



CITY OF TEXARKANA
CITY COUNCIL
AGENDA • NOVEMBER 25, 2019

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

Mayor

Bob Bruggeman

Ward 1

Jean H. Matlock

Ward 3

Betty Williams

Ward 5

Bill Harp

Ward 2

Mary Hart

Ward 4

Christie Alcorn

Ward 6

Josh Davis



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

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

- I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM**
- II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER BILL HARP**
- III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST**

Upcoming City Council Meetings:

Monday, December 9, 2019 at 6:00 p.m. - Last meeting of 2019

Parks & Recreation Events:

December 5th 21st Annual Bramlett Beans and Cornbread Southwest Center
11:00 a.m. - 1:00 p.m.

Additional Parks & Recreation events can be found on the city's website at <http://www.ci.texarkana.tx.us> or call (903) 798-3978 for more information.

Other City Events:

10th Annual Small Business Saturday, November 30th

Christmas Market, Monday, December 9th, 5:00 p.m. -7:00 p.m. Kress Gap (116 Broad St.)

Proclamation Presentation

Small Business Saturday - November 30, 2019

- 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**

Council Members Annual Board Appointments Review

VI. ITEMS FOR CONSIDERATION*Consent Items*

1. Consider approval of the minutes of the Regular Meeting of the City Council held on November 12, 2019 at 6:00 PM.
2. Resolution No. 2019-110 setting the 2020 City Council meeting dates and official city holiday closings.

Public Hearing:

Council Vote: November 25, 2019

Action Items

3. Ordinance No. 2019-112 calling for a Special Election to be held on Tuesday, January 28, 2020 for the purpose of electing a Council Member for Ward 6 to fill a vacancy of an unexpired term.

Public Hearing:

Council Vote: November 25, 2019

VII. FIRST BRIEFINGS**VIII. PUBLIC HEARINGS**

1. Resolution No. 2019-108 approving the Community Development Block Grant (CDBG) Comprehensive Assessment Performance Evaluation Report.

Public Hearing: November 25, 2019

Council Vote: November 25, 2019

IX. ITEMS FOR DISCUSSION

Staff Updates

X. ADMINISTRATIVE COMMENTS

1. City Council
2. City Staff

XI. CLOSED SESSION

The City Council will convene in closed session pursuant to Texas Government Code Section 551.071 to have a private consultation with the City Attorney.

XII. RECONVENE INTO OPEN SESSION**XIII. 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 46.035(c), Penal Code (unlawful carrying of handgun by license holder), a license holder commits an offense if the license holder intentionally, knowingly, or recklessly carries a handgun under the authority of Subchapter H, Chapter 411, Government Code, regardless of whether the handgun is concealed or carried in a shoulder or belt holster, in the room or rooms where a meeting of a governmental entity is held and if the meeting is an open meeting subject to Chapter 551, Government Code, and the entity provided notice as required by that chapter.

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.

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

Briefing Sheet

Version:
Update Date: 10/8/2019 12:36 PM

Lead Department: City Manager

Action Officer: Jennifer Evans, City Secretary

Subject: Small Business Saturday - November 30, 2019

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Small Business Saturday falls between Black Friday and Cyber Monday. It's a day dedicated to supporting the diverse range of local businesses that help create jobs, boost the economy, and keep communities thriving across the country.

It is a day to support small, independently-owned businesses which helps to bring consumers and local entrepreneurs closer together.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Staff recommends the Mayor to proclaim Saturday, November 30, 2019 as Small Business Saturday in Texarkana, Texas.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Small Business Saturday 113019 (DOCX)

PROCLAMATION

Small Business Saturday November 30, 2019

Whereas, the City of Texarkana, Texas, celebrates its local small businesses and the contributions they make to the local economy and community, and according to the United States Small Business Administration, there are 30.7 million small businesses that represent 99.7 percent of all firms with paid employees in the United States and are responsible for 64.9% of net new jobs from 2000 to 2018; and

Whereas, small businesses employ 47.3% of the employees in the private sector in the United States; and

Whereas, 94% of consumers in the United States value the contributions that small businesses make in their communities; and

Whereas, 96% of consumers who plan to shop on Small Business Saturday said the day inspires them to go to small, independently-owned retailers or restaurants that they have not been to before or would not have otherwise tried; and

Whereas, 92% of companies planning promotions on Small Business Saturday said the day helps their business stand out during the busy holiday shopping season; and

Whereas, 59% of small business owners said Small Business Saturday contributes significantly to their holiday sales each year; and

Whereas, Texarkana, Texas, supports its local businesses that create jobs, boost the local economy and preserve its community; and

Whereas, advocacy groups, as well as public and private organizations across the country, have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, Bob Bruggeman, Mayor of the City of Texarkana, Texas, do hereby proclaim, November 30, 2019, as:

SMALL BUSINESS SATURDAY

and urge the residents of our community and communities across the country to support small businesses and merchants on Small Business Saturday and throughout the year.

Bob Bruggeman, Mayor

Attest:

Jennifer Evans, City Secretary

Briefing Sheet

Version:
Update Date: 11/5/2019 12:34 PM

Lead Department: City Manager

Action Officer: Jennifer Evans, City Secretary

Subject: Council Members Annual Board Appointments Review

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Staff recommends annual council review of boards and commissions for council member appointments.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Council Member Appointments Sheet 2019 (PDF)

Council Member Board Appointments - 2019

ARK-TEX COG						
ARK-TEX COG	1	Bill Harp	11-Dec-17	2.0	10-Nov-19	CC
ARK-TEX COG	2	Mary Hart	27-Nov-18	2.0	26-Nov-20	CC
ARK-TEX COG	3	Jean Matlock	27-Nov-17	2.0	27-Nov-19	CC
BI-STATE IAC						
BI-STATE IAC	1	Bob Bruggeman	27-Nov-17	1.0	27-Nov-18	CC
BI-STATE IAC	2	Betty Williams	13-Mar-17	1.0	13-Mar-18	CC
BOWIE CENTRAL APPRAISAL DIST						
BOWIE CENTRAL APPRAISAL DIST	TXK	Josh Davis	28-Oct-19	2.0	27-Oct-21	CC
ELECTRICAL APPEALS&ADV BOARD						
ELECTRICAL APPEALS&ADV BOARD	CM	Christie Alcorn	27-Nov-17	3.0	26-Nov-20	M-CC
MPO POLICY BOARD						
MPO POLICY BOARD	1	Mary Hart	27-Nov-17	5.0	26-Nov-22	CC
TEXARKANA URBAN TRANSIT DIST.						
TEXARKANA URBAN TRANSIT DIST.	CM	Bob Bruggeman	27-Nov-17	2.0	27-Nov-19	CC
(TUTD bylaw: Chief Elected Official or his designee)						
MAYOR PRO TEM - By Resolution						
MAYOR PRO TEM	1	Josh Davis	26-Nov-18	1.0*	30-Nov-20	CC
(*2018-122 - Appointment made for two years. No council seats expiring in 2019)						

** Council Members have the option to be appointed to a board, continue serving on a current board, request to serve on another board or discontinue service on a present board.



CITY OF TEXARKANA
CITY COUNCIL
MINUTES • NOVEMBER 12, 2019

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

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

Member Name	Title	Status	Arrived
Aggeman	Mayor	Present	
Matlock	Ward 1	Present	
art	Ward 2	Present	
Williams	Ward 3	Present	
Alcorn	Ward 4	Present	
p	Ward 5	Present	
vis	Ward 6	Present	

Staff Present: City Manager Shirley Jaster, Jennifer Evans, Kristin Peeples, David Orr, Karey Parker, Robby Robertson, Sherry Jackson Hawkins, and Dusty Henslee.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER JEAN MATLOCK

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings:

Monday, November 25, 2019 at 6:00 p.m.

Monday, December 9, 2019 at 6:00 p.m.

Parks & Recreation Events:

December 5th 21st Annual Bramlett Beans and Cornbread Southwest Center
 11:00 a.m. to 1:00 p.m.

Additional Parks & Recreation events can be found on the city's website at
<http://www.ci.texarkana.tx.us> or call (903) 798-3978 for more information.

Other City Events:

November 19th Animal Care & Awareness Class City Hall
 6:00 p.m. - 8:30 p.m. 3rd Floor Conference Room

Minutes Acceptance: Minutes of Nov 12, 2019 6:00 PM (Consent Items)

November 21st Employee Appreciation Luncheon

Southwest Center

The annual downtown Main Street Christmas Parade will be held on Monday, December 9th and will begin at 7:00 p.m.

On Thursday, November 7th, local first responders of both sides of the state line were recognized at the annual Public Safety Officer Appreciation Luncheon. Among those honored and representing Texas were:

State Trooper Karson Brown - Department of Public Safety
Driver Engineer Marty Lawrence -Texarkana Fire Department
Officer Clint Akin - Texarkana Police Department
Deputy Ed Steger - Bowie County Sheriff's Office

IV. SPECIAL PRESENTATION - TEXARKANA ADULT EDUCATION & LITERACY PROGRAM - BY LISA JONES

Ms. Jones shared a presentation about the local adult education and literacy program. The program is free to participants and provides more than just assistance to students who are obtaining a high school equivalency.

The program also transitions students to college, training, and employment. She hopes to grow enrollment in the program's various courses through community partners helping to get the word out about the services offered to local residents.

V. 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.

Jerry Huckabee commended Robby Robertson, Ross Cowling and supporting Parks staff for hosting a college softball tournament on November 2nd at Spring Lake Park. The tournament had a huge turnout and the teams enjoyed their time in Texarkana. They plan to return and have future games in the city.

