

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, May 16, 2023, 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: Pastor Ben Murray
City Hope Church

(b) Pledge of Allegiance
3. Presentations

(a) Proclamation – Foster Care Month, 2INGage

(b) Water Conservation Week, Public Works

(c) Wichita Falls Citizen's Academy Graduation

CONSENT AGENDA

4. Approval of minutes of the May 2, 2023 Regular Meeting of the Mayor and City Council.
5. Resolutions
 - (a) Resolution authorizing the City Manager to award bid and contract for the Health Department Reception Renovation Project to AOC Environmental, Inc., in the amount of \$127,600.00
6. Receive Minutes
 - (a) Lake Wichita Revitalization Committee, April 11, 2023
 - (b) Planning & Zoning Commission, April 12, 2023

REGULAR AGENDA

7. Ordinances
 - (a) Ordinance appropriating a total of \$2,000,000 of American Rescue Plan (ARPA) Funding for reconstruction of street/sidewalk lighting in Downtown Wichita Falls
 - (b) Ordinance appropriating a total of \$90,790.00 of American Rescue Plan (ARPA) Contingency Funding to the City's General Fund for the additional costs for the renovation of two restrooms located at the Health District
8. Resolutions
 - (a) Resolution authorizing the City Manager to award bid and contract for the Health Department Restroom Renovation Project to AOC Environmental, Inc., in the amount of \$185,190.00
 - (b) Resolution authorizing the purchase of a Chevrolet Service Truck for the Fleet Maintenance Division through the Sourcewell Purchasing Cooperative from Viking-Cives Midwest, Inc. in the amount of \$189,461.29
 - (c) Resolution authorizing the City Manager to execute Amendment No. 2 to the Professional Services Agreement for Engineering Services for the Quail Creek Drainage Improvements Phase I in the amount of \$67,788.81
 - (d) Resolution authorizing the City Manager to award bid and contract for the 2023 Concrete Street Rehabilitation Project to Freeman Paving, LLC in the amount of \$1,848,299.00

- (e) Resolution authorizing the City Manager to apply for the Department of Justice, FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant in the amount up to \$13,700.00
- (f) Resolution approving an agreement under the Meet and Confer process to allow for the creation and maintenance of eligibility lists for lateral positions in the Police Department and to waive the age requirements for the lateral position
- (g) Discussion and possible action on a resolution authorizing the City Manager to approve a request from the Museum of North Texas History to donate by Gift Agreement, artifacts from the holdings of the abandoned Railroad Museum
- (h) Resolution confirming the appointment of a Fire Chief for the City of Wichita Falls

9. Other Council Matters

- (a) Staff Reports – Presentation on the City's new public-facing GIS interactive map (Terry Floyd).
- (b) 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. Executive Sessions

- (a) Executive Session in accordance with Texas Government Code §551.087, to discuss or deliberate the offer of a financial or other incentive, including modification to an existing agreement, for a business prospect that the WFEDC seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the WFEDC is conducting economic development negotiations for creation and retention of primary jobs (as defined by Tex. Local Gov't. Code §501.002).
- (b) Executive Session in accordance with Texas Government Code §551.072, to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

12. 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 10th day of May, 2023 at 5:20 o'clock p.m.



City Clerk



City of Wichita Falls
City Council Meeting
Minutes
May 02, 2023



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

Absent: Jeff Browning – Councilor District 3, and Tim Brewer – Councilor District 4.

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

Item 2a – Invocation

Pastor Al Easterling, St. Marks United Methodist Church, gave the invocation.

Item 2b – Pledge of Allegiance

Mayor Santellana led the Pledge of Allegiance.

- - - - -

Item 3a – Employee of the Month – Brian Railsback, Health Department

8:32 a.m.

Mayor Santellana recognized Brian Railsback as the Employee of the Month for May 2023 and shared a brief video. Mayor Santellana congratulated Mr. Railsback and presented him with a plaque, letter of appreciation, dinner for two, and a check, and thanked him for his service.

- - - - -

Item 3b – Proclamation – Bike Month, Bike Wichita Falls

8:36 a.m.

Mayor Santellana read a proclamation proclaiming the month of May 2023 as Bike Month in Wichita Falls and urged all residents, visitors, and businesses to join in bringing public awareness of bicycle operations and safety education. Mayor Santellana invited everyone to participate in Bike to Work Week May 15-21, 2023, and Bike to Work Day May 19, 2023.

- - - - -

Item 3c – Proclamation – Letter Carriers’ “Stamp Out Hunger” Food Drive Day, Wichita Falls Area Food Bank

8:46 a.m.

Mayor Santellana read a proclamation proclaiming May 13, 2023, as Letter Carriers’ “Stamp Out Hunger” food drive day in Wichita Falls and urged all people in our community to join him in this special observance.

- - - - -

Item 3d – Proclamation—National Historic Preservation, Kell House Heritage Center

8:50 a.m.

Mayor Santellana read a proclamation proclaiming the month of May 2023 as National Historic Preservation Month in Wichita Falls and called upon residents to join in recognizing and participating in this special observation.

- - - - -

Item 3e – Proclamation – 54th Annual Municipal Clerks Week, City Clerk

8:55 a.m.

Mayor Santellana read a proclamation proclaiming April 30 – May 5, 2023, as Professional Municipal Clerks Week and extended his appreciation to Marie Balthrop, City Clerk, and Theo Ham, Deputy City Clerk, and to all Municipal Clerks for their vital services and exemplary dedication to the communities they serve.

- - - - -

Mayor Santellana introduced Mayor for the Day Jaycee Gentry, and presented her with a certificate.

- - - - -

Item 3f- Presentation of Annual Comprehensive Financial Report by Edgin, Parkman, Fleming, & Fleming, PC

9:00 a.m.

Paul Fleming with Edgin, Parkman, Fleming, & Fleming, P.C. reviewed the Comprehensive Annual Financial Report for fiscal year 2022 and stated that the financial reports were accurately stated and there were no findings.

- - - - -

Item 4-5 – Consent Items

9:02 a.m.

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

Moved by Councilor Smith to approve the consent agenda.

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

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

Nays: None

Item 4 – Approval of Minutes of the April 18, 2023, Regular Meeting of the Mayor and City Council

Item 5 – Receive Minutes

(a) Planning & Zoning, March 8, 2023

(b) Landmark Commission, March 28, 2023

Item 6a(i) – Public Hearing to take action on an ordinance to establish the minimum Standards of Care for the Summer Day Camp Program

9:03 a.m.

Mayor Santellana opened the public hearing at 9:03 a.m.

Blake Jurecek, Assistant City Manager, discussed the minimum standards of care for the summer day camp programs, including minimum standards for employees and health and safety. He noted that day camps are not licensed daycare centers.

Mayor Santellana closed the public hearing at 9:06 a.m.

Item 6a(ii) Ordinance 19-2023

9:06 a.m.

Ordinance to establish the minimum Standards of Care for the Summer Day Camp Program.

Moved by Councilor Whiteley to approve Ordinance 19-2023.

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

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

Nays: None

Item 6b – Ordinance 20-2023

9:07 a.m.

Ordinance making an appropriation to the Special Revenue Fund for the Texas Healthy Communities Grant in the amount of \$85,185; received from the Department of State Health Services; authorizing the City Manager to execute contract accepting same.

Moved by Councilor Whiteley to approve Ordinance 20-2023.

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

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

Nays: None

- - - - -

Item 6c – Ordinance 21-2023

9:09 a.m.

Ordinance appropriating \$13,988.77 to the Special Revenue Fund for additional direct award grant revenue from the State of Texas for the Texas Department of Transportation Selective Traffic Enforcement Program (“Click It or Ticket”) Wave Grant for Fiscal Year 2023 and authorizing the City Manager to accept said funds.

Moved by Councilor Nelson to approve Ordinance 21-2023.

Motion seconded by Councilor Smith.

Manuel Borrego, Chief of Police, discussed the need to change the total match in the Ordinance to \$3,539.22.

Moved by Councilor Nelson to amend the main motion to change the dollar amount in the second Whereas to \$3,539.22.

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

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

Nays: None

The main motion as amended carried by the following vote:

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

Nays: None

- - - - -

Item 6d – Ordinance 22-2023

9:13 a.m.

Ordinance appropriating \$13,988.77 to the Special Revenue Fund for additional direct award grant revenue from the State of Texas for the Texas Department of Transportation Selective Traffic Enforcement Program (Operation SlowDown) Wave Grant for Fiscal Year 2023 and authorizing the City Manager to accept said funds.

Moved by Councilor Whiteley to approve Ordinance 22-2023.

Motion seconded by Councilor Nelson.

Manuel Borrego, Chief of Police, discussed the need to change the total match in the Ordinance to \$3,539.22.

Moved by Councilor Smith to amend the main motion to change the dollar amount in the second Whereas to \$3,539.22.

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

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

Nays: None

The main motion as amended carried by the following vote:

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

Nays: None

- - - - -

Item 7a – Resolution 46-2023

9:15 a.m.

Resolution authorizing the City Manager to make application for a grant from the Office of the Governor, Public Safety Office, Criminal Justice Division, FY 2023 ALERRT Travel Assistance in the amount of \$2,300.00

Moved by Councilor Smith to approve Resolution 46-2023.

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

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

Nays: None

- - - - -

Item 7b – Resolution 47-2023

9:17 a.m.

Resolution authorizing the City Manager to award bid and contract for the 2023 Lake Wichita Park Parking Lot to Freeman Paving, LLC, in the amount of \$802,440.00.

Moved by Councilor Whiteley to approve Resolution 47-2023.

Motion seconded by Councilor Nelson.

Russell Schreiber, Director of Public Works, discussed the two add alternates included in the project, and noted that this project is under budget and will be paid for with ARPA funds previously appropriated.

Motion carried by the following vote.

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

Nays: None

- - - - -

Item 7c – Resolution 48-2023

9:21 a.m.

Resolution appointing Andrea Bacon of the Animal Services Division of the Wichita Falls-Wichita County Public Health District to act as the Local Rabies Control Authority for the City of Wichita Falls, Texas.

Moved by Councilor Smith to approve Resolution 48-2023.

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

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

Nays: None

- - - - -

Mayor Santellana moved to item 8.

- - - - -

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

9:24 a.m.

Councilor Jackson discussed the meeting held to discuss saving the Railroad Museum and stated that it was well attended. A second meeting will be held this Wednesday at All Hands Community Cultural Center located at 302 Tulsa from 6:00 – 7:00. Please contact him if you are interested in the Railroad Museum.

Councilor Smith discussed the approximately 70 positions open at the City and encouraged individuals looking for a job or looking to improve your career to look at these. Spring mowing is underway and the Parks maintenance crew mows hundreds of acres of city owned land and trustee property, and he expressed his appreciation. There have been plans for years to have a kayak launch facility at Lake Wichita, and it was delayed due to COVID. This is back in progress and concrete has been poured. The Veteran's Memorial Complex project will have a ribbon cutting ceremony on May 29, 2023.

Councilor Whiteley congratulated the Employee of the Month and thanked Brian Railsback for his service. He thanked Becky Raeke and the Bike Friendly group for attending. He stated that all of the proclamations today were very important and stated that the letter carriers do a fabulous job and that the food bank is always in need of donations. He stated he wanted to echo the Mayor's comments regarding the City Clerk, and thanked Marie for all she does.

Larry Nelson gave kudos to Marie, and said she is always smiling no matter what the problem is. He stated on June 21st would like to start a new grass cutting task force under section 147 of the Charter, and add 147 (c). He discussed issues with people buying property and not responding to letters to mow. Councilor Nelson stated there was a big turnout for the Railroad Museum meeting, and they found three train cars that are over 150 years old hidden behind trees. He asked about the Booker T. Washington median and stated it was only being cut once a year and he would like pictures when it is cut.

Mayor Santellana thanked the Mayor for the Day for attending and thanked the City Clerk for always being there to help. He encouraged everyone to put out food for the Stamp Out Hunger event. Last weekend was the 11th year for THOR, and it has become a great community event with participants from across the state. It has been a joy to see this event grow to approximately 1600 participants.

- - - - -

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

9:20 a.m.

Michael Patrick Damron, 609 7th Street, Sayre, OK, addressed the Council to discuss personal and social needs. Mr. Damron thanked the Council for the opportunity to speak.

- - - - -

Item 10 – Executive Sessions

City Council adjourned into Executive Session at 9:37 a.m. in accordance with Texas Government Code §551.087, and §551.072.

City Council reconvened at 10:04 a.m.

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

- - - - -

Mayor Santellana returned to item 7d.

- - - - -

Item 7d – Resolution 49-2023

10:05 a.m.

Resolution accepting an allocation from the Tax Increment Financing (TIF) #2 Board of the remaining TIF #2 District fund balance for the design and construction of the South Wenonah Boulevard extension to the City of Wichita Falls to manage and construct.

Moved by Councilor Smith to approve Resolution 49-2023

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

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

Nays: None

- - - - -

Item 10 –Adjourn

Mayor Santellana adjourned the meeting at 10:08 am.

PASSED AND APPROVED this 16th day of May 2023.

Stephen Santellana, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution authorizing the City Manager to award bid and contract for the Health Department Reception Renovation Project to AOC Environmental, Inc., in the amount of \$127,600.00.

INITIATING DEPT: Health

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: On April 25, 2023, bids were opened for the Health Department Reception Renovation Project. This project includes the renovation of the main reception and Vital Records area at the 1700 Third Street location to improve customer accessibility as well as staff safety. The project to be completed by the selected company will be comprised of demolition and remodel of the existing space to provide a customer service area that is compliant with the Americans with Disabilities Act (ADA) standards; this will be completed once all asbestos in that area is removed.

Three bids were received for this project (bid tabulation attached). The following Add/Alts were included in the selection: 1) solid surface countertops, 2) ballistic resistance glazing and panels – level 1, and 4) gypsum wall board installation. These Add/Alts were selected for durability (1), safety (2), and as a result of more extensive asbestos removal (4). After the base bid and the selected alternates were totaled, AOC Environmental, Inc. was the low bidder. References for AOC Environmental, Inc. from other government agencies were requested and every one received was very positive. This project should be completed within 90 calendar days.

Staff recommends award of the contract to AOC Environmental, Inc. in the amount of \$127,600.00, which includes the Base Bid and Add/Alts No. 1, 2 & 4.

The Reception Renovation Project was approved by City Council using “one-time” excess fund balances, as part of the Fiscal Year 2023 budget, with the total funding approved at \$350,000.00

☒ **Interim Director of Health**

ASSOCIATED INFORMATION: Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**



BID TABULATION SHEET

WF-WC Public Health District - Reception Renovation

SLA PROJECT NO. 22035

SLA
ARCHITECTS

Bid Date: April 25, 2023

Time: 1:30PM

Location: Council Conference Room, Memorial Auditorium

Contractor/Contact	Add 1	Add 2	Add 3	Bid Bond	Insur. Cert.	Compl Forms	A-305	Amount Base	Unit Price No. 1	Bid/Alternate 01	Bid/Alternate 02	Bid/Alternate 03	Bid/Alternate 04	Total Bid
AOC	✓	✓	✓	✓	✓	✓	✓	\$76,975.00	4.50/SF	\$8,575.00	\$24,125.00	\$47,175.00	\$17,925.00	\$174,775.00
Gary Baker	✓	✓	✓	✓	✓	0	0	\$298,771.00	4.00/SF	\$7,800.00	\$35,306.00	\$46,921.00	X	\$353,492.00
Marrs Patriot	✓	✓	✓	✓	✓	✓	0	\$204,832.74	4.50/SF	\$11,892.00	\$64,138.00	\$115,698.00	\$6,972.00	\$339,394.74

Bid Alternates:

Add Alternate No. 1 – Solid Surface Countertops

Add Alternate No. 2 – Ballistic Resistance Glazing & Panels – Level 1

Add Alternate No. 3 – Ballistic Resistance Glazing & Panels – Level 3 (not accepted)

Add Alternate No. 4 – Gypsum wall board installation

Resolution No. _____

Resolution authorizing the City Manager to award bid and contract for the Health Department Reception Renovation Project to AOC Environmental, Inc., in the amount of \$127,600.00

WHEREAS, the City of Wichita Falls has advertised for bids for the Health Department Reception Renovation Project; and,

WHEREAS, the renovation of this area will create functionally accessible services, to include Vital Records, within the Health Department; and,

WHEREAS, it is found that the lowest responsible bidder is AOC Environmental, Inc., who made a Base Bid plus Add/Alts No. 1, 2 & 4 at \$127,600.00.

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

The bid for the Health Department Reception Renovation Project is awarded to AOC Environmental, Inc., in an estimated total amount of \$127,600.00 and the City Manager is authorized to execute a contract for the City with said Contractor for the completion of such project in a form as approved by the City Attorney.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

MINUTES
LAKE WICHITA REVITALIZATION COMMITTEE
April 11, 2023

PRESENT:

■ Members

David Coleman, Chair
Steve Garner, Vice Chair
Michael Battaglino
Alicia Castillo, Gold Star Family Rep
Ford Swanson
John Strenski
Rick Hernandez
Sharon Roach

■ Staff

Blane Boswell, City Engineer
Terry Points, Parks Superintendent

■ Guests

Wes Dutter, TX Parks & Wildlife

ABSENT: Matt Marrs, Tim Brewer, Alison Sanders, Kari Shaw, Austin Cobb

1. **Call to Order:** David called the meeting to order at 10:08 am.
2. **Approval of Minutes:** March meeting minutes were approved unanimously.
3. **Project Updates:**

3.a. Veteran's Plaza Project:

Construction is on schedule, and installation of the Gold Star Family monument is scheduled to begin 25 April. The memorial bricks are at the site, laid out alphabetically and ready to be laid in the walkway. The concrete foundations are placed and ready for the saluting soldier statue and the GSF Monument.

3.b. Review Dedication Ceremony Program:

David stated that Rep Jackson's staff has confirmed he will be here for the Dedication Ceremony at 4:00pm on 29 May. Michael stated that he will confirm this start time with the tent rental company. David provided copies of the draft Program for the ceremony, and after much discussion edits were agreed upon. Michael has contacted the SAFB PAO, George Woodward, about their participation in the ceremony, and will get his confirmation as soon as possible. David will contact Chris Horgen regarding the City's participation in the ceremony.

3.c. Lake Deepening:

The meeting with Sam Robinson of Dredge America was held last month, and he has proposed a new hydraulic dredging method for Lake Wichita, whereby the dredge spoils

April 11, 2023

are pumped to a very large retaining pond where the solids settle, and then remain in place. This eliminates the need for hauling sediments and cuts expenses dramatically. The group agreed upon the most critical areas to be dredged, with wide channels connecting critical areas of the lake, and Sam will work up a proposal for this work. Also, the Holliday Creek channel from the Lake to Sisk road must be excavated to facilitate water flow into Lake Wichita.

The other Lake project, to rehabilitate the Lakeside City boat ramp, is still under review and John will provide a scope of work as soon as possible for the group to consider providing funding.

3.d. Kayak Launch Grant: Terry will schedule his crews to install the launch equipment.

3.e. Former Yacht Club Rehabilitation: The group walked next door and viewed the Yacht Club basin from the new Circle Trail bridge. Wes will create a summary scope of work to provide rip-rap on the banks and create earthen jetties out into the basin for fishing and other recreation. We must also check the ACOE 404 Permit to see what depth of sediments can be removed from this basin.

4. Discussion of Brick Sales and Fundraising Initiatives: David asked about how we will handle future brick paver engraving, and the group agreed that Austin Stone and Monument is the likely provider, and that requests must be approved before engraved, and the process can be posted on the City Website. But many details must be worked out before this can be finalized and offered to the public.

5. Other Business Matters: None.

a. The group walked over to the Yacht Club basin, see item 3.e.

6. Adjournment: The meeting adjourned at 11:30 am.



David Coleman, Chair

9 May 23

Date

April 11, 2023

MINUTES
PLANNING & ZONING COMMISSION

April 12, 2023

PRESENT:

David Cook
Michael Grassi
Blake Haney
Mark McBurnett
Doug McCulloch
Matt Marrs
Noros Martin
Paul Mason
Wayne Pharries
Cayce Wendeborn
Jeremy Woodward

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

James McKechnie, Deputy City Attorney
Terry Floyd, Development Services Director
Fabian Medellin, Planning Manager
Cedric Hu, Planning Technician
Christal Cates, Senior Executive Assist.

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

ABSENT:

Steve Wood
Councilor Whiteley

◆ Alternate No.1
◆ Council Liaison

I. CALL TO ORDER

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

III. PUBLIC COMMENTS

Chairman Cook asked if there were any comments from the public. With no response, Mr. Cook closed public comments.

IV. APPROVAL OF MINUTES

Mr. Jeremy Woodward made a motion to adopt the March 8, 2023, minutes. Mr. Noros Martin seconded the motion. The motion was passed unanimously, 9-0

VII. REGULAR AGENDA

1. Case C 23-04 – 922 Indiana Avenue:

Consider taking action on a conditional use at 922 Indiana Avenue to allow for an indoor amusement use in a Central Business District (CBD) zoning district.

Applicant: Jeremiah Sutherland

It is noted Mr. Jeremy Woodward recused himself from voting on this case.

Ms. Casey Wendeborn made a motion to approve the case. Mr. Marrs seconded the motion. Mr. Medellin presented the case and stated, staff had previously met with the applicant, Mr. Jeremiah Sutherland, and the property owner, Mr. Dane Rodriguez, for a pre-development meeting to determine if the proposed use aligned with the indoor amusement description. The use classification for the Greater Downtown area has 29 uses within the Amusement and Recreation section, including a driving range. However, the proposed usage differs from a traditional driving range due to the simulated gameplay, and the space needed for multiple users is far less.

Mr. Medellin stated the subject property was located downtown, between 9th and 10th Street in the Central Business District (CBD) zoning district. The structure is 2-story with a basement. The proposal is only for use of the 1st floor only, that will provide 7,500sf to house the Golf Factory. Mr. Medellin advised the property was surrounded with other indoor amusement areas along with retail uses. It was noted staff believes traffic would be the only impact with the indoor amusement use.

Staff notified 21 property owners within 200sf. of the subject property and received 2 responses in return, both in favor of this proposal. With all potential impacts taken into consideration, staff recommended the approval of the proposed indoor amusement use at 922 Indiana Ave. subject to the following condition:

1. The development shall comply with all applicable building, health, zoning, and fire codes leading to the issuance of a Certificate of Occupancy.

Chairman Cook asked if the applicant was present. The applicant and owners were present, but wished not to present anything. Chairman Cook asked if there were any comments from the public, no comments. Chairman Cook asked if there were any questions from the Commission There were no comments from the Commission. Mr. Cook called for a vote and the motion passed unanimously 9-0.

2. Case C 23-05 – 1203 Indiana Avenue:

Consider taking action on a conditional use at 1203 Indiana Avenue to allow for the expansion of a non-conforming use in a Light Industrial (LI) zoning district.

Applicant: Syd Litteken

Ms. Wendeborn made a motion to approve the case. Mr. Woodward seconded the motion. Mr. Medellin presented the case and stated, staff had previously met with

Syd Litteken and staff along with the property owner, Ms. Christina Rodriguez, who also owns and operates the Stone Palace, adjacent to the subject property. During the pre-development meeting, Ms. Rodriguez stated she wanted to expand her business and create a 2nd venue using the vacant adjacent space next to the Stone Palace.

The subject property is located in between 12th and 13th Street inside of the Light Industrial (LI) zoning district which does not allow for dance halls. However, City ordinance does allow for the expansion of non-conforming uses with a conditional use approval from the Commission. Currently, Ms. Rodriguez owns 1211 Indiana, that houses the Stone Palace, 1205 Indiana, which is an operating thrift store, as well as 1203 and 1201 Indiana that are both being used as storage. Mr. Medellin stated the ordinance that allowed for the expansion does state that the expansion must all be on the same tract of land. Since Ms. Rodriguez owns all properties, she would be able to move forward with the expansion with approval from the Commission. Mr. Medellin stated the property was adjacent to warehouse/distributors; parking lots; self-storage; and office spaces.

Staff notified 13 surrounding property owners and received one response in return that was opposed. No reason was given on the opposition, however, staff tried to contact the respondent with no success. Taking into consideration the nature of the site and the proposed use, staff have determined the impacts to adjacent properties to be minimal and believes this would benefit the downtown area.

Staff recommended approval of a conditional use to allow for the expansion of the nonconforming land use of a dance hall in the Light Industrial - Downtown zoning district with the following conditions.

1. The subject property 1203 Indiana Ave. (N20 ft Lot 9, S20 ft Lot 10, Block 211, Original Town) must be platted with the existing nonconforming use, dance hall, located at 1211 Indiana Ave. (N1/2 Lot 7 all of Lot 8, Block 211, Original Town).
2. Any future proposed expansions beyond the proposed 3,175 sf be subject to the conditional use permit process.
3. The development shall comply with all applicable building, health, zoning, and fire codes leading to the issuance of a Certificate of Occupancy.

Chairman Cook asked if the applicant was present, the applicant was present, but did not wish to present. Chairman Cook asked if there were any comments from the public, no comments. Chairman Cook asked if there were any questions from the Commission. There were no comments from the Commission. Mr. Cook called for a vote and the motion passed unanimously 9-0.

3. Case C 23-06 – 726 Scott Avenue, Suite 300

Consider taking action on a conditional use at 726 Scott Avenue, Suite 300 to allow for a convenience store (no gasoline sales) in a Central Business District (CBD) zoning district.

Applicant: Md Shipon Khan

Ms. Wendeborn made a motion to approve the case. Mr. Matt Marrs seconded the motion. Mr. Cedric Hu presented the case and stated, staff had previously meet with the applicant, Mr. Khan and his proposal to convert a former barber shop into a convenience store. During the meeting the applicant was advised of the zoning district the property lies in and the need for a conditional use permit to allow for the use.

Mr. Hu stated the subject property was located northwest of the Scott Avenue and 8th Street intersection surrounded by a mix of uses downtown, including parking lots; offices; retail and a park. The suite is located inside the Petroleum Building, which is a designated National Landmark. It was noted any exterior alterations or additions, including signage, would require approval through the Department of Interior as well as review and recommendations through the City of Wichita Falls Landmark Commission.

Mr. Hu stated staff had notified 18 property owners surrounding the subject property and had received 3 responses, all in favor of the proposal. After consideration of the proposed use, staff recommended approval of the Conditional Use Permit request for 726 Scott Ave., Ste. 300 to allow for a convenience store in the Central Business District (CBD) with the following conditions:

1. Obtain all necessary permits and licenses in accordance with city ordinances, adopted building code and health code regulations.
2. Any additional site improvements, non-conforming site elements, and developmental requirements as required by the Health, Building, or Zoning Codes will be subject to the site plan review/re-occupancy process.
3. Prior to initiating operations all developmental requirements, conditions, permits and licensing shall be reviewed, approved, constructed and inspected.

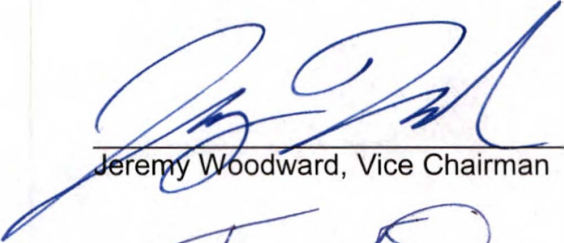
Chairman Cook asked if the applicant was present, the applicant was present, but did not wish to present. Chairman Cook asked if there were any comments from the public, no comments. Chairman Cook asked if there were any questions from the Commission There were no comments from the Commission. Mr. Cook called for a vote and the motion passed unanimously 9-0.

VIII. OTHER BUSINESS

Mr. Medellin gave an update to the Commission on case R 23-02 2901 City View Drive, stating the recommended rezone was approved by City Council to rezone from Light Industrial (LI) to Single Family-1 (SF-1).

IX. ADJOURN


Chairman Cook adjourned the meeting at 2:20 p.m.



Jeremy Woodward, Vice Chairman

5/10/23

Date



Terry Floyd, Director of Development Services

5/10/23

Date

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Ordinance appropriating a total of \$2,000,000 of American Rescue Plan (ARPA) Funding for reconstruction of street/sidewalk lighting in Downtown Wichita Falls.

INITIATING DEPT: Finance/Aviation, Traffic, & Transportation

STRATEGIC GOAL: Accelerate Economic Development

STRATEGIC OBJECTIVE: Look for Post-Pandemic Economic Opportunities

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 ARPA funds. The plan included \$2,000,000 in roadway/sidewalk lighting improvements in the Downtown area. The existing lighting infrastructure is over 70 years of age. Over time, the trees in the Downtown area have grown around many of the street lighting fixtures, limiting the ability to properly light both the roadway and sidewalks. Input was received from Downtown Wichita Falls Development, and renderings from the Streetscape subcommittee were used to evaluate various lighting fixtures.

The scope of the project will be as follows:

- Public meeting to get input on the various types of lighting fixtures to be used
- A focus on installing the electrical service underground
- Select a lighting engineer to ensure that the selected lighting will meet pedestrian and vehicle needs
- Final budget development to determine the scope of work and quantity of boring work needed to meet the engineer's required lighting estimates.

The cornerstone of the project will be improved illumination to support walkability, pedestrian safety, roadway safety, and security. The completed project will include these quality components:

- Complete streets project to reduce the need for automobile travel in the area
- Design will include elements that will benefit neighborhood health, promoting active transportation that also supports healthy living
- Eliminates the need to remove or severely damage trees to address lighting issues where the tree canopies have grown around the light fixture.
- Completed project will allow the opportunity to increase WIFI access and phone charging stations in the project area by installing the actual infrastructure under the sidewalk surface.
- Design can include elements that support local art initiatives and programs

The project has numerous long-term benefits as follows:

- Support economic development by attracting and retaining businesses through improved lighting and subsequent security/safety
- Create an environment that supports small businesses that focus on bicycle tourism
- Create an environment that supports nonprofits for economically disadvantaged peoples
- Economic development correlates to higher paying service jobs for those living in Census Tracts 101 and 104
- Improved walkability to access groceries, pharmacies, public transportation, child care, and medical assistance
- Promotes alternative modes of transportation, lessening the need for motor vehicle travel for those residing in the area
- Overall project supports the City of Wichita Falls strategic goal of creating a Downtown environment that encompasses residential development in the proposed project area
- Additional federal programs are in place that will support future low income and senior residential development. The project supports the creation of these multifamily residential units by improving walkability in the immediate area.
- Project will support and expand the potential for publicly held cultural events and festivals
- Project supports historical redevelopment of buildings that are approaching 100 years in age, similar to brownstone redevelopment in other major urban areas.

If approved, staff will begin the process of finalizing public input and engaging a lighting engineer to evaluate the selected fixture and subsequent lighting requirements. The City Council will be updated throughout this process, as well as involved in the approval of lighting poles/fixtures acquisition and boring contractors.

Staff recommends approval of the ordinance.

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

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance appropriating a total of \$2,000,000 of American Rescue Plan (ARPA) Funding for reconstruction of street/sidewalk lighting in Downtown Wichita Falls

WHEREAS, the City of Wichita Falls has received funding from the American Rescue Plan; and,

WHEREAS, City Council passed a non-binding resolution on June 14, 2022; and,

WHEREAS, funding of \$2,000,000 was allocated for the roadway and pedestrian lighting improvements in the Downtown area of Wichita Falls; and,

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

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

The City Manager is hereby authorized to appropriate a total of \$2,000,000 of American Rescue Plan funding through the grant performance period, ending December 31, 2026, for the reconstruction of roadway and pedestrian lighting in the Wichita Falls Downtown area.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

**CITY COUNCIL AGENDA
May 16, 2023**

ITEM/SUBJECT: Ordinance appropriating a total of \$90,790.00 of American Rescue Plan (ARPA) Contingency Funding to the City's General Fund for the additional costs for the renovation of two restrooms located at the Health District.

INITIATING DEPT: Health

STRATEGIC GOAL: Accelerate Economic Development

STRATEGIC OBJECTIVE: Look for Post-Pandemic Economic Opportunities

COMMENTARY: On June 14, 2022, the City Council approved the adoption of a general plan related to the future appropriations of the City's approximately \$29.1M in federal ARPA funds. The plan included \$173,800 for the renovation of two restrooms at the Health District. The restrooms are original to the building and are not ADA compliant. It is currently impossible for someone who requires any type of assistive device to utilize the restrooms. Due to the age and disrepair of the restrooms, they are often out of order which creates additional issues.

The projects were advertised on March 10, 2023, with subsequent bid addendums posted; a bid opening was held on April 25, 2023. The following costs would be incurred for the project:

- Renovation, company to be approved by City Council: \$185,190.00
- Architect Fees (SLA) for project design and management: \$48,750.00
- Asbestos Removal, bids below threshold, EMA selected: \$25,150.00
- Oversight of Asbestos Removal, Flint Skaggs: \$5,500.00

Total costs: \$264,590.00

The following Ordinance allocates \$90,790.00 of additional ARPA contingency funds to the City's General Fund for this renovation, which is the total cost of the project (\$264,590.00) minus the amount previously allocated (\$173,800.00).

If this additional funding is approved, the selection of a contractor for the renovation would be the next step (see agenda item 7a).

Staff recommends approval of the ordinance.

☒ **Interim Director of Health**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Ordinance No. _____

Ordinance appropriating a total of \$90,790.00 of American Rescue Plan (ARPA) Contingency Funding to the City's General Fund for the additional costs for the renovation of two restrooms located at the Health District

WHEREAS, the City of Wichita Falls has received funding from the American Rescue Plan; and

WHEREAS, City Council passed a non-binding resolution on June 14, 2022; and

WHEREAS, funding of \$173,800.00 was allocated for the renovation of two restrooms at the Health District by City Council on October 04, 2022; and

WHEREAS, additional funding in the amount of \$90,790.00 is needed to complete the project; and

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

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

The City Manager is hereby authorized to appropriate \$90,790.00 to the City's General Fund for a funding allocation for renovations of two restroom facilities at the Health District, of American Rescue Plan contingency funding through the grant performance period, ending December 31, 2026.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution authorizing the City Manager to award bid and contract for the Health Department Restroom Renovation Project to AOC Environmental, Inc., in the amount of \$185,190.00.

INITIATING DEPT: Health

STRATEGIC GOAL: Accelerate Economic Growth

STRATEGIC OBJECTIVE: Look for post-pandemic economic opportunities

COMMENTARY: On April 25, 2023, bids were opened for the Health Department Restroom Renovation Project. This project includes the renovation of two restrooms at the 1700 Third Street location to improve air quality, cleanliness, and accessibility. The project to be completed by the selected company will be comprised of demolition and remodel of the existing space to provide restrooms that are compliant with the Americans with Disabilities Act (ADA) standards; this will be completed once all asbestos in that area is removed.

Three bids were received for this project (bid tabulation attached). The following Add/Alts were included in the selection: 1) HDPE toilet partitions, 2) tile wainscot at the restroom and shower walls, 3) PCT-1 floor finish in restrooms, 4) circulation pump, and 5) gypsum wallboard installation. These were selected for durability (1, 2 & 3), the location of the restrooms in relation to the water heater (4), and as a result of more extensive asbestos removal (5). After the base bid and the alternates were totaled, AOC Environmental, Inc. was the low bidder. References for AOC Environmental, Inc. from other government agencies were requested and everyone received was very positive. This project should be completed within 90 calendar days.

Staff recommends award of the contract to AOC Environmental, Inc. in the amount of \$185,190.00, which includes the Base Bid and Add/Alts 1-5. This project is to be funded with American Rescue Plan (ARPA) Funding.

☒ **Interim Director of Health**

ASSOCIATED INFORMATION: Resolution, Bid Tabulation

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**



Bid Date: April 25, 2023
 Time: 1:30PM
 Location: Council Conference Room, Memorial Auditorium

BID TABULATION SHEET

WF-WC Public Health District - Restroom Renovation

SLA PROJECT NO. 22037



Contractor/Contact	Add .1	Add .2	Add .3	Bid Bond	Insur. Cert.	Compl Forms	A-305	Amount Base	Unit Price No. 1	Bid/Alternate 01	Bid/Alternate 02	Bid/Alternate 03	Bid/Alternate 04	Bid/Alternate 05	Total Bid
AOC	✓	✓	✓	✓	✓	✓	✓	\$134,125.00	4.50/SF	\$8,195.00	\$13,875.00	\$3,995.00	\$5,225.00	\$19,775.00	\$185,190.00
Gary Baker	✓	✓	✓	✓	✓	0	0	\$215,949.00	4.00/SF	-\$521.00	\$9,800.00	\$2,800.00	X	X	\$228,028.00
Marrs Patriot	✓	✓	✓	✓	✓	✓	0	\$161,950.00	4.50/SF	\$0.00	\$8,450.00	\$2,260.00	\$4,000.00	\$5,000.00	\$181,160.00

Bid Alternates:

Add Alternate No. 1 – HDPE Toilet Partitions

Add Alternate No. 2 – Tile Wainscot at Restroom and Shower Walls

Add Alternate No. 3 – PCT-1 Floor Finish in Men, Women, Shower Rooms

Add Alternate No. 4 – Circulation Pump

Add Alternate No. 5 – Gypsum wall board installation

Resolution No. _____

Resolution authorizing the City Manager to award bid and contract for the Health Department Restroom Renovation Project to AOC Environmental, Inc., in the amount of \$185,190.00

WHEREAS, the City of Wichita Falls has advertised for bids for the Health Department Restroom Renovation Project; and,

WHEREAS, the renovation of this area will create functionally accessible restrooms within the Health Department; and,

WHEREAS, the City Council finds that the lowest responsible bidder for the project, including the 5 alternates, was AOC Environmental, Inc.

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

The bid for the Health Department Restroom Renovation Project is awarded to AOC Environmental, Inc., in an estimated total amount of \$185,190.00 and the City Manager is authorized to execute a contract for the City with said Contractor for the completion of such project in a form as approved by the City Attorney.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution authorizing the purchase of a Chevrolet Service Truck for the Fleet Maintenance Division through the Sourcewell Purchasing Cooperative from Viking-Cives Midwest, Inc. in the amount of \$189,461.29.

INITIATING DEPT: Aviation, Traffic & Transportation

STRATEGIC GOAL: Efficiently Delivery City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: As part of the additional \$1 million provided for vehicle and equipment capital replacement in the FY 23 budget, a replacement field service truck was identified for the Fleet Maintenance Division. This unit will be used by the mechanics in the Division to make repairs in the field, avoiding the need to bring the affected unit to the shop. The new unit will include a crane to assist with heavier work, as well as a welder.

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 the purchase of one (1) Chevrolet Service Truck through the Sourcewell Purchasing Cooperative in the amount of \$189,461.29. This unit will replace a 2010 Ford F250 pickup. The budgeted shortfall will be covered by deferred purchases in the FY 23 budget.

Budgeted Amount:	\$185,000.00
Actual Amount:	<u>\$189,461.29</u>
Budget Shortfall:	(\$4,461.29)

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

ASSOCIATED INFORMATION: Resolution ; bid documentation; photo

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the purchase a Chevrolet Service Truck for the Fleet Maintenance Division through the Sourcewell Purchasing Cooperative from Viking-Cives Midwest, Inc. in the amount of \$189,461.29

WHEREAS, the City of Wichita Falls desires to purchase a Chevrolet Service Truck for its Fleet Maintenance Division; and,

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 Viking-Cives Midwest, Inc. is offering one (1) Chevrolet Service Truck with crane and welder through the Sourcewell 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 one (1) Chevrolet Service Truck with crane and welder through the Sourcewell Purchasing Cooperative from Viking-Cives Midwest, Inc. in the amount of \$189,461.29.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk



22956 Hwy 61
PO Box 295
Morley, MO 63767
Phone: 573-262-3545
Fax: 573-262-3369

Quote

Quote #	Date
169958	04/25/23

Customer	Ship To
City of Wichita Falls Wade Looney 200 Van Buren St. Wichita Falls, TX 76301	City of Wichita Falls Wade Looney 200 Van Buren St. Wichita Falls, TX 76301

Customer PO	Terms	Sales Rep	Lead Time	Ship Via	FOB	VIN
	DUE ON RECEIPT	HOUSE	04/25/23			

Item	Description	Ordered	UOM	Price Per	Total Price
SOURCEWELL	Sourcewell Contract # 062222-VCM Customer member # (160307) Item sold (SW-TK0532, SW-TK0554, SW-TK0556, NJ2400, NJ2500)	1.00	EA	0.00	0.00
SALES	2023 Chevy 5500HD, 84 C/A, 4x4, 6.6L Duramax diesel	1.00	EA	75,345.00	75,345.00
SALES	Liftmoore crane body, which includes: 45K 84CA X 132OAL with manual outrigger kit G Series 45,000 FT-LB Crane Body 84" CA 132" OAL with two bottle compartment Masterloc.. System Drawer Unit - 6 drawers Adjustable shelving - 5 shelves Slam latch tailgate Outrigger Manual 42" out and crank down curbside, crank down streetside Tailshelf 22" with through compartment and 8" deep tread plate step with pintle hook recess Body in prime Door seals, tail lights, rubber fenders Crane: 6036DX-22 WP B ATB, V-MTR, TB HOOK, WIFI Electric 6,000lb Capacity Crane	1.00	EA	114,116.29	114,116.29
SALES	Wilton Mechanics vise swivel base 6.5" jaw	1.00	EA	0.00	0.00
SALES	Vise mount	1.00	EA	0.00	0.00
SALES	10-ton combination hitch with mounting kit - 2 inch ball	1.00	EA	0.00	0.00
SALES	Tri-ball hitch with pintle hook for 2-inch hitch receivers	1.00	EA	0.00	0.00
SALES	Bracket for work light	1.00	EA	0.00	0.00



22956 Hwy 61
PO Box 295
Morley, MO 63767
Phone: 573-262-3545
Fax: 573-262-3369

Quote

Quote #	Date
169958	04/25/23

Customer				Ship To		
City of Wichita Falls Wade Looney 200 Van Buren St. Wichita Falls, TX 76301				City of Wichita Falls Wade Looney 200 Van Buren St. Wichita Falls, TX 76301		
Customer PO	Terms	Sales Rep	Lead Time	Ship Via	FOB	VIN
	DUE ON RECEIPT	HOUSE	04/25/23			

Item	Description	Ordered	UOM	Price Per	Total Price
SALES	Ultra bright 6-inch wide rectangular LED flood light, each corner of body	1.00	EA	0.00	0.00
SALES	Truck to bed wiring kit	1.00	EA	0.00	0.00
SALES	Fuel fill kit for bed install	1.00	EA	0.00	0.00
SALES	Fuel test new install	1.00	EA	0.00	0.00
SALES	Paint	1.00	EA	0.00	0.00
SALES	Amber octagonal 30 LED mini light bar	1.00	EA	0.00	0.00
SALES	Drill free light bar cab mount for Chevy	1.00	EA	0.00	0.00
SALES	Ultra thin 5-inch Amber LED strobe light, side of body	1.00	EA	0.00	0.00
SALES	Ultra thin 5-inch Amber/Blue LED strobe light, front grill	1.00	EA	0.00	0.00
SALES	Amber/Blue dual row ultra thin 5-inch LED strobe light, rear bumper, and rear side packs	1.00	EA	0.00	0.00
SALES	Wiring kit for lights	1.00	EA	0.00	0.00
SALES	VMAC gas driving air compressor G30	1.00	EA	0.00	0.00
SALES	Lincoln Ranger 225 engine driven welder (Kohler) with leads, mounted to side pack	1.00	EA	0.00	0.00
SALES	Crane and bed install kit, rear spring leveling kit, hazardous waste/shop supplies, labor, and shipping charges	1.00	EA	0.00	0.00

Prepared By: Chris
Memo: SOURCEWELL
CITY OF WICHITA FALLS

Sub-Total	189,461.29
Shipping	0.000
Discount	0.00
Taxes	0.00
Total	189,461.29

Customer must fill out the information below before the order can be processed.

Accepted by: _____ Date: _____ P.O.#: _____

**Quoted price does not include any applicable taxes.*

**Terms are Due Upon Receipt unless prior credit*

**Terms for established accounts, NET 30 days*

**Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis*



**CITY COUNCIL AGENDA
May 16, 2023**

ITEM/SUBJECT: Resolution authorizing the City Manager to execute Amendment No. 2 to the Professional Services Agreement for Engineering Services for the Quail Creek Drainage Improvements Phase I in the amount of \$67,788.81.

INITIATING DEPT: Public Works

STRATEGIC GOAL: Provide Adequate Infrastructure

STRATEGIC OBJECTIVE: Complete Signature Public Improvements Projects

COMMENTARY: On July 16, 2019, the city entered into a professional services agreement with Biggs and Mathews Inc. (BMI) for design of the Quail Creek Drainage Improvements Phase I. The purpose of the project is to reduce flooding of the surrounding neighborhood as well as flooding of Maplewood and Kemp streets. These improvements include channel improvements to North Quail Creek from Kemp Blvd to the main channel as well as channel improvements to the main stem of Quail Creek from Maplewood to Midwestern Pkwy.

Through the course of design, the Biden Administration reversed the previous administration's definition of Waters of the US (WOTUS), which effectively placed the proposed modifications to Quail Creek back under the jurisdiction of the USACE.

The City used our consultant (BMI) to secure the required Section 404 permit from the USACE. This permit included several additional requirements that had to be met. These included an approved Aquatic Resource Relocation Plan, approved by the Texas Parks and Wildlife Department, as well as physically relocating any aquatic species encountered while draining the pond created by the Glenwood dam.

Amendment No. 2 will compensate the consultant for this additional work which is outside their original scope of services; therefore, Staff recommends approval of this amendment.

☒ **Director, Public Works**

ASSOCIATED INFORMATION: Resolution , Amendment No. 2

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to execute Amendment No. 2 to the Professional Services Agreement for Engineering Services for the Quail Creek Drainage Improvements Phase I in the amount of \$67,788.81

WHEREAS, the City of Wichita Falls maintains, regulates, and operates stormwater runoff and drainage infrastructure within the City; and,

WHEREAS, the City seeks to improve the drainage and reduce flooding within the City; and,

WHEREAS, improvements to Quail Creek will meet the objectives of the City; and,

WHEREAS, the City entered into a professional services agreement with Biggs & Mathews Inc. to design improvements to the Quail Creek channel; and,

WHEREAS, additional engineering work is required to complete the desired improvements to Quail Creek.

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

The City Manager is authorized to execute an Amendment to the Professional Services Agreement between the City of Wichita Falls and Biggs & Mathews Inc., for engineering services for the Quail Creek Drainage Improvements Phase I in the amount of \$67,788.81.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

AMENDMENT NO. 2

Professional Services Agreement (PSA) between the City of Wichita Falls and Biggs & Mathews, Inc. for Engineering Services for the Quail Creek Drainage Improvements: Phase I

OWNER: The City of Wichita Falls; Attn: Director of Public Works, P.O. Box 1431, Wichita Falls, Texas 76307

CONSULTANT: Biggs & Mathews, Inc.; 2500 Brock Avenue, Wichita Falls, TX 76301

OWNER'S REPRESENTATIVE: Russell Schreiber, P.E., Director of Public Works, City of Wichita Falls

CONTRACT AMENDMENT FOR ADDITIONAL SERVICES: Whereas the OWNER and ENGINEER entered into a Professional Services Agreement (PSA) executed and dated July 19, 2019, and whereas the OWNER has requested the ENGINEER provide additional engineering services that both parties agree are outside the current PSA and the additional services and costs are itemized below and shall be included in this amendment.

1) ARRP Preparation and Texas Park and Wildlife Department (TPWD) Approval	\$19,870.00
2) Aquatic Resource Recovery and Relocation	\$34,600.00
3) Additional Services for Quail Creek COE 404 Permit (FNI Subcontract)	\$13,318.81

TOTAL AMENDMENT NO. #2	\$67,788.81
-------------------------------	--------------------

The above described additional services are authorized upon execution of this amendment and all other provisions, terms, and conditions of the PSA which are not expressly amended shall remain in full force and effect.

EXECUTED, this the _____ day of _____, 2023.

OWNER: City of Wichita Falls, Texas

CONSULTANT: Biggs & Mathews, Inc.

Darron Leiker, City Manager



ATTEST:

City Clerk

ATTEST:



**CITY COUNCIL AGENDA
May 16, 2023**

ITEM/SUBJECT: Resolution authorizing the City Manager to award bid and contract for the 2023 Concrete Street Rehabilitation Project to Freeman Paving, LLC in the amount of \$1,848,299.00.

INITIATING DEPT: Public Works

STRATEGIC GOAL: Provide Adequate Infrastructure

STRATEGIC OBJECTIVE: Complete Public Improvement Projects

COMMENTARY: On May 2, 2023, bids were opened for the 2023 Concrete Street Rehabilitation Project. This project is generally described as the rehabilitation of various City concrete streets, concrete bus stop pads in various locations, and associated work. The Engineer's estimate for the Base Bid and Add/Alt No. 1, 3 & 4 is \$2,100,000.00.

The bids received for this project, which includes the Base Bid and Add/Alt No. 1, 3 & 4, are as follows:

<u>COMPANY</u>	<u>AMOUNT</u>
Freeman Paving, LLC – Vernon, TX	\$ 1,848,299.00
Scales Concrete Construction Co. Inc. – Wichita Falls, TX	\$ 1,981,256.00

Freeman Paving, LLC is a local contractor that has successfully completed similar projects for the City in the past, and therefore staff recommends award of the contract to Freeman Paving, LLC in the amount of \$1,848,299.00, which includes the Base Bid and Add/Alt No. 1, 3 & 4, based on unit price quantities.

☒ **Director, Public Works**

ASSOCIATED INFORMATION: Resolution , Bid Tab, Location Maps

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to award bid and contract for the 2023 Concrete Street Rehabilitation Project to Freeman Paving, LLC in the amount of \$1,848,299.00

WHEREAS, the City of Wichita Falls has advertised for bids for the 2023 Concrete Street Rehabilitation Project; and,

WHEREAS, it is found that the lowest responsible bidder is Freeman Paving, LLC, who made a unit price bid with an estimated total of \$1,848,299.00.

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

The unit price bid for the 2023 Concrete Street Rehabilitation Project is awarded to Freeman Paving, LLC in an estimated total amount of \$1,848,299.00, and the City Manager is authorized to execute a contract for the City with said Contractor for the construction of such project.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

2023 Concrete Street Rehabilitation Project
CWF23-100-07
Bid Date: May 2, 2023

BASE BID (STREETS) ** ORDER OF BIDS FROM LOWEST TO HIGHEST **				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
200.1	SITE PREP & MOBILIZATION (NOT TO EXCEED 5%)	LS	1	\$50,000.00	\$50,000.00	\$59,000.00	\$59,000.00
203.3-C	REMOVE EXISTING PAVEMENT	SY	13,197	\$10.00	\$131,970.00	\$19.00	\$250,743.00
301.5	6" BASE REPAIR	SY	250	\$15.00	\$3,750.00	\$40.00	\$10,000.00
303-6	6" REINFORCED CONCRETE PAVEMENT	SY	7,658	\$78.00	\$597,324.00	\$78.00	\$597,324.00
303-8	8" REINFORCED CONCRETE PAVEMENT	SY	5,561	\$82.00	\$456,002.00	\$82.00	\$456,002.00
305.1	REPLACE MONOLITHIC CURB	LF	6,287	\$15.00	\$94,305.00	\$15.00	\$94,305.00
801	TRAFFIC CONTROL	LS	1	\$35,000.00	\$35,000.00	\$20,000.00	\$20,000.00
Base Bid (Streets)				\$1,368,351.00		Base Bid (Streets)	\$1,487,374.00

BASE BID (BUS STOPS)				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
203.3-BS	REMOVE EXISTING BUS STOP	LS	2	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00
305.2-BS	4" REINFORCED CONCRETE BUS STOP PAD	EA	2	\$2,400.00	\$4,800.00	\$2,000.00	\$4,000.00
305.2-SW-BS	4" REINFORCED CONCRETE SIDEWALK	SY	22	\$125.00	\$2,750.00	\$155.00	\$3,410.00
Base Bid (Bus Stops)				\$10,550.00		Base Bid (Bus Stops)	\$10,410.00
Total Base Bid (Streets + Bus Stops)				\$1,378,901.00		Total Base Bid (Streets + Bus Stops)	\$1,497,784.00

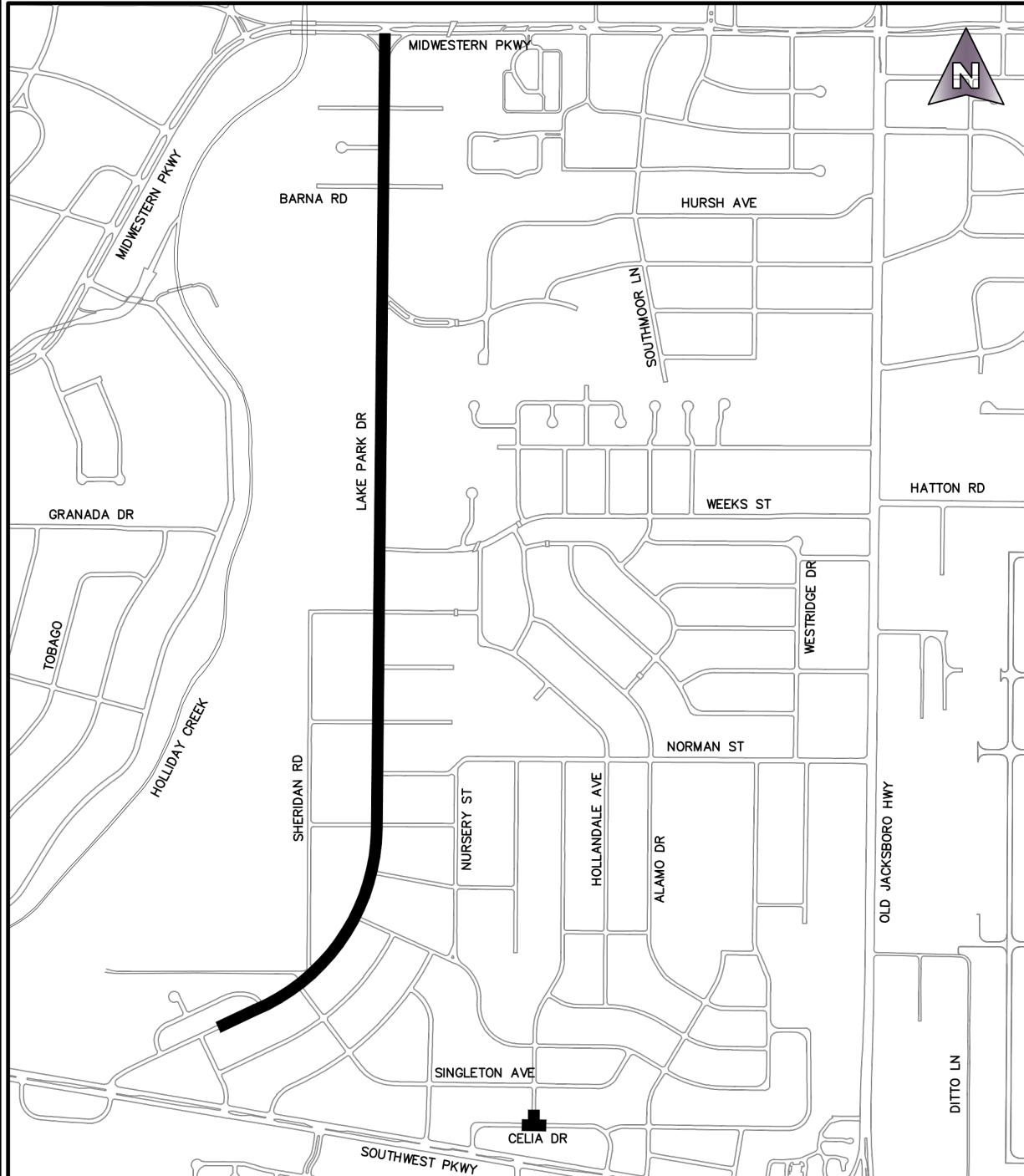
ADDITIVE / ALTERNATE NO. 1 - LAKEFRONT DRIVE				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
203.3-C-ALT	REMOVE EXISTING PAVEMENT	SY	3,200	\$15.00	\$48,000.00	\$19.00	\$60,800.00
301.5-ALT	6" BASE REPAIR	SY	75	\$15.00	\$1,125.00	\$40.00	\$3,000.00
303-6-ALT	6" REINFORCED CONCRETE PAVEMENT	SY	3,200	\$78.00	\$249,600.00	\$78.00	\$249,600.00
305.1-ALT	REPLACE MONOLITHIC CURB	LF	1,318	\$20.00	\$26,360.00	\$15.00	\$19,770.00
Total Add / Alt No. 1				\$325,085.00		Total Add / Alt No. 1	\$333,170.00

ADDITIVE / ALTERNATE NO. 2 - VAN BUREN STREET				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
203.3-C-ALT	REMOVE EXISTING PAVEMENT	SY	1,900	\$15.00	\$28,500.00	\$19.00	\$36,100.00
301.5-ALT	6" BASE REPAIR	SY	50	\$15.00	\$750.00	\$40.00	\$2,000.00
303-6-ALT	6" REINFORCED CONCRETE PAVEMENT	SY	1,900	\$78.00	\$148,200.00	\$78.00	\$148,200.00
305.1-ALT	REPLACE MONOLITHIC CURB	LF	881	\$20.00	\$17,620.00	\$15.00	\$13,215.00
Total Add / Alt No. 2				\$195,070.00		Total Add / Alt No. 2	\$199,515.00

ADDITIVE / ALTERNATE NO. 3 - CELIA DRIVE & AUGUSTA LANE INTERSECTION				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
203.3-C-ALT	REMOVE EXISTING PAVEMENT	SY	523	\$15.00	\$7,845.00	\$19.00	\$9,937.00
301.5-ALT	6" BASE REPAIR	SY	25	\$15.00	\$375.00	\$40.00	\$1,000.00
303-6-ALT	6" REINFORCED CONCRETE PAVEMENT	SY	523	\$78.00	\$40,794.00	\$78.00	\$40,794.00
305.1-ALT	REPLACE MONOLITHIC CURB	LF	245	\$20.00	\$4,900.00	\$15.00	\$3,675.00
Total Add / Alt No. 3				\$53,914.00		Total Add / Alt No. 3	\$55,406.00

ADDITIVE / ALTERNATE NO. 4 - INDIANA AVENUE				Freeman Paving, LLC Vernon, TX		Scales Concrete Construction Co. Inc. Wichita Falls, TX	
Pay Item	Description	Unit	Project Totals	Unit Price	Total	Unit Price	Total
203.3-C-ALT	REMOVE EXISTING PAVEMENT	SY	968	\$15.00	\$14,520.00	\$19.00	\$18,392.00
301.5-ALT	6" BASE REPAIR	SY	25	\$15.00	\$375.00	\$40.00	\$1,000.00
303-6-ALT	6" REINFORCED CONCRETE PAVEMENT	SY	968	\$78.00	\$75,504.00	\$78.00	\$75,504.00
Total Add / Alt No. 4				\$90,399.00		Total Add / Alt No. 4	\$94,896.00
AWARD TOTAL Base Bid + Add/Alt No. 1, 3 & 4				\$1,848,299.00			

2023 CONCRETE STREET REHABILITATION PROJECT CWF23-100-07



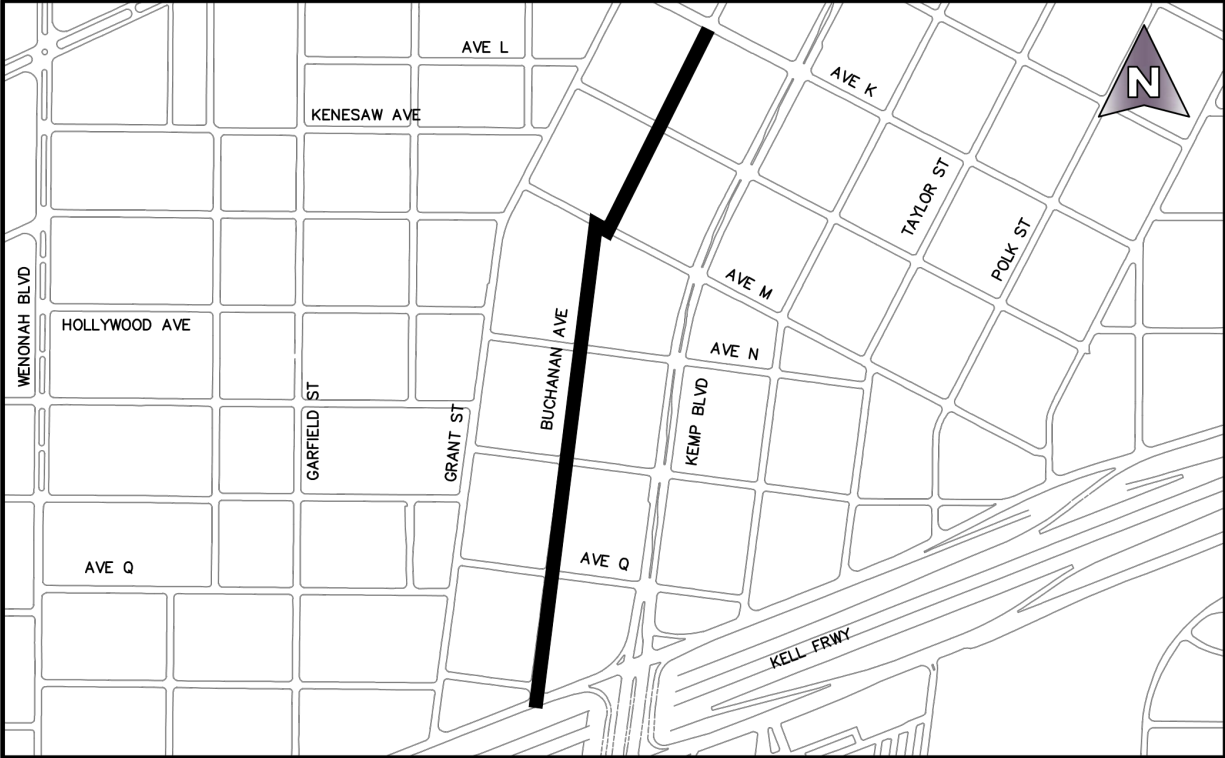
LAKE PARK DRIVE

CELIA DRIVE

NOT TO SCALE

AGENDA SHEET 1 OF 4

2023 CONCRETE STREET REHABILITATION PROJECT CWF23-100-07



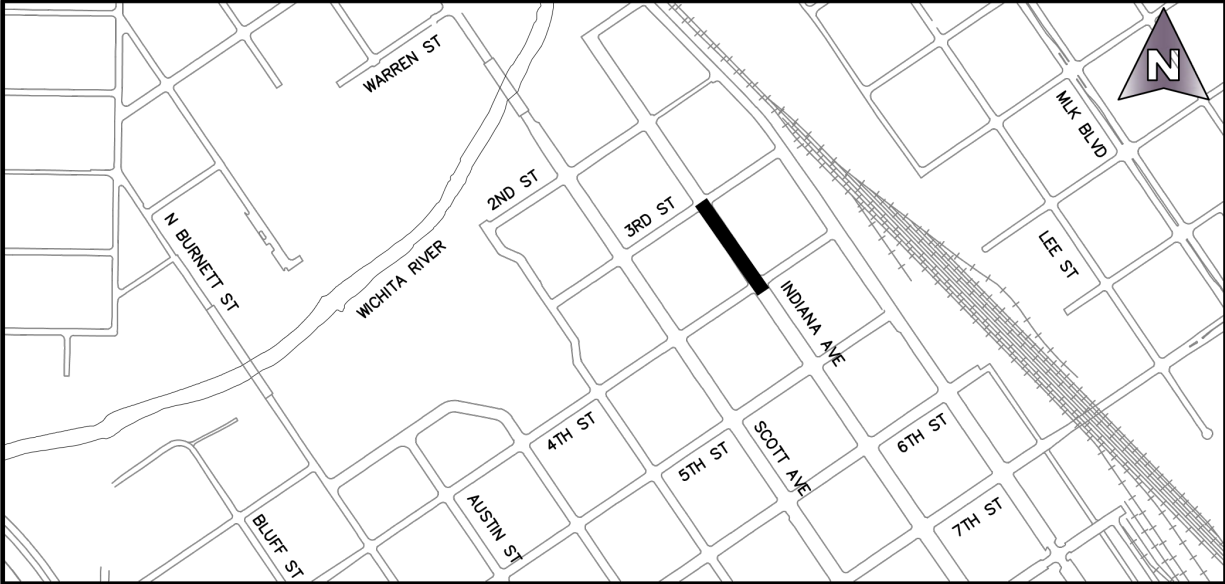
BUCHANAN STREET
NOT TO SCALE



8TH STREET
NOT TO SCALE

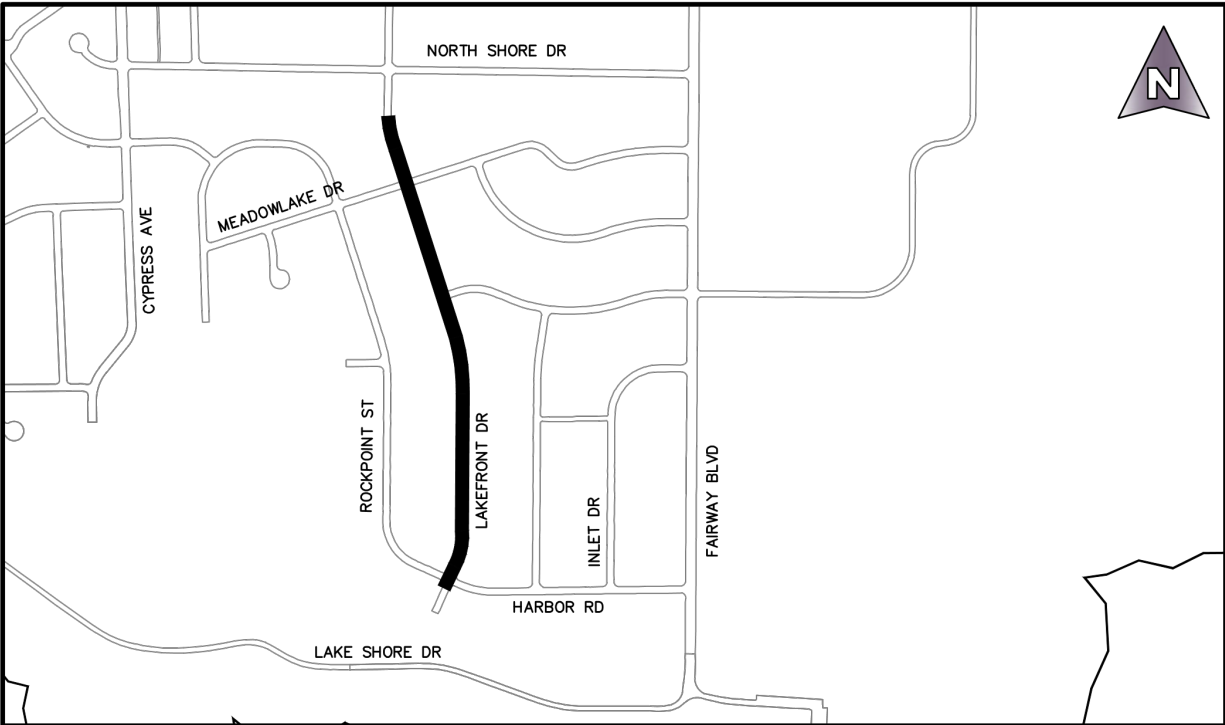
AGENDA SHEET 2 OF 4

2023 CONCRETE STREET REHABILITATION PROJECT CWF23-100-07



INDIANA AVENUE

NOT TO SCALE

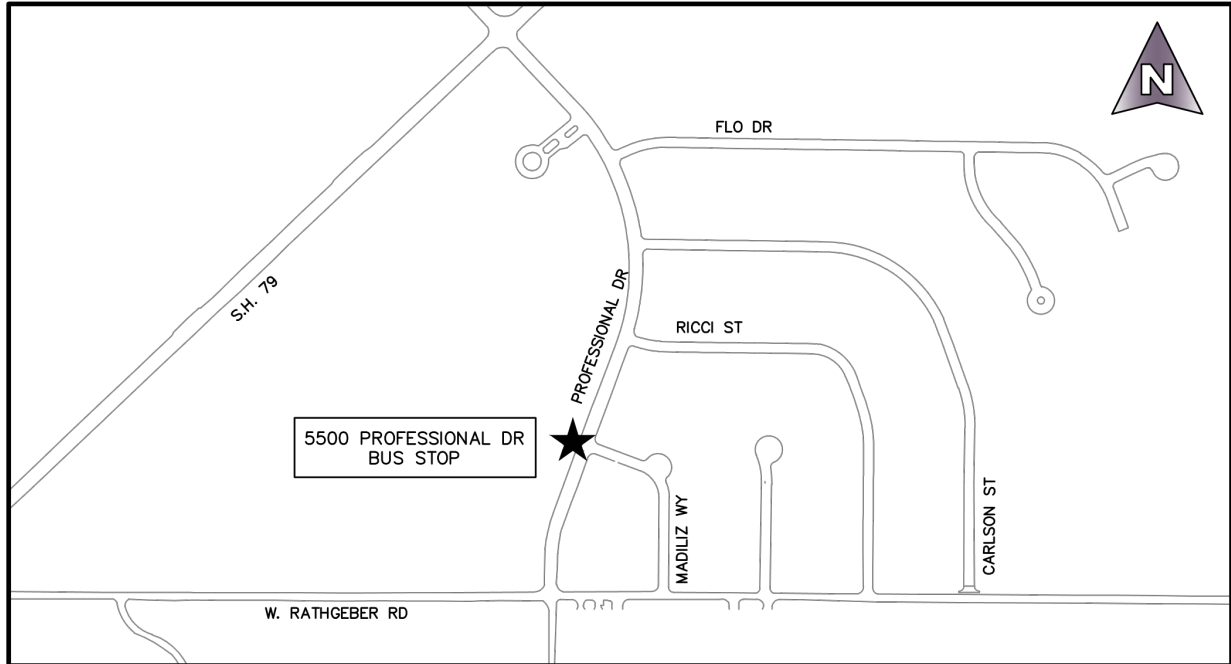


LAKEFRONT DRIVE

NOT TO SCALE

AGENDA SHEET 3 OF 4

2023 CONCRETE STREET REHABILITATION PROJECT CWF23-100-07



5500 PROFESSIONAL DRIVE - BUS STOP
NOT TO SCALE



811 HUMPHREYS ST - BUS STOP
NOT TO SCALE

AGENDA SHEET 4 OF 4

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution authorizing the City Manager to apply for the Department of Justice, FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant in the amount up to \$13,700.00.

INITIATING DEPT: Police

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The City of Wichita Falls is eligible to apply for the Department of Justice FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant. The Wichita Falls Police Department has determined that 20 bulletproof vests will be purchased or replaced in FY 2023 for officers. The total cost of this vest purchase is \$13,700.00, which is \$685.00 per vest. The Grant reimburses local jurisdictions up to 50% of the cost of bulletproof vests; in this case, the City would be eligible for up to \$6,850.00 in reimbursement.

Staff recommends approval of the resolution.

☒ **Police Chief**

ASSOCIATED INFORMATION: Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to apply for the Department of Justice, FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant in the amount up to \$13,700.00

WHEREAS, the City of Wichita Falls has been notified that it is eligible to apply for a grant funding opportunity from the FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant; and,

WHEREAS, the Wichita Falls City Council finds it in the best interest of the citizens of Wichita Falls that the City of Wichita Falls will submit an application to obtain the available funds from the Patrick Leahy Bulletproof Vest Partnership Grant; and,

WHEREAS, the Wichita Falls City Council agrees that in the event of loss or misuse of funding from the Patrick Leahy Bulletproof Vest Partnership Grant, the Wichita Falls City Council assures that the funds will be returned to the Patrick Leahy Bulletproof Vest Partnership Grant in full; and,

WHEREAS, the Wichita Falls City Council designates Darron Leiker, City Manager, 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 RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The City Manager is hereby authorized to apply for a non-matching grant from the Department of Justice, FY 2023 Patrick Leahy Bulletproof Vest Partnership Grant, in the amount up to \$13,700.00.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution approving an agreement under the Meet and Confer process to allow for the creation and maintenance of eligibility lists for lateral positions in the Police Department and to waive the age requirements for the lateral position.

INITIATING DEPT: Police

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The Wichita Falls Police Department wishes to fill Police Department vacancies with qualified applicants in the most expeditious manner possible. Under the current State Civil Service Statute, the Civil Service Director cannot hire lateral applicants over the age of 45 or allow for the civil service testing of one lateral hire. With this Meet and Confer Agreement between the City and the Wichita Falls Police Officers' Association it will allow the Civil Service Director to create a lateral hire list of one applicant and hire lateral applicants over the age of 45. We have a Lateral Civil Service testing date scheduled for May 20, 2023 and will need the documents approved prior to that date.

Staff recommends approval of the resolution.

☒ **Police Chief**

ASSOCIATED INFORMATION: Resolution

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution approving an agreement under the Meet and Confer process to allow for the creation and maintenance of eligibility lists for lateral positions in the Police Department and to waive the age requirements for the lateral position

WHEREAS, the Wichita Falls Police Department wishes to fill Police Department vacancies with qualified applicants in the most expeditious manner possible; and

WHEREAS, under the State Civil Service Statute, the Civil Service Director cannot hire lateral applicants over the age of 45; and

WHEREAS, under the State Civil Service Statute, the Civil Service Director cannot allow for the civil service testing of one lateral hire; and,

WHEREAS, a Meet and Confer Agreement between the City and the Wichita Falls Police Officers' Association allows the Civil Service Director to create a lateral hire list of one, and hire lateral applicants over the age of 45; and,

WHEREAS, for public safety, the Wichita Falls Police Officers' Association wishes to have vacancies filled as quickly as possible.

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

1: The City Council of the City of Wichita Falls, Texas, approves the attached **Meet and Confer Agreement** between the City and the Wichita Falls Police Officers' Association.

2. The new agreement will go into effect immediately and will remain in effect for three (3) years or unless and until either the City or the Association wishes to terminate the agreement in writing upon 90 days' notice.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

MEET AND CONFER AGREEMENT TO MODIFY SECTION 143.025 OF THE TEXAS
LOCAL GOVERNMENT CODE (MUNICIPAL CIVIL SERVICE) AND SECTION 143.025
OF THE CITY OF WICHITA FALLS FIREFIGHTERS AND POLICE OFFICERS' CIVIL
SERVICE COMMISSION RULES AND REGULATIONS TO ALLOW FOR THE
CREATION AND MAINTENANCE OF ELIGIBILITY LISTS FOR LATERAL POSITIONS
IN THE POLICE DEPARTMENT AND TO WAIVE THE AGE REQUIREMENTS FOR THE
LATERAL POSITION.

THIS AGREEMENT is made pursuant to Section 142.059 of the Texas Local Government Code, memorializing an agreement previously made by and between the city of Wichita Falls and the Wichita Falls Police Officers' Association.

Section 1. INTENT. The Parties agree to modify the hiring process as specified in Section 143.025 of the Texas Local Government Code for lateral positions in the Wichita Falls Police Department by waiving the two-person minimum testing requirement by allowing one lateral test taker to create a lateral position eligibility list to allow the City to recruit and place a sufficient number of applicants in the Wichita Falls Police Department, and further, to modify the age requirements as specified in Section 143.023 of the Texas Local Government Code by waiving the 45 year age cap for lateral positions Wichita Falls Police Department to allow the City to recruit and place a sufficient number of applicants in the Wichita Falls Police Department.

Section 2. EFFECTIVE DATE. This Agreement is immediately effective upon signing by both parties.

Section 3. SUNSET PROVISIONS. This Agreement shall remain in effect for three (3) years from the date of ratification by the City Council unless either Party requests termination of this Agreement with 90 days written notice.

Section 4. AGREEMENT SUPERCEDES SECTION 143.025 of the Texas Local Government Code and the City of Wichita Falls Firefighter and Police Officers' Civil Service Commission Rules and Regulations to the extent necessary to implement this agreement.

SIGNED this _____ day of May 2023.

CITY OF WICHITA FALLS, TEXAS

**WICHITA FALLS POLICE OFFICERS'
ASSOCIATION**

By: _____

President, Wichita Falls Police
Officers' Association

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Discussion and possible action on a resolution authorizing the City Manager to approve a request from the Museum of North Texas History to donate by Gift Agreement, artifacts from the holdings of the abandoned Railroad Museum.

INITIATING DEPT: Property Management

STRATEGIC GOAL: Redevelop Downtown

STRATEGIC OBJECTIVE: Enhance Focus on Culture, Arts, and Entertainment

COMMENTARY: On April 18, 2023, the City Council tabled this item until May 16, 2023.

In December 2020 the now-former Railroad Museum Board disbanded and vacated the City-owned facility located at 501 8th Street leaving behind all of the museum's holdings. The City did not own or operate the museum, but is now in possession of all of its holdings.

In August 2022, the Museum of North Texas History gave a presentation to Council with recommendations of what to sell and what to restore/preserve of the historical artifacts and holdings. With the Council's consensus, they began the arduous task of inventorying and tagging the artifacts. Some of the collection is too large for the museum to house and some is in poor condition and would require more resources to restore than they have available. The museum is requesting the City transfer (gift) the attached list to the Museum of North Texas History for display at their facility at 720 Indiana.

Staff recommends approval of the resolution.

☒ **Assistant City Manager**

☒ **Property Administrator**

ASSOCIATED INFORMATION: Resolution, Exhibit A

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

Resolution No. _____

Resolution authorizing the City Manager to approve a request from the Museum of North Texas History to donate by Gift Agreement, artifacts from the holdings of the abandoned Railroad Museum.

WHEREAS, The Museum of North Texas History has requested the City gift said artifacts as listed in the attached Exhibit A; and

WHEREAS, it has been determined to be in the best public interest to donate said items to the Museum of North Texas History, which will benefit and allow the general public access to said historical artifacts.

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

1. The gift of said artifacts will allow the public to view and learn the historical significance of these items and how they relate to the city of Wichita Falls and the surrounding area.
2. It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public as required by law.
3. This will authorize the City Manager to execute said Gift Agreement to convey the property.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk

EXHIBIT A

Exhibit A

Artifacts Transferred to the Museum of North Texas History

Inventory #	Name	Description	Condition
2021.RR.0041	Track Drill	Buda Hyduty Paulus Vertical Track Drill, Handles Missing	Fair
2021.RR.0043	RR Sign	Railroad Crossing Signs: Round, Yellow	Good
2021.RR.0044	RR Sign	Railroad Crossing Signs: Round, Yellow	Good
RR2021.0046	Kerosene Lamp	MKT Tall brass lamp with mount	Fair
RR2021.0047	Kerosene Lamp	Broken Glass missing kerosene holder	Poor
RR2021.0048	Kerosene/Oil Jug	Metal container with handle on top	Poor
RR2021.0049	Kerosene/Oil Jug	Metal container with handle on top screw top lid	Poor
RR2021.0050	"MKT Katy Ladies"	Small metal dish with velvet inside	Good
RR2021.0051	Pullman Ash tray	Ash tray made from cast iron	Good
RR2021.0052	Hole punch	For ticket validation	Fair
RR2021.0054	Receipt booklet	Witchita Falls & Southern Ry. Co. Cash Fare Receipt Booklet	Fair
RR2021.0055	Framed collection of buttons	Burlington buttons mounted in a frame	Good
RR2021.0057	Wool Hat	Burlington Conductor Hat	Good
RR2021.0058	Wool Hat	Burlington Trainman Hat	Good
RR2021.0059	Wool Hat	Plain Conductor Style Hat with no patches or identification	Poor
RR2021.0060	Centennial Dater	Model A Hills Centennial Dater	Fair
RR2021.0061	Sugar bowl	Denver & Rio Grande R.R. sugar bowl	Good
RR2021.0062	Creamer Jug	Denver & Rio Grande R.R. creamer jug	Good
RR2021.0063	Uniform Jacket	Burlington Uniform Jacket	Good
RR2021.0064	Kerosene/Oil Jug	MKT kerosene/oil jug	Fair
RR2021.0065	Hot Box Coolant	Texaco hot box coolant	Poor
RR2021.0066	Spittoon	F.W. & D.C.RY. Spittoon	Poor
RR2021.0067	Oil can	long spout oil can	poor
RR2021.0068	Oil can	large can with screw top	poor
RR2021.0069	stick with string wrapped around	Unknown use handmade tool	Poor
RR2021.0070	Prince Albert Tobacco	Can for crimp cut cigarette tobacco	Poor
RR2021.0071	Coal Shovel	Short Handled Coal Shovel, rusted	Poor
RR2021.0072	Lock & Key	Adlake lock and key with attached chain	Poor
RR2021.0073	Luggage Tag	Luggage tag from F.W. & D.Ry.	Fair
RR2021.0074	Tool	Metal tool with plastic handle	Good
RR2021.0075	Red stamp ink	Glass jar of red stamping ink	Good
RR2021.0076	Receipt spike	Receipt spike with papers	Good
RR2021.0077	Validator	Hill's No. 7 Centennial Validator Serial number 2289	Fair
RR2021.0078	Electric Lantern	Electric lantern with rubber coated handle	Fair
RR2021.0079	Electric Lantern	Electric lantern with wooden handle	Poor
RR2021.0080	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0081	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0082	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0083	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0084	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0085	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0086	Electric Lantern	Electric lantern with rubber coated handle	Poor
RR2021.0087	Electric Lantern	Electric lantern with rubber coated handle	Poor

Artifacts Transferred to the Museum of North Texas History

RR2021.0088	Electric Lantern	Electric lantern with metal handle	Fair
RR2021.0089	Typewriter	Black metal underwood typewriter	Good
RR2021.0090	Black Rotary Phone	with chord	Good
RR2021.0094	Gas Can	Rusted gas can with long handle	Fair
RR2021.0096	Weight	Metal Weight rusted with hanging loop	Fair
RR2021.0097	Scale Weight	2 weights on hook for scale	Fair
RR2021.0099	Telegraph station	Telegraph keys and receiver mounted on wood	Good
RR2021.0100	Burlington Route Phamplets	Paper	Good
RR2021.0109	Electric Lantern	Electric lantern with rubber coated handle	Good
RR2021.0110	Kerosene Lamp	Metal Handle glass intact	Good
RR2021.0111	Kerosene Lamp	Metal Handle glass intact	Good
RR2021.0112	Red Lantern	Metal Handle glass intact	Good
RR2021.0114	Electric Lantern Red/White	Electric lantern with rubber coated handle	Fair
RR2021.0116	Phone	Extension Candle stick Phone no earpiece	Fair
RR2021.0117	Electric Lantern	Electric lantern with rubber coated handle	Fair
RR2021.0118	Freight tags	Large group of metal numbered tags	Fair
RR2021.0119	Locks	Several old locks with chains	Fair
RR2021.0120	Spitoon	Green Burlington Northern Spitoon	Poor
RR2021.0121	Phone	Black rotary phone	Fair
RR2021.0122	Headset with talking tube		Poor
RR2021.0123	Flambeau	Tin Torch light with handle and wick	Good
RR2021.0124	Oil can	Black with lid and hanging loop	Good
RR2021.0125	Steam Guage	Brass Steam Pressure Guage for boiler	Good
RR2021.0126	Fuel can	Oil or Kerosene Can, cast iron, rusted with chain	Fair
RR2021.0127	Fuel can	Oil or Kerosene Can, cast iron, rusted with chain	Fair
RR2021.0128	Fuel Can	Gas or Kerosene Can with lids	Good
RR2021.0129	Small Electric Lantern	Neo Flasher light with yellow cover on top	Fair
RR2021.0130	Railroad Paperwork	Several Items of MKT, FW&D, WV, and Burlington Paperwork	Fair
RR2021.0131	Spitoon	Union Pacific	Poor
RR2021.0132	Large Lantern	Huge Lantern - No inside parts	poor
RR2021.0133	Lantern	Lantern (red) electric to mount on rail car	Fair
RR2021.0134	Log Books	Several Log books of freight and passenger information	
RR2021.0135	Milk Can	Rusted with some paint	Fair
RR2021.0136	Milk Can	Rusted - formerly painted	Fair
RR2021.0137	Railroad Crossing Sign	Lighted crossing sign mounted on freestanding pole.	Good
RR2021.0138	Freight Records	1907	Fair
RR2021.0139	Milk Can	Black Milk Can with lid	Good
RR2021.0140	Trolley Token Collector	Metal and glass collector for tokens	Good
RR2021.0141	Signal Lamp	Cast Iron Signal Lamp with hanging loop	Fair
RR2021.0142	On-Time Calculator	Electric device in wooden box with connection	Good
RR2021.0143	Wooden Schedule Board	FW&D, Wichita Valley, and MKT	Fair
RR2021.0144	Ladel	For Drinking barrel - iron, rusted	Fair
RR2021.0145	Whistle	Heavy Cast Iron Whistle marked "CO2235" heavily rusted	Fair
RR2021.0146	Luggage Cart	Wood and Metal Cart for Passenger Luggage	Good

Artifacts Transferred to the Museum of North Texas History

RR2021.0147	ICC Annual Reports	1907 - 1912	Fair
RR2021.0148	Freight Records		Fair
RR2021.0149	MKT Stock Certificate	Framed Certificate	Good
RR2021.0150	Iron attachment with valves	Rusted iron attachment with plumbing valves	Fair
RR2021.0151	Brass Paperwork Clip	Large size elaborate brass paperwork clip	Good
RR2021.0152	Message Holders	Ornate metal hook with spike for messages/paperwork	Good
RR2021.0153	Message Holders	Ornate metal hook with spike for messages/paperwork	Good
RR2021.0154	Message Holders	Ornate metal hook with spike for messages/paperwork	Good
RR2021.0155	Message Holders	Ornate metal hook with spike for messages/paperwork	Good
RR2021.0156	Pieces of manual scale	Rusted metal pieces of Roman-type scale	Fair
RR2021.0157	Mouthpiece for headset	Communications mouthpiece for telephone headset	Fair
RR2021.0158	Numbered Rail Nails	Styrofoam block with several numbered rail nails	Fair
RR2021.0159	MKT Sectional Map	Framed Map	Good
RR2021.0160	Large Wooden Wheel	Large wooden wheel - could be sand casting model for train wheel	Fair
RR2021.0161	Hand Truck	Wood & metal dolly for loading freight	Good
RR2021.0162	Warning Signal Box	Red metal box for carrying warning flags and torpedoes	Good
RR2021.0163	Freight Tags	Small paper tags identifying freight by type for MKT shipment	Fair
RR2021.0164	Picture of Santa Fe Depot	Framed print of original Wichita Falls Depot	Good
RR2021.0165	Western Union box	Wood Western Union box filled with blank telegram slips	Good
RR2021.0166	Picture of Factory City Sign	Large print of Wichita Falls Factory City Sign near Depot	Fair
RR2021.0167	Small Suitcase	Small "grip" suitcase with Texas Centennial Sticker	Fair
RR2021.0168	Rail Tongs	Large Steel Tongs for lifting rails	Good
RR2021.0169	Microphone	Vintage gold colored microphone	Good
RR2021.0170	Signal Lamp	Metal Signal Lamp with lens intact	Fair
RR2021.0171	Signal Lamp	Metal Signal Lamp with lens intact	Fair
RR2021.0172	Railroad Crossing Sign	Cast Iron Rail Road Crossing Sign	Fair
RR2021.0173	Train Whistle	Cast Iron Train Whistle	Fair
RR2021.0174	Train Whistle	Cast Iron Train Whistle	Fair
RR2021.0175	Train Whistle	Cast Iron Train Whistle	Good
RR2021.0176	Rail Pry Bar	Iron "Gandy Dancer" Tool	Fair
RR2021.0177	Switch Signal	Cast iron switch signal with metal flags	Good
RR2021.0178	Pullman Sleeper Ladder	Original Ladder for Pullman Sleeper Car	Fair
RR2021.0179	Warning Signal Box	Red metal box for carrying warning flags and torpedoes	Good
RR2021.0180	Steam Tube	Rubber and metal tube for connecting train whistle	Good
RR2021.0181	Steam Tube	Rubber and metal tube for connecting train whistle	Good
RR2021.0182	Wool Hat	Burlington Trainman Hat top partialy torn from brim	Poor

CITY COUNCIL AGENDA
May 16, 2023

ITEM/SUBJECT: Resolution confirming the appointment of a Fire Chief for the City of Wichita Falls.

INITIATING DEPT: City Manager

STRATEGIC GOAL: Efficiently Deliver City Services

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: Section 143.013 of the Local Government Code requires that “each department head at the Police and Fire Departments, unless elected, shall be appointed by the municipality’s chief executive and confirmed by the municipality’s governing body.” This individual must be eligible for certification by the Commission on Fire Protection Personnel Standards and Education at the intermediate level or its equivalent as determined by that Commission, must have served as a fully paid firefighter for at least five years, and must achieve the certified fire executive designation.

As you will recall, Chief Ken Prillaman retired from the Fire Department on March 31, 2023, after almost four years of service. An internal recruitment process was conducted by the City, and we had a total of four (4) applicants for the position. These applicants were examined based on years of experience in the fire service, education, and years in current rank/position. The applicants were then asked to complete a comprehensive questionnaire related to fire service experience, professional development, and management and leadership experience. These candidates also completed an online profile assessment measuring leadership and management skills specific to the Fire Chief role. All four were interviewed by the City Manager and Human Resources Director/Civil Service Director. This culminated in the City Manager selecting a finalist and making a conditional employment offer contingent upon successful reference and background checks, drug screen, and confirmation by the City Council.

Prior to the City Council meeting a name will be forwarded to the members of the City Council for consideration.

☒ **City Manager**

ASSOCIATED INFORMATION: Resolution

☒ **City Attorney Review**

Resolution No. _____

Resolution confirming the appointment of a Fire Chief for the City of Wichita Falls

WHEREAS, relevant parts of Texas Local Gov't Code § 143.013 provide the following for Chapter 143 positions:

(a) Unless elected, each department head is: . . . (1) appointed by the municipality's chief executive and confirmed by the municipality's governing body;

(b) A person appointed as head of a fire department must be eligible for certification by the Texas Commission on Fire Protection at the intermediate level or its equivalent as determined by that commission and must have served as a fully paid fire fighter for at least five years. A person appointed as head of a police department must be eligible for certification by the Texas Commission on Law Enforcement at the intermediate level or its equivalent as determined by that commission and must have served as a bona fide law enforcement officer for at least five years.

WHEREAS, in accordance with Texas Local Gov't Code § 143.013(a), City Manager Darron Leiker has appointed _____ as the Fire Chief for the City of Wichita Falls and this appointment must be confirmed by the City Council; and

WHEREAS, the City Council finds that the appointee meets the required qualifications for appointment as Fire Chief.

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

The appointment of _____ as Fire Chief for the City of Wichita Falls, Texas, is hereby confirmed.

PASSED AND APPROVED this the 16th day of May 2023.

MAYOR

ATTEST:

City Clerk