



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • JUNE 13, 2016

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Kristin Peeples, Jim Powell, Sharon Moore, Kyle Dooley, Eric Schlotter, Karey Parker, David Orr, Lisa Thompson, Robby Robertson, and Jerry Sparks.

Legal Counsel: Jeff Lewis

II. INVOCATION AND PLEDGE BY COUNCIL MEMBER DR. BRIAN MATTHEWS

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings:

Monday, June 20, 2016 at 6:00 p.m. ("Hotel Occupancy Tax Fund" workshop)

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

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

Saturday, July 16, 2016 at 9:00 a.m. ("Strategic Planning" workshop - location TBD)

Monday, July 25, 2016 at 6:00 p.m.

Parks & Recreation Events:

June 16 th	Movies in the Park Make Up Date	Spring Lake Park
June 20 th	Summer Camp Begins	Southwest Center
June 24 th - 26 th	Showcase Softball Tournament	Karrh/Wallace Parks

Movie will start at 7:45 p.m.

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

Mayor Bruggeman said he received a letter from the Government Finance Officers Association office. The letter stated that the City has received the *Distinguished Budget Presentation Award* for the current budget. This award is the highest form of recognition in governmental budgeting. Mayor Bruggeman congratulated the Finance Department for receiving this prestigious award.

City Manager Whitson added that this recognition represents a significant achievement for all city departments who make the budget document come together with the Finance Department leading the effort.

Proclamation Presentation

Mayor Bruggeman read the proclamation and encouraged all citizens to have regular check-ups and get preventative screenings for overall good health.

Men's Health Week June 13 - 19, 2016

Appointments to Boards & Commissions

There were no appointments made to any board or commission.

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

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

David Carter, on behalf of HandsOn Texarkana, gave a huge "Thanks" to Parks & Recreation staff, noting Robby Robertson & Kenny Jordan, for assistance with the first Dragon Boat Races event at Bringle Lake on Saturday, June 11th.

Mr. Carter said the event was an overwhelming success and plans are already being made to have the Dragon Boat Races again next year in Texarkana.

V. ITEMS FOR CONSIDERATION

Consent Items

(6:17 p.m.)

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

1. Consider approval of the minutes of the Regular Meeting of the City Council held on May 23, 2016 at 6:00 PM.
2. Consider approval of the minutes of the Workshop Meeting of the City Council held on June 6, 2016 at 6:00 PM.

Action Items

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

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

Council Member Davis said that, at the last council meeting, questions were asked concerning the responsibility of Bowie Central Appraisal District (BCAD) toward properties held in trust that have uncollected mowing fees. CM Davis did some research and handed out the BCAD Interlocal Governmental Tax Collection contract and a copy of an email from BCAD Chief Appraiser Mike Brower.

CM Davis quoted the agreement, in part, which states that BCAD "**does not assume any duty for and shall not be responsible for, any costs or expenses relating to the property, including but not limited to expenses for maintaining, preserving or safe keeping the property prior to its resale**". Council members continued with a brief discussion before the vote. The City Secretary was provided a copy of the documents to be a part of the official record.

(6:37 p.m.)

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

VI. FIRST BRIEFINGS

1. Ordinance No. 2016-060 finding and determining the individuals and families who qualify as low-income individuals and families under Sec. 253.010, Tex. Loc. Gov't Code to include in the Property Policy Manual for sale of city acquired land.

Public Hearing: June 27, 2016
Second Briefing: July 11, 2016
Council Vote: July 25, 2016

Sharon Moore briefed this item. City Manager Whitson shared additional comments.

RESULT:	MOVED FORWARD	Next: 6/27/2016 6:00 PM
----------------	----------------------	--------------------------------

2. Resolution No. 2016-063 amending the Property Policy Manual to sell city acquired land to non-profit organizations that develop housing for low-income individuals and families and increase surplus/sale authorization for real property with an appraised value not to exceed \$10,000.

Public Hearing: June 27, 2016
Second Briefing: July 11, 2016
Council Vote: July 25, 2016

Sharon Moore briefed this item. Jeff Lewis made additional comments.

RESULT:	MOVED FORWARD	Next: 6/27/2016 6:00 PM
----------------	----------------------	--------------------------------

3. Resolution No. 2016-061 supporting the submission of a Small Business Assistance grant.

Public Hearing: June 27, 2016
Second Briefing: July 11, 2016
Council Vote: July 25, 2016

David Orr briefed this item. City Manager Whitson made additional comments.

RESULT:	MOVED FORWARD	Next: 6/27/2016 6:00 PM
----------------	----------------------	--------------------------------

4. Resolution No. 2016-062 accepting a petition regarding adoption of the Fire and Police Employee Relations Act to be placed on the November 2016 General Election ballot for the Texarkana Fire Department.

Public Hearing: June 27, 2016
Second Briefing: July 11, 2016
Council Vote: July 25, 2016

City Manager Whitson briefed this item.

RESULT: MOVED FORWARD**Next: 6/27/2016 6:00 PM****VII. PUBLIC HEARINGS**

1. Motion to move Resolution No. 2016-056 up for council vote.

Council Member Veal-Gooch made the motion and Council Member Ray seconded it.

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

Public Hearing: June 13, 2016

Second Briefing: June 27, 2016

Council Vote: July 11, 2016

There were no public comments made at this hearing. Mayor Bruggeman asked the City Secretary for a roll call vote.

(6:57 p.m.)

RESULT:	ADOPTED [5 TO 1]
MOVER:	Josh Davis, Ward 6
SECONDER:	Willie Ray, Ward 2
AYES:	Ray, Veal-Gooch, Matthews, Paddock, Davis
NAYS:	Matlock
EXCUSED:	Bruggeman

3. Motion to move Ordinance No. 2016-057 up for council vote.

(6:57 p.m.)

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

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

Public Hearing: June 13, 2016

Second Briefing: June 27, 2016

Council Vote: July 11, 2016

There were no public comments made at this hearing.

(6:58 p.m.)

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

5. Motion to move Resolution No. 2016-058 up for council vote.

(6:59 p.m.)

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

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

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

There were no public comments made at this hearing.

(6:59 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Willie Ray, Ward 2
AYES:	Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

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

Public Hearing: June 13, 2016
Second Briefing:
Council Vote: June 13, 2016

Brian Goesl, Executive Director of Texarkana Regional Arts & Humanities Council, thanked city staff, especially David Orr and Lisa Thompson, for the support received in moving forward with this application to the Texas Commission for the Arts. Mr. Goesl also asked council to consider an affirmative vote to pass this resolution.

(7:03 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Willie Ray, Ward 2
SECONDER:	Tina Veal-Gooch, Ward 3
AYES:	Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

VIII. SECOND BRIEFING WITH UPDATES - NONE**IX. SECOND BRIEFING WITHOUT UPDATES - NONE****X. ITEMS FOR DISCUSSION**

Staff Updates

City Manager Whitson reminded council that he would be in Austin along with Council Member Matlock, Council Member Ray, and Council Member Davis for the second half of the TML Leadership Academy training and would be out of the office the rest of the week.

Mayor Bruggeman said excellent work is taking place on the resurfacing of old Shilling Road. The project is coming along and it looks very nice.

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council Member Veal-Gooch asked if the next meeting with Riverbend Water Resources District and TAC-East is scheduled for June 22nd and can council members attend the meeting. City Manager Whitson responded, yes, the second meeting is scheduled for June 22nd.

Mr. Whitson also said if one or two council members wanted to attend the meeting that would be fine, however, this is not scheduled to be a public meeting. If four or more council members attended, then it would become a public meeting with the need of a potential quorum notice.

2. City Staff

There were no staff comments.

XII.

1. Motion to Adjourn

A motion was made to adjourn the meeting.

(7:08 PM)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Willie Ray, Ward 2
SECONDER:	Brian Matthews, Ward 4
AYES:	Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

Minutes Finalized - City Secretary & Mayor



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor

Briefing Sheet

Version:
Update Date: 5/24/2016 11:53 AM

Lead Department: City Manager

Action Officer: Jennifer Evans, City Secretary

Subject: Men's Health Week June 13 - 19, 2016

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Men's Health Week increases the awareness of men's health as an extremely important issue, not just for men, but also for women and families.

Men's Health Week is a time for the public to recognize the health needs of the men and boys in their lives.

This is the opportunity to encourage boys and men in the City of Texarkana and the State of Texas to engage in healthy behaviors, regular screenings, and to seek help when it is needed.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Mayor to proclaim Men's Health Week proclamation

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Men's Health Week Proclamation 061316 (PDF)



PROCLAMATION

Men's Health Week

Whereas, despite advances in medical technology and research, men continue to live an average of five years less than women, with Native American and African-American men having the lowest life expectancy; and

Whereas, educating the public and healthcare providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from disease; and

Whereas, men who are educated about the value of preventative health will be more likely to participate in health screening; and

Whereas, fathers who maintain a healthy lifestyle are role models for their children and have happier, healthier children; and

Whereas, Men's Health Network worked with Congress to develop Men's Health Week as a special campaign to help educate men, boys, and their families about the importance of positive health attitudes and preventative health practices; and

Whereas, the Men's Health Week website has been established at www.menshealthweek.org and features resources, proclamations, and information about awareness events; and

Whereas, Texarkana's Men's Health Week will focus on a broad range of men's health issues, including heart disease, diabetes, mental health, prostate, testicular and colon cancer; and

Whereas, the citizens of Texas are encouraged to increase awareness of the importance of a healthy lifestyle, regular exercise, and regular medical check-ups.

NOW THEREFORE, I, Bob Bruggeman, Mayor of the City of Texarkana, Texas, do hereby proclaim the week ending on Father's Day, June 13 – 19, 2016, as:

"Men's Health Week"

in this city and encourage all our citizens to pursue preventative health practices and early detection efforts.

Bob Bruggeman, Mayor

Attest:

Jennifer Evans, City Secretary



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MAY 23, 2016

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

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

Legal Counsel: Jeff Lewis

II. INVOCATION AND PLEDGE BY COUNCIL MEMBER JOSH DAVIS

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

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

Parks & Recreation Events:

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

Minutes Acceptance: Minutes of May 23, 2016 6:00 PM (Consent Items)

June 2nd

Movies in the Park - "The Peanuts Movie"

Spring Lake Park

Movies will start at 7:45 p.m.

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

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

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

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

Presentations

1. 2016 Internship Program Recognition

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

2. 2016 Texarkana Crime Statistics Report

Police Chief Dan Shiner presented the report.

Appointments to Boards & Commissions

There were no appointments made to any board or commission.

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

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

There were no public comments made at Open Forum.

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

(6:47 p.m.)

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

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

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

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

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

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

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

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

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

David Orr briefed this item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 6/13/2016 6:00 PM

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

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

Dusty Henslee briefed this item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 6/13/2016 6:00 PM

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

Public Hearing: June 13, 2016
 Second Briefing:
 Council Vote: June 13, 2016

David Orr briefed this item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 6/13/2016 6:00 PM

VII. PUBLIC HEARINGS - NONE

VIII. SECOND BRIEFING WITH UPDATES - NONE

IX. SECOND BRIEFING WITHOUT UPDATES

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

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

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

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

RESULT: MOVED FORWARD

Next: 6/13/2016 6:00 PM

X. ITEMS FOR DISCUSSION

Staff Updates

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

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council had no administrative comments for staff.

2. City Staff

Staff had no administrative comments for council.

XII. ADJOURNMENT

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Willie Ray, Ward 2
SECONDER: Brian Matthews, Ward 4
AYES: Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED: Bruggeman



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • JUNE 6, 2016

Conference Room

Workshop Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Present	
Tina Veal-Gooch	Ward 3	Present	
Brian Matthews	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Late	6:20 PM

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Kristin Peeples, Kyle Dooley, Robby Robertson, Jim Powell, Dan Shiner, Lisa Thompson, Kevin Schutte, Eric Schlotter, and Jerry Sparks.

Legal Counsel: None

II. MAYOR'S OPENING REMARKS

Mayor Bruggeman welcomed everyone to the workshop and thanked city staff for their efforts and hard work in putting together the Capital Improvement Plan presentation.

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

There were no public comments made at Open Forum.

IV. ITEMS FOR DISCUSSION - CAPITAL IMPROVEMENT PLAN

City Manager Whitson began the presentation highlighting what the city has done in the past in regards to implementing capital projects. Mr. Whitson then outlined why the proposed capital improvement plan would be an efficient tool to move the city forward in future capital planning. The following are initial plan concepts:

Good infrastructure management and investment are needed:
to ensure basic health and safety for citizens

Carefully planned infrastructure investment can:

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

maximize economic potential
improve visual attractiveness of the community

Prudent management of facilities and investments today can:

reduce future operating costs

help avoid:

higher replacement costs
 unexpected crises in the future

A more systematic approach to multi-year financial and capital planning can:

improve the basis for intergovernmental cooperation decisions

enhance opportunities for lower-cost financing

provide access to state and federal aid programs

Mr. Whitson continued the presentation with an explanation of his handouts.

****The City Council took a short break**** (6:50 p.m.)

The City Council reconvened and Mr. Whitson continued his presentation and answered Council members' questions. After discussion, Mayor Bruggeman made final comments and the meeting was adjourned.

V.

1. Motion to Adjourn

A motion was made to adjourn the meeting.

(7:48 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Willie Ray, Ward 2
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman



Jennifer Evans
 City Secretary



Bob Bruggeman
 Mayor

City of Texarkana, Texas

Version: A

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

Briefing Sheet

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

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

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

Not Applicable

Executive Summary and Background Information:

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

Potential Options:

- Approve or Deny

Fiscal Implications:

City of Texarkana, Texas

Elimination of uncollectible balances from the accounts receivable module

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

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

Staff Coordination

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

Meeting History

04/25/16	City Council	MOVED FORWARD	Next: 05/09/16
05/09/16	City Council	MOVED FORWARD	Next: 05/23/16
05/23/16	City Council	MOVED FORWARD	Next: 06/13/16

RESOLUTION NO. 2016 - 051

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

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

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

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

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

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

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

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

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

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

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

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

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

Processing Weed Lot and Demolition Billing Through My Gov Software

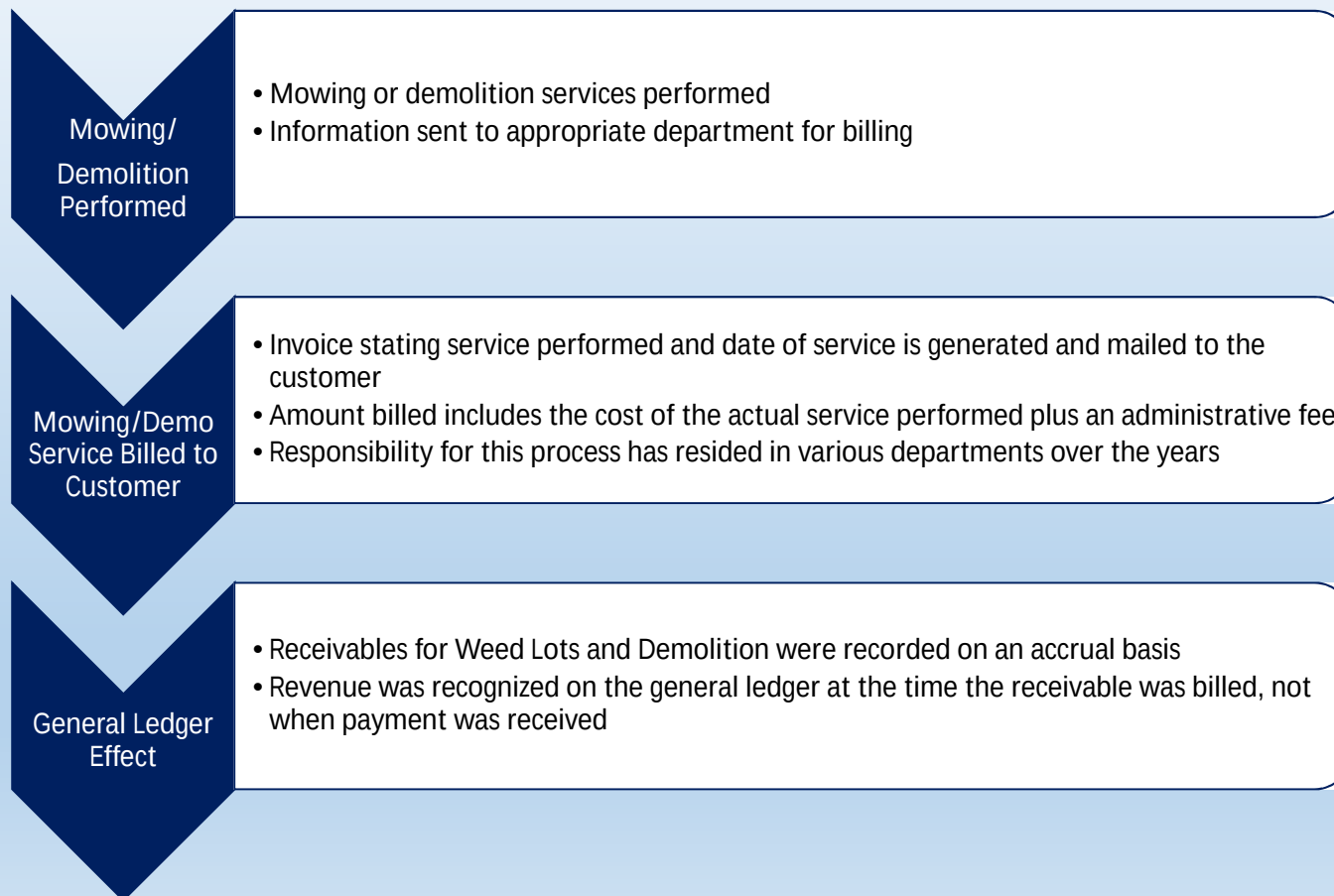
April 25, 2016



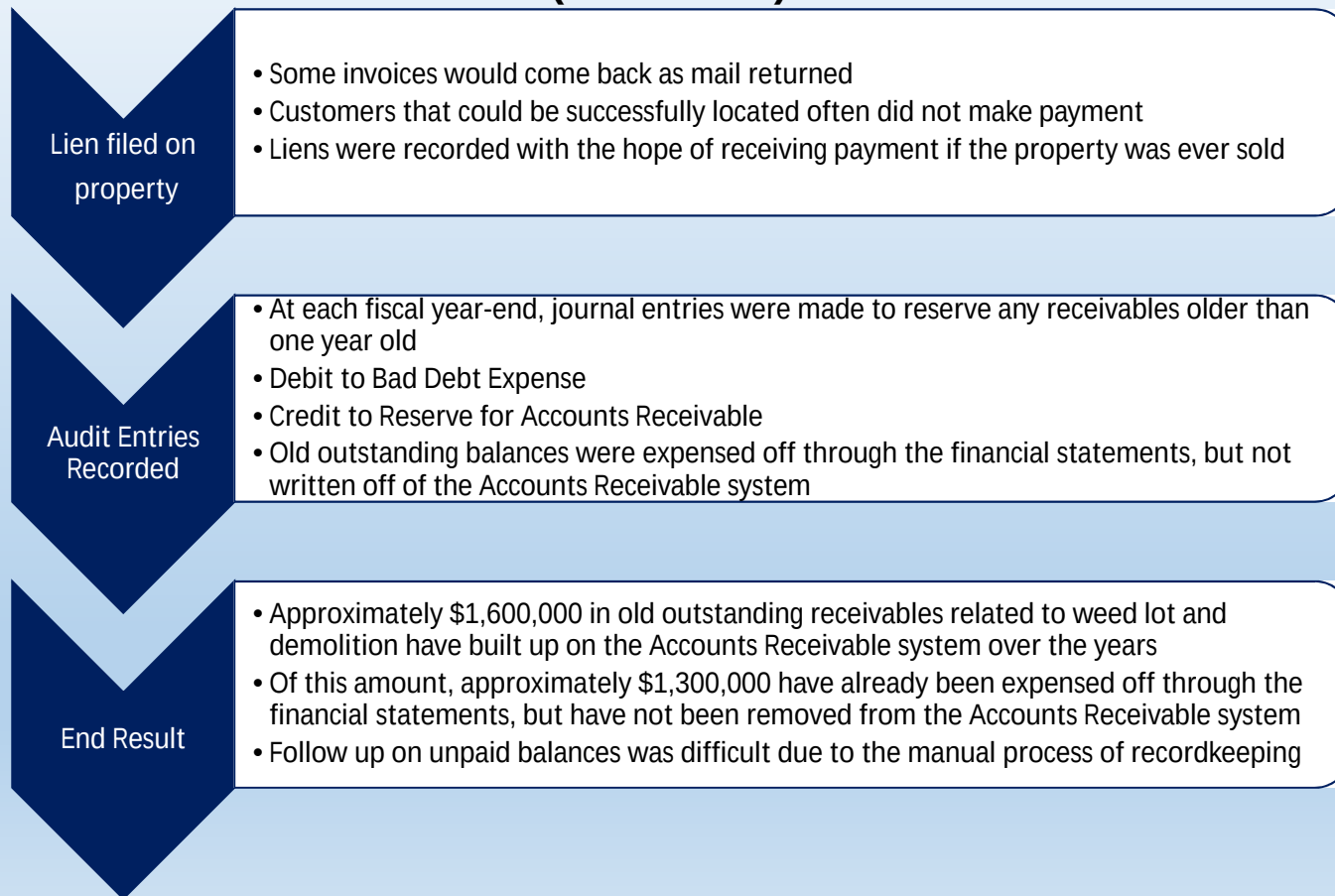
Springbrook Software

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

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



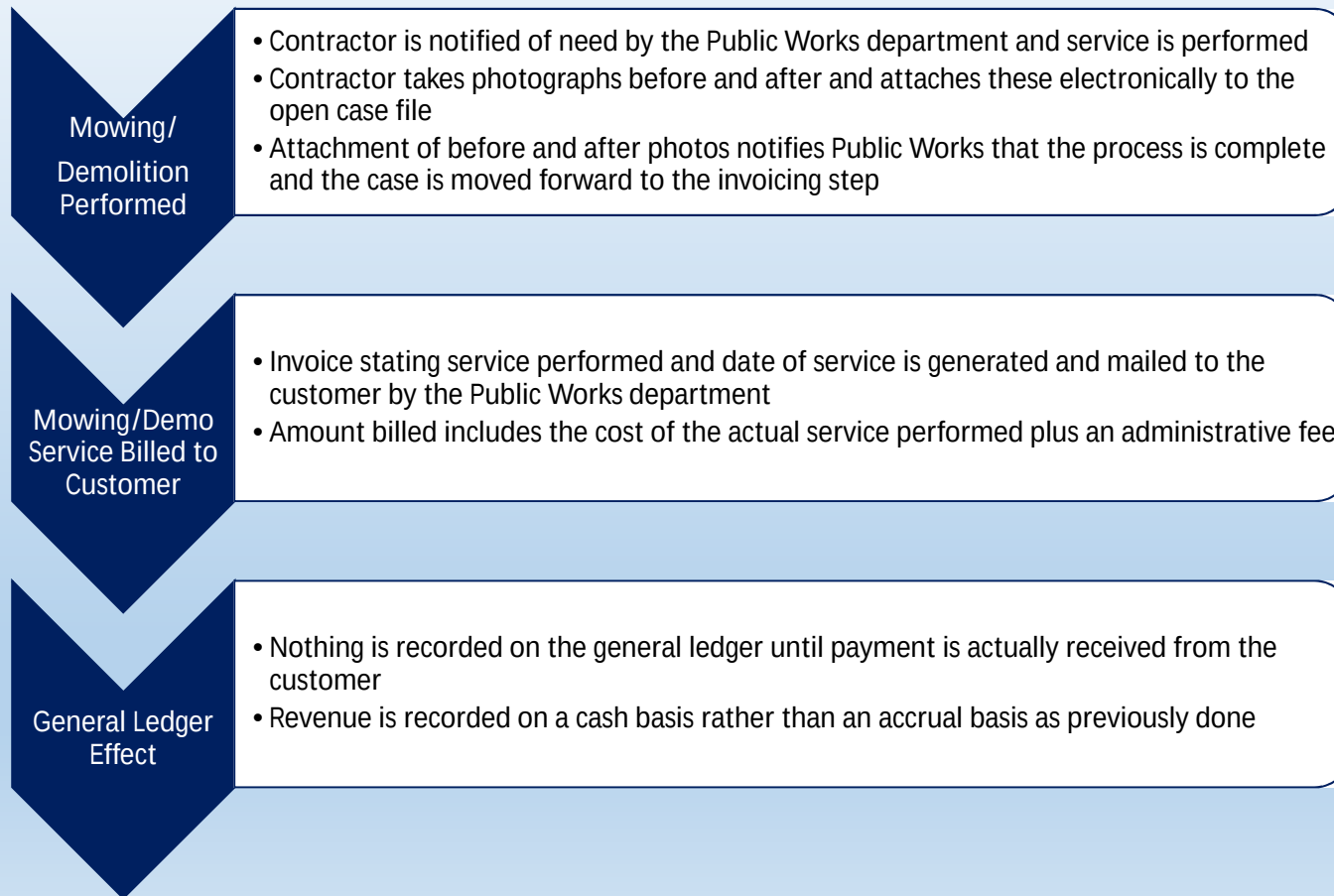
Former Process of Billing Weed Lots and Demolition Through Accounts Receivable Module in Springbrook (Continued)



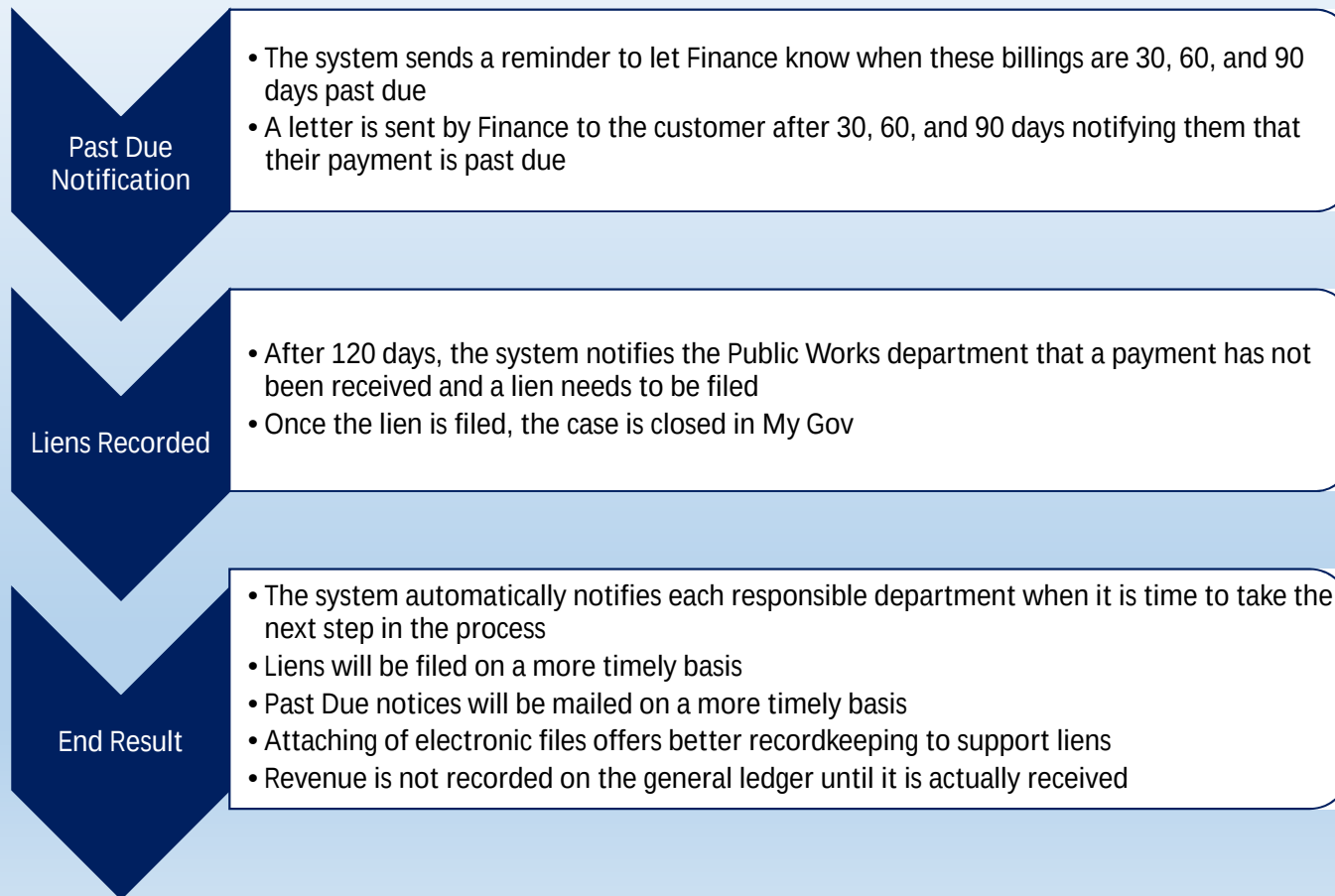
My Gov Software

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

New Process of Billing Weed Lots and Demolition Through My Gov



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



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

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

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

Accounts Receivable Aging Report Recap

EXHIBIT "A"

3/31/2016

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

Proposal For Write-Off

3/31/2016

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

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

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: High

Other Potential Impacts:

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

Public Information Plan:

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

Other:

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

RESOLUTION NO. 2016 - 051

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

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

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

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

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

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

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

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

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

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

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

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:37 p.m.

