



CITY OF TEXARKANA

CITY COUNCIL

AGENDA • JULY 28, 2014

Council Chambers

Regular Meeting

6:00 PM

**220 TEXAS BLVD.
TEXARKANA, TX 75501**

Mayor

Bob Bruggeman

Ward 1

Brad Casteel

Ward 3

Tina Veal-Gooch

Ward 5

Bill Miller

Ward 2

Willie Ray

Ward 4

Brian Matthews

Ward 6

Josh Davis



The City Council reserves the right to convene into closed session on any agenda item or issue should the need arise and if applicable pursuant to authorization by the Texas Open Meetings Act (Title 5, Chapter 551 of the Texas Government Code).

If the City Council convenes into closed session, they will reconvene in one hour or less to take any final action, decision, or vote on a matter deliberated in closed session.

- I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM**
- II. INVOCATION AND PLEDGE BY COUNCILMEMBER BRAD CASTEEL**
- III. MAYOR'S OPENING REMARKS**

Upcoming City Council Meetings:

Monday, August 11, 2014 at 6:00 p.m.
Monday, August 25, 2014 at 6:00 p.m.
Monday, September 8, 2014 at 6:00 p.m.
Monday, September 22, 2014 at 6:00 p.m.

Park & Recreation Events:

Saturday & Sunday - August 9th & 10th - Wallace Park - Softball Tournament
Friday (night) & Saturday (morning), August 22nd & 23rd - Karrh Park - Midnight Madness Softball Tournament

Other City Events:

Farmer's Market at 305 Texas Blvd. (Tue., Thurs., & Sat. 7:00 a.m. until sold out)

Appointments to Boards & Commissions

- 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".

- V. ITEMS FOR CONSIDERATION**

Consent Items

- 1. Resolution No. 2014-084 approving the renaming of the current Bringle Lake Park to Bringle Lake West and the new addition of Bringle Lake Park to Bringle Lake East.

Public Hearing:
Second Briefing:
Council Vote: July 28, 2014

2. Resolution No. 2014-086 naming the new street constructed for access to Bringle Lake East Park, as Bringle Park Road.

Public Hearing:

Second Briefing:

Council Vote: July 28, 2014

3. Resolution No. 2014-087 authorizing the City Manager to execute any necessary documents for Change Order #8 for the Morris Lane Phase II Construction Project, in an amount not to exceed Six Hundred Eighteen Thousand One Hundred Sixty-Four and 91/100 Dollars (\$618,164.91).

Public Hearing:

Second Briefing:

Council Vote: July 28, 2014

Action Items

VI. FIRST BRIEFINGS

1. Resolution No. 2014-088 approving a Community Development Block Grant Revolving Loan to Pecan Point Brewing Company of Texarkana Texas in an amount not to exceed One Hundred Thousand and No/100 Dollars (\$100,000.00) for a period of ten (10) years at an interest rate of one percent (1%) over the rate for ten (10) year Treasury notes of which the City may adjust the rate annually and authorizing the City Manager to execute the necessary documents.

Public Hearing: August 11, 2014

Second Briefing: August 25, 2014

Council Vote: September 8, 2014

2. Ordinance No. 2014-089 amending PD-03-09 for site plan approval to allow an accessory building for the existing Goodwill Industries on a 2.30 acre tract of land being a part of the Adolphus Hope HRS, A-261, located behind 3410 St. Michael Drive. Goodwill Industries of Northeast Texas, applicant. David Williams, MTG Engineering, agent.

Public Hearing: August 11, 2014

Second Briefing: August 25, 2014

Council Vote: September 8, 2014

3. Ordinance No. 2014-090 rezoning Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road. Agriculture to Planned Development-General Retail. Barrie Thomson, owner. Jason Clanton, Curt Green and Co. and Jeff Whitten, Whitten Engineering, agents.

Public Hearing: August 11, 2014
Second Briefing: August 25, 2014
Council Vote: September 8, 2014

4. Ordinance No. 2014-091 amending PD-14-1 for site plan approval to allow a restaurant on Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road. Barrie Thomson, owner. Jason Clanton, Curt Green and Co. and Jeff Whitten, Whitten Engineering, agents.

Public Hearing: August 11, 2014
Second Briefing: August 25, 2014
Council Vote: September 8, 2014

5. Resolution No. 2014-092 authorizing a contract for services with Jerry V. Sparks to provide services as the Economic Developer for the City of Texarkana, Texas.

Public Hearing: August 11, 2014
Second Briefing: August 25, 2014
Council Vote: September 8, 2014

6. Resolution No. 2014-093 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Krause Service Company, LLC for HVAC repair service and preventative maintenance at various city facilities.

Public Hearing:
Second Briefing:
Council Vote: August 11, 2014

7. Resolution 2014-094 authorizing the City Manager to enter into contracts for the purchase of chemicals for water and wastewater treatment.

Public Hearing: August 11, 2014
Second Briefing: August 25, 2014
Council Vote: September 8, 2014

8. Ordinance No. 2014-095 amending Chapter 33 "Towing Services and Vehicle Impounds" of the Code of Ordinances of the City of Texarkana, Texas by adding Paragraph "d" to Section 33-5 "Police Initiated Tow".

Public Hearing: August 11, 2014
Second Briefing: August 25, 2014
Council Vote: September 8, 2014

9. Ordinance No. 2014-096 amending the fiscal year September 30, 2014 Revised Budgets for the 2003, 2005, and 2009 Bond Funds to allow for the awarded contract amount and additional non-contract expenditures related to the University Avenue-Phase IV project, amending the General Fund budget to appropriate additional funds for demolition projects, and amending several non-general fund revised budgets to appropriate additional expenditures required by changes in circumstances since the original adoption of the fiscal year 2014 budget.

Public Hearing:
Second Briefing:
Council Vote: August 11, 2014

10. Resolution No. 2014-098 authorizing the City Manager to enter into a Joint Election Agreement with Bowie County, Texas to hold a Joint Election on November 4, 2014.

Public Hearing:
Second Briefing:
Council Vote: August 11, 2014

11. Ordinance No. 2014-097 an Order of the City Council calling for a Charter Amendments Election.

Public Hearing:
Second Briefing:
Council Vote: August 11, 2014

12. Ordinance No. 2014-099 calling for a Special City Election to be held on November 4, 2014 for the purpose of a Local Option Election under Joint Election Agreement with Bowie County, Texas.

Public Hearing:
Second Briefing:
Council Vote: August 11, 2014

VII. PUBLIC HEARINGS

1. Resolution No. 2014-083 approving the creation of a Master Fee List for the City of Texarkana, Texas permits and fees.

Public Hearing: July 28, 2014
Second Briefing: August 11, 2014
Council Vote: August 25, 2014

2. Ordinance No. 2014-085 establishing a ninety (90) day Moratorium on the processing and approval of applications for the placement of "Off-Premise Signs" (Standard or CEVMS Billboards).

Public Hearing: July 28, 2014
Second Briefing:
Council Vote: August 11, 2014

VIII. SECOND BRIEFING WITH UPDATES

1. Ordinance No. 2014-073 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2014, and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2014 and ending September 30, 2015.

Public Hearing: July 14, 2014
Second Briefing: July 28, 2014
Council Vote: August 11, 2014

2. Ordinance No. 2014-079 amending Section 8-700(A) of the Zoning Ordinance by adding the definition of "donation bins".

Public Hearing: July 14, 2014
Second Briefing: July 28, 2014
Council Vote: August 11, 2014

3. Ordinance No. 2014-082 rezoning Lot 1 and west part of Lot 2, Block 7, Western Hills 2nd Addition, located at 22 Meadow Lane. Single Family-2 to Office. Jim and Rhonda Richey, owners. Shaun Dierkson, agent. (Due to Planning and Zoning Commission denial, a 3/4 vote by the City Council is required to approve this request).

Public Hearing: July 14, 2014
Second Briefing: July 28, 2014
Council Vote: August 11, 2014

IX. SECOND BRIEFING WITHOUT UPDATES

1. Resolution No. 2014-056 approving and adopting the Property Policy Manual.

Public Hearing: July 14, 2014
Second Briefing: July 28, 2014
Council Vote: August 11, 2014

X. ITEMS FOR DISCUSSION

Marking of Handicapped Only Parking

XI. ADMINISTRATIVE COMMENTS

1. Council
2. Staff

XII. ADJOURNMENT

Jennifer Evans, City Secretary

This meeting is being conducted in accordance with the Texas Open Meetings Law (V.T.C.A. Government Code 551).

This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for these services, please call 903.798.3917, Personnel or (TDD) 1.800.RELAY.TX (1.800.735.2989).

City of Texarkana, Texas

Version: B

Update Date: 7/9/2014 1:27 PM

Briefing Sheet

Lead Department: Parks & Recreation **Action Officer:** Robby Robertson,
Resolution No. 2014-084 approving the renaming of the current Bringle Lake
Subject: Park to Bringle Lake West and the new addition of Bringle Lake Park to Bringle
Lake East.

Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 7/28/2014

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The renovation and construction of the Bringle Lake Park, located off of the new University Road, is complete and the park(s) will consist of an elevated boardwalk, volleyball courts, pavilions, restroom facilities, fishing docks, playground equipment, and a new park road.

With the renovation and new park addition the staff is recommending the renaming of the Bringle Lake Park areas to “Bringle Lake East” and “Bringle Lake West.”

Potential Options:

Fiscal Implications:

None

Staff Recommendation:

Staff recommends this renaming.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

- a. Goals and Perspectives (DOCX)
- b. 2014-084 Bringle Lake East West (DOC)

City of Texarkana, Texas

Staff Coordination

Parks, Recreation & Health	Robby Robertson	Department Head Review	
Completed	06/26/2014 10:12 AM		
Municipal Services and Public Works	Shirley Jaster	MS & PW Review	
Completed	06/26/2014 10:48 AM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
	06/26/2014 11:14 AM		
City Manager	John Whitson	City Manager Review	Completed 07/03/2014
10:08 AM			
City Council	Jennifer Evans	Meeting	Completed 07/23/2014
10:28 AM			

Meeting History

07/14/14	City Council	MOVED FORWARD	Next: 07/28/14
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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. 2014-084

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE RENAMING OF THE CURRENT BRINGLE LAKE PARK TO “BRINGLE LAKE WEST” AND THE NEW ADDITION OF BRINGLE LAKE PARK TO “BRINGLE LAKE EAST”; AUTHORIZING THE DIRECTOR OF PARKS AND RECREATION TO PREPARE AND POST THE APPROPRIATE SIGNS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the renovation and construction of the Bringle Lake Park, located off of the new University Road, is complete; and

WHEREAS, the park(s) will consist of an elevated boardwalk, volleyball courts, pavilions, restroom facilities, fishing docks, playground equipment, and a new park road; and

WHEREAS, with the renovation and new park addition, staff is recommending the renaming of the Bringle Lake Park areas to “Bringle Lake East” and “Bringle Lake West.”

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

SECTION 1: That the City Council approves that the renovated and new park addition at Bringle Lake shall be named “Bringle Lake East” and “Bringle Lake West.”

SECTION 2: That the Director of Parks and Recreation be and is hereby directed to prepare the appropriate signs and post them accordingly.

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 28th day of July, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 7/7/2014 5:51 PM

Lead Department: Public Works Department **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2014-086 naming the new street constructed for access to
Bringle Lake East Park, as Bringle Park Road.
Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 7/28/2014

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Construction is currently nearing completion on Bringle Park. As part of that construction project, a street has been constructed to provide access to Bringle Lake East Park. This street section has not yet been named. Staff is proposing to name this new street section "Bringle Park Road."

Potential Options:

- None
-

Fiscal Implications:

Minimal cost for street signage

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. Goals and Perspectives (DOCX)
- b. Res No 2014-086 Bringle Park Road Street Naming (DOC)

City of Texarkana, Texas

c. Proposed Bringle Park Road Map (PDF)

Staff Coordination

Public Works Department	Kyle Dooley	Department Head Review	
Completed	07/07/2014 5:51 PM		
Parks, Recreation & Health	Robby Robertson	Review	Completed
	07/07/2014 7:01 PM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
	07/07/2014 7:10 PM		
City Manager	John Whitson	City Manager Review	Completed 07/24/2014
6:10 PM			
City Council	Jennifer Evans	Meeting	Completed 07/23/2014
10:28 AM			

Meeting History

07/14/14	City Council	MOVED FORWARD	Next: 07/28/14
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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. 2014-086

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, NAMING THE NEW STREET, CONSTRUCTED FOR ACCESS TO BRINGLE LAKE EAST PARK, AS BRINGLE PARK ROAD; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the renovation and construction of the Bringle Lake East Park, located off of the new University Road, is nearing completion; and

WHEREAS, it is necessary to name the new street that was constructed for access to the park;

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

SECTION 1: That the City Council approves “Bringle Park Road” as the name of the new street that was constructed for access to Bringle Lake East Park.

SECTION 2: That this street naming shall not become effective until thirty (30) days after the date of passage of this Resolution, so as to provide sufficient time for street sign changes, postal service adjustments, and business and personal address changes to be implemented by those affected by the change.

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 28th day of July, 2014.

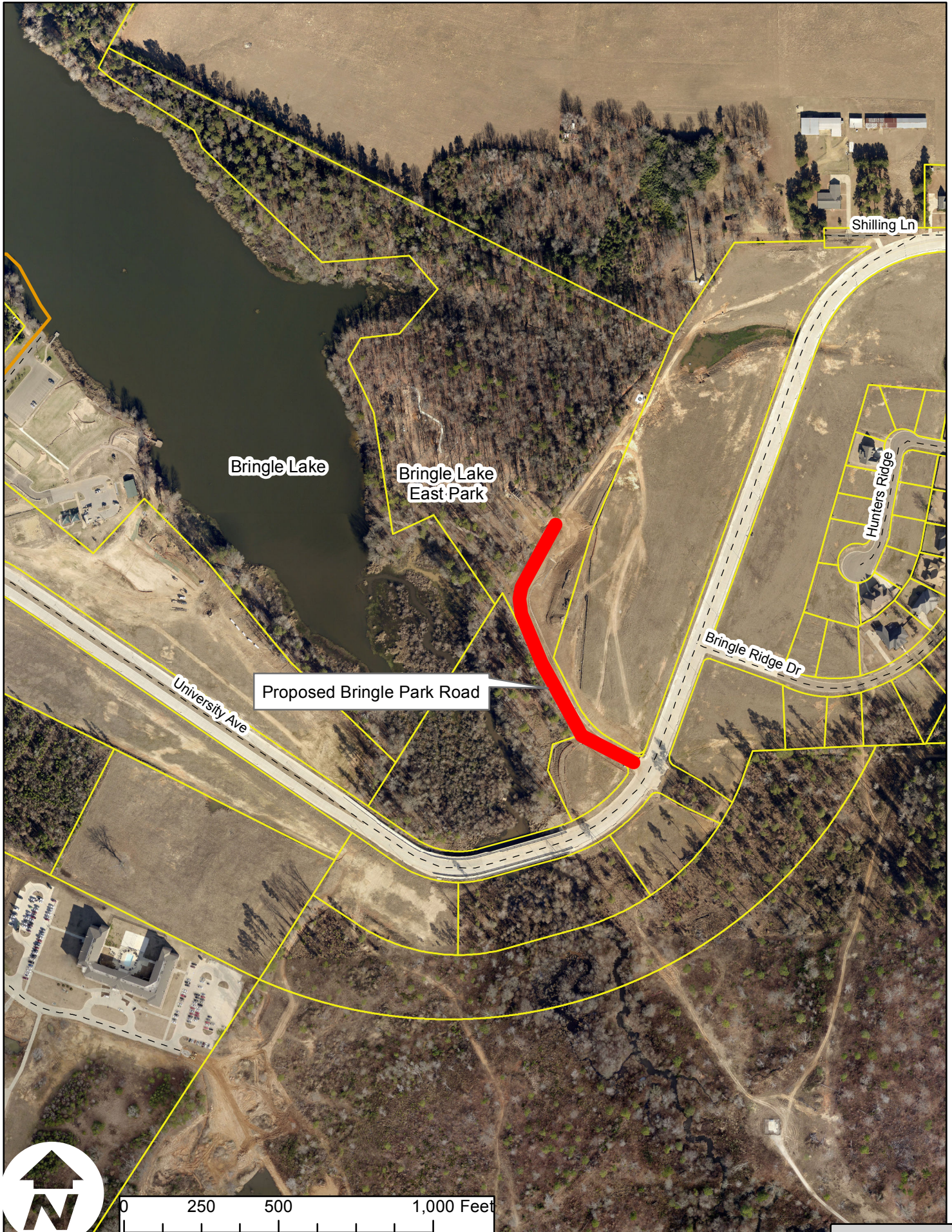
ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Proposed Bringle Park Road

5.2.c



Attachment: Proposed Bringle Park Road Map (1152 : Res. No. 2014-086 Naming Bringle Park Road)

City of Texarkana, Texas

Version:

Update Date: 7/10/2014 4:24 PM

Briefing Sheet

Lead Department: Public Works Department **Action Officer:** Jennifer Evans, City Secretary
Resolution No. 2014-087 authorizing the City Manager to execute any
necessary documents for Change Order #8 for the Morris Lane Phase II
Subject: Construction Project, in an amount not to exceed Six Hundred Eighteen
Thousand One Hundred Sixty-Four and 91/100 Dollars (\$618,164.91).

Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 7/28/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

Please note there is a video link on our city website that shows the subgrade issues:
 See: <http://www.ci.texarkana.tx.us/326/Engineering> then select 'Morris Lane Subgrade Issue' just
 above Future Construction Projects.

Morris Lane Phase II Construction Project is an Economic Development Administration (EDA) grant funded project, with local funding coming through the 2009 Bond Fund. The grant funding available was \$1.2 million and the overall project was to build a street from Summerhill Road to Richmond Road. The first phase of construction included the section from Summerhill Road to Cowhorn Creek Road. The second, and current, phase of construction includes the section from Cowhorn Creek Road to Richmond Road. The allowed time to draw down grant funds is coming to an end in September and currently there is \$269,742.72 left to be drawn down as the project nears completion. This draw down is based on a prorated portion of the contract amount that has been finished to date. If the project is completed on time, all of the funding will be able to be drawn down. Currently, it is staff's feeling that this can be accomplished if we are able to move forward in dealing with two large issues. Staff is requesting authorization for the City Manager to execute a change order for \$618,164.91 to address these issues. Funding to cover this expenditure is available in the 2009 Bond Fund. This is a very large change order compared to ones typically seen on City construction projects. With that said, historically on projects of this size we see a 10% to 15% increase to the original contract price through several smaller change orders. This change order would greatly increase the overall contract amount all at once, but it would put the percentage increase at approximately 15%.

The first issue is unstable subgrade on the entire project, but especially severe and unforeseen soil conditions between Richmond Road to Robin Lane. Staff has been dealing with subgrade issues for the entire project. Numerous areas of unstable soil were found in the road section between Cowhorn Creek Road and Robin Lane. There were line item quantities in the bid proposal to cover some of these areas. These areas utilized undercutting and removing the

City of Texarkana, Texas

unstable material, adding geogrid, and adding a select fill material to stabilize the subgrade. This process proved effective but these line item quantities in the bid proposal have been exceeded.

When the pavement was removed from the section between Richmond Road and Robin, it revealed a fat clay material that was at least 6 feet to 8 feet thick and was totally saturated. It is very unstable, to the point of moving under your feet as you walk across it. This subgrade will not allow us to install the pavement structure as per the construction plans. It is staff's recommendation that this entire area will have to have three feet of material removed and hauled off, install a geogrid material three feet below grade, install a high PI material 18 inches thick to keep the water below from pushing up through the fill, and install 18 inches of select fill. Once back to grade, cement will be mixed in to the top lift of select material for added stability. We then will be able to construct the pavement as called for in the plans. This area is roughly 1700 feet long and 39 feet wide. Again, all of these line items are in the bid proposal but the quantities have already been exceeded due to the previous subgrade issues. This repair will push those quantities greatly over their current totals, which already exceed the original line item quantities listed in the bid proposal, resulting in an increase of approximately \$361,000 to the overall contract price.

The second issue is the "in-place" measured quantities for several line items are exceeding the original bid proposal totals. These discrepancies result in an increase of approximately \$231,000 to the overall contract price. The largest difference is in the common roadway excavation quantity. The original quantity shows to excavate 18,000 cubic yards from the project. Staff is projecting that the actual excavation on the project will be 28,683 cubic yards. This difference results in over an \$110,000 increase to the overall contract price. This difference is also not connected to any unstable subgrade excavation done on this project to date, as there is a separate line item to pay for that. The large majority of the remainder of the discrepancies center on the side streets that tie into Morris Lane. Due to the side street layouts, the surrounding yards have not been able to be tied back in to existing grade inside the right of way. This has led to a number of line items exceeding what was listed in the original bid proposal. Extra excavation, extra sod, removal of trees, removal of driveways, concrete driveways, etc. have all been increased because of this issue.

Finally, there is approximately \$26,000 included in this change order to pay various line items that have had either overruns or underruns. Typically, staff prepares a final "cleanup" change order after construction is complete to balance the contract amount with the actual work performed. Since this change order is so large, staff felt it would be appropriate to take care of any outstanding items now rather than wait until the end of the project.

Potential Options:

- None
-

Fiscal Implications:

Bond Funds are available to cover this change order.

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. Goals and Perspectives (DOCX)
- b. Res No 2014-087 Morris Lane Phase II Change Order (DOCX)
- c. Exhibit "A" - Proposed Morris Lane Change Order #8 (PDF)

Staff Coordination

Public Works Department	Kyle Dooley	Department Head Review	
Completed	07/07/2014 5:38 PM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
07/07/2014 6:16 PM			
Finance Department	Charlie Bassett	Review	Completed 07/11/2014
10:27 AM			
City Manager	John Whitson	City Manager Review	Completed 07/11/2014
10:38 AM			
City Council	Jennifer Evans	Meeting	Completed 07/23/2014
10:28 AM			

Meeting History

07/14/14	City Council	MOVED FORWARD	Next: 07/28/14
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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. 2014-087

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS FOR CHANGE ORDER NO. EIGHT (8) FOR THE MORRIS LANE PHASE II CONSTRUCTION PROJECT, IN AN AMOUNT NOT TO EXCEED SIX HUNDRED EIGHTEEN THOUSAND ONE HUNDRED SIXTY-FOUR AND 91/100 DOLLARS (\$618,164.91) AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the proposed subgrade treatment method called for in this project will not be sufficient to support the pavement structure due to very severe and unforeseen soil conditions; and

WHEREAS, these severe conditions will make it necessary to remove and replace several thousand cubic yards of material, thus resulting in a sizeable increase in the contract price; and

WHEREAS, there are several line item quantities in the original bid proposal that either have or are projected to overrun based on the “in-place” measured quantities; and

WHEREAS, this Change Order rectifies the differences staff is experiencing between the line item quantities listed in the bid proposal versus the actual “in-place” measured quantities; and

WHEREAS, this proposed change will require a Change Order (Exhibit “A”) in an amount not to exceed SIX HUNDRED EIGHTEEN THOUSAND ONE HUNDRED SIXTY-FOUR AND 91/100 DOLLARS (\$618,164.91).

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

SECTION 1: That Change Order No. 8 for the Morris Lane Phase II Construction (Exhibit “A”) in an amount not to exceed SIX HUNDRED EIGHTEEN THOUSAND ONE HUNDRED SIXTY-FOUR AND 91/100 DOLLARS (\$618,164.91) be and is hereby approved.

SECTION 2: That the City Manager be and is hereby authorized to execute any necessary documents for said Change Order.

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

PASSED AND APPROVED at a Regular Council Session on this the 28th day of July, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

CONTRACTOR
 FIELD ENGINEER OR INSPECTOR
 Owner
 (Circle One)

CHANGE ORDER NO.: EIGHT (8)

LOCATION:	<u>Morris Lane</u>	DATE:	<u>July 2, 2014</u>
OWNER:	<u>City of Texarkana, Texas</u>	ADDRESS:	<u>P.O. Box 1967, Texarkana, Tx 75501</u>
CONTRACTOR:	<u>Tatum Excavating Company, Inc.</u>	ADDRESS:	<u>2416 South Lake Drive, Texarkana, Tx 7550</u>
NAME OF PROJECT:	<u>Morris Lane Phase II Construction Project</u>	PROJECT NUMBER:	<u>DPW 13-1902-01</u>

ORIGINAL CONTRACT
 AMOUNT: \$4,270,536.20

ADJUSTED CONTRACT
 AMOUNT TO DATE: \$4,299,693.60

CHANGE ORDER AMOUNT: \$618,164.91

TO: Tatum Excavating Company, Inc.

The owner is considering extra work under the above referenced contract and the contractor is hereby requested to prepare cost estimates on the items as follows:

Add: Common Roadway Excavation
 Add: Geogrid
 Add: Undercut
 Add: Select Fill
 Add: Fat Clay (18" Thick)
 Add: Cement (40 lb/sy)
 Add: Cement Stabilization (6" Deep)
 Add: Class III RC Pipe - 18"
 Add: Install Chain Link Fence & Gate
 Add: Remove & Replace Trees
 Add: Abatement Pipe
 Add: Excavation (yards on side streets)
 Add: Sod (yards on side streets)
 Add: Remove Concrete Driveways
 Add: Concrete Driveways
 Add: Remove & Replace Crepe Myrtle Trees
 Add: Asphalt Prime MC-30
 Add: Landscaping at Guaranty Bond Bank

PLEASE SEE COMPELTE LIST ON FOLLOWING PAGE

Subject to conditions as follows:

A. The aforementioned change, and work affected thereby, are subject to all

- contract stipulations and covenants;
- B. The rights of the owner are not prejudiced, and;
- C. All claims against the owner which are incidental to, or as a consequence of the aforementioned change are satisfied.

BY:

City of Texarkana, Texas
(Owner)

PAGE 1 OF 2

TO: City of Texarkana, Texas
(Owner)

FROM: Tatum Excavating Company, Inc.
(Contractor)

We have estimated the cost of the proposed work and find it to be approximately as follows:

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Add: Common Roadway Excavation	CY	10,683.0	\$10.65	\$113,773.95
Add: Geogrid	SY	9,274.6	\$3.00	\$27,823.68
Add: Undercut	CY	13,279.0	\$10.00	\$132,790.00
Add: Select Fill	CY	8,535.0	\$11.35	\$96,871.68
Add: Fat Clay (18" Thick)	CY	3,684.0	\$13.50	\$49,734.00
Add: Cement (40 lb/sy)	TON	148.0	\$141.00	\$20,868.00
Add: Cement Stabilization (6" Deep)	SY	7,367.0	\$4.50	\$33,151.50
Add: Class III RC Pipe - 18"	LF	140.0	\$35.25	\$4,935.00
Add: Install Chain Link Fence & Gate	LS	1.0	\$920.00	\$920.00
Add: Remove & Replace Trees	EA	6.0	\$2,450.00	\$14,700.00
Add: Abatement Pipe	LF	267.0	\$17.60	\$4,699.20
Add: Excavation (yards on side streets)	SY	3,726.0	\$10.65	\$39,681.90
Add: Sod (yards on side streets)	SY	4,986.0	\$5.80	\$28,918.80
Add: Remove Concrete Driveways	SY	327.0	\$11.05	\$3,613.35
Add: Concrete Driveways	SY	291.0	\$42.60	\$12,396.60
Add: Remove & Replace Crepe Myrtle Trees	EA	3.0	\$245.00	\$735.00
Add: Asphalt Prime MC-30	GAL	256.0	\$6.50	\$1,664.00
Add: Landscaping at Guaranty Bond Bank	LS	1.0	\$5,415.00	\$5,415.00
Add: Abandon Utility Lines	LF	24.0	\$3.30	\$79.20
Add: Provide & Install 8" Diameter Sewer Main	LF	225.0	\$58.80	\$13,230.00
Add: 8" DIP Sewer Main	LF	48.0	\$78.40	\$3,763.20
Add: 48" Sanitary Sewer Manhole	EA	2.0	\$2,515.00	\$5,030.00
Add: 48" Sanitary Sewer Drop Manhole	EA	1.0	\$3,275.00	\$3,275.00
Add: 48" Sanitary Sewer Manhole Extra Vertical Feet	LF	3.9	\$190.00	\$731.50
Add: Trench Excavation Protection	LF	245.0	\$0.75	\$183.75
Add: 8" DIP Water Main	LF	81.0	\$24.20	\$1,960.20
Add: 8" Gate Valve	EA	1.0	\$1,056.00	\$1,056.00
Add: Ductile Iron Fittings & Accessories	EA	470.0	\$3.00	\$1,410.00
Add: Cut & Plug Existing 6" Water Main	LS	6.0	\$550.00	\$3,300.00
Delete: Provide & Install Box Culvert (4x2)	LF	-4.0	\$168.00	-\$672.00
Delete: Provide & Install 8" Diameter Sewer Main (1	LF	-28.0	\$71.70	-\$2,007.60
Delete: Provide 4" Sewer Service (Short)	LF	-3.0	\$635.00	-\$1,905.00
Delete: Provide 4" Sewer Service (Long)	LF	-1.0	\$1,090.00	-\$1,090.00
Delete: Provide & Install 6" Water Main (PVC)	LF	-17.0	\$13.20	-\$224.40
Delete: Provide & Install 8" Water Main (PVC)	LF	-9.0	\$15.40	-\$138.60
Delete: Provide & Install 6" Water Main (DIP)	LF	-10.0	\$19.80	-\$198.00
Valve	EA	-1.0	\$1,485.00	-\$1,485.00
Delete: Provide Water Service (Short)	LF	-1.0	\$825.00	-\$825.00

Estimated Cost of Materials:	_____	Estimated Cost of Services:	_____	Total Estimated Cost of This Change Order:	_____ \$618,164.91
---------------------------------	-------	--------------------------------	-------	---	--------------------

CONTRACTOR

DATE

In connection with your contract with the City of Texarkana, Texas, dated: September 9, 2013
for the Morris Lane Phase II Construction Project project, the above described
work is ordered in accordance with Section 6 of the "Standard Form of Agreement".

Amount of contract to date, plus total estimated cost of Change Order, gives an adjusted Contract
cost of \$4,917,858.51. Adjusted Contract time: _____
a total of: N/A DAYS.

RECOMMENDED BY DPW: _____

DATE

APPROVED BY: _____

DATE

NOTE:

Change Order signed by both parties, owner and contractor, shall constitute Notice to Proceed.

Fill out in triplicate: One for Contractor, One for Field Engineer or Inspector, One for Owner.

If additional space is needed, please use the back of original sheets.

PAGE 2 OF 2

Attachment: Exhibit "A" - Proposed Morris Lane Change Order #8 (1150 : Res. No. 2014-087 Morris Lane Phase II Change Order #8)

City of Texarkana, Texas

Version: E

Update Date: 7/23/2014 10:49 AM

Briefing Sheet

Lead Department: Economic Development **Action Officer:** Jerry Sparks, Economic Developer
Resolution No. 2014-088 approving a Community Development Block Grant Revolving Loan to Pecan Point Brewing Company of Texarkana Texas in an amount not to exceed One Hundred Thousand and No/100 Dollars (\$100,000.00) for a period of ten (10) years at an interest rate of one percent (1%) over the rate for ten (10) year Treasury notes of which the City may adjust the rate annually and authorizing the City Manager to execute the necessary documents.

Subject: documents.

Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25, 2014 **Council Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

LOAN PROGRAM: CDBG RLF
 POTENTIAL BORROWER: Pecan Point Brewing Co
 John Hubbard & Bill Scurlock
 Objective: Improvements to Main Street property
 Loan Request: \$100,000
 Loan Approval: Not to exceed \$100,000 for 10 years @ an interest rate of not less than 1% over the rate of the 10-year Treasury notes, adjusted annually
 Sources of funds: CDBG
 Collateral: Real Estate, furniture, fixtures, personal guaranty
 Type of Project: Improvements to commercial property that has been vacant for several years.
 Jobs: Estimates 15 new jobs

Narrative: This loan will be used for improvements to property on Main Street in downtown Texarkana that has served a variety of purposes. The subject property adjoins the Perot Theatre, a City-owned structure.

The location is within the target area for the CDBG RLF. The borrower's financial statements indicate an ability to repay the loan and the building will be used as security.

This is a new venture and it has no financial history.

Governmental and non-profit revolving loan fund programs have two broad responsibilities. The first is to meet some pre-established programmatic criteria. The

City of Texarkana, Texas

program goals can be driven by geography, local economies, targeted demographic groups, entrepreneurial activities, or other policy positions.

The second responsibility is credit worthiness of the loan. Revolving loan programs can be sustainable only with the repayment of loans. The programmatic criteria may influence credit standards. There should be a balance between program goals and credit worthiness in the decision-making process.

For these loans for the CDBG Revolving Loan Fund, the pre-approval committee found:

- The applicants meet program criteria established for the CDBG RLF.
- The businesses are within the geographic or demographic target areas.
- The applicants have the capability of meeting employment objectives.
- The applicants have a demonstrated capacity for repayment.
- The applicants have adequate net worth or available collateral to support sound lending practices.

For establishment of the CDBG RLF:

- Legal ad and public posting of information meeting on the loan program (see attached)
- RLF discussed in two public hearings on 2011 CDBG Action Plan July 26 2011 and August 8, 2011.
- RLF discussed in public meeting on 2012 CDBG Action Plan June 6 2012
- RLF discussed in three public hearings on 2012 CDBG Action Plan July 18, 2012, July 25, 2012, and August 13, 2012.

Potential Options:

- Approve recommendation of loan review committee
- Disapprove recommendation of loan review committee

Fiscal Implications:

An amount not to exceed \$100,000 from the CDBG funds received by the City of Texarkana

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

CDBG RLF Loan Approval Committee recommends approval with security as indicated.

Advisory Board/Committee Meeting Date and Minutes:

CDBG RLF Committee met on July 9, 2014.

Attachments

- a. Goals and Perspectives (DOCX)
- b. Res. No. 2014-088 - 106 CDBG Revolving Loan Pecan Point Resolution (DOC)
- c. Pecan Point conceptual facade (DOCX)

City of Texarkana, Texas

d. 2014-088 CDBG Revolving Loan - Pecan Point Brewing (PDF)

Staff Coordination

Economic Development	Jerry Sparks	Department Head Review	
Completed	07/16/2014 11:09 AM		
Planning and Community Development	David Orr	Review	Completed
07/16/2014 3:00 PM			
Finance Department	Charlie Bassett	Finance Review	Completed
8:33 AM			07/18/2014
Public Information Officer	Lisa Thompson	PIO Review	Completed
07/18/2014 8:35 AM			
Assistant City Manager	Shirley Jaster	Review	Completed
07/18/2014 8:37 AM			
City Manager	Shirley Jaster	City Manager Review	Completed
8:45 AM			07/18/2014
City Council	Pam Burns	Meeting	Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

None applicable

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: CDBG RLF is a part of CDBG Consolidated Plan. The Plan is discussed in public meetings prior to approval.

RESOLUTION NO. 2014-088

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING A COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN TO PECAN POINT BREWING COMPANY OF TEXARKANA, TEXAS IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) FOR A PERIOD OF TEN (10) YEARS AT AN INTEREST RATE OF ONE PERCENT (1%) OVER THE RATE FOR TEN (10) YEAR TREASURY NOTES OF WHICH THE CITY MAY ADJUST THE RATE ANNUALLY; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City has established a Community Development Block Grant Consolidated Plan instituting a Community Development Block Grant Revolving Loan Fund of which funds were capitalized through 2014 and 2015 Community Development Block Grant Action Plans and appropriated in the fiscal year 2014 budget; and

WHEREAS, a loan application was made by Pecan Point Brewing Company of Texarkana, Texas in an amount not to exceed ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00); and

WHEREAS, the City Loan Committee and Staff have reviewed and recommended approval of the application by Pecan Point Brewing Company of Texarkana, Texas in an amount not to exceed ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) for a period of ten (10) years at an interest rate of one percent (1%) over the rate for ten (10) year treasury notes of which the city may adjust the rate annually;

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

SECTION 1: That the City Manager, be and is hereby authorized to make a Community Development Block Grant Consolidated Plan Loan to Pecan Point Brewing Company of Texarkana, Texas in an amount not to exceed ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) for a period of ten (10) years at an interest rate of one percent (1%) over the rate for ten (10) year treasury notes of which the city may adjust the rate annually.

SECTION 2: That the City Manager is hereby authorized to execute the necessary documents to provide such loan in accordance with the Community Development Block Grant Guidelines.

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 8th day of September 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



**CDBG RLF
Approval Matrix**

Applicant: Pecan Point

Policy Criteria(must meet at least one of the following)

5 points for 1st criteria; 1 point subsequent criteria

Commercial Development in target area	5	
Job Creation in target area	1	
Job Retention in target area	0	
Low to Mod Area	1	
Gap Financing		
Small Business	1	
Micro business		
Acquisition or Rehabilitation of Privately Owned Commercial/Industrial Property	1	
Job Creation for Low/Mod Clientele		
Job Training for Low/Mod Clientele		
No Job Pirating	1	

Financial Criteria

(must meet at least one of the following)

O-5 points for each criteria; scores will determine approval, term, & interest rate

Collateral	3	
Cash Flow & Repayment Ability	0	New business venture
Credit History	0	No credit reports
Project Costs Reasonable	3	
All Sources of Funding Committed	4	includes Main St RLF
Reasonable Owner Equity (1 point for each 10% equity, max of 5)	5	
	25	

City of Texarkana, Texas

Version: E

Update Date: 7/25/2014 10:05 AM

Briefing Sheet

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,
Ordinance No. 2014-089 amending PD-03-09 for site plan approval to allow an
accessory building for the existing Goodwill Industries on a 2.30 acre tract of
land being a part of the Adolphus Hope HRS, A-261, located behind 3410 St.
Michael Drive. Goodwill Industries of Northeast Texas, applicant. David
Subject: Williams, MTG Engineering, agent.

Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25,
2014 **Council Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

This is a request by Goodwill Industries of Northeast Texas, Inc., owner, and David Williams, MTG Engineers, agent, for site plan approval to allow the construction of a new accessory warehousing building to be utilized by the existing Goodwill Industries at 3410 St. Michael Drive (a 2.30 acre tract of land being a part of the Adolphus Hope HRS, A-261). The present use is a vacant tract of land.

The adjacent zoning is Single Family-2 to the north and east, PD-General Retail to the south and General Retail to the west. The existing land use is residences to the north and east, the existing Goodwill store to the south and Sam's Club and Super One Grocery Store to the west.

This property was rezoned to Planned Development-General Retail in 2003. The PD designation was placed on the property to protect the adjacent residential neighborhood.

The applicant has provided a site plan which shows the following:

- A 15,000 square foot metal exterior warehouse accessory building with 4 loading docks and overhead doors for loading and unloading. Heavy load pavement is shown for truck access. A sprinkler system for the building will be required.
- Building is proposed 10 feet from residential property line on the east side.
- All traffic from trucks will be on the west side of the building next to Sam's and away from the residential neighborhood on the east.
- No new signage is proposed.
- Additional parking is required for the proposed warehouse. Calculations to see if the existing parking will accommodate has not been verified.
- Continuation of the 7' wooden fence along the east side will be required to screen this warehouse from the residential neighborhood. (some fence exists but it may need to be extended).

City of Texarkana, Texas

The Commission may want to add stipulations that any outdoor lighting must be shielded from adjacent residential properties and if additional fencing/screening should be constructed along the residential properties past the expanded warehouse on the east and north property lines.

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval of the site plan, with stipulations, of the proposed metal accessory warehouse since it will be located behind the existing Goodwill building and will not be seen from St. Michael Drive. All notification and application requirements have been met to consider this request.

Advisory Board/Committee Review:

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval of the site plan with the following stipulations:

1. A 15,000 square foot metal exterior warehouse accessory building is allowed with 4 loading docks and overhead doors for loading and unloading as shown on site plan. Heavy load pavement is shown for truck access.
2. A sprinkler system for the building is required.
3. Any outdoor lighting must be shielded from adjacent residential properties.
4. A screening device is required along the east and north property lines where property abuts residential properties.
5. All traffic from trucks will enter and exit from the west side of the building next to Sam's and away from the residential neighborhood on the east.
6. No new signage is proposed.
7. Additional parking is required for the proposed warehouse.

Advisory Board/Committee Meeting Date and Minutes:

July 7, 2014

Attachments

- a. Ordinance No. 2014-089 (DOCX)
- b. Goals and Perspectives (DOCX)
- c. Exhibit A to attach to Ord. (PDF)
- d. Ord. No. 2014-089 Exhibit 'B' attach (PDF)

City of Texarkana, Texas

- e. Maps for Ord. 2014-089 (PDF)
- f. Utility and dept. memos concerning site plan(PDF)

Staff Coordination

Assistant City Manager	Shirley Jaster	Review	Completed
07/17/2014 2:00 PM			
Public Information Officer	Lisa Thompson	PIO Review	Completed
07/17/2014 2:01 PM			
City Manager	John Whitson	City Manager Review Completed	07/17/2014
3:56 PM			
City Council	Pam Burns	Meeting	Pending

Meeting History

ORDINANCE NO. 2014-089

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-03-9(GR) FOR SITE PLAN APPROVAL TO ALLOW THE LOCATION OF AN ACCESSORY BUILDING ON A 2.30 ACRE TRACT OF LAND BEING A PART OF THE ADOLPHUS HOPE HRS, A-261 (EXHIBIT 'A'), LOCATED BEHIND 3410 ST. MICHAEL 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 requesting the **approval of a site plan to allow the location of an accessory building** (Exhibit "B") behind the existing Goodwill Industries on a 2.30 acre tract of land being a part of the Adolphus Hope HRS, A-261 (Exhibit "A"), located behind 3410 St. Michael 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 **unanimously by a vote of five (5) to zero (0) to recommend approval of the petition for the request for the site plan to allow the location of an accessory building** (Exhibit "B") 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 the approval of the site plan for the above described property is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the site plan (Exhibit "B") submitted to allow an accessory building on a 2.30 acre tract of land being a part of the Adolphus Hope HRS, A-261 (Exhibit "A"), located behind 3410 St. Michael Drive in the City of Texarkana, Texas, Bowie County, Texas, be and is hereby approved and hereby amends PD-03-9(GR).

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

1. A 15,000 square foot metal exterior warehouse accessory building is allowed with 4 loading docks and overhead doors for loading and unloading as shown on site plan. Heavy load pavement is shown for truck access.
2. A sprinkler system for the building is required.
3. Any outdoor lighting must be shielded from adjacent residential properties.

4. A screening device is required along the east and north property lines where property abuts residential properties.
5. All traffic from trucks will enter and exit from the west side of the building next to Sam's and away from the residential neighborhood on the east.
6. No new signage is proposed.
7. Additional parking is required for the proposed warehouse.

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

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

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

PASSED AND APPROVED in Regular Council Session on this the 8th day of September, 2014.

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:

[Select One By Clicking Here](#)**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	☒	Sign posted

Other:

Exhibit "A"

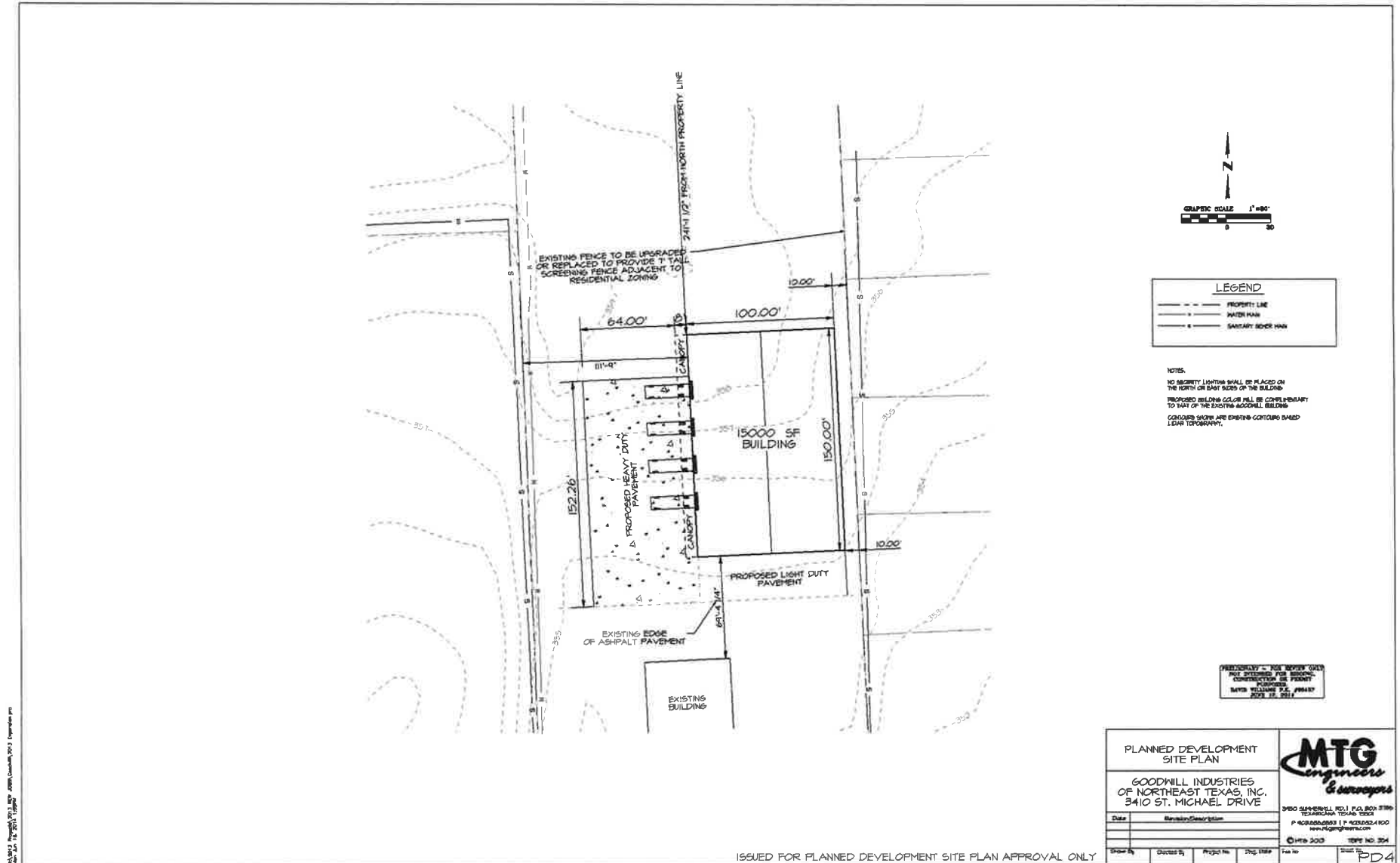
Property Description

2.30 acres

All that certain tract or parcel of land lying and situated in the Adolphus Hope Headright Survey, Abstract 261, Bowie County, Texas being a 2.30 acre tract (from a 3.80 acre tract) described in special Warranty Deed from John Meadors to Goodwill Industries of Northeast, Texas dated November 1, 2012, of record in Volume 6337, Page 153, of the Real Property Records of Bowie County, Texas.

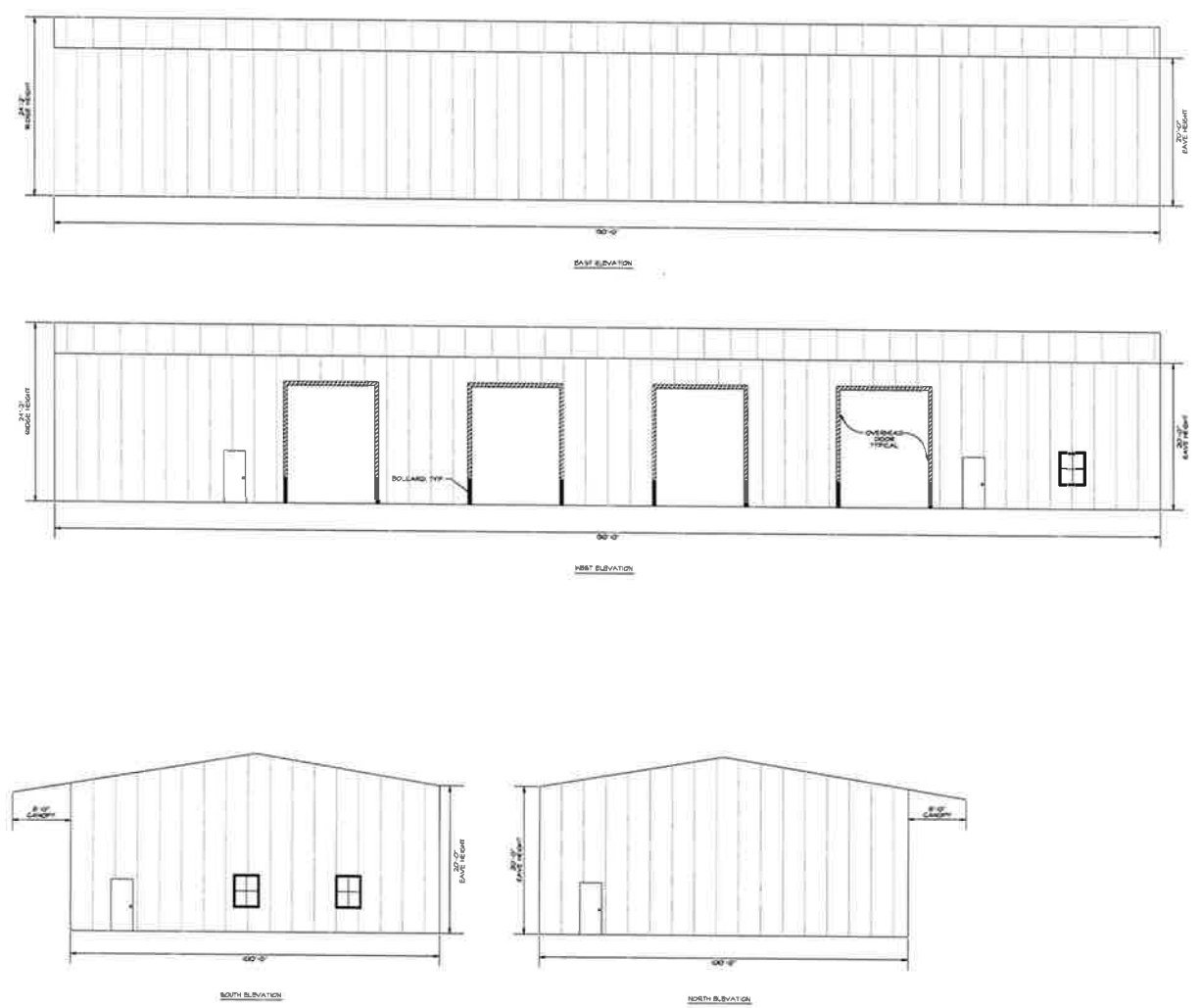
Attachment: Exhibit A to attach to Ord. (1154 : Ord. No. 2014-089 Amend. to PD-03-9 for site plan app. behind 3410 St. Michael)

Exhibit "B"



24' Height - middle
20' ends.

DATE: 11/05/14
DRAWN BY: J. L. HARRIS
CHECKED BY: J. L. HARRIS
PROJECT NO: 1154-089

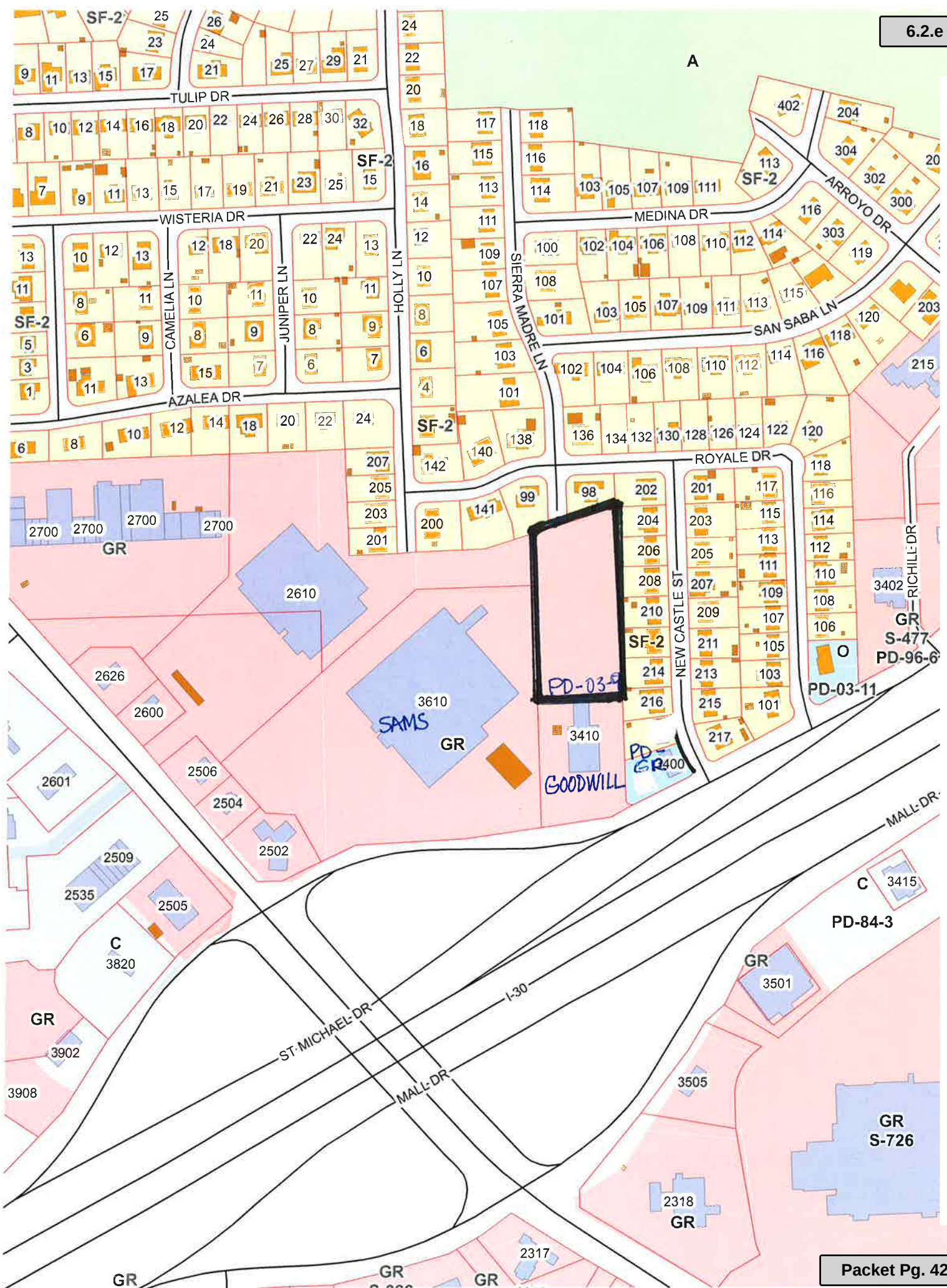


NOTES:
NO SECURITY LIGHTING SHALL BE PLACED ON THE NORTH OR EAST SIDES OF THE BUILDING.
PROPOSED BUILDING COLOR WILL BE COMPLEMENTARY TO THAT OF THE EXISTING GOODWILL BUILDING.

