



CITY OF TEXARKANA
CITY COUNCIL
MINUTES • SEPTEMBER 25, 2017

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Present	
Betty Williams	Ward 3	Present	
Christie Alcorn	Ward 4	Present	
Christy P. Paddock	Ward 5	Absent	
Josh Davis	Ward 6	Present	

Staff Present: Interim City Manager Shirley Jaster, Jennifer Evans, Kyle Dooley, Kristin Peebles, Karey Parker, Eric Schlotter, David Orr, Mashell Daniel, Kevin Davenport, Dusty Henslee, Robby Robertson, Rea Donna Jones, Jennifer Strayhorn, Lisa Thompson, Sherry Jackson Hawkins, Roger Hand, John Taylor, Clint Lachowsky, Michael Henry, Jim Powell, Danny Douglas, Parker Showalter, and Jerry Sparks.

Budget Advisory Committee Members: Van Alexander and Kelly Mitchell.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE BY COUNCIL MEMBER JOSH DAVIS

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings:

Monday, October 9, 2017 at 6:00 p.m.
Monday, October 23, 2017 at 6:00 p.m.

National Night Out:

Tuesday, October 3, 2017 from 6:00 p.m. to 10:00 p.m. - The 34th Annual National Night Out. Registration for neighborhood events can be made online at www.texarkanapolice.net or by calling the Police Department at 903.798.3116.

Council Member Williams invited residents in the Highland Park area to enjoy National Night Out beginning at 6:00 p.m. at the Collins Building located at Ferguson Park.

Governor's Small Business Forum Meeting:

Thursday, October 26, 2017 from 8:00 a.m. to 1:00 p.m. - Texarkana Convention Center.

Fall Farmers Market Schedule:

Fall Market will be held on Saturdays from September 23rd until November 25th (with the exception of Saturday, November 18th).

Saturday, October 28th - Fall Fest begins at 5:00 p.m. at Spring Lake Park.

Parks & Recreation Events:

September 30 th	Alzheimer's Alliance Walk	Spring Lake Park
October 5 th	Movies in the Park Begin	Spring Lake Park
October 7 th	United Way Battle of the Border	Spring Lake Park
October 7 th	Cast for Kids Fishing Tournament	Bringle Lake

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

September 25th - 30th has been designated as National Adult Education and Family Literacy Week. Adult Education serves adults, 16 years of age and older, who are no longer enrolled in school and who are functioning below the 12th grade level. Under the direction of Richard Seymour, the Literacy Council of Bowie and Miller counties do an exceptional job of assisting citizens in the community to achieve goals that will benefit their families and future. Literacy Council services include teaching foundation skills in reading, math, and English.

The annual "Dine on the Line" event will be held on October 7th in downtown Texarkana.

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

Meeting Presentations

Mayor Bruggeman read and presented the Diaper Need Awareness proclamation to Lisa Sewell, Executive Director, of the ArkLaTex Blessing Center. Ms. Sewell thanked the Mayor for the proclamation, shared past accomplishments of the organization, and encouraged citizens to visit the center's website at www.altbc.org to obtain more information on how to support diaper banks in the community.

Uri Geva, founder of Texarkana Twins Baseball, provided a re-cap of 2017's first baseball season held at the George Dobson field in Spring Lake Park. Texarkana Twins

Baseball is an experience in minor league baseball utilizing college athletes. Plans are underway for more league expansion and family-friendly entertainment in the upcoming 2018 season.

Jennifer McNabb and Darlene Crane, employees of Julie's Deli, received a Citizens Life Saving Award, and three fire fighters, Clint Lachowsky, Roger Hand, and John Taylor, received a Departmental Life Saving Award, for the immediate assistance to a fellow deli employee, Danny McNabb. Mr. McNabb went into sudden cardiac arrest. The two co-workers rendered him aid until fire personnel arrived on the scene. Mr. McNabb received vital early CPR and defibrillation. The combined effort of all five people contributed to the survival and successful recovery of Mr. McNabb.

Appointments to Boards & Commissions

Council Member Williams recommended the reappointments of JoAnn Duman and Travistene Nash Turner to the Historic Landmark Preservation Committee.

Mayor Bruggeman recommended the appointment of John Mueller to the Library Commission.

Motion to make appointments/reappointments to boards and commissions.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Josh Davis, Ward 6
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Ray, Williams, Alcorn, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman

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".

Allen Brown, chairperson of Agent Barry Live United Bowl, provided information on the upcoming 5th season of the Live United Bowl game. Mr. Brown thanked council for past financial support and again asked for financial support in hosting the 2017 team banquet. The requested amount was \$20,000.

This year's game day is scheduled for Saturday, December 2nd. Additional details about the Live United Bowl will be released at a press conference scheduled for Wednesday, September 27th at 10:30 a.m. at the Arkansas High Red Wall.

Mr. Brown was accompanied by his wife, Shelby Brown, and Jerry and Vicki Huckabee, committee members of Live United Bowl.

V. ITEMS FOR CONSIDERATION

Consent Items

(6:38 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Willie Ray, Ward 2
SECONDER:	Josh Davis, Ward 6
AYES:	Matlock, Ray, Williams, Alcorn, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman

1. Consider approval of the minutes of the Regular Meeting of the City Council held on September 11, 2017 at 6:00 PM.
2. Resolution No. 2017-104 reauthorizing a citizens budget advisory committee to advise the City Council on city budget planning.

Public Hearing:

Second Briefing:

Council Vote: September 25, 2017

3. Resolution No. 2017-105 confirming the reappointment of Mr. Bob Hay to the City of Texarkana Civil Service Commission.

Public Hearing:

Second Briefing:

Council Vote: September 25, 2017

Mayor Bruggeman thanked Bob Hay for his service on the Civil Service Commission.

4. Ordinance No. 2017-106 amending the Fund 220 Metropolitan Planning Organization budget for additional funding approved by the Texas Department of Transportation (TxDOT).

Public Hearing:

Second Briefing:

Council Vote: September 25, 2017

5. Resolution No. 2017-107 approving the application for the Edward Byrne Justice Assistance Grant providing a total grant in the amount of \$24,080, where the City of Texarkana, Texas, will receive \$14,448 and Bowie County, Texas, will receive \$9,632.

Public Hearing: September 25, 2017
Second Briefing:
Council Vote: September 25, 2017

Action Items

6. Resolution No. 2017-095 casting all Council votes for one nominee for Director on the Board of Directors of the Bowie Central Appraisal District.

Public Hearing:
Second Briefing:
Council Vote: September 25, 2017

Council consensus was to reappoint Council Member Josh Davis to the Bowie Central Appraisal District Board. Council Member Davis thanked the council for its appointment and the opportunity to continue serving in this position.

(6:39 p.m.)

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Willie Ray, Ward 2
AYES:	Matlock, Ray, Williams, Alcorn, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman

7. Resolution No. 2017-103 amending the General Fund Balance Policy.

Public Hearing: September 25, 2017
Second Briefing:
Council Vote: September 25, 2017

(6:42 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Williams, Ward 3
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Ray, Williams, Alcorn, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman

VI. FIRST BRIEFINGS

1. Ordinance No. 2017-099 rezoning an approximate 2 acre tract of land in the R.E. Sevey HRS, A-523, located at 2407 Liberty Lane. Single Family-1 to Single Family-3. Military Warriors Support Foundation, owner. Mary Bowman (under contract to purchase), agent.

Public Hearing: October 9, 2017
Second Briefing: October 23, 2017
Council Vote: November 13, 2017

David Orr briefed this item.

RESULT:	MOVED FORWARD	Next: 10/9/2017 6:00 PM
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2. Ordinance No. 2017-100 granting a Specific Use Permit to allow a double wide HUD code manufactured home on an approximate 2-acre tract of land in the R.E. Sevey HRS, A-523, located at 2407 Liberty Lane. Military Warriors Support Foundation, owner. Mary Bowman (under contract to purchase), agent.

Public Hearing: October 9, 2017
Second Briefing: October 23, 2017
Council Vote: November 13, 2017

David Orr briefed this item.

RESULT:	MOVED FORWARD	Next: 10/9/2017 6:00 PM
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3. Resolution No. 2017-102 authorizing the City Manager to execute a lease purchase agreement with Dell Financial Services LLC for replacement computers and equipment for City of Texarkana, TX departments.

Public Hearing: October 9, 2017
Second Briefing: October 23, 2017
Council Vote: November 13, 2017

Kevin Davenport briefed this item.

RESULT:	MOVED FORWARD	Next: 10/9/2017 6:00 PM
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VII. PUBLIC HEARINGS - NONE

VIII. SECOND BRIEFING WITH UPDATES - NONE

IX. SECOND BRIEFING WITHOUT UPDATES - NONE

X. ITEMS FOR DISCUSSION

Staff Updates

There were no staff updates.

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council had no administrative comments for staff.

2. City Staff

Staff had no administrative comments for council.

XII. CLOSED SESSION

The City Council convened into closed session pursuant to Texas Government Code Section 551.087 - Deliberation Regarding Economic Development Negotiations and Section 551.071 - Consultation with Attorney.

The City Council also convened into closed session pursuant to Texas Government Code Section 551.074 (Personnel Matters) to discuss or deliberate the Interim City Manager's duties, responsibilities, and evaluation.

XIII. RECONVENED INTO OPEN SESSION**XIV. ADJOURNMENT**

A motion was made to adjourn the meeting.
(8:26 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Willie Ray, Ward 2
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Ray, Williams, Alcorn, Davis
ABSENT:	Paddock
EXCUSED:	Bruggeman



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor



CITY OF TEXARKANA
CITY COUNCIL
MINUTES • SEPTEMBER 11, 2017

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Willie Ray	Ward 2	Absent	
Betty Williams	Ward 3	Present	
Christie Alcorn	Ward 4	Present	
Christy P. Paddock	Ward 5	Present	
Josh Davis	Ward 6	Present	

Staff Present: Interim City Manager Shirley Jaster, Jennifer Evans, Kyle Dooley, Kristin Peebles, Jeff Estes, J.D. Phillips, Eric Schlotter, Rea Donna Jones, Jim Powell, Mashell Daniel, and Jerry Sparks.

Budget Advisory Committee Members: Van Alexander, Kristi Kendrick, Steve Mayo, and Kelly Mitchell.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE BY COUNCIL MEMBER JEAN MATLOCK

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings:

Monday, September 25, 2017 at 6:00 p.m.

Monday, October 9, 2017 at 6:00 p.m.

Monday, October 23, 2017 at 6:00 p.m.

Governor's Small Business Forum Meeting:

Thursday, October 26, 2017 from 8:00 a.m. to 1:00 p.m. - Texarkana Convention Center

Parks & Recreation Events:

Minutes Acceptance: Minutes of Sep 11, 2017 6:00 PM (Consent Items)

September 16 th	Softball Tournament	Karrh Park
September 22 nd -24 th	Fall Softball Showcase	Karrh & Wallace Parks
September 30 th	Alzheimer's Alliance Walk	Spring Lake Park

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

Mayor Bruggeman reminded everyone that September 11, 2017 is Patriot's Day in honor and recognition of those who served and losted during the tragedy of 9/11 in 2001.

The Mayor welcomed Texas High School students from Mr. Littman's government class to the meeting. The Mayor also welcomed Atlanta, Texas Mayor Travis Ransom and his daughter Lucy to the meeting.

The Four States Fair is underway and citizens were encouraged to come out and enjoy fair activities.

Appointments to Boards & Commissions

There no appointments made to any board or commission.

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

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

Rosemary Robertson addressed council concerning the condition of a home and property in the 1900 block of Wood Street.

Jeff Roberts addressed council concerning the condition of a home and property in the 1900 block of Wood Street.

Dean Martin addressed council concerning weeds, trash, and loose dogs in the 2500 block of McIntyre Street.

Erin McDonald addressed council about current road construction in the Forest Lake Estates area.

V. ITEMS FOR CONSIDERATION

Consent Items

(6:22 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Williams, Alcorn, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

1. Consider approval of the minutes of the Regular Meeting of the City Council held on August 28, 2017 at 6:00 PM.
2. Consider approval of the minutes of the Special Meeting of the City Council held on September 5, 2017 at 6:00 PM.
3. Ordinance No. 2017-101 approving the cancellation of the November 7, 2017 general election for a Council Member for Ward Two (2), a Council Member for Ward Three (3), and a Council Member for Ward Five (5) as all candidates are unopposed.

Public Hearing:
 Second Briefing:
 Council Vote: September 11, 2017

Action Items

4. Resolution No. 2017-080 adopting collective bargaining for fire fighters.

Public Hearing: August 14, 2017
 Second Briefing: August 28, 2017
 Council Vote: September 11, 2017

(6:24 p.m.)

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

5. Ordinance No. 2017-081 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2017 and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2017 and ending September 30, 2018.

Public Hearing: August 14, 2017
 Second Briefing: August 28, 2017
 Council Vote: September 11, 2017

Ms. Jaster outlined the following changes amending the initially proposed budget ordinance: the amended budget - 1) does not change the tax rate from 0.70, 2) does not implement an environmental fund, 3) but does reinstates and fully funds the 11 frozen staff positions.

The amended budget does transfer \$6 million from the Texas water funds to the city general fund with the following specified stipulations: funds will not be taken from daily operations or affect any change in employees, will not be taken from any Arkansas water funds, will not be taken from any member cities funds, and will not be taken from any Corp of Engineer or ultimate rule curve funds.

The Mayor asked the City Secretary for a roll call vote.
 (6:39 p.m.)

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Christy P. Paddock, Ward 5
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Williams, Alcorn, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

6. Ordinance No. 2017-084 fixing the tax rate and levy in and for the City of Texarkana, Texas, for the fiscal year ending September 30, 2018 upon all taxable property in the City of Texarkana, Texas.

Public Hearing: August 28, 2017
 Second Briefing:
 Council Vote: September 11, 2017

A motion was made "that the property tax rate be increased by the adoption of a tax rate of 0.7000, which is effectively a 0.77% increase in the tax rate".

The Mayor asked the City Secretary for a roll call vote.
 (6:44 p.m.)

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Christy P. Paddock, Ward 5
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Williams, Alcorn, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

7. Resolution No. 2017-085 ratifying the recently adopted budget that contains a property tax rate that raises more total property taxes than the previous year.

Public Hearing: August 28, 2017
 Second Briefing:
 Council Vote: September 11, 2017

The Mayor asked the City Secretary for a roll call vote.
 (6:46 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Williams, Ward 3
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Williams, Alcorn, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman

VI. FIRST BRIEFINGS - NONE

VII. PUBLIC HEARINGS - NONE

VIII. SECOND BRIEFING WITH UPDATES - NONE

IX. SECOND BRIEFING WITHOUT UPDATES - NONE

X. ITEMS FOR DISCUSSION

Staff Updates

Ms. Jaster said now that the 2017-18 fiscal year budget has passed, the meeting agenda should resume to normal and more items will be brought before council for consideration.

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council Member Davis thanked the Budget Advisory Committee members and staff for all of the hard work done on the 2017-18 fiscal year city budget.

Council Member Williams also thanked the Budget Advisory Committee members for their hard work in making sound recommendations in such an abbreviated time frame for the upcoming fiscal year's budget.

2. City Staff

Staff had no administrative comments for council.

XII. ADJOURNMENT

1.

A motion was made to adjourn the meeting.
(6:50 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Williams, Alcorn, Paddock, Davis
ABSENT:	Ray
EXCUSED:	Bruggeman



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor

Minutes Acceptance: Minutes of Sep 11, 2017 6:00 PM (Consent Items)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 9/13/2017 10:07 AM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2017-104 reauthorizing a citizens budget advisory committee to advise the City Council on city budget planning.
Briefing: 9/25/2017 **Public Hearing:** **Second Briefing:** **Council Vote:** 9/25/2017

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

By Resolution No. 2017-093, the City Council assembled a citizens budget advisory committee composed of seven citizens to advise the City Council regarding the fiscal year 2017-18 city budget. This resolution will reauthorize this committee to assist the council with future budget and financial planning needs of the city strictly in an advisory capacity.