Attachment: 2016-051 RES Accounts Receivable Write Off signed (1471 : 2016-051 RES accounts receivable write-off)

Accounts Receivable Aging Report Recap

3/31/2016

EXHIBIT "A"

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

Proposal For Write-Off

3/31/2016

Total Receivable Balance as of 3/31/16	2,586,679.56
Under 30 Days	(271,500.68)
30-60 Days	(52,562.08)
60- 90 Days	(380.96)
90-120 Days	(28,970.32)
Bowie County	(653,321.69)
Receivables over 120 days and proposed for write-off	1,579,943.83
Weed lot receivables over 120 days	1,395,019.61
Demolition receivables over 120 days	182,970.58
Other receivables over 120 days	1953.64
Receivables over 120 days and proposed for write-off	1,579,943.83

City of Texarkana, Texas

Version: D

Update Date: 6/7/2016 7:23 AM

Briefing Sheet

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager
Ordinance No. 2016-060 finding and determining the individuals and families who qualify as low-income individuals and families under Sec. 253.010, Tex. Loc. Gov't Code to include in the Property Policy Manual for sale of city acquired land.

Subject: Public **Second** **Council**
Briefing: 7/11/2016 **Hearing:** 6/27/2016 **Briefing:** July 11, 2016 **Vote:** 7/25/2016

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The Director of Planning and Community Development has asked that a change be made to the current policy for the sale of land or property. The City currently puts property out for bid as interested parties inquire to purchase. These procedures and our manual have been adopted by council.

The City was approached by two non-profit organizations who would like us to sell them a lot at a substantially reduced price to assist them in building homes for low income individuals and families. They would like us to by-pass the bidding requirements. This would be a win/win situation for all. The City would get a new tax paying property owner.

To assist, our current policy must be changed. According to Local Government Code Section 253.010 "Sale of Real Property to Certain Nonprofit or Religious Organizations", we must adopt the change by ordinance and establish what is low-income.

The Director of Planning and Community Development and the Purchasing Manager ask Council to approve an ordinance to allow the City to sell property at any amount that the City proposes to the non-profit organizations meeting the definition of low-income.

Potential Options:

- Keep the policy as is
-

Fiscal Implications:

NONE

Staff Recommendation:

Staff recommends passage of this ordinance

City of Texarkana, Texas

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2016-060 ORD Authorizing CM to sell to Nonprofit(DOCX)
- b. Goals and Perspectives (DOCX)

Staff Coordination

Purchasing and Contracting	Sharon Moore	Department Head Review	
Completed	06/07/2016 7:23 AM		
City Attorney	Jeffery C. Lewis	Review	Completed 06/07/2016
10:05 AM			
City Attorney	Sharon Moore	Review	Skipped 05/25/2016
11:00 AM			
Planning and Community Development	David Orr	Review	Completed
06/07/2016 11:06 AM			
Planning and Community Development	Sharon Moore	Review	Skipped
05/25/2016 11:00 AM			
Finance Department	Kristin Peebles	Finance Review	Completed 06/07/2016
11:50 AM			
Finance Department	Sharon Moore	Finance Review	Skipped 05/25/2016
11:00 AM			
Assistant City Manager	Shirley Jaster	Assistant City Manager	
Review	Completed	06/07/2016 11:55 AM	
Public Information Officer	Lisa Thompson	PIO Review	Completed
06/07/2016 11:59 AM			
City Manager	John Whitson	City Manager Review	Completed 06/07/2016
9:20 PM			
City Council	Jennifer Evans	Meeting	Completed 06/13/2016
6:00 PM			

Meeting History

ORDINANCE NO. 2016 - 060

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, FINDING AND DETERMINING THE INDIVIDUALS AND FAMILIES WHO QUALIFY AS LOW-INCOME INDIVIDUALS AND FAMILIES UNDER SECTION 253.010 OF THE TEXAS LOCAL GOVERNMENT CODE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 253.010 of the Texas Local Government Code authorizes the City Council to provide for the manner in which land acquired by the City may be sold to certain specified entities:

Sec. 253.010. SALE OF REAL PROPERTY TO CERTAIN NONPROFIT OR RELIGIOUS ORGANIZATIONS.

(a) Notwithstanding any other provision of law, the governing body of a municipality may provide for the manner in which any land acquired by the municipality may be sold if the land is sold to:

- (1) a nonprofit organization that develops housing for low-income individuals and families as a primary activity to promote community-based revitalization of the municipality;
- (2) a nonprofit corporation described by 26 U.S.C. Section 501(c)(3) that:
 - (A) has been incorporated in this state for at least one year;
 - (B) has a corporate purpose to develop affordable housing that is stated in its articles of incorporation, bylaws, or charter;
 - (C) has at least one-fourth of its board of directors residing in the municipality; and
 - (D) engages primarily in the building, repair, rental, or sale of housing for low-income individuals and families; or
- (3) a religious organization that:
 - (A) owns other property located in the municipality that is exempt from taxation under Section 11.20, Tax Code; and
 - (B) has entered into a written agreement with the municipality regarding the revitalization of the land.

(b) A municipality operating under this section may by ordinance determine the individuals and families who qualify as low-income individuals and families under Subsection (a)(1) or (2). In adopting an ordinance under this subsection, the municipality shall consider median income of individuals and median family income in the area.

WHEREAS, the City Council, by Resolution 2014-056, has approved and adopted a Property Policy Manual; and

WHEREAS, the City Council intends to adopt a new Resolution No. 2016-063 which will approve amendments to the Property Policy Manual for implementation of the provisions of Section 253.010 of the Texas Local Government Code; and

WHEREAS, pursuant to Section 253.010(b) of the Texas Local Government Code, a municipality operating under Section 253.010 may by ordinance determine the individuals and families who qualify as low-income individuals and families under Subsection (a)(1) or (2), and in adopting

such an ordinance shall consider median income of individuals and median family income in the area.

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

SECTION 1: The City Council finds and determines that the individuals and families who qualify as low-income individuals and families under Sections 253.010(a)(1) or (a)(2) of the Texas Local Government Code are those individuals and families whose household income does not exceed the Texarkana, TX - Texarkana, AR Fair Market Rent income limits published annually by the Department of Housing and Urban Development.

SECTION 2: 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 25th day of July, 2016.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas

Version: E

Update Date: 6/7/2016 12:54 PM

Briefing Sheet

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager
Subject: Resolution No. 2016-063 amending the Property Policy Manual to sell city acquired land to non-profit organizations that develop housing for low-income individuals and families and increase surplus/sale authorization for real property with an appraised value not to exceed \$10,000.

Briefing: 7/11/2016 **Public Hearing:** 6/27/2016 **Second Briefing:** July 11, 2016 **Council Vote:** 7/25/2016

Item Schedule**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

The Director of Planning and Community Development has asked that a change be made to the current policy for the sale of land or property. The City currently puts property out for bid as interested parties inquire to purchase. These procedures are in the current property manual that was adopted by council in 2014.

We ask that council pass Ordinance No. 2016-060 allowing the City to sell land to non-profit organizations that assist low-income individuals and families to build homes. Once Ordinance No. 2016-060 is passed, the property manual must be updated to include this revision.

At the same time, we also ask council to amend Section II H of the property manual to granting the City Manager to surplus and sell real property with an appraised value from \$5,000 to \$10,000. This would take into consideration inflation of appraised values in the future.

Potential Options:

- NONE
-

Fiscal Implications:

NONE

Staff Recommendation:

STAFF RECOMMENDS CHANGES TO THE CURRENT PROPERTY MANUAL.

City of Texarkana, Texas

Advisory Board/Committee Review:

NOT APPLICABLE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2016-063 RES Amend Property Man to sell to Non-Profits (DOCX)
- b. 2016-063 RES ATTH 01 Property Policy Manual (DOC)
- c. 2016-063 RES ATTH 02 REVISED Property Policy Manual (DOC)

Staff Coordination

Purchasing and Contracting	Sharon Moore	Department Head Review	
Completed	06/03/2016 3:34 PM		
City Attorney	Jeffery C. Lewis	Review	Completed 06/06/2016
7:23 AM			
Planning and Community Development	David Orr	Review	Completed
06/06/2016 2:12 PM			
Finance Department	Kristin Peeples	Finance Review	Completed 06/06/2016
5:14 PM			
Assistant City Manager	Shirley Jaster	Assistant City Manager	
Review	Completed	06/06/2016 5:29 PM	
Public Information Officer	Lisa Thompson	PIO Review	Completed
06/06/2016 5:30 PM			
City Manager	John Whitson	City Manager Review	Completed 06/07/2016
9:19 PM			
City Council	Jennifer Evans	Meeting	Completed 06/13/2016
6:00 PM			

Meeting History

RESOLUTION NO. 2016 - 063**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING AND ADOPTING AMENDMENTS TO THE PROPERTY POLICY MANUAL; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council, by Resolution 2014-056, has approved and adopted a Property Policy Manual to be used by the Property Manager appointed by the City Manager when buying and selling City property; and

WHEREAS, City staff recommends amendments to the manual, including amendments to implement the provisions of Section 253.010 of the Texas Local Government Code and the related finding and determination of the City Council in Ordinance No. 2016-060 pertaining to the individuals and families who qualify as low-income individuals and families under Section 253.010.

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

SECTION 1: The Property Policy Manual, as amended and set forth in the attached document, is hereby approved and adopted in its entirety.

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 **25th day of July, 2016.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Dated: July 02, 2014



PROPERTY POLICY MANUAL

The City's goals include reducing the number of idle properties held and maintained by the City and encouraging the development of an increased supply of single-family homes occupied by owners. The City strives to accomplish these goals by protecting and encouraging neighborhoods, by creating desirable parts of the City for economic development, while maximizing financial return and public good will and minimizing risks and liabilities for the City.

This policy is intended to address the following objectives:

1. Effectively and efficiently set out the guidelines for the sale of City-owned property;
2. Recognize and provide for the different categories of property held by the City;
3. Coordinate the sale of properties
4. Insure that the decisions to sell, hold or dispose of property reflect considered judgment with regard to both the short-term and long-term goals of the City.

II. GENERAL PROVISIONS

- A. City-owned properties are administered by the Property Manager and are separated into four categories:
 1. Property For Sale
 2. Housing Program Properties
 3. City Facility Properties
 4. Land Bank Properties
- B. A list of properties available for sale shall be created and maintained by the department as determined by the City Manager. Listed properties will fall into either the Properties for Sale (PFS) Program or Housing Program Properties.

Dated: July 02, 2014

- C. All City-owned real property will be sold in accordance with local policy and with any applicable State law including provisions of the Texas Local Government Code, Property Code and Tax Code.
- D. The list of available properties is determined by the City's Property Manager. No properties shall be added or removed from the City's overall inventory without prior approval of the Property Manager in consultation with the City Manager and in accordance with this policy.
- E. All sales are completed with the execution of a deed stating that the property is sold "AS IS", and sold subject to the prior owner's right of redemption, if any. The City makes no warranty concerning zoning or suitability for any specific purpose or use; and it is the buyer's responsibility to examine all applicable building codes and ordinances to determine if the property in question can be used for the buyer's intended purpose
- F. Offers to Purchase property will not be accepted from any Disqualified Buyer. A Disqualified Buyer is anyone with:
 - 1. A delinquent tax account for City, School, College or County Taxing Entities;
 - 2. Past due amounts owed to the City for mowing, water bills, library fines, hotel, sales tax, abatement of other nuisances by the City or demolition of substandard structures; or
 - 3. In current violation of any City code and/or ordinance related to real estate.
- G. The proposed purchase of property by a City employee will be disclosed to the City Council and notice will be provided to the public on the agenda published for the City Council meeting at which approval of the sale is sought.
- H. This policy grants the City Manager, or his/her designee, authority to surplus and sell real property with a selling price up to \$5,000.00. Any single transaction exceeding this amount shall be approved by City Council.
- I. The policy grants the City Manager, or his/her designee, authority to release liens on City owned property that would otherwise be unsellable.
- J. The City shall not accept any donation, gift, trade or purchase of a property which includes an existing structure without obtaining an environmental assessment, including asbestos sampling and obtaining City Council approval prior to acceptance.

Dated: July 02, 2014

III. DEFINITIONS

- A. Adjoining Landowners: Landowners whose property borders the property in question.
- B. City-Owned Facility Property: Property that is the site of a City facility or is planned for development as a City facility. This property is not for sale.
- C. Exempt Property that cannot be developed independently: Property that is characterized as a narrow strip of land, or land that because of its shape, lack of access to public roads or utilities, or small area, cannot be developed independently under its current zoning or under applicable subdivision or other development control ordinances.
- D. Housing Program Property: Property that has been transferred to the Planning and Community Development Department to be sold using one or more of the Housing Programs.
- E. PFS Program Properties: Include all sellable properties, which have not been transferred to Planning and Community Development or have been returned to Property Management to be sold.
- F. Land Bank Property: Properties that because of their physical characteristics and/or location have the potential to serve as a catalyst for economic development, protect an important resource, or contribute to the stabilization or revitalization of an area.
- G. Minimum Bid: It is the lowest acceptable price set for a specific property.
- H. Non-Tax Foreclosed Property: property acquired by the City through a method other than tax foreclosure (i.e. gift, bequest, purchase).

IV. RESPONSIBILITIES OF THE PROPERTY MANAGER

- A. The Property Manager shall perform or direct the performance of a variety of tasks associated with the sale, management and oversight of City-owned properties in order to further the City's goals of housing, economic and community development.
- B. The responsibilities of the Property Manager shall include the following:
 - 1. Manage and maintain the entire City-owned real property inventory;
 - 2. Determine the appropriate property category for each property;

Dated: July 02, 2014

3. Serve as the City representative by responding to any public inquiries concerning the available property list;
4. Monitor all public sale processes to ensure that City policies remain consistent;
5. Prepare proposed sale packets for City Council review after an offer of purchase or high bid has been received.

V. PROCEDURES FOR THE SALE OF CITY OWNED PROPERTY

1. The Property Manager will prepare an "Invitation to Bid" document that will specify the following:
 - the address of the property
 - a minimum bid price for the property
 - the date bids will be opened
 - deposit requirements and rules
 - any restrictions on the property
 - The Property Manager may establish a minimum bid amount at his/her discretion and may increase the minimum bid amount to allow for full or partial recovery of expenses incurred by the City, depending on the marketability of the property.
 - Any costs subject to being included in the minimum bid must be documented in the subject property file as a means of validating the actual expense incurred.
 - Notice of the opportunity to bid will be published in accordance with the requirements of Local Government Code Section 272.001, which requires publication of notice in a newspaper of general circulation on two separate occasions. The sale will not be executed until at least the 14th day after the second advertisement is published, unless the sale meets one of the exceptions of Local Government Code Section 272.001.
2. A deposit will be required to bid on the purchase of any City property. The deposit amount shall be equal to five percent (5%) of the bid amount. All deposits received will be retained until the sale is executed and full payment is received. Deposit refunds will be made to all non-winning bidders no later than the closest Friday within five business days after the City's receipt of payment on the transaction.
3. Once the bids are opened, and the best bid has been determined, unless the City chooses to follow the "upset bid" process described in Item 5 below, the bidder will be qualified or disqualified in accordance with the provisions of Item F, in

Dated: July 02, 2014

Section II, General Provisions, above. If the bidder is qualified, the City will send a reward letter, and the bidder must pay the total amount of the bid offered to the city within five business days following the award. Payment must be in the form of cash, personal check, certified check or cashier's check made payable to the City of Texarkana, Texas. Any checks returned to the City upon presentation for deposit will be subject to the City's usual collection procedures and fees.

4. If the bidder is disqualified, or if the payment terms of item 3 are not met, the first bid will be rejected and the second bid accepted, unless the City elects to use the "upset bid" process described below in Item 5, with that bidder having five days after notification of the award to tender payment.
5. After the opportunity to bid is published, bids are opened and the best bid is determined, the City may then, at its discretion, advertise the property for an "upset" bid. To begin the upset bid process, the City will publish notice of the offer on its website. Such notice will contain a general description of the property, the amount and terms of the offer, and a notice that within ten (10) days any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars and five percent (5%) of the remainder of the advertised bid price. A bidder who makes an offer in response to this notice will be required to place on deposit with the City an amount that is not less than five percent (5%) of the new bid amount. The City will then re-advertise the offer on the City's website at the increased bid amount, and this process will continue until no further qualifying bids are received, at which time the City may accept the offer and sell the property to the highest bidder. The rules of deposit from Item 2 above apply to this process, as do the rules of payment in Item 3. The City may at any and all times reject all offers.
6. If the bidder is qualified, the City will send a reward letter, and the bidder must pay the total amount of the bid offered to the city within five business days following the award. Payment must be in the form of cash, personal check, certified check or cashier's check made payable to the City of Texarkana, Texas. Any checks returned to the City upon presentation for deposit will be subject to the City's usual collection procedures and fees.
7. If the bidder is disqualified, or if the payment terms of Item 4 are not met, the first bid will be rejected and the second bid accepted, with that bidder having five days after notification of the award to tender payment.
8. All deposits presented to the City as a result of the bid process will be retained until the final sale is executed and payment is received. Once the sale process is

Dated: July 02, 2014

complete all deposits placed by unsuccessful bidders will be returned no later than the closest Friday within five business days after the City's receipt of payment on the transaction.

VI. PLANNING AND COMMUNITY DEVELOPMENT

- A. Planning and Community Development Department administers programs for the construction of residences. The programs are designed to achieve the City of Texarkana's goals to stabilize and revitalize our neighborhoods' aging stock through high quality rehabilitation and reconstruction. In addition, there are new construction and acquisition assistance programs available for a variety of housing needs. These housing programs will create housing opportunities to address the entire spectrum of citywide needs including homelessness, special needs, affordable housing and upper scale developments.
- B. Returned Housing Properties: In the event a property cannot be sold through a Planning and Community Development program within a 6 month period, it may be returned to the City's available property list. The minimum sale price for these properties may be set by the Property Manager with approval from the City Manager. Properties may be sold for general ownership and neighborhood improvement requiring buyer to execute a Disclaimer and Conditions of Sale Agreement included in bid document.

Dated: July 02, 2014

SAMPLE BID DOCUMENT

SUBMIT TO: CITY OF , TEXARKANA GENERAL SERVICES DIVISION MAILING ADDRESS: P O BOX 1967 TEXARKANA, TEXAS 75504 EXPRESS MAIL ADDRESS: 220 TEXAS BLVD TEXARKANA, TEXAS 75501			
CONTACT PERSON: Sharon Moore			
TEL: 903-798-3976 FAX: 903-798-3922 moores@txkusa.org			
TITLE: Sale of City Owned Property 1234 Longhorn Way, Texarkana, Texas		NUMBER: 13-0000-14	SUBMITTAL DEADLINE: March 14, 2013 @ 2:00 PM CST
PRE BID DATE, TIME AND LOCATION: NONE			<i>SUBMITTALS RECEIVED AFTER ABOVE DATE AND TIME WILL NOT BE CONSIDERED</i>
Enter Respondent Name:			
Enter Mailing Address:			
Enter the following information: Telephone Number: () _____ - _____ Fax Number: () _____ - _____ Email Address: _____ Federal Tax ID Number or Social Security Number			

IN COMPLIANCE WITH THIS SOLICITATION, THE UNDERSIGNED BIDDER HAVING EXAMINED THE INVITATION TO BID AND SPECIFICATIONS, AND BEING FAMILIAR WITH THE CONDITIONS TO BE MET, HEREBY SUBMITS THE FOLLOWING BID FOR FURNISHING THE MATERIAL, EQUIPMENT, LABOR AND EVERYTHING NECESSARY FOR PROVIDING THE ITEMS LISTED ON THE ATTACHED BID FORM AND AGREES TO DELIVER SAID ITEMS AT THE LOCATIONS AND FOR THE PRICES SET FORTH ON THE BID FORM. AN INDIVIDUAL AUTHORIZED TO BIND THE COMPANY MUST SIGN THE FOLLOWING SECTION. FAILURE TO EXECUTE AND SIGN THIS PORTION MAY RESULT IN BID REJECTION.

 Authorized Signature

 Title

 Print/Type Name

 Date

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR RESPONSE.

Attachment: 2016-063 RES ATTH 01 Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: July 02, 2014

BID FORM

	Description	Quantity	Unit	Bid Amount
1	Sale of City owned Property: Location: 1234 Longhorn Way Texarkana, TX. Legal: Ghios Addition, S60', Lots 7, 8, 5911/042 09/22/10 .14 Acres, PIDN: 19785, Account No. 08460006800 Minimum Bid Requirement: \$10,000.00 Bid shall comply with all attached requirements for submitting bid.	1	LOT	\$

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR RESPONSE.

Dated: July 02, 2014

PART I GENERAL CONDITIONS

**** PLEASE READ CAREFULLY ****

THESE GENERAL CONDITIONS APPLY TO ALL BIDS AND BECOME A PART OF THE TERMS AND CONDITIONS OF ANY BID SUBMITTED AND SUBSEQUENT PURCHASE ORDER OR CONTRACT. THE CITY SHALL MEAN THE CITY OF TEXARKANA, TEXAS.

1. **REQUIRED INFORMATION:** The bid form section of the bid packet must be completed prior to the date and time set for the bid opening and included with the bid packet or the vendor will be found non-responsive.
 2. **INSTRUCTIONS:** These instructions apply to all quotations and become a part of terms and conditions of any bid packet submitted and subsequent purchase order or contract.
 3. **AWARD:** The City of Texarkana, Texas reserves the right to accept or reject any and all bids in whole or in part and waive any minor technicality and enter into contract deemed to provide the **best value** to the City.
 - 3.1 The contract may be awarded either to the highest responsible bidder or to the bidder who provides development services at the best value for the City. In determining the best value for the City, the City may consider:
 - (a) The purchase price;
 - (b) The reputation and development experience of the bidder;
 - (c) The quality of the bidder's development and/or construction;
 - (d) The extent to which the development and/or construction meet the City's community and economic development needs;
 - (e) The bidder's past relationship with the City; including zoning and code compliance related to construction, livability, and maintenance (property owners whose current inventory of properties includes condemned, abandoned, red-tagged, or, in the assessment of the City substandard properties, and/or holding property with liens are not eligible to bid, until or unless all properties are brought into compliance with relevant building and property maintenance codes and all liens are cleared;
 - (f) The impact on the ability of the City to comply with laws and rules relating to contracting with Historically Underutilized Businesses and non-profit organizations employing persons with disabilities;
 - (g) The total long-term cost for the City, and
 - (h) Any relevant criteria specifically listed in the Invitation to Bid.
 - 3.2 All bids are evaluated for compliance with specifications before the bid price is considered. Failure to comply with the listed General Conditions may result in disqualification of bid.
 - 3.3 In case of tie bids, preference will be given to local bidders that meet all other established criteria.
- Responsible Bidder Criteria:** The City shall consider only responsible Bidders. Responsible Bidders are those that have, in the sole judgment of the City, the financial ability, experience, resources, skills, capability, reliability and business integrity necessary to perform the requirements of the contract. The City may also consider references, tenant complaints and financial stability in determining a responsible Bidder.

Attachment: 2016-063 RES ATTH 01 Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: July 02, 2014

4. **ASSIGNMENT:** The successful bidder shall not sell, assign, transfer or convey this contract in whole, or part, without the prior written consent of the City Manager or his/her designee.
5. **LATE BIDS:** Bid packets received after submission deadline shall be returned unopened and will be considered void and unacceptable. The City is not responsible for the lateness of mail carrier, weather conditions, etc.
6. **ALTERING BIDS:** Bid prices cannot be altered or amended after submission deadline. Any interlineation alteration or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.
7. **WITHDRAWAL OF BIDS:** A bid price may not be withdrawn or canceled by the bidder for a period of ninety (90) days following the date designated for the receipt of bids without written approval of the City Manager or his/her designee, and bidder so agrees upon submittal of bid.
8. **CHANGE ORDERS:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City of Texarkana, Texas.
9. **ADDENDA:** Any interpretations, corrections or changes to this bid packet will be made by addenda. Sole issuing authority shall be vested in the City of Texarkana, Texas City Manager or his/her designee. Addenda will be sent to all who are known to have received a copy of this bid packet. If the addenda contain changes to the "specification" or "bid form", bidders shall acknowledge receipt of all addenda or they will be declared non-responsive.
10. **INDEMNIFICATION AGREEMENT:** Contractor, for itself and its agents, employees and subcontractors, shall defend, indemnify, and hold the City, its officers, agents, employees, contractors, elected officials, legal representatives, successors and assigns (collectively the "City"), harmless from all liability, suits, causes of action, lawsuits, judgments, claims, damages, penalties, fines, costs, fees or expenses, including attorney's fees and costs of defense, for any environmental issues contained within or on the property, injury to or the death of any person or damage to or destruction of any property arising out of or resulting from or based upon, in whole or part, any act or omission of contractor, its officers, employees, contractors, subcontractors and agents under this contract.
11. Property is sold "AS IS" and bidder assumes all responsibility for condition of property including but not limited to environmental issues, liens, removal or eviction of occupants and their possessions, and materials, fixtures, vehicles, debris, and rubbish, on property at time of bid.
12. **TERMINATION FOR DEFAULT:** The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to perform in accordance with these specifications.
13. **VENUE:** This agreement will be governed and constructed according to the laws of the State of Texas. This agreement is performable in Bowie County, Texas.
14. **NO PROHIBITED INTEREST:** Bidder acknowledges and represents that they are aware of the laws, City charter, and City code of conduct regarding conflicts of interest. The City charter states that "no officer or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, nor shall be financially interested, directly or indirectly, in the sale to the City of any land, or rights or interest in any land, materials, supplies or service".
15. **PREPARATION COST:** The City will not be liable for any costs associated with the preparation, transmittal, or presentation of any proposals or materials submitted in response to any bid, quotation,

Dated: July 02, 2014

or proposal. Bidder assumes all cost associated with the transfer of property, including but not limited to surveys. Any desired property studies or reports, title searches and closing costs.

