CITY OF TEXARKANA

CITY COUNCIL

MINUTES ● JUNE 9, 2025

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

220 TEXAS BLVD., TEXARKANA, TX 75501

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

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

Staff Present: City Manager David Orr, Jennifer Evans, Reed Russell, Karey Parker, Robby Robertson, Dusty Henslee, Mashell Daniel, Daphnea Ryan, Kristin Peeples, Gary Smith, Brooke Stone, Chris Black, Evey Martin, Chiquita Burks, Vashil Fernandez, Megan Price, Nailah Zetrenne, and Ryan Galvan.

Municipal Court: Judge Sherry Jackson Hawkins.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER JAY DAVIS

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings
Monday, July 14, 2025, at 6:00 p.m.
Monday, August 11, 2025, at 6:00 p.m.

Parks & Recreation Activities

June 14th,21st, 28th July 12th	Farmer's Market 8:00 am -12:00 pm	500 N. Stateline Ave.
June 12th	Movies in the Park "**The Goonies**" at dusk	Spring Lake Park
June 13th - 16th	Baseball Association of Texarkana, TX	Swanger Complex

	District Tournament	
June 20th- 23rd	Baseball Association of Texarkana, TX Regional Tournament	Swanger Complex
June 27th - 30th	Baseball Association of Texarkana, TX State Tournament	Swanger Complex

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

Perot Theatre - Upcoming Show

Joni's Gymnastics and Dance Center presents**: Once Upon a Dance,** dance recital, on June 14th at 6:00 pm.

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

The Mayor recognized city interns, Evey Martin and Nailah Zetrenne, who will be working at the city this summer, and new management fellow, Ryan Galvan.

The American Legion Baseball Tournament will be held, for both the senior and junior divisions, on June 13-15. Games will be played at Spring Lake Park.

IV. OPEN FORUM: COMMENTS FROM THE PUBLIC

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

Kristi Kendricks, of Amachi Vision Corp (Amachi) and Director of the Beverly Community Center, thanked the city for allowing her to be a part of the team accompanying city staff who recently went to a NUSA conference in Jacksonville, Florida.

She was disheartened to say that Amachi has overstayed its lease agreement and will be moving out of the Beverly Community Center on July 7th. The lease agreement was initially signed in 2018, but they were not officially in the community center until May 1, 2024, due to break-ins and meeting the revitalization guidelines that were required as the building is city-owned.

She said the city did work with Amachi on a month-to-month lease, but Amachi failed to transition timely to the business of representing youth development in the capacity of what those terms fall under. She also said Amachi will reapply when the upcoming RFP process opens.

Shawn Daingerfield spoke in support of the great things that Amachi and Ms. Kendricks have done for the Beverly community at the center.

V. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

There were no appointments made to any board, commission, or committee.

VI. ITEMS FOR CONSIDERATION

Consent Items

(6:18 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Jay Davis, Ward 6
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

1. Consider approval of the minutes of the Regular Meeting of the City Council held on May 12, 2025 at 6:00 PM.

2. Consider approval of the minutes of the Joint Budget Advisory Committee Workshop of the City Council held on May 28, 2025 at 11:30 AM.

3. Ordinance No. 2025-078 amending Section 1 of Ordinance No. 2025-040, extending for an additional month the moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances; setting a moratorium expiration at 11:59 p.m., August 11, 2025; and setting a public hearing on August 11, 2025, for Council consideration of Code Chapter 36 revisions.

   Public Hearing:
   Council Vote: June 9, 2025

4. Resolution No. 2025-079 approving the Texarkana Regional Airport Apron Phase III Project in the amount of $4,274,853 and approving the Airport Executive Director to sign a work order with McClelland Consulting Engineers, Inc. for Apron Phase III construction in the amount of $477,000, to be funded solely by grant and federal funds.

   Public Hearing:
   Council Vote: June 9, 2025

5. Resolution No. 2025-080 approving a pavement rehabilitation project not to exceed $400,000 and approving the Airport Executive Director to sign a work order with McClelland Consulting Engineers, Inc. for pavement rehabilitation in the amount of $55,200 approved in the capital FY25 budget.

   Public Hearing:
   Council Vote: June 9, 2025

6. Resolution No. 2025-083 amending Resolution No. 2025-046 and approving the Self-Service Fuel System Project for an amount not to exceed $395,000 and approving the Airport Executive Director to sign an work order with Garver, LLC, for the Self-Serve AVgas tank design and administration in the amount of $84,000 approved in the capital FY25 budget.

   Public Hearing:
   Council Vote: June 9, 2025

7. Resolution No. 2025-084 amending Resolution No. 2025-059 and approving the Airport Executive Director to sign a work order with Garver, LLC, for Vehicle Service Road Design in the amount of $211,400, approved in the capital FY25 budget.

   Public Hearing:
   Council Vote: June 9, 2025

8. Resolution No. 2025-086 authorizing the City Manager to execute a contract with Altech, Inc. of Texarkana, Texas, for an amount not to exceed $90,135.03, for the clearing and grubbing of city property on Gazola Street, recently received from the Chamber of Commerce, with funds budgeted in the Economic Development Fund (Fund 223).

   Public Hearing:
   Council Vote: June 9, 2025

9. Resolution No. 2025-087 authorizing an expenditure for an amount not to exceed $50,000 for the Texarkana Regional Airport Air Show with funds budgeted in the Hotel Occupancy Tax Fund (Fund 212).

   Public Hearing:
   Council Vote: June 9, 2025

10. Resolution No. 2025-088 authorizing an expenditure for an amount not to exceed $50,000 for the Red River Lone Star Support Committee in support of Red River Army Depot with funds budgeted in the Economic Development Fund (Fund 223).

    Public Hearing:
    Council Vote: June 9, 2025

11. Resolution No. 2025-093 authorizing the City Manager to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of four (4) homes selected under the Texas Department of Housing and Community Affairs (TDHCA) HOME Program.

    Public Hearing:
    Council Vote: June 9, 2025

12. Resolution No. 2025-094 supporting the application for Emergency Solutions Grant homelessness prevention funds.

    Public Hearing:
    Council Vote: June 9, 2025

Action Items

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

    Public Hearing:
    Council Vote: June 9, 2025

(6:20 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Christie Page, Ward 4
SECONDER:	Steve Thompson, Ward 3
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

14. Resolution No. 2025-081 authorizing the City Manager to accept an EPA Brownfields Community-Wide Assessment Grant in the amount of $500,000 in partnership with the City of Texarkana, Arkansas, under a memorandum of understanding executed October 24, 2023, and execute all necessary contracts and documents to implement the requirements of this grant.

    Public Hearing:
    Council Vote: June 9, 2025

    (6:21 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jay Davis, Ward 6
SECONDER:	Christie Page, Ward 4
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

15. Resolution No. 2025-085 ending the authorization of Resolution No. 2022-135 for contracting with a governmental affairs consulting firm and authorizing the City Manager to provide advance written notice of termination of the consulting services agreement with McWilliams Strategies, LLC.

    Public Hearing:
    Council Vote: June 9, 2025

    Jeff Lewis briefed this agenda item.
    (6:25 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Steve Thompson, Ward 3
SECONDER:	Christie Page, Ward 4
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

VII. FIRST BRIEFINGS

1. Ordinance No. 2025-082 calling for a Special Election to be held on the November Uniform Election Date -- Tuesday, November 4, 2025 -- to consider City Charter amendments.

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

Jeff Lewis briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 7/14/2025 6:00 PM**

2. Resolution No. 2025-089 adopting the CDBG PY25 Annual Action Plan.

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

Megan Price briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 7/14/2025 6:00 PM**

3. Resolution No. 2025-090 approving an extension of the 1985 Millwood Water System Agreement [joint resolution with the City of Texarkana, Arkansas].

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

City Manager Orr briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 7/14/2025 6:00 PM**

4. Ordinance No. 2025-091 rezoning Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive (Ward 6) from Single Family-1 to Planned Development-Neighborhood Service. Aaron Gaylor, owner.

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

Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 7/14/2025 6:00 PM**

5. Ordinance No. 2025-092 rezoning on an approximate 6.11-acre tract of land (being Tract 2), F.W. Schifflin HRS, A-928, located at 5825 Pleasant Grove Road (Ward 5) from Single Family-1 to Single Family-2. Andy Rayburn, owner, and Brad Meador, 2B Builders, agent. (A 3/4 vote will be required by the City Council to approve this request).

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

Mashell Daniel briefed this agenda item.

RESULT:	**MOVED FORWARD**	**Next: 7/14/2025 6:00 PM**

VIII. PUBLIC HEARINGS

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

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

   Mai Anh Silas and Randy Davis addressed council at this hearing. Mr. Davis stated the address for the proposed property rezoning was 4126 Norton Street, according to an email Ms. Silas received related to the title document.

   Mashell Daniel responded the Bowie Central Appraisal District and Texarkana Maps, both show the address of this property as 3126 Norton Street.
   (6:48 p.m.)

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

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

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

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

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Christie Page, Ward 4
SECONDER:	Jay Davis, Ward 6
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

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

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

   Jeremy Nienkamp addressed council at this hearing.
   (6:52 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mary Hart, Ward 2
SECONDER:	Jay Davis, Ward 6
AYES:	Bruggeman, Matlock, Hart, Thompson, Page, Davis
ABSENT:	Meador

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

   Summit Utilities' Brooke Parsons, Regional Director of Regulatory Affairs and Greg Strickland, Director of Operations, attended the hearing. Ms. Parsons highlighted the overview, proposal, and benefits of the proposed rate increase to Texas customers outlined in an executive summary.

   Mr. Strickland addressed the New Town gas line replacement concerns of Council Member Matlock. He also said Summit has 2025 projects planned and one just started in and around the Kennedy Lane area of, approximately, three miles of piping to replace all the mains and services in that area. This project should take about three to four months.

   Ms. Matlock asked for proof that the gas lines in the New Town area were actually replaced as the 2012-2014 records show provided by Summit. She said a picture is better than a thousand words. She feels very confident the lines in that area have not been replaced, in part, due to no notifications were given to the residents, no trucks were seen in the area, and no evidence of the ground being dug up to replace the lines.

   Mr. Davis said the information he reviewed gives him concern that when Summit purchased the company in 2022, from former provider Centerpoint, the rates weren't

correctly set at that time and this current rate increase proposal is "right sizing" or recouping loss from the negotiation with Centerpoint, at the expense of the Texas-side citizens.

James Hawkins said he grew up in the New Town community and still owns property there since the 1960s. He has never seen any infrastructure worked performed on replacing gas lines. He said he asked his family members and no one is aware of any time the gas lines were being replaced in their neighborhood.

New Town Gas Line Replacements Update

RESULT:	**CLOSE ACTION**

SUA Executive Summary Document

RESULT:	**CLOSE ACTION**

IX. CITY MANAGER'S REPORT

Red River Army Depot Update
Recently, the Chamber's Military Affairs Committee held a series of productive meetings in Washington, D.C. with members of Congressional Delegation, including Senators John Cornyn, Ted Cruz, and Tom Cotton, as well as Representatives Pat Fallon, Nathaniel Moran, and Bruce Westerman, among others.

The visit reaffirmed RRAD's vital role in supporting national defense readiness and highlighted its significant economic impact on the Texarkana region. Thank you to the Congressional Delegation for taking time to meet with staff and members of the Military Affairs Committee that helped to make the trip possible.

Budget Advisory Committee Meetings Recap
Budget advisory meetings were held May 7th, May 14th and the joint meeting was held on May 28th. Thanks were given to staff, Council and the Budget Advisory Committee members who worked on the city's FY26 budget recommendations. Special thanks were given to Kristin and her team for their work over the past several months. During the summer, additional updates will be sent out in preparation for the FY26 budget adoption later this year.

Rose Hill Neighborhood Association Named National "Neighborhood of the Year" Runner-up
Congratulations to Chiquita Burks and Rhonda Dolberry who were recognized as the national runner-up in the Social Revitalization/Neighborliness category at the Annual Neighborhoods USA (NUSA) Conference in Jacksonville, Florida.

SAVE THE DATES: RRAD 250th Birthday of the United States Army Celebration (June 12th) 11:30 am - 12:30 pm, Red River Army Depot- outside Bldg. 468 Leadership Center.

DQ 40TH Anniversary Surprise & Delight Tour, Thursday, June 12th at the Rotary Splash Pad from 1:30 pm - 3:00 pm. Join TTPD & TTFD for free blizzards, gift cards, and DQ swag.

2024 International Building Codes Meeting, Wednesday, June 18th from 11:00 am - 1:00 pm at City Hall in the 2nd floor conference room. Lunch will be provided; RSVP to 903-798-3912.

X. ADMINISTRATIVE COMMENTS

1. City Council

   Council had no administrative comments for staff.

2. City Staff

   Staff had no administrative comments for council.

XI. CLOSED SESSION

The City Council convened into closed session pursuant to the following sections of the Texas Government Code:

A. Section 551.071 (Consultation with Attorney) and Section 551.074 (Personnel Matters) - The Fireman's Relief and Retirement Fund

B. Section 551.071 (Consultation with Attorney) and Section 551.072 (Real Property)

XII. RECONVENED INTO OPEN SESSION

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(8:01 p.m.)

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

Jennifer Evans
City Secretary

Bob Bruggeman
Mayor

CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 12, 2025

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

220 TEXAS BLVD., TEXARKANA, TX 75501

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

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

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

Municipal Court: Judge Sherry Jackson Hawkins.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER JEAN MATLOCK

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

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

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

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

IV. MENTAL HEALTH AWARENESS PROCLAMATION

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

Mental Health Awareness Month - May 2025

RESULT:	**CLOSE ACTION**

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

V. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

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

Parks & Recreation Activities

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

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

Perot Theatre - Upcoming Shows

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

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

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

VI. OPEN FORUM: COMMENTS FROM THE PUBLIC

Per Council rules, comment time is limited to five minutes, or ten minutes if using a translator. Before comments are made, a speaker must complete an information sheet and give to the City Secretary. If your

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

comment pertains to an agenda item with a scheduled public hearing or public comment, the Council requires that you make your comment at that time; you do not need to complete an information sheet.

There were no public comments made at Open Forum.

VII. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

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

Motion to confirm Mayoral reappointment and new appointment.

(6:21 p.m.)

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

VIII. ITEMS FOR CONSIDERATION

Consent Items

(6:29 p.m.)

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

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

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

   Public Hearing:
   Council Vote: May 12, 2025

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

Public Hearing:
Council Vote: May 12, 2025

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

   Public Hearing:
   Council Vote: May 12, 2025

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

   Public Hearing:
   Council Vote: May 12, 2025

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

   Public Hearing:
   Council Vote: May 12, 2025

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

   Public Hearing:
   Council Vote: May 12, 2025

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

   Public Hearing:
   Council Vote: May 12, 2025

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

   Public Hearing:
   Council Vote: May 12, 2025

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

    Public Hearing:
    Council Vote: May 12, 2025

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

    Public Hearing:
    Council Vote: May 12, 2025

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

Public Hearing:
Council Vote: May 12, 2025

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

    Public Hearing:
    Council Vote: May 12, 2025

Action Items

There were no Action Items discussed at this meeting.

IX. FIRST BRIEFINGS

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

   Public Hearing:
   Council Vote: June 9, 2025

   Brooke Stone and Rayleigh Derrick briefed this agenda item.

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

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

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

   Mashell Daniel briefed this agenda item.

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

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

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

   Mashell Daniel briefed this agenda item.

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

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

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

   Mashell Daniel briefed this agenda item.

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

X. PUBLIC HEARINGS

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

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

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

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

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

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

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

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

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

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

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

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

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

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

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

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

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

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

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

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

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

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

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

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

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

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

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

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

(6:54 p.m.)

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

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

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

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

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

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

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

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

XI. CITY MANAGER'S REPORT

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

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

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

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

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

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

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

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

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

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

XII. ADMINISTRATIVE COMMENTS

1. City Council

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

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

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

2. City Staff

   Staff had no administrative comments for council.

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XIII. ADJOURNMENT

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

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

Jennifer Evans
City Secretary

Bob Bruggeman
Mayor

Minutes Acceptance: Minutes of May 12, 2025 6:00 PM (Consent Items)

CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 28, 2025

Council Chambers | **Joint Budget Advisory Committee Workshop** | **11:30 AM**

220 TEXAS BLVD., TEXARKANA, TX 75501

I. CALL TO ORDER

II. WELCOME & OPENING REMARKS

Mayor Bruggeman welcomed everyone to the FY 2026 joint Budget Advisory Committee meeting. Van Alexander thanked the council for its reappointment of the budget advisory members and said staff is always prepared and great to work with each year.

III. ITEM FOR DISCUSSION - PROPOSED FY 2026 CITY BUDGET

Kristin Peeples shared a recap of the FY 2024 audit recently provided by David Coleman of Forvis Mazars. The FY24 audit addressed the General Fund - Fund Balance and also included the Texarkana Water Utilities (TWU) - Texas Revenue Fund.

She continued with the FY25 revised numbers for the General Fund - Fund Balance and TWU - Texas Revenue Fund. Her presentation outlined estimated sales tax revenue and one-time use of fund balance for projects. If those projects are not completed in FY25, they will roll into FY26. The city has received estimated property vaulations from the Bowie Central Appraisal District for Tax Year 2025 (Fiscal Year 2026). The city normally receives the **certified** property valuations in late July.

Staff plans to maintain an overall tax rate of $0.65 for the city. The proposed budget includes water and sewer revenue increases effective October 1st: water and sewer rates based on the adopted rate study (approximately 4% on water and 3% on sewer for the average household user) and a Riverbend fee of $5.16/1,000 gallons which is an increase of 1.66/1,000 gallons.

As for personnel, the city's health insurance contract is currently in negotiations and staff anticipates a cost increase. The cost increase is currently budgeted at 40%. The proposed budget includes employee pay increases for non-civil service and civil service staff, which is approximately $575,000 for the city and $207,500 for TWU employees.

The city has received official notice that current fire pension contributions are insufficient to amortize the unfunded liability within 30 years. Staff and the fire pension board are working collaboratively to develop a mutually agreed-upon funding policy.

Expenditures were discussed and several new items were included in the proposed budget. The Budget Advisory Committee made the following recommendations for FY26:

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- Prepare a Popular Annual Financial Report (a brief financial report that is readily accessible and easily understandable to the general public) that meets the requirements for the Government Finance Officers Association (GFOA) award
- Align operations of associated entities and shared departments including TWU, Airport, and Library
- Bring the Information Technology department into the budget of both cities
- Implement personnel increases of 3% for civil service police and fire and 2% for non-civil service employees
- Continue working with insurance consultant to finalize insurance contract and develop cost saving strategies
- Use additional property tax revenue to pay debt service by issuing tax notes or bonds for major street maintenance projects and other capital items
- Restore the Housing Finance Corporation
- Work toward a funding solution for the fire pension plan
- Allocate $200,000 annually in the TWU budget for incentives for water and sewer extension in new residential developments
- Continuation of the following TWU projects:
  - Waggoner Creek Wastewater Treatment Plant Upgrade
  - State Line Metering and Corridor
  - Texas Viaduct Water Looping
  - Automatic Metering and Energy Audit
  - Highway 82 Water Main Relocation
  - Finalize contract extension with Graphic Packaging
- Increase water and sewer rates based on the adopted rate study effective October 1st
- Implement wholesale water contract CPI increases effective January 1st
- Increase the Riverbend fee to $5.16/1,000 gallons effective October 1st
- Complete TWU conversion to Springbrook by September 30th

Heath Haigood, Senior Account Executive of Hub International, provided an update of the city's health plan, including a historical health plan financial report that helps to monitor trends over the last few years.

Minutes Acceptance: Minutes of May 28, 2025 11:30 AM (Consent Items)

Mr. Haigood presented strategic recommendations related to plan results, moving forward, and employee health and wellness.

Budget Advisory Members requested the City Manager to set up a small group workshop to further discuss the current and future impacts of rising health insurance costs and how that will affect city employees.

IV. CLOSING COMMENTS

Mayor Bruggeman thanked everyone who participated and joined the meeting.

V. ADJOURNMENT

The meeting was adjourned at 1:34 p.m.

Jennifer Evans
City Secretary

Bob Bruggeman
Mayor

Minutes Acceptance: Minutes of May 28, 2025 11:30 AM (Consent Items)

City of Texarkana, Texas

Version: E

Briefing Sheet

Update Date: 6/6/2025 4:47 PM

Lead Department: City Attorney **Action Officer:** Jeffery Lewis,

Subject: Ordinance No. 2025-078 amending Section 1 of Ordinance No. 2025-040, extending for an additional month the moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances; setting a moratorium expiration at 11:59 p.m., August 11, 2025; and setting a public hearing on August 11, 2025, for Council consideration of Code Chapter 36 revisions.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Schedule 3: No briefing required (one week)

Ordinance No. 2025-078 amending Section 1 of Ordinance No. 2025-040, extending for an additional month the moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances; setting a moratorium expiration at 11:59 p.m., August 11, 2025; and setting a public hearing on August 11, 2025, for Council consideration of Code Chapter 36 revisions.

Updates/History of Briefing:

On March 10, 2025, by Ordinance No. 2025-040, the City Council approved a four-month moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances.

Executive Summary and Background Information:
During the recently-concluded 89th Regular Session of the Texas Legislature, both the House and Senate initially considered companion legislation to regulate eight-liners (HB 487, SB 517). SB517, referred to the Senate Committee on State Affairs chaired by Sen. Bryan Hughes, included an "eight-liner" in the definition of "gambling device" and defined an "eight-liner" to mean "an electronic device capable of simulating the play of a traditional mechanical slot machine, regardless of the number of lines of play, that for consideration affords a player or user of the device an opportunity to win a prize based solely or partially on chance". The City Council's policy determination set out in Ordinance No. 2025-040 was delivered to Sen. Hughes by letter (see ATTH 01). The Senate passed a substitute version of the bill which notably increased certain specific Penal Code gambling offenses (i.e., gambling promotion, keeping a gambling place, and communicating gambling information) from Class A misdemeanors to felonies of the third degree. The House received the Senate bill on May 8. The legislative session adjourned sine die with no action by the House.

With no new legislative guidance on the issues addressed in Ordinance No. 2025-040, City staff recommends adding one month to the four-month moratorium, with a revised expiration date for the moratorium set at 11:59 p.m., August 11, 2025, allowing for a typical first briefing and public hearing/Council vote date for the Council to consider staff-recommended revisions to the City's Code of Ordinances. The proposed ordinance sets a first briefing date on such recommended revisions during the regular City Council meeting scheduled for July 14, 2025, and sets a public hearing and Council vote date on such recommended revisions during the regular City Council meeting scheduled for August 11, 2025.

Potential Options:

Approve, decline to approve, or modify the proposed amendment to Ord. No. 2025-040.

Fiscal Implications:
No additional fiscal implications from what had been identified in Ord. No. 2025-040.

Staff Recommendation:
Staff recommends for approval.

Advisory Board/Committee Review:
None.

Board/Committee Recommendation:
Not applicable.

Advisory Board/Committee Meeting Date and Minutes:
Not applicable.

Attachments

a. 2025-078 ORD amending 2025-040 [rev] (DOC)
b. 2025-078 ATTH 01 Hughes_Letter for Eight-Liners (PDF)
c. 2025-078 Goals & Perspectives (DOCX)
d. 2025-078 ORD amd 2025-040 Sec. 1 add1 mo moratorium signed (PDF)

Staff Coordination

City Attorney	Jeffery C. Lewis	Department Head Review	Completed	05/14/2025 10:37 AM
City Secretary	Jennifer Evans	Review	Completed	05/14/2025 12:22 PM
City Manager	David Orr	City Manager Review	Completed	05/14/2025 4:52 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

ORDINANCE NO. 2025-078

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING SECTION 1 OF ORDINANCE NO. 2025-040, EXTENDING FOR AN ADDITIONAL MONTH THE MORATORIUM ON THE ACCEPTANCE AND APPROVAL OF APPLICATIONS FOR PERMITTING THE INSTALLATION AND PLACEMENT OF DEVICES OR MACHINES REGULATED BY CHAPTER 36 OF THE CITY'S CODE OF ORDINANCES; SETTING A MORATORIUM EXPIRATION AT 11:59 P.M., AUGUST 11, 2025; SETTING A PUBLIC HEARING FOR CONSIDERATION OF CODE CHAPTER 36 REVISIONS ON AUGUST 11, 2025; CONTAINING REPEALER, SEVERABILITY, AND SUPERSEDING CLAUSES; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council, on March 10, 2025, by Ordinance No. 2025-040, incorporated herein by reference for all purposes, approved a four-month moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances; and

WHEREAS, Ordinance No. 2025-040 recited pending (at the time) companion bills, HB487 and SB517, before the Texas Legislature addressing proposed amendments to the Texas Penal Code for criminal offenses and defenses related to gambling devices, and recognized the allowance for adequate time for the 89th Regular Session of the Texas Legislature to consider and reach a determination on those pending bills; and

WHEREAS, SB517, referred to the Senate Committee on State Affairs chaired by Sen. Bryan Hughes, included an "eight-liner" in the definition of "gambling device" and defined an "eight-liner" to mean "an electronic device capable of simulating the play of a traditional mechanical slot machine, regardless of the number of lines of play, that for consideration affords a player or user of the device an opportunity to win a prize based solely or partially on chance"; and

WHEREAS, the City Council found and determined in Ordinance No. 2025-040 that the purpose and intent of HB487 and SB517 to define an eight-liner as a gambling device should be endorsed and directed the City Manager to communicate this policy determination to the Texas Legislature and to the attention of Sen. Hughes, which was promptly accomplished; and

WHEREAS, the legislative session has been adjourned sine die, and while the Senate passed a substitute version of SB517 which notably increased certain specific Penal Code gambling offenses (i.e., gambling promotion, keeping a gambling place, and communicating gambling information) from Class A misdemeanors to felonies of the third degree, the House received the Senate bill on May 8 but the legislative session concluded with no action by the House; and

WHEREAS, with no new legislative guidance on the issues addressed in Ordinance No. 2025-040, the City Council is of the opinion that an additional month should be added to the four-month moratorium, specifying a revised expiration date for the moratorium on 11:59 p.m., August 11, 2025, thereby allowing for the scheduling of a typical first briefing during the regular City Council meeting on July 14, 2025, and a public hearing and Council vote date during the regular City Council meeting on August 11, 2025, with respect to staff-recommended revisions to Chapter 36 of the City's Code of Ordinances.

Attachment: 2025-078 ORD amending 2025-040 [rev] [Revision 3] (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration date)

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

SECTION 1: Section 1 of Ordinance No. 2025-040 is hereby amended to state as follows:

> **SECTION 1:** From and after the effective date of this Ordinance, the City will neither accept any applications nor issue any permits for the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances. This moratorium or prohibition shall be effective for a period of approximately five months, expiring at 11:59 p.m., August 11, 2025.

SECTION 2: The Council sets a first briefing date on recommended revisions to the City's Code of Ordinances pertaining to the issues addressed in Ordinance No. 2025-040 during the regular City Council meeting scheduled for July 14, 2025, and sets a public hearing and Council vote date on such recommended revisions during the regular City Council meeting scheduled for August 11, 2025.

SECTION 3: If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4: In the event a section, clause, sentence, or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 5: In the event of any conflict between this Ordinance and any other ordinances or parts of ordinances, this Ordinance shall supersede and control.

SECTION 6: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

SECTION 7: This Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-078 ORD amending 2025-040 [rev] [Revision 3] (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration date)

CITY OF
TEXARKANA
220 TEXAS BOULEVARD TEXARKANA TEXAS 75501 TEXAS

March 18, 2025

The Honorable Bryan Hughes
P.O. Box 12068
Austin, TX 78711

Dear Senator Hughes:

Last Monday night, the City Council of the City of Texarkana, Texas, enacted the enclosed ordinance establishing a four-month moratorium on accepting and approving applications permitting the installation and placement of "coin-operated machines" regulated by City Code. The ordinance directs me, in my capacity as City Manager, to bring to your attention the City Council's endorsement of Sections 1-3 of SB517, and the City Council's policy determination that an eight-liner should be defined as a gambling device under City ordinance or Texas law, or both.

The moratorium was prompted by an influx of eight-liners which have been declared unconstitutional gambling devices only in the jurisdiction of the Second Court of Appeals following the City of Fort Worth v. Rylie litigation. The passage of SB517 would bring about uniform statewide policy that Texarkana needs. The laws for our neighboring Arkansas border municipality do not allow these devices, so Texarkana gets applicants requesting permits for eight-liners from the East. And from the West, from the very jurisdiction where eight-liners have been declared as unconstitutional gambling devices, groups of persons from Fort Worth are recruiting locals to secure applications for these machines.

Texarkana has pending investigations on different gambling networks, local and international, with both residents and businesses complaining about eight-liners. It's the "broken windows theory" since these machines are unconstitutional gambling devices elsewhere, in Texarkana they signal a lack of order---certainly a lack of uniformity of law---just like a broken window on a vacant structure is a sign of disorder. Defining eight-liners as gambling devices in the Penal Code would enable Texarkana to better investigate, determine, and deter illegal gambling operations.

Thank you for your consideration. We trust in your leadership to work towards a statewide policy defining eight-liners as gambling devices.

Sincerely,

David Orr
City Manager

Attachment: 2025-078 ATTH 01 Hughes_Letter for Eight-Liners (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration date)

City of Texarkana, Texas

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

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

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

Attachment: 2025-078 Goals & Perspectives (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration date)

Attachment: 2025-078 ORD amd 2025-040 Sec. 1 add1 mo moratorium signed (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration

ORDINANCE NO. 2025-078

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING SECTION 1 OF ORDINANCE NO. 2025-040, EXTENDING FOR AN ADDITIONAL MONTH THE MORATORIUM ON THE ACCEPTANCE AND APPROVAL OF APPLICATIONS FOR PERMITTING THE INSTALLATION AND PLACEMENT OF DEVICES OR MACHINES REGULATED BY CHAPTER 36 OF THE CITY'S CODE OF ORDINANCES; SETTING A MORATORIUM EXPIRATION AT 11:59 P.M., AUGUST 11, 2025; SETTING A PUBLIC HEARING FOR CONSIDERATION OF CODE CHAPTER 36 REVISIONS ON AUGUST 11, 2025; CONTAINING REPEALER, SEVERABILITY, AND SUPERSEDING CLAUSES; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council, on March 10, 2025, by Ordinance No. 2025-040, incorporated herein by reference for all purposes, approved a four-month moratorium on the acceptance and approval of applications for permitting the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances; and

WHEREAS, Ordinance No. 2025-040 recited pending (at the time) companion bills, HB487 and SB517, before the Texas Legislature addressing proposed amendments to the Texas Penal Code for criminal offenses and defenses related to gambling devices, and recognized the allowance for adequate time for the 89th Regular Session of the Texas Legislature to consider and reach a determination on those pending bills; and

WHEREAS, SB517, referred to the Senate Committee on State Affairs chaired by Sen. Bryan Hughes, included an "eight-liner" in the definition of "gambling device" and defined an "eight-liner" to mean "an electronic device capable of simulating the play of a traditional mechanical slot machine, regardless of the number of lines of play, that for consideration affords a player or user of the device an opportunity to win a prize based solely or partially on chance"; and

WHEREAS, the City Council found and determined in Ordinance No. 2025-040 that the purpose and intent of HB487 and SB517 to define an eight-liner as a gambling device should be endorsed and directed the City Manager to communicate this policy determination to the Texas Legislature and to the attention of Sen. Hughes, which was promptly accomplished; and

WHEREAS, the legislative session has been adjourned sine die, and while the Senate passed a substitute version of SB517 which notably increased certain specific Penal Code gambling offenses (i.e., gambling promotion, keeping a gambling place, and communicating gambling information) from Class A misdemeanors to felonies of the third degree, the House received the Senate bill on May 8 but the legislative session concluded with no action by the House; and

WHEREAS, with no new legislative guidance on the issues addressed in Ordinance No. 2025-040, the City Council is of the opinion that an additional month should be added to the four-month

moratorium, specifying a revised expiration date for the moratorium on 11:59 p.m., August 11, 2025, thereby allowing for the scheduling of a typical first briefing during the regular City Council meeting on July 14, 2025, and a public hearing and Council vote date during the regular City Council meeting on August 11, 2025, with respect to staff-recommended revisions to Chapter 36 of the City's Code of Ordinances.

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

SECTION 1: Section 1 of Ordinance No. 2025-040 is hereby amended to state as follows:

> **SECTION 1:** From and after the effective date of this Ordinance, the City will neither accept any applications nor issue any permits for the installation and placement of devices or machines regulated by Chapter 36 of the City's Code of Ordinances. This moratorium or prohibition shall be effective for a period of approximately five months, expiring at 11:59 p.m., August 11, 2025.

SECTION 2: The Council sets a first briefing date on recommended revisions to the City's Code of Ordinances pertaining to the issues addressed in Ordinance No. 2025-040 during the regular City Council meeting scheduled for July 14, 2025, and sets a public hearing and Council vote date on such recommended revisions during the regular City Council meeting scheduled for August 11, 2025.

SECTION 3: If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4: In the event a section, clause, sentence, or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 5: In the event of any conflict between this Ordinance and any other ordinances or parts of ordinances, this Ordinance shall supersede and control.

SECTION 6: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

SECTION 7: This Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18p.m.

Attachment: 2025-078 ORD amd 2025-040 Sec. 1 add1 mo moratorium signed (4512 : 2025-078 Correcting Ord 2025-040 with July 14 expiration

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/29/2025 4:42 PM

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

Subject: Resolution No. 2025-079 approving the Texarkana Regional Airport Apron Phase III Project in the amount of $4,274,853 and approving the Airport Executive Director to sign a work order with McClelland Consulting Engineers, Inc. for Apron Phase III construction in the amount of $477,000, to be funded solely by grant and federal funds.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, approving the Airport Apron Phase III Project in the amount of $4,274,853 and approving the Texarkana Airport Executive Director to sign a work order with McClelland Engineering for Apron Phase III construction in the amount of $477,000.

Potential Options:

- Approve
- Deny

Fiscal Implications:

$0

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-079 RES AIRPORT APRON PHASE III (DOCX)
b. 2025-079 ATTH 01 Board Reso (PDF)
c. 2025-079 ATTH 02 -Grant App (PDF)
d. 2025-079 ATTH 03 Engineering Agrmt (PDF)
e. 2025-079 Goals & Perspectives (DOCX)
f. 2025-079 RES AIRPORT Apron Phase III signed (PDF)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	05/29/2025 3:37 PM
City Manager	David Orr	City Manager Review	Completed	05/29/2025 4:40 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-079

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA REGIONAL AIRPORT APRON PHASE III PROJECT IN THE AMOUNT OF $4,274,853 AND APPROVING THE EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH MCCLELLAND CONSULTING ENGINEERS, INC. FOR APRON PHASE III CONSTRUCTION IN THE AMOUNT OF $477,000, TO BE FUNDED SOLELY BY GRANT AND FEDERAL FUNDS; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, grant application #3-05-0062-065-2025 Texarkana Regional Airport Apron Construction – Phase III in the amount of $4,274,853 with the Federal government paying $4,061,110 and a match of $213,743 has been submitted; and

WHEREAS, McClelland Consulting Engineers, Inc. has provided a work order for Apron Phase III Construction in the amount of $477,000 to be paid out of this grant; and

WHEREAS, the Arkansas Division of Aeronautics will provide $213,743 in a matching grant, resulting in no local funds being used for the project.

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

SECTION 1: The City of Texarkana, Texas, approves the Texarkana Regional Airport Apron Phase III project in the amount of $4,274,853.

SECTION 2: The City of Texarkana, Texas, approves the Texarkana Regional Airport Executive Director signing an agreement with McClelland Consulting Engineers, Inc. for Apron Phase III Construction in the amount of $477,000.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-079 RES AIRPORT APRON PHASE III (4513 : 2025-079 RES AIRPORT Apron Phase III)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 052125A
A RESOLUTION APPROVING APRON PHASE III CONSTRUCTION PROJECT IN THE AMOUNT OF $4,274,853 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH MCCLELLAND ENGINEERING FOR APRON PHASE III CONSTRUCTION IN THE AMOUNT OF $477,000 WITH NO LOCAL MATCHING FUNDS

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

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

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

WHEREAS, Grant application 3-05-0062-065-2025 Texarkana Regional Airport Apron Construction – Phase III in the amount of $4,274,853 with the Federal government paying $4,061,110 and a match of $213,743 has been submitted; and,

WHEREAS, McClelland Engineering has provided a work order for Apron Phase III Construction in the amount of $477,000 to be paid out of this grant; and,

WHEREAS, the Arkansas Division of Aeronautics will provide $213,743 in a matching grant resulting in no local funds being used for the project,

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Apron Phase III Construction Project in the amount of $4,274,853.

SECTION 2. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with McClelland engineering for Apron Phase III Construction in the amount of $477,000.

Adopted this 22nd day of May 2025

ATTEST

dinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-079 ATTH 01 Board Reso (4513 : 2025-079 RES AIRPORT Apron Phase III)

TEXARKANA
REGIONAL AIRPORT

2025-079 ATTH 02

May 16, 2025

Mr. Ronson Fox
Federal Aviation Administration – Southwest Region
AR/OK Airports Development Office, ASW-630G
10101 Hillwood Parkway
Fort Worth, Texas 76177

RE: Texarkana Regional Airport Apron Construction – Phase III
AIP No.: 3-05-0062-065-2025

Dear Mr. Fox:

Attached you will find the Grant Application with all supporting documentation for the above referenced project. Please review the enclosed information and if you have any questions or comments, contact myself or Matthew Vinyard with McClelland Consulting Engineers at (501) 371-0272.

Sincerely,
Texarkana Regional Airport (TXK)

Paul Mehrlich, C.M. ACE
Executive Director of Aviation

Enclosure

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB Number: 40
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424

*1. Type of Submission:
- ☐ Preapplication
- ☒ Application
- ☐ Changed/Corrected Application

*2. Type of Application
- ☒ New
- ☐ Continuation
- ☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:
3-05-0062-065-2025

5b. Federal Award Identifier:

State Use Only:

6. Date Received by **State**:

7. **State** Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Texarkana Regional Airport Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN):
71-6045823

*c. UEI:
K6H4JH3GUMT3

d. Address:

*Street 1: 2600 TXK Blvd
Street 2:
*City: Texarkana
County/Parish: Miller
*State: Province: AR
*Country: USA: United States
*Zip / Postal Code 71854-4845

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Ferdinand
Middle Name: Paul
*Last Name: Mehrlich
Suffix:

Title: Executive Director of Aviation

Organizational Affiliation:

*Telephone Number: 870-774-2171 Fax Number: (870) 775-1269

*Email: director@txkairport.com

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number**:

3-05-0062-065-2025

*Title:

Apron Construction - Phase III

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project**:

The project will include the third phase of apron construction adjacent to the new terminal.

Attach supporting documents as specified in agency instructions.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: AR-004 *b. Program/Project: AR-004

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 01/01/2025 *b. End Date: 12/31/2026

18. Estimated Funding ($):

*a. Federal	$ 4,061,110
*b. Applicant	$ 213,743
*c. State	$ 0
*d. Local	$ 0
*e. Other	$ 0
*f. Program Income	
*g. TOTAL	$ 4,274,853

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____ .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**

☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Ferdinand

Middle Name: Paul

*Last Name: Mehrlich

Suffix:

*Title: Executive Director of Aviation

*Telephone Number: 870-774-2171 Fax Number: 870-775-1269

* Email: director@txkairport.com

*Signature of Authorized Representative: *Date Signed: 05/16/2025

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 12/31/2026

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A

The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

Item 1.
Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)? ☒ Yes ☐ No

Item 2.
Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later? ☒ Yes ☐ No ☐ N/A

Item 3.
Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events. ☐ Yes ☒ No ☐ N/A

Item 4.
Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s). ☐ Yes ☒ No ☐ N/A

Item 5.
Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes. ☐ Yes ☒ No ☐ N/A

☐ The project is included in an *approved* PFC application.
If included in an approved PFC application,
does the application *only* address AIP matching share? ☐ Yes ☐ No

☐ The project is included in another Federal Assistance program. Its CFDA number is below.

Item 6.
Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? ☐ Yes ☒ No ☐ N/A

If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:

☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414.

☐ Negotiated Rate equal to % as approved by (the Cognizant Agency) on (Date) (2 CFR part 200, appendix VII).

Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term “Sponsor” refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, ‘‘Disclosure Form to Report Lobbying,’’ in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

State height restrictions and zoning ordinances.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None.

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

PART II – SECTION C (Continued)

9. **Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None.

10. **Land** – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

Refer to the current ALD.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

Not required for this project.

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

N/A

[1] State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL

1. Assistance Listing Number:	20.106
2. Functional or Other Breakout:	Airport Improvement Program - AIP

SECTION B – CALCULATION OF FEDERAL GRANT

Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			$ 4,000
2. Preliminary expense			14,000
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			172,000
5. Other Architectural engineering fees			106,000
6. Project inspection fees			185,000
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			3,793,853
12. Equipment			
13. Miscellaneous			
14. **Subtotal** (Lines 1 through 13)			$ 4,274,853
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			4,274,853
17. **Less**: Ineligible Exclusions (Section C, line 23 g.)			
18. **Subtotal** (Lines 16 through 17)			$ 4,274,853
19. Federal Share requested of Line 18			4,061,110
20. Grantee share			213,743
21. Other shares			
22. **TOTAL PROJECT** (Lines 19, 20 & 21)			$ 4,274,853

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

SECTION C – EXCLUSIONS

23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE

24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain): 5% Match	213,743
h. **TOTAL** - Grantee share	$ 213,743
25. Other Shares	**Amount**
a. State	
b. Other	
c. **TOTAL** - Other Shares	
26. TOTAL NON-FEDERAL FINANCING	$ 213,743

SECTION E – REMARKS

(Attach sheets if additional space is required)

The 5% match ($213,743) will be funded by the Airport's general fund.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

OMB CONTROL NUMBER: 2120-0569
OMB EXPIRATION DATE: 12/31/2026

PART IV – PROGRAM NARRATIVE

(Suggested Format)

PROJECT: Apron Construction - Phase III

AIRPORT: Texarkana Regional Airport (TXK)

1. Objective:

The project will include the third phase of apron construction adjacent to the new terminal.

2. Benefits Anticipated:

The third phase of apron construction will include a second connection to Taxiway Delta to allow for easier traffic flow and construction phasing.

3. Approach: (See approved Scope of Work in Final Application)

The project was designed and will be constructed with FY25 AIP funds.

McClelland Consulting Engineers, Inc. is assisting us with the project.

4. Geographic Location:

The Texarkana Regional Airport is located in southwest Arkansas, three miles northeast of the city center of Texarkana and on the east side of the Texas state border.

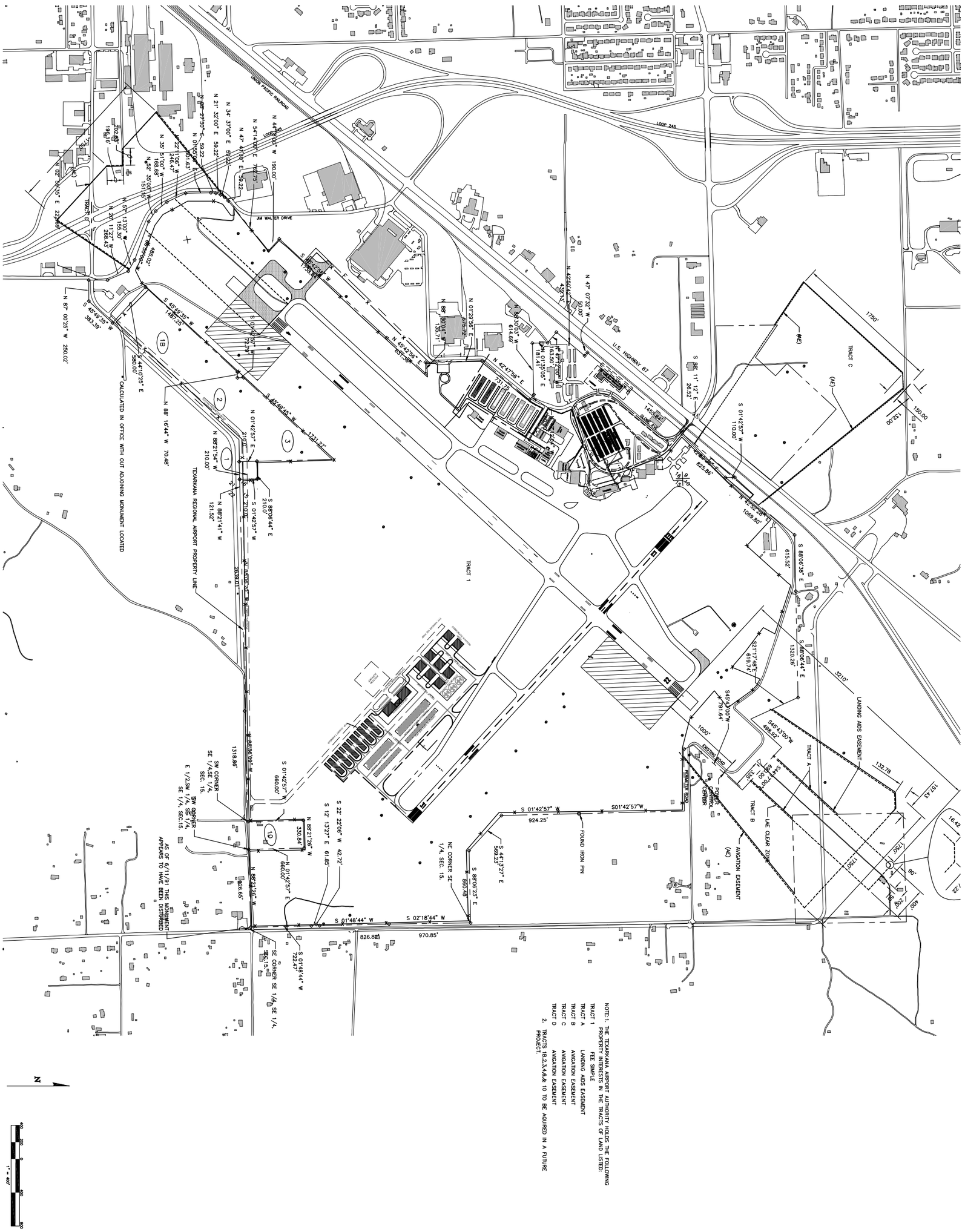
5. If Applicable, Provide Additional Information:

N/A

6. Sponsor's Representative: (include address & telephone number)

Paul Mehrlich, Executive Director of Aviation
Phone: 870-774-2171
2600 TXK Blvd, Texarkana, AR 71854

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)



NOTE: 1. THE TEXARKANA AIRPORT AUTHORITY HOLDS THE FOLLOWING PROPERTY INTERESTS IN THE TRACTS OF LAND LISTED:

TRACT 1	FEE SIMPLE
TRACT A	LANDING AIDS EASEMENT
TRACT B	AVIGATION EASEMENT
TRACT C	AVIGATION EASEMENT
TRACT D	AVIGATION EASEMENT

2. TRACTS 1B,2,3,4,6,& 10 TO BE ADDED IN A FUTURE PROJECT.

AIRPORT PROPERTY MAP

TEXARKANA REGIONAL AIRPORT – WEBB FIELD
TEXARKANA, ARKANSAS

URS Greiner Woodward Clyde
4100 AMON CARTER BLVD.
SUITE 108
FORT WORTH, TEXAS 76155
817-545-0891

DATE	
DRAWN	BM
CHECK	LJ
APPROVED	DA
IN CHARGE	

DATE	REVISION

FEDERAL PROJECT NO. 355-0062-16-99

DRAWING 10 OF 10

E700001059

TEXARKANA
REGIONAL AIRPORT

0 200 400 800

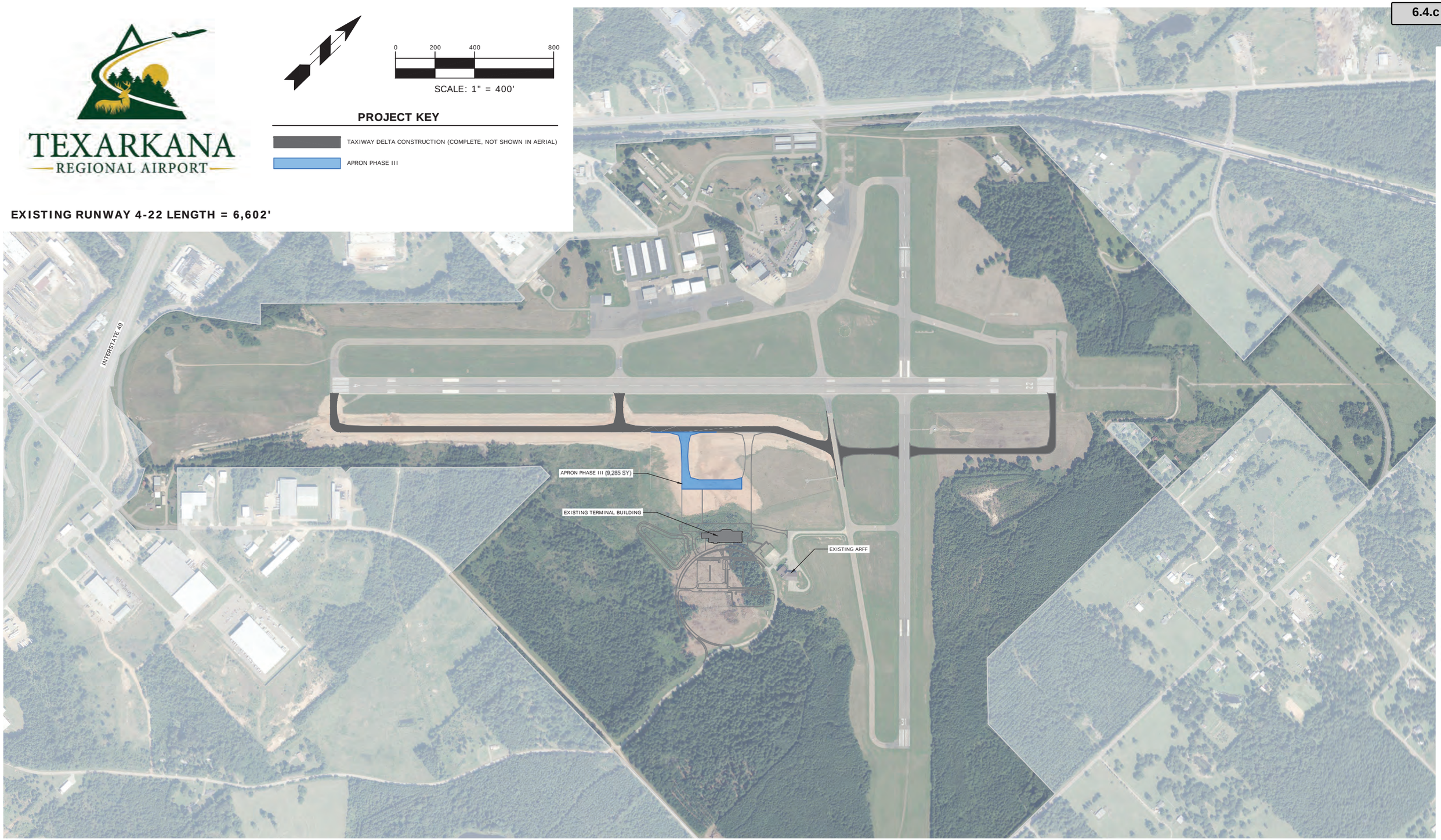
SCALE: 1" = 400'

PROJECT KEY

TAXIWAY DELTA CONSTRUCTION (COMPLETE, NOT SHOWN IN AERIAL)

APRON PHASE III

EXISTING RUNWAY 4-22 LENGTH = 6,602'



TEXARKANA REGIONAL AIRPORT

TEXARKANA, AR | TERMINAL APRON PHASE III SKETCH 11.13.2024

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, ''Disclosure of Lobbying Activities,'' in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION	Texarkana Regional Airport Authority
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix:	Mr.
* First Name:	Ferdinand
Middle Name:	Paul
* Last Name:	Mehrlich
Suffix:	III
* Title:	Executive Director of Aviation
* SIGNATURE:	
* DATE:	05/16/2025

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Construction Project Final Acceptance
Airport Improvement Program Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).
   ☒ Yes ☐ No ☐ N/A
2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
   a. Technical standards (Advisory Circular (AC) 150/5370-12);
   b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
   c. Construction safety and phasing plan measures (AC 150/5370-2).
   ☒ Yes ☐ No ☐ N/A
3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).
   ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).

   ☒ Yes ☐ No ☐ N/A

5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).

   ☒ Yes ☐ No ☐ N/A

6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:

   a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);

   b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and

   c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).

   ☒ Yes ☐ No ☐ N/A

7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).

   ☒ Yes ☐ No ☐ N/A

8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:

   a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);

   b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);

   c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and

   d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).

   ☒ Yes ☐ No ☐ N/A

9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:

   a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);

   b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and

   c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);

   ☒ Yes ☐ No ☐ N/A

10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).

    ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

    ☒ Yes ☐ No ☐ N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

    a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);

    b. Complete all environmental requirements as established within the project environmental determination (Oder 5100.38); and

    c. Prepare and retain as-built plans (Order 5100.38).

    ☒ Yes ☐ No ☐ N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

    ☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor’s Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor’s Authorized Official: Executive Director of Aviation

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Drug-Free Workplace
Airport Improvement Program Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

   ☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

   a. The dangers of drug abuse in the workplace;

   b. The sponsor's policy of maintaining a drug-free workplace;

   c. Any available drug counseling, rehabilitation, and employee assistance programs; and

   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

   ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

   ☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

   a. Abide by the terms of the statement; and

   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

   ☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

   ☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

   a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and

   b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

   ☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

   ☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1
Name of Location: Texarkana Regional Airport
Address: 2600 TXK Blvd, Texarkana, AR 71854

Location 2 (if applicable)
Name of Location:
Address:

Location 3 (if applicable)
Name of Location:
Address:

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Attach documentation clarifying any above item marked with a “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor’s Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor’s Authorized Official: Executive Director of Aviation

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Equipment and Construction Contracts
Airport Improvement Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a "covered contract" under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor's officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

   ☒ Yes ☐ No ☐ N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).

   ☒ Yes ☐ No ☐ N/A

3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.

   ☒ Yes ☐ No ☐ N/A

4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:

   a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));

   b. Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and

   c. Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).

   ☒ Yes ☐ No ☐ N/A

5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:

   a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;

   b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;

   c. Publicly opened at a time and place prescribed in the invitation for bids; and

   d. Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.

   ☒ Yes ☐ No ☐ N/A

6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:

   a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;

   b. Plan for publicizing and soliciting an adequate number of qualified sources; and

   c. Listing of evaluation factors along with relative importance of the factors.

   ☐ Yes ☐ No ☒ N/A

7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).

   ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
    a. Only one qualified person/firm submits a responsive bid;
    b. Award is to be made to other than the lowest responsible bidder; and
    c. Life cycle costing is a factor in selecting the lowest responsive bidder.

    ☒ Yes ☐ No ☐ N/A

9. All construction and equipment installation contracts contain or will contain provisions for:
    a. Access to Records (§ 200.336)
    b. Buy American Preferences (Title 49 U.S.C. § 50101)
    c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
    d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
    e. Occupational Safety and Health Act requirements (20 CFR part 1920)
    f. Seismic Safety – building construction (49 CFR part 41)
    g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
    h. U.S. Trade Restriction (49 CFR part 30)
    i. Veterans Preference (49 USC § 47112(c))

    ☒ Yes ☐ No ☐ N/A

10. All construction and equipment installation contracts exceeding $2,000 contain or will contain the provisions established by:
    a. Davis-Bacon and Related Acts (29 CFR part 5)
    b. Copeland “Anti-Kickback” Act (29 CFR parts 3 and 5)

    ☒ Yes ☐ No ☐ N/A

11. All construction and equipment installation contracts exceeding $3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).

    ☒ Yes ☐ No ☐ N/A

12. All contracts exceeding $10,000 contain or will contain the following provisions as applicable:
    a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
    b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
    c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
    d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).

    ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

13. All contracts and subcontracts exceeding $25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

    ☒ Yes ☐ No ☐ N/A

14. Contracts exceeding the simplified acquisition threshold (currently $250,000) include or will include provisions, as applicable, that address the following:

    a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);

    b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);

    c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);

    d. Conditions specifying administrative, contractual and legal remedies for instances where contractor of vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and

    e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

    ☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor’s Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor’s Authorized Official: Executive Director of Aviation

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Project Plans and Specifications
Airport Improvement Program Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

   ☒ Yes ☐ No ☐ N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

   ☒ Yes ☐ No ☐ N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).

   ☒ Yes ☐ No ☐ N/A

4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).

   ☒ Yes ☐ No ☐ N/A

5. The specification does not use or will not use “brand name” or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).

   ☒ Yes ☐ No ☐ N/A

6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).

   ☒ Yes ☐ No ☐ N/A

7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).

   ☒ Yes ☐ No ☐ N/A

8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).

   ☒ Yes ☐ No ☐ N/A

9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).

   ☒ Yes ☐ No ☐ N/A

10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).

    ☒ Yes ☐ No ☐ N/A

11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)

    ☐ Yes ☐ No ☒ N/A

12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:

    a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.

       ☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

b. Snow Removal Equipment as contained in AC 150/5220-20.

☐ Yes ☐ No ☒ N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

☐ Yes ☐ No ☒ N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

☒ Yes ☐ No ☐ N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor's Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor's Authorized Official: Executive Director of Aviation

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Selection of Consultants
Airport Improvement Program Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application
49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements
Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).

   ☒ Yes ☐ No ☐ N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).

   ☒ Yes ☐ No ☐ N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).

   ☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).

☒ Yes ☐ No ☐ N/A

5. Sponsor has publicized or will publicize a RFQ that:

   a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and

   b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).

☒ Yes ☐ No ☐ N/A

6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).

☒ Yes ☐ No ☐ N/A

7. Sponsor has verified or will verify that agreements exceeding $25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).

☒ Yes ☐ No ☐ N/A

8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:

   a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and

   b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).

☒ Yes ☐ No ☐ N/A

9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).

☒ Yes ☐ No ☐ N/A

10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).

☒ Yes ☐ No ☐ N/A

11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).

☒ Yes ☐ No ☐ N/A

12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)

☒ Yes ☐ No ☐ N/A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

    a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));

    b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and

    c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

    ☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

    ☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “no” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor’s Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor’s Authorized Official: Executive Director of Aviation

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

U.S. Department of Transportation
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 6/30/2023

Certification and Disclosure Regarding Potential Conflicts of Interest
Airport Improvement Program Sponsor Certification

Sponsor: Texarkana Regional Airport Authority

Airport: Texarkana Regional Airport (KTXK)

Project Number: 3-05-0062-065-2025

Description of Work: The project will include the third phase of apron construction adjacent to the new terminal.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

a) The employee, officer or agent,

b) Any member of his immediate family,

c) His or her partner, or

d) An organization which employs, or is about to employ, any of the above.

Selecting “Yes” represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting “No” represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If “No” is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor’s and sub-recipient’s officers, employees, or agents, or by contractors or their agents.

   ☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

   ☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

   ☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 16th day of May , 2025 .

Name of Sponsor: Texarkana Regional Airport Authority

Name of Sponsor's Authorized Official: Ferdinand Paul Mehrlich III

Title of Sponsor's Authorized Official: Executive Director of Aviation

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

CERTIFIED BID TAB

PROJECT: 24-5844 Texarkana Regional Airport (TXK) Apron Construction - Phase III
BID LOCATION: 2nd Floor Administrative Offices at Texarkana Regional Airport, 2600 TXK Blvd. Texarkana, Arkansas
BID TIME AND DATE: 11:00 AM, Thursday, May 8, 2025
AIP NO.: 3-05-0062-065-2025

Certified By: Matthew R Vinyard, P.E., No. #15184

	Tatum Excavating Company, Inc.	GDS, LLC dba Ambrozi Contracting
CONTRACTORS NAME		
CONTRACTORS LICENSE NO.	0034960525	0415680425

SCHEDULE "A "
APRON CONSTRUCTION - PHASE III
AIP ELIGIBLE

Item No.	Item Description	Units	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost
C-100	Contractor Quality Control Program	LS	1	$49,500.00	$49,500.00	$32,934.00	$32,934.00
C-102-5.1a	Installation and Removal of Silt Fence	LF	823	$10.50	$8,641.50	$13.00	$10,699.00
C-102-5.1b	Temporary Sandbag Ditch Check	EA	1	$1,575.00	$1,575.00	$3,200.00	$3,200.00
C-102-5.1c	Installation and Removal of Inlet Protection	EA	1	$1,575.00	$1,575.00	$3,200.00	$3,200.00
C-105-5.1	Mobilization (Maximum 10% of Base Bid)	LS	1	$198,285.00	$198,285.00	$228,392.00	$228,392.00
P-101-5.1	Sawcut Existing Asphalt Pavement	LF	567	$25.00	$14,175.00	$32.00	$18,144.00
P-152-4.1	Unclassified Excavation	CY	9,750	$12.60	$122,850.00	$24.00	$234,000.00
P-152-4.2	Embankment in Place	CY	1,810	$16.80	$30,408.00	$24.00	$43,440.00
P-155-8.1	Lime-Treated Subgrade (12" Depth)	SY	9,897	$10.50	$103,918.50	$14.00	$138,558.00
P-155-8.2	Lime	TON	268	$445.00	$119,260.00	$498.00	$133,464.00
P-209-5.1	Crushed Aggregate Base Course (6" Depth)	SY	9,695	$21.00	$203,595.00	$28.00	$271,460.00
ARDOT-406-8.1	5" Asphalt Binder Course (1" Mix)	TON	2,583	$185.00	$477,855.00	$254.00	$656,082.00
P-501-8.1	Portland Cement Concrete Pavement (14" Depth)	SY	9,290	$205.00	$1,904,450.00	$180.00	$1,672,200.00
P-605-5.1	Joint Sealing Filler	LF	17,638	$10.00	$176,380.00	$8.70	$153,450.60
P-610-6.1	Concrete Ditch Paving	LF	454	$95.00	$43,130.00	$180.00	$81,720.00
P-620-5.1	Pavement Markings	SF	4,675	$1.80	$8,415.00	$5.00	$23,375.00
T-901-5.1	Seeding and Mulching	AC	6.2	$6,700.00	$41,540.00	$6,400.00	$39,680.00
D-701-5.1	38" x 24" Class V Reinforced Concrete Elliptical Pipe	LF	300	$205.00	$61,500.00	$305.00	$91,500.00
D-701-5.2	38" x 24" Class V Reinforced Concrete Elliptical Pipe Flared End Section with Toe Wall	EA	4	$2,950.00	$11,800.00	$4,200.00	$16,800.00
L-108-5.1	No. 8 L-824C 5kV Cable Inst. In Duct or Conduit	LF	5,800	$2.75	$15,950.00	$3.40	$19,720.00
L-108-5.2	No. 6 Solid CU Counterpoise Inst. w/Ground Rods and Connectors	LF	3,300	$3.00	$9,900.00	$3.40	$11,220.00
L-108-5.3	No 8 L-824C 5kV Temp Jumper Cable, Incl. Counterpoise w/Ground Rods and Connectors, Trench and Backfill, Conduit, Sawkerfs, Or Other Protection, Installed and Removed	LF	2,000	$8.00	$16,000.00	$13.00	$26,000.00
L-110-5.1	1W-2" Sch. 40 PVC Conduit, DEB, Incl. Trench and Backfill	LF	2,675	$8.00	$21,400.00	$12.00	$32,100.00
L-110-5.2	1W-2" Sch. 40 PVC Conduit, Under Pavement, Incl. Trench and Backfill	LF	165	$30.00	$4,950.00	$78.00	$12,870.00
L-110-5.3	1W-2" Sch. 40 PVC Drain Conduit, Incl. Trench and Backfill	LF	245	$10.00	$2,450.00	$12.00	$2,940.00
L-110-5.4	2W-4" Duct Bank, Incl. Trench and Backfill	LF	205	$65.00	$13,325.00	$130.00	$26,650.00
L-111-5.1	Ground Rod Earth Resistance Testing	EA	62	$50.00	$3,100.00	$130.00	$8,060.00
L-115-5.1	H-20 Rated 2'x3'x4' Pullbox	EA	2	$15,000.00	$30,000.00	$29,000.00	$58,000.00
L-125-5.1	Relocate Precast Light Base, Fixture and Transformer	EA	7	$900.00	$6,300.00	$1,300.00	$9,100.00
L-125-5.2	Furnish L-861T(L) Taxiway Edge Fixture and Transformer	EA	49	$375.00	$18,375.00	$430.00	$21,070.00
L-125-5.3	Install Fixture with Transformer	EA	45	$150.00	$6,750.00	$240.00	$10,800.00
L-125-5.4	L-867 Light Base in Earth	EA	45	$850.00	$38,250.00	$1,630.00	$73,350.00
L-125-5.5	L-858(L) Lighted Sign 2-Mod, Single Face, Incl. Foundation	EA	1	$5,500.00	$5,500.00	$10,188.00	$10,188.00
L-125-5.6	L-858(L) Lighted Sign 2-Mod, Double Face, Incl. Foundation	EA	1	$5,800.00	$5,800.00	$10,697.00	$10,697.00
L-125-5.7	L-858(L) Lighted Sign 3-Mod, Single Face, Incl. Foundation	EA	1	$6,700.00	$6,700.00	$12,164.00	$12,164.00
L-125-5.8	L-858(L) Lighted Sign 5-Mod, Single Face, Incl. Foundation	EA	1	$9,000.00	$9,000.00	$13,661.00	$13,661.00
L-125-5.9	Remove L-853 Elevated Retroreflective Taxiway Edge Marker, Return to Owner	EA	25	$50.00	$1,250.00	$98.00	$2,450.00
			Total Amount Bid Schedule "A"		$3,793,853.00		* $4,213,338.60

SCHEDULE "B"
BID ALTERNATE NO. 1
AIP ELIGIBLE

Item No.	Item Description	Units	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost
P-306-8.1	Lean Concrete Base Course (5" Depth)	SY	9,392	$115.00	$1,080,080.00	$58.00	$544,736.00
ARDOT-406-8.1	5" Asphalt Binder Course (1" Mix)	TON	-2,583	$185.00	-$477,855.00	$234.00	-$604,422.00
			Total Amount Bid Schedule "B"		$602,225.00		-$59,686.00

SCHEDULE "C "
THIRD PARTY OCP INSURANCE
NON-AIP ELIGIBLE

Item No.	Item Description	Units	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost
	Third Party (OCP) Insurance	LS	1	$100.00	$100.00	$18,000.00	$18,000.00
			Total Amount Bid Schedule "C"		$100.00		$18,000.00

Total Bid Amount (Schedules "A" and "C")	$3,793,953.00	* $4,231,338.60
Total Bid Amount (Schedules "A", "B" and "C")	$4,396,178.00	* $4,171,652.60

*Bidder did not complete bid form issued in Addendum 1

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Cost Estimate
Prepared by: McClelland Consulting Engineers, Inc.
April, 2025

Schedule A - Apron Construction - Phase III

Item No.	Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
C-100	Contractor Quality Control Program	LS	1	$100,000.00	$100,000.00
C-100-SP-1	Engineer's Field Office	LS	1	$50,000.00	$50,000.00
C-100-SP-2	Construction Materials Testing & Concrete Curing/Testing Facilities	LS	1	$40,000.00	$40,000.00
C-102-5.1a	Installation and Removal of Silt Fence	LF	823	$15.00	$12,345.00
C-102-5.1b	Temporary Sandbag Ditch Check	EA	1	$1,000.00	$1,000.00
C-102-5.1c	Installation and Removal of Inlet Protection	EA	1	$2,500.00	$2,500.00
C-105-5.1	Mobilization (Maximum 10% of Base Bid)	LS	1	$472,528.00	$472,528.00
P-101-5.1	Sawcut Existing Asphalt Pavement	LF	567	$10.00	$5,670.00
P-152-4.1	Unclassified Excavation	CY	9,750	$25.00	$243,750.00
P-152-4.2	Embankment in Place	CY	1,810	$25.00	$45,250.00
P-155-8.1	Lime-Treated Subgrade (12" Depth)	SY	9,897	$10.00	$98,970.00
P-155-8.2	Lime	TON	268	$350.00	$93,800.00
P-209-5.1	Crushed Aggregate Base Course (6" Depth)	SY	9,695	$25.00	$242,375.00
ARDOT-406-8.1	5" Asphalt Binder Course (1" Mix)	TON	2,583	$160.00	$413,280.00
P-501-8.1	Portland Cement Concrete Pavement (14" Depth)	SY	9,290	$250.00	$2,322,500.00
P-605-5.1	Joint Sealing Filler	LF	17,638	$10.00	$176,380.00
P-610-6.1	Concrete Ditch Paving	LF	454	$100.00	$45,400.00
P-620-5.1	Pavement Markings	SF	4,675	$6.00	$28,050.00
T-901-5.1	Seeding and Mulching	AC	6.2	$5,000.00	$31,000.00
D-701-5.1	38" x 24" Class V Reinforced Concrete Elliptical Pipe	LF	300	$400.00	$120,000.00
D-701-5.2	38" x 24" Class V Reinforced Concrete Elliptical Pipe Flared End Section with Toe Wall	EA	4	$4,500.00	$18,000.00
L-108-5.1	No. 8 L-824C 5kV Cable Inst. In Duct or Conduit	LF	5,800	$3.00	$17,400.00
L-108-5.2	No. 6 Solid CU Counterpoise Inst. w/Ground Rods and Connectors	LF	3,300	$3.00	$9,900.00
L-108-5.3	No 8 L-824C 5kV Temp Jumper Cable, Incl. Counterpoise w/Ground Rods and Connectors, Trench and Backfill, Conduit, Sawkerfs, Or Other Protection, Installed and Removed	LF	2,000	$3.30	$6,600.00
L-110-5.1	1W-2" Sch. 40 PVC Conduit, DEB, Incl. Trench and Backfill	LF	2,675	$8.00	$21,400.00
L-110-5.2	1W-2" Sch. 40 PVC Conduit, Under Pavement, Incl. Trench and Backfill	LF	165	$27.00	$4,455.00
L-110-5.3	1W-2" Sch. 40 PVC Drain Conduit, Incl. Trench and Backfill	LF	245	$15.00	$3,675.00
L-110-5.4	2W-4" Duct Bank, Incl. Trench and Backfill	LF	205	$60.00	$12,300.00
L-111-5.1	Ground Rod Earth Resistance Testing	EA	62	$6.00	$372.00
L-115-5.1	H-20 Rated 2'x3'x4' Pullbox	EA	2	$6,750.00	$13,500.00
L-125-5.1	Relocate Precast Light Base, Fixture and Transformer	EA	7	$850.00	$5,950.00
L-125-5.2	Furnish L-861T(L) Taxiway Edge Fixture and Transformer	EA	49	$475.00	$23,275.00
L-125-5.3	Install Fixture with Transformer	EA	45	$75.00	$3,375.00
L-125-5.4	L-867 Light Base in Earth	EA	45	$1,400.00	$63,000.00
L-125-5.5	L-858(L) Lighted Sign 2-Mod, Single Face, Incl. Foundation	EA	1	$6,000.00	$6,000.00
L-125-5.6	L-858(L) Lighted Sign 2-Mod, Double Face, Incl. Foundation	EA	1	$6,500.00	$6,500.00
L-125-5.7	L-858(L) Lighted Sign 3-Mod, Single Face, Incl. Foundation	EA	1	$7,000.00	$7,000.00
L-125-5.8	L-858(L) Lighted Sign 5-Mod, Single Face, Incl. Foundation	EA	1	$10,000.00	$10,000.00
L-125-5.9	Remove L-853 Elevated Retroreflective Taxiway Edge Marker, Return to Owner	EA	25	$100.00	$2,500.00
				Estimated Schedule A Construction Total	**$4,780,000.00**

Alternate 1

Item No.	Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
P-306-8.1	Lean Concrete Base Course (5" Depth)	SY	9,392	$80.00	$751,360.00
ARDOT-406-8.1	5" Asphalt Binder Course (1" Mix)	TON	-2,583	$160.00	-$413,280.00
				Estimated Alternate 1 Construction Total	**$338,080.00**

Administrative Services	**$4,000.00**

Engineering Services				
Data Collection & Project Development	LS	1	$14,000.00	$14,000.00
Engineering Design Services	LS	1	$150,000.00	$150,000.00
Bidding & Contract Awarding Services	LS	1	$22,000.00	$22,000.00
Grant Preparation & Administration	LS	1	$9,000.00	$9,000.00
DBE Plan Administration & Reporting	LS	1	$7,000.00	$7,000.00
Construction Contract Administration	LS	1	$40,000.00	$40,000.00
Construction Materials Testing	LS	1	$50,000.00	$50,000.00
Construction Support Services	LS	1	$185,000.00	$185,000.00
			Estimated Engineering Services	**$477,000.00**

Estimated Total Project Cost	**$5,261,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

WORK ORDER NO. 4

ENGINEERING SERVICES
FOR
APRON CONSTRUCTION – PHASE III
TEXARKANA REGIONAL AIRPORT (TXK)
TEXARKANA, ARKANSAS

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 29th day of July, 2024, between McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER or MCE and the Texarkana Regional Airport Authority, hereinafter referred to as the AUTHORITY.

