

City of Wichita Falls City Council Agenda



Stephen Santellana, Mayor
Bobby Whiteley, Mayor Pro Tem/At Large
Michael Smith, District 1
Larry Nelson, District 2
Jeff Browning, District 3
Tim Brewer, District 4
Steve Jackson, District 5



Darron Leiker, City Manager
Kinley Heggland, City Attorney
Marie Balthrop, City Clerk

Notice Of Regular Meeting Of The Mayor And City Council Of The City Of Wichita Falls, Texas, To Be Held In The City Council Chambers, Memorial Auditorium, 1300 Seventh Street, Tuesday, February 15, 2022, Beginning At 8:30 A.M.

This meeting can be accessed and viewed at the following locations:

- 1. The video may be livestreamed on the City's YouTube page (<https://www.youtube.com/cityofwf>)**
- 2. A livestream will be shown on the Spectrum/Time Warner Cable Channel 1300**
- 3. A livestream will be shown on the City's Facebook page (City of Wichita Falls, Texas Government) (<https://www.facebook.com/CityofWF>)**
- 4. A video of the meeting will be posted on the City's YouTube page (<https://www.youtube.com/cityofwf>)**

Item

1. Call to Order
2. (a) Invocation: Pastor Kile Bateman
Evangel Temple
(b) Pledge of Allegiance

CONSENT AGENDA

3. Approval of minutes of the February 1, 2022, Regular Meeting of the Mayor and City Council.

4. Resolutions
 - (a) Resolution authorizing the City Manager to award bid and contract for the 2022 Seal Coat Project to Freeman Paving, L.L.C. in the amount of \$324,697.90
 - (b) Resolution re-appointing Paul Wylie and Tammy Martinez to the Nortex Housing Finance Corporation Board of Directors
5. Receive Minutes
 - (a) Fire Fighters and Police Officers' Civil Service Commission, July 26, 2021
 - (b) Wichita Falls Metropolitan Planning Organization Technical Advisory Committee, October 7, 2021
 - (c) Wichita Falls Metropolitan Planning Organization Transportation Policy Committee, October 28, 2021
 - (d) Wichita Falls Park Board, December 9, 2021
 - (e) Lake Wichita Revitalization Committee, January 11, 2022

REGULAR AGENDA

6. Ordinances
 - (a) Ordinance making an appropriation to the Special Revenue Fund for the Women, Infants, and Children (WIC) Grant Program in the amount of \$207,651 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same
 - (b) Ordinance amending Chapter 94, Article I, Section 94-15 to allow for the permitting and operation of Personal Mobility Devices with the Central Business District
 - (c) Ordinance replacing Ordinance No. 49-2021 as amended, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date
7. Resolutions
 - (a) Consider and take action on Resolutions to consider economic benefits and support for one or more proposed affordable housing tax credit projects:
 - i. Pioneer Crossing at 3110 Central Freeway
 - ii. Center Park Gardens at 500 Scott Avenue
 - iii. Wichita Falls Lofts at 3104 Seymour Road
 - (b) Resolution authorizing the City Manager to award bid and contract for the 2022 Asphalt Rehabilitation Project to Freeman Paving, L.L.C. in the amount of \$1,334,392.50

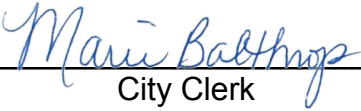
- (c) Resolution authorizing a guaranteed maximum price of \$787,901 in the Design-Build contract with Trinity Hughes Construction for work associated with construction of the Kickapoo Downtown Airport Hangar Project
- 8. Other Council Matters
 - (a) Announcements concerning items of community interest from members of the City Council. No action will be taken or discussed.
- 9. Comments from the public to members of the city council concerning items that are not on the city council agenda. People wishing to address the council should sign up prior to the start of the meeting. A three-minute time frame will be adhered to for those addressing their concerns. Since comments from citizens are not posted agenda items, the City Council is prohibited from deliberating or taking any action, other than a proposal to place the item on a future agenda. Staff may provide factual statements in response to inquiries or recite existing policy.
- 10. Executive Sessions
 - (a) Executive Session in accordance with Texas Government Code §551.087, to discuss or deliberate the offer of a financial or other incentive, including modification to an existing agreement, for a business prospect that the City Council seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the City and/or economic development corporations created by the City are conducting economic development negotiations.
- 11. Adjourn

Spanish language interpreters, deaf interpreters, Braille copies or any other special needs will be provided to any person requesting a special service with at least 24 hours' notice. Please call the City Clerk's Office at 761-7409.

Every item on this agenda shall be considered a public hearing. Regardless of the agenda heading under which any item is listed, any word or phrase of any item listed on this agenda shall be considered a subject for consideration for purposes of the Texas Open Meetings Act and other relevant law, and City Council may deliberate and vote upon any such subject and resolutions related thereto. Resolutions, ordinances, and other actions concerning any word, phrase, or other subject may be voted upon, regardless of any language of limitation found in this agenda or any document referring to such action. Any penal ordinance, development regulation or charter provision of the City of Wichita Falls or item which is funded by the current or next proposed City of Wichita Falls budget, including, without limitation, any street, water pipe, sewer, drainage structure, department, employee, contract or real property interest of the City of Wichita Falls, may be discussed and deliberated, and the subject is hereby defined as such without further notice. Any item on this agenda may be discussed in executive session if authorized by Texas law regardless of whether any item is listed under "Executive Sessions" of this agenda, regardless of any past or current practice of the City Council. Executive sessions described generally hereunder may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice. Executive sessions described generally hereunder are closed meetings, may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice, and may include items under Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.084, and/or 551.087.

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at Memorial Auditorium, Wichita Falls, Texas on the 9th day of February, 2022 at 5:00 o'clock p.m.



City Clerk



City of Wichita Falls
City Council Meeting
Minutes
February 1, 2022



Item 1 - Call to Order

The City Council of the City of Wichita Falls, Texas met in regular session at 8:30 a.m. on the above date in the Council Chambers at Memorial Auditorium with the following members present.

Stephen Santellana	-	Mayor
Bobby Whiteley	-	Mayor Pro Tem/At-Large
Tim Brewer	-	Councilors
Jeff Browning	-	
Steve Jackson	-	
Larry Nelson	-	
Michael Smith	-	
Darron Leiker	-	City Manager
Kinley Heggland	-	City Attorney
Marie Balthrop	-	City Clerk

Mayor Santellana called the meeting to order at 8:30 a.m.

Item 2a – Invocation

Pastor Bob McCartney, First Baptist Church, gave the invocation.

Item 2b – Pledge of Allegiance

Mayor Santellana led the Pledge of Allegiance.

Item 3a – Employee of the Month – Melvin Phillips, Public Works/Utilities

8:32 a.m.

Russell Schreiber, Director of Public Works, recognized Melvin Phillips as the Employee of the Month for February 2022. Mayor Santellana congratulated Mr. Phillips and presented him with a plaque, letter of appreciation, restaurant voucher, and check, and thanked him for his service.

- - - - -

Mayor Santellana moved to item 3c

Item 3c – Proclamation – Youth Leadership Wichita Falls Day of Recognition, Leadership Wichita Falls

8:37 a.m.

Mayor Santellana read a proclamation proclaiming February 1, 2022, as Youth Leadership Wichita Falls Recognition Day in Wichita Falls and asked all citizens to congratulate the Youth Leadership class and to continue to encourage our youth to keep striving for excellence.

- - - - -

Mayor Santellana returned to item 3b

Item 3b – Proclamation – African American History Month, Wichita Falls Alliance for Arts and Culture

8:41 a.m.

Mayor Santellana read a proclamation proclaiming February 2022 as African American History Month in Wichita Falls and urged all citizens to celebrate our diverse heritage and cultures, and continue efforts to create a world that is more just, peaceful, and prosperous for all.

- - - - -

Item 4-6 – Consent Items

8:43 a.m.

Darron Leiker, City Manager, gave a briefing on the items listed under the Consent Agenda.

Moved by Councilor Browning to approve the consent agenda.

Motion seconded by Councilor Smith and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

Item 4 – Approval of minutes of the January 18, 2022, Regular Meeting of the Mayor and City Council

Item 5 – Resolution 06-2022

Resolution authorizing award of bid for the purchase of roll-out refuse and yard waste carts from Rehrig Pacific Company in the amount of \$89,655.00

Item 6 – Receive Minutes

- (a) Wichita Falls Type B Sales Tax Corporation, November 4, 2021
- (b) Wichita Falls-Wichita County Public Health Board, November 12, 2021
- (c) Wichita Falls Economic Development Corporation, November 18, 2021
- (d) Planning & Zoning Commission, December 8, 2021
- (e) Landmark Commission, December 13, 2021

- - - - -

Item 7a – Resolution 07-2022

8:44 a.m.

Resolution authorizing the City of Wichita Falls' continued participation with the Atmos Cities Steering Committee and authorizing the payment of five cents per capita to the Atmos Cities Steering Committee to fund regulatory and related activities related to Atmos Energy Corporation.

Moved by Councilor Brewer to approve Resolution 07-2022.

Motion seconded by Councilor Browning and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

- - - - -

Item 7b – Resolution 08-2022

8:46 a.m.

Resolution declaring the City owned property located at 3920 Lawrence Rd. also known as Lot 3, Block 214-A, Highland Addition, Wichita Falls, Wichita County, Texas as excess real property and authorizing permission to advertise the property to be offered for sale at sealed bid.

Moved by Councilor Browning to approve Resolution 08-2022

Motion seconded by Councilor Smith.

Paul Menzies, Assistant City Manager, discussed the proposed deed restrictions and access to the property. Proposed restrictions would require a sales tax generating business, signage restrictions, prohibited uses, building construction requirements, and driveway access limitations.

Mayor Santellana tabled this item at 8:58 a.m. to be considered in Executive Session later in the meeting.

- - - - -

Item 7c – Resolution 09-2022

8:59 a.m.

Resolution authorizing the City Manager to make application for a non-matching grant from the Office of the Governor, Public Safety Office, Homeland Security Grants Division in the amount of \$73,839.00.

Moved by Councilor Brewer to approve Resolution 09-2022

Motion seconded by Councilor Browning and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

- - - - -

Item 7d – Resolution 10-2022

9:00 a.m.

Resolution authorizing the submittal of a grant application and designation of Authorized Official to the State Homeland Security Grant Program via the Office of the Governor for Position Specific Training.

Moved by Councilor Browning to approve Resolution 10-2022

Motion seconded by Councilor Jackson and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

- - - - -

Item 7e – Resolution 11-2022

9:01 a.m.

Resolution authorizing the City Manager, or his designee, to make application to FEMA for the FY 2021 Staffing for Adequate Fire and Emergency Response (SAFER) in the amount of \$1,252,933.80 to allow for the hiring of up to 6 new firefighters. Successful applicants are not required to provide any match.

Moved by Councilor Brewer to approve Resolution 11-2022

Motion seconded by Councilor Smith.

Ken Prillaman, Fire Chief, discussed the grant application that would provide for additional staff that have not yet been approved, and stated that the grant is highly competitive. If awarded, the grant would pay 100% of salary and benefits with no City match and no requirement to keep staff after the three year grant period. There was brief discussion regarding the amount of overtime, costs of overtime, and minimum staffing requirements. Mr. Leiker discussed Fire Department minimum staffing requirements, and how the grant would allow the City to analyze the costs of overtime versus additional staffing.

Al Vitola, 5403 Blazing Star, addressed the Council and thanked Mr. Leiker and Chief Prillaman for opening the discussion regarding staffing. He stated that the Fire Department would like to see discussions regarding increased minimum staffing requirements.

Motion carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

- - - - -

Item 7f – Resolution 12-2022

9:19 a.m.

Resolution authorizing the City Manager to execute all documents necessary to renew the contract for Innoculate software management services from Luminare Inc. in the amount of \$100,000.

Moved by Councilor Brewer to approve Resolution 12-2022

Motion seconded by Councilor Smith.

Lou Kreidler, Director of Health, discussed the benefits of the software and noted that the 29 month contract will be grant funded.

Motion carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

- - - - -

Item 7g – Resolution 13-2022

9:21 a.m.

Resolution authorizing the execution of a Memorandum of Agreement between the City of Wichita Falls and Robert McBroom MD, FACP for the Provision of Medical Services to the Wichita Falls-Wichita County Public Health District.

Moved by Councilor Brewer to approve Resolution 13-2022

Motion seconded by Councilor Browning and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Nelson, Smith, and Whiteley

Nays: Councilor Jackson

- - - - -

Item 7h – Resolution 14-2022

9:23 a.m.

Resolution authorizing the Mayor to execute an Interlocal Agreement with the Wichita Falls Economic Development Corporation for reimbursement of water and sewer improvements serving the Wichita Falls Business Park.

Moved by Councilor Browning to approve Resolution 14-2022

CITY COUNCIL MINUTES
February 1, 2022
PAGE 6 OF 9

Motion seconded by Councilor Smith and carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Nelson, Smith, and Whiteley

Nays: Councilor Jackson

- - - - -

Item 8a – Staff Report – Downtown Scooter Proposal – Terry Floyd

9:24 a.m.

Terry Floyd, Director of Development Services, gave a presentation regarding the proposed Personal Mobility Device Ordinance which will provide parameters for the operation of scooters in City right-of-way in specific areas of the City. Council will consider this ordinance, and an amendment to the Fee Ordinance at the February 15, 2022, City Council Meeting. There was brief discussion regarding liability, insurance requirements, and safety issues.

- - - - -

Item 8b – Announcements concerning items of community interest from members of the City Council. No action will be taken or discussed.

9:38 a.m.

Councilor Jackson thanked the Youth Leadership members for stepping up and being the future of Wichita Falls.

Councilor Brewer asked Lou Kreidler to provide an update on COVID. Mrs. Kreidler stated that the weekend numbers were lower, and it appears we are beginning to see a decrease in the number of cases. She discussed statistics from the month of January, which included a record number of cases, and discussed the super Omicron variant that has been discovered that could possibly cause an increase in cases.

Councilor Smith discussed the upcoming winter storm and preparations being made, and discussed the Public Information Office press release that explains ways citizens can prevent pipes from freezing.

Councilor Browning reminded and encouraged citizens to reach out to their City Councilor or any city representative to get information regarding items of concern they may have.

Councilor Whiteley thanked the members of Youth Leadership Wichita Falls for being involved. He gave kudos to staff for putting together grant applications, and stated he is excited we are participating in the SAFER grant this year. He gave a shout out to public safety and their services with the winter weather predicted.

Councilor Nelson thanked the members of Youth Leadership Wichita Falls for attending. He stated that part of his platform is awareness and he expressed concerns about citizens not knowing what races are on the upcoming primary election, and encouraged citizens to be aware and educate themselves. Councilor Nelson stated that he has staff that have applied to be Deputy Voter Registrars to assist with voter registration, and expressed concerns with low voter participation.

Councilor Jackson also encouraged citizens to be aware of the weather situation and encouraged citizens to reach out if they need propane for heat.

Mayor Santellana encouraged everyone to be mindful of the weather, and thanked the Public Information Office for the information they have provided. He had the privilege of attending the MSU 100 year anniversary and presented a Proclamation. This was a significant event and MSU will continue to celebrate throughout the year. Mayor Santellana agreed with Councilor Browning and encouraged citizens to reach out to Council or staff for information, and he thanked the members of Youth Leadership for attending and participating in the program.

- - - - -

Item 9 – Comments from the Public to Members of the City Council Concerning Items That Are Not on the City Council Agenda

9:51: a.m.

There were no comments from citizens.

- - - - -

Item 10 – Executive Sessions

9:51 a.m.

City Council adjourned into Executive Session at 9:51 a.m. in accordance with Texas Government Code §551.087 and §551.072.

City Council reconvened at 10:07 a.m.

Mayor Santellana reconvened in open session and announced that no votes or polls were taken.

Mayor Santellana returned to the item 7b and the motion on the table to approve this item. Motion carried by the following vote:

Ayes: Mayor Santellana, Councilors Brewer, Browning, Jackson, Nelson, Smith, and Whiteley

Nays: None

Item 11 –Adjourn

Mayor Santellana adjourned the meeting at 10:08 a.m.

PASSED AND APPROVED this 15th day of February 2022.

Stephen Santellana, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution authorizing the City Manager to award bid and contract for the 2022 Seal Coat Project to Freeman Paving, L.L.C. in the amount of \$324,697.90.

INITIATING DEPT: Public Works

STRATEGIC GOAL: Provide Quality Infrastructure

STRATEGIC OBJECTIVE: n/a

COMMENTARY: On February 1, 2022, bids were opened for the 2022 Seal Coat Project. This project is generally described as the application of a seal coat surface treatment to various City streets, and associated work. The Engineer's estimate for this project is \$325,000.00.

The bids received for this project are as follows:

<u>COMPANY</u>	<u>AMOUNT</u>
Freeman Paving, LLC – Vernon, TX	\$324,697.90
Blacksmith Ventures, LLC – Jacksboro, TX	\$383,516.68

Construction of this project should require approximately 90 consecutive days to complete.

Freeman Paving, LLC has successfully completed similar projects for the City and staff recommends award of the contract to Freeman Paving, LLC in the amount of \$324,697.90, based on unit price quantities. Funding for this project will come from the Street Rehab budget.

☒ **Director, Public Works**

ASSOCIATED INFORMATION: Resolution , Bid Tab, Location Map

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to award bid and contract for the 2022 Seal Coat Project to Freeman Paving, L.L.C. in the amount of \$324,697.90

WHEREAS, the City of Wichita Falls has advertised for bids for the 2022 Seal Coat Project; and,

WHEREAS, it is found that the lowest responsible bidder is Freeman Paving, LLC who made a unit price bid with an estimated total of \$324,697.90.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The unit price bid for the 2022 Seal Coat Project is awarded to Freeman Paving, L.L.C. in an estimated total amount of \$324,697.90, and the City Manager is authorized to execute a contract for the City with said Contractor for the construction of such project.

PASSED AND APPROVED this the 15th day of February, 2022.

MAYOR

ATTEST:

City Clerk

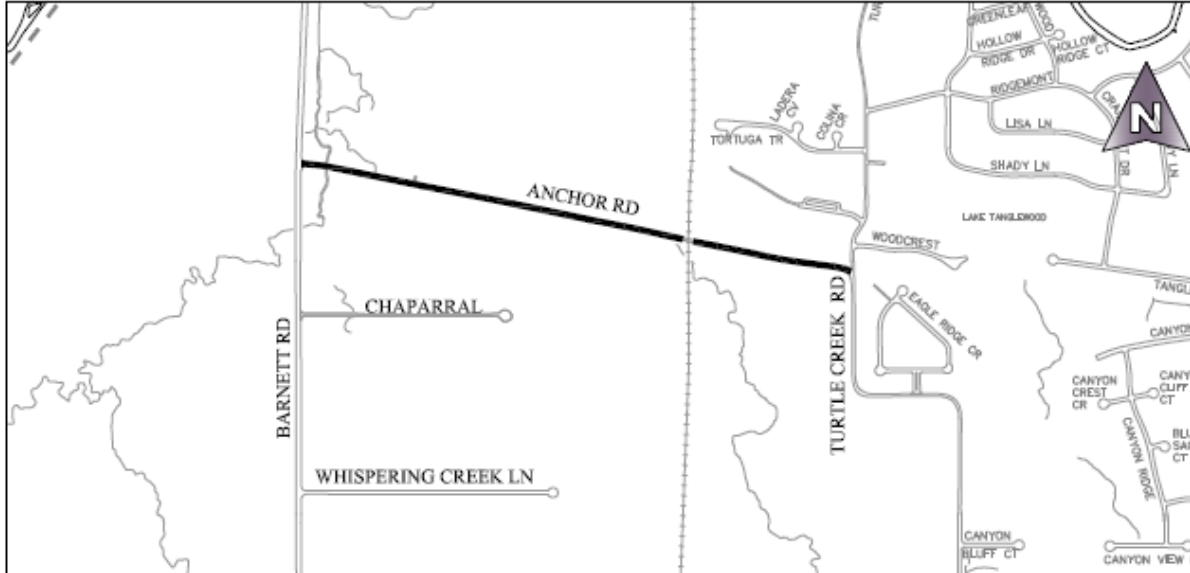
2022 Seal Coat Project
CWF22-100-03
Bid Date: February 1, 2022

BASE BID ** ORDER OF BIDS FROM LOWEST TO HIGHEST **				Freeman Paving, LLC Vernon, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
404.4-SC	SEAL COAT (SINGLE COURSE)	SY	31,244	\$2.85	\$89,045.40	\$4.22	\$131,849.68
404.4-DC	SEAL COAT (DOUBLE COURSE)	SY	33,430	\$6.75	\$225,652.50	\$6.90	\$230,867.00
801	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$21,000.00	\$21,000.00
				Total Base Bid	\$324,697.90	Total Base Bid	\$383,516.68

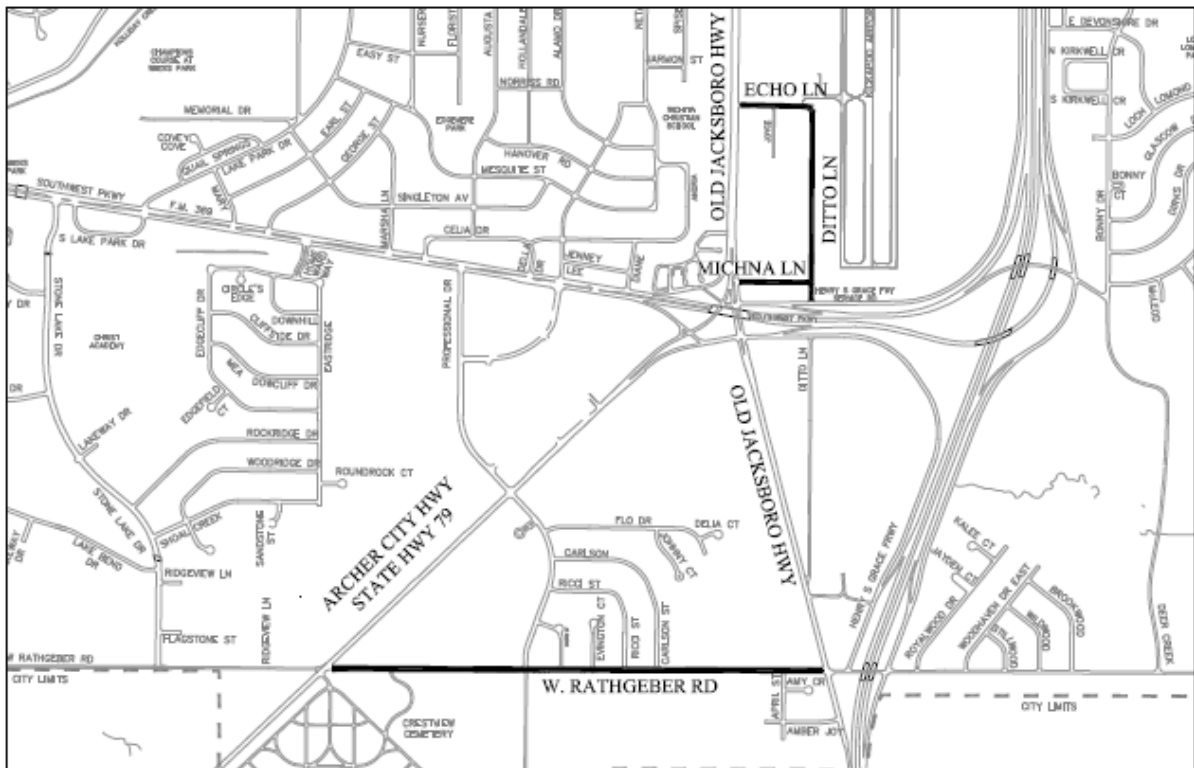
This is a detailed street map of the Harrell, North Carolina area. The map shows a grid of streets including Harrell Ln, Reynolds Ln, Cottonwood Rd, Morgan Ln, and Harding St. A north arrow is located in the top right corner. The map also shows several bodies of water, including Lake Harrell and Lake Reynolds, and a large area labeled 'CITY LIMITS'.