16. **MINOR DEFECT:** The City reserves the right to waive any minor defect, irregularity, or informality in any bid. The City may also reject any or all bids without cause prior to award.
17. **BID OPENINGS:** All bids submitted will be read at the City's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should not be construed as a comment on the responsiveness of such bid or as any indication that the City accepts such bid as responsive. The City will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, City of Texarkana, Texas project documents, including but not limited to the project specifications and contract documents. The City will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.
18. **FORCE MAJEURE:** Neither party shall be held responsible for losses or damages hereunder, if the fulfillment of any terms of provisions of the contract is delayed or prevented by strike, walkouts, acts of god, or public enemy, fire, or flood.
19. **CONFLICT OF INTEREST:** The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of the City of Texarkana, Texas. By signing and executing this bid, the bidder certifies and represents to the City the bidder has not offered, conferred or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantage, information, recipient's decision, opinion, recommendation, vote or any other exercise of discretion concerning this bid.
20. **PERMITS:** Successful bidder is responsible for obtaining any and all City permits the construction or renovation/remolding job requires within 90 days of property acquisition. Bidder agrees to keep all permits current through construction period. Bidder agrees to complete construction within 365 days of property acquisition. Bidder agrees property will not be occupied until the City issues a Certificate of Occupancy. Renovation and new construction will be conducted in accordance with City specifications, code, ordinances, and applicable State and Federal laws.
21. **DEMOLITION:** If demolition is required or to be performed on the property the successful bidder agrees to obtain a demolition permit within 90 days of property acquisition and to maintain the permit until completion project. Bidder agrees to demolish the property and remove all debris from the site within 180 days of property acquisition. Demolition will be conducted in accordance with City specifications, code, ordinances, and applicable State and Federal laws.
22. **TRANSFER OF PROPERTY:** Owner agrees to hold property for minimum of 12 months. Exception: If the property is issued a Certificate of Occupancy prior to the expiration of the 12 month ownership requirement, the owner may sell the property to another buyer. The City at its discretion may accept the property back from the owner should the owner believe they would not be able to complete the project within the specified time frames. All costs associated with the transfer of the property back to the City will be borne by the owner.
23. **ZONING:** All modifications to property or new construction on property must comply with City of Texarkana Texas neighborhood design and zoning requirements and guidelines.

Dated: July 02, 2014

Part II
ADDITIONAL CONDITIONS

The following are additional conditions to the award of any bid:

- A. The successful bidder will provide the full name of the purchaser as it should appear in an instrument of conveyance
- B. The property shall be sold **“AS IS”**.
- C. The successful bidder shall pay for all costs associated with conveyance of title including, but not limited to, attorney’s fees, title insurance, filling fees, etc.
- D. The attached “Deed Without Warranty” is the instrument the City will use to convey the tract of land.
- E. No City employee shall have a direct or indirect financial interest in any contract with the City, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the City.
- F. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person’s affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Texarkana not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. Chapter 176 and the questionnaire may be found at <http://www.ci.texarkana.tx.us/departments/purchasing/conflict-of-interest.html>. By submitting a response to this request, vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Attachment: 2016-063 RES ATTH 01 Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: July 02, 2014

Disclaimers and Conditions of Sale Agreement

RETURN THIS FORM WITH BID

I, _____, as bidder and potential buyer of the property located at _____, do hereby agree and accept that this transaction is contingent upon the following terms and conditions:

Disclaimers

- a. the property is being sold on an "AS IS" basis;
- b. the City of Texarkana makes no warranty concerning zoning or suitability of the property for any specific purpose or use;
- c. Property is sold "**AS IS**" bidder assumes all responsibility for condition of property including but not limited to environmental issues, liens, removal or eviction of occupants and their possessions, and materials, fixtures, vehicles, debris, and rubbish, on property at time of bid;
- d. it is buyer's responsibility to examine all applicable building codes and ordinances to determine if the property in question can be used for buyer's intended purpose. All modifications to property or new construction on property must comply with City of Texarkana Texas neighborhood design and zoning requirements and guidelines
- e. if the property being purchased includes a structure and the condition of that structure is in violation of any construction and building codes, all violations and deficiencies must be repaired/renovated in strict adherence with the procedures and timelines specified in the related Code Inspection Condition Report. **No work can begin until the property has been legally conveyed to the Buyer and appropriate permits are issued.**

Conditions

- a. the buyer must, at all times, maintain the property at or above all City Code Standards;
- b. the buyer may not sell this property until the property has been demolished and cleared, renovation, or new construction has been completed in accordance with City specifications, code, ordinances, and applicable State and Federal laws. Failure of the buyer to fully comply may, at the city's sole discretion, result in additional compensation to be paid by buyer to the city equal to 50% of the initial purchase price and any profit realized from the prohibited re-sale shall be paid to the city as a penalty for breach of terms and conditions of the initial sale.
- c. in the event, at any time, the buyer elects to build a structure on the purchased property, the buyer acknowledges that such structure must be compatible with the neighborhood character and style of other structures located in the same block and must be formally approved in advance by the related City of Texarkana inspections and/or plan review departments in accordance with city ordinances.

Agreed and Accepted:

Bidder's Name

Date

Dated: July 02, 2014

This document will be executed by the successful bidder.

DEED WITHOUT WARRANTY

STATE OF TEXAS

§

§ **KNOW ALL BY THESE PRESENTS: COUNTY OF**

BOWIE

§

That the City of Texarkana, Texas, a Texas home-rule municipality ("Grantor"), for and in consideration of _____ dollars and _____ cents **(\$0.00)** and other good and valuable consideration to Grantor, the receipt and sufficiency of which is hereby acknowledged, paid in hand by the _____, ("Grantee"), has **GRANTED, SOLD AND CONVEYED**, and by these presents does **GRANT, SELL AND CONVEY** unto Grantee all that certain lot, tract, or parcel of land situated in the County of Bowie, State of Texas, and more particularly described in bid documents xx-xxxx-xx attached hereto and incorporated herein by reference (the "Land");

Location: 1234 Longhorn Way, Texarkana, TX.

Legal: Ghios Addition, S60', Lots 7, 8, 5911/042 09/22/10
.14 Acres, PIDN: 19785, Account No. 08460006800

City of Texarkana, Bowie County, Texas

THIS DEED IS MADE WITHOUT WARRANTY, EXPRESS OR IMPLIED, AND GRANTOR EXPRESSLY DISCLAIMS, EXCEPTS AND EXCLUDES ANY AND ALL WARRANTIES OF TITLE OR OTHERWISE FROM THIS CONVEYANCE, INCLUDING - WITHOUT LIMITATION - ANY WARRANTIES ARISING UNDER COMMON LAW OR UNDER SECTION 5.023 OF THE TEXAS PROPERTY CODE OR OTHER STATUTE. BY ACCEPTANCE OF THIS DEED, GRANTEE ACKNOWLEDGES THAT THE LAND IS CONVEYED "AS IS - WHERE IS, WITH ALL FAULTS".

TO HAVE AND TO HOLD the Land, together with all and singular the rights and appurtenances thereto and in anywise belonging unto Grantee, his heirs, successors and assigns forever; **WITHOUT WARRANTY AND SUBJECT IN ALL RESPECTS TO THE DISCLAIMERS SET FORTH ABOVE.**

EXECUTED this the _____ day of _____, 20____

GRANTOR:

CITY OF TEXARKANA, TEXAS

CITY MANAGER

Attachment: 2016-063 RES ATTH 01 Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: July 02, 2014

ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF BOWIE

§ §
 §

This instrument was acknowledged before me on the _____ day of _____, 20_____, by _____, City Manager of the City of Texarkana, Texas, on behalf of the City.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 20____.

Notary Public in and for the State of Texas

Attachment: 2016-063 RES ATTH 01 Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: _____, 2016



PROPERTY POLICY MANUAL

The City's goals include reducing the number of idle properties held and maintained by the City and encouraging the development of an increased supply of single-family homes occupied by owners. The City strives to accomplish these goals by protecting and encouraging neighborhoods, by creating desirable parts of the City for economic development, while maximizing financial return and public good will and minimizing risks and liabilities for the City.

This policy is intended to address the following objectives:

1. Effectively and efficiently set out the guidelines for the sale of City-owned property;
2. Recognize and provide for the different categories of property held by the City;
3. Coordinate the sale of properties
4. Insure that the decisions to sell, hold or dispose of property reflect considered judgment with regard to both the short-term and long-term goals of the City.

II. GENERAL PROVISIONS

- A. City-owned properties are administered by the Property Manager and are separated into four categories:
 1. Property For Sale
 2. Housing Program Properties
 3. City Facility Properties
 4. Land Bank Properties
- B. A list of properties available for sale shall be created and maintained by the department as determined by the City Manager. Listed properties will fall into either the Properties for Sale (PFS) Program or Housing Program Properties.

Dated: _____, 2016

- C. All City-owned real property will be sold in accordance with local policy and with any applicable State law including provisions of the Texas Local Government Code, Property Code and Tax Code.
- D. The list of available properties is determined by the City's Property Manager. No properties shall be added or removed from the City's overall inventory without prior approval of the Property Manager in consultation with the City Manager and in accordance with this policy.
- E. All sales are completed with the execution of a deed stating that the property is sold "AS IS", and sold subject to the prior owner's right of redemption, if any. The City makes no warranty concerning zoning or suitability for any specific purpose or use; and it is the buyer's responsibility to examine all applicable building codes and ordinances to determine if the property in question can be used for the buyer's intended purpose
- F. Offers to Purchase property will not be accepted from any Disqualified Buyer. A Disqualified Buyer is anyone with:
 - 1. A delinquent tax account for City, School, College or County Taxing Entities;
 - 2. Past due amounts owed to the City for mowing, water bills, library fines, hotel, sales tax, abatement of other nuisances by the City or demolition of substandard structures; or
 - 3. In current violation of any City code and/or ordinance related to real estate.
- G. The proposed purchase of property by a City employee will be disclosed to the City Council and notice will be provided to the public on the agenda published for the City Council meeting at which approval of the sale is sought.
- H. This policy grants the City Manager, or his/her designee, authority to surplus and sell real property with an appraised value per Bowie Central Appraisal District not to exceed **\$10,000.00**. Any single transaction exceeding this amount shall be approved by City Council.
- I. The policy grants the City Manager, or his/her designee, authority to release liens on City owned property that would otherwise be unsellable.
- J. The City shall not accept any donation, gift, trade or purchase of a property which includes an existing structure without obtaining an environmental assessment, including asbestos sampling and obtaining City Council approval prior to acceptance.

Dated: _____, 2016

III. DEFINITIONS

- A. Adjoining Landowners: Landowners whose property borders the property in question.
- B. City-Owned Facility Property: Property that is the site of a City facility or is planned for development as a City facility. This property is not for sale.
- C. Exempt Property that cannot be developed independently: Property that is characterized as a narrow strip of land, or land that because of its shape, lack of access to public roads or utilities, or small area, cannot be developed independently under its current zoning or under applicable subdivision or other development control ordinances.
- D. Housing Program Property: Property that has been transferred to the Planning and Community Development Department to be sold using one or more of the Housing Programs.
- E. PFS Program Properties: Include all sellable properties, which have not been transferred to Planning and Community Development or have been returned to Property Management to be sold.
- F. Land Bank Property: Properties that because of their physical characteristics and/or location have the potential to serve as a catalyst for economic development, protect an important resource, or contribute to the stabilization or revitalization of an area.
- G. Minimum Bid: It is the lowest acceptable price set for a specific property.
- H. Non-Tax Foreclosed Property: property acquired by the City through a method other than tax foreclosure (i.e. gift, bequest, purchase).

IV. RESPONSIBILITIES OF THE PROPERTY MANAGER

- A. The Property Manager shall perform or direct the performance of a variety of tasks associated with the sale, management and oversight of City-owned properties in order to further the City's goals of housing, economic and community development.
- B. The responsibilities of the Property Manager shall include the following:
 - 1. Manage and maintain the entire City-owned real property inventory;
 - 2. Determine the appropriate property category for each property;

Dated: _____, 2016

3. Serve as the City representative by responding to any public inquiries concerning the available property list;
4. Monitor all public sale processes to ensure that City policies remain consistent;
5. Prepare proposed sale packets for City Council review after an offer of purchase or high bid has been received.

V. PROCEDURES FOR THE SALE OF CITY OWNED PROPERTY

1. The Property Manager will prepare an "Invitation to Bid" document that will specify the following:
 - the address of the property
 - a minimum bid price for the property
 - the date bids will be opened
 - deposit requirements and rules
 - any restrictions on the property
 - The Property Manager may establish a minimum bid amount at his/her discretion and may increase the minimum bid amount to allow for full or partial recovery of expenses incurred by the City, depending on the marketability of the property.
 - Any costs subject to being included in the minimum bid must be documented in the subject property file as a means of validating the actual expense incurred.
 - Notice of the opportunity to bid will be published in accordance with the requirements of Local Government Code Section 272.001, which requires publication of notice in a newspaper of general circulation on two separate occasions. The sale will not be executed until at least the 14th day after the second advertisement is published, unless the sale meets one of the exceptions of Local Government Code Section 272.001.
2. A deposit will be required to bid on the purchase of any City property. The deposit amount shall be equal to five percent (5%) of the bid amount. All deposits received will be retained until the sale is executed and full payment is received. Deposit refunds will be made to all non-winning bidders no later than the closest Friday within five business days after the City's receipt of payment on the transaction.
3. Once the bids are opened, and the best bid has been determined, unless the City chooses to follow the "upset bid" process described in Item 5 below, the bidder will be qualified or disqualified in accordance with the provisions of Item F, in

Dated: _____, 2016

Section II, General Provisions, above. If the bidder is qualified, the City will send a reward letter, and the bidder must pay the total amount of the bid offered to the city within five business days following the award. Payment must be in the form of cash, personal check, certified check or cashier's check made payable to the City of Texarkana, Texas. Any checks returned to the City upon presentation for deposit will be subject to the City's usual collection procedures and fees.

4. If the bidder is disqualified, or if the payment terms of item 3 are not met, the first bid will be rejected and the second bid accepted, unless the City elects to use the "upset bid" process described below in Item 5, with that bidder having five days after notification of the award to tender payment.
5. After the opportunity to bid is published, bids are opened and the best bid is determined, the City may then, at its discretion, advertise the property for an "upset" bid. To begin the upset bid process, the City will publish notice of the offer on its website. Such notice will contain a general description of the property, the amount and terms of the offer, and a notice that within ten (10) days any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars and five percent (5%) of the remainder of the advertised bid price. A bidder who makes an offer in response to this notice will be required to place on deposit with the City an amount that is not less than five percent (5%) of the new bid amount. The City will then re-advertise the offer on the City's website at the increased bid amount, and this process will continue until no further qualifying bids are received, at which time the City may accept the offer and sell the property to the highest bidder. The rules of deposit from Item 2 above apply to this process, as do the rules of payment in Item 3. The City may at any and all times reject all offers.
6. If the bidder is qualified, the City will send a reward letter, and the bidder must pay the total amount of the bid offered to the city within five business days following the award. Payment must be in the form of cash, personal check, certified check or cashier's check made payable to the City of Texarkana, Texas. Any checks returned to the City upon presentation for deposit will be subject to the City's usual collection procedures and fees.
7. If the bidder is disqualified, or if the payment terms of Item 4 are not met, the first bid will be rejected and the second bid accepted, with that bidder having five days after notification of the award to tender payment.
8. All deposits presented to the City as a result of the bid process will be retained until the final sale is executed and payment is received. Once the sale process is

Dated: _____, 2016

complete all deposits placed by unsuccessful bidders will be returned no later than the closest Friday within five business days after the City's receipt of payment on the transaction.

VI. PLANNING AND COMMUNITY DEVELOPMENT

- A. Planning and Community Development Department administers programs for the construction of residences. The programs are designed to achieve the City of Texarkana's goals to stabilize and revitalize our neighborhoods' aging stock through high quality rehabilitation and reconstruction. In addition, there are new construction and acquisition assistance programs available for a variety of housing needs. These housing programs will create housing opportunities to address the entire spectrum of citywide needs including homelessness, special needs, affordable housing and upper scale developments.
- B. Returned Housing Properties: In the event a property cannot be sold through a Planning and Community Development program within a 6 month period, it may be returned to the City's available property list. The minimum sale price for these properties may be set by the Property Manager with approval from the City Manager. Properties may be sold for general ownership and neighborhood improvement requiring buyer to execute a Disclaimer and Conditions of Sale Agreement included in bid document.

VII. SALE OF REAL PROPERTY TO CERTAIN NONPROFIT OR RELIGIOUS ORGANIZATIONS

The City Council finds and determines that the individuals and families who qualify as low-income individuals and families under Sections 253.010(a)(1) or (a)(2) of the Texas Local Government Code are those individuals and families whose household income does not exceed the Texarkana, TX - Texarkana, AR Fair Market Rent income limits published annually by the Department of Housing and Urban Development. [Ord. 2016-060.] The City Manager or designee is authorized to sell land acquired by the City to certain nonprofit or religious organizations as specifically authorized and defined by Section 253.010 of the Texas Local Government Code, provided:

- A. The sale must either fairly compensate the City for the value of the land or obviate the cost of City maintenance of the land, or a combination of both.
- B. The contract of sale must provide for or be conditioned upon the following:
 1. a redevelopment plan submitted by the purchaser and approved by the Director of Planning and Community Development (or designee or successor), which must establish a land use that complies with this Code, including zoning requirements contained in the Land Development Code, and a process and time

Dated: _____, 2016

- period for converting the land into a use for housing for low-income individuals and families; and
2. the Purchaser paying the City all costs and expenses incurred in and arising from the sale.
- C. For a period of one year prior to the closing of the sale, the purchaser must not be indebted to the City or otherwise in violation of any provision of this Code.
- D. The purchaser must demonstrate, to the satisfaction of the Director of Planning and Community Development (or designee or successor) and City Manager, successful redevelopment of land within Texarkana's city limits into a use for housing for low-income individuals and families over the three-year period preceding the sale.
- E. The deed for the land sold to the purchaser must contain a reverter clause returning fee simple title and possession to the City if, within the period of time specified in the redevelopment plan approved under subsection B of this Section or one year following the closing of the sale, whichever is greater, the land has not been redeveloped into a use for housing for low-income individuals and families or the purchaser has failed to comply with any aspect of the redevelopment plan approved under subsection B of this Section.
- F. The sale must comply with all federal and Texas laws, City ordinances, and this manual except that the provisions of Section V of this manual shall not apply to sales pursuant to this Section.

Dated: _____, 2016

SAMPLE BID DOCUMENT

SUBMIT TO: CITY OF , TEXARKANA GENERAL SERVICES DIVISION MAILING ADDRESS: P O BOX 1967 TEXARKANA, TEXAS 75504 EXPRESS MAIL ADDRESS: 220 TEXAS BLVD TEXARKANA, TEXAS 75501			
CONTACT PERSON: Sharon Moore			
TEL: 903-798-3976 FAX: 903-798-3922 moores@txkusa.org			
TITLE: Sale of City Owned Property 1234 Longhorn Way, Texarkana, Texas		NUMBER: 13-0000-14	SUBMITTAL DEADLINE: March 14, 2013 @ 2:00 PM CST
PRE BID DATE, TIME AND LOCATION: NONE			SUBMITTALS RECEIVED AFTER ABOVE DATE AND TIME WILL NOT BE CONSIDERED
Enter Respondent Name:			
Enter Mailing Address:			
Enter the following information: Telephone Number: () _____ - _____ Fax Number: () _____ - _____ Email Address: _____ Federal Tax ID Number or Social Security Number			

IN COMPLIANCE WITH THIS SOLICITATION, THE UNDERSIGNED BIDDER HAVING EXAMINED THE INVITATION TO BID AND SPECIFICATIONS, AND BEING FAMILIAR WITH THE CONDITIONS TO BE MET, HEREBY SUBMITS THE FOLLOWING BID FOR FURNISHING THE MATERIAL, EQUIPMENT, LABOR AND EVERYTHING NECESSARY FOR PROVIDING THE ITEMS LISTED ON THE ATTACHED BID FORM AND AGREES TO DELIVER SAID ITEMS AT THE LOCATIONS AND FOR THE PRICES SET FORTH ON THE BID FORM. AN INDIVIDUAL AUTHORIZED TO BIND THE COMPANY MUST SIGN THE FOLLOWING SECTION. FAILURE TO EXECUTE AND SIGN THIS PORTION MAY RESULT IN BID REJECTION.

 Authorized Signature

 Title

 Print/Type Name

 Date

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR RESPONSE.

Attachment: 2016-063 RES ATTH 02 REVISED Property Policy Manual (1487 : 2016-063 RES Amending property manual for non profit)

Dated: _____, 2016

BID FORM

	Description	Quantity	Unit	Bid Amount
1	Sale of City owned Property: Location: 1234 Longhorn Way Texarkana, TX. Legal: Ghios Addition, S60', Lots 7, 8, 5911/042 09/22/10 .14 Acres, PIDN: 19785, Account No. 08460006800 Minimum Bid Requirement: \$10,000.00 Bid shall comply with all attached requirements for submitting bid.	1	LOT	\$

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR RESPONSE.

Dated: _____, 2016

PART I GENERAL CONDITIONS

**** PLEASE READ CAREFULLY ****

THESE GENERAL CONDITIONS APPLY TO ALL BIDS AND BECOME A PART OF THE TERMS AND CONDITIONS OF ANY BID SUBMITTED AND SUBSEQUENT PURCHASE ORDER OR CONTRACT. THE CITY SHALL MEAN THE CITY OF TEXARKANA, TEXAS.

1. **REQUIRED INFORMATION:** The bid form section of the bid packet must be completed prior to the date and time set for the bid opening and included with the bid packet or the vendor will be found non-responsive.
2. **INSTRUCTIONS:** These instructions apply to all quotations and become a part of terms and conditions of any bid packet submitted and subsequent purchase order or contract.
3. **AWARD:** The City of Texarkana, Texas reserves the right to accept or reject any and all bids in whole or in part and waive any minor technicality and enter into contract deemed to provide the **best value** to the City.

3.1 The contract may be awarded either to the highest responsible bidder or to the bidder who provides development services at the best value for the City. In determining the best value for the City, the City may consider:

- (a) The purchase price;
- (b) The reputation and development experience of the bidder;
- (c) The quality of the bidder's development and/or construction;
- (d) The extent to which the development and/or construction meet the City's community and economic development needs;
- (e) The bidder's past relationship with the City; including zoning and code compliance related to construction, livability, and maintenance (property owners whose current inventory of properties includes condemned, abandoned, red-tagged, or, in the assessment of the City substandard properties, and/or holding property with liens are not eligible to bid, until or unless all properties are brought into compliance with relevant building and property maintenance codes and all liens are cleared;
- (f) The impact on the ability of the City to comply with laws and rules relating to contracting with Historically Underutilized Businesses and non-profit organizations employing persons with disabilities;
- (g) The total long-term cost for the City, and
- (h) Any relevant criteria specifically listed in the Invitation to Bid.

3.2 All bids are evaluated for compliance with specifications before the bid price is considered. Failure to comply with the listed General Conditions may result in disqualification of bid.

3.3 In case of tie bids, preference will be given to local bidders that meet all other established criteria.

Responsible Bidder Criteria: The City shall consider only responsible Bidders. Responsible Bidders are those that have, in the sole judgment of the City, the financial ability, experience, resources, skills, capability, reliability and business integrity necessary to perform the requirements of the contract. The City may also consider references, tenant complaints and financial stability in determining a responsible Bidder.

Dated: _____, 2016

4. **ASSIGNMENT:** The successful bidder shall not sell, assign, transfer or convey this contract in whole, or part, without the prior written consent of the City Manager or his/her designee.
5. **LATE BIDS:** Bid packets received after submission deadline shall be returned unopened and will be considered void and unacceptable. The City is not responsible for the lateness of mail carrier, weather conditions, etc.
6. **ALTERING BIDS:** Bid prices cannot be altered or amended after submission deadline. Any interlineation alteration or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.
7. **WITHDRAWAL OF BIDS:** A bid price may not be withdrawn or canceled by the bidder for a period of ninety (90) days following the date designated for the receipt of bids without written approval of the City Manager or his/her designee, and bidder so agrees upon submittal of bid.
8. **CHANGE ORDERS:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City of Texarkana, Texas.
9. **ADDENDA:** Any interpretations, corrections or changes to this bid packet will be made by addenda. Sole issuing authority shall be vested in the City of Texarkana, Texas City Manager or his/her designee. Addenda will be sent to all who are known to have received a copy of this bid packet. If the addenda contain changes to the "specification" or "bid form", bidders shall acknowledge receipt of all addenda or they will be declared non-responsive.
10. **INDEMNIFICATION AGREEMENT:** Contractor, for itself and its agents, employees and subcontractors, shall defend, indemnify, and hold the City, its officers, agents, employees, contractors, elected officials, legal representatives, successors and assigns (collectively the "City"), harmless from all liability, suits, causes of action, lawsuits, judgments, claims, damages, penalties, fines, costs, fees or expenses, including attorney's fees and costs of defense, for any environmental issues contained within or on the property, injury to or the death of any person or damage to or destruction of any property arising out of or resulting from or based upon, in whole or part, any act or omission of contractor, its officers, employees, contractors, subcontractors and agents under this contract.
11. Property is sold "AS IS" and bidder assumes all responsibility for condition of property including but not limited to environmental issues, liens, removal or eviction of occupants and their possessions, and materials, fixtures, vehicles, debris, and rubbish, on property at time of bid.
12. **TERMINATION FOR DEFAULT:** The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to perform in accordance with these specifications.
13. **VENUE:** This agreement will be governed and constructed according to the laws of the State of Texas. This agreement is performable in Bowie County, Texas.
14. **NO PROHIBITED INTEREST:** Bidder acknowledges and represents that they are aware of the laws, City charter, and City code of conduct regarding conflicts of interest. The City charter states that "no officer or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, nor shall be financially interested, directly or indirectly, in the sale to the City of any land, or rights or interest in any land, materials, supplies or service".
15. **PREPARATION COST:** The City will not be liable for any costs associated with the preparation, transmittal, or presentation of any proposals or materials submitted in response to any bid, quotation,

Dated: _____, 2016

or proposal. Bidder assumes all cost associated with the transfer of property, including but not limited to surveys. Any desired property studies or reports, title searches and closing costs.

16. **MINOR DEFECT:** The City reserves the right to waive any minor defect, irregularity, or informality in any bid. The City may also reject any or all bids without cause prior to award.
17. **BID OPENINGS:** All bids submitted will be read at the City's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should not be construed as a comment on the responsiveness of such bid or as any indication that the City accepts such bid as responsive. The City will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, City of Texarkana, Texas project documents, including but not limited to the project specifications and contract documents. The City will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.
18. **FORCE MAJEURE:** Neither party shall be held responsible for losses or damages hereunder, if the fulfillment of any terms of provisions of the contract is delayed or prevented by strike, walkouts, acts of god, or public enemy, fire, or flood.
19. **CONFLICT OF INTEREST:** The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of the City of Texarkana, Texas. By signing and executing this bid, the bidder certifies and represents to the City the bidder has not offered, conferred or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantage, information, recipient's decision, opinion, recommendation, vote or any other exercise of discretion concerning this bid.
20. **PERMITS:** Successful bidder is responsible for obtaining any and all City permits the construction or renovation/remolding job requires within 90 days of property acquisition. Bidder agrees to keep all permits current through construction period. Bidder agrees to complete construction within 365 days of property acquisition. Bidder agrees property will not be occupied until the City issues a Certificate of Occupancy. Renovation and new construction will be conducted in accordance with City specifications, code, ordinances, and applicable State and Federal laws.
21. **DEMOLITION:** If demolition is required or to be performed on the property the successful bidder agrees to obtain a demolition permit within 90 days of property acquisition and to maintain the permit until completion project. Bidder agrees to demolish the property and remove all debris from the site within 180 days of property acquisition. Demolition will be conducted in accordance with City specifications, code, ordinances, and applicable State and Federal laws.
22. **TRANSFER OF PROPERTY:** Owner agrees to hold property for minimum of 12 months. Exception: If the property is issued a Certificate of Occupancy prior to the expiration of the 12 month ownership requirement, the owner may sell the property to another buyer. The City at its discretion may accept the property back from the owner should the owner believe they would not be able to complete the project within the specified time frames. All costs associated with the transfer of the property back to the City will be borne by the owner.
23. **ZONING:** All modifications to property or new construction on property must comply with City of Texarkana Texas neighborhood design and zoning requirements and guidelines.