ARTICLE 1

The AUTHORITY intends to construct the third phase of the terminal apron at the Texarkana Regional Airport. McClelland Consulting Engineers, Inc. is pleased to provide this proposal for engineering and construction support services associated with the Apron Construction – Phase III project. The scope of this proposal is to create and provide the construction drawings, assist in bidding and contract awarding services, and provide construction support services.

The ENGINEER will complete the following summary of engineering services under Work Order No. 4. Subsequent Work Orders will be developed as other needs arise. Engineering Services During Construction for future construction phases will be developed under another work order.

SECTION 1 - SCOPE OF SERVICES

Task No. 1 Data Collection & Project Development

- The ENGINEER will meet with the AUTHORITY to develop a lists of action items for the project. Such items may include:
  - Coordination with the airport staff/operations, airlines, FBO, airport tenants
  - Develop preliminary sequencing plan to mitigate disruption to the airport and its users
  - Review As-builts from Apron Phase I
  - Update estimates of probable construction costs
  - Prepare findings and present to the airport staff

Task No. 2 Engineering Design Services

- 90% Plans and Specifications – Using all data previously mentioned, MCE's design team will assemble a design of the project incorporating the Apron Phase I as-builts. This design will be based on FAA AC design guidelines along with sound engineering practices for this type of project. Specifications will be developed using the current FAA ACs as they pertain to construction for airports (AC 150/5370-10). MCE will submit 90% design drawings, specifications, and the design engineer's report to the OWNER and FAA for review.
- Final Plans and Specifications – Using all data previously mentioned and FAA's comments, MCE's design team will assemble a final design of the projects. This design will be based on FAA AC design guidelines along with sound engineering practices for this type of project. Specifications will be developed using the current FAA AC as they pertain to construction for airports (AC 150/5370-10).

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- Final Construction Quantities and Estimated Costs – MCE will prepare a list of construction work items and their associated quantities. Using these items, a detailed estimate of costs will be developed.
- Final Plan & Engineers Report Submittal – MCE will incorporate comments and revisions received from the FAA and OWNER into a final engineer's report. Prior to final submission to the FAA, MCE will allow the OWNER to review this document. Once the OWNER has reviewed the final report it will be submitted to the FAA for final submission.

Task No. 3 Bidding & Contract Awarding Services

- The ENGINEER will prepare the advertisement for bids as well as prepare the bidding documents required.
- The ENGINEER will prepare a list of construction work items and their associated quantities. Using these items, a detailed estimate of costs will be developed.
- A pre-bid meeting will be conducted on site to review with the potential bidders the bidding requirements. Contractors will have the opportunity to tour the proposed construction site as well.
- Prepare and issue any/all necessary addendums, RFI's clarifications as necessary for the bidding process.
- The ENGINEER will conduct /attend the bid opening at TXK. Once bids are received a certified bid tab will be supplied of all the responsive bids.
- A review and recommendation of the lowest responsive bidder will be made and a Notice of Award will be drafted. Review of the Contractor's bonds and insurance will be made and the contract documents will be prepared.
- The ENGINEER will conduct a pre-construction meeting. At this meeting contract documents will be signed, plans reviewed, schedules established and a Notice to Proceed issued. This meeting will occur at TXK.

Task No. 4 Grant Preparation & Administration

- The ENGINEER will assist the AUTHORITY in preparing for submission to the FAA the necessary grant application for funding of this project. THE ENGINEER will also assist the AUTHORITY with the administration of the grant (i.e. RFR's, monthly progress updates, Grant close-out, grant certifications, etc.). Once this project is closed out by the FAA, THE ENGINEER will assist the AUTHORITY in preparing a grant application to ADA. THE ENGINEER will attend the ADA meeting when this application is to be reviewed.
- The ENGINEER will prepare and submit Quarterly Performance Reports and monthly RFR's as required by the FAA.
- The ENGINEER will prepare and supply certain documents to close out the project with the FAA, ADA, and the AUTHORITY.

Task No. 5 DBE Plan Administration & Reporting

- The ENGINEER will prepare a DBE plan for the AUTHORITY. The AUTHORITY will name a liaison for the plan. A DBE goal will be calculated by THE ENGINEER for the AUTHORITYS review for various projects. The plan will be submitted to the FAA for review and acceptance. Goals will be updated as necessary along with monitoring and tracking of DBE participation throughout the project.

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Task No. 6 Construction Contract Administration

- The ENGINEER will attend monthly TXK Commission meetings, on-site construction milestone and phasing meetings, and represent the AUTHORITY, as needed, at any other meetings pertaining to the project.
- The ENGINEER will review, comment, and approve all shop drawings, submittals, etc. submitted by the Contractor for compliance with the plans and specifications for the project.
- The ENGINEER will prepare periodic pay requests based on construction progress and acceptance and provide any other documentation necessary for the submittal of periodic pay requests to the AUTHORITY and FAA.
- The ENGINEER will prepare revised drawings/details/change orders that may arise that are necessary for the completion of the project.
- The ENGINEER will provide general oversite and coordination of the project particularly as it pertains to the interaction between the Contractor, AUTHORITY, FAA, utility AUTHORITYs, and any others that are involved in this project.
- The ENGINEER will conduct and attend semi and final inspections of the project. At these inspections the ENGINEER will prepare a punch-list of items remaining for the Contractor to complete for the final acceptance of the project.
- The ENGINEER will prepare As-Built drawings, O&M manuals (provided by the Contractor), warranty documentation, etc. to be among the items provided to the AUTHORITY at project close-out.
- The ENGINEER will develop a QA/QC manual as it pertains to material acceptance, testing, personnel qualifications, etc.
- The ENGINEER will conduct weekly internal coordination meetings (via phone) to review upcoming project schedules, work items, coordination, etc.

Task No. 7 Construction Materials Testing

- Construction Materials Acceptance Testing – The ENGINEER will provide the equipment and personnel necessary to conduct acceptance testing of construction materials used in the project. The testing will be in accordance with the specifications, FAA criteria and the QA plan. The ENGINEER will prepare and submit a Final Testing Report to the FAA at the completion of the project.
- Quality Assurance (QA) Plan – The ENGINEER will develop a Quality Assurance plan (Acceptance Manual) to be followed during construction. The plan will outline the acceptance criteria and frequency for construction material testing per FAA guidelines. The ENGINEER will review and approve of the contractor's Quality Control manual.

Task No. 8 Construction Support Services

- The ENGINEER will provide a Resident Project Representative (RPR) for the purpose of observing and documenting work performed by the Contractor. The on-site construction RPR will be observing to determine if the work performed by the Contractor meets the requirements of the plans and specifications for the project. Daily and weekly reports of site conditions, construction activities, progress, issues, visitors, etc. will be documented. The RPR will alert the ENGINEER's project manager of any non-conforming work,

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potential scheduling conflicts, changing site condition, etc. The RPR will be the first point of contact (during construction) between the Contractor and AUTHORITY.

- The ENGINEER will make periodic site visits at times critical to the project and during milestone activities.
- The ENGINEER will have staff available to address any/all field questions that may arise and need additional coordination.
- The ENGINEER will provide Construction Support Services for a construction period of 150 calendar days after the "Notice to Proceed" has been issued to the Contractor. Any services during construction required after a construction period of 150 calendar days will be billed at an hourly rate plus expenses.

Not Included are:

- Utility relocation (i.e. water, sewer, gas, etc.)
- COE and/or FEMA permitting or studies

See Appendix "A" for Standard Hourly Rate Schedule.

See Appendix "B" for Project Sketch.

See Appendix "C" for Manhour Fee Spreadsheet.

ARTICLE 2

The ENGINEER will be compensated as follows for services provided in ARTICLE 1:

SECTION 2 - PAYMENT

The ENGINEER will be compensated for service based on a Lump Sum fee payable as the work progresses. The following is a listing of work description and associated fees:

Data Collection & Project Development	$14,000.00
Engineering Design Services	$150,000.00
Bidding & Contract Awarding Services	$22,000.00
Grant Preparation & Administration	$9,000.00
DBE Plan Administration & Reporting	$7,000.00
Construction Contract Administration	$40,000.00
Construction Materials Testing	$50,000.00
Construction Support Services	$185,000.00
TOTAL FEE	**$477,000.00**

Reimbursable Costs

There will not be a separate charge for reimbursable expense. Those expenses will be included in the Lump Sum fee as described above.

Note: Additional work scopes will be developed under separate work orders as necessary.

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ARTICLE 5

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

FOR TEXARKANA REGIONAL AIRPORT AUTHORITY

By: _____
Ferdinand Paul Mehrlich III, C.M. ACE
Executive Director of Aviation

Dated the _____day of _____, 2025

Attest: _____

FOR McCLELLAND CONSULTING ENGINEERS, INC.

By: _____
James M. (Mitch) Rose, Exec. Vice Pres./Tres.

Dated the 19th day of May, 2025

Attest: _____
Jarrett Elliott, P.E. Project Engineer

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix A

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

January 1, 2025
* Standard Hourly Rates

Chief Draftsman	$120.00 - $130.00
Clerical	$55.00 - $85.00
Construction Observer	$85.00 - $165.00
Crew Support	$65.00 - $95.00
Draftsman	$70.00 - $145.00
Environmental Scientist / Designer	$125.00 - $150.00
Geotech Engineer	$130.00 - $240.00
Human Resources / Payroll	$90.00 - $120.00
Landscape Architect	$90.00 - $170.00
Media Specialist	$85.00 - $105.00
Principal	$215.00 - $280.00
Project Accountant	$80.00 - $185.00
Project Designer	$80.00 - $155.00
Project Designer - Intern	$50.00 - $ 60.00
Project Engineer	$125.00 - $180.00
Project Manager	$140.00 - $250.00
Registered Land Surveyor	$125.00 - $175.00
Senior Project Manager	$185.00 - $270.00
Soils Lab Technician	$50.00 - $150.00
Specification Writer	$90.00 - $150.00
Structural Engineer	$140.00 - $270.00
Survey - GPS	$75.00 - $130.00
Survey Crew - Three Man	$165.00 - $195.00
Survey Crew - Two Man	$145.00 - $165.00
Survey Field - One Man	$75.00 - $130.00
Survey Technician	$65.00 - $95.00
Mileage Rate	.705 per Mile
Expenses	At Cost

** Standard Hourly Rates may be adjusted annually in accordance with the normal salary review practices of McClelland Consulting Engineers.*

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix B

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

TEXARKANA
REGIONAL AIRPORT

0 200 400 800

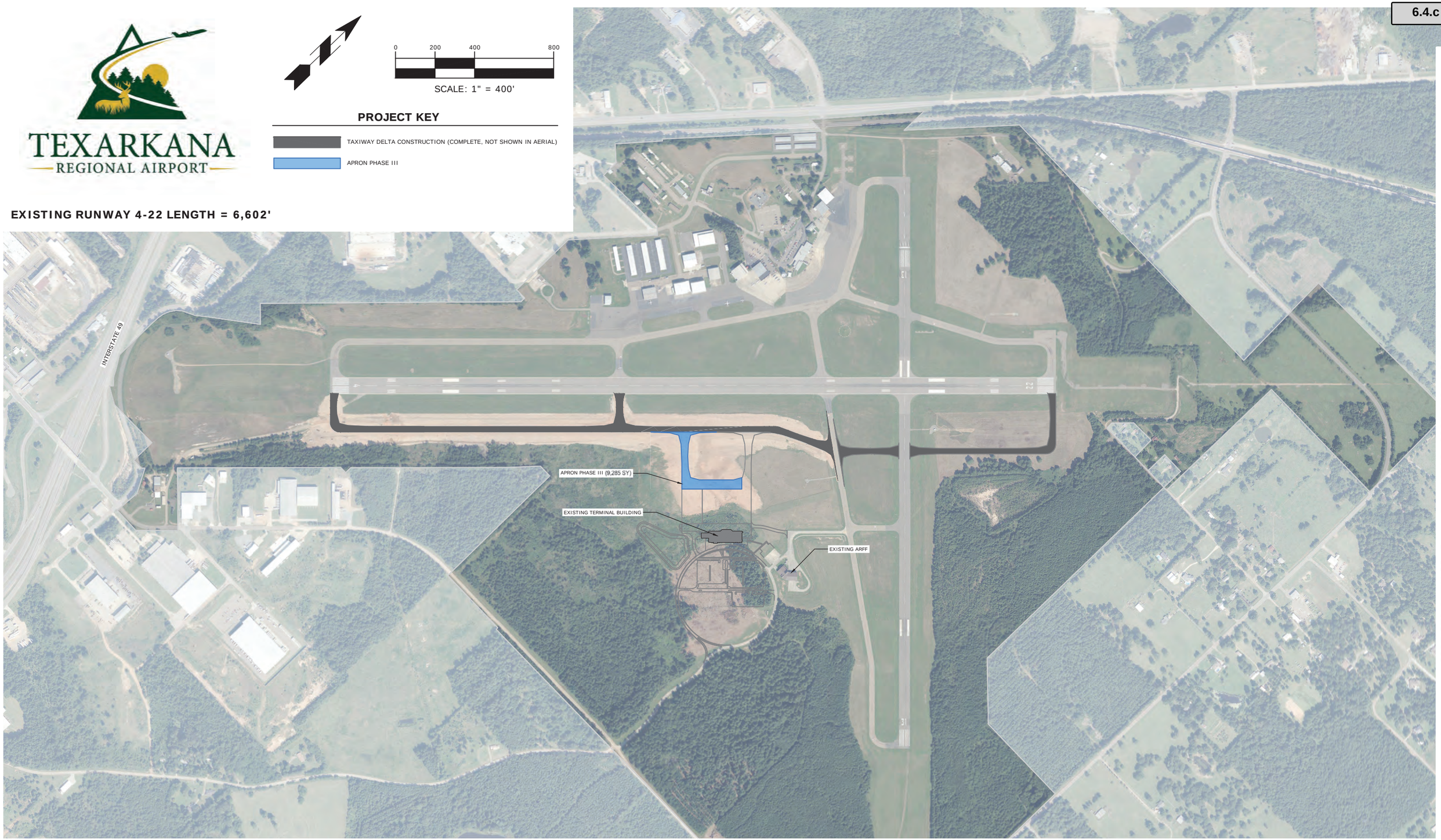
SCALE: 1" = 400'

PROJECT KEY

TAXIWAY DELTA CONSTRUCTION (COMPLETE, NOT SHOWN IN AERIAL)

APRON PHASE III

EXISTING RUNWAY 4-22 LENGTH = 6,602'



TEXARKANA REGIONAL AIRPORT

TEXARKANA, AR | TERMINAL APRON PHASE III SKETCH 11.13.2024

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix C

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
5/16/2025

Data Collection & Project Development	$14,000.00
Engineering Design Services	$150,000.00
Bidding & Contract Awarding Services	$22,000.00
Grant Preparation & Administration	$9,000.00
DBE Plan Administration & Reporting	$7,000.00
Construction Contract Administration	$40,000.00
Materials Testing Services	$50,000.00
Construction Support Services	$185,000.00
Total Professional Fees	**$477,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Data Collection & Project Development

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Prepare draft project options		8	14	17		9			
Prepare cost estimates of project		2	4	4					
Meet with Airport Staff /Commission	9	9		9					
Prepare displays and presentation material		1		3		4			
Meeting w/FAA to review Project		1	1						
Hour Subtotal	9	21	19	33	0	13	0	0	0
Salary Costs	$636.93	$1,095.36	$885.97	$1,300.86	$0.00	$368.94	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$4,288.06
Labor and General Adminstrative Overhead			$7,702.21
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$13.79	
	Supplies	$0.00	
	Mileage ($0.705/Miles for 280 miles)	$197.40	
	Postage, Freight	$0.00	
SUBTOTAL - Direct Non-Labor Expenses		$211.19	$211.19
Subtotal			$12,201.46
Profit (15%)			$1,798.54
TOTAL FEE			**$14,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Engineering Design Services

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Finalize Modeling of Aircraft Turning Radi/Movement	1	1	2	5		8			
Final Drainage Calculations	2	2	15	32					
Final Construction Safety & Phasing Plan	1	3	6	8					
Review Construction Safety & Phasing Plan w/ Owner	9	9	9						
Airspace (eFile)			1	4		2			
Finalize Engineer's Report	2	2	13	25					
Finalize Construction Quantities		4	17	17					
Finalize Construction Cost Estimates		3	8	8					
Review of Electrical Design	2	3	10	10					
Final QC review (Engrs.'s Report and Plans)	9	9	9	9					
Final Plan Review w/ Owner	9	9	9	9					
Reproduction for Submittal Review				4					
FINAL PLANS & SPECS.									
Cover Sheet (1)		1	1	2		5			
Index Sheet and General Notes (1)		1	1	3		5			
Construction Safety and Phasing (2)		2	4	12		25			
Topographic Survey (3)		2	2	15		55			
Site Overview (1)		2	2	7		13			
Demolition and Erosion Control Plan (2)		3	4	12		20			
Site Layout (2)		2	5	13		23			
Plan and Profile (1)		3	3	15		25			
Grading & Drainage Plan (1)		3	9	18		30			
Drainage Plan & Profiles (1)		2	2	7		18			
Jointing Plan (1)		3	3	12		15			
Concrete Elevation Plan (2)		3	3	22		28			
Marking Plan (1)		2	2	7		11			
Miscellaneous Details (4)		5	7	25		22			
Cross Sections (6)		8	8	18		35			
Electrical Sheets (8)	4	8	20	45		75			
Construction Contract Documents	3	3	6	6			28		
Technical Specifications	3	5	10	30			23		
Hour Subtotal	45	103	191	400	0	415	51	0	0
Salary Costs	$3,184.65	$5,372.48	$8,906.33	$15,768.00	$0.00	$11,777.70	$1,319.88	$0.00	$0.00

SUBTOTAL SALARIES			$46,329.04
Labor and General Adminstrative Overhead			$83,216.22
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$200.00	
	Supplies	$80.75	
	Mileage ($0.705/Miles for 840 miles)	$592.20	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,022.95	$1,022.95
Subtotal			$130,568.21
Profit (15%)			$19,431.79
TOTAL FEE			**$150,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Bidding & Contract Awarding Services

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
BIDDING SERVICES									
Draft Advertisement for Bids		1	1	1			4		
Prepare Bids/contract Documents		1		2			4		
Respond to Questions/Issue RFI's	2	2	6	10			4		
Prepare and Issue Addendums		2	6	10			4		
Prepare Pre Bid Meeting Agenda				1			1		
Conduct Pre Bid Mtg		9		9					
Issue Pre Bid Meeting Minutes				2					
Conduct Bid Opening		9		9					
AWARD OF CONSTRUCTION CONTRACT									
Evaluate All Bids and Prepare Certified Bid Tab		1		2			2		
Verify Bidders Have Meet Bidding Requirements		1	1	1					
Make Recommendation of Apparent Low Bidder		1							
Prepare Notice of Award				1			1		
Prepare Construction Contracts							4		
Review Performance and Payment Bonds				1			5		
Review Insurance				1			5		
Prepare Agenda for Pre Construction Meeting		1	1	3					
Attend Pre Construction Meeting	9	9							
Hour Subtotal	11	37	15	53	0	0	34	0	0
Salary Costs	$778.47	$1,929.92	$699.45	$2,089.26	$0.00	$0.00	$879.92	$0.00	$0.00

SUBTOTAL SALARIES			$6,377.02
Labor and General Adminstrative Overhead			$11,454.40
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$600.00	
	Supplies	$151.66	
	Mileage ($0.705/Miles for 840 miles)	$592.20	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,493.86	$1,493.86
Subtotal			$19,325.28
Profit (15%)			$2,674.71
TOTAL FEE			**$22,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Grant Preparation & Administration

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Complete FAA Grant Application		1	3	12					
Review Grant Application w/ Owner		1	1						
Grant Submittal to FAA			1						
Grant close-out process		1	5	25					
Grant submittal to ADA (90-10)		1	1	5					
Attend ADA Meeting for Grant Application Review	2	2		2					
Hour Subtotal	2	6	11	44	0	0	0	0	0
Salary Costs	$141.54	$312.96	$512.93	$1,734.48	$0.00	$0.00	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$2,701.91
Labor and General Adminstrative Overhead			$4,853.17
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$250.00	
	Postage, Freight	$61.66	
SUBTOTAL - Direct Non-Labor Expenses		$311.66	$311.66
Subtotal			$7,866.74
Profit (15%)			$1,133.26
TOTAL FEE			**$9,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
DBE Plan Administration & Reporting

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Prepare 3 year DBE goal plan		1	4	9					
Track DBE commitments			5	5					
Review good faith efforts			2	1					
Track monthly DBE participation			3						
End of year DBE participation reporting			10	10					
Hour Subtotal	0	1	24	25	0	0	0	0	0
Salary Costs	$0.00	$52.16	$1,119.12	$985.50	$0.00	$0.00	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$2,156.78
Labor and General Adminstrative Overhead			$3,874.01
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$34.59	
	Supplies	$30.00	
	Postage, Freight		
SUBTOTAL - Direct Non-Labor Expenses		$64.59	$64.59
Subtotal			$6,095.38
Profit (15%)			$904.62
TOTAL FEE			**$7,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Contract Adminstration

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
MCE internal project set-up							1		
Kick-off mtg w/ Owner	1	1	1						
Coordination w/ Owner	3	7	15						
Coordination w/FAA (local)	2	2	12						
Attend Commission Meeting (4)	9	9	9						
Weekly Internal Aviation Dept. Mtg.'s	4	4	4	4		4			
Shop drawing & submittal review			2	8					
Prepare QA/QC Manual			4	17			8		
Review/Approve Contractors QC Manual			1	1					
QA/QC compliance review			1	1					
Periodic pay estimates (4)			4	8					
Prepare Change orders			3	4					
Preparation/distribution of meeting minutes				1					
Prepare As-built drawings			1	1		5			
Review and Distribute O & M Manuals			1	2					
Summary of Material Testing Report to FAA			1	2					
Attend Semi-Final Inspection		9	9						
Prepare punch-list			2						
Attend Final Inspection	9	9	9						
Reconciliation C. O.			1	1					
Close-out and coordination meetings	9	9	9						
Hour Subtotal	37	50	89	50	0	9	9	0	0
Salary Costs	$2,618.49	$2,608.00	$4,150.07	$1,971.00	$0.00	$255.42	$232.92	$0.00	$0.00

SUBTOTAL SALARIES			$11,835.90
Labor and General Adminstrative Overhead			$21,259.64
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$500.00	
	Supplies	$105.72	
	Mileage ($0.705 for 1,680 miles)	$1,184.40	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,940.12	$1,940.12
Subtotal			$35,035.66
Profit (15%)			$4,964.33
TOTAL FEE			**$40,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Materials Testing Services
Construction Period of 150 Days

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$19.36	$45.43	$40.87	$30.90
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
Material Testing Services - Manhours											
P-152 Excavation, Subgrade and Embankment			2					15		4	
P-152 Laboratory Proctors			2					15		4	
P-155 Laboratory Proctors			2					15		4	
P-209 Crushed Agg. Base Courses Densities			2					30		4	
P-209 Crushed Agg. Base Course Gradation			2					30		4	
ARDOT-406 Asphalt Binder Course Densities			2					30			
P-501 Cement Concrete Pavement			10					50	8	16	
Materials Testing Results/Reports			10					30	20	30	
Hour Subtotal	0	0	32	0	0	0	0	215	28	66	0
Salary Costs	$0.00	$0.00	$1,492.16	$0.00	$0.00	$0.00	$0.00	$4,162.40	$1,272.04	$2,697.42	$0.00

SUBTOTAL SALARIES			$9,624.02
Labor and General Adminstrative Overhead			$17,286.66
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$550.00	
	Per Diem (meal allowance for 5 months)	$0.00	
	Lodging (for 5 months)	$0.00	
	Postage, Freight	$183.71	
	Mileage ($0.705/Miles for 2,800 miles)	$1,974.00	
SUBTOTAL - Direct Non-Labor Expenses		$2,707.71	$2,707.71
Subtotal			$29,618.39
Profit (15%)			$4,036.60
TOTAL HOURLY FEE			**$33,655.00**

Testing	Quantity of Tests	Cost Per Test	Total Cost
P-152 Excavation, Subgrade & Embankment	15	$180.00	$2,700.00
P-152 Laboratory Proctors	6	$325.00	$1,950.00
P-155 Laboratory Proctors	3	$325.00	$975.00
P-209 Crushed Aggregate Base Course Densities	6	$285.00	$1,710.00
P-209 Crushed Aggregate Base Course Gradations	6	$135.00	$810.00
ARDOT-406 Asphalt Binder Course Densities	20	$185.00	$3,700.00
P-501 Cement Concrete Pavement	30	$150.00	$4,500.00

TOTAL TESTING FEE	**$16,345.00**
TOTAL CMT SERVICES FEE	**$50,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Support Services
Construction Period of 150 Days

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$19.36	$45.43	$40.87	$30.90
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
Construction Support Services											
Full Time Constuction Observation (5 months)										880	80
Respond to Field Questions	9	20	30	15		8					
Site Visits (By Engr. Staff)	18	27	18	18							
Review of Contractors Marked up As-Built Drawings		3	3	3		5				9	
Materials Testing Results/Reports		7	7	3				6	6		
Review of Contractor Materials Test Results		7	7	3					6	10	
General Consultation			20	15							
Hour Subtotal	27	64	85	57	0	13	0	6	12	899	80
Salary Costs	$1,910.79	$3,338.24	$3,963.55	$2,246.94	$0.00	$368.94	$0.00	$116.16	$545.16	$36,742.13	$2,472.00

SUBTOTAL SALARIES			$51,703.91
Labor and General Adminstrative Overhead			$92,870.00
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$250.00	
	Per Diem (meal allowance for 5 months)	$8,500.00	
	Lodging (for 5 months)	$7,000.00	
	Postage, Freight	$29.00	
	Mileage ($0.705/Miles for 4,200 miles)	$2,961.00	
SUBTOTAL - Direct Non-Labor Expenses		$18,740.00	$18,740.00
Subtotal			$163,313.91
Profit (15%)			$21,686.09
TOTAL FEE			**$185,000.00**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERING

Data Collection & Project Development	$11,617.13
Engineering Design Services	$179,492.83
Bidding & Contract Awarding Services	$23,947.88
Grant Preparation & Administration	$11,742.19
DBE Plan Administration & Reporting	$11,564.56
Construction Contract Administration	$45,807.04
Construction Materials Testing	$53,844.50
Construction Support Services	$151,019.25
Total Professional Fees	**$489,035.36**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERING

Title	Hourly Rate
Principal - III	$83.00
Principal - II	$81.00
Senior Project Manager - IV	$76.00
Senior Project Manager - II	$73.00
Project Manager - VI	$72.00
Project Manager - IV	$69.00
Project Manager - III	$64.00
Project Designer - VI	$62.00
Project Designer - IV	$56.00
Project Designer - III	$54.00
Chief Draftsman - I	$40.00
Draftsman - III	$35.00
Draftsman - I	$28.00
Registered Land Surveyor - III	$55.00
Survey Crew - 2 Man	$76.00
Survey Tech - III	$43.00
Geotech Engineer - I	$55.00
Materials Lab Manager	$40.00
Geotech Clerical - III	$34.00
Soils Technician - V	$37.00
Soils Technician - IV	$35.00
Soils Technician - II	$31.00
Soils Technician - I	$28.00
Materials Lab Technician	$34.00
CMT Supervisor / Construction Observer	$53.00
Construction Observer - IV	$49.00
Construction Observer - I	$41.00
Project Accountant - IV	$43.00
Project Accountant - II	$34.00
Clerical - III	$29.00
Spec Writer - II	$35.00
Spec Writer - I	$33.00

Labor and General Adminstrative Overhead	1.5
Profit	15%

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Data Collection & Project Development
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERIN

Tasks	Principal - III	Project Manager - VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$43.00	$34.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Prepare Draft Project Options		2	4	6	8	8	4		
Prepare cost estimates of projects	1	1	2	4	4			4	4
Meet with Airport staff and commission	8	8							
Hour Subtotal	9	11	6	10	12	8	4	4	4
Salary Costs	$747.00	$792.00	$384.00	$620.00	$648.00	$280.00	$140.00	$172.00	$136.0

SUBTOTAL SALARIES			$3,919.00
Labor and General Adminstrative Overhead			$5,878.50
Direct Non-Labor Expenses			
Document Printing, Reproductions		$150.00	
Supplies		$100.00	
Postage, Freight		$100.00	
SUBTOTAL - Direct Non-Labor Expenses		$350.00	$350.00
Subtotal			$10,147.50
Profit (15%)			$1,469.63
TOTAL FEE			**$11,617.13**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Engineering Design Services
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERI

Tasks	Principal - III	Principal - II	Sr. Project Manager - IV	Project Manager - III	Project Designer - IV	Sr. Proj. Mgr - II	Geotech Engineer - I	Chief Draftsman - I	Draftsman - III	Specification Writer - I	Registered Land Surveyor - III	Survey Crew 2 Man	Project Accountant - IV	Project Accountant - II	Clerical -III
	$83.00	$81.00	$76.00	$64.00	$56.00	$73.00	$55.00	$40.00	$35.00	$33.00	$55.00	$76.00	$43.00	$34.00	$29.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
MCE internal project set-up	12	12	12	12	12	12	12	12			12		12		12
Kick-off mtg w/ Owner	8	8	8												
Coordination w/ Owner	8	10	12	12	24	12	24								
Coordination w/ FAA	4	10	12	24	24	12	12								
Prepare estimate of probable costs and Sketches		1	2	4	8	4			12						
Prepare schematic design		1	4	8	16	6	8	8	16						
Write preliminary engineers report to submit to FAA		2		8	16	6	6		6	10					10
Develop Construction Safety and Phasing Plan (CSPP)	4		8	10	12	10									
eFile Construction Safety and Phasing Plan				4											4
Submit Project for Airspace Analysis		2			4	4									4
Kick-off Meeting with Owner	8	8	8												
Weekly Internal Aviation Dept. Mtg.'s	10	10	10	10	12	10	10	10			10				12
Final Construction Safety & Phasing Plan	2	2	2	4	8	4									
Review Construction Safety & Phasing Plan w/ Owner	8	8	8												
Review and Coordination with Electrical Subconsultant	4	10	10	12	24	12	8								
Final SWPPP plan		2			10	2			10						
Update DBE Goals based on Final Design		2		2	4	2									
Update DBE Plan based on final design		2		2	6	4									6
Finalize Engineer's Report		4		4	6	4			8						8
Finalize Construction Quantities		2	2	4	12	4	4								
Finalize Construction Cost Estimates		2	2	4	6	2	2						4	4	
Final QC review (Engrs.'s Report and Plans)	2	2	2	2	4	6	2								
Final Plan Review w/ Owner	8	8	8												
Reproduction for Submittal Review					4			6	6						6
Plans & Specs.															
Cover Sheet		1		2	4	2			4						
Construction Safety and Phasing Plan	4	4	4	6	10	6	4	4	12		8	12			
General Notes		4	4	6	8	4	4	4	12						
Site Overview	4	4	4	6	12	6	4	4	12		12	16			
Demolition and Erosion Control Plan		4		6	12	6	4	4	12						
Site Plan	4	4	4	6	12	10	4	4	12		12	16			
Jointing Plan		4	4	6	12	10	4	4	12						
Grading and Drainage Plan		4	4	6	12	6	4	4	12						
Jointing Elevation Plan		4	4	6	16	10	4	4	16						
Construction Contract Documents	2	4	4	2		4				4					8
Technical Specifications	4	4	4	8	24	8	8			40					8
Hour Subtotal	96	149	146	186	334	188	128	68	162	54	54	44	16	4	78
Salary Costs	$7,968.00	$12,069.00	$11,096.00	$11,904.00	$18,704.00	$13,724.00	$7,040.00	$2,720.00	$5,670.00	$1,782.00	$2,970.00	$3,344.00	$688.00	$136.00	$2,262

SUBTOTAL SALARIES		$102,077.00
Labor and General Adminstrative Overhead		$153,115.50
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$1,200.00
	Postage, Freight	$250.00
	Mileage ($0.70/Miles x 280 miles/roundtrip x 10 trips)	$1,960.00
SUBTOTAL - Direct Non-Labor Expenses		$3,410.00
Subtotal		$156,525.50
Profit (15%)		$22,967.33
TOTAL FEE		**$179,492.83**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Bidding & Contract Awarding Services
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERI

Tasks	Principal - III	Project Manager - VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II	Clerical III
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$43.00	$34.00	$29.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
BIDDING SERVICES										
Draft Advertisement for Bids		1		1			2			
Prepare Bids/contract Documents			1	2	2					4
Respond to Questions/Issue RFI's	2	4	4	4	8	8				4
Prepare and Issue Addendums			2	2	4	4				4
Conduct Bid Opening	4	4			4					
AWARD OF CONSTRUCTION CONTRACT										
Evaluate All Bids and Prepare Certified Bid Tab		2	2	4	4			1	1	
Verify Bidders Have Meet Bidding Requirements			1	1	2					
Make Recommendation of Apparent Low Bidder			1	1	2					
Prepare Notice of Award			1		1					1
Prepare Construction Contracts	1	1	2	2	2					2
Review Performance and Payment Bonds			1	1	1			1		
Review Insurance			1	1	1			1		
Prepare Agenda for Pre Construction Meeting		1	1	2	2					2
Attend Pre Construction Meeting	6	6			6					
Hour Subtotal	13	19	17	21	39	12	2	3	1	17
Salary Costs	$1,079.00	$1,368.00	$1,088.00	$1,302.00	$2,106.00	$420.00	$70.00	$129.00	$34.00	$493

SUBTOTAL SALARIES		$8,089.00
Labor and General Adminstrative Overhead		$12,133.50
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$150.00
	Supplies	$75.00
	Mileage ($0.70/Miles x 280 miles/roundtrip x 2 trips)	$392.00
	Postage, Freight	$75.00
SUBTOTAL - Direct Non-Labor Expenses		$692.00
Subtotal		$20,914.50
Profit (15%)		$3,033.38
TOTAL FEE		**$23,947.88**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Grant Preparation & Administration
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERING

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$43.00	$34.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Complete FAA Grant Applications (2)		0.5		1	2		2		
Review Grant Applications w/ Owner	2	2							
Grant Submittal to FAA (2)		0.5			1		2		
Prepare Monthly Invoices (6)					6			3	3
Monthly Drawdowns (RFR) (6)					6			3	3
Monthly progress updates to FAA (6)			1		6		3		
Grant close-out Report (2)	0.5	0.5	1	1	4	2	2		
Prepare Final Financial Documents - SF 271, SF 425 & Distribution of Funds Spreadsheet (2)					2		2	2	2
Prepare ADA grant Applications (2)					2		2		
Attend ADA Meeting for Grant Application Review (2)		4	4						
Hour Subtotal	2.5	7.5	6	2	29	2	13	8	8
Salary Costs	$207.50	$540.00	$384.00	$124.00	$1,566.00	$70.00	$455.00	$344.00	$272.00

SUBTOTAL SALARIES		$3,962.50
Labor and General Adminstrative Overhead		$5,943.75
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$150.00
	Supplies	$100.00
	Postage, Freight	$100.00
SUBTOTAL - Direct Non-Labor Expenses		$350.00
Subtotal		$10,256.25
Profit (15%)		$1,485.94
TOTAL FEE		**$11,742.19**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
DBE Plan Administration & Reporting
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERIN

Tasks	Principal - III	Project Manager - VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - I
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$43.00	$34.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Review 3 year plan to ensure compliance	2	2	4						
Track DBE commitments during bidding	1	2	4		4			2	2
Review good faith efforts from bidders	1	2	2		4				
Track monthly DBE participation			2.5	2.5	5			2.5	2.5
End of year DBE participation reporting		2	2		4	4	4		
Hour Subtotal	4	8	14.5	2.5	17	4	4	4.5	4.5
Salary Costs	$332.00	$576.00	$928.00	$155.00	$918.00	$140.00	$140.00	$193.50	$153.(

SUBTOTAL SALARIES		$3,535.50
Labor and General Adminstrative Overhead		$5,303.25
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$100.00
	AEDT Analysis Software	$1,200.00
	Postage, Freight	$100.00
SUBTOTAL - Direct Non-Labor Expenses		$1,400.00
Subtotal		$10,238.75
Profit (15%)		$1,325.81
TOTAL FEE		**$11,564.56**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Contract Administration
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERI

Tasks	Principal - III	Project Manager - VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II	Clerical III
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$43.00	$34.00	$29.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
MCE internal project set-up		4			8	8				8
Kick-off mtg w/ Owner	4	4			4					
Coordination w/ Owner	4	4	8	8	8					
Coordination w/ FAA (local)	2	2	4	4	8					
Attend Commission Meeting (4)	8	8			8					
Weekly Internal Aviation Dept. Mtg.'s	10	10	10	12	12	12		12		12
Shop drawing & submittal review		0.5	2	4	8					
Prepare QA/QC Manual		1	2	2	4					4
Review/Approve Contractors QC Manual		0.5	1	2	4					
QA/QC compliance review			1	1	2		1			
Periodic pay estimates (7)			7		7			3.5	3.5	
Prepare Change orders		2	2	4	8	4				4
Preparation/distribution of meeting minutes			1		8					8
Prepare As-built drawings		1	2	2	8	12				
Review and Distribute O & M Manuals				2	2		2			2
Summary of Material Testing Report to FAA		0.5	2	2	2					2
Attend Semi-Final Inspection	8	8			8					
Prepare punch-list		1	2	2	4					4
Attend Final Inspection	8	8			8					
Reconciliation C.O.	1	1	2	4	4			4	4	
Close-out and coordination meetings	4	4	4	4	4		2			4
Hour Subtotal	49	59.5	50	53	129	36	5	19.5	7.5	48
Salary Costs	$4,067.00	$4,284.00	$3,200.00	$3,286.00	$6,966.00	$1,260.00	$175.00	$838.50	$255.00	$1,39

SUBTOTAL SALARIES		$25,723.50
Labor and General Adminstrative Overhead		$38,585.25
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$350.00
	Supplies	$150.00
	Mileage ($0.70/Miles x 280 miles/roundtrip x 4 trips)	$784.00
	Postage, Freight	$150.00
SUBTOTAL - Direct Non-Labor Expenses		$1,434.00
Subtotal		$40,019.25
Profit (15%)		$5,787.79
TOTAL FEE		**$45,807.04**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Materials Testing
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERINI

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer VI	Project Designer III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$34.00	$55.00	$53.00	$49.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
P-152 Excavation, Subgrade and Embankment			0.5	1	1				2		10
P-152 Laboratory Proctors			0.5	1	1				2		10
P-155 Laboratory Proctors			0.5	1	1				2		10
P-209 Crushed Agg. Base Courses Densities			0.5	1	1				2		10
P-209 Crushed Agg. Base Course Gradation			0.5	1	1				2		10
ARDOT-406 Asphalt Binder Course Densities			0.5	1	1				2		10
P-501 Cement Concrete Pavement			0.5	1	1				2		10
Materials Testing Results/Reports			0.5	1	1			12	4		
Hour Subtotal	0	0	4	8	8	0	0	12	18	0	70
Salary Costs	$0.00	$0.00	$256.00	$496.00	$432.00	$0.00	$0.00	$408.00	$990.00	$0.00	$3,430.0

SUBTOTAL SALARIES		$6,012.00
Labor and General Adminstrative Overhead		$9,018.00
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$150
	Per Diem (for 5 months)	$10,500
	Lodging (for 5 months)	$9,000
	Postage, Freight	$150
	Mileage ($0.70/miles x 280 miles/roundtrip x 20 trips)	$3,920
SUBTOTAL - Direct Non-Labor Expenses		$23,720.00
Subtotal		$38,750.00
Profit (15%)		$2,254.50
TOTAL HOURLY FEE		**$41,004.50**

Testing	Testing Costs
P-152 Excavation, Subgrade and Embankment (15 Tests)	$2,400.00
P-152 Laboratory Proctors (6 Tests)	$2,160.00
P-155 Laboratory Proctors (3 Tests)	$1,080.00
P-209 Crushed Agg. Base Courses Densities (6 Tests)	$1,500.00
P-209 Crushed Agg. Base Course Gradation (6 Tests)	$900.00
ARDOT-406 Asphalt Binder Course Densities (20 Tests)	$3,000.00
P-501 Cement Concrete Pavement (30 Tests)	$1,800.00

TOTAL TESTING FEE	**$12,840.00**
TOTAL CMT SERVICES FEE	**$53,844.50**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Support Services
Construction Period of 150 Days
Estimated Construction Cost = $4,786,000
4/4/2025

Cantique, LLC
CONSULTING ENGINEERI

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$83.00	$72.00	$64.00	$62.00	$54.00	$35.00	$35.00	$34.00	$55.00	$53.00	$49.00
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
Full Time Constuction Observation (150 days)										325	500
Respond to Field Questions	1	1	2	4	8						
Site Visits (By Engr. Staff)	2	2	2	2	4						
Review of Contractors Marked up As-Built Drawings			0.5	0.5	1	1					
Materials Testing Results/Reports		0.5			1			1			
Review of Contractor Materials Test Results		0.5		1							
General Consultation	2	2	2	2	4				4		
Hour Subtotal	5	6	6.5	9.5	18	1	0	1	4	325	500
Salary Costs	$415.00	$432.00	$416.00	$589.00	$972.00	$35.00	$0.00	$34.00	$220.00	$17,225.00	$24,500

SUBTOTAL SALARIES		$44,838.00
Labor and General Adminstrative Overhead		$67,257.00
Direct Non-Labor Expenses		
	Document Printing, Reproductions	$500.00
	Per Diem (meal allowance for 5 months)	$10,500.00
	Lodging (for 5 months)	$9,000.00
	Postage, Freight	$150.00
	Mileage ($0.70/Miles x 280 miles/roundtrip x 10 trips)	$1,960.00
SUBTOTAL - Direct Non-Labor Expenses		$22,110.00
Subtotal		$134,205.00
Profit (15%)		$16,814.25
TOTAL FEE		**$151,019.25**

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

BASIC AGREEMENT TO PROVIDE DESIGN AND ENGINEERING SERVICES TO THE TEXARKANA REGIONAL AIRPORT AUTHORITY, TEXARKANA, ARKANSAS

This Agreement made this 29th day of July, 2024, between the firm of McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER, and the Texarkana Regional Airport Authority, Texarkana, Arkansas, hereinafter referred to as the AUTHORITY, wherein the ENGINEER agrees to provide certain services as defined in Article 1 and for the consideration defined in Article 2 herein.

ARTICLE 1

The AUTHORITY selected the ENGINEER to provide survey, geotechnical studies, preliminary engineering studies, design, engineering, construction contract administration, construction support services, grant administration and construction material testing services for the Texarkana Regional Airport Authority, Texarkana, Arkansas, for airport development. These services will be described in specific Work Orders which become a part of the Basic Agreement upon execution. The ENGINEER agrees to perform the services described in the Work Orders after execution by both parties of the Agreement.

The projects assigned to the ENGINEER by the AUTHORITY are:

1. Runway 4/22 Extension
2. MALSF Runway 4
3. Runway 4/22 Overlay
4. Taxiway D Extension
5. Terminal Apron Phase III (includes concrete apron, connecting Taxilane and ARFF Access Road)
6. Service Animal Relief Area

Other Items of Work not determined at this time, but detailed in future Work Orders may be approved/added by the Authority.

ARTICLE 2

The compensation for services to be provided will be negotiated and specified in each Work Order.

ARTICLE 3

Payment to the ENGINEER for services provided as described in Article 1 is to be made within thirty (30) days after date of billing. The amount due will be for services rendered during the previous month based on the percentage of completion or actual costs, as appropriate.

ARTICLE 4

It is further mutually agreed by the parties hereto:

4.1 That the AUTHORITY will designate a representative to direct and coordinate the efforts of the ENGINEER who will be the only source of instructions to the ENGINEER and who shall have the authority to interpret the AUTHORITIE'S policy as necessary to maintain the ENGINEER'S work schedule, administer the Agreement, and certify the ENGINEER'S payment requests.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

4.2 That the AUTHORITY shall make available to the ENGINEER all technical data in the AUTHORITIE'S possession, including laboratory tests, maps, surveys, borings, and other information required by the ENGINEER and relating to the ENGINEER'S work.

4.3 That the AUTHORITY will provide staff assistance in locating and uncovering existing utilities when necessary in the project area.

4.4 That the estimates of cost for the Project(s) provided for herein are to be prepared by the ENGINEER through exercise of his experience and judgment in applying presently available cost data, but it is recognized that the ENGINEER has no control over cost of labor and materials conditions, so that he can not warrant that the Project construction cost will not vary from his cost estimate. If AUTHORITY wishes greater assurance as to probable construction cost, AUTHORITY shall employ an independent cost estimator.

4.5 It is anticipated that most of the work orders will be completed on a lump sum basis, cost plus fixed fee, hourly rate basis or as set forth in the Work Orders.

That the ENGINEER's direct expenses are defined as the costs incurred on or directly for the Project, other than the Salary and General Overhead Costs, as defined hereinbefore. Such direct expenses shall be computed on the basis of actual purchase price for items obtained from commercial sources and on the basis of usual commercial charges for items provided by the ENGINEER.

Direct expenses shall include, but not be limited to, necessary transportation costs, including mileage at the ENGINEER'S current rate per mile when the ENGINEER'S own automobiles are used, meals and lodging, laboratory tests and analyses, courier services, word processing services, telephone, and printing and binding charges.

4.6 That if payment of the amount due as prescribed in Article 2, or any portion thereof, is not made within the period specified in Article 3, interest on the unpaid balance thereof will accrue at the rate of ten (10) percent per annum and become due and payable at the time said overdue payments are made.

4.7 That the ENGINEER shall maintain a level of competency presently maintained by other practicing professional engineers in the same type of work for the professional and technical soundness and accuracy of all designs, drawings, specifications, and other work and materials furnished under this Agreement.

4.8 That either party may terminate this Agreement at any time by a notice in writing to the other party. If the Agreement is terminated as provided herein, the ENGINEER will be paid for services actually performed; the amount of said payment shall bear the same ratio to the total compensation specified as the services actually performed bear to the total services of the ENGINEER, less payments of compensation previously made.

4.9 That the AUTHORITY may, from time to time, request changes in the scope of the services of the ENGINEER to be performed hereunder. Such changes, including any increase or decrease in the amount of the ENGINEER'S compensation, which are mutually agreed upon by and between the AUTHORITY and the ENGINEER, shall be incorporated in written amendments to this Agreement.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

4.10 That the AUTHORITY shall pay for all costs of publishing advertisements for bids, for obtaining drawing reviews, permits, and licenses that may be required by local, state, or federal authorities and shall pay for and secure the necessary land, easements, and rights-of-way as described by the ENGINEER or local surveyor.

4.11 That all claims, counter-claims, disputes and other matters in question between the AUTHORITY and the ENGINEER arising out of or relating to this Agreement or in the breach thereof, will be decided by binding arbitration only if both parties hereto specifically agree to the use of arbitration in regard to the individual matter in dispute. The total liability, in the aggregate, of the ENGINEER and the ENGINEER'S Officers, Directors, Employees, Agents and Independent Professional Associates and Consultants, and any of them to AUTHORITY, and anyone claiming by, through or under AUTHORITY, for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the ENGINEER'S services, the project or this agreement from any cause or causes whatsoever, including but not limited to the negligence, errors, omissions, strict liability, or breach of contract of the ENGINEER or the ENGINEER'S Officers, Directors, Employees, Agents or Independent Professional Associates or Consultants, or any of them, shall not exceed the total compensation received by the ENGINEER under the agreement.

4.12 That, in the event of any legal or other controversy requiring the services of the ENGINEER in providing expert testimony in connection with the Project, except suits or claims by third parties against the AUTHORITY arising out of errors or omissions of the ENGINEER, the AUTHORITY shall pay the ENGINEER for services rendered in regard to such legal or other controversy on a basis to be negotiated.

That the AUTHORITY will pay the ENGINEER for labor and expenses incurred in satisfying the requirements and assisting in any audit required by the AUTHORITY or any of their duly authorized representatives. The basis of payment will be specified in an Amendment to this Agreement.

4.13 That visits to a construction site and observations made by the ENGINEER as part of his services shall not relieve the construction contractor(s) of his obligation to conduct comprehensive inspections of this work sufficient to ensure conformance with the intent
of the Contract Documents and shall not relieve the construction contractor(s) of his responsibility for all construction means, methods, techniques, sequences, and procedures necessary for coordinating and completing all work under the construction contract(s) and for all safety precautions incidental thereto. Such visits by the ENGINEER are not to be construed as part of the observation duties of on-site observation personnel.

4.14 That the ENGINEER shall provide partial on-site observation personnel as required and will make reasonable efforts to guard the AUTHORITY against defects and deficiencies in the work of the contractor(s) and to help determine if the construction contract(s) has been fulfilled. Their day-to-day observation will not, however, cause the ENGINEER to be responsible for those duties and responsibilities which belong to the construction contractor(s) and which include, but are not limited to, full responsibility for the techniques and sequences of construction and the safety precautions incidental thereto and for performing the construction work in accordance with Contract Documents.

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

4.15 That the ENGINEER has the right to subcontract services; however, the AUTHORITY has the right to approve subcontractors who perform work on the Project in excess of $10,000.

4.16 All documents including drawings, specifications, estimates, field notes, and other data pertaining to the work or to the Project shall become the property of the AUTHORITY. The AUTHORITY shall not be restricted in the subsequent use of the design, design documents, or ideas incorporated in the work. However, the ENGINEER shall bear no responsibility for such reuse of the design unless specifically agreed to in writing.

4.17 That this Agreement is to be binding on the heirs, successors, and assigns of the parties hereto and is not to be assigned by either party without first obtaining the written consent of the other.

ARTICLE 5

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

TEXARKANA REGIONAL AIRPORT AUTHORITY

By: _____
Ferdinand Paul Mehrlich III, A.A.E., ACE
Executive Director of Aviation

Dated the 1 day of August, 2024

Attest: _____

FOR McCLELLAND CONSULTING ENGINEERS, INC.

By: _____
James M. (Mitch) Rose, Exec. Vice Pres./Tres.

Dated the 29th day of July, 2024

Attest: _____
Matthew Vinyard, P.E.
Principal/Asst. Aviation Dept. Manager

Attachment: 2025-079 ATTH 02 -Grant App (4513 : 2025-079 RES AIRPORT Apron Phase III)

2025-079 ATTH 03

WORK ORDER NO. 4

ENGINEERING SERVICES
FOR
APRON CONSTRUCTION – PHASE III
TEXARKANA REGIONAL AIRPORT (TXK)
TEXARKANA, ARKANSAS

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 29th day of July, 2024, between McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER or MCE and the Texarkana Regional Airport Authority, hereinafter referred to as the AUTHORITY.

ARTICLE 1

The AUTHORITY intends to construct the third phase of the terminal apron at the Texarkana Regional Airport. McClelland Consulting Engineers, Inc. is pleased to provide this proposal for engineering and construction support services associated with the Apron Construction – Phase III project. The scope of this proposal is to create and provide the construction drawings, assist in bidding and contract awarding services, and provide construction support services.

The ENGINEER will complete the following summary of engineering services under Work Order No. 4. Subsequent Work Orders will be developed as other needs arise. Engineering Services During Construction for future construction phases will be developed under another work order.

SECTION 1 - SCOPE OF SERVICES

Task No. 1 Data Collection & Project Development

- The ENGINEER will meet with the AUTHORITY to develop a lists of action items for the project. Such items may include:
  - Coordination with the airport staff/operations, airlines, FBO, airport tenants
  - Develop preliminary sequencing plan to mitigate disruption to the airport and its users
  - Review As-builts from Apron Phase I
  - Update estimates of probable construction costs
  - Prepare findings and present to the airport staff

Task No. 2 Engineering Design Services

- 90% Plans and Specifications – Using all data previously mentioned, MCE's design team will assemble a design of the project incorporating the Apron Phase I as-builts. This design will be based on FAA AC design guidelines along with sound engineering practices for this type of project. Specifications will be developed using the current FAA ACs as they pertain to construction for airports (AC 150/5370-10). MCE will submit 90% design drawings, specifications, and the design engineer's report to the OWNER and FAA for review.
- Final Plans and Specifications – Using all data previously mentioned and FAA's comments, MCE's design team will assemble a final design of the projects. This design will be based on FAA AC design guidelines along with sound engineering practices for this type of project. Specifications will be developed using the current FAA AC as they pertain to construction for airports (AC 150/5370-10).

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

- Final Construction Quantities and Estimated Costs – MCE will prepare a list of construction work items and their associated quantities. Using these items, a detailed estimate of costs will be developed.
- Final Plan & Engineers Report Submittal – MCE will incorporate comments and revisions received from the FAA and OWNER into a final engineer's report. Prior to final submission to the FAA, MCE will allow the OWNER to review this document. Once the OWNER has reviewed the final report it will be submitted to the FAA for final submission.

Task No. 3 Bidding & Contract Awarding Services

- The ENGINEER will prepare the advertisement for bids as well as prepare the bidding documents required.
- The ENGINEER will prepare a list of construction work items and their associated quantities. Using these items, a detailed estimate of costs will be developed.
- A pre-bid meeting will be conducted on site to review with the potential bidders the bidding requirements. Contractors will have the opportunity to tour the proposed construction site as well.
- Prepare and issue any/all necessary addendums, RFI's clarifications as necessary for the bidding process.
- The ENGINEER will conduct /attend the bid opening at TXK. Once bids are received a certified bid tab will be supplied of all the responsive bids.
- A review and recommendation of the lowest responsive bidder will be made and a Notice of Award will be drafted. Review of the Contractor's bonds and insurance will be made and the contract documents will be prepared.
- The ENGINEER will conduct a pre-construction meeting. At this meeting contract documents will be signed, plans reviewed, schedules established and a Notice to Proceed issued. This meeting will occur at TXK.

Task No. 4 Grant Preparation & Administration

- The ENGINEER will assist the AUTHORITY in preparing for submission to the FAA the necessary grant application for funding of this project. THE ENGINEER will also assist the AUTHORITY with the administration of the grant (i.e. RFR's, monthly progress updates, Grant close-out, grant certifications, etc.). Once this project is closed out by the FAA, THE ENGINEER will assist the AUTHORITY in preparing a grant application to ADA. THE ENGINEER will attend the ADA meeting when this application is to be reviewed.
- The ENGINEER will prepare and submit Quarterly Performance Reports and monthly RFR's as required by the FAA.
- The ENGINEER will prepare and supply certain documents to close out the project with the FAA, ADA, and the AUTHORITY.

Task No. 5 DBE Plan Administration & Reporting

- The ENGINEER will prepare a DBE plan for the AUTHORITY. The AUTHORITY will name a liaison for the plan. A DBE goal will be calculated by THE ENGINEER for the AUTHORITYS review for various projects. The plan will be submitted to the FAA for review and acceptance. Goals will be updated as necessary along with monitoring and tracking of DBE participation throughout the project.

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Task No. 6 Construction Contract Administration

- The ENGINEER will attend monthly TXK Commission meetings, on-site construction milestone and phasing meetings, and represent the AUTHORITY, as needed, at any other meetings pertaining to the project.
- The ENGINEER will review, comment, and approve all shop drawings, submittals, etc. submitted by the Contractor for compliance with the plans and specifications for the project.
- The ENGINEER will prepare periodic pay requests based on construction progress and acceptance and provide any other documentation necessary for the submittal of periodic pay requests to the AUTHORITY and FAA.
- The ENGINEER will prepare revised drawings/details/change orders that may arise that are necessary for the completion of the project.
- The ENGINEER will provide general oversite and coordination of the project particularly as it pertains to the interaction between the Contractor, AUTHORITY, FAA, utility AUTHORITYs, and any others that are involved in this project.
- The ENGINEER will conduct and attend semi and final inspections of the project. At these inspections the ENGINEER will prepare a punch-list of items remaining for the Contractor to complete for the final acceptance of the project.
- The ENGINEER will prepare As-Built drawings, O&M manuals (provided by the Contractor), warranty documentation, etc. to be among the items provided to the AUTHORITY at project close-out.
- The ENGINEER will develop a QA/QC manual as it pertains to material acceptance, testing, personnel qualifications, etc.
- The ENGINEER will conduct weekly internal coordination meetings (via phone) to review upcoming project schedules, work items, coordination, etc.

Task No. 7 Construction Materials Testing

- Construction Materials Acceptance Testing – The ENGINEER will provide the equipment and personnel necessary to conduct acceptance testing of construction materials used in the project. The testing will be in accordance with the specifications, FAA criteria and the QA plan. The ENGINEER will prepare and submit a Final Testing Report to the FAA at the completion of the project.
- Quality Assurance (QA) Plan – The ENGINEER will develop a Quality Assurance plan (Acceptance Manual) to be followed during construction. The plan will outline the acceptance criteria and frequency for construction material testing per FAA guidelines. The ENGINEER will review and approve of the contractor's Quality Control manual.

Task No. 8 Construction Support Services

- The ENGINEER will provide a Resident Project Representative (RPR) for the purpose of observing and documenting work performed by the Contractor. The on-site construction RPR will be observing to determine if the work performed by the Contractor meets the requirements of the plans and specifications for the project. Daily and weekly reports of site conditions, construction activities, progress, issues, visitors, etc. will be documented. The RPR will alert the ENGINEER's project manager of any non-conforming work,

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

potential scheduling conflicts, changing site condition, etc. The RPR will be the first point of contact (during construction) between the Contractor and AUTHORITY.

- The ENGINEER will make periodic site visits at times critical to the project and during milestone activities.
- The ENGINEER will have staff available to address any/all field questions that may arise and need additional coordination.
- The ENGINEER will provide Construction Support Services for a construction period of 150 calendar days after the "Notice to Proceed" has been issued to the Contractor. Any services during construction required after a construction period of 150 calendar days will be billed at an hourly rate plus expenses.

Not Included are:

- Utility relocation (i.e. water, sewer, gas, etc.)
- COE and/or FEMA permitting or studies

See Appendix "A" for Standard Hourly Rate Schedule.

See Appendix "B" for Project Sketch.

See Appendix "C" for Manhour Fee Spreadsheet.

ARTICLE 2

The ENGINEER will be compensated as follows for services provided in ARTICLE 1:

SECTION 2 - PAYMENT

The ENGINEER will be compensated for service based on a Lump Sum fee payable as the work progresses. The following is a listing of work description and associated fees:

Data Collection & Project Development	$14,000.00
Engineering Design Services	$150,000.00
Bidding & Contract Awarding Services	$22,000.00
Grant Preparation & Administration	$9,000.00
DBE Plan Administration & Reporting	$7,000.00
Construction Contract Administration	$40,000.00
Construction Materials Testing	$50,000.00
Construction Support Services	$185,000.00
TOTAL FEE	**$477,000.00**

Reimbursable Costs

There will not be a separate charge for reimbursable expense. Those expenses will be included in the Lump Sum fee as described above.

Note: Additional work scopes will be developed under separate work orders as necessary.

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

ARTICLE 5

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

FOR TEXARKANA REGIONAL AIRPORT AUTHORITY

By: _____
Ferdinand Paul Mehrlich III, C.M. ACE
Executive Director of Aviation

Dated the _____day of _____, 2025

Attest: _____

FOR McCLELLAND CONSULTING ENGINEERS, INC.

By: _____
James M. (Mitch) Rose, Exec. Vice Pres./Tres.

Dated the 19th day of May, 2025

Attest: _____
Jarrett Elliott, P.E. Project Engineer

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix A

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

January 1, 2025
* Standard Hourly Rates

Chief Draftsman	$120.00 - $130.00
Clerical	$55.00 - $85.00
Construction Observer	$85.00 - $165.00
Crew Support	$65.00 - $95.00
Draftsman	$70.00 - $145.00
Environmental Scientist / Designer	$125.00 - $150.00
Geotech Engineer	$130.00 - $240.00
Human Resources / Payroll	$90.00 - $120.00
Landscape Architect	$90.00 - $170.00
Media Specialist	$85.00 - $105.00
Principal	$215.00 - $280.00
Project Accountant	$80.00 - $185.00
Project Designer	$80.00 - $155.00
Project Designer - Intern	$50.00 - $ 60.00
Project Engineer	$125.00 - $180.00
Project Manager	$140.00 - $250.00
Registered Land Surveyor	$125.00 - $175.00
Senior Project Manager	$185.00 - $270.00
Soils Lab Technician	$50.00 - $150.00
Specification Writer	$90.00 - $150.00
Structural Engineer	$140.00 - $270.00
Survey - GPS	$75.00 - $130.00
Survey Crew - Three Man	$165.00 - $195.00
Survey Crew - Two Man	$145.00 - $165.00
Survey Field - One Man	$75.00 - $130.00
Survey Technician	$65.00 - $95.00
Mileage Rate	.705 per Mile
Expenses	At Cost

** Standard Hourly Rates may be adjusted annually in accordance with the normal salary review practices of McClelland Consulting Engineers.*

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix B

TEXARKANA
REGIONAL AIRPORT

0 200 400 800

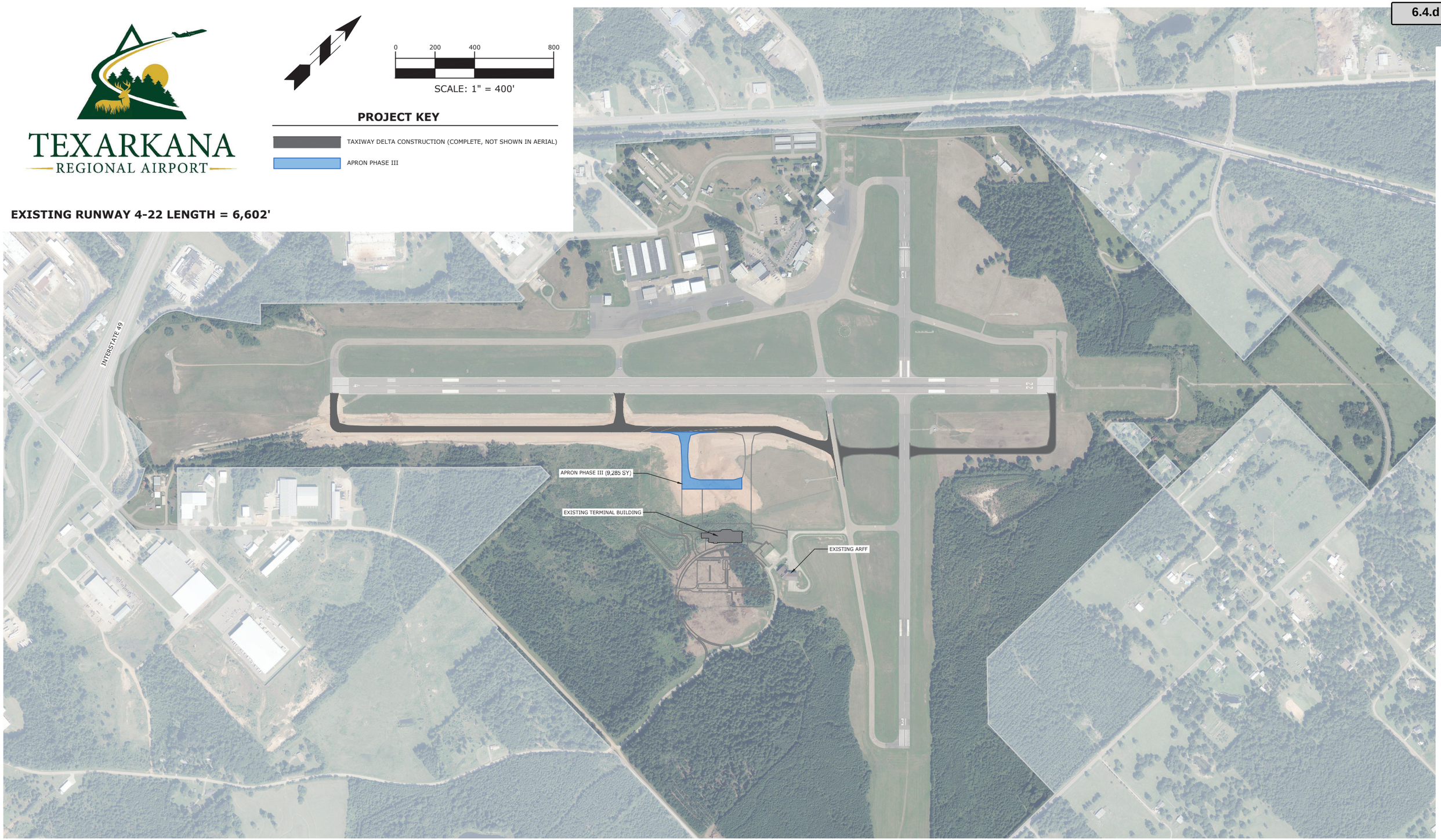
SCALE: 1" = 400'

PROJECT KEY

TAXIWAY DELTA CONSTRUCTION (COMPLETE, NOT SHOWN IN AERIAL)

APRON PHASE III

EXISTING RUNWAY 4-22 LENGTH = 6,602'



TEXARKANA REGIONAL AIRPORT

TEXARKANA, AR | TERMINAL APRON PHASE III SKETCH 11.13.2024

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Appendix C

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
5/16/2025

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Data Collection & Project Development	$14,000.00
Engineering Design Services	$150,000.00
Bidding & Contract Awarding Services	$22,000.00
Grant Preparation & Administration	$9,000.00
DBE Plan Administration & Reporting	$7,000.00
Construction Contract Administration	$40,000.00
Materials Testing Services	$50,000.00
Construction Support Services	$185,000.00

Total Professional Fees **$477,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Data Collection & Project Development

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Prepare draft project options		8	14	17		9			
Prepare cost estimates of project		2	4	4					
Meet with Airport Staff /Commission	9	9		9					
Prepare displays and presentation material		1		3		4			
Meeting w/FAA to review Project		1	1						
Hour Subtotal	9	21	19	33	0	13	0	0	0
Salary Costs	$636.93	$1,095.36	$885.97	$1,300.86	$0.00	$368.94	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$4,288.06
Labor and General Adminstrative Overhead			$7,702.21
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$13.79	
	Supplies	$0.00	
	Mileage ($0.705/Miles for 280 miles)	$197.40	
	Postage, Freight	$0.00	
SUBTOTAL - Direct Non-Labor Expenses		$211.19	$211.19
Subtotal			$12,201.46
Profit (15%)			$1,798.54
TOTAL FEE			**$14,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Engineering Design Services

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Finalize Modeling of Aircraft Turning Radi/Movement	1	1	2	5		8			
Final Drainage Calculations	2	2	15	32					
Final Construction Safety & Phasing Plan	1	3	6	8					
Review Construction Safety & Phasing Plan w/ Owner	9	9	9						
Airspace (eFile)			1	4		2			
Finalize Engineer's Report	2	2	13	25					
Finalize Construction Quantities		4	17	17					
Finalize Construction Cost Estimates		3	8	8					
Review of Electrical Design	2	3	10	10					
Final QC review (Engrs.'s Report and Plans)	9	9	9	9					
Final Plan Review w/ Owner	9	9	9	9					
Reproduction for Submittal Review				4					
FINAL PLANS & SPECS.									
Cover Sheet (1)		1	1	2		5			
Index Sheet and General Notes (1)		1	1	3		5			
Construction Safety and Phasing (2)		2	4	12		25			
Topographic Survey (3)		2	2	15		55			
Site Overview (1)		2	2	7		13			
Demolition and Erosion Control Plan (2)		3	4	12		20			
Site Layout (2)		2	5	13		23			
Plan and Profile (1)		3	3	15		25			
Grading & Drainage Plan (1)		3	9	18		30			
Drainage Plan & Profiles (1)		2	2	7		18			
Jointing Plan (1)		3	3	12		15			
Concrete Elevation Plan (2)		3	3	22		28			
Marking Plan (1)		2	2	7		11			
Miscellaneous Details (4)		5	7	25		22			
Cross Sections (6)		8	8	18		35			
Electrical Sheets (8)	4	8	20	45		75			
Construction Contract Documents	3	3	6	6			28		
Technical Specifications	3	5	10	30			23		
Hour Subtotal	45	103	191	400	0	415	51	0	0
Salary Costs	$3,184.65	$5,372.48	$8,906.33	$15,768.00	$0.00	$11,777.70	$1,319.88	$0.00	$0.00

SUBTOTAL SALARIES			$46,329.04
Labor and General Adminstrative Overhead			$83,216.22
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$200.00	
	Supplies	$80.75	
	Mileage ($0.705/Miles for 840 miles)	$592.20	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,022.95	$1,022.95
Subtotal			$130,568.21
Profit (15%)			$19,431.79
TOTAL FEE			**$150,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Bidding & Contract Awarding Services

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
BIDDING SERVICES									
Draft Advertisement for Bids		1	1	1			4		
Prepare Bids/contract Documents		1		2			4		
Respond to Questions/Issue RFI's	2	2	6	10			4		
Prepare and Issue Addendums		2	6	10			4		
Prepare Pre Bid Meeting Agenda				1			1		
Conduct Pre Bid Mtg		9		9					
Issue Pre Bid Meeting Minutes				2					
Conduct Bid Opening		9		9					
AWARD OF CONSTRUCTION CONTRACT									
Evaluate All Bids and Prepare Certified Bid Tab		1		2			2		
Verify Bidders Have Meet Bidding Requirements		1	1	1					
Make Recommendation of Apparent Low Bidder		1							
Prepare Notice of Award				1			1		
Prepare Construction Contracts							4		
Review Performance and Payment Bonds				1			5		
Review Insurance				1			5		
Prepare Agenda for Pre Construction Meeting		1	1	3					
Attend Pre Construction Meeting	9	9							
Hour Subtotal	11	37	15	53	0	0	34	0	0
Salary Costs	$778.47	$1,929.92	$699.45	$2,089.26	$0.00	$0.00	$879.92	$0.00	$0.00

SUBTOTAL SALARIES			$6,377.02
Labor and General Adminstrative Overhead			$11,454.40
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$600.00	
	Supplies	$151.66	
	Mileage ($0.705/Miles for 840 miles)	$592.20	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,493.86	$1,493.86
Subtotal			$19,325.28
Profit (15%)			$2,674.71
TOTAL FEE			**$22,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Grant Preparation & Administration

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Complete FAA Grant Application		1	3	12					
Review Grant Application w/ Owner		1	1						
Grant Submittal to FAA			1						
Grant close-out process		1	5	25					
Grant submittal to ADA (90-10)		1	1	5					
Attend ADA Meeting for Grant Application Review	2	2		2					
Hour Subtotal	2	6	11	44	0	0	0	0	0
Salary Costs	$141.54	$312.96	$512.93	$1,734.48	$0.00	$0.00	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$2,701.91
Labor and General Adminstrative Overhead			$4,853.17
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$250.00	
	Postage, Freight	$61.66	
SUBTOTAL - Direct Non-Labor Expenses		$311.66	$311.66
Subtotal			$7,866.74
Profit (15%)			$1,133.26
TOTAL FEE			**$9,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
DBE Plan Administration & Reporting

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
Prepare 3 year DBE goal plan		1	4	9					
Track DBE commitments			5	5					
Review good faith efforts			2	1					
Track monthly DBE participation			3						
End of year DBE participation reporting			10	10					
Hour Subtotal	0	1	24	25	0	0	0	0	0
Salary Costs	$0.00	$52.16	$1,119.12	$985.50	$0.00	$0.00	$0.00	$0.00	$0.00

SUBTOTAL SALARIES			$2,156.78
Labor and General Adminstrative Overhead			$3,874.01
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$34.59	
	Supplies	$30.00	
	Postage, Freight		
SUBTOTAL - Direct Non-Labor Expenses		$64.59	$64.59
Subtotal			$6,095.38
Profit (15%)			$904.62
TOTAL FEE			**$7,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Contract Adminstration

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Project Accountant - IV	Project Accountant - II
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$44.23	$25.84
	hr	hr	hr	hr	hr	hr	hr	hr	hr
MCE internal project set-up							1		
Kick-off mtg w/ Owner	1	1	1						
Coordination w/ Owner	3	7	15						
Coordination w/FAA (local)	2	2	12						
Attend Commission Meeting (4)	9	9	9						
Weekly Internal Aviation Dept. Mtg.'s	4	4	4	4		4			
Shop drawing & submittal review			2	8					
Prepare QA/QC Manual			4	17			8		
Review/Approve Contractors QC Manual			1	1					
QA/QC compliance review			1	1					
Periodic pay estimates (4)			4	8					
Prepare Change orders			3	4					
Preparation/distribution of meeting minutes				1					
Prepare As-built drawings			1	1		5			
Review and Distribute O & M Manuals			1	2					
Summary of Material Testing Report to FAA			1	2					
Attend Semi-Final Inspection		9	9						
Prepare punch-list			2						
Attend Final Inspection	9	9	9						
Reconciliation C. O.			1	1					
Close-out and coordination meetings	9	9	9						
Hour Subtotal	37	50	89	50	0	9	9	0	0
Salary Costs	$2,618.49	$2,608.00	$4,150.07	$1,971.00	$0.00	$255.42	$232.92	$0.00	$0.00

SUBTOTAL SALARIES			$11,835.90
Labor and General Adminstrative Overhead			$21,259.64
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$500.00	
	Supplies	$105.72	
	Mileage ($0.705 for 1,680 miles)	$1,184.40	
	Postage, Freight	$150.00	
SUBTOTAL - Direct Non-Labor Expenses		$1,940.12	$1,940.12
Subtotal			$35,035.66
Profit (15%)			$4,964.33
TOTAL FEE			**$40,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Materials Testing Services
Construction Period of 150 Days

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$19.36	$45.43	$40.87	$30.90
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
Material Testing Services - Manhours											
P-152 Excavation, Subgrade and Embankment			2					15		4	
P-152 Laboratory Proctors			2					15		4	
P-155 Laboratory Proctors			2					15		4	
P-209 Crushed Agg. Base Courses Densities			2					30		4	
P-209 Crushed Agg. Base Course Gradation			2					30		4	
ARDOT-406 Asphalt Binder Course Densities			2					30			
P-501 Cement Concrete Pavement			10					50	8	16	
Materials Testing Results/Reports			10					30	20	30	
Hour Subtotal	0	0	32	0	0	0	0	215	28	66	0
Salary Costs	$0.00	$0.00	$1,492.16	$0.00	$0.00	$0.00	$0.00	$4,162.40	$1,272.04	$2,697.42	$0.00

SUBTOTAL SALARIES			$9,624.02
Labor and General Adminstrative Overhead			$17,286.66
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$550.00	
	Per Diem (meal allowance for 5 months)	$0.00	
	Lodging (for 5 months)	$0.00	
	Postage, Freight	$183.71	
	Mileage ($0.705/Miles for 2,800 miles)	$1,974.00	
SUBTOTAL - Direct Non-Labor Expenses		$2,707.71	$2,707.71
Subtotal			$29,618.39
Profit (15%)			$4,036.60
TOTAL HOURLY FEE			**$33,655.00**

Testing	Quantity of Tests	Cost Per Test	Total Cost
P-152 Excavation, Subgrade & Embankment	15	$180.00	$2,700.00
P-152 Laboratory Proctors	6	$325.00	$1,950.00
P-155 Laboratory Proctors	3	$325.00	$975.00
P-209 Crushed Aggregate Base Course Densities	6	$285.00	$1,710.00
P-209 Crushed Aggregate Base Course Gradations	6	$135.00	$810.00
ARDOT-406 Asphalt Binder Course Densities	20	$185.00	$3,700.00
P-501 Cement Concrete Pavement	30	$150.00	$4,500.00

TOTAL TESTING FEE	**$16,345.00**
TOTAL CMT SERVICES FEE	**$50,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

Texarkana Regional Airport (TXK)
Apron Construction - Phase III
Construction Support Services
Construction Period of 150 Days

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

Tasks	Principal - III	Project Manager -VI	Project Manager - III	Project Designer - VI	Project Designer - III	Draftsman - III	Spec Writer - II	Geotech Clerical III	Geotech Engr I	CMT Supervisor/Const. Obs	Const. Obs. - IV
	$70.77	$52.16	$46.63	$39.42	$38.58	$28.38	$25.88	$19.36	$45.43	$40.87	$30.90
	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr	hr
Construction Support Services											
Full Time Constuction Observation (5 months)										880	80
Respond to Field Questions	9	20	30	15		8					
Site Visits (By Engr. Staff)	18	27	18	18							
Review of Contractors Marked up As-Built Drawings		3	3	3		5				9	
Materials Testing Results/Reports		7	7	3				6	6		
Review of Contractor Materials Test Results		7	7	3					6	10	
General Consultation			20	15							
Hour Subtotal	27	64	85	57	0	13	0	6	12	899	80
Salary Costs	$1,910.79	$3,338.24	$3,963.55	$2,246.94	$0.00	$368.94	$0.00	$116.16	$545.16	$36,742.13	$2,472.00

SUBTOTAL SALARIES			$51,703.91
Labor and General Adminstrative Overhead			$92,870.00
Direct Non-Labor Expenses			
	Document Printing, Reproductions	$250.00	
	Per Diem (meal allowance for 5 months)	$8,500.00	
	Lodging (for 5 months)	$7,000.00	
	Postage, Freight	$29.00	
	Mileage ($0.705/Miles for 4,200 miles)	$2,961.00	
SUBTOTAL - Direct Non-Labor Expenses		$18,740.00	$18,740.00
Subtotal			$163,313.91
Profit (15%)			$21,686.09
TOTAL FEE			**$185,000.00**

Attachment: 2025-079 ATTH 03 Engineering Agrmt (4513 : 2025-079 RES AIRPORT Apron Phase III)

City of Texarkana, Texas

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

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

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

Attachment: 2025-079 Goals & Perspectives (4513 : 2025-079 RES AIRPORT Apron Phase III)

RESOLUTION NO. 2025-079

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA REGIONAL AIRPORT APRON PHASE III PROJECT IN THE AMOUNT OF $4,274,853 AND APPROVING THE EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH MCCLELLAND CONSULTING ENGINEERS, INC. FOR APRON PHASE III CONSTRUCTION IN THE AMOUNT OF $477,000, TO BE FUNDED SOLELY BY GRANT AND FEDERAL FUNDS; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, grant application #3-05-0062-065-2025 Texarkana Regional Airport Apron Construction – Phase III in the amount of $4,274,853 with the Federal government paying $4,061,110 and a match of $213,743 has been submitted; and

WHEREAS, McClelland Consulting Engineers, Inc. has provided a work order for Apron Phase III Construction in the amount of $477,000 to be paid out of this grant; and

WHEREAS, the Arkansas Division of Aeronautics will provide $213,743 in a matching grant, resulting in no local funds being used for the project.

