CITY OF TEXARKANA

CITY COUNCIL

AGENDA ● SEPTEMBER 22, 2014

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

Mayor

Bob Bruggeman

Ward 1	Ward 3	Ward 5
Brad Casteel	Tina Veal-Gooch	Bill Miller
Ward 2	**Ward 4**	**Ward 6**
Willie Ray	Brian Matthews	Josh Davis

For any agenda item, the City Council reserves the right to advance the "Council Vote" date to a hearing or briefing date.

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, October 13, 2014 at 6:00 p.m.
Monday, October 27, 2014 at 6:00 p.m.
Monday, November 10, 2014 at 6:00 p.m.
Monday, November 24, 2014 at 6:00 p.m.
Monday, December 8, 2014 at 6:00 p.m. (one meeting only in December)

Park & Recreation Events:

Saturday, September 27th, Softball Tournament at Karrh Park
Saturday, October 4th, Softball Tournament at Wallace Park
Sunday, October 5th, The Feast of St. Francis Pet Blessing at Kylee Sullivan Dog Park
Tuesday, October 7th, National Night out at Beverly Park
Thursday, October 9th, Movies in the Park at Spring Lake Park "Heaven is for Real"

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. Consider approval of the minutes of the Regular Meeting of the City Council held on September 8, 2014 at 6:00 PM.

2. Ordinance No. 2014-100 fixing the tax rate and levy for the fiscal year ending September 30, 2015.

Public Hearing: August 25, 2014
Second Briefing: September 8, 2014
Council Vote: September 22, 2014

3. Resolution No. 2014-105 confirming the appointment of Mr. Bob Hay to the City of Texarkana Civil Service Commission.

   Public Hearing: September 8, 2014
   Second Briefing:
   Council Vote: September 22, 2014

4. Resolution No. 2014-110 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Gibson Asphalt Construction, Incorporated for paving services as needed by the street department.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

5. Resolution No. 2014-111 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Texarkana Auto Body Works for auto body repair and painting services as needed by the fleet services department.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

Action Items

6. Resolution No. 2014-114 approving and authorizing the City Manager to execute a contract between the City of Texarkana, Texas on behalf of the Texarkana-Bowie County Family Health Center and the Texas Department of State Health Services (DSHS) to utilize resources to conduct activities that provide or support the delivery of essential public health services.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

7. Resolution No. 2014-118 approving and authorizing the City Manager to execute Contract No. 2015-001084-00 between the City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center and the Texas Department of State Health Services (DSHS) to provide an immunization program for children, adolescents and eligible adults within our community.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

VI. FIRST BRIEFINGS

1. Ordinance No. 2014-115 rezoning the east 250' of a 4.2 acre tract of land being part of the J.W. Fort HRS and the J.W. Lane HRS, located at 6507 Summerhill Road. Planned Development-Office to Single Family 1. Owen Dickeson, applicant. Chad Raney, agent.

   Public Hearing: October 13, 2014
   Second Briefing: October 27, 2014
   Council Vote: November 10, 2014

2. Ordinance No. 2014-116 amending PD-02-3 for site plan approval to allow the construction of a retail department store on Lot 1A and part of Lot 1B, Clearwater Creek Addition, located at 4223 Gibson Lane. Steve Avard, applicant. Kayla Wood, MTG Engineering, agent.

   Public Hearing: October 13, 2014
   Second Briefing: October 27, 2014
   Council Vote: November 10, 2014

3. Ordinance No. 2014-117 authorizing the continuation of the Juvenile Curfew Ordinance, as originally adopted in Ordinance No. 261-93 and last continued in Ordinance No. 186-2011, for an additional period of three (3) years.

   Public Hearing: October 13, 2014
   Second Briefing:
   Council Vote: October 27, 2014

VII. PUBLIC HEARINGS

VIII. SECOND BRIEFING WITH UPDATES

IX. SECOND BRIEFING WITHOUT UPDATES

Ordinance No. 2014-102 rezoning a 2.904 acre tract of land in the Willis Oldham HRS, A-458, located at 5307 and 5309 North State Line Avenue. Planned Development-General Retail and General Retail to Commercial. David Peavy, owner.

Public Hearing:	September 8, 2014
Second Briefing:	September 22, 2014
Council Vote:	October 13, 2014

X. ITEMS FOR DISCUSSION

XI. ADMINISTRATIVE COMMENTS

1. Council

   Water Tower Logo Discussion

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

CITY COUNCIL

MINUTES • SEPTEMBER 8, 2014

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

ee Name	Title	Status	Arrived
ggeman	Mayor	Present	
steel	Ward 1	Present	
Ray	Ward 2	Present	
al-Gooch	Ward 3	Present	
Matthews	Ward 4	Present	
ler	Ward 5	Present	
vis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Charlie Bassett, Sharon Moore, Chris Black, Lisa Thompson, Kyle Dooley, Jim Powell, David Orr, Karey Parker, Gary Smith, Paula Jeans, Craig Hicks, Robby Robertson and Jerry Sparks.

Legal Counsel: None

II. INVOCATION AND PLEDGE BY COUNCILMEMBER JOSH DAVIS

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

Monday, September 22, 2014 at 6:00 p.m.
Monday, October 13, 2014 at 6:00 p.m.
Monday, October 27, 2014 at 6:00 p.m.
Monday, November 10, 2014 at 6:00 p.m.
Monday, November 24, 2014 at 6:00 p.m.
Monday, December 8, 2014 at 6:00 p.m. (one meeting only in December)

Park & Recreation Events:

Saturday, September 20th, Softball Tournament at Wallace Park
Saturday, September 27th, Softball Tournament at Karrh Park

Other City Events: (none)

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

Appointments to Boards & Commissions

1. Member reappointments to Housing Finance Corporation.

   Council Member Veal-Gooch recommended Denis Washington for reappointment. Council Member Miller recommended Dianne Martin and Fred Meisenheimer for reappointments.
   (6:05 p.m.)

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

2. City staff reappointments to Housing Finance Corporation.

   Council Member Miller recommended Charlie Bassett and Jerry Sparks for reappointment.
   (6:06 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bill Miller, Ward 5
SECONDER:	Tina Veal-Gooch, Ward 3
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Miller, Davis
EXCUSED:	Bruggeman

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

Rocky Hudson addressed council concerning flooding on Robin Lane.

V. ITEMS FOR CONSIDERATION

Consent Items

(6:10 p.m.)

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

1. Consider approval of the minutes of the Regular Meeting of the City Council held on August 25, 2014 at 6:00 PM.

2. 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

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

3. 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

4. Ordinance 2014-112 amending Ordinance 2014-097 and calling for a City Election to consider City charter amendments.

   Public Hearing:
   Second Briefing:
   Council Vote: September 8, 2014

Action Items

None.

VI. FIRST BRIEFINGS

1. Motion to move up Resolution 2014-109 for a vote.

   (6:18 p.m.)

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

2. Resolution No. 2014-109 authorizing the City Manager to execute a Quit Claim Deed for an access easement commonly known as Amis Lane or Amis Road for which the City has no recorded ownership, right of way, or prescriptive rights for a street.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

   Jerry Sparks briefed this item. Kirk Patton spoke at this briefing.
   (6:19 p.m.)

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Brian Matthews, Ward 4
SECONDER:	Josh Davis, Ward 6
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Miller, Davis
EXCUSED:	Bruggeman

3. Resolution No. 2014-110 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Gibson Asphalt Construction, Incorporated for paving services as needed by the street department.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

   Sharon Moore briefed this item.

RESULT:	**MOVED FORWARD**	**Next: 9/22/2014 6:00 PM**

4. Resolution No. 2014-111 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Texarkana Auto Body Works for auto body repair and painting services as needed by the fleet services department.

   Public Hearing:
   Second Briefing:
   Council Vote: September 22, 2014

   Sharon Moore briefed this item.

RESULT:	**MOVED FORWARD**	**Next: 9/22/2014 6:00 PM**

VII. PUBLIC HEARINGS

1. Ordinance No. 2014-102 rezoning a 2.904 acre tract of land in the Willis Oldham HRS, A-458, located at 5307 and 5309 North State Line Avenue. Planned Development-General Retail and General Retail to Commercial. David Peavy, owner.

   Public Hearing: September 8, 2014
   Second Briefing: September 22, 2014
   Council Vote: October 13, 2014

   David Peavy spoke at this public hearing.

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

RESULT:	**MOVED FORWARD**	**Next: 9/22/2014 6:00 PM**

2. Resolution No. 2014-105 confirming the appointment of Mr. Bob Hay to the City of Texarkana Civil Service Commission.

Public Hearing: September 8, 2014
Second Briefing:
Council Vote: September 22, 2014

Beth Sparks spoke at this public hearing. Bill Spradlin spoke at this public hearing and provided council a handout. Bob Hay spoke at this public hearing. Clint Lachowsky spoke at this public hearing.

RESULT:	**MOVED FORWARD**	**Next: 9/22/2014 6:00 PM**

3. Motion to move Resolution 2014-106 up for a vote.

(7:02 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bill Miller, Ward 5
SECONDER:	Josh Davis, Ward 6
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Miller, Davis
EXCUSED:	Bruggeman

4. Resolution 2014-106 authorizing the City Manager to enter into a contract with Mid-Continental Restoration Company, Inc. of Fort Worth, Texas, in an amount not to exceed Two Hundred Fifty-Six Thousand Forty-Six and 06/100 dollars ($256,046.06) for the repair of the underside of the roof of the north three million (3,000,000) gallon concrete clearwell at the Wright Patman water treatment plant.

Public Hearing: September 8, 2014
Second Briefing: September 22, 2014
Council Vote: October 13, 2014

(7:02 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bill Miller, Ward 5
SECONDER:	Josh Davis, Ward 6
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Miller, Davis
EXCUSED:	Bruggeman

VIII. SECOND BRIEFING WITH UPDATES

None.

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

IX. SECOND BRIEFING WITHOUT UPDATES

1. Ordinance No. 2014-100 fixing the tax rate and levy for the fiscal year ending September 30, 2015.

   Public Hearing: August 25, 2014
   Second Briefing: September 8, 2014
   Council Vote: September 22, 2014

RESULT:	MOVED FORWARD	Next: 9/22/2014 6:00 PM

X. ITEMS FOR DISCUSSION

1. Staff Updates

   College Drive Short Term & Long Term Cost Estimates

   Kyle Dooley explained short term and long term cost estimates for College Drive street improvements. City Manager Whitson made a few comments and presented ideas regarding a phased capital improvement plan project for future council consideration. Council gave its consensus. Kyle Dooley will bring back to council an interim solution for College Drive.

RESULT:	PRESENTED

2. Appointments to Boards and Commissions

   City Manager Whitson reported that the staff is prepared to roll out to the public changes to the city web page that will provide committee/board/commission information to the public and include an application process. City Council confirmed by consensus that they support the changed process for obtaining applications for appointment which includes increased transparency of the process.

XI. ADMINISTRATIVE COMMENTS

1. Council Members

   Mayor Bruggeman welcomed Texas High School students from Mr. Littman's government class.

   Council Member Veal-Gooch asked for an update on the clean-up at the Masonic Lodge location. Shirley Jaster said the city is in the process of counting days for property owner's action before the process is turned over to our legal staff.

   Council Member Veal-Gooch said she received a call from someone representing Texarkana Water Utilities asking if TISD wanted to buy ad space on the Interstate 30 water tower. City Manager Whitson responded that he has been working with Texas A&M University - Texarkana for their logo to be on the Interstate 30 water tower for an annual fee. Council Member Veal-Gooch asked for staff to provide other entities an opportunity to have a logo on the Interstate 30 water tower. City Manager Whitson said staff would forward a notice of opportunity to submit proposals to other entities.

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

Council Member Casteel asked for an update on the demolition process, in particular, the demolition of 3320 Robin Lane. Kyle Dooley responded that 3320 Robin Lane is on the demolition schedule for November.

2. City Staff

City Manager Whitson informed council that he would be attending the ICMA Conference next week in North Carolina and that Shirley Jaster would be in charge while he's away from the office.

XII. ADJOURNMENT

1. Motion to adjourn the meeting.

(7:45 p.m.)

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

Minutes Acceptance: Minutes of Sep 8, 2014 6:00 PM (Consent Items)

City of Texarkana, Texas

Version: C

Briefing Sheet

Update Date: 8/21/2014 10:28 AM

Lead Department: Finance Department **Action Officer:** Charlie Bassett, CFO

Subject: Ordinance No. 2014-100 fixing the tax rate and levy for the fiscal year ending September 30, 2015.

Briefing: 9/22/2014	**Public Hearing:** 8/25/2014	**Second Briefing:** September 8, 2014	**Council Vote:** 9/22/2014	

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

After adoption of the budget the City Council is required to adopt a tax rate that is sufficient to fund that budget for the next fiscal year. The rate that is proposed to be adopted is $.669293 cents on each $100 of assessed value of property in the City. This is the same rate as last year, and is lower than the calculated effective tax rate of $.669446 cents/$100, and also less than the calculated rollback rate of $.945998/$100.

Potential Options:

- Adopt the proposed tax rate, which will fund the proposed budget for fiscal year 2015.
- Do not adopt the proposed tax rate, which causes a rollback to last year's rate (same rate).

Fiscal Implications:

Adoption of this tax rate provides adequate funding for the fiscal year 2015 budget.

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. 2014-100 Tax Rate (DOCX)

City of Texarkana, Texas

Staff Coordination

Finance Department	Charlie Bassett	Department Head Review	Completed	07/31/2014 3:35 PM
Finance Department	Charlie Bassett	Finance Review	Completed	08/01/2014 3:54 PM
Public Information Officer	Lisa Thompson	PIO Review	Completed	08/01/2014 7:03 PM
City Manager	John Whitson	City Manager Review	Completed	08/04/2014 8:37 AM
City Council	Jennifer Evans	Meeting	Completed	08/26/2014 11:59 AM

Meeting History

08/11/14	City Council	MOVED FORWARD	Next: 08/25/14
08/25/14	City Council	MOVED FORWARD	Next: 09/08/14
09/08/14	City Council	MOVED FORWARD	Next: 09/22/14

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:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: Goals and Perspectives [Revision 1] (1167 : Ordinance No. 2014-100 Adoption of Tax Rate for FY 2015)

Publish

ORDINANCE NO. 2014-100

AN ORDINANCE FIXING THE TAX RATE AND LEVY IN AND FOR THE CITY OF TEXARKANA, TEXAS, FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2015, UPON ALL TAXABLE PROPERTY IN THE CITY OF TEXARKANA, TEXAS, FOR THE PURPOSE OF PAYING THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; MAINTAINING A SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BONDED INDEBTEDNESS AND CERTIFICATES OF OBLIGATION OF THE CITY; PROVIDING FOR THE RENDITION AND ASSESSMENT OF TAXES IN ACCORDANCE WITH THE STATE LAW; PROVIDING THAT IN THE EVENT ANY PROVISIONS OF THIS ORDINANCE BE HELD UNCONSTITUTIONAL AND INVALID SUCH HOLDING SHALL NOT AFFECT THE REMAINING PROVISIONS THEREOF IN CONFLICT HEREWITH; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1: There is hereby levied for the fiscal year ending September 30, 2015, upon all real property situated within the corporate limits of said City of Texarkana, Texas, and on all personal property which was owned within the corporate limits of said City of Texarkana, Texas, on the first day of October, A.D. 2014, except so much thereof as may be exempt by the Constitution and Laws of the State of Texas, a total tax of $.669293 CENTS on each ONE HUNDRED DOLLARS ($100.00) of assessed valuations on all of said property, which said total tax is here and now levied respectively as follows:

a. An ad valorem tax of and at the rate of $.445789 CENTS on each ONE HUNDRED DOLLARS ($100.00) of assessed valuation of said taxable property is hereby levied for the fiscal year ending September 30, 2015 for the general City purposes to pay the current operating expenses of said City of Texarkana, Texas, for the fiscal year beginning on October 1, 2014, and ending September 30, 2015, which tax, when collected shall be appropriated to and deposited in and to the credit of the General Fund of said City of Texarkana, Texas.

b. An ad valorem tax of and at the rate of $.012824 CENTS on each ONE HUNDRED DOLLARS ($100.00) of assessed valuation of said taxable property is hereby levied for the fiscal year ending September 30, 2015 for the operating expenses of Tax Increment Reinvestment Zone #1, for the fiscal year beginning on October 1, 2014, and ending September 30, 2015, which tax, when collected shall be appropriated to and deposited in and to the credit of the Tax Increment Reinvestment Zone #1 Fund of the City of Texarkana, Texas.

c. An ad valorem tax of and at the rate of $.210680 CENTS on each ONE HUNDRED DOLLARS ($100.00) of assessed valuation of said taxable property is hereby levied for the fiscal year ending September 30, 2015, for the purpose of maintaining an Interest and Sinking Fund with which to pay the interest and retire the principal of the valid bonded and warrant indebtedness and Certificates of Obligation of the City of Texarkana, Texas, now outstanding, and such tax, when collected, shall be appropriated and deposited in and to the credit of the Interest and Sinking Fund of the said City of Texarkana, Texas.

Attachment: 2014-100 Tax Rate [Revision 6] (1167 : Ordinance No. 2014-100 Adoption of Tax Rate for FY 2015)

Publish

SECTION 2: Property situated in the City of Texarkana, Texas, shall be rendered and assessed in accordance with the laws of the State of Texas, and the Charter and Ordinances of the City of Texarkana, Texas.

SECTION 3: In the event any provision of this Ordinance shall be held unconstitutional and invalid by a Court of competent jurisdiction, the same shall not affect the remaining provisions hereof.

SECTION 4: All Ordinances or parts thereof in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent of such conflict.

PASSED AND APPROVED and ordered published by the City Council of the City of Texarkana, Texas, in Regular Council Session on this the 22nd day of September, 2014.

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2014-100 Tax Rate [Revision 6] (1167 : Ordinance No. 2014-100 Adoption of Tax Rate for FY 2015)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 8/18/2014 8:46 AM

Lead Department: Human Resources **Action Officer:** Jim Powell, Director of Human Resources

Subject: Resolution No. 2014-105 confirming the appointment of Mr. Bob Hay to the City of Texarkana Civil Service Commission.

Briefing: 9/22/2014	**Public Hearing:** 9/8/2014	**Second Briefing:**	**Council Vote:** 9/22/2014

Item Schedule

Updates/History of Briefing:
Not applicable

Executive Summary and Background Information:
Commissioner Mr. Bob Hay's current appointment to the Civil Service Commission expires on 30 SEP 14. City Manager, John Whitson, has reappointed Mr. Hay to serve a fourth consecutive term. In accordance with Texas Local Government Code, Section 143.006 the reappointment must be confirmed by a two-thirds majority vote of the City Council.

Potential Options:
- Confirm Appointment
- Reject Appointment

Fiscal Implications:
None

Staff Recommendation:
Confirm Appointment

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. 2014-105 Bob Hay Civil Service Commission Appointment (DOCX)
c. Bill Spradlin handout 090814 RE Res. 2014-105 (PDF)

City of Texarkana, Texas

Staff Coordination

Human Resources	Jim Powell 08/13/2014 4:13 PM	Department Head Review	Completed	
Public Information Officer		Lisa Thompson	PIO Review	Completed
	08/13/2014 4:28 PM			
City Manager	John Whitson	City Manager Review	Completed	08/18/2014 8:46 AM
City Council	Jennifer Evans	Meeting	Completed	09/09/2014 11:46 AM

Meeting History

08/25/14	City Council	MOVED FORWARD	Next: 09/08/14
09/08/14	City Council	MOVED FORWARD	Next: 09/22/14

Beth Sparks spoke at this public hearing. Bill Spradlin spoke at this public hearing and provided council a handout. Bob Hay spoke at this public hearing. Clint Lachowsky spoke at this public hearing.

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 maintain continuity of the Civil Service Commission.

Resource Impact:

None	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:

Attachment: Goals and Perspectives (1174 : Res. 2014-105 Reappoint of Commissioner Hay Civil Ser. Comm.)

Attachment: Res. No. 2014-105 Bob Hay Civil Service Commission Appointment [Revision 5] (1174 : Res. 2014-105 Reappoint of Commissioner

RESOLUTION NO. 2014-105

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, CONFIRMING THE APPOINTMENT OF MR. BOB HAY TO THE CITY OF TEXARKANA, TEXAS CIVIL SERVICE COMMISSION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Government Code, Section 143.006 states that the Fire Fighters' and Police Officers' Civil Service Commission (hereinafter "Commission") shall consist of three members appointed by the municipality's chief executive; and

WHEREAS, the Commission members serve staggered three-year terms with the term of one member expiring each year; and

WHEREAS, the municipality's chief executive may reappoint a Commission member to consecutive terms; and

WHEREAS, a Commission member may not be reappointed to more than a third consecutive term unless the member's reappointment to a fourth or subsequent consecutive term is confirmed by a two-thirds majority of all the members of the municipality's governing body; and

WHEREAS, Mr. Bob Hay's third term expires on 30 SEP 14 (two full terms plus 23 months); and

WHEREAS, City Manager John A. Whitson has reappointed Mr. Bob Hay to a three-year term;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF TEXARKANA, TEXAS hereby confirms the City Manager's reappointment of Mr. Bob Hay to the Civil Service Commission for the period beginning 1 OCT 14 and ending 30 SEP 17 and thanks him for his dedication and continued service to the community.