Potential Options:

- To reauthorize the committee to assist with future budget and financial planning needs of the city or not reauthorize the committee to assist with future budget and financial planning needs of the city.
-

Fiscal Implications:

None. Citizen participation is voluntary.

Staff Recommendation:

Staff recommends approval of this resolution.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2017-104 RES Reauthorizing Citizens Budget Advisory Committee (DOCX)

City of Texarkana, Texas

- b. 2017-104 Goals & Perspectives (DOCX)
- c. 2017-104 RES Reauthorizing BAC signed (PDF)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	
	09/13/2017 10:07 AM			
Deputy City Manager -	Kyle Dooley	Kyle Dooley	Deputy City Manager	
Review	Completed	09/13/2017 10:37 AM		
Public Information Officer		Lisa Thompson	PIO Review	Completed
	09/13/2017 10:50 AM			
City Manager	Shirley Jaster	City Manager Review	Completed	09/14/2017
10:55 AM				
City Council	Jennifer Evans	Meeting	Completed	09/25/2017
6:00 PM				

Meeting History

RESOLUTION NO. 2017 - 104

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, REAUTHORIZING A BUDGET ADVISORY COMMITTEE TO ADVISE THE CITY COUNCIL ON CITY BUDGET PLANNING; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 2017-093, the City Council assembled a budget advisory committee composed of seven citizens to advise the City Council regarding the fiscal year 2017-18 city budget; and

WHEREAS, pursuant to Section 3 of Resolution No. 2017-093, the budget advisory committee was dissolved upon the City Council's adoption of the fiscal year 2017-18 City budget, which occurred with the adoption of Ordinance No. 2017-081 on September 11, 2017; and

WHEREAS, the City Council desires to reauthorize a budget advisory committee to advise the City Council on budget planning.

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

SECTION 1: That the City Council reauthorizes a budget advisory committee and the appointment of the seven citizens to the committee assembled under the authority of Resolution No. 2017-093 to advise the City Council on City budget planning.

SECTION 2: That the budget advisory committee may make recommendations to the Council on budget planning but shall neither control nor supervise public business or policy.

SECTION 3: That the term of the committee shall end upon the approval by the City Council of the preliminary budget calendar for the next fiscal year, at which time the City Council may, in its discretion, reauthorize or reconstitute a new budget advisory committee.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of September, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2017 - 104

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, REAUTHORIZING A BUDGET ADVISORY COMMITTEE TO ADVISE THE CITY COUNCIL ON CITY BUDGET PLANNING; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 2017-093, the City Council assembled a budget advisory committee composed of seven citizens to advise the City Council regarding the fiscal year 2017-18 city budget; and

WHEREAS, pursuant to Section 3 of Resolution No. 2017-093, the budget advisory committee was dissolved upon the City Council's adoption of the fiscal year 2017-18 City budget, which occurred with the adoption of Ordinance No. 2017-081 on September 11, 2017; and

WHEREAS, the City Council desires to reauthorize a budget advisory committee to advise the City Council on budget planning.

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

SECTION 1: That the City Council reauthorizes a budget advisory committee and the appointment of the seven citizens to the committee assembled under the authority of Resolution No. 2017-093 to advise the City Council on City budget planning.

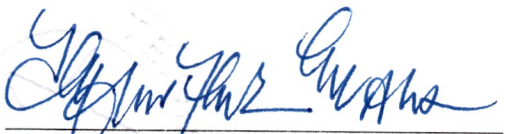
SECTION 2: That the budget advisory committee may make recommendations to the Council on budget planning but shall neither control nor supervise public business or policy.

SECTION 3: That the term of the committee shall end upon the approval by the City Council of the preliminary budget calendar for the next fiscal year, at which time the City Council may, in its discretion, reauthorize or reconstitute a new budget advisory committee.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of September, 2017.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:38 p.m.

Attachment: 2017-104 RES Reauthorizing BAC signed (1708 : 2017-104 RES Reauthorizing Citizens BAC)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 9/13/2017 11:18 AM

Lead Department: Human Resources **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2017-105 confirming the reappointment of Mr. Bob Hay to the
City of Texarkana Civil Service Commission.
Briefing: 9/25/2017 **Public Hearing:** **Second Briefing:** **Council Vote:** 9/25/2017

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Commissioner Bob Hay's current appointment to the Civil Service Commission expires on 30-SEP-17. Interim City Manager, Shirley Jaster, has reappointed Mr. Hay to serve a fifth 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 reappointment
- Reject reappointment

Fiscal Implications:

None

Staff Recommendation:

To confirm the reappointment of the Interim City Manager

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- 2017-105 RES confirming reappt. of Bob Hay to Civil Service Comm. (DOCX)
- 2017-105 Goals & Perspectives (DOCX)

City of Texarkana, Texas

c. 2017-105 RES Reappmt Bob Hay Civil Svc. Comm. signed(PDF)

Staff Coordination

Human Resources	Jim Powell	Department Head Review	Completed
	09/13/2017 2:59 PM		
Deputy City Manager - Review	Kyle Dooley	Kyle Dooley	Deputy City Manager
	Completed	09/13/2017 3:17 PM	
Public Information Officer		Lisa Thompson	PIO Review
	09/13/2017 3:28 PM		Completed
City Manager	Shirley Jaster	City Manager Review	Completed
10:56 AM			09/14/2017
City Council	Jennifer Evans	Meeting	Completed
6:00 PM			09/25/2017

Meeting History

RESOLUTION NO. 2017-105

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, CONFIRMING THE REAPPOINTMENT 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 fourth term expires on 30-SEP-17 (original appointment date 26-SEP-05); and

WHEREAS, Interim City Manager Shirley Jaster has reappointed Mr. Bob Hay to a three-year term; and

WHEREAS, Mr. Bob Hay's membership on the Commission for the period beginning on 01-OCT-17 and ending on 30-SEP-20 is hereby ratified as continuing without any break in service.

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

SECTION 1: That the City Council hereby confirms the Interim City Manager's reappointment of Mr. Bob Hay to the Civil Service Commission and thanks him for his dedication and continued service to the community.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of September, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2017-105 RES confirming reappt. of Bob Hay to Civil Service Comm. (1710 : 2017-105 RES Reappt. of Bob Hay to Civil Svc Comm)

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2017-105**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, CONFIRMING THE REAPPOINTMENT 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 fourth term expires on 30-SEP-17 (original appointment date 26-SEP-05); and

WHEREAS, Interim City Manager Shirley Jaster has reappointed Mr. Bob Hay to a three-year term; and

WHEREAS, Mr. Bob Hay's membership on the Commission for the period beginning on 01-OCT-17 and ending on 30-SEP-20 is hereby ratified as continuing without any break in service.

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

SECTION 1: That the City Council hereby confirms the Interim City Manager's reappointment of Mr. Bob Hay to the Civil Service Commission and thanks him for his dedication and continued service to the community.

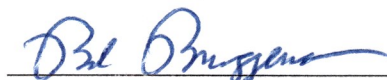
SECTION 2: That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **25th** day of September, 2017.

ATTEST:



JENNIFER EVANS, CITY SECRETARY



BOB BRUGGEMAN, MAYOR

Attachment: 2017-105 RES Reapptmt Bob Hay Civil Svc. Comm. signed (1710 : 2017-105 RES Reappt. of Bob Hay to Civil Svc Comm)

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 9/21/2017 1:27 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,
Ordinance No. 2017-106 amending the Fund 220 Metropolitan Planning
Subject: Organization budget for additional funding approved by the Texas Department
of Transportation (TxDOT).

Briefing: 9/25/2017 **Public Hearing:** **Second Briefing:** **Council Vote:** 9/25/2017

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

On September 5, 2017, the Texarkana Metropolitan Planning Organization was notified by the Texas Department of Transportation (TXDOT) that it was approved for \$95,000 in supplemental funding. The source of the supplemental funding is State Planning and Research (SPR) funds. The MPO is requesting an amendment to the Fiscal Year 2018 budget in order to use the approved funding.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None. Expenditures will be reimbursed from the supplemental planning and research funds provided by the Texas Department of Transportation (TXDOT).

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Texarkana Metropolitan Planning Organization Policy Board

Board/Committee Recommendation:

September 20, 2017

MPO Policy Board met and approved the funding.

Advisory Board/Committee Meeting Date and Minutes:

September 20, 2017 Board Meeting Minutes attached

Attachments

City of Texarkana, Texas

- a. 2017-106 ORD Amending MPO FY 18 Budget (DOC)
- b. 2017-106 ATTH 01 Notification Letter From TXDOT (PDF)
- c. 2017-106 ATTH 02 MPO Board Meeting Minutes 092017 (DOCX)
- d. 2017-106 Goals & Perspectives (DOCX)
- e. 2017-106 ORD Amending MPO Budget signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	
	09/19/2017 10:48 AM			
Finance Department	Jennifer Evans	Finance Review	Skipped	09/19/2017
	10:11 AM			
Deputy City Manager - Review	Kyle Dooley	Kyle Dooley	Deputy City Manager	
	Completed	09/19/2017 12:55 PM		
Public Information Officer		Vicky Coopwood	PIO Review	Skipped
	09/19/2017 9:58 AM			
City Manager	Shirley Jaster	City Manager Review	Completed	09/19/2017
	12:58 PM			
City Council	Jennifer Evans	Meeting	Completed	09/25/2017
	6:00 PM			

Meeting History

ORDINANCE NO. 2017-106

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING BUDGET EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2018 FOR THE METROPOLITAN PLANNING ORGANIZATION FUND TO APPROPRIATE ADDITIONAL FUNDING IN THE AMOUNT OF NINETY-FIVE THOUSAND DOLLARS (\$95,000) TO BE REIMBURSED FROM THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) SUPPLEMENTAL PLANNING & RESEARCH FUNDS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Metropolitan Planning Organization has received supplemental planning and research funds from the Texas Department of Transportation (TxDOT) in the amount of **NINETY-FIVE THOUSAND DOLLARS (\$95,000)**; and

WHEREAS, the budget for the fiscal year ending September 30, 2018 should be amended to reflect the supplemental planning and research funds and the additional funding from the Texas Department of Transportation (TxDOT).

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

SECTION 1: That the budget estimate of the expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2017 and ending September 30, 2018, be amended to reflect additional expenditures appropriated with the addition of **NINETY-FIVE THOUSAND DOLLARS (\$95,000)** of supplemental planning and research funds and additional funding from the Texas Department of Transportation (TxDOT).

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 **25th day of September, 2017.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2017-106 ORD Amending MPO FY 18 Budget (1709 : 2017-106 ORD amending MPO budget for FY 2018)



Texas Department of Transportation

125 EAST 11TH STREET | AUSTIN, TEXAS 78701-2483 | (512) 463-8588 | WWW.TXDOT.GOV

September 5, 2017

Ms. Rea Donna Jones
Study Director
Texarkana Metropolitan Planning Organization
220 Texas Boulevard
1st Floor
Texarkana, Texas 75501

Dear Ms. Jones:

The Texas Department of Transportation (TxDOT) – Transportation Planning and Programming Division (TPP) has approved your request for \$95,000 in supplemental funding for the Texarkana Metropolitan Planning Organization (MPO) for Fiscal Year (FY) 2018. The source of supplemental funding is State Planning and Research (SPR) funds.

The following steps must occur prior to the expenditure of Texarkana MPO's supplemental funds:

- Ensure Texarkana MPO's FY 2018 - 2019 Unified Planning Work Program (UPWP) incorporates the SPR funds and scope of work and is approved by the Federal Highway Administration (FHWA) and Federal Transit Administration
- Texarkana MPO must receive a notice to proceed from TxDOT-TPP

Please note that charges incurred prior to the issuance of a notice to proceed will not be reimbursable.

Should you have any questions or concerns, please contact Peggy Thurin at (512) 486-5024.

Sincerely,

Peter Smith, P.E.
Director, Transportation Planning & Programming Division

cc: Dennis Beckham, P.E., Texarkana District
Peggy Thurin, P.E., Transportation Planning and Programming Division

Attachment: 2017-106 ATTH 01 Notification Letter From TXDOT (1709 : 2017-106 ORD amending MPO budget for FY 2018)

OUR GOALS

MAINTAIN A SAFE SYSTEM ▪ ADDRESS CONGESTION ▪ CONNECT TEXAS COMMUNITIES ▪ BEST IN CLASS STATE AGENCY

An Equal Opportunity Employer

**TEXARKANA METROPOLITAN PLANNING ORGANIZATION
MINUTES OF THE COMBINED TECHNICAL COMMITTEE AND POLICY BOARD**

WEDNESDAY, SEPTEMBER 20, 2017 10:30 A.M.
TEXARKANA, TEXAS MUNICIPAL BUILDING

Agenda Item #1 – Call to order, introductions, roll call.

Mr. Bunch called the meeting to order and asked for a roll call.

Technical Committee members in attendance: Mary Beck, Rick Garner, Jeff Whitten, Emmily Tiampati, Jeremy Thomas, Dusty Henslee, Thomas Whitten, Jonathan Wade, and Paul Wong.

Policy Board members in attendance: Paul Simms, Steve Frisbee, Robert Bunch, Willie Ray, Shirley Jaster, Dusty Henslee for Kyle Dooley, Thomas Whitten, Paul Wong for Glenn Green, and Dennis Beckham.

Agenda Item #2 – Opportunity for Public Comment.

Mr. Bunch if there were any comments from the public. There were none. Mr. Simms introduced Grey Nations, Administrator of Public Transportation for ArDOT.

Agenda Item #3 – Adopt minutes from the May 4, 2017, Technical Committee meeting.

Mr. Bunch asked if there were any revisions to the minutes. No revisions were noted. Ms. Beck made a motion to adopt the minutes. Mr. Thomas seconded the motion. Motion passed.

Agenda Item #4 – Adopt minutes from the May 17, 2017, Policy Board meeting.

Mr. Bunch asked if there were any revisions to the minutes. No revisions were noted. Mr. Simms made a motion to adopt the minutes. Mr. Beckham seconded the motion. Motion passed.

Agenda Item #5 – Recommendation on Resolution #15-2017: FY2018-2019 Unified Planning Work Program (UPWP) Amendment One.

Mr. Bunch deferred this item to Ms. Jones. Ms. Jones stated the MPO will receive \$95,000 SPR Funds for FY2018. The SPR Funds will be used to hire a consultant who will work on the demographics for the Travel Demand Model. With the additional \$95,000 in SPR funds for FY2018, the MPO's UPWP and City budget will need to be amended. Mr. Beckham made a motion to adopt the resolution. Mr. Henslee seconded the motion. The motion passed.

Agenda Item #6 – Recommendation on Resolution #16-2017: FY2016-2020 Arkansas Transportation Improvement Plan (TIP) Amendment Four.

Mr. Bunch deferred this item to Ms. Jones. Ms. Jones noted that T-Line had sent an email in April to the MPO to add additional funds to the AR TIP. This amendment is for \$213,424 for FY2018.

These funds will need to be added to the TIP for the funds to be spent. Mr. Frisbee made a motion to adopt resolution. Mr. Simms seconded the motion. The motion passed.

Agenda Item #7 – Arkansas Department of Transportation (ArDOT) presentation on anticipated funding.

Mr. Frisbee stated that ArDOT is giving this presentation to various group throughout Arkansas. This presentation is to inform the citizens of Arkansas of the funding issues in transportation and the conditions of roads throughout Arkansas.

Mr. Frisbee also noted that Arkansas Highway Transportation Department have changed their name from Arkansas State Highway and Transportation Department (AHTD) to Arkansas Department of Transportation (ArDOT).

Agenda Item #8 – Alliance Transportation presentation on the Bicycle/Pedestrian Master Plan.

