CITY OF TEXARKANA

CITY COUNCIL

AGENDA ● OCTOBER 14, 2024

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

220 TEXAS BLVD., TEXARKANA, TX 75501

Mayor

Bob Bruggeman

Ward 1	Ward 3	Ward 5
Jean H. Matlock	Steve Thompson	Cole Meador
Ward 2	**Ward 4**	**Ward 6**
Mary Hart	Christie Page	Jay Davis



Vision

The vision of the City is to be a thriving regional center for education, business, and culture which attracts and serves our residents and visitors.

Mission

The mission of the City is to provide customer-focused public services and regional leadership that serve our residents and visitors while offering a safe, vibrant, and welcoming community.

The City Council reserves the right to convene into closed session on any agenda item or issue if applicable pursuant to authorization by the Texas Open Meetings Act (Title 5, Chapter 551 of the Texas Government Code), and will reconvene into open session before taking any final action, decision, or vote on a matter deliberated.

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

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER COLE MEADOR

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings
Monday, October 28, 2024, at 6:00 p.m.
Tuesday, November 12, 2024, at 6:00 p.m.
Monday, December 9, 2024, at 6:00 p.m.

Parks & Recreation Activities

Oct 15th	Fall Farmers Market - 4pm to 7pm	Spring Lake Park
Oct 16th - 19th	Major League Fishing Regional Tournament - 7:30 am to 3:30 pm	Lake Wright Patman Sportsman's Cove
Oct 17th	Fall Festival - 4pm	Spring Lake Park
Oct 17th	Movies in the Park **"E.T."** 6:30 pm	Spring Lake Park
Oct 22nd	Fall Farmers Market 4pm to 7pm	Spring Lake Park
Oct 24th	Movies in the Park **"The Town that Dreaded Sundown"** - 6:30 pm	Spring Lake Park

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

Perot Theatre Events
The "Rocky Horror Picture Show" will be featured on Friday, October 18th. The show will begin at 8:00 pm.

A charity event featuring "Jay Leno"will be held on Saturday October 26th at 7:30 pm.

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

IV. OPEN FORUM: COMMENTS FROM THE PUBLIC

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

V. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

VI. ITEMS FOR CONSIDERATION

Consent Items

1. Consider approval of the minutes of the Regular Meeting of the City Council held on September 23, 2024 at 6:00 PM.

2. Resolution No. 2024-123 approving the Texarkana Regional Airport Executive Director executing a Phase II agreement with McClelland Engineering, for construction of the Apron, in the amount of Two Hundred Fifty-Two Thousand, Six Hundred Eleven Dollars and Eighty-Seven Cents ($252,611.87), approved in the Texarkana Regional Airport FY24 capital budget.

   Public Hearing:
   Council Vote: October 14, 2024

3. Resolution No. 2024-124 approving the Texarkana Regional Airport Executive Director to execute a Phase II agreement with GDS, LLC dba Ambrozi Contracting for construction of the Apron in the amount of Two Million, One Hundred Sixty-Eight Thousand, Six Hundred Ten Dollars ($2,168,610) approved in the Texarkana Regional Airport FY24 capital budget.

   Public Hearing:
   Council Vote: October 14, 2024

4. Resolution No. 2024-125 approving the Texarkana Regional Airport Executive Director to execute an agreement with McClalland Engineering for runway 4/22 extend/expand design in the amount of Four Hundred Eighty Thousand, Three Hundred Seventy-Six Dollars and Ninety-Seven Cents ($480,376.97) approved in the Texarkana Regional Airport FY24 capital budget.

   Public Hearing:
   Council Vote: October 14, 2024

5. Resolution No. 2024-126 approving the Texarkana Regional Airport Executive Director to execute an agreement with McClelland Engineering for runway 4/22 extend/expand design in the amount of Eighty Thousand Fifty Dollars ($80,050) approved in the Texarkana Regional Airport FY24 capital budget.

   Public Hearing:
   Council Vote: October 14, 2024

Action Items

6. Resolution No. 2024-119 nominating one (1) of five (5) candidates for membership on the Board of Directors for the Bowie Central Appraisal District.

   Public Hearing:
   Council Vote: October 14, 2024

7. Resolution No. 2024-127 authorizing the City Manager to execute an agreement for design build services with Bill Patton for The Assembly Line project in an amount not to exceed Two Million Dollars ($2,000,000), with funds budgeted in the 2023 Bond Fund (Fund 426).

   Public Hearing:
   Council Vote: October 14, 2024

VII. FIRST BRIEFINGS

1. Resolution No. 2024-120 approving the Texarkana Airport Authority approving a right-of-way easement for the Southwestern Electric Power Company (SWEPCO) to place an electrical transformer.

   Public Hearing: October 28, 2024
   Council Vote: October 28, 2024

2. Resolution No. 2024-121 approving the Texarkana Airport Authority approving an easement with Project Moonbeam to clear and maintain property south of E. 19th Street, Texarkana, Arkansas.

   Public Hearing: October 28, 2024
   Council Vote: October 28, 2024

3. Resolution No. 2024-122 approving the Texarkana Regional Airport Executive Director sending the 2025-2030 Capital Improvement Plan in the amount of One Hundred Thirty-Five Million, Six Hundred Fifty-One Thousand, Four Hundred Two Dollars ($135,651,402) to the Federal Aviation Administration (FAA).

   Public Hearing: October 28, 2024
   Council Vote: October 28, 2024

4. Resolution No. 2024-128 adopting the City's investment policy.

   Public Hearing:
   Council Vote: October 28, 2024

5. Resolution No. 2024-130 adopting the City's Budget Strategic Plan.

   Public Hearing:
   Council Vote: October 28, 2024

VIII. PUBLIC HEARINGS

1. Resolution No. 2024-112 approving the funding of a loan from the Facade Revolving Loan Fund program for construction of facade improvements by Hayes Days Holdings, LLC to the buildings at 216-224 W. 3rd Street, Texarkana, Texas in an amount not to exceed $50,000 for two properties, for a total of $100,000.

   Public Hearing: October 14, 2024
   Council Vote: October 14, 2024

2. Ordinance No. 2024-114 rezoning from Industrial-1 to Single Family-3 on Lot 3, Block 2, Carpenters addition, located at 2302 James Street. Billy Jacobs, owner.

   Public Hearing: October 14, 2024
   Council Vote: October 14, 2024

3. Ordinance No. 2024-115 granting a Specific Use Permit to allow the location of a single wide HUD code manufactured home on Lot 3, Block 2, Carpenters Addition, located at 2302 James Street. Billy Jacobs, owner.

Public Hearing: October 14, 2024
Council Vote: October 14, 2024

IX. CITY MANAGER'S REPORT

X. ADMINISTRATIVE COMMENTS

1. City Council
2. City Staff

XI. ADJOURNMENT

Jennifer Evans
City Secretary

This open meeting of a governmental entity is subject to the Texas Open Meetings Act (Chapter 551, Government Code). The "Council Chambers" is the room or property where the City Council will hold this meeting.

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

Pursuant to Section 46.03, Penal Code (places weapons prohibited), subsection (a)(14), a person commits an offense if the person intentionally, knowingly, or recklessly possesses or goes with a firearm, location-restricted knife, club, or prohibited weapon [listed in Penal Code Section 46.05(a)] in the room or rooms where a meeting of a governmental entity is held, if the meeting is an open meeting subject to Chapter 551, Government Code, and if the entity provided notice as required by that chapter.

This facility is wheelchair accessible and handicap parking is available. If you plan to attend this public meeting and you have a disability that requires special arrangements or accommodations, please call 903-798-3900 or (TTY) 1-800-RELAY TX (1-800-735-2989) at least 48 hours in advance.

CITY OF TEXARKANA

CITY COUNCIL

MINUTES • SEPTEMBER 23, 2024

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

220 TEXAS BLVD., TEXARKANA, TX 75501

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

ee Name	Title	Status	Arrived
uggeman	Mayor	Present	
Matlock	Ward 1	Present	
art	Ward 2	Present	
hompson	Ward 3	Absent	
Page	Ward 4	Present	
eador	Ward 5	Absent	
is	Ward 6	Present	

Staff Present: City Manager David Orr, Jennifer Evans, Kristin Peeples, Kris Smith, Laura Puckett, Daphnea Ryan, J.W. Bramlett, Chris Black, Dusty Henslee, Lisa Thompson, Brooke Stone, Chiquita Burks, and Vashil Fernandez.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER MARY HART

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings
Monday, October 14, 2024, at 6:00 p.m.
Monday, October 28, 2024, at 6:00 p.m.
Tuesday, November 12, 2024, at 6:00 p.m.

Parks & Recreation Activities

Sept 24th	Fall Farmers Market - 4pm to 7pm	Spring Lake Park
Sept 25th	Walk Through History Tours - 10am	Spring Lake Park
Sept 27th	Cycle Through History Tours - 5:30pm	City Hall Parking Lot
Oct 1st	Fall Farmers Market - 4pm to 7pm	Spring Lake Park
Oct 2nd	Walk Through History Tours - 10am	Spring Lake Park

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

Oct 4th	Cycle Through History Tours - 5:30pm	City Hall Parking Lot
Oct 8th	Fall Farmers Market - 4pm to 7pm	Spring Lake Park

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

Community-wide Opioids Education Workshop
The **Opioid Education and Narcan Training** will be held on Tuesday, September 24th at Texarkana College, Truman Arnold Center, 2500 N. Robison Road in Texarkana, Texas.

Lunch will be served at 11:30 a.m. and the program begins at noon. The workshop is free and open to the public.

City and KTB Fall Sweep
On Saturday, September 28th, the city, in partnership with Keep Texarkana Beautiful (KTB), will host the **Fall Sweep** cleanup event from 8:00 a.m. to noon.

There will be four Waste Management drop-off locations for bulk waste and trash (excluding electronics, paint, tires, and batteries):

Rosehill (Milam and W 13th) - 1303 Milam St, Texarkana, TX 75501
New Town, Polly Chapel Baptist - 2123 Spruce St, Texarkana, TX 75501
Beverly Community Center - 901 Lumpkin St, Texarkana, TX 75501
Liberty-Eylau, Findley Park - 410 Findley Street, Texarkana, TX 75501

For more information, please call Planning & Community Development at 903-798-3904.

Perot Theatre Event
The **Stephanie Urbina Jones and the Honky Tonk Mariachi** will be featured on Saturday, September 28th. The show will begin at 7:30 p.m. Tickets for Perot Theatre shows are available at perottheatre.org

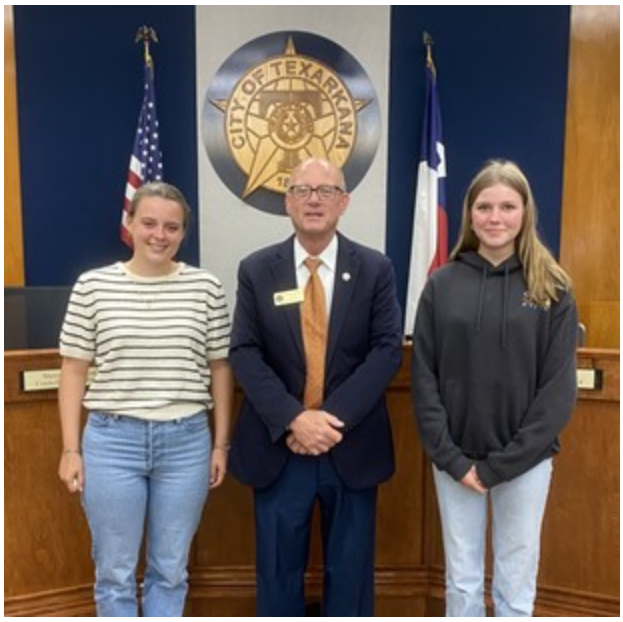
National Night Out
The **National Night Out Celebration** will be held on Tuesday, October 1st from 5pm to 9pm. This annual event promotes community partnerships with the Police Department and all first responders. Residents can register a neighborhood block party at www.texarkanapolice.net <http://www.texarkanapolice.net>.

Exchange Student Program
Dr. Brandy Moore, area representative of **Face the World,** introduced two exchange students currently attending Texas High School: Louise Herman (Belgium) and Julie Angerer (Germany), staying with host family Doug & Christina Dietz.

Louise said one noticeable difference in the U.S. is the manner of transportation, whereas, Julie said the school system is very different here. Both girls are enjoying their experience and what they are learning in America.

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

Mayor Bruggeman provided some comments about the history of Texarkana, presented each with a city lapel pin, and thanked them for coming to the council meeting.



IV. OPEN FORUM: COMMENTS FROM THE PUBLIC

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

There were no public comments made at Open Forum.

V. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Council made no appointments or reappointments to any board, commission, or committee.

VI. ITEMS FOR CONSIDERATION

Consent Items

(6:26 p.m.)

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

1. Consider approval of the minutes of the Regular Meeting of the City Council held on September 9, 2024 at 6:00 PM.

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

2. Ordinance No. 2024-110 authorizing the City Manager to execute a contract with Francis Excavating LLC of Texarkana, Texas, for an amount not to exceed Three Million, One Hundred Sixty-Five Thousand, Twenty-Five Dollars and Eight Cents ($3,165,025.08), for the Galleria Oaks and Moores Lane street reconstruction project, with funds budgeted in the 2022 Bond Fund (Fund 425), and approving the reconstruction of Galleria Oaks Drive to 34' wide.

   Public Hearing:
   Council Vote: September 23, 2024

3. Resolution No. 2024-111 authorizing the City Manager to execute a local on-system agreement (LOSA) with the Texas Department of Transportation (TxDOT) for the Galleria Oaks and Moores Lane Street Reconstruction Project.

   Public Hearing:
   Council Vote: September 23, 2024

Action Items

4. Resolution No. 2024-107 approving the reappointment of Commissioner Jo Ann Rice to the Civil Service Commission.

   Public Hearing:
   Council Vote: September 23, 2024

   City Manager Orr briefed this action item.
   (6:27 p.m.)

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

5. Resolution No. 2024-113 confirming the City Manager's appointment of Brandon Washington to the Civil Service Commission for an unexpired term that ends August 7, 2025.

   Public Hearing:
   Council Vote: September 23, 2024

   City Manager Orr briefed this action item.
   (6:28 p.m.)

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

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

6. Ordinance No. 2024-108 authorizing the City Manager to accept an EPA Brownfields Job Training Grant in the amount of $500,000, enter into a sub-grant with Texarkana College, execute all necessary contracts and documents, and amend budgeted revenues and expenditures for FY25 adding the amount of Five Hundred Thousand Dollars ($500,000) to EPA Job Training Fund 206.

   Public Hearing:
   Council Vote: September 23, 2024

   Daphnea Ryan briefed this action item.
   (6:31 p.m.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Christie Page, Ward 4
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Bruggeman, Matlock, Hart, Page, Davis
ABSENT:	Thompson, Meador

7. Resolution No. 2024-109 supporting an application, in partnership with the City of Texarkana, Arkansas, for EPA Brownfields Community Wide Assessment grant funds for Texarkana, USA in the amount of Five Hundred Thousand Dollars ($500,000).

   Public Hearing:
   Council Vote: September 23, 2024

   Daphnea Ryan briefed this action item.
   (6:32 p.m.)

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

VII. FIRST BRIEFINGS

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

1. Resolution No. 2024-112 approving the funding of a loan from the Facade Revolving Loan Fund program for construction of facade improvements by Hayes Days Holdings, LLC to the buildings at 216-224 W. 3rd Street, Texarkana, Texas in an amount not to exceed $50,000 for two consecutive years, for a total of $100,000.

   Public Hearing: October 14, 2024
   Council Vote: October 14, 2024

   Lisa Thompson briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 10/14/2024 6:00 PM

2. Ordinance No. 2024-114 rezoning from Industrial-1 to Single Family-3 on Lot 3, Block 2, Carpenters addition, located at 2302 James Street. Billy Jacobs, owner.

   Public Hearing: October 14, 2024
   Council Vote: October 14, 2024

   Laura Puckett briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 10/14/2024 6:00 PM

3. Ordinance No. 2024-115 granting a Specific Use Permit to allow the location of a single wide HUD code manufactured home on Lot 3, Block 2, Carpenters Addition, located at 2302 James Street. Billy Jacobs, owner.

   Public Hearing: October 14, 2024
   Council Vote: October 14, 2024

   Laura Puckett briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 10/14/2024 6:00 PM

VIII. PUBLIC HEARINGS

1. Resolution No. 2024-106 approving a Memorandum of Understanding with Texarkana College.

   Public Hearing: September 23, 2024
   Council Vote: September 23, 2024

   There were no public comments made at this hearing.
   (6:37 p.m.)

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

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

IX. CITY MANAGER'S REPORT

September Sales Tax
Sales tax receipts for the month of September (July sales) totaled $1,917,141.76 an increase of 11.04% compared to the same month in the prior year. Fiscal year to date collections totaled $18,091,681.58 a decrease of $46,874.81 (-0.26%) compared to last year.

Excluding the February adjustments from a local energy company, fiscal year to date collections would have totaled $18,509,426.58, an increase of $370,870.19 (2.04%) compared to last year.

TWU Annual Chlorine Conversion and Flushing Program
Last week, TWU began a chlorine conversion and flushing program that will last approximately four weeks. Most customers will not notice any change in water quality; however, some people may detect a chlorine smell or have discolored water as TWU is flushing. TWU will have a press release and information on the city's website. For any questions, please do not hesitate to contact Gary Smith at TWU.

X. ADMINISTRATIVE COMMENTS

1. City Council

   Council had no administrative comments for staff.

2. City Staff

   Staff had no administrative comments for council.

XI. CLOSED SESSION

The City Council convened into closed session pursuant to Section 551.071 (Consultation with Attorney -- *In re: Steward Health Care System LLC, et al.*, No. 24-90213, U.S. Bankruptcy Court, S.D. Tex., Houston Div.).

XII. RECONVENED INTO OPEN SESSION

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:28 p.m.)

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

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

Minutes Acceptance: Minutes of Sep 23, 2024 6:00 PM (Consent Items)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/2/2024 4:24 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-123 approving the Texarkana Regional Airport Executive Director executing a Phase II agreement with McClelland Engineering, for construction of the Apron, in the amount of Two Hundred Fifty-Two Thousand, Six Hundred Eleven Dollars and Eighty-Seven Cents ($252,611.87), approved in the Texarkana Regional Airport FY24 capital budget.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Texarkana Regional Airport is expanding the passenger terminal apron, the engineering cost is $252,611.87. The FAA is providing a 90% grant and the remaining 10% will be covered by the Arkansas Division of Aeronautics, with no local matching funds.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-123 RES Airport Apron Phase II Construction. (MCE) (DOCX)
b. 2024-123 ATTH 01 Apron Phase II Construction TAA Reso. 072524G (PDF)
c. 2024-123 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:24 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:40 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 123

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR PHASE II EXECUTING AN AGREEMENT FOR CONSTRUCTION OF THE APRON IN THE AMOUNT OF $252,611.87 APPROVED IN THE TEXARKANA REGIONAL AIRPORT FY24 CAPITAL BUDGET; AND ESTABLSHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved Work Order 16 with Resolution No. 072524G (**ATTH 01**) on July 25, 2024; and

WHEREAS, this project was approved in the Texarkana Regional Airport FY24 Capital Budget; and

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

WHEREAS, Section 6-31 of Texarkana Arkansas, City Code and Section 4-25 of Texarkana Texas, City Code requires the cities to approve any expenditure over $25,000; and,

WHEREAS, the Federal Aviation Administration (FAA) has offered a 90% grant in the amount of $2,184,499 for the phase II construction of a commercial apron for the new terminal; and,

WHEREAS, the 10% match required for this grant will be provided by the Arkansas Division of Aeronautics, resulting in no local funds used to match the project.

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

SECTION 1: The City Council approves the Texarkana Regional Airport Executive Director executing an agreement with McClelland Engineering for Apron Phase II construction in the amount of $252,611.87.

Attachment: 2024-123 RES Airport Apron Phase II Construction. (MCE) (4338 : 2024-123 RES Airport Apron Phase II w MCE)

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October**, **2024**.

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-123 RES Airport Apron Phase II Construction. (MCE) (4338 : 2024-123 RES Airport Apron Phase II w MCE)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 072524G
A RESOLUTION APPROVING WORK ORDER 16 WITH MCCLELLAND ENGINEERING FOR PHASE II APRON CONSTRUCTION IN THE AMOUNT OF $252,611.87

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

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

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

WHEREAS, The FAA broke the new terminal apron into three phases; and,

WHEREAS, Phase II of construction is necessary to allow aircraft to divert or remain overnight; and,

WHEREAS, Engineering Costs will be covered by a FAA Airport Improvement Plan Grant;

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing Work Order 16 for Phase II construction in the amount of $252,611.87.

Adopted this 25th day of July, 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-123 ATTH 01 Apron Phase II Construction TAA Reso. 072524G (4338 : 2024-123 RES Airport Apron Phase II w MCE)

City of Texarkana, Texas

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

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

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

Attachment: 2024-123 Goals & Perspectives (4338 : 2024-123 RES Airport Apron Phase II w MCE)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/10/2024 12:12 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-124 approving the Texarkana Regional Airport Executive Director to execute a Phase II agreement with GDS, LLC dba Ambrozi Contracting for construction of the Apron in the amount of Two Million, One Hundred Sixty-Eight Thousand, Six Hundred Ten Dollars ($2,168,610) approved in the Texarkana Regional Airport FY24 capital budget.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

Item Schedule

Updates/History of Briefing:

(Insert Date Here):
(Insert Text Here) or Select, Delete this and all text with parentheses and say "NOT APPLICABLE"

Executive Summary and Background Information:

Potential Options:

- List or "None"
-

Fiscal Implications:
(Insert Text Here)

Staff Recommendation:
(Insert Text Here)

Advisory Board/Committee Review:
(Advisory Board/Committee Name OR say "NONE")

Board/Committee Recommendation:
(Insert Date Here):
(Insert Text Here or say "NOT APPLICABLE")

Advisory Board/Committee Meeting Date and Minutes:
(Insert Minutes Here) or Select, Delete this and all text in this area and say "NOT APPLICABLE"

Attachments

a. 2024-124 RES Apron Phase II Construction GDS (DOCX)
b. 2024-124 ATTH 01 TAA Reso. No. 082224A (PDF)
c. 2024-124 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:25 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:40 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 124

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT FOR PHASE II CONSTRUCTION OF THE APRON IN THE AMOUNT OF $2,168,610 APPROVED IN THE TEXARKANA REGIONAL AIRPORT FY24 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority accepted the Federal Aviation Administration (FAA) grant with Resolution No. 082224A (**ATTH 01**) on August 22, 2024, for Apron Phase II construction in the amount of $2,184,499; and

WHEREAS, this project was approved in the Texarkana Regional Airport FY24 Capital Budget; and

WHEREAS, GDS, LLC dba Ambrozi Contracting successfully bid to do the work under this grant for the amount of $2,168,610; and

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

WHEREAS, Section 6-31 of Texarkana Arkansas City Code and Section 4-25 of Texarkana Texas City Code requires the cities to approve any expenditure over $25,000; and,

WHEREAS, the FAA has offered a 90% grant in the amount of $2,184,499 for the phase II construction of a commercial apron for the new terminal; and,

WHEREAS, the 10% match required for this grant will be provided by the Arkansas Division of Aeronautics, resulting in no local funds used to match the project.

Attachment: 2024-124 RES Apron Phase II Construction GDS (4339 : 2024-124 RES Airport Apron Phase II Constr w GDS)

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

SECTION 1: The City Council approves the Texarkana Regional Airport Executive Director executing an agreement with GDS, LLC dba Ambrozi Contracting for Apron Phase II construction in the amount of $2,168,610.

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October, 2024**.

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-124 RES Apron Phase II Construction GDS (4339 : 2024-124 RES Airport Apron Phase II Constr w GDS)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 082224A
A RESOLUTION APPROVING ACCEPTING THE AIRPORT IMPROVEMENT PROGRAM GRANT FOR APRON PHASE II CONSTRUCTION

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

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

WHEREAS, Section 6-33 of Texarkana AR City Code and Section 4-27 of Texarkana TX City Code allow the authority to receive and hold all revenues derived from operation of the airport; and,

WHEREAS, the FAA has offered a 90% grant in the amount of $2,184,499 for the phase II construction of a commercial apron for the new terminal; and,

WHEREAS, the 10% match required for this grant will be provided by the Arkansas Division of Aeronautics, resulting in no local funds used to match the project; and,

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director executing necessary paperwork to accept the FAA Airport Improvement Program Grant.

Adopted this 22nd day of August, 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-124 ATTH 01 TAA Reso. No. 082224A (4339 : 2024-124 RES Airport Apron Phase II Constr w GDS)

City of Texarkana, Texas

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

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

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

Attachment: 2024-124 Goals & Perspectives (4339 : 2024-124 RES Airport Apron Phase II Constr w GDS)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 10/2/2024 4:25 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-125 approving the Texarkana Regional Airport Executive Director to execute an agreement with McClalland Engineering for runway 4/22 extend/expand design in the amount of Four Hundred Eighty Thousand, Three Hundred Seventy-Six Dollars and Ninety-Seven Cents ($480,376.97) approved in the Texarkana Regional Airport FY24 capital budget.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Texarkana Regional Airport is extending the primary runway 4-22 by 500'. The design and related surveys for this project are being done by McClelland Engineering for $480,376.97. This is being paid for by an Airport Improvement Plan Grant in the amount of 90%. The remaining 10% will be matched by Arkansas Division of Aeronautics. There will be no local match for these funds.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-125 RES Runway Extension Design (480) (DOCX)
b. 2024-125 ATTH 01 TAA Reso. 032724B (PDF)
c. 2024-125 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:25 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:39 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 125

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT FOR RUNWAY 4/22 EXTEND/EXPAND DESIGN IN THE AMOUNT OF $480,376.97 APPROVED IN THE TEXARKANA REGIONAL AIRPORT FY24 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved the work order with Resolution No. 032724B (**ATTH 01**) in the amount of $480,376.97 on March 28, 2024; and

WHEREAS, this project was approved in the Texarkana Regional Airport FY24 Capital Budget; and

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

WHEREAS, Section 6-31 of Texarkana Arkansas City Code and Section 4-25 of Texarkana Texas City Code requires the cities to approve any expenditure over $25,000; and,

WHEREAS, the Federal Aviation Administration (FAA) has offered a 90% grant in the amount of $506,634 for phase I design of extending/expanding runway 4/22; and,

WHEREAS, the 10% match required for this grant will be provided by the Arkansas Division of Aeronautics, resulting in no local funds used to match the project.

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

SECTION 1: The City Council approves the Texarkana Regional Airport Executive Director to execute an agreement with McClelland Engineering for Runway 4/22 Extend/Expand Design in the amount of $480,376.97.

Attachment: 2024-125 RES Runway Extension Design (480) (4340 : 2024-125 RES Airport Runway Ext. Design MCD (480))

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-125 RES Runway Extension Design (480) (4340 : 2024-125 RES Airport Runway Ext. Design MCD (480))

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 032724B
A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR SIGN WORK ORDER 14 WITH MCCLELLAND ENGINEERING FOR RUNWAY EXTENSION DESIGN

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

WHEREAS, the Airport Authority is entrusted with the power to plan, develop, construct and improve the airport; and

WHEREAS, the Airport received $8,100,000 as a community funded project from Congressman Westerman to extend runway 4-22 by 500'; and,

WHEREAS, before construction can begin the surfaces will need to be designed and reviewed by the Federal Aviation Administration; and,

WHEREAS, McClelland Engineering is the contracted on-call engineer for the Texarkana Regional Airport; and,

WHEREAS, McClalland Engineering has provided a work order in the amount of $480,376.97;

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

SECTION 1. Mr. Ferdinand Mehrlich, Airport Executive Director, is authorized to sign work order 14 for runway extension design.

Adopted this 28th day of March, 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-125 ATTH 01 TAA Reso. 032724B (4340 : 2024-125 RES Airport Runway Ext. Design MCD (480))

City of Texarkana, Texas

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

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

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

Attachment: 2024-125 Goals & Perspectives (4340 : 2024-125 RES Airport Runway Ext. Design MCD (480))

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/8/2024 11:02 AM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-126 approving the Texarkana Regional Airport Executive Director to execute an agreement with McClelland Engineering for runway 4/22 extend/expand design in the amount of Eighty Thousand Fifty Dollars ($80,050) approved in the Texarkana Regional Airport FY24 capital budget.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Texarkana Regional Airport is extending the primary runway 4-22 by 500'. The design and related surveys for this project are being done by McClelland Engineering for $80,050. This is being paid for by an Airport Improvement Plan Grant in the amount of 90%. The remaining 10% will be matched by Arkansas Division of Aeronautics. There will be no local match for these funds.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-126 RES Runway Extension Design w MCE (80) (DOCX)
b. 2024-126 ATTH 01 TAA Reso. 072524H (PDF)
c. 2024-126 ATTH 02 WO #17 500' Extension Obstruction Survey (PDF)
d. 2024-126 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:25 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:39 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 126

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH MCCLELLAND ENGINEERING FOR RUNWAY 4/22 EXTEND/EXPAND DESIGN IN THE AMOUNT OF $80,050 APPROVED IN THE TEXARKANA REGIONAL AIRPORT FY24 CAPITAL BUDGET; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved the work order with Resolution No. 072524H (**ATTH 01**) in the amount of $80,050 on July 25, 2024; and

WHEREAS, this project was approved in the Texarkana Regional Airport FY24 Capital Budget; and

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

WHEREAS, Section 6-31 of Texarkana Arkansas City Code and Section 4-25 of Texarkana Texas City Code requires the cities to approve any expenditure over $25,000; and,

WHEREAS, the Federal Aviation Administration has offered a 90% grant in the amount of $506,634 for phase I design of extending/expanding runway 4/22; and,

WHEREAS, the 10% match required for this grant will be provided by the Arkansas Division of Aeronautics, resulting in no local funds used to match the project.

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

SECTION 1: The City Council approves the Texarkana Regional Airport Executive Director executing an agreement with McClelland Engineering for Runway 4/22 Extend/Expand Design in the amount of $80,050.

Attachment: 2024-126 RES Runway Extension Design w MCE (80) (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October**, **2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-126 RES Runway Extension Design w MCE (80) (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 072524H
A RESOLUTION APPROVING WORK ORDER 17 WITH MCCLELLAND ENGINEERING FOR 500' EXTENSION OBSTRUCTION SURVEY IN THE AMOUNT OF $80,050

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

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

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

WHEREAS, The FAA is requiring an obstruction survey for the new 500' extension of runway 4; and,

WHEREAS, The survey is necessary to assure clearances and approve construction of the new runway; and,

WHEREAS, Engineering Costs will be covered by a FAA Airport Improvement Plan Grant;

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing Work Order 17 for 500' Extension Obstruction Survey in the amount of $80,050.

Adopted this 25th day of July, 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-126 ATTH 01 TAA Reso. 072524H (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

WORK ORDER NO. 17

ENGINEERING AND SURVEY SERVICES
FOR THE
RUNWAY 4 500' EXTENSION DESIGN
FAA REQUIRED OBSTRUCTION SURVEY
TEXARKANA REGIONAL AIRPORT (TXK)
TEXARKANA, ARKANSAS

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 25th day of August, 2021, between **McClelland Consulting Engineers, Inc.**, hereinafter referred to as the ENGINEER or MCE and the **Texarkana Regional Airport Authority**, hereinafter referred to as AUTHORITY.