VI. APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

1. Motion to confirm the Mayor's reappointment of Marshall Wood to the Riverbend Water Resources District Board.

(6:21 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Josh Davis, Ward 6
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

VII. ITEMS FOR CONSIDERATION

Consent Items

(6:22 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Harp, Ward 5
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

1. Consider approval of the minutes of the Regular Meeting of the City Council held on October 28, 2019 at 6:00 PM.

Action Items

2. Ordinance No. 2019-109 amending the budgeted revenues and expenditures for the 2019 TIRZ Bond Fund (Fund 424) in the amount of SEVEN MILLION DOLLARS (\$7,000,000) for the fiscal year ending September 30, 2020.

Public Hearing:

Council Vote: November 12, 2019

Kristin Peeples briefed this agenda item.

(6:23 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Williams, Ward 3
SECONDER:	Christie Alcorn, Ward 4
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

3. Resolution No. 2019-111 authorizing the expenditure of Community Relations funds in support of the Live United Bowl Team's banquet in the amount of \$15,000.

Public Hearing:

Council Vote: November 12, 2019

(6:25 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Bill Harp, Ward 5
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

VIII. FIRST BRIEFINGS

1. Resolution No. 2019-108 approving the Community Development Block Grant (CDBG) Comprehensive Assessment Performance Evaluation Report.

Public Hearing: November 25, 2019
 Council Vote: November 25, 2019

David Orr briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 11/25/2019 6:00 PM
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IX. PUBLIC HEARINGS

1. Ordinance No. 2019-067 rezoning a 1.348-acre tract of land, being a part of Lots 3 & 4, Block 1, Carrie D. Hart's First Addition, located in the Thomas Price HRS, A-466, located at 1703 North Bishop Road. Office to Commercial. Curt Green, dba Green, Herrington & Howell, LLC, applicants.

Public Hearing: November 12, 2019
 Council Vote: November 12, 2019

Curt Green addressed council in favor of this proposed ordinance.
 (6:31 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Harp, Ward 5
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

2. Ordinance No. 2019-093 granting Specific Use Permit to allow permanent cosmetics and microblading in a tenant space at 4064 Summerhill Square, being on a 3.16-acre tract of land (Tract 49D) in the MEP & P HRS, A-421. Alan Schimming, applicant. Patty Lynn, agent.

Public Hearing: November 12, 2019
 Council Vote: November 12, 2019

There were no public comments made at this hearing.
 (6:32 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christie Alcorn, Ward 4
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

3. Ordinance No. 2019-094 rezoning Lot 6, Block 1, Two Streets Addition, located in the 3500 block of Waco Street. Single Family-2 to Commercial. LBP O-Zone Investments, LLC, applicant. Kayla Wood. MTG Engineers and Surveyors, agent.

Public Hearing: November 12, 2019
 Council Vote: November 12, 2019

There were no public comments made at this hearing.
 (6:34 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Betty Williams, Ward 3
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

4. Ordinance No. 2019-095 granting a Specific Use Permit to allow a billboard on a 25' x 45' strip of leased land on Tract 79 in the George Brinlee HRS, A-18, located at 2703 Richmond Road. Elvin Fenton, applicant. Chad Shipp, Shipp Outdoor, LLC, agent. (due to a petition in opposition, a 3/4 vote will be required to approve this request)

Public Hearing: November 12, 2019
 Council Vote: November 12, 2019

Jeff Lewis advised the council with information related to the petition in opposition to this proposed ordinance and also a letter in opposition to the petition that was presented to the Planning and Zoning Commission.

The following citizens addressed council in favor of this proposed ordinance:
 Cory Floyd, Chad Shipp, Derrick McGary, Elvin Fenton

The following citizens addressed council in opposition to this proposed ordinance:
 Susan Cogell, Dianna Patterson Kinsey

Due to a petition in opposition to the proposed ordinance, a 3/4 vote was required to approve the request. The Mayor asked the City Secretary for a roll call vote.
(7:21 p.m.)

RESULT:	FAILED [4 TO 2]
MOVER:	Mary Hart, Ward 2
SECONDER:	Josh Davis, Ward 6
AYES:	Matlock, Hart, Harp, Davis
NAYS:	Williams, Alcorn
EXCUSED:	Bruggeman

X. ITEMS FOR DISCUSSION

Staff Updates

City Manager Jaster reminded council of the upcoming workshops to discuss demolition priorities especially related to Wards 1, 2, and 3.

XI. ADMINISTRATIVE COMMENTS

1. City Council

Council Member Davis said he is having a press release on Thursday, November 14th at 4:00 p.m. to make an announcement. It will be held at City Hall in the council chambers and the public is invited.

Mayor Bruggeman reminded council that Habitat for Humanity will host a "Ground Blessing" ceremony on Friday, November 15th at 11:30 a.m.. It will be held in Ward 2 at the corner of Norris Cooley and Atlanta Street.

Council Member Harp thanked parks staff for welcoming and hosting the four college teams participating in the softball tournament on November 2nd.

Council Member Williams said it was so nice to see a steam engine locomotive train come to downtown Texarkana on Tuesday, November 12th. Many residents patiently waited for the train to arrive in support of the event.

2. City Staff

Sherry Jackson Hawkins said that Reader's Digest highlighted Texarkana USA in an article about the "Nicest Places in America". The City of Texarkana was listed as a 2019 finalist for "*Twice as Nice*".

XII. CLOSED SESSION

The City Attorney said he did not have any updates ready for council at this time. Therefore, council did not convene in closed session pursuant to Texas Government Code Section 551.071 for a private consultation with the City Attorney.

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(7:26 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Harp, Ward 5
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Williams, Alcorn, Harp, Davis
EXCUSED:	Bruggeman

City of Texarkana, Texas

Briefing Sheet

Version:
Update Date: 11/21/2019 1:53 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2019-110 setting the 2020 City Council meeting dates and official city holiday closings.

Briefing: 11/25/2019 **Public Hearing:** **Council Vote:** 11/25/2019

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Each year the City Council sets the annual schedule for regular city council meetings (2nd and 4th Mondays of each month) and affirms the holiday closing schedule (12 paid holidays).

This schedule also reflects the adoption of Resolution No. 2018-037 by the City Council on April 9, 2018, that adjusted the regular council meetings in the months of June and July to one regular meeting in each of these respective months to occur on the second Monday of the month which accommodated summertime activities enjoyed by citizens, council members, and city staff.

Potential Options:

- Adopt the attached schedule as presented.
- Revise the attached schedule and adopt as revised.

Fiscal Implications:

None

Staff Recommendation:

Staff recommends adopting the schedule as presented.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

City of Texarkana, Texas

Attachments

- a. 2019-110 RES Setting 2020 Council Meeting and Holiday Schedule (jcl rev)
(DOC)
- b. 2019-110 ATTH 01 2020 meeting & holiday sched (final) (PDF)
- c. 2019-110 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Shirley Jaster	Department Head Review	Completed	
	11/06/2019 4:03 PM			
City Manager 4:06 PM	Shirley Jaster	City Manager Review Completed		11/06/2019
City Council 6:00 PM	Vicky Coopwood	Meeting	Pending	11/25/2019

Meeting History

RESOLUTION NO. 2019 - 110

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, SETTING THE 2020 CITY COUNCIL REGULAR MEETING SCHEDULE AND CITY HOLIDAYS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in accordance with Article II, Section 8 of the city charter, the City Council is required to meet at least monthly in regular session at city hall on a date as determined by the City Council; and

WHEREAS, to continue to provide for transparency in local government the City Council generally meets twice monthly in regular session to conduct the city's business and consider policy items as presented and recommended by city staff; and

WHEREAS, to provide for public access to local government the City Council includes an opportunity for citizens to address the City Council in a public forum setting during each regular meeting of the City Council; and

WHEREAS, City staff recommends adoption of the attached 2020 Schedule of City Council Meetings and City Holidays (**ATTH 01**), with the scheduling of City holidays occurring on Mondays and Fridays closely aligning with federal and local city governments observance days.

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

SECTION 1: That the City Council adopts the attached 2020 Schedule of City Council Meetings and City Holidays (**ATTH 01**).

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of November, 2019.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

2020 COUNCIL MEETING & HOLIDAY SCHEDULE

CITY COUNCIL MEETINGS

JANUARY 13TH AND 27THFEBRUARY 10TH AND 24THMARCH 9TH AND 23RDAPRIL 13TH AND 27THMAY 11TH AND 26THJUNE 8TH

COUNCIL CHAMBERS 6:00PM

JULY 13THAUGUST 10TH AND 24THSEPTEMBER 14TH AND 28THOCTOBER 12TH AND 26THNOVEMBER 9TH AND 23RDDECEMBER 14TH

CITY HOLIDAYS

JANUARY - 1ST, 20TH

FEBRUARY - NONE

MARCH - NONE

APRIL - 10THMAY - 25TH

JUNE - NONE

CITY HALL CLOSED

JULY - 3RD

AUGUST - NONE

SEPTEMBER - 7TH

OCTOBER - NONE

NOVEMBER - 11TH, 26TH, 27THDECEMBER - 23RD, 24TH, 25TH

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
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City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 11/21/2019 10:18 AM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Subject: Ordinance No. 2019-112 calling for a Special Election to be held on Tuesday, January 28, 2020 for the purpose of electing a Council Member for Ward 6 to fill a vacancy of an unexpired term.

Briefing: 11/25/2019 **Public Hearing:** **Council Vote:** 11/25/2019

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

On November 14, 2019, Ward 6 Councilmember Josh Davis announced his candidacy for a Bowie County office and resigned his position as councilmember. This vacancy leaves an unexpired term of greater than twelve months. Under the Texas Constitution, this vacancy must be filled by a special election within 120 days, even if no uniform election date occurs in that period. During that 120-day time period, there occurs seven county holidays, corresponding City Hall closures, and a general primary election on March 3, 2020. Per Texas law, a special election may not be held within 30 days before or after the general primary election or runoff election.