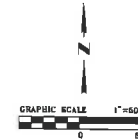
PRELIMINARY - FOR REVIEW ONLY
NOT INTENDED FOR BIDDING
CONSTRUCTION OR PERMIT
PURPOSES
DAVID WILLIAMS P.E. 000427
JUNE 15, 2014

PLANNED DEVELOPMENT BUILDING ELEVATIONS		MTG <i>engineers & surveyors</i>	
GOODWILL INDUSTRIES OF NORTHEAST TEXAS, INC. 3410 ST. MICHAEL DRIVE		3430 SUPERHILL RD. P.O. BOX 3186 TEXARKANA TEXAS 75501 P 409.838-8999 F 409.293-4700 www.mtgengineers.com	
Date	Revision/Date / by	© MTS 2013	TSP# NO. 354
Drawn By	Checked By	Project No	Draw No
			PD3

ISSUED FOR PLANNED DEVELOPMENT SITE PLAN APPROVAL ONLY







LEGEND	
	PROPERTY LINE
	WATER MARK
	SAFETY SETBACK MARK

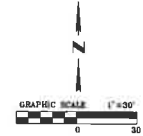
NOTES:
 NO SECURITY LIGHTING SHALL BE PLACED ON THE NORTH OR EAST SIDES OF THE BUILDING
 PROPOSED BUILDING COLOR WILL BE COMPLEMENTARY TO THAT OF THE EXISTING GOODWILL BUILDING

PRELIMINARY - FOR REVIEW ONLY
 NOT EXTENDED FOR RECORD
 CONSTRUCTION OR PERMIT
 PURPOSES
 DATED WILLIAMS P.E. #16827
 JUNE 12, 2014

PLANNED DEVELOPMENT SITE PLAN GOODWILL INDUSTRIES OF NORTHEAST TEXAS, INC. 3410 ST. MICHAEL DRIVE		 9430 WARDHILL RD. P.O. BOX 3100 TEXARKANA, TEXAS 75501 P 409.898.2000 F 409.832.4100 www.mtgengineers.com © MTG 2013 TBPE NO. 354
Date: _____ Revision: _____	Drawn By: _____ Checked By: _____ Project No: _____ Sheet No: _____	

ISSUED FOR PLANNED DEVELOPMENT SITE PLAN APPROVAL ONLY

$$100' \times 150' = 15,000'$$



LEGEND	
	PROPERTY LINE
	WATER MAIN
	SANITARY SEWER MAIN

NOTES
 NO SECURITY LIGHTING SHALL BE PLACED ON THE NORTH OR EAST SIDES OF THE BUILDING.
 PROPOSED BUILDING COLOR WILL BE COMPLEMENTARY TO THAT OF THE EXISTING GOODWILL BUILDING.

PRELIMINARY - FOR REVIEW ONLY
 NOT INTENDED FOR RECORD
 CONSTRUCTION OR PERMIT
 PURPOSES
 DAVID WILLIAMS P.E. #66423
 JUNE 13, 2014

PLANNED DEVELOPMENT SITE PLAN GOODWILL INDUSTRIES OF NORTHEAST TEXAS, INC. 3410 ST. MICHAEL DRIVE		 3900 SUMMITHILL RD P.O. BOX 3186 TEXARKANA, TEXAS 75701 P: 409.836.8931 F: 409.832.4100 www.mtgengineers.com © MTG 2013 TBPE NO. 354
Date: _____ Revision/Description: _____ Drawn By: _____ Checked By: _____ Project No: _____ Sheet No: PD2	Date: _____ Revision/Description: _____ Drawn By: _____ Checked By: _____ Project No: _____ Sheet No: _____	

ISSUED FOR PLANNED DEVELOPMENT SITE PLAN APPROVAL ONLY

2014-089 [Revision 1] (1154 : Ord. No. 2014-089 Amend. to PD-03-9 for site plan app. behind 3410 St. Michael)

TEXARKANA TEXAS FIRE DEPARTMENT

Fire Chief Eric Schlotter

220 Texas Boulevard, Texarkana, TX 75501 • 903-798-3994 • Fax 903-793-4731



Site Plan Review

To: Shirley Jaster, Assistant City Manager

FROM: Kenneth Steele, Fire Inspector; Texarkana, Texas Fire Dept.

DATE: 30 June, 2014

SUBJECT: behind 3410 St. Michael Drive- Goodwill warehouse

Ms.Jaster:

The use of the warehouse is a Group S1 storage; S1 storage occupancies over 12,000 square feet in fire area require a fire sprinkler system.

Address

The numeric characters of the buildings' address shall be posted of material not less than 4-inch, but shall be of sufficient size that the numbers are discernible from the street of address. If a ground sign is to be installed at the front of the property, the numeric address should be posted on it in such a manner that it can be recognized from approaching directions.

Fire Lane

Local ordinance requires that a fire lane be provided for all occupancies when all parts of the building are not within 150 feet of a public street or designated fire lane. The fire lane shall be installed in accordance with Texarkana, Texas City Ordinance # 141-2000. Minimum turning radii shall conform to an AASHTO WB-40 vehicle through said radius without infringing on areas outside the fire lane. **A fire lane is required.**

Water Supplies for Fire Protection

The International Fire Code requires an approved water supply for fire protection for structures or portions of structures constructed or moved into the jurisdiction. The fire flow requirements for those structures shall be based on the ISO Needed Fire Flow Formula. *Where a portion of the structure is more than 400 feet from a fire hydrant on a fire apparatus access or public road as measured by hose lay around the exterior of the structure, on site fire hydrants and mains*

shall be provided where required by the fire code official. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet

A 3-foot clear space shall be maintained around fire hydrants and the center of a hose outlet shall not be less than 18 inches to final grade. Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall be installed. Fire hydrants shall be installed in accordance with the Texarkana Water Utilities standards.

There are two fire hydrants on the west property line that are acceptable.

Sprinkler system monitoring and alarms

All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures, and water-flow switches on all sprinkler systems shall be electrically supervised.

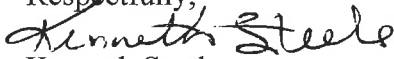
Knox Rapid Entry System

In accordance with Texarkana, Texas City Ordinance # 142-2000, the owner or occupant of any apartment complex, storage facility, residential community, or other development having gated access that may impair Fire Department emergency access shall install a keyed access system of a type approved by the Fire Official. The owner or occupant shall contact the Building and Life Safety Division at 903-798-3994 for a Knox Box order form or additional information concerning this requirement. **A Knox Box is required.**

If you have any further questions or comments concerning this project, please call me @ 903-798-3909

or e-mail me at ksteele@txkusa.org

Respectfully,



Kenneth Steele

Fire Inspector

Texarkana Texas Fire Dept.

903-798-3909

ksteele@txkusa.org

cc: file



Texarkana Water Utilities

801 Wood Street, P.O. Box 2008, Texarkana, Texas 75504

(903) 798-3800 Phone

(903) 791-0724 Fax

Memorandum

To: Shirley Jaster, Assistant City Manager/Director of Planning and Zoning, City of Texarkana, Texas

From: J.D. Phillips, P.E., Director of Engineering, TWU *ADD*

Date: July 27, 2014

Subject: *Site Plan Review - Goodwill Industries - 3410 St. Michael Drive*

The Utility staff has reviewed the above referenced site plan and has the following comments:

1. There is an existing ten inch (10") water main along the west side of the property.
2. There are existing six inch (6") sanitary sewer mains along the east and west sides of the property.
3. The size and location of the existing water and sanitary sewer mains have not been field verified. The developer's representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system.
4. Fire hydrants shall be located as per the requirements of the Texarkana, Texas Fire Department.

If you should have any questions or require further information, please do not hesitate to contact me.

xc: William D. King, Jr., Executive Director, TWU
Gary L. Smith, P.E., Design Engineer, TWU
David Latham, GIS Manager, TWU

sjastr386.wpd

TEX-Jaster, Shirley

From: Engelkes, Diane L. <diane.engelkes@centerpointenergy.com>
Sent: Friday, June 27, 2014 4:10 PM
To: TEX-Jaster, Shirley
Subject: FW: Goodwill expansion

Shirley,
 Please see note below.
 Thanks and have a great weekend! ☺
 Diane ☺

From: Watkins, Ronnie M
Sent: Friday, June 27, 2014 1:41 PM
To: Engelkes, Diane L.
Subject: RE: Goodwill expansion

If the expansion your referring to is the red square on the north side of the building, we have no conflict.

From: Engelkes, Diane L.
Sent: Friday, June 27, 2014 13:20
To: Watkins, Ronnie M; Free, John S.
Subject: Goodwill expansion

Do you see any conflict with this planned expansion for the Goodwill store on Saint Michaels' Dr?
 Thanks
 Diane ☺

Attachment: Utility and dept. memos concerning site plan (1154 : Ord. No. 2014-089 Amend. to PD-03-9 for site plan app. behind 3410 St.

TEX-Jaster, Shirley

From: TEX-Dooley, Kyle
Sent: Saturday, June 28, 2014 9:33 AM
To: TEX-Jaster, Shirley
Subject: Site Plan for Goodwill Warehouse

Shirley,

I have reviewed the site plan and had a couple of comments.

1. The number of truck loading docks exceeds the minimum requirements.
2. This building shows to be 15,000 SF, so there should be 15 parking spaces with it. The existing store may have enough spaces to accommodate the new warehouse but I'm not sure. There are no new spaces shown to be added with this new warehouse.

Please let me know if you have any questions.

Thanks,

Kyle Dooley, P.E., C.F.M.
Director of Public Works
City of Texarkana, Texas
Office: (903) 798-3948
Cell: (903) 701-2218
Fax: (903) 792-6419
Email: kdooley@txkusa.org

Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

Attachment: Utility and dept. memos concerning site plan (1154 : Ord. No. 2014-089 Amend. to PD-03-9 for site plan app. behind 3410 St.

City of Texarkana, Texas

Version: B

Update Date: 7/18/2014 8:43 AM

Briefing Sheet

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,
Ordinance No. 2014-090 rezoning Lot 1, Block 1, Walsh-Carter Master Tract
Second Addition, located at 5002 North Cowhorn Creek Loop Road.
Agriculture to Planned Development-General Retail. Barrie Thomson, owner.
Jason Clanton, Curt Green and Co. and Jeff Whitten, Whitten Engineering,
Subject: agents.

Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25,
2014 **Council Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

This is a request by Barrie Thomson, owner, and Jason Clanton with Curt Green Co. and Jeff Whitten, Whitten Engineering, agents, to rezone Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Road from Agriculture to Planned Development-General Retail. The proposed use of the property is a quick serve restaurant (Steak n Shake). The present use is a vacant tract of land.

The adjacent zoning is Agriculture to the north, PD-General Retail and Agriculture to the west, PD-General Retail to the south and PD-Commercial to the east. The adjacent land use is vacant property to the north, Red Lobster Restaurant to the south, a hotel and vacant property to the west and a hotel to the east.

The Comprehensive Plan has designated this as a Retail area.

The applicant has requested rezoning to General Retail with the Planned Development designation and has provided a site plan of the proposed new restaurant. Therefore, site plan approval will be considered as a separate zoning item (See Amendment to PD-14-1).

Most of the businesses (restaurants, hotels/motels) in this area have been rezoned with the Planned Development designation. This use is consistent with others in this area and the comprehensive plan. Staff recommends for approval of this request to PD-General Retail.

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 the rezoning request to Planned Development-General Retail.

Advisory Board/Committee Review:

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

July 7, 2014

Attachments

- a. Goals and Perspectives (DOCX)
- b. Ordinance No. 2014-090 (DOCX)
- c. Maps for Ord. 2014-090 (PDF)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review
Completed	07/17/2014 1:54 PM	
Public Information Officer	Lisa Thompson	PIO Review Completed
07/17/2014 3:09 PM		
City Manager	John Whitson	City Manager Review Completed 07/17/2014
4:01 PM		
City Council	Pam Burns	Meeting Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

None

Resource Impact:

Staff time required if item is approved:

Select One By Clicking Here

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	☒	Sign posted

Other:

ORDINANCE NO. 2014-090

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 1, BLOCK 1, WALSH-CARTER MASTER TRACT SECOND ADDITION, LOCATED AT 5002 NORTH COWHORN CREEK LOOP ROAD IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS FROM AGRICULTURE TO PLANNED DEVELOPMENT-GENERAL RETAIL (PD-14-1); CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road in the City of Texarkana, Bowie County, Texas, from **Agriculture to Planned Development-General Retail**; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of 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) to recommend the application for rezoning from Agriculture to Planned Development-General Retail** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Agriculture to Planned Development-General Retail** is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road in the City of Texarkana, Bowie County, Texas, from **Agriculture to Planned Development-General Retail**.

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

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

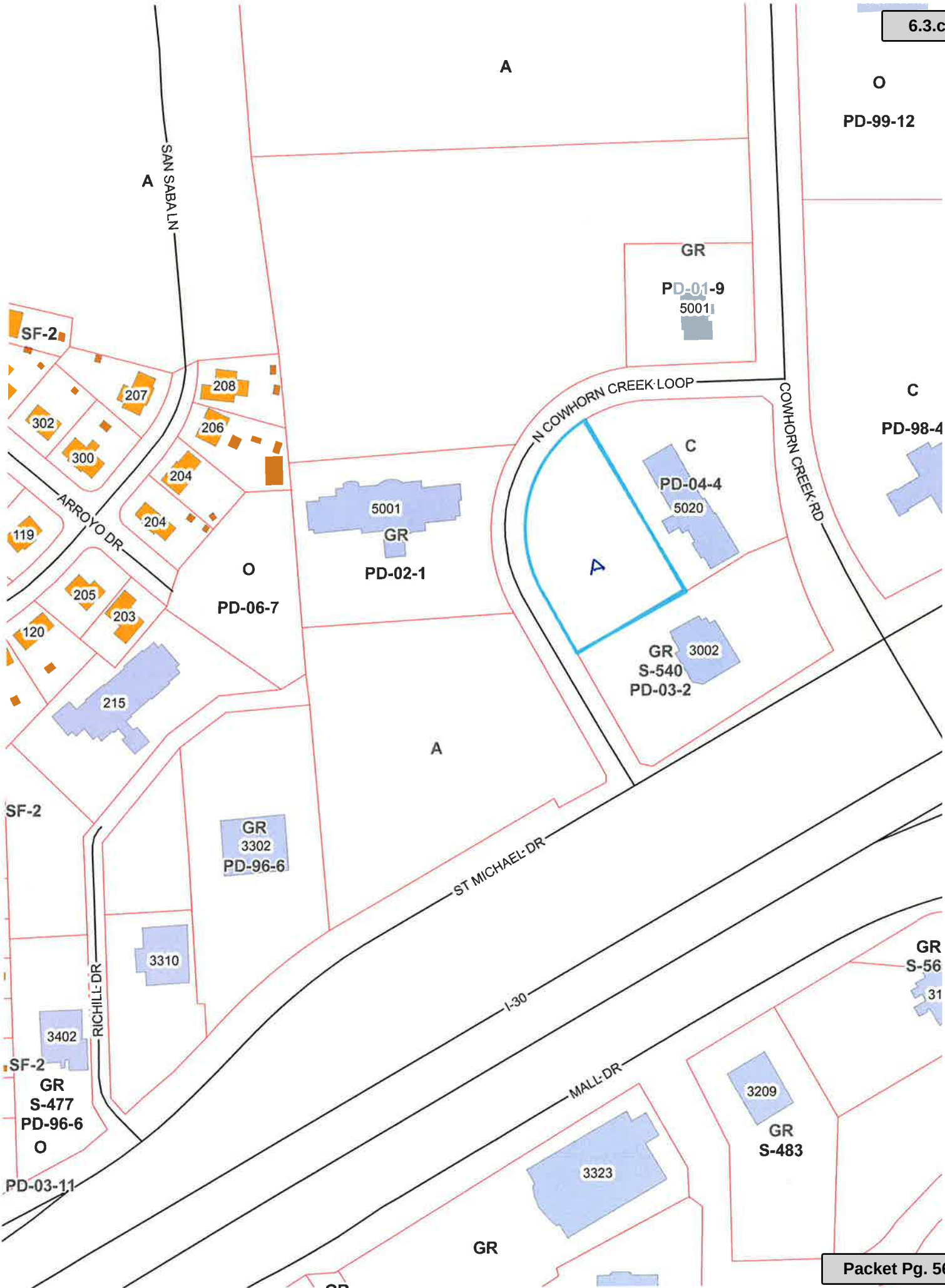
SECTION 4: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 8th day of September, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



Attachment: Maps for Ord. 2014-090 (1156 : Ord. NO. 2014-090 Z-14-7: 5002 N. Cowhorn Creek Loop Rd.; A to PD-GR)



City of Texarkana, Texas

Version: C

Update Date: 7/21/2014 4:25 PM

Briefing Sheet

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,
Ordinance No. 2014-091 amending PD-14-1 for site plan approval to allow a
restaurant on Lot 1, Block 1, Walsh-Carter Master Tract Second Addition,
located at 5002 North Cowhorn Creek Loop Road. Barrie Thomson, owner.
Jason Clanton, Curt Green and Co. and Jeff Whitten, Whitten Engineering,
Subject: agents.

Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25,
2014 **Council Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

This is a request by Barrie Thomson, owner, and Jason Clanton with Curt Green Co., agent, for site plan approval to allow the construction of a new quick serve restaurant (Steak n Shake) on Lot 1, Block 1, Walsh Carter Master Tract Second Addition, located at 5002 North Cowhorn. The present use is a vacant tract of land.

The adjacent zoning is Agriculture to the north, PD-General Retail and Agriculture to the west, PD-General Retail to the south and PD-Commercial to the east. The adjacent land use is vacant property to the north, Red Lobster Restaurant to the south, a hotel and vacant property to the west and a hotel to the east.

The applicant has provided a proposed site plan which shows the following:

- A 3,750 square foot restaurant building
- Elevations of the exterior building. See attached.
- A large parking lot with stalls for buses and covered parking for motorcycles. This layout exceeds parking requirements for a restaurant. (83 parking spaces)
- Existing drives serve as access for this restaurant as part of the overall design with the Town Place Suites Hotel and Red Lobster.
- Signage will be monuments (one with CEVMS) and one free standing pole. Also, lighted signage on the building façades.
- Additional signage for the restaurant can be placed on an overall development sign located along the I-30 frontage road where a sign easement currently exists.

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

Potential Options:

- Approve the request for Steak and Shake site plan.
- Deny the request for Steak and Shake site plan.

Fiscal Implications:

City of Texarkana, Texas

None

Staff Recommendation:

Staff recommends for approval with stipulations.

Advisory Board/Committee Review:

The Planning and Zoning Commission unanimously recommended for approval of the site plan with the following stipulations:

1. A 3,750 square foot restaurant building is allowed as shown on site plan.
2. Existing drives serve as access for this restaurant as part of the overall design with the Town Place Suites Hotel and Red Lobster.
3. An on-site free standing pole sign as shown on site plan is allowed not to exceed 35' in height with a monument style sign at the base that will include an electronic message sign (CEVMS) not to exceed 60 square feet. Location will be closest side of property to I-30.
4. A monument style sign (as shown on site plan near the Town Suite Hotel) not to exceed 60 square feet in size.
5. Lighted wall signage is allowed on all sides of the building.
6. Additional signage for the restaurant can be placed on an overall development sign located along the I-30 frontage road where a sign easement currently exists.

Board/Committee Recommendation:

Advisory Board/Committee Meeting Date and Minutes:

July 7, 2014

Attachments

- a. Goals and Perspectives (DOCX)
- b. Ordinance No. 2014-091 (DOCX)
- c. Maps for Ord. 2014-091 (PDF)
- d. Exhibit 'A' Site Plan for Ord. 2014-091 (PDF)
- e. Elevations of proposed restaurant (PDF)
- f. Sign information for proposed restaurant (PDF)
- g. Utility and dept. memos concerning site plan 2014-091 (PDF)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review
Completed	07/17/2014 2:39 PM	
Public Information Officer	Lisa Thompson	PIO Review Completed
07/17/2014 3:00 PM		
City Manager	John Whitson	City Manager Review Completed 07/17/2014
4:02 PM		
City Council	Pam Burns	Meeting Pending

City of Texarkana, Texas

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

None

Resource Impact:

Staff time required if item is approved:

Select One By Clicking Here

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	☒	Sign posted

Other:

ORDINANCE NO. 2014-091

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-14-1 (GR) FOR SITE PLAN APPROVAL TO ALLOW THE LOCATION OF A RESTAURANT ON LOT 1, BLOCK 1, WALSH-CARTER MASTER TRACT SECOND ADDITION, LOCATED AT 5002 NORTH COWHORN CREEK LOOP ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting the **approval of a site plan (Exhibit “A”) to allow the location of a restaurant** on Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road, in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 unanimously by a vote of Five (5) to Zero (0) to recommend approval of the petition for the request for the site plan to allow the location of a restaurant (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 the approval of the site plan for the above-described property is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the site plan (Exhibit “A”) submitted to allow a restaurant on Lot 1, Block 1, Walsh-Carter Master Tract Second Addition, located at 5002 North Cowhorn Creek Loop Road in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-14-1(GR).

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

1. A 3,750 square foot restaurant building is allowed as shown on site plan.
2. Existing drives serve as access for this restaurant as part of the overall design with the Town Place Suites Hotel and Red Lobster.
3. An on-site free standing pole sign as shown on site plan is allowed not to exceed 35’ in height with a monument style sign at the base that will include an electronic message sign (CEVMS) not to exceed 60 square feet. Location will be closest side of property to I-30.
4. A monument style sign (as shown on site plan near the Town Suite Hotel) not to exceed 60 square feet in size.
5. Lighted wall signage is allowed on all sides of the building.

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

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

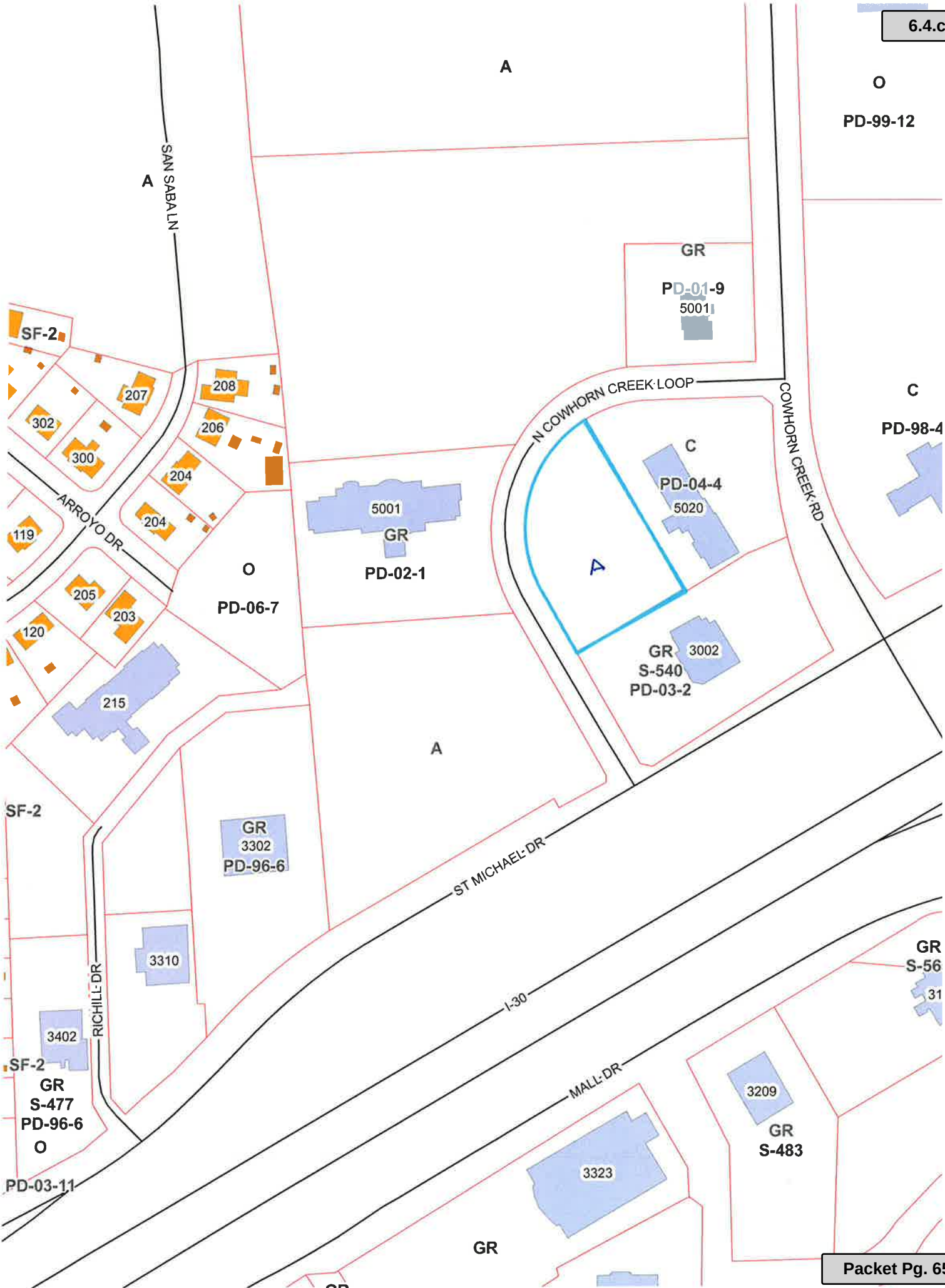
SECTION 5: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 8th day of September, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

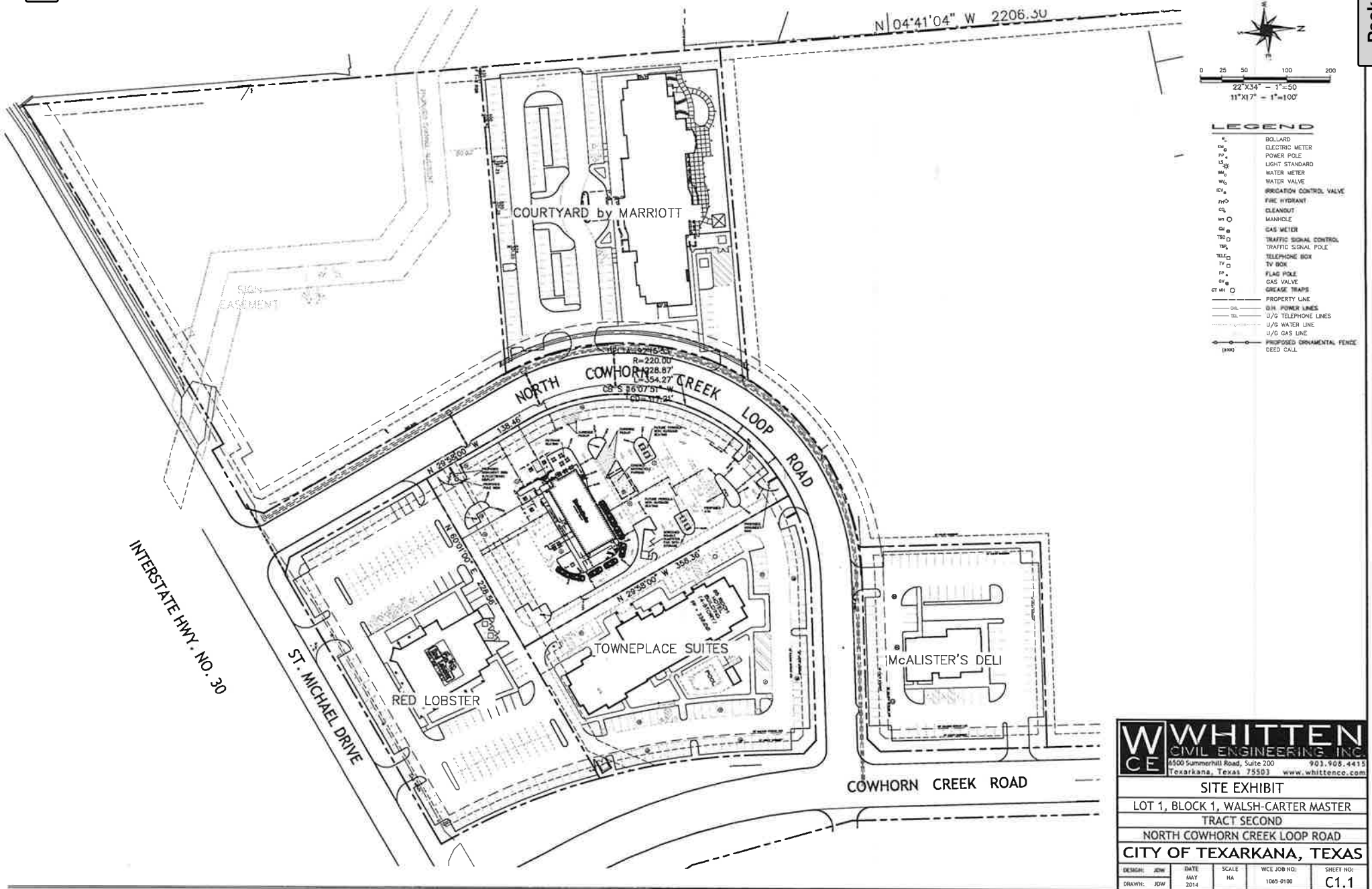


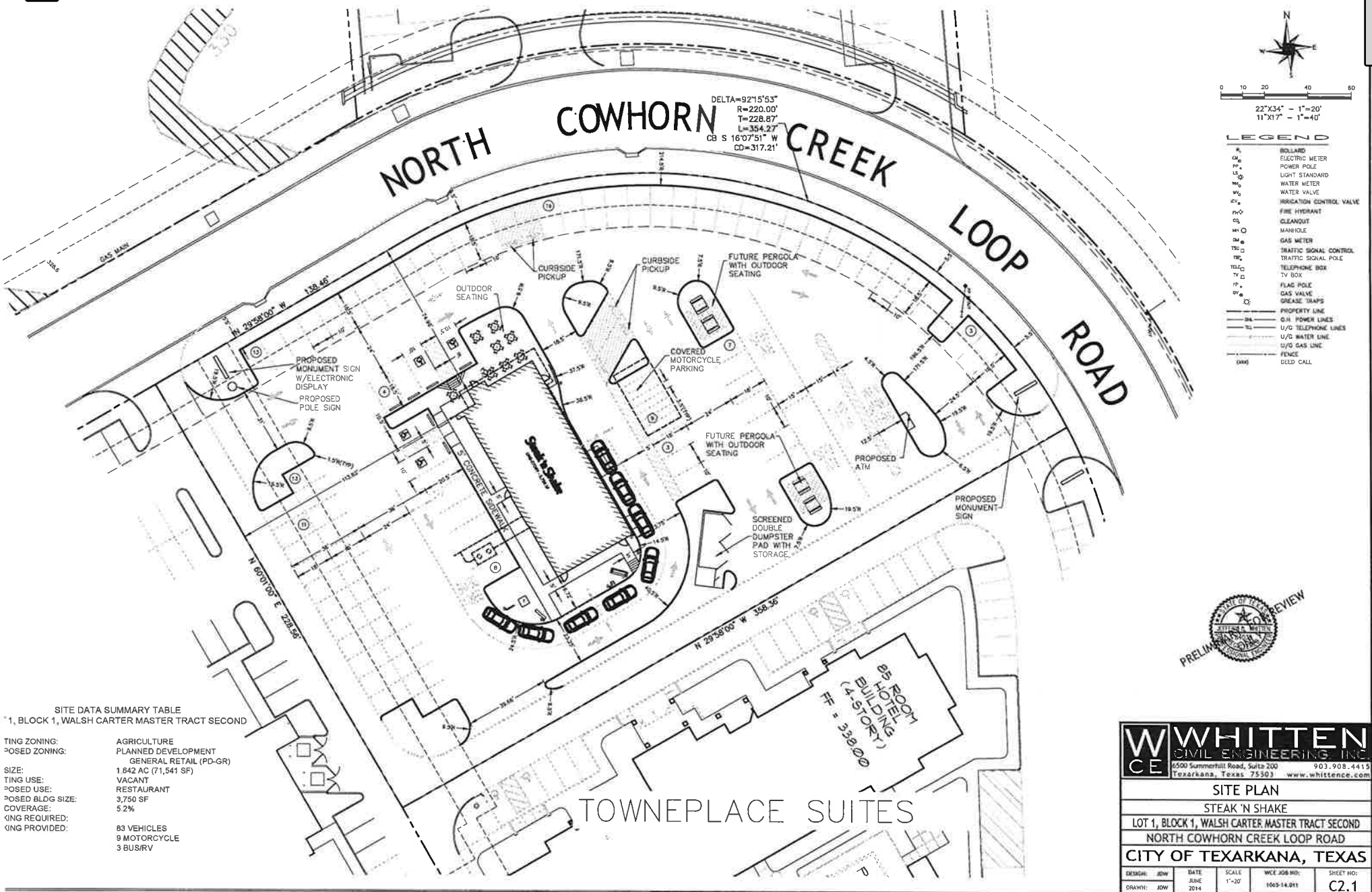
Attachment: Maps for Ord. 2014-091 (1157 : Ord. No. 2014-091 Amend. to PD-14-1 for site plan app. 5002 N. Cowhorn Creek Loop Rd.)



6.4.c

Attachment: Maps for Ord. 2014-091 (1157 : Ord. No. 2014-091 Amend. to PD-14-1 for site plan app. 5002 N. Cowhorn Creek Loop Rd.)



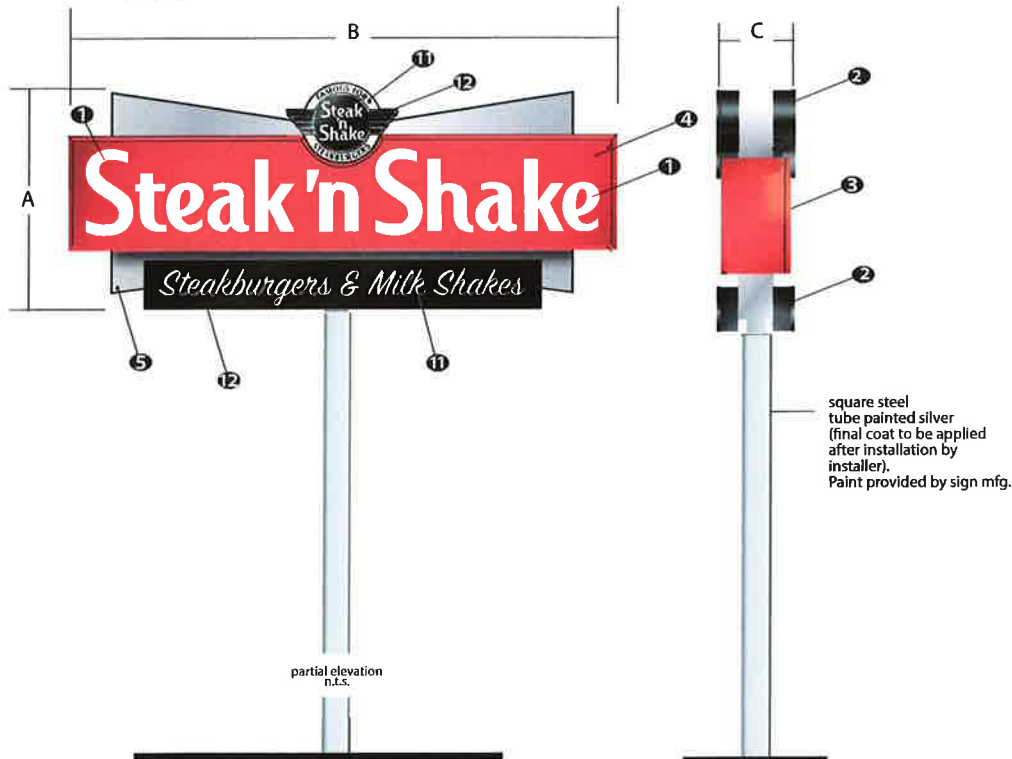











INSTALLED BY
SIGN COMPANY GC INSTA


Electrical service to sign by others -
120V 20 amp circuit with disconnect.

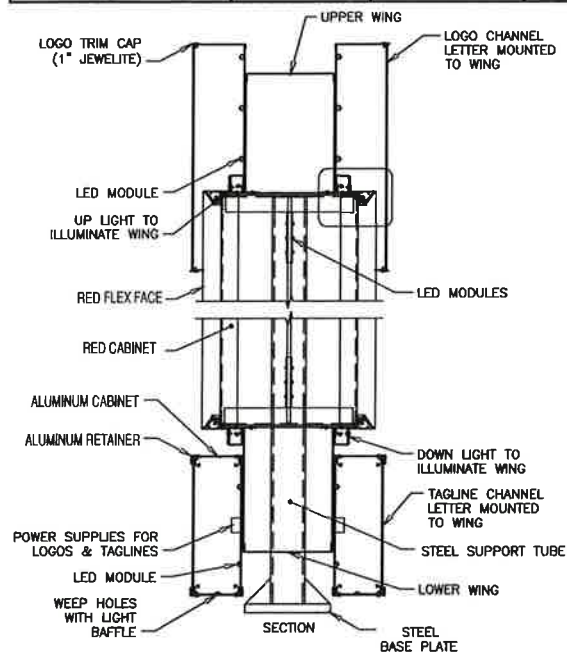
DOUBLE FACE INTERNALLY ILLUMINATED PYLON SIGN

Aluminum cabinet construction.
Panaflex sign faces for "Steak 'n Shake".
Cabinet filler painted red to match
PMS 485C.
White faces with red vinyl copy to match
Arlon Calon 2500-33 red vinyl.
Cabinet wings painted Silver.
Logo can painted gloss black.
Logo face clear acrylic background decor
with black vinyl (2nd surface) -
copy backspray white.
1" trim cap.
Tagline can painted gloss black.
Tagline face clear acrylic.
Background decorated with black
vinyl copy (2nd surface) - copy backspray
white.

LED Illumination - 4300K White LED by
GE Lighting Solutions.

DOUBLE FACE INTERNALLY ILLUMINATED PYLON SIGN

Description	A	B	C	Actual Area	Boxed Area	Max Amps
P60 Pylon Sign	4'-11 1/2"	12'-0"	1'-10 5/8"	50 sq.ft.	59.5 sq.ft.	4.8
P80 Pylon Sign	5'-9 1/16"	13'-11 3/16"	1'-10 5/8"	67 sq.ft.	79.9 sq.ft.	6.4
P100 Pylon Sign	6'-2 1/2"	15'-11 1/4"	1'-10 5/8"	78 sq.ft.	98.7 sq.ft.	7.55
P145 Pylon Sign	7'-8 3/4"	18'-8 1/2"	1'-10 5/8"	121 sq.ft.	144.3 sq.ft.	11.6
P200 Pylon Sign	8'-11 3/4"	21'-8 3/4"	1'-10 5/8"	163 sq.ft.	194.8 sq.ft.	12.55



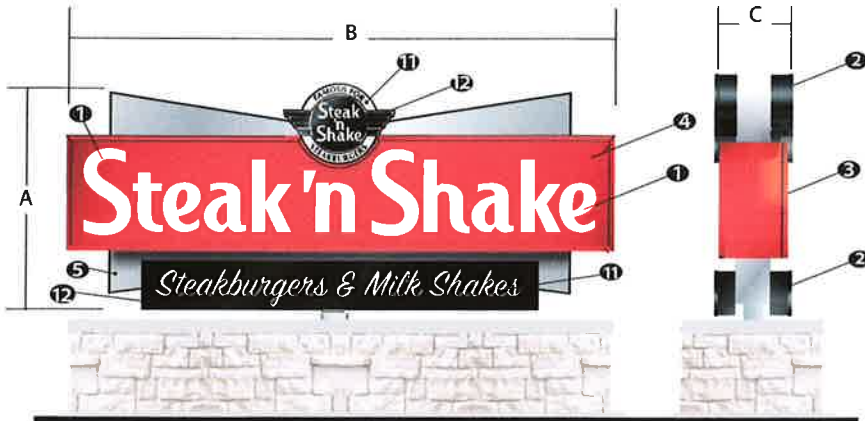
COLOR KEY

- 1** 945 White Panaflex
- 2** Akzo B15 Jet Black
- 3** PMS 485C
- 4** Arlon Calon 2500-33 Red Vinyl
- 11** Matthews Brushed Aluminum MP30136 R111726 Satin Finish V1.1
- 12** Spraylat L-806 White
- 12** 3M 7725-12 Black Vinyl



MONUMENT SIGNS

INSTALLED BY
SIGN COMPANY GC INST



Electrical service to sign by others -
120V 20 amp circuit with disconnect.

Stone base by GC

DOUBLE FACE INTERNALLY ILLUMINATED PYLON SIGN

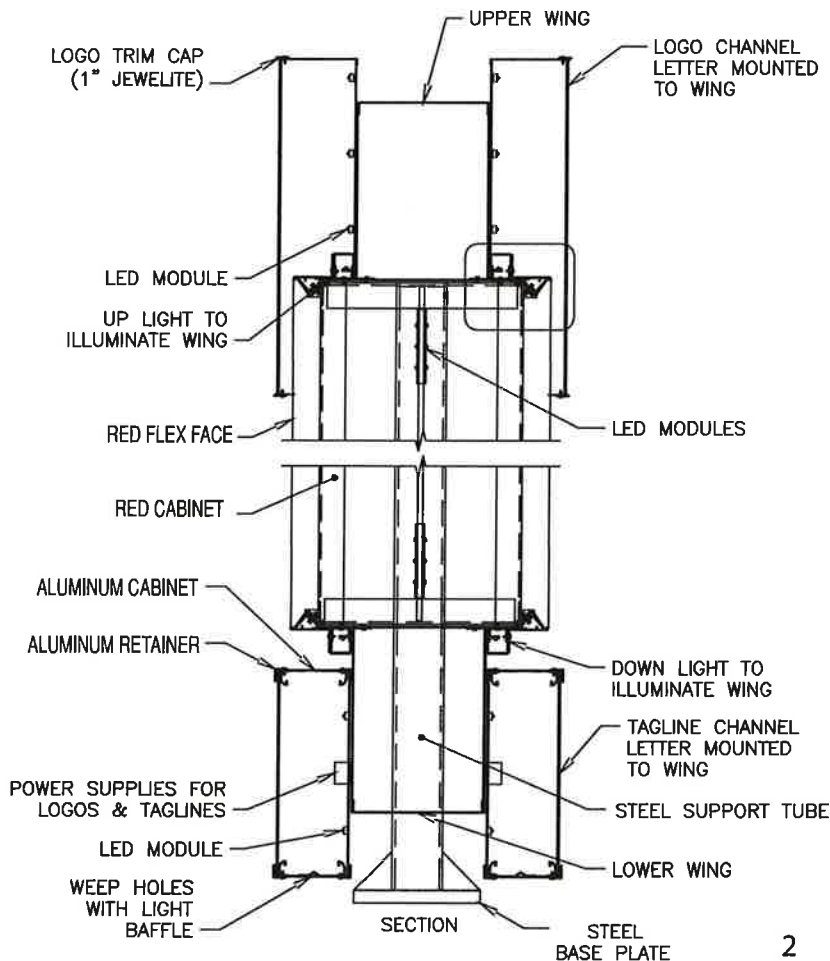
Aluminum cabinet construction.
Panaflex sign faces for "Steak 'n Shake".
Cabinet filler painted red to match PMS 485C.
White faces with red vinyl copy to match Arlon Calon 2500-33 red vinyl.
Cabinet wings painted Silver.
Logo can painted gloss black.
Logo face clear acrylic background decorated with black vinyl (2nd surface) - copy backspray white.
1" trim cap.
Tagline can painted gloss black.
Tagline face clear acrylic.
Background decorated with black vinyl copy (2nd surface) - copy backspray white.

LED Illumination - 4300K White LED by GE Lighting Solutions.

DOUBLE FACE INTERNALLY ILLUMINATED MONUMENT SIGN

Description	A	B	C	Actual Area	Boxed Area	Max Amps
M60 Monument Sign	4'-11 1/2"	12'-0"	1'-10 5/8"	50 sq.ft.	59.5 sq.ft.	4.8
* M40 Monument Sign	4'-0"	9'-10"	1'-10 5/8"	33.3 sq.ft.	40 sq. ft.	3.95

* Pending Program Approval and Municipal Requirements - Steak 'n Shake approval required.

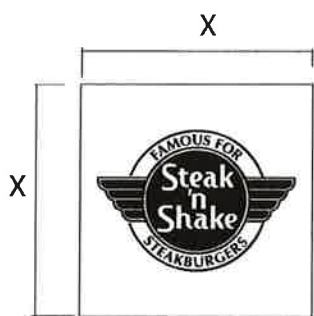


COLOR KEY

- 1** 945 White Panaflex
- 2** Akzo B15 Jet Black
- 3** PMS 485C
- 4** Arlon Calon 2500-33 Red Vinyl
- 11** Matthews Brushed Aluminum MP30136 R111726 Satin Finish V1.0
- 12** Spraylat L-806 White
- 12** 3M 7725-12 Black Vinyl



TENANT PANELS

INSTALLED BY
SIGN COMPANY GC INSTSTANDARD TENANT PANEL
LAYOUT GUIDELINES

First surface vinyl application
Tenant panel material may vary
depending on location.

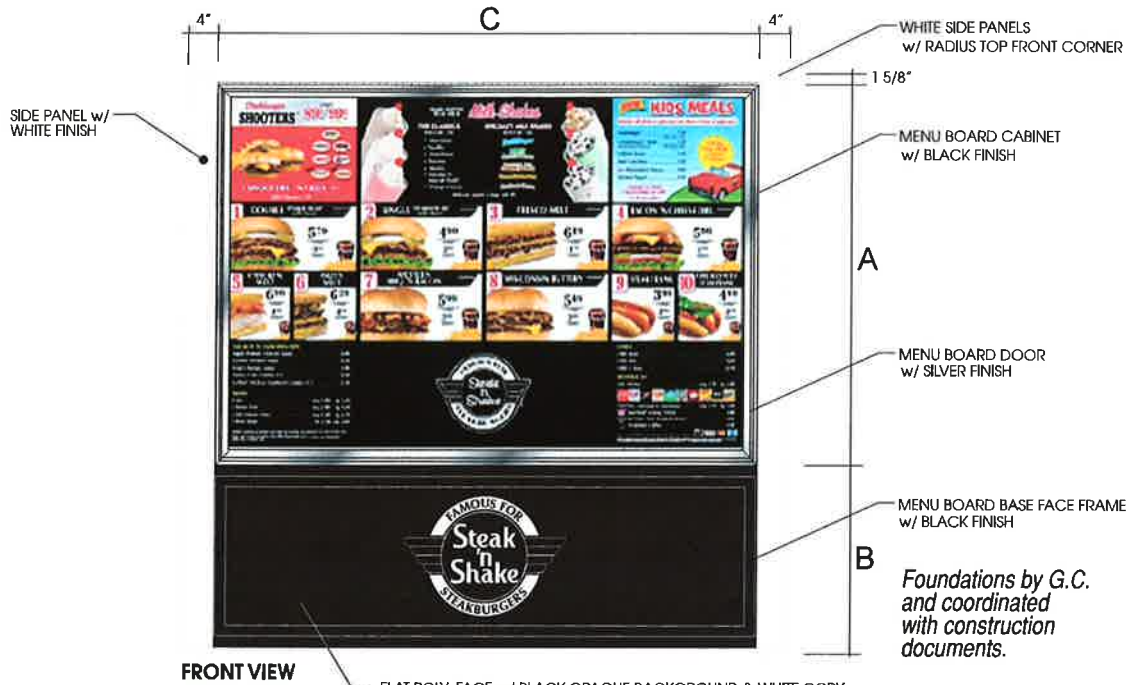
COLOR KEY

- 2** 3M 7725-12 Black Vinyl
- 4** Arlon Calon 2500-33 Red Vinyl
- 6** White Acrylic



MENUBOARD & SPEAKER POST

INSTALLED BY
SIGN COMPANY GC INSTAL

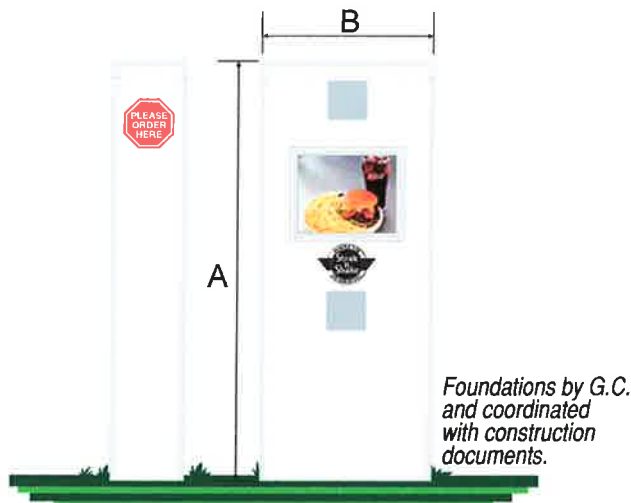


FRONT VIEW

FLAT POLY. FACE w/ BLACK OPAQUE BACKGROUND & WHITE COPY
CABINET TO BE INTERNALLY ILLUMINATED w/ H.O. FLUORESCENT LAMPS

MENUBOARD (Detail drawings & product provided by Everbrite)

Description	A	B	C	Boxed Area	Max Amps
MENUBOARD	4'-1"	2'-0"	6'-0"	7.9 sq. ft.	15



SPEAKER POST

Display & Speaker by others.

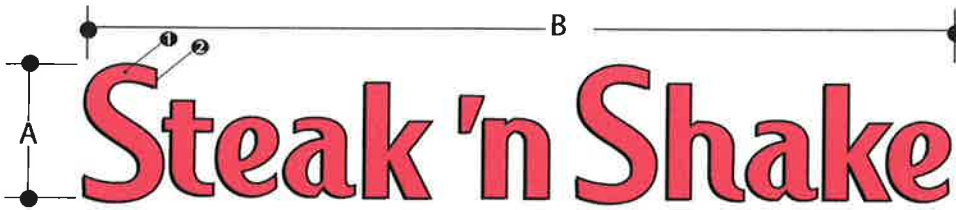
(Detail drawings & product provided by Everbrite)

Description	A	B	Boxed Area	Max Amps
Speaker Post	53"	21.37"	41.5 sq.ft.	n/a



ILLUMINATED WALL SIGNS

INSTALLED BY
SIGN COMPANY GC INST

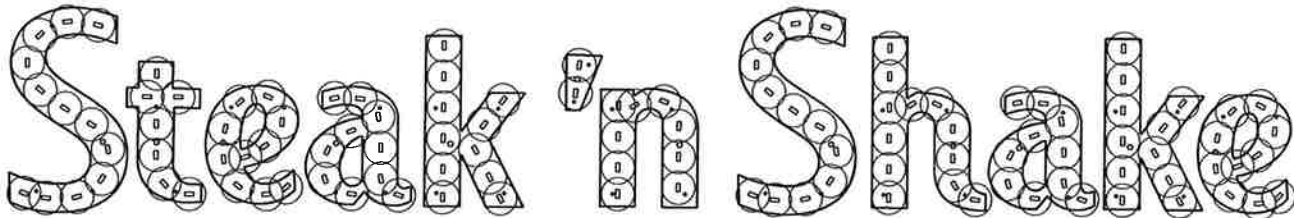
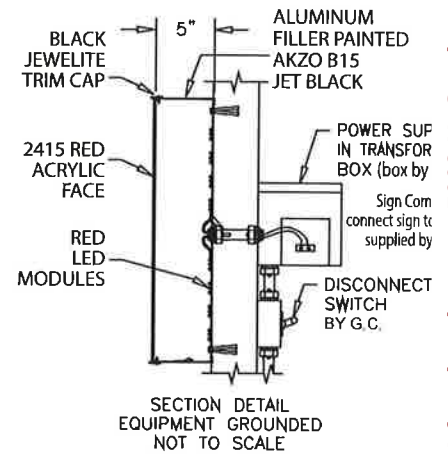


LED ILLUMINATED CHANNEL LETTER SET

2415 RED ACRYLIC FACES WITH 1" BLACK JEWELITE TRIMCAP & BLACK RETURNS.

Description	A	B	Actual Area	Boxed Area	Max Amps
*18" Channel Letter	18"	9'-4"	5.3	14 sq. ft.	.65
*24" Channel Letter	24"	12'-5 3/8"	9.8	24.8 sq. ft.	.65
36" Channel Letter (preferred size)	36"	18'-11 1/2"	21.3	56.8 sq. ft.	.65

* Pending Program Approval and Municipal Requirements - Steak 'n Shake approval required.



