA SOP 5.0. The following environmental agency coordination is expected:

- US Fish and Wildlife Service (USFWS)
- Arkansas Historic Preservation Office
- US Army Corps of Engineers

4.2. Wetland Delineation and Permitting: Garver will complete a wetland delineation of the project area and coordinate findings with the US Army Corps of Engineers for approval of the delineation. Garver will coordinate Section 404 permitting for wetland mitigation with the US Army Corps of Engineers.

5. GEOTEHNCIAL SERVICES

5.1. Thomas & Associates, as a subconsultant to Garver, will be responsible for obtaining, interpreting, and evaluating geotechnical data necessary for the design of this project. The following is a summary of the geotechnical services provided under this Scope of Services.

5.2. Subconsultant will drill ten (10) test borings to a minimum depth of 10-ft below existing grade. Borings will be completed during normal working hours. Subconsultant will perform field and lab tests on the material extracted to provide a California Bearing Ratio for pavement design and provide earthwork recommendations for the project.

6. DESIGN SERVICES

6.1. General: Garver will prepare detailed construction drawings, specifications, instructions to bidders, and general provisions and special provisions, all based on guides furnished to Garver by the Owner and FAA, or internally developed by Garver. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall conform to the standards of practice ordinarily used by members of Garver's profession practicing under similar conditions and shall be submitted to the FAA office from which approval must be obtained.

6.2. Owner / Agency Coordination: Garver's project manager and/or design team will coordinate with the Owner as necessary to coordinate design decisions, site visits, document procurement, or other design needs.

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

6.2.1. Reimbursable Agreement: Garver will assist with the development of a new FAA design and construction Reimbursable Agreement(s) (RA) for the FAA facilities construction work required by the applicable work within the project limits. The design RA will require coordination work responsibilities directly with the appropriate FAA lead planner or other personnel prior to design services. The construction RA will require execution prior to bidding to coordinate FAA Resident Engineer (RE) services within the construction schedule.

6.3. Project Management Plan / Quality Control Procedures

6.3.1. Garver will develop a project specific project management plan. The project management plan will include the project background, scope of work, stakeholder contact information, project team organization and roles, design criteria, project schedule, deliverables, and quality control procedures.

6.3.2. Garver will complete quality control reviews for each deliverable prior to any design submission to Owner and/or FAA. Quality control reviews will be completed by qualified project managers and project engineers who are experienced in the relevant discipline and design elements under review. Weekly internal progress meetings will be held during all design phases to ensure adequate quality control throughout the design phases.

6.4. Airspace Analysis: Garver will prepare and submit the project to the FAA for permanent airspace clearance on the Obstruction Evaluation and Airport Airspace Analysis (OE/AAA) website and coordinate with FAA representatives.

6.5. Construction Safety and Phasing Plan

6.5.1. Garver will develop a construction safety and phasing plan (CSPP) for the project. During development of the CSPP, Garver will hold a meeting with Airport staff and other stakeholders at the Airport's request to obtain feedback regarding operations during each proposed phase of construction.

6.6. Existing Conditions Review

6.6.1. Record Document Review: Garver will review record document data from the vicinity of the construction site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports.

6.6.2. Site Visits: Garver's civil and electrical engineers will perform up to two (2) site visits to the project site to review existing conditions and evaluate survey and record document data.

6.7. Pavement Design: Garver will develop a fleet mix for the proposed project based on aircraft fleet data from the Airport Operator. Upon completion of the aircraft fleet mix, Garver will submit the fleet to the Owner for review. Upon approval by the Owner, Garver will use FAARFIELD and life cycle cost analysis methods to develop a recommendation for the most economical pavement design. Based on this analysis and discussions with the Owner, a pavement design for the project will be chosen.

6.8. Geometric Design: Garver will provide geometric design in accordance with FAA AC 150/5300-13 (latest edition) or other local standards. The following design criteria will be used for airfield design:

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

- Airplane Design Group (ADG) – V
- Aircraft Approach Category (AAC) – D
- Taxiway Design Group (TDG) – 6
- Critical Aircraft – Boeing 777-300ER

6.9. Modeling: Garver will develop preliminary vertical alignments based on the requirements of FAA AC 150/5300-13 (latest edition). Upon the completion of vertical alignments, assemblies will be developed based on the pavement design and corridors will be modeled for vehicle service road alignment. Modeling will include all surface changes from centerline of corridor to tie into existing grade for the project site. At the completion of individual corridor developments, all corridors will be combined into a final grading surface. Modeling will be an iterative process to determine the most efficient design solution.

6.10. Grading and Drainage: Grading and drainage design shall be completed in accordance with FAA AC 150/5300-13 (Airport Design), FAA AC 150-5320-5 (Airport Drainage Design), and applicable local drainage codes.

6.11. Airfield Electrical

6.11.1. NAVAIDS: Garver will provide electrical engineering services for the protection of power to the FAA localizer facility for Runway 22. Design meetings will be coordinated per Airport RA requirements with FAA NAVAIDs, FAA Communications, and local FAA SSC teams for a coordinated design package. FAA drawings, details, and technical specifications will be reviewed and incorporated into the project.

6.12. Utility Design and Coordination: The following utilities are expected to be included within the scope of the project. Garver will coordinate with the Owner and applicable utility owners for design reviews and coordination.

- SWEPCO – Holly Zacharias – 903-556-8915

Garver will furnish plans to all known utility owners potentially affected by the project at each stage of development. Garver shall conduct coordination meetings among all known affected utility owners to enable them to coordinate efforts for any necessary utility relocations. Garver will include the surveyed locations of the observable and marked utilities in the construction plans. Garver will also include proposed utility protection information in the construction plans as provided by the utility companies.

6.13. Plan Set Development

The following matrix details the plan drawings to be included in each design submittal.

Plan Set	Design Phase		
	60% Preliminary	90% Final	100% Issued for Bid
Cover Sheet & Sheet Index	X	X	X
General Notes		X	X
Project Layout & Survey Control Plan	X	X	X
Construction Safety Plans	X	X	X
Construction Safety Details	X	X	X
Existing Conditions Plans	X	X	X

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

Erosion Control Plans		X	X
Erosion Control Details		X	X
Demolition Plans	X	X	X
Demolition Details		X	X
Drainage Plans	X	X	X
Drainage Details	X	X	X
Typical Sections	X	X	X
Paving Profile Plans	X	X	X
Paving Details	X	X	X
Grading Plans	X	X	X
Electrical Notes		X	X
Electrical Utility Plans	X	X	X
Electrical Utility Details	X	X	X
Power and Control Diagrams		X	X
Cross Sections		X	X

6.14. Specifications and Contract Documents

6.14.1. Technical Specifications: Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10 or when state or local standards are approved by the FAA.

6.14.2. Construction Contract Documents: Garver will develop construction contract documents based on EJCDC standards. A specimen copy of the General Provisions and applicable prevailing wage rates will be obtained by Garver from the FAA and/or Department of Labor as appropriate for incorporation into the specifications for the proposed project. Final construction contract documents will be submitted to the Owner for final review and approval.

6.15. Engineer's Report: Garver will prepare an Engineer's Report to outline the project's design criteria and design considerations. The report will discuss design decisions of all major project parameters. A summary of the sections to be included in the Engineer's Report are shown below:

- Executive Summary
- Project Background
- Existing Conditions
  - Site Survey
  - Geotechnical Investigation
  - Project Photographs
- Applicable AIP Standards
- Construction Safety and Phasing
- Geometric Design
- Pavement Design
- Drainage Design

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

- NAVAIDS
- Environmental Considerations
- Utility Design
- Miscellaneous Design Items
- DBE Participation
- Project Schedule
- Engineer's Opinion of Probable Cost
- Appendices

6.16. Quantities and Engineer's Opinion of Probable Cost: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be completed by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost.

6.17. Design Services Submission and Meeting Summary: The following design submittal phases shall be included in the fee summary. A summary of each design phase and the associated review meetings is included below.

6.17.1. 60% Preliminary Design

6.17.1.1. Garver will develop 60% preliminary design plans, specifications, and engineer's report and submit these to the Owner for review. It is anticipated that the Owner will review the design submission within four weeks.

6.17.1.2. At the completion of the Owner review period, Garver will meet with the Owner to review the 60% preliminary design plans, specifications, and engineer's report and to receive Owner comments and direction.

6.17.2. 90% Final Design

6.17.2.1. Garver will develop 90% final design plans, specifications, and engineer's report and submit these to the Owner for review. It is anticipated that the Owner will review the design submission within four weeks.

6.17.2.2. At the completion of the Owner review period, Garver will meet with the Owner to review the 90% final design plans, specifications, and engineer's report and to receive Owner comments and direction.

6.17.3. 100% Issued for Bid (IFB): Garver will develop 100% IFB plans and specifications and submit these to the Owner for review. It is anticipated that the Owner will review the IFB submission within two weeks.

7. BIDDING SERVICES

7.1. Bidding. Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend a pre-bid conference and receive and process deposits for Bidding Documents. The Owner will pay advertising costs outside of this contract.

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

7.2. Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

7.3. Garver will attend the bid opening, prepare a bid tabulation, and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment, and services. Garver will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner, Contractor and FAA.

8. PROJECT DELIVERABLES

8.1. The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.

- 60% Preliminary Design Plans, Specifications, and Report to the Owner, Arkansas Division of Aeronautics, and FAA.
- 90% Final Design Plans, Specifications, and Report to the Owner, Arkansas Division of Aeronautics, and FAA.
- 100% Issued for Bid Plans, Specifications, and Report to the Owner, Arkansas Division of Aeronautics, and FAA.
- Other electronic files as requested.

9. ADDITIONAL SERVICES

9.1. The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.

- Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or . Changes conditions may include, but are not limited to major changes to pavement, building, or utility alignments.
- Deliverables beyond those listed herein.
- Design of any utility work other than protection of the power to the localizer.
- Engineering, architectural, or other professional services beyond those listed herein.
- Retaining walls or other significant structural design.
- DBE Program Updates.
- Preparation of a Storm Water Pollution Prevention Plan (SWPPP). The construction contract documents will require the Contractor to prepare, maintain, and submit a SWPPP to ADEQ.
- Construction Administration Services, On-Site Construction Observation, and/or Construction Materials Testing will be provided under a separate work order.
- Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
- Permitting for environmentally sensitive areas other than Section 404 permit for potential emergent wetland.
- Drainage analysis for approval by City of Texarkana, Arkansas jurisdiction.
- Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

- Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.

10. **SCHEDULE**

10.1. Garver shall begin work under this Agreement upon execution of this Agreement and shall complete the work within a mutually agreeable schedule with the Owner.

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B
FEE SPREADSHEET

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FEE SUMMARY

	Title I Service	Estimated Fees
Lump Sum	FY 2025 ADA Project Administration	$ 9,000.00
Lump Sum	DBE Program Administration	$ 5,500.00
Lump Sum	Surveying Services	$ 9,800.00
Lump Sum	Environmental Coordination Services	$ 15,100.00
Lump Sum	Geotechnical Services	$ 29,700.00
Lump Sum	Preliminary Design (60%)	$ 80,700.00
Lump Sum	Final Design (90% & 100%)	$ 52,500.00
Lump Sum	Bidding Services	$ 9,100.00
	Subtotal for Title I Service	**$ 211,400.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FY 2025 ADA PROJECT ADMINISTRATION

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. Project Administration				
Coordination with Owner	10			
Coordination with FAA	2			
Coordination with AR Division of Aeronautics	2			
Internal Coordination	1	1		
Contract Preparation	3			1
Badging Coordination	8			
Draft and Submit ADA Grant Application	2			1
Develop Quality Control Plan	2	1		
Schedule Development and Updates	2	1		
Subtotal - Project Administration	**32**	**3**	**0**	**2**

Hours	**32**	**3**	**0**	**2**
SUBTOTAL - SALARIES:		**$8,342.00**
DIRECT NON-LABOR EXPENSES		
Document Printing/Reproduction/Assembly	$8.00	
Badging Fees	$220.00	
Travel Costs (2 Trips @ $215/Trip)	$430.00	
SUBTOTAL - DIRECT NON-LABOR EXPENSES:		**$658.00**
SUBTOTAL:		**$9,000.00**
SUBCONSULTANTS FEE:		**$0.00**
TOTAL FEE:		**$9,000.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

DBE PROGRAM ADMINISTRATION

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. 3-Year DBE Goal Development				
FY 2025-2027 DBE Goal Development	6		6	10
FY 2025 Accomplishment Reporting	3			6
Public Consultation	1			4
Subtotal - 3-Year DBE Goal Development	**10**	**0**	**6**	**20**
Hours	**10**	**0**	**6**	**20**

SUBTOTAL - SALARIES:	**$5,470.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$30.00
Postage/Freight/Courier	$0.00
Travel Costs	$0.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$30.00**
SUBTOTAL:	**$5,500.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$5,500.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

SURVEYING SERVICES

WORK TASK DESCRIPTION	E-4	E-1	S-5	2-Man Crew (Survey)
	hr	hr	hr	hr
1. Administration				
Develop Survey Field Work Exhibits	1	1		
Coordinate with Survey Crew	1			
Badging Coordination	1		1	10
Subtotal - Administration	**3**	**1**	**1**	**10**
2. Surveys - Topographic				
Review of Existing Control Points			1	
Topographic Surveys				10
Data Processing/DTM Preparation			4	
Develop Survey Basemap and Existing Surface			4	
Survey Meshing with Base Maps			2	
QC Review of Survey Data			2	
Subtotal - Surveys - Topographic	**0**	**0**	**13**	**10**
Hours	**3**	**1**	**14**	**20**

SUBTOTAL - SALARIES:	**$9,093.00**
DIRECT NON-LABOR EXPENSES	
Badging Fee	$440.00
Travel Costs	$267.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$707.00**
SUBTOTAL:	**$9,800.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$9,800.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

ENVIRONMENTAL COORDINATION SERVICES

WORK TASK DESCRIPTION	RS-3	RS-2	RS-1	AM-2
	hr	hr	hr	hr
1. Categorical Exclusion (CATEX)				
Develop and Send Initial Agency Coordination Letters that include a Site Location Exhibit and a Proposed Action Exhibit	1		3	
Internal Coordination	1	1	1	
Water Resources	3	4	4	
Wetland Review	2	2	2	
Wetland Delineation	4		28	
USACE 404 Permit Coordination	3	2	12	
Draft CATEX	4		12	
Quality Control (QC) Review	2			
Address Revisions per QC Review			1	
Submit Final CATEX to FAA			1	
Address FAA Comments on the CATEX	1		2	
Subit Revised CATEX to the FAA			2	
Subtotal - Categorical Exclusion (CATEX)	**21**	**9**	**68**	**0**
Hours	**21**	**9**	**68**	**0**

SUBTOTAL - SALARIES:	**$14,316.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$92.00
Postage/Freight/Courier	$50.00
Travel Costs	$642.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$784.00**
SUBTOTAL:	**$15,100.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$15,100.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

GEOTECHNICAL SERVICES

WORK TASK DESCRIPTION	E-5	E-4	E-3	E-1
	hr	hr	hr	hr
1. Civil Engineering				
Coordinate with Geotechnical Subconsultant	1	1	2	
Develop Geotechnical Subconsultant Agreement		2		2
Develop Geotechnical Field Work Exhibits		1		1
Geotechnical Report Review	1	1		
Correspondence for Design Input	2	2		
Subtotal - Civil Engineering	**4**	**7**	**2**	**3**

Hours	**4**	**7**	**2**	**3**

SUBTOTAL - SALARIES:	**$3,639.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$61.00
Postage/Freight/Courier	$0.00
Travel Costs	$0.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$61.00**
SUBTOTAL:	**$3,700.00**
SUBCONSULTANTS FEE:	**$26,000.00**
TOTAL FEE:	**$29,700.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

PRELIMINARY DESIGN (60%)

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. Project Administration				
Coordination with FAA	2	2	1	
Coordination with Owner	3			
Coordination with SWEPCO	2	4	4	
Coordination with FAA SSC	4	5	5	
Internal (Weekly) Progress Meetings (6)	6	3	6	3
Design Kickoff Meeting	2	1	2	1
Site Visit (2 people, 1 trip)	7	7		
CSPP Review Meeting (2 people, virtual)	1	1		
Internal Quality Control (QC) Review	8	8		
Prepare for Preliminary Plan Review Meeting	1	1		
Attend Preliminary Plan Review Meeting (2 People, virtual)	2	1		
Prepare and Distribute Preliminary Review Meeting Minutes and Tasks	1			
Subtotal - Project Administration	**39**	**33**	**18**	**4**
2. Civil Engineering				
Base Map Setup			5	
Establish Design Criteria and Parameters	2	2		
Review As-Built Drawings	1	2	2	
Develop Preliminary Construction Safety and Phasing Plan	4	5	8	
Develop Geometric Layout	1	4	8	
Develop Horizontal Alignments		1	2	
Develop Vertical Alignments	1	3	7	
Develop Assemblies		1	5	
Develop Corridor Model	1	4	16	
Develop Fleet Mix using available data (TFMSC, 5010, etc.)	2	3		
Develop Pavement Design	1	2		
Drainage Basin Development		3	8	
Pre-Development Flow Calculations	2	3	9	
Post-Development Flow Calculations	2	3	9	
Preliminary Plans				
Cover Sheet & Sheet Index			1	
Project Layout & Survey Control Plan	1		2	
Construction Safety Plans	1	1	4	
Construction Safety Details		1	3	
Existing Conditions Plans	1	2	6	
Demolition Plans	1	3	6	
Drainage Plans	1	4	7	
Drainage Details	1	3	4	
Typical Sections	1	3	7	
Paving Profile Plans	2	4	8	
Paving Details	1	3	6	
Grading Plans	1	5	7	
Develop Preliminary Technical Specifications	2	3		1
Develop Preliminary Supplemental Specifications	1	2		1
Develop Preliminary Quantities	1	3	6	
Develop Preliminary Opinions of Probable Construction Costs	2	3		
Engineer's Report	2	6	6	1
Pavement Life Cycle Cost Analysis	1	2		
Incorporate QC Review Comments	2	1	8	
Incorporate Preliminary (Owner/FAA) Review Comments	2	2	7	
Prepare and Submit Permanent Airspace Study	1	1	2	
Subtotal - Civil Engineering	**42**	**88**	**169**	**3**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

3. Electrical Engineering				
Review As-Built Drawings	1		2	
Engineer's Report	1		2	
Preliminary Plans				
Electrical Utility Plans	2		8	
Electrical Utility Details	2		8	
Develop Preliminary Technical Specifications	1		2	1
Develop Preliminary Supplemental Specifications	1		2	1
Develop Preliminary Quantities			3	
Develop Preliminary Opinions of Probable Construction Costs	1		3	
Incorporate QC Review Comments	2		4	
Incorporate Preliminary (Owner/FAA) Review Comments	1		1	
Subtotal - Electrical Engineering	**12**	**0**	**35**	**2**

Hours	**93**	**121**	**222**	**9**

SUBTOTAL - SALARIES:	**$80,354.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$81.00
Postage/Freight/Courier	$50.00
Travel Costs (1 trip @ $215/Trip)	$215.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$346.00**
SUBTOTAL:	**$80,700.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$80,700.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FINAL DESIGN (90% & 100%)

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. Project Administration				
Coordination with FAA	1		1	
Coordination with Owner	2			
Coordination with SWEPCO	2		2	
Coordination with FAA SSC	3	3	2	
Internal (Weekly/Monthly) Progress Meetings (6)	6	3	6	3
Site Visit (1 person, 1 trip)	6			
Internal Quality Control (QC) Review	8	8		
Prepare for Final Plan Review Meeting	1	1		
Attend Final Plan Review Meeting (2 People, virtual)	2	1		
Prepare and Distribute Final Review Meeting Minutes and Tasks	1			
Subtotal - Project Administration	**32**	**16**	**11**	**3**
2. Civil Engineering				
Prepare Final Construction Safety and Phasing Plan	1	3	4	
CSPP Submission to FAA Through OEAAA	1		2	
Update Geometric Layout	1	1	2	
Update Horizontal Alignments			1	
Update Vertical Alignments		2	2	
Update Assemblies			1	
Update Corridor Model	1	4	4	
Update Pavement Design	1	1		
Update Drainage Basin Development	1	3	5	
Final Plans				
Cover Sheet & Sheet Index			1	
General Notes		1	2	
Project Layout & Survey Conrol Plan		1	2	
Construction Safety Plans		1	3	
Construction Safety Details		1	3	
Existing Conditions Plans		2	4	
Erosion Control Plans	1	2	4	
Erosion Control Details		1	2	
Demolition Plans		1	3	
Demolition Details		2	3	
Drainage Plans		2	4	
Drainage Details		1	2	
Typical Sections	1	2	4	
Paving Profile Plans	1	2	4	
Paving Details	1	2	3	
Grading Plans	1	3	4	
Cross Sections	1	3	8	
Develop Final Construction Contract Documents	1	3		1
Update Final Technical Specifications	2	2		1
Update Final Supplemental Specifications	2	2		1
Develop Final Quantities	1	2	5	
Develop Final Opinions of Probable Construction Costs	1	2		
Engineer's Report	2	2	2	1
Incorporate QC Review Comments	2	1	7	
Incorporate Final (Owner/FAA) Review Comments	1	2	3	
Subtotal - Civil Engineering	**24**	**57**	**94**	**4**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

3. Electrical Engineering				
Final Engineer's Report	2		1	
Final Plans				
Electrical Notes	1		2	
Electrical Utility Plans	1		6	
Electrical Utility Details	1		6	
Power and Control Diagrams	1		6	
Update Final Technical Specifications	1		2	1
Update Final Supplemental Specifications	1		2	1
Develop Final Quantities			2	
Develop Final Opinions of Probable Construction Costs	1		1	
Incorporate QC Review Comments	2		3	
Incorporate Final (Owner/FAA) Review Comments	1		1	
Subtotal - Electrical Engineering	**12**	**0**	**32**	**2**

Hours	**68**	**73**	**137**	**9**

SUBTOTAL - SALARIES:	**$52,129.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$76.00
Postage/Freight/Courier	$80.00
Travel Costs (1 Trip @ $215/Trip)	$215.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$371.00**
SUBTOTAL:	**$52,500.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$52,500.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

BIDDING SERVICES

WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. Civil Engineering				
Upload Bid Documents to Plan Room	1			1
Dispense Plans and Specs to Prospective Bidders				2
(RFI)	2	2		1
Draft and Distribute Addendums	2	3	5	
Prepare for Pre-Bid Meeting	1			1
Attend Pre-Bid Meeting (1 person, on-site)	6			
Bid Opening (1 person, on-site)	5			
Prepare Bid Tabulation	1			1
Award	2			2
Subtotal - Civil Engineering	**20**	**5**	**5**	**8**
2. Electrical Engineering				
Draft Addendums	2		3	
Attend Pre-Bid Meeting (1 person, virtual)			1	
Evaluate Bids	1			
Subtotal - Electrical Engineering	**3**	**0**	**4**	**0**
Hours	**23**	**5**	**9**	**8**

SUBTOTAL - SALARIES:	**$8,643.00**
DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	$27.00
Postage/Freight/Courier	$0.00
Office Supplies/Equipment	$0.00
Travel Costs (2 Trips @ $215/Trip)	$430.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	**$457.00**
SUBTOTAL:	**$9,100.00**
SUBCONSULTANTS FEE:	**$0.00**
TOTAL FEE:	**$9,100.00**

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

APPENDIX C
PROJECT SKETCH

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

LAT: N33° 26' 37.63"
LONG: W94° 00' 21.54"
PROPOSED ELEV: 351'
AIRSPACE ELEV: 361'

LAT: N33° 26' 43.74"
LONG: W94° 00' 15.02"
PROPOSED ELEV: 333'
AIRSPACE ELEV: 343'

PROPOSED ROAD CONSTRUCTION - TAXIWAY A TO TAXIWAY D

LAT: N33° 26' 49.95"
LONG: W94° 00' 07.61"
PROPOSED ELEV: 337'
AIRSPACE ELEV: 347'

TAXIWAY A

PROPOSED FUTURE RUNWAY 4 MALSF

LAT: N33° 26' 34.44"
LONG: W94° 00' 19.26"
PROPOSED ELEV: 354'
AIRSPACE ELEV: 364'

PROPOSED FUTURE RUNWAY EXTENSION

RUNWAY 4-22

PROPOSED LOCALIZER

EXISTING LOCALIZER

LAT: N33° 26' 32.47"
LONG: W94° 00' 15.80"
PROPOSED ELEV: 365'
AIRSPACE ELEV: 375'

LAT: N33° 26' 36.14"
LONG: W94° 00' 10.32"
PROPOSED ELEV: 351'
AIRSPACE ELEV: 361'

LAT: N33° 26' 40.58"
LONG: W94° 00' 05.10"
PROPOSED ELEV: 342'
AIRSPACE ELEV: 352'

TAXIWAY D

CALCULATED 50' BRL

CALCULATED 40' BRL

CALCULATED 70' BRL

24'

745.00'

780.00'

850.00'

990.00'

0 50' 100' 200' 300'
(IN FEET)

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REV.	DATE	DESCRIPTION	BY

TEXARKANA REGIONAL AIRPORT
TEXARKANA, ARKANSAS

VSR CONSTRUCTION

AIRSPACE EXHIBIT

JOB NO.:
DATE: MARCH 2025
DESIGNED BY: JCC
DRAWN BY: DJD

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

DRAWING NUMBER
EXB-1

SHEET NUMBER 1

File: L:\2025\A10-2500666 - TXK VSR Construction\Drawings\EXHIBITS\TXK VSR Construction Airspace Exhibit.dwg Last Save: 3/28/2025 1:03 PM Last saved by: DJDAquin
Last plotted by: D'Aquin, Daniel J Plot Style: AECmono.ctb Plot Scale: 1:1 Plot Date: 3/28/2025 1:49 PM Plotter used: DWG To PDF.pc3

Attachment: 2025-059 ATTH 02 Airport-VSR (RFS) (4486 : 2025-059 RES Airport-VSR)

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:		

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-059 Goals & Perspectives [Revision 1] (4486 : 2025-059 RES Airport-VSR)

RESOLUTION NO. 2025-059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER ENGINEERING FOR VEHICLE SERVICE ROAD DESIGN, WITH GRANT FUNDS PREVIOUSLY APPROVED IN FY 25 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Authority was formed under Arkansas Code § 14-361-101 to be jointly owned by the cities of Texarkana, Arkansas and Texarkana, Texas; and

WHEREAS, the Airport Authority is entrusted with the power to operate, and regulate the airport; and

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code allow the authority to plan, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect, and police the airport; and,

WHEREAS, the airport commercial terminal moved across the airfield in 2024; and,

WHEREAS, vehicles must cross the active runway several times a day, creating a hazard; and,

WHEREAS, the airport runway safety action team identified the necessity for a vehicle service road to bypass the runway; and,

WHEREAS, the Air Traffic Control Tower identified this project as their top safety priority; and,

WHEREAS, Garver Engineering has provided a work order for Vehicle Service Road design in the amount of $211,400; and,

WHEREAS, a grant match of $12,264.32 was previously approved in the FY25 Capital Budget; and

WHEREAS, the work will be funded by a grant from the Arkansas Division of Aeronautics.

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

SECTION 1: The City of Texarkana, Texas approves the Executive Director signing an agreement with Garver Engineering for Vehicle Service Road design in the amount of $211,400.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-059 RES AIRPORT Vehicle Svc Road Design signed (4486 : 2025-059 RES Airport-VSR)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/5/2025 12:57 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-061 authorizing the City Manager to execute a contract with Ideal Pump and Service of Stuttgart, Arkansas, to replace the Wright Patman Water Treatment Plant #4 Low Service Pump for an amount not to exceed $247,600.00, with the Texas portion not to exceed $163,456.29, with funds available in the Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

Low service pump #4 for the Wright Patman Water Treatment Plant is down, unable to be repaired, requiring replacement. Ideal Pump & Services quoted to replace the pump (ATTH 01). The delivery of the new pump will take approximately 20 weeks. Due to the time constraints of the emergency Ideal Pumps & Services is the quickest option for this replacement. The total cost is $247,600 with the Texas portion not to exceed $163,456.29.

Potential Options:

- None
-

Fiscal Implications:

Funds are available in the Utility's 2024-2025 Budget in the Lake Texarkana Water Supply Corporation Fund at $163,456.29.

Staff Recommendation:

Utility staff recommends approval.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

a. 2025-061 RES Wright Patman #4 Low Service (DOCX)
b. 2025-061 Goals & Perspectives (DOCX)
c. 2025-061 ATTH 01 Ideal Pump and Services Quote Cover Ltr- Texarkana ^LN4LowService (DOCX)
d. 2025-061 RES Low Svc #4 Pump signed (PDF)

Staff Coordination

Water Utilities	Gary Smith	Department Head Review	Completed	04/30/2025 8:02 AM
TWU Administration	Kenny Icenhower	Review	Completed	04/30/2025 8:13 AM
TWU Finance	Tricia Briggs	TWU Finance Review	Completed	04/30/2025 8:41 AM
City Manager	David Orr	City Manager Review	Completed	04/30/2025 1:57 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-061

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH IDEAL PUMP AND SERVICE OF STUTTGART, ARKANSAS, TO REPLACE THE WRIGHT PATMAN WATER TREATMENT PLANT #4 LOW SERVICE PUMP IN AN AMOUNT NOT TO EXCEED $247,600.00, WITH THE TEXAS PORTION NOT TO EXCEED $163,456.29; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Lake Wright Patman Water Treatment Plant #4 low service pump is down; and

WHEREAS, it was determined the most cost-effective option would be to replace the Wright Patman Water Treatment Plant #4 Low Service Pump (**ATTH 01**) with a replacement price of $247,600.00, with the Texas portion not to exceed $163,456.29; and

WHEREAS, due to the emergency time constraints of this situation, Ideal Pump and Service is the quickest option to have this pump replaced; the delivery of the new pump will take approximately 19 to 21 weeks; and

WHEREAS, budgeted funds are available in the Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

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

SECTION 1: The most cost-effective option would be to replace the Wright Patman Water Treatment Plant #4 Low Service Pump for a total amount not to exceed $247,600.00, with the Texas portion not to exceed $163,456.29.

SECTION 2: The City Manager be and is hereby authorized to execute a contract with Ideal Pump and Service of Stuttgart, Arkansas, to replace the Wright Patman Water Treatment Plant #4 Low Service pump.

SECTION 3: 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 **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-061 RES Wright Patman #4 Low Service (4493 : 2025-061 RES WPWP Low Svc Pump w/ Ideal Pump and Service)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-061 Goals & Perspectives (4493 : 2025-061 RES WPWP Low Svc Pump w/ Ideal Pump and Service)

DATE: 16th **April** 2025

PREPARED FOR: Corey Atkinson – Texarkana Water

SCOPE:

Replacement of #4 Low Service Pump:

- New Goulds/Xylem 4 stage 20GHC
- New 416SST Lineshafts
- Rubber Inserts for Drop in Spiders
- New Custom Head w/ Baseplate
- Fabricate & Machine New flanged column
- Sandblast & Epoxy Coat ID Column Pipe and OD Overall Pump
- Mobilization and Installation of Pump and Motor

Lead Time – 19-21 Weeks (New Pump Bowl is longest lead time of project)

Cost - $247,600.00
Plus Applicable Taxes

Respectfully,

Logan Scherm - President
870-456-1250
logan.scherm@theidealpump.com

Attachment: 2025-061 ATTH 01 Ideal Pump and Services Quote Cover Ltr- Texarkana ^LN4LowService (4493 : 2025-061 RES WPWP Low Svc

RESOLUTION NO. 2025-061

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH IDEAL PUMP AND SERVICE OF STUTTGART, ARKANSAS, TO REPLACE THE WRIGHT PATMAN WATER TREATMENT PLANT #4 LOW SERVICE PUMP IN AN AMOUNT NOT TO EXCEED $247,600.00, WITH THE TEXAS PORTION NOT TO EXCEED $163,456.29; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Lake Wright Patman Water Treatment Plant #4 low service pump is down; and

WHEREAS, it was determined the most cost-effective option would be to replace the Wright Patman Water Treatment Plant #4 Low Service Pump (**ATTH 01**) with a replacement price of $247,600.00, with the Texas portion not to exceed $163,456.29; and

WHEREAS, due to the emergency time constraints of this situation, Ideal Pump and Service is the quickest option to have this pump replaced; the delivery of the new pump will take approximately 19 to 21 weeks; and

WHEREAS, budgeted funds are available in the Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

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

SECTION 1: The most cost-effective option would be to replace the Wright Patman Water Treatment Plant #4 Low Service Pump for a total amount not to exceed $247,600.00, with the Texas portion not to exceed $163,456.29.

SECTION 2: The City Manager be and is hereby authorized to execute a contract with Ideal Pump and Service of Stuttgart, Arkansas, to replace the Wright Patman Water Treatment Plant #4 Low Service pump.

SECTION 3: 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 **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29 p.m.

Attachment: 2025-061 RES Low Svc #4 Pump signed (4493 : 2025-061 RES WPWP Low Svc Pump w/ Ideal Pump and Service)

DATE: 16th April 2025

PREPARED FOR: Corey Atkinson – Texarkana Water

SCOPE:

Replacement of #4 Low Service Pump:

- New Goulds/Xylem 4 stage 20GHC
- New 416SST Lineshafts
- Rubber Inserts for Drop in Spiders
- New Custom Head w/ Baseplate
- Fabricate & Machine New flanged column
- Sandblast & Epoxy Coat ID Column Pipe and OD Overall Pump
- Mobilization and Installation of Pump and Motor

Lead Time – 19-21 Weeks (New Pump Bowl is longest lead time of project)

Cost - $247,600.00
Plus Applicable Taxes

Respectfully,

Logan Scherm - President
870-456-1250
logan.scherm@theidealpump.com

Attachment: 2025-061 RES Low Svc #4 Pump signed (4493 : 2025-061 RES WPWP Low Svc Pump w/ Ideal Pump and Service)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/9/2025 9:05 AM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-062 authorizing the City Manager to execute a contract with Automated Logic Contracting Services, Inc of Richardson, Texas, to make necessary improvements to the existing HVAC system for the 801 Wood Street office, for an amount not to exceed $119,900.00, with the Texas portion not to exceed $69,290.21, with funds available in the Utility's 2024-2025 budget in the Texas Capital Improvement Fund.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Consider a resolution authorizing the City Manager to enter into a contract with Automated Logic Contracting Services, Inc. of Richardson, Texas to make necessary improvements to the existing HVAC system at 801 Wood Street, in an amount not to exceed $119,900.00 with the Texas portion of the project not to exceed $69,290.21. This project will make the necessary repairs required to provide a more efficient and properly operating system. Improvements include correcting airflow issues, ducting improvements, refrigerant line insulation, exhaust fan installation, control and programming improvements and all related electrical work. Automated Logic Contracting Services, Inc. was selected using the Buy Board. This price includes all the BuyBoard applicable fees. The BuyBoard is a self-funded government organization, that partners with government entities. Purchase from the BuyBoard meets all bidding requirements.

Potential Options:

- None
-

Fiscal Implications:

Funds are available in the Utility's 2024-2025 Budget in the Texas Capital Improvement Fund.

Staff Recommendation:

The Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-062 RES HVAC Impr 801 Wood St (DOCX)
b. 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (PDF)
c. 2025-062 Goals & Perspective (DOCX)
d. 2025-062 RES HVAC Improvements TWU signed (PDF)

Staff Coordination

Water Utilities	Gary Smith	Department Head Review	Completed	04/30/2025 12:12 PM
TWU Administration	Kenny Icenhower	Review	Completed	04/30/2025 12:19 PM
TWU Finance	Tricia Briggs	TWU Finance Review	Completed	04/30/2025 12:24 PM
City Manager	David Orr	City Manager Review	Completed	04/30/2025 4:54 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-062

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH AUTOMATED LOGIC SERVICES, INC. OF RICHARDSON, TEXAS, TO MAKE THE NECESSARY IMPROVEMENTS TO THE EXISTING HVAC SYSTEM FOR 801 WOOD STREET IN AN AMOUNT NOT TO EXCEED $119,900.00, OF WHICH THE TEXARKANA, TEXAS, PORTION WILL BE IN AN AMOUNT NOT TO EXCEED $69,290.21; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the existing HVAC system for 801 Wood Street is over 40 years old requiring several improvements. The improvements include correcting airflow issues, ducting improvements, refrigerant line insulation, exhaust fan installation, control and programming improvements, and all related electrical work to provide a more efficient and properly operating system; and

WHEREAS, it was determined using the BuyBoard was the best alternate available to hire a licensed contractor to perform the necessary construction to provide a more efficient and properly working system. Purchase from the BuyBoard meets all bidding requirements; and

WHEREAS, Automated Logic Services, Inc. has proposed a fee of $119,900.00, with the Texas portion of the project not to exceed $69,290.21, for the improvements needed for the existing HVAC system to operate properly and efficiently; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2024-2025 budget in the Texas Capital Improvement Fund in the amount of $69,290.21.

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

SECTION 1: That Automated Logic Service, Inc. of Richardson, Texas, being a licensed contracting firm, is capable of making the necessary improvements to provide a properly and efficient HVAC system for an amount not to exceed $119,900.00 with the Texarkana, Texas portion not to exceed $69,290.21.

SECTION 2: The City Manager be and is authorized to contract with Automated Logic Services, Inc. of Richardson, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-062 RES HVAC Impr 801 Wood St (4494 : 2025-062 RES Contract with Automated Logic Cont)

BUILDING AUTOMATION SYSTEM PROPOSAL

Automated Logic

TEXARKANA WATER UTILITIES BAS RETROFIT rev02

Prepared For:	TWU	Date:	24 April 2025
Attn:	Hugh D. Waldroup		
Project Info:	TWU Office BAS Retrofit 801 Wood St. Texarkana, Tx	Prepared By:	Matt Breaux | *Sr Sales* M: 469.536.4924 matthew.breaux@carrier.com

Terms: This proposal is subject to the attached TERMS AND CONDITIONS OF SALE AUTOMATED LOGIC CONTRACTING SERVICES, INC. dated 01/08/25.

This proposal is priced in accordance with BuyBoard, Contract #720-23

Project Narrative

Building and Equipment Description:

The building at 801 Wood St is ~9000 sq. ft., single story, brick construction and serves the Texarkana citizens of both Arkansas and Texas. It provides services as example for Water Billing, Environmental Engineering and has a Customer Payment Lobby. Much of the building is conditioned by a direct-expansion air handling unit with electric resistance heat, utilizing zone dampers in the spaces that by design modulate to maintain zone space temperature. The ceiling cavity acts as return air plenum. Additionally, those spaces are served by radiant ceiling panels using electric resistance heaters.

The Customer Service Area is served by twinned, residential type split systems with gas furnaces. This unit(s) also serves a back-office area where the thermostat is located. The Lobby area experiences over pressurization which causes ceiling tiles to become raised out of place.

The Billing Department is served by a residential type of split system with electric resistance strip heat. The Data Room is served by a similar unit. The Billing A/C also serves to provide redundant or backup cooling to the Data Room using a manual switch and damper to provide some but not all Billing airflow to Data.

AHU-1: The majority of the zone controls for AHU-1 are failed and all are scoped here to be replaced including the variable speed controller (VFD) for the supply fan. The cooling controls and cooling equipment are functional and will be integrated to the new control system. Several issues with improper return air paths were identified and will be corrected using the proper type air grille. The refrigerant line insulation is decayed and will be replaced.

The Customer Service Area over pressurization issue will be remedied by creating a proper path for return air to the indoor unit through the use of a transfer duct which will also be designed to prevent office/occupant noise into the Lobby or vice-versa. The refrigerant line insulation that is exposed to weather will be replaced with UV rated product. A duct heater is used to serve the North facing vestibule. The thermostat is failed and does not energize the heater.

In the Billing Office, the existing supply ductwork to the Data Room is installed in such a manner that is hindering airflow. The ceiling tiles and batt insulation will be removed to provide access to the duct. The flexible ductwork will be reworked and straightened in a workmanship manner. This will serve to add conditioned air that has been restricted by unnecessary pressure losses. New Armstrong ceiling tiles will be installed and the batt insulation will be reinstalled to provide the needed thermal barrier. The lighting fixtures will also be removed to allow ceiling cavity access and will be replaced with modern LED fixtures approved by Owner.

Additionally, WebCTRL software will be used as the scalable platform for building automation. WebCTRL will serve to provide:

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

- equipment scheduling
- space temperature setup/setback (prevents extreme space temperatures during unoccupancy; adjustable)
- accurate space temperature control
- alarms and notifications via email and/or SMS messaging
- user-friendly, graphical interface for the Building Supervisor, Chief Engineer, and Service Technician

- Single license for all Users
- Hosted remotely by AWS Amazon Web Services requiring annual subscription

AWS Cloud Hosting simplifies software version management by eliminating the need for local servers/server maintenance and eliminates the need for version upgrades while operating the most current version at all times.

The building will be capable of time and occupancy scheduling and the use of override in off-schedule times. The installation and use of the fan VFD will reduce energy consumption also. Both measures including the proper zone control and the lighting upgrade will serve to reduce energy costs.
Additionally, your Electric Retail Provider offers incentives for the measures described in this document. The initial steps have been completed to register and qualify.

Scope of Work

AHU-1 (Qty 1):

- Demo and dispose of existing automation components inside mechanical room.
- Provide and install new, lockable enclosures with automation components.
- Demo and dispose of existing zone damper control hardware, qty 14 zones.
- Provide and install new, electronic damper actuators and space temperature sensors using local set point adjust and equipment override.
- Provide and install a new Variable Frequency Drive (VFD) for Supply Fan. Demo and dispose or return to owner of existing motor starter.
- Demo the guide vanes on both inlets of the fan.
- Validate and commission all hardware and sequences of operation.
- Install ceiling return air grilles to allow for pathways of airflow from spaces. A space will only receive (supply) as much air as it returns.
- Demo and dispose of existing, failed refrigerant line insulation and replace with UV rated insulation.
- Make new and repair the failed electrical conduit in fan compartment serving motor.

Customer Service AC (Qty 2):

- Install transfer duct between Customer Payment Lobby and Office.
- Demo and dispose of existing, failed refrigerant line insulation and replace with UV rated insulation.
- Replace thermostat with communicating thermostat and connect using BACnet cable (single thermostat for twinned unit). Integrate to BAS with graphics.
- Replace failed line voltage thermostat in Vestibule with Space Temperature Sensor blank cover. Provide and install airflow switch in series with control circuit of Electric Duct Heater for safety. Set point is adjustable at 68^{o}F in heating mode.

Billing AC (Qty 1):

- Replace thermostat with communicating thermostat and connect using BACnet cable. Integrate to BAS with graphics.
- Remove and dispose of existing ceiling tiles in Billing Office. Replace with tiles similar to Armstrong #1728 and install R19 batt insulation for proper thermal barrier. This is to rework the ductwork scoped in Data Room A/C.
- Remove and dispose or return to owner the existing ceiling light fixtures and replace with Owner approved LED lay-in fixtures.

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

- Verify proper operation of switchover for emergency use of Billing AC.
- Demo and dispose of existing, failed refrigerant line insulation and replace with UV rated insulation.

Data Room AC (Qty 1):

- Replace thermostat with communicating thermostat and connect using BACnet cable. Integrate to BAS with graphics.
- Rework supply air duct in ceiling to allow for proper airflow to Data Room.
- Add standard particle air filter to filter rack. There is no existing filter installed.
- Demo and dispose of existing, failed refrigerant line insulation and replace with UV rated insulation.

Miscellaneous:

- Identify and make-safe the electrical circuits serving all radiant heat ceiling panels in the building. Abandon panels in place. This will keep existing color of tiles uniform in the spaces.
- Remove and replace two exhaust fans on roof serving restrooms, and Custodial Closet. Use barometric damper and connect fans to BAS using Start/Stop/Status points.

Front End Software & WebHosting Services:

- Provide licensing and use of web-based Automated Logic WebCTRL Graphical User Interface (GUI) software.
- Provide all programming, database configuration, and graphics for the GUI. Verify proper operation of system inputs, outputs, and sequences. Software to be hosted by Automated Logic on Amazon Web Services.
- License costs projected at $3,000.00 annually beginning one year following the initial license purchase for this project titled BAS Retrofit.

Training:

- Provide customer training during installation and following substantial completion. Training to include pathways and identification of cabling (wire), procedure for System use in manual operation if needed, providing understanding of sequences, providing understanding of graphics for user operation, and establishing procedures for warranty and service calls.

Customer Support:

- Customer Support by way of telephone and email requests and dialogue using a remote connection to the TWU Building Automation System will be billable.
- *Reference the document ‘TWU Software Subscription Plan’

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

Scope Clarifications & Exclusions

Clarifications:

- All cabling not in conduit will be plenum rated wire. Mechanical room wiring and cables will be installed in conduit.
- ALC will furnish installation labor, wiring, programming/graphics, and check out for the Building Control and Automation System (BAS)
- ALC is providing all DDC control modules, enclosures, software, engineering, and field devices specified.
- Provide (4) hours of dedicated onsite customer training following substantial completion.
- Provide a (1) year warranty for furnished material and BAS including lighting and mechanical scope defined above.
- This proposal is based on labor during normal business hours with exception of afterhours work in Billing Office.
- This proposal is based on the attached contract terms.
- Construction Prevailing Wage Notice – Automated Logic does not employ laborers or mechanics subject to the prevailing wage requirements of the Davis-Bacon Act and similar state statutes. Automated Logic's job functions include design, programming, engineering, and verification of computerized automation systems, control modules and end devices, and performance of software modification. Any work to install equipment is performed by other companies in the construction and installation business. If applicable, Automated Logic will flow all construction prevailing wage requirements down to its subcontractors performing covered labor.

Exclusions:

- Liability for existing controls and equipment to remain.
- Manufacturer-Provided Controls for Packaged Units described above.
- Provisions or Monitoring of any Electric meters, Gas meters, or Water meters.
- Leak or Gas Detection Systems.
- Occupancy or Motion Sensors.
- Space CO2 or Humidity Sensors.
- Fire dampers, smoke dampers, combination fire/smoke dampers, or any associated actuators/interlock wiring.
- Fiscal responsibility for consequential & liquidated damages.
- Bonding is not included.
- Any work not listed above.
- All work is to be performed during normal business hours unless otherwise noted.
- Permits, fees, or performance and/or payment bonds.

Project Cost

All Work Described, tax not included:	$ 119,900.00
Breakout Mechanical including Exhaust Fans:	$ 27,160.00
Breakout Electrical including Lighting:	$ 42,100.00
Breakout Building Automation:	$ 50,640.00

Pricing does not include sales, use, and other similar taxes, which may be imposed by local, state, and/or federal government on all new work. If claiming tax exemption on this project, please include a Tax Exempt or Resale Certificate with acceptance of this proposal. This pricing is valid for 45 days from the above date.

Thank you for your consideration of Automated Logic for this project. We look forward to working with you and your team on this opportunity. Please feel free to contact me anytime with questions or for any clarifications or scope modifications.

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

BUILDING AUTOMATION SYSTEM PROPOSAL

Schedule of Values – Schedule of Values shall follow the terms below. Automated Logic reserves the right to deviate fror these terms. Mobilization payment is required before commencement of any work.

- **Mobilization**	**25% of Contract Amount**
○ **Procurement**	
○ **Submittals**	
○ **Scheduling**	
○ **Coordination**	
○ **Administration**	
- **Engineering**	**10% of Contract Amount**
- **Materials**	**20% of Contract Amount**
- **Subcontractor(s)**	**30% of Contract Amount**
- **ALC Labor**	**12% of Contract Amount**
- **Closeout/Training**	**3% of Contract Amount**

Sincerely,

Matt Breaux

Matt Breaux
Sr. Sales Representative
Automated Logic Contracting Services
Mobile: 469.536.4924
matthew.breaux@carrier.com
www.automatedlogic.com

PROCEED AS INDICATED:

Automated Logic Contracting Services Inc.

Chad Stewart, West Region Sales Manager
Name

Signature Date

Title

Texarkana Water Utilities:

Customer Name

Signature Date

Title

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

Terms and Conditions for Building Automation System Proposal for City of Texarkana, Texas

1. Scope of Work
The Contractor shall furnish all labor, materials, tools, equipment, and supervision necessary to perform the complete installation of air conditioning and heating systems as specified by in the proposal between the Parties.

2. Contractor Qualifications
All work must be performed by licensed HVAC contractors authorized to operate in the State of Texas. Contractors must maintain valid insurance, bonding, and licenses as required by state and local regulations.

3. Compliance with Laws and Codes
The Contractor shall comply with all applicable federal, state, and local laws, ordinances, regulations, and building codes, including but not limited to:

- Texas Department of Licensing and Regulation (TDLR) HVAC Rules
- Texas Health and Safety Code
- International Mechanical Code (as adopted locally)
- Local building, fire, and energy efficiency codes

4. Permits and Inspections
The Contractor shall obtain and pay for all required permits and schedule all necessary inspections with the appropriate municipal agencies. Proof of all approvals must be submitted to the municipality upon project completion.

5. Work Schedule and Completion
The Contractor shall commence work within ten calendar days of receiving a notice to proceed and complete the project within _____ calendar days, unless extended by written agreement due to unforeseen or justifiable delays. All work shall be performed during normal business hours unless otherwise authorized in writing.

6. Site Conditions and Clean-Up
The Contractor shall maintain a safe, clean, and secure work environment. Upon project completion, the Contractor shall remove all debris, materials, and tools from the site and restore affected areas to their original or better condition.

7. Equipment and Materials
All systems and components installed must be new, and comply with the latest state and federal energy efficiency standards. Any substitutions must be approved in writing by the municipality.

8. Warranty
The Contractor shall provide a minimum one (1) year warranty on all labor, materials, and

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

workmanship from the date of final acceptance by the municipality. During the warranty period, the Contractor shall repair or replace, at no cost to the municipality, any defects in workmanship or materials.

The Contractor shall also transfer all manufacturer warranties associated with installed equipment to the municipality, and provide all related documentation, serial numbers, and manufacturer contact information upon completion.

9. Payment Terms
Payment will be made in accordance with the contract agreement. The Contractor must submit a detailed invoice upon completion, including required documentation and proof of approved inspections. Final payment is contingent upon formal acceptance by the municipal project manager or designee. Undisputed invoices shall be paid within thirty (30) days of receipt.

No additional compensation will be paid for extra work or changes unless authorized in advance through a written and signed change order issued by the municipality. Verbal or informal approvals shall not constitute authorization for payment.

10. Insurance, Bond, and Liability
The Contractor shall maintain the following insurance coverage throughout the duration of the project:

- Commercial General Liability: Minimum $1,000,000 per occurrence
- Workers' Compensation: As required by Texas law
- Automobile Liability: Coverage for all vehicles used in the performance of this agreement

The Contractor shall provide a performance and payment bond to the City as required by applicable laws and municipal regulations. The bond must cover the full scope of the work to be performed and guarantee the contractor's faithful performance of the work and the payment of all labor, materials, and related obligations. The bond must be submitted and approved by the City prior to the commencement of any work being performed.

The Contractor shall indemnify, defend, and hold harmless the municipality, its officers, agents, and employees from any and all claims, damages, losses, or expenses arising out of or resulting from the performance of the work, including claims attributable to the Contractor's negligence.

11. Termination
The municipality may terminate this agreement for cause or convenience with written notice. In the event of termination for cause, the Contractor shall be liable for any additional costs incurred to complete the work.

12. Dispute Resolution
All disputes shall be governed by the laws of the State of Texas. Venue for any legal action shall lie in the county where the municipality is located.

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

13. Non-Discrimination
The Contractor shall not discriminate against any employee, applicant, or subcontractor based on race, color, religion, sex, national origin, age, disability, or any other classification protected by law.

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14. Confidentiality
The Contractor agrees to treat all information and documents related to this project as confidential and shall not disclose such information without prior written consent from the municipality.

15. Public Information Act. The Contractor acknowledges that the City of Texarkana, Texas is subject to the Texas Public Information Act (Texas Government Code Chapter 552) and that information held by the municipality, including contracts and related documentation, may be subject to public disclosure.

The Contractor agrees that any information submitted to the municipality may be disclosed to the public unless it is specifically marked as confidential or proprietary and is exempt from disclosure under applicable law. The municipality will make reasonable efforts to notify the Contractor of any requests for such information and will allow the Contractor to assert any applicable exceptions or objections through the appropriate legal channels.

16. Environmental Hazards and Asbestos Disclaimer
The Contractor shall not be responsible for the identification, disturbance, removal, handling, or abatement of any hazardous materials, including but not limited to asbestos, lead-based paint, mold, or any other environmental contaminants as defined by law.

If such materials are encountered during the project, the Contractor shall immediately halt work in the affected area and notify the municipality. The municipality shall be responsible for engaging qualified environmental professionals to assess and remediate the issue before work resumes.

The Contractor shall not be liable for delays resulting from environmental conditions or remediation.

17. Force Majeure
Neither party shall be liable for any delay or failure in performance due to causes beyond their reasonable control, including but not limited to acts of God, natural disasters, extreme weather, labor disputes, pandemics, war, terrorism, supply chain disruptions, or governmental restrictions.

The affected party shall notify the other in writing within a reasonable time and make reasonable efforts to resume performance as soon as possible. The time for performance shall be extended for the duration of the Force Majeure Event unless otherwise agreed in writing.

Attachment: 2025-062 ATTH 01 TWU Proposal Combined T&C rev02 (1) (4494 : 2025-062 RES Contract with Automated Logic Cont)

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:

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

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:

Attachment: 2025-062 Goals & Perspective (4494 : 2025-062 RES Contract with Automated Logic Cont)

RESOLUTION NO. 2025-062

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH AUTOMATED LOGIC SERVICES, INC. OF RICHARDSON, TEXAS, TO MAKE THE NECESSARY IMPROVEMENTS TO THE EXISTING HVAC SYSTEM FOR 801 WOOD STREET IN AN AMOUNT NOT TO EXCEED $119,900.00, OF WHICH THE TEXARKANA, TEXAS, PORTION WILL BE IN AN AMOUNT NOT TO EXCEED $69,290.21; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the existing HVAC system for 801 Wood Street is over 40 years old requiring several improvements. The improvements include correcting airflow issues, ducting improvements, refrigerant line insulation, exhaust fan installation, control and programming improvements, and all related electrical work to provide a more efficient and properly operating system; and

WHEREAS, it was determined using the BuyBoard was the best alternate available to hire a licensed contractor to perform the necessary construction to provide a more efficient and properly working system. Purchase from the BuyBoard meets all bidding requirements; and

WHEREAS, Automated Logic Services, Inc. has proposed a fee of $119,900.00, with the Texas portion of the project not to exceed $69,290.21, for the improvements needed for the existing HVAC system to operate properly and efficiently; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2024-2025 budget in the Texas Capital Improvement Fund in the amount of $69,290.21.

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

SECTION 1: That Automated Logic Service, Inc. of Richardson, Texas, being a licensed contracting firm, is capable of making the necessary improvements to provide a properly and efficient HVAC system for an amount not to exceed $119,900.00 with the Texarkana, Texas portion not to exceed $69,290.21.

SECTION 2: The City Manager be and is authorized to contract with Automated Logic Services, Inc. of Richardson, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-062 RES HVAC Improvements TWU signed (4494 : 2025-062 RES Contract with Automated Logic Cont)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 5/6/2025 3:20 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-063 authorizing the City Manager to execute a contract with Johnson Controls, Inc. of Fort Worth, Texas, to perform an Investment Grade Energy Audit of the Texarkana Water Utilities facilities, for an amount not to exceed $300,000, with the Texas portion not to exceed $173,370, with funds available in the Utility's 2024-2025 budget in the Texas Capital Improvement Fund.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Consider resolution authorizing the City Manager to enter into a contract with Johnson Controls, Inc. of Fort Worth, Texas to perform an Investment Grade Audit of all the Texarkana Water Utilities facilities serving the Cities of Texarkana, Texas and Texarkana, Arkansas in an amount not to exceed $300,000 with the Arkansas portion of the project not to exceed $173,370. Texarkana Water Utilities advertised a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets. Three (3) firms submitted their qualifications. All three firms were interviewed and Johnson Controls, Inc. of Fort Worth, Texas was selected from the group. The Investment Grade Audit is an Energy Conservation Evaluation of the Utility's 801 Wood Street Office, 808 Olive Street Office, Millwood Water Treatment Plant, South Regional Wastewater Treatment Plant, and water distribution facilities which includes lighting, electrical, equipment evaluation, and overall system improvements in an effort to improve efficiency of the Utility's facilities, thereby improving the overall operation of the Utility. The Utility staff have reviewed and negotiated the cost to what has been determined to be a fair and equitable fee for design and installation of this system

Potential Options:

- None
-

Fiscal Implications:

Funds are available in the Texarkana Water Utilities 2024-2025 Budget in the Texas Capital Improvement Fund in the amount of $173,370.

Staff Recommendation:

The Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-063 RES Investment Grade Audit (DOCX)
b. 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 (PDF)
c. 2025-063 Goals & Perspectives (DOCX)
d. 2025-063 RES Investment Grade Energy Audit signed (PDF)

Staff Coordination

Water Utilities	Gary Smith 04/30/2025 3:00 PM	Department Head Review	Completed	
TWU Administration 3:06 PM	Kenny Icenhower	Review	Completed	04/30/2025
TWU Finance 3:15 PM	Tricia Briggs	TWU Finance Review	Completed	04/30/2025
City Manager 5:09 PM	David Orr	City Manager Review	Completed	04/30/2025
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	05/12/2025

Meeting History

RESOLUTION NO. 2025-063

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JOHNSON CONTROLS, INC. OF FORT WORTH, TEXAS, TO PERFORM AN INVESTMENT GRADE AUDIT OF THE TEXARKANA WATER UTILITIES FACILITIES, IN AN AMOUNT NOT TO EXCEED $300,000, WITH THE TEXAS PORTION NOT TO EXCEED $173,370, WITH FUNDS AVAILABLE IN THE UTILITY'S 2024-2025 BUDGET IN THE TEXAS CAPITAL IMPROVEMENT FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Investment Grade Audit is an Energy Conservation Evaluation of the Utility's 801 Wood Street Office, 808 Olive Street Office, Millwood Water Treatment Plant, South Regional Wastewater Treatment Plant, and water distribution facilities which includes lighting, electrical, equipment evaluation, and overall system improvements in an effort to improve efficiency of the Utility's facilities, thereby improving the overall operation of the Utility; and

WHEREAS, the procurement of services needed to perform the Investment Grade Audit of the Texarkana Water Utilities Facilities is governed by the provisions of Texas Government Code Chapter 2269 "Requests for Qualifications;" and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets, in response to which three (3) firms responded; and

WHEREAS, the Texarkana Water Utilities staff interviewed all three firms considering the qualifications of those responding in terms of exhibited skills, training and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty and based on those considerations, found that Johnson Controls, Inc. of Fort Worth, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, Johnson Controls, Inc. has proposed a fee of $300,000 with the Texas portion of the project not to exceed $173,370 to perform an Investment Grade Audit of Texarkana Water Utilities Facilities; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2024-2025 budget in the Texas Capital Improvement Fund in the amount of $173,370.

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

SECTION 1: That Johnson Controls, Inc. of Fort Worth, Texas is a professional firm capable of

Attachment: 2025-063 RES Investment Grade Audit (4495 : 2025-063 RES Investment Grade Energy Audit)

performing an Investment Grade Audit of the Texarkana Water Utilities Facilities in an amount not to exceed $300,000 with the Texarkana, Texas, portion not to exceed $173,370.

SECTION 2: The City Manager be and is authorized to contract with Johnson Controls, Inc. of Fort Worth, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-063 RES Investment Grade Audit (4495 : 2025-063 RES Investment Grade Energy Audit)

PROJECT DEVELOPMENT AGREEMENT BETWEEN:

Texarkana Water Utilities 801 Wood Street Texarkana, Texas 75501	AND	Johnson Controls, Inc. 3021 West Bend Drive Irving, Texas 75063

The purpose of this Project Development Agreement (PDA) is to confirm the intent of Johnson Controls, Inc. (JCI) and Texarkana Water Utilities (Customer) to perform an Investment Grade Audit (IGA) of Customer Property. Customer Property shall include all property managed by Customer in both Texas and Arkansas (the "Customer Property").

1.) Scope of Services

JCI proposes to perform an Investment Grade Audit (IGA) of Customer Property identified in Table 1. JCI will analyze the operational expenditures and characteristics of all Customer Property and identify improvement measures and operating and maintenance services to improve the infrastructure, reduce operating costs and increase revenues.

Table 1 – Customer Property

Utility Department Facilities
Water Production & Distribution Systems
Wastewater Treatment & Collection Systems

JCI will investigate and analyze the improvement measures and services identified in Table 2 for all Customer Property as part of the IGA. After the completion of detailed site visits and interviews, JCI will furnish to Customer a detailed report of all recommended improvement measures and services, the costs of such recommended improvement measures and services, and the actual cost benefit of each recommended measure and service.

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

Table 2 – Improvement Measures

General	Lighting Retrofits & Controls
	HVAC Improvements
	Water Conservation
	Solar Energy Systems
	Building Envelope Improvements
	Renewable Energy Opportunities
	Electric Demand Management
	Electric Power Factor Correction
	O&M Cost Reductions
	Utility Company Rebates
Water Production Facilities	Process Improvements
	Pumping System Improvements
Water Distribution Facilities	Pumping System Improvements
Wastewater Treatment Facilities	Process Improvements
	Pumping System Improvements
	Aeration System Improvements
	Biogas Improvements
	Solids Improvements
Utility Bills (TWU Facilities Only)	Bill Analysis
	Utility Rate Improvements
	Meter Consolidation

2.) Deliverables

Upon completion of the audit, JCI shall deliver to the Customer an Investment Grade Audit (IGA) Report setting forth in detail an analysis of the above, any recommended improvements or changes, and the estimated cost benefit of same. As an option, JCI shall provide an Implementation Contract.

The IGA Report will contain the following:

a. Scope of work for recommended infrastructure improvements;
b. Estimated cost to implement each recommended improvement measure and the annual estimated project benefits generated by each recommended improvement measure; and
c. Potential grants, utility rebates, and other low cost sources of funding for the project improvements.

The optional Implementation Contract will contain the following:

a. Scope of work for best solution of infrastructure improvements;
b. Guaranteed Maximum Price (GMP) to implement the project, with a breakdown of each area or section of the project and the GMP, and the annual actual project benefits generated by the improvements;

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

c. Measurement and verification (M&V) plan, jointly developed by JCI and the Customer, that outlines ongoing procedures to verify guaranteed actual project benefits; and
d. Comprehensive plan for the ongoing support services and training to properly maintain the new equipment and systems implemented by JCI, if that option is chosen by Customer.

3.) Records and Data

During the project development, the Customer will furnish to JCI, if available and in Customer's possession, upon its request, accurate and complete data: customer billings, operating costs, budgets, master plans, engineering reports and other information to assist with developing the best solutions for the project.

4.) Price and Payment Terms

Customer agrees to pay JCI the not to exceed sum of $300,000 (the "Compensation") within 60 days after the delivery to, and acceptance by, the Customer, the documentation described in this Agreement.

However, Customer will have no obligation to pay this amount if JCI does not fulfil the requirements of the audit, or if the Customer agrees to move forward with the optional Implementation Contract within 180 days after the delivery to the Customer of all documentation described in this Agreement. The total PDA cost will be transferred to the cost of the Implementation Contract and be subject to the payment terms outlined and agreed upon in the Implementation Contract.

5.) Indemnity

Customer agrees that JCI shall be responsible only for such injury, loss, or damage caused by the intentional misconduct or the negligent act or omission of JCI. To the extent permitted by law, JCI agrees to indemnify and to hold Customer, including Customer's officers, agents, directors, and employees, harmless from all claims, demands, or suits of any kind, including all legal costs and attorney's fees, resulting from the intentional misconduct of JCI's employees or any negligent act or omission by JCI's employees or agents.

To the extent permitted by law, and without waiving governmental immunity, Customer agrees to indemnify and to hold JCI, including JCI's officers, agents, directors, and employees, harmless from all claims, demands, or suits of any kind, including all legal costs and attorney's fees, resulting from the intentional misconduct of Customer's employees or any negligent act or omission by Customer's employees or agents.

Neither JCI nor the Customer will be responsible to the other for any special, indirect, or consequential damages, unless specifically set forth herein.

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

6.) Default

In the event that either party fails to perform its duties and obligations under this Agreement after ten (10) days written notice, then there shall be an event of default and the aggrieved party shall have the rights as set forth in paragraph 7 of this Agreement; provided that if the failure to perform is of such nature that it cannot reasonably be cured in ten (10) days, then there shall be no default so long as the party is making a diligent and good faith effort to correct the deficiency.

7.) Remedies

7.1. If a dispute arises between the parties relating to rights, duties, or obligations arising out of this Agreement, the parties agree to the following dispute resolution procedures:

(a) A meeting shall be held promptly between the parties or their designated representatives to attempt in good faith to informally negotiate a resolution of the dispute. Such negotiations may include one or both parties securing legal counsel or consultants who may participate in the negotiation.

(b) If resolution is not readily achieved by informal negotiations, the parties may agree to select a neutral third party ("NTP") to assist in resolution of the dispute. The NTP shall promptly convene a private meeting with all representatives of the parties to hear the parties' positions and render oral recommendations for resolution of the dispute. The recommendations of the NTP shall not be binding on any party. By separate written agreement, the parties may further define the role of the NTP and may expand the NTP to consist of a team of persons possessing the necessary expertise. Use of the NTP is voluntary. No party will be deemed to be in breach of this Agreement solely because of a refusal to utilize a NTP.

(c) At all times during the course of any dispute resolution, the parties shall continue diligently and without delay to perform their respective obligations under this Agreement.

(d) Each party shall pay its own costs and expenses, including attorney's fees, incurred during any facet of dispute resolution procedures outlined above. The fees and expenses of the NTP and arbitration panel shall be divided equally between the parties.

7.2. Customer may terminate this Agreement with cause, or without cause, upon giving ten days' notice. JCI shall provide full documentation of all work performed as of the date of termination. Customer shall pay the prorata portion of Compensation as it pertains to the portion of work properly completed, as determined by Customer, in comparison to the total scope of work proposed as set forth in the Agreement. Upon such payment, all obligations between the parties shall cease.

8.) Confidentiality

The parties acknowledge and agree that Customer is subject to Chapter 552 of the Texas Government Code, commonly known as the "Texas Public Information Act" or "Texas Open Records Act" ("the Act"). Notwithstanding any other provision, including exemptions or exceptions to the Act, the parties agree that in the event that any provision of this Agreement, or other documents related to this Agreement, including,

but not limited to, any exhibit, attachment, amendment, addendum, or other incorporated document, is determined by a court or the Attorney General of the State of Texas to be in conflict with the Act, such provision shall, insofar as that conflict, be of no force or effect. Unless disclosure is required by law, Customer agrees, to the extent permitted by the Act, to exercise reasonable and prudent measures to safeguard JCI's proprietary information unless JCI authorizes disclosure, JCI has already made public the information, Customer obtained the information from another source independent of JCI, or an opinion of the Attorney General requires disclosure.

Any information or documents that JCI uses in the performance of the services provided under this Agreement which JCI considers confidential or proprietary or which contains trade secrets must be clearly marked accordingly. The marking must be explicit as to the designated information.

In the event Customer receives a request for information pursuant to the Act that affects JCI's rights, title to, or interest in any software, or a part thereof, or other information, items or data furnished to Customer by JCI under the Agreement, then Customer will comply with the Act's requirements for notice to JCI of such request. JCI shall state in writing to Customer within three (3) business days of receiving Customer's notice whether it intends to approve release of the requested information or assert to the Attorney General statutory exceptions to disclosure. If JCI decides to assert exceptions to the Act in response to the request, then JCI shall, at its own expense, prepare and send the notices, comments, and briefing for its submission to the Attorney General in accordance with the substantive requirements and time periods provided in the Act. JCI shall also prepare at its expense for Customer's use the notices, comments, and briefing for Customer's submission to the Attorney General in accordance with the substantive requirements and time periods provided in the Act.

The parties intend for JCI to hold Customer harmless should JCI seek a judicial ruling on its asserted statutory exceptions to withholding information requested under the Act. For any suit pursuant to Sections 552.324 and 552.325 of the Texas Government Code, JCI shall bear all litigation costs, expenses, attorney's fees, and assessments, including the costs, expenses, and attorney's fees incurred by Customer and any adverse assessments against Customer arising out of Customer being a named party to such a suit. As a condition precedent to Customer's involvement in such a suit, JCI shall deposit with Customer the dollar amount estimated by Customer that will be incurred for costs, expenses, and attorney's fees.

9.) Miscellaneous Provisions

9.1 Assignment. This agreement cannot be assigned by either party without the prior written consent of the other party.

9.2 Entire Agreement. This agreement is the entire agreement between JCI and the Customer and supersedes any prior oral understandings, written agreements, proposals, or other communications between JCI and the Customer.

9.3 Modifications. Any change or modification to this agreement will not be effective unless made in writing. This written instrument must specifically indicate that it is an amendment, change, or modification to this agreement.

9.4 Governing Law. The terms and conditions of this Agreement shall be governed and construed in accordance with the laws of the State of Texas. Venue for this Agreement shall be in Bowie County, Texas, the place of performance.

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

9.5 Headings. The article headings contained in this Agreement are for reference only and for the convenience of the parties. They shall not be deemed to constitute a part of this Agreement, nor shall they alter, modify, or supersede the contents of any of the provisions themselves.

9.6 Notices. All notices, demands or communications required in accordance with the terms of this Agreement, shall be sent by registered or certified mail, return receipt requested, by nationally recognized overnight courier service, or by email delivery receipt attached. Notice shall be effective five days after deposit in the mail, upon delivery to the courier service, or upon receipt of email delivery notice. The notices shall be sent to the addresses set forth below unless otherwise designated, in writing, by the parties.

As to Customer:

Texarkana Water Utilities
Attn: Executive Director
801 Wood Street
Texarkana, Texas 75501

As to JCI:

Johnson Controls, Inc.
Attn: Regional Sustainable Infrastructure Manager
3021 West Bend Drive
Irving, TX 75063

With a copy to: Johnson Controls, Inc.
Attn: General Counsel – Sustainable Infrastructure
5757 N Green Bay Ave
Milwaukee, Wisconsin 53209

9.7 Severability. If any of the provisions of this Agreement are deemed invalid, void, or illegal, then the provisions so affected shall be deleted from this Agreement. All remaining provisions shall remain in full force and effect.

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

Johnson Controls

Texarkana Water Utilities
Project Development Agreement

This document represents the business intent of both parties and by execution below the parties acknowledge they have authority to enter into this agreement.

Acceptance:

City of Texarkana, Texas

Signature

Name

Title

Date

Acceptance:

City of Texarkana, Arkansas

Signature

Name

Title

Date

Acceptance:

Johnson Controls, Inc.

Signature

MATTHEW D. SINGLETON

Name

AREA GENERAL MANAGER

Title

4/12/25

Date

Attachment: 2025-063 ATTH 01 JCI Energy Audit PDA_Final_04-24-25 [Revision 1] (4495 : 2025-063 RES Investment Grade Energy Audit)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-063 Goals & Perspectives (4495 : 2025-063 RES Investment Grade Energy Audit)

RESOLUTION NO. 2025-063

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JOHNSON CONTROLS, INC. OF FORT WORTH, TEXAS, TO PERFORM AN INVESTMENT GRADE AUDIT OF THE TEXARKANA WATER UTILITIES FACILITIES, IN AN AMOUNT NOT TO EXCEED $300,000, WITH THE TEXAS PORTION NOT TO EXCEED $173,370, WITH FUNDS AVAILABLE IN THE UTILITY'S 2024-2025 BUDGET IN THE TEXAS CAPITAL IMPROVEMENT FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Investment Grade Audit is an Energy Conservation Evaluation of the Utility's 801 Wood Street Office, 808 Olive Street Office, Millwood Water Treatment Plant, South Regional Wastewater Treatment Plant, and water distribution facilities which includes lighting, electrical, equipment evaluation, and overall system improvements in an effort to improve efficiency of the Utility's facilities, thereby improving the overall operation of the Utility; and

WHEREAS, the procurement of services needed to perform the Investment Grade Audit of the Texarkana Water Utilities Facilities is governed by the provisions of Texas Government Code Chapter 2269 "Requests for Qualifications;" and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets, in response to which three (3) firms responded; and

WHEREAS, the Texarkana Water Utilities staff interviewed all three firms considering the qualifications of those responding in terms of exhibited skills, training and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty and based on those considerations, found that Johnson Controls, Inc. of Fort Worth, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, Johnson Controls, Inc. has proposed a fee of $300,000 with the Texas portion of the project not to exceed $173,370 to perform an Investment Grade Audit of Texarkana Water Utilities Facilities; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2024-2025 budget in the Texas Capital Improvement Fund in the amount of $173,370.

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

SECTION 1: That Johnson Controls, Inc. of Fort Worth, Texas is a professional firm capable of

Attachment: 2025-063 RES Investment Grade Energy Audit signed (4495 : 2025-063 RES Investment Grade Energy Audit)

performing an Investment Grade Audit of the Texarkana Water Utilities Facilities in an amount not to exceed $300,000 with the Texarkana, Texas, portion not to exceed $173,370.

SECTION 2: The City Manager be and is authorized to contract with Johnson Controls, Inc. of Fort Worth, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-063 RES Investment Grade Energy Audit signed (4495 : 2025-063 RES Investment Grade Energy Audit)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/5/2025 3:44 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-064 authorizing the City Manager to execute a contract with Elliott Electric Supply of Texarkana, Texas, to retrofit the switchgear serving the High Service Pump #3 for the Millwood Water Treatment Plant for an amount not to exceed $69,635.00, with the Texas portion not to exceed $40,242.06, with funds available in Utility's 2024-2025 budget in the Lake Texarkana Water Supply Corporation Fund.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The switchgear serving the High Service Pump #3 for the Millwood Water Treatment Plant is down, requiring a retrofit to enable the operation of the High Service Pump #3. Elliott Electric Supply quoted to perform this retrofit (ATTH 01). Due to the time constraints of the emergency Elliott Electric Supply is the quickest option for this retrofit. The total cost is $69,635 with the Texas portion not to exceed $40,242.06.

Potential Options:

- None
-

Fiscal Implications:

Funds are available in the Utility's 2024-2025 Budget in the Millwood Water Treatment Plant Depreciation Fund at $69,635.00.

Staff Recommendation:

Utility staff recommends approval.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

a. 2025-064 RES #3 High Service Pump Switchgear MW (DOCX)
b. 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (DOCX)
c. 2025-064 Goals & Perspectives (DOCX)
d. 2025-064 RES Switchgear High Svc Pump #3 signed (PDF)

Staff Coordination

Water Utilities	Gary Smith 04/30/2025 3:41 PM	Department Head Review	Completed	
TWU Administration 3:42 PM	Kenny Icenhower	Review	Completed	04/30/2025
TWU Finance 4:02 PM	Tricia Briggs	TWU Finance Review	Completed	04/30/2025
City Manager 5:19 PM	David Orr	City Manager Review	Completed	04/30/2025
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	05/12/2025

Meeting History

RESOLUTION NO. 2025-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH ELLIOTT ELECTRIC SUPPLY OF TEXARKANA, TEXAS, TO RETROFIT THE SWITCHGEAR SERVING THE HIGH SERVICE PUMP #3 FOR THE MILLWOOD WATER TREATMENT PLANT IN AN AMOUNT NOT TO EXCEED $69,635.00, WITH THE TEXAS PORTION NOT TO EXCEED $40,242.06; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Millwood Water Treatment Plant switchgear serving the High Service Pump #3 is down; and

WHEREAS, it was determined the most cost-effective option would be to retrofit the Millwood Water Treatment Plant switchgear serving the #3 High Service Pump (**ATTH 01**) with a price of $69,635.00, with the Texas portion not to exceed $40,242.06; and

WHEREAS, due to the emergency time constraints of this situation, Elliott Electric Supply is the quickest option to perform the retrofit of the switchgear serving the High Service Pump #3; and

WHEREAS, budgeted funds are available in the Utility's 2024-2025 budget in the Millwood Water Treatment Plant Depreciation Fund.

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

SECTION 1: The most cost-effective option would be to retrofit the Millwood Water Treatment Plant switchgear serving the #3 High Service Pump for a total amount not to exceed $69,635.00, with the Texas portion not to exceed $40,242.06.

SECTION 2: The City Manager be and is hereby authorized to execute a contract with Elliott Electric Supply of Texarkana, Texas, to retrofit the switchgear serving the High Service Pump #3 for the Millwood Water Treatment Plant.

SECTION 3: 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 **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-064 RES #3 High Service Pump Switchgear MW (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

3/25/2025

TO: Brandon Dickinson
Texarkana Water Utility
903-748-3030

RE: **Proposal Number: LRBC-250318-02-PC**
Subject: Texarkana Water Utility Ampgard Retrofit
Jobsite Location: 136 Little River 741 Ashdown, AR 71822

Thank you for considering Elliott Electric Supply and Eaton's Electrical Engineering Services & Systems (E-ESS) for your electrical solutions requirements. This proposal outlines our proposed scope of work at your facility.

Representatives of the Texarkana Water Utility have requested Eaton EESS to provide and install Eaton Ampgard Medium Voltage Motor Control upgrades onto an existing lineup of Westinghouse Ampgard. The existing equipment contains an Ampgard LF Air Break 400amp, 4160volt contactor currently controlling a 600HP motor. The following components are included in this proposal:

Eaton Vista Part #	QTY	Description	Lead Time (Weeks)
2147A50G04	1	SLW 430 CONTACTOR, 4160V, 2KVA CPT	12
2147A15G03	1	RECEPTACLE, 12 POINT, PART OF SJA4 CELL REFER TO PL/SNI 8855 FOR FURTHER INFO	12
D15CR22AB	1	FREEDOM SERIES RELAY 2NO/2NC 120VAC	12
D15CR31AB	1	FREEDOM SERIES RELAY 3NO/1NC 120VAC	12
	1	misc hardware	12
	1	terminal blocks	12
	1	wire tags	12
	1	#14awg sis wire	12

Scope of Work

Eaton Corporation will provide the necessary field service personnel, tools, materials and approved test equipment to perform the scope of work as described herein.

- Eaton Corp Field Service Personnel will coordinate commencement of work with Representatives of the Texarkana Water Utility.
- Eaton Corp Field Service Personnel will propose a new wiring schematic to Eaton Corp Field Service Personnel for a full voltage non reversing motor starter reusing their MP3000 protective relay. Once approval is given, parts will be ordered based on the list above. If any changes are made additional charges may apply.
- Eaton Corp Field Service Personnel will travel to the site, perform a site inspection to review equipment access, collect data on existing equipment wiring interconnection, and review site Lock Out Tag Out procedures.

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This submittal contains material which is Proprietary and Confidential to Eaton Corporation It may only be used to evaluate and respond to this proposal. Unauthorized use and/or disclosure is strictly prohibited.

Attachment: 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (4496 : 2025 -064 RES Retrofit High Gear

- During an electrical outage, Eaton Corp Field Service Personnel will mark, disconnect, and pull back existing power cables and control cables connected to the existing Ampgard LF contactor and wiring. The existing Ampgard LF contactor and wiring will be removed and preparations will be made to install the new vacuum SL contactor and wiring.
- Eaton Corp Field Service Personnel will inspect the existing cabling prior to installing new equipment. In the event that any deficiencies are found, Eaton Corp Field Service Personnel will identify the deficiency to Representatives of the Texarkana Water Utility and make recommendations for resolutions.
- Eaton Corp Field Service Personnel will install the new equipment referenced above and interconnect it to the existing power and control cables.
- **Eaton assumes all existing cabling will be reusable and has not included in this proposal any cable, cable installation, or conduit installation. Any new material or labor required over and above what is included in this proposal will be billed on a Time and Material Basis per the current rate sheet.**
- Eaton Corp Field Service Personnel will test installation to ensure proper operation and system performance.
- Eaton Corp. will redline/revise the agreed upon schematic, if necessary, to reflect the all changes made to the equipment referenced. Once the equipment installation by Eaton Corp. is complete, the changes will be made to the drawings. Drawings will be delivered approximately three (3) to four (4) weeks after completion of work.

A comprehensive engineering report including findings, test data, and recommendations will be furnished after completion of work.

Pricing

The price to Texarkana Water Utility for the above scope of work is ***$69,635.00,*** based on performing site work on a weekday-day turn. If the work cannot be performed during regular working hours (6am-5pm) or must be performed on weekends or holidays, please contact us to adjust the price accordingly.

This pricing is based on Eaton Corp. Field Service Personnel working eight (8) hours a day, for approximately two (2) days on site including any required equipment set up. This tentative schedule is based on performing equipment Demo/Installation and testing on de-energized equipment. Any changes to this tentative schedule may require additional charges based on the current price list.

This Price consists of equipment and Eaton Field Service Engineer labor charges. Labor pricing is based on straight time hours, Monday through Friday. Payment will be net 30 days after completion of the work. No Taxes have been included in this price. All applicable taxes will be added at the time of invoice.

Clarifications and Exceptions

1. This proposal was prepared based upon Eaton's understanding of the documentation and discussions listed in Eaton Scope of Work. If a change to the system functionality, hardware and/or software is to be used, or scope of work is presented to Eaton, then Eaton will respond by issuing an addendum to this proposal describing the impact on the schedule and cost of the system or work additions or subtractions.
2. If a job is cancelled, delayed, rescheduled, or postponed 5 days or less prior to scheduled service, Eaton reserves the right to assess a charge of 35% of the purchase order value or actual costs, plus a 15% handling charge (whichever is greater).

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This submittal contains material which is Proprietary and Confidential to Eaton Corporation It may only be used to evaluate and respond to this proposal. Unauthorized use and/or disclosure is strictly prohibited.

Attachment: 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (4496 : 2025 -064 RES Retrofit High Gear

3. Delays and stand-by time beyond the control of Eaton, extras, and authorized additional work will be charged in accordance with the Eaton's Electrical Engineering Services & Systems Price List PL02700001E.
4. Eaton has not included any applicable sales tax in this proposal.
5. All testing will be performed per Eaton standard testing guidelines unless otherwise specified.
6. All device settings to be supplied by others and power system studies are not included.
7. This service is weather permitting if this is outdoor equipment.
8. No time/labor included for site specific training meetings/classes/videos. If required, additional charges will apply and will be billed separately from this proposal.
9. This proposal, as presented, is not subject to prevailing wage requirements. In the event that the project necessitates the payment of prevailing wages by the contractor and all subcontractors, including Eaton, for work performed under this proposal, Eaton reserves the right to amend the pricing to ensure compliance with prevailing wage statutes
10. Training on customer equipment is not included in this proposal.
11. Power monitoring and Automation is not included in this proposal.
12. Relay setting file development is not included in this quote.
13. Drawings and updated submittals are not included in this proposal.
14. 3rd party UL inspection not included. Requirements for UL listed components are the responsibility of the end user.

Delivery

Schedule: The scheduling of work will be mutually agreed upon between the customer and Eaton. Three weeks advance notice is required for scheduling.

Material: Equipment shipment will be F.O.B. point of origin and is estimated (as of the date of this proposal) at 12 to 14 weeks after receipt of an order and all necessary technical information. Estimated shipment dates subject to change.

Safety Clarifications

1. Eaton will not perform work activities in situations where the proper level of PPE is not practical. At no time will work be performed when the arc-flash exposure levels are above 40 cal/cm2.
2. To establish an electrically safe work condition, the customer is to provide an up-to-date site electrical one-line diagram(s) for lockout/tagout purposes showing all sources of power.
3. For electrical outages requiring utility isolation, the customer and utility shall coordinate lockout/tagout requirements with Eaton in a written plan of execution.
4. Customer shall be responsible to perform all switching. Any requirement of Eaton for perform switching will require customer signature and a minimum of two Eaton personnel. Additional charges will apply.
5. The customer supplied Arc-Flash study along with their labeled equipment to meet NFPA 70E requirements will be used to determine the Personal Protective Equipment (PPE) required to perform the work required for this proposal. When a current study and labeling is not available, the time required to determine the proper PPE will be an adder at the current rate per hour, unless included within the Eaton scope of work.

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This submittal contains material which is Proprietary and Confidential to Eaton Corporation It may only be used to evaluate and respond to this proposal. Unauthorized use and/or disclosure is strictly prohibited.

Attachment: 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (4496 : 2025 -064 RES Retrofit High Gear

Customer Responsibilities

1. Providing free access to equipment within their facility.
2. Ensuring that all equipment is available upon arrival of Eaton personnel, including removal from service to permit continuous progression of work. Delay time in making equipment available will be treated as an extra.
3. Identifying site contact for this project.
4. Coordinating all outages and perform all switching to de-energize and isolate equipment to be serviced.
5. Ensuring that all circuits to be de-energized have been clearly identified and that all plant personnel and downstream operations are aware of the required outage date, time and duration. This includes maintaining power to vital or necessary plant equipment and processes during the performance of this scope of work.
6. Providing a copy of the past maintenance records to Eaton personnel.
7. Providing manufacturers maintenance manuals upon arrival of Field Engineer(s).
8. Supplying a complete set of electrical plans, including the plant single-line diagram, specifications, and any pertinent change orders to Eaton before commencement of work.
9. Supply a suitable and stable source of power for operation of test and motorized equipment at each test site when normal power is removed or authorize Eaton to obtain a source of auxiliary power, Eaton shall specify requirements. Any non-standard generators rentals will result in a price adder to this proposal.
10. Providing a place to receive and unload replacement equipment, test equipment or other supplies.
11. Providing special tools supplied by equipment manufacturers.

Safety Training of Eaton Field Personnel:

1. All Eaton field personnel received training to meet or exceed NFPA 70E requirements, and appropriate personal protective equipment (PPE) have been issued.
2. The customer is responsible to ensure that any supporting plant personnel have also be fully trained in electrical safety and provided with the appropriate personnel protective equipment.

Stand-by Time

1. Stand-by time is defined as Eaton time spent on-site waiting for personnel or access to equipment necessary to perform the required steps for the service work outlined within this proposal.
2. Under the terms of this proposal, stand-by time is not included within the Scope of Work.
3. Stand-by or delays that are outside the immediate control of Eaton will be charged separately at published services rates plus any applicable expenses.

Proprietary and Confidential Information

This submittal contains Eaton proprietary and confidential information, which may only be used by the addressee to evaluate and respond to this submittal. By accepting this submittal from Eaton, the addressee agrees to not use this submittal, or any information contained herein, in any manner adverse to Eaton's interests; to keep in confidence the submittal and all information contained; and to not disclose to any third party or publish this submittal, any portion thereof, or any information contained herein without Eaton's prior written consent.

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Attachment: 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (4496 : 2025 -064 RES Retrofit High Gear

Terms and Conditions

Any order arising out of this offer will be governed by the conditions contained in Eaton Selling Policy 25-000 dated September 1, 2021 or other mutually agreed upon terms and conditions by both parties, in writing. This offer is valid for 30 days from date of issue unless otherwise extended, modified, or withdrawn, in writing, by Eaton Corporation. Payments are due and payable net within thirty (30) days from the date of each invoice. A 3% surcharge will be added to all credit card transactions except where prohibited.

To accept this proposal, please:

1. Reference: **LRBC-250318-02-PC**
2. Issue a purchase order to **ELLIOTT ELECTRIC SUPPLY**
3. Email purchase order to wesbelk@elliottelectric.com

Acceptance of proposal signature: _____

A hardcopy of the Elliott Electric Supply purchase order must be received by Eaton prior to service being scheduled.

Should there be any further questions or needs, please contact us at any time. It is a privilege to have this opportunity to be of service. Elliott Electric Supply and Eaton's Electrical Services & Systems looks forward to working with you on this project.

Sincerely,

Wes Belk
Elliott Electric Supply
903-277-9052
wesbelk@elliottelectric.com

Pat Coffman (LRBC)
Pat Coffman (LRBC)
patrickdcoffman@eaton.com
(M)724-841-2393
Service Sales Engineer
Eaton Corporation
Electrical Services and Systems

Eaton Services Links

- Eaton Electrical Services Line Card
- Power Systems Engineering line card
- Switchgear Modernization Options
  - Low Voltage Replacement Circuit Breakers
  - Low Voltage Retro fill
  - Medium Voltage Replacement Circuit Breakers
- Customer Training
- Arc flash Safety Solutions
- Arc flash Reduction

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Attachment: 2025-064 ATTH 01 LRBC-250318-02-PC Rev1 Texarkana Water Utility Ampgard Retrofit (1) (4496 : 2025 -064 RES Retrofit High Gear

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:

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

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:

Attachment: 2025-064 Goals & Perspectives (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

RESOLUTION NO. 2025-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH ELLIOTT ELECTRIC SUPPLY OF TEXARKANA, TEXAS, TO RETROFIT THE SWITCHGEAR SERVING THE HIGH SERVICE PUMP #3 FOR THE MILLWOOD WATER TREATMENT PLANT IN AN AMOUNT NOT TO EXCEED $69,635.00, WITH THE TEXAS PORTION NOT TO EXCEED $40,242.06; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Millwood Water Treatment Plant switchgear serving the High Service Pump #3 is down; and

WHEREAS, it was determined the most cost-effective option would be to retrofit the Millwood Water Treatment Plant switchgear serving the #3 High Service Pump (**ATTH 01**) with a price of $69,635.00, with the Texas portion not to exceed $40,242.06; and

WHEREAS, due to the emergency time constraints of this situation, Elliott Electric Supply is the quickest option to perform the retrofit of the switchgear serving the High Service Pump #3; and

WHEREAS, budgeted funds are available in the Utility's 2024-2025 budget in the Millwood Water Treatment Plant Depreciation Fund.

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

SECTION 1: The most cost-effective option would be to retrofit the Millwood Water Treatment Plant switchgear serving the #3 High Service Pump for a total amount not to exceed $69,635.00, with the Texas portion not to exceed $40,242.06.

SECTION 2: The City Manager be and is hereby authorized to execute a contract with Elliott Electric Supply of Texarkana, Texas, to retrofit the switchgear serving the High Service Pump #3 for the Millwood Water Treatment Plant.

SECTION 3: 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 **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

3/25/2025

TO: Brandon Dickinson
Texarkana Water Utility
903-748-3030

RE: **Proposal Number: LRBC-250318-02-PC**
Subject: Texarkana Water Utility Ampgard Retrofit
Jobsite Location: 136 Little River 741 Ashdown, AR 71822

Thank you for considering Elliott Electric Supply and Eaton's Electrical Engineering Services & Systems (E-ESS) for your electrical solutions requirements. This proposal outlines our proposed scope of work at your facility.

Representatives of the Texarkana Water Utility have requested Eaton EESS to provide and install Eaton Ampgard Medium Voltage Motor Control upgrades onto an existing lineup of Westinghouse Ampgard. The existing equipment contains an Ampgard LF Air Break 400amp, 4160volt contactor currently controlling a 600HP motor. The following components are included in this proposal:

Eaton Vista Part #	QTY	Description	Lead Time (Weeks)
2147A50G04	1	SLW 430 CONTACTOR, 4160V, 2KVA CPT	12
2147A15G03	1	RECEPTACLE, 12 POINT, PART OF SJA4 CELL REFER TO PL/SNI 8855 FOR FURTHER INFO	12
D15CR22AB	1	FREEDOM SERIES RELAY 2NO/2NC 120VAC	12
D15CR31AB	1	FREEDOM SERIES RELAY 3NO/1NC 120VAC	12
	1	misc hardware	12
	1	terminal blocks	12
	1	wire tags	12
	1	#14awg sis wire	12

Scope of Work

Eaton Corporation will provide the necessary field service personnel, tools, materials and approved test equipment to perform the scope of work as described herein.

- Eaton Corp Field Service Personnel will coordinate commencement of work with Representatives of the Texarkana Water Utility.
- Eaton Corp Field Service Personnel will propose a new wiring schematic to Eaton Corp Field Service Personnel for a full voltage non reversing motor starter reusing their MP3000 protective relay. Once approval is given, parts will be ordered based on the list above. If any changes are made additional charges may apply.
- Eaton Corp Field Service Personnel will travel to the site, perform a site inspection to review equipment access, collect data on existing equipment wiring interconnection, and review site Lock Out Tag Out procedures.

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Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

- During an electrical outage, Eaton Corp Field Service Personnel will mark, disconnect, and pull back existing power cables and control cables connected to the existing Ampgard LF contactor and wiring. The existing Ampgard LF contactor and wiring will be removed and preparations will be made to install the new vacuum SL contactor and wiring.
- Eaton Corp Field Service Personnel will inspect the existing cabling prior to installing new equipment. In the event that any deficiencies are found, Eaton Corp Field Service Personnel will identify the deficiency to Representatives of the Texarkana Water Utility and make recommendations for resolutions.
- Eaton Corp Field Service Personnel will install the new equipment referenced above and interconnect it to the existing power and control cables.
- **Eaton assumes all existing cabling will be reusable and has not included in this proposal any cable, cable installation, or conduit installation. Any new material or labor required over and above what is included in this proposal will be billed on a Time and Material Basis per the current rate sheet.**
- Eaton Corp Field Service Personnel will test installation to ensure proper operation and system performance.
- Eaton Corp. will redline/revise the agreed upon schematic, if necessary, to reflect the all changes made to the equipment referenced. Once the equipment installation by Eaton Corp. is complete, the changes will be made to the drawings. Drawings will be delivered approximately three (3) to four (4) weeks after completion of work.

A comprehensive engineering report including findings, test data, and recommendations will be furnished after completion of work.

Pricing

The price to Texarkana Water Utility for the above scope of work is ***$69,635.00,*** based on performing site work on a weekday-day turn. If the work cannot be performed during regular working hours (6am-5pm) or must be performed on weekends or holidays, please contact us to adjust the price accordingly.

This pricing is based on Eaton Corp. Field Service Personnel working eight (8) hours a day, for approximately two (2) days on site including any required equipment set up. This tentative schedule is based on performing equipment Demo/Installation and testing on de-energized equipment. Any changes to this tentative schedule may require additional charges based on the current price list.

This Price consists of equipment and Eaton Field Service Engineer labor charges. Labor pricing is based on straight time hours, Monday through Friday. Payment will be net 30 days after completion of the work. No Taxes have been included in this price. All applicable taxes will be added at the time of invoice.

Clarifications and Exceptions

1. This proposal was prepared based upon Eaton's understanding of the documentation and discussions listed in Eaton Scope of Work. If a change to the system functionality, hardware and/or software is to be used, or scope of work is presented to Eaton, then Eaton will respond by issuing an addendum to this proposal describing the impact on the schedule and cost of the system or work additions or subtractions.
2. If a job is cancelled, delayed, rescheduled, or postponed 5 days or less prior to scheduled service, Eaton reserves the right to assess a charge of 35% of the purchase order value or actual costs, plus a 15% handling charge (whichever is greater).

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Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

3. Delays and stand-by time beyond the control of Eaton, extras, and authorized additional work will be charged in accordance with the Eaton's Electrical Engineering Services & Systems Price List PL02700001E.
4. Eaton has not included any applicable sales tax in this proposal.
5. All testing will be performed per Eaton standard testing guidelines unless otherwise specified.
6. All device settings to be supplied by others and power system studies are not included.
7. This service is weather permitting if this is outdoor equipment.
8. No time/labor included for site specific training meetings/classes/videos. If required, additional charges will apply and will be billed separately from this proposal.
9. This proposal, as presented, is not subject to prevailing wage requirements. In the event that the project necessitates the payment of prevailing wages by the contractor and all subcontractors, including Eaton, for work performed under this proposal, Eaton reserves the right to amend the pricing to ensure compliance with prevailing wage statutes
10. Training on customer equipment is not included in this proposal.
11. Power monitoring and Automation is not included in this proposal.
12. Relay setting file development is not included in this quote.
13. Drawings and updated submittals are not included in this proposal.
14. 3rd party UL inspection not included. Requirements for UL listed components are the responsibility of the end user.

Delivery

Schedule: The scheduling of work will be mutually agreed upon between the customer and Eaton. Three weeks advance notice is required for scheduling.

Material: Equipment shipment will be F.O.B. point of origin and is estimated (as of the date of this proposal) at 12 to 14 weeks after receipt of an order and all necessary technical information. Estimated shipment dates subject to change.

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3. For electrical outages requiring utility isolation, the customer and utility shall coordinate lockout/tagout requirements with Eaton in a written plan of execution.
4. Customer shall be responsible to perform all switching. Any requirement of Eaton for perform switching will require customer signature and a minimum of two Eaton personnel. Additional charges will apply.
5. The customer supplied Arc-Flash study along with their labeled equipment to meet NFPA 70E requirements will be used to determine the Personal Protective Equipment (PPE) required to perform the work required for this proposal. When a current study and labeling is not available, the time required to determine the proper PPE will be an adder at the current rate per hour, unless included within the Eaton scope of work.

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Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

Customer Responsibilities

1. Providing free access to equipment within their facility.
2. Ensuring that all equipment is available upon arrival of Eaton personnel, including removal from service to permit continuous progression of work. Delay time in making equipment available will be treated as an extra.
3. Identifying site contact for this project.
4. Coordinating all outages and perform all switching to de-energize and isolate equipment to be serviced.
5. Ensuring that all circuits to be de-energized have been clearly identified and that all plant personnel and downstream operations are aware of the required outage date, time and duration. This includes maintaining power to vital or necessary plant equipment and processes during the performance of this scope of work.
6. Providing a copy of the past maintenance records to Eaton personnel.
7. Providing manufacturers maintenance manuals upon arrival of Field Engineer(s).
8. Supplying a complete set of electrical plans, including the plant single-line diagram, specifications, and any pertinent change orders to Eaton before commencement of work.
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11. Providing special tools supplied by equipment manufacturers.

Safety Training of Eaton Field Personnel:

1. All Eaton field personnel received training to meet or exceed NFPA 70E requirements, and appropriate personal protective equipment (PPE) have been issued.
2. The customer is responsible to ensure that any supporting plant personnel have also be fully trained in electrical safety and provided with the appropriate personnel protective equipment.

Stand-by Time

1. Stand-by time is defined as Eaton time spent on-site waiting for personnel or access to equipment necessary to perform the required steps for the service work outlined within this proposal.
2. Under the terms of this proposal, stand-by time is not included within the Scope of Work.
3. Stand-by or delays that are outside the immediate control of Eaton will be charged separately at published services rates plus any applicable expenses.

Proprietary and Confidential Information

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Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

Terms and Conditions

Any order arising out of this offer will be governed by the conditions contained in Eaton Selling Policy 25-000 dated September 1, 2021 or other mutually agreed upon terms and conditions by both parties, in writing. This offer is valid for 30 days from date of issue unless otherwise extended, modified, or withdrawn, in writing, by Eaton Corporation. Payments are due and payable net within thirty (30) days from the date of each invoice. A 3% surcharge will be added to all credit card transactions except where prohibited.

To accept this proposal, please:

1. Reference: **LRBC-250318-02-PC**
2. Issue a purchase order to **ELLIOTT ELECTRIC SUPPLY**
3. Email purchase order to wesbelk@elliottelectric.com

Acceptance of proposal signature: _____

A hardcopy of the Elliott Electric Supply purchase order must be received by Eaton prior to service being scheduled.

Should there be any further questions or needs, please contact us at any time. It is a privilege to have this opportunity to be of service. Elliott Electric Supply and Eaton's Electrical Services & Systems looks forward to working with you on this project.

Sincerely,

Wes Belk
Elliott Electric Supply
903-277-9052
wesbelk@elliottelectric.com

Pat Coffman (LRBC)
Pat Coffman (LRBC)
patrickdcoffman@eaton.com
(M)724-841-2393
Service Sales Engineer
Eaton Corporation
Electrical Services and Systems

Eaton Services Links

- Eaton Electrical Services Line Card
- Power Systems Engineering line card
- Switchgear Modernization Options
  - Low Voltage Replacement Circuit Breakers
  - Low Voltage Retro fill
  - Medium Voltage Replacement Circuit Breakers
- Customer Training
- Arc flash Safety Solutions
- Arc flash Reduction

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Attachment: 2025-064 RES Switchgear High Svc Pump #3 signed (4496 : 2025 -064 RES Retrofit High Gear Service Pump #3 for MWTP)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/5/2025 3:07 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-065 authorizing the City Manager to execute a contract for the Millwood Water Treatment Plant Cleaning of the Sludge Ponds Project for an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96, with funds available in the Utility's 2024-2025 budget in the Millwood WTP Depreciation Fund.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Bids were received Tuesday, April 29, 2025 for the Millwood Water Treatment Plant Cleaning of the Sludge Ponds Project. Two (2) contractors bid on the project. Denali Water Solutions of Russellville, Arkansas was the apparent low bidder with a low Bid of $481,540.00 with the Texas portion not to exceed $278,281.96. This project consists of cleaning three (3) of the alum/lime sludge ponds at the Millwood WTP located in Ashdown, Arkansas.

Potential Options:

- None
-

Fiscal Implications:

Funds are available in the Utility's 2024-2025 Budget in the Millwood Water Treatment Plant Depreciation Fund at $481,540.

Staff Recommendation:

Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-065 RES Millwood WTP Cleaning Sludge Ponds (DOCX)
b. 2025-065 ATTH 01 Bid Tabs Sludge Ponds (PDF)
c. 2025-065 ATTH 02 MW WTP Cleaning Sludge Ponds Bid Summary (DOCX)
d. 2025-065 Goals & Perspectives (DOCX)
e. 2025-065 RES MW sludge Pond signed (PDF)

Staff Coordination

Water Utilities	Gary Smith	Department Head Review	Completed	05/01/2025 4:49 PM
TWU Administration	Kenny Icenhower	Review	Completed	05/02/2025 7:35 AM
TWU Finance	Tricia Briggs	TWU Finance Review	Completed	05/02/2025 8:22 AM
City Manager	David Orr	City Manager Review	Completed	05/02/2025 11:46 AM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-065

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH DENALI WATER SOLUTIONS OF RUSSELLVILLE, ARKANSAS, FOR THE MILLWOOD WATER TREATMENT PLANT CLEANING OF THE SLUDGE PONDS, IN AN AMOUNT NOT TO EXCEED $481,540.00, WITH THE TEXAS PORTION NOT TO EXCEED $278,281.96, WITH FUNDS AVAILABLE IN THE UTILITY'S 2024-2025 BUDGET IN THE MILLWOOD WATER TREATMENT PLANT DEPRECIATION FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on April 29, 2025, two (2) bids were received, a copy of which is attached hereto as **ATTH 02,** by Texarkana Water Utilities for the Millwood Water Treatment Plant Cleaning of the Sludge Ponds Project; and

WHEREAS, the project will consist of cleaning three (3) of the alum/lime sludge ponds at the Millwood WTP located in Ashdown, Arkansas; and

WHEREAS, the lowest and best bid by a responsible vendor for this project was submitted by Denali Water Solutions of Russellville, Arkansas, a copy of which is attached hereto as **ATTH 02** in an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96; and

WHEREAS, budgeted funds are available in the Texarkana Water Utilities 2024-2025 budget, in the Millwood WTP Depreciation Fund, in the amount of $481,540.00 for the Millwood WTP Cleaning of the Sludge Ponds Project.

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

SECTION 1: That the lowest and best bid by a responsible vendor, submitted by Denali Water Solutions of Russellville, Arkansas, a copy of which is attached hereto as **ATTH 02,** be and is hereby approved in an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96 for cleaning three (3) of the alum/lime sludge ponds at the Millwood WTP located in Ashdown, Arkansas.

SECTION 2: The City Manager is authorized to contract with Denali Water Solutions of Russellville, Arkansas for the above-described services.

SECTION 3: **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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-065 RES Millwood WTP Cleaning Sludge Ponds (4497 : 2025-065 RES Millwood WTP Cleaning Sludge Pond Project)

Bid Tabulation
MILLWOOD WTP
CLEANING OF THE SLUDGE PONDS
Project No. 61/62-000/135112-A/T132201
July 25, 2023

BASE BID:						
			C&M Dredging		Denali Water Solutions	
			Leesburg, FL		Russellville, AR	
Item	Quantity	Description	Unit Price	Total Bid	Unit Price	Total Bid
1	1	Remove & Dispose of Sludge From Ponds #3, #5, & #6	$1,607,000.00	$1,607,000.00	$481,540.00	$481,540.00
		TOTAL BASE BID		**$1,607,000.00**		**$481,540.00**

Prepared by Len McBride E.I.T.
Certified Correct

Len McBride E.I.T. , TWU

Attachment: 2025-065 ATTH 01 Bid Tabs Sludge Ponds (4497 : 2025-065 RES Millwood WTP Cleaning

Bid Summary

Millwood Water Treatment Plant
Cleaning of the Sludge Ponds

2:00 P.M. Tuesday, April 29, 2025

		Base Bid
1.	Denali Water Solutions Russellville, Arkansas	$ 481,540.00
2.	C & M Dredging Environmental Leesburg, Florida	$ 1,607,000.00

Time First Bid Opened: 2:00 P.M

Number of Bidders: 2

Apparent Low Bidder: Denali Water Solutions

Attachment: 2025-065 ATTH 02 MW WTP Cleaning Sludge Ponds Bid Summary (4497 : 2025-065 RES Millwood WTP Cleaning Sludge Pond

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:

Attachment: 2025-065 Goals & Perspectives (4497 : 2025-065 RES Millwood WTP Cleaning Sludge Pond Project)

RESOLUTION NO. 2025-065

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH DENALI WATER SOLUTIONS OF RUSSELLVILLE, ARKANSAS, FOR THE MILLWOOD WATER TREATMENT PLANT CLEANING OF THE SLUDGE PONDS, IN AN AMOUNT NOT TO EXCEED $481,540.00, WITH THE TEXAS PORTION NOT TO EXCEED $278,281.96, WITH FUNDS AVAILABLE IN THE UTILITY'S 2024-2025 BUDGET IN THE MILLWOOD WATER TREATMENT PLANT DEPRECIATION FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on April 29, 2025, two (2) bids were received, a copy of which is attached hereto as **ATTH 02,** by Texarkana Water Utilities for the Millwood Water Treatment Plant Cleaning of the Sludge Ponds Project; and

WHEREAS, the project will consist of cleaning three (3) of the alum/lime sludge ponds at the Millwood WTP located in Ashdown, Arkansas; and

WHEREAS, the lowest and best bid by a responsible vendor for this project was submitted by Denali Water Solutions of Russellville, Arkansas, a copy of which is attached hereto as **ATTH 02** in an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96; and

WHEREAS, budgeted funds are available in the Texarkana Water Utilities 2024-2025 budget, in the Millwood WTP Depreciation Fund, in the amount of $481,540.00 for the Millwood WTP Cleaning of the Sludge Ponds Project.

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

SECTION 1: That the lowest and best bid by a responsible vendor, submitted by Denali Water Solutions of Russellville, Arkansas, a copy of which is attached hereto as **ATTH 02,** be and is hereby approved in an amount not to exceed $481,540.00, with the Texas portion not to exceed $278,281.96 for cleaning three (3) of the alum/lime sludge ponds at the Millwood WTP located in Ashdown, Arkansas.

SECTION 2: The City Manager is authorized to contract with Denali Water Solutions of Russellville, Arkansas for the above-described services.

SECTION 3: **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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-065 RES MW sludge Pond signed (4497 : 2025-065 RES Millwood WTP Cleaning Sludge Pond Project)

Bid Summary

Millwood Water Treatment Plant
Cleaning of the Sludge Ponds

2:00 P.M. Tuesday, April 29, 2025

		Base Bid
1.	Denali Water Solutions Russellville, Arkansas	$ 481,540.00
2.	C & M Dredging Environmental Leesburg, Florida	$ 1,607,000.00

Time First Bid Opened:	2:00 P.M
Number of Bidders:	2
Apparent Low Bidder:	Denali Water Solutions

Attachment: 2025-065 RES MW sludge Pond signed (4497 : 2025-065 RES Millwood WTP Cleaning Sludge Pond Project)

City of Texarkana, Texas

Version: B

Briefing Sheet

Update Date: 5/9/2025 8:38 AM

Lead Department: Public Works Department **Action Officer:** Jonathan Wade,

Subject: Resolution No. 2025-066 approving two change orders with R.K. Hall, LLC of Paris, Texas, for Kennedy Lane and Westlawn Drive street reconstruction projects for an amount not to exceed $492,223.75 with funds budgeted in the 2022 Bond Fund (Fund 425).

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule
Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Kennedy Lane and Westlawn Drive Street Reconstruction Project for $2,530,684.15 was approved by ordinance 2024-079.

Two change orders are requested for the Kennedy Lane and Westlawn Drive Project to correct for contractor overages and design engineer miscalculations on the Kennedy Lane section of the project. Below are detailed explanations for each change order:

Change Order #1 – During pre-construction meetings with the contractor, the decision was made to repair base failures with full-depth asphalt instead of cement treatment, as cement treatment would not be possible due to the size of the mixing equipment. This has removed the need for cement treatment, cement, and binder course asphalt, removing $97,990.00 from the project.

During the course of construction, a decision was made by the contractor to mill & overlay the street 0.5 inches deeper than originally planned. This decision was not made known to the City until after the work was performed. This resulted in an additional $227,027.50 increase in asphalt. The grand total of this change order is $129,037.50.

The contractor proposed a reduction in asphalt unit price from $350 to $175 per ton to assist with this increase. This has reduced the grand total of this change order to $15,523.75.

Change Order #2 – Upon seeing abnormally high quantities from the contractor, an investigation was made into the Kennedy Lane section of the project. It was determined that the design engineer, HALFF Engineering, did not calculate the correct tonnage of asphalt for the project and fell short by 1362 tons. This totals out to a $476,700.00 increase for the project. Due to this dramatic increase, and the design engineer's unwillingness to assist in rectifying the error, the City will no longer employ the Shreveport office of HALFF Engineering for the foreseeable future.

Since these change orders are over $50,000, they are being brought before City Council for approval. Budgeted Funds will be utilized from the 2022 Bond Fund (Fund 425).

Potential Options:

- Approve
- Deny

Fiscal Implications:

Funds are available in the 2022 Bond Fund

Staff Recommendation:

Staff Recommends Approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-066 RES Approving Change Orders For Kennedy Lane and Westlawn Drive (DOCX)
b. 2025-066 EXH A - CO #1 (PDF)
c. 2025-066 EXH B - CO #2 (PDF)
d. 2025-066 Goals & Perspectives (DOCX)
e. 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (PDF)

Staff Coordination

Public Works Department		Jonathan Wade	Review	Completed 05/02/2025 9:39 AM
Public Works Department		Dusty Henslee	Department Head Review	Completed 05/08/2025 12:34 PM
Finance Department	Kristin Peeples	Finance Review	Completed	05/08/2025 3:47 PM
City Attorney	Jeffery C. Lewis	Review	Completed	05/08/2025 3:49 PM
City Manager	David Orr	City Manager Review	Completed	05/08/2025 9:20 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

Attachment: 2025-066 RES Approving Change Orders For Kennedy Lane and Westlawn Drive [Revision 1] (4498 : 2025-066 RES Kennedy Lane

RESOLUTION NO. 2025-066

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE TWO CHANGE ORDERS WITH RK HALL FOR THE KENNEDY LANE AND WESTLAWN DRIVE STREET RECONSTRUCTION PROJECTS IN AN AMOUNT NOT TO EXCEED SIX HUNDRED FIVE THOUSAND SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND FIFTY CENTS ($605,737.50); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, and RK Hall (contractor) have identified changes that must be made on the Kennedy Lane and Westlawn Drive Street Reconstruction Projects; and

WHEREAS, the first change order for Kennedy Lane includes the removal of cement treatment on the street and an additional 0.5 inches of asphalt placed by the contractor in the amount of **$129,037.50**; the second change order for Kennedy Lane includes additional asphalt tonnage not accounted for by the design engineer, in the amount of **$476,700.00, for a total of $605,737.50;** and

WHEREAS, all change orders are attached as **Exhibit "A"** and **Exhibit "B" ;** and

WHEREAS, City staff and the contractor have determined that these changes are necessary to be able to complete the projects; and

WHEREAS, budgeted funds from the General Fund (Fund 101), 2023 Bond Fund, (Fund 426), and Texarkana Water Utilities Texas Capital Improvement Fund (Fund 62) will be used to cover these expenses.

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

SECTION 1: The City Manager be and is hereby authorized to approve these change orders with RK Hall in an amount not to exceed **$605,737.50.**

SECTION 2: 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 **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

CONTRACTOR
FIELD ENGINEER OR INSPECTOR
Owner
(Circle One)

CHANGE ORDER NO.: One (1)

LOCATION:	Kennedy Lane and Westlawn Drive	DATE:	May 8, 2025
OWNER:	City of Texarkana, Texas	ADDRESS:	220 Texas Blvd, Texarkana, TX 75503
CONTRACTOR:	RK Hall, LLC	ADDRESS:	5020 SE Loop 286, Paris, TX 75460
NAME OF PROJECT:	Kennedy Lane and Westlawn Drive Street Reconstruction Project	PROJECT NUMBER:	DPW 23-1901-13

ORIGINAL CONTRACT AMOUNT: $2,530,590.65

ADJUSTED CONTRACT AMOUNT TO DATE: $2,530,590.65

TO: RK Hall, LLC

The owner is considering extra work under the above referenced contract and the contractor is hereby requested to prepare cost estimates on the items as follows:

Kennedy Lane
REMOVE CEMENT TREAT (EXIST MATERIAL) (8")
REMOVE CEMENT
REMOVE SANDBAGS & EC LOGS FOR EROSION CONTROL
REMOVE DENSE-GRADED HOT-MIX ASPHALT (TYP-C) (64-22) (BINDER COURSE) (2")
ADD SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COURSE) (2”)

Subject to conditions as follows:

A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
B. The rights of the owner are not prejudiced, and;
C. All claims against the owner which are incidental to, or as a consequence of the aforementioned change are satisfied.

BY: City of Texarkana, Texas
(Owner)

Attachment: 2025-066 EXH A - CO #1 [Revision 1] (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

TO: City of Texarkana, Texas
(Owner)
FROM: RK Hall, LLC
(Contractor)

We have estimated the cost of the proposed work and find it to be approximately as follows:

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Kennedy Lane				
CEMENT TREAT (EXIST MATERIAL) (8")	SY	-482	$45.00	($21,690.0
CEMENT	TON	-7	$400.00	($2,800.0
SANDBAGS & EC LOGS FOR EROSION CONTROL	TON	-1	$19,500.00	($19,500.0
DENSE-GRADED HOT-MIX ASPHALT (TYP-C) (64-22) (BINDER COURSE	TON	-54	$1,000.00	($54,000.0
SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COU	TON	648.65	$175.00	$113,513.7

Estimated Cost of Materials: _____
Estimated Cost of Services: _____
Total Estimated Cost of This Change Order: $15,523.7

_____ _____
CONTRACTOR DATE

In connection with your contract with the City of Texarkana, Texas, dated: May 8, 202
for the Kennedy Lane and Westlawn Drive Street Reconstruction Project project, the above described work is ordered in accordance with Section 6 of the "Standard Form of Agreement".

Amount of contract to date, plus total estimated cost of Change Order, gives an adjusted Contract cost of $2,546,114.40 . Adjusted Contract time: 0
a total of: N/A DAYS.

RECOMMENDED BY: _____ _____
DATE

APPROVED BY: _____ _____
DATE

NOTE:
Change Order signed by both parties, owner and contractor, shall constitute Notice to Proceed.

Fill out in triplicate: One for Contractor, One for Field Engineer or Inspector, One for Owner.

If additional space is needed, please use the back of original sheets.

Attachment: 2025-066 EXH A - CO #1 [Revision 1] (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

CONTRACTOR
FIELD ENGINEER OR INSPECTOR
Owner
(Circle One)

CHANGE ORDER NO.: Two (2)

LOCATION:	Kennedy Lane and Westlawn Drive	DATE:	May 1, 2025
OWNER:	City of Texarkana, Texas	ADDRESS:	220 Texas Blvd, Texarkana, TX 75503
CONTRACTOR:	RK Hall, LLC	ADDRESS:	5020 SE Loop 286, Paris, TX 75460
NAME OF PROJECT:	Kennedy Lane and Westlawn Drive Street Reconstruction Project	PROJECT NUMBER:	DPW 23-1901-13

ORIGINAL CONTRACT AMOUNT: $2,530,590.65

ADJUSTED CONTRACT AMOUNT TO DATE: $2,659,628.15

TO: RK Hall, LLC

The owner is considering extra work under the above referenced contract and the contractor is hereby requested to prepare cost estimates on the items as follows:

Kennedy Lane
ADD SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COURSE) (2”)

Subject to conditions as follows:

A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
B. The rights of the owner are not prejudiced, and;
C. All claims against the owner which are incidental to, or as a consequence of the aforementioned change are satisfied.

BY: City of Texarkana, Texas
(Owner)

Attachment: 2025-066 EXH B - CO #2 (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

TO: City of Texarkana, Texas
(Owner)
FROM: RK Hall, LLC
(Contractor)

We have estimated the cost of the proposed work and find it to be approximately as follows:

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Kennedy Lane				
SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (P(	TON	1362	$350.00	$476,700.00

Estimated Cost of Materials: _____
Estimated Cost of Services: _____
Total Estimated Cost of This Change Order: $476,700.00

_____ CONTRACTOR
_____ DATE

In connection with your contract with the City of Texarkana, Texas, dated: May 1, 2025
for the Kennedy Lane and Westlawn Drive Street Reconstruction Projec project, the above described work is ordered in accordance with Section 6 of the "Standard Form of Agreement".

Amount of contract to date, plus total estimated cost of Change Order, gives an adjusted Contract cost of $3,136,328.15 . Adjusted Contract time: 0
a total of: N/A DAYS.

RECOMMENDED BY: _____ _____ DATE

APPROVED BY: _____ _____ DATE

NOTE:
Change Order signed by both parties, owner and contractor, shall constitute Notice to Proceed.

Fill out in triplicate: One for Contractor, One for Field Engineer or Inspector, One for Owner.

If additional space is needed, please use the back of original sheets.

Attachment: 2025-066 EXH B - CO #2 (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

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:		

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-066 Goals & Perspectives (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

RESOLUTION NO. 2025-066

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE TWO CHANGE ORDERS WITH RK HALL FOR THE KENNEDY LANE AND WESTLAWN DRIVE STREET RECONSTRUCTION PROJECTS IN AN AMOUNT NOT TO EXCEED SIX HUNDRED FIVE THOUSAND SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND FIFTY CENTS ($605,737.50); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, and RK Hall (contractor) have identified changes that must be made on the Kennedy Lane and Westlawn Drive Street Reconstruction Projects; and

WHEREAS, the first change order for Kennedy Lane includes the removal of cement treatment on the street and an additional 0.5 inches of asphalt placed by the contractor in the amount of **$129,037.50**; the second change order for Kennedy Lane includes additional asphalt tonnage not accounted for by the design engineer, in the amount of **$476,700.00, for a total of $605,737.50;** and

WHEREAS, all change orders are attached as **Exhibit "A"** and **Exhibit "B" ;** and

WHEREAS, City staff and the contractor have determined that these changes are necessary to be able to complete the projects; and

WHEREAS, budgeted funds from the General Fund (Fund 101), 2023 Bond Fund, (Fund 426), and Texarkana Water Utilities Texas Capital Improvement Fund (Fund 62) will be used to cover these expenses.

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

SECTION 1: The City Manager be and is hereby authorized to approve these change orders with RK Hall in an amount not to exceed **$605,737.50.**

SECTION 2: 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 **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

2025-066 EXH A

CONTRACTOR
FIELD ENGINEER OR INSPECTOR
Owner
(Circle One)

CHANGE ORDER NO.: One (1)

LOCATION:	Kennedy Lane and Westlawn Drive	DATE:	May 8, 2025
OWNER:	City of Texarkana, Texas	ADDRESS:	220 Texas Blvd, Texarkana, TX 75503
CONTRACTOR:	RK Hall, LLC	ADDRESS:	5020 SE Loop 286, Paris, TX 75460
NAME OF PROJECT:	Kennedy Lane and Westlawn Drive Street Reconstruction Project	PROJECT NUMBER:	DPW 23-1901-13

ORIGINAL CONTRACT AMOUNT: $2,530,590.65

ADJUSTED CONTRACT AMOUNT TO DATE: $2,530,590.65

TO: RK Hall, LLC

The owner is considering extra work under the above referenced contract and the contractor is hereby requested to prepare cost estimates on the items as follows:

Kennedy Lane
REMOVE CEMENT TREAT (EXIST MATERIAL) (8")
REMOVE CEMENT
REMOVE SANDBAGS & EC LOGS FOR EROSION CONTROL
REMOVE DENSE-GRADED HOT-MIX ASPHALT (TYP-C) (64-22) (BINDER COURSE) (2")
ADD SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COURSE) (2")

Subject to conditions as follows:

A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
B. The rights of the owner are not prejudiced, and;
C. All claims against the owner which are incidental to, or as a consequence of the aforementioned change are satisfied.

BY: City of Texarkana, Texas
(Owner)

Attachment: 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

2025-066 EXH A

TO: City of Texarkana, Texas
(Owner)
FROM: RK Hall, LLC
(Contractor)

We have estimated the cost of the proposed work and find it to be approximately as follows:

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Kennedy Lane				
CEMENT TREAT (EXIST MATERIAL) (8")	SY	-482	$45.00	($21,690.00)
CEMENT	TON	-7	$400.00	($2,800.00)
SANDBAGS & EC LOGS FOR EROSION CONTROL	TON	-1	$19,500.00	($19,500.00)
DENSE-GRADED HOT-MIX ASPHALT (TYP-C) (64-22) (BINDER COURSE	TON	-54	$1,000.00	($54,000.00)
SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COU	TON	648.65	$175.00	$113,513.75

Estimated Cost of Materials: _____ Estimated Cost of Services: _____ Total Estimated Cost of This Change Order: $15,523.75

_____ _____
CONTRACTOR DATE

In connection with your contract with the City of Texarkana, Texas, dated: May 8, 2025
for the Kennedy Lane and Westlawn Drive Street Reconstruction Project project, the above described work is ordered in accordance with Section 6 of the "Standard Form of Agreement".

Amount of contract to date, plus total estimated cost of Change Order, gives an adjusted Contract cost of $2,546,114.40 . Adjusted Contract time: 0
a total of: N/A DAYS.

RECOMMENDED BY: _____ _____
DATE

APPROVED BY: _____ _____
DATE

NOTE:
Change Order signed by both parties, owner and contractor, shall constitute Notice to Proceed.

Fill out in triplicate: One for Contractor, One for Field Engineer or Inspector, One for Owner.

If additional space is needed, please use the back of original sheets.

Attachment: 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

2025-066 EXH B

CONTRACTOR
FIELD ENGINEER OR INSPECTOR
Owner
(Circle One)

CHANGE ORDER NO.: Two (2)

LOCATION:	Kennedy Lane and Westlawn Drive	DATE:	May 1, 2025
OWNER:	City of Texarkana, Texas	ADDRESS:	220 Texas Blvd, Texarkana, TX 75503
CONTRACTOR:	RK Hall, LLC	ADDRESS:	5020 SE Loop 286, Paris, TX 75460
NAME OF PROJECT:	Kennedy Lane and Westlawn Drive Street Reconstruction Project	PROJECT NUMBER:	DPW 23-1901-13

ORIGINAL CONTRACT AMOUNT: $2,530,590.65

ADJUSTED CONTRACT AMOUNT TO DATE: $2,659,628.15

TO: RK Hall, LLC

The owner is considering extra work under the above referenced contract and the contractor is hereby requested to prepare cost estimates on the items as follows:

Kennedy Lane
ADD SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (PG 76-22) (SURFACE COURSE) (2")

Subject to conditions as follows:

A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants;
B. The rights of the owner are not prejudiced, and;
C. All claims against the owner which are incidental to, or as a consequence of the aforementioned change are satisfied.

BY: City of Texarkana, Texas
(Owner)

Attachment: 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

2025-066 EXH B

TO: City of Texarkana, Texas
(Owner)
FROM: RK Hall, LLC
(Contractor)

We have estimated the cost of the proposed work and find it to be approximately as follows:

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Kennedy Lane				
SUPERPAVE ASPHALT MIX (SP MIXES SP-D) (P(	TON	1362	$350.00	$476,700.00

Estimated Cost of Materials: _____ Estimated Cost of Services: _____ Total Estimated Cost of This Change Order: $476,700.00

_____ _____
CONTRACTOR DATE

In connection with your contract with the City of Texarkana, Texas, dated: May 1, 2025
for the Kennedy Lane and Westlawn Drive Street Reconstruction Projec project, the above described work is ordered in accordance with Section 6 of the "Standard Form of Agreement".

Amount of contract to date, plus total estimated cost of Change Order, gives an adjusted Contract cost of $3,136,328.15 . Adjusted Contract time: 0
a total of: N/A DAYS.

RECOMMENDED BY: _____ _____
DATE

APPROVED BY: _____ _____
DATE

NOTE:
Change Order signed by both parties, owner and contractor, shall constitute Notice to Proceed.

Fill out in triplicate: One for Contractor, One for Field Engineer or Inspector, One for Owner.

If additional space is needed, please use the back of original sheets.

Attachment: 2025-066 RES Kenndy & Westlawn Chg Ordrs signed (4498 : 2025-066 RES Kennedy Lane and Westlawn Drive Change Orders)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/6/2025 4:55 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2025-071 authorizing the City Manager to execute cooperative purchasing agreements with multiple vendors for the purchase of office supplies, which may exceed $50,000 in total, with funds budgeted in various funds and across various departments.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

This resolution authorizes the City Manager to enter into cooperative purchasing agreements with multiple vendors for the purchase of office supplies, which may exceed $50,000 in total, while prioritizing procurement from local vendors and maintaining legal compliance with state and local purchasing laws. By leveraging these agreements, the city ensures compliance with the budget and procurement laws while securing competitive pricing. Additionally, the resolution prioritizes sourcing from local vendors when feasible and balancing fiscal responsibility while supporting the local economy. This approach streamlines procurement processes while maintaining transparency and efficiency.

The following are potential vendors that can be found under either the TIPS or Omnia (OPUS) purchasing cooperatives (vendors continue to be added so this is a developing list):

Firmin's/Business Essentials (This is our priority vendor and local)
CDW-G
MSC Industrial
Global Industrial
ODP Business Solutions
Lawson Products
Quill Corporation
Medline
Safeware
Miller Knoll
Pocket Nurse
Johnson Lance
SHI

Potential Options:

- Approve
- Deny

Fiscal Implications:

Budgeted funds are available in various funds and across various departments for the purchase of office supplies.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Not Applicable

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

a. 2025-071 RES Office Supply Contracts (DOCX)
b. 2025-071 Goals & Perspectives (DOCX)
c. 2025-071 RES Ofc Supply Contracts signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	05/02/2025 4:02 PM
Finance Department	Kristin Peeples	Finance Review	Completed	05/02/2025 4:02 PM
City Manager	David Orr	City Manager Review	Completed	05/05/2025 1:21 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO COOPERATIVE PURCHASING AGREEMENTS WITH MULTIPLE VENDORS FOR THE PURCHASE OF OFFICE SUPPLIES, WHICH MAY EXCEED $50,000 IN TOTAL, WHILE PRIORITIZING PROCUREMENT FROM LOCAL VENDORS AND MAINTAINING LEGAL COMPLIANCE WITH STATE AND LOCAL PURCHASING LAWS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City requires a consistent and cost-effective supply of office materials to support daily operations; and

WHEREAS, cooperative purchasing agreements provide the City with access to competitively bid contracts that comply with legal procurement requirements, ensuring compliance with state and local purchasing regulations; and

WHEREAS, utilizing cooperative purchasing agreements allows the City to procure office supplies from multiple sources at the best available pricing while maintaining compliance with competitive purchasing laws; and

WHEREAS, the City seeks to prioritize purchasing from local vendors whenever feasible while ensuring fiscal responsibility and adherence to budgetary constraints; and

WHEREAS, budgeted funds are available in various funds and across various departments for the purchase of office supplies.

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

SECTION 1: Notwithstanding any ordinance, resolution, or administrative policy, this resolution shall be construed as a delegation of authority to the City Manager or designee to exercise discretion to expend public funds expressly designated, approved, and appropriated in the budget for office supplies purchases and to sign and execute any documentation necessary for such purchases without securing any additional approvals from the City Council, provided such purchases are made in compliance with Texas competitive purchasing laws and are within total budgeted parameters of the office supplies allocation.

SECTION 2: The City shall make reasonable efforts to procure office supplies from local vendors when available and cost-effective, while maintaining fiscal responsibility and compliance with procurement laws.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-071 RES Office Supply Contracts (4504 : 2025-071 RES Office Supply Contracts)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-071 Goals & Perspectives (4504 : 2025-071 RES Office Supply Contracts)

RESOLUTION NO. 2025-071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO COOPERATIVE PURCHASING AGREEMENTS WITH MULTIPLE VENDORS FOR THE PURCHASE OF OFFICE SUPPLIES, WHICH MAY EXCEED $50,000 IN TOTAL, WHILE PRIORITIZING PROCUREMENT FROM LOCAL VENDORS AND MAINTAINING LEGAL COMPLIANCE WITH STATE AND LOCAL PURCHASING LAWS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City requires a consistent and cost-effective supply of office materials to support daily operations; and

WHEREAS, cooperative purchasing agreements provide the City with access to competitively bid contracts that comply with legal procurement requirements, ensuring compliance with state and local purchasing regulations; and

WHEREAS, utilizing cooperative purchasing agreements allows the City to procure office supplies from multiple sources at the best available pricing while maintaining compliance with competitive purchasing laws; and

WHEREAS, the City seeks to prioritize purchasing from local vendors whenever feasible while ensuring fiscal responsibility and adherence to budgetary constraints; and

WHEREAS, budgeted funds are available in various funds and across various departments for the purchase of office supplies.

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

SECTION 1: Notwithstanding any ordinance, resolution, or administrative policy, this resolution shall be construed as a delegation of authority to the City Manager or designee to exercise discretion to expend public funds expressly designated, approved, and appropriated in the budget for office supplies purchases and to sign and execute any documentation necessary for such purchases without securing any additional approvals from the City Council, provided such purchases are made in compliance with Texas competitive purchasing laws and are within total budgeted parameters of the office supplies allocation.

SECTION 2: The City shall make reasonable efforts to procure office supplies from local vendors when available and cost-effective, while maintaining fiscal responsibility and compliance with procurement laws.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-071 RES Ofc Supply Contracts signed (4504 : 2025-071 RES Office Supply Contracts)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/9/2025 1:14 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,

Subject: Resolution No. 2025-072 authorizing the City Manager to execute a contract with HDR Engineering, Inc. of Dallas, Texas, to evaluate and recommend improvements to the raw water intake, located at Lake Wright Patman, which serves the water treatment plant located at the Graphic Packaging Mill in Domino, Texas, for an amount not to exceed $329,733, with no impact on the Utility's funds and all invoices being paid directly by Graphic Packaging, Inc.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Consider resolution authorizing the City Manager to enter into a contract with HDR Engineering, Inc. to evaluate and recommend improvements to the Raw Water Intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas, in an amount not to exceed $329,733. Texarkana Water Utilities annually advertises a request for Statements of Qualifications (SOQ) and performance data for engineering, architectural, land surveying, geographic information system and related services and did so this fiscal year on January 13, 2025. Firms submitting in the prior year were given the chance to renew their statement of qualification from the previous year's request and new firms were invited to submit. Thirteen (13) firms responded to the request for annual statements. Eight (8) engineering, two (2) engineering/architectural, one (1) surveying, one (1) energy/water & sewer consultant, and one (1) geographic information system responded to this year's annual request. HDR Engineering, Inc., were chosen from this group. HDR Engineering, Inc. will evaluate and recommend improvements to the Raw Water Intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas. The improvements include the Structural, Mechanical, Electrical, Instrumentation Controls, and the Shoreline Evaluation of the Raw Water Intake. Utility staff believe HDR Engineering, Inc. to be the best suited to perform this work of those submitting SOQs. Engineering staff has reviewed the engineering fees and has determined that they are within the acceptable engineering fee range for this project.

Potential Options:

- None

Fiscal Implications:

There are no fiscal Implications to the Utility's funds. All invoices will be paid directly by Graphic Packaging, Inc.

Staff Recommendation:

The Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-072 RES Raw Water Intake Evaluation (DOCX)
b. 2025-072 Goals & Perspectives (DOCX)
c. 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (PDF)
d. 2025-072 RES Raw Water Intake Eval signed (PDF)

Staff Coordination

Water Utilities	Gary Smith	Department Head Review	Completed	05/05/2025 4:46 PM
TWU Administration	Kenny Icenhower	Review	Completed	05/05/2025 5:00 PM
TWU Finance	Tricia Briggs	TWU Finance Review	Completed	05/05/2025 5:06 PM
City Manager	David Orr	City Manager Review	Completed	05/06/2025 8:01 AM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH HDR ENGINEERING, INC. OF DALLAS, TEXAS, TO EVALUATE AND RECOMMEND IMPROVEMENTS TO THE RAW WATER INTAKE, LOCATED AT LAKE WRIGHT PATMAN, WHICH SERVES THE WATER TREATMENT PLANT LOCATED AT THE GRAPHIC PACKAGING MILL IN DOMINO, TEXAS, FOR AN AMOUNT NOT TO EXCEED $329,733, WITH NO IMPACT ON THE UTILITY'S FUNDS AND ALL INVOICES BEING PAID DIRECTLY BY GRAPHIC PACKAGING, INC.; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the evaluation and recommendation improvements include the structural, mechanical, electrical, instrumentation controls, and the shoreline evaluation of the raw water intake located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill located in Domino, Texas; and

WHEREAS, the procurement of engineering services needed to evaluate and recommend improvements to the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas, is governed by the provisions of Texas Government Code Chapter 2254 "Professional and Consulting Services;" and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for statements of qualifications and demonstrated competence performance data for engineering services, in response to which ten (10) engineering firms responded, and

WHEREAS, the Texarkana Water Utilities staff considered the qualifications of those responding in terms of exhibited skills, training and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty, and based on those considerations, found that HDR Engineering, Inc. of Dallas, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, HDR Engineering, Inc. has proposed a fee of $329,733 for engineering services necessary for the evaluation and recommendations of the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas; and

WHEREAS, there will be no impact on the Utility's funds with all invoices being paid directly by Graphic Packaging, Inc. in the amount of $329,733.

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

Attachment: 2025-072 RES Raw Water Intake Evaluation (4505 : 2025-072 RES Raw Water Intake Evaluation)

SECTION 1: HDR Engineering, Inc. of Dallas, Texas, being an engineering firm capable of evaluating and recommending improvements to the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill in Domino, Texas, is most highly qualified to provide the necessary engineer services for this project for an amount not to exceed $329,733.

SECTION 2: The City Manager be and is authorized to contract with HDR Engineering, Inc. of Dallas, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-072 RES Raw Water Intake Evaluation (4505 : 2025-072 RES Raw Water Intake Evaluation)

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
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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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-072 Goals & Perspectives (4505 : 2025-072 RES Raw Water Intake Evaluation)

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

SHORT FORM AGREEMENT BETWEEN OWNER AND HDR ENGINEERING, INC. FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made as of this _____ day of _____, 2025, by and between Texarkana Water Utilities, hereinafter referred to as ("OWNER") with principal offices at 801 Wood Street, Texarkana, TX 75503 and HDR Engineering, Inc., ("ENGINEER" or "CONSULTANT") for services in connection with the project known as the GPI Intake Evaluation ("Project");

WHEREAS, OWNER desires to engage ENGINEER to provide professional engineering, consulting and related services ("Services") in connection with the Project in consultation with Graphic Packaging International, Inc. ("GPI") the user of the GPI Intake and for the mutual benefit of Owner and GPI; and

WHEREAS, ENGINEER desires to render these Services as described in SECTION I, Scope of Services.

NOW, THEREFORE, OWNER and ENGINEER in consideration of the mutual covenants contained herein, agree as follows:

SECTION I. SCOPE OF SERVICES

ENGINEER will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

SECTION III. RESPONSIBILITIES OF OWNER

The OWNER, and GPI if applicable, shall provide the information set forth in paragraph 6 of the attached "HDR Engineering, Inc. Terms and Conditions for Professional Services."

SECTION IV. COMPENSATION

Compensation for ENGINEER'S services under this Agreement shall be on the basis of a not-to-exceed sum. The amount of the not-to-exceed sum is three hundred twenty-nine thousand seven hundred and thirty-three Dollars ($ 329,733.00). The amount will be billed as percent complete by task no more often than on a monthly basis.

ENGINEER acknowledges OWNER is a tax exempt entity. It is ENGINEER'S responsibility to apply for the proper tax exemptions. OWNER shall not be responsible for any taxes imposed.

Compensation terms are defined as follows:

The Not-To-Exceed Sum shall mean a fixed amount which shall be the total compensation agreed upon in advance for Scope of Services.

SECTION V. PERIOD OF SERVICE

Upon receipt of written authorization to proceed, ENGINEER shall perform the services within the time period(s) described in Exhibit A.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion.

SECTION VI. SPECIAL PROVISIONS

None

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

TEXARKANA WATER UTILITIES "OWNER"		HDR ENGINEERING, INC. "ENGINEER"	
BY:		BY:	
NAME:	David Orr	NAME:	Lucas A. Bathurst, PE
TITLE:	City Manager City of Texarkana, Texas	TITLE:	Vice President / Area Manager
		ADDRESS:	17111 Preston Road Suite 300 Dallas, TX 75248
BY:			
NAME:	Gary Smith, PE		
TITLE:	Executive Director		
ADDRESS:	801 Wood Street Texarkana, TX 75503		

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

Exhibit A – Scope of Services

Texarkana Water Utilities
GPI Intake Evaluation

BACKGROUND

Texarkana Water Utilities (TWU) owns and operates an intake facility on Lake Wright Patman that supplies raw water to the water treatment plant (WTP) at the Graphic Packaging International (GPI) Texarkana Mill. The raw water intake includes six 700-horsepower vertical turbine pumps that deliver the raw water to the GPI WTP through a 7-mile, 42-inch-diameter pipeline. The raw water is pre-chlorinated just downstream of the intake site at the chlorination station site using chlorine gas. The raw water delivery facilities are approximately 50 years old and in need of improvements for continued, reliable service.

In response to deficiencies noted in a compliance assessment by the U.S. Army Corps of Engineers (USACE), HDR Engineering Inc. (HDR) assessed improvement alternatives at the chlorination facility in 2018. The purpose of this scope of work is for HDR to build upon the 2018 study and assess potential improvements to the intake facility to restore service life.

SCOPE OF WORK

Basic Services

Task 1 – Project Management and Data Collection/Review

1.1 – Project Setup and Tracking

HDR will develop an internal project management and quality plan outlining the project goals and objectives, scope of work, communications protocols, and quality control plan. A virtual kick-off meeting will be held with TWU and GPI to confirm key elements of the project, project goals, and initial technical items. HDR will track project progress and develop monthly invoices for submittal to TWU.

1.2 – Information / Data Collection and Review

HDR will develop and submit a data needs request to obtain initial data and information from TWU and GPI. Requested data and information will include the following:

- As-built drawings for the intake and raw water pipeline
- Existing operations and maintenance manuals or guidelines for the intake
- Manufacturer O&M manuals for existing equipment
- Inspection or deficiency reports from any governmental agencies regarding the intake

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

The level of effort for this task assumes TWU and GPI will collect and assemble the data and provide it to HDR.

Task 1 Deliverables Summary:

- Project Kickoff Meeting agenda and summary
- Data Request memorandum

Task 1 Meetings Summary:

- Virtual Project Kickoff Meeting

Task 2 – Raw Water Intake Evaluation

HDR will evaluate the raw water intake to estimate the remaining service life and recommend improvements needed to update the facility to modern-day design and reliability requirements. The evaluation will include structural, process-mechanical, electrical, and site/civil elements as described below.

2.1 – Structural Evaluation

The structural evaluation will focus on condition assessment of the existing structure both above and below the water line. The evaluation consists of the following elements:

- Two site visits for observation, inspection, and measurements.
- A bathymetric survey of the lake bottom around and under the structure to understand siltation and/or scouring that has occurred since original construction.
- An inspection of the structure below the water line by underwater divers, including thickness measurement of steel members.
- Development of a three-dimensional model of the existing structure for analysis and governing code minimums evaluation for bridge and intake structure. The analysis will be based on current codes.
- Further development of the three-dimensional model for a structural dynamics/frequency analysis of the intake structure.
- Evaluation of alternatives for bracing the pump columns using cables or other means.

Based on the information collected from the above activities, HDR will develop conceptual-level recommendations for improvements to the intake structure. Conceptual-level drawings (10% design level) will be provided along with an associated opinion of probable construction cost (OPCC). The OPCC would be considered a Class 5 estimate per AACE International.

The following items are not included in the evaluation:

- Wave protection and erosion study
- Geotechnical evaluation to evaluate foundation requirements
- Mechanical systems vibration/dynamic evaluation
- Any lead paint, asbestos, or other hazardous materials identification testing

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

2.2 – Process-Mechanical Evaluation

The process-mechanical evaluation will focus on visual condition inspection and a hydraulic evaluation and will consist of the following:

- Visual Condition Assessment
  - One site visit for observation and inspection.
  - Inspect pump packing/seals and pump mountings and bases and check for bearing noise and audible vibration/cavitation.
  - Inspect valves, piping, and supports. Verify valve functionality with operations staff.
- Hydraulic Evaluation
  - A system curve for the 42-inch diameter raw water pipeline will be calculated from as-built drawings and current lake operating levels, and the factory pump curves will be overlaid to determine operating conditions.
  - Evaluate use of variable frequency drives versus pump discharge valve throttling for flow control.
  - The analysis of the data will be included in the Intake Evaluation TM, including any recommendations to improve performance.
- A recommended spare parts and spare equipment list will be prepared.

Based on the information collected from the above activities, HDR will develop conceptual-level recommendations for process-mechanical improvements to the intake structure. Conceptual-level drawings (10% design level) will be provided along with an associated OPCC (AACE Class 5).

2.3 – Electrical, Instrumentation and Controls Evaluation

The electrical, instrumentation, and controls evaluation will focus on visual condition inspection and will consist of the following:

- One site visit for observation and inspection.
- Inspect electrical components including drives, switchgear, lighting, power distribution, cables, contacts, etc.
- Inspect pump motors for excessive heat, noise, vibration, and visual deficiencies.
- Determine need for further evaluation including thermal imaging or generator testing.
- Inspect instruments (flow meters, level devices, etc.) and confirm operability and performance with operations staff.

Based on the information collected from the above activities, HDR will develop conceptual-level recommendations for electrical, instrumentation, and controls improvements to the intake structure and electrical building. Conceptual-level drawings (10% design level) will be provided along with an associated OPCC (AACE Class 5). An OPCC will also be prepared to relocate the electrical gear supporting the station and construct a new electrical building away from eroding shoreline.

2.4 – Shoreline/Site Evaluation

Since original construction, bank erosion has occurred, and the riprap shown on the as-built drawings is no longer in place. Additionally, erosion is occurring near the top of the bank below the electrical building.

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

HDR will conduct a site visit to observe and photograph the current shoreline conditions at the site. HDR will perform a desktop review of readily available data including bathymetric and topographic data, water levels, winds, and previous project design information including as-built documents of the original intake structure. HDR will also review readily available existing aerial photography to assess historical shoreline change.

HDR will review existing site conditions and assess potential wave conditions from waves generated by winds and recreational boats. The wave assessment will be limited to 1-dimensional analytical analyses to provide an estimate of wave impacts. Up to three conceptual shoreline stabilization alternatives will be developed and assessed for ability to stabilize the shoreline. An OPCC (AACE Class 5) will be developed for each alternative.

Assumptions for the shoreline evaluation are as follows:

- The proposed scope of work will use existing information, no new data collection is included.
- No numerical wave or hydrodynamic modeling will be performed under this scope of services. Recommendations for numerical modeling will be provided if needed for detailed design phases.
- Erosion and loss of the bluff/bank is due to impacts from waves. No geotechnical analysis, including slope stability, of the existing bluff will be performed as part of this scope of services. Geotechnical analysis is also not included for the conceptual alternatives; however, it is recommended to be performed during detailed design phase.
- Stormwater analysis for upland runoff is not included in this scope of services.
- TWU will provide information on details known about failures to the original riprap (if any) and limits of property boundaries along the shoreline.
- Scope does not include assessment of regulatory, environmental, or permitting requirements.

2.5 – Technical Memorandum

The results and recommendations from the above tasks will be documented and submitted to TWU and GPI as a technical memorandum (TM). The draft TM will be submitted for review, and HDR will meet virtually with TWU and GPI to discuss the recommendations and receive comments. The comments will be addressed by HDR, and a final TM will be submitted.

Task 2 Deliverables Summary:

- Draft GPI Intake and Shoreline Evaluation TM
- Final GPI Intake and Shoreline Evaluation TM

Task 2 Meetings Summary:

- Site visits for structural (2), process-mechanical (1), electrical (1), and site/civil (1)
- Virtual TM review meeting

Task 3 – GPI WTP Shutdown Planning Assistance

GPI is planning a shutdown of the raw water delivery system and WTP. However, TWU must continue to provide potable water to the cities of Atlanta and Domino during this

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

time. HDR will assist GPI and TWU in evaluating alternatives for providing potable water during the shutdown. This task will involve up to three virtual meetings, review of the as-built drawings for the WTP, and review of plant operational data to assist in recommendations. A written deliverable is not included for this task, and GPI and TWU staff will determine how to best implement the recommended strategy.

Additional Services

The following services are not included in this scope of services and require additional written authorization to proceed by TWU. If additional services are desired by TWU, a fee will be negotiated for each task as needed and will be billed the same as Basic Services.

- Additional site visits, meetings, deliverables, or other tasks beyond those outlined in the scope of Basic Services.
- Water chemistry collection and testing.
- If TWU desires to conduct detailed vibration testing of the raw water pumping units, HDR and its vibration testing subconsultant will conduct onsite vibration testing. A memorandum will be prepared to present the testing results. The initial fee in this scope of work associated with this task is based on a one-week testing period, but the actual fee will be based on the number of pumps tested.
- If desired by TWU, thermal imaging by a certified thermographer will be conducted for selected equipment to determine potential electrical issues for the generator and generator switchboard, main switchboards, motor control centers, terminations at motors, and miscellaneous panels. Thermal imaging reports will be provided. The fee included in this scope of services is for two days of on-site time.

FEE

The not-to-exceed fee schedule to perform the Basic Services as described in this scope of work is as follows:

Task	Not-to-Exceed Fee
Task 1 – Project Management & Data Collection/Review	$ 33,614
Task 2 – Raw Water Intake Evaluation	$ 287,468
Task 3 – GPI WTP Shutdown Planning Assistance	$ 8,651
Total Basic Services	**$ 329,733**

SCHEDULE

The effort described in this scope of services will be completed within six (6) months of Notice to Proceed.

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

Exhibit B
HDR Engineering, Inc. Terms and Conditions for Consulting Services

1. **STANDARD OF PERFORMANCE**
The standard of care for all professional engineering, consulting and related services performed or furnished by CONSULTANT and its employees under this Agreement will be the care and skill ordinarily used by members of CONSULTANT's profession practicing under the same or similar circumstances at the same time and in the same locality. CONSULTANT makes no warranties, express or implied, under this Agreement or otherwise, in connection with CONSULTANT's services.

2. **INSURANCE/INDEMNITY**
CONSULTANT agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of $250,000; Automobile Liability insurance of $1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of $1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of $1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which CONSULTANT is legally liable. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. CONSULTANT agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by CONSULTANT's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract.

3. **ESTIMATES**
Any estimates of project cost, value or savings provided by CONSULTANT are intended to allow a comparative evaluation between alternatives and do not constitute a detailed evaluation or prediction of actual project costs, value or savings. Any such estimates are made on the basis of information available to CONSULTANT and on the basis of CONSULTANT's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since CONSULTANT has no control over the impact of various factors that impact the actual project cost, value or savings, CONSULTANT does not guarantee that the actual project cost, value or savings will not vary from CONSULTANT's estimates.

4. **CONTROLLING LAW**
This Agreement is to be governed by the law of the state where CONSULTANT's services are performed.

5. **SUCCESSORS, ASSIGNS AND BENEFICIARIES**
OWNER and CONSULTANT, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor CONSULTANT will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

6. **SERVICES AND INFORMATION**
OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by CONSULTANT. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering, consulting and related services hereunder, it is understood by OWNER that CONSULTANT is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by CONSULTANT, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by CONSULTANT.

7. **RE-USE OF DOCUMENTS**
All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by CONSULTANT pursuant to this Agreement, are instruments of service with respect to the project. CONSULTANT retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to CONSULTANT, and OWNER will defend, indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will entitle CONSULTANT to further compensation at rates to be agreed upon by OWNER and CONSULTANT.

8. **TERMINATION OF AGREEMENT**
OWNER or CONSULTANT may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs CONSULTANT incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

9. **SEVERABILITY**
If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

other party as a waiver of any subsequent breach of the same provision, term or condition.

10. CONTROLLING AGREEMENT
These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

11. INVOICES
CONSULTANT will submit monthly invoices for services rendered and OWNER will make payments to CONSULTANT within thirty (30) days of OWNER's receipt of CONSULTANT's invoice.

CONSULTANT will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in CONSULTANT's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify CONSULTANT of the dispute and request clarification and/or correction. After any dispute has been settled, CONSULTANT will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for CONSULTANT. CONSULTANT retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives CONSULTANT's invoice. In the event undisputed portions of CONSULTANT's invoices are not paid when due, CONSULTANT also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES
The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by CONSULTANT are estimates to perform the services required to complete the project as CONSULTANT understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. CONSULTANT will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. EQUAL EMPLOYMENT AND NONDISCRIMINATION
In connection with the services under this Agreement, CONSULTANT agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

14. EXECUTION
This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between CONSULTANT and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

15. ALLOCATION OF RISK
OWNER AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF $1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY.

16. LITIGATION SUPPORT
In the event CONSULTANT is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which CONSULTANT is not a party, OWNER shall reimburse CONSULTANT for reasonable costs in responding and compensate CONSULTANT at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

17. NO THIRD PARTY BENEFICIARIES
This Agreement gives no rights or benefits to anyone other than the OWNER and CONSULTANT and has no third-party beneficiaries. All work product will be prepared for the sole and exclusive use of the OWNER and is not for the benefit of any third party and may not be distributed to, disclosed in any form to, used by, or relied upon by, any third party without the prior written consent of CONSULTANT, which consent may be withheld in its sole discretion. OWNER agrees to indemnify CONSULTANT and its officers, employees, subcontractors, and affiliated corporations from all claims, damages, losses, and costs, including but not limited to litigation expenses and attorney's fees arising out of or related to the unauthorized disclosure, change, or alteration of such work product.

Use of any report or any information contained therein by any party other than OWNER shall be at the sole risk of such party and shall constitute a release and agreement by such party to defend and indemnify CONSULTANT and its affiliates, officers, employees and subcontractors from and against any liability for direct, indirect, incidental, consequential or special loss or damage or other liability of any nature arising from said party's use of such report or reliance upon any of its content. To the maximum extent permitted by law, such release from and indemnification against liability shall apply in contract, tort (including negligence), strict liability, or any other theory of liability.

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

18. DISCLAIMER

In preparing reports, CONSULTANT relies, in whole or in part, on data and information provided by the OWNER and third parties, which information has not been independently verified by CONSULTANT and which CONSULTANT has assumed to be accurate, complete, reliable, and current. Therefore, while CONSULTANT has utilized the customary professional standard of care in preparing this report, CONSULTANT does not warrant or guarantee the conclusions set forth in reports which are dependent or based upon data, information or statements supplied by third parties or the OWNER.

19 OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems ("OT Systems") and features designed, recommended or assessed by CONSULTANT are dependent upon OWNER's continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT System in accordance with applicable industry standards (i.e. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by CONSULTANT are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, CONSULTANT does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against CONSULTANT resulting from any such incidents that relate to or affect OWNER's OT Systems.

20. FORCE MAJEURE

CONSULTANT shall not be responsible for delays caused by factors beyond CONSULTANT's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of CONSULTANT's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond CONSULTANT's reasonable control occur, the OWNER agrees that CONSULTANT shall not be responsible for damages, nor shall CONSULTANT be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to CONSULTANT's schedule and/or compensation if impacted by the force majeure event or condition.

Attachment: 2025-072 ATTH 01 TWU HDR Agreement GPI Intake Eval FINAL 2025-05-02 (4505 : 2025-072 RES Raw Water Intake Evaluation)

RESOLUTION NO. 2025-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH HDR ENGINEERING, INC. OF DALLAS, TEXAS, TO EVALUATE AND RECOMMEND IMPROVEMENTS TO THE RAW WATER INTAKE, LOCATED AT LAKE WRIGHT PATMAN, WHICH SERVES THE WATER TREATMENT PLANT LOCATED AT THE GRAPHIC PACKAGING MILL IN DOMINO, TEXAS, FOR AN AMOUNT NOT TO EXCEED $329,733, WITH NO IMPACT ON THE UTILITY'S FUNDS AND ALL INVOICES BEING PAID DIRECTLY BY GRAPHIC PACKAGING, INC.; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the evaluation and recommendation improvements include the structural, mechanical, electrical, instrumentation controls, and the shoreline evaluation of the raw water intake located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill located in Domino, Texas; and

WHEREAS, the procurement of engineering services needed to evaluate and recommend improvements to the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas, is governed by the provisions of Texas Government Code Chapter 2254 "Professional and Consulting Services;" and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for statements of qualifications and demonstrated competence performance data for engineering services, in response to which ten (10) engineering firms responded, and

WHEREAS, the Texarkana Water Utilities staff considered the qualifications of those responding in terms of exhibited skills, training and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty, and based on those considerations, found that HDR Engineering, Inc. of Dallas, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, HDR Engineering, Inc. has proposed a fee of $329,733 for engineering services necessary for the evaluation and recommendations of the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill at Domino, Texas; and

WHEREAS, there will be no impact on the Utility's funds with all invoices being paid directly by Graphic Packaging, Inc. in the amount of $329,733.

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

Attachment: 2025-072 RES Raw Water Intake Eval signed (4505 : 2025-072 RES Raw Water Intake Evaluation)

SECTION 1: HDR Engineering, Inc. of Dallas, Texas, being an engineering firm capable of evaluating and recommending improvements to the raw water intake, located at Lake Wright Patman, which serves the Water Treatment Plant located at the Graphic Packaging Mill in Domino, Texas, is most highly qualified to provide the necessary engineer services for this project for an amount not to exceed $329,733.

SECTION 2: The City Manager be and is authorized to contract with HDR Engineering, Inc. of Dallas, Texas for the above-described services.

SECTION 3: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29 p.m.

Attachment: 2025-072 RES Raw Water Intake Eval signed (4505 : 2025-072 RES Raw Water Intake Evaluation)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/7/2025 10:04 AM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Ordinance No. 2025-076 authorizing the City Manager to accept a grant from the T.L.L. Temple Foundation in the amount of $2,000,000 for support of The Assembly Line - Creator Space, REDI Set Move - Texarkana, and Pitch It Texarkana initiatives and amending the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, to add the Assembly Line Fund (Fund 249) and include budgeted revenues and expenditures in this fund in the amount of $2,000,000.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

Updates/History of Briefing:

"NOT APPLICABLE"

Executive Summary and Background Information:

The City was awarded $2,000,000 from the T.L.L. Temple Foundation for support of The Assembly Line – Creator Space, REDI Set Move – Texarkana, and Pitch It Texarkana initiatives. This award was not included in the previously adopted budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025. Staff is proposing to add the Assembly Line Fund (Fund 249) to the budget and include additional revenue and expenditures of $2,000,000 in this fund in the budget as well.

Potential Options:

- Approve
- Deny

Fiscal Implications:

Grant award. No match required by the City.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

NOT APPLICABLE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-076 ORD creating the Assembly Line Fund (Fund 249) (DOCX)
b. 2025-076 ATTH 01 Texarkana Grant Agreement (PDF)
c. 2025-076 Goals & Perspectives (DOCX)
d. 2025-076 ORD Assem. Line Fund budg signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	05/07/2025 10:04 AM
Finance Department	Kristin Peeples	Finance Review	Completed	05/07/2025 10:04 AM
City Manager	David Orr	City Manager Review	Completed	05/07/2025 4:17 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

ORDINANCE NO. 2025-076

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ACCEPT A TWO MILLION DOLLAR ($2,000,000) GRANT FROM THE T.L.L. TEMPLE FOUNDATION FOR THE ASSEMBLY LINE – CREATOR SPACE, REDI SET MOVE – TEXARKANA, AND PITCH IT TEXARKANA INITIATIVES, AND AMENDING THE BUDGET TO ADD THE ASSEMBLY LINE FUND (FUND 249) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025, AND INCLUDE ADDITIONAL REVENUE AND EXPENDITURES IN THIS FUND OF TWO MILLION DOLLARS ($2,000,000); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City applied for and was awarded $2,000,000 in grant funding from the T.L.L. Temple Foundation; and

WHEREAS, these funds will be used for support of The Assembly Line – Creator Space, REDI Set Move – Texarkana, and Pitch It Texarkana initiatives; and

WHEREAS, the funds were not included in the original budget for the fiscal year ending September 30, 2025; and

WHEREAS, staff recommends amending the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, to add the Assembly Line Fund (Fund 249) and include additional revenue and expenditures in this fund of $2,000,000.

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

SECTION 1: The City Manager is hereby authorized to accept the $2,000,000 grant funding from the T.L.L. Temple Foundation.

SECTION 2: The budget estimate of the revenue and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2024, and ending September 30, 2025, shall be amended to add the Assembly Line Fund (Fund 249) and include additional revenue and expenditures in this fund of two million dollars ($2,000,000).

SECTION 3: This ordinance 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 **12th day of May, 2025**.

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-076 ORD creating the Assembly Line Fund (Fund 249) (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line

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T.L.L. TEMPLE FOUNDATION

EST 1962

BUILDING A THRIVING RURAL EAST TEXAS

May 2, 2025

Mr. David Orr
City of Texarkana
220 Texas Blvd
Texarkana, TX 75501

Dear Mr. Orr:

The T.L.L. Temple Foundation has reviewed your application wherein City of Texarkana requested funding for support of The Assembly Line - Creator Space, REDI Set Move - Texarkana, and Pitch It Texarkana initiatives, as outlined in your application dated 03/31/2025.

We are pleased to inform you that a grant in the amount of $2,000,000.00 has been awarded for the above-mentioned project and these grant funds should not be used for any other purpose without the approval of the T.L.L. Temple Foundation. The schedule of disbursements is outlined in Schedule A, and the schedule of reporting is outlined in Schedule B of the attached Grant Agreement.

The signature on this grant agreement by the person authorized to execute such agreements for City of Texarkana, Texas will represent its acceptance of this grant and its agreement to comply with the terms, provisions, and conditions of this grant award. Please sign the grant agreement within seven (7) days.

Sincerely yours,

Signed by:
John E. Calahan
F96E07869DF74A8...

John E. Calahan
Interim President & CEO

JEC/tm

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Grant Agreement

The undersigned representative of Texarkana, City of(the "Grantee") accepts this Grant made by T.L.L. Temple Foundation (the "Foundation") by the Award Notification Letter dated May 2, 2025 and in consideration of such Grant agrees as follows:

Section 1: Definitions

1.1 For all purposes of this Grant Agreement, except as otherwise provided herein or unless the context otherwise requires, the terms defined in this section have the following meanings assigned to them.

"Award Notification Letter" means the accompanying cover letter to the Grant Agreement.

"Code" means the Internal Revenue Code of 1986 as amended.

"Deliverable" means the end results of the project that can be both measured and quantified and includes both tangible and intangible results.

"Earmarked" means a restriction or condition is placed on a grant.

"Foundation" means T.L.L. Temple Foundation or any of its successor entities.

"Grant" means the award of funds to the Grantee to undertake the Grant Purpose(s) outlined in the Proposal.

"Grant Funds" means the monetary payment for the Grant Purpose(s).

"Grant Period" means the period of time from the grant start date to the grant end date.

"Grant Purpose(s)" means the purpose(s) of the Project for which funds are being requested in the Proposal.

"Grantee" means Texarkana, City of.

"Key Individuals" means the individuals in the proposal, or subsequently identified, most responsible for planning, administering/performing, and implementing the project outcomes, performance targets, measurable impacts and critical milestones outlined in the Proposal.

"Materials" means (i) work products developed from the beginning stages of the project such as proposals, agendas, meeting minutes, reports, analysis and details of the project; (ii) work products developed during the course of the project such as prototypes, presentations, recorded discussions, diagrams and status reports; and (iii) deliverables resulting from the project which may include, but are not limited to, articles, books, advertisements, blogs, newsletters, brochures, social media pages, websites, curricula, evaluation tools, toolkits, presentations, proceedings, testimony, case studies, and policy briefs.

"Performance Targets, Measurable Impacts, and Critical Milestones" mean the aspects of the Project listed in the Proposal that will be monitored to assess progress toward success.

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

"Parties" means the Grantee and T.L.L. Temple Foundation including the word Party when applied to one of the Parties.

"Program/Project" means the individual or collaborative work described in the Proposal and approved by the Foundation that is planned and designed to achieve the Grant Purpose(s).

"Proposal" means the document submitted by the Grantee and approved by the Foundation in the Award Notification Letter that outlines the proposed Project and budgetary requirements.

"Subgrantees" means any third party to whom the Grantee may re-grant some or all of the Grant Funds in furtherance of the Grant Purpose(s).

Section 2: Grant Amount, Purpose, Period and Disbursements

2.1. The Grantee is awarded $2,000,000.00, to be disbursed as indicated in Schedule A, to support The Assembly Line-Creator Space, REDI Set Move - Texarkana, and Pitch It Texarkana initiatives (the "Grant Purpose(s)"). The "Grant Period" is from 05/01/2025 to 05/01/2028 (the "Grant Period"). All grant disbursements are subject to the terms and conditions of this Grant Agreement. All scheduled disbursements subsequent to the initial disbursement will be subject to demonstrable progress toward Performance Targets, Measurable Impacts, and Critical Milestones as provided in the Proposal dated 03/31/2025.

Section 3: Expenditure of Grant Funds

3.1. The Grant is for the specific purpose(s) presented in the Proposal, and Grant Funds received, any investment income earned, or gains realized under this Grant Agreement by Grantee with respect to such Grant Funds, shall be expended for no other purpose(s) without the express, written approval of the Foundation. Any earnings accruing from these Grant Funds shall be credited to the support of the Grant Purpose(s).

3.2. Any portion of the Grant Funds unexpended at the completion of the Grant Period shall be returned to the Foundation unless otherwise determined by the Foundation.

3.3. Grantee will utilize the Grant Funds only for charitable and educational activities consistent with its tax-exempt status. Without limiting the generality of the proceeding sentence, Grantee will not engage in any lobbying not permitted by Section 501(c)(3) of the Code, or, if applicable, Internal Revenue Code Sections 501(h) and 4911.

3.4 Grantee specifically agrees that no part of the Grant Funds will be used to (i) make any grant which does not comply with requirements of Sections 4945(d)(3) and (4) of the Code; or (ii) make grants to other organizations which are not designated as an organization under the Code, Section 501(c)(3) and 509 (a)(1), (2) or (3), and 170(c)(1).

3.5. Grantee acknowledges that the Foundation has not Earmarked Grant Funds for any organization or individual other than the Grantee. Grantee agrees that it is responsible for distribution of Grant Funds as provided in the budget approved as part of the Proposal.

Section 4: Use of, and Disbursement to, Subgrantees

4.1. If the budget approved for the Grant Purpose(s) includes disbursements to Subgrantees, Grantee has full discretion and control over the selection process, acting completely independently of the Foundation. It is expressly understood and agreed the Foundation may not cause Grantee to choose any particular Subgrantee, unless the

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Subgrantee was identified in the Proposal. The Grantee, and not the Foundation, is solely responsible for ensuring that all such Subgrantees use Grant Funds consistent with this Grant Agreement and the Proposal. The Foundation will continue to list only the Grantee's name as the Grantee in the Foundation's records and Grantee agrees to provide the Foundation with reports for the total amount paid to the Grantee.

Section 5: Compliance

5.1. Consistent with Executive Order 13244 and the USA Patriot Act, Grantee agrees that no portion of Grant Funds will be used to support terrorism, or will be diverted to other individuals or organizations which have assisted, sponsored, or provided financial, material, or technological support for terrorists or persons associated with terrorists.

5.2. Grantee understands that under the terms of the Foundation's Articles of Incorporation, Grant Funds are awarded for the use of grant recipients within the state of Texas for the benefit of the people of Texas.

5.3. Grantee represents that by executing this Grant Agreement it is an organization described in the Code under Section 501(c)(3) and either 509(a)(1), (2) or (3), or Section 170(c)(1) and has timely filed its Forms 990 or other reports, as may be required by the Code, and that Grantee is in good standing with the Internal Revenue Service and relevant state and local authorities.

5.4. Grantee agrees to notify the Foundation immediately, in writing, if (i) Grantee's federal tax status is revoked or altered; (ii) Grantee has reasonable grounds to believe its tax exempt status may be revoked or altered; or (iii) Grantee has reason to believe that Grant Funds cannot be expended for the specified Grant Purpose(s) in the Proposal. In the event that Grantee loses the tax status required by Section 5.3 before all Grant Funds are disbursed, all obligations of the Foundation to make further disbursements will terminate.

5.5. Grantee certifies this Grant will not jeopardize Grantee's current status as an organization described in Section 5.3 hereof.

5.6. Grantee will cooperate with the Foundation in supplying such additional information or taking such steps as reasonably required for the Foundation to establish that the Foundation has observed all requirements of the law with respect to the Grant.

Section 6: Grant Announcements, Publications and Communications

6.1. The Foundation retains the right to release information regarding this Grant. Permission is hereby given for Grantee to use any wording contained in the accompanying Award Notification Letter. Only proposed releases for publication or broadcast containing additional information need be submitted to the Foundation for approval.

6.2. Grantee agrees to provide draft copies of any proposed scholarly publication or public presentation resulting from this Grant at least 60 days in advance of publication or presentation for the Foundation to review and approve with such approval not to be unreasonably withheld. Grantee further agrees to include disclaimer language suggested below when any published research or report advocates a point of view.

> *"The opinions expressed in this report are those of the author(s) and do not necessarily reflect the views of T.L.L. Temple Foundation or any director, officer or employee thereof."*

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

6.3. The Grantee shall provide the Foundation, in a timely manner, copies of all final public communications regarding the Grant, including copies of media coverage.

6.4. Grantee agrees not to make any oral or written communication to any person which disparages, or has the effect of damaging the reputation of, or otherwise working in any way to the detriment of, the Foundation.

Section 7: Grant Reports, Modifications and Notifications

7.1. According to Schedule B, Grantee agrees to submit periodic reports to the Foundation regarding progress toward the Grant Purpose(s) and expenditure of Grant Funds. Requests for Grant Purpose(s) or budget modifications should be submitted in writing to the Foundation for review and approval. Grantee acknowledges that failure to submit required reports may result in subsequent disbursements being withheld and failure to submit a final report may jeopardize future funding opportunities for Grantee.

7.2. Grantee shall provide, at the Foundation's request, any Materials that result from this Grant. All copyright interests in Materials produced as a result of this Grant are owned by the Grantee. The Grantee hereby conveys to the Foundation a nonexclusive, irrevocable, perpetual, royalty free license to reproduce, publish, or republish in print, electronic form, or in any future form not yet devised any and all Materials produced as a result of this Grant.

7.3. Grantee is required to provide immediate notice of any change in Key Individuals or duties assigned as defined in the Proposal, and shown on Schedule C below, and will consult with the Foundation as to necessary arrangements (including identification of replacement of Key Individual(s)) to accomplish Performance Targets, Measurable Impacts, and Critical Milestones as defined in the Proposal.

Section 8: Record Maintenance and Inspection

8.1. The Foundation may monitor and conduct an evaluation of this Grant and all operations conducted pursuant thereto. This may include a visit or visits from foundation personnel to observe and discuss, with Grantee's personnel, operations related to the Grant Purpose(s) and to review financial and other records and Materials financed by Grant Funds.

8.2. A complete and accurate record of the Grant Funds received and expenses incurred under this Grant must be maintained by the Grantee for at least four years after all Grant Funds are fully expended. The Foundation may, at its expense and on reasonable notice to the Grantee, audit, or have audited, the Grantee's records as they relate to the Grant.

Section 9: Termination

9.1. The Foundation, at its sole option, may terminate this Grant Agreement in writing or withhold payments, or both at any time if, in the Foundation's judgment, (i) the Foundation is not satisfied with the quality of the Grantee's progress toward achieving the intended Performance Targets, Measurable Impacts, and Critical Milestones as outlined in the Proposal; (ii) the Foundation is of the opinion that the Grantee is incapable of satisfactorily completing, or has ceased to be an appropriate means of accomplishing, the Grant Purpose(s); (iii) the Grantee dissolves or fails to operate; (iv) the Grantee materially fails to comply with all terms and conditions included in this Grant Agreement, including any Foundation request for further documents or information; (vi) the Grantee fails to meet reporting or other obligations of the Grant; (vii) significant leadership, including any Key Individuals, or other changes occur that the Foundation believes may threaten the accomplishment of the Grant Purpose(s); or (viii) such action is necessary to comply with the requirements of any law or regulation affecting the Foundation's responsibilities with respect to this Grant.

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

9.2 If termination occurs prior to the scheduled end date of the Grant Period, the Grantee shall, upon request by the Foundation, provide to the Foundation a full accounting of the receipt and disbursement of Grant Funds and expenditures incurred under the Grant as of the effective date of termination. Within sixty (60) days after written request by the Foundation, the Grantee shall remit all Grant Funds unexpended as of the effective date of termination.

Section 10: Form, Method and Receipt of Notices

10.1 All notices, requests, claims, demands and other communications between the Parties shall be in writing. All notices shall be given (i) by delivery in person (ii) by a nationally recognized next day courier service, (iii) by first class, registered or certified mail, postage prepaid, (iv) by facsimile or (v) by electronic mail to the address of the party specified in this Grant Agreement or such other address as either Party may specify in writing. All notices shall be effective upon (i) receipt by the Party to which notice is given, or (ii) on the fifth (5th) day following mailing, whichever occurs first.

10.2 Notice of grant termination or potential regulatory action or litigation that could effect this grant must be given in writing and sent by first class, registered or certified mail, postage prepaid.

10.3 Any notices required by this Grant Agreement shall be delivered by form and methods noted above to the following person(s) unless notified otherwise:

(a) From Grantee to Foundation:

John E. Calahan
Interim President & CEO
(936) 634-3900
Johncalahan@tlltemple.foundation

T.L.L. Temple Foundation
204 Champions Drive
Lufkin, Texas 75901

(b) From Foundation to Grantee:

David Orr
Texarkana, City of
220 Texas Blvd
Texarkana, TX 75501

Section 11: Indemnification

11.1. Grantee agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its officers, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorney's fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission of Grantee, its employees, or agents, in applying for or accepting this Grant, in expending or applying the Grant Funds or in carrying out any Grant Purpose(s) supported by this Grant, except to the extent that such claims, liabilities, losses, and expenses arise solely from any act or omission of the Foundation, its officers, directors, employees, or agents.

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Section 12: Grantee Acknowledgements

12.1. Grantee hereby acknowledges that it did not provide any goods or services to the Foundation, its officers, directors, or agents in consideration of this Grant.

12.2. Grantee hereby acknowledges that the Foundation and its representatives have made no actual or implied promise of funding except for the amounts specified by this Grant Agreement. Grantee further acknowledges that funding for this request does not guarantee future funding beyond the Grant Period.

12.3. Grantee hereby acknowledges this Grant Agreement is not intended by the Foundation and Grantee (the "Parties") to constitute or create a joint venture, pooling arrangement, or formal business organization of any kind. The rights and obligations of the Parties shall be only those expressly set forth herein.

Section 13: Governing Law

13.1. All legal proceedings or matters pertaining to this Grant shall be governed by the laws of the State of Texas. Further, any disputes arising hereunder shall be heard in the state or federal courts with subject matter jurisdiction over Angelina County, Texas.

Section 14: Non-Assignment

14.1. This Grant Agreement, nor any rights or obligations created herein, may be assigned or transferred to any third party, or to any affiliate, successor, or assign of Grantee without prior written consent of the Foundation.

Section 15: Entire Agreement, Severability and Amendment

15.1. This Grant Agreement is the entire agreement between Grantee and Foundation and supersedes any prior oral or written agreements or communication between the Parties regarding this subject matter. The provisions of this Grant Agreement are severable so that if any provision is found to be invalid, illegal, or unenforceable, such findings shall not affect the validity, construction, or enforceability of any remaining provision. The Grant Agreement may be amended only by written agreement of the Parties.

15.2. This Grant is conditional upon Grantee's acceptance of the terms and conditions set forth herein and in the accompanying Award Notification Letter. The signature on this document of the person(s) duly authorized to make legal contracts for Grantee will represent that the Grantee has read, accepts, and agrees to comply with the terms of this Grant Agreement, and agrees to notify all related persons and agents under the direction of the Grantee to comply with all said terms.

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Section 16: Signatures

Texarkana, City of:

Name (Please Print): David Orr

Title (Please Print): City Manager

Signature: Signed by: 7436952B724D43F...

Date: 5/6/25
5/6/2025
5/6/2025

T.L.L. TEMPLE FOUNDATION:

Name: John E. Calahan

Title: Interim President & CEO

Signature: Signed by: F96E07869DF74A8...

Date: 5/6/2025

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Docusign Envelope ID: 438D7078-F900-4E2A-8B69-0B6835B9D920

Schedule A
Schedule of Disbursements

Disbursements subject to all terms and conditions of related Grant Agreement.

Disbursement Number	Date of Disbursement*	Total Disbursement
One (Initial Disbursement)	Within thirty (30) days of signed agreement	$1,500,000.00
Two	July 1, 2026	$ 250,000.00
Three	July 1, 2027	$ 250,000.00
Total		$2,000,000.00

*Listed disbursement dates are "on or about" to take into account weekends and holidays.

Disbursement/ACH notifications will be emailed to:
David Orr at david.orr@texarkanatexas.gov

Disbursements will reference: The Assembly Line - Creator Space, REDI Set Move - Texarkana, and Pitch It Texarkana Initiatives

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Schedule B
Schedule of Required Reports

Failure to submit required reports may result in subsequent Grant Fund disbursements being withheld, and failure to submit a final report may jeopardize future funding opportunities for Grantee. Subsequent disbursements are released only upon receipt and acceptance of required reports. The foundation may ask for periodic updates between scheduled Interim Reports.

Report Name/Type	Due Date*
Interim Report	June 1, 2026
Interim Report	June 1, 2027
Final Report	June 15, 2028

As part of the reporting, you will be required to complete a self-assessment and update the foundation on the following outcomes and strategies as submitted in your application:

Outcomes:
Goal 1: Increased Entrepreneurial Activity & Business Formation Outcome: To significantly increase the number of new businesses launched and existing businesses supported in Texarkana through The Assembly Line's resources and programs. Measurement: Number of active members through The Assembly Line – Creator Space (Year 1: 50, Year 2: 100, Year 3: 150). Number of participants in Pitch It Texarkana (Year 1: 40, Year 2: 50, Year 3: 60) Percentage of competition winners who establish a business in Texarkana (3 winners annually). Business growth metrics through The Assembly Line – Creator Space (10 new businesses launched,15 jobs created in Year 1; 20 new businesses, 40 jobs in Year 2; 40 new businesses, 80 jobs in Year 3). New Business & Job Creation: Tracks the launch of new businesses and the initial jobs they create. Existing Business Employee Expansion: Measures the cumulative increase in jobs within businesses launched in previous years.

Goal 2: Strategic Talent Attraction & Retention Outcome: To attract new residents and retain existing talent in Texarkana, expanding the local workforce and diversifying the economy through the REDI Set Move initiative. Measurement: Number of new residents relocating to Texarkana (Year 1: 10 households, Year 2: 15 households, Year 3: 20 households) Number of remote workers provided co-working space at The Assembly Line. Number of remote workers seeking new job opportunities within Texarkana. Economic impact assessment based on increased spending and local business support.

Goal 3: Enhanced Workforce Skills & Leadership Development Outcome: To equip individuals with the skills and leadership abilities necessary for entrepreneurial success and professional growth through The Assembly Line's training programs. Measurement: Number of individuals completing entrepreneurial and leadership training programs.

Goal 4: Community Engagement & Integration Outcome: To foster a vibrant and connected community in Texarkana, promoting collaboration and integration between new residents and existing community members. Measurement: The amount of new people that integrate into the community. Attendance and engagement levels at networking and training events. Social media and digital engagement metrics for program outreach. Community feedback

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

and satisfaction surveys.

Goal 5: Sustainable Program Funding & Growth Outcome: To secure sustainable funding and expand program offerings to ensure the long-term viability and impact of The Assembly Line and REDI Set Move initiatives. Measurement: Amount of additional funding secured from grants, sponsorships, and revenue-generating activities. Growth in revenue from membership fees, sponsorships, and training programs. The Assembly line Year 1 Total Revenue: $50,000, Year 2: $130,000, Year 3: $300,000. Number of corporate partnerships formed to support program sustainability.

Goal 6: Measurable Regional Economic Impact Outcome: To demonstrate the significant and positive economic impact of The Assembly Line and REDI Set Move initiatives on the Texarkana region. Measurement: Completion of an annual Economic Impact & Entrepreneurial Report, analyzing the financial and social impact of both initiatives. Metrics on business growth, job creation, and investment in local startups. Regional economic trends, including changes in employment rates, tax revenue, and workforce development. Testimonials and case studies from program participants highlighting success stories.

Strategies:

1) Strategy One: Strategic Partnerships & Collaborative Networks using the proven Strategic Doing Model
Activity: Leverage partnerships with Texas A&M University–Texarkana, Texarkana College, University of Arkansas Hope-Texarkana, AR-TX REDI, the Texarkana Chamber of Commerce, and local businesses to provide financial, operational, and promotional support.
Outcome: Strengthen long-term program sustainability through shared resources, funding opportunities, and mentorship programs for participants.

2) Strategy Two: Community & Workforce Engagement
Activity: Launch targeted marketing campaigns, host networking events, and create public outreach initiatives to attract entrepreneurs, remote workers, and local professionals to participate in the programs.
Outcome: Increase community engagement, drive economic growth, and position Texarkana as a regional hub for talent and innovation.

3) Strategy Three: Leadership & Entrepreneurial Development
Activity: Implement leadership programming and Strategic Doing methodologies to provide structured mentorship, training workshops, and business coaching for program participants.
Outcome: Equip local entrepreneurs and remote workers with the tools, skills, and networks necessary for long-term success.

4) Strategy Four: Sustainable Funding & Revenue Generation
Activity: Diversify funding sources through grants, sponsorships, private investments, and revenue-generating activities such as membership fees, event sponsorships, and training workshops.
Outcome: Establish financial sustainability beyond the initial grant funding, ensuring program longevity and continued impact.

5) Strategy Five: Measurable Impact & Continuous Improvement
Activity: Utilize data tracking, participant feedback, and performance analytics to evaluate program success and make necessary improvements over time.
Outcome: Drive ongoing program enhancements, ensure accountability, and demonstrate tangible economic and workforce development outcomes.

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

Schedule C
List of Key Individual(s)

"Key Individual(s)" means the individual(s) you submitted in your proposal, or subsequently identified, most responsible for planning, administering/performing, and implementing the project outcomes, performance targets, measurable impacts, and critical milestones outlined in Grantee's proposal. Significant leadership changes, including any key individual(s), that occur within the grant period may threaten the accomplishment of the grant purposes; therefore, the foundation must be notified in a prompt and timely manner of any changes to Grantee's key individual(s).

Name	Role	Email
Rob Sitterly	President/CEO AR-TX REDI	Rob.sitterly@ar-txredi.com
Jay Davis	E.D. of Financial & Entrepreneurship	Jay.davis@tamut.edu
Dr. Brandy Eldridge	Director of The Assembly Line	Brandy.eldridge@assemblylinetx.com
Dr. Jason Smith	President, Texarkana College	Jason.smith@texarkanacollege.edu
Dr. Ross Alexander	President, Texas A&M Texarkana	Ross.alexander@tamut.edu
Dr. Christine Holt	Chancellor, University of Arkansas Hope - Texarkana	Christine.holt@uaht.edu
Dr. Robin Hickerson	President, Texarkana Chamber of Commerce	rhickerson@texarkana.org
Robbin Bass	Regional Director, Congressman Moran	Robbin.bass@mail.house.gov
David Orr	City Manager, City of Texarkana	David.orr@texarkanatexas.gov
Vashil Fernandez	Director of Planning & Community Development, City of Texarkana	Vashil.fernandez@texarkanatexas.gov

Attachment: 2025-076 ATTH 01 Texarkana Grant Agreement (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-076 Goals & Perspectives (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund 249))

ORDINANCE NO. 2025-076

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ACCEPT A TWO MILLION DOLLAR ($2,000,000) GRANT FROM THE T.L.L. TEMPLE FOUNDATION FOR THE ASSEMBLY LINE – CREATOR SPACE, REDI SET MOVE – TEXARKANA, AND PITCH IT TEXARKANA INITIATIVES, AND AMENDING THE BUDGET TO ADD THE ASSEMBLY LINE FUND (FUND 249) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025, AND INCLUDE ADDITIONAL REVENUE AND EXPENDITURES IN THIS FUND OF TWO MILLION DOLLARS ($2,000,000); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City applied for and was awarded $2,000,000 in grant funding from the T.L.L. Temple Foundation; and

WHEREAS, these funds will be used for support of The Assembly Line – Creator Space, REDI Set Move – Texarkana, and Pitch It Texarkana initiatives; and

WHEREAS, the funds were not included in the original budget for the fiscal year ending September 30, 2025; and

WHEREAS, staff recommends amending the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, to add the Assembly Line Fund (Fund 249) and include additional revenue and expenditures in this fund of $2,000,000.

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

SECTION 1: The City Manager is hereby authorized to accept the $2,000,000 grant funding from the T.L.L. Temple Foundation.

SECTION 2: The budget estimate of the revenue and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2024, and ending September 30, 2025, shall be amended to add the Assembly Line Fund (Fund 249) and include additional revenue and expenditures in this fund of two million dollars ($2,000,000).

SECTION 3: This ordinance 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 **12th day of May, 2025**.

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29 p.m.

Attachment: 2025-076 ORD Assem. Line Fund budg signed (4509 : 2025-076 ORD Amending Budget to Create the Assembly Line Fund (Fund

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/8/2025 4:13 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2025-077 authorizing the City Manager to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of five (5) homes selected under the Texas Department of Housing and Community Affairs (TDHCA) HOME Program.

Briefing: 5/12/2025 **Public Hearing:** **Council Vote:** 5/12/2025

Item Schedule

Updates/History of Briefing:

The City Manager was authorized to approve the use of funds allocated in the Home Program Fund (Fund 209) as a match for the City's HOME Program on November 12, 2024, by Resolution No. 2024-142. That resolution should have included approval of JSG Homes LLC of Atlanta, Texas, for construction.

Executive Summary and Background Information:

The City participates in the Home HRA program through the Texas Department of Housing and Community Affairs (TDHCA). In May 2023, a contract was established with KBB Consulting, LLC to manage the program.

Five (5) homes have been identified that meet the qualifications for reconstruction. **JSG Homes, LLC of Atlanta, Texas, was selected as the contractor through a competitive bidding process.** Three of the five homes identified require a city match of 15% which is budgeted in the Home Program Fund (Fund 209).

The five homes are located at:

- 2511 Phillips Street
- 1302 W Broadway
- 816 Wilson Street (including flood mitigation)
- 810 Jerome Street (including flood mitigation)
- 114 Parish Street

Potential Options:

- Approve the Resolution
- Deny the Resolution

Fiscal Implications:

Funds are available in the Home Program Fund (Fund 209)

Staff Recommendation:

Staff recommends for approval of this resolution.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-077 RES HOME Program contractor (JSG Homes) (DOCX)
b. 2025-077 Goals & Perspectives (DOCX)
c. 2025-077 RES HOME Prog. contractor (JSG Homes) signed (PDF)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	05/08/2025 4:13 PM
City Manager	David Orr	City Manager Review	Completed	05/08/2025 9:51 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JSG HOMES, LLC OF ATLANTA, TEXAS, FOR THE RECONSTRUCTION OF FIVE (5) HOMES SELECTED UNDER THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, participates in the Texas Department of Housing and Community Affairs (TDHCA) Homeowner Reconstruction Assistance (HRA) program; and

WHEREAS, the City contracted with KBB Consulting, LLC in May 2023 to administer the TDHCA HOME Program; and

WHEREAS, five (5) homes have been selected for reconstruction under the HOME Program through a competitive process; and

WHEREAS, JSG Homes, LLC of Atlanta, Texas, was selected as the lowest, responsive, and responsible bidder to perform the reconstruction work for all five (5) homes; and

WHEREAS, the reconstruction of these homes will be funded by TDHCA HOME funds and the City's required 15% match, which has been allocated from the Home Program Fund (Fund 209).

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

SECTION 1. The City Manager is hereby authorized to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of five (5) homes identified under the TDHCA HOME Program in accordance with bid specifications.

SECTION 2. The homes to be reconstructed are located at:

- 2511 Phillips Street
- 1302 W Broadway
- 816 Wilson Street (including flood mitigation)
- 810 Jerome Street (including flood mitigation)
- 114 Parish Street

SECTION 3. Funds for this project, including the required local match, are available in the Home Program Fund (Fund 209).

Attachment: 2025-077 RES HOME Program contractor (JSG Homes) (4510 : 2025-077 RES HOME Program Contractor)

SECTION 4. This Resolution supplements Resolution No. 2024-142.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session this the **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-077 RES HOME Program contractor (JSG Homes) (4510 : 2025-077 RES HOME Program Contractor)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-077 Goals & Perspectives (4510 : 2025-077 RES HOME Program Contractor)

RESOLUTION NO. 2025-077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JSG HOMES, LLC OF ATLANTA, TEXAS, FOR THE RECONSTRUCTION OF FIVE (5) HOMES SELECTED UNDER THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, participates in the Texas Department of Housing and Community Affairs (TDHCA) Homeowner Reconstruction Assistance (HRA) program; and

WHEREAS, the City contracted with KBB Consulting, LLC in May 2023 to administer the TDHCA HOME Program; and

WHEREAS, five (5) homes have been selected for reconstruction under the HOME Program through a competitive process; and

WHEREAS, JSG Homes, LLC of Atlanta, Texas, was selected as the lowest, responsive, and responsible bidder to perform the reconstruction work for all five (5) homes; and

WHEREAS, the reconstruction of these homes will be funded by TDHCA HOME funds and the City's required 15% match, which has been allocated from the Home Program Fund (Fund 209).

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

SECTION 1. The City Manager is hereby authorized to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of five (5) homes identified under the TDHCA HOME Program in accordance with bid specifications.

SECTION 2. The homes to be reconstructed are located at:

- 2511 Phillips Street
- 1302 W Broadway
- 816 Wilson Street (including flood mitigation)
- 810 Jerome Street (including flood mitigation)
- 114 Parish Street

SECTION 3. Funds for this project, including the required local match, are available in the Home Program Fund (Fund 209).

Attachment: 2025-077 RES HOME Prog. contractor (JSG Homes) signed (4510 : 2025-077 RES HOME Program Contractor)

SECTION 4. This Resolution supplements Resolution No. 2024-142.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session this the **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29 p.m.

Attachment: 2025-077 RES HOME Prog. contractor (JSG Homes) signed (4510 : 2025-077 RES HOME Program Contractor)

City of Texarkana, Texas

Version: B

Briefing Sheet

Update Date: 6/5/2025 3:24 PM

Lead Department: City Manager **Action Officer:** Chiquita Burks, City Management Fellow

Subject: Ordinance No. 2025-060 establishing guidelines to become a Film Friendly Texas certified community, amending the Code of Ordinances by adding Article IV, “Film Friendly Texas - Texarkana" to Chapter 2, "Administrative"; and authorizing the City Manager to secure Film Friendly Texas certification from the Texas Film Commission, to oversee filming and establish additional regulations for promotion of economic development activity pertaining to commercial, movie, or television series projects.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

The Council was briefed on this proposed ordinance during the May 12, 2025, City Council meeting. The ordinance form has been reformatted for inclusion, if approved, in the City Code.

Executive Summary and Background Information:

This ordinance grants the City Manager supervision of filming and establishing guidelines to become a film friendly Texas Certified Community to promote economic development activity within the City, as it pertains to filming commercial, movie, or television series projects within the vicinity of Texarkana, Texas.

Potential Options:

- Accept the Ordinance as presented
- Reject the Ordinance as presented

Fiscal Implications:

(N/A)

Staff Recommendation:

Staff recommends approval of this Ordinance.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-060 ORD Film Friendly Texas v3 (DOCX)
b. 2025-060 ATTH 01 Guidelines for Filming in Texarkana (DOCX)
c. 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (PDF)
d. 2025-060 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Chiquita Burks	Department Head Review	Completed	05/09/2025 12:18 PM
City Manager	Jennifer Evans	City Manager Review	Skipped	05/12/2025 6:00 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

ORDINANCE NO. 2025-060

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ESTABLISHING GUIDELINES TO BECOME A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY BY AMENDING THE CODE OF ORDINANCES OF THE CITY OF TEXARKANA, TEXAS, ADDING ARTICLE IV – "FILM FRIENDLY TEXAS - TEXARKANA" – TO CHAPTER 2, "ADMINISTRATIVE"; AUTHORIZING THE CITY MANAGER TO SECURE CERTIFICATION FROM THE TEXAS FILM COMMISSION AS A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY, TO OVERSEE FILMING, AND TO ESTABLISH ADDITIONAL REGULATIONS FOR PROMOTION OF ECONOMIC DEVELOPMENT ACTIVITY PERTAINING TO FILMING COMMERCIAL, MOVIE, OR TELEVISION SERIES PROJECTS WITHIN THE CORPORATE LIMITS OF THE CITY OF TEXARKANA, TEXAS; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, established in 2007, the Film Friendly Texas (FFTX) program is a certification and marketing program administrated by the Texas Film Commission: FFTX Certified Communities receive ongoing training and guidance from the Texas Film Commission regarding media industry standards, best practices and how to effectively accommodate media production in their communities; the Film Friendly Texas program serves as an invaluable resource that helps position Texas as a premier destination for media production; and participation in the FFTX program provides Texas communities with a network for fostering media production in their municipalities and sends a clear message to media industry professionals that Film Friendly Texas Certified Communities are serious about attracting their business; and

WHEREAS, the guidelines contained in this ordinance are intended to create a program for promoting economic development activity within the city and the vicinity of the city, and to protect the personal and property rights of city residents and businesses, and to promote the public health, safety, and welfare; and the City Manager or designee reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager or designee; and

WHEREAS, these guidelines cover requests for commercial use of city-owned property (including but not limited to streets, rights-of-way or public buildings), commercial use of private property, the use of city equipment, and personnel in all types of motion picture productions, including, but not limited to, feature films, television programs, commercials, music videos, and corporate films. The applicant agrees that the city shall have exclusive authority to grant the applicant the use of public streets, rights-of-way, parks and public buildings of the city, as well as authority to regulate the hours of production and the general location of the production. The city reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety, or welfare; and

WHEREAS, the applicant shall allow city departments (i.e. Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with filming and taping, as deemed appropriate by the City Manager or designee; and

WHEREAS, before filing an application with the city, the office of the City Manager must be contacted to discuss specific filming requirements and the feasibility of filming in the city; and

WHEREAS, any commercial producer who desires to undertake a commercial production in the city is required to complete and return an application for filming to the office of the City Manager, within specific time frames. Commercial or episodic television need a minimum of two (2) days prior to the commencement

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

of filming. Feature films need a minimum of five (5) days prior to the commencement of filming, and a non-refundable application processing fee of twenty-five dollars ($25) shall accompany each application for filming. The City Manager or designee may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager or designee; and

WHEREAS, the applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant. The applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager or designee, in consultation with the chief of police or fire chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare; and

WHEREAS, the City Manager or designee may authorize the use of any street, right-of-way, park, public building, use of the city name, trademark or logo, use of city equipment, or personnel for commercial use in motion picture production. The applicant shall reimburse the city for inconvenience when using public property. The rate for reimbursement to the city is as follows: use of city parking lots, parking areas, and city streets is fifty dollars per day ($50); and

WHEREAS, upon request for sanitation, the applicant must obtain approval from the city for cleaning/sanitation arrangements and shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including the proposed hours, use, and parking locations. On-street parking or use of public parking lots is subject to city approval. Exterior lighting, power generators, or any other noise or light-producing equipment requires approval of the City Manager or designee; and

WHEREAS, unless written permission has been given by the City Manager, the hours of filming are Monday through Friday, 7:00 am to 9:00 pm, and weekends will be 8:00 am to 8:00 pm. The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses, and phone numbers. The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage; and

WHEREAS, the applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

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

SECTION 1: The Code of Ordinances of the City of Texarkana, Zoning Code, is hereby amended to add Article IV – "Film Friendly Texas" – to Chapter 2, "Administration", as follows:

ARTICLE IV. - FILM FRIENDLY TEXAS – TEXARKANA

Sec 2-93.- City Manager Authority

(a) The city council authorizes the city manager to oversee the filming specifics while hosting filming crews.

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

Sec 2-94.- Scope of article

(a) This article is intended to assist in promoting economic vitality while hosting production crews in the area.
(b) The requirements of this article are intended to protect the personal and property rights of tenants, residents, city officials, law enforcement, fire patrol, and businesses.
(c) The city manager or designee reserves the right to impose additional regulations in the interest of public health, safety, and welfare.

Sec 2-95.- Use of city owned property

(a) Request for use of city owned property includes public roads, rights-of-way, public buildings, use of commercial property, use of city equipment, and personnel.
(b) The applicant agrees that the city shall have exclusive authority to grant the applicant use of public streets, rights-of-way, parks, public buildings and streets.
(c) The city also has authority to regulate hours of productions and general location of the production.
(d) The city reserves the right to prohibit or to order a cessation of filming in order to promote public health, safety or welfare.

Sec 2-96.- Inspections

(a) The applicant shall allow city departments to inspect all structures, property, devices and equipment to be used in connection with the filming, taping, as deemed appropriate by the city manager or designee.
(b) Before filing an application with the city, the applicant must contact the office of the city manager to discuss the filming specifics of the project.

Sec 2-97.- Application

(a) Any commercial producer who desires to undertake a commercial production of the city must complete and return the application for filming to the office of the city manager.
(b) For commercial or episodic filming, the applicant must return the application before a minimum of 2 days before the commencement of filming.
(c) Feature films must return the application a minimum of 5 days prior to the commencement of filming, along with a non-refundable application fee of twenty-five dollars ($25.00).
(d) The city manager or designee may waive this fee upon proof of an organization's non-profit status, or any other reason deemed appropriate by the city manager.

Sec 2-98.- Use of public employees

(a) The applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant.
(b) The applicant shall pay all costs within ten days after receipt of invoice for said costs.
(c) The city manager or designee, in consultation with the chief of police and/or fire chief, shall have the authority to stipulate additional police or fire requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare.

Sec 2-99.- Authorizing use of city property

(a) The city manager or designee may authorize the use of any street, right-of-way, park or public building, use of the city name, trademark or logo, and/or use of city equipment, and/or personnel for commercial use in motion picture production.
(b) The applicant shall reimburse the City for inconvenience when using public property.
(c) Use of city parking lots, parking areas, and city streets is fifty dollars ($50.00) per day.

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

Sec 2-100.- Sanitation

(a) Upon request for sanitation, the applicant must obtain approval from the City for the cleaning/sanitation arrangements.
(b) The applicant shall also provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours and used parking locations.
(c) On street parking or use of public parking lots is subject to city approval
(d) Exterior lighting, power generators, or any other noise or light producing equipment requires approval of the city manager.

Sec 2-101.- Hours of filming

(a) The hours of filming are Monday through Friday, 7:00 am to 9:00 pm and weekends will be 8:00 am to 8:00 pm.
(b) The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses and phone numbers.
(c) The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage.

Sec 2-102.- Hold Harmless Agreement

(a) The applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right of way, or equipment in conjunction with the permitted use.

SECTION 2: The City Manager or designee is authorized to secure Film Friendly Texas certification from the Texas Film Commission and to oversee all commercial filming within the corporate limits of the City of Texarkana, Texas. All production firms and their designees must follow City Code and the direction of the City Manager or designee to ensure the health, safety, well-being, and economic vitality of the citizens, employees, elected officials, and first responders of the City of Texarkana, Texas, and the production firm and its designees.

SECTION 3: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

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

PASSED AND APPROVED in Regular Council Session on the **9th day of June, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECERTARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

Guidelines for Filming in **Texarkana, Texas**

I. Purpose

II. City Control/City Manager Authority

III. Permit Requirements and Fees

IV. Application Fee

V. Use of City Equipment and Personnel

VI. Use of City-Owned Real Estate

VII. Vehicles and Equipment

VIII. Hours of Filming

IX. Notification of Neighbors

X. Certificate of Insurance

XI. Damage to Public or Private Property

XII. Hold Harmless Agreement

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

Presented by Texarkana, Texas City Manager Office

Guidelines for Filming in Texarkana, Texas

I. Purpose

The Guidelines contained in this policy are intended to create a program for promoting economic development activity within Texarkana and the vicinity of the City. The guidelines are intended to protect the personal or property rights of Texarkana, Texas residents, and businesses; as well as promote public health, safety, and welfare.

These guidelines cover requests for commercial use of City-owned property (streets, rights-of-way, parks and/or public buildings, etc.). Commercial use of private property which may affect adjacent public or private property and the use of City equipment and personnel. Including but not limited to feature films, television programs, commercials, music videos, and corporate films.

II. City Control/City Manager Authority

The City Manager or designee of Texarkana may authorize the use of any street, right-of-way, park, public building, equipment, or personnel for commercial uses in the filming or taping of movies, television programs, commercials training films, and related activities. In conjunction, the City Manager or designee may require that any or all of the conditions and/or remuneration herein and as specified on the application be met as a prerequisite to that use.

The applicant agrees that the city of Texarkana shall have exclusive authority to grant the applicant the use of public streets, rights-of-way, parks, and public buildings of the City, as well as the authority to regulate the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming to promote public health, safety, or welfare.

The Applicant shall allow the City of Texarkana department (i.e. Police, Fire, Building) to inspect all structures, property, devices, and equipment to be used in connection with the filming and taping, as deemed appropriate by the City Manager or designee.

III. Permit Requirements and Fees

Before applying for filming in Texarkana, the Office of the City Manager must be contacted to discuss the production's specific filming requirements and the feasibility of filming in Texarkana, Texas. Any commercial producer who desires to undertake a commercial production in Texarkana, Texas is

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

required to complete and return the attached application for filming to the Office of the City Manager, within the time frames below:

- **Commercial or episodic television**: a minimum of two (2) business days before the commencement of filming or any substantial related to the project.
- **Feature films**: a minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

IV. Application Fee

An application processing fee of $25.00 should accompany each application for filming in Texarkana. The City Manager may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager.

V. Use of City Equipment and Personnel

The Applicant shall pay for all costs of any Police, Fire, Public Works, or other City Personnel assigned to the project (whether or not specifically requested by the production). Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Manager or designee. The Applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager or designee may, at his/her discretion, require an advance deposit for all costs related to City personnel and/or the use of City equipment.

The City Manager or designee, in consultation with the Chief of Police and /or Fire Chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for the same, at any time during a film project if it is determined to be in the best interest of public health, safety, and welfare, which cost shall be paid entirely by the applicant.

Off-duty police officers and firefighters shall be paid by the production company at a rate no less than one and one-half times their hourly rate.

VI. Use of City-Owned Real Estate

The City Manager or designee may authorize the use of any street, right-of-way, park, or public building, use of Texarkana, Texas name, trademark, or logo, and/or use of City equipment and/or personnel for commercial uses in motion picture production. In conjunction with these uses, the City Manager may require that any or all conditions and/or remuneration as specified herein and on the application be met as a prerequisite to that use. A security or damage deposit may be required at the discretion of the City Manager.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

The Applicant shall reimburse the City for inconveniences when using public property. Following is the rate schedule:

Activity	Cost per calendar day:
Use of city parking lots, parking areas, and City streets (for parking film trailers, busses, catering trucks, and other large vehicles)	$50

Applicant acknowledges and agrees that the City of Texarkana, Texas, possesses and retains exclusive authority to grant Applicant a revocable license for the use of its name trademark, logo, public streets, rights-of-way, parks, and buildings of the City as well as control over the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming activity.

To leave the City-owned property in as good condition as when received, the Applicant is responsible for and must provide professional cleaning and/or sanitation services upon completion of work, if the City requests such cleaning and/or sanitation services at any time. Upon such a request by the City, the Applicant must obtain approval from the City for the Applicant's arrangements for cleaning and/or sanitation services (which will not be unreasonably withheld). The City may require such approval before the use of the City-owned property or Production activity begins.

VII. Vehicles and Equipment

The Applicant shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours of use and proposed parking locations. Such locations will need to be specifically approved by the City Manager. On-street parking or use of public parking lots is subject to City approval. The use of exterior lighting, power generators, or any other noise- or light-producing equipment requires on-site approval of the City Manager.

VIII. Hours of Filming

Unless explicitly written permission has been obtained from the City Manager or designee in advance, and affected property owners, tenants, and residents have been notified, filming will be limited to the following hours:

Monday through Friday: 7:00 a.m. to 9:00 p.m.
Saturday, Sunday, and holidays: 8:00 a.m. to 8:00 p.m.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

IX. Notification of Neighbors

The Applicant shall provide a short, written description, approved by the City Manager, of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s). The Applicant, or his or her designee, shall make a good faith effort to notify each owner, tenant, and resident of all such property and shall submit, as part of this application, a report noting owners, tenants, and/or residents' comments, along with their signature's, addresses and phone numbers. Based upon this community feedback, and other appropriate factors considered by the City Manager, the City Manager or designee may grant or deny the filming application.

X. Certificate of Insurance

The Applicant shall attach a valid certificate of insurance, issued by a company authorized to conduct business in the state of Texas, naming the City of Texarkana, Texas, and its agents, officers, elected officials, employees, and assigns, as additional insured in an amount not less than $1,000,000 general liability, including bodily injury and property damage with a $1,000,000 umbrella; and automobile liability (if applicable) in an amount not less than $1,000,000 including bodily injury and property damage.

XI. Damage to Public or Private Property

The Applicant shall pay in full, within ten (10) days of receipt of proof an invoice, the costs of repair for any damage to public or private property, resulting from or in connection with, the production, and restore the property to its original condition before the production, or to better than original condition.

XII. Hold Harmless Agreement

The Applicant shall sign a Hold Harmless Agreement holding the City harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

Texas Film Commission: Making Texarkana a Film Friendly Community

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

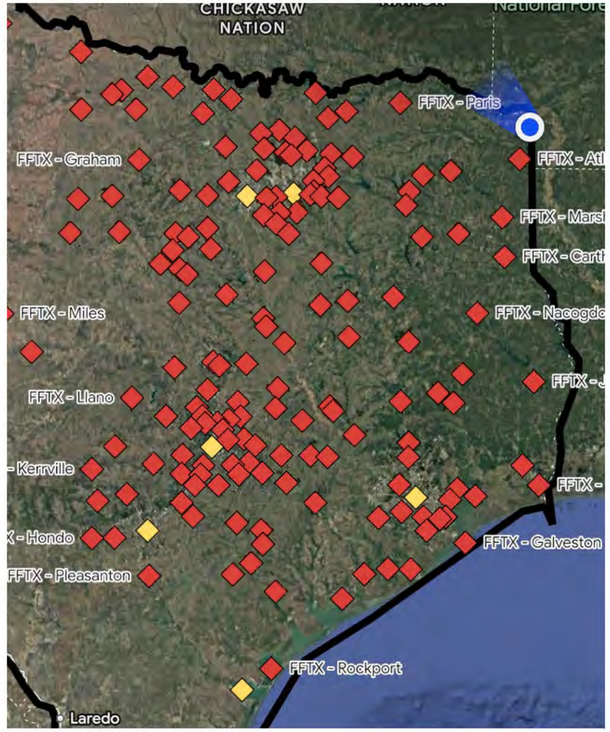
What is a Film Friendly Texas Designation?

- A Film Friendly Texas (FFTX) certificate is awarded by the Texas Film Commission through the Governers Office of Texas.
- The FFTX designation signals to producers and filmmakers that our community is film-ready and eager to welcome productions to the area.
- This certification is guidance for our community when hosting film makers and producers. As well as having strict guidelines for production crews that will make the commencement of filming much smoother.

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Why should Texarkana be a Film Friendly Texas Community?

- Many of our East Texas Neighbors are FFTX certified
- Tyler, Pittsburg, Marshall and Winnsboro have all received their FFTX certification and have already hosted filming crews in their areas.
- With its scenic parks, infrastructure, and vibrant Arts & Historic District, Texarkana offers the perfect backdrop for film productions.



*FFTX Communities of East Texas

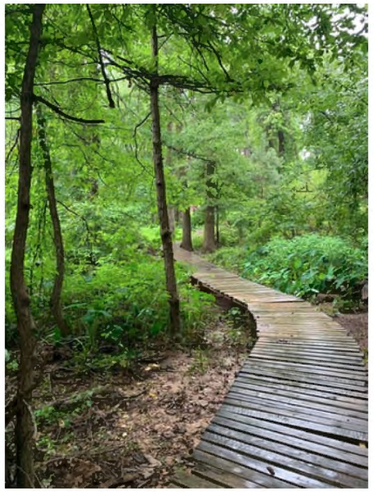
Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

How does Texarkana become Film Friendly Certified?

- Attendance to a “How to become a Film Friendly Texas certified community” workshop
- Establishing a dedicated Film Friendly liaison within the community is a key requirement for obtaining certification, ensuring seamless collaboration between filmmakers and local stakeholders.
- Lastly, submission of locations photos that could be featured in a film.

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Examples of Submitted Locations



Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

How can we ensure a great experience for our community while welcoming production crews?

- Ensuring all residents in the surrounding area of filming are notified before the commencement of filming
- Having strict hours of filming during the week and weekend
- Ensuring that film crews provide sanitation services following production

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

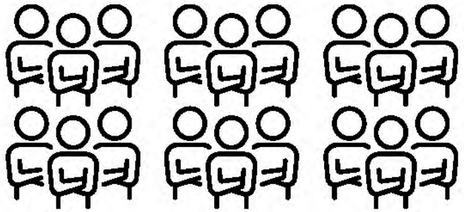
How would a Film Friendly Texas certification benefit our community?

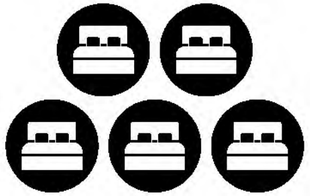
- Large production crews for TV and film would bring business to our local economy
- Film crews can have anywhere from fifty to five hundred crew members
- Crews need a place to eat, sleep and shop while they are filming; therefore, it would add to our sales tax revenue as well as our Hotel Occupancy Tax.
- This designation would give Texarkana a reputation of being a sufficient and thriving community for digital media

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Estimated Impact for a small production

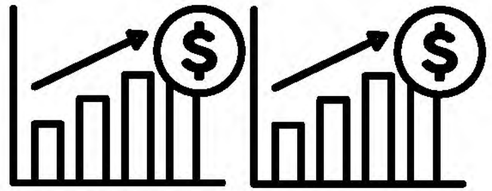
50 member crew





$119/night at local hotel

$733.50 est. tax revenue



$69,615 Est. impact for three months of filming

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Questions?

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-060 Goals & Perspectives (4511 : 2025-060 ORD Film Friendly)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:35 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-073 rezoning on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1) from Single Family-2 to Single Family-3. Mai Anh Silas, owner, Randy Davis, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

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 Mai Anh Silas, owner, and Randy Davis, agent, to rezone Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street from Single Family-2 to Single Family-3. The intention is to place a HUD code manufactured home on this property.

The Future Land Use Map has designated this property as “Neighborhood Residential”.

The adjacent zoning is Planned Development-Office to the north, and Single Family-2 to the south, east, and west. The adjacent land use is vacant land to the north, south, east, and west.

Staff 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 new drainage ordinance, stormwater design manual, 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:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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:

May 5, 2025

Attachments

a. 2025-073 ORD rezoning 3126 Norton Street (DOCX)
b. 2025-073 ATTH 01 (Maps) (PDF)
c. 2025-073 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Chiquita Burks 05/06/2025 3:24 PM	Department Head Review	Completed	
Building Code Administration		Chiquita Burks	Reviewer	Skipped
	05/08/2025 4:12 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	05/08/2025 4:13 PM			
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:49 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

Z-25-08

ORDINANCE NO. 2025-073

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-2 TO SINGLE FAMILY-3; 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 **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3**; 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 five (5) to zero (0) to recommend for approval of the application for rezoning from Single Family-2 to Single Family-3 on Lots 6-7, Wellsford Subdivision, located at 3126 Norton 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 **Single Family-2 to Single Family-3** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3.**

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.

Attachment: 2025-073 ORD rezoning 3126 Norton Street (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

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

SECTION 4: 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 June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-073 ORD rezoning 3126 Norton Street (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

2025-073 ATTH 01
Z-25-08

3126 Norton Street

Attachment: 2025-073 ATTH 01 (Maps) (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

2025-073 ATTH 01
Z-25-08

3126 Norton Street

Attachment: 2025-073 ATTH 01 (Maps) (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-073 Goals & Perspectives (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:36 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-074 granting a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1). Mai Anh Silas, owner, and Randy Davis, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

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 Mai Anh Silas, owner, and Randy Davis, agent, for a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street. The property is zoned Single Family-2.

The Future Land Use Map has designated this property as “Neighborhood Residential”.

The adjacent zoning is Planned Development-Office to the north, and Single Family-2 south, east, and west. The adjacent land usage is vacant land to the north, south, east, and west.

Staff recommend approval of this request with the following stipulations:

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

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.

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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:

May 5, 2025

Attachments

a. 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (DOCX)
b. 2025-074 ATTH 01 (Maps) (PDF)
c. 2025-074 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Chiquita Burks	Department Head Review	Completed	05/06/2025 3:23 PM
Building Code Administration		Chiquita Burks	Reviewer	Skipped 05/08/2025 4:13 PM
Public Works Department		Dusty Henslee	Reviewer	Completed 05/08/2025 4:14 PM
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:49 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

S-809

ORDINANCE NO. 2025-074

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-809 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON 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 6-7, Wellsford Subdivision, located at 3126 Norton 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** 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-809 for the location of a HUD code manufactured home Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas.

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

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

Attachment: 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126

3. That the HUD code manufactured home be used for dwelling purposes only and 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. 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: 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 June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126

2025-074 ATTH 01
S-809

3126 Norton Street

Attachment: 2025-074 ATTH 01 (Maps) (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

2025-074 ATTH 01
S-809

3126 Norton Street

Attachment: 2025-074 ATTH 01 (Maps) (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-074 Goals & Perspectives (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:36 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-075 rezoning on a portion of an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733, located at 2021 Mall Drive (Ward 4) from General Retail to Parking. Strategic Restaurant Enterprises, Inc., owner, and Janet Reid and Jeremy Nienkamp with Texas Roadhouse, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

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 Strategic Restaurant Enterprises, Inc., owner, and Janet Reid, agent, to rezone an approximate 1.994-acre tract of land (being Tract 4), R.G. Canon HRS, A-733, located at 2021 Mall Drive from General Retail to Parking. The existing building will be demolished, and the intent is for overflow parking for employees of Texas Roadhouse and Bubba's 33.

The Future Land Use Map has designated this property as "Regional Commercial".

The adjacent zoning is General Retail to the south, east, and west, and Interstate 30 to the north. The adjacent land use is restaurants to the west, jewelers east, and vacant land south, and Interstate 30 to the north.

Staff 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 new drainage ordinance, stormwater design manual, 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:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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:

May 5, 2025

Attachments

a. 2025-075 ORD rezoning 2021 Mall Drive (DOCX)
b. 2025-075 EXH 'A' (Legal Description) (PDF)
c. 2025-075 ATTH 01 (Maps) (PDF)
d. 2025-075 ATTH 02 (Site Plan) (PDF)
e. 2025-075 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Chiquita Burks 05/06/2025 3:22 PM	Department Head Review	Completed	
Building Code Administration		Chiquita Burks	Reviewer	Skipped
	05/08/2025 4:13 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	05/08/2025 4:14 PM			
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:50 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

Z-25-09

ORDINANCE NO. 2025-075

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 1.994-ACRE TRACT OF LAND (BEING TRACT 4), R.G. CANNON HRS, A-733, LOCATED AT 2021 MALL DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM GENERAL RETAIL TO PARKING; 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 **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive,** in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking**; 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 five (5) to zero (0) to recommend for approval of the application for rezoning from General Retail to Parking on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **General Retail to Parking**; 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 **General Retail to Parking** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'),**

Attachment: 2025-075 ORD rezoning 2021 Mall Drive (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

located at 2021 Mall Drive in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking.**

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: 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 June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-075 ORD rezoning 2021 Mall Drive (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

SPOONER & ASSOCIATES
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OVER 30 YEARS OF SERVICE

309 Byers Street
Euless, Texas, 76039
817-685-8448
www.spoonersurveyors.com

SRE PARKING ADDITION – TEXARKANA, TX
0.8437 Acre Rezoning Metes and Bounds

BEING a 0.8437 acre tract of land located in the T&P RR CO. Survey, Abstract No. 733, City of Texarkana, Bowie County, Texas, said 0.8437 acre tract of land being a portion of a called 1.9937 acre tract of land conveyed to **STRATEGIC RESTAURANT ENTERPRISES, INC.** by deed thereof filed for record in Bowie County Clerk's Instrument No. 2024-00012372, Official Public Records, Bowie County, Texas (O.P.R.B.C.T.), said 0.8437 acre tract of land being more particularly described by metes and bounds as follows:

BEGINNING at a point on the west property line of the said 1.9937 acre tract, same being the east lot line of Lot 2, Summer Ridge 2nd Addition, being an Addition to the said City and State, according to the plat thereof filed for record in Cabinet D, Sleeve 155, O.P.R.B.C.T., said point being South 01°47'35" East, a distance of 252.58 feet from a 5/8 inch iron rod with a cap stamped "RMC 5384" found at the northwest property corner of the said 1.9937 acre tract, same being the northeast lot corner of said Lot 2;

THENCE North 86°48'47" East, departing the said property line and the said lot line, over and across the said 1.9937 acre tract, a distance of 171.99 feet to the east property line of the said 1.9937 acre tract to a point for corner from which a 5/8 inch iron rod with an illegible cap found at the northeast property corner of the said 1.9937 acre tract bears North 02°50'46" West, a distance of 339.19 feet;

THENCE South 02°50'46" East, along the said east property line of the 1.9937 acre tract, a distance of 211.82 feet to a 5/8 inch iron rod with a cap stamped "MTG10101100" found at the southeast property corner of the said 1.9937 acre tract;

THENCE South 87°08'51" West, along the south property line of the said 1.9937 acre tract, a distance of 175.86 feet to the southwest property corner of the said 1.9937 acre tract, same being on the aforesaid east lot line of Lot 2;

THENCE North 01°47'35" West, along the west property line of the said 1.9937 acre tract and along the said east lot line, a distance of 210.85 feet to the **POINT OF BEGINNING**.

The hereinabove described tract of land contains a computed area of **0.8437 acres (36,752 square feet)** of land, more or less.

The bearings recited hereinabove are referenced to the Texas Coordinate System of 1983, Texas North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment.

Attachment: 2025-075 EXH 'A' (Legal Description) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

MAP OF ZONING DESCRIPTION

SEE ATTACHED METES & BOUNDS DESCRIPTION ON PAGE 1 HEREIN

LINE TABLE		
NO.	DIRECTION	DIST.
L1	N86°48'47"E	171.99'
L2	S02°50'46"E	211.82'
L3	S87°08'51"W	175.86'
L4	N01°47'35"W	210.85'

REMAINDER OF A
CALLED: 8.2167 ACRES
BRYCE'S CAFETERIA, INC.
VOL. 1066, PG. 221
O.P.R.B.C.T.

EX. R.O.W.

CALLED: 0.673 ACRES
PUBLIC RIGHT-OF-WAY TO
CITY OF TEXARKANA
B.C.C.I. NO. 2015-00010664
O.P.R.B.C.T.

CALLED: 1.23 ACRES
GRAY'S JEWELERS
VOL. 4697, PG. 66
O.P.R.B.C.T.

5/8" CIRF
"MTG10101100"

L2

N02°50'46"W ~ 339.19'
PROPERTY LINE

5/8" CIRF
(ILLEGIBLE)

EX. R.O.W.

CALLED: 1.9937 ACRES
STRATEGIC RESTAURANT ENTERPRISES, INC.
B.C.C.I. NO. 202400012372
O.P.R.B.C.T.

L1

0.8437 ACRES
(36,752 SQ. FT.)

PROPERTY LINE

L3

0 40' 80'

GRAPHIC SCALE IN FEET
1" = 80'

MALL DRIVE
(VARIABLE WIDTH PUBLIC R.O.W.)

S01°47'35"E ~ 252.58'

L4

LOT LINE

5/8" CIRF
"RMC 5384"

POINT OF BEGINNING

T&P RR CO. SURVEY
ABSTRACT NO. 733

LOT 2
SUMMER RIDGE 2ND ADDITION
CAB. D, SLEEVE 155
O.P.R.B.C.T.

CALLED: 0.673 ACRES
PUBLIC RIGHT-OF-WAY TO
CITY OF TEXARKANA
B.C.C.I. NO. 2015-00010665
O.P.R.B.C.T.

SRE PARKING ADDITION ~ TEXARKANA, TX.
0.8437 ACRE REZONING DESCRIPTION

THE BEARINGS SHOWN HEREON ARE REFERENCED TO THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD83, NORTH CENTRAL ZONE 4202, 2011 ADJUSTMENT.

PROPERTY: STRATEGIC RESTAURANT ENTERPRISES, INC.	PROPERTY ACREAGE: CALLED 1.9937 ACRES (DEED)	
24098 ZONING EXHIBIT.dwg	DRAWN BY: C. REEDER	CHECKED BY: E. SPOONER

SPOONER & ASSOCIATES
REGISTERED PROFESSIONAL LAND SURVEYORS
OVER 30 YEARS OF SERVICE
309 BYERS STREET, SUITE 100, EULESS, TEXAS 76039
(817) 685-8448 WWW.SPOONERSURVEYORS.COM
TBPLS FIRM NO. 10054900

EXHIBIT "A" ~ PAGE 2 OF 2

4/15/2

STATE OF TEXAS
REGISTERED
ERIC S. SPOONER
5922
PROFESSIONAL
LAND SURVEYOR

Attachment: 2025-075 EXH 'A' (Legal Description) (4508 : 2025-075 ORD General Retail to Parking at 2021

2025-075 ATTH 01
Z-25-09

2021 Mall Drive

Attachment: 2025-075 ATTH 01 (Maps) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

2025-075 ATTH 01
Z-25-09

2021 Mall Drive

Attachment: 2025-075 ATTH 01 (Maps) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

Proposed Partial Rezone Exhibit and Legal Description

SPOONER & ASSOCIATES
OVER 30 YEARS OF SERVICE
309 Byers Street, #100
Euless, Texas, 76039
817-685-8448
www.spoonersurveyors.com

Texas Roadhouse - Texarkana
0.8437 Acre Rezoning Metes and Bounds

BEING a 0.8437 acre tract of land located in the T&P RR CO. Survey, Abstract No. 733, City of Texarkana, Bowie County, Texas, said 0.8437 acre tract of land being a portion of a called 1.9937 acre tract of land conveyed to **STRATEGIC RESTAURANT ENTERPRISES, INC.** by deed thereof filed for record in Bowie County Clerk's Instrument No. 2024-00012372, Official Public Records, Bowie County, Texas (O.P.R.B.C.T.), said 0.8437 acre tract of land being more particularly described by metes and bounds as follows:

BEGINNING at a point on the west property line of the said 1.9937 acre tract, same being the east lot line of Lot 2, Summer Ridge 2nd Addition, being an Addition to the said City and State, according to the plat thereof filed for record in Cabinet D, Sleeve 155, O.P.R.B.C.T., said point being South 01°47'35" East, a distance of 252.58 feet from a 5/8 inch iron rod with a cap stamped "RMC 5384" found at the northwest property corner of the said 1.9937 acre tract, same being the northeast lot corner of said Lot 2;

THENCE North 86°48'47" East, departing the said property line and the said lot line, over and across the said 1.9937 acre tract, a distance of 171.99 feet to the east property line of the said 1.9937 acre tract to a point for corner from which a 5/8 inch iron rod with an illegible cap found at the northeast property corner of the said 1.9937 acre tract bears North 02°50'46" West, a distance of 339.19 feet;

THENCE South 02°50'46" East, along the said east property line of the 1.9937 acre tract, a distance of 211.82 feet to a 5/8 inch iron rod with a cap stamped "MTG10101100" found at the southeast property corner of the said 1.9937 acre tract;

THENCE South 87°08'51" West, along the south property line of the said 1.9937 acre tract, a distance of 175.86 feet to the southwest property corner of the said 1.9937 acre tract, same being on the aforesaid east lot line of Lot 2;

THENCE North 01°47'35" West, along the west property line of the said 1.9937 acre tract and along the said east lot line, a distance of 210.85 feet to the **POINT OF BEGINNING**.

The hereinabove described tract of land contains a computed area of **0.8437 acres (36,752 square feet)** of land, more or less.

The bearings recited hereinabove are referenced to the Texas Coordinate System of 1983, Texas North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment.

For Strategic Restaurant Enterprises, Inc.
April 14, 2025

Attachment: 2025-075 ATTH 02 (Site Plan) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-075 Goals & Perspectives (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 4/4/2025 10:58 AM

Lead Department: City Manager **Action Officer:** David Orr, City Manager

Subject: Resolution No. 2025-049 approving the Texarkana, Texas Economic Development Strategic Work Plan.

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The City of Texarkana, Texas Economic Development Strategic Work Plan outlines a comprehensive approach to sustaining and advancing the city's role as a regional economic leader. Serving a 17-county trade area, the plan focuses on strengthening partnerships—particularly with AR-TX REDI, Texas A&M-Texarkana, and regional stakeholders including Texarkana, Arkansas—to drive investment, expand infrastructure, and support entrepreneurship through initiatives like The Assembly Line business incubator.

Additional strategies include reestablishing the Industrial Development Corporation, forming a Community Development Corporation, supporting sports tourism, and delivering responsive proposals to attract and retain businesses. Another key component includes partnering with the Texarkana Regional Chamber of Commerce to promote retail growth and commercial expansion.

The plan also includes a SWOT analysis to guide decision-making and emphasizes long-term planning, collaborative development, and quarterly reporting to track progress and impact.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-049 RES Approving Economic Development Strategic Work Plan (DOCX)
b. 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (PDF)
c. 2025-049 Goals & Perspectives (DOCX)
d. 2025-049 RES Econ. Dev. strategic work plan signed (PDF)

Staff Coordination

City Manager	David Orr	Department Head Review	Completed	04/02/2025 4:08 PM
City Manager	David Orr	City Manager Review	Completed	04/02/2025 4:08 PM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
City Manager Orr briefed this agenda item.

Attachment: 2025-049 RES Approving Economic Development Strategic Work Plan (4475 : 2025-049 RES approving the economic development

RESOLUTION NO. 2025–049

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING THE ECONOMIC DEVELOPMENT STRATEGIC WORK PLAN; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Texarkana, Texas, recognizes the importance of promoting sustainable economic growth, enhancing community prosperity, and attracting and retaining businesses and talent in the region; and

WHEREAS, City staff, along with AR-TX REDI, have developed an Economic Development Strategic Work Plan (the "Plan") to guide the City's economic development efforts over the coming years; and

WHEREAS, the Plan outlines key goals, strategies, and initiatives designed to strengthen the local economy, support workforce development, improve infrastructure, and foster innovation and collaboration among public and private partners; and

WHEREAS, the City Council finds that the adoption of the Plan is in the best interest of the citizens of Texarkana, Texas, and will serve as a framework to align efforts and measure progress toward long-term economic vitality.

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

SECTION 1. That the Economic Development Strategic Work Plan, as presented to the City Council and attached hereto as **Exhibit "A,"** is hereby adopted and approved.

SECTION 2. That City staff are authorized and directed to implement the goals and initiatives outlined in the Plan and to coordinate with relevant partners and stakeholders as necessary.

SECTION 3: 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 **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

CITY OF TEXARKANA, TEXAS

ECONOMIC DEVELOPMENT

Strategic Work Plan

2025

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

MISSION STATEMENT

MISSION, VISION & CORE VALUES

VISION

The vision of the City of Texarkana, Texas 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 of Texarkana, Texas is to **provide customer focused public services and regional leadership that serves our residents and visitors while offering a safe, vibrant, and welcoming community.**

- TEAMWORK
- INTEGRITY
- ACCOUNTABILITY
- INNOVATION
- LEADERSHIP
- PROFESSIONALISM
- COMMUNICATION
- CHARACTER

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

CONTENT LIST

OVERVIEW & OBJECTIVES

An overview of the City's Economic Development objectives and considerations.

CURRENT STRATEGIES

A work plan of current strategies and tactics used in day-to-day economic development activities and efforts of staff to achieve overarching objectives.

SWOT ANALYSIS

An analysis of Strengths, Weaknesses, Opportunities and Threats to the City of Texarkana, Texas economy and economic development efforts.

REPORTING AND METRICS

A collection of current reports and demographic metrics for reference.

MEET OUR TEAM

Faces of our team members and ways to stay engaged by contacting us directly.

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

OVERVIEW & OBJECTIVES

REMAIN A REGIONAL LEADER

Texarkana Texas' city limits do not define the economic development work that's needed to keep the City of Texarkana, Texas viable. We serve a 17-county region as a ***regional center for education, business and culture***, which means the City's reach is much larger than its geographic boundaries. To that end, Texarkana, Texas has long been and will remain a regional player, investing in efforts such as the AR-TX Regional Economic Development Initiative, providing incentives for expansion, growth and retention to regional players, and being a good steward of our natural resources to ensure a quality of life for all.

SEIZE PARTNERSHIPS

From The Assembly Line, a regional business incubator in collaboration with AR-TX REDI, Texarkana, AR, Texas A&M University - Texarkana, Texarkana College and the University of Arkansas Hope-Texarkana, to sports complex upgrades at Swanger and Wallace Parks, collaborative bistate corridor improvements on Stateline Avenue, and a new airport terminal, the City of Texarkana Texas' economic development activities are sometimes fast and complex. Seizing these project opportunities when they come along is vital to continued success.

SOUND LONGTERM INVESTMENTS

From shovel-ready sites to infrastructure and planning efforts, in addition to the day-to-day demands of a metropolitan city, Texarkana must invest in the long term projects that will ensure the vitality of our region for decades and centuries to come.

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

CURRENT STRATEGIES

1. **CONTINUE STRENGTHENING THE PARTNERSHIP WITH AR-TX REDI TO ADVANCE REGIONAL ECONOMIC DEVELOPMENT INITIATIVES, INCLUDING THE ASSEMBLY LINE IN PARTNERSHIP WITH TAMUT, TC, AND UAHT, THE REDI SET MOVE INITIATIVE, AND TEXARKANA, AR, FOR THE TEXARKANA REGIONAL AIRPORT BUSINESS EXPANSION EFFORTS.**

2. **REESTABLISH THE INDUSTRIAL DEVELOPMENT CORPORATION TO ADVANCE LAND DEVELOPMENT AND CREATE SHOVEL-READY INDUSTRIAL AND COMMERCIAL SITES WITHIN THE CITY.**
   - Define Scope and Structure, Outline Objectives
   - Recruit Board Members
   - Gain City Council Approval

3. **ESTABLISH A COMMUNITY DEVELOPMENT CORPORATION AS A NON-PROFIT ENTITY TO SUPPORT AND IMPLEMENT COMMUNITY DEVELOPMENT RELATED TO HOUSING AND NEIGHBORHOOD INFRASTRUCTURE PROJECTS WITHIN THE CITY.**
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6. **CONTINUE QUARTERLY ECONOMIC DEVELOPMENT REPORTS FEATURING UPDATES ON NEW DEVELOPMENTS, RETAIL OPENINGS AND CONSTRUCTION PERMITS. CREATE AN ANNUAL ECONOMIC DEVELOPMENT REPORT WITH KEY UPDATES AND ECONOMIC IMPACT ANALYSIS UTILIZING IMPLAN SOFTWARE.**

7. **PROVIDE TIMELY AND RESPONSIVE PROPOSALS FOR EXISTING BUSINESSES, SITE SELECTORS, AND THE GOVERNOR'S OFFICE TO SUPPORT ECONOMIC DEVELOPMENT, NEW BUSINESS GROWTH, AND EXPANSION OPPORTUNITIES.**

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

SWOT ANALYSIS

Strengths

- Partnerships with regional players
- Flexibility and speed to move of government bodies
- Favorable political climate at a local, state and federal level
- Recreational and entertainment offerings
- Vibrant arts and cultural district
- Dynamic downtown community
- Successful private business investment
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Weakness

- Lack of active Industrial Development Corporation
- Lack of 4A/4B tax structure and sales tax constriction
- Inadequate demographic and forecasting metrics

Opportunities

- Hotel Occupancy Tax Fund growth
- Economic Development Tax Fund activities
- Investment opportunities
- VisitTXK
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Threats

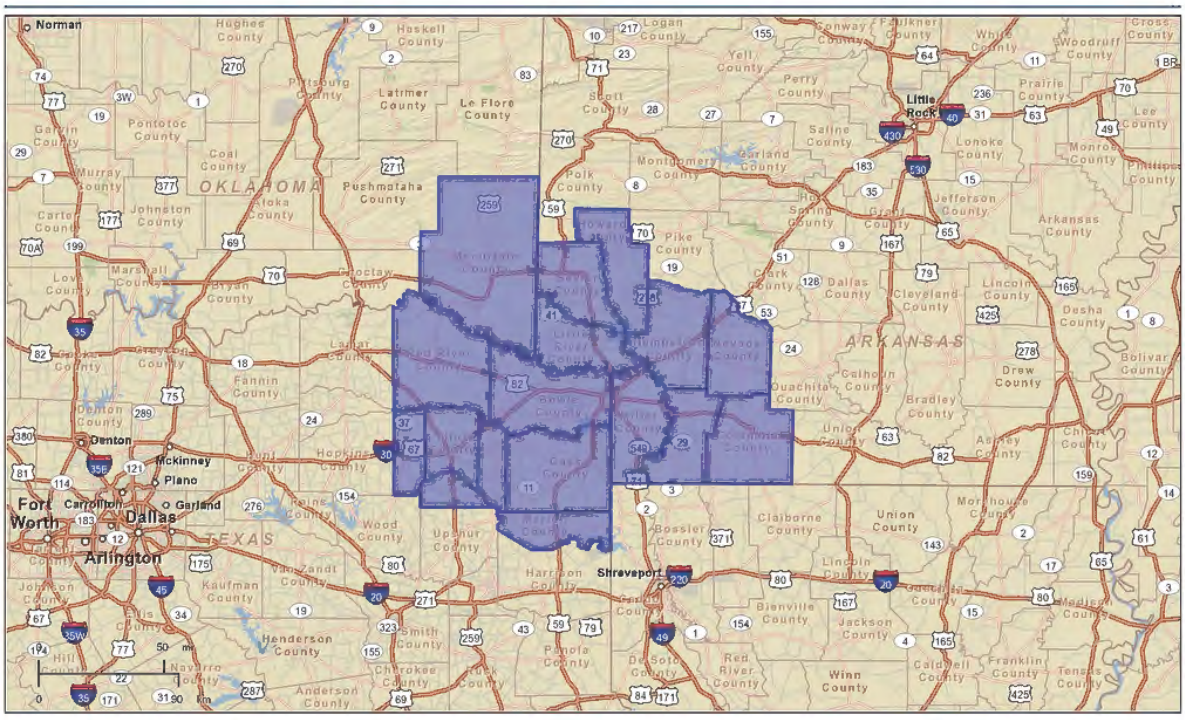
- “No new tax” rule and further legislative impacts
- Business relocations to surrounding jurisdictions
- Crime narrative mismatched with reality
- Lack of significant incentive “deal closing” funding

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

REPORTING AND METRICS

Quarterly economic development reports available at
https://texarkanatexas.gov/255/Economic-Development

esri Custom Map



January 30, 2014

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Page 1 of 1

17 County Trade area: A collection of relevant demographics can be found at
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Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

MEET OUR TEAM

David Orr, Ph.D.
City Manager
City of Texarkana, Texas

Rob Sitterley
President and CEO
ARTX REDI

CONTACT US

903-798-3902
220 Texas Blvd. Texarkana, TX 75501
www.texarkanatexas.gov

Attachment: 2025-049 EXH 'A' TXK, TX Economic Dev. Work Plan 2024 (4) RFS (4475 : 2025-049 RES approving the economic development

City of Texarkana, Texas

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Perspectives and Goals Additional Comments:	

Resource Impact:	
Staff time required if item is approved:	Medium
Other Potential Impacts:	

Public Information Plan:			
☐	Newspaper Notice (Required by Statute)	☐	Public Hearing (Required by Statute)
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☐	Survey	☐	Automated Phone Call
☐	None Required	☐	
Other:			

Attachment: 2025-049 Goals & Perspectives (4475 : 2025-049 RES approving the economic development strategic work plan)

RESOLUTION NO. 2025–049

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PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:39 p.m.

Attachment: 2025-049 RES Econ. Dev. strategic work plan signed (4475 : 2025-049 RES approving the economic development strategic work

CITY OF TEXARKANA, TEXAS

ECONOMIC DEVELOPMENT

Strategic Work Plan

2025

TEXARKANA, USA
AR TX
EST 73
REDI
A PROUD REGION OF AMERICAN BUILDERS

CITY OF TEXARKANA
THE STATE OF TEXAS
1873

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2025

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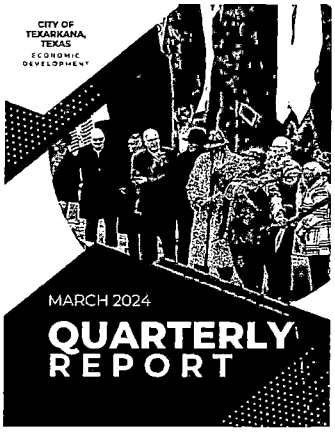
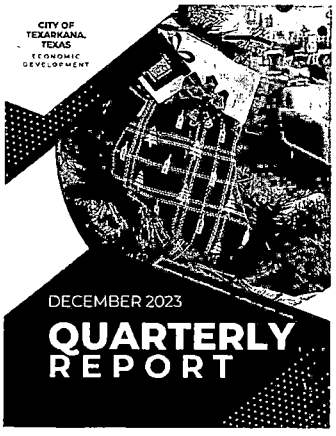
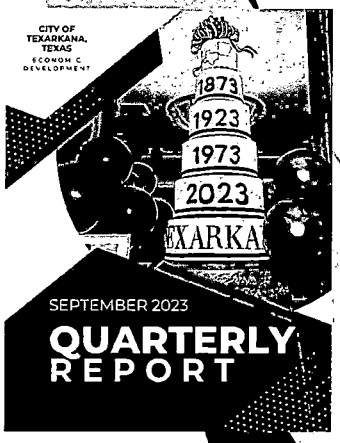
- Lack of significant incentive "deal closing" funding

Attachment: 2025-049 RES Econ. Dev. strategic work plan signed (4475 : 2025-049 RES approving the economic development strategic work

REPORTING AND METRICS

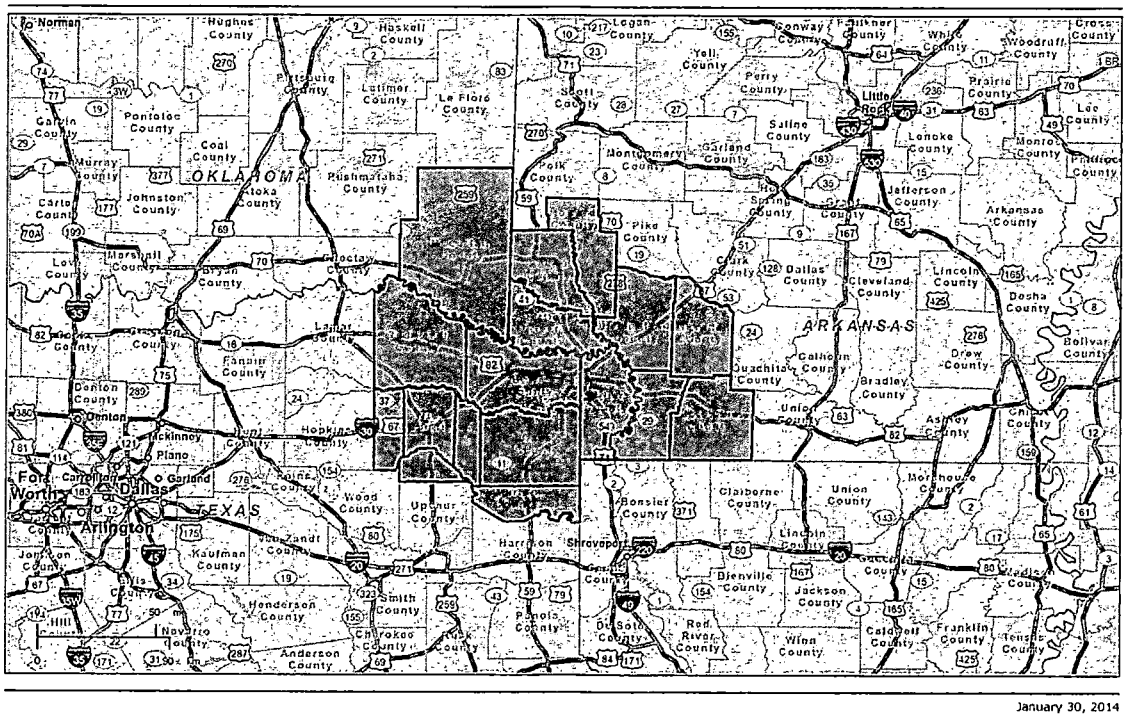






Quarterly economic development reports available at
https://texarkanatexas.gov/255/Economic-Development

esri Custom Map



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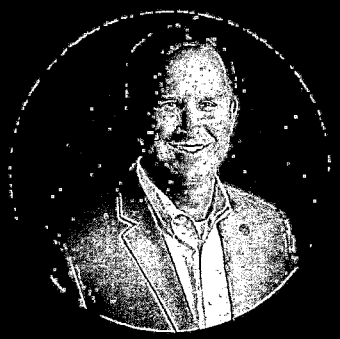
MEET OUR TEAM



David Orr, Ph.D.
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CONTACT US

903-798-3902
220 Texas Blvd. Texarkana, TX 75501
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CITY OF TEXARKANA
STATE OF
1873

Attachment: 2025-049 RES Econ. Dev. strategic work plan signed (4475 : 2025-049 RES approving the economic development strategic work

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 4/10/2025 11:14 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-052 granting a Specific Use Permit to allow one additional use of permanent cosmetics on an approximate 0.24-acre tract of land (being Tract 3A), Mary E Wills Subdivision, located at 3115 Kennedy Lane (Ward 4). Chinh Hoang, owner.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Chinh Hoang, owner for a Specific Use Permit to allow one additional use of permanent cosmetics on an approximate 0.24-acre tract of land (being Tract 3A), Mary E. Wills Subdivision, located at 3115 Kennedy Lane. The property is zoned General Retail.

The Future Land Use Map has designated this property as “Neighborhood Retail”.

The adjacent zoning is General Retail to the north, east, and west, and Single Family-2 to the south. The adjacent land usage is retail to the north, east, and west and residential to the south.

A Specific Use Permit is required to allow permanent cosmetics in the General Retail zoning district.

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

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the city prior to the opening of the business).
2. If this use ever ceases at this location, the City may revoke the Specific Use Permit that allows permanent cosmetics.
3. That the sale of tobacco products or drug paraphernalia from the space used for permanent cosmetics is prohibited.
4. That any remodeling of the current building must meet all city codes and requires licensed contractors.

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.

Potential Options:
Approved

Fiscal Implications:
NOT APPLICABLE

Staff Recommendation:
Staff recommend 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 the request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:
April 7, 2025

Attachments

a. 2025-052 ORD granting SUP for permanent cosmetics 3115 Kennedy Ln (DOCX)
b. 2025-052 ATTH 01 (Maps) (PDF)
c. 2025-052 Goals & Perspectives (DOCX)
d. 2025-052 ORD SUP perm cosm 3115 Kennedy signed (PDF)

Staff Coordination

Building Code Administration		Chiquita Burks	Reviewer	Skipped
	04/09/2025 4:15 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	04/10/2025 6:58 AM			
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:45 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

S-806

ORDINANCE NO. 2025-052

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-806 TO ALLOW THE ONE ADDITIONAL USE OF PERMANENT COSMETICS IN A TENANT SPACE ON AN APPROXIMATE 0.24-ACRE TRACT OF LAND (BEING TRACT 3A), MARY E. WILLS SUBDIVISION, LOCATED AT 3115 KENNEDY LANE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow one additional use of **permanent cosmetics in a tenant space on an approximate 0.24-acre tract of land (being Tract 3A), Mary E. Wills Subdivision, located at 3115 Kennedy Lane**, in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 one additional use of permanent cosmetics** 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-806** to allow one additional use of **permanent cosmetics in a tenant space on an approximate 0.24-acre tract of land (being Tract 3A), Mary E. Wills Subdivision, located at 3115 Kennedy Lane**, in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-052 ORD granting SUP for permanent cosmetics 3115 Kennedy Ln (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115

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

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the City prior to the opening of the business).
2. That if any complaints concerning minors or any violations of the regulations listed above occur, the City has the right to revoke the Specific Use Permit.
3. That if this use ever ceases at this location, the City may revoke the Specific Use Permit that allows a tattoo studio.
4. That the sale of tobacco products or drug paraphernalia is prohibited.
5. That any remodeling of the current building must meet all city codes and require licensed contractors.
6. That painting of the windows or the building with advertisement or graphic art is prohibited.

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 **12th day of May, 2025.**

ATTEST:

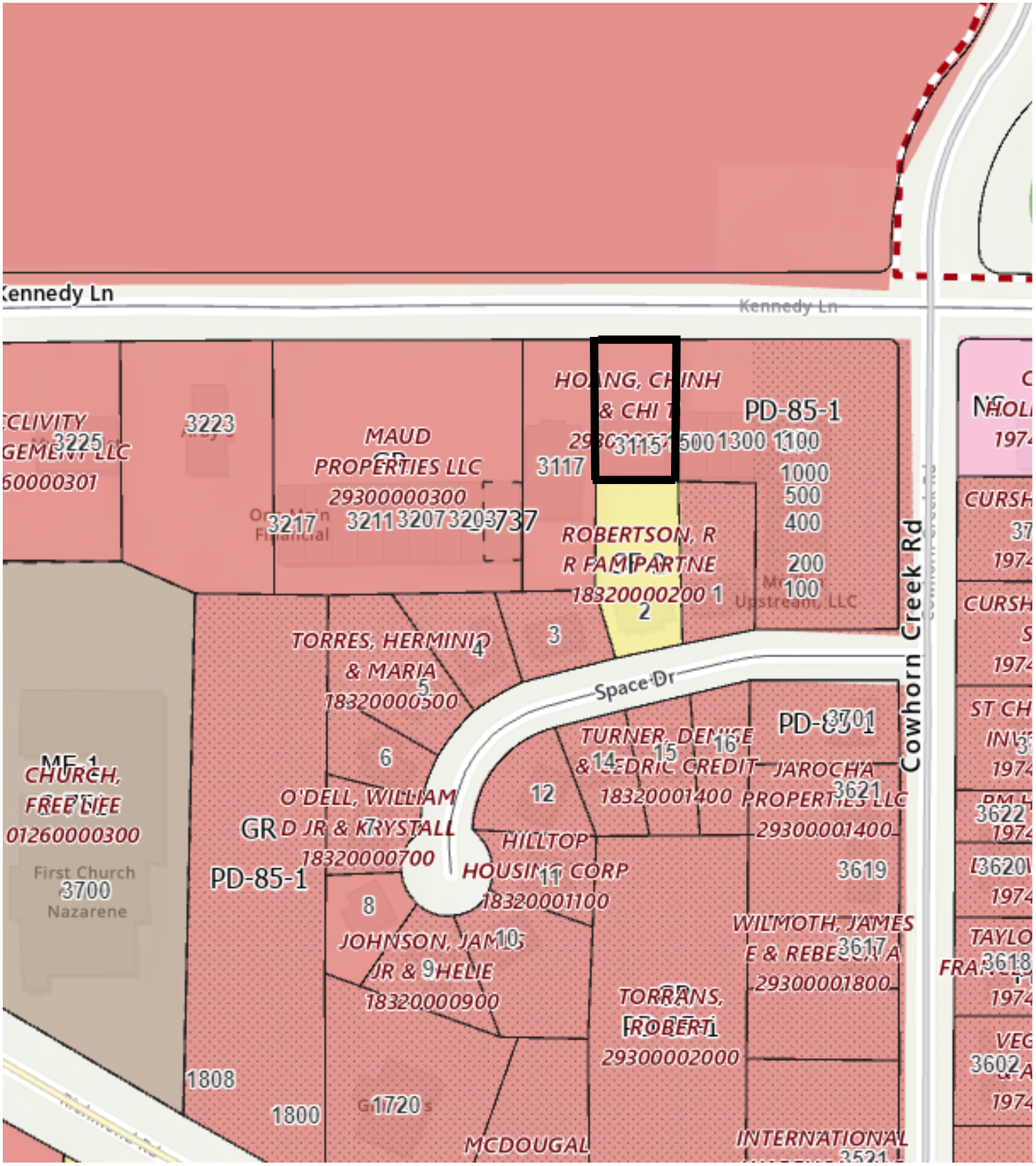
_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-052 ORD granting SUP for permanent cosmetics 3115 Kennedy Ln (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115

2025-052 ATTH 01
S-806

3115 Kennedy Lane



Attachment: 2025-052 ATTH 01 (Maps) (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115 Kennedy Lane)

2025-052 ATTH 01
S-806

3115 Kennedy Lane

Attachment: 2025-052 ATTH 01 (Maps) (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115 Kennedy Lane)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-052 Goals & Perspectives (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115 Kennedy Lane)

S-806

ORDINANCE NO. 2025-052

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-806 TO ALLOW THE ONE ADDITIONAL USE OF PERMANENT COSMETICS IN A TENANT SPACE ON AN APPROXIMATE 0.24-ACRE TRACT OF LAND (BEING TRACT 3A), MARY E. WILLS SUBDIVISION, LOCATED AT 3115 KENNEDY LANE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow one additional use of **permanent cosmetics in a tenant space on an approximate 0.24-acre tract of land (being Tract 3A), Mary E. Wills Subdivision, located at 3115 Kennedy Lane**, in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 one additional use of permanent cosmetics** 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-806** to allow one additional use of **permanent cosmetics in a tenant space on an approximate 0.24-acre tract of land (being Tract 3A), Mary E. Wills Subdivision, located at 3115 Kennedy Lane**, in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-052 ORD SUP perm cosm 3115 Kennedy signed (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115 Kennedy Lane)

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

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the City prior to the opening of the business).
2. That if any complaints concerning minors or any violations of the regulations listed above occur, the City has the right to revoke the Specific Use Permit.
3. That if this use ever ceases at this location, the City may revoke the Specific Use Permit that allows a tattoo studio.
4. That the sale of tobacco products or drug paraphernalia is prohibited.
5. That any remodeling of the current building must meet all city codes and require licensed contractors.
6. That painting of the windows or the building with advertisement or graphic art is prohibited.

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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:41 p.m.

Attachment: 2025-052 ORD SUP perm cosm 3115 Kennedy signed (4477 : 2025-052 ORD SUP Permanent Cosmetics 3115 Kennedy Lane)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 4/9/2025 3:21 PM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-053 rezoning on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1) from Two Family-2 to Planned Development-Multiple Family-1. Dennis Pascarella, owner, and David Williams, MTG Engineers and Surveyors, agent.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Dennis Pascarella, owner, to rezone an approximate 5-acre tract of land (being Tract 13B), L. T. King HRS, A-327, located at 3001 Bender Road from Two Family-2 to Planned Development-Multiple Family-1.

The Future Land Use Map has designated this property as “Suburban Residential”.

The adjacent zoning is Two Family-2 to the north, W. Wallace Drive to the south, Single Family-2 to the west, and Agriculture to the east. The adjacent land use is vacant land to the north and east, service road to the south, and a residence to the west.

Staff recommends for approval 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 new drainage ordinance, stormwater design manual, 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:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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 7, 2025

Attachments

a. 2025-053 ORD Rezoning 3001 Bender Rd (DOCX)
b. 2025-053 EXH 'A' (Legal Description) (PDF)
c. 2025-053 ATTH 01 (Maps) (PDF)
d. 2025-053 Goals & Perspectives (DOCX)
e. 2025-053 ORD rez 3001 Bender Rd signed (PDF)

Staff Coordination

Building Code Administration	Chiquita Burks	Reviewer	Skipped	04/09/2025 4:16 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	04/10/2025 6:59 AM
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:47 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

Z-25-5

ORDINANCE NO. 2025-053

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 5-ACRE TRACT OF LAND (BEING TRACT 13B), L. T. KING HRS, A-327, LOCATED AT 3001 BENDER ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM TWO FAMILY-2 TO PLANNED DEVELOPMENT-MULTIPLE FAMILY-1; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone on an **approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road,** in the City of Texarkana, Bowie County, Texas, from **Two Family-2 to Planned Development-Multiple Family-1**; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 five (5) to zero (0) to recommend for approval of the application for rezoning from Two Family-2 to Planned Development-Multiple Family-1 on an approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Two Family-2 to Planned Development-Multiple Family-1**; 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-2 to Planned Development-Multiple Family-1** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone on

Attachment: 2025-053 ORD Rezoning 3001 Bender Rd (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

an **approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road** in the City of Texarkana, Bowie County, Texas, from **Two Family-2 to Planned Development-Multiple Family-1.**

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

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

SECTION 4: 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 **12th day of May, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-053 ORD Rezoning 3001 Bender Rd (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

WARRANTY DEED

KNOW ALL BY THESE PRESENTS:

THAT PAMELA CHERYL MULDREW, GRANTOR, for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration, does hereby grant, bargain, sell and convey unto JPM RENTAL PROPERTIES, LLC, GRANTEE, and unto its heirs and assigns forever, subject to the reservations from and exceptions to the conveyance and warranty, the following described lands located in the County of Bowie, State of Texas:

All that certain tract or parcel of land being a part of the L. T. KING HEADRIGHT SURVEY, A-327, Bowie County, Texas, and being all of a 5.0 acre tract as described in Fiduciary Deed from Estate of Carl W. Self, through its Independent Executrix, Peggy A. Self to Peggy A. Self, dated August 30, 2004, recorded in Volume 4400, Page 199 of the Real Property Records of Bowie County, Texas, and being more particularly described as follows:
BEGINNING at a found 1/2" rebar for corner on the South right-of-way lie of Bender Road at the Northeast corner of the above described 5.0 acre tract of land, same being the Northwest corner of a 5.00 acre tract as described in Warranty Deed to Brian G. Griffith recorded in Volume 4871, Page 254 of the Real Property Records of Bowie County, Texas;
THENCE: S 00°. 34' 31" W, with the East boundary line of the above described 5.0 acre tract, same being the West boundary line of the above described 5.00 acre tract, 779.38 feet to a set 5/8" rebar with plastic cap (Stamped R.P.L.S. 4874 Typical) for corner on the North right-of-way line of West Wallace Street;
THENCE: N 89° 40' 53" W, with the North right-of-way line West Wallace Street, 280.00 feet to a set 5/8" rebar with plastic cap for corner in an existing fence line;
THENCE: N 00° 33' 30" E, along an existing fence line, same being the West boundary line of the above described 5.0 acre tract, same being the East boundary line of a 2.482 acre tract as described in Warranty Deed to Brenda Louise Davis, recorded in Volume 1730, Page 324 of the Real Property Records of Bowie county, Texas, 777.82 feet to a found 1/2" metal bold for corner on the South right-of-way lie of Bender Road;

Attachment: 2025-053 EXH 'A' (Legal Description) (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

THENCE: N 90° 00' 00" E, with the North boundary lien of the above described 5.0 acre tract, same being the South right-of-way line of Bender Road, 280.24 feet to the POINT OF BEGINNING, containing 5.0068 acres of land, more or less.

This conveyance is made subject to the following reservations from and exceptions to the conveyance:

Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; any titles or rights asserted by anyone, including, but not limited to, persons, the public, corporations, governments or other entities to: (a) tidelands, or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans; (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government; (c) filled-in lands, or artificial islands; (d) statutory water rights, including riparian rights; (e) the area extending from the line of mean low tide to the line of vegetation, or the rights of access to that area or easement along and across that area; standby fees, taxes and assessments by any taxing authority for the year 2023 and subsequent years; and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership, but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year. but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year; rights of parties in possession; an easement located on the property granted Southwestern Electric Power Company by instrument recorded in/under Volume 478, Page 271, Clerk's File No. 1795 of the Deed Records of Bowie County, Texas; any and all items, including but not limited to, any shortages in area and/or discrepancies in boundaries, the existence of which would be shown by a current and accurate survey of the property; all leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the public record.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

Attachment: 2025-053 EXH 'A' (Legal Description) (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

WITNESS my hand this 26 day of October, 2023.

Pamela Cheryl Muldrew

State of Texas
County of Bowie

On this day before the undersigned Notary Public, personally appeared Pamela Cheryl Muldrew, satisfactorily proven to be the person whose name appears as Grantor in the foregoing instrument and stated that she executed the same for the consideration, uses and purposes therein stated.

In witness whereof, I hereunto set my hand and seal on this 26 day of October, 2023.

Notary Public in and for the
State of Texas

My commission expires:

CAROLYN S. FAOLIU
My Notary ID # 3519927
Expires October 21, 2026

Document prepared by:
Unger Law Firm
Michael R. Unger, Attorney
4608 Summerhill Road
Texarkana, TX 75503

Grantee's Address:
JPM Rental Properties, LLC
1310 Old Post Rd
Texarkana AR 71854

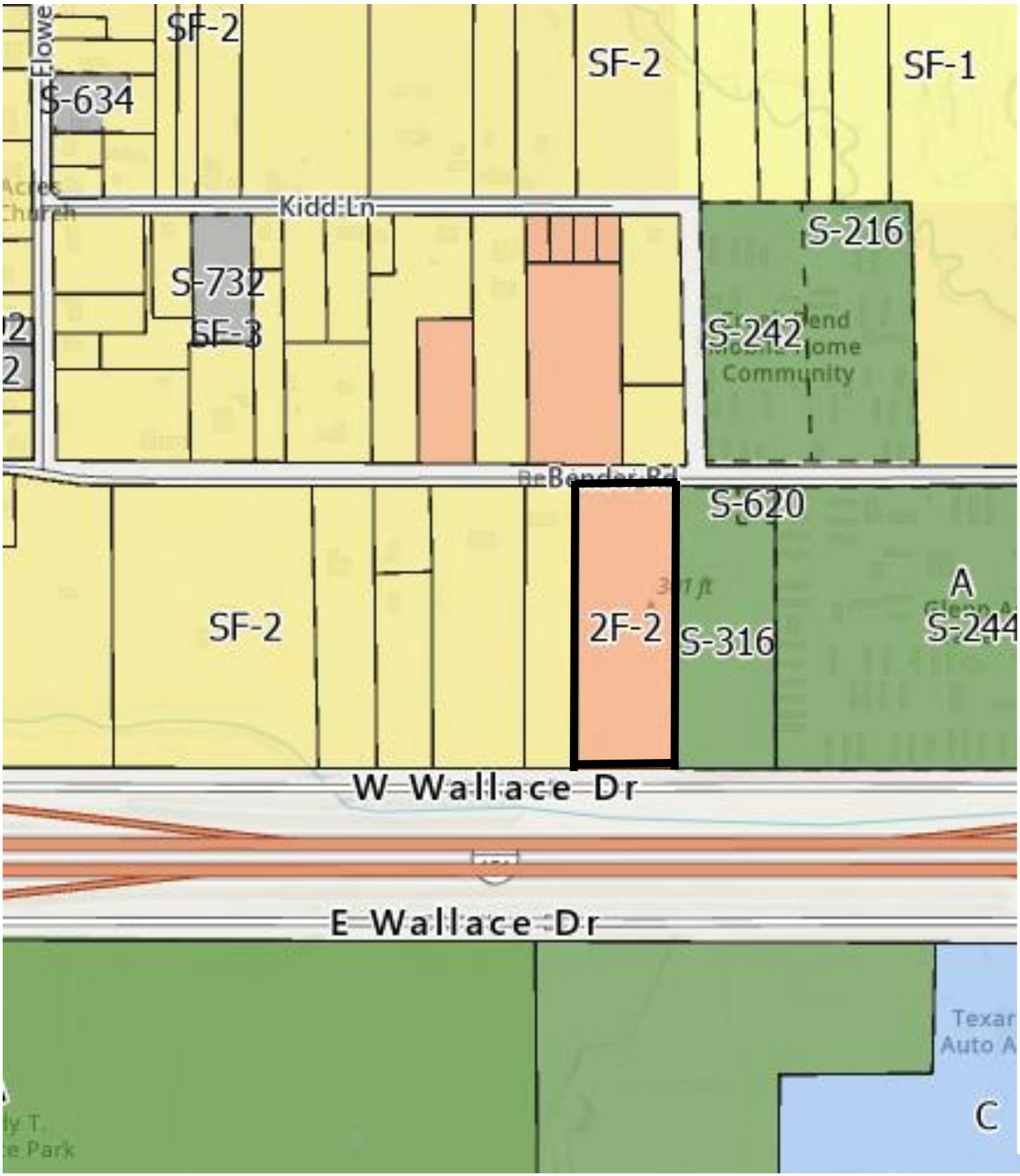
2165598

Attachment: 2025-053 EXH 'A' (Legal Description) (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

2025-053 ATTH 01

Z-25-5

3001 Bender Road



Attachment: 2025-053 ATTH 01 (Maps) (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

2025-053 ATTH 01
Z-25-5

3001 Bender Road

Attachment: 2025-053 ATTH 01 (Maps) (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-053 Goals & Perspectives (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

Z-25-5

ORDINANCE NO. 2025-053

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 5-ACRE TRACT OF LAND (BEING TRACT 13B), L. T. KING HRS, A-327, LOCATED AT 3001 BENDER ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM TWO FAMILY-2 TO PLANNED DEVELOPMENT-MULTIPLE FAMILY-1; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone on an **approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road,** in the City of Texarkana, Bowie County, Texas, from **Two Family-2 to Planned Development-Multiple Family-1**; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 five (5) to zero (0) to recommend for approval of the application for rezoning from Two Family-2 to Planned Development-Multiple Family-1 on an approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Two Family-2 to Planned Development-Multiple Family-1**; 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-2 to Planned Development-Multiple Family-1** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone on

Attachment: 2025-053 ORD rez 3001 Bender Rd signed (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

an **approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327 (Exhibit 'A'), located at 3001 Bender Road** in the City of Texarkana, Bowie County, Texas, from **Two Family-2 to Planned Development-Multiple Family-1.**

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

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

SECTION 4: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:43 p.m.

Attachment: 2025-053 ORD rez 3001 Bender Rd signed (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

2025-053 EXH 'A'

Z-25-5

Attachment: 2025-053 ORD rez 3001 Bender Rd signed (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

WARRANTY DEED

KNOW ALL BY THESE PRESENTS:

THAT PAMELA CHERYL MULDREW, GRANTOR, for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration, does hereby grant, bargain, sell and convey unto JPM RENTAL PROPERTIES, LLC, GRANTEE, and unto its heirs and assigns forever, subject to the reservations from and exceptions to the conveyance and warranty, the following described lands located in the County of Bowie, State of Texas:

All that certain tract or parcel of land being a part of the L. T. KING HEADRIGHT SURVEY, A-327, Bowie County, Texas, and being all of a 5.0 acre tract as described in Fiduciary Deed from Estate of Carl W. Self, through its Independent Executrix, Peggy A. Self to Peggy A. Self, dated August 30, 2004, recorded in Volume 4400, Page 199 of the Real Property Records of Bowie County, Texas, and being more particularly described as follows:
BEGINNING at a found 1/2" rebar for corner on the South right-of-way lie of Bender Road at the Northeast corner of the above described 5.0 acre tract of land, same being the Northwest corner of a 5.00 acre tract as described in Warranty Deed to Brian G. Griffith recorded in Volume 4871, Page 254 of the Real Property Records of Bowie County, Texas;
THENCE: S 00° 34' 31" W, with the East boundary line of the above described 5.0 acre tract, same being the West boundary line of the above described 5.00 acre tract, 779.38 feet to a set 5/8" rebar with plastic cap (Stamped R.P.L.S. 4874 Typical) for corner on the North right-of-way line of West Wallace Street;
THENCE: N 89° 40' 53" W, with the North right-of-way line West Wallace Street, 280.00 feet to a set 5/8" rebar with plastic cap for corner in an existing fence line;
THENCE: N 00° 33' 30" E, along an existing fence line, same being the West boundary line of the above described 5.0 acre tract, same being the East boundary line of a 2.482 acre tract as described in Warranty Deed to Brenda Louise Davis, recorded in Volume 1730, Page 324 of the Real Property Records of Bowie county, Texas, 777.82 feet to a found 1/2" metal bold for corner on the South right-of-way lie of Bender Road;

THENCE: N 90° 00' 00" E, with the North boundary lien of the above described 5.0 acre tract, same being the South right-of-way line of Bender Road, 280.24 feet to the POINT OF BEGINNING, containing 5.0068 acres of land, more or less.

This conveyance is made subject to the following reservations from and exceptions to the conveyance:

Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; any titles or rights asserted by anyone, including, but not limited to, persons, the public, corporations, governments or other entities to: (a) tidelands, or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans; (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government; (c) filled-in lands, or artificial islands; (d) statutory water rights, including riparian rights; (e) the area extending from the line of mean low tide to the line of vegetation, or the rights of access to that area or easement along and across that area; standby fees, taxes and assessments by any taxing authority for the year 2023 and subsequent years; and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership, but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year. but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year; rights of parties in possession; an easement located on the property granted Southwestern Electric Power Company by instrument recorded in/under Volume 478, Page 271, Clerk's File No. 1795 of the Deed Records of Bowie County, Texas; any and all items, including but not limited to, any shortages in area and/or discrepancies in boundaries, the existence of which would be shown by a current and accurate survey of the property; all leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the public record.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

Attachment: 2025-053 ORD rez 3001 Bender Rd signed (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

2025-053 EXH A

Z-25-5

WITNESS my hand this 26 day of October, 2023.

Pamela Cheryl Muldrew

State of Texas
County of Bowie

On this day before the undersigned Notary Public, personally appeared Pamela Cheryl Muldrew, satisfactorily proven to be the person whose name appears as Grantor in the foregoing instrument and stated that she executed the same for the consideration, uses and purposes therein stated.

In witness whereof, I hereunto set my hand and seal on this 26 day of October, 2023.

Notary Public in and for the
State of Texas

My commission expires: _____

CAROLYN S. FAOLIU
My Notary ID # 3519927
Expires October 21, 2026

Document prepared by:
Unger Law Firm
Michael R. Unger, Attorney
4608 Summerhill Road
Texarkana, TX 75503

Grantee's Address:
JPM Rental Properties, LLC
1310 Old Post Rd
Texarkana AR 71854

2165598

Attachment: 2025-053 ORD rez 3001 Bender Rd signed (4478 : 2025-053 ORD rezoning TF-2 to PD-MF-1 3001 Bender Rd)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 4/11/2025 9:11 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-054 amending PD-25-1 for site plan approval on an approximate 5-acre tract of land (being Tract 13B), L T King HRS, A-327, located at 3001 Bender Road (Ward 1). Dennis Pascarella, owner, and David Williams, MTG Engineering and Surveyors, agent.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Jeremy Pascarella, owner and David Williams with MTG Engineering and Surveyors, agent, for site plan approval on an approximate 5-acre tract of land (being Tract 13B) L.T. King HRS, A-327, located at 3001 Bender Road. The current zoning is Two Family-2. The property is currently vacant property.

The Future Land Use Map designates this property as “Suburban Residential”.

The adjacent zoning is Two Family-2 to the north, W. Wallace Drive to the south, Single Family-2 to the west, and Agriculture to the east. The adjacent land use is vacant land to the north and east, service road to the south, and a residence to the west.

The site plan consists of the following:

1. The construction of 40 units (20 buildings) Duplexes Only. Total square footage of buildings will be 64,360 sq ft.
2. The access driveway will be off Bender Road and W. Wallace Drive. Any changes to the driveway on W. Wallace Drive will require TXDOT approval.
3. There will be 120 parking spaces. Parking spaces shall be a minimum of 180 sq. ft. in size.
4. There will be no signage.
5. Screened dumpster site.
6. Site design will be required to meet all city development codes and manuals (subdivision, street, drainage, etc.)
    a. TxDOT will have to approve drainage plans as this drains to their system.
7. TIA has been submitted and shows no adverse impacts to Bender Road.
8. Access to service road has been approved by TxDOT.
9. Property is in same layout as in 1996, so plat is not required unless public infrastructure is being built.
10. Driveway permit for driveway to lift station.

Staff recommend for approval of the site plan with stipulations.

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.

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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 7, 2025

Attachments

a. 2025-054 ORD site plan approval 3001 Bender (DOCX)
b. 2025-054 EXH 'A' (Site Plan)(PDF)
c. 2025-054 EXH 'B' (Legal Description) (PDF)
d. 2025-054 ATTH 01 (Maps) (PDF)
e. 2025-054 ATTH 02 (Elevations) (PDF)
f. 2025-054 Goals & Perspectives (DOCX)
g. 2025-054 ORD SPA 3001 Bender signed (PDF)

Staff Coordination

Building Code Administration	Chiquita Burks	Reviewer	Skipped	04/09/2025 4:17 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	04/10/2025 6:59 AM
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:48 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

ORDINANCE NO. 2025-054

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-25-1(MF-1) FOR SITE PLAN APPROVAL ON AN APPROXIMATE 5-ACRE TRACT OF LAND (BEING TRACT 13B) L.T. KING HRS, A-327, LOCATED AT 3001 BENDER 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') on an approximate 5-acre tract of land (being Tract 13b), L.T. King HRS, A-327, located at 3001 Bender Road (Exhibit 'B')** in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the subject property is zoned Planned Development-Multiple Family-1 [PD-25-1(MF-1)], and approval of the site plan **(Exhibit 'A')** would constitute an amendment to PD-25-1(MF-1); 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 for 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 an approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327, located at 3001 Bender Road (Exhibit 'B')** in the City of Texarkana, Texas, Bowie County, Texas, is hereby approved and hereby amends PD-25-1(MF-1).

Attachment: 2025-054 ORD site plan approval 3001 Bender (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

SECTION 2: PD-25-1(MF-1) is hereby amended by approval of the site plan (**Exhibit 'A'**), incorporated herein by reference for all purposes and includes the following:

1. The construction of 40 units (20 buildings) duplexes only. Total square footage of buildings will be 64,360 sq ft.
2. The access driveway will be off Bender Road and W. Wallace Drive. Any changes to the driveway on W. Wallace Drive will require TxDOT approval.
3. There will be 120 parking spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. There will be no signage.
5. Screened dumpster site.
6. Site design will be required to meet all city development codes and manuals (subdivision, street, drainage, etc.)
    a. TxDOT will have to approve drainage plans as this drains to its system.
7. TIA has been submitted and shows no adverse impacts to Bender Road.
8. Access to service road has been approved by TxDOT.
9. Property is in the same layout as in 1996, so plat is not required unless public infrastructure is being built.

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: 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 **12th day of May, 2025.**

ATTEST:

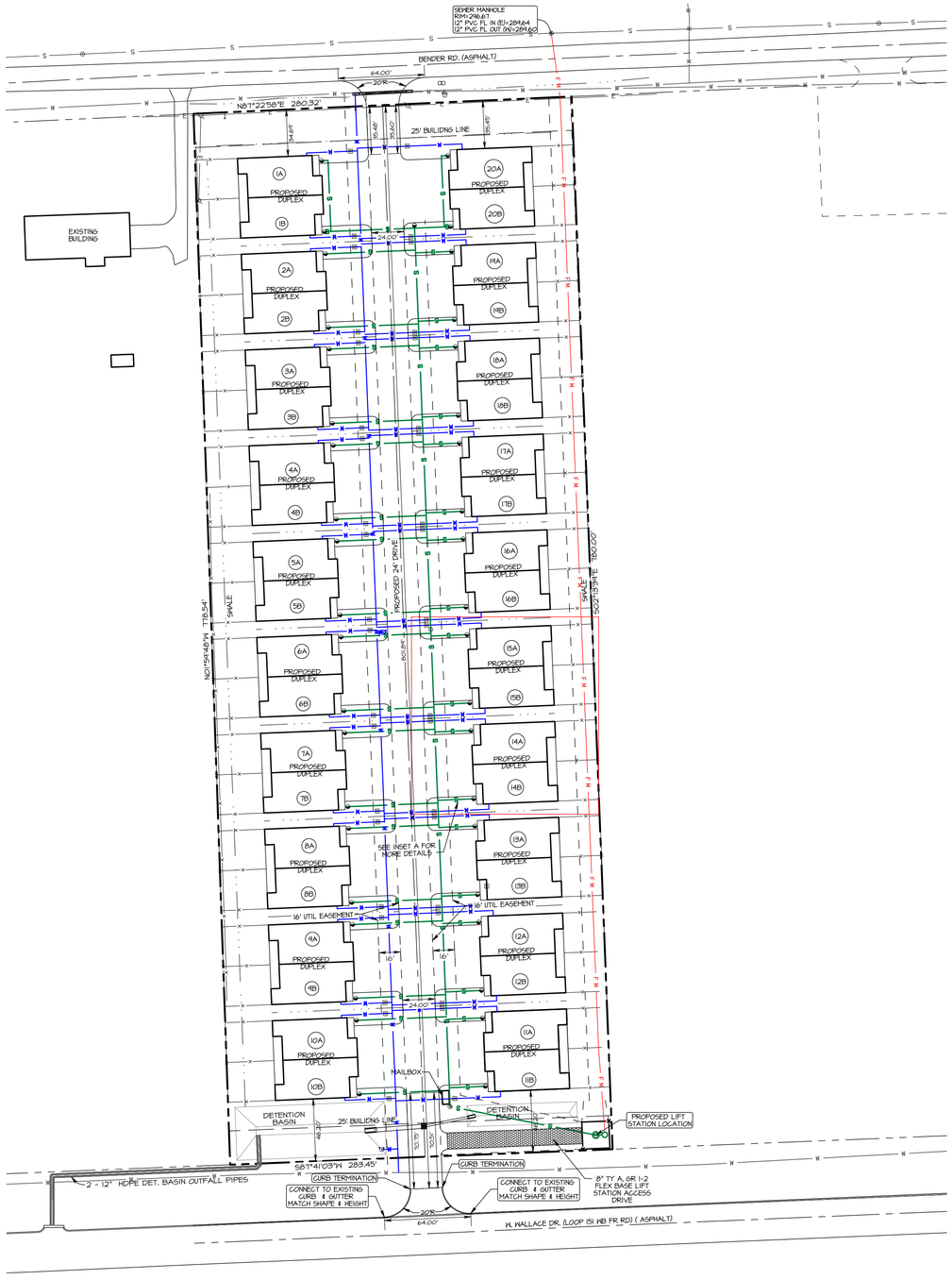
_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

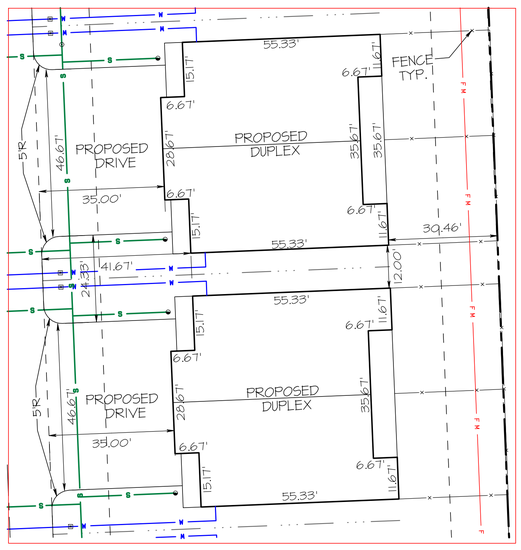
Attachment: 2025-054 ORD site plan approval 3001 Bender (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

2025-054 EXH 'A"

Amendment to PD-25-1



INSET A
SCALE 1" = 20'



N

GRAPHIC SCALE 1"=50'
0 50

LEGEND

- PROPERTY LINE
- CURB AND GUTTER
- BUILDING EDGE
- EDGE OF PAVEMENT
- EASEMENT
- BUILDING LINE OFFSET
- TOE OF DITCH/SLOPE
- TOP OF BANK
- E — OVERHEAD POWER LINE
- W — WATER MAIN
- S — SANITARY SEWER MAIN
- F M — TELEPHONE LINE
- 345 — PROPOSED CONTOUR INT.
- 342 — EXISTING CONTOUR INT.
- SF — SILT FENCE
- SD — STORM DRAIN
- FL — FIRE LANE
- 356.0 — SPOT ELEVATION
- POWER POLE
- WATER METER
- WATER VALVE
- CLEAN OUT
- SANITARY SEWER MANHOLE
- STORM DRAIN MANHOLE
- SIGN (TYPICAL)
- HANDICAP PARKING SYMBOL (PAINTED)
- FIRE HYDRANT
- LIGHT POLE
- GAS REGULATOR
- IRRIGATION CONTROL VALVE
- SPRINKLER HEAD
- ROOF DRAIN
- TELEPHONE JUNCTION BOX
- ELECTRIC JUNCTION BOX
- GUY WIRE
- TREE

SITE DATA:

PROPOSED ZONING: PD MFI

PARKING REQUIRED - 80 SPACES (2 PER DWELLING UNIT)

PARKING PROVIDED - 120 SPACES (80 SPACES EXTERIOR PLUS 40 GARAGE SPACES)

TRASH SERVICE WILL BE BY INDIVIDUAL POLYCART (NO DUMPSTER).

NO PROPOSED SITE SIGNAGE.

ALL SITE LIGHTING WILL BE SHIELDED FROM ADJACENT PROPERTIES.

No.	Revision/Description	Date

MTG ENGINEERS & SURVEYORS
5930 SUMMERHILL ROAD
TEXARKANA, TEXAS
P 903.838.8533
www.mtgengineers.com
TBPE FIRM NO. F-354
AR COA NO. 125
© MTG 2025

STATE OF TEXAS
DAVID A. WILLIAMS
68437
REGISTERED
PROFESSIONAL ENGINEER

3/10/2025
Issued for PD Site Plan Approval Only.

Scale	Drawn By	Checked By	File No.
AS SHOWN	A.M.G.	D.A.W.	

PLANNED DEVELOPMENT SITE PLAN

BENDER ROAD DUPLEXES
TEXARKANA, TEXAS
JPM RENTAL PROPERTIES, LLC

Drawing Date: 3/10/2025
Project Number: 246105
Sheet Number: C2

Attachment: 2025-054 EXH 'A' (Site Plan) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

X:\2024 Projects\246105 Bender Rd Duplexes\05 Engineering Design\Design\DES_04.pro
Mon Mar 10, 2025 12:04pm

Attachment: 2025-054 EXH 'B' (Legal Description) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

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WARRANTY DEED

KNOW ALL BY THESE PRESENTS:

THAT PAMELA CHERYL MULDREW, GRANTOR, for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration, does hereby grant, bargain, sell and convey unto JPM RENTAL PROPERTIES, LLC, GRANTEE, and unto its heirs and assigns forever, subject to the reservations from and exceptions to the conveyance and warranty, the following described lands located in the County of Bowie, State of Texas:

All that certain tract or parcel of land being a part of the L. T. KING HEADRIGHT SURVEY, A-327, Bowie County, Texas, and being all of a 5.0 acre tract as described in Fiduciary Deed from Estate of Carl W. Self, through its Independent Executrix, Peggy A. Self to Peggy A. Self, dated August 30, 2004, recorded in Volume 4400, Page 199 of the Real Property Records of Bowie County, Texas, and being more particularly described as follows:
BEGINNING at a found 1/2" rebar for corner on the South right-of-way lie of Bender Road at the Northeast corner of the above described 5.0 acre tract of land, same being the Northwest corner of a 5.00 acre tract as described in Warranty Deed to Brian G. Griffith recorded in Volume 4871, Page 254 of the Real Property Records of Bowie County, Texas;
THENCE: S 00°. 34' 31" W, with the East boundary line of the above described 5.0 acre tract, same being the West boundary line of the above described 5.00 acre tract, 779.38 feet to a set 5/8" rebar with plastic cap (Stamped R.P.L.S. 4874 Typical) for corner on the North right-of-way line of West Wallace Street;
THENCE: N 89° 40' 53" W, with the North right-of-way line West Wallace Street, 280.00 feet to a set 5/8" rebar with plastic cap for corner in an existing fence line;
THENCE: N 00° 33' 30" E, along an existing fence line, same being the West boundary line of the above described 5.0 acre tract, same being the East boundary line of a 2.482 acre tract as described in Warranty Deed to Brenda Louise Davis, recorded in Volume 1730, Page 324 of the Real Property Records of Bowie county, Texas, 777.82 feet to a found 1/2" metal bold for corner on the South right-of-way lie of Bender Road;

THENCE: N 90° 00' 00" E, with the North boundary lien of the above described 5.0 acre tract, same being the South right-of-way line of Bender Road, 280.24 feet to the POINT OF BEGINNING, containing 5.0068 acres of land, more or less.

This conveyance is made subject to the following reservations from and exceptions to the conveyance:

Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; any titles or rights asserted by anyone, including, but not limited to, persons, the public, corporations, governments or other entities to: (a) tidelands, or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans; (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government; (c) filled-in lands, or artificial islands; (d) statutory water rights, including riparian rights; (e) the area extending from the line of mean low tide to the line of vegetation, or the rights of access to that area or easement along and across that area; standby fees, taxes and assessments by any taxing authority for the year 2023 and subsequent years; and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership, but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year. but not those taxes or assessments for prior years because of an exemption granted to a previous owner of the property under Section 11.13, Texas Tax Code, or because of improvements not assessed for a previous tax year; rights of parties in possession; an easement located on the property granted Southwestern Electric Power Company by instrument recorded in/under Volume 478, Page 271, Clerk's File No. 1795 of the Deed Records of Bowie County, Texas; any and all items, including but not limited to, any shortages in area and/or discrepancies in boundaries, the existence of which would be shown by a current and accurate survey of the property; all leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the public record.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

Attachment: 2025-054 EXH 'B' (Legal Description) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

WITNESS my hand this 26 day of October, 2023.

Pamela Cheryl Muldrew

State of Texas
County of Bowie

On this day before the undersigned Notary Public, personally appeared Pamela Cheryl Muldrew, satisfactorily proven to be the person whose name appears as Grantor in the foregoing instrument and stated that she executed the same for the consideration, uses and purposes therein stated.

In witness whereof, I hereunto set my hand and seal on this 26 day of October, 2023.

Notary Public in and for the
State of Texas

My commission expires: _____

CAROLYN S. FAOLIU
My Notary ID # 3519927
Expires October 21, 2026

Document prepared by:
Unger Law Firm
Michael R. Unger, Attorney
4608 Summerhill Road
Texarkana, TX 75503

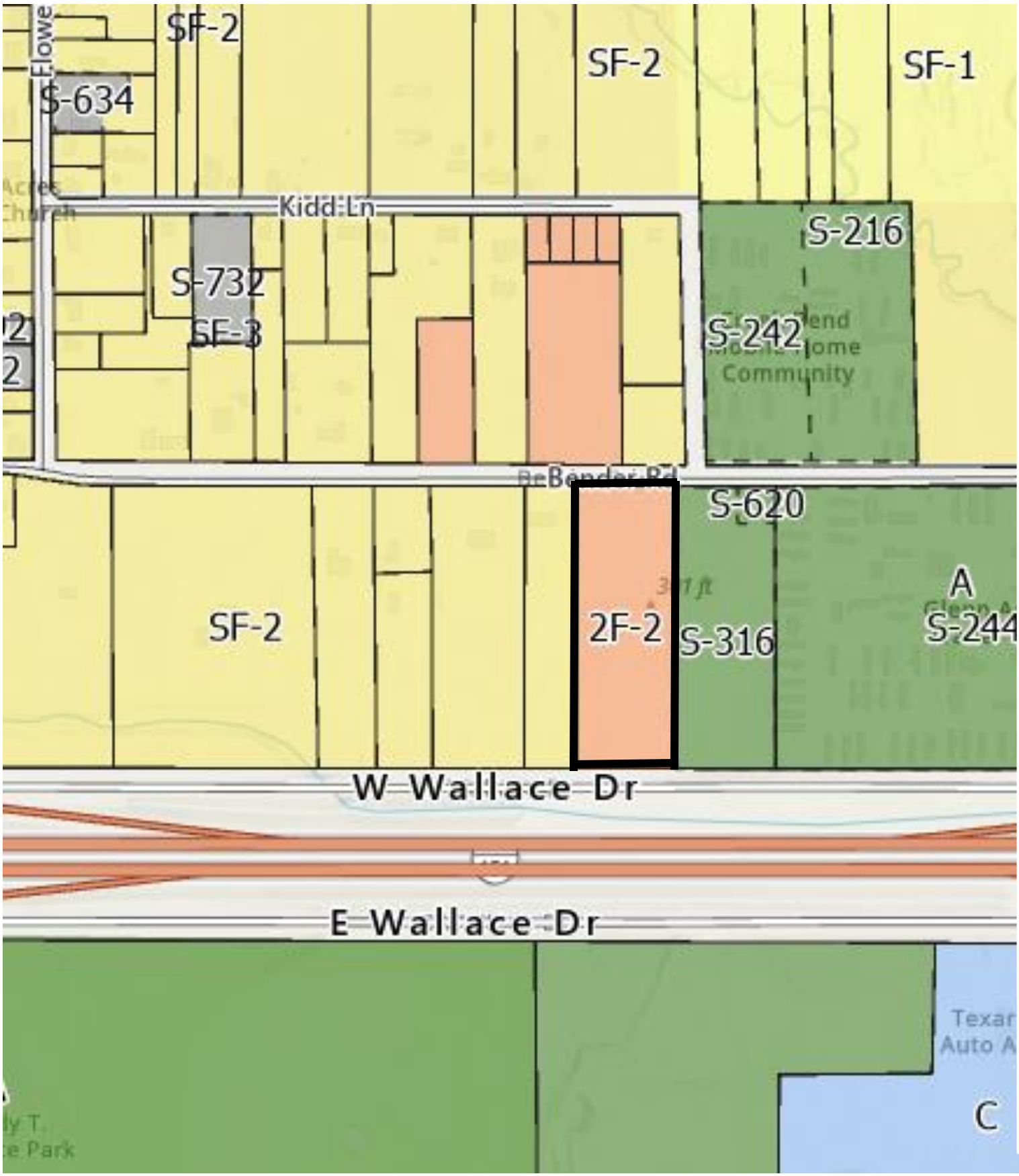
Grantee's Address:
JPM Rental Properties, LLC
1310 Old Post Rd
Texarkana AR 71854

2165598

Attachment: 2025-054 EXH 'B' (Legal Description) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

2025-054 ATTH 01
Amendment to PD-25-1

3001 Bender Road



Attachment: 2025-054 ATTH 01 (Maps) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

2025-054 ATTH 01
Amendment to PD-25-1

3001 Bender Road

Attachment: 2025-054 ATTH 01 (Maps) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

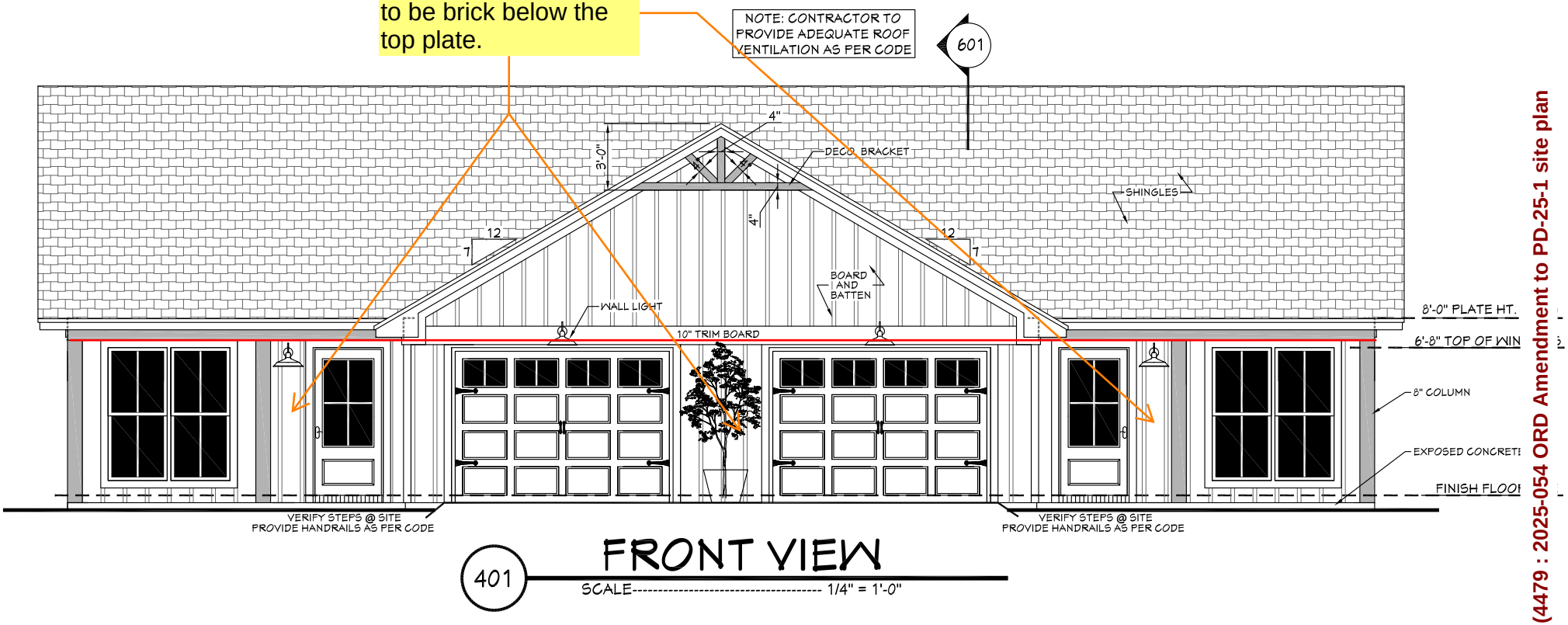
2025-054 ATTH 02

Amendment to PD-25-1

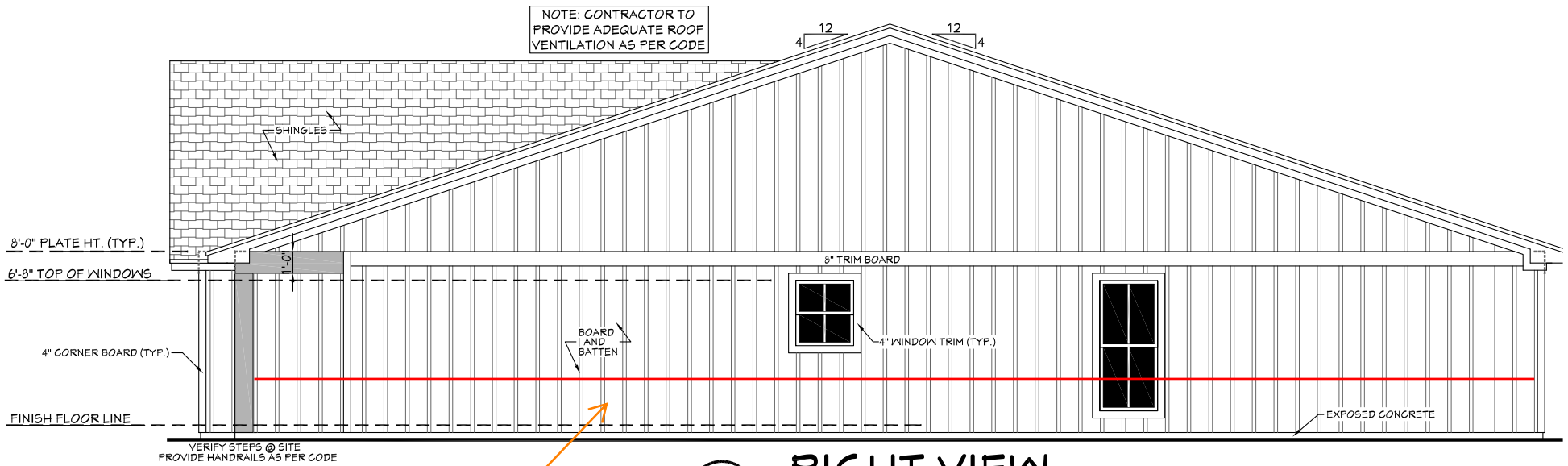
Attachment: 2025-054 ATTH 02 (Elevations) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan

3001 BENDER ROAD
FRONT ELEVATION RENDERING

Note: Front Elevation to be brick below the top plate.



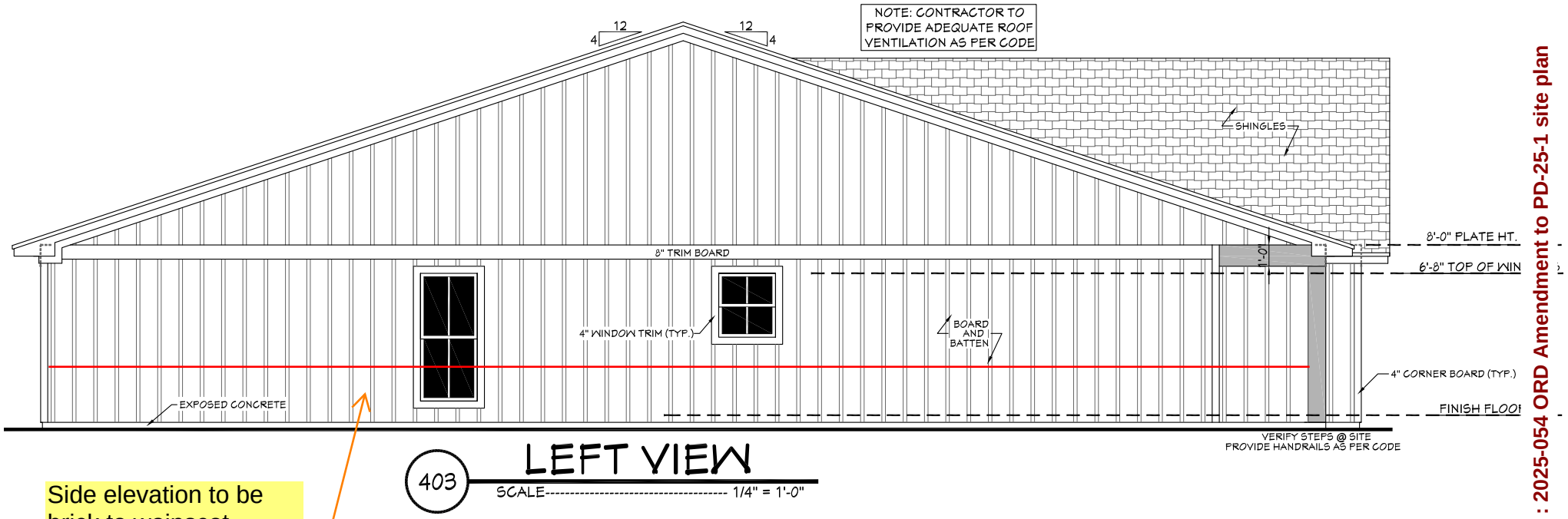
401 FRONT VIEW
SCALE---------- 1/4" = 1'-0"



402 RIGHT VIEW
SCALE---------- 1/4" = 1'-0"

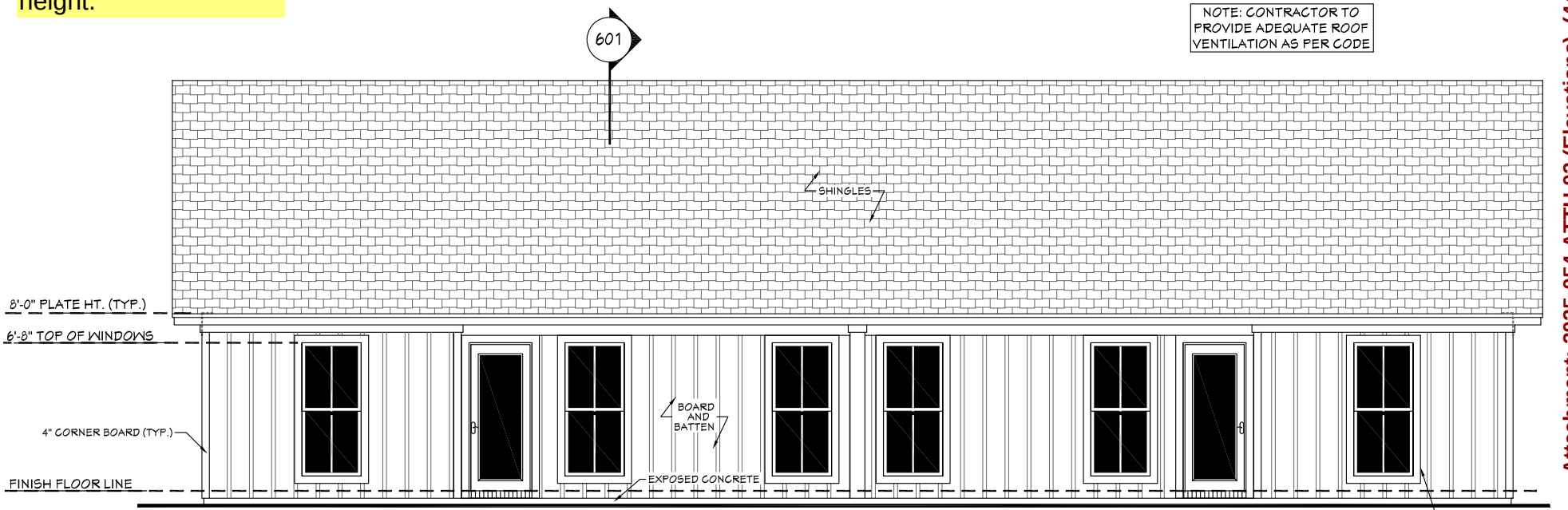
Side elevation to be brick to wainscot height.

Attachment: 2025-054 ATTH 02 (Elevations) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan



403 LEFT VIEW
SCALE---------- 1/4" = 1'-0"

Side elevation to be brick to wainscot height.



404 REAR VIEW
SCALE---------- 1/4" = 1'-0"

Attachment: 2025-054 ATTH 02 (Elevations) (4479 : 2025-054 ORD Amendment to PD-25-1 site plan

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-054 Goals & Perspectives (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

ORDINANCE NO. 2025-054

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-25-1(MF-1) FOR SITE PLAN APPROVAL ON AN APPROXIMATE 5-ACRE TRACT OF LAND (BEING TRACT 13B) L.T. KING HRS, A-327, LOCATED AT 3001 BENDER 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') on an approximate 5-acre tract of land (being Tract 13b), L.T. King HRS, A-327, located at 3001 Bender Road (Exhibit 'B')** in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the subject property is zoned Planned Development-Multiple Family-1 [PD-25-1(MF-1)], and approval of the site plan **(Exhibit 'A')** would constitute an amendment to PD-25-1(MF-1); 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 for 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 an approximate 5-acre tract of land (being Tract 13B), L.T. King HRS, A-327, located at 3001 Bender Road (Exhibit 'B')** in the City of Texarkana, Texas, Bowie County, Texas, is hereby approved and hereby amends PD-25-1(MF-1).

Attachment: 2025-054 ORD SPA 3001 Bender signed (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

SECTION 2: PD-25-1(MF-1) is hereby amended by approval of the site plan (**Exhibit 'A'**), incorporated herein by reference for all purposes and includes the following:

1. The construction of 40 units (20 buildings) duplexes only. Total square footage of buildings will be 64,360 sq ft.
2. The access driveway will be off Bender Road and W. Wallace Drive. Any changes to the driveway on W. Wallace Drive will require TxDOT approval.
3. There will be 120 parking spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. There will be no signage.
5. Screened dumpster site.
6. Site design will be required to meet all city development codes and manuals (subdivision, street, drainage, etc.)
    a. TxDOT will have to approve drainage plans as this drains to its system.
7. TIA has been submitted and shows no adverse impacts to Bender Road.
8. Access to service road has been approved by TxDOT.
9. Property is in the same layout as in 1996, so plat is not required unless public infrastructure is being built.

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: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

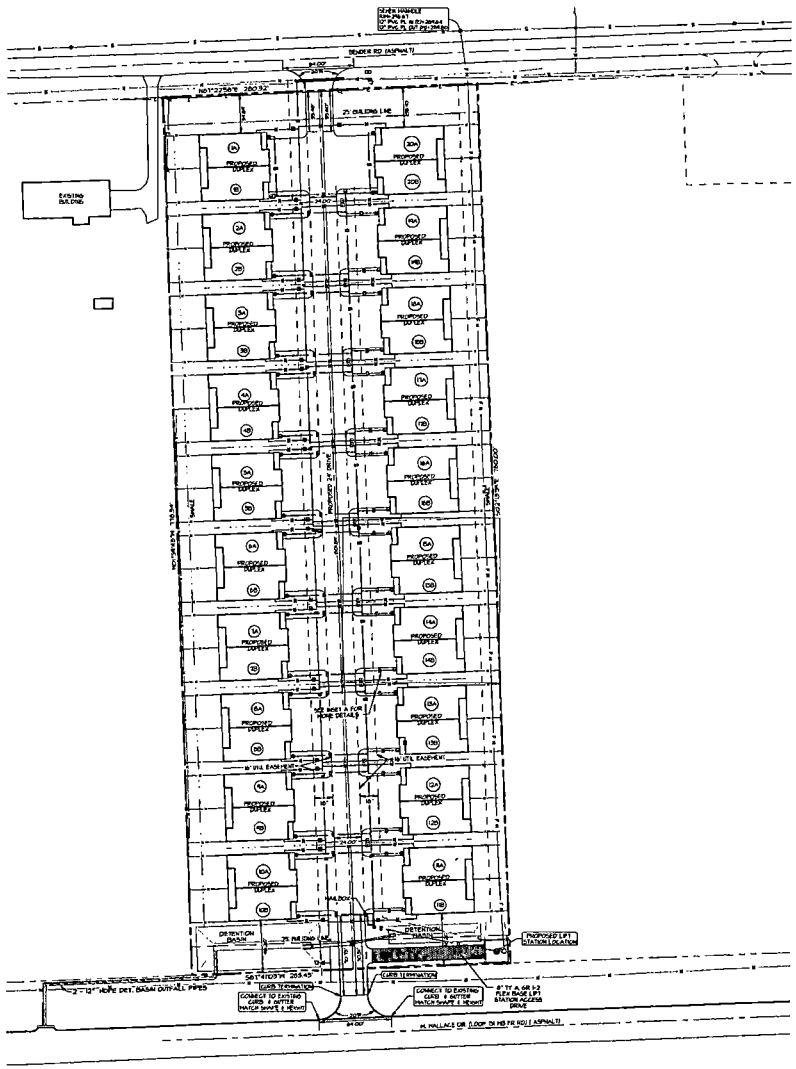
BOB BRUGGEMAN, MAYOR

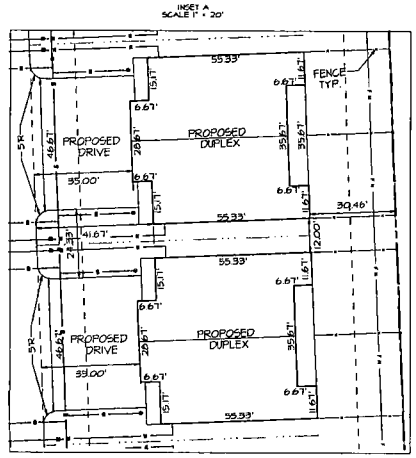
6:44 p.m.

Attachment: 2025-054 ORD SPA 3001 Bender signed (4479 : 2025-054 ORD Amendment to PD-25-1 site plan approval 3001 Bender)

2025-054 EXH 'A"

Amendment to PD-25-1





LEGEND

- PROPERTY LINE
- CURB AND GUTTER
- BUILDING EDGE
- EDGE OF PAVEMENT
- EASEMENT
- BUILDING LINE OFFSET
- TOE OF DITCH/SLOPE
- TOP OF BANK
- OVERHEAD POWER LINE
- WATER MAIN
- SANITARY SEWER MAIN
- TELEPHONE LINE
- PROPOSED CONTOUR INT.
- EXISTING CONTOUR INT.
- SILT FENCE
- STORM DRAIN
- FIRE LANE
- 356.0 SPOT ELEVATION
- POWER POLE
- WATER METER
- WATER VALVE
- CLEAN OUT
- SANITARY SEWER MANHOLE
- STORM DRAIN MANHOLE
- SIGN (TYPICAL)
- HANDICAP PARKING SYMBOL (PAINTED)
- FIRE HYDRANT
- LIGHT POLE
- GAS REGULATOR
- IRRIGATION CONTROL VALVE
- SPRINKLER HEAD
- ROOF DRAIN
- TELEPHONE JUNCTION BOX
- ELECTRIC JUNCTION BOX
- 60' WIRE
- TREE

SITE DATA:

PROPOSED ZONING: PD MFI

PARKING REQUIRED - 80 SPACES (2 PER DWELLING UNIT)

PARKING PROVIDED - 120 SPACES (80 SPACES EXTERIOR PLUS 40 GARAGE SPACES)

TRASH SERVICE WILL BE BY INDIVIDUAL POLYCART (NO DUMPSTER).

NO PROPOSED SITE SIGNAGE.

ALL SITE LIGHTING WILL BE SHIELDED FROM ADJACENT PROPERTIES.

MTG ENGINEERS & SURVEYORS
6020 SUMMERHILL ROAD
TEXARKANA, TEXAS 75503
P 903.838.8533
www.mtgengineers.com
TBPE FIRM NO. F-364
TBPLS FIRM NO. 125
AR COA NO. 125
© MTG 2025

DAVID A. WILSON 88437 REGISTERED PROFESSIONAL ENGINEER STATE OF TEXAS
3/10/2025
Issued for PD Site Plan Approval Only

Scale	AS SHOWN
Drawn By	A.M.G.
Checked By	D.A.W.
File No.	

PLANNED DEVELOPMENT SITE PLAN

BENDER ROAD DUPLEXES
TEXARKANA, TEXAS
JPM RENTAL

Drawing Date	3/10/2025
Project Number	246105
Sheet Number	C2

Attachment: 2025-054 ORD SPA 3001 Bender signed (4479 : 2025-054 ORD Amendment to PD-25-1 site

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 4/11/2025 10:04 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-055 rezoning on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1) from Commercial to Single Family-3. Jermell Fulton, owner.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Jermell Fulton, owner, to rezone Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street from Commercial to Single Family-3. The intention is to place a HUD code manufactured home on this property.

The Future Land Use Map has designated this property as “Mixed Use Development”.

The adjacent zoning is Commercial to the north, south, and west, Industrial-1 to the east. The adjacent land use is vacant land to the north, south, and west, and Union Pacific Railroad yard to the east.

Staff 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 new drainage ordinance, stormwater design manual, 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:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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 7, 2025

Attachments

a. 2025-055 ORD Rezoning 1108 Willis Street (DOCX)
b. 2025-055 ATTH 01 (Maps) (PDF)
c. 2025-055 Goals & Perspectives (DOCX)
d. 2025-055 ORD rez 1108 Willis signed (PDF)

Staff Coordination

Building Code Administration	Chiquita Burks	Reviewer	Skipped	04/09/2025 4:18 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	04/10/2025 6:59 AM
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:48 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

Z-25-7

ORDINANCE NO. 2025-055

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 2, BLOCK 1, BUCHANAN AVENUE ADDITION, LOCATED AT 1108 WILLIS STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM COMMERCIAL TO SINGLE FAMILY-3; 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 **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street,** in the City of Texarkana, Bowie County, Texas, from **Commercial to Single Family-3**; 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 five (5) to zero (0) to recommend for approval of the application for rezoning from Commercial to Single Family-3 on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Commercial to Single Family-3**; 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 **Commercial to Single Family-3** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street** in the City of Texarkana, Bowie County, Texas, from **Commercial to Single Family-3.**

Attachment: 2025-055 ORD Rezoning 1108 Willis Street (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

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: 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 **12th day of MAY, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-055 ORD Rezoning 1108 Willis Street (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

2025-055 ATTH 01
Z-25-7

1108 Willis Street

Attachment: 2025-055 ATTH 01 (Maps) (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

1108 Willis Street

Attachment: 2025-055 ATTH 01 (Maps) (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-055 Goals & Perspectives (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

Z-25-7

ORDINANCE NO. 2025-055

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 2, BLOCK 1, BUCHANAN AVENUE ADDITION, LOCATED AT 1108 WILLIS STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM COMMERCIAL TO SINGLE FAMILY-3; 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 **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street,** in the City of Texarkana, Bowie County, Texas, from **Commercial to Single Family-3**; 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 five (5) to zero (0) to recommend for approval of the application for rezoning from Commercial to Single Family-3 on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Commercial to Single Family-3**; 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 **Commercial to Single Family-3** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street** in the City of Texarkana, Bowie County, Texas, from **Commercial to Single Family-3.**

Attachment: 2025-055 ORD rez 1108 Willis signed (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

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: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:46p.m.

Attachment: 2025-055 ORD rez 1108 Willis signed (4480 : 2025-055 ORD rezoning C to SF-3 1108 Willis Street)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 4/9/2025 3:19 PM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-056 granting a Specific Use Permit to allow a HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street (Ward 1). Jermell Fulton, owner.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Jermell Fulton, owner, for a Specific Use Permit to allow the location of a single wide HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street.

The Future Land Use Map has designated this property as “Mixed Use Development”.

The adjacent zoning is Commercial to the north, south, and west, Industrial-1 to the east. The adjacent land use is vacant land to the north, south, and west, and Union Pacific Railroad yard to the east.

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 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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:
Approved

Fiscal Implications:
NOT APPLICABLE

Staff Recommendation:
Staff recommend 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 7, 2025

Attachments

a. 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis (DOCX)
b. 2025-056 ATTH 01 (Maps) (PDF)
c. 2025-056 Goals & Perspectives (DOCX)
d. 2025-056 ORD SUP 1108 Willis signed (PDF)

Staff Coordination

Building Code Administration	Chiquita Burks	Reviewer	Skipped	04/09/2025 4:19 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	04/10/2025 6:59 AM
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:48 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

S-783

ORDINANCE NO. 2025-056

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-783 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOT 2, BLOCK 1, BUCHANAN AVENUE ADDITION, LOCATED AT 1108 WILLIS 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 **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis 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** 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-783 for the location of a single wide HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

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

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

2025-056 ATTH 01

S-783

1108 Willis Street

Attachment: 2025-056 ATTH 01 (Maps) (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

2025-056 ATTH 01
S-783

1108 Willis Street

Attachment: 2025-056 ATTH 01 (Maps) (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-056 Goals & Perspectives (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

S-783

ORDINANCE NO. 2025-056

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-783 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOT 2, BLOCK 1, BUCHANAN AVENUE ADDITION, LOCATED AT 1108 WILLIS 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 **Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis 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** 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-783 for the location of a single wide HUD code manufactured home on Lot 2, Block 1, Buchanan Avenue Addition, located at 1108 Willis Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-056 ORD SUP 1108 Willis signed (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

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

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:47p.m.

Attachment: 2025-056 ORD SUP 1108 Willis signed (4481 : 2025-056 ORD SUP HUD code mnfctrd home 1108 Willis)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 4/9/2025 3:18 PM

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

Subject: Ordinance No. 2025-057 granting a Specific Use Permit to allow a HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C) R. E. Sevey HRS, A-523, located at 2591 Page Street (Ward 1). Jonathan Fowler, owner.

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Jonathan Fowler, owner, for a Specific Use Permit to allow the location of a single wide HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C), R. E. Sevey HRS, A-523, located at 2591 Page Street. This property is currently a vacant lot.

The Future Land Use Map has designated this property as “Suburban Residential”.

The adjacent zoning is Single Family -1 to the east, west, and south, Single Family-2 to the north. The adjacent land use is residential to the west, vacant lant to the east, south, and north.

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 recommend approval of this request with the following stipulations:

1. That one 2018 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.
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. 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:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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 7, 2025

Attachments

a. 2025-057 ORD SUP HUD code mnfctrd home 2591 Page St (DOCX)
b. 2025-057 EXH 'A' (Legal Description) (PDF)
c. 2025-057 ATTH 01 (Maps) (PDF)
d. 2025-057 ATTH 02 (Floorplans) (PDF)
e. 2025-057 Goals & Perspectives (DOCX)
f. 2025-057 ORD SUP 2591 Page signed (PDF)

Staff Coordination

Building Code Administration	Chiquita Burks	Reviewer	Skipped	04/09/2025 4:19 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	04/10/2025 6:59 AM
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:48 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

S-795

ORDINANCE NO. 2025-057

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-795 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON AN APPROXIMATE 1.85-ACRE TRACT OF LAND (BEING TRACT 36C), R.E. SEVEY HRS, A-523, LOCATED AT 2591 PAGE 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 **an approximate 1.85-acre tract of land (being Tract 36C), R.E. Sevey HRS, A-523 (Exhibit 'A'), located at 2591 Page 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** 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-795 for the location of a HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C), R.E. Sevey HRS, A-523 (Exhibit 'A'), located at 2591 Page Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-057 ORD SUP HUD code mnfctrd home 2591 Page St (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

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

1. That one 2018 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-057 ORD SUP HUD code mnfctrd home 2591 Page St (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

Filed and Recorded: 03/07/2024 03:45:52 PM 2025-057 EXH 'A'
2024-00002136 DEED Total Pages: 4
Tina Petty, Bowie County Clerk

S-795

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Special Warranty Deed with Vendor's Lien

Date: **11/22/2023**

Grantor: **219 Marshall, LLC a Delaware Limited Liability Company**

Grantor's Mailing Address: **P.O. Box 741209**
Houston, TX 77274-1209

Grantee: **Jonathan Todd Fowler**

Grantee's Mailing Address: **2900 Main Street, Texarkana, TX 75503**

Consideration: A promissory note of even date executed by Grantee and payable to the order of Grantor in the principal amount of **$ 48,500.00** which is secured by a first and superior vendor's lien and superior title retained in this deed and by a first-lien deed of trust of even date from Grantee to Jose Martinez, Trustee, for the benefit of Grantor.

Property (including any improvements): All that certain tract or parcel of land (together with all improvements thereon, if any) situated in **Bowie County**, Texas, being more particularly described as, **1.842 Acres, more or less, out of the R.E. Sevey Survey, Abstract 523, (Bowie CAD Tract #36C), City of Texarkana, Bowie County, Texas (Volume 4593, Page 107, Deed Records, Bowie County, Texas).**

Reservations from Conveyance: All Oil, Gas and other Minerals in an under that may be produced from the property.

Exceptions to Conveyance and Warranty: Liens described as part of the Consideration and any other liens described in this deed as being either assumed or subject to which title is taken; validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; any discrepancies, conflicts, or shortages in area or boundary lines; any encroachments or overlapping of improvements; all rights, obligations, and other matters arising from and existing by reason of the County in which the Property is located; and taxes for the current year, which Grantee assumes and agrees to pay, and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns

Initials: JF

Attachment: 2025-057 EXH 'A' (Legal Description) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

against every person whomsoever lawfully claiming or to claim the same or any part thereof, when the claim is by, through, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

As a material part of the Consideration for this deed, Grantor and Grantee agree that Grantee is taking the Property "AS IS, WHERE IS" with any and all latent and patent faults and defects and that there is no warranty by Grantor that the Property has a particular financial value or is fit for a particular purpose. Grantee Acknowledges and stipulates that Grantee is not relying on any representation, statement, or other assertion with respect to the Property condition but is relying on Grantee's examination of the Property. Grantee takes the Property with the express understanding and stipulation that there are no express or implied warranties, except for the special warranties of title set forth in this deed.

The vendor's lien against and superior title to the Property are retained until the promissory note described is fully paid according to its terms, at which time this deed will become absolute.

When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

219 Marshall, LLC a Delaware Limited Liability Company, acting by and through its Member, 219 Marshall Trust

By: _____
Jose Martinez, Authorized Signer

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

This instrument was acknowledged before me on the 22 day of NOV., 2023, by **Jose Martinez, Authorized Signer of 219 Marshall Trust, Member of 219 Marshall, LLC a Delaware Limited Liability Company.**

(SEAL)

Sandra Benavides
My Commission Expires
4/13/2026
Notary ID
126339220

_____
Notary Public, State of Texas

My Commission Expires:

Sandra Benavides
Notary Name Printed or Typed

_____

Sandra Benavides
My Commission Expires
4/13/2026
Notary ID
126339220

Initials: JF

Attachment: 2025-057 EXH 'A' (Legal Description) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

Grantee's Acceptance of Deed

Grantee accepts the attached deed and consents to its form and substance. Grantee acknowledges that the terms of the deed conform with Grantee's intent and that they will control in the event of any conflict with the contract Grantee signed regarding the Property described in the deed. Grantee waives and releases all claims against Grantor, including fraud and fraudulent inducement against Grantor and all persons and entities associated with Grantor.

GRANTEE(S):

Jonathan Todd Fowler

THE STATE OF TEXAS §
§
COUNTY OF Bowie §

This instrument was acknowledged before me on the 22 day of NOV, 2023, by **Jonathan Todd Fowler.**

(SEAL)

Notary Public, State of Texas

My Commission Expires:

Notary Name Printed or Typed

RETURN TO:
219 Marshall, LLC a Delaware Limited Liability Company
P.O. Box 741209
Houston, TX 77274-1209

J Loyd
MY COMMISSION EXPIRES
9/26/2025
NOTARY ID: 4700265

Attachment: 2025-057 EXH 'A' (Legal Description) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

THE STATE OF TEXAS
COUNTY OF BOWIE

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Bowie County, Texas.

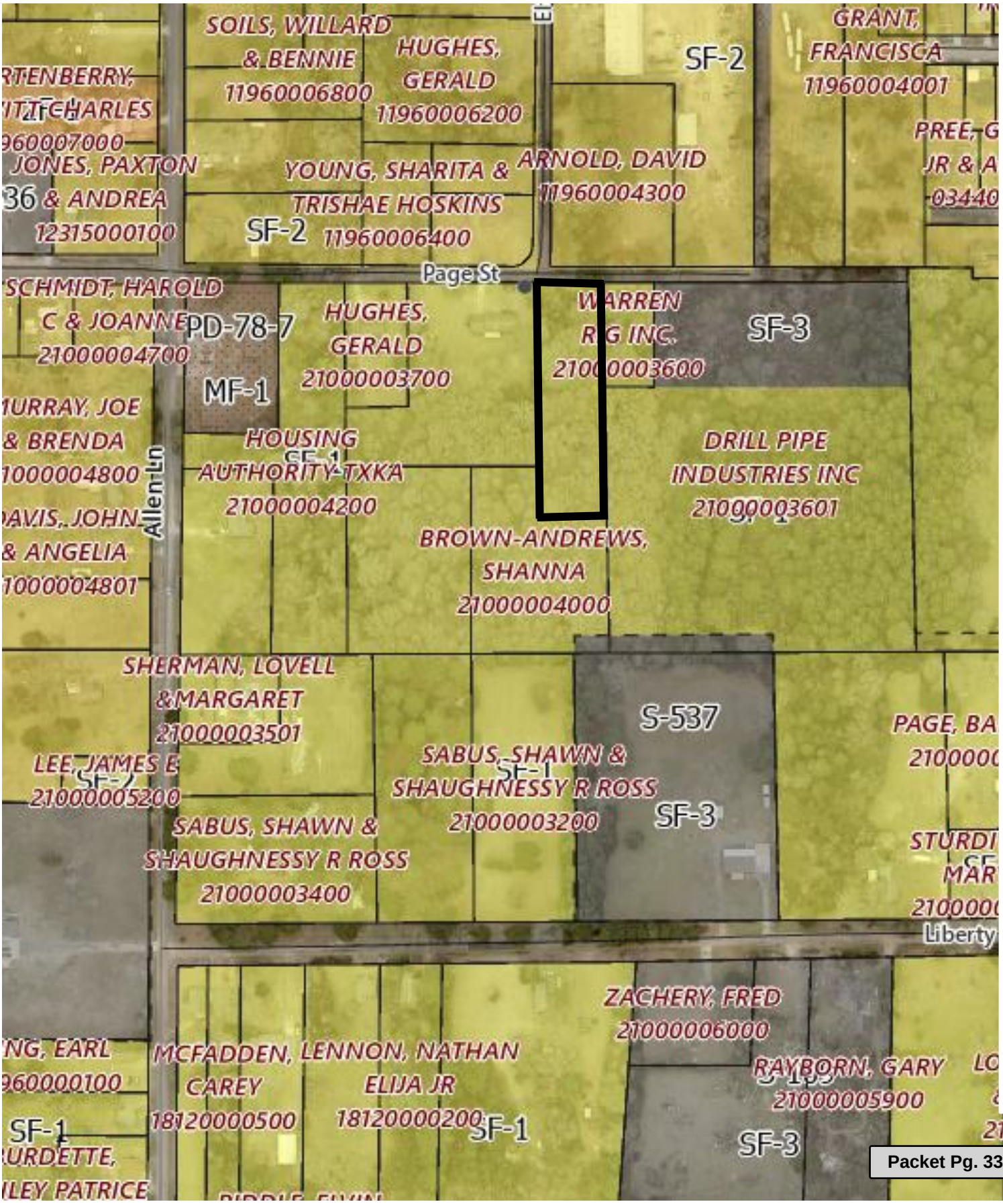
2024-00002136 DEED
03/07/2024 03:45:52 PM Total Fees: $33.00

Tina Petty,County Clerk
Bowie County, Texas

Tina Petty

Attachment: 2025-057 EXH 'A' (Legal Description) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

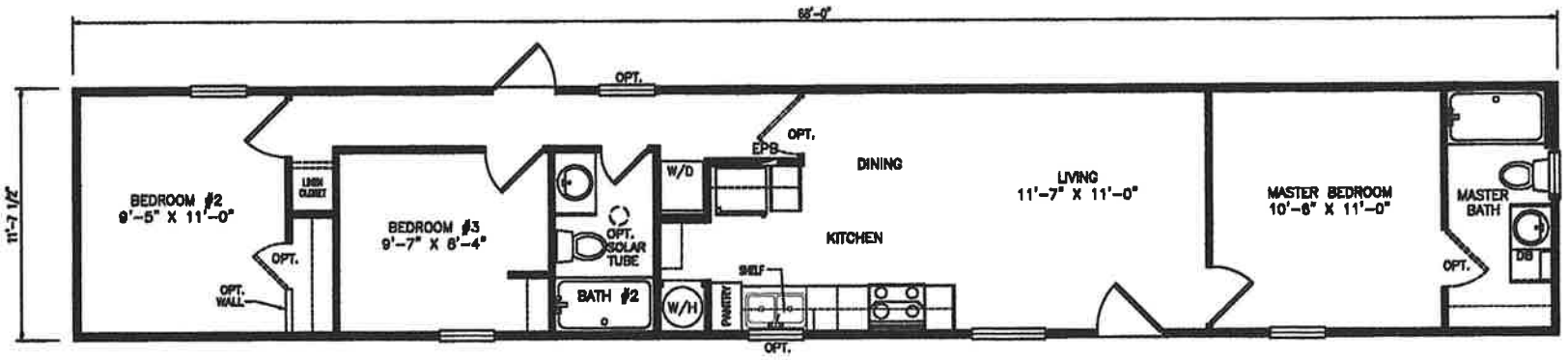
2591 Page Street



Attachment: 2025-057 ATTH 01 (Maps) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

2591 Page Street

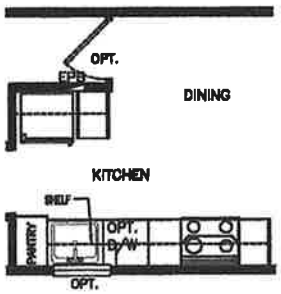
Attachment: 2025-057 ATTH 01 (Maps) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)



OPTIONAL

FURNACE / AIR HANDLER OPTION

1272-32A (SELECT ONLY)
BOX SIZE= 11'-7 1/2" x 68'-0"
3 BEDROOMS / 2 BATH (795 SQ. FT.)



OPT. DISHWASHER CONFIGURATION

OPT. MASTER BATH SHOWER CONFIGURATION

Legacy Housing	DATE: 08/01/2016	MODEL: 1272-32A	TITLE: SALES LITERATURE (OPT. MINI SPLITS)
	SCALE: NTS	DRAWN BY: JMS	DWG #:

Attachment: 2025-057 ATTH 02 (Floorplans) (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-057 Goals & Perspectives (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

S-795

ORDINANCE NO. 2025-057

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-795 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON AN APPROXIMATE 1.85-ACRE TRACT OF LAND (BEING TRACT 36C), R.E. SEVEY HRS, A-523, LOCATED AT 2591 PAGE 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 **an approximate 1.85-acre tract of land (being Tract 36C), R.E. Sevey HRS, A-523 (Exhibit 'A'), located at 2591 Page 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** 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-795 for the location of a HUD code manufactured home on an approximate 1.85-acre tract of land (being Tract 36C), R.E. Sevey HRS, A-523 (Exhibit 'A'), located at 2591 Page Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

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

1. That one 2018 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:49p.m.

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

Filed and Recorded: 03/07/2024 03:45:52 PM
2024-00002136 DEED Total Pages: 4
Tina Petty, Bowie County Clerk

2025-057 EXH A
S-795

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Special Warranty Deed with Vendor's Lien

Date:	**11/22/2023**
Grantor:	**219 Marshall, LLC a Delaware Limited Liability Company**
Grantor's Mailing Address:	**P.O. Box 741209** **Houston, TX 77274-1209**
Grantee:	**Jonathan Todd Fowler**
Grantee's Mailing Address:	**2900 Main Street, Texarkana, TX 75503**

Consideration: A promissory note of even date executed by Grantee and payable to the order of Grantor in the principal amount of **$ 48,500.00** which is secured by a first and superior vendor's lien and superior title retained in this deed and by a first-lien deed of trust of even date from Grantee to Jose Martinez, Trustee, for the benefit of Grantor.

Property (including any improvements): All that certain tract or parcel of land (together with all improvements thereon, if any) situated in **Bowie** County, Texas, being more particularly described as, **1.842 Acres, more or less, out of the R.E. Sevey Survey, Abstract 523, (Bowie CAD Tract #36C), City of Texarkana, Bowie County, Texas (Volume 4593, Page 107, Deed Records, Bowie County, Texas).**

Reservations from Conveyance: All Oil, Gas and other Minerals in an under that may be produced from the property.

Exceptions to Conveyance and Warranty: Liens described as part of the Consideration and any other liens described in this deed as being either assumed or subject to which title is taken; validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; any discrepancies, conflicts, or shortages in area or boundary lines; any encroachments or overlapping of improvements; all rights, obligations, and other matters arising from and existing by reason of the County in which the Property is located; and taxes for the current year, which Grantee assumes and agrees to pay, and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns

Initials: JF

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

against every person whomsoever lawfully claiming or to claim the same or any part thereof, when the claim is by, through, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

As a material part of the Consideration for this deed, Grantor and Grantee agree that Grantee is taking the Property "AS IS, WHERE IS" with any and all latent and patent faults and defects and that there is no warranty by Grantor that the Property has a particular financial value or is fit for a particular purpose. Grantee Acknowledges and stipulates that Grantee is not relying on any representation, statement, or other assertion with respect to the Property condition but is relying on Grantee's examination of the Property. Grantee takes the Property with the express understanding and stipulation that there are no express or implied warranties, except for the special warranties of title set forth in this deed.

The vendor's lien against and superior title to the Property are retained until the promissory note described is fully paid according to its terms, at which time this deed will become absolute.

When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

219 Marshall, LLC a Delaware Limited Liability Company, acting by and through its Member, 219 Marshall Trust

By: _____
Jose Martinez, Authorized Signer

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

This instrument was acknowledged before me on the 22 day of NOV., 2023, by Jose Martinez, Authorized Signer of 219 Marshall Trust, Member of 219 Marshall, LLC a Delaware Limited Liability Company.

(SEAL) Sandra Benavides My Commission Expires 4/13/2026 Notary ID 126339220

_____
Notary Public, State of Texas

Sandra Benavides
Notary Name Printed or Typed

My Commission Expires:

_____

Sandra Benavides My Commission Expires 4/13/2026 Notary ID 126339220

Initials: JF

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

Grantee's Acceptance of Deed

Grantee accepts the attached deed and consents to its form and substance. Grantee acknowledges that the terms of the deed conform with Grantee's intent and that they will control in the event of any conflict with the contract Grantee signed regarding the Property described in the deed. Grantee waives and releases all claims against Grantor, including fraud and fraudulent inducement against Grantor and all persons and entities associated with Grantor.

GRANTEE(S):

Jonathan Todd Fowler

THE STATE OF TEXAS §
§
COUNTY OF Bowie §

This instrument was acknowledged before me on the 22 day of NOV, 2023, by **Jonathan Todd Fowler.**

(SEAL)

Notary Public, State of Texas

My Commission Expires:

J. Loyd

Notary Name Printed or Typed

RETURN TO:
219 Marshall, LLC a Delaware Limited Liability Company
P.O. Box 741209
Houston, TX 77274-1209

J Loyd
MY COMMISSION EXPIRES
9/26/2025
NOTARY ID: 4700265

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

THE STATE OF TEXAS
COUNTY OF BOWIE

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Bowie County, Texas.

2024-00002136 DEED
03/07/2024 03:45:52 PM Total Fees: $33.00

Tina Petty,County Clerk
Bowie County, Texas

Tina Petty

Attachment: 2025-057 ORD SUP 2591 Page signed (4482 : 2025-057 ORD SUP HUD code mnfctrd home 2591 Page Street)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 4/15/2025 12:15 PM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-058 granting a Specific Use Permit to allow a HUD code manufactured home on Lots 16-18, Block 3, City IMPROV CO West Side 2ND, located at 502 Sulphur Street (Ward 1). Leticia Perez, owner.		

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

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 Leticia Perez, owner for a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 16-18, Block 3, City IMPROV CO West Side 2nd, located at 502 Sulphur Street. The property is zoned Single Family-3.

The Future Land Use Map has designated this property as "Neighborhood Residential".

The adjacent zoning is Single Family-3 to the north, south, east, and west. The adjacent land usage is vacant land to the north, south, west, and residential to the east.

Staff recommend approval of this request with the following stipulations:

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

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.

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend 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 7, 2025

Attachments

a. 2025-058 ORD SUP HUD code mnfctrd home 502 Bertha (DOCX)
b. 2025-058 ATTH 01 (Maps) (PDF)
c. 2025-058 Goals & Perspectives (DOCX)
d. 2025-058 ORD SUP 502 Sulphur signed (PDF)

Staff Coordination

Building Code Administration		Chiquita Burks	Reviewer	Skipped
	04/09/2025 4:20 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	04/10/2025 7:00 AM			
City Manager	David Orr	Reviewer	Completed	04/10/2025 7:49 AM
City Council	Jennifer Evans	Meeting	Completed	04/14/2025 6:00 PM

Meeting History

04/14/25 City Council MOVED FORWARD Next: 05/12/25
Mashell Daniel briefed this agenda item.

S-808

ORDINANCE NO. 2025-058

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-808 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 16-18, BLOCK 3, CITY IMPROV CO WEST SIDE 2ND, LOCATED AT 502 SULPHUR 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 16-18, Block 3, City IMPROV CO West Side 2nd, located at 502 Sulphur 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** 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-808 for the location of a HUD code manufactured home** on **Lots 16-18, Block 3, City IMPROV CO West Side 2nd, located at 502 Sulphur Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-058 ORD SUP HUD code mnfctrd home 502 Bertha (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

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

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

_____ _____

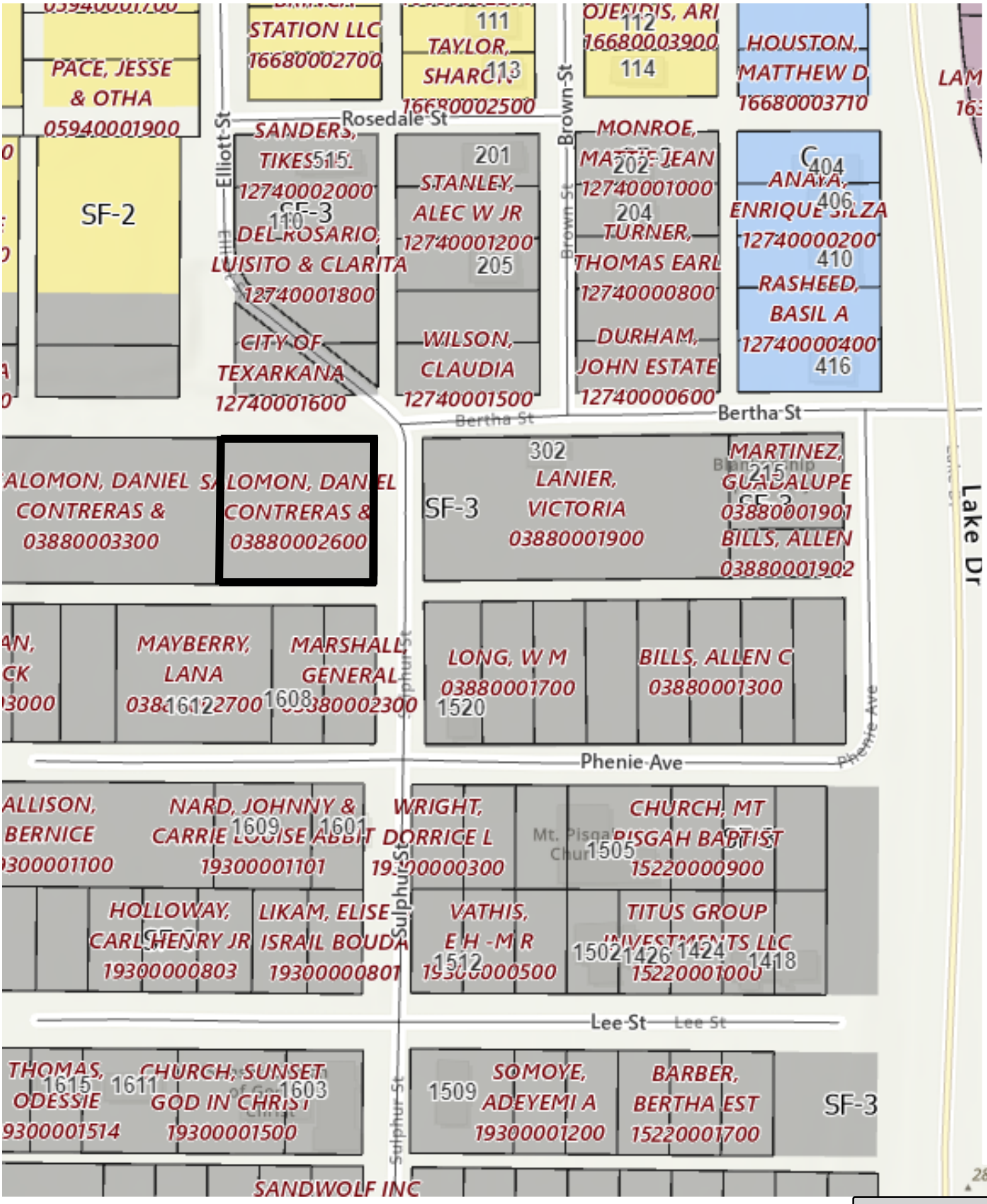
JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-058 ORD SUP HUD code mnfctrd home 502 Bertha (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

2025-058 ATTH 01

S-808

502 Sulphur Street



Attachment: 2025-058 ATTH 01 (Maps) (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

2025-058 ATTH 01
S-808

502 Sulphur Street

Attachment: 2025-058 ATTH 01 (Maps) (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-058 Goals & Perspectives (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

S-808

ORDINANCE NO. 2025-058

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-808 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 16-18, BLOCK 3, CITY IMPROV CO WEST SIDE 2ND, LOCATED AT 502 SULPHUR 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 16-18, Block 3, City IMPROV CO West Side 2nd, located at 502 Sulphur 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** 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-808 for the location of a HUD code manufactured home** on **Lots 16-18, Block 3, City IMPROV CO West Side 2nd, located at 502 Sulphur Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2025-058 ORD SUP 502 Sulphur signed (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

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

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the 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. 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: 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 **12th day of May, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:50p.m.

Attachment: 2025-058 ORD SUP 502 Sulphur signed (4483 : 2025-058 ORD SUP HUD code mnfctrd home 502 Sulphur Street)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/5/2025 3:37 PM

Lead Department: Planning and Community Development **Action Officer:** Vashil Fernandez, PCD Director

Subject: Resolution No. 2025-067 authorizing an application, in honor of Eddie Mathews, and the placement of a historical marker at the Swanger Complex from the Texas Historical Commission.

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The City of Texarkana, Texas, seeks to commemorate its rich historical heritage by authorizing the application and the placement of a historical marker for Eddie Mathews on city property. The placement of a historical marker at the Swanger Complex, an important athletic and community gathering place, would appropriately honor the legacy of Eddie Mathews and educate future generations about his contributions to the game of baseball and the city of Texarkana.

Historical Marker Summary:

Eddie Mathews was a legendary Major League Baseball third baseman known for his powerful left-handed swing. Born in 1931 in Texarkana, Texas, he grew up in California and debuted in the MLB with the Boston Braves in 1952. Remarkably, he played for the Braves in all three of their home cities—Boston, Milwaukee, and Atlanta. Over his career, Mathews hit 512 home runs, drove in 1,453 runs, and maintained a .271 batting average. He was the seventh player in MLB history to reach the 500-home run milestone. Mathews formed a historic home run duo with Hank Aaron, hitting a combined 863 home runs between 1954 and 1966. He won two World Series titles, one with the Braves in 1957 and another with the Tigers in 1968. Ty Cobb once praised Mathews for having one of the few perfect swings in baseball. After his playing days, he managed the Atlanta Braves from 1972 to 1974. Mathews was inducted into the Baseball Hall of Fame in 1978 and passed away in 2001 at age 69.

Potential Options:

Approve

Deny

Fiscal Implications:

Fiscal implications will include

1. **Eddie Mathews Historical Marker- a cost of $2,450.**

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Historic Landmark Preservation Commission

Board/Committee Recommendation:

The Historic Landmark Preservation Commission supports the marker subject and location.

Advisory Board/Committee Meeting Date and Minutes:

April 30, 2025

Attachments

a. 2025-067 RES Historical Marker Placement (DOCX)
b. 2025-067 Goals & Perspectives (DOCX)
c. 2025-067 RES Historical Marker Placement signed (PDF)

Staff Coordination

City Attorney	Jeffery C. Lewis	Department Head Review	Completed	05/08/2025 2:56 PM
City Manager	David Orr	City Manager Review	Completed	05/08/2025 9:21 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025 - 067

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE APPLICATION AND THE PLACEMENT OF A HISTORICAL MARKER HONORING EDDIE MATHEWS AT THE SWANGER COMPLEX IN TEXARKANA, TEXAS, FROM THE TEXAS HISTORICAL COMMISSION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Eddie Mathews, born in 1931 in Texarkana, Texas, rose to national prominence as one of Major League Baseball's greatest third basemen, known for his powerful left-handed swing and remarkable achievements; and

WHEREAS, Mathews made his Major League debut with the Boston Braves in 1952 and is uniquely distinguished as the only player to have represented the Braves franchise in all three of its home cities: Boston, Milwaukee, and Atlanta; and

WHEREAS, over his legendary career, Mathews hit 512 home runs, recorded 1,453 RBIs, and earned two World Series titles, earning induction into the National Baseball Hall of Fame in 1978; and

WHEREAS, as a native son of Texarkana, Eddie Mathews exemplifies the values of excellence, perseverance, and sportsmanship, and remains a source of pride and inspiration for the Texarkana community; and

WHEREAS, the placement of a historical marker at the Swanger Complex, an important athletic and community gathering place, would appropriately honor the legacy of Eddie Mathews and educate future generations about his contributions to the sport of baseball and the city of Texarkana; and

WHEREAS, recognizing local history through commemorative markers strengthens community identity, preserves cultural heritage, and fosters civic pride.

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

SECTION 1. The City Council hereby authorizes the application and the placement of a historical marker from the Texas Historical Commission at the above-described designated location on city property.

SECTION 2. The City Manager or designee is authorized to coordinate with the Texas Historical Commission, city departments, and relevant stakeholders to facilitate the installation and maintenance of the historical markers.

SECTION 3. 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 **12th day of May, 2025**.

Attachment: 2025-067 RES Historical Marker Placement [Revision 1] (4499 : 2025-067 RES Placing A Historical Markers on City property)

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-067 RES Historical Marker Placement [Revision 1] (4499 : 2025-067 RES Placing A Historical Markers on City property)

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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-067 Goals & Perspectives (4499 : 2025-067 RES Placing A Historical Markers on City property)

RESOLUTION NO. 2025 - 067

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE APPLICATION AND THE PLACEMENT OF A HISTORICAL MARKER HONORING EDDIE MATHEWS AT THE SWANGER COMPLEX IN TEXARKANA, TEXAS, FROM THE TEXAS HISTORICAL COMMISSION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Eddie Mathews, born in 1931 in Texarkana, Texas, rose to national prominence as one of Major League Baseball's greatest third basemen, known for his powerful left-handed swing and remarkable achievements; and

WHEREAS, Mathews made his Major League debut with the Boston Braves in 1952 and is uniquely distinguished as the only player to have represented the Braves franchise in all three of its home cities: Boston, Milwaukee, and Atlanta; and

WHEREAS, over his legendary career, Mathews hit 512 home runs, recorded 1,453 RBIs, and earned two World Series titles, earning induction into the National Baseball Hall of Fame in 1978; and

WHEREAS, as a native son of Texarkana, Eddie Mathews exemplifies the values of excellence, perseverance, and sportsmanship, and remains a source of pride and inspiration for the Texarkana community; and

WHEREAS, the placement of a historical marker at the Swanger Complex, an important athletic and community gathering place, would appropriately honor the legacy of Eddie Mathews and educate future generations about his contributions to the sport of baseball and the city of Texarkana; and

WHEREAS, recognizing local history through commemorative markers strengthens community identity, preserves cultural heritage, and fosters civic pride.

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

SECTION 1. The City Council hereby authorizes the application and the placement of a historical marker from the Texas Historical Commission at the above-described designated location on city property.

SECTION 2. The City Manager or designee is authorized to coordinate with the Texas Historical Commission, city departments, and relevant stakeholders to facilitate the installation and maintenance of the historical markers.

SECTION 3. 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 **12th day of May, 2025**.

Attachment: 2025-067 RES Historical Marker Placement signed (4499 : 2025-067 RES Placing A Historical Markers on City property)

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:52 p.m.

Attachment: 2025-067 RES Historical Marker Placement signed (4499 : 2025-067 RES Placing A Historical Markers on City property)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/9/2025 9:55 AM

Lead Department: Planning and Community Development **Action Officer:** Vashil Fernandez, PCD Director

Subject: Resolution No. 2025-068 authorizing the identification and marking of the historic route of Trammel's Trace through Texarkana, Texas.

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

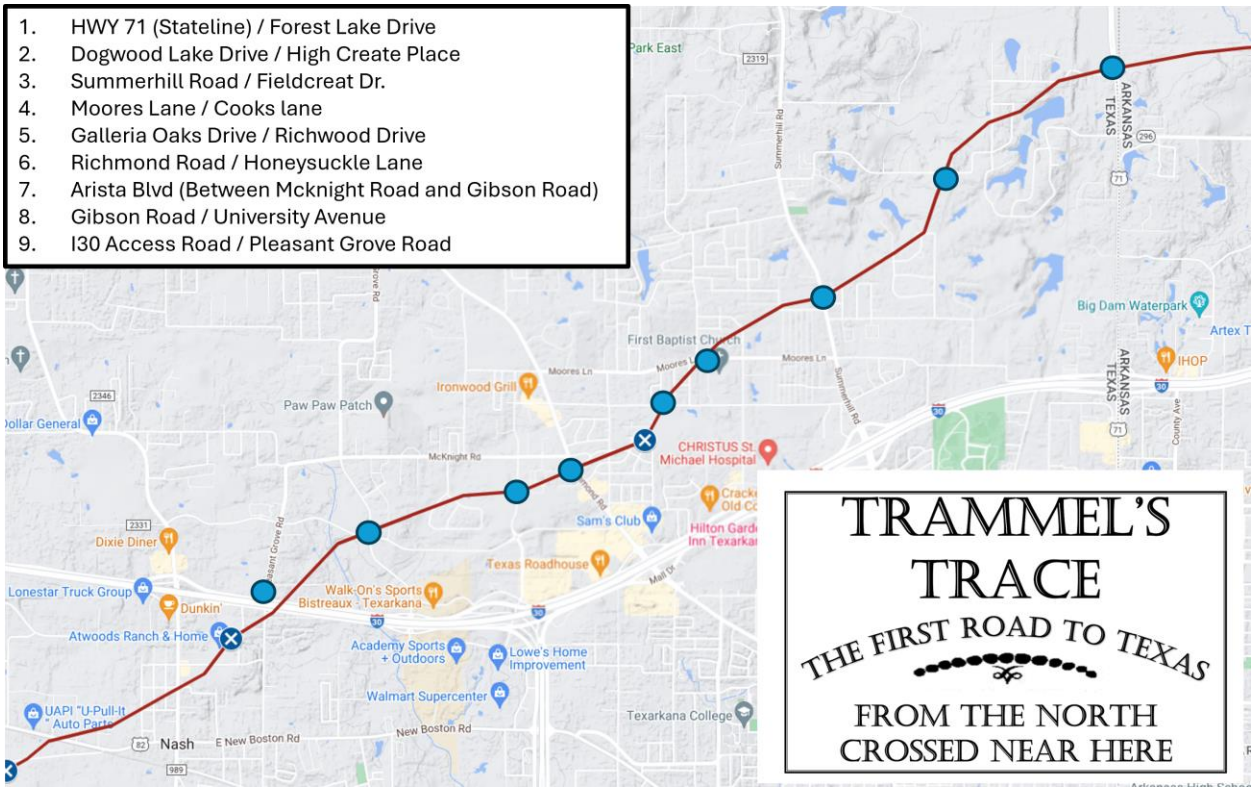
The City of Texarkana, Texas, seeks to commemorate its rich historical heritage by authorizing the identification and marking of the historic route of Trammel's Trace on Texarkana City Streets. The identification and marking of this historic route through Texarkana will preserve and promote the city's cultural heritage, enhance historical education, and encourage heritage tourism

Trammel's Trace Overview and Map:

Overview: The first road to Texas from the north was an early Caddo trail that became the primary access for Anglo settlers from Kentucky, Tennessee, Missouri, and Arkansas. It is shown on the 1841 Republic of Texas boundary survey entering Texas between mile markers 102 and 103. After it crossed what is now State Line Avenue just north of Interstate 30, the road continued to the southwest across what is now North Texarkana. Precise points along its 180-mile route to Nacogdoches are shown on many Original Texas Land Surveys of Texas. Notable ferry crossings along the route included Epperson's Ferry on the Sulphur River and Ramsdale's Ferry on the Sabine River. Trammel's Trace is named for Nicholas Trammell (1780-1856), one of many Tennesseans who emigrated to Pecan Point on the Red River in 1819. Trammell later settled east of Old Washington, Arkansas, and finally near La Grange, Texas.

Map of Trammel's Trace through Texarkana and example sign to be placed along the general route.

City of Texarkana, Texas



Potential Options:

Approve or deny

Fiscal Implications:

Fiscal implications will include

1. **$1,200 for the complete project (poles, sign sheeting and sign blanks)**

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Historic Landmark Preservation Commission

Board/Committee Recommendation:

The Historic Landmark Preservation Commission supports Trammel's Trace Signage.

Advisory Board/Committee Meeting Date and Minutes:

Attachments

a. 2025-068 Goals & Perspectives (DOCX)
b. 2025-068 RES Identifying and Marking Trammel's Trace Through the City (DOCX)
c. 2025-068 RES Trammel's Trace signed (PDF)

City of Texarkana, Texas

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review Completed	05/08/2025 10:30 AM
City Manager	David Orr	City Manager Review	Completed	05/08/2025 9:19 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 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:	

Resource Impact:	
Staff time required if item is approved:	No Additional
Other Potential Impacts:	

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:			

Attachment: 2025-068 Goals & Perspectives (4500 : 2025-068 RES Identifying and Marking Trammel's Trace Through the City)

Attachment: 2025-068 RES Identifying and Marking Trammel's Trace Through the City (4500 : 2025-068 RES Identifying and Marking Trammel's

RESOLUTION NO. 2025 - 068

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE IDENTIFYING AND MARKING OF THE HISTORIC ROUTE OF TRAMMEL'S TRACE THROUGH TEXARKANA, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Trammel's Trace is recognized as the first road into Texas from the north, originally established as an early Caddo trail and later becoming a major route for Anglo-American settlers migrating from Kentucky, Tennessee, Missouri, and Arkansas; and

WHEREAS, this trail is shown on the 1841 Republic of Texas boundary survey entering Texas between mile markers 102 and 103, and historical evidence indicates it crossed what is now State Line Avenue, just north of Interstate 30, before continuing southwest across present-day North Texarkana; and

WHEREAS, the 180-mile route of Trammel's Trace to Nacogdoches is documented on numerous original Texas land surveys, with notable ferry crossings including Epperson's Ferry on the Sulphur River and Ramsdale's Ferry on the Sabine River; and

WHEREAS, Trammel's Trace is named for Nicholas Trammell (1780–1856), a Tennessean who emigrated to Pecan Point on the Red River in 1819, later settling east of Old Washington, Arkansas, and eventually near La Grange, Texas; and

WHEREAS, the identification and marking of this historic route through Texarkana will preserve and promote the city's cultural heritage, enhance historical education, and encourage heritage tourism; and

WHEREAS, the City of Texarkana supports efforts to research, document, and visibly mark the trail's path in collaboration with historians, preservationists, and the Texas Historical Commission.

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

SECTION 1. That the City Council hereby authorizes the identification and marking of the historic route of Trammel's Trace through Texarkana, Texas.

SECTION 2. That the City supports working in coordination with relevant historical organizations, researchers, and governmental entities to determine accurate trail alignment, design appropriate signage or markers, and oversee installation at designated public locations.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

RESOLUTION NO. 2025 - 068

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE IDENTIFYING AND MARKING OF THE HISTORIC ROUTE OF TRAMMEL'S TRACE THROUGH TEXARKANA, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Trammel's Trace is recognized as the first road into Texas from the north, originally established as an early Caddo trail and later becoming a major route for Anglo-American settlers migrating from Kentucky, Tennessee, Missouri, and Arkansas; and

WHEREAS, this trail is shown on the 1841 Republic of Texas boundary survey entering Texas between mile markers 102 and 103, and historical evidence indicates it crossed what is now State Line Avenue, just north of Interstate 30, before continuing southwest across present-day North Texarkana; and

WHEREAS, the 180-mile route of Trammel's Trace to Nacogdoches is documented on numerous original Texas land surveys, with notable ferry crossings including Epperson's Ferry on the Sulphur River and Ramsdale's Ferry on the Sabine River; and

WHEREAS, Trammel's Trace is named for Nicholas Trammell (1780–1856), a Tennessean who emigrated to Pecan Point on the Red River in 1819, later settling east of Old Washington, Arkansas, and eventually near La Grange, Texas; and

WHEREAS, the identification and marking of this historic route through Texarkana will preserve and promote the city's cultural heritage, enhance historical education, and encourage heritage tourism; and

WHEREAS, the City of Texarkana supports efforts to research, document, and visibly mark the trail's path in collaboration with historians, preservationists, and the Texas Historical Commission.

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

SECTION 1. That the City Council hereby authorizes the identification and marking of the historic route of Trammel's Trace through Texarkana, Texas.

SECTION 2. That the City supports working in coordination with relevant historical organizations, researchers, and governmental entities to determine accurate trail alignment, design appropriate signage or markers, and oversee installation at designated public locations.

PASSED AND APPROVED in Regular Council Session on this the **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:54 p.m.

Attachment: 2025-068 RES Trammel's Trace signed (4500 : 2025-068 RES Identifying and Marking Trammel's Trace Through the City)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/5/2025 2:06 PM

Lead Department: Planning and Community Development **Action Officer:** Vashil Fernandez, PCD Director

Subject: Resolution No. 2025-069 supporting a grant application to the Texas Department of Transportation for the 2025 Transportation Set-Aside (TA) Call for Projects for Richmond Road.

Briefing: 5/12/2025 **Public Hearing:** 5/12/2025 **Council Vote:** 5/12/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The Texas Department of Transportation (TxDOT) issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Programs.

The TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Texarkana would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA fund

The funding applications and preliminary plans for the proposed new sidewalks were developed from the Texarkana MPO Regional Active Transportation (Bike/Ped) Master Plan and the MPO Sidewalk Inventory.

This project would provide a 10' wide concrete shared use path along FM559 from Galleria Oaks Drive to University Avenue and would include a 6' wide concrete sidewalk along the opposite side of the same route. The project would also include traffic signal upgrades at multiple intersections to accommodate pedestrian crossing signals where they do not currently exist.

Potential Options:

- Approve
- Deny

Fiscal Implications:

Total Project Estimate: **$4,896,320** (grant request)

The City is eligible for Transportation Development Credit, which covers all of our Match requirement.

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-069 RES supporting Grant Application to TXDOT for Richmond Road (DOC)
b. 2025-069 Goals & Perspectives (DOCX)
c. 2025-069 ATTH 01 Richmonbd Rod Project Map (PDF)
d. 2025-069 RES grant app TxDOT Richmond signed (PDF)

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review Completed	05/08/2025 10:31 AM
City Manager	David Orr	City Manager Review	Completed	05/08/2025 9:22 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

Attachment: 2025-069 RES supporting Grant Application to TXDOT for Richmond Road (4501 : 2025-069 RES grant app to TxDOT for Richmond

RESOLUTION NO. 2025 - 069

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, SUPPORTING TEXARKANA'S APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2025 TRANSPORTATION ALTERNATIVES SET-ASIDE (TA) CALL FOR PROJECTS FOR RICHMOND ROAD; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texas Department of Transportation (TxDOT) issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Programs; and

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, estimates, environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Texarkana would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds.

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

SECTION 1: The City Council supports funding the project, Richmond Road Bicycle & Pedestrian improvements, as described in the local government's 2025 TA detailed application (including the construction budget, TxDOT's administrative cost, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City Council is willing and able to authorize, by resolution or ordinance, the local government to enter into an agreement with TxDOT should the project be selected for funding.

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 **12th day of May, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

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:

Attachment: 2025-069 Goals & Perspectives (4501 : 2025-069 RES grant app to TxDOT for Richmond Rd)

Texarkana - FM559 (Richmond Road) Bicycle and Pedestrian Improvements

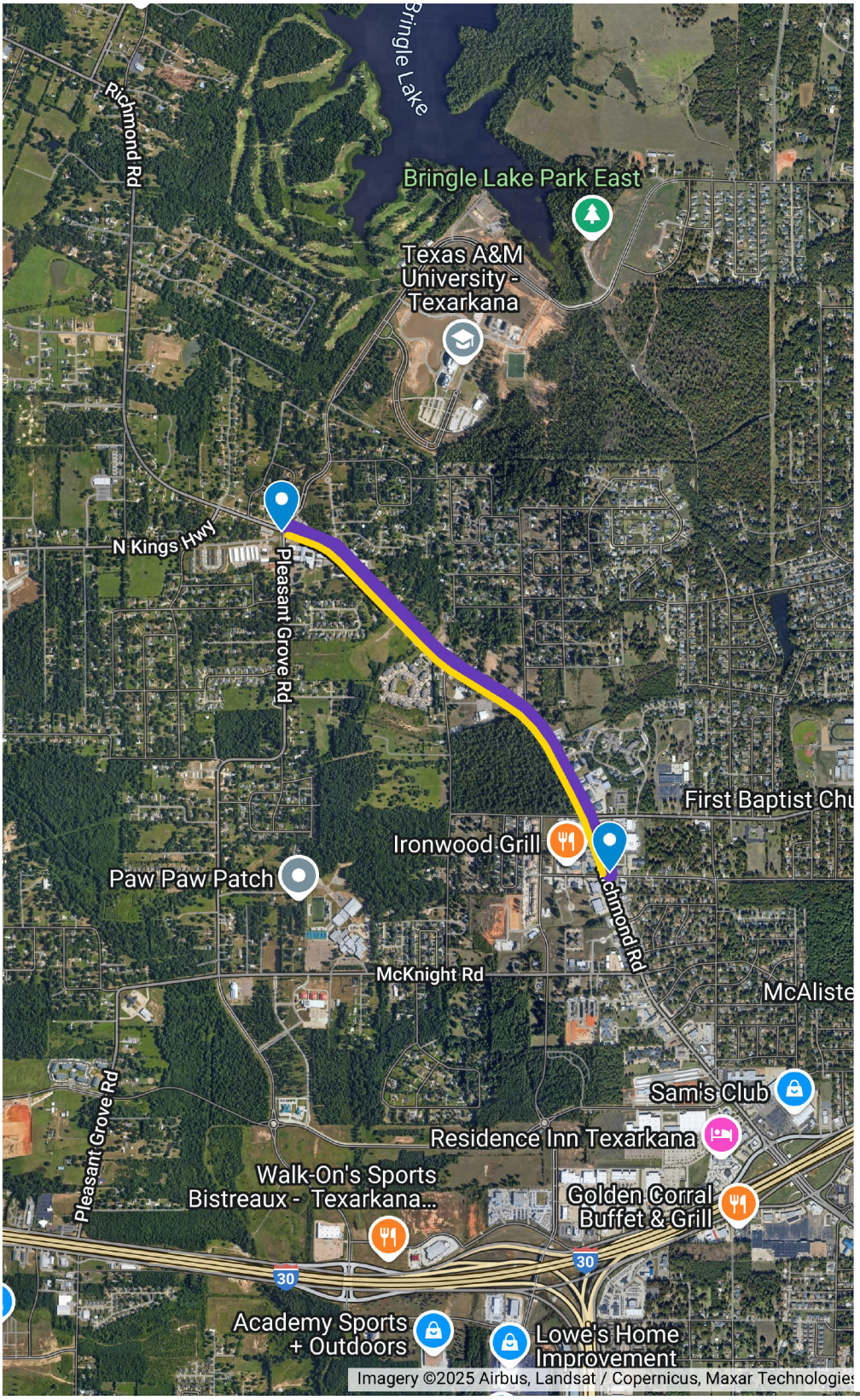
Richmond Road Bicycle and Pedestrian Improvements

10' conc. shared use path

Beginning

Ending

6' conc. sidewalk w/ 3' typ. buffer



Attachment: 2025-069 ATTH 01 Richmonbd Rod Project Map (4501 : 2025-069 RES grant app to TxDOT for Richmond Rd)

RESOLUTION NO. 2025 - 069

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, SUPPORTING TEXARKANA'S APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2025 TRANSPORTATION ALTERNATIVES SET-ASIDE (TA) CALL FOR PROJECTS FOR RICHMOND ROAD; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texas Department of Transportation (TxDOT) issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Programs; and

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, estimates, environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Texarkana would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds.

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

SECTION 1: The City Council supports funding the project, Richmond Road Bicycle & Pedestrian improvements, as described in the local government's 2025 TA detailed application (including the construction budget, TxDOT's administrative cost, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City Council is willing and able to authorize, by resolution or ordinance, the local government to enter into an agreement with TxDOT should the project be selected for funding.

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 **12th day of May, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:55 p.m.

Attachment: 2025-069 RES grant app TxDOT Richmond signed (4501 : 2025-069 RES grant app to TxDOT for Richmond Rd)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 4:54 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Public Hearing Continued: Summit Utilities proposed natural gas rate increase [effective date of increase suspended by Resolution No. 2025-023 to July 31, 2025]. No council action will be required at this meeting. First public hearing was held on April 14. Second public hearing was held on May 12, but not closed. Council action on this proposal, together with City staff recommendations, will be tentatively scheduled for the July 14 regular meeting.

Attachments