The City's Code of Ordinances, §12-3(6), establishes Pleasant Grove Middle School, located at 5605 Cooks Lane, as the polling location for the entirety of Ward 6 when the City conducts an election.

After taking into account multiple holidays and closures, together with the general primary election calendar, and after determining the availability of the polling location for a Ward 6 special election, the City Attorney recommends ordering the special election to fill the vacancy in the position of Ward 6 councilmember for Tuesday, January 28, 2020. Under Texas law, the filing period for candidates opens immediately after the City Council's order calling the special election, and ends on Thursday, December 19, 2019, at 5 p.m. The early voting period, as required by law, would be located at City Hall on January 13-17 and 21-24, 2020.

By separate interlocal agreement, the City Manager intends to contract with the County for specific matériel, including use of ADA-compliant voting machines and programming, use of ballot boxes for early voting and election day, and a list of registered voters in Ward 6 as of 12/31/2019, but the City itself would be conducting the election.

Potential Options:

- NONE
-

City of Texarkana, Texas

Fiscal Implications:

NONE

Staff Recommendation:

To approve as mandated by Texas law.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2019-112 ORD Call Spec. Elect. to fill Vacancy in W6 (JE) (002) jcl rev (002) (DOCX)
- b. 2019-112 'Attachment 1' App for Place on Spec. Elect. Ballot (Jan 2017) (PDF)
- c. 2019-112 Goals & Perspectives (DOCX)

Staff Coordination

City Attorney 10:21 AM	Jeffery C. Lewis	City Attorney Review Completed	11/21/2019
City Manager	Shirley Jaster 11/22/2019 9:34 AM	Department Head Review	Completed
City Manager 9:37 AM	Shirley Jaster	City Manager Review Completed	11/22/2019
City Council 6:00 PM	Vicky Coopwood	Meeting	Pending 11/25/2019

Meeting History

ORDINANCE NO. 2019 - 112

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ORDERING A SPECIAL ELECTION FOR THE PURPOSE OF ELECTING A COUNCILMEMBER FOR WARD 6 FOR THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, TO FILL A VACANCY OF AN UNEXPIRED TERM; PRESCRIBING THE TIME, PLACE, MANNER, AND FORM FOR THE HOLDING OF SAID ELECTION; PROVIDING INSTRUCTIONS FOR THE HOLDING OF SAID ELECTION IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, THE CITY CHARTER, AND ORDINANCES OF THE CITY OF TEXARKANA, TEXAS; DIRECTING THE CITY SECRETARY TO PROVIDE FOR TIMELY PRINTING OF BALLOTS; PROVIDING FOR EARLY VOTING; DIRECTING THAT THE POLLING LOCATION BE OPENED FROM 7:00 A.M. TO 7:00 P.M. ON ELECTION DAY; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE OF THIS ELECTION; PROVIDING FOR CANVASS OF THE ELECTION RESULTS BY THE CITY COUNCIL; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on November 14, 2019, Councilmember Josh Davis resigned his position on the City Council as Ward 6 Councilmember thereby creating a vacancy of an unexpired term of greater than twelve months; and

WHEREAS, the Texas Constitution, Article XI, Section 11, requires a special election to fill a vacancy on the council when the unexpired term is greater than twelve months; and

WHEREAS, Section 12-3(6) of the City's Code of Ordinances establishes Pleasant Grove Middle School, located at 5605 Cooks Lane, as the polling location for the entirety of Ward 6 when the City conducts an election; and

WHEREAS, in compliance with the Texas Constitution and applicable provisions of the Texas Election Code, and after determining the availability of the polling location, the date of Tuesday, January 28, 2020, is proposed for the holding of a special election to fill the unexpired term for Councilmember of Ward 6, which expires in November of 2022; and

WHEREAS, this Ordinance establishes procedures consistent with the Texas Constitution, applicable provisions of the Texas Election Code, and the City's Code of Ordinances for ordering a special election on Tuesday, January 28, 2020, to fill the unexpired term for Councilmember of Ward 6.

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

SECTION 1: A special election is hereby ordered to be held within the jurisdiction of the City of Texarkana, Texas, on Tuesday, the 28th day of January, 2020, pursuant to the Texas Constitution, applicable laws of the State of Texas, the Charter of the City of Texarkana, Texas, and the Code of Ordinances of the City of Texarkana, Texas, with said election to be held for the purpose of electing a Councilmember for Ward 6 to serve an unexpired term ending in November of 2022. Candidates for Councilmember in this election must meet the qualifications for candidacy as set forth in the Texas Election Code, the City Charter, and Ordinances of the City of Texarkana, Texas. Candidates shall file their application with the City Secretary or designee at City Hall, 220 Texas Blvd, Texarkana, Texas. All applications for candidacy shall be on a form as prescribed by Texas Election Code, Chapter 141, Subchapter B, Section 141.031 as set forth in **"Attachment 1"** which is attached hereto and made a part hereof as if fully set forth herein. Each candidate must also complete the Loyalty Affidavit as is set forth on the lower portion of **"Attachment 1"**

PUBLISH

and the City Secretary is hereby directed to refuse any application for which the said affidavit has not been completed and sworn to by the candidate. The City Secretary shall provide a blank copy of “**Attachment 1**” to those persons requesting same.

SECTION 2: Any eligible and qualified person may have his or her name printed upon the official ballot as a candidate for the office of Councilmember of **Ward 6** by filing the appropriate sworn application with the City Secretary or designee during the time period which begins immediately upon approval and passage of this ordinance and ends at 5:00 p.m. on **Thursday, December 19, 2019**, and by complying with the provisions of the Texas Election Code and applicable statutes and ordinances.

SECTION 3: The ballots for said election shall be prepared by the City Secretary in sufficient number and in conformity with Chapter 52 of the Texas Election Code so that a voter may choose which candidate the voter wants to elect.

SECTION 4: Early voting by personal appearance will be conducted each weekday at Texarkana City Hall, 220 Texas Blvd, Texarkana, Texas, between the hours of 8:00 a.m. and 5:00 p.m. beginning on January 13, 2020 through January 17, 2020, and January 21, 2020, through January 24, 2020. Extended hours for early voting by personal appearance will be conducted on **January 13th and January 21st** between the hours of **7:00 a.m. and 7:00 p.m.** as required by Texas Election Code Section 85.005(d)(2).

SECTION 5: The Special Election Day polling location for the entirety of Ward 6 will be at **Pleasant Grove Middle School, 5605 Cooks Lane, Texarkana, Texas**, as established by City Code Section 12-3(6). As distinguished from county-conducted elections, all registered voters of Ward 6 (Precincts 6A & 6B) will cast votes at this polling location.

SECTION 6: The City Secretary shall give notice of this special election by causing said notice to be published one time in the Texarkana Gazette, the official newspaper of the City. The said publication shall be not more than 30 days or less than 10 days prior to the special election day, **January 28, 2020**. Such publication meets the requirements set forth in Section 1 of Article V of the Charter of the City of Texarkana, Texas, and the requirement set forth in Texas Election Code, Section 4.003. The City Secretary shall attach the returned certificate of publication from the newspaper editor to the original of this ordinance on file.

SECTION 7: The official tabulation of the election results shall be made known as soon as possible after the closing of the polls; and the final election returns shall be canvassed by the City Council not earlier than January 30, 2020, or later than February 8, 2020.

SECTION 8: 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 9: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 10: That this ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **25th day of November, 2019**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

ALL INFORMATION IS **REQUIRED** TO BE PROVIDED UNLESS INDICATED OPTIONAL

APPLICATION FOR A PLACE ON THE _____				SPECIAL ELECTION BALLOT	
TO: City Secretary/Secretary of Board					
I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.					
OFFICE SOUGHT (Include any place number or other distinguishing number, if any.)					
FULL NAME (First, Middle, Last)			PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT ¹		
PERMANENT RESIDENCE ADDRESS (Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)			PUBLIC MAILING ADDRESS (Campaign mailing address, if available.)		
CITY	STATE	ZIP	CITY	STATE	ZIP
PUBLIC EMAIL ADDRESS (If available)		OCCUPATION (Do not leave blank)	DATE OF BIRTH / /		VOTER REGISTRATION VOID NUMBER (Optional) ²
TELEPHONE CONTACT INFORMATION (Optional) Home: Work: Cell:		LENGTH OF CONTINUOUS RESIDENCE AS OF DATE APPLICATION SWORN			
		IN STATE ____ year (s) ____ month(s)		IN TERRITORY FROM WHICH THE OFFICE SOUGHT IS ELECTED ³ ____ year (s) ____ month(s)	
If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election.					
Before me, the undersigned authority, on this day personally appeared (name) _____, who being by me here and now duly sworn, upon oath says:					
"I, (name) _____, of _____ County, Texas, being a candidate for the office of _____, swear that I will support and defend the Constitution and law of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code.					
I further swear that the foregoing statements included in my application are in all things true and correct."					
X					
SIGNATURE OF CANDIDATE					
Sworn to and subscribed before me at _____, this the _____ day of _____, _____.					
SEAL					
Signature of Officer Administering Oath ⁴			Title of Officer Administering Oath		
TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:					
(See Section 1.007)					
		Date Received		Signature of Secretary	
Voter Registration Status Verified ☐					

INSTRUCTIONS

A special election can be used to fill a vacancy only if authorized by law.

An application for a special election may not be filed until after the election is ordered. The filing deadline is governed by Section 201.054 of the Texas Election Code, and by the date the special election was ordered. The filing deadline should be stated in the election order. Please review the Secretary of State's election law calendars for Section 201.054 deadlines.

If you have questions about the application, please contact the Secretary of State's Elections Division at 800-252-8683.