Dated: _____, 2016

Part II
ADDITIONAL CONDITIONS

The following are additional conditions to the award of any bid:

- A. The successful bidder will provide the full name of the purchaser as it should appear in an instrument of conveyance
- B. The property shall be sold **“AS IS”**.
- C. The successful bidder shall pay for all costs associated with conveyance of title including, but not limited to, attorney’s fees, title insurance, filling fees, etc.
- D. The attached “Deed Without Warranty” is the instrument the City will use to convey the tract of land.
- E. No City employee shall have a direct or indirect financial interest in any contract with the City, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the City.
- F. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person’s affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Texarkana not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. Chapter 176 and the questionnaire may be found at <http://www.ci.texarkana.tx.us/departments/purchasing/conflict-of-interest.html>. By submitting a response to this request, vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Dated: _____, 2016

Disclaimers and Conditions of Sale Agreement**RETURN THIS FORM WITH BID**

I, _____, as bidder and potential buyer of the property located at _____, do hereby agree and accept that this transaction is contingent upon the following terms and conditions:

Disclaimers

- a. the property is being sold on an "AS IS" basis;
- b. the City of Texarkana makes no warranty concerning zoning or suitability of the property for any specific purpose or use;
- c. Property is sold "**AS IS**" bidder assumes all responsibility for condition of property including but not limited to environmental issues, liens, removal or eviction of occupants and their possessions, and materials, fixtures, vehicles, debris, and rubbish, on property at time of bid;
- d. it is buyer's responsibility to examine all applicable building codes and ordinances to determine if the property in question can be used for buyer's intended purpose. All modifications to property or new construction on property must comply with City of Texarkana Texas neighborhood design and zoning requirements and guidelines
- e. if the property being purchased includes a structure and the condition of that structure is in violation of any construction and building codes, all violations and deficiencies must be repaired/renovated in strict adherence with the procedures and timelines specified in the related Code Inspection Condition Report. **No work can begin until the property has been legally conveyed to the Buyer and appropriate permits are issued.**

Conditions

- a. the buyer must, at all times, maintain the property at or above all City Code Standards;
- b. the buyer may not sell this property until the property has been demolished and cleared, renovation, or new construction has been completed in accordance with City specifications, code, ordinances, and applicable State and Federal laws. Failure of the buyer to fully comply may, at the city's sole discretion, result in additional compensation to be paid by buyer to the city equal to 50% of the initial purchase price and any profit realized from the prohibited re-sale shall be paid to the city as a penalty for breach of terms and conditions of the initial sale.
- c. in the event, at any time, the buyer elects to build a structure on the purchased property, the buyer acknowledges that such structure must be compatible with the neighborhood character and style of other structures located in the same block and must be formally approved in advance by the related City of Texarkana inspections and/or plan review departments in accordance with city ordinances.

Agreed and Accepted:

Bidder's Name

Date

Dated: _____, 2016

This document will be executed by the successful bidder.

DEED WITHOUT WARRANTY

STATE OF TEXAS

§

§ **KNOW ALL BY THESE PRESENTS: COUNTY OF**

BOWIE

§

That the City of Texarkana, Texas, a Texas home-rule municipality ("Grantor"), for and in consideration of _____ dollars and _____ cents **(\$0.00)** and other good and valuable consideration to Grantor, the receipt and sufficiency of which is hereby acknowledged, paid in hand by the _____, ("Grantee"), has **GRANTED, SOLD AND CONVEYED**, and by these presents does **GRANT, SELL AND CONVEY** unto Grantee all that certain lot, tract, or parcel of land situated in the County of Bowie, State of Texas, and more particularly described in bid documents xx-xxxx-xx attached hereto and incorporated herein by reference (the "Land");

Location: 1234 Longhorn Way, Texarkana, TX.

Legal: Ghios Addition, S60', Lots 7, 8, 5911/042 09/22/10
.14 Acres, PIDN: 19785, Account No. 08460006800

City of Texarkana, Bowie County, Texas

THIS DEED IS MADE WITHOUT WARRANTY, EXPRESS OR IMPLIED, AND GRANTOR EXPRESSLY DISCLAIMS, EXCEPTS AND EXCLUDES ANY AND ALL WARRANTIES OF TITLE OR OTHERWISE FROM THIS CONVEYANCE, INCLUDING - WITHOUT LIMITATION - ANY WARRANTIES ARISING UNDER COMMON LAW OR UNDER SECTION 5.023 OF THE TEXAS PROPERTY CODE OR OTHER STATUTE. BY ACCEPTANCE OF THIS DEED, GRANTEE ACKNOWLEDGES THAT THE LAND IS CONVEYED "AS IS - WHERE IS, WITH ALL FAULTS".

TO HAVE AND TO HOLD the Land, together with all and singular the rights and appurtenances thereto and in anywise belonging unto Grantee, his heirs, successors and assigns forever; **WITHOUT WARRANTY AND SUBJECT IN ALL RESPECTS TO THE DISCLAIMERS SET FORTH ABOVE.**

EXECUTED this the _____ day of _____, 20____

GRANTOR:

CITY OF TEXARKANA, TEXAS

CITY MANAGER

Dated: _____, 2016

ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF BOWIE

§ §
 §

This instrument was acknowledged before me on the _____ day of _____, 20_____, by _____, City Manager of the City of Texarkana, Texas, on behalf of the City.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 20____.

Notary Public in and for the State of Texas

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 6/15/2016 5:13 PM

Lead Department:	<u>Planning and Community Development</u>	Action Officer:	<u>David Orr, Planning & Community Development Director</u>
Subject:	<u>Resolution No. 2016-061 supporting the submission of a Small Business Assistance grant.</u>		
Briefing:	<u>6/27/2016</u>	Public Hearing:	<u>6/27/2016</u>
		Second Briefing:	<u>July 11, 2016</u>
		Council Vote:	<u>7/25/2016</u>

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The State of Texas Office of Small Business Assistance Grant application is for \$10,000 to be used for small business promotion and development of an innovation center concept plan. The proposed innovation center would be located at 203/205 W. Broad as part of a reuse plan for the \$400,000 EPA Multi-Purpose Cleanup Grant.

The preliminary grant application has been submitted and the Council must approve a resolution of support to the Office of the Governor prior to final approval.

Potential Options:

- None
-

Fiscal Implications:

\$3,000 in staff time matching funds

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

City of Texarkana, Texas

Attachments

- a. 2016-061 RES Support for the submission of Small Business Assistance Grant (DOC)
- b. 2016-061 Goals & Perspectives (DOCX)
- c. 2016-061 ATTH Grant Application (PDF)
- d. 2016-061 RES Authorize Submission of Small Business Assistance Grant signed (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Completed	06/08/2016 1:51 PM	
Assistant City Manager	Shirley Jaster	Assistant City Manager
Review	Completed	06/08/2016 2:49 PM
Public Information Officer	Lisa Thompson	PIO Review
	06/08/2016 2:50 PM	Completed
City Manager	John Whitson	City Manager Review
7:58 AM		Completed
City Council	Jennifer Evans	Meeting
6:00 PM		Completed
		06/13/2016

Meeting History

RESOLUTION NO. 2016 - 061**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, IN SUPPORT OF A STATE OF TEXAS OFFICE OF SMALL BUSINESS ASSISTANCE GRANT; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Texarkana, Texas, finds it in the best interest of the citizens of Texarkana, Texas and Bowie County, to submit a State of Texas Office of Small Business Assistance Grant; and

WHEREAS, the City of Texarkana, Texas, makes the commitment to provide any applicable matching funds, though no matching funds were required for this application; and

WHEREAS, the City of Texarkana, Texas, agrees that in the event of loss or misuse of the Office of the Governor funds the City of Texarkana, Texas, assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City of Texarkana, Texas, designates City Manager John A. Whitson to execute a Memorandum of Understanding or other contract with the Governor's Office, the City of Texarkana, Texas, also designates Kristin Peeples as the Financial Officer, David Orr as the Project Manager, Adra Hallford as the Grant Writer and Authorized Official as the grantee's authorized official for the purposes of applying for, accepting, rejecting, altering or terminating this grant on behalf of and under the direction of the Program Manager and/or City Manager.

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

SECTION 1: That the City of Texarkana, Texas supports the grant application to the Office of the Governor and official notification of the resolution will be sent upon completion of the transparency requirements as designated by Council.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of July, 2016.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Grant Number: Grant/App:3185201_CDEA #: 17.278

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Medium

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Snapshot Description: Application - Submitted by Applicant
Created: 6/2/2016 6:30:51 PM

Agency Name: City of Texarkana, Texas
Grant/App: 3185201 **Start Date:** 7/1/2016 **End Date:** 10/15/2016

Project Title: Broad Street Regional Innovation Center
Status: Application Pending AO Certification

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17560006896006

Application Eligibility Certify:

Created on:5/23/2016 10:29:09 AM By:David Orr

Profile Information

Applicant Agency Name: City of Texarkana, Texas
Project Title: Broad Street Regional Innovation Center
Division or Unit to Administer the Project: Planning & Community Development
Address Line 1: 220 Texas Blvd
Address Line 2:
City/State/Zip: Texarkana Texas 75501-0000
Start Date: 7/1/2016
End Date: 10/15/2016

Regional Council of Governments(COG) within the Project's Impact Area: Ark-Tex Council of Governments
Headquarter County: Bowie
Counties within Project's Impact Area: Camp,Cass,Marion,Morris,Red River,Titus,Upshur

Grant Officials:

Authorized Official

User Name: Adra Hallford
Email: adra.hallford@txkusa.org
Address 1: 220 Texas Blvd
Address 1:
City: Texarkana, Texas 75501
Phone: 903-798-3903 Other Phone: 903-277-7968
Fax: 903-798-3913
Title: Ms.
Salutation: Ms.
Position: Grants Developer

Project Director

User Name: David Orr
Email: david.orr@txkusa.org
Address 1: 220 Texas
Address 1:
City: Texarkana, Texas 75501
Phone: 903-798-3902 Other Phone:
Fax:
Title: Mr.
Salutation: Constable
Position: Director of Planning

Financial Official

User Name: Kristin Peebles
Email: kristin.peebles@txkusa.org
Address 1: 220 Texas Boulevard
Address 1:

City: Texarkana, Texas 75501
Phone: 903-798-3997 **Other Phone:**
Fax: 903-798-3933
Title: Ms.
Salutation: Ms.
Position: Chief Financial Officer

Grant Writer

User Name: Adra Hallford
Email: adra.hallford@txkusa.org
Address 1: 220 Texas Blvd
Address 1:
City: Texarkana, Texas 75501
Phone: 903-798-3903 **Other Phone:** 903-277-7968
Fax: 903-798-3913
Title: Ms.
Salutation: Ms.
Position: Grants Developer

Grant Vendor Information

Organization Type: Unit of Local Government (City, Town, or Village)
Organization Option: applying to provide small business assistance
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17560006896006
Data Universal Numbering System (DUNS): 062929187

Narrative Information**Introduction**

Information related to this program is in the OSBA funding announcement for the Small Business Service Provider Grant.

Section 1: Program-Specific Questions**A. Community Type**

Grant applicants who will positively impact small business owners and HUBs in rural areas of Texas will receive preference under this program. Indicate if the community to be served is "Urban" or "Rural" according to the definition from the U.S. Department of Commerce Bureau of the Census:

To qualify as an urban area, the territory identified according to criteria must encompass at least 2,500 people, at least 1,500 of which reside outside institutional group quarters. The Census Bureau identifies two types of urban areas:

- Urbanized Areas (UAs) of 50,000 or more people;
- Urban Clusters (UCs) of at least 2,500 and less than 50,000 people.

"Rural" encompasses all population, housing units, and territory located outside of UAs and UCs.

According to the definition from the U.S. Department of Commerce Bureau of the Census, is the community to be served classified as "Urban" or "Rural"?

☐ Rural

☒ Urban

B. Unique Small Business Service Providers

Grant applicants must indicate the number of Unique Small Business Service Providers (USBSPs) involved in the implementation of this project. The definition of the unique small business service providers is the unduplicated count of the number of small businesses service provider organizations whose mission is to assist small businesses and HUBs. OSBA encourages collaborating or partnering with other small business service providers to implement this project.

How many Unique Small Business Service Providers (USBSPs) will be involved in the implementation of the proposed project?

5

For each USBSP represented in the total count, provide the organization's name and website address:

City of Texarkana, Texas ci.texarkana.tx.us Texas A&M University - Texarkana www.tamut.edu/ Small Business Administration - Texarkana https://www.sba.gov/ Main Street Texarkana www.mainstreettexarkana.org Northeast Texas Workforce Solutions www.netxworkforce.org

C. Regional Unemployment Rate

Grant applicant must indicate the percentage (%) of region's unemployment rate. OSBA values projects that will be located in communities with high unemployment rates. Regional unemployment rates can be found on the Texas Workforce Commission's [Labor Market Information](#) website.

Indicate the percentage (%) of region's unemployment rate of the economy in the coverage area (over the past year):
6

D. Natural Disaster or Adverse Economic Events

Grant applicants must indicate if their region has experienced natural disaster or an adverse economic event within the past three years (on or after January 1, 2013). If so, applicants must describe the impact these events have had on their community. OSBA wants to support communities that have been negatively affected by natural disasters or adverse economic events.

Has your region experienced a natural disaster or an adverse economic event within the past three years (on or after January 1, 2013)?

☒ Yes

☐ No

If you answered **Yes** above, please describe that/those natural disaster/adverse economic event(s):

Red River Flooding Natural Disaster Declarations Twice in 2015

E. Number of Small Business Initiatives Awarded

Grant applicants must indicate the number of Office of the Governor Small Business Initiatives, including Governor's Small Business Forums and Governor's Small Business Workshops, awarded to their organization within the past five years (on or after January 1, 2011). To ensure that OSBA initiatives are most widely distributed throughout the state and to encourage the development and capacity of service providers, OSBA wants to make grants to applicants who have not previously received an award from OSBA.

How many Office of the Governor Small Business Initiatives, including Governor's Small Business Forums and Governor's Small Business Workshops, have been awarded to your organization within the past five years (on or after January 1, 2011)?

0

If you answered **one or more** to the question above, indicate which initiatives were received and in what years:
N/A

F. Project Probability

Applicant must indicate whether they will complete the project execution and spending on or before October 31, 2016. Applicants should submit strong proof of project planning, including budgets and other supplemental information.

What is the likelihood of completing all project execution and spending on or before October 31, 2016?

☐ Not at all likely

☐ Slightly likely

☐ Moderately likely

☐ Very likely

☒ Completely likely

Section 2: Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

A. DUNS Number

Applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency. To request a DUNS number, visit [DUNS](#).

B. SAM Registration

Applicants must be registered in the federal System for Award Management (SAM) database located at [SAM.gov](#) and maintain an active registration throughout the grant period.

NOTE: Both the DUNS number and SAM registration expiration dates must be entered on the Profile/Grant Vendor Tab in eGrants.

C. Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with OSBA and with the U.S. Department of Labor Civil Rights Center (CRC).

Enter the Name of the Civil Rights Liaison:

David Orr

Enter the Address for the Civil Rights Liaison:

Attn: David Orr 220 Texas Blvd Texarkana, Texas 75501

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(903) 798-3902

D. Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as all requirements within the OSBA Funding Announcement, TWC-OSBA Program-Specific Certifications and Assurances, and the Uniform State Grant Assurances to be eligible for this program.

☒ I certify to all of the above requirements.

Project Summary :

The Broad Street Regional Innovation Center is a proposed small business incubator space for startup and existing businesses. The space will include a commercial kitchen, retail and office space for entrepreneurs. The site is located in historic downtown Texarkana along the city's original commercial corridor. The innovation center is the proposed reuse for a site that has over \$400,000 committed to the Brownfields cleanup and building restoration. Additionally, funds will be used to market existing economic incentive programs including a facade loan program, Community Development Revolving Loan Fund and a Brownfields Revolving Loan Fund. This funding will help raise awareness regarding existing programs that can provide opportunities for individuals seeking equity capital and other forms of financial assistance.

Problem Statement :

For the Broad Street Regional Innovation Center, funding is needed for site planning and to determine the building layout. Also, the funding will be used to determine space allocation and potential services to provide entrepreneurs. For marketing existing economic incentive programs, this funding will help raise awareness regarding existing programs that can provide opportunities for individuals seeking equity capital and other forms of financial assistance.

Supporting Data :

The demographic profile and income distribution maps for the proposed project areas show higher rates of poverty, lower median household incomes and lower rates of college graduates than Texas or national rates, according to the U.S. Census Bureau. The population of the City of Texarkana now stands at 36,411, consisting of 44.6% minority residents. Conversely, in contrast to these figures, in the state of Texas, the percentage of the population reporting as minorities at 29.6%. Similarly, the area household income of \$38,037 is only 73% of the median national household income of \$51,425. Target Area State National Population(1) 36,411 25,145,561 311,536,594 Unemployment(2) 5.3% 4.2% 5.3%(2) Poverty Rate(3) 20.40% 16.80% 11.3%(2) Percent Minority(3) 44.60% 29.60% 36.7%1 Median Household Income(3) \$38,037 \$48,199 \$53,046 Per Capita Income(3) \$22,618 \$24,318 \$26,530 3 % Households w Pub Assist.(3) N/A 1.9% 2.9% % Below Poverty Level(3) 17.7% 17.7% 22.4% Homeownership Rate(3) 59% 64.7% 66.9% No High School Diploma(3) 21% 20.7% 15.4% College Degree or Higher(3) 20% 25.4% 27.5%

Project Approach:

The project approach includes a collaborative venture with agencies that are reliable small business service providers. The agencies include the City of Texarkana, Texas, Texas A&M University - Texarkana, Small Business Administration - Texarkana, Main Street Texarkana and Northeast Texas Workforce Solutions. Our approach will also employ a best practices model to build on existing innovation centers across Texas.

Goal Statement :**Target Group :**

Our target group will include minority populations, low to moderate income individuals and young entrepreneurs. Based on research data, these groups tend to face the greatest barriers for individuals seeking equity capital and other forms of financial assistance.

Project Activities Information

Reserved

This section left intentionally blank.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Planning related to a Innovation Center and to distribute resources for small businesses and HUBs	70.00	Planning & design documents related to the Broad Street Regional Innovation Center.
Develop, Publish And Distribute Resources Useful to Small Businesses and HUBs	30.00	Brochures and other marketing materials for economic incentive programs.

Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Percentage of content that is Procurement-specific.	10
Percentage of content that is Exporting-specific.	10
Percentage of content that is Workforce-specific.	30
Percentage of content that is Funding-specific.	20
Percentage of recipients of the email who opened it (Open Rate).	40
Percentage of recipients of the email who clicked on the content's link in the email (Click Through Rate).	15
Number of Unique Visitors on page (Web Traffic).	4700
Average duration of page visits (measured in minutes).	2
Total number of copies printed.	1500
Total number of distribution locations (places where items are available for pickup).	25
Percentage of content that is specific to Historically Underutilized Businesses (HUBs).	15

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of Unique Small Business Entities (USBEs) expected to be positively impacted.	30
Percentage of small business owners/HUBs /prospective small business owners who thought the training program or workshop was useful or beneficial.	30
Total number of printed items mailed, passed out and left at distribution locations (Circulation #).	1500
Number of content downloads (if applicable).	400

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
Total number of Innovation Center Space Plan Options	2

Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
Number of Unique Small Business Entities (USBEs) or prospective USBEs expected to contribute to the final Innovation Center Space Plan Option selected for implementation	10

Section 1: Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to OSBA that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update OSBA should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to OSBA.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Section 2: Contract Compliance

Will OSBA grant funds be used to support any contracts for professional services?

☒ Yes

☐ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

City will monitor sub-contractor based on current purchasing policy procedures including equipment purchases, deliverables, and all applicable statutes including rules, regulations, and guidelines governing this project.

Section 3: Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds 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 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?

☐ Yes

☐ No

☒ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds 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 in connection with this federal contract, loan, or cooperative agreement?

☐ Yes

☒ No

☐ N/A

Section 4: Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2016

Enter the End Date [mm/dd/yyyy]:

9/30/2017

Section 5: Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

3600000

Enter the amount (\$) of State Grant Funds:

400000

Section 6: Single Audit

Select the appropriate response below based on the Fiscal Year Begin Date as entered above.

For Fiscal Years Beginning Before December 26, 2014

Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a OSBA grant. However, OSBA may require a limited scope audit as defined in OMB Circular A-133.

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

OR

For Fiscal Years Beginning On or After December 26, 2014

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a OSBA grant. However, OSBA may require a limited scope audit as defined in CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

☒ Yes

☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit [mm/dd/yyyy]:

9/30/2015

Section 7: Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the Certification Form and send it to the U.S. Department of Labor Civil Rights Center (CRC) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity - Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OSBA, OSBA's designee, or the U.S. Department of Labor Civil Rights Center (CRC), as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Betsy Freeman 220 Texas Blvd Texarkana, Texas 75501

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity - Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the United States Department of Labor Civil Rights Center.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the U.S. Department of Labor Civil Rights Center (CRC) and has been approved by the CRC, or it will be submitted to the CRC for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☐ Type I Entity
☐ Type II Entity
☒ Type III Entity

Section 8: Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Homeland Security Information**Fiscal Capability Information****Section 1: Organizational Information**

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

- ☐ Yes
☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- ☐ Yes
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- ☐ Yes
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- ☐ Yes
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- ☐ Yes
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

RESOLUTION NO. 2016 - 061**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, IN SUPPORT OF A STATE OF TEXAS OFFICE OF SMALL BUSINESS ASSISTANCE GRANT; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Texarkana, Texas, finds it in the best interest of the citizens of Texarkana, Texas and Bowie County to submit a State of Texas Office of Small Business Assistance Grant; and

WHEREAS, the City of Texarkana, Texas, makes the commitment to provide any applicable matching funds, though no matching funds were required for this application; and

WHEREAS, the City of Texarkana, Texas, agrees that in the event of loss or misuse of the Office of the Governor funds the City of Texarkana, Texas, assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City of Texarkana, Texas, designates City Manager John A. Whitson to execute a Memorandum of Understanding or other contract with the Governor's Office, the City of Texarkana, Texas, also designates Kristin Peeples as the Financial Officer, David Orr as the Project Manager, Adra Hallford as the Grant Writer and Authorized Official as the grantee's authorized official for the purposes of applying for, accepting, rejecting, altering or terminating this grant on behalf of and under the direction of the Program Manager and/or City Manager.

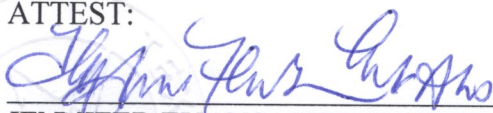
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

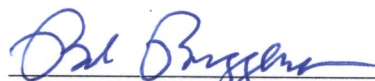
SECTION 1: That the City of Texarkana, Texas, supports the grant application to the Office of the Governor and official notification of the resolution will be sent upon completion of the transparency requirements as designated by Council.

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

PASSED AND APPROVED in Regular Council Session on this the 27th day of June, 2016.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

Grant Number: Grant/App:3185201 CDFA #: 17.278

6:56 p.m.

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 6/9/2016 9:14 AM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Resolution No. 2016-062 accepting a petition regarding adoption of the Fire and
Subject: Police Employee Relations Act to be placed on the November 2016 General
Election ballot for the Texarkana Fire Department.

Briefing: 7/11/2016 **Public Hearing:** 6/27/2016 **Second Briefing:** July 11, 2016 **Council Vote:** 7/25/2016

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

A petition was submitted to propose to voters of Texarkana, Texas the adoption of the Fire and Police Employee Relations Act, Texas Local Government Code Chapter 174 for the Texarkana Fire Department. This resolution will accept the certified petition for placement on the November 2016 General Election ballot.

Potential Options:

- None
-

Fiscal Implications:

Contract costs with Bowie County Elections Office.

Staff Recommendation:

The City Council accepts the petition.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- 2016-062 RES Firefighter Collective Bargaining Petition (jcl rev) (002) (DOC)

City of Texarkana, Texas

- b. 2016-062 RES ATTH A Fire Employee Relations Act Petition Face Sheet 052616 (PDF)
- c. 2016-062 RES ATTH B City Secretary Certification Page (PDF)

Staff Coordination

City Manager	John Whitson	Department Head Review	Completed	
	06/07/2016 9:21 PM			
City Attorney	Jeffery C. Lewis	Review	Completed	06/08/2016
2:49 PM				
Assistant City Manager		Shirley Jaster	Assistant City Manager	
Review	Completed	06/08/2016 2:52 PM		
Public Information Officer		Lisa Thompson	PIO Review	Completed
	06/08/2016 2:55 PM			
City Manager	John Whitson	City Manager Review	Completed	06/09/2016
8:00 AM				
City Council	Jennifer Evans	Meeting	Completed	06/13/2016
6:00 PM				

Meeting History

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ACCEPTING A PETITION REGARDING ADOPTION OF THE FIRE AND POLICE EMPLOYEE RELATIONS ACT, TEXAS LOCAL GOVERNMENT CODE CHAPTER 174, FOR THE TEXARKANA FIRE DEPARTMENT TO BE PLACED ON THE NOVEMBER 2016 GENERAL ELECTION BALLOT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on May 26, 2016 a petition was presented to the Office of the City Secretary by voters of Texarkana, Texas to petition the City Council of Texarkana, Texas to order an election for the adoption of the Fire and Police Employee Relations Act, Texas Local Government Code Chapter 174, for the Texarkana Fire Department as outlined in **Attachment “A”**; and

WHEREAS, in accordance with Texas Local Government Code §174.051(c), Texarkana, Texas voters request that the ballot in said election be printed to provide for voting for or against the proposition; and

WHEREAS, the proposition for the ballot reads as follows: “Adoption of the state law applicable to fire fighters that establishes collective bargaining if a majority of the affected employees favor representation by an employee association, preserves the prohibition against strikes and lockouts, and provides penalties for strikes and lockouts.”; and

WHEREAS, said petition meets the requirements of Texas Local Government Code §174.051(2) and the City’s Citizen Petition Policy and is certified by the City Secretary as outlined in **Attachment “B”**.

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

SECTION 1: That the City Council accepts the petition, as outlined in **Attachment “A”**, regarding adoption of the Fire and Police Employee Relations Act, Texas Local Government Code Chapter 174, for the Texarkana Fire Department.

SECTION 2: That the City Council accepts the certification of the petition by the City Secretary, as outlined in **Attachment “B”**.

SECTION 3: That the City Council directs the City Secretary to submit the proposition for placement on the November 2016 General Election ballot.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of July, 2016.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

STATE OF TEXAS §
COUNTY OF BOWIE §



Petition No. _____

Date _____

City Secretary _____

Petition to Adopt the FIRE AND POLICE EMPLOYEE RELATIONS ACT

We, the duly qualified voters of Texarkana, Texas, whose signatures appear below, hereby petition Texarkana's governing body to order an election for the adoption of the Fire and Police Employee Relations Act, TEXAS LOCAL GOVERNMENT CODE Chapter 174, for the Texarkana Fire Department. In accordance with TEXAS LOCAL GOVERNMENT CODE § 174.051(c), we request that the ballot in said election be printed to provide for voting for or against the proposition:

Adoption of the state law applicable to fire fighters that establishes collective bargaining if a majority of the affected employees favor representation by an employee association, preserves the prohibition against strikes and lockouts, and provides penalties for strikes and lockouts.

The full text of the ordinance proposed is attached hereto.

The names and addresses of the five (5) registered voters of the City of Texarkana, Texas, who shall be responsible for the circulation and filing of the petition, and who shall constitute the Committee of Petitioners for the purposes described in the City Charter of the City of Texarkana, Texas, are printed below.

- | | | |
|----|--------------------------------------|---|
| 1. | <u>Douglas Wayne Moore</u>
Name | <u>36 Briarwood Circle</u>
Address
<u>Texarkana, TX 75503</u> |
| 2. | <u>Paul Lauck</u>
Name | <u>6312 Turtle Creek Dr.</u>
Address
<u>Texarkana, TX 75503</u> |
| 3. | <u>Alan Campbell</u>
Name | <u>6 Canadian Circle</u>
Address
<u>Texarkana, TX 75503</u> |
| 4. | <u>Jamie Annette Moore</u>
Name | <u>36 Briarwood Circle</u>
Address
<u>Texarkana, TX 75503</u> |
| 5. | <u>Stephanie Ellen Moore</u>
Name | <u>36 Briarwood Circle</u>
Address
<u>Texarkana, TX 75503</u> |



CERTIFICATION OF PETITION

I, Jennifer Evans, City Secretary of the City of Texarkana, Texas, do hereby certify, to the best of my ability using all the resources and technology available to me, the attached list of **546** Texarkana residents (Attachment B) as being registered voters and who have signed the petition titled,

“PETITION FOR FIRE AND POLICE EMPLOYEE RELATIONS ACT”

and further identified as, “Adoption of the state law applicable to fire fighters that establishes collective bargaining if a majority of the affected employees favor representation by an employee association, preserves the prohibition against strikes and lockouts, and provides penalties for strikes and lockouts.”, as submitted to my office on May 26, 2016.