SHEET 1 OF 3

2022 Seal Coat Project CWF22-100-03



ANCHOR ROAD

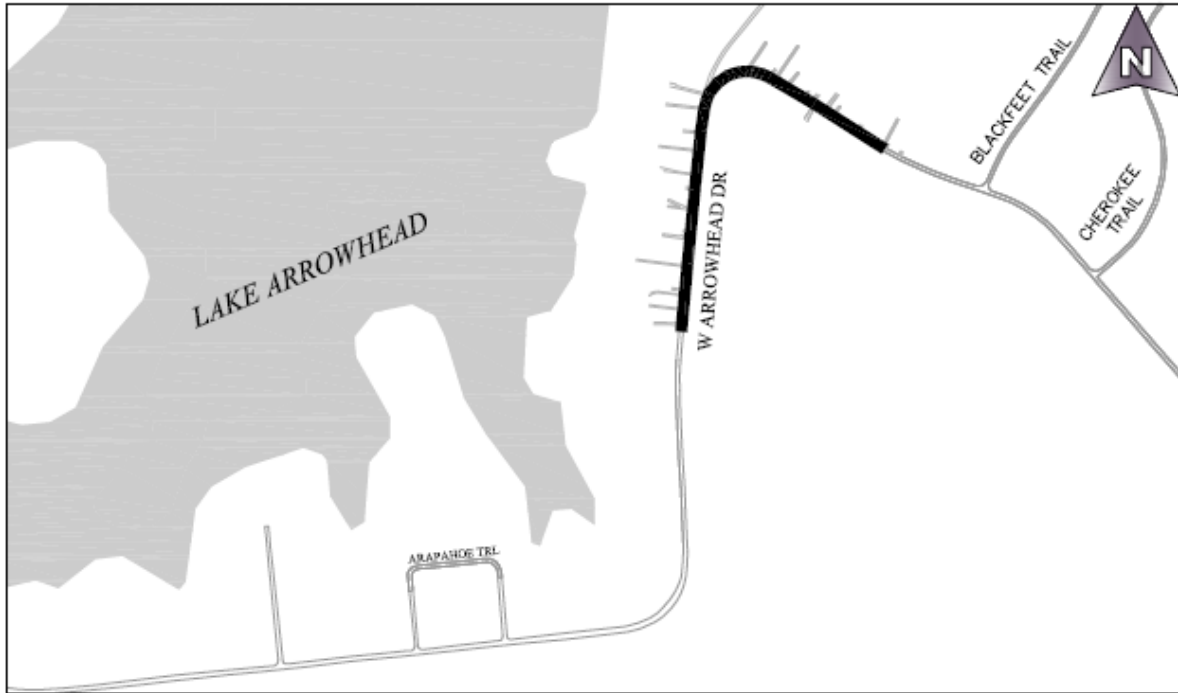


ECHO LN, DITTO LN, MICHNA LN, W. RATHGEBER RD

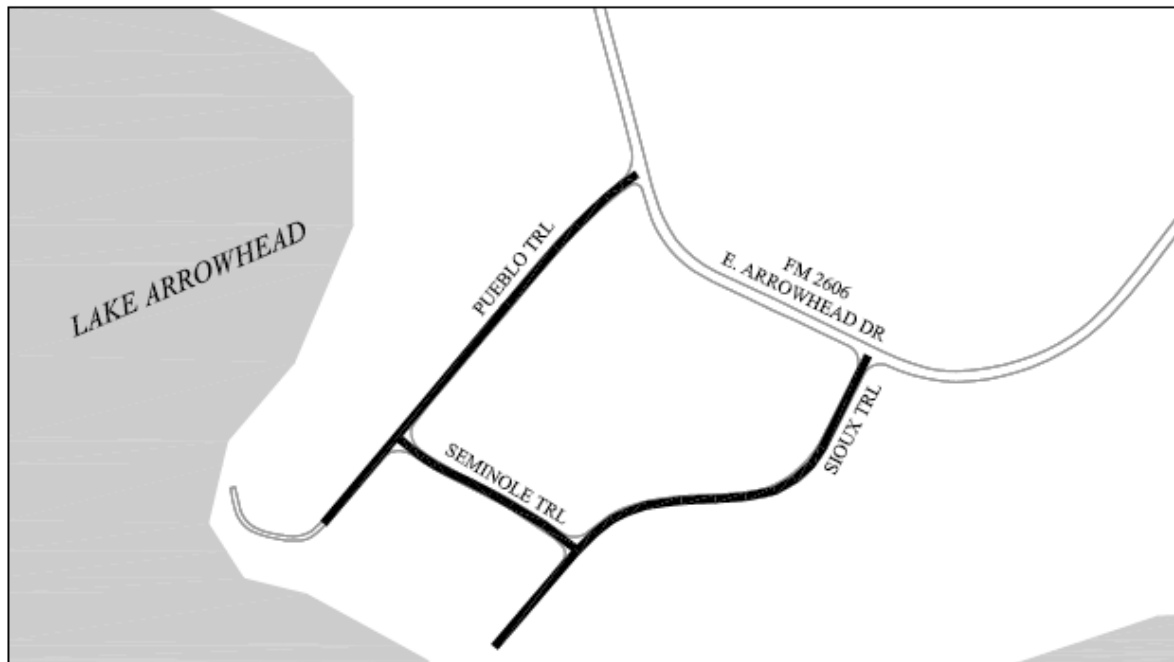
NOT TO SCALE

SHEET 2 OF 3

2022 Seal Coat Project CWF22-100-03



WEST ARROWHEAD DRIVE



PUEBLO TRL, SEMINOLE TRL, SIOUX TRL

NOT TO SCALE

SHEET 3 OF 3

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution re-appointing Paul Wylie and Tammy Martinez to the Nortex Housing Finance Corporation Board of Directors.

INITIATING DEPT: City Clerk

STRATEGIC GOAL: N/A

STRATEGIC OBJECTIVE: N/A

COMMENTARY: Paul Wylie and Tammy Martinez are both willing to continue to serve on the Nortex Housing Finance Corporation Board of Directors. The Nortex Housing Finance Corporation's Board has recommended that both be re-appointed to a new five-year term that will expire August 1, 2025 for Mr. Wylie, and August 1, 2026 for Ms. Martinez.

The City does not manage or take applications for the Nortex Housing Finance Board so there are no additional applicants to consider, and all entities served by the Nortex Housing Finance Board are required to confirm appointments/re-appointments.

☒ **City Clerk**

ASSOCIATED INFORMATION: Resolution provided by Nortex Regional Planning Commission.

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

RESOLUTION OF THE CITY OF WICHITA FALLS AUTHORIZING AND APPROVING THE REAPPOINTMENTS OF INDIVIDUALS TO THE BOARD OF DIRECTORS OF THE NORTEX HOUSING FINANCE CORPORATION.

WHEREAS, pursuant to the Texas Housing Finance Corporation Act, Chapter 394, Texas Local Government Code, as amended, the Texas counties of Archer, Baylor, Clay, Cottle, Foard, Hardeman, Jack, Montague, Wichita, Wilbarger, and Young, Texas (collectively, the "*Sponsoring Entities*") have formed a joint housing finance corporation named the Nortex Housing Finance Corporation (the "*Corporation*") to provide a means of financing the cost of residential ownership and development that will provide decent, safe and sanitary housing for persons and families of low and moderate income; and

WHEREAS, the City of Wichita Falls is a member of the Corporation and has authorized the Corporation to act on its behalf and on behalf of the other Sponsoring Entities for the purposes set forth in the previous paragraph; and

WHEREAS, in accordance with the Articles of Incorporation and the Bylaws of the Corporation, a majority of the Sponsoring Entities must approve the appointment and/or reappointment of members of the Board of Directors of the Corporation; and

WHEREAS, in accordance with the Articles of Incorporation and the Bylaws of the Corporation, the City of Wichita Falls together with the Sponsoring Entities desires to appoint/reappoint existing members of the Board of Directors of the Corporation upon resignation or expiration of their current terms.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

Section 1. Board of Directors. That the following reappointments for the Board of Directors of the Corporation and the length of the term thereof are hereby authorized and approved;

DIRECTOR

TERM EXPIRES

Mr. Paul Wylie

Reappointment

August 1, 2025

Ms. Tammy Martinez

Reappointment

August 1, 2026

Section 2. Effective Date. That this Resolution shall be in full force and effect from and upon its adoption.

PASSED AND APPROVED this 15th day of February 2022.

M A Y O R

ATTEST:

City Clerk

**MINUTES OF THE FIRE FIGHTERS AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION
JULY 26, 2021**

Present:

Jim Heiman, Chair	§	Commission Members
Laura Fidelie	§	
John Buckley	§	
Christi Klyn, Civil Service Director	§	
Julia Vasquez, First Assistant City Attorney	§	
Guy Gilmore, Deputy Police Chief	§	City Administration/Staff
Donald Hughes, Deputy Fire Chief	§	
Brian Lester, Human Resources Supervisor	§	
Holly Morgan, HR/EBT Specialist	§	
Linda Merrill, Recording Secretary	§	
Kyle Thomas, Lieutenant	§	Wichita Falls Fire Department
Andrew Borchardt, Firefighter	§	
Adam Brinkman, Firefighter	§	
Kevin Morgan, Firefighter	§	
Jeremiah Stevens, Firefighter	§	
Mason Winkles	§	
Nolan Clark	§	

1. Call to Order

Chairman Heiman called the meeting to order at 11:01 a.m.

2. Approval of Minutes (6/3/21)

Laura Fidelie moved for approval. Seconded by John Buckley, the motion carried 3-0.

3. Review Appeals of the Fire Equipment Operator Exam Administered July 7, 2021.

Question 21. This appeal was withdrawn by appellant Firefighter Jeremiah Stevens.

Question 77. Source Wichita Falls Fire Rescue, General Orders, February 1, 2021, Acronyms/Glossary, Page 4, **Answer Key D**

A "high-rise pack" contains which of the following:

- A. Two 50' sections of 2-1/2" hose sections with a 1-1/8" smooth bore nozzle attached.
- B. Three 50' sections of 3" hose sections with 1-1/4" smooth bore nozzle attached.
- C. Three 50' sections of 2-1/2" hose sections with an automatic fog nozzle attached.
- D. **Three 50' sections of 2-1/2" hose sections with 1-1/8" smooth bore nozzle attached.**

Firefighter Jeremiah Stevens appealed this question, asking that it be thrown out. He asserted that the glossary gives an incorrect definition of high-rise packs carried on Wichita Falls units. However, there is a correct definition provided under the General Order 702.

Commissioner Fidelie moved that the answer key be upheld. Commissioner Heiman noted that the glossary is also from that same general order. Commissioner Buckley moved to throw out the question. Seconded by Commissioner Fidelie, the motion carried 3-0.

Firefighter Adam Brinkman asked to speak on this appeal. He noted the question itself references the glossary, which gives a specific definition. The definition does not state how the pack will be carried on a Wichita Falls apparatus. He would like the question to be upheld. General Order 702 does not contain the definition of a high-rise pack. Commissioner Heiman noted the question does not ask for the definition, but rather, the contents of a high-rise pack.

Firefighter Kevin Morgan asked the Commission if the question specifically referred to page 4 or to the glossary. Commissioner Heiman said it did not.

Commissioner Buckley said he wished to amend his motion. Deputy City Attorney Julia Vasquez said the Commission would need to withdraw the prior decision on the record, and make a new motion. Commissioner Fidelie moved to withdraw the previous motion to throw out Question 77. Commissioner Buckley seconded the motion, which carried 3-0.

Commissioner Fidelie then moved to accept both answers C and D to Question 77. Seconded by Commissioner Buckley, the motion carried 3-0.

Question 97. Source Wichita Falls Fire Rescue, General Orders, February 1, 2021, General Order 701.00, SCBA – Scott 4.5, 8 (A) (1), **Answer Key D**

Prior to refilling a SCBA cylinder, embers must perform a brief inspection to include verification that current hydrostatic date is within which of the following?

- A. 4 years
- B. 2 years
- C. 5 years
- D. 3 years

Firefighter Jeremiah Stevens appealed Question 97. He believes both Answers C. and D. should be accepted, as both answers are provided in Section 701. Commissioner Fidelie said it reads as less than five years, rather than five years. She moved that the answer key be upheld.

Kevin Morgan noted there are two different time periods in the general orders because the time periods refer to different processes. He urged the answer key be held.

Seconded by Commissioner Buckley, the motion to uphold the answer key carried 3-0.

5. Report from Fire Chief

Deputy Chief Donald Hughes reported on behalf of Chief Prillaman. The Fire Department is currently short six members. An Academy is underway; he brought two of the recruits with him today. He introduced recruits Clark and Winkles. They are actually already certified firefighters, and the Department is working toward getting them assigned to stations. The Department will most likely reinstate some precautions to guard against the rising number of cases of Covid 19.

6. Report from Police Chief

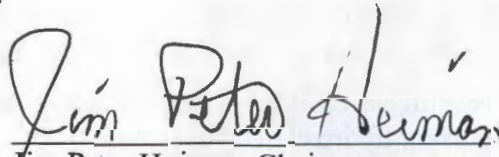
Deputy Chief Guy Gilmore reported on behalf of Chief Manuel Borrego. The 74th Police Academy, started April 19, has 11 recruits. One recruit was a lateral transfer, and he will be starting on patrol this weekend.

The Academy is in week 15 of a 26-week program. Graduation is October 15; they will enter the FTO program for three months thereafter. It will be mid-January before these officers have boots on the ground.

The Department was informed of one resignation this morning, and now has four vacancies. Once they get to vacancy 5, they will get with Christi Klyn and begin the process for another Academy. From beginning to end, it is a 14-month process. The Department loses an average of 11 officers per year, so there will be even more vacancies by the time another Academy is started.

7. Adjourn

The meeting adjourned at 11:20 a.m.


Jim Peter Heiman, Chairman

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee

Minutes

Thursday, October 7, 2021

Voting Members Present:

Lin Barnett, Wichita Falls MPO, MPO Director, TAC Chairperson
Blane Boswell, City of Wichita Falls, City Engineer
David Rohmer, TxDOT, Director of Operations
Scot Reaves, TxDOT, Director of TP&D
Jaimie Lee, Wichita Falls MPO, Senior Transportation Planner (proxy for Larry Wilkinson)

MPO Staff:

Non-Voting Members Present:

Mark McBurnett, SAFB

Absent:

Larry Wilkinson, City of Wichita Falls, Traffic Superintendent
Terry Floyd, Director of Development Services
Allan Moore, TxDOT, Director of Construction
Callan Coltharp, TxDOT, Area Engineer
Karen Montgomery-Gagne, City of Wichita Falls, Planning Administrator

Visitors:

Michael Davis, Martin Luther King Center, Director

I. Welcome & Introduction

Mr. Barnett, TAC chairperson, called the meeting to order at 9:30 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

Mr. Barnett asked for any public comments on agenda and non-agenda items. Mr. Barnett had one non-agenda item for review. He stated that the TxDOT District Office made a request to move the "Gap Project" 0156-04-114, US 82 to FM 369 from FY2026 up to FY2024 within the 2021-2024 Transportation Improvement Program. Mr. Reaves concurred with the request. Mr. Barnett stated that staff would work with the District Office to get the request processed and ready for approval. There were no other public comments.

III. Review and Approval of the July 8, 2021 Technical Advisory Committee's (TAC) Meeting Minutes

Mr. Barnett asked for any comments or corrections to the July 8, 2021 TAC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Rohmer made the motion to approve. Mr. McBurnett seconded the motion, which passed unanimously.

IV. Review and Comment Regarding the July 21, 2021 Transportation Policy Committee's (TPC's) Meeting Minutes – No Action Required

Mr. Barnett asked for comments on the July 21, 2021 TPC meeting minutes. Receiving none, the committee moved on to the next agenda item.

V. Review and Discuss the 2023-2026 STIP/TIP Development Time Line

Mr. Barnett directed the committee's attention to page 14 of the meeting packet. He discussed the schedule and time line for the development of the 2023-2026 Transportation Improvement Program, or TIP. Mr. Barnett stated the TIP will merge with other statewide TIP's to create the STIP, or Statewide Transportation Improvement Program. He stated TxDOT has requested that WFMPO submit its draft TIP by early March 2022. Mr. Barnett asked for any questions regarding the STIP/TIP timeline. Receiving none, the committee moved on to the next agenda item.

VI. Review and Discuss Progress on the 2021-2022 Freight Mobility Plan

Mr. Barnett directed the committee's attention to page 18 of the meeting packet. Mr. Barnett gave a brief update of the latest progress report from Alliance Transportation Group (ATG). He stated ATG with WFMPO will conduct a SWOT – Strengths, Weaknesses, Opportunities and Threats workshop on October 12th in the Downtown Travel Center Conference Room. WFMPO will host a strategic planning workshop that same day. Mr. Barnett asked for any questions regarding the progress on the Freight Mobility Plan.

VII. Other Business:

a. Discussion & Overview of Progress on Local Transportation Projects – City and TxDOT staff (Quarterly Review)

City: Mr. Boswell reported Taft Blvd. widening was awarded and 5% complete. The Hike and Bike Trail from Lake Wichita Park to Larry's Marina was 30% complete. 2021 Asphalt Street Rehab was complete. The Hike and Bike Trail from Barnett Road to Seymour Highway was complete. The 2021 concrete street rehab project was 40% complete.

TxDOT: Mr. Reaves reported the US 281 cable barrier installation was complete. FM 369 ditch enclosure was nearing completion, he stated the lanes were open and work was beginning on sidewalks. FM 1954 intersection realignment on FM 1954 was currently under construction and about 50% complete. FM 369 pavement repair and overlay would begin in a week or two. Loop 11 overlay would begin in a few weeks. FM 369 at Taft and FM 369 Holliday Creek bridge repair would begin in a few weeks. SH240 structure widening project was scheduled to begin in a few weeks. Bridge repair projects around town would begin preconstruction in the next few weeks.

b. MPO Quarterly Financial Report (3rd Quarter – April, May, June)

Mr. Barnett reported on the 3rd quarter expenses for the MPO. He stated that the MPO had spent 52.50% of its total allocation for FY 2021. Mr. Barnett asked for any comments or questions on the third quarter financial report. He received none.

c. **Grouped TxDOT CSJ Projects Report**

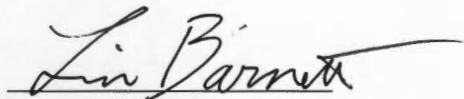
Ms. Lee reported on the 3rd quarter grouped CSJ projects report. Ms. Lee stated there were no changes to the projects over the quarter.

d. **Other Items**

There were no other items.

VIII. Meeting Adjournment

The meeting adjourned at 9:58 a.m.



Irvan F. "Lin" Barnett Jr.
MPO Transportation Planning Director
Wichita Falls MPO

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Transportation Policy Committee

Minutes

Thursday, October 28, 2021

Voting Members Present:

Stephen Santellana, Chairperson, Wichita Falls Mayor
DeAndra Chenault, City of Wichita Falls, City Council
Dennis Wilde, North Texas Regional Planning Commission
Jeff Watts, City of Pleasant Valley, Representative
Judge Woody Gossom, County Judge, Wichita County
Mike Beaver, TxDOT, District Engineer
Russell Schreiber, City Public Works Director

MPO Staff:

Lin Barnett, WFMPO, Transportation Planning Director
Jaimie Lee, Wichita Falls MPO, Senior Transportation Planner

Absent:

Bobby Whitely, City of Wichita Falls, City Council
Cory Glassburn, Mayor, Lakeside City

Visitors:

Callan Coltharp, TxDOT, Area Engineer

I. Welcome & Introduction

Mayor Santellana, the TPC chairperson, called the meeting to order at 8:31 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

Mayor Santellana asked for any public comments on agenda and non-agenda items. There were no public comments.

III. Review and Approval of the July 21, 2021 Transportation Policy Committee's (TPC) Meeting Minutes

Mayor Santellana asked for any comments or corrections to the July 21, 2021 TPC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Watts made the motion to approve. Judge Gossom seconded the motion, which passed unanimously.

IV. Review and Comment Regarding the October 7, 2021 Technical Advisory Committee (TAC) Meeting Minutes – No Action Required

Mayor Santellana asked for any comments on the October 7, 2021 TAC meeting minutes. Mr. Barnett informed the committee about the TxDOT Wichita Falls District's request to move CSJ Project 0156-04-114 "Gap Project" located on US 82 to FM 369 from FY 2026 down to FY 2024 within the Transportation Improvement Program (TIP). This project is set to receive funding sometime in FY 2022 and the District Office needed the project

amended inside the TIP for environmental clearance purposes. Mr. Barnett informed the committee that staff would prepare the amendment for review and approval at the January 2022 TPC meeting. Mayor Santellana asked for any more comments. Receiving none, the committee moved on to the next agenda item.

V. Review and Discuss the 2023-2026 STIP/TIP Development Time Line

Mr. Barnett directed the committee's attention to page 13 of the meeting packet. He discussed the schedule and time line for the development of the 2023-2026 Transportation Improvement Program, or TIP. Mr. Barnett stated the TIP will merge with other statewide TIP's to create the STIP, or Statewide Transportation Improvement Program. He stated TxDOT has requested that WFMPO submit its draft TIP by early March 2022. Mayor Santellana asked for any questions regarding the STIP/TIP timeline. Receiving none, the committee moved on to the next agenda item.

VI. Review and Discuss Progress on the 2021-2022 Freight Mobility Plan

Mr. Barnett directed the committee's attention to page 17 of the meeting packet. Mr. Barnett gave a brief update of the latest progress report from Alliance Transportation Group (ATG). He stated ATG with WFMPO will conduct a SWOT – Strengths, Weaknesses, Opportunities and Threats workshop on October 12th in the Downtown Travel Center Conference Room. WFMPO will host a strategic planning workshop that same day. Mayor Santellana asked for any questions regarding the progress on the Freight Mobility Plan. Receiving none, the committee moved on to the next agenda item.

VII. Other Business

a. Discussion & Overview of Progress on Local Transportation Projects – City and TxDOT staff (Quarterly Review)

City: Mr. Schreiber reported Taft Blvd. widening was awarded and 5% complete. The Hike and Bike Trail from Lake Wichita Park to Larry's Marina was 30% complete. 2021 Asphalt Street Rehab was complete. The Hike and Bike Trail from Barnett Road to Seymour Highway was complete. The 2021 concrete street rehab project was 40% complete.

TxDOT: Mr. Coltharp reported the US 281 cable barrier installation was complete. FM 369 ditch enclosure was nearing completion, he stated the lanes were open and work was beginning on sidewalks. FM 1954 intersection realignment on FM 1954 was currently under construction and about 50% complete. FM 369 pavement repair and overlay would begin in a week or two. Loop 11 overlay would begin in a few weeks. FM 369 at Taft and FM 369 Holliday Creek bridge repair would begin in a few weeks. SH240 structure widening project was scheduled to begin in a few weeks. Bridge repair projects around town would begin preconstruction in the next few weeks.

b. MPO Quarterly Financial Report (3rd Quarter – April, May, June)

Mr. Barnett reported on the 3rd quarter expenses for the MPO. He stated that the MPO had spent 52.50% of its total allocation for FY 2021. Mr. Barnett asked for any comments or questions on the third quarter financial report. He received none.

c. Grouped TxDOT CSJ Projects Report

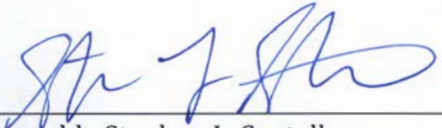
Ms. Lee reported on the 3rd quarter grouped CSJ projects report. Ms. Lee stated there were no changes to the projects over the quarter.

d. Other Items

There were no other items.

VIII. Meeting Adjournment

The meeting adjourned at 9:02 a.m.



Honorable Stephen L. Santellana
Mayor Wichita Falls

**Wichita Falls Park Board Meeting
December 9, 2021**

**W.F. Recreation Center
600 11th Street
Room 205
Time: 1:30pm**

Presiding: Jim Heiman

**Members Present: Thomas Taylor, Alan Donaldson, Larri Jacoby,
Patrick Hearn, Jessica Traw, Michael Battaglini**

**Members Absent: Caitlyn Wood, Crystal Byrd, Sandy Fleming, Charlie
Zamastil**

City Council Representative: Absent: Steve Jackson

Other: Scott McGee, Terry Points (Staff Liaison)

1. CALL TO ORDER:

Jim Heiman called the meeting to order at 1:30 p.m.

2. APPROVAL OF MINUTES:

The minutes from October 28, 2022, were put before the Board for approval. Alan Donaldson made the motion to approve the minutes and Thomas Taylor seconded the motion.

3. DEPARTMENTAL REPORT:

A. RECREATION: Scott McGee

- See attached hand out from Recreation
- 50 Plus Zone is averaging 185 members per day
- 50 Plus Zone hosted a Thanksgiving feast for members
- Upcoming December events for the 50 Plus Zone, Rocking Christmas with Elvis, Pinochle Tournament plus all the regular daily actives.
- Over 600 kids gathered 12,000 candy canes at Christmas in the Park, carnival games Mr. & Mrs. Santa Clause was there.
- Recreation staff will have a booth at this year's City Lights parade December 18, at the Farmers Market.
- Fall Softball has ended after all makeup games played due to rain outs
- Basketball leagues underway though February and winter volleyball registration is underway.

B. Parks: Terry Points

- See attached hand out from Parks

- Parks working on taking out dead trees and mulching in several area.
- 562 City lots being cleaned
- Scotland pond dam repair is finished and sidewalk replace.
- The Vietnam memorial unveiling by Christmas
- Working on finalizing the TPWD scope of work for the ADA Kayak launch/dock.

C. Circle Trail Updates:

- TXDOT grant was denied for the trail project, along shoreline of Lake Wichita Park

4. Parks Review Update

- See Attached hand out from the Parks Review Sub Committee

5. Other Business, Announcements, Comments:

Meeting was adjourned at 2:30 pm

Signature: _____


Jim Heiman (1st Chair Person)

MINUTES
LAKE WICHITA REVITALIZATION COMMITTEE
January 11, 2022

PRESENT:

David Coleman, Chair
Tim Brewer, City Council Rep
Eve Montgomery, Secretary
Alicia Castillo, Gold Star Family
Matt Marrs
Sharon Roach
Steve Garner
Kendrick Jones
Rick Hernandez

■ Members

Blake Jurecek, Asst City Manager
Blane Boswell, City Engineer
Terry Points, Parks Administrator

■ Staff

Robert Mauk, TP&W
Charlie Peters
Daniel Streeter (by phone)

■ Guests

ABSENT: Crystal Byrd, John Strenski, Alison Sanders, and Ford Swanson

1. **Call to Order and Introduce New Member:** David called the meeting to order at 10:00 am and declared a quorum. He introduced our newly appointed member, Mr. Rick Hernandez, who is a local architect. He also welcomed Mr. Charlie Peters, who is a land owner in the Boat Ramp area, and attended the meeting.
2. **Approval of Minutes:** December meeting minutes were approved unanimously.
3. **Project Updates:**
 - 3.a. **Veteran's Plaza Project:** David summarized the project history for the new attendees, and explained that the design is nearly complete, with questions remaining regarding the flagpole, the restroom, and lighting. The Committee and Staff agreed the following: First, the flagpole will be 35 feet and the City will NOT be responsible to put flags on the pole at any time – that will be handled by Veterans groups for special events. Second, the restroom will remain on the plans as an Additive Bid Alternate. Blake explained the City would prefer to have a restroom at this site in the future, as more amenities are constructed and visitor traffic will be much higher, with longer stays at the site. Agreement was reached that when bids are received, a final decision will be made, with the most likely outcome that the restroom will not be awarded now, but rather project funds will be reserved for construction of the restroom in the future. Third, site lighting will be provided that matches the existing lights in the Boat Ramp parking lot.

January 11, 2022


Blane will get these decisions to the design firm, and KHA will proceed to final plans and specs, with advertisement to commence when plans are complete. Target for City Council consideration to award the construction contract will be late March or early April. Also, Blake will find out how funding transfers from the Community Foundation will work.

3.b. Lake Deepening: No updates.

- 3.c. Kayak Launch Grant:** David called Mr. Daniel Streeter on his cell phone, so he can join the discussion on this item. Terry explained the latest quote from AccuDock increased by \$5,000 for engineered stamped drawings. This cost can be avoided if we are OK with stamped shop drawings, and the Committee agreed unanimously this is fine. With this, Terry said the delivery time is 4-5 months after the order is placed. Robert then explained that we must execute a contract between the City and TP&W before the Launch is ordered, and this contract will be complete in March or April. This puts completion of the Launch in the August time frame.

Daniel Streeter then explained he wants to proceed with his business, Puddle Pilots LLC, to rent jet skis, kayaks, and paddle boats at Lake Wichita Park. The Committee voted unanimously to express support for his business.

- 4. Discussion of Brick Sales and Fundraising Initiatives:** David stated that several more brick orders have been processed by Polar Engraving. Steve stated that he has not been notified of any other prospective donations.
- 5. Other Business Matters:** None.
- 5.a. Website Changes:** David will contact Crystal Byrd to get our website content updated.
- 6. Adjournment:** The meeting adjourned at 10:55 am.



David Coleman, Chair



Date

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Ordinance making an appropriation to the Special Revenue Fund for the Women, Infants, and Children (WIC) Grant Program in the amount of \$207,651 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same.

INITIATING DEPT: Health

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The WIC program has provided additional funding to enhance services provided to WIC clients. \$73,000 has been added to allow for rework of the existing accessibility ramp to the WIC clinic. This rework will hopefully allow for accessibility not only to the WIC entrance but to the main Health District entrance as well. \$27,500 has been added for an outside contractual assessment of the physical and IT security at the Health District to ensure we continue to meet HIPAA privacy requirements. The remainder of the funding will be utilized as general support for the program to include additional funding for the Registered Dietician, and lactation services. All of these expenditures are an effort by the State to increase the client experience and therefore increase participation and retention rates among clients. This will increase our total grant amount to \$1,058,768 with a project end date of September 30, 2022.

Staff recommends approval of the ordinance.

☒ **Director of Health**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance making an appropriation to the Special Revenue Fund for the Women, Infants, and Children (WIC) Grant Program in the amount of \$207,651 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same

WHEREAS, the Department of State Health Services has identified additional funding for our local WIC agency; and,

WHEREAS, the approval of these funds could not have been anticipated prior to the adoption of the 2021 –2022 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

There is hereby appropriated in the Special Revenue Fund \$207,651 for the Women, Infants, and Children (WIC) Program.

PASSED AND APPROVED this the 15th day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Ordinance amending Chapter 94, Article I, Section 94-15 to allow for the permitting and operation of Personal Mobility Devices with the Central Business District.

INITIATING DEPT: Aviation, Traffic, & Transportation

STRATEGIC GOAL: Redevelop Downtown

STRATEGIC OBJECTIVE: Create a Live, Work, Play Downtown

COMMENTARY: Staff has been approached about the rental and use of scooter mobility devices in the Central Business District. In order to accommodate the use of these devices, including rental bicycles, for public use, Section 94-15 (Motor Assisted Scooters) requires approval of several amendments by the City Council. The following proposed language was added to the ordinance:

- Permitting process
- Operational regulations
- Location of these devices on City right-of-way
- Insurance Requirements

Many cities across the United States allow the use of app-based scooters and bicycles. One of the biggest challenges with bicycle and scooter rentals is that the user may block sidewalks and parking spots after completing their ride. Staff will work with future vendors and Downtown Wichita Falls Development in an attempt to minimize this problem.

At this time, staff anticipates following up with both the vendors and City Council in approximately six months. The goal of the follow up meetings and subsequent report will be to review the ordinance and its impact on the operational aspects of these proposed changes. In addition, staff will provide a proposed fee for the first meeting in March to address permitting requirements.

Staff recommends amending Section 94-15 (Motor Assisted Scooters) to allow for app-based rentals of bicycles and scooters in the Central Downtown Business District.

Approval of the ordinance by the City Council would not approve any specific business. If the ordinance is approved, any prospective scooter vendors/businesses would be required to apply for and have administratively approved a license from the City pursuant to said ordinance.

☒ **Director, Aviation, Traffic, & Transportation**

ASSOCIATED INFORMATION: Ordinance

- ☒ **Budget Office Review**
 - ☒ **City Attorney Review**
 - ☒ **City Manager Approval**
-

Ordinance No. _____

Ordinance amending Chapter 94, Article I, Section 94-15 to allow for the permitting and operation of Personal Mobility Devices with the Central Business District.

WHEREAS, the City Council has previously determined the redevelopment of downtown was part of the City's long term Strategic Plan; and,

WHEREAS, the use of Personal Mobility Devices enhances the City of Wichita Falls downtown area by allowing alternative transportation; and

WHEREAS, staff believes this ordinance to allow Personal Mobility Devices will lead to an increase in transportation options, and increased sales; and

WHEREAS, the City Council concurs with staff's recommendation to amend the Code of Ordinances at Chapter 94, Article I, Section 94-15.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

Wichita Falls Code of Ordinances Chapter 94, Article I, Section 94-15 is hereby amended and shall hereafter read as follows:

~~Sec. 94-15. Motor-assisted scooters.~~

~~(a) Definition. As used in this section, the term "motor-assisted scooter" means a self-propelled device:~~

- ~~(1) With at least two wheels in contact with the ground during operation;~~
- ~~(2) With a braking system capable of stopping the device under typical operating conditions;~~
- ~~(3) With a gas or electric motor not exceeding 40 cubic centimeters;~~
- ~~(4) With a deck designed to allow a person to stand or sit while operating the device;~~
- ~~(5) With the ability to be propelled by human power alone; and~~
- ~~(6) That does not include a pocket bike or mini-motorbike.~~

~~(b) Requirement for operation.~~

- ~~(1) A motor-assisted scooter may be operated only on a street, highway or alley for which the posted speed limit is 35 miles per hour or less. They may cross a road or street at an intersection where the road or street has a posted speed limit of more than 35 miles per hour only if the operator walks across the street while observing all applicable pedestrian laws.~~
- ~~(2) A person shall not operate a motor-assisted scooter on a street or highway during the hours the street or highway is a designated school zone.~~
- ~~(3) A motor-assisted scooter may only be operated on a street, highway or alley from sunrise till sunset, as defined by state law.~~

- ~~(4) — A person operating or riding on a motor-assisted scooter on a street, highway or alley must wear protective headgear at all times.~~
- ~~(5) — A person operating a motor-assisted scooter on a street, highway or alley must do so following all state provisions applicable to the operation of a bicycle.~~
- ~~(c) — Adult supervision.~~
- ~~(1) — A motor-assisted scooter may not be operated on a street, highway or alley by a person younger than ten years of age.~~
- ~~(2) — A person shall not recklessly allow a child in their care, who is under the age of ten years old, to operate a motor-assisted scooter on a street, highway or alley.~~

Sec. 94-15 Personal Mobility Devices

(a).Definitions

- i. Customer means a person who rents or otherwise uses a Personal Mobility Devices from an operator
- ii. Director means the director of the department designated by the city manager to enforce and administer this article and includes representatives, agents, or department employees designated by the director.
- iii. Personal Mobility Devices means an electric bicycle, or an electric motor-assisted scooter, pursuant to the definitions set forth in Texas Transportation Code, Sections 541.201 and 551.351, that can be located and unlocked using a smartphone app whether placed in a docking bay, self-standing, or standing with a kickstand.
- iv. Personal Mobility Device Systems means a collection of Personal Mobility Devices owned and operated by an operator within the City of Wichita Falls pursuant to and in accordance with this section.
- v. Geo-Fence Zone means an area used for Personal Mobility Devices in the City and which is designated in accordance with this Article defined by GPS or RFID that registers when a mobile device like a bicycle enters or leaves such designated area and in which operator is allowed to conduct certain activities as set forth in this Article.
- vi. Street means a public roadway, street, or alley in which the municipality has an interest.
- vii. Operator means an individual or company that has been issued an operating authority permit under this article.

(b).General Duty and Authority of Director.

- i. The director shall implement and enforce this article and may by written order establish such rules or regulations, consistent with this article and state or federal law, as he determines are necessary to discharge his duty under, or to affect the policy of, this article, including but not limited to, rules or regulations on hours of operation, slow zones, and areas where riding Personal Mobility Devices are prohibited. The director may contract with vendors to assist with data collection and analysis and to collect and store Personal Mobility Devices deployed or parked in violation of this chapter.

(c).Location

- i. Personal Mobility Device Systems shall only be allowed to operate within the Central Business District Zoned area according to the provisions herein.
- ii. Personal Mobility Devices that are privately owned are not subject to this ordinance and may be used according to state law.

(d).Permit Required

- i. Personal Mobility Device systems are allowed pursuant to this Article, and Personal Mobility Devices may operate in the City only in accordance with the terms of a City permit and must comply with all the provisions of this Article and applicable law. Permits shall be issued upon payment for a 12-month period unless expressly provided otherwise in this Article.
- ii. A permit fee shall be set by a separate ordinance.

(e).Permit Application.

- i. A person desiring to provide a Personal Mobility Devices system must first submit an application for a permit or for renewal of a permit, and may not operate such system until the permit or renewal thereof is approved by the City. The permit application shall contain the following:
 - 1. The name and form of business of the operator;
 - 2. The name, phone number, and business street address (and mailing address if different) of the operator and operator's agent for service of legal process, if different;
 - 3. The name, phone number (including cell number), street address of the local representative of the operator to the City available and authorized to act on behalf of the operator;
 - 4. Size and location of the fleet;
 - 5. A photographic image or visual representation of each type of bicycle to be deployed as part of operator's Personal Mobility Devices system;
 - 6. A description of an internet-enabled mobile device application to be used by customers to register membership to locate, use, pay for, lock, and unlock each bicycle;
 - 7. The proposed geo-fence zones, including any area in which operator plans to expand its Personal Mobility Devices system during the permit period;
 - 8. Proposed home zones in the City, if any;
 - 9. A plan for operator to maintain each bicycle in a safe and operable condition, and to recover and repair Personal Mobility Devices discovered or reported to be unsafe or inoperable before redeployment;
 - 10. A plan for an operator to rebalance and relocate Personal Mobility Devices
 - 11. A plan for educating customers on the safe use of a bicycle, knowledge of compliance of all applicable laws and proper bicycle parking;
 - 12. Proof of current coverage of insurance as required by this Article;
 - 13. Payment of a permit fee in the amount applicable to the operator as specified in this Article;

14. The provision of any other information reasonably requested by the City in making its determination.

(f). Granting and Renewing Permits, denial of permits, and revocation of permits.

- i. Granting or renewing permit. A person may operate a Personal Mobility Devices system only with a properly granted or renewed City permit as set forth in this Article, and only in accordance with applicable law.
- ii. Denial of permit. The application shall be denied and no permit shall be issued if the City finds that:
 1. Any statement made in the application is incomplete, inaccurate, misleading, or false;
 2. The operator, its partners, officers, owners, and other principals have not paid to the City all fees due under this Article; or
 3. The operator has otherwise not complied with this Article or has had a history of noncompliance with the provisions of this Article.
- iii. Revocation of permit.
 1. The City may revoke a permit due to operator's failure to comply with its permit, this Article, or any applicable federal, state, or local law or regulation.
 2. Permits may also be revoked for one or more of the following reasons:
 - a. Poor customer response or service;
 - b. Posing an unreasonable risk to the health, safety and welfare of the general public;
 - c. Having a history of violating one or more requirements of this Article;
 3. Notice of denial or revocation. The City shall provide written notice within ten days of the denial or revocation of a permit to operator, which notice shall state the reason(s) for the decision and inform the operator of its right to appeal the decision in writing including by when and to whom it must be delivered.

(g). Operations

- i. Each operator shall provide Personal Mobility Devices to accommodate a wide range of users.
- ii. Each Personal Mobility Device permitted under this article must display the emblem of the operator along with a unique identification number.
- iii. Personal Mobility Devices must meet all requirements of local, state, and federal law. Personal Mobility Devices must be high quality and sturdily built to withstand the effects of weather and constant use for five years.
- iv. Personal Mobility Devices must be well maintained and in good riding condition.
- v. Each Personal Mobility Devices permitted under this article must be equipped with active global positioning system technology and display a unique identification number with characters no less than one inch in height per character.
- vi. Spoken word alarm systems are prohibited on Personal Mobility Devices.
- vii. Operators shall maintain a staffed operations center.

- viii. Operators shall maintain a 24-hour customer service number posted on each Personal Mobility Devices for customers and citizens to report safety concerns, make complaints, ask questions, or request a Personal Mobility Devices be relocated.
- ix. Operators shall rebalance Personal Mobility Devices daily.
- x. Operators shall provide the director with contact information for someone who can rebalance and relocate Personal Mobility Devices. The operator shall rebalance or relocate Personal Mobility Devices within two hours of receiving notification on weekdays between 6:00 a.m. and 6:00 p.m. (excluding holidays) and within 12 hours of receiving notice at all other times. An operator shall notify the director within 24 hours of a change of contact information.
- xi. An operator shall remove any inoperable Personal Mobility Device, or a Personal Mobility Device that is not safe to operate, from the right-of-way within 24 hours of notice from the director. A Personal Mobility Device removed from the right-of-way in accordance with this subsection must be repaired before it is returned to revenue service.
- xii. An operator shall provide the director with special access, via the operator's app or other device, to immediately unlock and remove Personal Mobility Devices that are blocking access to city property or the public right-of-way.
- xiii. The director may remove a Personal Mobility Device from city property or the right-of-way that is parked in violation of this article. The operator is responsible for the costs of removal and storage set by a separate fee ordinance.
- xiv. If the city incurs any costs addressing or abating any violations of this article, or incurs any costs of repair or maintenance of public property, the operator shall reimburse the city for the costs within 30 days of receiving written notice from the director.
- xv. An operator shall not place or attach any personal property (other than Personal Mobility Devices), fixtures, or structures in the public right-of-way without the separate written permission of the director. Any permission to place items in the public right-of-way must be incorporated into the permit.
- xvi. An operator shall not adversely affect the property of any third parties during the use of city property or the public right-of-way.
- xvii. An operator shall be limited to a total number of 20 Personal Mobility Devices.

(h).Parking, and Deployment

- i. Personal Mobility Device may only be operated on public streets within the designated area herein.
- ii. Personal Mobility Devices may not be parked in a manner that would impede normal and reasonable pedestrian access on a sidewalk or in any manner that would reduce the minimum clear width of a sidewalk to less than 36 inches.
- iii. Personal Mobility Devices may not be parked in a manner that would impede vehicular traffic on a street or alley.
- iv. Personal Mobility Devices may not be parked in a manner that would impose a threat to public safety or security.

- v. Personal Mobility Devices may not be parked on a public street without specific permission from the director.
- vi. Personal Mobility Devices may not be deployed on a block where the sidewalk is less than 36 inches in width, or on a block that does not have sidewalks unless a docking zone is safely created for this block. The director may determine other blocks where deploying dockless vehicles is prohibited.
- vii. Personal Mobility Devices may only be deployed on private property with the permission of the property owner, or on government owned or controlled property with the permission of the governmental official.
- viii. Personal Mobility Devices must stand upright while parked.
- ix. Personal Mobility Devices may not be parked in a visibility triangle.
- x. Personal Mobility Devices may not be parked within five feet of a crosswalk or curb ramp unless given specific permission by the director. Personal Mobility Devices must be parked in a manner to provide a 20-foot clear zone around transit stops, shelters, or platforms.
- xi. Personal Mobility Devices may not be parked in a way that blocks:
 - 1. Transit stops, shelters, or platforms.
 - 2. Commercial loading zones.
 - 3. Railroad tracks or crossings.
 - 4. Passenger loading zones.
 - 5. Disabled parking zones.
 - 6. Street furniture that requires pedestrian access (for example, benches or parking pay stations).
 - 7. Building entryways.
 - 8. Vehicular driveways.
- xii. Personal Mobility Devices that are parked in an incorrect manner must be re-parked or removed by the operator within two hours of receiving notice from the director between 5:00 a.m. and 12:00 a.m. (midnight) on a daily basis.
- xiii. The director may remove and store any Personal Mobility Devices that is left unutilized at the same location for five or more consecutive days.
- xiv. The director shall invoice the operator for the cost of removal and storage.
- xv. The director may identify designated Personal Mobility Devices parking zones. Subject to advance approval of the director, an operator may indicate virtual Personal Mobility Devices parking areas with paint or decals where appropriate in order to guide riders to preferred parking zones in order to assist with orderly parking of Personal Mobility Devices throughout the city.
- xvi. Every person riding a Personal Mobility Devices upon the streets of the city shall be subject to provisions of all laws and ordinances applicable to the operator of any other vehicle, except those provisions of laws and ordinances which, by their very nature, can have no application.
- xvii. A person commits an offense if the person rides a Personal Mobility Devices in violation of time of day or locational restrictions or on a public sidewalk.

(i). Insurance Requirements.

- i. An operator shall procure and keep in full force and effect no less than the insurance coverage required by this section through a policy or policies written by an insurance company that:

1. is authorized to do business in the State of Texas;
 2. is acceptable to the city; and
 3. does not violate the ownership or operational control prohibition described in this section.
- ii. The insured provisions of the policy must name the city and its officers and employees as additional insureds, and the coverage provisions must provide coverage for any loss or damage that may arise to any person or property by reason of the operation of a dockless vehicle.
 - iii. An operator shall maintain the following insurance coverages:
 - iv. The commercial general liability insurance must provide single limits of liability for bodily injury (including death) and property damage of \$1 million for each occurrence, with a \$2 million annual aggregate.
 - v. If an operator will utilize motor vehicles in its operations, the business automotive liability insurance must cover owned, hired, and non-owned vehicles, with a combined single limit for bodily injury (including death) and property damage of \$500,000 per occurrence.
 - vi. Worker's compensation insurance with statutory limits.
 - vii. Employer's liability insurance with the following minimum limits for bodily injury by:
 1. Accident, \$500,000 per each accident; and
 2. Disease, \$500,000 per employee with a per policy aggregate of \$500,000.
 - viii. Insurance required under this article must:
 1. Include a cancellation provision in which the insurance company is required to notify the director in writing not fewer than 30 days before cancelling the insurance policy (for a reason other than non-payment) or before making a reduction in coverage;
 2. Include a cancellation provision in which the insurance company is required to notify the director in writing not fewer than 10 days before cancelling for non-payment;
 3. Include an endorsement to waive subrogation in favor of the city and its officers and employees for bodily injury (including death), property damage, or any other loss.
 4. Cover all dockless vehicles during the times that the vehicles are deployed or operating in furtherance of the operator's business;
 5. Include a provision requiring the insurance company to pay every covered claim on a first-dollar basis;
 6. Require notice to the director if the policy is cancelled or if there is a reduction in coverage; and
 7. Comply with all applicable federal, state, and local laws.
 - ix. No person who has a 20 percent or greater ownership interest in the operator may have an interest in the insurance company.
 - x. An operator may not be self-insured.
 - xi. Any insurance policy required by this article must be on file with the city within 45 days of the issuance of the initial operating authority permit, and thereafter within 45 days of the expiration or termination of a previously issued policy.

(j). Data Sharing:

- i. An operator shall comply with the mobility data specification (MDS) standard and cooperate with the city in the collection and analysis of aggregated data concerning its operations.
- ii. An operator shall provide live MDS data to city data vendors. City data vendors shall supply the director a daily report of aggregated data for the previous 24 hours. City data vendors shall not supply the director with live MDS data. The director may request aggregated data from data vendors at other times when necessary for law enforcement and other emergencies.

(k).Criminal Offenses.

- i. A person commits an offense if he violates or attempts to violate a provision of section 94-15. A culpable mental state is not required for the commission of an offense under this article unless the provision defining the conduct expressly requires a culpable mental state. A separate offense is committed each day in which an offense occurs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.
3. It is the intention of the City Council of the City of Wichita Falls, Texas, that the provisions of this ordinance shall become a part of the Code of Ordinances of the City of Wichita Falls, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.
4. Should any word, phrase, paragraph, section or portion of this ordinance or the Code of Ordinances, as amended hereby, be held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Code of Ordinances, as amended hereby, which shall remain in full force and effect.
5. This ordinance shall become effective on March 17, 2022.

PASSED AND APPROVED this the 15th day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Ordinance replacing Ordinance No. 49-2021 as amended, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date.

INITIATING DEPT: Aviation, Traffic, & Transportation

STRATEGIC GOAL: Efficiently deliver City services

STRATEGIC OBJECTIVE: Practice effective governance

COMMENTARY: This ordinance amendment will set the fee for personal mobility device companies at \$200 per year as shown in blue in section 1.d. There is no limit on the number of personal mobility devices allowed per company under the fee schedule.

Staff recommends the approval of this ordinance pursuant to the approval of the previous item that would provide for such devices in the public right-of-way.

☒ **Director, Aviation, Traffic, & Transportation**

☒ **Finance**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance replacing Ordinance No. 49-2021 as amended, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date

WHEREAS, the adoption of the recodified Code of Ordinances requires that a separate ordinance be passed incorporating fees to be applied to City operations; and,

WHEREAS, City previously amended Ordinance No. 49-2021 with Ordinance Nos. 55-2021, 56-2021, 64-2021, and 68-2021; and,

WHEREAS, this ordinance incorporates changes from Ordinance Nos. 68-2021, 64-2021, 56-2021, 55-2021, and 48-2021 to create one single fee ordinance; and,

WHEREAS, after receiving and reviewing the aforementioned costs, the City Council finds that the fees established herein do not exceed the amount reasonably necessary to provide the services and administer and enforce the regulatory programs to which they are related; and

WHEREAS, the City Council finds that the fines, fees, and rates described herein are necessary to provide for the services and regulated programs and further finds that any discrimination established against non-residents in fee amounts does not provide funds that exceed the taxpayer-funded amount of the described programs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

1. The following fee ordinance incorporates all changes to Ordinance No. 49—2021 as amended by Ordinance Nos. 55-2021, 56-2021, 64-2021, and 68-2021 and makes this ordinance the controlling fee ordinance.

2. The following schedule of fees and charges shall be adopted for all City operations which are authorized to create or enforce such fees by state or federal law or by the Code of Ordinances:

1. Aviation, Traffic and Transportation

1a. Taxicabs

1a-1. Miscellaneous Taxicab Fees:

- (1) Annual Franchise Fee\$1,000.00
- (2) Annual Permit Fee\$35.00 per taxicab

- (3) City Chauffeur's License Application Fee\$30.00, and includes one chauffeur's license. Each additional copy of said chauffeur's license is \$20.00
- (4) Initial Franchise Application Fee\$85.00

1b. Street Closure and Parade

1b-1. Permit Fee: \$50.00 (non-refundable) 2 weeks prior to the event)
\$75.00 (non-refundable) less than 2 weeks' notice

1b-2. Refundable Deposit: \$250.00 for barricades and cones
\$1,000 for trailer and devices (additional \$75.00 per day if not returned by 10:00 a.m. of the business day following the event)

1c. Airport

1c-1. Airport Fees:
Long term parking fee.....\$5.00 per day

1d. Personal Mobility Devices

1d-1. License Fee \$200 annual fee.

2. Development Services

2a. Building Inspections

2a-1. Building Permits & Fees: A minimum fee of \$ 45.00 shall be charged for issuing any class of permit required by the building code and as required in this section. In addition to the minimum fee there shall be charged the following inspection fees:

- (1) New building construction or addition:
 - Single-family or duplex residence, per square foot of building or addition
.....\$ 0.18
 - Single-family or duplex use storage, outbuilding, carport or patio, per square foot of building or addition..... \$ 0.06
 - Commercial use, which includes all other occupancies not listed in this section, per total square feet of building or addition \$0.29
 - Commercial storage building, per total square feet of building or addition.....\$0.10
 - Commercial plan review, per square foot of covered area..... \$ 0.10

- Commercial plan review for remodel work, per value\$ 0.0019
- Commercial plan review for storage and finish outs, per square foot.....\$ 0.04
- (2) Finish out of existing shell buildings or areas within shell buildings, per total square feet of area\$ 0.08
- (3) Repair, alteration or remodel of existing residential buildings, per total square foot of work area\$ 0.18
- (4) Repair, alteration or remodel of existing commercial buildings, per total valuation of work\$ 0.006
- (5) Roofing or siding, per square foot of area covered or repaired\$ 0.006
- (6) Window replacement..... \$20.00
- (7) Foundation repair \$30.00
- (8) Foundation only, per square foot of area of foundation \$0.003
- (9) Signs, each:
 - Up to and including 80 square feet of total sign face area (on-premises)..... \$10.50
 - Over 80 square feet of total sign face area (on-premises) \$37.00
 - All off-premises..... \$89.00
- (10) Demolition, which is required for any structure exceeding 150 square feet in area, per square foot of all structures at each location \$0.007
- (11) Building moves, which does not include mobile or manufactured homes transported by a licensed installer \$52.00

Plus:

 - Aviation, traffic and transportation department fees for moves two hours or less in duration.....\$100.00
 - Aviation, traffic and transportation department fees for moves exceeding two hours in duration will be the base rate of \$100.00, plus a charge of \$65.00 per hour or any part of an hour, per vehicle used for the time exceeding two hours.
- (12) Swimming pool..... \$21.00
- (13) Mobile or manufactured home installation outside of a mobile home park\$21.00
- (14) Flammable or combustible liquid storage tank or service station pump:
 - Each new tank or replacement, which includes test verification\$35.00
- (15) Fire suppression system:
 - Each fire suppression system \$125.00
 - Repair or alteration of an existing fire suppression system \$25.00
- (16) Miscellaneous:
 - Demolition cleanup deposit, refundable to the permittee following final inspection approval, per square foot of all structures at each location.....\$0.05
 - Reinspection permit
 - First occurrence \$ 45.00
 - Second occurrence \$ 55.00

- Each reinspection thereafter \$ 65.00
- General inspection.... \$ 50.00
- Equipment or structures not listed in this section \$ 50.00
- A permit fee may be refunded to the payee upon approval of the building and code administrator.
- Building, electrical, plumbing, or mechanical permits issued to premises located outside of the city limits shall include an additional inspection service charge of \$ 50.00.
- Weekend or after hours inspections \$75.00 to include the first hour, \$75.00 for each additional hour

(Code 1966, § 23-17(1); Ord. No. 79-2003, § 1, 9-2-2003; Ord. No. 40-2008, § 1, 8-5-2008; Ord. No. 30-2009, § 2, 5-5-2009; Ord. No. 53-2010, § 3, 9-21-2010)

(1)

2a-2. Electrical Permits & Fees: A minimum fee of \$ 75.00 shall be charged for issuing any class of electrical permit required by the electrical code and as required in this section. In addition to the minimum fee there shall be charged the following inspection fees:

- (1) New building or addition or complete rewire of existing buildings:
 - Single-family, multifamily or duplex use not exceeding three stories, which includes an attached or detached residential garage, storage or outbuilding, per square foot of building or addition \$ 0.018
 - Commercial use, which includes all other occupancies not listed in this section, per square foot of building or addition \$ 0.03
 - Commercial storage, warehouse or parking garage, which does not apply to accessory office areas, per square foot of building or addition..... \$0.008
 - Solar Panels per square foot of panel area \$.008
- (2) Alteration, repair, or replacement of electrical services:
 - Existing single-family, duplex, or multifamily residences tenant or premises, for each:..... \$ 5.25
 - Existing commercial electrical installations for each tenant or premises:..... \$15.75
 - Swimming pool, hot tubs, decorative pools or fountains \$15.75
 - General inspection\$5.25
 - Reinspection permit:
 - First occurrence..... \$ 45.00
 - Second occurrence..... \$ 55.00
 - Each reinspection thereafter \$ 65.00
- (3) Miscellaneous electrical fees:
 - Clearance to connect electrical service pursuant to 22-224(b)(5) [following discontinuance of service or change of occupants]:
 - Residential..... \$10.50
 - Commercial\$36.75

2a-3. Plumbing Permits: A minimum fee of \$ 75.00 shall be charged for issuing any class of permit required by the city plumbing code. In addition to the minimum fee there shall be charged the following inspection fees:

- (1) New building or addition or complete re-plumb of existing building:
 - Single-family, multifamily or duplex use not exceeding three stories, which includes an attached or detached residential garage, storage or outbuilding per square foot of building or addition \$0.019
 - Commercial use, which includes all other occupancies not listed in this section, per square foot of building or addition \$0.012
 - Commercial storage, warehouse or parking garage which does not apply to accessory office areas, per square foot of building or addition..... \$0.008
- (2) Alteration, repair or replacement of plumbing service:
 - Existing single-family, duplex, or multifamily residences tenant or premises, for each..... \$5.25
 - Alteration, repair, addition to or replacement of plumbing installations or fixtures on commercial structures, for each\$15.75
- (3) General inspection \$5.25
- (4) Lawn sprinkler system, which includes backflow preventer.....\$32.00
- (5) Excavation\$15.75
- (6) Temporary gas \$5.25
- (7) Reinspection:
 - First occurrence..... \$ 45.00
 - Second occurrence\$ 55.00
 - Each reinspection thereafter..... \$ 65.00
- (8) Inspections for backflow devices \$21.00
- (9) Other equipment or appliances not listed in this section, each.....\$5.25

(Code 1966, § 23-17(3); Ord. No. 79-2003, § 1, 9-2-2003; Ord. No. 40-2008, § 1, 8-5-2008; Ord. No. 53-2010, § 3, 9-21-2010)

2a-4. Mechanical Permits: A minimum fee of \$ 75.00 shall be charged for issuing any class of permit required by the city mechanical code. In addition to the minimum fee there shall be charged the following inspection fees:

- (1) New building or addition or complete re-fit of existing buildings:
 - Single-family, multifamily or duplex use not exceeding three stories, which includes an attached or detached residential garage, storage or outbuilding, per square foot of building or addition \$0.007
 - Commercial use, which includes all other occupancies not listed in this section, per square foot of building or addition \$0.009
 - Commercial storage, warehouse or parking garage, which does not apply to accessory office areas, per square foot of building or addition..... \$0.003

- (2) Alteration, repair or replacement of mechanical units:
 - Existing single-family, duplex, or multifamily residences tenant or premise, for each:..... \$5.25
 - Alteration, repair, addition to or replacement of mechanical units on commercial structures, for each:..\$15.75
- (3) Reinspection:
 - First occurrence..... \$ 45.00
 - Second occurrence\$ 55.00
 - Each reinspection thereafter..... \$ 65.00
- (4) Other equipment or appliances not listed, each\$5.25
- (5) General inspection\$5.25

(Code 1966, § 23-17(4); Ord. No. 79-2003, § 1, 9-2-2003; Ord. No. 40-2008, § 1, 8-5-2008; Ord. No. 53-2010, § 3, 9-21-2010)

2b. Code Enforcement

2b-1. Miscellaneous Fees:

- (1) Fee to Abate Junk Vehicleno more than \$150.00
- (2) Public Right-of-Way Sign Removal\$25.00 plus \$1.00 per day for storage
- (3) Vacant Structure Registry (Annual)...\$150.00
- (4) Vacant Structure Inspection Fee (Annual)...\$100.00

2c. Planning

2c-1. Platting:

(1) **Preliminary Plats:**

Fees for preliminary platting shall be as follows:

- Up to five acres\$ 170.00
- More than five acres\$ 170.00
- Plus, additional per acre fee or thereof up to \$500.00 maximum....\$10.00

(2) **Final, Notification and Minor Plats:**

(a) Fees for final platting and courthouse filing shall be as follows:

- 1. Plats within City of Wichita Falls and Wichita County:

Plat Type	Wichita County
------------------	-----------------------

Final Plat: Up to five acres More than five acres <i>Plus, additional per acre fee or fraction thereof up to \$500.00 maximum</i>	\$ 280.00 \$ 280.00 \$ 10.00
Notification Plat, in addition to final plat fee	\$ 75.00
Plat Vacation	\$200.00
Minor Plat	\$ 280.00

2. Plats within the Extra-Territorial Jurisdiction (ETJ) Area shall be as follows:

Plat Type	Archer County	Clay County
Final Plat: Up to five acres	\$ 280.00	\$500.00
More than five acres <i>Plus, additional per acre fee or fraction thereof up to \$500.00 maximum</i>	\$ 280.00 \$ 10.00	\$500.00 \$ 10.00
Notification Plat, in addition to final plat fee	\$75.00	\$75.00
Plat Vacation	\$200.00	\$450.00
Minor Plat	\$ 280.00	\$500.00

- (3) The fees in subsection ((1) and (2)) of this section shall not apply to the following types of plats:
- Plats submitted by the city or any governmental or public educational agency.
 - Plats submitted to correct minor drafting errors in a recorded plat.
 - Plats filed for the purpose of dedicating land to the city in which no other subdivision of land is shown.
 - Replats occasioned by governmental action.
- (4) Fees for revised preliminary plats shall apply to the area changed from the previous submission.

(Code 1966, § 23-17(5))

2c-2. Miscellaneous Development Fees:

- (1) Variance, Board of Adjustment, Airport Board of Adjustment \$200.00
- (2) Right-of-way and easement encroachment release \$100.00
- (3) Street, alley, or easement closure, abandonment, vacation \$200.00
- (4) Street name change \$500.00
- (5) Annexation \$500.00
- (6) Certification letters for zoning, floodplain or building encroachment Basic fee \$25.00
- Intensive review fee\$50.00
- (7) Zoning fees:
 - Site plan review:
 - Application. This fee shall not apply to site plans accompanying a conditional use application..... \$75.00
 - Appeal\$50.00
 - Conditional use permit:
 - Application \$ 170.00
 - Application for carport..... \$ 170.00
 - Conditional use for communications tower ... \$250.00
 - Appeal\$100.00
 - Administrative appeals\$200.00
 - Zoning amendments (rezoning)..... \$ 450.00
 - Up to five acres..... \$ 450.00
 - More than five acres \$ 450.00
 - \$ Plus, per acre or fraction thereof..... \$10.00
 - Rezoning to PUD..... \$ 560.00
 - \$ Plus, per acre or fraction thereof..... \$10.00

- (8) Credit Card/Online Transaction Fee... additional 3% of transaction amount

(Code 1966, § 23-17(6)—(13); Ord. No. 2-2004, § 1, 1-6-2004; Ord. No. 71-2009, § 1, 10-6-2009)

3. City Clerk

3a. Miscellaneous City Clerk Fees:

- (1) Liquor Permit Certification Fee\$ \$50.00
- (2) Solicitor's Permit Fee\$100.00
 - Renewal Fee.....\$100.00
 - Plus per employee working under permit\$10.00
- (3) Itinerant Merchant Permit Fee\$30.00
 - Plus per additional location\$30.00
- (4) Crafted Precious Metal Dealer Permit Fee\$15.00
 - Plus per employee working under permit\$10.00
- (5) Transient Show License Fee\$25.00
 - Plus per day\$10.00

4. Finance

There shall be charged the following fees by the Wichita Falls Utility Collections Division under Chapter 106, Article IV, Rates and Charges:

4.a.-1 Credit card service fees.

- (1) For payments made via IVR, the City's website, or Kiosk: No more than \$3.00 per \$250.00 charge
- (2) For payments made in person at the Utility Collections' counter: No more than \$3.00 per \$250.00 charge

4.a.-2 ACH Participation. During promotions authorized by the Director of Finance, there will be a one-time \$5.00 credit to accounts for signing up for ACH payment processing.

5. Fire

5a.-1 Miscellaneous Fire Department Fees:

- (1) The following fees shall be assessed and collected for the use or presence of equipment and supplies in fire department responses to open burning permit supervision, vehicle fires and accidents, hazardous material spills and releases, and low water crossing rescues and rescue attempts:
 - For each response to an incident scene involving at least one fire apparatus (engine, truck, rescue/Hazmat, manpower squad, command vehicle, mini-pumper): \$450.00 per day, with a one-day minimum;
 - The actual cost of any consumable used or partly used for the mitigation of any hazardous materials spill or release; and
 - The actual cost of repairing or replacing any nonconsumable item damaged during attempts to mitigate an incident covered under this section.
 - If a vehicle that is the subject of a response is covered by an automobile insurance policy, the occupants of said vehicle will not be billed in accordance with this section for the response, and the responsible vehicle's insurance company will instead be billed for that response.

(Ord. No. 53-2010, § 1, 9-21-2010; Ord. No. 69-2011, § 2, 12-6-2011)

- (2) Pyrotechnic display permit\$100.00; plus \$50.00 per hour for standby fire crew with 2-hour minimum
- (3) Bonfire Standby ... \$50.00 per hour with 2-hour minimum
- (4) Other fire department permits\$50.00

(Ord. No. 69-2011, § 2, 12-6-2011)

5a.-2 General Fire Inspection ... \$30.00 per year for any General Business that does not fall into one of the following categories:

- (1) State-Licensed Healthcare Facility ... \$5.00 per bed, per year
(Hospitals, Nursing and Assisted Living Facilities, Rehab Hospitals)
- (2) Education Campuses (Private and Public) ... \$35.00 per campus, per year
(Elementary, Middle, High Schools, Technical/Career Centers)
- (3) Apartment Complexes ... \$35.00 per building, plus \$20.00 per floor, per year
(Residential Apartments [Single and Multi-Story])
- (4) Hotel/Motel ... \$75.00 per floor, per year
- (5) Hazardous Material Occupancy ... \$150.00 per year
- (6) Outside of city limits inspections ... \$45.00 per hour with 1-hour minimum including follow up inspections.
- (7) Compliance Failure Penalty ... \$25.00 after second failed inspection;
\$50.00 after third failed inspection; \$100 after fourth failed inspection.

5a.-3 New and Updated Fire Alarms and Sprinkler Systems

- (1) Fire Sprinkler Systems
 - a. New fire sprinkler systems ... \$125.00 plus \$25.00 per 5,000 square foot to a maximum of \$500.00
 - b. Alterations/Repairs ... \$40.00 for up to 50 heads; \$80.00 for 51-100 heads; \$125 for 100+ heads
 - c. Subsequent inspections ... \$50.00
- (2) Fire Alarm Systems
 - a. New fire alarm system ... \$75.00 plus \$25.00 per 5,000 square foot to a maximum of \$450
 - b. Alterations/Repairs ... \$40.00 per alarm panel swap; \$40.00 for up to 25 devices; \$80.00 for 26-40 devices; New Alarm System rate for 41+ devices
 - c. Subsequent inspections ... \$50.00

6. Health

6a. Animal Services

- (1) Licenses:

- Spayed or neutered Animal:
 - One-year: \$10.00
 - Two-year: \$15.00
 - Three-year: \$20.00
 - Animal that is not spayed or neutered:
 - One-year: \$30.00
 - Two-year: \$60.00
 - Three-year: \$90.00
 - Dangerous Animal
 - One-year: \$400.00
 - Duplicate city tag: \$7.00
- (2) Annual permits:
- Commercial:
 - Fowl, Rabbit, Guinea Pig, Ferret: \$150.00
 - Grooming Shop: \$150.00
 - Kennel: \$125.00
 - Performing Animal, Petting Zoo, Circus: \$150.00
 - Pet Store: \$150.00
 - Private Animal Shelter: \$150.00
 - Stable, Riding School: \$150.00
 - Permit Reapplication Fee: \$50.00
 - Permit Reinspection Fee: \$25.00
 - Residential:
 - Fowl: \$30.00
 - Livestock: \$75.00
 - Livestock with identification: \$55.00
 - Pet Fancier: \$50.00
 - Project Animal: \$20.00
 - Rabbit: \$25.00
 - Swine: \$45.00
 - Permit Reapplication Fee: \$25.00
 - Permit Reinspection Fee: \$25.00
- (3) Special permits:
- Feral Cat Colony: \$10.00
 - Litter: \$100.00 per litter
 - Sellers: \$250.00 per litter
 - Stud: \$100.00 per breeding
- (4) Impound fees:
- Spayed or neutered Animal.
 - 1st impound: \$45.00
 - 2nd impound in any 36-month period: \$80.00
 - 3rd impound in any 36-month period: \$105.00
 - 4th impound in any 36-month period: \$130.00 + \$25.00 for each additional impound

- Animal that is not spayed or neutered.
 - 1st impound: \$50.00
 - 2nd impound in any 36-month period: \$90.00 ASC will transport to veterinarian for spay/neuter
 - Small Animal (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.) impound: \$10.00
 - Small livestock.
 - Impound Fee: \$65.00
 - Large livestock.
 - Impound Fee: \$125.00
- (5) Daily boarding fees:
 - Small Animal (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.): \$5.00
 - Animal: \$10.00
 - Small livestock: \$20.00
 - Large livestock: \$25.00
- (6) Quarantine fees:

Quarantine Vaccinations\$20

 - Ten-day quarantine fee (to be paid at beginning of quarantine):
 - (a) Initial quarantine \$170.00
 - (b) 2nd quarantine of same animal \$220.00
 - (c) 3rd quarantine of same animal \$320.00
 - (d) 4th quarantine of same animal \$420.00
 - (e) Any subsequent quarantine: \$420.00 + \$100.00 for each additional quarantine.
 - Daily boarding fee after 10-day quarantine: \$25.00 per day
 - Rabies testing in lieu of quarantine: \$50.00
- (7) Animal surrender fee payable by owner:
 - Single animal: \$30.00
 - Litter less than 4 months old – three or less (Mom charged as single animal): \$40.00
 - Litter less than 4 months old – four or more (Mom charged as single animal): \$60.00
 - Animal Pickup Fee: \$15.00 (in addition to surrender fee)
- (8) Deceased animal removal fee:
 - Animal weighing 50 lbs or less: \$20.00
 - Animal weighing greater than 50 lbs: \$30.00
- (9) Trapping:
 - Small trap deposit: \$60.00
 - Large trap deposit: \$155.00
 - Trapping and animal removal fee: \$35.00 for 5 days, and \$10.00 for every day thereafter.
 - Animal removal fee – private trap:
 - Animal weighing 50 lbs. or less: \$20.00

- Animal weighing 50 lbs. or more: \$30.00
- (10) Adoption fees:
- Dog Adoption Fee: \$40.00
 - Cat Adoption Fee: \$40.00
 - Transport Fee to Veterinarian out of City limits: \$25.00
 - Small Animal: (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.) \$10.00
 - Fowl: \$3.00
 - Small Livestock: (goats, sheep, pigs): \$40.00
 - Large Livestock (Horses, donkeys and cows): \$75.00
- (11) Miscellaneous fees:
- Microchipping: \$10.00
 - Rabies voucher: \$12.00
 - Late Fee Permit: \$25.00
 - Late Fee License: \$10.00
 - The health district is hereby authorized to pass along the cost of any veterinary services incurred for the care of an animal to that animal's owner, possessor, or harbinger.

(Ord. No. 67-2011, § 1, 11-15-2011; Ord. No. 58-2012, § 1, 9-18-2012)

6b. Environmental

6b-1. Food Establishment Permit and Certification Fees: There shall be charged the following fees for permits, certifications, and inspections by the Wichita Falls/Wichita County Local Public Health District under chapter 26, article IV, Food and food vendors and establishments:

- (1) Permits:
- Process 1 (low to moderate risk): \$200.00
 - Process 2 (high risk): \$225.00
 - Process 3 (very high risk): \$300.00
 - Temporary events: \$30.00 for non-profit event; \$50.00 for for-profit event
 - An additional permitting fee of \$125.00 will be charged to a food establishment for each of the following activities at the establishment:
 - Meat market
 - Catering
 - Bakery
 - Snack bar
 - Fish market
 - Commissary
 - Produce
 - Dog Patio

- Seasonal Permits: \$175.00
 - Non-profit organizations which are exempt from federal tax liability under 26 U.S.C. 501(c)(3) are exempt from permit fees, unless consideration is charged for the food served.
- (2) Certifications:
- Frozen dessert establishment certification,: \$150.00
 - Frozen dessert operator certification: \$20.00 for each employee valid for two years.
 - Non-profit organizations which are exempt from federal tax liability under 26 U.S.C. 501(c)(3) are exempt from certification fees, unless consideration is charged for the food served.
- (3) Food handler's training certificate:
- Food handler training certificate: \$20.00
 - Replacement food handler's training certificates (lost card): \$5.00
- (4) Re-inspection fees:
- Each inspection: \$75.00
 - Soft-serve sample fee: \$25.00
- (5) Plan review fees:
- New construction: \$150.00
 - Extensive remodel that requires construction: \$100.00
 - Concept change that requires change of equipment: \$100.00
 - Each requested site visit: \$50.00

(Ord. No. 54-2011, § 1, 9-20-2011)

6b-2. Fees for Ambulance Franchises and Permits: There shall be charged the following fees for ambulance franchise applications, franchises, and annual permits issued by the City of Wichita Falls under Chapter 42, Emergency services:

- (1) Initial franchise application fee: \$500.00
- (2) Annual franchise fee: \$100.00
- (3) Annual permit fee per ambulance: \$100.00

(Ord. No. 54-2011, § 1, 9-20-2011)

6b-3. Body Art Fees:

- (1) Annual body art establishment permit fee: \$600.00
- (2) Initial annual body art operator license fee: \$500.00
- (3) Renewal annual body art operator license fee: \$100.00
- (4) Initial testing fee: \$100.00, which covers two attempts to pass the examination, and which amount will be credited toward the initial annual body art operator license fee.
- (5) Additional attempts to pass the examination: \$50.00, which will not be credited toward any license or permit fees.
- (6) Apprenticeship fee: \$100.00

- (7) Temporary tattoo artist fee: \$50.00
- (8) Temporary event permit: \$250.00

(Ord. No. 11-2012, § 2, 3-6-2012)

6b-4. Miscellaneous Fees:

- (1) Foster home inspection fee: \$50.00
- (2) Day care inspection fee: \$100.00
(Ord. No. 54-2011, § 1, 9-20-2011)
- (3) Swimming pool permits: \$200.00 per pool per year.
- (4) Manager of public and semi-public water-related activity operation: \$50.00 per manager per year.
(Ord. No. 54-2011, § 1, 9-20-2011)
Re-inspection fees: ... \$25.00 for each failed water sample
(Ord. No. 54-2011, § 1, 9-20-2011)
- (5) Late charge for renewal of expired division 1 permits: \$25.00 for every month expired.
(Ord. No. 54-2011, § 1, 9-20-2011)

6b-5. Lodging Permit Fee Schedule:

1-10 Rooms: \$100.00
 11-25 Rooms: \$125.00
 26-50 Rooms: \$150.00
 51-75 Rooms: \$200.00
 76-100 Rooms: \$225.00
 101-150 Rooms: \$250.00
 151-200 Rooms: \$300.00
 201+ Rooms: \$350.00

6b-6. Vacuum Truck and Grease Trap Permit Fees:

- (1) Vacuum truck permit fee (per truck): \$150.00
- (2) Grease trap permit fee: \$75.00
- (3) Late fees:
 - Grease trap permit: \$25.00 for every month expired
 - Vacuum truck permit: \$25.00 for every month expired
 - Industrial wastewater permit: Five percent of permit fee
- (4) The rates in this section are for a permit issued for a period of one year. The control authority may prorate the amounts for permits with shorter durations, or, for initial permits only, may increase the amounts by the appropriate factor for a slightly longer period.

(Ord. No. 67-2011, § 1, 11-15-2011) On-Site Sewage Facilities (OSSF) Fees

SYSTEM TYPES		FEES				
	Archer	LAH	Wichita	Archer	LAH	Wichita

Conventional System				\$250	\$250	\$250
Proprietary system w/on-going maintenance				\$275	\$275	\$275
Property transfer				\$150	\$150	\$150
Note: fees cover up to 2 site visits. Extra fee for each additional trip				\$100	\$100	\$100

6c. Laboratory

6c-2. Miscellaneous Laboratory Fees:

- (1) Water testing fees:
 - Total Coliform Water Testing: \$16.00
 - Fecal Coliform Water Testing: \$20.00
- (2) Fees for clinic and medically related services may be set by the city manager.

(Ord. No. 67-2011, § 1, 11-15-2011)

6.d. Donation Boxes

6d-1. Donation Boxes:

- Initial Donation Box Fee ... \$75.00 (site plan review; building permit/inspection)
- Annual Renewal Donation Box Fee ... \$50.00

7. Library

7a. Miscellaneous Library Fees: The following fines and fees for the public library are established:

- (1) Overdue and/or lost materials. Patrons shall be assessed a fine of \$0.15 per workday per item for all overdue materials until the item is returned or the replacement cost is reached. However, a five-day grace period is provided, whereby no fine is charged on items if they are returned within five workdays of the due date. If an item is lost, the patron shall be required to pay a set fee based on the replacement cost of the item and the approximate processing costs involved in accessioning the replacement item.

- (2) Damaged materials. Damaged materials shall be inspected by the library staff, and the charges shall be assessed based upon the degree of damage.
- (3) Lost library cards. A new library card shall be issued as replacement for a lost library card for a charge of \$1.00 for adults and children.
- (4) Photocopying. Patrons may make photocopies or microfilm or microfiche copies or computer printouts for a charge to be determined by option shown on copying machine.
- (5) Nonresident library cards. When new library cards are issued, a fee of \$25.00 shall be assessed to all individuals who reside outside the city limits. This fee shall not apply to nonresident property owners and their immediate family members (i.e., spouse and children who reside at the same residence) who can substantiate payment of current ad valorem taxes to the city. Library cards are valid for one year from the date of issuance.

(Ord. No. 53-2010, § 1, 9-21-2010)

8. Municipal Court of Record

8a. Miscellaneous Court Fees:

- (1) Child Safety Fund Fee\$5.00
State law reference— Fee for child safety authorized, Vernon's Ann. C.C.P. art. 102.014.

9. Parks and Recreation

9a. Athletic Complex Fees:

- (1) Tournament Deposit Fees:
 - Tournament Reservation Security Deposit\$100.00
 - Cleanup, Damage, and Loss Deposit\$200.00
 - Tournament Waiting List Deposit\$100.00
- (2) Facilities Fees:
 - Scorekeeper's Booths/Meeting Room Rental\$50.00 per day plus 100.00 damage deposit
 - Field Rental: per field per day \$75.00
 - Light Use Fee: per hour per field \$15.00
- (3) Practice Fees:
 - Light Use Fee: per 1.5 hours per field \$20.00
- (4) In addition to the above fees, certain percentage-based fees may apply as outlined in relevant portions of the City of Wichita Falls Code of Ordinances.

9b. Athletic & Recreation Fees:

- (1) Athletic Fees:
 - Spring Softball\$350.00

- Fall Softball\$325.00
- Kickball\$300.00
- Flag Football\$225.00
- Volleyball\$200.00
- Basketball\$400.00
- Registration Late Fee\$25.00
- (2) Summer Day Camp Fees: ... \$100.00 per 2-week session
 - Transfer Fee \$15.00
 - Late Registration \$15.00
- (3) Swimming Pool Fees:
 - Admission Fee\$2.00 under 18 or \$3.00 18 & over
 - Swim Lesson Fee\$30.00 per 2 week session
 - Swimming Pool Rental: \$200.00 per two hours
- (4) Tennis Fees:
 - At all times \$3.00 per 1.5 hours per person
 - Tournament Fee \$5.00 per person
 - Annual Permit Fees:
 - Adult (19 & over)\$100.00
 - Juniors (18 & under)\$100.00
- (5) Summer Track Program:
 June 6-July 9 ... \$50.009c. Cemetery Fees:
 - (1) Riverside Cemetery:
 - Single Space\$1,600.00
 - Two Space Lot\$3,200.00
 - Baby Space\$750.00
 - (2) Rosemont and Lakeview:
 - Single Space\$1,300.00
 - Two Space Lot\$2,600.0
 - Baby Space\$550.00
 - (3) Opening /Closing Adult Grave - Includes 1 tent set-up\$813.00
 - (4) Opening/Closing Infant Grave\$375.00
 - (5) Cremation including tent....\$438.00
 - (6) Adult Disinterment\$1,300.00
 - (7) Infant Disinterment\$550.00
 - (8) Lot Maintenance - Steel or Concrete Container\$125.00
 - (9) Lot Maintenance – Wood\$188.00
 - (10) Lot Maintenance - No Container.....\$250.00
 - (11) Overtime Monday - Friday Arrival to cemetery after 3:00 p.m.....\$281.00
 - (12) Overtime Monday - Friday After 3:00 p.m.\$281.00
 - (13) Overtime Saturday\$625.00
 - (14) Additional Tent Set-up\$94.00
 - (15) Cemetery Transfers.....\$25.00 per burial site

9d. Mobile Stage Fees

- (1) Reservation Deposit\$100.00
- (2) Stage Rental Fee\$525.00 per day
- (3) Cleanup & Damage Deposit\$1000.00
- (4) Call Back Fee\$50.00 per occasion
- (5) Generator Fee\$75.00 per day
- (6) Decorative Skirting\$15.00 per day
- (7) Sound System\$100.00 per day

9e. Miscellaneous Parks Fees:

- (1) RV Park Usage Fee\$17.00 per day per site
- (2) 50 Plus Zone Membership Fee\$30.00 per year
- (3) Log Cabin Rental Fees:
 - Cleanup & Key Deposit\$115.00
 - Rental Fee (4 Hour Block)\$60.00
 - Rental Fee (5 Hour Block)\$70.00
 - After-hours key pickup \$30.00
- (4) Recreation Center Meeting Room Rentals:
 - Large Room Rental Fee (4,500 sq. ft.)\$60.00 per four hours plus \$50.00 deposit
 - Small Room Rental Fee (1,050 Sq. ft.)\$40.00 per four hours plus \$50.00 deposit
- (5) Park Shelter Rental ... \$15.00 per four hours

10. Police

10a. Accident Investigation Reports:

- (1) Accident Investigation Reports Fee higher of \$6.00 or maximum allowed statutory fee
- (2) Certification Fee\$2.00
Code 1966, § 29-17(b), Trans. Code Sec. 550.065(d))

10b. Alarm Permits:

- (1) Issuance Fee\$25.00
- (2) Permit Renewal Fee\$15.00
- (3) Late Permit Renewal Fee ...\$25.00
- (4) Alarm Service Fees:
 - \$50.00, if the location has more than three but fewer than six false alarms in the preceding 12-month period.
 - \$75.00, if the location has more than five but fewer than eight false alarms in the preceding 12-month period.
 - \$100.00, if the location had eight or more false alarms in the preceding 12-month period.

10c. Towing and Rotation Contracts:

- (1) New or Renewal Permit\$15.00
- (2) New or Renewal Rotation Contract\$200.00
- (3) Public Safety Fee on Police Tows ... \$25.00

10d. Miscellaneous Police Fees:

- (1) Vehicle Storage Preservation Fee\$20.00
(V.T.C.A., Occupations Code ch. 2303)
- (2) Certified Copies of Criminal Offense Reports ...\$2.00"

11. Public Works

11a. Construction in the Right-of-Way.

11a-1. Construction in the Right-of-Way Fees:

- (1) Excavation \$53.75
- (2) Drive Approach \$10.00Each Additional Approach \$5.00
 - Drive Approach with Sidewalk and/or curb ... \$0.15 per linear foot of sidewalk and/or curb
- (3) Sidewalk and/or Curb Work only \$10.00 plus \$0.15 per linear foot of sidewalk or curb
- (4) Median Cut Permit Application Fee \$5.00
- (5) Network Nodes
 - Single Node Permit Fee \$250
 - \$500 for up to 5 Network Nodes and \$100 for each additional Network Node
 - Annual Network Node rental rate \$250 per Network Node
- (6) Node Support Poles \$1,000 for each pole
 - City Owned Service Pole \$20 per node.
- (7) Transfer Facility \$500 for up to 5 Network Nodes for connectivity purposes, \$100 per Network Node for each additional node thereafter.
 - Monthly Transfer Facility rental rate \$28 per network node site.
- (8) Reinspection Fee (if required) \$10.00

11b. Sanitation, Sewage, & Stormwater

11b-1. Abnormal Sewage Surcharges:

- (1) Abnormal BOD\$0.075 per 100 cubic feet of water usage for each unit or fraction of 300 mg/l in excess of 300 mg/l
- (2) Abnormal TSS\$0.075 per 100 cubic feet of water usage for each unit or fraction of 300 mg/l in excess of 300 mg/l
- (3) Abnormal fats, oils, and grease\$0.075 per 100 cubic feet of water usage for each unit or fraction of 200 mg/l in excess of 100 mg/l.

11b-2. Commercial Landfill and Transfer Station Charges:

- (1) Municipal/industrial solid waste hauled to landfill, per ton\$30.80
- (2) Municipal/industrial solid waste hauled to transfer station, per ton\$40.15
- (3) Tires hauled to the transfer station, per ton\$200.00
- (4) Source-separated compostable organics hauled to the landfill, per ton\$19.80
- (5) Contract haulers and private firms hauling commercial and certain industrial waste in a minimum annual amount of 800 tons may negotiate a disposal charge by written contract with the city manager. The city manager shall negotiate a rate profitable to the city after considering current market conditions and the city's disposal costs.
- (6) Commercial haulers will be assessed the appropriate user fee for the use of the landfill or transfer station. All governmental entities, excluding the city, shall be charged the commercial rate.
- (7) Municipal solid waste from a city residence which is assessed the residential rate may be disposed of at the landfill or transfer station without charge. The residential customer must show proof of residency with a valid ID and active account information. If the hauler is being compensated for the hauling, then the hauler will be considered a commercial hauler and a disposal fee shall be assessed. The sanitation superintendent or disposal site supervisor shall have the authority to determine if a fee is to be assessed in situations not otherwise covered by city ordinance.
- (8) Any hauler who delivers solid waste material to the landfill or transfer station shall be charged a loose materials fee of \$25.00 unless the following conditions are met:
 - Waste material is completely covered with a tarp, cargo net, wire screen or other covering adequate to prevent the trash or other refuse from escaping therefrom, and said covering shall be securely tied to the bed of the vehicle or trailer, or
 - Large waste material items must be securely tied to the bed of the vehicle or trailer with ropes or straps adequate to prevent the large items from escaping therefrom, or
 - Brush or tree limbs must be securely tied to the bed of the vehicle or trailer with ropes or straps of adequate strength and number, or covered completely with a tarp, cargo net, wire screen or other covering adequate to prevent the trash or other refuse from escaping therefrom, or
 - The waste material is completely enclosed by the load-carrying compartment of the vehicle.
- (9) The purchase price for compost shall be \$12.50 per cubic yard with a three-yard minimum.

11b-3. Solid Waste Removal Rates and Charges:

- (1) Single-family unit:
 - Alley collection\$23.11 per month
 - Curbside automated collection\$16.48 per month
- (2) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than ten feet but less than 50 feet from the curb\$41.66 per month
- (3) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than 50 feet but less than 100 feet from the curb\$51.09 per month
- (4) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out the municipal solid waste more than 100 feet from the curb\$60.53 per month
- (5) Multifamily units on one meter, excluding apartment complexes and mobile home parks, per unit:
 - Alley collection\$23.11 per month
 - Curbside automated collection\$16.48 per month
- (6) Multifamily units on separate meter, excluding apartment complexes and mobile home parks, per unit:
 - Alley collection\$23.11 per month
 - Curbside automated collection\$16.48 per month
- (7) Apartment houses and complexes, which receive curbside automated collection, all residential units therein, each unit\$16.48 per month
- (8) Mobile home parks, which receive curbside automated collection, all occupied mobile home spaces therein, each space\$16.48 per month
- (9) Commercial and business establishments, which receive curbside automated collection, shall be charged \$37.84 per month.
- (10) Commercial and business establishments, apartment complexes and mobile home parks and the city housing authority which receive sanitation container system service for the removal of municipal solid waste shall be regulated under the rates and rules as provided in this subsection, as routes for such service are established by the city. Under the sanitation container system service, the city will furnish a container to be used in the collection and removal of municipal solid waste. The monthly charges will be determined from the following schedule; these charges are based on the container size and number of collections per week, with twice per week service being the minimum allowable service:

Container Size (cubic yard)	Pickups Per Week	Monthly Charge Per Container
3	2	\$113.58
3	3	\$170.24
3	4	\$227.00
3	5	\$284.13
3	6	\$340.47

4	2	\$128.63
4	3	\$192.97
4	4	\$257.26
4	5	\$321.60
4	6	\$386.58
6	2	\$227.16
6	3	\$340.53
6	4	\$454.00
6	5	\$568.21
6	6	\$680.84
8	2	\$245.87
8	3	\$368.83
8	4	\$491.73
8	5	\$614.75
8	6	\$737.60

Any customer who pays the rate set forth in this subsection for containers and has been furnished the containers may upon request be furnished additional containers. The rate increase is to be determined by the schedule in this subsection. A charge of \$47.33 per container will be made for each change in size or number of containers serving a site when such change is requested by the customer. When containers can serve several adjacent business institutions, they will be required to use the same container and pay a pro rata part of the charge. The minimum charge per business will be \$37.84. When multiple businesses are served by one meter, each business will be charged the minimum fee. Additional pickups will be made at \$63.07 per container. Nothing outside the container will be removed for the container fee.

- (11) Commercial Dumpster Lock, per month....\$5.00
- (12) Commercial Compactor Service
 - Commercial compactors serviced by the city will be charged based on fees set in subsection (10) based on size and at least twice per week service.
- (13) Service rendered outside the corporate limits shall be 200 percent of the rates set out in this section.
- (14) Automated curbside service rates will be calculated on the same basis as subsections (1) through (9) of this section. Additional automated curbside service may be added to any account for a rate, for each additional container, that is 50 percent of the established rate.
- (15) Replacement deposit on curbside container if abuse or neglect is determined shall be \$61.25 per container.

- (16) The charges for ten cubic yard roll-off service are as follows:
- Delivery/pickup fee\$80.35
 - Reset Fee \$44.65
 - Per day rental, first ten days\$5.35
 - Per day rental, after ten days\$11.60
 - Landfill charge for refuse, per ton\$30.80
 - Landfill charge for compostable organic material, per ton\$19.80
- (17) Payload Service:
- Initial trip charge \$31.20
 - Plus loading fee \$2.10 per minute
- (18) Automated Curbside Organic Reuse:
- Residential 96-gallon cart ... \$3.00 per month
 - Residential customers must maintain the organic reuse service for a minimum of six months or be charged a pick up fee of \$12.50.
 - In order to participate in the twice-per-year compost give-away, residential customers must participate in the organics reuse program for 45 days prior to a scheduled give-away.
 - Commercial 96-gallon cart ... \$7.00 per month
 - Commercial customers are not allowed to participate in the compost give-away program.
- (19) Commercial Dumpster Organic Reuse:

Container Size (cubic yard)	Pickups Per Week	Monthly Charge Per Container
3	1	\$51.01
4	1	\$57.77
6	1	\$102.03
8	1	\$110.45

- (20) Recycling Site by others Permit Fee:
- Minimum Permit Fee: \$600 per year
 - For every cubic yard of service greater than 3 cubic yards, the permit fee will be increased \$100 per cubic yard per year
 - Recycling Material Transporter Registration Fee: \$150 per year to include a surety bond in the amount of \$2,000 and a certificate of insurance for property liability in the amount of \$500,000 per Section 90-188 of the Code of Ordinances

11b-4. Sewer Service Rates:

- (1) Retail User Monthly Minimum\$7.53 per full billing cycle
- (2) Monthly Sewer Usage Rate(Non-Residential).....\$1.75 for each 100 cubic feet of water
- (3) Monthly Sewer Usage Rate (Residential)based upon the average winter months' water usage

11b-5. Water Connection Application Deposits:

- (1) Fees & Minimum Deposits:
 - Single-Unit Residential Meters\$100.00
 - Duplexes, Apartments, Mobile Home Park Meters
 - Each Unit or Occupiable Space\$75.00
 - Minimum\$110.00
 - Business, Commercial, and Industrial Meters.....Estimate of a two-month bill, \$110.00 minimum
 - Special-Purpose Meters (e.g. Yard Sprinklers, Pools).....\$75.00 per service connection
- (2) Builder Deposit for New Construction Site\$110.00

11b-6. Water Usage Rates:

- (1) The minimum monthly bill for all metered treated water service shall be as follows exclusive of any water volume charge:

Meter Size (inches)	Minimum Bill
3/4	\$17.91
1	\$36.28
1½	\$66.89
2	\$103.62
3	\$189.37
4	\$311.84
6	\$618.00
8	\$1,095.64
10	\$1,708.10

- (2) For consumption, the rates per 100 cubic feet for single-family units and multi-family units up to four units shall be at an inclining block rate as follows:
 - First 200 cubic feet of water at \$3.64 per hundred.
 - Next 800 cubic feet of water at \$3.81 per hundred.
 - Next 1,000 cubic feet of water at \$3.99 per hundred.
 - Next 2,000 cubic feet of water at \$4.36 per hundred.
 - Next 2,000 cubic feet of water at \$4.61 per hundred.
 - Next 6,000 cubic feet and above of water at \$4.89 per hundred.
 - Specific use meters installed for lawn sprinklers, swimming pools, and other nondomestic uses will also be billed at the inclining block rate described above.
- (3) For Reilly Road Water Fill Station customers, the rates shall be:
 - City residents\$6.73 per thousand gallons of water.

- Non-city residents\$13.46 per thousand gallons of water.
 - Non-resident service fee\$25.00 per month.
- (4) For multi-family units having 5 or more units, and all other non-residential use meters, the rate shall be a flat rate of \$3.90 per hundred cubic feet.
 - (5) During the first and last billing cycle in which an account is active, the minimum monthly bill shown in this section shall be prorated for the number of days the account is active; the prorated daily charge shall be based on a 30-day month. The amount charged in the first and last billing cycle for water consumed and the prorated minimum bill shall not exceed the charges for the same amount of water in a full billing cycle.
 - (6) The current rate structure for raw water retail customers inside the corporate city limits is as follows:
 - Minimum bill, per month\$ 17.91
 - Volume charge per 100 cubic feet for consumption0.52
 - Retail treated and raw water customers outside the corporate city limits will pay two times the above rates.
 - (7) Wholesale Water Rates: The following rates are approved for the indicated category of wholesale water customer, and shall apply unless a contract expressly provides for fees to be charged or calculated in a different manner than as shown below:

Category	Per 1,000 Gallons	Per 100 Cubic Feet
Treated water transmitted (TWT)	NA	\$3.9097
Raw water only (RWO)	\$0.6063	NA

The rates in the above part of this section shall apply to the following contract customers. Unless otherwise shown, the applicable rate will be effective during the first full billing cycle after October 1 of the year in which the rate was modified, and thereafter:

Customer	Rate Category	Remarks
Sheppard Air Force Base (SAFB)	TWT, sole source	Pump station meter
Sheppard Air Force Base	TWT	Capehart housing meter
Sheppard Air Force Base	TWT	Puckett Tower Meter
Archer Co. Municipal Utility Dist. #1	TWT	
City of Burkburnett	TWT	
Dean Dale Water Supply Corporation	TWT	

Friberg-Cooper Water Supply Corporation	TWT	
City of Holliday	TWT	
City of Iowa Park	TWT, sole source	
City of Lakeside City	TWT	
Town of Pleasant Valley	TWT	
City of Scotland	TWT	
City of Olney	RWO	
City of Archer City	RWO	
Red River Authority of Texas	TWT	Lake Arrowhead System
Windthorst Water Supply Corporation	TWT	
Wichita Valley Water Supply Corporation	RWO	Lake Kickapoo Meter
Wichita Valley Water Supply Corporation	TWT	Wranglers Retreat Meter

(8) Credit Card Convenience Fee\$3.00 per transaction.

(9) City Utilities Division Fees for Service:

- Standard water tap: A three-quarter-inch or one-inch water tap that does not exceed 15 feet of service line. Excavation is performed in soil using a backhoe and no additional construction (e.g. cutting of asphalt or concrete; underground boring or specialized construction to avoid other utility lines, etc.) is required.

Size of Tap	
3/4"	\$1,497
1"	\$1,620

- Non-standard water tap: A water tap that is larger than one inch or that includes a service line longer than 15 feet; requires underground boring, breaking of concrete or asphalt in street, alley or behind curb, or other non-standard construction techniques such as carrier pipe encasement or excavation by a means other than backhoeDetermined by job estimate using standard charges.
- Standard sewer tap: A sewer tap installed on an existing sewer main line or manhole using standard equipment and materials where the property owner or agent has excavated and no additional

preparation by the city is required, and where the excavation meets OSHA standards for trench/excavation safety.

Type Tap	
Pipe	\$119.49
Manhole	\$300.00

- Non-standard sewer tap: A sewer tap where non-standard equipment or materials are required; additional preparation by the city is required; or trench/excavation safety to meet OSHA standards must be achieved by the cityDetermined by job estimate using standard charges.
- Standard charges for labor, equipment and materials. The following standard charges for labor, equipment and materials will be used to estimate non-standard water and sewer taps and other special utility-related services:

Item	
Labor (Normal duty hours)	\$22.50/hour
Labor (Overtime)	\$33.75/hour
Materials	Current cost City + 10% for Administration & Warehousing
Backhoe/ditcher/front-end loader	\$63.50/hour (4-hour min.)
Crew truck with tools	\$40.00/day (1/2 day min.)
Sewer rod truck, or jet cleaner with crew	\$80.00/hr (Normal duty hours) \$112.50/hr (Overtime)
Sewer Recycle Unit with crew	\$160.00/hr (Normal duty hours) \$225.00/hr (Overtime)
Air compressor	\$33.00/hr (2-hour min.)
Tap machine (6" and smaller)	\$200.00/job
Tap machine (larger than 6")	\$364.00/job
Lighted arrow board	\$132.25/day (1/2 day min.)
Standard barricading of excavation: use of not more than 3 Type I barricades w/lights as necessary and/or plastic fencing, 3 standard traffic signs and 6 standard traffic cones. Includes 1 on-site check per day.	\$86.00/day (1/2 day min.)

Standard manhole (5' deep)	\$1,891.50 plus \$380/ft. over 5'
Fire Hydrant (installed)	Determine by job estimate using standard charges

- Standard charges for general services: The price for the general utility-related services shown below will be as indicated:

Service	
Meter size reduction or increase	Determine by job estimate using standard charges
Underground boring without casing (up to 60') (for 1" and less)	\$476.10/job
Underground boring without casing	Diameter in Inches X \$4 + \$4/linear foot
Underground boring with casing	Boring cost plus materials cost
Shoring (if required for other services)	\$264.50/day
Backfill and Pavement Repair:	
Labor (Normal duty hours)	\$22.50/hour (2-hour min.)
Labor (Overtime)	\$33.75/hour (2-hour min.)
Materials	Current cost City + 10% for Administration and Warehousing
Backhoe	\$33.36/hour (2-hour min.)
Front End Loader	\$47.17/hour (2-hour min.)
Dump Truck	\$72.05/hour (2-hour min.)
Crew truck with tools	\$20.00/hour (2-hour min.)
Pavement repair for water tap	\$475.00/job min.

Unload septic waste from vacuum truck at City Wastewater Treatment Plant	\$0.08 per gallon for loads originating within city limits; \$0.16 per gallon for loads originating outside city limits
Laboratory testing of septic loads with excessive levels of FOG, TSS, or BOD or with other constituents not acceptable at plant.	Commercial lab cost plus 10% for administration and handling
Dewatering and disposal of grease and/or grit waste at City Waste-water Treatment Plant	N/A - refer customer to private Type 5 facility
Returned check (no cut-off required)	\$30.00
Cut-off/reconnect as per request of customer	\$30.00
Service Disconnect and Restoration Fee	\$30.00 plus \$20.00 extra if same day reconnect requested
Remove meter (up to and including 1")	\$66.00 plus deposit or payment
Remove meter (larger than 1")	Determine by job estimate using standard charges
Meter Reset for Pre-existing Residence (up to and including 1")	\$500.00, unless within 5 years after removal of the meter
Meter Reset for Pre-Existing Residence (larger than 1")	Determine by job estimate using standard charges
Padlock and saddle damage	\$37.00
Water-off lid (customer damage)	\$53.00
Cut-off/replacement (customer damage)	\$125.00
Meter damage (customer tampering) up to 1"	\$66.00 plus parts
Remove/install cut-off and install/remove plug customer service line (up to 1")	\$190.00

Additional measures to prevent illegal use of water	Determine by job estimate using standard charges
Meter test (of accurate meter) (up to 1")	\$72.75
Meter test (of accurate meter) (larger than 1")	Determine by job estimate using standard
Reread (reading accurate)	\$20.00
Establish temporary water Account	\$20.00 (includes establishment of account, turn-on/turn-off of water)
Deposit for Fire Hydrant Meter	\$1,900.00 meter deposit plus \$100.00 billing deposit
Manual invoicing (minimum charge)	\$22.50/hr., 1 hr. min.
Standard barricading of excavation: use of not more than 3 Type I barricades w/lights as necessary and/or plastic fencing, 3 standard traffic signs and 6 standard traffic cones. Includes 1 on-site check per day.	\$86.00/day (½ day Min.)

11b-7. Industrial Wastewater Discharge Permit Fees

(Charged pursuant to chapter 106, Article VII, Regulations for Disposal of Industrial Waste):

Category 1:	Metal Finishers	\$2,200.00
Category 2:	Centralized Waste	\$2,000.00
Category 3:	Steam/Electric Generation	\$1,100.00
Category 4:	Electroplating	\$2,100.00
Category 5:	Laundry	\$1,000.00
Category 6:	Non-Classified	\$1,000.00
Category 7:	Glass Manufacturing	\$1,000.00
Category 8:	Non-Significant Industries	\$800.00

11b-8. Miscellaneous Water/Sewer/Sanitation/Stormwater Fees:

- (1) New landscaping fee during Stage 1 & 2 drought.....\$50
- (2) New Landscaping Water Rate during Stage 2 ...3 x normal rate over 10 ccf

- (3) Stormwater fee\$5.00 per unit. Maximum commercial fee \$1,666.65 per month
- (4) Street Sweeper Fee\$83.00 per hour. Minimum 2-hour charge.
- (5) Engineering Construction Bid Plan Set \$35.00
- (6) Late Payment Fee \$25.00 for every 30 days after due date
- (7) Municipal Settings Designation (MSD) Application Fee\$2,500.00
- (8) Industrial Water Reuse Rate....\$3.73/1000 ccf"

12. Property Management

12.a Miscellaneous Fees & Liens:

- (1) Administrative Fee For Abatement\$ 125.00 per lot or parcel
- (2) Dangerous Weeds and Grass Abatement fee \$125.00 per lot or parcel

State law reference— Similar provisions, V.T.C.A., Health and Safety Code § 342.007.

12.b. Easement, License, Abandonment, or Encroachment Agreement Fees:

- (1) General default.....\$1,000
- (2) Sidewalk Encroachment\$250.00
- (3) Trail Connection Encroachment.....\$0

12.c Lake Lot Fees

- (1) Annual Fee:
 - Pier: \$75.00 (2004)
 - Boathouse: \$150.00 (2004)
 - Crappie House: \$150.00 (2004)
- (2) Pier, Boathouse, and Crappie House
 - Applications: ...\$50.00 one-time fee (1998)
- (3) Transfer Fees:
 - Old Leases: \$75.00 per lease
 - Current Leases: \$200.00 (1994)
- (4) Waterfowl Hunting Permit..... \$50.00
- (5) Late Payment Penalty.... \$100.00

3. The fee schedule established by this ordinance shall be made available to the public through the Office of the City Clerk, and be published online in such a manner as to be available to the public.

4. Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

5. To the extent that the Code of Ordinances establishes the existence of a fee, this ordinance will govern the amount of that fee, but this ordinance shall not be codified.

6. This ordinance shall take effect March 17, 2022 and it is so ordained.

PASSED AND APPROVED this 15th day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution to consider economic benefits and support for a proposed affordable housing tax credit project, Pioneer Crossing, at 3110 Central Freeway, Wichita Falls, Texas from WF Pioneer Crossing, LLC.

INITIATING DEPT: Development Services/Planning

STRATEGIC GOALS: Accelerate Economic Growth

STRATEGIC OBJECTIVES: Look for Post Pandemic Economic Opportunities

COMMENTARY:

- January 10, 2022 - The City received a request for support from WF Pioneer Crossing, LLC. for their forthcoming application for 2022 Housing Tax Credits with the Texas Department of Housing and Community Affairs (TDHCA). The group is proposing *Pioneer Crossing* which would add 72 income-qualified apartment units (1bd-32; 2bd-37; 3bd-3) plus 8 market-rate in a new 80-unit complex for families on a vacant tract of land situated along Central Freeway, north of Airport Drive at 3110 Central Freeway.
- January 13, 2022 – TDHCA releases pre-application log; Region #2 (urban category) three proposed projects all listed for Wichita Falls; none in competing Abilene; state funding allocation sufficient to only support one project.
- February 15, 2022 – Council review of LIHTC project economic merits and consider resolution of local support.
- March 1, 2022 – Deadline for project submittals to the TDHCA.
- July 31, 2022 (on or before) – Determinations of funding for state-wide submittals by TDHCA.
- Spring 2023 – Construction begins with project completion Dec. 2024.

The resolution of local support, if approved, represents a portion of the competitive application requirements from the developer to the TDHCA to the end of obtaining top scores for the annual affordable housing tax credit program. Additionally, the proposed resolution includes a commitment by the City of streamlined plan and permit review (estimated value \$500).

This project would add 72 income-qualified apartment units that include:

- 32 – 1 bedroom apartments
- 37 – 2 bedroom apartments
- 3 – 3 bedroom apartments

The project would also have 8 market-rate apartments (i.e. not income-qualified) for a total of 80-units in the new complex for families.

This property is currently a vacant tract of land situated along Central Freeway, north of Airport Drive (directly south of Sealed Air Corporation [Cryovac]) at 3800 Central Freeway.

Potential benefits of this project include:

- Increasing the availability of affordable housing units for families in need for assistance.

Other Site Factors for Consideration:

- Project is a new build which will require connection and extension (developer cost) of water/sewer infrastructure.
- Location site is immediately south of a heavy industrial zone and does have access constraints for persons on fixed incomes.
- The City's Public Transit Route 4/North does utilize Central Freeway, but the closest point of access is along Airport Drive and near Wal-Mart. This would mean that residents would have to walk either along Central Freeway to the Wal-Mart site or an access agreement for the tract directly south of the property would have to be acquired by the developer.

Staff recommends the City Council hear and consider the developer's request.

☒ **Director of Development Services**

☒ **Assistant City Manager**

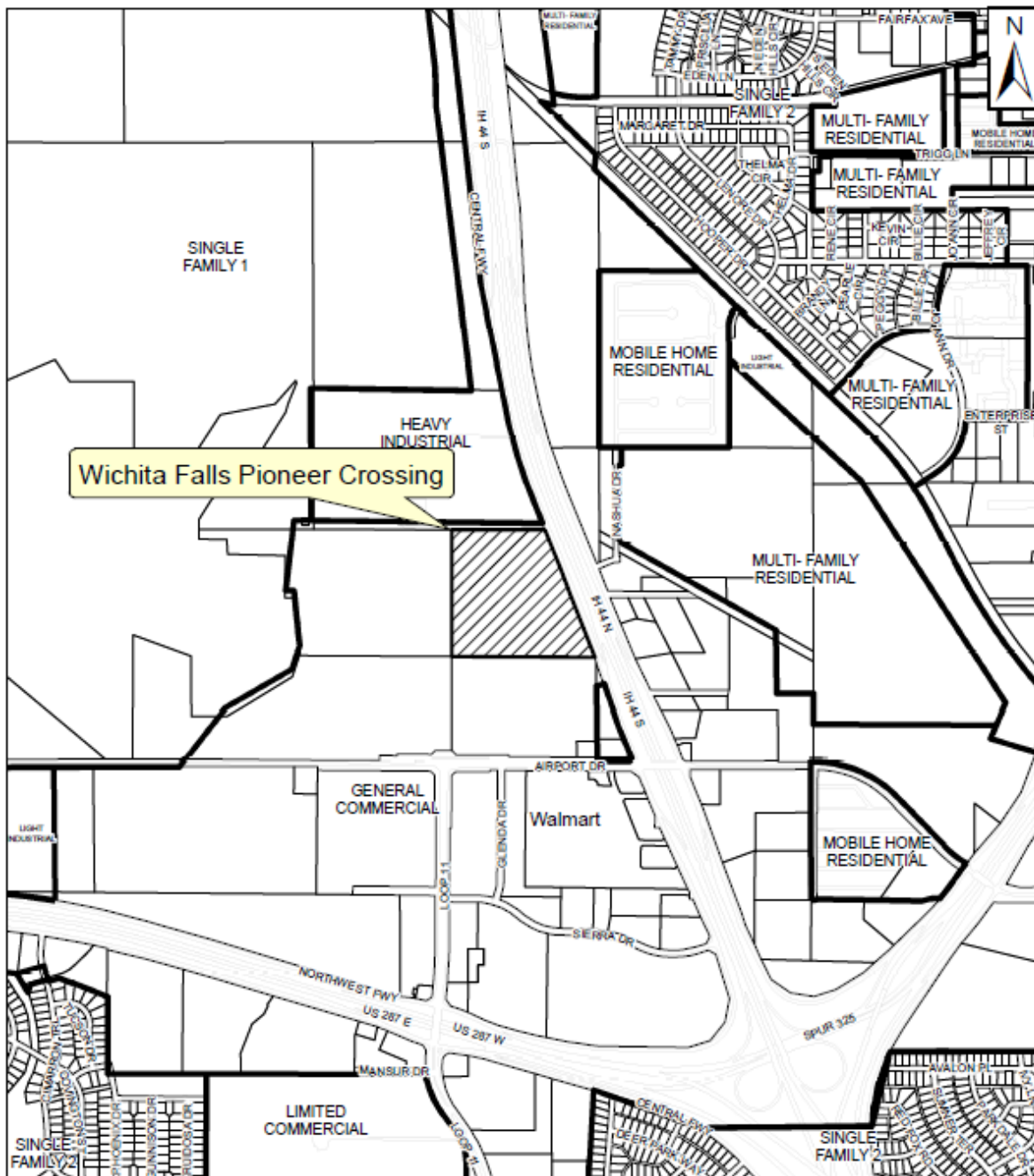
ASSOCIATED INFORMATION: Exhibit A – Location/Zoning Map, Exhibit B - Aerial Map, Exhibit C - Project Site Layout, Exhibit D – Architectural Rendering/Photos; Resolution

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**




Exhibit A – Location/Zoning Map – Proposed Pioneer Crossing



Wichita Falls Pioneer Crossing
Central Freeway
Location Map

0 0.1 0.2 0.4 Miles

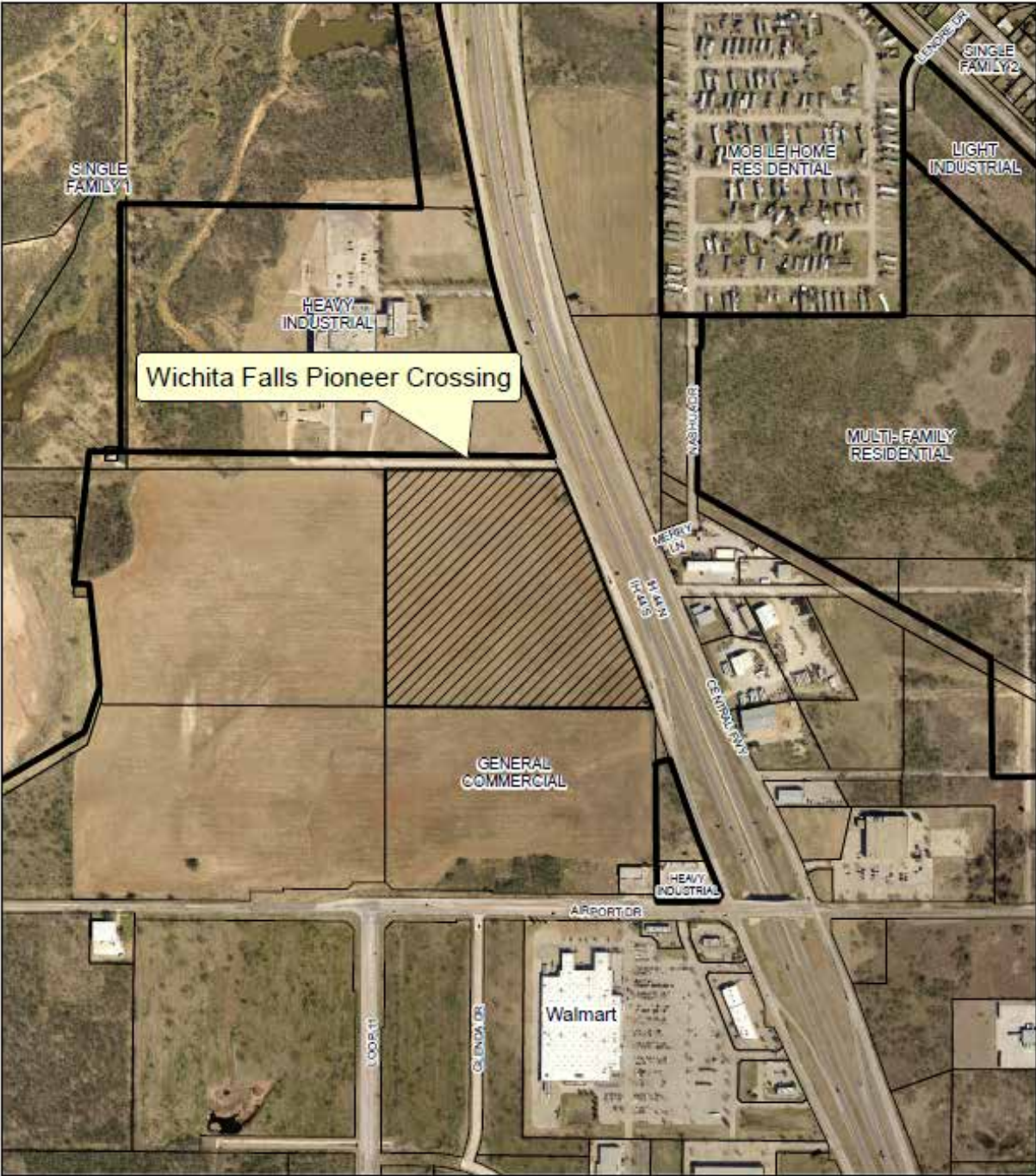
Legend

-  Subject Property
-  Parcels
-  Zoning Boundary

Disclaimer:
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided, regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022

Exhibit B - Aerial Map – Proposed Pioneer Crossing



Central Freeway
Wichita Falls Pioneer Crossing
Aerial Map

Disclaimer
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map as of the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022

- Legend**
- Subject Property
 - Zoning Boundary
 - Parcels



Exhibit C – Site Layout for the Proposed Pioneer Crossing



**Exhibit D – Architectural Renderings/Photos of Similar Affordable Housing:
The Reserve at San Marcos, Texas (2020 Project)**

Potential Affordable Housing Tax Credit Amenities:

Clubhouse; Fitness Rooms; Barbeque Grills/Picnic Tables; Pet Park; Garden Areas; Internet
Computer Lab/Library; Planned Resident Activities



**Exhibit D – Architectural Renderings/Photos of Similar Affordable Housing:
The Reserve at San Marcos, Texas Cont'd**



Interior Unit Features and Views



Resolution No. _____

Resolution to consider economic benefits of and support for a proposed affordable housing tax credit project, Pioneer Crossing, at 3110 Central Freeway, Wichita Falls, Texas from WF Pioneer Crossing, L.L.C.

WHEREAS, WF Pioneer Crossing, L.L.C. ("Applicant"), have requested support from the City of Wichita Falls for new construction of affordable family housing units named Pioneer Crossing located at 3110 Central Freeway, Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant intends to submit an application for affordable rental housing units to the Texas Department of Housing and Community Affairs ("TDHCA") for an allocation of the 2022 Competitive 9% Housing Tax Credits within Region #2, Urban Category, in the City of Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant, has proposed a development for a new affordable multi-family housing development with a combination of market rate units; and

Whereas, there is a TDHCA scoring item that requires a de minimis commitment of development funding by the local political subdivision (City of Wichita Falls) who confirms the City of Wichita Falls will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for the development; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

1. The governing body of the City of Wichita Falls supports new opportunities to encourage the development of quality, affordable housing for its' residents.
2. The City of Wichita Falls acting through its governing body, hereby confirms its support for the proposed Pioneer Crossing to be located at 3110 Central Freeway, a new affordable housing development for families; and this formal action is taken to put on record the opinion expressed by the City of Wichita Falls.
3. This resolution supports and is intended to allow WF Pioneer Crossing, L.L.C. to receive funding from Texas Department of Housing and Community Affairs (TDHCA) Competitive 9% Housing Tax Credits for Pioneer Crossing located at 3110 Central Freeway in the City of Wichita Falls.
4. This resolution of support is intended to allow the Applicant to receive the maximum number of scoring points in relation to its Housing Tax Credit (HTC) application for Pioneer Crossing, an affordable rental development project to be located in Wichita Falls.

5. The governing body of the City of Wichita Falls confirms it will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for site plan and permit review for Pioneer Crossing.

6. The governing body of the City of Wichita Falls is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs (TDHCA).

7. This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this the 15th, day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution to consider economic benefits and support for a proposed affordable housing tax credit project, Center Park Gardens, at 500 Scott Avenue, Wichita Falls, Texas from Center Park Gardens L.P., a component of JES Holdings, LLC.

INITIATING DEPT: Development Services/Planning

STRATEGIC GOALS: Redevelop Downtown; Accelerate Economic Growth

STRATEGIC OBJECTIVES: Create a Live, Work, Play Downtown; Support Neighborhood Revitalization

COMMENTARY:

- January 6, 2022 - The City received notice from JES Holdings, LLC., requesting a resolution of support of their forthcoming application from Center Park Gardens L.P. for 2022 Housing Tax Credits with the Texas Department of Housing and Community Affairs (TDHCA). The group is proposing *Center Park Gardens* which would add 50 income-qualified apartment units geared specifically for persons aged 55+ (1bd-15; 2bd-35), and would redevelop the former bank property situated at 5th and Scott Ave on 1.82 acres.
- January 13, 2022 – TDHCA releases pre-application log; Region #2 (urban category) three proposed projects all listed for Wichita Falls; none in competing Abilene; state funding allocation sufficient to only support one project.
- February 15, 2022 – Council review of LIHTC project economic merits and consider resolution of local support.
- March 1, 2022 – Deadline for project submittals to the TDHCA.
- July 31, 2022 (on or before) – Determinations of funding for state-wide submittals by TDHCA.
- Spring 2023 – Construction begins; project completion Dec. 2024.

The resolution of local support, if approved, represents a portion of the competitive application requirements from the developer to the TDHCA to the end of obtaining top scores for the annual affordable housing tax credit program. Additionally, the proposed resolution includes a commitment by the City of streamlined plan and permit review (estimated \$500 value).

This project proposes 50 income-qualified units specifically for individuals aged 55+, including:

- 15 – 1 bedroom units
- 35 – 2 bedroom units

Potential benefits of this project include:

- Continued revitalization opportunities in the north end of downtown as a redevelopment project along a key gateway corridor outlined in the Downtown Master Plan/Zoning Diagnostic.
- Meeting needs for providing affordable housing to individuals age 55+.
- Removal of a currently vacant structure and construction of a new facility.
- Project site also has existing infrastructure access.
- Tenants would have readily accessible public transportation routes being one block from the downtown travel center.

The proposed location is a portion of the former First Wichita/Bank of America/Chase Bank drive-through banking location, just east of MPEC. If the development were to come to fruition, such would include the razing of the former banking facility. The proposed development team has obtained an option on the property through most of 2022 to include the decision-making timeline by the state for the award of the tax credits.

Staff recommends the City Council hear and consider the applicant's request.

☒ **Director of Development Services**

☒ **Assistant City Manager**

ASSOCIATED INFORMATION: Exhibit A – Location/Zoning Map, Exhibit B - Aerial Map, Exhibit C - Project Site Layout, Exhibit D – Architectural Rendering/Photos; Resolution

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**




Exhibit A – Location/Zoning Map – Proposed Center Park Gardens



Center Park Gardens
Scott Avenue
Location Map

0 0.05 0.1 0.2 Miles

Legend

-  Subject Property
-  Parcels
-  Zoning Boundary

Disclaimer
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls makes no liability for any errors, omissions, or inaccuracies in the information provided, regardless of how caused. This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022

Exhibit B - Aerial Map – Proposed Center Park Gardens



Scott Avenue
Center Park Gardens
Aerial Map

Disclaimer
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided, regardless of how caused. This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or planning purposes. It shall not be used as a basis for any action or decision. The City of Wichita Falls is not responsible for any errors or omissions in this map.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022

Exhibit C – Site Layout for the Proposed Center Park Gardens

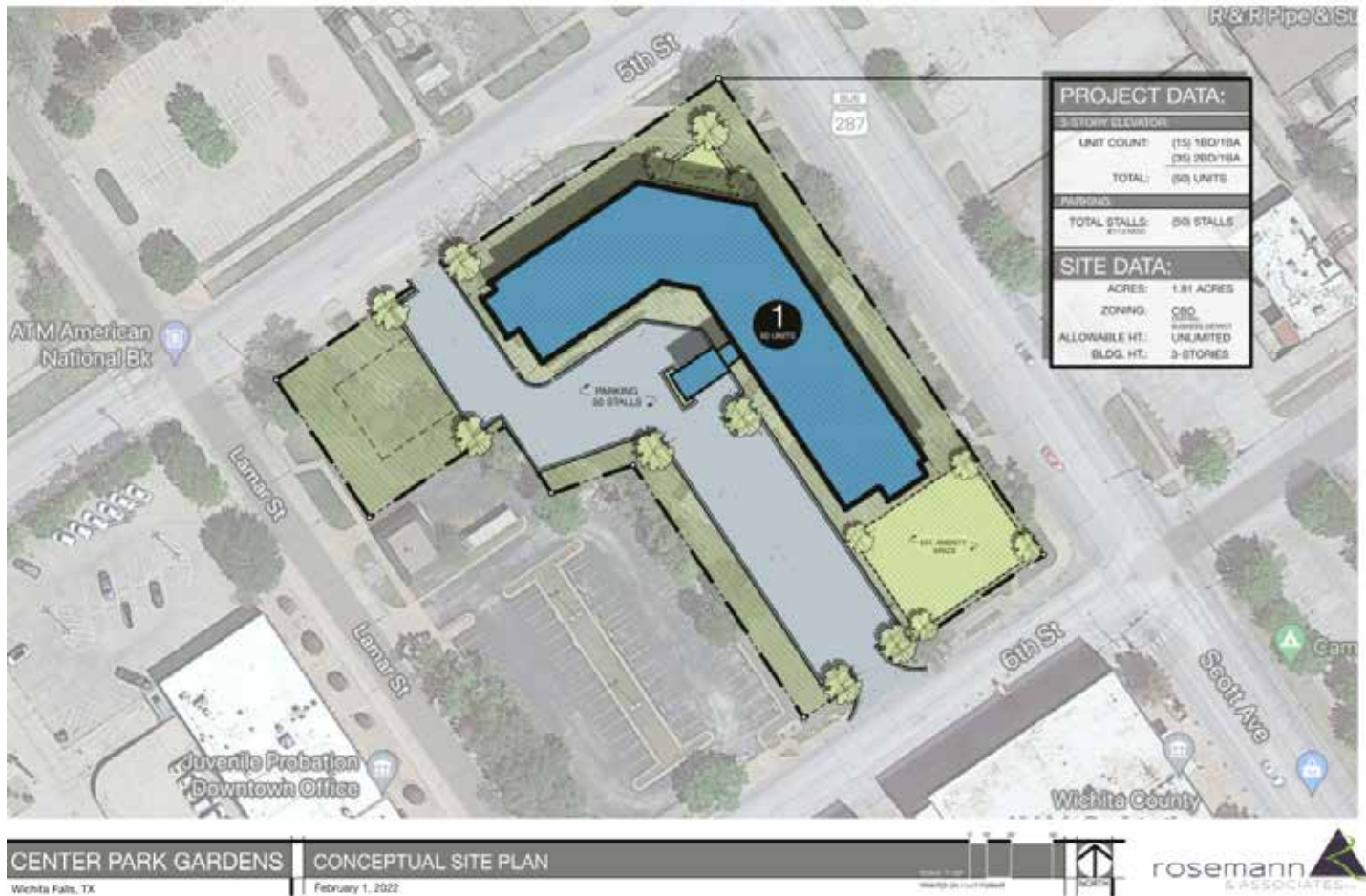


Exhibit D – Architectural Renderings/Photos of Similar Affordable Housing Projects: Urban Style Development - Georgia

Affordable Housing Example:

Two George Properties
Conners Senior Living & Pointe North
Urban Center Design



Interior Unit Features and Views



Resolution No. _____

Resolution to consider economic benefits of and support for a proposed affordable housing tax credit project, Center Park Gardens, at 500 Scott Avenue, Wichita Falls, Texas from Center Park Gardens L.P. a component of JES Holdings, LLC

WHEREAS, Center Park Gardens, L.P. ("Applicant"), has requested support from the City of Wichita Falls for new construction of affordable senior housing units named Center Park Gardens located at 500 Scott Avenue, Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant intends to submit an application for affordable rental housing units to the Texas Department of Housing and Community Affairs ("TDHCA") for an allocation of the 2022 Competitive 9% Housing Tax Credits within Region #2, Urban Category, in the City of Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant, has proposed a development for a new affordable multi-family housing development that will contribute to additional revitalization efforts within the downtown Tax Increment Financing Reinvestment Zone #4 (TIF #4); and,

Whereas, there is a TDHCA scoring item that requires a de minimis commitment of development funding by the local political subdivision (City of Wichita Falls) who confirms the City of Wichita Falls will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for the development; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

1. The governing body of the City of Wichita Falls supports new opportunities to encourage the development of quality, affordable housing for its' residents.

2. The City of Wichita Falls acting through its governing body, hereby confirms its support for the proposed Center Park Gardens to be located at 500 Scott Avenue, a new affordable senior housing development that will assist with continued revitalization efforts in TIF #4 and downtown; and this formal action is taken to put on record the opinion expressed by the City of Wichita Falls.

3. This resolution supports and is intended to allow Center Park Gardens, L.P., to receive funding from Texas Department of Housing and Community Affairs (TDHCA) Competitive 9% Housing Tax Credits for Center Park Gardens location at 500 Scott Avenue in the City of Wichita Falls.

4. This resolution of support is intended to allow Center Park Gardens L.P., to receive the maximum number of scoring points in relation to its Housing Tax Credit (HTC) application for Center Park Gardens, its affordable rental development project to be located in Wichita Falls.

5. The governing body of the City of Wichita Falls confirms it will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for site plan and permit review for Center Park Gardens.

6. The governing body of the City of Wichita Falls is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs (TDHCA).

7. This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this the 15th, day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution to consider economic benefits and support for a proposed affordable housing tax credit project, Wichita Falls Lofts, at 3104 Seymour Road, Wichita Falls, Texas from Wichita Falls MHP, LP.

INITIATING DEPT: Development Services/Planning

STRATEGIC GOALS: Accelerate Economic Growth

STRATEGIC OBJECTIVES: Support Neighborhood Revitalization

COMMENTARY:

- January 13, 2022 – TDHCA releases pre-application log; Region #2 (urban category) three proposed projects all listed for Wichita Falls; none in competing Abilene; state funding allocation sufficient to only support one project.
- January 14, 2022 - The City and Representative Frank's office received a request for support from Wichita Falls MHP, LP. for their forthcoming application for 2022 Housing Tax Credits with the Texas Department of Housing and Community Affairs (TDHCA). The group is proposing *Wichita Falls Lofts* which would add 62 income-qualified apartment units (1bd-24; 2bd-24; 3bd-14) for families, and would redevelop a 2.37acre site at Seymour Rd/Garfield/Ave G.
- February 15, 2022 – Council review of LIHTC project economic merits and consider resolution of local support.
- March 1, 2022 – Deadline for project submittals to the TDHCA.
- July 31, 2022 (on or before) – Determinations of funding for state-wide submittals by TDHCA.
- Spring 2023 – Construction begins with project completion Dec. 2024.

The resolution of local support, if approved, represents a portion of the competitive application requirements from the developer to the TDHCA to the end of obtaining top scores for the annual affordable housing tax credit program. Additionally, the proposed resolution includes a commitment by the City of streamlined plan and permit review (estimated value \$500).

This project would add 62 income-qualified apartment units for families, including:

- 24 – 1 bedroom apartments
- 24 – 2 bedroom apartments
- 14 – 3 bedroom apartments, and

This project would also redevelop a 2.37 acre site at Seymour Rd/Garfield/Ave G.

Potential benefits of this project include:

- Neighborhood revitalization opportunities in an older residential section that supports Crockett Elementary/Barwise School attendance zones.

- Meeting needs of providing affordable housing for the general population and families.
- Project site has existing infrastructure and nearby public transportation routes.
- Reinvestment project in an older subdivision with community-style amenities.

The proposed project would include razing the aging warehouse facility at the north corner of Seymour Road/ Ave H. While the consideration today includes the consideration of the resolution of support for the tax credits that would be used to assist in financing the apartment project, it should be noted that the existing general commercial (“GC”) zoning allows for apartments by right. The proposed development team has obtained an option on the property through most of 2022 to include the decision-making timeline by the state for the award of the tax credits.

Staff recommends the City Council hear and consider the applicant’s request.

☒ **Director of Development Services**

☒ **Assistant City Manager**

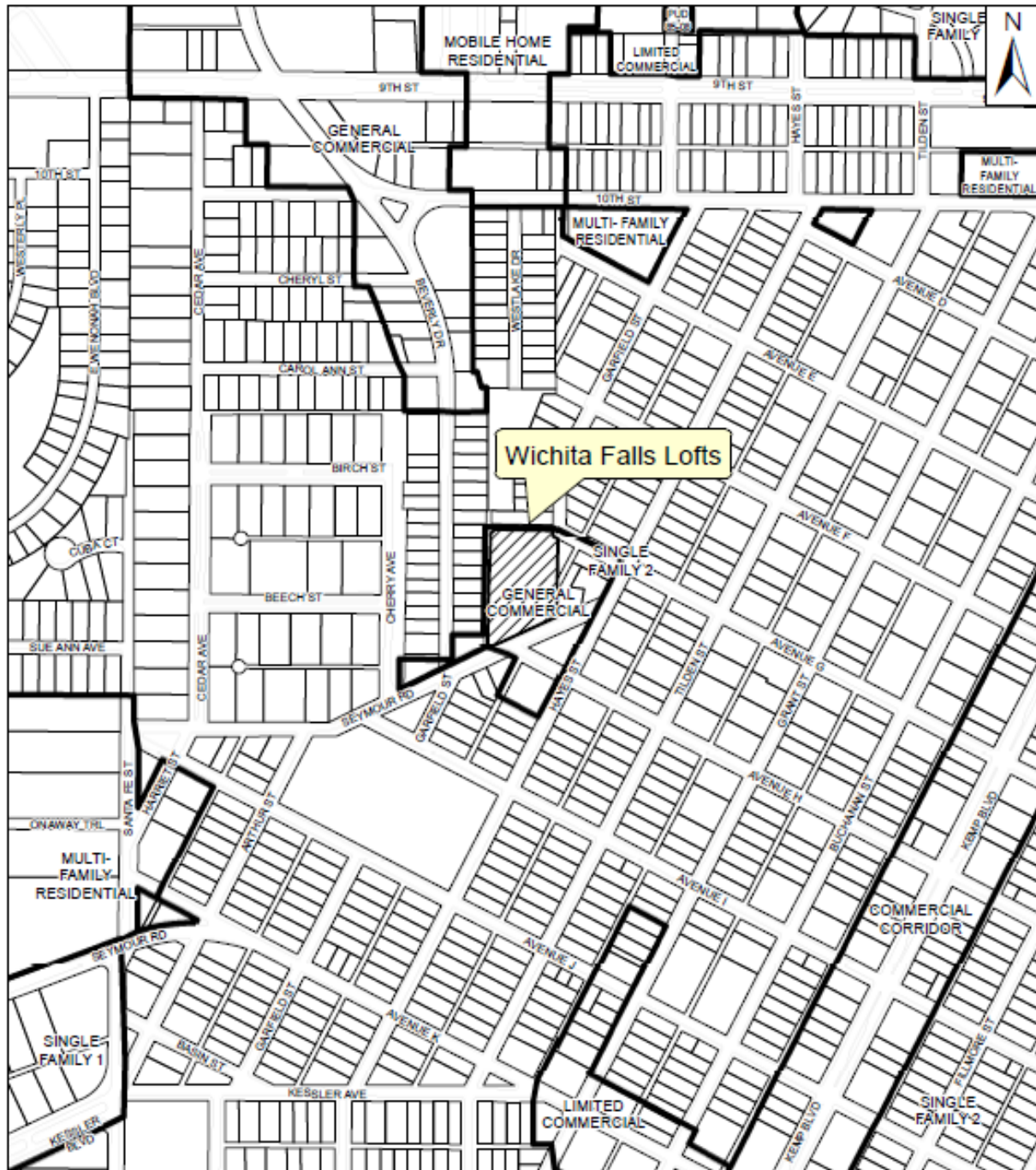
ASSOCIATED INFORMATION: Exhibit A – Location/Zoning Map, Exhibit B - Aerial Map, Exhibit C - Project Site Layout, Exhibit D – Architectural Rendering/Photos; Resolution

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**




Exhibit A – Location/Zoning Map – Proposed Wichita Falls Lofts



Wichita Falls Lofts Seymour Road Location Map

0 0.05 0.1 0.2 Miles

Legend

-  Subject Property
-  Parcels
-  Zoning Boundary

Disclaimer:
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an as-on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022




Exhibit B - Aerial Map – Proposed Wichita Falls Lofts



Seymour Road
Wichita Falls Lofts
Aerial Map

0 0.025 0.05 0.1 Miles

Legend

-  Subject Property
-  Zoning Boundary
-  Parcels



Disclaimer:
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map as of the date of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of their source. This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 17 January 2022

Exhibit C – Site Layout for the Proposed Wichita Falls Lofts

1
ARCHITECTURAL SITE PLAN
SCALE 1" = 30'-0"



Exhibit D – Architectural Renderings/Photos of Similar Affordable Housing Project in Texas

Affordable Housing Project Amenities:

Common Amenities: Fitness Center; Entertainment Room; Community Room; Native Landscaping; Green Building Materials; Interior Courtyard Playground, Bark Park; Outdoor Community Spaces; Cornhole Play Area; and Bike Racks.

Unit Amenities: Low-flow Fixtures; Open Floor Plan; Washer/Dryer; Low-E Thermal Windows; Ample Storage; Cable/Internet Pre-Wiring; Energy Star Appliances



FLOOR PLANS

Sample



Resolution No. _____

Resolution to consider economic benefits of and support for a proposed affordable housing tax credit project, Wichita Falls Lofts, at 3104 Seymour Road, Wichita Falls, Texas from Wichita Falls MHP, LP

WHEREAS, Wichita Falls MHP, LP. ("Applicant"), have requested support from the City of Wichita Falls for new construction of affordable family housing units named Wichita Falls Lofts located at 3104 Seymour Road, Wichita Falls, Wichita County, Texas; and

WHEREAS, the Applicant intends to submit an application for affordable rental housing units to the Texas Department of Housing and Community Affairs ("TDHCA") for an allocation of the 2022 Competitive 9% Housing Tax Credits within Region #2, Urban Category, in the City of Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant, has proposed a development for a new affordable multi-family housing development that will contribute to additional neighborhood revitalization efforts in older residential areas; and

Whereas, there is a TDHCA scoring item that requires a de minimis commitment of development funding by the local political subdivision (City of Wichita Falls) who confirms the City of Wichita Falls will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for the development; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

1. The governing body of the City of Wichita Falls supports new opportunities to encourage the development of quality, affordable housing for its' residents.
2. The City of Wichita Falls acting through its governing body, hereby confirms its support for the proposed Wichita Falls Lofts to be located at 3104 Seymour Road, a new affordable housing development for families that may assist with the revitalization of depressed and declining neighborhoods; and this formal action is taken to put on record the opinion expressed by the City of Wichita Falls.
3. This resolution supports and is intended to allow Wichita Falls MHP, LP. to receive funding from Texas Department of Housing and Community Affairs (TDHCA) Competitive 9% Housing Tax Credits for Wichita Falls Lofts located at 3104 Seymour Road in the City of Wichita Falls.
4. This resolution of support is intended to allow the Applicant to receive the maximum number of scoring points in relation to its Housing Tax Credit (HTC) application for Wichita Falls Lofts, an affordable rental development project to be located in Wichita Falls.

5. The governing body of the City of Wichita Falls confirms it will provide streamlined site plan and permit review which is valued at least in the amount of \$500 for site plan and permit review for Wichita Falls Lofts.

6. The governing body of the City of Wichita Falls is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs (TDHCA).

7. This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this the 15th, day of February, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution authorizing the City Manager to award bid and contract for the 2022 Asphalt Rehabilitation Project to Freeman Paving, L.L.C. in the amount of \$1,334,392.50.

INITIATING DEPT: Public Works

STRATEGIC GOAL: Provide Quality Infrastructure

STRATEGIC OBJECTIVE: n/a

COMMENTARY: On February 1, 2022, bids were opened for the 2022 Asphalt Rehabilitation Project. This project is generally described as the rehabilitation of various asphalt City streets, and associated work. The Engineer's estimate for this project is \$1,200,000.00.

The bids received for this project include the Base Bid and Bonny Dr. (B) Add/Alt #5, are as follows:

<u>COMPANY</u>		<u>AMOUNT</u>
Freeman Paving, LLC	– Vernon, TX	\$ 1,334,392.50
SPI Asphalt, LLC	– Argyle, TX	\$ 1,535,843.00
Blacksmith Ventures, LLC	– Jacksboro, TX	\$ 1,647,924.15

Construction of this project should require approximately 180 consecutive days to complete.

Freeman Paving, LLC has successfully completed similar projects for the City and staff recommends award of the contract to Freeman Paving, LLC in the amount of \$1,334,392.50, which includes the Base Bid and Bonny Dr. (B) Add/Alt #5, based on unit price quantities. Adequate funding for the project is available in the Street Rehab budget.

☒ **Director, Public Works**

ASSOCIATED INFORMATION: Resolution , Bid Tab, Location Map

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to award bid and contract for the 2022 Asphalt Rehabilitation Project to Freeman Paving, L.L.C. in the amount of \$1,334,392.50

WHEREAS, the City of Wichita Falls has advertised for bids for the 2022 Asphalt Rehabilitation Project; and,

WHEREAS, it is found that the lowest responsible bidder is Freeman Paving, LLC who made a unit price bid with an estimated total of \$1,334,392.50.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The unit price bid for the 2022 Asphalt Rehabilitation Project is awarded to Freeman Paving, L.L.C. in an estimated total amount of \$1,334,392.50, and the City Manager is authorized to execute a contract for the City with said Contractor for the construction of such project.

PASSED AND APPROVED this the 15th day of February, 2022.

MAYOR

ATTEST:

City Clerk

2022 Asphalt Rehabilitation Project
CWF22-100-04
Bid Date: February 1, 2022

BASE BID ** ORDER OF BIDS FROM LOWEST TO HIGHEST **				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
3.0M	SITE PREP & MOBILIZATION (NOT TO EXCEED 5%)	LS	1	\$10,000.00	\$10,000.00	\$30,000.00	\$30,000.00	\$72,574.41	\$72,574.41
302-D	TYPE D HOT MIX ASPHALT	TON	2,645	\$110.00	\$290,950.00	\$160.00	\$423,200.00	\$138.20	\$365,539.00
305.1	REMOVE & REPLACE CURB & GUTTER	LF	769	\$50.00	\$38,450.00	\$88.00	\$67,672.00	\$75.50	\$58,069.50
305.2	REMOVE & REPLACE VALLEY GUTTER	SY	1,410	\$75.00	\$105,750.00	\$110.00	\$155,100.00	\$180.00	\$253,800.00
305.2-PR	PEDESTRIAN RAMPS	EA	10	\$1,400.00	\$14,000.00	\$4,000.00	\$40,000.00	\$1,750.00	\$17,500.00
305.2-SW	REMOVE & REPLACE 4" CONCRETE SIDEWALK	SY	35	\$150.00	\$5,250.00	\$140.00	\$4,900.00	\$121.00	\$4,235.00
402	BASE REPAIR	SY	11,908	\$55.00	\$659,230.00	\$50.00	\$595,300.00	\$52.60	\$626,483.60
403-M	MILLING	SY	17,420	\$2.75	\$47,905.00	\$3.55	\$61,841.00	\$4.36	\$75,951.20
502.1-R	ADJUST MANHOLE	EA	8	\$750.00	\$6,000.00	\$500.00	\$4,000.00	\$2,500.00	\$20,000.00
801	TEMPORARY TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00	\$20,000.00	\$20,000.00
804-4WSP	4" WHITE SOLID PARKING STRIPING	LF	60	\$1.75	\$105.00	\$15.00	\$900.00	\$2.00	\$120.00
804-4YD	4" YELLOW DASH STRIPING	LF	910	\$1.75	\$1,592.50	\$7.00	\$6,370.00	\$6.00	\$5,460.00
804-4YS	4" YELLOW SOLID STRIPING	LF	480	\$1.75	\$840.00	\$7.00	\$3,360.00	\$7.00	\$3,360.00
Total Base Bid				\$1,190,072.50		Total Base Bid	\$1,404,643.00	Total Base Bid	\$1,527,062.71

ADDITIVE/ALTERNATE NO. 1 - RIVERCREST DR				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
302-D-ALT	TYPE D HOT MIX ASPHALT	TON	200	\$110.00	\$22,000.00	\$160.00	\$32,000.00	\$212.67	\$42,534.00
305.1-ALT	REMOVE & REPLACE CURB & GUTTER	LF	65	\$50.00	\$3,250.00	\$88.00	\$5,720.00	\$75.50	\$4,907.50
305.2-ALT	REMOVE & REPLACE VALLEY GUTTER	SY	88	\$75.00	\$6,600.00	\$155.00	\$13,640.00	\$180.00	\$15,840.00
402-ALT	BASE REPAIR	SY	654	\$55.00	\$35,970.00	\$50.00	\$32,700.00	\$71.25	\$46,597.50
403-M-ALT	MILLING	SY	850	\$2.75	\$2,337.50	\$3.55	\$3,017.50	\$7.88	\$6,689.00
502.1-R-ALT	ADJUST MANHOLE	EA	1	\$750.00	\$750.00	\$400.00	\$400.00	\$2,500.00	\$2,500.00
Total Add/Alt No. 1				\$69,407.50		Total Add/Alt No. 1	\$84,377.50	Total Add/Alt No. 1	\$115,477.00

ADDITIVE/ALTERNATE NO. 2 - ROYAL OAK ST / DARWIN DR				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
302-D-ALT	TYPE D HOT MIX ASPHALT	TON	215	\$110.00	\$23,650.00	\$160.00	\$34,400.00	\$203.67	\$43,789.05
305.1-ALT	REMOVE & REPLACE CURB & GUTTER	LF	55	\$50.00	\$2,750.00	\$88.00	\$4,840.00	\$75.50	\$4,152.50
305.2-ALT	REMOVE & REPLACE VALLEY GUTTER	SY	80	\$75.00	\$6,000.00	\$155.00	\$12,400.00	\$180.00	\$14,400.00
402-ALT	BASE REPAIR	SY	674	\$55.00	\$37,070.00	\$50.00	\$33,700.00	\$70.42	\$47,463.08
403-M-ALT	MILLING	SY	1,912	\$2.75	\$5,258.00	\$3.55	\$6,787.60	\$5.49	\$10,496.88
804-4YS-ALT	4" YELLOW SOLID STRIPING	LF	400	\$1.75	\$700.00	\$8.00	\$3,200.00	\$2.00	\$800.00
804-18YA-ALT	18" WHITE YIELD ARROW	EA	7	\$550.00	\$3,850.00	\$200.00	\$1,400.00	\$100.00	\$700.00
Total Add/Alt No. 2				\$79,278.00		Total Add/Alt No. 2	\$96,727.60	Total Add/Alt No. 2	\$121,801.51

ADDITIVE/ALTERNATE NO. 3 - HOLLANDALE AVE				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
302-D-ALT	TYPE D HOT MIX ASPHALT	TON	1,160	\$110.00	\$127,600.00	\$160.00	\$185,600.00	\$120.79	\$140,116.40
305.1-ALT	REMOVE & REPLACE CURB & GUTTER	LF	121	\$50.00	\$6,050.00	\$88.00	\$10,648.00	\$75.50	\$9,135.50
305.2-ALT	REMOVE & REPLACE VALLEY GUTTER	SY	165	\$75.00	\$12,375.00	\$155.00	\$25,575.00	\$180.00	\$29,700.00
305.2-PR-ALT	PEDESTRIAN RAMPS	EA	10	\$1,400.00	\$14,000.00	\$4,000.00	\$40,000.00	\$1,750.00	\$17,500.00
305.2-SW-ALT	REMOVE & REPLACE 4" CONCRETE SIDEWALK	SY	35	\$150.00	\$5,250.00	\$120.00	\$4,200.00	\$121.00	\$4,235.00
402-ALT	BASE REPAIR	SY	4,655	\$55.00	\$256,025.00	\$42.00	\$195,510.00	\$46.65	\$217,155.75
403-M-ALT	MILLING	SY	8,345	\$2.75	\$22,948.75	\$3.55	\$29,624.75	\$4.75	\$39,638.75
Total Add/Alt No. 3				\$444,248.75		Total Add/Alt No. 3	\$491,157.75	Total Add/Alt No. 3	\$457,481.40

ADDITIVE/ALTERNATE NO. 4 - BONNY DR (A)				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
302-D-ALT	TYPE D HOT MIX ASPHALT	TON	2,035	\$110.00	\$223,850.00	\$100.00	\$203,500.00	\$125.75	\$255,901.25
305.1-ALT	REMOVE & REPLACE CURB & GUTTER	LF	103	\$50.00	\$5,150.00	\$88.00	\$9,064.00	\$75.50	\$7,777.50
305.2-ALT	REMOVE & REPLACE VALLEY GUTTER	SY	110	\$75.00	\$8,250.00	\$155.00	\$17,050.00	\$180.00	\$19,800.00
402-ALT	BASE REPAIR	SY	9,660	\$55.00	\$531,300.00	\$42.50	\$410,550.00	\$48.52	\$468,703.20
403-M-ALT	MILLING	SY	11,300	\$2.75	\$31,075.00	\$3.55	\$40,115.00	\$2.50	\$28,250.00
Total Add/Alt No. 4				\$799,625.00		Total Add/Alt No. 4	\$680,279.00	Total Add/Alt No. 4	\$780,430.95

ADDITIVE/ALTERNATE NO. 5 - BONNY DR (B)				Freeman Paving, LLC Vernon, TX		SPI Asphalt, LLC Argyle, TX		Blacksmith Ventures, LLC Jacksboro, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total	Unit Price	Total
402-ALT	BASE REPAIR	SY	2,624	\$55.00	\$144,320.00	\$50.00	\$131,200.00	\$48.06	\$126,861.44
Total Add/Alt No. 5				\$144,320.00		Total Add/Alt No. 5	\$131,200.00	Total Add/Alt No. 5	\$120,861.44

2022 Asphalt Rehabilitation Project

CWF22-100-04



ALAMO DR
CASTON LN
DEHAVEN DR



LEBANON RD

2022 Asphalt Rehabilitation Project

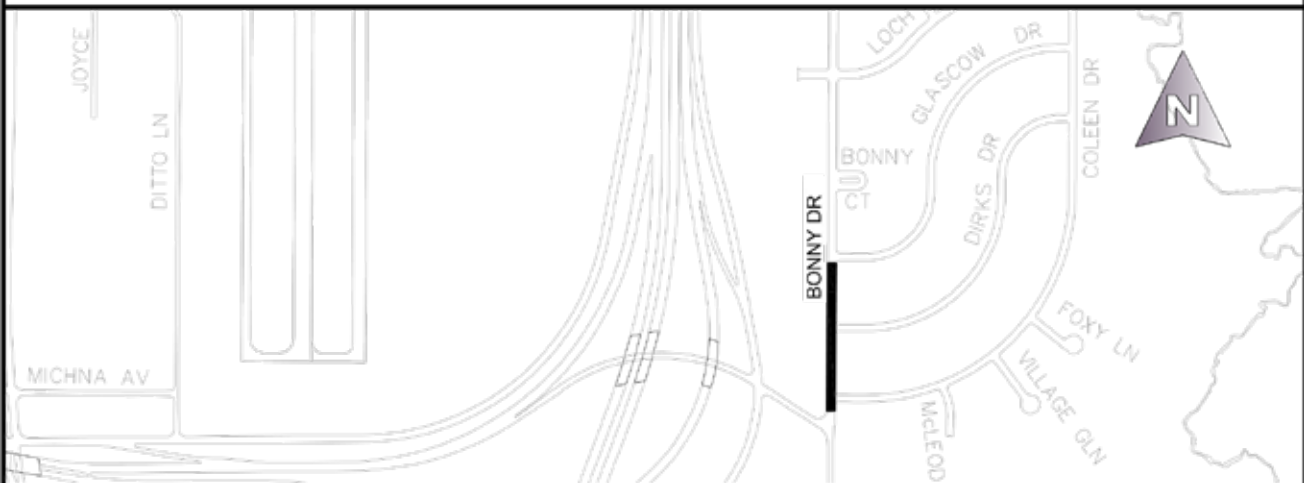
CWF22-100-04



POLICE DEPARTMENT PARKING LOT



ROSEMONT CEMETERY



BONNY DR (ADD/ALT)

CITY COUNCIL AGENDA
February 15, 2022

ITEM/SUBJECT: Resolution authorizing a guaranteed maximum price of \$787,901 in the Design-Build contract with Trinity Hughes Construction for work associated with construction of the Kickapoo Downtown Airport Hangar Project.

INITIATING DEPT: Aviation, Traffic, & Transportation

STRATEGIC GOAL: Provide Quality Infrastructure

STRATEGIC OBJECTIVE: Alternative Options for Financing Improvements

COMMENTARY: On February 2, 2021, the City Council awarded Design-Build services to Trinity Hughes Construction for the Kickapoo Downtown Airport Hangar Project. The City of Wichita Falls finally secured the full funding for this project from the Texas Department of Transportation's Aviation Division (TxDOT). As part of the agreement, Trinity Hughes Construction is required to set a Guaranteed Maximum Price (GMP) for project construction. The GMP for the construction of three hangars is set at \$787,901.

Funding for the project will be available as follows:

- \$600,000 in TxDOT Non-Primary Entitlement Funds
- \$66,667 in TxDOT COVID Funds
- \$66,667 budgeted in the FY 2022 Kickapoo Fund
- \$54,567 in COVID funding received in FY 20 and FY 21

When completed, the project will provide the following:

- Two (2) 42 ft. X 50 ft. hangars to accommodate single engine aircraft
- One (1) 60 ft. X 50 ft. hangar to accommodate twin engine aircraft.

Staff recommends approval of this resolution.

☒ **Director, Aviation, Traffic, & Transportation**

ASSOCIATED INFORMATION: Resolution; Guaranteed Maximum Price documentation

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing a guaranteed maximum price of \$787,901 in the Design-Build contract with Trinity Hughes Construction for work associated with construction of the Kickapoo Downtown Airport Hangar Project

WHEREAS, the City Council finds that the City staff has validly used the procedures described in the Texas Local Government Code to obtain design-build services for the construction of a three hangar complex located at Kickapoo Downtown Airport; and,

WHEREAS, February 2, 2021, the City Council awarded a contract to Trinity Hughes Construction to provide design build services for construction of new hangars at Kickapoo Downtown Airport; and,

WHEREAS, the value of that construction contract is established at \$787,901.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

A Guaranteed Maximum Price of \$787,901 in the Design-Build contract with Trinity-Hughes Construction for aircraft hangars, is hereby approved with such to be in a form approved by the City Attorney, and the City Manager is authorized to execute all documents necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

PASSED AND APPROVED this the 15th day of February 2022.

MAYOR

ATTEST:

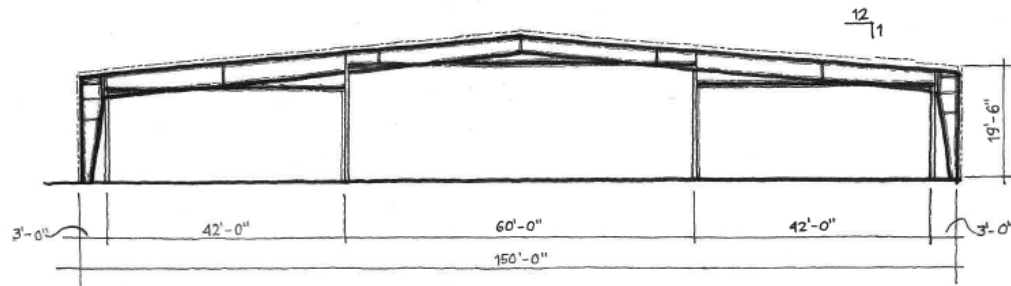
City Clerk

TRINITY HUGHES CONSTRUCTION

TOTAL BID 787,901
SUM 1-5 787,901
DELTA 0

SCHEDULE MONTHS 5.00
COWF BUDGET FOR 150'x50'
FEE STATUS **HANGAR**
7.41% 19,217

SECT	DESCRIPTION	TOTAL	VENDOR/SUB	BASE BID	RESTROOM
133419-A	PEMB MATERIAL	232,500	ABC	232,500	0
133419-B	ANCHOR BOLTS	2,800	TRINITY HUGHES	2,800	0
133419-C	PEMB ERECTION	71,250	TRINITY HUGHES	71,250	0
01004	PERMITS	4,125	TRINITY HUGHES	4,125	0
01005	SURVEY	4,500	TRINITY HUGHES	4,500	0
01005	PRECONSTRUCTION FEE	5,000	TRINITY HUGHES	5,000	0
01050	FOUNDATION DESIGN	7,500	TRINITY HUGHES	7,500	0
01070	ARCH PLANS FOR TAAS	13,500	TRINITY HUGHES	13,500	0
01070	MEP ENGINEERING	6,500	TRINITY HUGHES	6,500	0
01070	TAS/ADA REVIEW AND	3,000	TRINITY HUGHES	3,000	0
01100	SWPPP	2,500	TRINITY HUGHES	2,500	0
01500	FENCING & BARRICADES	7,000	TRINITY HUGHES	7,000	0
02200	EARTHWORK	35,625	WILSON	35,625	0
02281	Termite Control	750	TRINITY HUGHES	750	0
33001	FOUNDATION W/FTGS	105,000	WILSON	105,000	0
26000	ELECTRICAL	37,500	TRINITY HUGHES	37,500	0
83600	HANGAR DOORS MATERIAL	45,789	SCHWEISS	45,789	0
83600	HANGAR DOORS LABOR	15,000	TRINITY HUGHES	15,000	0
10' x 10' UNISEX RESTROOM					
08110	DOORS, FRAMES AND HDWR	1,950	TRINITY HUGHES	0	1,950
07213	INSULATION	602	TRINITY HUGHES	0	602
09250	CMU	4,536	TRINITY HUGHES	0	4,536
09509	GYP BD CEILING	588	TRINITY HUGHES	0	588
09650	SEALED CONCRETE	735	TRINITY HUGHES	0	735
09900	PAINTING	1,281	TRINITY HUGHES	0	1,281
10800	TOILET ACCESSORIES	450	TRINITY HUGHES	0	450
220000	PLUMBING	9,000	TRINITY HUGHES	0	9,000
260000	ELECTRICAL	2,000	TRINITY HUGHES	0	2,000
230000	HVAC	1,950	TRINITY HUGHES	0	1,950
SUBTOTAL		622,931		599,839	23,092
GENERAL CONDITIONS		10.15% 80,000		80,000	0
BUILDER'S RISK INS.		0.50% 3,515		3,399	115
G L INSURANCE		0.75% 5,298		5,124	174
OVERHEAD & FEE		8.00% 56,940		55,069	1,871
P&P BOND		2.50% 19,217		18,586	631
TOTAL		\$787,901		\$762,017	\$25,883



ELEVATION