ARTICLE 1

The AUTHORITY intends to improve the Texarkana Regional Airport by preforming an obstruction survey as required by the FAA for the design of the Runway 4 500' Extension. The AUTHORITY has requested the ENGINEER to assist in the project development, obstruction survey, and report writing and project deliverables to accomplish this project.

The ENGINEER will complete the following summary of engineering services under Work Order No. 17. Subsequent Work Orders will be developed as other needs arise.

SECTION 1 - SCOPE OF SERVICES

Task No. 1 – Obstruction Survey

The ENGINEER with the help of its sub-consultant, Martinez Geospatial, will provide an obstruction survey to fulfill the FAA-AGIS data collection requirements for runway construction projects requiring advance submittal of safety-critical data. The work completed shall be in accordance with AC-150/5300-16B, 17C, and 18B. The following tasks will be completed to provide a complete obstruction survey:

- Survey Preparations – A meeting will be set up with the ENGINEER, its sub-consultants, and the AUTHORITY to establish safety, communication, airside restrictions, and future airfield construction activity considerations. Safety of the Airport and its users will be the number one priority of this project.
- Planning Preparations – Research will be performed on all available aeronautical websites, including but not limited to AVN, AirNAV and NASR, to review any safety critical data listed on the FCC and OEAAA websites. The survey will be scheduled and coordinated with the airport director and appropriated facility staff at this time.
- Geodetic Control Survey – Field reconnaissance will be used to recover any existing control data in the immediate vicinity of the airport. Primary and/or Secondary Control Stations (PACS/SACS) will be inventoried and used as Temporary Survey Marks (TSMs).
- Photogrammetric Control Survey – All ground control will be used for determining and controlling the aero-triangulation solution. This control will be used to build a flight layout based on the specifications outlined in the project requirements.
- Runway Surveys – An RTK GPS survey will be used to measure runways 04/22 centerline profile and outline the edge of the runway. The runway survey will be performed in accordance with FAA Advisory Circular 150/5300-18B (AC-18B). This data, in conjunction with the 500' extension design data, will be used to determine the runway lengths and make any adjustments to the published lengths as necessary.
- Navigations Aids (NAVAIDS) Inventory – The ENGINEER will identify and survey all electronic and visual NAVAIDs associated with the airport along with their associated runway abeam points as required in AC-18B. This will also include inventory of any proposed NAVAIDS during design.

Attachment: 2024-126 ATTH 02 WO #17 500' Extension Obstruction Survey (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

- Aerial Imagery Acquisition and Geo-referencing - The capture of aerial photography will be completed once the ground control stations are set and the tree canopies are in full bloom, providing full 'leaf-on' conditions. The imagery will be collected at 6-inch GSD resulting in a ground resolution of 10-30 cm in size.
- Obstruction Analysis – An Airport Airspace Analysis will be performed in accordance with AC 150/5300-18B. This task will be performed in order to comply with the requirements of the FAA Airports-GIS Program for projects involving the development of instrument procedures.
- Ortho Imagery - In support of the data collection efforts and government photogrammetric analysis and acceptability determination, the required deliverables as specified in AC 150/5300-17C "General Guidance and Specifications for Aeronautical Surveys: Airport Imagery Acquisition and Submission to the National Geodetic Survey" will be acquired.
- Survey Requirements – All survey tasks required in FAA Advisory Circular 150/5300-16, 17, and 18 will be collected and provided to the FAA in the final deliverable.
- MCE will research and review existing survey data and legal descriptions to establish the north and east property line to design the Runway 4 extension. The scope of services does not include a full boundary survey of airport property

Task No. 2 – Report Writing and Project Deliverables

- The National Geodetic Survey (NGS) will be provided copies of the deliverables for validation of the survey.
- The ENGINEER will submit all required deliverables to the FAA through the Airport Data Information Portal (ADIP) including:
    - Statement of Work Report
    - Aerial Imagery / Remote Sensing Plan
    - Survey & quality Control Plan
    - Aerial Photography Acquisition Report
    - Digital Ortho Imagery
    - Comprehensive FAA Airport-GIS Shapefiles
    - Non-AGIS Obstacle Data
- The ENGINEER will deliver a final imagery acquisition report for both existing and proposed projects to the NGS for acceptance. The final flight line photographs and digital copies of the image files, triangulation files, and camera/lens calibration reports will be provided to the AUTHORITY.
- The ENGINEER will update the Runway 4/22 data on the Airport Layout Plan (ALP) drawings to show the 500' runway extension and update any NAVAID locations once the project is complete.
- The ENGINEER will e-file notice of the revised Airport Layout Plan in OE/AAA.
- The ENGINEER will coordinate with the Arkansas Division of Aeronautics (ADA) to update the Airport's 5010 Master Record.

Items not included in this proposal:
Boundary Survey
Environmental Permitting or Studies

Attachment: 2024-126 ATTH 02 WO #17 500' Extension Obstruction Survey (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

ARTICLE 2

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

SECTION 2 - PAYMENT

The ENGINEER will be compensated for service based on a Lump Sum fee NOT to exceed basis payable as the work progresses. The following is a listing of work description and associated fees:

Task No. 1 Obstruction Survey..... $75,500.00

Task No. 2 Report Writing and Project Deliverables..... $4,550.00

TOTAL FEE $80,050.00

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

ARTICLE 5

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

FOR TEXARKANA REGIONAL AIRPORT AUTHORITY

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

Dated the _____day of _____, 2024

Attest: _____

FOR McCLELLAND CONSULTING ENGINEERS, INC.

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

Dated the _____day of _____, 2024

Attest: _____
Matthew Vinyard, P.E., Project Manager

Attachment: 2024-126 ATTH 02 WO #17 500' Extension Obstruction Survey (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

City of Texarkana, Texas

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

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

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

Attachment: 2024-126 Goals & Perspectives (4341 : 2024-126 RES Airport Runway Ext. Design w MCE (80))

City of Texarkana, Texas

Version: A

Briefing Sheet

Update Date: 10/10/2024 10:26 AM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2024-119 nominating one (1) of five (5) candidates for membership on the Board of Directors for the Bowie Central Appraisal District.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

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 past, this has been done in the fall of odd-numbered years. This process was recently changed during a special legislative session. Due to this change, the Board of Directors that were nominated in October 2023 and subsequently appointed in December 2024 to begin serving January 2025 are all up for re-appointment again this year. Section 6.03 of the Texas 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 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. The City's current representative on the board is Jay Davis.

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

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. 2024-119 RES Nominee for BCAD Board (DOC)
b. 2024-119 Goals & Perspectives (DOCX)
c. 2024-119 ATTH 01 2025 Board of Directors Election Email (PDF)
d. 2024-119 ATTH 02 2025 Board of Directors Election Email (PDF)
e. 2024-119 ATTH 03 Term Limits (PDF)
f. 2024-119 ATTH 04 Letter from BCAD (PDF)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	10/02/2024 12:45 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:39 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024-119

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, NOMINATING ONE (1) OF FIVE (5) CANDIDATES FOR MEMBERSHIP 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, 2024; and

WHEREAS, Section 6.03 of the Texas Property Tax Code permits this Council to nominate, by Resolution, one candidate for each of the five positions to be filled on the Board of Directors of the Bowie Central Appraisal District; 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; and

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

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

SECTION 1: That the following named person(s) be and are hereby nominated by this Council as candidate(s) for a position as director on the Board of Directors of the Bowie Central Appraisal District, each to serve commencing on January 1, 2025:

SECTION 2: That the Mayor provide a duplicate original executed copy of this Resolution to the Chief Appraiser as required by the Texas Property 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 **14th day of October, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-119 RES Nominee for BCAD Board (4334 : 2024-119 RES Nominating BCAD Board Member)

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: 2024-119 Goals & Perspectives (4334 : 2024-119 RES Nominating BCAD Board Member)

From: Mike Brower
To: sspear@bowieappraisal.org
Subject: FW: [Membercads] entity election October 1 deadline
Date: Tuesday, October 1, 2024 10:52:15 AM
Attachments: Untitled attachment 00125.txt
BOARD ELECTIONS AND APPOINTMENTS.xlsx

From: Membercads <membercads-bounces@taadlists.org> **On Behalf Of** Brent South
Sent: Thursday, September 19, 2024 8:44 AM
To: membercads@taadlists.org
Subject: [Membercads] entity election October 1 deadline

Just a friendly reminder to the 50 “populous” CAD’s:

The five BOD members that were appointed by the entities last year are all up for re-appointment again this year. The deadline to send out the nomination request is before October 1.

This appointment process calls for two members to serve a 1 year- term and three members to serve a 3-year term.

See the attached timeline for details.

Thanks,
Brent

Attachment: 2024-119 ATTH 01 2025 Board of Directors Election Email (4334 : 2024-119 RES Nominating BCAD Board Member)

From: sspear@bowieappraisal.org
To: Jennifer Matteson; jshipley@dktx.org; "Mike Smith"; citysecretary@cityofhooks.org; jpate@hubbardisd.net; jdear@learyisd.net; rcmansfield22@gmail.com; cityofleary@windstream.net; r.win8484@gmail.com; jeff.wright@leisd.net; frank.rougeau@leisd.net; sstarrett@maltaisd.net; tvandeaver@maudisd.net; "Vicki May"; dbowers@nashtx.org; jstuddard@nashtx.org; Jackie Barnwell; citysecretary@nbcity.org; deputysec@nbcity.org; "Chad Pirtle"; gholbrook@pgisd.net; Lacy McMillon; secretary@cityofredlicktx.com; Tess Baker; "Dessie Whelchel"; Brown. Jana; Anita Clay; TEX-Peeples, Kristin L.; jim.roberts@cityofwakevillage.com; "Hoover, Robert B."; "Bobo, Hunter L."; valerie.tatum@texarkanacollege.edu; countyjudge@bowiecounty.org; bobby.howell@bowiecounty.org
Subject: 2025 Board of Directors Election
Date: Tuesday, October 1, 2024 2:40:55 PM
Attachments: DOC100124-002.pdf
FW Membercads entity election October 1 deadline.msg

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find the enclosed attachment concerning election of 2025 District Board Members. The legislation changed the procedures on the election process in one of the special sessions. Please see attached email that was forwarded to Mike. Included in the email is a spreadsheet that details how the dates and terms will be going forward. Until we can get further direction on how to nominate the terms please just get us a resolution for nomination by October 15th. I will keep you updated as I know more.
If you would like a hard copy mailed to you or have any questions, please let me know.

Thank you,
Sha Spear, RTA
Assistant Tax Assessor Collector
Bowie Central Appraisal District
903-793-8936 Ext 217

Attachment: 2024-119 ATTH 02 2025 Board of Directors Election Email (4334 : 2024-119 RES Nominating BCAD Board Member)

BOARD OF DIRECTORS	LENGTH OF TERM	BEGIN TERM	END TERM	# OF DIRECTORS	SB 2	EFFECTIVE IMMEDIATELY
APPOINTED DIRECTORS						
APPOINTED BY DECEMBER 15, 2023	1 YEAR	1/1/2024	12/31/2024	5	5.13(d)	The term of an appraisal district director serving on December 31, 2024 expires on January 1, 2025.
APPOINTED BY DECEMBER 31, 2024	1 YEAR	1/1/2025	12/31/2025	2	5.13(d)	Not later than December 31, 2024 taxing units shall appoint five directors to serve beginning January 1, 2025. Two shall be appointed to serve a term of one year.
APPOINTED BY DECEMBER 31, 2024	3 YEAR	1/1/2025	12/31/2027	3	5.13(d)	Not later than December 31, 2024 taxing units shall appoint five directors to serve beginning January 1, 2025. Three shall be appointed to serve a term of three years.
APPOINTED BY DECEMBER 31, 2025	4 YEAR	1/1/2026	12/31/2029	2	5.13(d)	Thereafter all appointed directors serve a term of four years.
APPOINTED BY DECEMBER 31, 2027	4 YEAR	1/1/2028	12/31/2031	3	5.13(d)	Thereafter all appointed directors serve a term of four years.
THE COUNTY ASSESSOR/COLLECTOR SERVES AS AN EX OFICIO DIRECTOR.						
ELECTED DIRECTORS						
MAY 2024 UNIFORM ELECTION	2.5 YEAR	7/1/2024	12/31/2026	3	5.13(a)	Appraisal district directors (three) shall be elected beginning with the election May 2024, with an effective office date of July 1, 2024 that expires on December 31, 2026.
NOVEMBER 2026 GENERAL ELECTION	2 OR 4 YR	1/1/2027	varies	3	5.13(b)	Following the initial election (May 2024) directors shall be elected beginning with the general election in November 2026, with an effective office date of January 1, 2027.
ALL DRAW LOTS TO DETERMINE 2 OR 4 YEARS	2 YEAR	1/1/2027	12/31/2028	1	5.13(c)	At the January 2027 meeting elected directors draw lots to determine which shall serve a two year term and which two will serve a four year term.
THEREAFTER ALL SERVE 4 YEAR TERMS	4 YEAR	1/1/2027	12/31/2030	2	5.13(c)	Thereafter all shall serve four-year terms.
NOVEMBER 2028 GENERAL ELECTION	4 YEAR	1/1/2029	12/31/2032	1	5.13(c)	Thereafter all shall serve four-year terms.
NOVEMBER 2030 GENERAL ELECTION	4 YEAR	1/1/2031	12/31/2034	2	5.13(c)	Thereafter all shall serve four-year terms.

Attachment: 2024-119 ATTH 03 Term Limits (4334 : 2024-119 RES Nominating BCAD Board Member)

Attachment: 2024-119 ATTH 03 Term Limits (4334 : 2024-119 RES Nominating BCAD Board Member)

BOWIE CAD

Bowie Central Appraisal District

122 Plaza West, Suite A
Post Office Box 6527
Texarkana, TX 75505-6527
Phone (903) 793-8936
Fax (903) 792-8889

710 James Bowie Dr.
Post Office Box 967
New Boston, TX 75570-0967
Phone (903) 628-5493
Fax (903) 628-2087

Attachment: 2024-119 ATTH 04 Letter from BCAD (4334 : 2024-119 RES Nominating BCAD Board Member)

September 30, 2024

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 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 nominee(s) 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 year 2025.

BOWIE CENTRAL APPRAISAL DISTRICT
September 30, 2024
Vote Calculation For District Board
Years 2025

JURISDICTION	2023	%	NUMBER OF VOTES
BOWIE COUNTY	$28,711,856.45	21.023%	1,051
NEW BOSTON CITY	$1,148,508.57	0.841%	42
DE KALB CITY	$429,230.95	0.314%	16
HOOKS CITY	$708,153.16	0.519%	29
RED LICK CITY	$98,617.33	0.072%	4
LEARY CITY	$14,187.46	0.010%	1
MAUD CITY	$231,968.27	0.170%	8
NASH CITY	$2,046,547.34	1.499%	75
REDWATER CITY	$76,900.96	0.056%	3
TEXARKANA CITY	$21,638,815.55	15.844%	792
WAKE VILLAGE CITY	$1,161,902.66	0.851%	43
MALTA ISD	$183,370.61	0.134%	7
NEW BOSTON ISD	$5,011,539.53	3.670%	183
DE KALB ISD	$1,898,801.32	1.390%	70
LEARY ISD	$368,621.07	0.270%	13
HOOKS ISD	$2,806,835.18	2.055%	103
RED LICK ISD	$3,079,034.15	2.255%	113
LIBERTY EYLAU ISD	$6,486,671.99	4.750%	237
MAUD ISD	$825,391.60	0.604%	30
PLEASANT GROVE ISD	$12,447,355.80	9.114%	456
REDWATER ISD	$3,035,857.76	2.223%	111
SIMMS ISD	$1,232,769.62	0.903%	45
TEXARKANA ISD	$34,114,958.03	24.980%	1,249
HUBBARD ISD	$167,393.97	0.123%	6
TEXARKANA COLLEGE	$8,645,201.00	6.330%	317
TOTALS	$136,570,490.33	100.000%	5,000

Attachment: 2024-119 ATTH 04 Letter from BCAD (4334 : 2024-119 RES Nominating BCAD Board Member)

City of Texarkana, Texas

Version: E

Briefing Sheet

Update Date: 10/9/2024 8:54 PM

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,

Subject: Resolution No. 2024-127 authorizing the City Manager to execute an agreement for design build services with Bill Patton for The Assembly Line project in an amount not to exceed Two Million Dollars ($2,000,000), with funds budgeted in the 2023 Bond Fund (Fund 426).

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/14/2024

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The Assembly Line project was approved as part of the projects for the 2023 Bond Fund. This project consists of remodeling the old Discovery Place Children's Museum at 215 N. Stateline Avenue into a two-story office space building. This project is a partnership between the City of Texarkana, Texas, City of Texarkana, Arkansas, Texarkana College, Texas A&M University – Texarkana, University of Arkansas – Hope, and AR-TEX REDI.

A design build project consisting of architectural and construction services is needed for the project. Bill Patton is an approved vendor on the cities professional services list for architectural services (Res. 2024-065). Attached is the proposed design build agreement with Bill Patton for this work.

Potential Options:

- Approve Contract
- Not Approve Contract

Fiscal Implications:

Funds are available in the 2023 Bond Fund

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-127 Goals & Perspectives (DOCX)
b. 2024-127 ATTH 01 Design Build Contractv2 (DOCX)
c. 2024-127 ATTH 02 RES amd Prof. Svcs. 065 Architectural signed (PDF)
d. 2024-127 RES Design Build for the Assembly Line (jcl rev 2) (DOCX)

Staff Coordination

Public Works Department	Dusty Henslee	Department Head Review	Completed	10/07/2024 8:39 AM
Public Works Department	Angela Humphrey	Reviewer	Completed	10/08/2024 7:23 AM
Finance Department	Kristin Peeples	Review	Completed	10/08/2024 4:53 PM
City Attorney	Jeffery C. Lewis	Review	Completed	10/10/2024 8:15 PM
City Manager	David Orr	City Manager Review	Completed	10/10/2024 10:30 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved:	No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

Attachment: 2024-127 Goals & Perspectives (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

AGREEMENT FOR DESIGN BUILD SERVICES

This agreement for Design/Build services (The "Agreement" is made and entered into this ___ day of _____, 2024 by and between the City of Texarkana, Texas ("City") and Bill Patton with an address of 1610 Valley View Circle, Texarkana, AR 71854 (the "Design/Builder").

RECITALS

WHEREAS, Owner desires to enter into an agreement with Design/Builder for alterations and renovation to the existing Discovery Place Children's Museum located at 219 N. State Line Avenue, Texarkana, Bowie County, Texas for AR-TX REDI to develop a two story office space called "The Assembly Line" (the "Project"); and

WHEREAS, based upon Design/Builder's qualifications and related submissions, Owner has selected Design/Builder for the Project;

WHEREAS, Owner and Design/Builder desire to enter into this Agreement regarding the design and construction of the Project;

NOW, THEREFORE, for and in consideration of the terms and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I.

GENERAL DESCRIPTION OF SERVICES

1.1 Services. The Design/Builder agrees to furnish or arrange for the architectural, engineering and construction services set forth herein and required for completion of the Project on a Guaranteed Maximum Price (hereinafter defined) basis. Design/Builder represents that it is thoroughly familiar with and understands the requirements of the Project scope and is experienced in the design, administration and construction of building projects of the type and scope contemplated by the Owner's Project. Design/Builder represents to the Owner that Design/Builder has all necessary architectural, engineering and construction education, skill, knowledge and experience required for the Project, and will maintain at all times during the term of this Agreement such personnel on its staff to provide the services contemplated hereby within the time periods required hereby. In addition, Design/Builder represents that it or Owner-approved subcontractors performing services under this Agreement have all applicable licenses required by the State of Texas to perform such services.

1.2 Project Schedule/Time of the Essence. Design/Builder has provided Owner with a preliminary overall Project schedule covering the planning, design and construction of

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

the Project, which schedule is attached hereto as **Exhibit "B"**. This preliminary schedule shall serve as the framework for the subsequent development of all detailed construction schedules described in the Design/Build General Terms and Conditions. The Design/Builder shall at all times carry out its duties and responsibilities as expeditiously as possible and in accordance with the Project schedule, subject to delays in the schedule not the fault of Design/Builder or its consultants. Time is of the essence in the performance of this Agreement.

1.3 Cooperation. The Design/Builder shall endeavor to develop, implement, and maintain, a spirit of cooperation, collegiality, and open communication with Owner so that the goals and objectives of each are clearly understood, potential problems are resolved promptly, and, upon completion, the Project is deemed a success by all parties.

1.4 Preparation/Sufficiency of Site. Before commencing the design and construction work the Design/Builder shall (i) visit and thoroughly inspect the Project Site and any structure(s) or other manmade features to be modified and become familiar with local conditions under which the Project will be constructed and operated; (ii) familiarize itself with the survey, if necessary, including the location of all existing buildings, utilities, conditions, streets, equipment, components and other attributes having or likely to have an impact on the Project; (iii) familiarize itself with the Owner's layout and design requirements, conceptual design objectives, and budget for the Project; (iv) familiarize itself with pertinent Project dates and programming needs, including the Project schedule; (v) review and analyze all project geotechnical, Hazardous Substances, structural, chemical, electrical, mechanical and construction materials tests, investigations and recommendations; and (vi) gather any other information necessary for a thorough understanding of the Project. If the Project involves modifications to any existing structure(s) or other man-made feature(s) on the Project site, the Design/Builder shall also review all as-built and record drawings, plans and specifications of which Design/Builder has ben informed by Owner about and thoroughly inspect the existing structure(s) and man-made feature(s) to identify existing deficiencies and ascertain the specific locations of pertinent structural components. Claims by Design/Builder resulting from Design/Bulder's failure to familiarize itself with the Site or pertinent documents shall be deemed waived.

1.5 Project Team. Design/Builder will use the Project Team identified on **Exhibit "C"**. Design/Builder will not remove or replace any members of the Project Team except with the written approval of Owner based upon good cause shown or as directed by Owner as provided hereunder. Further, if any member of the Project Team discontinues service on the Project for any reason whatsoever, Design/Builder shall promptly replace such team member with a qualified individual approved by Owner, in writing, which approval will not be unreasonably withheld.

1.6 Contract of Design/Build Construction. The "Contract for Design/Build Construction," which constitute the entire agreement between Owner and Design/Builder, consists of: this Agreement and all exhibits thereto; the Design/Build General Terms and Conditions;

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

special conditions, if any; proposal(s) submitted by Design/Builder and accepted by Owner, if any; the Construction Documents; any change order(s) or field orders; and the additional documents listed on **Exhibit "A"**, if any. Documents not included or expressly contemplated in this Section do not, and shall not, form any part of the Contract for Design/Build Construction. Without limiting the generality of the foregoing, shop drawings and other submittals from the Design/Builder or its subcontractors and suppliers do not constitute a part of the Contract for Design/Build Construction.

ARTICLE 2.

OWNER'S DUTIES, OBLIGATIONS AND RESPONSIBILITIES

2.1 Project Information. Design/Builder acknowledges that Owner has provided Design/Builder with information regarding Owner's requirements for the Project.

2.2 Owner's Budget. The Owner shall establish and update an overall budget for the Project, including amounts allocated for design and construction, and the Owner's other costs and reasonable contingencies related to these costs as appropriate.

2.3 Owner's Representative. The Owner shall designate a representative authorized to act on the Owner's behalf with respect to the Project.

2.4 Time for Performance. The Owner shall review and approve or take other appropriate action on all design submittals of the Design/Builder within the timeframes set forth in Exhibit "B".

2.5 Property Survey. If required, the Owner shall furnish, or direct the Design/Builder to obtain , at the Owner's expense, a survey describing physical characteristics, legal limitations and utility locations for the Project site, and a written legal description of the Project site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data pertaining to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths.

2.6 Geotechnical Testing. If required, the Owner shall furnish, or direct the Design/Builder to obtain, at the Owner's expense, the services of geotechnical engineers as necessary for the Project. Such services may include, but are not limited to, test borings, test pits, sub-surface imaging, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, ground corrosion and resistivity tests, including necessary operations for anticipating subsoil conditions, with reports and appropriate Design/Builder recommendations.

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

2.7 Purpose of Owner's Review. Owner's review, inspection or approval of any Work, Design Documents, Applications for Payment or other submittals shall be solely for the purpose of determining whether the same are generally consistent with Owner's Project goals, standards, policies and requirements. No review, inspection, or approval by Owner of such Work or documents shall relieve Design/Builder of its responsibility for the performance of its obligations under the Contract for Design/Build Construction or the accuracy, adequacy, fitness suitability, or coordination of its Design Services or the Work. Approval by any governmental or other regulatory agency or other governing body of any Work, Design Document or the Construction Documents shall not relieve Design/Builder of responsibility for the performance of its obligations under this Agreement. Payment by Owner pursuant to the Contract for Design/Build Construction shall not constitute a waiver of any of Owner's rights under the Contract for Design/Bid Construction or at law, and Design/Builder expressly accepts the risk that defects in its performance, if any, may not be discovered until after payment, including final payment, is made by Owner. Notwithstanding the foregoing, prompt written notice shall be given by the Owner to the Design/Builder if the Owner becomes aware of any fault or defect in the Project or non-conformance with the Contract for Design/Build Construction.

2.8 Status of Owner. The Owner shall not have control or charge of construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Design/Builder, for any of the foregoing purposes, be deemed the agent of the Owner.

2.9 Owner's Utilities. The Design/Builder shall be responsible to provide and pay for consumption of, and connections to, utilities required for temporary service and construction.

ARTICLE 3.

DESIGN SERVICES REQUIREMENTS AND STANDARDS

3.1 Quality of Design Services. Design/Builder shall be responsible for the quality, completeness, accuracy, and coordination of Design and Construction Documents. Design/Builder shall provide Design Services that meet all environmental and regulatory requirements. Design/Builder shall provide all testing and inspections required by sound architectural and engineering practices and by governmental authorities having jurisdiction over the Project.

3.2 Errors and Omissions. The Design/Builder shall, at no additional cost to the Owner, immediately make additions, changes and corrections to any documents prepared by Design/Builder necessitated by errors and omission in the Design/Builder's performance of its services. In addition, Design/Builder shall not be entitled to any compensation or adjustment in the Guaranteed Maximum Price ("GMP") for additional work required as a result thereof, provided, upon Owner's written approval, Design/Builder may use

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

contingency funds to pay for Work not included in the Construction Documents which add value to the Project (but expressly excluding any demolition or other costs related to the substitution of such Work for previously installed Work and associated design fees). The foregoing shall not relieve Design/Builder for liability to Owner for any damages, including costs incurred by Owner after termination in whole or in part of this Agreement, resulting from any error or omissions by Design/Builder in the course of its duties under this Agreement.

3.3 Legal Standard. The Design/Builder shall furnish design/build services in accordance with design/build standards currently practiced by design/builders on projects similar in size, complexity and cost to the Project.

3.4 Design Standards. The Design/Builder shall perform all services in accordance with requirements of governmental agencies having jurisdiction over the Project, the City of Texarkana, Texas' policies and project management guides, and any other guidelines described on **Exhibit "A"**. In addition, the Design/Builder's design shall comply with all applicable building codes, accessibility laws and regulations, and other standards in effect at the time of the design work. To the extent Owner's standards exceed applicable legal requirements, such standards shall be met unless Design/Builder obtains a variance from Owner in writing.

3.5 Permits. Design/Builder shall be responsible for obtaining all necessary permits and other governmental approvals necessary for the development of the Project and shall obtain the same at the times necessary to meet the Project schedule.

3.6 Notice of Non-Compliance with Law. If Design/Builder believes or is advised by another design professional retained to provide services on the Project that implementation of any instruction received from Owner would cause a violation of any applicable law, Design/Builder shall promptly so notify Owner in writing.

ARTICLE 4.

BASIC DESIGN AND PRE-CONSTRUCTION SERVICES.

4.1 Project Requirements. The Design//Builder shall meet with the Owner to ascertain the requirements of the Project.

4.2 Program Evaluation. The Design/Builder shall provide a preliminary evaluation of the Owner's Project goals, schedule and construction budget requirements, each in terms of the other.

4.3 Recommended Testing and Surveys. After reviewing the Project requirements, the Design/Builder shall advise the Owner of the tests and surveys that should be conducted prior to the development of plans and specifications.

4.4 Project Alternatives. The Design/Builder shall review with the Owner alternative approaches to design and construction of the Project.

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4.5 Submittal Requirements. When the Design/Builder makes submittals to the Owner at the various phase of design, the Design/Builder shall comply with the requirements for such submittals set forth on **Exhibit D**.

4.6 On-Site Program and Budget Verification. During the design phases, Design/Builder agrees to provide, as part of Basic Services, on-site program and budget verification to determine the design is desirable and acceptable to Owner and potential end user groups, and within Owner's budget.

4.7 Conceptual Schematic Design (CSD). Based on the approved Project details, schedule, and construction budget requirements, the Design/Builder shall prepare several alternative design solutions. The Design/Builder shall present these alternatives to the Owner, making submittals of studies, consisting of sketches and initial concepts in accordance with schedule requirements. After receiving the Owner's comments, the Design/Builder shall prepare for approval by the Owner, Conceptual Schematic Design Studies which shall represent one or more recommended solutions. The submittal shall consist of documents, including sketches, initial concepts, orientation, and relationships to existing and future programmed projects.

4.8 Design Development Phase. Based on the approved Schematic Design Documents and any adjustments authorized by the Owner in the Project, schedule, or construction budget, the Design/Builder shall prepare, for approval by the Owner, Design Development Documents consisting of drawings, three dimensional renderings and other documents to fix and describe the size and character of the Project as to architectural, structural, mechanical, plumbing, fire protection and electrical systems, materials and such other elements as may be appropriate. The Design/Builder shall submit the Design Development Documents to the Owner for review in accordance with schedule requirements.

4.9 Construction Documents Phase. Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the construction budget authorized by the Owner, the Design/Builder shall prepare and submit to Owner Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project. Construction Documents shall be provided to Owner at the 60% stage and then 100% in accordance with schedule requirements. In the event Owner elects to fast-track the design of certain portions of the Project, Design/Builder shall submit only 100% Construction Documents for such fast-tracked portions (such portions being described on **Exhibit E** and hereinafter referred to as "Phase 1"), and 60% and 100% Construction Documents for the remainder of the Project (such portion hereinafter referred to as "Phase 2"). Any fees associated with fast tracking Phase 1 of the Project are included in the fee schedule.

4.10 Construction Reports. At each phase of preliminary design, the Design/Builder shall provide, in addition to design drawings, a report detailing construction issues and concerns relating to the design, in light of Owner's goals, and the Project, with detail

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appropriate to the level of design. Without limitation of the foregoing , the construction report shall:

(1) include an estimate of overall construction cost, with Design/Builder's contingency associated with the cost of the Work no greater than the percentages set forth in **Exhibit E**:

(2) identify conceptual decisions that were made or will need to be made which are necessary to prepare accurate cost reports with the fewest assumptions, qualifications and exclusions;

(3) provide an analysis and evaluation of jobsite management, site logistics, budget and schedule considerations considered in preparation of the design drawings;

(4) provide an analysis and evaluation of the constructability issues which were addressed in preparing the design drawings or which need to be addressed during future design phases; and

(5) provide an analysis and evaluation of each of the design drawings in regard to the completeness of intended bid categories, conflicts or overlaps in the divisions of the Work, design details affecting construction, value engineering, identification of long-lead materials affecting the Construction Schedule, availability of labor and other factors affecting construction.