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

SECTION 1: The City of Texarkana, Texas, approves the Texarkana Regional Airport Apron Phase III project in the amount of $4,274,853.

SECTION 2: The City of Texarkana, Texas, approves the Texarkana Regional Airport Executive Director signing an agreement with McClelland Consulting Engineers, Inc. for Apron Phase III Construction in the amount of $477,000.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-079 RES AIRPORT Apron Phase III signed (4513 : 2025-079 RES AIRPORT Apron Phase III)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 3:03 PM

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

Subject: Resolution No. 2025-080 approving a pavement rehabilitation project not to exceed $400,000 and approving the Airport Executive Director to sign a work order with McClelland Consulting Engineers, Inc. for pavement rehabilitation in the amount of $55,200 approved in the capital FY25 budget.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

50/50 Grant of $400,000 with a Texas match of $110,380 was approved in FY25 Capital Budget

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, approving a pavement rehabilitation project not to exceed $400,000 and approving the executive director to sign a work order with McClelland Engineering for pavement rehabilitation in the amount of $55,200 approved in the Capital FY25 budget

Potential Options:

- Approve
- Deny

Fiscal Implications:

$110,380

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-080 RES AIRPORT Pavement Rehabilitation (DOCX)

b. 2025-080 ATTH 01 Board Reso (PDF)
c. 2025-080 ATTH 02 Engineering Agrmt (PDF)
d. 2025-080 ATTH 03 State Aid App (PDF)
e. 2025-080 Goals & Perspectives (DOCX)
f. 2025-080 RES AIRPORT Pavement Rehab signed (PDF)

Staff Coordination

City Manager	Jennifer Evans 05/29/2025 4:02 PM	Department Head Review	Completed	
City Manager	David Orr	City Manager Review	Completed	05/29/2025 4:40 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING A PAVEMENT REHABILITATION PROJECT NOT TO EXCEED $400,000 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH MCLELLAND CONSULTING ENGINEERS, INC. FOR PAVEMENT REHABILITATION IN THE AMOUNT OF $55,200 APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, a 50%-50% Grant application for pavement rehabilitation in the amount of $400,000, with the Arkansas Division of Aeronautics paying $200,000 and a match of $200,000 has been approved; and,

WHEREAS, McClelland Consulting Engineers, Inc. has provided a work order for pavement rehabilitation in the amount of $55,200 to be paid out of this grant; and,

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $89,620; and,

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $110,380.

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

SECTION 1. The City of Texarkana, Texas, approves the Airport Executive Director conducting a pavement rehabilitation project in an amount not to exceed $400,000.

SECTION 2. The City of Texarkana, Texas, approves the Airport Executive Director signing an agreement with McClelland Consulting Engineers, Inc. for pavement rehabilitation in the amount of $55,200.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-080 RES AIRPORT Pavement Rehabilitation (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 052125B
A RESOLUTION APPROVING A PAVEMENT REHABILITATION PROJECT OF $400,000 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH MCLELLAND ENGINEERING FOR PAVEMENT REHABILITATION IN THE AMOUNT OF $55,200 APPROVED IN THE CAPITAL FY25 BUDGET

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

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

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

WHEREAS, a 50%-50% Grant application for Pavement Rehabilitation in the amount of $400,000 with the Arkansas Division of Aeronautics paying $200,000 and a match of $200,000 has been approved; and,

WHEREAS, McClelland Engineering has provided a work order for Pavement Rehabilitation in the amount of $55,200 to be paid out of this grant; and,

WHEREAS, the City of Texarkana AR approved matching funds for this grant in the FY25 Capital Budget in the amount of $89,620; and,

WHEREAS, the City of Texarkana TX approved matching funds for this grant in the FY25 Capital Budget in the amount of $110,380,

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director conducting a Pavement Rehabilitation Project in an amount not to exceed $400,000.

SECTION 2. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with McClelland Engineering for Pavement Rehabilitation in the amount of $55,200.

Adopted this 22nd day of May 2025

ATTEST

rdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-080 ATTH 01 Board Reso (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

2025-080 ATTH 02

WORK ORDER NO. 5

ENGINEERING SERVICES
FOR
PAVEMENT REHABILITATION
TEXARKANA REGIONAL AIRPORT (TXK)
TEXARKANA, ARKANSAS

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 29th day of July 2024, between McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER or MCE and the Texarkana Regional Airport Authority, hereinafter referred to as the AUTHORITY.

ARTICLE 1

The AUTHORITY intends to improve the Texarkana Regional Airport by rehabilitating the pavement on the general aviation apron and taxilanes. The rehabilitation will include pavement replacement, marking removal, crack repair, seal coat, and new markings. The AUTHORITY seeks the assistance of the ENGINEER to provide engineering services in connection with this project. For this project, the ENGINEER will provide services such as project development & preliminary engineering, grant preparation & administration, design services, bidding & contract awarding services, construction contract administration, and services during construction for the completion of the project. This agreement is contingent upon the project being funded by the Arkansas Division of Aeronautics (ADA).

The ENGINEER will complete the following tasks under Work Order No. 5. Subsequent Work Orders will be developed as other needs arise.

SECTION 1 – SCOPE OF SERVICES

Project Development & Preliminary Engineering

- MCE will meet with the OWNER to discuss the project design criteria, budget, and schedule.
- MCE will compile existing data that was prepared for previous projects at the Airport that pertain to the proposed project and are useful for the design of the project. The existing data includes airport master plan, airport property map, engineering drawings, topographic surveys and aerial photogrammetry data.
- Preliminary Engineering – MCE will prepare a preliminary estimate of probable construction costs and schematic design for each element of the project.
- Project Coordination - MCE design staff will make one site visit during the preliminary design phase. This will be done to document existing conditions.

Grant Preparation & Administration

- Grant Preparation and Administration – MCE will assist the OWNER in preparing for submission to the ADA the necessary grant application for funding of this project. MCE will also assist the OWNER with the administration of the grant (i.e. pay requests, progress updates, grant close-out, etc.).
- MCE will attend the ADA meeting when the grant application is to be reviewed.

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

Design Services

- The ENGINEER shall prepare and submit construction drawings, reports, and applications to the AUTHORITY as required as part of the design process required to obtain approvals.
    - Construction drawing set to include but not limited to:
        - Cover Sheet
        - Construction Safety & Phasing Plan
        - Site Layout Plan
        - Applicable Detail Sheets

- The ENGINEER will develop a schedule of milestone activities for this project. Along with these milestones, MCE will develop goals and team member assignments. At a minimum, weekly design team meetings will be held and minutes kept throughout the design of the project. Completed tasks will be reviewed and new task assigned. A complete QC review of the plans will be conducted at 3 intervals during the design period.

- Construction Safety & Phasing Plan (CSPP) – MCE will develop a construction safety and phasing plan for the project. It is understood that multiple phases will be necessary. MCE will coordinate with the OWNER, airport staff, ATC and selected users of the airport to gain input for this plan. The CSPP will be in accordance with FAA AC 150/5370-2F. Before the plan is finalized, a meeting will be held with the OWNER to review the plan.

- Airspace Analysis – MCE will prepare and submit the project to the FAA for airspace clearance on the Obstruction Evaluation and Airport Airspace Analysis website.

- Site Visits – MCE design staff will make 1 site visit during the final design phase. This will be done to review the preliminary plans in the field (Plan in Hand).

- Final Plans and Specifications – Using all data previously mentioned, MCE's design team will assemble a final design of the project. This design will be based on FAA AC design guidelines along with sound engineering practices for this type of project. Specifications will be developed using the current FAA AC as they pertain to construction for airports (AC 150/5370-10).

- Final Construction Quantities and Estimated Costs – MCE will prepare a list of construction work items and their associated quantities. Using these items, a detailed estimate of costs will be developed.

- Final Plan & Specification Submittal – MCE will incorporate comments and revisions received from the AUTHORITY into final design documents.

- The ENGINEER will prepare project alternatives as necessary.

Bidding & Contract Awarding Services

- The ENGINEER will prepare the advertisement for bids as well as prepare the bidding documents required.

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

- The ENGINEER will coordinate with the Contractor on all bid packages, respond to any questions from bidders, prepare and issue addendums as needed, and attend the Bid Opening.

- The ENGINEER will conduct/attend the bid opening at TXK. Once bids are received a certified bid tab of all the responsive bids will be prepared.

- The ENGINEER will review and evaluate all bids with the Contractor and verify the requirements presented in the bid documents have been met.

- The ENGINEER will make a recommendation of the lowest responsive bidder and a Notice of Award will be drafted. Review of the Contractor's bonds and insurance will be made and the contract documents will be prepared.

- The ENGINEER will conduct a pre-construction meeting. At this meeting contract documents will be signed, plans reviewed, schedules established and a Notice to Proceed issued. This meeting will occur at TXK.

Construction Contract Administration

- Project Schedule - The ENGINEER will review the Contractors proposed project schedule and track the progress of construction to ensure that it is on schedule.

- Submittal Review – The ENGINEER will review, comment, and approve all shop drawings, submittals, etc. submitted by the Contractor for compliance with the plans and specs for the project.

- Quantity Verification – The ENGINEER will review all materials and invoices from the contractor for payment every month for submittal to the AUTHORITY.

- Periodic Pay Estimates – The ENGINEER will prepare periodic pay requests based on construction progress and acceptance.

- Change Orders – The ENGINEER will prepare revised drawings/details/change orders that may arise that are necessary for the completion of the project.

- Project Meetings – The ENGINEER will attend monthly TXK Authority meetings as well as two (2) construction coordination meetings during the duration of the project.

- General Project Oversite During Construction– The ENGINEER will provide general oversite and coordination of the project particularly as it pertains to the interaction between the Contractor, AUTHORITY, utility owners, airlines and any others that are involved in this project.

- Close-out Documents – The ENGINEER will prepare and supply certain documents to close out the project. As-Built drawings, O&M manuals (provided by the Contractor), warranty documentation, etc. will be among the items provided.

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

Services During Construction

- Construction Observation – The ENGINEER will provide personnel for the purpose of observing and documenting the work performed by the Contractor. These on-site Resident Project Representatives (RPRs) will be observing the work to determine if the work performed by the Contractor meets the plans and specifications for the project. Daily and weekly reports of site conditions, construction activities, progress, issues, visitors, etc. will be maintained. The RPR will alert the ENGINEER's project manager of non-conforming work, potential scheduling conflicts, changing site condition, etc. The RPRs will be the first point of contact (during construction) between the Contractor and AUTHORITY.

- Final Inspection – The ENGINEER will conduct and attend a pre-final inspection and prepare a preliminary punch list. After the preliminary items have been completed a final inspection will be held. At this final inspection the ENGINEER will prepare a punch-list of items remaining for the Contractor to complete for the final acceptance of the project.

- MCE will provide Construction Support Services for a construction period of 45 calendar days after the "Notice to Proceed" has been issued to the Contractor. Any services during construction required after a construction period of 45 calendar days will be billed at an hourly rate plus expenses.

See Appendix "A" for an hourly rate schedule and a project sketch.

ARTICLE 2

The ENGINEER will be compensated as follows for services provided in ARTICLE 1:

SECTION 2 - PAYMENT

The ENGINEER will be compensated for service based on a Lump Sum fee payable as the work progresses. The following is a listing of work description and associated fees:

Project Development & Preliminary Engineering	$1,200.00
Grant Preparation & Administration	$2,500.00
Design Services	$18,000.00
Bidding & Contract Awarding Services	$3,500.00
Construction Contract Administration	$5,000.00
Services During Construction	$25,000.00
TOTAL FEE	**$55,200.00**

Note: Additional work scopes will be developed under separate work orders as necessary.

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

ARTICLE 5

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

FOR TEXARKANA REGIONAL AIRPORT AUTHORITY

By: _____
Ferdinand Paul Mehrlich III, C.M. ACE
Executive Director of Aviation

Dated the _____day of _____, 2025

Attest: _____

FOR McCLELLAND CONSULTING ENGINEERS, INC.

By: _____
James M. (Mitch) Rose, Exec. Vice Pres./Tres.

Dated the 15th day of May, 2025

Attest: _____
Jarrett Elliott, P.E. Project Engineer

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

Appendix A

McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE

January 1, 2025
* Standard Hourly Rates

Chief Draftsman	$120.00 - $130.00
Clerical	$55.00 - $85.00
Construction Observer	$85.00 - $165.00
Crew Support	$65.00 - $95.00
Draftsman	$70.00 - $145.00
Environmental Scientist / Designer	$125.00 - $150.00
Geotech Engineer	$130.00 - $240.00
Human Resources / Payroll	$90.00 - $120.00
Landscape Architect	$90.00 - $170.00
Media Specialist	$85.00 - $105.00
Principal	$215.00 - $280.00
Project Accountant	$80.00 - $185.00
Project Designer	$80.00 - $155.00
Project Designer - Intern	$50.00 - $ 60.00
Project Engineer	$125.00 - $180.00
Project Manager	$140.00 - $250.00
Registered Land Surveyor	$125.00 - $175.00
Senior Project Manager	$185.00 - $270.00
Soils Lab Technician	$50.00 - $150.00
Specification Writer	$90.00 - $150.00
Structural Engineer	$140.00 - $270.00
Survey - GPS	$75.00 - $130.00
Survey Crew - Three Man	$165.00 - $195.00
Survey Crew - Two Man	$145.00 - $165.00
Survey Field - One Man	$75.00 - $130.00
Survey Technician	$65.00 - $95.00
Mileage Rate	.705 per Mile
Expenses	At Cost

** Standard Hourly Rates may be adjusted annually in accordance with the normal salary review practices of McClelland Consulting Engineers.*

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

TEXARKANA
REGIONAL AIRPORT

0 50 100 200
SCALE: 1" = 100'

PROJECT KEY

- PAVEMENT MARKING REMOVAL, CRACK REPAIR, SEAL COAT, AND NEW MARKINGS
- PAVEMENT MARKING REMOVAL, SEAL COAT, AND NEW MARKINGS
- ASPHALT REMOVAL AND REPLACEMENT



McCLELLAND CONSULTING ENGINEERS, INC.
DESIGNED TO SERVE
7302 KANIS ROAD
LITTLE ROCK, ARKANSAS 72204
(501) 371-0272
HTTP://WWW.MCE.US.COM

TEXARKANA REGIONAL AIRPORT (TXK)
PAVEMENT REHABILITATION
TEXARKANA, ARKANSAS

©2025

Know what's below. Call before you dig.

REVISIONS

REV	DATE	DESCRIPTION

PROJECT SKETCH

DESIGNED BY:	DRAWN BY :
JME	SJM
DATE: APRIL, 2025	REVISION:
SCALE: 1" = 100'	JOB NUMBER:

1

W:\AIRPORTS\TEXARKANA REGIONAL\GA Apron Rehabilitation\TXK Martinez Aerial Sketch.dwg, PRINTED ON: April 25, 2025 @ 11:19 AM

Attachment: 2025-080 ATTH 02 Engineering Agrmt (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

TEXARKANA
REGIONAL AIRPORT

April 25, 2025

Mr. Jerry Chism, Director
Arkansas Division of Aeronautics
2315 Crisp Drive, Hangar 8
Little Rock, Arkansas 72202

RE: Texarkana Regional Airport (TXK) Pavement Rehabilitation

Dear Mr. Chism:

The Texarkana Regional Airport is respectfully requesting a 50-50% grant for a total grant amount of $200,000 with the total project cost of $400,000.00. The project includes removal and replacement of failed asphalt pavement and pavement marking removal, crack repair, seal coat application, and new markings on general aviation asphalt pavement.

Attached you will find a grant application with the supporting documentation for your consideration.

The Texarkana Regional Airport would like to thank you once again for allowing us to submit an application. Please feel free to contact me or Matthew Vinyard with any questions or comments concerning the project.

Sincerely,
Texarkana Regional Airport (TXK)

Ferdinand Paul Mehrlich III, C.M. ACE
Executive Director of Aviation

Enclosure

Cc: Matthew Vinyard, P.E.
McClelland Consulting Engineers, Inc.

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

State Airport Aid Application – Page 1

The **Texarkana Regional Airport Authority**, herein called "Sponsor", hereby makes application to the Arkansas Department of Aeronautics for State funds pursuant to Act 733 of 1977, for the purpose of aiding in financing a project for the development of a regional airport located in the city of **Texarkana**, Arkansas, **Miller** county.

Date of Request: April 25, 2025

Name of Airport: Texarkana Regional Airport (TXK)

Name and address of City/County Commission sponsoring request:
Texarkana Regional Airport Authority
Paul Mehrlich, Airport Director
2600 TXK Blvd
Texarkana, AR 71854
Phone Number: 870-774-2171
Fax Number: 870-775-1269

Person to Contact about project:
Paul Mehrlich, Airport Director
Phone Number: 870-774-2171
Cell Number:
Fax Number: 870-775-1269

Name and address of Engineering Firm (if applicable):
McClelland Consulting Engineers
7302 Kanis Road
Little Rock, AR 72203-4087

Contact Person: Matthew Vinyard, P.E.
Phone/Fax Number: (501) 371-0272/371-9932

Describe the work to be accomplished: The project includes removal and replacement of failed asphalt pavement and pavement marking removal, crack repair, seal coat application, and new markings on general aviation asphalt pavement.

State and Local Project Costs:
Please indicate:

- ◆ 50-50% Match
- ◇ 80-20% Match
- ◇ 90-10% Match
- ◇ 100%

Total Cost of Project: $400,000.00
Local Share/Funds: $200,000.00
Local Share/In-Kind:
State Share: $200,000.00

Federal AIP Projects:
AIP Number:

- ◇ 95-5% Match
- ◇ 90-10% Match

Total Cost of Project:
Federal Share:
State Share:
Local Share:

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

State Airport Aid Application – Page 2

Provide the information listed below as it applies to your project:

Funding:

Source of Funds: Arkansas Division of Aeronautics and Texarkana Regional Airport

Source of In-Kind Services: N/A

Estimated starting date of project: June 2025

Estimated completion date of project: March 2026

Project will be for: New Airport (Existing Airport)

Is land to be leased or purchased? No

Description of land and cost per acre: N/A

Provide the Federal AIP Grant Number (if applicable): _____

State Legislators for your area:

State Senator: Jimmy Hickey, Jr.

State Representative: Carol Dalby

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

State Airport Aid Application – Page 3

The sponsor agrees to furnish the Arkansas Department of Aeronautics a copy of the legal instrument affecting use of the property for an airport. In application for a new landing site or expansion of existing facility, the FAA Form 7480-1, *Notice of Landing Area Proposal*, must be approved by the FAA before review for grant can be made by the State. Applications for hangar construction or renovation funds must include a signed lease agreement. This agreement must be in compliance with all FAA grant assurances. The application must be based on bids and include a calculated return on investment.

No land, hangars, or buildings purchased with State Grant funds may be sold or disposed of without State Aeronautics Commission prior approval. All requests for sale or disposal of property will be considered on an individual case basis. No hangar (funded by a grant from the Department of Aeronautics) shall be used for non-aviation purposes without State Aeronautics Commission prior approval. All requests for non-aviation use will be considered on a case-by-case basis. Failure to receive prior approval from A.D.A. concerning land and/or building use could result in the commission requesting grant refund from the Sponsor. Additionally, all hgr/building grant applications must include proof of insurance coverage.

No airport accepting State Grant funding may issue an Exclusive Rights lease.

All applications for navigational aids (such as NDB or ILS) must have FAA site approval before a state grant can be approved.

All Grant applications involving Federal Airport Improvement Program (AIP) funding must be accompanied by the approved FAA grant agreement with grant number assigned.

If this project is approved by the Arkansas Department of Aeronautics, and is accepted by the sponsor, it is agreed that all developments and construction shall meet standard FAA construction practices as outlined in the specifications of this agreement. Runways, Taxiways, Parking Ramps, etc. shall have a base and a thickness that will accommodate the weight of aircraft expected to operate at this airport.

All grant applicants (City and/or County) are totally responsible for compliance with all Federal, State, County, and City laws, Statutes, Ordinances, Rules, Regulations, and Executive Orders concerning contracts and purchases for which this grant is approved and issued.

It is understood and agreed that the sponsor shall start this project immediately upon award of grant. It is also agreed that this project shall be completed within one year from the date of acceptance of this grant by the Arkansas Department of Aeronautics. Applications for extension will be entertained if circumstances beyond the sponsor's control occur. Amendment requests are to be made only under extraordinary circumstances.

Funds will be disbursed according to Department procedures and final inspection of completed project (See payment instruction page). *Payment of grant funds are contingent upon the Department's annual appropriation*.

IN WITNESS WHEREOF, the sponsor has caused this Application for State Airport Aid to be duly executed in its name, this 25th day of April, 2025 .

Texarkana Regional Airport Authority
Name of Sponsor



Authorized Signature

Airport Director
Title

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

Texarkana Regional Airport (TXK)
Pavement Rehabilitation
Cost Estimate
Prepared by: McClelland Consulting Engineers, Inc.
April, 2025

Pavement Rehabilitation

Item No.	Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
C-105-6.1	Mobilization (10% Maximum of Base Bid)	LS	1	$34,000.00	$34,000.00
P-101A	Paint and Rubber Removal	SF	5,000	$3.00	$15,000.00
P-101B	Crack Cleaning and Sealing	LF	25,000	$2.25	$56,250.00
P-101C	Asphalt Pavement Cold Milling	SY	90	$30.00	$2,700.00
P-101C	Asphalt Pavement Removal (Base Failure)	SY	25	$100.00	$2,500.00
P-152	Unclassified Excavation (Base Failure)	CY	8	$200.00	$1,600.00
ARDOT-303	Class 7 Crushed Aggregate Base Course (12" Depth)	SY	25	$80.00	$2,000.00
ARDOT-407	4" Asphalt Surface Course (1/2" Mix)	TON	25	$300.00	$7,500.00
P-620-5.1	Pavement Markings	SF	5,000	$2.75	$13,750.00
P-632-8.1	Asphalt Pavement Rejuvenation	SY	83,200	$2.50	$208,000.00
				Total Estimated Construction Costs =	**$343,300.00**
				Administrative Cost =	**$1,500.00**

Engineering Services				
Project Development & Preliminary Engineering	LS	1	$1,200.00	$1,200.00
Grant Preparation & Administration	LS	1	$2,500.00	$2,500.00
Design Services	LS	1	$18,000.00	$18,000.00
Bidding & Contract Awarding Services	LS	1	$3,500.00	$3,500.00
Construction Contract Administration	LS	1	$5,000.00	$5,000.00
Services During Construction	LS	1	$25,000.00	$25,000.00
			Total Engineering Services =	**$55,200.00**
			Total Estimated Project Cost =	**$400,000.00**

ADA 50-50 Grant ($200,000 Maximum State Share) =	$200,000.00
Airport Share =	$200,000.00

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

TEXARKANA
REGIONAL AIRPORT

0 50 100 200
SCALE: 1" = 100'

PROJECT KEY

- PAVEMENT MARKING REMOVAL, CRACK REPAIR, SEAL COAT, AND NEW MARKINGS
- PAVEMENT MARKING REMOVAL, SEAL COAT, AND NEW MARKINGS
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PAVEMENT REHABILITATION
TEXARKANA, ARKANSAS

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811 Know what's below. Call before you dig.

REVISIONS		
REV	DATE	DESCRIPTION

PROJECT SKETCH

DESIGNED BY: JME	DRAWN BY : SJM
DATE: APRIL, 2025	REVISION:
SCALE: 1" = 100'	JOB NUMBER:

1

W:\AIRPORTS\TEXARKANA REGIONAL\GA Apron Rehabilitation\TXK Martinez Aerial Sketch.dwg, PRINTED ON: April 25, 2025 @ 11:19 AM

Attachment: 2025-080 ATTH 03 State Aid App (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

City of Texarkana, Texas

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

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

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

Attachment: 2025-080 Goals & Perspectives (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

RESOLUTION NO. 2025-080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING A PAVEMENT REHABILITATION PROJECT NOT TO EXCEED $400,000 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH MCLELLAND CONSULTING ENGINEERS, INC. FOR PAVEMENT REHABILITATION IN THE AMOUNT OF $55,200 APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, a 50%-50% Grant application for pavement rehabilitation in the amount of $400,000, with the Arkansas Division of Aeronautics paying $200,000 and a match of $200,000 has been approved; and,

WHEREAS, McClelland Consulting Engineers, Inc. has provided a work order for pavement rehabilitation in the amount of $55,200 to be paid out of this grant; and,

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $89,620; and,

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $110,380.

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

SECTION 1. The City of Texarkana, Texas, approves the Airport Executive Director conducting a pavement rehabilitation project in an amount not to exceed $400,000.

SECTION 2. The City of Texarkana, Texas, approves the Airport Executive Director signing an agreement with McClelland Consulting Engineers, Inc. for pavement rehabilitation in the amount of $55,200.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-080 RES AIRPORT Pavement Rehab signed (4514 : 2025-080 RES AIRPORT Pavement Rehabilitation)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 3:04 PM

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

Subject: Resolution No. 2025-083 amending Resolution No. 2025-046 and approving the Self-Service Fuel System Project for an amount not to exceed $395,000 and approving the Airport Executive Director to sign an work order with Garver, LLC, for the Self-Serve AVgas tank design and administration in the amount of $84,000 approved in the capital FY25 budget.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

80/20 Grant in the amount of $375,000 with Texas match of $41,392.50 was approved in FY25 Capital Budget.

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, amending Resolution No. 2025-046, approving the self-service fuel system project in an amount not to exceed $395,000 and approving the executive director to sign a work order with Garver for self-serve avgas tank design and administration in the amount of $84,000 approved in the Capital FY25 budget.

Potential Options:

- Approve
- Deny

Fiscal Implications:

$41,392.50

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-083 RES AIRPORT FUEL SYSTEM (jcl rev) (DOCX)
b. 2025-083 ATTH 01 Board Reso (PDF)
c. 2025-083 ATTH 02 MCE Workorder to Agrmt (PDF)
d. 2025-083 ATTH 03 State Aid app (PDF)
e. 2025-083 Goals & Perspectives (DOCX)
f. 2025-083 RES AIRPORT Fuel Sys. (amd 2025-046) signed (PDF)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	05/29/2025 1:39 PM
City Manager	David Orr	City Manager Review	Completed	05/29/2025 4:39 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025 - 083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING RESOLUTION NO. 2025-046, APPROVING THE TEXARKANA REGIONAL AIRPORT SELF-SERVICE FUEL SYSTEM PROJECT IN AN AMOUNT NOT TO EXCEED $395,000, AND APPROVING THE EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH GARVER ENGINEERING, LLC, FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION IN THE AMOUNT OF $84,000 WITH GRANT FUNDS PREVIOUSLY APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, an 80%-20% grant application for a Self-Service Fuel System in the amount of $395,000, with the Arkansas Division of Aeronautics, paying its cap of $300,000 and a match of $95,000 has been approved; and

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

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $33,607.50; and

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $41,392.50; and

WHEREAS, the Texarkana Regional Airport will pay the remaining $20,000 from the FY25 O&M budget; and

WHEREAS, this Resolution amends Resolution No. 2025-046.

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

SECTION 1: The City of Texarkana, Texas, approves the Self-Service Fuel System Project in an amount not to exceed $395,000.

Attachment: 2025-083 RES AIRPORT FUEL SYSTEM (jcl rev) (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

SECTION 2: The City of Texarkana, Texas, approves the Texarkana Regional Airport Executive Director signing an agreement with Garver Engineering, LLC, for Self-Service Fuel Tank design and administration in the amount of $84,000.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-083 RES AIRPORT FUEL SYSTEM (jcl rev) (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 052225D
A RESOLUTION APPROVING THE SELF-SERVICE FUEL SYSTEM PROJECT IN AN AMOUNT NOT TO EXCEED $395,000 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION IN THE AMOUNT OF $84,000 APPROVED IN THE CAPITAL FY25 BUDGET

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

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

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

WHEREAS, a 80%-20% Grant application for Self-Service Fuel System in the amount of $395,000 with the Arkansas Division of Aeronautics paying their cap of $300,000 and a match of $95,000 has been approved; and,

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

WHEREAS, the City of Texarkana AR approved matching funds for this grant in the FY25 Capital Budget in the amount of $33,607.50; and,

WHEREAS, the City of Texarkana TX approved matching funds for this grant in the FY25 Capital Budget in the amount of $41,392.50; and,

WHEREAS, the Texarkana Regional Airport will pay the remaining $20,000 from the FY25 O&M Budget,

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Self-Service Fuel System Project not to exceed $395,000.

SECTION 2. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with Garver engineering for Self-Service Fuel Tank design and administration in the amount of $84,000.

Attachment: 2025-083 ATTH 01 Board Reso (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 052225D
A RESOLUTION APPROVING THE SELF-SERVICE FUEL SYSTEM PROJECT IN AN AMOUNT NOT TO EXCEED $395,000 AND APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION IN THE AMOUNT OF $84,000 APPROVED IN THE CAPITAL FY25 BUDGET

Adopted this 22nd day of May 2025

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-083 ATTH 01 Board Reso (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

2025-083 ATTH 02

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

Work Order No. 2500161-1

to the

Master Agreement

For

Professional Services

Texarkana Regional Airport Authority

Project No. 2500161

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

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

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

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

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

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

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

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

SECTION 2 – PAYMENT

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

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

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

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

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

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

SECTION 3 – APPENDICES

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

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

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

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

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APPENDIX A
SCOPE OF SERVICES

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

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

1. PROJECT ADMINISTRATION

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

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

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

2. SURVEYING SERVICES

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

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

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

3. SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN (SPCC)

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

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4. FUEL SYSTEM DESIGN SERVICES

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

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

4.3. Project Management Plan / Quality Control Procedures

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

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

4.4. Environmental Coordination

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

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

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

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4.6. Existing Conditions Review

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

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

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

- SWEPCO – Holly Zacharias – 903-556-8915

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

4.8. Plan Set Development

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

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

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

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4.9. Specifications and Contract Documents

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

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

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

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

4.11.1. 90% Final Design

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

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

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

5. BIDDING SERVICES

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

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

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

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

6. CONSTRUCTION PHASE SERVICES

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

6.2. Issued for Construction (IFC) Documents

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

6.3. Submittals

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

6.4. Notice to Proceed & Preconstruction Meeting

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

6.5. Progress Meetings

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

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6.6. Owner Coordination

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

6.7. RFIs

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

6.8. Progress Payments

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

6.9. Record Drawings

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

6.10. Change Orders

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

6.11. Final Inspection

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

7. PROJECT CLOSEOUT SERVICES

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

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8. PROJECT DELIVERABLES

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

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

9. ADDITIONAL SERVICES

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

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

10. SCHEDULE

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

FEE SUMMARY

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

PROJECT ADMINISTRATION

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

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

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

DIRECT NON-LABOR EXPENSES

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

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

SUBTOTAL: **$4,100.00**

SUBCONSULTANTS FEE: **$0.00**

TOTAL FEE: **$4,100.00**

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TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

SURVEYING SERVICES

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

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

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TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN (SPCC)

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

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

FUEL SYSTEM DESIGN SERVICES

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

BIDDING SERVICES

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

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

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

CONSTRUCTION PHASE SERVICES

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

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

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS SYSTEM

PROJECT CLOSEOUT SERVICES

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

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

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)



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REV.	DATE	DESCRIPTION	BY

TEXARKANA REGIONAL AIRPORT
TEXARKANA, ARKANSAS

SELF-SERVE AVGAS SYSTEM

PROJECT SKETCH

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

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

DRAWING NUMBER
APP C

SHEET NUMBER **1**

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Last plotted by: Jennings, Jack R. Plot Style: Garver2012color.ctb Plot Scale: 1:46.8931 Plot Date: 4/17/2025 11:16 AM Plotter used: DWG To PDF.pc3

Attachment: 2025-083 ATTH 02 MCE Workorder to Agrmt (4516 : 2025-083 RES AIRPORT Fuel and 2025-046)

TEXARKANA
REGIONAL AIRPORT

April 25, 2024

VIA EMAIL

Mr. Jerry Chism, Director
Arkansas Division of Aeronautics
2315 Crisp Drive, Hangar 8
Little Rock, Arkansas 72202

Subject: Texarkana Regional Airport
Self-Serve AvGas System

Dear Mr. Chism:

The Texarkana Regional Airport is respectfully requesting a 80-20% grant for a total grant amount of $300,000. The project total is $395,000.00. We have the match available to cover the remaining $95,000.00. This project includes the installation of a self-serve AvGas (100LL) fuel system with 12,000-gallon tank. Our grant budget is based on quotes we have received from a material supplier for the tank and equipment and a site work contractor to install the system.

The new AvGas self-serve system will be owned and operated by the airport authority. The airport authority does not currently have self-serve capabilites. We would like to provide this service to provide a more economical option for AvGas at our airport to increase our general aviation traffic.

Attached you will find a grant application and our consultant's work order, grant budget worksheet, and an exhibit showing the proposed location for the fuel system.

The Texarkana Regional Airport would like to thank you once again for allowing us to submit an application. Please feel free to contact me or Jordan Culver with any question or comments concerning the project.

Sincerely,
Texarkana Regional Airport (TXK)

Ferdinand Paul Mehrlich III, C.M. ACE
Executive Director of Aviation

Enclosure

cc: Jordan Culver, PE – Garver, LLC

Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

State Airport Aid Application – Page 1

The **Texarkana Airport Authority**, herein called "Sponsor", hereby makes application to the Arkansas Department of Aeronautics for State funds pursuant to Act 733 of 1977, for the purpose of aiding in financing a project for the development of a regional airport located in the city of **Texarkana**, Arkansas, **Miller** county.

Date of Request: April 25, 2025

Name of Airport: Texarkana Regional Airport (TXK)

Name and address of City/County Commission sponsoring request:
Texarkana Regional Airport Authority
Paul Mehrlich, Airport Director
201 Airport Drive
Texarkana, AR 71854
Phone Number: 870-774-2171
Fax Number: 870-775-1269

Person to Contact about project:
Paul Mehrlich, Airport Director

Phone Number: 870-774-2171
Cell Number:
Fax Number: 870-775-1269

Name and address of Engineering Firm (if applicable):
Garver, LLC
4701 Northshore Drive
North Little Rock, AR 72118

Contact Person: Jordan Culver, P.E.

Phone/Fax Number: 501-537-3254

Describe the work to be accomplished: The project will consist of installation of a self-serve AVGAS (100LL) fuel system 12,000-gallon aboveground storage tank.

State and Local Project Costs:
Please indicate:

◇ 50-50% Match
◆ 80-20% Match
◇ 90-10% Match
◇ 100%

Total Cost of Project: $395,000.00
Local Share/Funds: $95,000.00
Local Share/In-Kind:
State Share: $300,000.00

Federal AIP Projects:
AIP Number:

◇ 95-5% Match
◇ 90-10% Match

Total Cost of Project:
Federal Share:
State Share:
Local Share:

7-1-1

Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

State Airport Aid Application – Page 2

Provide the information listed below as it applies to your project:

Funding:

Source of Funds: Arkansas Division of Aeronautics

Source of In-Kind Services: N/A

Estimated starting date of project: March 2026

Estimated completion date of project: June 2026

Project will be for: New Airport (Existing Airport)

Is land to be leased or purchased? No

Description of land and cost per acre: N/A

Provide the Federal AIP Grant Number (if applicable): N/A

State Legislators for your area:

State Senator: Jimmy Hickey, Jr.

State Representative: Carol Dalby

Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

State Airport Aid Application – Page 3

The sponsor agrees to furnish the Arkansas Department of Aeronautics a copy of the legal instrument affecting use of the property for an airport. In application for a new landing site or expansion of existing facility, the FAA Form 7480-1, *Notice of Landing Area Proposal*, must be approved by the FAA before review for grant can be made by the State. Applications for hangar construction or renovation funds must include a signed lease agreement. This agreement must be in compliance with all FAA grant assurances. The application must be based on bids and include a calculated return on investment.

No land, hangars, or buildings purchased with State Grant funds may be sold or disposed of without State Aeronautics Commission prior approval. All requests for sale or disposal of property will be considered on an individual case basis. No hangar (funded by a grant from the Department of Aeronautics) shall be used for non-aviation purposes without State Aeronautics Commission prior approval. All requests for non-aviation use will be considered on a case-by-case basis. Failure to receive prior approval from A.D.A. concerning land and/or building use could result in the commission requesting grant refund from the Sponsor. Additionally, all hgr/building grant applications must include proof of insurance coverage.

No airport accepting State Grant funding may issue an Exclusive Rights lease.

All applications for navigational aids (such as NDB or ILS) must have FAA site approval before a state grant can be approved.

All Grant applications involving Federal Airport Improvement Program (AIP) funding must be accompanied by the approved FAA grant agreement with grant number assigned.

If this project is approved by the Arkansas Department of Aeronautics, and is accepted by the sponsor, it is agreed that all developments and construction shall meet standard FAA construction practices as outlined in the specifications of this agreement. Runways, Taxiways, Parking Ramps, etc. shall have a base and a thickness that will accommodate the weight of aircraft expected to operate at this airport.

All grant applicants (City and/or County) are totally responsible for compliance with all Federal, State, County, and City laws, Statutes, Ordinances, Rules, Regulations, and Executive Orders concerning contracts and purchases for which this grant is approved and issued.

It is understood and agreed that the sponsor shall start this project immediately upon award of grant. It is also agreed that this project shall be completed within one year from the date of acceptance of this grant by the Arkansas Department of Aeronautics. Applications for extension will be entertained if circumstances beyond the sponsor's control occur. Amendment requests are to be made only under extraordinary circumstances.

Funds will be disbursed according to Department procedures and final inspection of completed project (See payment instruction page). *Payment of grant funds are contingent upon the Department's annual appropriation*.

IN WITNESS WHEREOF, the sponsor has caused this Application for State Airport Aid to be duly executed in its name, this 25th day of April 2025.

Texarkana Airport Authority
Name of Sponsor

Authorized Signature

Airport Director
Title

Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

TEXARKANA REGIONAL AIRPORT AUTHORITY
TXK SELF-SERVE AVGAS FUEL SYSTEM
ENGINEER'S OPINION OF PROBABLE COST - SCHEDULE 4
12,000 GALLON UL 2085 AVGAS FUEL SYSTEM (OWNER FURNISHED)

ITEM NO.	SPEC. NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	ENGINEER'S OPINION OF PROBABLE COST UNIT PRICE	AMOUNT
1	SS-120-4.1	Construction Safety and Security	LS	100%	$15,000.00	$15,000.00
2	SS-131-4.1	Setting Tank, Set-Up Credit Card Reader, System Training	LS	100%	$27,000.00	$27,000.00
3	SS-140-5.1	Demolition and Disposal	LS	100%	$10,000.00	$10,000.00
4	SS-230-5.1	Fuel Tank Cradle Footings - Structural Concrete	LS	100%	$22,700.00	$22,700.00
5	SS-281-5.1	Safety Pipe Bollards	EA	21	$1,100.00	$23,100.00
6	SS-300-5.1	Fuel Farm Electrical Rack and Service	LS	100%	$48,000.00	$48,000.00
7	C-105-6.1	Mobilization	LS	100%	$14,000.00	$14,000.00

TOTAL CONSTRUCTION COST - SCHEDULE 4 $144,800.00

SPONSOR ADMINISTRATIVE EXPENSES

ADVERTISEMENT COSTS	$1,200.00
12K GALLON UL285 TANK AND AVGAS FUEL SYSTEM PROCUREMENT	$165,000.00
TOTAL ADMINISTRATIVE SERVICES	$166,200.00

ENGINEERING SERVICES

PROJECT ADMINISTRATION	$4,100.00
SURVEYING SERVICES	$6,300.00
SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN	$5,200.00
FUEL SYSTEM DESIGN SERVICES	$37,000.00
BIDDING SERVICES	$5,900.00
TOTAL ENGINEERING SERVICES	$58,500.00

CONSTRUCTION SERVICES

CONSTRUCTION PHASE SERVICES	$23,500.00
PROJECT CLOSEOUT SERVICES	$2,000.00
TOTAL CONSTRUCTION SERVICES	$25,500.00
TOTAL PROJECT COST - SCHEDULE 4	$395,000.00

PROJECT FUNDING	TOTAL
FAA (0%)	
ADA 80-20 GRANT (80%) ($300,000 CAP)	$300,000.00
LOCAL (20%)	$95,000.00
TOTAL PROJECTED FUNDING	**$395,000.00**

GARVER

Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

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Last plotted by: Jennings, Jack R. Plot Style: Garver2012color.ctb Plot Scale: 1:46.8931 Plot Date: 4/17/2025 11:16 AM Plotter used: DWG To PDF.pc3

SHEET NUMBER 1	DRAWING NUMBER APP C	JOB NO.: 2500161 DATE: APRIL 2025 DESIGNED BY: JCC DRAWN BY: SIC	PROJECT SKETCH

TEXARKANA REGIONAL AIRPORT
TEXARKANA, ARKANSAS

SELF-SERVE AVGAS SYSTEM

REV.	DATE	DESCRIPTION	BY

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Attachment: 2025-083 ATTH 03 State Aid app (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

City of Texarkana, Texas

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

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

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

Attachment: 2025-083 Goals & Perspectives (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

RESOLUTION NO. 2025 - 083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING RESOLUTION NO. 2025-046, APPROVING THE TEXARKANA REGIONAL AIRPORT SELF-SERVICE FUEL SYSTEM PROJECT IN AN AMOUNT NOT TO EXCEED $395,000, AND APPROVING THE EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH GARVER ENGINEERING, LLC, FOR SELF SERVE AVGAS TANK DESIGN AND ADMINISTRATION IN THE AMOUNT OF $84,000 WITH GRANT FUNDS PREVIOUSLY APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, an 80%-20% grant application for a Self-Service Fuel System in the amount of $395,000, with the Arkansas Division of Aeronautics, paying its cap of $300,000 and a match of $95,000 has been approved; and

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

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $33,607.50; and

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $41,392.50; and

WHEREAS, the Texarkana Regional Airport will pay the remaining $20,000 from the FY25 O&M budget; and

WHEREAS, this Resolution amends Resolution No. 2025-046.

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

SECTION 1: The City of Texarkana, Texas, approves the Self-Service Fuel System Project in an amount not to exceed $395,000.

Attachment: 2025-083 RES AIRPORT Fuel Sys. (amd 2025-046) signed (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

SECTION 2: The City of Texarkana, Texas, approves the Texarkana Regional Airport Executive Director signing an agreement with Garver Engineering, LLC, for Self-Service Fuel Tank design and administration in the amount of $84,000.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18p.m.

Attachment: 2025-083 RES AIRPORT Fuel Sys. (amd 2025-046) signed (4516 : 2025-083 RES AIRPORT Fuel amd 2025-046)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 3:04 PM

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

Subject: Resolution No. 2025-084 amending Resolution No. 2025-059 and approving the Airport Executive Director to sign a work order with Garver, LLC, for Vehicle Service Road Design in the amount of $211,400, approved in the capital FY25 budget.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

90/10 Grant of $222,2222 with a Texas match of $12,264.32 was approved in FY25 Capital Budget

Executive Summary and Background Information:

A resolution of the city council of the city of Texarkana, Texas, amending Resolution No. 2025-059, approving the executive director to sign a work order with Garver for vehicle service road design in the amount of $211,400 approved in the Capital FY25 budget.

Potential Options:

- Approve
- Deny

Fiscal Implications:

$11,667.17

Staff Recommendation:

Staff recommends for approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-084 RES AIRPORT VSR (jcl rev) (DOC)
b. 2025-084 ATTH 01 Board Reso (PDF)

c. 2025-084 ATTH 02 Garver WO (RFS) (PDF)
d. 2025-084 Goals & Perspectives (DOCX)
e. 2025-084 RES AIRPORT Vehicle Svc Rd (amd 2025-059) signed (PDF)

Staff Coordination

City Manager	Jennifer Evans 06/02/2025 4:38 PM	Department Head Review	Completed	
City Manager	David Orr	City Manager Review	Completed	06/02/2025 5:41 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025 - 084

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING RESOLUTION NO. 2025-059, APPROVING THE TEXARKANA REGIONAL AIRPORT EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH GARVER ENGINEERING, LLC FOR VEHICLE SERVICE ROAD DESIGN IN THE AMOUNT OF $211,400 WITH GRANT FUNDS APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, a 90%-10% grant application for Vehicle Service Road design in the amount of $211,400, with the Arkansas Division of Aeronautics, paying $190,260 and a local match of $21,140 has been approved; and

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

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $9,957.68, but will only need to pay $9,472.83; and

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $12,264.32, but will only need to pay $11,667.17; and

WHEREAS, this Resolution amends Resolution No. 2025-059.

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

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-084 RES AIRPORT VSR (jcl rev) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 052125C
A RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO SIGN A WORK ORDER WITH GARVER FOR VEHICLE SERVICE ROAD DESIGN IN THE AMOUNT OF $211,400 APPROVED IN THE CAPITAL FY25 BUDGET

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

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

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

WHEREAS, a 90%-10% Grant application for Pavement Rehabilitation in the amount of $211,400 with the Arkansas Division of Aeronautics paying $190,260 and a local match of $21,140 has been approved; and,

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

WHEREAS, the City of Texarkana AR approved matching funds for this grant in the FY25 Capital Budget in the amount of $9,957.68, but will only need to pay $9,472.83; and,

WHEREAS, the City of Texarkana TX approved matching funds for this grant in the FY25 Capital Budget in the amount of $12,264.32, but will only need to pay $11,667.17,

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

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

Adopted this 22nd day of May 2025

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2025-084 ATTH 01 Board Reso (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

Work Order No. 2500666-1

to the

Master Agreement

For

Professional Services

Texarkana Regional Airport Authority

Project No. 2500666

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

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

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

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

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

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

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

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

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

SECTION 2 – PAYMENT

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

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

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

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

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

SECTION 3 – APPENDICES

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

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

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

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

APPENDIX A
SCOPE OF SERVICES

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

APPENDIX A
SCOPE OF SERVICES

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

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

1. FY 2025 ADA PROJECT ADMINISTRATION

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

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

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

2. DBE PROGRAM ADMINISTRATION

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

3. SURVEYING SERVICES

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

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

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

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

4. ENVIRONMENTAL COORDINATION SERVICES

4.1. Environmental Coordination

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

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

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

5. GEOTEHNCIAL SERVICES

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

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

6. DESIGN SERVICES

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

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

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

6.3. Project Management Plan / Quality Control Procedures

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

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

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

6.5. Construction Safety and Phasing Plan

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

6.6. Existing Conditions Review

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

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

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

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

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

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

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

6.11. Airfield Electrical

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

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

- SWEPCO – Holly Zacharias – 903-556-8915

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

6.13. Plan Set Development

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

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

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

6.14. Specifications and Contract Documents

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

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

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

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

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

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

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

6.17.1. 60% Preliminary Design

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

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

6.17.2. 90% Final Design

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

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

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

7. BIDDING SERVICES

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

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

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

8. PROJECT DELIVERABLES

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

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

9. ADDITIONAL SERVICES

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

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

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

10. **SCHEDULE**

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

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APPENDIX B
FEE SPREADSHEET

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FEE SUMMARY

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FY 2025 ADA PROJECT ADMINISTRATION

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

DBE PROGRAM ADMINISTRATION

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

SURVEYING SERVICES

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

ENVIRONMENTAL COORDINATION SERVICES

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

GEOTECHNICAL SERVICES

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

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

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APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

PRELIMINARY DESIGN (60%)

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

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

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

SUBTOTAL - SALARIES: **$80,354.00**

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	$81.00
Postage/Freight/Courier	$50.00
Travel Costs (1 trip @ $215/Trip)	$215.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **$346.00**

SUBTOTAL: **$80,700.00**

SUBCONSULTANTS FEE: **$0.00**

TOTAL FEE: **$80,700.00**

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

FINAL DESIGN (90% & 100%)

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

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

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

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

APPENDIX B

TEXARKANA AIRPORT AUTHORITY
TXK VSR CONSTRUCTION

BIDDING SERVICES

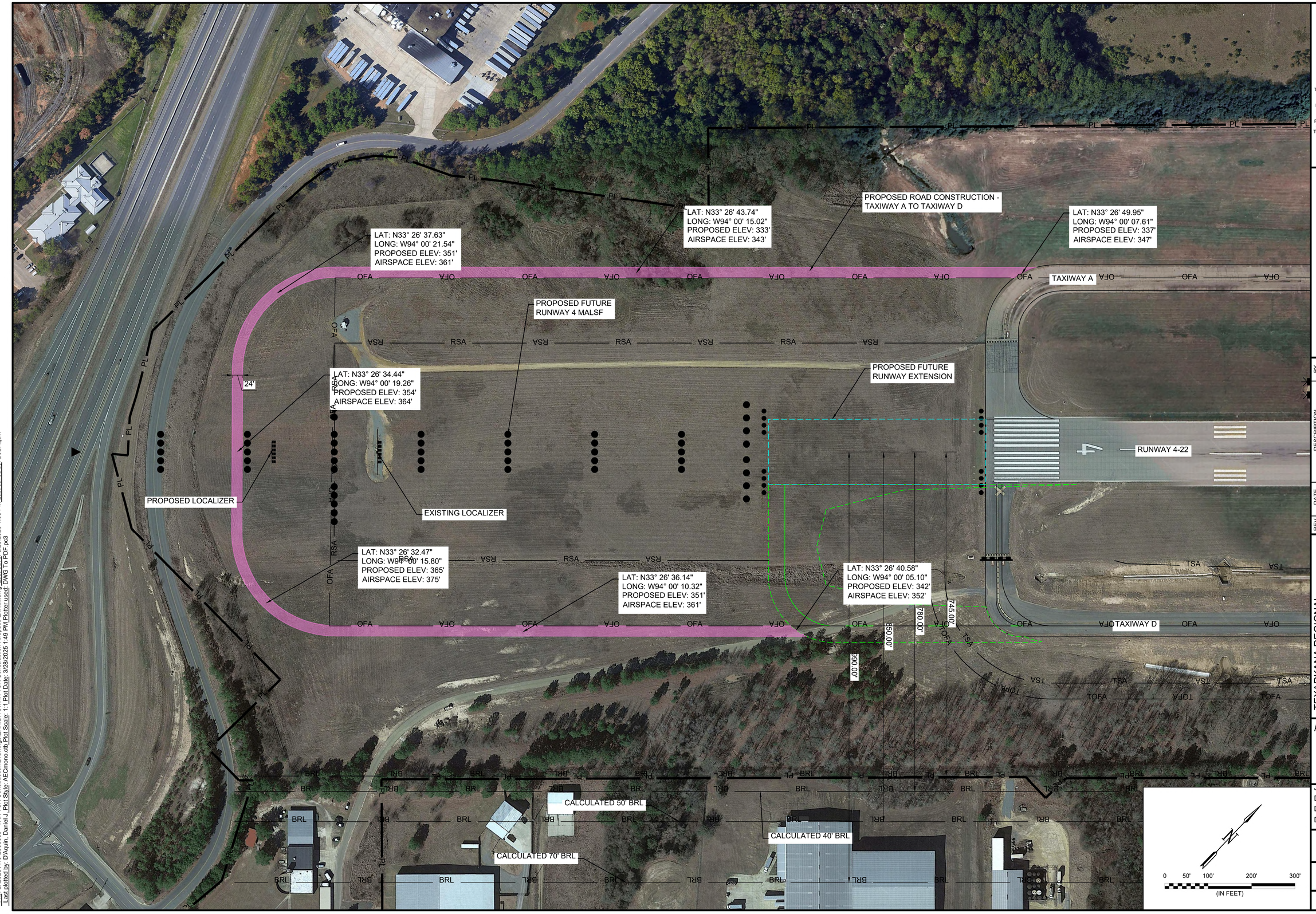
WORK TASK DESCRIPTION	E-4	E-3	E-1	AM-2
	hr	hr	hr	hr
1. Civil Engineering				
Upload Bid Documents to Plan Room	1			1
Dispense Plans and Specs to Prospective Bidders				2
(RFI)	2	2		1
Draft and Distribute Addendums	2	3	5	
Prepare for Pre-Bid Meeting	1			1
Attend Pre-Bid Meeting (1 person, on-site)	6	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

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

APPENDIX C
PROJECT SKETCH

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)



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REV.	DATE	DESCRIPTION	BY

TEXARKANA REGIONAL AIRPORT
TEXARKANA, ARKANSAS

VSR CONSTRUCTION

AIRSPACE EXHIBIT

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

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

DRAWING NUMBER
EXB-1

SHEET NUMBER 1

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

Attachment: 2025-084 ATTH 02 Garver WO (RFS) (4517 : 2025-084 RES AIRPORT VSR and 2025-059)

City of Texarkana, Texas

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

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

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

Attachment: 2025-084 Goals & Perspectives (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

RESOLUTION NO. 2025 - 084

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING RESOLUTION NO. 2025-059, APPROVING THE TEXARKANA REGIONAL AIRPORT EXECUTIVE DIRECTOR SIGNING AN AGREEMENT WITH GARVER ENGINEERING, LLC FOR VEHICLE SERVICE ROAD DESIGN IN THE AMOUNT OF $211,400 WITH GRANT FUNDS APPROVED IN THE CAPITAL FY25 BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, a 90%-10% grant application for Vehicle Service Road design in the amount of $211,400, with the Arkansas Division of Aeronautics, paying $190,260 and a local match of $21,140 has been approved; and

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

WHEREAS, the City of Texarkana, Arkansas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $9,957.68, but will only need to pay $9,472.83; and

WHEREAS, the City of Texarkana, Texas, approved matching funds for this grant in the FY25 Capital Budget in the amount of $12,264.32, but will only need to pay $11,667.17; and

WHEREAS, this Resolution amends Resolution No. 2025-059.

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

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-084 RES AIRPORT Vehicle Svc Rd (amd 2025-059) signed (4517 : 2025-084 RES AIRPORT VSR amd 2025-059)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 5/30/2025 3:05 PM

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,

Subject: Resolution No. 2025-086 authorizing the City Manager to execute a contract with Altech, Inc. of Texarkana, Texas, for an amount not to exceed $90,135.03, for the clearing and grubbing of city property on Gazola Street, recently received from the Chamber of Commerce, with funds budgeted in the Economic Development Fund (Fund 223).

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule
Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Date of Invitation for Bid (IFB 25-1901-02) posted on website: May 11, 2025
Dates published in Texarkana Gazette: May 11, 2025, and May 18, 2025
Opened Bids: May 28, 2025
Bids received: Altech, Inc., Cleve Batte Construction, Inc, Francis Excavating, LLC, and Tatum Excavating Company, Inc.
Lowest Responsive Bidder: Altech, Inc. – See EXH "A"
Budget: Economic Development Fund (Fund 223)
Policy Exceptions: None
Scope of Work: We recently received this property on Gazola Street (see location map in ATT01) located in our Industrial Park from the Chamber of Commerce. To make this site more developable, the City is planning to construct a regional detention pond on site. To do this, we need construction plans for this. The property is grown up so it would be better to clear and grub the property so the engineers/surveyors would have better access to perform the needed work to design the detention pond.

Potential Options:

- Approve
- Not Approve

Fiscal Implications:

Funds are available in the Economic Development Fund (Fund 223)

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-086 Goals & Perspectives (DOCX)
b. 2025-086 EXH 'A' Bid Tab (PDF)
c. 2025-086 ATTH 01 Location Map (PDF)
d. 2025-086 RES Clearning and Grubbing City Property on Gazola (DOCX)
e. 2025-086 RES Clear Grub property on Gazola St. signed (PDF)

Staff Coordination

Public Works Department	Completed	Dusty Henslee 05/29/2025 9:14 AM	Department Head Review	
Finance Department 11:57 AM	Kristin Peeples	Review	Completed	05/29/2025
City Manager 4:23 PM	David Orr	City Manager Review	Completed	05/29/2025
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	06/09/2025

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:	Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: 2025-086 Goals & Perspectives (4524 : 2025-086 RES Clearing and Grubbing City Property on Gazola Street)

TABULATION - GAZOLA ST. CLEARING AND GRUBBING-CITY OF TEXARKANA, TEXAS

IFB #25-1901-02 (Closing Wednesday, May 28, 2025 @ 10:00am)

ORIGINAL BIDS TURNED IN

			ALTECH, INC. 8530 W NEW BOSTON RD TEXARKANA, TX 903-832-7096 FRANK@ALTECHINC.ORG		CLEVE BATTE CONSTRUCTION, INC P O BOX 226 FOUKE, AR 870-773-0300 JCOWART@CLEVEBATTEEINC.COM		FRANCIS EXCAVATING LLC 1356 S KINGS HWY TEXARKANA, TX 903-223-3774 GREG@FRANCISEXCAVATING.COM		TATUM EXCAVATING COMPANY, INC 2416 S LAKE DR TEXARKANA, TX 903-792-3971 ROSS@TATUMEXCAVATING.COM	
	ESTIMATED QTY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
MOBILIZATION	***1***	***LS***	$6,791.00	$6,791.00	$6,000.00	$6,000.00	$10,835.00	$10,835.00	$19,000.00	$19,000.00
EROSION CONTROL	1	LS	$4,987.80	$4,987.80	$1,500.00	$1,500.00	$3,250.00	$3,250.00	$18,840.00	$18,840.00
SILT FENCE	2463	LF	$5.15	$12,684.45	$4.50	$11,083.50	$4.95	$12,191.85	$6.00	$14,778.00
ROCK FILTER DAM	30	LF	$56.10	$1,683.00	$35.00	$1,050.00	$55.00	$1,650.00	$85.00	$2,550.00
CLEARING AND GRUBBING	17	AC	$2,960.79	$50,333.43	$4,400.00	$74,800.00	$5,175.00	$87,975.00	$4,650.00	$79,050.00
18" HDPE STORM DRAIN	56	LF	$94.63	$5,299.28	$75.00	$4,200.00	$59.00	$3,304.00	$70.00	$3,920.00
BROADCAST SEEDING	17	AC	$224.18	$3,811.06	$750.00	$12,750.00	$825.00	$14,025.00	$880.00	$14,960.00
FERTILIZING	17	AC	$138.53	$2,355.01	$750.00	$12,750.00	$368.00	$6,256.00	$440.00	$7,480.00
VEGETATIVE WATERING	3000	TGL	$0.73	$2,190.00	$1.00	$3,000.00	$5.00	$15,000.00	$10.00	$30,000.00
Total				***$90,135.03***		***$127,133.50***		***$154,486.85***		***$190,578.00***

Attachment: 2025-086 EXH 'A' Bid Tab (4524 : 2025-086 RES Clearing and Grubbing City Property on

Gazola Street Property Exhibit

2025-086 ATTH 01



5/29/2025, 8:46:32 AM

1:5,616

0 0.04 0.08 0.16 mi

0 0.05 0.1 0.2 km

Esri Community Maps Contributors, City of Texarkana, TWU, Arkansas GIS Office, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom,

Attachment: 2025-086 ATTH 01 Location Map (4524 : 2025-086 RES Clearing and Grubbing City Property

RESOLUTION NO. 2025-086

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ALTECH, INC. OF TEXARKANA, TEXAS, IN AN AMOUNT NOT TO EXCEED NINETY THOUSAND ONE HUNDRED THIRTY-FIVE DOLLARS AND THREE CENTS ($90,135.03) FOR THE CLEARING AND GRUBBING OF THE CITY PROPERTY ON GAZOLA STREET TO BE PAID FROM THE ECONONMIC DEVELOPMENT FUND (FUND 223); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, received this property from the Chamber of Commerce located in the Industrial Park off Gazola Street (see **ATTH 01**); and

WHEREAS, the City is creating enhancements to this property by getting it ready for development by clearing and grubbing the site; and

WHEREAS, once the property is cleared and grubbed a regional detention pond will be designed for this site; and

WHEREAS, on May 28, 2025, four (4) bids were received and Altech, Inc. of Texarkana, Texas, submitted the lowest and most responsible bid summarized on the bid tab sheet **(Exhibit 'A')**; and

WHEREAS, funds are available in the Economic Development Fund (Fund 223).

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

SECTION 1: The lowest most responsible bidder for the clearing and grubbing project for the City is hereby declared to be Altech, Inc. of Texarkana, Texas.

SECTION 2: The City Manager is hereby authorized to execute a contract with Altech, Inc. of Texarkana, Texas, in an amount not to exceed $90,135.03, with funds budgeted in the Economic Development Fund (Fund 223).

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-086 RES Clearning and Grubbing City Property on Gazola [Revision 1] (4524 : 2025-086 RES Clearing and Grubbing City

RESOLUTION NO. 2025-086

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ALTECH, INC. OF TEXARKANA, TEXAS, IN AN AMOUNT NOT TO EXCEED NINETY THOUSAND ONE HUNDRED THIRTY-FIVE DOLLARS AND THREE CENTS ($90,135.03) FOR THE CLEARING AND GRUBBING OF THE CITY PROPERTY ON GAZOLA STREET TO BE PAID FROM THE ECONONMIC DEVELOPMENT FUND (FUND 223); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, received this property from the Chamber of Commerce located in the Industrial Park off Gazola Street (see **ATTH 01**); and

WHEREAS, the City is creating enhancements to this property by getting it ready for development by clearing and grubbing the site; and

WHEREAS, once the property is cleared and grubbed a regional detention pond will be designed for this site; and

WHEREAS, on May 28, 2025, four (4) bids were received and Altech, Inc. of Texarkana, Texas, submitted the lowest and most responsible bid summarized on the bid tab sheet **(Exhibit 'A')**; and

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SECTION 1: The lowest most responsible bidder for the clearing and grubbing project for the City is hereby declared to be Altech, Inc. of Texarkana, Texas.

SECTION 2: The City Manager is hereby authorized to execute a contract with Altech, Inc. of Texarkana, Texas, in an amount not to exceed $90,135.03, with funds budgeted in the Economic Development Fund (Fund 223).