RED LED LAYOUT for
36" LETTER SET
(Typical)

LED MODULE	PERMLIGHT RED LED - TYPICAL												
LETTERS	S	T	E	A	K	*	N	S	H	A	K	E	
LED PER FT.	6	3.5	5	5	5.5	1	4.5	6	6	5	5.5	5	58 FEET TOTAL
POWER SUPPLIES	(1) TYPICAL 60-12D 120-277V (0.65 AMPS) 70 LED MODULES MAX												0.65 TOTAL AMPS

COLOR KEY

1 2415 RED ACRYLIC

2 AKZO B15 JET BLACK



VERTICAL LIGHT BAND

INSTALLED BY
SIGN COMPANY GC INS

VERTICAL LIGHT BAND

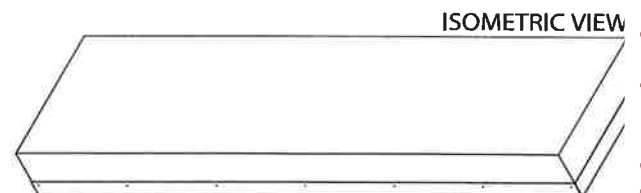
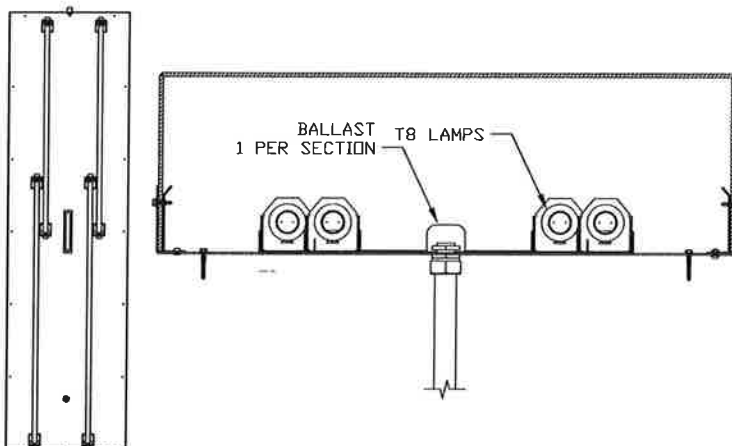
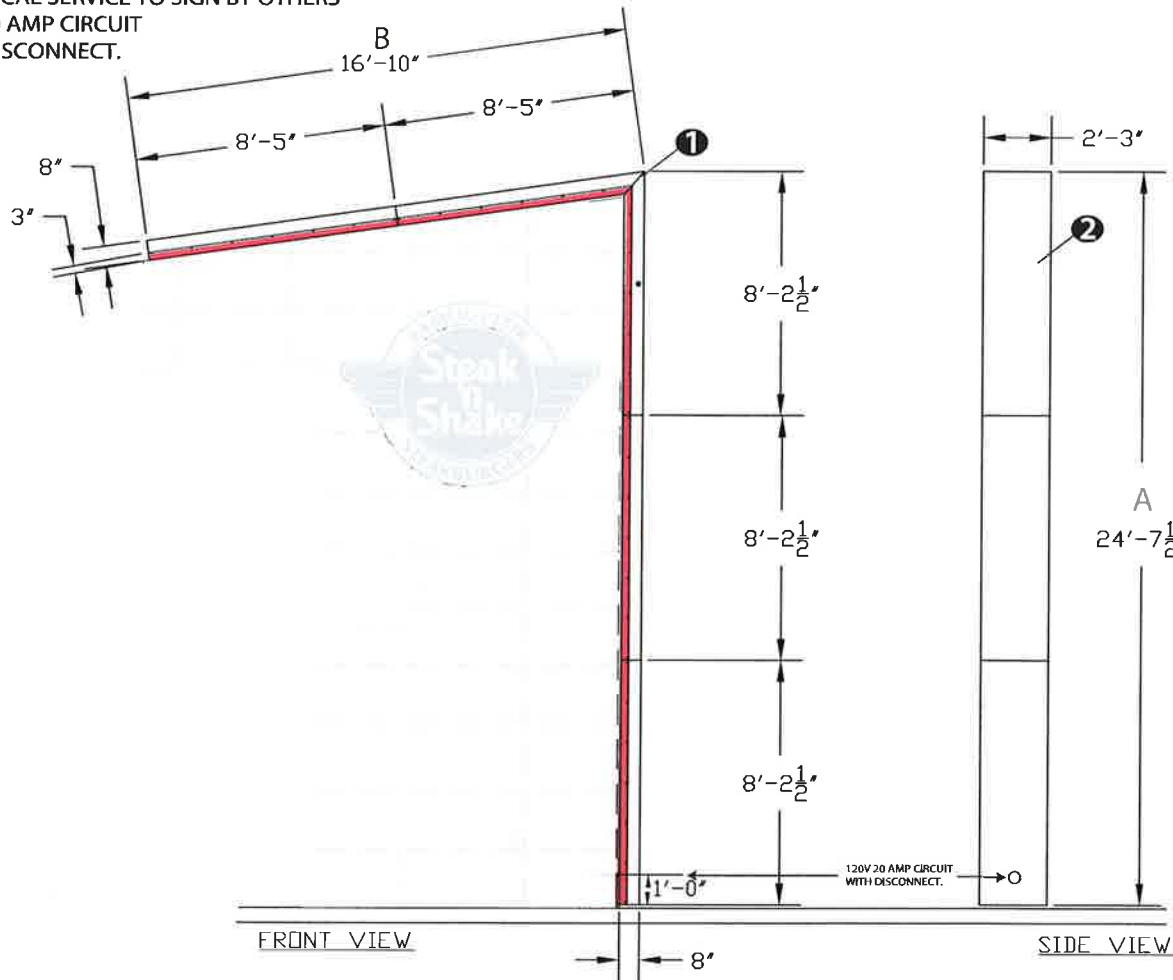
(5) INTERNALLY ILLUMINATED CABINETS MOUNTED TO THE SIDE AND TOP OF THE FRONT FIN WALL.

ALUMINUM CABINETS PAINTED TO MATCH PMS 485C.
WHITE POLYCARBONATE COVERS.

T8 FLUORESCENT ILLUMINATION.

ELECTRICAL SERVICE TO SIGN BY OTHERS -
120V 20 AMP CIRCUIT
WITH DISCONNECT.

Description	A	B	Actual Area	Boxed Area	Max Amps
Vertical Light Band	24'-7 1/2"	16'-10"	n/a	414	4.55



COLOR KEY

1 PMS 485C

2 7328 White Polycarbonate



Texarkana Water Utilities

801 Wood Street, P.O. Box 2008, Texarkana, Texas 75504

(903) 798-3800 Phone

(903) 791-0724 Fax

Memorandum

To: Shirley Jaster, Assistant City Manager/Director of Planning and Zoning, City of Texarkana, Texas

From: J.D. Phillips, P.E., Director of Engineering, TWU *ADD*

Date: June 27, 2014

Subject: *Site Plan Review - Steak 'N Shake - Lot 1, Block 1, Walsh Carter Master Tract Second*

The Utility staff has reviewed the above referenced site plan and has the following comments:

1. There is an existing eight inch (8") water main along the west/north side of North Cowhorn Creek loop Road. There is an existing eight inch water main at the southwest corner of Lot 2 of the above referenced Block 1.
2. There is an existing eight inch (8") sanitary sewer main along the south side of the above referenced Lot 1.
3. The size and location of the existing water and sanitary sewer mains have not been field verified. The developer's representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system.
4. Fire hydrants shall be located as per the requirements of the Texarkana, Texas Fire Department.

If you should have any questions or require further information, please do not hesitate to contact me.

xc: William D. King, Jr., Executive Director, TWU
Gary L. Smith, P.E., Design Engineer, TWU
David Latham, GIS Manager, TWU

sjastr385.wpd

TEX-Jaster, Shirley

From: TEX-Dooley, Kyle
Sent: Saturday, June 28, 2014 9:56 AM
To: TEX-Jaster, Shirley
Subject: Site Plan Review for Steak and Shake

Shirley,

I have reviewed the site plan and have no comments.

Thanks,

Kyle Dooley, P.E., C.F.M.
Director of Public Works
City of Texarkana, Texas
Office: (903) 798-3948
Cell: (903) 701-2218
Fax: (903) 792-6419
Email: kdooley@txkusa.org

Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

Attachment: Utility and dept. memos concerning site plan 2014-091 (1157 : Ord. No. 2014-091 Amend. to PD-14-1 for site plan app. 5002 N.

TEXARKANA TEXAS FIRE DEPARTMENT

Fire Chief Eric Schlotter

220 Texas Boulevard, Texarkana, TX 75501 • 903-798-3994 • Fax 903-793-4731



Site Plan Review

To: Shirley Jaster, Assistant City Manager

FROM: Kenneth Steele, Fire Inspector; Texarkana, Texas Fire Dept.

DATE: 01 July, 2014

SUBJECT: 5000 block of North Cowhorn Creek Loop Road- Steak 'N Shake

Ms.Jaster:

The use is an assembly (A2); a fire sprinkler system is required if the square footage exceeds 5000 or if the occupant load is 100 or more.

Address

The numeric characters of the buildings' address shall be posted of material not less than 4-inch, but shall be of sufficient size that the numbers are discernible from the street of address. If a ground sign is to be installed at the front of the property, the numeric address should be posted on it in such a manner that it can be recognized from approaching directions.

Fire Lane

Local ordinance requires that a fire lane be provided for all occupancies when all parts of the building are not within 150 feet of a public street or designated fire lane. The fire lane shall be installed in accordance with Texarkana, Texas City Ordinance # 141-2000. Minimum turning radii shall conform to an AASHTO WB-40 vehicle through said radius without infringing on areas outside the fire lane. **A fire lane is required.**

Water Supplies for Fire Protection

The International Fire Code requires an approved water supply for fire protection for structures or portions of structures constructed or moved into the jurisdiction. The fire flow requirements for those structures shall be based on the ISO Needed Fire Flow Formula. *Where a portion of the structure is more than 400 feet from a fire hydrant on a fire apparatus access or public road as measured by hose lay around the exterior of the structure, on site fire hydrants and mains*

shall be provided where required by the fire code official. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet

A 3-foot clear space shall be maintained around fire hydrants and the center of a hose outlet shall not be less than 18 inches to final grade. Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall be installed. Fire hydrants shall be installed in accordance with the Texarkana Water Utilities standards.

The closest fire hydrant is at the SW corner of the Towneplace Suites and is acceptable.

Sprinkler system monitoring and alarms

All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures, and water-flow switches on all sprinkler systems shall be electrically supervised.

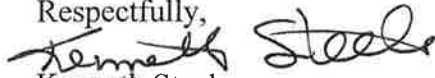
Knox Rapid Entry System

In accordance with Texarkana, Texas City Ordinance # 142-2000, the owner or occupant of any apartment complex, storage facility, residential community, or other development having gated access that may impair Fire Department emergency access shall install a keyed access system of a type approved by the Fire Official. The owner or occupant shall contact the Building and Life Safety Division at 903-798-3994 for a Knox Box order form or additional information concerning this requirement. **A Knox Box is required.**

If you have any further questions or comments concerning this project, please call me @ 903-798-3909

or e-mail me at ksteele@txkusa.org

Respectfully,



Kenneth Steele

Fire Inspector

Texarkana Texas Fire Dept.

903-798-3909

ksteele@txkusa.org

cc: file

TEX-Jaster, Shirley

From: Engelkes, Diane L. <diane.engelkes@centerpointenergy.com>
Sent: Friday, June 27, 2014 4:04 PM
To: TEX-Jaster, Shirley
Subject: RE: Texarkana - Rendering and Photo's for zoning Site plans

Shirley,
Here is a screen print of our main in that area. We are on the opposite side of the road.
Thanks and have a great weekend!
Diane ☺

Attachment: Utility and dept. memos concerning site plan 2014-091 (1157 : Ord. No. 2014-091 Amend. to PD-14-1 for site plan app. 5002 N.

City of Texarkana, Texas

Version: B

Update Date: 7/23/2014 10:52 AM

Briefing Sheet

Lead Department: Finance Department **Action Officer:** Charlie Bassett, CFO
Resolution No. 2014-092 authorizing a contract for services with Jerry V. Sparks to provide services as the Economic Developer for the City of Texarkana, Texas.

Subject: Texarkana, Texas.

Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25, 2014 **Council Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

"NOT APPLICABLE"

Executive Summary and Background Information:

The purpose of this contract is to continue an ongoing relationship with Jerry V. Sparks to function as the City's Economic Developer, performing necessary tasks to develop strategy and implement policy and plans in the areas of community development, economic development, tax base development, tax infrastructure zones/districts, and other mutually agreed upon aspects of interest to both the contractor and the City. Previous contracts were executed in 2009 and 2012 for these services.

Potential Options:

"None"

Fiscal Implications:

The amount budgeted in the Economic Development Fund for the Fiscal year 2015 budget for this purpose is \$70,000.

Staff Recommendation:

This contract is brought forward for your consideration under the City's purchasing policy that requires Council approval of expenditures over \$50,000. Staff recommends 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. Goals and Perspectives (DOCX)
- b. Economic Developer Contract for Services TXK TX FY 2015 (DOC)
- c. Jerry Sparks Resolution#092.2014 07.18.14 (DOCX)

Staff Coordination

Finance Department	Charlie Bassett	Finance Review	Completed	07/17/2014
11:25 AM				
Economic Development		Jerry Sparks	Review	Completed
07/17/2014 11:27 AM				
Public Information Officer		Lisa Thompson	PIO Review	Completed
07/17/2014 12:36 PM				
City Manager	John Whitson	City Manager Review	Completed	07/17/2014
4:04 PM				
City Council	Pam Burns	Meeting	Pending	

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

None

Resource Impact:

Staff time required if item is approved: 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:

Contract for Services

1. Names

This agreement is between City of Texarkana, Texas, a Texas municipality (Client), and Jerry V. Sparks (Contractor).

2. Services to be performed

Contractor agrees to perform the following services for Client:

Contractor agrees to perform necessary tasks to develop strategy and implement policy and plans in the areas of community development, economic development, tax base development, and other mutually agreed upon aspects of interest to both contractor and client, and to provide periodic activity reports to City Council and City Manager.

3. Time for Performance

Contractor will perform the services according to the Schedule of Work set forth in Attachment 1 attached to and made part of this Agreement.

4. Payment

Client will pay Contractor as follows: \$40 per hour.

5. Terms of Payment

Contractor shall be paid according to the Schedule of Payments set forth in Attachment 1 attached to and made part of this Agreement. Contractor will submit invoices every 30 days to Client for all services performed. Client shall pay Contractor within 10 days from the date of Contractor's invoice.

6. Limited Liability

This provision allocates the risks under this Agreement between Contractor and Client. Contractor's pricing reflects the allocation of risk and limitation of liability specified below.

Contractor's total liability to Client under this Agreement for damages, costs and expenses shall not exceed the compensation received by Contractor under this Agreement. However, Contractor shall remain liable for bodily injury or personal property damage resulting from grossly negligent or willful actions of Contractor, or Contractor's employees or agents, while on Client's premises to the extent such actions or omissions were not caused by Client.

NEITHER PARTY TO THIS AGREEMENT SHALL BE LIABLE FOR THE OTHER'S LOST PROFITS, OR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE PARTY HAS BEEN ADVISED BY THE OTHER PARTY OF THE POSSIBILITY OF SUCH DAMAGES.

7. Equipment and Supplies

Contractor, at Contractor's expense, will provide all equipment, tools and supplies necessary to perform the contractual services.

8. Expenses

Contractor will be responsible for all expenses required for the performance of the contractual services, except for the following, which will be paid for by Client:
Client will reimburse contractor for travel expenses including airfare, mileage, overnight accommodations, and meals during travel, registration charges, fees, and other expenses associated with out-of-town travel. Client will reimburse contractor for time spent in travel at the rate of \$40 per hour. Contractor shall submit an itemized statement of these expenses. Client shall pay Contractor within 30 days from the date of each statement.

9. Terminating the Agreement

This agreement will become effective when signed by both parties and will terminate on the earlier of September 30, 2015 or the date a party terminates the Agreement as provided below.

With reasonable cause, either party may terminate this Agreement effective immediately by giving written notice of termination for cause. Reasonable cause includes:

- A material violation of this Agreement, or
- Client's failure to pay Contractor's fees as provided in this agreement, where Contractor has demanded payment, in writing, and has not received payment at least 20 days after the date that such demand was sent to Client.

In addition, mutual agreement of both parties may terminate this Agreement at any time.

Contractor shall be entitled to full payment for services performed prior to the date this Agreement is terminated.

10. Independent Contractor Status

The parties intend Contractor to be an independent contractor in the performance of the services. Contractor and Client agree to the following rights consistent with an independent contractor relationship.

- Contractor will have the right to control and determine the methods and means of performing the contractual services.
- Contractor has the right to perform services for others during the term of this Agreement.
- Contractor has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Agreement.
- Client shall not require Contractor or Contractor's employees or subcontractors to devote full time to performing the services required by this Agreement.
- Neither Contractor nor Contractor's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay or other fringe

benefit plan of Client.

11. State and Federal Taxes

Client will not:

- (a) Withhold Social Security and Medicare taxes from Contractor's payments or make such tax payments on Contractor's behalf, or
- (b) Withhold state or federal income tax from Contractor's payments or make state or federal unemployment contributions on Contractor's behalf.

Contractor will pay all applicable taxes related to the performance of services under this contract. This includes income, Social Security, Medicare and self-employment taxes. Contractor will also pay any unemployment contributions related to the performance of services under this contract.

If Contractor is required to pay any federal, state or local sales, use, property or value added taxes based on the services provided under this Agreement, the taxes shall be separately billed to Client. Client shall be responsible for paying any interest or penalties incurred due to late payment or nonpayment of any taxes by Client.

12. Disputes

If a dispute arises, the parties will try in good faith to settle it through mediation conducted by a mediator to be mutually selected.

The parties will share the costs of the mediator equally. Each party will cooperate fully and fairly with the mediator and will attempt to reach a mutually satisfactory compromise to the dispute. If the dispute is not resolved within 30 days after it is referred to the mediator, either party may take the matter to court.

13. No Partnership

This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.

14. Entire Agreement

This is the entire agreement between the parties. It replaces and supersedes any and all oral agreements between the parties, as well as any prior writings.

15. Successors and Assignees

This agreement binds and benefits the heirs, successors and assignees of the parties.

16. Notices

All notices must be in writing. A notice may be delivered to a party at the address that follows a party's signature or to a new address that a party designates in writing. A notice may be delivered:

- in person
- by certified mail, or
- by overnight courier.

17. Governing Law

This agreement will be governed by and construed in accordance with the laws of the state of Texas.

18. Counterparts

This agreement may be signed by the parties in different counterparts and the signature pages combined will create a document binding on all parties.

19. Modification

This agreement may be modified only by a written agreement signed by the parties.

20. Waiver

If one party waives any term or provision of this agreement at any time, that waiver will be effective only for the specific instance and specific purpose for which the waiver was given. If either party fails to exercise or delays exercising any of its rights or remedies under this agreement, that party retains the right to enforce that term or provision at a later time.

21. Severability

If any court determines that any provision of this agreement is invalid or unenforceable, any invalidity or unenforceability will affect only that provision and will not make any other provision of this agreement invalid or unenforceable and such provision shall be modified, amended or limited only to the extent necessary to render it valid and enforceable.

CLIENT

City of Texarkana, Texas,
a Texas municipality
3rd & Texas
Texarkana, Texas 75503

Dated: _____

By: _____
John A. Whitson
City Manager

CONTRACTOR

Dated: _____

By: _____

Jerry V. Sparks
3610 Potomac Avenue
Texarkana, Texas 755033520
Taxpayer ID: 75-2880047

Attachment 1 to Contract for Services

1. Names

This attachment is made by City of Texarkana, Texas, a Texas corporation (Client), and Jerry V. Sparks (Contractor).

2. Work Schedule

Contractor agrees to perform necessary tasks to develop strategy and implement policy and plans in the areas of community development, economic development, tax base development and other mutually agreed upon aspects of interest to both contractor and client, and to provide periodic activity reports to City Council and City Manager.

3. Payment Schedule

Payment will be due and payable upon receipt of a monthly invoice for services.

CLIENT

City of Texarkana, Texas,
A Texas municipality
3rd & Texas
Texarkana, Texas 75503

Dated: _____

By: _____
John A. Whitson
City Manager

CONTRACTOR

Dated: _____

By: _____
Jerry V. Sparks
3610 Potomac Avenue
Texarkana, Texas 755033520
Taxpayer ID: 75-2880047

RESOLUTION NO. 2014-092

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS,
AUTHORIZING THE CONTRACT FOR SERVICES WITH JERRY V. SPARKS WITH
THE CITY OF TEXARKANA, TEXAS TO PROVIDE THE SERVICES AS
ECONOMIC DEVELOPER; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Texarkana, Texas requested to contract services for the development of strategy and implementation of policy and plans in the areas of community development, economic development, tax base development, tax infrastructure zones/districts, and other mutually agreed upon aspects of interest to the City; and

WHEREAS, the previous Contract for Services with Jerry V. Sparks to provide the City services as Economic Developer, will expire September 30, 2014; and

WHEREAS, the City desires to renew and extend its contract with Jerry V. Sparks to provide the City services as Economic Developer under the terms and conditions of the contract, a copy of which is attached hereto as Exhibit "A";

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

SECTION 1: That the City Manager be and is hereby authorized to execute a Contract for Services with Jerry V. Sparks to provide the City services as Economic Developer, a copy of which is attached hereto as Exhibit "A", and made a part hereof for all purposes.

SECTION 2: That the only changes to the contract terms under which the above-described services have been and will be provided to the City is to provide for a contract term beginning on October 1, 2014, and ending on September 30, 2015.

SECTION 3: That the contract under which the above-described services have been provided to the City be and is hereby ratified and approved.

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 8th day of September, 2014.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

Attachment: Jerry Sparks Resolution#092:2014 07.18.14 [Revision 1] (1159 : Resolution No. 2014-092 Economic Developer Contract)

City of Texarkana, Texas

Version: B

Update Date: 7/25/2014 10:06 AM

Briefing Sheet

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager
Subject: Resolution No. 2014-093 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Krause Service Company, LLC for HVAC repair service and preventative maintenance at various city facilities.
Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

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

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The bid opportunity was advertised on June 29th and July 6th in the Texarkana Gazette as well as emailed to an internal list of interested bidders. The contract is for one year with four each one year renewal options. There were two bids received. Bidders were Laroy Thomas, Inc. of Texarkana, Arkansas and Krause Service Company, LLC of Nash, Texas. Low number of bid responses was likely due to need for bidders experienced in chiller operations. There are currently three chillers in operation. Many HVAC vendors do not work on chillers.

The low bidder was Krause Service Company. Krause has been the city's contractor for the past five years. They are responsive to service calls, know the city's equipment and have worked with the city staff to repair and plan within the scope of our budgets. While Laroy Thomas, Inc. could handle the city's needs, Krause is by far the low bidder. Their bid price was the same as the past five years.

Potential Options:

- "None"
-

Fiscal Implications:

Funds appropriated in current building maintenance budgets

Staff Recommendation:

Parks, Recreation and Community Health Department and Purchasing and Contracts recommends award to Krause Service Company, LLC

Advisory Board/Committee Review:

Not Applicable

Board/Committee Recommendation:

Not Applicable

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

- a. Goals and Perspectives (DOCX)
- b. 2014-093 HVAC Contract (DOC)
- c. 2014-093 Bid tab.xls (PDF)

Staff Coordination

Purchasing and Contracting	Sharon Moore	Department Head Review	
Completed	07/17/2014 2:50 PM		
Finance Department	Charlie Bassett	Finance Review	Completed 07/18/2014
8:38 AM			
Public Information Officer	Lisa Thompson	PIO Review	Completed
07/18/2014 8:39 AM			
City Manager	John Whitson	City Manager Review	Completed 07/25/2014
7:43 AM			
City Council	Pam Burns	Meeting	Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

"NONE"

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

"NONE APPLICABLE"

Public Information Plan:

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

Other:

RESOLUTION NO. 2014 - 093

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A ONE (1) YEAR CONTRACT WITH FOUR (4) ADDITIONAL ONE (1) YEAR RENEWAL OPTIONS WITH KRAUSE SERVICE COMPANY, LLC FOR HVAC REPAIR SERVICE AND PREVENTATIVE MAINTENANCE AT VARIOUS CITY FACILITIES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the need for routine inspection and maintenance on existing HVAC systems in the various facilities of the City of Texarkana, Texas was established by the Building Maintenance Supervisor under the direction of the Director of Parks, Recreation and Community Health Department; and

WHEREAS, on July 15, 2014, two (2) bids were received to supply HVAC maintenance and repair services for various facilities of the City of Texarkana, Texas, and are summarized on the attached bid tab (Exhibit "A"); and

WHEREAS, funds are available in user departments' building maintenance accounts for fiscal years 2014 and 2015;

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

SECTION 1: That the responsive bidder with the lowest and best bid to supply HVAC maintenance and repair services for various facilities of the City of Texarkana, Texas for items on the attached bid tab hereto as Exhibit "A", is hereby declared to be Krause Service Company, LLC of Nash, Texas and bid is accepted.

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 11th day of August, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2014-093 HVAC Contract [Revision 1] (1155 : Res. No. 2014-093 HVAC Contract Award)

**Bid Tabulation
for**

6.6.c

HVAC Preventative Maintenance & Repair Services Contract

Item #	Description	Qty.	U/M	Krause Service Co. LLC Nash, TX		Laroy Thomas Inc. Texarkana, AR	
				Unit Price	Total	Unit Price	Total
1	Licensed HVAC Tech-Reg hours	150	HRS	\$65.00	\$9,750.00	\$85.00	\$12,750.00
2	Licensed HVAC Tech-Overtime hours	5	HRS	\$85.00	\$425.00	\$95.00	\$475.00
3	Technician Helper - Reg hours	100	HRS	\$45.00	\$4,500.00	\$20.00	\$2,000.00
4	Technician Helper - Overtime hours	5	HRS	\$65.00	\$325.00	\$25.00	\$125.00
5	Service trip charge - if waived \$0	25	EACH	\$0.00	\$0.00	\$0.00	\$0.00
6	Diagnostic charge - if waived \$0	25	EACH	\$49.00	\$1,225.00	\$0.00	\$0.00
7	Material (cost plus %) \$0-500 Enter percentage, for bidding purposes \$500 will be used	500	%	35%	\$675.00	25%	\$625.00
8	Material (cost plus %)over \$500 Enter percentage, for bidding purposes \$2000 will be used	2000	%	25%	\$2,500.00	20%	\$2,400.00
9	Preventative Maintenance, Spring & fall, Public Works & Engineering	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
10	Preventative Maintenance, Spring & fall, Fleet Services	2	EACH	\$50.00	\$100.00	\$275.00	\$550.00
11	Preventative Maintenance, Spring & fall, Street Maintenance	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
12	Preventative Maintenance, Spring & fall, Sign & Signal	2	EACH	\$100.00	\$200.00	\$275.00	\$550.00
13	Preventative Maintenance, Spring & fall, Parks Administration	2	EACH	\$100.00	\$200.00	\$225.00	\$450.00
14	Preventative Maintenance, Spring & fall, Central Fire Station #1	2	EACH	\$100.00	\$200.00	\$275.00	\$550.00
15	Preventative Maintenance, Spring & fall, Richmond Road Fire Station#3	2	EACH	\$150.00	\$300.00	\$300.00	\$600.00
16	Preventative Maintenance, Spring & fall, Summerhill Fire Station #4	2	EACH	\$75.00	\$150.00	\$225.00	\$450.00
17	Preventative Maintenance, Spring & fall, Kenwood Fire Station #5	2	EACH	\$100.00	\$200.00	\$275.00	\$550.00
18	Preventative Maintenance, Spring & fall, Lake Drive Fire Station #7	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
19	Preventative Maintenance, Spring & fall, Health Department	2	EACH	\$600.00	\$1,200.00	\$2,900.00	\$5,800.00
20	Preventative Maintenance, Spring & fall, Perot Theatre	2	EACH	\$600.00	\$1,200.00	\$1,250.00	\$2,500.00
21	Preventative Maintenance, Spring & fall, Southwest Center	2	EACH	\$250.00	\$500.00	\$1,250.00	\$2,500.00
22	Preventative Maintenance, Spring & fall, Public Library	2	EACH	\$600.00	\$1,200.00	\$1,475.00	\$2,950.00
23	Preventative Maintenance, Spring & fall, Collins Building	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
24	Preventative Maintenance, Spring & fall, Dobson Field	2	EACH	\$50.00	\$100.00	\$85.00	\$170.00
25	Preventative Maintenance, Spring & fall, Huggins Field	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
26	Preventative Maintenance, Spring & fall, Swanger Complex	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
27	Preventative Maintenance, Spring & fall, Wallace Shop	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
28	Preventative Maintenance, Spring & fall, Wallace Softball	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
29	Preventative Maintenance, Spring & fall, Wallace Soccer	2	EACH	\$50.00	\$100.00	\$225.00	\$450.00
30	Preventative Maintenance, Spring & fall, City Hall	2	EACH	\$375.00	\$750.00	\$2,900.00	\$5,800.00
31	Preventative Maintenance, Spring & fall, SOTC	2	EACH	\$150.00	\$300.00	\$275.00	\$550.00
TOTAL					\$26,900.00		\$46,395.00

Attachment: 2014-093 Bid tab.xls (1155 : Res. No. 2014-093 HVAC Contract Award)

City of Texarkana, Texas

Version: B

Update Date: 7/25/2014 7:47 AM

Briefing Sheet

Lead Department: Water Utilities **Action Officer:** Pam White,
Subject: Resolution 2014-094 authorizing the City Manager to enter into contracts for
the purchase of chemicals for water and wastewater treatment.
Briefing: 7/28/2014 **Public Hearing:** 8/11/2014 **Second Briefing:** August 25,
2014 **Council Vote:** 9/8/2014

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

NOT APPLICABLE

Executive Summary and Background Information:

Bids were advertised and thirteen chemicals specification packages were mailed to perspective bidders in June. Bids were received and opened at 2:00 PM, July 8, 2014, on the following chemicals required for water and wastewater treatment for FY 2014-2015: Anhydrous Ammonia, Hydrated Lime and Aluminum Sulfate for water treatment. Sulphur Dioxide, HTH (100# containers) and Liquid Caustic Soda (drums) for wastewater treatment. Liquid Caustic Soda (bulk) and Liquid Chlorine for water and wastewater treatment. Prices fell moderately on four of the chemicals used in highest quantity for Texarkana's water and wastewater treatment, specifically Sulphur Dioxide, Aluminum Sulfate, Caustic Soda and Liquid Chlorine which will result is a decrease in unit cost/thousand gallons treated in water and wastewater. See Exhibit "A" for a comparison of current chemical costs and bids for FY 2014-2015 chemical costs.

Potential Options:

- NONE
-

Fiscal Implications:

Recommendations are for the low bid price per unit, from the listed vendors as show on the bid tabulation sheet – Exhibit "A", in an aggregate amount not to exceed the amount budgeted in the Texarkana Water Utilities, Departments 410, 420, 490, 520, 530 and 540 Operating Fund Budgets for FY 2014-2015.

Staff Recommendation:

Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals and Perspectives (DOCX)
- b. Res. No. 2014-094 Chemical Bids (DOC)
- c. Chemical Bid Tab Exhibit A.xlsx (PDF)

Staff Coordination

Water Utilities	Bill King 07/17/2014 2:08 PM	Department Head Review	Completed	
TWU Finance 2:18 PM	Jim Cornelius	TWU Finance Review	Completed	07/17/2014
Finance Department 8:43 AM	Charlie Bassett	Finance Review	Completed	07/18/2014
Public Information Officer		Lisa Thompson	PIO Review	Completed
	07/18/2014 8:44 AM			
City Manager 7:48 AM	John Whitson	City Manager Review	Completed	07/25/2014
City Council	Pam Burns	Meeting	Pending	

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:

Select One By Clicking Here

Other Potential Impacts:

NONE

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. 2014 -094

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ACCEPTING BIDS AND AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS WITH TANNER INDUSTRIES, INC FOR ANHYDROUS AMMONIA, DPC INDUSTRIES, INC. FOR SULPHUR DIOXIDE, CAUSTIC SODA (DRUMS) AND LIQUID CHLORINE, AFFINITY CHEMICAL, LLC FOR ALUMINUM SULFATE, HARCROS CHEMICALS, INC. FOR HTH AND CAUSTIC SODA (BULK) AND U.S. LIME COMPANY FOR HYDRATED LIME FOR THE PURCHASE OF CHEMICALS FOR WATER AND WASTEWATER TREATMENT FOR THE TEXARKANA, TEXAS WATER AND SEWER OPERATIONS FOR FY 2014-2015; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Texarkana Water Utilities has certain chemical requirements for proper treatment of water and wastewater, and

WHEREAS, bids have been advertised and tabulated for these chemicals, and

WHEREAS, Utility staff has recommended the lowest bid received and anticipate funds to be available in the FY 2014-2015 budget.

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

SECTION 1: That the lowest and best bid received for Anhydrous Ammonia, a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from Tanner Industries, Inc. at \$0.81 per pound described in attached Exhibit "A", be and is hereby accepted.

SECTION 2: That the City Manager is hereby authorized to enter into a contract with Tanner Industries, Inc. for the purchase of Anhydrous Ammonia for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 3: That the lowest and best bid received for Sulphur Dioxide, a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from DPC Industries, Inc. at \$663.00 per ton described in attached Exhibit "A", be and is hereby accepted.

SECTION 4: That the City Manager is hereby authorized to enter into a contract with DPC Industries, Inc. for the purchase of Sulphur Dioxide for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 5: That the lowest and best bid received for Aluminum Sulfate, a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from Affinity Chemical, LLC at \$184.80 per dry ton described in attached Exhibit "A", be and is hereby accepted.

SECTION 6: That the City Manager is hereby authorized to enter into a contract with Affinity Chemical, Inc. for the purchase of Aluminum Sulfate for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 7: That the lowest and best bid received for HTH (100# Containers), a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from Harcos Chemicals, Inc. at \$1.45 per pound described in attached Exhibit "A", be and is hereby accepted.

SECTION 8: That the City Manager is hereby authorized to enter into a contract with Harcos Chemicals, Inc. for the purchase of HTH (100# Containers) for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 9: That the lowest and best bid received for Caustic Soda (Bulk), a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from Harcos Chemicals, Inc. at \$0.15325 per pound described in attached Exhibit "A", be and is hereby accepted.

SECTION 10: That the City Manager is hereby authorized to enter into a contract with Harcos Chemicals, Inc. for the purchase of Caustic Soda (Bulk) for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 11: That the lowest and best bid received for Caustic Soda (Drums), a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from DPC Industries, Inc. at \$0.66 per pound described in attached Exhibit "A", be and is hereby accepted.

SECTION 12: That the City Manager is hereby authorized to enter into a contract with DPC Industries, Inc. for the purchase of Caustic Soda (Drums) for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 13: That the lowest and best bid received for Liquid Chlorine, a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from DPC Industries, Inc. at \$397.40 per ton described in attached Exhibit "A", be and is hereby accepted.

SECTION 14: That the City Manager is hereby authorized to enter into a contract with DPC Industries, Inc. for the purchase of Liquid Chlorine for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 15: That the lowest and best bid received for Hydrated Lime, a chemical for the Texarkana, Texas Water and Sewer Operations for FY 2014-2015, was received from U.S. Lime Company at \$167.12 per ton described in attached Exhibit "A", be and is hereby accepted.

SECTION 16: That the City Manager is hereby authorized to enter into a contract with U.S. Lime Company for the purchase of Hydrated Lime for Texarkana, Texas Water and Sewer Operations for the period FY 2014-2015.

SECTION 17: 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 8th day of September, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

TABULATION OF BIDS
2015 CHEMICAL BIDS
JULY 8, 2014

Exhibit "A"

CHEMICAL PURCHASES PROJECTED FOR THE PERIOD OCTOBER 1, 2014 - SEPTEMBER 30, 2015

CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Anhydrous Ammonia	Tanner Industries, Inc. 735 Davisville Rd Southampton, PA 18966	\$0.81 cost per pound	\$0.79 cost per pound	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Sulphur Dioxide	DPC Industries, Inc. 15838 Brittain Ct. Lindale, TX 75771	\$663.00 cost per ton	\$674.00 cost per ton	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Aluminum Sulfate	Affinity Chemical, LLC. 82 Crenshaw Drive Flanders, NJ 07836	\$184.80 cost per dry ton	\$224.00 cost per dry ton	1	1	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
HTH (100# Containers)	Harcros Chemicals, Inc. 1011 Jack Wells Blvd. Shreveport, LA 71107	\$1.45 cost per pound	\$1.45 cost per pound	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Caustic Soda (Bulk) Liquid Weight	Harcros Chemicals, Inc. 1011 Jack Wells Blvd. Shreveport, LA 71107	0.15325 cost per pound	0.29090 cost per pound	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Caustic Soda (Drums) Liquid Weight	DPC Industries, Inc. 15838 Brittain Ct. Lindale, TX 75771	0.66 cost per pound	0.45 cost per pound	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Liquid Chlorine	DPC Industries, Inc. 15838 Brittain Ct. Lindale, TX 75771	\$397.40 cost per ton	\$599.00 cost per ton	1	0	13
CHEMICAL	COMPANY	BID FY 2015	COST FY 2014	BIDS RECEIVED	REPS. PRESENT	BIDS MAILED
Hydrated Lime	U.S. Lime Company 5429 LBJ Freeway Suite 230 Dallas, TX 75240	\$167.12 cost per ton	\$162.25 cost per ton	2 *	0	13

* The Arkansas Lime Co submitted the second and higher bid for Hydrated Lime at \$173.04 per ton

Attachment: Chemical Bid Tab Exhibit A.xlsx (1160 : Resolution 2014-94 Chemicals for Water and Wastewater Treatment)

City of Texarkana, Texas

Version: C

Update Date: 7/18/2014 11:30 AM

Briefing Sheet

Lead Department: Police **Action Officer:** Michael Henry, Captain
Ordinance No. 2014-095 amending Chapter 33 "Towing Services and Vehicle
Impounds" of the Code of Ordinances of the City of Texarkana, Texas by
Subject: adding Paragraph "d" to Section 33-5 "Police Initiated Tow".
Public **Second** August 25, **Council**
Briefing: 7/28/2014 **Hearing:** 8/11/2014 **Briefing:** 2014 **Vote:** 9/8/2014

Item Schedule

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

Updates/History of Briefing:

"NOT APPLICABLE"

Executive Summary and Background Information:

Texas Law requires that people who drive in Texas pay for the crashes they may cause by maintaining financial responsibility for the vehicles they operate. Most drivers fulfill that requirement by purchasing liability insurance. Recent statistics show that over fourteen percent of the vehicles registered in Bowie County are not properly insured. The Police Department in recent years has averaged issuing seven citations per day to uninsured drivers. Uninsured motorists who are at fault in motor vehicle crashes cause undue financial hardship on law abiding citizens. This hardship is felt even more by those lower income families who may have their only means of transportation disabled by another driver who failed to acquire the mandated insurance. Impounding the vehicles of drivers who have been stopped for other violations will help reduce the threat of a law abiding citizen becoming the victim of an uninsured driver. Ordinances of this type have been used in other Texas cities over the last few years and have had a positive impact on the motoring public.

Potential Options:

- "None"
-

Fiscal Implications:

Towing uninsured vehicles will create an additional demand on Police Department resources, but it is believed the benefit to our citizens will be worth it. The additional workload is not expected to create any significant fiscal implications.

Staff Recommendation:

The Police Department recommends approval of the Ordinance to allow the impoundment of uninsured vehicles.

Advisory Board/Committee Review:

NONE

City of Texarkana, Texas

Board/Committee Recommendation:

NONE

Advisory Board/Committee Meeting Date and Minutes:

"NOT APPLICABLE"

Attachments

- a. Goals and Perspectives (DOCX)
- b. Ordinance 2014-095 Impounding Uninsured Vehicles (DOCX)

Staff Coordination

Police	Michael Henry	Department Head Review	Completed	
	07/17/2014 3:04 PM			
Police	Dan Shiner	Review	Completed	07/17/2014
3:39 PM				
Public Information Officer		Lisa Thompson	PIO Review	Completed
	07/17/2014 3:46 PM			
City Manager	John Whitson	City Manager Review	Completed	07/17/2014
4:05 PM				
City Council	Pam Burns	Meeting	Pending	

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:

Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

ORDINANCE NO. 2014-095

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING CHAPTER 33 “TOWING SERVICES AND VEHICLE IMPOUNDS” OF THE CODE OF ORDINANCES OF THE CITY OF TEXARKANA, TEXAS BY ADDING PARAGRAPH “D” TO SECTION 33-5 “POLICE INITIATED TOW”; PROVIDING FOR A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Texas law requires people who drive in Texas to pay for the crashes they cause; and

WHEREAS, state law requires drivers to maintain financial responsibility for the vehicles they operate, and most drivers fulfill that requirement by purchasing liability insurance; and

WHEREAS, uninsured motorists who are at fault in motor vehicle crashes cause undue financial hardship on law abiding citizens; and

WHEREAS, the most recent statistics show that over 14 percent of the vehicles operated in Bowie County, Texas are uninsured; and

WHEREAS, the Police Department averages issuing seven citations per day to uninsured motorists in the City; and

WHEREAS, it is the intention of the City Council to decrease the number of uninsured motorists on the roadways of Texarkana, Texas by authorizing the Police Department to impound uninsured vehicles; and

WHEREAS, the City Council has determined that it is in the best interest of the health, safety, and welfare of the citizens of Texarkana, Texas that law enforcement personnel have lawful authority to impound vehicles when it has been determined that the owner/operator of said vehicles fail to show proof of maintaining the minimum liability insurance as required by state law;

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

SECTION 1: That Chapter 33 “TOWING SERVICES AND VEHICLE IMPOUNDS” of the Code of Ordinances of the City of Texarkana, Texas, be and is hereby amended by adding the following paragraph to Section 33-5 “Police Initiated Tow”:

- (d) When a police officer stops a vehicle for an alleged violation of a City Ordinance or State traffic law or other law applicable to the operation of a vehicle on the roadway and the vehicle’s owner or operator fails**

to show evidence of financial responsibility as required under Chapter 601 of the Texas Transportation Code as amended, the officer is authorized to impound the vehicle using the towing service company under contract with the city.

SECTION 2: That in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a Court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 3: That all Ordinances or parts of Ordinances in conflict herewith are specifically repealed to the extent of such conflict.

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

PASSED AND APPROVED in Regular Council Session on this the 8th day of September, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Version: I

Update Date: 7/25/2014 10:46 AM

Briefing Sheet

Lead Department: Finance Department **Action Officer:** Charlie Bassett, CFO
Ordinance No. 2014-096 amending the fiscal year September 30, 2014 Revised Budgets for the 2003, 2005, and 2009 Bond Funds to allow for the awarded contract amount and additional non-contract expenditures related to the University Avenue-Phase IV project, amending the General Fund budget to appropriate additional funds for demolition projects, and amending several non-general fund revised budgets to appropriate additional expenditures required by changes in circumstances since the original adoption of the fiscal year 2014 budget.

Subject: budget.

Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

In its meeting on May 27, 2014, the Council accepted a bid and authorized the City Manager to enter into a contract for the construction of Phase IV TAMU East Approach. The contract amount was \$2,325,595, with \$2,060,707.35 to be paid by the City and \$264,887.65 to be paid by TWU. In addition, in its meeting on July 14, 2014, the Council authorized the payment of an invoice from Southwest Electric Cooperative Corporation in the amount of \$82,240.11, to pay for the relocation of overhead electric lines for the same project. Total expected City expenditures are \$2,142,947.46. When the original bond fund budgets were prepared for fiscal year 2014, expenditures for this project were appropriated in three (3) bond funds and split between the fiscal year 2014 and fiscal year 2015 budgets in the years funds were expected to be expended. However, in order to issue a purchase order for the accepted contract amount, and another purchase order for the relocation of electric lines, it is necessary to amend the fiscal year 2014 budget to appropriate more available bond funds in the current year budget. Worksheets are attached showing the requested amended budget amounts for both fiscal years, and also showing the changes from the original 2014 budget and the proposed 2015 budget.

The second requested budget amendment is to add \$84,077 to the budget for Planning and Community Development (Department # 2001). The Budget for Fiscal year 2013 appropriated \$200,000 for demolition of condemned structures. A total of \$115,923 was spent in that year, leaving an unspent balance of \$84,077 that should have been rolled over to the fiscal year 2014 budget. That appropriation was inadvertently omitted in the budget approval process, so this request is brought forward to correct that omission.

City of Texarkana, Texas

Requests 3 – 11 on the attached worksheet are all related to non-general City funds, and are due to various circumstances that changed between the date the FY 2014 budget was adopted and the present date. Some are partially or completely offset by associated increases in revenue, while others require some use of fund balance in the particular fund. Explanations are provided for each requested amendment.

Potential Options:

- Approve requests to allow expenditures on a previously approved contract, and to correct a prior omission, which will allow continued demolition expenditures, and to allow needed expenditures in various non-general funds.
- Deny requests, which will limit current year expenditures to amounts originally appropriated.

Fiscal Implications:

Bond Funds as originally budgeted for the 2014 fiscal year total \$1, 243, 448, which is less than the amount required to establish a purchase order for the total contract and non-contract expenditures that have been authorized for the Phase IV TAMU East Approach project. Approval of the budget amendment will allow appropriation of a total of \$2,142,947.46, which covers all expected costs of this project.

No current year funds are appropriated for demolition. Approval of this request will allow demolition work to continue until an additional \$84,077 is expended in the current budget cycle.

Approval of the non-general fund requests will allow for various expenditures that were not anticipated in the original budget. These requests are either covered by additional revenue, or by appropriation of fund balance in the particular fund.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals and Perspectives (DOCX)
- b. Budget Comparison Worksheet For Ord No 2014 096 07.24.14.xlsx (PDF)
- c. Budget Amendment Request for FY 14 07.24.14.xlsx (PDF)
- d. Ord No 2014 096 Budget Amendment No 2 07 24 14 (DOCX)
- e. Budget Analysis 13 and 14 as of 201409 (PDF)

Staff Coordination

Finance Department	Charlie Bassett	Finance Review	Completed	07/24/2014
4:03 PM				

City of Texarkana, Texas

Public Information Officer	Lisa Thompson	PIO Review	Completed
	07/24/2014 4:46 PM		
City Manager	John Whitson	City Manager Review	Completed
8:03 AM			07/25/2014
City Council	Pam Burns	Meeting	Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:

Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas
Budget Comparison Worksheet

Acct #	Acct Name	Original Adopted 13-14	Amended Revised 13-14	Amount of Amendment	Amendment #	
<u>2003 Bond Fund (415):</u>						
57059	University Avenue Phase IV	\$ 15,000	\$ 177,594	\$ 162,594	1	
<u>2005 Bond Fund (417):</u>						
57059	University Avenue Phase IV	\$ 228,448	\$ 551,862	\$ 323,414	1	
<u>2009 Bond Fund (420):</u>						
57059	University Avenue Phase IV	\$ 1,000,000	\$ 1,659,606	\$ 659,606	1	
57071	Bringle North Park	\$ 2,400,000	\$ 2,280,268	\$ (119,732)	1	
<u>General Fund (101):</u>						
<u>Planning and Community Development (2001):</u>						
54522	Demolition	\$ -	\$ 84,077	\$ 84,077	2	
<u>Court Technology Fund (114):</u>						
53400	Computer Hard & Software	\$ 1,100	\$ 1,132	\$ 32	3	
55707	Computer Hard & Software	\$ 15,000	\$ 15,510	\$ 510		
Fund Total		\$ 16,100	\$ 16,642	\$ 542		
<u>City Technology Fund (115):</u>						
50200	Lease Purchase Interest Expense	\$ 1,897	\$ 2,738	\$ 841	4	
52213	Computer Supplies	\$ 2,337	\$ 2,000	\$ (337)		
52226	Operating Lease	\$ -	\$ 43,006	\$ 43,006		
55707	Computer Hard & Software	\$ 49,163	\$ 63,800	\$ 14,637		
55820	Capital Lease	\$ 79,354	\$ 37,770	\$ (41,584)		
Fund Total		\$ 132,751	\$ 149,314	\$ 16,563		
<u>CDBG Revolving Loan Fund (203):</u>						
Revenue:						
40016	Contribution From US Govt	\$ -	\$ 100,000	\$ 100,000	5	
Expenditures:						
54504	Special Services	\$ -	\$ 100,000	\$ 100,000		
Fund Total		\$ -	\$ -	\$ -		
<u>EPA Job Training Grant Fund (206):</u>						
Beginning Fund Balance		\$ -	\$ (65,359)	\$ (65,359)	6	
Revenue:						
40016	Contribution From US Govt	\$ -	\$ 90,559	\$ 90,559		
Expenditures:						
51103	Maintenance Operations	\$ -	\$ 1,200	\$ 1,200		
54504	Special Services	\$ -	\$ 24,000	\$ 24,000		
Fund Total		\$ -	\$ 65,359	\$ -		
<u>Hotel Occupancy Tax Fund (212):</u>						
Beginning Fund Balance		\$ 170,623	\$ 213,627	\$ 43,004		

Revenue:

41000 Interest Revenue	\$ 2,400	\$ 1,600	\$ (800)
46237 Convention Center Revenue	\$ 424,000	\$ 348,000	\$ (76,000)
46238 Hotel/Motel Taxes	\$ 727,000	\$ 870,000	\$ 143,000
Change in Revenue	\$ 1,153,400	\$ 1,219,600	\$ 66,200

Expenditures:

50009 Transfer to General Fund	\$ 136,620	\$ 80,250	\$ (56,370)
50054 Transfer to Conv Center	\$ -	\$ (28)	\$ (28)
54518 Conv Center Management	\$ 125,000	\$ 235,000	\$ 110,000
54525 Advertising	\$ 137,204	\$ 137,205	\$ 1
54541 Administrative Fee	\$ -	\$ (375)	\$ (375)
Change in Expenditures	\$ 398,824	\$ 452,052	\$ 53,228
Net Change in Fund Balance	\$ 754,576	\$ 767,548	\$ 12,972

7

Law Enforcement Program Fund (219):

Revenue:

40001 Contributions From State	\$ -	\$ 7,605	\$ 7,605
41000 Interest Revenue	\$ 45	\$ 35	\$ (10)
Change in Revenue	\$ 45	\$ 7,640	\$ 7,595

Expenditures:

54506 Travel	\$ -	\$ 4,300	\$ 4,300
Change In Expenditures	\$ -	\$ 4,300	\$ 4,300
Net Change in Fund Balance	\$ 45	\$ 3,340	\$ 3,295

8

Economic Development Fund (223):

Revenue:

40031 Contributions From Others	\$ 1,000	\$ -	\$ (1,000)
41000 Interest Revenue	\$ 8,500	\$ 5,475	\$ (3,025)
46011 Electric-Swepco	\$ 261,000	\$ 281,000	\$ 20,000
46012 Gas Franchise	\$ 91,000	\$ 100,000	\$ 9,000
Change in Revenue	\$ 361,500	\$ 386,475	\$ 24,975

Expenditures:

50009 Transfer To General Fund	\$ 166,692	\$ -	\$ (166,692)
54679 Econ Incentive Payments	\$ 100,000	\$ 229,754	\$ 129,754
Change In Expenditures	\$ 266,692	\$ 229,754	\$ (36,938)
Net Change in Fund Balance	\$ 94,808	\$ 156,721	\$ 61,913

9

Employee Benefits Fund (701/702):

Revenue:

40006 Employer Contributions	\$ 2,400,000	\$ 2,594,000	\$ 194,000
40018 Water Company Contributions	\$ 990,000	\$ 1,441,000	\$ 451,000
40020 Perot Theatre Contributions	\$ 87,000	\$ 87,500	\$ 500
40023 Airport Auth Contributions	\$ 58,000	\$ 69,000	\$ 11,000
40025 Employee Cont/Flex	\$ 400	\$ -	\$ (400)
40027 Emp Cont Flex/Water Co	\$ 325,000	\$ -	\$ (325,000)
40029 Refund of Contributions	\$ 40,000	\$ 75,000	\$ 35,000
40030 Cobra Premiums	\$ 20,000	\$ 29,500	\$ 9,500
40035 MSFCU Contributions	\$ 9,500	\$ 11,700	\$ 2,200
40040 Stop Loss Reimbursements	\$ -	\$ 28,080	\$ 28,080

40080 TXK Symphony Contributions	\$	12,000	\$	11,000	\$	(1,000)
41000 Interest Revenue	\$	4,500	\$	8,100	\$	3,600
Change in Revenue	\$	3,946,400	\$	4,354,880	\$	408,480
Expenditures:						
50001 Expend/Employee Claims	\$	2,650,000	\$	3,830,000	\$	1,180,000
50014 Expenditures/Group Life	\$	490,068	\$	189,000	\$	(301,068)
50031 Stop Loss/Admin Costs	\$	578,932	\$	594,500	\$	15,568
50058 Vision Premiums	\$	66,000	\$	62,000	\$	(4,000)
51151 Extended Sick leave	\$	50,000	\$	-	\$	(50,000)
54525 Bank Service Charges	\$	100	\$	-	\$	(100)
Change in Expenditures	\$	3,835,100	\$	4,675,500	\$	840,400
Change in Fund Balance	\$	111,300	\$	(320,620)	\$	(431,920)

10

Firemen's Fund (801):

Revenue:						
40006 Employer Contributions	\$	755,000	\$	778,000	\$	23,000
40007 Employee Contributions	\$	521,000	\$	539,000	\$	18,000
41000 Interest Revenue	\$	500	\$	775	\$	275
41002 Dividend Revenue	\$	305,000	\$	408,000	\$	103,000
41006 Int Earned/ Govt Security	\$	320,000	\$	350,000	\$	30,000
41008 Gain/Loss Market Value	\$	2,000,000	\$	2,337,500	\$	337,500
Change in Revenue	\$	3,901,500	\$	4,413,275	\$	511,775
Expenditures:						
50010 Retirement Pensions	\$	1,925,000	\$	1,882,600	\$	(42,400)
50012 Bond Interest Expense	\$	-	\$	4,548	\$	4,548
50019 Agent Fees	\$	170,000	\$	230,000	\$	60,000
50021 Widows Benefits	\$	216,000	\$	245,500	\$	29,500
50051 QDRO Pensions	\$	8,100	\$	8,072	\$	(28)
54503 Insurance & Bond	\$	6,200	\$	5,328	\$	(872)
54504 Special Services	\$	14,000	\$	15,000	\$	1,000
54506 Travel	\$	5,000	\$	10,000	\$	5,000
Change in Expenditures	\$	2,344,300	\$	2,401,048	\$	56,748
Change in Fund Balance	\$	1,557,200	\$	2,012,227	\$	455,027

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City of Texarkana, Texas
 Budget Amendments Requested
 to Adopted Budget for FYE 09/30/2014

1) The following changes are requested to appropriate additional FY 2014 bond funds to cover the contract amount awarded for the University Avenue-Phase IV project and one non-contract expenditure not previously budgeted. Except for one line-item request discussed below, all changes involve moving proposed FY 2015 project budget amounts to FY 2014, so the budgets will cover purchase orders in FY 2014:

Budget				Revised	Proposed
	Fund	GL		13-14	14-15
Bond Fund	#	#	Project		
			University Ave-		
2003	415	57059	Phase IV	\$ 177,594	\$ 500
			University Ave-		
2005	417	57059	Phase IV	\$ 551,862	\$ 1,000
			University Ave-		
2009	420	57059	Phase IV	\$ 1,659,606	\$ 3,500 *
			Bringle Park		
2009	420	57071	North	\$ 2,280,268	\$ - *

*These two budget lines include a budget line-item adjustment from Bringle Park North project (57071) to University-Phase IV (57059), in the amount of \$119,732.