NEPOTISM LAW

The candidate must sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573 Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's action with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

- (1) First degree: parent, child;
- (2) Second degree: brother, sister, grandparent, grandchild;
- (3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption. Examples of relatives within the second degree of affinity are as follows:

- (1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
- (2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

FOOTNOTES

¹For rules concerning the form of a candidate's name or nickname on the ballot, see subchapter B, chapter 52 of the Texas Election Code.

²Inclusion of a candidate's VUID is optional. However, many candidates are required to be registered voters in the territory from which the office is elected at the time of the filing deadline. Please visit the Elections Division of the Secretary of State's website for additional information. <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³This refers to the length of residence inside the district or territory from which the office is elected. For example, length of residence in a school district, for a school trustee office elected at large. This field **MUST BE COMPLETED**.

⁴All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary (for a city office), and the Secretary of State of Texas.

DEBE PROPORCIONARSE LA INFORMACIÓN REQUERIDA A MENOS QUE SE INDIQUE QUE ES OPCIONAL

SOLICITUD PARA FIGURAR EN LA BOLETA DE _____ ELECCIÓN ESPECIAL

A: Secretario(a) de la Ciudad/ Secretario del Consejo

Solicito que mi nombre figure en la boleta oficial indicada más arriba como candidato/a al cargo a continuación.

PUESTO OFICIAL SOLICITADO (Incluya cualquier número de cargo u otro número distintivo, si el cargo lo tiene).**NOMBRE COMPLETO** (Primer nombre, segundo nombre, apellido)**ESCRIBA SU NOMBRE COMO DESEA QUE FIGURE EN LA BOLETA¹****DIRECCIÓN RESIDENCIAL PERMANENTE** (No incluya una casilla postal o una ruta rural. Si usted no tiene una dirección residencial, describa el lugar en que recibe correspondencia personal y la ubicación de su residencia.)**DIRECCIÓN POSTAL PÚBLICA** (Dirección en la que recibirá correspondencia relacionada a su campaña, si es disponible.)**CIUDAD****ESTADO****CÓDIGO POSTAL****CIUDAD****ESTADO****CÓDIGO POSTAL****CORREO ELECTRÓNICO PÚBLICO** (Si está disponible.)**EMPLEO** (No deje este espacio en blanco.)**FECHA DE NACIMIENTO**

/ /

VID – NÚMERO UNICO DE IDENTIFICACION DE VOTANTE (Opcional)²**INFORMACIÓN DE CONTACTO** (Opcional)

Tel. residencial:

Tel. laboral:

Tel. celular:

DURACIÓN DE RESIDENCIA CONTINUA AL MOMENTO DE JURAMENTAR ESTA SOLICITUD**EN EL ESTADO**____ año(s)
____ mes(es)**EN EL TERRITORIO POR EL CUAL SERIA ELECTO/A³**____ año(s)
____ mes(es)

En caso de usar un apodo como parte de su nombre en la boleta, usted también firma y jura lo siguiente: Asimismo, juro que mi apodo no constituye un lema político ni tampoco es una indicación de mis creencias o afiliaciones políticas, económicas, sociales o religiosas. Se me ha conocido por este apodo durante al menos tres años antes de esta elección.

Ante mí, la autoridad suscrita, compareció (nombre) _____, quien frente a mí y bajo juramento debido, declara:

“Yo, (nombre) _____, del condado de _____, Texas, siendo candidato para el cargo oficial de _____, juro solemnemente que apoyaré y defenderé la Constitución y las leyes de los Estados Unidos y del Estado de Texas. Soy ciudadano de los Estados Unidos elegible para ocupar tal cargo oficial bajo la Constitución y las leyes de este Estado. No se me ha condenado por un delito mayor por el cual no haya sido absuelto o por el cual no se me hayan restituido enteramente mis derechos de ciudadanía por medio de otra acción oficial. No existe un fallo final de un tribunal testamentario que me declare total o parcialmente incapacitado mentalmente sin derecho a votar. Yo tengo conocimiento de la ley sobre nepotismo según el Capítulo 573 del Código de Gobierno.

Además, juro que las declaraciones anteriores que incluyo en mi solicitud son verdaderas y correctas”.

X

FIRMA DEL CANDIDATO

Jurado y suscrito ante mí en _____, este día _____ de _____, _____.

SELLO

Firma del oficial que administra el juramento⁴

Título del oficial que administra el juramento

TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:

(See Section 1.007)

Date Received

Signature of Secretary

Voter Registration Status Verified ☐

INSTRUCCIONES

Una elección especial puede ser usada para llenar una vacante solamente si está autorizado por la ley.

Una solicitud para una elección especial no puede ser presentada hasta que la elección sea ordenada. La fecha límite de presentación se rige por la Sección 201.054 del Código Electoral de Texas, y por la fecha en que se ordenó la elección especial. La fecha límite de presentación debería ser indicada en la orden de elección. Por favor revise el calendario de leyes electorales del Secretario de Estado para la fecha límite de la Sección 201.054.

Si tiene alguna pregunta sobre la solicitud, por favor póngase en contacto con la división de elecciones del Secretario de Estado al 800 252-8683.

LEY SOBRE EL NEPOTISMO

El candidato deberá firmar esta declaración para indicar que tiene conocimiento sobre la ley sobre el nepotismo. A continuación figuran las prohibiciones del nepotismo según el capítulo 573 de Código Gobierno:

Ningún funcionario podrá nombrar, votar por o confirmar el nombramiento o empleo de ninguno de sus parientes en segundo grado por afinidad (matrimonio) o en tercer grado por consanguinidad (sangre), o de los parientes de cualquier otro integrante del cuerpo directivo o tribunal en que el funcionario celebre sesión cuando la compensación para esa persona se pague con fondos públicos o honorarios de su puesto oficial. Sin embargo, la ley no prohíbe el nombramiento, el votar por o la confirmación de ninguna persona que haya trabajado en la oficina de manera continua o el empleo para el siguiente período antes de la elección o el nombramiento de funcionario o miembro emparentado con el empleado en el grado prohibido: seis meses, si el funcionario o miembro se elige en una elección general de funcionarios de estado y condado.

Ningún candidato podrá influir sobre un empleado relacionado al puesto oficial al cual el candidato aspira o un empleado o funcionario del cuerpo fiscal al cual el candidato aspira respecto del nombramiento o el empleo de un pariente del candidato en un grado prohibido según se indica arriba. Esta restricción no se dirige a las acciones de un candidato respecto de una clase o categoría de empleados o posibles empleados de buena fe.

Los ejemplos de parentesco en tercer grado por consanguinidad son los siguientes:

- (1) Primer grado: padre, madre, hijo(a);
- (2) Segundo grado: hermano(a), abuelo(a), nieto(a);
- (3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parentescos de consanguinidad, medios hermanos y adopción legal. Los ejemplos de parentescos en segundo grado por afinidad son los siguientes:

- (1) Primer grado: cónyuge, suegro(a), yerno, nuera;
- (2) Segundo grado: cuñado(a), abuelo(a) del cónyuge.

Las personas que están emparentadas por afinidad (matrimonio) incluyen los cónyuges de parientes emparentados por consanguinidad y, si casados, el cónyuge y los parientes del cónyuge por consanguinidad. No todos estos ejemplos son inclusivos.

NOTAS

¹Para reglas sobre la forma del nombre de un candidato o apodo en la boleta electoral, vea el subcapítulo B, Capítulo 52 del Código Electoral de Texas.

²La inclusión del número único de identificación de votante (VUID, por sus siglas en Inglés) es opcional. Sin embargo, para muchos candidatos, es un requisito estar registrados como votantes en el territorio por el cual serían electos a partir de la fecha límite de la solicitud. Puede encontrar información adicional sobre el requisito de registro de votante en nuestra página: <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³Esto se refiere a la duración de la residencia dentro del distrito o territorio de que se elige la oficina. Por ejemplo, la duración de la residencia en un distrito escolar, para una oficina del consejero escolar elegida en general. Este campo **DEBE SER COMPLETADO**.

⁴Los juramentos, las declaraciones juradas o las afirmaciones que se efectúen dentro de este Estado podrán ser administradas por un juez, escribano o comisionado de alguna corte de registro, por un notario público, un juez de paz, un secretario de la ciudad o el Secretario de Estado de Texas, quienes cuentan con la capacidad de proporcionar un certificado del hecho.

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

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

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

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

Other:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 11/7/2019 3:09 PM

Lead Department: Planning and Community Development **Action Officer:** David Orr, Planning & Community Development Director

Subject: Resolution No. 2019-108 approving the Community Development Block Grant (CDBG) Comprehensive Assessment Performance Evaluation Report.

Briefing: 11/25/2019 **Public Hearing:** 11/25/2019 **Council Vote:** 11/25/2019

Item Schedule

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

Updates/History of Briefing:

Not Applicable

Executive Summary and Background Information:

The U.S. Department of Housing and Urban Development - Community Planning Department requires each Community Development Block Grant (CDBG) Entitlement Community to complete an annual Comprehensive Assessment Performance Evaluation Report (CAPER) no later than 90 days after the close of the program year (Program Year-End Date: September 30, 2019).

The City of Texarkana, Texas hereby gives notice that the DRAFT of the Community Development Block Grant 2018 Program Year Consolidated Annual Performance Evaluation Report (CAPER) will be available for public review and comment at the dates and times listed below. Spanish translation is available upon request.

The Department of Housing and Urban Development requires all recipients of Community Development Block Grant funds to submit an annual report. All interested persons or groups are encouraged to review the DRAFT CAPER and formally present their comments for inclusion in this report.

The DRAFT report can be reviewed at the following location during regular business hours at:

Texarkana, Texas City Hall
Department of Planning and Community Development
220 Texas Boulevard
Texarkana, Texas

The DRAFT CAPER is also available on the Texarkana, Texas website at www.ci.texarkana.tx.us
<<http://www.ci.texarkana.tx.us>>

The City will hold a regularly scheduled City Council Meeting, which is a Public Meeting, on November 12, 2019 where the public and Council will be briefed on the report and comment period.

City of Texarkana, Texas

The Public Hearing for the CAPER will occur at the regularly scheduled City Council Meeting on November 25, 2019. The 15-day comment period will begin on November 11, 2019 and end on November 25, 2019.

Citizens are asked to present their comments at this Public Hearing for inclusion in the report or to submit written comments for inclusion in the report to the Department of Planning and Community Development, City of Texarkana, Texas 220 Texas Boulevard, P.O. Box 1967, Texarkana, Texas 75504. Comments may be mailed or delivered to this office by 5:00 p.m. November 25, 2019.

Potential Options:

- Approve
- Deny

Fiscal Implications:

Required for CDBG annual allocation.

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. 2019-108 RES Approving 2018 CDBG CAPER (DOCX)
- b. 2019-108 ATTH 01 Caper PY2018 Draft 10.15.19 (DOCX)
- c. 2019-108 ATTH 02 Council PresentationX CAPER 11.12.19 (PDF)
- d. 2019-108 Goals & Perspectives (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Completed	11/05/2019 8:40 AM	
City Manager	Shirley Jaster	City Manager Review Completed 11/06/2019
4:34 PM		
City Council	Jennifer Evans	Meeting Completed 11/12/2019
6:00 PM		

Meeting History

City of Texarkana, Texas

11/12/19

City Council MOVED FORWARD

Next: 11/25/19

RESOLUTION NO. 2019 – 108

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL PERFORMANCE EVALUATION REPORT AND AUTHORIZING THE CITY MANAGER TO SUBMIT SAID REPORT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the U. S. Department of Housing and Urban Development has provided the City of Texarkana, Texas, with Community Development Block Grant (CDBG) funds; and

WHEREAS, the City of Texarkana, Texas, hereby gives notice that the DRAFT of the Community Development Block Grant 2018 Program Year Consolidated Annual Performance Evaluation Report (CAPER) will be available for public review and comment; and

WHEREAS, the Department of Housing and Urban Development requires all recipients of Community Development Block Grant funds to submit an annual report. All interested persons or groups are encouraged to review the DRAFT CAPER and formally present their comments for inclusion in this report; and

WHEREAS, the City Council has determined it to be appropriate to approve the Community Development Block Grant 2018 Program Year Consolidated Annual Performance Evaluation Report (CAPER).

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

SECTION 1: That the Community Development Block Grant 2018 Program Year Consolidated Annual Performance Evaluation Report (CAPER) is hereby approved.

SECTION 2: That the City Manager is hereby authorized to submit said Community Development Block Grant 2018 Program Year Consolidated Annual Performance Evaluation Report (CAPER) to the U. S. Department of Housing and Urban Development and provide such additional information as may be required.

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

PASSED AND APPROVED in Regular Council Session on this the 25th day of November, 2019.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



City of Texarkana, Texas CAPER

Consolidated Annual Performance Evaluation Report

Community Development Block Grant Program
October 1, 2018 through September 30, 2019
Program Year 2018

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

During CDBG Program Year 2018 (October 1, 2018 – September 30, 2019 = PY18), the City of Texarkana had a total of \$419,796 in CDBG resources to address various community needs. These funds included carryover resources in the amount of \$92,338 from prior allocations, \$2,425 in Program Income and \$325,033 for the Program Year 2018 allocation. The City expended \$349,405 leaving an unexpended balance at the beginning of the 2019 program year of \$70,391.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administer the CDBG Program	Administration	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
CDBG Revolving Loan Fund	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0.00%			
CDBG Revolving Loan Fund	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	10	0	0.00%			
CDBG Revolving Loan Fund	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	0	0.00%			

CAPER

2

First Time Home Buyer Down Payment Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	4	0	0.00%	0	0	0.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	20	4	20.00%	4	4	100.00%
Public Facilities and Parks	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	100	100.00%			
Public Facilities and Parks	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%			
Public Improvements and Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted						

Public Improvements and Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	5	0	0.00%			
Section 108 Loan Program for Economic Development	Affordable Housing Non-Housing Community Development	CDBG: \$ / Section 108: \$	Rental units constructed	Household Housing Unit		0	0.00%		0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City carried out the following activities during this reporting period:

Public Service – Vista \$5,025 : Vista One Stop Shop providing coordinated services through THN for persons experiencing homelessness.

Public Service – Life Skills \$3,698 : Life Skills classes provided to women & children experiencing homelessness & Job Training classes provided for persons experiencing homelessness.

Sidewalk/Bike/Tree Project \$210,331 : Project to install/improve sidewalks/ADA accessibility/bicycle facilities/tree planting in Beverly neighborhood, Downtown Texarkana and other LMI locations.

Housing Rehabilitation \$55,765 : Project to repair/install accessibility to homes owned by LMI individuals/families.

Park Improvements \$45,527 : Project to replace playground equipment at Kidtopia Park.

Administration \$29,059 : Administration of CDBG program to provide services to LMI &/or homeless individuals/families.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	17
Black or African American	83
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	100
Hispanic	2
Not Hispanic	98

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Downtown Texarkana is located in Census Tract #48037010500. This tract has a poverty rate of 49.8%. Of the 3232 residents that call the Downtown area home, 1,009 are white, 2,050 are Black or African American. Population continues to decline in the area as fewer and fewer make their homes here. In this area of just over 200 acres, there are over 200 confirmed or suspected Brownfield properties ranging from suspected lead and asbestos contamination to petroleum and MTBE's. Nearly half of the buildings in the area are no longer open or functioning.

The Beverly area (Census Tract #48037010600) population has decreased from 2,612 in 1990 to 2,293 in 2010, with the number of households for the same period also declining from 921 to 774. Total number of housing units likewise decreased from 1,103 to 918 households. The number of vacant housing units decreased from 182 to 144. During this same time period, renter occupied housing units rose from 441 to 506 while owner occupied housing units dramatically decreased 44.17% from 480 to 268. In 2012, average median household income for Texarkana, Texas was \$37,526, but only \$17,262 in Beverly, a variance of 46%. Per capita income was also lower by 45% as compared to the city at \$23,297 per person in the city and only \$10,477 in Beverly. Median home values in the city were reported at \$136,770 and only \$37,863 in Beverly.

CR-15 - Resources and Investments 91.520(a)**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	419,796	349,405
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Section 108	Section 108		
Other	Other		

Table 3 - Resources Made Available**Narrative**

During CDBG Program Year 2018 (October 1, 2018 – September 30, 2019 = PY18), the City of Texarkana had a total of \$419,796 in CDBG resources to address various community needs. These funds included carryover resources in the amount of \$92,338 from prior allocations, \$2,425 in Program Income and \$325,033 for the Program Year 2018 allocation. The City expended \$349,405 leaving an unexpended balance at the beginning of the 2019 program year of \$70,391.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Beverly Community Revitalization	41	10	Public Services : Vista & Life Skills Programs, Housing rehabilitation
Downtown Area	39	49	Sidewalk/Bike/Tree Project , Park Improvements

Table 4 – Identify the geographic distribution and location of investments**Narrative**

Beverly Boundaries are New Boston Rd (Hwy 82), Robinson Rd, College Dr & Richmond Rd to Summerhill Rd- qual census tract 106. It is bordered by commercially zoned streets with interior comprised of older housing stock & many vacant, boarded buildings & has minority, elderly, & poverty concentrations. Staff worked closely with community leaders & it became clear that residents needed neighborhood cleanups. The city committed staff time to help while the Neighborhood Assoc has taken on the responsibility of the actual cleanups. The Downtown Area (Tract 105) is bound by the Kansas City Southern Railroad (Front St) & 7th St (MLK Blvd.), Stateline Ave, & Lake Dr. Citizens asked staff to focus on downtown revitalization for the past ten years. Consultation with numerous agencies, public meetings/hearings, citizen surveys, & votes of elected City Council Members establish a strong

consensus for moving forward to arrest the decline of this historic center of the town & revitalize the area's potential for economic growth & provide affordable housing close to area services. These regions were chosen because they have great potential & need. They are bordered by major transportation routes, prime real estate for commercial development. New multifamily & new single family housing will provide safe, secure, quality, affordable, housing for families. The economic development potential can bring jobs to sustain these LMI areas. In PY2018, the expenditures in the downtown area: accessibility improvements to area surrounding RSOS, (sidewalks, bike facilities & tree planting). Sidewalks with ADA improvements installed at Kidtopia Park in downtown. Design work & construction for New Boston Rd sidewalks & ADA improvements were done in Beverly. Construction work for Norris Cooley Rd & Rose Hill areas were completed with construction of sidewalks & ADA improvements. Housing Rehabilitation Program was continued in PY2018 with construction began on 4 LMI households & will be completed in PY2019. Public services implemented with Texarkana Homeless Coalition – Vista Program designed to provide a one-stop shop for homeless persons to receive needed services. PS program created at RSOS to provide life skills classes for homeless women & children (living at the shelter) as well as job training classes for all residents of RSOS. Grim Lofts to create low/mod housing in Downtown began & will be ongoing through the next years & will include Section 108 Loan Funds. Section 108 Loan funds will be drawn from HUD – HQ in PY2019 after closing with developer. EN funds will also be drawn to repay the HUD – HQ loan plus interest and financing fees.

Leveraging

Explain how federal funds leveraged additional resources (private, state & local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City recognizes the importance of leveraging resources. It is estimated that these community development projects will bring \$1.75 in private resources spent in the local economy for each grant dollar invested. Moreover, most projects require substantial private investments at a 9 to 1 ratio, especially the Revolving Loan Fund program for Downtown Business economic development. Matching requirements for other grant programs are met by in-kind donations of labor and/or materials rather than by the use of CDBG funds. Publicly owned land or property located within the jurisdiction includes housing lots owned by the city, city parks, and scattered properties located in downtown. This property may be used to promote economic development, provide support for homeless programs, and/or affordable housing in Texarkana, Texas. Publicly owned land may also be used to support public health activities, infrastructure and public services, promoting livability and sustainability within the jurisdiction. The City expects to use CDBG funding as a leveraging tool to support community and economic development within the jurisdiction.