4.11 Construction Schedules. Design/Builder shall submit an initial Construction Schedule by the date set forth on **Exhibit E**; a final Construction Schedule with the Guaranteed Maximum Price proposal; and revised Construction Schedules in accordance with the Design/Build General Terms and Conditions.

4.12 GMP Proposal.

4.12.1. At the time set forth on **Exhibit E**, the Design/Builder shall prepare and deliver to the Owner, a Guaranteed Maximum Price ("GMP") proposal. Design/Builder acknowledge, covenants and agrees that the Guaranteed Maximum Price for the Project shall under no circumstances exceed Two Million Dollars ($2,000,000.00) includes ALL costs, expenses, or any charge whatsoever. The Design/Builder shall, at a minimum, include in the GMP proposal:

1) a recital of the specific Construction Documents, including drawings, specifications, and all addenda thereto, used in preparation of the GMP proposal;
2) the five (5) elements of the Guaranteed Maximum Price:
    a. Guaranteed Maximum Cost of the Work, detailed by each subcontract, trade or bid division;
    b. The Design/Builder's Contingency for the Work;
    c. Guaranteed Maximum Design/Builder's Staffing Cost, detailed by expense category;
    d. Guaranteed Maximum General Conditions Cost (includes bond & insurance costs), detailed by expense category; and
    e. Guaranteed Maximum for Design/Builder's Overhead and Profit.

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3) A draft schedule of values;
4) A description of all other inclusions to, or exclusions from, the GMP;
5) All assumptions and clarifications; and
6) The final Construction Schedule.

4.12.2 The Design/Builder acknowledges that the Construction Documents may be incomplete at the time the Design/Builder delivers the GMP proposal, and that the Construction Documents may not be completed until after commencement of the Work. Nevertheless, the GMP proposal shall include all costs for the Work required by the completed Construction Documents, and if the GMP proposal is accepted by the Owner, the Design/Builder shall be entitled to no increase in the GMP if the Work required by the completed Construction Documents (i) is required by the Contract for Design/Builder Construction; (ii) is reasonably inferable from the incomplete documents; (iii) is consistent with the Owner's programmatic goals and objectives; (iv) is consistent with the Owner's Design and Construction Standards and the general industry standards for completion for the Work, (v) is not a substantial enlargement of the scope of Work; or (vi) substantially conforms to the nature, type, kind or quality of Work depicted in the incomplete documents.

4.12.3. If the GMP proposal is unacceptable to the Owner, the Owner shall promptly notify the Design/Builder in writing. Within fourteen (14) calendar days of such notification, the Owner, and Design/Builder shall meet to discuss and resolve any differences, inconsistencies or misunderstandings and to negotiate a recommended adjustment to the Work and/or to the GMP.

4.12.4. The Owner may, at its sole discretion and based upon its sole judgment: (i) indicate its acceptance of a GMP proposal; (ii) reject a GMP Proposal; (iii) terminate the Project; or (iv) proceed to construct the Project using a party or parties other than the Design/Builder.

4.12.5. If the Owner rejects a GMP proposal, either party shall have any further obligation pursuant to this Agreement.

4.13.1 Price Guarantees:

(1) Upon execution of **Exhibit F** the Design/Builder guarantees that the (i) sum of the actual Cost of the Work, (ii) Design/Builder's Contingency, (iii) Design/Builder's Staffing Costs, (iv) General Conditions Cost, and (v) Design/Builder's Overhead and Profit, shall not exceed the amount set forth in the agreed upon GMP. All costs or expenses that would cause this sum to exceed the GMP shall be borne by the Design/Builder unless adjusted by Owner approved change order.

(2) Upon execution of **Exhibit F** the Design/Builder guarantees that the actual Cost of the Work, Design/Builder's Staffing Costs, General Conditions Cost and Design/Builder's Overhead and Profit shall not exceed the guaranteed maximum

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for each such category and that all costs or expenses that would cause any of these individual categories to exceed the guaranteed maximum for each such category in the agreed upon GMP shall be borne by the Design/Builder unless adjusted by Owner approved change order.

(3) Upon execution of **Exhibit F** the Design/Builder certifies that all factual unit costs supporting the GMP proposal are accurate, complete and current at the time of negotiations; and that any other factual unit costs that may be furnished to the Owner in the future to support any additional amounts that may be authorized will also be accurate and complete. Payments to the Design/Builder shall be reduced if the Owner determines such amount were originally included due to materially inaccurate, incomplete, or non-current factual unit costs.

(4) Upon execution of **Exhibit F,** the Design/Builder guarantees that to the extent the accepted GMP includes contingency, use of contingency shall be approved by Owner by change order prior to expenditure by the Design/Builder.

4.14 Corrected/Conformance Document Set. The Design/Builder shall submit to the Owner a Corrected/Conformance Document Set incorporating all design review comments, revisions or suggestions elicited during development of the Guaranteed Maximum Price Proposal, or pre-bid inquiries, and other modifications made after the 100% complete Construction Documents have been submitted to the Owner in accordance with schedule requirements.

ARTICLE 5.

ADDITIONAL DESIGN SERVICES

5.1 Additional Services. If the services described in this Article 5 are not included in Basic Services or reasonably inferable therefrom, they shall be paid for by the Owner as provided in this Agreement in addition to the compensation for Basic Services. The Additional Services shall be performed only if authorized in writing by the Owner prior to their performance. Providing additional design services made necessary by defects or deficiencies in the Work by Design/Builder shall not entitle Design/Builder to compensation.

5.2 Fees. For Additional Services described in this Article 5, a lump sum or not -to-exceed amount which is satisfactory to both parties shall be negotiated on each occasion of activating a specific additional services authorization. The Design/Builder's staff costs associated therewith shall be based on the hourly rates agreed to.

5.3 Certain Traditional Additional Services Considered Basic Services. If Owner has determined that Owner requires certain services which are traditionally considered Additional Services for the purpose of calculating the Design/Builder's fees, such services are described on **Exhibit C.** For purpose of this Agreement, such services constitute Basic Services.

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5.4 Additional Design Services.

Design professional representation of the Project site more extensive than that described in the Project documents includes:

1) Making revisions in Drawings, Specifications or other documents but if, and only if, such revisions are:
   a. Inconsistent with approvals or instructions previously given by the Owner; or
   b. Required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents and not reasonably foreseeable at the time of the preparation of such documents.
2) Providing services required because of significant changes in the Project including, but not limited to, size, quality, complexity and the Owner's schedule.
3) Preparing Drawings, Specifications and other documentation and supporting data in connection with Change Orders which require design or redesign, and which are not required to correct the Construction Documents or which are not due to oversights of the Design/Builder.
4) Providing consultation concerning replacement of Work damaged by fire or other cause during construction, and furnishing services required in connection with the replacement of such Work not covered by Design/Builder's insurance.
5) Providing services in connection with a public hearing or legal proceeding except where the Design/Builder is a party thereto.
6) Providing interior design and other similar services required for, or in connection with, the selection, procurement or installation of furniture, furnishings and related equipment.
7) Providing design services after issuance by the Owner of the final payment to the Design/Builder, except for those services described in Article 6.

Notwithstanding anything to the contrary herein, Design/Builder shall not be entitled to additional design fees if the same are necessitated by the fault of Design/Builder.

ARTICLE 6.

CONSTRUCTION PHASE SERVICES

6.1 General Intent. Design/Builder shall perform all Work and construction administration services necessary to construct the Project in accordance with the Contract for Design/Build Construction and to render the Project and all of its components and operations functionally and legally usable.

6.2 Role During and After Construction. Although the design and construction of the Project are being provided through a design/build delivery method, because no additional design professionals have been retained by Owner to provide oversight during construction and warranty phase services, the Design/Builder on the Project Team shall be responsible for providing the services described herein. Such services shall be provided by the

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Design/Builder without regard to the conflict of interests associated with the design/build delivery method.

6.3 The Design/Builder shall carry out the Construction Administration services set forth herein. To the extent the terms of this Agreement and the Design/Build General Terms and Conditions are inconsistent, the terms of this Agreement shall govern.

6.4 The Design/Builder shall be a representative of, and shall advise and consult with, the Owner during construction until final payment is made. The Design/Builder shall have authority to act on behalf of the Owner only to the extent provided in this Agreement.

6.5 The Design/Builder shall attend regularly scheduled construction meetings at the Site and shall provide such representation as may be required to fulfill the intent and interpretation of the plans and specifications for the Project. In any event, the Design/Builder shall visit the site the minimum number of times required on **Exhibit E** or at more frequent intervals appropriate to the strategies of construction, or as otherwise agreed by the Owner and Design/Builder, in writing, to become familiar with the progress and quality of the Work completed and to determine if the Work is being performed in a manner indicating that the Work when completed will be in accordance with the Construction Documents. On the basis of on-site observations as an architect or as an engineer, the Design/Builder shall keep the Owner informed of the progress and quality of the Work and shall guard the Owner against defects and deficiencies in the Work.

6.6 Based on the Design/Builder's professionals' observations and evaluations of applications for payment, the Design/Builder shall review and certify the amounts due. The Design/Builder's professional's certification for payment shall constitute a representation to the Owner, based on the Design/Builder's observations at the Project site and on the data comprising the Design/Builder's Application for Payment, that the Work has progressed to the point indicated and that, to the best of the Design/Builder's knowledge, information and belief, the quality of the Work is in accordance with the Construction Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Construction Documents upon Substantial Completion, to results of subsequent tests and inspections, to minor deviations from the Construction Documents correctable prior to completion and to specific qualifications expressed by the Design/Builder. The issuance of a Certificate of Payment shall further constitute a representation that the Design/Builder is entitled to payment in the amount certified.

6.7 The Design/Builder shall reject Work which does not conform to the Construction Documents. Whenever the Design/Builder considers it necessary or advisable for implementation of the intent of the Construction Documents, the Design/Builder will have authority to require additional inspection or testing of the Work in accordance with the provisions of the Design/Build Contract for Construction, whether or not such Work is fabricated, installed or completed.

6.8 The Design/Builder shall review, approve, reject or take other appropriate action of construction-related inquiries and submittals, such as shop drawings, product data and

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samples. The Design/Builder shall not approve any such submittals unless such submittals confirm with (i) the Project design concept; (ii) the Construction Documents; (iii) the Owner's total budgeted Construction Cost; and (iv) governing codes and authorities having jurisdiction. The Design/Builder's review shall be completed so that all Work can be performed without delay and all products or materials may be ordered or fabricated with sufficient time to meet the Project schedule.

6.9 The Design/Builder shall prepare Change Orders, with supporting documentation and data, if the Design/Builder determines the same is necessary for the Owner's approval and execution in accordance with the Design/Build Contract for Construction.

6.10 Interpretations and decisions of the Design/Builder shall be consistent with the intent of, and reasonably inferable from, the Construction Documents and shall be in writing or in the form of drawings.

6.11 The Design/Builder shall conduct inspections to determine the dates of Substantial Completion and Final Completion, shall receive and forward to the Owner for the Owner's review and records, written warranties and related documents required by the Design/Build Contract for Construction, and shall issue a final Certificate of Payment upon compliance with the requirements of the Design/Build Contract for Construction. The Design/Builder shall perform all services relating to substantial Completion and Final Completion in accordance with all City policies and procedures.

6.12 As-Built Drawings. The Design/Builder shall prepare "As-Built' or record drawings at Project completion in accordance with the requirements set forth on **Exhibits A and D**. These drawings shall include changes made to the Project by Change Orders, Addenda to the Construction Documents, Architect's Supplemental Information, field orders, field reports, Requests for Information, shop drawings, other directives and submittals and information provided by the Design/Builder.

6.13 The Design/Builder shall respond to Owner's requests to review design and construction issues during the construction warranty period; coordinate and participate in the end of the warranty period inspection; and produce a summary report documenting deficiencies, problems, or other outstanding items.

6.14 Construction Supervision.

6.14.1 Commencing with the aware of the first subcontract and terminating on the date of Final Completion, the Design/Builder shall provide the services described herein.

6.14.2 The Design/Builder shall, as the Owner's construction representative during construction, advise and consult with the Owner, and provide administration of the Construction Documents.

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6.14.3 The Design/Builder shall supervise and direct the Work at the Site. The Design/Builder shall, at a minimum, staff the Project Site with personnel who shall:

(1) Supervise and coordinate the Design/Builder's personnel and act as its primary liaison with the Owner;
(2) Coordinate trade contractors and suppliers, and supervise Site construction management services;
(3) Be familiar with all trade divisions and trade contractors' scopes of Work, all applicable building codes and standards and the contract for Design/Build Construction;
(4) Check, review, coordinate and distribute shop drawings and check and review materials delivered to the Site, regularly review the Work to determine its compliance with the Construction Documents and this Agreement, confer with the appropriate Owner's consultant(s) as necessary to assure acceptable levels of quality;
(5) Prepare and maintain Project records and process documents;
(6) Schedule and conduct weekly progress meetings with subcontractors to review such matters as jobsite safety, job procedures, construction progress, schedule, shop drawing status and other information a s necessary and provide notification of, and minutes from, such meetings to Owner;
(7) Schedule and conduct weekly progress meetings with the Owner to review such matter as construction progress, schedule, shop drawing status, and other information as necessary; and
(8) Make provision for Project security to protect the Project site and materials stored off-site against theft, vandalism, fire and accidents as required by the Design/Build General Terms and Conditions.
(9) Reporting. The Design/Builder shall provide a monthly report in summarizing the progress of the Project to the Owner including information on the subcontractors' Work, percentage of completion of the Work, current estimating, monthly scheduling and Project accounting reports, including projected time to completion and estimated cost to complete the Work, progress photographs; submittals and shop drawings, Change Orders, cost change proposals, field directives, safety meetings, deficiencies, weather conditions and meeting minutes.

ARTICLE 7.

COMPENSATION.

7.1 Project Budget. Owner shall pay Design/Builder for the performance of the Design Services, Pre-Construction Services, the Work and the Reimbursable Expense permitted hereunder an amount not to exceed the Project Budget which shall in no event exceed the amount set forth on **Exhibit A**. Owner's budget for the design and construction of the Project, subject to adjustments permitted hereunder. There shall be no re-allocation of amounts among such categories, without Owner's written consent. The Project Budget

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shall be comprehensive in scope in that all costs of the Design/Builder necessary for the property execution of the Design Services and the Work shall be clearly identified and no other cost shall be allowed, subject to adjustments permitted hereunder. In the event that upon full completion of the Design Services and Work for the Project, the actual cost thereof is less than the Project Budget, Owner shall be entitled to such difference.

7.2 Payment for Design Services. The amount of the Project Budget allocated to Basic Design Services shall be paid based on Design/Builder's achievement of each of the agreed upon design milestones. Upon achievement of each such milestone, Design/Builder shall submit an Application for Payment with appropriate back up documentation. If Owner's budget for the Project increases or the Project changes and Owner requests additional design services in connection therewith, then Design/Builder shall be compensated by Owner for such additional design services pursuant to an agreement to be entered into by Owner and Design/Builder at the time Owner requests such additional design services pursuant to Article 5. Except as permitted in the foregoing sentence, the fees for basic Design Services shall not increase as a result of increases in Owner's budget or changes in the Project.

7.3 Reimbursable Expenses. Design/Builder shall be entitled to compensation for the following reimbursable expenses as authorized by this Agreement or by way of an Additional Services Authorization:

1) Expenses of transportation, meals and lodging of principals and employees, when traveling in connection with services and duties specifically related to this Project and when authorized in writing by the Owner.

2) Expenses associated with reproduction of Drawings and Specifications, excluding copies for Design/Builder's office use and sets required at each phase for the Owner's review and approval.

3) If authorized in advance by the Owner in writing, the actual expense of overtime work requiring higher than regular rates.

4) If authorized in advance by the Owner in writing, the additional expense of renderings, models, and mock-ups more extensive than those required as part of Basic Services.

5) Fees paid for securing approval of authorities having jurisdiction over the Project, if any.

7.4 Additional Design Services. Payments for Additional Services shall be made according to the terms of the authorization upon presentation of a detailed invoice.

7.5 Timeliness of Payments. Undisputed payments owed shall be paid by Owner within thirty (30) days of receipt of a payment request which meets the requirements of this subsection.

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7.6 Payment for Pre-Construction Services. The amount of the Project Budget allocated to pre-construction services shall be paid based on an Application for Payment with appropriate back up documentation.

7.7 Payment for Construction Services. The Owner shall pay, and the Design/Builder shall accept, as full and complete payment for the Construction Services, only the sum of the following items, which such shall not exceed the GMP for the Work:

1) The aggregate net cost directly paid by the Design/Builder to subcontractors pursuant to written subcontracts to perform the Work (the "Cost of the Work", not to exceed the guaranteed maximum set forth on **Exhibit F**;
2) The compensation for the Design/Builder's provision of management series (the "Design/Builder's Staffing Costs"), not to exceed the guaranteed maximum set forth on **Exhibit F**;
3) The aggregate net cost of the Design/Builder's General Conditions (the "General Conditions Cost"), not to exceed the guaranteed maximum set forth on **Exhibit F**; and
4) Design/Builder's Overhead and Profit, not to exceed the guaranteed maximum set forth on **Exhibit F**.

7.8 Staffing Costs. Design/Builder's Staffing Costs include and are limited to actual expenditures or negotiated amounts for the following items as authorized in the GMP Proposal approved by Owner:

1) The cost of its supervisory, technical, administrative and clerical personnel engaged in supervision and management of the Work on the Project site;
2) The cost of periodic site visits for supervisory, inspection , oversight, or management of the Project by specific "home office" personnel as agreed upon and identified in the GMP proposal;
3) Direct costs incurred in the Work with the exception of those specifically enumerated compensable as a General Conditions Cost or a Cost of the Work;
4) Reasonable expenses of the Design/Builder's personnel incurred while traveling in discharge of duties directly connected with the Work;
5) Any costs or expense incurred by the Design/Builder, not included in the General Conditions Cost, for provision of management services necessary to compete the Project in an expeditious and economical manner consistent with this Agreement and the best interests of Owner.

7.9 General Conditions Cost. General Condition costs include and are limited to actual expenditures or negotiated amounts for the following items as authorized in the GMP Proposal approved by Owner:

1) Costs, including transportation and storage, installation, maintenance, dismantling and removal of materials, supplies, temporary facilities, machinery, equipment, and hand tools not customarily owned by construction workers, that are provide by the Design Builder at the site and fully consumed in the performance of the Work; and

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cost (less salvage value) of such items if not fully consumed, whether sold to others or retained by the Design /Builder. Costs for items previously used by the Design/Builder shall mean fair market value;

2) Costs incurred to provide site safety;
3) Costs of removal of debris from the site;
4) Costs of document reproduction including bid sets, facsimile transmissions, and long-distance telephone calls, postage and parcel delivery charges, telephone service at the site, and reasonable petty cash expenses of the site office;
5) That portion of insurance and bond premiums directly attributable to this Contract for Design/Build Construction. Premiums shall be net of trade discounts, volume discounts, dividend, and other adjustments;
6) Sales, use, or similar taxes imposed by a governmental authority and paid by the Design/Builder, and directly related to the Work;
7) Fees and assessments for the building permit and for other permits, licenses and inspection for which the Design/Builder is required by this Agreement to pay, including deposits lost for causes other than Design/Builder's fault, but expressly excluding any legal costs and expenses, including attorneys fees and costs associated with the Project;
8) The cost of obtaining and using all utility services required for the Work;
9) The cost of crossing or protecting any public utility, if required, and as directed by the Owner;
10) All reasonable costs and expenditures necessary for the operation of the Site office, such as stationary, supplies, furniture, fixtures, office equipment and field computer services provided that quantity and rates are subject to Owner's prior written approval;
11) The cost of secure off-site storage space or facilities approved in advance by Owner;
12) Printing and reproduction of the Construction documents;
13) Rent charges for temporary facilities, and for machinery, equipment, and tools not customarily owned by construction workers; however, any rental charge shall not exceed the purchase price of such facilities, machinery, equipment or tools;
14) Cost of surveys, measurements and layout work reasonably required for the execution of the Work or by the Construction Documents; and
15) Other expenses or charges properly incurred and paid in the prosecution of the Work, with the prior written approval of the Owner, but specifically excluding legal costs, including attorneys fees and court costs.

7.10 Design/Builder's Overhead and Profit. The Design/Builder's Overhead and Profit is a fixed percentage of the Guaranteed Maximum Cost of the Work. Overhead and Profit covers the cost of all of Design/Builder's overhead and expenses related to the Work, including home or branch office employees or consultants not at the Project site and general operating expenses of the Design/Builder's principal and branch offices related to the Work, such internet service, telephone service and long-distance and zone telephone charges, postage, office supplies, and other similar expenses.

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7.11 Design/Builder's Contingency. The Design/Builder's Contingency, established in the GMP, may be utilized, with the Owner's concurrence, for the following reasons:

1) Errors and omissions in the Design/Builder's design, bidding and scoping processes provided the additional work adds previously excluded value to the Project (but expressly excluding any demolition or other costs related to the substitution of such work for previously installed work and associated design fees);
2) Reasonable schedule recovery;
3) Means, methods, and materials reasonably inferred from the Construction Documents;
4) Subcontractor non-performance or default;
5) Work not included in the Construction Documents which is necessary to cause the Project to conform to applicable building codes but was not identified as missing during the review of Construction Documents (through no fault of the Design/Builder), but expressly excluding any legal costs and expenses, including attorney's fees and costs associated with the Project;
6) Other costs incurred by the Design/Builder that are not Cost of the Work, General Conditions Cost or Design/Builder Staffing Costs, but expressly excluding any legal costs and expense, including attorney's fees and costs associated with the Project; and
7) Costs and expenses incurred by the Design/Builder, not included in the General Conditions Cost, for provision of management services necessary to complete the Project in an expeditious and economical manner consistent with this Agreement and the Best interest of Owner, but expressly excluding any legal costs and expenses, including attorney's fees and costs associated with the Project.

7.12 Compensation for Change Orders. Amounts owed by the Owner to the Design/Builder for the Work shall be adjusted by duly authorized change order in accordance herewith and the Design/Build General Terms and Conditions.

7.13 Increase in Cost of Work. If the Cost of the Work is increased by change order, the Owner shall pay the Design/Builder the aggregate net cost directly paid by the Design/Builder to subcontractors or suppliers for the performance of the Work and the Design/Builder shall receive Overhead and Profit on such amount as a percentage as set forth in **Exhibit E**, and an amount for any increased bond and insurance costs associated therewith.

7.14 Decrease in Costs of Work. If the Cost of the Work is decreased by change order, payment due from the Owner to the Design/Builder shall be reduced by the amount the Design/Builder is no longer obligated to pay subcontractors or supplies for performance of the Work. Decreases in the Cost of the Work shall inure to the benefit of the Owner and shall not become part of the Design/Builder's Contingency.

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7.15 Change Order Disputed. If the Design/Builder disputes a change order decision pursuant to the Design/Build General Terms and Conditions, it must give the Owner its written notice of dispute, including the reasons therefore, within seven (7) calendar days of the disputed decision.

7.16 Applications for Payment for the Work. Applications for payment shall be submitted in detail sufficient for an audit thereof. Within thirty (30) days of receipt of the Design/Builder's application for payment, properly prepared pursuant to Owner's Policy, the Owner shall pay the Design/Builder the amount approved by Owner, less retainage, unless there is a dispute about the amount of compensation due to the Design/Builder.

7.17 For purposes of calculating amounts due to Design/Builder under this Agreement for staffing, the parties agree that Design/Builder's labor burden for each employee staffing the project shall be the labor burden approved by Owner prior to, or upon execution of this Agreement. For purposes hereof, labor burden means the actual cost of benefits and taxes that Design/Builder must pay or choose to pay its employees and shall not include any profit, markup or expense unrelated to employee compensation. With respect to benefits Design/Builder chooses to pay, such benefits must be authorized by Owner under Owner's policy pertaining to labor burden in order to receive reimbursement from Owner.

7.18 Delays, Failure to Progress, Default. In addition to all other remedies set forth in this Agreement, Design/Builder understands and acknowledges in the event the Project is unreasonably delayed, fails to reasonably progress according to schedule, or there is a default by Design/Builder, Owner may give thirty (30) days written notice to Design/Builder of its intent to terminate this Agreement with Design/Builder. Upon such termination, Design/Builder shall turn over any documents, contracts, orders or any other agreements or documents relating to the Project to Owner. Design/Builder shall be entitled to payment of all work performed as of the date of termination, subject to any disputed amounts. Design/Builder shall not be entitled to any further payment, including, but not limited to, unearned profits. This provision is in addition to any other rights or remedies Owner may have under this Agreement.

ARTICLE 8

MISCELLANEOUS

8.1 **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas without regard to its choice of laws provisions and venue shall lie in the courts in Bowie County, Texas.

8.2 **Integration.** This Agreement represents the entire and integrated agreement between the Owner and the Design/Builder, and supersedes all prior negotiations, representations or agreements, either written or oral, for the Project. This Agreement may be amended only by written instruments signed by both the Owner and the Design/Builder.

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

8.3 **Severability.** If any provision of this Agreement, or the application thereof, is determined to be invalid or unenforceable, the remainder of that provision and all other provisions shall remain valid and enforceable.

8.4 **Waiver.** No provision of this Agreement may be waived except by written agreement of the parties. A waiver of any provision on one occasion shall not be deemed a waiver of that provision on any subsequent occasion, unless specifically stated in writing. A waiver of any provision shall not affect or alter the remaining provisions of this Agreement.

8.5 **Strict Compliance.** No failure of the Owner to insist upon strict compliance by the Design/Builder with any provision of this Agreement shall operate to release, discharge, modify, change or affect any of the Design/Builder's obligations.

8.6 **Successors and Assigns.** Owner and Design/Builder, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors and assigns of such other party with respect to all covenants of this Agreement. Design/Builder shall not assign (whether partially or wholly) this Agreement whether by operation of law or otherwise, without the written consent of Owner.

8.7 **Third-Party Beneficiaries.** This Agreement shall inure solely to the benefit of the parties hereto their successors and assigns, and, except as otherwise specifically provided in this Agreement, nothing contained in this Agreement is intended to or shall create a contractual relationship with, or any rights or cause of action in favor of, any third party against either the Owner or the Design/Builder.

8.8 **Drug Free Workplace.** Design/Builder shall implement, and cause its applicable subcontractors to implement, a drug-free workplace program.

8.9 **Access.** Design/Builder shall provide Owner and its representatives access to the Work in preparation and progress wherever located.

8.10 **Ownership of Records**; Public Access to Documents. Any books, documents, records, correspondence or other information kept or obtained by the Owner or furnished by the Design/Builder to Owner in connection with the services contemplated herein are property of Owner. Design/Builder acknowledges and agrees that any and all such books, documents, records, correspondence or other information may be public records under Texas statutes.

8.11 **No Contingency Fee.** The Design/Builder represents and warrants that it has not employed or retained any company or person (other than a bona fide employee working solely for the Design/Builder) to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation individual or firm (other than a bona fide employee working solely for the Design/Builder) any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

8.12 **No Bribes or Kickbacks.** The Design/Builder shall not by any means:

1) induce any person or entity employed in the construction of the Project to give up any part of the compensation to which that person or entity is entitled;

2) offer nor accept any bribes or kick-backs in connection with the Project from or to any individual or entity, including any of its trade contractors, subcontractors, consultants, suppliers or manufacturers of Project goods and materials; or

3) without the express written permission of the Owner, call for or by exclusion require or recommend the use of any subcontractor, consultant, product, material, equipment, system, process or procedure in which the Design/Builder has a direct or indirect proprietary or other pecuniary interest.

8.13 **Independent Contractor.** Design/Builder is an independent contractor to Owner.

8.14 **Exhibits.** All exhibits referenced herein are attached hereto and incorporated herein by reference.

8.15 **Indemnification; Hold Harmless.** To the maximum extent permitted by law, Design/Builder hereby agrees to indemnify and hold Owner and its officers and employees harmless for, from and against all liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by (i) the negligence, recklessness, or intentionally wrongful conduct of the Design/Builder and other persons employed or utilized by the Design/Builder, including its consultants, in the performance of the Agreement; or (ii) Design/Builder's breach of any covenant, term, or provision of this Agreement.

8.16 **Breach Remedies.** Owner's selection of one or more remedies for breach of this Agreement shall not limit the Owner's right to invoke any other remedy available to the Owner under this Agreement or by law.

8.17 **Survival.** All provisions of this Agreement which contain continuing obligations shall survive its expiration or termination.

8.18 **Sovereign Immunity.** Design/Builder acknowledges and agrees that nothing contained herein shall be construed or interpreted as (i) denying to Owner any remedy or defense available to it under the laws of the State of Texas; or (ii) a waiver of sovereign immunity of the Owner.

8.19 **Waiver of Certain Claims, Damages.** The Design/Builder shall not be entitled to, and hereby waives any monetary claims for, or damages arising from or related to, lost profits, lost business opportunities, unabsorbed overhead or any indirect or consequential damages.

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

IN WITNESS WHEREOF, the parties have affixed their signatures, effective on the date first written above.

DESIGN/BUILDER:

_____
Bill Patton

OWNER:

THE CITY OF TEXARKANA, TEXAS

BY: _____
David Orr, City Manager

ATTESTED TO BY:

_____
Jennifer Evans, City Secretary

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT A

PROJECT DESCRIPTION, PROJECT BUDGET, AND DOCUMENTS AND GUIDELINES

Description of Project

Project No: _____
Project Name: _____
Location/Address: 219 N. State Line Ave, Texarkana, Texas (formerly "Discovery Place")
Program: Alterations and Renovation for two story office space called "The Assembly Line"

Documents and Guidelines

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Project Budget

Design Services (including Reimbursement Expenses)	$_____
Pre-Construction Services	$_____
Construction ("The Work")	$_____
Total Design/Build Budget	**$**_____

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT B

PROJECT SCHEDULE

PP#	PHASE	START	END
	Pre-Design / Programming / Program Verification		
	Review		
	Concept Schematic Design and Cost Estimate		
	CSD Review		
	Design Development Phase and Cost Estimate		
	DD Review		
	(60% CDs) 60% Construction Documents and Cost Estimate		
	60% CDs Review		
	"Fast Track" Design and GMP Proposal – 100% Site, 100% Foundations, etc.		
	"Fast Track" Design Review		
	(100% CDs) 100% Construction Documents and GMP Proposal		
	100% CDs Review		
	(CCD) Corrected/Conformance Document Set		

The timeframes below are estimated. Binding timeframes will be established in the Authorization for Construction (Exhibit F).