PASSED AND APPROVED in Regular Council Session on this the 22nd day of September, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

A. Yes.

Q. So you'd already decided that he needed to be held accountable.

A. No.

Q. Well then why did you write that down?

A. To try to make peace between the departments. I think I've already testified to that.

Q. So you were willing to sacrifice Mr. Stringer for peace?

A. I don't think I sacrificed Mr. Stringer.

Q. Well is this how you support your men, you don't even let them have a say before you find them guilty?

MS. CRANFORD: Objection, I believe he's becoming argumentative with the Chief.

COMMISSIONER BROOKS: Sustained.

COMMISSIONER HAY: I would like to make a comment on that, Mr. Mercy, if I could. I think that the intent -- and I don't know because I'm not in his mind. But in my belief I would think that his -- that the Chief's intent here would be to keep things together until he had a chance to investigate. That's -- It seems to me that that's the gist of the letter and the meaning of the entire letter. And maybe the -- the wording was wrong, maybe he should have said --

Attachment: Bill Spradlin handout 090814 RE Res. 2014-105 (1174 : Res. 2014-105 Reappoint of Commissioner Hay Civil Ser. Comm.)

but it appears to me that he's obviously going to, because he did have subsequent hearings on the merits of -- of Mr. Stringer's case. So I don't see anything wrong with his letter. And I think you're belaboring it a little bit too much, in my opinion.

MR. MERCY: The problem is -- And I beg to disagree with you Commissioner Hay. You're giving the Chief the benefit of the doubt that his intent was proper, when the Chief wouldn't give that to Mr. Stringer. That's the problem.

COMMISSIONER HAY: No, I don't think I'm giving -- I'm not giving him the benefit of the doubt. I'm telling you what I think the intent of the letter was for.

MR. MERCY: But the intent --

COMMISSIONER HAY: Because it is very, very important that the fire department and the police department find ways to work together as much as possible. And within that context, that type of letter would not be, I don't think, out of line.

MR. MERCY: But it's much more important to protect each person's individual rights in this society, so that they are not crushed by the government in an attempt for peace.

COMMISSIONER HAY: But the rights of the

Attachment: Bill Spradlin handout 090814 RE Res. 2014-105 (1174 : Res. 2014-105 Reappoint of Commissioner Hay Civil Ser. Comm.)

whole override the rights of an individual.

MR. MERCY: That's not what the United States Constitution says.

(Loud vocal disruption)

COURT REPORTER: Wait a minute. I'm sorry, but I can't hear anything.

COMMISSIONER HAY: That's all right. The rights -- If you look at the -- Maybe I said that wrong. But the rights of the individual are not totally at the top of the rung. I think the rights of society in general -- You have to have order in society, and sometimes the rights may vary from individual to individual. I'm not saying that you should take away the rights that they have, but you also don't just give rights -- total rights to the individual. It's just my thought.

MR. MERCY: Mr. Hay, I beg to disagree.

COMMISSIONER HAY: Okay.

MR. MERCY: What I think we can agree on is that neither one of us can read his mind, and we're stuck with what he wrote. And if he wrote it wrong, he's stuck with it. That's what --

COMMISSIONER HAY: I was just telling you what I thought about the letter.

Q. (BY MR. MERCY) Now within three hours, with

Attachment: Bill Spradlin handout 090814 RE Res. 2014-105 (1174 : Res. 2014-105 Reappoint of Commissioner Hay Civil Ser. Comm.)

no investigation, no conversation with Officer Stringer, you apologize to the police officers; is that correct?

A. For the incident.

Q. Don't you think sitting where Mr. Stringer is it looks like you've judged him guilty before you've even talked to him?

MS. CRANFORD: Objection, speculation. He's asking the witness to speculate as to what Mr. Stringer might think.

MR. MERCY: Let me rephrase it.

Q. (BY MR. MERCY) If you were sitting in Mr. Stringer's seat, and your Chief had done this, wouldn't you think he presumed you were guilty?

A. I think first off you have to frame this in the right context.

Q. No, I gave you --

A. Absolutely you do.

Q. -- a question, Chief. If you were in his position, wouldn't you think --

A. If I was in his position I would have never seen this email. It was between two department heads.

Q. Had you seen it, wouldn't you presume that he presumed you're guilty?

A. No.

Attachment: Bill Spradlin handout 090814 RE Res. 2014-105 (1174 : Res. 2014-105 Reappoint of Commissioner Hay Civil Ser. Comm.)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 9/2/2014 10:25 AM

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager

Subject: Resolution No. 2014-110 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Gibson Asphalt Construction, Incorporated for paving services as needed by the street department.

Briefing: 9/22/2014	**Public Hearing:**	**Second Briefing:**	**Council Vote:** 9/22/2014

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 two potential bidders. Tatum Excavating and Tri-State Asphalt called for a bid packet as a result of that advertising. One bid was received by Gibson Asphalt Construction of Texarkana, Texas.

Gibson Asphalt Construction has been the paving services contractor for the past ten years. They have worked well with staff, schedules and the work is excellent.

Potential Options:

- None
-

Fiscal Implications:

Staff Recommendation:

Public Works, Street Maintenance and Purchasing recommend award to Gibson Asphalt Construction.

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. Resolution No. 2014-110 Paving Services (DOC)
c. Bid Tab Paving Services (PDF)

Staff Coordination

Purchasing and Contracting		Sharon Moore	Department Head Review	Completed 08/29/2014 1:03 PM
Finance Department	Charlie Bassett	Finance Review	Completed	08/29/2014 1:20 PM
Public Information Officer		Lisa Thompson	PIO Review	Completed 08/29/2014 1:22 PM
City Manager	John Whitson	City Manager Review	Completed	09/02/2014 2:43 PM
City Council	Pam Burns	Meeting	Pending	

Meeting History

09/08/14 City Council MOVED FORWARD Next: 09/22/14
Sharon Moore briefed this item.

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

None

Resource Impact:

Staff time required if item is approved:	Low

Other Potential Impacts:

None Applicable

Public Information Plan:

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

Other:

Attachment: Goals and Perspectives (1181 : Res. No. 2014-110 Paving Services Contract Award)

RESOLUTION NO. 2014 - 110

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 GIBSON ASPHALT CONSTRUCTION OF TEXARKANA, TEXAS FOR PAVING SERVICES AS NEEDED BY THE PUBLIC WORKS AND STREET DEPARTMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, issued invitations for bids on an annual paving services contract; and

WHEREAS, in response to the four (4) invitations for bids sent, one bid was received and is summarized in the Bid Tabulation Worksheet on the attached bid tab (Exhibit "A"); and

WHEREAS, funds are available in street maintenance for fiscal year 2015;

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

SECTION 1: That the responsible bid to supply paving services for the street maintenance department of the City of Texarkana, Texas for items on the attached bid tab hereto as Exhibit "A", is hereby declared to be Gibson Asphalt Construction of Texarkana, 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 22nd day of September, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Resolution No. 2014-110 Paving Services (1181 : Res. No. 2014-110 Paving Services Contract Award)

Bid Tabulation
for
Paving Services

Item #	Description	Gibson Asphalt Texarkana, Tx Unit Price
1	500-1000 per Square Yard per location	$16.89
2	Over 1,000 per Square Yard per location	$13.68

No Response
Hart Construction- Hooks, Texas
Tatum Excavating - Texarkana, Texas
Tri-State Asphalt - Locksburg, Arkansas

Attachment: Bid Tab Paving Services [Revision 1] (1181 : Res. No. 2014-110 Paving Services Contract Award)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 8/29/2014 10:54 AM

Lead Department: Purchasing and Contracting **Action Officer:** Sharon Moore, Purchasing Manager

Subject: Resolution No. 2014-111 authorizing the City Manager to enter into a one (1) year contract with four (4) additional one (1) year renewal options with Texarkana Auto Body Works for auto body repair and painting services as needed by the fleet services department.

Briefing: 9/22/2014	**Public Hearing:**	**Second Briefing:**	**Council Vote:** 9/22/2014

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 August 10, 2014 and August 17, 2014 in the Texarkana Gazette. Eight bids were mailed to potential bidders. One bid was received from Texarkana Auto Body Works of Texarkana, Texas.

Texarkana Auto Body Works is the City's current contractor. They have been responsive to our repair needs and the urgency of getting emergency response vehicles back in service.

Potential Options:

- None
-

Fiscal Implications:

Funds appropriated in fleet maintenance budget.

Staff Recommendation:

Fleet Services and Purchasing recommend award to Texarkana Auto Body Works.

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. 2014-111 Auto Body Repair (DOC)
c. Bid Tab Auto Body Repair & Painting (PDF)

Staff Coordination

Purchasing and Contracting	Sharon Moore	Department Head Review	Completed	08/29/2014 10:55 AM
Finance Department	Charlie Bassett	Finance Review	Completed	08/29/2014 11:30 AM
Public Information Officer	Lisa Thompson	PIO Review	Completed	08/29/2014 1:21 PM
City Manager	John Whitson	City Manager Review	Completed	09/02/2014 2:44 PM
City Council	Jennifer Evans	Meeting	Completed	09/10/2014 12:50 PM

Meeting History

09/08/14 City Council MOVED FORWARD Next: 09/22/14
Sharon Moore briefed this item.

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:

Non Applicable

Public Information Plan:

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

Other:

Attachment: Goals and Perspectives (1182 : Res. No. 2014-111 Auto Body Repair Contract Award)

RESOLUTION NO. 2014 - 111

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 TEXARKANA AUTO BODY WORKS FOR AUTO BODY REPAIR AND PAINTING SERVICES AS NEEDED BY THE FLEET SERVICES DEPARTMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Texarkana, Texas, issued invitations for bids on an annual pricing contract for body repair and painting of City-owned passenger vehicles, trucks and specialty vehicles; and

WHEREAS, in response to the eight (8) invitations for bids sent to area body shops, one bid was received and is summarized in the Bid Tabulation Worksheet on the attached bid tab (Exhibit "A"); and

WHEREAS, funds are available in fleet services for fiscal year 2015;

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

SECTION 1: That the responsible bid to supply auto body repair and painting services for fleet services of the City of Texarkana, Texas for items on the attached bid tab hereto as Exhibit "A", is hereby declared to be Texarkana Auto Body Works of Texarkana, 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 22nd day of September, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Res. No. 2014-111 Auto Body Repair (1182 : Res. No. 2014-111 Auto Body Repair Contract Award)

Bid Tabulation
for
Auto Body Repair and Painting Services

				Texarkana Auto Body Works Texarkana, Texas	
Item #	Description	Qty.	U/M	Unit Price	Total
1	**Passenger Vehicles**				
	Parts shall be provided at crash guide list less __%	6000	Dollars	0%	$6,000.00
	Body Repair Labor shall be provided at $____ per hour	300	Hours	$50.00	$15,000.00
	Paint Labor shall be provided at $___ per hour	150	Hours	$50.00	$7,500.00
	Paint Material Hourly Rate shall be provided at $___ per hour	60	Hours	$38.00	$2,280.00
	Mechanical Repair Labor shall be provided at $___ per hour	30	Hours	$70.00	$2,100.00
	Frame Repair Labor shall be provided at $ ___ per hour	60	Hours	$70.00	$4,200.00
	TOTAL				$37,080.00
2	**Trucks**				
	Parts shall be provided at crash guide list less __%	4000	Dollars	0%	$4,000.00
	Body Repair Labor shall be provided at $____ per hour	100	Hours	$50.00	$5,000.00
	Paint Labor shall be provided at $___ per hour	50	Hours	$50.00	$2,500.00
	Paint Material Hourly Rate shall be provided at $___ per hour	20	Hours	$38.00	$760.00
	Mechanical Repair Labor shall be provided at $___ per hour	10	Hours	$70.00	$700.00
	Frame Repair Labor shall be provided at $ ___ per hour	20	Hours	$70.00	$1,400.00
	TOTAL				$14,360.00
3	**Specialty Vehicles**				
	Parts shall be provided at crash guide list less __%	5000	Dollars	0%	$5,000.00
	Body Repair Labor shall be provided at $____ per hour	100	Hours	$50.00	$5,000.00
	Paint Labor shall be provided at $___ per hour	50	Hours	$50.00	$2,500.00
	Paint Material Hourly Rate shall be provided at $___ per hour	20	Hours	$38.00	$760.00
	Mechanical Repair Labor shall be provided at $___ per hour	10	Hours	$50.00	$500.00
	Frame Repair Labor shall be provided at $ ___ per hour	20	Hours	$50.00	$1,000.00
	TOTAL				$14,760.00
	GRAND TOTAL				**$66,200.00**

No bid response from the following:
Frank's Paint & Body Works, 711 W 9th, Texarkana, Texas
Haley's Body Shop LTD, 530 Sowell Lane, Texarkana, Texas
Kemp Bros Body Shop, Inc. 2007 Texas Blvd, Texarkana, Texas
Hadaway Collision, 3407 S. Lake Drive, Texarkana, Texas
Twin City Collision Repair, 3602 Summerhill Road, Texarkana, Texas
Auto Improvers Pain, Body and Glass Shop, 605 E. New Boston Road, Nash, Texas
Wright Auto Body and Glass, 112 E. New Boston Road, Nash, Texas

Attachment: Bid Tab Auto Body Repair & Painting (1182 : Res. No. 2014-111 Auto Body Repair Contract Award)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 9/12/2014 9:06 PM

Lead Department: Parks, Recreation & Health **Action Officer:** Cheryl Haff,

Subject: Resolution No. 2014-114 approving and authorizing the City Manager to execute a contract between the City of Texarkana, Texas on behalf of the Texarkana-Bowie County Family Health Center and the Texas Department of State Health Services (DSHS) to utilize resources to conduct activities that provide or support the delivery of essential public health services.

	Public	Second	Council
Briefing: 9/22/2014	**Hearing:**	**Briefing:**	**Vote:** 9/22/2014

Item Schedule

Updates/History of Briefing:
Not Applicable

Executive Summary and Background Information:
The City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center (Contractor) and the Department of State Health Services (DSHS), an Agency of the State Of Texas, contracts for the DSHS Program: Local Public Health System (LPHS), to provide funding for the Texarkana-Bowie County Family Health Center to utilize resources to conduct activities that provide or support the delivery of essential public health services. The current contract term will be September 1, 2014, through August 31, 2015.

Potential Options:
- None
-

Fiscal Implications:
Additional funding for the Texarkana-Bowie County Family Health Center

Staff Recommendation:
Staff recommends approval of this contract.

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. FY15 LPHS DSHS (PDF)
c. Resolution 2014-114 LPHS (DOCX)

Staff Coordination

Parks, Recreation & Health		Cheryl Haff	Department Head Review	Completed 09/11/2014 10:38 AM
Parks, Recreation & Health		Robby Robertson	Review	Completed 09/11/2014 10:55 AM
Finance Department	Charlie Bassett	Finance Review	Completed	09/11/2014 11:02 AM
Public Information Officer		Lisa Thompson	PIO Review	Completed 09/11/2014 11:09 AM
City Manager	John Whitson	City Manager Review	Completed	09/12/2014 9:07 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:	No Additional

Other Potential Impacts:

None Applicable

Public Information Plan:

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

Other:

Attachment: Goals and Perspectives (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT 2015-001076-00

This Contract is entered into by and between the Department of State Health Services (DSHS or the Department), an agency of the State of Texas, and Texarkana-Bowie County Family Health Center (Contractor), a Governmental, (collectively, the Parties) entity.

1. Purpose of the Contract: DSHS agrees to purchase, and Contractor agrees to provide, services or goods to the eligible populations.

2. Total Amount: The total amount of this Contract is $117,218.00.

3. Funding Obligation: This Contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, budget cuts, transfer of funds between programs or health and human services agencies, amendment to the Appropriations Act, health and human services agency consolidation, or any other disruptions of current appropriated funding for this Contract, DSHS may restrict, reduce, or terminate funding under this Contract.

4. Term of the Contract: This Contract begins on 09/01/2014 and ends on 08/31/2015. DSHS has the option, in its sole discretion, to renew the Contract. DSHS is not responsible for payment under this Contract before both parties have signed the Contract or before the start date of the Contract, whichever is later.

5. Authority: DSHS enters into this Contract under the authority of Health and Safety Code, Chapter 1001.

6. Program Name: RLSS/LPHS RLSS/Local Public Health System-PnP

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

7. Statement of Work:

STATEMENT OF WORK:

A. CONTRACTOR will work on continuing the local public health infrastructure within the counties identified in Section II by:

1. Developing objective(s) to address a public health issue;
2. Utilizing resources provided through this contract to conduct activities outlined in the Exhibit A and services that provide or support the delivery of essential public health services;
3. Assessing, monitoring, and evaluating the essential public health activities and services provided through this Program Attachment; and
4. Developing strategies to improve the delivery of essential public health service(s) to identified service area.

These tasks shall be performed in accordance with Department of State Health Services (DSHS) Division for Regional and Local Health Services Inter-local Application. The assessment and/or evaluation activities must include measurable standards. Acceptable standards include the National Public Health Performance Standards approved by the Centers for Disease Control and Prevention, Healthy People 2020 related goals and objectives, DSHS Programmatic grant guidance and performance standards relative to the contractors identified scope of work, as well as any federal, state or local law or regulation governing the delivery of essential public health services. Other evaluation methods utilizing standards not listed in this Program Attachment must be pre-approved by DSHS.

B. CONTRACTOR will perform activities required under this program attachment in the service area designated in the most recent version of Section 8, "Service Area" of this contract."

C. CONTRACTOR will comply with all applicable federal and state laws, rules, regulations and standards including, but not limited to, the following:

1. Chapter 23-11 of the Healthy People 2020;
2. Section 121.002, Texas Health & Safety Code, definition of ten essential public health services;
3. Government Code, Section 403.1055, "Permanent Fund for Children and Public Health".

D. CONTRACTOR will not use funds from the Permanent Fund for Children and Public Health for lobbying expenses under the Government Code, Section 403.1067.

E. CONTRACTOR will comply with all applicable regulations, standards, and guidelines in effect on the beginning date of this Program Attachment.

F. DSHS will inform CONTRACTOR in writing of any changes to applicable federal and state laws, rules, regulations, standards and guidelines. CONTRACTOR shall comply with the amended law, rule, regulation, standard or guideline except that CONTRACTOR shall inform DSHS Program in writing if it shall not continue performance under this contract Attachment within thirty (30) days of receipt of an amended standard(s) or guideline(s). DSHS may terminate the Program Attachment immediately or within a reasonable period of time as determined by DSHS.

G. DSHS reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfalls. DSHS will monitor Contractor's expenditures on a quarterly basis. If expenditures are below that

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

projected in Contractor's total Contract amount, Contractor's budget may be subject to a decrease for the remainder of the Contract term. Vacant positions existing after ninety (90) days may result in a decrease in funds.

PERFORMANCE MEASURES:

A. CONTRACTOR will complete the PERFORMANCE MEASURES as stated in the CONTRACTOR'S FY15 Local Public Health Service (LPHS) Service Delivery Plan, and as agreed upon by DSHS, hereby attached as Exhibit A.

B. CONTRACTOR will provide activities and services as submitted by CONTRACTOR in the following county (ies)/area:

BILLING INSTRUCTIONS:

Contractor shall request payment using the State of Texas Purchase Voucher (Form B-13) and acceptable supporting documentation for reimbursement of the required services/deliverables. Vouchers and supporting documentation should be mailed OR submitted by fax OR electronic mail to the addresses/number below.

Claims Processing Unit, MC 1940
Department of State Health Services
1100 West 49th Street
P.O. Box 149347
Austin, TX 78714-9347
FAX #: (512) 776-7442
Email: invoices@dshs.state.tx.us

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

8. Service Area

Bowie County

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

This section intentionally left blank.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

10. Procurement method:

Non-Competitive | Interagency/Interlocal

GST-2012-Solicitation-00025 | RLHS GOLIVE LPHS PROPOSAL

11. Renewals:

Number of Renewals Remaining: 0 Date Renewals Expire: 08/31/2015

12. Payment Method:

Cost Reimbursement

13. Source of Funds:

State, State

14. DUNS Number:

062929187

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

15. Programmatic Reporting Requirements:

Report Name	Frequency	Period Begin	Period End	Due Date
Project Service Deliv	Quarterly	09/01/2014	11/30/2014	12/31/2014
Project Service Deliv	Quarterly	12/01/2014	02/28/2015	03/31/2015
Project Service Deliv	Quarterly	03/01/2015	05/31/2015	06/30/2015
Project Service Deliv	Quarterly	06/01/2015	08/31/2015	09/30/2015
Financial Starus Rep	Quarterly	09/01/2014	11/30/2014	12/31/2014
Financial Starus Rep	Quarterly	12/01/2014	02/28/2015	03/31/2015
Financial Starus Rep	Quarterly	03/01/2015	05/31/2015	06/30/2015
Financial Starus Rep	Quarterly	06/01/2015	08/31/2015	10/15/2015

Submission Instructions:

Contractor shall submit Project Service Delivery Plan (Exhibit A) report on a quarterly basis, as noted on the Exhibit A, to the contract manager by the end of the month following the end of each quarter. Submit to: LocalPHTeam@dshs.state.tx.us ; Fax #: 512/776-9347.

Contractor shall submit quarterly FSRs to Fiscal-Claims Processing Unit by the last business day of the month following the end of each quarter. Contractor shall submit the final FSR no later than 45 calendar days following the end of the applicable term.
Submit to: invoices@dshs.state.tx.us ; Fax #: 512/776-7442.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

16. Special Provisions

SPECIAL PROVISIONS:

General Provisions, ARTICLE II COMPLIANCE AND REPORTING, Section 2.03 Reporting, are revised to include the following paragraph:

CONTRACTOR will submit quarterly and final performance reports that describe progress toward achieving the objectives contained in approved Contractor's Service Delivery Plan and any written revisions. Contractor will submit the performance reports by the end of the month following the end of each quarter, in a format to be provided by DSHS. Failure to submit a required report of additional requested information by the due date specified in the Program Attachment (s) or upon request constitutes breach of contract, may result in delay payment, and may adversely affect evaluation of Contractor's future contracting opportunities with the department.

Programmatic Reporting Submission Requirements:

Reports and Report signature page should be sent electronically to:

LocalPHTeam@dshs.state.tx.us, or the signature page can sent by facsimile to 512-776-7391. A copy of the report should be sent to the respective DSHS Health Service Region, Attention: Deputy Regional Director.

See Programmatic Reporting Requirements section for required reports.

General Provisions, ARTICLE III SERVICES, Section 3.02 Disaster Services, is revised to include the following:

In the event of a local, state, or federal emergency the Contractor has the authority to utilize approximately 5% of staff's time supporting this Program Attachment for response efforts. DSHS will reimburse Contractor up to 5% of this Program Attachment funded by Center for Disease Control and Prevention (CDC) for personnel costs responding to an emergency event. Contractor will maintain records to document the time spent on response efforts for auditing purposes. Allowable activities also include participation of drills and exercises in the pre-event time period. Contractor will notify the Assigned Contract Manager in writing when this provision is implemented.

General Provisions, ARTICLE XIV GENERAL BUSINESS OPERATIONS OF CONTRACTOR, Section 14.01 Responsibilities and Restrictions Concerning Governing Board, Officers and Employees, is not applicable to this program Attachment.

General Provisions, ARTICLE XIV GENERAL BUSINESS OPERATIONS OF CONTRACTOR, Section 14.20 Equipment (Including Controlled Assets) Purchases, is revised to include the following:

For the purpose of this Program Attachment, equipment is not approved as part of the base budget for LPHS. The funds are for direct services. Although, at mid-year of the contract term, if funds are identified as not being used, the funds may be used to purchase equipment in the 3rd quarter of the contract or program attachment term. Contractor must submit proposal to redirect funds with justification as to how the equipment helps achieve the goals, objectives, and deliverables outlined in Exhibit A (Project Service Delivery Plan). The proposal must be submitted to the contract manager assigned to the program attachment.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

General Provisions, ARTICLE XV GENERAL TERMS, Section 15.15 Amendment, is amended to include the following:

Contractor must submit all amendment and revision requests electronically through the Contract Management and Procurement System (CMPS) at least 90 days prior to the end of the term of this Program Attachment.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

17. Documents Forming Contract. The Contract consists of the following:

a. Contract (this document)	2015-001076-00
b. General Provisions	Subrecipient General Provisions
c. Attachments	Budgets
d. Declarations	Certification Regarding Lobbying, Fiscal Federal Funding Accountability and Transparency Act (FFATA) Certification
e. Exhibits	Project Service Delivery Plan

Any changes made to the Contract, whether by edit or attachment, do not form part of the Contract unless expressly agreed to in writing by DSHS and Contractor and incorporated herein.

18. Conflicting Terms. In the event of conflicting terms among the documents forming this Contract, the order of control is first the Contract, then the General Provisions, then the Solicitation Document, if any, and then Contractor's response to the Solicitation Document, if any.

19. Payee. The Parties agree that the following payee is entitled to receive payment for services rendered by Contractor or goods received under this Contract:

Name:	City of Texarkana
Vendor Identification Number:	17560006896

20. Entire Agreement. The Parties acknowledge that this Contract is the entire agreement of the Parties and that there are no agreements or understandings, written or oral, between them with respect to the subject matter of this Contract, other than as set forth in this Contract.

I certify that I am authorized to sign this document and I have read and agree to all parts of the contract,

Department of State Health Services	**Texarkana-Bowie County Family Health Center**
By:	By:
Signature of Authorized Official	Signature of Authorized Official
Date	Date
Name and Title	Name and Title
1100 West 49th Street	
Address	Address
Austin, TX 787-4204	
City, State, Zip	City, State, Zip
Telephone Number	Telephone Number
E-mail Address	E-mail Address

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

Budget Summary

Organization Name: Texarkana-Bowie County Family Health Center

Program ID: RLSS/LPHS

Contract Number: 2015-001076-00

Budget Categories

Budget Categories	DSHS Funds Requested	Cash Match	In Kind Match Contributions	Category Total
Personnel	$67,313.00	$0.00	$0.00	$67,313.00
Fringe Benefits	$30,964.00	$0.00	$0.00	$30,964.00
Travel	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00	$0.00
Supplies	$0.00	$0.00	$0.00	$0.00
Contractual	$4,200.00	$0.00	$0.00	$4,200.00
Other	$0.00	$0.00	$0.00	$0.00
Total Direct Costs	$102,477.00	$0.00	$0.00	$102,477.00
Indirect Costs	$14,741.00	$0.00	$0.00	$14,741.00
Totals	$117,218.00	$0.00	$0.00	$117,218.00

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

Project Service Delivery Plan

Organization Name:	Texarkana-Bowie County Family Health Center		
Contract Number:	2015-001076-00	Program ID:	RLSS/LPHS
Contract Term:	09/01/2014 - 08/31/2015	Program Name:	RLSS/Local Public Health System-Pı

Exhibit A:

Local Health Department: Texarkana-Bowie County Family Health Center
Contract Term: September 1, 2014 through August 31, 2015

Indicate in this plan how requested Local Public Health Services (LPHS) contract funds will be used to address a public health issue through essential public health services. The plan should include a brief description of the public health issue(s) or public health program to be addressed by LPHS funded staff, and measurable objective(s) and activities for addressing the issue. List only public health issues/programs, objectives and activities conducted and supported by LPHS funded staff. List at least one objective and subsequent required information for each public health issue or public health program that will be addressed with these contract funds. The plan must also describe a clear method for evaluating the services that will be provided, including identification of a specific evaluation standard, as well as recommendations or plans for improving essential public health services delivery based on the results of the evaluation. Complete the table below for each public health issue or public health program addressed by LPHS funded staff. (Make additional copies of the table as needed)

Public Health Issue: Briefly describe the public health issue to be addressed. Number issues if more than one issue will be addressed.

Promote Community Health (Mission of Texarkana-Bowie County Family Health Center)

Essential Public Health Service(s): List the EPHS(s) that will be provided or supported with LPHS Contract funds
1-1 Inform, educate and empower the community with respect to health issues. (ESPH #3)
2-1 Monitor health status and understand health issues facing the community. (ESPH #1)

Objective(s): List at least one measurable objective to be achieved with resources funded through this contract. Number all objectives to match issue being addressed. Ex: 1.1, 1.2, 2.1, 2.2, etc.)
1-1 Ensure the public is aware of the health services offered at our center and public health issues concerning our community.
2-1 Contribute expertise to periodic community health assessments.

Performance Measure: List the performance measure that will be used to determine if the objective has been met. List a performance measure for each objective listed above.
1-1 The public will have access to and/or directly receive information regarding services our center offers as well as public health issues in our community.
2-1 Health needs in our community will be identified and complied into an action plan to address these needs.

Activities List the activities conducted to meet the proposed objective. Use numbering system to designate match between issues/programs and objectives.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

1-1.1.A Provide regular information regarding health status to the public via media (TV, radio, print) and/or web page data.
1-1.1.B Participates in local activities including monthly meetings.
1-1.1.C Participates in and assists with the coordination of community physical activity events.
1-1.2.A Collect data on reportable diseases in the community as reported.
1-1.2.B Alert the community to possible health threats as required.

2-1 Meet with community stakeholders to determine the health status of our community.

Evaluation and Improvement Plan: List the standard and describe how it is used to evaluate the activities conducted. This can be a local, state or federal guideline.
1-1.1.A-B Use appropriate media to communicate health information to the community at large.
1-1.1.C Provide health information to enable individuals, including those at increased risk, to make informed decisions about healthy living.
1-1.2.A-B Collect timely reportable disease information from community health professionals who submit information on possible disease outreach.

2-1 Use information gathered from stakeholder meetings to create a healthy community.

Deliverable: Describe the tangible evidence that the activity was completed.
1-1.1.A Quarterly press releases or announcements. Webpage entries at www.txkusa.org/health and Facebook.
1-1.1.B Minutes of meetings or sign-in sheets.
1-2.1.C Minutes of meetings or sign-in sheets.
1-2.2.A Report on communicable diseases submitted.
1-1.2.B Press releases, announcements, sign-in sheets of meetings/community educational gatherings.

2-1 Monthly sign-in sheets.

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

TEXAS Department of State Health Services

CMPS Contract Management and Procurement System

CERTIFICATION REGARDING LOBBYING

Organization Name: Texarkana-Bowie County Family Health Center
Contract Number: 2015-001076-00

For contracts greater than $100,000, this attachment is applicable and must be signed as part of the contract agreement.

CERTIFICATION REGARDING LOBBYING CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

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

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit, an officer or employee of congress, or an employee of a member of congress in connection with this Standard Form-11, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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

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

○ Applicable ◉ Non-Applicable

Signature of Authorized Individual Date:

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
☐	Certification Regarding Lobbying			
	Fiscal Federal Funding Accountability and Transparency Act (FFATA)			

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

FISCAL FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why.

Organization Name	Texarkana-Bowie County Family Health Center				
Address	902 W. 12th Street				
City	Texarkana	State	Texas	Zip Code (9 digit)	75501
Payee Name	City of Texarkana				
Address	PO BOX 1967				
City	Texarkana	State	TX	Zip Code (9 digit)	75504-1967
Vendor identification No.		17560006896		MailCode	000
Payee DUNS No. *		062929187			

1. Did your organization have a gross income, from all sources, of more than $300,000 in your previous tax year? *

(●) Yes ( ) No

2. Certification Regarding % of Annual Gross from Federal Awards.

Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year?

( ) Yes (●) No

3. Certification Regarding Amount of Annual Gross from Federal Awards.

Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year?

( ) Yes (●) No

Identify contact persons for FFATA Correspondence. *

FFATA Contact Person #1	
Name*	Charles L. Bassett, Jr
Email*	bassett@txkusa.org
Telephone*	(903) 798-3929
FFATA Contact Person #2	
Name*	Kristen Peoples
Email*	Kristen.Peoples@txkusa.org
Telephone*	(903) 798-3977

☐ As the authorized representative of the Organization, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

E-Signature Date

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
	Certification Regarding Lobbying			

Attachment: FY15 LPHS DSHS (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

RESOLUTION NO. 2014-114

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 2015-001076-00, BETWEEN THE CITY OF TEXARKANA, TEXAS FOR AND IN BEHALF OF THE TEXARKANA-BOWIE COUNTY FAMILY HEALTH AND THE DEPARTMENT OF STATE HEALTH SERVICES (DSHS) TO PROVIDE FUNDING FOR THE DSHS PROGRAM: RLSS/LPHS RLSS/LOCAL PUBLIC HEALTH SYSTEM-PNP FOR THE TERM SEPTEMBER 1, 2014, THROUGH AUGUST 31, 2015; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1: That Contract No. 2015-001076-00 between the City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center (Contractor) and the Department of State Health Services (DSHS), an Agency of the State Of Texas, for the DSHS Program: RLSS/LPHS RLSS/Local Public Health System-PnP, to provide funding for the Texarkana-Bowie County Family Health Center to utilize resources to conduct activities that provide or support the delivery of essential public health services for the term September 1, 2014, through August 31, 2015, a copy of which is attached hereto as Exhibit "A," is hereby approved.

SECTION 2: That the City Manager is hereby authorized to execute said Department of State Health Services (DSHS) contract to provide necessary funding to implement the above-described program on behalf of the Texarkana-Bowie County Family Health Center.

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 22nd day of September, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Resolution 2014-114 LPHS [Revision 2] (1188 : Res. No. 2014-114 DSHS FY15 LPHS Contract 2015-001076-00)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 9/12/2014 9:31 PM

Lead Department: Parks, Recreation & Health **Action Officer:** Cheryl Haff,

Subject: Resolution No. 2014-118 approving and authorizing the City Manager to execute Contract No. 2015-001084-00 between the City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center and the Texas Department of State Health Services (DSHS) to provide an immunization program for children, adolescents and eligible adults within our community.

	Public	Second	Council
Briefing: 9/22/2014	**Hearing:**	**Briefing:**	**Vote:** 9/22/2014

Item Schedule

Updates/History of Briefing:
Not Applicable

Executive Summary and Background Information:
The City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center (Contractor) and the Department of State Health Services (DSHS), an Agency of the State Of Texas, contracts for the DSHS Program: Imm/Locals, to provide funding for the Texarkana-Bowie County Family Health Center to provide an immunization program for children, adolescents and eligible adults within our community. The current contract term will be September 1, 2014, through August 31, 2015.

Potential Options:
- None
-

Fiscal Implications:
Additional funding for the Texarkana-Bowie County Family Health Center

Staff Recommendation:
Staff recommends approval of this contract

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. FY15 Imm Locals Contract (PDF)
c. Resolution 2014-118 Imm (DOCX)

Staff Coordination

Parks, Recreation & Health	Completed	Cheryl Haff 09/11/2014 10:40 AM	Department Head Review	
Finance Department	Charlie Bassett	Finance Review	Pending	
Parks, Recreation & Health	09/11/2014 11:06 AM	Robby Robertson	Review	Completed
Public Information Officer			PIO Review	Pending
City Manager		City Manager Review	Pending	
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:

Attachment: Goals and Perspectives (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT 2015-001084-00

This Contract is entered into by and between the Department of State Health Services (DSHS or the Department), an agency of the State of Texas, and Texarkana-Bowie County Family Health Center (Contractor), a Governmental, (collectively, the Parties) entity.

1. Purpose of the Contract: DSHS agrees to purchase, and Contractor agrees to provide, services or goods to the eligible populations.

2. Total Amount: The total amount of this Contract is $147,233.00.

3. Funding Obligation: This Contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, budget cuts, transfer of funds between programs or health and human services agencies, amendment to the Appropriations Act, health and human services agency consolidation, or any other disruptions of current appropriated funding for this Contract, DSHS may restrict, reduce, or terminate funding under this Contract.

4. Term of the Contract: This Contract begins on 09/01/2014 and ends on 08/31/2015. DSHS has the option, in its sole discretion, to renew the Contract. DSHS is not responsible for payment under this Contract before both parties have signed the Contract or before the start date of the Contract, whichever is later.

5. Authority: DSHS enters into this Contract under the authority of Health and Safety Code, Chapter 1001.

6. Program Name: IMM/LOCALS Immunization Branch-Locals

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

7. Statement of Work:

Contractor shall implement and operate an immunization program for children, adolescents, and adults, with special emphasis on accelerating interventions to improve the immunization coverage of children two (2) years of age or younger (0 to 35 months of age). Contractor shall incorporate traditional and non-traditional systematic approaches designed to eliminate barriers, expand immunization capacity, and establish uniform operating policies, as described herein.

Contractor shall perform the activities required under this Program Attachment in the Service Area designated in the most recent version of Section 8. "Service Area" of this contract.

Contractor shall be enrolled as a provider in the Texas Vaccines for Children (TVFC) program, which includes a signed Deputization Addendum to TVFC Provider Enrollment Form (E6-102), by the effective date of this Program Attachment, and must adhere to the TVFC Operations Manual and associated TVFC policy guidelines provided by DSHS (located at http://www.dshs.state.tx.us/immunize/tvfc/tvfc_manual.shtm).

Contractor shall comply with written policies and procedures provided by DSHS in managing vaccines supplied through the TVFC program, including guidelines for proper storage and handling of vaccines and for safeguarding vaccine in the event of natural disaster. Contractor shall comply with all requirements laid out in the final, approved Work Plan (Exhibit A).

• Contractor will use the current vaccine management system as described in the TVFC Operations Manual.
• Contractor shall notify providers of changes to vaccine storage and handling, vaccine management reporting, and present updates and training to providers, as requested by DSHS.
• Contractor shall plan and implement community-based activities and collaborations to accomplish the required tasks as specified in the final, approved Work Plan (Exhibit A).

Contractor shall report all reportable conditions as specified in 25 Texas Administrative Code (TAC) Part I §§97.1-97.6 and §§97.101-97.102, and as otherwise required by law.

Contractor shall report all vaccine adverse event occurrences in accordance with the 1986 National Childhood Vaccine Injury Act (NCVIA) 42 U.S.C. § 300aa-25 (located at http://vaers.hhs.gov/ or 1-800-822-7967).

Contractor shall inform and educate the public about vaccines, and vaccine-preventable diseases, as described in the DSHS Immunization Contractors Guide for Local Health Departments (located at http://www.dshs.state.tx.us/immunize/docs/contractor/E11-13985_FY2015_ContractorsGuide.pdf).

Contractor shall conduct outreach and collaborative activities with American Indian tribes located within the boundaries of the contractor's jurisdiction.

Contractor shall work to promote a health care workforce within the Local Health Department's service area (including Contractor's staff) that is knowledgeable about vaccines, vaccine safety, vaccine-preventable diseases, and delivery of immunization services.

Contractor shall not deny vaccinations to recipients because they do not reside within Contractor's jurisdiction or because of an inability to pay an administration fee.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Contractor shall comply with all applicable federal and state regulations and statutes, including but not limited to:

- Human Resources Code §42.043, VTCA;
- Education Code §§38.001-38.002, VTCA;
- Health and Safety Code §§12.032, 81.023 and 161.001-161.009, VTCA;
- 25 TAC Chapter 97;
- 25 TAC, Chapter 96;
- 25 TAC, Chapter 100;
- 42 USC §§247b and 300 aa-25;
- Omnibus Budget Reconciliation Act of 1993, 26 USC §4980B; and
- Senate Bill 346.

Contractor shall comply with current applicable state and federal standards, policies and guidelines, including but not limited to DSHS's Standards for Public Health Clinic Services, revised August 31, 2004 (located at http://www.dshs.state.tx.us/qmb/default.shtm#public).

Contractor shall be responsible for conducting outreach regarding vaccinations for children (19 through 35 months of age in the Contractor's jurisdiction) included on the list distributed to Contractor by DSHS. Lists are distributed at the start of each quarterly reporting period (September 01, 2014, December 01, 2014, March 01, 2015, and June 01, 2015.).

Contractor must receive written approval from DSHS before varying from applicable policies, procedures, protocols, and/or work plans, and must update and disseminate its implementation documentation to its staff involved in activities under this contract within forty-eight (48) hours of making approved changes.

Contractor shall review monthly grant funding expenditures and salary savings from any grant-paid staff vacancies and revise spending plan to ensure that all funds will be properly expended under this contract before the end of the contract term on August 31, 2015.

DSHS reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfalls. DSHS will monitor Contractor's expenditures on a monthly basis. If expenditures are below what is projected in Contractor's total Program Attachment amount, Contractor's budget may be subject to a decrease for the remainder of the Contract term. Vacant positions existing after ninety (90) days may result in a decrease in funds.

SECTION II: PERFORMANCE MEASURES:

The following performance measure(s) will be used, in part, to assess Contractor's effectiveness in providing the services described in this Program Attachment, without waiving the enforceability of any of the terms of the Contract.

Contractor shall:

- Investigate and document, in accordance with DSHS Texas Vaccine-Preventable Disease Surveillance Guidelines (located at http://www.dshs.state.tx.us/idcu/investigation/conditions/) and NBS Data Entry Guidelines, at least 90% of suspected reportable vaccine-preventable disease cases within thirty (30) days of notification.

- Complete 100% of the follow-up activities, designated by DSHS, for TVFC provider quality assurance

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

site visits assigned by DSHS.