Brad Brey noted that this plan is an update from the 2009 plan. Alliance Transportation has worked with ArDOT and TxDOT to gather information such as trails, crashes, etc. Transit stops and sidewalk inventory has been incorporated into the plan. The information in the plan will be useful when updating the MTP in 2019, especially with the new required performance measures.

There will be an Open House tomorrow, September 21, 2017, 4pm to 7pm. Committee members were invited to attend.

Agenda Item #9 – Other business from the committee members and/or Study Director.

Ms. Jones noted the following:

- ArDOT has sent minute orders. These minute orders consist of changes to project(s) name. These minute orders can be found on the MPO website.
- Shirley Jaster is replacing John Whitson, who retired, and Barbara Miner is replacing Laney Harris on the Policy Board. Jonathan Wade and Paul Wong are new members to the Technical Committee.
- The APER and ALOP will need to be approved and sent to the DOTs December 1st. A Doodle Poll will be sent out for meeting date(s) in November.
- After the City of Texarkana, TX approved the change to the MPO city budget, a RFQ will be sent out to hire a consultant for the demographic work for the MTP.
- With the new requirements of performance measures, the UPWP states that the MPO will support the DOTs performance targets.
- MOUs for Texas and Arkansas are being revised. FHWA is requiring an agreement between the DOT, MPO and Transit providers.

Mr. Whitten and Ms. Jaster noted that advertisement for the Open House has been heard on the radio. Ms. Jones noted that there has been a lot of interest in this Open House, and the information obtained could possibly be used in the City of Texarkana's Comprehensive Plan.

2017-106 ATTH 02

Agenda Item #10 – Adjourn.

Robert Bunch, Chairman
Texarkana Metropolitan Planning Organization

Rea Donna Jones, Director
Texarkana Metropolitan Planning Organization

DRAFT

Attachment: 2017-106 ATTH 02 MPO Board Meeting Minutes 092017 (1709 : 2017-106 ORD amending MPO budget for FY 2018)

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: High

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

ORDINANCE NO. 2017-106

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING BUDGET EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2018 FOR THE METROPOLITAN PLANNING ORGANIZATION FUND TO APPROPRIATE ADDITIONAL FUNDING IN THE AMOUNT OF NINETY-FIVE THOUSAND DOLLARS (\$95,000) TO BE REIMBURSED FROM THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) SUPPLEMENTAL PLANNING & RESEARCH FUNDS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Metropolitan Planning Organization has received supplemental planning and research funds from the Texas Department of Transportation (TxDOT) in the amount of **NINETY-FIVE THOUSAND DOLLARS (\$95,000)**; and

WHEREAS, the budget for the fiscal year ending September 30, 2018 should be amended to reflect the supplemental planning and research funds and the additional funding from the Texas Department of Transportation (TxDOT).

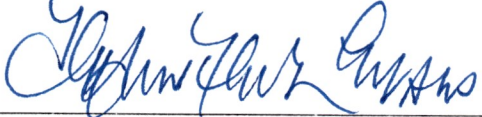
NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the budget estimate of the expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2017 and ending September 30, 2018, be amended to reflect additional expenditures appropriated with the addition of **NINETY-FIVE THOUSAND DOLLARS (\$95,000)** of supplemental planning and research funds and additional funding from the Texas Department of Transportation (TxDOT).

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 **25th** day of **September, 2017**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:38 p.m.

Attachment: 2017-106 ORD Amending MPO Budget signed (1709 : 2017-106 ORD amending MPO budget for FY 2018)

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 9/18/2017 2:25 PM

Lead Department: Police **Action Officer:** Michael Henry, Captain
Resolution No. 2017-107 approving the application for the Edward Byrne
Justice Assistance Grant providing a total grant in the amount of \$24,080, where
the City of Texarkana, Texas, will receive \$14,448 and Bowie County, Texas,
Subject: will receive \$9,632.

Briefing: 9/25/2017 **Public Hearing:** 9/25/2017 **Second Briefing:** **Council Vote:** 9/25/2017

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

For consideration is the 2017 Regular Local Solicitation for the Edward Byrne Justice Assistance Grant (JAG). The JAG is a pre-determined allocation, which based upon the amount, is shared with the Bowie County Sheriff's Office as a result of the city's federal designation as a disparate jurisdiction. The total funding for this round is \$24,080.00, which will be shared with BCSO. TTPD plans to utilize their portion of the funds (\$14,448.00) to procure an interactive flat-panel display. The department has recently become a state approved law enforcement training provider. The department's main classroom at its training center is well equipped, but due to the expansion of training sessions offered a second classroom has been put into service. While some improvements have been made that have allowed training classes to be conducted in the second classroom, the audio-visual capabilities of the training room are limited. This has resulted in a less than satisfactory classroom experience and detracted from the impact of the instruction received there. The Department plans to purchase an interactive flat-panel display to be placed into the room. These displays are state-of-the-art educational equipment and are used in countless classrooms today from elementary up to the university level. The flat-panel display will allow for more interactive lectures and presentations. The department has installed a shooting simulator in the classroom and the display will need to be on a mobile mount to be moved around as needed.

Potential Options:

- None
-

Fiscal Implications:

The City of Texarkana, Texas will not be required to furnish additional match funding to receive funds under the grant program.

City of Texarkana, Texas

Staff Recommendation:

Approval of the application is recommended.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2017-107 RES Police JAG Grant (DOCX)
- b. 2017-107 ATTH 01 2017 JAG Budget Narrative (PDF)
- c. 2017-107 ATTH 02 2017 JAG Program Narrative (PDF)
- d. 2017-107 Goals & Perspectives (DOCX)
- e. 2017-107 RES Police JAG Grant signed (PDF)

Staff Coordination

Police 2:33 PM	Charles Kreidler	Review	Completed	09/18/2017
Police 2:52 PM	Dan Shiner	Review	Completed	09/18/2017
Finance Department 5:26 PM	Kristin Peebles	Finance Review	Completed	09/18/2017
Deputy City Manager - Review	Kyle Dooley Completed	Kyle Dooley	Deputy City Manager	
Public Information Officer		09/19/2017 12:57 PM		
		Vicky Coopwood	PIO Review	Skipped
	09/19/2017 9:57 AM			
City Manager 8:34 AM	Shirley Jaster	City Manager Review	Completed	09/21/2017
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	09/25/2017

Meeting History

RESOLUTION NO. 2017-107

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE APPLICATION FOR THE EDWARD BYRNE JUSTICE ASSISTANCE GRANT PROVIDING A TOTAL GRANT AMOUNT OF \$24,080, WHERE THE CITY OF TEXARKANA, TEXAS, WILL RECEIVE \$14,448 AND BOWIE COUNTY, TEXAS, WILL RECEIVE \$9,632; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Office of Justice Programs of the United States Department of Justice has notified the City of Texarkana, Texas, as applicant and fiscal agent for available grant funds, that the City's application on behalf of the City and Bowie County, Texas, for funding under the FY2017 Edward Byrne Memorial Justice Assistance Grant in the amount of **\$24,080**, to be shared with Bowie County, Texas, has been approved for the program and budget period ending September 30, 2020, subject to compliance with those conditions and limitations set out in the grant document attachments; and

WHEREAS, the Texarkana, Texas Police Department's share of the funding will be used to enhance the Department's training capacity and effectiveness at its Special Operations and Training Center; and

WHEREAS, the City of Texarkana, Texas, will not be required to furnish additional match funding to receive funds under the grant program; and

WHEREAS, the City Council of the City of Texarkana, Texas, being informed of the nature and proposed use of said grant, does consider and find that the above-recommended uses and grant expenditures therefore are in the best interest of and will promote the health, safety and general welfare of the community.

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

SECTION 1: That the above-described Edward Byrne Memorial Justice Assistance Grant in the amount of **\$24,080**, to be shared by and between the City of Texarkana, Texas, and Bowie County, Texas, be and is hereby accepted.

SECTION 2: That the Interim City Manager be and is hereby authorized to undertake the necessary steps and execute the necessary documents including the Grant Acceptance document required for formal acceptance of the Edward Byrne Memorial Justice Assistant Grant from the United States Department of Justice, Office of Justice Programs, providing a total grant amount of **\$24,080** to be divided between the City of Texarkana, Texas, and Bowie County, Texas, where the City of Texarkana, Texas, will receive **\$14,448** and Bowie County, Texas will receive **\$9,632**.

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 25th day of September, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2017-107 RES Police JAG Grant (1712 : 2017-107 RES Police JAG Grant)

**2017 Justice Assistance Grant
City of Texarkana, Texas
2017-H2539-TX-DJ**

BUDGET NARRATIVE

City of Texarkana, Texas

Under the *Excellence through Training* project, the JAG funds will be used to purchase an interactive flat-panel display and mobile cart. The cost to purchase the display is estimated to be \$10,249.00. The estimated cost of the cart is \$4,199.00.

The total cost of the project will be \$14,448.00.

Bowie County, Texas

Under the Bowie County Sheriff's Office *Giving Deputies the Tools They Need* project, the JAG funds will be used to purchase eighteen JPX pepper ball guns along with cartridges, holsters and training. The JPXs are estimated at \$327.33 each for a total of \$5,892.00. The holsters are estimated at \$1,440.00. The cartridges are estimated to cost \$900.00. Training costs are estimated at \$1,400.00.

The total cost of the project will be \$9,632.00.

**2017 Justice Assistance Grant
City of Texarkana, Texas
Bowie County, Texas
2017-H2539-TX-DJ**

PROGRAM NARRATIVE

The City of Texarkana, Texas Police Department is applying for the FY2017 Edward Byrne Memorial Justice Assistance Grant (JAG) program to be used for the following purpose:

The **Texarkana, Texas Police Department** plans to continue upgrading its training capabilities. The department has recently become a state approved law enforcement training provider. The department's main classroom at its training center is well equipped, but due to the expansion of training sessions offered a second classroom has been put into service. While some improvements have been made that have allowed training classes to be conducted in the second classroom, the audio-visual capabilities of the training room are limited. This has resulted in a less than satisfactory classroom experience and detracted from the impact of the instruction received there. The Department plans to purchase an interactive flat-panel display to be placed into the room. These displays are state-of-the-art educational equipment and are used in countless classrooms today from elementary up to the university level. The flat-panel display will allow for more interactive lectures and presentations. The department has installed a shooting simulator in the classroom and the display will need to be on a mobile mount to be moved around as needed. There is no local funding neither budgeted nor anticipated for this acquisition. The interactive flat-panel display has an estimated cost of \$10,249.00. The mobile mounting cart is estimated at \$4,199.00. The Department estimates the total cost of this project to be \$14,448.00.

The **Bowie County Sheriff's Office** plans to purchase eighteen (18) JPX pepper ball guns along with holsters, cartridges and training. Bowie County Deputies are regularly called upon to patrol the most rural areas of our county. Their closest back up unit can be thirty minutes or more away from them. In these troubling times where law enforcement officers are being targeted for no other reason than they wear a uniform, it only seems right to equip deputies with as many tools as possible to help them protect themselves and the citizens they serve. The JPX pepper ball gun is one of these tools. Other departments using this tool have had success in gaining compliance from disorderly individuals who they would have otherwise had to subdue with hard control tactics. Every time deputies can avoid having to place their hands on a person who is uncooperative it reduces the possibility of injury to both our employee and the person they must handle. If approved for this grant, the Sheriff's Office will be able to begin outfitting its deputies with a much needed less than lethal use of force option. This equipment has the potential to save injuries and possibly the life of a deputy or a citizen of this county. There is no local funding neither budgeted nor anticipated for this acquisition. It is proposed the Bowie County Sheriff's Office purchase the following with these grant funds: Eighteen (18) JPX 2 shot with laser \$5,892.00, Eighteen 18 JPX holsters \$1,440.00, JPX 2 shot refill cartridges \$900.00, JPX training for 2 persons \$800.00 and JPX instructor training for 2 persons \$600.00. The anticipated total for their project is \$9,632.00.

Each agency and its respective governing bodies have agreed to disperse the \$24,080.00 in JAG funding based on a percentage formula for their project needs. The money spent will be for law enforcement purposes only. It is anticipated that the projects will commence upon receipt of the funding, beginning in October, 2018 and project that the funds will be spent within a four-year period after they are received. The equipment purchased with the funding will continue to be utilized for years beyond the four-year grant reporting period. Each agency believes the acquisition of the equipment will benefit each of our local governments and citizenry by helping stabilize budgets, minimize and/or avoid reduction in essential services and counterproductive local tax increases, improve communication inoperability with public safety entities, reduce or prevent interruption of emergency public safety services in times of emergencies, improve crime detection and apprehension of criminals, as well as increase officer safety.

PERFORMANCE MEASURES:

The Texarkana Police Department expects the equipment to enhance its training program. The Bowie County Sheriff's Office expects that their project will increase officer safety.

Performance Indicator	Performance Measures	Target
Amount of funds expended on equipment and/or supplies	Amount of funds expended to purchase equipment and/or supplies during the reporting period	100 %
Types of equipment and/or supplies purchased with JAG funds	Indicate the types of equipment and/or supplies purchased with JAG funds during the reporting period	• Interactive Flat-Panel Display System • JPX Pepperball Guns
Performance Indicator	Performance Measures	Target
Number of units to directly benefit from equipment and/or supplies purchased with JAG funds	A. Number of organizational units to directly benefit from equipment purchased during the reporting period. Divided by B. Number of organizational units that requested award to purchase equipment during reporting period For percentage	100 %
Percentage of criminal justice staff who reported improved efficiency in their job performance or supplies purchased by JAG funds.	A. Number of staff who reported improved efficiency in their job performance during the reporting period. Divided by B. Number of staff receiving equipment For percentage	100 %
Percentage of criminal justice staff who reported increase in program quality as a result in the purchase of equipment or supplies by JAG funds.	A. Number of staff who reported an increase in program quality during the reporting period. Divided by B. Number of staff receiving equipment For percentage	100 %

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Medium

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2017-107

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE APPLICATION FOR THE EDWARD BYRNE JUSTICE ASSISTANCE GRANT PROVIDING A TOTAL GRANT AMOUNT OF \$24,080, WHERE THE CITY OF TEXARKANA, TEXAS, WILL RECEIVE \$14,448 AND BOWIE COUNTY, TEXAS, WILL RECEIVE \$9,632; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Office of Justice Programs of the United States Department of Justice has notified the City of Texarkana, Texas, as applicant and fiscal agent for available grant funds, that the City's application on behalf of the City and Bowie County, Texas, for funding under the FY2017 Edward Byrne Memorial Justice Assistance Grant in the amount of **\$24,080**, to be shared with Bowie County, Texas, has been approved for the program and budget period ending September 30, 2020, subject to compliance with those conditions and limitations set out in the grant document attachments; and

WHEREAS, the Texarkana, Texas Police Department's share of the funding will be used to enhance the Department's training capacity and effectiveness at its Special Operations and Training Center; and

WHEREAS, the City of Texarkana, Texas, will not be required to furnish additional match funding to receive funds under the grant program; and

WHEREAS, the City Council of the City of Texarkana, Texas, being informed of the nature and proposed use of said grant, does consider and find that the above-recommended uses and grant expenditures therefore are in the best interest of and will promote the health, safety and general welfare of the community.

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

SECTION 1: That the above-described Edward Byrne Memorial Justice Assistance Grant in the amount of **\$24,080**, to be shared by and between the City of Texarkana, Texas, and Bowie County, Texas, be and is hereby accepted.

SECTION 2: That the Interim City Manager be and is hereby authorized to undertake the necessary steps and execute the necessary documents including the Grant Acceptance document required for formal acceptance of the Edward Byrne Memorial Justice Assistant Grant from the United States Department of Justice, Office of Justice Programs, providing a total grant amount of **\$24,080** to be divided between the City of Texarkana, Texas, and Bowie County, Texas, where the City of Texarkana, Texas, will receive **\$14,448** and Bowie County, Texas will receive **\$9,632**.

Attachment: 2017-107 RES Police JAG Grant signed (1712 : 2017-107 RES Police JAG Grant)

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 **25th day of September, 2017.**

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:38p.m.