	Bidding and Award		
	Construction		
	(SC) Substantial Completion		
	(FC) Final Completion		
	(PO) Post Occupancy Inspection & Report		

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT C

SCHEDULE OF SERVICES, CONSULTANTS, AND PERSONNEL

BASIC SERVICES

		SERVICES	CONSULTANTS
Yes	No	Architectural Design	
Yes	No	Civil Engineering	
Yes	No	Landscape Architecture	
Yes	No	Structural Engineering	
Yes	No	Mechanical Engineering	
Yes	No	Electrical Engineering	
Yes	No	Plumbing Engineering	
Yes	No	Fire Protection Eng. (inc. hydraulic calcs)	
Yes	No	BICSI Communications Distribution Designer	
Yes	No	Cost Estimating & Report	
Yes	No	Renderings/Models/Animations	
Yes	No	Audio-Visual Systems Integration & Design	
Yes	No	Security Systems Integration & Design	

CERTAIN TRADITIONAL ADDITIONAL SERVICES CONSIDERED BASIC SERVICES

(THIS SCHEDULE LISTS OTHER SERVICES TO BE INCLUDED IN THE TOTAL FEES AND SCHEDULE OF PAYMENTS AS SET FORTH IN EXHIBIT **G**)

		SERVICES	CONSULTANTS
Yes	No	Topographical Survey	
Yes	No	Geotechnical Survey	
Yes	No	Random Survey	
Yes	No	Existing Conditions Survey	
Yes	No	Threshold Inspection	
Yes	No	Detailed Cost Estimating	
Yes	No	Historic Research and Explorative Testing	
Yes	No	Hazardous Materials Survey / Work Plan	
Yes	No	Life-Cycle Cost Analysis	
Yes	No	Furniture Design and Selection	
Yes	No	Fast-Track Design (early site package)	
Yes	No	Additional Design Team Site Visits	
Yes	No	HVAC Commissioning	
Yes	No	IEQ/IAQ Commissioning	
Yes	No	Building Envelope Commissioning (incl. roof)	

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

Yes No	Programming, Site Selection, Benchmarking	
Yes No	Lab and Cleanroom Design	
Yes No	Process Engineering and “Fit-Out”	
Yes No	Vibration Analysis	
Yes No	Electromagnetic Interference (EMI) and Radio Frequency Interference (RFI) Analysis	
Yes No	Cleanroom Certification	
Yes No	Validation	
Yes No	Energy Model	
Yes No	Acoustic Consultation	
Yes No	Measurement & Verification Plan	
Yes No	Site Master Plan	
Yes No	Agency Permits (SJRWMD, FDOT, FDEP or Other)	

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT D

REQUIREMENTS FOR SUBMITTA LS TO OWNER

PHASE	FULL SIZE		HALF SIZE		Project Specific Requirements
		S&S		S&S	
Pre-Design Phase					
Concept Schematic Design					
Construction Report					
Advances Schematic Design (**ASD**)					
Construction Report					
Design Development Phase					
DD Report					
60% Construction Documents					
“Fast Track” – 100% Site					
“Fast Track” Proposal					
100% Construction Documents					
Corrected/Conformance Document Set					
Addendums, Supplemental Instructions, RFIs					
Record drawings & specifications (As-Builts)					

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT E
PROJECT SPECIFIC REQUIREMENTS

Jobsite Management and Logistics Plan
☐ With **Design Development** Phase submittal or
☐ no later than _____(Date)

Fast Tracked Construction
Phase 1 portions of the Project are:
(Itemized Scope 😊

Design/Builder's Contingency shall be no greater, as a percentage of the estimated Cost of the Work, than the following at each of the following phases:
ten percent (10 %) at Pre-Design
ten percent (10 %) at Conceptual Schematic Design
eight percent (8 %) at Advanced Schematic Design
six percent (6%) at Design Development
five percent (5 %) at (60 %) Construction Documents
two percent (2%) at the time that Design/Builder has completed 90% or more of the Cost of Work

Initial Construction Schedule Deadline
☐ With Advanced Schematic Design Submittal or
☐ no later than _____(Date)

Minimum Site Visits Required. Design/Builder shall visit the site no less frequently than **once** per week.

The Design/Builder's Overhead & Profit percentage shall not exceed 4% within the Guaranteed Maximum Price and **0.0** % for add or credit change orders.

Liquidated Damages for Delay Amount. $_____ per day

Professional Liability Insurance Requirements. Throughout the Project, the Design/Builder and its architectural, mechanical engineering, electrical engineering, plumbing engineering, fire protection engineering, and structural engineering consultants shall carry, at the Design/Builder's own expense, blanket Professional liability insurance with a coverage amount of **$1,000,000/$2,000,000 aggregate.**

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT F

(SAMPLE) AUTHORIZATION FOR CONSTRUCTION (SAMPLE)

Pursuant to the Agreement for Design/Build Services ("Agreement") between the City of Texarkana, Texas ("Owner") and Bill Pollack ("Design/Builder"), for the alteration and renovation to the existing Discovery Place Children's Museum located at 219 N. State Line Ave, Texarkana, Texas creating an office space called "The Assembly Line", the Owner and the Design/Builder hereby execute this Authorization for Construction and further agree as set forth below.

1. Design/Builder shall commence the Work within ten (10) calendar days after the date indicated on the Notice to Proceed. The date of Substantial Completion for the Project shall be: **DATE:**_____

2. The date of Final Completion for the Project shall be **thirty (30)** days after the date of Substantial Completion.

3. The Design/Builder's Guaranteed Maximum Price ("GMP") for the Project is guaranteed to not exceed Two Million Dollars ($2,000,000.00) inclusive of all costs, fees, and expenses of any kind.

Item	Amount
Guar. Max. Cost of the Work	$
CM Contingency	$
Guar. Max. Construction Manager Staffing Costs	$
Guar. Max. General Conditions Cost	$
SUB-TOTAL	**$**
Design/Builder's Overhead & Profit	**4%**
Bonds & Insurance (note: this is part of the General Conditions)	$
Guaranteed Maximum Price	$2,000,000.00

_____ _____

Owner: Design/Builder

_____ _____

BY: BY:

Date: _____ Date: _____

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

EXHIBIT G

GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION AND ADDENDUM

Attachment: 2024-127 ATTH 01 Design Build Contractv2 (4342 : 2024-127 RES Design Build Contract for the Assembly Line)

Attachment: 2024-127 ATTH 02 RES amd Prof. Svcs. 065 Architectural signed (4342 : 2024-127 RES Design Build Contract for the Assembly

RESOLUTION NO. 2024-065

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE HIGHLY QUALIFIED PROFESSIONAL SERVICES PROVIDERS FOR USE BY CITY ADMINISTRATION ON FUTURE ARCHITECTURAL PROJECTS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 2254, Subchapter A, of the Texas Government Code provides for procuring architectural, engineering, or land surveying services, directing a governmental entity to first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications, and thereafter negotiate with that provider a contract at a fair and reasonable price; and

WHEREAS, the City Council approved Resolution No. 2023-148 that included a list of highly competent providers for architectural services; and

WHEREAS, the City Council has the right to modify that list if a provider submits qualifications and the provider is determined to be highly competent; and

WHEREAS, Bill Patton, Architect of Texarkana, Arkansas, submitted his qualifications, and he was determined to be highly competent to perform architectural services; and

WHEREAS, the Public Works Department submits and recommends to the City Council that the professional services for architectural providers listed in Section 1 of this Resolution be amended to include Bill Patton, Architect, as he received the highest ranking in this respective category on the basis of demonstrated competence and qualifications, thus warranting said addition to the listing of the most "highly qualified" providers for use by City administration on future architectural projects, as applicable, subject to the contract negotiation process as required by law and City purchasing policies.

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

SECTION 1: The City Council adopts and approves the following professional services providers as the most highly qualified providers of architectural projects and services on the basis of demonstrated competence and qualifications, each provider receiving the highest ranking in their respective category of professional services following an evaluation of responses to a request for qualifications; and subject to Section 2 of this Resolution, these providers may be utilized by City administration on future architectural projects:

Architectural:	KSA McCarty/Westwood Bill Patton, Architect

SECTION 2: City administration shall follow the requirements of negotiating contracts for professional services from a particular provider pursuant to Chapter 2254, Subchapter A, of the

Texas Government Code, and proposed contracts shall be submitted for approval to the City Council or, if applicable pursuant to City purchasing policies, to the City Manager.

SECTION 3: The City Council may consider amending the list of providers set out in Section 1 of this Resolution in the event a professional services provider for one or more of the project categories identified in the RFQ desires to submit a response to the RFQ, and that provider is evaluated by the Public Works Department as highly competent, meeting all submittal requirements, and is recommended for inclusion.

SECTION 4: 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 **10th day of June, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

6:35p.m.

Attachment: 2024-127 ATTH 02 RES amd Prof. Svcs. 065 Architectural signed (4342 : 2024-127 RES Design Build Contract for the Assembly

RESOLUTION NO. 2024-127

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR DESIGN BUILD SERVICES WITH BILL PATTON FOR THE ASSEMBLY LINE PROJECT IN AN AMOUNT NOT TO EXCEED TWO MILLION DOLLARS ($2,000,000), TO BE PAID FROM THE 2023 BOND FUND (FUND 426); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council approved a list of projects in the FY24 Budget to be funded by the 2023 Bond Fund; and

WHEREAS, one of the projects approved by the City Council, the Assembly Line project, consists of a remodel of the old Discovery Place Children's Museum at 215 N. State Line Avenue, Texarkana, Texas, into a two-story office space building; and

WHEREAS, this type of project requires professional design services procured with a design build contract, consisting of architectural and construction services; and

WHEREAS, Resolution No. 2023-148, amended by Resolution No. 2024-148, included an approved list of highly qualified professional service providers for future architectural, engineering, and surveying services; and

WHEREAS, on the basis of demonstrated competence, qualifications, and related submissions, City staff recommends that the Council select an approved professional service provider, Bill Patton of Texarkana, Arkansas, to perform the design build services for the Assembly Line project in an amount not to exceed Two Million Dollars ($2,000,000.00), pursuant to the terms of a design build agreement in the form attached as **ATTH 01**; and

WHEREAS, funds are available through the 2023 Bond Fund (Fund 426).

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

SECTION 1: The City Council selects Bill Patton of Texarkana, Arkansas, an approved provider for architectural services, on the basis of demonstrated competence and qualifications, to perform the design build services for the Assembly Line project.

SECTION 2: The City Council finds and determines that a fair and reasonable price for design build services for the Assembly Line project is an amount not to exceed Two Million Dollars ($2,000,000.00).

SECTION 3: The City Manager is hereby authorized to execute a design build services agreement with Bill Patton for the Assembly Line project in an amount not to exceed Two Million Dollars ($2,000,000.00); such authorization shall include execution of any and all documents necessary to effectuate the intent of the Assembly Line project subject to the price parameters and ceiling set forth in Sections 2 and 3 of this Resolution.

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-127 RES Design Build for the Assembly Line (jcl rev 2) [Revision 4] (4342 : 2024-127 RES Design Build Contract for the

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/2/2024 4:23 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-120 approving the Texarkana Airport Authority approving a right-of-way easement for the Southwestern Electric Power Company (SWEPCO) to place an electrical transformer.

Briefing: 10/14/2024 **Public Hearing:** 10/28/2024 **Council Vote:** 10/28/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

SWEPCO has requested a right of way easement to set a transformer on airport property to connect the Solar Canopy and begin producing electricity.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-120 RES Airport SWEPCO ROW Easement (DOCX)
b. 2024-120 ATTH 01 TAA Reso No. 092624A (PDF)
c. 2024-120 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans 10/02/2024 4:23 PM	Department Head Review	Completed	
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:43 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 120

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT AUTHORITY APPROVING A RIGHT-OF-WAY EASEMENT FOR THE SOUTHWESTERN ELECTRIC POWER COMPANY (SWEPCO) TO PLACE AN ELECTRICAL TRANSFORMER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved the easement with Resolution No. 092624A (**ATTH 01**) on September 26, 2024; and

WHEREAS, SWEPCO requires a right of way easement in order to place an electrical transformer on airport property.

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

SECTION 1: The City Council confirms the Texarkana Airport Authority approving an easement between the Texarkana Regional Airport and SWEPCO to place an electrical transformer on airport property.

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

PASSED AND APPROVED in Regular Council Session on this the **28th day of October**, **2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-120 RES Airport SWEPCO ROW Easement (4335 : 2024-120 RES Airport ROW Easement w SWEPCO)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 092624A
A RESOLUTION APPROVING A RIGHT OF WAY EASEMENT FOR SWEPCO TO PLACE AN ELECTRICAL TRANSFORMER

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

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

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

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code require the cities governing bodies approval to be sold, transferred, or in any manner encumbered; and,

WHEREAS, SWEPCO requires a right of way easement in order to place an electrical transformer on airport property;

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing a right of way easement with SWEPCO to place an electrical transformer on airport property. Pending approval of both cities governing bodies.

Adopted this 26th day of September 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-120 ATTH 01 TAA Reso No. 092624A (4335 : 2024-120 RES Airport ROW Easement w SWEPCO)

City of Texarkana, Texas

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

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

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

Attachment: 2024-120 Goals & Perspectives (4335 : 2024-120 RES Airport ROW Easement w SWEPCO)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/2/2024 4:24 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-121 approving the Texarkana Airport Authority approving an easement with Project Moonbeam to clear and maintain property south of E. 19th Street, Texarkana, Arkansas.

Briefing: 10/14/2024 **Public Hearing:** 10/28/2024 **Council Vote:** 10/28/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Project Moonbeam has requested an easement on airport property south of E. 19th St, Texarkana, Arkansas, adjoining the Chamber of Commerce property to allow access to clear and maintain trees and brush.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-121 RES Airport Proj. Moonbeam Easement (DOCX)

b. 2024-121 ATTH 01 Proj. Moonbeam Easement TAA Reso. 092624B (PDF)
c. 2024-121 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:24 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:42 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 121

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT AUTHORITY APPROVING AN EASEMENT WITH PROJECT MOONBEAM TO CLEAR AND MAINTAIN PROPERTY SOUTH OF E. 19TH ST, TEXARKANA, ARKANSAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved the easement with Resolution No. 092624B (**ATTH 01**) on September 26, 2024; and

WHEREAS, Project Moonbeam requires an easement in order to clear trees and maintain property in perpetuity at their own cost; and

WHEREAS, Project Moonbeam needs to clear these trees in order to develop property owned by the Chamber of Commerce.

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

SECTION 1: The City Council confirms the Texarkana Airport Authority approving an easement between the Texarkana Regional Airport and Project Moonbeam to clear trees and maintain property in perpetuity at their own cost.

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

PASSED AND APPROVED in Regular Council Session on this the **28th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-121 RES Airport Proj. Moonbeam Easement (4336 : 2024-121 RES Airport Easement w Proj. Moonbeam)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 092624B
A RESOLUTION APPROVING AN EASEMENT WITH PROJECT MOONBEAM TO CEAR AND MAINTAIN PROPERTY SOUTH OF E19TH ST

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

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

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

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code require the cities governing bodies approval to be sold, transferred, or in any manner encumbered; and,

WHEREAS, Project Moonbeam requires an easement in order to clear trees and maintain property in perpetuity at their own cost; and

WHEREAS, Project Moonbeam needs to clear these trees in order to develop property owned by the Chamber of Commerce;

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing a right of way easement with Project Moonbeam to clear and maintain property across E19th St. Pending approval of both cities governing bodies.

Adopted this 26th day of September 2024

ATTEST

Ferdinand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-121 ATTH 01 Proj. Moonbeam Easement TAA Reso. 092624B (4336 : 2024-121 RES Airport Easement w Proj. Moonbeam)

City of Texarkana, Texas

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

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

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

Attachment: 2024-121 Goals & Perspectives (4336 : 2024-121 RES Airport Easement w Proj. Moonbeam)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/2/2024 4:24 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary

Subject: Resolution No. 2024-122 approving the Texarkana Regional Airport Executive Director sending the 2025-2030 Capital Improvement Plan in the amount of One Hundred Thirty-Five Million, Six Hundred Fifty-One Thousand, Four Hundred Two Dollars ($135,651,402) to the Federal Aviation Administration (FAA).

Briefing: 10/14/2024 **Public Hearing:** 10/28/2024 **Council Vote:** 10/28/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Every year in October the FAA requires the Airport to submit a 5-year Capital Improvement Plan. This is a required document in order to receive federal grant funds. Matches for these projects are brought each year to the city in the annual Capital Budget request.

Potential Options:

- Approve
- Deny

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

a. 2024-122 RES Airport CIP to FAA (DOCX)
b. 2024-122 ATTH 01 TAA Reso. No. 092624F (PDF)
c. 2024-122 ATTH 02 CIP FY 25-30 Spreadsheet (PDF)
d. 2024-122 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed	10/02/2024 4:24 PM
City Manager	David Orr	City Manager Review	Completed	10/02/2024 9:41 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024 - 122

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE TEXARKANA AIRPORT EXECUTIVE DIRECTOR SENDING THE 2025-2030 CAPITAL IMPROVEMENT PLAN IN THE AMOUNT OF $135,651,402 TO THE FEDERAL AVIATION ADMINISTRATION (FAA); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, created the Texarkana Airport Authority by means of reciprocal ordinances codified in Chapter 6 – Aviation, Article II – Texarkana Airport Authority, of the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Cities of Texarkana, Arkansas, and Texarkana, Texas, require permission to sell, transfer, or in any manner encumber without written consent of joint approval from the cities' governing bodies under the Code of Ordinances of the City of Texarkana, Arkansas, and Chapter 4 – Airports, Article II – Airport Authority, of the Code of Ordinances of the City of Texarkana, Texas; and

WHEREAS, the Texarkana Regional Airport Authority approved the Capital Improvement Plan with Resolution No. 092624F (**ATTH 01**) on September 26, 2024; and

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

WHEREAS, Section 6-31 of Texarkana Arkansas City Code and Section 4-25 of Texarkana Texas, City Code require the cities to approve any expenditure over $25,000; and,

WHEREAS, the FAA requires a 5-year Capital Improvement Plan in order to provide federal grant funds for projects; and

WHEREAS, Texarkana, Arkansas, approved a capital match of $1,565,921.00 in the 2024 budget, and $290,020.18 in the 2025 budget; and

WHEREAS, Texarkana, Texas, approved a capital match of $2,017,419.00 in the 2024 budget, and $357,201.82 in the 2025 budget; and

WHEREAS, the airport annually takes a capital budget for approval by the two cities; and

WHEREAS, these projects are necessary for future growth and contained in the 2024 Master Plan.

Attachment: 2024-122 RES Airport CIP to FAA (4337 : 2024-122 RES Airport CIP to FAA)

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

SECTION 1: The City Council approves the Texarkana Regional Airport Executive Director sending the 5-year Capital Improvement Plan, in the amount of $135,651,402, to the FAA.

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

PASSED AND APPROVED in Regular Council Session on this the **28th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-122 RES Airport CIP to FAA (4337 : 2024-122 RES Airport CIP to FAA)

TEXARKANA AIRPORT AUTHORITY RESOLUTION No. 092624F
A RESOLUTION APPROVING THE 2025-2030 CAPITAL IMPROVEMENT PLAN IN THE AMOUNT OF $135,651,402

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

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

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

WHEREAS, Section 6-31 of Texarkana AR City Code and Section 4-25 of Texarkana TX City Code requires the cities to approve any expenditure over $25,000; and,

WHEREAS, the FAA requires a 5-year Capital Improvement Plan in order to provide federal grant funds for projects; and

WHEREAS, Texarkana AR approved capital match of $1,565,921.00 in the 2024 budget, and $290,020.18 in the 2025 budget; and

WHEREAS, Texarkana TX approved capital match of $2,017,419.00 in the 2024 budget, and $357,201.82 in the 2025 budget; and

WHEREAS, the airport annually takes a capital budget for approval by the two cities; and

WHEREAS, these projects are necessary for future growth and contained in the 2024 Master Plan;

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

SECTION 1. The Texarkana Regional Airport Authority Approves the Executive Director signing an agreement with ROI to coordinate meetings with MROs at MRO Americas 2025 at the cost of $11,340.00.

Adopted this 26th day of September 2024

ATTEST

inand P Mehrlich III, Director

SIGNED

Airport Authority Chair

Attachment: 2024-122 ATTH 01 TAA Reso. No. 092624F (4337 : 2024-122 RES Airport CIP to FAA)

FED FY	Available		Funding Source	ODO Project Component/Phase	Estimated Cost	Funding Plan						Match Funding Sources										
	NPE	AIG				NPE	AIG	Additional AIP	ATP	FAA	Match	ADA-AIP	ADA 90/10	ADA 80/20	ADA 50/50	TXDOT	TX State	AR State	TX	AR	TXK	PFC
2025	$ 1,300,000	$ 1,024,311	AIP	ODO- Construct Apron - Phase III	$ 5,500,000	$ 1,300,000		$ 3,650,000		$ 4,950,000	$ 550,000	$ 250,000							$ 165,570	$ 134,430		
			BIL	ARFF Truck	$ 1,500,000		$ 1,350,000			$ 1,350,000	$ 150,000	$ 150,000										
			AIP	Runway Extension	$ 9,000,000			$ 8,100,000		$ 8,100,000	$ 900,000	$ 250,000							$ 358,735	$ 291,265		
			AIP	Taxiway Widening	$ 9,000,000			$ 8,100,000		$ 8,100,000	$ 900,000	$ 250,000					$ 171,579	$ 450,000	$ 15,686	$ 12,735		
			TXDOT	RWY 4/22 Edge Striping	$ 111,111						$ 111,111					$ 100,000			$ -	$ -	$ 11,111	
			ADA (50-50)	MRO Environmental Assessment	$ 400,000					$ -	$ 400,000				$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 41,393	$ 33,608		
			ADA (90-10)	Service Animal Relief Area (Tentative)	$ 222,222								$ 200,000						$ 12,264	$ 9,958		
			Remaining Funds	**2025 Annual Subtotals**	**$ 26,108,333**	**$ 1,300,000**	**$ 1,350,000**	**$ 19,850,000**	**$ -**	**$ 22,500,000**	**$ 3,011,111**	**$ 900,000**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ 171,579**	**$ 450,000**	**$ 705,648**	**$ 569,995**	**$ 11,111**	**$ -**
2026	$ 1,300,000	$ 1,238,622		Site Prep (Dirt, Road, Utilities, Parking)	$ 20,142,157					$ 15,000,000		$ 250,000					$ 4,750,000		$ 78,456	$ 63,701		
				Taxiway Extension	$ 4,300,000						$ 4,300,000							$ 3,870,000	$ 237,317	$ 192,683		
				Hangar	$ 35,000,000						$ 35,000,000										$ 35,000,000	
				Taxilane	$ 10,000,000						$ 10,000,000						$ 7,442,785	$ 2,307,215	$ 137,975	$ 112,025		
				Runway Overlay	$ 11,300,000						$ 11,300,000							$ 10,170,000	$ 623,647	$ 506,353		
				Enivronmental & Storm Water	$ 10,200,000						$ 10,200,000						$ 9,013,910		$ 654,603	$ 531,487		
			AIP	MALSF Runway 4	$ 1,683,000	$ 1,300,000		$ 214,700		$ 1,514,700	$ 168,300	$ 168,300										
			BIL	Perimeter Road - TWY A to TWY D	$ 1,376,247		$ 1,238,622			$ 1,238,622	$ 137,625	$ 137,625										
			TXDOT	General Airport Maintenance	$ 111,111											$ 100,000					$ 11,111	
			ADA (50-50)	MRO Site Development	$ 400,000										$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 42,000	$ 33,000		
			ADA (90-10)	General Airport Maintenance	$ 222,222								$ 200,000						$ 12,444	$ 9,778		
			Remaining Funds	**2026 Annual Subtotals**	**$ 95,109,737**	**$ 1,300,000**	**$ 1,238,622**	**$ 214,700**	**$ -**	**$ 17,753,322**	**$ 71,105,925**	**$ 555,925**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ 21,206,695**	**$ 16,347,215**	**$ 1,898,443**	**$ 1,537,026**	**$ 35,011,111**	**$ -**
2027	$ 1,300,000		AIP	MRO Taxilane Extension	$ 2,500,000	$ 1,300,000		$ 950,000		$ 2,250,000	$ 250,000	$ 250,000										
			TXDOT	Runway 13-31 Maintenance	$ 111,111											$ 100,000					$ 11,111	
			ADA (50-50)	MRO Site Development	$ 400,000										$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 42,000	$ 33,000		
			ADA (90-10)	General Airport Maintenance	$ 222,222								$ 200,000						$ 12,444	$ 9,778		
			Remaining Funds	**2027 Annual Subtotals**	**$ 3,608,333**	**$ 1,300,000**	**$ -**	**$ 950,000**	**$ -**	**$ 2,250,000**	**$ 250,000**	**$ 250,000**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ -**	**$ -**	**$ 166,444**	**$ 130,778**	**$ 11,111**	**$ -**
2028	$ 1,300,000		AIP	AOA Fence Installation	$ 2,500,000	$ 1,300,000		$ 950,000			$ 250,000	$ 250,000										
			TXDOT	General Airport Maintenance	$ 111,111											$ 100,000					$ 11,111	
			ADA (50-50)	MRO Site Development	$ 400,000										$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 42,000	$ 33,000		
			ADA (90-10)	General Airport Maintenance	$ 222,222								$ 200,000						$ 12,444	$ 9,778		
			Remaining Funds	**2028 Annual Subtotals**	**$ 3,608,333**	**$ 1,300,000**	**$ -**	**$ 950,000**	**$ -**	**$ -**	**$ 250,000**	**$ 250,000**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ -**	**$ -**	**$ 166,444**	**$ 130,778**	**$ 11,111**	**$ -**
2029	$ 1,300,000		AIP	MRO Taxilane Extension	$ 2,500,000	$ 1,300,000		$ 950,000		$ 2,250,000	$ 250,000	$ 250,000										
			TXDOT	General Airport Maintenance	$ 111,111											$ 100,000					$ 11,111	
			ADA (50-50)	MRO Site Development	$ 400,000										$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 42,000	$ 33,000		
			ADA (90-10)	General Airport Maintenance	$ 222,222								$ 200,000						$ 12,444	$ 9,778		
			Remaining Funds	**2029 Annual Subtotals**	**$ 3,608,333**	**$ 1,300,000**	**$ -**	**$ 950,000**	**$ -**	**$ 2,250,000**	**$ 250,000**	**$ 250,000**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ -**	**$ -**	**$ 166,444**	**$ 130,778**	**$ 11,111**	**$ -**
2030	$ 1,300,000		AIP	MRO Taxilane Extension	$ 2,500,000	$ 1,300,000		$ 950,000		$ 2,250,000	$ 250,000	$ 250,000										
			TXDOT	General Airport Maintenance	$ 111,111											$ 100,000					$ 11,111	
			ADA (50-50)	MRO Site Development	$ 400,000										$ 200,000				$ 112,000	$ 88,000		
			ADA (80-20)	MRO Site Development	$ 375,000									$ 300,000					$ 42,000	$ 33,000		
			ADA (90-10)	General Airport Maintenance	$ 222,222								$ 200,000						$ 12,444	$ 9,778		
			Remaining Funds	**2030 Annual Subtotals**	**$ 3,608,333**	**$ 1,300,000**	**$ -**	**$ 950,000**	**$ -**	**$ 2,250,000**	**$ 250,000**	**$ 250,000**	**$ 200,000**	**$ 300,000**	**$ 200,000**	**$ 100,000**	**$ -**	**$ -**	**$ 166,444**	**$ 130,778**	**$ 11,111**	**$ -**
				6 Year CIP Totals:	**$ 135,651,402**	**$ 7,800,000**	**$ 2,588,622**	**$ 23,864,700**	**$ -**	**$ 47,003,322**	**$ 75,117,036**	**$ 2,455,925**	**$ 1,200,000**	**$ 1,800,000**	**$ 1,200,000**	**$ 600,000**		**$ 16,797,215**	**$ 3,269,868**	**$ 2,630,132**	**$ 35,066,666**	**$ -**

Attachment: 2024-122 ATTH 02 CIP FY 25-30 Spreadsheet (4337 : 2024-122 RES Airport CIP to FAA)

Attachment: 2024-122 ATTH 02 CIP FY 25-30 Spreadsheet (4337 : 2024-122 RES Airport CIP to FAA)

City of Texarkana, Texas

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

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

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

Attachment: 2024-122 Goals & Perspectives (4337 : 2024-122 RES Airport CIP to FAA)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/8/2024 3:15 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2024-128 adopting the City's investment policy.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/28/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The Public Funds Investment Act, as amended, requires the City to annually adopt an investment policy and investment strategies. The attached Exhibit A complies with the Public Funds Investment Act and authorizes investment of City funds in safe and prudent investments. The City's investment consultant, Valley View Consulting, LLC, has assisted staff with this policy and verified that it complies with state requirements. The policy has the following proposed changes:

1. Addition of the following investment objectives:
    a. Suitability of the investment to the financial requires of the City
    b. Preservation and safety of principal
    c. Liquidity
    d. Marketability of the investment if a need to liquidate arises prior to maturity
    e. Diversification of the portfolio
    f. Yield
2. Changes to Investment Strategy – Section C.
    a. Investment strategies for debt service reserve funds shall have as the primary objectives to preserve principal and to generate a dependable revenue stream to the appropriate debt service fund from investments with a low degree of volatility. Investments shall be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short-to-intermediate term maturities. Maximum maturity shall be the shorter of the first call date or five years. ~~Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible.~~ Any investment authorized by this Policy is suitable for these funds. The yield objective shall be a comparable maturity rolling Treasury portfolio.

3. Changes to Investment Policy – Section A. Scope
    a. Updated report name to Annual Comprehensive Financial Report to align with the correct updated name of the annual financial report
4. Changes to Investment Portfolio – Section 3. Investments a.) Authorized
    a. Certificates of Deposit, and other forms of deposit, of state and national banks, savings banks, or state or federal credit unions that has a main or branch office in Texas, guaranteed or insured by the Federal Deposit Insurance Corporation (or its successor) or the National Credit Union Share Insurance Fund (or its successor), or secured by obligations described in G. 3. Collateral Defined, or as authorized by the PFIA. Bids/quotes for ~~certificates of deposit~~ these investments may be solicited in the following ways: orally, in writing, electronically, or in any combination of the above methods.
5. Update title from Accounting/Human Resources Manager to Controller and Finance Director to Assistant Director – Finance for TWU in various places

Potential Options:

- Approve the policy as recommended
- Reject the policy and recommend an alternative policy

Fiscal Implications:

Allows placement of available funds in safe and prudent investments, providing additional usable resources to the City.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Investment Committee consisting of the Mayor, City CFO, City ACFO, TWU Finance Director, and TWU Assistant Finance Director.

Board/Committee Recommendation:

Investment Committee recommends approval.

Advisory Board/Committee Meeting Date and Minutes:

August 14, 2024

Attachments

a. 2024-128 RES Adopting Investment Policy (DOC)
b. 2024-128 "EXH A" Investment Policy Texarkana Proposed (PDF)
c. 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (DOCX)
d. 2024-128 ATTH 02 Broker Dealers Training Sources 2024 08 22 Texarkana (DOC)
e. 2024-128 Goals & Perspectives (DOCX)

Staff Coordination

City of Texarkana, Texas

Finance Department	Kristin Peeples 10/07/2024 9:38 AM	Department Head Review	Completed	
City Manager	David Orr	City Manager Review	Completed	10/07/2024 10:39 AM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

RESOLUTION NO. 2024-128

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE CITY'S INVESTMENT POLICY; RECORDING THE ANNUAL REVIEW; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Public Funds Investment Act, as amended, requires the City to annually adopt an investment policy and investment strategies by rule, order, ordinance, or resolution; and

WHEREAS, the attached **Exhibit "A"** investment policy complies with the current Public Funds Investment Act, as amended, and authorizes the investment of City funds in safe and prudent investments.

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

SECTION 1: The facts and recitations contained in the above preamble of this Resolution are hereby incorporated herein for all purposes.

SECTION 2: The City Council approves the investment policy and investment strategy **(Exhibit "A")**.

SECTION 3: The City Council has performed an annual review of the investment policy and strategies and adopts its statements in the minutes recording that review.