2) In the budget year ended 09/30/2013, the Council appropriated \$200,000 for demolition. At the end of that fiscal year, actual funds spent were \$115,923, leaving an appropriated balance that expired at the end of that year of \$84,077. The purpose of this request is to restore the \$84,077 as an additional appropriation in the fiscal year 2014 budget to provide funds for demolition projects up to the amount originally appropriated.

3) The revised budget for FY 2014 for the Court Technology Fund (114) is projected to be larger than the original budget by \$542, due to computer hardware & software needs in excess of original projections. This change affects line items 53400 and 55707.

4) The revised budget for the City's Technology Fund (115) is budgeted to increase by \$16,563 over the original FY 2014 budget, due to implementation of a new computer lease agreement for replacement of older computers and other older equipment in various City departments.

5) In the City's CDBG Revolving Loan Fund(203), no loans were expected to be made when the original budget was adopted. Since that adoption, a project has begun in the downtown area that is qualified to receive a loan under this program. Accordingly, revenue and expenditure budgets have been amended to allow the City to provide a loan under this grant funded program. The revenue and expenditure totals are expected to be \$100,000 in FY 2014.

6) In the City's EPA Job Training Grant Fund (206), no revenue or expense was expected on the date of original adoption. However, in the ensuing months the awarding agency extended the grant term and awarded additional funds. Accordingly, a budget appropriation is needed for expenditures already incurred or expected to be spent from these additional grant funds in FY 2014.

7) Both revenue and expenditures are expected to increase in the Hotel Occupancy Tax Fund (212) from the adopted budget. Revenue from adopted to revised budget for FY 2014 is projected to increase by \$66,200, but the increase is expected to be more than offset by payments required under the city's management agreement for the Convention Center. Projected expenditure increase is \$53,228.

8) The original FY 2014 budget did not appropriate expenditures from the City's Law Enforcement Program Fund (219). However, since adoption of the budget, the City was awarded a grant of \$7,605, and the Police Department is requesting to appropriate travel expenditures in the amount of \$4,300 that are qualified expenditures under this grant.

9) Additional expenditures of \$129,754 are expected in the Economic Development Fund (223), due to a larger than expected incentive payment on the agreement with Harte Hanks. Although overall expenditures in this fund are not expected to increase over the original amount adopted for FY 2014, the budget for this line item(54679) needs to be increased. This increase is offset by a FY 2014 reduction in the local match required on the Downtown Enhancement Grant project, which was moved to the FY 2015 budget.

10) The Employee Benefits Fund (701/702) is projected in the Revised 2014 budget to receive \$408,480 additional contributions revenue than was originally budgeted. Claims, administration and other operational costs are now expected to increase by \$840,400 over the original budget, requiring a requested amendment.

11) Expenditures in the Firemen's Fund (801) are now expected to exceed the original adopted budget by \$56,748, requiring an additional appropriation request. However, the increase in cost is expected to be more than offset by increased projected revenues of \$511,775.00 .

ORDINANCE NO. 2014-096

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE BUDGET ESTIMATE OF THE REVENUES AND EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2014; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith TO THE EXTENT OF SUCH CONFLICT; CONTAINING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2013, and ending September 30, 2014, be amended to reflect additional revenue received and expenditures appropriated as a result of the following items:

1. Increase appropriations in three (3) Bond Funds to fund the awarded construction contract amount and additional non-contract expenditures previously approved by the City Council for the University Avenue Phase IV project.
2. Increase appropriations in the General Fund to restore unspent demolition funds from the City Council's original appropriation in the City's fiscal year 2013 budget which was inadvertently omitted from the original fiscal year 2014 budget.
3. Increase appropriations in the Court Technology Fund for additional computer hardware and software needs that were not anticipated in the original budget.
4. Increase appropriations in the City's Technology Fund for additional computer hardware and software needs that were not anticipated in the original budget.
5. Increase appropriations in the CDBG Revolving Loan Fund to provide funding for a program qualified loan that was not anticipated in the original budget. The increase in appropriations is offset by the addition of revenues not previously budgeted.
6. Increase appropriations and revenues in the EPA Job Training Grant Fund, as a result of an extension in the grant period and the award of additional funding.
7. Increase appropriations in the Hotel Occupancy Tax Fund to fund larger than anticipated required payments under the City's management agreement for the Convention Center. Anticipated revenue increases are expected to partially offset the increase in expenditures.
8. Increase appropriations in the Law Enforcement Grant Program Fund, due to a new grant award received after the original budget was adopted.
9. Increase appropriations in the Economic Development Fund, due to a larger than anticipated required payment under the City's incentive agreement with Harte-Hanks, Inc.
10. Increase appropriations in the Employee Benefits Fund to fund larger claims costs and increases in other operational expenditures that will be larger than anticipated in the original budget. Anticipated revenue increases are expected to partially offset the increase in expenditures.
11. Increase appropriations in the Firemen's Pension Fund to fund operational expenditures that will be larger than allowed for in the original budget. Additional revenues are expected to fully offset the increase in expenditures.

SECTION 2: That a copy of said amended final adopted budget shall be filed with the City Secretary, the Texarkana Public Library, and placed on the City's website.

SECTION 3: 2003 BOND FUND

AUTHORIZED EXPENDITURES \$628,675

SECTION 4: 2005 BOND FUND

AUTHORIZED EXPENDITURES \$742,815

SECTION 5: 2009 BOND FUND

AUTHORIZED EXPENDITURES \$8,235,343

SECTION 6: GENERAL FUND

ANTICIPATED REVENUES/TRANSFERS IN

General Property Taxes	\$10,351,334
Taxes – Other	14,615,500
Franchise Taxes	1,646,650
Fees and Permits	181,580
Charges for Services	5,656,230
Fines and Forfeitures	1,636,687
Grants and Entitlements	1,119,905
Intergovernmental Revenue	220,650
Other Revenue	274,700
Interest Income	43,382
Rental Income	17,185
Transfers In	337,712
Fund Balance Appropriated	0
<u>Total General Fund Revenues</u>	<u>\$36,101,515</u>

AUTHORIZED EXPENDITURES/TRANSFERS OUT

General Government

City Council	\$76,586
City Manager	202,480
Public Information Officer	166,484
City Secretary	153,416
Human Resources	314,318
Vital Statistics	90,763
City Attorney	128,607
Municipal Court	616,630
Finance	717,207
<u>Total General Government</u>	<u>\$2,466,491</u>
<u>Veterans Office</u>	<u>\$11,060</u>
<u>Non-Operating</u>	<u>\$5,606,644</u>
<u>Refuse Service</u>	<u>\$4,864,000</u>

Public Safety

Police Administration	\$1,979,265
Patrol Division	4,779,248
Services Division	2,470,133

Total Public Safety	\$9,228,646
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Fire Department

Fire Administration	\$239,912
Fire Operations	5,118,802
Fire Prevention	491,286

Total Fire Department	\$5,850,000
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Planning and Community Development

Community Development	\$438,186
Farmers Market	950

Total Planning and Community Development	\$439,136
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Public Works

Engineering & Infrastructure	\$163,800
Engineering Design	302,716
Street Maintenance	2,656,106
Sign & Signal	416,453
Stormwater Management	242,751
Downtown Transportation Enhancement	778,774
Community & Public Works	170,062

Total Public Works	\$4,730,662
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Inspections and Code Enforcement

Inspection	\$383,184
Environmental Services	138,642
Code Enforcement	257,370
Animal Control	311,355
Environmental Health Svc	69,154

Total Inspections and Code Enforcement	\$1,159,705
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Parks and Recreation and Comm Health

Building Maintenance	\$253,815
Parks & Recreation Administration	161,418
Parks Maintenance	1,066,713
Recreational Programs/Activities	152,515
Senior Citizens Program	83,345
Special Events	20,975
Beverly Community Center	46,818
Sports Promotion	80,250

Total Parks & Recreation	\$1,865,849
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Total Expenditures	\$36,222,193
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SECTION 7: COURT TECHNOLOGY FUND

<u>AUTHORIZED EXPENDITURES</u>	<u>\$20,540</u>
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SECTION 8: CITY TECHNOLOGY FUND

<u>AUTHORIZED EXPENDITURES</u>	<u>\$151,314</u>
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SECTION 9: CDBG REVOLVING LOAN FUND

<u>ANTICIPATED REVENUES</u>	<u>\$100,000</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$100,000</u>
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SECTION 10: EPA JOB TRAINING GRANT FUND

<u>ANTICIPATED REVENUES</u>	<u>\$90,559</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$25,200</u>
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SECTION 11: HOTEL OCCUPANCY TAX FUND

<u>ANTICIPATED REVENUES</u>	<u>\$1,219,600</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$1,377,251</u>
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SECTION 12: LAW ENFORCEMENT PROGRAM FUND

<u>ANTICIPATED REVENUES</u>	<u>\$7,640</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$4,300</u>
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SECTION 13: ECONOMIC DEVELOPMENT FUND

<u>ANTICIPATED REVENUES</u>	<u>\$386,475</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$508,954</u>
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SECTION 14: EMPLOYEE BENEFITS FUND

<u>ANTICIPATED REVENUES</u>	<u>\$5,259,880</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$5,318,500</u>
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SECTION 15: FIREMEN'S FUND

<u>ANTICIPATED REVENUES</u>	<u>\$4,413,275</u>
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<u>AUTHORIZED EXPENDITURES</u>	<u>\$2,401,508</u>
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SECTION 16: 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 17: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

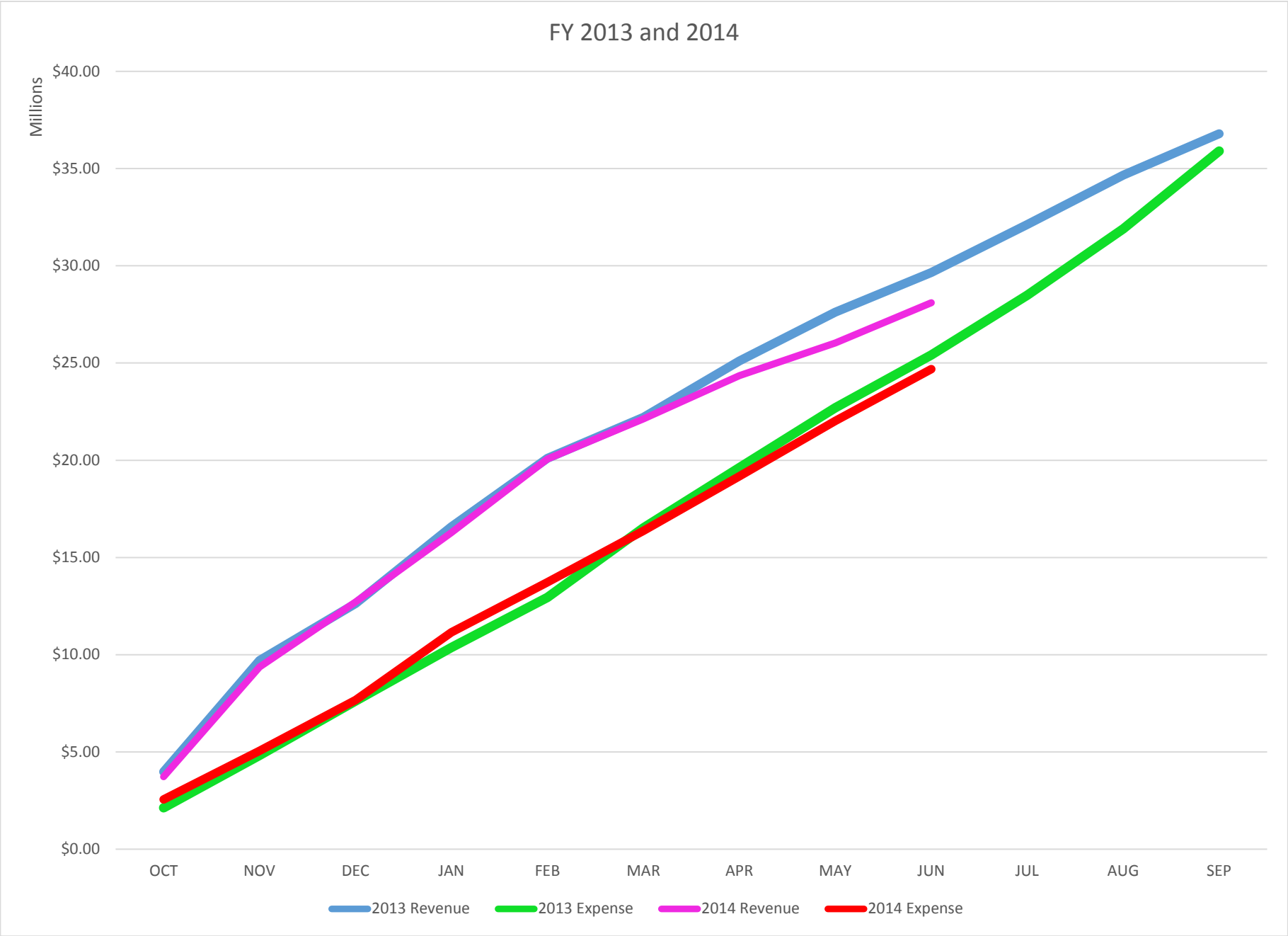
SECTION 18: This Ordinance shall be in full force and effect from and after its passage and approval, and after the adoption of this budget or budget amendment, budget officer shall provide for the filing of a true copy of the approved budget or amendment in the Office of the City Secretary.

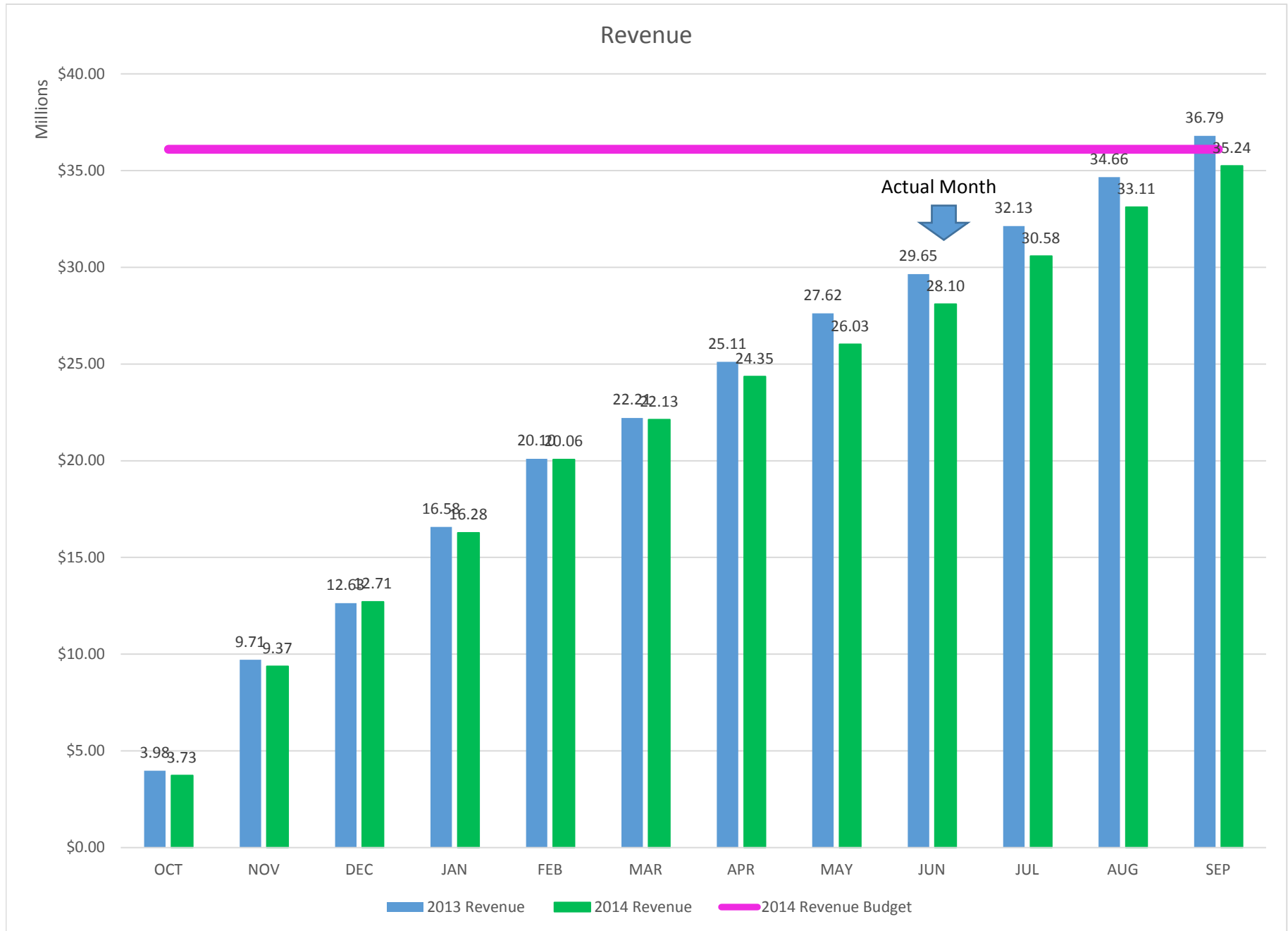
PASSED AND APPROVED and ordered published by the City Council of the City of Texarkana, Texas, in Special Council Session on this the 11th day of August, 2014.

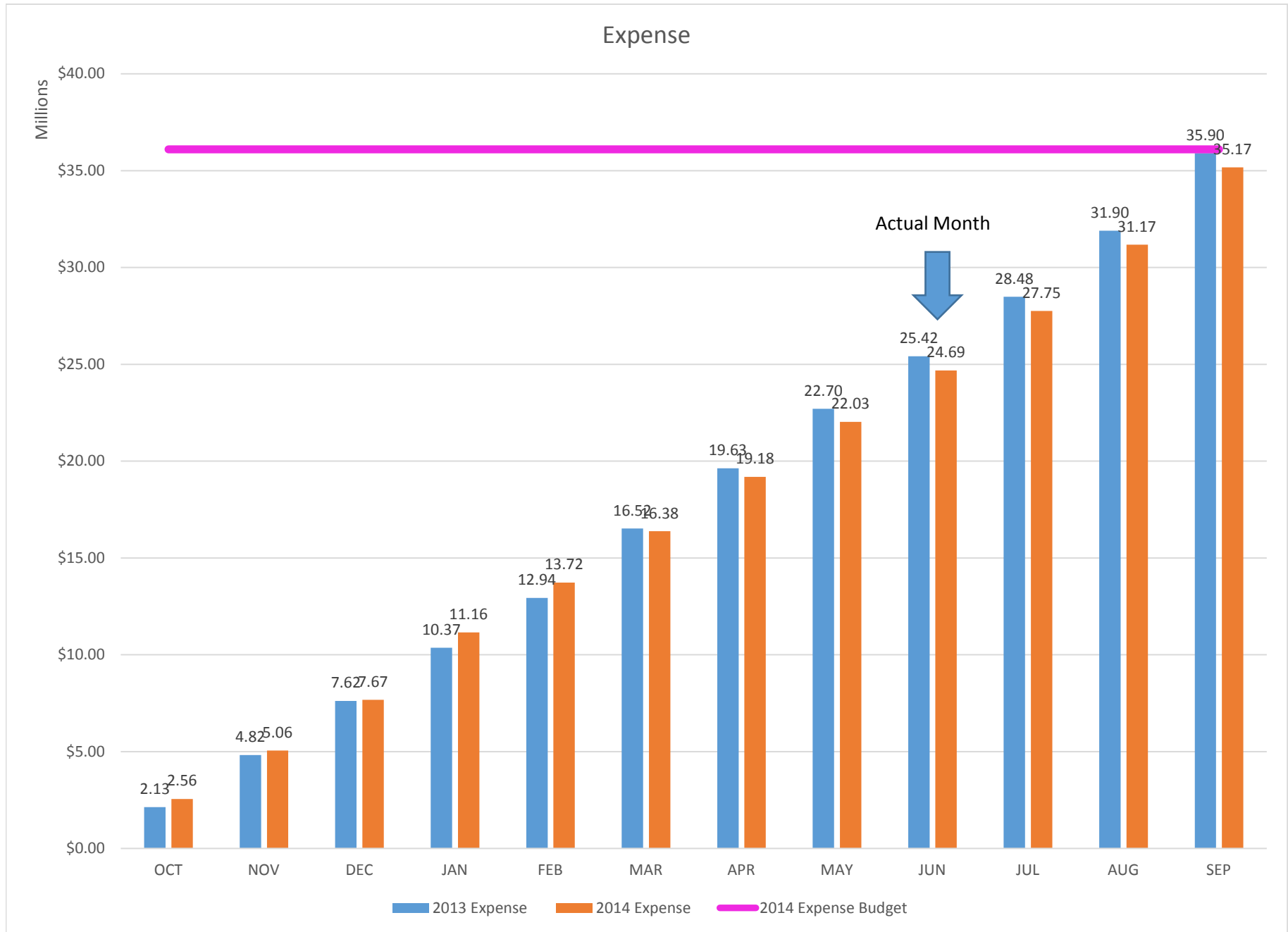
BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY







City of Texarkana, Texas

Version: D

Update Date: 7/25/2014 1:08 PM

Briefing Sheet

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2014-098 authorizing the City Manager to enter into a Joint Election Agreement with Bowie County, Texas to hold a Joint Election on November 4, 2014.
Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The City of Texarkana, Texas received a petition request from Texas Petition Strategies on June 24, 2014 to call a local option election, in accordance with Texas Election Code Section 501.021, for registered qualified voters of Texarkana, Texas and to be placed on the November 4, 2014 ballot for the following issue: **“the legal sale of beer and wine for off-premise consumption only”** in accordance with Texas Election Code Section 501.035.

Texas Petition Strategies presented 379 petitions of signatures to the City of Texarkana, Texas on July 12, 2014. The 379 petitions of signatures were submitted to Bowie County Elections Office on July 14, 2014. Bowie County Elections Administrator, George Stegall, verified in writing on July 17, 2014, the required number of signatures needed for this issue to be placed on the November 4, 2014 ballot.

The number of signatures verified (3,077) exceeded the number of signatures needed (7,869 votes cast in the most recent Gubernatorial election x 35% = 2,755 signatures required) (3,077/2,755 = 111.6%) and exceeds the minimum requirement of state law. Therefore, in the best interests to the citizens of Texarkana, Texas, staff has determined that our citizens are better served by having a joint election with Bowie County on Election Day - November 4, 2014 to present this issue to registered voters of Texarkana, Texas.

Potential Options:

- None
-

Fiscal Implications:

(Need Information from County)

City of Texarkana, Texas

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. Goals and Perspectives (DOCX)
- b. 2014-098 Res. Authorizing InterLocal AgreeElec LOE 110414 (DOC)
- c. JOINT ELECTION AGREEMENT Bowie Cnty LOE 110414 (DOC)
- d. County Summary of Verified Signatures for LOE 110414 (PDF)

Staff Coordination

City Manager	John Whitson	Department Head Review	Completed	
	07/25/2014 10:44 AM			
Finance Department	Charlie Bassett	Finance Review	Completed	07/25/2014
	2:05 PM			
Public Information Officer		Lisa Thompson	PIO Review	Completed
	07/25/2014 2:08 PM			
Assistant City Manager		Shirley Jaster	Review	Completed
	07/25/2014 3:07 PM			
City Manager	John Whitson	City Manager Review	Completed	07/25/2014
	3:24 PM			
City Council	Pam Burns	Meeting	Pending	

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

To Create Ease and Convenience of Citizen Voting on Election Day – November 4, 2014

Resource Impact:Staff time required if item is approved: [Select One By Clicking Here](#)**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. 2014-098

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CEO/CITY MANAGER TO ENTER INTO A JOINT ELECTION AGREEMENT WITH BOWIE COUNTY, TEXAS TO HOLD A JOINT ELECTION ON NOVEMBER 4, 2014; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 271.002, V.T.C.A. Election Code authorizes the governing bodies of political subdivisions of the State of Texas to enter into agreements to hold elections jointly if the elections ordered by the authorities of the political subdivisions are to be held on the same day in all or part of the same territory; and

WHEREAS, the County and the City have determined that holding a joint election would greatly increase the efficiency and effectiveness of the governments of the County and the City by eliminating the unnecessary duplication of personnel, services, equipment, and costs associated therewith while ensuring appropriate safeguards for the election issues to be determined; and

WHEREAS, a Joint Election Agreement governing the Joint Election has been proposed and a copy is attached as Exhibit "A"; and

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

SECTION 1: That the City Council of the City of Texarkana, Texas, does hereby approve and authorize a Joint Election to be held on November 4, 2014, with Bowie County, Texas, calling for a Local Option Election which results would only affect the City of Texarkana, Texas.

SECTION 2: That the City Council of the City of Texarkana, Texas, does hereby authorize such Joint Election to be conducted in accordance with the terms of a Joint Election Agreement, a copy of which is attached hereto as Exhibit "A," and does hereby authorize the CEO/City Manager to execute said Joint Election Agreement and to take such further action as might be necessary to accomplish the holding of said Joint Election.

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 August, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

JOINT ELECTION AGREEMENT

This Joint Election Agreement, effective upon approval by the governing body of each party hereto, is entered into by and between Bowie County, Texas, and the City of Texarkana, Texas.

Whereas, Texas Election Code Chapter 501 provides that a 'Local Option Election on sale of Alcoholic Beverages' within a municipality may contract with the county to run its election, or hold a joint election with the county,

Whereas, Texas Election Code Chapter 41.001(a) states than the election must be held on a uniform election date which is the 4th of November 2014,

Whereas, Bowie County and the City of Texarkana, Texas find and determine that the County's general election and the 'Local Option Election for Sale of Alcoholic Beverages' within the municipality of the City of Texarkana, Texas should be held jointly in the election precincts that can be served by common polling places.

Bowie County and the City of Texarkana, Texas agree as follows:

1. The "Local Option election on the Sale of Alcoholic Beverages' shall be held jointly with County's general elections on November 4, 2014 at the polling locations established by County for November general elections. Those locations currently are:

Precinct	Location
1A / 4E	Academic Learning Center 3201 Lincoln St. Texarkana, TX 75503
1B	Liberty-Eylau C.K. Bender Elementary School 2300 Buchanan Rd. Texarkana, TX 75501
2A	Liberty Eylau Pre-Kindergarten Center/Grandview Campus 3105 Norris Cooley Dr. Texarkana, TX 75501
2B / 4D / 5A	Westlawn Elementary School 410 Westlawn Dr. Texarkana, TX 75503
2C	Theron Jones Early Literacy Center 2600 W. 15th St. Texarkana, TX 75501
2D / 4A / 4C / 5B	Texarkana College Truman Arnold Center 2500 N. Robison Rd. Texarkana, TX 75599

Exhibit "A"

- 3A Collins Memorial Bldg.
3000 Texas Blvd.
Texarkana, TX 75501
- 3B Texarkana City Hall
Municipal Building
220 Texas Blvd.
Texarkana, TX 75501
- 4A << with 2D / 4C / 5B >>
- 4B Spring Lake Park School
4324 Ghio-Fish Blvd.
Texarkana, TX 75503
- 4C << with 2D / 4A / 5B >>
- 4D << with 2B / 5A >>
- 4E << with 1A >>
- 5A << with 2B / 4D >>
- 5B << with 4C >>
- 5C Pleasant Grove High School
5406 McKnight Road
Texarkana, TX 75503
- 6A First Baptist Church [Texarkana]
3015 Moores Lane
Texarkana, TX 75503
- 6B Pleasant Grove Middle School
5605 Cooks Lane
Texarkana, TX 75503
- 10 Pleasant Grove Fire Department
3123 FM 559
Texarkana, TX 75503

2. County and the City of Texarkana, Texas will conduct joint early voting by personal appearance at the times and locations as established by Bowie County for the November general election.
3. County will conduct voting by mail for the 'Local Option Liquor Election', and applications for voting by mail must be submitted to:

Elections Administrator
710 James Bowie Dr.
New Boston, TX 75570-0248

Exhibit "A"

4. County will provide locked ballot boxes for all precincts for the joint election.
5. County will appoint and compensate the respective election officials (Polling Judges and Alternates, Early Voting Clerks, etc.) for time and services provided as allowed by law.
6. County and the City of Texarkana, Texas will post the election results for City's election.
7. County and City of Texarkana, Texas will each be responsible for the cost of any published legal notices required by law.
8. County and City of Texarkana, Texas will share electronic voting machines at common polling places. County will bear the cost of the rental of these machines.
9. County will provide the necessary information and confer with the City Secretary to conduct the canvass of the City of Texarkana, Texas' election returns.
10. Any further expenditures to be incurred pertaining to the joint elections not specifically addressed above will each be paid by the respective party incurring the expenditure.
11. For the November 2014 general election (the first joint election pursuant to this Agreement), the City of Texarkana, Texas agrees to pay County the sum of \$_____, which both parties agree and acknowledge fairly and accurately estimates the City of Texarkana, Texas's share of joint election costs.

COUNTY OF BOWIE, TEXAS**Attest:**

By: _____
 Sterling Lacy
 County Judge

 Tina Petty
 County Clerk

CITY OF TEXARKANA, TEXAS**Attest:**

By: _____
 John A. Whitson
 City Manager

 Jennifer Evans
 City Secretary

Attachment: JOINT ELECTION AGREEMENT Bowie Cnty LOE 110414 [Revision 1] (1165 : Res. 2014-098 Jt. Election Agreement w/ County for



710 James Bowie Dr.
New Boston, TX 75570

GEORGE STEGALL
ELECTIONS ADMINISTRATOR
BOWIE COUNTY, TEXAS

903-628-6809
903-628-6810
903-628-6811 Fax

JULY 17, 2014

**SUMMARY OF THE RESULTS OF VERIFYING SIGNATURES
FOR A LOCAL OPTION ELECTION IN THE CITY OF TEXARKANA, TEXAS**

This office only checked those signatures that included a VUID number.
[There were still a few hundred signatures that did not have a VUID number.]

Three thousand seventy seven (**3,077**) signatures were verified by this office.
This is nearly 10% above the amount needed.

I would recommend checking this count before you officially report the figures.


George Stegall, EA
Bowie County

City of Texarkana, Texas

Version: B

Update Date: 7/25/2014 1:38 PM

Briefing Sheet

Lead Department: City Manager **Action Officer:** John Whitson, City Manager
Subject: Ordinance No. 2014-097 an Order of the City Council calling for a Charter
Amendments Election.
Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The Texarkana City Charter is very dated, having been adopted in 1960. Many provisions of the charter are outdated by generally accepted municipal management practices, specific state laws, or other agency regulations and guidelines. The Texas Local Government Code permits the city council upon its own motion to submit amendments to the qualified voters of the city (see Local Government Code, Title 2, Subtitle A, Chapter 9, Section 9.004). For the upcoming election that will be conducted on November 4, 2014 four charter amendments are proposed. None of the amendments, if approved by the voters, will have a fiscal impact on the city's annual operating budget.

Amendment 1: Redefines the meetings of the city council making each meeting a regular, special, or an emergency meeting. The amendment also defines who may call a special meeting or an emergency meeting. The amendment also removes public notice details since public notice details are established by the Texas Open Meetings Law. Further, the amendment designates that all meetings of the city council, city boards, and commissions are public meetings.

Amendment 2: Removes from the charter a list of departments that were created by the original charter and replaces the language with a more general authority wherein the city can create, abolish, and combine departments as needed.

Amendment 3: Rewrites Article VIII in its entirety. The rewrite removes numerous instructions related to how the annual budget will be developed and presented. Many of the details in the charter may have been important in 1960 but in today's environment of state, federal, and other regulatory agencies standards and requirements these detailed instructions have been superseded. The amendment also simplifies the process for approving budget amendments by a vote of the city council in the same manner as required to approve the budget. The amendment also removes the requirement that the budget is to be adopted 30 days prior to the end of the current fiscal year.

Amendment 4: Simplifies Article X, Section 2 where the city council has authority to appoint a city attorney and defines some of the city attorney's responsibilities. When the charter was first written and adopted it was contemplated that the city attorney would be a staff member. It is a common practice for local governments to contract for a city attorney. The rewrite provides for the city council

City of Texarkana, Texas

to appoint a city attorney and that the city attorney shall serve at the pleasure of the city council and removing all other stated duties and authorities of the city attorney.

See the attachment "Compare Proposed and Current Charter Amendments" for a more detailed review.

Potential Options:

- Approve the proposed ordinance as presented
- Revise and approve the ordinance
- Disapprove the proposed ordinance

Fiscal Implications:

There will be a cost to publish the entirety of the proposed charter amendment in the newspaper on two occasions to meet statutory requirements. The county will already be conducting a local option election for the city and adding these questions to the ballot will not significantly increase the city's cost of the election.

Staff Recommendation:

Adopt the ordinance as presented.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals and Perspectives (DOCX)
- b. 2014-097 ORD Special Election for Charter Amendments Revision 2 (PDF)
- c. Compare Current and Proposed Charter Amendments Revised (PDF)

Staff Coordination

City Manager	John Whitson	Department Head Review	Completed	
	07/24/2014 12:43 PM			
City Attorney	Jeffery C. Lewis	Review	Completed	07/25/2014
	11:24 AM			
Finance Department	Charlie Bassett	Finance Review	Completed	07/25/2014
	1:55 PM			
Public Information Officer		Lisa Thompson	PIO Review	Completed
	07/25/2014 1:57 PM			
Assistant City Manager		Shirley Jaster	Review	Completed
	07/25/2014 2:01 PM			

City of Texarkana, Texas

City Manager	John Whitson	City Manager Review Completed	07/25/2014
3:23 PM			
City Council	Pam Burns	Meeting	Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

ORDINANCE NO. 2014 - 097

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ORDERING A SPECIAL ELECTION FOR A PROPOSED UPDATE AND REVISION OF THE EXISTING CITY CHARTER, AMENDING AND RESTATING SECTIONS OF THE CITY CHARTER, TO BE PLACED ON THE SPECIAL ELECTION BALLOT NOVEMBER 4, 2014, AND PRESENTED TO THE QUALIFIED VOTERS OF THE CITY OF TEXARKANA, TEXAS; PRESCRIBING THE FORM FOR THE PROPOSITION ON THE BALLOT; DIRECTING THE CITY SECRETARY TO PROVIDE FOR THE TIMELY PRINTING OF BALLOTS; PROVIDING FOR EARLY VOTING; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE OF THIS ELECTION; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Home Rule Charter of the City of Texarkana, Texas, originally adopted in May 1960, and subsequently amended to its present form, contains provisions which need to be clarified or modified to reflect changes in law over the past fifty years and to make City operations more efficient and effective; and

WHEREAS, the Texas Local Government Code Chapter 9, Section 9.004 (a) the governing body of a municipality on its own motion may submit a proposed charter amendment to the municipality's qualified voters for their approval at an election; and

WHEREAS, the Texas Local Government Code Chapter 9, Section 9.004 (b) the ordinance ordering the election shall provide for the election to be held on the first authorized uniform election date prescribed by the Election Code or on the earlier of the date of the next municipal general election or presidential general election and the election date must allow sufficient time to comply with other requirements of law and must occur on or after the 30th day after the date the ordinance is adopted; and

WHEREAS, the Texas Local Government Code Chapter 9, Section 9.004 (c) notice of election shall be published in a newspaper of general circulation published in the municipality, the notice must include a substantial copy of the proposed amendment, an estimate of the anticipated fiscal impact to the municipality if the proposed amendment is approved at the election, and be published on the same day in each of two successive weeks, with the first publication occurring before the 14th day before the date of the election; and

WHEREAS, the Texas Local Government Code Chapter 9, Section 9.004 (d) an amendment may not contain more than one subject; and

WHEREAS, the Texas Local Government Code Chapter 9, Section 9.004 (e) the ballot shall be prepared so that a voter may approve or disapprove any one or more amendments without having to approve or disapprove all of the amendments; and

WHEREAS, the City Council, having given due consideration to the recommendations of the city staff has determined to submit to the qualified voters of the City of Texarkana, Texas, for their adoption or rejection, ('yes' or 'no' vote) the proposed amendments to the Charter for the City of Texarkana, Texas, pursuant to the provisions the Texas Local Government Code, Chapter 9, Section 9.004, as amended;

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

SECTION 1: That the presented City Charter amendments, a copy of which is attached hereto as Exhibit "A" and to which reference is made for all purposes, be and the same is hereby accepted and approved.

SECTION 2: That a special election is hereby ordered to be held within the jurisdiction of the City of Texarkana, Texas, on the 4th day of November, 2014, pursuant to the laws of the State of Texas and the Charter of the City of Texarkana, Texas, with said election to be held for the purpose of amending the Charter. In all City elections, the Mayor, City Secretary, or City Council shall perform each act as is required to be performed, in connection with the holding and consummation of such election, and to give effect to the intent of this Ordinance.

SECTION 3: That said special election shall be held on the next Texas uniform election date in conjunction with the Bowie County General Election on said same date.

SECTION 4: That the specimen ballot shall be made available for public inspection in the office of the City Secretary and on the bulletin board in the City Hall as soon as practicable after the official ballots have been prepared for the election, as required by Section 52.007, Texas Election Code.

SECTION 5: That the City Secretary shall give notice of this election by publication of a copy of this ordinance on the same day in each of two successive weeks in the Texarkana Gazette, a newspaper of general circulation in the City of Texarkana, with the date of the first publication occurring before the 14th day before the date of the election as required by Texas Local Government Code, Section 9.004 (c).

SECTION 6: That the election precincts and polling locations for the respective precincts as established by Bowie County for the November 2014 general election that are within the City are the election precincts for this special election:

Precinct	Location
1A / 4E	Academic Learning Center 3201 Lincoln St. Texarkana, TX 75503
1B	Liberty-Eylau C.K. Bender Elementary School 2300 Buchanan Rd.

	Texarkana, TX 75501
2A	Liberty Eylau Pre-Kindergarten Center/Grandview Campus 3105 Norris Cooley Dr. Texarkana, TX 75501
2B / 4D / 5A	Westlawn Elementary School 410 Westlawn Dr. Texarkana, TX 75503
2C	Theron Jones Early Literacy Center 2600 W. 15th St. Texarkana, TX 75501
2D / 4A / 4C / 5B	Texarkana College Truman Arnold Center 2500 N. Robison Rd. Texarkana, TX 75599
3A	Collins Memorial Bldg. 3000 Texas Blvd. Texarkana, TX 75501
3B	Texarkana City Hall Municipal Building 220 Texas Blvd. Texarkana, TX 75501
4A	<< with 2D / 4C / 5B >>
4B	Spring Lake Park School 4324 Ghio-Fish Blvd. Texarkana, TX 75503
4C	<< with 2D / 4A / 5B >>
4D	<< with 2B / 5A >>
4E	<< with 1A >>
5A	<< with 2B / 4D >>
5B	<< with 4C >>

- 5C Pleasant Grove High School
5406 McKnight Road
Texarkana, TX 75503
- 6A First Baptist Church [Texarkana]
3015 Moores Lane
Texarkana, TX 75503
- 6B Pleasant Grove Middle School
5605 Cooks Lane
Texarkana, TX 75503

SECTION 7: That the City Council shall, at its next regular meeting after the election returns are delivered to the City Secretary's office, canvass the returns and declare the official results of the election. If one or more proposed Charter amendments are approved by a majority of the qualified voters voting in the election, the Charter as amended shall be considered adopted when an official order has been entered upon the records of the City by the City Council declaring the same adopted.

SECTION 8: That the ballots for said election shall be prepared by Bowie County in sufficient number and in conformity with Chapter 52 of the Texas Election Code, shall be prepared so that a voter may approve or disapprove each proposed charter amendment without having to approve or disapprove all of the proposed charter amendments.

SECTION 9: That 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 10: That all ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 11: 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 August, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Exhibit A

Amendment Question 1:

Texarkana, Texas, City Charter, Article II, Section 8 shall be as follows and all other provisions rescinded and removed:

Sec. 8. - Meetings of the Council.

(a) *General.* The City Council shall meet at least once per month. Meeting dates, times, and locations shall be specified by resolution. A newly-elected Councilmember (including the Mayor) shall assume the duties of office on the next regular council meeting day immediately following the canvass of the election.

(b) *Special Meetings.* The Mayor, the Mayor Pro Tempore, any two Councilmembers, or the City Manager may at any time call a special council meeting by submitting to the City Secretary a signed statement specifying the time and place of the meeting and the subjects to be considered. The meeting notice shall be prepared and posted by the City Secretary and shall contain for City Council deliberation only the subjects specified in the signed statement. Councilmembers shall be informed of the meeting in any manner consistent with state law or as otherwise approved by resolution of the City Council.

(c) *Emergency Meeting.* The Mayor or City Manager may call an Emergency Meeting of the City Council as allowed by law.

(d) *Public Meetings.* All meetings of the City Council, boards, and commissions shall be open to the public and noticed as provided by law. The City Council, boards, and commissions may adopt rules of procedure consistent with the city charter and state law.

(e) *Public Participation.* The Council shall adopt rules and procedures for public comment during regular Council meetings.

(f) *Attendance of City Manager.* The City Manager shall attend all meetings of the City Council and may take part in the discussion of all matters coming before the Council but shall have no vote.

Ballot Language:

City Charter Amendment 1: Revising the City Charter, Article II, Section 8 – Meetings of the Council. Providing for regular, special, and emergency meetings of the city council and the manner in which the meetings are scheduled or called. Designating all meetings of city boards and commissions to be public meetings subject to rules and regulations of the city charter, state law, and adopted rules of procedure. Permitting the city council to adopt rules and procedures for public comments to be heard during regular council meetings.

Amendment Question 2:

Texarkana, Texas, City Charter, Article IV, Section 1 shall be as follows and all other provisions rescinded and removed:

Sec. 1 – Administrative departments

The City Council may create, abolish, or combine administrative departments and may assign or transfer duties of any City department from one department to another by ordinance. All City departments shall be under the control and direction of the City Manager.

Ballot Language:

City Charter Amendment 2: Revising the City Charter, Article IV, Section 1 – Administrative departments. Removing from the current charter the listing of specific department names and providing that the city may create, abolish, or combine departments and assign or transfer duties of any department.

Amendment Question 3:

Texarkana, Texas, City Charter, Article VIII shall be as follows and all other provisions rescinded and removed:

ARTICLE VIII. BUDGET**Sec. 1. - Fiscal year.**

The fiscal year of the City shall begin on the first day of October and end on the last day of September of each calendar year. The fiscal year established by this Charter shall also constitute the budget and accounting year.

Sec. 2. – Preparation and submission of the annual budget calendar.

The City Manager shall prepare and submit a budget development calendar for city council's review and approval. The budget development calendar shall show the key dates of budget preparation including, but not limited to, the dates of budget preparation, proposed budget presentation, public hearing, and adoption by the city council.

Sec. 3. – Budget

The budget shall provide a complete financial plan for the fiscal year. It shall include, but not limited to, the following:

- (a) The City Manager's budget message which shall explain the budget, include an outline of the proposed financial objectives of the City for the budget year, and describe in connection therewith the important features of the budget plan;
- (b) A statement of all anticipated receipts and all proposed expenditures by department, office, and/or agency of the city displayed in a manner that shows prior year actual values, current year estimates, and budget year estimates and appropriations;
- (c) A contingent appropriation not to exceed three per cent (3%) of the total general fund expenditure. Expenditures from this fund shall be used only in cases of unforeseen items of expenditures or established emergencies. This fund shall be under the control of the City Manager, and shall be disbursed only by transfer to other departmental appropriations;
- (d) An analysis of the tax rate;
- (e) A table showing the tax levies and tax collections by years for the past five (5) years;

(f) A description of all bond issues and other debt instruments outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;

(g) A special funds section that describes fully the status of any existing special fund; and

(h) A list of capital projects which should be undertaken within the budget year and also within the five (5) next succeeding years.

Sec. 4. – Adoption of budget.

The budget shall be finally adopted by the favorable votes of at least a majority of all members of the Council before the end of the current fiscal year.

Sec. 5. – Transfer of appropriations.

The City Manager may at any time transfer any unencumbered appropriated balance or portion thereof between general classifications of expenditures within and/or across any office, department or agency of the city.

Sec. 6. – Budget amendments.

The City Manager may submit requests for budget amendments at any time provided the total city budget remains balanced, that is, total expenditures shall equal total revenues (unassigned fund balance may be designated as a revenue). Budget amendments may be approved in the same manner as the budget is approved.

Ballot Language:

City Charter Amendment 3: Revising the City Charter, Article VIII – Budget. Removing specific instructions which are generally defined by other authorities such as the State of Texas, Governmental Accounting Standards Board (GASB), and others. Establishing a requirement that the city council shall adopt an annual budget development calendar. Expanding the debt reporting requirement to include all debt not only bond debt. Providing for budgetary funds transfers throughout the fiscal year to be an administrative action. Providing the authority for the city council to approve budget amendments while maintaining a balanced budget.

Amendment Question 4:

Texarkana, Texas, City Charter, Article X, Section 2 shall be as follows and all other provisions rescinded and removed:

Sec. 2. – City attorney.

The Council shall appoint a city attorney to serve at its pleasure and to be its legal adviser.

Ballot Language:

City Charter Amendment 4: Revising the City Charter, Article X, Section 2 – City attorney. Providing for the city council to appoint a city attorney to serve at its pleasure and to be its legal adviser and removing all other stated duties and authorities of the city attorney.

Comparing Current Charter and Proposed Amendments
July 2014

Amendment 1: Article II, Section 8

Proposed

Sec. 8. - Meetings of the Council.

(a) *General.* The City Council shall meet at least once per month. Meeting dates, times, and locations shall be specified by resolution. A newly-elected Councilmember (including the Mayor) shall assume the duties of office on the next regular council meeting day immediately following the canvass of the election.

(b) *Special Meetings.* The Mayor, the Mayor Pro Tempore, any two Councilmembers, or the City Manager may at any time call a special council meeting by submitting to the City Secretary a signed statement specifying the time and place of the meeting and the subjects to be considered. The meeting notice shall be prepared and posted by the City Secretary and shall contain for City Council deliberation only the subjects specified in the signed statement. Councilmembers shall be informed of the meeting in any manner consistent with state law or as otherwise approved by resolution of the City Council.

(c) *Emergency Meeting.* The Mayor or City Manager may call an Emergency Meeting of the City Council as allowed by law.

(d) *Public Meetings.* All meetings of the City Council, boards, and commissions shall be open to the public and noticed as provided by law. The City Council, boards, and commissions may adopt rules of procedure consistent with the city charter and state law.

(e) *Public Participation.* The Council shall adopt rules and procedures for public comment during regular Council meetings.

(f) *Attendance of City Manager.* The City Manager shall attend all meetings of the City Council and may take part in the discussion of all matters coming before the Council but shall have no vote.

Current Charter

Sec. 8. - Meetings of the Council.

(a) *General.* The City Council shall meet at the City Hall on the first week day of May following a regular city election. Newly elected members (including the Mayor) shall assume the duties of office at that time. Thereafter the Council shall meet in a regular meeting at the City Hall at least once a month on a day to be set by ordinance or resolution.

(b) *Special.* The Council may provide by ordinance or resolution for the time and place of holding any additional meetings, and the manner in which special meetings shall be called. A special meeting shall be called by the City Secretary upon written request of the Mayor, the City Manager, or a majority of the members of the Council by written notice thereof mailed to the post office address of the several members of the Council at least twenty-four (24) hours next before such special meeting. Notice of such meeting shall state the subject to be considered, and no subject at such meeting shall be considered unless notice of the subject to be considered has been given according to law. Special meetings may be held without previous notice provided all members of the Council are present, or all members waive such notice in writing.

(c) *Attendance of City Manager; meetings public.* The City Manager shall attend all meetings of the Council and may take part in the discussion of all matters coming before the Council but shall have no vote. All meetings of the Council and of all boards, commissions, and committees thereof shall be open to the public as provided by State law. Any inhabitant of the City shall have a reasonable opportunity to be heard at any meetings of the Council on any matter.

Comparing Current Charter and Proposed Amendments
July 2014

Amendment 2: Article IV, Section 1

Proposed

Sec. 1 – Administrative departments

The City Council may create, abolish, or combine administrative departments and may assign or transfer duties of any City department from one department to another by ordinance. All City departments shall be under the control and direction of the City Manager.

Current Charter

Sec. 1. - Administrative departments.

General. There are hereby created the following administrative departments: (1) Finance Department. (2) Police Department. (3) Fire Department. (4) Public Works Department, and others which may be established by ordinance.

All administrative departments shall be under the control and direction of the City Manager. The Council may abolish or combine one or more departments created by it, and may assign or transfer duties of any departments of the City from one department to another by ordinance.

Comparing Current Charter and Proposed Amendments
July 2014

Amendment 3: Article VIII

Proposed

ARTICLE VIII. BUDGET

Sec. 1. - Fiscal year.

The fiscal year of the City shall begin on the first day of October and end on the last day of September of each calendar year. The fiscal year established by this Charter shall also constitute the budget and accounting year.

Sec. 2. – Preparation and submission of the annual budget calendar.

The City Manager shall prepare and submit a budget development calendar for city council's review and approval. The budget development calendar shall show the key dates of budget preparation including, but not limited to, the dates of budget preparation, proposed budget presentation, public hearing, and adoption by the city council.

Sec. 3. – Budget

The budget shall provide a complete financial plan for the fiscal year. It shall include, but not limited to, the following:

- (a) The City Manager's budget message which shall explain the budget, include an outline of the proposed financial objectives of the City for the budget year, and describe in connection therewith the important features of the budget plan;
- (b) A statement of all anticipated receipts and all proposed expenditures by department, office, and/or agency of the city displayed in a manner that shows prior year actual values, current year estimates, and budget year estimates and appropriations;
- (c) A contingent appropriation not to exceed three per cent (3%) of the total general fund expenditure. Expenditures from this fund shall be used only in cases of unforeseen items of expenditures or established emergencies. This fund shall be under the control of the City Manager, and shall be disbursed only by transfer to other departmental appropriations;
- (d) An analysis of the tax rate;

Current Charter

Sec. 1. - Fiscal year.

The fiscal year of the City shall begin on the first day of October and end on the last day of September of each calendar year. The fiscal year established by this Charter shall also constitute the budget and accounting year. All funds collected by the City during any fiscal year, including both current and delinquent revenues, shall belong to such fiscal year and, except for funds derived to pay interest and create a sinking fund on the bonded indebtedness of the City, may be applied to the payment of expenses incurred during such fiscal year, except as provided in this Charter. Any revenues uncollected at the end of any fiscal year, and any unencumbered funds actually on hand, shall become resources of the next succeeding fiscal year.

Sec. 2. - Preparation and submission of the budget.

At least sixty (60) days before the end of each fiscal year and not less than thirty (30) days prior to the time the City Council makes its tax levy for the current year, the City Manager shall file with the City Secretary and shall submit to the Council a proposed budget for the ensuing fiscal year. The budget shall provide a complete financial plan for the fiscal year. It shall contain the following:

- (a) The City Manager's budget message (The City Manager's budget message shall be explanatory of the budget, shall contain an outline of the proposed financial policies of the City for the budget year, and shall describe in connection therewith the important features of the budget plan. It shall set forth the reasons for significant increases or decreases in items of expenditure or receipt compared with the current fiscal year and shall explain any major changes in financial policy);
- (b) A summary statement of all anticipated receipts and all proposed expenditures (This summary which shall appear at the head of the budget shall not be itemized further than by principal sources of anticipated revenue, stating separately the amounts to be raised by property tax, and by departments and kinds of expenditures, in such manner as to present to taxpayers a simple and clear summary of the detailed estimates of the budget);

Comparing Current Charter and Proposed Amendments

July 2014

(e) A table showing the tax levies and tax collections by years for the past five (5) years;

(f) A description of all bond issues and other debt instruments outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;

(g) A special funds section that describes fully the status of any existing special fund; and

(h) A list of capital projects which should be undertaken within the budget year and also within the five (5) next succeeding years.

Sec. 4. – Adoption of budget.

The budget shall be finally adopted by the favorable votes of at least a majority of all members of the Council before the end of the current fiscal year.

Sec. 5. – Transfer of appropriations.

The City Manager may at any time transfer any unencumbered appropriated balance or portion thereof between general classifications of expenditures within and/or across any office, department or agency of the city.

Sec. 6. – Budget amendments.

The City Manager may submit requests for budget amendments at any time provided the total city budget remains balanced, that is, total expenditures shall equal total revenues (unassigned fund balance may be designated as a revenue). Budget amendments may be approved in the same manner as the budget is approved.

(c) An itemization of all anticipated revenue from taxes and other sources (In parallel columns opposite the several items of revenue there shall be placed the actual amount of such item for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing budget year);

(d) An itemized estimate of the expense of conducting each office, department or agency of the City (In parallel columns opposite the various items of expenditures, there shall be placed the actual amount of such item for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing budget year);

(e) A contingent appropriation not to exceed three per cent (3%) of the total general fund expenditure (Expenditures from this fund shall be used only in cases of unforeseen items of expenditures or established emergencies. This fund shall be under the control of the City Manager, and shall be disbursed only by transfer to other departmental appropriations after approval by the City Council);

(f) An analysis of the tax rate;

(g) A table showing the tax levies and tax collections by years for the past five (5) years;

(h) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;

(i) A schedule of requirements for the principal and interest on each issue of bonds;

(j) A special funds section that describes fully the status of any existing special fund; and

(k) A list of capital projects which should be undertaken within the budget year and also within the five (5) next succeeding years.

Sec. 3. - Public hearing on budget.

The Council, after giving at least ten (10) days notice by publication in the official newspaper of the City of a notice of a public hearing, shall hold a public hearing on the proposed budget, at which all interested persons shall be given an opportunity to be heard, for or against any item thereof. Such hearing shall be held not less than fifteen (15) days subsequent to the time such budget is filed as provided in Section 2 of this Article. After such public hearing the Council may make such changes in the budget as appear desirable and may

Comparing Current Charter and Proposed Amendments
July 2014

increase or decrease the items of the budget provided the total proposed expenditures shall not exceed the total anticipated revenue.

Sec. 4. - Adoption of budget.

The budget shall be finally adopted by the favorable votes of at least a majority of all members of the Council at least thirty (30) days before the end of the fiscal year.

Sec. 5. - Effect of budget; filing copies.

Upon final adoption, the budget shall be in effect for the next ensuing budget year. Final adoption of the budget by the Council shall constitute the official appropriation of the several amounts stated therein as proposed expenditures for such budget year. A copy of the budget as finally adopted shall be filed with the City Secretary. All appropriations that have not been expended or lawfully encumbered shall lapse at the end of the budget year.

Sec. 6. - Transfer of appropriations.

The City Manager may at any time transfer any unencumbered appropriated balance or portion thereof between general classifications of expenditures within an office, department or agency. At the request of the City Manager and within the last three (3) months of the budget year, the Council may by resolution transfer any unencumbered appropriated balance or portion thereof from one office, department or agency to another.

Sec. 7. - Amending the budget.

In case of grave public necessity, emergency expenditures to meet unusual and unforeseen conditions, which could not by diligent thought and attention have been included in the original budget, may be authorized by the affirmative vote of at least five (5) members of the Council as an amendment to the original budget. In every case where such amendment is made, a copy of the resolution by the Council adopting the amendment shall be filed with the City Secretary and published within five (5) days in the official newspaper of the City, and attached to the budget originally adopted.

Sec. 8. - Budget a public record.

The proposed budget, budget message and all supporting schedules, and the budget adopted shall be

Comparing Current Charter and Proposed Amendments
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a public record in the office of the City Secretary open to public inspection. The City Manager shall cause a reasonably sufficient number of copies of the budget, proposed budget, and budget message to be prepared for distribution to interested persons.

Comparing Current Charter and Proposed Amendments
July 2014

Amendment 4: Article X, Section 2

Proposed

Sec. 2. – City attorney.

The Council shall appoint a city attorney to serve at its pleasure and to be its legal adviser.

Current Charter

Sec. 2. - City attorney.

(a) The City Council shall appoint the City Attorney, who must be a competent practicing attorney in the City of Texarkana, Texas. He shall receive for his services such compensation as may be fixed by the Council and shall hold his office until his successor is appointed and qualified.

(b) The City Attorney shall represent the City in all litigations. He shall be the legal advisor of and attorney and counsel for the City and for all officers and departments thereof.

(c) The City Attorney shall have power to appoint such assistants as are provided in the city budget, subject to the approval of the Council, at such compensation as fixed by the Council.

City of Texarkana, Texas

Version: A

Update Date: 7/25/2014 1:09 PM

Briefing Sheet

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Subject: Ordinance No. 2014-099 calling for a Special City Election to be held on November 4, 2014 for the purpose of a Local Option Election under Joint Election Agreement with Bowie County, Texas.

Briefing: 7/28/2014 **Public Hearing:** **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Texas Petition Strategies submitted a request to call a Local Option Election for the issue of **“the legal sale of beer and wine for off-premise consumption only”** within the city limits of Texarkana, Texas.

Petitions of signatures of registered, qualified voters have been delivered to and verified in writing by the Bowie County Elections Administrator.

The number of signatures verified (3,077) exceeded the number of signatures needed to call a Local Option Election by petition and meets the requirements of state law.

This Ordinance has been prepared to call the Special Local Option Election, under Joint Election Agreement with Bowie County, Texas, to present to registered, qualified voters the issue noted above on the November 4, 2014 ballot.

Potential Options:

- None
-

Fiscal Implications:

(Insert Text Here)

Staff Recommendation:

Staff recommends approval of this Ordinance.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals and Perspectives (DOCX)
- b. JOINT ELECTION AGREEMENT Bowie County LOE 110414 (DOC)
- c. Calling Local Option Election Ord. No. 2014-099 on 110414 (DOCX)

Staff Coordination

City Manager	John Whitson	Department Head Review	Completed
	07/25/2014 3:24 PM		
Public Information Officer		Lisa Thompson	PIO Review Completed
	07/25/2014 3:25 PM		
City Manager	John Whitson	City Manager Review Completed	07/25/2014
3:25 PM			
City Council	Pam Burns	Meeting	Pending

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: [Select One By Clicking Here](#)

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:

JOINT ELECTION AGREEMENT

This Joint Election Agreement, effective upon approval by the governing body of each party hereto, is entered into by and between Bowie County, Texas, and the City of Texarkana, Texas.

Whereas, Texas Election Code Chapter 501 provides that a 'Local Option Election on sale of Alcoholic Beverages' within a municipality may contract with the county to run its election, or hold a joint election with the county,

Whereas, Texas Election Code Chapter 41.001(a) states than the election must be held on a uniform election date which is the 4th of November 2014,

Whereas, Bowie County and the City of Texarkana, Texas find and determine that the County's general election and the 'Local Option Election for Sale of Alcoholic Beverages' within the municipality of the City of Texarkana, Texas should be held jointly in the election precincts that can be served by common polling places.

Bowie County and the City of Texarkana, Texas agree as follows:

1. The "Local Option election on the Sale of Alcoholic Beverages' shall be held jointly with County's general elections on November 4, 2014 at the polling locations established by County for November general elections. Those locations currently are:

Precinct	Location
1A / 4E	Academic Learning Center 3201 Lincoln St. Texarkana, TX 75503
1B	Liberty-Eylau C.K. Bender Elementary School 2300 Buchanan Rd. Texarkana, TX 75501
2A	Liberty Eylau Pre-Kindergarten Center/Grandview Campus 3105 Norris Cooley Dr. Texarkana, TX 75501
2B / 4D / 5A	Westlawn Elementary School 410 Westlawn Dr. Texarkana, TX 75503
2C	Theron Jones Early Literacy Center 2600 W. 15th St. Texarkana, TX 75501
2D / 4A / 4C / 5B	Texarkana College Truman Arnold Center 2500 N. Robison Rd. Texarkana, TX 75599

Exhibit "A"

- 3A Collins Memorial Bldg.
3000 Texas Blvd.
Texarkana, TX 75501
- 3B Texarkana City Hall
Municipal Building
220 Texas Blvd.
Texarkana, TX 75501
- 4A << with 2D / 4C / 5B >>
- 4B Spring Lake Park School
4324 Ghio-Fish Blvd.
Texarkana, TX 75503
- 4C << with 2D / 4A / 5B >>
- 4D << with 2B / 5A >>
- 4E << with 1A >>
- 5A << with 2B / 4D >>
- 5B << with 4C >>
- 5C Pleasant Grove High School
5406 McKnight Road
Texarkana, TX 75503
- 6A First Baptist Church [Texarkana]
3015 Moores Lane
Texarkana, TX 75503
- 6B Pleasant Grove Middle School
5605 Cooks Lane
Texarkana, TX 75503
- 10 Pleasant Grove Fire Department
3123 FM 559
Texarkana, TX 75503

2. County and the City of Texarkana, Texas will conduct joint early voting by personal appearance at the times and locations as established by Bowie County for the November general election.
3. County will conduct voting by mail for the 'Local Option Liquor Election', and applications for voting by mail must be submitted to:

Elections Administrator
710 James Bowie Dr.
New Boston, TX 75570-0248

Attachment: JOINT ELECTION AGREEMENT Bowie County LOE 110414 (1166 : Ord.2014-099 Calling for Local Option Election (B&W))

Exhibit "A"

4. County will provide locked ballot boxes for all precincts for the joint election.
5. County will appoint and compensate the respective election officials (Polling Judges and Alternates, Early Voting Clerks, etc.) for time and services provided as allowed by law.
6. County and the City of Texarkana, Texas will post the election results for City's election.
7. County and City of Texarkana, Texas will each be responsible for the cost of any published legal notices required by law.
8. County and City of Texarkana, Texas will share electronic voting machines at common polling places. County will bear the cost of the rental of these machines.
9. County will canvass the City of Texarkana, Texas' election returns.
10. Any further expenditures to be incurred pertaining to the joint elections not specifically addressed above will each be paid by the respective party incurring the expenditure.
11. For the November 2014 general election (the first joint election pursuant to this Agreement), the City of Texarkana, Texas agrees to pay County the sum of \$_____, which both parties agree and acknowledge fairly and accurately estimates the City of Texarkana, Texas's share of joint election costs.

COUNTY OF BOWIE, TEXAS**Attest:**

By: _____
 Sterling Lacy
 County Judge

 Tina Petty
 County Clerk

CITY OF TEXARKANA, TEXAS**Attest:**

By: _____
 John A. Whitson
 City Manager

 Jennifer Evans
 City Secretary

Attachment: JOINT ELECTION AGREEMENT Bowie County LOE 110414 (1166 : Ord.2014-099 Calling for Local Option Election (B&W))

ORDINANCE NO. 2014-099

AN ORDINANCE CALLING FOR A SPECIAL CITY ELECTION TO BE HELD ON THE FIRST TUESDAY IN NOVEMBER, 2014 (NOVEMBER 4, 2014) FOR THE PURPOSE OF A LOCAL OPTION ELECTION; PRESENTING TO THE QUALIFIED VOTERS OF THE CITY OF TEXARKANA, TEXAS THE ISSUE OF “THE LEGAL SALE OF BEER AND WINE FOR OFF-PREMISE CONSUMPTION ONLY”; UNDER JOINT ELECTION AGREEMENT WITH BOWIE COUNTY, TEXAS TO PRESCRIBE THE TIME, PLACE, MANNER, AND FORM FOR THE HOLDING OF SAID ELECTION; PROVIDING INSTRUCTIONS FOR THE HOLDING OF SAID ELECTION IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND THE CHARTER AND ORDINANCES OF THE CITY OF TEXARKANA, TEXAS; DIRECTING THE CITY SECRETARY TO PROVIDE FOR TIMELY PRINTING OF BALLOTS; PROVIDING FOR EARLY JOINT VOTING; DIRECTING THAT POLLS BE OPENED FROM 7:00 A.M. TO 7:00 P.M. ON ELECTION DAY; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE OF THIS ELECTION; PROVIDING FOR CANVASS OF THE ELECTION RESULTS BY THE CITY COUNCIL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Secretary of the City of Texarkana, Texas received a petition request on June 24, 2014 from Texas Petition Strategies to call a Local Option Election, in accordance with Texas Election Code Section 501.021, for registered, qualified voters of Texarkana, Texas to vote on the issue of “**the legal sale of beer and wine for off-premise consumption only**” within the city limits of Texarkana, Texas; and

WHEREAS, Texas Petition Strategies presented 379 petitions of signatures to the City of Texarkana, Texas on July 12, 2014 and 379 petitions of signatures were submitted to Bowie County Elections Office Administrator, George Stegall, on July 14, 2014, who verified in writing on July 17, 2014, the required number of signatures needed for this issue to be placed on the November 4, 2014 ballot and;

WHEREAS, the number of signatures verified (3,077) exceeded the number of signatures needed (7,869 votes cast in the most recent Gubernatorial election x 35% = 2,755 signatures required) (3,077/2,755 = 111.6%) and exceeds the minimum requirement of state law, the City will proceed with a Local Option Election.

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

SECTION 1: That an election is hereby called and ordered to be held in the City of Texarkana, Texas, at the respective voting places listed in the Joint Election Agreement with Bowie County, Texas passed and approved by the City Council of Texarkana, Texas, Ordinance No. 2014-098 on August 11, 2014, and said joint election to be held on the **1st Tuesday in November 2014**, the same being the **4th day of November 2014**, for the purpose of voting to determine “**the legal sale of beer and wine for off-premise consumption only**” within the city limits of the City of Texarkana, Texas.

SECTION 2: That said election shall be held in accordance with the Joint Election Agreement with

Bowie County, Texas, laws of the State of Texas, the provisions of the Texas Election Code, and the Charter and Ordinances of the City of Texarkana, Texas.

SECTION 3: That the specimen ballot shall be made available for public inspection in the office of the City Secretary and on the bulletin board in the City Hall as soon as practicable after the official ballots have been prepared for the election, as required by Section 52.007, Texas Election Code.

SECTION 4: That the City Secretary be and is hereby ordered and directed to ensure that the official ballots are printed and on hand so that early voting by personal appearance may commence on **October 20, 2014**. All early balloting shall be conducted in accordance with Title 7 and other applicable portions of the Texas Election Code. Each qualified voter who desires to cast an early voting ballot and who is qualified in accordance with Chapter 82 of the Texas Election Code shall be entitled to an official early voting ballot and the right to cast such ballot. All completed early voting ballots voted by personal appearance must be in the hands of the City Secretary by 5:00 p.m. on **October 31, 2014**.

The deadline for receipt of applications for mail ballot shall be at 5:00 p.m. on **October 24, 2014** in the City Secretary's Office in accordance with Section 84.007 of the Texas Election Code. The deadline to receive ballots by mail shall be 7:00 p.m. on **November 4, 2014**, in the City Secretary's Office.

SECTION 5: That all polling places specified in the Joint Election Agreement with Bowie County, Texas, passed and approved by the City Council of Texarkana, Texas, Ordinance No. 2014-098 on August 11, 2014, shall be open for voting from 7:00 AM to 7:00 PM on Election Day, **November 4, 2014**.

SECTION 6: That the polling places for said election shall be as set forth in the Joint Election Agreement with Bowie County, Texas, passed and approved by the City Council of Texarkana, Texas, Ordinance No. 2014-098 on August 11, 2014,

SECTION 7: That the City Secretary shall give notice of this election by causing said notice to be published one time in the Texarkana Gazette, the official newspaper of the City. The said publication shall be not more than 30 days nor less than 10 days prior to **November 4, 2014**. Such publication meets the requirements set forth in Section 1 of Article V of the Charter of the City of Texarkana, Texas, and the requirement set forth in Texas Election Code, Section 4.003. The City Secretary shall attach the returned certificate of publication from the newspaper editor to the original of this Ordinance on file.

SECTION 8: That the City Council shall not canvass the returns, and declare the official results of the election any earlier than the eighth day and not later than the eleventh day after Election Day. The returns of the election shall be recorded in the Minutes of the City Council by vote totals "for" and vote totals "against" the issue of "**the legal sale of beer and wine for off-premise consumption only**" on the ballot.

SECTION 9: That, by approving and signing this Ordinance, the Mayor officially confirms as his action all matters recited in the Ordinance which by law come within his jurisdiction.

SECTION 10: 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 August, 2014.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

City of Texarkana, Texas

Version: F

Update Date: 7/9/2014 11:29 AM

Briefing Sheet

Lead Department: City Manager **Action Officer:** Pam Burns, Municipal Clerk
Subject: Resolution No. 2014-083 approving the creation of a Master Fee List for the
City of Texarkana, Texas permits and fees.
Briefing: 7/28/2014 **Public Hearing:** 7/28/2014 **Second Briefing:** August 11, 2014 **Council Vote:** 8/25/2014

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

With the recodification of the Code of Ordinances, the staff has been tasked to provide the fees and permit amounts to be included in a Master Fee List that can be placed on the City's website. This will remove all fees and permit amounts from our Code of Ordinances in order to better service the public. This will allow the public to go to the city website to find this information and remove it from our Code of Ordinances. Changing things in our Code of Ordinances is arduous and expensive. As a part of this process, the staff has included increases that reflect administrative and economic costs for current working situations. Including the cost of doing business in today's economy. These increases have been compare to other similar city fees and permits for a bench mark.

Potential Options:

Fiscal Implications:

Additional Revenue

Staff Recommendation:

Recommended by staff to keep a balance with rising costs.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

N/A

Advisory Board/Committee Meeting Date and Minutes:

N/A

Attachments

- a. Goals and Perspectives (DOCX)

City of Texarkana, Texas

- b. 2014-83 Master Fee List (DOC)
- c. FY15 Fees and Charges Version 20140724.pdf (PDF)

Staff Coordination

City Secretary	Jennifer Evans	Review	Completed	07/09/2014 11:49 AM
City Manager	John Whitson	Department Head Review	Completed	07/24/2014 6:19 PM
Finance Department	Charlie Bassett	Finance Review	Completed	07/25/2014 10:21 AM
Public Information Officer		Lisa Thompson	PIO Review	Completed 07/25/2014 10:25 AM
City Manager	John Whitson	City Manager Review	Completed	07/25/2014 10:43 AM
City Council	Pam Burns	Meeting	Pending	

Meeting History

07/14/14	City Council	MOVED FORWARD	Next: 07/28/14
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City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

NONE

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. 2014-083

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEXARKANA, TEXAS, APPROVING THE CREATION OF A
MASTER FEE LIST FOR THE CITY'S WEBSITE UNDER THE
DIRECTION OF THE CITY MANAGER; AND ESTABLISHING
AN EFFECTIVE DATE.**

WHEREAS, with the forthcoming recodification of the City of Texarkana, Texas Code of Ordinances, the staff has been tasked to provide the fees and permit amounts to be included in a Master Fee List that can be placed on the City's website for the convenience of the citizens; and

WHEREAS, as a part of that process, the staff, with comparison studies, has included increases in areas that reflect administrative and economic costs for current working situations in today's economy; and

WHEREAS, due to the expense and the arduous process for changing the Code of Ordinances, it is deemed in the best interest of the public to remove all references to the fees and permit amounts to one central location, under the City Manager's direction, to be posted on the City's website, effective October 1, 2014, as a Master Fee List (Exhibit "A");

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

SECTION 1: That in the best interest of the citizens and the public resources, the City of Texarkana, Texas Master Fee List (Exhibit "A") is hereby approved as presented and made effective October 1, 2014.

SECTION 2: That the City Manager shall direct the process of collection for the fees and permit amounts listed in the City's Master Fee List which shall be posted on the City's website.

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 August, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2014-83 Master Fee List [Revision 3] (1141 : Res. No. 2014-083 Master Fee List Approval)

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
1	Extraordinary Event Cost Recovery Fee	\$0.00			An invoice may be sent by the City to any individual, organization or entity to recapture the cost of staff time, materials and supplies, and other costs related to an event, item or activity which is not considered a service provided to the general population in the normal and ordinary course of the City's operation.	All Departments/Offices		
2	Returned Checks	\$25.00	\$30.00	Each check	NSF –Non-Sufficient Funds	All Departments/Offices		
3	Coin Operated Machine Permit	\$15.00	\$15.00	Per Coin Operated Machine	Maximum \$100.00	City Secretary	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
4	Special Event Permit	\$0.00	\$0.00			Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
5	Daily Special Event Permit	\$0.00	\$0.00			Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
6	Transient Dealer Precious Metal Permit	\$250.00	\$250.00	Each	For 30 Days	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
7	Alcoholic Beverage Permit: Beer Off-Premise	\$0.00	\$30.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
8	Alcoholic Beverage Permit: Wine & Beer Off-Premise	\$0.00	\$30.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
9	Alcoholic Beverage Permit: Beer On-Premise	\$0.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
10	Alcoholic Beverage Permit: Wine & Beer Retailer	\$0.00	\$87.50	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
11	Alcoholic Beverage Permit: Wine & Beer Retailer On-Premise Late Hours	\$0.00	\$125.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
12	Alcoholic Beverage Permit: Package Store	\$0.00	\$250.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
13	Alcoholic Beverage Permit: Wine Only Package Store	\$0.00	\$37.50	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
14	Alcoholic Beverage Permit: General Class B Wholesaler	\$0.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
15	Alcoholic Beverage Permit: Importer's License	\$0.00	\$10.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
16	Alcoholic Beverage Permit: Importer's Carrier's License	\$0.00	\$10.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
17	Alcoholic Beverage Permit: Beer Manufacturer's License	\$0.00	\$375.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
18	Alcoholic Beverage Permit: Brewer	\$0.00	\$750.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
19	Alcoholic Beverage Permit: Local Distributor (to sell to private clubs)	\$0.00	\$50.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
20	Alcoholic Beverage Permit: Branch Distributor	\$0.00	\$37.50	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
21	Alcoholic Beverage Permit: Wholesaler	\$0.00	\$937.50	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
22	Alcoholic Beverage Permit: Public Storage	\$0.00	\$50.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
23	Alcoholic Beverage Permit: Beverage Cartage	\$0.00	\$10.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
24	Alcoholic Beverage Permit: Private Carrier	\$0.00	\$15.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
25	Alcoholic Beverage Permit: Package Store Tasting	\$0.00	\$12.50	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
26	Alcoholic Beverage Permit: Mixed Beverage Restaurant	\$0.00	\$375.00	Each	Bi-Annual Permit at same time as state permit application/renewal (collect 3rd year and after issuance of license)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
27	Alcoholic Beverage Permit: Mixed Beverage Late Hours	\$0.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
28	Open Records Information: Copies (letter & legal)	\$0.10	\$0.10	Per Page		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
29	Open Records Information: Copies over 50 pages	\$0.10	\$0.10	Per Page	Plus Labor charge prorated and overhead charge	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
30	Open Records Information: Copies (Oversize 11" x 17")	\$0.50	\$0.50	Each		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
31	Open Records Information: Computer	\$0.10	\$0.10	Per Page		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
32	Open Records Information: Diskette	\$1.00	\$1.00	Each		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
33	Open Records Information: VHS video	\$2.50	\$2.50	Each		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
34	Open Records Information: Audio Cassette	\$1.00	\$1.00	Each		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
35	Open Records Information: CD	\$1.00	\$1.00	Per clock hour		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
36	Open Records Information: Maps/D Size	\$2.00	\$2.00	Sheet paper		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
37	Open Records Information: Maps/D Size	\$3.00	\$3.00	Sheet film		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
38	Open Records Information: Maps/E Size	\$3.00	\$3.00	Sheet paper		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
39	Open Records Information: Maps/E Size	\$4.00	\$4.00	Sheet film		Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
40	Open Records Information: Other				Note: Any other charges for public information not listed will be as defined in Chapter III, Subchapter C of the Texas Administrative Code. When applicable, labor cost will be added to open records requests and will be billed at \$15/hour plus a 20% overhead charge.	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
41	Dog & Cat Registration	\$0.00	\$0.00	Per Pet		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3971
42	Dog & Cat Late Registration or Fail to Register	\$0.00	\$25.00	Per Pet		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3971
43	Birth Certificates	\$23.00	\$23.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
44	Death Certificates	\$21.00	\$21.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
45	Death Certificates (additional copies)	\$4.00	\$4.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
46	Abstract Poly Envelope	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
47	Long Poly Envelope	\$3.00	\$3.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
48	Mail Request: Shipping & Handling Fee	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
49	Credit/debit card payment	\$2.50	\$2.50	Each Transaction	In Addition to certificate fees	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
50	Garage Sale Permit	\$5.00	\$5.00	Each	3-day/max 2 per year	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
51	Estate Sale	\$20.00	\$20.00	Each	3-days/Max 2 per year	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
52	Itinerate Vendor Permit	\$20.00/\$5.00	\$100.00	Each	\$10.00 each additional permit for same sales group. 1-year permit	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
53	Incident Report Copies	\$2.00	\$5.00	Per Report	Fire Department calls only	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
54	Fire Inspection Service: Nursing Home	\$0.00	\$150.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
55	Fire Inspection Service: Day Care	\$0.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
56	Fire Inspection Service: Group Home	\$0.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
57	Fire Inspection Service: Hospital	\$0.00	\$350.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
58	Fire Inspection Service: First Re-Inspection	\$0.00	\$50.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
59	Fire Inspection Service: Each Subsequent Re-Inspection	\$0.00	\$100.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
60	Fire Inspection Service: After Hours Inspection (Minimum 2 hr.)	\$0.00	\$75.00	Per hour		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
61	Water Fill / Truck Only	\$0.00	\$25.00	Per Order		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
62	Fire Inspection Service: Home Safety Inspection	\$0.00	No Charge			Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
63	Fire Inspection Service: Foster Home Inspection	\$0.00	No Charge			Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
64	Permit: Fire Alarm Commercial	\$0.00	\$100.00	Annual Fee		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
65	False Alarm Fee Commercial	\$0.00	0- \$75.00	Each alarm	1-3 alarms N/C 4-6 alarms (per occurrence) \$50 7 or more alarms (per occurrence) \$ 75 Per 12-month period	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
66	Permit: Fire Alarm Residential	\$0.00	\$50.00	Annual Fee		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
67	False Alarm Fee Residential	\$0.00	0 - \$45.00	Each alarm	1-3 alarms N/C 4-6 alarms (per occurrence) \$35 7 or more alarms (per occurrence) \$ 45 Per 12-month period	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
68	Permit: Fixed Fire Extinguishing System	\$0.00	\$75.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
69	Permit: Sprinkler/Standpipe	\$0.00	\$75.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
70	Permit: Installation/Removal of UST's	\$0.00	\$100.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
71	Permit: Open Burning (not recreational)	\$0.00	\$1,000.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
72	Permit: Recreational Burning	\$0.00	\$50.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
73	Permit: Fireworks	\$0.00	\$100.00	Each		Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
74	Response: Hazardous Materials	100.00%	110.00%	Replacement	Current Replacement cost of materials used	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
75	Response: Technical Rescue	100.00%	110.00%	Replacement	Current Replacement cost of materials used	Fire Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3994
76	Inspection Service: Pool (each body of water)	\$100.00	\$100.00	Annual Fee		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
77	Inspection Service: Pool Late Fee (each body of water)	\$50.00	\$50.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
78	Inspection Service: Pool 1st Re-inspection (each body of water)	\$0.00	\$100.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
79	Inspection Service: Pool Subsequent Re-inspections (each body of water)	\$0.00		Each	Increasing in \$100.00 increments for each additional re-inspection	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
80	Inspection Service: Pool Complaint (each body of water)	\$50.00	\$50.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
81	Inspection Service: Pool Reinstatement (each body of water)	\$100.00	\$100.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
82	Health Service Inspection: Food Service w/1-5 employees	\$275.00	\$275.00	Annual Fee		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
83	Health Service Inspection: Food Service w/6-10 employees	\$300.00	\$300.00	Annual Fee		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
84	Health Service Inspection: Food Service w/11 or more employees	\$325.00	\$325.00	Annual Fee		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
85	Health Service Inspection: Food Service each Public & Private School	\$275.00	\$275.00	Annual Fee		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
86	Health Service Inspection: Food Service for each Non-Profit	\$275, \$300, \$325	\$75.00	Annual Fee	Complaint Inspection, reinstatement & re-inspection fees apply	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
87	Health Service Inspection: Day Care Food Service	\$100.00	\$100.00	Annual Fee	Per Day Care	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
88	Health Service Inspection: Day Care Non-Food Service	\$50.00	\$50.00	Annual Fee	Per Day Care	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
89	Health Service Inspection: Foster Home	\$100.00	\$40.00	Bi-annual		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
90	Health Service Inspection: Adoption	\$100.00	\$40.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
91	Health Service Inspection: Temporary Event	\$50.00	\$50.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
92	Health Service Inspection: Seasonal Permit	\$200.00	\$100.00	Each	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
93	Health Service Inspection: Mobile Food Unit	\$100.00	\$200.00	Annual Fee	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
94	Health Service Inspection: Late fee	\$100.00	\$100.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
95	Health Service Inspection: Complaint Inspection	\$50.00	\$50.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
96	Health Service Inspection: 1st Re-inspection	\$75.00	\$100.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
97	Health Service Inspection: Subsequent Re-inspections	\$0.00		Each	Increasing in \$100.00 increments for each additional re-inspection	Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
98	Health Service Inspection: Reinstatement	\$150.00	\$150.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
99	Health Service Inspection: Duplicate Permit	\$20.00	\$20.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
100	Copy: Texas Food Establishment Rules (picked up)	\$8.00	\$25.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
101	Copy: Texas Food Establishment Rules (mailed)	\$10.00	\$30.00	Each		Environmental Services Unit	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3263
102	Immunization: Child Administrative Fee	\$12.00	\$12.00	Per Visit	No Family Maximum - No charge for Texas Medicaid Children	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
103	Immunization: Adult Administrative Fee	\$15.00	\$15.00	Per Visit		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
104	Copy: Shot Record	\$2.00	\$2.00	Each		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
105	Immunization: Private Purchase Flu vaccine	\$20.00	\$20.00	Per Shot	Price subject to change	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
106	Immunization: Private Purchase Pneumonia vaccine	\$75.00	\$75.00	Per Shot	Price subject to change	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
107	Health Service: Pregnancy Testing	\$10.00	\$10.00	Limited basis	Further Assistance Available	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
108	Health Service: Tuberculosis Skin Test for Employment	\$15.00	\$15.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
109	Health Service: Health Card Renewal	\$10.00	\$10.00	Per Card		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
110	Health Service: Blood Sugar (Finger Stick)	\$10.00	\$10.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
111	Notary Fee	\$5.00	\$5.00	Per Service		Human Resources Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3917

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
112	Residential Building Permit (Base) - New Single Family, Duplex Dwelling, or Manufactured Home Up to and including 1,200 Square Feet	\$10+\$4 per add thousand	\$500.00	Per Dwelling	Gross floor area served by either mechanical, plumbing or electrical systems and suitable for occupant's use within the inside perimeter of the exterior walls--to include garages, corridors, stairs, closets or other features, such as decks, porches, walk up attics, basements or bonus rooms	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
113	Residential Building Permit (Variable) - New Single Family, Duplex Dwelling, or Manufactured Home Over 1,200 Square Feet (Base + Variable)	\$10 +\$4 per add thousand	\$0.25	Per square foot over 1,200 SF	Gross floor area served by either mechanical, plumbing or electrical systems and suitable for occupant's use within the inside perimeter of the exterior walls--to include garages, corridors, stairs, closets or other features, such as decks, porches, walk up attics, basements or bonus rooms	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
114	Residential Building Permit - Additions (bedrooms, bathrooms, screened porch, sunrooms, and etc...) up to and including 400 square feet	\$10 +\$4 per add thousand	\$240.00	Per Addition		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
115	Residential Building Permit (Base) - Additions (bedrooms, bathrooms, screened porch, sunrooms, and etc...) exceeding 400 square feet up to an including 1,200 square feet	\$10 +\$4 per add thousand	\$500.00	Per Addition		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
116	Residential Building Permit (Variable) - Additions (bedrooms, bathrooms, screened porch, sunrooms, and etc...) exceeding 400 square feet up to an including 1,200 square feet (Base + Variable)	\$10 +\$4 per add thousand	\$0.25	Per square foot over 1,200 SF		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
117	Residential Building Permit (Base) - Attached Accessory Structure (decks, garage, open porch, and etc.) (Base + Variable)	\$10 +\$4 per add thousand	\$75.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
118	Residential Building Permit (Variable) - Attached Accessory Structure (decks, garage, open porch, and etc.) (Base + Variable)	\$10 +\$4 per add thousand	\$0.25	Per Square Foot per trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
119	Residential Building Permit (Base) - Detached Accessory Structure (shed, garage of 144 SF or more) (Base + Variable)	\$8.50-\$150.00	\$75.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
120	Residential Building Permit (Variable) - Detached Accessory Structure (shed, garage of 144 SF or more) (Base + Variable)	\$10 +\$4 per add thousand	\$0.25	Per Square Foot per trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
121	Residential Building Permit - Alteration, Change Out or Individual Trade	\$8.50-\$25.00	\$75.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
122	Residential Building Permit - Electrical or Gas Utility (optional)	\$30.00	\$75.00	Each Trade	Temporary Power or Mechanical	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
123	Residential Building Permit (Base) - Modular Unit & Dwelling Moved On (Base + Variable)	\$8.50-\$100.00	\$75.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
124	Residential Building Permit (Variable) - Modular Unit & Dwelling Moved On (Base + Variable)	\$10 +\$4 per add thousand	\$0.25	Per Square Foot		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
125	Residential Building Permit - Multi-Family Dwelling (units available for individual ownerships)	\$10 +\$4 per add thousand	\$450.00	Per Living Unit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
126	Residential Re-Inspection Fee	\$5.00	\$25.00	All Trades		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
127	Non-Residential Building Permit: Cost of Construction up to \$2,500	\$5 - \$10	\$150.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
128	Non-Residential Building Permit: Cost of Construction \$2,501 - \$7,500	\$10+\$4 per add thousand	\$200.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
129	Non-Residential Building Permit: Cost of Construction \$7,501 - \$15,000	\$10 +\$4 per add thousand	\$300.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
130	Non-Residential Building Permit: Cost of Construction \$15,001 - \$25,000	\$62+\$3 per add thousand	\$400.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
131	Non-Residential Building Permit: Cost of Construction \$25,001 - \$50,000	\$62+\$3 per add thousand	\$650.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
132	Non-Residential Building Permit: Cost of Construction \$50,001 - \$100,000	\$167+\$2.50 add thousand	\$1,300.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
133	Non-Residential Building Permit: Cost of Construction \$100,001 - \$200,000	\$292+\$2 add thousand	\$2,600.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
134	Non-Residential Building Permit: Cost of Construction \$200,001 - \$350,000	\$292+\$2 add thousand	\$4,000.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
135	Non-Residential Building Permit: Cost of Construction \$350,001 - \$500,000	\$292+\$2 add thousand	\$5,500.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
136	Non-Residential Building Permit: Cost of Construction \$500,001 - \$750,000	\$1092+\$1.50 add thousand	\$7,500.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
137	Non-Residential Building Permit (Base): Cost of Construction \$750,001 - \$1,000,000	\$1092+\$1.50 add thousand	\$9,500.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
138	Non-Residential Building Permit (Variable): Cost of Construction over \$1,000,000 (Base + Variable)	\$1092+\$1.50 add thousand	0.18%	All Cost over \$1,000,000	\$9,500 + 0.18% (.0018)	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
139	Application Plan Review Fee: Residential	\$0.00	\$75.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
140	Application Plan Review Fee: Non-Residential	\$0.00	\$300.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
141	Residential: Re-Review Plan or Change	\$0.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
142	Non-Residential: Re-Review Plan or Change	\$0.00	\$150.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
143	Residential: Re-Inspection Fee	\$5.00	\$50.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
144	Non-Residential: Re-Inspection Fee	\$5.00	\$75.00	Each Trade		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
145	Inspections Outside City Limits - Inside ETJ	\$45.00	\$150.00	Each	Per Request from owner/contractor	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
146	Residential Irrigation Fee (Permit Only)	\$0.00	\$75.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
147	Non-Residential: Irrigation Fee	\$0.00	\$150.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
148	Demolition Permit	\$10.00	\$150.00	Each	Performance Bond/cashiers check Required	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
149	Non-Residential: Temporary Electrical Power	\$30.00	\$75.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
150	Work Performed without Permit	Double Fee		Each	Double Fee	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
151	Record Retrieval	\$0.00	\$60.00	Each Request	Pulling closed files, plans and etc...	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
152	Replacement of Certificate of Occupancy Card	\$0.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
153	Re-stamp Previously Approved Plans	\$0.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
154	Permit Renewal of Expired Plans	\$0.00	0.25%	Each	.25% of original permit fee	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
155	Failure to Pick-up Permit within 60 days of Approval	\$0.00			Forfeit Fees	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
156	Refund Fee for Non-expired Permits	\$0.00	\$75.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
157	Refund Fee for Expired Permits	\$0.00			Forfeit Fees	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
158	Weekend/After Office Hours Inspection Fee	\$0.00	\$75.00	Per Hour	Minimum of 3 hours	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
159	Miscellaneous Inspection	\$0.00	\$75.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
160	Construction or Work Site Trailer	\$10.00	\$250.00	Per Trailer	Includes piers, tie-downs, steps, decks, electrical, plumbing, and mechanical	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
161	Minimum Inspection Miscellaneous Permit Fee	\$0.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
162	Builders & Mechanical Contractors (Plumbing, Electric, HVAC) Registration Fee	\$0.00	\$30.00	One time	Expiration or cancellation of license or insurance re-registration is \$30	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
163	Driveway Permit	\$10.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
164	Swimming Pool Permit	\$10+\$4 per add thousand	\$125.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
165	Tent Permit	\$10.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
166	Sign Permit (Base) up to 30 Square Feet	\$10+\$4 per add thousand	\$120.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
167	Sign Permit (Variable) over 30 Square Feet	\$10+\$4 per add thousand	\$4.00	Per Square Foot	Base + Variable (for each SF over 30 SF)	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
168	Sign Permit-Banner	\$10.00	\$10.00	Each	or \$100 per year for one banner sign per month	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9312
169	Sign Permit Promotional/Grand Opening	\$30.00	\$75.00	Each	Maximum Promotional 90 days; Grand Opening two weeks	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9313
170	Billboard/Off Premise advertising sign	\$0.00	\$500.00	Per Year		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
171	Cell Tower Permit	\$0.00	\$650.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
172	Co-location Antenna on Cell Tower Permit	\$0.00	\$100.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
173	Basic Electrical Rough-In or General Repairs Permit (up to 4 circuits)	\$8.50	\$20.00	Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
174	Additional Electrical Rough-In or General Repairs Permit (5 – 16 circuits) (Basic + Additional)	\$1.00	\$2.00	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
175	Additional Electrical Rough-In or General Repairs Permit (More than 16 circuits) (Basic + Additional 1 + Additional 2)	\$0.75	\$1.50	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
176	Restore/Repair Electrical Service Permit (100 amp)	\$7.00	\$17.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
177	Restore/Repair Electrical Service Permit (200 amp)	\$8.50	\$18.50	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
178	Restore/Repair Electrical Service Permit (400 amp)	\$12.50	\$22.50	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
179	Restore/Repair Electrical Service Permit (600 amp)	\$15.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
180	Restore/Repair Electrical Service Permit (Greater than 600 amp)	\$25.00	\$35.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
181	Other General Electrical Repair Permit	\$7.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
182	Electric Power Permit for Sign	\$8.50	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
183	Placement of Temporary Pole for Electrical Power Permit	\$5.00	\$15.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
184	Appeal Concerning Electrical Code Filing Fee	\$0.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
185	Plumbing Permit Water (Installation or Replacement of Fixtures, Water Heater, Foot Spa, and etc.... Including general repair of water system)	\$4.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
186	Plumbing Permit: Sewer Line or Tap	\$10.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
187	Plumbing Permit Gas (Basic) (up to 4 openings)	\$4.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
188	Plumbing Permit Gas (Additional) (Greater than 4 openings) (Basic + Additional)	\$0.50	\$1.00	Each (over 4)		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
189	Plumbing Permit Irrigation: PRZ installation	\$4.00	\$10.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
190	Plumbing Permit Irrigation (Basic) (1-5 heads)	\$4.00	\$8.00	Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
191	Plumbing Permit Irrigation (Additional) (More than 5 heads) (Basic + Additional)	\$0.30	\$0.60	Each Additional Head		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
192	Plumbing Permit Miscellaneous (Backflow, Grease Trap, Sand/Oil Separator and etc...)	\$4.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
193	HVAC Permit: Residential Air Installation/Replacement	\$12.50	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
194	HVAC Permit: Commercial Air Installation/Replacement (Basic) (100 Tons or less) (Minimum \$25)	\$0.60	\$1.20	Per Ton		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
195	HVAC Permit: Commercial Air Installation/Replacement (Additional) (over 100 Tons) (Basic + Additional)	\$0.30	\$0.60	Per Ton over 100 Tons		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
196	HVAC Permit: Commercial Heat (33,000 - 165,000 BTU)	\$6.00	\$12.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
197	HVAC Permit: Commercial Heat (165,001 - 330,000 BTU)	\$12.00	\$24.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
198	HVAC Permit: Commercial Heat (330,001 - 1,165,000 BTU)	\$18.00	\$36.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
199	HVAC Permit: Commercial Heat (1,165,001 - 3,300,000 BTU)	\$30.00	\$60.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
200	HVAC Permit: Commercial Heat (over 33,300,000 BTU)	\$42.00	\$84.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
201	Library Membership Texarkana AR/TX Residents	\$0.00	\$0.00	Each		Library	600 West 3 rd Street	903-794-2149
202	Library Membership Non-Texarkana Resident	\$20.00	\$20.00	Annual Fee		Library	600 West 3 rd Street	903-794-2149
203	Library Overdue Fines (Books and Compact Discs)	\$0.25	\$0.25	Per Calendar Day	Up to the cost of the book or compact discs. Return stops the fine accumulation.	Library	600 West 3 rd Street	903-794-2149
204	Library Overdue Fines (Videos, DVD or Playaway)	\$2.00	\$2.00	Per Calendar Day	Until the return, up to the cost of the videos, DVD or Playaway	Library	600 West 3 rd Street	903-794-2149
205	Library card replacement	\$1.00	\$1.00	Per Replacement	Lost unexpired library card	Library	600 West 3 rd Street	903-794-2149
206	Library: Ear buds	\$1.00	\$1.00	Per Set		Library	600 West 3 rd Street	903-794-2149
207	Library: Memory Sticks (flash drive)	\$5.00	\$5.00	Per Drive		Library	600 West 3 rd Street	903-794-2149
208	Library Bag (Plastic)	\$0.50	\$0.50	Per Bag		Library	600 West 3 rd Street	903-794-2149
209	Library Bag (Canvas)	\$7.50	\$7.50	Per Bag		Library	600 West 3 rd Street	903-794-2149
210	Library: Use of Typewriter	\$0.50	\$0.50	Per 1/2 Hour		Library	600 West 3 rd Street	903-794-2149
211	Library: Case Replacement	\$1.00	\$1.00	Per Case		Library	600 West 3 rd Street	903-794-2149
212	Library: Due Date Card Replacement	\$1.00	\$1.00	Per Card		Library	600 West 3 rd Street	903-794-2149
213	Library: Photo copies (B&W)	\$0.15	\$0.15	Per Page		Library	600 West 3 rd Street	903-794-2149
214	Library: Photo copies (Color)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
215	Library: Texas Notary	\$1.00	\$1.00	Per Service		Library	600 West 3 rd Street	903-794-2149
216	Library: Fax Service Receiving	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
217	Library: Fax Service Sending (local)	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
218	Library: Fax Service Sending (long distance)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
219	Library: Lamination				Inquire at Circulation Desk	Library	600 West 3 rd Street	903-794-2149
220	Library: David Nelson Meeting Room Rental	\$75.00	\$75.00	Per Rental	Non-Profit Organizations Exempt	Library	600 West 3 rd Street	903-794-2149
221	Municipal Court Technology Fees	\$4.00	\$4.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3551
222	Municipal Court Building Security Fees	\$3.00	\$3.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3551
223	Municipal Court Warrant Fee	\$50.00	\$50.00	Per Warrant		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3551

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
224	Park Pavilion Rental (Half Day)	\$10.00	\$15.00	Per Rental	8:00 AM - 2:45 PM or 3:00 PM to 10:00 PM	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
225	Park Pavilion Rental (All Day)	\$20.00	\$25.00	Per Rental		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
226	Ball Field Rental - Practice Game	\$15.00	\$20.00	Per Game		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
227	Ball Field Rental - Tournaments 1 Field	\$75.00	\$100.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
228	Ball Field Rental - Tournaments 2 Fields	\$150.00	\$175.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
229	Ball Field Rental - Tournaments 3 Fields	\$200.00	\$250.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
230	Ball Field Rental - Tournaments 4-5 Fields	\$250.00	\$300.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
231	Collins Senior Center Activity Room	\$0.00	\$75.00	Per Event		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
232	Collins Senior Center Meeting Room	\$0.00	\$25.00	Each Rental		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
233	Southwest Center Multipurpose Room (GYM) Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
234	Southwest Center Multipurpose Room (GYM) Rental	\$150.00	\$150.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
235	Southwest Center Multipurpose Room (GYM) Rental	\$250.00	\$275.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
236	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
237	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
238	Southwest Center ABC Room Rental	\$75.00	\$75.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
239	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
240	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
241	Southwest Center Game/Activity Room Rental	\$50.00	\$50.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
242	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
243	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
244	Southwest Center Room A Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
245	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
246	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
247	Southwest Center Room B Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
248	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
249	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
250	Southwest Center Room C Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
251	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
252	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
253	Southwest Center Room D Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
254	Application for Zoning Change (Base Fee) (Base + Variable)	\$90.00	\$250.00	Per Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
255	Application for Specific Use Permit (Base Fee) (Base + Variable)	\$90.00	\$250.00	Per Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
256	Application for Site Plan approval (Base Fee) (Base + Variable)	\$90.00	\$250.00	Per Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
257	Application for Site Plan Amendments (Base Fee) (Base + Variable)	\$90.00	\$250.00	Per Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
258	Specific Use Permit Renewal (Base Fee) (Base + Variable)	\$90.00	\$100.00	Per Permit		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
259	Application fee for Amendment to Zoning Ordinance	\$0.00	\$250.00	Per Amendment		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
260	Variances Requests (ZBA)(Base Fee) (Base + Variable)	\$60.00	\$150.00	Per Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
261	Historic District Certificate of Appropriateness	\$0.00	\$75.00	Per Applicant		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
262	Subdivision Plats – preliminary (Base Fee) (Base + Variable Deposit)	\$0.00	\$100.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
263	Subdivision Plats – final (Base Fee) (Base + Variable Deposit)	\$0.00	\$200.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
264	Subdivision Plats – re-approval (Base Fee) (Base + Variable Deposit)	\$0.00	\$100.00	Per Re-approval		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
265	Subdivision Replats (Base Fee) (Base + Variable Deposit)	\$0.00	\$100.00	Per Replat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
266	Subdivision Plat – amendments (Base Fee) (Base + Variable Deposit)	\$0.00	\$100.00	Per Amendment		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
267	Subdivision Minor Plats (Base Fee) (Base + Variable Deposit)	\$0.00	\$50.00	Per Minor Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
268	Deposit for Variable Fees	\$0.00	\$200.00	Per Application	(Variable costs include the costs such as advertising, mailing notices, sign manufacturing and posting and etc...) Unused deposit will be returned to petitioner once the final decision is rendered. If variable costs exceed the deposit amount the difference is required to be paid in full prior to issuance of the permit or other required document	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
269	Zoning Verification Document	\$0.00	\$25.00	Each		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
270	Voluntary Annexation Application Fee	\$0.00	\$500.00	Each Application		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
271	Street Name Change Application Fee	\$0.00	\$500.00	Per request	Additional cost for new signage	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
272	Street Closed ROW Abandoned Application Fee	\$0.00	\$2,000.00	Per request	Quit claim deeds and any legal work will be applicant's responsibility	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
273	Utility Easement Abandonment Application Fee	\$0.00	\$500.00	Per request	Quit claim deeds and any legal work will be applicant's responsibility	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
274	Central Records and Communications	\$10.00	\$10.00	Per Copy or 911 Recording		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
275	Police: Accident Report	\$5.00	\$5.00	Copy of Report	Front and back pages	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
276	Police: Offense Report	\$5.00	\$5.00	Copy of Report	Front page only	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
277	Police: Criminal History	\$10.00	\$10.00	Each	Must show two forms of ID	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
278	Police: Certification of any Report	\$5.00	\$5.00	Each	Added to the cost of the report	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
279	Burglar Alarm Permits – Residential	\$20.00	\$35.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
280	Burglar Alarm Permits – Commercial	\$20.00	\$75.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
281	Burglar Alarm Permits -- late renewal (30 days or less late)	\$20.00	\$20.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
282	Burglar Alarm Permits -- late renewal (more than 30 days late)	\$20.00	\$40.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
283	False Alarm Fees	\$50.00	\$50.00	Each alarm	Per alarm after 6 alarms in any 12 month period	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
284	Wrecker Permits	\$20.00	\$20.00	Per wrecker	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
285	Vehicle Storage Facility	\$50.00	\$50.00	Per facility	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
286	Taxi Permits	\$40.00	\$40.00	Per taxicab	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
287	Sexually Oriented Business	\$400.00	\$400.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
288	Youth Club/Dance Hall Permit	\$100.00	\$100.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
289	Water Service Connection	\$10.00	\$10.00	Each	Water Service Initiation	TWU	801 Wood Street	903-798-3800
290	Water Meter Disconnect	\$10.00	\$10.00	Each	Discontinue Service	TWU	801 Wood Street	903-798-3800
291	Water Service Transfer	\$20.00	\$20.00	Each		TWU	801 Wood Street	903-798-3800
292	Late Service Charge – Non-Payment	10%	10%	On billed amount	If not paid by Due Date	TWU	801 Wood Street	903-798-3800
293	After Hours Service Call to reinstate water service	\$25.00	\$25.00	Each		TWU	801 Wood Street	903-798-3800
294	Non Payment Service Charge	\$20.00	\$35.00	Each	if not paid by disconnect date	TWU	801 Wood Street	903-798-3800
295	Water meter reread initiated by Customer	\$10.00	\$10.00	Each	No charge if initiated by TWU	TWU	801 Wood Street	903-798-3800
296	Water meter testing initiated by Customer	\$30.00	\$30.00	Each	Meters two inches & smaller	TWU	801 Wood Street	903-798-3800
297	Water meter testing initiated by Customer	Cost Plus 10%	\$150-Cost Plus 10%	Each	Meters larger than two inches	TWU	801 Wood Street	903-798-3800
298	Water meter Tampering	\$35.00	\$35.00	Each		TWU	801 Wood Street	903-798-3800
299	Unauthorized Water Connection Inserted	\$35.00	\$35.00	Each		TWU	801 Wood Street	903-798-3800
300	Water meter Fees – 5/8" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
301	Water meter Fees – 1" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
302	Water: Single Register 2" (irrigation)	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
303	Inspection/Tapping Fee for Water Main	\$25.00	\$25.00	Each		TWU	801 Wood Street	903-798-3800

Item Number	SERVICE/PERMIT	CURRENT RATE	FY15 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
304	Bacteriological testing of water samples	\$20.00	\$20.00	Each		TWU	801 Wood Street	903-798-3800
305	Sanitary Sewer Availability Fee	\$0.00	\$25.00	Monthly	Non-Connection when Sewer Connection is available to the property	TWU	801 Wood Street	903-798-3800
306	Sewer Surcharge -- Excessive Strength Wastes	\$0.10	\$0.10	TSS per pound		TWU	801 Wood Street	903-798-3800
307	Sewer Surcharge -- Excessive Strength Wastes	\$0.25	\$0.25	BOD per pound		TWU	801 Wood Street	903-798-3800
308	Industrial Wastewater Discharge Permit	\$300.00	\$300.00		Significant Discharger	TWU	801 Wood Street	903-798-3800
309	Industrial Wastewater Discharge Permit	\$200.00	\$200.00		Minor Discharger	TWU	801 Wood Street	903-798-3800
310	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Commercial Discharger	TWU	801 Wood Street	903-798-3800
311	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Intermittent Discharger	TWU	801 Wood Street	903-798-3800
312	Industrial Wastewater Discharge Permit	\$100.00	\$100.00		Transported Discharger	TWU	801 Wood Street	903-798-3800
313	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Non-Discharge	TWU	801 Wood Street	903-798-3800
314	Delivery of Non-Domestic Waste to POTW Treatment Plant	\$0.10	\$0.10	Per Gallon		TWU	801 Wood Street	903-798-3800
315	Temporary Wastewater Discharge Permit	\$50.00	\$50.00			TWU	801 Wood Street	903-798-3800
316	Metered Discharge Treatment	\$0.05	\$0.05	Per Gallon		TWU	801 Wood Street	903-798-3800
317	Liquid Waste Transport Permit	\$50.00	\$50.00			TWU	801 Wood Street	903-798-3800
318	Septic Waste Dumping	\$35.00	\$50.00	Per 1,000 Gallons	Per Volume of Tank	TWU	801 Wood Street	903-798-3800
319	Delivery of Non-Domestic Waste to POTW Treatment Plant	\$0.10	\$0.10	Per Gallon		TWU	801 Wood Street	903-798-3800
320	Septic Waste Manifest Books	\$12.00	\$12.00	Each		TWU	801 Wood Street	903-798-3800
321	Non-Residential Backflow Prevention Assembly Device	\$50.00	\$50.00	Per Year		TWU	801 Wood Street	903-798-3800
322	Backflow Assembly Text Booklet	\$6.00	\$6.00	Each		TWU	801 Wood Street	903-798-3800
323	Sales: Screened Compost	\$10.00	\$10.00	Per Cubic Yard		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860
324	Sales: Screened Compost	\$2.00	\$2.00	Per bag (1-Cubic Foot)		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860
325	Sales: Unscreened Compost	\$5.00	\$5.00	Per Cubic Yard		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860
326	Sales: Wood Chips	\$8.00	\$8.00	Per Cubic Yard		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860
327	Sales: Wood Chips	\$1.00	\$1.00	Per Bag (2-Cubic Foot)		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860
328	Sales: Leaf Mulch	\$10.00	\$10.00	Per Cubic Yard		South Regional Wastewater Treatment Plant	4000 South State Line Ave	903-798-3860

City of Texarkana, Texas

Version: C

Update Date: 7/5/2014 1:20 PM

Briefing Sheet

Lead Department: Public Works **Action Officer:** Debbie Burk,
Ordinance No. 2014-085 establishing a ninety (90) day Moratorium on the
Subject: processing and approval of applications for the placement of "Off-Premise
Signs" (Standard or CEVMS Billboards).

Briefing: 7/28/2014 **Public Hearing:** 7/28/2014 **Second Briefing:** **Council Vote:** 8/11/2014

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

Not applicable.

Executive Summary and Background Information:

The City Council has directed the Planning Department to place a moratorium on any approval of permits for the placement of any off-premise signage (standard or CEVMS billboards) until an amendment for the sizing and location of these type signs throughout our city can be recommended by the Planning and Zoning Commission.

Potential Options:

- To approve the moratorium to give time for recommended amendment on this issue.
- To deny the moratorium and the current ordinance and permitting process will remain in place.

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends for approval of the moratorium to allow time for the Planning and Zoning Commission to consider amending off-premise signage rules and regulations pertaining to the size and location for this type signage.

Advisory Board/Committee Review:

Planning and Zoning Commission.

Board/Committee Recommendation:

Not applicable at this time.

Advisory Board/Committee Meeting Date and Minutes:

City of Texarkana, Texas

Not applicable.

Attachments

- a. Ordinance No. 2014-085 (DOCX)
- b. Goals and Perspectives (DOCX)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review	
Completed	06/30/2014 2:12 PM		
Municipal Prosecutor Deborah Jones	Review	Completed	06/30/2014
6:01 PM			
Public Information Officer	Lisa Thompson	PIO Review	Completed
06/30/2014 6:13 PM			
City Manager	John Whitson	City Manager Review	Completed
10:11 AM			07/03/2014
City Council	Jennifer Evans	Meeting	Completed
10:28 AM			07/23/2014

Meeting History

07/14/14	City Council	MOVED FORWARD	Next: 07/28/14
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ORDINANCE NO. 2014-085

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ESTABLISHING A NINETY (90) DAY MORATORIUM ON THE PROCESSING AND APPROVAL OF APPLICATIONS FOR THE PLACEMENT OF “OFF-PREMISE SIGNS (STANDARD OR CHANGEABLE VARIABLE ELECTRONIC MESSAGING SIGNS, CEVMS, BILLBOARDS)” IN THE CITY OF TEXARKANA, TEXAS; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City’s Zoning Ordinance with regard to Off-Premise Signage (Standard or CEVMS Billboards) does not adequately address the size and location of Off-Premise Signage (Standard or CEVMS Billboards) located within the City; and

WHEREAS, it is the desire of the City Council and the Department of Planning to amend the Zoning Ordinance with regard to Off-Premise Signage (Standard or CEVMS Billboards) in order to regulate the size and location located within the City; and

WHEREAS, the City Council finds that it is in the best interest of the City to establish a ninety (90) day moratorium on the placement of any Off-Premise (Standard or CEVMS Billboards) within the City, in order to allow for appropriate time to review and amend the Zoning Ordinance with regard to signage to ensure adequate regulation of Off-Premise (Standard or CEVMS Billboards) located within the City;

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

SECTION 1: That the processing and approval of permits/applications for the placement of Off-Premise Signage (Standard or CEVMS Billboards) within the City be and is hereby suspended for a period of ninety (90) days from the effective date of this Ordinance.

SECTION 2: That the City Secretary be and is hereby directed to publish the caption of this Ordinance for three (3) successive days in the Texarkana Gazette within ten (10) days of the passage of this Ordinance, as provided in Article XI, Section 3 of the Charter of the City of Texarkana, Texas.

SECTION 3: That this Ordinance, upon publication as provided herein, shall be in full force and effect ten (10) days after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 11th day of August, 2014.

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:

Resource Impact:

Staff time required if item is approved: [Select One By Clicking Here](#)

Other Potential Impacts:

Public Information Plan:

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

Other:

City of Texarkana, Texas

Version: H

Update Date: 6/20/2014 12:40 PM

Briefing Sheet

Lead Department: Finance Department **Action Officer:** Charlie Bassett, CFO
Ordinance No. 2014-073 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2014, and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2014 and ending September 30, 2015.

Subject: 2014 and ending September 30, 2015.

Briefing: 7/28/2014 **Public Hearing:** 7/14/2014 **Second Briefing:** July 28, 2014 **Council Vote:** 8/11/2014

Item Schedule

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

Updates/History of Briefing:

(Insert Date Here):
 NOT APPLICABLE

Executive Summary and Background Information:

The purpose of this ordinance is to approve amendments to the original adopted budget for revenues and expenditures for the fiscal year ending September 30, 2014, based on our most current estimates, and to adopt the budget and appropriate resources for the fiscal year beginning October 1, 2014 and ending September 30, 2015. The links that follow provide access to the full draft budget documents for both the City and Texarkana Water Utilities:

Proposed FY 2015 City Budget

<http://www.ci.texarkana.tx.us/DocumentCenter/View/1998>

Proposed FY 2015 TWU Budget

<http://twu.txkusa.org/documents/budget/FY2015%20TWU%20Draft%20Budget.pdf>

Potential Options:

- Approve as presented
- Propose changes prior to approval

Fiscal Implications:

Adjustment of currently adopted budget for changes in revenues and expenditures expected through the end of the current fiscal year (09/30/14), and appropriation of necessary resources for the upcoming fiscal year (09/30/15).

City of Texarkana, Texas

Staff Recommendation:

Approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals and Perspectives (DOCX)
- b. Budget Highlights Presentation (PDF)
- c. Ordinance No 73-2014 FY 2015 Budget (DOCX)
- d. FY15 TWU Budget Operating Budget 15-14 Comparison (PDF)

Staff Coordination

Finance Department	Charlie Bassett	Department Head Review	Completed
	06/20/2014 12:41 PM		
Public Information Officer		Lisa Thompson	PIO Review Completed
	06/20/2014 12:50 PM		
City Manager	John Whitson	City Manager Review	Completed 06/20/2014
1:40 PM			
City Council	Jennifer Evans	Meeting	Completed 07/22/2014
9:59 AM			

Meeting History

06/23/14	City Council	MOVED FORWARD	Next: 07/14/14
07/14/14	City Council	MOVED FORWARD	Next: 07/28/14

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:

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

BUDGET HIGHLIGHTS



FISCAL YEAR ENDING 9/30/15

GENERAL FUND SUMMARY

DRAFT

	ACTUAL 12-13	ADOPTED 13-14	REVISED 13-14	PROPOSED 14-15
GEN FUND BAL OCT 1	8,850,969	9,079,932	10,792,317	11,042,437
<u>REVENUES</u>				
GENERAL PROPERTY TAX	10,699,854	10,351,334	10,660,532	10,616,498
TAXES - OTHER	14,445,326	14,615,500	14,747,017	15,039,812
FRANCHISE TAXES	1,639,003	1,646,650	1,733,295	1,750,624
FEES AND PERMITS	197,996	181,580	162,252	163,871
CHARGES FOR SERVICES	5,734,908	5,656,230	5,615,625	954,740
FINES AND FORFEITURES	1,625,037	1,636,687	1,592,861	1,607,171
GRANTS AND ENTITLEMENTS	165,188	1,119,905	273,246	774,699
INTERGOVERNMENTAL REVENUE	199,716	220,650	198,784	201,602
OTHER REVENUE	134,482	274,700	237,093	76,235
INTEREST INCOME	54,171	43,382	2,874	30,068
RENTAL INCOME	14,895	17,185	16,267	15,056
TRANSFERS IN	2,023,621	337,712	117,283	550,650
TOTAL REVENUE	36,934,197	36,101,515	35,357,129	31,781,026
<u>EXPENDITURES</u>				
GENERAL GOVERNMENT	3,303,901	2,466,491	2,469,514	2,784,867
VETERAN'S OFFICE	11,237	11,060	11,060	11,060
NON-OPERATING	5,591,115	5,606,644	5,555,146	5,391,751
REFUSE SERVICES	4,616,624	4,864,000	4,666,426	-
POLICE	9,467,714	9,228,646	9,249,489	9,448,520
FIRE AND EMERGENCY MANAGEMENT	6,061,501	5,850,000	5,850,000	5,988,999
PUBLIC WORKS	3,699,149	4,730,662	3,963,459	4,557,910
PLANNING AND COMMUNITY DEVELOPMENT	429,518	318,457	358,615	512,147
INSPECTIONS AND CODE ENFORCEMENT	1,057,758	1,159,705	1,121,517	1,170,627
PARKS AND RECREATION AND COMM HEALTH	1,606,578	1,865,849	1,861,783	1,896,925
TOTAL EXPENDITURES	35,845,095	36,101,514	35,107,009	31,762,806
INVESTMENT IN JOINT VENTURE (101)	98,990			
ASSIGNED FUND BALANCE (101,104,113)	36,022			
RESTRICTED FUND BALANCE (101,102,107,114,605)	330,049			
UNASSIGNED FUND BALANCE (103,105,109,115,704)	387,261			
OTHER	(76)			
NET CHANGE IN DESIGNATED RESERVES	852,246	-	-	-
GEN FUND END BAL SEPT 30	10,792,317	9,079,933	11,042,437	11,060,657
DAYS OF EXPENDITURES	110	92	115	127
PERCENT OF EXPENDITURES	30%	25%	31%	35%

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

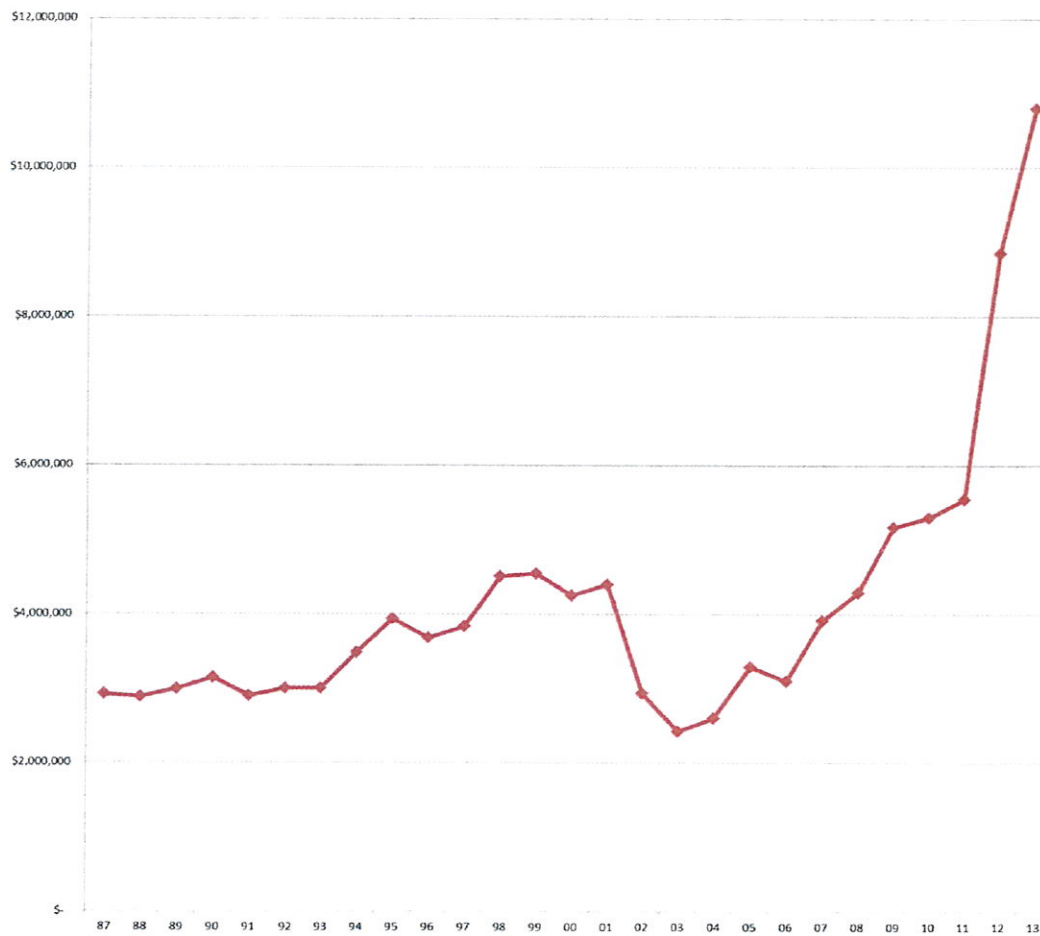
DRAFT**DESIGNATED RESERVE FUND BALANCES**

101 GENERAL FUND	RESERVED FOR INVESTMENT IN JOINT VENTURE - BCAD	98,990
101 GENERAL FUND	ASSIGNED FOR POLICE DOG	1,030
101 GENERAL FUND	ASSIGNED FOR POLICE EQUIPMENT	1,885
104 WORKER'S COMPENSATION FUND	ASSIGNED FUND BALANCE	9,012
113 ENERGY CONSERVATION LOAN FUND	ASSIGNED FUND BALANCE	24,095
		<u>36,022</u>
101 GENERAL FUND	HOUSING FINANCE RESTRICTED FUND BALANCE	2,250
102 NARCOTICS DIVISION FUND	RESTRICTED FUND BALANCE	223,911
107 COURT SECURITY FUND	RESTRICTED FUND BALANCE	17,711
114 COURT TECHNOLOGY FUND	RESTRICTED FUND BALANCE	11,395
605 FEDERAL ASSET FORFEITURE FUND	RESTRICTED FUND BALANCE	74,782
		<u>330,049</u>
103 PERSONNEL POLICY FUND	UNASSIGNED FUND BALANCE	11,688
105 PAYROLL FUND	UNASSIGNED FUND BALANCE	48
109 PROPERTY & LIABILITY FUND	UNASSIGNED FUND BALANCE	49,449
115 TECHNOLOGY FUND	UNASSIGNED FUND BALANCE	374,613
704 CAPITAL REPLACEMENT FUND	UNASSIGNED FUND BALANCE	(48,537)
		<u>387,261</u>
OTHER		(76)
TOTAL		<u><u>852,246</u></u>

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT

City of Texarkana, Texas General Fund Balance Graph



DRAFT**Statement of Revenue**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Property Tax Revenue				
Current City Taxes	10,387,873	10,036,334	10,344,576	10,300,542
Delinquent City Taxes	190,779	200,000	197,103	197,103
Penalty & Interest	121,202	115,000	118,853	118,853
Property Tax Revenue	10,699,854	10,351,334	10,660,532	10,616,498
Taxes- Other				
City Sales Tax	14,326,770	14,500,000	14,620,000	14,912,000
Other Taxes	71,490	68,000	79,517	80,312
In Lieu Of Taxes	47,066	47,500	47,500	47,500
Taxes- Other	14,445,326	14,615,500	14,747,017	15,039,812
Franchise Taxes				
Electric-Sw Ark.	21,851	17,600	22,690	22,917
Electric-Bowie Cass	5,978	6,100	6,290	6,353
Electric-Swepco	826,992	850,000	855,000	863,550
Gas Franchise	272,595	269,000	320,455	323,660
Telephone Franchise	160,248	165,000	157,720	159,297
Cable Tv Franchise	350,899	338,500	370,690	374,397
Taxicab Franchise	440	450	450	450
Franchise Taxes	1,639,003	1,646,650	1,733,295	1,750,624
Fees And Permits				
Truancy Prevention Fund Fee	-	-	5,809	5,867
Building Permits	103,027	94,000	78,760	79,548
Electrical Permits	12,867	12,625	10,738	10,845
Plumbing Permits	10,067	8,100	4,848	4,896
Zoning Fees	3,330	2,910	1,646	1,662
Truancy Prevention City Fee	-	-	-	-
House Moving Permit	65	120	-	-
Permit - Row Encumbrance	100	200	-	-
St Cutting/Driveway Per	2,169	800	3,551	3,586
Wrecker Permits	650	-	-	-
Sign Permits	14,389	15,150	13,114	13,245
Garage Sale Permits	4,825	4,825	3,523	3,558
Peddler's Licenses	265	500	69	69
Electrician's Licenses	-	-	-	-
Heat/Air Cond License	1,063	540	651	658
Late Fees - ESU	-	-	-	-
Alarm Permits	44,825	41,410	39,189	39,580
Civil Justice Fee	354	400	354	357
Child Safety Seat Fee	-	-	-	-
Special Events Permits	-	-	-	-
Plans And Specs	-	-	-	-
Fees And Permits	197,996	181,580	162,252	163,871

DRAFT**Statement of Revenue**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Charges For Services				
State Comp. Surcharge	161	1,000	-	-
Death Certificates	21,756	25,250	15,500	15,655
Lot Cleaning Fees	310,687	257,550	281,976	284,795
Vital Statistics	121,107	109,000	111,420	112,534
Garbage Collection Fees	5,113,630	5,200,000	5,111,699	449,726
Vital Statistics Postage/Ship	-	-	-	-
Food Permits	159,828	55,500	83,900	83,900
Swimming Pool Permits	2,100	2,400	6,000	3,000
Animal License	-	-	-	-
Amusement Devices Fees	1,730	3,030	1,500	1,500
Animal Services	-	-	-	-
Spraying Services	3,909	2,500	3,630	3,630
Charges For Services	5,734,908	5,656,230	5,615,625	954,740
Fines And Forfeitures				
Municipal Treas/Traffic	13,695	16,160	13,044	13,174
General Revenue	-	-	-	-
Cash Bonds	-	-	-	-
Child Safety Fund	3,110	4,550	1,706	1,723
Arrest Warrant/Capias	98,464	92,000	113,954	115,094
Fines & Forfeitures	695,828	806,500	726,978	734,247
Parking Meter Fines	-	-	-	-
Law Officer Ed Fund	-	-	-	-
Criminal Justice Plan Fund	-	-	-	-
Municipal Judges/Train	-	-	-	-
Comp Victims Of Crime	9,978	14,000	5,716	5,773
Special Expense & Admin	186,354	173,000	201,741	203,758
Fee-Delinquent Fines	-	-	-	-
Municipal Ct.Bldg.Secur	-	-	-	-
Time Pymt Fee(Jud Eff)	4,495	5,000	4,608	4,654
Law Enfor Stdrs & Edu	-	-	-	-
Time Pymt Fee(State)	22,488	25,250	23,066	23,296
Time Pymt Fee(No Restr)	17,991	20,200	18,452	18,637
Juv Crime & Delinquency	332	500	190	192
Fugitive Apprehen Fund	3,326	4,650	1,905	1,924
Combined Court Costs	256,312	248,877	257,026	259,596
Applied Court Bonds	74,173	-	-	-
Cor Mgmt Ins & Cjc Fund	332	450	191	192
False Alarm Fines	11,150	10,100	9,600	9,696
State Traffic Fee	132,259	117,000	127,503	128,778
Technology Fee	-	-	-	-
State Juror Fee	27,123	30,800	26,563	26,829
Judicial Salaries Fee	35,948	41,500	35,519	35,874
Indigent Defense Fee	13,273	15,150	13,109	13,240
Driver Behavior Enforce	-	-	-	-

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**Statement of Revenue**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Collection Agency Fees	12,333	10,500	10,390	10,494
Fines-Commercial Vehicl	6,073	500	1,600	-
Fines And Forfeitures	1,625,037	1,636,687	1,592,861	1,607,171
Grants And Entitlements				
Contribution From State	-	-	-	-
Contri From Us Govmnt	9,433	626,770	-	598,000
Law Enforce Manage Inst	-	-	-	-
Speed Step Grant	14,083	18,796	18,400	20,640
Ojp/Police Vest Prog.	3,099	4,920	3,651	3,500
Civil Defense	22,676	150,000	80,344	100,000
Fema Disaster Relief	-	-	-	-
Fema/Fire Dept Grant	-	-	-	-
Homeland Sec/Emer Mgmt	20,638	-	42,809	32,100
Hazard Mitigation Grant	79,079	-	79,079	-
Rsvp	16,180	40,000	48,963	20,459
Contr From State CRG	-	6,501	-	-
Contribution From US Govt CRG	-	272,918	-	-
Contribution From U.S. Govt FM	-	-	-	-
Contr From U.S. Govt - SHP	-	-	-	-
Grants And Entitlements	165,188	1,119,905	273,246	774,699
Intergovernmental Revenue				
Contribution/Tutd	-	-	-	-
City Of Texarkana, Ark	21,677	33,000	16,120	16,281
Rose Hill Cemetary	5,779	10,650	1,296	1,309
Police Overtime-Schools	90,503	94,000	72,690	73,417
Police Overtime/Other	65,748	65,000	91,678	92,595
Reimb/Mpo/Tuts	15,000	18,000	17,000	18,000
PY Local Share Reimbursements	1,009	-	-	-
School Resource Officer	-	-	-	-
Foster Hm/Daycare Inspe	-	-	-	-
Intergovernmental Revenue	199,716	220,650	198,784	201,602
Contributions				
K-9 Donations	-	-	-	-
Contributions	-	-	-	-
Other				
Contribute From Others	43,760	100,000	100,105	-
Police Evidence Forfeiture	-	-	-	-
Contribution - Hatt	-	-	-	-
Parks Spec Events Don	7,519	10,000	1,500	1,500
Sale Of Surplus Propert	8,497	85,000	62,000	10,000
Recovery Damage Claims	5,849	-	20,000	5,000
Miscellaneous Income	39,752	42,700	49,300	49,793

DRAFT**Statement of Revenue**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Pr Deduction Fees	749	750	750	750
Recovery Prior Yr Exp	-	-	(5,362)	-
Cash Short/Overages	78	300	(350)	-
Housing & Community Dev	-	-	-	-
Recreation League Fees	-	-	-	-
Summer Recreation Prog.	2,975	3,950	3,000	3,030
Lien Recovery / Release	1,181	1,000	1,180	1,192
W/C--Pr Reimbursement	24,122	30,000	4,970	4,970
Senior Citizens Program	-	1,000	-	-
Donations/Interest	-	-	-	-
Contrib From Citizens	-	-	-	-
Walk In Receipts	-	-	-	-
Farmer's Market Revenue	-	-	-	-
Other	134,482	274,700	237,093	76,235
Interest Income				
Interest Revenue	47,231	40,000	1,320	28,500
Dividend Revenue	3	3	5	5
Interest/Mpo	51	75	-	-
Interest/General Fund	-	-	-	-
Interest/Workmen's Comp	534	995	-	-
Bringle Lake Green Fees	6,143	2,000	1,489	1,503
Interest/Police Evidenc	86	84	60	60
Interest/Member Cities	123	225	-	-
Interest Revenue	-	-	-	-
Interest Income	54,171	43,382	2,874	30,068
Rental Income				
#12 Morris Lane Rental	9,600	9,600	10,400	9,600
Park Rent	-	-	-	-
Rental/Sw Center	3,140	3,535	2,700	2,727
Farmer's Market	-	1,950	1,950	1,500
Park Pavillon Rentals	2,155	2,100	1,217	1,229
Mobile Stage Rental	-	-	-	-
Rental Income	14,895	17,185	16,267	15,056
Transfers In				
Trf From Employee Benefit	-	-	-	-
Trf From Hotel Motel Tx	155,250	136,620	80,250	80,250
Trf From Hcd Fund	-	-	-	-
Trf From Law Enf Progrm	-	-	-	-
Trf From Law Enf Prog	-	-	-	-
Trf From Worker's Comp	-	-	-	200,000
Trf From 2008 Tax Note	-	-	-	-
Trf From Economic Dev	710,000	166,692	-	234,500
Trf From Stormwater	49,737	-	-	-

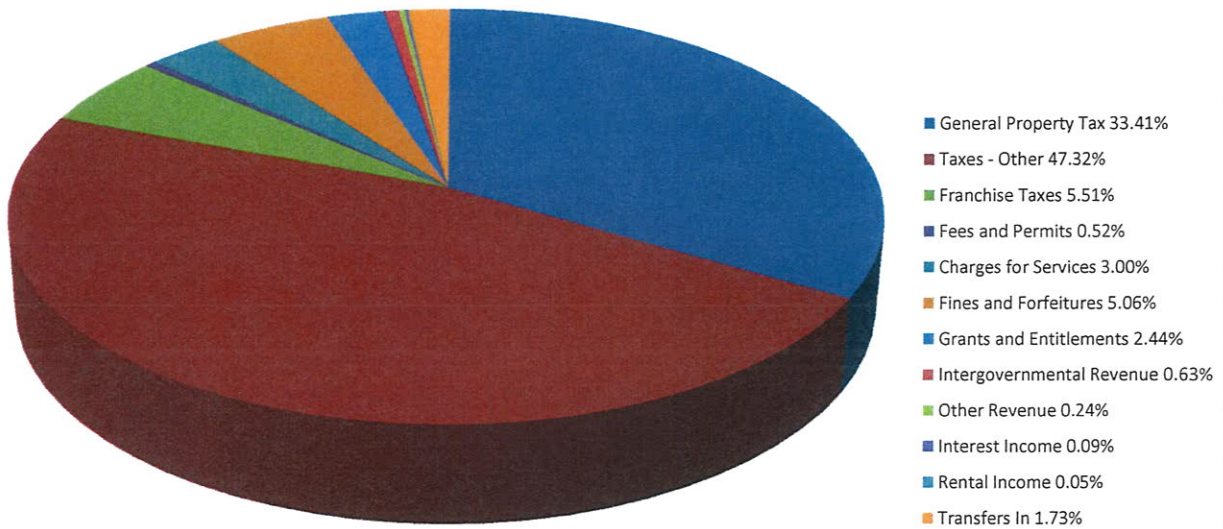
Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**Statement of Revenue**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Trf From Police Dog Fund	-	-	-	-
Transfer From Water Dept	1,069,178	-	-	-
Transfer From TIRZ	11,360	12,000	12,000	12,000
Trf From Police Evidence Escro	-	-	1,133	-
Transfer From Court Technology	4,791	-	-	-
Contract Svc Chg-Ipc	17,325	18,900	18,900	18,900
Expan Contr Svc Chg-Ipc	-	-	-	-
Reimb Other/Grants/Ot	5,980	3,500	5,000	5,000
Trf From 2008 Tax Note	-	-	-	-
Transfers In	2,023,621	337,712	117,283	550,650
Revenue Total	36,934,197	36,101,515	35,357,129	31,781,026

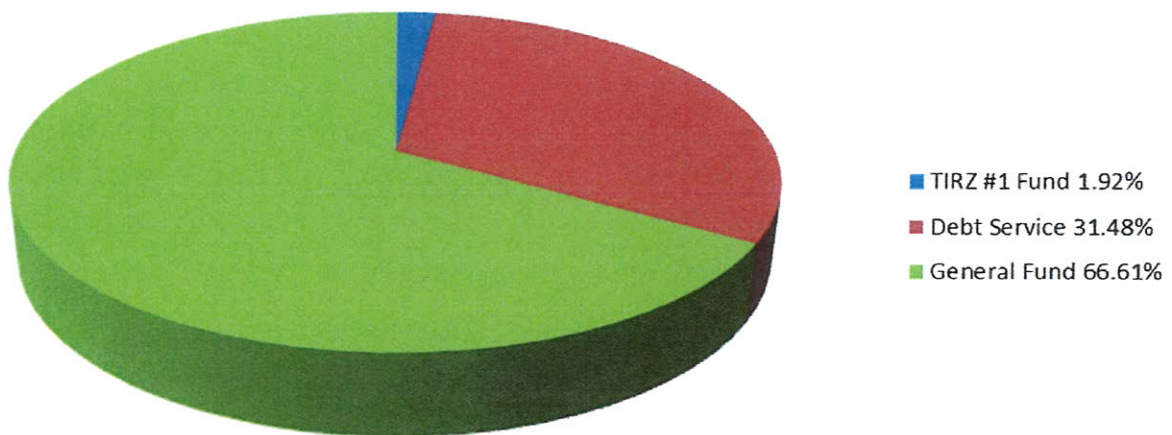
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City of Texarkana, Texas 2014-2015 Proposed General Fund Revenue Graph



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**City of Texarkana, Texas 2014-2015 Proposed
Property Tax Revenue Graph**



Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**General Fund Expenditures By Activity**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
General Government				
Other	34,330	-	-	-
City Council	69,346	76,586	71,003	67,011
City Manager	184,770	202,480	200,394	868,268
Administrative Services	49,827	-	-	-
Public Information Officer	152,888	166,484	173,267	-
City Secretary	119,169	153,416	167,361	-
Human Resources	311,482	314,318	295,644	317,247
Vital Statistics	91,021	90,763	93,177	-
City Attorney	181,362	128,607	164,630	167,000
Municipal Court	919,286	616,630	603,644	631,176
Finance Administration	560,005	717,207	700,394	734,165
General Services	629,784	-	-	-
Building Maintenance	631	-	-	-
General Government	3,303,901	2,466,491	2,469,514	2,784,867
Veteran's Office				
Veterans Office	11,237	11,060	11,060	11,060
Veteran's Office	11,237	11,060	11,060	11,060
Non-Operating				
Non-Operating	5,591,115	5,606,644	5,555,146	5,391,751
Non-Operating	5,591,115	5,606,644	5,555,146	5,391,751
Refuse Services				
Refuse Services	4,616,624	4,864,000	4,666,426	-
Refuse Services	4,616,624	4,864,000	4,666,426	-
Police				
Police Administration	1,968,574	1,979,265	1,966,283	1,812,626
Patrol Division	5,005,576	4,779,248	4,856,955	5,039,605
Services Division	2,493,531	2,470,133	2,426,251	2,596,289
Criminal Investigation	16	-	-	-
Commercial Veh Enforce	17	-	-	-
Police	9,467,714	9,228,646	9,249,489	9,448,520
Fire and Emergency Management				
Fire Administration	114,567	239,912	239,912	236,326
Fire Operations	5,344,908	5,118,802	5,118,802	5,205,656
Building and Life Safety	498,649	491,286	491,286	514,017
Emergency Management	56,313	-	-	-
Homeland Security	47,064	-	-	33,000
Fire and Emergency Management	6,061,501	5,850,000	5,850,000	5,988,999
Public Works				
Engineering & Infrastructure	161,654	163,800	166,308	182,647

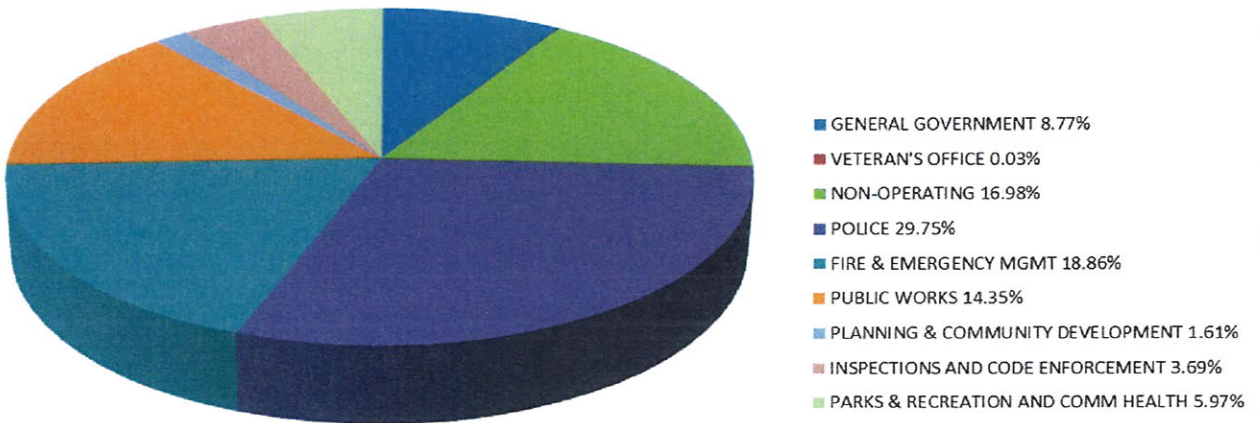
Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**General Fund Expenditures By Activity**

Description	Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
Engineering Design	246,136	302,716	301,167	315,582
Street Maintenance	2,274,128	2,656,106	2,649,499	2,681,480
Sign & Signal	361,237	416,453	414,389	417,248
Stormwater Management	489,710	242,751	236,835	243,453
Downtown Trans Enhance	3,782	778,774	30,000	717,500
Community & Public Works	162,502	170,062	165,261	-
Public Works	3,699,149	4,730,662	3,963,459	4,557,910
Planning and Community Development				
Community Development	429,518	317,507	356,140	510,647
Farmers Market	-	950	2,475	1,500
Planning and Community Development	429,518	318,457	358,615	512,147
Inspections and Code Enforcement				
Inspection	380,116	383,184	377,313	387,949
Environmental Services	127,629	138,642	122,969	155,426
Code Enforcement	242,225	257,370	264,964	298,985
Animal Control	239,445	311,355	289,311	267,285
Environmental Health Sv	68,343	69,154	66,960	60,982
Inspections and Code Enforcement	1,057,758	1,159,705	1,121,517	1,170,627
Parks and Recreation and Comm Health				
Building Maintenance	16,867	253,815	231,427	256,251
Parks & Rec Admin	162,735	161,418	170,025	216,300
Parks/Maintenance	1,009,538	1,066,713	1,084,858	1,035,762
Rec Programs/Activities	160,941	152,515	154,704	203,207
Senior Citizens Program	80,688	83,345	79,937	84,180
Special Events	15,372	20,975	20,808	20,975
Beverly Community Ctr	82,029	46,818	45,675	-
Sports Promotion	78,408	80,250	74,349	80,250
Parks and Recreation and Comm Health	1,606,578	1,865,849	1,861,783	1,896,925
Expense Total	35,845,095	36,101,514	35,107,009	31,762,806

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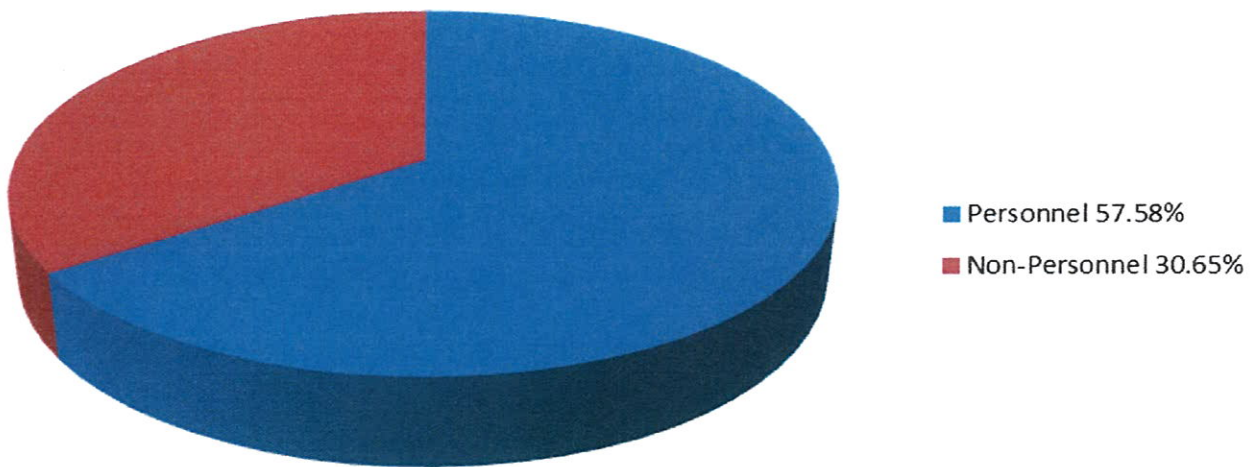
City of Texarkana, Texas 2014-2015 Proposed General Fund Expenditures



Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

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**City of Texarkana, Texas 2014-2015 Proposed
General Fund Personnel vs. Non-Personnel
Expenditures**



Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

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City of Texarkana, Texas
Adjustments Made To Balance Budget
FY 09/30/2015

FY 2015 Beginning Projected Fund Balance		11,042,437
FY 2015 Projected Revenue	31,424,026	
Revenue Adjustments:		
Sales Tax Revenue Adjustment	72,000	
Transfer From Worker's Comp	200,000	
Transfer From Economic Development	85,000	357,000
FY 2015 Adjusted Projected Revenue	<u>31,781,026</u>	
FY 2015 Projected Expenditures	32,237,649	
Expenditure Adjustments:		
103-Personnel Policy	(100,000)	
703-Fleet Services	(300,000)	
704-Capital Replacement	(200,000)	
Airport Budget Adjustment	39,830	
Transfer to Hotel/Motel Fund	85,327	(474,843)
FY 2015 Adjusted Projected Expenditures	<u>31,762,806</u>	
Revenues Over Expenditures		18,220
FY 2015 Ending Projected Fund Balance		<u><u>11,060,657</u></u>

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**103 Personnel Policy Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	525,651	-	701,772	807,458
30108	Reserve for OPEB Trust	-	-	-	-
	Fund Balance	525,651	-	701,772	807,458
	Income				
40006	Employer Contribution	-	-	-	-
40031	Contribute From Others	-	-	-	-
40050	Trf From General Fund	713,461	431,461	431,461	502,000
41000	Interest Revenue	728	1,350	3,575	2,150
	Income	714,189	432,811	435,036	504,150
	Expenditures				
50006	Termination Pay	357,262	50,000	175,000	175,000
51102	Clerical	-	-	-	-
51103	Maintenance Operations	-	-	-	-
51112	Worker's Comp	8,704	5,000	4,600	5,000
51113	Pensions/Retirement	45,333	10,000	19,600	20,000
51114	Social Security	8,622	5,000	5,150	5,500
51115	Group Insurance	118,147	311,984	125,000	125,000
51134	City Contribute 401(A)	-	-	-	-
51150	OPEB Trust	-	44,086	-	-
51199	Accrued Payroll	-	-	-	-
	Expenditures	538,068	426,070	329,350	330,500
	Fund Balance	701,772	6,741	807,458	981,108

DRAFT**104 Workers Compensation Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	310,704	402,204	394,566	476,596
	Fund Balance	310,704	402,204	394,566	476,596
	Income				
40006	Employer Contribution	399,388	417,000	393,000	393,000
40029	Refund Of Contributions	-	-	-	-
41000	Interest Revenue	-	-	2,130	1,300
41002	Dividend Revenue	-	-	-	-
46088	Miscellaneous Income	-	-	-	-
	Income	399,388	417,000	395,130	394,300
	Expenditures				
50009	Trf To General Fund	-	-	-	200,000
54503	Insurance & Bond	315,526	314,265	313,100	344,500
54523	Bank Service Charges	-	-	-	-
	Expenditures	315,526	314,265	313,100	544,500
	Fund Balance	394,566	504,939	476,596	326,396

DRAFT**116 TIRZ Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	11,864	99,307	103,963	250,558
	Fund Balance	11,864	99,307	103,963	250,558
	Income				
40031	Contribute From Others	77,170	236,150	77,000	78,500
41000	Interest Revenue	423	450	750	800
46001	Current City Taxes	185,254	433,026	289,883	296,295
	Income	262,847	669,626	367,633	375,595
	Expenditures				
50009	Trf To General Fund	11,360	12,000	12,000	12,000
50052	Trf To I & S	159,263	208,837	208,838	252,450
52204	Food Supplies	125	400	200	300
	Expenditures	170,748	221,237	221,038	264,750
	Fund Balance	103,963	547,696	250,558	361,403

DRAFT**211 Perot Theatre Operations Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	74,965	77,287	77,691	54,870
	Fund Balance	74,965	77,287	77,691	54,870
	Income				
40015	Trf From Hotel Motel Tx	305,000	268,400	268,400	268,400
41000	Interest Revenue	155	300	540	375
46086	Recovery Damage Claims	3,611	-	-	-
46239	Perot Theatre Rental	32,491	29,967	32,000	32,000
46243	Merchandise Revenue	-	735	-	-
46244	Ticketing Revenue	-	3,000	-	-
46248	Digital Advertising	-	1,000	-	-
	Income	341,257	303,402	300,940	300,775
	Expenditures				
50017	Trf To Building Maint	50,000	50,000	40,000	40,000
50069	Trf to Technology Fund	1,861	1,861	1,861	1,256
54502	Rental	10,665	2,967	4,800	5,000
54503	Insurance & Bond	4,154	3,978	3,978	4,375
54504	Special Services	271,207	272,397	272,397	272,397
54524	Other Services	644	1,000	725	750
	Expenditures	338,531	332,203	323,761	323,778
	Fund Balance	77,691	48,486	54,870	31,867

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**213 Perot Theatre Building Maintenance**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	698,824	668,023	681,271	558,721
	Fund Balance	698,824	668,023	681,271	558,721
	Income				
40052	Trf From Theatre Fund	50,000	50,000	40,000	40,000
41000	Interest Revenue	2,039	2,200	2,750	2,500
41002	Dividend Revenue	-	-	-	-
46135	Theatre Enhancement Fee	57,714	58,000	50,000	50,000
	Income	109,753	110,200	92,750	92,500
	Expenditures				
53301	Buildings	66,705	174,930	7,500	10,000
53302	Improvement-Enhanc Fees	711	39,800	39,800	50,000
55801	Building & Facilities	59,890	-	168,000	60,000
	Expenditures	127,306	214,730	215,300	120,000
	Fund Balance	681,271	563,493	558,721	531,221

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**212 Hotel Occupancy Tax Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	1,205,482	170,623	213,627	55,976
30012	Resv - Convention Ctr	-	-	-	-
	Fund Balance	1,205,482	170,623	213,627	55,976
	Income				
40001	Contribution From State	-	-	-	-
40031	Contribute From Others	-	-	-	-
40050	Trf From General Fund	364,240	-	-	85,327
40091	Trf Fr Hotel Motel	-	-	-	-
41000	Interest Revenue	1,251	2,400	1,600	751
41002	Dividend Revenue	-	-	-	-
46084	Sale Of Surplus Propert	-	-	-	-
46092	Cash Short/Overages	-	-	-	-
46237	Convention Ctr.Revenue	449,116	424,000	348,000	348,000
46238	Hotel/Motel Taxes	769,406	727,000	870,000	870,000
	Income	1,584,013	1,153,400	1,219,600	1,304,078
	Expenditures				
50009	Trf To General Fund	155,250	136,620	80,250	80,250
50033	Trf To Theatre Fund	305,000	268,400	268,400	268,400
50052	Trf To I & S	562,043	493,808	493,808	493,808
50054	Trf To Conv Ctr	-	-	(28)	-
50064	Trf to Conv Ctr Bond	1,056,052	-	-	-
51101	Supervision	60,000	61,600	61,600	52,800
51103	Maintenance Operations	41,800	41,184	41,184	41,184
53301	Buildings	42,230	39,600	39,600	39,600
54502	Rental	-	-	-	-
54504	Special Services	500	15,000	15,000	15,000
54518	Conv Ctr Management	173,073	125,000	235,000	235,000
54520	Miscellaneous Expense	-	-	-	-
54523	Bank Service Charges	-	75	75	75
54525	Advertising	179,920	137,204	137,205	128,405
54541	Administrative Fees	-	-	(375)	-
54648	Downtown Enhancement	-	-	-	-
54650	Chamber of Commerce	-	-	-	-
54651	T.R.A.H.C.	-	-	-	-
54652	Historical Museum	-	-	-	-
54654	Four States Fair	-	-	-	-
54667	Leadership Texarkana	-	-	-	-
54673	TC Rising Star Open	-	-	-	-
54675	Sports Promotion	-	-	-	-
54678	Txk Symphony Orchestra	-	-	-	-
54680	Convention Ctr Promotio	-	-	-	-
54681	Arts & Historic District	-	5,532	5,532	5,532
55801	Building & Facilities	-	-	-	-

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**212 Hotel Occupancy Tax Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
57039	Conv Ctr Construction	-	-	-	-
	Expenditures	2,575,868	1,324,023	1,377,251	1,360,054
	Fund Balance	213,627	-	55,976	-

DRAFT**Four States Fair and Rodeo 21.50**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Personnel Services				
51101	Supervision	-	8,800	8,800	-
	Personnel Services	-	8,800	8,800	-
	Maintenance				
53301	Buildings	-	-	-	-
	Maintenance	-	-	-	-
	Contractual Services				
54525	Advertising	20,000	8,800	8,800	-
	Contractual Services	20,000	8,800	8,800	-
	Capital Outlay				
55801	Building & Facilities	-	-	-	-
	Capital Outlay	-	-	-	-
	Grand Total	20,000	17,600	17,600	-

DRAFT**Main Street Texarkana 21.51**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Personnel Services				
51101	Supervision	15,000	13,200	13,200	13,200
	Personnel Services	15,000	13,200	13,200	13,200
	Contractual Services				
54525	Advertising	15,000	12,408	12,408	12,408
	Contractual Services	15,000	12,408	12,408	12,408
	Grand Total	30,000	25,608	25,608	25,608

DRAFT**Texarkana Museums System 21.53**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Personnel Services				
51101	Supervision	15,000	13,200	13,200	13,200
51103	Maintenance Operations	25,800	22,704	22,704	22,704
	Personnel Services	40,800	35,904	35,904	35,904
	Maintenance				
53301	Buildings	37,230	35,200	35,200	35,200
	Maintenance	37,230	35,200	35,200	35,200
	Contractual Services				
54525	Advertising	48,200	39,113	39,113	39,113
	Contractual Services	48,200	39,113	39,113	39,113
	Grand Total	126,230	110,217	110,217	110,217

DRAFT**TRAHC 21.54**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Personnel Services				
51101	Supervision	15,000	13,200	13,200	13,200
51103	Maintenance Operations	16,000	14,080	14,080	14,080
	Personnel Services	31,000	27,280	27,280	27,280
	Maintenance				
53301	Buildings	5,000	4,400	4,400	4,400
	Maintenance	5,000	4,400	4,400	4,400
	Contractual Services				
54502	Rental	-	-	-	-
54504	Special Services	-	-	-	-
54525	Advertising	44,000	38,180	38,180	38,180
	Contractual Services	44,000	38,180	38,180	38,180
	Grand Total	80,000	69,860	69,860	69,860

DRAFT**Texarkana Symphony Orchestra 21.55**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Personnel Services				
51101	Supervision	15,000	13,200	13,200	13,200
51103	Maintenance Operations	-	4,400	4,400	4,400
	Personnel Services	15,000	17,600	17,600	17,600
	Contractual Services				
54525	Advertising	20,000	12,304	12,304	12,304
	Contractual Services	20,000	12,304	12,304	12,304
	Grand Total	35,000	29,904	29,904	29,904

DRAFT**Texarkana Chamber of Commerce 21.56**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
54525	Contractual Services				
	Advertising	30,000	26,400	26,400	26,400
	Contractual Services	30,000	26,400	26,400	26,400
	Grand Total	30,000	26,400	26,400	26,400

DRAFT**Hotel Motel 22.07**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Transfers				
50009	Trf To General Fund	155,250	136,620	80,250	80,250
50033	Trf To Theatre Fund	305,000	268,400	268,400	268,400
50052	Trf To I & S	-	493,808	493,808	493,808
	Transfers	460,250	898,828	842,458	842,458
	Contractual Services				
54504	Special Services	500	15,000	15,000	15,000
54523	Bank Service Charges	-	75	75	75
54525	Advertising	2,720	-	-	-
54541	Administrative Fees	-	-	(375)	-
54681	Arts & Historic District	-	5,532	5,532	5,532
	Contractual Services	3,220	20,607	20,232	20,607
	Capital Outlay				
55801	Building & Facilities	-	-	-	-
57039	Conv Ctr Construction	-	-	-	-
	Capital Outlay	-	-	-	-
	Grand Total	463,470	919,435	862,690	863,065

DRAFT**Convention Center 22.12**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Transfers				
50054	Trf To Conv Ctr	-	-	(28)	-
	Transfers	-	-	(28)	-
	Contractual Services				
54518	Conv Ctr Management	173,073	125,000	235,000	235,000
	Contractual Services	173,073	125,000	235,000	235,000
	Grand Total	173,073	125,000	234,972	235,000

DRAFT**223 Economic Development Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	1,626,538	996,183	1,049,317	1,056,592
30106	Reserve for Military Affairs	75,000	75,000	100,000	100,000
	Fund Balance	1,701,538	1,071,183	1,149,317	1,156,592
	Income				
40031	Contribute From Others	-	1,000	-	-
41000	Interest Revenue	4,042	8,500	5,475	4,200
41002	Dividend Revenue	-	-	-	-
46011	Electric-Swepco	275,821	261,000	281,000	295,000
46012	Gas Franchise	90,865	91,000	100,000	105,000
46088	Miscellaneous Income	-	-	-	-
	Income	370,728	361,500	386,475	404,200
	Expenditures				
50009	Trf To General Fund	710,000	166,692	-	234,500
50069	Trf to Technology Fund	-	171	171	328
52201	Office Supplies	-	100	100	100
52205	Postage/Shipping	-	100	100	100
52213	Computer Supplies	882	-	-	-
54500	Communications-In House	60	144	144	132
54501	Communications-Cellular	98	60	60	60
54504	Special Services	102,860	118,000	118,000	118,000
54506	Travel	6,037	9,000	9,000	11,000
54519	Meals/Local Expense	1,142	3,000	3,000	2,750
54524	Other Services	-	500	500	459
54525	Advertising	-	-	-	-
54529	Trade Shows	8,525	10,000	10,000	15,000
54608	Dues And Memberships	(722)	1,500	1,500	1,500
54609	Other Sundry Items	-	1,625	1,625	1,650
54679	Econ Incentive Payments	89,948	100,000	100,000	100,000
54682	Coopertire Training Inc	-	10,000	10,000	-
54683	Military Affairs	-	25,000	25,000	25,000
54684	Humco Skills Development	-	-	-	-
54685	Matching TAMUT	4,119	-	-	-
54686	Grant/Loan Matching Funds	-	100,000	100,000	50,000
55702	Major Tools & Equipment	-	-	-	-
55813	Land Acquisition	-	-	-	-
	Expenditures	922,949	545,892	379,200	560,579
	Fund Balance	1,149,317	886,791	1,156,592	1,000,213

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**301 Debt Service Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	318,395	8,191	(104,605)	4,725
	Fund Balance	318,395	8,191	(104,605)	4,725
	Income				
40022	Proceeds From Go Bonds	14,550,000	-	-	-
40062	Bond Premium	1,270,367	-	-	-
40082	Bi-State CO Payment	-	211,671	211,671	211,090
41000	Interest Revenue	3,562	4,000	3,225	3,500
41001	Accrued Interest	32,500	-	-	-
41032	Transfer From Convention Ctr	562,043	493,808	493,808	493,808
41035	Trf Fr TIRZ District	159,263	208,838	208,838	252,450
41036	Trf Fr 1998 Bond Fund	3	-	-	-
46001	Current City Taxes	4,731,849	4,915,538	4,993,646	4,868,022
46002	Delinquent City Taxes	87,339	100,000	97,533	97,533
46003	Penalty & Interest	58,296	54,689	67,160	68,000
46092	Cash Short/Overages	-	-	-	-
	Income	21,455,222	5,988,544	6,075,881	5,994,403
	Expenditures				
50005	Bonds Redeemed	3,720,000	3,860,000	3,860,000	3,750,000
50012	Bond Interest Expense	2,174,451	2,103,051	2,103,051	1,988,883
50019	Agent Fees	2,754	4,000	3,500	4,000
56918	Issuance Expense	193,000	-	-	-
56919	Heritage Manor Drainage	15,788,017	-	-	-
	Expenditures	21,878,222	5,967,051	5,966,551	5,742,883
	Fund Balance	(104,605)	29,684	4,725	256,245

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**SUMMARY OF OUTSTANDING DEBT**

<i>Date</i>	<i>Principal</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Balance of Principal Outstanding</i>
				\$ 52,540,000
9/30/2015	\$ 3,750,000	\$ 1,988,883	\$ 5,738,883	\$ 48,790,000
9/30/2016	\$ 3,630,000	\$ 1,877,416	\$ 5,507,416	\$ 45,160,000
9/30/2017	\$ 3,580,000	\$ 1,762,067	\$ 5,342,067	\$ 41,580,000
9/30/2018	\$ 3,715,000	\$ 1,637,441	\$ 5,352,441	\$ 37,865,000
9/30/2019	\$ 3,650,000	\$ 1,509,820	\$ 5,159,820	\$ 34,215,000
9/30/2020	\$ 3,810,000	\$ 1,370,724	\$ 5,180,724	\$ 30,405,000
9/30/2021	\$ 3,690,000	\$ 1,212,584	\$ 4,902,584	\$ 26,715,000
9/30/2022	\$ 3,910,000	\$ 1,041,306	\$ 4,951,306	\$ 22,805,000
9/30/2023	\$ 3,890,000	\$ 863,490	\$ 4,753,490	\$ 18,915,000
9/30/2024	\$ 2,795,000	\$ 710,940	\$ 3,505,940	\$ 16,120,000
9/30/2025	\$ 2,930,000	\$ 594,679	\$ 3,524,679	\$ 13,190,000
9/30/2026	\$ 3,060,000	\$ 483,787	\$ 3,543,787	\$ 10,130,000
9/30/2027	\$ 3,195,000	\$ 364,680	\$ 3,559,680	\$ 6,935,000
9/30/2028	\$ 1,835,000	\$ 262,040	\$ 2,097,040	\$ 5,100,000
9/30/2029	\$ 1,920,000	\$ 176,637	\$ 2,096,637	\$ 3,180,000
9/30/2030	\$ 2,010,000	\$ 86,063	\$ 2,096,063	\$ 1,170,000
9/30/2031	\$ 220,000	\$ 36,125	\$ 256,125	\$ 950,000
9/30/2032	\$ 225,000	\$ 29,031	\$ 254,031	\$ 725,000
9/30/2033	\$ 235,000	\$ 21,263	\$ 256,263	\$ 490,000
9/30/2034	\$ 240,000	\$ 12,950	\$ 252,950	\$ 250,000
9/30/2035	\$ 250,000	\$ 4,375	\$ 254,375	\$ -
9/30/2036	\$ -	\$ -	\$ -	
TOTALS	\$ 52,540,000	\$ 16,046,299	\$ 68,586,299	\$ -

DRAFT**701 and 702 Employee Benefits Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	1,359,338	2,024,698	1,538,896	1,480,276
	Fund Balance	1,359,338	2,024,698	1,538,896	1,480,276
	Income				
40006	Employer Contribution	2,614,153	2,400,000	2,594,000	2,999,669
40007	Employee Contributions	954,246	905,000	905,000	1,046,721
40008	Trf From Emp Bene Trust	4,763,277	-	-	-
40018	Water Co Contribution	1,382,457	990,000	1,441,000	1,666,483
40020	Perot Theatre Contribut	102,779	87,000	87,500	100,962
40023	Airport Auth Contributi	75,206	58,000	69,000	79,675
40025	Employee Contrib/Flex	-	400	-	-
40027	Empl Cont/Flex/Water Co	-	325,000	-	-
40029	Refund Of Contributions	88,727	40,000	75,000	86,973
40030	Cobra Premiums	20,798	20,000	29,500	34,060
40035	Msfcu Contribution	11,122	9,500	11,700	13,381
40040	Stop Loss Reimbursements	-	-	28,080	32,235
40080	Txk Symphony Contributi	10,263	12,000	11,000	12,772
41000	Interest Revenue	3,086	4,500	8,100	9,123
	Income	10,026,114	4,851,400	5,259,880	6,082,054
	Expenditures				
50001	Expend/Employee Claims	3,433,310	2,650,000	3,830,000	3,941,995
50007	Trf To Benefit Payment	4,763,276	-	-	-
50008	Expend/Empl Claims/Flex	646,303	591,000	591,000	-
50014	Expenditures/Group Life	221,191	490,068	189,000	625,118
50031	Stop Loss/Admin Costs	670,482	578,932	594,500	794,496
50034	HRA Funding	-	-	-	623,400
50058	Vision Premiums	64,553	66,000	62,000	45,045
51151	Extended Sick Leave	-	50,000	-	-
54504	Special Services	47,000	52,000	52,000	52,000
54521	Excise Fees	371	-	-	-
54523	Bank Service Charges	70	100	-	-
	Expenditures	9,846,556	4,478,100	5,318,500	6,082,054
	Fund Balance	1,538,896	2,397,998	1,480,276	1,480,276

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**703 Fleet Services Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	132,730	160,664	268,447	397,312
30900	Net Invested/Cap Assets	185,965	-	-	-
	Fund Balance	318,695	160,664	268,447	397,312
	Income				
40036	City Contribution	27,350	-	-	-
40050	Trf From General Fund	1,236,979	1,412,500	1,412,500	1,112,500
40055	Transfer Fr Capital Repl	10,000	5,000	5,000	5,000
40074	Contribution-Tutd-Fuel	43,241	-	263,500	266,000
40075	Contribution From TWU	551	2,500	425	450
40078	Contribute-Library-Fuel	693	550	385	390
40079	Contribute-Library-Mant	67	30	600	605
41000	Interest Revenue	71	130	545	325
46062	City Of Texarkana, Ark	-	-	121	-
46086	Recovery Damage Claims	4,155	5,000	12,000	10,000
46088	Miscellaneous Income	1,494	-	500	500
46090	Recovery Prior Yr Exp	-	-	-	-
	Income	1,324,601	1,425,710	1,695,576	1,395,770
	Expenditures				
50069	Trf to Technology Fund	1,664	1,664	1,664	1,777
50501	Depreciation Expense	19,982	-	-	-
51101	Supervision	108,541	112,610	112,610	66,464
51103	Maintenance Operations	134,648	143,359	143,359	182,606
51105	Overtime	8,867	8,332	8,332	8,023
51106	Longevity Pay	2,976	3,264	3,264	3,600
51107	Incentive Pay	2,165	2,165	2,165	2,165
51109	Standby Pay	6,927	7,180	7,180	-
51112	Worker's Comp	3,691	3,771	3,771	5,310
51113	Pensions/Retirement	42,328	43,391	43,391	41,532
51114	Social Security	19,907	19,934	19,934	20,109
51115	Group Insurance	38,073	39,390	39,390	48,685
51120	Auto Allowance	3,000	3,000	3,000	3,000
51122	Tool Allowance	1,600	1,600	1,600	1,600
51199	Accrued Payroll	1,204	-	-	-
52201	Office Supplies	935	1,300	1,300	1,300
52202	Wearing Apparel	1,682	3,000	3,000	3,000
52204	Food Supplies	270	250	250	250
52205	Postage/Shipping	-	50	50	50
52206	Fuels And Lubricants	636,902	798,563	798,563	760,000
52207	Minor Tools And Equip	8,629	15,355	15,355	15,355
52208	Janitorial Supplies	1,449	2,500	2,500	2,500
52209	Chemical Supplies	1,004	1,500	1,500	1,500
52213	Computer Supplies	5,050	-	-	-
52220	Safety Related Supplies	13	600	600	600

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**703 Fleet Services Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
53301	Buildings	8,978	9,965	9,965	7,000
53400	Computer Hard & Software	156	5,100	5,100	5,100
53403	Motor Vehicles-Dept. Use	-	3,291	3,291	-
53404	Motor Vehicles-Fleet	294,891	305,464	305,464	310,000
53405	Security & Surveillance	-	1,500	1,500	1,500
54500	Communications-In House	1,126	1,400	1,400	1,200
54501	Communications-Cellular	1,386	2,200	2,200	1,500
54502	Rental	828	1,200	1,200	600
54503	Insurance & Bond	4,317	4,800	4,800	4,800
54504	Special Services	868	300	300	300
54506	Travel	524	5,000	5,000	5,000
54507	Utilities-Electricity	5,226	5,900	5,900	5,900
54508	Utilities-Water & Sewer	2,369	2,150	2,150	2,150
54509	Utilities-Gas	2,126	4,850	4,850	4,850
54525	Advertising	-	-	813	900
54608	Dues And Memberships	547	813	-	-
	Expenditures	1,374,849	1,566,711	1,566,711	1,520,226
	Fund Balance	268,447	19,663	397,312	272,856

Attachment: Budget Highlights Presentation (1126 : Ordinance No. 2014-073 Budget)

DRAFT**704 Capital Replacement Fund**

		Actual 12-13	Adopted 13-14	Revised 13-14	Proposed 14-15
	Fund Balance				
30000	Fund Balance	791,784	846,887	848,537	269,067
	Fund Balance	791,784	846,887	848,537	269,067
	Income				
40050	Trf From General Fund	800,000	1,200,000	1,200,000	1,000,000
41000	Interest Revenue	1,537	2,800	2,000	245
46084	Sale Of Surplus Propert	52,043	15,000	49,677	35,000
46086	Recovery Damage Claims	-	-	-	-
46704	Trf from 2008 Tax Note	-	-	-	-
	Income	853,580	1,217,800	1,251,677	1,035,245
	Expenditures				
50059	Trf To Fleet	10,000	5,000	5,000	5,000
55704	Motor Vehicles	786,827	1,776,588	1,765,507	1,294,930
55706	Heavy Equipment	-	60,640	60,640	-
	Expenditures	796,827	1,842,228	1,831,147	1,299,930
	Fund Balance	848,537	222,459	269,067	4,382

DRAFT

City of Texarkana, Texas

Analysis of Property Tax Revenues

	Actual 2012-13	Adopted 2013-14	Revised 2013-14	Proposed 2014-15
<u>Valuation</u>				
General Fund	1,686,000,980	1,624,941,660	1,624,941,660	1,579,614,466
TIRZ 1	30,067,601	66,665,688	66,665,688	45,437,526
TIRZ 2	-	-	-	-
Debt Service Fund	768,001,501	756,761,859	756,761,859	746,523,609
Total Valuation	2,484,070,082	2,448,369,207	2,448,369,207	2,371,575,601
<u>Property Tax Revenues</u>				
Levy to General Fund	10,280,076	10,341,406	10,664,511	10,572,249
Levy to TIRZ#1	173,155	446,189	298,848	304,110
Levy to TIRZ#2	-	-	-	-
Debt Service Fund	5,146,278	5,064,954	5,148,088	4,996,430
Deduct Delinquencies	294,533	467,651	483,342	407,931
Total Current Collections	15,304,976	15,384,898	15,628,104	15,464,859
Total Delinquent Collections	278,118	300,000	294,636	294,636
Total of Collections	15,583,094	15,684,898	15,922,740	15,759,495
<u>Tax Rate Distributions</u>				
General Fund	0.454266	0.436613	0.443019	0.445789
TIRZ #1	0.008101	0.018838	0.012415	0.012823
Debt Service	0.206926	0.213842	0.213859	0.210680
Total of Tax Rates	0.669293	0.669293	0.669293	0.669293
<u>Fund Distribution</u>				
<u>Current Tax:</u>				
General Fund	10,387,873	10,036,334	10,344,576	10,300,542
TIRZ #1	185,254	433,026	289,883	296,295
Debt Service	4,731,849	4,915,538	4,993,646	4,868,022
Total Current Tax	15,304,976	15,384,898	15,628,104	15,464,859
<u>Delinquent Tax:</u>				
General Fund	190,779	200,000	197,103	197,103
TIRZ #1	-	-	-	-
Debt Service	87,339	100,000	97,533	97,533
Total Delinquent Tax	278,118	300,000	294,636	294,636
<u>Percentage Distribution:</u>				
General Fund	0.6787	0.6524	0.6620	0.6661
TIRZ #1	0.0121	0.0281	0.0185	0.0192
Debt Service	0.3092	0.3195	0.3195	0.3148
Total Distribution	1.0000	1.0000	1.0000	1.0000

ORDINANCE NO. 2014-073

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE BUDGET ESTIMATE OF THE REVENUES AND EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2014; ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE BUDGET BEGINNING OCTOBER 1, 2014; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith TO THE EXTENT OF SUCH CONFLICT; CONTAINING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2013, and ending September 30, 2014, be amended as shown in the City Budget for the fiscal year beginning October 1, 2014, and ending September 30, 2015.

SECTION 2: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2014 and ending September 30, 2015, be and is hereby adopted and approved as the budget for such fiscal year.

SECTION 3: That a copy of said final adopted budget shall be filed with the City Secretary, the Texarkana Public Library, and placed on the City's website.

SECTION 4: GENERAL FUND

ANTICIPATED REVENUES/TRANSFERS IN

General Property Taxes	\$10,616,498
Taxes – Other	15,039,812
Franchise Taxes	1,750,624
Fees and Permits	163,871
Charges for Services	954,740
Fines and Forfeitures	1,607,171
Grants and Entitlements	774,699
Intergovernmental Revenue	201,602
Other Revenue	76,235
Interest Income	30,068
Rental Income	15,056
Transfers In	550,650
Fund Balance Appropriated	0
<u>Total General Fund Revenues</u>	<u>\$31,781,026</u>

AUTHORIZED EXPENDITURES/TRANSFERS OUT

General Government

City Council	\$67,011
City Manager	868,268
Administrative Services	0
Public Information Officer	0
City Secretary	0
Human Resources	317,247
Vital Statistics	0
City Attorney	167,000
Municipal Court	631,176
Finance	734,165

Total General Government	\$2,784,867
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Veterans Office	\$11,060
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Non-Operating	\$5,391,751
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Public Safety

Police Administration	\$1,812,626
Patrol Division	5,039,605
Services Division	2,596,289

Total Public Safety	\$9,448,520
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Fire and Emergency Management

Fire Administration	\$236,326
Fire Operations	5,205,656
Building and Life Safety	514,027
Homeland Security	33,000

Total Fire Department	\$5,988,999
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Public Works

Engineering & Infrastructure	\$182,647
Engineering Design	315,582
Street Maintenance	2,681,480
Sign & Signal	417,248
Storm water Management	243,453
Downtown Trans Enhancement	717,500
Community & Public Works	0

Total Community & Public Works	\$4,557,910
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Planning and Community Development

Community Development	\$510,647
Farmers Market	1,500

Total Planning and Community Development	\$512,147
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Inspections and Code Enforcement

Inspection	\$ 387,949
Environmental Services	155,426
Code Enforcement	298,985

Animal Control	267,285
Environmental Health Service	60,982
Total Inspections and Code Enforcement	\$1,170,627

Parks & Recreation and Community Health

Building Maintenance	\$ 256,251
Parks & Recreation Administration	216,300
Parks Maintenance	1,035,762
Recreational Programs/Activities	203,207
Senior Citizens Program	84,180
Special Events	20,975
Beverly Community Center	0
Sports Promotion	80,250
Total Parks & Recreation and Community Health	\$1,896,925

Total Expenditures	\$31,762,806
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SECTION 5: NARCOTICS DIVISION OPERATIONS FUND

ANTICIPATED REVENUES

Forfeitures	\$30,000
Investment Earnings	600
Receivable Interest	80
Fund Balance Appropriated	74,058
Total Anticipated Revenues	\$104,738

AUTHORIZED EXPENDITURES

Operations	\$104,738
Total Anticipated Expenditures	\$104,738

SECTION 6: PERSONNEL POLICY FUND

ANTICIPATED REVENUES

Transfer from General Fund	\$502,000
Investment Earnings	2,150
Total Anticipated Revenues	\$504,150

AUTHORIZED EXPENDITURES

Termination Pay	\$175,000
Operations	315,500
Total Anticipated Expenditures	\$330,500

SECTION 7: WORKERS' COMPENSATION FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$393,000
Interest Revenue	1,300
<u>Anticipated Fund Balance Appropriated</u>	<u>150,200</u>
<u>Total Anticipated Revenues</u>	<u>\$544,500</u>

AUTHORIZED EXPENDITURES

Transfer to General Fund	\$200,000
<u>Insurance Premiums</u>	<u>344,500</u>
<u>Total Expenditures</u>	<u>\$544,500</u>

SECTION 8: COURT SECURITY FUND

ANTICIPATED REVENUES

Court Security Fees	\$21,000
<u>Fund Balance Appropriated</u>	<u>1,578</u>
<u>Total Anticipated Revenues</u>	<u>\$22,578</u>

AUTHORIZED EXPENDITURES

<u>Operations</u>	<u>\$22,578</u>
<u>Total Expenditures</u>	<u>\$22,578</u>

SECTION 9: GENERAL PROPERTY & LIABILITY FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$214,205
Investment Earnings	260
<u>Fund Balance Appropriated</u>	<u>16,480</u>
<u>Total Anticipated Revenues</u>	<u>\$230,945</u>

AUTHORIZED EXPENDITURES

<u>Insurance Premiums</u>	<u>\$230,945</u>
<u>Total Anticipated Expenditures</u>	<u>\$230,945</u>

SECTION 10: BI-STATE CENTRAL RECORDS AND COMMUNICATIONS

ANTICIPATED REVENUES

<u>Transfer from City of Texarkana, Arkansas</u>	<u>\$2,239,748</u>
<u>Total Anticipated Revenues</u>	<u>\$2,239,748</u>

AUTHORIZED EXPENDITURES

Operations	\$2,239,748
<u>Total Anticipated Expenditures</u>	<u>\$2,239,748</u>

SECTION 11: CONSERVATION REVOLVING LOAN FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$10,340
Transfers from Other Funds	3,085
Investment & Advertising Revenue	75
<u>Total Anticipated Revenues</u>	<u>\$13,500</u>

AUTHORIZED EXPENDITURES

Operations	\$13,500
<u>Total Expenditures</u>	<u>\$13,500</u>

SECTION 12: COURT TECHNOLOGY FUND

ANTICIPATED REVENUES

Interest Revenue	\$2
Court Technology Fees	27,500
<u>Total Anticipated Revenues</u>	<u>\$27,502</u>

AUTHORIZED EXPENDITURES

Operations	\$22,668
<u>Total Expenditures</u>	<u>\$22,668</u>

SECTION 13: TECHNOLOGY FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$202,974
<u>Total Anticipated Revenues</u>	<u>\$202,974</u>

AUTHORIZED EXPENDITURES

Operations	\$189,541
<u>Total Anticipated Expenditures</u>	<u>\$189,541</u>

SECTION 14: TIRZ FUND

ANTICIPATED REVENUES

City Property Taxes	\$296,295
Bowie County Property Taxes	78,500
<u>Investment Earnings</u>	<u>800</u>
<u>Total Anticipated Revenues</u>	<u>\$375,595</u>

AUTHORIZED EXPENDITURES

Transfer to General Fund	\$ 12,000
Transfer to Debt Service Fund	252,450
<u>Operations</u>	<u>300</u>
<u>Total Authorized Expenditures</u>	<u>\$264,750</u>

SECTION 15: SUPPORTIVE HOUSING GRANT FUND

ANTICIPATED REVENUES

<u>Grant Revenue</u>	<u>\$314,450</u>
<u>Total Anticipated Revenues</u>	<u>\$314,450</u>

AUTHORIZED EXPENDITURES

<u>Operations</u>	<u>\$314,449</u>
<u>Total Authorized Expenditures</u>	<u>\$314,449</u>

SECTION 16: CDBG REVOLVING LOAN FUND

ANTICIPATED REVENUES

<u>Grant Revenue</u>	<u>\$100,000</u>
<u>Total Anticipated Revenue</u>	<u>\$100,000</u>

AUTHORIZED EXPENDITURES

<u>Operations</u>	<u>\$100,000</u>
<u>Total Authorized Expenditures</u>	<u>\$100,000</u>

SECTION 17: COMMUNITY DEVELOPMENT BLOCK GRANT FUND

ANTICIPATED REVENUES

<u>Grant Revenue</u>	<u>\$1,161,608</u>
<u>Total Anticipated Revenues</u>	<u>\$1,161,608</u>

AUTHORIZED EXPENDITURES

Operations	\$1,161,608
<u>Total Authorized Expenditures</u>	<u>\$1,161,608</u>

SECTION 18: EPA PETROLEUM GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$162,765
<u>Total Anticipated Revenues</u>	<u>\$162,765</u>

AUTHORIZED EXPENDITURES

Operations	\$162,765
<u>Total Authorized Expenditures</u>	<u>\$162,765</u>

SECTION 19: EPA REVOLVING LOAN GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$837,333
<u>Total Anticipated Revenues</u>	<u>\$837,333</u>

AUTHORIZED EXPENDITURES

Sub-Grants	\$390,000
Project Loans	390,000
Operations	57,333
<u>Total Authorized Expenditures</u>	<u>\$837,333</u>

SECTION 20: EPA MULTI-PURPOSE GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$188,236
<u>Total Anticipated Revenue</u>	<u>\$188,236</u>

AUTHORIZED EXPENDITURES

Operations	\$188,236
<u>Total Authorized Expenditures</u>	<u>\$188,236</u>

SECTION 21: TDHCA HOME PROGRAM GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$411,625
<u>Total Anticipated Revenues</u>	<u>\$411,625</u>

AUTHORIZED EXPENDITURES

Reconstruction Expenditures	\$338,930
Operations	72,695
<u>Total Authorized Expenditures</u>	<u>\$411,625</u>

SECTION 22: PEROT THEATRE OPERATIONS FUND

ANTICIPATED REVENUES

Transfer from Other Funds	\$268,400
Revenue from Operations	32,000
Investment Earnings	375
Fund Balance Appropriated	23,003
<u>Total Anticipated Revenues</u>	<u>\$323,778</u>

AUTHORIZED EXPENDITURES

Transfer to Building Maintenance Fund	\$40,000
Operations	283,778
<u>Total Authorized Expenditures</u>	<u>\$323,778</u>

SECTION 23: HOTEL OCCUPANCY TAX FUND

ANTICIPATED REVENUES

Transfer from Other Funds	\$85,327
Fund Balance Appropriated	55,976
Hotel Occupancy Tax Revenue	1,218,000
Investment Earnings	751
<u>Total Anticipated Revenues</u>	<u>\$1,360,054</u>

AUTHORIZED EXPENDITURES

Transfer to Other Funds	\$842,458
Paid to Sub-Recipients	261,989
Operations	255,607
<u>Total Authorized Expenditures</u>	<u>\$1,360,054</u>

SECTION 24: PEROT THEATRE BUILDING MAINTENANCE FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$27,500
Theatre Enhancement Fees	50,000
Transfers from Other Funds	40,000
Interest	2,500
<u>Total Anticipated Revenues</u>	<u>\$120,000</u>

AUTHORIZED EXPENDITURES

Building Repairs and Enhancements	\$120,000
<u>Total Authorized Expenditures</u>	<u>\$120,000</u>

SECTION 25: HOUSING FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$90,000
Investment Earnings	10,000
<u>Total Anticipated Revenues</u>	<u>\$100,000</u>

AUTHORIZED EXPENDITURES

Housing Match	\$100,000
<u>Total Authorized Expenditures</u>	<u>\$100,000</u>

SECTION 26: LAW ENFORCEMENT BLOCK GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$39,228
Investment Earnings	5
<u>Total Anticipated Revenues</u>	<u>\$39,233</u>

AUTHORIZED EXPENDITURES

Tools and Equipment	\$19,614
County ½ Share of Grant	19,614
<u>Total Authorized Expenditures</u>	<u>\$39,228</u>

SECTION 27: LAW ENFORCEMENT STATE GRANT FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$6,534
Grant Revenue	6,500
Investment Earnings	35
<u>Total Anticipated Revenues</u>	<u>\$13,069</u>

AUTHORIZED EXPENDITURES

Operations	\$13,069
<u>Total Authorized Expenditures</u>	<u>\$13,069</u>

SECTION 28: METROPOLITAN PLANNING ORGANIZATION

ANTICIPATED REVENUES

Grant Revenue	\$228,757
City Contribution	12,243
<u>Total Anticipated Revenues</u>	<u>\$241,000</u>

AUTHORIZED EXPENDITURES

Operations	\$241,000
<u>Total Authorized Expenditures</u>	<u>\$241,000</u>

SECTION 29: ECONOMIC DEVELOPMENT FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$156,379
Franchise Fees	400,000
Investment Earnings	4,200
<u>Total Anticipated Revenues</u>	<u>\$560,579</u>

AUTHORIZED EXPENDITURES

Transfer to General Fund	\$234,500
Economic Incentive Programs	100,000
Operations	151,079
Military Affairs	25,000
Grant/Loan Matching Funds	50,000
<u>Total Authorized Expenditures</u>	<u>\$560,579</u>

SECTION 30: EPA BROWNFIELD GRANT FUND

ANTICIPATED REVENUES

Grant Revenue	\$79,375
<u>Total Anticipated Revenues</u>	<u>\$79,375</u>

AUTHORIZED EXPENDITURES

Operations	\$79,375
<u>Total Authorized Expenditures</u>	<u>\$79,375</u>

SECTION 31: ROTARY SPLASH PAD FUND

ANTICIPATED REVENUES

Interest Revenue	\$ 40
Contributions	\$37,624
<u>Total Anticipated Revenues</u>	<u>\$37,664</u>

AUTHORIZED EXPENDITURES

Improvements	\$0
<u>Total Authorized Expenditures</u>	<u>\$0</u>

SECTION 32: DEBT SERVICE FUND

ANTICIPATED REVENUES

General Property Taxes	\$4,965,555
Penalty and Interest	68,000
Transfers from Other Funds	957,348
Investment Earnings	3,500
<u>Total Anticipated Revenues</u>	<u>\$5,994,403</u>

AUTHORIZED EXPENDITURES

Bond Payments	\$5,738,883
Agent Fees	4,000
<u>Total Authorized Expenditures</u>	<u>\$5,742,883</u>

SECTION 33: PUBLIC HEALTH FUND

ANTICIPATED REVENUES

Grant Revenue	\$979,467
City Contribution	75,000
County Contribution	75,000
Investment Earnings	4,000
Clinic Fees	8,000
<u>Total Anticipated Revenues</u>	<u>\$1,141,467</u>

AUTHORIZED EXPENDITURES

Health Administration	\$171,852
Community and Rural Health Services	95,519
WIC	352,638
Public Health Services	104,238
Diabetes	80,802
Family Planning	203,516
<u>Total Authorized Expenditures</u>	<u>\$1,008,565</u>

SECTION 34: TEXARKANA PUBLIC LIBRARY

ANTICIPATED REVENUES

City Contribution	\$460,239
Other Revenue	451,174
<u>Total Anticipated Revenues</u>	<u>\$911,413</u>

AUTHORIZED EXPENDITURES

Operations	\$911,413
<u>Total Authorized Expenditures</u>	<u>\$911,413</u>

SECTION 35: FEDERAL ASSET FORFEITURE FUND

ANTICIPATED REVENUES

Forfeitures	\$35,000
Investment Earnings	250
<u>Total Anticipated Revenues</u>	<u>\$35,250</u>

AUTHORIZED EXPENDITURES

Tools and Equipment	\$30,000
<u>Total Authorized Expenditures</u>	<u>\$30,000</u>

SECTION 36: EMPLOYEE BENEFITS FUND

ANTICIPATED REVENUES

Employer Contributions	\$2,999,669
Employee Contributions	1,046,721
Investment Earnings	9,123
Contributions from Other Agencies	1,905,508
Other Revenue	121,033
<u>Total Anticipated Revenues</u>	<u>\$6,082,054</u>

AUTHORIZED EXPENDITURES

Health Claims	\$3,941,995
Insurance Premiums	625,118
HRA Funding	623,400
Administrative Expenses	891,541
<u>Total Authorized Expenditures</u>	<u>\$6,082,054</u>

SECTION 37: FLEET SERVICES FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$124,456
Transfers from Other Funds	1,384,945
Investment Earnings	325
Other Revenue	10,500
<u>Total Anticipated Revenues</u>	<u>\$1,520,226</u>

AUTHORIZED EXPENDITURES

Operations	\$1,520,226
<u>Total Authorized Expenditures</u>	<u>\$1,520,226</u>

SECTION 38: CAPITAL REPLACEMENT FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$264,685
Transfer from General Fund	1,000,000
Investment Earnings	245
Other Revenue	35,000
<u>Total Anticipated Revenues</u>	<u>\$1,299,930</u>

AUTHORIZED EXPENDITURES

Transfer to Fleet Fund	\$5,000
Vehicles and Equipment	1,294,930
<u>Total Authorized Expenditures</u>	<u>\$1,299,930</u>

SECTION 39: FIREMEN'S FUND

ANTICIPATED REVENUES

Employer Contributions	\$788,000
Employee Contributions	545,700
Investment Earnings	3,142,300
<u>Total Anticipated Revenues</u>	<u>\$4,476,000</u>

AUTHORIZED EXPENDITURES

Retirement Payments	\$2,184,000
Agent Fees	253,000
Operations	35,875
<u>Total Authorized Expenditures</u>	<u>\$2,472,875</u>

SECTION 40: MEMBER CITY WATER REVENUE

ANTICIPATED REVENUES

Member City Water Revenue	\$956,798
<u>Total Anticipated Revenues</u>	<u>\$956,798</u>

AUTHORIZED EXPENDITURES

Operations	\$956,798
<u>Total Authorized Expenditures</u>	<u>\$956,798</u>

SECTION 41: BOND FUNDS COMBINED

ANTICIPATED REVENUES

Fund Balance Appropriated	\$2,374,432
Investment Earnings	8,000
<u>Total Anticipated Revenues</u>	<u>\$2,382,432</u>

AUTHORIZED EXPENDITURES

Project Expenditures	\$2,382,432
<u>Total Authorized Expenditures</u>	<u>\$2,382,432</u>

SECTION 42: TEXARKANA WATER UTILITIES – TEXAS REVENUE FUND

ANTICIPATED REVENUES

Water and Sewer Revenue	\$15,805,626
Other Revenue	1,812,830
Investment Earnings	7,709
<u>Total Anticipated Revenues</u>	<u>\$17,626,165</u>

AUTHORIZED EXPENDITURES

Transfers to Bond Funds	\$559,473
Operations	13,015,669
Transfers Out	533,909
Other Expenditures	2,848,616
<u>Total Authorized Expenditures</u>	<u>\$16,957,667</u>

SECTION 43: TEXARKANA WATER UTILITIES – TEXAS BOND RESERVE FUND

ANTICIPATED REVENUES

Investment Earnings	\$2,999
<u>Total Anticipated Revenues</u>	<u>\$2,999</u>

AUTHORIZED EXPENDITURES

Previously scheduled release of portion of reserve to 2005 Bond Fund that pays off in 2017	\$1,025
<u>Total Authorized Expenditures</u>	<u>\$1,025</u>

SECTION 44: TEXARKANA WATER UTILITIES – TEXAS 2004 BOND FUND

ANTICIPATED REVENUES

Fund Balance Appropriated	\$120
Transfers from Other Funds	191,732

<u>Investment Earnings</u>	228
<u>Total Anticipated Revenues</u>	<u>\$192,080</u>

AUTHORIZED EXPENDITURES

Bond Payments	\$191,757
<u>Agent Fees</u>	323
<u>Total Anticipated Expenditures</u>	<u>\$192,080</u>

SECTION 45: TEXARKANA WATER UTILITIES – 2005 BOND FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$206,405
<u>Investment Earnings</u>	273
<u>Total Anticipated Revenues</u>	<u>\$206,678</u>

AUTHORIZED EXPENDITURES

Bond Payments	\$206,678
<u>Total Anticipated Expenditures</u>	<u>\$206,678</u>

SECTION 46: TEXARKANA WATER UTILITIES – 2013 BOND FUND

ANTICIPATED REVENUES

Appropriated Fund Balance	\$3,553
Transfers from Other Funds	162,361
<u>Investment Earnings</u>	130
<u>Total Anticipated Revenues</u>	<u>\$166,044</u>

AUTHORIZED EXPENDITURES

Bond Payments	\$166,044
<u>Total Authorized Expenditures</u>	<u>\$166,044</u>

SECTION 47: TEXARKANA WATER UTILITIES – TEXAS CAPITAL IMPROVEMENT FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$888,350
Investment Earnings	3,000
Other Fees	300
<u>Fund Balance Appropriated</u>	1,344,628
<u>Total Anticipated Revenues</u>	<u>\$2,236,278</u>

AUTHORIZED EXPENDITURES

Project Expenditures	\$2,236,278
<u>Total Authorized Expenditures</u>	<u>\$2,236,278</u>

SECTION 48: TEXARKANA WATER UTILITIES – TEXAS INFRASTRUCTURE FUND

ANTICIPATED REVENUES

Transfers to Other Funds	\$560,000
Investment Earnings	5,759
Fund Balance Appropriated	754,241
<u>Total Anticipated Revenues</u>	<u>\$1,320,000</u>

AUTHORIZED EXPENDITURES

Project Expenditures	\$1,320,000
<u>Total Authorized Expenditures</u>	<u>\$1,320,000</u>

SECTION 49: TEXARKANA WATER UTILITIES – TEXAS CUSTOMER LOAN FUND

ANTICIPATED REVENUES

Investment Earnings	\$113
<u>Total Anticipated Revenues</u>	<u>\$113</u>

AUTHORIZED EXPENDITURES

	\$0
<u>Total Authorized Expenditures</u>	<u>\$0</u>

SECTION 50: TEXARKANA WATER UTILITIES – 2013 BOND CONSTRUCTION FUND

ANTICIPATED REVENUES

Investment Earnings	\$720
<u>Total Anticipated Revenues</u>	<u>\$720</u>

AUTHORIZED EXPENDITURES

	\$0
<u>Total Authorized Expenditures</u>	<u>\$0</u>

SECTION 51: TEXARKANA WATER UTILITIES – PERSONNEL POLICY FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$70,000
Investment Earnings	472
Fund Balance Appropriated	7,588
<u>Total Anticipated Revenues</u>	<u>\$78,060</u>

AUTHORIZED EXPENDITURES

Termination Pay	\$40,000
Social Security	3,060
Post-Retirement Benefits	\$35,000
<u>Total Authorized Expenditures</u>	<u>\$78,060</u>

SECTION 52: TEXARKANA WATER UTILITIES – WAGGONER CREEK CAPITAL IMPROVEMENT FUND

ANTICIPATED REVENUES

Transfers from Other Funds	\$70,000
Investment Earnings	11,506
Fund Balance Appropriated	2,518,947
<u>Total Anticipated Revenues</u>	<u>\$2,600,453</u>

AUTHORIZED EXPENDITURES

Project Expenditures	\$2,600,453
<u>Total Authorized Expenditures</u>	<u>\$2,600,453</u>

SECTION 53: TEXARKANA WATER UTILITIES – LTWSC CAPITAL IMPROVEMENT FUND

ANTICIPATED REVENUES

Contributions from Other Agencies	\$44,219
Transfers from Other Funds	355,782
Investment Earnings	4,400
Fund Balance Appropriated	674,448
<u>Total Anticipated Revenues</u>	<u>\$1,078,849</u>

AUTHORIZED EXPENDITURES

Project Expenditures	\$1,078,849
<u>Total Authorized Expenditures</u>	<u>\$1,078,849</u>

SECTION 54: TEXARKANA WATER UTILITIES – MILLWOOD WTP DEPRECIATION FUND

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$103,000	\$60,711
Investment Earnings	359	222
Fund Balance Appropriated	943,854	269,061
<u>Total Anticipated Revenues</u>	<u>\$1,047,213</u>	<u>\$329,994</u>

AUTHORIZED EXPENDITURES

		<u>Texas</u>
Project Expenditures	\$1,047,213	\$329,994
Total Authorized Expenditures	\$1,047,213	\$329,994

SECTION 55: TEXARKANA WATER UTILITIES – NORTH TEXARKANA WWTP DEPRECIATION FUND

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$20,000	\$7,800
Investment Earnings	22	7
Fund Balance Appropriated	32,978	12,863
Total Anticipated Revenues	\$53,000	\$20,670

AUTHORIZED EXPENDITURES

		<u>Texas</u>
Project Expenditures	\$53,000	\$20,670
Total Authorized Expenditures	\$53,000	\$20,670

SECTION 56: TEXARKANA WATER UTILITIES – SOUTH REGIONAL WWTP DEPRECIATION FUND

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$150,000	\$92,745
Investment Earnings	2,420	1,496
Fund Balance Appropriated	375,580	232,221
Total Anticipated Revenues	\$528,000	\$326,462

AUTHORIZED EXPENDITURES

		<u>Texas</u>
Project Expenditures	\$528,000	\$326,462
Total Authorized Expenditures	\$528,000	\$326,462

SECTION 57: TEXARKANA WATER UTILITIES – COMPOSTING FUND

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$200,000	\$123,660
Investment Earnings	1,220	754
Fund Balance Appropriated	154,780	95,701
Total Anticipated Revenues	\$356,000	\$220,115

AUTHORIZED EXPENDITURES

		<u>Texas</u>
Operations	\$356,000	\$220,115
Total Authorized Expenditures	\$356,000	\$220,115

FUND SECTION 58: TEXARKANA WATER UTILITIES – EQUIPMENT ACQUISITION

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$300,000	\$185,490
Investment Earnings	3,700	2,288
<u>Fund Balance Appropriated</u>	<u>385,196</u>	<u>244,516</u>
<u>Total Anticipated Revenues</u>	<u>\$688,896</u>	<u>\$432,294</u>

AUTHORIZED EXPENDITURES

		<u>Texas</u>
<u>Equipment Expenditures</u>	<u>\$688,896</u>	<u>\$432,294</u>
<u>Total Authorized Expenditures</u>	<u>\$688,896</u>	<u>\$432,294</u>

SECTION 59: TEXARKANA WATER UTILITIES – TECHNOLOGY FUND

ANTICIPATED REVENUES

		<u>Texas</u>
Transfers from Other Funds	\$600,000	\$370,980
Investment Earnings	1,697	1,049
Contributions from Other Agencies	263,314	0
<u>Fund Balance Appropriated</u>	<u>481,705</u>	<u>350,707</u>
<u>Total Anticipated Revenues</u>	<u>\$1,346,716</u>	<u>\$722,736</u>

AUTHORIZED EXPENDITURES

		<u>Texas</u>
<u>Technology Expenditures</u>	<u>\$1,346,716</u>	<u>\$722,736</u>
<u>Total Authorized Expenditures</u>	<u>\$1,346,716</u>	<u>\$722,736</u>

SECTION 60: That the City Council hereby approves the funding and purchases that are made pursuant to interlocal agreements as provided by Chapter 271, Subchapter (D) and (F) of the Texas Local Government Code, in this budget and authorizes the City Manager/Chief Executive Officer and his designated employees, at his discretion, to purchase, sign contracts and documents authorizing the payment of funds, and to expend public funds that have been expressly designated, approved, and appropriated in this budget, as set out in the 2014-2015 fiscal year Capital Replacement Fund.

SECTION 61: Operating funds encumbered on the financial records as of September 30, 2014, are hereby re-appropriated to Fiscal Year 2015.

SECTION 62: 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 63: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 64: This Ordinance shall be in full force and effect from and after its passage and approval, and after the adoption of this budget or budget amendment, budget officer shall provide for the

filing of a true copy of the approved budget or amendment in the Office of the City Secretary.

PASSED AND APPROVED and ordered published by the City Council of the City of Texarkana, Texas, in Regular Council Session on this the 11th day of August, 2014.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

TEXARKANA WATER UTILITIES													
OPERATING BUDGET TOTALS													
FISCAL YEAR 2015 TO FISCAL YEAR 2014 COMPARISON													
		FY 2015						FY 2014					
Division		Arkansas	Texas	Mandeville	Union	Totals		Arkansas	Texas	Mandeville	Union	Totals	Change
110	Admin	152,598.00	236,790.00			389,388.00		126,686.00	208,373.00			335,059.00	54,329.00
120	Safety/Security	36,972.00	59,891.00			96,863.00		36,867.00	60,635.00			97,502.00	(639.00)
210	Acctg/Personnel	161,664.00	261,873.00	1,730.00	6,919.00	432,186.00		162,962.00	268,041.00	1,646.00	6,586.00	439,235.00	(7,049.00)
230	CIS	349,045.00	712,713.00			1,061,758.00		323,501.00	676,551.00			1,000,052.00	61,706.00
310	Customer Service	328,925.00	532,825.00	9,071.00	36,284.00	907,105.00		310,286.00	510,355.00	8,639.00	34,552.00	863,832.00	43,273.00
330	Field Services	242,129.00	393,091.00	6,687.00	26,746.00	668,653.00		241,036.00	396,456.00	6,711.00	26,842.00	671,045.00	(2,392.00)
410	Water Prod-WP		2,908,312.00			2,908,312.00			3,077,659.00			3,077,659.00	(169,347.00)
420	Water Prod-MW	1,075,339.00				1,075,339.00		1,017,290.00				1,017,290.00	58,049.00
490	IP Water		958,153.00			958,153.00			872,025.00			872,025.00	86,128.00
520	Wagner Cr		368,630.00			368,630.00			370,478.00			370,478.00	(1,848.00)
530	SRWWTP	1,416,417.00	2,279,616.00			3,696,033.00		1,375,480.00	2,250,313.00			3,625,793.00	70,240.00
540	NTWWTP	194,355.00	800.00			195,155.00		205,786.00	800.00			206,586.00	(11,431.00)
580	Composting	121,842.00	197,366.00			319,208.00		123,061.00	202,412.00			325,473.00	(6,265.00)
610	Ops Admin	93,438.00	151,356.00			244,794.00		92,816.00	152,662.00			245,478.00	(684.00)
612	Utility Constr	334,266.00	541,464.00			875,730.00		332,936.00	547,614.00			880,550.00	(4,820.00)
620	Water Distr	498,427.00	807,404.00	4,291.00	17,163.00	1,327,285.00		491,094.00	807,750.00	4,540.00	18,161.00	1,321,545.00	5,740.00
622	Water Distr-RR		28,556.00			28,556.00			30,359.00			30,359.00	(1,803.00)
630	Sewer Collection	399,615.00	647,318.00			1,046,933.00		391,018.00	644,646.00			1,035,664.00	11,269.00
640	Fleet Services	173,690.00	237,119.00			410,809.00		173,471.00	240,362.00			413,833.00	(3,024.00)
643	AR Police Veh	26,400.00				26,400.00		23,750.00				23,750.00	2,650.00
644	AR Fire Veh	35,850.00				35,850.00		36,200.00				36,200.00	(350.00)
645	AR PW Veh	119,150.00				119,150.00		120,150.00				120,150.00	(1,000.00)
646	AR Other Veh	11,950.00				11,950.00		11,850.00				11,850.00	100.00
710	Engineering	274,703.00	444,981.00			719,684.00		263,320.00	433,111.00			696,431.00	23,253.00
720	Engineering I&I	69,488.00	112,562.00			182,050.00		87,438.00	143,816.00			231,254.00	(49,204.00)
740	GIS Development	131,798.00	277,009.00			408,807.00		131,441.00	280,096.00			411,537.00	(2,730.00)
750	Environmental Svc	140,032.00	226,829.00			366,861.00		107,940.00	177,538.00			285,478.00	81,383.00
830/831	Leary		20,610.00			20,610.00			21,181.00			21,181.00	(571.00)
Total		6,388,093.00	12,405,268.00	21,779.00	87,112.00	18,902,252.00		6,186,379.00	12,373,233.00	21,536.00	86,141.00	18,667,289.00	234,963.00
													1.26%

TEXARKANA WATER UTILITIES													
OPERATING BUDGET TOTALS													
FISCAL YEAR 2014 REVISED TO FISCAL YEAR 2014 BUDGETED COMPARISON													
FY 2014 REVISED (PROJECTED)							FY 2014						
Division		Arkansas	Texas	Mandeville	Union	Totals		Arkansas	Texas	Mandeville	Union	Totals	Change
110	Admin	134,624.00	221,433.00			356,057.00		126,686.00	208,373.00			335,059.00	20,998.00
120	Safety/Security	32,706.00	53,793.00			86,499.00		36,867.00	60,635.00			97,502.00	(11,003.00)
210	Acctg/Personnel	141,333.00	246,683.00	2,656.00	10,622.00	401,294.00		162,962.00	268,041.00	1,646.00	6,586.00	439,235.00	(37,941.00)
230	CIS	381,782.00	647,865.00			1,029,647.00		323,501.00	676,551.00			1,000,052.00	29,595.00
310	Customer Service	298,365.00	490,739.00	8,306.00	33,225.00	830,635.00		310,286.00	510,355.00	8,639.00	34,552.00	863,832.00	(33,197.00)
330	Field Services	227,252.00	357,497.00	6,156.00	24,621.00	615,526.00		241,036.00	396,456.00	6,711.00	26,842.00	671,045.00	(55,519.00)
410	Water Prod-WP		2,576,989.00			2,576,989.00			3,077,659.00			3,077,659.00	(500,670.00)
420	Water Prod-MW	1,080,255.00				1,080,255.00		1,017,290.00				1,017,290.00	62,965.00
490	IP Water		932,383.00			932,383.00			872,025.00			872,025.00	60,358.00
520	Wagner Cr		340,265.00			340,265.00			370,478.00			370,478.00	(30,213.00)
530	SRWWTP	1,301,788.00	2,130,291.00			3,432,079.00		1,375,480.00	2,250,313.00			3,625,793.00	(193,714.00)
540	NTWWTP	215,172.00	800.00			215,972.00		205,786.00	800.00			206,586.00	9,386.00
580	Composting	121,156.00	199,277.00			320,433.00		123,061.00	202,412.00			325,473.00	(5,040.00)
610	Ops Admin	92,405.00	151,988.00			244,393.00		92,816.00	152,662.00			245,478.00	(1,085.00)
612	Utility Constr	269,835.00	443,825.00			713,660.00		332,936.00	547,614.00			880,550.00	(166,890.00)
620	Water Distr	424,989.00	699,023.00			1,124,012.00		491,094.00	807,750.00	4,540.00	18,161.00	1,321,545.00	(197,533.00)
622	Water Distr-RR		27,371.00			27,371.00			30,359.00			30,359.00	(2,988.00)
630	Sewer Collection	350,053.00	577,264.00			927,317.00		391,018.00	644,646.00			1,035,664.00	(108,347.00)
640	Fleet Services	170,553.00	235,874.00			406,427.00		173,471.00	240,362.00			413,833.00	(7,406.00)
643	AR Police Veh	26,400.00				26,400.00		23,750.00				23,750.00	2,650.00
644	AR Fire Veh	35,850.00				35,850.00		36,200.00				36,200.00	(350.00)
645	AR PW Veh	119,150.00				119,150.00		120,150.00				120,150.00	(1,000.00)
646	AR Other Veh	11,950.00				11,950.00		11,850.00				11,850.00	100.00
710	Engineering	267,366.00	439,765.00			707,131.00		263,320.00	433,111.00			696,431.00	10,700.00
720	Engineering I&I	79,247.00	130,348.00			209,595.00		87,438.00	143,816.00			231,254.00	(21,659.00)
740	GIS Development	152,215.00	250,366.00			402,581.00		131,441.00	280,096.00			411,537.00	(8,956.00)
750	Environmental Svc	108,848.00	179,032.00			287,880.00		107,940.00	177,538.00			285,478.00	2,402.00
830/831	Leary		18,344.00			18,344.00			21,181.00			21,181.00	(2,837.00)
Total		6,043,294.00	11,351,215.00	17,118.00	68,468.00	17,480,095.00		6,186,379.00	12,373,233.00	21,536.00	86,141.00	18,667,289.00	(1,187,194.00)
													-6.36%

City of Texarkana, Texas

Version: F

Update Date: 7/24/2014 2:37 PM

Briefing Sheet

Lead Department: Public Works **Action Officer:** Debbie Burk,
Subject: Ordinance No. 2014-079 amending Section 8-700(A) of the Zoning Ordinance
by adding the definition of "donation bins".

Briefing: 7/28/2014 **Public Hearing:** 7/14/2014 **Second Briefing:** July 28, 2014 **Council Vote:** 8/11/2014

Item Schedule

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

Updates/History of Briefing:

At the public hearing on July 14th a Ms. Julie Komanetsky, National Children Cancer Society, NCCS, organization representing the current majority of the donation bins in our City. She spoke on the need for these bins to remain as an off premise use to allow this charity which does not have a brick and mortar building in Texarkana to collect donations. She spoke at length about the charity and its help to families of children with cancer and asked Council to reconsider allowing the donation bins for all charities.

Questions from the Council were asked of Ms. Komanetsky (JK) and she indicated information would be brought back to Council. The following questions from Ward 3 Councilperson Tina Veal Gooch (TVG) and Ward 5 Councilperson Bill Miller (BML) were asked:

1. TVG – Since you have been here, what has been your collection to date and what is the dollar value of that? ***JK RESPONSE: I don't know that.*** TVG – requested the answer be brought back to Council.
2. TVG – You said you have eight families in Texarkana that have been served, during what timeframe have they been served and were they residents of the city of Texarkana, Texas and/or Texarkana, Arkansas? ***JK RESPONSE: During the past three years within a 50 mile radius of here.*** TVG – so they are not necessarily Texarkana residents? ***JK RESPONSE: Perhaps not, no. I don't know the specific locations.***
3. BML – Do you have a percentage of the amount that is generated from the donations that actually makes it to you? Is it 100%? What percentage do you know of their collections actually get forwarded to you? ***JK RESPONSE: We are paid based on the poundage from the amount of items collected.*** BML – The percentage is based on what rate? Is it based on the contract? Or a rate just set on the market? ***JK RESPONSE: That's a question for my boss, sorry, who had a death in the family. I don't know the answer.*** TVG – requested the answer be brought back to Council.
4. TVG – What suddenly in the last year peaked your interest about Texarkana in order to put 30 to 40 bins here? ***JK RESPONSE: Sorry, I can't tell you that answer.*** TVG – requested the answer be brought back to Council.
5. BML – What percentage of your revenue comes from the bins you put out nationwide? ***JK RESPONSE: I'll come back to you with the answer.***

City of Texarkana, Texas

Mayor Bruggeman ended the discussion with the following statement: The Council asked several questions. We would appreciate if you could get that information to us as quickly as possible so we can review it.

A letter from Copilevitz & Canter, LLC was received July 10, 2014. The law firm states that in their opinion the ordinance is unconstitutional. Their clients the NCCS currently is operating bins in Texarkana and want to continue. The proposed ordinance provides only for on premise use for the donation bins which will exclude their client and any other group that does not have a physical presence (building) in Texarkana. The law firm is asking for changes in the proposed ordinance definition as follows:

- a. Height of the bin be 6 feet 6 inches to allow for better roof drainage.
- b. Allow off premise bins as an allowed use.
- c. Letters designating bin information be located on the front of the bin no less than 6 inches in height to designate charitable non-profit or for-profit bin.

Executive Summary and Background Information:

Local charity and service organizations have expressed concerns to the City of Texarkana, Texas and Texarkana, Arkansas about the need to control donation drop-off collection bins. Bins were being placed off-premise on commercial properties by for-profit or out of town non-profit organizations. In a cooperative effort with Texarkana, Arkansas, staff mailed out surveys to Texas side non-profit organizations. After reviewing concerns of these organizations, staff drafted a definition and regulations for "donation bin" that would restrict outside interests and conversely benefit local collections.

This item was discussed by the Planning and Zoning Commission at several meetings. At the Commission's recommendation, staff prepared the following definition and regulations which specifically excludes for-profit bins on commercial properties. The bins shall follow accessory building regulations and setback requirements.

Following is the recommendation definition and regulations for "donation bin":

8-700 SPECIAL DEFINITIONS AND EXPLANATIONS NOTED IN USE REGULATIONS

84. Donation Bin – A publicly accessible bin or container designated as an accessory use (see definition) placed on the property of a non-profit organization by said non-profit (i.e. churches, Salvation Army, Goodwill) for the purpose of collecting donations of items such as textiles, shoes, toys, and/or small goods in order to recycle or resale these items. PLEASE NOTE THAT A DONATION BIN IS NOT ALLOWED TO BE PLACED ON PRIVATE COMMERCIAL PROPERTY BY A PRIVATE FOR-PROFIT COMPANY.

The following regulations shall apply to donation bins:

- (1) Donation bins shall not be placed on any property without the express written permission from the property owner and the City of Texarkana, Texas.
- (2) There shall be no more than one (1) donation bin per address where a non-profit existing business structure is located.
- (3) Access to donation bins must be from a paved driveable surface.
- (4) Donation bins shall follow accessory building setback requirements.
- (5) Donation bins shall be of the type that are enclosed by use of a receiving door and locked so that the contents of the bin may not be assessed by anyone other than those responsible for the retrieval of the contents.

City of Texarkana, Texas

- (6) Donation bins shall be emptied regularly and refuse around them collected and removed promptly so as not to create a public nuisance.
- (7) Donation bins shall at all times be maintained and in good repair and clean condition, and shall remain free of graffiti or other markings.

(8) Standards pertaining to donation bins are as follows:

- a. Donation bins shall not exceed six (6) feet in height or width.
- b. Donation bins shall be durable, UV-resistant metal, molded hard plastic, or fiberglass material that is painted or constructed to match the façade of adjacent buildings.
- c. Donation bins shall prominently display the name, address, and telephone number of the owner/operator of the bin in characters no less than four (4) inches in height and no greater than six (6) inches height.
- d. Donation bins shall not be utilized for any advertising, signage, or promotional materials other than the display of the information of the owner/operator as stated in Section (c) above.

(9) The owner of the property shall be responsible for any above violations.

All donation bins profit or non-profit in existence at the time of adoption of this Ordinance must be in compliance with new regulations within ninety (90) days of the date of adoption.

Potential Options:

- Approve the ordinance adopting the definition for donation bins.
- Deny the ordinance.
- Amend the ordinance with a change in the definition.

Fiscal Implications:

Staff Recommendation:

Staff recommends for approval of this new definition and regulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval of this proposed Amendment to the Zoning Ordinance to add a new definition and regulations for a "donation bin".

In cooperation with the City of Texarkana, Arkansas, their Planning Commission's recommendation will

City of Texarkana, Texas

be provided at later date.

Advisory Board/Committee Meeting Date and Minutes:

May 5, 2014.

Excerpt from approved Minutes:

Discussion and consider Amendment to Section 8-700(A) of the Zoning Ordinance adding the definition of “donation bins”.

Ms. Jaster stated that this item had been discussed for several months by the Commission members and staff. She stated that the Commission had asked staff to prepare the definition of “donation bins” that would exclude for-profit bins on commercial properties. Following are the regulations and the definition adding “donation bins” to the definition list prepared by staff:

- 84. Donation Bin – A publicly accessible bin or container designated as an accessory use (see definition) placed on the property of a non-profit organization by said non-profit (i.e. churches, Salvation Army, Goodwill) for the purpose of collecting donations of items such as textiles, shoes, toys, and/or small goods in order to recycle or resale these items. PLEASE NOTE THAT A DONATION BIN IS NOT ALLOWED TO BE PLACED ON PRIVATE COMMERCIAL PROPERTY BY A PRIVATE FOR-PROFIT COMPANY.**

The following regulations shall apply to donation bins:

- (10) Donation bins shall not be placed on any property without the express written permission from the property owner and the City of Texarkana, Texas.
- (11) There shall be no more than one (1) donation bin per address where a non- profit existing business structure is located. A shopping or strip center shall count as one address.
- (12) Access to donation bins must be from a paved driveable surface.
- (13) Donation bins shall follow accessory building setback requirements.
- (14) Donation bins shall be of the type that are enclosed by use of a receiving door and locked so that the contents of the bin may not be assessed by anyone other than those responsible for the retrieval of the contents.
- (15) Donation bins shall be emptied regularly and refuse around them collected and removed promptly so as not to create a public nuisance.
- (16) Donation bins shall at all times be maintained and in good repair and clean condition, and shall remain free of graffiti or other markings.
- (17) Standards pertaining to donation bins are as follows:
 - e. Donation bins shall not exceed six (6) feet in height or width.
 - f. Donation bins shall be durable, UV-resistant metal, molded hard plastic, or fiberglass material that is painted or constructed to match the façade of adjacent buildings.

City of Texarkana, Texas

- g. Donation bins shall prominently display the name, address, and telephone number of the owner/operator of the bin in characters no less than four (4) inches in height and no greater than six (6) inches height.**
- h. Donation bins shall not be utilized for any advertising, signage, or promotional materials other than the display of the information of the owner/operator as stated in Section (c) above.**

(18) The owner of the property shall be responsible for any above violations.

All donation bins profit or non-profit in existence at the time of adoption of this Ordinance must be in compliance with new regulations within ninety (90) days of the date of adoption.

Ms. Kinsey made a motion to approve the definition and regulations. Mr. Larkins seconded the motion. Members voted unanimously for approval of the motion.

RECOMMENDED FOR APPROVAL

Attachments

- a. Goals and Perspectives (DOCX)
- b. Ordinance No. 2014-079 (DOCX)
- c. Letter from law firm concerning donation bin ordinances (PDF)
- d. Natl Childrens Cancer Society 071414 (PDF)
- e. 2nd Letter from law firm concerning donation bins ordinances (PDF)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review	
Completed	06/18/2014 3:46 PM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
06/18/2014 3:47 PM			
City Manager	John Whitson	City Manager Review	Completed 06/19/2014
7:26 AM			
Municipal Prosecutor	Deborah Jones	Review	Completed 06/19/2014
10:41 AM			
City Council	Jennifer Evans	Meeting	Completed 07/22/2014
9:59 AM			

Meeting History

06/23/14	City Council	MOVED FORWARD	Next: 07/14/14
07/14/14	City Council	MOVED FORWARD	Next: 07/28/14

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:

Community and citizen support to regulate the location and whether to allow for-profit donation bins has been a topic of local concern. Various newspaper articles have been written concerning this issue.

Resource Impact:

Staff time required if item is approved:

Other Potential Impacts:

Regulation of unsightly bins or other containers in our city.

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:

ORDINANCE NO. 2014-079

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE AMENDMENT OF THE ZONING ORDINANCE SECTION 8-700 “SPECIAL DEFINITIONS AND EXPLANATIONS NOTED IN USE REGULATIONS” BY ADDING A DEFINITION OF “DONATION BIN” PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Texarkana, Texas, after consideration of the findings and recommendations of the Planning and Zoning Commission of the City of Texarkana, Texas, determined that Section 8-700 “*Special Definitions and Explanations Noted In Use Regulations*” be amended by adding a definition of “Donation Bin” to read as follows:

8-700 SPECIAL DEFINITIONS AND EXPLANATIONS NOTED IN USE REGULATIONS

84. Donation Bin - A publicly accessible bin or container designated as an accessory use (see definition) placed on the property of a non-profit organization by said non-profit (i.e. churches, Salvation Army, Goodwill) for the purpose of collecting donations of items such as textiles, shoes, toys, and/or small goods in order to recycle or resale these items. PLEASE NOTE THAT A DONATION BIN IS NOT ALLOWED TO BE PLACED ON PRIVATE COMMERCIAL PROPERTY BY A PRIVATE FOR-PROFIT COMPANY.

The following regulations shall apply to donation bins:

- (1) Donation bins shall not be placed on any property without the express written permission from the property owner and the City of Texarkana, Texas.**
- (2) There shall be no more than one (1) donation bin per address where a non-profit existing business structure is located.**
- (3) Access to donation bins must be from a paved driveable surface.**
- (4) Donation bins shall follow accessory building setback requirements.**
- (5) Donation bins shall be of the type that are enclosed by use of a receiving door and locked so that the contents of the bin may not be assessed by anyone other than those responsible for the retrieval of the contents.**
- (6) Donation bins shall be emptied regularly and refuse around them collected and removed promptly so as not to create a public nuisance.**
- (7) Donation bins shall at all times be maintained and in good repair and clean condition, and shall remain free of graffiti or other markings.**

- (8) Standards pertaining to donation bins are as follows:
- a. Donation bins shall not exceed six (6) feet in height or width.
 - b. Donation bins shall be durable, UV-resistant metal, molded hard plastic, or fiberglass material that is painted or constructed to match the façade of adjacent buildings.
 - c. Donation bins shall prominently display the name, address, and telephone number of the owner/operator of the bin in characters no less than four (4) inches in height and no greater than six (6) inches height.
 - d. Donation bins shall not be utilized for any advertising, signage, or promotional materials other than the display of the information of the owner/operator as stated in Section (c) above.
- (9) The owner of the property shall be responsible for any above violations.

All donation bins, profit or non-profit, in existence at the time of adoption of this Ordinance must be in compliance with new regulations within ninety (90) of the date of adoption.

WHEREAS, subsequent to the public hearing before the Planning and Zoning Commission, notice was given of another public hearing to be held by the City Council of the City of Texarkana, Texas, to consider the advisability of amending the Zoning Ordinance (Ordinance No. 127-70), as recommended by the Planning and Zoning Commission, and all citizens and parties of interest were notified that they would have an opportunity to be heard, said notice of time and place of such hearing by publication in the Texarkana Gazette, a newspaper of general circulation in such municipality; and

WHEREAS, all citizens and parties at interest have been given an opportunity to be heard in the matter of the proposed zoning amendment, and the City Council of the City of Texarkana, Texas, being informed as to the nature of the amendment of the Zoning Ordinance, have found and determined that the amendment shall be enacted as said amendment is in the best interest and will promote the health, safety and welfare of the community;

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

SECTION 1: That the City Manager or his designee is hereby authorized to amend the Zoning Ordinance (Ordinance No. 127-70) of the City of Texarkana, Texas, adopted on September 14, 1970, and made a part of the Code of Ordinances of said City by Section 30-1 of said code, by amending the Zoning Ordinance Section 8-700 “Special Definitions and Explanations Noted In The Use Regulations” by adding a new definition “Donation Bin” as aforementioned.

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

SECTION 3: That in case a section, clause, sentence or part of this Ordinance shall be deemed

Publish

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 a copy of the Zoning Ordinance No. 127-70, as amended herein, shall be filed and made available to interested citizens in accordance with Sec. 30-1. "Zoning Ordinance adopted" of the Code of Ordinances of the City of Texarkana, Texas.

SECTION 5: That the City Secretary be and is hereby directed to publish the caption of this Ordinance for three (3) consecutive days in the Texarkana Gazette within ten (10) days of the passage of this Ordinance, as provided in Article XI, Section 3 of the Charter of the City of Texarkana, Texas.

SECTION 6: That this Ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED AND APPROVED in regular Council Session on this the 11th day of August, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

COPILEVITZ & CANTER, LLC

ATTORNEYS AT LAW

310 W. 20TH STREET
SUITE 300
KANSAS CITY, MISSOURI 64108
(816) 472-9000 • FAX (816) 472-3000

Via Overnight Mail & E-mail

March 7, 2014

George Matteson, Esq.
Moore, Giles & Matteson, LLP
1206 N. State Line Avenue
Texarkana, AR 71854

Ms. Mary Beck
Planning Secretary
P.O. Box 2711
Texarkana, TX 75504

Re: Proposed Ordinance Pertaining to Charitable Donation Drop-Off Bins

Dear Mr. Matteson and Ms. Beck:

This firm represents The National Children's Cancer Society and Merchandise Pickup Services as partners in an unattended drop-off bin program, which they are currently operating in your city. We have been asked to contact you to offer our assistance in creating the best possible ordinance that will benefit both the city and the proper participants. It is our hope and expectation to have representatives at the hearing on March 11, 2014, to make a presentation and answer questions.

As an introduction to the issues, we thought it might be helpful to share with you our preliminary observations concerning the drafted ordinance. We appreciate the time and consideration that has gone into this process, and again, hope to be a part of it.

Before addressing the specifics of the ordinance, we would like to explain the benefit of these kinds of programs. First and foremost, they create an opportunity for citizens of your community to participate in a philanthropic movement, by taking items that they might otherwise discard and recycle them for the ultimate use of those who may be in a lesser economic position. The opportunity to recycle can help your community by removing items from being placed at the curbside for indefinite periods or filling the city's landfill. In addition, through the program offered by our clients there is an opportunity for those items to be sold in bulk with a significant portion of the proceeds benefitting The National Children's Cancer Society to support its programs that affect children in your community.

The drafted ordinance goes a long way to addressing some of the excesses communities have witnessed from these programs. Set forth are our suggestions for consideration and/or revision in the proposed ordinance.

March 7, 2014
Page 2 of 2

Unattended clothing bins operated by for-profit companies without a charitable beneficiary should be required to provide additional signage. The signage should state, in effect, that the bin is owned and operated by a for-profit entity, and that no charity will be benefitted from the donation. We would ask for your consideration to make a requirement that such language be placed on the front of the bins in letters no less than six inches in height. This will alert the citizens of your community to the difference between the bins operated in conjunction with charitable organizations and those that are simply there for profit. We believe that this is a very important point.

We also think the ordinance itself should be limited to those drop-off bins that are unattended. In some instances programs are run where there is actually a person at the location who interacts with the prospective donor. The considerations there are materially different; thus the ordinance should be limited to those bins that are unattended.

We are particularly curious regarding the determination of the size of the bin. We believe the industry size for these bins is six feet six inches in height, and not six feet. By having the additional six inches there is also the added benefit of having a slope, which keeps rainwater from accumulating. We would greatly appreciate your consideration in changing the height maximum to six feet six inches. The parties should not be put to unnecessary expense. Requiring charitable organizations to remove all existing bins that are six inches too tall and replace them with new bins six inches shorter would create unnecessary waste and redirect charitable assets that otherwise could have been directed to charitable programs in your community.

We would suggest that there be more detail placed in the permit process, whereby it becomes an administrative function in which no discretion is vested in the individual who oversees the process. The issuance of the permit should be automatic if certain basic requirements are met. A form should be developed for the applicants where they certify under oath that they meet the requirements, including the consent of the landowner for placement of the bin(s). Giving discretionary authority can lead to costly litigation.

We would also ask for consideration for extending the "grandfather" period from two years to three years, particularly if the size of the bin is not changed to the height of six feet six inches.

We hope you find our suggestions meaningful and useful. We remain available to you throughout this process, not as an adversary, but as a partner to work together to create best circumstance that is in everyone's interest.

Very truly yours,



Errol Copilevitz
For the Firm

EC:nas

Kyzia



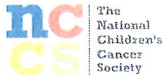
REAR

**Pull Here to
Donate**

ALL ITEMS MUST FIT IN BOX!
WE DO NOT ACCEPT FURNITURE
DUMPING ILLEGAL BY CITY ORDINANCE

**Pull Here to
Donate**

ALL ITEMS MUST FIT IN BOX!
WE DO NOT ACCEPT FURNITURE
DUMPING ILLEGAL BY CITY ORDINANCE

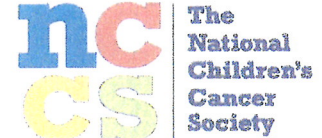


ITEMS NEEDED: WOMEN'S, MEN'S, AND CHILDREN'S
CLOTHING, SHOES, LINENS, SMALL HOUSEHOLD ITEMS
CALL 1-800-627-6051 TO RECEIVE A TAX RECEIPT

THIS DONATION BIN IS OPERATED BY MPS ON BEHALF
OF THE NATIONAL CHILDREN'S CANCER SOCIETY
ESTA CAJA DE DONACION ES OPERADO POR MPS
EL NOMBRE DE CARIDADES DE THE NATIONAL CHILDREN'S
CANCER SOCIETY, 805 E. PARK ROW, ARLINGTON, TX 76010
1-800-627-6051
WWW.CLOTHINGPICKUPTX.COM

A Portion of the Proceeds Supports
Programs Funded through
The National Children's Cancer Society

**CLOTHING DONATION
DROP BOX**

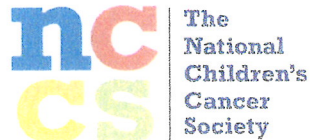


The National Children's Cancer Society
theNCCS.org

www.charityclothingpickup.com

LEFT SIDE

**CLOTHING DONATION
DROP BOX**



The National Children's Cancer Society
theNCCS.org

THIS DONATION BIN IS OPERATED BY MPS ON BEHALF
OF THE NATIONAL CHILDREN'S CANCER SOCIETY
ESTA CAJA DE DONACION ES OPERADO POR MPS
EL NOMBRE DE CARIDADES DE
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805 E. PARK ROW, ARLINGTON, TX 76010
1-800-627-6051
WWW.CLOTHINGPICKUPTX.COM

RIGHT SIDE

**CLOTHING DONATION
DROP BOX**



The National Children's Cancer Society
theNCCS.org

www.charityclothingpickup.com

**Pull Here to
Donate**

ALL ITEMS MUST FIT IN BOX!
WE DO NOT ACCEPT FURNITURE
DUMPING ILLEGAL BY CITY ORDINANCE

**CLOTHING
DONATION
DROP BOX**

ITEMS NEEDED: WOMENS, MENS,
AND CHILDRENS CLOTHING, SHOES,
LINENS, SMALL HOUSEHOLD ITEMS
CALL 1-800-627-6051
TO RECEIVE A TAX RECEIPT



The
National
Children's
Cancer
Society

A Portion of the Proceeds Supports
Programs Funded through
The National Children's Cancer Society

**LARGE BOX
FRONT**

LEFT SIDE

CLOTHING DONATION DROP BOX



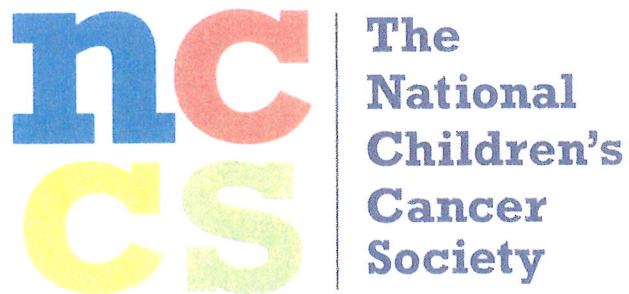
The
National
Children's
Cancer
Society

The National Children's Cancer Society
theNCCS.org

www.charityclothingpickup.com

RIGHT SIDE

CLOTHING DONATION DROP BOX



The National Children's Cancer Society
theNCCS.org

www.charityclothingpickup.com

REAR

CLOTHING DONATION DROP BOX



**The
National
Children's
Cancer
Society**

**The National Children's Cancer Society
theNCCS.org**

www.charityclothingpickup.com





COPILEVITZ & CANTER, LLC

ATTORNEYS AT LAW

310 W. 20TH STREET

SUITE 300

KANSAS CITY, MISSOURI 64108
(816) 472-9000 • FAX (816) 472-5000

July 10, 2014

Via E-Mail Only

The Honorable Bob Bruggeman, Mayor
City Council, c/o Ms. Jennifer Evans
Mr. John Whitson, City Manager
Ms. Shirley Jaster, Assistant City Manager
Texarkana City Office
902 W. 12th Street
Texarkana, TX 75501

Re: Proposed Ordinance Pertaining to Charitable Donation Drop-Off Bins

Dear Mayor Bruggeman, Ladies and Gentleman:

This firm represents The National Children's Cancer Society and Merchandise Pickup Services as partners in an unattended drop-off bin program, which they are currently operating in your city. We have been asked to contact you to offer our assistance in creating the best possible ordinance that will benefit both the city and the proper participants. It is our hope and expectation to have representatives at the hearing on July 14, 2014, to make a presentation and answer questions.

As an introduction to the issues, we thought it might be helpful to share with you our preliminary observations concerning the drafted ordinance. We appreciate the time and consideration that has gone into this process, and again, hope to be a part of it.

What follows is a recitation of issues that are present. At this point, it might be helpful to introduce the four most important elements for consideration, to-wit:

- The National Children's Cancer Society is already present in the community, and provides services through out the area to families facing the tragedy of childhood cancer;
- The appeal for public support by a charity, even through the use of an unattended clothing bins is a form of fully protected speech, and any regulation of same is subject to strict scrutiny;

July 10, 2014
Page 2

- It is unconstitutional for any government entity to favor one speaker over another; and
- The regulation of unattended clothing bins has already been the subject of a lawsuit in the State of Texas in which a state law, in part, was invalidated.

Before addressing the specifics of the issues presented above, we would like to explain the benefit of these kinds of programs. First and foremost, these programs create an opportunity for citizens of your community to participate in a philanthropic movement, by taking items that they might otherwise discard and recycle for the ultimate use of those who may be in a less economic position. The opportunity to recycle can help your community by removing items from being placed at the curbside for indefinite periods or filling the city's landfill. In addition, through the program between our clients there is an opportunity for those items to be sold in bulk with a significant portion of the proceeds benefitting The National Children's Cancer Society to support its programs that affect children in your community.

The drafted ordinance goes a long way to addressing some of the excesses communities have witnessed from these programs. Set forth are our suggestions for consideration and/or concerns with the proposed ordinance.

Unattended clothing bins operated by for-profit companies without a charitable beneficiary should be required to provide additional signage. The signage should state, in effect, that the bin is owned and operated by a for-profit entity, and that no charity will be benefitted from the donation. We would ask for your consideration to make a requirement that such language be placed on the front of the bins in letters no less than six inches in height. This will alert the citizens of your community to the difference between the bins operated in conjunction with charitable organizations and those that are simply there for profit. We believe that is a very important point.

We are particularly curious regarding the determination of the size of the bin. We believe industry size for these bins is six feet six inches in height and not six feet. By having the additional six inches there is also the added benefit of having a slope, which keeps rainwater from accumulating. We would greatly appreciate your consideration in changing the height maximum to six feet six inches. The parties should not be put to unnecessary expense. Requiring charitable organizations to remove all existing bins that are six inches too tall and replace them with new bins six inches shorter would create unnecessary waste and redirect charitable assets that otherwise could have been directed to charitable programs in your community.

The appeal for public support is a form of constitutionally protected speech. Unattended clothing bins bearing the name or logo of a charitable organization, with or without information, is a form of an appeal. Please see, *Village of Schaumburg v. Citizens for a Better Environment*, 444 U.S. 620 (1980); *Secretary of State of Maryland v. Joseph H. Munson Company*, 467 U.S.

July 10, 2014
Page 3

937 (1984); *Riley v. National Federation of the Blind of North Carolina, Inc.*, 487 U.S. 718 (1988). Because of the speech interest involved, a higher level of scrutiny is required.

The City of Texarkana need not come to this process with a blank slate. In 2009 the legislature of the State of Texas enacted Texas Business and Commerce Code, §§ 17.921-17.926. Certain provisions of these new requirements were challenged by this law firm on behalf of the National Federation of the Blind of Texas, Inc. and the Institute For Disability Access, Inc. A copy of the decision from the United States Fifth Circuit Court of Appeals can be found at 647 F.3d 202 (July 15, 2011). In response to the state's argument that the regulation not be subject to a strict scrutiny analysis, the court said:

Having determined that the public receptacle disclosures as issue are charitable solicitations, we evaluate the constitutionality of § 17.922(d) under the standard announced in *Riley*, *Munson*, and *Schaumburg*. The Act will therefore be sustained as constitutional under the Speech Clause if (1) it “serves a sufficiently strong, subordinating interest that the [government] is entitled to protect” and (2) it is “narrowly drawn. . .to serve the interest without unnecessarily interfering with First Amendment freedoms.” *Munson*, 467 U.S. at 960-61 (quoting *Schaumburg*, 444 U.S. at 636-637) at 647 F.3d (202), p. 213.

A strict scrutiny analysis of the ordinance as written would, in our opinion, result in a finding that the ordinance is unconstitutional. Our earlier challenge to the Texas statute was made pursuant to §§ 1983 and 1988 of the Federal Civil Rights Act. Such lawsuits result, as in the earlier case, in an award of attorney fees and costs to the plaintiff when they are a successful litigant.

Our clients are currently operating in Texarkana, and we hope you see them as good citizens and worthy of support from the local community. The ordinance as proposed would prevent our charitable client from engaging in protected speech and advertising its presence through the placement of donation bins merely because it has no local physical presence, other than making assistance available to local families facing the trauma of having a child with cancer.

The purpose of this letter is not to threaten but to alert those who would craft such an ordinance as to the constitutional issues that are inherent when dealing with the rights of charitable organizations in the many ways that they might appeal for public support. Our clients have expressed a strong desire to be a part of the process to assist the city in finding the best possible and equitable ordinance for regulation of unattended clothing bins in the community.

There are a number of ways to advance the interests of your city. The method, however, cannot favor one class of speaker for a charity over another.

July 10, 2014
Page 4

In closing, it is important to note that the state has regulated in this area and to date, at least to our understanding, there have been no problems with regulation of the unattended charitable clothing bins. The legal challenge to the state law was limited to only certain unconstitutional provisions. Your consideration for participation of those most directly affected would be appreciated.

Very truly yours,



Errol Copilevitz
For the Firm

EC:nas

City of Texarkana, Texas

Version: D

Update Date: 7/22/2014 3:46 PM

Briefing Sheet

Lead Department: Public Works **Action Officer:** Debbie Burk
Ordinance No. 2014-082 rezoning Lot 1 and west part of Lot 2, Block 7,
Western Hills 2nd Addition, located at 22 Meadow Lane. Single Family-2 to
Office. Jim and Rhonda Richey, owners. Shaun Dierkson, agent. (Due to
Planning and Zoning Commission denial, a 3/4 vote by the City Council is
Subject: required to approve this request).

Briefing: 7/28/2014 **Public Hearing:** 7/14/2014 **Second Briefing:** July 28, 2014 **Council Vote:** 8/11/2014

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

At the Public Hearing on July 14th a citizen, Ronnie Womack spoke in opposition to this proposed rezoning. He is a resident of this neighborhood and stated that a change to business use would not be good for this area. He and other neighbors want this to stay residential.

Additional email was sent in opposition to the rezoning by Sharon Womack.

Mr. Dierkson, applicant, spoke asking for rezoning. He stated he had applied for a driveway permit from Chris Jeans with TXDOT. He also stated that only his corporate staff would be using this office and that the house and roof needed major repairs that he is willing to fix.

Executive Summary and Background Information:

Z-14-6: This is a request by Jim and Rhonda Richey, owners, and Shaun Dierkson, Dierkson Hospice, agent, to rezone Lot 1 and the west part of Lot 2, Block 7, Western Hills 2nd Addition, located at 22 Meadow Lane from Single Family-2 to Office. The proposed use of the property is an office building for Dierksen Hospice. The current use is a single family residence. The applicant has indicated that there is adequate room for office parking at this location.

The adjacent zoning is SF-2 to the east and south, and General Retail across Summerhill Road to the west. The adjacent land use is I-30 right-of-way/Mall Drive to the north, residences to the south and east and a Shell Convenience Store to the west.

Should this request be approved, a screening device will be required along the east property line. Staff would also suggest that additional stipulations to extra paved parking and commercial code upgrades be made as stipulations of the ordinance if the request is approved.

The Comprehensive Plan has designated this as a low density residential area.

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

Potential Options:

1. Approve or deny Ordinance No. 2014-082 allowing Office zoning at 22 Meadow Lane.
2. If this request is approved, staff would recommend a Planned Development (PD) designation

City of Texarkana, Texas

be placed on the property with the following stipulations:

- The existing structure must be remodeled and upgraded to commercial codes for any business use including any required parking.
- A 7' screening device is required along the east property line.
- The following uses are prohibited: any non-single family residential use (i.e. duplexes, triplexes, townhouses, apartments), fraternity or sorority houses, hotel or motel, emergency health care or medical clinic, financial institution (title or cash store), day care facility.

Fiscal Implications:

None

Staff Recommendation:

This existing residence has its driveway access fronting on Meadow Lane which is the entry street to a large residential neighborhood located to the east of Summerhill Road. No additional driveway access would be granted to the property from Summerhill Road. Therefore, all traffic associated with this business would be on Meadow Lane. Staff has concerns that an increase in traffic would result from this office use and bring business traffic into a quiet residential area. Approval of this request to Office zoning could set a precedent for similar office requests that could lead to the decline of this strong residential neighborhood. Staff recommends for denial of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for denial of this request. Therefore,

a $\frac{3}{4}$ vote by the City Council is required to approve this request. The reason for denial is to maintain the existing single family residential neighborhood and follow the city land use comprehensive plan. In addition, rezoning to Office would set a precedent for similar requests in this residential area.

At the Planning and Zoning meeting, the applicant provided an email letter from residents in favor of allowing his office for Dierksen Hospice at this location. See attached copy.

Staff reported that several calls and emails had been received in opposition to this request. See attached copies.

Advisory Board/Committee Meeting Date and Minutes:

Z-14-6: Lot 1 and west part of Lot 2, Block 7, Western Hills 2nd Addition, located at 22 Meadow Lane. Single Family-2 to Office. Jim and Rhonda Richey, owners. Shaun Dierksen, agent.

Mr. Shaun Dierksen explained that he is requesting rezoning to allow the location of the

City of Texarkana, Texas

corporate office for Dierksen Hospice at this location at 22 Meadow Lane. Mr. Dierksen stated that a group home is currently located next door to this property to the east. He stated that he has talked with neighbors in the area and presented an email to the Commission from Ms. Mary Lou Thornton. Ms. Thornton states in the email that she had talked with several property owners about this proposed use and they were not opposed to the request. Those owners listed in the email were Royce and Mary Lou Thornton, Jim and Peggy Whiteside, Tim and Tammie Wann and Mrs. Martin Wacha. The email stated that they would not be opposed to the request if Mr. Dierksen would follow his design plan and add upgraded landscaping, construct an attractive privacy fence and direct the comings and goings of staff from Summerhill Road or Mall Drive.

Ms. Jaster stated that there was not access to this property from Mall Drive. She stated access would be from Meadow Lane off Summerhill Road. She added that no additional curb cut for a driveway would be granted off of Summerhill Road. She stated that staff had concerns about the increase in traffic into this quiet residential area. She stated that staff is also concerned that approving this request would set a precedent for similar requests. Ms. Jaster added that staff had received several calls in opposition to this request. She stated that the main concern was the increase in traffic.

Mr. Dierksen spoke in rebuttal. He stated that he only has five employees and one meeting a week on average. He stated that he plans to have the employees park on the north side of the property.

After discussion, Mr. Meisenheimer made a motion to deny the request. Mr. Coleman seconded the motion. Members voted unanimously for approval of the motion.

RECOMMENDED FOR DENIAL

Attachments

- a. Ordinance No. 2014-082 (DOCX)
- b. Goals and Perspectives (DOCX)
- c. Maps for Ord. No. 2014-082 (PDF)
- d. Opposition emails for Ord. 2014-082 (PDF)
- e. Email in favor of Ord. 2014-082 (PDF)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review
Completed	06/18/2014 3:45 PM	
Public Information Officer	Lisa Thompson	PIO Review Completed
06/18/2014 3:46 PM		
City Manager	John Whitson	City Manager Review Completed 06/19/2014
7:21 AM		
City Council	Jennifer Evans	Meeting Completed 07/22/2014
9:59 AM		

Meeting History

06/23/14	City Council	MOVED FORWARD	Next: 07/14/14
07/14/14	City Council	MOVED FORWARD	Next: 07/28/14

Z-14-6

ORDINANCE NO. 2014-082

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 1 AND WEST PART OF LOT 2, BLOCK 7, WESTERN HILLS 2ND ADDITION, LOCATED AT 22 MEADOW LANE IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS FROM SINGLE FAMILY-2 TO OFFICE; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone Lot 1 and west part of Lot 2, Block 7, Western Hills 2nd Addition, located at 22 Meadow Lane in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Office**; 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 six (6) to zero (0) to recommend denial of the application for rezoning from Single Family-2 to Office** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Single Family-2 to Office** is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone Lot 1 and west part of Lot 2, Block 7, Western Hills 2nd Addition, located at 22 Meadow Lane in the City of Texarkana, Bowie County, Texas, from **Single Family-2 to Office**.

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

Attachment: Ordinance No. 2014-082 [Revision 1] (1138 : Ord. # 2014-082 (Z-14-6: SF-2 to O at 22 Meadow Ln.))

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

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

PASSED AND APPROVED in Regular Council Session on this the 11th day of August, 2014.

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:

The Planning and Zoning Commission and staff's responsibility is to create a positive city image and follow the city land use comprehensive plan. It is in the best interest of the city to deny this request and maintain this established single family residential neighborhood.

Resource Impact:

Staff time required if item is approved:

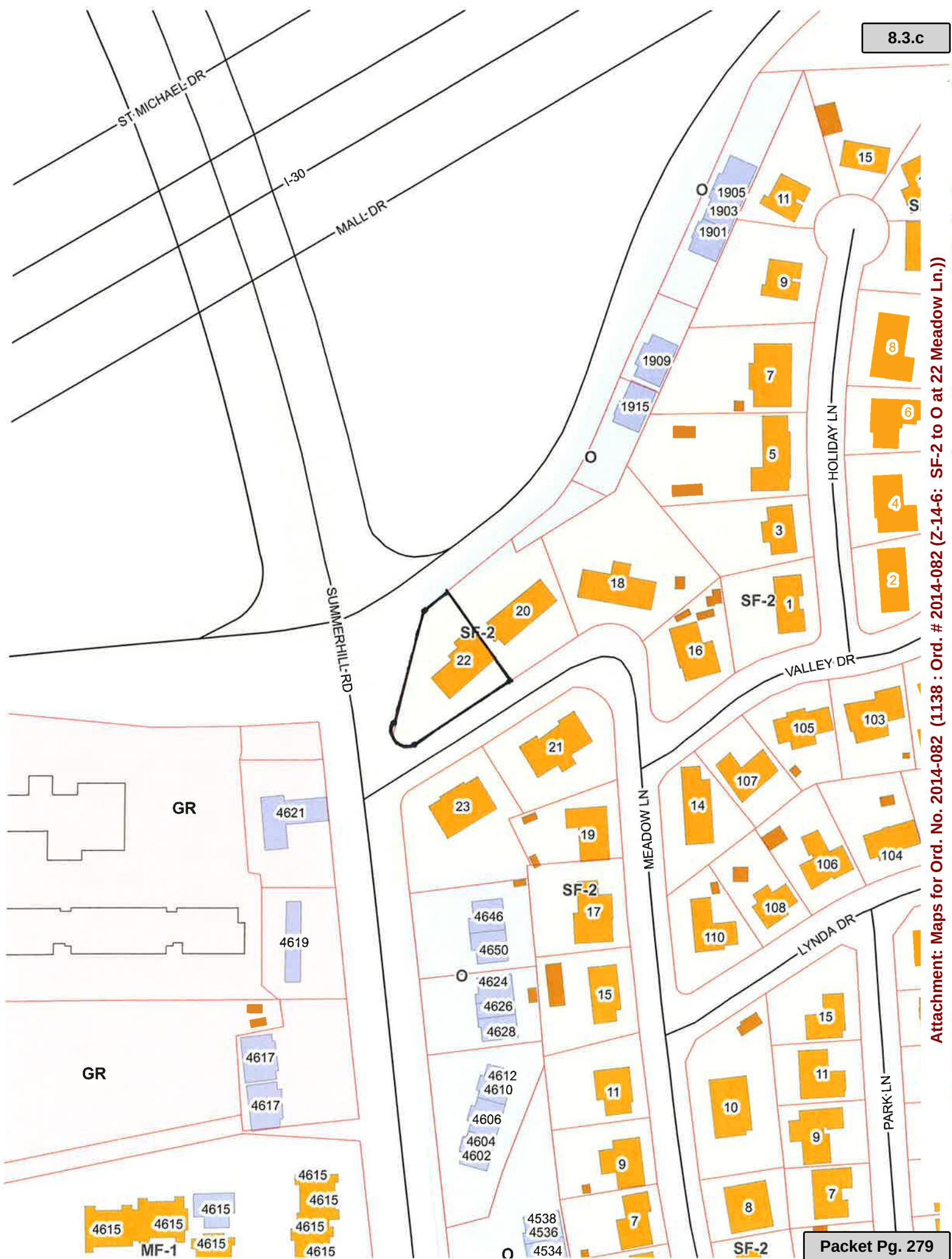
Other Potential Impacts:

None

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: Maps for Ord. No. 2014-082 (1138 : Ord. # 2014-082 (Z-14-6: SF-2 to O at 22 Meadow Ln.))

TEX-Burk, Debbie

To: TEX-Jaster, Shirley (Jaster@txkusa.org)
Subject: Meadow Lane zoning case

A Mr. J.B. Elder called about the zoning case. Said he had no objection to an office at the location but was concerned about increased traffic. Cited the many cars that are already at the group home. Said it is hard getting onto Summerhill Road at this intersection. Will make copy of this for file.

Debbie Burk
Administrative Specialist
Planning and Zoning Department
CITY OF TEXARKANA, TEXAS
Office – (903) 798-3945
Fax – (903) 794-1257
Email: burk@txkusa.org

Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

Attachment: Opposition emails for Ord. 2014-082 (1138 : Ord. # 2014-082 (Z-14-6: SF-2 to O at 22 Meadow Ln.))

TEX-Jaster, Shirley

From: Scott Turner (LTR) <turners@mscdirect.com>
Sent: Thursday, June 12, 2014 2:11 PM
To: TEX-Jaster, Shirley
Subject: RE: test email

I've lived in this area since 1985 and I just wanted to throw my 2 cents in, my wife and I both would not like to see any residential houses turned into a business. We both love this area and have raised 2 kids here, if I need to sign or attend a meeting just let me know. Thanks

From: TEX-Jaster, Shirley [mailto:Jaster@txkusa.org]
Sent: Wednesday, June 11, 2014 5:20 PM
To: Scott Turner (LTR)
Subject: test email

Shirley Jaster

Assistant City Manager
 Director of Planning and Zoning
 City of Texarkana Texas
 Office: 903-798-3949
 Cell: 903-244-8728
 Fax: 903-794-1257

Email: jaster@txkusa.org

Email communications through this office may be subject to Texas Public Records laws and may be shared with others

DISCLAIMER:

This e-mail is intended for the use of the addressee(s) only and may contain privileged, confidential, or proprietary information that is exempt from disclosure under law. If you are not the intended recipient, please do not read, copy, use or disclose the contents of this communication to others. Please notify the sender that you have received this e-mail in error by replying to the e-mail. Please then delete the e-mail and destroy any copies of it. Thank you.

Attachment: Opposition emails for Ord. 2014-082 (1138 : Ord. # 2014-082 (Z-14-6: SF-2 to O at 22 Meadow Ln.))

TEX-Burk, Debbie

From: shaun dierksen <sdierksen@dierksenhospice.com>
Sent: Tuesday, June 03, 2014 2:41 PM
To: TEX-Burk, Debbie
Subject: FW: Property at 22 Meadow lane

From: mary lou thornton [<mailto:lou62963@gmail.com>]
Sent: Wednesday, May 28, 2014 3:38 PM
To: sdierksen@dierksenhospice.com
Subject: Property at 22 Meadow lane

Royce and I talked at length after you and your wife left. We have since spoken to Mrs. Zacha, Jim and Peggy Whiteside, and Tim and Tammie Wann.

I realized Royce's quietness while you were here as his being in thought about the options. We now consider that if you follow through with your designs to make the landscaping better, put up an effective and attractive privacy fence, and direct the comings and goings of your staff from the Summerhill Rd. or Mall Drive Rd. behind the house, this might be a better scenario than our concern over what type of people might buy the house if it remains on the market.

Therefore, we are not going to contest the rezoning. Mrs. Zacha will follow our decision. I gave your number to both the Wann's and the Whiteside's so they can contact you if they have further questions. I trust it was ok for me to share your contact information.

Mary Lou Thornton
 903-277-7876

Attachment: Email in favor of Ord. 2014-082 (1138 : Ord. # 2014-082 (Z-14-6: SF-2 to O at 22 Meadow Ln.))

City of Texarkana, Texas

Version: G

Update Date: 7/7/2014 11:29 AM

Briefing Sheet

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager

Subject: Resolution No. 2014-056 approving and adopting the Property Policy Manual.

Briefing: 7/28/2014 **Public Hearing:** 7/14/2014 **Second Briefing:** July 28, 2014 **Council Vote:** 8/11/2014

Item ScheduleSchedule 2: Brief once - vote once (two weeks)**Updates/History of Briefing:****Executive Summary and Background Information:**

The City needs to establish a property policy and procedure bringing all property negotiations under the responsibility of one manager and department as determined by the City Manager.

Potential Options:

- Approval to adopt policies and procedures for property sales.
- Denial.

Fiscal Implications:

Additional revenue from property sales and restoration of unproductive properties to the tax roll.

Staff Recommendation:

Council Approval

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

- 056 Resolution Property Policy Manual (DOC)
- 2014-056 Goals & Perspectives (DOCX)
- Property Policy Manual - 07022014 (DOC)

City of Texarkana, Texas

Staff Coordination

Finance Department	Charlie Bassett	Department Head Review	Completed
	05/15/2014 11:25 AM		
Public Information Officer		Lisa Thompson	PIO Review Completed
	05/15/2014 11:25 AM		
City Manager	John Whitson	City Manager Review	Completed 05/16/2014
	11:03 AM		
City Council	Pam Burns	Meeting	Completed 06/18/2014
	8:58 AM		
Public Information Officer		Lisa Thompson	Review Completed
	07/07/2014 8:29 AM		
Purchasing and Contracting		Sharon Moore	Action Completed
	07/07/2014 1:11 PM		
Purchasing and Contracting		Sharon Moore	Review Completed
	07/07/2014 1:20 PM		
City Manager	John Whitson	Review	Completed 07/07/2014
	1:47 PM		

Meeting History

05/27/14	City Council	MOVED FORWARD	Next: 06/09/14
06/09/14	City Council	MOVED FORWARD	Next: 07/14/14
07/14/14	City Council	MOVED FORWARD	Next: 07/28/14

RESOLUTION NO. 2014 - 056**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING AND ADOPTING THE PROPERTY POLICY MANUAL; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Property Policy Manual has been formulated by staff to be used by the Property Manager appointed by the City Manager when buying and selling City property; and

WHEREAS, Finance, Purchasing, and Community Redevelopment and Grants staff participated in the establishment of policies and procedures set forth in the Property Policy Manual; and

WHEREAS, the City Council of the City of Texarkana, Texas, finds it to be in the best interest of the City to approve and adopt the proposed Property Policy Manual;

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

SECTION 1: The staff-recommended proposed Property Policy Manual is hereby approved and adopted in its entirety to read as set forth in the attached document.

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 11th day of August, 2014.

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: Medium

Other Potential Impacts:

Additional revenue from property sales and restoration of properties to tax roll.

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:

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.

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- 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;

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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

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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

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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.

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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		 CITY OF TEXARKANA INVITATION TO BID	
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: Property Policy Manual - 07022014 (1098 : Res. No. 2014-056 Adopt Property Policy Manual)

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.

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,

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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.

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

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EXECUTED this the _____ day of _____, 20____

GRANTOR:

CITY OF TEXARKANA, TEXAS

CITY MANAGER

Dated: July 02, 2014

ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF BOWIE

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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

Briefing Sheet

Version:
Update Date: 7/18/2014 9:00 AM

Lead Department: City Manager

Action Officer: Pam Burns, Municipal Clerk

Subject: Marking of Handicapped Only Parking

Updates/History of Briefing:

Executive Summary and Background Information:

Potential Options:

-
-

Fiscal Implications:

Staff Recommendation:

Advisory Board/Committee Review:

Board/Committee Recommendation:

Advisory Board/Committee Meeting Date and Minutes:

Attachments

- Marking of Handicapped Only Parking (PDF)

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Marking of Handicapped Only Parking throughout the city	Bruggeman	1-Jul-13	28-Jul-14	There is a concern that the general population does not understand or respect Handicapped Only Parking designations. A contributing factor may be that the designated parking spots are not properly marked with signage (versus pavement only markings) that state the amount of the fine for being cited for violating the parking designation. Maybe the city needs to adopt an enforceable ordinance putting more teeth into the designation and the enforcement thereof. (12 MAY 14) Mayor Bruggeman opened the discussion reporting that a citizen contacted him concerned about unpermitted vehicles parking in Handicapped Only parking and that he would like the staff to research the matter extensively and prepare a report back to the city council. He also stated that if warranted the city staff should recommend an ordinance that would strengthen the city's ability to enforce the proper marking of Handicapped Only parking and the effective enforcement thereof. Staff will research federal, state, and local laws related to Handicapped Parking and survey the community to estimate the level of compliance with these laws. Based on the results of the research the staff will determine a game plan for meeting the direction of the city council.	Staffing	Shiner
Enforcement of/or Demolition of Red Tagged/Burned Out Buildings	Miller	28-Jan-14	25-Aug-14	The number of red tagged or burned out buildings is not acceptable and the city council should discuss its interest in appropriate enforcement of city ordinances to either bring the buildings up to usable standards or causing owner removal of the structures. Any such buildings that have historical designations might should be restored to their historical appearance and/or use. Of particular interest are the structures known as (1) Pine Street School, (2) McCarthy Hotel, (3) Grimm Hotel, and (4) residential structures such as the one on 40th Street. (10 FEB 14) CM Miller lead the council discussion. Councilmembers generally expressed concern about the city's inventory of burned-out and/or delapidated structures. There appears to be two huge problems in that there are commercial type buildings and residential type structures. Clearly the cost to remove or upfit a large commercial type building will be significant. These many structures represent risks to the community's health, safety, and welfare. There is concern that someone will get hurt while trespassing on these properties. Councilmembers stated that they are prepared to stand behind the ordinance regardless of property ownership. Current enforcement procedures were discussed with the council. Council consensus is that staff is to work this situation extensively. Mr. Whitson reported that the staff will finish some of the other previous discussion items and then will move onto this particular item. (15 JUL 14) Reassigned to Public Works Director Dooley.	Staffing	Dooley

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Appointments to Boards and Commissions	Matthews	12-Dec-13	8-Sep-14	The manner that citizens are appointed by the City Council to committees, boards, and commissions appear to lack a high level of transparency. (14 OCT 13) CM Miller lead the discussion concerning the manner in which citizens are appointed to the various boards, commissions, and committees. He stated that he had discussed the matter with the City Manager and asked that Mr. Whitson share with the city council his experience and thoughts and the matter. Mr. Whitson reported that he has worked in a system that included advertising or noticing the public that certain positions would open for appointment and that citizens interested in serving should provide an application of interest. The process certainly could be automated such that applicants would provide information uniformly and for those citizens who did not apply via the internet could email and application or appear in person wherein a staff person would create the on-line application for the interested party. When it comes times for the city council to appoint the staff could prepare a briefing item permitting a high level of transparency to the public. The City Council, by consensus, directed staff to work toward developing a briefing item for consideration aimed toward improving the transparency of the process. (27 JAN 14) Mr. Whitson reported that he and the city secretary have researched creation documents for city commissions, boards, and committees and continue to research similar documents for outside agencies where the city appoints members to their governing boards. As a first step the staff has redesigned the Excel file used to track membership. The new design will quickly identify any appointment that will expire within 90 days and also further identify by color code any appointments that have expired. The 90-day notice will permit the city secretary to advertise pending vacancies thus seek applications from interested citizens who want to be considered for appointment. Mr. Whitson stated that he is drafting a policy for council consideration that will be intended to improve the transparency of the appointment process. he expects to have a briefing item ready in March, 2014.	Staffing	Whitson
Animal Shelter	Bruggeman	8-Jul-13	26-Aug-13	Currently Texarkana, Texas Animal Control uses the Texarkana, Arkansas Animal Shelter to house animals that cannot be immediately placed with good homes. The use of the Arkansas shelter is on a fee basis. A number of Texas residents have expressed concern with the euthanasia policies of the Arkansas shelter and feel that it is time for Texas to operate its own shelter with policies that meet the desires of Texas residents. (26 AUG 13) City Council and staff discussion was led by Council Member Veal-Gooch. In general the staff feels that the current annual cost of in-putting animals at the Texarkana, Arkansas shelter now represents an amount that might support the annual debt service costs of financing related to capital funding of a Texas-side facility. Some residents have registered concern that the Arkansas facility cannot continue to accommodate Texas-side animal shelter requirements, especially if the city council adopts a "no-kill" animal control/shelter policy. Council and staff agreed that staff will continue its research on the matter and develop a project plan for the city council to consider for adoption. The plan is expected to identify the key project development milestones which will extend over a number years from research to ribbon cutting. (28 OCT 13) Craig Lindholm reported that the initial research indicates that the annual costs associated with using the Arkansas shelter represents sufficient funding to pay the debt service related to financing the construction of a Texas shelter. Also the staff has researched a number of shelters state-wide seeking a shelter supporting a no-kill policy. Considering the holidays and other activities Mr. Lindholm estimates that a briefing would be coming forward early next calendar year. (27 JAN 14) Mr. Lindholm reported that the staff continues to evaluate the cost associated with using the Texarkana, Arkansas animal shelter and that the annual costs appear to be escalating. There has been no discussion concerning renewing or updating the current contract between Texarkana, Texas and Texarkana, Arkansas. Staff continues to review plans and designs of recently constructed or soon to be constructed animal shelters in Texas. There is an option, should the city council desire, to have some design firms make presentations to the city council.	Staffing	Lindholm

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Parking in Yards	Veal-Gooch	3-Jul-13	8-Jul-13	Resident reports multiple-parking of cars in their neighborhood at the corner of 41st and Magnolia. Resident suggests that the city needs an ordinance to prevent this type of parking in residential areas. (8 JUL 13) City Council discussed the item mentioning a number of concerns related to an extraordinary number of vehicles parked in yards of residential properties. There is some feeling that the problem may be more related to rental properties versus owner occupied properties. There was consensus of the council that staff should proceed with developing a regulating ordinance for council's deliberation. Council asked how long it might take to develop something for council to consider. Manager Whitson responded that since this will be his first effort as City Manager to work with staff to research the matter and to develop something to present that he would refrain from providing a projected date. (28 OCT 13) Shirley Jaster provided an oral report updating the city council on her efforts to prepare a briefing item for consideration. She reported that the staff has researched a number of cities policies and are nearing preparing a recommendation. Shirley reported that she expects to have the item of the City Council agenda in NOV 13. (27 JAN 14) Ms. Jaster updated the city council by stating that a briefing item is planned to presented to the city council at the 24 FEB 14 council meeting. The briefing item will be scheduled for the full two-months transparency process permitting ample time for the public to provide input for city council consideration. She also reported that all exiting notes and research on the matter will be compiled into a single PDF file and forwarded in advance to council members permitting individual council members to familiarize themselves with the research at their own pace.	Closed	Jaster
Donation/Collection Bins	Veal-Gooch	22-Jul-13	22-Jul-13	Recently a number of new Donation/Collection Bins have appeared throughout the city. Are the placements regulated by the city? Considering the impact on other opportunities to donate to local charitable entities do we need new or additional regulation? (22 JUL 13) CM Veal-Gooch stated that prior to the appearance of the United Way collection bins she observed and discussed the appearance of bins sponsored by a non-profit organization that otherwise had no presence in the community. The recent proliferation of the United Way collection bins caused her to give pause in relation to placement of the bins. During the discussion the city council permitted a number of audience members the opportunity to contribute to the conversation. It was repeated a number of times that organizations such as Samaritan Charities, The Friendship Center and others that certain charitable organizations are currently being harmed the United Way's current contractual arrangement. The consensus of the city council was for staff to work on finding a community solution to the matter and to work closely with Texarkana, Arkansas so that a joint solution may be beneficial to both cities. (28 OCT 13) Shirley Jaster reported that Texas and Arkansas staffs have been working on a joint action for this matter. Considering that the proposed ordinances will have to go through each city's Planning and Zoning Boards before being presented to the city council and the board of directors. She estimates that there may be a city council agenda item early in the next calendar year. (27 JAN 14) Ms. Jaster reported that she has coordinated with the Arkansas staff and that there is a plan to roll out a proposed ordinance in each jurisdiction simultaneously to the respective Planning and Zoning Commissions. It is anticipated that a city council briefing item will be presented at the 10 MAR 14 meeting.	Closed	Jaster

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Red Road Winery	Matthews	22-Jul-13	12-Aug-13	Residents have asked how is it that the Red Road Winery can operate in Texarkana so close to a school? (12 AUG 13) CM Matthews led the discussion reporting that a number of residents had contacted him expressing concern about a business being permitted to sell alcohol in close proximity to a school. In response to the concerns he felt that it is important that the city council discuss the matter in an open meeting thus giving the public the opportunity to hear the facts surrounding the situation. State law prohibits alcohol sales within 300 feet of a school and the Red Road Winery store is 360 feet from the nearest school property line. The store is also permitted to sell alcohol for off-premises consumption in accordance with a specific state statute written to promote the sales of Texas produced wines. City Manager Whitson reported that the Texarkana Police Department has not responded to any calls at the winery's address since its opening. He also reported that he discussed with the owners that the law that permits their operation also limits the their methods of advertising wine tastings that they conduct at their store and that the store is in compliance with the law. City staff has reported that the store meets all local zoning ordinances and therefore is permitted to operate at the current location. The store's TABC permits will be renewed periodically and at each renewal opportunity the TABC will evaluate the operation and determine that the store is in full compliance before the permits are renewed. Finally, the city council agreed that the store is legal and no further action is required of the city staff or the city council. This discussion item is closed.	Closed	
Temporary Tents at Business Locations	Miller	22-Jul-13	9-Sep-13	Maybe it is time for the city to review current policies and practices related to businesses using temporary tentage at their business locations. (9 SEP 13) Mayor Bruggeman opened the discussion with Shirley Jaster providing a review of the current ordinances permitting the use of temporary tents at business locations. Currently businesses may use temporary tents on site up to three times a year with each use limited to 10 days (staff adjusts the counting of days to be delayed until the sales product is placed in the tent thus permitting two to three days of sale preparation to not count against the 10 permitted days). An industry representative spoke on the matter and suggested that businesses might should be permitted a greater frequency of tent usage. City agreed by consensus that the staff should work on reviewing the ordinance requirement and recommend a means that better accommodates the business use of temporary tents. (28 OCT 13) Shirley Jaster reported that the staff has been working on a revision of this regulation and that she is also testing various control measures with customers who are currently seeking permits. Once the test period ends and the staff finalizes a new regulation it will be presented to the Planning and Zoning Board. (27 JAN 14) Ms. Jaster reported that a briefing item will be presented at the 24 FEB 14 council meeting proposing changes to the city ordinances that regulate the use of tents at business locations. (24 FEB 14) Item was briefed to the city council and is scheduled for public hearing. This item is closed.	Closed	

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Homeless Encampment	Miller	23-Jan-14	13-Jan-14	For some time a local business owner has promoted an encampment for homeless individuals at or near his business property. The encampment located at the 200 Block of West Street has garnered some local attention via an internet blog and Facebook. Texarkana City Staff permitted both an electric meter and a water meter that ultimately supported the encampment site. Subsequently, when unauthorized alteration of the water distribution fixture was determined to endanger the public water supply the water meter permit was revoked and the meter removed. The police department has responded to a number of calls for service to the site. The local business owner has recently changed his position concerning the encampment and has asked for the city's assistance in removing the encampment. (13 JAN 14) Councilmember Matthews opened the discussion reporting that a number of citizens had contacted him asking what the city was doing to assist the homeless population and especially the homeless residing in the encampment at the 200 Block of West Street, aka the "Jesus Camp". Councilmember Veal-Gooch added that the city has always provided leadership through local not-for-profit service providers and that the staff has worked with these groups to obtain funding to support their efforts. Mr. Craig Lindholme, Director of Redevelopment and Grants Management, recalled for the city council past city efforts directed toward addressing the homeless situation in Texarkana. During the discussion it was pointed out that some individuals choose the homeless lifestyle versus resorting to it as a last resort brought on by circumstances. This group of individuals will not likely respond to efforts to assist them with returning to another way of lifestyle. Everyone recognizes that some individuals are quite willing to work toward achieving independence through education, training, and job seeking. By council consensus there is no further special research or reporting required of the city staff on this matter.	Closed	
Regulation of the sale of E-Cigarettes	Davis	17-Apr-14	24-Feb-14	Councilmember Davis is concerned that minors are able to purchase e-cigarettes from retail outlets in Texarkana, Texas and that maybe the city council should consider prohibiting such sales. (24 FEB 14) CM Davis opened the discussion expressing his concern that minors in Texarkana can easily purchase e-cigarettes and related products from various retail establishments in Texarkana. He said that he is concerned that the potential health hazards have not been fully vetted. He displayed a number of sample products that he purchased from a number of retail outlets in Texarkana and reported that he was never asked for an ID. After additional instructions the Mayor determined that the city council by consensus desires that the staff develop and present a city ordinance aimed at prohibiting sales of e-cigarettes to minors in Texarkana.	Closed	Whitson
Sagging	Casteel	24-Mar-14	28-Apr-14	According to the urbandictionary.com "sagging" is defined as: "wearing ones pants around the hips so that they sag down and bunch up around the ankles. Originally, this was a prison thing that signified that you were another prisoner's property...Somehow this became a 1990's fashion trend." The discussion is likely not about other definitions of "sagging" such as to sink or bend downward by weight or pressure, especially in the middle, to hang down unevenly or to decline, as in price. (14 APR 14) CM Casteel started the discussion stating, "I think it is sad when a person goes out into the public and have to look at young boy's and girl's underwear. There should be a law against sagging. I want to ask staff to present an ordinance that will prevent sagging." Other councilmembers agreed that it is certainly inappropriate to be dressed in this manner. After some discussion among councilmembers and staff the city council asked staff to do some more research and report back in discussion at a later date. (28 APR 14) City Manager Whitson updated the city council on his continued research into the matter of cities prohibiting the wearing of sagging pants. Whitson reported that he contracted the Texas Municipal League who reported that they had not assisted any Texas city develop a Sagging Pants Ordinance. TMLs reseach confirmed that only some cities in Louisiana including Shreveport and Alexandria have ordinances that prohibit the wearing of sagging pants. Whitson also reported the the police department is concerned that requiring the police department to enforce the ordinance may serve to harm their efforts to have good relationships in certain neighborhoods of the city. After additional discussion by the city council the consenses of the city council was for the staff to present an ordinance for further city council consideration.	Closed	Whitson

Attachment: Marking of Handicapped Only Parking (1162 : Marking of Handicapped Only Parking)

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TEXARKANA, TEXAS CITY COUNCIL DISCUSSION TOPICS SCHEDULE

Topic	Sponsor	Date Added	Scheduled Discussion	Discussion Notes	Disposition	Staff Lead
Uninsured/Under Insured Motorists	Bruggeman	23-Jun-14	14-Jul-14	Texarkana resident Susan Moss spoke at the 9 and 23 June council meetings concerned about a number of matters related to her neighborhood. One matter is related to the action taken in Dallas that permits the Dallas police department to tow vehicles whose owners/operators are discovered to be uninsured or under insured. During the 23 JUN meeting the city council requested the topic be added to the discussion schedule. (14 JUL 14) Police Chief Shiner discussed with the city council the Police Department's research concerning Uninsured motorists. Statically there is likely 15 - 20% of Bowie County vehicles that are uninsured. The problem appears to be significant. While it is unlawful to be uninsured many motorists still find ways to cancel insurance and continue to operate their vehicle without insurance coverage. The Texarkana Police Department wrote 2,717; 2,432; and 1,301 citations for failure to show proof of insurance in 2012, 2013, and so far in 2014, respectfully. After council discuss the consenses of the council is for staff to propose a city ordinance that would permit the police department to impound vehicles upon discovery that the owner cannot provide proof of insurance.	Closed	Shiner