Jennifer Evans
City Secretary

Date

546						
UUID	Name	Petition Number	Page Number	Count	DOB	Residence Address
1019338615	ABERCROMBIE, JENNIFER COCKREL	5	10	1	3/4/1983	3304 COOPER LANE TEXARKANA TX 75503
1194802450	ABNER JR, LARRY CHARLES	3	9	1	9/11/1982	4201 OLIVE STREET TEXARKANA TX 75503
1141823571	ABNER, NIKETA SHERNELL	18	5	1	2/28/1975	4201 OLIVE STREET TEXARKANA TX 75503
1202476487	ACKLEN, DALTON GARRETT	15	7	1	9/2/1995	2 CLAY AVENUE TEXARKANA TX 75503
1177614251	ACKLEN, MARY DAWN	15	6	1	10/15/1971	2 CLAY AVENUE TEXARKANA TX 75503
1019829202	ADAMS, DOROTHY MAE	5	10	1	4/20/1943	3535 S LAKE DRIVE APT 3602 TEXARKANA TX 75501
1151843332	ADAMS, STANLEY L	22	7	1	6/21/1949	6203 TURTLE CREEK DRIVE TEXARKANA TX 75503
1138703140	ADAMS, TIMOTHY ALLEN	20	10	1	5/14/1979	7413 PALISADES DRIVE TEXARKANA TX 75503-0841
1020749437	AKIN, ANGELA MICHELLE	21	10	1	10/19/1977	5107 HIGH DRIVE TEXARKANA TX 75503
1020749428	AKIN, ERIC WAYNE	10	11	1	10/11/1973	5107 HIGH DRIVE TEXARKANA TX 75503
1170765997	ALFORD, SUSAN DIANE	19	10	1	9/29/1966	9 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019325621	ALLEN, BRANDON LASHAWN	16	2	1	7/12/1981	3 N WATLINGTON DRIVE TEXARKANA TX 75501
1019322567	ALLEN, BRENDA CAROL	4	6	1	10/29/1954	3535 S LAKE DRIVE APT 402 TEXARKANA TX 75501
1019456138	ALLEN, LINDA	29	11	1	12/13/1939	57 LANSHIRE DRIVE TEXARKANA TX 75503
1019669855	ALVES, JOSEPH B	34	6	1	2/28/1941	4011 CANADIAN STREET TEXARKANA TX 75503
1019449363	ANDERSON, ANTHONY WILLIAM	27	10	1	11/16/1956	4101 MONROE DRIVE TEXARKANA TX 75503
1167363479	ANDERSON, CHRISTINE	27	11	1	2/9/1961	4101 MONROE DRIVE TEXARKANA TX 75503
1138631709	ANDERSON JR, JIMMY LYNN	14	6	1	7/6/1973	216 NEW CASTLE STREET TEXARKANA TX 75503
2124093000	ANTHONY, ELIZABETH ANN	11	3	1	6/29/1934	3535 S LAKE DRIVE 3004 TEXARKANA TX 75501
1019504729	ARMSTRONG, ROBERT BENNY	1	4	1	6/25/1956	215 TERRACE LANE TEXARKANA TX 75503
1019842304	ARRINGTON, MARGIE A	28	8	1	12/8/1930	6102 DEERFIELD DRIVE TEXARKANA TX 75503
1019714284	ARVIZU, ERICK MICHAEL	21	3	1	2/16/1980	5911 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1164653072	ARVIZU, JOYCE ARLEEN	10	7	1	6/28/1955	5911 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1162709713	BABER, RUSTIN BLAKE	17	4	1	10/2/1974	6407 SPRINGWOOD CIRCLE TEXARKANA TX 75503
1195222121	BAKER, GARRETT CAMERON	32	8	1	9/23/1988	4619 VERBENA STREET TEXARKANA TX 75503
1209554450	BANKS, STACY LAMOND	5	6	1	12/11/1975	2903 SUNSET ROAD TEXARKANA TX 75501
1166040810	BARTON, DANIEL SCOTT	26	4	1	4/14/1961	3111 KELLER AVENUE TEXARKANA TX 75503
1019415849	BARTON, KIMBERLY R	26	4	1	4/1/1969	3111 KELLER AVENUE TEXARKANA TX 75503
1022187676	BASSETT, JUDITH SMITH	5	11	1	1/8/1934	3535 S LAKE DRIVE TEXARKANA TX 75501
1020629211	BAXTER, BRIDGET BUJNOCH	6	5	1	6/1/1961	5908 TURTLE CREEK DRIVE TEXARKANA TX 75503
1020683865	BAXTER, THOMAS GRAHAM	6	4	1	8/30/1960	5908 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019343665	BEARDEN, JENNIFER JILL	24	8	1	3/24/1974	7111 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019719373	BEASLEY, EVELYN SUE	30	9	1	4/1/1962	4016 PINE STREET TEXARKANA TX 75501
1019510764	BEASLEY, MARTHA MUSE	29	10	1	2/3/1938	42 LANSHIRE DRIVE TEXARKANA TX 75503
1115352467	BECHTOLD, ROBERT MELVIN	34	10	1	10/31/1944	3 DESOTO CIRCLE TEXARKANA TX 75503
1171368702	BECHTOLD, SHIRLEY ANN	34	10	1	11/20/1943	3 DESOTO CIRCLE TEXARKANA TX 75503
2001561553	BECK, JONATHAN WILLIAM	9	7	1	2/11/1976	9 SWEETBRUSH AVENUE TEXARKANA TX 75503

1019481323	BENNETT, LESLIE	25	7	1	8/19/1951	3006 KEVIN AVENUE TEXARKANA TX 75503
1037513215	BERRIOS, JAN ALEJANDRO	19	3	1	10/21/1980	38 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019499531	BETH, MICHAEL WAYNE	17	3	1	2/22/1965	3506 ROBIN LANE TEXARKANA TX 75503
1019332769	BETHEL, JAMES ONEAL	33	4	1	10/14/1950	5709 MEADOWLANDS DRIVE TEXARKANA TX 75503
1184883232	BETHEL, TERESA L	33	4	1	1/31/1955	5709 MEADOWLAND DRIVE TEXARKANA TX 75503
1217374947	BOLTON, WILLIAM GARTH	33	11	1	1/31/1985	5812 MEADOWLAND DRIVE TEXARKANA TX 75503
1051007344	BOOKER, CAROLYN RENE	14	2	1	10/30/1978	113 SAN SABA LANE TEXARKANA TX 75503
1175449222	BOONE, JOHNATHAN NEIL	13	10	1	1/22/1992	111 MEDINA DRIVE TEXARKANA TX 75503
1205102162	BOSTWICK II, FRED LARUE	13	9	1	10/28/1979	112 MEDINA DRIVE TEXARKANA TX 75503
1019609623	BOSWELL, THOMAS GLEN	16	11	1	1/28/1940	22 BIG OAK LANE TEXARKANA TX 75503
1019567852	BOUNDS, DONALD L	25	8	1	2/15/1931	2901 NORTHVIEW STREET TEXARKANA TX 75503
1177310223	BOWERS, AMANDA MICHELLE	29	3	1	12/1/1983	6310 TURTLE CREEK DRIVE TEXARKANA TX 75503
1213186737	BOWMAN, OLGA RENAE	19	2	1	6/22/1982	25 BRIARWOOD CIRCLE TEXARKANA TX 75503
1171113932	BOYD, ROBERT ALLEN	20	6	1	3/28/1969	6705 CAMERON LANE TEXARKANA TX 75503
1058088020	BOYETTE, HOLLIS RAE	3	2	1	6/7/1979	6907 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019739121	BOYETTE, JAMES DANIEL	15	10	1	10/5/1954	5709 FOREST GROVE ROAD TEXARKANA TX 75503
1202001590	BRANNAN, BOBBY WAYNE	23	9	1	2/4/1971	4803 DAVID DRIVE TEXARKANA TX 75503
1165496547	BRANTLEY, JACK FREDRICK	13	6	1	12/31/1956	6401 ELLEN CIRCLE TEXARKANA TX 75503
1019750499	BRASSETT, JEANA MARIE	31	8	1	11/26/1964	4302 AMESDALE DRIVE TEXARKANA TX 75503
1019792101	BROWN, MARJORIE	5	11	1	10/27/1950	3535 S LAKE DRIVE TEXARKANA TX 75501
1019471538	BUCHANAN, DWIGHT DEAN	21	8	1	11/22/1948	4103 CONCORD PLACE TEXARKANA TX 75503
1019492037	BUCHANAN, LISA ANN	21	8	1	2/10/1956	4103 CONCORD PLACE TEXARKANA TX 75503
1019473849	BUDZIOWSKI, MARK ALAN	2	5	1	3/13/1957	36 BIG OAK LANE TEXARKANA TX 75503
1019665709	BUDZIOWSKI, MINA	6	9	1	10/2/1938	3224 OLIVE STREET TEXARKANA TX 75503
1019473854	BUDZIOWSKI, TONI ANN	2	6	1	7/21/1957	36 BIG OAK LANE TEXARKANA TX 75503
1209216340	BURKETT, AARON GLENN	34	3	1	9/30/1984	816 N KENWOOD ROAD TEXARKANA TX 75501
1019785764	BURKS, LAMOYA NICOLE	32	7	1	12/4/1982	4612 VERBENA STREET TEXARKANA TX 75503
1019628279	BURNS, MARY RUTH	16	9	1	1/14/1932	10 BIG OAK LANE TEXARKANA TX 75503
2000802854	BURRELL, CHARLES OMAR	3	8	1	8/27/1972	9010 HOLMES LANE 8 TEXARKANA TX 75503
1019832791	BURROUGHS, LANITA CLARK	22	4	1	2/14/1964	6403 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1019354519	CALHOUN, RAYMOND OLIVER	16	7	1	5/7/1946	5704 LARRY DRIVE TEXARKANA TX 75503
1023995323	CAMPANINI, AUGUST MICHAEL	34	2	1	5/23/1969	700 SOWELL LANE APT 1115 TEXARKANA TX 75501
1019954958	CAMPANINI, SHERRI DENISE	8	8	1	7/8/1970	3702 SYLVIA DRIVE TEXARKANA TX 75503
1197872221	CAMPBELL, MARGIE LEE	34	11	1	4/15/1971	6 CANADIAN CIRCLE TEXARKANA TX 75503
1019578498	CAMPISI, DAWN MARIE	1	6	1	10/30/1964	3002 BRITTNEY LANE TEXARKANA TX 75503
1019696014	CAMPISI, MARA GRAHAM	1	5	1	6/20/1941	12 PARK LANE TEXARKANA TX 75503
1019517942	CARLSON, MARY PATRICIA	26	7	1	6/24/1943	6109 BEN BURROUGH ROAD TEXARKANA TX 75503
1019695890	CARPENTER, ROBERT M	1	5	1	7/22/1942	1019 FAIR OAKS DRIVE TEXARKANA TX 75503
1026879219	CARTER, ALVIN LEE	16	6	1	11/14/1946	5610 LARRY DRIVE TEXARKANA TX 75503
1019328046	CARY, FRANCES ANN	20	2	1	11/28/1948	6713 LAWSON CIRCLE TEXARKANA TX 75503
1019387570	CEARLEY, DONALD DAVID	5	7	1	12/25/1952	5710 WILSHIRE DRIVE TEXARKANA TX 75503

1019724739	CEARLEY, ROWENA TERRELL RIE	5	7	1	4/25/1957	5710 WILSHIRE DRIVE TEXARKANA TX 75503
1019613061	CLARK, DOYLE DEAN	15	5	1	10/4/1944	16 CLAY AVENUE TEXARKANA TX 75503
1019613074	CLARK, JANNIE	15	5	1	7/1/1947	16 CLAY AVENUE TEXARKANA TX 75503
1216213238	CLEMENTZ, AMANDA NICOLE	33	7	1	9/19/1979	5902 SUNNY STREET TEXARKANA TX 75503
1019340165	CLINTON, MARTHA ANNETTE	10	3	1	12/6/1957	4013 CONSTITUTION DRIVE TEXARKANA TX 75503
1019693947	CLINTON, MICHAEL DON	21	2	1	7/15/1951	4013 CONSTITUTION DRIVE TEXARKANA TX 75503
1019755642	COBB, ARNITA MICHELLE	5	6	1	6/12/1973	5103 GALLOPING WAY TEXARKANA TX 75503-0105
1172146622	COLE, ZANE ALEXANDER	22	9	1	7/28/1992	1422 MAIN STREET TEXARKANA TX 75503
1208940332	COLLINS, KOUNTISS CORONA ARTRECE	8	4	1	6/13/1995	207 OAKHILL ROAD TEXARKANA TX 75501
1019432137	COLLINSWORTH, ANDREW K	25	9	1	11/5/1976	5805 KEVIN AVENUE TEXARKANA TX 75503
1019693232	CONNOR, LOIS	18	7	1	5/3/1931	3535 S LAKE DRIVE UNIT 1102 TEXARKANA TX 75501
1019453095	COOK, DEBORAH ANN	19	11	1	11/21/1956	10 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019453105	COOK JR, JAMES LEVI	19	10	1	9/17/1957	10 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019537291	COOK, JOYCE MARIE	22	8	1	11/18/1953	6004 OAK FLAT AVENUE TEXARKANA TX 75503
1043123863	COOK, JUDITH ANN	11	10	1	7/30/1946	3535 S LAKE DRIVE UNIT 3404 TEXARKANA TX 75501
1176549701	COOPER, AMY ELIZABETH	26	7	1	2/12/1977	6107 BEN BURROUGH ROAD TEXARKANA TX 75503-1553
1200853174	COOPER, BRADY MICHAEL	31	6	1	6/1/1995	7402 PALISADES DRIVE TEXARKANA TX 75503
1019366286	COOPER, DAVID	33	2	1	6/2/1953	4021 HONEYSUCKLE LANE TEXARKANA TX 75503
1019515441	COOPER, RICHARD ANDREW	31	6	1	3/10/1971	7402 PALISADES DRIVE TEXARKANA TX 75503
1019515456	COOPER, TRACIE YVETTE	31	5	1	12/2/1970	7402 PALISADES DRIVE TEXARKANA TX 75503
1051085379	COOPER III, WILLIAM ALFRED	26	6	1	3/26/1976	6107 BEN BURROUGH ROAD TEXARKANA TX 75503
1179061523	CORK, NOE CHRISTIAN	24	2	1	8/3/1993	7213 SHILLING CIRCLE TEXARKANA TX 75503
1019516897	COSTON, BEVERLY JEAN	2	11	1	1/29/1945	1 BIG OAK LANE TEXARKANA TX 75503
1019517024	COSTON, JOHN DAVID	15	2	1	9/13/1947	1 BIG OAK LANE TEXARKANA TX 75503
1136923250	COWAN, TAMMY ANN	13	7	1	6/4/1967	115 SIERRA MADRE LANE TEXARKANA TX 75503-2338
1019849834	COZART, JOHN EDWARD	7	7	1	2/2/1947	5106 GALLOPING WAY TEXARKANA TX 75503
1023502537	CRITTENDEN, MARCIA LYNN	3	9	1	10/14/1967	2815 RICHMOND ROAD TEXARKANA TX 75503
1019691419	CROWE, PAUL W	12	2	1	4/24/1935	43 LANSHIRE DRIVE TEXARKANA TX 75503
1019621890	CRUMPTON, PATSY	7	6	1	7/15/1938	105 CRUMPTON DRIVE TEXARKANA TX 75503
1200598427	CUMMINGS, CHRISTINA HOPE	9	4	1	6/16/1995	1023 COLLEGE DRIVE TEXARKANA TX 75503-3239
1060655641	CUMMINGS, JEFFERY EDWARD	27	9	1	10/12/1965	4105 MONROE DRIVE TEXARKANA TX 75503
1081639942	CUMMINGS, SANDRA K	27	9	1	1/14/1968	4105 MONROE DRIVE TEXARKANA TX 75503
2122064321	CUNNINGHAM, BRADLEY ALLEN	24	5	1	6/27/1985	6912 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1059839657	CURRIE, DAVID MCLEAN	20	9	1	5/30/1979	7505 PALISADES DRIVE TEXARKANA TX 75503
1019542365	DANCER JR, CLAUDIE JAMES	18	5	1	3/12/1958	1718 NOLTHENIUS STREET TEXARKANA TX 75501
1019775031	DAVIDSON, CYNTHIA	2	8	1	3/17/1963	17 BIG OAK LANE TEXARKANA TX 75503
1019775049	DAVIDSON, JEFFREY C	2	8	1	10/18/1970	17 BIG OAK LANE TEXARKANA TX 75503
1019689936	DAVIS, GARY JACK	9	3	1	4/14/1945	19 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019361214	DAVIS, ROY LEE	11	8	1	5/12/1937	3535 S LAKE DRIVE TEXARKANA TX 75501
1019525577	DAVIS, RUBY SUSAN	9	3	1	4/26/1946	19 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019479866	DAWSON, CAROL YVONNE	6	5	1	8/18/1957	5903 TURTLE CREEK DRIVE TEXARKANA TX 75503

1019689666	DAY, JOANN RUCKS	32	11	1	9/19/1940	4020 HONEYSUCKLE LANE TEXARKANA TX 75503
1137775842	DEBENPORT, SANDRA THOMAS	2	2	1	10/18/1942	1731 MEADOWBROOK LANE TEXARKANA TX 75501
1042420744	DELGIORNO, MEGHAN HUDDLESTON	24	10	1	2/13/1963	7005 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1039830929	DELGIORNO JR, ROBERT ANTHONY	24	10	1	11/26/1962	7005 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019818578	DELORD, LORETTA ROSE	18	7	1	8/17/1938	3535 S LAKE DRIVE TEXARKANA TX 75501
1191282140	DESJARLAIS, TRAVIS GENE	5	5	1	2/17/1963	18 N FERNWOOD DRIVE TEXARKANA TX 75501
1019766408	DEW, FRANCES J	29	9	1	10/2/1929	20 LANSHIRE DRIVE TEXARKANA TX 75503
1019537301	DICKENS, LARRY RAY	30	10	1	4/12/1950	3905 ELIZABETH STREET TEXARKANA TX 75503
1144131484	DIGGS, HELEN THERESE	9	11	1	5/16/1966	5810 WILSHIRE DRIVE TEXARKANA TX 75503
1019505509	DIXON, DENNIS H	2	6	1	8/26/1957	31 BIG OAK LANE TEXARKANA TX 75503
1059993875	DORRIS, JANICE AGNES	29	6	1	8/10/1950	3 HEATHERWOOD DRIVE TEXARKANA TX 75503
1019405175	DOUGLAS, GARY DON	15	9	1	9/1/1957	6009 SHADYSIDE LANE TEXARKANA TX 75503
1019688501	DOWDLE, VIRGIE MARY	11	8	1	4/15/1936	3535 S LAKE DRIVE 3802 TEXARKANA TX 75501
1019608136	DRUMMOND, LALLA	22	10	1	9/12/1946	6010 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1187159949	DUCH, GARY OSBORNE	27	2	1	6/30/1959	4301 JAN CIRCLE TEXARKANA TX 75503
1019524405	DURKEE, CAROL JEAN	19	5	1	7/4/1952	21 TREASURE HILL DRIVE TEXARKANA TX 75503
1019725258	DYER, FERIBA EARLENE	26	5	1	11/30/1942	6104 BEN BURROUGH ROAD TEXARKANA TX 75503
1215254374	EASLEY, JUSTIN L	16	5	1	8/18/1982	6003 WILSHIRE DRIVE TEXARKANA TX 75503
1019517069	EASTRIDGE, CARL WILLIAM	33	7	1	4/25/1948	5903 SUNNY STREET TEXARKANA TX 75503
1019749944	EDDY, DIANE MCCARTHY	32	5	1	8/20/1943	4204 LOTUS STREET TEXARKANA TX 75503
1019783382	ELMORE, MICHAEL	16	8	1	10/26/1947	4413 WALNUT STREET TEXARKANA TX 75501
1019716457	ENGLEDOWL, HARRELL THOMAS	19	2	1	12/16/1955	2723 MAGNOLIA STREET TEXARKANA TX 75501
1184521475	ERWIN, CARROLL ARTHUR	24	2	1	2/18/1950	7201 SHILLING CIRCLE TEXARKANA TX 75503
1138630689	EVANS, ALEXANDER	23	11	1	1/15/1949	3609 CONNIE LANE TEXARKANA TX 75503
1023437781	EVERETT, PENNY KAY	21	9	1	7/26/1964	4120 CONSTITUTION DRIVE TEXARKANA TX 75503
1019598752	FALLS, MICHAEL EUGENE	13	7	1	3/8/1953	107 SIERRA MADRE LANE TEXARKANA TX 75503
1215494272	FASOLINO, ANNA ELIZABETH	12	8	1	5/9/1989	35 HEATHERWOOD DRIVE TEXARKANA TX 75503
1156771224	FASOLINO, DAVID EDWARD	12	7	1	10/27/1990	35 HEATHERWOOD DRIVE TEXARKANA TX 75503
1022263574	FAULKINBURY, ROYCE ANN	11	6	1	11/24/1944	3535 S LAKE DRIVE TEXARKANA TX 75501
1151338921	FISHER, ERICA ALINE	8	7	1	3/19/1984	3806 SYLVIA DRIVE TEXARKANA TX 75503-0878
1019321275	FITZGERALD, WILLIAM DAVID	30	7	1	10/6/1965	3910 PINE STREET TEXARKANA TX 75501
1024127773	FOMBY, SHERRI ANN	33	8	1	8/21/1967	5905 SUNNY STREET TEXARKANA TX 75503
1019684515	FOREMAN, GERRY E	6	3	1	3/8/1937	6001 WILSHIRE DRIVE TEXARKANA TX 75503
1019602489	FORRESTER JR, BILLY CLAUDE	28	9	1	11/9/1961	3813 WYATT LANE TEXARKANA TX 75503
1019611029	FRAZIOR, ROGER FRANCIS	7	2	1	12/31/1943	145 SKYLARK DRIVE TEXARKANA TX 75503
1019467515	FRENCH, PEGGY JEAN	31	10	1	9/26/1957	4202 E JAN CIRCLE TEXARKANA TX 75503
1163750656	GANJIZADEH, JENNA SUZSANNE	29	2	1	4/8/1987	6302 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019682795	GARY, CLARICE V	6	10	1	9/17/1935	9 FOREST BROOK LN TEXARKANA TX 75503
1058511036	GASTON, VAUGHN EARL	22	4	1	4/11/1948	6212 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1058422503	GATHRIGHT, GARY GENE	1	10	1	8/3/1972	6704 LAWSON CIRCLE TEXARKANA TX 75503
1019322408	GATHRIGHT, NANCY MAE	1	10	1	12/28/1974	6704 LAWSON CIRCLE TEXARKANA TX 75503

1163774950	GATLIN-DEAL, MELISSA	14	4	1	7/12/1979	506 ROBBINS STREET TEXARKANA TX 75501
1215018721	GAUL, MARK EDWARD	24	3	1	12/27/1978	7302 SHILLING CIRCLE TEXARKANA TX 75503
1019808754	GAY, JILL MARIE	2	5	1	7/22/1958	5803 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019777085	GAY, SANFORD WHATLEY	2	2	1	1/27/1950	5803 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019708124	GEORGE, JEFFREY	12	6	1	1/4/1957	37 LANSHIRE DRIVE TEXARKANA TX 75503
1019708130	GEORGE, KATHERINE	12	7	1	8/15/1963	37 LANSHIRE DRIVE TEXARKANA TX 75503
1043491290	GIBBONS, DONNA GAY	6	2	1	5/22/1959	5910 WILSHIRE DRIVE TEXARKANA TX 75503
1019486902	GIBSON, SUZANNE	21	7	1	6/18/1961	4101 CONCORD PLACE TEXARKANA TX 75503
1209938322	GILDON, MEGHAN LEA	32	8	1	5/27/1988	4619 VERBENA STREET TEXARKANA TX 75503
1019435745	GILL, RUTH MAXWELL	30	4	1	11/16/1942	4227 PINE STREET TEXARKANA TX 75501
2000350406	GILLETTE, CARLEY MCKENZIE	26	8	1	8/10/1989	3019 NEWPORT AVENUE TEXARKANA TX 75503
1019475202	GOLLWITZER, JOHN FRANK	30	2	1	6/7/1948	4208 PINE STREET TEXARKANA TX 75501
1019567689	GRAVES, MARCUS JEAN	15	2	1	1/14/1966	1 CLAY AVENUE TEXARKANA TX 75503
1022024847	GRAY, ROBERT STEPHEN	18	3	1	2/26/1956	3515 ARISTA BOULEVARD APT 418 TEXARKANA TX 75503-1235
1019313509	GREENE, HAROLD EUGENE	7	5	1	11/21/1944	122 CRUMPTON DRIVE TEXARKANA TX 75503
1019313513	GREENE, MERIDA JANICE	7	5	1	7/14/1949	122 CRUMPTON DRIVE TEXARKANA TX 75503
1164189411	GREENLEE, WENDY DAWN	13	5	1	8/2/1970	5001 WOODGATE DRIVE TEXARKANA TX 75503
1184703370	GUSTAFSON, KATIE LYNN	7	3	1	8/9/1982	155 SKYLARK DRIVE TEXARKANA TX 75503
1019680011	HAGEN, JOE R	15	8	1	1/3/1935	20 TAMAR DRIVE TEXARKANA TX 75503
1019680024	HAGEN, MARIE C	15	8	1	12/30/1935	20 TAMAR DRIVE TEXARKANA TX 75503
1218670689	HALE, CALEB JOSPEH	3	8	1	7/5/1974	11 BRIARWOOD CIRCLE TEXARKANA TX 75503
1155745239	HALEY, ALYSSA BROOKE	23	3	1	5/26/1976	3512 TROTTER LANE TEXARKANA TX 75503
1013625873	HALEY, ROBERT JESSIE	23	3	1	9/3/1969	3512 TROTTER LANE TEXARKANA TX 75503
1024090089	HALL, JACOB THOMAS	27	3	1	6/11/1982	4325 JAN CIRCLE TEXARKANA TX 75503
1019603742	HALLMARK, JANIS POPE	31	11	1	10/6/1939	4207 JAN CIRCLE TEXARKANA TX 75503
1177012950	HAMILTON, TONI MARIE	23	8	1	12/18/1970	4705 DAVID DRIVE TEXARKANA TX 75503-1165
1019506892	HAMMETT, JENNIFER MARCELLA	9	6	1	8/15/1963	15 STONERIDGE CIRCLE TEXARKANA TX 75503
1019511728	HARMON, CHRISTOPHER PAUL	3	6	1	1/26/1972	5313 GALLOPING WAY TEXARKANA TX 75503
1034212815	HARRIS, JOHN JASON	20	10	1	5/11/1977	7411 PALISADES DRIVE TEXARKANA TX 75503
1215989428	HATHOOT, BENJAMIN CONNOR	29	8	1	11/19/1996	4 LANSHIRE DRIVE TEXARKANA TX 75503
1170627638	HATHOOT, CAROLINE E	29	7	1	6/16/1965	4 LANSHIRE DRIVE TEXARKANA TX 75503
1155495992	HAWKINS, KENNETH ROBERT	28	11	1	4/20/1978	5109 WOODGATE DRIVE TEXARKANA TX 75503
1213628864	HAWKS, RUTH HELEN	4	7	1	10/27/1940	3535 S LAKE DRIVE APT 401 TEXARKANA TX 75501
1030091663	HAZLEWOOD, RICHARD LEE	11	2	1	8/17/1938	3535 S LAKE DRIVE UNIT 2602 TEXARKANA TX 75501
1171885905	HEATH, EUGENIA JO	18	10	1	8/20/1951	3535 S LAKE DRIVE TEXARKANA TX 75501
1088378034	HENDERSON, LISA NASH	18	11	1	6/16/1958	3535 S LAKE DRIVE TEXARKANA TX 75501
1021176102	HENDERSON, ROBERT LYNN	8	3	1	6/9/1953	3804 CONNIE LANE TEXARKANA TX 75503
1180875141	HENDRICKSON, KEYNA ELIZABETH	33	10	1	10/28/1974	5816 MEADOWLAND DRIVE TEXARKANA TX 75503
1019676330	HENRY, LEO PATRICK	24	9	1	1/4/1938	7009 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019367043	HICKINGBOTTOM, BOBBY RAY	20	7	1	9/2/1969	6609 PALISADES DRIVE TEXARKANA TX 75503
1021159062	HIGGINS, ANNE DURKEE	19	4	1	3/22/1986	40 BRIARWOOD CIRCLE TEXARKANA TX 75503

1208083893	HIGGINS, BRANDON JAMES	19	4	1	11/3/1985	40 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019815374	HILTON, RANDY MACK	10	6	1	7/16/1963	3912 CONCORD PLACE TEXARKANA TX 75503
1019786183	HINES, MELODY ANN	9	4	1	12/31/1970	6604 SPRINGWOOD CIRCLE TEXARKANA TX 75503
1019356295	HODDE, RICHARD EUGENE	4	4	1	9/14/1960	11 HOLLY RIDGE DRIVE TEXARKANA TX 75503
1019522631	HOOPER, BERTHA L	32	10	1	12/4/1953	1629 W 18TH STREET TEXARKANA TX 75501
1019827611	HORTON, WILLIAM LYNWOOD	21	9	1	9/28/1953	4110 LOTUS STREET TEXARKANA TX 75503
1019541226	HOWARD, WILLIAM KEN	27	4	1	7/26/1946	4212 IDALOU DRIVE TEXARKANA TX 75503
1019323093	HUDSON, MAURY ALAN	29	7	1	12/30/1960	3 LANSHIRE DRIVE TEXARKANA TX 75503
1019846200	HUGHES, CAROLYN GLASGOW	11	2	1	2/16/1948	40 LANSHIRE DRIVE TEXARKANA TX 75503-1658
1019603761	HUGHES, DAVID STANLEY	11	3	1	10/6/1946	40 LANSHIRE DRIVE TEXARKANA TX 75503-1658
1189255958	HUHE, MICHAEL ALLAN	18	2	1	10/2/1976	702 OLD BOSTON ROAD TEXARKANA TX 75501
1019399652	HURT, REGINA LYNNE	8	11	1	4/2/1962	3606 MELODY LANE TEXARKANA TX 75503-0884
1019609411	JACKSON, GARY LYNN	7	9	1	8/13/1948	5104 HIGH DRIVE TEXARKANA TX 75503
1019578860	JAMES, STEPHEN FRANK	25	5	1	10/12/1946	3004 FORTUNE AVENUE TEXARKANA TX 75503
1019428512	JAMISON, LATOYA SHAMESE	8	4	1	2/11/1975	3813 SYLVIA DRIVE TEXARKANA TX 75503-0845
1200853142	JOHNSON, JOSHUA MICHAEL	4	4	1	7/15/1979	3112 FORTUNE AVENUE TEXARKANA TX 75503
1019610670	JOHNSON, MERIDA	13	3	1	8/11/1943	5105 WOODGATE DRIVE TEXARKANA TX 75503
1019769384	JOHNSON, RAYMOND ALLEN	18	6	1	1/21/1964	4010 HAZEL STREET TEXARKANA TX 75503
1079081409	JOHNSTON, JERRI LYNN	17	10	1	9/26/1963	86 BELLA VISTA CIRCLE TEXARKANA TX 75503
1019607325	JONES, BRENDA GAYLE	21	4	1	7/20/1951	5909 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1019781435	JONES, CHESTER EDWARD	17	10	1	3/20/1945	2409 ELINOR DRIVE TEXARKANA TX 75501
1019607341	JONES, DANNY RAY	21	4	1	10/14/1945	5909 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1019560486	JONES, DEBRA ANN	15	9	1	5/1/1962	6005 SHADYSIDE LANE TEXARKANA TX 75503
1019593105	JONES, GARY DEAN	5	4	1	9/7/1961	6005 SHADYSIDE LANE TEXARKANA TX 75503
1019347818	JONES, JOE MICHAEL	13	2	1	5/28/1956	5107 WOODGATE DRIVE TEXARKANA TX 75503
1019347825	JONES, PATRICIA LYNN	13	2	1	2/12/1955	5107 WOODGATE DRIVE TEXARKANA TX 75503
1036334114	JONES, RICHARD ARLEN	22	7	1	11/15/1936	6209 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1019404961	JOYNER JR, ROBERT R	7	6	1	8/7/1954	112 CRUMPTON DRIVE TEXARKANA TX 75503
1019482818	KEENER JR, WILLIE CONNWAY	1	3	1	12/30/1956	3311 PLEASANT GROVE ROAD TEXARKANA TX 75503
1208440645	KEITH, MICHAEL KENNETH	4	5	1	11/16/1978	6001 RUSTON ROAD TEXARKANA TX 75503
1020488965	KELLEY JR, DONNIE VON	1	2	1	12/23/1981	3604 MELODY LANE TEXARKANA TX 75503-0884
1019759993	KELLEY, MONICA DEANN	8	10	1	1/20/1982	3604 MELODY LANE TEXARKANA TX 75503
1207309626	KELLY, OPERINE	4	8	1	3/28/1929	3535 S LAKE DRIVE TEXARKANA TX 75501
1023670275	KENNEDY, DAVID ROBERT	10	9	1	4/21/1982	4105 ARBOR DRIVE TEXARKANA TX 75503
1019465006	KENNEMER, ROSA LEE	6	9	1	1/31/1938	3608 SKYLINE BOULEVARD TEXARKANA TX 75503
1019617820	KERBY, ARLIE V	22	2	1	1/6/1949	6532 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1019568033	KERBY, JONI LEIGH	22	2	1	3/24/1960	6532 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1161747264	KINCAID, RAEANNA LOYCE	27	6	1	6/7/1973	4303 IDALOU DRIVE TEXARKANA TX 75503
1167262283	KINCAID, RICHARD SCOTT	27	6	1	8/27/1962	4303 IDALOU DRIVE TEXARKANA TX 75503
1019669677	KINNEY SR, DAVID CARROLL	28	11	1	6/15/1942	4206 LOTUS STREET TEXARKANA TX 75503
1019669696	KINNEY, MARY TYSON	5	9	1	5/31/1942	4206 LOTUS STREET TEXARKANA TX 75503

1183306792	KIRK, JOANN	14	4	1	3/29/1971	120 ROYALE DRIVE TEXARKANA TX 75503
1189090700	KLIEWER, ERNESTINA DELCARMEN	16	10	1	11/11/1966	20 BIG OAK LANE TEXARKANA TX 75503
1190348867	KLIEWER, WILLIAM DEAN	16	11	1	12/17/1958	20 BIG OAK LANE TEXARKANA TX 75503
1197872039	KUCH, NY BUN	19	11	1	3/13/1950	14 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019751326	LANIER, JOHN CARLTON	2	11	1	10/3/1948	7 BIG OAK LANE TEXARKANA TX 75503
1019799388	LAUCK, KRISTINA RENEE	30	11	1	2/28/1974	6409 PRESTIGE LANE TEXARKANA TX 75503
1019474569	LAUCK, PAUL ANTHONY	30	2	1	12/1/1968	6312 TURTLE CREEK DRIVE TEXARKANA TX 75503
1147234813	LAVIELLE, ALLISON DENAE	1	11	1	11/8/1989	6715 LAWSON CIRCLE TEXARKANA TX 75503
1078621210	LAVIELLE, WILLIAM MATTHEW	1	11	1	12/9/1983	6715 LAWSON CIRCLE TEXARKANA TX 75503
1019818469	LAWRENCE, AMY M	28	8	1	7/8/1979	6108 DEERFIELD DRIVE TEXARKANA TX 75503
1144079369	LENOIR, LATUNJI JUAN	26	11	1	6/19/1964	6003 SANDLIN AVENUE TEXARKANA TX 75503
1209157815	LILLIS, SCOTT ELIJAH	29	11	1	3/28/1979	56 LANSHIRE DRIVE TEXARKANA TX 75503
1019609858	LOE, ARLIS WAYNE	28	6	1	10/6/1941	6110 SHADYSIDE LANE TEXARKANA TX 75503
1019491547	LOHSE, CHRISTOPHER KIRK	30	6	1	3/31/1960	4101 PINE STREET TEXARKANA TX 75501
1022059044	LONG, LISA HALL	24	6	1	4/4/1978	7006 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019415278	LOTKOWSKI, MARK STEPHEN	27	10	1	7/13/1965	4104 MONROE DRIVE TEXARKANA TX 75503
1019315354	LUCAS, BETTY L	11	5	1	8/12/1931	3535 S LAKE DRIVE UNIT 3101 TEXARKANA TX 75501
1019783191	LUEBBERT, MARLAINA ADRIAN	19	6	1	2/15/1957	50 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019783221	LUEBBERT, STEPHEN PAUL	19	6	1	11/24/1946	50 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019612785	LYNCH, MARY	13	11	1	11/16/1943	110 MEDINA DRIVE TEXARKANA TX 75503
1019389564	MADDOX, STEPHANIE GAY	3	2	1	12/13/1959	7309 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1058090928	MAGGIO, AMERICA	2	9	1	1/7/1941	16 BIG OAK LANE TEXARKANA TX 75503
1019606660	MALONE, DONALD DAVID	22	5	1	11/13/1943	6208 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1181311766	MANGHAM, JEAN LYNN	11	7	1	12/2/1951	3535 S LAKE DRIVE APT 3804 TEXARKANA TX 75501
1023501902	MARCHESANI, CINDY ELLEN	8	7	1	5/30/1969	3703 SYLVIA DRIVE TEXARKANA TX 75503
1159037949	MARCHETTA, JUDE MICHAEL	34	6	1	10/1/1988	410 S LAKE DRIVE TEXARKANA TX 75501
1201671346	MARLEY, BRITT FRANKLIN	28	10	1	11/1/1958	3807 WYATT LANE TEXARKANA TX 75503
1019661014	MARLEY, LOU ETTA	28	10	1	10/5/1934	3807 WYATT LANE TEXARKANA TX 75503
1168278093	MARSHALL, NANCY ANN	28	3	1	6/10/1965	9 TAMAR DRIVE TEXARKANA TX 75503
1148358997	MARSHALL, YARSHEKA DONYELL	32	6	1	7/29/1977	4610 VERBENA STREET TEXARKANA TX 75503
1027457586	MARTIN, AMANDA ELAINE	33	2	1	8/21/1984	4023 HONEYSUCKLE LANE TEXARKANA TX 75503
1019661120	MARTIN, JAMES AUSTIN	29	8	1	12/20/1938	8 LANSHIRE DRIVE TEXARKANA TX 75503
1019660892	MARTIN, VIRGINIA MAE	6	6	1	12/26/1935	5815 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019386903	MAYO, ALISON MARIE	24	11	1	3/26/1976	7001 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019830814	MAYO, KELLI ANNETTE	25	8	1	7/18/1974	2902 NORTHVIEW STREET TEXARKANA TX 75503
1019402676	MCCLURE, MARY KATHLEEN	30	3	1	4/5/1955	4224 PINE STREET TEXARKANA TX 75501
1019659745	MCCOLLUM, WANDA L	6	8	1	3/10/1938	5703 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019450681	MCCORKLE, VICKI JEAN	25	2	1	2/3/1964	3111 FORTUNE AVENUE TEXARKANA TX 75503
1019829937	MCCOWN, DOROTHY	17	9	1	4/11/1944	3535 S LAKE DRIVE TEXARKANA TX 75501
1040445781	MCDANIEL, AARON LEE	20	7	1	11/6/1972	6701 CAMERON LANE TEXARKANA TX 75503
1019567102	MCDONALD, BOBBY JOE	27	7	1	7/3/1941	4613 YUCCA STREET TEXARKANA TX 75503

1019475605	MCDONALD, KELLIE JOANN	21	6	1	3/5/1970	5806 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1026839525	MCDONALD II, WILLIAM A	21	7	1	1/20/1966	5806 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1019659347	MCDOWELL, DORIS LYNN	7	11	1	2/16/1945	3701 HILLSIDE DRIVE TEXARKANA TX 75503
1019556732	MCDOWELL, PATRICIA ELAINE	10	4	1	5/16/1948	4012 CONSTITUTION DRIVE TEXARKANA TX 75503
1019788994	MCDOWELL, POLLY	6	7	1	12/29/1932	5709 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019658888	MCDOWELL, TERRELL B	7	11	1	3/1/1944	3701 HILLSIDE DRIVE TEXARKANA TX 75503
1019507906	MCDOWELL, WILLIAM BRUCE	10	4	1	7/11/1948	4012 CONSTITUTION DRIVE TEXARKANA TX 75503
1019842890	MCELROY, JOHN HANSELL	10	9	1	9/14/1939	4008 CONSTITUTION DRIVE TEXARKANA TX 75503
1019659126	MCGEE, CAROLYN	14	5	1	8/7/1935	215 NEW CASTLE STREET TEXARKANA TX 75503
1013565670	MCGEE, DELINDA GERTRUDE	11	3	1	7/18/1949	3535 S LAKE DRIVE APT 2801 TEXARKANA TX 75501
1019658651	MCGEE III, JOEL R	14	5	1	3/14/1935	215 NEW CASTLE STREET TEXARKANA TX 75503
1185997439	MCINNIS, JOHN M	26	10	1	5/23/1962	3013 NEWPORT AVENUE TEXARKANA TX 75503
1019620274	MCMELLON, JAMES DARRELL	6	11	1	8/21/1940	5702 TURTLE CREEK DRIVE TEXARKANA TX 75503
1019657516	MEANS, CAROL ROBERT	8	3	1	11/17/1944	3704 CONNIE LANE TEXARKANA TX 75503
1154607121	MILLER, ANNE MARIE	9	2	1	2/6/1967	15 BRIARWOOD CIRCLE TEXARKANA TX 75503
1218652159	MILLER, BRIAN LEE	9	2	1	3/18/1966	15 BRIARWOOD CIRCLE TEXARKANA TX 75503
1190917474	MILLS, NATALIE	31	5	1	8/25/1979	7404 PALISADES DRIVE TEXARKANA TX 75503
1019347632	MINTON, BRYAN ONEAL	12	4	1	10/5/1984	41 LANSHIRE DRIVE TEXARKANA TX 75503
2000321136	MINTON, LUCY HART LYMAN	11	3	1	7/12/1973	41 LANSHIRE DRIVE TEXARKANA TX 75503
1019484764	MINTON, MICHEAL LANE	12	5	1	12/3/1972	5906 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1020749588	MINTON, SEAN RYAN	12	5	1	12/16/1982	41 LANSHIRE DRIVE TEXARKANA TX 75503
1019484772	MINTON, WILLIAM LANE	12	6	1	2/9/1951	5906 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1019657043	MIOT, CHARLES C	34	4	1	11/5/1946	3106 CRESTRIDGE DRIVE TEXARKANA TX 75503
1019417183	MIOT, DENISE KAY	34	3	1	3/6/1951	3106 CRESTRIDGE DRIVE TEXARKANA TX 75503
1019350465	MITCHELL, BEULAH LEE	13	3	1	8/22/1935	5103 WOODGATE DRIVE TEXARKANA TX 75503
1020119735	MIXON, KATHY	14	2	1	6/4/1955	117 SAN SABA LANE TEXARKANA TX 75503
1170765984	MOHUNDRO, SHERYL KAY	19	9	1	3/6/1963	9 BRIARWOOD CIRCLE TEXARKANA TX 75503
1020470413	MONROE, BETTY A	6	8	1	8/7/1936	3701 HOLLOWAY DRIVE TEXARKANA TX 75503
1019593506	MONTE, ALEC VIRGIL	13	11	1	7/28/1947	102 SAN SABA LANE TEXARKANA TX 75503
1020179188	MOORE, DOUGLAS WAYNE	10	3	1	11/27/1962	36 BRIARWOOD CIRCLE TEXARKANA TX 75503
2122600683	MOORE, JAMIE ANNETTE	10	2	1	1/17/1963	36 BRIARWOOD CIRCLE TEXARKANA TX 75503
2121504646	MOORE, STEPHANIE ELLEN	10	2	1	11/2/1997	36 BRIARWOOD CIRCLE TEXARKANA TX 75503
1147849090	MOORE, TYLER ANTHONY	27	3	1	12/6/1989	4311 JAN CIRCLE TEXARKANA TX 75503
2124131883	MORANIEC, MITZI G	18	8	1	2/7/1964	3535 S LAKE DRIVE APT 1103 TEXARKANA TX 75501
1019789205	MORRIS II, ROBERT FULTON	23	7	1	8/4/1970	3522 CONNIE LANE TEXARKANA TX 75503
1019850564	MOSER, SHAWNA ELAINE	23	8	1	12/21/1977	4703 DAVID DRIVE TEXARKANA TX 75503
1206951408	MOTHERSHED, MICHEAL DAYTON	3	5	1	12/27/1960	107 WADE LANE TEXARKANA TX 75501
1019732170	MUHAMMAD, JUDY ANN	4	9	1	7/12/1951	3535 S LAKE DRIVE TEXARKANA TX 75501
1019506386	MUIRHEAD, CHARLOTTE LORENE	9	10	1	2/16/1941	5711 WILSHIRE DRIVE TEXARKANA TX 75503
1178746339	MULLINS, AIMEE DENISE	27	8	1	7/14/1987	4106 MONROE DRIVE TEXARKANA TX 75503
1143059441	MULLINS, COLTON QUIN	27	8	1	4/3/1989	4106 MONROE DRIVE TEXARKANA TX 75503

1019579966	MURDOCK, SHEILA KAY	5	8	1	10/15/1954	4614 VERBENA STREET TEXARKANA TX 75503
1019520321	MURPHY, BETH MARGARET	2	3	1	12/7/1947	14 STONERIDGE CIRCLE TEXARKANA TX 75503
1019564903	NANTZE, MONTA ARNOLD	13	9	1	8/15/1952	104 MEDINA DRIVE TEXARKANA TX 75503
1206173913	NEAL, BIANCA LAVERNE	9	10	1	2/4/1955	5704 WILSHIRE DRIVE TEXARKANA TX 75503
1164114431	NEAL, JEFFERY SCOTT	2	10	1	12/3/1963	11 BIG OAK LANE TEXARKANA TX 75503
1019376081	NEAL, KELLY BROOKS	23	5	1	6/1/1975	4116 CONSTITUTION DRIVE TEXARKANA TX 75503
1019796671	NEAL, THOMAS EARL	23	5	1	5/4/1977	4116 CONSTITUTION DRIVE TEXARKANA TX 75503
1204226278	NOBLE, CHRISTOPHER SCOTT	26	10	1	7/10/1970	3011 NEWPORT AVENUE TEXARKANA TX 75503
2122088808	NOBLE, LETASHA DIYALE	30	6	1	8/7/1980	4017 PINE STREET TEXARKANA TX 75501
1019705325	NORMENT, KATHRYN LYNETT	10	5	1	3/30/1954	5707 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1019710068	NORMENT JR, PHYINIZE OWEN	10	6	1	9/15/1954	5707 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1173256633	NORTON, KRYSTAL LYNN	9	5	1	5/18/1983	2404 STEVENSON STREET TEXARKANA TX 75501
1019419697	NORTON, TOMMY WAYNE	16	7	1	5/5/1946	2 HOLIDAY LANE TEXARKANA TX 75503
1019562340	NUTT, DEBORAH ANN	27	7	1	5/23/1957	4204 MONROE DRIVE TEXARKANA TX 75503
1184692162	OCORR, CHARLES STEWART	22	6	1	4/5/1962	6217 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1138985455	OCORR, LENNIE RUTH	22	6	1	2/17/1959	6217 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
2000903236	OLIVER, JAMIE SHOOK	1	8	1	4/16/1971	6614 PALISADES DRIVE TEXARKANA TX 75503
2000903243	OLIVER, JEFFREY LYNN	1	6	1	7/18/1969	6614 PALISADES DRIVE TEXARKANA TX 75503
1059995974	OLLER, FRANK T	5	5	1	1/5/1977	5808 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1023505087	OSBORNE, KRYSTAL KAYE	25	10	1	8/27/1977	3004 KEVIN AVENUE TEXARKANA TX 75503
2000436377	OTOOLE, GINA CHIP	7	8	1	10/18/1963	5102 HIGH DRIVE TEXARKANA TX 75503
1019628137	OUBRE, DAVID WHITNEY	11	11	1	7/16/1947	6114 SHADYSIDE LANE TEXARKANA TX 75503
1018876757	PADRON, BARBARA ALLEN	5	9	1	6/11/1985	5608 LARRY DRIVE TEXARKANA TX 75503-1403
1213631405	PADRON, JOHN WILLIAM	5	8	1	11/6/1986	5608 LARRY DRIVE TEXARKANA TX 75503
1019458171	PARSONS, THOMAS HENRY	19	8	1	2/26/1969	17 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019458185	PARSONS, TOBI RICKETTS	19	9	1	6/13/1970	17 BRIARWOOD CIRCLE TEXARKANA TX 75503
1170594793	PATE, BRITTANY MICHELLE	13	8	1	9/18/1985	118 SIERRA MADRE LANE TEXARKANA TX 75503
1019419147	PATMAN, MARY F	28	5	1	4/5/1938	6008 SHADYSIDE LANE TEXARKANA TX 75503
1019563208	PATTERSON JR, MARTIN JORDAN	29	10	1	11/21/1940	44 LANSHIRE DRIVE TEXARKANA TX 75503
1166268304	PAUL, VIRGINIA LOUISE	18	9	1	10/1/1950	3535 S LAKE DRIVE 692 TEXARKANA TX 75501
1019369208	PAYNE, JOHN MICHAEL	21	6	1	1/15/1952	5813 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1165630433	PEARCY, VICTORIA MICHELLE	32	2	1	3/24/1987	4107 MONROE DRIVE TEXARKANA TX 75503
1019490152	PEGUE, DEMARCUS EUGENE	3	5	1	5/21/1971	1801 CHELF ROAD TEXARKANA TX 75501
1019705179	PENINGER, VIRGINIA RUTH	12	4	1	2/26/1951	41 LANSHIRE DRIVE TEXARKANA TX 75503
1019525447	PENNINGTON, ALVIS LEE	31	3	1	11/29/1947	7510 PALISADES DRIVE TEXARKANA TX 75503
1019539434	PENNINGTON, LISBETH	31	3	1	4/21/1950	7510 PALISADES DRIVE TEXARKANA TX 75503
1019666731	PENTURF, LOIS MARIE	32	3	1	12/22/1951	4607 YUCCA STREET TEXARKANA TX 75503
1019332898	PETERS, ANTOINETTE ANDREA	26	3	1	5/16/1956	3103 KELLER AVENUE TEXARKANA TX 75503
1019809785	PETERS, CONOR MARY	26	3	1	2/11/1954	3103 KELLER AVENUE TEXARKANA TX 75503
1150639729	PHELPS, ARTHUR WAYNE	33	9	1	8/16/1939	5906 SUNNY STREET TEXARKANA TX 75503
1021163289	PHELPS, JOHNA KAY	33	6	1	5/14/1952	5906 SUNNY STREET TEXARKANA TX 75503

2003634484	PHILLIPS, CHEYENNE KAITLYN	30	4	1	10/20/1992	4221 PINE STREET TEXARKANA TX 75501
1019794527	PICKENS, EMMA LOU	8	2	1	12/23/1934	3705 CONNIE LANE TEXARKANA TX 75503
1019534657	PICKENS, WILLIAM ROBERT	8	2	1	5/13/1935	3702 CONNIE LANE TEXARKANA TX 75503
1019412776	PIER, CAROL ANNE	16	10	1	7/8/1965	15 BIG OAK LANE TEXARKANA TX 75503
1019439007	PIERCE, RUSSELL LYNN	16	3	1	8/24/1958	6203 POLLY DRIVE TEXARKANA TX 75503
1205480984	PIERSON, ELAINE C	18	11	1	12/16/1947	3535 S LAKE DRIVE APT 1402 TEXARKANA TX 75501
2119811162	POLLOCK, TOMMY LEE	26	5	1	4/22/1974	3114 KELLER AVENUE TEXARKANA TX 75503
1019604379	PONDER, GEORGE RICKY	17	6	1	11/18/1952	7 HOLLY RIDGE DRIVE TEXARKANA TX 75503
1149008081	PONDER, LUCAS AARON	28	5	1	1/16/1980	6004 SHADYSIDE LANE TEXARKANA TX 75503
1019368842	POPE, NANNETTE	33	5	1	6/30/1952	5713 MEADOWLANDS DRIVE TEXARKANA TX 75503
1028335479	POWELL, KIM DEREK	33	9	1	1/25/1967	1 VALLEY VIEW CIRCLE TEXARKANA TX 75501
2001766368	POWELL, VEDA THOMPSON	4	9	1	9/30/1925	3535 S LAKE DRIVE 601 TEXARKANA TX 75501
1021855990	POWERS, BRUCE CHARLES	34	2	1	5/18/1959	3811 HUNTERS RIDGE TEXARKANA TX 75503
1019382389	POWERS, SHANNON LYNN	10	11	1	5/16/1964	1721 N ANN STREET TEXARKANA TX 75501
1019400982	PREE, CORY JAMAR	2	4	1	5/28/1977	3910 IVY LANE TEXARKANA TX 75503-2239
1019394419	PRESLEY, MARK WAYMON	9	9	1	4/9/1961	5610 WILSHIRE DRIVE TEXARKANA TX 75503
1019321908	PRICE, KAREN ANN	4	11	1	6/16/1946	3535 S LAKE DRIVE TEXARKANA TX 75501
1213057893	PURDY JR, ROGER ALAN	30	9	1	7/15/1979	4024 PINE STREET TEXARKANA TX 75501
1020488908	QUINN, CHELSEA NICOLE	10	10	1	12/2/1985	5811 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1155667832	QUINN, FLORA DELL	10	10	1	12/24/1938	4109 ARBOR DRIVE TEXARKANA TX 75503
1215773184	QUINN, JOHN ALEXANDER	10	7	1	11/24/1996	5811 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1031198384	QUINN, JOHN KENNEDY	10	8	1	9/27/1960	5811 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1145939711	QUINN, PATRICIA DAWN	10	8	1	1/28/1965	5811 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1025056588	RAFFAELLI, JOSEPH WRIGHT	9	8	1	8/28/1964	5611 WILSHIRE DRIVE TEXARKANA TX 75503
1019360733	RAFFAELLI, MICHELLE	9	8	1	4/9/1965	5611 WILSHIRE DRIVE TEXARKANA TX 75503
1019605058	RANKIN, LINDA JANE	25	4	1	12/26/1955	3006 FORTUNE AVENUE TEXARKANA TX 75503
1019412043	RANKIN, ROBERT JAYSON	25	4	1	10/15/1965	3006 FORTUNE AVENUE TEXARKANA TX 75503
1019606246	REED, BARBARA FRANCES	3	3	1	10/12/1946	7307 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1081531783	REID, JAMES VERNON	7	9	1	12/5/1946	3703 HILLSIDE DRIVE TEXARKANA TX 75503
1081827436	REID, LINDA SMITH	7	10	1	5/11/1944	3703 HILLSIDE DRIVE TEXARKANA TX 75503
1182368967	RILES, MARION CHARLES	18	2	1	1/21/1965	1417 S LAKE DRIVE TEXARKANA TX 75501
1019743606	ROBERTS, LINDA FAYE	17	7	1	6/22/1942	3535 S LAKE DRIVE TEXARKANA TX 75501
1019463585	ROBERTS, MARK STEPHEN	16	8	1	6/3/1957	5703 LARRY DRIVE TEXARKANA TX 75503
1019611616	ROBERTSON, REBECCA M	15	4	1	9/14/1945	7 CLAY AVENUE TEXARKANA TX 75503
1156161450	ROBINSON, CLINT MICHAEL	17	6	1	2/21/1972	6201 BEL AIR DRIVE TEXARKANA TX 75503
1019573912	ROBINSON, TOMMY LEE	22	3	1	10/16/1965	6402 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
2000230228	RODRIGUEZ, SHELLEY BETH	6	11	1	4/4/1974	5603 TURTLE CREEK DRIVE TEXARKANA TX 75503
1219284772	ROEDER, SUZANNE MARIE	15	11	1	10/27/1976	6113 SHADYSIDE LANE TEXARKANA TX 75503-1449
1171480573	ROGERS, JOE WALTON	32	5	1	3/2/1945	4204 LOTUS STREET TEXARKANA TX 75503
1141733485	ROMINE, CAROLYN SMITH	7	10	1	10/20/1951	3706 HILLSIDE DRIVE TEXARKANA TX 75503
2120182679	ROOKS, JOHN GRAY	24	7	1	1/9/1951	7104 SHADOW BROOKE DRIVE TEXARKANA TX 75503

1187731317	ROSAR, JOSEPH THOMAS	16	6	1	7/22/1952	5201 SUMMERHILL ROAD TEXARKANA TX 75503
1137824295	ROSS, AMANDA KAY	9	7	1	4/7/1979	4212 AMESDALE DRIVE TEXARKANA TX 75503
1019531095	ROWDEN, DARRELL DALE	4	5	1	8/29/1958	3701 MELODY LANE TEXARKANA TX 75503
1019557392	ROY, DORA FAYE	11	6	1	2/18/1938	3535 S LAKE DRIVE TEXARKANA TX 75501
1019333239	ROYSTON, MAXINE	25	11	1	4/4/1939	3005 KEVIN AVENUE TEXARKANA TX 75503
1130405329	RUFF, AMY WEBER	8	5	1	10/17/1975	3809 SYLVIA DRIVE TEXARKANA TX 75503-0845
1019846198	SAMS, GRACY C	9	11	1	8/16/1917	5717 WILSHIRE DRIVE TEXARKANA TX 75503
1175732258	SANDEFUR, BENJAMIN RAY	2	10	1	10/6/1992	12 BIG OAK LANE TEXARKANA TX 75503
1019474319	SANDERS, JERRY DONALD	25	6	1	6/18/1943	5721 KEVIN AVENUE TEXARKANA TX 75503
2119678544	SAVEALL, JOSEPH REESE	34	8	1	8/7/1978	4021 COLORADO STREET TEXARKANA TX 75503
2121508285	SAVEALL, TABITHA LORALI	34	8	1	8/15/1980	4021 COLORADO STREET TEXARKANA TX 75503
1187764034	SCHUMACHER, JOHN PAUL	31	4	1	8/17/1970	7410 PALISADES DRIVE TEXARKANA TX 75503
1141933530	SCRIVNER, MARTY LEE	17	5	1	3/8/1967	4325 MARCELL CIRCLE TEXARKANA TX 75503
2002666890	SEAGRAVES, ERICA COLLEEN	11	11	1	4/3/1972	7311 SHILLING CIRCLE TEXARKANA TX 75503
1019392323	SELLERS, LUELLA	27	4	1	12/12/1946	4200 IDALOU DRIVE TEXARKANA TX 75503
1182224644	SEXSON, COURTNEY ALAIRE	3	4	1	2/10/1980	7310 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1191686391	SEXSON, MICAH LEE	3	3	1	1/21/1979	7310 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019372524	SEXTON, SHIRLEY	4	10	1	3/27/1943	3535 S LAKE DRIVE UNIT 804 TEXARKANA TX 75501
1135638650	SEYMORE, LISA GAIL	29	9	1	6/24/1959	34 LANSHIRE DRIVE TEXARKANA TX 75503
1019331567	SHADDIX, BILLIE JUSTICE	3	11	1	1/1/1944	3535 S LAKE DRIVE 1804 TEXARKANA TX 75501
1156528654	SHARMA, SHIVALI	19	3	1	6/5/1981	38 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019644450	SHIPP, CLYDE W	13	4	1	1/30/1926	5010 WOODGATE DRIVE TEXARKANA TX 75503
1081089899	SHIRLEY, MARK E	21	5	1	1/30/1959	5903 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1062594868	SHIRLEY, VALERIE ANNE	21	5	1	5/14/1963	5903 INDEPENDENCE CIRCLE TEXARKANA TX 75503
1176485450	SIDWELL, CHRISTINE DIANNE	5	2	1	2/1/1982	108 CRUMPTON DRIVE TEXARKANA TX 75503
1019729092	SIMS, MALCOLM LAMON	32	7	1	8/15/1973	2507 FINDLEY STREET TEXARKANA TX 75501
1034546076	SIMS, SHERRY MAE	3	10	1	10/20/1957	3535 S LAKE DRIVE APT 2003 TEXARKANA TX 75501
1019601943	SINGLETON, MICHAEL JON	31	8	1	12/28/1960	4304 AMESDALE DRIVE TEXARKANA TX 75503
1150683380	SKELTON, CANDIS ROSE	27	5	1	5/5/1966	4110 IDALOU DRIVE TEXARKANA TX 75503
1157748843	SKELTON, JOHN ALLEN	27	5	1	10/9/1961	4110 IDALOU DRIVE TEXARKANA TX 75503
1022074267	SKINNER, CHARLOTTE	18	4	1	7/18/1944	3535 S LAKE DRIVE TEXARKANA TX 75501
1019643778	SKINNER, DENNIS	1	2	1	2/25/1928	3607 MELODY LANE TEXARKANA TX 75503-0885
1187159908	SKINNER, ROSE MARIE	8	11	1	2/16/1953	3607 MELODY LANE TEXARKANA TX 75503-0885
1019531180	SMITH, BRIAN PAUL	28	2	1	8/26/1964	7 TAMAR DRIVE TEXARKANA TX 75503
1019406701	SMITH, CYNTHIA	28	2	1	1/19/1969	7 TAMAR DRIVE TEXARKANA TX 75503
1019474096	SMITH, JERRY WAYNE	4	2	1	4/28/1959	19 SPRINGCREEK ROAD TEXARKANA TX 75503
1019473382	SMITH, JULIE ANN	31	11	1	12/5/1962	4207 JAN CIRCLE TEXARKANA TX 75503
1153311625	SMITH, LESLIE ANN	21	11	1	9/12/1978	5207 HIGH DRIVE TEXARKANA TX 75503
1020178985	SMITH, RACINE EDWARDS	3	11	1	3/28/1937	3535 S LAKE DRIVE UNIT 1802 TEXARKANA TX 75501
1019570721	SMITH, ROBERT ALLEN	25	5	1	8/22/1963	5615 KEVIN AVENUE TEXARKANA TX 75503
1177883419	SMITH, TODD JOSEPH	21	11	1	11/23/1978	5207 HIGH DRIVE TEXARKANA TX 75503

1019844014	SMITH, VERNICE H	32	6	1	9/20/1924	4606 VERBENA STREET TEXARKANA TX 75503
1019382755	SMITH, WILLIAM SCOTT	33	10	1	11/21/1977	5911 SUNNY STREET TEXARKANA TX 75503
1197372704	SNOW, JUSTIN PETER	25	10	1	7/3/1974	3002 KEVIN AVENUE TEXARKANA TX 75503
1197893058	SOBAK, JARITA KAY	17	8	1	1/10/1960	2505 BENDER ROAD LOT 15 TEXARKANA TX 75501
1060256991	SPENCER, CLEOTIS	17	8	1	10/1/1988	37 S WATLINGTON DRIVE TEXARKANA TX 75501
1186162530	STANFILL, DAVID QUINN	24	4	1	6/21/1967	6903 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1191176736	STANFILL, IRENE JANETTE	24	4	1	8/27/1967	6903 SHADOW BROOKE DRIVE TEXARKANA TX 75503
2003322700	STANFILL, MEGAN RENEE	24	5	1	12/4/1997	6903 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019642184	STANLEY, LINDA WARREN	6	10	1	10/2/1934	5021 N PARK ROAD TEXARKANA TX 75503
1019449290	STARLING, PAULA LEIGH	17	11	1	10/20/1939	3535 S LAKE DRIVE UNIT 303 TEXARKANA TX 75501
1197627654	STEEGER, MARTHA SUSAN	2	3	1	12/2/1943	6405 PRESTIGE LANE TEXARKANA TX 75503
1019370194	STEVENS, MICHAEL	24	8	1	12/8/1950	7011 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019553107	STEVENS, SHARON MATTIX	24	9	1	11/29/1952	7011 SHADOW BROOKE DRIVE TEXARKANA TX 75503
1019604435	STEWART, DONNA IONE	2	4	1	11/16/1942	7 SPACE DRIVE TEXARKANA TX 75503
1019323713	STONE, BRITTANIE RENEE	20	11	1	1/12/1981	7309 PALISADES DRIVE TEXARKANA TX 75503
1019367206	STONE, JAMES MURRY	25	7	1	11/9/1949	3504 TROTTER LANE TEXARKANA TX 75503
1019780036	STONE, KEITH JEREMY	20	11	1	7/13/1982	7309 PALISADES DRIVE TEXARKANA TX 75503
1177898809	STONE, LAURIE MCDOWELL	6	6	1	6/21/1965	5709 TURTLE CREEK DRIVE TEXARKANA TX 75503
1159092077	STRATTON, JASON CLARK	31	9	1	11/5/1979	4206 AMESDALE DRIVE TEXARKANA TX 75503
1158186598	STRATTON, MISTY DAWN	31	9	1	5/9/1973	4206 AMESDALE DRIVE TEXARKANA TX 75503
1019524388	SURPRISE, MARIETTA ZOF CIN	27	2	1	5/28/1955	4303 JAN CIRCLE TEXARKANA TX 75503-0514
1019457106	SUTTON, DOUGLAS WAYNE	3	10	1	7/11/1942	3535 S LAKE DRIVE UNIT 1901 TEXARKANA TX 75501
1167160277	SZYMANSKA, WIOLETTA	14	6	1	7/4/1984	142 ROYALE DRIVE TEXARKANA TX 75503
1019811626	TALLEY, ALYSSA ASHLEY	26	11	1	12/19/1983	3015 NEWPORT AVENUE TEXARKANA TX 75503
2121513184	TALLEY, ASHLEY MICHELLE	23	4	1	1/9/1987	3508 TROTTER LANE TEXARKANA TX 75503
1019755058	TALLEY, ERIC DAVID	26	9	1	11/17/1981	3015 NEWPORT AVENUE TEXARKANA TX 75503
2123212841	TALLEY, JOSHUA NELSON	23	4	1	5/19/1986	3508 TROTTER LANE TEXARKANA TX 75503
1019640349	TAYLOR, BILLY ELZY	21	2	1	9/15/1930	3711 HILLSIDE DRIVE TEXARKANA TX 75503
1019385885	TAYLOR III, JAMES DUETTE	26	2	1	5/19/1966	5810 MEADOWLANDS DRIVE TEXARKANA TX 75503
1144163040	TAYLOR JR, JAMES DUETTE	19	8	1	12/15/1945	7 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019578666	TAYLOR, PATRICIA ANNE	22	9	1	8/28/1941	6102 SAGEBRUSH AVENUE TEXARKANA TX 75503
1019385892	TAYLOR, SHERI JEAN	33	11	1	2/26/1969	5810 MEADOWLANDS DRIVE TEXARKANA TX 75503
1019316664	TERRAL JR, WILLIAM THOMAS	4	3	1	9/24/1964	2107 FLOWER ACRE ROAD TEXARKANA TX 75501
1019754604	TERRELL, JAMES WALTER	24	3	1	1/15/1960	7204 SHILLING CIRCLE TEXARKANA TX 75503
1031549782	THOMAS, BARRY J	33	3	1	6/15/1970	5707 MEADOWLANDS DRIVE TEXARKANA TX 75503
1019799569	THOMAS, JENIFER JEAN	33	3	1	4/9/1975	5707 MEADOWLAND DRIVE TEXARKANA TX 75503
1170705429	THOMAS, ROBERT GARRET	22	8	1	3/13/1992	3905 RIO GRANDE AVENUE TEXARKANA TX 75503
2000200559	THOMASON, JAIMEE BETH	21	10	1	7/16/1997	5105 HIGH DRIVE TEXARKANA TX 75503
1004611681	THOMPSON, GAY ASHBY	19	7	1	7/1/1938	52 BRIARWOOD CIRCLE TEXARKANA TX 75503
1175119645	THOMPSON, SCOTT RICHARD	33	6	1	5/16/1966	5805 MEADOWLAND DRIVE TEXARKANA TX 75503
1019819311	THORNBERRY, MELISSA BRUNT	9	9	1	8/14/1984	5616 WILSHIRE DRIVE TEXARKANA TX 75503

1019504937	TUCKER, FRANKLIN DELLENO	11	9	1	11/4/1938	3535 S LAKE DRIVE APT 3504 TEXARKANA TX 75501
1019504944	TUCKER, MARY LOU	11	9	1	7/12/1939	3535 S LAKE DRIVE TEXARKANA TX 75501
1019527296	TUCKER, RANDY SCOTT	16	4	1	5/8/1962	307 N KENWOOD ROAD TEXARKANA TX 75501
1019372759	TURCHI, CAROLYN ALLINE	19	5	1	12/9/1938	44 BRIARWOOD CIRCLE TEXARKANA TX 75503
1019312230	TURNER, MICHAEL ARTHUR	4	3	1	10/3/1961	6202 POLLY DRIVE TEXARKANA TX 75503
2001799657	TURNER, PAMELA LYNN	26	9	1	6/26/1965	6008 YORKTOWN PLACE TEXARKANA TX 75503
1157213748	UPP, GARY DAVID	31	2	1	10/3/1952	7516 PALISADES DRIVE TEXARKANA TX 75503
1059435693	UPSON, ALAN EDWARD	23	7	1	12/28/1958	3601 CONNIE LANE TEXARKANA TX 75503
1220517848	VANDERWERKEN, CURTIS M	33	5	1	6/29/1973	5711 MEADOWLAND DRIVE TEXARKANA TX 75503-1001
1019605456	VANZANDT, CECILE JUNE	28	7	1	2/22/1953	6110 DEERFIELD DRIVE TEXARKANA TX 75503
1019637558	VANZANDT, WILLIAM ARTHUR	15	11	1	6/9/1952	6110 DEERFIELD DRIVE TEXARKANA TX 75503
1019400752	VASHER, MONICA JOHNSON	11	4	1	4/5/1955	3535 S LAKE DRIVE TEXARKANA TX 75501
1058076676	VAUGHN, CLARA MAE	1	9	1	9/26/1960	6704 CAMERON LANE TEXARKANA TX 75503
1058076757	VAUGHN, LARRY DARNELL	1	8	1	2/16/1958	6704 CAMERON LANE TEXARKANA TX 75503
1019761811	VELEZ, ADAM	32	2	1	2/24/1949	4610 YUCCA STREET TEXARKANA TX 75503
1019576961	VICK, MARY KATHERINE	30	7	1	6/2/1960	4012 PINE STREET TEXARKANA TX 75501
1019576988	VICK, SOPHRONIA ELNORA	30	8	1	8/22/1949	4012 PINE STREET TEXARKANA TX 75501
1022145327	WALKER, JENNIFER LYNN	31	2	1	5/11/1981	7514 PALISADES DRIVE TEXARKANA TX 75503
1019752093	WALL JR, JAMES LEE	22	10	1	10/7/1954	5803 SLEEPY HOLLOW AVENUE TEXARKANA TX 75503
1208593184	WALL, MICHAEL BLAKE	2	9	1	5/28/1984	11 BIG OAK LANE TEXARKANA TX 75503
1178885985	WALLACE, AMMIE ANN	23	2	1	12/23/1979	5301 HIGH DRIVE TEXARKANA TX 75503
1178885963	WALLACE, WILLIAM SHAWN	23	2	1	9/25/1975	5301 HIGH DRIVE TEXARKANA TX 75503
1219475726	WALTERS, WINDA LEE	11	4	1	6/26/1954	3535 S LAKE DRIVE APT 3001 TEXARKANA TX 75501
1019323381	WATSON, LYLE WESLEY	21	3	1	1/22/1981	4015 CONSTITUTION DRIVE TEXARKANA TX 75503
1019795060	WATTS, KEVIN DEWAYNE	16	3	1	12/24/1962	2904 PAGE STREET TEXARKANA TX 75501
1019635790	WEAVER, ALICE	25	2	1	4/21/1940	3111 FORTUNE AVENUE TEXARKANA TX 75503
1216292711	WEAVER, GERALDINE STEWART	28	6	1	1/7/1939	6106 SHADYSIDE LANE TEXARKANA TX 75503
1019550534	WEED, STEPHEN RAY	3	4	1	1/18/1959	14 LYNDIA AVENUE TEXARKANA TX 75503
1147466862	WEINSTEIN, CHRISTOPHER THOMAS	5	2	1	2/20/1979	7403 PALISADES DRIVE TEXARKANA TX 75503-0841
1019787190	WELLS, JAMES DAVID	8	5	1	8/27/1978	3811 SYLVIA DRIVE TEXARKANA TX 75503
1019561091	WELLS, MYRA JEAN	13	5	1	5/29/1962	6303 WILLOWCREEK CIRCLE TEXARKANA TX 75503
1019452733	WERST, JENNIFER ANN	2	7	1	10/8/1971	21 BIG OAK LANE TEXARKANA TX 75503
1019422033	WEST, JACLYN BOYCE	8	6	1	4/6/1977	3808 SYLVIA DRIVE TEXARKANA TX 75503-0878
1172794714	WEST, JERRY WESLEY	8	6	1	7/31/1972	3808 SYLVIA DRIVE TEXARKANA TX 75503-0878
1019635258	WESTBROOK, RITA	28	4	1	9/26/1932	17 TAMAR DRIVE TEXARKANA TX 75503
1019549356	WESTMORELAND, REBECCA LYNNE	16	9	1	2/6/1954	8 BIG OAK LANE TEXARKANA TX 75503
1059706045	WHITE, GLENDA FAE	15	6	1	7/21/1945	4 CLAY AVENUE TEXARKANA TX 75503
1019780281	WILBUR, FLETCHER MASON	7	3	1	7/9/1941	170 SKYLARK DRIVE TEXARKANA TX 75503
1019466988	WILDER, TIMOTHY PAUL	4	2	1	5/8/1956	3405 BEECHWOOD LANE TEXARKANA TX 75501
1180001757	WILEY, BRANDON MICHAEL	31	7	1	7/18/1981	7305 PALISADES DRIVE TEXARKANA TX 75503
1137835022	WILLIAMS, BREJON ERVIN	14	3	1	3/21/1988	122 ROYALE DRIVE TEXARKANA TX 75503

1019433255	WILLIAMS, CASANDRA	1	4	1	2/14/1967	1021 COLLEGE DRIVE TEXARKANA TX 75503
1189938980	WILLIAMS, CHARLES EDWARD	32	9	1	11/18/1962	4618 VERBENA STREET TEXARKANA TX 75503
1189938914	WILLIAMS, DAVEEDA GAILES	32	9	1	6/15/1971	4618 VERBENA STREET TEXARKANA TX 75503
1019424355	WILLIAMS, TOIYA SHERRELL	14	7	1	11/13/1972	141 ROYALE DRIVE TEXARKANA TX 75503
1019795311	WILLIS, ALICIA ANNETTE	34	9	1	1/7/1958	16 DESOTO CIRCLE TEXARKANA TX 75503
1019774271	WILLIS, RAY ANTHONY	34	9	1	5/6/1953	16 DESOTO CIRCLE TEXARKANA TX 75503
1019633494	WILSON, MICHAEL ROY	25	6	1	7/21/1944	2903 NORTHVIEW STREET TEXARKANA TX 75503
1019546899	WILSON, PATRICIA ANN	2	7	1	9/23/1939	21 BIG OAK LANE TEXARKANA TX 75503
1021941809	WOOD, BETTY	8	9	1	2/24/1943	3601 SYLVIA DRIVE TEXARKANA TX 75503
1216564152	WOOD, CHRISTOPHER LYNN	8	9	1	1/15/1962	3601 SYLVIA DRIVE TEXARKANA TX 75503-0880
1019748766	WOODS JR, WILLIAM DAVID	5	4	1	9/17/1965	7 TULIP DRIVE TEXARKANA TX 75503
1182360498	WORKS, KENNETH WAYNE	8	10	1	3/7/1966	3601 MELODY LANE TEXARKANA TX 75503-0885
1217149569	WRIGHT, ALLISON COURTNE	14	3	1	1/8/1997	126 ROYALE DRIVE TEXARKANA TX 75503
1019760092	WRIGHT, CHRISTINE	11	2	1	12/29/1932	3535 S LAKE DRIVE 2802 TEXARKANA TX 75501
1019365263	WRIGHT, DOW GILHAM	26	8	1	7/4/1955	6108 BEN BURROUGH ROAD TEXARKANA TX 75503
1019830559	WRIGHT, JEFFREY FRANKLIN	20	8	1	10/16/1970	6607 PALISADES DRIVE TEXARKANA TX 75503
1019436224	WRIGHT, OLLIE PEARL	17	11	1	7/21/1934	3535 S LAKE DRIVE UNIT 301 TEXARKANA TX 75501

City of Texarkana, Texas

Version: C

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

Briefing Sheet

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

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

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

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

Executive Summary and Background Information:

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

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

City of Texarkana, Texas

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

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

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

Potential Options:

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

Fiscal Implications:

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

City of Texarkana, Texas

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

Staff Recommendation:

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

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

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

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

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

City of Texarkana, Texas

- g. 2016-056 ATTH 06 Some Clarifications of Misunderstandings Regarding Roundabouts (PDF)
- h. 2016-056 Goals & Perspectives (DOCX)
- i. 2016-056 RES Traffic Control at Galleria Oaks and Cowhorn Creek signed (PDF)

Staff Coordination

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

Meeting History

05/23/16	City Council	MOVED FORWARD	Next: 06/13/16
----------	--------------	---------------	----------------

RESOLUTION NO. 2016-056

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

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

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

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

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

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

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

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

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

Phase 5

Engineer's Estimate

From Sam Warren Drive to Moores Lane

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

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

Cowhorn Creek Road Improvements

By Phase - Includes Only Striping and Sidewalks



Cowhorn Creek Corridor Upgrade to include Bike/Ped Facilities

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



[Email updates](#)

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

Search

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

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

Five-part roundabout video series

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

Who to contact

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

Roundabout Benefits

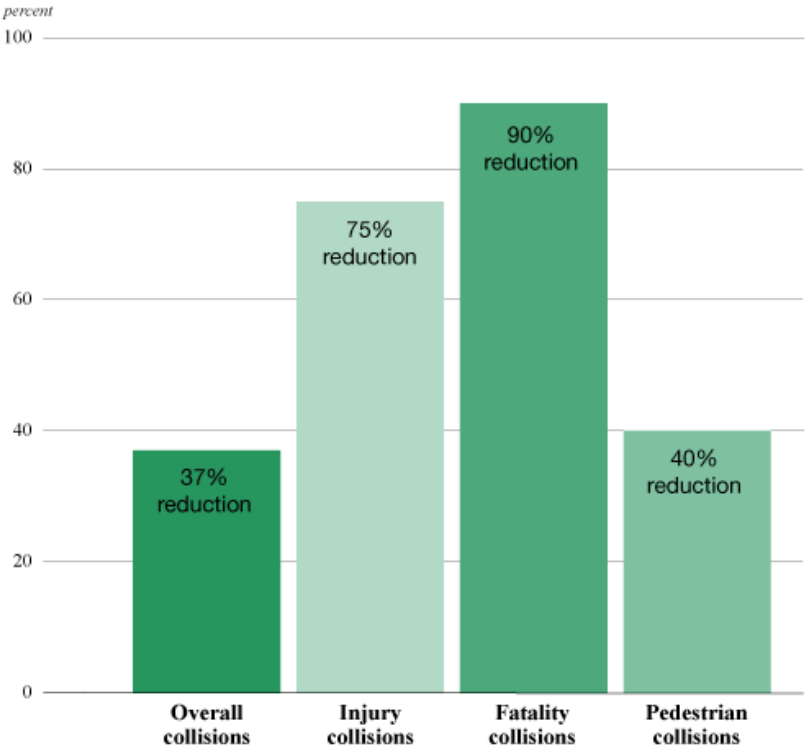
Improve safety

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

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

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

Reduction in collisions



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

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

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

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

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

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

Reduce delay, improve traffic flow

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



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

Less expensive

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

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

Less space

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

Good locations for roundabouts

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

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

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

[Back to top](#)

Some Clarifications of Misunderstandings Regarding Roundabouts – Kansas State University Research

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

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

Funding Traffic Control Option selected.

Public Information Plan:

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

Other:

RESOLUTION NO. 2016-056

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

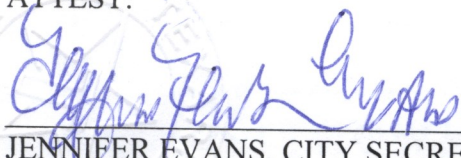
SECTION 3: The City Council recognizes the need for funding for these projects and understands that a budget amendment request will be brought forward for consideration once final project pricing has been established.

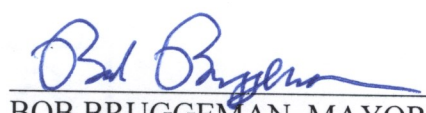
SECTION 4: The City Council supports and agrees with adding the Cowhorn Creek Road Mobility Enhancement Project to the Capital Improvement Plan for future construction.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

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

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:57 p.m.

City of Texarkana, Texas

Briefing Sheet

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

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

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

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

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

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

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

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

City of Texarkana, Texas

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

May 2, 2016

Attachments

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

Staff Coordination

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

Meeting History

05/23/16 City Council MOVED FORWARD Next: 06/13/16

ORDINANCE NO. 2016-057

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-02-13(GR) FOR REVISION TO THE SITE PLAN TO ALLOW A BUILDING EXPANSION ON LOT 6, BLOCK 6, RICHMOND DEVELOPMENT 5TH ADDITION, LOCATED AT 4413 GALLERIA OAKS DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting **revision to the site plan to allow a building expansion (Exhibit A)** on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas; and

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

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

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that **approval of the revision to the site plan to allow a building expansion (Exhibit A)** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the revision to the site plan submitted to allow a building expansion (**Exhibit A**) on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-02-13(GR).

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

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

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

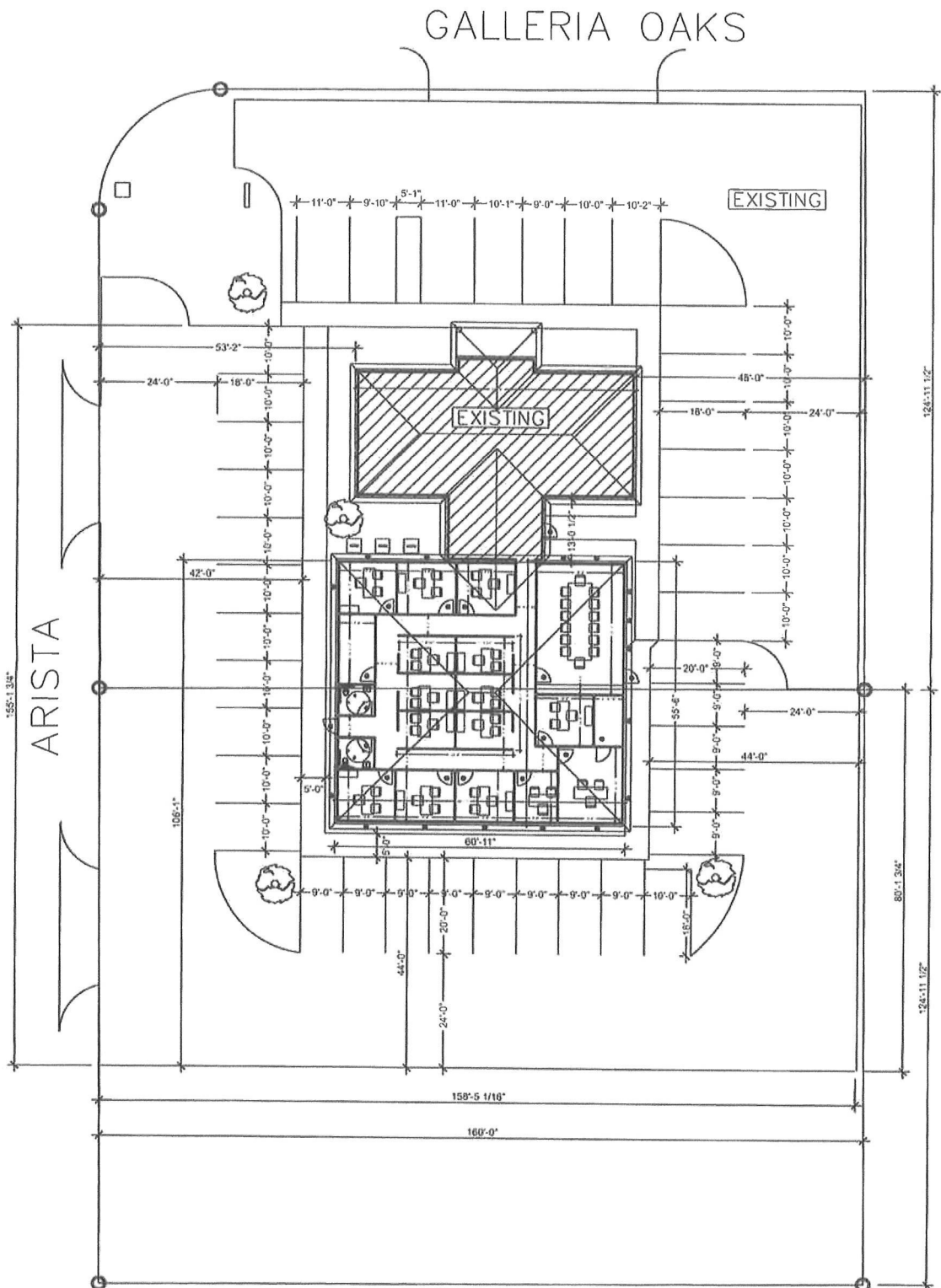
PASSED AND APPROVED in regular Council Session on this the **11th day of July, 2016.**

ATTEST:

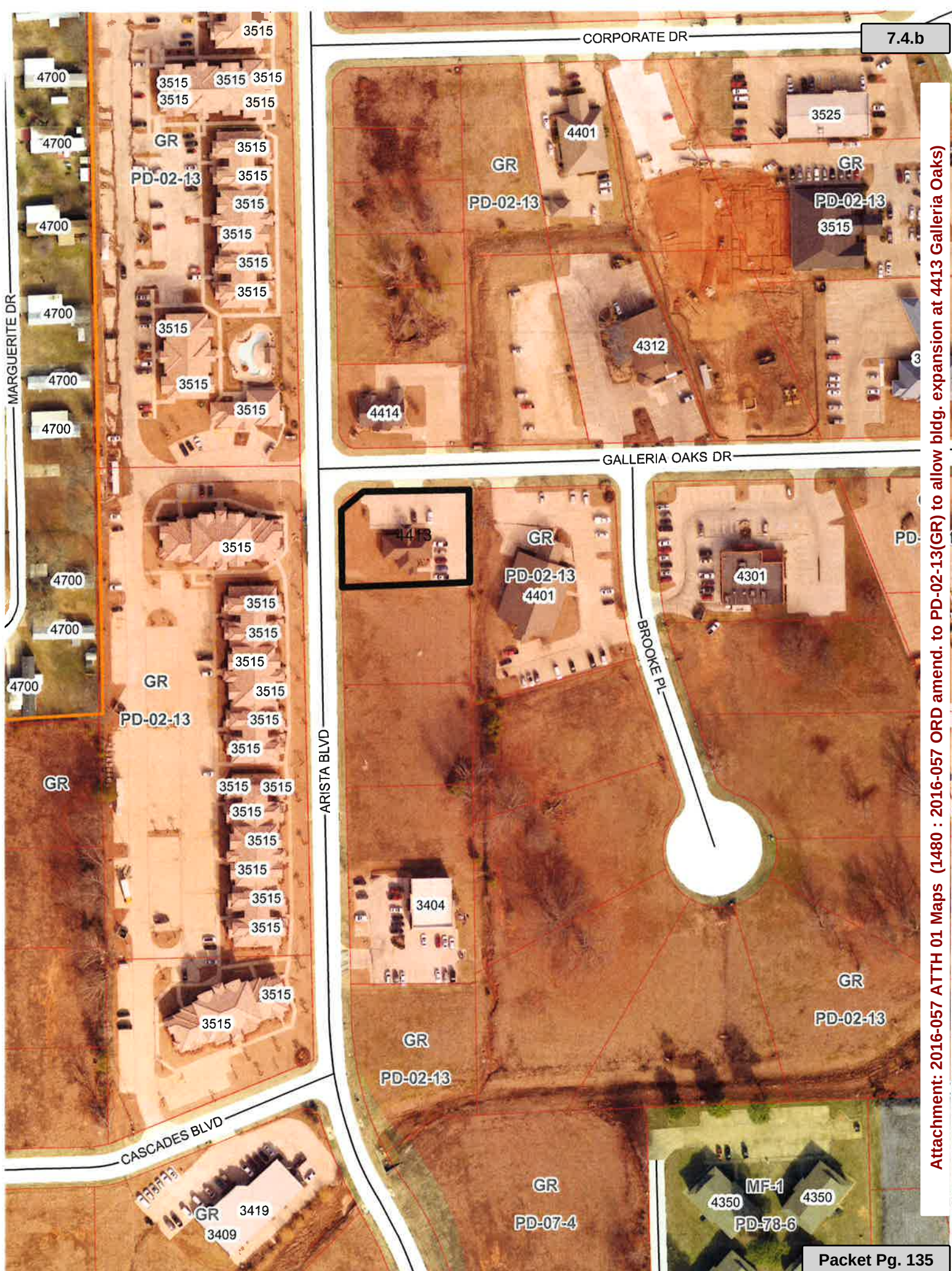
JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Exhibit 'A'



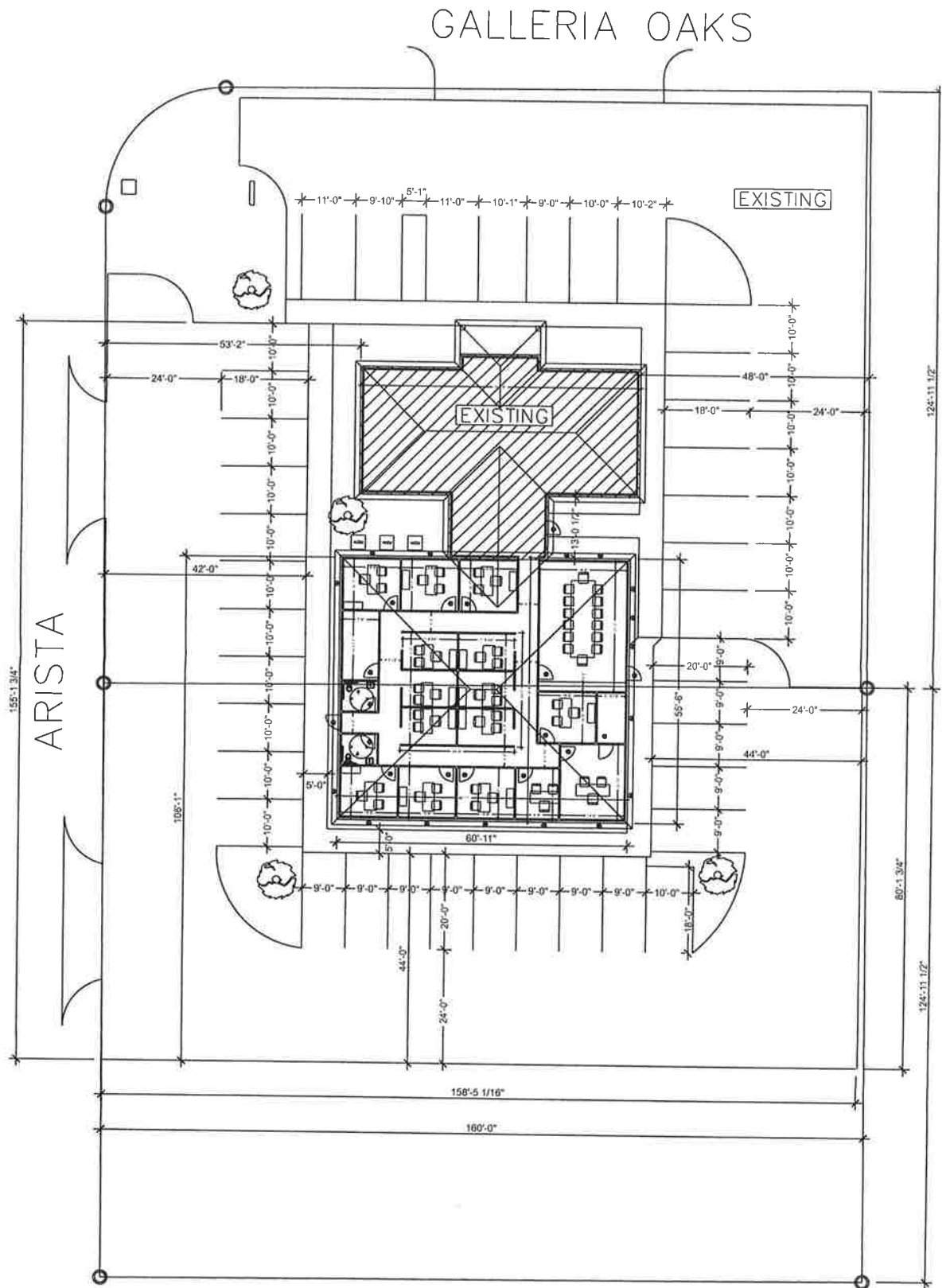




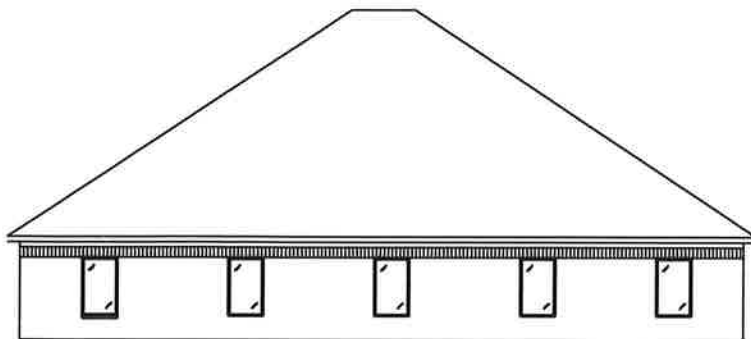
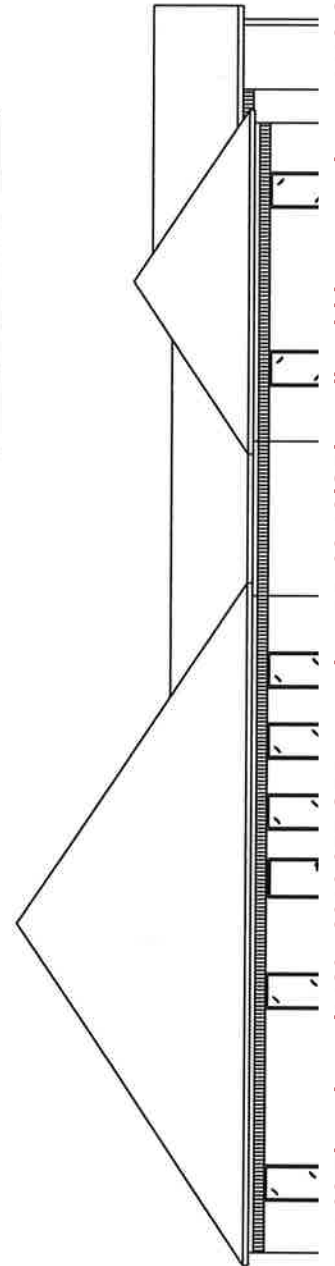
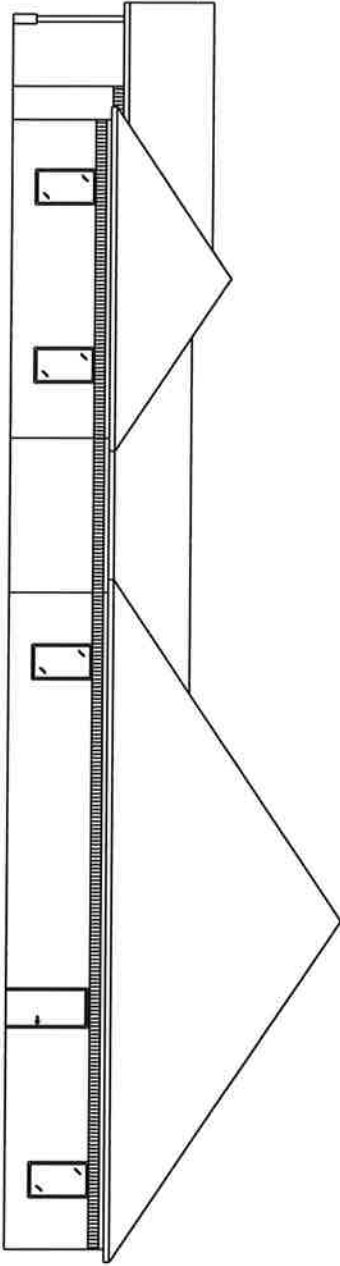
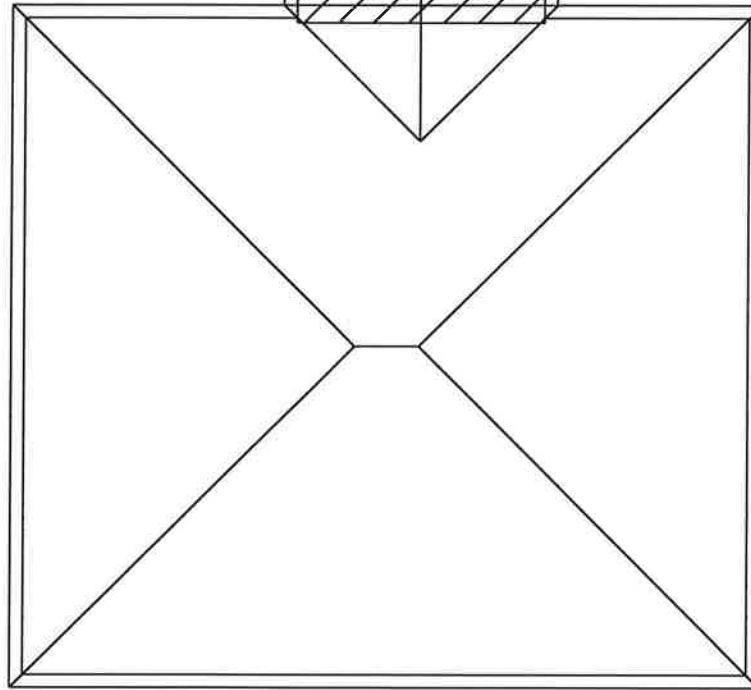
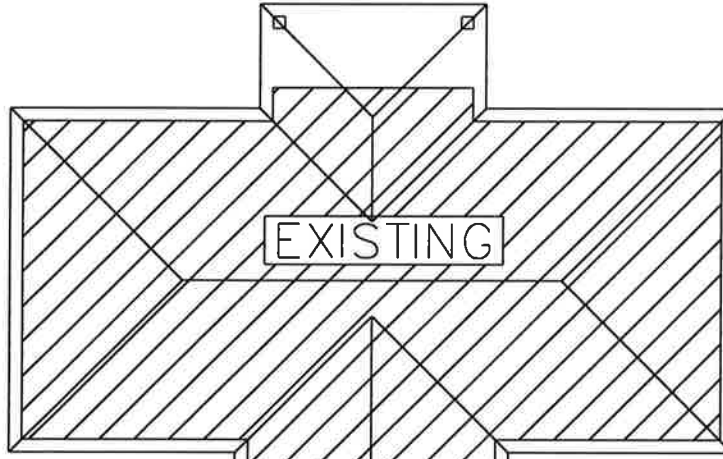
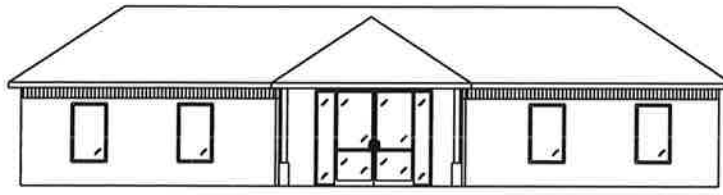
7.4.b

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

Exhibit 'A'



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



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

NA

No Additional

Other Potential Impacts:

NA

Public Information Plan:

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

Other:

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

ORDINANCE NO. 2016-057

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-02-13(GR) FOR REVISION TO THE SITE PLAN TO ALLOW A BUILDING EXPANSION ON LOT 6, BLOCK 6, RICHMOND DEVELOPMENT 5TH ADDITION, LOCATED AT 4413 GALLERIA OAKS DRIVE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting **revision to the site plan to allow a building expansion (Exhibit A)** on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas; and

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

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

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that **approval of the revision to the site plan to allow a building expansion (Exhibit A)** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the revision to the site plan submitted to allow a building expansion (**Exhibit A**) on Lot 6, Block 6, Richmond Development 5th Addition, located at 4413 Galleria Oaks Drive in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-02-13(GR).

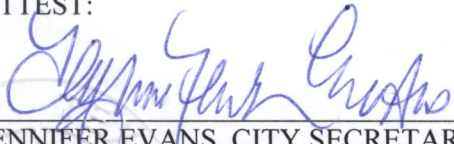
SECTION 2: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

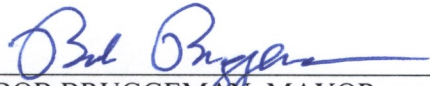
SECTION 3: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

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

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

ATTEST:

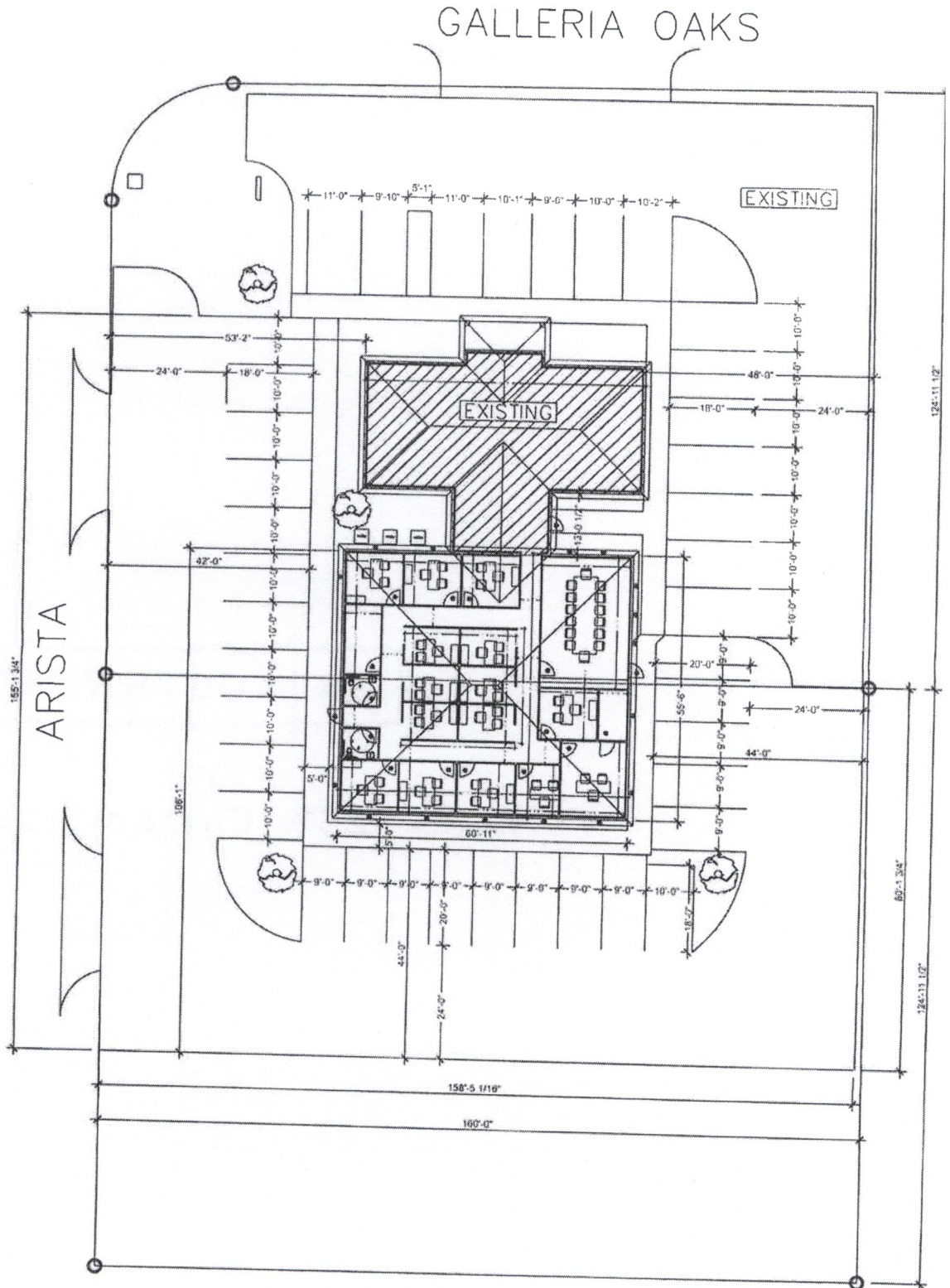

JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:58 p.m.

Attachment: 2016-057 ORD Amend for Bldg Expansion at 4413 Galleria Oaks signed (1480 : 2016-057 ORD amend. to PD-02-13(GR) to allow bldg.

Exhibit 'A'



City of Texarkana, Texas

Version: C

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

Briefing Sheet

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

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

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Date Invitation for Bids (IFB) Mailed: April 17, 2016 (see ATTH 01)
 IFB Number: 16-1901-03
 Dates published in Texarkana Gazette: April 17 and 24, 2016
 Bids Received from:
 JR Rope Company, Inc.
 Tatum Excavating Company, Inc.
 Bid opening Date: May 3, 2016
 Lowest Responsive Bidder: JR Rope Company, Inc. (See ATTH 02)
 Contractor's past performance with the city: Satisfactory
 Budget: Public Works Streets Maintenance account has adequate uncommitted funds
 Policy Exceptions: None

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

Potential Options:

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

Fiscal Implications:

Funds are available in the Streets Division FY16 general budget

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

City of Texarkana, Texas

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

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

Staff Coordination

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

Meeting History

05/23/16	City Council	MOVED FORWARD	Next: 06/13/16
----------	--------------	---------------	----------------

RESOLUTION NO. 2016 – 058

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

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

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

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

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

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

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

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

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

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

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

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

EXHIBIT "A"

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2016 – 058

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

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

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

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

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

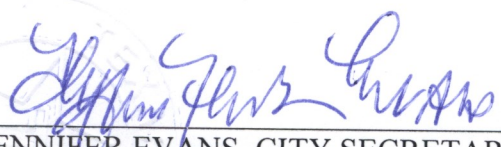
SECTION 1: That the bid price submitted by J.R. Pope Company, Inc. for the concrete replacement for Meadowland Drive and Sunny Street construction project, per **Exhibit "A"** be and is hereby accepted.

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

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

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

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:59p.m.

Attachment: 2016-058 RES Meadowlands Concrete Repl Proj signed (1481 : 2016-058 RES Meadowland Concrete Replacement Project)

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

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

EXHIBIT "A"

City of Texarkana, Texas

Version: B

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

Briefing Sheet

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

Item Schedule

Updates/History of Briefing:

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

Executive Summary and Background Information:

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

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

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

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

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

City of Texarkana, Texas

Staff recommends for approval

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not applicable

Advisory Board/Committee Meeting Date and Minutes:

Not applicable

Attachments

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

Staff Coordination

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

Meeting History

05/23/16	City Council	MOVED FORWARD	Next: 06/13/16
----------	--------------	---------------	----------------

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

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

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

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

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

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

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

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

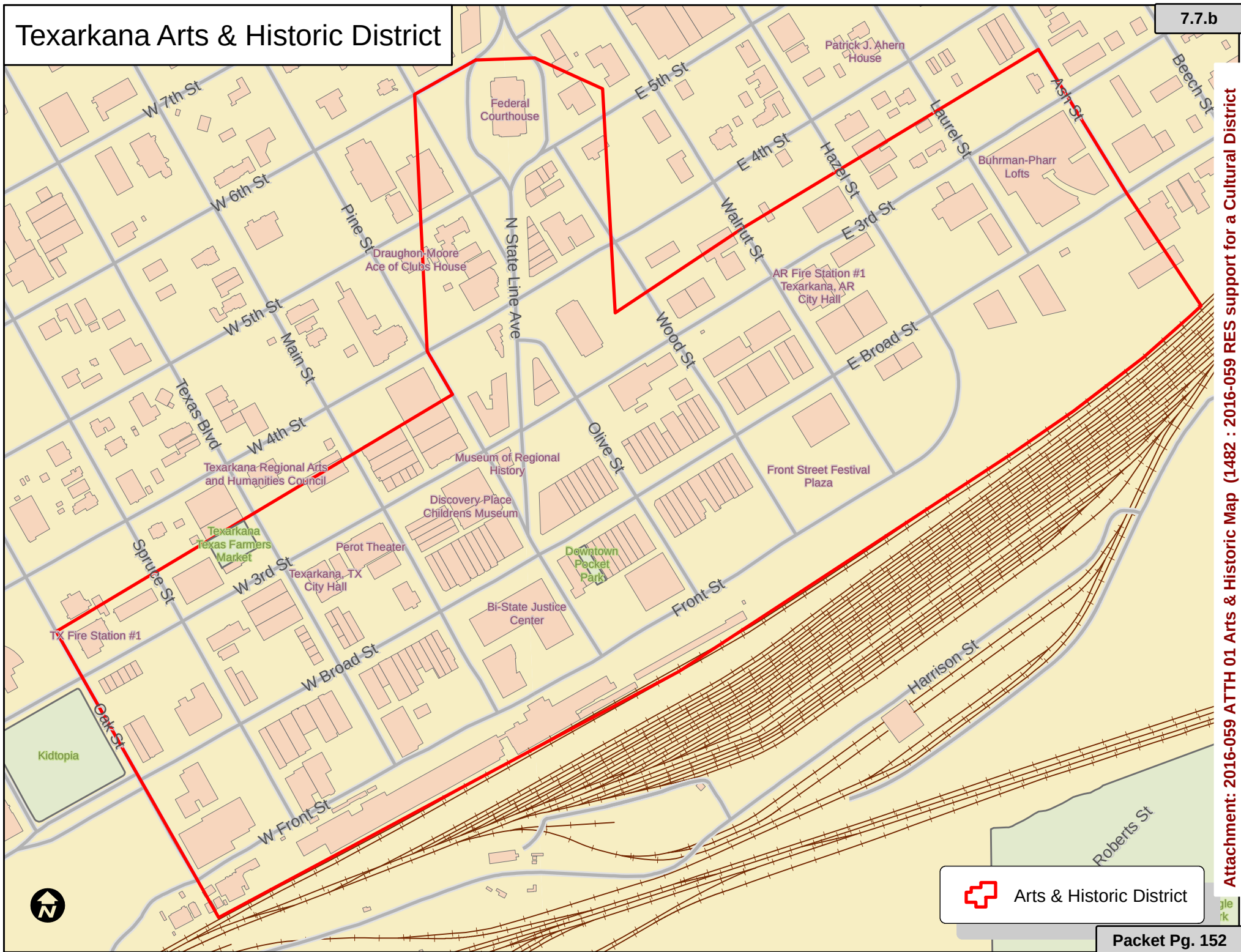
ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Texarkana Arts & Historic District

7.7.b



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

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Medium

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2016 – 059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, IN SUPPORT OF A CULTURAL DISTRICT APPLICATION TO THE TEXAS COMMISSION FOR THE ARTS; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

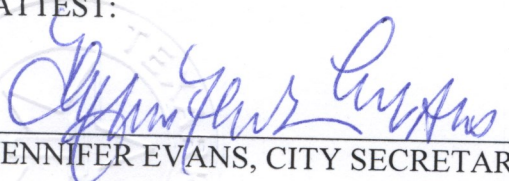
NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

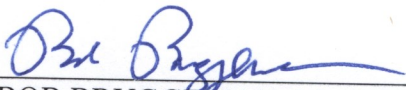
SECTION 1: That a cultural district designation is supported and encourages such action as may be necessary by the City Staff to proceed with assistance in the designation application.

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

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

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

7:03 p.m.