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 **14th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-128 RES Adopting Investment Policy (4343 : 2024-128 RES Adopting the City's Investment Policy)

CITY OF TEXARKANA, TEXAS

INVESTMENT POLICY

Attachment: 2024-128 "EXH A" Investment Policy Texarkana Proposed (4343 : 2024-128 RES Adopting the City's Investment Policy)

CITY OF TEXARKANA, TEXAS

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INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Texarkana, Texas (the "City") in order to achieve the goals of safety, liquidity, public trust, and yield for all investment activity. The City Council of the City shall review and adopt, by resolution, its investment strategies and policy not less than annually. The resolution shall include a record of changes made to either the Investment Policy or strategy. This Policy serves to satisfy the statutory requirement, specifically the Public Funds Investment Act and Public Funds Collateral Act, Texas Government Code Chapter 2256 and Chapter 2257 (the "PFIA" and "PFCA" respectively) to define, adopt, and review a formal investment strategy and policy.

INVESTMENT STRATEGY

- The City maintains two distinct portfolios (the City and the Water Utilities Department), which independently utilize four specific investment strategy considerations, designed to address the unique characteristics of the fund groups represented in the portfolios:

A. Investment strategies for operating funds and combined pools containing operating funds have as their primary objectives to preserve principal and assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by maintaining adequate liquid balances and utilizing high quality, short-to-medium term investments, which will complement each other in a laddered or barbell maturity structure, and can be easily liquidated if the need arises. Any investment authorized by this Policy is suitable for these funds. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each investment. The maximum stated final maturity shall

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be three years. The yield objective shall be a comparable maturity rolling Treasury portfolio.

B. Investment strategies for debt service funds shall have as the primary objectives the preservation of principal and the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Investments purchased shall not have a stated final maturity date which exceeds the next unfunded debt service payment date. Any investment authorized by this Policy is suitable for these funds. The yield objective shall be a short-term, government portfolio local government pool.

C. Investment strategies for debt service reserve funds shall have as the primary objectives to preserve principal and to generate a dependable revenue stream to the appropriate debt service fund from investments with a low degree of volatility. Investments shall be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short-to-intermediate term maturities. Maximum maturity shall be the shorter of the first call date or five years. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible. Any investment authorized by this Policy is suitable for these funds. The yield objective shall be a comparable maturity rolling Treasury portfolio.

D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objectives to preserve principal and to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in cash equivalent investments to allow for flexibility and unanticipated project outlays, and by utilizing high quality, short-to-medium term investments, which will complement each other in a laddered or barbell maturity structure, and can be easily liquidated if the need arises. Any investment authorized by this Policy is suitable for these funds. The stated final

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maturity dates of securities held should not exceed the estimated project completion date. The yield objective shall be a comparable maturity rolling Treasury portfolio.

INVESTMENT POLICY

A. SCOPE

This Investment Policy applies to all financial assets of the City including the Water Utilities Department. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Proprietary Funds
- All Other Funds

This Policy shall not govern the Firemen's Relief and Pension Fund which is under the management and supervision of the City of Texarkana, Texas Firemen's Relief and Pension Fund Board of Trustees.

B. OBJECTIVES

The City shall manage and invest its cash with four objectives, listed in order of priority: Safety, Liquidity, Public Trust, and Yield. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and Local law.

The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

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1. Safety

The primary objective of the City's investment activity is the preservation of principal in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid principal losses, whether from investment defaults or erosion of market value.

2. Liquidity

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by maintaining adequate cash equivalent balances, matching investment maturities with forecasted cash flow requirements, and by investing in securities with active secondary markets.

3. Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

4. Yield

The City's cash management portfolio shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

C. RESPONSIBILITY AND CONTROL

1. Investment Committee

An Investment Committee, consisting of one City Council Member appointed by the Mayor, Chief Financial Officer (City), Finance Director (Water Utilities Department), Accounting/Human Resources Manager (Water Utilities Department), and Assistant Chief Financial Officer (City) shall meet as needed to determine operational strategies and to monitor results. The Investment Committee shall include in its deliberation such topics as: performance reports, economic outlook, portfolio diversification, maturity

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structure, potential risk to the City's funds, authorized broker/dealers, eligible investment training sources, and the target rate of return on the investment portfolio.

2. Delegation of Authority and Training

Authority to manage the City's investment program is derived from the City Charter. The Chief Financial Officer and Assistant Chief Financial Officer are designated as Investment Officers and are responsible for investment decisions and activities for the City portfolio. The Finance Director and Accounting/Human Resources Manager are designated as Investment Officers and are responsible for investment decisions and activities for the Water Utilities Department portfolio. The Chief Financial Officer and Finance Director shall establish written procedures for the operation of their respective investment program, consistent with this Investment Policy. In order to ensure qualified and capable investment management, the Investment Officers shall attend training sessions relating to the Officer's responsibility under the PFIA within 12 months after assuming duties and receive at least 10 hours of training, and additional training sessions not less than once every two year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date and receive at least 8 hours of training. Independent sources for such training shall be approved by the Investment Committee.

3. Internal Controls

The Chief Financial Officer and Finance Director, or their respective designee, are responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Chief Financial Officer and Finance Director shall establish a process for annual independent review by an external auditor in conjunction with the

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annual audit, to assure compliance with policies and procedures. The internal controls shall address the following points:

A. Avoidance of collusion.
B. Separation of transaction authority from accounting and record keeping.
C. Custodial safekeeping.
D. Clear delegation of authority to subordinate staff members.
E. Written confirmation for telephone (voice) transactions for investments and wire transfers.

4. Prudence

The standard of prudence to be applied by the Investment Officers shall be the "prudent person" rule, which states: "Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital, as well as the probable income to be derived." In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

A. The investment of all funds, or funds under the City's control, over which the Officer had responsibility rather than a consideration as to the prudence of a single investment.

B. Whether the investment decision was consistent with the written Investment Policy of the City.

An Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations

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are reported immediately and that appropriate action is taken to control adverse developments.

5. Ethics and Conflicts of Interest

Investment Officers shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. Investment Officers shall disclose to the City Manager any material financial interest in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City's portfolio. Investment Officers shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchases and sales.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

D. REPORTING

1. Quarterly Reporting

The Chief Financial Officer shall submit a quarterly investment report in compliance with the PFIA and signed by all Investment Officers.

2. Annual Report

Within a reasonable time after the end of the fiscal year, the Chief Financial Officer shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council.

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3. Methods

The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be prepared in compliance with the PFIA. The report will be provided to the City Manager and City Council. The report will include the following:

A. A listing of individual investments held at the end of the reporting period. This list will include the name of the fund or pooled group fund for which each individual investment was acquired.

B. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the investment provider.

C. Additions and changes to the market value during the period.

D. Fully accrued interest for the reporting period.

E. Average weighted yield to maturity of portfolio on City investments as compared to applicable benchmarks.

F. Listing of investments by maturity date.

G. The percentage of the total portfolio which each type of investment represents.

H. Statement of compliance of the City's investment portfolio with State Law and the Investment Strategy and Policy approved by the City Council.

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In conjunction with the annual audit, a formal annual review of these reports will be performed by an independent auditor with the results reported to the City Council as part of the overall audit report.

E. INVESTMENT PORTFOLIO

1. Active Portfolio Management

The City shall pursue an active versus a passive portfolio management philosophy. That is, investments may be sold or redeemed before they mature if market conditions present an opportunity for the City to benefit from the trade. The Investment Officers will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly.

2. Performance

It is the City's policy to purchase investments with maturity dates coinciding with cash flow requirements. Using this strategy, the City attempts to purchase the highest yielding allowable investments available at the time of purchase. The City shall encourage a competitive environment for all investment activities including investment pool and mutual fund selections, financial institution deposit placements, securities transactions, and other investment-related proceedings. Weighted-average-yield-to-maturity shall be the portfolio's performance measurement standard.

3. Investments

Assets of the City may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized at the time of purchase for investment under the PFIA, as the PFIA may from time to time be amended. The City is not required to liquidate investments that were authorized investments at the time of purchase. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

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a). Authorized

1. Obligations issued, guaranteed, or insured by the United States of America, its agencies and instrumentalities, including the Federal Home Loan Banks.

2. Direct obligations of the State of Texas, its agencies and instrumentalities.

3. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of this State or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.

4. Obligations of the States, agencies thereof, Counties, Cities, and other political subdivision of any state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than “A” or its equivalent.

5. Certificates of Deposit, and other forms of deposit, of state and national banks, savings banks, or state or federal credit unions that has a main or branch office in Texas, guaranteed or insured by the Federal Deposit Insurance Corporation (or its successor) or the National Credit Union Share Insurance Fund (or its successor), or secured by obligations described in G. 3. Collateral Defined, or as authorized by the PFIA. Bids/quotes for certificates of deposit may be solicited in the following ways: orally, in writing, electronically, or in any combination of the above methods.

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6. Fully collateralized direct repurchase agreements with a defined termination date secured by cash or obligations of the United States or its agencies and instrumentalities. Securities purchased must be pledged to the City, held in the City's account, and deposited at the time of the investment with the City, and placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. Such agreements may include direct security repurchase agreements and reverse security repurchase agreements with terms of 90 days or less after the delivery date. Funds received by the City under a reverse security agreement shall be used to acquire additional authorized investments, but those investments must mature no later than the expiration date stated in the reverse security repurchase agreement.

7. Local Government Investment Pools, if the pool is specifically approved by the Council and the pool invests only in investments authorized by the PFIA. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service. In order to be eligible to receive City funds a pool must comply with all PFIA requirements.

8. "Money Market" mutual funds that have a rating of AAA by at least one nationally recognized rating firm and are "no-load" funds. A "money market" mutual fund must seek to maintain a $1.0000 share value and include only short-term, highly liquid, and relatively low risk debt instruments. Must be registered with and regulated by the Securities and Exchange Commission. The City cannot own more than 10% of the mutual fund's total assets.

9. Guaranteed Investment contracts are allowed investments for bond proceeds only, if such contracts have a defined termination date, are

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secured by U.S. Government direct or agency obligations approved by the PFIA, in an amount equal to the bond proceeds, if security is pledged to the City and deposited with the City or a third party, and if the investment term is limited to five years from the date of bond issuance. In addition, specific provisions under PFIA Section 2256.015(c) 1-5 must be met to allow investment in these contracts.

b. Not Authorized

The City's authorized investment options are more restrictive than those allowed by State law. State law specifically prohibits investment in the following investment securities, or investment in specific instruments at levels higher than those listed below:

1) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.

2) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

3) Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.

4) Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

4. Holding Period

The City intends to match the holding periods of investment funds with liquidity needs of the City.

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5. Risk and Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification which shall be achieved by the following general guidelines:

a) Risk of issuer default is controlled by limiting investments to those instruments allowed by the PFIA, which are described herein.

b) Risk of market price changes shall be controlled by avoiding over-concentration of assets in a specific maturity sector, maintenance of adequate liquidity, and limitation of appropriate average maturity.

c) Risk of temporary illiquidity shall be controlled by monitoring the rating of each issuer, as applicable, at least quarterly, and taking all prudent measures that are consistent with this Policy to liquidate an investment that does not have the minimum rating.

F. SELECTION OF FINANCIAL INSTITUTIONS AND BROKER/DEALERS

1. Depository

In compliance with State legislation, a Primary Depository shall be selected through the City's banking services procurement process, which shall include a formal request for application (RFA). In selecting a Primary Depository, the credit worthiness of institutions shall be considered, and the Chief Financial Officer shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history. In addition, the City may establish non-primary banking relationships based on deposit and unique service capabilities.

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Institutions seeking to establish eligibility for the City's depository shall submit for review financial statements, evidence of federal insurance and other information as required by the Chief Financial Officer.

Any institution designated as a depository by the City will provide collateral in accordance with this Policy and applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards depository deposits. Institutions serving as a depository will be required to sign a Depository/Collateral Agreement with the City. The collateralized deposit portion of the Agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- The agreement must be in writing;
- The agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
- The agreement must be approved by the Board of Directors or designated committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
- The agreement must be part of the Depository's "official record" continuously since its execution.

2. Broker/Dealers

For broker/dealers, the City shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as the "Primary Government Security Dealers", unless analysis reveals that other firms are adequately financed to conduct public business. All broker/dealers shall provide the City with references from public entities which they are currently serving. The Investment Committee shall adopt and annually review a list of

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qualified broker/dealers authorized to engage in investment transactions with the City.

All investment providers, financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following, as appropriate:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of state registration

Additionally, the qualified representative or equivalent of the Local Government Investment Pool or discretionary Investment Advisor firm (i.e. business organization) shall execute a Certificate to the effect that the qualified representative has:

1.) Received and thoroughly reviewed this Investment Policy, and

2.) Acknowledged that their business organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment transactions between itself and the City that are not authorized by this Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio, requires and interpretation of subjective investment standards or relates to investment transactions of the City that are not made through accounts, or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The City may not engage in an investment transaction with a business organization prior to receiving this written acknowledgment completed by the organization.

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G. SAFEKEEPING AND CUSTODY

1. Insurance or Collateral

All non-insured deposits and repurchase agreement investments of City funds shall be secured as required by State legislation. Deposits secured with irrevocable letters of credit shall have 100% of principal plus anticipated interest of the deposit, less any amount insured by the FDIC. In order to anticipate market changes and provide a level of security for all funds, the minimum marketable security collateralization level will be 102% of market value of principal plus accrued interest on the deposits or repurchase agreement investments less any amount insured. Evidence of the pledged collateral shall be maintained by the Chief Financial Officer or Finance Director (for their respective portfolios), or a third party financial institution. Repurchase agreements shall be documented by a specific agreement noting the eligible collateral pledge in each agreement. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

2. Custodial Agreement

Collateral pledged to secure deposits of the City shall be held by a custodian institution in accordance with a Custodial Agreement which clearly defines the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The custodian institution shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

3. Collateral Defined

The City shall accept only the following as collateral:

a) FDIC and NCUSIF insurance coverage.

b) A bond, certificate of indebtedness, or note of the United States or its agencies and instrumentalities, or other evidence of

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indebtedness that is guaranteed as to the principal and interest by the United States or its agencies and instrumentalities.

c) Obligations, the principal and interest on which are unconditionally guaranteed or insured by the State of Texas or its agencies and instrumentalities.

d) A bond of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency, with a remaining maturity of ten (10) years or less.

The use of a letter of credit issued to the City by a Federal Home Loan Bank may be considered by the City to meet the required bank depository collateral requirements.

4. Subject to Audit

All collateral shall be subject to inspection and audit by the City or the City's independent auditors.

5. Delivery vs. Payment

Securities shall be purchased using the delivery versus payment method. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the City or its safekeeping agent. The security shall be held in the name of the City or held on behalf of the City. The safekeeping agent's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

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H. INVESTMENT POLICY ADOPTION

The City Investment Policy shall be adopted by resolution of the City Council. The Investment Committee shall review the Policy for effectiveness on an annual basis and any modifications will be recommended for approval to the City Council. The City Council shall review and approve these investment policies and strategies not less than annually.

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APPENDIX A

SAMPLE INVESTMENT POLICY CERTIFICATION FORM

As required by Texas Government Code 2256.005(k)

CITY OF TEXARKANA, TEXAS

THE STATE OF TEXAS

COUNTY OF BOWIE

BEFORE ME, the undersigned authority, on this day personally appeared the person whose name is subscribed below, who, being by me first duly sworn, upon oath deposed and said:

My name is _____. I am a Qualified Representative of _____ (the "Business Organization"). This Statement is provided to meet the requirements of the Public Funds Investment Act.

I hereby certify that:

1. I have reviewed the City's Investment Policy;

2. The Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City of Texarkana and the Business Organization that are not authorized by the City's Investment Policy, except to the extent that the Business Organization has not made an analysis of the make-up of the City's entire portfolio or has not engaged in any interpretation of subjective investment standards or requires and interpretation of subjective investment standards or relates to investment transactions of the City that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority; and

3. The statements, representations and declarations made in this document are true and correct.

_____
Qualified Representative

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Government Treasurers' Organization of Texas

Investment Policy Certification Checklist

Entity: Texarkana

Office Use Only
Reviewer:
Date:

*__Applicant__ must indicate in this column where item is located in the investment policy submitted for review. (Example: Authorized and Suitable Investments, Section 6, page 10)

****Revised: July 2023**

CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Policy Statement Policy statement emphasizing the guiding principles of the investment program and conformance to all statutes, rules and regulations governing the investment of public funds.	**INTRODUCTION**		
Scope List of funds covered by the policy. Funds can either be defined specifically as they are listed in the audited annual financial report, or more generally (i.e. short-term operating funds). This section should also specify which funds, if any, are combined for investing purposes as a "pooled fund group", and which funds are managed as "separately invested assets", as defined in **PFIA 2256.002(9)**.	**A. SCOPE**		
General Objectives Investment policy must primarily emphasize safety of principal, liquidity **[PFIA 2256.005 (b)(2)]**, and yield **[PFIA 2256.005 (b)(3)]**. Policy includes procedures to monitor rating changes and liquidation of such investments consistent with **[PFIA 2256.005 (b)(4)(F)]**.	**B. OBJECTIVES**		
Prudent Person Rule "Prudent Person" statement relating to the standard of care that must be exercised when investing public funds. **PFIA 2256.006 (a-b)**	**C RESPONSIBILITY AND CONTROL – 4. PRUDENCE**		
Capability of Investment Management Investment policy must address quality and capability of investment management. **PFIA 2256.005 (b)(3)**	**C RESPONSIBILITY AND CONTROL – 2. DELEGATION OF AUTHORITY & TRAINING**		

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CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Ethics Disclosure and Conflicts of Interest Investment Policy must require the investment officer(s) to file a disclosure statement with the Texas Ethics Commission and the governing body if: a. the officer has a personal business relationship with a business organization offering to engage in an investment transaction with the City (as defined in 2256.005 (i)(1-3)); or b. the officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the entity. **PFIA 2256.005 (i)**	**C RESPONSIBILITY AND CONTROL –5. ETHICS & CONFLICTS OF INTEREST**		
Delegation of Investment Authority Investment Policy must designate one or more officers of the entity as the investment officer(s) responsible for the investment of its funds (does not apply to a state agency, local government, or investment pool for which an officer of the entity is assigned by law the function of investing funds). **PFIA 2256.005 (f)**	**C RESPONSIBILITY AND CONTROL – 2. DELEGATION OF AUTHORITY & TRAINING**		
Investment Training Investment training is required for the treasurer, CFO, and the investment officer(s) of a local government (see 2256.007 for training requirements for state agencies). Training must be received from an independent source, *approved by the entity's governing body or investment committee,* and must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with PFIA. The hours of training vary and must be completed within a specific number of months of taking office or assuming duties. Thereafter, renewal training hours must be completed every two years. (State Agencies, Higher Education, and Community Colleges training cycles are concurrent with the state fiscal biennium.) (Local governments training cycles are concurrent with the government s' fiscal year.) Training hours vary with entity types and investment holdings of municipalities and schools with local investments. Training requirements can be viewed at https://gtot.nctcog.org/training/pfia-workshops/training-requirements. **PFIA 2256.008**	**C RESPONSIBILITY AND CONTROL – 2. DELEGATION OF AUTHORITY & TRAINING**		

Attachment: 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (4343 : 2024-128 RES Adopting the City's Investment Policy)

CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Signed Investment Policy Certification form HB 1701 changes "person" to "business organization" and narrowly defines business organization as either an investment pool or an investment management firm under contract to manage the entity's portfolio with discretionary authority. Very few investment management contracts for public funds grant such discretion, meaning investment pools will generally be the only organizations still required to sign this certification. This bill has all but killed the legal requirement for the policy certification; Public entities may wish to revise their investment policy as it seems likely that brokers, absolved of this legal requirement, may no longer be willing to sign those certifications. Public entities should still provide their investment policy to their brokers, who in fact should be asking for it. Among other things, FINRA's "Know Your Customer" rules, largely established by the suitability requirements of FINRA Rule 2111, require that brokers, "have a reasonable basis to believe that a recommendation is suitable for a particular customer based on that customer's investment profile." Providing the broker with your investment policy should very clearly describe your investment profile, particularly with regard to the primary objective of safety of principal. Compliant certification includes acknowledging that the business organization has: a. received and reviewed the entity's Investment Policy; and b. implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards. **PFIA 2256.005 (k-l)**	**F SELECTION OF FINANCIAL INSTITUTIONS & B/DS – 2. BROKER/DEALERS**		
Establishment and annual review of qualified bidders list Investment Policy must require either the entity's governing body, or its Investment Committee to, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity. **PFIA 2256.025**	**F SELECTION OF FINANCIAL INSTITUTIONS & B/DS – 2. BROKER/DEALERS**		
Independent Third-Party Safekeeping Securities and collateral will be held by a third-party custodian designated by the entity, and held in the entity's name as evidenced by safekeeping receipts of the institution with which the securities are deposited.	**G SAFEKEEPING & CUSTODY– 5. DELIVERY VS PAYMENT**		
Delivery vs. Payment Investment Policy must require "delivery vs. payment" (DVP) settlement of all transactions, except local government investment pool and mutual fund transactions. **PFIA 2256.005 (b)(4)(E)**	**G SAFEKEEPING & CUSTODY– 5. DELIVERY VS PAYMENT**		

Attachment: 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (4343 : 2024-128 RES Adopting the City's Investment Policy)

CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Competitive Bidding Investment Policy should require at least three competitive offers or bids for all individual security purchases and sales (excluding transactions with money market mutual funds, local government investment pools and when issued securities, which are deemed to be made at prevailing market rates).	**E Investment Portfolio – 2. Performance**		
Suitable and Authorized Investments List the types of authorized investments in which the investing entity's funds may be invested. Investments authorized by PFIA are listed in Sections 2256.009 – 2256.016 and Section 2256.019 – 2256.0201. It is recommended that investment descriptions be either directly quoted from PFIA and/or referenced to PFIA. Be sure to include minimum required ratings and maximum allowable stated maturities, where applicable. If Repurchase Agreements are an authorized investment, the policy should require execution of a "Master Repurchase Agreement". Your policy may be more restrictive than PFIA and need not include every investment authorized by PFIA. **PFIA 2256.005 (b)(4)(A-B)**	**E Investment Portfolio – 3. Investments – B Not Authorized**		
Prohibited Investments An entity may choose to prohibit certain investments that are authorized by PFIA. The Policy should either: a. list prohibited investments, including those specifically prohibited in **PFIA 2256.009 (b)(1-4)**; or b. state only those investments listed in this section are authorized.	**E Investment Portfolio – 3. Investments – A Authorized**		
Effect of Loss of Required Rating All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. **PFIA 2256.021 (do we need to state this twice, it was added to General Objectives)**	**E Investment Portfolio – 3. Investments**		
Collateral Policy The governing body must approve a written policy relating to collateralization. It should be included in the Investment Policy and require collateralization for all uninsured collected balances, plus accrued interest, if any. In addition, the policy should address acceptance, substitution, release, and valuation of collateral. **Collateral for Public Funds, Chapter 2257, Texas Government Code**	**G Safekeeping & Custody-1. Insurance or Collateral**		
Diversification and Maximum Maturities Investment policy must address investment diversification, yield, and maturity. (Yield is normally addressed under General Objectives following primary objectives of safety of principal and liquidity.) **PFIA 2256.005 (b)(3)**	**E Investment Portfolio – 4. Holding Period and 5. Risk & Diversificatio n**		

Attachment: 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (4343 : 2024-128 RES Adopting the City's Investment Policy)

CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Investment Strategies The Investment Policy must require adoption by the governing body of a separate investment strategy for each of the funds, or group of funds, under its control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance: (1) understanding of the suitability of the investment to the financial requirements of the entity; (2) preservation and safety of principal; (3) liquidity; (4) marketability of the investment if the need arises to liquidate the investment before maturity; (5) diversification of the investment portfolio; and (6) yield (assign performance benchmarks as appropriate) **PFIA 2256.005 (d)**	**INVESTMENT STRATEGY**		
Weighted Average Maturity for Pooled Fund Groups If your entity combines funds as a "pooled fund group" for investing purposes, then the maximum dollar-weighted average maturity of the portfolio, based on the stated maturity date, must be included in your Investment Policy. **PFIA 2256.005 (b)(4)(C)**	**E INVESTMENT PORTFOLIO – 2. PERFORMANCE**		
Quarterly Reporting Investment Policy must require quarterly investment reports, prepared by the investment officer(s) and submitted to the governing body. Specific PFIA reporting requirements should be either be included in your policy or referenced to PFIA. **PFIA 2256.023**	**D REPORTING**		
Review by Independent Auditor Quarterly reports must be formally reviewed at least annually by an independent auditor and reported to the governing body. (An entity is exempt from this review if it *only* invests in money market mutual funds, investment pools or accounts offered by its depository bank in the form of CDs or money market accounts.) **PFIA 2256.023 (d)**	**D REPORTING**		
Marking to Market The market value of the portfolio must be determined at least quarterly and included in the quarterly investment reports. The Investment Policy must include methods to monitor the market price of investments acquired with public funds (e.g. IDC, Bloomberg, etc.) **PFIA 2256.005 b)(4)(D)**	**D REPORTING – 3. METHODS**		
Internal Controls Investment Policy must require, in conjunction with its annual financial audit, a compliance audit of management controls on investments and adherence to the entity's established investment policies (see 2256.005(n) for the requirement for state agencies). **PFIA 2256.005 (m)**	**C RESPONSIBILITY AND CONTROL – 3 INTERNAL CONTROLS**		
Exemption for Existing Investments An entity is not required to liquidate investments that were authorized investments at the time of purchase. **PFIA 2256.017**	**E INVESTMENT PORTFOLIO – 3. INVESTMENTS**		

Attachment: 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (4343 : 2024-128 RES Adopting the City's Investment Policy)

CRITERIA	PLACEMENT IN POLICY*	ACCEPTABLE (RECOMMENDATIONS)**	UNACCEPTABLE (RECOMMENDATIONS)
Annual Review and Adoption of Investment Policy and Strategies Investment Policy must require the governing body to, not less than annually, adopt a written instrument stating that it has reviewed the Investment Policy and investment strategies and that the written instrument so adopted shall record any changes made to either the policy or strategies. **PFIA 2256.005 (e)**	**H INVESTMENT POLICY ADOPTION**		

**Reviewer may assign an “acceptable” grade to an item and, if desired, also indicate how the discussion of the item may be improved in the policy.

Attachment: 2024-128 ATTH 01 GTOT IP checklist Texarkana 2024 08 22 (4343 : 2024-128 RES Adopting the City's Investment Policy)

Valley View Consulting, L.L.C.

2024-128 ATTH 02

August 22, 2024

To: Investment Committee

Fr: Dick Long

Re: Training Sources and Broker/Dealers

For consideration by the Investment Committee:

Independent training sources:

- Government Finance Officers Association
- Government Finance Officers Association of Texas
- Government Treasurers' Organization of Texas
- International City/County Management Association
- Texas Municipal League
- Council of Governments
- University of North Texas
- American Institute of Certified Public Accountants
- Association of Governmental Accountants

Approved Broker/Dealer List:

- FHN Financial
- Multi-Bank Securities
- Rice Financial
- Stifel
- Wells Fargo Securities

2428 Carters Mill Road, Huddleston, VA 24104-4003
540.297.3419

Attachment: 2024-128 ATTH 02 Broker Dealers Training Sources 2024 08 22 Texarkana (4343 : 2024-128 RES Adopting the City's Investment

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:

Attachment: 2024-128 Goals & Perspectives (4343 : 2024-128 RES Adopting the City's Investment Policy)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/10/2024 12:03 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,

Subject: Resolution No. 2024-130 adopting the City's Budget Strategic Plan.

Briefing: 10/14/2024 **Public Hearing:** **Council Vote:** 10/28/2024

Item Schedule

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The Government Finance Officers Association (GFOA) recommends that governments engage in strategic planning to provide a vision for the future that can be used to align budgeting with organizational priorities. A formal strategic plan helps to ensure that the goals of the community, city management, and the City Council align. The proposed strategic plan includes the previously adopted Vision Statement, Mission Statement, Core Values, and Goals for the city and is intended to guide the city's fiscal budget development and implementation process, while still allowing flexibility for future City Councils to review and amend as necessary. It is also built on the goals included in other city planning documents and will be updated annually through the budget process.

Potential Options:

- Approve
- Deny

Fiscal Implications:

This plan will be used to guide the fiscal budget development and implementation process.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Not Applicable

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

a. 2024-130 EXH 'A' FY 25 Budget Strategic Plan (DOCX)
b. 2024-130 RES Adopting Budget Strategic Plan (DOC)
c. 2024-130 Goals & Perspectives (DOCX)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	10/10/2024 11:36 AM
Finance Department	Kristin Peeples	Finance Review	Completed	10/10/2024 11:36 AM
City Manager	David Orr	City Manager Review	Completed	10/10/2024 3:39 PM
City Council	Jennifer Evans	Meeting	Pending	10/14/2024 6:00 PM

Meeting History

FY 25 Budget Strategic Plan Overview

The proposed FY 25 Budget Strategic Plan includes the previously adopted Vision Statement, Mission Statement, Core Values and Goals for the city. This plan is intended to guide the city's fiscal budget development and implementation, with flexibility for future City Councils to review and amend as necessary. The Strategic Plan will be updated annually through the budget process.

Future Vision

By 2034, Texarkana, Texas, aims to be a thriving city with a population exceeding 40,000, recognized among the top cities in Texas for its exceptional quality of life and business-friendly environment. The city will be supported by excellent schools, expanded infrastructure—including utilities, bike lanes, sidewalks, and interconnected roads—and vibrant communities with new housing subdivisions and revitalized neighborhoods. Texarkana will be distinguished by its historic downtown district, proximity to the Dallas-Fort Worth Metroplex and Little Rock, Arkansas, and active businesses that provide a stable tax base and employment opportunities. With a competitive business climate, advanced medical facilities, and numerous higher education opportunities, Texarkana will be a city of community pride and unity.

Vision Statement

The vision of the City of Texarkana, Texas, is to be a thriving regional center for education, business, and culture which attracts and serves our residents and visitors.

Mission Statement

The mission of the City of Texarkana, Texas is to provide public services and leadership to its residents and visitors in a safe, welcoming, and vibrant community.

Core Values

Teamwork, Integrity, Accountability, Innovation, Leadership, Professionalism, Communication and Character.

Supporting Statements

These statements are designed to assist with the understanding the logistics behind the formation and implementation of action items:

A. Some action items have direct fiscal implications, while others are administrative and will be executed by the City Council and/or City Staff through ordinances, resolutions, policies, etc.

B. The timeline for achieving action items varies; some may be completed quickly, while others may take months or even years.

C. The Strategic Plan's five goals are intended to remain consistent from year to year, though action items may change based on relevance and ongoing needs.

D. Goals are long-term and may require varying levels of focus, resources, and funding each fiscal year.

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

E. Many action items address multiple goals; however, each action item will be primarily assigned to one goal, with cross-references to others as applicable.

F. While City Staff will prioritize the implementation of all action items, operational dynamics, staffing limits, and time constraints may impact the completion or progress of certain items.

Assignment of Responsibility

Each year, the City Manager will submit a proposed budget to the City Council, as outlined in Article VIII of the City Charter. This budget will include action items that align with the Strategic Plan. Action items will be assigned to specific departments and tracked by the City Manager, with progress reports provided during the following fiscal year's budget process. The City Council may request updates on action items at any time.

Action Items by Goal

Goal #1 — Continue to improve working relationships with Texarkana, Arkansas, Bowie County, State and Federal Partners.

- **Ongoing Monthly Meetings with Texarkana, Arkansas City Manager**
  Assignment: City Manager's Office
- **Formalize relationships (internship program, Big Event, TC Workforce training) with MOU agreements with Texarkana College and Texas A&M – Texarkana by September 30, 2024. (ongoing)**
  Assignment: City Manager's Office
- **Implementation of the Lake Wright Patman Ultimate Rule Curve with Riverbend**
  Assignment: City Manager's Office, Attorneys Office
- **Work on Contract Extension with Graphic Packaging International with Riverbend**
  Assignment: City Manager's Office, Attorneys Office
- **Airport Runway Extension Projects with TxDOT, ARDOT and FAA**
  Assignment: Airport Authority & City Manager's Office
- **IAC Bi-State Meetings with Texarkana, Arkansas and Bowie County**
  Assignment: City Manager's Office, Finance
- **Interlocal Agreements for Animal Control Services with Bowie County, Texarkana, Arkansas, and surrounding cities**

  Assignment: Development Services
- **Continue partnering with TxDOT to improve pedestrian facilities throughout the City**
  Assignment: Public Works and Planning and Community Development
- **BI-Monthly Meetings with Texarkana Arkansas City Manager, Texarkana Texas City Manager, and IT Director to regarding the joint IT Department.**

  Assignment: City Manager’s Office, IT Department

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

- **Continue to work with TDEM and FEMA for ongoing Hazard Mitigation Grants and BRIC Building Resilient Infrastructure Communities**

  Assignment: TTFD/OEM

- **Build up relationships with our mutual aid partners through training and resource sharing.**
  Assignment: TTFD

- **Continue working with the TWDB implementing the 2023 State Flood Plan and working on the next 5-year plan**
  Assignment: Public Works

- **Continue working with Texarkana Arkansas, Texas, and both counties in improving and expanding the Cities water and sewer infrastructure.**
  Assignment: TWU

- **Install a new AMI System with leak detection in an effort to improve the efficiency of our system as well as to minimize the system water loss.**
  Assignment: TWU

- **Continue working with both State and Federal agencies thru permitting and monitoring of both the distribution system and water and sewer plants to maintain compliance.**
  Assignment: TWU

Goal #2 — Encourage Economic Development through Business Development and Retention Planning

- **Create an economic development strategic plan for the city in partnership with AR-TX REDI by December 31st, 2024. (ongoing)**
  Assignment: City Manager's Office

- **Facilitate the creation of a regional business incubator/creator space in collaboration with AR-TX REDI, TC, TAMUT, UAHT and Texarkana, Arkansas.**
  Assignment: City Manager's Office

- **Continue to encourage and provide staff support for Pre-Development Meetings**
  Assignment: Public Works Department, Development Services Department, TWU, City Manager’s Office.

- **Creation of Cyber Incident Mutual Aid ILA between the City, TISD, PGISD, LEISD, TC, and TAMUT.**

- Assignment: IT Department

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

- **Continue to work closely with the REDI Group and the Public Works Departments of both Cities to provide services to proposed developments.**
- Assignment: TWU

Goal #3 — Promote Long-Term Growth in the Community

- **Assist with the MPO State Line Corridor planning and future reconstruction project.**
  Assignment: Public Works Department, Planning and Community Development Department, City Manager's Office

- **Ongoing monitoring of market data related to employee compensation and benefits to ensure the City continues to hire and retain a skilled workforce to ensure growth and stability within the community.**
  Assignment: Human Resources, City Manager, Finance

- **Continue investing and upgrading the City's infrastructure systems**
  Assignment: Public Works, TWU, Finance

- **Continue updating the Utilities Water and Sewer Master Plans to ensure capacity for future growth**
  Assignment: TWU

- **Continue developing and implementing the Parks 15–20-year Master Plan for the continued quality of life for the community.**
  Assignment: Parks

Goal #4 — Improve Interdepartmental Collaboration to Enhance City Services

- **Create cross-departmental collaboration teams in order for staff with different job responsibilities to come together and work towards common goals and solutions using the Strategic Doing model by June 30th, 2024.**

  Assignment: City Manager's Office

- **Preload invoices in Springbrook to accompany required financial tracking and accounting.**

  Assignment: City Secretary's Office

- **Streamline responses to public record requests via the city's website for efficient customer service.**

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

Assignment: City Secretary's Office

- **Establish a workable Records Management program citywide.**

  Assignment: City Secretary's Office

- **Focus on improved communications and messaging regarding employee benefits and financial wellness throughout the year by hosting representatives from Texas Municipal Retirement System, Mission Square, Social Security Administration, and local business partners with expertise in Medicare and financial planning.**
  Assignment: Human Resources

- **Continue promoting the use of MyGOV for our staff and citizens to report issues and concerns**
  Assignment: Public Works, Development Services, Parks
- **Continue promoting the use of services such as the TOOL S.H.E.D. and services**
  Assignment: Planning and Community Development, Development Services,

- **Provide electronic and online payment options for all city services**

  Assignment: Finance

- **Promote financial transparency through monthly financial reporting on the City's website, preparation of a Popular Annual Financial Report, and completion of the Texas State Comptroller's Transparency Stars Program for traditional finances**
  Assignment: Finance

- **Work with all municipal departments to establish realistic expectations for Continuity of Government and Operations as recommended in the Business Continuity and Disaster Recover Strategic Plan prepared by BerryDunn.**
  Assignment: IT Department, all other Departments

- **Continue to work with other city departments to improve the safety and quality of life for our residents. (Ex. Assisting Parks & Rec with marking Bringle Lake trails)**
  Assignment: TTFD, Parks

- **Continue to promote the use of Cityworks and Springbrook to improve TWU's operations with both Cities.**
  Assignment: TWU

Goal #5 — Promote the Community & Regional Assets

- **Continue to lead the Courthouse Square Connections Strategic Doing team for improvements around the U.S Post Office and Federal Building downtown.**

  Assignment: City Manager's Office

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

- **Conduct review of Local Civil Service Rules to ensure organizational alignment and best practices.**
  Assignment: Human Resources

- **Continue to provide professional development opportunities to City staff throughout the year over key topics such as ethics, diversity, and sexual harassment prevention as well as job specific training to enhance the capabilities of City staff.**
  Assignment: Human Resources

- **Continue to promote neighborhood-led revitalization through forming new neighborhood association and assisting the existing ones.**
  Assignment: Planning and Community Development

- **Continue to promote the TTFD training field as a local and regional training facility.**
  Assignment: TTFD

- **Procuring property in a remote location with the goal of constructing an NRA/ OSHA approved firearms qualification range and a driving academy.**
  Assignment: TTPD

- **Replacing our Angel Armor rifle rated ballistic vests and service weapons.**
  Assignment: TTPD

- **Improvements to the Special Operations and Training Center and create new offices for traffic enforcement personnel at the Old Auto Auction Building recently acquired by the city.**

  Assignment: TTPD

- **Continue to promote the Parks & Recreation Sports Facilities, Park Amenities and Programs.**
  Assignment: Parks

Attachment: 2024-130 EXH 'A' FY 25 Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

RESOLUTION NO. 2024-130

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE CITY'S BUDGET STRATEGIC PLAN; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Government Finance Officers Association (GFOA) recommends that governments engage in strategic planning to provide a vision for the future that can be used to align budgeting with organizational priorities; and

WHEREAS, a formal strategic plan helps to ensure that the goals of the community, city management, and the City Council align; and

WHEREAS, this plan is intended to guide the city's fiscal budget development and implementation process; and

WHEREAS, this plan is built on the goals included in other city planning documents; and

WHEREAS, this plan will be updated annually through the budget process.

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

SECTION 1: The City Council approves the Budget Strategic Plan **(Exhibit "A")**.

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 **14th day of October, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-130 RES Adopting Budget Strategic Plan (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

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:

Attachment: 2024-130 Goals & Perspectives (4344 : 2024-130 RES Adopting the City's Budget Strategic Plan)

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 10/8/2024 8:22 AM

Lead Department: Economic Development **Action Officer:** Lisa Thompson, Economic Development/PIO

Subject: Resolution No. 2024-112 approving the funding of a loan from the Facade Revolving Loan Fund program for construction of facade improvements by Hayes Days Holdings, LLC to the buildings at 216-224 W. 3rd Street, Texarkana, Texas in an amount not to exceed $50,000 for two properties, for a total of $100,000.

Briefing: 10/14/2024 **Public Hearing:** 10/14/2024 **Council Vote:** 10/14/2024

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The redevelopment of 216 W 3rd Street in downtown Texarkana, Texas, represents a transformative project aimed at revitalizing a historic building currently in a shell state with no roof. This project is designed to create a vibrant, mixed-use property that will contribute significantly to the economic and cultural revival of downtown Texarkana.

Property Plans:

- Ground Floor: The ground floor will feature three commercial storefronts, offering prime retail or office spaces. This will cater to local businesses and attract foot traffic, enhancing economic activity in the area. An anticipated anchor tenant is the Beauty Bar salon, which is set to expand into one of these spaces, drawing additional customers and increasing the appeal of the location.

- Second Floor: The second floor will be developed into two short-term rental units, providing modern accommodations that blend historical charm with contemporary amenities. These units are poised to capitalize on the growing demand for unique lodging experiences in downtown Texarkana. This level will also house a versatile "war room," designed for business meetings, strategy sessions, and other private events. This space will serve as an overflow venue for events at the nearby Perot Theater, offering a well-equipped
and flexible environment for various needs.

- Rooftop Terrace: The property will feature a rooftop terrace overlooking the Perot Theater square. This space will serve as a premium venue for corporate events, private gatherings, and social functions. With its unique location and combination of historic charm and modern amenities, the rooftop terrace is expected to attract significant interest

and offer a competitive edge in the market.

Hayes Days Holdings, LLC was incorporated in 2020 and has since built a diverse and robust real estate portfolio. The company, owned by a husband-and-wife team, has demonstrated a strong track record in property investment and development.

The portfolio includes:

1. Two Cabins in Broken Bow, Oklahoma: Valued at over $3 million, these properties cater to the lucrative short-term rental market, offering luxurious accommodations in a popular vacation destination.
2. Short-Term Rental Property in Texarkana, Texas: Located at 214 W 3rd Street, this property is valued at $315,000 and contributes to the local economy by providing high-quality lodging in the heart of downtown.
3. Restaurant on Pine Street, Texarkana, Arkansas: Valued at $135,000, this establishment adds to the company's portfolio diversification and provides a steady income stream from the food and beverage sector.

Hayes Days Holdings, LLC has established itself as a trusted name in real estate, with a focus on properties that offer both investment potential and community value. The company's experience in managing diverse real estate assets positions it well to successfully execute the redevelopment of 216 W 3rd Street.

Potential Options:

- Approve
- Deny

Fiscal Implications:

This façade loan is funded in the Economic Development budget.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

Façade Loan Internal Review Committee recommends approval.

Advisory Board/Committee Meeting Date and Minutes:

Façade Loan Internal Review committee met on September 10, 2024, and unanimously recommended approval.

Attachments

a. 2024-112 RES Facade Loan for 216 and 224 W. 3rd(DOCX)
b. 2024-112 ATTH 01 Application (PDF)
c. 2024-112 ATTH 02 Project Details (PDF)
d. 2024-112 ATTH 03 Design Plans (PDF)
e. 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (PDF)
f. 2024-112 ATTH 05 Bid for construction (PDF)

g. 2024-112 Goals & Perspectives (DOCX)

Staff Coordination

Economic Development	Completed	Lisa Thompson 09/16/2024 4:09 PM	Department Head Review	
City Manager	David Orr	City Manager Review	Completed	09/16/2024 4:35 PM
City Council	Jennifer Evans	Meeting	Completed	09/23/2024 6:00 PM

Meeting History

09/23/24 City Council MOVED FORWARD Next: 10/14/24

Lisa Thompson briefed this agenda item.

RESOLUTION NO. 2024-112

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE FUNDING OF A LOAN FROM THE FAÇADE REVOLVING LOAN FUND PROGRAM WITH FUNDS FROM THE ECONOMIC DEVELOPMENT FUND AUTHROIZING THE CITY MANAGER TO EXECUTE LOAN DOCUMENTS ON BEAHLF OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 064-2013, the City Council established a Facade/ Landscape Revolving Loan Fund (FLRLF) for owner occupied owner operated businesses in the Texarkana Texas Downtown Gateway, Scenic, and Historic Special Design Districts and the Downtown TIRZ (TIRZ #2) District for the purpose of restoring or improving facades and landscaping; and

WHEREAS, the Facade/Landscape Revolving Loan Fund (FLRLF) will be capitalized with Economic Development funds on an annual basis in an amount not to exceed $50,000 annually; and

WHEREAS, the Facade/Landscape Revolving Loan Fund Committee will provide the administration of such a revolving loan program to determine qualification and availability of funds; and

WHEREAS, the Facade Revolving Loan committee has recommended the potential funding of a loan for construction of facade improvements by Hayes Days Holdings, LLC. to the buildings at 216 and 224 W. 3rd Street, Texarkana, Texas, in an amount not to exceed $50,000 for each project, for a total of $100,000; and

WHEREAS, the City Council recognizes the need for funding of projects to preserve structures and further economic development as evidenced by their creation and approval of the Facade Revolving Loan policy with Resolution No. 064-2013.

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

SECTION 1: The City Council of the City of Texarkana, Texas approves funding a loan from the Facade Revolving Loan Fund to Hayes Days Holdings, LLC in an amount not to exceed $50,000 for each project for a total of $100,000 with collateral of a subsidiary lien on real estate.

SECTION 2: The City Council authorizes the City Manager to execute loan documents for the Facade Revolving Loan Fund on behalf of the City in an amount not to exceed $50,000 for each project for a total of $100,000.

Attachment: 2024-112 RES Facade Loan for 216 and 224 W. 3rd (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

SECTION 3: This resolution shall be in full force and in effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th day of October, 2024**.

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-112 RES Facade Loan for 216 and 224 W. 3rd (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

City of Texarkana, Texas
Downtown Historic Building Grants

FOR OFFICE USE ONLY	
File #	
Assessment Role Number	Assessed Property Value
Property Address	
Date Application Received	Date Application Completed

220 Texas Blvd
Texarkana, Texas 75504
Tele: (903) 798-3900 Fax: (903) 798-3913

Application

The information requested below will be used to process your application under the terms and conditions of the City of Texarkana, Texas's Façade Restoration and Improvement Grant Program.

I. Applicant Information

1. Applicant(s) name: Kevin Hayes for Hayes Days Holdings, LLC
   Mailing address: 25 Northridge Circle
   City: Texarkana State: TX Zip: 75503

   Federal Tax ID or Social Security Number: 330-72-3200

2. Applicant's daytime telephone number:
   Cell # (501) 326-2173 Fax# ( )
   E-mail address: KEVRHAYES@GMAIL.com

3. Status of applicant (please check one)
   - X Property owner with vacant facility
   - ___ Property owner with tenant business
   - ___ Property owner/operator of existing business on property

4. Owner of property is a/an (please check one)
   - ___ Individual
   - ___ Partnership (attach copy of Partnership Agreement)
   - X Corporation/profit (attach copy of Articles of Incorporation)
   - ___ Corporation/nonprofit (attach list of officers and directors)
   - ___ Trust (attach copy of Trust Agreement)
   - ___ Other

5. Length of ownership: 1 year
   Date purchased: August 2023

II. Property Information

1. Address of property to be improved:
   216-224 W 3rd Street; Texarkana, TX

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

2. Legal description of subject property:
Previously submitted

3. Tax Assessor Parcel Number(s):
Previously submitted

4. Year built:_____ Square footage:_____

5. Is this a National Register building? Yes___ No ✓ (check one)
Is this a building of known historical significance? Yes___ No ✓ (check one)

6. What are the current types of businesses occupying the building?
None

7. Name and phone number of tenant(s), if applicable:_____

(Attach additional names/numbers, if needed)

8. Use of building after construction: Downstairs commercial; upstairs short term rentals

9. Is a zoning amendment required? Yes___ No ✓ (check one)

III. Project Description

1. Description of Proposed Improvements. Please provide a detailed description of your proposed improvements. Attach a copy of your design plans, pictures, or renderings. Identify the materials to be used, such as the type of paint or stain (i.e., exterior latex, color, etc.). Include details of new signs or awnings, etc. Provide color photos of the subject property and those adjacent prior to and after the improvements are made.

Description: We have previously submitted all plans.

☐ Designs Attached ☐ Before Picture(s) Attached

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

IV. Work Estimates

Please attach contractor estimates for each component of the proposed improvement. Please note that grant funding shall be based on the lowest bid. Eligible costs shall be the cost of materials, equipment, and contracted labor to complete eligible improvements. Professional fees such as architects, engineers, and solicitors are not eligible costs.

1. Name/Company and Phone Number of Preferred Contractor:
   Rogers Construction
   Amount: ~~$ 1,500,000.00~~ $ 1,400,000.00
2. Name/Company and Phone Number of Second Contractor:
   Amount:
3. Additional Estimates/Comments: (Please attach additional quotes, as required)
4. Total estimated costs of your improvements: ~~1,500,000~~ $ 1,400,000
5. Estimated completion date for your improvements? August 2025

VI. Signature of Owner/Authorized Agent

Kevin Randall Hyer
Applicant

Co-Applicant

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

VII. Consent of the Owner to the Use and Disclosure of Personal Information

I/We, Hayes Days Holdings, LLC,
am the owner of the land that is the subject of this Application and, for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the _____ for the purposes of processing this application.

8/24/24
Date

Signature of Owner(s)

VIII. Authorization for Agent *(complete only if Applicant is not the registered Owner)*

I/We, _____,
the owner of the subject property, hereby authorize _____
(Agent) to act on my behalf with respect to the application.

_____
Date

_____
Signature of Owner(s)

Note: Information provided in this application will become part of a public record.

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS



Current front façade.

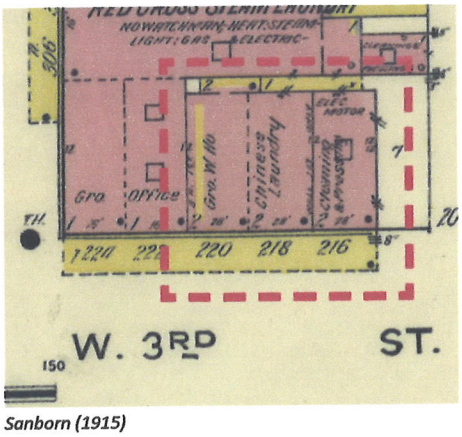
Main Street Manager Ina McDowell and property owner Kevin Hayes requested design assistance for the 214 West 3rd Street property. The owner wants to rehabilitate the building to have 2-3 commercial units on the first floor, 3 residential units on the 2nd floor and a third floor with a rooftop to rent for private events and possible residential use too.

Both buildings next door have been recently renovated. The business to the left, a hair salon, is interested in expanding into one of the commercial units and have access through the inside.

ANALYSIS

Historic records such as maps and photos help the Design Team learn more about the history of the buildings. Sanborn Fire Insurance Maps were created from the late 1800s to the mid -1900s to determine fire insurance liability in urbanized areas across the US. These maps include detailed information about a building including number of stories, openings, and construction materials, unique features and occupancy details.

The building first appeared in the Fire Insurance Sanborn Maps in 1915. A continuous canopy that extended through the 3 units and to the end of the block.



Sanborn (1915)

The historic photos (next page), provided by the Main Street manager, give us a view of a pre-1950's façade. Doors were centered in the units. Bulkheads and big display windows are visible. Tile is also present, and pilasters have contrasting colors.

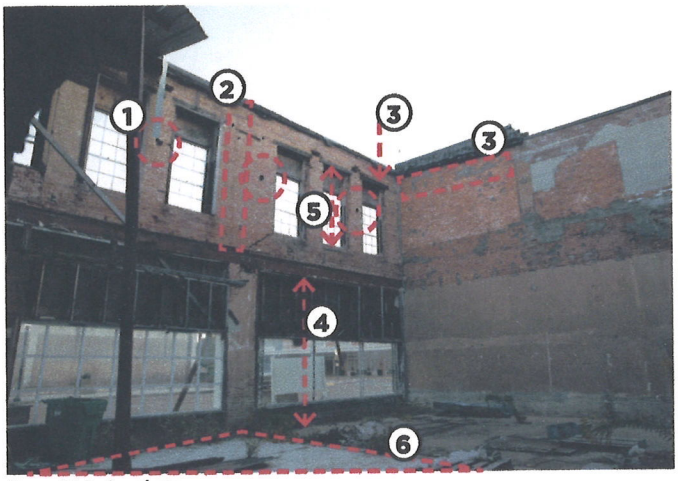
The building lost most of its roof in recent years. There are some remaining interior walls between two of the units. The front façade wall is still in place but should be inspected by an engineer as many structural issues are evident (photos next page). The brick is exposed in the interior, but the exterior façade still has a slipcover. When steel beams were added, also visible from the interior, it is most likely that the 1st floor façade was heavily altered. The 2nd floor former window frames are still in place. The material added to the exterior face of the brick facade conceals the original extent of the window openings.

The design assistance is based on The Secretary of Interior's Standards for the Treatment of Historic Properties to preserve architectural elements and the historic character of the building.

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

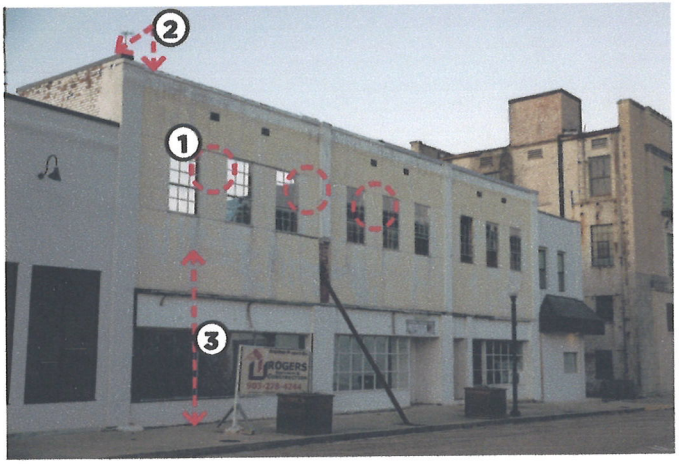
214 WEST 3RD STREET | TEXARKANA, TEXAS

1. A set of 3 openings appear at an unusual height. These could be signs of a former tie-rod canopy, or they could have served a different use. Main Street manager met with Patterson Camera Shop owners and requested historic photos. Structural investigation of these elements should be part of the recommended engineering report.
2. Remnants of a perpendicular wall are visible in the 2nd floor. The Camera Shop business extended from the corner building all the way into the three first floor units. It could be possible that the 2nd floor was joined at some point too.
3. Signs of joists suggest a roof height that is at the height of former window openings. This suggests there could have been a higher previous roof and parapet.
4. A beam was likely introduced when the façade was heavily altered and the commercial units were combined. Though this height is also consistent with location of second floor historically.
5. Former larger window frames are still in place.
6. Some remnants of floor tile are present, consideration of preserving and incorporating into the interior design is recommended.



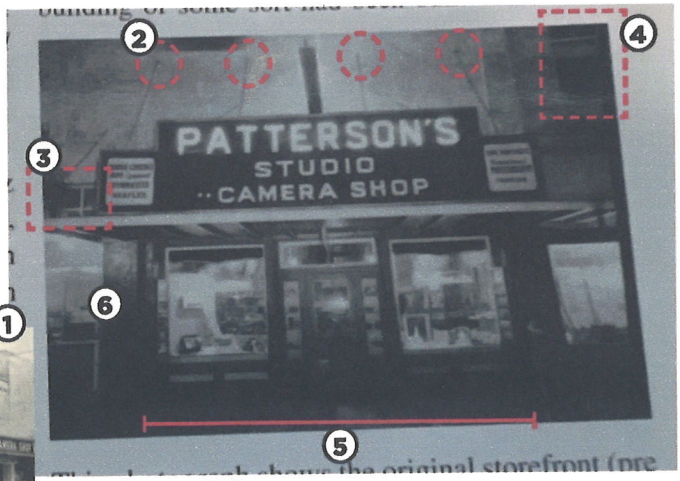
Current interior photo.

1. The sets of openings that are visible in the interior photo are not visible at the exterior and it is not clear if they align with tie rod canopy locations. Concealed bracing in the front facade should also be investigated.
2. The side parapet height also suggests that a previously higher front parapet or decorative cornice has since been removed. Given the roof work required of this project, it is recommended to consider a sensitive adjustment to the height of the front parapet.
3. Approximate height of the current structural beam. There is enough space for the addition of transom windows and a canopy, as seen in the Sanborn maps and historic photo.



Current exterior photo.

1. Based on the provided information we aren't able to confirm if these two historic photos pertain to the same building. Patterson's Camera Shop had different locations throughout the years.
2. The tie-rods are anchored at a similar height than the set of openings that are visible in the interior photos but these do not appear to be aligned in location.
3. Transom windows are visible to the left of the business sign.
4. 2nd floor windows are visible on the third unit. Main Street manager informed us that the 2nd floor of this unit was most likely used as a residence.
5. It appears that the main entrance to the Patterson's Camera Shop was through the center unit.
6. Tile is visible in the front façade.
7. Two contrasting colors are also visible on the pilasters.



Historic photos pre 1950s.



Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

DESIGN RECOMMENDATIONS



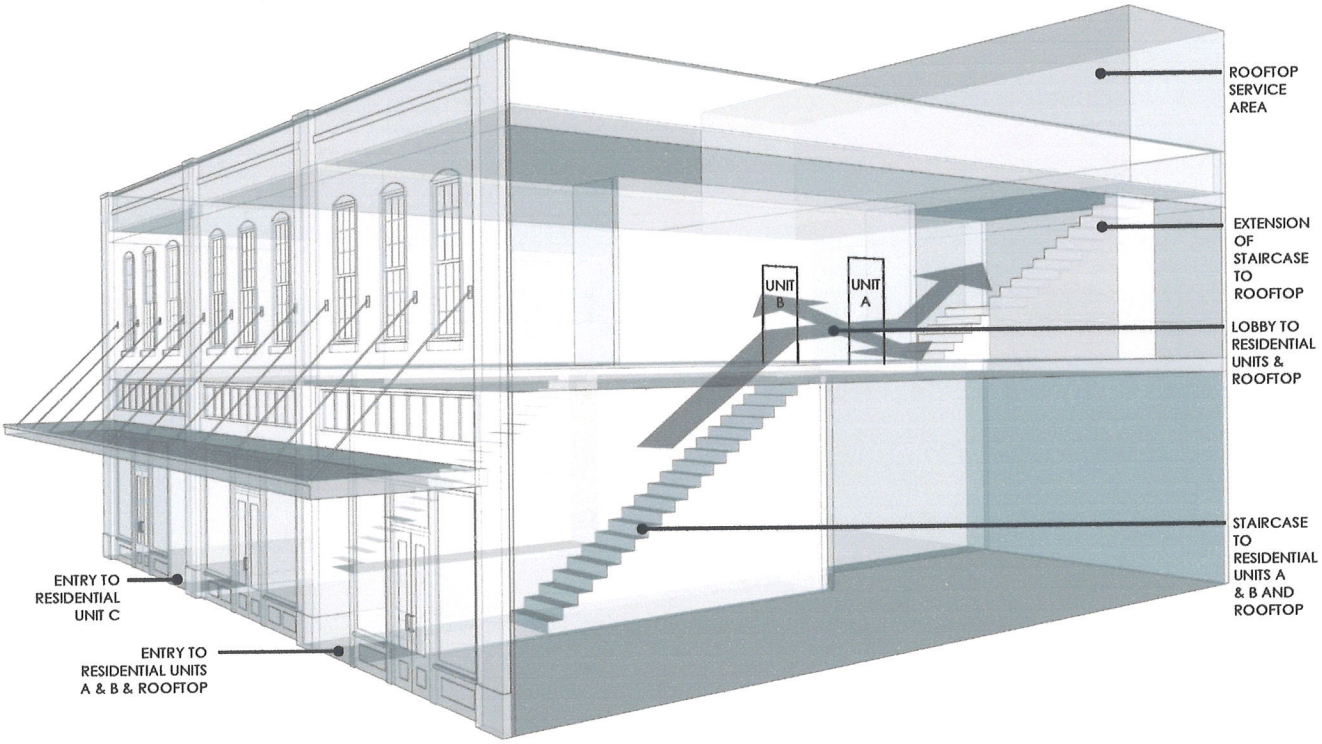
Proposed front façade.

- Bulkheads and large display windows are reintroduced, allowing clear views into the retail units and access to natural light, creating a welcoming environment.
- Doors are located at the center of each retail unit, consistent with historic photos of the area.
- Transom windows add to the interior natural illumination and reestablish original proportions of openings for the building.
- A recessed separate access to the 2nd floor creates a more private way to the residential units. A single staircase provides access to two different upstairs units.
- A continuous tie-rod canopy is reintroduced.
- The 2nd floor windows are returned to their original opening size, previously concealed by exterior facade treatment. The existing mullion grid is the reference for new windows at this location.
- With the installation of a new roof, a higher parapet with cornice detail is necessary to allow for original height of second floor windows.
- The façade requires extensive repair to the exterior covering. The brick behind the slipcover is most likely damaged and possibly not in proper condition to be exposed. Exploration of material should be done to determine the options available for stabilization and preservation of the historic facade. It appears the front wall can be repaired and remain in place, but a structural investigation is recommended.
- Rooftop access will need to be considered if a roof deck is added, this could be done through one of the residential staircases. Restrooms and service areas to support private events should also be included. This service volume should be located at the back of the building, not visible from the street-level, so it does not alter the historic character of the building and district, as advised in the Secretary of Interior's Standards.
- An alternative for locating restrooms and a service area on the rooftop is using one of the upstairs units as part of the private event area.

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

DESIGN RECOMMENDATIONS



Staircase volumetric diagram.

- Staircase provides access to two residential units allowing for more rental space.
- Extension of staircase provides access to the rooftop.
- The service area is recessed to the back of the building avoiding visible changes to the character of the building in the district from the street.

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

NOT FOR REGULATORY APPROVAL

The purpose of this report is to provide ideas and schematic designs for projects. Main Street Staff works with business and property owners to provide designs that meet their objectives while still respecting the historic building and context. For official tax credit review, a separate process must be followed and may involve modified design plans to meet the criteria. In the case of an existing structure, prior to making any improvements to the building façade(s) the building owner should perform a thorough review of the major structural components including the roof, walls, and foundation. All mechanical and electrical systems should be well maintained in conformity with applicable codes and ordinances. Building uses and interior arrangements of program spaces should also be in conformity with applicable codes and ordinances and remain subject to all applicable regulatory review by building officials having jurisdiction.

In addition, Texas Main Street Staff highly recommends working with an architect, engineer, and other professionals to complete most projects. They can manage the project and work through the complexities of code requirements and constraints of an existing building or new construction. If questions arise or additional designs are needed, please contact your local Main Street Manager for assistance. Please note that the designs and recommendations provided do not guarantee approval for the tax credit application, if applicable. Conceptual designs included in this document do not constitute regulatory approval of any kind including but not limited to the local building permit, development process and Texas Accessibility Standards as applicable.