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

JENNIFER EVANS, CITY SECRETARY

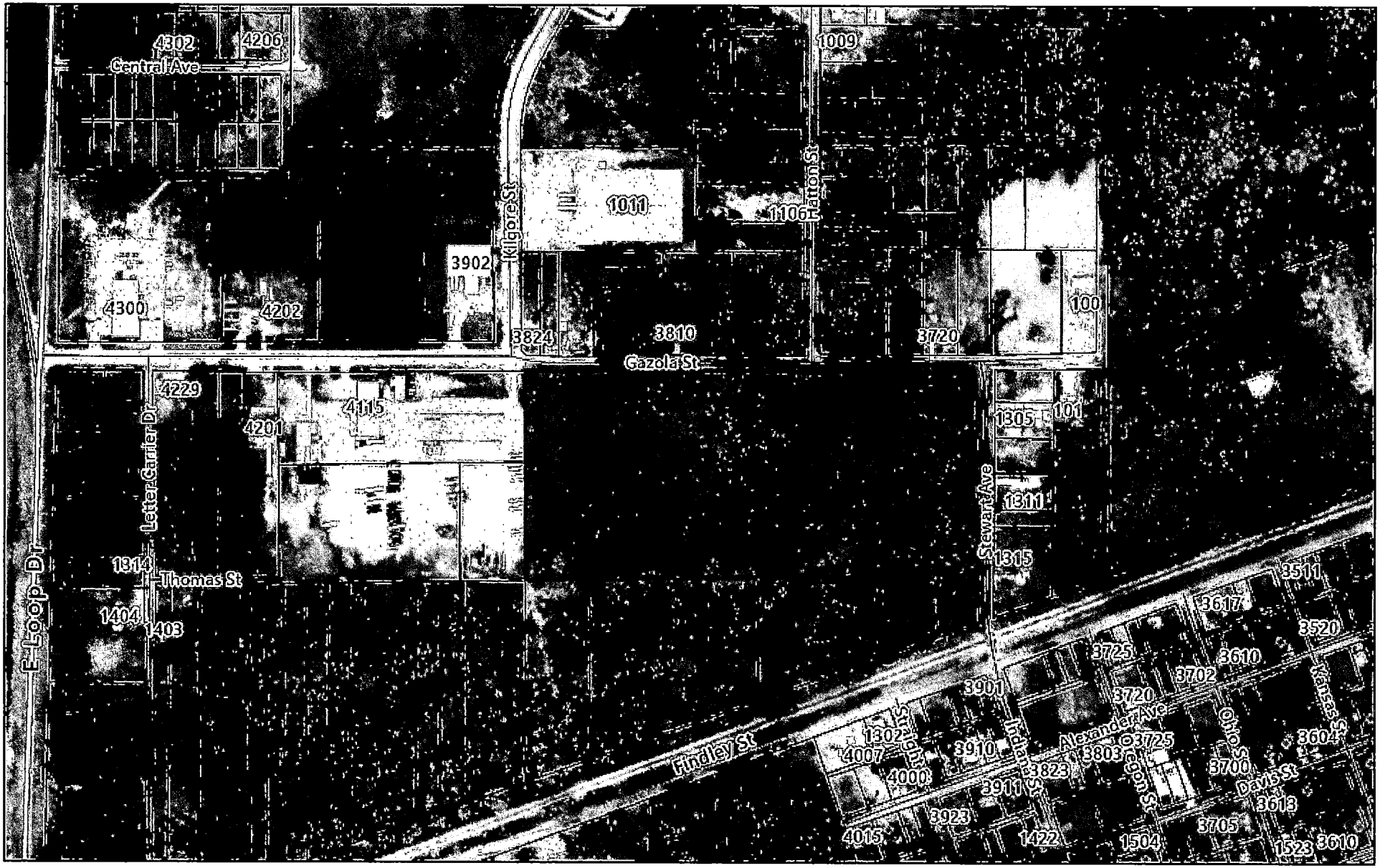
BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-086 RES Clear Grub property on Gazola St. signed (4524 : 2025-086 RES Clearing and Grubbing City Property on Gazola

Gazola Street Property Exhibit

2025-086 ATTH 01



5/29/2025, 8:46:32 AM

1:5,616

0 0.04 0.08 0.16 mi

0 0.05 0.1 0.2 km

Esri Community Maps Contributors, City of Texarkana, TWU, Arkansas GIS Office, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom,

Attachment: 2025-086 RES Clear Grub property on Gazola St. signed (4524 : 2025-086 RES Clearing and

2025-086 EXH 'A'

TABULATION - GAZOLA ST. CLEARING AND GRUBBING-CITY OF TEXARKANA, TEXAS

IFB #25-1901-02 (Closing Wednesday, May 28, 2025 @ 10:00am)

ORIGINAL BIDS TURNED IN

			ALTECH, INC. 8530 W NEW BOSTON RD TEXARKANA, TX 903-832-7096 FRANK@ALTECHINC.ORG		CLEVE BATTE CONSTRUCTION, INC P O BOX 226 FOUKE, AR 870-773-0300 JCOWART@CLEVEBATTEEINC.COM		FRANCIS EXCAVATING LLC 1356 S KINGS HWY TEXARKANA, TX 903-223-3774 GREG@FRANCISEXCAVATING.COM		TATUM EXCAVATING COMPANY, INC 2416 S LAKE DR TEXARKANA, TX 903-792-3971 ROSS@TATUMEXCAVATING.COM	
	ESTIMATED QTY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
MOBILIZATION	*1*	*LS*	$6,791.00	$6,791.00	$6,000.00	$6,000.00	$10,835.00	$10,835.00	$19,000.00	$19,000.00
EROSION CONTROL	1	LS	$4,987.80	$4,987.80	$1,500.00	$1,500.00	$3,250.00	$3,250.00	$18,840.00	$18,840.00
SILT FENCE	2463	LF	$5.15	$12,684.45	$4.50	$11,083.50	$4.95	$12,191.85	$6.00	$14,778.00
ROCK FILTER DAM	30	LF	$56.10	$1,683.00	$35.00	$1,050.00	$55.00	$1,650.00	$85.00	$2,550.00
CLEARING AND GRUBBING	17	AC	$2,960.79	$50,333.43	$4,400.00	$74,800.00	$5,175.00	$87,975.00	$4,650.00	$79,050.00
18" HDPE STORM DRAIN	56	LF	$94.63	$5,299.28	$75.00	$4,200.00	$59.00	$3,304.00	$70.00	$3,920.00
BROADCAST SEEDING	17	AC	$224.18	$3,811.06	$750.00	$12,750.00	$825.00	$14,025.00	$880.00	$14,960.00
FERTILIZING	17	AC	$138.53	$2,355.01	$750.00	$12,750.00	$368.00	$6,256.00	$440.00	$7,480.00
VEGETATIVE WATERING	3000	TGL	$0.73	$2,190.00	$1.00	$3,000.00	$5.00	$15,000.00	$10.00	$30,000.00
Total				***$90,135.03***		***$127,133.50***		***$154,486.85***		***$190,578.00***

Attachment: 2025-086 RES Clear Grub property on Gazola St. signed (4524 : 2025-086 RES Clearing and

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 3:06 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2025-087 authorizing an expenditure for an amount not to exceed $50,000 for the Texarkana Regional Airport Air Show with funds budgeted in the Hotel Occupancy Tax Fund (Fund 212).

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

Prior approval by council of Memorandum of Understanding between Texarkana Regional Airport, Texarkana College, and the Cities of Texarkana, Texas and Arkansas.

Executive Summary and Background Information:

This resolution authorizes the City of Texarkana, Texas to expend an amount not to exceed fifty thousand dollars ($50,000) available from the Hotel Occupancy Tax Fund (Fund 212) for costs associated with the planning, promotion, and execution of the Texarkana Regional Airport Air Show. The event is being coordinated under a Memorandum of Understanding (MOU) between the Texarkana Regional Airport, Texarkana College, and the Cities of Texarkana, Texas and Arkansas. This MOU defines the responsibilities of each party and clarifies that while no entity bears full financial responsibility for the air show, each may contribute funds and support for specific needs such as insurance and marketing. The event is expected to enhance tourism, stimulate economic activity, and showcase regional cooperation.

Potential Options:

- To approve the resolution
- To not approve the resolution

Fiscal Implications:

Expenditure of $50,000 from available funds in the Hotel Occupancy Tax Fund (Fund 212)

Staff Recommendation:

Staff recommends approval of this resolution.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-087 Goals Perspectives Airshow (DOCX)
b. 2025-087 RES Authorizing Air Show Expenditure (DOCX)
c. 2025-087 ATTH 01 MOU for Airshow signed (PDF)
d. 2025-087 RES Air Show Expenditure signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	05/29/2025 9:08 AM
Finance Department	Kristin Peeples	Finance Review	Completed	05/29/2025 9:08 AM
City Manager	David Orr	City Manager Review	Completed	05/29/2025 4:41 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

City of Texarkana, Texas

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

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

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

Attachment: 2025-087 Goals Perspectives Airshow (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

RESOLUTION NO. 2025-087

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING AN EXPENDITURE OF FUNDS NOT TO EXCEED FIFTY THOUSAND DOLLARS ($50,000) WITH FUNDS BUDGETED IN THE HOTEL OCCUPANCY TAX FUND (FUND 212) FOR COSTS ASSOCIATED WITH THE TEXARKANA REGIONAL AIRPORT AIR SHOW, IN COORDINATION WITH A MEMORANDUM OF UNDERSTANDING BETWEEN THE TEXARKANA REGIONAL AIRPORT, TEXARKANA COLLEGE, AND THE CITIES OF TEXARKANA, TEXAS AND ARKANSAS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Air Show serves as a significant community event promoting tourism, economic development, and civic pride; and

WHEREAS, the event is being coordinated under the terms of a Memorandum of Understanding (MOU) previously approved by council, by Resolution No. 2024-083, and signed between the Texarkana Regional Airport, Texarkana College, and the Cities of Texarkana, Texas and Arkansas, which outlines the roles and responsibilities of each party in hosting the 2026 airshow; and

WHEREAS, the MOU confirms that the Airport and associated cities shall not bear financial responsibility for the airshow, but supports contributions from each party for planning, promotion, and insurance purposes; and

WHEREAS, the City of Texarkana, Texas, intends to support this regional event by authorizing an expenditure of funds in an amount not to exceed $50,000 from hotel occupancy tax revenue; and

WHEREAS, these funds are budgeted in the Hotel Occupancy Tax Fund (Fund 212) for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

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

SECTION 1: The City Council hereby authorizes the City Manager or designee to appropriate and expend an amount not to exceed Fifty Thousand Dollars ($50,000), from

Attachment: 2025-087 RES Authorizing Air Show Expenditure [Revision 1] (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

funds budgeted in the Hotel Occupancy Tax Fund (Fund 212), for costs associated with the planning, execution, and promotion of the Texarkana Regional Airport Air Show, and to execute all necessary agreements, contracts, and related documents in accordance with the Memorandum of Understanding.

SECTION 2: This resolution shall be construed as a delegation of authority for the purpose stated herein and shall not require additional approval from the City Council, provided the expenditure remains within the authorized amount and complies with applicable procurement laws and the terms of the MOU.

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-087 RES Authorizing Air Show Expenditure [Revision 1] (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

RESOLUTION NO. 2024- 083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN TEXARKANA REGIONAL AIRPORT, TEXARKANA COLLEGE, AND THE CITIES OF TEXARKANA, TEXAS, AND ARKANSAS, COLLECTIVELY REFERRED TO AS "THE PARTIES", FOR THE COORDINATION AND EXECUTION OF THE AIRSHOW EVENT TO BE HELD IN 2026; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport is a primary commercial service airport located four (4) miles northeast of downtown Texarkana. The airport is co-owned by the cities of Texarkana, Texas and Texarkana, Arkansas and is served by American Airlines; and

WHEREAS, Texarkana College is a community college, and its mission is to enhance the overall reputation of Texarkana College, to provide external resources to fund college priorities and to create opportunities for the college to build partnerships with alumni, friends, donors, corporations and foundations. Texarkana College's goal is to provide students with affordable and accessible opportunities in higher education; and

WHEREAS, the City of Texarkana, Texas, a local government of the state of Texas, has core mission and vision statements, endeavoring to be a thriving regional center for education, business, and culture which serves its residents and attracts visitors; and

WHEREAS, the City of Texarkana, Arkansas, a local government of the state of Arkansas has the goal to make life easier and more fulfilling for everyone in Texarkana, Arkansas. The City of Texarkana, Arkansas is determined to help with everything it can, from educating residents to keeping neighborhoods safe; and

WHEREAS, the parties acknowledge that the success in achieving respective goals, responsibilities, and interests require an express commitment by all parties to establish a process that facilitates enhanced communication and advancement of mutually beneficial opportunities; and

WHEREAS, this MOU **(ATTH 01)** provides a framework for strengthening the relationship between the Texarkana Regional Airport, Texarkana College, and the cities of Texarkana, Texas, and Arkansas. Furthermore, the parties recognize the implementation of this MOU will include an airshow held to promote and encourage tourism, raising the profile of Texarkana and the economic benefits it brings. It will also promote Texarkana's newly built 40,000-square-feet airport terminal.

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

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

SECTION 1: The City Manager is authorized to execute the Memorandum of Understanding with Texarkana Regional Airport, Texarkana College and City of Texarkana, Arkansas for the coordination and execution of the airshow event to be held in 2026.

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

PASSED AND APPROVED in Regular Council Session on this **16th day of July, 2024.**

ATTEST

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:29p.m.

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

RESOLUTION NO. 2024-52

WHEREAS, Texarkana Regional Airport, Texarkana College, the City of Texarkana, Arkansas, and the City of Texarkana, Texas, (the "parties") wish to coordinate and hold an airshow event in 2026; and

WHEREAS, to set forth each of the parties' responsibilities, the parties have crafted a Memorandum of Understanding attached hereto; and

WHEREAS, in order to begin planning and preparations for the airshow event, the parties must sign the Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the Acting City Manager is authorized to enter into the attached Memorandum of Understanding for the 2026 airshow event.

PASSED AND APPROVED this 1st day of July, 2024.

Allen L. Brown, Mayor

ATTEST:

Heather Sowars, City Clerk

APPROVED:

Joshua L. Potter, City Attorney

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

Memorandum of Understanding (MOU) - Airshow Responsibilities

This Memorandum of Understanding (MOU) is entered into between Texarkana Regional Airport, Texarkana College, the City of Texarkana, Arkansas, and the City of Texarkana, Texas collectively referred to as "the Parties", for the coordination and execution of the Airshow event to be held in 2026.

1. **Texarkana Regional Airport Responsibilities:**

   a. Host the Airshow event, including providing necessary infrastructure and resources, with costs being paid out of raised funds.

   b. Serve as the primary liaison with the Federal Aviation Administration (FAA), Transportation Security Administration (TSA), and American Airlines, ensuring compliance with all relevant regulations.

   c. Collaborate with the Office of Emergency Management (OEM) and Consultant to handle event security and logistics efficiently.

   d. Determine the maximum number of individuals allowed to physically attend the airshow, considering safety and capacity limitations.

   e. Work with the team in presenting the Airshow.

   f. Engage with the local Fixed Base Operator (FBO) to negotiate lower fuel rates and secure their support.

   g. Clearly establish that the Airport and its associated cities shall not bear any financial responsibility for the Airshow event.

2. **Texarkana College Responsibilities:**

   a. Undertake fundraising activities to secure necessary funds for the Airshow.

   b. Act as the main point of contact for the Airshow Consultant, facilitating effective communication and coordination.

   c. Collaborate with the team in presenting the Airshow.

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

d. Provide an initial deposit of $2,000 for the Airshow to secure required contracts and services. All subsequent payments will be made from the funds raised for the event.

3. **City of Texarkana, Arkansas Responsibilities:**

a. Collaborate with the team in presenting the Airshow.

b. Assist with fundraising activities to secure necessary funds for the Airshow.

c. Manage the financial aspects of the Airshow, holding funds and writing checks as necessary.

d. Utilize donated funds to secure Liability insurance and name vendor as additionally insured.

4. **City of Texarkana, Texas Responsibilities:**

a. Collaborate with the team in presenting the Airshow

b. Assist with fundraising activities to secure necessary funds for the Airshow.

c. Secure Liability insurance and name vendor as additionally insured.

5. **Joint Responsibilities:**

a. Any additional funds generated from the Airshow will be earmarked for future airshow events, facilitating their sustainability.

b. In the event of a deficit, the Airshow will be subject to descoping or cancellation by December 2025.

-Donor funds will be returned less any expenses that occurred.

c. In the case of the determination that no future airshow will be conducted, any excess funds remaining after necessary expenses will be allocated as follows:

- 10% for the City of Texarkana, Arkansas as an administration fee.

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

- The remainder to be distributed to the Airport for further development and enhancement.

This MOU shall commence upon the signatures of all Parties involved and shall remain in effect until the successful completion of the Airshow event in 2026. Any amendments or modifications to this MOU shall require written consent from all Parties.

7-2-24

[Signature and Date - Texarkana Regional Airport]

2Jul24

[Signature and Date - Texarkana College]

7-1-2024

[Signature and Date - City of Texarkana, Arkansas]

7-17-24

[Signature and Date - City of Texarkana, Texas]

Attachment: 2025-087 ATTH 01 MOU for Airshow signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

RESOLUTION NO. 2025-087

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING AN EXPENDITURE OF FUNDS NOT TO EXCEED FIFTY THOUSAND DOLLARS ($50,000) WITH FUNDS BUDGETED IN THE HOTEL OCCUPANCY TAX FUND (FUND 212) FOR COSTS ASSOCIATED WITH THE TEXARKANA REGIONAL AIRPORT AIR SHOW, IN COORDINATION WITH A MEMORANDUM OF UNDERSTANDING BETWEEN THE TEXARKANA REGIONAL AIRPORT, TEXARKANA COLLEGE, AND THE CITIES OF TEXARKANA, TEXAS AND ARKANSAS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana Regional Airport Air Show serves as a significant community event promoting tourism, economic development, and civic pride; and

WHEREAS, the event is being coordinated under the terms of a Memorandum of Understanding (MOU) previously approved by council, by Resolution No. 2024-083, and signed between the Texarkana Regional Airport, Texarkana College, and the Cities of Texarkana, Texas and Arkansas, which outlines the roles and responsibilities of each party in hosting the 2026 airshow; and

WHEREAS, the MOU confirms that the Airport and associated cities shall not bear financial responsibility for the airshow, but supports contributions from each party for planning, promotion, and insurance purposes; and

WHEREAS, the City of Texarkana, Texas, intends to support this regional event by authorizing an expenditure of funds in an amount not to exceed $50,000 from hotel occupancy tax revenue; and

WHEREAS, these funds are budgeted in the Hotel Occupancy Tax Fund (Fund 212) for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

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

SECTION 1: The City Council hereby authorizes the City Manager or designee to appropriate and expend an amount not to exceed Fifty Thousand Dollars ($50,000), from

Attachment: 2025-087 RES Air Show Expenditure signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

funds budgeted in the Hotel Occupancy Tax Fund (Fund 212), for costs associated with the planning, execution, and promotion of the Texarkana Regional Airport Air Show, and to execute all necessary agreements, contracts, and related documents in accordance with the Memorandum of Understanding.

SECTION 2: This resolution shall be construed as a delegation of authority for the purpose stated herein and shall not require additional approval from the City Council, provided the expenditure remains within the authorized amount and complies with applicable procurement laws and the terms of the MOU.

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-087 RES Air Show Expenditure signed (4525 : 2025-087 RES Authorizing Expenditure for Air Show)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 5/30/2025 3:07 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2025-088 authorizing an expenditure for an amount not to exceed $50,000 for the Red River Lone Star Support Committee in support of Red River Army Depot with funds budgeted in the Economic Development Fund (Fund 223).

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

N/A

Executive Summary and Background Information:

The City allocates $25,000 annually from Economic Development Funds for the Red River Lone Star Support Committee. This committee works to support the mission of Red River Army Depot and the impact it makes on the Texarkana community and the nation. The City recently received a letter from the committee requesting that current supporters double the annual contribution. Red River Army Depot employs over 3,200 personnel and supports more than 8,000 jobs across Texas, Arkansas, Louisiana, and Oklahoma, delivering $1.6 billion in annual economic impact according to the 2023 Texas Comptroller's Report. This resolution would authorize the City Manager to double the annual contribution from $25,000 to $50,000. Funds are available in the Economic Development Fund (Fund 223).

Potential Options:

- Approve
- Deny

Fiscal Implications:

Funds are available in the Economic Development Fund (Fund 223)

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

N/A

Board/Committee Recommendation:

N/A

Advisory Board/Committee Meeting Date and Minutes:

N/A

Attachments

a. 2025-088 RES Authorizing Red River Lone Star Expenditure (DOCX)
b. 2025-088 ATTH 01 Military Affairs Letter (PDF)
c. 2025-088 Goals & Perspectives (DOCX)
d. 2025-088 RES Millitary Affairs Expenditure signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	05/29/2025 11:35 AM
Finance Department	Kristin Peeples	Finance Review	Completed	05/29/2025 11:35 AM
City Manager	David Orr	City Manager Review	Completed	05/29/2025 1:24 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-088

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING AN EXPENDITURE OF FUNDS NOT TO EXCEED FIFTY THOUSAND DOLLARS ($50,000) FOR THE RED RIVER LONE STAR SUPPORT COMMITTEE IN SUPPORT OF RED RIVER ARMY DEPOT WITH FUNDS BUDGETED IN THE ECONOMIC DEVELOPMENT FUND (FUND 223), AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, allocates $25,000 annually for the Red River Lone Star Support Committee; and

WHEREAS, this committee works to support the mission of Red River Army Depot and the impact it makes on the Texarkana community and the nation; and

WHEREAS, Red River Army Depot employs 3,200 personnel and supports more than 8,000 jobs across Texas, Arkansas, Louisiana, and Oklahoma, delivering $1.6 billion in annual economic impact according to the 2023 Texas Comptroller's Report; and

WHEREAS, the City recently received a request from the committee to double the annual contribution from $25,000 to $50,000; and

WHEREAS, these funds are budgeted in the Economic Development Fund (Fund 223) for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

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

SECTION 1: The City Council hereby authorizes the City Manager or designee to appropriate and expend an amount not to exceed Fifty Thousand Dollars ($50,000), from funds budgeted in the Economic Development Fund (Fund 223), for the Red River Lone Star Support Committee in support of Red River Army Depot.

SECTION 2: This resolution shall be construed as a delegation of authority for the purpose stated herein and shall not require additional approval from the City Council, provided the expenditure remains within the authorized amount and complies with applicable procurement laws.

Attachment: 2025-088 RES Authorizing Red River Lone Star Expenditure (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

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

PASSED AND APPROVED in Regular Council Session on this **9th day of June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-088 RES Authorizing Red River Lone Star Expenditure (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

Texarkana USA
CHAMBER OF COMMERCE

Attachment: 2025-088 ATTH 01 Military Affairs Letter (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

May 27, 2025

Dear Community Leader,

As proud citizens of the Texarkana region and passionate supporters of our military infrastructure, we are writing to ask for your **renewed and increased support for the Red River Army Depot (RRAD)**—a vital institution not only for our national security but for the economic strength of our entire region.

In these uncertain times, as our nation faces evolving defense needs and shifting priorities, one thing remains crystal clear: **Red River Army Depot must remain a cornerstone of American readiness and resilience.** The recently issued National Defense Strategy affirms the urgency of strengthening our defense industrial base—and RRAD is uniquely positioned to help lead that charge.

RRAD is far more than a depot—it is a national asset. Situated just outside Texarkana, RRAD employs over 3,200 personnel and supports more than **8,000 jobs across Texas, Arkansas, Louisiana, and Oklahoma**, delivering **$1.6 billion in annual economic impact**, according to the 2023 Texas Comptroller's Report. With advanced capabilities in tactical vehicle maintenance, logistics, and emerging technologies like 3D printing, RRAD is essential to our military's ability to respond quickly and effectively to global threats.

Just as RRAD supports our nation, **now is the time for us to support RRAD.**
That is why we are asking for your **monetary contribution today—and if you are already a supporter, we encourage you to double your giving** in response to the challenges ahead. Every dollar raised will strengthen the depot's position, amplify our advocacy efforts, and reinforce our region's commitment to national defense.

Why Your Support Matters:

- RRAD generates its own revenue and **operates with private-sector efficiency**, reducing taxpayer burden.
- Local institutions like **Texarkana College and Texas A&M–Texarkana** are directly involved in workforce training and innovation.
- Community investment already includes **$32 million for a new Wastewater Treatment Plant** and support for a **$498 million Regional Water Treatment Plant**—proof of what we can achieve when we unite behind RRAD.

- Every job at RRAD fuels countless others in our cities and towns, pumping **hundreds of millions in disposable income** into our local economies.

We need your leadership now more than ever. Your financial gift—whether it's your first or an increase to your ongoing support—will send a clear message to decision-makers at every level: **Red River Army Depot is essential, and this community will fight for it.**

Please consider making your contribution today. For information on how to give, to request an invoice, or to speak with us directly about supporting this mission, contact Kyle Dooley at 903-831-0091, 903-701-2218, or kyledooley@rwrd.org. Checks should be made out to the "Red River Lone Star Support Committee" and may be mailed to 228A Texas Ave, New Boston, TX 75570.

Together, we will rise to meet the moment—just as RRAD has done for generations. Thank you for standing with us, with our service members, and with the future of national defense.

With sincere gratitude,

Military Affairs Committee

Attachment: 2025-088 ATTH 01 Military Affairs Letter (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

City of Texarkana, Texas

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

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

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

Attachment: 2025-088 Goals & Perspectives (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

RESOLUTION NO. 2025-088

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING AN EXPENDITURE OF FUNDS NOT TO EXCEED FIFTY THOUSAND DOLLARS ($50,000) FOR THE RED RIVER LONE STAR SUPPORT COMMITTEE IN SUPPORT OF RED RIVER ARMY DEPOT WITH FUNDS BUDGETED IN THE ECONOMIC DEVELOPMENT FUND (FUND 223), AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, allocates $25,000 annually for the Red River Lone Star Support Committee; and

WHEREAS, this committee works to support the mission of Red River Army Depot and the impact it makes on the Texarkana community and the nation; and

WHEREAS, Red River Army Depot employs 3,200 personnel and supports more than 8,000 jobs across Texas, Arkansas, Louisiana, and Oklahoma, delivering $1.6 billion in annual economic impact according to the 2023 Texas Comptroller's Report; and

WHEREAS, the City recently received a request from the committee to double the annual contribution from $25,000 to $50,000; and

WHEREAS, these funds are budgeted in the Economic Development Fund (Fund 223) for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

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

SECTION 1: The City Council hereby authorizes the City Manager or designee to appropriate and expend an amount not to exceed Fifty Thousand Dollars ($50,000), from funds budgeted in the Economic Development Fund (Fund 223), for the Red River Lone Star Support Committee in support of Red River Army Depot.

SECTION 2: This resolution shall be construed as a delegation of authority for the purpose stated herein and shall not require additional approval from the City Council, provided the expenditure remains within the authorized amount and complies with applicable procurement laws.

Attachment: 2025-088 RES Millitary Affairs Expenditure signed (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

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

PASSED AND APPROVED in Regular Council Session on this **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18p.m.

Attachment: 2025-088 RES Military Affairs Expenditure signed (4526 : 2025-088 RES Authorizing Expenditure for Military Affairs)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/6/2025 9:59 AM

Lead Department: Planning and Community Development **Action Officer:** Vashil Fernandez, PCD Director

Subject: Resolution No. 2025-093 authorizing the City Manager to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of four (4) homes selected under the Texas Department of Housing and Community Affairs (TDHCA) HOME Program.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

The Emergency Solutions Grant (ESG) program is a federally funded program administered by TDHCA. ESG funds are designed to:

- Prevent homelessness for individuals and families at risk of losing their housing.
- Rapidly rehouse individuals and families who are already experiencing homelessness.
- Provide essential services and support through outreach and case management.
- Support emergency shelter operations when needed.

Texarkana continues to see growing demand for homelessness services due to various factors. ESG funds provide a vital opportunity to strengthen the local safety net and expand effective, evidence-based strategies to address housing insecurity.

The City has previously partnered with nonprofit service providers to implement ESG activities and plans to continue doing so through this application cycle. The resolution authorizes City staff to move forward with application development and coordination with eligible agencies.

Potential Options:

- Approve
- Deny

Fiscal Implications:

No direct fiscal impact to the City's general fund. Match will be fulfilled with staff time and other eligible grant contributions.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-093 RES Approving HOME Program contractor (JSG Homes) (DOCX)
b. 2025-093 Goals & Perspectives (DOCX)
c. 2025-093 RES HOME prog. contractor (JSG) signed (PDF)

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review Completed	06/05/2025 3:38 PM
City Manager	David Orr	City Manager Review	Completed	06/06/2025 9:11 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

Attachment: 2025-093 RES Approving HOME Program contractor (JSG Homes) (4534 : 2025-093 RES Approving HOME Program Contractor)

RESOLUTION NO. 2025-093

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JSG HOMES, LLC OF ATLANTA, TEXAS, FOR THE RECONSTRUCTION OF FOUR (4) HOMES SELECTED UNDER THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, participates in the Texas Department of Housing and Community Affairs (TDHCA) Homeowner Reconstruction Assistance (HRA) program; and

WHEREAS, the City contracted with KBB Consulting, LLC in May 2023 to administer the TDHCA HOME Program; and

WHEREAS, four (4) homes have been selected for reconstruction under the HOME Program through a competitive process; and

WHEREAS, JSG Homes, LLC of Atlanta, Texas, was selected as the lowest, responsive, and responsible bidder to perform the reconstruction work for all four (4) homes; and

WHEREAS, the reconstruction of these homes will be funded by TDHCA HOME funds and the City's required 15% match, which has been allocated from the Home Program Fund (Fund 209).

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

SECTION 1. The City Manager is hereby authorized to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of four (4) homes identified under the TDHCA HOME Program in accordance with bid specifications.

SECTION 2. The homes to be reconstructed are located at:

- 3207 Austin Street (Match Required)
- 1803 Buchanan
- 525 Griffin Street (Match Required)
- 1809 W 5th Street

SECTION 3. Funds for this project, including the required local match, are available in the Home Program Fund (Fund 209).

SECTION 4. This Resolution supplements Resolution No. 2024-142.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-093 RES Approving HOME Program contractor (JSG Homes) (4534 : 2025-093 RES Approving HOME Program Contractor)

City of Texarkana, Texas

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

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

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

Attachment: 2025-093 Goals & Perspectives (4534 : 2025-093 RES Approving HOME Program Contractor)

RESOLUTION NO. 2025-093

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JSG HOMES, LLC OF ATLANTA, TEXAS, FOR THE RECONSTRUCTION OF FOUR (4) HOMES SELECTED UNDER THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, participates in the Texas Department of Housing and Community Affairs (TDHCA) Homeowner Reconstruction Assistance (HRA) program; and

WHEREAS, the City contracted with KBB Consulting, LLC in May 2023 to administer the TDHCA HOME Program; and

WHEREAS, four (4) homes have been selected for reconstruction under the HOME Program through a competitive process; and

WHEREAS, JSG Homes, LLC of Atlanta, Texas, was selected as the lowest, responsive, and responsible bidder to perform the reconstruction work for all four (4) homes; and

WHEREAS, the reconstruction of these homes will be funded by TDHCA HOME funds and the City's required 15% match, which has been allocated from the Home Program Fund (Fund 209).

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

SECTION 1. The City Manager is hereby authorized to execute a contract with JSG Homes, LLC of Atlanta, Texas, for the reconstruction of four (4) homes identified under the TDHCA HOME Program in accordance with bid specifications.

SECTION 2. The homes to be reconstructed are located at:

- 3207 Austin Street (Match Required)
- 1803 Buchanan
- 525 Griffin Street (Match Required)
- 1809 W 5th Street

Attachment: 2025-093 RES HOME prog. contractor (JSG) signed (4534 : 2025-093 RES Approving HOME Program Contractor)

SECTION 3. Funds for this project, including the required local match, are available in the Home Program Fund (Fund 209).

SECTION 4. This Resolution supplements Resolution No. 2024-142.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18 p.m.

Attachment: 2025-093 RES HOME prog. contractor (JSG) signed (4534 : 2025-093 RES Approving HOME Program Contractor)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 6/6/2025 10:01 AM

Lead Department: Planning and Community Development **Action Officer:** Vashil Fernandez, PCD Director

Subject: Resolution No. 2025-094 supporting the application for Emergency Solutions Grant homelessness prevention funds.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

The Emergency Solutions Grant (ESG) program is a federally funded program administered by TDHCA. ESG funds are designed to:

- Prevent homelessness for individuals and families at risk of losing their housing.
- Rapidly rehouse individuals and families who are already experiencing homelessness.
- Provide essential services and support through outreach and case management.
- Support emergency shelter operations when needed.

Texarkana continues to see growing demand for homelessness services due to various factors. ESG funds provide a vital opportunity to strengthen the local safety net and expand effective, evidence-based strategies to address housing insecurity.

The City has previously partnered with nonprofit service providers to implement ESG activities and plans to continue doing so through this application cycle. The resolution authorizes City staff to move forward with application development and coordination with eligible agencies.

Potential Options:

- Approve
- Deny

Fiscal Implications:

No direct fiscal impact to the City's general fund. Match will be fulfilled with staff time and other eligible grant contributions.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-094 RES Supporting ESG-HP Funds Application
b. 2025-094 Goals & Perspectives (DOCX)
c. 2025-094 ATTH O1 Funds Utilization (DOCX)
d. 2025-094 RES ESG Funds App signed (PDF)

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review Completed	06/05/2025 3:38 PM
City Manager	David Orr	City Manager Review	Completed	06/06/2025 9:11 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

Public Information Plan:

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

Other:

Attachment: 2025-094 Goals & Perspectives (4535 : 2025-094 RES Supporting ESG-HP Funds Application)

TDHCA Homeless Prevention Funds Utilization Statement

City of Texarkana, TX

The City of Texarkana, Texas is requesting $200,000 in Homeless Prevention funding through the Texas Department of Housing and Community Affairs (TDHCA) Emergency Solutions Grant (ESG) program. These funds will be used to implement targeted strategies that provide critical support for individuals and families at imminent risk of homelessness. By focusing on short- and medium-term rental assistance and utility payment support, this program aims to stabilize housing situations before they escalate into crises.

A portion of the requested funds will be allocated as follows: $24,000 will support participation in the Homeless Management Information System (HMIS), ensuring proper data tracking, service coordination, and performance measurement. This data-driven approach enhances transparency, allows for better service delivery, and meets HUD reporting requirements. Additionally, $6,000 will be used to cover administrative costs associated with grant compliance, reporting, and oversight to ensure efficient and responsible management of public funds.

The remaining program funds will be used to provide tenant-based rental assistance and utility deposits/payments for qualifying households. This direct support will offer immediate relief to residents of Texarkana and will be complemented by the efforts of partner organizations offering housing stabilization case management, budget counseling, and referrals to additional community resources. These supportive services are essential to preventing evictions, reducing dependence on emergency shelters, and helping our most vulnerable neighbors remain stably housed.

By intervening early and holistically, the City of Texarkana's Homeless Prevention Program seeks not only to reduce the incidence of homelessness but also to promote long-term housing stability, preserve human dignity, and reduce the strain on public systems. This $200,000 grant will provide an immediate and measurable impact, supporting the City's broader commitment to creating a safe, healthy, and inclusive community for all.

Attachment: 2025-094 ATTH O1 Funds Utilization (4535 : 2025-094 RES Supporting ESG-HP Funds Application)

RESOLUTION NO. 2025-094

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, SUPPORTING THE APPLICATION FOR EMERGENCY SOLUTIONS GRANT HOMELESSNESS PREVENTION FUNDS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, recognizes the critical need for programs and services that prevent homelessness and assist individuals and families in maintaining or securing stable housing; and

WHEREAS, the Texas Department of Housing and Community Affairs (TDHCA) administers Emergency Solutions Grant (ESG) funds made available through the U.S. Department of Housing and Urban Development (HUD) to provide financial support for programs that address homelessness, including homelessness prevention, rapid rehousing, outreach, and shelter operations; and

WHEREAS, the City of Texarkana is eligible to support and submit an application for ESG funds through a designated subrecipient or regional partner agency in order to enhance and expand local efforts to serve individuals and families at risk of or currently experiencing homelessness; and

WHEREAS, it is in the best interest of the citizens of Texarkana to pursue available funding to strengthen homelessness prevention strategies and improve the overall quality of life in the community.

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

SECTION 1. The City Council hereby expresses its support for the submission of an application for Emergency Solutions Grant (ESG) funds through the Texas Department of Housing and Community Affairs to be used for homelessness prevention, within the City of Texarkana.

SECTION 2. The City Manager, or designee, is hereby authorized to take all necessary actions, including entering into agreements or partnerships with eligible nonprofit organizations, to prepare, submit, and administer the ESG application and any resulting awards in accordance with program requirements.

Attachment: 2025-094 RES ESG Funds App signed (4535 : 2025-094 RES Supporting ESG-HP Funds Application)

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

PASSED AND APPROVED in Regular Council Session this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:18p.m.

Attachment: 2025-094 RES ESG Funds App signed (4535 : 2025-094 RES Supporting ESG-HP Funds Application)

City of Texarkana, Texas

Version: B

Briefing Sheet

Update Date: 6/5/2025 3:24 PM

Lead Department: City Manager **Action Officer:** Chiquita Burks, City Management Fellow

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

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Updates/History of Briefing:

The Council was briefed on this proposed ordinance during the May 12, 2025, City Council meeting. The ordinance form has been reformatted for inclusion, if approved, in the City Code.

Executive Summary and Background Information:

This ordinance grants the City Manager supervision of filming and establishing guidelines to become a film friendly Texas Certified Community to promote economic development activity within the City, as it pertains to filming commercial, movie, or television series projects within the vicinity of Texarkana, Texas.

Potential Options:

- Accept the Ordinance as presented
- Reject the Ordinance as presented

Fiscal Implications:

(N/A)

Staff Recommendation:

Staff recommends approval of this Ordinance.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-060 ORD Film Friendly Texas v3 (DOCX)
b. 2025-060 Goals & Perspectives (DOCX)
c. 2025-060 ATTH 01 Guidelines for Filming in Texarkana (DOCX)
d. 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (PDF)
e. 2025-060 ORD Film Friendly Texas signed (PDF)

Staff Coordination

City Manager	Chiquita Burks	Department Head Review	Completed	05/09/2025 12:18 PM
City Manager	Jennifer Evans	City Manager Review	Skipped	05/12/2025 6:00 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

05/12/25	City Council	MOVED FORWARD	Next: 06/09/25

ORDINANCE NO. 2025-060

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ESTABLISHING GUIDELINES TO BECOME A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY BY AMENDING THE CODE OF ORDINANCES OF THE CITY OF TEXARKANA, TEXAS, ADDING ARTICLE IV – "FILM FRIENDLY TEXAS - TEXARKANA" – TO CHAPTER 2, "ADMINISTRATIVE"; AUTHORIZING THE CITY MANAGER TO SECURE CERTIFICATION FROM THE TEXAS FILM COMMISSION AS A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY, TO OVERSEE FILMING, AND TO ESTABLISH ADDITIONAL REGULATIONS FOR PROMOTION OF ECONOMIC DEVELOPMENT ACTIVITY PERTAINING TO FILMING COMMERCIAL, MOVIE, OR TELEVISION SERIES PROJECTS WITHIN THE CORPORATE LIMITS OF THE CITY OF TEXARKANA, TEXAS; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, established in 2007, the Film Friendly Texas (FFTX) program is a certification and marketing program administrated by the Texas Film Commission: FFTX Certified Communities receive ongoing training and guidance from the Texas Film Commission regarding media industry standards, best practices and how to effectively accommodate media production in their communities; the Film Friendly Texas program serves as an invaluable resource that helps position Texas as a premier destination for media production; and participation in the FFTX program provides Texas communities with a network for fostering media production in their municipalities and sends a clear message to media industry professionals that Film Friendly Texas Certified Communities are serious about attracting their business; and

WHEREAS, the guidelines contained in this ordinance are intended to create a program for promoting economic development activity within the city and the vicinity of the city, and to protect the personal and property rights of city residents and businesses, and to promote the public health, safety, and welfare; and the City Manager or designee reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager or designee; and

WHEREAS, these guidelines cover requests for commercial use of city-owned property (including but not limited to streets, rights-of-way or public buildings), commercial use of private property, the use of city equipment, and personnel in all types of motion picture productions, including, but not limited to, feature films, television programs, commercials, music videos, and corporate films. The applicant agrees that the city shall have exclusive authority to grant the applicant the use of public streets, rights-of-way, parks and public buildings of the city, as well as authority to regulate the hours of production and the general location of the production. The city reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety, or welfare; and

WHEREAS, the applicant shall allow city departments (i.e. Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with filming and taping, as deemed appropriate by the City Manager or designee; and

WHEREAS, before filing an application with the city, the office of the City Manager must be contacted to discuss specific filming requirements and the feasibility of filming in the city; and

WHEREAS, any commercial producer who desires to undertake a commercial production in the city is required to complete and return an application for filming to the office of the City Manager, within specific time frames. Commercial or episodic television need a minimum of two (2) days prior to the commencement

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

of filming. Feature films need a minimum of five (5) days prior to the commencement of filming, and a non-refundable application processing fee of twenty-five dollars ($25) shall accompany each application for filming. The City Manager or designee may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager or designee; and

WHEREAS, the applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant. The applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager or designee, in consultation with the chief of police or fire chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare; and

WHEREAS, the City Manager or designee may authorize the use of any street, right-of-way, park, public building, use of the city name, trademark or logo, use of city equipment, or personnel for commercial use in motion picture production. The applicant shall reimburse the city for inconvenience when using public property. The rate for reimbursement to the city is as follows: use of city parking lots, parking areas, and city streets is fifty dollars per day ($50); and

WHEREAS, upon request for sanitation, the applicant must obtain approval from the city for cleaning/sanitation arrangements and shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including the proposed hours, use, and parking locations. On-street parking or use of public parking lots is subject to city approval. Exterior lighting, power generators, or any other noise or light-producing equipment requires approval of the City Manager or designee; and

WHEREAS, unless written permission has been given by the City Manager, the hours of filming are Monday through Friday, 7:00 am to 9:00 pm, and weekends will be 8:00 am to 8:00 pm. The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses, and phone numbers. The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage; and

WHEREAS, the applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

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

SECTION 1: The Code of Ordinances of the City of Texarkana, Zoning Code, is hereby amended to add Article IV – "Film Friendly Texas" – to Chapter 2, "Administration", as follows:

ARTICLE IV. - FILM FRIENDLY TEXAS – TEXARKANA

Sec 2-93.- City Manager Authority

(a) The city council authorizes the city manager to oversee the filming specifics while hosting filming crews.

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

Sec 2-94.- Scope of article

(a) This article is intended to assist in promoting economic vitality while hosting production crews in the area.
(b) The requirements of this article are intended to protect the personal and property rights of tenants, residents, city officials, law enforcement, fire patrol, and businesses.
(c) The city manager or designee reserves the right to impose additional regulations in the interest of public health, safety, and welfare.

Sec 2-95.- Use of city owned property

(a) Request for use of city owned property includes public roads, rights-of-way, public buildings, use of commercial property, use of city equipment, and personnel.
(b) The applicant agrees that the city shall have exclusive authority to grant the applicant use of public streets, rights-of-way, parks, public buildings and streets.
(c) The city also has authority to regulate hours of productions and general location of the production.
(d) The city reserves the right to prohibit or to order a cessation of filming in order to promote public health, safety or welfare.

Sec 2-96.- Inspections

(a) The applicant shall allow city departments to inspect all structures, property, devices and equipment to be used in connection with the filming, taping, as deemed appropriate by the city manager or designee.
(b) Before filing an application with the city, the applicant must contact the office of the city manager to discuss the filming specifics of the project.

Sec 2-97.- Application

(a) Any commercial producer who desires to undertake a commercial production of the city must complete and return the application for filming to the office of the city manager.
(b) For commercial or episodic filming, the applicant must return the application before a minimum of 2 days before the commencement of filming.
(c) Feature films must return the application a minimum of 5 days prior to the commencement of filming, along with a non-refundable application fee of twenty-five dollars ($25.00).
(d) The city manager or designee may waive this fee upon proof of an organization's non-profit status, or any other reason deemed appropriate by the city manager.

Sec 2-98.- Use of public employees

(a) The applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant.
(b) The applicant shall pay all costs within ten days after receipt of invoice for said costs.
(c) The city manager or designee, in consultation with the chief of police and/or fire chief, shall have the authority to stipulate additional police or fire requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare.

Sec 2-99.- Authorizing use of city property

(a) The city manager or designee may authorize the use of any street, right-of-way, park or public building, use of the city name, trademark or logo, and/or use of city equipment, and/or personnel for commercial use in motion picture production.
(b) The applicant shall reimburse the City for inconvenience when using public property.
(c) Use of city parking lots, parking areas, and city streets is fifty dollars ($50.00) per day.

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

Sec 2-100.- Sanitation

(a) Upon request for sanitation, the applicant must obtain approval from the City for the cleaning/sanitation arrangements.
(b) The applicant shall also provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours and used parking locations.
(c) On street parking or use of public parking lots is subject to city approval
(d) Exterior lighting, power generators, or any other noise or light producing equipment requires approval of the city manager.

Sec 2-101.- Hours of filming

(a) The hours of filming are Monday through Friday, 7:00 am to 9:00 pm and weekends will be 8:00 am to 8:00 pm.
(b) The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses and phone numbers.
(c) The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage.

Sec 2-102.- Hold Harmless Agreement

(a) The applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right of way, or equipment in conjunction with the permitted use.

SECTION 2: The City Manager or designee is authorized to secure Film Friendly Texas certification from the Texas Film Commission and to oversee all commercial filming within the corporate limits of the City of Texarkana, Texas. All production firms and their designees must follow City Code and the direction of the City Manager or designee to ensure the health, safety, well-being, and economic vitality of the citizens, employees, elected officials, and first responders of the City of Texarkana, Texas, and the production firm and its designees.

SECTION 3: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

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

PASSED AND APPROVED in Regular Council Session on the **9th day of June, 2025**.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECERTARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-060 ORD Film Friendly Texas v3 [Revision 2] (4511 : 2025-060 ORD Film Friendly)

City of Texarkana, Texas

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

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

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

Attachment: 2025-060 Goals & Perspectives (4511 : 2025-060 ORD Film Friendly)

Guidelines for Filming in **Texarkana, Texas**

I. Purpose

II. City Control/City Manager Authority

III. Permit Requirements and Fees

IV. Application Fee

V. Use of City Equipment and Personnel

VI. Use of City-Owned Real Estate

VII. Vehicles and Equipment

VIII. Hours of Filming

IX. Notification of Neighbors

X. Certificate of Insurance

XI. Damage to Public or Private Property

XII. Hold Harmless Agreement

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

Presented by Texarkana, Texas City Manager Office

Guidelines for Filming in Texarkana, Texas

I. Purpose

The Guidelines contained in this policy are intended to create a program for promoting economic development activity within Texarkana and the vicinity of the City. The guidelines are intended to protect the personal or property rights of Texarkana, Texas residents, and businesses; as well as promote public health, safety, and welfare.

These guidelines cover requests for commercial use of City-owned property (streets, rights-of-way, parks and/or public buildings, etc.). Commercial use of private property which may affect adjacent public or private property and the use of City equipment and personnel. Including but not limited to feature films, television programs, commercials, music videos, and corporate films.

II. City Control/City Manager Authority

The City Manager or designee of Texarkana may authorize the use of any street, right-of-way, park, public building, equipment, or personnel for commercial uses in the filming or taping of movies, television programs, commercials training films, and related activities. In conjunction, the City Manager or designee may require that any or all of the conditions and/or remuneration herein and as specified on the application be met as a prerequisite to that use.

The applicant agrees that the city of Texarkana shall have exclusive authority to grant the applicant the use of public streets, rights-of-way, parks, and public buildings of the City, as well as the authority to regulate the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming to promote public health, safety, or welfare.

The Applicant shall allow the City of Texarkana department (i.e. Police, Fire, Building) to inspect all structures, property, devices, and equipment to be used in connection with the filming and taping, as deemed appropriate by the City Manager or designee.

III. Permit Requirements and Fees

Before applying for filming in Texarkana, the Office of the City Manager must be contacted to discuss the production's specific filming requirements and the feasibility of filming in Texarkana, Texas. Any commercial producer who desires to undertake a commercial production in Texarkana, Texas is

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

required to complete and return the attached application for filming to the Office of the City Manager, within the time frames below:

- **Commercial or episodic television**: a minimum of two (2) business days before the commencement of filming or any substantial related to the project.
- **Feature films**: a minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

IV. Application Fee

An application processing fee of $25.00 should accompany each application for filming in Texarkana. The City Manager may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager.

V. Use of City Equipment and Personnel

The Applicant shall pay for all costs of any Police, Fire, Public Works, or other City Personnel assigned to the project (whether or not specifically requested by the production). Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Manager or designee. The Applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager or designee may, at his/her discretion, require an advance deposit for all costs related to City personnel and/or the use of City equipment.

The City Manager or designee, in consultation with the Chief of Police and /or Fire Chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for the same, at any time during a film project if it is determined to be in the best interest of public health, safety, and welfare, which cost shall be paid entirely by the applicant.

Off-duty police officers and firefighters shall be paid by the production company at a rate no less than one and one-half times their hourly rate.

VI. Use of City-Owned Real Estate

The City Manager or designee may authorize the use of any street, right-of-way, park, or public building, use of Texarkana, Texas name, trademark, or logo, and/or use of City equipment and/or personnel for commercial uses in motion picture production. In conjunction with these uses, the City Manager may require that any or all conditions and/or remuneration as specified herein and on the application be met as a prerequisite to that use. A security or damage deposit may be required at the discretion of the City Manager.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

The Applicant shall reimburse the City for inconveniences when using public property. Following is the rate schedule:

Activity	Cost per calendar day:
Use of city parking lots, parking areas, and City streets (for parking film trailers, busses, catering trucks, and other large vehicles)	$50

Applicant acknowledges and agrees that the City of Texarkana, Texas, possesses and retains exclusive authority to grant Applicant a revocable license for the use of its name trademark, logo, public streets, rights-of-way, parks, and buildings of the City as well as control over the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming activity.

To leave the City-owned property in as good condition as when received, the Applicant is responsible for and must provide professional cleaning and/or sanitation services upon completion of work, if the City requests such cleaning and/or sanitation services at any time. Upon such a request by the City, the Applicant must obtain approval from the City for the Applicant's arrangements for cleaning and/or sanitation services (which will not be unreasonably withheld). The City may require such approval before the use of the City-owned property or Production activity begins.

VII. Vehicles and Equipment

The Applicant shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours of use and proposed parking locations. Such locations will need to be specifically approved by the City Manager. On-street parking or use of public parking lots is subject to City approval. The use of exterior lighting, power generators, or any other noise- or light-producing equipment requires on-site approval of the City Manager.

VIII. Hours of Filming

Unless explicitly written permission has been obtained from the City Manager or designee in advance, and affected property owners, tenants, and residents have been notified, filming will be limited to the following hours:

Monday through Friday: 7:00 a.m. to 9:00 p.m.
Saturday, Sunday, and holidays: 8:00 a.m. to 8:00 p.m.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)

IX. Notification of Neighbors

The Applicant shall provide a short, written description, approved by the City Manager, of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s). The Applicant, or his or her designee, shall make a good faith effort to notify each owner, tenant, and resident of all such property and shall submit, as part of this application, a report noting owners, tenants, and/or residents' comments, along with their signature's, addresses and phone numbers. Based upon this community feedback, and other appropriate factors considered by the City Manager, the City Manager or designee may grant or deny the filming application.

X. Certificate of Insurance

The Applicant shall attach a valid certificate of insurance, issued by a company authorized to conduct business in the state of Texas, naming the City of Texarkana, Texas, and its agents, officers, elected officials, employees, and assigns, as additional insured in an amount not less than $1,000,000 general liability, including bodily injury and property damage with a $1,000,000 umbrella; and automobile liability (if applicable) in an amount not less than $1,000,000 including bodily injury and property damage.

XI. Damage to Public or Private Property

The Applicant shall pay in full, within ten (10) days of receipt of proof an invoice, the costs of repair for any damage to public or private property, resulting from or in connection with, the production, and restore the property to its original condition before the production, or to better than original condition.

XII. Hold Harmless Agreement

The Applicant shall sign a Hold Harmless Agreement holding the City harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

Attachment: 2025-060 ATTH 01 Guidelines for Filming in Texarkana (4511 : 2025-060 ORD Film Friendly)



Texas Film Commission: Making Texarkana a Film Friendly Community

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

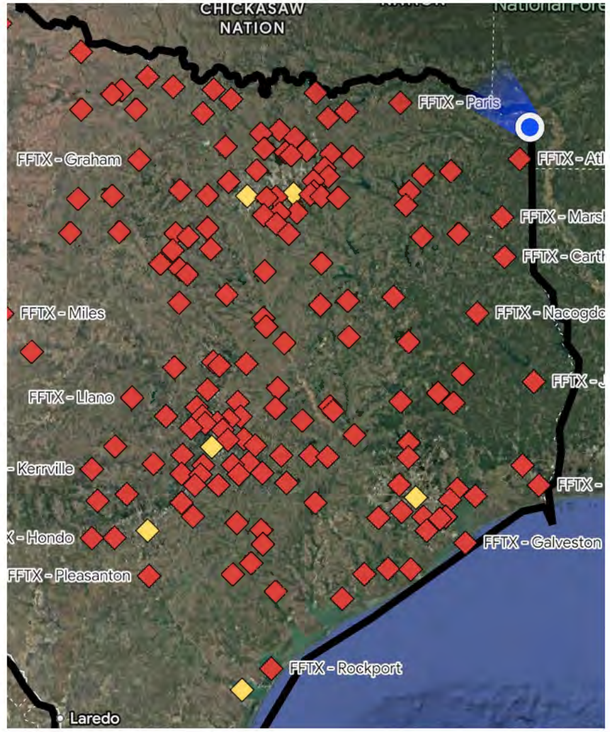
What is a Film Friendly Texas Designation?

- A Film Friendly Texas (FFTX) certificate is awarded by the Texas Film Commission through the Governers Office of Texas.
- The FFTX designation signals to producers and filmmakers that our community is film-ready and eager to welcome productions to the area.
- This certification is guidance for our community when hosting film makers and producers. As well as having strict guidelines for production crews that will make the commencement of filming much smoother.

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Why should Texarkana be a Film Friendly Texas Community?

- Many of our East Texas Neighbors are FFTX certified
- Tyler, Pittsburg, Marshall and Winnsboro have all received their FFTX certification and have already hosted filming crews in their areas.
- With its scenic parks, infrastructure, and vibrant Arts & Historic District, Texarkana offers the perfect backdrop for film productions.



*FFTX Communities of East Texas

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

How does Texarkana become Film Friendly Certified?

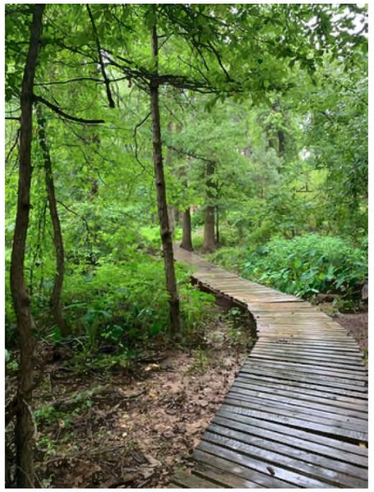
- Attendance to a “How to become a Film Friendly Texas certified community” workshop
- Establishing a dedicated Film Friendly liaison within the community is a key requirement for obtaining certification, ensuring seamless collaboration between filmmakers and local stakeholders.
- Lastly, submission of locations photos that could be featured in a film.



Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Examples of Submitted Locations















Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

How can we ensure a great experience for our community while welcoming production crews?

- Ensuring all residents in the surrounding area of filming are notified before the commencement of filming
- Having strict hours of filming during the week and weekend
- Ensuring that film crews provide sanitation services following production



Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

How would a Film Friendly Texas certification benefit our community?

- Large production crews for TV and film would bring business to our local economy
- Film crews can have anywhere from fifty to five hundred crew members
- Crews need a place to eat, sleep and shop while they are filming; therefore, it would add to our sales tax revenue as well as our Hotel Occupancy Tax.
- This designation would give Texarkana a reputation of being a sufficient and thriving community for digital media



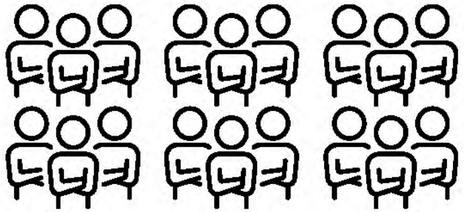


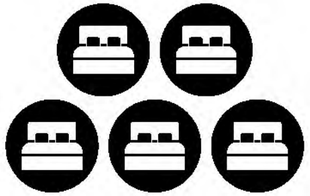


Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Estimated Impact for a small production

50 member crew

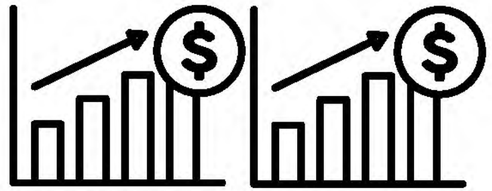




$119/night at local hotel

$733.50 est. tax revenue





$69,615 Est. impact for three months of filming







Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

Questions?

Attachment: 2025-060 ATTH 02 FFTTX (Pres.) Offical (RFS) (4511 : 2025-060 ORD Film Friendly)

ORDINANCE NO. 2025-060

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ESTABLISHING GUIDELINES TO BECOME A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY BY AMENDING THE CODE OF ORDINANCES OF THE CITY OF TEXARKANA, TEXAS, ADDING ARTICLE IV – "FILM FRIENDLY TEXAS - TEXARKANA" – TO CHAPTER 2, "ADMINISTRATIVE"; AUTHORIZING THE CITY MANAGER TO SECURE CERTIFICATION FROM THE TEXAS FILM COMMISSION AS A FILM FRIENDLY TEXAS CERTIFIED COMMUNITY, TO OVERSEE FILMING, AND TO ESTABLISH ADDITIONAL REGULATIONS FOR PROMOTION OF ECONOMIC DEVELOPMENT ACTIVITY PERTAINING TO FILMING COMMERCIAL, MOVIE, OR TELEVISION SERIES PROJECTS WITHIN THE CORPORATE LIMITS OF THE CITY OF TEXARKANA, TEXAS; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, established in 2007, the Film Friendly Texas (FFTX) program is a certification and marketing program administrated by the Texas Film Commission: FFTX Certified Communities receive ongoing training and guidance from the Texas Film Commission regarding media industry standards, best practices and how to effectively accommodate media production in their communities; the Film Friendly Texas program serves as an invaluable resource that helps position Texas as a premier destination for media production; and participation in the FFTX program provides Texas communities with a network for fostering media production in their municipalities and sends a clear message to media industry professionals that Film Friendly Texas Certified Communities are serious about attracting their business; and

WHEREAS, the guidelines contained in this ordinance are intended to create a program for promoting economic development activity within the city and the vicinity of the city, and to protect the personal and property rights of city residents and businesses, and to promote the public health, safety, and welfare; and the City Manager or designee reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager or designee; and

WHEREAS, these guidelines cover requests for commercial use of city-owned property (including but not limited to streets, rights-of-way or public buildings), commercial use of private property, the use of city equipment, and personnel in all types of motion picture productions, including, but not limited to, feature films, television programs, commercials, music videos, and corporate films. The applicant agrees that the city shall have exclusive authority to grant the applicant the use of public streets, rights-of-way, parks and public buildings of the city, as well as authority to regulate the hours of production and the general location of the production. The city reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety, or welfare; and

WHEREAS, the applicant shall allow city departments (i.e. Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with filming and taping, as deemed appropriate by the City Manager or designee; and

WHEREAS, before filing an application with the city, the office of the City Manager must be contacted to discuss specific filming requirements and the feasibility of filming in the city; and

WHEREAS, any commercial producer who desires to undertake a commercial production in the city is required to complete and return an application for filming to the office of the City Manager, within specific time frames. Commercial or episodic television need a minimum of two (2) days prior to the commencement

Attachment: 2025-060 ORD Film Friendly Texas signed (4511 : 2025-060 ORD Film Friendly)

of filming. Feature films need a minimum of five (5) days prior to the commencement of filming, and a non-refundable application processing fee of twenty-five dollars ($25) shall accompany each application for filming. The City Manager or designee may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager or designee; and

WHEREAS, the applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant. The applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager or designee, in consultation with the chief of police or fire chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare; and

WHEREAS, the City Manager or designee may authorize the use of any street, right-of-way, park, public building, use of the city name, trademark or logo, use of city equipment, or personnel for commercial use in motion picture production. The applicant shall reimburse the city for inconvenience when using public property. The rate for reimbursement to the city is as follows: use of city parking lots, parking areas, and city streets is fifty dollars per day ($50); and

WHEREAS, upon request for sanitation, the applicant must obtain approval from the city for cleaning/sanitation arrangements and shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including the proposed hours, use, and parking locations. On-street parking or use of public parking lots is subject to city approval. Exterior lighting, power generators, or any other noise or light-producing equipment requires approval of the City Manager or designee; and

WHEREAS, unless written permission has been given by the City Manager, the hours of filming are Monday through Friday, 7:00 am to 9:00 pm, and weekends will be 8:00 am to 8:00 pm. The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses, and phone numbers. The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage; and

WHEREAS, the applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

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

SECTION 1: The Code of Ordinances of the City of Texarkana, Zoning Code, is hereby amended to add Article IV – "Film Friendly Texas" – to Chapter 2, "Administration", as follows:

ARTICLE IV. - FILM FRIENDLY TEXAS – TEXARKANA

Sec 2-93.- City Manager Authority

(a) The city council authorizes the city manager to oversee the filming specifics while hosting filming crews.

Attachment: 2025-060 ORD Film Friendly Texas signed (4511 : 2025-060 ORD Film Friendly)

Sec 2-94.- Scope of article

(a) This article is intended to assist in promoting economic vitality while hosting production crews in the area.
(b) The requirements of this article are intended to protect the personal and property rights of tenants, residents, city officials, law enforcement, fire patrol, and businesses.
(c) The city manager or designee reserves the right to impose additional regulations in the interest of public health, safety, and welfare.

Sec 2-95.- Use of city owned property

(a) Request for use of city owned property includes public roads, rights-of-way, public buildings, use of commercial property, use of city equipment, and personnel.
(b) The applicant agrees that the city shall have exclusive authority to grant the applicant use of public streets, rights-of-way, parks, public buildings and streets.
(c) The city also has authority to regulate hours of productions and general location of the production.
(d) The city reserves the right to prohibit or to order a cessation of filming in order to promote public health, safety or welfare.

Sec 2-96.- Inspections

(a) The applicant shall allow city departments to inspect all structures, property, devices and equipment to be used in connection with the filming, taping, as deemed appropriate by the city manager or designee.
(b) Before filing an application with the city, the applicant must contact the office of the city manager to discuss the filming specifics of the project.

Sec 2-97.- Application

(a) Any commercial producer who desires to undertake a commercial production of the city must complete and return the application for filming to the office of the city manager.
(b) For commercial or episodic filming, the applicant must return the application before a minimum of 2 days before the commencement of filming.
(c) Feature films must return the application a minimum of 5 days prior to the commencement of filming, along with a non-refundable application fee of twenty-five dollars ($25.00).
(d) The city manager or designee may waive this fee upon proof of an organization's non-profit status, or any other reason deemed appropriate by the city manager.

Sec 2-98.- Use of public employees

(a) The applicant shall pay for all costs of any police, fire, public works, or other city personnel assigned to the project, whether or not specifically requested by the applicant.
(b) The applicant shall pay all costs within ten days after receipt of invoice for said costs.
(c) The city manager or designee, in consultation with the chief of police and/or fire chief, shall have the authority to stipulate additional police or fire requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare.

Sec 2-99.- Authorizing use of city property

(a) The city manager or designee may authorize the use of any street, right-of-way, park or public building, use of the city name, trademark or logo, and/or use of city equipment, and/or personnel for commercial use in motion picture production.
(b) The applicant shall reimburse the City for inconvenience when using public property.
(c) Use of city parking lots, parking areas, and city streets is fifty dollars ($50.00) per day.

Attachment: 2025-060 ORD Film Friendly Texas signed (4511 : 2025-060 ORD Film Friendly)

Sec 2-100.- Sanitation

(a) Upon request for sanitation, the applicant must obtain approval from the City for the cleaning/sanitation arrangements.
(b) The applicant shall also provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours and used parking locations.
(c) On street parking or use of public parking lots is subject to city approval
(d) Exterior lighting, power generators, or any other noise or light producing equipment requires approval of the city manager.

Sec 2-101.- Hours of filming

(a) The hours of filming are Monday through Friday, 7:00 am to 9:00 pm and weekends will be 8:00 am to 8:00 pm.
(b) The applicant shall provide a brief written description of the schedule for the proposed production to the owners, tenants, and residents of each property in the affected neighborhood(s), and shall submit, as part of this application, a report noting owners, tenants, or residents' comments, along with their signatures, addresses and phone numbers.
(c) The applicant shall attach a valid certificate of insurance issued by a company authorized to conduct business in the state, naming the city and its agents, officers, elected officials, and employees with general liability, including bodily injury and property damage.

Sec 2-102.- Hold Harmless Agreement

(a) The applicant shall sign a hold harmless agreement holding the city harmless from any claim that may arise from their use of designated public property, right of way, or equipment in conjunction with the permitted use.

SECTION 2: The City Manager or designee is authorized to secure Film Friendly Texas certification from the Texas Film Commission and to oversee all commercial filming within the corporate limits of the City of Texarkana, Texas. All production firms and their designees must follow City Code and the direction of the City Manager or designee to ensure the health, safety, well-being, and economic vitality of the citizens, employees, elected officials, and first responders of the City of Texarkana, Texas, and the production firm and its designees.

SECTION 3: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

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

PASSED AND APPROVED in Regular Council Session on the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECERTARY

BOB BRUGGEMAN, MAYOR

6:20p.m.

Attachment: 2025-060 ORD Film Friendly Texas signed (4511 : 2025-060 ORD Film Friendly)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/6/2025 11:09 AM

Lead Department: Planning and Community Development **Action Officer:** Daphnea Ryan,

Subject: Resolution No. 2025-081 authorizing the City Manager to accept an EPA Brownfields Community-Wide Assessment Grant in the amount of $500,000 in partnership with the City of Texarkana, Arkansas, under a memorandum of understanding executed October 24, 2023, and execute all necessary contracts and documents to implement the requirements of this grant.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

Resolution Number 2024-019 authorized the City Manager to apply for EPA Brownfields Community-Wide Assessment Grant funds in partnership with the City of Texarkana, Arkansas. A Memorandum of Understanding was approved by Council and executed on October 24, 2023. This MOU outlines the roles and responsibilities of each entity upon award of the funds.

Executive Summary and Background Information:

In 2010, the City of Texarkana, Texas initiated its Brownfields Program, securing assessment grant funds followed by additional grants including a Revolving Loan Fund for cleanup activities, Multi-Purpose Grant, and Job Training grants exclusively for our city limits. Recognizing the mutual benefits of a collaborative approach, both Texarkana cities joined forces to address Brownfields issues spanning the State Line under Resolution 2024-109 and have been awarded $500,000 in Community-Wide Assessment Funds. This twin city strategy is vital for sites like Union Station, straddling two jurisdictions, and our State Line Corridor. Leveraging grant funds on both sides of the state line promises essential economic development for both communities.

Brownfields Assessment funds serve as a catalyst for economic development, facilitating the revitalization of vacant properties potentially contaminated by hazardous substances like lead-based paint, asbestos, and petroleum products. This grant will cover Phase I data research and property conditions, and Phase II sampling, precisely identifying contaminants for removal, creation of a Brownfields inventory, community wide planning, and site-specific planning documents. This crucial information empowers investors to gauge cleanup costs and assess their project's financial viability.

The two cities have an existing MOU outlining the responsibilities. Texarkana, Texas will oversee the grant's administration working in partnership with the City of Texarkana, Arkansas to identify sites on both sides of the state line.

Potential Options:

- Approve
- Deny

Fiscal Implications:

All activities under this grant are federally funded and require no match. Existing staff will manage the grant and $27,227 for staff salary/fringe is included in this grant budget to offset the cost of employee's time.

Staff Recommendation:

Staff Recommends Approval.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2025-081 RES EPA Community Wide Assessment Grant (DOCX)
b. 2025-081 ATTH 01 MOU Texarkana TX and AR (PDF)
c. 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (PDF)
d. 2025-081 Goals & Perspectives (DOCX)
e. 2025-081 RES EPA Brownfields grant signed (PDF)

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review Completed	06/03/2025 10:40 AM
City Manager	David Orr	City Manager Review	Completed	06/05/2025 7:52 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

RESOLUTION NO. 2025-081

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ACCEPT AN EPA BROWNFIELDS COMMUNITY-WIDE ASSESSMENT GRANT IN THE AMOUNT OF $500,000, WORKING IN PARTNERSHIP WITH THE CITY OF TEXARKANA, ARKANSAS, UNDER AN EXISTING MEMORANDUM OF UNDERSTANDING, AND EXECUTE ALL NECESSARY CONTRACTS AND DOCUMENTS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City applied for and was awarded $500,000 in EPA Brownfields Community-Wide Assessment grant funds; and

WHEREAS, the City recognizes the importance of partnering with the City of Texarkana, Arkansas, to effectively conduct assessment and planning efforts across jurisdictional boundaries; and

WHEREAS, a Memorandum of Understanding was executed on October 24, 2023, by both cities, outlining the roles and responsibilities necessary to implement the program collaboratively; and

WHEREAS, both cities possess numerous Brownfield sites in need of environmental assessment and redevelopment planning; and

WHEREAS, the grant funding will support the advancement of economic development and community revitalization in Texarkana USA; and

WHEREAS, staff recommends acceptance of the grant award to support the continued progress of the City's Brownfields program.

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

SECTION 1: The City Manager is hereby authorized to accept the $500,000 EPA Brownfields Community-Wide Assessment grant funds.

SECTION 2: The City Manager is further authorized to execute all necessary contracts, agreements, and related documents required for implementation of the grant program, consistent with the Memorandum of Understanding between the Cities of Texarkana, Texas, and Texarkana, Arkansas.

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-081 RES EPA Community Wide Assessment Grant (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CITY OF TEXARKANA, TEXAS, AND THE CITY OF TEXARKANA, ARKANSAS

WHEREAS the City of Texarkana, Texas and the City of Texarkana, Arkansas, hereinafter collectively referred to as "Texarkana USA", have a significant inventory of Brownfields properties; and

WHEREAS Texarkana USA shares Brownfield properties and a major corridor bisected by the state line; and

WHEREAS Texarkana USA lacks the necessary budgetary resources to independently support Brownfields activities; and

WHEREAS the United States Environmental Protection Agency (the "EPA") has opened a solicitation for Community Wide Brownfields Assessment funding for an amount ranging from $300,000 to $500,000; and

WHEREAS Texarkana USA has a great need for this funding to perform environmental assessments of potentially contaminated properties that may enable cleanup of these sites for the health and welfare of their citizens and to aid in redevelopment of their distressed areas; and

WHEREAS Texarkana USA has a desire to apply for $500,000 with Texarkana, Texas as the Lead Applicant.

I. RESPONSIBILITIES OF THE CITY OF TEXARKANA, TEXAS

The City of Texarkana, Texas shall undertake the following:

- To manage and administer this agreement;
- To prepare and submit grant applications to the EPA under consultation with the City of Texarkana, Arkansas;

Attachment: 2025-081 ATTH 01 MOU Texarkana TX and AR (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

- To procure a consultant in compliance with Arkansas and Texas State Statutes, which procurement shall include, but not be limited to the following:
  (1) issue Request for Proposals or Request for Qualifications;
  (2) oversee receipt of the submitted proposals;
  (3) selection and award of contracts;
  (4) negotiate the terms of agreements in consultation with the City of Texarkana, Arkansas; and
  (5) execute any agreements in consultation with the City of Texarkana, Arkansas.
- To develop a site selection process based on agreed upon factors that will ensure a minimum of eleven (11) Phase I Environmental Site Assessments and six (6) Phase II Environmental Site Assessments and project plans are completed over the life of the agreement and in consultation with the City of Texarkana, Arkansas and to submit the same to EPA for prior approval to ensure eligibility;
- Upon designation of the specific sites, to work with City of Texarkana, Arkansas to finalize the scope of work for the consultant or contractor;
- To ensure that other activities as negotiated in the work plan, such as community outreach and involvement, are implemented in accordance with a schedule agreed upon by both parties;
- To maintain compliance with the statutes, regulations, and terms and conditions of any grants received;
- To provide for the general administration of grants received;
- To maintain compliance with the terms and conditions of this Agreement:
- To provide timely information to the City of Texarkana, Arkansas regarding the management of the Agreement and any changes that may be made to the Agreement over the period of performance; and
- Any other responsibilities that, from time to time, Texarkana USA shall determine to be necessary and proper to accomplish the purposes of the Agreement.