Attachment: 2017-107 RES Police JAG Grant signed (1712 : 2017-107 RES Police JAG Grant)

City of Texarkana, Texas

Version:

Update Date: 9/21/2017 2:24 PM

Briefing Sheet

Lead Department: Finance Department **Action Officer:** Kristin Peeples,
Resolution No. 2017-095 casting all Council votes for one nominee for Director
Subject: on the Board of Directors of the Bowie Central Appraisal District.

Briefing: 9/25/2017 **Public Hearing:** **Second Briefing:** **Council Vote:** 9/25/2017

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The City selects Directors for the Bowie Central Appraisal District in the fall of odd-numbered years. Section 6.03 of the Property Tax Code has established a unique process for selection of these Directors. The Chief Appraiser is required under this statute to notify each voting unit prior to October 1 of an odd-numbered year, of the number of votes it may cast based on the ratio of its preceding year tax levy to the total tax levy of all voting units. Each voting unit may nominate one candidate for each board position, and it must submit the names of the nominees to the Chief Appraiser prior to October 15. Voting ballots will then be prepared by the District and delivered to the governing board of each unit before October 30. Each voting unit then casts its vote by written resolution, and submits the resolution to the Chief Appraiser prior to December 15. The votes are counted and voting units are notified of the results prior to December 31.

Current members of the Bowie County Appraisal District Board are:

Josh Davis - City of Texarkana, Texas

Robert Sheppard - Pleasant Grove ISD

Wanda Boyette - Texarkana, Texas ISD

Paul Miller - Texarkana, Texas ISD

Ron Riddle - City of Redwater, Texas and Bowie County, Texas

Potential Options:

- Nominate the City's current representative for another term
- Nominate another representative

Fiscal Implications:

Votes of the Board affect revenue from property tax received by the City

City of Texarkana, Texas

Staff Recommendation:

Staff recommends nomination of a representative of the Council's choosing.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

- a. 2017-095 RES Nominee for BCAD Board (jcl rev) (DOC)
- b. 2017-095 ATTH 01 Letter From Bowie Central Appraisal District (PDF)
- c. 2017-095 Goals & Perspectives (DOCX)
- d. 2017-095 RES Nominee for BCAD Board (JD) signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed
	08/16/2017 2:20 PM		
Deputy City Manager -	Kyle Dooley	Kyle Dooley	Deputy City Manager
Review	Completed	08/16/2017 2:48 PM	
Public Information Officer		Vicky Coopwood	PIO Review Skipped
	09/19/2017 9:56 AM		
City Manager	Shirley Jaster	City Manager Review	Completed 09/19/2017
1:07 PM			
City Council	Jennifer Evans	Meeting	Completed 09/25/2017
6:00 PM			

Meeting History

RESOLUTION NO. 2017-095

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, CASTING ALL ITS VOTES FOR ONE NOMINEE FOR DIRECTOR ON THE BOARD OF DIRECTORS OF THE BOWIE CENTRAL APPRAISAL DISTRICT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the terms of the present members of the Board of Directors of the Bowie Central Appraisal District expire on December 31, 2017; and

WHEREAS, Section 6.03 of the Texas Tax Code provides for calculating the voting entitlement of a taxing unit that is entitled to vote for directors on the Board, and Section 6.03(c) of the Texas Tax Code provides that a governing body exercising appointment authority for the Board of Directors "may cast all its votes for one candidate or distribute them among candidates for any number of directorships"; and

WHEREAS, Section 6.03(g) of the Texas Tax Code requires that the Mayor deliver the City's nominees for the Board to the Chief Appraiser; and

WHEREAS, the City Council finds and determines that the best interests of the City would be served by casting all its votes for one nominee to serve as a director on the Board of Directors.

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

SECTION 1: That the City Council casts all its votes for the following nominee for the position of director on the Board of Directors of the Bowie Central Appraisal District, to serve a two-year term commencing on January 1, 2018:

SECTION 2: That the Mayor provide a duplicate original executed copy of this Resolution to the Chief Appraiser as required by the Texas Tax Code.

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 25th day of September, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2017-095 RES Nominee for BCAD Board (jcl rev) (1697 : 2017-095 RES Nominating BCAD Board Member)

BOWIE CAD

Bowie Central Appraisal District
 122 Plaza West Suite A
 Texarkana, Texas 75501
 Phone 903-793-8936
 Fax 903-792-8889

August 15, 2017

To: All Voting Taxing Units

From: Mike Brower, RPA
 Chief Appraiser
 Bowie Central Appraisal District

Re: District Directors Appointments

The County, Cities, School districts and per House Bill 359 Junior Colleges select Directors for the Appraisal district in the fall of odd-numbered years. Other special districts do not participate in the selection of Directors.

Section 6.03 of the Property Tax Code establishes the selection process for the Appraisal District Directors. This process is not an "election" governed by the Texas Election Code, but an independent procedure unique to the property tax system.

Throughout the selection process, the Code specifies dates for action by the Chief Appraiser and the voting taxing units. The number of votes allocated to a voting unit is based on the ratio of its tax levy in the preceding year to the total tax levy of all voting units.

Before October 1 of an odd-numbered year, the Chief Appraiser must notify each voting unit of the number of votes it may cast.

Each voting unit may nominate one candidate for each position to be filled and submit the names of the nominees by written resolution to the Chief Appraiser before October 15.

Before October 30, ballots listing the nominees alphabetically by each candidate's last name will be prepared and delivered to presiding officers of the governing body of each voting unit.

Each voting unit must cast its vote by written resolution and submit it to the Chief Appraiser prior to December 15. The votes will be counted and voting taxing units will be notified prior to December 31.

Enclosed herewith is a copy of the calculation of the number of votes for each taxing unit for selection of the District Board members for years 2018-2019.

BOWIE CENTRAL APPRAISAL DISTRICT
August 15, 2017
Vote Calculation For District Board
Years 2018 - 2019

JURISDICTION	2016 TAX LEVY	%	NUMBER OF VOTES
BOWIE COUNTY	\$19,924,456.76	17.901%	895
NEW BOSTON CITY	\$638,356.63	0.574%	29
DE KALB CITY	\$369,384.71	0.332%	17
HOOKS CITY	\$680,434.99	0.611%	29
RED LICK CITY	\$69,675.61	0.063%	3
LEARY CITY	\$7,004.16	0.006%	1
MAUD CITY	\$131,885.28	0.118%	6
NASH CITY	\$1,352,674.21	1.215%	61
REDWATER CITY	\$50,261.72	0.045%	2
TEXARKANA CITY	\$17,186,902.32	15.442%	772
WAKE VILLAGE CITY	\$952,882.78	0.856%	43
MALTA ISD	\$206,438.67	0.185%	9
NEW BOSTON ISD	\$5,006,417.55	4.498%	225
DE KALB ISD	\$2,089,631.99	1.877%	94
LEARY ISD	\$421,461.98	0.379%	19
HOOKS ISD	\$2,103,760.54	1.890%	95
RED LICK ISD	\$2,330,696.74	2.094%	105
LIBERTY EYLAU ISD	\$7,208,035.74	6.476%	324
MAUD ISD	\$690,025.37	0.620%	31
PLEASANT GROVE ISD	\$12,592,011.07	11.313%	566
REDWATER ISD	\$2,819,344.75	2.533%	127
SIMMS ISD	\$1,155,228.16	1.038%	52
TEXARKANA ISD	\$27,310,580.50	24.537%	1,227
HUBBARD ISD	\$191,653.12	0.172%	9
TEXARKANA COLLEGE	\$5,812,646.00	5.222%	261
TOTALS	\$111,301,851.35	100.000%	5,000

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

RESOLUTION NO. 2017-095

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, CASTING ALL ITS VOTES FOR ONE NOMINEE FOR DIRECTOR ON THE BOARD OF DIRECTORS OF THE BOWIE CENTRAL APPRAISAL DISTRICT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the terms of the present members of the Board of Directors of the Bowie Central Appraisal District expire on December 31, 2017; and

WHEREAS, Section 6.03 of the Texas Tax Code provides for calculating the voting entitlement of a taxing unit that is entitled to vote for directors on the Board, and Section 6.03(c) of the Texas Tax Code provides that a governing body exercising appointment authority for the Board of Directors "may cast all its votes for one candidate or distribute them among candidates for any number of directorships"; and

WHEREAS, Section 6.03(g) of the Texas Tax Code requires that the Mayor deliver the City's nominees for the Board to the Chief Appraiser; and

WHEREAS, the City Council finds and determines that the best interests of the City would be served by casting all its votes for one nominee to serve as a director on the Board of Directors.

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

SECTION 1: That the City Council casts all its votes for the following nominee for the position of director on the Board of Directors of the Bowie Central Appraisal District, to serve a two-year term commencing on January 1, 2018:

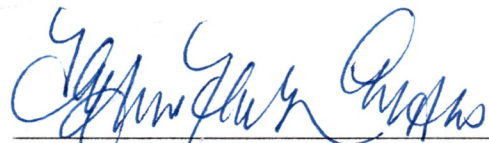
JOSH DAVIS

SECTION 2: That the Mayor provide a duplicate original executed copy of this Resolution to the Chief Appraiser as required by the Texas Tax Code.

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 **25th** day of **September, 2017**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:39 p.m.

Attachment: 2017-095 RES Nominee for BCAD Board (JD) signed (1697 : 2017-095 RES Nominating BCAD Board Member)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 9/15/2017 10:17 AMLead Department: Finance DepartmentAction Officer: Kristin Peeples,Subject: Resolution No. 2017-103 amending the General Fund Balance Policy.

	Public	Second	Council
Briefing: <u>9/25/2017</u>	Hearing: 9/25/2017	Briefing:	Vote: <u>9/25/2017</u>

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The Government Finance Officers Association recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund for GAAP and budgetary purposes. Such a guideline should be set by the appropriate policy body and articulate a framework and process for how the government would increase or decrease the level of unrestricted fund balance over a specific time period. In particular, governments should provide broad guidance in the policy for how resources will be directed to replenish fund balance should the balance fall below the level prescribed. The adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances. For example, governments that may be vulnerable to natural disasters, more dependent on a volatile revenue source, or potentially subject to cuts in state aid and/or federal grants may need to maintain a higher level in the unrestricted fund balance. Articulating these risks in a fund balance policy makes it easier to explain to stakeholders the rationale for a seemingly higher than normal level of fund balance that protects taxpayers and employees from unexpected changes in financial condition. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures. The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances.

Based on the City's current risk analysis, we are considered a low to moderate level of risk for maintaining reserves. GFOA recommends that the City should consider adopting a reserve target somewhat higher than the GFOA minimum (e.g. 17-25%). The GFOA minimum recommended reserve is 16.6%.

At the recommendation of the Budget Advisory Committee, staff has performed calculations to determine the City's reserve based on number of days of expenditures rather than a set percentage. The committee recommended sixty (60) days of general fund operating expenditures as an acceptable

City of Texarkana, Texas

reserve. The City's average daily general fund operating expenditure requirement is \$96,000.00. This amounts to \$5,760,000.00 for a sixty-day time period or approximately 16.45%.

Potential Options:

- Approve policy as recommended
- Deny policy as recommended and propose changes

Fiscal Implications:

Maintaining a healthy fund balance reserve helps to mitigate financial risk associated with unexpected revenue fluctuations or unforeseen expenditures.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Budget Advisory Committee

Board/Committee Recommendation:

The committee recommends a general fund operating reserve of sixty (60) days.

Advisory Board/Committee Meeting Date and Minutes:

Recommendation from the Budget Advisory Committee as proposed at the September 5, 2017 City Council meeting.

Attachments

- a. 2017-103 RES General Fund Balance Policy(DOC)
- b. 2017-103 EXH 'A' General Fund Balance Policy (DOCX)
- c. 2017-103 ATTH 01 GFOA Analysis Worksheet (PDF)
- d. 2017-103 Goals & Perspectives (DOCX)
- e. 2017-103 RES General Fund Balance Policy signed (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed
	09/13/2017 9:41 AM		
Purchasing and Contracting	Kristin Peeples	Purchasing Review	
	Skipped	09/13/2017 9:41 AM	
Finance Department	Kristin Peeples	Finance Review	Completed 09/13/2017
	9:42 AM		
Deputy City Manager - Kyle Dooley	Kyle Dooley	Deputy City Manager	
Review	Completed	09/13/2017 10:35 AM	
Public Information Officer	Lisa Thompson	PIO Review	Completed
	09/13/2017 10:37 AM		
City Manager	Shirley Jaster	City Manager Review	Completed 09/14/2017
	4:12 PM		
City Council	Jennifer Evans	Meeting	Completed 09/25/2017
	6:00 PM		

City of Texarkana, Texas

Meeting History

RESOLUTION NO. 2017-103

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE GENERAL FUND BALANCE POLICY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Government Finance Officers Association recommends that governments establish a formal policy on the level of unrestricted fund balance; and

WHEREAS, the Government Finance Officers Association recommends that the adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances; and

WHEREAS, the Government Finance Officers Association recommends at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures; and

WHEREAS, the City's current General Fund Balance Policy requires a minimum unrestricted fund balance of 25% - 35% of general fund operating expenditures; and

WHEREAS, the City Manager is directed to make recommendations to the Council on the use of general fund balance surpluses both as an element of the annual operating budget submission process and in the annual audit and financial statement preparation process; and

WHEREAS, the City Manager recommends that the current General Fund Balance Policy be amended to reflect a required minimum unrestricted fund balance of sixty (60) days of general fund operating expenditures.

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

SECTION 1: That the policy document attached as **Exhibit 'A'** is approved as the City's formal general fund balance policy.

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

PASSED AND APPROVED in Regular Council Session on this the 13th day of November, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2017-103 RES General Fund Balance Policy (1706 : 2017-103 RES General Fund Balance Policy)

City of Texarkana, Texas

General Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines and parameters for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and other similar circumstances. This policy will ensure that the City maintains an adequate fund balance in the City's general fund for the purposes of:

- Providing sufficient cash flow for daily operations
- Securing and maintaining a higher investment grade bond rating
- Offsetting significant economic declines or revenue shortfalls
- Providing funds to meet unforeseen emergency expenditures
- Demonstrating a commitment to long-term financial planning objectives

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – The fund equity of a governmental fund is required to be split into the following categories for reporting purposes:

1. **Non-Spendable Fund Balance** – includes amounts that are not in spendable form or are legally or contractually required to be maintained intact.
2. **Restricted Fund Balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
4. **Assigned fund balance** – comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at the City's Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund of sixty (60) days of general fund operating expenditures, exclusive of capital outlay and debt services expenditures. The City considers a balance of less than sixty (60) days to be cause for concern, barring unusual or deliberate circumstances.

The computation of the required fund balance will occur once a year, as follows:

- The computation will occur after the audit is presented to City Council. The fund balance as of September 30 of the audit year will be compared to the budgeted operating general fund expenditures for the fiscal year following the audit.

The Council may appropriate unassigned fund balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.

If unassigned fund balance falls below the goal or has a deficiency, the City will implement a plan to replenish the fund within one year or as soon as economic and budgetary conditions allow. The following budget strategies may be considered for implementation until fund balance has been replenished to an acceptable level:

- Reduction of expenditures to minimum levels, including, but not limited to:
 - Reduction in discretionary spending such as travel and training
 - Implementation of a hiring freeze for non-essential positions
- Increase revenues or pursue other funding sources
- Use operating surpluses available in other funds
- Designate a fixed amount or a percent of operating expenditures in the next budget
- Any combination of the above strategies or others presented for consideration by staff or City Council

Should unassigned fund balance of the general fund exceed the sixty (60) day level, the City will consider using such fund balance surpluses for one-time expenditures that are nonrecurring in nature and which will not require additional future expense outlays for maintenance, additional staffing or other recurring expenditures.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

Monitoring and Reporting

The Chief Financial Officer will be responsible for monitoring and reporting on the City's general fund balance. The City Manager is directed to make recommendations to the Council on the use of general fund balance surpluses both as an element of the annual operating budget submission process and in the annual audit and financial statement preparation process.