• Ship overstocked vaccines and vaccines approaching expiration to alternate providers for immediate use when instructed to do so by the DSHS Health Service Region (HSR) Immunization Program Manager to avoid vaccine waste.

• Contact and provide case management to 100% of the number of hepatitis B surface antigen-positive pregnant women identified.

• Contact 3% or 250 children per FTE (whichever is more) who are not up-to-date on their immunizations according to the ImmTrac-generated client list provided to the contractor by DSHS at the beginning of each reporting period.

• Perform outreach and education activities targeting adolescents 14 to 18 years of age and their parents via health-care providers, health-care clinics, hospitals, and any other health-care facility providing health care to adolescents 14 to 18 years of age to satisfy Texas Health and Safety Code Chapter 161, Subsection A, Section 161.0095 requirements. Additional outreach and educational activities may focus on high schools, colleges, and universities.

• Participate in at least one collaborative meeting concerning tribal health issues, concerns, or needs with American Indian tribal members during the contract term if American Indian tribes are in their jurisdiction.

• Report outreach done, and collaborative efforts made, with the American Indian tribes in the contractor's jurisdiction.

• Review 100% of monthly biological reports, vaccine orders (when applicable), and temperature logs for accuracy to ensure the vaccine supply is appropriately maintained and within established maximum stock levels.

• Complete 100% of child-care facility and Head Start center assessments, in accordance with the Immunization Population Assessment Manual, as assigned by DSHS.

• Complete 100% of public and private school assessments, retrospective surveys, and validation surveys, in accordance with the Immunization Population Assessment Manual, as assigned by DSHS.

• Report number of doses administered to underinsured children monthly, as directed by DSHS.

• Report the number of unduplicated underinsured clients served, as directed by DSHS.

Contractor shall utilize the AFIX (Assessment, Feedback, Incentives, and eXchange) on line tool and methodology, found in the Immunization Quality Assurance Tool Resource Manual, (located at http://www.dshs.state.tx.us/immunize/docs/QA_site_visit.pdf) to assess immunization practices and coverage rates for all sub-contracted entities and non-local health department Women, Infant and Children (WIC) clinics. Immunization provider coverage rates will be generated using the Comprehensive Clinic Assessment Software Application (CoCasa), as specified by DSHS.

Contractor shall utilize the Center for Disease Control and Prevention (CDC) Provider education, Assessment, and Reporting (PEAR) system to document TVFC quality assurance site-visits for all sub-contracted entities and non-local health department Women, Infant and Children (WIC) clinics. . Contractor shall submit the final assessment results in the PEAR system within 10 days of conducting the

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

visit.

Contractor shall utilize the CDC PEAR system to document TVFC unannounced storage and handling visits conducted at TVFC provider offices. Contractor shall submit the final unannounced storage and handling visit results in the PEAR system within 10 days of conducting the visit.

Contractor is required to complete and submit Immunization Inter-Local Agreement Quarterly Report form, utilizing the format provided by the DSHS Program and available at http://www.dshs.state.tx.us/immunize/providers.shtm, by the report due date.

Report Type	Reporting Period	Report Due Date
Programmatic	09/1/2014 to 11/30/2014	12/31/2014
Programmatic	12/1/2014 to 02/28/2015	03/31/2015
Programmatic	03/1/2015 to 05/31/2015	06/30/2015
Programmatic	06/1/2015 to 08/31/2015	09/30/2015

Contractors LHD ILA Quarterly Reports should be submitted electronically to dshsimmunizationcontracts@dshs.state.tx.us according to the time frames stated above.

SECTION III: SOLICITATION DOCUMENT:

Governmental Entity

SECTION IV: RENEWALS:

There are no renewals.

SECTION V: PAYMENT METHOD:

Cost Reimbursement
Funding is further detailed in the attached Categorical Budget and, if applicable, Equipment List.

SECTION V: BILLING INSTRUCTIONS:

Contractor shall request payment using the State of Texas Purchase Voucher (Form B-13) and acceptable supporting documentation for reimbursement of the required services/deliverables. The Form B-13 can be found at the following link http://www.dshs.state.tx.us/grants/forms/b13form.doc. Vouchers and supporting documentation should be mailed or submitted by fax or electronic mail to the addresses/number below.

Department of State Health Services
Claims Processing Unit MC 1940
1100 West 49th Street
P. O. Box 149347
Austin, Texas 78714-9347

The fax number for submitting State of Texas Purchase Voucher (Form B-13) to the Claims Processing Unit is (512) 458-7442. The email address is invoices@dshs.state.tx.us.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

8. Service Area

Bowie County

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

This section intentionally left blank.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

10. Procurement method:

Non-Competitive	Interagency/Interlocal
GST-2012-Solicitation-00022	DCPS "GOLIVE" IMMUNIZATION LOCALS PROPOSAL

11. Renewals:

Number of Renewals Remaining: 0 Date Renewals Expire: 08/31/2015

12. Payment Method:

Cost Reimbursement

13. Source of Funds:

93.268, 93.268, 93.268, 93.268, 93.268, 93.268, State

14. DUNS Number:

062929187

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

15. Programmatic Reporting Requirements:

Report Name	Frequency	Period Begin	Period End	Due Date
LHD ILA Quarterly R	Quarterly	09/01/2014	11/30/2014	12/31/2014
LHD ILA Quarterly R	Quarterly	12/01/2014	02/28/2015	03/31/2015
LHD ILA Quarterly R	Quarterly	03/01/2015	05/31/2015	06/30/2015
LHD ILA Quarterly R	Quarterly	06/01/2015	08/31/2015	09/30/2015
Financial Status Rep	Quarterly	09/01/2014	11/30/2014	12/31/2014
Financial Status Rep	Quarterly	12/01/2014	02/28/2015	03/31/2015
Financial Status Rep	Quarterly	03/01/2015	05/31/2015	06/30/2015
Financial Status Rep	Quarterly	06/01/2015	08/31/2015	10/15/2015

Submission Instructions:

LHD ILA Quarterly Reports shall be sent to dshsimmunizationcontracts@dshs.state.tx.us.

Financial Status Reports shall be sent to invoices@dshs.state.tx.us.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

16. Special Provisions

General Provisions, ARTICLE III SERVICES, Section 3.02 Disaster Services, is revised to include the following:

In the event of a local, state, or federal emergency the Contractor has the authority to utilize approximately 5% of staff's time supporting this Program Attachment for response efforts, as pre-approved in writing by DSHS. DSHS shall reimburse Contractor up to 5% of this Program Attachment funded by Center for Disease Control and Prevention (CDC) for personnel costs responding to an emergency event. Contractor shall maintain records to document the time spent on response efforts for auditing purposes. Allowable activities also include participation of drills and exercises in the pre-event time period. Contractor shall notify the Assigned Contract Manager in writing when this provision is implemented.

General Provision, ARTICLE IV. FUNDING, Section 4.03 Use of Funds, is revised to include:

• Funds shall not be used for purchase of vaccines, inpatient care, construction of facilities, or debt retirement.

For immunization activities performed under this Program Attachment, General Provisions, ARTICLE XIV. General Business Operations of Contractor, Section 14.06 Overtime Compensation, is replaced with the following paragraphs:

• Contractor is authorized to pay employees who are not exempt under the Fair Labor Standards Act (FLSA), 29 USC, Chapter 8, §201 et seq., for overtime or compensatory time at the rate of time and one-half per FLSA.

• Contractor is authorized to pay employees who are exempt under FLSA on a straight time basis for work performed on a holiday or for regular compensatory time hours when the taking of regular compensatory time off would be disruptive to normal business operations.

• Authorization for payment under this provision is limited to work directly related to immunization activities and shall be in accordance with the amount budgeted in this contract Attachment. Contractor shall document proper authorization or approval for any work performed by exempt or non-exempt employees in excess of forty (40) hours per work week.

• All revenues directly generated by this Program Attachment or earned as a result of this Program Attachment during the term of this Program Attachment are considered program income; including income generated through Medicaid billings for immunization related clinic services. The Contractor shall use this program income to further the scope of work detailed in this Program Attachment, and must keep documentation to demonstrate such to DSHS's satisfaction. This program income may not be used to take the place of existing local, state, or federal program funds. Program income shall not be used for purchase of vaccines, inpatient care, construction of facilities, or debt retirement.

General Provisions, ARTICLE XV. GENERAL TERMS, Section 15.15 Amendment, is amended to include the following:

Contractor must submit all amendment and revision requests in writing to the Division Contract Management Unit at least ninety (90) days prior to the end of the term of this Program Attachment.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

17. Documents Forming Contract. The Contract consists of the following:

a. Contract (this document)	2015-001084-00
b. General Provisions	Subrecipient General Provisions
c. Attachments	Budgets
d. Declarations	Certification Regarding Lobbying, Fiscal Federal Funding Accountability and Transparency Act (FFATA) Certification
e. Exhibits	Exhibit A

Any changes made to the Contract, whether by edit or attachment, do not form part of the Contract unless expressly agreed to in writing by DSHS and Contractor and incorporated herein.

18. Conflicting Terms. In the event of conflicting terms among the documents forming this Contract, the order of control is first the Contract, then the General Provisions, then the Solicitation Document, if any, and then Contractor's response to the Solicitation Document, if any.

19. Payee. The Parties agree that the following payee is entitled to receive payment for services rendered by Contractor or goods received under this Contract:

Name:	City of Texarkana
Vendor Identification Number:	17560006896

20. Entire Agreement. The Parties acknowledge that this Contract is the entire agreement of the Parties and that there are no agreements or understandings, written or oral, between them with respect to the subject matter of this Contract, other than as set forth in this Contract.

I certify that I am authorized to sign this document and I have read and agree to all parts of the contract,

Department of State Health Services

By:
Signature of Authorized Official

Date

Name and Title
1100 West 49th Street
Address
Austin, TX 787-4204
City, State, Zip

Telephone Number

E-mail Address

Texarkana-Bowie County Family Health Center
By:
Signature of Authorized Official

Date

Name and Title

Address

City, State, Zip

Telephone Number

E-mail Address

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Budget Summary

Organization Name: Texarkana-Bowie County Family Health Center

Program ID: IMM/LOCALS

Contract Number: 2015-001084-00

Budget Categories

Budget Categories	DSHS Funds Requested	Cash Match	In Kind Match Contributions	Category Total
Personnel	$83,707.00	$0.00	$0.00	$83,707.00
Fringe Benefits	$38,505.00	$0.00	$0.00	$38,505.00
Travel	$2,699.00	$0.00	$0.00	$2,699.00
Equipment	$0.00	$0.00	$0.00	$0.00
Supplies	$2,579.00	$0.00	$0.00	$2,579.00
Contractual	$0.00	$0.00	$0.00	$0.00
Other	$11,372.00	$0.00	$0.00	$11,372.00
Total Direct Costs	$138,862.00	$0.00	$0.00	$138,862.00
Indirect Costs	$8,371.00	$0.00	$0.00	$8,371.00
Totals	$147,233.00	$0.00	$0.00	$147,233.00

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Exhibit A

Organization Name:	Texarkana-Bowie County Family Health Center		
Contract Number:	2015-001084-00	Program ID:	IMM/LOCALS
Contract Term:	09/01/2014 - 08/31/2015	Program Name:	Immunization Branch-Locals

UNIT A

Program Stewardship and Accountability

Contractor General Requirement Unit A-1:

Implement a comprehensive immunization program. Activities under this requirement shall be conducted in accordance with the Department of State Health Services (DSHS) Immunization Contractors Guide for Local Health Departments.

Activities:
- Adhere to Standards for Child and Adolescent Immunization Practices and Standards for Adult Immunization Practices found at: http://www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/H/standards-pediatric.pdf and http://www.cdc.gov/vaccines/pubs/pinkbook/downloads/appendices/H/standards-adult.pdf.
- Maintain current policies in compliance with the DSHS Immunization Contractors Guide for Local Health Departments and have them available to Contractor's staff.
- Lapse no more than 5% of total funded amount of the contract.
  - Maintain and adjust spending plan throughout the contract term to avoid lapsing funds.
  - Account for and use Program Income appropriately throughout the contract term.
  - Maintain staffing levels to meet required activities of the contract and to ensure that all funds in the personnel category are expended.
- Submit required Quarterly Local Health Department (LHD) Inter-Local Agreement (ILA) Reports to DSHS Immunization Contracts at dshsimmunizationcontracts@dshs.state.tx.us by Close of Business (COB) on December 31, 2014; March 31, 2015; June 30, 2015; and September 30, 2015 or the next business day if the date falls on a weekend or state approved holiday.
- Submit Corrective Action Plan (CAP) letter to DSHS Contract Management Unit (CMU) within fifteen (15) business days after On-Site Evaluation if findings are not resolved at time of site visit to the satisfaction of the HSR Immunization Program Manager and DSHS Immunization Branch Contracts staff.

Contractor General Requirement Unit A-2:

Complete Texas Vaccines for Children (TVFC) site visits, TVFC unannounced visits, and follow-up visits assigned by DSHS Immunization Branch or DSHS Health Service Region Immunization Program staff within prescribed timeframes outlined in the TVFC Operations Manual. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
- Conduct TVFC site visit follow-up and submit results following the process described and within deadlines established in the TVFC Operations Manual.
- Conduct TVFC site visits in 100% of subcontracted entities as listed in the Inter-Local Application and

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

non-Local Health Department WIC immunization clinics, if applicable.
• Conduct TVFC unannounced storage and handling visits at TVFC enrolled provider offices within the jurisdiction following the process described and within deadlines established in the TVFC Operations Manual.

Contractor General Requirement Unit A-3:

Ensure that expired, wasted, and unaccounted-for vaccines do not exceed 5% in Contractor's clinics. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and TVFC Operations Manual.

Activities:
• Ensure that expired, wasted, and unaccounted-for vaccines do not exceed 5% in Contractor's clinics.
• Ensure that all expired, spoiled/wasted vaccines is appropriately identified and entered into the Electronic Vaccine Inventory (EVI) system.
• Maintain storage and handling policies and procedures according to the TVFC Operations Manual. (http://www.dshs.state.tx.us/immunize/tvfc/tvfc.manual.shtm)
• Ensure that appropriate Vaccine Management plan is in place at each clinic location and that it includes an updated Emergency Contingency Plan.
• Ensure that overstocked vaccines or those vaccines nearing expiration are shipped to alternate providers as directed by the Health Service Region (HSR) Immunization Program managers, for timely use to avoid vaccine waste.

Contractor General Requirement A-4:

Implement a plan to assure that vaccines provided through the TVFC program are not provided inadvertently to fully privately insured individuals, including children covered by S-CHIP.

Establish and maintain protocols for screening individuals for eligibility and insurance coverage before administering vaccines provided through the TVFC program. Contractors may use Patient Eligibility Screening Form (C-10) or electronically store this information.

Any child who upon screening meets one of the eligibility criteria listed below and who is 18 years of age or younger qualifies for state or federal vaccine through the TVFC program:
a. Eligible for Vaccine For Children (VFC) Vaccine:
   • Medicaid Enrolled,
   • No Health Insurance,
   • American Indian or Alaskan Native, or
   • Underinsured* served by a Federally Qualified Health Center, Rural Health Clinic, or a deputized provider.
b. Eligible for State/Federal Vaccine:
   • Enrolled in CHIP**, or
   • Other Underinsured***.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

* Underinsured includes children with health insurance that does not include vaccines or only covers specific vaccine types. Children are only eligible for vaccines that are not covered by insurance. In addition, to receive VFC vaccine, underinsured children must be vaccinated through a Federally Qualified Health Center (FQHC) or Rural Health Clinic (RHC) or under an approved deputized provider. The deputized provider must have a written agreement with an FQHC/RHC and the state/local/territorial immunization program in order to vaccinate underinsured children.
** Children enrolled in separate state Children's Health Insurance Program (CHIP). These children are considered insured and are eligible for vaccines through the TVFC program as long as the provider bills CHIP for the administration of the vaccine.
*** Other underinsured are children that are underinsured but are not eligible to receive federal vaccine through the VFC program because the provider or facility is not a FQHC/RHC or a deputized provider. However, these children may be served if vaccines are provided by the state program to cover these non-VFC eligible children.

UNIT B

Assessing Program Performance

Contractor General Requirement Unit B-1:

Conduct educational, promotional, and outreach activities for the general public to enhance immunization awareness, including distribution of DSHS-provided materials. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Contractor will provide vaccine and immunization education to target audiences and to the general public on the benefits of vaccination, the risk of vaccine-preventable diseases, staying on the Advisory Committee on Immunization Practices (ACIP) Recommended Immunization Schedule(s), and the importance of not missing any vaccines.
• Inform and educate parents of infants, children, adolescents, adults (men and women), grandparents, seniors, health-care providers, and the general public about vaccines for all age groups and vaccine-preventable diseases. Information should include the importance and benefits of being fully vaccinated, vaccine recommendations, and the location of community vaccination clinics.
• Conduct at least one monthly immunization education activity specifically directed to one of the target groups as directed by DSHS.
• Conduct at least twelve (12) outreach and educational activities during the contract period in accordance with Texas Health and Safety Code Chapter 161, Subsection A, Section 161.0095, to each of the following audiences: health-care providers, health-care clinics, hospitals, and any other health-care facility providing health care to adolescents 14 to 18 years of age and report results on the Quarterly Report. Additional outreach and educational activities may focus on high schools, colleges, and universities.
• Document the activity with the number and type of participants and evaluate activity by obtaining feedback from participants.
• Use national immunization observances as opportunities to conduct specific education and promotional

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

activities to give emphasis to the importance and benefits of vaccines: National Infant Immunization Week (NIIW), National Immunization Month (NIM), National Adult Immunization Week (NAIW), and National Influenza Week (NIW).
• Develop and implement a written communications and customer service plan to assure customers receive consistent, correct immunization information and services in a courteous and friendly manner on a timely basis.
• Participate in special initiatives as directed by DSHS, such as the Dairy Queen Coupon project, the Hallmark Card Governor's Program, and others.
• Participate in statewide media campaigns by distributing DSHS-developed and produced public service announcements and materials to local television and radio stations, newspapers, parent publications, university newspapers, high school newspapers, and neighborhood newspapers.
• Promote www.ImmunizeTexas.com, the Immunization Branch's website; The Upshot, electronic newsletter; and the Vaccine Advisory, vaccine newsletter to providers in the Contractor's jurisdiction.
• Promote and distribute immunization literature for the public to TVFC providers and Contractor's clinics.
• Provide information to clients, families, health-care providers, and the general public on the purpose of ImmTrac, the benefits of ImmTrac participation, and the importance of maintaining a complete immunization history in ImmTrac.
• Inform the general public about the Texas Vaccines for Children (TVFC) program and the qualifications to participate in it.
• Distribute TVFC information and educational materials at venues where parents of TVFC-eligible children might frequent.
• Inform and highly recommend to the medical community and local providers within the Contractor's' jurisdiction on the annual Centers for Disease Control and Prevention (CDC) Epidemiology and Prevention of Vaccine-Preventable Disease (EPI-VAC) training.

Establish collaborative efforts with appropriate community entities regarding promoting immunizations and the reduction of vaccine-preventable diseases. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Identify providers, hospitals, schools, child-care facilities, social service agencies, and community groups involved in promoting immunizations and reducing vaccine-preventable diseases.
• List and maintain contact information of group members and collaborations and identify the best practices they are promoting.
• Maintain written agreements and updates of group members and collaborations.
• Document communications, group meetings, and planning of activities that promote the Best Practices identified in contract agreement. Documents are to be accessible during site visits.
• Report new group members on the Quarterly Report.

Contractor General Requirement Unit B-2:

When assigned by DSHS, complete 100% of child-care facility and Head Start center assessments and child-care audits. Activities under this requirement shall be conducted in accordance with the DSHS

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Immunization Contractors Guide for Local Health Departments and Population Assessment Manual.

When assigned by DSHS, complete 100% of public and private school assessments, retrospective surveys, and validation surveys. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and Population Assessment Manual.

Activities:

- Complete and report 100% of required audits/assessments as assigned by the Immunization Branch, DSHS. These will include:
  - Texas Child-Care Immunization Assessment
  - Child-Care Audit
  - Annual Report of Immunization Status (school self-assessments)
  - School Audit
  - Texas School Immunization Validation Survey
  - Texas County Retrospective Immunization School Survey (TCRISS)
- Assigned surveys/assessments must be completed utilizing the instructions in DSHS Immunization Contractors Guide for Local Health Departments and the Population Assessment Manual.
- Monitor vaccination and exemptions per respective areas for completed audits/assessments.
- Analyze, provide feedback, and monitor vaccination trends for public school districts, private schools, licensed child-care facilities, and registered family homes to increase vaccination coverage using audit/assessment data.
- Identify trends and areas of need for local health department jurisdictions and coordinate interventions.
- Collaborate with school/child-care facilities and registered family homes to identify needed improvements. Report these results/findings to the Assessment, Compliance and Evaluation Group, Immunization Branch, DSHS.

Contractor General Requirement B-3:

Work with TVFC providers to develop quality improvement processes to increase coverage levels and decrease missed opportunities using AFIX components, as appropriate, and move toward use of IIS as primary source of data for provider coverage level assessment by the end of project period. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and the Texas Vaccine For Children Provider Manual.

Activities:

- Conduct immunization coverage level assessments utilizing the AFIX online tool and (CoCASA) in 100% of subcontracted entities as listed in the Inter-Local Application and non-Local Health Department WIC immunization clinics, if applicable.
- Conduct TVFC quality assurance site-visits for all sub-contracted entities and non-local health department Women, Infant and Children (WIC) clinics utilizing the CDC Provider Education, Assessment, and Reporting (PEAR) system and submitting the final assessment results in the PEAR system within 10 days of conducting the visit.
- Conduct TVFC unannounced storage and handling visits at TVFC provider offices utilizing the CDC

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

PEAR system and submitting the final unannounced storage and handling visit results in the PEAR system within 10 days of conducting the visit.

Contractor General Requirement B-4:

Investigate and document at least 90% of reportable suspected vaccine-preventable disease cases within thirty (30) days of notification in accordance with DSHS Texas Vaccine-Preventable Disease (VPD) Surveillance Guidelines (http://www.dshs.state.tx.us/idcu/health/vaccine_preventable_diseases/resources/) and National Electronic Disease Surveillance System (NEDSS). Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Adhere to the DSHS VPD Surveillance Guidelines, NEDSS Data Entry Guidelines, and Epi-Case Criteria Guide (https://txnedss.dshs.state.tx.us:8009/PHINDox/UserResources/Epi%20Case%20Criteria%20Guide%202012.pdf) in conducting this General Requirement and the associated activities.
• Complete all data entry into NEDSS Base System (NBS) following the NBS data Entry Guidelines. (https://txnedss.dshs.state.tx.us:8009/PHINDox/UserResources/Data_Entry_Guidelines_2007.pdf).
• Verify and enter complete vaccination history in NBS on all VPD investigations with case status of confirmed or probable. Complete vaccination history should be assessed through ImmTrac, provider offices, school records, or patient records.
• Routinely review and follow up on all VPD laboratory reports received, including electronic lab reports (ELRs) sent from DSHS through NBS and Health Alert Network (HAN).
• Provide feedback on any unmet performance measures during each Quarterly Report review.
• All new VPD surveillance staff will attend Introduction to NBS training and complete the certification process in order to gain access to the NBS system.

Contractor General Requirement Unit B-5:

Educate, inform, and train the medical community and local providers within Contractor's jurisdiction on immunization activities listed below. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Provide training on TVFC requirements and updates (as described in the TVFC Operations Manual) to TVFC providers annually at a minimum.
• Ensure that the TVFC providers have the most up-to-date, DSHS-produced immunization information in their offices.
• Provide training, information, and technical assistance to promote the effective use of ImmTrac by private providers (which includes education regarding the benefits of ImmTrac participation).
• Educate private providers about the ImmTrac enrollment process and the statutory requirement to report immunizations.
• As directed by DSHS identify first responders and their immediate family in the community and inform

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

them of the opportunity to be included in ImmTrac.
• Conduct educational training for hospital and health-care providers within the Contractor's jurisdiction, to increase mandatory screening and reporting of hepatitis B surface antigen (HBsAg__ - positive women.
• Provide training on the prevention of Perinatal Hepatitis B to providers within the Contractor's jurisdiction.
• Educate physicians, laboratories, hospitals, schools, child-care staff, and other health providers on VPD reporting requirements.
• Educate and update providers on the most currentACIP recommendations for all age groups, as well as on applicable regulatory vaccination requirements.
• Provide training relating to Standards for Child and Adolescent Immunization Practices (http://www.cdc.gov/vaccines/schedules/hcp/child-adolescent.html) and Standards for Adult Immunization Practices (http://www.cdc.gov/vaccines/schedules/hcp/adult.html) to all immunization providers within Contractor's jurisdiction.
• Inform all private providers on the federal requirement that the most current Vaccine Information Statements (VIS) must be distributed to patients (http://www.cdc.gov/vaccines/pubs/vis/default.htm).
• Promote a health-care workforce that is knowledgeable about vaccines, vaccine recommendations, vaccine safety, vaccine-preventable diseases, and the delivery of immunization services.
• Educate health-care workers on the need to be vaccinated themselves.
• Provide information to community health-care employers (hospitals, clinics, doctor's offices, long-term care facilities) about the importance of vaccination of health-care workers.
• Educate private providers to send National Immunization Surveys (NIS) to the Contractor for research prior to returning the survey to CDC, if applicable.
• Coordinate educational and other activities with local WIC programs to assure that children participating in WIC are screened and referred to their "medical home" for vaccination using a documented immunization history in accordance with the Standards for Child and Adolescent Immunization Practices (http://www.cdc.gov/vaccines/schedules/hcp/child-adolescent.html).
• Offer educational opportunities to all WIC programs in the service area, including information about on-line and satellite-broadcast continuing education opportunities from the Centers for Disease Control and Prevention (CDC) Continuing Education web site (http://www.cdc.gov/vaccines/ed/default.htm).
• Report on education, training, outreach activities or collaborative efforts conducted to the medical community and local providers in the Contractor's jurisdiction and the outcomes on each Quarterly Report.

UNIT C

Assuring Access to Vaccines

Contractor General Requirement Unit C-1:

Engage American Indian tribal governments, tribal organizations representing those governments, and tribal epidemiology centers of Alaskan Native Villages and Corporations located within contracted local health department boundaries in immunization activities. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Activities:
• Perform education, training, outreach activities and provide technical assistance for American Indian tribal governments, tribal organizations representing those governments, and tribal epidemiology centers of Alaskan Native Villages and Corporations.
• Report on education, training, outreach activities, or collaborative efforts conducted to American Indian tribal governments, tribal organizations representing those governments, and tribal epidemiology centers of Alaskan Native Villages and Corporations and the outcomes on each Quarterly Report.

Contractor General Requirement Unit C-2:

Provide immunization services and ACIP-recommended vaccines in Contractor's clinics to children, adolescents, and adults to maximize vaccine coverage levels within Contractor's jurisdiction. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Ensure that all ACIP recommended vaccines are routinely available to TVFC patients and that Adult Safety Net vaccines are available to eligible adult patients.
• Recommend the simultaneous administration of all needed vaccines for the patient.
• Follow only medically supportable contraindications to vaccination.
• Verbally educate patients and parents/guardians about the benefits and risks of vaccination and distribute DSHS educational materials as applicable as part of this conversation.
• Discuss, and attempt to schedule, the next immunization visit at each client encounter.
• Explain the benefits of a "medical home" and assist the parent/guardian in obtaining or identifying the child's medical home.
• Use a Reminder/Recall system (manual, TWICES, ImmTrac, or other system).
• Establish "standing orders" for vaccination in Contractor's clinics, consistent with legal requirements for standing orders (including, but not limited to, those found in the Texas Medical Practice Act).
• Implement an employee immunization policy according to CDC recommendations in Contractor's clinics.

Enroll and sustain a network of TVFC and other providers to administer federally funded vaccines to program-eligible populations according to CDC/ACIP and National Vaccine Advisory Committee (NVAC) standards.

Conduct recruitment to increase the number of ImmTrac providers, TVFC providers, and Perinatal Hepatitis B Providers. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:
• Conduct recruitment activities as defined in the TVFC Operations Manual with providers on the DSHS-supplied provider recruitment list.
• Target adolescent health-care providers for recruitment and emphasize adolescent vaccine requirements and recommendations

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Contractor General Requirement Unit C-3:

Assure compliance with Health and Human Services (HHS) Deputization Guidance. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments.

Activities:

- Annually sign Deputization Addendum to Texas Vaccines for Children Program (TVFC) Provider Enrollment Form (E6-102), and provide immunization services to underinsured children.
- Report monthly the number of vaccine doses administered to underinsured clients by age categories 0-6 and 7-18 years of age as directed by DSHS.
- Report monthly the number of unduplicated underinsured clients served by age categories 0-6 and 7-18 years of age as directed by DSHS.

Contractor General Requirement Unit C-4:

Work with partners, as appropriate, to assure coordination of the following activities in order to prevent perinatal hepatitis B transmission.

a.) Identification of HBsAg-positive pregnant women.
b.) Newborn prophylaxis with hepatitis b vaccine and hepatitis B immune globulin (HBIG).
c.) Timely completion of doses two and three.
d.) Post-vaccination serology.

Ensure all pregnant women are screened for HBsAg and that all HBsAg-positive pregnant women are reported to DSHS. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and Perinatal Hepatitis B Prevention Manual.

Activities:

- Develop a surveillance system that includes prenatal care providers, obstetrical and gynecological care providers, family practitioners, and labor and delivery facilities to assure all HBsAg-positive pregnant women are reported to DSHS within one week of diagnosis.
- Educate prenatal care providers to ensure they are screening pregnant women for HBsAg status during each pregnancy; implement procedures for documenting HBsAg screening results in prenatal care records, and forward original laboratory results to the delivery facility.
- Educate delivery hospitals to ensure they verify prenatal HBsAg test results of pregnant women on admission for delivery and test for HBsAg at delivery.
- Provide DSHS produced educational materials on how to prevent perinatal hepatitis B transmission for distribution to appropriate clients in agencies that include WIC, religious organizations, refugee/immigration assistance programs, and other community-based organizations.
- Provide trainings, as directed by DSHS, to delivery hospitals on reporting HBs-Ag positive test results for women who have delivered at their facilities.
- Submit a Perinatal Hepatitis B (PHB) quarterly report to the Perinatal Hepatitis B Prevention Program

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Coordinator reporting educational trainings conducted.

Ensure that all infants born to HBsAg-positive women and women whose HBsAg status is unknown will receive the first dose of the hepatitis B vaccine and hepatitis B immune globulin (HBIG) within 12 hours of birth. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and Perinatal Hepatitis B Prevention Manual.

Activities:
• Ensure all labor and delivery facilities develop standing orders and policies to administer the first dose of the hepatitis B vaccine and HBIG to at-risk infants within 12 hours of birth.
• Identify labor and delivery facilities that do not have standing orders and/or policies and educate providers to establish standing orders and policies to administer to at-risk infants the first dose of the hepatitis B vaccine and HBIG within 12 hours of birth.
•\ Determine the number of newborns that do not receive the first dose of the hepatitis B vaccine and/or the hepatitis B immune globulin and work with those facilities to ensure all at-risk infants receive the hepatitis B vaccine series and hepatitis B immune globulin within 12 hours of birth.
• Report to DSHS all infants born to HBsAg-positive women within fifteen (15) calendar days of the event.

Ensure that 100% of the number of identified infants born to HBsAg-positive women will complete the hepatitis B vaccine series and post-vaccination serology testing. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and Perinatal Hepatitis B Prevention Manual.

Activities:
• Administer or obtain from the provider or ImmTrac the complete hepatitis B vaccine series. Infants shall complete the hepatitis B vaccine series by 6 – 8 months of age if the infant receives a single antigen or Pediarix vaccine and by 15 months of age if the infant receives the Comvax series.
• Perform post-vaccination serology testing or obtain from the provider the post-vaccination serology testing results to determine immunity against hepatitis B. Post vaccination serology testing shall be done by 9 – 15 months of age if the infant received a single antigen or Pediarix vaccine and by 18 months of age if the infant received the Comvax vaccine series.
• For all cases documented as a lost to follow-up on the Perinatal Hepatitis B case management form, report the number and types of attempted activities performed in locating the mother or guardian of the infant to DSHS on the Perinatal Hepatitis B case management form.

Contractor General Requirement C-5

All household contacts over 24 months of age and sexual partners of reported HBsAg-positive women shall be referred for serologic testing to determine susceptibility status in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and Perinatal Hepatitis B Prevention Manual.

Household contacts over the age of 24 months and sexual contacts are not eligible for the program. They should be referred to health care providers for screening and vaccination if susceptible. The number of

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

contacts over age 24 months identified and referred to a health care provider is to be documented on the woman's case management form.

Ensure all household contacts below or equal to 24 months of age are case managed as appropriate to ensure the infant completes the hepatitis B vaccine series and receives post-vaccination serology testing as scheduled. A contact case management form should be completed for all contacts under or equal to 24 months of age and case management activities performed.

UNIT D

Immunization Information Technology Infrastructure-Assure that the immunization information technology infrastructure supports program goals and objectives.

Contractor General Requirement Unit D-1:

Promote provider site participation and assure immunization record completeness, timeliness, accuracy, efficiency, and data use to support immunization program goals and objectives.

Effectively utilize ImmTrac, the statewide immunization registry, in Contractors' clinics.

Work in good faith, and as specified herein, to increase the number of children less than six (6) years of age who participate in ImmTrac.

Work in good faith and as specified herein, to ensure ImmTrac registered private providers use ImmTrac effectively as defined in the DSHS Immunization Contractors Guide for Local Health Departments.

Activities under the requirements above shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments

Activities:
- Recruit new private provider sites for ImmTrac.
- Search for the client's immunization history at every client encounter.
- Review the client's record for vaccines due and overdue according to the CDC Recommended Schedules at: http://www.cdc.gov/vaccines/schedules/index.html.
- Report to ImmTrac all immunizations administered to children (younger than 18 years of age) and consented adults in Contractor's clinics, either directly into ImmTrac or through TWICES.
- Follow and explain recommended guidelines for obtaining and submitting ImmTrac consent forms according to the instructions found at http://www.dshs.state.tx.us/immunize/docs/consent_guidelines.pdf.
- Implement changes to the consent process as directed by DSHS.
- Offer updated Immunization History Report to the client or client's parent or guardian at every client encounter.
- At every client encounter, compare all immunization histories (ImmTrac, TWICES, validated patient-held records, clinic medical record) and enter into ImmTrac or TWICES any historical immunizations not in

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

ImmTrac.
• Verbally and with DSHS produced literature, inform parents presenting at Contractor's clinics about ImmTrac and the benefits of inclusion in ImmTrac.
• Provide orientation to all ImmTrac providers at least once a year and maintain documentation of all technical assistance provided (e.g., telephone logs).
• Explain and demonstrate the effective use of ImmTrac according to the instructions located in the DSHS Immunization Contractors Guide for Local Health Departments.
• Conduct follow-up with registered ImmTrac providers who are inactive or not using ImmTrac effectively.
• Train ImmTrac providers' staff on ImmTrac data entry and quality standards.
• Update all demographic information, including address and telephone number, at every client encounter.
• Conduct outreach (including, but not limited to, the specific outreach described in the DSHS Immunization Contractors Guide for Local Health Departments) to families of children 19 to 35 months of age who are not up-to-date on their immunizations according to ImmTrac; locate additional immunization histories; and enter history data into ImmTrac.
• Collaborate with prenatal health-care providers, birth registrars, hospital staff, pediatricians, and other entities to educate parents, expectant parents, and providers about ImmTrac and the benefits of participation. Includes the dissemination of DSHS educational materials as appropriate.
• Identify and contact families of children for whom ImmTrac consent has been granted but who do not have complete immunization records in ImmTrac.
• Identify all providers who administer vaccine in awardee's jurisdiction, including both pediatric and adult immunization providers.
• Collaborate with partners and develop a provider recruitment strategy to include complementary vaccinators, such as pharmacists and school-located vaccination clinics.
• Encourage ImmTrac participation among providers.
• Use and train providers on the use of the new immunization information system (IIS) as the system becomes available.

Contractors General Requirement Unit D-2:

Incorporate dose-level accountability into IIS functionality so that information can be received and stored (Dose-level accountability includes assigned a provider-determined program eligibility category for a patient to each administered dose of vaccine.

• Conduct education and monitoring of providers to improve eligibility tracking and reporting.

Contractors General Requirement Unit D-3:

Assure provider participation in vaccine ordering and inventory management using the Electronic Vaccine Inventory system.

• Educate providers regarding vaccine ordering policies.
• Train providers to use the Electronic Vaccine Inventory system for inventory and order entry.
• Train providers on the use of the new IIS system as the system is available.

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

Assist all other TVFC providers in local jurisdiction with maintenance of appropriate vaccine stock levels. Activities under this requirement shall be conducted in accordance with the DSHS Immunization Contractors Guide for Local Health Departments and TVFC Operations Manual.

Activities:

- Evaluate maximum vaccine stock levels twice a year in all TVFC provider clinics under Contractor's jurisdiction and assess providers' inventories when visiting clinics. This activity will become part of the Electronic Vaccine Inventory (EVI) system and local health departments will be advised if any assistance on this activity is needed.
- Review 100% of all vaccine orders, monthly biological reports, and monthly temperature logs for accuracy and to ensure that the vaccine supply requested is within established guidelines. Review may be done from a paper report or on the EVI system.
- If vaccine is available locally, conduct transfers and/or deliveries to support the TVFC providers requesting assistance.
- Educate and assist all TVFC providers with TVFC Provider Choice, as directed by DSHS.
- Offer provider updates, training, and information as changes to vaccine management occur

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

FISCAL FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why.

Organization Name	Texarkana-Bowie County Family Health Center				
Address	902 W. 12th Street				
City	Texarkana	State	Texas	Zip Code (9 digit)	75501
Payee Name	City of Texarkana				
Address	PO BOX 1967				
City	Texarkana	State	TX	Zip Code (9 digit)	75504-1967
Vendor identification No.		17560006896		MailCode	000
Payee DUNS No. *		062929187			

1. Did your organization have a gross income, from all sources, of more than $300,000 in your previous tax year? *

(•) Yes ( ) No

2. Certification Regarding % of Annual Gross from Federal Awards.

Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year?

( ) Yes (•) No

3. Certification Regarding Amount of Annual Gross from Federal Awards.

Did your organization receive $25 million or more in annual gross revenues from federal awards in the preceding fiscal year?

( ) Yes (•) No

Identify contact persons for FFATA Correspondence. *

FFATA Contact Person #1	
Name*	Charles Bassett
Email*	bassett@txkusa.org
Telephone*	(903) 798-3929
FFATA Contact Person #2	
Name*	Kristen Peoples
Email*	Kristen.Peoples@txkusa.org
Telephone*	(903) 798-3977

☐ As the authorized representative of the Organization, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

E-Signature Date

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
	Certification Regarding Lobbying			

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

TEXAS Department of State Health Services

CMPS Contract Management and Procurement System

CERTIFICATION REGARDING LOBBYING

Organization Name: Texarkana-Bowie County Family Health Center
Contract Number: 2015-001084-00

For contracts greater than $100,000, this attachment is applicable and must be signed as part of the contract agreement.

CERTIFICATION REGARDING LOBBYING CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

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

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

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit, an officer or employee of congress, or an employee of a member of congress in connection with this Standard Form-11, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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

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

○ Applicable ◉ Non-Applicable

Signature of Authorized Individual Date:

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
	Certification Regarding Lobbying			
	Fiscal Federal Funding Accountability and Transparency Act (FFATA)			

Attachment: FY15 Imm Locals Contract (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

RESOLUTION NO. 2014-118

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 2015-001084-00, BETWEEN THE CITY OF TEXARKANA, TEXAS, FOR AND IN BEHALF OF THE TEXARKANA-BOWIE COUNTY FAMILY HEALTH AND THE DEPARTMENT OF STATE HEALTH SERVICES (DSHS) TO PROVIDE FUNDING FOR THE DSHS PROGRAM: IMMUNIZATION BRANCH – LOCALS FOR THE TERM SEPTEMBER 1, 2014, THROUGH AUGUST 31, 2015; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1: That Contract No. 2015-001084-00 between the City of Texarkana, Texas, for and in behalf of the Texarkana-Bowie County Family Health Center (Contractor) and the Department of State Health Services (DSHS), an Agency of the State Of Texas, for the DSHS Program: Immunization Branch-Locals, to provide funding for the Texarkana-Bowie County Family Health Center to implement a comprehensive immunization program for children, adolescents, and eligible adults with in the community for the term September 1, 2014, through August 31, 2015, a copy of which is attached hereto as Exhibit "A," is hereby approved.

SECTION 2: That the City Manager is hereby authorized to execute said Department of State Health Services (DSHS) contract to provide necessary funding to implement the above-described program on behalf of the Texarkana-Bowie County Family Health Center.

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 22nd day of September, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Resolution 2014-118 Imm [Revision 2] (1190 : 2014-118 DSHS FY15 Imm/Locals Contract 2015-001084-00)

City of Texarkana, Texas

Briefing Sheet

Version: B
Update Date: 9/15/2014 10:51 AM

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,

Subject: Ordinance No. 2014-115 rezoning the east 250' of a 4.2 acre tract of land being part of the J.W. Fort HRS and the J.W. Lane HRS, located at 6507 Summerhill Road. Planned Development-Office to Single Family 1. Owen Dickeson, applicant. Chad Raney, agent.

Briefing: 9/22/2014	**Public Hearing:** 10/13/2014	**Second Briefing:** October 27, 2014	**Council Vote:** 11/10/2014	

Item Schedule

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

Updates/History of Briefing:

Not applicable

Executive Summary and Background Information:

Z-14-9: This is a request by Owen Dickeson, owner, and Chad Raney, agent, to rezone the east 250’ of a 4.2 acre tract of land being part of the J.W. Fort HRS and the J.W. Lane HRS, located at 6507 Summerhill Road from Planned Development-Office to Single Family-1. A residence is currently located on this property.

The adjacent zoning is Single Family-1 to the north, south and west and Office to the east. The adjacent land usage is residences to the north and south, vacant land and residences to the west and vacant property and office with a parking lot to the east across Summerhill Road.

The Comprehensive Plan has designated this as a low density residential area.

This property was rezoned from Single Family-1 to Planned Development-Office in June, 2013. The proposed use at that time was a law office. A law office never opened at this location. The property has since been sold for residential use and the new owner is asking that the property be rezoned back to Single Family-1 for residential use.

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

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Since the Comprehensive Plan has designated this as a low density residential area, staff recommends for approval of the rezoning back to the Single Family-1 zoning district.

Advisory Board/Committee Review:

Item was heard at the September 2, 2014 Planning and Zoning Commission meeting.

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

September 2, 2014

Attachments

a. Goals and Perspectives (DOCX)
b. Ord. # 2014-115 (DOCX)
c. Maps for Ord. # 2014-115 (PDF)
d. Exhibit "A" to attach to Ord. # 2014-115 (PDF)

Staff Coordination

Assistant City Manager		Shirley Jaster	Department Head Review	Completed 09/11/2014 2:30 PM
Public Information Officer		Lisa Thompson	PIO Review	Completed 09/11/2014 3:17 PM
City Manager	John Whitson	City Manager Review	Completed	09/12/2014 9:22 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:

NA	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:

Attachment: Goals and Perspectives (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)

Z-14-9

ORDINANCE NO. 2014-115

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING THE EAST 250' OF A 4.2 ACRE TRACT OF LAND BEING PART OF THE J.W. FORT HRS AND THE J.W. LANE HRS, LOCATED AT 6507 SUMMERHILL ROAD IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS FROM PLANNED DEVELOPMENT-OFFICE (PD-13-1) TO SINGLE FAMILY-1; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone the east 250' of a 4.2 acre tract of land being part of the J.W. Fort HRS and the J.W. Lane HRS (Exhibit "A"), located at 6507 Summerhill Road in the City of Texarkana, Bowie County, Texas, from **Planned Development-Office to Single Family-1;** and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 five (5) to zero (0) to recommend the application for rezoning** from **Planned Development-Office to Single Family-1** 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 **Planned Development-Office to Single Family-1** is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone the east 250' of a 4.2 acre tract of land being part of the J.W. Fort HRS and the J.W. Lane HRS (Exhibit "A"), located at 6507 Summerhill Road in the City of Texarkana, Bowie County, Texas, from **Planned Development-Office to Single Family-1.**

Attachment: Ord. # 2014-115 [Revision 1] (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)

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

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

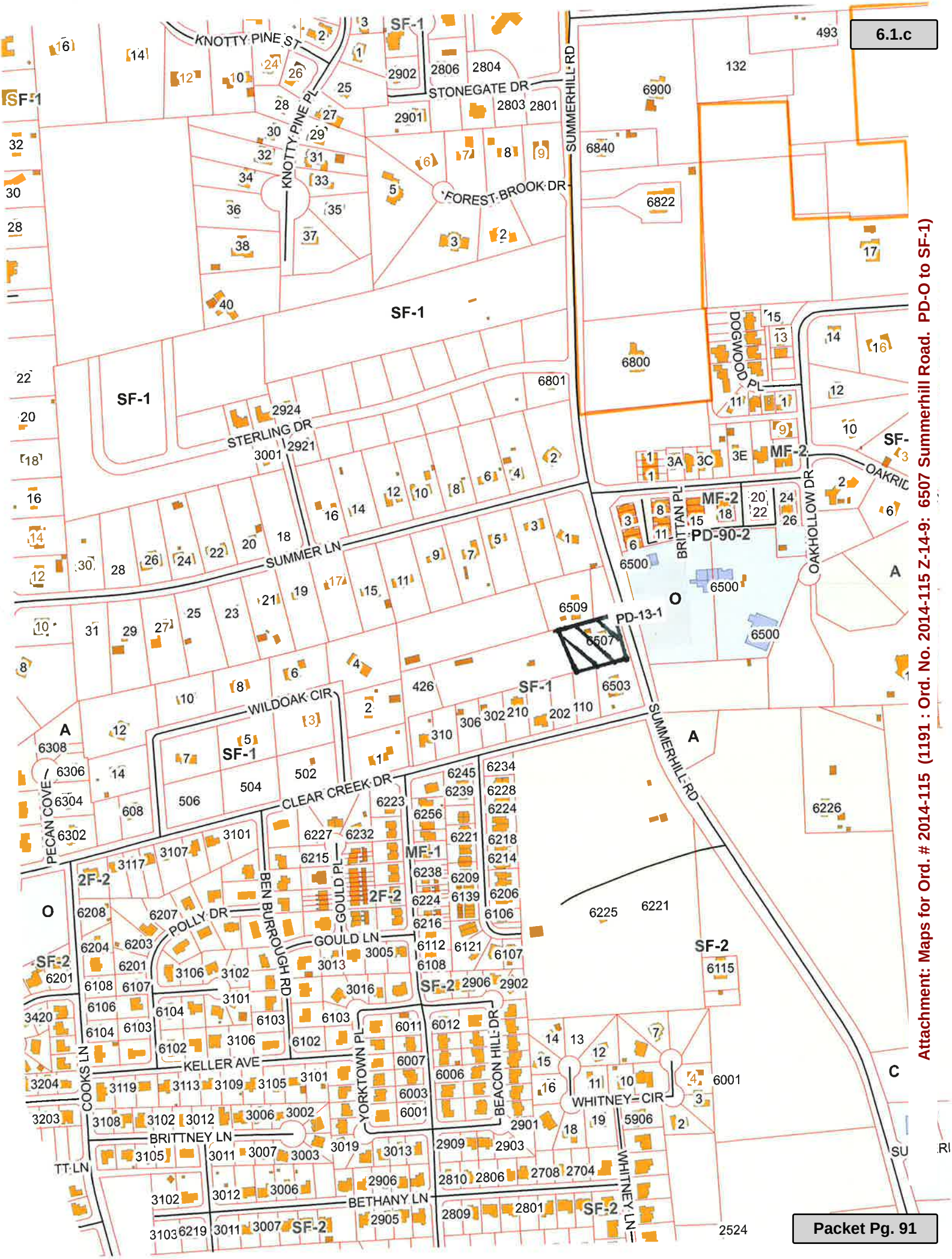
SECTION 4: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 10th day of November, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: Ord. # 2014-115 [Revision 1] (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)



Attachment: Maps for Ord. # 2014-115 (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)

Attachment: Maps for Ord. # 2014-115 (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)

EXHIBIT "A"

The east 250' of the following:

All that certain tract or parcel of land, out of the J. W. FORT H.R. SURVEY, and also out of the J. W. LANE H.R. SURVEY, in BowieCounty, Texas, and described by metes and bounds as follows:
BEGINNING at a point in the line between the J. W. Fort and the J. W. Lane H.R. Surveys, said point being 295.6 feet North of the Southeast corner of the J. W. Fort H.R. Survey;
THENCE North 80 deg. and no minutes East, 198 feet to the West line of the Summerhill Road;
THENCE North 13 deg. and 0 minutes West 213 feet with the West line of Road to the S.E. corner of Mitchell's 5 acre tract;
THENCE South 80 deg. 0 min. West at 150 feet, the line between the J. W. Fort and J. W. Lane H.R. Surveys, Continuing South 80 deg. 0 min. West 1004 feet in all, to the S.W. corner of said Mitchell tract;
THENCE South 216 feet to a point;
THENCE North 80 deg. 0 min. East 834 feet to the place of beginning;
CONTAINING Five (5) acres of land.
And being 4.15 acres in the J. W. Fort H.R. Survey, and 0.85 acres in the J. W. Lane H. R. Survey, in Bowie County, Texas.

SAVE AND EXCEPT THE 0.804 acre tract of land as follows:

DESCRIPTION OF PROPERTY:

All that certain tract or parcel of land being a part of the J. W. FORT HEADRIGHT SURVEY, A-218, Texarkana, Bowie County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at an iron bar found in place at the Northwest corner of a certain 5.0 acre tract of land heretofore conveyed to James W. Sherrer and wife, Mary R. Sherrer, by deed from C. T. Wilson, Sr., of record in Volume 384, Page 284 of the Deed Records of Bowie County, Texas;

THENCE - N. 78° 48' 49" E., 128.22 ft. with the North boundary line of the above mentioned Sherrer tract to a 1/2" reinf. steel set for corner;

THENCE - S. 11° 38' 22" E., 210.97 ft. to a 1/2" reinf. steel set for corner in the North boundary line of Cerreto's 2nd Addition to the City of Texarkana, Texas, plat of record in Volume 1211, Page 122 of the Deed Records of Bowie County, Texas;

THENCE - S. 79° 00' 01" W., 157.03 ft. with the above mentioned North line of Cerreto's 2nd Addition to a 3/8" iron pin found in place at the Northwest corner of said Cerreto's 2nd Addition;

THENCE - S. 00° 00' 57" W., 223.80 ft. to an iron pin found in place at the Southwest corner of the above mentioned Cerreto's 2nd Addition, same being in the North boundary line of Clear Creek Road;

THENCE - S. 79° 10' 06" W., 15.30 ft. to an axle found in place at the Southeast corner of Oak Forest No. 1 Addition to the City of Texarkana, Texas;

THENCE - N. 00° 02' 31" W., 223.69 ft. to a 1/2" reinf. steel found in place;

THENCE - N. 00° 20' 04" E. 214.20 ft. to the Point of Beginning and containing 0.804 acres of land, more or less. Basis of bearings is based on South boundary line of Summerlane Estates (Rev.).

EXHIBIT "A"

Attachment: Exhibit ?A? to attach to Ord. # 2014-115 (1191 : Ord. No. 2014-115 Z-14-9: 6507 Summerhill Road. PD-O to SF-1)

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 9/12/2014 9:26 PM

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,

Subject: Ordinance No. 2014-116 amending PD-02-3 for site plan approval to allow the construction of a retail department store on Lot 1A and part of Lot 1B, Clearwater Creek Addition, located at 4223 Gibson Lane. Steve Avard, applicant. Kayla Wood, MTG Engineering, agent.

Briefing: 9/22/2014	**Public Hearing:** 10/13/2014	**Second Briefing:** October 27, 2014	**Council Vote:** 11/10/2014

Item Schedule

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

Updates/History of Briefing:

Not applicable.

Executive Summary and Background Information:

Amendment to PD-02-3: This is a request by Steve Avard, owner, and Kayla Wood, MTG Engineers, agent, for site plan approval to allow the construction of a Big Lots Department Store on Lot 1A and part of Lot 1B, Clearwater Creek Addition, located at 4223 Gibson Lane. The present use is a vacant tract of land. It should be noted that this property must be re-platted into a separate lot before building permits can be issued.

The adjacent zoning is PD-General Retail to the north and east, General Retail to the south and Agriculture to the west. The adjacent land use is vacant land to the north and west, a shopping center (Texarkana Pavilion) to the south and the Boot Barn to the east.

This property was rezoned to Planned Development-General Retail in 2002. The PD designation was placed on the property to provide a consistent look to the overall development of the shopping center. Gibson Lane is adjacent to the back side of the shopping center and screening of dumpsters and loading docks will be an important consideration of the site plan.

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

- A 29,992 square foot building with elevations to match existing Kohl's shopping center.
- 167 parking spaces are shown with 2 loading docks inside the detailed area which meets City parking regulations.
- The building will be adjacent to existing Boot Barn store.
- Access to the store will be through the existing shopping center.

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

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval of the site plan with the following stipulations:

1. All city codes be met including but not limited to: fire hydrants, fire lanes, parking surface, parking spaces (size and number), truck berths, drives and turn radii.
2. The exterior façade of the new Big Lots building along Gibson Lane be similar to existing buildings (i.e. Boot Barn, Kohl's) as to materials and trim.
3. Signage is not shown on site plan. It is suggested to add to existing signage. If a monument style along Gibson Lane is desired a size will need to be determined.
4. The loading dock area at the back of the building be screened from Gibson Lane by a painted concrete wall divider similar to Kohl's.

Advisory Board/Committee Review:

Item was heard at the September 2, 2014 Planning and Zoning Commission meeting.

Board/Committee Recommendation:

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

1. The exterior façade of the new building along Gibson Lane will be similar to existing buildings as to materials and trim.
2. Any proposed signage will be added to existing signage.
3. The loading dock area at the back of the building will be screened from Gibson Lane by a painted concrete wall divider.
4. Access to the store will be through the existing shopping center.
5. All city codes will be met including but not limited to: fire hydrants, fire lanes, sprinkler system, parking surface, parking spaces (size and number), truck berths, drives and turn radii.

Advisory Board/Committee Meeting Date and Minutes:

September 2, 2014.

Attachments

a. Goals and Perspectives (DOCX)
b. Ordinance No. 2014-116 (DOCX)
c. 2014-116 Elevations for Big Lots (PDF)
d. Photos of existing signage (PDF)
e. Photo samples of proposed exterior facade (PDF)
f. Memos from departments and utilities (PDF)
g. Plat (PDF)
h. Maps for Ord. # 2014-116 (PDF)
i. Site Plan for Ord. # 2014-116 (PDF)

Staff Coordination

City of Texarkana, Texas

Assistant City Manager	Completed	Shirley Jaster	Department Head Review	09/11/2014 2:35 PM
Public Information Officer	09/11/2014 3:17 PM	Lisa Thompson	PIO Review	Completed
City Manager	John Whitson	City Manager Review	Completed	09/12/2014 9:26 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:

NA	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:

Attachment: Goals and Perspectives (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))

Amendment to
PD-02-3

ORDINANCE NO. 2014-116

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-02-3 (PLANNED DEVELOPMENT-GENERAL RETAIL) FOR SITE PLAN APPROVAL TO ALLOW THE LOCATION OF A RETAIL DEPARTMENT STORE ON LOT 1A AND PART OF LOT 1B, CLEARWATER CREEK ADDITION, LOCATED AT 4223 GIBSON LANE IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting the **approval of a site plan to allow the location of a retail department store** on Lot 1A and part of Lot 1B, Clearwater Creek Addition, located at 4223 Gibson Lane in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 retail department store** 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 retail department store on Lot 1A and part of Lot 1B, Clearwater Creek Addition, located at 4223 Gibson Lane in the City of Texarkana, Texas, Bowie County, Texas, be and is hereby approved and hereby amends PD-02-3(GR).

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

1. The exterior façade of the new building along Gibson Lane will be similar to existing buildings as to materials and trim.
2. Any proposed signage will be added to existing signage.
3. The loading dock area at the back of the building will be screened from Gibson Lane by a painted concrete wall divider.
4. Access to the store will be through the existing shopping center.

Attachment: Ordinance No. 2014-116 [Revision 1] (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

5. All city codes will be met including but not limited to: fire hydrants, fire lanes, sprinkler system, parking surface, parking spaces (size and number), truck berths, drives and turn radii.

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 10th day of November, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Ordinance No. 2014-116 [Revision 1] (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

Attachment: 2014-116 Elevations for Big Lots [Revision 1] (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223

04 SIDE (EAST) ELEVATION

3/32"=1'-0"

03 SIDE (WEST) ELEVATION

3/32"=1'-0"

02 NORTH (REAR) ELEVATION

3/32"=1'-0"

01 FRONT (SOUTH) ELEVATION

3/32"=1'-0"

RICHMOND RANCH PHASE III TEXARKANA, TEXAS

DEEPWATER CREEK TEXARKANA, LLC.

EL-01

SCALE: 3/32"=1'-0" ▪ JOB#: 13-074 ▪ ISSUE DATE: 9/05/14

APPROVED BY: _____ DATE: _____

COPYRIGHT © RHI ODO ARCHITECTS, INC.
THESE DRAWINGS, OR PARTS THEREOF, MAY NOT BE REPRODUCED IN ANY FORM BY ANY METHOD FOR ANY PURPOSE WITHOUT PRIOR WRITTEN CONSENT FROM ODO ARCHITECTS, INC.

Attachment: Photos of existing signage (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))

Attachment: Photos of existing signage (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))

Exterior of proposed Big Lots will match above Boot Barn and Kirkland's exterior

Attachment: Photo samples of proposed exterior facade (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson

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, City of Texarkana, Texas

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

Date: August 20, 2014

Subject: ***Proposed Site Plan Review - 4223 Gibson Lane, Clearwater Creek Addition***

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

1. There is an existing eight inch (8") water main along the south side of Gibson Lane and there is an existing eight inch water main across the Clearwater Creek Addition in front of the existing building that can be extended.

2. There is an existing eight inch (8") sanitary sewer main across Clearwater Creek Addition in front of the existing build that can be extended.

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. The Utility reserves the right to request additional utility easements upon review of the utility plans.

5. 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

sjastr390.wpd

Attachment: Memos from departments and utilities (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

TEXARKANA TEXAS FIRE DEPARTMENT
Fire Chief Eric Schlotter
220 Texas Boulevard, Texarkana, TX 75503 • 903-798-3994 • Fax 903-793-4731

Re-plat review

To: Shirley Jaster, Assistant City Manager

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

DATE: 21 August, 2014

SUBJECT: Lot 1 and Lot 2 Clearwater Creek Addition

Ms.Jaster:

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.
The address for the adjacent building is Gibson Lane; the address needs to be posted and visible on the Gibson Lane side also.

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; https://library.municode.com/index.aspx?clientId=10286 . 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 around the structure 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 for non- sprinklered buildings or 600 feet for fully sprinklered buildings 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.

Attachment: Memos from departments and utilities (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

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.

Fire Hydrant placement will need to meet the above paragraph.

Knox Rapid Entry System

In accordance with Texarkana, Texas City Ordinance # 142-2000, the owner or occupant shall install a Knox Box of sufficient size to hold access keys for the structure and any other keys deemed necessary and directed by the Fire Official. Each key shall be labeled in a way that will enable the Fire Official to determine which lock it operates. The box shall be mounted within three feet of the main entry door at a height four to eight feet above the exterior grade. Multi-occupant strip buildings shall have a Knox Box for every 100 feet or portion of 100 feet of building frontage. 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 will be required at front door and an additional may be required at riser room door. Knox Boxes may be ordered online at https://www.knoxbox.com/store/registerDept.cfm .**

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,

Ken Steele

Ken Steele
Fire Inspector
Building and Life Safety Division
Texarkana Texas Fire Department
903-798-3909
ksteele@txkusa.org

cc: file

Attachment: Memos from departments and utilities (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

MEMORANDUM

CITY OF TEXARKANA, TEXAS

Department of Stormwater Management

TO: Shirley Jaster, Assistant City Manager

FROM: Dusty Henslee, Stormwater Engineer

SUBJECT: Site Plan Review Comments for Big Lots

DATE: August 22, 2014

I have reviewed the site plan and have the following comments:

1. Parking space requirements can't be calculated since no building area is given.
2. Access and utility easement shown in front of existing buildings needs to extend across this proposed development.
3. Is there an access agreement across the back of the buildings to allow access?
4. Drainage calculations must be provided when submitting construction plans. Please provide documentation that proposed development doesn't adversely impact downstream drainage (storm sewers,detention ponds, etc.)

If you have any questions or comments then please contact me at 903-798-3948 or you can email me at dustin.henslee@txkusa.org

Thanks,
Dusty Henslee, P.E., CFM., CSI
Stormwater Engineer

Attachment: Memos from departments and utilities (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.

TEX-Jaster, Shirley

From: Kayla Wood <kwood@mtgengineers.com>
Sent: Wednesday, August 27, 2014 3:33 PM
To: TEX-Henslee, Dustin; TEX-Jaster, Shirley; TTFD-Steele, Kenneth; TEX-Dooley, Kyle; TEX-Henry, Lynn
Cc: TEX-Burk, Debbie; 'Steve Avard'
Subject: RE: Emailing: site plan approval for Big Lots at 4223 Gibson Lane
Attachments: Parking Counts.pdf

Thanks Dusty! We do show two, but after reviewing, it's super hard to read.

One is the depressed truck dock, and the other is right next to the back entrance. I've attached a PDF showing the second one in red. We will clean that up more before submitting final plans.

Thanks!
Kayla Wood, P.E.
MTG Engineers & Surveyors

-----Original Message-----
From: TEX-Henslee, Dustin [mailto:dustin.henslee@txkusa.org]
Sent: Wednesday, August 27, 2014 2:17 PM
To: Kayla Wood; TEX-Jaster, Shirley; TTFD-Steele, Kenneth; TEX-Dooley, Kyle; TEX-Henry, Lynn
Cc: TEX-Burk, Debbie; 'Steve Avard'
Subject: RE: Emailing: site plan approval for Big Lots at 4223 Gibson Lane

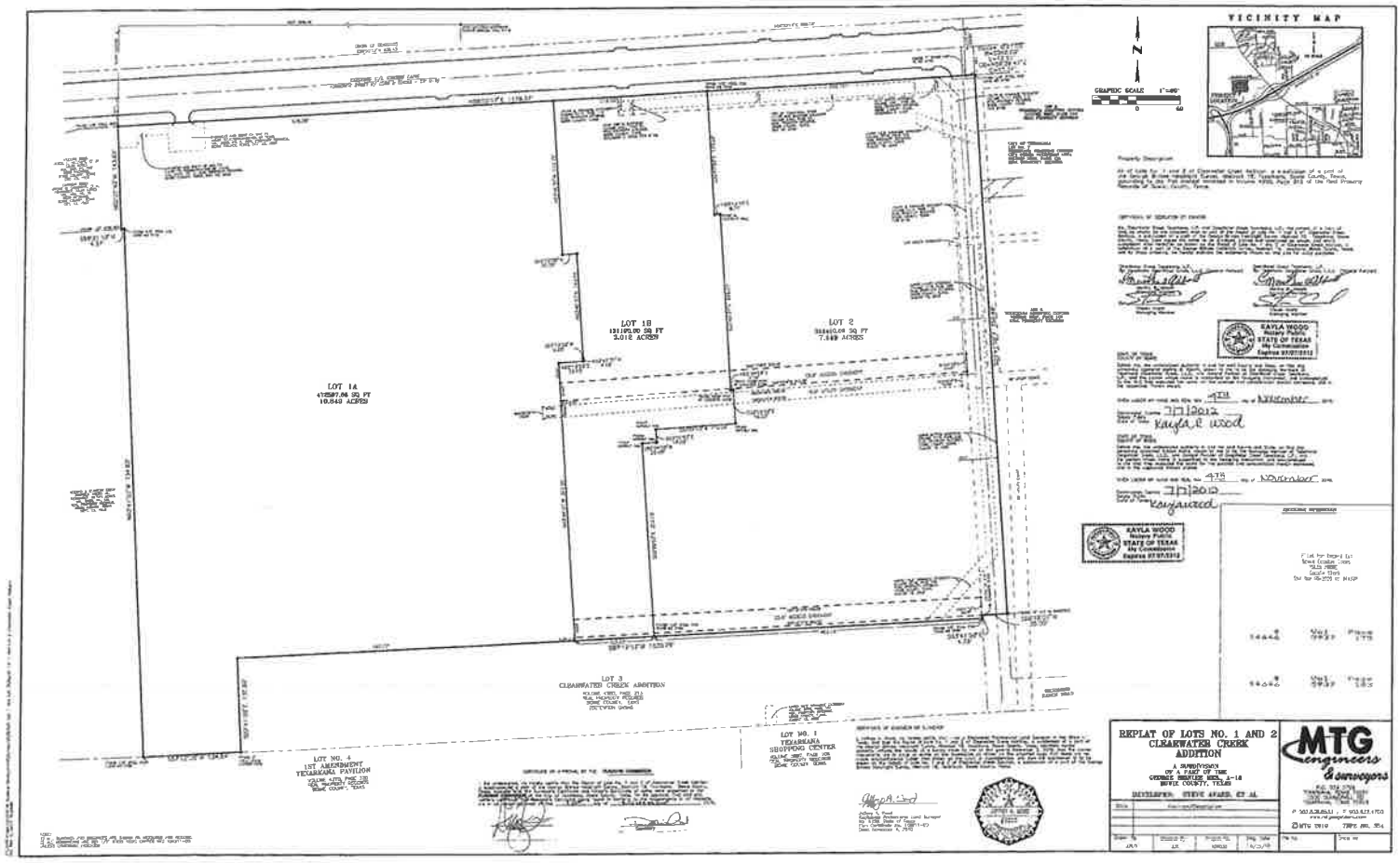
I have reviewed the site plan and the parking requirements are met. I do want to mention that two loading areas are required per zoning ordinance (it states that two are required in the table on the plans), but I only see one shown on the plans. If you have any other questions or comments then please let me know.

Thanks
Dusty Henslee, P.E., CFM, CSI
Stormwater Engineer
Engineering and Infrastructure
City of Texarkana, Texas
Office: (903)-798-3948
Cell: (903)-908-1808
Fax: (903)-792-6419
Email: dustin.henslee@txkusa.org

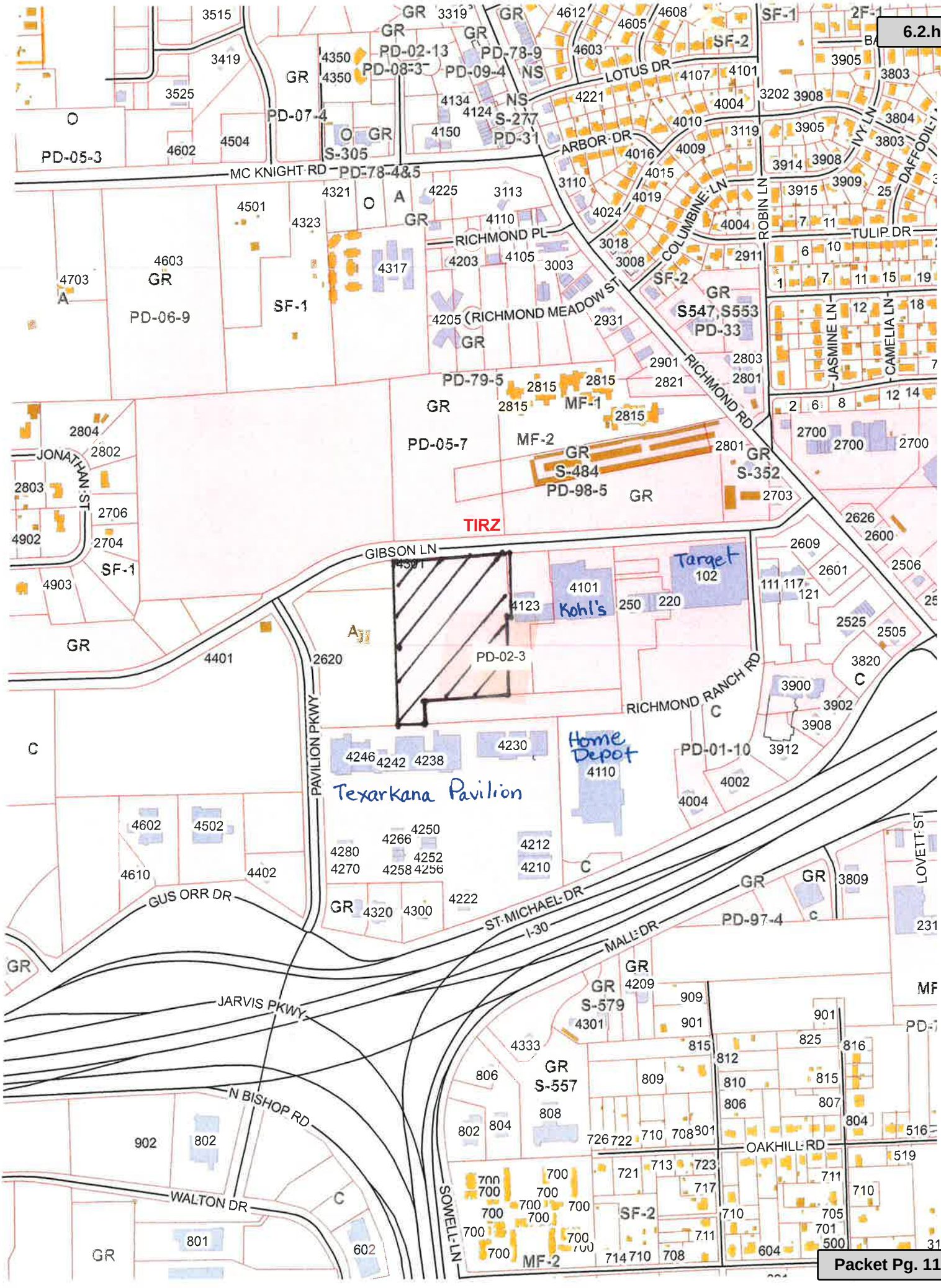
Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

-----Original Message-----
From: Kayla Wood [mailto:kwood@mtgengineers.com]
Sent: Wednesday, August 27, 2014 1:42 PM
To: TEX-Jaster, Shirley; TEX-Henslee, Dustin; TTFD-Steele, Kenneth
Cc: TEX-Burk, Debbie; 'Steve Avard'
Subject: RE: Emailing: site plan approval for Big Lots at 4223 Gibson Lane

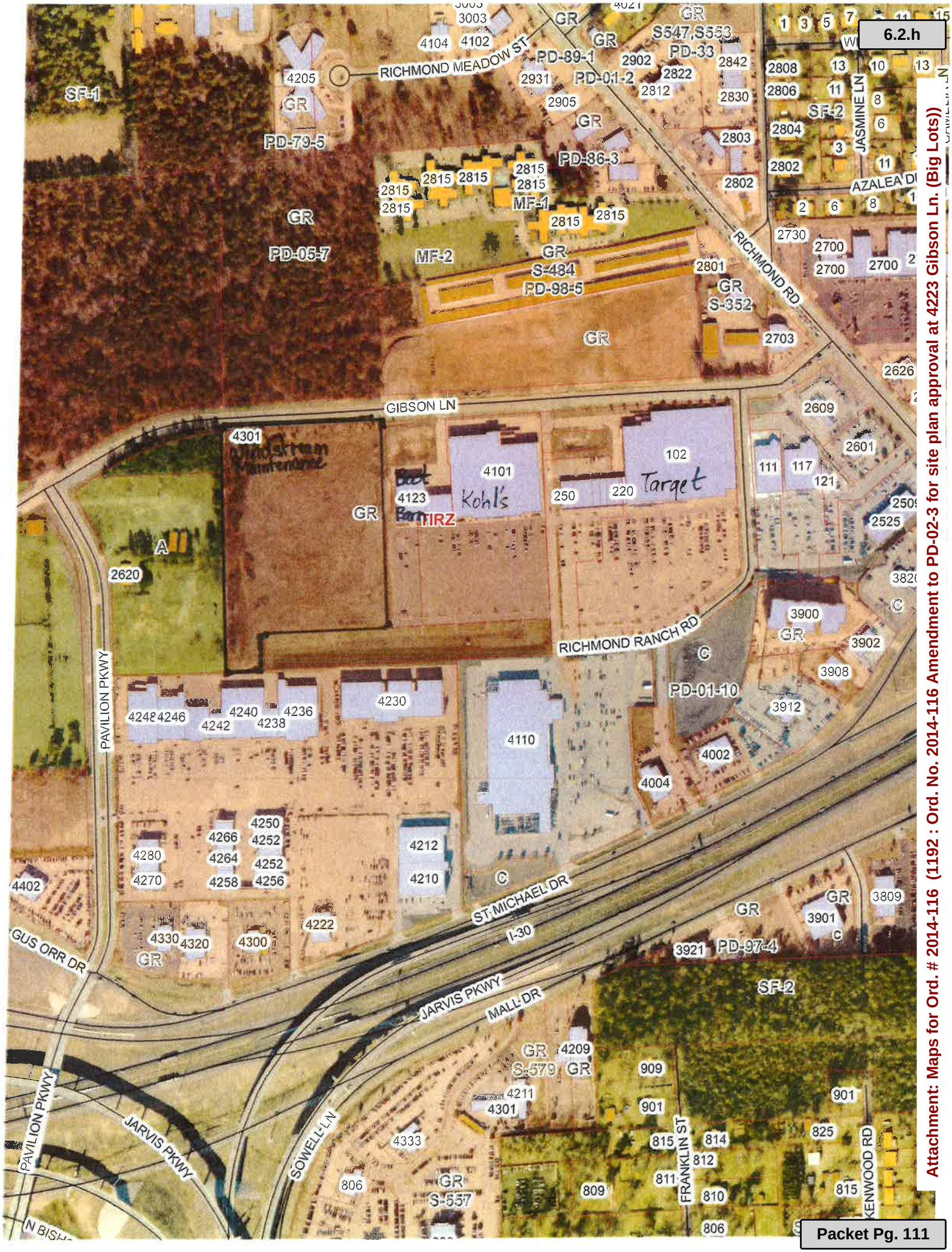
Attachment: Memos from departments and utilities (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln.



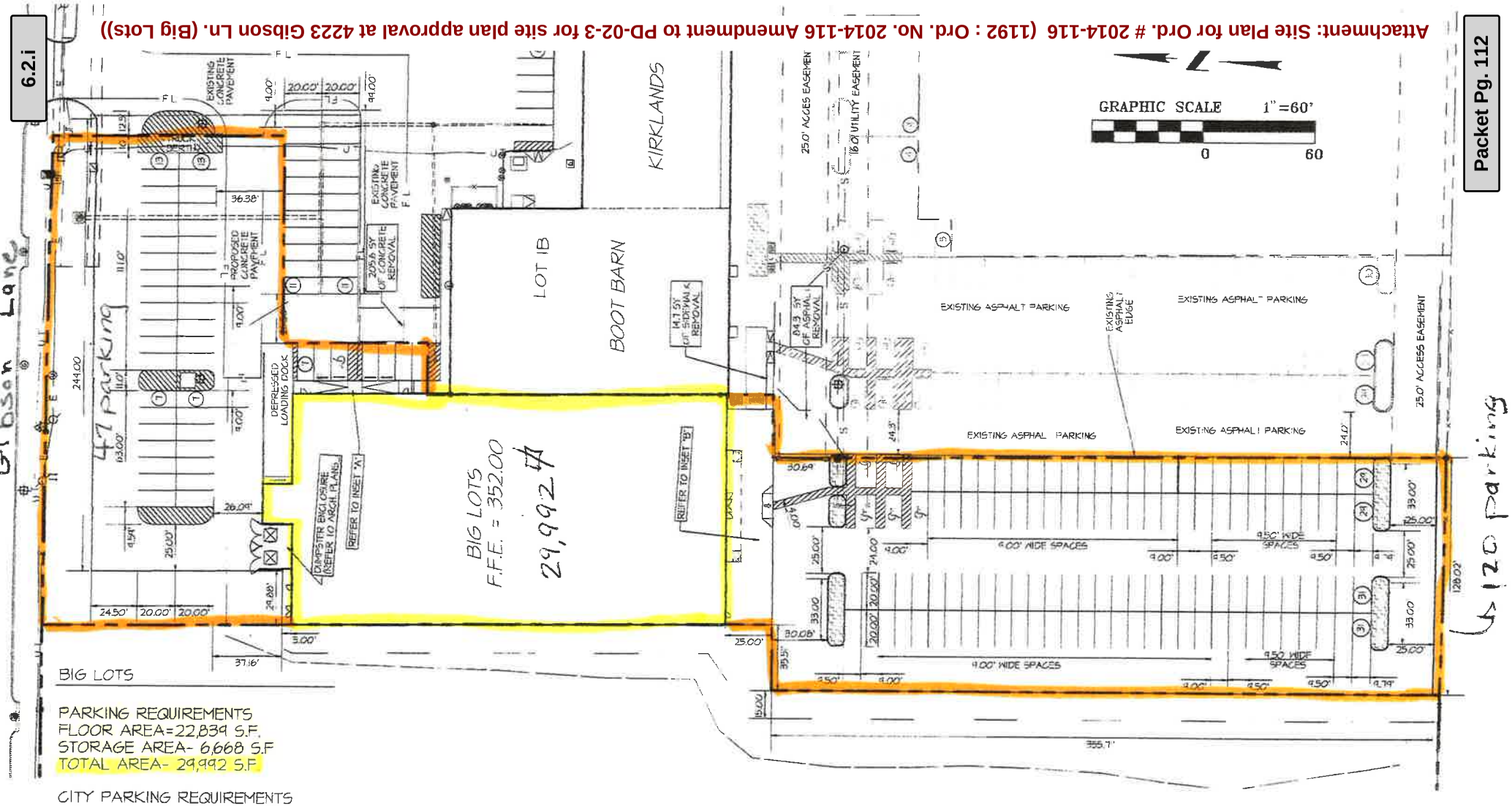
Attachment: Plat (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))



Attachment: Maps for Ord. # 2014-116 (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))



Attachment: Maps for Ord. # 2014-116 (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))



BIG LOTS

PARKING REQUIREMENTS
FLOOR AREA=22,839 S.F.
STORAGE AREA- 6,668 S.F
TOTAL AREA- 29,992 S.F.

CITY PARKING REQUIREMENTS
1/200- 114.2 SPACES
1/1000-6.67 SPACES
122 PARKING SPACES REQ'D
2 TRUCK BERTHS

BIG LOTS PARKING REQUIREMENTS
1/200- 150 SPACES

PARKING PROVIDED
120 IN FRONT
46 IN BACK
167 PARKING TOTAL

BOOT BARN/ KIRKLANDS

PARKING REQUIREMENTS
FLOOR AREA=23,000 S.F.

CITY PARKING REQUIREMENTS
1/200- 115 SPACES
PER CIVIL PLANS- 132 REQUIRED

PARKING PROVIDED
133 SPACES

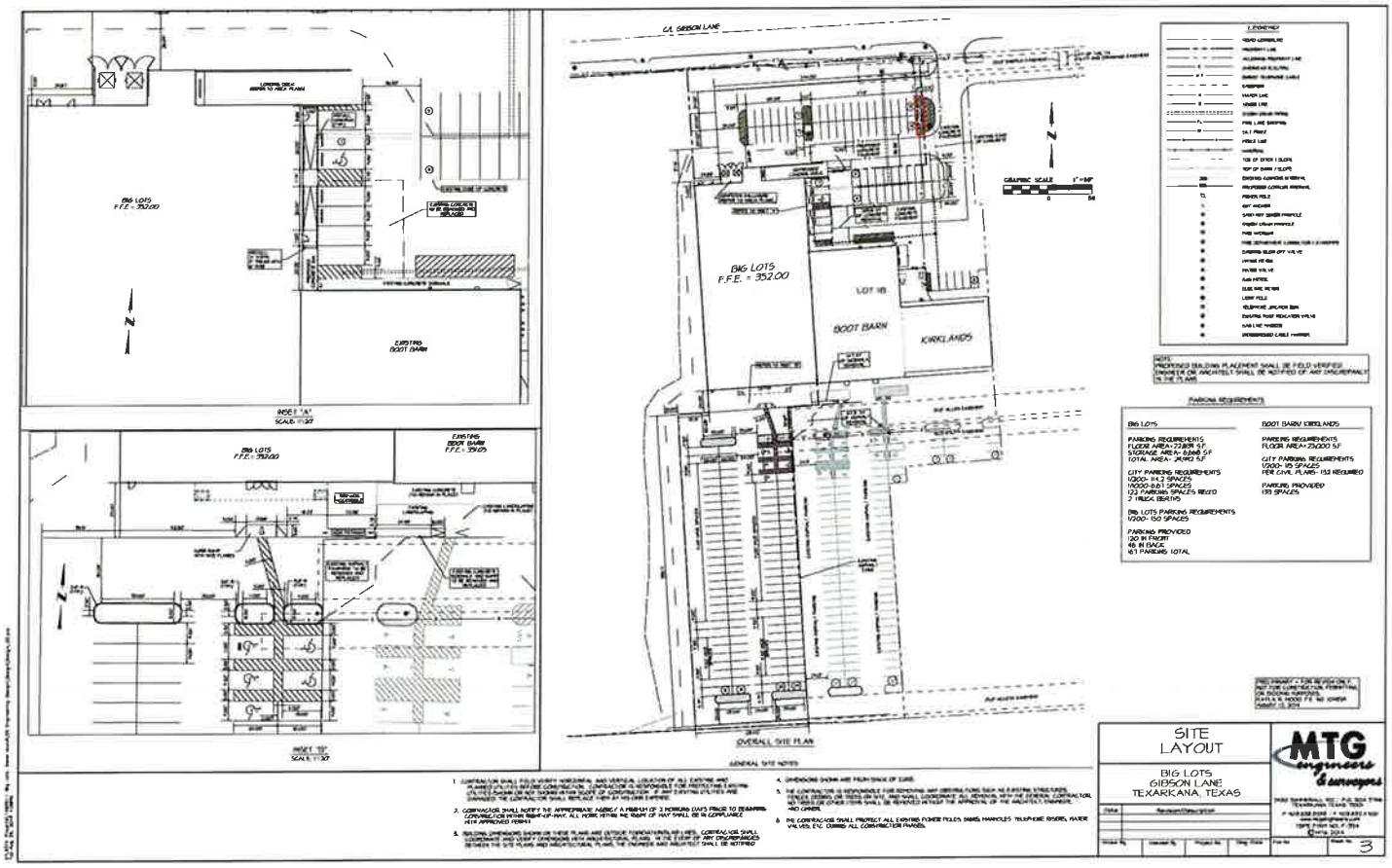
SITE LAYOUT

BIG LOTS
TEXARKANA, TX

Date	Revision/Description

Drawn By | Checked By | Project No. | Dwg. Date | File No

5930 SUM TID
P 903.
MTG



Attachment: Site Plan for Ord. # 2014-116 (1192 : Ord. No. 2014-116 Amendment to PD-02-3 for site plan approval at 4223 Gibson Ln. (Big Lots))

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 9/11/2014 1:48 PM

Lead Department: Police **Action Officer:** Kevin Schutte,

Subject: Ordinance No. 2014-117 authorizing the continuation of the Juvenile Curfew Ordinance, as originally adopted in Ordinance No. 261-93 and last continued in Ordinance No. 186-2011, for an additional period of three (3) years.

Briefing: 9/22/2014	**Public Hearing:** 10/13/2014	**Second Briefing:**	**Council Vote:** 10/27/2014

Item Schedule

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

Updates/History of Briefing:

Executive Summary and Background Information:

Texas Local Government Code Chapter 370.002 Review of Juvenile Curfew Order or Ordinance requires the city council every three (3) years after the adoption of a curfew ordinance to:

(1) Review the effect of the ordinance on the community and on problems the ordinance was intended to remedy;
(2) Conduct public hearings on the need to continue the ordinance; and
(3) Abolish, continue or modify the ordinance

In 1993 the City adopted a Curfew for Minors Ordinance, Chapter 15, Article VI, and this is the seventh tri-annual review of the ordinance.

The Texas Local Government Code 370-002 requires two public hearings to review this ordinance. The police department requests that these hearings be held October 13th, 2014 and October 27th, 2014. Review August 9th, 2011- August 8th, 2014, prepared by the Texarkana, Texas Police Department Crime Analysis Unit, documenting the activities of and enforcement of juveniles within the curfew periods.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

The Police Department recommends this three year approval of ordinance continuation.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

None

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. Goals and Perspectives (DOCX)
b. Juvenile Curfew Review 2014 (DOCX)
c. Ord. 2014-117 (DOC)

Staff Coordination

Police	Kevin Schutte	Department Head Review	Completed	09/11/2014 1:42 PM
Police	Dan Shiner	Review	Completed	09/11/2014 1:47 PM
Public Information Officer	Lisa Thompson	PIO Review	Completed	09/11/2014 1:50 PM
City Manager	John Whitson	City Manager Review	Completed	09/12/2014 9:19 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:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: Goals and Perspectives (1189 : Ord.No. 2014-117 Continuation of Juvenile Curfew Ordinance)

TEXARKANA, TEXAS POLICE DEPARTMENT
CRIME ANALYSIS UNIT

Juvenile Curfew Statistics
Three Year Review
August 9, 2011-August 8, 2014

The City of Texarkana, Texas has a curfew for minors within the city limits. The curfew hours are as follows:

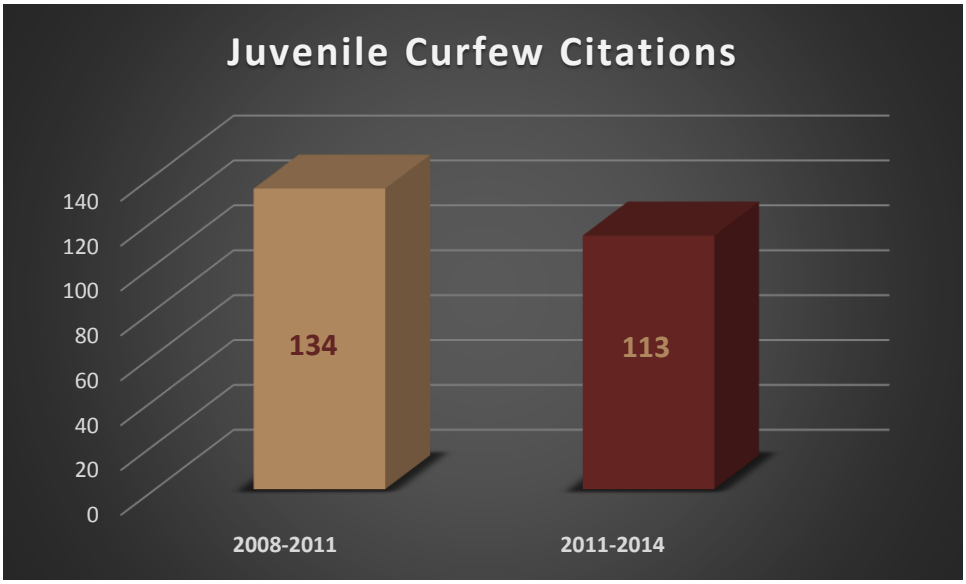
a. *11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday or Thursday until 6:00 a.m. the following day; and*

b. *12:01 a.m. until 6:00 a.m. on any Saturday or Sunday*

c. *9:00 a.m. until 2:30 p.m. on any Monday, Tuesday, Wednesday, Thursday or Friday.*

Every three years the juvenile crime statistics are reviewed with regard to this ordinance. The following information compares the number of citations issued for violation of the juvenile curfew during the three year period of August 9, 2011 to August 8, 2014 to the previous three year evaluation period from August 9, 2008 to August 8, 2011.

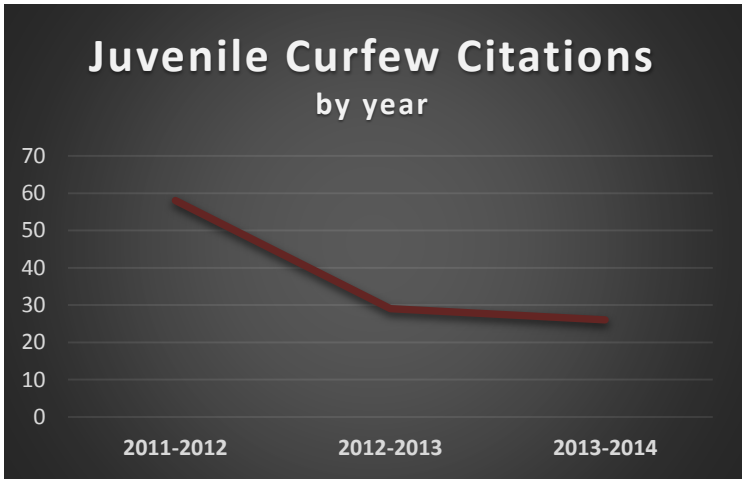
The charts immediately following show the number of citations issued for violation of the juvenile curfew during this three year evaluation period (August 2011 – August 2014) compared to the previous three years.



Three year Comparison

2011-2014 – 113 **2008-2011** - 134

Attachment: Juvenile Curfew Review 2014 (1189 : Ord.No. 2014-117 Continuation of Juvenile Curfew Ordinance)



Citations by Year

August 9, 2011-August 8, 2012	58
August 9, 2012-August 8, 2013	29
August 9, 2013-August 8, 2014	26

AVERAGE PER YEAR - 38

Listed below is the number of juvenile arrests made during the curfew hours of this three year evaluation period compared to the previous evaluation period.

TOTAL JUVENILE ARRESTS DURING CURFEW HOURS

2011-2014	2008-2011	Percent Change
22	75	-71%

ARRESTS FOR PART 1 CRIMES

Offense	2011-2014	2008-2011	Percent Change
Homicide	0	0	0%
Sexual Assault	0	0	0%
Robbery	1	3	-67%
Aggravated Assault	0	6	-100%
Burglary	4	10	-60%
Theft	1	6	-83%
Auto Theft	3	1	+200%

OTHER ARRESTS

Offense	2011-2014	2008-2011	Percent Change
Narcotics	3	7	-57%
Runaway	3	3	0%
Simple Assault	2	17	-88%
Other	9	22	-59%

Attachment: Juvenile Curfew Review 2014 (1189 : Ord.No. 2014-117 Continuation of Juvenile Curfew Ordinance)

ORDINANCE NO. 2014 - 117

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CONTINUATION OF THE JUVENILE CURFEW ORDINANCE, AS ORIGINALLY ADOPTED IN ORDINANCE NO. 261-93, FOR AN ADDITIONAL PERIOD OF THREE (3) YEARS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, by Ordinance No. 261-93, Chapter 15 of the Code of Ordinances of the City of Texarkana, Texas was amended by adding a new Article VI entitled "Curfew Hours For Minors" relating to the establishment of curfew hours for minors; and

WHEREAS, Texas Statute (Local Government Code Section 370.002) requires that the governing body of the home-rule municipality:

(a) Review the Ordinance's effects on the community and on the problems the Ordinance was intended to remedy;
(b) Conduct public hearings on the need to continue the Ordinance; and
(c) To abolish, continue or modify the Ordinance; and

WHEREAS, the City Council of the City of Texarkana, Texas, as governing body of a home-rule municipality, has again reviewed the Ordinance's effect on the community and on the problems the Ordinance was intended to remedy and found that the Ordinance has had a positive effect in that the number of crimes committed by juveniles has been reduced, that the number of crimes involving victimization of juveniles has been reduced and that citations for violations of the Ordinance have significantly decreased; and

WHEREAS, in compliance with the above-described Local Government Code a public hearing was held on Monday, October 13, 2014, on the need to continue the Ordinance;

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

SECTION 1: That authorization is hereby given for the Juvenile Curfew Ordinance, as originally approved in Ordinance No. 261-93, to continue for an additional period of three (3) additional years.

SECTION 2: 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 27th day of October, 2014.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: Ord. 2014-117 [Revision 1] (1189 : Ord.No. 2014-117 Continuation of Juvenile Curfew Ordinance)

Version: B

Briefing Sheet

Update Date: 8/18/2014 8:37 AM

Lead Department: Assistant City Manager **Action Officer:** Debbie Burk,

Subject: Ordinance No. 2014-102 rezoning a 2.904 acre tract of land in the Willis Oldham HRS, A-458, located at 5307 and 5309 North State Line Avenue. Planned Development-General Retail and General Retail to Commercial. David Peavy, owner.

Briefing: 9/22/2014	**Public Hearing:** 9/8/2014	**Second Briefing:** September 22, 2014	**Council Vote:** 10/13/2014	

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Z-14-8: This is a request by David Peavy, owner, to rezone a 2.904 acre tract of land in the Willis Oldham HRS, A-458, located at 5307 and 5309 North State Line Avenue from Planned Development-General Retail and General Retail to Commercial. The front portion of this property adjacent to State Line Avenue is zoned General Retail and a barbeque business (Namans) currently operates on the property. The rear part of the property is zoned Planned Development-General Retail and a single family residence is currently located on this portion.

Mr. Peavy has stated that the proposed use of the property is an open-air market or other type of commercial use. A pavilion or additional structures to allow the market area may be constructed at the site. It should be noted that any type of outside storage requires Commercial zoning.

The adjacent zoning is Commercial to the north and south and Industrial-1 to the west. Texarkana, Arkansas is located to the east. The adjacent land use is motels and a restaurant to the north, a hotel to the south and the Northgate manufactured home park to the west.

The Comprehensive Plan has designated this as a Mixed Use Development area.

The applicant should be aware that commercial code upgrades would be required if the residence is to be used for business purposes.

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

Potential Options:

Approve the request for rezoning. Deny the request for rezoning.

Fiscal Implications:

None

Staff Recommendation:

Most of the businesses in this area and along State Line Avenue are zoned Commercial. This use is consistent with others in the area and the Comprehensive Plan. Staff recommends for approval of the request.

Advisory Board/Committee Review:
Planning and Zoning Commission at their August 4, 2014 meeting.

Board/Committee Recommendation:
The Planning and Zoning Commission unanimously recommended for approval of this request.

Advisory Board/Committee Meeting Date and Minutes:

August 4, 2014

Attachments

a. Goals and Perspectives (DOCX)
b. Ord. #2014-102 (DOCX)
c. Exhibit "A" to attach to Ord. 2014-102 (PDF)
d. Maps for Ord. 2014-102 (PDF)

Staff Coordination

Assistant City Manager		Shirley Jaster	Department Head Review	Completed 08/11/2014 3:28 PM
Public Information Officer		Lisa Thompson	PIO Review	Completed 08/12/2014 8:59 AM
City Manager	John Whitson	City Manager Review	Completed	08/18/2014 8:37 AM
City Council	Jennifer Evans	Meeting	Completed	09/09/2014 11:46 AM

Meeting History

08/25/14	City Council	MOVED FORWARD	Next: 09/08/14
09/08/14	City Council	MOVED FORWARD	Next: 09/22/14

David Peavy spoke at this public hearing.

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:

Attachment: Goals and Perspectives (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)

Z-14-8

ORDINANCE NO. 2014-102

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING A 2.904 ACRE TRACT OF LAND IN THE WILLIS OLDHAM HRS, A-458, (EXHIBIT "A"), LOCATED AT 5307 AND 5309 NORTH STATE LINE AVENUE IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS FROM PLANNED DEVELOPMENT-GENERAL RETAIL (PD-98-7) AND GENERAL RETAIL TO COMMERCIAL; 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 a 2.904 acre tract of land located in the Willis Oldham HRS, A-458, (Exhibit "A"), located at 5307 and 5309 North State Line Avenue in the City of Texarkana, Bowie County, Texas, from **Planned Development-General Retail and General Retail to Commercial;** 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 the application for rezoning** from **Planned Development-General Retail and General Retail to Commercial** 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 **Planned Development-General Retail and General Retail to Commercial** 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 a

Attachment: Ord. #2014-102 [Revision 2] (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)

2.904 acre tract of land located in the Willis Oldham HRS, A-458, (Exhibit "A"), located at 5307 and 5309 North State Line Avenue in the City of Texarkana, Bowie County, Texas, from **Planned Development-General Retail and General Retail to Commercial.**

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 13th day of October, 2014.

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: Ord. #2014-102 [Revision 2] (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)

EXHIBIT "A"

THIS IS TO CERTIFY: That this plat correctly reflects the results of a survey made by us on the ground covering all that certain tract or parcel of land situated in the Willis Oldham Headright Survey A-458, Bowie County, Texas, being a portion of a certain called 3.4 acre tract of land conveyed to Carlton J. Fountain, et ux, by deed dated February 6, 1956, of record in Volume 333, page 440, Deed Records Bowie County, Texas, being more particularly described by metes and bounds as follows:

Tract No. 1

BEGINNING at a 1/2 inch iron pin set for corner on the North line of said 3.4 acre tract, N 90° 00' 00" E, (East) 280.45 feet from the Northwest corner of said 3.4 acre tract;
THENCE: N 90° 00' 00 E, (East) with the North line of said 3.4 acre tract, 326.94 feet to an iron pin found for corner on the West right-of-way line of U.S. Highways No. 59 and 71 (Stateline);
THENCE: S 00° 09' 29" W, with said right-of-way line, 119.11 feet to a right-of-way marker found at an angle point;
THENCE: S 50° 19' 02" W, continuing with said right-of-way line, 154.88 feet to a 1/2 inch iron pin set for corner on the South line of said 3.4 acre tract;
THENCE: N 90° 00' 00" W, (West) with the South line of said 3.4 acre tract, 207.42 feet to 1/2 inch iron pin set for corner;
THENCE: N 00° 00' 00" W, (North) 218.00 feet to the PLACE OF BEGINNING and containing 1.50 acres of land, more or less.

Tract No. 2

BEGINNING at a 1/2 inch iron pin set for corner at the Northwest corner of said 3.4 acre tract;
THENCE: N 90° 00' 00" E, (East) with the North line of said 3.4 acre tract, 280.45 feet to a 1/2 inch iron pin set for corner;
THENCE. S 00° 00' 00" E, (South) 218.00 feet to a 1/2 inch iron pin set for corner on the South line of said 3.4 acre tract;
THENCE: S 90° 00' 00" W, (West) with the South line of said 3.4 acre tract, 280.80 feet to an iron pin found for corner in a fence line, said point being the Southwest corner of said 3.4 acre tract;
THENCE: N 00° 05' 34" E, with the West line of said 3.4 acre tract, same being along a fence line, 218.00 feet to the PLACE OF BEGINNING and containing 1.404 acres of land, more or less.

The fences along the North and South lines of subject tracts are not on the property line as shown.

All dimensions are correct as shown.

Scale: 1" = 40'
October 20, 1998
982090

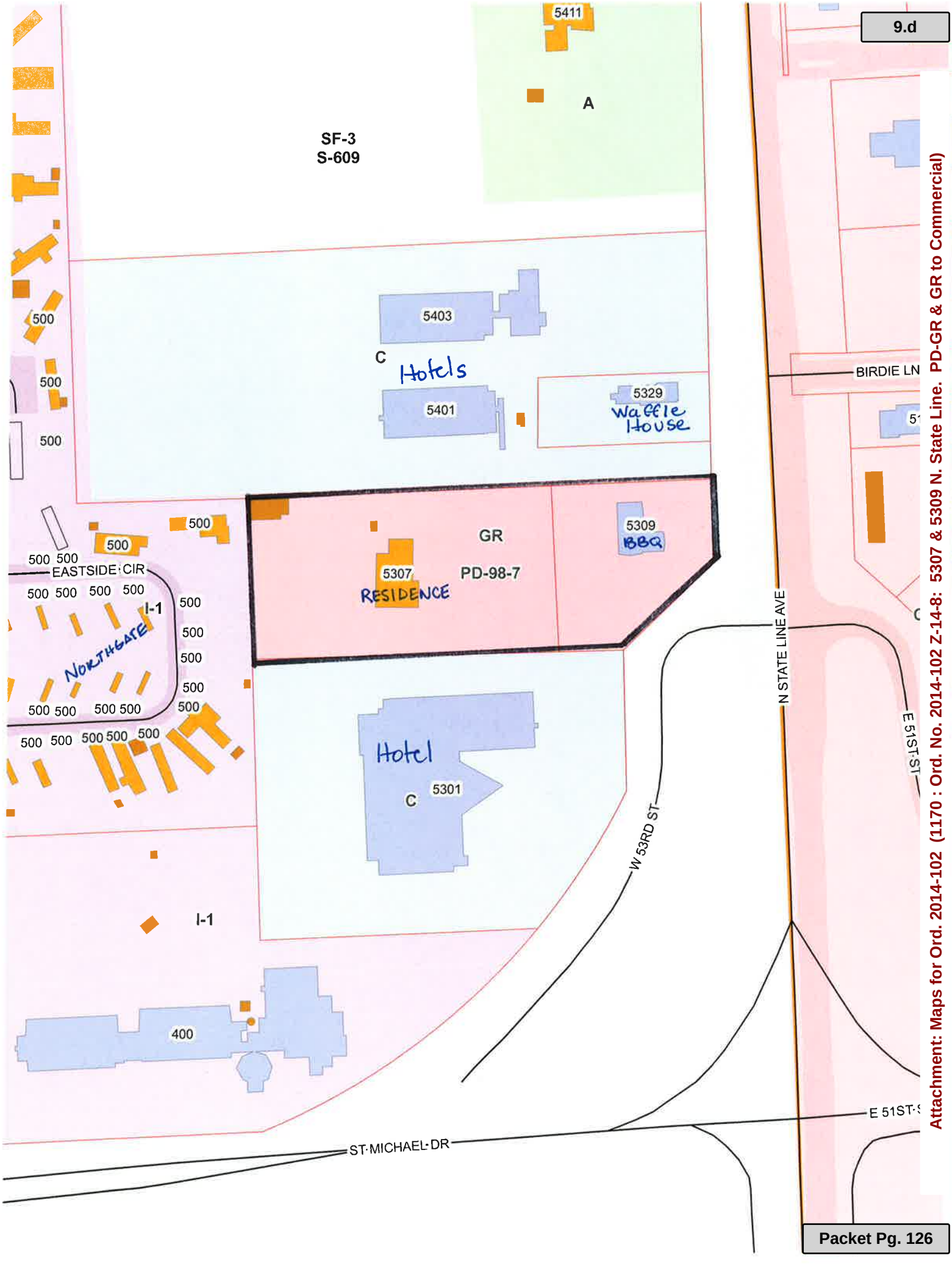
MHA TECHNICAL GROUP - TEXARKANA
MURRAY, THOMAS & GRIFFIN, INC.
P.O. Box 3786
Texarkana, Texas 75501

Jerry H. Griffin

Jerry H. Griffin, R.P.L.S.
Texas Reg. No. 1715

STATE OF TEXAS

Attachment: Exhibit ?A? to attach to Ord. 2014-102 (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)



Attachment: Maps for Ord. 2014-102 (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)

Attachment: Maps for Ord. 2014-102 (1170 : Ord. No. 2014-102 Z-14-8: 5307 & 5309 N. State Line. PD-GR & GR to Commercial)