CONSULTING INFORMATION WITH ASSISTANCE FROM **JAMIE CRAWLEY, AIA, NCARB, LEED AP BD+C**, MAIN STREET ARCHITECT HAS BEEN PREPARED BY:

TEXAS HISTORICAL COMMISSION
REAL PLACES TELLING REAL STORIES

Malena Maiz
Texas Main Street Project Design Specialist
Community Heritage Development Division
PO Box 12276 Austin, Texas 78711-2276
P: 512-463-9129
F: 512-463-3345
thc.texas.gov

Attachment: 2024-112 ATTH 01 Application (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

Business Description and Financing Proposal for 216 W 3rd Street

Business Description:

The redevelopment of 216 W 3rd Street in downtown Texarkana, Texas, represents a transformative project aimed at revitalizing a historic building currently in a shell state with no roof. This project is designed to create a vibrant, mixed-use property that will contribute significantly to the economic and cultural revival of downtown Texarkana.

Property Plans:

- **Ground Floor**: The ground floor will feature three commercial storefronts, offering prime retail or office spaces. This will cater to local businesses and attract foot traffic, enhancing economic activity in the area. An anticipated anchor tenant is the Beauty Bar salon, which is set to expand into one of these spaces, drawing additional customers and increasing the appeal of the location.

- **Second Floor**: The second floor will be developed into two short-term rental units, providing modern accommodations that blend historical charm with contemporary amenities. These units are poised to capitalize on the growing demand for unique lodging experiences in downtown Texarkana. This level will also house a versatile "war room," designed for business meetings, strategy sessions, and other private events. This space will serve as an overflow venue for events at the nearby Perot Theater, offering a well-equipped and flexible environment for various needs.

- **Rooftop Terrace**: The property will feature a rooftop terrace overlooking the Perot Theater square. This space will serve as a premium venue for corporate events, private gatherings, and social functions. With its unique location and combination of historic charm and modern amenities, the rooftop terrace is expected to attract significant interest and offer a competitive edge in the market.

Industry Discussion:

The Texarkana real estate and hospitality markets are experiencing growth, particularly in the downtown area. The focus on revitalizing historic properties and investing in mixed-use developments is transforming the downtown landscape into a vibrant commercial and cultural hub.

Commercial Real Estate Market:

Downtown Texarkana is becoming an increasingly attractive destination for businesses, particularly those in retail, personal services, and hospitality. With the city's focus on revitalizing its downtown area, there is a growing demand for well-located commercial spaces that can cater to both local residents and visitors. The expansion of a high-quality salon, such as Beauty Bar, which is already established in the area, will likely draw more foot traffic and enhance the appeal of the commercial space at 216 W 3rd Street.

Attachment: 2024-112 ATTH 02 Project Details (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

Short-Term Rental Market:

The short-term rental market in Texarkana is also on the rise, driven by both leisure and business travelers. The area's rich history, coupled with modern amenities, makes it an attractive destination for visitors looking for unique lodging experiences. The new short-term rental units at 216 W 3rd Street are well-positioned to capitalize on this trend, offering guests a blend of historic charm and modern convenience.

Foot Traffic and Overflow Demand:

One of the significant advantages of this property is its proximity to the Perot Theater, a cultural landmark that regularly draws large crowds for performances, events, and community gatherings. The foot traffic generated by the Perot Theater directly benefits the commercial spaces at 216 W 3rd Street, making it an attractive location for businesses seeking visibility and walk-in customers.

Moreover, the "war room" on the second floor can serve as an ideal space for the Perot Theater's overflow needs, such as hosting VIP receptions, meetings, or other events that require a private, well-equipped environment. This flexibility adds to the property's value proposition, offering a unique space that caters to the specific needs of the downtown business and cultural community.

Rooftop Terrace as a Competitive Advantage:

The rooftop terrace overlooking the Perot Theater square is a standout feature that offers a unique venue for hosting corporate events, private gatherings, and social functions. In downtown Texarkana, there are few venues that can compete with this space in terms of ambiance, location, and exclusivity. The terrace's combination of historic charm and modern amenities makes it a highly desirable location for businesses and individuals looking to host memorable events in a prestigious setting.

Given the limited availability of such premium event spaces in the area, the rooftop terrace at 216 W 3rd Street is expected to attract significant interest from corporate clients, local businesses, and event planners. This exclusivity not only enhances the property's appeal but also provides a competitive edge in the downtown event venue market.

History of Hayes Days Holdings, LLC:

Hayes Days Holdings, LLC was incorporated in 2020 and has since built a diverse and robust real estate portfolio. The company, owned by a husband-and-wife team, has demonstrated a strong track record in property investment and development.

The portfolio includes:

1. **Two Cabins in Broken Bow, Oklahoma**: Valued at over $3 million, these properties cater to the lucrative short-term rental market, offering luxurious accommodations in a popular vacation destination.

Attachment: 2024-112 ATTH 02 Project Details (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

2. **Short-Term Rental Property in Texarkana, Texas**: Located at 214 W 3rd Street, this property is valued at $315,000 and contributes to the local economy by providing high-quality lodging in the heart of downtown.

3. **Restaurant on Pine Street, Texarkana, Arkansas**: Valued at $135,000, this establishment adds to the company's portfolio diversification and provides a steady income stream from the food and beverage sector.

Hayes Days Holdings, LLC has established itself as a trusted name in real estate, with a focus on properties that offer both investment potential and community value. The company's experience in managing diverse real estate assets positions it well to successfully execute the redevelopment of 216 W 3rd Street.

Financing Proposal:

The total budget for the redevelopment project is estimated at $1.5 million. This will be financed through a combination of equity from existing real estate holdings and a loan from Guaranty Bank.

Sources of Funds (estimated as final budget is pending):

1. **Equity from Real Estate Holdings**: $400,000 (26.67% of total budget)
    - This will be leveraged from other real estate assets owned by Hayes Days Holdings, LLC, demonstrating significant commitment and reducing lender risk.
2. **Guaranty Bank Financing**: $1.1 million (73.33% of total budget)
    - Guaranty Bank will provide a loan secured by the property at 216 W 3rd Street and potentially other assets.

Use of Funds (estimates as the final budget is pending):

- **Demolition and Structural Repairs**: $300,000
- **Roof Construction**: $200,000
- **Ground Floor Commercial Space Development**: $400,000
- **Second Floor Short-Term Rentals Development**: $300,000
- **War Room Development**: $150,000
- **Rooftop Terrace**: $150,000

Financial Projections:

- **Commercial Rental Income**: $72,000 annually (based on $6,000 per month for three storefronts)
- **Short-Term Rental Income**: $100,000 annually (based on conservative projections from current short-term rental performance)
- **War Room Rental Income**: $20,000 annually (from event bookings)
- **Rooftop Terrace Event Income**: $10,000 annually (from private event bookings)

Total Estimated Annual Income: $202,000

Attachment: 2024-112 ATTH 02 Project Details (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

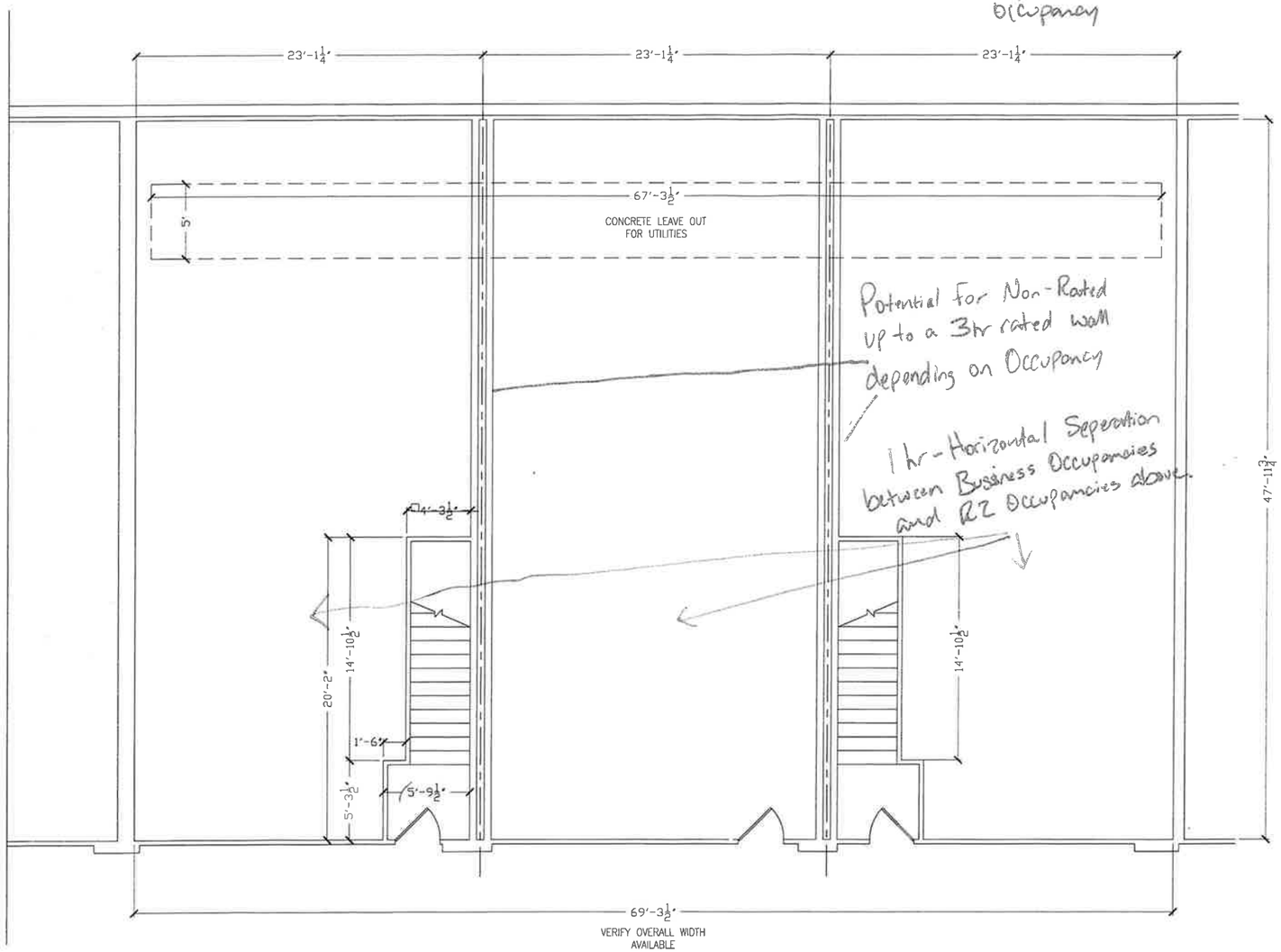
Conclusion:

The redevelopment of 216 W 3rd Street is strategically designed to leverage its location, proximity to the Perot Theater, and unique features such as the "war room" and rooftop terrace. These elements, combined with the growing demand in the commercial real estate and short-term rental markets, create a compelling value proposition. The project is well-positioned to attract high-quality tenants, generate substantial rental income, and become a cornerstone of the downtown revitalization efforts. By meeting the diverse needs of businesses and the community, the redevelopment ensures a vibrant and sustainable addition to the area while offering a competitive edge in the market.

Attachment: 2024-112 ATTH 02 Project Details (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

508.4 - 1hr horizontal seperation required between bussiness below and residence above

Note * - 508.4 could potentialy require up to a 3hr seperation between businesses depending on occupancy



Proposed Comm. Space

Scale 1/4" - 1' 0"

General Notes

Fire Walls

No.	Revision/issue	Date

Firm Name and Address

REC ROGERS Equipment & Construction

RESIDENTIAL AND COMMERCIAL CONTRACTOR

Mike Rogers Phone: 903-278-4244

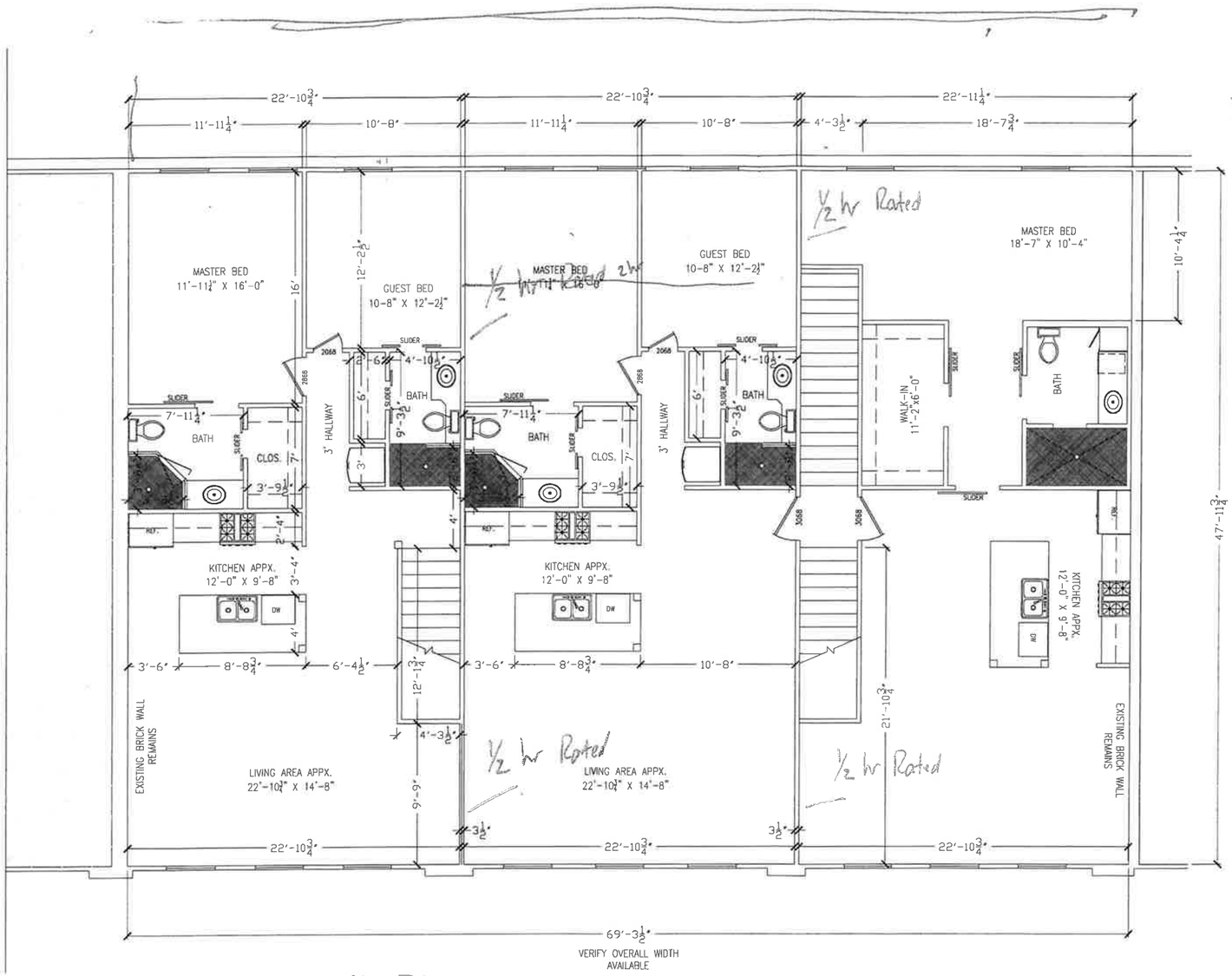
Project Name and Address

Commercial Property Rehab
3RD & MAIN TEXARKANA TEXAS
Remodel Existing Space

Project	Sheet
Floor Plan	A1
Date: 2/12/24	
Scale: 1/4" = 1'-0"	

Attachment: 2024-112 ATTH 03 Design Plans (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

708.3 - ½ hr separation allowed between dwellings when sprinkled.



Proposed Loft Plan

Scale 1/4" = 1'-0"

1006.3 - Egress from occupied roofs.

2 - exits required from occupied roof. Recomend installing , on back of building to recieve roof exit and emergency rescue opening requirements and take down to alley. Panic hardware will be required or door and on alley gate or door.

General Notes

No.	Revision/Issue	Date

Firm Name and Address

REC ROGERS Equipment & Construction

RESIDENTIAL AND COMMERCIAL CONTRACTOR

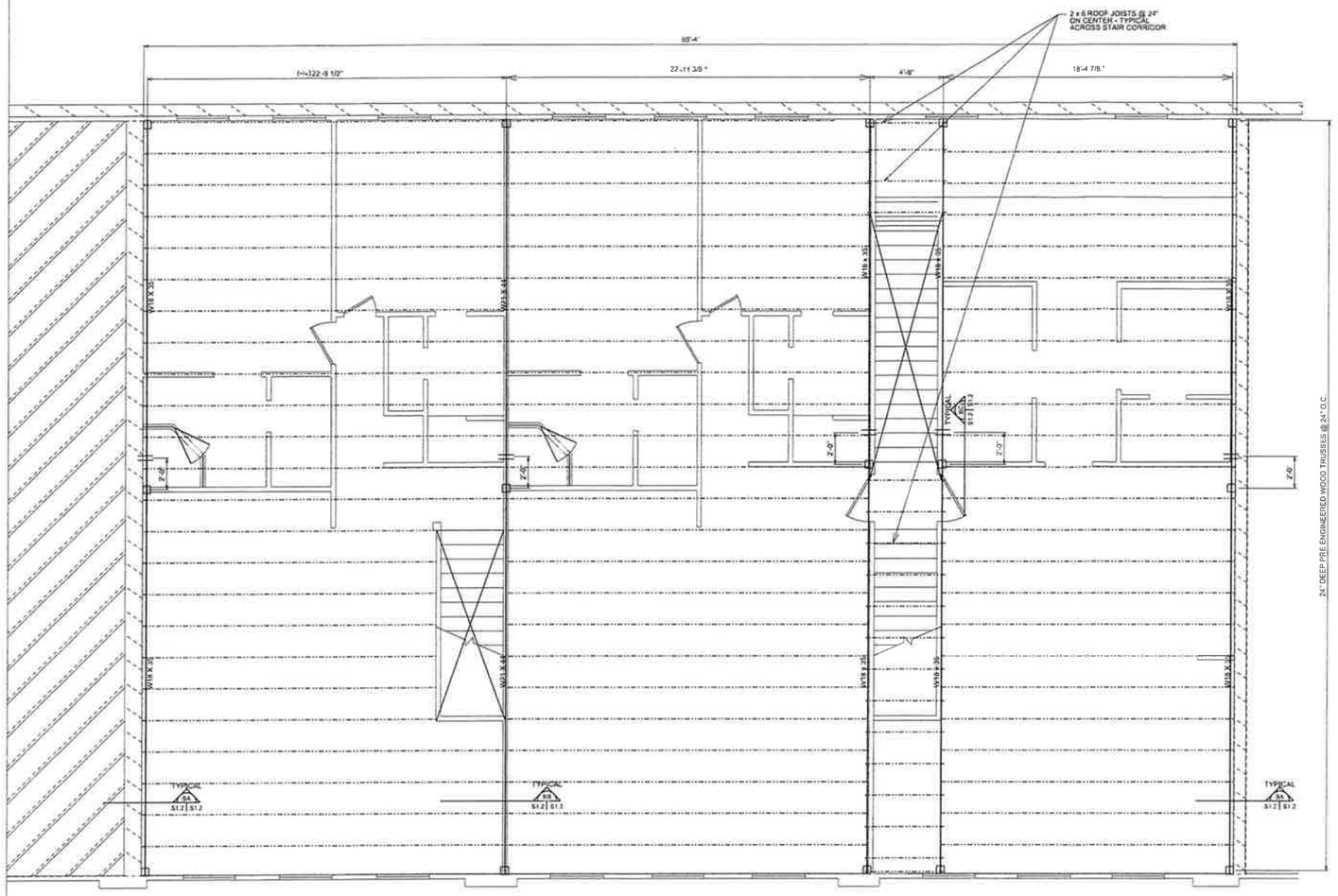
Mike Rogers Phone: 903-278-4244

Project Name and Address

Loft Spaces
3RD & MAIN TEXARKANA TEXAS
Remodel Existing Space

Project	Sheet
Floor Plan	A1
Date: 2/12/24	
Scale: 1/4" = 1'-0"	

Attachment: 2024-112 ATTH 03 Design Plans (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)



NOTE : FIELD VERIFY ALL DIMENSIONS

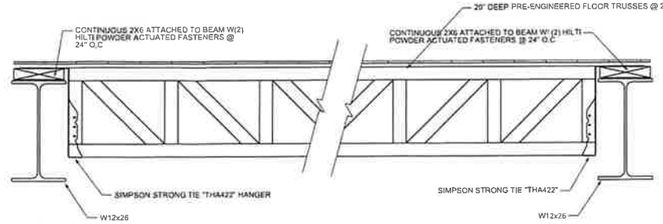
ROOFTOP DECK FRAMING PLAN

SCALE: 1/4"=1'-0"

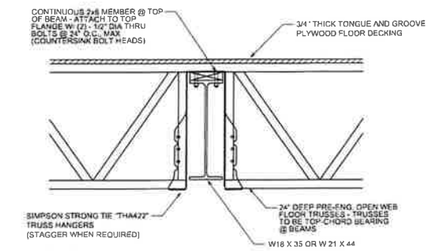
NOTE:
1. 2ND FLOOR FRAMING SHALL BE DESIGNED FOR THE FOLLOWING LOADS:
   - 20 PSF - TOP CHORD DEAD & COLLATERAL LOADS
   - 40 PSF - TOP CHORD LIVE LOAD
   - 10 PSF - BOTTOM CHORD DEAD LOAD
   - SNOW LOADS (INCLUDING DRIFTS) PER IBC 2015

2. PRE-ENGINEERED ROOF TOP DECK TRUSSES ARE TO BE DESIGNED BY AN ENGINEER CURRENTLY LICENSED TO PRACTICE IN THE STATE OF TEXAS.

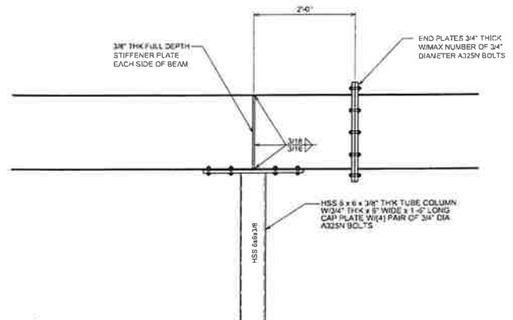
3. PRE-ENGINEERED SUPPLIER SHALL SUBMIT/PROVIDE ENGINEER STAMPED SHOP DRAWINGS FOR REVIEW AND APPROVAL WITH THE FOLLOWING INFORMATION CLEARLY DELINEATED:
   - PLAN LAYOUT OF TRUSSES
   - PLAN LAYOUT OF ALL BRACING/BRIDGING
   - INDIVIDUAL TRUSS PROFILES AND ASSOCIATED LOADING(S) & DEFLECTIONS



BA SECTION — SCALE: 3/4"=1'-0"
S1.1 | S1.*
TYPICAL SECTION THRU FLOOR JOIST FRAMING



BB SECTION — SCALE: 1"=1'-0"
S1.2 | S1.2
SECTION THRU WOOD FLOOR TRUSS CONNECTION @ BEAM



BC SECTION — SCALE: 3/4"=1'-0"
S1.2 | S1.2
TYPICAL SECTION THRU BEAM TO COLUMN

PHILLIP LEWIS ENGINEERING, INC.
Structural + Civil Consultants
23620 Interstate 30 | Bryant, Arkansas
PH: 501-350-9840

REVISION:

ROGERS EQUIPMENT & CONSTRUCTION
3RD STREET LOFTS
TEXARKANA, TEXAS

PROJECT NUMBER:

SHEET ISSUE DATE:
9 JAN 2024

PAGE TITLE:
ROOF TOP DECK FRAMING PLAN

SHEET NUMBER:
S1.3

Attachment: 2024-112 ATTH 03 Design Plans (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)



NOTE : FIELD VERIFY ALL DIMENSIONS

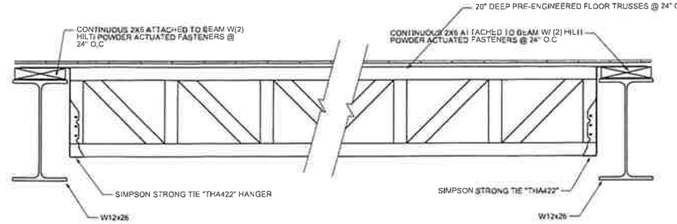
2ND FLOOR FRAMING PLAN

SCALE : 1/4"=1'-0"

NOTE:
1. 2ND FLOOR FRAMING SHALL BE DESIGNED FOR THE FOLLOWING LOADS:
   - 20 PSF - TOP CHORD DEAD & COLLATERAL LOADS
   - 40 PSF - TOP CHORD LIVE LOAD
   - 10 PSF - BOTTOM CHORD DEAD LOAD

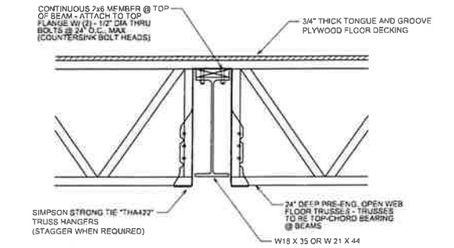
2. PRE-ENGINEERED FLOOR TRUSSES ARE TO BE DESIGNED BY AN ENGINEER CURRENTLY LICENSED TO PRACTICE IN THE STATE OF TEXAS.

3. PRE-ENGINEERED SUPPLIER SHALL SUBMIT/PROVIDE ENGINEER STAMPED SHOP DRAWINGS FOR REVIEW AND APPROVAL WITH THE FOLLOWING INFORMATION CLEARLY DELINEATED:
   - **PLAN LAYOUT OF TRUSSES**
   - PLAN LAYOUT OF ALL BRACING/BRIDGING
   - INDIVIDUAL TRUSS PROFILES AND ASSOCIATED LOADING(S) & DEFLECTIONS



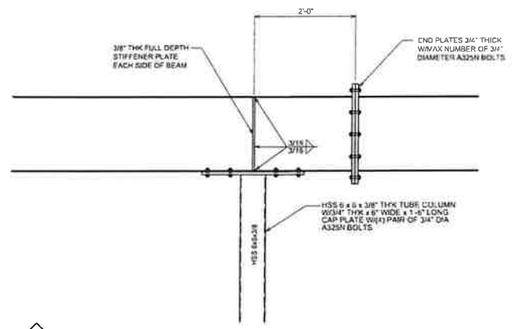
BA SECTION
S1.1 | S1.1 TYPICAL SECTION THRU FLOOR JOIST FRAMING

SCALE: 3/4"=1'-0"



BB SECTION
S1.2 | S1.2 SECTION THRU WOOD FLOOR TRUSS CONNECTION @ BEAM

SCALE: 1"=1'-0"



BC SECTION
S1.2 | S1.2 TYPICAL SECTION THRU BEAM TO COLUMN

SCALE: 3/4"=1'-0"

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REVISION:

ROGERS EQUIPMENT & CONSTRUCTION
3RD STREET LOFTS
TEXARKANA, TEXAS

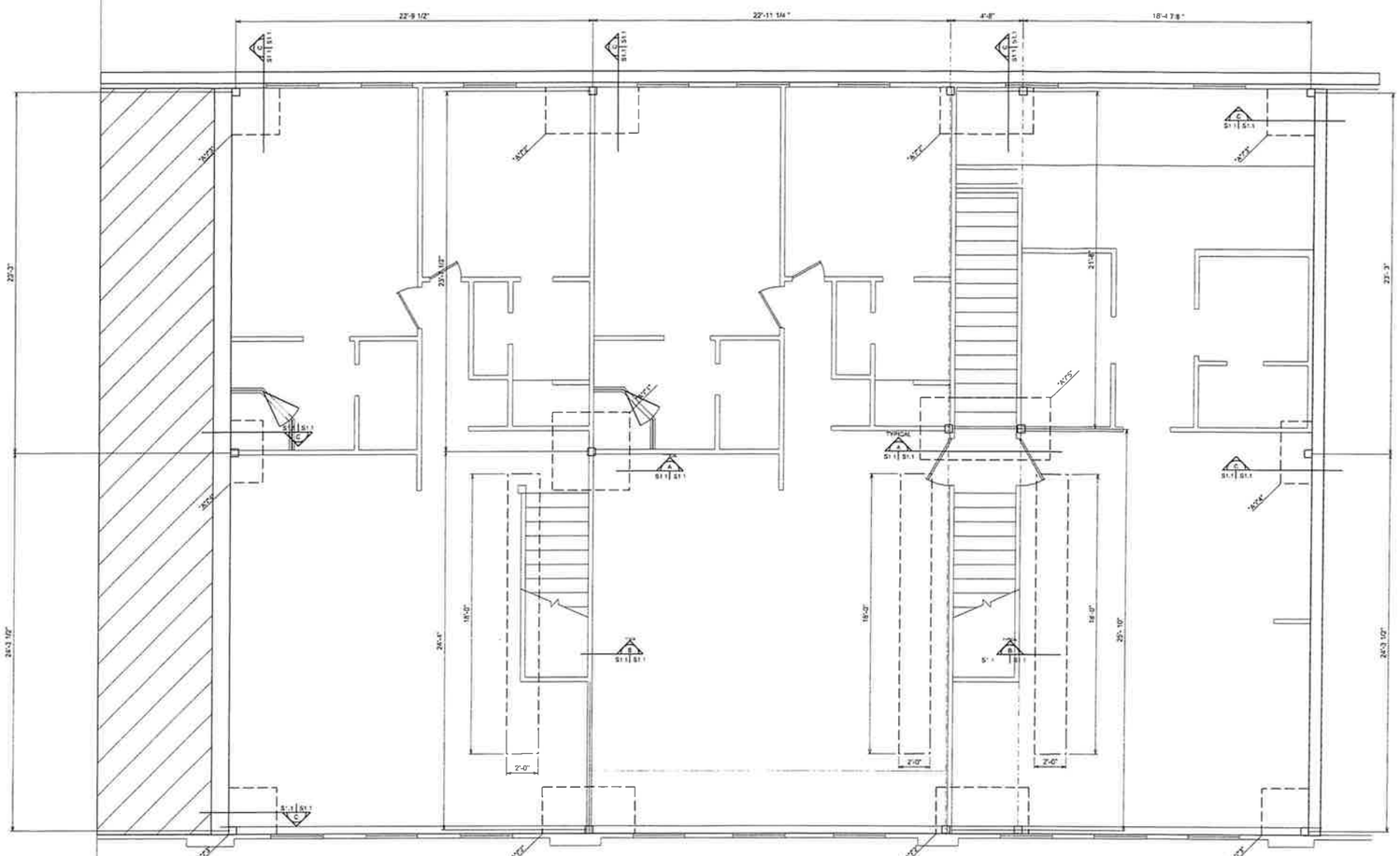
PROJECT NUMBER:

SHEET ISSUE DATE:
9 JAN 2024

PAGE TITLE:
2ND FLOOR FRAMING PLAN

SHEET NUMBER:
S1.2

Attachment: 2024-112 ATTH 03 Design Plans (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)



FOUNDATION PLAN

NOTE: FIELD VERIFY ALL DIMENSIONS

SCALE: 1/8"=1'0

FOOTING SCHEDULE		
1	5'-0"x5'-0"x1'-0" THK	W//(5) - #4 EACH WAY
2	3'-0"x7'-0"x1'-0" THK	W//(4) - #4 LONG DIRECTION W//(8) - #4 SHORT DIRECTION
3	3'-0"x3'-0"x1'-0" THK	W//(4) - #4 EACH WAY
4	2'-0"x4'-0"x1'-0" THK	W//(4) - #4 EACH WAY
5	4'-0"x8'-8"x1'-0" THK	W//(5) - #4 LONG DIRECTION W//(9) - #4 SHORT DIRECTION

FOOTING
COLUMN

COLUMN SCHEDULE	
A	HSS 6"x6"x 3/8" STEEL TUBE COLUMN W//3/4" THK x 12" x 12" B. PLATE

ALL COLUMNS TO HAVE (2 MINIMUM) - 3/4" DIA ASTM F1554 GRADE 36 ROD (THREADED AS NEEDED x 12" LONG WITH DOUBLE NUT AND WASHERS ON BOTTOM OF ANCHOR BOLTS

STRUCTURAL NOTES/SPECIFICATIONS

A. CONCRETE AND REINFORCING

1. MINIMUM CONCRETE COMPRESSIVE STRENGTH OF ALL CONCRETE AT 28 DAYS SHALL BE 3,000 PSI WITH A WEIGHT OF 145 PCF.

2. REINFORCING :
   - BARS: ASTM A615 - GRADE 60, EXCEPT USE GRADE 40 FOR BARS NOTED (IF NOTED).
   - AS FIELD BENT
   - SHEET MESH: ASTM A185

3. CLEARANCE BETWEEN REINFORCING AND CONCRETE SUFACES WHICH ARE:
   CAST AGAINST EARTH OR ROCK.....3"
   FORMED AND EXPOSED TO WEATHER OR EARTH.....2"
   FORMED BUT NOT EXPOSEOTO WEATHER OR EARTH
   - COLUMNS, BEAMS, GIRDERS.....1 1/2"
   - WALLS, SLABS.....3/4"

4. MAXIMUM WATER/ CEMENT RATIO = 0.55 AND MAXIMUM SLUMP OF 5"

5. UNLESS OTHERWISE SHOWN IN THE ARCHITECTURAL DRAWINGS. PROVIDE 3/4" CHAMFERS AT ALL COLUMNS, BEAMS, WALLS, AND SLAB EDGES THAT ARE EXPOSED TO VIEW IN THE FINISHED STRUCTURE.

6. REFER TO ARCHITECTURAL DRAWINGS FOR CONCRETE FINISHES. WHERE FORM FINISH IS NOT SPECIFIED, CONFORM TO REQUIREMENTS OF ACI 301 AS MODIFIED BY THE SPECIFICATIONS.

7. SELECT FORMWORK TO PRODUCE THE FINISH REQUIRED. WHERE FINISH IS NOT SPECIFIED, FORMWORK FOR EXPOSED SURFACES SHALL BE ACI 347R, CLASS A, AND FORMWORK FOR OTHER SURFACES SHALL BE ACI 347R, CLASS C. A SURFACE IS CONSIDERED EXPOSED IF THE CONCRETE TEXTURE CAN BE SEEN BY ANYONE IN THE COMPLETED STRUCTURE.

B. STRUCTURAL STEEL:

1. ROLLED AND BUILT UP SECTIONS:
   W's THRU W36's - A572 GRADE 50
   PIPES - A53 - 35 KSI
   TUBES - A500 GRADE B - 46 KSI
   BUILT-UP SHAPES - AS INDICATED
   ALL ELSE - A36 - 36 KSI OR A572 GRADE 50

2. CONNECTIONS:
   - WELD OR BOLT, UNLESS NOTED OTHERWISE
   - DESIGN CONNECTIONS NOT ENTIRELY DETAILED ON DRAWINGS
   - DETAILS SHOW THE RELATIONSHIP BETWEEN MEMBERS AND MAY GIVE LIMITATIONS OR CRITERIA TO BE USED IN DEVELOPING COMPLETE CONNECTION DESIGN AND DETAILS. USE CONNECTIONS FROM PART 4, AISC MANUAL, 9TH EDITION. FOR TS AND PIPE CONNECTIONS USE CONNECTIONS FROM AISC HOLLOW STRUCTURAL SECTIONS CONNECTIONS MANUAL.
   - MINIMUM THICKNESS: ANGLES 5/16", PLATES 3/8"

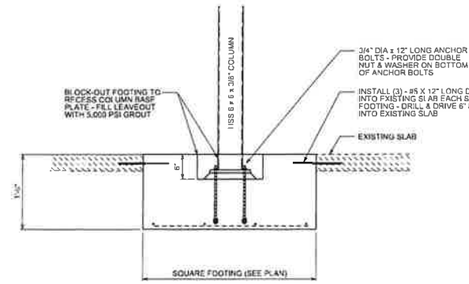
3. WELDED CONNECTIONS:
   - ELECTRODES: 370 SERIES
   - FILLET WELDS: AISC MINIMUM BUT NOT LESS THAN 3/16", UNLESS NOTED
   - GROOVE WELDS: FULL PENETRATION, UNLESS NOTED OTHERWISE.
   - WELDS ARE CONTINUOUS UNLESS NOTED OTHERWISE.

C. STRUCTURAL WOOD

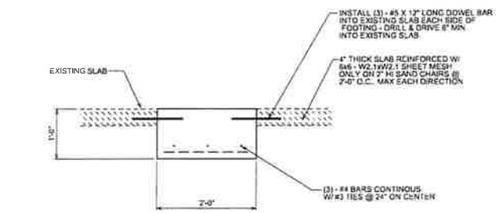
1. ALL DIMENSIONAL LUMBER SHALL BE NO. 2 GRADE (OR BETTER) SOUTHERN YELLOW PINE OR DOUGLAS FIR-LARCH

2. ALL EXTERIOR SHEATHING TO BE 15/32" THICK APA RATED OSB SHEATHING. PANELS MAY BE PLYWOOD VENEER CONSTRUCTION. PANELS SHALL BE PLACED WITH THE LONG DIMENSION PERPENDICULAR TO THE PANEL SUPPORTS. PANELS ARE ASSUMED TO BE CONTINUOUS OVER TWO OR MORE SUPPORTS. LEAVE MINIMUM OPEN SPACE AT ALL PANEL END JOINTS AS RECOMMENDED BY SHEATHING SUPPLIER TO ALLOW FOR EXPANSION.

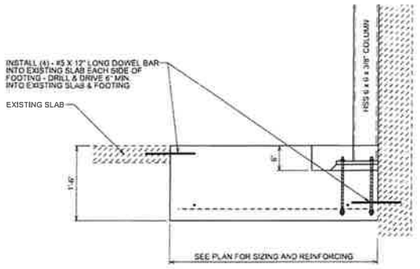
3. FASTENING REQUIREMENTS FOR ALL SHEATHING TO SUPPORTS SHALL BE IN CONFORMANCE WITH THE AMERICAN PLYWOOD ASSOCIATION'S (APA) TABLE FOR RECOMMENDED MINIMUM FASTENING SCHEDULE FOR APA ROOF PANELS AND WALL SHEATHING



A SECTION — SCALE: 3/4"=1'-0"
S1.1 | S1.1 SECTION THRU NEW HSS COLUMN FOOTING



B SECTION — SCALE: 3/4"=1'-0"
S1.1 | S1.1 TYPICAL SECTION @ INTERIOR LOAD BEARING WALL



C SECTION — SCALE: 3/4"=1'-0"
S1.1 | S1.1 SECTION THRU FOOTING @ PERIMETER WALLS

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REVISION:

ROGERS CITY HALL EQUIPMENT & CONSTRUCTION
301 S 1ST STREET LOFTS
3RD ST & 1ST ST
ROGERS, TEXARKANA, TEXAS

PROJECT NUMBER:

SHEET ISSUE DATE:
9 JAN 2024

PAGE TITLE:
FRAMING PLAN

SHEET NUMBER:
S1.1

Attachment: 2024-112 ATTH 03 Design Plans (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS



Current front façade.

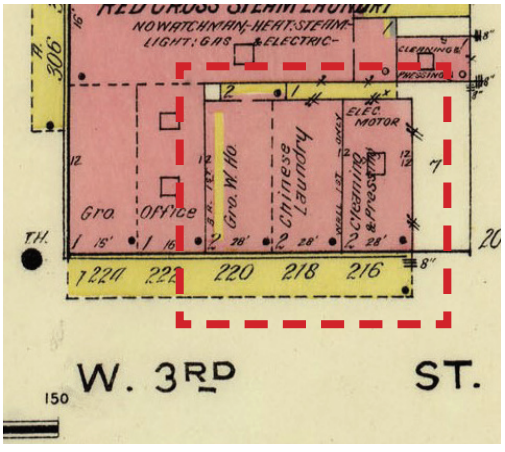
Main Street Manager Ina McDowell and property owner Kevin Hayes requested design assistance for the 214 West 3rd Street property. The owner wants to rehabilitate the building to have 2-3 commercial units on the first floor, 3 residential units on the 2nd floor and a third floor with a rooftop to rent for private events and possible residential use too.

Both buildings next door have been recently renovated. The business to the left, a hair salon, is interested in expanding into one of the commercial units and have access through the inside.

ANALYSIS

Historic records such as maps and photos help the Design Team learn more about the history of the buildings. Sanborn Fire Insurance Maps were created from the late 1800s to the mid -1900s to determine fire insurance liability in urbanized areas across the US. These maps include detailed information about a building including number of stories, openings, and construction materials, unique features and occupancy details.

The building first appeared in the Fire Insurance Sanborn Maps in 1915. A continuous canopy that extended through the 3 units and to the end of the block.



Sanborn (1915)

The historic photos (next page), provided by the Main Street manager, give us a view of a pre-1950's façade. Doors were centered in the units. Bulkheads and big display windows are visible. Tile is also present, and pilasters have contrasting colors.

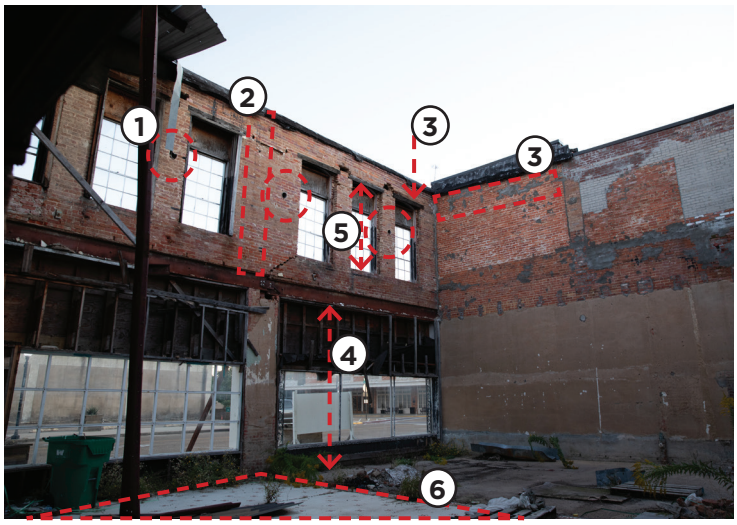
The building lost most of its roof in recent years. There are some remaining interior walls between two of the units. The front façade wall is still in place but should be inspected by an engineer as many structural issues are evident (photos next page). The brick is exposed in the interior, but the exterior façade still has a slipcover. When steel beams were added, also visible from the interior, it is most likely that the 1st floor façade was heavily altered. The 2nd floor former window frames are still in place. The material added to the exterior face of the brick facade conceals the original extent of the window openings.

The design assistance is based on The Secretary of Interior's Standards for the Treatment of Historic Properties to preserve architectural elements and the historic character of the building.

Attachment: 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

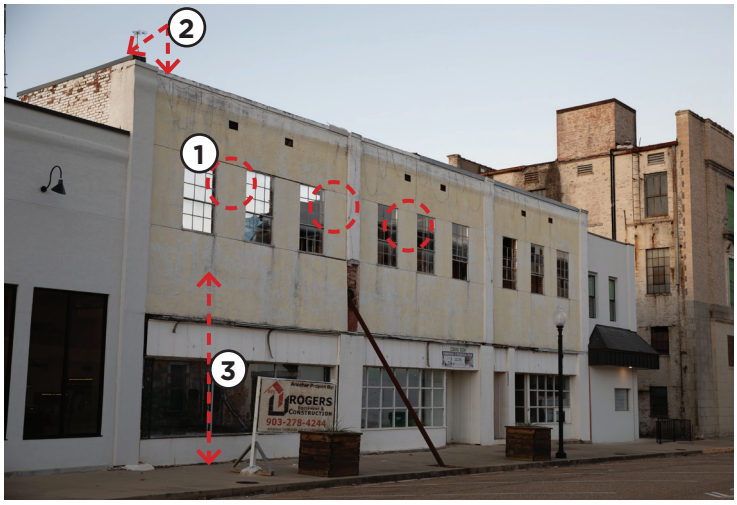
1. A set of 3 openings appear at an unusual height. These could be signs of a former tie-rod canopy, or they could have served a different use. Main Street manager met with Patterson Camera Shop owners and requested historic photos. Structural investigation of these elements should be part of the recommended engineering report.
2. Remnants of a perpendicular wall are visible in the 2nd floor. The Camera Shop business extended from the corner building all the way into the three first floor units. It could be possible that the 2nd floor was joined at some point too.
3. Signs of joists suggest a roof height that is at the height of former window openings. This suggests there could have been a higher previous roof and parapet.
4. A beam was likely introduced when the façade was heavily altered and the commercial units were combined. Though this height is also consistent with location of second floor historically.
5. Former larger window frames are still in place.
6. Some remnants of floor tile are present, consideration of preserving and incorporating into the interior design is recommended.



Current interior photo.

---

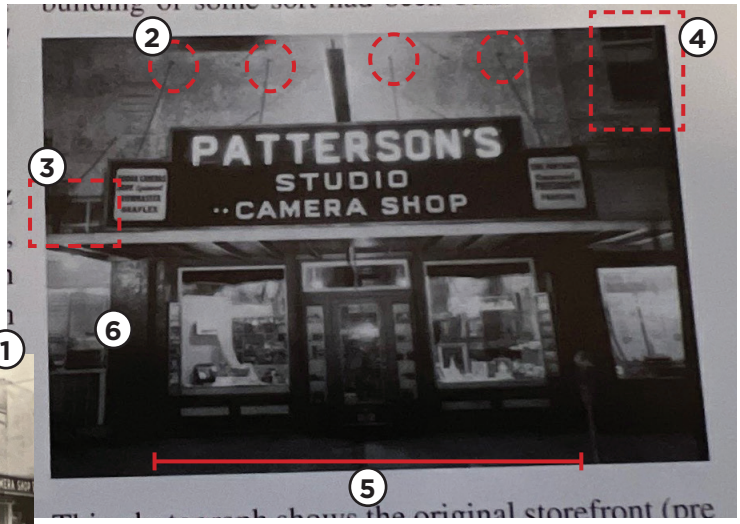
1. The sets of openings that are visible in the interior photo are not visible at the exterior and it is not clear if they align with tie rod canopy locations. Concealed bracing in the front facade should also be investigated.
2. The side parapet height also suggests that a previously higher front parapet or decorative cornice has since been removed. Given the roof work required of this project, it is recommended to consider a sensitive adjustment to the height of the front parapet.
3. Approximate height of the current structural beam. There is enough space for the addition of transom windows and a canopy, as seen in the Sanborn maps and historic photo.



Current exterior photo.

---

1. Based on the provided information we aren't able to confirm if these two historic photos pertain to the same building. Patterson's Camera Shop had different locations throughout the years.
2. The tie-rods are anchored at a similar height than the set of openings that are visible in the interior photos but these do not appear to be aligned in location.
3. Transom windows are visible to the left of the business sign.
4. 2nd floor windows are visible on the third unit. Main Street manager informed us that the 2nd floor of this unit was most likely used as a residence.
5. It appears that the main entrance to the Patterson's Camera Shop was through the center unit.
6. Tile is visible in the front façade.
7. Two contrasting colors are also visible on the pilasters.



Historic photos pre 1950s.



Attachment: 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

DESIGN RECOMMENDATIONS



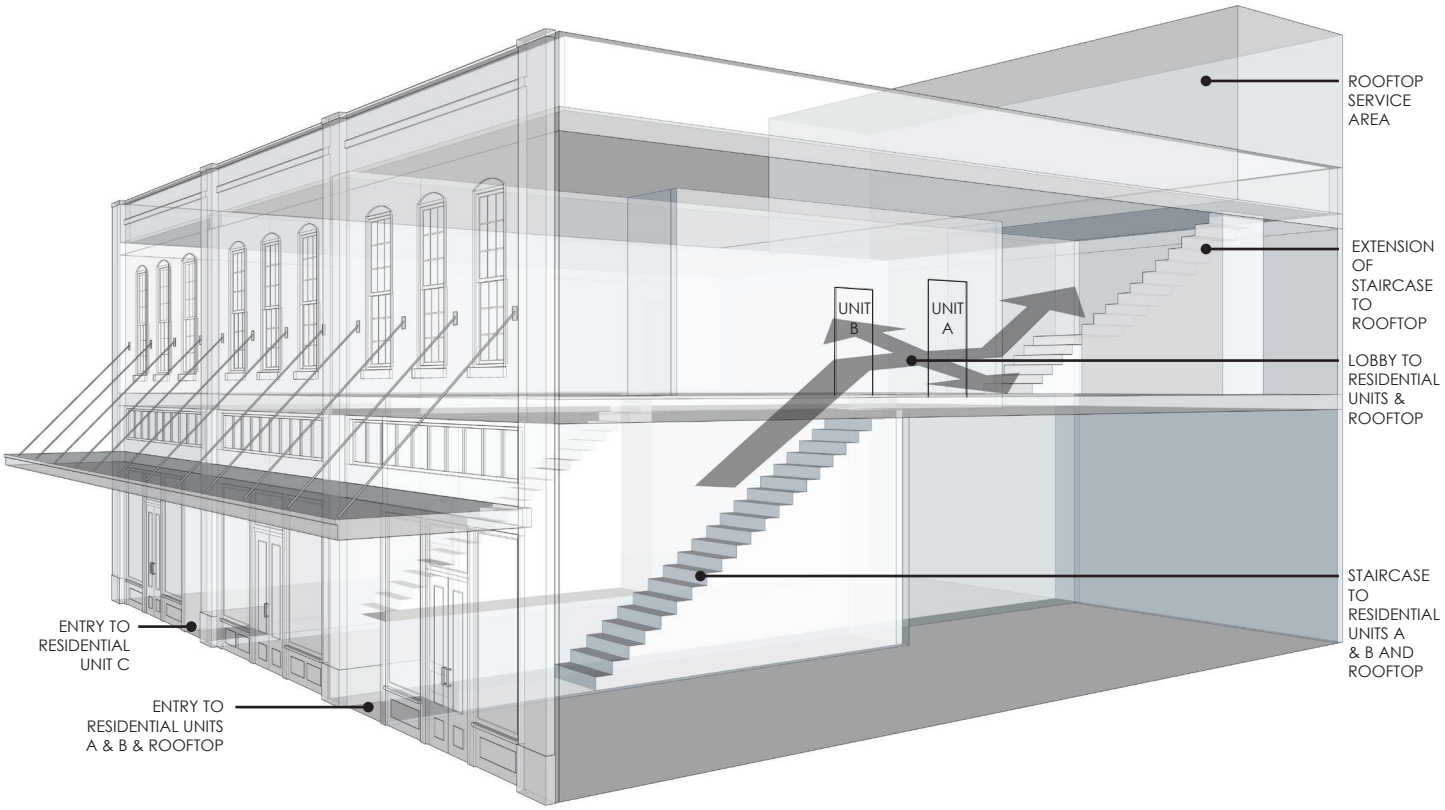
Proposed front façade.

- Bulkheads and large display windows are reintroduced, allowing clear views into the retail units and access to natural light, creating a welcoming environment.
- Doors are located at the center of each retail unit, consistent with historic photos of the area.
- Transom windows add to the interior natural illumination and reestablish original proportions of openings for the building.
- A recessed separate access to the 2nd floor creates a more private way to the residential units. A single staircase provides access to two different upstairs units.
- A continuous tie-rod canopy is reintroduced.
- The 2nd floor windows are returned to their original opening size, previously concealed by exterior facade treatment. The existing mullion grid is the reference for new windows at this location.
- With the installation of a new roof, a higher parapet with cornice detail is necessary to allow for original height of second floor windows.
- The façade requires extensive repair to the exterior covering. The brick behind the slipcover is most likely damaged and possibly not in proper condition to be exposed. Exploration of material should be done to determine the options available for stabilization and preservation of the historic facade. It appears the front wall can be repaired and remain in place, but a structural investigation is recommended.
- Rooftop access will need to be considered if a roof deck is added, this could be done through one of the residential staircases. Restrooms and service areas to support private events should also be included. This service volume should be located at the back of the building, not visible from the street-level, so it does not alter the historic character of the building and district, as advised in the Secretary of Interior's Standards.
- An alternative for locating restrooms and a service area on the rooftop is using one of the upstairs units as part of the private event area.

Attachment: 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

DESIGN RECOMMENDATIONS



Staircase volumetric diagram.

- Staircase provides access to two residential units allowing for more rental space.
- Extension of staircase provides access to the rooftop.
- The service area is recessed to the back of the building avoiding visible changes to the character of the building in the district from the street.

Attachment: 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

214 WEST 3RD STREET | TEXARKANA, TEXAS

NOT FOR REGULATORY APPROVAL

The purpose of this report is to provide ideas and schematic designs for projects. Main Street Staff works with business and property owners to provide designs that meet their objectives while still respecting the historic building and context. For official tax credit review, a separate process must be followed and may involve modified design plans to meet the criteria. In the case of an existing structure, prior to making any improvements to the building façade(s) the building owner should perform a thorough review of the major structural components including the roof, walls, and foundation. All mechanical and electrical systems should be well maintained in conformity with applicable codes and ordinances. Building uses and interior arrangements of program spaces should also be in conformity with applicable codes and ordinances and remain subject to all applicable regulatory review by building officials having jurisdiction.

In addition, Texas Main Street Staff highly recommends working with an architect, engineer, and other professionals to complete most projects. They can manage the project and work through the complexities of code requirements and constraints of an existing building or new construction. If questions arise or additional designs are needed, please contact your local Main Street Manager for assistance. Please note that the designs and recommendations provided do not guarantee approval for the tax credit application, if applicable. Conceptual designs included in this document do not constitute regulatory approval of any kind including but not limited to the local building permit, development process and Texas Accessibility Standards as applicable.

CONSULTING INFORMATION WITH ASSISTANCE FROM **JAMIE CRAWLEY, AIA, NCARB, LEED AP BD+C**, MAIN STREET ARCHITECT HAS BEEN PREPARED BY:

TEXAS HISTORICAL COMMISSION
REAL PLACES TELLING REAL STORIES

Malena Maiz
Texas Main Street Project Design Specialist
Community Heritage Development Division
PO Box 12276 Austin, Texas 78711-2276
P: 512-463-9129
F: 512-463-3345
thc.texas.gov

Attachment: 2024-112 ATTH 04 Design Report for 216-224 W. 3rd St. (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

ROGERS EQUIPMENT & CONSTRUCTION

100 Slaton Drive
Nash, Texas 75569
Cell: 903-278-4244

Project: 3rd & Main Lofts			
ATTN			
Date 05/28/2024			
Scope Of Work			**AMOUNT**
General Conditions			$107,250.00
Site Work			$2,200.00
Structural Concrete			$30,000.00
Total Masonry			$10,000.00
Thermal and Moisture Protection			$91,460.00
Doors, Windows, & Glass			$68,660.00
Metals			$145,809.00
Finishes			$297,950.00
Specialties			$8,000.00
Equipment			$13,400.00
Mechanical			$156,500.00
Electrical			$37,500.00
Final Cleaning			$1,500.00
Contingency			$154,399.00
Subtotal			$1,124,628.00
O &P 15%			$168,694.20
Sales Tax /Remodel Tax			$106,699.08
TOTAL			$1,400,021.28

* Prices are good for 30 days.
* This quote is for budget only. Actual job will be billed at cost plus 15% including REC-TXK supervision.

Wesley Little
Estimator
REC-TXK
(903)826-9349

Brock Mcleod
Project Manager
REC-TXK
(903) 278-1808

Attachment: 2024-112 ATTH 05 Bid for construction (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

City of Texarkana, Texas

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

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

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

Attachment: 2024-112 Goals & Perspectives (4320 : 2024-112 RES Facade Loan for 216-224 W. 3rd St)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 9/18/2024 8:20 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2024-114 rezoning from Industrial-1 to Single Family-3 on Lot 3, Block 2, Carpenters addition, located at 2302 James Street. Billy Jacobs, owner.		

Briefing: 10/14/2024 **Public Hearing:** 10/14/2024 **Council Vote:** 10/14/2024

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Billy Jacobs, owner, to rezone Lot 3, Block 2, Carpenters Addition, located at 2302 James Street from Industrial-1 to Single Family-3. The intention is to place a single wide HUD code manufactured home on this property. The property is currently vacant land.

The Future Land Use Map has designated this property as “Suburban Residential”.

The adjacent zoning is Industrial-1 to the north, south, east, and Single Family-2 to the west. The adjacent land use is vacant lant to the north, south, east, and residential to the west.

Staff recommend approval of this request.

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to new drainage ordinance, stormwater design manual, building codes, setbacks, subdivision, fire, parking, drainage, water, and sewer prior to the issuance of building permits.

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

September 3, 2024

Attachments

a. 2024-114 ORD 2302 James Street (DOCX)
b. 2024-114 ATTH 01 (Maps) (PDF)
c. 2024-114 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Completed	Mashell Daniel	Department Head Review	09/18/2024 9:23 AM
Building Code Administration	09/18/2024 9:23 AM	Mashell Daniel	Reviewer	Completed
Public Works Department	09/18/2024 9:36 AM	Dusty Henslee	Reviewer	Completed
City Manager	David Orr	Reviewer	Completed	09/18/2024 10:07 AM
City Council	Jennifer Evans	Meeting	Completed	09/23/2024 6:00 PM

Meeting History

09/23/24 City Council MOVED FORWARD Next: 10/14/24
Laura Puckett briefed this agenda item.

Z-24-8

ORDINANCE NO. 2024-114

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOT 3, BLOCK 2, CARPENTERS ADDITION, LOCATED AT 2302 JAMES STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM INDUSTRIAL-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 **Lot 3, Block 2, Carpenters Addition, located at 2302 James Street,** in the City of Texarkana, Bowie County, Texas, from **Industrial-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 have afforded and held full and fair hearings to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted five (5) to zero (0) to recommend for approval of the application for rezoning from Industrial-1 to Single Family-3 on Lot 3, Block 2, Carpenters Addition, located at 2302 James Street** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, applicant agreed to amend the application from **Industrial-1 to Single Family-3**; 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 **Industrial-1 to Single Family-3** is in the best interest of the public health, safety, morals, and general welfare of the City.

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone **Lot 3, Block 2, Carpenters Addition, located at 2302 James Street** in the City of Texarkana, Bowie County, Texas, from **Industrial-1 to Single Family-3.**

Attachment: 2024-114 ORD 2302 James Street [Revision 1] (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

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

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

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **14th of October 2024.**

ATTEST:

_____	_____
JENNIFER EVANS, CITY SECRETARY	BOB BRUGGEMAN, MAYOR

Attachment: 2024-114 ORD 2302 James Street [Revision 1] (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

2302 James Street



Attachment: 2024-114 ATTH 01 (Maps) (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

2024-114 ATTH 01
Z-24-8

2302 James Street



Attachment: 2024-114 ATTH 01 (Maps) (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

2302 James Street



Attachment: 2024-114 ATTH 01 (Maps) (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

City of Texarkana, Texas

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

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

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

Attachment: 2024-114 Goals & Perspectives (4322 : 2024-114 ORD rezoning I-1 to SF-3 at 2302 James Street)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 9/18/2024 8:28 AM

Lead Department:	Planning & Zoning Commission	**Action Officer:**	Laura Puckett, Zoning Administrator
Subject:	Ordinance No. 2024-115 granting a Specific Use Permit to allow the location of a single wide HUD code manufactured home on Lot 3, Block 2, Carpenters Addition, located at 2302 James Street. Billy Jacobs, owner.		

Briefing: 10/14/2024 **Public Hearing:** 10/14/2024 **Council Vote:** 10/14/2024

Item Schedule

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

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Billy Jacobs, owner, for a Specific Use Permit to allow the location of a single wide HUD code manufactured home on Lot 3, Block 2, Carpenters Addition, located at 2302 James Street. This property is currently a vacant lot.

The Future Land Use Map has designated this property as “Suburban Residential”.

The adjacent zoning is Industrial-1 to the north, south, east, and Single Family-2 to the west. The adjacent land use is vacant lant to the north, south, east, and residential to the west.

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.

Staff recommends approval of this request with the following stipulations:

1. That one 2017 or newer single wide HUD code manufactured home be allowed on this property.
2. That the single wide HUD code manufactured home be tied down/skirted/underpinned.
3. That the single wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner’s responsibility to renew this permit.

5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

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

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

September 3, 2024

Attachments

a. 2024-115 ORD SUP HUD code mnfctrd home 2302 James Street (DOCX)
b. 2024-115 ATTH 01 (Maps) (PDF)
c. 2024-115 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration		Mashell Daniel	Reviewer	Completed
	09/18/2024 9:23 AM			
Public Works Department		Dusty Henslee	Reviewer	Completed
	09/18/2024 9:36 AM			
City Manager	David Orr	Reviewer	Completed	09/18/2024 10:07 AM
City Council	Jennifer Evans	Meeting	Completed	09/23/2024 6:00 PM

City of Texarkana, Texas

Meeting History

09/23/24 City Council MOVED FORWARD Next: 10/14/24

Laura Puckett briefed this agenda item.

S-792

ORDINANCE NO. 2024-115

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-792 TO ALLOW THE LOCATION OF A SINGLE WIDE HUD CODE MANUFACTURED HOME ON LOT 3, BLOCK 2, CARPENTERS ADDITION, LOCATED AT 2302 JAMES STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a single wide HUD code manufactured home on **Lot 3, Block 2, Carpenters Addition, located at 2302 James Street**, in the City of Texarkana, Bowie County, Texas; and

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

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, voted **unanimously five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow the location of a single wide HUD code manufactured home** on said property; and

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

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be further amended to grant **Specific Use Permit Numbered S-792 for the location of a single wide HUD code manufactured home** on **Lot 3, Block 2, Carpenters Addition, located at 2302 James Street,** in the City of Texarkana, Bowie County, Texas.

Attachment: 2024-115 ORD SUP HUD code mnfctrd home 2302 James Street (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302

SECTION 2: The following stipulations are hereby imposed and made a part of this ordinance:

1. That one 2018 or newer single wide HUD code manufactured home be allowed on this property.
2. That the single wide HUD code manufactured home be tied down/skirted/underpinned.
3. That the single wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this ordinance. It is the owner's responsibility to renew this permit.
5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

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

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

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

PASSED AND APPROVED in Regular Council Session on this the **14th day of October 2024.**

ATTEST:

_____ _____

JENNIFER EVANS, CITY SECRETARY BOB BRUGGEMAN, MAYOR

Attachment: 2024-115 ORD SUP HUD code mnfctrd home 2302 James Street (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302

2024-115 ATTH 01
S-792

2302 James Street



Attachment: 2024-115 ATTH 01 (Maps) (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302 James Street)

2024-115 ATTH 01
S-792

2302 James Street



Attachment: 2024-115 ATTH 01 (Maps) (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302 James Street)

2024-115 ATTH 01
S-792

2302 James Street



Attachment: 2024-115 ATTH 01 (Maps) (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302 James Street)

City of Texarkana, Texas

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Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture
Perspectives and Goals Additional Comments:	

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

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

Attachment: 2024-115 Goals & Perspectives (4323 : 2024-115 ORD SUP for HUD code mnfctrd home at 2302 James Street)