

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, December 6, 2022, Beginning At 8:30 A.M.

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

- 1. A livestream will be shown on the Spectrum/Time Warner Cable Channel 1300**
- 2. A livestream will be shown on the City's Facebook page (City of Wichita Falls, Texas Government) (<https://www.facebook.com/CityofWF>)**
- 3. 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: Major Joe Burton
Salvation Army

(b) Pledge of Allegiance
3. Presentations

(a) Employee of the Month – Simeon Marchbanks, Utility Collections

(b) Proclamation – Soups & Socks Day, Project Texoma/Anndrea Harris

CONSENT AGENDA

4. Approval of minutes of the November 15, 2022 Regular Meeting of the Mayor and City Council.

5. Resolutions

- (a) Ordinance authorizing the City Manager or his designee, to accept from the Office of the Governor, Homeland Security Grant Division, the 2022 State Homeland Security Grant Program – Grant/Application #4447201, in the amount of \$36,326.88
- (b) Ordinance appropriating \$2,244.67 of grant funds pursuant to the FY 2022 Patrick Leahy Bulletproof Vest Partnership Grant, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager to execute all documents necessary to accept and share said funds
- (c) Resolution establishing a designated mailing address, email address, and website for the receipt of Public Information Requests; requiring the City Clerk to post notice of said official designations on the City's website; and providing an effective date
- (d) Resolution authorizing the purchase of a Pothole Repair Truck for the Street Department through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$264,217.00

6. Receive Minutes

- (a) Wichita Falls – Wichita County Public Health Board, September 9, 2022
- (b) Wichita Falls Economic Development Corporation, September 15, 2022
- (c) Planning & Zoning Commission, October 12, 2022
- (d) Landmark Commission, October 18, 2022
- (e) Wichita Falls Economic Development Corporation, October 20, 2022

REGULAR AGENDA

7. Ordinances

- (a) Ordinance authorizing the carry-forward of capital and related funds from the FY 2022 Budget to the FY 2023 Budget as part of the FY 2022 year end closing process

8. Resolutions

- (a) Resolution authorizing the purchase of Reverse Osmosis Membrane Elements in order to replace six reverse osmosis trains at Cypress Water Treatment Facility, from Toray Membrane USA Inc., in the amount of \$814,464.00

- (b) Resolution authorizing the City Manager to execute a change order with Clark Contractor, LLC for the renovation of the Wichita Falls MPEC Exhibit Hall in the amount not to exceed \$3,500,000
- (c) Resolution authorizing the City Manager to execute American Institute of Architects (AIA) contract to Bundy, Young, Sims, and Potter Architects (BYSP) to prepare building/construction documents for the Memorial Auditorium Building renovation in the amount not to exceed \$918,750
- (d) Resolution authorizing award of bid for the purchase of ten (10) 2023 Ford Utility Police Interceptors from the low bidder Caldwell Country Ford, LLC in the amount of \$434,250
- (e) Resolution authorizing award of bid for the purchase of eight (8) ¾-ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$358,898.18
- (f) Resolution authorizing award of bid for the purchase of five (5) one-ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$227,717.22

9. Other Council Matters

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

10. 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.

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 30th day of November, 2022 at 5:15 o'clock p.m.



City Clerk

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Employee of the month.

INITIATING DEPT: Utility Collections

NAME: Simeon Marchbanks

DEPARTMENT: Utility Collections

HIRE DATE: 09/21/21

PRESENT POSITION: Customer Service Representative

COMMENTARY: Presentation of the Employee of the Month Award (plaque, letter of appreciation, gift card, dinner for two, and check for \$100).

☒ **Director of Human Resources**

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**



City of Wichita Falls
City Council Meeting
Minutes
November 15, 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 Michael Hansen, First Presbyterian Church, gave the invocation.

Item 2b – Pledge of Allegiance

Mayor Santellana led the Pledge of Allegiance.

Item 3a – Proclamation – Shop Small, Downtown Wichita Falls Development

8:32 a.m.

Mayor Santellana read a proclamation proclaiming November 15, 2022, as Shop Small Day in Wichita Falls and encouraged citizens to think local first when shopping this holiday season.

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Item 4-5 – Consent Items

8:36 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 November 1, 2022 Regular Meeting of the Mayor and City Council

Item 5 – Receive Minutes

- (a) WF MPO Planning Organization, July 7, 2022
- (b) WF MPO Transportation Policy Committee, July 26, 2022
- (c) WF MPO Transportation Policy Committee, Special Called, August 23, 2022
- (d) Wichita Falls Park Board, September 22, 2022

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Item 6a – Public Hearing and Ordinance 55-2022

8:37 a.m.

Ordinance amending Section 22 of the Code of Ordinances of the City of Wichita Falls to amend portions of the 2015 International Mechanical Code, and Residential Code, and providing for codification.

Mayor Santellana opened the public hearing at 8:37 a.m.

Terry Floyd, Director of Development Services discussed the proposed amendments to Section 22 of the Code of Ordinances 2015 International Mechanical Code, and Residential Code. The proposed amendments were recommended unanimously by Construction Board of Adjustment and Appeals.

Mayor Santellana closed the public hearing at 8:38 a.m.

Moved by Councilor Brewer to approve Ordinance 55-2022.

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

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

Nays: None

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Item 6b – Ordinance 56-2022

8:39 a.m.

Ordinance amending Section 50-34 of the Code of Ordinances, Identifying the Classifications and Number of Positions in Each Classification for the Fire Department.

Moved by Councilor Browning to approve Ordinance 56-2022.

Motion seconded by Councilor Smith.

Ken Prillaman, Fire Chief, explained the history of the Fire Marshall division, regulations under LGC Chapter 143, challenges faced, and the purpose for these changes, which is to create a succession plan for the Fire Marshall position.

There was lengthy discussion regarding required certifications, lack of funding for training, LGC Chapter 143, concerns with bypassing individuals for promotion, various succession planning scenarios, and possible amendments to the proposed Ordinance.

Council was reminded that the Civil Service Commission would be the body that would handle any issues with LGC Chapter 143, and any decisions regarding bypassing individuals for promotion. The proposed Ordinance does not change that process, and only swaps three Fire Equipment Operator positions for three Lieutenant positions, and changes the name of the Assistant Fire Chief to Deputy Fire Chief.

Councilor Smith called for the vote, and Councilor Brewer seconded.

Motion failed by the following vote:

Ayes: Mayor Santellana and Councilor Smith.

Nays: Councilors Brewer, Browning, Jackson, Nelson, and Whiteley.

Discussion continued regarding concerns with bypassing individuals for promotion, various scenarios for succession planning and promotion, the timing of this action, budget impact, lack of staff interested in completing the required training for the Fire Marshall division, and staff opinions regarding the proposed Ordinance.

Councilor Whiteley moved to amend the Ordinance to reduce the Fire Equipment Operator positions by one, increase the Lieutenant positions by one, and change the name of the Assistant Fire Chief to the Deputy Fire Chief.

Motion to amend was seconded by Councilor Jackson.

Motion to amend carried by the following vote:

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

Nays: None

The main motion as amended carried by the following vote:

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

Nays: None

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Item 6c – Ordinance 57-2022

9:51 a.m.

Ordinance establishing Article XI-Catalytic Converters; providing for severability; and providing an effective date.

Moved by Councilor Brewer to approve Ordinance 57-2022.

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 7a – Resolution 154-2022

9:58 a.m.

Resolution authorizing the City Manager to execute all documents necessary to purchase replacement portable radios, upgrade the core network infrastructure equipment, and install a new microwave link for the Public Safety Radio System through the H-GAC Purchasing Cooperative from Dailey Wells Communications Inc. for \$1,923,647.57.

Moved by Councilor Brewer to approve Resolution 154-2022.

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 7b – Resolution 155-2022

10:00 a.m.

Resolution authorizing the City Manager to execute all documents necessary to purchase 482 high capacity batteries, including 82 intrinsically safe units for the Fire Department, and 228 chargers for the Public Safety handheld radios through the GSA Purchasing Cooperative from Global Technology Systems for \$88,525.82.

Moved by Councilor Brewer to approve Resolution 155-2022.

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

Ayes: Mayor Santellana, Councilors Brewer, Jackson, Nelson, Smith, and Whiteley
(Councilor Browning was not in the room during this vote)

Nays: None

Item 7c – Resolution 156-2022

10:04 a.m.

Resolution authorizing the City Manager to award bid and contract for the 2023 Crack Seal Project to American Pavement Solutions, Inc. in the amount of \$102,978.60.

Moved by Councilor Brewer to approve Resolution 156-2022.

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

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

Nays: None

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Item 8a – Staff Report – Drought Status and Stage I Water Conservation Measures, Russell Schreiber

10:08 a.m.

Russell Schreiber, Director of Public Works, discussed the current drought status and Stage I Water Conservation Measures. The current combined lake capacity is 65.8%, and this time last year it was 86.1%. He discussed the outlooks provided by the National Weather Service and NOAA which show Wichita Falls in the severe drought category, and predicts the drought will continue throughout the winter. Mr. Schreiber presented a chart showing the historical rainfall, which is well below average, discussed steps that have been taken since July 2021 to assist with additional water resources, and how these additional resources have provided relief. He predicts we will hit Stage 1 of the drought plan the week of Thanksgiving, and he discussed stage 1 restrictions which include a change in when spray irrigation can be used. He stated information regarding the drought plan and restrictions can be found on the City's website.

Lindsay Barker, Director of Communication/Marketing, discussed the proactive education plan, and the combined social media outreach. She stated the website is the best communication tool if citizens have questions and discussed the infographic on the homepage. Ms. Barker shared a short video showing conservation efforts being made by the City. The Public Information Office will continue conservation messaging, and partner with Public Works for drought restriction messaging as we move forward.

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

10:25 a.m.

Councilor Nelson asked about the status of body cams for the Police Department. Mr. Leiker stated we are waiting on the grant. Chief Borrego stated that the grant did not open in September like they expected and that it will open in December.

Councilor Browning wished everyone safe travels and Happy Thanksgiving.

Councilor Smith wished everyone a happy and safe Thanksgiving.

Councilor Brewer gave kudos to Lou Kreidler, who will be retiring soon. He expressed his appreciation for all she has done, especially through the pandemic.

Councilor Jackson thanked everyone for getting out to vote, and discussed some issues with equipment being down during the election. His hope is that we can go back to paper ballots in the future. He wished everyone a Happy Thanksgiving.

Mayor Santellana thanked everyone for their hard work today, and Chief Prillaman for his presentation. There was good discussion today and he hopes some of the issues can be tackled in the future. Good luck to all of the area football teams in the playoffs, and to the Hirschi Huskies who are ranked #8 in the state. Happy Thanksgiving and safe travels.

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

10:30 a.m.

Al Vitolo, 5408 Blazing Star, discussed the 5% COLA approved for all employees and stated six Fire Department employees did not receive the full 5% COLA. His understanding when the budget was approved was that all employees would receive a 5% COLA. Christi Klyn, Director of Human Resources, stated that there were ten employees that did not receive the increase with six of them being in the Fire Department. She discussed individuals that were topped out or above their pay range, and how the increase pushed some people over the top of their range. Mrs. Klyn stated that these individuals did not receive the COLA increase per the City's policy.

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Item 10 –Adjourn

Mayor Santellana adjourned the meeting at 10:32 a.m.

PASSED AND APPROVED this 6th day of December 2022.

Stephen Santellana, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Ordinance authorizing the City Manager or his designee, to accept from the Office of the Governor, Homeland Security Grant Division, the 2022 State Homeland Security Grant Program – Grant/Application #4447201, in the amount of \$36,326.88.

INITIATING DEPT: Fire

STRATEGIC GOAL: Efficient Delivery of City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: Back on March 1, 2022, the Emergency Management Office came before City Council and was approved to apply for a Homeland Security Grant to help fund upgraded equipment for the Wichita Falls Fire Department Technical Rescue Team. (Grant/Application # 4447201). We are glad to announce that the City has been awarded this grant in the amount of \$36,326.88. There is no associated match with this grant award, so the grant will pay 100% of the Technical Rescue Team Equipment project.

The equipment that will be purchased include a thermal imaging camera; Paratech shoring equipment for trench shoring and rescue; Harnesses and special patient packaging and extrication system; and climbing and lowering hardware for rescuers for ease of lowering and ascending purposes.

Staff recommends approval of the Ordinance.

☒ **Fire Chief**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance authorizing the City Manager or his designee, to accept from the Office of the Governor, Homeland Security Grant Division for the 2022 State Homeland Security Program – Grant Number 4447201, in the amount of \$36,326.88

WHEREAS, the City Council finds it in the best interest of the citizens of Wichita Falls to accept this Grant in the amount of \$36,326.88 (Grant #: 4447201) for the FY2022 Homeland Security Grant Program; and,

WHEREAS, the City Council agrees that in the event of loss or misuse of the Office of the Governor funds, the City Council assures that the funds will be returned to the Office of the Governor in full; and,

WHEREAS, the City Council designates Jessica Williams, Director of Finance, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

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

The 2022 State Homeland Security Grant for a Technical Rescue Equipment Upgrade in the amount of \$36,326.88 is hereby accepted and the Director of Finance is authorized to execute a contract with the Office of the Governor, Homeland Security Division accepting the grant and other documents related thereto.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

**CITY COUNCIL AGENDA
December 6, 2022**

ITEM/SUBJECT: Ordinance appropriating \$2,244.67 of grant funds pursuant to the FY 2022 Patrick Leahy Bulletproof Vest Partnership Grant, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager to execute all documents necessary to accept and share said funds.

INITIATING DEPT: Police

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The City Council on July 19, 2022 authorized the City Manager to apply for the FY 2022 Patrick Leahy Bulletproof Vest Partnership Grant. The City was recently awarded these grant funds in the amount of \$2,244.67. This grant will reimburse the Wichita Falls Police Department up to 50% of the cost of each bulletproof vest.

Staff recommends approval of the ordinance.

☒ **Police Chief**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance appropriating \$2,244.67 of grant funds pursuant to the FY 2022 Patrick Leahy Bulletproof Vest Partnership Grant, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager to execute all documents necessary to accept and share said funds

WHEREAS, the City of Wichita Falls has been notified that it has been awarded \$2,244.67 in grant funding from the Patrick Leahy Bulletproof Vest Partnership Grant; and,

WHEREAS, the City of Wichita Falls will use these funds to purchase bulletproof vests for the Wichita Falls Police Department.

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

The City Manager is hereby authorized to accept grant funding for bulletproof vests from the FY 2022 Patrick Leahy Bulletproof Vest Partnership Grant in the amount of \$2,244.67.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution establishing a designated mailing address, email address, and website for the receipt of Public Information Requests; requiring the City Clerk to post notice of said official designations on the City's website; and providing an effective date.

INITIATING DEPT: City Clerk

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Streamline municipal business processes.

COMMENTARY: Texas Government Code §552.234 specifies how members of the public may submit a Public Information Request and allows the governing body to designate one mailing address and one email address for the receipt of written requests, and to designate the accepted means of electronic submission. To streamline the process and ensure that public information requests are completed in a timely manner in accordance with the Public Information Act, staff requests that the City Council make these official designations. Once approved, the City Clerk is required to post the approved methods on the City's website, and on the required Public Information Act poster.

☒ **City Clerk**

ASSOCIATED INFORMATION: Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution establishing a designated mailing address, email address, and website for the receipt of Public Information Requests; requiring the City Clerk to post notice of said official designations on the City's website; and providing an effective date

WHEREAS, Government Code Section 552.234 specifies how members of the public may submit a Public Information Request and allows the City to establish a designated mailing address, email address, and website for the official receipt of Public Information Requests; and

WHEREAS, the City Council of the City of Wichita Falls, Texas, desires to establish an official mailing address, email address, and website for the City's receipt of Public Information Requests.

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

Section 1. The following mailing address is hereby designated as the official mailing address for the receipt of requests for public information mailed to the City of Wichita Falls (City), and the City of Wichita Falls Police Department (Police Department).

City of Wichita Falls
Attn: City Clerk
P.O. Box 1431
Wichita Falls, TX 76307

Section 2. The following email address is hereby designated as the official email address for the receipt of public information requests emailed to the City or Police Department:

info@wichitafallstx.gov

Section 3. The following website is hereby designated as the official website for the receipt of electronic public information requests submitted to the City:

City of Wichita Falls Public Records Center located at:
https://wichitafallstx.govqa.us/WEBAPP/_rs

Section 4. Pursuant to Government Code Section 552.234(d), the City is not required to respond to a written request for public information unless the request is received:

- a. By mail submitted to the official mailing address designated in Section 1;
- b. By email submitted to the official email address designated in Section 2;
- c. Electronically through the City of Wichita Falls Public Records Center, as established in Section 3; or

d. By hand delivery to the City Hall located at 1300 7th Street, City Clerk Room 104, Wichita Falls, TX 76301.

Section 5. Upon the effective date of this Resolution, the City Clerk shall post electronic notice of the official designations established on the City's website located at <http://www.wichitafallstx.gov/> as set forth in the attached Exhibit A.

Section 6. This Resolution shall become effective January 5, 2023.

PASSED AND APPROVED this the 6th day of December, 2022.

M A Y O R

ATTEST:

City Clerk

EXHIBIT A

NOTICE TO PUBLIC REGARDING DESIGNATED MAILING ADDRESS, EMAIL ADDRESS, AND WEBSITE FOR THE RECEIPT OF PUBLIC INFORMATION REQUESTS.

The process for requesting public records from the City of Wichita Falls will change effective January 5, 2023.

The Texas Legislature amended the Public Information Act, Texas Government Code Chapter 552, to specify exactly how members of the public may submit a Public Information Request to a governmental agency.

Therefore, beginning January 5, 2023:

1. All mailed public information requests must be mailed to the City of Wichita Falls, Attn: City Clerk, P.O. Box 1431, Wichita Falls, TX 76307.
2. All emailed public information requests must be emailed to info@wichitafallstx.gov.
3. Requests via fax will no longer be accepted.

There remain a number of ways a member of the public may request information including:

Electronically at the following hyperlinked website: [Public Records Center](#)

Sending an email to info@wichitafallstx.gov

Hand delivery to the City Clerk's office located at 1300 7th Street, Room 104, Wichita Falls, TX 76301.

By mail to the City of Wichita Falls, Attn: City Clerk Room 104, Wichita Falls, TX 76301.

Any questions regarding Public Information Requests may be directed to the City Clerk's Office.

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution authorizing the purchase of a Pothole Repair Truck for the Street Department through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$264,217.00.

INITIATING DEPT: Aviation, Traffic, & Transportation

STRATEGIC GOAL: Efficiently Deliver City Services; Provide Quality Infrastructure

STRATEGIC OBJECTIVE: Practice Effective Government; Enhance focus on long-term street and utility infrastructure needs

COMMENTARY: The City Council approved an additional \$1 million in the FY 2023 budget for capital vehicle replacement. As part of that equipment package, a pothole repair truck was included. This unit is a critical piece of equipment that repairs a variety of street failures, including potholes and utility repairs. The unit will be purchased from Bruckner Truck Sales, Inc. in the amount of \$264,217.00 through the H-GAC contract. The completed unit will include a Mack MD7 truck with a Bergkamp FPS Flameless Patching Body. It will also include a pavement breaker, single drum roller for compaction, and a traffic management system.

Texas Local Government Local Government Code §252.022 exempts items purchased through interlocal cooperative purchasing contracts from the State's competitive bidding requirements. This chapter does not apply to expenditure for. . . (12) personal property sold. . . under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391.

Staff recommends approval of the resolution authorizing the purchase of a Pothole Repair Truck through the Houston-Galveston Area Council Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$264,217.00.

FY 2022 Budgeted Amount:	\$285,000.00
Total Cost:	<u>\$264,217.00</u>
Under Budget:	(\$20,783.00)

This purchase will replace a 2009 pothole repair truck with 166,234 miles.

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

☒ **Director of Finance**

ASSOCIATED INFORMATION: Resolution; HGAC Documentation; Photo

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



Resolution No. _____

Resolution authorizing the purchase of a Pothole Repair Truck for the Street Department through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$264,217.00

WHEREAS, Texas Local Government Local Government Code §252.022 exempts items purchased through interlocal cooperative purchasing contracts from the State's competitive bidding requirements; and,

WHEREAS, the City Council of the City of Wichita Falls has passed a resolution approving the participation in such cooperative agreements; and,

WHEREAS, the City Council finds that Bruckner Truck Sales is offering a pothole repair truck through the H-GAC Purchasing Cooperative, and it is in the best interest to purchase equipment in accordance with the Cooperative Purchasing Programs.

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

City Staff is authorized to execute all documents necessary to purchase a pothole repair truck through the H-GAC Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$264,217.00.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk



Bruckner Truck Sales, Inc. Retail Proposal

Date: October 18, 2022

CUSTOMER INFORMATION	
Name:	City of Wichita Falls
Address:	1300 7th St
CSZ:	Wichita Falls, TX 76301
Phone:	940-761-7940 Cell:
Fax:	Contact: Wade Looney
Email:	wade.looney@wichitafallstx.gov

EQUIPMENT INFORMATION	
Stock #:	Ordered UNITID
Year:	2024 BODY Pothole Patcher
Make:	Mack
Model:	MD7
VIN:	
Salesperson:	Josh Phillips

EQUIPMENT SPECIFICATIONS	
Engine Make:	Cummins B6.7
Horsepower:	300hp w/ 660 Lb-ft Torque
Engine Brake:	Yes - Cummins Exhaust Brake
Transmission:	Allison 3000RDS 6-spd Automatic
Front Axle:	Meritor 12,000#
Rear Axle:	Meritor 21,000#
Rear Suspension:	Mack 21,000# Multileaf Spring
Ratio:	5.57
Wheelbase:	186" w/ 123" Clear CA & 60" AF
Frame:	8mm Steel w/ 1,580,000 Lb-in RBM
Interior Trim:	Standard MD Gray w/ Vinyl Seats
Wheels Front:	Accuride Powder Coated White Steel
Wheels Rear:	Accuride Powder Coated White Steel
Tire Size:	11R22.5
Tire Front:	Bridgestone R268 Ecopia
Tire Rear:	Bridgestone M760 Ecopia

Chassis Includes the Following Local Extras:	
New Truck Prep - Includes \$100 Fuel, Bruckner Mud Flaps, Mats, State Inspection, & Truck Wash w/ Interior Detail.	Berkamp Quote 10/7/22
Berkamp FP8 Flameless Patcher - Incl. Stanley Model BR87 Pavement Breaker, Bomag Roller M 66WE Single Drum Roller, Ten Light Arrow Board LED Lights, Single Pedestal Mounted LED Strobe Cone Holder, Halogen Night Work Lights, Back-4-Camera w/ Night Vision, Pivot Track System, & Abrasion Resistant Coating on Auger Flighting.	FOB: Wichita Falls - Central Services
Extended Shaft PTO	This is A Quote Only. Price is Subject To Change At Any Time Prior To Build By Mack. Customer Will Have Opportunity To Cancel Order With No Penalty From Mack Or Bruckner's.
SET UP VIT IF COUNTY WILL NOT PAY JV debit Inventory and credit 106228100 VIT Tax	

Trade-In Information:	Trade 1:	Trade 2:	Each	Multiple Total
Allowances:			\$263,917.00	
VIN:				
Year:				
Make:				
Model:				
Payoff:				
Quantity		Price before TAX	263,917.00	
OTHER CHARGES:				
Tax, Title, and License Fees (Estimated):			-	-
Purchase Coverage Type:			-	-
Insurance Type:			-	-
Dealer Inventory Tax and Doc Fe			300.00	-
Cash Down Payment:				
TOTAL:			\$264,217.00	

Dealer Signature: _____

Customer Signature: _____

Date: _____

Date: _____

A documentary fee is not an official fee. A documentary fee is not required by law, but may be charged to buyers for handling documents and performing services relating to the closing of a sale. A documentary fee may not exceed \$50 for a motor vehicle contract or a reasonable amount agreed to by the parties for a heavy commercial vehicle contract. This notice is required by law.



WICHITA FALLS-WICHITA COUNTY PUBLIC HEALTH BOARD MINUTES

September 9, 2022

Wichita Falls-Wichita County Public Health District
1700 Third Street – Warren Assembly Room
Wichita Falls, Texas

BOARD MEMBERS PRESENT:

Keith Williamson, M.D., Chair
Lauren Jansen, Ph.D., R.N., Vice-Chair
Paris Ward, M.A., B.S., Secretary
David Carlston, Ph.D.
Tonya Egloff, D.D.S.

Physician – City Appointment
Registered Nurse – City Appointment
Citizen At-Large - City Appointment
Citizen At-Large – County Appointment
Dentist – County Appointment

BOARD MEMBERS EXCUSED ABSENCE:

Melissa Plowman

Restaurant Association – City Appointment

BOARD MEMBERS UNEXCUSED ABSENCE:

Jered Harlan, D.V.M.

Veterinarian – City Appointment

OTHERS PRESENT:

Lou Kreidler, R.N., B.S.N.
Amy K. Fagan, M.P.A.
Michael Smith
Mark Beauchamp

Director of Health
Assistant Director of Health
Council Liaison
County Commissioner

I. CALL TO ORDER

Dr. Williamson, Chair called the meeting to order at 12:10 pm after a quorum of members attained.

II. APPROVAL OF MINUTES AND ABSENCES

Dr. Williamson called for the review and approval of the July 8, 2022 minutes. Paris Ward introduced a motion to approve the minutes as presented and Dr. David Carlston seconded the motion. The motion passed unanimously.

Excused absence noted for Melissa Plowman.

III. MONKEYPOX (MPX)

Dr. Williamson introduced Brandi Smith, Lead Epidemiologist, to discuss updates on MonkeyPox.

What is Monkeypox?

Monkeypox is a rare disease caused by infection with the Monkeypox virus.

Monkeypox virus is part of the same family of viruses that cause Smallpox.

Monkeypox symptoms are similar to Smallpox symptoms, but milder, rarely fatal and Monkeypox does involve swollen lymph nodes.

Monkeypox is not related to Chickenpox.

Monkeypox was discovered in 1958 when two outbreaks of pox-like disease occurred in Colonies of monkeys kept for research. Despite being named “Monkeypox”, the source of the disease remains unknown. However African rodents and non-human primates (like monkeys) might harbor the virus and infect people.

The first human case of Monkeypox was recorded in 1970. Prior to the 2022 outbreak, Monkeypox had been reported in people in several Central and Western African countries. Previously, almost all

Monkeypox cases in people outside of Africa were linked to International travel to Countries where the disease commonly occurs or through imported animals. These cases occurred in Multiple Continents.

SYMPTOMS

Fever

Headache

Muscle Aches and Backache

Swollen Lymph Nodes

Chills

Respiratory Symptoms (Sore Throat, Nasal Congestion, or Cough)

A rash that can look like pimples or blisters that appear on the face, inside the mouth and on other parts of the body, like the hands, feet chest, genitals or anus.

The Disease, which can cause a skin rash, appears to be spreading largely via direct contact with the skin or saliva of an infected person. Symptoms are noticed 3 weeks after exposure, incubation period is 7 – 14 days but could go 5 - 21 days. Most cases so far have been among men who have sex with men.

People should avoid close, skin-to-skin contact in large crowds where people are wearing minimal clothing, such as nightclubs, festivals, saunas and bathhouses. Also, people should avoid close, skin-to-skin contact with someone with a new unexplained rash.

As of 9/9/22 21,504 total confirmed Monkeypox/Orthopoxvirus cases in the United States. Monkeypox has infected all 50 states and also the District of Columbia and Puerto Rico. Worldwide there are 56,609 cases. There are no cases in Antarctica.

First case was in Texas on June 7, 2022. A Dallas resident that traveled to Mexico. As of 9/9/22 1,899 Cases in Texas. There are 847 cases in our area, but the Dallas/Fort Worth area is included in this total. Harris County has the next with 785 total cases. There has been 18 deaths worldwide. Most cases in Texas have spread through close, intimate contact with someone who has Monkeypox.

Age range is 18 – 49 mostly men, but 51 cases are women. The women most likely have a close risk, includes having sex, kissing or hugging someone with Monkeypox or sharing cups, utensils, bedding or towels with them.

The Wichita Falls-Wichita County Public Health District reports the first probable case of Monkeypox in Wichita County. However, the Health District stresses there is no risk to the public at this time. A probable case, as identified by the Texas Department of State Health Services, is an individual who tested positive for a ortho-pox virus, and has exhibited symptoms but has not had a confirmatory Monkeypox test.

The first Wichita County case was August 10th. The patient is a 51 year old male Wichita County resident who developed symptoms and was tested for Monkeypox in Fort Worth, Texas. He was tested one week after noticing a lesion which appeared 12 days after a sexual contact. No contact after the lesion was found. He was our 4th person under investigation and we have 7 right now. The patient is no longer symptomatic or infectious. The Health District is investigating to identify any contacts or exposures that may have occurred.

On August 30th the Texas Department of State Health Services confirmed the first death of a person diagnosed with Monkeypox in Texas. The patient was 51 year old adult resident of Harris County who was severely immunocompromised. The case is under investigation to determine what role Monkeypox played in the death.

Monkeypox Vaccine Information

The Federal Government has allocated Jynneos vaccine to Texas for the prevention of Monkeypox. Jynneos is a two-dose vaccine, with the second dose 28 days after the first. We have given 3 vaccines here at the Health

District. Jynneos is 85% effective.

Jynneos vaccine is available at the Wichita Falls-Wichita County Public Health District.

People with a known or possible exposure to the Monkeypox virus remain the highest priority for vaccination.

People who are at an increased risk of Monkeypox & who should consider vaccination:

- Are men who have sex with other men.

- Have had multiple or anonymous sex partners within 21 days.

- Have sex partner who is showing symptoms of Monkeypox, such as a rash or sores.

- Have had a diagnosis of HIV, Chlamydia, Gonorrhea, or early Syphilis, within the previous 12 months

- Are on HIV pre-exposure prophylaxis; or

- Have a condition that may increase their risk for severe disease if infected with Monkeypox virus.

QUESTION:

Paris asked if it is only spread by sexual contact.

Brandi – no it is transmitted by close contact and sexual contact.

Lou – it is spread by respiratory droplets that come from coughing & sneezing, but this Monkeypox seems to be spread more by close contact.

Paris – I heard you say Smallpox vaccines were given up to 1970, so if a person was born after 1970 they have not received the vaccine. Will they start giving the vaccine to persons born after 1970?

Lou – There is a National stockpile of the vaccine for Smallpox, but because it can be weaponized they do not give it widely and she does not think they will bring it back.

Dr. Williamson – I believe the Jynneos vaccine was invented for Smallpox not Monkeypox.

Lou – after discussing with Dr. McBroom we will give the vaccine to individuals who meet the state criteria.

Dr. Williamson – Thank you, I don't think it will escape and be as broad of a concern as COVID. Or be an epidemic as COVID.

Lou – it is an epidemic in Africa.

IV. Ambulance Franchise Renewal

Dr. Williamson introduced the next item on the agenda.

Lou said the Franchise is done every 5 years. Susan Morris, that used to be over Environmental left and then we had COVID and it fell off the radar. We are behind and it should have been done last year. We sent the packet out to our 2 current Ambulance services, Trans Star and American Medical Response (AMR). They have until the middle of the month to return the packets back to us and then I will review them and bring them before the Council for review. Council will see them the first week of October.

We will set up a reminder system so 5 years from now we will remember that we are supposed to redo the Franchise renewal.

In the Budget that was passed by the City there was 2 projects in it for the Health District. One for remodeling the front entrance and the other was for an awning for Animal Services. Thank you so much to the Council for helping and passing this. We have been trying to get both of these for a long time. The entrance will help bring the Health building up to date and the Awning was needed to help protect visitors and animals from the high temperatures in the summer. We appreciated both very much.

The other thing I would like to let you know is that I have turned in my retirement paperwork and will be retiring the end of this year. I have been with the Health District for 21 years and Director for 16 years. Amy will be serving as interim Health Director.

Michael Smith – Lou could you tell us about the new COVID vaccine booster. The new vaccine that covers both the variants.

Lou - CDC asked the manufactures to come up with a vaccine that will work for both the variants. Pfizer and Moderna worked together to get the new vaccine that would cover both Omicron and Delta variants. If you have had no boosters you could get the new vaccine. If you have had your boosters you can get the new vaccine 2 months after your last booster. It does need to go through the final approval process. We have pulled the existing booster for 12 and up. The only booster available is the Omicron & Delta booster.

Amy - we should be able to start giving the new booster next week. They have removed the age requirement and anyone over 50 can receive the new vaccine.

Michael Smith – If you have had COVID recently when can you get the booster.

Lou – you need to wait 90 days after having COVID to get the vaccine.

Dr. Williamson – Can anyone order the vaccine & is there a cost?

Lou - Some are billing Insurance Company's. She does not anticipate the Health District will charge.

Michael – should you wait to get the vaccine if you're getting the flu shot?

Lou – some think you have a better response if you wait further out on the booster. But, she has not heard anything about waiting.

Amy – we have heard that this year the flu may be bad. We offer the flu shot starting in October.

Paris – are we going to meet on Veterans Day?

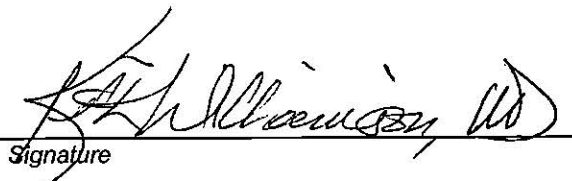
Lou – Marsha can send an email out. We may suggest an alternate date.

V. NEXT MEETING DATE

Next meeting will be November 11 or alternate date.

VI. ADJOURN

Dr. Williams adjourned the meeting at 12:40.



Signature

Print Name - Keith Williamson, MD, Chair, Lauren Jansen, PhD, RN, Vice-Chair, Paris Ward, MA, BS, Secretary

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION

September 15, 2022

Present:

Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Darron Leiker	§	
Brent Hillery	§	
Stephen Santellana, Mayor	§	Mayor & Council
Larry Nelson, Councilor, District 2	§	
Paul Menzies, Assistant City Manager	§	City Administration
R. Kinley Heggland, Jr., City Attorney	§	
Russell Schreiber, Director of Public Works	§	
Jessica Williams, CFO	§	
Terry Floyd, Director of Development Svcs	§	
Stephen Calvert, Senior Budget Analyst	§	
Chris Horgen, Public Information Officer	§	
Paige Lessor, Recording Secretary	§	
Richard Gordon, Interim President/CEO	§	Wichita Falls Chamber of Commerce
Taylor Davis, Dir of Bus Retention & Expansion	§	
Ryan McGowan, Director of Bus Intelligence	§	
Johnny McClane	§	Falls Metal Fabrication, LLC
Lynn Walker, Writer	§	Times Record News

Absent:

Phyllis Cowling, Secretary-Treasurer	§	WFEDC Member
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1. Call to Order

Mr. Leo Lane called the meeting to order at 2:30 p.m.

2. Consent Agenda

a. Approval of Minutes (August 18, 2022)

b. Financial Report

Mr. Paul Menzies addressed the Board and said he received the sales tax report for September reflective of July sales. Sales are up 8.3% from the same month last year and trending just short of 10% ahead of last year. If this trend continues, revenue from sales tax for this Corporation will be about \$5.1 million.

Mr. Leiker moved to approve the consent agenda. Seconded by Mr. Toogood, the motion carried 4-0.

3. Discussion and possible action related to the Wichita Falls Economic Development Corporation's FY 2023 proposed budget

Mr. Menzies directed the Board's attention to the far right-hand column of the financial report. He said if sales tax pans out the way expected, at about \$5.1 million, the budget is flat for the next year. Based on the Federal Reserve's actions over the past few months, interest earnings will be significantly higher, which is positive for the Corporation's revenue. He further discussed the Corporation's third-party contract with the Chamber, reminding the Board it is based on a calendar year, so what is budgeted is a blend of the last three months of this calendar year and the first nine months of the next calendar year. Mr. Menzies then listed the three other third-party contracts that were approved at the Board's July meeting, SMAC, Downtown Wichita Falls Development (DWFD), and i.d.e.a.WF, as well as the City administrative expense and the annual payment for the Business Park Infrastructure Project. Beginning the new fiscal year, the Corporation should have approximately \$14 million for new projects.

Mr. Toogood noted that the debt service for the Business Park Bond increased slightly compared to the prior two years. He is asked if the reason was because of the new bond. Ms. Jessica Williams explained that there would be slight variations with the bond schedule because of where the interest is compounding at the time.

Mr. Lane noted that the Business Park electricity is budgeted at \$7,000, but the costs have only been around \$150.00. Mr. Menzies stated that as the infrastructure project wraps up, there will be streetlights that will require electricity.

Mr. Leiker moved to approve the WFEDC's FY 2023 budget. Seconded by Mr. Hillery, the motion carried 4-0.

4. Discussion and possible action related to canceling the current \$16,000 Cash-for-Jobs agreement with Falls Metal Fabrication and executing a new agreement for the same amount in the form of a forgivable loan

Ms. Taylor Davis addressed the Board and noted that Falls Metal Fabrication had won a cash-for-jobs incentive for \$16,000 through the i.d.e.a.WF competition. She said since that time, the Company had recently purchased a facility in Downtown Wichita Falls. The facility comes with a significant renovation cost, especially in bringing its fire suppression system up to code. Ms. Davis explained that the Company is requesting a transition from the current cash-for-jobs model to an upfront forgivable loan in that same amount. She then introduced Mr. Johnny McClane to speak about the renovation.

Mr. McClane stated that he had a progress report to give the Board. He said that Greg Patterson, a mechanical engineer, has joined their team, and he would help set up the operation of the new equipment they have ordered. The new equipment is substantially more expensive now than it was six months ago and should all be delivered in about two months. They have produced and sold a few fireplace units, but they currently do them by hand. Underwriters Laboratories has been in quarterly to inspect their space and the units they produce. Their Company has been in contact with three distributors who have shown great enthusiasm about their product and are ready to place orders when they can deliver them in larger quantities.

Mr. McClane explained that he and his partner, Lee Birk, purchased the old Empire Paper Company building at 14th Street and Scott. They will move the entire Falls Metal Fabrication operation to that location. The building has plenty of room for the new equipment, including 29,500 square feet, loft storage, and loading docks. They are working with the City on their plans and permits to complete all required alterations, including the fire suppression system, accessible bathrooms, and emergency exit doors. Mr. McClane said their Company had incurred far more expenses than planned to get their operation up and running, but they are still moving along. They hope the Board will agree to realign the funds previously approved to assist with renovating the building.

5. Executive Session

Mr. Lane adjourned the meeting into executive session at 2:40 p.m. pursuant to Texas Government Code §§ 551.087 and 551.071. He announced the meeting back into regular session at 3:00 p.m. The subjects posted in the Notice of Meeting were deliberated, and no votes or further actions were taken on the items in executive session.

6. Motions

Falls Metal Fabrication's request to cancel the current \$16,000 Cash for Jobs agreement and execute a new agreement for the same amount in the form of a forgivable loan

Mr. Toogood moved to allow WFEDC President Leo Lane to cancel the current performance agreement with Falls Metal Fabrication for \$16,000 in Cash for Jobs, then execute a new performance agreement with Falls Metal Fabrication for the same amount as a forgivable loan, which will be forgiven should Company hire and employ four employees for a term of 1 year. The loan funds will be distributed in one installment and immediately payable upon execution of the performance agreement and promissory note. Seconded by Mr. Hillery, the motion carried 4-0.

7. Adjourned.

The meeting adjourned at 3:02 p.m.



Leo Lane, President

MINUTES

PLANNING & ZONING COMMISSION

October 12, 2022

PRESENT:

David Cook
Michael Grassi
Blake Haney
Mark McBurnett
Doug McCulloch
Matt Marrs
Noros Martin
Steve Wood
Jeremy Woodward
Councilor Whiteley

◆ Chairman
◆ Member
◆ Member
◆ SAFB Liaison
◆ Member
◆ Alternate No. 2
◆ Member
◆ Alternate No. 1
◆ Vice-Chair
◆ Council Liaison

Paul Menzies, Assistant City Manager
Terry Floyd, Development Services Director
Fabian Medellin, Planning Manager
Christal Cates, Development Services Assist.
Cedric Hu, Planning Technician

◆ City Staff
◆ City Staff
◆ City Staff
◆ City Staff
◆ City Staff

ABSENT:

Steve Lane
Wayne Pharries
Cayce Wendeborn

◆ Member
◆ Member
◆ Member

I. CALL TO ORDER

The meeting was called to order by Chairman, Mr. David Cook, at 2:00 p.m. Vice-Chairman Cook proceeded to make the following comments:

- a. This meeting is being televised live on Channel 1300. It will be replayed at 2:00 p.m. daily including Saturday and Sunday until the next live meeting is aired which will be the second Wednesday of next month at 2:00 p.m.
- b. Motions made by the Commission members include all staff recommendations and developmental requirements listed in the staff report. Any deviations will be discussed on a case-by-case basis and voted on accordingly.
- c. Applicants and citizens who wish to address the Commission or answer questions from the Commission members are asked to please speak into the microphone at the podium. This meeting is being taped and there is no microphone to record statements made from the audience.
- d. Commission members, when speaking please remember to press the button to turn on your microphone.

- e. Please silence all cell phones during the meeting. If it is necessary for you to have a cell phone conversation during the meeting, please use the hallway outside this room.

III. PUBLIC COMMENTS

Chairman Cook asked if there were any comments from the public. With no response, Mr. Cook congratulated Mrs. Christal Cates on her recent marriage and closed public comments.

IV. APPROVAL OF MINUTES

Mr. Noros Martin made a motion to adopt the September 14, 2022, minutes with the correction to add Doug McCulloch as present. Vice Chairman, Jeremy Woodward seconded the motion. The motion was passed unanimously, 8-0.

VII. CONSENT AGENDA

Case P 22-19 Irrigation Subdivision, Lots 1A & 2, Block 9 Plat
Case P 22-20 Alyahya Addition, Lot 1, Block 1 Plat

Chairman Cook asked if anyone had an item to be moved to the regular agenda. Nothing to be moved. Mr. Blake Haney made a motion to approve the consent agenda. Mr. Matt Marrs seconded the motion. Motion passed unanimously, 8-0.

VIII. REGULAR AGENDA

1. Case R 22-16 – 1411 Taylor Street:

Consider taking action on a conditional use at 1411 Taylor Street to allow for a duplex in a Single Family-2 (SF-2) zoning district.

Applicant/Owner: Phoenician Development Group/Scottie Smith, II

Mr. Cedric Hu presented the case and stated staff had met with Mr. Scottie Smith with Phoenician Development Group regarding the development of a new duplex on the subject property located at 1411 Taylor Street.

Mr. Hu advised the subject property was located in central Wichita Falls, three blocks north of Zundy Elementary. The property is currently vacant and surrounded by other residential structures with residential uses.

Mr. Hu stated the applicant's site plan showed 2 residential structures, each having 2 bedrooms and 2 baths. The structure would be a total of 2,236sf, placed 26ft. from the front property line, 36ft. from the rear and 11ft. from both sides, adhering to all setback requirements.

The subject property is surrounded by other residential properties, located to the northwest a few blocks from the Commercial Corridor (CC) along Kemp Boulevard and to the southeast more residential and some Limited Commercial (LC) properties.

Mr. Hu advised staff sent notices to 23 surrounding property owners located within 200ft of the subject property and received one response, that being opposed. With all potential impacts taken into consideration, staff recommends the approval of the proposed duplex at 1411 Taylor Street subject to the following conditions:

1. A total of 4 parking stalls be provided meeting the design standards of Section 6200 – Off Street Parking Regulations.
2. The duplex shall comply with all applicable building code regulations, permitting, and inspections.

Chairman Cook asked if there was anyone from the public that would like to comment. Mr. Scottie Smith, applicant, advised he was present for any questions, but had nothing to add to the presentation. With no other comments, Mr. Cook called for a vote. The motion passed unanimously 8-0.

IX. OTHER BUSINESS

Mr. Medellin provided an update to the Commission on the City Council approval of the rezoning case R 22-04 4413, 4415 & 4419 Sisk Road.

X. ADJOURN

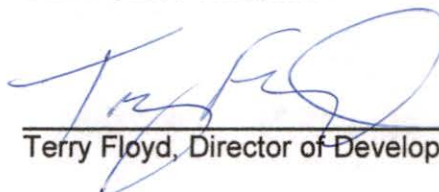
Chairman Cook adjourned the meeting at 2:07 pm.



David Cook, Chairman

11/9/2022

Date



Terry Floyd, Director of Development Services

11/9/2022

Date

LANDMARK COMMISSION MINUTES

October 18, 2022

MEMBERS PRESENT:

Michele Derr	■ Chairperson
Christy Graham	■ Member
Andy Lee	■ Member
Nadine McKown	■ Vice-Chairperson
Noros Martin	■ P&Z Liaison
Marcela Medellin	■ Member
Janel Ponder Smith	■ Member
Tim Brewer	■ Council Liaison
Terry Floyd, Development Services Director	■ City Staff
Chris Horgen, Public Information Officer	■ City Staff
Karen Montgomery-Gagné, Principal Planner	■ City Staff

ABSENT:

John Dickinson	■ Member
Joel Hartmangruber	■ Member

GUESTS:

Mark Jackson, Applicant	■ WFHHD
John Phillips, Resident	■ WFHHD
Kim Tigrett, President	■ WFHHD

I. Call to Order, Introductions and Administer Oath of Office

Chairperson Michele Derr called the meeting to order at 12:00 p.m. Ms. Derr had Commission members, staff and guests, introduce themselves.

II. Review & Approval of Minutes from: August 23rd 2022

Chairperson Derr called for review and approval of the August 23rd 2022 Landmark Commission meeting minutes. Mr. Noros Martin made a motion to approve the minutes, Ms. Janel Ponder-Smith seconded the motion. Minutes were unanimously approved 7-0.

Regular Agenda Item

III. Action Item: Design Review – 1614 Tilden Rear: West Floral Heights Historic District

Request design review approval for Exterior Alterations:

- Replace Vinyl Windows (West Façade) with Aluminum
- Install Ductless Mini-Split Heating/Cooling System & Conduit
- Replace Siding with Hardie-Plank Lap Siding

Ms. Gagné presented the case and gave an overview of the subject property location, noting the property was unusual as this was a second residence on the lot at 1614 Tilden,

a corner property located at Tilden Street and Avenue G. The structure the Commission was considering was located at the rear of the property by Avenue G and the alley.

Ms. Gagné displayed inventory photos noting the structure was a mix of architectural styles having some bungalow features but also minimal traditional. Photos shown from 2019, show deterioration of windows, trim around the roof and shingle siding. Views from the alley looking southwest at the rear structure show changes from current photos, prior to window replacement; installation of rear access steps, ductless mini-split heating/cooling system and exterior conduit.

Current photos looking north at the rear residence were displayed as Ms. Gagné advised the Commission the structure was not an original residence to the historic district, the exact date of placement is not known.

Ms. Gagné advised a stop work order was issued by the building inspector on September 15th, 2022. The owner/applicant met with city staff to discuss how to address the violations. The request was being made to replace the siding with Hardie-Plank cement board lap siding. Ms. Gagné advised the exposed rafter ends were a defining feature and would need to remain visible.

Photos shown of the non-approved replacement vinyl windows on the west façade facing the alley with visibility from Ave G. The applicant will replace the two vinyl windows with PlyGem aluminum single hung windows with LowE glass with a 1 over 1 pattern.

Ms. Gagné stated the second item being requested was the new ductless mini-split heating/cooling system installed along with conduit, also absent of appropriate permits and part of the stop work order issued until addressed by Landmark Commission. The owner has already worked with the city inspections department on all interior items that triggered permitting and inspecting that did not require Landmark approval. An overview on how the Ductless Mini-Split Heating/Cooling System worked was given to the Commission along with photo displays.

The final item requested for replacement was the shingle-style siding. Photos shown displaying various stages of deterioration. Applicant was requesting replacement due to crumbling materials. Existing siding dimensions were 12"x48". Owner requesting Hardie-Plank cement board as a long-term solution for the exterior materials. The proposed material is designed to mimic natural cedar with wood grain texture; resists water absorption; non-combustible; and must be painted within 180 days of installation.

Ms. Gagné stated the treatment for historic materials within the Districts shall follow the sequence of priorities set forth in the Secretary of the Interior's Standards: preservation first, then rehab, the restoration of missing elements if necessary, and finally, new construction. In order to obtain a Certificate of Appropriateness, the applicant shall objectively demonstrate that the proposed project has selected the least intrusive treatment option that is feasible because of the conditions of the existing historic materials. In regard to the windows, ideally the process is to preserve, rehabilitate and restore with replacement as last option. Owners already removed two original windows; replaced with vinyl and are now requesting approval to replace with two aluminum, 1 over 1 windows which follow more closely with the City's Design Review Guidelines provisions. Changes to mechanical

equipment can impact the historic character of a property; it's recommended to locate these elements in the rear yard or non-street facing setback areas. Applicant installed the heating/cooling unit in the rear yard with conduit on the north, east and west facades which do have visibility from Ave G and limited visibility from the alley.

Chairwoman Derr asked if there were any questions. Mr. Noros Martin asked if the owner/applicant was doing the work themselves or was a contractor hired. Ms. Gagné deferred the question to the owner. Mr. Martin stated he was asking because he wanted to know if the owner was doing the work if he was aware he had to go through this process or if he had a contractor, and did the contractor contact the city to see if he was following the proper procedures. Ms. Gagné advised the owner/applicant did not reside at the subject property, that it was a rental and from there would let the owner respond. Mr. Mark Jackson, 406 Morningside Drive, is the owner/applicant and stated this all started as a father/daughter project, initially just interior painting, replacing some lights until vagrants knocked out some windows. Mr. Jackson stated he was not aware there were requirements on window replacements and did not have a contractor doing the work, they simply picked out new windows they thought would make the structure esthetically pleasing. Mr. Jackson stated once the stop work order was issued he immediately contacted city staff to rectify the situation and has now employed a contractor to over-see the work to ensure it's done correctly and all standards/Code requirements are adhered to. Mr. Martin asked if the structure would be able to hold the new concrete fiber siding with no studs. Mr. Jackson advised where the deterioration was found it was repaired with marine grade wood and believes the replacement siding is not much heavier than the current siding and contractors have not stated there were any issues. Ms. Marcela Medellin advised the structure not having any studs was a concern. Other questions about siding and insulation were asked and addressed by Mr. Jackson.

Ms. Christy Graham made a suggestion to vote on each item separately. Chairwomen Derr made a motion to vote on items separately, Ms. Janel Ponder-Smith seconded the motion which passed unanimously 7-0.

Ms. Derr stated the first item would be the replacement windows. Ms. Christy Graham made a motion to approve aluminum one-over-one replacement windows, Ms. Nadine McKown seconded the motion which passed unanimously with a vote of 7-0.

The second item was the installation of ductless mini-split heating/cooling system and conduit. Ms. Medellin asked if the system was visible from the right-of-way. Ms. Gagné stated the actual outdoor mechanical unit had minimal visibility, however, the conduit has visibility from the corner of the alley and Avenue G. Ms. Graham asked if the duct had foam on it. Mr. Jackson stated it had an insulated hard wrap on the conduit. Ms. Medellin stated different casings could be purchased that would make the conduit look better. Ms. Christy Graham made a motion to approve the mini-split heating/cooling system and conduit. Mr. Andy Lee seconded the motion which passed unanimously with a 7-0 vote.

Ms. Derr stated the last item for consideration was the replacement siding with Hardie-Plank Lap Siding. Mr. Martin made a motion to approve the replacement siding. Ms. Graham seconded the motion that was approved with a vote of 7-0.

IV. Consideration of Appointments to: West Floral Heights Historic District: Volunteer Design Review Committee

Staff outlined the committee requirements as described in the Wichita Falls Design Review Guidelines:

- Design review volunteer members appointed by the Landmark Commission for 3yr. term
- Assist with reviewing all district design review applications and provide non-binding recommendations to the Historic Preservation Officer and/or Commission
- Demonstrate interest and/or background in historic preservation
- Own property in the West Floral Heights Historic District
- Minimum Number of Appointees: 5
- Maximum Number of Appointees: 7

The current committee structure, as of 2019 appointments, only includes three active members (K. Lister, C. Looney, and J. Phillips) with three vacancies due to relocation/retirement from Wichita Falls (C. Heidebrecht, S. Gross, and J. Phipps).

Current applicants for consideration include: K. Lister, C. Looney, J. Phillips, J. Ponder-Smith, K. Tigrett, S. Todd and J. York.

Chairperson Derr reconvened the regular session of the Landmark Commission at 12:55 p.m. At that time, Mr. Martin introduced a motion to approve all seven applicants as members of the West Floral Heights Historic District Volunteer Design Review Committee with Ms. Janel Ponder Smith as Chairperson. Mr. Andy Lee seconded the motion. Motion passed unanimously. Committee members include the following for a term of three years: K. Lister, C. Looney, J. Phillips, J. Ponder-Smith, K. Tigrett, S. Todd, J. York.

V. Executive Session

Chairperson Derr adjourned the regular meeting at 12:38 p.m. to conduct an Executive Session at 12:39 p.m. in accordance with Texas Government Code §551.074.

The Landmark Commission adjourned into Executive Session with the exception of Ms. Ponder Smith who refrained from participation due to potential conflict of interest being an applicant for consideration of appointment.

VI. Other Business:

a) Monthly Reports

Depot Square:

Ms. Derr gave the following updates:

- Oct. 21st, 22nd, 28th & 29th – Kell House Haunted Tours
- Oct. 25th – Grand Re-Opening of the Kell House
- Oct. 29th – Downtown Trick-Or-Treat 1pm – 3pm
- Now – Oct. 22nd – Wait Till Dark – Backdoor Theater
- Oct. 29th – Rocky Horror Picture Show – Backdoor Theater
- Now - Nov. 12th – Clue, the musical – Wichita Theater, Stage 2 Dinner Theater
- Nov. 12th – Art Battle at Big Blue
- Downtown Farmer's Markets open and operational

Kell House Restoration/Rehab Project:

Ms. McKown, Kell House Museum Curator, provided a final restoration status report and invited members to the official ribbon cutting on Oct. 25th at 5:00 p.m.

West Floral Heights:

Ms. Ponder-Smith gave the following updates:

- Turkey Trot Fundraiser – Thanksgiving morning (Nov. 24th)
- Introduced Kim Tigrett, President of the West Floral Heights Historic District

Ms. Gagné gave the following updates:

- 2908/2910 10th Street – Illegal Accessory Structure

b) Updates:

- Hull Millwork – Part II Window Workshop Cancellation
- Sec. 106 Review – 1600 Block 11th Street (Bethania/URHCS)
- 604 7th (Pfaeffle Bldg) Pending Project Design
- Real Places THC Conference: Registration Still Open RP23 Feb. 1-3; Austin
- Texas Statewide Preservation Plan: Our Resilient Heritage – 50% draft available online: <http://www.thelakotagroup.com/wp-content/uploads/2022/08/Texas-Statewide-Historic-Preservation-Plan-50-percent.pdf>
- TX Preservation Network – Demolition by Neglect for Non-Designated Resources

c) Resources & Periodicals - THC:

- Medallion – Summer 2022
- Indow Windows – Interior Storm/Noise Reduction Inserts; consulted THC CLG staff who indicated this may be a viable option for historic building owners
- NPS Technical Series Webinar – Historic Masonry Façade Repairs – Oct. 26th
- IMI Historic Masonry Webinar - Nov 15th

d) Design Review – Staff Authorized – Minor Alteration/Repairs

- 1503 Grant – WFH HD – Roofing permit: composition shingle
- 711 Indiana – Landmark #36 – Replacement of flat roof
- 1614 Tilden Front – WFH HD – Pending roofing permit issuance for composition shingle

VII. Adjourn

Next regularly scheduled meeting November 22, 2022 – 12 p.m.

Meeting adjourned at 1:13 p.m.



Michele Derr, Chairperson



Date

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION

October 20, 2022

Present:

Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Phyllis Cowling, Secretary-Treasurer	§	
Darron Leiker	§	
Brent Hillery	§	
James McKechnie, Deputy City Attorney	§	City Administration
Jessica Williams, CFO	§	
Terry Floyd, Director of Development Svcs	§	
Chris Horgen, Public Information Officer	§	
Paige Lessor, Recording Secretary	§	
Richard Gordon, Interim President/CEO	§	Wichita Falls Chamber of Commerce
Taylor Davis, Dir of Bus Retention & Expansion	§	
Ryan McGowan, Director of Bus Intelligence	§	
Karen Bivona, Office Manager	§	
Tom Sri, Associate Director	§	Raytheon Technologies
Ajay Kumar, General Manager	§	P&WC Aerospace (US), Inc. (WF)
Jay Carter, CEO	§	Carter Aviation
D'Lyn Davison		Davison Rugeley, LLP
Matt Anderson		Sherrill & Gibson, PLLC
Lynn Walker, Writer	§	Times Record News

1. Call to Order

Mr. Leo Lane called the meeting to order at 2:30 p.m.

2. Consent Agenda

a. Approval of Minutes (September 15, 2022)

Mr. Toogood moved to approve the minutes. Seconded by Mr. Leiker, the motion carried

5-0.

b. Financial Report

Mr. Leiker told the Board that Mr. Menzies was not present, but CFO Jessica Williams was available for any questions. Ms. Williams said things were still tracking well. She stated that as the fiscal year closes, the WFEDC will still receive sales tax for the next 60 days, so there will still be some changes. Also, there will be year-end adjustments that the Board has already considered

in the budget.

Mr. Lane noted that this year and last year are far ahead of the previous 22 or 23 years on the report. Ms. Cowling asked when the City started collecting tax from online sales. Mr. Leiker said the City has been receiving sales tax from Amazon for quite some time because they negotiated some agreements with the State of Texas. Mr. Leiker further explained that the legislature would be debating the issue of sourcing in the near future. The comptroller's office wants to change which location receives the sales tax. The comptroller would like the destination location to receive it, rather than the source location. Where ever the order is placed is what location will get the sales tax, not from where the item is shipped. Wichita Falls will most likely see a positive change from that decision.

3. Discussion and possible action related to a forgivable loan incentive for Pratt & Whitney Components expansion project.

Ms. Taylor Davis addressed the Board and introduced P&WC Aerospace (US), Inc., also known as Pratt & Whitney Canada. Ms. Davis noted that the Company has been a pillar in this community since 1997 and continues to be a center of excellence in Wichita Falls for the work they do. They have considered three other facilities, and should they consider Wichita Falls as their final location, they are planning to create a new Platinum-Aluminide OEM coating product line. They plan to invest around \$10 million in capital expenditure. In addition to retaining 125 full-time employees, they will be looking to add an additional 30 FTEs for a total of 155 FTEs. Wages for the new hires will average around \$50,000 per year plus benefits, which will generate an economic impact of over \$2.5 million annually in new payroll. Ms. Davis introduced Tom Sri with Raytheon Technologies, the parent company of P&WC, and Ajay Kumar, General Manager of the local P&WC facility.

Mr. Tom Sri addressed the Board and thanked Ms. Davis for all her work with their Company. Mr. Sri stated that the Company is celebrating 25 years in Wichita Falls and wants to grow again. Mr. Sri presented a PowerPoint presentation to the Board, explaining an overview of the Company and the proposed expansion project. Raytheon makes helicopter engines (military, commercial, and business aviation). Specifically, P&WC makes business, regional, and helicopter variants. The Company is a global market leader and a market leader in Wichita Falls.

Mr. Sri further explained what the Company does in Wichita Falls. They do component repair, a process called MRO, specifically in the hot section of the engine, where a lot of the action happens. The fuel ignites and gets really hot. The main components of the engines are subject to very harsh conditions and high temperatures. Mr. Kumar and his team in Wichita Falls repair those parts to get those planes flying again. In the time that the Company has been in Wichita Falls and with the Board's help over the years, P&WC has continued to make investments to this facility to create an advanced manufacturing location. With the help of WFEDC, the Company made these advancements, which brought more jobs and allowed the Company to bring future work and grow capacity.

Mr. Sri explained the expansion project further. He said that the Company is deciding where to put the center of excellence for this coating, called Platinum-Aluminide coating. It is a brand-new technology and doesn't exist anywhere else in their network. The engine parts burn so hotly to get fuel efficiency and go faster and quieter. To be able to do that, the industry needs better coatings. The Company is also going to make some other enhancements across the site so they can have the capacity to bring future programs to Wichita Falls as well. The Company's investment

will include 30 new jobs and \$10 million. Mr. Sri then handed the presentation over to Mr. Ajay Kumar.

Mr. Kumar explained that the Wichita Falls facility has plenty of space for the new equipment needed to make the new coating. He displayed photos of the equipment and explained that this technology is transformational and futuristic, and the market is shifting toward this type of coating. Further, Mr. Kumar said to keep their current and future customers satisfied, the Company must change to this coating. Mr. Kumar described how the line would look at the facility. He explained that the equipment is environmentally safe and the Wichita Falls site already produces different types of coating, so they already have the experience and knowledge in this technology. He also told the Board that the employees at the Wichita Falls site are very well respected in the network, and their product quality is well respected worldwide. Mr. Sri emphasized that they have customers who request their parts be repaired in Wichita Falls, which speaks to the quality of work, the technology, the leadership, and community support.

Mr. Sri stated how grateful the Company is for the community support, so they give back to the local community, supporting veterans, local STEM, and school opportunities. He thanked the Board for their consideration and asked if there were any questions.

Ms. Cowling asked, in regards to the decision between the three sites, if there are any other criteria regarding the Company's determination of which the Board should be aware. Mr. Kumar stated that the Wichita Falls site has a competitive advantage over other sites because customers love the quality of the parts from Wichita Falls. Mr. Sri stated that some training would be helpful, so the community's continued support of the collaboration with the community college and those programs are integral. Also, support with the permitting processes would be great when the time comes.

4. Discussion and update from Carter Aviation regarding the status of their current operations.

Ms. Davis introduced Carter Aviation regarding their extension agreement for their \$3.28 Million forgivable loan awarded in 2009. The current agreement provided a five-year extension before payments would begin, which recently expired on June 12, 2022. She introduced Jay Carter, President of Carter Aviation, to give an update on their project.

Mr. Carter presented a video to give the Board a review of what the Company has done. Mr. Carter stated that without the funds loaned, it could not be where it is today. He said it had taken them a lot longer than they initially thought. He explained that five years ago, the Company was working on a deal with the Triumph Group, a huge aviation company. They build the 747 fuselage for Boeing and the 737 fuselage for the replacements for Southwest Airlines. And they make almost all helicopter transmissions. Carter Aviation came very close to being bought out by Triumph, but the deal fell through in a vote of three against two. Mr. Carter stated that the vice president of the Triumph Group, Martin Peryea, left Triumph and formed a new company with Carter named Jaunt, in which Carter owns 60%, and Mr. Peryea owns 20%. Another guy in the business aspect of the Company owns 20%. Since then, they have merged with a company called Airo, which is made up of six or seven aerospace companies. Airo offered Jaunt a lot of money to come on Board. More than enough money to pay all their debts and more than enough to give all their shareholders a significant return on their investment. Now five banks have come on Board to take them public. Raymond James is the principal, and Citibank wants to be a part of it. Mr. Carter said they would go public, but he does not know when they will go public. The banks are in charge.

It could happen this year, or it might happen next year. Once they go public, they will get a lot of money, so there will not be an issue about paying Wichita Falls back because there will be enough money. But he has no control over when it will happen but feels very confident that it will happen. Mr. Carter further explained the technology and the excitement behind it. Then he took questions from the Board.

Mr. Leiker commented that he would think the military would be interested in this technology and asked if Mr. Carter had worked with them lately. Mr. Carter said that other aerospace companies played dirty tricks on his Company because his technology would make what they have obsolete. Mr. Carter stated that they had several military contracts, but they never surmounted because other aerospace companies played dirty tricks and the generals who made those decisions knew that if they voted to go with Jaunt, they would not have a job when they left the military.

Ms. Cowling asked some questions regarding the business aspect and transactions of Carter Aviation. She asked Mr. Carter about the percentages of the partnership to form Jaunt. She wanted to confirm that those percentages were 60, 20, and 20. Mr. Carter stated that was correct. Then he explained that those were the initial numbers, but they had to sell some stock, diluting everyone's percentage. He said he no longer has 60%, but he has over 50% controlling interest. Ms. Cowling asked Mr. Carter who owns the additional component of Jaunt. Mr. Carter explained that Jaunt merged with Airo. Ms. Cowling then clarified that Airo is not a public company but is looking to make an initial public offering. Mr. Carter confirmed that was correct. Mr. Lane asked if the merger with Airo was complete, and Mr. Carter confirmed it was complete. Mr. Carter stated that the only way it "unwinds" is if the IPO does not occur.

Ms. Cowling then asked what kind of structure or investment was made when Jaunt merged with Airo. Mr. Carter stated that Airo made them a fantastic deal they could not turn down. He said that once the IPO closes, they will get enough money to cover their debt and make all their shareholders wealthy. Ms. Cowling then confirmed that Airo has not yet put any money into Jaunt and then asked what happens if the IPO doesn't close and what the timeline is under contract for this to occur. Mr. Carter said if this is not going to happen, they can stop it, but unless something terrible happens, they will go public with Raymond James or one of the other five banks. He said that if the IPO is not going to happen, they can back out, and there would be no merger and no IPO.

Ms. Cowling asked Mr. Carter if the IPO did not come to fruition, how does Carter propose to pay back the loan. Mr. Carter said they would have to do something different and seek another partner. Ms. Cowling then asked where Airo is located and what else they do. Mr. Carter replied that Airo is an aerospace company. They do lots of drones and aviation glass cockpits. Ms. Cowling asked who owns Airo and where they are located. Mr. Carter stated that several companies and several people own Airo. Their CEO is an Indian billionaire that Mr. Carter refers to as C.K. Mr. Toogood asked if Airo was a US Company and Mr. Carter confirmed that.

Mr. Lane asked if Carter received any money when the Jaunt partnership was formed. Mr. Lane confirmed that Carter gave up 40% of his ownership. Mr. Carter said yes, for them to quit their jobs to work for Jaunt. Mr. Lane then asked what happened to the intellectual property when the Carter Aviation and Jaunt partnership transaction took place. Mr. Carter stated that Jaunt now owns the intellectual property. Mr. Lane confirmed that Mr. Carter and the other two investors own the intellectual property. Mr. Carter confirmed that was correct. Then Mr. Lane asked when Jaunt partnered with Airo if Mr. Carter gave up another portion of the intellectual property, but Carter still owns over 50% of the intellectual property. Mr. Carter stated that was correct. Then

Mr. Carter said Jaunt only owns 20% of Airo. He stated that he has a contract that states as soon as the IPO closes, they will get a lot of money and then even more money spread out over three years in quarterly payments plus stock in the Company.

Mr. Carter believed they would have their air taxi demonstrator flying in two to three years. Mr. Lane asked if Airo was going to manufacture that product. Mr. Carter stated that the product would be manufactured in Canada. Ms. Cowling asked by whom. Mr. Carter said it would be manufactured by Jaunt. Mr. Carter noted that Jaunt is just one of six companies in Airo. One of the reasons why they will build in Canada is because Quebec Province has said it will match dollar for dollar all the private money that is put into the Company. The Canadian government matches whatever Quebec does.

Mr. Toogood asked Mr. Carter if he was requesting another extension to the repayment. Mr. Carter said he can't pay the Board today, but he feels pretty good about it. Some pretty big banks are banking on this.

Ms. Cowling asked if there would be any production here in Wichita Falls. Mr. Carter stated that there is a possibility that they can do some prototyping here in Wichita Falls. Then Ms. Cowling asked if Airo or Jaunt have any production contracts. She asked Mr. Carter if she understood that he does have a partnership or some relationship with Uber but no contracts. Mr. Carter stated that Uber could buy from anyone, but other companies, in addition to Uber, will compete with Uber. So they will sell to whoever will pay the most for the aircraft. Mr. Toogood asked if Uber was just waiting for a product that is available for purchase. Mr. Carter stated that was correct.

Mr. Lane asked if Mr. Carter was an in Airo. Mr. Carter stated that he was not. Mr. Lane asked if he was an officer in Jaunt. Mr. Carter said that yes, he is one of the three founders. Mr. Lane asked what Mr. Carter's corporate position is in Jaunt. Mr. Carter stated it was probably an advisor. Mr. Lane then confirmed that Mr. Carter was not an officer in Jaunt. Mr. Carter said he was not an officer, but he is the biggest shareholder in Jaunt and the CEO of Carter. Ms. Cowling asked if Mr. Carter had a role at Airo. Mr. Carter stated that he did not have a role at Airo.

Ms. Cowling then asked if Mr. Carter had any documents or type of memorandum of understanding from Raymond James, Citibank, or any other banks reflecting the IPO's intent. Mr. Carter said yes but that he could not share that. He stated that it is going through the Securities Exchange Commission and is very private. He can't see that, and only a few people can access it.

Mr. Toogood said he understood the setbacks that Mr. Carter has been through and asked if Mr. Carter could give him a perspective on the timeframe. Mr. Carter stated that they started in 1996. And they first flew in 1999. They broke the ME 1 Barrier in 2005. Martin Pariyea became very excited and quit Bell. Mr. Toogood asked when that happened, and Mr. Carter stated it was in April 2019. Mr. Carter said Kaydon Stanzione was the third person in the Jaunt formation. Ms. Cowling then asked if Jaunt was formed in 2019. Mr. Carter confirmed. Then Ms. Cowling asked when the merger with Airo took place. Mr. Carter said it took place in August or September 2021.

Mr. Leiker asked what Mr. Carter meant when he said the banks are in control. Mr. Carter stated the banks would decide when is the right time to go public. They are thinking of a possible time, maybe after the elections. But if not, it could be next year; he just doesn't know. Mr. Toogood proposed that Airo either does not have the resources or does not want to commit the resources to begin production. Mr. Carter said that is an initial \$200 million investment; getting it certified is anywhere from three-quarters of \$1 billion to \$1.5 billion.

Mr. Lane asked if any financial transaction resulted from the dilution of the intellectual property. Mr. Carter stated that no money was exchanged for intellectual property. Mr. Leiker

asked Mr. Carter if the status of his patents had changed and if he still held the patents. Mr. Carter stated that they still own their patents. He said they had refiled new patents on the stuff they did 20 years ago. No one had any further questions. Mr. Carter thanked the Board again and said he would not be this far along without Wichita Falls' support.

5. Executive Session

Mr. Lane adjourned the meeting into executive session at **3:30 p.m.** pursuant to Texas Government Code §§ 551.087, 551.071, and 551.074. He announced the meeting back into regular session at **5:10 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further actions were taken on the items in executive session.

6. Motions

Pratt & Whitney Components (P&WC Aerospace (US), Inc.) forgivable loan incentive for expansion project

Mr. Leiker moved to provide a forgivable loan not to exceed and for a total maximum obligation of \$2,750,000 to P&WC Aerospace (US) Inc., as presented. The loan funds will be distributed in one equal installment and will be immediately payable upon execution of the performance agreement and promissory note. The loan will be forgiven at a rate of 14.29% per year over a seven-year term based on the retention of 125 FTEs and the addition of 30 FTEs for a total of 155 FTEs. Seconded by Ms. Cowling, the motion carried 5-0.

7. Adjourned.

The meeting adjourned at 5:13 p.m.



Leo Lane, President

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Ordinance authorizing the carry-forward of capital and related funds from the FY 2022 Budget to the FY 2023 Budget as part of the FY 2022 year end closing process.

INITIATING DEPT: Finance Department

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: Finance staff is currently in the process of closing the City's financial records for the fiscal year ended September 30, 2022. As part of that annual process, it is sometimes necessary to make budgetary adjustments to various operating funds where expenditures approved and appropriated during the 2022 fiscal year need to be carried forward to the current 2023 fiscal year to allow for the completion of capital projects and capital purchases that did not complete before the fiscal year end. Each item included in this budget amendment has been before Council previously and the funds have been approved for expenditure. However, as the fiscal year drew to an end, these multi-year projects did not reach completion and therefore, did not have budget in the current fiscal year. This amendment carries forward these appropriations to allow payment of these contracts in the current year. Because these funds were appropriated and approved in the prior year, they have an available encumbrance to move forward and will not negatively impact fund balance as they have already been accounted for. Due to supply chain shortages, this carry-forward item includes some items which have low individual costs. In general, these items were a part of a larger project and the City is awaiting delivery.

Staff recommends City Council approve the following budgetary amendments for FY 2022:

General Fund: The carryforward items in the General Fund include the following:

- Memorial Auditorium Security Cameras: \$48,450. Project in process at year end.
- Health Department Auto Door Operators Replacement - \$8,975. Project in process at year end.
- West Wing Stabilization: \$1,512,530. Project in process at year end.
- Firefighter Turnout Gear: \$65,148. Awaiting delivery of gear at year end.
- Asphalt Rehab Project (2022): \$600,538. Project in process at year end.
- Concrete Rehab Project (2022): \$881,287. Project in process at year end.
- Repair 7th Street Railroad Crossing: \$295,881. Awaiting receipt of an invoice from Burlington Northern Santa Fe.

Water/Sewer Fund: The carryforward items in the Water/Sewer Fund include the following:

- Evaluation of Jasper High Service Pump: \$17,786. Project in process at year end.
- Kubota ATV/Replacement: \$13,659. Awaiting delivery at year end due to manufacturer delays.
- Pump Variable Frequency Drive (VFD): \$10,844. Awaiting delivery at year end due to manufacturer delays.
- Blower Motor Rewind: \$25,350. Emergency repair in process at year end.
- Operations Building Roof Air Conditioning: \$17,783. Awaiting delivery at year end due to manufacturer delays.
- Lake Ringgold Water Rights Application: \$79,943. Permitting in process at year end.
- Lift Station 25 Odor Control Study: \$61,339. Project in process at year end.
- 9th Street Elevated Storage Tank: \$5,615,548. Project in process at year end.
 - Consulting/Design Services: \$500,000
 - Control and Yard Piping: \$572,372
 - Replacement: \$4,543,176
- 2021 Lift Station Project: \$107,328. Project in process at year end.
- Lift Station 61 Pumps: \$74,041. Awaiting delivery at year end.
- 2022 Budget Utility Improvement Projects (BUIP): \$2,682,224. Project in process at year end.
 - Sewer Phase I: \$121,671
 - Sewer Phase II: \$1,192,530
 - Water: \$1,368,023
- Pump Repair at HQ Road Pump Station: \$58,124. Project in process at year end.
- Water Purification Equipment and Repairs: \$367,296. Awaiting delivery at year end due to manufacturer delays.

Sanitation Fund: The carryforward items in the Sanitation Fund include the following:

- Routeware Implementation: \$10,182. Awaiting final optimized routes.
- Alley Rehab Project (2022): \$355,198. Project in process at year end.
- Landfill Entrance Facility Improvements: \$76,500. Awaiting bid plans at year end.

Stormwater Fund: The carryforward items the Stormwater Fund include the following:

- Quail Creek Drainage (Phase 1): \$149,408. Project in process at year end.
- Drain Maintenance Project (2022): \$689,532. Project in process at year end.
- Transfer Station Basin Improvements: \$2,226,887. Project in process at year end.

Information Technology Fund: The carry-forward adjustments in the Information Technology Fund include the following:

- PC Replacements: \$109,482. Project in process at year end.
- Phone Switch Replacement (PSTC): \$22,110. Project in process at year end.
- CAD/Mobile/Records: \$277,530. Project in process at year end.

- Server Replacement: \$161,250. Project in process at year end.
- Network Assessment Remediation: \$167,066. Project in process at year end.

Fleet Fund: The carry-forward adjustments in the Fleet Fund include the following:

- Vehicles and Equipment: \$1,282,812. Awaiting due to manufacturing delays at year end.
- Fleet Management Study: \$94,941. Project in process at year end.

Transit Fund: The carry-forward adjustments in the Transit Fund include the following:

- Buses (4) (35-ft Heavy Duty): \$1,906,175. Awaiting due to manufacturing delays at year end.
- Tractor: \$154,564. Awaiting due to manufacturing delays at year end.
- Transportation Facility: \$454,148. Awaiting final invoicing at year end.
- Bus Shelter Fabrication Materials: \$43,632. Awaiting delivery at year end.

Staff recommends approval of the ordinance.

☒ **CFO/Director of Finance**

ASSOCIATED INFORMATION: Ordinance and Budget Revisions

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

**Ordinance amending the FY 2023 Budget in various funds as part of
the FY 2022 closing process**

WHEREAS, the City is currently in the process of closing its financial records for the fiscal year ended September 30, 2022; and,

WHEREAS, as part of that process, it is sometimes necessary to carry-forward funds committed and appropriated through City Council action in the prior year for specific projects which did not reach completion as of the fiscal year close to the new year.

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

Budget carry-forward adjustments, as indicated on the attached **Worksheet** and made a part of this ordinance, are hereby approved for FY 2023.

PASSED AND APPROVED this the 6th day of December, 2022.

M A Y O R

ATTEST:

City Clerk

<u>General Fund</u>	<u>Fund/Account</u>	<u>Amount</u>
Memorial Auditorium Security Cameras	1001327-71390	\$ 48,450
Health Dept - Auto Operators replacement	1001327-71400	8,975
West Wing Stabilization	1001327-73190	1,512,530
Firefighter Turnout Gear	1004105-70220	65,148
2022 Asphalt Street Rehab Project	1008220-77220	600,538
2022 Concrete Rehab	1008220-77220	881,287
BSNF 7th Street Crossing	1008220-77220	<u>295,881</u>
Total General Fund:		\$ 3,412,809
<u>Water and Sewer Fund</u>		
Evaluation of Jasper High Service Pump	5508140-72170	\$ 17,786
Kubota ATV/Replacement	5508143-77330	13,659
Pump Variable Frequency Drive (VFD)	5508143-71040	10,844
Blower Motor Rewind (#1)	5508143-71040	25,350
Operations Building Roof Air Conditioning	5508143-71130	17,783
Lake Ringgold Water Rights	5508145-72170	79,943
Lift Station 25 Odor Control Study	5658170-72170	61,339
9th Street EST Design and Consulting	5658170-72170	500,000
Ninth Street EST Level Control and Yard Piping	5658170-77220	572,372
Ninth Street EST Replacement	5658170-77220	4,543,176
2021 Lift Station Project	5658170-77220	107,328
Lift Station 61 Pumps	5658170-77220	74,041
2022 Sewer BUIP Phase I Project	5658170-77220	121,671
2022 Sewer BUIP Phase 2 Project	5658170-77220	1,192,530
2022 Water BUIP	5658170-77220	1,368,022
Water Purification Equipment/Repairs	5658170-77360	<u>367,296</u>
Total Water and Sewer Fund:		\$ 9,073,140
<u>Sanitation</u>		
Routeware Implementation	5308175-72170	\$ 10,182
2022 Alley Rehab	5308175-77215	355,198
Landfill Entrance Facility Improvements	5308185-77160	<u>76,500</u>
Total Sanitation Fund:		\$ 441,880
<u>Stormwater</u>		
Quail Creek Drainage - Phase 1	5528162-77160	\$ 149,408
2022 Drainage Maintenance	5528162-77220	689,532
Transfer Station Basin Improvements	5528162-77220	<u>2,226,887</u>
Total Stormwater Fund:		\$ 3,065,827

<u>Information Technology</u>		
PC Replacement	6202522-70350	\$ 109,482
PSTC Phone Switch Replacement	6202522-77410	22,110
CAD/Mobile/Records	6202522-77410	277,530
Server Replacement	6202522-77410	161,250
Network Assessment Remediation	6202522-77410	<u>167,066</u>
Total Information Technology Fund:		\$ 737,438
<u>Fleet</u>		
Vehicles and Equipment	6007250-77320	1,282,812
Fleet Management Study	6007250-72170	<u>94,491</u>
Total Fleet Fund:		1,377,303
<u>Transit</u>		
Buses (4) (35-ft Heavy Duty)	5207201-77320	\$ 1,906,175
Tractor	5207201-77330	154,564
Transportation Facility	5207209-77170	454,148
Bus Shelter Fabrication Materials	5207201-77220	<u>43,632</u>
Total Transit Fund:		\$ 2,558,519

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution authorizing the purchase of Reverse Osmosis Membrane Elements in order to replace six reverse osmosis trains at Cypress Water Treatment Facility, from Toray Membrane USA Inc., in the amount of \$814,464.00.

INITIATING DEPT: Public Works/Purchasing

STRATEGIC GOAL: Efficiently Delivery City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The membrane elements of a Reverse Osmosis (RO) System have an average life span of 7-years and the current RO elements at the Cypress Water Treatment Facility have reached the end of their regular lifespan. The elements are exhibiting the normal signs of failure through the reduced removal of chlorides and particulate material. The replacement of these elements is critical to the continued treatment of the brackish water from Lake Kemp.

The RO membrane elements have been competitively bid and bids were opened November 1, 2022. Three vendors submitted bids and they have been vetted for compliance with the City's set of specifications for the Reverse Osmosis plant.

Staff recommends the purchase of 2,016 membrane elements at a unit cost of \$404/element for the Reverse Osmosis Plant at the Cypress Water Treatment Facility from Toray Membrane USA, Inc., in the amount of \$814,464.00. Funds have been set aside in Water/Sewer Reserve Funds over the last 8 budget years to replace these elements, and the fund balance is sufficient for this purchase. Delivery of the new elements is expected in February which allows for the change out to occur during the winter months when the RO plant is offline.

☒ **Purchasing**

☒ **Director Public Works**

ASSOCIATED INFORMATION: Resolution , Bid Tab

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the purchase of Reverse Osmosis Membrane Elements in order to replace six reverse osmosis trains at Cypress Water Treatment Facility, from Toray Membrane USA Inc, in the amount of \$814,464.00

WHEREAS, the reverse osmosis membrane elements at the Cypress Water Treatment Plant are in need of replacement in order to improve the efficiency of the operation;

WHEREAS, bids were received and publicly opened on November 1, 2022; and,

WHEREAS, the City Council finds that replacement of the reverse osmosis membrane elements is critical to the continued success of one of the City's Alternative Water Resources projects, the treatment of brackish water from Lake Kemp.

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

City Staff is authorized to execute all documents necessary to purchase reverse osmosis membrane elements from Toray Membrane USA Inc, for replacement in six reverse osmosis trains at Cypress Water Treatment Facility, in the amount of \$814,464.00.

PASSED AND APPROVED this the 6th day of December 2022.

MAYOR

ATTEST:

City Clerk

11/02/2022

BID TABULATION

BID # 22-51
RO MEMBRANE ELEMENT

VENDOR	BRAND	1ST STAGE (448 EACH X 3 RO TRAINS)			2ND STAGE (224 EACH X 3 RO TRAINS)			TOTAL
		UNIT	FREIGHT	SUBTOTAL	UNIT	FREIGHT	SUBTOTAL	
DUPONT WILMINGTON, DE	BW30XFR-PRO400/34	\$475		\$638,400	\$475		\$319,200	\$957,600
HYDRANAUTICS OCEANSIDE, CA	ESPA2-LD ESPA4-LD	\$435	\$2,266.67	\$586,906.67	\$460	\$1,133.33	\$310,253.33	\$897,160
TORAY MEMBRANE USA, INC POWAY, CA	TM620D400SR	\$404		\$542,976	\$404		\$271,488	\$814,464

CITY COUNCIL AGENDA

December 6, 2022

ITEM/SUBJECT: Resolution authorizing the City Manager to execute a change order with Clark Contractor, LLC for the renovation of the Wichita Falls MPEC Exhibit Hall in the amount not to exceed \$3,303,924.

INITIATING DEPT: City Manager's Office

STRATEGIC GOAL: Redevelop Downtown

STRATEGIC OBJECTIVE: Grow Hotel Occupancy Taxes to Support the MPEC

COMMENTARY: The Exhibit Hall was built in 1996 and is in need of renovations and modernization. The citizens passed a 2% venue tax in November of 2019 to help fund the maintenance and capital improvement to the MPEC facilities. This is a 30-year tax and \$2.58 million in bonds were issued for renovation projects. The roof of the Exhibit Hall was the first priority (\$1.37m). This project is currently wrapping up which lines up perfectly for the interior renovations to start.

Some of the renovation will include: complete remodel of all bathrooms, replacement of all carpet, remove vinyl wall covering on exterior walls, new vinyl on interior walls, ceiling grid and tile, replace doors and frames, wall sound panel in banquet rooms and exhibit hall, new entry area wood look surrounds at entrances to exhibit hall, banquet rooms, and concession area, and remove all wood chair bumpers.

With the construction of the Conference Center and Hotel on the grounds of the MPEC, staff felt it was important to ensure the renovation of the exhibit hall were a compliment to the new Conference Center. With that in mind staff engaged the same architect and design team used for the Conference Center to create synergies between the 2 facilities.

Staff felt there was an opportunity to use Clark Contractors for the work to help streamline the subcontractors and material delivery between the two projects. After meeting with Clark and understanding their process of getting multiple bids on the different trades involved it became clear that the most effective way to move forward with construction within the short timeline of the Conference Center completion, was to add the remodel to the scope of services with Clark and issue a change order.

State law allows for change orders up to 25% of the original contract, which this falls within. City Council has already taken steps to move the Exhibit Hall renovation forward by approval of an Architect agreement with Gerri Kielhofner which was approved on June 21, 2022. Council has also appropriated the Venue Tax expenditures and a \$2 million one-time capital expenditure from excess General Funds in the 2022-23 budget process.

The funding for this project comes from a combination of 3 years of Venue Tax revenue, available bond proceeds, and \$2 million of 2021 excess General Funds.

Staff recommends approval of this change order.

☒ Assistant City Manager

ASSOCIATED INFORMATION: Resolution, Contract

☒ Budget Office Review

☒ City Attorney Review

☒ City Manager Approval

Resolution No. _____

Resolution authorizing the City Manager to execute a change order with Clark Contractor, LLC for the renovation of the Wichita Falls MPEC Exhibit Hall in the amount not to exceed \$3,303,924

WHEREAS, the MPEC Exhibit Hall was constructed in 1997 and is in need for a major renovation; and,

WHEREAS, the funding for this project is available through the combination of 3 years of Venue Tax revenue, available bond proceeds, and \$2 million of 2021 excess General Funds; and,

WHEREAS, State law allows for change orders up to 25% of the original contract.

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

The Resolution authorizing the City Manager to execute a change order with Clark Contractor, LLC for the renovation of the Wichita Falls MPEC Exhibit Hall in the amount not to exceed \$3,303,924.

PASSED AND APPROVED this the 6th day of December, 2022.

M A Y O R

ATTEST:

City Clerk

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution authorizing the City Manager to execute an American Institute of Architects (AIA) contract to Bundy, Young, Sims, and Potter Architects (BYSP) to prepare building/construction documents for the Memorial Auditorium Building renovation, and to appropriate American Rescue Plan (ARPA) funds in the amount not to exceed \$918,750.

INITIATING DEPT: Information Technologies & Facilities

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: On June 14, 2022, the City Council approved a resolution adopting a general plan related to the future appropriations of the City's approximately \$29.1M in federal American Rescue Plan Act (APRA) funds to provide economic relief in areas that were negatively impacted by the COVID-19 Pandemic. The generally agreed upon plan included the allocation of funds to strengthen the public health system by replacing the Memorial Auditorium's heating, venting, and air conditioning system to reduce potential public exposure to airborne pathogens. The plan will also boost economic impact/tourism use of the public areas of the facility for various cultural and community productions by maintaining safe social distancing. Critical facility improvements will also be made for the provision of improved general government function of the Memorial Auditorium building's municipal offices.

In 2017, BYSP assisted the City with a need's assessment in preparation for the 2018 Bond Election that proposed a new City Hall, Police, and Fire Departments. They are also providing professional services for the current Memorial Auditorium West Wing Stabilization project. In recent months, BYSP has been assisting City staff in developing a master plan for preparation of the upcoming renovation project, which meet the public health and tourism needs listed above. BYSP possesses valuable knowledge of the City's needs and requirements from their work on those projects. The institutional knowledge BYSP has gained from these previous Memorial Auditorium projects will make the upcoming Memorial Auditorium public health changes move forward more efficiently and will be more cost effective.

It is recommended that the City Council authorize the City Manager to sign all documents necessary to award an American Institute of Architects contract to Bundy, Young, Sims, and Potter Architects in an amount not to exceed \$918,750.

☒ Assistant City Manager

ASSOCIATED INFORMATION: Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to execute American Institute of Architects (AIA) contract to Bundy, Young, Sims, and Potter Architects (BYSP) to prepare building/construction documents for the Memorial Auditorium Building renovation and to appropriate American Rescue Plan (ARPA) funds in the amount not to exceed \$918,750.

WHEREAS, The American Rescue Plan Act (APRA) allocated approximately \$29.1M to the City of Wichita Falls to provide economic relief in areas that were negatively impacted by the COVID-19 Pandemic; and,

WHEREAS, City Council passed a non-binding resolution on June 14, 2022 creating a general plan for the use of ARPA funds; and

WHEREAS, Memorial Auditorium was constructed in 1927, renovated once in 1964, and in need of renovation of the public spaces and office areas to boost the economic impact and improve the ability to provide safe social distancing; and,

WHEREAS, the Staff recommends to award an American Institute of Architects contract to Bundy, Young, Sims, and Potter Architects to provide professional services to prepare the necessary documents for the Memorial Auditorium Building renovation.

WHEREAS, the guidance from the American Rescue Plan Act allows for the appropriation of these funds, for this purpose.

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

The Resolution authorizing the City Manager to execute American Institute of Architects (AIA) contract to Bundy, Young, Sims, and Potter Architects (BYSP) to prepare building/construction documents for the Memorial Auditorium Building renovation and appropriating American Rescue Plan funding through the grant performance period, ending December 31, 2026, in the amount not to exceed \$918,750.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

**CITY COUNCIL AGENDA
December 6, 2022**

ITEM/SUBJECT: Resolution authorizing award of bid for the purchase of ten (10) 2023 Ford Utility Police Interceptors from the low bidder Caldwell Country Ford, LLC in the amount of \$434,250.

INITIATING DEPT: Aviation, Traffic & Transportation

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: Bid 22-50 was opened on October 31, 2022 for the purchase of eleven (11) 2023 Police Patrol Utility Vehicles. However, the bid received came in \$59,675 over budget. Several options were considered as follows:

- Cancel the bid and re-evaluate the purchase of these units in the spring of 2023
- Cancel the purchase of a command supervisor patrol unit that was not included in this bid package.
- Reduce the number of units purchased to better manage the budget overage
- Purchase the eleven patrol units and reduce capital vehicle purchases for other City Divisions

The determination was made to reduce the number of patrol units purchased to ten vehicles and to cancel the purchase of the WFPD command supervisor unit. This will reduce the impact on the FY 23 Fleet capital replacement budget without negatively impacting other capital purchases.

One qualified bid was received as follows:

<u>Dealer</u>	<u>Model</u>	<u>Unit Cost</u>	<u>Total</u>
Caldwell Country Ford LLC Rockdale, TX	Interceptor	\$43,425.00	\$434,250.00

Staff recommends the purchase of ten (10) 2023 Ford Utility Police Interceptors from the low bidder, Caldwell Country Ford, LLC in the amount of \$434,250.00.

Budgeted amount: \$456,000.00
Actual Cost: \$434,250.00
Savings: \$21,750.00

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

☒ **Director of Finance**

ASSOCIATED INFORMATION: Resolution

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



10/31/2022

BID TABULATION

BID 22-50
2023 POLICE PATROL UTILITY VEHICLES
(11 EACH)

VENDOR	MODEL	EACH	TOTAL
CALDWELL COUNTRY	2023 Police Interceptor	\$43,425.00	\$477,675.00

Resolution No. _____

Resolution authorizing award of bid for the purchase of ten (10) 2023 Ford Utility Police Interceptors from the low bidder, Caldwell Country Ford, LLC in the amount of \$434,250.00

WHEREAS the City of Wichita Falls advertised and requested bids for the purchase of eleven (11) police patrol utility vehicles; and,

WHEREAS, bids were received and publicly opened on October 31, 2022; and,

WHEREAS, the lone bid received was over budget \$59,675.00; and

WHEREAS, the City Council desires to purchase ten (10) police patrol utility vehicles to reduce the impact on the FY 23 budget.

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

City staff is authorized to execute all documents necessary to purchase ten (10) 2023 Ford Utility Police Interceptors from the low bidder, Caldwell Country Ford, LLC in the amount of \$434,250.00.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution authorizing award of bid for the purchase of eight (8) ¾-ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$358,898.18.

INITIATING DEPT: Aviation Traffic & Transportation

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: N/A

COMMENTARY: On November 1, 2022, City Council rejected bids for eight (8) FY 22 ¾-ton pickups. At that Council meeting, staff noted that the funds would be carried forward into the FY23 budget. In addition, both FY22 and FY23 pickup purchases would be bid at the same time.

Bid #22-52 was opened on November 4, 2022, for the purchase of twenty (20) ¾ ton pickups in an amount of \$889,794.68. Only one bid was received for these units (Bid tabulation attached). The budgeted amount for these twenty (20) ¾ -ton pickups was \$641,266.25, which included the carry-forward of \$213,266.25 from FY22. Subsequently, the bid package is \$248,528.43 over budget.

Staff considered the following options:

- Cancel the bid and re-evaluate the purchase of these units in the spring of 2023
- Reduce the number of units purchased to better manage the budget overage
- Purchasing the twenty ¾-ton pickups at \$889,794.68, which would result in the cancellation of other capital vehicle purchases

Staff recommends reducing the number of vehicles purchased to eight (8) ¾ -ton pickups. The units replaced will be the vehicles that were cancelled for FY22 at the November 1, 2022 Council meeting.

Staff recommends approval of the resolution authorizing the purchases totaling \$358,898.18 to the low bidder, Wichita Falls Ford-Lincoln, Inc. It is anticipated that vehicle pricing may be more competitive as the computer chip and production issues are resolved. As a result, the \$282,368.07 in savings will be carried forward into FY 24.

Budgeted Amount: \$641,266.25
Actual Cost: \$358,898.18
Savings: \$282,368.07

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

☒ **Director of Finance**

ASSOCIATED INFORMATION: Resolution ; Bid Tabulation

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing award of bid for the purchase of eight (8) $\frac{3}{4}$ -ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$358,898.18

WHEREAS, the City advertised and requested bids for the purchase of twenty (20) $\frac{3}{4}$ -ton pickup trucks; and,

WHEREAS, bids were received and publicly opened on November 4, 2022; and,

WHEREAS, the City Council finds that the lowest responsible bidder was Wichita Falls Ford Lincoln, Inc.

WHEREAS, the lone bid received was over budget \$248,528.43; and

WHEREAS, the City Council desires to purchase eight (8) $\frac{3}{4}$ -ton pickups to reduce the impact on the FY 23 budget.

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

City staff is authorized to execute all documents necessary to purchase eight (8) $\frac{3}{4}$ -ton pickup trucks from Wichita Falls Ford-Lincoln, Inc., in the amount of \$358,898.18.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

11/4/2022

BID TABULATION

22-52
3/4 TON PICKUPS

VENDOR	MODEL	REG CAB (10)		BED DELETE	REG CAB 4X4 (6)		EXT CAB 4X4	4DR 4X4 (2)		TOTAL
		EACH	TOTAL		EACH	TOTAL		EACH	TOTAL	
WICHITA FALLS FORD WICHITA FALLS TX	F-250	\$42,848.36	\$428,483.60	\$42,034.16	\$45,464.66	\$272,787.96	\$47,871.64	\$49,308.66	\$98,617.32	\$889,794.68

CITY COUNCIL AGENDA
December 6, 2022

ITEM/SUBJECT: Resolution authorizing award of bid for the purchase of five (5) one-ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$227,717.22.

INITIATING DEPT: Aviation Traffic & Transportation

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: N/A

COMMENTARY: On November 1, 2022, City Council rejected bids for two (2) one-ton pickups. At that Council meeting, staff noted that the funds would be carried forward into the FY23 budget. In addition, both FY22 and FY23 one-ton truck purchases would be bid at the same time.

Bid #22-53 was opened on November 4, 2022, for the purchase of six (6) one-ton pickups in an amount of \$296,628.00. Only one bid was received for these units (Bid tabulation attached). The budgeted amount for these six (6) one-ton pickups was \$244,947.86, which included the carry-forward of \$59,947.86 from FY 22. Subsequently, the bid package is \$51,680.14 over budget.

Staff considered the following options:

- Cancel the bid and re-evaluate the purchase of these units in the spring of 2023
- Reduce the number of units purchased to better manage the budget overage
- Purchasing the six one-ton pickups at \$296,628.00, which would result in the cancellation of other capital vehicle purchases

Staff recommends reducing the number of vehicles purchased to five (5) one-ton trucks. Staff recommends to not purchase the service truck that was budgeted in FY 23 to bring this bid within budget.

Staff recommends approval of the resolution authorizing the purchases totaling \$227,717.22 to the low bidder, Wichita Falls Ford-Lincoln, Inc.

Budgeted Amount: \$244,947.86
Actual Cost: \$227,717.22
Savings: (\$17,230.64)

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

☒ **Director of Finance**

ASSOCIATED INFORMATION: Resolution ; Bid Tabulation

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing award of bid for the purchase of five (5) one-ton pickup trucks from the low bidder, Wichita Falls Ford-Lincoln, Inc., in the amount of \$227,717.22

WHEREAS, the City advertised and requested bids for the purchase of six (6) one-ton pickup trucks; and,

WHEREAS, bids were received and publicly opened on November 4, 2022; and,

WHEREAS, the City Council finds that the lowest responsible bidder was Wichita Falls Ford Lincoln, Inc.; and,

WHEREAS, the lone bid received was over budget \$51,680.14; and,

WHEREAS, the City Council desires to purchase five (5) one-ton pickups to reduce the impact on the FY 23 budget.

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

City staff is authorized to execute all documents necessary to purchase five (5) one-ton pickup trucks from Wichita Falls Ford-Lincoln, Inc., in the amount of \$227,717.22.

PASSED AND APPROVED this the 6th day of December, 2022.

MAYOR

ATTEST:

City Clerk

11/4/2022

BID TABULATION

BID 22-53
1 TON TRUCKS

VENDOR	MODEL	REG CAB	CREW CAB 4DR (2)		CAB & CHASSIS (2)		SERVICE TRUCK	TOTAL
			UNIT	SUBTOTAL	UNIT	SUBTOTAL		
WICHITA FALLS FORD WICHITA FALLS TX	Ford F350	\$43,547.66	\$47,871.12	\$95,742.24	\$44,213.66	\$88,427.32	\$68,910.78	\$296,628.00