Other grant programs that magnify the impact the City's commitment of CDBG resources and

provide significant leverage to CDBG investments in the Downtown and Beverly Target Areas include the:

- \$ 440,000 EPA Brownfields Multi-Purpose Grant
- \$ 900,000 EPA Brownfields Revolving Loan Fund
- \$ 200,000 EPA Brownfields Petroleum Assessment Grant
- \$ 200,000 EPA Brownfields Hazardous Materials Assessment Grant
- \$ 94,000 USDA Farmers' Market Promotions Program
- \$ 100,000 NEA Grant for Downtown redevelopment

Note: Texarkana, Texas is not a HOME entitlement community.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	50	50
Number of Non-Homeless households to be provided affordable housing units	50	50
Number of Special-Needs households to be provided affordable housing units	50	50
Total	150	150

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	20	0
Number of households supported through Rehab of Existing Units	4	4
Number of households supported through Acquisition of Existing Units	0	0
Total	24	4

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City's 5 Year Consolidated Plan for meeting Housing goals primarily consisted of projects and activities relying on Non-CDBG funding. Significant changes in funding streams the City relied upon for meeting these goals, including both CDBG and Non-CDBG funding, necessitated changes in plans for the 2018 Action Plan and will impact future Action Plans.

In the past, the City has included outcomes associated with projects funded with Non-CDBG funding sources like TDHCA in the 5 Year Plan & 1 Year Action Plans. For example, the City included four Housing Rehabilitation projects in the Con Plan funded through TDHCA. Those funds are now not available. Without a replacement funding source, those programs have been removed from the City's expected outcomes. However, even though these no longer exist as projects in HUD's (Housing and Urban Development) database system due to the way IDIS archives projects associated with these plans, the expected outcomes still appear in this report. The more significant issue is the decrease in funding in CDBG and Non-CDBG funding programs. This directly impacts real outcomes in Texarkana communities. The City does provide capacity building support for Homeless Coalition members, including Randy Sams Homeless Shelter, ArkTex Council of Governments and Mission Texarkana. The outcomes for these activities are reported as organizations assisted.

Discuss how these outcomes will impact future annual action plans.

Future action plans will incorporate more activities funded by the CDBG program leading to improvements in meeting the goals & outcomes specified in the 5 Year Consolidated Plan. The City has submitted a new Consolidated Plan to allow for future annual action plans to specify the use of CDBG funds to address priority needs areas, especially those relating to housing, homelessness, & homelessness prevention activities.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	4	0
Moderate-income	0	0
Total	4	0

Table 7 – Number of Households Served

Narrative Information

The city operates a Homebuyers Assistance & Home Rehabilitation Programs to increase affordable housing in LMI neighborhoods. In PY2018, 4 homes received CDBG housing rehab assistance. Additionally, the city is actively involved with mortgage lenders as a part of the Community Advisory Committee to increase access to affordable housing products & loan services in Texarkana. The city made available a First Time Home Buyer Assistance Grants Program in Program Year 2018 (October 1, 2018 – September 30, 2019) that require eligibility determination, however, no funds were expended during the year due to no applicants completing home purchase.

The city is a grantee for ESG & CoC funds to assist extremely low income individuals & families. Homeless PIT numbers have decreased 17% or to 120 individuals during the last homeless count period. The city has several infrastructure projects including over 15,994 LF of new sidewalks & ramps to increase access/safety/mobility for persons with disabilities.

The city is an active partner & providing a 2.3-million-dollar loan package for the Hotel Grim Lofts that will provide 93 additional housing units with 20 affordable units for low to moderate income individuals & families.

DRAFT

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The priorities for Texarkana in addressing the needs of these population groups include:

- To assist public and nonprofit agencies in providing housing & supportive services to the elderly & frail elderly;
- To assist public & nonprofit agencies in providing housing & supportive services to homeless persons & those "at-risk" of homelessness.
- To assist the Texarkana Homeless Coalition & those agencies that are part of the coalition, serving special needs populations.

The city of Texarkana is a long-time advocate for ending homelessness. As such, the city is an active participant in the Texarkana Homeless Coalition. Staff lends their expertise & the city contributes countless hours to assisting the Coalition in its endeavors to reduce duplication of services, benefit from efficient models of service delivery, & create economies of scale. Additionally, the city has partnered with homeless services providers to apply for Continuum of Care & Emergency Solutions Grant funds & works closely with the Texas Homeless Network to ensure Texarkana will one day end homelessness. CDBG funding was used to meet outcomes associated with the Program Year 2018 Action Plan. Specifically, the city focused on building capacity in non-profits associated with the Homeless Coalition, its partnership with the Texas Homeless Network & Texas Balance of State Continuum of Care. Future Action Plans will also incorporate the use of CDBG funding to meet goals & objectives related to ending homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Housing, Transitional Housing & Rapid Re-Housing:

RSOS for the Homeless (emergency shelter for 86 unaccompanied adults) provides services under ESG & CoC grants. The Salvation Army, Texarkana, Arkansas (9 family rooms for up to 36 people & 25 beds for individual men). ArkTex Council of Governments (ATCOG) provides services under the ESG grant. Mission Texarkana provides services under CoC grant.

RSOS provides the only available beds for people who are chronically homeless in Texarkana, Texas. The Salvation Army Homeless Shelters for Families, & Unaccompanied Men are located in Texarkana, Arkansas. Their facility is listed here because they are the only local provider of shelter for homeless families in the region. Crossing state lines for shelter is problematic for many homeless persons because assistance is usually tied to state of residence. Mission Texarkana (formerly Texarkana Friendship Center) provides services to the needy & homeless in downtown Texarkana. They are a non-profit care

provider rendering life sustaining assistance to the indigent & job training/placement for able bodied clients without regard to religious preference, political affiliation, sex, race, handicap or other classification. They feed an average of 300 people a day as well & provide groceries for over 20 families daily. Additionally, MT provides Rapid Rehousing to more than forty formerly homeless families through Continuum of Care grant as a partner to the City. Special Health Services of Texas provides some support for HIV/AIDS patients in the region. Community Health Core plans to provide supportive housing & permanent supportive housing to homeless veterans & their families as well as supportive housing for MHMR clientele. Additionally, the city has partnered with homeless services providers for Emergency Solutions Grant funds & works closely with the THN to ensure Texarkana will one day end homelessness.

CDBG funding was used to meet outcomes associated with the Program Year 2018 Action Plan. Specifically, the City focused on providing support through Public Services to non-profits associated with the Homeless Coalition, its partnership with the Texas Homeless Network and Texas Balance of State Continuum of Care. The City worked closely with Randy Sams Outreach Shelter and the Texarkana Friendship Center by administering the Continuum of Care Grant. The City made payments directly to the non-profit providers of Rapid Rehousing and Case Management services.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addictions, persons with HIV/AIDS & their families, public housing residents, & victims of domestic violence present a range of complex problems that put them at greater risk of severe income limitations & homelessness. These populations have a much more difficult time finding, securing, & maintaining adequate housing & necessary social services. The city serves as the fiscal agent for a CoC - Rapid Re-Housing grant administered through RSOC & MT. These agencies provided rapid housing &/or case management to approximately 148 individuals, including 29 children under the CoC grant. Of these participants, one head-of-household is a veteran & ten have physical or developmental disabilities. The program moved from a Transitional Housing model to a Rapid Rehousing model as of March 1, 2015. In both cases, the program meets the needs of these residents by providing case management, counseling, life skills training, & assistance for job seekers. The program assists these persons & families learn self-sufficiency. These formerly homeless persons transition gradually to paying their own rents. They are considered permanently housed at the point that they are paying their own way. CDBG funding was used to meet outcomes associated with the Program Year 2018 Action Plan. Specifically, the City focused on assisting three (3) non-profits under Public Services. The City worked closely with RSOS, Texarkana Homeless Coalition Vista program and Amachi Vision Corps to provide services such as life skills, job training and youth programs that are designed to improve the lives of homeless persons & provide help in gaining

self sufficiency.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The primary goal for serving special needs populations is to assist public & nonprofit agencies in expanding & enhancing their provision of housing & services to the elderly, disabled & dually/multiply diagnosed, persons with HIV/AIDS, victims of domestic violence, & persons with addictions. The city recognizes services required by special-needs populations often overlap the housing needs & supportive services for the homeless as identified & addressed throughout the Consolidated Plan. CDBG funding was used to meet outcomes associated with the Program Year 2018 Action Plan. Specifically, the city focused on assisting three (3) non-profits under Public Services: RSOS, THC Vista program & Amachi Vision Corps to provide services such as life skills, job training & youth programs that are designed to improve the lives of homeless persons & provide help in gaining self sufficiency. The City made payments directly to the non-profit providers of Public Services. Future Action Plans will also incorporate the use of CDBG funding to meet goals & objectives related to ending homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Texarkana & the Housing Authority of Texarkana (HATT) have made significant, meaningful strides toward ensuring that extremely-low, low-, and moderate-income citizens have access to safe, affordable housing. While these gains are meaningful, the city's goals have not been fully realized.

Public Housing currently has less than a 2% vacancy rate & maintains a Section 8 waiting list in excess of 800 families at any given time. Clearly, there is more work to be done to provide affordable housing in Texarkana. The city continues to assist the PHA in the acquisition of lots, demolition & clearance. Subsidized housing on the existing PHA site & the surrounding community is a part of the replacement housing. The Rosehill area continues to be a priority for the City, though the emphasis has shifted to the Beverly Area where the homes are primarily owner occupied or rentals & not public housing units.

Program Administration funds include time spent working with HATT to ensure quality public housing exists in Texarkana.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

HATT's community centers, an active communications program, & frequent, positive resident engagement encourages residents to seek out & use services offered & participate in the management of public housing in Texarkana. HATT transitioned to a referral-based system ensuring that public housing residents have access to services provided by federal, state, local, &/or non-profit agencies, including educational resources like GED preparation & computer skills training through the Literacy Council, vocational & job training programs offered through Workforce Solutions, Texarkana Community College, & Texas A&M Texarkana, financial management skills training, child care, & other relevant support services. These programs help to connect residents to information that can help them to obtain better paying jobs & greater financial literacy. By buying down some of the mortgages of homes built with Hope VI funds, & providing information on home purchasing options to residents, HATT can improve home ownership rates in some of the poorest neighborhoods of the city. Staff continues to work closely with HATT to improve resident engagement & homeownership. Additionally, the city continues to educate lenders & HATT personnel on the availability of First Time Home Buyer Down Payment Assistance through the CDBG program. CDBG funding was used to meet outcomes associated with the Program Year 2018 Action Plan in Public Housing as Administrative planning funds. Future Action Plans may incorporate the use of CDBG funding to meet goals and objectives related support of Public Housing.

Actions taken to provide assistance to troubled PHAs

HATT is an exemplary public housing authority & is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

An analysis of factors that affect the cost, production or maintenance of housing affordable to extremely low-, & LMI families has aided the city in developing programs that reduce the adverse effects of these constraints. Policies concerning the public welfare, building codes & subdivision standards are required by law for the protection & general welfare of the community & are routinely reviewed. Development impact fees are recovered from the developer to assure that the public costs of new developments are paid by that development. While recognizing the needs to adjust public policies to adapt to changing conditions, the city will continue to review policies periodically to determine whether they have become excessive or represent an unnecessary constraint on the development or maintenance of affordable housing. Race & poverty concentrations can be barriers to affordable housing, so city will continue to develop new strategies to ameliorate these types of barriers. The city is implementing the following strategies to address them:

- Substantial down payments required to purchase new/existing homes—First time home buyer assistance program, lender education, work with Coalition partners on financial education classes; provide educational materials at community events
- Availability of credit to LMI persons w/credit problems—lender education, work with Coalition partners on financial education classes, provide educational materials at community events
- Availability of decent affordable single-family units/affordable rental properties—work with developers to redevelop troubled neighborhoods, actively marketing properties that would expand the stock of affordable single-family homes & rental properties

CDBG funds have been administered by the Planning & Community Development Department (PCD). In order to more effectively administer this program, several departments whose jurisdictions & expertise lend themselves to a more robust program were reorganized/combined. The PCD now incorporates planning, zoning, economic development, grants management & community development.

Consideration of affordable housing barriers such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees & charges, growth limitations, & policies affecting affordable housing is integral to the city's efforts to improve the livability of the city. The city considers the impacts of any changes of the above when projects are brought to the City Council for consideration. Each issue is evaluated by professional staff, applicable commissions, & no less than two briefings on every item occur before the Council votes on any issue. The city developed a new Ten-Year Comprehensive Plan that will guide the city's policies, taxes, fees, & codes for the next ten years. Any plan passed by the Council will address barriers to affordable housing. As part of that effort, the city will conduct a new Analysis of Impediments to Fair Housing.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The most significant actions Texarkana has taken to address obstacles to meeting underserved needs has been to reach out & engage residents, renters, & owners of businesses in Texarkana, especially those in the Downtown, Rosehill and Beverly Target areas & continue working closely with the Homeless Coalition.

Having a significant staff presence in troubled communities, working side-by-side to improve the livability of neighborhoods, residents, business owners & social service agency personnel continues to provide City staff with the background understanding of unfiltered real needs and desires of community members.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The city emphasizes lead-based paint (LBP) counseling & awareness in all of its programs. The city informs interested persons of home buyers assistance & housing rehabilitation of lead paint hazards as well as identifying & abating lead-based paint hazards during the housing rehabilitation process. When lead-based paint is identified, the appropriate lead hazard control methods are incorporated into the rehabilitation project. The city has integrated lead hazard education, evaluation, & reduction activities into its existing housing programs. The City also maintains a continued focus on the hazards of lead-based paint & the need for lead-based paint testing of potential rehabilitation projects. City has continued to work with public service agencies caring for or providing services to children to reduce lead-based hazards in the community. Based on 2010 information from the Tx DSHS, 25 out of 1,123 Texarkana children under the age of 6 years tested for elevated blood lead levels were found to have elevated levels at 10mcg/dl or greater.

The following strategies related to the City's CDBG program are ongoing:

- Provide public information & education regarding lead based paint via city's website, publications & presentations
- Integration of lead hazard evaluation & reduction activities into any activities that would disturb the ground in potentially lead contaminated areas
- Provide training & certification opportunities for staff to manage lead-based paint impacted projects
- Collaboration with EPA Brownfields Region 6 Office to maintain current information for all staff involved in CDBG &/or housing projects

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Texarkana has taken direct action to help reduce poverty in the city. Key actions include:

- Identification of 2 Target Area in Qualified Census Tracts – Downtown & Beverly
- Emphasis on economic development in downtown & Beverly. 3 loans have been made through the RLF program during the current Con Plan period
- Economic development services are now under PCD, ensuring seamless efforts between redevelopment, community development, & economic development
- Networking: HATT, Workforce Development, local banks & the Homeless Coalition to identify local service providers that offer education, job training services, material services, child care services, transportation & other services, the absence of which could prevent poverty level families from securing & keeping steady employment
- Collaboration: members of the THC, MT, local banks, ATCOG & RSOS - resulted in a robust program addressing root causes of poverty. These classes include domestic relationships, self-esteem, parenting, education classes (ESL & GED classes), & job search classes & support, including job referral service, a computer lab, resume service, & job interview preparation

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The city coordinates & administers CDBG programs, projects & activities including housing, homelessness prevention, & non-housing community development through its PCD department. PCD manages an average of 3 million dollars per year in federal state & local funds. The City has reorganized this department to incorporate the city's economic development, planning, zoning, & sustainability functions. In order to more effectively manage these functions & strengthen institutional structure, the city hired a new departmental director, new city planner & planner II, brought zoning into the department & instituted new grants management procedures for grants tracking & reporting. Current staff continue to obtain training through HUD's CPD office & new staff will also receive training.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The PCD department acts as a liaison with other city departments, community groups, public institutions, non-profit organizations & private industry to share information, identify resources & opportunities & coordinate activities to the greatest extent possible. Staff is represented in the local CoC actively participates on the Homeless Coalition & provides capacity building to at least two agencies on the Coalition.

Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)

The City identified the following strategies to overcome any obstacles impediments to affordable housing & is implementing subsequent strategies to address possible barriers:

- Substantial down payments required to purchase new/ existing homes—First time home buyer assistance program, lender education, work with Coalition partners on financial education classes; provide educational materials at community events;
- Availability of credit to LMI persons with credit problems—lender education, work with Coalition partners on financial education classes, provide educational materials at community events;
- Availability of decent affordable single-family units & affordable rental properties—work with developers to redevelop troubled neighborhoods, actively marketing properties that would expand the stock of decent affordable single-family homes & rental properties.

Funds are administered by the PCD department which incorporates planning, zoning, economic development, grants management & community development. The city developed a new Ten-Year Comprehensive Plan this year that will guide the City's policies, taxes, fees, & codes for the next ten years. Any plan passed by the City Council will address barriers to affordable housing. The city conducted a new Analysis of Impediments to Fair Housing during the creation of the 2018-2022 Consolidated Plan. The City will continue to:

- Maintain flexibility in zoning & building requirements when appropriate to allow for infill housing development & to provide technical assistance to developers of affordable housing;
- Display posters in city office buildings & provide information on website;
- Monitor city-sponsored projects for equal access & compliance of the Fair Housing Act & Building Department officials monitor code compliance to Fair Housing standards;
- Hold periodic Public Hearings providing information & requesting public comment on fair housing or related issues;
- Provide homebuyer & homeowner education, including fair housing information;
- Conduct outreach efforts to for-profit & non-profit builders & developers through funding & technical assistance to increase the supply of decent, affordable housing within low to moderate income neighborhoods;
- Meet with local lenders & home builders to encourage the use of non-traditional client loan-qualifying & loan products to better serve the needs of homebuyer households with challenges that preclude conventional qualification;
- Conduct public outreach regarding availability of housing & housing assistance including translation of housing application materials into Spanish, & maintains bi-lingual staff in order to assist applicants and clients who are not English-proficient;
- Support local Continuum of Care efforts for homeless populations; Work with local agencies that provide financial case management & credit counseling;
- Research the possibility of adopting a Fair Housing ordinance to ensure that fair housing options are available to its citizens.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Texarkana continuously monitors programs & activities to ensure compliance with City/State/Federal regulations & policies. Monitoring focuses on the following areas:

Financial: PCD & Finance staff work closely to ensure that funds drawn down are used for authorized activities on approved projects. Activities agreements, expense documentation, & approvals must be in place for funds to be expended. The City ensures a system of checks & balances & that staff requesting payments of funds are not authorized to approve them. The City is also subject to an annual single audit, conducted by an independent accounting firm.

Environmental: All projects & individual activities are subject to a review of environmental impacts prior to funding approval. Remediation of impacts is implemented where required & projects unable to meet environmental requirements are abandoned or alternative locations or solutions are sought.

Programmatic: Results &/or impacts are expected of all projects. Staff is charged with monitoring progress toward program goals on a regular basis. Accomplishments & outcome data is entered into IDIS by staff. Ability to reimburse funds is tied directly to reporting of accomplishments.