City of Texarkana, Texas

General Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines and parameters for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and other similar circumstances. This policy will ensure that the City maintains an adequate fund balance in the City's general fund for the purposes of:

- Providing sufficient cash flow for daily operations
- Securing and maintaining a higher investment grade bond rating
- Offsetting significant economic declines or revenue shortfalls
- Providing funds to meet unforeseen emergency expenditures
- Demonstrating a commitment to long-term financial planning objectives

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – The fund equity of a governmental fund is required to be split into the following categories for reporting purposes:

1. **Non-Spendable Fund Balance** – includes amounts that are not in spendable form or are legally or contractually required to be maintained intact.
2. **Restricted Fund Balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
4. **Assigned fund balance** – comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at the City's Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund of sixty (60) days of general fund operating expenditures, exclusive of capital outlay and debt services expenditures. The City considers a balance of less than sixty (60) days to be cause for concern, barring unusual or deliberate circumstances.

The computation of the required fund balance will occur once a year, as follows:

- The computation will occur after the audit is presented to City Council. The fund balance as of September 30 of the audit year will be compared to the budgeted operating general fund expenditures for the fiscal year following the audit.

The Council may appropriate unassigned fund balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.

If unassigned fund balance falls below the goal or has a deficiency, the City will implement a plan to replenish the fund within one year or as soon as economic and budgetary conditions allow. The following budget strategies may be considered for implementation until fund balance has been replenished to an acceptable level:

- Reduction of expenditures to minimum levels, including, but not limited to:
 - Reduction in discretionary spending such as travel and training
 - Implementation of a hiring freeze for non-essential positions
- Increase revenues or pursue other funding sources
- Use operating surpluses available in other funds
- Designate a fixed amount or a percent of operating expenditures in the next budget
- Any combination of the above strategies or others presented for consideration by staff or City Council

Should unassigned fund balance of the general fund exceed the sixty (60) day level, the City will consider using such fund balance surpluses for one-time expenditures that are nonrecurring in nature and which will not require additional future expense outlays for maintenance, additional staffing or other recurring expenditures.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

Monitoring and Reporting

The Chief Financial Officer will be responsible for monitoring and reporting on the City's general fund balance. The City Manager is directed to make recommendations to the Council on the use of general fund balance surpluses both as an element of the annual operating budget submission process and in the annual audit and financial statement preparation process.

Guiding Your Selection of a Fund Balance Target

2017-103 ATTH 01

Step 1. Determine your total score from the risk factors

27 Your total score from the risk factors (calculated if you entered a score in other sheets)

Step 2. Preliminary Analysis

Compare your score from Step 1 to the guidelines below.

Your Score

Analytical Guidance

- | | |
|----------------|--|
| 8 - 16 | You face minimal risk to retain through reserves. Consider a target equal to the GFOA minimum recommended reserve of 16.6% of revenues/expenditures. |
| 17-24 | You face a low to moderate level of risk to retain through reserves. Consider adopting a reserve target somewhat higher than the GFOA minimum (e.g. 17-25% of revenues/expenditures). Since risk is low, do not invest excessive analytical effort in determining an exact target amount. Consider a short, informal benchmarking study with peer agencies to provide guidance. |
| 25-31 | You face a moderate to high level of risk to retain through reserves. Consider adopting a target amount of reserves significantly higher than the GFOA recommended minimum (e.g., 26 - 35%). Consider a short, informal benchmarking survey as a starting point, but then analyze your most significant risk factors to make sure they are adequately covered by what the survey suggests is reasonable. |
| 32 - 40 | You face a high level of risk to retain through reserves. Consider adopting a much higher target than the GFOA minimum (e.g., greater than 35%). Consider performing a more indepth analysis of the risks you face to arrive at target level of reserved that provides sufficient coverage. |

Step 3. Consider Impact of Government Size, Budget Practices, & Borrowing Capacity

For each driver pick which description best fits you and enter the appropriate number of points.

2 Government Size

- +2 We are under 50,000 in population
- 0 We are between 50,000 and 300,000 in population
- 4 We are over 300,000 in population

-3 Budget Practices

- 3 The budget has a formal contingency beyond what is being considered for this reserve.
- 2 The budget has informal contingencies beyond what is being considered for the reserve.
- 0 The budget is lean and has no contingencies in it.

-2 Borrowing Capacity

- 3 We have excellent external and internal borrowing capacity, including a good rating, little existing debt, and political will to use it.
- 2 We have some external and/or internal borrowing capacity and political will could be mobilized to use it.

0 We have little or no borrowing capacity.

Step 4. Consider Impact of Commitments/Assignments, Outsider Perceptions & Political Support

Place an "X" next to each statement that applies to you.

Commitments and Assignments

☐

We have commitments or assignments that designate fund balance for uses other than retaining the types of risk described in this analysis. If so, these commitments/assignments should not be included in the total reserve used to reach your target.

Outsider Perceptions

☐

Rating agencies have given us a target level of reserve for getting a good rating. If so, use that target in place of or in addition to a benchmarking survey to provide guidance on starting point for your target.

☒

The public is likely to question reserve levels as too high. If so, be sure to document your analysis findings in the other sheets.

Political Support

☐

The governing board places great weight on the policies of comparable jurisdictions. If so, conduct a benchmarking survey that includes governments the board perceives as relevant.

☐

The board places great weight on rating agency recommendations. If so, tie the reserve target recommendation to rating agency recommendations or standards.

☐

The board places great weight on GFOA recommendations. If so, use this analysis and GFOA's Best Practices to support your recommendation.

Step 5. Putting it All Together

A. Consider your adjusted risk score and re-consult the analytical guidance.

< Your adjusted risk score (risk score modified with results from Step 3)

B. Review results of Step 4.

Review each item you checked from Step 4 and add the advice to your analytical guidance.

C. Proceed with finalizing target

Proceed with setting a final reserve target based on analytical guidance.

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:

Mitigate current and future risks, limit exposure to significant one-time outlays, and generate more favorable bond ratings and corresponding cost of borrowed funds.

Public Information Plan:

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

Other:

RESOLUTION NO. 2017-103

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEXARKANA, TEXAS, AMENDING THE GENERAL FUND BALANCE
POLICY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Government Finance Officers Association recommends that governments establish a formal policy on the level of unrestricted fund balance; and

WHEREAS, the Government Finance Officers Association recommends that the adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances; and

WHEREAS, the Government Finance Officers Association recommends at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures; and

WHEREAS, the City's current General Fund Balance Policy requires a minimum unrestricted fund balance of 25% - 35% of general fund operating expenditures; and

WHEREAS, the City Manager is directed to make recommendations to the Council on the use of general fund balance surpluses both as an element of the annual operating budget submission process and in the annual audit and financial statement preparation process; and

WHEREAS, the City Manager recommends that the current General Fund Balance Policy be amended to reflect a required minimum unrestricted fund balance of sixty (60) days of general fund operating expenditures.

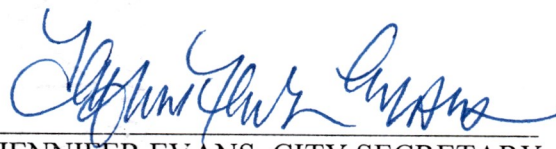
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the policy document attached as **Exhibit 'A'** is approved as the City's formal general fund balance policy.

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

PASSED AND APPROVED in Regular Council Session on this the **25th** day of **September, 2017**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:42 p.m.

Attachment: 2017-103 RES General Fund Balance Policy signed (1706 : 2017-103 RES General Fund Balance Policy)

City of Texarkana, Texas

General Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines and parameters for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and other similar circumstances. This policy will ensure that the City maintains an adequate fund balance in the City's general fund for the purposes of:

- Providing sufficient cash flow for daily operations
- Securing and maintaining a higher investment grade bond rating
- Offsetting significant economic declines or revenue shortfalls
- Providing funds to meet unforeseen emergency expenditures
- Demonstrating a commitment to long-term financial planning objectives

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – The fund equity of a governmental fund is required to be split into the following categories for reporting purposes:

1. **Non-Spendable Fund Balance** – includes amounts that are not in spendable form or are legally or contractually required to be maintained intact.
2. **Restricted Fund Balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
4. **Assigned fund balance** – comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at the City's Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund of sixty (60) days of general fund operating expenditures, exclusive of capital outlay and debt services expenditures. The City considers a balance of less than sixty (60) days to be cause for concern, barring unusual or deliberate circumstances.

The computation of the required fund balance will occur once a year, as follows:

- The computation will occur after the audit is presented to City Council. The fund balance as of September 30 of the audit year will be compared to the budgeted operating general fund expenditures for the fiscal year following the audit.

The Council may appropriate unassigned fund balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.

If unassigned fund balance falls below the goal or has a deficiency, the City will implement a plan to replenish the fund within one year or as soon as economic and budgetary conditions allow. The following budget strategies may be considered for implementation until fund balance has been replenished to an acceptable level:

- Reduction of expenditures to minimum levels, including, but not limited to:
 - Reduction in discretionary spending such as travel and training
 - Implementation of a hiring freeze for non-essential positions
- Increase revenues or pursue other funding sources
- Use operating surpluses available in other funds
- Designate a fixed amount or a percent of operating expenditures in the next budget
- Any combination of the above strategies or others presented for consideration by staff or City Council

Should unassigned fund balance of the general fund exceed the sixty (60) day level, the City will consider using such fund balance surpluses for one-time expenditures that are nonrecurring in nature and which will not require additional future expense outlays for maintenance, additional staffing or other recurring expenditures.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

Monitoring and Reporting

The Chief Financial Officer will be responsible for monitoring and reporting on the City's general fund balance. The City Manager is directed to make recommendations to the Council on the use of general fund balance surpluses both as an element of the annual operating budget submission process and in the annual audit and financial statement preparation process.

City of Texarkana, Texas

Version: A

Update Date: 9/19/2017 1:03 PM

Briefing Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,
Ordinance No. 2017-099 rezoning an approximate 2 acre tract of land in the
R.E. Sevey HRS, A-523, located at 2407 Liberty Lane. Single Family-1 to
Single Family-3. Military Warriors Support Foundation, owner. Mary
Subject: Bowman (under contract to purchase), agent.

Briefing: 10/23/2017 **Public Hearing:** 10/9/2017 **Second Briefing:** October 23, 2017 **Council Vote:** 11/13/2017

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

NOT APPLICABLE.

Executive Summary and Background Information:

Z-17-10: This is a request by Military Warriors Support Foundation, owner, and Mary Bowman (under contract to purchase), agent, to rezone an approximate 2 acre tract of land in the R.E. Sevey HRS, A-523, located at 2407 Liberty Lane from Single Family-1 to Single Family-3. This property is currently vacant land.

The adjacent zoning is Single Family-1 to the north, south and east and west. The adjacent land use is residences to the north and west and vacant land to the east and south.

The Comprehensive Plan has designated this as a low density residential area. There previously was a single wide mobile home located on the property east of this tract (S-109) and there is an existing double wide HUD code manufactured home located diagonally across the street from this tract (S-537) at 2502 Liberty Lane. There are numerous manufactured homes located in the Liberty Eylau area.

Double wide manufactured housing looks like some of the existing frame pier and beam houses in the area. This type housing could be a revitalization housing alternative to traditional site built homes.

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

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Since a precedent has been set for manufactured homes on Liberty Lane and in this area, staff recommends for approval of this request.

Advisory Board/Committee Review:

City of Texarkana, Texas

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval.

Advisory Board/Committee Meeting Date and Minutes:

September 5, 2017

Attachments

- a. 2017-099 ORD rezoning 2407 Liberty Lane (PDF)
- b. 2017-099 EXH 'A' (legal description) (PDF)
- c. 2017-099 ATTH 01 (maps) (PDF)
- d. 2017-099 Goals & Perspectives (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Completed	09/14/2017 9:17 AM		
Deputy City Manager - Kyle Dooley	Kyle Dooley	Deputy City Manager	
Review	Completed	09/15/2017 10:08 AM	
Public Information Officer	Vicky Coopwood	PIO Review	Skipped
	09/19/2017 9:57 AM		
City Manager	Shirley Jaster	City Manager Review	Completed 09/19/2017
1:02 PM			
City Council	Jennifer Evans	Meeting	Completed 09/25/2017
6:00 PM			

Meeting History

Z-17-10

ORDINANCE NO. 2017-099

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING AN APPROXIMATE 2-ACRE TRACT OF LAND IN THE R.E. SEVEY HRS, A-523, LOCATED AT 2407 LIBERTY LANE IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM SINGLE FAMILY-1 TO SINGLE FAMILY-3; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone an approximate 2-acre tract of land in the R.E. Sevey HRS, A-523 (**Exhibit 'A'**), located at 2407 Liberty Lane in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-3**; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and 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 Single Family-1 to Single Family-3** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Single Family-1 to Single Family-3** 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 an approximate 2-acre tract of land in the R.E. Sevey HRS, A-523 (**Exhibit 'A'**) located at 2407 Liberty Lane in the City of Texarkana, Bowie County, Texas, from **Single Family-1 to Single Family-3**.

Attachment: 2017-099 ORD rezoning 2407 Liberty Lane [Revision 1] (1707 : 2017-099 ORD rezoning at 2407 Liberty Lane)

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 November, 2017.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

2017-099

EXHIBIT "A"

All that certain tract or parcel of land situated in the R. E. SEVEY HEADRIGHT SURVEY, A-523, Bowie County, Texas, being a portion of a certain 4-3/4 acre tract of land conveyed by J. J. Blankenship, et al, to J. N. Sherrer and wife, Mittie Sherrer, by Deed dated May 14, 1931, of record in Volume 138, Page 370, Deed Records, Bowie County, Texas, and also being the same called 2 acre tract of land conveyed by W. L. Karrah and wife, Martha J. Karrah, et al, to Harland Sexton and wife, Helen Sexton by Deed dated September 26, 1972, of record in Volume 552, Page 143, Deed Records, Bowie County, Texas, and the herein described tract being that same called 2.028 acre tract conveyed from Carylton Taylor to George W. Thornton and wife, Lucille, D. Thornton by deed Dated November 17, 1994, and recorded in Volume 2236, page 201 of the Real Property Records of Bowie County, Texas, and the subject tract being more particularly described as follows: BEGINNING at a 3/4 inch reinforcing steel rod found for corner at the Northwest corner of said 2.028 acre Thornton tract, said point being on the South right-of-way line of a street designated as Liberty Lane: THENCE: N 89° 25' 22" E, 185.06 feet with the North boundary line of said 2.028 acre Thornton tract and with the South right-of-way line of said Liberty Lane to a 3/4 inch reinforcing steel rod found for corner at the Northeast corner of said 2.028 acre Thornton tract; THENCE: S 03° 31' 51" W, 473.97 feet primarily along an existing fence line and with the East boundary line of said 2.028 acre Thornton tract and with the West boundary line of a certain tract conveyed to James A. McDowell by deed recorded in Volume 2359, Page 172 of the Real Property Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod set for corner in an existing fence corner at the Southeast corner of said 2.028 acre Thornton tract; THENCE: S 89° 19' 10" W, 188.65 feet along an existing fence line and with the South boundary line of said 2.028 acre Thornton tract and with the North boundary line of a certain tract conveyed to Liberty Eylau Independent School District by deed recorded in Volume 192, Page 181 of the Deed Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod found for corner in an existing fence corner at the Southwest corner of said 2.028 acre Thornton tract; THENCE: N 03° 57' 36" E, 474.58 feet along an existing fence line and with the West boundary line of said 2.028 acre Thornton tract and with the East boundary line of a certain tract conveyed to George Gaines by deed recorded in Volume 668, Page 762 of the Deed Records of Bowie County, Texas, to the POINT OF BEGINNING and containing 2.029 acres of land, more or less.