II. RESPONSIBILITIES OF THE CITY OF TEXARKANA, ARKANSAS

The City of Texarkana, Arkansas shall undertake the following:

- To provide timely information to the City of Texarkana, Texas as may be requested in performing its duties under this Agreement;
- To participate fully in the Brownfields assessment process;
- To obtain all required permits, easements, and /or access agreements as may be necessary to undertake assessments at the selected site; provided however, if the City of Texarkana, Arkansas, does not have the capacity to perform these activities at that time, the City of Texarkana, Texas may assist in securing necessary site access agreements and permits with City of Texarkana, Arkansas' full cooperation;

Attachment: 2025-081 ATTH 01 MOU Texarkana TX and AR (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

- To comply with all funding requirements set forth in any grant agreements that may be entered into by the City of Texarkana, Texas, including an accounting of expenditures of grant funds made; and
- To timely comply with any other requests that may be made by the Lead Applicant from time to time in performing its duties under this Agreement.
- To maintain compliance with the terms and conditions of this Agreement; and
- Any other responsibilities that, from time to time, Texarkana USA shall determine to be necessary and proper to accomplish the purposes of the Agreement.

III. FUNDING

Texarkana USA agrees to the following:

- Any compensation for professional services shall be paid as provided under the terms of any grants received.
- Any commitment of non-grant funds must be approved pursuant to the procurement requirements of the governing bodies of the respective Parties.
- Texarkana USA understands and acknowledges that all funds used for payment according to this Agreement, if any, shall be derived solely from funds specifically appropriated for this MOU or projects relating thereto, and there shall be no obligation on the City of Texarkana, Texas or City of Texarkana, Arkansas to provide additional funding.

IV. NOTICES

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

For the City of Texarkana, Texas:

David Orr, City Manager
220 Texas Boulevard
Texarkana, TX 75501
903-798-3901
Email: david.orr@texarkanatexas.gov

Attachment: 2025-081 ATTH 01 MOU Texarkana TX and AR (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

Cc: Vashil Fernandez, Director of Planning, Community Development, and Health
vashil.fernandez@texarkanatexas.gov

Daphnea Ryan, Grants Administration Manager, dryan@texarkanatexas.gov

For the City of Texarkana, Arkansas:

Tyler Richards, Director, Department of Public Works
216 Walnut Street
Texarkana, AR 71854
870-779-4975
tyler.richards@txkusa.org

V. EFFECTIVE DATE AND SIGNATURE

The Effective Date of this Agreement shall be the date the last representative executed the agreement and shall terminate ninety (90) days after the date the awarded EPA Assessment Grant expires.

City of Texarkana, Texas

David Orr, Ph.D., City Manager

10/24/23
Date

City of Texarkana, Arkansas

Robert Thompson, City Manager

10/17/23
Date

Attachment: 2025-081 ATTH 01 MOU Texarkana TX and AR (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

OFFICE OF BROWNFIELDS AND LAND REVITALIZATION
WASHINGTON, D.C. 20460

May 16, 2025

The Honorable Bob Bruggeman
Mayor of Texarkana
220 Texas Boulevard
Texarkana, TX 75501

Dear Mayor Bruggeman:

On behalf of the United States Environmental Protection Agency (EPA), I am pleased to congratulate you and confirm that the City of Texarkana was selected as one of the entities EPA will begin negotiations with to award a cooperative agreement for an Assessment Grant. The City of Texarkana submitted an outstanding application, and we deeply appreciate the tremendous commitment of time and energy that went into its preparation.

Since its inception in 1995, EPA's Brownfields Program has worked to help states, Tribal Nations, and communities around the country clean up and revitalize brownfield sites. We fully expect that these brownfield projects will provide benefits to the environment and economy of local communities. Althea Foster, your Regional Brownfields Contact, will work closely with the City of Texarkana to negotiate the cooperative agreement prior to the grant award. You may contact Althea Foster at 214-665-2268 or foster.althea@epa.gov.

Again, congratulations on being selected! We look forward to working with you.

Sincerely,

M. Jerry Minor-Gordon-English

Jerry Minor-Gordon-English, Acting Deputy Director
Office of Brownfields and Land Revitalization

cc: Althea Foster
Vashil Fernandez

Attachment: 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (4515 : 2025-081 RES EPA Brownfields Community-Wide

FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 6			
Arkansas			
Pine Bluff, AR	Assessment	Community-wide	$500,000
Louisiana			
Acadiana Planning Commission, LA	Assessment	Community-wide	$1,200,000
DeSoto Parish Police Jury, LA	Assessment	Community-wide	$1,200,000
Gulf Coast Housing Partnership, Inc., LA	Cleanup	Former Benjamin Banneker Elementary School	$3,491,144
Lafourche Parish, LA	Assessment	Community-wide	$500,000
Leesville, LA	Assessment	Community-wide	$500,000
New Mexico			
New Mexico Environment Department	Assessment	Community-wide	$2,000,000
Oklahoma			
Muscogee (Creek) Nation, OK	Assessment	Community-wide	$1,986,408
Oklahoma City, OK	Assessment	Community-wide	$500,000
Texas			
Ark-Tex Council of Governments, TX	Revolving Loan Fund	Community-wide	$1,000,000
Austin, TX	Assessment	Community-wide	$500,000
Garland, TX	Assessment	Community-wide	$500,000
Texarkana, TX	Assessment	Community-wide	$500,000

** Bipartisan Infrastructure Law Funding*
+ RLF Supplemental Funding is non-competitive funding for existing, high-performing RLF recipients

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 1			
Connecticut			
Capitol Region Council of Governments, CT	RLF Supplemental	Community-wide	$750,000
Connecticut Department of Energy and Environmental Protection	Assessment	Community-wide	$2,000,000
Connecticut Metropolitan Council of Governments	RLF Supplemental	Community-wide	$1,000,000
Naugatuck Valley Council of Governments, CT	RLF Supplemental	Community-wide	$2,000,000
Southeastern Connecticut Council of Governments	Assessment	Community-wide	$1,200,000
Maine			
Bar Harbor, ME	Cleanup	Mount Desert Island YMCA	$510,000
Belfast, ME	Assessment	Community-wide	$500,000
	Cleanup	Multi-Site: Former Waldo County Superior Court House and Bradbury Manor	$2,000,000
Caribou, ME	Cleanup	Steam Plant Site at the Former Caribou Power Plant Complex	$4,000,000
East Millinocket, ME	Cleanup	Multi-Site: Fuel Storage Area and Wood Lot Area of the Former Great Northern Paper Mill	$4,000,000
Greater Portland Council of Governments, ME	Assessment	Community-wide	$500,000
	RLF Supplemental	Community-wide	$2,000,000
Hancock County Planning Commission, ME	Assessment	Community-wide	$500,000
Lincoln, ME	Assessment	Community-wide	$500,000
Lisbon, ME	Assessment	Community-wide	$500,000
Maine Department of Economic and Community Development	RLF Supplemental	Community-wide	$2,000,000
Maine Department of Environmental Protection	Assessment	Community-wide	$2,000,000
Midcoast Council of Governments, ME	Assessment	Community-wide	$500,000
	Revolving Loan Fund	Community-wide	$1,000,000
Our Katahdin, Millinocket, ME	Cleanup	Roll Storage and Machine Shop Buildings - Former Great Northern Paper Company	$4,000,000
Piscataquis County Economic Development Council, ME	Assessment	Community-wide	$500,000
Portland Housing Authority, ME	Cleanup	COMB Block	$3,300,000
Portland, ME	RLF Supplemental	Community-wide	$2,000,000
South Portland, ME	Revolving Loan Fund	Community-wide	$1,000,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Maine			
Southern Maine Planning and Development Commission	RLF Supplemental	Community-wide	$650,000
Standish, ME	Assessment	Community-wide	$500,000
Sunrise County Economic Council, ME	Revolving Loan Fund	Community-wide	$1,000,000
Sustainable Lincoln Corporation, ME	Cleanup	Sustainable Lincoln Corporation Parcel 5	$400,000
Warren, ME	Cleanup	Former Steamship Navigation Site	$4,000,000
Westbrook, ME	Assessment	Community-wide	$500,000
Massachusetts			
Berkshire Regional Planning Commission, MA	RLF Supplemental	Community-wide	$2,000,000
Boston Redevelopment Authority, MA	Cleanup	Chain Forge Building 105 (Building 105)	$4,000,000
Central Massachusetts Regional Planning Commission	Assessment	Community-wide	$1,000,000
Great Barrington, MA	Assessment	Community-wide	$500,000
Merrimack Valley Planning Commission, MA	RLF Supplemental	Community-wide	$750,000
New Bedford, MA	RLF Supplemental	Community-wide	$1,000,000
Peabody, MA	Cleanup	Former Bob-Kat Tanning	$4,000,000
New Hampshire			
Concord, NH	Cleanup	Former Concord Stables	$678,000
Nashua Regional Planning Commission, NH	Assessment	Community-wide	$500,000
	Revolving Loan Fund	Community-wide	$1,000,000
Vermont			
Bennington County Regional Commission, VT	Assessment	Community-wide	$500,000
Central Vermont Regional Planning Commission	Assessment	Community-wide	$1,200,000
	Revolving Loan Fund	Community-wide	$1,000,000
Chittenden County Regional Planning Commission, VT	Revolving Loan Fund	Community-wide	$1,000,000
Mount Ascutney Regional Commission, VT	Assessment	Community-wide	$500,000
	RLF Supplemental	Community-wide	$650,000
Northeastern Vermont Development Association	Assessment	Community-wide	$1,200,000
Vermont Agency of Commerce and Community Development	RLF Supplemental	Community-wide	$2,000,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 2			
New Jersey			
Camden Redevelopment Agency, NJ	RLF Supplemental	Community-wide	$650,000
New York			
Adirondack Economic Development Corporation, NY	Assessment	Community-wide	$500,000
Binghamton, NY	Assessment	Community-wide	$500,000
Cortland County Industrial Development Agency, NY	Assessment	Community-wide	$500,000
County of Chautauqua Industrial Development Agency, NY	Assessment	Community-wide	$500,000
	RLF Supplemental	Community-wide	$1,000,000
Glens Falls, NY	Assessment	Community-wide	$500,000
Greater Syracuse Land Bank, NY	Cleanup	Multi-Site: Montgomery Street Site and Seymour Street Site	$3,768,646
Lake Champlain-Lake George Regional Planning Board, NY	Assessment	Community-wide	$1,155,000
Livingston County, NY	Revolving Loan Fund	Community-wide	$1,000,000
Mohawk Valley Economic Development Growth Enterprises Corporation, NY	RLF Supplemental	Community-wide	$1,000,000
New York, NY	RLF Supplemental	Community-wide	$750,000
Rensselaer, NY	Assessment	Community-wide	$300,000
Safe Harbors of the Hudson, Inc., NY	Assessment	Community-wide	$500,000
Puerto Rico			
Center for Habitat Reconstruction, PR	Assessment	Community-wide	$500,000
Municipality of Orocovis, PR	Assessment	Community-wide	$500,000
Municipality of Toa Alta, PR	Assessment	Community-wide	$500,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 3			
Pennsylvania			
Bethlehem, PA	Assessment	Community-wide	$500,000
Cumberland Area Economic Development Corporation, PA	Assessment	Community-wide	$500,000
Delaware County Redevelopment Authority, PA	Assessment	Community-wide	$500,000
Earth Conservancy, PA	Cleanup	Center Street Property at 41.180479, -76.044293	$1,660,360
Fay-Penn Economic Development Council, PA	Assessment	Community-wide	$1,200,000
Greene County Industrial Development Authority, PA	Assessment	Community-wide	$500,000
Greenville, PA	Assessment	Community-wide	$500,000
Norristown, PA	Assessment	Community-wide	$500,000
North Side Industrial Development Company, PA	Assessment	Community-wide	$500,000
Penn-Northwest Development Corporation, PA	Assessment	Community-wide	$500,000
Pennsylvania Department of Community and Economic Development	RLF Supplemental	Community-wide	$750,000
Philadelphia Authority for Industrial Development, PA	Assessment	Community-wide	$500,000
Redevelopment Authority of Somerset County, PA	Assessment	Community-wide	$500,000
Redevelopment Authority of the County of Fayette, PA	Cleanup	Former Union Station Property	$1,800,000
Redevelopment Authority of the County of Lebanon, PA	Assessment	Community-wide	$500,000
Redevelopment Authority of the County of York, PA	Assessment	Community-wide	$500,000
Schuylkill County Industrial Development Authority, PA	Assessment	Community-wide	$500,000
Westmoreland County Redevelopment Authority, PA	Assessment	Community-wide	$1,200,000
Virginia			
Industrial Development Authority of Halifax County, VA	Assessment	Community-wide	$500,000
LENOWISCO Planning District Commission, VA	Assessment	Community-wide	$1,200,000
Pennington Gap, VA	Cleanup	Creech Building	$276,563
Pulaski, VA	Assessment	Community-wide	$500,000
West Virginia			
Braxton County Development Authority, WV	Assessment	Community-wide	$500,000
Brooke-Hancock Region XI Regional Planning & Development Council, WV	Assessment	Community-wide	$1,200,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
West Virginia			
Greenbrier Valley Economic Development Corporation, WV	Cleanup	Greenville School	$224,200
Huntington, WV	RLF Supplemental	Community-wide	$1,000,000
Kanawha County Commission, WV	Assessment	Community-wide	$1,200,000
Madison, WV	Cleanup	Mitchell Building	$446,924
New Baptist Church, Inc., WV	Cleanup	Former CSX Rail Yard	$500,000
Ravenswood, WV	Assessment	Community-wide	$500,000
West Virginia Department of Environmental Protection	Assessment	Community-wide	$2,000,000
West Virginia Land Stewardship Corporation	Cleanup	Hazel-Atlas Glass	$500,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 4			
Alabama			
Birmingham, AL	Assessment	Community-wide	$500,000
Southeast Alabama Regional Planning and Development Commission	Assessment	Community-wide	$1,200,000
Florida			
Gadsden County, FL	Assessment	Community-wide	$500,000
Lake Alfred, FL	Cleanup	Former Growers Fertilizer Site	$1,995,605
Palmetto Community Redevelopment Agency, FL	Assessment	Community-wide	$500,000
South Florida Regional Planning Council	Assessment	Community-wide	$1,200,000
	RLF Supplemental	Community-wide	$2,000,000
Georgia			
Atlanta, GA	Assessment	Community-wide	$500,000
Coastal Regional Commission of Georgia	Assessment	Community-wide	$1,200,000
Ideal, GA	Cleanup	Former Ideal School	$433,080
South Fulton, GA	Assessment	Community-wide	$500,000
Kentucky			
Ballard County Economic & Industrial Development Board, KY	Cleanup	Old Barlow School	$1,081,850
Cumberland Valley Area Development District, KY	Assessment	Community-wide	$1,200,000
Frankfort, KY	Assessment	Community-wide	$500,000
Gateway Area Development District, KY	Assessment	Community-wide	$500,000
Kentucky Department for Environmental Protection	Assessment	Community-wide	$2,000,000
Louisville-Jefferson County Metro Government, KY	RLF Supplemental	Community-wide	$750,000
Mississippi			
Natchez, MS	Assessment	Community-wide	$500,000
North Carolina			
North Wilkesboro, NC	Cleanup	Former Jenkins Wholesale and Smoot Tannery Property	$1,768,578
South Carolina			
Appalachian Council of Governments, SC	Assessment	Community-wide	$1,200,000
Berkeley County, SC	Assessment	Community-wide	$500,000
West Columbia, SC	Assessment	Community-wide	$500,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Tennessee			
Franklin County, TN	Assessment	Community-wide	$1,200,000
Southeast Tennessee Development District	Assessment	Community-wide	$1,200,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 5			
Illinois			
Boone County, IL	Assessment	Community-wide	$500,000
Cook County Department of Environment and Sustainability, IL	Assessment	Community-wide	$1,200,000
Galesburg, IL	Assessment	Community-wide	$500,000
	Cleanup	Former Knox Laundry	$713,600
Illinois Environmental Protection Agency	Assessment	Community-wide	$1,866,523
	RLF Supplemental	Community-wide	$650,000
Mt. Vernon, IL	Assessment	Community-wide	$500,000
Ottawa, IL	Cleanup	Former Beer Depot	$1,243,270
Prairie Hills Resource Conservation and Development, Inc., IL	Assessment	Community-wide	$1,200,000
Rockford Area Arts Council, IL	Cleanup	Former Rockford Armory	$1,541,680
Rockford, IL	Assessment	Community-wide	$500,000
	RLF Supplemental	Community-wide	$650,000
Shawneetown, IL	Assessment	Community-wide	$350,000
Indiana			
Greenfield, IN	Assessment	Community-wide	$400,000
Greenwood, IN	Assessment	Community-wide	$500,000
Indiana Finance Authority	RLF Supplemental	Community-wide	$650,000
Indianapolis, IN	Assessment	Community-wide	$450,000
Marion, IN	Assessment	Community-wide	$500,000
Michigan City, IN	Assessment	Community-wide	$500,000
Oakland City, IN	Assessment	Community-wide	$250,000
Terre Haute, IN	Assessment	Community-wide	$500,000
Wabash River Enhancement Corporation, IN	Cleanup	Former Lafayette Paperboard North	$2,000,000
Michigan			
Cass County, MI	Assessment	Community-wide	$300,000
Crawford County, MI	Assessment	Community-wide	$300,000
Downriver Community Conference, MI	Assessment	Community-wide	$1,200,000
	RLF Supplemental	Community-wide	$2,000,000
Marquette County, MI	Assessment	Community-wide	$400,000

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FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Michigan			
Michigan Department of Environment, Great Lakes, and Energy	Assessment	Community-wide	$2,000,000
Ottawa County, MI	Assessment	Community-wide	$500,000
Minnesota			
Green New Deal Housing, MN	Cleanup	Irving Infill	$299,593
Minnesota Pollution Control Agency	Assessment	Community-wide	$2,000,000
Ohio			
Butler County Land Reutilization Corporation, OH	Assessment	Community-wide	$500,000
Montgomery County Land Reutilization Corporation, OH	Assessment	Community-wide	$1,200,000
Northeast Ohio Areawide Coordinating Agency	RLF Supplemental	Community-wide	$750,000
Ohio Environmental Protection Agency	Assessment	Community-wide	$2,000,000
Port of Greater Cincinnati Development Authority, OH	RLF Supplemental	Community-wide	$1,000,000
Summit County, OH	Assessment	Community-wide	$1,200,000
Wisconsin			
Brillion, WI	Cleanup	Redevelopment Area 2 of the Brillion Iron Works Redevelopment	$1,983,145
Kenosha, WI	Assessment	Community-wide	$500,000
Manitowoc, WI	Assessment	Community-wide	$500,000
Oneida Nation, WI	Assessment	Community-wide	$2,000,000
Racine, WI	Assessment	Community-wide	$500,000
Redevelopment Authority of the City of Milwaukee, WI	Cleanup	2900 W. Center Street Site	$500,000
	RLF Supplemental	Community-wide	$650,000
Waunakee, WI	Cleanup	Former Waun-a-Clean Dry Cleaners	$836,600
West Allis, WI	RLF Supplemental	Community-wide	$2,000,000
Wisconsin Department of Natural Resources	RLF Supplemental	Community-wide	$3,000,000

** Bipartisan Infrastructure Law Funding*
+ RLF Supplemental Funding is non-competitive funding for existing, high-performing RLF recipients

Attachment: 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (4515 : 2025-081 RES EPA Brownfields Community-Wide

FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 7			
Iowa			
Clinton, IA	Cleanup	Former Clinton YMCA Property	$1,091,917
East Central Intergovernmental Association, IA	RLF Supplemental	Community-wide	$1,500,000
Keokuk, IA	Cleanup	Southern Parcel	$1,996,900
Le Mars, IA	Assessment	Community-wide	$400,000
Red Oak, IA	Assessment	Community-wide	$500,000
Kansas			
Beloit, KS	Cleanup	Kansas Industrial School Campus	$418,620
Flint Hills Regional Council, Inc., KS	Revolving Loan Fund	Community-wide	$1,000,000
Kansas Department of Health and Environment	Assessment	Community-wide	$2,000,000
Topeka, KS	Assessment	Community-wide	$500,000
Missouri			
Bootheel Regional Planning Commission, MO	Assessment	Community-wide	$1,200,000
Kansas City, MO	Cleanup	Multi-Site: the Washington Wheatley Vacant Lots Site and the Former Benson Manufacturing Company Site	$4,000,000
	RLF Supplemental	Community-wide	$2,000,000
Springfield, MO	Assessment	Community-wide	$500,000
Tabernacle Community Development Corporation, MO	Assessment	Community-wide	$500,000
Nebraska			
Hastings, NE	Cleanup	Former Hastings Middle School	$475,000
Southeast Nebraska Development District	Assessment	Community-wide	$1,200,000

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FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 8			
Colorado			
Cañon City, CO	Cleanup	Multi-Site: New Method Laundry and Dry Cleaning, Skyline Steel	$1,533,000
Colorado Department of Public Health and Environment	Revolving Loan Fund	Community-wide	$1,000,000
Cortez, CO	Cleanup	Cortez Municipal Airport	$221,540
Fountain, CO	Cleanup	Lorraine Center Site	$1,924,580
Jaffa Opera House Foundation, CO	Cleanup	Jaffa Opera House	$1,897,300
Lamar, CO	Cleanup	Multi-Site: 114 S. Main Street and 111B West Beech Street	$660,759
Volunteers of America National Services, CO	Cleanup	Sunset Park Apartments	$4,000,000
Montana			
Beartooth Resource Conservation and Development Area, Inc., MT	Revolving Loan Fund	Community-wide	$1,000,000
Big Sky Economic Development, MT	Assessment	Community-wide	$500,000
Harlowton, MT	Cleanup	Harlowton Railyard	$2,000,000
Headwaters Resource Conservation and Development, MT	RLF Supplemental	Community-wide	$1,000,000
Lake County Community Development Corporation, MT	Assessment	Community-wide	$500,000
Montana Department of Environmental Quality	Assessment	Community-wide	$2,000,000
Ravalli County Economic Development Authority, MT	Revolving Loan Fund	Community-wide	$1,000,000
Utah			
University of Utah	Cleanup	SLC Station Center	$2,000,000
Wyoming			
Riverton, WY	Assessment	Community-wide	$500,000

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Attachment: 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (4515 : 2025-081 RES EPA Brownfields Community-Wide

FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 9			
Arizona			
Arizona Office of Economic Opportunity	Revolving Loan Fund	Community-wide	$1,000,000
International Sonoran Desert Alliance, Ajo, AZ	Assessment	Community-wide	$500,000
South Tucson, AZ	Assessment	Community-wide	$500,000
Tucson, AZ	Assessment	Community-wide	$500,000
California			
California Department of Toxic Substances Control	Assessment	Community-wide	$2,000,000
Carson, CA	Revolving Loan Fund	Community-wide	$1,000,000
City and County of San Francisco, CA	Cleanup	India Basin Shoreline Park–Block 4629A	$2,000,000
Contra Costa County, CA	Assessment	Community-wide	$1,200,000
Fresno, CA	Assessment	Community-wide	$500,000
	RLF Supplemental	Community-wide	$750,000
Los Angeles, CA	Assessment	Community-wide	$500,000
New Way Homes, Inc., CA	Assessment	Community-wide	$500,000
RCF Connects, CA	Assessment	Community-wide	$500,000
	Revolving Loan Fund	Community-wide	$1,000,000
Vallejo, CA	Assessment	Community-wide	$500,000
Hawaii			
Office of Hawaiian Affairs	Assessment	Community-wide	$2,000,000
Nevada			
Regional Transportation Commission of Southern Nevada	Assessment	Community-wide	$1,200,000

** Bipartisan Infrastructure Law Funding*
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Attachment: 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (4515 : 2025-081 RES EPA Brownfields Community-Wide

FY 2025 Brownfield Assessment, Revolving Loan Fund, and Cleanup Grant Selections

FY 2025 Brownfield Revolving Loan Fund Supplemental Selections

Applicant/Recipient Name	Type of Application/Request	Site Name	Approved Funding
Region 10			
Alaska			
Alaska Department of Environmental Conservation	Assessment	Community-wide	$2,000,000
St. George Tanaq Corporation, AK	Assessment	Community-wide	$2,000,000
Idaho			
Caldwell, ID	Assessment	Community-wide	$500,000
Coeur d'Alene Tribe, ID	Assessment	Community-wide	$2,000,000
Frontier Community Resources, Twin Falls, ID	Assessment	Community-wide	$500,000
Oregon			
Astoria, OR	Cleanup	Heritage Square	$2,000,000
Beaverton, OR	Assessment	Community-wide	$500,000
North Plains Urban Renewal Agency, OR	Cleanup	Glencoe Opportunity Area	$1,000,000
Northwest Oregon Economic Alliance	Assessment	Community-wide	$1,200,000
Oregon Business Development Department	RLF Supplemental	Community-wide	$650,000
Portland, OR	Assessment	Community-wide	$500,000
	Cleanup	West Property	$500,000
Tillamook County, OR	Assessment	Community-wide	$500,000
Washington			
Benton-Franklin Council of Governments, WA	Assessment	Community-wide	$1,200,000
Kenmore, WA	Assessment	Community-wide	$500,000
Port of Tacoma, WA	Cleanup	Former NTR Logistics LLC Property	$2,000,000
Port of Whitman County, WA	Cleanup	Former Service Station Site and St. John Café	$500,000
Washington Department of Ecology	Assessment	Community-wide	$2,000,000

** Bipartisan Infrastructure Law Funding*
+ RLF Supplemental Funding is non-competitive funding for existing, high-performing RLF recipients

Attachment: 2025-081 ATTH 02 Award Notification and Grants Selected For Funding (4515 : 2025-081 RES EPA Brownfields Community-Wide

City of Texarkana, Texas

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

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

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

Attachment: 2025-081 Goals & Perspectives (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

RESOLUTION NO. 2025-081

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ACCEPT AN EPA BROWNFIELDS COMMUNITY-WIDE ASSESSMENT GRANT IN THE AMOUNT OF $500,000, WORKING IN PARTNERSHIP WITH THE CITY OF TEXARKANA, ARKANSAS, UNDER AN EXISTING MEMORANDUM OF UNDERSTANDING, AND EXECUTE ALL NECESSARY CONTRACTS AND DOCUMENTS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City applied for and was awarded $500,000 in EPA Brownfields Community-Wide Assessment grant funds; and

WHEREAS, the City recognizes the importance of partnering with the City of Texarkana, Arkansas, to effectively conduct assessment and planning efforts across jurisdictional boundaries; and

WHEREAS, a Memorandum of Understanding was executed on October 24, 2023, by both cities, outlining the roles and responsibilities necessary to implement the program collaboratively; and

WHEREAS, both cities possess numerous Brownfield sites in need of environmental assessment and redevelopment planning; and

WHEREAS, the grant funding will support the advancement of economic development and community revitalization in Texarkana USA; and

WHEREAS, staff recommends acceptance of the grant award to support the continued progress of the City's Brownfields program.

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

SECTION 1: The City Manager is hereby authorized to accept the $500,000 EPA Brownfields Community-Wide Assessment grant funds.

SECTION 2: The City Manager is further authorized to execute all necessary contracts, agreements, and related documents required for implementation of the grant program, consistent with the Memorandum of Understanding between the Cities of Texarkana, Texas, and Texarkana, Arkansas.

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:21 p.m.

Attachment: 2025-081 RES EPA Brownfields grant signed (4515 : 2025-081 RES EPA Brownfields Community-Wide Assessment Award)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 6/3/2025 11:47 AM

Lead Department: City Attorney **Action Officer:** Jeffery Lewis,

Subject: Resolution No. 2025-085 ending the authorization of Resolution No. 2022-135 for contracting with a governmental affairs consulting firm and authorizing the City Manager to provide advance written notice of termination of the consulting services agreement with McWilliams Strategies, LLC.

Briefing: 6/9/2025 **Public Hearing:** **Council Vote:** 6/9/2025

Item Schedule
Schedule 3: No briefing required (one week)

Updates/History of Briefing:

Not applicable.

Executive Summary and Background Information:

In 2022, the City issued a Request for Proposals for governmental affairs consulting services to provide the City with professional services to monitor, track, and analyze legislation, administrative rules, and committee activity along with the ability to serve as a general strategic resource to assist with developing government relations.

From two proposals submitted by qualified firms, the City Council by Resolution No. 2022-135 selected McWilliams Strategies, LLC., and authorized the City Manager to enter into an agreement for such professional services with the selected firm. The consulting services agreement automatically renews for one-year terms "unless terminated by either party upon giving thirty (30) days written notice of such termination" (*see* ATTH 01).

During the recently-concluded 89th Regular Session of the Texas Legislature, both the House and Senate considered legislation (and the Senate passed SB 19 on March 19) to curtail, if not completely eliminate, the authority of municipalities to contract for such governmental consulting services, prompting City staff to reevaluate both the City's procurement processes and need for such services.

City staff recommends that the City Council deem it in the best interests of the City to end the authorization extended by Resolution No. 2022-135 and authorize the City Manager to provide written notice of termination of the City's consulting services agreement pursuant to the terms of the agreement.

Potential Options:

Approve or decline to approve staff recommendation.

Fiscal Implications:

Cost avoidance of contract fee of $3,333.33 per month upon termination.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

None.

Board/Committee Recommendation:

Not applicable.

Advisory Board/Committee Meeting Date and Minutes:

Not applicable.

Attachments

a. 2025-085 ATTH 01 executed cons serv contract (PDF)
b. 2025-085 RES ending 2022-135 v3 (DOC)
c. 2025-085 Goals & Perspectives (DOCX)
d. 2025-085 RES ending 2022-135 signed (PDF)

Staff Coordination

City Attorney	Jeffery C. Lewis	Department Head Review	Completed	05/28/2025 4:35 PM
City Secretary	Jennifer Evans	Review	Completed	06/03/2025 12:04 PM
City Manager	David Orr	City Manager Review	Completed	06/05/2025 7:53 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

Agreement Between

City of Texarkana and McWilliams Strategies, LLC
For
Consulting Services

THIS AGREEMENT, is entered into the 8th day of November, 2023 by and between the **City of Texarkana, Texas** {herein called 'City'} and McWilliams Strategies, LLC (herein called 'Consultant'} to provide consulting services to the City for guidance in governmental affairs.

WITNESSETH:

WHEREAS, the City is in need of assistance in the opportunities and risks arising in the Texas legislative and regulatory arenas and requires representation by an experienced external governmental affairs consulting firm; and

WHEREAS, Consultant has the unique expertise and experience necessary to provide the services; and

WHEREAS, the City previously entered into an agreement with Consultant to provide said services under an October 2022 proposal which set forth the scope of services Consultant would provide (the "Services"); and

WHEREAS, the City and Consultant desire to continue this relationship and extend the contract for an additional period of time;

NOW, THEREFORE, in consideration of the foregoing and other valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

I. **INDEPENDENT CONTRACTOR RELATIONSHIP** – Consultant is an independent contractor and not an employee or servant of the City. Nothing in this Agreement is intended to or shall be construed in any manner as creating or establishing the relationship of employer/employee between the parties. Consultant shall at all times remain an independent contractor with respect to the service to be performed under this Agreement. City shall be exempt from payment of unemployment compensation, FICA, retirement, life and/or medical insurance and workers' compensation insurance, as Consultant is an independent contractor.

II. **SCOPE OF SERVICES** – CONSULTANT shall provide professional services, in compliance with all applicable federal, state and local laws and regulations relating to the scope of services set forth in Schedule "A" attached and made a part hereto, and any other services or key decision makers as are agreed upon between the parties.

III. **COMPENSATION** - City agrees to pay the Consultant a monthly fee of $3,333.33 (which includes all expenses incurred by Consultant).

IV. **TERM** - The term of this Agreement shall run from October 1, 2023 through September 30,

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

2024, and shall automatically renew for one year terms, unless terminated by either party upon giving thirty (30) days written notice of such termination.

V. **ASSIGNMENT** – This Agreement may not be assigned without the prior written consent of the City.

VI. **NOTICES** – Communication and details concerning this Agreement shall be directed to the following contract representatives:

City of Texarkana:
Dr. David Orr
City Manager
220 Texas Blvd.
Texarkana, TX 75501

McWilliams Strategies, LLC
Dean McWilliams
316 West 12th Street
5th Floor
Austin, TX 78701

VII. **GENERAL COMPLIANCE** - Consultant agrees to comply with all applicable federal, state, and local laws and regulations relating to the services provided under this Agreement.

VIII. **HOLD HARMLESS** - Consultant shall hold harmless, defend and indemnify the City from any and all claims, actions, suits, charges and judgments whatsoever that arise out of Consultant's performance or non-performance of the services or subject matter called for in this Agreement.

IX. **WAIVER OF CONTRACTUAL RIGHT** – The failure of either party to enforce any provision of this agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this agreement.

X. **CONSTRUCTION AND VENUE** - This Agreement shall be governed by and construed in accordance with the laws of the state of Texas. The parties hereto hereby irrevocably consent to the exclusive jurisdiction and venue of the courts of the state of Texas, county of Bowie, for the purposes of all legal proceedings arising out of or relating to this Agreement or the actions that are contemplated hereby.

XI. **ENTIRE AGREEMENT** – This agreement, along with the attachments hereto, contains the entire agreement of the parties, with respect to the subject matter herein, and there are not other agreements whether oral or written. This agreement supersedes any prior written or oral agreements between the parties.

XII. **AMENDMENTS** - This Agreement may not be altered or amended except in writing, signed by an authorized representative of both parties, and approved by the City's governing body if determined necessary by City.

XIII. **SEVERABILITY** - If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

City of Texarkana	McWilliams Strategies, LLC
Dr. David Orr, City Manager	Dean McWilliams
Date 11/8/23	Date 11/8/2023

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

Schedule "A"

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

McWilliams Strategies, LLC

City of Texarkana, Texas
Consulting Services Proposal
October 2022

In Brief:

The City of Texarkana, Texas' (the "City") significant and ever-expanding interests, and the opportunities and risks currently arising in the Texas legislative and regulatory arenas, warrant continued representation by an experienced external governmental affairs consulting firm, McWilliams Strategies. McWilliams Strategies is led by Texarkana, Texas native, Dean McWilliams, who serves as President and CEO, and is most uniquely positioned to continue to fulfill this role. Capitol veterans, Ben Williams-Senior Vice President and Jake Robinson-Legislative Director serve in key roles with the firm (see attached press release). The following proposal would form the basis for establishing both short- and long-term governmental affairs strategies designed to achieve the City's legislative and regulatory objectives.

At the time of this writing, a multitude of critical legislative and regulatory issues in Texas that directly impact the City are being considered leading up to the Regular Legislative Session that begins in January of 2023. McWilliams Strategies President and CEO, Dean McWilliams, has had a longstanding and trusted working relationship with the City for over a decade and much success has been achieved. Mr. McWilliams was born and raised in Texarkana and graduated from Texas High School in 1986. His first job upon completion of his college degree at Texas A&M University was in the Texas Capitol with then Representative Barry Telford who represented Texarkana, Texas. He was later promoted to work in the Texas Senate for former Lieutenant Governor and State Senator Bill Ratliff who also represented Texarkana.

Over several decades, Mr. McWilliams has supported his hometown and has been the principal governmental affairs consultant for the City of Texarkana on a multitude of important issues. These issues and initiatives include, but are not limited to, Texarkana Community College, downward expansion and funding of Texas A&M-Texarkana, water, transportation, airport and economic development. Most recently, he has been working on securing additional funding for the airport expansion and combatting an unfavorable sales tax interpretation by the Comptroller's office. Mr. McWilliams also represents key allies in the Texarkana area which include, but are not limited to, AR-TX REDI and TexAmericas Center.

In the past few weeks, House and Senate Interim Committees have completed their public hearings and interim reports will be issued soon that include many key topics with the potential to impact the City beneficially or detrimentally. These Committees will use the feedback and testimony received regarding these interim charges to formulate recommendations for priority legislation for the next Session and prefiling of bills begins on November 14th. Therefore, it is a critical time for any necessary legislative and regulatory changes the City may be considering to be communicated directly to executive and legislative leadership. In addition, strategic partnerships should be formulated for

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

McWilliams Strategies, LLC

unified messaging with like-minded associations that have influence and frequently testify at the Capitol.

In order to best position to capitalize on these and other opportunities arising in Texas, the City continues to need a knowledgeable and diligent Texas governmental affairs firm like McWilliams Strategies at its disposal. Texas politics has proven in recent years to be volatile and subject to rapid, seemingly unpredictable change regarding major substantive policy matters. In such an environment, those entities who enlist an experienced Texas governmental affairs firm gain a tremendous competitive advantage. McWilliams Strategies has developed, and will employ for, an effective, holistic approach to leverage the legislative and regulatory processes, including preparing testimony for public hearings held by legislative committees and state agencies; helping draft or amend legislation, state agency rules, and budget riders/requests; and securing high level meetings with key decision makers.

In conclusion, the City should re-engage the proven Dean McWilliams and McWilliams Strategies to most effectively implement a proactive and defensive governmental affairs strategy that will protect and expand its interests in Texas. Arranging meetings with key decision makers would be an initial step in the process of ensuring that establishes a "seat at the table" during each step of the legislative and regulatory processes that are ramping up at this moment. This proposal establishes short-term strategies aimed at immediate goals and provides a framework for developing a permanent, long-term governmental affairs strategy. McWilliams Strateiges is uniquely qualified, like no other firm, to successfully achieve these objectives.

Scope of Services: McWilliams will arrange meetings with key decision makers (see below suggested targets) after collaborating with City representatives to determine top opportunities and risks. Proven and effective strategies that have successfully been employed by McWilliams Strategies will be utilized, which include, but are not limited to, the following:

- McWilliams Strategies will monitor, track, and analyze legislation, administrative rules, and committee activity as directed by the City. McWilliams Strategies will provide intelligence-gathering services as directed by the City. McWilliams Strategies will promptly report legislative and administrative activity that could affect the City either positively or adversely.

- McWilliams Strategies will serve as a general strategic resource to assist the City in developing government relations.

- McWilliams Strategies will assist in support of or opposition to legislation, rules, policies, or programs that may affect the City, including drafting proposed legislation, appearing as an advocate before members of the executive and legislative branch and presenting information to the legislature or state government.

McWilliams Strategies, LLC
316 West 12th Street, 5th Floor, Austin, TX 78701
(512) 425-0667

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

McWilliams Strategies, LLC

- McWilliams Strategies will work with trade associations, interest groups and other entities sharing issues of common interest with the City.
- As appropriate and as mutually agreed by both parties, this Agreement can be amended to allow McWilliams Strategies to perform such other services as may be in the best interests of the City.

Suggested Targets: The below information is simply designed to provide an idea of an initial roadmap that would be perfected and expanded based on input from the City and is by no means a complete and final list of suggested targets.

- Top State Agency Targets:

  Texas Comptroller of Public Accounts- Comptroller Glenn Hegar

  Texas Department of Transportation -Executive Commissioner Marc Williams

  Health & Human Services Commission- Executive Commissioner Cecile Young

  Texas Commission on Environmental Quality- Executive Director Toby Baker

  Texas Water Development Board- Executive Administrator Jeff Walker

- Legislative Targets:

  Leadership Offices

  Governor Greg Abbott (R)

  Lieutenant Governor Dan Patrick (R – Houston)

  House Speaker Dade Phelan (R-Beaumont)

  Governor's Office of Economic Development Director -Adriana Cruz

  Texas Senate

  Senator Bryan Hughes (R – Mineola), District includes City of Texarkana, Texas
  Chair of the Senate State Affairs Committee

  Senator Business and Commerce

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

McWilliams Strategies, LLC

Senator Joan Huffman (R-Houston) Chair of Senate Finance

Senator Paul Bettencourt (R-Houston) Chair of Senate Local Government

Senator Brian Birdwell (R-Waco) Chair of Senate Natural Resources and Economic Development Committee

Senator Robert Nichols (R-Jacksonville) Chair of Senate Transportation Committee

Senator Charles Perry (R-Lubbock) Chair Senate Water, Agriculture and Rural Affairs Committee

Texas House of Representatives

Representative Gary VanDeaver (R-New Boston) District includes Texarkana, Member of the Appropriations Committee

Representative Greg Bonnen (R-Friendswood) Chair House Appropriations Committee

Representative Lynn Stuckey (R-Denton) Vice Chair House County Affairs Committee

Representative Angie Chen Button (R-Garland) Chair House Economic Development Committee

Representative Will Metcalf (R-Conroe) Chair House State Affairs

Representative Terry Canales (D-Edinburg) Chair House Transportation Committee

Representative Philip Cortez (D-San Antonio) Chair House Urban Affairs Committee

- Allied Organization Targets:

Texas Municipal League

Texas Association of Counties

Texas Association of Business

Attachment: 2025-085 ATTH 01 executed cons serv contract [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting

RESOLUTION NO. 2025-085

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ENDING THE AUTHORIZATION OF RESOLUTION NO. 2022-135 FOR CONTRACTING WITH A GOVERNMENTAL AFFAIRS CONSULTING FIRM AND AUTHORIZING THE CITY MANAGER TO PROVIDE ADVANCE NOTICE OF CONTRACT TERMINATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in 2022, the City issued a Request for Proposals for governmental affairs consulting services to provide the City with professional services to monitor, track, and analyze legislation, administrative rules, and committee activity along with the ability to serve as a general strategic resource to assist with developing government relations; and

WHEREAS, from two proposals submitted by qualified firms, the City Council by Resolution No. 2022-135 selected one of the firms and authorized the City Manager to enter into an agreement for such professional services with the selected firm; and the executed agreement automatically renews for one-year terms "unless terminated by either party upon giving thirty (30) days written notice of such termination"; and

WHEREAS, during the recently-concluded 89th Regular Session of the Texas Legislature, both the House and Senate considered legislation (and the Senate passed SB 19) to curtail, if not completely eliminate, the authority of municipalities to contract for such governmental consulting services, which prompts the City Council and City staff to reevaluate both the City's procurement processes and need for such services; and

WHEREAS, the City Council deems it in the best interests of the City to end the authorization extended by Resolution No. 2022-135 and to authorize the City Manager to provide written notice of termination of the City's consulting services agreement pursuant to the terms of the agreement.

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

SECTION 1: The City Council ends the authorization of Resolution No. 2022-135 for contracting with a governmental affairs consulting firm and authorizes the City Manager to provide advance written notice of termination of the consulting services agreement to the governmental affairs consulting firm selected by Resolution No. 2022-135; and said resolution will remain in effect only until the termination date specified in the notice, after which the City Council's authorization under Resolution No. 2022-135 will expire.

Attachment: 2025-085 RES ending 2022-135 v3 [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting services

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-085 RES ending 2022-135 v3 [Revision 1] (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting services

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: 2025-085 Goals & Perspectives (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting services contract)

RESOLUTION NO. 2025-085

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ENDING THE AUTHORIZATION OF RESOLUTION NO. 2022-135 FOR CONTRACTING WITH A GOVERNMENTAL AFFAIRS CONSULTING FIRM AND AUTHORIZING THE CITY MANAGER TO PROVIDE ADVANCE NOTICE OF CONTRACT TERMINATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in 2022, the City issued a Request for Proposals for governmental affairs consulting services to provide the City with professional services to monitor, track, and analyze legislation, administrative rules, and committee activity along with the ability to serve as a general strategic resource to assist with developing government relations; and

WHEREAS, from two proposals submitted by qualified firms, the City Council by Resolution No. 2022-135 selected one of the firms and authorized the City Manager to enter into an agreement for such professional services with the selected firm; and the executed agreement automatically renews for one-year terms "unless terminated by either party upon giving thirty (30) days written notice of such termination"; and

WHEREAS, during the recently-concluded 89th Regular Session of the Texas Legislature, both the House and Senate considered legislation (and the Senate passed SB 19) to curtail, if not completely eliminate, the authority of municipalities to contract for such governmental consulting services, which prompts the City Council and City staff to reevaluate both the City's procurement processes and need for such services; and

WHEREAS, the City Council deems it in the best interests of the City to end the authorization extended by Resolution No. 2022-135 and to authorize the City Manager to provide written notice of termination of the City's consulting services agreement pursuant to the terms of the agreement.

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

SECTION 1: The City Council ends the authorization of Resolution No. 2022-135 for contracting with a governmental affairs consulting firm and authorizes the City Manager to provide advance written notice of termination of the consulting services agreement to the governmental affairs consulting firm selected by Resolution No. 2022-135; and said resolution will remain in effect only until the termination date specified in the notice, after which the City Council's authorization under Resolution No. 2022-135 will expire.

Attachment: 2025-085 RES ending 2022-135 signed (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting services contract)

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

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:25p.m.

Attachment: 2025-085 RES ending 2022-135 signed (4519 : 2025-085 ending Res 2022-135 / notice to terminate consulting services contract)

City of Texarkana, Texas

Version: B

Briefing Sheet

Update Date: 6/26/2025 9:20 AM

Lead Department: City Attorney **Action Officer:** Jeffery Lewis,

Subject: Ordinance No. 2025-082 calling for a Special Election to be held on the November Uniform Election Date -- Tuesday, November 4, 2025 -- to consider City Charter amendments.

Briefing: 7/14/2025 **Public Hearing:** 7/14/2025 **Council Vote:** 7/14/2025

Item Schedule

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

Updates/History of Briefing:

Not applicable.

Executive Summary and Background Information:

City staff has completed review of the City Charter as recommended every five years per Art. XVII, Sec. 16 of the Charter. Four amendments are proposed for City Council consideration and, if approved, voter consideration. These amendments are intended to update and strengthen the City's governance framework.

Summary of the proposed amendments:

Amendment No. 1 introduces a new section for Mission, Vision, and Values statements, which will guide the overall direction and strategic priorities of the city. This formal adoption ensures consistent organizational focus and accountability.

Amendment No. 2 expands the residency requirements for the city manager and city judge to include all of Bowie County, enhancing succession planning and helping to attract a broader pool of qualified candidates for these key leadership roles.

Amendments No. 3 and 4 refine the organizational structure by granting the city manager authority to appoint the clerk of the municipal court and to designate a technical advisor to the planning commission in lieu of a dedicated planning director. These changes offer improved operational flexibility and better alignment with the city's current administrative processes.

With reference to the proposed amendments that deal with the municipal court, Judge Sherry Jackson Hawkins has been consulted and concurs with the proposals.

The ordinance form contains the text of the proposed amendments and proposed ballot measures.

Potential Options:

Approve, decline to approve, or approve with modifications.

Fiscal Implications:

Special election costs to be paid to Bowie County (costs to be determined).

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Not applicable.

Board/Committee Recommendation:

Not applicable.

Advisory Board/Committee Meeting Date and Minutes:

Not applicable.

Attachments

a. 2025-082 ORD Special Election for Charter Amendments (DOCX)
b. 2025-082 EXH B voting centers (PDF)
c. 2025-082 ATTH 01 Joint Election Contract Nov 2025 (PDF)
d. 2025-082 ATTH 02 Projected Election Costs (PDF)
e. 2025-082 Goals & Perspectives (DOCX)
f. 2025-082 ORD Charter Amendments signed (PDF)

Staff Coordination

City Attorney	Jeffery C. Lewis	Department Head Review	Completed	05/28/2025 4:10 PM
City Secretary	Jennifer Evans	Review	Completed	05/30/2025 9:05 AM
Human Resources	J.W. Bramlett	Review	Completed	05/30/2025 1:12 PM
Public Works Department	Dusty Henslee	Review	Completed	05/30/2025 1:40 PM
City Manager	David Orr	City Manager Review	Completed	06/02/2025 5:41 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

ORDINANCE NO. 2025 - 082

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ORDERING A SPECIAL ELECTION FOR PROPOSED UPDATES AND REVISIONS OF THE EXISTING CITY CHARTER, ADDING, AMENDING, AND RESTATING SECTIONS OF THE CITY CHARTER, TO BE PLACED ON THE SPECIAL ELECTION BALLOT ON THE UNIFORM ELECTION DATE FOR NOVEMBER 4, 2025, AND PRESENTED TO THE QUALIFIED VOTERS OF THE CITY OF TEXARKANA, TEXAS; PRESCRIBING THE FORM FOR THE BALLOT PROPOSITIONS; PROVIDING FOR VOTING CENTERS AS ESTABLISHED BY BOWIE COUNTY FOR THE GENERAL ELECTION; PROVIDING FOR EARLY VOTING; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE OF THIS ELECTION; PROVIDING FOR REPEALER AND SEVERABILITY CLAUSES; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Home Rule Charter of the City of Texarkana, Texas, originally adopted in May 1960, and subsequently amended to its present form, contains provisions which need to be clarified or modified to make City operations more efficient and effective; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(a), the governing body of a municipality on its own motion may submit a proposed charter amendment to the municipality's qualified voters for their approval at an election; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(b), the ordinance ordering the election shall provide for the election to be held on the first authorized uniform election date prescribed by the Election Code or on the earlier of the date of the next municipal general election or presidential general election and the election date must allow sufficient time to comply with other requirements of law and must occur on or after the 30th day after the date the ordinance is adopted; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(c), notice of election shall be published in a newspaper of general circulation published in the municipality, the notice must include a substantial copy of the proposed amendment, an estimate of the anticipated fiscal impact to the municipality if the proposed amendment is approved at the election, and be published on the same day in each of two successive weeks, with the first publication occurring before the 14th day before the date of the election; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(d), an amendment may not contain more than one subject; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(e), the ballot shall be prepared so that a voter may approve or disapprove any one or more amendments without having to approve or disapprove all of the amendments; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.0045, a municipality may not hold an election for voter approval of adding or amending a city charter with certain specific

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

subject material unless the legislature adopts a resolution approving such material, but no proposed amendments implicate the requirements of Section 9.0045 of the Texas Local Government Code; and

WHEREAS, the City Council, having given due consideration to the recommendations of the city staff, has determined to submit to the qualified voters of the City of Texarkana, Texas, for the voters' adoption or rejection ('yes' or 'no' vote), the proposed amendments to the Charter for the City of Texarkana, Texas, pursuant to the provisions of Chapter 9 of the Texas Local Government Code.

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

SECTION 1: The presented City Charter amendments, attached hereto as **Exhibit "A"** and to which reference is made for all purposes, are hereby accepted and approved.

SECTION 2: A special election is hereby ordered to be held on the next Texas uniform election date, November 4, 2025, pursuant to the laws of the State of Texas and the Charter of the City of Texarkana, Texas, with said election to be held for the purpose of amending the Charter. In all City elections, the Mayor, City Secretary, or City Council shall perform each act as is required to be performed, in connection with the holding and consummation of such election, and to give effect to the intent of this Ordinance. This special election shall be conducted by Bowie County pursuant to a joint election agreement between the City and Bowie County in conjunction with the Bowie County General Election on said same date; and the City Council delegates authority to the City Manager to negotiate and execute such joint election agreement.

SECTION 3: Within the time required for preparation and inclusion of the measures ordered in Section 2 of this Ordinance, the City Attorney shall prepare ballot wording as required by law and forward such to the Bowie County Elections Office. The specimen ballot shall be made available for public inspection in the office of the City Secretary and on the bulletin board in the City Hall as soon as practicable after the official ballots have been prepared for the election, as required by Section 52.007, Texas Election Code.

SECTION 4: Within the time required for notice of the election ordered in Section 2 of this Ordinance, the City Manager or designee shall include in the notice "an estimate of the anticipated fiscal impact to the municipality if the proposed amendment is approved at the election" as required by law.

SECTION 5: The City Secretary shall give notice of this election by publication of a copy of this ordinance on the same day in each of two successive weeks in the Texarkana Gazette, a newspaper of general circulation in the City of Texarkana, with the date of the first publication occurring before the 14th day before the date of the election as required by Texas Local Government Code, Section 9.004 (c).

SECTION 6: The voting centers as established by Bowie County for the November 2025 general and special election, attached hereto as **Exhibit "B"** and to which reference is made for all purposes, for early voting and in-person voting on election day, shall be the polling locations for this special election. Early voting by personal appearance shall be conducted on the dates, times,

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

and locations as noticed by Bowie County for the General and Special Election on November 4, 2025, as follows:

Early Voting by personal appearance will be
conducted each weekday at the following three locations:

[Main Location]
EV1 - Bowie County Courthouse
710 James Bowie Drive
New Boston, Texas

[Branch Location]
EV2 - Southwest Center
3222 West 7th Street
Texarkana, Texas

[Branch Location]
EV3 – Northside Church – East Entrance
5801 Summerhill Road
Texarkana, Texas

Early Voting by Personal Appearance **WEEKDAY** Schedule:

Monday, October 20	8:00 a.m. to 6:00 p.m.
Tuesday, October 21	8:00 a.m. to 6:00 p.m.
Wednesday, October 22	8:00 a.m. to 6:00 p.m.
Thursday, October 23	8:00 a.m. to 6:00 p.m.
Friday, October 24	8:00 a.m. to 6:00 p.m.
Monday, October 27	7:00 a.m. to 7:00 p.m.
Tuesday, October 28	7:00 a.m. to 7:00 p.m.
Wednesday, October 29	7:00 a.m. to 7:00 p.m.
Thursday, October 30	7:00 a.m. to 7:00 p.m.
Friday, October 31	7:00 a.m. to 7:00 p.m.

or as otherwise determined and set by Bowie County, Texas.

Early Voting by Personal Appearance
WEEKEND Schedule:

Saturday, October 25	7:00 a.m. to 7:00 p.m.
Sunday, October 26	**12:00 p.m. to 6:00 p.m.** **[Main Location Only]**

or as otherwise determined and set by Bowie County, Texas.

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

SECTION 7: The deadline for receipt of applications for mail ballot shall be at 5:00 p.m. on October 24, 2025, in the Bowie County Elections Office in accordance with Section 84.007 of the Texas Election Code. The deadline to receive ballots by mail shall be 7:00 p.m. on November 4, 2025, in the Bowie County Elections Office, if carrier envelope is not postmarked, or Wednesday, November 5, 2025, at 5:00 p.m., in the Bowie County Elections Office, if carrier envelope is postmarked by 7:00 p.m. at the location of the election on Election Day (unless overseas or military voter deadlines apply).

SECTION 8: The City Council shall, at its next regular meeting after the election returns are delivered to the City Secretary's office, canvass the returns and declare the official results of the election. If one or more proposed Charter amendments are approved by a majority of the qualified voters voting in the election, the Charter as amended shall be considered adopted when an official order has been entered upon the records of the City by the City Council declaring the same adopted.

SECTION 9: The ballots for said election shall be prepared by Bowie County in conformity with Chapter 52 of the Texas Election Code so that a voter may approve or disapprove each proposed charter amendment without having to approve or disapprove all of the proposed charter amendments.

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

SECTION 11: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 12: In the event of any changes made by Bowie County, Texas, or the Governor of the State of Texas, to the dates or deadlines set forth in this Ordinance or other law, then this Ordinance shall be deemed amended to conform with such changes.

SECTION 13: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

SECTION 14: 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 **14th day of July, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

Exhibit A

Amendment A:

Texarkana, Texas, City Charter, Article I, shall be amended as follows to add new Section 8 – "Mission, Vision, and Values statements":

Sec. 8. – Mission, Vision, and Values statements.

The city council shall adopt and periodically review the City's official Mission, Vision, and Values to reflect the purpose, goals, and guiding principles of municipal governance. These statements shall be used to inform strategic initiatives, budgetary priorities, community engagement efforts, and internal operations. Adoption or modification of these statements shall be made by resolution of the city council and shall be reviewed no less than once every five years.

Ballot Language:

City of Texarkana Charter Amendment A: Amending the City Charter, Article I. - Incorporation, Form of Government and Powers, by adding Section 8 - Mission, Vision, and Values statements. Providing for the city council to adopt by resolution and periodically review the City's official Mission, Vision, and Values statements.

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

Amendment B:

Texarkana, Texas, City Charter, Art. III, Sec. 1, Art. X, Sec. 3, and Art. XVII, Sec. 10, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

ARTICLE III. - CITY MANAGER
Sec. 1. - Qualifications.

The city manager shall be chosen by the council solely on the basis of his executive and administrative qualifications with special reference to his actual experience in or his knowledge of accepted practice in respect to the duties of his office, as hereinafter set forth, provided that any person who is appointed city manager must have had at least two years of experience as a city manager or assistant city manager, or two years of comparable professional engineering or administrative experience within the last five years. ~~At the time of his appointment he need not be a resident of the city or state but d~~During his tenure of office he shall reside as provided in article XVII, Sec. 10 ~~within the city~~, and no person shall be eligible for such appointment who has held any elective office of the city within the two years preceding such appointment.

ARTICLE X. – JUDICIARY
Sec. 3. - City judge.

There shall be a magistrate of said corporation court known as the city judge who shall be elected at a regular or special meeting held in May of each even year by a majority vote of the council for a term of two years beginning on the first day in June after such election. During his tenure of office he shall reside as provided in article XVII, Sec. 10. ~~He shall be a resident of the City of Texarkana, Texas, for at least one year preceding his appointment.~~ His compensation shall be fixed by the council and shall not be decreased during the term for which appointed. He may be removed by the council for incompetency, misconduct or malfeasance, under the terms and procedures provided in article III, section 2, as for the city manager. In the event of failure of the city judge to act for any reason, the mayor shall designate the person to act in the place and stead of the city judge, with such compensation as shall be fixed by the city council.

ARTICLE XVII. - GENERAL PROVISIONS
Sec. 10. - Residence requirements for city manager and city judge ~~officers and employees~~.

The City Manager and City judge appointed under the terms of this Charter shall, upon commencing such position ~~employment~~, be or within 90 days of commencement of such appointment ~~employment~~ shall become, a resident of Bowie County, Texas~~of the City of Texarkana, Texas~~, and shall remain a resident within said county ~~of the City of Texarkana, Texas,~~ so long as appointment ~~employment~~ continues.

Ballot Language:

City of Texarkana Charter Amendment B: Amending the City Charter by revising Article III. - City Manager, § 1 - Qualifications; Article X, Judiciary, § 3 – City judge; and Article XVII. - General Provisions, § 10 - Residence requirements for officers and employees. Providing for retitling Art. XVII, § 10 to "Residence requirements for city manager and city judge", and expansion of territory for the city manager and city judge residence requirement to include the entirety of Bowie County, Texas.

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

Amendment C:

Texarkana, Texas, City Charter, Article X, Sec. 4, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

ARTICLE X. – JUDICIARY

Sec. 4. - Clerk of court.

The clerk of the corporation court shall be appointed by the city manager or designee ~~**judge**~~. He and his deputies shall have the power to administer oaths and affidavits, make certificates, affix the seal of said court thereto and generally do and perform any and all acts usual and necessary by clerks of courts in issuing processes of said courts and conducting the business thereof.

Ballot Language:

City of Texarkana Charter Amendment C: Amending the City Charter by revising Article X, Judiciary, § 4 – Clerk of court. Providing for the city manager or designee to appoint the clerk of the court.

Amendment D:

Texarkana, Texas, City Charter, Article XIII, Planning, § 3 – Planning department; director of planning, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

Sec. 3. - Planning department; director of planning.

There shall be a city planning department to be headed by the director of planning. The director of planning or other employee designated by the city manager shall serve as the ~~**regular**~~ technical adviser of the city planning commission, and shall have such other duties and responsibilities as the council may establish.

Ballot Language:

City of Texarkana Charter Amendment D: Amending the City Charter by revising Article XIII, Planning, § 3 – Planning department; director of planning. Providing for the city manager to designate an employee in lieu of the director of planning to serve as the technical adviser to the city planning commission.

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

Proposed Measures in Ballot Form

City of Texarkana,
Charter Amendment A:

Amending the City Charter, Article I. - Incorporation, Form of Government and Powers, by adding Section 8 - Mission, Vision, and Values statements. Providing for the city council to adopt by resolution and periodically review the City's official Mission, Vision, and Values statements.

⬭ For

⬭ Against

City of Texarkana,
Charter Amendment B:

Amending the City Charter by revising Article III. - City Manager, § 1 - Qualifications; Article X, Judiciary, § 3 – City judge; and Article XVII. - General Provisions, § 10 - Residence requirements for officers and employees. Providing for expansion of territory for the city manager and city judge residence requirement to include the entirety of Bowie County, Texas, and retitling Art. XVII, § 10 to "Residence requirements for city manager and city judge".

⬭ For

⬭ Against

City of Texarkana,
Charter Amendment C:

Amending the City Charter by revising Article X, Judiciary, § 4 – Clerk of court. Providing for the city manager or designee to appoint the clerk of the court.

⬭ For

⬭ Against

City of Texarkana,
Charter Amendment D:

Amending the City Charter by revising Article XIII, Planning, § 3 – Planning department; director of planning. Providing for the city manager to designate an employee in lieu of the director of planning to serve as the technical adviser to the city planning commission.

⬭ For

⬭ Against

Attachment: 2025-082 ORD Special Election for Charter Amendments (4518 : 2025-082 ORD special election charter amendments)

2025-082 EXH B

Bowie County Voting Centers

Election Day Voting Centers and Early Voting Centers

1. **Oak Street Baptist Church**
   Family Life Center
   401 Waterall St
   Texarkana, TX
2. **St. Paul's Missionary Baptist Church**
   Family Life Center
   2921 Norris Cooley Dr
   Texarkana, TX
3. **Liberty Eylau Baptist Church**
   Family Life Center
   5605 S Lake Dr
   Texarkana, TX
4. **Liberty Eylau School of Success**
   Cafeteria
   766 Macedonia Rd
   Texarkana, TX
5. **Wake Village 1st Baptist Church**
   Fellowship Hall
   820 Wake Ave
   Wake Village, TX
6. **Collins Senior Center**
   Meeting Room
   3000 Texas Blvd
   Texarkana, TX
7. **Texarkana College**
   Levi Hall
   2500 N Robison Rd
   Texarkana, TX
8. **New Zion Missionary Baptist**
   Family Room
   1901 Charlestine St
   Texarkana, TX
9. **Sullivan Performing Arts Center**
   Foyer
   3941 Summerhill Rd
   Texarkana, TX
10. **Nash 1st Baptist Church**
    Room 117A
    500 E New Boston Rd
    Nash, TX
11. **First Baptist Church of Texarkana**
    Scout Center
    3015 Moores Ln
    Texarkana, TX
12. **Richmond Road Baptist Church**
    Worship Center
    5805 Richmond Rd
    Texarkana, TX
13. **Hardy Memorial Methodist Church**
    Youth Center
    6203 N Kings Hwy
    Texarkana, TX
14. **Hooks High School**
    Gym
    401 E Ave A
    Hooks, TX
15. **Simms Baptist Church**
    Fellowship Hall
    105 CR 4216
    Simms, TX
16. **Old Salem Baptist Church**
    Fellowship Hall
    6199 FM 1840
    New Boston, TX
17. **De Kalb High School**
    Gym
    101 SW Maple St
    De Kalb, TX
18. **New Boston City Hall**
    Community Center
    301 NE Front St
    New Boston, TX
19. **Leary City Hall**
    Council Chambers
    9504 W New Boston Rd ***BA ADDR
    Leary, TX
20. **First Baptist Church Red Springs**
    Family Life Center
    1101 FM 991
    Texarkana, TX
21. **First Baptist Church of Redwater**
    Family Life Center
    105 Redwater Blvd E
    Redwater, TX
22. **Maud Church of Christ**
    Family Life Center
    414 Houston Dr
    Maud, TX
23. **Malta Baptist Church**
    Family Life Center
    23 PR 27891
    De Kalb, TX
24. **Southwest Center**
    ABC Room
    3222 W 7th St
    Texarkana, TX
25. **Cross Pointe Texarkana**
    Gym
    3130 University Ave
    Texarkana, TX

EV1. **Bowie County Courthouse**
Elections Workroom
710 James Bowie Dr
New Boston, TX

EV2. **Southwest Center**
Room ABC
3222 W 7th St
Texarkana, TX

EV3. **Northside Church**
East Entrance
5801 Summerill Rd
Texarkana, TX

Attachment: 2025-082 EXH B voting centers [Revision 1] (4518 : 2025-082 ORD special election charter amendments)

Texarkana Water Utilities (TWU) maps are for display purposes only. TWU makes no guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided. TWU specifically disclaims any and all liability for any claims or damages that may result from providing GIS data.

COUNTYWIDE VOTING NOTICE

Voters in Bowie County will now be able to vote at any polling location on Election Day.

Bowie County's Application to Participate in Countywide Voting has been approved by the Texas Secretary of State. The County submitted an Application on July 13, 2022, and received word of approval on Friday, August 12, 2022.

Voters have a choice of 25 Vote Centers strategically located across the county. On election day a registered voter can vote at any location from 7am to 7pm. A list of the locations is posted under the "Where to Vote" banner.

Countywide voting makes voting more convenient, more secure, potentially increases voter turnout, and prevents eligible voters from being turned away or given a provisional ballot because the voter is in the wrong voting precinct on election day.

Voters had their first opportunity to use the new program beginning with the November 8, 2022, General/Joint Elections. In the future, all elections, including general, special, joint, primaries, and runoffs will be eligible to use the countywide polling centers.

For more information on the program or Bowie County Elections please call 903.628.6810 or visit www.co.bowie.tx.us/page/bowie.Elections.

Attachment: 2025-082 EXH B voting centers [Revision 1] (4518 : 2025-082 ORD special election charter amendments)

JOINT ELECTION AGREEMENT
FOR
NOVEMBER 4, 2025, JOINT LOCAL ELECTION

Attachment: 2025-082 ATTH 01 Joint Election Contract Nov 2025 (4518 : 2025-082 ORD special election charter amendments)

Contracting Statement

1. Bowie County (the "County") will be conducting general and special elections for the participating entities (each, a "Participating Entity," and together, the "Participating Entities") listed in Exhibit A, which is attached to and incorporated into this agreement, on November 4, 2025. The Participating Entities require elections to be held on November 4, 2025.

2. Under Texas Election Code Section 271.002, political subdivisions of the State of Texas are authorized to hold elections jointly in voting precincts that can be served by common Vote Centers if elections are ordered by the authorities of two or more political subdivisions to be held on the same day in all or part of the same territory.

3. Texas Government Code Chapter 791 authorizes local governments to contract with one another and with state agencies for various governmental functions, including those in which the contracting parties are mutually interested.

4. It would benefit the County, the Participating Entities, and their respective citizens and voters to hold the elections jointly in the election precincts that common Vote Centers can serve.

5. Pursuant to Texas Election Code Sections 271.002 and 271.003 and Texas Government Code Chapter 791, this Joint Election Agreement is entered into by and between Bowie County, a political subdivision of the State of Texas acting by and through the Bowie County Commissioners Court, and the Participating Entities, each acting by and through their respective governing bodies.

I. Scope of Joint Election Agreement

This agreement covers the November 4, 2025, Constitutional/Joint and/or Special Elections for the parties to this agreement to be held on November 4, 2025, and any runoffs needed. The County and the Participating Entities will hold all the entities elections on Tuesday, November 4, 2025 ("Election Day") jointly for the voters in each of the participating entities.

II. Election Officer

The Participating Entities hereby appoint the Bowie County Election Administrator, the election officer for the County, as the Election Officer to perform and supervise all necessary duties and responsibilities for both the County and the Participating Entities involved in conducting the joint election covered by this agreement.

III. Early Voting

Each of the Participating Entities agrees to conduct its early voting jointly. Each of the Participating Entities appoints the Bowie County Election Administrator, the early voting clerk for Bowie County, as the early voting clerk for the joint election. Early voting for the Participating Entities will be conducted at the dates, times, and locations as required by the Texas Election Code and authorized and ordered by the governing body of each Participating Entity.

A. *County Responsibilities*

1. The County will provide to the governing body of each Participating Entity a list of places, times, and dates of early voting suitable for consideration and adoption by the governing body, under Texas Election Code chapter 85.

2. The Bowie County Election Administrator, as the early voting clerk, will be responsible for conducting early voting by mail and by personal appearance for all Bowie County voters voting in the joint election. The Bowie County Election Administrator will promptly receive from each Participating Entity's any regular early voting clerk applications for early voting ballots to be voted by mail, under Texas Election Code Title 7. The Bowie County Election Administrator will send early voting ballots by mail and receive early voting ballots for early voting by mail. And the Bowie County Election Administrator may appoint as many deputy early voting clerks as necessary to assist the Bowie County Election Administrator with voting to take place at the early voting locations.

3. The County will determine the number of election workers to hire to conduct early voting in the joint election. The Bowie County Election Administrator will arrange for training for all election workers and will assign all election workers employed for early voting in the joint election. The training of these election workers is mandatory; these individuals will be compensated for their time in training. The County will provide a training facility to train election workers employed in conducting early voting, including early voting by personal appearance at main and temporary branch early voting Vote Centers, early voting by mail, and other aspects of the early voting program for the joint election. The County will name early voting deputies and clerks employed to conduct early voting.

4. The County will provide and deliver all supplies and equipment necessary to conduct early voting for the joint election, including ballots, election forms, any necessary ramps, utility hook-ups, signs, registration lists and ballot boxes, to early voting Vote Centers. The County will designate and confirm all early voting Vote Center locations.

5. The County will be responsible for preparing and transporting the electronic voting equipment necessary to conduct early voting. The County will perform all tests of voting equipment as required, including posting notice of equipment testing.

6. Under Election Code sections 66.058 and 271.010, the Participating Entities appoint the Bowie County Election Administrator as the custodian of records for the sole purpose of preserving all voted ballots securely in a locked room in the locked ballot boxes before transfer to the Early Voting Ballot Board and to Central Count.

7. The County will receive ballot language in both English and Spanish from each Participating Entity and format the ballots as needed to include these languages. The County will provide each Participating Entity with a final proof of ballot language for approval before printing the ballots. Upon final proof approval, ballots will be printed in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the ballot mail outs for the Early Voting by Mail Program.

8. A single joint voter sign-in process consisting of a common list of registered voters, and common signature rosters will be used for early voting. A single combined ballot and single ballot box will be

Attachment: 2025-082 ATTH 01 Joint Election Contract Nov 2025 (4518 : 2025-082 ORD special election charter amendments)

used. The County will use the Election Systems and Software (ES&S) electronic voting system, as defined, and described by Texas Election Code Title 8 and agrees to use ballots that are compatible with such equipment.

9. The County will be responsible for conducting the Early Voting Ballot Board. The County will designate a person to serve as the presiding judge for the Early Voting Ballot Board and will provide that information to the governing body of each Participating Entity for entry of an order by that authority appointing this official. The presiding judge for the Early Voting Ballot Board is eligible to serve in this capacity. The presiding judge for the Early Voting Ballot Board will appoint two or more election clerks from the selection provided by the County. The Presiding Judge and clerks will compose the Early Voting Ballot Board and will count and return early voting ballots and perform all other duties the Election Code requires of it.

B. *Participating Entities' Responsibilities*

1. Each Participating Entity will appoint a qualified person to serve as the regular early voting clerk for the Participating Entity. The regular early voting clerk for each respective Participating Entity will receive requests for applications for early voting ballots to be voted by mail and will forward in a timely manner, as prescribed by law, all applications for early voting ballots to be voted by mail, received in the Entity's office, to the Bowie County Election Administrator.

2. Each Participating Entity will provide ballot language for the respective portion of the official ballot to the County in both English and Spanish. The Participating Entity must make any additions, modifications, deletions, or other changes to such ballot contents or language before the Participating Entity's final proof approval. The County will provide the Participating Entity with a final proof of ballot language, as it is to appear on the ballot, for final proof approval. Upon final proof approval, the ballot will be programmed for the voting equipment in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the printed ballot mail outs for the Early Voting by Mail Program.

IV. Election Day

A. *County Responsibilities*

1. The County will designate and confirm all Election Day Vote Center locations for the joint election and will forward such information, Exhibit B, to the Participating Entities in a timely fashion to allow the governing body of the respective Participating Entities to enter orders designating such Vote Centers.
2. The County will designate the presiding election judge and the alternate presiding election judge to administer the election at each Vote Center is to be used and will forward such information to the Participating Entities to allow the governing bodies of the respective Participating Entities to enter appropriate orders designating such officials before the election. The presiding election judge and alternate presiding election judge must be qualified voters of Bowie County. The Election Administrator shall provide a list of presiding election judges and clerks for each Voting Center used and the Participating Entities shall approve the Presiding Judge and Alternate Judges. The alternate presiding election judge may be appointed as a clerk. The alternate presiding election judge may serve as the presiding election judge for the precinct in the presiding election judge's absence. Election judges and clerks will be compensated at the rate established by the County. The Texas Election Code and other applicable laws will determine compensable hours.

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3. One set of election officials will preside over the election in each Vote Center. There will be a single joint voter sign-in process consisting of a common list of registered voters and common signature rosters in each Vote Center. Each voter will receive a single ballot that is applicable to their voting eligibility. A single ballot box will be used at each Vote Center. The officer designated by law to be the custodian of the voted ballots for the County will be custodian of all materials used in the Vote Centers. The County will use the Election Systems and Software (ES&S) electronic voting system, as defined, and described by Texas Election Code Title 8 and agrees to use ballots that are compatible with such equipment.

4. The County will arrange for training and will provide the instructors, manuals and other training materials deemed necessary for training all judges and clerks. Training for election judges and alternate judges is mandatory, and these individuals will be compensated for their time in training.

5. The County will arrange for election-day voter registration lists for the joint election. The County will determine and provide the amount of election supplies needed for Election Day voting.

6. The County, by and through the Elections Office, will be responsible for preparing, transporting, and securing voting equipment and election-day supplies for use on Election Day.

7. The County, by and through the County Voter Registrar, will provide the list of registered voters as needed in the overlapping jurisdictions, with designation of registered voters in each Participating Entity, for use at the joint election day Vote Centers on Election Day.

8. The Vote Centers are designated as the Vote Centers that the County commonly uses. At the Vote Centers a single ballot box will be used for depositing all ballots cast in the joint election. At this Vote Center, one voter registration list and signature roster will be kept for the joint election. The final returns for each Participating Entity and the County will be canvassed separately by each respective Participating Entity's governing board. The Bowie County Election Administrator will maintain a return center on Election Day for the purpose of receiving returns from the County. The Bowie County Election Administrator will provide unofficial election results to the qualified individual appointed by each Participating Entity.

9. On Election Day, the Bowie County Elections Administrator or the Administrators designated staff will field all questions from election judges.

B. *Participating Entities' Responsibilities*

1. Before Election Day, each Participating Entity will answer questions from the public with respect to the Participating Entity's election during regular office hours of 8:00 a.m. – 5:00 p.m.

2. The designated official for each Participating Entity will receive unofficial election results from the Bowie County Election Administrator at designated times after the polls close on Election Day.

V. Election Night

A. *County Responsibilities*

1. The County will be responsible for all activities on election night, including setting up a central counting station, coordinating and supervising the results tabulation, coordinating, and supervising the physical layout of the support stations that are the joint election's receiving substations, and

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coordinating and managing election media coverage.

2. The County is responsible for transporting voted ballot boxes to the central counting station.

3. The County will appoint the presiding judge and alternate presiding judge of the central counting station to maintain order at the central counting station, to administer oaths as necessary, to receive sealed ballot boxes, and to perform such other duties that the Texas Election Code requires, and will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election. The presiding judge of the central counting station may appoint clerks to serve at the central counting station. In addition, the County will appoint a tabulation supervisor to oversee operating the automatic tabulating equipment at the central counting station; an individual to serve as central counting station manager; and an assistant counting station manager to be in charge of administering the central counting station and generally supervising the personnel working at the central counting station. The County will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election.

4. The County will provide the Participating Entities with reasonable space in a public area adjacent to the central counting station at which each Participating Entity may have representatives or other interested persons present during the counting process.

B. *Participating Entities' Responsibilities*

1. Other than receiving returns from the Bowie County Election Administrator, the Participating Entities have no role or responsibility on the night of the election.

VI. County Resources

A. The County will provide the Elections Office's permanent staff and offices to administer the joint election, under the Bowie County Election Administrator's direction.

B. For early voting, the County will provide a locked and secure area in which voted ballot boxes will be stored until the Early Voting Ballot Board convenes. The Election Office will be responsible for transporting the ballot boxes to the counting area for the Early Voting Ballot Board.

C. The County will be responsible for providing and maintaining voting equipment and testing any voting equipment as required by the Texas Election Code.

D. The County will process the payroll for all temporary staff hired to conduct the joint election. The payroll processing includes statutory reporting and providing W-2 forms where applicable.

E. The County will conduct early voting as indicated in this agreement.

VII. Joint Election Costs; Payment

A. Concurrently with submitting an executed copy of this agreement, each Participating Entity must also submit payment via check, in the amount equal to the deposit identified for that Participating Entity in the Cost Estimate attached as Exhibit C, which is also incorporated into this agreement. **The County is under no obligation to conduct a Participating Entity's elections until the**

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County receives that Participating Entity's payment of Cost Estimate. All checks must be made payable to Bowie County Elections. This deposit represents approximately 50% of the costs of the Participating Entity's share of the estimated election costs. The County will submit an invoice to each Participating Entity for the balance of the Participating Entity's actual joint election expenses upon the election's completion. Joint-election expenses include expenses for facilities, personnel, supplies, and training that the County incurs for establishing and operating all early voting and election-day activities at the Vote Center in the joint election territory as well as activities related to tabulating votes, all as reflected on the Cost Estimate. Each Participating Entity will pay the total amount of its invoice within thirty (30) days of receiving it.

B. In the event of a recount, the expense of the recount will be borne by the Participating Entity involved in the recount on a pro-rata basis.

C. In the event a Participating Entity cancels its respective election because of unopposed candidates under Texas Election Code Title 1, the Participating Entity will be responsible for its respective share of election expenses incurred through the date that the election is canceled as allocated to the cancelling entity based on the formula in the Cost Estimate, adjusted for the actual expenses incurred by the County through the date of the cancellation. When the Participating Entity cancels its election, the County will recalculate the allocation percentages among the remaining Participating Entities according to the formula used in the Cost Estimate.

D. In the event there are any expenses associated with processing a ballot arising from a write-in candidate, the Participating Entity that received the declaration will bear the expenses.

E. Should a Participating Entity establish additional early voting Vote Centers, other than one that is provided by the County, it will bear the expense of doing so and the County will administer the additional Vote Center. The Cost Estimate for each individual Participating Entity will include the additional Vote Center for each Participating Entity, as set forth in Exhibit C.

VIII. General Provisions

A. *Legal Notices*

Each of the Participating Entities will be individually responsible for preparing the election orders, resolutions, notices, and other pertinent documents for adoption or execution by its own respective governing board and for all related expenses. The Bowie County Election Administrator will provide each Participating Entity information on changes affecting the Participating Entity's election, such as Vote Center changes and changes in voting equipment, when such changes are confirmed, verified, or otherwise become known to the Administrator's office. Each of the Participating Entities will be individually responsible for posting or publishing election notices and for all related expenses.

B. *Communication*

Throughout this agreement's term, the Bowie County Election Administrator or the Administrator's employee will meet as necessary with the designated representative of each Participating Entity to discuss and resolve any problems that might arise regarding the joint election.

C. *Custodian*

The Bowie County Election Administrator will serve as the custodian of the keys to the ballot boxes

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for voted ballots in the joint election. The Elections Administrator will also serve as the Custodian of Record for all documents, materials, and records of the election and will retain and secure all election items for the mandated 22-month retention period.

D. *Effective Date*

This agreement takes effect upon its complete execution by the Participating Entities and the County. The obligation of each Participating Entity to the County under this agreement will not end until that Participating Entity pays the County its share of the joint election costs.

IX. Miscellaneous Provisions

A. Amendment/Modification of Exhibits A, B, and C

1. The Participating Entities acknowledge and agree that Exhibits A, B, and C may be amended to add or remove entities wishing to participate or cease participating in the agreement. The Participating Entities agree to future amendments of Exhibits A, B, and C and authorize the County to enter into such amendments without the Participating Entities' having to sign the future amendments. The County agrees to notify all Participating Entities of any amendments to Exhibits A, B, and C.

2. Except as otherwise provided, this Agreement may not be amended in any respect whatsoever except by a further agreement in writing, duly executed by the parties to this agreement, except as provided in (IX. A. 1). No official, representative, agent, or employee of the County has any authority to modify this Agreement except by express authorization from the Bowie County Commissioners Court. No official, representative, agent, or employee of any Participating Entity has any authority to modify this agreement except by express authorization from the governing body of the respective Participating Entity. The Bowie County Election Administrator may propose necessary amendments to this agreement in writing in order to conduct the joint election smoothly and efficiently, except that any such proposed amendment must be approved by the Bowie County Commissioners Court and the governing body of each respective Participating Entity before the amendment will be effective.

B. Force Majeure

In the event that the County cannot perform any of its obligations in this agreement or is interrupted or delayed by any occurrence not occasioned by its own conduct, whether it be an act of God, the result of war, riot, civil commotion, sovereign conduct, or like reason, then the County will be excused from performing for such period of time as is reasonably necessary after such occurrence to remedy its effects.

C. Entire Agreement

This agreement contains the parties' entire agreement relating to the rights granted and the obligations assumed in it, and it supersedes all prior agreements, including prior election services contracts relating to each Participating Entity's November 5, 2024, election. Any prior agreements, promises, negotiations, or representations not expressly contained in this agreement are of no force or effect. Any oral representations or modifications concerning this agreement have no force or effect, except a subsequent amendment in writing as this agreement provides.

D. Severability

If any provision of this agreement is found to be invalid, illegal, or unenforceable by a court of

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competent jurisdiction, such invalidity, illegality, or unenforceability will not affect the agreement's remaining provisions; and its parties will perform their obligations under the agreement's surviving terms and provisions.

E. Breach

In the event that any Participating Entity or the County breaches any of its obligations under this agreement, the non-breaching party will be entitled to pursue any and all rights and remedies allowed by law.

F. Other Instruments

The Participating Entities agree that they will execute other and further instruments, or any documents as may become necessary or convenient to effectuate and carry out this agreement's purposes.

G. Third-Party Beneficiaries

Except as otherwise provided in this agreement, nothing in this agreement, expressed or implied, is intended to confer upon any person, other than the parties to it, any of its benefits, rights, or remedies.

H. Other Joint Election Agreements

The County and the Participating Entities expressly understand and acknowledge that each may enter into other joint election agreements with other political subdivisions, to be held on Election Day and at common Vote Centers covered by this agreement, and that the addition of other political subdivisions as parties to this agreement will require amending Exhibits A, B, and C.

I. Counterparts

This Agreement may be executed in multiple counterparts, all of which will be deemed originals and with the same effect as if all parties to it had signed the same document. Signatures transmitted electronically by e-mail in a "PDF" format shall have the same force and effect as original signatures. All such counterparts will be construed together and will constitute one and the same agreement.

BOWIE COUNTY
BY: _____ Date: _____

Pat McCoy
Bowie County Election Administrator

LOCAL ENTITY

_____ Date: _____
City of Texarkana

Attest:

_____

Attachment: 2025-082 ATTH 01 Joint Election Contract Nov 2025 (4518 : 2025-082 ORD special election charter amendments)

Exhibit A
Participating Entities

As of May 8, 2025, listed below is a list of Participating Entities for the November 4, 2025, Joint Election

City of Texarkana

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Exhibit B
Vote Center Locations

Early Voting (EV) and Election Day (ED)

Vote Center #	Location	Room/Building	Address
EV1	Bowie County Courthouse *Main Location*	Elections Workroom	710 James Bowie Dr., New Boston, TX 75570
EV2	Southwest Center	ABC Room	3222 W. 7th St, Texarkana, TX 75501
EV3	Northside Church	East Entrance	5801 Summerhill Rd, Texarkana, TX 75503

Vote Center #	Location	Room/Building	Address
ED1	Oak St. Baptist Church	Family Life Center	401 Waterall St, Texarkana, TX
ED2	St. Paul's Missionary Baptist Church	Family Life Center	2921 Norris Cooley Dr., Texarkana TX
ED3	Liberty Eylau Baptist Church	Family Life Center	5605 S. Lake Dr., Texarkana TX
ED4	Liberty Eylau School of Success	Cafeteria	766 Macedonia Rd, Texarkana, TX
ED5	Wake Village 1st Baptist Church	Fellowship Hall	820 Wake Ave, Wake Village, TX
ED6	Collins Senior Center	Meeting Room	3000 Texas Blvd, Texarkana, TX
ED7	Texarkana College	Levi Hall	2500 N Robison Rd, Texarkana, TX
ED8	New Zion Missionary Baptist	Family Room	1901 Charlestine St., Texarkana, TX
ED9	Sullivan Performing Arts Center	Foyer	3941 Summerhill Rd, Texarkana, TX
ED10	Nash 1st Baptist Church	Rm 117A	500 East New Boston Rd., Nash, TX
ED11	Texarkana 1st Baptist Church	Scout Center	3015 Moore's Ln., Texarkana, TX
ED12	Richmond Rd Baptist Church	Worship Center	5805 Richmond Rd, Texarkana, TX
ED13	Hardy Memorial Methodist Church	Youth Center	6203 N. Kings Hwy., Texarkana, TX
ED14	Hooks High School	Gym	401 E. Ave A, Hooks, TX
ED15	Simms Baptist Church	Fellowship Hall	105 CR 4216, Simms, TX
ED16	Old Salem Baptist Church	Fellowship Hall	6199 FM 1840, New Boston, TX
ED17	DeKalb High School	Gym	101 SW Maple St., DeKalb, TX
ED18	New Boston City Hall	Community Center	301 NE Front St, New Boston, TX
ED19	Leary City Hall	Council Chambers	9504 W. New Boston Rd, Texarkana, TX
ED20	1st Baptist Church Red Springs	Family Life Center	1101 FM 991 Texarkana, TX
ED21	Redwater 1st Baptist Church	Family Life Center	105 Redwater Blvd E, Redwater, TX
ED22	Maud Church of Christ	Family Life Center	414 Houston Dr., Maud, TX
ED23	Malta Baptist Church	Family Life Center	23 PR 27891, DeKalb, TX
ED24	Southwest Center	ABC Room	3222 W. 7th St., Texarkana, TX
ED25	Cross Pointe Texarkana	Gym	3130 University Ave, Texarkana, TX

Attachment: 2025-082 ATTH 01 Joint Election Contract Nov 2025 (4518 : 2025-082 ORD special election charter amendments)

Exhibit C
Cost Estimates

Cost estimates are not available until August 1, 2025, and will be attached in separate Spreadsheet.

Attachment: 2025-082 ATTH 01 Joint Election Contract Nov 2025 (4518 : 2025-082 ORD special election charter amendments)

BOWIE COUNTY ELECTIONS

ESTIMATED ITEMIZED COST NOVEMBER 5 2025 ELECTION

DATE OF ELECTION:	Nov 5, 2025	**Days of Early Voting**	12
# OF EV POLLING LOCATIONS	3	**# OF ED VOTE CENTERS**	25

LEGAL NOTICE PUBLICATION

Public L&A Test	TXK Gazette	$ 684.00	
Notice of Election	TXK Gazette	$ 876.12	
		Total Notices Cost	**$ 1,560.12**

TRANSPORTATION OF VOTING EQUIPMENT -IH

Uhaul Rentals		$1,800.00	
		Total Transport Cost	**$1,800.00**

POLLING LOCATION SITE RENTAL FEES

Northside Church		$ 1,200.00	
OakStreet Baptist (ED1)		$ 100.00	
St Pauls Miss Baptist (ED2		$ 100.00	
Liberty Eylau Baptist (ED3)		$ 100.00	
New Zion Baptist		$ 100.00	
Wake Village !st Baptist (ED5)		$ 100.00	
Nash First Baptist (ED10)		$ 100.00	
TXK First Baptist (ED11)		$ 100.00	
Richmond Rd Baptist (ED12)		$ 100.00	
Hardy Memorial Methodist (ED13)		$ 100.00	
Simms Baptist (ED15)		$ 100.00	
Old Salem Baptist (ED16)		$ 100.00	
Red Springs Baptist (ED20)		$ 100.00	
Redwater Baptist (ED21)		$ 100.00	
Maud Church of Christ (ED22)		$ 100.00	
Malta Baptist		$ 100.00	
Cross Pointe		$ 100.00	
		Total Rental Cost	**$ 2,800.00**

PROFESSIONAL SERVICES

Letter Folding	ARTX Printing	$ -	
Postage for Ballot by Mail Kits (1500)	In House	$ 2,658.70	
Site Support	ES&S	$ 5,600.00	
Programming/Media Burn/Layout	ES&S	$ 12,000.00	
Ballot by Mail Kits (1500)	ES&S	$ 6,800.00	
Department Personnel OT	paid via BowCo	$ 1,863.00	
		Total Services Cost	**$ 28,921.70**

FIELD TECH SUPPORT

Mileage reimbursement for FTs/Staff		$ -	
EA/DEA			
Runner 1		$ 292.64	
Runner 2		$ 100.00	
		Total Field Tech Support Cost	**$ 392.64**

ELECTION SUPPLIES

	Vendor	Fee per Unit	# EV Units	EV Total	# ED Units	ED Total	
Ballot Activation Card Stock	ES&S	0.1300	15000	$ 1,950.00	15000	$ 1,950.00	
Encrypted Thumb Drives	ES&S	115.00	6	$ 690.00	25	$ 2,875.00	
Flat Fee for Supply Kits	IH Printing	75.00	3	$ 225.00	28	$ 2,100.00	
				$ 2,865.00		**$ 6,925.00**	
						Total Election Supplies Cost	**$ 9,790.00**

COMMUNICATION SERVICES

Verizon USB MiFi (EV&ED)		$ 1,875.00	
Phone Service/Vote Center SB477		$ 560.00	
Per Election		**Total Communications**	**$ 2,435.00**

PRINTING FEES

Sample Ballot - Sets & Composite	ES&S	$ 1,628.45	
Test Deck	ES&S	$ 1,051.54	
Training Guides	IH Printing	$ 980.00	
		Total Printing Cost	**$ 3,659.99**

ELECTION WORKER PAYROLL (490.111)

Testing, EVBB, PVBB, Central Count,PMC	$5,300.00	
Deployment	$1,700.00	
Early Voting Personnel	$33,500.00	
Election Day Personnel	$25,000.00	
	Total Payroll	**$65,500.00**
	SubTotal	$ 116,859.45

ADMINISTRATIVE Fee [Sec 31.098(d)] (5%)

Administrative Fee currently 5%	5%	$ 5,842.97	

ESTIMATED TOTAL

$ 122,702.42

EQUIPMENT FEE [Sec 123.032 (d)] (5%)] FOR NON-PARTICIPATING ENTITIES

	Equip Cost	Fee per Unit	# EV Units	EV Total	# ED Units	ED Total	
DS200 ED/EV	$6,210.00	310.50	3	$ 931.50	25	$ 7,762.50	
DS200 EVBB/PVBB/LATEMail	$6,210.00	310.50	3	$ 931.50			
Express Vote BMD	$3,550.00	177.50	24	$ 4,260.00	132	$ 23,430.00	
DS450/Central Count Backup	$99,479.30	4,973.97	0	$ -	2	$ 9,947.93	
Electronic Pollbook	$2,034.25	101.71	9	$ 915.41	44	$ 4,475.35	
	Total Equipment Rental Fees			**$ 7,038.41**		**$ 45,615.78**	

Attachment: 2025-082 ATTH 02 Projected Election Costs (4518 : 2025-082 ORD special election charter amendments)

JOINT, GENERAL AND SPECIAL ELECTION
May 7, 2022
Early Voting Apr 25 - May 3

ITEMIZED ELECTION EXPENSES	TOTAL COST	Bowie County	Texarkana College	City of Texarkana	PGISD	Hubbard ISD	Dekalb ISD	Leary ISD	Simms ISD	Malta ISD	
Number of Registered Voters	**59,711**	59,711	59,711	21,496	9,185	438	3,138	625	2,455	506	157,265
Total Voters/Percent Share	***157,265***	0.379684	0.379684	0.136686	0.058405	0.002785	0.019954	0.003974	0.015611	0.003217	
Publish Legal Notices - Texarkana Gazette	$1,560.12	$592.35	$592.35	$213.25	$91.12	$4.35	$31.13	$6.20	$24.35	$5.02	
Transportation of Voting Equipment - IH	$1,800.00	$683.43	$683.43	$246.04	$105.13	$5.01	$35.92	$7.15	$28.10	$5.79	
Polling Location Site Rental Fees (Non-Public)	$2,800.00	$1,063.12	$1,063.12	$382.72	$163.53	$7.80	$55.87	$11.13	$43.71	$9.01	
Professional Services - Tech Site Support, Folding, Ballot by Mail Kits Programming	$28,921.70	$10,981.11	$10,981.11	$3,953.21	$1,689.16	$80.55	$577.09	$114.94	$451.48	$93.06	
EV and ED Field Tech Support (mileage reimbursement)	$392.64	$149.08	$149.08	$53.67	$22.93	$1.09	$7.83	$1.56	$6.13	$1.26	
EV and ED Election Supplies	$9,790.00	$3,717.11	$3,717.11	$1,338.16	$571.78	$27.27	$195.35	$38.91	$152.83	$31.50	
Internet service for electronic pollbooks -Verizon Wireless	$2,435.00	$924.53	$924.53	$332.83	$142.22	$6.78	$48.59	$9.68	$38.01	$7.83	
Printing Fees	$3,659.99	$1,389.64	$1,389.64	$500.27	$213.76	$10.19	$73.03	$14.55	$57.13	$11.78	
Testing, Early Voting & Late Ballot Board, and Central Count Personnel - Gross wages	$5,300.00	$2,012.33	$2,012.33	$724.44	$309.54	$14.76	$105.75	$21.06	$82.74	$17.05	
Deployment Personel	$1,700.00	$645.46	$645.46	$232.37	$99.29	$4.73	$33.92	$6.76	$26.54	$5.47	
Early Voting Personnel - Gross wages	$33,500.00	$12,719.41	$12,719.41	$4,579.00	$1,956.55	$93.30	$668.44	$133.14	$522.95	$107.79	
Election Day Personnel - Gross wages	$25,000.00	$9,492.10	$9,492.10	$3,417.16	$1,460.12	$69.63	$498.84	$99.35	$390.26	$80.44	
Security Personnel for EV Supply Return and Central Count (paid via BowCo)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
Subtotal	$116,859.45	$44,369.66	$44,369.66	$15,973.11	$6,825.13	$325.47	$2,331.76	$464.42	$1,824.25	$376.00	
5% Administrative Fee [Sec 31.098(d)]	$5,842.97	$2,218.48	$2,218.48	$798.66	$341.26	$16.27	$116.59	$23.22	$91.21	$18.80	
Equipment Usage Fee - **Early Voting** (Epollbook, ExpressVote BMD, DS200 Digital Precinct Scanner)										$0.00	
Equipment Usage Fee - **Election Day** (Epollbook, ExpressVote BMD, DS200 Digital Precinct Scanner, D450 digital tabulator)										$0.00	
Subtotal	$122,702.42	$46,588.14	$46,588.14	$16,771.76	$7,166.39	$341.74	$2,448.35	$487.64	$1,915.46	$394.79	
Total Cost	$122,702.42	$46,588.14	$48,806.63	$16,771.76	$7,166.39	$341.74	$2,448.35	$487.64	$1,915.46	$394.79	
Base Allocation Fee	$13,500.00	$0.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	
Adjusted Totals	$109,202.42	$41,462.41	$41,462.41	$14,926.50	$6,377.92	$304.14	$2,178.98	$433.99	$1,704.71	$351.36	
Estimated Amount Due	**$95,702.42**	**$41,462.41**	**$42,962.41**	**$16,426.50**	**$7,877.92**	**$1,804.14**	**$3,678.98**	**$1,933.99**	**$3,204.71**	**$1,851.36**	
DEPOSIT PAID											
BALANCE DUE BOWIE COUNTY		$41,462.41	$42,962.41	$16,426.50	$7,877.92	$1,804.14	$3,678.98	$1,933.99	$3,204.71	$1,851.36	**$121,202.42**

Attachment: 2025-082 ATTH 02 Projected Election Costs (4518 : 2025-082 ORD special election charter amendments)

JOINT, GENERAL AND SPECIAL ELECTION
May 7, 2022
Early Voting: Apr 25 - May 3

DISTRICT	EST # OF VOTERS	EST % SHARE	ESTIMATED COST	ALLOCATED COST	EST COST + ALLOCATED COST	DEPOSIT INVOICE (50% of EST)	DEP INVOICE #1124-	DEPOSIT PAID	FINAL INVOICE #1124-	FINAL INVOICE	FINAL INVOICE PAID	FINAL # OF VOTERS	FINAL % SHARE
			$ 122,702.42									Estimated	
Bowie County (All Voting Precincts)	59,711	0.379684	$ 46,588.14		$46,588.14							59,711	
Texarkana College	59,711	0.379684	$ 46,588.14	$1,500.00	$48,088.14							59,711	
City of Texarkana (City wide)	21,496	0.136686	$ 16,771.76	$1,500.00	$18,271.76							21,496	0.138854
PGISD	9,185	0.058405	$ 7,166.39	$1,500.00	$8,666.39							9,185	
Hubbard ISD (At Large)	438	0.002785	$ 341.74	$1,500.00	$1,841.74							438	0.002829
Dekalb ISD (Five Districts)	3,138	0.019954	$ 2,448.35	$1,500.00	$3,948.35							3,138	0.020270
Leary ISD (At Large)	625	0.003974	$ 487.64	$1,500.00	$1,987.64							625	
Malta ISD (At Large)	506	0.003217	$ 394.79	$1,500.00	$1,894.79							506	0.003269
Simms ISD (At Large)	2,455	0.015611	$ 1,915.46	$1,500.00	$3,415.46							2,455	
Total	**157,265**	**1.000000**	**$ 122,702.42**	**$ 12,000.00**	**$ 134,702.42**	$ -						**154,810**	**0.17**

Attachment: 2025-082 ATTH 02 Projected Election Costs (4518 : 2025-082 ORD special election charter amendments)

City of Texarkana, Texas

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

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

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

Attachment: 2025-082 Goals & Perspectives (4518 : 2025-082 ORD special election charter amendments)

ORDINANCE NO. 2025 - 082

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ORDERING A SPECIAL ELECTION FOR PROPOSED UPDATES AND REVISIONS OF THE EXISTING CITY CHARTER, ADDING, AMENDING, AND RESTATING SECTIONS OF THE CITY CHARTER, TO BE PLACED ON THE SPECIAL ELECTION BALLOT ON THE UNIFORM ELECTION DATE FOR NOVEMBER 4, 2025, AND PRESENTED TO THE QUALIFIED VOTERS OF THE CITY OF TEXARKANA, TEXAS; PRESCRIBING THE FORM FOR THE BALLOT PROPOSITIONS; PROVIDING FOR VOTING CENTERS AS ESTABLISHED BY BOWIE COUNTY FOR THE GENERAL ELECTION; PROVIDING FOR EARLY VOTING; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE OF THIS ELECTION; PROVIDING FOR REPEALER AND SEVERABILITY CLAUSES; CONTAINING LEGISLATIVE FINDINGS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Home Rule Charter of the City of Texarkana, Texas, originally adopted in May 1960, and subsequently amended to its present form, contains provisions which need to be clarified or modified to make City operations more efficient and effective; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(a), the governing body of a municipality on its own motion may submit a proposed charter amendment to the municipality's qualified voters for their approval at an election; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(b), the ordinance ordering the election shall provide for the election to be held on the first authorized uniform election date prescribed by the Election Code or on the earlier of the date of the next municipal general election or presidential general election and the election date must allow sufficient time to comply with other requirements of law and must occur on or after the 30th day after the date the ordinance is adopted; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(c), notice of election shall be published in a newspaper of general circulation published in the municipality, the notice must include a substantial copy of the proposed amendment, an estimate of the anticipated fiscal impact to the municipality if the proposed amendment is approved at the election, and be published on the same day in each of two successive weeks, with the first publication occurring before the 14th day before the date of the election; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(d), an amendment may not contain more than one subject; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.004(e), the ballot shall be prepared so that a voter may approve or disapprove any one or more amendments without having to approve or disapprove all of the amendments; and

WHEREAS, pursuant to Texas Local Government Code Chapter 9, Section 9.0045, a municipality may not hold an election for voter approval of adding or amending a city charter with certain specific

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

subject material unless the legislature adopts a resolution approving such material, but no proposed amendments implicate the requirements of Section 9.0045 of the Texas Local Government Code; and

WHEREAS, the City Council, having given due consideration to the recommendations of the city staff, has determined to submit to the qualified voters of the City of Texarkana, Texas, for the voters' adoption or rejection ('yes' or 'no' vote), the proposed amendments to the Charter for the City of Texarkana, Texas, pursuant to the provisions of Chapter 9 of the Texas Local Government Code.

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

SECTION 1: The presented City Charter amendments, attached hereto as **Exhibit "A"** and to which reference is made for all purposes, are hereby accepted and approved.

SECTION 2: A special election is hereby ordered to be held on the next Texas uniform election date, November 4, 2025, pursuant to the laws of the State of Texas and the Charter of the City of Texarkana, Texas, with said election to be held for the purpose of amending the Charter. In all City elections, the Mayor, City Secretary, or City Council shall perform each act as is required to be performed, in connection with the holding and consummation of such election, and to give effect to the intent of this Ordinance. This special election shall be conducted by Bowie County pursuant to a joint election agreement between the City and Bowie County in conjunction with the Bowie County General Election on said same date; and the City Council delegates authority to the City Manager to negotiate and execute such joint election agreement.

SECTION 3: Within the time required for preparation and inclusion of the measures ordered in Section 2 of this Ordinance, the City Attorney shall prepare ballot wording as required by law and forward such to the Bowie County Elections Office. The specimen ballot shall be made available for public inspection in the office of the City Secretary and on the bulletin board in the City Hall as soon as practicable after the official ballots have been prepared for the election, as required by Section 52.007, Texas Election Code.

SECTION 4: Within the time required for notice of the election ordered in Section 2 of this Ordinance, the City Manager or designee shall include in the notice "an estimate of the anticipated fiscal impact to the municipality if the proposed amendment is approved at the election" as required by law.

SECTION 5: The City Secretary shall give notice of this election by publication of a copy of this ordinance on the same day in each of two successive weeks in the Texarkana Gazette, a newspaper of general circulation in the City of Texarkana, with the date of the first publication occurring before the 14th day before the date of the election as required by Texas Local Government Code, Section 9.004 (c).

SECTION 6: The voting centers as established by Bowie County for the November 2025 general and special election, attached hereto as **Exhibit "B"** and to which reference is made for all purposes, for early voting and in-person voting on election day, shall be the polling locations for this special election. Early voting by personal appearance shall be conducted on the dates, times,

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

and locations as noticed by Bowie County for the General and Special Election on November 4, 2025, as follows:

Early Voting by personal appearance will be conducted each weekday at the following three locations:

[Main Location]
EV1 - Bowie County Courthouse
710 James Bowie Drive
New Boston, Texas

[Branch Location]
EV2 - Southwest Center
3222 West 7th Street
Texarkana, Texas

[Branch Location]
EV3 – Northside Church – East Entrance
5801 Summerhill Road
Texarkana, Texas

Early Voting by Personal Appearance **WEEKDAY** Schedule:

Monday, October 20	8:00 a.m. to 6:00 p.m.
Tuesday, October 21	8:00 a.m. to 6:00 p.m.
Wednesday, October 22	8:00 a.m. to 6:00 p.m.
Thursday, October 23	8:00 a.m. to 6:00 p.m.
Friday, October 24	8:00 a.m. to 6:00 p.m.
Monday, October 27	7:00 a.m. to 7:00 p.m.
Tuesday, October 28	7:00 a.m. to 7:00 p.m.
Wednesday, October 29	7:00 a.m. to 7:00 p.m.
Thursday, October 30	7:00 a.m. to 7:00 p.m.
Friday, October 31	7:00 a.m. to 7:00 p.m.

or as otherwise determined and set by Bowie County, Texas.

Early Voting by Personal Appearance
WEEKEND Schedule:

Saturday, October 25	7:00 a.m. to 7:00 p.m.
Sunday, October 26	**12:00 p.m. to 6:00 p.m. [Main Location Only]**

or as otherwise determined and set by Bowie County, Texas.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

SECTION 7: The deadline for receipt of applications for mail ballot shall be at 5:00 p.m. on October 24, 2025, in the Bowie County Elections Office in accordance with Section 84.007 of the Texas Election Code. The deadline to receive ballots by mail shall be 7:00 p.m. on November 4, 2025, in the Bowie County Elections Office, if carrier envelope is not postmarked, or Wednesday, November 5, 2025, at 5:00 p.m., in the Bowie County Elections Office, if carrier envelope is postmarked by 7:00 p.m. at the location of the election on Election Day (unless overseas or military voter deadlines apply).

SECTION 8: The City Council shall, at its next regular meeting after the election returns are delivered to the City Secretary's office, canvass the returns and declare the official results of the election. If one or more proposed Charter amendments are approved by a majority of the qualified voters voting in the election, the Charter as amended shall be considered adopted when an official order has been entered upon the records of the City by the City Council declaring the same adopted.

SECTION 9: The ballots for said election shall be prepared by Bowie County in conformity with Chapter 52 of the Texas Election Code so that a voter may approve or disapprove each proposed charter amendment without having to approve or disapprove all of the proposed charter amendments.

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

SECTION 11: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 12: In the event of any changes made by Bowie County, Texas, or the Governor of the State of Texas, to the dates or deadlines set forth in this Ordinance or other law, then this Ordinance shall be deemed amended to conform with such changes.

SECTION 13: The Recitals set out in this Ordinance are true and correct and are incorporated herein and made a part hereof as legislative findings of the City Council for all purposes.

SECTION 14: 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 **14th day of July, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:38 p.m.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

Exhibit A

Amendment A:

Texarkana, Texas, City Charter, Article I, shall be amended as follows to add new Section 8 – "Mission, Vision, and Values statements":

Sec. 8. – Mission, Vision, and Values statements.

The city council shall adopt and periodically review the City's official Mission, Vision, and Values to reflect the purpose, goals, and guiding principles of municipal governance. These statements shall be used to inform strategic initiatives, budgetary priorities, community engagement efforts, and internal operations. Adoption or modification of these statements shall be made by resolution of the city council and shall be reviewed no less than once every five years.

Ballot Language:

City of Texarkana Charter Amendment A: Amending the City Charter, Article I. - Incorporation, Form of Government and Powers, by adding Section 8 - Mission, Vision, and Values statements. Providing for the city council to adopt by resolution and periodically review the City's official Mission, Vision, and Values statements.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

Amendment B:

Texarkana, Texas, City Charter, Art. III, Sec. 1, Art. X, Sec. 3, and Art. XVII, Sec. 10, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

ARTICLE III. - CITY MANAGER
Sec. 1. - Qualifications.

The city manager shall be chosen by the council solely on the basis of his executive and administrative qualifications with special reference to his actual experience in or his knowledge of accepted practice in respect to the duties of his office, as hereinafter set forth, provided that any person who is appointed city manager must have had at least two years of experience as a city manager or assistant city manager, or two years of comparable professional engineering or administrative experience within the last five years. ~~At the time of his appointment he need not be a resident of the city or state but d~~During his tenure of office he shall reside as provided in article XVII, Sec. 10 ~~within the city~~, and no person shall be eligible for such appointment who has held any elective office of the city within the two years preceding such appointment.

ARTICLE X. – JUDICIARY
Sec. 3. - City judge.

There shall be a magistrate of said corporation court known as the city judge who shall be elected at a regular or special meeting held in May of each even year by a majority vote of the council for a term of two years beginning on the first day in June after such election. During his tenure of office he shall reside as provided in article XVII, Sec. 10. ~~He shall be a resident of the City of Texarkana, Texas, for at least one year preceding his appointment.~~ His compensation shall be fixed by the council and shall not be decreased during the term for which appointed. He may be removed by the council for incompetency, misconduct or malfeasance, under the terms and procedures provided in article III, section 2, as for the city manager. In the event of failure of the city judge to act for any reason, the mayor shall designate the person to act in the place and stead of the city judge, with such compensation as shall be fixed by the city council.

ARTICLE XVII. - GENERAL PROVISIONS
Sec. 10. - Residence requirements for city manager and city judge ~~officers and employees~~.

The City Manager and City judge appointed under the terms of this Charter shall, upon commencing such position ~~employment~~, be or within 90 days of commencement of such appointment ~~employment~~ shall become, a resident of Bowie County, Texas~~of the City of Texarkana, Texas~~, and shall remain a resident within said county ~~of the City of Texarkana, Texas,~~ so long as appointment ~~employment~~ continues.

Ballot Language:

City of Texarkana Charter Amendment B: Amending the City Charter by revising Article III. - City Manager, § 1 - Qualifications; Article X, Judiciary, § 3 – City judge; and Article XVII. - General Provisions, § 10 - Residence requirements for officers and employees. Providing for retitling Art. XVII, § 10 to "Residence requirements for city manager and city judge", and expansion of territory for the city manager and city judge residence requirement to include the entirety of Bowie County, Texas.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

Amendment C:

Texarkana, Texas, City Charter, Article X, Sec. 4, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

ARTICLE X. – JUDICIARY

Sec. 4. - Clerk of court.

The clerk of the corporation court shall be appointed by the city manager or designee ~~judge~~. He and his deputies shall have the power to administer oaths and affidavits, make certificates, affix the seal of said court thereto and generally do and perform any and all acts usual and necessary by clerks of courts in issuing processes of said courts and conducting the business thereof.

Ballot Language:

City of Texarkana Charter Amendment C: Amending the City Charter by revising Article X, Judiciary, § 4 – Clerk of court. Providing for the city manager or designee to appoint the clerk of the court.

Amendment D:

Texarkana, Texas, City Charter, Article XIII, Planning, § 3 – Planning department; director of planning, shall be amended as follows [additions in red, deletions in bold/strikethrough]:

Sec. 3. - Planning department; director of planning.

There shall be a city planning department to be headed by the director of planning. The director of planning or other employee designated by the city manager shall serve as the ~~regular~~ technical adviser of the city planning commission, and shall have such other duties and responsibilities as the council may establish.

Ballot Language:

City of Texarkana Charter Amendment D: Amending the City Charter by revising Article XIII, Planning, § 3 – Planning department; director of planning. Providing for the city manager to designate an employee in lieu of the director of planning to serve as the technical adviser to the city planning commission.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

Proposed Measures in Ballot Form

City of Texarkana,
Charter Amendment A:

Amending the City Charter, Article I. - Incorporation, Form of Government and Powers, by adding Section 8 - Mission, Vision, and Values statements. Providing for the city council to adopt by resolution and periodically review the City's official Mission, Vision, and Values statements.

- ⬭ For
- ⬭ Against

City of Texarkana,
Charter Amendment B:

Amending the City Charter by revising Article III. - City Manager, § 1 - Qualifications; Article X, Judiciary, § 3 – City judge; and Article XVII. - General Provisions, § 10 - Residence requirements for officers and employees. Providing for expansion of territory for the city manager and city judge residence requirement to include the entirety of Bowie County, Texas, and retitling Art. XVII, § 10 to "Residence requirements for city manager and city judge".

- ⬭ For
- ⬭ Against

City of Texarkana,
Charter Amendment C:

Amending the City Charter by revising Article X, Judiciary, § 4 – Clerk of court. Providing for the city manager or designee to appoint the clerk of the court.

- ⬭ For
- ⬭ Against

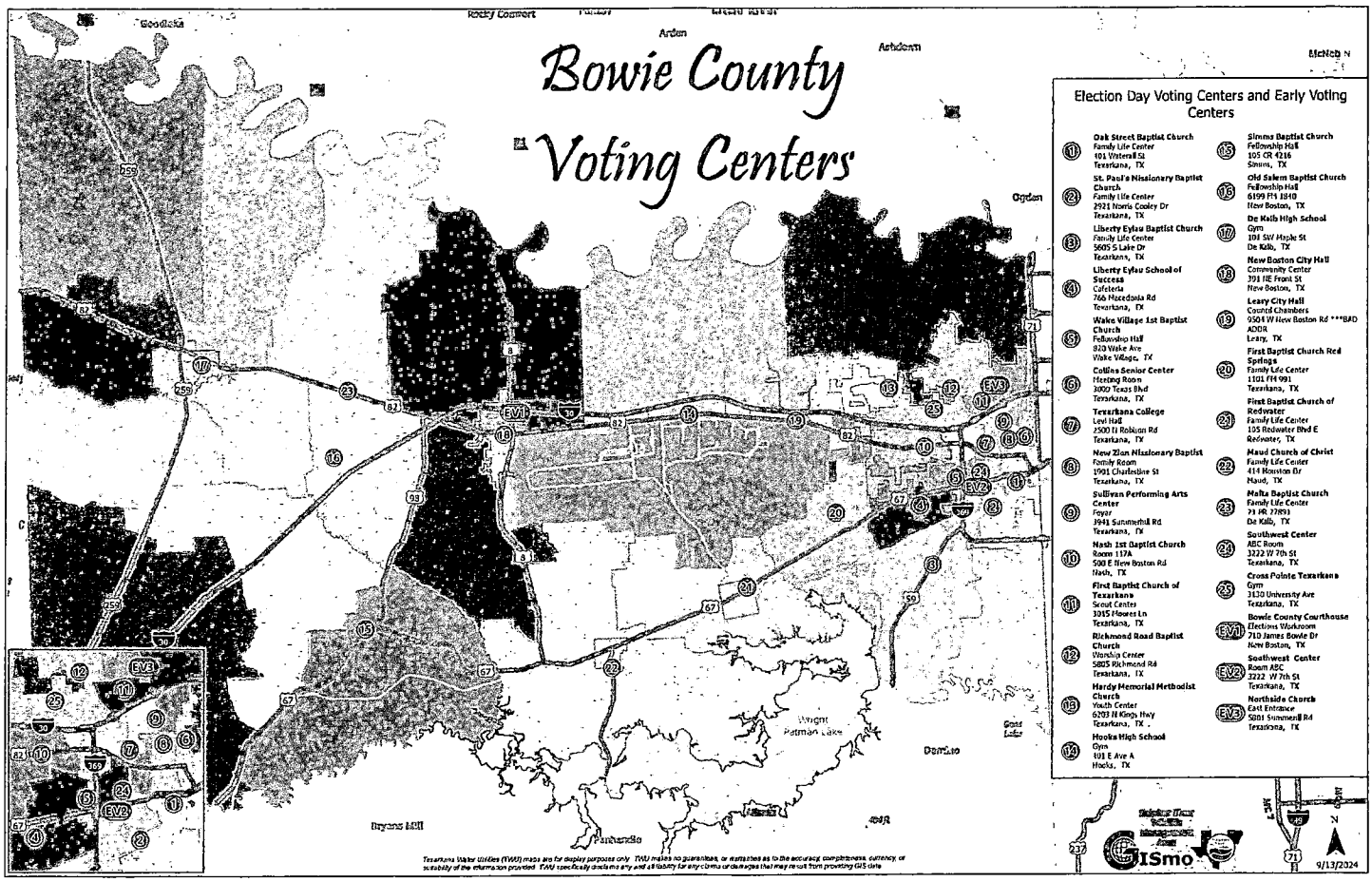
City of Texarkana,
Charter Amendment D:

Amending the City Charter by revising Article XIII, Planning, § 3 – Planning department; director of planning. Providing for the city manager to designate an employee in lieu of the director of planning to serve as the technical adviser to the city planning commission.

- ⬭ For
- ⬭ Against

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

2025-082 EXH 'B'



Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

COUNTYWIDE VOTING NOTICE

Voters in Bowie County will now be able to vote at any polling location on Election Day.

Bowie County's Application to Participate in Countywide Voting has been approved by the Texas Secretary of State. The County submitted an Application on July 13, 2022, and received word of approval on Friday, August 12, 2022.

Voters have a choice of 25 Vote Centers strategically located across the county. On election day a registered voter can vote at any location from 7am to 7pm. A list of the locations is posted under the "Where to Vote" banner.

Countywide voting makes voting more convenient, more secure, potentially increases voter turnout, and prevents eligible voters from being turned away or given a provisional ballot because the voter is in the wrong voting precinct on election day.

Voters had their first opportunity to use the new program beginning with the November 8, 2022, General/Joint Elections. In the future, all elections, including general, special, joint, primaries, and runoffs will be eligible to use the countywide polling centers.

For more information on the program or Bowie County Elections please call 903.628.6810 or visit www.co.bowie.tx.us/page/bowie.Elections.

Attachment: 2025-082 ORD Charter Amendments signed (4518 : 2025-082 ORD special election charter amendments)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/3/2025 10:04 AM

Lead Department: Planning and Community Development **Action Officer:** Megan Price, CDBG Administrator

Subject: Resolution No. 2025-089 adopting the CDBG PY25 Annual Action Plan.

Briefing: 7/14/2025 **Public Hearing:** 7/14/2025 **Council Vote:** 7/14/2025

Item Schedule

2025-089

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The U. S. Department of Housing and Urban Development has provided the City of Texarkana, Texas, with Community Development Block Grant (CDBG) funds.

The Community Development Block Grant (CDBG) is a federal program established in 1974 that allows entitlement Jurisdictions to receive a formula allocation each year. Projects/Activities must meet a HUD National Objectives including benefiting Low- to Moderate-Income residents, Reducing or eliminating Slum and Blight or Meeting an Urgent Need (Disaster Relief).

The 2023-2027 Consolidated Plan identifies housing and community development needs, priorities, goals, and strategies for Texarkana, and contains a 5-Year Strategic Plan and Annual Action Plan that are required by HUD to receive CDBG funding. The plan also provides a mechanism for public input and discussion for determining how CDBG funds will be allocated to housing and community development activities.

Public review of the draft 2025 Annual Action Plan will become available June 13th, 2025 and will continue through July 14th, 2025; legal notice to be published in the Texarkana Gazette, Amigo News and city website; and public hearings will be conducted June 9, 2025 and July 14, 2025 to solicit public comments regarding the Annual Action Plan.

The City Council must adopt the yearly Community Development Block Grant (CDBG) 2025 Annual Action Plan and funding priorities for the use of Community Development Block Grant Funds.

Potential Options:

- Approve
- Deny

Fiscal Implications:
$382,663 in Federal Funding

Staff Recommendation:
Staff recommends approval.

Advisory Board/Committee Review:
NONE

Board/Committee Recommendation:
NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:
NOT APPLICABLE

COMMENT PERIODS:

June 13 – July 14, 2025 2025 Annual Action Plan

Attachments

a. 2025-089 ATTH 01 PY2025 AAP Draft (DOCX)
b. 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (PDF)
c. 2025-089 Goals & Perspectives (DOCX)
d. 2025-089 RES Adopting CDBG FY 26 Annual Action Plan(DOCX)
e. 2025-089 RES Adopt CDBG FY26 AA Plan signed (PDF)

Staff Coordination

Planning and Community Development		Vashil Fernandez	Department Head Review	Completed 06/02/2025 4:01 PM
Finance Department	Kristin Peeples	Finance Review	Completed	06/02/2025 4:14 PM
City Manager	David Orr	City Manager Review	Completed	06/02/2025 5:32 PM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History



City of Texarkana, Texas
2025 Annual Action Plan

The Annual Action Plan for the City of Texarkana, Texas
Community Development Block Grant Program
Prepared in Accordance with the
United States Department of Housing & Urban Development's Planning Requirements
For the Period of
October 1, 2025 through September 30, 2026
Program Year 2025

DRAFT

Attachment: 2025-089 ATTH 01 PY2025 AAP Draft (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action Plan)

DRAFT

Attachment: 2025-089 ATTH 01 PY2025 AAP Draft (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action Plan)

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Texarkana, Texas receives direct assistance under the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program as an entitlement community authorized under Title I of the Housing and Community Development Act of 1974. All CDBG funds must be expended within the City for participants who meet applicable eligibility criteria and for eligible activities as identified in program regulations and guidelines.

The Consolidated Plan is designed to help states and local jurisdictions assess market conditions, community development needs, and affordable housing needs to make a-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the CDBG program. The Consolidated Plan is carried out through the Annual Action Plan which provides a summary of actions, activities, and resources that will be used to address priority needs and goals identified in the Consolidated Plan.

This Consolidated Plan period starts on October 1, 2023, and ends on September 30, 2028. This plan includes a summary of consultation methods, citizen participation, an assessment of needs, market analysis, a strategic plan, and the second-year Annual Action Plan (2024).

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

During the development of the Consolidated Plan, several priority needs were identified. Guidelines for addressing these priority needs over the 2023-2027 timeframe are summarized below:

- **Housing Affordability**
  - Housing Affordability – Owner-Occupied Housing Rehabilitation
  - Housing Affordability – Homebuyer Assistance
  - Housing Affordability – Code Enforcement
- **Increase the Capacity of Public Services**
  - Youth Services
  - Homelessness Services
  - General Services Programs
- **Public Facility & Infrastructure Improvements**
  - Neighborhood Revitalization
  - Neighborhood Resilience

3. Evaluation of past performance

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Each year, the City of Texarkana reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). Listed below are some of the goals and accomplishments in the City's PY 2022 CAPER.

CDBG Major Initiatives and Highlights FY 2022:

The City partnered with non-profit service agencies and housing providers to provide affordable housing opportunities, improve community assets, and provide basic needs for the citizens of Texarkana, TX. In 2022, the City carried out the following activities during this reporting period:

- **Public Services**
  - **Mission Texarkana Litter Program** – The City awarded funds to Mission Texarkana to operate its litter program for the downtown area. Program participants learned valuable job skills and were paid to clean the downtown area. The City expended $10,198.50 to provide job training.
  - **CV-Public Services** – The City expended $380,174.54 to provide food, supplies, personal protection equipment, care packages, testing, homeless shelter assistance & quarantine assistance for LMI or homeless persons affected by Covid-19. Mission Texarkana, Randy Sams Outreach Shelter, Texarkana Homeless Coalition, Salvation Army, and the Health Department Emergency Operations Center were each awarded CDBG-CV funds.
- **General Services**
  - **Bell Park Walking Trail** – The City installed a walking trail at Bell Park in the New Town neighborhood. The walking trail provides residents and community members with a means of physical activity and promotes physical health. The City expended $53,600.40 to install the walking trail.
  - **Kidtopia Park Playground Improvements –** The City improved and updated current equipment at Kidtopia Park. The park provides LMI families with access to playground equipment and an outdoor community space. The City expended $27,255 to update and improve Kidtopia Park.
  - **Community Gardens** – The City installed and improved community gardens in the New Town and Rosehill neighborhoods. The gardens provide LMI families with access to fresh fruits and vegetables. The City expended $7,420.74 to install community gardens.
- **Affordable Housing**
  - One LMI homebuyer was assisted with $6,940 in Down Payment Assistance.
  - The City repaid its Section 108 Loan in the amount of $228,625. The Grim Lofts will create 93 low/mod housing units in Downtown Texarkana, TX.
- **Administration**
  - The City expended $85,809.71 for the Administration of the CDBG program in providing services to LMI &/or homeless individuals/families.
  - The City also expended $92,714.59 for the Administration of the CDBG-CV program in providing services to LMI &/or homeless individuals/families affected by COVID-19.

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4. Summary of citizen participation process and consultation process

The City of Texarkana conducted significant consultations with the public, nonprofit leaders, elected officials, City Staff, homeless service providers, fair housing advocates, and leaders representing minority groups in preparing this plan. The Planning & Community Development Department staff hosted five needs assessment meetings before the development of the plan and two public hearings to review the draft priorities and proposed projects. The meetings are summarized in the Citizen Participation Section of this plan.

During the plan's development, the City of Texarkana met minimal citizen participation requirements by describing the City's methodology for involving citizens in the local program planning, project/activity implementation process, and providing a platform for citizens to provide input.

To solicit citizen input in the development of Consolidated Plan 2023-2027, the Planning & Community Development Department compiled a citizen/stakeholder mailing and email list, which was used to notify the public of proposed meetings and to inform the public of changes that may take place throughout the Consolidated Plan preparation. The City of Texarkana held five needs assessment meetings from Monday, May 1, 2023, through Thursday, May 4, 2023, to solicit public input on the proposed 2023-2027 Consolidated Plan and the 2023 Annual Action Plan. Additionally, the City solicited citizen input through surveys from Saturday, April 22, 2023, through Monday, May 22, 2023. 41 surveys were received, and the results are included in the Appendix.

For this Annual Action Plan, the public comment period for citizen participation will be held on the following dates: June 13, 2025, through July 14, 2025. City Council meetings will be held on June 9, 2025, at 6PM and July 14, 2025, at 6PM.

5. Summary of public comments

All public comments will be included in the Appendix once the public comment period ends.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views were accepted and are included in the Appendix.

7. Summary

The Proposed Consolidated Plan 2023-2027 established strategic priorities as a product of extensive consultation with community stakeholders, combined with data from the U.S. Census and other sources, which indicate specific housing and community development needs in the City of Texarkana, TX. Combined with a needs assessment survey, under the Citizen Participation Plan, the City identified the

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following strategic priorities to address utilizing CDBG funds in conjunction with leveraging other public and private investments:

1. Affordable Housing
2. Increase Capacity of Public Services
3. Public Facility and Infrastructure Improvements
4. Administration

Over the next five years, the City will continue to focus on developing affordable housing opportunities for low-income families and supporting local efforts to address critical basic needs for families and individuals in need.

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The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	Texarkana, Texas	Planning & Community Development
CDBG Administrator	Megan Price	Planning & Community Development

Table 1 – Responsible Agencies

Narrative

The City of Texarkana, Texas is the lead agency for developing, administering, and reviewing the 5-Year Consolidated Plan and Annual Action Plan. The City researched and prepared the Plan which provides a comprehensive strategy to address the City's housing and community development needs with CDBG Program funds. The Planning and Community Development Department ensures that the City of Texarkana, TX maximizes the use of its HUD funding to provide a suitable living environment, affordable housing, and expanded economic opportunities for its citizens. The City Council awards funding to qualified subrecipient agencies and City departments annually to carry out eligible activities.

Consolidated Plan Public Contact Information

Public concerns, issues, or comments regarding the 2023-2027 Consolidated Plan are to be directed to:

Vashil Fernandez, Director
Planning & Community Development
220 Texas Blvd., 4th Floor
Texarkana, Texas 75501
Office: (903)798-3904
Fax: (903) 798-3913
Email: vashil.fernandez@texarkanatexas.gov

Megan Price, CDBG Administrator
Planning & Community Development
220 Texas Blvd., 4th Floor
Texarkana, Texas 75501
Office: (903)798-3940
Fax: (903) 798-3913
Email: megan.price@texarkanatexas.gov

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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)

1. Introduction

The City of Texarkana, Texas conducted significant consultation through interviews and focus groups with citizens, municipal officials, non-profit agencies, public housing agencies, private developers, governmental agencies, and the Continuum of Care in preparing this plan. The City also held public meetings prior to the development of the plan and two public meetings to review the draft priorities. These meetings are summarized in the Citizen Participation Section of this plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Village Communities of Texarkana is the local public housing agency serving the Texarkana area and was consulted in the preparation of this plan. Village Communities provided data on tenant and housing choice voucher holder characteristics, waiting lists, and future plans for development. In addition to the public housing agency, the City consulted with other private and governmental agencies, mental health, and service agencies was instrumental in developing priorities and the preparation of this plan. These agencies also provided input during the process.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

Texarkana participates in the Texas Balance of State Continuum of Care that is managed by the Texas Homeless Network. The Texarkana Homeless Coalition holds monthly meetings to conduct case conferencing and strategize ways to meet the needs of those experiencing homelessness. This method of coordination could be enhanced by other mechanisms that do not require an extensive meeting process to discuss individual client cases. The development of the Coordinated Entry system has streamlined the process for people experiencing homelessness to access resources.

Additionally, the Texas Homeless Network provides data from the Homeless Management Information System (HMIS), Point-In-Time Count (PIT), the Housing Inventory Count and the Annual Homeless Assessment Report (AHAR). This information is utilized to assist in determining the nature and extent of homelessness in Texarkana and identifying potential projects that will eliminate gaps in housing and services.

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Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

The City of Texarkana does not receive ESG funds but coordinates with the Texas Homeless Network and Texarkana Homeless Coalition to provide supportive housing and programs that equip working families to regain and sustain permanent housing.

2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Representatives from the broad community, community councils, social service agencies, businesses, housing agencies, community development corporations and other government agencies took the online survey in April and May 2023. The Planning and Community Development Department also hosted stakeholder meetings that included representatives from the following organizations:

1	**Agency/Group/Organization**	**Village Communities of Texarkana, TX**
	Agency/Group/Organization Type	Public Housing Agencies
	What section of the Plan was addressed by Consultation?	Housing Needs Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Village Communities of Texarkana was consulted during the housing and public housing needs assessment process. The City will continue to work with the Housing Authority to ensure that mutual clients can access needed services. The City and the Housing Authority will also continue to collaborate on future affordable housing opportunities.
2	**Agency/Group/Organization**	**Rose Hill Neighborhood Association**
	Agency/Group/Organization Type	Non-Profit Agency
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted during the public meeting for the non-housing community development needs assessment.
	Agency/Group/Organization	**Mission Texarkana**

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3	**Agency/Group/Organization Type**	Non-Profit Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted during the public meeting for the non-housing community development needs assessment.
4	**Agency/Group/Organization**	**Amigo News**
	Agency/Group/Organization Type	Private Agency
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted during the public meeting for the non-housing community development needs assessment.
5	**Agency/Group/Organization**	**TRAX Rural Transit District -- ArkTex COG**
	Agency/Group/Organization Type	Private Agency
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted by interview for the non-housing community development needs assessment.
6	**Agency/Group/Organization**	**T-Line Paratransit -- ArkTexCOG**
	Agency/Group/Organization Type	Private Agency
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted by interview for the non-housing community development needs assessment.

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7	**Agency/Group/Organization**	**Randy Sams Outreach Shelter**
	Agency/Group/Organization Type	Non-Profit Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted by interview for the non-housing community development needs assessment.
8	**Agency/Group/Organization**	**Veros Latino Store**
	Agency/Group/Organization Type	Private Agency
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted during the public meeting for the non-housing community development needs assessment.

Table 2 – Agencies, groups, and organizations that participated

Identify any Agency Types not consulted and provide rationale for not consulting.

The City did not exclude any agency type or agency during this process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Renew Texarkana	Planning and Community Development	A central theme of the Renew Texarkana Plan is to renew connections and capitalize on opportunities to improve the quality of life in the city.

Table 3 – Other local/regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

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The City of Texarkana, Texas is uniquely positioned in that it is a twin city to the City of Texarkana, Arkansas. The two cities share many things including infrastructure (roads, bridges, potable water systems, stormwater systems, and sewage systems), planning organizations (MPO, Ark-Tex Council of Governments), health care agencies (Wadley Regional Medical System, Christus St. Michael Health System), economic development (Chamber of Commerce) and other non-profit agencies (Randy Sams Outreach Shelter, Salvation Army, Harvest Texarkana, Volunteer Center, Literacy Council, unique bi-state Workforce Development efforts). Consequently, collaborative planning is a necessity for the City and common practice. These agencies collaborate continually with the City in all aspects of community planning, including this Consolidated Plan. Additionally, the City works closely with the Village Communities of Texarkana and has collaborated and provided funding to renovate existing public housing units.

As such and in accordance with 24 CFR 91.100(4), the City will notify adjacent local government of non-housing community development needs included in its Con Plan. The City will continue to interact with public entities at all levels to ensure coordination and cooperation in implementing the Con Plan and thereby maximize the benefits of the City's housing and community development activities for the residents being served.

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PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize the citizen participation process and how it impacted goal setting

A Community Needs Survey was conducted to solicit input from residents and workers in the City. Respondents were informed that the City was updating the Consolidated Plan for federal funds that primarily serve low- to moderate-income residents and areas. The questionnaire polled respondents about the level of need in their neighborhood for various types of improvements that can potentially be addressed by the use of Consolidated Plan funds. In order to give as many people as possible the chance to voice their opinion, emphasis was placed on making the survey widely available and gathering a large number of responses rather than administering the survey to a controlled, statistically representative pool. Therefore, the survey results should be viewed as an indicator of the opinions of the respondents, but not as representing the opinions of the City population as a group. The survey was distributed through a number of channels in order to gather responses from a broad sample. It was made available in hard copy format, as well as electronic format via Survey Monkey. Electronic responses were possible via smartphone, tablet, and web browsers. The survey was available online and offline in English and Spanish.

Public meetings were also held in order to provide forums for residents of the study area and other interested parties to contribute to this Consolidated Plan and Annual Action Plan. Morning and evening meetings were held in various locations across the City, providing a variety of options for residents and stakeholders to attend. Public notices of the meetings were displayed in local newspapers and through email notifications to stakeholder contacts. Meetings were held at the times and locations shown in the following table throughout the City. A summary of comments received at the meetings is included in the Appendix to this document and a list of meeting times and locations is shown on the next page.

Public Hearings, Public Input Meetings, and Nonprofit Stakeholder Meetings	
Nonprofit Stakeholder Meetings Tuesday, May 2, 2023 @ 10:00 am & Thursday, May 4, 2023 @ 2:00 pm Texarkana, TX City Hall	**Public Input Meeting #1** Monday, May 1, 2023 @ 6:00 PM Collins Center, 3000 Texas Boulevard
Public Input Meeting #2 Tuesday, May 2 @ 6:00 PM Vero's Latino Store, 2106 New Boston Rd	**Public Input Meeting #3** Thursday, May 4, 2023 @ 6:00 PM Village Communities of Texarkana
Public Hearing #1 Tuesday, June 20, 2023 @ 6:00 PM City Hall	**Public Hearing #2** Monday, July 10, 2023 @ 6:00 PM City Hall
Public Input Meeting for Amendment **Monday, April 22, 2024 @ 6:00 PM** **City Hall Council Chambers**	

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Citizen Participation Outreach

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting/Needs Assessment	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	Five public meeting were held to receive citizen input from residents on community development, housing, and homeless needs.	The summary of comments is included in the narrative following this chart.	All comments were accepted.	N/A
2	Public Hearing	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	Two public hearings will be held to receive citizen input on draft priorities from residents in community development, housing, and homeless needs.	All public comments will be included in the final plan at the close of the public comment period.	All public comments not accepted will be listed here in the final plan.	N/A
3	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The public was notified of the public meetings via a newspaper ad in the Texarkana Gazette and Amigo News. The ad ran in both English and Spanish.	All public comments will be included in the final plan at the close of the public comment period.	All public comments not accepted will be listed here in the final plan.	N/A
4	Survey	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The survey received 21 responses.	The survey was used to capture comments. The survey analysis is attached.	All comments were accepted.	N/A

Table 4 – Citizen Participation Outreach

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Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Texarkana, Texas receives $382,663 in PY 2025 CDBG entitlement funding to carry out activities outlined in its second-year Action Plan. Anticipated program income and prior year resources brings total funding to $390,163. The Planning and Community Development Department administers the funding for the City. Based on the FY2025 CDBG allocation, the City estimates that it will receive approximately $1,658,204 over the duration of this Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	$382,663	$ 2,500	$ 5,000	$390,163	$1,658,204	The primary objective of the CDBG program is to provide decent housing, a suitable living environment, and expanded economic opportunities principally for low- and moderate-income persons and neighborhoods. All prior year funds are currently committed to active projects and the expected amount available for the Con Plan period is based on yearly allocation plus program income over 5-years

Table 53 - Expected Resources – Priority Table

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Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied

The City of Texarkana, Texas will use a combination of public and private funding to carry out activities identified in this Action Plan. During FY2025, the City will research opportunities to apply for additional funding streams consistent with the Consolidated Plan's goals. Currently, the City uses other grant resources to offset funding reductions through its HUD CPD program funding. The City also works with various non-profit organizations to encourage leveraging of available funding sources and strengthen organizational capacity.

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If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City will not use any publicly owned land or property to address the needs identified in the plan.

Discussion

CDBG funds will be used in conjunction with other funding resources to address needs identified in the Consolidated Plan.

- General Fund
- Texarkana Homeless Coalition

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Capacity of Public Service – Youth Services	2024	2025	Non-Housing Community Development	Citywide	Increase Capacity of Public Services	CDBG	Public service activities othe than Low/Moderate Income Housing Benefit: 50 Persons Assisted
2	Increase Capacity of Public Service – Homelessness Services	2024	2025	Homelessness	Citywide	Increase Capacity of Public Services	CDBG	Public service activities othe than Low/Moderate Income Housing Benefit: 2 Persons Assisted
3	Increase Capacity of Public Service – General Service Programs	2024	2025	Non-Housing Community Development	Citywide	Increase Capacity of Public Services	CDBG	Public service activities othe than Low/Moderate Income Housing Benefit: 20 Persons Assisted
4	Public Facility Improvements – Neighborhood Revitalization and Resilience	2024	2025	Non-Housing Community Development	Citywide	Public Facility & Infrastructure Improvements	CDBG	Public Facility or Infrastructu Activities other than Low/Moderate Income Housi Benefit: 50 Persons Assisted
5	Public Infrastructure Improvements – Neighborhood Revitalization and Resilience	2024	2025	Non-Housing Community Development	Citywide	Public Facility & Infrastructure Improvements	CDBG	Public Facility or Infrastructu Activities other than Low/Moderate Income Housi Benefit: 75 Persons Assisted
6	Planning & Administration	2024	2025	Planning and Admin	Citywide	Planning and Admin	CDBG	Other: 1 Other

Table 54 – Goals Summary

Goal Descriptions

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1	Goal Name	Public Service – Youth Services
	Goal Description	Provides after-school and summer activities for low-income children and youth (ages 6-18. Youth participate in structured recreational, cultural, social, and life skill activities in an adult-supervised, safe, clean environment. Funds will be used to provide salary support, supplies & equipment needed to provide services.
2	Goal Name	Public Service – Homelessness Services
	Goal Description	Provides services for homeless individuals and families to support emergency shelter and permanent housing solutions.
3	Goal Name	Public Service – General Services Programs
	Goal Description	Fund projects that provide recreational activities, food support, educational opportunities, and job skills to youth; supportive services to low- and moderate-income households and persons with special needs; assistance to businesses to create and/or retain jobs for low- and moderate-income persons; and support for job training, continuing education, and employment services designed to assist low-and moderate-income persons obtain jobs.
4	Goal Name	Public Facility Improvements – Neighborhood Revitalization and Resilience
	Goal Description	The City will fund projects that improve neighborhood facilities to enable resilient design and withstand future community growth and investment.
5	Goal Name	Public Infrastructure & Public Improvements – Neighborhood Revitalization and Resilience
	Goal Description	The City will fund projects that improve drainage and infrastructure to enable resilient design and withstand future community growth and investment.
6	Goal Name	Provide Administrative Structure
	Goal Description	Provide the administrative structure for the planning, implementation, and management of the CDBG grant program as well as other housing and community development.

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Projects

AP-35 Projects – 91.220(d)

Introduction

Projects planned for the 2025 program year are identified in the table below, with additional detail provided in AP-38. Over the next year, the City of Texarkana anticipates assisting low- and moderate-income homeowners with home rehabilitation and emergency repair. The City will also use CDBG funds for the provision of public services such as HMIS coordinated entry, job training, youth services, providing services for substance abuse, and services for the homeless.

Projects

#	Project Name
1	HMIS – CoC Coordinated Entry
2	Mission Texarkana – Litter Program
3	Haven Homes
4	Randy Sams
5	Pol Care
6	Administration
7	Sidewalks ADA Accessible
8	Community Gardens
9	Tree Planting
10	Cross Walks / Curb Ramps
11	Inspections – DEMO (S&B)

Table 55 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The projects were selected to meet identified needs in the community with the resources provided. Limited financial resources are the greatest obstacle to meeting the City's underserved needs. Texarkana will continue to estimate allocations for this Consolidated Plan period based on the final allocation amount and the priorities identified in the PY2023-2027 Consolidated Plan, community input, qualified requests for funding, and Department of Planning and Community Development, and City Council. The City recognizes there are multiple needs for low and moderate-income persons in the City that are met through the use of CDBG funds. These needs include access to affordable housing for low and moderate-income persons, services for homeless and at-risk populations, increased capacity for public services and addressing community development needs. The City prioritizes grant allocations by ensuring that all proposed projects will:

- Directly benefit low and moderate-income persons or households as defined by HUD's Income

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Limit Guidelines based on the Texarkana Metropolitan Statistical Area (MSA); or

- Take place in an area where more than 51% of the population is lower income according to HUD Income Limits.

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AP-38 Project Summary

Project Summary Information

1	**Project Name**	**HMIS – Coordinated Entry**
	Target Area	Citywide
	Goals Supported	Increase Capacity of Public Services – Homelessness Services
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: $1,000.00
	Description	The city will support fees associated with the City's Homeless Management Information System.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The HMIS program will serve 1 person.
	Location Description	Citywide
	Planned Activities	Funds for HMIS fees to provide Coordinated Entry/Doorways Program
2	**Project Name**	**Mission Texarkana – Job Training (Litter Program)**
	Target Area	Downtown Area
	Goals Supported	Public Service – Homelessness Services
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: $20,000.00
	Description	The Litter Program is a job training program offered to clients seeking services at Mission Texarkana. The program provides basic job training skills and experience and improves the appearance of the surrounding downtown area.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The litter job training program will serve 2 persons.
	Location Description	620 W 4th St, Texarkana, TX 75501
	Planned Activities	Funds for agencies that provide services &/or housing to LMI residents.
3	**Project Name**	**Haven Homes**
	Target Area	Citywide
	Goals Supported	Increase Capacity of Public Services – General Public Services

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	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: $10,000.00
	Description	Funds for agencies that provide services to LMI residents. Services may include but are not limited to housing, life skills, meals, job classes.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The Haven Homes Program will serve 20 persons.
	Location Description	Citywide
	Planned Activities	Funds for agencies that provide services to LMI residents. Services may include but not limited to housing, life skills, job classes.
4	**Project Name**	**Randy Sams**
	Target Area	Downtown Area
	Goals Supported	Public Service – Homelessness Services
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: $16,399.00
	Description	Increased food costs program that provides daytime meals to LMI/shelter residents.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Randy Sams will serve approximately 500 persons.
	Location Description	402 Oak St, Texarkana, Texas 75501
	Planned Activities	Funds for increased food costs of program that provides daytime meals to LMI/shelter residents.
5	**Project Name**	**Pol Care – Youth Services**
	Target Area	Citywide
	Goals Supported	Public Service – Youth Services
	Needs Addressed	Increase Capacity of Public Services
	Funding	CDBG: $10,000.00
	Description	Funds for agencies that provide services to LMI youths. Services may include but not limited to tutoring, robotics classes, and after school meals.
	Target Date	9/30/2026

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	Estimate the number and type of families that will benefit from the proposed activities	The Pol Care program will serve 25 persons.
	Location Description	2801 Richmond Rd Texarkana, Texas 75501
	Planned Activities	Funds for agencies that provide services to LMI youths. Services may include but not limited to tutoring, robotics classes, and after school meals.
6	**Project Name**	**Planning & Administration**
	Target Area	Citywide
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	$76,532
	Description	Program Administration & Fair Housing Activities.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	Citywide
	Planned Activities	Program Administration & Fair Housing Activities
7	**Project Name**	**Sidewalks – ADA Accessible**
	Target Area	Citywide
	Goals Supported	Public Infrastructure Improvements – Neighborhood Revitalization and Resilience
	Needs Addressed	Public Facility & Infrastructure Improvements
	Funding	$30,000
	Description	Public Improvements could include but not limited to roads, sidewalks, accessibility improvements & beautification projects.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that approximately 50 residents who reside in the targeted neighborhoods will benefit from these activities.
	Location Description	Citywide
	Planned Activities	Public Improvements could include but not limited to roads, sidewalks, accessibility improvements & beautification projects.
8	**Project Name**	**Community Gardens**

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	Target Area	Citywide
	Goals Supported	Public Facility Improvements – Neighborhood Revitalization and Resilience
	Needs Addressed	Public Facility & Infrastructure Improvements
	Funding	$10,000
	Description	Improvements to public facilities, parks, trails & public spaces in LMI areas.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that 50 residents will benefit from this activity.
	Location Description	Citywide
	Planned Activities	Improvements to public facilities, parks, trails & public spaces in LMI areas.
9	**Project Name**	**Tree Planting**
	Target Area	Citywide
	Goals Supported	Public Facility Improvements – Neighborhood Revitalization and Resilience
	Needs Addressed	Public Facility & Infrastructure Improvements
	Funding	$9,000
	Description	Improvements to public facilities, parks, trails & public spaces in LMI areas.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that 500 people will benefit from this activity.
	Location Description	Citywide
	Planned Activities	Improvements to public facilities, parks, trails & public spaces in LMI areas.
10	**Project Name**	**Crosswalks / Curb Ramps**
	Target Area	Citywide
	Goals Supported	Public Infrastructure Improvements – Neighborhood Revitalization and Resilience
	Needs Addressed	Public Facility & Infrastructure Improvements
	Funding	$50,000
	Description	Public Improvements could include but not limited to roads, sidewalks, accessibility improvements & beautification projects.
	Target Date	9/30/2026

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	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that approximately 500 residents who reside in the targeted neighborhoods will benefit from these activities.
	Location Description	Citywide
	Planned Activities	Public Improvements could include but not limited to roads, sidewalks, accessibility improvements & beautification projects.
11	**Project Name**	**Inspections – DEMO (S&B)**
	Target Area	Citywide
	Goals Supported	Public Facility Improvements
	Needs Addressed	Public Facility & Infrastructure Improvements
	Funding	$157,232
	Description	Removal of unsafe structures, slum, and blight to public facilities in LMI areas as well as 2 part time salaries for Code Enforcement Officers.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that 200 residents will benefit from this activity.
	Location Description	Citywide
	Planned Activities	Removal of unsafe structures, slum, and blight to public facilities in LMI areas.

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Texarkana receives entitlement program funds directly from HUD. Program resources are allocated citywide based on low-mod areas which can coincide with areas of minority concentration. The City relies on widely accepted data such as American Community Survey (ACS), HUD low and moderate-income summary data, and Federal Financial Institutions Examinations Council (FFIEC) data to determine areas throughout the community with concentrations of low- and moderate-income communities. Over the next five years, the City intends to use its resources in the geographical boundaries of the City. The City has elected the geographic priority areas as described in detail in SP-10 Geographic Priorities:

- Beverly Neighborhood
- Downtown Area
- Citywide

Geographic Distribution

Target Area	Percentage of Funds
Beverly Community Revitalization	37%
Downtown Area	4%
Citywide	39%

Table 56 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

To generate the greatest impacts, the City will focus efforts on approved target areas in Beverly and the Downtown areas as well as Citywide for certain types of activities. The general priorities and needs are, public services, affordable housing and public facilities & infrastructure that meet the needs of the City's very low-, low- and moderate-income residents.

Federal CDBG funds are intended to provide low and moderate income (LMI) households with viable communities, including decent housing, a suitable living environment and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration. The system for establishing the priority for the selection of these projects is

Attachment: 2025-089 ATTH 01 PY2025 AAP Draft (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action Plan)

predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of LMI residents
- Focusing on LMI areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact
- The ability to demonstrate measurable progress and success

Public facility and infrastructure activities will be provided for areas where the percentage of LMI persons is 51% or higher. CDBG will also be used for beneficiaries that meet criteria under limited clientele beneficiary, such as the elderly, persons with disabilities, the homeless, etc. It is also expected that funding will be provided to assist low- and moderate- income homeowners. Public facilities and infrastructure activities will be based in the qualified census tracts according to the quartile method.

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Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

During the next Consolidated Plan period, the City will address the needs of homeless, non-homeless and special-needs households. The City does not intend to acquire any affordable housing units. The City will continue to partner with local organizations to provide emergency rental assistance to income eligible applicants who are at risk of becoming homeless.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 57 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 58 - One Year Goals for Affordable Housing by Support Type

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AP-60 Public Housing – 91.220(h)

Introduction

Village Communities of Texarkana, Texas, formerly known as the Housing Authority of Texarkana, Texas (HATT) is located in Bowie County, Texas, in the Ark-La-Tex region. Texarkana, Texas is a twin city with neighboring Texarkana, Arkansas. The housing portfolio consists of more than 1,500 market rates, tax credits, and other affordable apartments.

These housing resources include VCTT-owned market-rate residential communities, VCTT-sponsored mixed-income, mixed-finance residential communities, Housing Choice vouchers, rental single-family homes, and homeownership opportunities. Most of the VCTT's programs are funded and regulated by the U.S. Department of Housing and Urban Development (HUD).

In 2019, Village Communities converted its entire low-income public housing to Section 8 project-based vouchers through the Rental Assistance Demonstration Program (RAD) way to stabilize, rehabilitate, or replace properties. The agency also provides affordable workforce housing by converting old public housing units to new affordable apartments and homes in the Rosehill Neighborhood. Additionally, Village Communities manage Housing Choice Vouchers.

The City will continue to support the efforts of the Housing Authority of the Village Communities of Texarkana, Texas in addressing the needs of public housing residents by offering collaborating with the agency to ensure that low-income residents, seniors, and disabled families can access services.

Actions planned during the next year to address the needs to public housing

The City does not have any plans to address the needs of public housing.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The City does not have any actions to encourage public housing residents during the next consolidated plan period. The City will offer a down payment assistance program that is available to low-income families in Texarkana including public housing residents.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

According to HUD's Public Housing Agency Score (PHAS), the housing authority scored an 83 and is designated a high performer and is not considered by HUD to be troubled or poorly performing.

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AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section describes the one-year goals and activities for the City of Texarkana, Texas in assessing and serving the needs for homeless persons and special needs populations. The City's homeless strategy collaboratively addresses the essential needs for homeless and other special needs populations. The goal is to invest in activities that lead people experiencing homelessness to permanent housing as quickly as possible while offering a variety of intervention options that provide options to address the different needs. Such interventions include rapid rehousing, permanent supportive housing, immediate access to low-barrier emergency shelter; intensive service-focused recovery housing programs; transitional housing options for special needs populations (especially households fleeing domestic violence, youth and youth adults, and people with substance use issues); diversion programs. The City of Texarkana, Texas collaborates with the Texarkana Homeless Coalition, its providers, and the Texas Homeless Network to strengthen the homeless governance structure and ensure services are provided to these populations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City's police department serves as the de facto homeless outreach team in Texarkana since they often engage the homeless where they are sleeping, resting, and panhandling. The police department has had to learn basic assessment skills to connect people with necessary resources. During the next year, the City will continue to collaborate with other City departments (including Police, Fire, Parks & Recreation, Property Management, Public Works, and Sanitation) to ensure persons experiencing homelessness or may need assistance are provided essential resources.

Coordinated Entry is a consistent, streamlined process for people experiencing homelessness to access resources including housing. Through coordinated entry, the highest need, most vulnerable households in the community are prioritized for housing and services. The core elements of Coordinated Entry provide for one location for people in a housing crisis to apply for assistance and an assessment to determine vulnerability, needs, and check program eligibility. Through prioritization the people with the greatest need and vulnerability receive assistance.

While most homeless providers have some outreach services, there is not an agency that exclusively provides outreach services. Mission Texarkana provides limited outreach to unsheltered homeless through Church under the Bridge. This year, the City will support HMIS to ensure accurate data is collected on sheltered and unsheltered homeless.

The city has supported the development of the Doorways Home program which is the located at the Doorways Home campus (902 W. 12th Street). The campus is a fixed place where people wanting help can access professional, courteous support to leave the street behind. Program staff will complete an

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assessment to determine vulnerability, needs and check program eligibility, prioritize people with the greatest housing needs, and make referrals to housing and services based on need and prioritization.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to support organizations that address the emergency shelter and transitional housing needs of the homeless to establish a more robust social service system. The Texarkana Homeless Coalition is a local homeless coalition under the Texas Homeless Network (Texas Balance of State CoC), that is responsible for the oversight, planning and operations of the entire CoC. Randy Sams Outreach Shelter is a low-barrier homeless shelter providing emergency shelter in Texarkana. The shelter currently has 112 beds and also provides basic needs like food, showers, case management, and transportation access. The City needs a day shelter to provide resources for persons seeking to return to permanent housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue to support the Texas Homeless Coalition in reducing the amount of time that individuals and families (chronically homeless, families with children, veterans and their families, and unaccompanied youth) experience homelessness. The Texas Homeless Coalition implements a housing first model that works to connect people as quickly as possible to permanent housing and the care and support they need to stabilize and improve their quality of life. The primary goals are to help people obtain permanent housing as quickly as possible, increase their self-sufficiency, and remain stably housed.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The main need is to link people with available housing opportunities as quickly as possible and support them in accessing subsidies and increasing their income to help them sustain their housing long-term. The City's nonprofits coordinate with hospitals, courts, and other institutions to coordinate and plan the discharge of persons experiencing homelessness. Additionally, the Texarkana Homeless Coalition also collaborates closely with a number of organizations which offer primary care, behavioral health, career and other services for persons experiencing homelessness.

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During the next year, the City will continue to:

- Improve coordination between mental health, physical health, and criminal justice systems to identify people at risk of homelessness and link them with support to prevent them from becoming literally homeless after discharge.
- Work with the local and state Department of Children Services and support them in their effort to expand services for youth existing foster care.
- Assist in the identification of available prevention programs and development of a gaps analysis that allows us to create a homeless prevention plan in the coming years.

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AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

This section of the plan explains whether the cost of housing or the incentives to develop, maintain, or improve affordable housing is affected by policies that may affect land and other property, zoning ordinances, building codes, growth limits, and policies that affect the return on residential investment. These issues are presented based on programmatic experience, previous analyses, and were explored as part of the City of Texarkana's Analysis of Impediments to Fair Housing Choice.

The City 's most recent Analysis of Impediments did not identify any institutional barriers to affordable housing in Texarkana, TX. The City is growing in population and the demand for more affordable units is increasing. The City is committed to maintaining and enhancing policies that increase equal opportunity for housing for low-income families and minorities.

During the needs assessment, stakeholders revealed that a barrier to affordable housing exists with property owners violating tenant's rights or the lack of knowledge of tenants' rights. Property owners have increased rent without notice, refuse to make repairs, or refuse to rent to potential tenants due to minor credit issues. This practice is predatory and further exacerbates the affordability and availability crisis. Stakeholders also revealed that many immigrants do not receive information in a culturally competent way leaving these residents to forgo services that they are indeed eligible for.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To maintain the City's commitment to prevent barriers to affordable housing the City will continue to:

- Conduct public outreach regarding availability of housing & housing assistance including ensuring that programs are culturally competent and translation of housing application materials into Spanish & maintains bi-lingual staff to assist applicants & clients who are not English-proficient.
- Maintain flexibility in zoning & building requirements when appropriate to allow for infill housing development.
- Maintain an Affirmative Marketing Plan to directly market newly developed City-assisted housing units to minority groups least likely to apply to homeownership programs.
- Meet with local lenders & home builders to encourage the use of non-traditional client loan qualifying & loan products to better serve the needs of homebuyer households with challenges that preclude conventional qualification.
- Support local Continuum of Care efforts for homeless populations & provides ongoing support & technical assistance to the Texarkana Homeless Coalition.
- Work with local agencies that provide financial case management & credit counseling.

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- Review and, when applicable, revise the Fair Housing ordinance which ensures that fair housing options are available to its citizens.
- Monitor city-sponsored projects for equal access & compliance with the Fair Housing Act.
- Monitor code compliance to HQS and Fair Housing standards.
- Hold periodic Public Hearings providing information & requesting public comment on affordable and fair housing issues.
- Work with local housing service providers to conduct homebuyer & homeowner education.

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AP-85 Other Actions – 91.220(k)

Introduction:

This section details the City's actions planned to ensure safe and affordable housing for its residents, along with plans to meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

Actions planned to address obstacles to meeting underserved needs

The City will work with its community partners to assist low- and moderate-income residents in meeting underserved needs consisting of employment services, childcare, health services, substance abuse counseling and treatment, education programs, services for senior citizens, services for people experiencing homelessness, and fair housing training.

Actions planned to foster and maintain affordable housing

The City will continue to foster and maintain the current affordable housing stock by utilizing CDBG for owner-occupied rehabilitation and first-time homebuyer programs. The City will also expand its efforts to actively pursue other funding mechanism and partnerships for the development of affordable housing to leverage limited public dollars.

Actions planned to reduce lead-based paint hazards

The City will continue to implement countermeasures to minimize exposure of lead-based paint hazards found in existing housing built prior to 1978 through its City administered housing program. The City will provide all rehab clients and potential clients with the "Lead-Based Paint" pamphlet that describes hazards of lead-based paint. Pursuant to 24 CFR Part 35, all rental and homeowner dwelling units that wish to receive federal assistance and were built prior to 1978 are tested for lead-based paint. (These tests consist of visual inspections, lead screens, and full assessments. Additionally, when properties test positive for LPB hazards, interim controls are performed, and LBP clearances are provided.)

Actions planned to reduce the number of poverty-level families

There are a variety of actions the City undertakes throughout the year in an effort to reduce the number of poverty-level families and increase self-sufficiency. The programs funded through CDBG to address this goal include youth programs, senior assistance programs, and emergency services (i.e., rent, mortgage, and utility assistance programs). The City's anti-poverty strategy focuses on helping all low-income households improve their economic status and remain above poverty levels.

Actions planned to develop institutional structure

City staff works throughout the year to increase institutional structure, both within the City and throughout our partner agencies. This is accomplished through providing technical assistance on federal grant management requirements, such as growing their knowledge of Davis-Bacon requirements, financial management and other grant management procedures. Staff maintain contact with partner

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agencies throughout the year, offering referrals for funding and training opportunities where appropriate.

During the next Consolidated Plan period, the City's Planning and Community Development Department will continue to assist nonprofit/social service providers, Village Communities of Texarkana, Texas, and various other community-based organizations to provide training and technical assistance to subrecipients.

Actions planned to enhance coordination between public and private housing and social service agencies

The City is heavily invested in collaborations throughout the community and has successfully paired with multiple service providers to achieve its goals of providing affordable, safe, and decent housing. This collaboration has allowed the City, public agencies, and service providers of the Texarkana Homeless Coalition to better serve the needs of underserved residents. The City will also continue to further its initiative to leverage funding to increase opportunities for low- and moderate- income residents to receive necessary services and have access to affordable housing options.

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Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

It is the City of Texarkana's policy that 70% of the CDBG funds will be used to benefit low-moderate income people residing within the city limits over a consecutive period of three years, including the year covered by this Annual Action Plan. The City sets aside 15% of the allocation to fund public services and 20% to be used for administration of the program.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	$0
3. The amount of surplus funds from urban renewal settlements	$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	$0
5. The amount of income from float-funded activities	$0
Total Program Income	$0

Other CDBG Requirements

1. The amount of urgent need activities	$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit – A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70%

The City anticipates using 70% of CDBG funds for projects involving low- and moderate-income people or low and moderate areas over a consecutive period of three years, years 2026-2028, including the year covered by this Annual Action Plan.

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CITY OF TEXARKANA TEXAS

CDBG 2025 Annual Action Plan
Community Development Block Grant

Planning & Community Development
June 9, 2025

Attachment: 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (4527 : 2025-089

Citizen Participation

2 Public Meetings

- June 9th City Council Meeting 1st Briefing
- July 14th City Council Public Meeting

30-day public comment period for 2025 Annual Action Plan (June 13th – July 14th, 2025)

Surveys can be filled out online at:
https://www.surveymonkey.com/r/CDBGAAPS

Advertisement of Public Comment Period:

- Texarkana Gazette Legal Notice
- Amigo News - Spanish
- City Website/Social Media Pages

Draft copies available electronically on Planning & Community Development Homepage

Paper copies available upon request at City Hall

Attachment: 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (4527 : 2025-089

Public Comment

PY2025 Annual Action Plan

The City has begun the process of creating next year's Annual Action Plan (AAP) for its CDBG program. Public input & comments are vital to this process.

The City has posted information about the AAP in the following manner:

*Information posted to city's website
*Draft of AAP available at City Hall

Public Comment Period: June 13th – July 14th, 2025
Comments may be submitted through surveys filled out online at:
https://www.surveymonkey.com/r/CDBGAAPS

or by sending to:
City of Texarkana, Texas
Planning & Community Development Dept
Attn: Megan Price
220 Texas Blvd
Texarkana, TX 75501

Attachment: 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (4527 : 2025-089

Texarkana 2025 HUD CDBG Proposed Budget

CDBG PY2025 Budget 204-6602-54504	
Projects PY2025 (Oct2025 - Sept2026)	PY2025/FY2026 Budget 5/16/2025
	Budget
Public Services: (max $57,399)	
Mission Txk-Job Training-(Litter)	20,000.00
Haven Homes	10,000.00
HMIS	1,000.00
Randy Sams	16,399.00
Pol Care	10,000.00
General Services	
Administration (max $76,532)	76,532.00
Sidewalks	30,000.00
Tree Planting	9,000.00
Community Gardens	10,000.00
Crosswalks / Curb Ramps	50,000.00
Inspections - Demo (S&B)	157,232.00
	390,163.00
Revenues PY2024	
Estimated Rollover Funds	5,000.00
PY2025 Funding Allocation	382,663.00
Estimated Program Income	2,500.00
	390,163.00
Allocation + Program Income	385,163.00
Rollover Funds PY2025	-

Attachment: 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (4527 : 2025-089

PY2025 Proposed Activities

CDBG Allocation:

*Public Services – Life skills, job training, youth programs, tutoring
*Program Administration
*Sidewalks–ADA sidewalks installed in LMI areas
*Tree Planting – plant trees in LMI areas
*Community Gardens –community garden improvements
*Cross Walks / Curb Ramps
*Inspections – Demo of building (slum & blight)

Attachment: 2025-089 ATTH 02 Council Presentation CDBG PY2025 AAP (4527 : 2025-089

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: 2025-089 Goals & Perspectives (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action Plan)

RESOLUTION NO. 2025-089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ANNUAL ACTION PLAN SETTING PRIORITIES FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND AUTHORIZING THE CITY MANAGER TO SUBMIT SAID ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the U. S. Department of Housing and Urban Development has provided the City of Texarkana, Texas, with Community Development Block Grant (CDBG) funds; and

WHEREAS, public review of the draft 2025 Action Plan became available June 13, 2025, and was continued through July 14, 2025. Legal notice was published in the Texarkana Gazette and on the city's website. Public meetings will be conducted on June 9, 2025, and July 14, 2025, to solicit public comments regarding the Consolidated Plan and Action Plan. A public hearing is scheduled for July 14, 2025; and

WHEREAS, the City Council has determined it to be appropriate to adopt the Community Development Block Grant (CDBG) 2025 Annual Action Plan for the use of Community Development Block Grant Funds.

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

SECTION 1: The Community Development Block Grant (CDBG) 2025 Annual Action Plan is hereby accepted.

SECTION 2: The City Manager is hereby authorized to submit said Community Development Block Grant (CDBG) 2025 Annual Action Plan to the U. S. Department of Housing and Urban Development and is authorized to act in connection with the submission of the Consolidated Plan and the Action Plan to provide such additional information as may be required.

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-089 RES Adopting CDBG FY 26 Annual Action Plan [Revision 1] (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action

RESOLUTION NO. 2025-089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ANNUAL ACTION PLAN SETTING PRIORITIES FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND AUTHORIZING THE CITY MANAGER TO SUBMIT SAID ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the U. S. Department of Housing and Urban Development has provided the City of Texarkana, Texas, with Community Development Block Grant (CDBG) funds; and

WHEREAS, public review of the draft 2025 Action Plan became available June 13, 2025, and was continued through July 14, 2025. Legal notice was published in the Texarkana Gazette and on the city's website. Public meetings will be conducted on June 9, 2025, and July 14, 2025, to solicit public comments regarding the Consolidated Plan and Action Plan. A public hearing is scheduled for July 14, 2025; and

WHEREAS, the City Council has determined it to be appropriate to adopt the Community Development Block Grant (CDBG) 2025 Annual Action Plan for the use of Community Development Block Grant Funds.

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

SECTION 1: The Community Development Block Grant (CDBG) 2025 Annual Action Plan is hereby accepted.

SECTION 2: The City Manager is hereby authorized to submit said Community Development Block Grant (CDBG) 2025 Annual Action Plan to the U. S. Department of Housing and Urban Development and is authorized to act in connection with the submission of the Consolidated Plan and the Action Plan to provide such additional information as may be required.

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:38 p.m.

Attachment: 2025-089 RES Adopt CDBG FY26 AA Plan signed (4527 : 2025-089 RES Adopting CDBG PY25 Annual Action Plan)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/25/2025 4:21 PM

Lead Department: City Attorney **Action Officer:** Jeffery Lewis,

Subject: Resolution No. 2025-090 approving an extension of the 1985 Millwood Water System Agreement [joint resolution with the City of Texarkana, Arkansas].

Briefing: 7/14/2025 **Public Hearing:** 7/14/2025 **Council Vote:** 7/14/2025

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

Updates/History of Briefing:

Not applicable.

Executive Summary and Background Information:

The 2022 joint resolution of the City Council and the Arkansas Board of Directors reaffirmed the express approval of Texarkana, Arkansas, for cities and customers currently being served by Texarkana, Texas, to also receive treated water from Millwood Lake. In that resolution, both the City Council and the Board of Directors tasked their respective city managers to develop both short-term and long-term bi-city goals on all matters pertaining to water. Extending the 1985 Millwood system agreement [ATTH 01] between the Cities is one of those bi-city goals. The Millwood agreement expires with the maturity of the associated revenue bonds on September 1, 2025.

Many factors warrant extension of the Millwood agreement beyond the initial term:

- the growth of both Cities and the surrounding areas;
- the increasing needs and demands for water of the citizens and residents of the areas of both cities the interconnection of the Cities' treated water distribution system; and
- opportunities for the Cities to leverage economies of scale for water supply and offsets to production costs.

Once the bonds have matured, the Millwood agreement addresses a process for co-ownership of the Millwood system. Current calculations by TWU [ATTH 02] indicate co-ownership percentages will be approximately 42.55% Texarkana, Arkansas, and 57.55% Texarkana, Texas. Calculations will not be finalized until the last bond payment is made in a few months.

The proposed joint resolution, when passed by both the City Council and the Board of Directors:

- approves an extension of the 1985 Millwood Contract through December 31, 2030 (Sec. 1);

- authorizes the City Managers to finalize ownership interests in the Millwood system after bond maturity, add the finalized percentages to the extension document, and execute the extension without further authorization from the Council or Ark. Board (Sec. 1);

- reaffirms the 2022 directive of both governing bodies for the city managers to develop short- and long-term bi-city water goals (Sec. 2);

- directs the city managers to develop joint operating protocols for Millwood system operations, with authority to amend, supplement, sign, and implement those protocols (Sec. 2); and

- the City Manager of Texarkana, Arkansas, is directed by the Arkansas Board to prepare and execute conveyance documents in anticipation of a request from Texarkana, Texas, for co-ownership of Millwood system facilities (Sec. 3).

The Resolution becomes effective immediately upon approval; and the extension will be effective Sept. 1, 2025.

Potential Options:

Approve or decline to approve the proposed resolution.

Fiscal Implications:

Continuing the same fiscal obligations per the 1985 agreement, excluding those paragraphs or subparagraphs which will be rendered moot by the maturity of the revenue bonds.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

None.

Board/Committee Recommendation:

Not applicable.

Advisory Board/Committee Meeting Date and Minutes:

Not applicable.

Attachments

a. 2025-090 RES Millwood system extension (DOCX)
b. 2025-090 EXH A Millwood Contract extension (DOCX)
c. 2025-090 ATTH 01 1985 Amended and Restated (PDF)
d. 2025-090 ATTH 02 MW Bond FINAL 06 02 2025 (PDF)
e. 2025-090 Goals & Perspectives (DOCX)

Staff Coordination

City Attorney	Jeffery C. Lewis 06/03/2025 1:05 PM	Department Head Review	Completed

Water Utilities 2:19 PM	Gary Smith	Review	Completed	06/03/2025
City Secretary 5:04 PM	Jennifer Evans	Review	Completed	06/03/2025
City Manager 7:54 AM	David Orr	City Manager Review	Completed	06/05/2025
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	06/09/2025

Meeting History

Texarkana, Arkansas: Resolution No. 2025- _____

Texarkana, Texas: Resolution No. 2025-090

A JOINT RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF TEXARKANA, ARKANSAS, AND THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING EXTENSION NO. 1 OF THE 1985 MILLWOOD WATER SYSTEM AGREEMENT; AUTHORIZING DEVELOPMENT AND IMPLEMENTATION OF JOINT OPERATING PROTOCOLS FOR THE MILLWOOD SYSTEM AND RELATED JOINT OPERATIONS; AUTHORIZING PREPARATION OF DOCUMENTATION FOR CO-OWNERSHIP OF THE MILLWOOD PROJECT BETWEEN THE TWO CITIES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in 1985, the Cities of Texarkana, Arkansas, and Texarkana, Texas, contracted for provision of treated water from Millwood Reservoir in an Amended and Restated Water System Agreement ("the 1985 Millwood Contract"), with the Cities designated in the contract, respectively, as "Arkansas City" and "Texas City"; and

WHEREAS, with the water systems of the two Cities being interconnected, treated water from the Millwood Reservoir has been and continues to be necessarily and inextricably commingled with treated water from Lake Wright Patman and sold to all purchasers, including municipalities, who have contracted with either Texarkana, Arkansas, or Texarkana, Texas; and

WHEREAS, pursuant to the Joint Resolution of the Board of Directors of the City of Texarkana, Arkansas, and the City Council of the City of Texarkana, Texas [Texarkana, Arkansas Res. No. 2022-23, passed and approved Mar. 21, 2022; Texarkana, Texas Res. No. 2022-07, passed and approved Mar. 28, 2022] (hereinafter, "the 2022 Joint Resolution"): Texarkana, Arkansas, pursuant to Section 1 of the 1985 Millwood Contract, reaffirmed its "express approval" for cities and customers currently being served by Texarkana, Texas, to also receive water from the "Initial Project" as defined in the 1985 Millwood Contract for treated water from Millwood Reservoir; Texarkana, Arkansas, pursuant to Section 17 of the 1985 Millwood Contract, reaffirmed that title to all supplied water purchased by Texarkana, Texas, under the 1985 Millwood Contract passes to Texarkana, Texas, at the point of delivery; and both the Board of Directors and the City Council commended their respective city managers for their collaborative consultation on matters of bi-city public welfare and interest and were directed to develop both short-term and long-term bi-city goals on all matters pertaining to water; and

WHEREAS, the revenue bonds issued for the Millwood Project will mature on September 1, 2025, which will complete the initial term of the 1985 Millwood Contract; and

WHEREAS, the Cities jointly recognize that the growth of both Cities and the surrounding areas, the increasing needs and demands for water of the citizens and residents of the areas of both cities, the interconnection of the Cities' treated water distribution system, and opportunities to leverage economies of scale for water supply and offsets to production costs direct and warrant extension

Attachment: 2025-090 RES Millwood system extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

of the 1985 Millwood Contract term beyond the initial term while the Cities continue to develop and implement both short-term and long-term bi-city goals on all matters pertaining to water, including the operation of the Millwood system; and

WHEREAS, the Cities desire to extend the 1985 Millwood Contract to and including December 31, 2030, by approving the extension of "the 1985 Millwood Contract" and approving the form of the attached "Extension No. 1 of Amended and Restated Water System Agreement between City of Texarkana, Arkansas and City of Texarkana, Texas", incorporated herein by reference for all purposes; and

WHEREAS, the Cities desire to direct their respective City Managers to prepare for co-ownership of the Millwood Project as contemplated in Paragraph 18 of the 1985 Millwood Contract by developing joint operations protocols for the Millwood Project; and, in addition, the Board of Directors desires to direct its City Manager to prepare real estate conveyance and other necessary documents in anticipation of Texarkana, Texas, requesting from Texarkana, Arkansas, an undivided interest in the Millwood treatment plant, distribution lines, and other facilities used to serve Texarkana, Texas, under the 1985 Millwood Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF TEXARKANA, ARKANSAS, AND THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The Board of Directors of the City of Texarkana, Arkansas, and the City Council of the City of Texarkana, Texas, approve the extension of "the 1985 Millwood Contract", approve the form of the attached "Extension No. 1 of Amended and Restated Water System Agreement between City of Texarkana, Arkansas and City of Texarkana, Texas" (attached hereto as **Exhibit A** and incorporated herein by reference for all purposes), and authorize their respective City Managers and officials, upon the maturity of the Millwood Project revenue bonds, to finalize the respective ownership interests of the Initial Project as contemplated by Paragraph 18 of the 1985 Millwood Contract and execute said Extension No. 1 of the 1985 Millwood Contract without any further authorization from either the Board of Directors or the City Council.

SECTION 2: The Board of Directors of the City of Texarkana, Arkansas, and the City Council of the City of Texarkana, Texas, having previously directed their respective City Managers in the 2022 Joint Resolution to develop both short-term and long-term bi-city goals on all matters pertaining to water, reaffirm that directive. Moreover, in anticipation of co-ownership of the Millwood treatment and distribution system as contemplated by Paragraph 18 of the 1985 Millwood Contract and Section 4 of the Extension No. 1, the Board of Directors and the City Council agree that the operation of the system and attendant responsibilities of co-owners to ensure the operation of the system should be set out in written joint operating protocols; therefore, both Cities agree and direct that their respective City Managers (a) shall promptly collaborate and develop such joint operating protocols for the Millwood system and related joint operations, (b) shall have authority by this Joint Resolution, as both City Managers jointly deem necessary from time to time, to amend or supplement said protocols, and (c) shall have authority or shall be delegated authority by this Joint Resolution to sign, execute, and implement said joint operations protocols and amendments or supplements thereto.

Attachment: 2025-090 RES Millwood system extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

SECTION 3: The Board of Directors of the City of Texarkana, Arkansas, further directs its City Manager to prepare for co-ownership of the Millwood Project by drafting real estate conveyance and other necessary documents in anticipation of the request of Texarkana, Texas, for conveyance of an undivided interest in the Millwood treatment plant, distribution lines, and other facilities used to serve Texarkana, Texas, under the 1985 Millwood Contract; and upon receipt of such request, the City Manager shall accomplish such conveyance as required by the 1985 Millwood Contract and by authority of this Joint Resolution, within the period required by the Extension No. 1, without the necessity of any further action by the Board of Directors.

SECTION 4: This Joint Resolution shall be in full force and effect from and after its passage and approval by both Cities.

Texarkana, Arkansas: PASSED AND APPROVED this ___ day of _____, 2025.

Texarkana, Texas: PASSED AND APPROVED in Regular Council Session on this the 14th day of July, 2025.

City of Texarkana, Arkansas:

_____
Tyler Richards, City Manager

_____
Allen L. Brown, Mayor

Attest:

_____
Heather Soyars, City Clerk

Approved:

_____
Josh Potter, City Attorney

City of Texarkana, Texas:

_____
David Orr, City Manager

_____
Bob Bruggeman, Mayor

Attest:

_____
Jennifer Evans, City Secretary

Approved:

_____
Jeffery C. Lewis, City Attorney

Attachment: 2025-090 RES Millwood system extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

Attachment: 2025-090 EXH A Millwood Contract extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

Exhibit A

2025-090 EXH A

Extension No. 1 of Amended and Restated Water System Agreement

between

City of Texarkana, Arkansas, and City of Texarkana, Texas

THIS EXTENSION NO. 1 of the Amended and Restated Water System Agreement Agreement ("Extension") is executed by and between the City of Texarkana, Arkansas, a municipality created and existing under the laws of the State of Arkansas, and the City of Texarkana, Texas, a municipality created and existing under the laws of the State of Texas (collectively, "Cities").

WHEREAS, in 1985, the Cities contracted for provision of treated water from Millwood Reservoir in an Amended and Restated Water System Agreement ("the 1985 Millwood Contract"), with the Cities designated in the contract, respectively, as "Arkansas City" and "Texas City"; and

WHEREAS, the 1985 Millwood Contract recited the Cities' recognition in 1982 that the growth of both Cities and the surrounding areas, and the increasing needs and demands for water of the citizens and residents of the areas of both Cities, would cause needs for water to exceed the available capacity by the year 1986; and in order to meet such anticipated needs, Arkansas City entered into agreements resulting in the acquisition, construction, and equipping of certain waterworks, water supply, transmission, treatment and distribution facilities — collectively defined as the "Initial Project" — for securing and developing Arkansas City's water supply source at Millwood Reservoir; and

WHEREAS, pursuant to Paragraph 5 of the 1985 Millwood Contract, Texas City paid all sums due and owing over the term of the contract, which included proportionate amounts detailed in Subparagraph (a) of Paragraph 5 for defeasance of revenue bonds issued for the cost of the Initial Project; and

WHEREAS, the revenue bonds issued for the Initial Project matured on September 1, 2025; and pursuant to Paragraph 9 of the 1985 Millwood Contract, upon maturity of the revenue bonds, either city shall have the right to an extension of the agreement term beyond the initial term as may be agreed upon between the Cities, and "[d]eterminations of monthly charges to be billed and paid at such time shall be determined as … provided for the initial term, in Paragraph 5, except that no payment shall be made in respect of the costs and items specified in Subparagraph 5(a)"; and

WHEREAS, pursuant to Paragraph 18 of the 1985 Millwood Contract, "… at such time as all … [b]onds issued in connection with the acquisition and construction of the Initial Project …. shall have been fully paid and discharged, Arkansas City will, upon Texas City's request, convey to Texas City an undivided interest in the treatment plant, distribution lines [sic] and other facilities, if any, used to serve Texas City under this Agreement, such interest to be determined by the percentage that the amount paid by Texas City under Paragraph 5(a) hereof bears to the total amount paid to retire bonds issued to finance the Initial Project …. Texas City's undivided interest in the facilities serving it … shall be that proportion of Arkansas City's interest in such facilities that Texas City's payments …bear to Texas City's future interests, it being understood that such interests shall be confined to those facilities aforementioned which are used in serving Texas City"; and

WHEREAS, undivided ownership interests of the Initial Project as contemplated by Paragraph 18 of the 1985 Millwood Contract have been calculated to be _____% Arkansas City and _____% Texas City; and

Attachment: 2025-090 EXH A Millwood Contract extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

WHEREAS, with the water systems of the Cities being interconnected, treated water from the Millwood Reservoir has been and continues to be necessarily and inextricably commingled with treated water from Wright Patman Lake in Texas and sold to all purchasers, including municipalities, who have contracted with either Arkansas City or Texas City; and

WHEREAS, pursuant to the Joint Resolution of the Board of Directors of the City of Texarkana, Arkansas, and the City Council of the City of Texarkana, Texas [Texarkana, Arkansas Res. No. 2022-23, passed and approved Mar. 21, 2022; Texarkana, Texas Res. No. 2022-07, passed and approved Mar. 28, 2022] (hereinafter, "the 2022 Joint Resolution"): Texarkana, Arkansas, pursuant to Section 1 of the 1985 Millwood Contract, reaffirmed its "express approval" for cities and customers currently being served by Texarkana, Texas, to also receive water from the "Initial Project" as defined in the 1985 Millwood Contract for treated water from Millwood Reservoir; Texarkana, Arkansas, pursuant to Section 17 of the 1985 Millwood Contract, reaffirmed that title to all supplied water purchased by Texarkana, Texas, under the 1985 Millwood Contract passes to Texarkana, Texas, at the point of delivery; and both the Board of Directors and the City Council commended their respective City Managers for their collaborative consultation on matters of bi-city public welfare and interest and were directed to develop both short-term and long-term bi-city goals on all matters pertaining to water; and

WHEREAS, the Cities jointly recognize that the growth of both Cities and the surrounding areas, the increasing needs and demands for water of the citizens and residents of the areas of both cities, and the interconnection of the Cities' treated water distribution system, direct and warrant extension of the 1985 Millwood Contract term beyond the initial term while the Cities continue to develop and implement both short-term and long-term bi-city goals on all matters pertaining to water, including the joint operation of the Millwood system.

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the Cities, and for good and valuable consideration, receipt of which is hereby acknowledged, the Cities agree as follows:

1. Term of Extension. The 1985 Millwood Contract is extended to and including December 31, 2030, and thereafter said contract and the provisions of this Extension shall automatically renew for subsequent one-year terms unless terminated (a) by mutual agreement of the parties, or (b) by either City upon written notice of termination delivered to the other City one year prior to the effective date of termination.

2. Co-Ownership of Millwood System and Undivided Percentage Interest. The parties agree and acknowledge that all conditions for activation of Paragraph 18 of the 1985 Millwood Contract have occurred. Upon the request of Texas City, as required by the 1985 Millwood Contract, Arkansas City will convey to Texas City within thirty (30) days—and the City Manager of Arkansas City shall accomplish such conveyance by authority of this Extension—an undivided interest in the assets as described in and calculated pursuant to said Paragraph 18; and such conveyance shall establish an undivided ownership interest in said assets in the following percentages: _____% Arkansas City; and _____% Texas City.

3. Reaffirming 1985 Millwood Contract; exceptions. The Cities affirm and acknowledge that the mutual covenants and agreements set out in the 1985 Millwood Contract, incorporated herein by reference for all purposes, and as reaffirmed by the 2022 Joint Resolution, remain in full force and effect, excepting those paragraphs or subparagraphs which have been

Attachment: 2025-090 EXH A Millwood Contract extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

rendered moot by the maturity of the revenue bonds issued for the Initial Project [including paragraphs or subparagraphs 5(a), 5(b), 5(d), 13(b), 13(c), 14, 22]; provided that to the extent that there is any conflict or inconsistency between this Extension and the 1985 Millwood Contract, the provisions of this Extension shall govern.

4. Construction. In construing this Extension, none of the parties hereto shall have any term or provision, or any uncertainty or ambiguity as to any provisions herein, construed against such party solely by reason of such party having drafted the same.

5. Effective Date. This Extension shall be effective on September 1, 2025.

IN WITNESS WHEREOF, the City of Texarkana, Arkansas, pursuant to resolution duly and properly adopted by its Board of Directors, has authorized and caused this Extension No. 1 to be executed in its behalf by its Mayor and City Manager, and attested by its City Clerk; and the City of Texarkana, Texas, pursuant to resolution duly and properly adopted by its City Council, has authorized and caused this Extension No. 1 to be executed in its behalf by its Mayor and City Manager, and attested by its City Secretary.

City of Texarkana, Arkansas:

_____
Tyler Richards, City Manager

_____
Allen L. Brown, Mayor

Dated: _____, 2025

Attest:

_____
Heather Soyars, City Clerk

Approved:

_____
Josh Potter, City Attorney

City of Texarkana, Texas:

_____
David Orr, City Manager

_____
Bob Bruggeman, Mayor

Dated: _____, 2025

Attest:

_____
Jennifer Evans, City Secretary

Approved:

_____
Jeffery C. Lewis, City Attorney

Attachment: 2025-090 EXH A Millwood Contract extension (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

VOL 796 PAGE 92 13037

AMENDED AND RESTATED WATER SYSTEM AGREEMENT

Dated as of October 15, 1985

Between

CITY OF TEXARKANA, ARKANSAS

and

CITY OF TEXARKANA, TEXAS

Pertaining To

$17,930,000

WATERWORKS FACILITIES REVENUE REFUNDING BONDS
Series 1985

Prepared by:

ROSE LAW FIRM,
a Professional Association
120 East Fourth Street
Little Rock, Arkansas 72201

85 NOV 22 AM 9:13
CLERK

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

AMENDED AND RESTATED
WATER SYSTEM AGREEMENT

THIS AGREEMENT is executed as of October 15, 1985 by and between the CITY OF TEXARKANA, ARKANSAS, a municipality created and existing under the laws of the State of Arkansas (the "Arkansas City") and the CITY OF TEXARKANA, TEXAS, a municipality created and existing under the laws of the State of Texas (the "Texas City"). This agreement amends, restates and replaces that certain 1982 Water System Agreement executed as of December 1, 1982 (the "1982 Water Agreement") by and between the Arkansas City and Texas City.

W I T N E S S E T H:

WHEREAS, by agreements dated August 5, 1948, April 12, 1957 and May 20, 1969, respectively, Texas City has contracted to supply Arkansas City with treated water in amounts at all times sufficient to satisfy demands imposed upon the municipal water system of Arkansas City by its customers, under the conditions and provisions set forth in such agreements, from Lake Wright Patman (formerly Texarkana Reservoir), located in Bowie County, Texas; and

WHEREAS, under the "Texarkana, Arkansas-Texas Water Supply Agreement," dated May 20, 1969 (the "1969 Water Agreement") between the Arkansas City and the Texas City, it was expressly recognized that the two cities were authorized, under certain circumstances, to pump or take water in the future from sources of supply other than the Lake Wright Patman source authorized under the 1969 Water Agreement, including but not limited to circumstances wherein (i) the needs and demands of Arkansas City for water exceeded the ability of Texas City to deliver same, or (ii) Arkansas City reasonably anticipated that its needs and demands for water would exceed the ability of Texas City to deliver same, or (iii) Texas City and Arkansas City agreed to resume the pumping of water from some other supply; and

WHEREAS, in 1982 the parties recognized that the growth of both cities and the surrounding areas, and the increasing needs and demands for water of the citizens and residents of the areas of both cities would cause needs for water to exceed the available capacity by the year 1986; and

WHEREAS, the need of the parties to secure other sources of water through other facilities than the Lake Wright Patman source, and to have such other source acquired, developed, constructed and capable of delivering treated water to customers by the year 1986, was confirmed by studies and research conducted by independent consulting engineers; and

WHEREAS, pursuant to a Water Supply Contract dated October 12, 1978 (the "Water Supply Contract"), between Arkansas City and The Southwest Arkansas Water District (the "District"), a regional water distribution district existing under the laws of the State of Arkansas, Arkansas City reserved for future municipal or industrial use up to fifty million (50,000,000) gallons of raw water per day in storage space allocated the District in Millwood Reservoir, said reservoir being located in portions of Little River and Hempstead Counties, Arkansas; and

WHEREAS, in order to meet anticipated water needs the Arkansas City entered into agreements pursuant to which the City of Texarkana, Arkansas Public Facilities Board (the "Issuer") has undertaken the acquisition, construction and equipping of certain waterworks, water supply, transmission, treatment and distribution facilities (the "Initial Project") involving the securing and developing of the Arkansas City's water supply source at Millwood Reservoir; and

WHEREAS, the Issuer obtained necessary funds for the acquisition, construction and equipping of the Initial Project, for refunding certain outstanding water and sewer revenue bond indebtedness of the Arkansas City, and for paying the cost of issuing the bonds, through the sale of the Issuer's Waterworks Facilities Revenue Bonds, Series 1982, in the principal amount of $19,535,000 (the "Prior Bonds"); and

WHEREAS, pursuant to that certain Sale Agreement dated as of December 1, 1982 (the "Prior Agreement"), between the Issuer and City, the Initial Project was sold to the City in consideration of payments sufficient to provide for payment of principal of, premium, if any, and interest on the Prior Bonds; and

WHEREAS, to make more definite and certain their agreements with respect to the acquisition, use and payment of the cost of the Initial Project and the ability of Texas City to obtain water from and through Arkansas City's interest in the Initial Project, the Arkansas City and Texas City entered into that certain Texarkana, Arkansas-Texas 1982 Water System Agreement, dated as of December 1, 1982 (the "1982 Water Agreement"); and

WHEREAS, the Issuer is authorized under the Act to issue and sell revenue bonds for the purpose of refunding the Prior Bonds; and

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

WHEREAS, it has been determined that refunding the Prior Bonds will result in interest savings to the Issuer, Arkansas City and Texas City and that in order to provide funds therefor, that the Issuer will issue its Waterworks Facilities Revenue Refunding Bonds, Series 1985, in the principal amount of $17,930,000 (the "Refunding Bonds"), pursuant to the terms of a Trust Indenture, dated as of October 15, 1985 (the "Indenture"), between the Issuer and The State First National Bank of Texarkana, of Texarkana, Arkansas, as trustee; and

WHEREAS, the Issuer and the Arkansas City have entered into a Sale Agreement, dated as of October 15, 1985 (the "Agreement") under which the Prior Agreement will be terminated and the Issuer will sell the Initial Project to the Arkansas City for payments sufficient to provide for payment of principal of, premium, if any, and interest on the Refunding Bonds; and

WHEREAS, the Arkansas City and Texas City desire to enter into this agreement to amend and restate the 1982 Water Agreement as necessary to accomplish the issuance of the Refunding Bonds;

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties, and in consideration of the payment by Texas City to Arkansas City of the sum of $1.00 and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. Agreement to Supply Treated Water to Texas City. From and after the Date of Commercial Operation of the Initial Project (defined herein to mean the date on which the Initial Project is capable of producing and transmitting potable treated water for consumption and use by customers of Arkansas City, as evidenced by a certificate of Arkansas City's consulting engineer delivered to the Trustee and to Texas City), Arkansas City agrees to furnish, supply and make available to Texas City, at the various points where the water system of Arkansas City now makes or may hereafter make contact or connection with the water system of Texas City, or at such other points of delivery as may be mutually agreed upon, potable treated water from the Initial Project (of the same quality, purity and fitness as that which may be sold by Arkansas City to its consumers), at all times sufficient in amount, pressure and rate of flow to satisfy all demands imposed upon Texas City's system by customers attached thereto, and the total requirements of said customers existing from time to time, or at any time, to the extent that such customers cannot conveniently be served by Texas City from Lake Wright Patman; provided, however, that in no event shall the Texas City water demands under this Agreement exceed the lesser of the capacity of the Initial Project or the amount of water made available to Arkansas City under the Water Supply Contract; provided further, that those other cities and customers currently being served by Texas City from the Lake

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

Wright Patman supply under separate contracts with Texas City, shall not, without the express approval of Arkansas City's Board of Directors, receive water from the Initial Project, but shall continue to be served by Texas City under their separate contracts with Texas City to obtain water from Lake Wright Patman.

2. No Priorities as Between Customers in Either City. Arkansas City agrees that it will maintain the Initial Project, and all related facilities, as part of its own water system and will keep the same in good and efficient operating condition for the purpose of furnishing water to both Arkansas City and Texas City, and Arkansas City agrees that water shall be furnished to Texas City on the same basis as if the customers connected to the Texas City's water system were actually located within the city limits of Arkansas City, and in the event it should become necessary to ration water supplies, the same method of rationing and priorities of usage shall be applied to Arkansas City to the customers in both cities without discrimination. Further, in the event of any such rationing of water, the requirements of public health of both cities shall be equally recognized, and the amount of water available for human use and consumption will not be diminished solely in order to continue to supply industrial or commercial customers in or out of either Arkansas City or Texas City.

3. Determination of Amounts of Water Delivered to Texas City. Because of the many existing points of interconnection between the respective water systems of both Arkansas City and Texas City, the parties agree that it is not feasible to measure the amount of water actually delivered by Arkansas City to Texas City from the Initial Project. Accordingly, the periodic payments to be made by Texas City pursuant to Paragraph 5 hereof, for receiving the benefit of potential future access to and use of water from the Initial Project, without regard for the actual amount of water delivered to Texas City from the Initial Project, shall be based upon the same proportion as the amount of water sold by Texas City to its metered customers during any relevant period of time bears to the total amount of metered water sold by both cities during such period of time.

4. Computation of Water Charges. Texas City agrees that for water received by it at any time under this Agreement, subject to Paragraph 5, it shall pay Arkansas City the same amount per 1,000 gallons of water as shall be computed to be the cost to Arkansas City for water used by it from the Initial Project.

5. Payments. It is agreed and understood that Arkansas City will prepare and furnish monthly bills or statements for all amounts collected as being required to be paid or incurred under the provisions of Arkansas City's then current budget requirements pertaining to the Initial Project (supplemented if

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

necessary). In particular, so long as the Issuer's Refunding Bonds, or any interest thereon, remain outstanding and unpaid, regardless of the actual quantity of water delivered from the Initial Project, Texas City will make minimum monthly payments adequate to discharge its pro rata share (determined as provided in Paragraph 3) of the following items:

(a) All amounts required for amortization of the cost of the Initial Project, including amounts represented by the Refunding Bonds (provided, however, that solely for the purpose of calculation of the Texas City's proportionate share of the cost of the Initial Project there shall be excluded from such share a proportion related to the sum of $1,106,800, that being the amount of proceeds of the Prior Bonds used to refund certain outstanding water and sewer revenue refunding bonds of Arkansas City issued in 1976, the cost of such refunding to be borne and amortized separately by Arkansas City under the Sale Agreement out of its water and sewer system revenues, so that at any time Texas City shall not be obligated to pay, with respect to the Refunding Bonds, more than its proportionate share, determined as provided in Paragraph 3, of 95.33% of the aggregate principal amount of the Refunding Bonds), and amounts represented by any Additional Bonds required under the Indenture to provide and complete the Initial Project as planned, including without limitation, payment of all principal, interest, premium, if any, fees and charges of the Trustee and any paying agent or agents, amounts, if any, required to establish, maintain or replenish any reserve, contingency or other funds specified by the Indenture and relating to the Issuer's revenue bonds issued for the purpose of providing and constructing the Initial Project. A true and correct copy of the amortization table reflecting scheduled annual principal and interest requirements with respect to the Refunding Bonds, is attached hereto as Exhibit A and made a part hereof for reference purposes. The parties agree that if any Additional Bonds are issued to provide and complete the Initial Project as planned, a copy of the schedule of annual principal and interest requirements with respect to such Additional Bonds will be affixed to this Agreement at or prior to the time of issuance of such Additional Bonds. Notwithstanding the rendering of monthly bills or statements, as set forth above, if for any reason required or specified under the Indenture, payments of the type or kind specified in this Subparagraph (a) are required to be made at more frequent or different intervals of time, any such payments made under this Subparagraph (a) shall be made in such time and manner as to insure compliance by the Arkansas City and the Issuer with their respective covenants under the Sale Agreement and the Indenture. It is further understood that upon payment and discharge of all indebtedness of the Issuer under the Indenture with respect to revenue bonds issued to refinance

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the Initial Project, the provisions of this Subparagraph (a) shall no longer apply in computation of monthly payments to be made by Texas City.

(b) All amounts for which Arkansas City may be obligated under the Water Supply Contract, after deducting therefrom such future sum as may be obtained by Arkansas City from other users of water supplied through the Initial Project facilities, in partial reimbursement for Arkansas City's obligations to the District under the Water Supply Contract.

(c) All amounts reasonably required for the maintenance, operation and administration of all properties and facilities acquired, constructed and equipped pursuant to the Sale Agreement. The Arkansas City shall keep detailed and accurate accounts reflecting all direct expenses of operation and maintenance, including labor and materials chargeable to the source of supply, power and pumping, purification and transmission. In addition, indirect expenses, including but not limited to insurance, administration and supervision, transportation clearing account, general and administrative expenses including labor and supplies, telephone and telegraph expense, rents and all other overhead expenses, shall be accounted for and properly allocated to the operation and maintenance of the Initial Project facilities.

(d) All amounts reasonably required to pay the Issuer's administration expenses attributable directly to its activities under the Sale Agreement.

The monthly bills or statements to be furnished Texas City shall be prepared so as to be received by Texas City on or before the first day of the month in which such bill or statement shall be payable. Texas City agrees to pay to Arkansas City, at the office of the Texarkana Water Utilities, or such other place where the Arkansas City's water system offices shall be located in the future, on or before the fifteenth day of the month in which such payment is due, the amount specified in the bill or statement rendered as aforesaid, except that if at any time Texas City shall dispute the correctness of the statement so rendered, payment shall be made by Texas City in such amount as it concedes to be correct, but in no event in an amount less than Texas City's average monthly payment for the preceding six calendar months. The disputed portion of any such statement shall thereafter be determined by agreement between the parties, if possible, or by arbitration in the manner prescribed by Paragraph 16. In the absence of any agreement or arbitration, the disputed amount shall be determined by appropriate decree or judgment of a court of competent jurisdiction in the matter. Should Texas City fail to pay the amount of any bill or statement when due, and such amount is valid and proper under this Agreement, interest on such unpaid amounts shall accrue from the time due until paid in

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full, at the rate of six percent (6%) per annum. If Texas City does not receive any bill or statement required or permitted hereunder until after the first day of the month, the time for payment of such bill or statement shall be extended accordingly. Without the express written consent of Texas City, payments to be made by Texas City pursuant to this Agreement shall never be increased by reason of the issuance or sale of Additional Bonds by the Issuer over and above those amounts required to provide for and complete the Initial Project facilities as planned by Arkansas City and approved by Texas City. Further, Arkansas City agrees that it shall not issue and sell Additional Bonds for the purpose of (i) refunding any Additional Bonds or the Refunding Bonds; or (ii) defraying the cost of any additional pumping, transmission, storage, treatment or other facilities for the joint use of both cities (herein called an "Additional Project") unless and until Texas City shall have consented to the issuance and sale of such Additional Bonds, whether by the Issuer, Arkansas City, or other entity or agency. Any consent of Texas City as contemplated by this Paragraph shall be evidenced by resolution of its City Council.

6. Records of Both Cities Open to Inspection. All records and accounts kept by Texas City and Arkansas City pertaining to the operation by each of its water system including but not limited to records of all sales of water, shall be open to inspection during regular business hours by the other City and its accredited representatives.

7. Water Quality. Water to be delivered to Texas City under this Agreement shall be of the same quality as that furnished by Arkansas City to its own consumers and customers, and to this end Arkansas City agrees that the Initial Project and all facilities associated therewith will be operated and maintained in such manner as may be required to assure approval by the Health Department of the State of Arkansas or any other cognizant governmental agency.

8. Water Measurement. As part of its plans regarding construction of the Initial Project, Arkansas City shall provide for or cause the Issuer to provide for the installation, at an appropriate location, of a master meter of standard type for properly measuring the quantity of water delivered for use of the two cities under this Agreement. Arkansas City shall provide access to such metering equipment at all times to Texarkana Water Utilities, or such other jointly operated utility, department or agency as shall in the future perform the functions of managing the water systems of both cities, and all periodic reading, calibration and adjustment of such master metering equipment shall be performed by agents or employees of Texarkana Water Utilities or such other jointly operated department or agency, as aforesaid.

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

9. Term of Agreement. This Agreement and the obligation of Texas City to promptly make all prescribed monthly and other payments specified herein shall continue for the period that any of the Issuer's revenue bonds secured or supported by such payments and issued to finance the Initial Project are outstanding and unpaid. Thereafter, either city shall have the right to an extension of the term of this Agreement beyond its initial term, upon such terms, provisions and conditions as may be agreed upon between them at the time. Determinations of monthly charges to be billed and paid at such time shall be determined as hereinabove provided for the initial term, in Paragraph 5, except that no payment shall be made in respect of the costs and items specified in Subparagraph 5(a).

10. Texarkana Water Utilities to be Representative. The parties agree and acknowledge that the separate water and sewer system of each is currently operated and managed by Texarkana Water Utilities, under joint operating arrangements previously approved by both cities. The parties hereby confirm and approve the continued joint operation of their respective water and sewer systems by Texarkana Water Utilities. So long as Texarkana Water Utilities continues to operate and manage the water system of Arkansas City, performance by Texarkana Water Utilities of any duties, responsibilities or obligations of Arkansas City hereunder shall be complete and sufficient performance of Arkansas City.

11. Payment of Taxes. Arkansas City agrees that, unless required by law to do so, it will not impose or attempt to impose ad valorem property taxes on the Initial Project or any Additional Project provided or constructed by or on behalf of the Issuer, payment for which is to be made in part by Texas City pursuant to Paragraph 5 hereof. In the event any sales, use or other gross receipts taxes, or taxes of similar nature, are hereafter imposed by any taxing authority upon the use or consumption of water delivered or to be delivered under this Agreement, the amount of such taxes shall be borne and paid for by the city upon which such taxes are imposed, if such taxes are separately imposed. If such taxes shall be imposed with regard to water furnished from the Initial Project and served to both cities collectively, each city shall pay its pro rata share of such taxes, determined in the manner provided in Paragraph 3 hereof.

12. Regulatory Compliance. This Agreement and the obligations of the parties hereunder shall be subject to all valid rules, regulations and laws applicable thereto, as duly promulgated by the State of Arkansas, the State of Texas, the United States of America, or any other governmental body or agency having lawful jurisdiction, or any authorized representative or agency of any of them.

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

13. Cities to Fix Adequate Rates. (a) Texas City represents and warrants that all payments to be made by it hereunder shall be made from surplus net revenues of its water and sewer system, after payment or provision for expenses of operation and maintenance of said water and sewer system, and all payments required to be made in respect of any revenue bonds of Texas City secured by a first lien or pledge on the net revenues of said water and sewer system, and Texas City hereby pledges such surplus net revenues to the payment of its obligations hereunder.

(b) Texas City further agrees to fix, establish, maintain and collect such rates, fees and charges for the sale of water and use or service of its water and sewer system, as now in existence or hereafter extended or improved, as will, in combination with any other funds legally available and reasonably assured for the purpose, yield surplus net revenues of its water and sewer system, after payment of all expenses of operation and maintenance thereof, and payment of all amounts required under any first lien water and sewer revenue bonds of Texas City, equal to at least 125% of Texas City's proportionate obligation with respect to the annual debt service requirements of the Refunding Bonds and certain Additional Bonds, as provided in Paragraph 5(a).

(c) Arkansas City agrees to fix, establish, maintain and collect rates, fees and charges with respect to its water and sewer system in such amounts and at such times to comply with Arkansas City's covenants with the Issuer under the Sale Agreement, which covenants Arkansas City represents and warrants to be at least equal to those of Texas City set forth above.

14. Pledge of Contract Proceeds. It is recognized that the proceeds of this Agreement are to be pledged by Arkansas City under the Sale Agreement, to secure in part Arkansas City's obligations to the Issuer, and, in turn, that the Issuer will pledge its rights under the Sale Agreement, including Arkansas City's right to receive the proceeds of this Agreement, to the Trustee under the Indenture, to secure payment of the Refunding Bonds. In this regard, Texas City agrees that the Issuer or the Trustee may enforce any obligations owed Arkansas City by Texas City should Arkansas City for any reason fail to pursue appropriate remedies against Texas City for the enforcement of the payments which are to be derived from this Agreement for the payment of the Issuer's indebtedness.

15. Force Majeure. Neither Arkansas City nor Texas City shall be liable in damages to the other for any act, omission, or circumstance occasioned by or in consequence of any acts of God, strikes, lockouts, acts of the public enemy, wars, blockades, revolutions, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, walkouts, arrests and

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

resistance of rulers and peoples, civil disturbances, explosions, breakage or accident to machinery or pipelines, temporary failure of water supply, the binding order of any court or governmental authority which has been resisted in good faith by all reasonable legal means, and any other cause, whether of the kind enumerated or otherwise not within control of the party affected and which, by the exercise of due diligence, such party is unable to prevent or overcome. Such causes or contingencies affecting the performance of this Agreement by either party, however, shall not relieve it of liability in the event of its concurring negligence, or in the event of its failure to use due diligence to remedy the situtation and remove the cause in an adequate manner and with all reasonable dispatch, nor shall any of such causes or contingencies affecting the performance of this Agreement relieve either party from its obligation to make payments of amounts due hereunder in the time and manner required to assure timely payment of the Issuer's revenue bonds secured in part hereby.

16. Arbitration of Disputes. In the event that any dispute shall arise as to any amounts due hereunder, or the carrying out of any of the rights, duties, or obligations arising out of this Agreement, such dispute shall be settled by arbitration, and to that end each city shall select a disinterested representative who shall be either a qualified registered engineer or certified public accountant experienced in waterworks accounting matters and the two thus selected shall choose a third person similarly qualified and the three so selected shall constitute an arbitration board to make investigation and to fix the amount so payable, or otherwise determine the matter in dispute, which determination shall be binding on both Arkansas City and Texas City. The cost of each arbitration shall be borne equally by the two cities.

17. Title to Water. Title to all water to be supplied under this Agreement shall remain in Arkansas City to the point of delivery to Texas City, at which point title to water delivered to Texas City shall pass to Texas City. Each party agrees to save and hold the other harmless from all claims, demands and causes of action which may be asserted by any person on account of the transportation, delivery or disposal of water delivered under this Agreement after title has passed to such party.

18. Future Interest of Texas City in Initial Project. It is agreed by Arkansas City that at such time as all Refunding Bonds or any Additional Bonds issued in connection with the acquisition and construction of the Initial Project by the Issuer shall have been fully paid and discharged, Arkansas City will, upon Texas City's request, convey to Texas City an undivided interest in the treatment plant, distribution lines

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

and other facilities, if any, used to serve Texas City under this Agreement, such interest to be determined by the percentage that the amount paid by Texas City under Paragraph 5(a) hereof bears to the total amount paid to retire bonds issued to finance the Initial Project and any Additional Project serving Arkansas City and Texas City jointly. Texas City's undivided interest in the facilities serving it, as above described, shall be that proportion of Arkansas City's interest in such facilities that Texas City's payments, as above described, bear to Texas City's future interests, it being understood that such interests shall be confined to those facilities aforementioned which are used in serving Texas City. It is further agreed that the Initial Project and any Additional Project serving Texas City shall never be sold to any third party without the consent of Texas City expressed by ordinance or resolution of its City Council, and that should such facilities ever be sold, Texas City shall be paid a percentage of the proceeds received upon sale, derived in the same manner as aforementioned with regard to determination of Texas City's interest in such facilities.

19. Reaffirmation of 1969 Water Supply Agreement. The parties hereby reaffirm their mutual understanding that the 1969 Water Agreement shall remain in full force and effect as to all of its provisions, and shall not be considered amended, modified or superceded in any respect by virtue of the agreements of the parties evidenced under the provisions hereof.

20. Notice. Any notice, request, demand, statement, bill or other document provided for in this Agreement shall be in writing and shall be considered to have been duly delivered when sent by registered mail, if to Arkansas City, addressed to the City Manager, City Hall, Texarkana, Arkansas, or if to Texas City, addressed to the City Manager, City Hall, Texarkana, Texas; provided, however, that routine communications may be sent by ordinary mail, postage prepaid to the addresses indicated above, or, upon the filing of an appropriate written notice specifying some other individual or address to whom communications thereafter are to be addressed, to such other address.

21. Severability. The parties agree that if any provision of this Agreement contravenes or is held invalid or unenforceable under any law, the same shall not invalidate the entire Agreement, but it shall be construed as though not containing the unenforceable or invalid provision, and the rights and obligations of the parties shall be construed and continued in force accordingly.

22. Approval of Financing Documents; Modifications. Texas City acknowledges that it has received true and correct copies of the Indenture and the Sale Agreement, and further, that the execution and delivery of this Agreement by Texas City shall be

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

conclusively deemed to be approval and consent of Texas City to the terms and provisions therein relating to the refunding of the Prior Bonds and operation of the Initial Project. Upon execution and delivery of this Agreement, the 1982 Water Agreement shall be amended, restated and replaced in its entirety by this Agreement. This Agreement shall not be further amended or modified except by an instrument in writing, executed by both parties, duly authorized thereunto by their respective governing bodies and, so long as the Refunding Bonds or any Additional Bonds remain outstanding and unpaid, upon the express written consent of the Issuer and the Trustee in the manner and under the circumstances provided in Article XIII of the Indenture regarding amendment of the Sale Agreement.

IN WITNESS WHEREOF, the City of Texarkana, Arkansas, pursuant to resolution or ordinance duly and properly adopted by its Board of Directors, has caused this Agreement to executed in its behalf by its Mayor and City Manager, and attested by its City Clerk and its corporate seal to be impressed hereon, and the City of Texarkana, Texas, pursuant to resolution or ordinance duly and properly adopted by its City Council, has caused this Agreement to be executed in its behalf by its Mayor and City Manager and attested by its City Secretary and its corporate seal to be impressed hereon, all as of the date first hereinabove written.

CITY OF TEXARKANA, ARKANSAS

By: _____
Roger C. Ford, City Manager

ATTEST:

_____
Sandra Powell, City Clerk

By: _____
Bobby Ferguson, Mayor

CITY OF TEXARKANA, TEXAS

By: _____
Russ Crider, City Manager

ATTEST:

_____
Christie Hardin, City Secretary

By: _____
Durwood Swanger, Mayor

Attachment: 2025-090 ATTH 01 1985 Amended and Restated (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

	Series 1982 Bond Payments		Series 1985 Bond Payments		Series 1987 Bond Payments		Series 1997 Bond Payments		Series 2007 Bond Payments				
	AR	TX	AR	TX	AR	TX	AR	TX	AR	TX	Total AR	Total TX	Total
1983	705,279.00	872,173.00									705,279.00	872,173.00	1,577,452.00
1984	891,920.00	1,154,769.00									891,920.00	1,154,769.00	2,046,689.00
1985	953,657.00	1,231,624.00									953,657.00	1,231,624.00	2,185,281.00
1986	157,979.00	210,271.00	635,843.00	874,073.00							793,822.00	1,084,344.00	1,878,166.00
1987			654,100.00	945,300.00	629,024.00	909,215.00					1,283,124.00	1,854,515.00	3,137,639.00
1988			124,749.00	178,530.00	683,573.00	692,710.00					808,322.00	871,240.00	1,679,562.00
1989			123,828.00	177,238.00	563,280.00	813,723.00					687,108.00	990,961.00	1,678,069.00
1990			122,436.00	176,918.00	564,673.00	812,579.00					687,109.00	989,497.00	1,676,606.00
1991			121,506.00	174,779.00	564,571.00	812,431.00					686,077.00	987,210.00	1,673,287.00
1992			121,411.00	175,437.00	564,276.00	812,006.00					685,687.00	987,443.00	1,673,130.00
1993			120,981.00	174,817.00	563,780.00	811,292.00					684,761.00	986,109.00	1,670,870.00
1994			115,892.00	177,168.00	563,074.00	810,278.00					678,966.00	987,446.00	1,666,412.00
1995			121,170.00	172,521.00	567,845.00	808,320.00					689,015.00	980,841.00	1,669,856.00
1996			513.00	14,472.00	686,360.00	991,705.00					686,873.00	1,006,177.00	1,693,050.00
1997					687,613.00	993,307.00	92,052.00	-			779,665.00	993,307.00	1,772,972.00
1998					234,239.00	338,391.00	360,432.00	605,345.00			594,671.00	943,736.00	1,538,407.00
1999					233,372.00	336,938.00	318,264.00	629,545.00			551,636.00	966,483.00	1,518,119.00
2000							690,615.00	827,033.00			690,615.00	827,033.00	1,517,648.00
2001							800,192.00	716,182.00			800,192.00	716,182.00	1,516,374.00
2002							631,998.00	881,388.00			631,998.00	881,388.00	1,513,386.00
2003							597,203.00	921,076.00			597,203.00	921,076.00	1,518,279.00
2004							602,503.00	913,013.00			602,503.00	913,013.00	1,515,516.00
2005							599,087.00	921,174.00			599,087.00	921,174.00	1,520,261.00
2006							619,805.00	897,581.00			619,805.00	897,581.00	1,517,386.00
2007							928,195.00	588,899.00	63,316.00	99,079.00	991,511.00	687,978.00	1,679,489.00
2008									284,402.76	437,106.00	284,402.76	437,106.00	721,508.76
2009									320,053.76	402,255.00	320,053.76	402,255.00	722,308.76
2010									281,237.76	436,271.00	281,237.76	436,271.00	717,508.76
2011									296,450.76	425,858.00	296,450.76	425,858.00	722,308.76
2012									281,229.76	440,079.00	281,229.76	440,079.00	721,308.76
2013									303,147.76	416,561.00	303,147.76	416,561.00	719,708.76
2014									301,902.56	415,606.20	301,902.56	415,606.20	717,508.76
2015									302,973.76	416,735.00	302,973.76	416,735.00	719,708.76
2016									303,601.76	417,507.00	303,601.76	417,507.00	721,108.76
2017									303,892.76	417,816.00	303,892.76	417,816.00	721,708.76
2018									290,135.76	431,373.00	290,135.76	431,373.00	721,508.76
2019									303,464.76	417,044.00	303,464.76	417,044.00	720,508.76
2020									302,503.76	416,205.00	302,503.76	416,205.00	718,708.76
2021									303,577.76	417,531.00	303,577.76	417,531.00	721,108.76
2022									304,091.76	418,122.00	304,091.76	418,122.00	722,213.76
2023									304,194.26	418,112.00	304,194.26	418,112.00	722,306.26
2024									303,730.26	417,336.00	303,730.26	417,336.00	721,066.26
2025									302,589.12	416,045.88	302,589.12	416,045.88	718,635.00
	2,708,835.00	**3,468,837.00**	**2,262,429.00**	**3,241,253.00**	**7,105,680.00**	**9,942,895.00**	**6,240,346.00**	**7,901,236.00**	**5,456,496.84**	**7,676,642.08**	**23,773,786.84**	**32,230,863.08**	**56,004,649.92**
	43.85%	56.15%	41.11%	58.89%	41.68%	58.32%	44.13%	55.87%	41.55%	58.45%	**42.45%**	**57.55%**	

Attachment: 2025-090 ATTH 02 MW Bond FINAL 06 02 2025 (4532 : 2025-090 RES Millwood system

City of Texarkana, Texas

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

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

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

Attachment: 2025-090 Goals & Perspectives (4532 : 2025-090 RES Millwood system agreement extension [joint resolution])

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 7/9/2025 2:53 PM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-091 rezoning Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive (Ward 6) from Single Family-1 to Planned Development-Neighborhood Service. Aaron Gaylor, owner.		

Briefing: 7/14/2025 **Public Hearing:** 7/14/2025 **Council Vote:** 7/14/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Aaron Gaylor, owner, to rezone on Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive from Single Family-1 to Neighborhood Service. The property is currently a vacant lot.

The Future Land Use Map has designated this property as “Mixed Use Development”.

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

Staff recommend approval of this request.

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

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended to rezone by placing a Planned Development on this request.

Advisory Board/Committee Meeting Date and Minutes:

June 2, 2025

Attachments

a. 2025-091 ORD Rezoning 3412 Galleria Oaks Drive (DOCX)
b. 2025-091 EXH 'A' (Legal Description) (PDF)
c. 2025-091 ATTH 01 (Maps) (PDF)
d. 2025-091 ATTH 02 (Elevations) (PDF)
e. 2025-091 Goals & Perspectives (DOCX)
f. 2025-091 ORD rez 3412 Galleria Oaks signed (PDF)

Staff Coordination

Building Code Administration		Mashell Daniel	Department Head Review	Completed 06/03/2025 4:30 PM
Building Code Administration		Mashell Daniel	Reviewer	Completed 06/03/2025 4:30 PM
Public Works Department		Dusty Henslee	Reviewer	Completed 06/04/2025 10:03 AM
City Manager	David Orr	Reviewer	Completed	06/05/2025 7:53 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

Z-25-6

ORDINANCE NO. 2025-091

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 2, MARTHA S. PACE SUBDIVISION, LOCATED AT 3412 GALLERIA OAKS DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-1 TO PLANNED DEVELOPMENT-NEIGHBORHOOD SERVICE; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive,** in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Planned Development-Neighborhood Service**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from Single Family-1 to Planned Development-Neighborhood Service on Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicants agreed to amend the application from **Single Family-1 to Planned Development-Neighborhood Service**; and

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

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone on **Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive** in the City of Texarkana,

Attachment: 2025-091 ORD Rezoning 3412 Galleria Oaks Drive (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

Bowie County, Texas, from **Single Family-1 to Planned Development-Neighborhood Service.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2025-091 ORD Rezoning 3412 Galleria Oaks Drive (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

date and the time stamped hereon by me, and was duly RECORDED in the Records of Bowie County, Texas.

2019-00007768 PLAT
07/26/2019 02:47:42 PM Total Fees: $71.00

Tina Petty, County Clerk
Bowie County, Texas

PROPERTY DESCRIPTION:

All that certain tract or parcel of land being a part of the GEORGE BRINLEE HEADRIGHT SURVEY, Abstract No. 18, Bowie County, Texas, and being all of Tract 1 (called 3.00 acres) as conveyed to Martha S. Pace, Trustee of the Martha S. Pace Trust by Warranty Deed recorded in Volume 3822, Page 305 of the Real Property Records of Bowie County, Texas, and the subject tract of land being more particularly described by metes and bounds as follows:

Commencing at a point in the South right-of-way line of Moore's Lane and in the East boundary line of the George Brinlee Headright Survey, said point being located S 01°10'00" E, 72.90 feet from the Northeast corner of said Brinlee Headright Survey;
THENCE: S 75°36'00" W, 104.94 feet with the South right-of-way line of Moore's Lane to a point for corner;
THENCE: N 89°33'00" W, 560.35 feet with the South right-of-way line of Moore's Lane to a ½" iron pin set for corner at the Northeast corner of said called 3.00 acre tract and the Northwest corner of a certain 8.00 acre tract of land as conveyed to Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints by Warranty Deed recorded in Volume 422, Page 250 of the Deed Records of Bowie County, Texas, and being the Point of Beginning for the herein described tract of land;
THENCE: S 01°10'00" E, 861.99 feet with the East line of said called 3.00 acre tract and the West line of said 8.00 acre tract to a ½" iron pin set for corner on the North line of Galleria Oaks Drive, said corner being the Southeast corner of said called 3.00 acre tract and the Southwest corner of said 8.00 acre tract;
THENCE: S 88°46'00" W, 151.09 feet with the South line of said called 3.00 acre tract of land and the North line of Galleria Oaks Drive to a 1" iron pipe found for corner at the Southwest corner of said called 3.00 acre tract and the Southeast corner of Lot No. 13 of Ames Acres;
THENCE: N 01°10'00" W, 866.43 feet with the West line of said called 3.00 acre tract and the East line of Ames Acres to a 1" iron pipe found for corner at the Northwest corner of said called 3.00 acre tract and the Northeast corner of Lot No. 17 of Ames Acres, said corner being located on the South right-of-way line of Moore's Lane;
THENCE: S 89°33'00" E, 151.15 feet with the North line of said called 3.00 acre tract and the South right-of-way line of Moore's Lane to the Point of Beginning and containing 2.998 acres of land, more or less.

CERTIFICATE OF SURVEYOR

I, Johnny E. Plunk, Jr., do hereby certify that I am a Registered Professional Land Surveyor in the State of Texas, and that the plat of the hereon described property correctly reflects the results of a survey by me and that the corner monuments are in place and/or will be placed at the points on the boundary of the subdivision as shown on the plat of same, and that the survey substantially complies with the current Texas Society of Professional Surveyors standards and specifications. The subdivision is to be known as MARTHA S. PACE SUBDIVISION, a part of the George Brinlee Headright Survey, Abstract No. 18, Bowie County, Texas.

JOHNNY E. PLUNK, JR.
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS NO. 5080

STATE OF TEXAS
REGISTERED
JOHNNY E. PLUNK, JR.
5080
PROFESSIONAL
LAND SURVEYOR

CERTIFICATE OF DEDICATION BY OWNERS

The Martha S. Pace Trust, being the owner of the hereon described and platted tract of land, have caused the same to be surveyed, platted and subdivided as shown hereon and which Subdivision shall be known as MARTHA S. PACE SUBDIVISION, a part of the George Brinlee Headright Survey, Abstract No. 18, Bowie County, Texas, and by these presents, the undersigned hereby dedicates to the public in fee simple, the streets and/or easements shown on this plat for the purposes shown hereon.

Joel S. Pace, Trustee for the Martha S. Pace Trust

NOTARY ACKNOWLEDGMENT

Before me, the undersigned, a Notary Public in and for said County and State, on this day personally appeared Joel S. Pace, known to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she does hereby execute the same for the purpose and consideration hereon expressed.

GIVE UNDER MY HAND AND SEAL OF OFFICE as Notary Public, on this 11th day of July, 2019.

Notary Public

My Commission Expires: _____

AMY M. JONES
Notary Public, State of Texas
Comm. Expires 02-15-2021
Notary ID 131003607

CERTIFICATE OF APPROVAL BY PLANNING DEPARTMENT

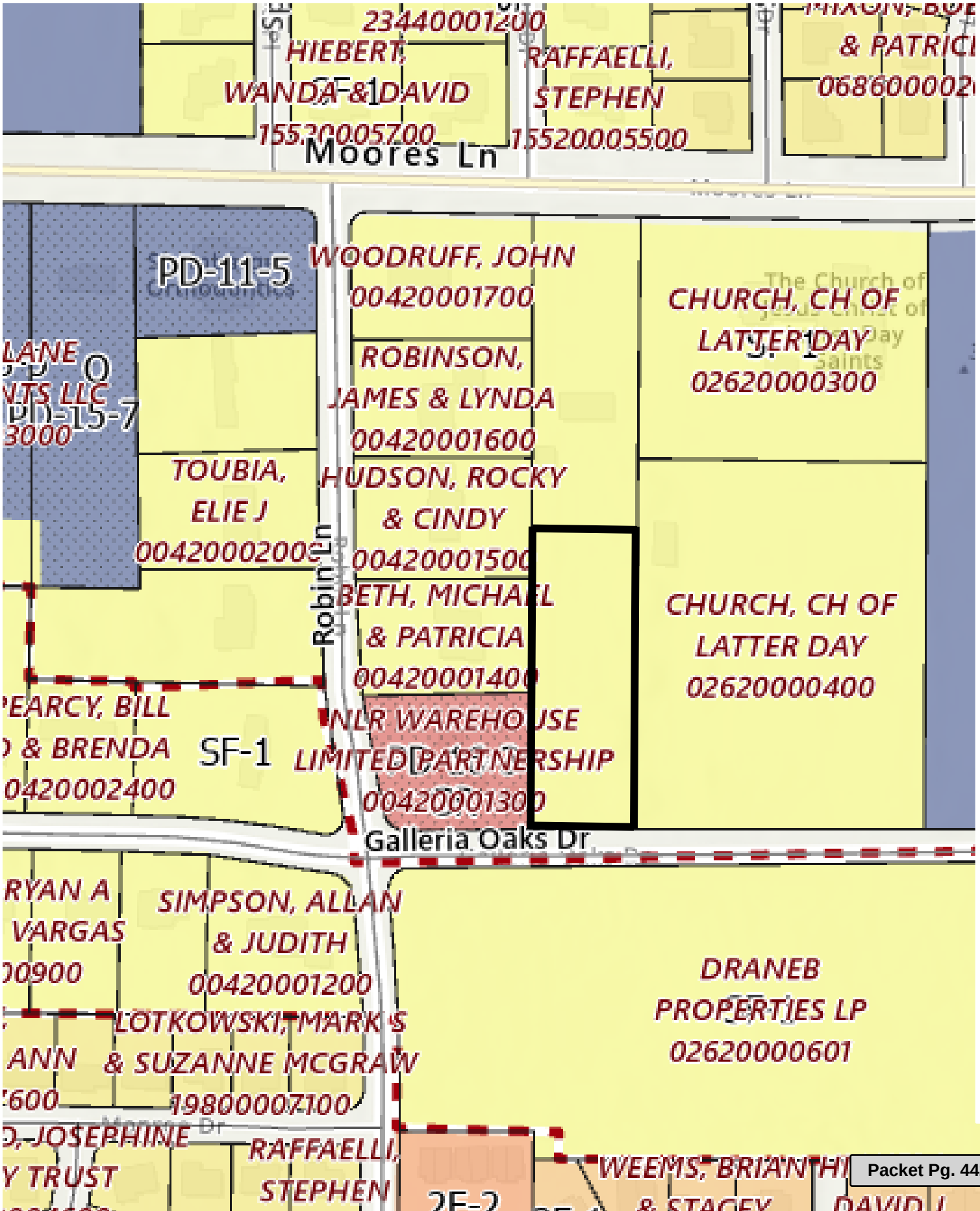
We, the undersigned, do hereby certify that the plat of MARTHA S. PACE SUBDIVISION, a part of the George Brinlee Headright Survey, Abstract No. 18, Bowie County, Texas, together with the OWNERS' CERTIFICATE and the SURVEYOR'S CERTIFICATE on the same, was presented to the Planning Department of the City of Texarkana, Bowie County, Texas, for it's approval and that said plat, OWNER'S CERTIFICATE and SURVEYOR'S CERTIFICATE being found to conform to the platting requirements in all respects are in all things approved on the 18th day of July, 2019.

The certificate of approval by the Planning Commission shall be null and void should this plat not be properly recorded within 121 days of approval.

PLANNING DEPARTMENT/Director of Public Works

Attachment: 2025-091 EXH 'A' (Legal Description) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

3412 Galleria Oaks



Attachment: 2025-091 ATTH 01 (Maps) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

2025-091 ATTH 01
Z-25-6

3412 Galleria Oaks



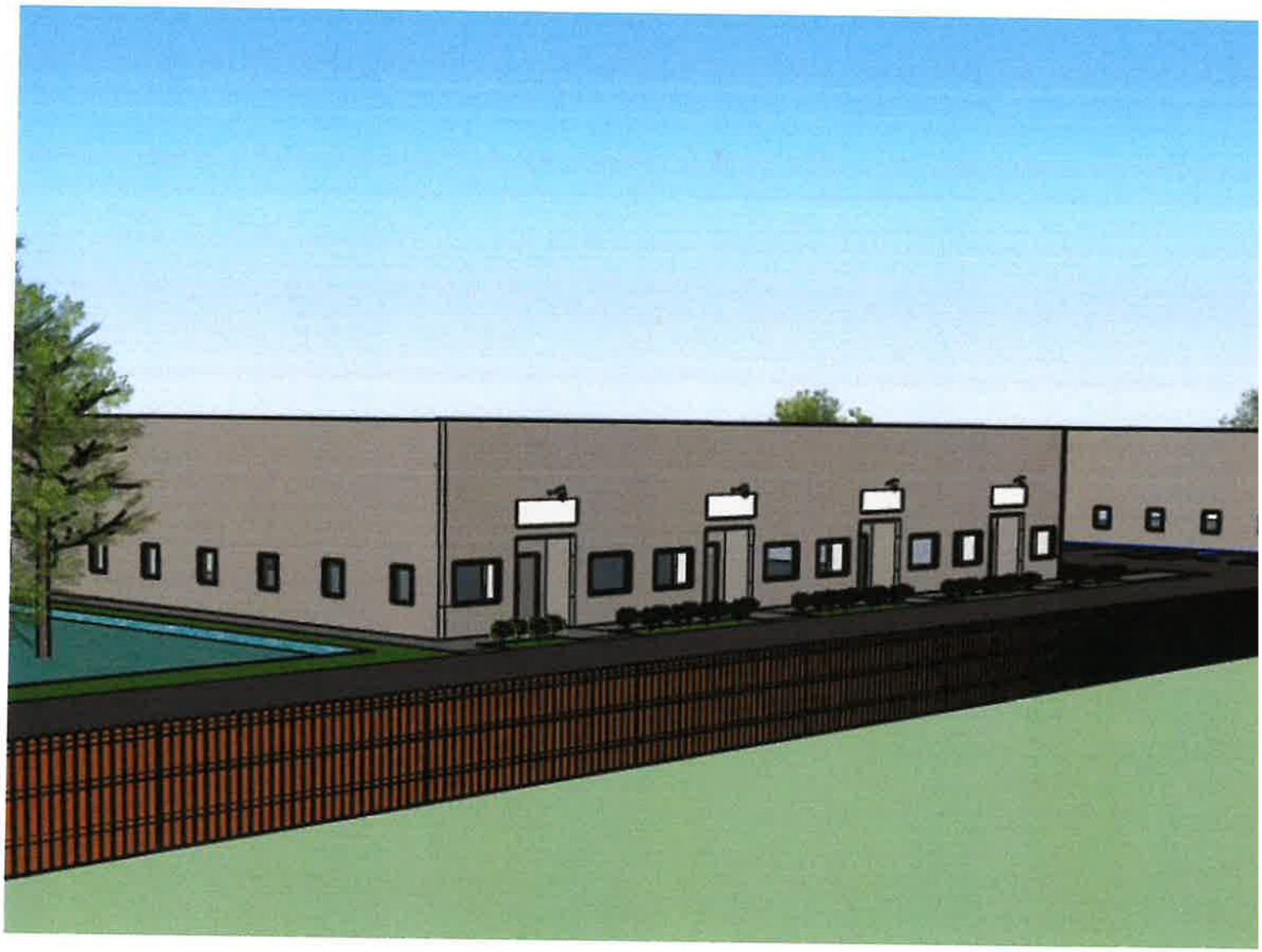
Attachment: 2025-091 ATTH 01 (Maps) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)



Attachment: 2025-091 ATTH 02 (Elevations) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)



Attachment: 2025-091 ATTH 02 (Elevations) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)



Attachment: 2025-091 ATTH 02 (Elevations) (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 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:	

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

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

Attachment: 2025-091 Goals & Perspectives (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

Z-25-6

ORDINANCE NO. 2025-091

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 2, MARTHA S. PACE SUBDIVISION, LOCATED AT 3412 GALLERIA OAKS DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-1 TO PLANNED DEVELOPMENT-NEIGHBORHOOD SERVICE; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive,** in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Planned Development-Neighborhood Service**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from Single Family-1 to Planned Development-Neighborhood Service on Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicants agreed to amend the application from **Single Family-1 to Planned Development-Neighborhood Service**; and

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

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone on **Lot 2, Martha S. Pace Subdivision, located at 3412 Galleria Oaks Drive** in the City of Texarkana,

Attachment: 2025-091 ORD rez 3412 Galleria Oaks signed (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

Bowie County, Texas, from **Single Family-1 to Planned Development-Neighborhood Service.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:40 p.m.

Attachment: 2025-091 ORD rez 3412 Galleria Oaks signed (4530 : 2025-091 ORD rezoning SF-1 to NS 3412 Galleria Oaks)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/3/2025 5:08 PM

Lead Department: Planning & Zoning Commission
Action Officer: Laura Puckett, Zoning Administrator

Subject: Ordinance No. 2025-092 rezoning on an approximate 6.11-acre tract of land (being Tract 2), F.W. Schifflin HRS, A-928, located at 5825 Pleasant Grove Road (Ward 5) from Single Family-1 to Single Family-2. Andy Rayburn, owner, and Brad Meador, 2B Builders, agent. (A 3/4 vote will be required by the City Council to approve this request).

Briefing: 7/14/2025 **Public Hearing:** 7/14/2025 **Council Vote:** 7/14/2025

Item Schedule

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

Updates/History of Briefing:

The application for rezoning from Single Family-1 to Single Family-2 was denied by the Planning and Zoning Commission due to the increased density by the smaller lot sizes being non-conforming to the area. Planning and Zoning Commission recommended that the developer move forward with the existing SF-1 zoning for the continuity of the neighborhood.

Therefore, a 3/4 vote will be required by City Council to approve this request.

Executive Summary and Background Information:

This is a request by Andy Rayburn, owner, and Brad Meadors, 2B Builders, agent, to rezone on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928, located at 5825 Pleasant Grove Road from Single Family-1 to Single Family-2.

The Future Land Use Map has designated this property as “Suburban Residential”.

The adjacent zoning is Single Family-1 to the north, east and west and outside the city limits to the south. The adjacent land use is residences to the north, east and west, and outside the city limits residence to the south.

Staff recommend for approval of this request.

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

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

Potential Options:

Denied

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously denied this application for zoning change.

Advisory Board/Committee Meeting Date and Minutes:

June 2, 2025

Attachments

a. 2025-092 ORD denying rezoning 5825 Pleasant Grove Road (DOCX)
b. 2025-092 EXH 'A' (Legal Description) (PDF)
c. 2025-092 ATTH 01 (Maps) (PDF)
d. 2025-092 ATTH 02 (Site plan) (PDF)
e. 2025-092 ATTH 03 (Letter of Opposition) (PDF)
f. 2025-092 Goals & Perspectives (DOCX)
g. 2025-092 ORD rez 5825 PG Rd signed (PDF)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Completed	06/03/2025 4:30 PM
Public Works Department	Dusty Henslee	Reviewer	Completed	06/04/2025 10:04 AM
City Manager	David Orr	Reviewer	Completed	06/05/2025 7:53 AM
City Council	Jennifer Evans	Meeting	Completed	06/09/2025 6:00 PM

Meeting History

Z-25-10

ORDINANCE NO. 2025-092

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 6.11-ACRE TRACT OF LAND (BEING TRACT 2) F.W SCHIFFLIN HRS, A-928, LOCATED AT 5825 PLEASANT GROVE ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-1 TO SINGLE FAMILY-2; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to **rezone on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'), located at 5825 Pleasant Grove Road,** in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-2**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for denial of the application for rezoning from Single Family-1 to Single Family-2 on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'), located at 5825 Pleasant Grove Road** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Single Family-1 to Single Family-2**; and

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

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'),**

Attachment: 2025-092 ORD denying rezoning 5825 Pleasant Grove Road (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

located at 5825 Pleasant Grove Road in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-2.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-092 ORD denying rezoning 5825 Pleasant Grove Road (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

2024-00003119 DEED Total Pages: 2

EXECUTOR'S DEED

DATE: April 3, 2024

GRANTOR: Charles Andrew Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased

GRANTOR'S MAILING ADDRESS: 7125 FM 559, Texarkana, Texas 75503

GRANTEE: Charles Andrew Rayburn, Individually

GRANTEE'S MAILING ADDRESS: 7125 FM 559, Texarkana, Texas 75503

CONSIDERATION: Pursuant to Letters Testamentary issued to said Charles Andrew Rayburn in Cause No. 43877 in the County Court of Bowie County, Texas, styled "In the Estate of Lois Rayburn, Deceased."

PROPERTY: In the County of Bowie and the State of Texas, to-wit:

A part of Section 14, M.E.P. & P. Ry. Co. Survey, and described as follows:
Commencing at the Northwest corner of the South 3/4ths of the SW 1/4th of said Section 14, M.E.P. & P. Ry. Co. Survey: THENCE S. 89 degs. 43 min. E. 2388.27 ft. along the NBL of the South 3/4ths of the SW 1/4th of said Section 14 to an iron pipe in the West right-of-way line of Farm-to-Mark Road No. 2878;
THENCE S. 01 deg. 20 min. W. with the West right-of-way line of said FM road 1127.86 ft. to an iron pipe, the place of beginning;
THENCE S. 01 deg. 20 mins. W. with such West right-of-way line 208.7 ft. to an iron pipe;
THENCE N. 88 deg. 40 mins. W. 208.7 ft. to an iron pipe;
THENCE N. 01 deg. 20 mins. E. 208.7 ft. to an iron pipe;
THENCE S. 88 deg. 40 mins. E. 208.7 ft. to the place of beginning, and containing one acre of land, more or less.

Grantor for the consideration grants, sells, and conveys to Grantee all of the interest of the Estate of Lois Rayburn, deceased, in the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Said Grantor, as Independent Executor of the Estate of Lois Rayburn, deceased, binds the heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns

Unofficial Copy

Attachment: 2025-092 EXH 'A' (Legal Description) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, through, or under said Estate.

Charles Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased

ACKNOWLEDGMENT

STATE OF TEXAS }
COUNTY OF BOWIE }

This instrument was acknowledged before me on the 3 day of April, 2024, by Charles Andrew Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased.

Notary Public, State of Texas

DIANNE ICENHOWER
NOTARY PUBLIC
STATE OF TEXAS
ID # 439087-6
My Comm. Expires 11-12-2024

PREPARED BY:

FRIEDMAN LAW OFFICE
200 W. BROAD STREET
TEXARKANA, TX 75501

THE STATE OF TEXAS

COUNTY OF BOWIE

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Bowie County, Texas.

2024-00003119 DEED
04/04/2024 03:43:38 PM Total Fees: $29.00

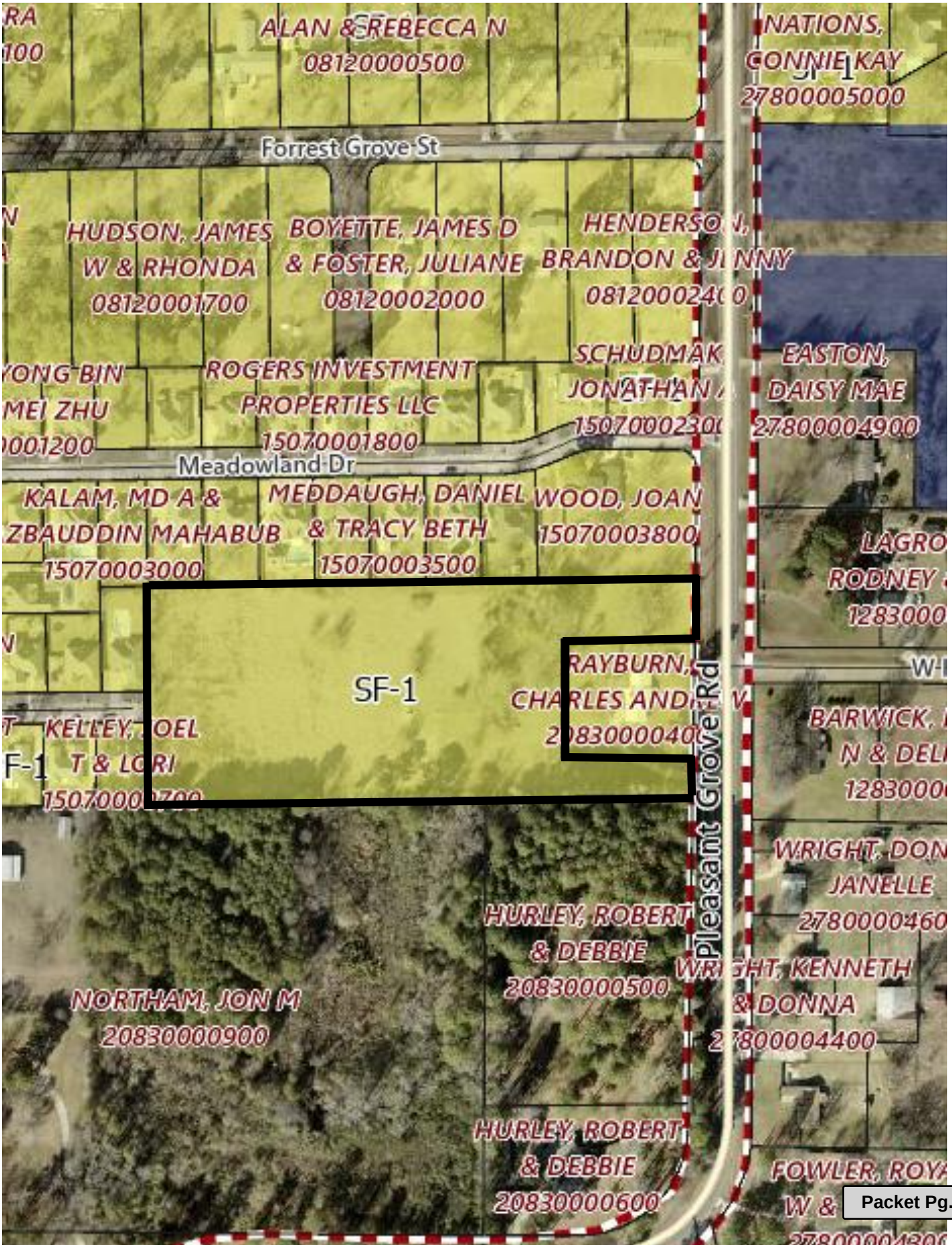
Tina Petty, County Clerk
Bowie County, Texas

Unofficial Copy

Attachment: 2025-092 EXH 'A' (Legal Description) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

2025-092 ATTH 01
Z-25-10

5825 Pleasant Grove Road



Attachment: 2025-092 ATTH 01 (Maps) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

2025-092 ATTH 01
Z-25-10

5825 Pleasant Grove Road



Attachment: 2025-092 ATTH 01 (Maps) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

MTG

PROPOSED PROPERTY
TEXARKANA, TEXAS

0 50 100 200 Fee



Document Path: X:\2024 Projects\2024 New Projects\Sunny St Proposed Property\Proposed Property.mxd

Attachment: 2025-092 ATTH 02 (Site plan) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant

2025-092 ATTH 03

TEX-Puckett, Laura

From: Garrett B. <mopar_man440@yahoo.com>
Sent: Monday, June 2, 2025 4:06 PM
To: TEX-Puckett, Laura
Subject: Opposition to rezoning on Sunny st.

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

My name is Garrett Baker and I live at 5905 Sunny St., directly west from where the proposed change are being planned. I would like to voice my opposition to the rezoning of the near by area from SF-1 to any other zoning type *unless* the road would fully attach to Pleasant Groove Rd..
As it is now all traffic has to go through Meadowland Dr. or Turtle Creek Dr. which is already has a lot of traffic due to it being the connecting backbone to a lot of the sounding neighborhoods. Meadowland also already has some road issues and kids that ride the bus down my section of Sunny have to go to the intersection of Sunny and Meadowland to board the bus.

Along with the traffic, the unknown land/house value changes make me and my wife oppose this change. Thank you for your time and consideration on this issue.

-Garrett Baker
-5909 Sunny St.

Attachment: 2025-092 ATTH 03 (Letter of Opposition) (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

City of Texarkana, Texas

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

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

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

Attachment: 2025-092 Goals & Perspectives (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

Z-25-10

ORDINANCE NO. 2025-092

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 6.11-ACRE TRACT OF LAND (BEING TRACT 2) F.W SCHIFFLIN HRS, A-928, LOCATED AT 5825 PLEASANT GROVE ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-1 TO SINGLE FAMILY-2; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to **rezone on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'), located at 5825 Pleasant Grove Road,** in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-2**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for denial of the application for rezoning from Single Family-1 to Single Family-2 on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'), located at 5825 Pleasant Grove Road** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Single Family-1 to Single Family-2**; and

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

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on an approximate 6.11-acre tract of land (being Tract 2) F.W Schifflin HRS, A-928 (EXH 'A'),**

Attachment: 2025-092 ORD rez 5825 PG Rd signed (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

located at 5825 Pleasant Grove Road in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-2.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th day of July, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

7:04 p.m.

Attachment: 2025-092 ORD rez 5825 PG Rd signed (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

2024-00003119 DEED Total Pages: 2

EXECUTOR'S DEED

DATE: April 3, 2024

GRANTOR: Charles Andrew Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased

GRANTOR'S MAILING ADDRESS: 7125 FM 559, Texarkana, Texas 75503

GRANTEE: Charles Andrew Rayburn, Individually

GRANTEE'S MAILING ADDRESS: 7125 FM 559, Texarkana, Texas 75503

CONSIDERATION: Pursuant to Letters Testamentary issued to said Charles Andrew Rayburn in Cause No. 43877 in the County Court of Bowie County, Texas, styled "In the Estate of Lois Rayburn, Deceased."

PROPERTY: In the County of Bowie and the State of Texas, to-wit:

A part of Section 14, M.E.P. & P. Ry. Co. Survey, and described as follows:
Commencing at the Northwest corner of the South 3/4ths of the SW 1/4th of said Section 14, M.E.P. & P. Ry. Co. Survey: THENCE S. 89 degs. 43 min. E. 2388.27 ft. along the NBL of the South 3/4ths of the SW 1/4th of said Section 14 to an iron pipe in the West right-of-way line of Farm-to-Mark Road No. 2878;
THENCE S. 01 deg. 20 min. W. with the West right-of-way line of said FM road 1127.86 ft. to an iron pipe, the place of beginning;
THENCE S. 01 deg. 20 mins. W. with such West right-of-way line 208.7 ft. to an iron pipe;
THENCE N. 88 deg. 40 mins. W. 208.7 ft. to an iron pipe;
THENCE N. 01 deg. 20 mins. E. 208.7 ft. to an iron pipe;
THENCE S. 88 deg. 40 mins. E. 208.7 ft. to the place of beginning, and containing one acre of land, more or less.

Grantor for the consideration grants, sells, and conveys to Grantee all of the interest of the Estate of Lois Rayburn, deceased, in the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Said Grantor, as Independent Executor of the Estate of Lois Rayburn, deceased, binds the heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns

Unofficial Copy

Attachment: 2025-092 ORD rez 5825 PG Rd signed (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, through, or under said Estate.

Charles Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased

ACKNOWLEDGMENT

STATE OF TEXAS }
COUNTY OF BOWIE }

This instrument was acknowledged before me on the 3 day of April, 2024, by Charles Andrew Rayburn, in his capacity as Independent Executor of the Estate of Lois Rayburn, Deceased.

Notary Public, State of Texas

DIANNE ICENHOWER
NOTARY PUBLIC
STATE OF TEXAS
ID # 439087-6
My Comm. Expires 11-12-2024

PREPARED BY:

FRIEDMAN LAW OFFICE
200 W. BROAD STREET
TEXARKANA, TX 75501

THE STATE OF TEXAS
COUNTY OF BOWIE

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Bowie County, Texas.

2024-00003119 DEED
04/04/2024 03:43:38 PM Total Fees: $29.00

Tina Petty, County Clerk
Bowie County, Texas

Unofficial Copy

Attachment: 2025-092 ORD rez 5825 PG Rd signed (4531 : 2025-092 ORD rezoning SF-1 to SF-2 5825 Pleasant Grove Rd)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:35 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-073 rezoning on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1) from Single Family-2 to Single Family-3. Mai Anh Silas, owner, Randy Davis, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Mai Anh Silas, owner, and Randy Davis, agent, to rezone Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street from Single Family-2 to Single Family-3. The intention is to place a HUD code manufactured home on this property.

The Future Land Use Map has designated this property as “Neighborhood Residential”.

The adjacent zoning is Planned Development-Office to the north, and Single Family-2 to the south, east, and west. The adjacent land use is vacant land to the north, south, east, and west.

Staff recommend for approval of this request.

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

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

May 5, 2025

Attachments

a. 2025-073 ORD rezoning 3126 Norton Street (DOCX)
b. 2025-073 ATTH 01 (Maps) (PDF)
c. 2025-073 Goals & Perspectives (DOCX)
d. 2025-073 ORD rez 3126 Norton St signed (PDF)

Staff Coordination

City Manager	Chiquita Burks 05/06/2025 3:24 PM	Department Head Review	Completed	
Building Code Administration		Chiquita Burks	Reviewer	Skipped
	05/08/2025 4:12 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	05/08/2025 4:13 PM			
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:49 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

05/12/25 City Council MOVED FORWARD Next: 06/09/25

Z-25-08

ORDINANCE NO. 2025-073

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-2 TO SINGLE FAMILY-3; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from Single Family-2 to Single Family-3 on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Single Family-2 to Single Family-3** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3.**

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

Attachment: 2025-073 ORD rezoning 3126 Norton Street (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-073 ORD rezoning 3126 Norton Street (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

2025-073 ATTH 01
Z-25-08

3126 Norton Street



Attachment: 2025-073 ATTH 01 (Maps) (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

2025-073 ATTH 01
Z-25-08

3126 Norton Street



Attachment: 2025-073 ATTH 01 (Maps) (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

City of Texarkana, Texas

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

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

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

Attachment: 2025-073 Goals & Perspectives (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

Z-25-08

ORDINANCE NO. 2025-073

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-2 TO SINGLE FAMILY-3; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from Single Family-2 to Single Family-3 on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Single Family-2 to Single Family-3** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street** in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Single Family-3.**

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

Attachment: 2025-073 ORD rez 3126 Norton St signed (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:48p.m.

Attachment: 2025-073 ORD rez 3126 Norton St signed (4506 : 2025-073 ORD SF-2 to SF-3 3126 Norton St)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:36 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-074 granting a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street (Ward 1). Mai Anh Silas, owner, and Randy Davis, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Mai Anh Silas, owner, and Randy Davis, agent, for a Specific Use Permit to allow the location of a HUD code manufactured home on Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street. The property is zoned Single Family-2.

The Future Land Use Map has designated this property as “Neighborhood Residential”.

The adjacent zoning is Planned Development-Office to the north, and Single Family-2 south, east, and west. The adjacent land usage is vacant land to the north, south, east, and west.

Staff recommend approval of this request with the following stipulations:

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner’s responsibility to renew this permit.
5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

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

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

May 5, 2025

Attachments

a. 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (DOCX)
b. 2025-074 ATTH 01 (Maps) (PDF)
c. 2025-074 Goals & Perspectives (DOCX)
d. 2025-074 ORD SUP 3126 Norton signed (PDF)

Staff Coordination

City Manager	Chiquita Burks 05/06/2025 3:23 PM	Department Head Review	Completed	
Building Code Administration		Chiquita Burks	Reviewer	Skipped
	05/08/2025 4:13 PM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	05/08/2025 4:14 PM			
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:49 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

05/12/25 City Council MOVED FORWARD Next: 06/09/25

S-809

ORDINANCE NO. 2025-074

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-809 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a HUD code manufactured home on **Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street**, in the City of Texarkana, Bowie County, Texas; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas voted **unanimously five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow the location of a HUD code manufactured home** on said property; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that granting the **Specific Use Permit** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be further amended to grant **Specific Use Permit Numbered S-809 for the location of a HUD code manufactured home Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas.

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

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

Attachment: 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126

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

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

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

SECTION 5: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2025-074 ORD SUP for HUD code mnfctrd home 3126 Norton Street (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126

2025-074 ATTH 01
S-809

3126 Norton Street



Attachment: 2025-074 ATTH 01 (Maps) (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

2025-074 ATTH 01
S-809

3126 Norton Street



Attachment: 2025-074 ATTH 01 (Maps) (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

City of Texarkana, Texas

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

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

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

Attachment: 2025-074 Goals & Perspectives (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

S-809

ORDINANCE NO. 2025-074

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-809 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 6-7, WELLSFORD SUBDIVISION, LOCATED AT 3126 NORTON STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a HUD code manufactured home on **Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street**, in the City of Texarkana, Bowie County, Texas; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas voted **unanimously five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow the location of a HUD code manufactured home** on said property; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that granting the **Specific Use Permit** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be further amended to grant **Specific Use Permit Numbered S-809 for the location of a HUD code manufactured home Lots 6-7, Wellsford Subdivision, located at 3126 Norton Street,** in the City of Texarkana, Bowie County, Texas.

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

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

Attachment: 2025-074 ORD SUP 3126 Norton signed (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

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

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

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

SECTION 5: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:50p.m.

Attachment: 2025-074 ORD SUP 3126 Norton signed (4507 : 2025-074 ORD SUP HUD code mnfctrd home 3126 Norton St)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 5/7/2025 10:36 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2025-075 rezoning on a portion of an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733, located at 2021 Mall Drive (Ward 4) from General Retail to Parking. Strategic Restaurant Enterprises, Inc., owner, and Janet Reid and Jeremy Nienkamp with Texas Roadhouse, agent.		

Briefing: 6/9/2025 **Public Hearing:** 6/9/2025 **Council Vote:** 6/9/2025

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Strategic Restaurant Enterprises, Inc., owner, and Janet Reid, agent, to rezone an approximate 1.994-acre tract of land (being Tract 4), R.G. Canon HRS, A-733, located at 2021 Mall Drive from General Retail to Parking. The existing building will be demolished, and the intent is for overflow parking for employees of Texas Roadhouse and Bubba's 33.

The Future Land Use Map has designated this property as "Regional Commercial".

The adjacent zoning is General Retail to the south, east, and west, and Interstate 30 to the north. The adjacent land use is restaurants to the west, jewelers east, and vacant land south, and Interstate 30 to the north.

Staff recommend for approval of this request.

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

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

May 5, 2025

Attachments

a. 2025-075 ORD rezoning 2021 Mall Drive (DOCX)
b. 2025-075 EXH 'A' (Legal Description) (PDF)
c. 2025-075 ATTH 01 (Maps) (PDF)
d. 2025-075 ATTH 02 (Site Plan) (PDF)
e. 2025-075 Goals & Perspectives (DOCX)
f. 2025-075 ORD rez 2021 Mall Dr signed (PDF)

Staff Coordination

City Manager	Chiquita Burks 05/06/2025 3:22 PM	Department Head Review	Completed	
Building Code Administration	Chiquita Burks 05/08/2025 4:13 PM	Reviewer	Skipped	
Public Works Department	Dusty Henslee 05/08/2025 4:14 PM	Reviewer	Completed	
City Manager	David Orr	Reviewer	Completed	05/08/2025 9:50 PM
City Council	Jennifer Evans	Meeting	Completed	05/12/2025 6:00 PM

Meeting History

05/12/25	City Council	MOVED FORWARD	Next: 06/09/25

Z-25-09

ORDINANCE NO. 2025-075

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 1.994-ACRE TRACT OF LAND (BEING TRACT 4), R.G. CANNON HRS, A-733, LOCATED AT 2021 MALL DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM GENERAL RETAIL TO PARKING; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive,** in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from General Retail to Parking on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **General Retail to Parking**; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **General Retail to Parking** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'),**

Attachment: 2025-075 ORD rezoning 2021 Mall Drive (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

located at 2021 Mall Drive in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2025-075 ORD rezoning 2021 Mall Drive (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

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309 Byers Street
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www.spoonersurveyors.com

SRE PARKING ADDITION – TEXARKANA, TX
0.8437 Acre Rezoning Metes and Bounds

BEING a 0.8437 acre tract of land located in the T&P RR CO. Survey, Abstract No. 733, City of Texarkana, Bowie County, Texas, said 0.8437 acre tract of land being a portion of a called 1.9937 acre tract of land conveyed to **STRATEGIC RESTAURANT ENTERPRISES, INC.** by deed thereof filed for record in Bowie County Clerk's Instrument No. 2024-00012372, Official Public Records, Bowie County, Texas (O.P.R.B.C.T.), said 0.8437 acre tract of land being more particularly described by metes and bounds as follows:

BEGINNING at a point on the west property line of the said 1.9937 acre tract, same being the east lot line of Lot 2, Summer Ridge 2nd Addition, being an Addition to the said City and State, according to the plat thereof filed for record in Cabinet D, Sleeve 155, O.P.R.B.C.T., said point being South 01°47'35" East, a distance of 252.58 feet from a 5/8 inch iron rod with a cap stamped "RMC 5384" found at the northwest property corner of the said 1.9937 acre tract, same being the northeast lot corner of said Lot 2;

THENCE North 86°48'47" East, departing the said property line and the said lot line, over and across the said 1.9937 acre tract, a distance of 171.99 feet to the east property line of the said 1.9937 acre tract to a point for corner from which a 5/8 inch iron rod with an illegible cap found at the northeast property corner of the said 1.9937 acre tract bears North 02°50'46" West, a distance of 339.19 feet;

THENCE South 02°50'46" East, along the said east property line of the 1.9937 acre tract, a distance of 211.82 feet to a 5/8 inch iron rod with a cap stamped "MTG10101100" found at the southeast property corner of the said 1.9937 acre tract;

THENCE South 87°08'51" West, along the south property line of the said 1.9937 acre tract, a distance of 175.86 feet to the southwest property corner of the said 1.9937 acre tract, same being on the aforesaid east lot line of Lot 2;

THENCE North 01°47'35" West, along the west property line of the said 1.9937 acre tract and along the said east lot line, a distance of 210.85 feet to the **POINT OF BEGINNING**.

The hereinabove described tract of land contains a computed area of **0.8437 acres (36,752 square feet)** of land, more or less.

The bearings recited hereinabove are referenced to the Texas Coordinate System of 1983, Texas North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment.

Attachment: 2025-075 EXH 'A' (Legal Description) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

MAP OF ZONING DESCRIPTION

SEE ATTACHED METES & BOUNDS DESCRIPTION ON PAGE 1 HEREIN

LINE TABLE		
NO.	DIRECTION	DIST.
L1	N86°48'47"E	171.99'
L2	S02°50'46"E	211.82'
L3	S87°08'51"W	175.86'
L4	N01°47'35"W	210.85'

REMAINDER OF A
CALLED: 8.2167 ACRES
BRYCE'S CAFETERIA, INC.
VOL. 1066, PG. 221
O.P.R.B.C.T.

EX. R.O.W.

CALLED: 0.673 ACRES
PUBLIC RIGHT-OF-WAY TO
CITY OF TEXARKANA
B.C.C.I. NO. 2015-00010664
O.P.R.B.C.T.

CALLED: 1.23 ACRES
GRAY'S JEWELERS
VOL. 4697, PG. 66
O.P.R.B.C.T.

5/8" CIRF
"MTG10101100"

L2

N02°50'46"W ~ 339.19'
PROPERTY LINE

5/8" CIRF
(ILLEGIBLE)

EX. R.O.W.

CALLED: 1.9937 ACRES
STRATEGIC RESTAURANT ENTERPRISES, INC.
B.C.C.I. NO. 202400012372
O.P.R.B.C.T.

L1

0.8437 ACRES
(36,752 SQ. FT.)

PROPERTY LINE

L3

0 40' 80'

GRAPHIC SCALE IN FEET
1" = 80'

MALL DRIVE
(VARIABLE WIDTH PUBLIC R.O.W.)

S01°47'35"E ~ 252.58'

L4

LOT LINE

5/8" CIRF
"RMC 5384"

POINT OF BEGINNING

T&P RR CO. SURVEY
ABSTRACT NO. 733

LOT 2
SUMMER RIDGE 2ND ADDITION
CAB. D, SLEEVE 155
O.P.R.B.C.T.

CALLED: 0.673 ACRES
PUBLIC RIGHT-OF-WAY TO
CITY OF TEXARKANA
B.C.C.I. NO. 2015-00010665
O.P.R.B.C.T.

SRE PARKING ADDITION ~ TEXARKANA, TX.
0.8437 ACRE REZONING DESCRIPTION

THE BEARINGS SHOWN HEREON ARE REFERENCED TO THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD83, NORTH CENTRAL ZONE 4202, 2011 ADJUSTMENT.

PROPERTY: STRATEGIC RESTAURANT ENTERPRISES, INC.	PROPERTY ACREAGE: CALLED 1.9937 ACRES (DEED)	
24098 ZONING EXHIBIT.dwg	DRAWN BY: C. REEDER	CHECKED BY: E. SPOONER

SPOONER & ASSOCIATES
REGISTERED PROFESSIONAL LAND SURVEYORS
OVER 30 YEARS OF SERVICE
309 BYERS STREET, SUITE 100, EULESS, TEXAS 76039
(817) 685-8448 WWW.SPOONERSURVEYORS.COM
TBPLS FIRM NO. 10054900

EXHIBIT "A" ~ PAGE 2 OF 2

4/15/2

STATE OF TEXAS
REGISTERED
ERIC S. SPOONER
5922
PROFESSIONAL
LAND SURVEYOR

Attachment: 2025-075 EXH 'A' (Legal Description) (4508 : 2025-075 ORD General Retail to Parking at 2021

2025-075 ATTH 01
Z-25-09

2021 Mall Drive



Attachment: 2025-075 ATTH 01 (Maps) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

2025-075 ATTH 01
Z-25-09

2021 Mall Drive



Attachment: 2025-075 ATTH 01 (Maps) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

Proposed Partial Rezone Exhibit and Legal Description



SPOONER & ASSOCIATES
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309 Byers Street, #100
Euless, Texas, 76039
817-685-8448
www.spoonersurveyors.com

Texas Roadhouse - Texarkana
0.8437 Acre Rezoning Metes and Bounds

BEING a 0.8437 acre tract of land located in the T&P RR CO. Survey, Abstract No. 733, City of Texarkana, Bowie County, Texas, said 0.8437 acre tract of land being a portion of a called 1.9937 acre tract of land conveyed to **STRATEGIC RESTAURANT ENTERPRISES, INC.** by deed thereof filed for record in Bowie County Clerk's Instrument No. 2024-00012372, Official Public Records, Bowie County, Texas (O.P.R.B.C.T.), said 0.8437 acre tract of land being more particularly described by metes and bounds as follows:

BEGINNING at a point on the west property line of the said 1.9937 acre tract, same being the east lot line of Lot 2, Summer Ridge 2nd Addition, being an Addition to the said City and State, according to the plat thereof filed for record in Cabinet D, Sleeve 155, O.P.R.B.C.T., said point being South 01°47'35" East, a distance of 252.58 feet from a 5/8 inch iron rod with a cap stamped "RMC 5384" found at the northwest property corner of the said 1.9937 acre tract, same being the northeast lot corner of said Lot 2;

THENCE North 86°48'47" East, departing the said property line and the said lot line, over and across the said 1.9937 acre tract, a distance of 171.99 feet to the east property line of the said 1.9937 acre tract to a point for corner from which a 5/8 inch iron rod with an illegible cap found at the northeast property corner of the said 1.9937 acre tract bears North 02°50'46" West, a distance of 339.19 feet;

THENCE South 02°50'46" East, along the said east property line of the 1.9937 acre tract, a distance of 211.82 feet to a 5/8 inch iron rod with a cap stamped "MTG10101100" found at the southeast property corner of the said 1.9937 acre tract;

THENCE South 87°08'51" West, along the south property line of the said 1.9937 acre tract, a distance of 175.86 feet to the southwest property corner of the said 1.9937 acre tract, same being on the aforesaid east lot line of Lot 2;

THENCE North 01°47'35" West, along the west property line of the said 1.9937 acre tract and along the said east lot line, a distance of 210.85 feet to the **POINT OF BEGINNING**.

The hereinabove described tract of land contains a computed area of **0.8437 acres (36,752 square feet)** of land, more or less.

The bearings recited hereinabove are referenced to the Texas Coordinate System of 1983, Texas North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment.

For Strategic Restaurant Enterprises, Inc.
April 14, 2025

Attachment: 2025-075 ATTH 02 (Site Plan) (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall

City of Texarkana, Texas

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

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

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

Attachment: 2025-075 Goals & Perspectives (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

Z-25-09

ORDINANCE NO. 2025-075

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING ON AN APPROXIMATE 1.994-ACRE TRACT OF LAND (BEING TRACT 4), R.G. CANNON HRS, A-733, LOCATED AT 2021 MALL DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM GENERAL RETAIL TO PARKING; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive,** in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking**; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from General Retail to Parking on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'), located at 2021 Mall Drive** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **General Retail to Parking**; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **General Retail to Parking** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **on an approximate 1.994-acre tract of land (being Tract 4), R.G. Cannon HRS, A-733 (EXH 'A'),**

Attachment: 2025-075 ORD rez 2021 Mall Dr signed (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

located at 2021 Mall Drive in the City of Texarkana, Bowie County, Texas, from **General Retail to Parking.**

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of June, 2025.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:52 p.m.

Attachment: 2025-075 ORD rez 2021 Mall Dr signed (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

SPOONER & ASSOCIATES
REGISTERED PROFESSIONAL LAND SURVEYORS
OVER 30 YEARS OF SERVICE

2025-075 EXH A
309 Byers Street, #100
Euless, Texas, 76039
817-685-8448
www.spoonersurveyors.com

SRE PARKING ADDITION – TEXARKANA, TX
0.8437 Acre Rezoning Metes and Bounds

BEING a 0.8437 acre tract of land located in the T&P RR CO. Survey, Abstract No. 733, City of Texarkana, Bowie County, Texas, said 0.8437 acre tract of land being a portion of a called 1.9937 acre tract of land conveyed to **STRATEGIC RESTAURANT ENTERPRISES, INC.** by deed thereof filed for record in Bowie County Clerk's Instrument No. 2024-00012372, Official Public Records, Bowie County, Texas (O.P.R.B.C.T.), said 0.8437 acre tract of land being more particularly described by metes and bounds as follows:

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THENCE North 86°48'47" East, departing the said property line and the said lot line, over and across the said 1.9937 acre tract, a distance of 171.99 feet to the east property line of the said 1.9937 acre tract to a point for corner from which a 5/8 inch iron rod with an illegible cap found at the northeast property corner of the said 1.9937 acre tract bears North 02°50'46" West, a distance of 339.19 feet;

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THENCE North 01°47'35" West, along the west property line of the said 1.9937 acre tract and along the said east lot line, a distance of 210.85 feet to the **POINT OF BEGINNING**.

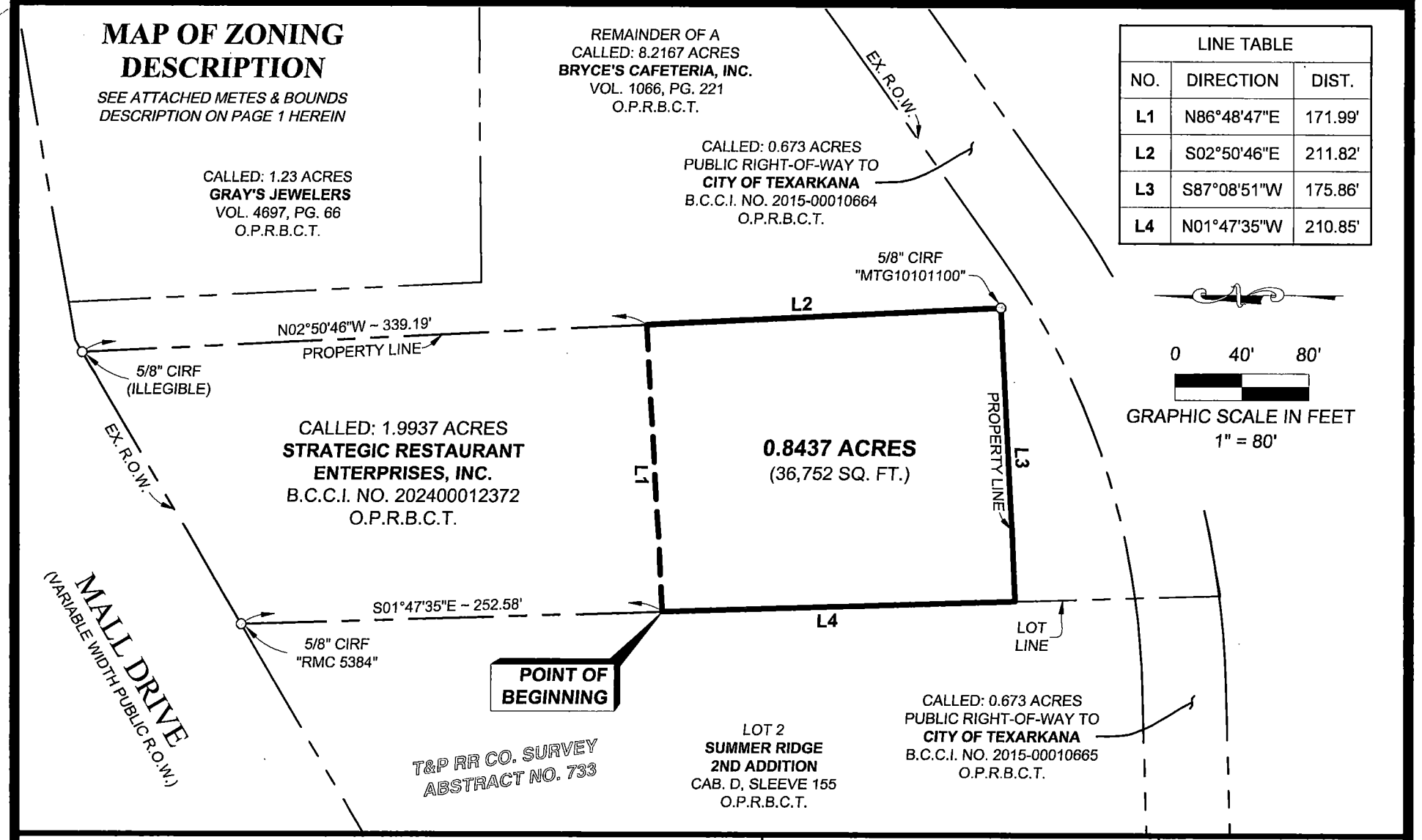
The hereinabove described tract of land contains a computed area of **0.8437 acres (36,752 square feet)** of land, more or less.

The bearings recited hereinabove are referenced to the Texas Coordinate System of 1983, Texas North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment.

Attachment: 2025-075 ORD rez 2021 Mall Dr signed (4508 : 2025-075 ORD General Retail to Parking at 2021 Mall Drive)

MAP OF ZONING DESCRIPTION

SEE ATTACHED METES & BOUNDS DESCRIPTION ON PAGE 1 HEREIN



LINE TABLE		
NO.	DIRECTION	DIST.
L1	N86°48'47"E	171.99'
L2	S02°50'46"E	211.82'
L3	S87°08'51"W	175.86'
L4	N01°47'35"W	210.85'

0 40' 80'

GRAPHIC SCALE IN FEET
1" = 80'

SRE PARKING ADDITION ~ TEXARKANA, TX.
0.8437 ACRE REZONING DESCRIPTION

THE BEARINGS SHOWN HEREON ARE REFERENCED TO THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD83, NORTH CENTRAL ZONE 4202, 2011 ADJUSTMENT.

PROPERTY: STRATEGIC RESTAURANT ENTERPRISES, INC.	PROPERTY ACREAGE: CALLED 1.9937 ACRES (DEED)	
24098 ZONING EXHIBIT.dwg	DRAWN BY: C. REEDER	CHECKED BY: E. SPOONER

SPOONER & ASSOCIATES
REGISTERED PROFESSIONAL LAND SURVEYORS
OVER 30 YEARS OF SERVICE
309 BYERS STREET, SUITE 100, EULESS, TEXAS 76039
(817) 685-8448 WWW.SPOONERSURVEYORS.COM
TBPLS FIRM NO. 10054900

EXHIBIT "A" ~ PAGE 2 OF 2

4/15/25

STATE OF TEXAS
REGISTERED
ERIC S. SPOONER
5922
PROFESSIONAL
LAND SURVEYOR

Attachment: 2025-075 ORD rez 2021 Mall Dr signed (4508 : 2025-075 ORD General Retail to Parking at

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 6/4/2025 4:38 PM

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

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

Updates/History of Briefing:

During the second public hearing held on May 12, Summit representatives requested that the Council continue the public hearing to allow for Summit to submit information in support of its rate increase request. Summit stated in writing that it was working diligently to provide additional information as requested in Resolution No. 2025-023 and endeavored to send the additional information ahead of the June 9 City Council meeting. On May 30, Summit delivered electronically the materials that are hyperlinked to this briefing.

Executive Summary and Background Information:

City staff has had insufficient time to review the materials delivered on May 30. Together with these materials, Summit also provided the following:

"… [H]ere is a chart that includes the information requested in the Resolution No. 2025-023 and which specific file contains information supporting this [proposed base rate increase] request.

Documentation Requested	Location
Audited or, if unavailable, unaudited financial statements; Texas-specific and Texarkana-specific revenue requirements; supporting rate base schedules and calculations.	See File: Annual Reports & SUA-TX Revenue Requirement Model, & SUA Trial Balances
Texas-specific cost allocation study and marginal cost analysis; comparison of current and proposed rate structures; billing determinants, sales volumes, and revenue projections by customer class.	See File: SUA-TX Revenue Requirement Model
Historical and projected operating and maintenance expenses in Texas; major service agreements and labor-related costs; completed and proposed infrastructure investments specific to Texas; associated depreciation schedules and capital forecasts.	See File: SUA-TX Revenue Requirement Model , TX OM Plant Depreciation Analysis, SUA-TEX Additions 2022-2024 By Project, & SUA Texas 2024 Actuals v 2025 Plan
Capital structure breakdown, including debt-to-equity ratio; cost of capital analysis supporting proposed return on equity; interest rate assumptions and projected financing costs.	See File: SUA-TX Revenue Requirement Model & Schedule D-1.3 Holdco

In the SUA-TX Revenue Requirement Model for TY 2023-2024, the summary tab shows 1) a conservative estimate of what the revenue deficiency would be if there was a Texas specific rate case; 2) what the revenue deficiency is based on our proposed rate increase; and 3) a comparison of the two. The next tab, "Typical Bill Analysis", shows bill impacts using 1) average summer usage; 2)

average winter usage; and 3) average annual usage. Specifically, these each show what the bill impacts would be using a Texas specific case (as shown on the summary tab) and using the proposed increase. The tabs following all support the revenue deficiency calculation of our proposal."

Potential Options:

Staff recommends further review and no action at this meeting.

Fiscal Implications:

Undetermined.

Staff Recommendation:

Staff recommends further review and no action at this meeting.

Advisory Board/Committee Review:

None.

Board/Committee Recommendation:

Not applicable.

Advisory Board/Committee Meeting Date and Minutes:

Not applicable.

Attachments

a. TX OM Plant Depreciation Analysis
b. TX City Council Questions
c. SUA TX Revenue Requirement Model for TY 2023-2024_FINAL
d. SUA-TX Plant and Depr by Asset Group
e. SUA-TX Rate Model SOI_FINAL
f. SUA-TEX Additions 2022-2024 by Project
g. SUA Texas 2024 Actuals v 2025 Plan
h. 2024 SUA Trial Balance
i. 2024 Distribution Annual Report SUA-TX FINAL SIGNED
j. 2023 SUA Trial Balance
k. 2023 SUA Annual Report Resubmission - FINAL
l. 2022 SUA Trial Balance
m. 2022 SUA Annual Report Resubmission - FINAL
n. SUA Executive Summary

Version:

Briefing Sheet

Update Date: 6/2/2025 12:29 PM

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

Subject: New Town Gas Line Replacements Update

Attachments

a. New Town Gas Line Replacements Update (PDF)

TEX-Evans, Jennifer

From: TEX-Orr, David
Sent: Monday, June 2, 2025 8:46 AM
To: TEX - Council
Subject: FW: Council Question
Attachments: New Town Gas Line Replacements.pdf

Good morning Mayor & Council,

I'm forwarding information sent from Summit Utilities as follow-up to Councilmember Matlock's questions to them. We are awaiting additional information related to Councilmember Thompson's questions and I will forward that information as we receive it.

I wanted you all to have this response in advance of our weekly email and we will also include this information in the next agenda packet.

Thanks,

David

David Orr
City Manager

City of Texarkana, Texas
Office: (903) 798-3902
Cell: (903) 278-7735
Fax: (903) 798-3913
Email: david.orr@texarkanatexas.gov

Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

From: Greg Strickland <gstrickland@summitutilities.com>
Sent: Friday, May 30, 2025 5:03 PM
To: TEX-Orr, David <david.orr@texarkanatexas.gov>
Cc: Brooke Parsons <bsouth@summitutilities.com>; Drake Moudy <dmoudy@summitutilities.com>
Subject: Council Question

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

I wanted to follow up on Councilwomen Matlock's question regarding the replacement dates for gas lines in New Town area. I have attached a couple of maps showing a high-level replacements in that area from 2012-2014. The mainlines for the street of Charlestine was replaced in the summer or 2014 with the modern poly pipe. The older pipe that was removed was cast iron piping. The service line running from the street to the homes were replaced on the following dates.

Attachment: New Town Gas Line Replacements Update (4528 : New Town Gas Line Replacements Update)

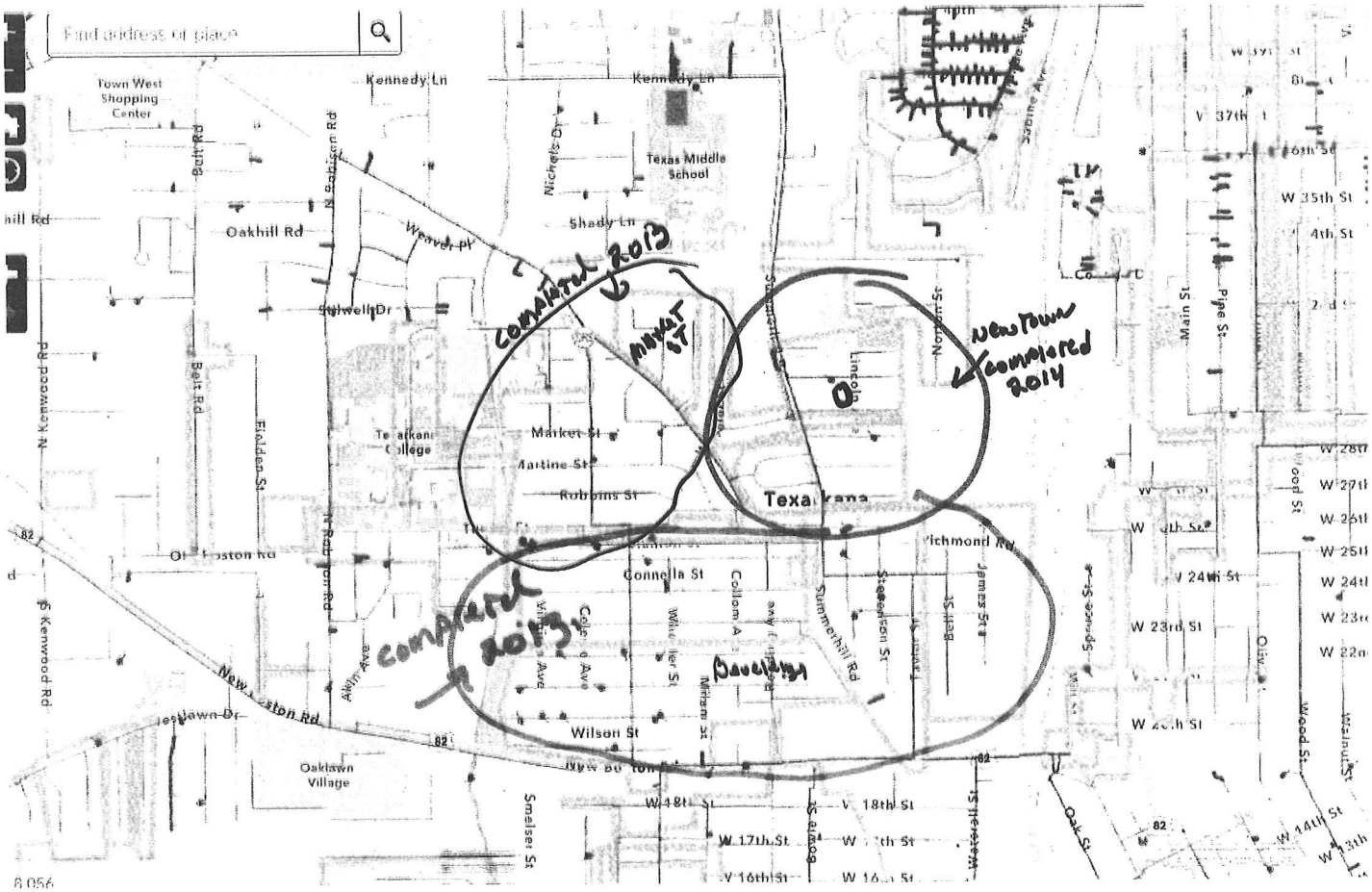
1815 Charlestine was replaced on 3/30/2009 and that service was tied into the new main on 8/7/2014.
1810 Charlestine was replaced on 8/6/2014
1806 Charlestine was replaced on 8/12/2014
1805 Charlestine was replaced on 8/6/2014

If anyone has any follow up questions, please let me know and I will gladly research.

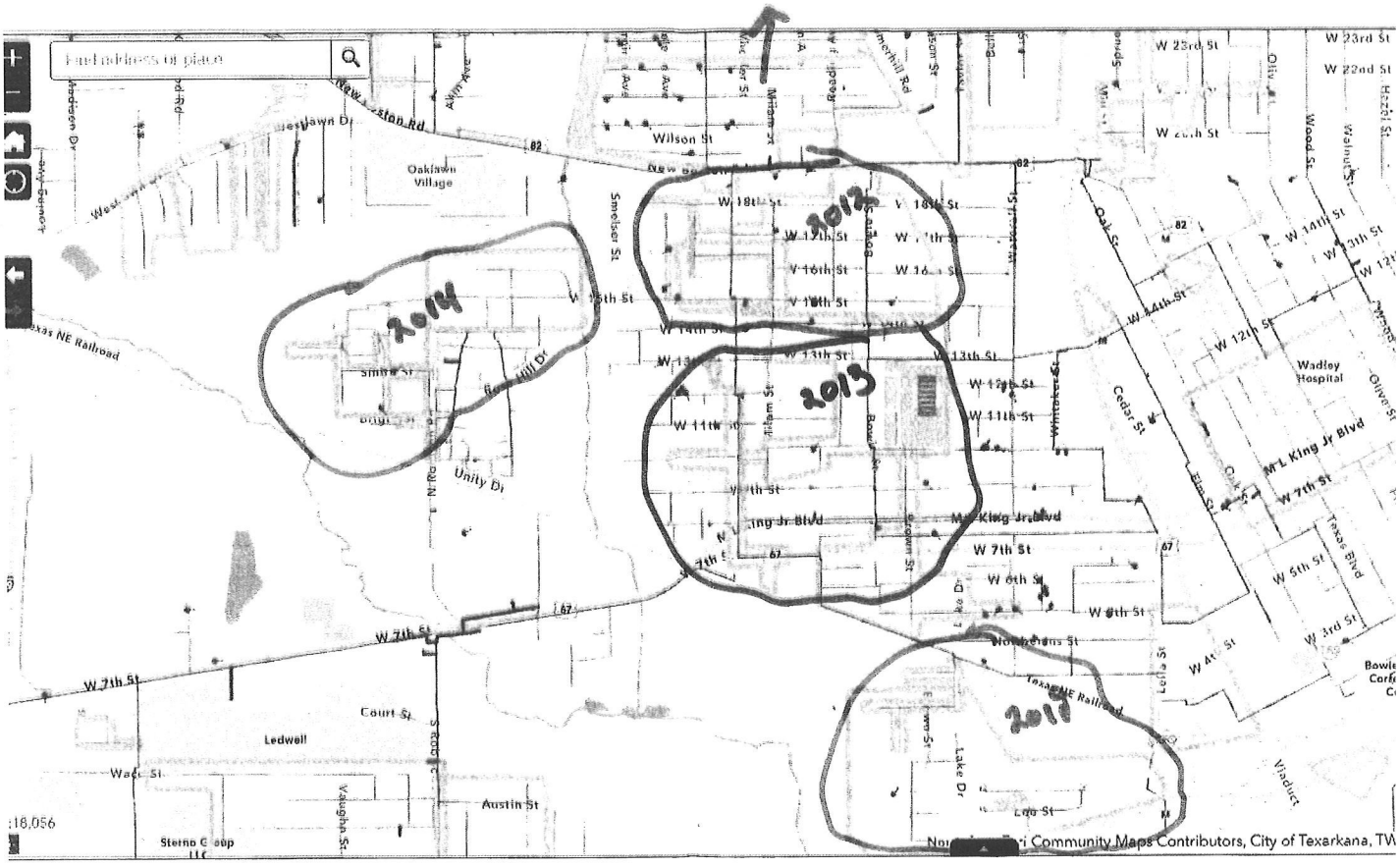
Thanks,
Greg

If you received this message in error, please do not read, copy, or share it. Instead, please notify the sender immediately and permanently delete all copies in your possession.

Attachment: New Town Gas Line Replacements Update (4528 : New Town Gas Line Replacements Update)



Attachment: New Town Gas Line Replacements Update (4528 : New Town Gas Line Replacements Update)



Attachment: New Town Gas Line Replacements Update (4528 : New Town Gas Line Replacements Update)

Briefing Sheet

Version:
Update Date: 6/6/2025 9:01 AM

Lead Department: City Manager
Action Officer: Chiquita Burks, City Management Fellow

Subject: SUA Executive Summary Document

Attachments

a. SUA Executive Summary (PDF)

Executive Summary of Summit's Request for a Rate Change

Overview

Summit's mission is to deliver safe, always-on natural gas service to Texarkana residents for essential, everyday needs like home heating, cooking, bathing, and more. To do that, we must operate, maintain, and continuously improve and invest in pipeline and infrastructure in areas where were operate. On March 10, 2025, Summit submitted a Statement of Intent to increase rates within the City of Texarkana, Texas.[1] The proposed rate increase is driven primarily by investments in Summit's infrastructure in Texarkana. These investments must be made to replace aging infrastructure and to ensure compliance with increasingly more stringent pipeline safety and integrity regulations. Summit's proposed rate change more accurately reflects our cost of business.

Proposal

Consistent with the Company's long-term historical arrangement with the City of Texarkana, Summit is proposing to apply the calculated revenue deficiency identified in its fully litigated Arkansas general rate case, which was completed in late 2024, to its Texarkana, Texas customers. Texas is similarly situated as Arkansas in terms of its system and the costs needed to operate and maintain the system. Therefore, the current proposal seeks to recover the same base rates and rider revenues from Summit's Texarkana customers as the Company is recovering from its Arkansas customers.

Key highlights of the proposed rate changes include:

- Increase Summit's net annual non-gas revenues in the City by approximately $2,008,845 per year.
- An estimated $16.20 per month annual increase for the average residential customer.
- Re-introduction of a Billing Determinant Adjustment (BDA) Rider to account for potential declines in the number of customers and in customer usage. This rider has been implemented in Texas previously under the former owner of the assets, but it was removed when the former owner implemented a more comprehensive rider (the Formula Rate Plan) in 2017. An adjustment is made annually but only if there has been a decline in customer numbers and/or volumes.

[1] Summit also proposed the same base rate increase in the cities of Nash, Wake Village, and Redwater.

Attachment: SUA Executive Summary (4536 : SUA Executive Summary)

- Introduction of a System Safety Enhancement Rider (SSER). The SSER allows more timely recovery of its investment in infrastructure projects. Texarkana customers previously had a version of this rider known as the Main Replacement Program, until the Company's former owner implemented the Formula Rate Plan.

Benefits of this Proposal to Texas Customers

- Prevents the recovery of the substantial costs needed to hire experts, consultants, and outside counsel to develop, review, and litigate a general rate proceeding. Per Texas law, a company seeking a general rate change can directly recover both its costs and the city's costs of executing and defending a general rate change. This shows up as a separate line item surcharge on customers' bills and is approved by the Texas Railroad Commission ("RRC").
- A lower overall base rate increase for Texas customers rather than using Texas specific information.
- A lower debt to equity ratio than what is commonly approved by the RRC.
- Riders such as the SSER enable a more gradual increase in costs and are based on specific historical information which can be reviewed and audited. Riders also typically reduce the need for more frequent rate proceedings which can shield customers from abrupt rate changes.
- Added revenue allows us to continue building on our efforts to respond to customer needs, all while ensuring we continue delivering safe and reliable service to Texas. This includes prompt and comprehensive responses to service calls, offering 24/7 emergency dispatch, and investing in advanced technologies to ensure the safety and reliability of our pipeline system.
- This rate change enables us to continue delivering the top-tier service our customers have come to rely on. Supported by a dedicated and skilled local team, Summit remains committed to meeting the energy needs of Texas residents while providing outstanding customer care.

Attachment: SUA Executive Summary (4536 : SUA Executive Summary)