Sub-Recipient Monitoring: The City currently has no sub-recipients for the CDBG program.

Labor Standards: The City of Texarkana monitors labor standards for all CDBG funded projects. Labor requirements are included in all bid documents & discussed again during the required pre-construction conference. Contractor payments are not processed until all required forms are submitted & verified to be accurate and correct.

Minority Business Outreach: Purchasing standards are closely monitored to maximize the number of minority & women owned businesses utilized. The City uses the State of Texas Purchasing System when local minority & women owned businesses are not available.

Citizen Participation Plan 91.105(d); 91.115(d)**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City gave notice that the Draft of the PY2018 Caper would be available for public review & comment at:

Texarkana, Texas City Hall
 Department Planning & Community Development
 220 Texas Boulevard
 Texarkana, Texas 75501

during the comment period of November 11 - 25, 2019 during regular business hours. The Draft Caper was also available on the Texarkana, Texas website (www.ci.texarkana.tx.us) for the duration of the comment period. Public meetings were conducted in accordance with the Texas Open Meetings Law (V.T.C.A. Government Code 551) & in accordance with the Americans with Disabilities Act 42 USC 12101 (1991). The facility is wheelchair accessible & handicap parking is available. Requests for sign interpretive services are available upon request, which must be received at least 48 hours prior to the meeting. Spanish translation was available. Citizen comments are included as an attachment to this document.

No comments were received during the comment period & no comments were made at the Public Hearing November 25th City Council Meeting. Attached are the minutes for that meeting.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The most significant changes that have occurred in Texarkana's program objectives have been the exclusion of Non-CDBG Funded projects & activities from the Five Year Consolidated Plan & Annual Action Plan. Moving from city led to volunteer-driven neighborhood association clean-up projects staff at the city have been able to forge stronger relationships that will prove invaluable as the City continues to work at transforming Beverly from a Target Area to a desirable neighborhood. The short term impact of excluding Non-CDBG funds on the CAPER is the creation of perception that the program is not meeting its targets & goals. In the past, the City has included outcomes associated with projects funded with Non-CDBG funding sources like TDHCA to meet Housing goal indicators. For example, the City included four Housing Rehabilitation projects in the Consolidated Plan funded through TDHCA & administered through City staff. Those funds are now not available & the City has been directed to remove those programs from the City's expected outcomes. However, even though these no longer exist as projects in HUD's database system (called IDIS – the Integrated Disbursement & Information System) due to the way IDIS archives projects associated with these plans, the expected outcomes still appear in this report. Another important change to the City's planning is that the City was able to partner with the TxDot to provide needed ADA improvements to sidewalks & curbs for its downtown infrastructure projects, allowing the City to leverage these CDBG dollars.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Notice of Public Comment

The City of Texarkana, Texas hereby gives notice that the DRAFT of the Community Development Block Grant 2018 Program Year *Consolidated Annual Performance Evaluation Report (CAPER)* will be available for public review/comment. The Department of HUD requires all recipients of CDBG funds to submit an annual report. All interested persons or groups are encouraged to review the DRAFT CAPER & formally present their comments for inclusion in this report.

The CAPER DRAFT can be reviewed during the 15 Day Public Comment Period at the following location during regular business hours between November 11 & November 25, 2019:

Texarkana, Texas City Hall
220 Texas Boulevard
Texarkana, Texas 75501

The DRAFT CAPER is also available on the Texarkana, Texas website (www.ci.texarkana.tx.us).

The City will hold a City Council Meeting on November 12, 2019 & Public Hearing for the CAPER will occur on November 25, 2019. Citizens are asked to present their comments at this Public Hearing or to submit written comments to the City by 5:00 p.m. November 25, 2019.

These meetings are conducted in accordance with the Texas Open Meetings Law (V.T.C.A. Government Code 551) & in accordance with the Americans with Disabilities Act 42 USC 12101 (1991). The facility is wheelchair accessible & handicap parking is available. Requests for sign interpretive services are available upon request, which must be received at least 48 hours prior to the meeting.



CITY OF

TEXARKANA
TEXAS

CDBG CAPER Report

2019-108 ATTH 02

Attachment: 2019-108 ATTH 02 Council PresentationX CAPER 11.12.19 (2183 : 2019-108 RES

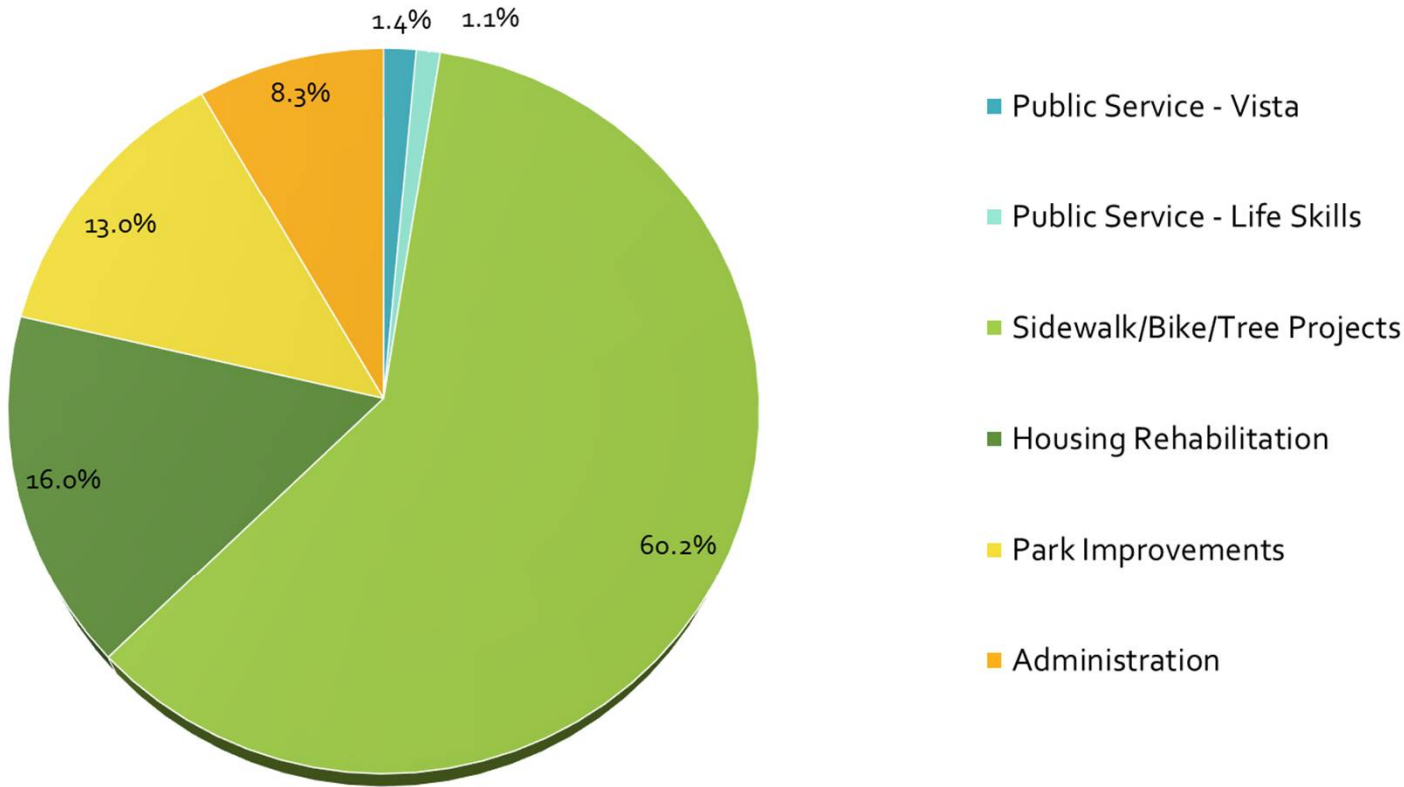
CDBG CAPER Report

- The annual report includes expenditures and accomplishments for the 2018 Community Development Block Grant (CDBG) Action Plan (October 1, 2018 -- September 30, 2019)
- Public Comment Period (November 12th - 25th, 2019)
- Public Hearing on Monday, November 25th



2019-108 ATTH 02

Community Development Block Grant Activities



HUD requires Entitlement Communities receiving CDBG funds to spend at least seventy percent of program expenditures on activities that benefit low- and moderate-income persons. One hundred percent of Texarkana's program expenditures benefitted low- and moderate-income persons. Four percent of total expenditures went toward administration of the program.

Project/Activity	Status	Percent	Funded	Drawn
Public Service - Vista	Completed	1.4%	\$6,125.00	\$5,025.00
Public Service – RSOS Life Skills	Completed	1.1%	\$15,174.00	\$3,698.00
Sidewalk Projects	Completed	60.2%	\$210,331.00	\$210,331.00
Housing Rehabilitation	Completed	16.0%	\$55,765.00	\$55,765.00
Park Improvements – Kidtopia	Completed	13.0%	\$45,527.00	\$45,527.00
Administration	Completed	8.3%	\$65,006.00	\$29,059.00
TOTAL		100%	\$397,928.00	\$349,405.00



2019-108 ATTH 02

HOUSING REHABILITATION PROGRAM



City provided housing rehabilitation program to four (4) LMI households this year.



Rehab items included:

- Roof
- Foundation Issues/Cracked walls
- Windows
- Exterior Siding/Painting
- Electrical/Plumbing Issues
- Stove/Oven/Vent Hood
- Cabinets/Counters
- Water Heater
- Floors
- Central Heat & Air System
- ADA Accessibility

2019-108 ATTH 02



HOUSING REHABILITATION ACTIVITIES

BEFORE



AFTER



2019-108 ATTH 02

Sidewalk Activities



2019-108 ATTH 02



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: