



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 23, 2016

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	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Kristin Peeples, Karey Parker, Sherry Jackson Hawkins, Dusty Henslee, Kyle Dooley, David Orr, Lisa Thompson, Jim Powell, Charles Kreidler, Dan Shiner, JoAnne Gray, Rea Donna Jones, Jennifer Strayhorn, and Jerry Sparks.

Legal Counsel: Jeff Lewis

II. INVOCATION AND PLEDGE BY COUNCIL MEMBER JOSH DAVIS

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

Monday, June 6, 2016 at 6:00 p.m. ("Capital Improvement Plan" workshop)
Monday, June 13, 2016 at 6:00 p.m.
Monday, June 27, 2016 at 6:00 p.m.
Monday, July 11, 2016 at 6:00 p.m.
Saturday, July 16, 2016 at 9:00 a.m. ("Strategic Planning" workshop - location TBD)
Monday, July 25, 2016 at 6:00 p.m.

Parks & Recreation Events:

May 26th Movies in the Park - "Inside Out" Spring Lake Park

June 2nd

Movies in the Park - "The Peanuts Movie"

Spring Lake Park

Movies will start at 7:45 p.m.

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

Mayor Bruggeman introduced LEISD Police Chief Mike Landers and three fifth grade students who were honored for their recent achievement and graduation from the D.A.R.E. program (Drug Abuse Resistance Education). The 2016 D.A.R.E. Trophy Winners were: 1st Place - Jakaeleix Johnson, 2nd Place - Aleesha Wooten, and 3rd Place - Maria Collins.

Chief Landers gave a brief history of how the D.A.R.E. program started in the year 1983 in Los Angeles, California and how it has grown throughout the United States and beyond. Chief Landers has worked with the D.A.R.E. program for almost 20 years, educating students about the consequences of their choices. All three students were personally congratulated by Mayor Bruggeman and Council Member Ray presented each student with a city lapel pin.

Mayor Bruggeman thanked Chief Landers, the students' parents and teachers, Ms. Johnson and Ms. Henderson, for their hard work in contributing to the success and promising future ahead of each student honored.

Presentations**1. 2016 Internship Program Recognition**

Mayor Bruggeman presented Heath Coston and Alexander Gray certificates of appreciation and city lapel pins for completing the 2016 Internship Program with the Planning & Community Development Department. Mr. Coston and Mr. Gray are interns from Texas A&M University - Texarkana. Both recipients thanked David Orr and his department for the opportunity to give something back to the community.

2. 2016 Texarkana Crime Statistics Report

Police Chief Dan Shiner presented the report.

Appointments to Boards & Commissions

There were no appointments made to any board or commission.

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

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

There were no public comments made at Open Forum.

V. ITEMS FOR CONSIDERATION***Consent Items***

(6:47 p.m.)

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

1. Consider approval of the minutes of the Regular Meeting of the City Council held on May 9, 2016 at 6:00 PM.
2. Consider approval of the minutes of the Workshop Meeting of the City Council held on May 16, 2016 at 6:15 PM.

Action Items - None**VI. FIRST BRIEFINGS**

1. Resolution No. 2016-056 authorizing staff to proceed with proposed necessary work to upgrade from a four-way stop to a traffic signal at the intersection of Galleria Oaks Drive and Cowhorn Creek Road.

Public Hearing: June 13, 2016
Second Briefing: June 27, 2016
Council Vote: July 11, 2016

Kyle Dooley briefed this item. City Manager Whitson made additional comments.

RESULT:	MOVED FORWARD	Next: 6/13/2016 6:00 PM
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2. Ordinance No. 2016-057 amending PD-02-13(GR) for revising the site plan to allow a building expansion on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive. Bowie County Farm Bureau, applicant. Aaron Gaylor, agent.

Public Hearing: June 13, 2016
Second Briefing: June 27, 2016
Council Vote: July 11, 2016

David Orr briefed this item.

RESULT:	MOVED FORWARD
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Next: 6/13/2016 6:00 PM

3. Resolution No. 2016-058 authorizing the City Manager to enter into a contract with J. R. Pope Company, Inc. in an amount not to exceed ONE HUNDRED SEVEN THOUSAND THREE HUNDRED TWENTY DOLLARS (\$107,320) for the concrete replacement for Meadowland Drive and Sunny Street construction project.

Public Hearing: June 13, 2016

Second Briefing: June 27, 2016

Council Vote: July 11, 2016

Dusty Henslee briefed this item.

RESULT:	MOVED FORWARD
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Next: 6/13/2016 6:00 PM

4. Resolution No. 2016-059 authorizing support for a Cultural District Application to the Texas Commission for the Arts.

Public Hearing: June 13, 2016

Second Briefing:

Council Vote: June 13, 2016

David Orr briefed this item.

RESULT:	MOVED FORWARD
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Next: 6/13/2016 6:00 PM

VII. PUBLIC HEARINGS - NONE

VIII. SECOND BRIEFING WITH UPDATES - NONE

IX. SECOND BRIEFING WITHOUT UPDATES

1. Resolution No. 2016-051 authorizing the City Manager to write-off uncollectible accounts receivable.

Public Hearing: May 9, 2016

Second Briefing: May 23, 2016

Council Vote: June 13, 2016

City Manager Whitson provided council members with a spreadsheet of weed lot properties that are in arrears for each ward respectively. Mr. Whitson explained to council the current process of noticing the property owner, recording the transactions, and managing the documentation through the MyGov software system. City Attorney Jeff

Lewis asked if council would feel more comfortable with this resolution by adding a section addressing the fact that this accounting procedure is not forgiving or releasing any debt that is owed to the city. City Manager Whitson continued to answer questions for council members.

RESULT: MOVED FORWARD

Next: 6/13/2016 6:00 PM

X. ITEMS FOR DISCUSSION

Staff Updates

City Manager Whitson reminded council that the Capital Improvement Plan workshop will be held on June 6th and the Strategic Planning workshop will be held at a later date.

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council had no administrative comments for staff.

2. City Staff

Staff had no administrative comments for council.

XII. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:33 PM)

RESULT: ADOPTED [UNANIMOUS]

MOVER: Willie Ray, Ward 2

SECONDER: Brian Matthews, Ward 4

AYES: Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis

EXCUSED: Bruggeman



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/10/2016 5:02 PMLead Department: City ManagerAction Officer: Jennifer Evans, City SecretarySubject: 2016 Internship Program Recognition**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

The 2016 Internship Program has been completed by two Texas A&M – Texarkana participants. Staff would like to recognize the hard work and dedication of the two interns who have successfully completed the program: Heath Coston and Alexander Gray. Both interns worked in the Planning and Community Development Department.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Mayor to present Certificates of Appreciation to Heath Coston and Alexander Gray.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- 2016 Internship Recognition Certificates (PDF)



IN RECOGNITION OF OUTSTANDING PUBLIC SERVICE

CERTIFICATE OF APPRECIATION

AWARDED TO

Heath Costen

In recognition and appreciation for your completion of the 2016 City of Texarkana, Texas Public Service Internship Program. I deem it an honor and a privilege to present you with this Certificate of Appreciation for Outstanding Public Service.

*Bob Bruggeman, Mayor
City of Texarkana, Texas*



IN RECOGNITION OF OUTSTANDING PUBLIC SERVICE

CERTIFICATE OF APPRECIATION

AWARDED TO

Alexander Gray

In recognition and appreciation for your completion of the 2016 City of Texarkana, Texas Public Service Internship Program. I deem it an honor and a privilege to present you with this Certificate of Appreciation for Outstanding Public Service.

*Bob Bruggeman, Mayor
City of Texarkana, Texas*

City of Texarkana, Texas

Briefing SheetVersion:
Update Date: 5/18/2016 9:11 AM**Lead Department:** City Manager**Action Officer:** Jennifer Evans, City Secretary**Subject:** 2016 Texarkana Crime Statistics Report**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

At the May 9th council meeting, Mayor Bruggeman asked staff to provide a report on crime statistics in Texarkana for response to citizen inquiries from the business community.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Staff will present the report as requested.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2016 Texarkana Crime Statistics Report (2) 052316 (PDF)



CITY OF

TEXARKANA
TEXAS

3.2.a

The Real Crime Statistics

Police Department
May 2016

Attachment: 2016 Texarkana Crime Statistics Report (2)

2014/2015 Comparison

Texarkana, Texas Police Department Statistics

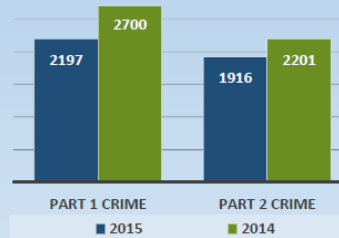


2015 ANNUAL ANALYSIS

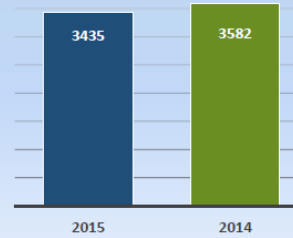
Part 1 UCR Offenses

	2015	2014	+/- %
Murder	3	1	200.0%
Rape	19	41	-53.7%
Robbery	51	63	-19.0%
Aggravated Assault	206	219	-5.9%
VIOLENT CRIME	279	324	-13.9%
Burglary	320	511	-37.4%
Theft	1474	1686	-12.6%
Auto Theft	124	179	-30.7%
PROPERTY CRIME	1918	2376	-19.3%
TOTAL PART 1 OFFENSES	2197	2700	-18.6%

UCR Offenses



Total Department Arrests



Part 2 UCR Offenses

	2015	2014	+/- %
Simple Assault	688	769	-10.5%
Forgery	57	89	-36.0%
Fraud	185	229	-19.2%
Embezzlement	38	32	18.8%
Buy/Rec/Poss Stolen Property	13	7	85.7%
Criminal Mischief	387	440	-12.0%
Weapons Offenses	17	34	-50.0%
Prostitution & Vice	1	0	100.0%
Sexual Offenses	10	13	-23.1%
Drug Law Violations	205	288	-28.8%
Family Offenses	15	9	66.7%
Driving Under the Influence	76	85	-10.6%
Liquor Law Violations	0	1	-100.0%
Public Intoxication	201	181	11.0%
Disorderly Conduct	19	22	-13.6%
Vagrancy	4	2	100.0%
TOTAL PART 2 OFFENSES	1916	2201	-12.9%

Operations Division

	Operations Activity		Traffic Unit		Total	
	2015	2014	2015	2014	2015	2014
Citations	4,349	6,504	3,393	4,619	7,742	11,123
Warnings	3,617	4,782	625	493	4,242	5,275
Offense Reports	6,125	7,708	507	570	6,632	8,278
Arrests	2,759	3,121	146	106	2,905	3,227
FI Cards	945	582	6	11	951	593
Man Days	4,404	5,358	399	619	4,803	5,977
Average	4.04	4.24	11.72	9.37	4.67	4.76

Criminal Investigation Division

Cases Assigned		Cases Cleared		Clearance Rate		
Felony	Misd	Felony	Misd	Felony	Misd	Total
937	1,568	427	789	45.6%	50.3%	48.5%



2014/2015 Comparison

Texarkana, Texas Police Department Calls for Service



2015 ANNUAL ANALYSIS

911 Calls	Officer Initiated Calls
31,917	5589

Total Calls for Police Service
<u>2015</u>
37,506
<u>2014</u>
41,021

TOP CALL LOCATIONS

<u>Residential</u>	<u>Non-Residential</u>
1. 1021/1023 College	1. 4000 New Boston
2. 3333 Nichols	2. 2400 Richmond
3. 4624 Elizabeth	3. 1000 Pine
4. 2605 Kennedy	4. 2600 Saint Michael
5. 3900 Wood	5. Spring Lake Park
6. 1601 Allen	6. 3302 Summerhill
7. 1201 Stuckey	7. 1805 New Boston
8. 1010 Dan Haskins	8. 102 Richmond Ranch
9. 4615 Summerhill	9. 402 Oak
10. 3535 S. Lake	10. 5401 N. Stateline

RESPONSE TIMES

911 Calls

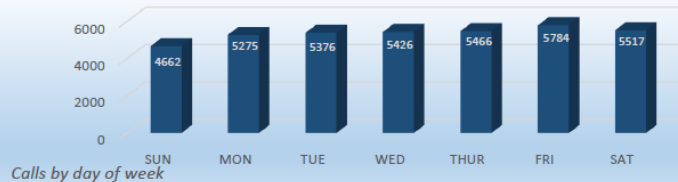
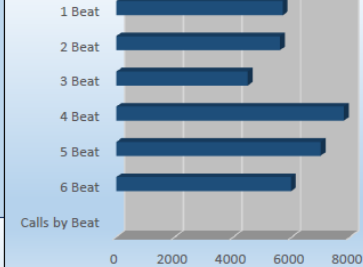
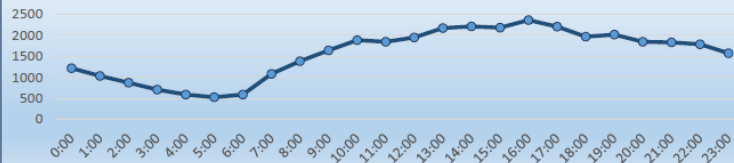
Priority 1 - 5:40
Priority 2 - 5:41
Priority 3 - 6:52
Priority 4 - 4:38

TOTAL AVERAGE RESPONSE TIME
6:00



Officer Activity

Calls for Service
by hour of day

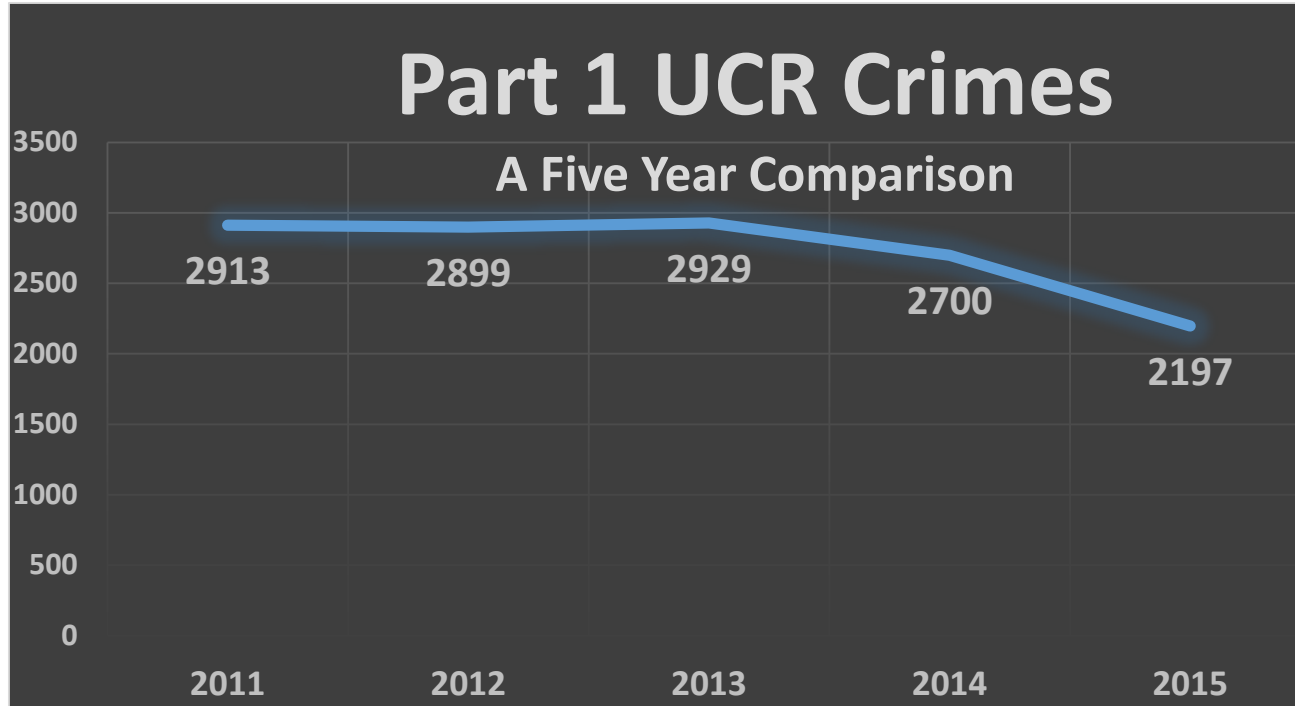


2016 Year To Date Crime Information

PART 1 OFFENSES	APRIL		YEAR TO DATE		
	2016	2015	2016	2015	+/- %
Murder	0	1	4	2	100.0%
Rape	4	1	11	7	57.1%
Robbery	4	7	8	14	-42.9%
Aggravated Assault	6	21	56	71	-21.1%
Burglary	32	32	90	98	-8.2%
Theft	110	136	385	454	-15.2%
Auto Theft	13	13	43	47	-8.5%
Total Part 1 Crimes	169	211	597	693	-13.9%
PART 2 OFFENSES	APRIL		YEAR TO DATE		
	2016	2015	2016	2015	+/- %
Simple Assault	62	70	215	237	-9.3%
Forgery	7	7	15	16	-6.3%
Fraud	4	10	40	70	-42.9%
Embezzlement	4	1	20	10	100.0%
Buy/Receive/Possess Stolen Property	2	0	14	3	366.7%
Criminal Mischief	30	31	106	124	-14.5%
Weapons Offenses	1	1	7	3	133.3%
Prostitution & Vice	0	0	0	0	0.0%
Sexual Offenses	2	1	7	5	40.0%
Drug Law Violations	22	16	101	81	24.7%
Family Offenses	1	1	13	8	62.5%
Driving Under the Influence	9	6	38	23	65.2%
Liquor Law Violations	0	0	0	0	0.0%
Public Intoxication	18	9	62	49	26.5%
Disorderly Conduct	1	0	6	2	200.0%
Vagrancy	0	0	0	0	0.0%
Total Part 2 Crimes	163	153	644	631	2.1%



Part 1 Crime Trends (2011 – 2015)

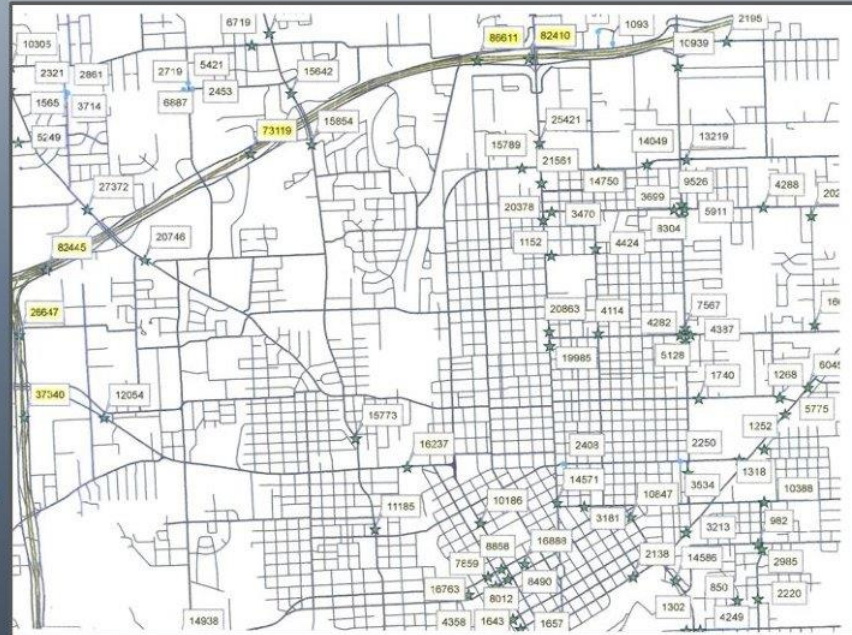


Population

Population
37,440

**Commuting
Population**
50,301

**Metropolitan
Statistical Area**
143,486



FBI Cautionary Statement

Caution against ranking

- Figures used in this *Report* were submitted voluntarily by law enforcement agencies throughout the country. **Individuals using these tabulations are cautioned against drawing conclusions by making direct comparisons between cities. Comparisons lead to simplistic and/or incomplete analyses that often create misleading perceptions adversely affecting communities and their residents.** Valid assessments are possible only with careful study and analysis of the range of unique conditions affecting each local law enforcement jurisdiction. It is important to remember that crime is a social problem and, therefore, a concern of the entire community. In addition, the efforts of law enforcement are limited to factors within its control. The data user is, therefore, cautioned against comparing statistical data of individual agencies



Points to Remember

- Texarkana is an Economic, Education, Retail and Health Care Hub for the Region
- Resident Population Totals are not Representative of the Number of People in Our Community on a Daily Basis



What Are We Doing???

- Effectively Communicating with Citizens Through Social Media (Facebook – Twitter – CrimeView)
- Problem Oriented Policing Team
- Neighborhood Area Coordinators
- Receiving assistance from citizens on identifying suspects (All media)
- Successfully closing more investigations at a rate significantly higher than the national average





CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 9, 2016

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	
Willie Ray	Ward 2	Absent	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

City Staff: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Lisa Thompson, Robby Robertson, Kyle Dooley, Sherry Jackson Hawkins, Karey Parker, Kristin Peeples, David Orr, Gary Smith, and Jerry Sparks.

Legal Counsel: Jeff Lewis

II. INVOCATION AND PLEDGE BY MAYOR BOB BRUGGEMAN

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

Monday, May 23, 2016 at 6:00 p.m.

Monday, June 13, 2016 at 6:00 p.m.

Monday, June 27, 2016 at 6:00 p.m.

Monday, July 11, 2016 at 6:00 p.m.

Parks & Recreation Events:

May 14th

Texarkana Soccer Tournament

Wallace Park

May 14th

Volleyball Tournament

Bringle West Park

May 14th

Community Yard Sale & Electronics
Recycling Day

Spring Lake Park

Minutes Acceptance: Minutes of May 9, 2016 6:00 PM (Consent Items)

May 19 th	Movies in the Park - "Goosebumps"	Spring Lake Park
May 21 st	Softball Tournament	Wallace and Karrh Parks

Movie will start at 7:45 p.m.

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

National Peace Officers Memorial:

The National Peace Officers Memorial will take place at 10:00 a.m. on Wednesday, May 11th at the Sullivan Performing Arts Center located at 3941 Summerhill Road.

Upcoming Neighborhood Meetings:

Beverly - Thursday, May 12th from 6:00 p.m. - 8:00 p.m. at Texarkana College, Levi Hall in BCT Building, 2500 Robison Road

Farmer's Market to Open:

This year's market will open on Saturday May 14th and run through Saturday, August 13th. Shopping days are Tuesday, Thursday and Saturday from 7:00 a.m. - 12:00 noon or until sold out. The market is located at 305 Texas Boulevard.

Mayor Bruggeman announced that this council meeting was the last one for Texarkana Gazette Reporter Becky Bell. Ms. Bell will be relocating to the Pine Bluff area and will begin working for the Arkansas Democrat-Gazette. The Mayor expressed well wishes to Ms. Bell in her new position and thanked her for displaying a pleasant demeanor and attitude while covering the council meetings. Ms. Bell made a few closing comments.

Mayor Bruggeman congratulated Kristin Peebles for the first week in her new position as Chief Financial Officer. Mayor Bruggeman thanked Texarkana Chamber of Commerce President Mike Malone for joining the council meeting.

Appointments to Boards & Commissions

Mayor Bruggeman reappointed Don Morriss to the TexAmericas Board of Directors.

1. Motion to make appointments/reappointments to boards and commissions.

(6:12 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Josh Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

IV. PROCLAMATION PRESENTATION

Minutes Acceptance: Minutes of May 9, 2016 6:00 PM (Consent Items)

Kids to Parks Day Proclamation - May 21, 2016

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

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

Dee Bell gave a huge "Thanks!" to Parks & Wellness Director Robby Robertson and staff for maintaining and improving the use of various city parks. Mr. Bell commented that Texarkana's city parks have numerous activities, hiking, and biking trails for both adults and children to enjoy. Mr. Bell also commended the city council for its efforts and support in providing a quality of life that makes Texarkana a great place to live, work, and play.

VI. ITEMS FOR CONSIDERATION*Consent Items*

(6:23 p.m.)

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

1. Consider approval of the minutes of the Regular Meeting of the City Council held on April 25, 2016 at 6:00 PM.

Action Items

2. Ordinance No. 2016-029 amending Chapter 140 entitled "Zoning" of the Code of Ordinances of the City of Texarkana, Texas, by amending regulations for Changeable Electronic Variable Message Signs (CEVMS) pertaining to sign size, nonconforming signs, damaged signs and definitions.

Public Hearing: April 11, 2016
 Second Briefing: April 25, 2016
 Council Vote: May 9, 2016

(6:25 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tina Veal-Gooch, Ward 3
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

3. Ordinance No. 2016-030 amending Chapter 140 entitled "Zoning" of the Code of Ordinances of the City of Texarkana, Texas, by amending regulations for Changeable Electronic Variable Message Signs (CEVMS) pertaining to prohibiting CEVMS along certain corridors.

Public Hearing: April 11, 2016

Second Briefing: April 25, 2016

Council Vote: May 9, 2016

(6:27 p.m.)

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

4. Ordinance No. 2016-040 amending Chapter 140, Article V, Sec. 106, Historical Designation of the Code of Ordinances of the City of Texarkana, Texas.

Public Hearing: April 11, 2016

Second Briefing: April 25, 2016

Council Vote: May 9, 2016

(6:28 p.m.)

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

VII. FIRST BRIEFINGS

1. Resolution No. 2016-055 making a final decision on the application of SWEPCO to the Public Utility Commission of Texas requesting the approval of a Distribution Cost Recovery Factor Rate increase.

Public Hearing:
 Second Briefing:
 Council Vote: May 9, 2016

City Manager Whitson briefed this item. The city council voted to amend Section 1 of the resolution and fill in the blank with final decision as "take no action on".

RESULT:	ADOPTED TO AMEND [UNANIMOUS]
MOVER:	Josh Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

VIII. PUBLIC HEARINGS

1. Motion to move Resolution No. 2016-048 up for council vote.

(6:38 p.m.)

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

2. Resolution No. 2016-048 authorizing the City Manager to enter into a contract with Gregg Orr Auto Collection for funding drainage improvements between Walton Drive and the South access road of Interstate 30 (1002 Walton Drive) in an amount not to exceed THREE HUNDRED SEVENTY THOUSAND NINE HUNDRED ELEVEN DOLLARS AND SEVENTEEN CENTS (\$370,911.17).

Public Hearing: May 9, 2016
 Second Briefing: May 23, 2016
 Council Vote: June 13, 2016

There were no public comments made at this hearing.
 (6:38 p.m.)

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

3. Motion to move Resolution No. 2016-050 up for council vote.

(6:39 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tina Veal-Gooch, Ward 3
SECONDER:	Christy P. Paddock, Ward 5
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

4. Resolution No. 2016-050 authorizing the City Manager to accept the bid and enter into a contract with RBIS, LLC for the McKnight Road water and sewer relocations in amount not to exceed NINETY-THREE THOUSAND NINE HUNDRED SIXTY-TWO DOLLARS AND FIFTY CENTS (\$93,962.50).

Public Hearing: May 9, 2016
 Second Briefing: May 23, 2016
 Council Vote: June 13, 2016

There were no public comments made at this hearing.

(6:39 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christy P. Paddock, Ward 5
SECONDER:	Tina Veal-Gooch, Ward 3
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

5. Resolution No. 2016-051 authorizing the City Manager to write-off uncollectible accounts receivable.

Public Hearing: May 9, 2016
 Second Briefing: May 23, 2016
 Council Vote: June 13, 2016

There were no public comments made at this hearing.

RESULT: MOVED FORWARD

Next: 5/23/2016 6:00 PM

6. Motion to move Ordinance No. 2016-052 up for council vote.

(6:43 p.m.)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Josh Davis, Ward 6
SECONDER: Christy P. Paddock, Ward 5
AYES: Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT: Ray
EXCUSED: Bruggeman

7. Ordinance No. 2016-052 rezoning Lots 15, 16 & 17, Block 2, Cowhorn Plaza II Subdivision, located at the northeast corner of Galleria Oaks Drive and Christus Drive. Single Family-2 to Planned Development-Office. Alan Schimming, owner.

Public Hearing: May 9, 2016
 Second Briefing: May 23, 2016
 Council Vote: June 13, 2016

Alan Schimming addressed council and asked for an expedited vote on this agenda item.
 (6:44 p.m.)

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

8. Motion to move Ordinance No. 2016-053 up for council vote.

(6:46 p.m.)

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

9. Ordinance No. 2016-053 amending PD-16-2(O) for site plan approval on Lots 15, 16 & 17, Block 2, Cowhorn Plaza II Subdivision, located at the northeast corner of Galleria Oaks Drive and Christus Drive. Alan Schimming, owner.

Public Hearing: May 9, 2016
 Second Briefing: May 23, 2016
 Council Vote: June 13, 2016

Alan Schimming addressed council and asked for an expedited vote on this agenda item.
(6:46 p.m.)

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

10. Motion to move Resolution No. 2016-054 up for council vote.

(6:48 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tina Veal-Gooch, Ward 3
SECONDER:	Christy P. Paddock, Ward 5
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

11. Resolution No. 2016-054 establishing a General Fund Balance Policy.

Public Hearing:	May 9, 2016
Second Briefing:	May 23, 2016
Council Vote:	June 13, 2016

There were no public comments made at this hearing.
(6:48 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

IX. SECOND BRIEFING WITH UPDATES - NONE

X. SECOND BRIEFING WITHOUT UPDATES - NONE

XI. ITEMS FOR DISCUSSION

Staff Updates

City Manager Whitson asked council for consideration in securing future workshop dates to finalize the budget calendar and strategic planning process. This process will incorporate discussion of the personnel compensation plan and capital improvement plan of the city.

(Council Member Veal-Gooch stepped out of the meeting at 6:57 p.m. and returned to the meeting at 7:03 p.m.)

XII. ADMINISTRATIVE COMMENTS

1. City Council

Mayor Bruggeman asked staff to prepare a report for presentation at the next council meeting on local crime statistics for response to citizen inquiries from the business community. City Manager Whitson responded that he would have Police Department staff prepare the report.

Council Member Davis asked when will the contracted mowing services begin for this year. Kyle Dooley responded that the mowing contractor started last week.

2. City Staff

XIII. CLOSED SESSION

The City Council convened into closed session pursuant to Texas Government Code, Chapter 551 Open Meetings, Section 551.087 - Deliberation Regarding Economic Development Negotiations.

XIV. RECONVENE INTO OPEN SESSION

The City Council reconvened into open session.

XV. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:42 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Veal-Gooch, Matthews, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

Minutes Finalized - City Secretary & Mayor



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 16, 2016

Conference Room

Workshop Meeting

6:15 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	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Absent	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Kyle Dooley, Lisa Thompson, Craig Hicks, Robby Robertson, Charles Kreidler, Nila Smith, Eric Schlotter, Rea Donna Jones, Chuck Mitchell, Vicky Coopwood, Kristin Peeples, Kevin Schutte, Dan Shiner, Jim Powell, and Jerry Sparks.

Legal Counsel: None

II. MAYOR'S OPENING REMARKS

Mayor Bruggeman welcomed staff in attendance and expressed thanks to staff members who comprised the committee for the Employee Compensation Plan review. The Mayor said he had received a preview of the information and that the information would be very informative to the council.

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

There were no comments made at Open Forum.

IV. ITEMS FOR DISCUSSION - EMPLOYEE COMPENSATION PLAN

City Manager Whitson said that council would see a presentation about the Employee Compensation Plan as a result of staff efforts with the help of a professional consulting firm. Each council member was provided the presentation information in a workbook for future reference.

Minutes Acceptance: Minutes of May 16, 2016 6:15 PM (Consent Items)

Mr. Whitson also said that staff was not looking for any direction or guidance at this time. Council would be given the opportunity to see the presentation of the Capital Improvement Plan before more definite solutions are discussed for the Employee Compensation Plan. Both workshop sessions are an introduction to the city's budget process for Fiscal Year 2017. Council Members were told their questions were welcomed.

Jim Powell began the presentation stating that the city contracted with a consulting firm called PayScale Human Capital of Seattle, Washington. Mr. Powell highlighted a few specific factors considered in the compensation study process such as: employee turnover rates, department challenges with recruitment and employee retention and development of a salary structure better-aligned with the current market. Both civil service and non-civil service employee salaries were considered in the review process. Mr. Powell continued the discussion answering questions from council members.

Mr. Whitson made summary comments and noted that this compensation study does not include Texarkana Water Utilities (TWU) staff because part of TWU salaries are funded by the City of Texarkana, Arkansas. He has been in discussion with the Arkansas-side City Manager and TWU Executive Director about a future compensation review for TWU employees. This review will target proposed salary adjustments for Fiscal Year 2018.

Mayor Bruggeman made closing remarks and reminded council that the Capital Improvement Plan workshop is scheduled for Monday, June 6th.

V. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:35 p.m.)

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

Minutes Finalized - City Secretary & Mayor



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor

City of Texarkana, Texas

Version: C

Update Date: 5/25/2016 9:12 AM

Briefing Sheet

Lead Department: Public Works Department **Action Officer:** Kyle Dooley
Subject: Resolution No. 2016-056 authorizing staff to proceed with proposed necessary work to upgrade from a four-way stop to a traffic signal at the intersection of Galleria Oaks Drive and Cowhorn Creek Road.

Briefing: 6/13/2016 **Public Hearing:** 6/13/2016 **Second Briefing:** June 27, 2016 **Council Vote:** 7/11/2016

Item Schedule

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

Updates/History of Briefing:

At the first briefing on this item at the City Council meeting on 5/23/16, Councilmember Matthews asked about accident history at the intersection of Galleria Oaks Drive and Cowhorn Creek Road since staff installed the four way stop signs. The Police Department was able to furnish statistics for this intersection, both for the three months prior to installation of the four way stop signs and for the three month period since the four way stop has been in place. There were 5 accidents that happened in the three month period before the intersection was converted to a four way stop, and there have been 4 accidents in the three month period since the intersection has been converted to a four way stop. All of the accidents, before and after the signs have been installed, had a similar contributing factor. All of them were either a failure to yield the right of way or disregard for the stop sign.

Executive Summary and Background Information:

The intersection of Galleria Oaks Drive and Cowhorn Creek Road is currently a 4-way stop intersection. When the traffic counts were done to see if signs or signals were warranted, this intersection was just below the needed volumes to have a signal installed. The traffic studies showed that a 4-way stop was warranted and the signs were installed. After installation, several concerns were brought up about the safety of this intersection being a 4 way stop intersection. Council asked staff to estimate the costs of a traffic signal for this intersection to replace the 4-way stop signs.

Cost estimates were done on a few different options to help solve these issues. One estimate was to add a traffic signal at this intersection. That estimated cost is \$123,535. Staff also completed a cost estimated for a traffic circle in this location, so there could be a cost comparison between the traffic signal cost versus the traffic circle cost. The estimated cost for the traffic circle, with raised medians and concrete pavers to help delineate traffic flow patterns, was \$283,310. If the traffic circle was put in without raised medians and concrete pavers and, instead the traffic flow patterns were set with striping only, the cost would be approximately \$180,000. Based on these estimates, staff recommends installing the traffic signal at this location. Should Council decide to go with this recommendation, staff would bring back a budget amendment request for the actual cost of the traffic signal once bids have been opened for the signal installation.

City of Texarkana, Texas

Also included in the item are estimates for a larger project along Cowhorn Creek Road, between Moores Lane and Richmond Road, to help improve mobility for pedestrians and bicyclists in this area. This project would benefit the area by adding sidewalks and bike lanes along this corridor. This estimate assumes that traffic studies would show that the footprint of the street could be downsized from 4 lane roadway to a 3 lane or 2 lane roadway with bike lanes. To get across the bridge, concrete barriers would be installed to separate pedestrians and vehicle traffic. Overall, the approximate cost for this project would be between \$445,000 and \$605,000. The map attached shows the complete project limits, but also shows possible phases that it could be broken down into, to make it more affordable.

The cost difference would be based on what type of concrete barriers would be used across the bridge. Regular concrete barrier would be cheaper, but not as aesthetically pleasing. Decorative barriers could be used but they would drive cost up considerably. This cost does not include either the traffic signal or traffic circle. This cost, should the project move forward, would be in addition to the cost to upgrade the intersection of Galleria Oaks Drive and Cowhorn Creek Road. Should Council decide to go with this option, as well as upgrade the intersection at Galleria Oaks Drive and Cowhorn Creek Road, staff would include it with the intersection upgrade project and bid it out together. After bids are received, staff would bring back a budget amendment request for Council consideration to fund the possible project.

One estimate that is not included as part of this item, as it came up late in this process, is a traffic signal cost for the intersection of South Cowhorn Creek Loop Road and Cowhorn Creek Road. There has been a request for a signal light there now that the emergency care center is located on the southeast corner of that intersection. Should Council decide to move forward with installation of a signal light at this location, staff's assumption is that the cost would be roughly the same as the traffic signal installation cost at Galleria Oaks Drive and Cowhorn Creek Road. It should be approximately \$125,000.

Potential Options:

- Authorize staff to proceed with traffic signal design project process for the intersection at Galleria Oaks Drive and Cowhorn Creek Road and at the intersection of South Cowhorn Creek Loop Road and Cowhorn Creek Road.
- Authorize staff to proceed with traffic signal design project process for the intersection at Galleria Oaks Drive and Cowhorn Creek Road.
- Authorize staff to proceed with traffic circle design project process at the intersection of Galleria Oaks Drive and Cowhorn Creek Road.
- Authorize staff to proceed with traffic signal and mobility enhancement design project processes.
- Authorize staff to proceed with traffic circle and mobility enhancement design project processes.
- Do not authorize staff to proceed with any design project processes and continue to have the Galleria Oaks Drive and Cowhorn Creek intersection function as a 4 way stop intersection.

Fiscal Implications:

1. Approximately \$125,000 for traffic signal installation at Galleria Oaks Drive and Cowhorn Creek Road.
2. Approximately \$250,000 for traffic signal installation at the intersection of Galleria Oaks Drive and Cowhorn Creek Road and the intersection of South Cowhorn Creek Loop Road and Cowhorn Creek Road.

City of Texarkana, Texas

3. Approximately \$283,000 for traffic circle installation, including raised medians and concrete pavers, at Galleria Oaks Drive and Cowhorn Creek Road.
4. Approximately \$180,000 for traffic circle installation, using striping for traffic flow delineation, at Galleria Oaks Drive and Cowhorn Creek Road.
5. Include Cowhorn Creek Mobility Enhancement Project with either the traffic signal or traffic circle installation for an additional approximately \$445,000 to \$605,000.

Staff Recommendation:

Staff recommends installing a traffic signal at the intersection of Galleria Oaks Drive and Cowhorn Creek Road. Staff also recommends adding the Cowhorn Creek Mobility Enhancement Project to the Capital Improvement Plan as a potential project. Staff recommends conducting traffic studies to see if a signal is warranted at South Cowhorn Creek Loop Road and Cowhorn Creek Road.

CITY MANAGER COMMENT: Shortly after the four-way stop was installed at Galleria Oaks and Cowhorn Creek Road a number of complaints were made to elected officials and city staff. City staff also observed drivers reactions at the intersections and noticed some confusion especially when two cars in adjacent lanes stopped at approximately same time. Over time it appears that motorists have adjusted considerably to the presence of the four-way stop and complaints have waned. With motorists gradually adjusting to the four-way stop the city council may not need to direct an immediate action. The focus might should be on improvement of the entire Cowhorn Creek Road corridor for not only vehicular traffic but also including bike/ped accommodations thus permitting connection across the interstate between the northern and southern sections of the city.

The long-term cost savings of roundabouts versus traffic signals is significant. Additionally, roundabouts are not subject to failure due to electrical outages associated with weather related events. (see Attachments 05 and 06). Data shows that fewer crashes occur at roundabouts compared to stop and signalized intersections.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2016-056 RES Traffic Control at Galleria Oaks Drive and Cowhorn Creek Road (DOC)
- b. 2016-056 ATTH 01 Cowhorn Creek Traffic Signal and Traffic Circle Estimate (PDF)
- c. 2016-056 ATTH 02 Cowhorn Creek Corridor Project Estimate (PDF)
- d. 2016-056 ATTH 03 Cowhorn Creek Corridor Project Map (PDF)
- e. 2016-056 ATTH 04 Options with Cost Estimates (PDF)
- f. 2016-056 ATTH 05 Benefits of Traffic Circles (PDF)

City of Texarkana, Texas

- g. 2016-056 ATTH 06 Some Clarifications of Misunderstandings Regarding Roundabouts (PDF)
- h. 2016-056 Goals & Perspectives (DOCX)

Staff Coordination

Public Works Department	Kyle Dooley	Department Head Review
Completed	05/12/2016 2:47 PM	
Public Information Officer	Lisa Thompson	PIO Review Completed
05/12/2016 3:12 PM		
Assistant City Manager	Shirley Jaster	Assistant City Manager
Review Completed	05/12/2016 4:51 PM	
City Manager John Whitson	City Manager Review Completed	05/15/2016
5:52 PM		
City Council Jennifer Evans	Meeting Completed	05/23/2016
6:00 PM		

Meeting History

RESOLUTION NO. 2016-056

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING STAFF TO PROCEED WITH NECESSARY WORK TO UPGRADE FROM A FOUR WAY STOP TO A TRAFFIC SIGNAL AT THE INTERSECTION OF GALLERIA OAKS DRIVE AND COWHORN CREEK ROAD AND AUTHORIZING STAFF TO PROCEED WITH NECESSARY TRAFFIC STUDIES TO DETERMINE IF A TRAFFIC SIGNAL IS WARRANTED AT THE INTERSECTION OF SOUTH COWHORN CREEK LOOP ROAD AND COWHORN CREEK ROAD; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, currently there is a four way stop sign controlled intersection at Galleria Oaks Drive and Cowhorn Creek Road; and

WHEREAS, city staff received requests for project cost estimates for upgrading this intersection from its current four way stop configuration to an intersection controlled by a traffic signal or a traffic circle; and

WHEREAS, city staff received requests for a project cost estimate that would enhance mobility for pedestrians and bicyclists along Cowhorn Creek Road between Richmond Road and Moores Lane; and

WHEREAS, city staff received requests for a project cost estimate for upgrading the intersection at South Cowhorn Creek Loop Road and Cowhorn Creek Road to a signalized intersection; and

WHEREAS, city staff prepared the requested cost estimates and the proposed signal at Galleria Oaks Drive and Cowhorn Creek Road is estimated at approximately \$125,000; and

WHEREAS, the proposed signal at South Cowhorn Creek Loop Road and Cowhorn Creek Road is estimated at \$125,000; and

WHEREAS, the proposed traffic circle with raised medians at the intersection of Galleria Oaks Drive and Cowhorn Creek Road is estimated at \$283,000; and

WHEREAS, the proposed traffic circle without raised medians at the intersection of Galleria Oaks Drive and Cowhorn Creek Road is estimated at \$180,000; and

WHEREAS, the proposed Cowhorn Creek Mobility Enhancement project is estimated to be between \$445,000 and \$605,000; and

WHEREAS, the City Council understands both the need to provide the safest roadways for the traveling public and the viability of all these various projects; and

WHEREAS, the City Council understands that currently there is no funding that has been appropriated for any of these proposed projects.

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

SECTION 1: City staff is authorized to proceed with the necessary work to upgrade the four way stop sign controlled intersection at Galleria Oaks Drive and Cowhorn Creek Road to a signalized intersection.

SECTION 2: City staff is authorized to proceed with the necessary traffic studies to determine if a traffic signal is warranted at the intersections of South Cowhorn Creek Loop Road and Cowhorn Creek Road.

SECTION 3: The City Council recognizes the need for funding for these projects and understands that a budget amendment request will be brought forward for consideration once final project pricing has been established.

SECTION 4: The City Council supports and agrees with adding the Cowhorn Creek Road Mobility Enhancement Project to the Capital Improvement Plan for future construction.

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 on this the **11th day of July, 2016.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Traffic Light	Engineer's Estimate		Galleria Oaks & Cowhorn Creek Traffic Light		
Notes:	This is just for the traffic light and does not include any striping. Estimate for Phase 4 will include striping for Cowhorn Creek from the North Loop to Sam Warren Drive.				
Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1.	Right of Way Prep/ Mobilization	1	LS	\$7,500.00	\$7,500.00
2.	PTSI P44 -ASC3 NEMA Cabinet	1	EA	\$15,600.00	\$15,600.00
3.	2" Conduit with Conductors (7 from box, 3 to each ground box, 1 to each pole)	745	LF	\$15.00	\$11,175.00
4.	Traffic Pole Foundation	4	EA	\$2,600.00	\$10,400.00
5.	Traffic Pole & Light Fixture	4	EA	\$7,800.00	\$31,200.00
6.	Electrical Service	1	EA	\$3,000.00	\$3,000.00
7.	Vehicle Signal Housing	12	EA	\$140.00	\$1,680.00
8.	LED Modules	28	EA	\$85.00	\$2,380.00
9.	Cameras	4	EA	\$2,000.00	\$8,000.00
10.	Processors	2	EA	\$7,000.00	\$14,000.00
11.	PED Signal Housing	4	EA	\$350.00	\$1,400.00
12.	PED LED Countdown Signal Modules	4	EA	\$375.00	\$1,500.00
13.	Astrobrackets Tallon	16	EA	\$200.00	\$3,200.00
14.	Ground Box Ty 1	5	EA	\$2,500.00	\$12,500.00
		TOTAL =			\$123,535.00

Traffic Circle	Engineer's Estimate		Galleria Oaks & Cowhorn Creek Traffic Circle		
Notes:	This estimate includes the striping and signage for the traffic circle only. This also assumes that some of the existing pavement can be used. IF the existing pavement can not be used, the Concrete Pavement and Demo concrete Pavement numbers will be significantly higher.				
Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1	Topographic Survey	1	LS	\$2,000.00	\$2,000.00
2.	Right of Way Prep/ Mobilization	1	LS	\$7,000.00	\$9,000.00
3.	Demo Concrete	845	SY	\$15.00	\$12,675.00
4.	Concrete Sidewalk 4" thick	51	SY	\$65.00	\$3,315.00
5.	Concrete, 6" thick	140	SY	\$55.00	\$7,700.00
6.	Curb & Gutter	2110	LF	\$35.00	\$73,850.00
7.	Concrete Pavement, 8" thick	370	SY	\$60.00	\$22,200.00
8.	Lower/Adjust Manhole	3	EA	\$400.00	\$1,200.00
9.	ADA Ramps	15	EA	\$1,400.00	\$21,000.00
10.	Street Lights	4	EA	\$3,500.00	\$14,000.00
11.	Street Light Foundations	4	EA	\$2,000.00	\$8,000.00
12.	2" Lighting Conduit	275	LF	\$10.00	\$2,750.00
13.	Stormwater Maintenance	1	LS	\$8,000.00	\$8,000.00
14.	Concrete Pavers	520	SY	\$125.00	\$65,000.00
15.	Undercut, 2' deep	247	CY	\$12.00	\$2,964.00
16.	Select Fill, 2' deep	247	CY	\$15.00	\$3,705.00
17.	Reinforced Concrete Driveway	65	SY	\$65.00	\$4,225.00
18.	Traffic Control Plan	1	LS	\$8,800.00	\$8,800.00
	Striping/ Signs:				
19.	Pavement Stripe Removal	180	LF	\$0.25	\$45.00
20.	Pavement Arrow Removal	2	EA	\$3.00	\$6.00
21.	Reflective Pavement Marking (Ty 1) (W) 8" Solid	660	LF	\$1.85	\$1,221.00
22.	Prefab Pavement Marking Ty 1 (w) (24")	480	LF	\$7.60	\$3,648.00
23.	Prefab Pavement Marking Ty 1 (Word)	4	EA	\$365.00	\$1,460.00
24.	Pavement Surface Prep for Mark (8")	660	LF	\$0.60	\$396.00
25.	Pavement Surface Prep for Mark (24")	480	LF	\$3.60	\$1,728.00
26.	Pavement Surface Prep for Mark (Word)	4	EA	\$78.00	\$312.00
27.	Roadway Sign	26	EA	\$235.00	\$6,110.00
		TOTAL =			\$283,310.00

Phase 1	Engineer's Estimate	From Richmond to Kennedy			
Notes:	This is for re-striping Cowhorn Creek Rd from Richmond to Kennedy for 2 lanes of traffic with a center turn lane. A 4' sidewalk installed on the East side of the road will provide pedestrian access. There is not room for a bicycle lane in this Phase.				
Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1.	Right of Way Prep/ Mobilization	1	LS	\$1,500.00	\$1,500.00
2.	Pavement Stripe Removal	2482	LF	\$0.25	\$620.50
3.	Reflective Pavement Marking (Ty 1) (Y) 4" Solid	2316	LF	\$0.90	\$2,084.40
4.	Reflective Pavement Marking (Ty 1) (Y) 4" BRK	2316	LF	\$0.90	\$2,084.40
5.	Prefab Pavement Marking Ty 1 (w) (24")	48	LF	\$7.60	\$364.80
6.	Pavement Surface Prep for Mark (4")	4632	LF	\$0.30	\$1,389.60
7.	Pavement Surface Prep for Mark (24")	48	LF	\$3.60	\$172.80
8.	Pavement Surface Prep for Mark (Arrow)	6	EA	\$55.00	\$330.00
		Total for Striping =			\$8,546.50
	Sidewalks:				
1.	4' Concrete Sidewalk	515	SY	\$60.00	\$30,900.00
2.	ADA Ramp	16	EA	\$1,000.00	\$16,000.00
		Total for Sidewalks =			\$46,900.00
				TOTAL =	\$55,450.00

Phase 2	Engineer's Estimate	Kennedy to South Cowhorn Creek Loop			
Notes:	Add 2 Ped crossing at Kennedy Lane. Will be 3 lanes 12' wide with bike lanes on both sides of the road. Bike Lanes will be 5' wide				
<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Extended Amount</u>
1.	Right of Way Prep	1	LS	\$3,000.00	\$3,000.00
2.	PED Signal Housing	4	EA	\$350.00	\$1,400.00
3.	PED LED Countdown Signal Modules	4	EA	\$375.00	\$1,500.00
4.	Pavement Stripe Removal	7020	LF	\$0.25	\$1,755.00
5.	Reflective Pavement Marking (Ty 1) (Y) 4" Solid	3510	LF	\$0.90	\$3,159.00
6.	Reflective Pavement Marking (Ty 1) (Y) 4" BRK	3510	LF	\$0.90	\$3,159.00
7.	Reflective Pavement Marking (Ty 1) (W) 4" Solid	7020	LF	\$0.90	\$6,318.00
8.	Prefab Pavement Marking Ty 1 (w) (24")	110	LF	\$7.60	\$836.00
9.	Prefab Pavement Marking Ty 1 (Arrow)	8	EA	\$245.00	\$1,960.00
10.	Prefab Pavement Marking Ty 1 (Bicycle w Arrow)	6	EA	\$250.00	\$1,500.00
11.	Pavement Surface Prep for Mark (4")	7020	LF	\$0.30	\$2,106.00
12.	Pavement Surface Prep for Mark (24")	110	LF	\$3.60	\$396.00
13.	Pavement Surface Prep for Mark (Arrow)	8	EA	\$55.00	\$440.00
14.	Pavement Surface Prep for Mark (Bicycle w Arrow)	6	EA	\$78.00	\$468.00
15.	Roadway Sign	8	EA	\$235.00	\$1,880.00
		TOTAL =			\$29,900.00

Phase 3	Engineer's Estimate	From S. Cowhorn Creek Loop to N. Cowhorn Creek Loop			
Notes:	Bike & Ped will start in roadway with Jersey Barriers at S. Cowhorn Creek Loop. Will have to have bike/ped crossing here and at N. Cowhorn Creek Loop. Will do study to determine if traffic light needed at S. Loop. For nicer Jersey Barriers, add \$160,000.				
Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1.	Right of Way Prep	1	LS	\$4,500.00	\$4,500.00
2.	Jersey Barrier	2000	LF	\$80.00	\$160,000.00
3.	4' Concrete Sidewalk (East Side)	360	SY	\$60.00	\$21,600.00
4.	4' Concrete Sidewalk (West Side)	355	SY	\$60.00	\$21,300.00
5.	PTSI P44 -ASC3 NEMA Cabinet	1	EA	\$12,000.00	\$12,000.00
6.	PED Signal Housing	8	EA	\$200.00	\$1,600.00
7.	PED LED Countdown Signal Modules	8	EA	\$200.00	\$1,600.00
8.	Pavement Stripe Removal	6260	LF	\$0.25	\$1,565.00
9.	Reflective Pavement Marking (Ty 1) (Y) 4" Solid	3130	LF	\$0.90	\$2,817.00
10.	Reflective Pavement Marking (Ty 1) (Y) 4" BRK	3130	LF	\$0.90	\$2,817.00
11.	Reflective Pavement Marking Ty 1 (W) 4" Solid	3130	LF	\$0.90	\$2,817.00
12.	Prefab Pavement Marking Ty 1 (w) (24")	120	LF	\$7.60	\$912.00
13.	Prefab Pavement Marking Ty 1 (Arrow)	2	EA	\$245.00	\$490.00
14.	Prefab Pavement Marking Ty 1 (Bicycle & Arrow)	10	EA	\$375.00	\$3,750.00
15.	Prefab Pavement Marking Ty 1 Ped Only & Arrow	6	EA	\$330.00	\$1,980.00
16.	Pavement Surface Prep for Mark (4")	9390	LF	\$0.30	\$2,817.00
17.	Pavement Surface Prep for Mark (24")	120	LF	\$3.60	\$432.00
18.	Pavement Surface Prep for Mark (Arrow)	2	EA	\$55.00	\$110.00
19.	Pavement Surface Prep for Mark (Bike/ Ped & Arrow)	16	EA	\$80.00	\$1,280.00
20.	Roadway Sign	8	EA	\$235.00	\$1,880.00
		TOTAL =			\$246,270.00

Phase 4	Engineer's Estimate	<u>Striping from N Cowhorn Creek Loop to Sam Warren Drive</u>			
Notes:	This is just for striping, sidewalks. Either Stop light or Traffic circle can be installed at GO and Cowhorn Creek. Deduct \$52,000 to not install SW from Galleria Oaks to Sam Warren Drive				
Item No.	Description	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Extended Amount</u>
1.	Right of Way Prep	1	LS	\$3,000.00	\$3,000.00
2.	4' Concrete Sidewalk	872	SY	\$60.00	\$52,320.00
3.	Pavement Stripe Removal	12200	LF	\$0.25	\$3,050.00
4.	Reflective Pavement Marking (Ty 1) (Y) 4" Solid	6100	LF	\$0.90	\$5,490.00
5.	Reflective Pavement Marking (Ty 1) (Y) 4" BRK	6100	LF	\$0.90	\$5,490.00
6.	Reflective Pavement Marking Ty 1 (W) 4" Solid	6100	LF	\$0.90	\$5,490.00
7.	Prefab Pavement Marking (Ty 1) (W) (12") Solid	180	LF	\$4.50	\$810.00
8.	Prefab Pavement Marking Ty 1 (Arrow)	8	EA	\$245.00	\$1,960.00
9.	Prefab Pavement Marking Bike & Arrow	4	EA	\$375.00	\$1,500.00
10.	Pavement Surface Prep for Mark (4")	12200	LF	\$0.30	\$3,660.00
11.	Pavement Surface Prep for Mark (12")	180	LF	\$1.85	\$333.00
12.	Pavement Surface Prep for Mark (Arrow)	8	EA	\$55.00	\$440.00
13.	Pvement Surface Prep for Mark (Bike & Arrow)	4	EA	\$80.00	\$320.00
					\$0.00
		TOTAL =			\$83,865.00

Phase 5

Engineer's Estimate

From Sam Warren Drive to Moores Lane

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1.	Right of Way Prep	1	LS	\$3,000.00	\$3,000.00
2.	Mobilization	1	LS	\$4,500.00	\$4,500.00
3.	4' Concrete Sidewalk	210	SY	\$60.00	\$12,600.00
4.	Pavement Stripe Removal	1900	LF	\$0.25	\$475.00
5.	Pavement Arrow Removal	2	EA	\$3.00	\$6.00
6.	Reflective Pavement Marking (Ty 1) (Y) 4" Solid	1900	LF	\$0.90	\$1,710.00
7.	Reflective Pavement Marking (Ty 1) (Y) 4" BRK	1900	LF	\$0.90	\$1,710.00
8.	Reflective Pavement Marking (Ty 1) (W) 4" Solid	950	LF	\$1.85	\$1,757.50
9.	Prefab Pavement Marking Ty 1 (w) (24")	30	LF	\$7.60	\$228.00
10.	Prefab Pavement Marking Ty 1 (Bicycle & Arrow)	2	EA	\$365.00	\$730.00
11.	Prefab Pavement Marking Ty 1 (Arrow)	2	EA	\$245.00	\$490.00
12.	Pavement Surface Prep for Mark (4")	4750	LF	\$0.30	\$1,425.00
13.	Pavement Surface Prep for Mark (24")	30	LF	\$3.60	\$108.00
14.	Pavement Surface Prep for Mark (Arrow)	2	EA	\$55.00	\$110.00
15.	Pavement Surface Prep for Mark (Bicycle & Arrow)	2	EA	\$78.00	\$156.00
					\$0.00
TOTAL =					\$29,000.00

Attachment: 2016-056 ATTH 02 Cowhorn Creek Corridor Project Estimate (1477 : 2016-056 RES Traffic control at Galleria Oaks Drive and

Cowhorn Creek Road Improvements

By Phase - Includes Only Striping and Sidewalks



Cowhorn Creek Corridor Upgrade to include Bike/Ped Facilities

Roadway Section	Treatment	Option 1	Option 2	Option 3	Option 4A	Option 4B	Option 5A	Option 5B
Intersection of Galleria Oaks/Cowhorn Creek	Traffic Signal	\$123,535			\$123,535	\$123,535		
Intersection of Galleria Oaks/Cowhorn Creek	Traffic Circle (raised medians)		\$283,310				\$283,310	\$283,310
Intersection of Galleria Oaks/Cowhorn Creek	Traffic Circle (without raised medians)			\$180,000				
Cowhorn Creek Road (Richmond to Kennedy)	Restripe roadway to 2 lanes with a center turn lane and add sidewalk to the east side of the roadway (Map Reference: Phase 1)				\$55,450	\$55,450	\$55,450	\$55,450
Cowhorn Creek Road (Kennedy to South Cowhorn Creek Loop)	Restripe roadway to 2 lanes with a center turn lane and add bike lanes on both sides of roadway. Adding two pedestrian crossings at Kennedy Lane (Map Reference: Phase 2)				\$29,900	\$29,900	\$29,900	\$29,900
Cowhorn Creek Road (South Cowhorn Creek Loop to North Cowhorn Creek Loop)	Reduce bridge crossing from four lanes to two lanes adding bike/pedestrian facilities using Jersey Barriers. Adding bike/pedestrian crossing at both intersections (Map Reference: Phase 3)				\$246,270	\$246,270	\$246,270	\$246,270
Cowhorn Creek Road (South Cowhorn Creek Loop to North Cowhorn Creek Loop)	Using higher quality Jersey Barriers for Phase 3					\$160,000		\$160,000
Cowhorn Creek Road (North Cowhorn Creek Loop to Sam Warren Drive)	Restripe roadway to two lanes with center turn lane adding bikeways and sidewalks to both sides of the roadway (Map Reference: Phase 4)				\$83,865	\$83,865	\$83,865	\$83,865
Cowhorn Creek Road (Sam Warren Drive to Moores Lane)	Restripe roadway to two lanes with center turn lane adding bikeways and sidewalks to both sides of the roadway (Map Reference: Phase 5)				\$29,000	\$29,000	\$29,000	\$29,000
Option Totals		\$123,535	\$283,310	\$180,000	\$568,020	\$728,020	\$727,795	\$887,795
Intersection of Galleria Oaks/Cowhorn Creek	Traffic Circle (without raised medians)						-\$103,310	-\$103,310
Adjusted Options 5A and 5B Totals							\$624,485	\$784,485



[Email updates](#)

- Traffic & Cameras
- Projects
- Business
- Environment
- Maps & Data

You are here: [Home](#) > [Safety](#) > [Driving Roundabouts](#)

- [What is a roundabout?](#)
- [Pedestrians and cyclists](#)
- Roundabout Benefits**
- [Public Opinion of Roundabouts](#)
- [Washington's Roundabouts](#)
- [How to drive a roundabout](#)

Five-part roundabout video series

- [What they are and what they are not](#)
- [How do I drive a roundabout?](#)
- [Pedestrians and cyclists](#)
- [Safety benefits](#)
- [What does this mean for me?](#)

Who to contact

- [Brian Walsh](#), Engineer
360-705-7986

Roundabout Benefits

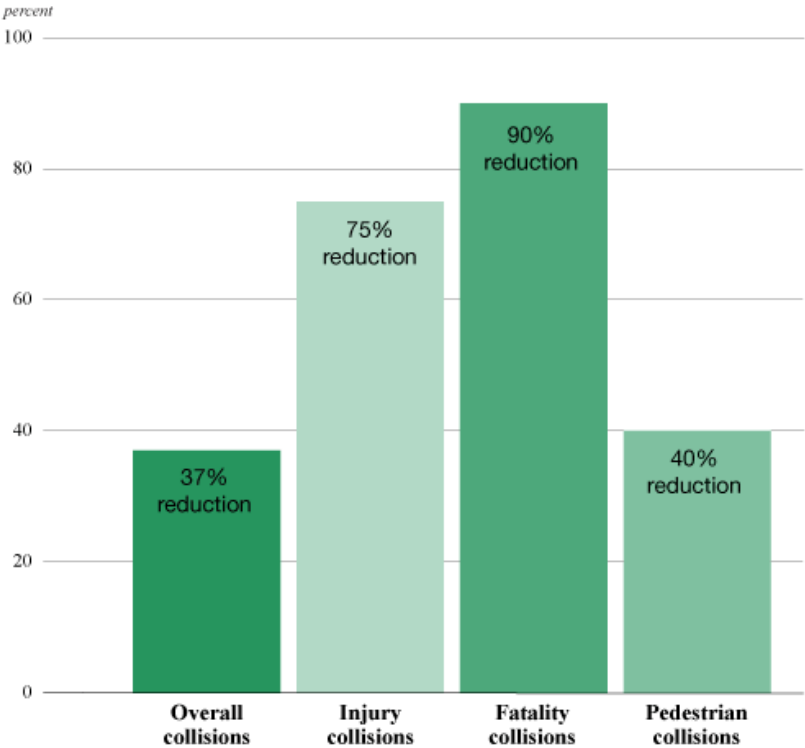
Improve safety

Studies have shown that roundabouts are safer than traditional stop sign or signal-controlled intersections.

Roundabouts reduced injury crashes by 75 percent at intersections where stop signs or signals were previously used for traffic control, according to a study by the Insurance Institute for Highway Safety (IIHS). Studies by the IIHS and Federal Highway Administration have shown that roundabouts typically achieve:

- A 37 percent reduction in overall collisions
- A 75 percent reduction in injury collisions
- A 90 percent reduction in fatality collisions
- A 40 percent reduction in pedestrian collisions

Reduction in collisions



Source: Federal Highway Administration and Insurance Institute for Highway Safety (FHWA and IIHS)

There are several reasons why roundabouts help reduce the likelihood and severity of collisions:

- Low travel speeds** – Drivers must slow down and yield to traffic before entering a roundabout. Speeds in the roundabout are typically between 15 and 20 miles per hour. The few collisions that occur in roundabouts are typically minor and cause few injuries since they occur at such low speeds.

Attachment: 2016-056 ATTH 05 Benefits of Traffic Circles (1477 : 2016-056 RES Traffic control at Galleria Oaks Drive and Cowhorn Creek Road)

No light to beat – Roundabouts are designed to promote a continuous, circular flow of traffic. Drivers need only yield to traffic before entering a roundabout; if there is no traffic in the roundabout, drivers are not required to stop. Because traffic is constantly flowing through the intersection, drivers don't have the incentive to speed up to try and "beat the light," like they might at a traditional intersection.

- **One-way travel** – Roads entering a roundabout are gently curved to direct drivers into the intersection and help them travel counterclockwise around the roundabout. The curved roads and one-way travel around the roundabout eliminate the possibility for T-bone and head-on collisions.

Curious to know more? [Watch a video about how roundabouts improve safety.](#)

Reduce delay, improve traffic flow

Contrary to many peoples' perceptions, roundabouts actually move traffic through an intersection more quickly, and with less congestion on approaching roads. Roundabouts promote a continuous flow of traffic. Unlike intersections with traffic signals, drivers don't have to wait for a green light at a roundabout to get through the intersection. Traffic is not required to stop – only yield – so the intersection can handle more traffic in the same amount of time.



Studies by Kansas State University <http://www.ksu.edu/roundabouts/> measured traffic flow at intersections before and after conversion to roundabouts. In each case, installing a roundabout led to a 20 percent reduction in delays. Additional studies by the IIHS of intersections in three states, including Washington, found that roundabouts contributed to an 89 percent reduction in delays and 56 percent reduction in vehicle stops.

Less expensive

The cost difference between building a roundabout and a traffic signal is comparable. Where long-term costs are considered, roundabouts eliminate hardware, maintenance and electrical costs associated with traffic signals, which can cost between \$5,000 and \$10,000 per year.

Roundabouts are also more effective during power outages. Unlike traditional signalized intersections, which must be treated as a four-way stop or require police to direct traffic, roundabouts continue to work like normal.

Less space

A roundabout may need more property within the actual intersection, but often take up less space on the streets approaching the roundabout. Because roundabouts can handle greater volumes of traffic more efficiently than signals, where drivers may need to line up to wait for a green light, roundabouts usually require fewer lanes approaching the intersection.

Good locations for roundabouts

Roundabouts are safe and efficient, but they are not the ideal solution for every intersection. We look at several factors when deciding to build a roundabout at a specific intersection. Engineers consider these characteristics when determining the best solution for a particular intersection:

- **Accident history** – data about the number of accidents, type of crash, speeds, and other contributing factors are analyzed.
- **Intersection operation** – the level of current and projected travel delay being experienced, and backups on each leg of the intersection.

- **Types of vehicles using the intersection** – we look at the different kinds of vehicles that use the intersection. This is especially important for intersections frequently used by large trucks.
- **Cost** – this includes the societal cost of accidents, right-of-way (land purchase) requirements, and long-term maintenance needs.

[Back to top](#)

Some Clarifications of Misunderstandings Regarding Roundabouts – Kansas State University Research

The modern roundabout is the safest form of intersection control available. This fact has been verified worldwide and in the USA by several recent studies of intersection safety. In a recent Federal Highway Administration publications ("Roundabouts: An Informational Guide." USDOT/FHWA Publication no. FHWA-RD-00-067, Washington, D.C., June, 2000) it is reported that: "experience in the United States shows a reduction in crashes after building a roundabout of about 37 percent for all crashes and 51 percent for injury crashes." If only small to moderate single lane roundabouts are considered, the reductions are 51 percent for crashes. Additionally, reductions are 73 percent for injury crashes. Mean reductions in crashes after converting to a modern roundabout from other traffic control devices have been similar in several other countries: Australia 41-61% for all crashes and 45-87% for injury crashes; France 57 to 78% for injury crashes; Germany 36% all crashes; Netherlands 47% all crashes; United Kingdom 25-39% injury crashes (p.112, Exhibit 5-9). In probably the most comprehensive US study to date, the Insurance Institute for Highway Safety recently completed an in-depth study of 24 intersections which were converted from stop control and signals to modern roundabouts during the past decade. These 24 intersections were a mix of urban, suburban and rural environments. Overall, the study found reductions of 39% for all crash severities combined, 76% for all injury crashes and an approximate 90% reduction in fatal and incapacity injury crashes ("Crash Reduction Following Installation of Roundabouts in the United States." Insurance Institute for Highway Safety, Arlington, VA, March, 2000).

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

Funding Traffic Control Option selected.

Public Information Plan:

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

Other:

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/19/2016 10:56 AM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk
Subject: Ordinance No. 2016-057 amending PD-02-13(GR) for revising the site plan to allow a building expansion on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive. Bowie County Farm Bureau, applicant. Aaron Gaylor, agent.
Briefing: 6/13/2016 **Public Hearing:** 6/13/2016 **Second Briefing:** June 27, 2016 **Council Vote:** 7/11/2016

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Amendment to PD-02-13(GR): This is a request by Bowie County Farm Bureau, owner, and Aaron Gaylor, agent, for a site plan revision to allow a building expansion to the existing Bowie County Farm Bureau building located at 4413 Galleria Oaks Drive (Lot 6, Block 6, Richmond Development 5th Addition).

The adjacent zoning is Planned Development-General Retail to the north, south, east and west. The adjacent land usage is offices to the north and east, apartments to the west and vacant land to the south.

The square footage of the existing building is 1909 square feet. The applicant is proposing to add a 3381 square foot building expansion. The proposed addition will copy the exact look as the original building (same brick, roof, windows, etc). There will be no change to signage. There is adequate parking shown for the proposed building expansion. Please see attached copies of site plan and building elevations.

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

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

City of Texarkana, Texas

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission by a vote of 5 to 0 with one member abstaining to recommend approval of this request.

Advisory Board/Committee Meeting Date and Minutes:

May 2, 2016

Attachments

- a. 2016-057 ORD Amend to PD-02-13(GR) to allow bldg expansion at 4413 Galleria Oaks (PDF)
- b. 2016-057 ATTH 01 Maps (PDF)
- c. 2016-057 EXH 'A' Site Plan (PDF)
- d. 2016-057 ATTH 02 Elevations (PDF)
- e. Goals & Perspectives (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Completed	05/11/2016 4:57 PM	
Assistant City Manager	Shirley Jaster	Assistant City Manager
Review	Completed	05/12/2016 8:39 AM
Public Information Officer	Lisa Thompson	PIO Review
	05/12/2016 8:42 AM	Completed
City Manager	John Whitson	City Manager Review
3:35 PM		Completed
City Council	Jennifer Evans	Meeting
6:00 PM		Completed
		05/23/2016

Meeting History

ORDINANCE NO. 2016-057

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-02-13(GR) FOR REVISION TO THE SITE PLAN TO ALLOW A BUILDING EXPANSION ON LOT 6, BLOCK 6, RICHMOND DEVELOPMENT 5TH ADDITION, LOCATED AT 4413 GALLERIA OAKS DRIVE, 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 **revision to the site plan to allow a building expansion (Exhibit A)** on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas **voted five (5) to zero (0) with one member abstaining to recommend approval of the petition for revision to the site plan to allow a building expansion (Exhibit A)** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that **approval of the revision to the site plan to allow a building expansion (Exhibit A)** 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 revision to the site plan submitted to allow a building expansion (**Exhibit A**) on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-02-13(GR).

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

SECTION 3: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

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

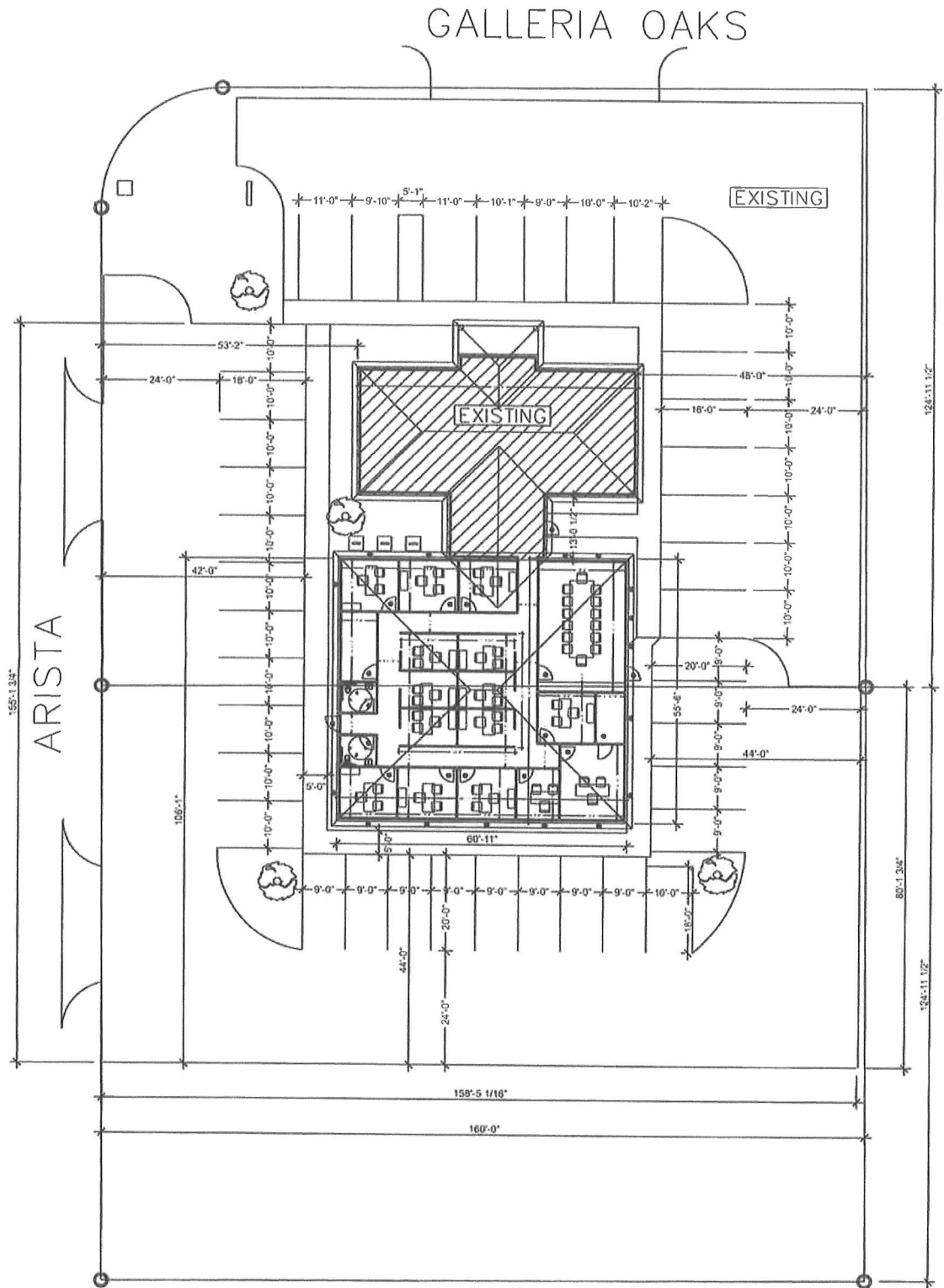
PASSED AND APPROVED in regular Council Session on this the **11th day of July, 2016.**

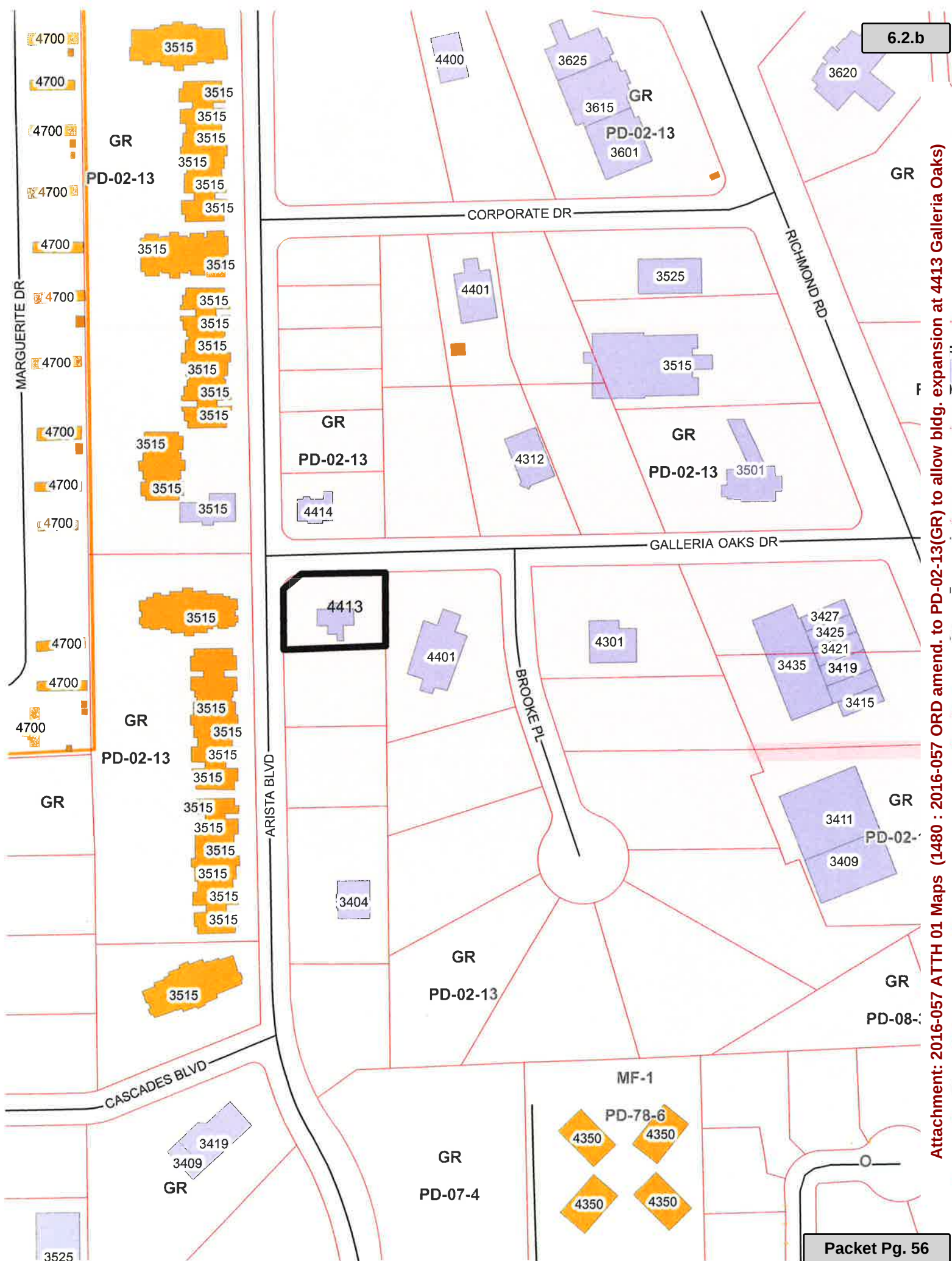
ATTEST:

JENNIFER EVANS, CITY SECRETARY

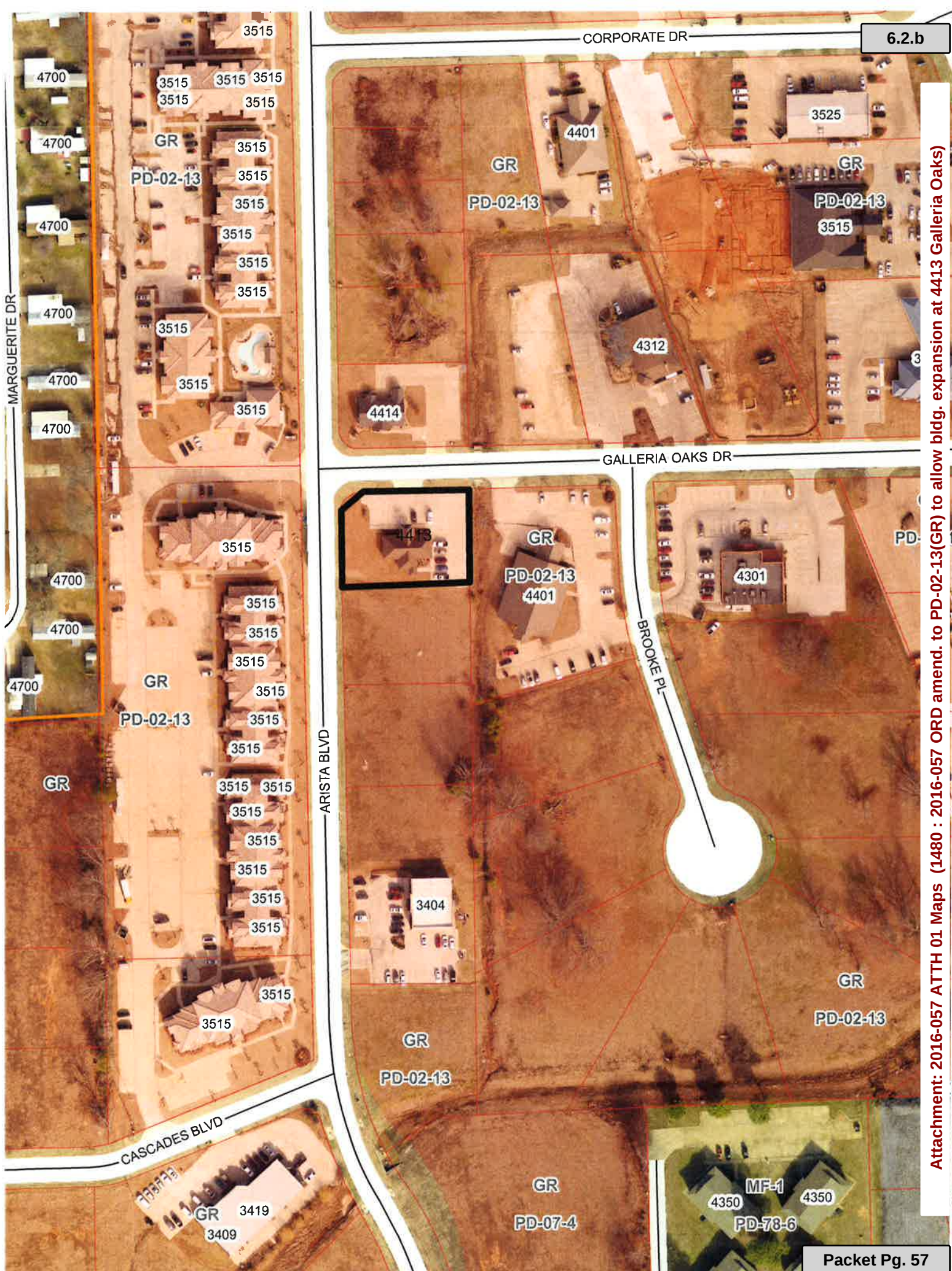
BOB BRUGGEMAN, MAYOR

Exhibit 'A'





Attachment: 2016-057 ATTH 01 Maps (1480 : 2016-057 ORD amend. to PD-02-13(GR) to allow bldg. expansion at 4413 Galleria Oaks)



CORPORATE DR

6.2.b

MARGUERITE DR

GALLERIA OAKS DR

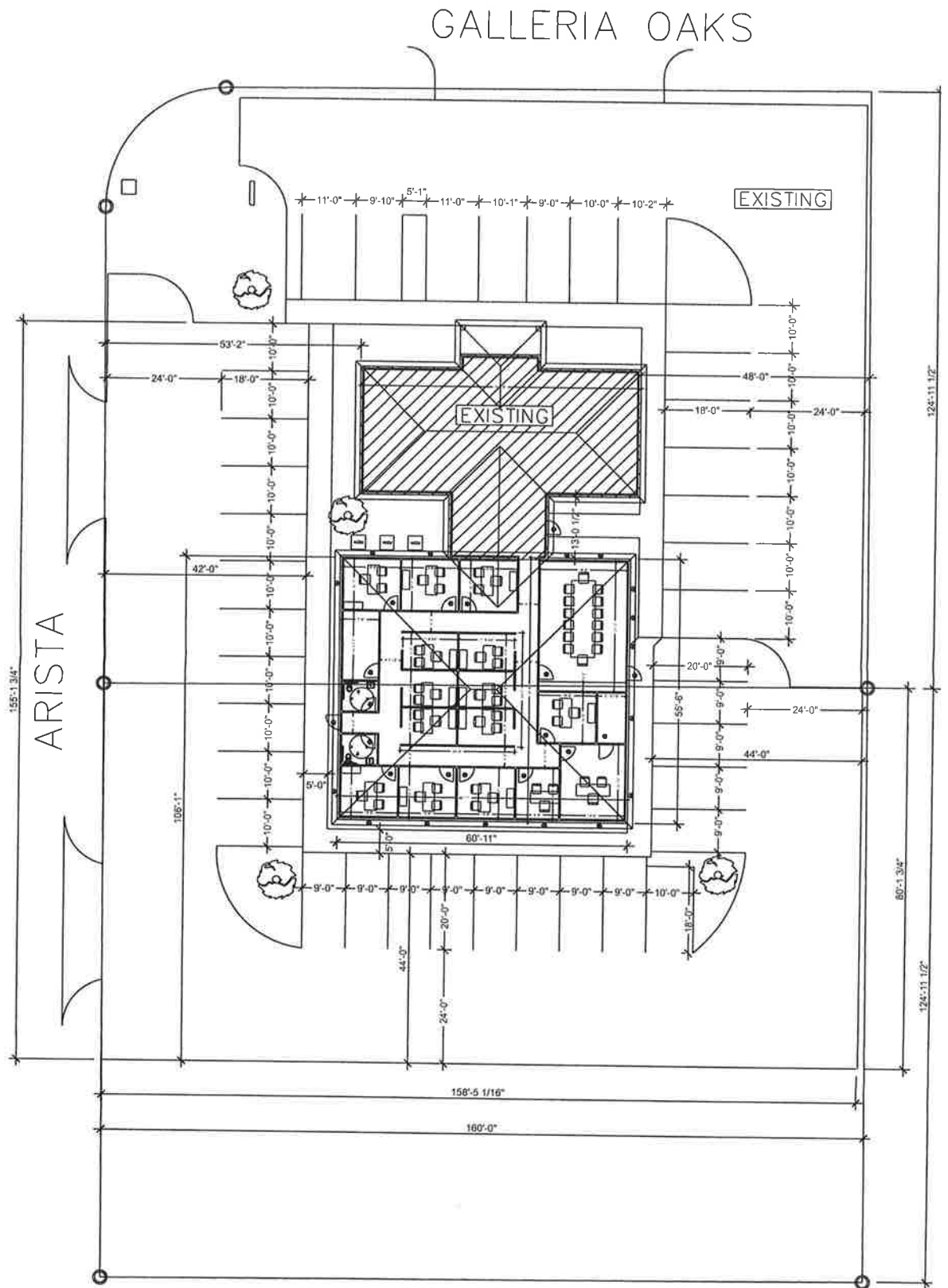
ARISTA BLVD

CASCADES BLVD

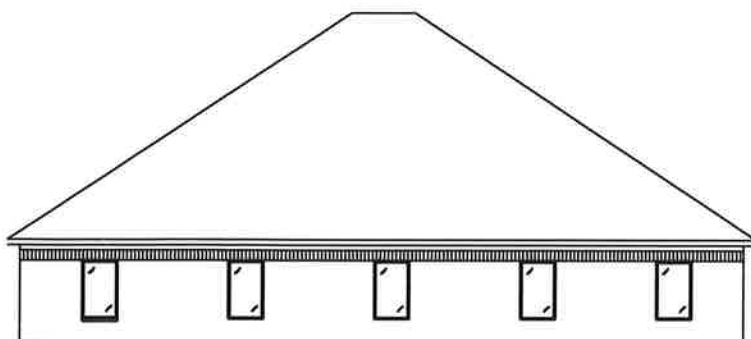
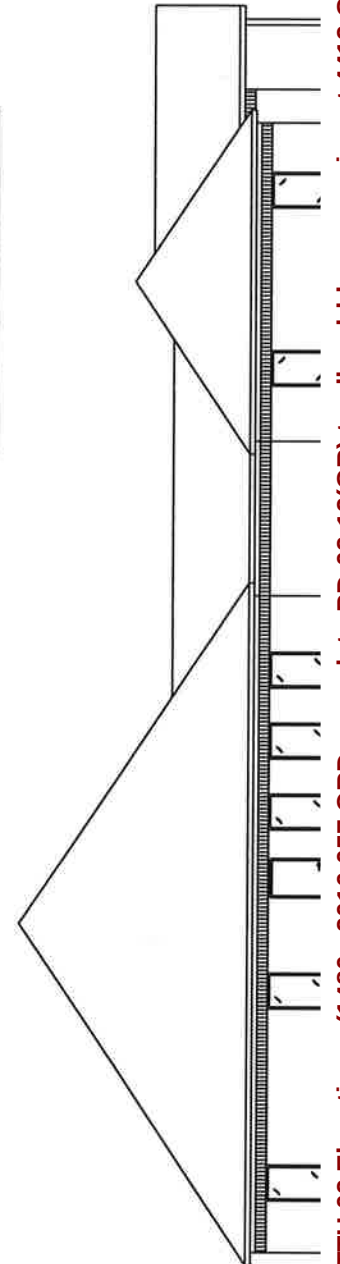
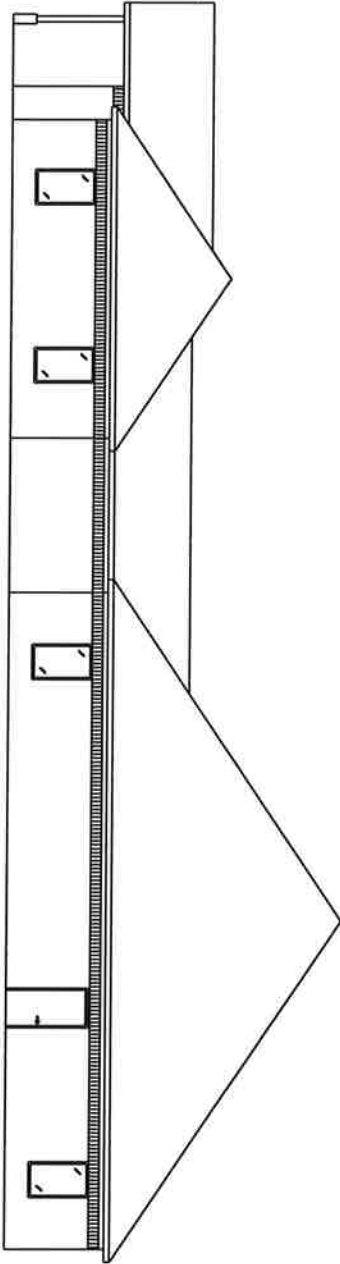
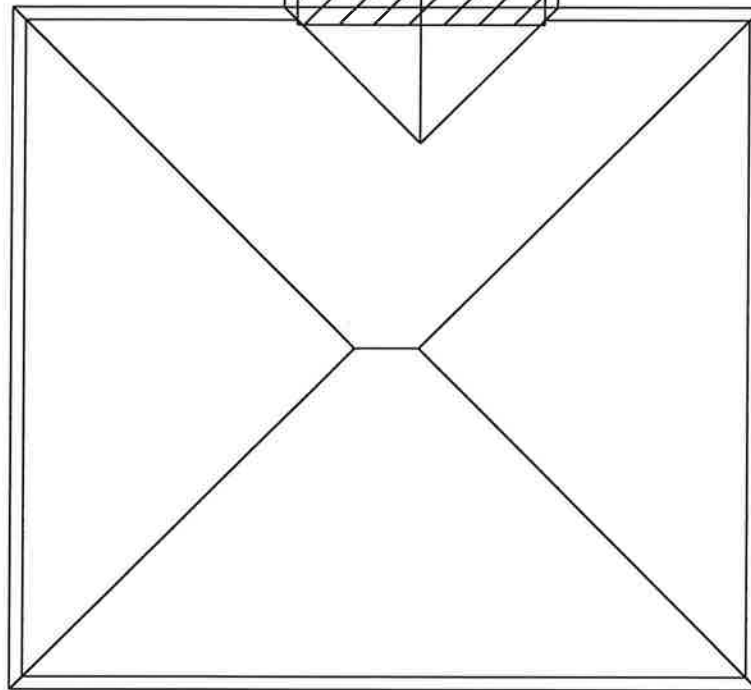
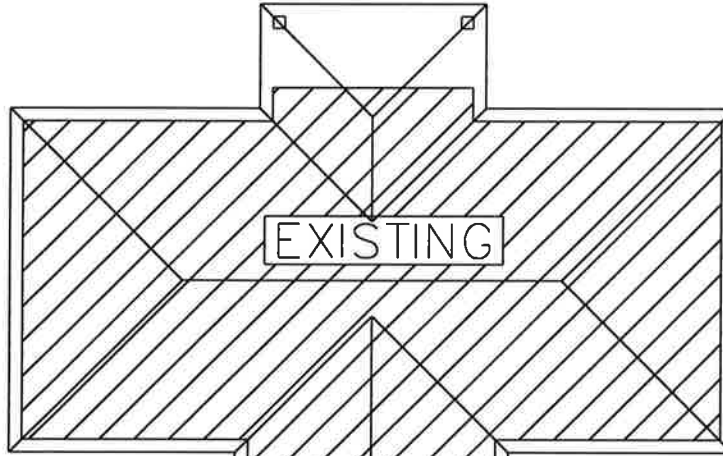
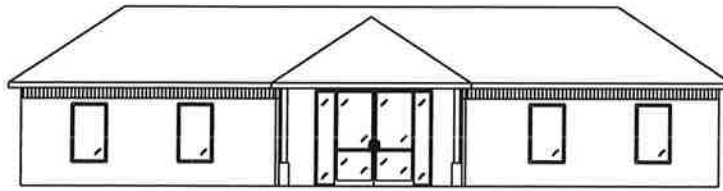
BROOKE PL

Attachment: 2016-057 ATTH 01 Maps (1480 : 2016-057 ORD amend. to PD-02-13(GR) to allow bldg. expansion at 4413 Galleria Oaks)

Exhibit 'A'



Attachment: 2016-057 EXH 'A' Site Plan (1480 : 2016-057 ORD amend. to PD-02-13(GR) to allow bldg. expansion at 4413 Galleria Oaks)



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

NA

No Additional

Other Potential Impacts:

NA

Public Information Plan:

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

Other:

Attachment: Goals & Perspectives (1480 : 2016-057 ORD amend. to PD-02-13(GR) to allow bldg. expansion at 4413 Galleria Oaks)

City of Texarkana, Texas

Version: C

Update Date: 5/15/2016 4:00 PM

Briefing Sheet

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,
Resolution No. 2016-058 authorizing the City Manager to enter into a contract
with J. R. Pope Company, Inc. in an amount not to exceed ONE HUNDRED
SEVEN THOUSAND THREE HUNDRED TWENTY DOLLARS (\$107,320)
for the concrete replacement for Meadowland Drive and Sunny Street
Subject: construction project.

Briefing: 6/13/2016 **Public Hearing:** 6/13/2016 **Second Briefing:** June 27, 2016 **Council Vote:** 7/11/2016

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

NOT APPLICABLE

Executive Summary and Background Information:

Date Invitation for Bids (IFB) Mailed: April 17, 2016 (see ATTH 01)

IFB Number: 16-1901-03

Dates published in Texarkana Gazette: April 17 and 24, 2016

Bids Received from:

JR Rope Company, Inc.

Tatum Excavating Company, Inc.

Bid opening Date: May 3, 2016

Lowest Responsive Bidder: JR Rope Company, Inc. (See ATTH 02)

Contractor's past performance with the city: Satisfactory

Budget: Public Works Streets Maintenance account has adequate uncommitted funds

Policy Exceptions: None

Scope of Work: Replace concrete street panels on Meadowland Drive and Sunny Street.

Potential Options:

- Approve authorizing City Manager to enter into contract with JR Pope Company, Inc.
- Do not approve authorizing City Manager to enter into contract with JR Pope Company, Inc.

Fiscal Implications:

Funds are available in the Streets Division FY16 general budget

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

City of Texarkana, Texas

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2016-058 RES Meadowland Concrete Replacement Project (DOC)
- b. 2016-058 EXH 'A' bid sheet (PDF)
- c. 2016-058 Goals & Perspectives (DOCX)

Staff Coordination

Public Works Department	Kyle Dooley	Department Head Review
Completed	05/12/2016 8:53 AM	
Purchasing and Contracting	Sharon Moore	Purchasing Review
Completed	05/12/2016 10:49 AM	
Finance Department	Kristin Peebles	Review
1:11 PM		Completed 05/12/2016
Assistant City Manager	Shirley Jaster	Assistant City Manager
Review	Completed	05/12/2016 1:13 PM
Public Information Officer	Lisa Thompson	PIO Review
05/12/2016 1:15 PM		Completed
City Manager	John Whitson	City Manager Review
4:00 PM		Completed 05/15/2016
City Council	Jennifer Evans	Meeting
6:00 PM		Completed 05/23/2016

Meeting History

RESOLUTION NO. 2016 – 058

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH J.R. POPE COMPANY, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVEN THOUSAND THREE HUNDRED TWENTY DOLLARS AND NO CENTS (\$107,320.00) FOR THE CONCRETE REPLACEMENT FOR MEADOWLAND DRIVE AND SUNNY STREET CONSTRUCTION PROJECT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, proposals were opened May 3, 2016 for the concrete replacement for Meadowland Drive and Sunny Street construction project; and

WHEREAS, the bidder with the lowest and best bid was J.R. Pope Company, Inc. of Wake Village, Texas in an amount not to exceed **ONE HUNDRED SEVEN THOUSAND THREE HUNDRED TWENTY DOLLARS AND NO CENTS (\$107,320.00)**; and

WHEREAS, funds are available for this service through the Fiscal Year 2016 Street Department Budget.

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

SECTION 1: That the bid price submitted by J.R. Pope Company, Inc. for the concrete replacement for Meadowland Drive and Sunny Street construction project, per **Exhibit “A”** be and is hereby accepted.

SECTION 2: That the City Manager be and is hereby authorized to enter into a contract with J.R. Pope Company, Inc. in an amount not to exceed **ONE HUNDRED SEVEN THOUSAND THREE HUNDRED TWENTY DOLLARS AND NO CENTS (\$107,320.00)**.

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

PASSED AND APPROVED in Regular Council Session on this the **11th day of July, 2016**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Bid Comparison IFB#16-1901-01 Concrete Replacement for Meadowland Drive and Sunny Street Construction Project

				J.R. Pope Company, Inc.		Tatum Excavating Company, Inc.	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	1	LS	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00
2	Remove and Replacement Concrete Pavement	1,490	SY	\$68.00	\$101,320.00	\$74.95	\$111,675.50
3	Performance and Payment Bond	1	LS	\$4,000.00	\$4,000.00	\$2,800.00	\$2,800.00
TOTAL BID PRICE				\$107,320.00		\$118,475.50	

EXHIBIT "A"

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas

Version: B

Update Date: 5/17/2016 9:53 AM

Briefing Sheet

Lead Department:	<u>Planning and Community Development</u>	Action Officer:	<u>David Orr, Planning & Community Development Director</u>
Subject:	<u>Resolution No. 2016-059 authorizing support for a Cultural District Application to the Texas Commission for the Arts.</u>		
Briefing:	<u>6/13/2016</u>	Public Hearing:	<u>6/13/2016</u>
		Second Briefing:	
		Council Vote:	<u>6/13/2016</u>

Item Schedule

Updates/History of Briefing:

Resolution 2014-043 was passed previously in support of the cultural district application process. Also, the Texarkana Arts & Historic District Committee has worked for over three years to create wayfinding signage and banners, publish an economic impact study, host tourism seminars and established a website to collaboratively market arts and historic events in downtown Texarkana.

Executive Summary and Background Information:

The Texarkana Arts & Historic District Committee is comprised of hotel occupancy tax funded organizations including Main Street Texarkana, the Texarkana Symphony Orchestra, the Texarkana Museums System, the Texarkana Regional Arts and Humanities Council, the Chamber of Commerce and representatives from both cities.

The committee requests support for an application to the Texas Commission for the Arts for the establishment of a Texarkana Cultural District.

The designation would provide for numerous benefits by furthering the redevelopment of downtown and increase the potential for future funding from the Texas Commission for the Arts.

The proposed cultural district boundaries will mirror the existing Downtown Main Street District for Texarkana, Texas and Texarkana, Arkansas.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

City of Texarkana, Texas

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. 2016-059 RES Support for a Cultural District Application to the Texas Commission for the Arts (DOCX)
- b. 2016-059 ATTH 01 Arts & Historic Map (PDF)
- c. 2016-059 Goals & Perspectives (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Completed	05/16/2016 6:15 PM		
Assistant City Manager	David Orr	Assistant City Manager	
Review	05/16/2016 6:15 PM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
	05/16/2016 6:42 PM		
City Manager	John Whitson	City Manager Review	Completed 05/17/2016
9:53 AM			
City Council	Jennifer Evans	Meeting	Completed 05/23/2016
6:00 PM			

Meeting History

RESOLUTION NO. 2016 – 059**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, IN SUPPORT OF A CULTURAL DISTRICT APPLICATION TO THE TEXAS COMMISSION FOR THE ARTS; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Texarkana Arts & Historic District Committee comprised of hotel occupancy tax funded organizations including Main Street Texarkana, the Texarkana Symphony Orchestra, the Texarkana Museums System, the Texarkana Regional Arts and Humanities Council, the Texarkana Chamber of Commerce and representatives from both cities request support for an application to the Texas Commission for the Arts for the establishment of a Texarkana Cultural District. The designation would provide for numerous benefits by furthering the redevelopment of downtown and increase the potential for future funding from the Texas Commission for the Arts; and

WHEREAS, the Texarkana Arts & Historic District Committee has worked for over three years to create wayfinding signage and banners, publish an economic impact study, host tourism seminars and establish a website to collaboratively market arts and historic events in downtown Texarkana; and

WHEREAS, the proposed cultural district boundaries will mirror the existing Downtown Main Street District for Texarkana, Texas and Texarkana, Arkansas.

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

SECTION 1: That a cultural district designation is supported and encourages such action as may be necessary by the City Staff to proceed with assistance in the designation application.

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

PASSED AND APPROVED in Regular Council Session on this the **13th day of June, 2016.**

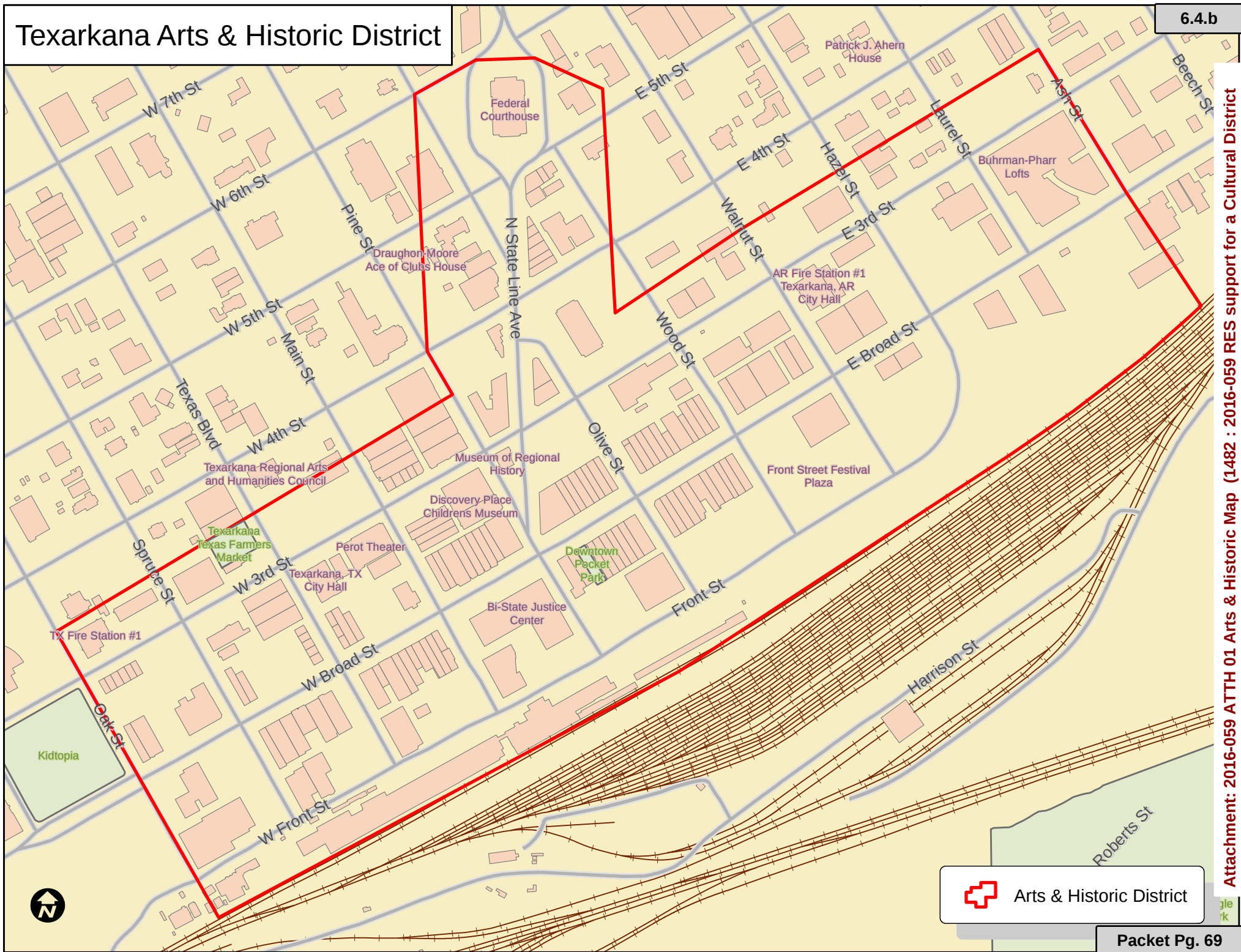
ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Texarkana Arts & Historic District

6.4.b



Attachment: 2016-059 ATTH 01 Arts & Historic Map (1482 : 2016-059 RES support for a Cultural District

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: Medium

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas

Version: A

Update Date: 4/26/2016 3:54 PM

Briefing Sheet

Lead Department: Finance Department **Action Officer:** Kristin Peeples,
Subject: Resolution No. 2016-051 authorizing the City Manager to write-off
uncollectible accounts receivable.

Briefing: 6/13/2016 **Public Hearing:** 5/9/2016 **Second Briefing:** May 23, 2016 **Council Vote:** 6/13/2016

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

Not Applicable

Executive Summary and Background Information:

In October 2011 the City went live with its new financial software, Springbrook. At the time, the best option for charges related to weed lot mowing and demolition services was to record them on the accounts receivable module in Springbrook. Receivables were recorded by the department in charge when the service was performed and revenue was recorded at the time the billing was generated. After invoices were sent to customers, some were returned with bad addresses and many others were simply not paid. Liens were recorded on uncollectible accounts with the hope of collecting payment if the property was ever sold. Even though liens were recorded, balances were left on the accounts receivable module and no additional collection efforts were made. At each fiscal year-end, journal entries were made to reserve any receivables older than one year old. This resulted in balances over one year old being expensed off through the financial statements, but not written off of the accounts receivable system. The accumulated accounts receivable balance that is over 120 days old as of March 31, 2016 totals \$1,579,943.83. The City believes that it has made every reasonable effort to collect these outstanding accounts, through the application of normal collection procedures, with the final procedure of recording a lien on the property. In August of 2015 the City purchased the license for My Gov software. Beginning with the 2016 mowing season, billing related to weed lot mowing and demolition will be processed through this system. This system offers a more conservative approach in that revenue is not recognized until a payment has been made by the customer, instead of when an invoice is generated. In addition, this new software provides a more automated invoicing and collection process for charges related to weed lot mowing and demolition of substandard properties, and results in a more efficient close out of uncollectible accounts. While staff does not anticipate that the new system will increase collections associated with these services, it will allow for more accurate recording of revenue for accounting purposes.

Potential Options:

- Approve or Deny

Fiscal Implications:

City of Texarkana, Texas

Elimination of uncollectible balances from the accounts receivable module

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. 2016-051 RES Accounts Receivable Write Off (DOC)
- b. 2016-051 ATTH 01 Processing Weed Lot and Demolition Through My Gov (PDF)
- c. 2016-051 EXH 'A' Past Due Aging Report Recap as of 03.31.16 (PDF)
- d. 2015-051 Goals & Perspectives (PDF)

Staff Coordination

Finance Department	Charlie Bassett	Department Head Review	Completed	
	04/14/2016 11:16 AM			
Finance Department	Kristin Peebles	Review	Completed	04/14/2016 11:17 AM
Assistant City Manager		Shirley Jaster	Assistant City Manager	
Review	Completed	04/14/2016 11:24 AM		
Public Information Officer		Lisa Thompson	PIO Review	Completed
	04/14/2016 11:34 AM			
City Manager	John Whitson	City Manager Review	Completed	04/18/2016 8:42 AM
City Council	Jennifer Evans	Meeting	Completed	04/25/2016 6:00 PM

Meeting History

04/25/16	City Council	MOVED FORWARD	Next: 05/09/16
05/09/16	City Council	MOVED FORWARD	Next: 05/23/16

RESOLUTION NO. 2016 - 051

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER
TO WRITE-OFF ACCOUNTS RECEIVABLE IN THE AMOUNT
OF \$1,579,943.83 ; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, revenue was previously recorded on the general ledger at the time the service was billed, and accounts receivable invoices were prepared and mailed to customers; and

WHEREAS, all available staff resources have been applied toward the collection of such receivables; and

WHEREAS, the process previously in place has resulted in a large balance of uncollected accounts; and

WHEREAS, a new process is now in place to record revenue at the time of collection instead of billing; and

WHEREAS, this new process removes past due balances from the system immediately following completion of all collection procedures and the filing of a lien.

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

SECTION 1: That the City Manager is hereby authorized to direct the write-off of past due and uncollectible receivables in the amount of \$1,579,943.83 as detailed in **Exhibit 'A'** attached.

SECTION 2: That this Resolution shall constitute neither release nor discharge of liability for any of the accounts comprising the aggregated receivables set forth in Section 1.

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

PASSED AND APPROVED in Regular Council Session on this the **13th** day of **June, 2016**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2016-051 RES Accounts Receivable Write Off [Revision 2] (1471 : 2016-051 RES accounts receivable write-off)

Processing Weed Lot and Demolition Billing Through My Gov Software

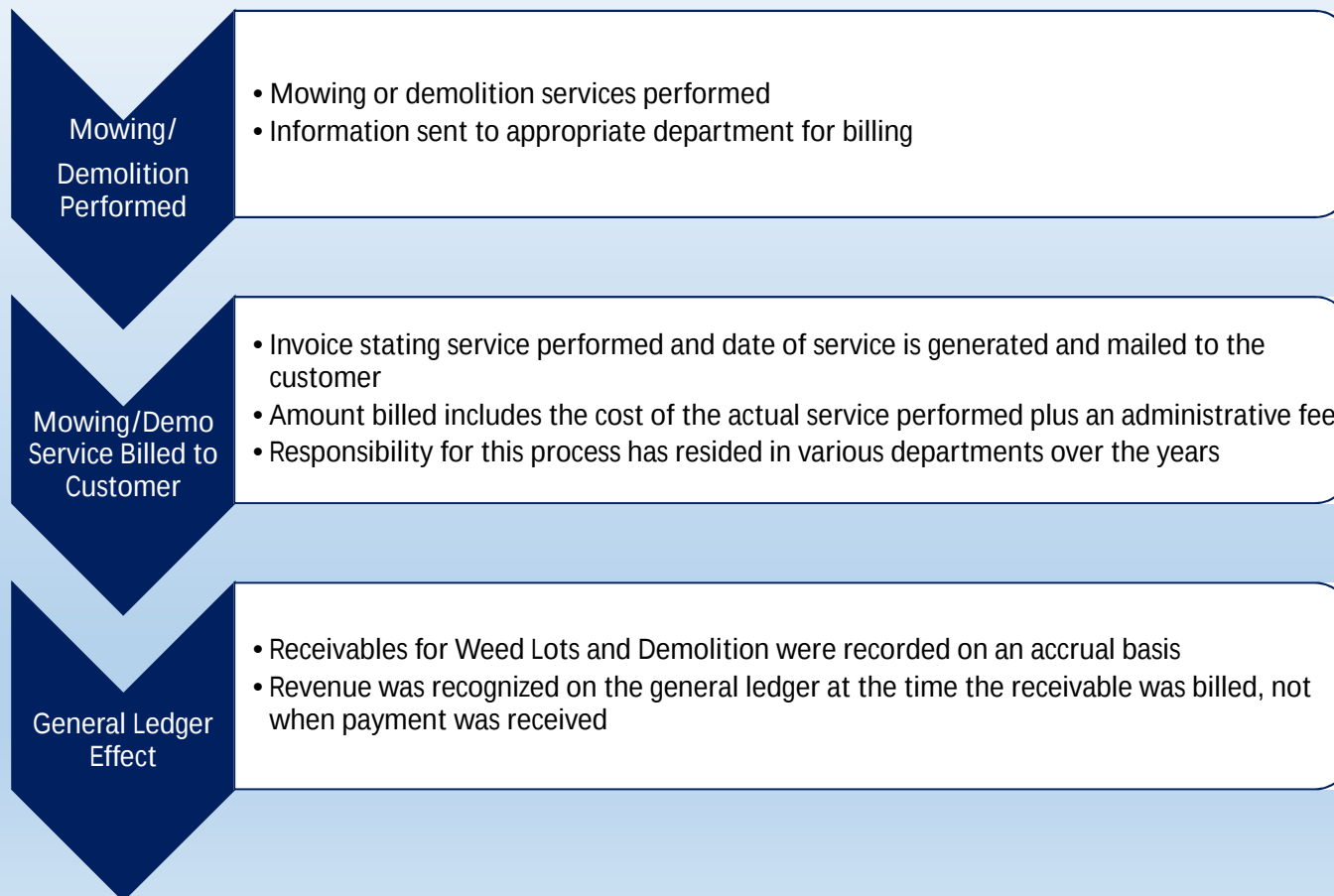
April 25, 2016



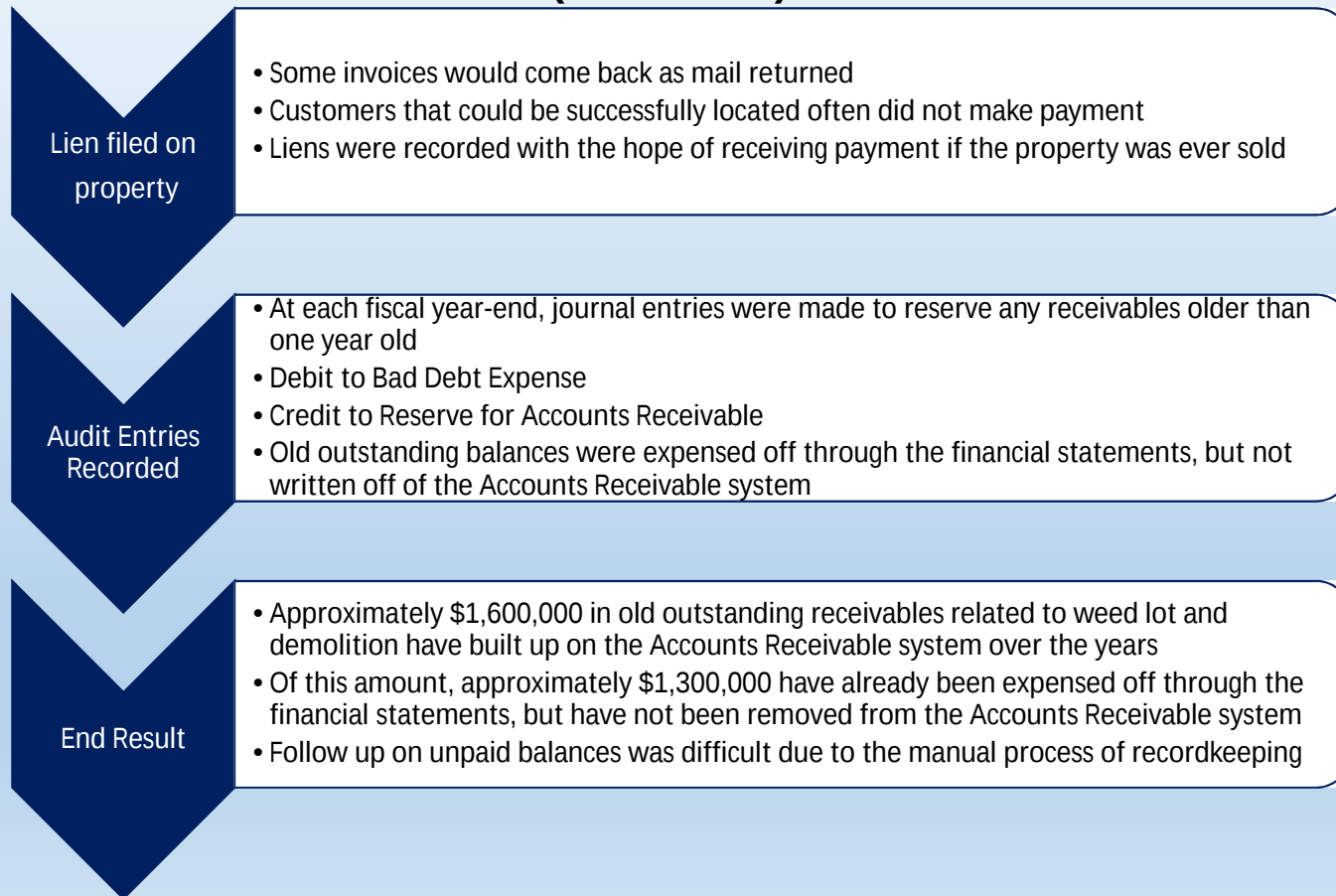
Springbrook Software

- In October of 2011 the City went live with its new financial software, Springbrook
- At the time, the best option for charges related to weed lot mowing and demolition services was to record them on the accounts receivable module in Springbrook
- Receivables were recorded when the service was performed and revenue was recorded at the time the billing was generated
- While this process was our best option at the time, the City is now using a software that provides a more efficient and conservative method of recording charges for weed lot mowing and demolition

Former Process of Billing Weed Lots and Demolition Through Accounts Receivable Module in Springbrook



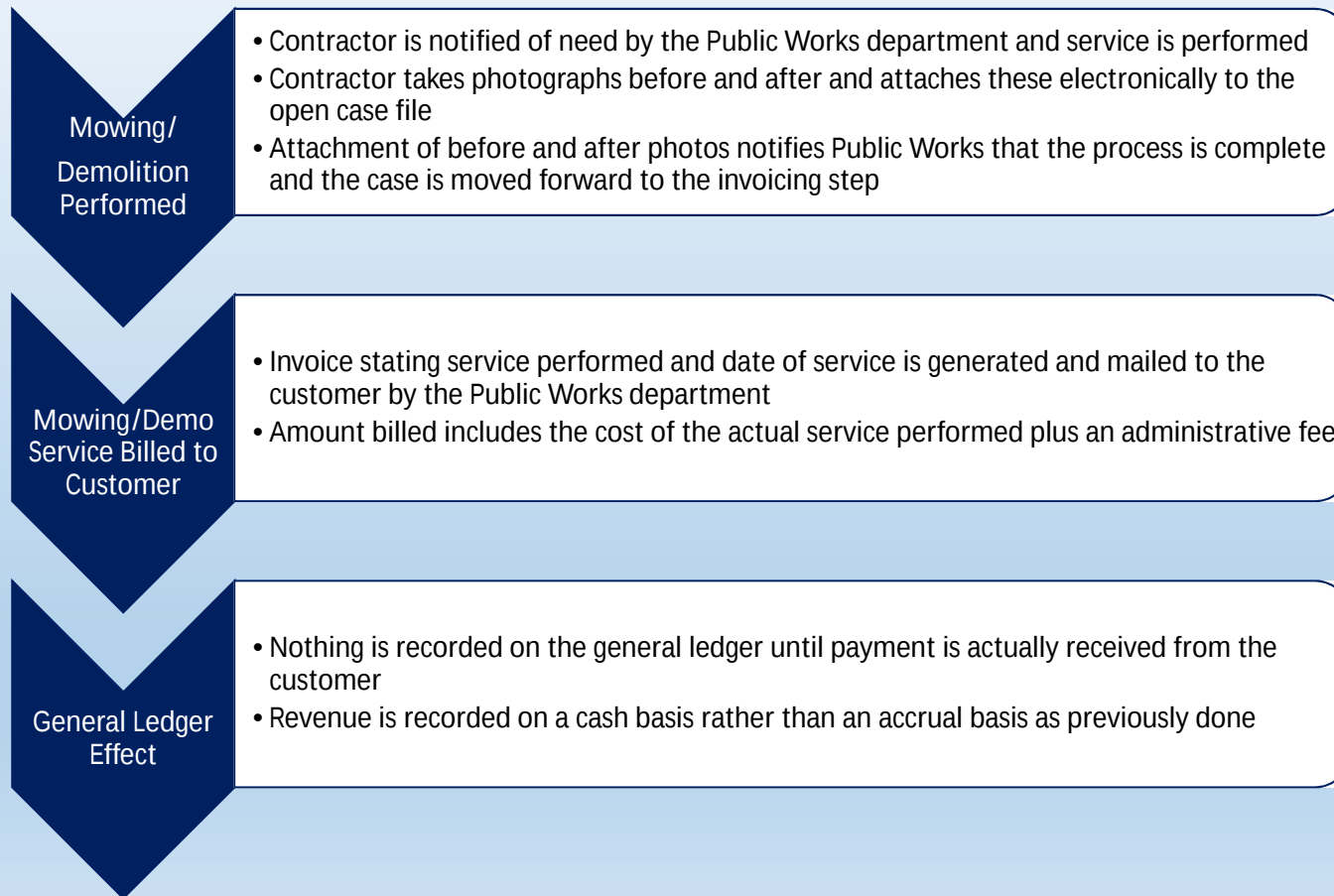
Former Process of Billing Weed Lots and Demolition Through Accounts Receivable Module in Springbrook (Continued)



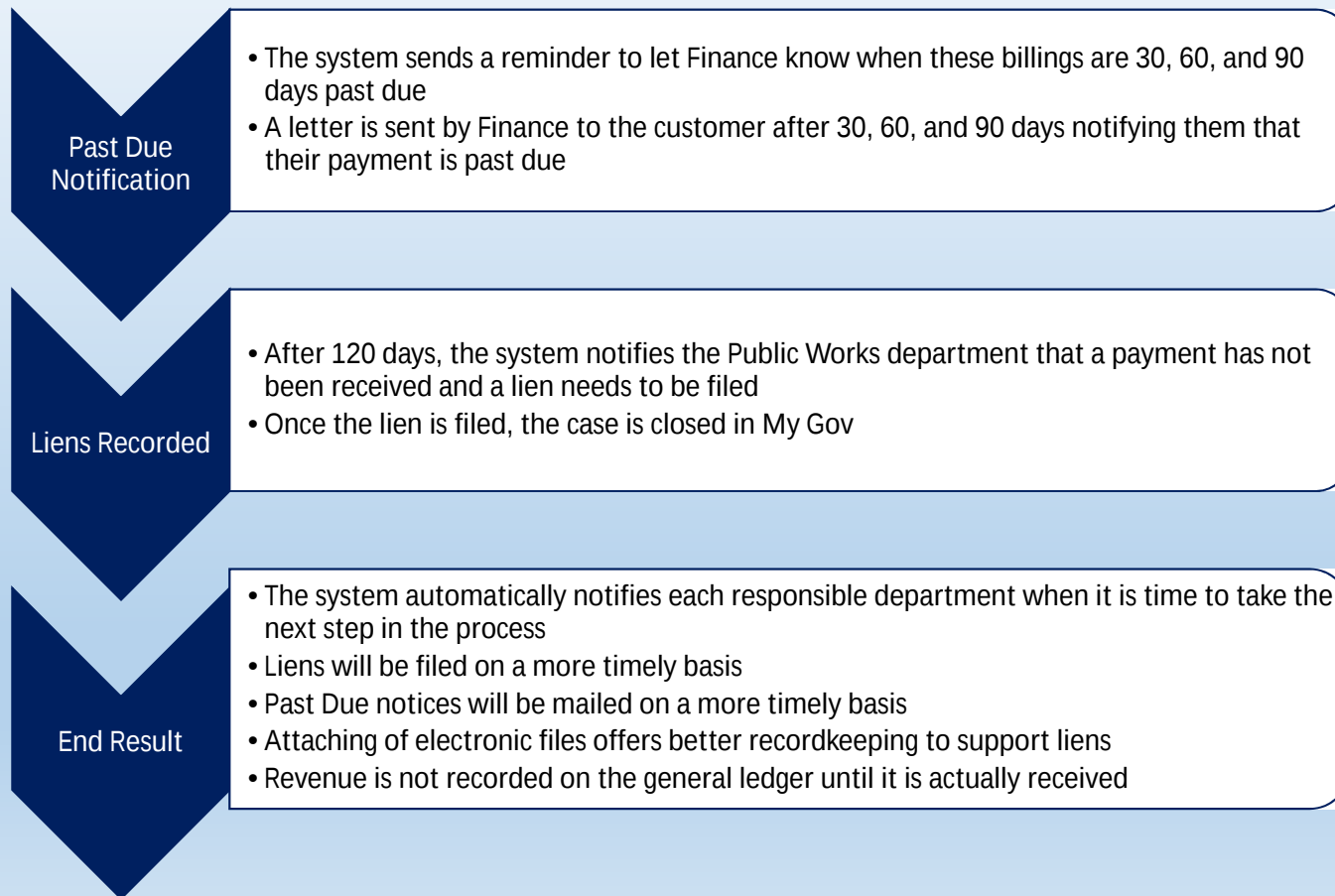
My Gov Software

- In August of 2015, the City purchased the license for My Gov software
- Beginning with the 2016 mowing season, billing related to weed lot mowing and demolition will be processed through this system
- This system offers a more conservative approach
- Revenue is not recognized until a payment has been made by the customer, instead of when an invoice is generated

New Process of Billing Weed Lots and Demolition Through My Gov



New Process of Billing Weed Lots and Demolition Through My Gov (Continued)



Accounts Receivable Aging Report Recap							
3/31/2016							
	Total	Available Credits	Under 30 Days	30 - 60 Days	60 - 90 Days	90-120 Days	Over 120 Days
Weed Lot	1,346,601.88	-	31,234.49	-	-	1,000.00	1,314,367.39
Demolition	232,032.48	-	10,854.77	46,686.53	-	27,150.82	147,340.36
Bowie County	659,567.11	-	6,245.42	-	-	-	653,321.69
Bowie Central Appraisal	131,279.72	-	14,997.28	-	-	-	116,282.44
Other	217,198.37	-	208,168.72	5,875.55	380.96	819.50	1,953.64
Total Receivables	2,586,679.56	-	271,500.68	52,562.08	380.96	28,970.32	2,233,265.52

Proposal For Write-Off**3/31/2016**

Total Receivable Balance as of 3/31/16	2,586,679.56
Under 30 Days	(271,500.68)
30-60 Days	(52,562.08)
60- 90 Days	(380.96)
90-120 Days	(28,970.32)
Bowie County	(653,321.69)
Receivables over 120 days and proposed for write-off	1,579,943.83
Weed lot receivables over 120 days	1,395,019.61
Demolition receivables over 120 days	182,970.58
Other receivables over 120 days	1,953.64
Receivables over 120 days and proposed for write-off	1,579,943.83

Accounts Receivable Aging Report Recap

EXHIBIT "A"

3/31/2016

	Total	Available Credits	Under 30 Days	30 - 60 Days	60 - 90 Days	90-120 Days	Over 120 Days
Weed Lot	1,346,601.88	-	31,234.49	-	-	1,000.00	1,314,367.39
Demolition	232,032.48	-	10,854.77	46,686.53	-	27,150.82	147,340.36
Bowie County	659,567.11	-	6,245.42	-	-	-	653,321.69
Bowie Central Appraisal	131,279.72	-	14,997.28	-	-	-	116,282.44
Other	217,198.37	-	208,168.72	5,875.55	380.96	819.50	1,953.64
Total Receivables	2,586,679.56	-	271,500.68	52,562.08	380.96	28,970.32	2,233,265.52

Proposal For Write-Off

3/31/2016

Total Receivable Balance as of 3/31/16	2,586,679.56
Under 30 Days	(271,500.68)
30-60 Days	(52,562.08)
60- 90 Days	(380.96)
90-120 Days	(28,970.32)
Bowie County	(653,321.69)
Receivables over 120 days and proposed for write-off	1,579,943.83

Weed lot receivables over 120 days	1,395,019.61
Demolition receivables over 120 days	182,970.58
Other receivables over 120 days	1953.64
Receivables over 120 days and proposed for write-off	1,579,943.83

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: High

Other Potential Impacts:

More accurate receivable balance due to timely write off of uncollectible accounts

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: 2015-051 Goals & Perspectives (1471 : 2016-051 RES accounts receivable write-off)