Commonly known as: 2407 Liberty Lane, Texarkana, TX 75501

Prepared by:

Jay A. Rosenberg, Esq., Texas Bar Number 24094479, Rosenberg LPA, Attorneys At Law, 3805 Edwards Road, Suite 550, Cincinnati, Ohio 45209 (513) 247-9605 Fax: (866) 611-0170.

After recording return to:

Boston National Title Agency, LLC
7200 Glen Forest Drive, Suite 310
Richmond, VA 23226

Filed For Record In:
Bowie County, Texas
Tina Petty
County Clerk
On: Jun 29, 2017 at 11:02A

0536146137B
259-TX-V1

Attachment: 2017-099 ORD rezoning 2407 Liberty Lane [Revision 1] (1707 : 2017-099 ORD rezoning at 2407 Liberty Lane)

2017-099

EXHIBIT "A"

All that certain tract or parcel of land situated in the R. E. SEVEY HEADRIGHT SURVEY, A-523, Bowie County, Texas, being a portion of a certain 4-3/4 acre tract of land conveyed by J. J. Blankenship, et al, to J. N. Sherrer and wife, Mittie Sherrer, by Deed dated May 14, 1931, of record in Volume 138, Page 370, Deed Records, Bowie County, Texas, and also being the same called 2 acre tract of land conveyed by W. L. Karrah and wife, Martha J. Karrah, et al, to Harland Sexton and wife, Helen Sexton by Deed dated September 26, 1972, of record in Volume 552, Page 143, Deed Records, Bowie County, Texas, and the herein described tract being that same called 2.028 acre tract conveyed from Carylton Taylor to George W. Thornton and wife, Lucille, D. Thornton by deed Dated November 17, 1994, and recorded in Volume 2236, page 201 of the Real Property Records of Bowie County, Texas, and the subject tract being more particularly described as follows: BEGINNING at a 3/4 inch reinforcing steel rod found for corner at the Northwest corner of said 2.028 acre Thornton tract, said point being on the South right-of-way line of a street designated as Liberty Lane: THENCE: N 89° 25' 22" E, 185.06 feet with the North boundary line of said 2.028 acre Thornton tract and with the South right-of-way line of said Liberty Lane to a 3/4 inch reinforcing steel rod found for corner at the Northeast corner of said 2.028 acre Thornton tract; THENCE: S 03° 31' 51" W, 473.97 feet primarily along an existing fence line and with the East boundary line of said 2.028 acre Thornton tract and with the West boundary line of a certain tract conveyed to James A. McDowell by deed recorded in Volume 2359, Page 172 of the Real Property Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod set for corner in an existing fence corner at the Southeast corner of said 2.028 acre Thornton tract; THENCE: S 89° 19' 10" W, 188.65 feet along an existing fence line and with the South boundary line of said 2.028 acre Thornton tract and with the North boundary line of a certain tract conveyed to Liberty Eylau Independent School District by deed recorded in Volume 192, Page 181 of the Deed Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod found for corner in an existing fence corner at the Southwest corner of said 2.028 acre Thornton tract; THENCE: N 03° 57' 36" E, 474.58 feet along an existing fence line and with the West boundary line of said 2.028 acre Thornton tract and with the East boundary line of a certain tract conveyed to George Gaines by deed recorded in Volume 668, Page 762 of the Deed Records of Bowie County, Texas, to the POINT OF BEGINNING and containing 2.029 acres of land, more or less.

Commonly known as: 2407 Liberty Lane, Texarkana, TX 75501

Prepared by:

Jay A. Rosenberg, Esq., Texas Bar Number 24094479, Rosenberg LPA, Attorneys At Law, 3805 Edwards Road, Suite 550, Cincinnati, Ohio 45209 (513) 247-9605 Fax: (866) 611-0170.

After recording return to:

Boston National Title Agency, LLC
7200 Glen Forest Drive, Suite 310
Richmond, VA 23226

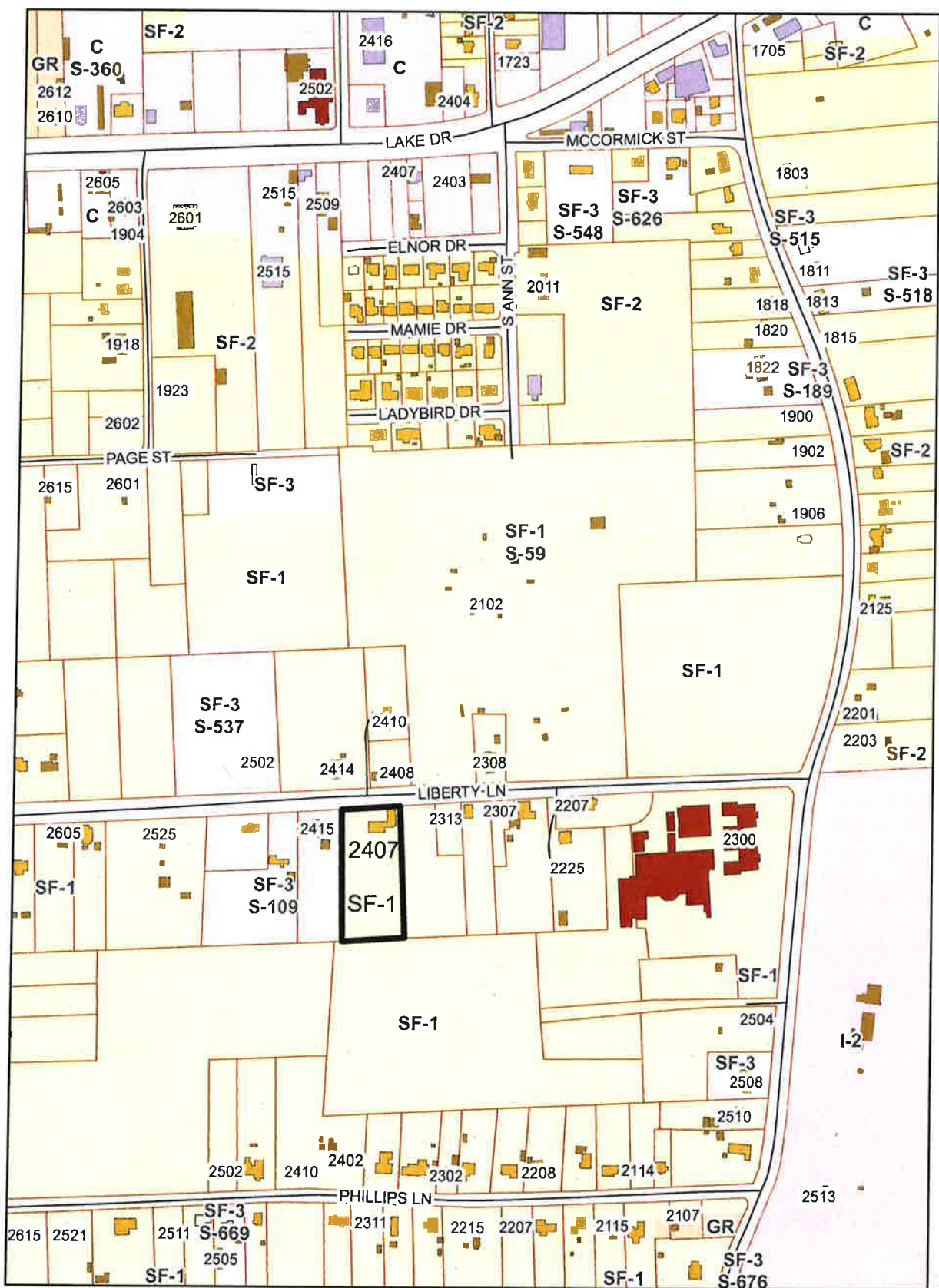
Filed For Record In:
Bowie County, Texas
Tina Petty
County Clerk
On: Jun 29, 2017 at 11:02A

0536146137B
259-TX-V1

Attachment: 2017-099 EXH 'A' (legal description) (1707 : 2017-099 ORD rezoning at 2407 Liberty Lane)

2407 Liberty Lane

Department of Planning and Community Development



1:5,500



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

NA

No Additional

Other Potential Impacts:

NA

Public Information Plan:

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

Other:

City of Texarkana, Texas

Briefing Sheet

Version: A

Update Date: 9/21/2017 10:36 AM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk
Subject: Ordinance No. 2017-100 granting a Specific Use Permit to allow a double wide HUD code manufactured home on an approximate 2-acre tract of land in the R.E. Sevey HRS, A-523, located at 2407 Liberty Lane. Military Warriors Support Foundation, owner. Mary Bowman (under contract to purchase), agent.
Briefing: 10/23/2017 **Public Hearing:** 10/9/2017 **Second Briefing:** October 23, 2017 **Council Vote:** 11/13/2017

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE.

Executive Summary and Background Information:

S-680: This is a request by Military Warriors Support Foundation, owner, and Mary Bowman (under contract to purchase), agent, for a Specific Use Permit to allow a 1996 double wide HUD code manufactured home on an approximate 2 acre tract of land in the R.E. Sevey HRS, A-523, located at 2407 Liberty Lane. This property is currently vacant land.

The adjacent zoning is Single Family-1 to the north, south and east and west. The adjacent land use is residences to the north and west and vacant land to the east and south.

The City's Zoning Ordinance was amended to comply with the state law in 2002, requiring that all manufactured housing be HUD code building standard. This amendment also stipulated that all HUD code manufactured homes inside the city limits be placed in the Single Family-3 zoning district along with the approval of a Specific Use Permit. Any home built after 1976 is considered HUD code standard.

The Comprehensive Plan has designated this as a low density residential area. There previously was a single wide mobile home located on the property east of this tract (S-109) and there is an existing double wide HUD code manufactured home located diagonally across the street from this tract (S-537) at 2502 Liberty Lane. There are numerous manufactured homes located in the Liberty Eylau area.

See attached photographs of the proposed double wide HUD code manufactured home.

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

Potential Options:

None

Fiscal Implications:

City of Texarkana, Texas

None

Staff Recommendation:

Double wide manufactured housing looks like some of the existing frame pier and beam houses in the area. This type housing could be a revitalization housing alternative to traditional site built homes. Due to this fact and that a precedent has been set for manufactured homes on Liberty Lane and in this area, staff recommends for approval of this request with the following stipulations:

1. That one 1996 Clarksville Delta double wide HUD code manufactured home be allowed on this property.
2. That the double wide HUD code manufactured home be power washed.
3. That the double wide HUD code manufactured home be tied down/skirted/underpinned. (The Commission may want to add a stipulation that new skirting be used).
4. That the double wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
5. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner's responsibility to renew this permit.
6. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
7. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements be in accordance with the City of Texarkana, Texas codes.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

1. That one 1996 Clarksville Delta double wide HUD code manufactured home be allowed on this property.
2. That the double wide HUD code manufactured home be power washed.
3. That the double wide HUD code manufactured home be tied down and skirted/underpinned with new skirting.
4. That the double wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
5. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner's responsibility to renew this permit.
6. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
7. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements be in accordance with the City of Texarkana, Texas codes.

Advisory Board/Committee Meeting Date and Minutes:

September 5, 2017

Attachments

- a. 2017-100 ORD granting SUP for manf. home at 2407 Libert Lane (PDF)
- b. 2017-100 EXH 'A' (Photos of manf. home) (PDF)

City of Texarkana, Texas

- c. 2017-100 EXH 'B' (legal description) (PDF)
- d. 2017-100 ATTH 01 Maps (PDF)
- e. 2017-100 Goals & Perspectives (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Completed	09/14/2017 9:20 AM		
Deputy City Manager - Kyle Dooley	Kyle Dooley	Review	Completed
09/15/2017 10:09 AM			
Public Information Officer	Vicky Coopwood	PIO Review	Skipped
09/19/2017 9:57 AM			
City Manager	Shirley Jaster	City Manager Review	Completed 09/19/2017
1:05 PM			
City Council	Jennifer Evans	Meeting	Completed 09/25/2017
6:00 PM			

Meeting History

S-680

ORDINANCE NO. 2017-100

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-680 TO ALLOW THE LOCATION OF A HUD CODE DOUBLE WIDE MANUFACTURED HOME ON AN APPROXIMATE 2-ACRE TRACT OF LAND IN THE R.E. SEVEY HRS, A-523, LOCATED AT 2407 LIBERTY 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 with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a HUD code double wide manufactured home (**Exhibit 'A'**) on an approximate 2 acre tract of land in the R.E. Sevey HRS, A-523 (**Exhibit 'B'**), located at 2407 Liberty 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 five (5) to zero (0) to recommend** to the City Council of the City of Texarkana, Texas, **that a Specific Use Permit be granted to allow the location of HUD code double wide manufactured home on said property; and**

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that granting the **Specific Use Permit** is in the best interest of the public health, safety, morals and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be further amended so as to grant a **Specific Use Permit** numbered S-680 for the purpose of allowing the location of a HUD code double wide manufactured home on the following described property, to-wit: an approximate 2-acre tract of land in the R.E. Sevey HRS, A-523 (**Exhibits 'A' & 'B'**), located at 2407 Liberty Lane in the City of Texarkana, Bowie County, Texas.

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

1. That one 1996 Clarksville Delta double wide HUD code manufactured home be allowed on this property.
2. That the double wide HUD code manufactured home be power washed.
3. That the double wide HUD code manufactured home be tied down and skirted/underpinned with new skirting.
4. That the double wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
5. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner's responsibility to renew this permit.
6. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
7. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements be in accordance with the City of Texarkana, Texas, codes.

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

SECTION 4: It is further provided that in case a section, clause, sentence or part of this ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this ordinance.

SECTION 5: 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 November, 2017.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



Attachment: 2017-100 ORD granting SUP for manf. home at 2407 Libert Lane (1711 : 2017-100 ORD granting Specific Use Permit at 2407 Liberty



EXHIBIT 'B'

All that certain tract or parcel of land situated in the R. E. SEVEY HEADRIGHT SURVEY, A-523, Bowie County, Texas, being a portion of a certain 4-3/4 acre tract of land conveyed by J. J. Blankenship, et al, to J. N. Sherrer and wife, Mittie Sherrer, by Deed dated May 14, 1931, of record in Volume 138, Page 370, Deed Records, Bowie County, Texas, and also being the same called 2 acre tract of land conveyed by W. L. Karrah and wife, Martha J. Karrah, et al, to Harland Sexton and wife, Helen Sexton by Deed dated September 26, 1972, of record in Volume 552, Page 143, Deed Records, Bowie County, Texas, and the herein described tract being that same called 2.028 acre tract conveyed from Carylton Taylor to George W. Thornton and wife, Lucille, D. Thornton by deed Dated November 17, 1994, and recorded in Volume 2236, page 201 of the Real Property Records of Bowie County, Texas, and the subject tract being more particularly described as follows: BEGINNING at a 3/4 inch reinforcing steel rod found for corner at the Northwest corner of said 2.028 acre Thornton tract, said point being on the South right-of-way line of a street designated as Liberty Lane: THENCE: N 89° 25' 22" E, 185.06 feet with the North boundary line of said 2.028 acre Thornton tract and with the South right-of-way line of said Liberty Lane to a 3/4 inch reinforcing steel rod found for corner at the Northeast corner of said 2.028 acre Thornton tract; THENCE: S 03° 31' 51" W, 473.97 feet primarily along an existing fence line and with the East boundary line of said 2.028 acre Thornton tract and with the West boundary line of a certain tract conveyed to James A. McDowell by deed recorded in Volume 2359, Page 172 of the Real Property Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod set for corner in an existing fence corner at the Southeast corner of said 2.028 acre Thornton tract; THENCE: S 89° 19' 10" W, 188.65 feet along an existing fence line and with the South boundary line of said 2.028 acre Thornton tract and with the North boundary line of a certain tract conveyed to Liberty Eylau Independent School District by deed recorded in Volume 192, Page 181 of the Deed Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod found for corner in an existing fence corner at the Southwest corner of said 2.028 acre Thornton tract; THENCE: N 03° 57' 36" E, 474.58 feet along an existing fence line and with the West boundary line of said 2.028 acre Thornton tract and with the East boundary line of a certain tract conveyed to George Gaines by deed recorded in Volume 668, Page 762 of the Deed Records of Bowie County, Texas, to the POINT OF BEGINNING and containing 2.029 acres of land, more or less.

Commonly known as: 2407 Liberty Lane, Texarkana, TX 75501

Prepared by:

Jay A. Rosenberg, Esq., Texas Bar Number 24094479, Rosenberg LPA, Attorneys At Law, 3805 Edwards Road, Suite 550, Cincinnati, Ohio 45209 (513) 247-9605 Fax: (866) 611-0170.

After recording return to:

Boston National Title Agency, LLC
7200 Glen Forest Drive, Suite 310
Richmond, VA 23226

Filed For Record In:
Bowie County, Texas
Tina Petty
County Clerk
On: Jun 29, 2017 at 11:02A

0536146137B
259-TX-V1



Attachment: 2017-100 EXH 'A' (Photos of manf. home) (1711 : 2017-100 ORD granting Specific Use Permit at 2407 Liberty Lane)



Attachment: 2017-100 EXH 'A' (Photos of manf. home) (1711 : 2017-100 ORD granting Specific Use Permit at 2407 Liberty Lane)

2017-100

EXHIBIT 'B'

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Commonly known as: 2407 Liberty Lane, Texarkana, TX 75501

Prepared by:

Jay A. Rosenberg, Esq., Texas Bar Number 24094479, Rosenberg LPA, Attorneys At Law, 3805 Edwards Road, Suite 550, Cincinnati, Ohio 45209 (513) 247-9605 Fax: (866) 611-0170.

After recording return to:

Boston National Title Agency, LLC
7200 Glen Forest Drive, Suite 310
Richmond, VA 23226

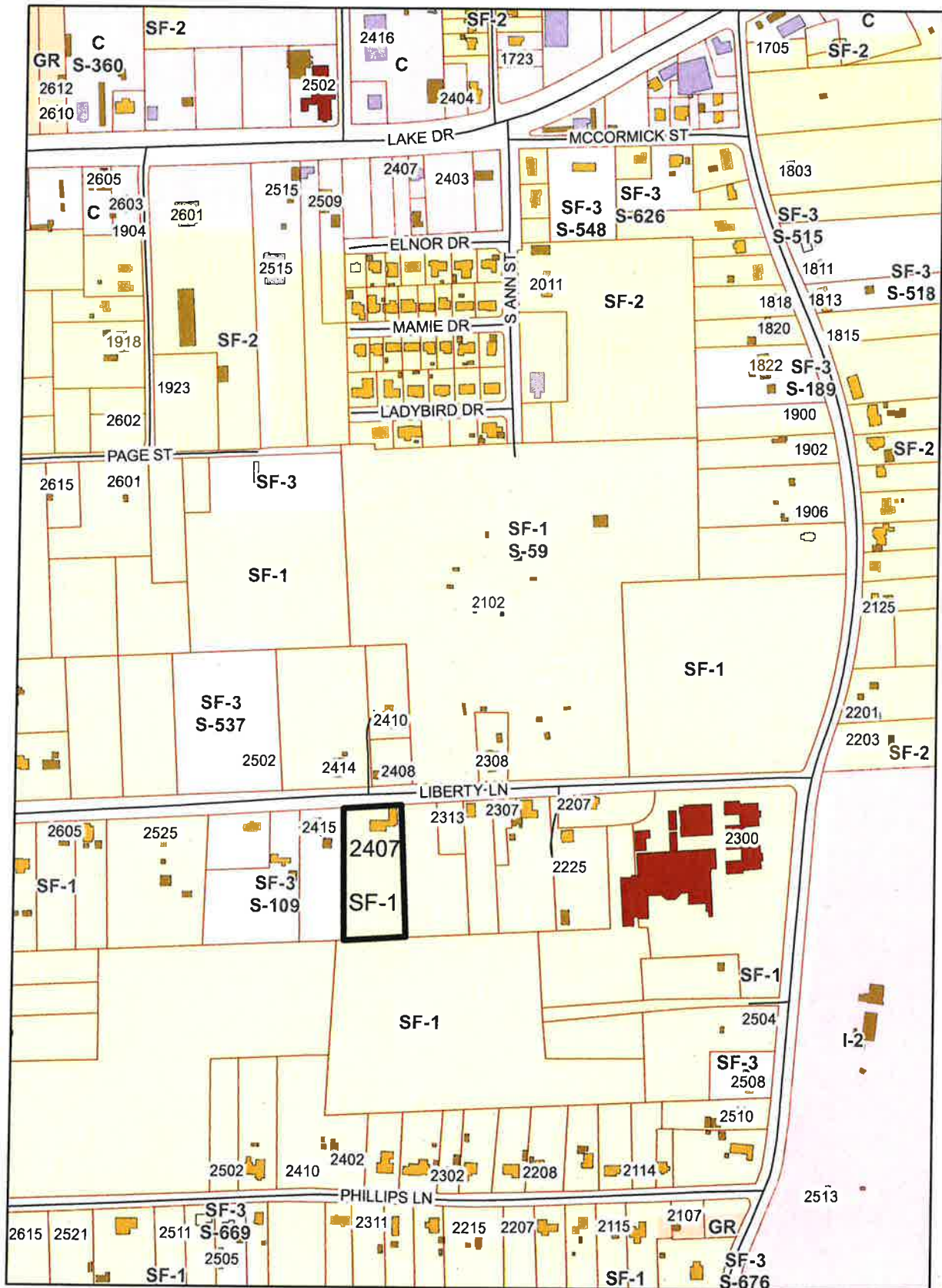
Filed For Record In:
Bowie County, Texas
Tina Petty
County Clerk
On: Jun 29, 2017 at 11:02A

0536146137B
259-TX-V1

Attachment: 2017-100 EXH 'B' (legal description) (1711 : 2017-100 ORD granting Specific Use Permit at 2407 Liberty Lane)

2407 Liberty Lane

Department of Planning and Community Development



1:5,500



2407 Liberty Lane

Department of Planning and Community Development



1:2,500

Attachment: 2017-100 ATTH 01 Maps (1711 : 2017-100 ORD granting Specific Use Permit at 2407 Liberty Lane)



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

NA

No Additional

Other Potential Impacts:

NA

Public Information Plan:

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

Other:

City of Texarkana, Texas

Version: A

Update Date: 9/15/2017 9:24 AM

Briefing Sheet

Lead Department: Information Technology **Action Officer:** Kevin Davenport, Supervisor
Subject: Resolution No. 2017-102 authorizing the City Manager to execute a lease purchase agreement with Dell Financial Services LLC for replacement computers and equipment for City of Texarkana, TX departments.
Briefing: 10/23/2017 **Public Hearing:** 10/9/2017 **Second Briefing:** October 23, 2017 **Council Vote:** 11/13/2017

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The City's IT Department has developed a computer replacement schedule to continuously replace outdated equipment in the City over a five-year period. Each schedule of equipment to be replaced is financed by a new four (4) year lease purchase agreement with Dell Financial Services LLC. This proposed agreement will finance City of Texarkana, TX department computers that were on the schedule for replacement in fiscal year 2017.

Potential Options:

- Approve
- Decline

Fiscal Implications:

Funds are included in the City budget for the first of four payment years and are available. The source of funding is the Computer Technology Fund. Payments for the remaining three years of this agreement are anticipated to be budgeted from the same fund in future years.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

City of Texarkana, Texas

Attachments

- a. 2017-102 RES Dell Financial Services Lease Purchase Agreement (DOC)
- b. 2017-102 EXH 'A' Dell PC Quote (PDF)
- c. 2017-102 EXH 'B' Dell Finance Lease Quote (PDF)
- d. 2017-102 RES Goals & Perspectives (DOCX)

Staff Coordination

Information Technology	Completed	Kevin J. Davenport	Department Head Review	
		09/12/2017 9:29 AM		
TWU Administration	Kevin J. Davenport	Review	Skipped	09/12/2017 3:23 PM
Water Utilities	Kevin J. Davenport	Water Utilities Review	Skipped	
	09/07/2017 5:18 PM			
TWU Finance	Kevin J. Davenport	TWU Finance Review	Skipped	09/12/2017 3:23 PM
Purchasing and Contracting	Completed	Sharon Moore	Purchasing Review	
		09/12/2017 4:33 PM		
Finance Department	Kristin Peebles	Finance Review	Completed	09/12/2017 8:20 PM
Deputy City Manager - Kyle Dooley	Completed	Kyle Dooley	Deputy City Manager	
Review		09/13/2017 7:00 AM		
Public Information Officer		Lisa Thompson	PIO Review	Completed
	09/13/2017 7:01 AM			
Water Utilities	JD Phillips	Review	Completed	09/15/2017 9:55 AM
City Manager	Shirley Jaster	City Manager Review	Completed	09/21/2017 8:35 AM
City Council	Jennifer Evans	Meeting	Completed	09/25/2017 6:00 PM

Meeting History

RESOLUTION NO. 2017 – 102

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO ACCEPT A LEASE/PURCHASE PROPOSAL FROM DELL FINANCIAL SERVICES LLC, OF ROUND ROCK, TEXAS FOR DELL COMPUTERS AND RELATED EQUIPMENT, AND AUTHORIZING THE INTERIM CITY MANAGER TO NEGOTIATE A FINAL LEASE/PURCHASE AGREEMENT AT A TOTAL COST, INCLUDING INTEREST, OVER A FOUR-YEAR PERIOD NOT TO EXCEED \$96,380.60; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the IT Division of TWU budgets and requests replacement of existing outdated computer equipment on a five-year disciplined technology refresh cycle; and

WHEREAS, utilizing a lease/purchase program to finance the purchase of this equipment will allow immediate replacement of all equipment while remaining within current budget constraints; and

WHEREAS, the lease/purchase of this equipment will replace computers in our system that are at the end of their useful lives; and will result in the installation of new computers which provide the latest in technology improvements and support functions available from Dell Computers; and

WHEREAS, the type and number of computers to be acquired through this lease/purchase agreement is shown on the attached document marked as **Exhibit "A"**; and

WHEREAS, the City of Texarkana, Texas, has received a proposed lease/purchase agreement from Dell Financial Services of Round Rock, Texas for Dell computers, a copy of which is attached hereto as **Exhibit "B"**; and

WHEREAS, the proposed lease/purchase agreement from Dell Financial Services LLC of Round Rock, Texas for computers, is for a proposed term of four (4) years, and will be paid in annual payments of an amount not to exceed \$24,095.15 per year for a total cost not to exceed \$96,380.60; and

WHEREAS, the funds for the first year payment have been appropriated in the City's Technology Fund, account number 115-0000-55820; and funds for future payments are anticipated to be appropriated in the same fund.

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

SECTION 1: That the Interim City Manager be and is hereby authorized to execute a Lease/Purchase Agreement with Dell Financial Services LLC of Round Rock, Texas for computers, over a four (4) year period, that will be at an amount not to exceed \$24,095.15 per year for a total cost not to exceed \$96,380.60.

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

PASSED AND APPROVED in Regular Council Session on this the **13th day of November, 2017.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Total: \$90,149.48

Quote number: 3000016969753.1	Quote date: Aug. 30, 2017	Quote expiration: Sep. 29, 2017
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Company name: CITY OF TEXARKANA	Customer number: 5748463	Phone: (903) 798-3178
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Sales rep information: Ray Kirkpatrick Ray_Kirkpatrick@Dell.com (800) 456-3355 Ext: 5130904	Billing Information: CITY OF TEXARKANA PO BOX 1967 TEXARKANA TX 75504-1967 US (903) 798-3178
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Pricing Summary

Item	Qty	Unit Price	Subtotal
OptiPlex 7050 SFF	65	\$950.00	\$61,750.00
Dell 22 Monitor - P2217H	65	\$179.39	\$11,660.35
Dell USB SoundBar AC511	65	\$26.24	\$1,705.60
Precision Workstation T3620 Mini Tower	7	\$1,227.99	\$8,595.93
Dell Latitude 5580	4	\$1,579.41	\$6,317.64
Dell Urban Briefcase-15	4	\$29.99	\$119.96
Subtotal:			\$90,149.48
Shipping:			\$0.00
Environmental Fees:			\$0.00
Non-Taxable Amount:			\$90,149.48
Taxable Amount:			\$0.00
Estimated Tax:			\$0.00
Total:			\$90,149.48

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Dear Customer,

Your Quote is detailed below; please review the quote for product and information accuracy. If you find errors or desire certain changes please contact me as soon as possible.

Regards,

Ray Kirkpatrick

Order this quote easily online through your [Premier page](#), or if you do not have Premier, using [Quote to Order](#)

SKU	Description	Qty	Unit Price	Subtotal
	OptiPlex 7050 SFF	65	\$950.00	\$61,750.00
	Estimated delivery date: Sep. 6, 2017			
	Contract No: 42AFU			
	Customer Agreement No: DIR-SDD-1951			
338-BKYY	Intel Core i5-7500 (QC/6MB/4T/3.4GHz/65W); supports Windows 10/Linux	65	-	-
619-AHKN	Win 10 Pro 64 English, French, Spanish	65	-	-
630-AAxE	No Productivity for Federal and Premier	65	-	-
329-BDHJ	OptiPlex 7050 SFF with 180W up to 85% efficient Power Supply (80Plus Bronze)	65	-	-
490-BBFG	Intel Integrated Graphics, Dell OptiPlex	65	-	-
370-ADJQ	8GB (2x4GB) 2400MHz DDR4 Memory	65	-	-
631-ABGK	Intel vPro Technology Enabled	65	-	-
400-AOZR	M.2 256GB PCIe Class 40 Solid State Drive	65	-	-
412-AAIL	Thermal Pad	65	-	-
401-AANH	2nd Hard Drive: not included	65	-	-
631-ABGL	Intel Ready Mode Technology	65	-	-
817-BBBN	NO RAID	65	-	-
325-BBRJ	DVD+/-RW Bezel, Small Form Factor	65	-	-
429-AAJV	Tray load DVD Drive (Reads and Writes to DVD/CD)	65	-	-
658-BBTV	CMS Essentials DVD no Media	65	-	-
555-BBKH	No Bcom required	65	-	-
555-BBFO	No Wireless	65	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

385-BBCR	No Media Card Reader	65	-	-
580-AFWH	Dell KB522 Business Multimedia Keyboard for US (English)	65	-	-
570-AACQ	Dell USB Laser 6-Button Mouse	65	-	-
525-0063	Dell Data Protection Endpoint Security Suite Enterprise, 5 yr	65	-	-
807-9603	ProSupport for Dell Data Protection Endpoint Security Suite Enterprise, 5 Years	65	-	-
998-CLIB	Fixed Hardware Configuration	65	-	-
210-AKIP	OptiPlex 7050 Small Form Factor BTX	65	-	-
575-BBKX	No Hard Drive Bracket for Small Form Factor, Dell OptiPlex	65	-	-
450-AAOJ	System Power Cord (Philippine/TH/US)	65	-	-
340-ABJI	No Diagnostic/Recovery CD media	65	-	-
525-BBCL	SupportAssist	65	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	65	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	65	-	-
658-BBRB	Waves Maxx Audio	65	-	-
658-BCUV	Dell Developed Recovery Environment	65	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	65	-	-
332-1286	US Order	65	-	-
340-BKPS	MOD,PLCMT,QSG,7050,SFF,DAO	65	-	-
461-AABF	No CompuTrace	65	-	-
329-BBJL	TPM Enabled	65	-	-
575-BBBI	No Integrated Stand option	65	-	-
470-AAJL	NO ADAPTER	65	-	-
387-BBLW	E-Star 6.1 & TCO 5.0 Driver, Service Install Module	65	-	-
620-AALW	OS-Windows Media Not Included	65	-	-
340-BKFK	Ship Material for Opti 5050 SFF	65	-	-
389-BBUU	Shipping Label for DAO	65	-	-
461-AABV	No Accessories	65	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

389-BRPU	MOD,LBL,REG,SFF,MEX,EPA,7050	65	-	-
389-BDQH	Retail POD	65	-	-
555-BBFO	No Wireless	65	-	-
389-BREQ	Intel Core i5 vPRO Label	65	-	-
817-BBBC	Not selected in this configuration	65	-	-
812-3886	Dell Limited Hardware Warranty Plus Service	65	-	-
812-3900	ProSupport: 7x24 Technical Support, 5 Years	65	-	-
812-3910	ProSupport: Next Business Day Onsite 5 Years	65	-	-
989-3449	Thank you choosing Dell ProSupport. For tech support, visit http://support.dell.com/ProSupport or call 1-866-516-3115	65	-	-
980-7554	Keep Your Hard Drive, 5 Year	65	-	-

SKU	Description	Qty	Unit Price	Subtotal
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Dell 22 Monitor - P2217H

65

\$179.39

\$11,660.35

Estimated delivery date: Sep. 1 - 6, 2017

Contract No: 42AFU

Customer Agreement No: DIR-SDD-1951

210-AIIF	Dell 22 Monitor - P2217H	65	-	-
806-2755	Premium Panel Warranty Advanced Exchange 3 Years	65	-	-
806-2763	Dell Limited Hardware Warranty	65	-	-

SKU	Description	Qty	Unit Price	Subtotal
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Dell USB SoundBar AC511

65

\$26.24

\$1,705.60

Estimated delivery date: Sep. 1 - 6, 2017

Contract No: 42AFU

Customer Agreement No: DIR-SDD-1951

318-2885	Dell Stereo USB Monitor Soundbar AC511	65	-	-
----------	--	----	---	---

SKU	Description	Qty	Unit Price	Subtotal
-----	-------------	-----	------------	----------

Precision Workstation T3620 Mini Tower

7

\$1,227.99

\$8,595.93

Estimated delivery date: Sep. 6 - 11, 2017

Contract No: 42AFU

Customer Agreement No: DIR-SDD-1951

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

338-BLQE	Intel Xeon E3-1240 v6 (Quad Core 3.7GHz, 4.1Ghz Turbo, 8MB)	7	-	-
389-BLMH	Label, Non Active Port,T3620	7	-	-
631-AARS	Dell Precision Tower 3620 Heatsink (80W)	7	-	-
619-AHCR	Windows 10 Pro (64bit) English	7	-	-
630-AAPK	No Productivity Software	7	-	-
338-BLOJ	Dell Precision Tower 3620 Up to 90% efficient 365W Chassis, v2	7	-	-
490-BCSN	AMD FirePro(TM) W4100 2GB (4 mDP) (4 mDP-DP adapters)	7	-	-
370-ADQT	16GB (4X4GB) 2400MHz DDR4 UDIMM Non-ECC	7	-	-
631-AATX	Intel(R) vPro Technology Enabled	7	-	-
400-AIJJ	500GB 2.5inch SATA (7,200 Rpm) Hard Drive	7	-	-
401-AADF	No Additional Hard Drive	7	-	-
401-AADF	No Additional Hard Drive	7	-	-
401-AADF	No Additional Hard Drive	7	-	-
401-AADF	No Additional Hard Drive	7	-	-
411-XXYD	Raid Configuration not over 2 TB	7	-	-
449-BBJZ	C3 SATA / SSD 2.5, 1-2 HD	7	-	-
403-BBCE	Integrated Intel SATA Controller	7	-	-
780-BBCJ	Non RAID	7	-	-
580-AAWP	US English (QWERY) KB-522 Wired Business Multimedia USB Keyboard Black	7	-	-
570-AACP	Dell USB Laser 6-Button Mouse	7	-	-
555-BBJO	No Additional Network Card Selected (Integrated NIC included)	7	-	-
555-BBNG	Thank You for Choosing Dell	7	-	-
817-BBBC	Not selected in this configuration	7	-	-
817-BBBC	Not selected in this configuration	7	-	-
492-BBFF	No PCIe add-in card	7	-	-
429-AAVR	16X Half Height DVD +/- RW	7	-	-
429-AAWK	ODD config MOD for HH ODD only or MCR only	7	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

658-BBTv	CMS Essentials DVD no Media	7	-	-
450-AAFS	US/Philippines Power Cord	7	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	7	-	-
340-AAMH	No Setup and Features Guide	7	-	-
340-ASWP	Dell Precision Resource DVD	7	-	-
620-AALW	OS-Windows Media Not Included	7	-	-
387-BBKN	Energy Star	7	-	-
634-BENZ	No DDP ESS Software	7	-	-
210-AFLI	Dell Precision Tower 3620 XCTO BASE	7	-	-
313-2198	No External Speaker	7	-	-
332-1286	US Order	7	-	-
340-AEYP	SHIP,PWS,LNK,NO,NO,AMF	7	-	-
340-AUOO	Shipping Material for System, Mini Tower, DAO	7	-	-
555-BBNI	No Wireless LAN	7	-	-
389-BHVY	Tower 3620 Regulatory Label DAO	7	-	-
340-AJFC	Kickstart Product Registration	7	-	-
422-0008	Dell Data Protection System Tools Digital Delivery/DT	7	-	-
525-BBCL	SupportAssist	7	-	-
640-BBES	Dell Precision Optimizer	7	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	7	-	-
658-BBMQ	Enable Low Power Mode	7	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	7	-	-
658-BBNH	Waves Maxx Audio	7	-	-
658-BCUV	Dell Developed Recovery Environment	7	-	-
817-BBBC	Not selected in this configuration	7	-	-
389-BDCE	No UPC Label	7	-	-
409-BBCF	No Intel Rapid Start or Smart Connect	7	-	-
389-BHJY	Intel XEON Processor Label	7	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

575-BBCH	No Stand included	7	-	-
989-3449	Thank you choosing Dell ProSupport. For tech support, visit http://support.dell.com/ProSupport or call 1-866-516-3115	7	-	-
997-2808	Dell Limited Hardware Warranty Plus Service	7	-	-
997-2838	ProSupport: 7x24 Technical Support, 5 Years	7	-	-
997-6784	ProSupport: Next Business Day Onsite, 5 Years	7	-	-
980-9194	Keep Your Hard Drive, 5 Year	7	-	-
SKU	Description	Qty	Unit Price	Subtotal
	Dell Latitude 5580	4	\$1,579.41	\$6,317.64
	Estimated delivery date: Sep. 5 - 8, 2017			
	Contract No: 42AFU			
	Customer Agreement No: DIR-SDD-1951			
210-AKJR	Dell Latitude 5580 XCTO	4	-	-
379-BCPL	7th Generation Intel Core i5-7440HQ (Quad Core, 2.80Gz, 6MB cache)	4	-	-
619-AHKN	Win 10 Pro 64 English, French, Spanish	4	-	-
630-AAAXE	No Productivity for Federal and Premier	4	-	-
338-BKOV	Intel(R) Core(TM) i5-7440HQ Processor Base, Integrated HD Graphics 630, Displayport over USB Type-C	4	-	-
409-BBKS	Intel Rapid Storage Technology	4	-	-
631-ABEG	Intel Vpro Technology Enable	4	-	-
370-ADIB	8G (1 X 8G) DDR4 Memory	4	-	-
400-AOWD	2.5" 7mm 500GB 7200rpm HDD	4	-	-
575-BBKV	7MM HDD/SSD Hard Drive Bracket Latitude 5580 and Precision 15P	4	-	-
340-ADBJ	Thank You for Choosing Dell	4	-	-
391-BCZP	39.6cm (15.6") Touch FHD (1920 x1080) with Camera, OTP Lite, WWAN Capable	4	-	-
583-BDPL	Internal US English Qwerty Non-backlit Keyboard	4	-	-
570-AADK	No Mouse	4	-	-
555-BDFW	Intel Dual-Band Wireless-AC 8265 Driver	4	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

555-BDGD	Intel Dual-Band Wireless-AC 8265 Wi-Fi + BT 4.2 Wireless Card (2x2)	4	-	-
362-BBBB	No Wireless WAN Card	4	-	-
451-BBXU	Primary 3-cell 51W/HR Battery	4	-	-
492-BBXF	65W AC Adapter, 3-pin	4	-	-
346-BCET	Dual Point Palmrest with No Security	4	-	-
817-BBBB	No FGA	4	-	-
452-BBSE	No Docking Station	4	-	-
460-BBEX	No Carrying Case	4	-	-
450-AAEJ	US Power Cord	4	-	-
340-ADFZ	Dell Power Manager	4	-	-
525-BBCL	SupportAssist	4	-	-
640-BBLW	Dell(TM) Digital Delivery Cirrus Client	4	-	-
658-BBMR	Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	4	-	-
658-BBRB	Waves Maxx Audio	4	-	-
658-BCUV	Dell Developed Recovery Environment	4	-	-
658-BDKE	System Shipment, Latitude 5580	4	-	-
620-AAOH	No Media	4	-	-
575-BBCH	No Stand included	4	-	-
429-AATO	No Removable CD/DVD Drive	4	-	-
340-ACQQ	No Option Included	4	-	-
332-1286	US Order	4	-	-
430-XXYG	No Resource DVD	4	-	-
340-BKCO	Windows 10 Placemat	4	-	-
387-BBLZ	Energy Star 6.1	4	-	-
800-BBGT	BTO Standard Shipment (S)	4	-	-
389-BREQ	Intel Core i5 vPRO Label	4	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	4	-	-

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

389-BCGW	No UPC Label	4	-	-
340-AAPP	Direct ship Info Mod	4	-	-
340-BKKJ	Mix Model Packaging DAO	4	-	-
389-BEYY	Regulatory Label included	4	-	-
650-AAAM	No Anti-Virus Software	4	-	-
975-3461	Dell Limited Hardware Warranty Extended Year(s)	4	-	-
997-8317	Dell Limited Hardware Warranty	4	-	-
997-8366	ProSupport Plus: Next Business Day Onsite, 1 Year	4	-	-
997-8367	Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	4	-	-
997-8392	ProSupport Plus: Keep Your Hard Drive, 5 Years	4	-	-
997-8393	ProSupport Plus: Next Business Day Onsite, 4 Year Extended	4	-	-
997-8394	ProSupport Plus: Accidental Damage Service, 5 Years	4	-	-
997-8395	ProSupport Plus: 7x24 Technical Support, 5 Years	4	-	-
SKU	Description	Qty	Unit Price	Subtotal
	Dell Urban Briefcase-15	4	\$29.99	\$119.96
	Estimated delivery date: Sep. 6, 2017			
	Contract No: 42AFU			
	Customer Agreement No: DIR-SDD-1951			
460-BBYM	Kit - Dell Urban Briefcase 15 - Fits up to 15" Dell Notebooks	4	-	-
			Subtotal:	\$90,149.4
			Shipping:	\$0.0
			Environmental Fees:	\$0.0
			Estimated Tax:	\$0.0
			Total:	\$90,149.4

Attachment: 2017-102 EXH 'A' Dell PC Quote (1704 : 2017-102 RES Dell Financial Services Lease Purchase Agreement)

Important Notes

Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to a governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale (www.dell.com/learn/us/en/uscorp1/terms-of-sale), which include binding consumer arbitration provision and incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (for [Consumer warranties](#) ; for [Commercial warranties](#)).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply ([Consumer](#); [Commercial](#)). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at <https://mozy.com/about/legal/terms>.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: **Dell Marketing L.P.**

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.



Prepared For:

City of Texarkana

September 1, 2017

Thank you for giving Dell Financial Services L.L.C. ("DFS") the opportunity to provide a technology financing solution. Enclosed is a financing proposal for your new technology needs. We look forward to discussing this opportunity in further detail with you. If you have any questions, please contact me at the phone number or email address below.

Term	48
Option	TELP
Payments:	Annual
Consolidation:	Monthly
Payments Due:	Advance
Interim Rent:	None

Dell Quote Number	Summary Product Description	Product Price	Quantity	Extended Price	Rate Factor	4 Payments
3000016969753.1	OptiPlex 7050 SFF	\$ 950.00	65	\$61,750.00	0.26728	\$16,504.54
3000016969753.1	Dell 22 Monitor - P2217H	\$ 179.39	65	\$11,660.35	0.26728	\$3,116.58
3000016969753.1	Dell USB SoundBar AC511	\$ 26.24	65	\$1,705.60	0.26728	\$455.87
3000016969753.1	Precision Workstation T3620 Mini Tower	\$ 1,227.99	7	\$8,595.93	0.26728	\$2,297.52
3000016969753.1	Dell Latitude 5580	\$ 1,579.41	4	\$6,317.64	0.26728	\$1,688.58
3000016969753.1	Dell Urban Briefcase-15	\$ 29.99	4	\$119.96	0.26728	\$32.06
TOTALS				\$90,149.48		\$24,095.15

Proposal Expiration Date:

October 1, 2017

Leasing and financing provided by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") to qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Proposal is property of DFS, contains confidential information and shall not be duplicated or disclosed in whole or part. Proposal is not a firm offer of financing. Pricing and rates based upon the final amount, configuration and specification of the supplied equipment, software, services or fees. Prorata payment may be due in the first payment cycle. Proposal excludes additional costs to customer such as shipping, maintenance, filing fees, applicable taxes, insurance and similar items. Proposal valid through the expiration date shown above, or if none is specified, for 30 calendar days from date of presentation.

End of Term Options:**Tax Exempt Lease Purchase (TELP):**

- Exercise the option to purchase the products for \$1.00.
- Return all products to lessor at the lessee's expense.

Caren Wright

FSR

Dell | Financial Services

office + 512-728-6628

caren_wright@dell.com**Additional Information:**

LEASE QUOTE: The Lease Quote is exclusive of shipping costs, maintenance fees, filing fees, licensing fees, property or use taxes, insurance premiums and similar items which shall be for Lessee's account. Lessee will pay payments and all other amounts without set-off, abatement or reduction for any reason whatsoever. Additionally, Lessee shall declare and pay all sales, use and personal property taxes to the appropriate taxing authorities. **If you are sales tax exempt, please provide a copy of your Exemption Certificate with the Lease Contract.** If Lessee provides the appropriate tax exemption certificates to DFS, sales and use taxes will not be collected by DFS. However, if your taxing authority assesses a **personal property tax** on leased equipment, and if DFS pays that tax under your lease structure, Lessee must reimburse DFS for that tax expense in connection with the Lessee's lease.

PURCHASE ORDER: The Purchase Order must be made out to Dell Financial Services L.L.C., One Dell Way, RR8-23, Round Rock, TX 78682. The Purchase Order will need to include the quote number, quantity and description of the equipment. Please be sure to indicate that the PO is for a lease order and shows the type of lease, the term length, and payment frequency. The date of the lease quote referenced should be included. Please be sure to include any applicable shipping costs as a line item and include your address as the SHIP TO destination.

INSURANCE: The risk of loss on the equipment is borne solely by the Lessee. Lessee shall be required to purchase and maintain during the Term (i) comprehensive public liability insurance naming Lessor as additional insured; and (ii) "all-risk" physical damage insurance in a minimum amount of the Purchase Price, naming DFS as first loss payee.

APPROPRIATION COVENANT: The Lease will contain an appropriation of funds clause. The Lessee will covenant that it shall do all things legally within its power to obtain and maintain funds from which the payments may be paid.

DOCUMENTATION: In addition to a duly executed Agreement, other documents as reasonably requested by DFS may be required, such as but not limited to, opinions of counsel, IRS tax exemption forms (if applicable), and audited financials.

PROPOSAL VALIDITY / APPROVALS: This is a proposal based upon market conditions and is valid for 30 days, is subject to final credit approval, review of the economics of the transaction, and execution of mutually acceptable documentation.

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: