

## City of Wichita Falls City Council Agenda



Tim Short, Mayor  
Bobby Whiteley, Mayor Pro Tem/At Large  
Michael Smith, District 1  
Larry Nelson, District 2  
Jeff Browning, District 3  
Mike Battaglino, District 4  
Tom Taylor, District 5

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



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**Notice Of Regular Meeting Of The Mayor And City Council Of The City Of Wichita Falls, Texas, To Be Held In The City Council Chambers, Memorial Auditorium, 1300 Seventh Street, Tuesday, December 19, 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/cityofwichitafalls>)**
- 3. A video of the meeting will be posted on the City's YouTube page (<https://www.youtube.com/cityofwf>)**

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Item #

1. Call to Order
2. (a) Invocation: Pastor Gene Holley  
Life Church  
  
(b) Pledge of Allegiance
3. Presentations  
  
(a) The Wichita Falls Professional Fire Fighters Association Presentation of MDA Award  
  
(b) Proclamation – Homeless Persons' Remembrance Day, Wichita Falls Alumnae Chapter of Delta Sigma Theta Sorority, Inc.
4. 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.

### CONSENT AGENDA

5. Approval of minutes of the December 5, 2023 Regular Meeting of the Mayor and City Council.
6. Receive Minutes
  - (a) Lake Wichita Revitalization Committee, October 10, 2023

### REGULAR AGENDA

7. Public Hearing & Ordinances
  - (a) Public Hearing concerning the designation of Reinvestment Zone at 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X Wichita Falls, Texas
  - (b) Ordinance designating properties as a Reinvestment Zone that are located at 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X, Wichita Falls, Texas; and providing for severability
  - (c) Ordinance amending Ordinance No. 44-2022 and Ordinance No. 12-2023 Declaring Certain Structures as Dangerous by allowing additional time to rehabilitate two structures located at 2001 11<sup>th</sup> Street and 1117 23<sup>rd</sup> Street
  - (d) Ordinance approving the transfer of various aged receivable accounts to dormant status as part of the City's fiscal year end closing process
  - (e) Ordinance making an appropriation to the Special Revenue Fund for Public Health Workforce Grant (PHWF) in the amount of \$700,793 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same
  - (f) Ordinance canceling the regularly scheduled City Council meeting on January 2, 2024
  - (g) Ordinance replacing Ordinance No. 52-2023 that was amended by Ordinance 55-2023, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date

## 8. Resolutions

- (a) Resolution authorizing the City Manager to formally reject the bid for the 2024 Crack Seal Project from Doctor Asphalt, LLC in the amount of \$157,262.37
- (b) Resolution authorizing the purchase of a Crew Truck for the Water Distribution Division through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$136,157.00
- (c) Resolution authorizing the purchase of equipment and installation services for 2023 Wichita Falls Police Department patrol units through the BuyBoard Purchasing Cooperative from Dana Safety Supply, Inc. in the amount of \$121,061.00
- (d) Resolution authorizing the purchase of eleven (11) 2023 Ford Utility Police Interceptors for the Wichita Falls Police Department through the BuyBoard Purchasing Cooperative from Caldwell Country Ford, LLC dba Rockdale Country Ford in the amount of \$531,689.00
- (e) Resolution confirming reappointment to the Firefighters and Police Officers' Civil Service Commission

## 9. Other Council Matters

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

## 10. Executive Sessions

- (a) Executive session in accordance with Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, dismissal of a public officer or employee (including, but not limited to, Airport Board of Adjustments, Construction Board of Adjustments & Appeals, Landmark Commission, Planning & Zoning, TIF #2, TIF #3, TIF #4, Zoning Board of Adjustment, and Civil Service Commission).
- (b) Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate the offer of a financial or other incentive to a business prospect that the City Council seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the City and/or economic development corporations created by the City are conducting economic development negotiations (including, but not limited to the creation of a Reinvestment Zone).

## 11. Appointments to Boards and Commissions

- Airport Board of Adjustments

- Animal Shelter Advisory Committee
- Construction Board of Adjustments & Appeals
- Emergency Medical Services Board
- Landmark Commission
- Park Board
- Planning & Zoning
- TIF #2
- TIF #3
- TIF #4
- Water Resources Commission
- Wichita County – City of Wichita Falls Health Board
- Zoning Board of Adjustment

## 12. Adjourn

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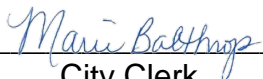
**Spanish language interpreters, deaf interpreters, Braille copies or any other special needs will be provided to any person requesting a special service with at least 24 hours' notice. Please call the City Clerk's Office at 761-7409.**

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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 13<sup>th</sup> day of December, 2023 at 5:00 o'clock p.m.

  
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 City Clerk





City of Wichita Falls  
City Council Meeting  
Minutes  
December 5, 2023



**Item 1 - Call to Order**

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

Tim Short	-	Mayor
Bobby Whiteley	-	Mayor Pro Tem/ At-Large
Jeff Browning	-	Councilors
Larry Nelson	-	
Michael Smith	-	
Tom Taylor	-	
Darron Leiker	-	City Manager
Kinley Heggland	-	City Attorney
Marie Balthrop	-	City Clerk

Absent: Mike Battaglino – District 4

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

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**Item 2a – Invocation**

Pastor Tim Puckett, Heritage Church, gave the invocation.

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**Item 2b – Pledge of Allegiance**

Mayor Short led the Pledge of Allegiance.

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**Item 3a – Employee of the Month – Leticia Aquallo, Information Technology**

8:31 a.m.

Mayor Short recognized Leticia Aquallo as Employee of the Month for December 2023 and shared a brief video. Mayor Short congratulated Ms. Aquallo and presented her with a plaque, letter of appreciation, dinner for two, and a check, and thanked her for her service.

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**Item 3b – Recognition of Foreign Exchange Students – Dave Clark**

8:33 a.m.

Dave Clark introduced foreign exchange students from Wichita County, and recognized foreign students here with their parents stationed at Sheppard Air Force Base. Mayor Short bestowed honorary citizenship to each student, and presented them with a certificate.

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**Item 4 – Comments from Citizens**

8:40 a.m.

Annie Jackson, 1027 Crescent Lane, addressed the Council regarding Charter sections 134 – Political Patronage, and 135 – Political Partisanship.

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**Item 5-6 – Consent Items**

8:43 a.m.

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

Moved by Councilor Browning to approve the consent agenda.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

**Item 5 – Approval of Minutes of the November 21, 2023, Regular Meeting of the Mayor and City Council**

**Item 6 – Receive Minutes**

(a) Board of Adjustment, September 20, 2023

(b) Landmark Commission, September 26, 2023

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Item 7a was moved to the end of the agenda after Executive Session.

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**Item 7b – Resolution 139-2023**

8:43 a.m.

Resolution authorizing the purchase of replacement ¾ inch through 6-inch water meters and associated parts for the Water Distribution Division, from Thirkettle Corporation dba Aqua-Metric Sales Company, in the amount of \$141,520.84

Moved by Councilor Browning to approve Resolution 139-2023.

Motion seconded by Councilor Nelson, and carried by the following vote:

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

(Councilor Nelson mistakenly voted under Councilor Battaglino's name)

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**Item 7c – Resolution 140-2023**

8:47 a.m.

Resolution authorizing the award of a sole-source purchase of 9 Lift Station Pumps for the wastewater collections system and 3 Return Activated Sludge Pumps for the Northside Wastewater Treatment Plant from Xylem Water Solutions U.S.A., Inc., in the amount of \$170,554.50

Moved by Councilor Browning to approve Resolution 140-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7d – Resolution 141-2023**

8:51 a.m.

Resolution authorizing the purchase of Axon Enterprise's package bundle consisting of 105 In-Car video systems, 4 Interview room recording systems, unlimited cloud storage, and 120 body-worn cameras with license, warranties, and accessories through the BuyBoard Purchasing Cooperative from Axon Enterprises totaling \$2,854,406.55

Moved by Councilor Nelson to approve Resolution 141-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7e – Resolution 142-2023**

8:56 a.m.

Resolution authorizing the first-year purchase of one hundred twenty (120) Axon body-worn cameras and related accessories and warranties through the BuyBoard Purchasing Cooperative from Axon Enterprises in the amount of \$200,446.20

Moved by Councilor Nelson to approve Resolution 142-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7f – Resolution 143-2023**

8:58 a.m.

Resolution authorizing the City Manager to execute all documents necessary to purchase the CASE TV370B Compact Track Loader from Associated Supply Company, Inc. dba ASCO Equipment in the amount of \$75,000

Moved by Councilor Browning to approve Resolution 143-2023.

Motion seconded by Councilor Smith carried by the following vote:

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7g – Resolution 144-2023**

9:04 a.m.

Resolution authorizing the purchase of thirteen ¾-ton pickups for various City Divisions through the BuyBoard Purchasing Cooperative from Sam Pack's Five Star Ford, Ltd. in the amount of \$542,455.44.

Moved by Councilor Browning to approve Resolution 144-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7h – Resolution 145-2023**

9:09 a.m.

Resolution authorizing the purchase of two 1.5-ton trucks with 3-yard dump beds for the Parks Maintenance and Recreation Divisions through the BuyBoard Purchasing Cooperative from Sam Pack's Five Star Ford, Ltd. in the amount of \$178,399.40.

Moved by Councilor Browning to approve Resolution 145-2023.

Motion seconded by Councilor Smith

David Gray, 1050 Jan Lee Dr., Burkburnett, asked for an explanation of the BuyBoard purchasing cooperative, and if this process keeps us from having to accept bids.

Mr. Leiker discussed the variety of purchasing cooperatives used and the advantages since they use large volume of purchases to command the best price. The purchasing cooperatives take bids to obtain the lowest price.

Motion carried by the following vote:

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7i – Resolution 146-2023**

9:13 a.m.

Resolution authorizing the purchase of two (2) 35-foot low floor diesel buses off the State of Washington Contract to Gillig LLC in the amount of \$1,191,410.00.

Moved by Councilor Browning to approve Resolution 146-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7j – Resolution 147-2023**

9:18 a.m.

Resolution authorizing the City Manager to enter into an interlocal agreement with the South Central Planning and Development Commission for software services for building inspections software services in the amount of \$40,800.

Moved by Councilor Browning to approve Resolution 147-2023.

Motion seconded by Councilor Nelson.

Terry Floyd, Director of Development Services, gave a presentation on the new building inspections software and mobile application, and discussed the benefits and efficiencies, and stakeholders input. There was brief discussion regarding the benefits and training that will be provided.

David Grey, 1050 Jan Lee Dr., Burkburnett, asked about the technology and money savings if air cards are no longer needed, and asked if the cost of permits and fees would have to increase.

Mr. Floyd stated that air cards would still be used to provide staff with internet connection needed in the field.

Michael Grassi, #7 Amber Valley, Government Affairs Liaison for the North Texas Home Builders Association, stated that he participated in the selection process. Mr. Grassi stated that the association will host training for their members, and he is extremely excited about getting the software up and running. He praised Terry Floyd for including stakeholders in the decision making process.

Motion carried by the following vote:

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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#### **Item 7k – Resolution 148-2023**

9:32 a.m.

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC/4A) by amending the budget to include an expenditure up to \$20,625 to support a performance agreement with Senderoo, LLC to assist in building improvements at 4385 Seymour Highway in Wichita Falls.

Moved by Councilor Browning to approve Resolution 148-2023.

Motion seconded by Councilor Nelson.

Ron Kitchens, Wichita Falls Chamber of Commerce CEO, thanked the Council and stated that the City of Wichita Falls ranks number one in the Texas for the attraction of millennials, and number eight in the nation, showing that Wichita Falls is growing, and discussed the performance agreement with Senderoo, LLC.

Annie Jackson, 1027 Crescent Lane, asked for clarification of the name of the company since she was unable to find the company online. Mr. Kitchens stated they are a new company founded in Arizona and transferring to Texas. After they relocate, the company will be established in the state of Texas.

Motion carried by the following vote:

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December 5, 2023  
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Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7l – Resolution 149-2023**

9:37 a.m.

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC/4A) by amending the budget to include an expenditure up to \$1,175,000 to support a performance agreement with Westlake Chemical related to the proposed expansion of their current facility in Wichita Falls.

Moved by Councilor Nelson to approve Resolution 149-2023.

Motion seconded by Councilor Smith.

Mr. Kitchens discussed the competitive process and discussed the performance agreement with Westlake Chemical for the expansion and upgrade of their facility.

Motion carried by the following vote:

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7m(i) – Public Hearing for the consideration to declare the City of Wichita Falls' eligibility and intention to participate in the Texas Tax Abatement Program to promote development and redevelopment and adopt guidelines and criteria for tax abatement in the City of Wichita Falls**

9:41 a.m.

Mayor Short opened the public hearing at 9:42 a.m.

Mr. Heggland discussed the tax abatement criteria, guidelines, and their purpose. The current criteria and guidelines will expire January 2024. There were no comments from the public.

Mayor Short closed the public hearing at 9:44 a.m.



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**Item 7m(ii) – Resolution 150-2023**

Resolution declaring the City of Wichita Falls' eligibility and intention to participate in the Texas Tax Abatement Program to promote development and redevelopment and adopt guidelines and criteria for tax abatement in the City of Wichita Falls.

Moved by Councilor Nelson to approve Resolution 150-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7n – Resolution 151-2023**

9:44 a.m.

Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation Board of Directors and amending the budget to include funding up to \$760,688 to the City of Wichita Falls for the required 20% local match plus related ancillary costs to support a TxDOT grant to construct the section of the Circle Trail along the Wichita River between Camp Fire and Lucy Park.

Moved by Councilor Nelson to approve Resolution 151-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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Item 7o was moved to the end of the agenda after Executive Session.

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**8a – Staff Reports – Update on Airport Hangar Fees and Miscellaneous Rates – John Burrus**

9:52 a.m.

John Burrus, Director of Aviation, Traffic, and Transportation, provided a background on the Kickapoo airport, grant funding, investments the City has made, and upcoming projects. The goal has always been for Kickapoo Airport to be self-sustaining and to not use general fund dollars for airport operations. Mr. Burrus discussed the current rates and fees which were set in 2012, and the new rates and charges study recently completed. The study included other airports in the region to compare charges and subsidies as recommended by the Tenant Committee. Staff and the Tenant Committee recommended rates based upon the year hangars were built, standardizing overnight fees, providing free APU/GPU services for tenants, and waived fees for transients with a fuel purchase. The new rates will generate more income, and will be tied to yearly CPI increases. It was noted that income generated by the airport is reinvested in the airport.

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**8b – Mayoral-initiated item to discuss possible modification of Wichita Falls Ordinance, Section 2-31 Designated Meetings, and Section 2-60 Regular Meetings, regarding location and time**

10:04

Mayor Short discussed moving public comments to the beginning of the meeting which he was able to do without a vote, but his proposal to change meeting times would require a majority vote of the Council. During his campaign he was frequently asked about moving meeting times and he promised to discuss that with the Council and staff if elected. Mayor Short proposed moving both regular monthly meetings to 5:30 p.m. when meetings are moved to the MPEC around the first of February.

Councilor Browning stated that he is against moving meetings and he has never been asked to have meetings moved during his five years on Council. He respects the Mayor for keeping his word, but he feels 5:30 p.m. takes away from family time. There are also a large number of staff members required to be present, and although most people would not be granted overtime, if this were to pass, he would like to see salaried staff compensated for their time. Council meetings are available online, the public access channel, and Councilors are available to discuss agenda items with concerned constituents prior to the meetings. Meetings have been held at 8:30 for the past 30 years, and his experience with evening town hall meetings is low attendance. He feels citizens should put their faith and trust in their Councilor. Councilor Browning asked if these meetings are moved, are we also moving other meetings like 4A, 4B, and Planning and Zoning? He expressed concerns with the length of the meetings and the possibility of meetings going past midnight, and stated he is strongly against moving meeting times.

Councilor Taylor stated that he has been indirectly involved with town hall and city council meetings, and he also stated during his campaign that he would look at evening meetings. Councilor Taylor stated that historically evening meetings are not well attended, and he

suggested as an alternative having a trial basis of evening meetings over a couple of months. He agreed with Councilor Browning that as elected officials they are here to represent their constituents.

Councilor Whiteley agreed with Councilor Browning's comments, and that there are many moving parts. He is in his last year of service and in his six years of service he has never been asked to move meeting times. He stated that City employees matter and evening meetings take away from family time and activities. Councilor Whiteley bases his opinion on agenda items from feedback and information he receives from citizens, and with current technology citizens have other avenues to participate in meetings.

Councilor Smith discussed his experience with town hall meetings, and how he was excited to give citizens an opportunity to attend an evening meeting. City wide town hall meetings were held, and there were times when there were more staff in attendance than citizens. Then town hall meetings were held by Council Districts, and the participation was low and did not meet his expectations. He also agrees with comments made by the other Councilors and he is not for moving meetings, and agrees that, with technology today citizens can stay informed if they are interested. There are also various ways information is disseminated to the public, and he stands with other comments made by Council.

Councilor Nelson agreed with Councilor Browning and is against moving meeting times. He discussed how he has an implied contract which included 8:30 meetings and discussed concerns regarding HB 2127 Section 10, and the legality of moving meeting times. He has never been asked by citizens to move meeting times, and is extremely against it.

Councilor Browning stressed that he applauds Mayor Short for keeping his word and bringing this up for discussion.

Councilor Taylor suggested possibly having special meetings in the evening on hot topic items.

Mayor Short discussed the moving parts and acknowledged it would not be easy, and he hoped to get some ideas, and appreciates the feedback.

Annie Jackson, 1027 Crescent Ln., agreed with Councilor Browning, even though she was for evening meetings since other cities have them, and she appreciates Mayor Short keeping his word. She acknowledged low attendance at previous town hall meetings, and stated that although this topic was on the agenda citizens did not show up to express their opinion. She is a huge advocate for citizen rights and stated that citizens had their opportunity and they blew it by not showing up, and sees no further need to address this topic.

David Grey discussed how the Mayor does have the ability to call special meetings at other times without Council approval.

Mickey Fincannon, Wichita County Commissioner Precinct 2, agreed with the comments and stated the largest attendance at recent town hall meetings was 12 citizens. He feels town hall meetings are important because it is difficult for citizens to speak directly to their representative and receive feedback since discussion cannot be held during public comments. County town hall meetings were held without staff and he encouraged Councilors to have town hall meetings and not be afraid to talk to their citizens especially on hot topics. He has approached councilors in the past and it is sometimes hard to get feedback from them. He suggested having evening meetings on hot-topic issues without staff.

Councilor Whiteley stated that he agrees with Commissioner Fincannon since citizens often listen to hearsay and miss the facts on these hot topic items. Evening town hall meetings could be used to get the facts straight.

Commissioner Fincannon discussed the County moving their meetings to Tuesday at 10:00 a.m. which will overlap with Council meetings. Part of the reason this was voted on was due to the City discussing having evening meetings.

Beverly Ellis, 1605 Parkdale, discussed her campaign pledge for town hall meetings, and discussed a recent town hall meeting in Eastside where there was standing room only. Town hall meetings are important, and it is important for them to be in the afternoon or evening when citizens can attend. She feels there is a need for town hall meetings, and each Council District should have town hall meetings in their areas to allow citizens to voice their concerns.

Councilor Taylor addressed comments made and stated that he agrees that town hall meetings by District are important regardless of the attendance to allow citizens the opportunity to voice their concerns, and be informed. He stated he promised a digital platform to communicate with his District, and has been discussing the legal aspects, but he agrees with the need for town hall meetings.

Mayor Short stated he has not received any objection or resistance to town hall meetings.

Cathy Dodson, 3503 Glenwood Ave., stated that she wants her Councilor to become more comfortable with talking to his constituents.

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

10:31 a.m.

Councilor Taylor stated that during the Christmas there are some real grinchies out there that would like to get in your pocketbook, and he encouraged citizens to be aware. He discussed how one person will distract you while another steals from you, and encouraged everyone to be careful.

Councilor Whiteley thanked the stakeholder group that participated in making decisions regarding new Building Inspection software, and for the time they spent helping staff make decisions. He gave kudos to the employee of the month and applauded Leticia for her positive attitude. He stated that \$100 for employee of the month has been the same for a while and may need to be increased. It was good to have County folks in attendance, and he appreciates the interaction with them. He also thanked the owners of Senderoo, the Chamber of Commerce – Ron Kitchens, the foreign exchange students, and Dave Clark.

Councilor Nelson discussed four new businesses, two new houses, and four remodels in District 2. He took a tour of the new construction at the Health District and it looks good, but we should also look at the repairs on the outside. There is a new Boys and Girls club under construction on the Eastside. He stated he has attended 22 town hall meetings to discuss individuals concerns.

Councilor Smith discussed the tour of Memorial High School and how amazing it is. Construction is on schedule and he facilities will open in August of 2024. These new schools are something to be proud of and will provide great educational opportunities for our youth. They are 21<sup>st</sup> century facilities and he hopes everyone takes the opportunity to tour the facilities when completed. He discussed the number of city job vacancies being down, but he encouraged citizens to contact Human Resources if they are looking for a good job with good pay and benefits. Some jobs even include education for the job that can be used for advancement.

Councilor Nelson gave kudos to Steve Jackson as they have finally gotten a lease agreement for the Railroad Museum. He thanked Mr. Leiker, Mr. Menzies, and Mr. Hegglund.

Mayor Short thanked Fire Station 8 for their quick response over the weekend to help his mom. They were professional and compassionate, and we are very fortunate to have our first responders. It means so much more when you are on the other side of a call. Be safe and God bless.

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### **Item 9 – Executive Sessions**

City Council adjourned into Executive Session at 10:41 a.m. in accordance with Texas Government Code §551.074 and §551.087.

City Council reconvened at 11:09 a.m.

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

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**Item 7a – Resolution 138-2023**

11:09 a.m.

Resolution casting votes for individuals nominated for the Wichita Appraisal District Board of Directors

Moved by Councilor Browning to approve Resolution 138-2023 casting 633 votes for Glenn Barham and 632 votes for Jeff Taylor.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 7o – Resolution 152-2023**

11:10 a.m.

Resolution authorizing the City Manager to renew non-annexation agreements with Vitro Flat Glass, Pratt & Whitney, Nustar Logistics, Valero Energy, Plains Pipeline, and Howmet Aerospace, guaranteeing each immunity from annexation for a certain term.

Moved by Councilor Browning to approve Resolution 152-2023.

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

Ayes: Mayor Short, Councilors Browning, Nelson, Smith, Taylor, and Whiteley

Nays: None

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**Item 10 –Adjourn**

Mayor Short adjourned the meeting at 11:14 a.m.

PASSED AND APPROVED this 19<sup>th</sup> day of December 2023.

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Tim Short, Mayor

ATTEST:

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Marie Balthrop, TRMC, MMC  
City Clerk

**MINUTES**  
**LAKE WICHITA REVITALIZATION COMMITTEE**

October 10, 2023

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**PRESENT:**

David Coleman, Chair  
Steve Garner, Vice Chair  
Tim Brewer, City Council Rep  
Matt Marrs  
Austin Cobb  
John Pezzano  
Adam Arruda

■ Members

Blake Jurecek, Asst City Manager  
Russell Schreiber, Public Works Director  
Terry Points, Parks Administrator

■ Staff

Wes Dutter, TP&W  
Tony Clyde, USACE Tulsa  
Ariel Reed, Channel 3  
Lynn Walker, TRN

■ Guests

**ABSENT:** Alison Sanders, Michael Battaglino, Alicia Castillo, Sharon Roach, Kari Shaw, Rick Hernandez

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1. **Call to Order:** David called the meeting to order at 1:00. Newly appointed members Adam Arruda and John Pezzano introduced themselves, and our guest from the US Army Corps of Engineers, Dr Tony Clyde, introduced himself.
2. **Approval of Minutes:** September meeting minutes were approved unanimously.
3. **Project Updates:**
  - 3.a. **Veteran's Plaza Project:**

Regarding the previously approved stone & granite marker to honor Thomas W Fowler, David stated that the design of the granite etchings is complete and has been sent to the Fowler family members to get their input. When that is done, David will bring the proposal back to the group for discussion and approval.

David informed the group that the Woody Williams Foundation has requested we place a metal plate on the information panel that shows a QR Code for visitors to get information about the WWF. This placement was approved unanimously.

**3.b. Lake Deepening:**

David provided a brief background on the dredging project, and Dr Clyde took the floor to describe programs the US Army Corps of Engineers (USACE) manage which could potentially help achieve lake deepening. He started by describing the Federal Interest in Lake Wichita, which is caused by the Holliday Creek project and lowering of the spillway

October 10, 2023



back in the mid-nineties. These actions contributed to degradation of the Lake, which means there is most likely a Federal Interest in environmental restoration.

The primary program the City of WF can pursue is the Section 1135 Continuing Authorities Program (CAP), by sending a request letter to the USACE. Upon receipt of this letter, the USACE will add the Lake Wichita project to their workload, and when funds are available, they will pay up to \$50,000 for a study to formalize the Federal Interest Determination (FID). The Committee voted unanimously to recommend that City Council authorize the Mayor or City Manager to sign this request letter, which does not obligate the City to any funding. David will draft the letter and email it to Blake so they can try to get this on the November 7<sup>th</sup> Council meeting agenda. If the request letter is approved, and if the subsequent FID is positive, then it is possible to proceed to the next stage, in which the USACE will determine the cost to complete a Feasibility Study and Cost Share Agreement. This phase could require a local cost share, depending on the complexity of the Study, so another City Council decision would be required before proceeding to this stage. At this point, many details of project costs and cost shares would be known.

A secondary program the City of WF could possibly pursue, if the CAP proves infeasible, is the General Investigation. This requires specific Federal Congressional action to appropriate funds for the project, but would require a local cost share as well.

- 3.c. **Parks Master Plan:** Blake stated that the City's contract for a Parks Master Plan update will be on the October 17th City Council meeting agenda. We are expecting this master plan will describe the future of the Veteran's Plaza area, the former Yacht Club Basin, and other recreational features for Lake Wichita.
4. **Discussion of Brick Sales and Fundraising Initiatives:** David stated he will get the orders to engrave blank bricks in the Plaza walkway to Austin Stone & Monument.
5. **Other Business Matters:** None.
6. **Adjournment:** The meeting adjourned at 1:55 pm.



David Coleman, Chair

12 Dec 23

Date

October 10, 2023

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Public Hearing concerning the designation of Reinvestment Zone at 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X Wichita Falls, Texas.

**INITIATING DEPT:** Legal

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**STRATEGIC GOAL:** Accelerate Economic Growth

**STRATEGIC OBJECTIVE:** Attract and Retain Target Industries and Jobs

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**COMMENTARY:** Westlake Pipe and Fittings Corporation, also known as Westlake Corporation (Westlake), needs to add production capacity. To this end, the City of Wichita Falls is working with the company to offer assistance to encourage investment that will expand and enhance its existing operations in Wichita Falls. The plan proposes expanding their current facility by building a 220,000-square-foot state-of-the-art facility on the land adjacent that the Company already owns.

The proposed project signifies the development of an additional facility at 3348 Industrial Drive for a well-established employer in Wichita Falls. This expansion is anticipated to generate 50 new full-time positions, supplementing the existing 69 full-time roles. The projected average wage for each position is \$68,000, accompanied by a comprehensive benefits package valued at an additional \$30,000. Notably, this proposed average wage is 38% higher than the prevailing average annual wage in Wichita County. The total investment for the project is estimated at \$134,117,039.00, with a significant portion of \$65,154,588.00 allocated for machinery and equipment.

In pursuit of this venture, Westlake Corporation proposes establishing a Reinvestment Zone from the City for the purpose of securing a 10-year property tax abatement from Wichita County. It is essential to highlight that the tax abatement is exclusively requested for the proposed new construction only, demonstrating the Company's commitment to the growth and economic development of the region.

The proposed Reinvestment Zone to be discussed in this public hearing is better described in **Exhibit A**.

Prior to executing a tax abatement agreement with the County, the City must establish a reinvestment zone. Before establishing a reinvestment zone, the City, as required, published a notice of this Public Hearing.

At least seven days prior to this action, the City published the following notification of this action:

*The Wichita Falls City Council will hold public hearings in the Council Chambers of the Memorial Auditorium building at 1300 7th Street on December 19, 2023, beginning at 8:30 a.m. for the purpose of: (1) considering designating, as a reinvestment zone, the following properties: 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X, (2) determining the eligibility of zones for tax abatement, and (3) finding that the improvements sought are feasible, practical, and would be a benefit to the zone after the expiration of the tax abatement agreement under Texas Tax Code §312.204.*

During this public hearing, the Council will be asked to make the following findings:

- (1) The improvements sought, a manufacturing facility expansion, are feasible and practical and would be a benefit to the zone after the expiration of the tax abatement agreement;
- (2) The City's criteria for tax abatement are met as set out by *Resolution 150-2023*, as shown in **Exhibit B**, and the designation of the zone is reasonably likely to contribute to the retention or expansion of primary employment or to attract significant capital investment that will benefit the City's economic development;
- (3) The expansion, building, and operation of the manufacturing facility will have a secondary impact, through the use of local contractors and service businesses, on the local economy;
- (4) Proper notice was given of this public hearing to the presiding officers of Wichita County and the Wichita Falls Independent School District, as shown in **Exhibit C**; and
- (5) Notice of this public hearing was published in the *Times Record News*, a paper of general circulation, on December 11, 2023, a date no later than the 7<sup>th</sup> day before this hearing, as shown in **Exhibit D**.

☒ **City Attorney**

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**ASSOCIATED INFORMATION:** Exhibit A – Real Property Description and Map of Proposed Westlake Reinvestment Zone; Exhibit B – *Resolution 150-2023*; Exhibit C – Proper Notice of Public Hearing; Exhibit D – Proper Notice Published in *Times Record News*

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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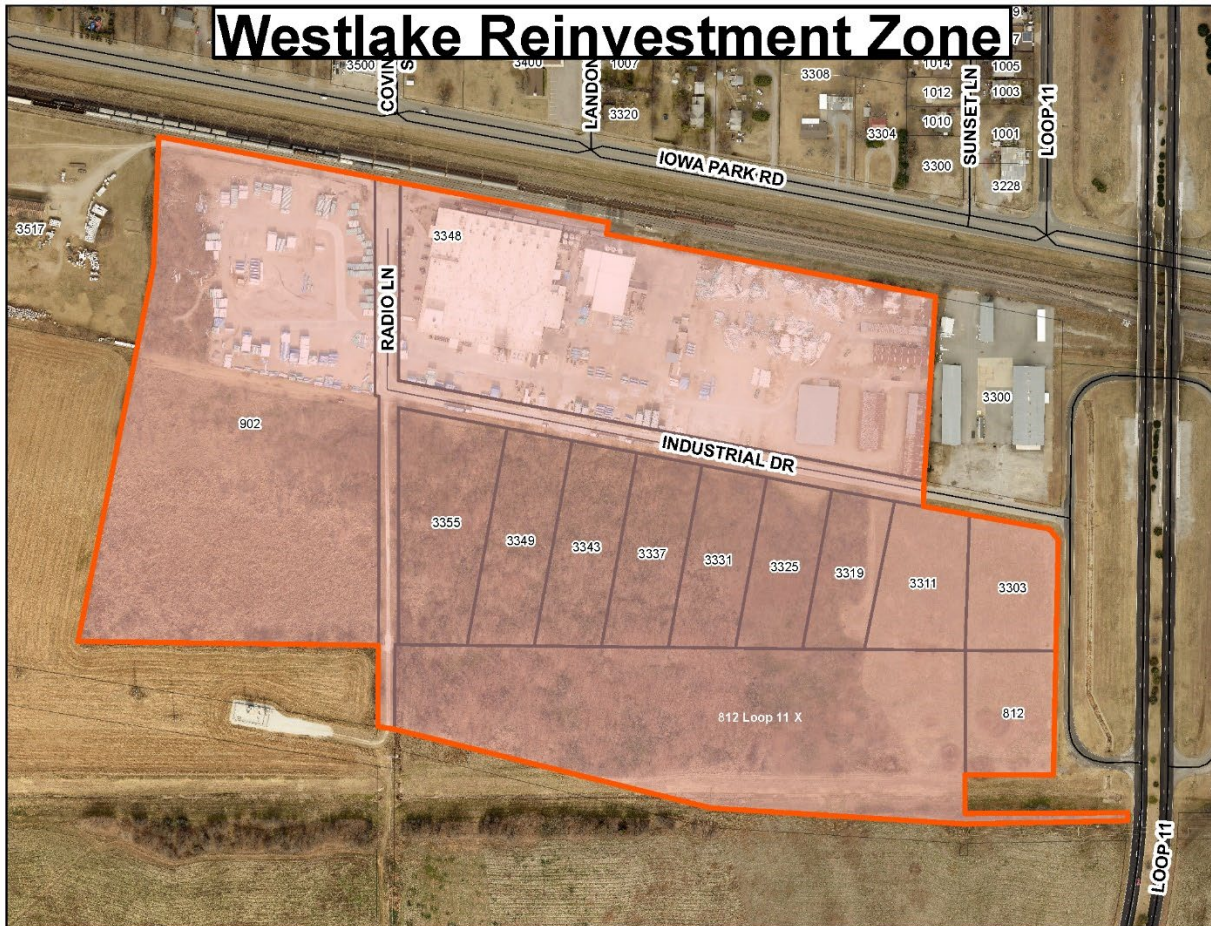
## EXHIBIT A

### Property Address

3348 Industrial Dr  
902 Radio Ln  
3319 Industrial Dr  
3325 Industrial Dr  
3331 Industrial Dr  
3337 Industrial Dr  
3343 Industrial Dr  
3349 Industrial Dr  
3355 Industrial Dr  
3348 Industrial Dr  
3303 Industrial Dr  
812 Loop 11  
3311 Industrial Dr  
812 Loop 11 X

### Legal Description

Blk 1 Amoco S/D & 4.34 Ac A-324  
17.435 Acs Tr 7 Abst. 40  
Lot 2 Blk 3 Replat Beverly Industry  
Lot 3 Blk 3 Replat Beverly Industry  
Lot 4 Blk 3 Replat Beverly Industry  
Lot 5 Blk 3 Replat Beverly Industry  
Lot 6 Blk 3 Replat Beverly Industry  
Lot 7 Blk 3 Replat Beverly Industry  
Lot 8 Blk 3 Replat Beverly Industry  
Business Personal Property At 3348 Industrial  
Lot 1-A Replat Blk 3 Beverly Industry  
Lot 1-B Replat Blk 3 Beverly Industry  
Lot 1 Blk 3 Replat Beverly Industry  
12.539 Ac Abst. 324



## **EXHIBIT B**

### **Resolution No. 150-2023**

#### **Resolution reauthorizing the City of Wichita Falls' participation in the Texas Tax Abatement Program to promote development and redevelopment and renew guidelines and criteria for tax abatement in the City of Wichita Falls**

WHEREAS, the City Council of the City of Wichita Falls, Texas, desires to promote the development/redevelopment of certain contiguous geographic areas within its jurisdiction; and,

WHEREAS, the City of Wichita Falls, Texas, is authorized to enter into Tax Abatement Agreements for commercial-industrial or residential purposes, as authorized by Chapter 312 of the Texas Tax Code; and,

WHEREAS, the Texas Tax Code requires the City of Wichita Falls, Texas, to establish guidelines and create criteria for the designation of reinvestment zones, and to enter into Tax Abatement Agreements.

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

1. The City of Wichita Falls, Texas, declares it is eligible for and intends to reauthorize participation in a Tax Abatement Program.
2. The City of Wichita Falls, Texas, hereby renews the following Guidelines and Criteria for Tax Abatement for use in the City's Tax Abatement Programs:
  - (1) The City Council of the City of Wichita Falls shall have the right, granted under Texas statutes, to approve or disapprove the creation of any recommended Tax Reinvestment Zone.
  - (2) The Tax Reinvestment Zone must be reasonably likely to contribute to the retention or expansion of primary employment or attract significant capital investment that will benefit the City's economic development.
  - (3) The Tax Reinvestment Zone authorization granted by the City Council must meet all criteria established by the authorizing legislation.
  - (4) The Tax Reinvestment Zone must not require extraordinary capital improvement financing by the City.
  - (5) The Tax Reinvestment Zone applicant must have a successful business operating history of at least one year in the community or municipal references establishing successful operations.



## **EXHIBIT B**

- (6) The Tax Reinvestment Zone applicant must have a secondary impact on the local economy through the use of local contractors and service businesses.
- (7) The agreement to create Tax Reinvestment Zones will not exceed the maximum period allowed by law of 10 years.
- (8) The agreement to create Tax Reinvestment Zones will pro-rate taxes on property improvements not less than 10%, nor more than 100%.
- (9) The City Council reserves the right to negotiate any other provisions with an individual business allowed by law.

PASSED AND APPROVED this the 5<sup>th</sup> day of December, 2023.

  
\_\_\_\_\_  
MAYOR

ATTEST:

  
\_\_\_\_\_  
City Clerk

## EXHIBIT C



### OFFICE OF CITY ATTORNEY

R. KINLEY HEGGLUND, JR., CITY ATTORNEY  
JULIA M. VASQUEZ, DEPUTY CITY ATTORNEY\*  
\*BOARD CERTIFIED LABOR & EMPLOYMENT LAW  
JAMES A. MCKECHNIE, DEPUTY CITY ATTORNEY  
MISTY KING, ASST CITY ATTORNEY/CITY PROSECUTOR  
MONICA AGUON, ASSISTANT CITY ATTORNEY

December 7, 2023

The Honorable Jim Johnson  
County Judge  
Wichita County, Texas  
900 7<sup>th</sup> Street, Room 260  
Wichita Falls, Texas 76301

*Via Email: [Jim.Johnson@co.wichita.tx.us](mailto:Jim.Johnson@co.wichita.tx.us); and  
CMRRR No. 7014 3490 0002 2195 6454*

Ms. Katherine McGregor  
President, Board of Trustees  
Wichita Falls Independent School District  
1104 Broad Street  
Wichita Falls, TX 76301

*Via Email: [kmcgregor@wfisd.net](mailto:kmcgregor@wfisd.net); and  
CMRRR No. 7014 3490 0002 2195 641*

Re: Notice of Public Hearing Pursuant to Section 312.201 of the TEXAS TAX CODE

Dear Judge Johnson and President McGregor:

Pursuant to the Property Redevelopment and Tax Abatement Act, Chapter 312 of the Texas Tax Code, the City Council of the City of Wichita Falls will hold a public hearing in the Council Chambers of the Memorial Auditorium building at 1300 7<sup>th</sup> Street on **Tuesday, December 19, 2023**, beginning at **8:30 a.m.** for the purpose of a hearing on:

- (1) considering designating, as a reinvestment zone, property shown on Exhibit A;
- (2) determining the eligibility of the zone for commercial-industrial tax abatement; and
- (3) finding that the improvements sought are feasible and practical and would be a benefit to the land to be included in the zone and to the municipality after the expiration of an agreement entered into under Texas Tax Code §312.204.

This notice is intended to comply with Section 312.201(d) of the Texas Tax Code, which states that ...Not later than the seventh day before the date of the hearing, notice of the hearing must be...  
(2) delivered in writing to the presiding officer of the governing body of each taxing unit that includes in its boundaries real property that is to be included in the proposed reinvestment zones.

Please call me if you have any questions concerning this notice or other aspects of this proposed action.

Yours truly,

R. Kinley Heggland, Jr.  
City Attorney

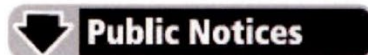
1300 7<sup>TH</sup> STREET, P. O. BOX 1431, WICHITA FALLS, TEXAS 76307 - PHONE: 940-761-7625 FAX: 940-761-7626  
WWW.WICHITAFALLSTX.GOV

## **EXHIBIT D**



### **Notice of Public Hearing**

The Wichita Falls City Council will hold public hearings in the Council Chambers of the Memorial Auditorium building at 1300 7th Street on December 19, 2023, beginning at 8:30 a.m. for the purpose of: (1) considering designating, as a reinvestment zone, the following properties: 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X, (2) determining the eligibility of zones for tax abatement, and (3) finding that the improvements sought are feasible, practical, and would be a benefit to the zone after the expiration of the tax abatement agreement under Texas Tax Code §312.204.



### **LEGAL NOTICE**

Application has been made with the Texas Alcoholic Beverage Commission for a Wine and Malt Beverage Retail's On-Premise Permit by White Bear Games, LLC dba Nexus Game Lounge, to be located at 3111 Midwestern Pkwy, Ste 520, Wichita Falls, Wichita County, Texas. Partners of the LLC are: Jason Chapman (CEO), Utah Robertson (COO), Shelby Blades (CFO), Lance Maxwell, Jarred Garcia, Randy Afshar.



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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance designating properties as a Reinvestment Zone that are located at 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X, Wichita Falls, Texas; and providing for severability.

**INITIATING DEPT:** Legal

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**STRATEGIC GOAL:** Accelerate Economic Growth

**STRATEGIC OBJECTIVE:** Attract and Retain Target Industries and Jobs

---

**COMMENTARY:** Westlake Pipe and Fittings Corporation, also known as Westlake Corporation), needs to add production capacity. To this end, the City of Wichita Falls is working with the company to offer assistance to encourage investment that will expand and enhance its existing operations in Wichita Falls. The plan proposes expanding their current facility by building a 220,000-square-foot state-of-the-art facility on the land adjacent that the Company already owns.

The proposed project signifies the development of an additional facility at 3348 Industrial Drive for a well-established employer in Wichita Falls. This expansion is anticipated to generate 50 new full-time positions, supplementing the existing 69 full-time roles. The projected average wage for each position is \$68,000, accompanied by a comprehensive benefits package valued at an additional \$30,000. Notably, this proposed average wage is 38% higher than the prevailing average annual wage in Wichita County. The total investment for the project is estimated at \$134,117,039.00, with a significant portion of \$65,154,588.00 allocated for machinery and equipment.

In pursuit of this venture, Westlake Corporation proposes establishing a Reinvestment Zone from the City for the purpose of securing a 10-year property tax abatement from Wichita County. It is essential to highlight that the tax abatement is exclusively requested for the proposed new construction only, demonstrating the Company's commitment to the growth and economic development of the region. As such, the City and County wish to incentivize development in and around the area.

Prior to the Company entering into a tax abatement agreement with the County, state law requires that the City must adopt Guidelines and Criteria for the designation of reinvestment zones, and then establish the reinvestment zone. Additionally, state law requires that, before establishing a reinvestment zone, the City must conduct a public hearing, publish notice of said hearing, and send notice of the hearing to the other taxing entities located in the vicinity of the proposed reinvestment zone. The City has fulfilled all these requirements.

☒ **City Attorney**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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Ordinance No. \_\_\_\_\_

**Ordinance designating property as a Reinvestment Zone that is located at/near 3348 Industrial Dr.; 902 Radio Ln.; 3319 Industrial Dr.; 3325 Industrial Dr.; 3331 Industrial Dr.; 3337 Industrial Dr.; 3343 Industrial Dr.; 3349 Industrial Dr.; 3355 Industrial Dr.; 3348 Industrial Dr.; 3303 Industrial Dr.; 812 Loop 11.; 3311 Industrial Dr.; 812 Loop 11 X, Wichita Falls, Texas; and providing for severability**

WHEREAS, the City Council of the City of Wichita Falls, Texas (the “City”) desires to promote the development or redevelopment of a certain contiguous geographic area within its jurisdiction by the creation of a Reinvestment Zone, as codified in Chapter 312 of the Texas Tax Code and known as the Property Redevelopment and Tax Abatement Act, (the “Act”); and,

WHEREAS, a public hearing before the City Council was held on December 19, 2023, being at least seven days after the date of publication of the notice of such public hearing in a newspaper of general circulation in the City of Wichita Falls; and,

WHEREAS, the City has called a public hearing and published notice of such public hearing, and has properly notified the proper officials of Wichita County and the Wichita Falls Independent School District, as required by the Act; and,

WHEREAS, upon such hearing being convened, there was presented proper proof and evidence that notices of such hearing had been published and mailed as described above; and,

WHEREAS, the City, at such hearing, invited any interested person, or his attorney, to appear and contend for or against the creation of the Reinvestment Zone, which includes the properties outlined and contained within **Exhibit A** as the “Westlake Reinvestment Zone”; and,

WHEREAS, all owners of property located within the proposed Reinvestment Zone, and all other taxing units and other interested persons, were given the opportunity at such public hearing to protest the creation of the proposed Reinvestment Zone or the inclusion of their property in such Reinvestment Zone; and,

WHEREAS, the proponents of the Reinvestment Zone offered evidence, both oral and documentary, in favor of all of the foregoing matters relating to the creation of the Reinvestment Zone; and,

WHEREAS, after considering all testimony and evidence offered at the public hearing, the City Council finds that improvements in the Reinvestment Zone will enhance significantly the value of all taxable real property in the Zone, will be of general benefit to the City of Wichita Falls, and that it will be in the public interest to pass this ordinance creating a Reinvestment Zone.

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

1. In accordance with Chapter 312 of the Texas Tax Code, the City has held a public hearing in this matter and adopts the findings herein.
2. The City, after conducting a public hearing and having heard evidence and testimony, has made the following findings and determinations based on the evidence and testimony presented to it:
  - a. The public hearing on the adoption of the Reinvestment Zone has been properly called, held, and conducted, and that notice of such hearing has been published as required by law;
  - b. The City has jurisdiction to hold and conduct this public hearing on the creation of the proposed Reinvestment Zone, pursuant to the Act;
  - c. The Creation of the proposed Reinvestment Zone will result in benefits to the City, its residents, and property owners, and to the property, residents, and property owners in the Reinvestment Zone;
  - d. The improvements sought are feasible and practical and would be a benefit to the land to be included in the zone and to the City after the expiration of an agreement entered into under Section 312.204 of the Act;
  - e. The improvements sought, a manufacturing facility expansion, are feasible and practical and would be a benefit to the zone after the expiration of the tax abatement agreement;
  - f. The City's criteria for tax abatement are met, as set out by *Resolution 150-2023*, as shown in **Exhibit B**, and the designation of the zone is reasonably likely to contribute to the retention or expansion of primary employment or to attract major capital investment that will benefit the City's economic development;
  - g. The expansion, building, and operation of the manufacturing facility will have a secondary impact, through the use of local contractors and service businesses, on the local economy;
  - h. Proper notice was given of this public hearing to the presiding officers of Wichita County and the Wichita Falls Independent School District; and

- i. Notice of this public hearing was published in the *Times Record News*, a paper of general circulation on December 11, 2023, a date that was no later than the 7<sup>th</sup> day before this hearing.
3. The City hereby creates a Reinvestment Zone over the area described in **Exhibit A**, and such Reinvestment Zone shall hereafter be identified as the **Westlake Reinvestment Zone**, (the “Zone”).
4. The operation of the Reinvestment Zone shall commence immediately upon passage of this ordinance for a period of **ten** years or may terminate sooner by subsequent ordinance.
5. If any section, paragraph, clause, or provision of this ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this ordinance.
6. The contents of the notice of public hearing, which was held before the City Council on this date, and the publication of notices thereof as required by law, are hereby ratified, approved, and confirmed.

IT IS SO ORDAINED.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

ATTEST:

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M      A      Y      O      R

\_\_\_\_\_  
City Clerk

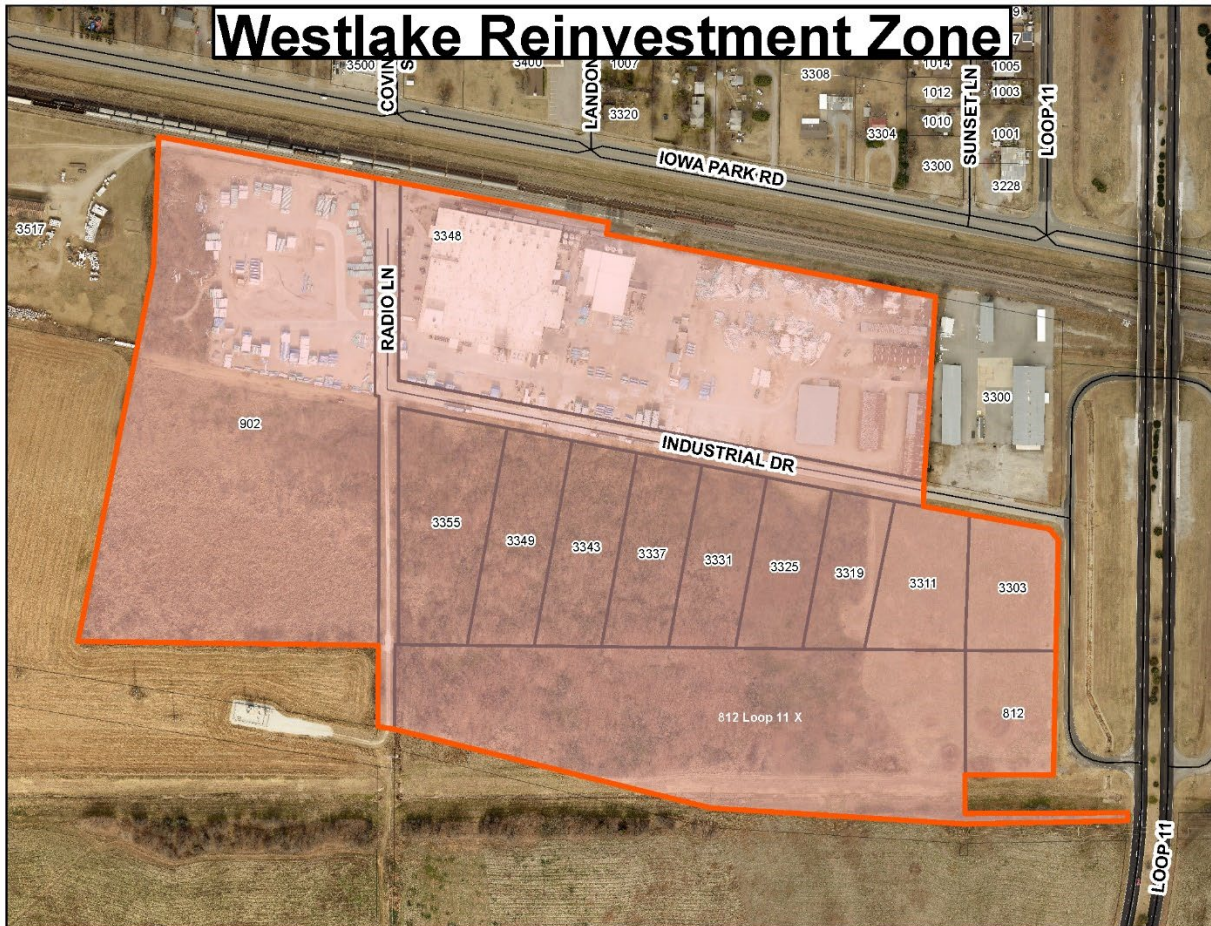
## EXHIBIT A

### Property Address

3348 Industrial Dr  
902 Radio Ln  
3319 Industrial Dr  
3325 Industrial Dr  
3331 Industrial Dr  
3337 Industrial Dr  
3343 Industrial Dr  
3349 Industrial Dr  
3355 Industrial Dr  
3348 Industrial Dr  
3303 Industrial Dr  
812 Loop 11  
3311 Industrial Dr  
812 Loop 11 X

### Legal Description

Blk 1 Amoco S/D & 4.34 Ac A-324  
17.435 Acs Tr 7 Abst. 40  
Lot 2 Blk 3 Replat Beverly Industry  
Lot 3 Blk 3 Replat Beverly Industry  
Lot 4 Blk 3 Replat Beverly Industry  
Lot 5 Blk 3 Replat Beverly Industry  
Lot 6 Blk 3 Replat Beverly Industry  
Lot 7 Blk 3 Replat Beverly Industry  
Lot 8 Blk 3 Replat Beverly Industry  
Business Personal Property At 3348 Industrial  
Lot 1-A Replat Blk 3 Beverly Industry  
Lot 1-B Replat Blk 3 Beverly Industry  
Lot 1 Blk 3 Replat Beverly Industry  
12.539 Ac Abst. 324



## **EXHIBIT B**

### **Resolution No. 150-2023**

#### **Resolution reauthorizing the City of Wichita Falls' participation in the Texas Tax Abatement Program to promote development and redevelopment and renew guidelines and criteria for tax abatement in the City of Wichita Falls**

WHEREAS, the City Council of the City of Wichita Falls, Texas, desires to promote the development/redevelopment of certain contiguous geographic areas within its jurisdiction; and,

WHEREAS, the City of Wichita Falls, Texas, is authorized to enter into Tax Abatement Agreements for commercial-industrial or residential purposes, as authorized by Chapter 312 of the Texas Tax Code; and,

WHEREAS, the Texas Tax Code requires the City of Wichita Falls, Texas, to establish guidelines and create criteria for the designation of reinvestment zones, and to enter into Tax Abatement Agreements.

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

1. The City of Wichita Falls, Texas, declares it is eligible for and intends to reauthorize participation in a Tax Abatement Program.
2. The City of Wichita Falls, Texas, hereby renews the following Guidelines and Criteria for Tax Abatement for use in the City's Tax Abatement Programs:
  - (1) The City Council of the City of Wichita Falls shall have the right, granted under Texas statutes, to approve or disapprove the creation of any recommended Tax Reinvestment Zone.
  - (2) The Tax Reinvestment Zone must be reasonably likely to contribute to the retention or expansion of primary employment or attract significant capital investment that will benefit the City's economic development.
  - (3) The Tax Reinvestment Zone authorization granted by the City Council must meet all criteria established by the authorizing legislation.
  - (4) The Tax Reinvestment Zone must not require extraordinary capital improvement financing by the City.
  - (5) The Tax Reinvestment Zone applicant must have a successful business operating history of at least one year in the community or municipal references establishing successful operations.

## **EXHIBIT B**

- (6) The Tax Reinvestment Zone applicant must have a secondary impact on the local economy through the use of local contractors and service businesses.
- (7) The agreement to create Tax Reinvestment Zones will not exceed the maximum period allowed by law of 10 years.
- (8) The agreement to create Tax Reinvestment Zones will pro-rate taxes on property improvements not less than 10%, nor more than 100%.
- (9) The City Council reserves the right to negotiate any other provisions with an individual business allowed by law.

PASSED AND APPROVED this the 5<sup>th</sup> day of December, 2023.

  
\_\_\_\_\_  
MAYOR

ATTEST:

  
\_\_\_\_\_  
City Clerk



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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance amending Ordinance No. 44-2022 and Ordinance No. 12-2023 Declaring Certain Structures as Dangerous by allowing additional time to rehabilitate two structures located at 2001 11<sup>th</sup> Street and 1117 23<sup>rd</sup> Street.

**INITIATING DEPT:** Development Services/Neighborhood Services/Code Enforcement

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**STRATEGIC GOAL:** Accelerate Economic Growth

**STRATEGIC OBJECTIVE:** Revitalize Depressed and Declining Neighborhoods

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**COMMENTARY:** These two properties were included in a list of properties that were declared hazardous structures at the City Council meeting on September 20, 2022 and March 21, 2023, and were ordered to be demolished by the City Council. Both properties listed below were purchased after the demolition order and the new owners are requesting additional time to restore the structures. The requests are included in this agenda item.

Patrick Schlabs purchased the property located at 2001 11<sup>th</sup> St. on March 6, 2023 and has requested additional time to obtain a Restoration permit to rehabilitate this structure.

Ashe Enterprises LLC (Jose Rodriguez) purchased the property located at 1117 23<sup>rd</sup> St. on September 5, 2023 and has requested additional time to obtain a Restoration permit to rehabilitate this structure.

Both Patrick Schlabs and Jose Rodriguez are contractors who have demonstrated the ability to do the work. Should the property owners not show substantial completion towards rehabilitation in the timeframe required, Code Enforcement will continue the demolition process without any further council action needed.

Staff is recommending the two property owners be allowed to obtain restoration permits with the following recommended time frames.

- Obtain a restoration permit in 30 days: January 18<sup>th</sup>, 2024
- Substantial completion towards rehabilitation in an additional 90 days: March 18<sup>th</sup>, 2024

☒ **Assistant City Manager**

☒ **Director of Development Services**

☒ **Neighborhood Services Manager**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**

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**Ordinance No. \_\_\_\_\_**

**Ordinance amending Ordinance No. 44-2022 and Ordinance No. 12-2023 Declaring Certain Structures as Dangerous by allowing additional time to rehabilitate two structures located at 2001 11<sup>th</sup> Street and 1117 23<sup>rd</sup> Street**

WHEREAS, the property at ALL 1 BLK A SOUTHLAND also known as 2001 11<sup>th</sup> St. was included in a list of properties that were declared hazardous structures at the City Council meeting of September 20, 2022 and it was ordered to be demolished upon determination by the City Council; and,

WHEREAS, the property at LOT 1 BLK 26 SIBLEY TAYLOR also known as 1117 23<sup>rd</sup> St. was included in a list of properties that were declared hazardous structures at the City Council meeting of March 21, 2023 and it was ordered to be demolished upon determination by the City Council; and,

WHEREAS, Patrick Schlabs purchased the property located at 2001 11<sup>th</sup> St. on March 6, 2023 and has requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

WHEREAS, Ashe Enterprises LLC (Jose Rodriguez) purchased the property located at 1117 23<sup>rd</sup> St. on September 5, 2023 and has requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

WHEREAS, the City Council desires to grant additional time to rehabilitate these properties.

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

1. Additional time in the amount of 30 days to obtain a restoration permit by the end of the business day on January 18th, 2024, is granted to the property owner of 2001 11<sup>th</sup> St. Substantial progress shall be accomplished 90 days after the above date. Failure to complete timeframe requirements will result in the demolition of the structure, without further notification.
2. Additional time in the amount of 30 days to obtain a restoration permit by the end of the business day on January 18th, 2024, is granted to the property owner of 1117 23<sup>rd</sup> St. Substantial progress shall be accomplished 90 days after the above date. Failure to complete timeframe requirements will result in the demolition of the structure, without further notification.
3. Upon rehabilitation of structure, the demolition order shall become void.

4. Due to the fact that the subject matter of this ordinance affects the public health, safety and welfare of the citizens of the City of Wichita Falls, this ordinance is declared to be an emergency measure, and shall become effective immediately upon its passage.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

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MAYOR

ATTEST:

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City Clerk

ADDRESS	OWNER	DATES
<b>1. 2001 11<sup>th</sup>St.</b> <b>(Main Structure)</b> ALL 1 BLK A SOUTHLAND	PATRICK SCHLABS 115 ROYAL RD. LAKESIDE CITY, TX 76308	Demo Order - 09/20/2022  Sold- 03/06/2023
<div>   </div>		

### Demolition Order Amendment Proposal-

New owners are to formally submit a request in writing (or email at [terry.floyd@wichitafallstx.gov](mailto:terry.floyd@wichitafallstx.gov)) **outlining their request** for the City Council to re-consider the demo order. Include the **proposed timeline for completion, financial capability, and past project experience** (include photos if possible). Address the request to Terry Floyd, Development Services Director. 1300 7th St. Wichita Falls, Texas 76301 Room #400

Reversal of Demo 2001 11th st.

Patrick Schlabs  
840-631-0530

115 Royal Rd.  
Wichita Falls, Tex. 76308

[PatSchlabs01@sw.rr.com](mailto:PatSchlabs01@sw.rr.com)

10-11-23

Pat Schlabs 940-631-0330

Terry Floyd and City Council of Wichita Falls

I Patrick Schlabs would like to make a request for a re-consideration of demolition of 2001 Mah St. I bought this property in March 2023 from Michael Perez. Evidently there was a fire at this property several years before and he wouldn't do anything about it, so City set a demo of it. After I received property I immediately started working with City Code Enforcement including Michael Moreno to try and save it. I have followed all of his steps including Environmental Study by Fleet Inspection Consulting Services which results came up very minor. Fire damage was actually contained mainly to lower back roof + small portion of kitchen. After performing an extensive fire damage survey, most of the building and structural had very little or no damage. My goal is to save the architectural design which is very similar to the newly development of the Alamo School Loft Apts. which is directly across the street. It was actually built in the same year 1909 and was a pre-school campus. As far as my

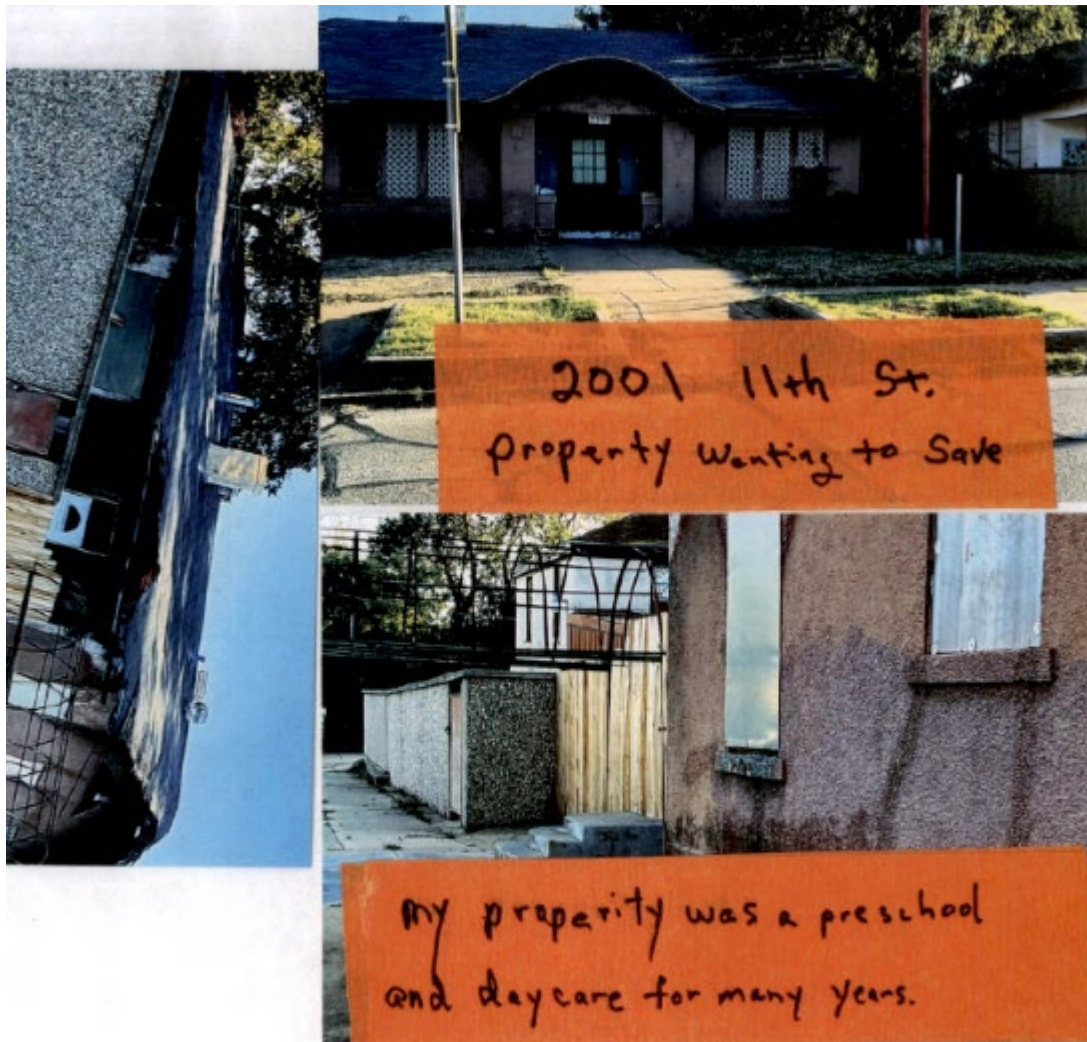
credentials I currently have a contractor  
building and remodeling license with city  
of White Falls. I also have a current  
plus 45 year State of Texas electrical license.  
I have completely rebuilt some and remodeled  
many. As far as financial capability I  
currently gross between 150 and 200 thousand  
a year. I also own one million plus in realty  
which is completely paid for.

Expected to be finished in 8 to 10 months

Thanks for your consideration  
Pat Schell



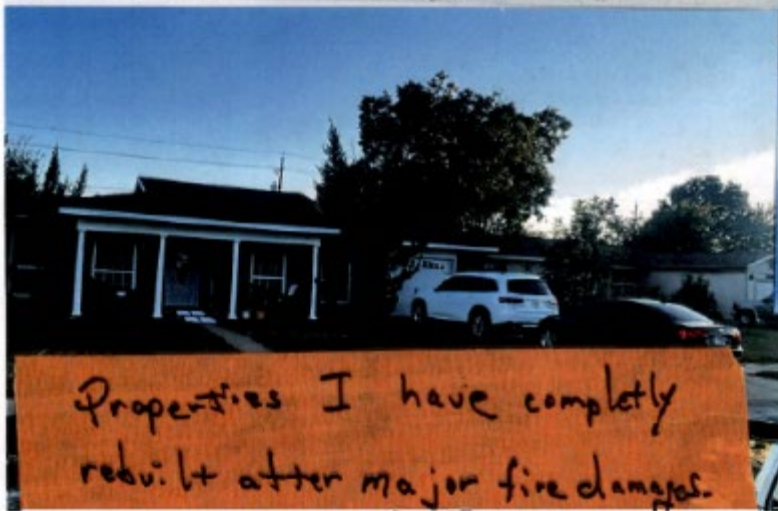
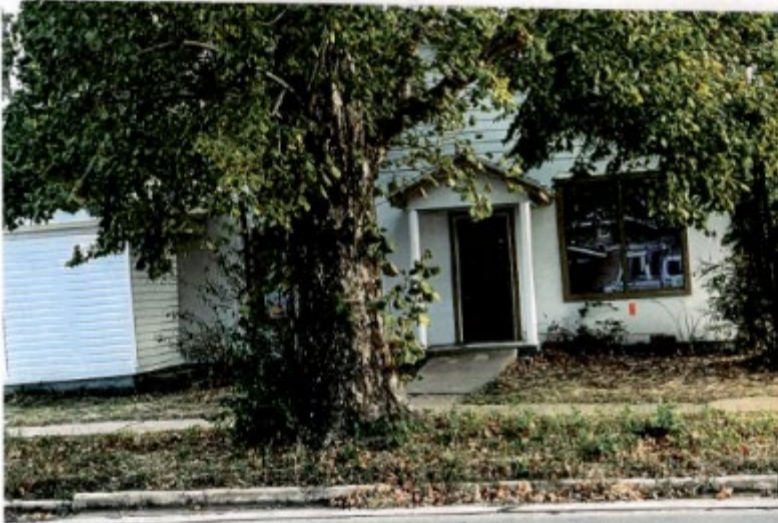








Patrick Schlabs  
940-631-0530



Properties I have completely  
rebuilt after major fire damages.





ADDRESS	OWNER	DATES
<b>2. 1117 23<sup>rd</sup> St.</b> <b>(Main Structure)</b> LOT 1 BLK 26 SIBLEY TAYLOR	ASHE ENTERPRISES LLC (JOSE RODRIGUEZ) 2928 BAY OAKS DR. DALLAS, TX 75229	Demo Order- 03/21/2023  Sold- 09/05/2023
		

## Demolition Order Amendment Proposal

Hello Terry,

My name is Jose Rodriguez, it has been my pleasure to work with the City of Wichita Falls Texas.

I purchased the property at 1117 23rd St, Wichita Falls, TX 76301, through PB Perdue Brandon Fielder Collins and Mott LLP, Attorney at Law for The Wichita County Sales. As I was getting ready to start remodeling The Property, I notice that it has a letter outside that indicates that the property is in danger. As I continue investigating more for remodeling purposes, I was advised that I must proceed with a Full Demolition. I walked around the property with Inspector Michael Moreno and explained to him that in the past 2 years, I have fully remodeled at least 11 properties in the City of Wichita Falls Texas. I am currently renting all those 11 properties and I am getting ready to start on another 4 as soon as possible. I am also working on 2 properties in the City of Burkburnett Texas.

I am emailing these images because I would like you to review the experience that I have in remodeling and please consider a Demolition Order Amendment Proposal.

I understand the house looks like it needs a full demolition, however with the remodeling experience I have, my team and I can renovate the property without completing a full demolition. My Goal is to transform the property into a permanent living residence rather than the bizarre rooms and spaces it already has.

The Remodeling Includes three rooms, two restrooms, a kitchen, a dining room, the living room, a laundry closet, and as need it, as of right now. If the space does not cooperate, we might only have two rooms and one restroom.

My Framer is: Goytia Lozano Faaming LLC

My Plumber Technician is: Staileys Plumbing LLC

My Mechanical Technician is: Cooling and Heating Jairo Acevedo

My Electrical Technician is: Joe Barrientes

The following is a list of the Approximate cost of the Services, Including Material and Labor.

Foundation \$4,250

Roof \$7,325

Damaged Framing \$27,000

Windows \$3,520

Doors \$5,280



Siding \$9,800

Plumbing \$10,000

Electrical \$ 10,500

Sheetrock \$9,000

2 Restrooms (Tile) \$3,500

Central A/C \$7,000

Floor \$3,500

The Approximate Full cost is \$100,675.

I highly appreciate your valuable time; I hope we can work together to successfully complete this important project. If any other information is needed, please let me know. Looking Forward to hearing a date and time when we can meet up and discuss The Demolition Order Amendment Proposal.

Respectfully,

Jose Rodriguez

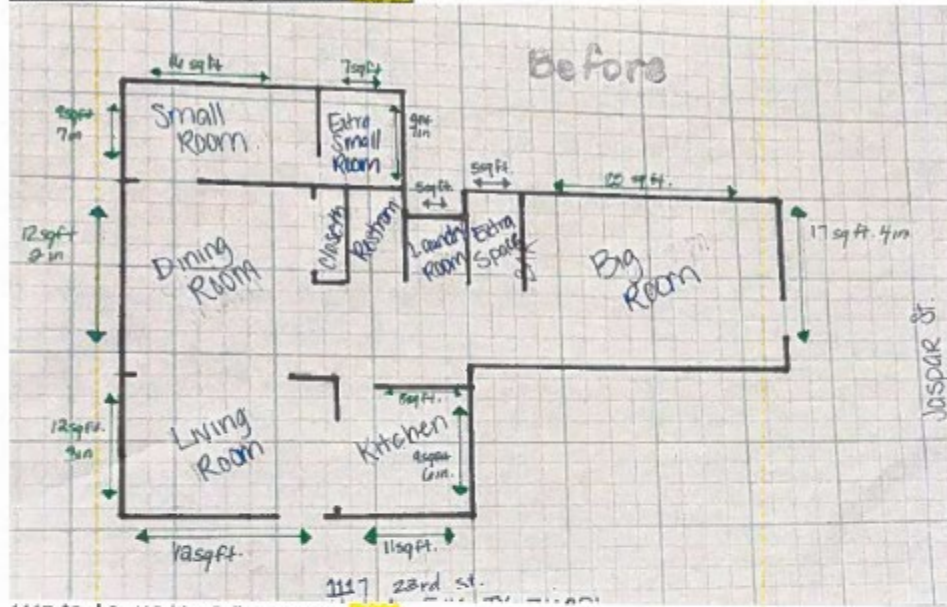
214-293-5067

General Contractor

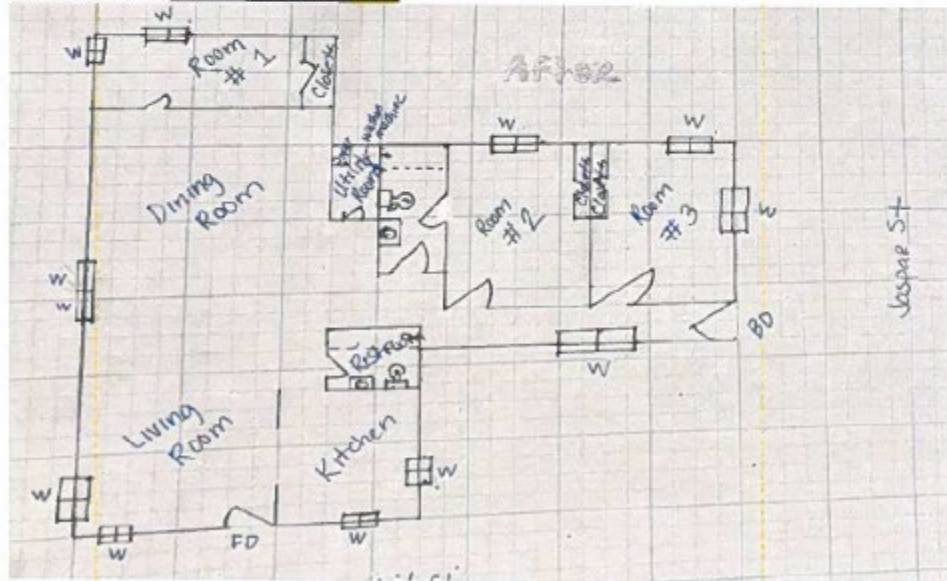
ID No. for License: 23-000335



1117 23rd St, Wichita Falls, TX 76301 **Before**



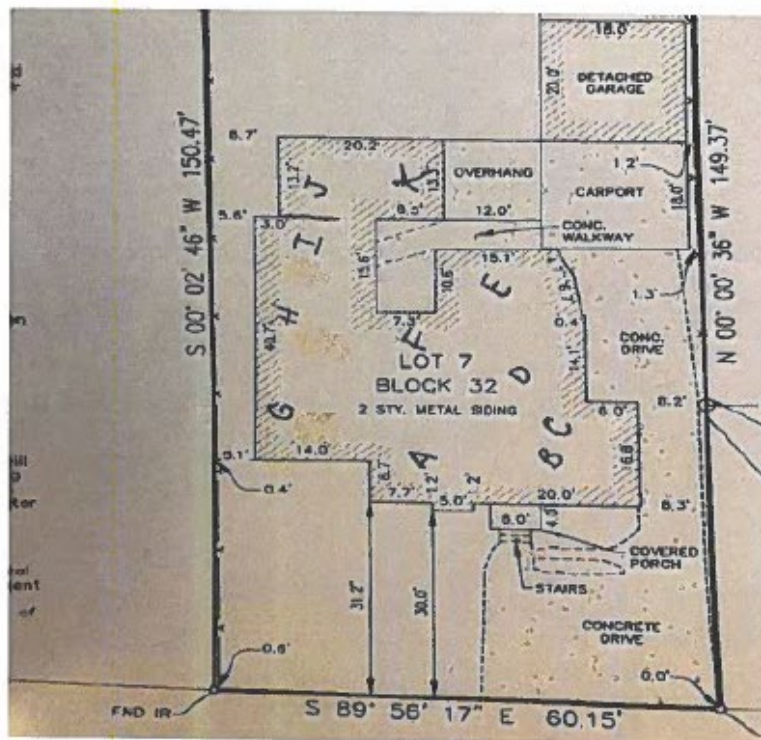
1117 23rd St, Wichita Falls, TX 76301 **After**



# Previous Project

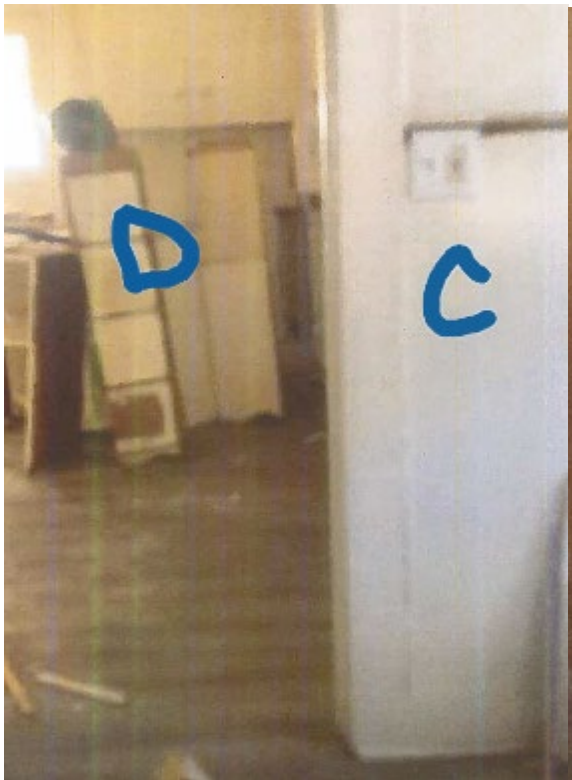
1713 LUCILE AVE, WICHITA FALLS TEXAS 76301

- A- Living Room
- B- Tiny Dining Room
- C- Tiny Kitchen (The tiny Dining Room and the tiny Kitchen were converted into one big Kitchen)
- D- Dining Room
- E- Outside Room (for plants maybe)
- F- Restroom 1
- G- Room 1
- H- Room 2
- I- Restroom Inside Room 2
- J- Restroom Inside Room 3
- K- Room 3















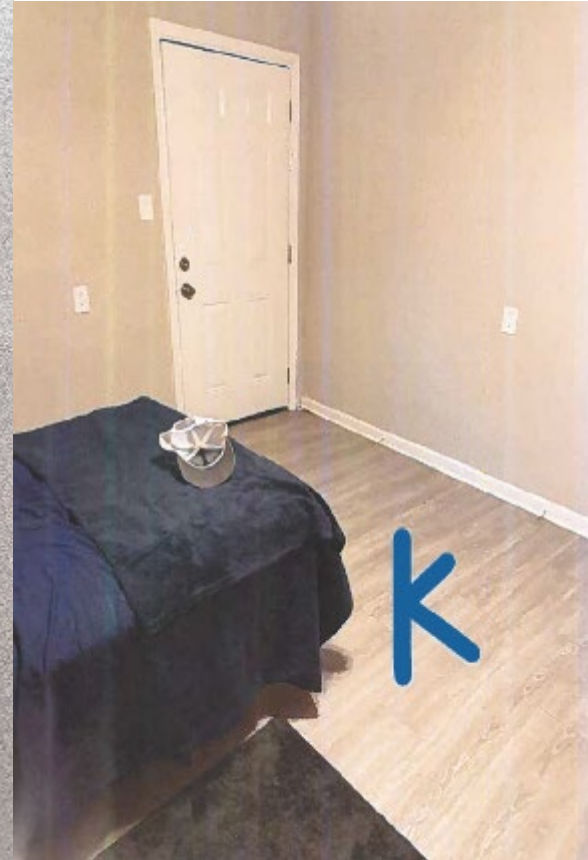
















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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance approving the transfer of various aged receivable accounts to dormant status as part of the City's fiscal year end closing process.

**INITIATING DEPT:** Finance

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**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** N/A

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**COMMENTARY:** Each year, the City removes various aged receivable accounts from the general ledger and transfers the accounts to dormant status. These delinquent receivables have been on the books for at least 90 days without activity and it has been determined that it is unlikely that they will be collected. The total net transfer to dormant status as of September 30, 2023, is in the amount of \$327,713.99. This amount is approximately \$194,335.01 more than the amount transferred to dormant status in the prior year. The breakdown of the amount transferred to uncollectible status is as follows:

Water/Sewer/Refuse/Storm Water Charges	<u>\$327,713.99</u>
	\$327,713.99

Efforts will continue to be made to collect these accounts and they will remain in our system records. However, it is recommended that these accounts receivable be moved to an uncollectible status on the general ledger to reflect a more accurate figure on the City's financial records for anticipated assets.

Water/Sewer/Refuse/Storm Water Collection Charges: These charges were for normal water/sewer/sanitation/stormwater services that were provided during the 2022-23 fiscal year. The customer accounts have been closed and the deposits were insufficient to cover the outstanding balances.

Collection efforts will continue for these debts, as debts of this nature are collected for the City through its contract with Perdue, Brandon, Fielder, Collins & Mott. In total, over \$68.7 million of revenue was collected for water/sewer/sanitation/stormwater services during the year, resulting in a very strong collection rate of over 100% of total budgeted revenues.

Staff recommends approval of the ordinance.

☒ **CFO/Interim Director of Finance**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**

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Ordinance No. \_\_\_\_\_

**Ordinance approving the transfer of various aged receivable accounts to dormant status**

WHEREAS, each year, the City Council removes from the general ledger various aged receivable accounts and transfers them to dormant status for possible collection by the Legal Department and/or outside collection agencies.

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

1. The Interim Director of Finance is hereby authorized to remove from the general ledger the charges hereinafter set out, which are now deemed un-collectible and/or obsolete:

Water/Sewer/Refuse/Storm Water Charges	<u>\$327,713.99</u>
	\$327,713.99

2. The City Attorney and/or outside Collection Agencies are authorized to evaluate the un-collectible accounts receivable and file suits and claims therein if such actions are determined to be cost-effective.

PASSED AND APPROVED this the 19<sup>th</sup> day of December 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

Acct #	Account Description	Balance 9/30/2022	Balance 9/30/2023	Increase
550	Water and Sewer	3,394,182.24	3,640,770.31	246,588.07
530	Sanitation	1,114,348.97	1,180,305.72	65,956.75
552	Stormwater	237,701.24	252,870.41	15,169.17
		<u>4,746,232.45</u>	<u>5,073,946.44</u>	<u>327,713.99</u>

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance making an appropriation to the Special Revenue Fund for Public Health Workforce Grant (PHWF) in the amount of \$700,793 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same.

**INITIATING DEPT:** Health

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**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice Effective Governance

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**COMMENTARY:** The Texas Department of State Health Services (DSHS) has provided additional funding to support staff and activities in the Public Health Workforce grant in the amount of \$700,793. The purpose of this contract is to make strategic investments to support hiring, retention, training the public health workforce, and strengthening public health systems related to the workforce. Funds originated from the Centers for Disease Control and Prevention (CDC) to DSHS, and were offered to grantees who currently have the Public Health Workforce Grant. There is no matching requirement.

Funds will be used to continue employment for 12 staff (11 FTE) through the end of the project period; those staff will transition into the Public Health Infrastructure Grant. Additional work in records retention, community outreach, and health promotions, such as diabetes prevention and education, smoking cessation, and healthy cooking classes will continue with this funding.

This increase in funding will bring the total Health Department Public Health Workforce contract with DSHS to \$2,630,121 for the entire contract term from August 19, 2021 to June 30, 2024.

Staff recommends approval of the ordinance.

☒ **Director of Health**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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Ordinance No. \_\_\_\_\_

**Ordinance making an appropriation to the Special Revenue Fund for Public Health Workforce Grant (PHWF) in the amount of \$700,793 received from the Department of State Health Services and authorizing the City Manager to execute contract accepting same**

WHEREAS, the Department of State Health Services wishes to continue their strategic investments to support hiring, retaining, supporting, and training the public health workforce; and,

WHEREAS, the approval of these funds could not have been anticipated prior to the adoption of the 2023 – 2024 budget.

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

There is hereby appropriated in the Special Revenue Fund \$700,793.00 for the Public Health Workforce Grant, and the City Manager is authorized to execute the contract accepting said grant funding from the Texas Department of State Health Services.

PASSED AND APPROVED this the 19th day of December, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance canceling the regularly scheduled City Council meeting on January 2, 2024.

**INITIATING DEPT:** Legal

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**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice effective governance

---

**COMMENTARY:** The next regularly scheduled City Council meeting falls on January 2, 2024, the day after the New Year's Day holiday, a time when several City staff and officials will be off work enjoying time with their families. The attached ordinance will cancel that meeting.

☒ **City Attorney**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **City Attorney Review**

☒ **City Manager Approval**

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Ordinance No. \_\_\_\_\_

**Ordinance canceling the regularly scheduled City Council meeting on  
January 2, 2024**

WHEREAS, the regularly scheduled City Council meeting of January 2, 2024, falls the day after the New Year's Day holiday; and,

WHEREAS, a number of City staff and officials will be off work enjoying time with their families; and,

WHEREAS, it is efficient and proper to cancel the meeting regularly scheduled for such date.

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

The regularly scheduled City Council meeting on January 2, 2024, is hereby canceled.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
M A Y O R

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Ordinance replacing Ordinance No. 52-2023 that was amended by Ordinance 55-2023, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date.

**INITIATING DEPT:** Legal

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**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice effective governance

---

**COMMENTARY:** This fee ordinance amendment has been prepared using the tracked changes function so that the City Council can see the current and proposed fees. Additionally, the City Manager is authorized to enter into airport hangar and land leases for a term of up to five years based on these new rates. These airport rates and fees are set to increase annually based on the CPI-U U.S. City Average. This amendment includes the following:

**1c. Airport**

- 1c-2 – Adds Airport Hangar Fees
- 1c-3 – Adds Land Lease Rates
- 1c-4 – Modifies Overnight Fees and includes a waiver of fee with fuel purchase
- 1c-5 – Replaces 1c-2 Incidental Fees
- 1c-6 – Adds an Annual CPI Index Increase beginning January 1, 2025

Staff recommends approval.

Document Key:

Original Text

[Proposed Changes](#)

~~Excluded Language~~

☒ **City Attorney**

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**ASSOCIATED INFORMATION:** Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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**Ordinance No. \_\_\_\_\_**

**Ordinance replacing Ordinance No. 52-2023 that was amended by Ordinance 55-2023, the fee schedule applied to City operations; providing for severability; providing that such ordinance shall not be codified; and providing an effective date**

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

WHEREAS, City Staff has studied the cost of providing the services and enforcing the regulatory schemes which are currently not being covered by the existing fees; and,

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

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

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

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

**1. Aviation, Traffic and Transportation**

**1a. Taxicabs**

**1a-1. Miscellaneous Taxicab Fees:**

- (1) Annual Franchise Fee ..... \$1,000.00
- (2) Annual Permit Fee ..... \$35.00 per taxicab
- (3) City Chauffeur's License Application Fee ..... \$40.00, and includes one chauffeur's license. Each additional copy of said chauffeur's license is \$30.00
- (4) Initial Franchise Application Fee ..... \$85.00

**1b. Street Closure and Parade**

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

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

### **1c. Airport**

1c. Airport Fees:

(1) Long-Term Parking Fee..... \$5.00 per day

~~(2) Overnight Hangar Fees at Kickapoo Airport and Regional FBO:~~

~~Single Engine..... \$25.00  
Twin Engine..... \$50.00  
Turbo Prop..... \$100.00  
Jet Turbine..... \$100.00  
Jet Turbine (XL)..... \$150.00~~

~~(3) Airport Incidental Fees~~

- ~~• Kickapoo Airport
  - ~~○ Ground Power Unit (GPU)..... \$25.00~~~~
- ~~• Regional FBO
  - ~~○ Ground Power Unit (GPU)..... \$50.00~~
  - ~~○ Lavatory Service..... \$25.00~~~~

(2) Airport Hangar Fees:

- T-Hangars/Refurbished ... \$0.19 per square foot
  - Includes Hangars 1, 2, 3, 4, 5, 6, and 73
- Hangars Built Before 2000... \$0.16 per square foot
  - Includes Hangars 16, 17, 18, 20, 21, 22, 23, 26, 27, 35, 36, 37, 39, 40, 43, 50, 51, 54, 55, 56, 57, 58, 61, 63, 64, 65, 66, 67, and 71

\*\*\*If there are roof or floor issues with a hangar, staff can lower the rate to \$0.14 per square foot until repairs are made

- Hangars Built after 2022 ... \$0.22 per square foot
  - Includes Hangars 106, 107, and 108

Community Hangars:

- Single Engine / Helicopters ... \$225.00 per month
- Multi-Engine ... \$265.00
- Larger Aircraft ... 16 cents per square foot

(3) Land Leases:

- Leases with airport electricity ... \$0.087 per square foot/month
- Leases with no airport electricity ... \$0.058 per square foot/month

(4) Overnight Fees:

- Single Engine: \$25.00 / night (waived with 25-gallon fuel purchase)
- Multi-Engine: \$50.00 / night (waived with 100-gallon fuel purchase)
- Turbo: \$100.00 / night (waived with 100-gallon fuel purchase)
- Turbo XL: \$150.00 / night (waived with 100-gallon fuel purchase)

(5) Other Fees:

- Ground Power Unit (GPU) ... \$25.00 (waived with minimum 25-gallon fuel purchase)
- Auxiliary Power Unit (APU) ... FREE
- Tie-Downs ... FREE

(6) Annual CPI Index Increase:

- All base fees and rates found in section 1c(2) and (3) Airport of this ordinance shall automatically increase annually beginning January 1, 2025, based on the preceding October CPI-U using the U.S. City Average.

**1d. Personal Mobility Devices**

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

**2. Development Services**

**2a. Building Inspections**

2a-1. Building Permits & Fees:

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

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

- Commercial storage building, per total square feet of building or addition ..... \$0.10
  - Commercial plan review, per square foot of covered area ..... \$ 0.10
  - Commercial plan review for remodel work, per value ..... \$ 0.0019
  - Commercial plan review for storage and finish outs, per square foot ..... \$ 0.04
- (2) Finish out of existing shell buildings or areas within shell buildings, per total square feet of area ..... \$ 0.08
- (3) Repair, alteration or remodel of existing residential buildings, per total square foot of work area ..... \$ 0.18
- (4) Repair, alteration or remodel of existing commercial buildings, per total valuation of work \$ 0.006
- (5) Roofing or siding, per square foot of area covered or repaired ..... \$ 0.006
- (6) Window replacement .... \$20.00
- (7) Foundation repair ..... \$30.00
- (8) Foundation only, per square foot of area of foundation ..... \$0.003
- (9) Signs, each:
- Up to and including 80 square feet of total sign face area (on-premises)..... \$10.50
  - Over 80 square feet of total sign face area (on-premises) ..... \$37.00
  - All off-premises ..... \$89.00
- (10) Demolition, which is required for any structure exceeding 150 square feet in area, per square foot of all structures at each location ..... \$0.007
- (11) Building moves, which does not include mobile or manufactured homes transported by a licensed installer ..... \$52.00
- Plus:
- Aviation, traffic and transportation department fees for moves two hours or less in duration.....\$100.00
  - Aviation, traffic and transportation department fees for moves exceeding two hours in duration will be the base rate of \$100.00, plus a charge of \$65.00 per hour or any part of an hour, per vehicle used for the time exceeding two hours.
- (12) Swimming pool..... \$21.00
- (13) Mobile or manufactured home installation outside of a mobile home park ..... \$21.00
- (14) Flammable or combustible liquid storage tank or service station pump:
- Each new tank or replacement, which includes test verification ..... \$35.00
- (15) Fire suppression system:
- Each fire suppression system ..... \$125.00
  - Repair or alteration of an existing fire suppression system ..... \$25.00
- (16) Miscellaneous:
- Demolition cleanup deposit, refundable to the permittee following final inspection approval, per square foot of all structures at each location..... \$0.05



- Reinspection permit
- First occurrence..... \$45.00
- Second occurrence..... \$55.00
- Each reinspection thereafter..... \$65.00
- General inspection.... \$50.00
- Equipment or structures not listed in this section..... \$50.00
- A permit fee may be refunded to the payee upon approval of the building and code administrator.
- Building, electrical, plumbing, or mechanical permits issued to premises located outside of the city limits shall include an additional inspection service charge of \$50.00.
- Weekend or after hours inspections \$75.00 to include the first hour, \$75.00 for each additional hour

#### 2a-2. Electrical Permits & Fees:

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

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

### 2a-3. Plumbing Permits:

A minimum fee of \$75.00 shall be charged for issuing any class of permit required by the city plumbing code excluding Backflow Device Annual Inspections, which will be charged only the amount listed below. In addition to the minimum fee there shall be charged the following inspection fees:

- (1) New building or addition or complete re-plumb of existing building:
  - Single-family, multifamily or duplex use not exceeding three stories, which includes an attached or detached residential garage, storage or outbuilding per square foot of building or addition \$0.019
  - Commercial use, which includes all other occupancies not listed in this section, per square foot of building or addition \$0.012
  - Commercial storage, warehouse or parking garage which does not apply to accessory office areas, per square foot of building or addition..... \$0.008
- (2) Alteration, repair or replacement of plumbing service:
  - Existing single-family, duplex, or multifamily residences tenant or premises, for each..... \$5.25
  - Alteration, repair, addition to or replacement of plumbing installations or fixtures on commercial structures, for each ..... \$15.75
- (3) General inspection .....\$5.25
- (4) Lawn sprinkler system, which includes backflow preventer..... \$32.00
- (5) Excavation .....\$15.75
- (6) Temporary gas..... \$5.25
- (7) Reinspection:
  - First occurrence..... \$45.00
  - Second occurrence .....\$55.00
  - Each reinspection thereafter.....\$65.00
- (8) Backflow Device – Annual Inspection ..... \$30.00
- (9) Other equipment or appliances not listed in this section, each.....\$5.25

### 2a-4. Mechanical Permits:

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

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

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

## 2b. Code Enforcement

### 2b-1. Miscellaneous Fees:

- (1) Fee to Abate Junk Vehicle .....no more than \$150.00
- (2) Public Right-of-Way Sign Removal .....\$25.00 plus \$1.00 per day for storage
- (3) Vacant Structure Registry (Annual)...\$150.00
- (4) Vacant Structure Inspection Fee (Annual)...\$100.00

### 2b-2. Donation Boxes:

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

## 2c. Planning

### 2c-1. Platting:

- (1) **Preliminary Plats:**  
Fees for preliminary platting shall be as follows:
- Up to five acres ....\$ 170.00
  - More than five acres ....\$ 170.00
  - Plus, additional per acre fee or thereof up to \$500.00 maximum....\$10.00
- (2) **Final, Notification and Minor Plats:**  
(a) Fees for final platting and courthouse filing shall be as follows:

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

Plat Type	Wichita County
Final Plat:	
Up to five acres	\$ 280.00
More than five acres	\$ 280.00
<i>Plus, additional per acre fee or fraction thereof up to \$500.00 maximum</i>	\$ 10.00

Notification Plat, in addition to final plat fee	\$ 75.00
Plat Vacation	\$200.00
Minor Plat	\$ 280.00

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

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

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

2c-2. Miscellaneous Development Fees:

- (1) Variance, Board of Adjustment, Airport Board of Adjustment.... \$200.00
- (2) Right-of-way and easement encroachment release ..... \$100.00
- (3) Street, alley, or easement closure, abandonment, vacation..... \$200.00
- (4) Street name change..... \$500.00
- (5) Annexation ..... \$500.00
- (6) Certification letters for zoning, floodplain or building encroachment  
Basic fee.....\$25.00  
Intensive review fee.....\$50.00
- (7) Zoning fees:
- Site plan review:
    - Application. This fee shall not apply to site plans

- accompanying a conditional use application..... \$75.00
    - Appeal .....\$50.00
  - Conditional use permit:
    - Application ..... \$ 170.00
    - Application for carport..... \$ 170.00
    - Conditional use for communications tower ... \$250.00
    - Appeal .....\$100.00
  - Administrative appeals .....\$200.00
  - Zoning amendments (rezoning)..... \$ 450.00
    - Up to five acres..... \$ 450.00
    - More than five acres ..... \$ 450.00
      - Plus, per acre or fraction thereof..... \$10.00
    - Rezoning to PUD..... \$ 560.00
      - Plus, per acre or fraction thereof..... \$10.00
- (8) Credit Card/Online Transaction Fee... no more than 4% of the transaction amount

### **3. City Clerk**

#### **3a. Miscellaneous City Clerk Fees:**

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

### **4. Finance**

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

#### **4a-1. Credit Card Service Fees:**

- (1) For payments made via IVR, the City's website, or Kiosk: .... No more than \$3.75 per \$125.00 charge
- (2) For payments made in person at the Utility Collections' counter: .... No more than \$3.75 per \$125.00 charge

#### **4a-2. ACH Participation:**

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

## **5. Fire**

### **5a-1. Miscellaneous Fire Department Fees:**

- (1) The following fees shall be assessed and collected for the use or presence of equipment and supplies in fire department responses to open burning permit supervision, vehicle fires and accidents, hazardous material spills and releases, and low water crossing rescues and rescue attempts:
  - For each response to an incident scene involving at least one fire apparatus (engine, truck, rescue/Hazmat, manpower squad, command vehicle, mini-pumper): \$450.00 per day, with a one-day minimum;
  - The actual cost of any consumable used or partly used for the mitigation of any hazardous materials spill or release; and
  - The actual cost of repairing or replacing any nonconsumable item damaged during attempts to mitigate an incident covered under this section.
  - If a vehicle that is the subject of a response is covered by an automobile insurance policy, the occupants of said vehicle will not be billed in accordance with this section for the response, and the responsible vehicle's insurance company will instead be billed for that response.
- (2) Pyrotechnic display permit .....\$100.00; plus \$50.00 per hour for standby fire crew with 2-hour minimum
- (3) Bonfire Standby ... \$50.00 per hour with 2-hour minimum
- (4) Other fire department permits .....\$50.00 (includes any other permit designated by the International Fire Code)
- (5) Extended on-scene time to mitigate gas line breaks and downed power lines.
  - a. For each response to a hazardous condition involving gas line breaks and downed power lines involving at least one fire apparatus (engine, truck, rescue, squad, command vehicle), a one-time fee of \$450.00 will be assessed if the responsible utility company is not on-scene and prepared to release the fire department within 45 minutes of being notified by dispatch.
- (6) Event Standby....\$50 per hour for each Firefighter with 2-hour min. and \$35 per hour per UTV/Event Cart

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

- (1) State-Licensed Healthcare Facility ... \$5.00 per bed, per year (Hospitals, Nursing and Assisted Living Facilities, Rehab Hospitals)
- (2) Education Campuses (Private and Public) ... \$35.00 per campus, per year (Elementary, Middle, High Schools, Technical/Career Centers)

- (3) Apartment Complexes ... \$35.00 per building, plus \$20.00 per floor, per year  
(Residential Apartments [Single and Multi-Story])
- (4) Hotel/Motel ... \$75.00 per floor, per year
- (5) Hazardous Material Occupancy ... \$150.00 per year
- (6) Mercantile Occupancy over 40,000 sq ft...\$150.00 per year
- (7) Foster Care Inspection...Initial inspection is free but \$30 for each subsequent inspection
- (8) Outside of city limits inspections ... \$45.00 per hour with 1-hour minimum including follow up inspections.
- (9) Compliance Failure Penalty ... \$25.00 after second failed inspection; \$50.00 after third failed inspection; \$100 after fourth failed inspection.

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

- (1) Fire Sprinkler Systems
  - a. New fire sprinkler systems ... \$125.00 plus \$25.00 per 5,000 square foot to a maximum of \$500.00
  - b. Alterations/Repairs ... \$40.00 for up to 50 heads; \$80.00 for 51-100 heads; \$125 for 100+ heads
  - c. Subsequent inspections ... \$50.00
- (2) Fire Alarm Systems
  - a. New fire alarm system ... \$75.00 plus \$25.00 per 5,000 square foot to a maximum of \$450
  - b. Alterations/Repairs ... \$40.00 per alarm panel/dialer/communicator swap; \$40.00 for up to 25 devices; \$80.00 for 26-40 devices; New Alarm System rate for 41+ devices
  - c. Subsequent inspections ... \$50.00
- (3) Alarm Service Fees:
  - a. If the location has more than three but fewer than six false alarms in the preceding 12-month period .....\$50.00
  - b. If the location has more than five but fewer than eight false alarms in the preceding 12-month period .....\$75.00
  - c. If the location had eight or more false alarms in the preceding 12-month period .....\$100.00
- (4) Failed Final Inspection Fee
  - Assessed when contractor calls for a final inspection on sprinkler system or detection system and fails to correct identified errors/violations
    - a. Initial final inspection with identified errors/violations ..... \$0.00
    - b. First follow-up inspection with identified errors/violations ..... \$0.00
    - c. Second follow-up inspection with outstanding errors/violations ..... \$50.00
    - d. Subsequent follow-up inspections with outstanding errors/violations ..... \$100.00

5a-4. Credit Card/Online Transaction Fee:

- Additional 3% of transaction amount up to \$3.25 per transaction

#### 5a-5. Training and Drill Field Use

- (1) Drill Tower with Burn Rooms ... \$250.00 per ½ day (4 hours)
- (2) Drill Tower ONLY ... \$100.00 per ½ day (4 hours)
- (3) Safety Officer ... \$57.00 per hour (2 hour minimum)
- (4) Instructor:
  - a. Captain ... \$57.00 per hour (2 hour minimum)
  - b. Lieutenant ... \$54.00 per hour (2 hour minimum)
  - c. Fire Equipment Operator ... \$49.00 per hour (2 hour minimum)
  - d. Firefighter ... \$47.00 per hour (2 hour minimum)
- (5) Propane ... charged at market rate and actual usage
- (6) Flashover Simulator ... \$150.00 per ½ day (4 hours). User may supply their own MDF and OSB or the WFFD will supply the materials at cost + 15%
- (7) Rescue Tools ... \$50.00 per ½ day (4 hours), plus repair costs incurred due to misuse
- (8) Administer State Skills Testing ... \$75.00 per student
- (9) Texas Commission on Fire Protection Courses ... 75% of Tarrant County Community College cost

### **6. Health**

#### **6a. Animal Services**

##### (1) Licenses:

- Spayed or neutered Animal:
  - One-year: \$10.00
  - Two-year: \$15.00
  - Three-year: \$21.00
- Animal that is not spayed or neutered:
  - One-year: \$31.00
  - Two-year: \$62.00
  - Three-year: \$93.00
- Dangerous Animal
  - One-year: \$412.00
- Duplicate city tag: \$7.00

##### (2) Annual permits:

- Commercial:
  - Fowl, Rabbit, Guinea Pig, Ferret: \$155.00
  - Grooming Shop: \$155.00
  - Kennel: \$129.00
  - Performing Animal, Petting Zoo, Circus: \$155.00
  - Pet Store: \$155.00
  - Private Animal Shelter: \$155.00
  - Stable, Riding School: \$155.00
  - Permit Reapplication Fee: \$52.00
  - Permit Reinspection Fee: \$26.00



- Residential:
  - Fowl: \$31.00
  - Livestock: \$77.00
  - Livestock with identification: \$57.00
  - Pet Fancier: \$52.00
  - Project Animal: \$21.00
  - Rabbit: \$26.00
  - Swine: \$46.00
  - Permit Reapplication Fee: \$26.00
  - Permit Reinspection Fee: \$26.00

(3) Special permits:

- Feral Cat Colony: \$10.00
- Litter: \$103.00 per litter
- Sellers: \$258.00 per litter
- Stud: \$103.00 per breeding

(4) Impound fees:

- Spayed or neutered Animal.
  - 1st impound: \$46.00
  - 2nd impound in any 36-month period: \$82.00
  - 3rd impound in any 36-month period: \$108.00
  - 4th impound in any 36-month period: \$134.00 + \$26.00 for each additional impound
- Animal that is not spayed or neutered.
  - 1st impound: \$52.00
  - 2nd impound in any 36-month period: \$93.00 ASC will transport to veterinarian for spay/neuter
- Small Animal (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.) impound: \$10.00
- Small livestock.
  - Impound Fee: \$67.00
- Large livestock.
  - Impound Fee: \$129.00

(5) Daily boarding fees:

- Small Animal (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.): \$5.00
- Animal: \$10.00
- Small livestock: \$21.00
- Large livestock: \$26.00

(6) Quarantine fees:

Quarantine Vaccinations ..... \$21.00

- Ten-day quarantine fee (to be paid at beginning of quarantine):
  - (a) Initial quarantine ..... \$175.00
  - (b) 2nd quarantine of same animal ..... \$227.00
  - (c) 3rd quarantine of same animal ..... \$330.00
  - (d) 4<sup>th</sup> quarantine of same animal ..... \$433.00

- (e) Any subsequent quarantine: \$433.00 + \$103.00 for each additional quarantine.
  - Daily boarding fee after 10-day quarantine: \$26.00 per day
  - Rabies testing in lieu of quarantine: \$52.00
- (7) Animal surrender fee payable by owner:
  - Single animal: \$31.00
  - Litter less than 4 months old – three or less (Mom charged as single animal): \$41.00
  - Litter less than 4 months old – four or more (Mom charged as single animal): \$62.00
  - Animal Pickup Fee: \$15.00 (in addition to surrender fee)
- (8) Deceased animal removal fee:
  - Animal weighing 50 lbs or less: \$21.00
  - Animal weighing greater than 50 lbs: \$31.00
- (9) Trapping:
  - Small trap deposit: \$62.00
  - Large trap deposit: \$160.00
  - Trapping and animal removal fee: \$36.00 for 5 days, and \$10.00 for every day thereafter.
  - Animal removal fee – private trap:
    - Animal weighing 50 lbs. or less: \$21.00
    - Animal weighing 50 lbs. or more: \$31.00
- (10) Adoption fees:
  - Dog Adoption Fee: \$40.00
  - Cat Adoption Fee: \$40.00
  - Transport Fee to Veterinarian out of City limits: \$26.00
  - Small Animal: (birds, rabbits, guinea pigs, snakes, hamsters, fish, etc.) ..... \$10.00
  - Fowl: .... \$3.00
  - Small Livestock: (goats, sheep, pigs): .... \$41.00
  - Large Livestock (Horses, donkeys and cows): ..... \$77.00
- (11) Miscellaneous fees:
  - Microchipping: \$10.00
  - Rabies voucher: \$12.00
  - Late Fee Permit: \$26.00
  - Late Fee License: \$10.00
  - The health district is hereby authorized to pass along the cost of any veterinary services incurred for the care of an animal to that animal's owner, possessor, or harbinger.
- (12) WCSO Basic Call for Service Fees
  - Required Trip Fee (Per Call for Service): \$40.00
  - Animal Pick Up Fee per animal: \$10.00

## 6b. Environmental

#### 6b-1. Food Establishment Permit and Certification Fees:

There shall be charged the following fees for permits, certifications, and inspections by the Wichita Falls/Wichita County Local Public Health District under chapter 26, article IV, Food and food vendors and establishments:

##### (1) Permits:

- Process 1 (low to moderate risk): \$206.00
- Process 2 (high risk): \$232.00
- Process 3 (very high risk): \$309.00
- Temporary events: \$31.00 for non-profit event; \$52.00 for for-profit event
- An additional permitting fee of \$129.00 will be charged to a food establishment for each of the following activities at the establishment:
  - Meat market
  - Catering
  - Bakery
  - Snack bar
  - Fish market
  - Commissary
  - Produce
- Seasonal Permits: \$180.00
- Non-profit organizations which are exempt from federal tax liability under 26 U.S.C. 501(c)(3) are exempt from permit fees, unless consideration is charged for the food served.

##### (2) Certifications:

- Frozen dessert establishment certification: \$155.00
- Frozen dessert operator certification: \$21.00 for each employee valid for two years.
- Non-profit organizations which are exempt from federal tax liability under 26 U.S.C. 501(c)(3) are exempt from certification fees, unless consideration is charged for the food served.

##### (3) Food handler's training certificate:

- Food handler training certificate: \$21.00
- Replacement food handler's training certificates (lost card): \$5.00

##### (4) Re-inspection fees:

- Each inspection: \$77.00
- Soft-serve sample fee: \$26.00

##### (5) Plan review fees:

- New construction: \$155.00
- Extensive remodel that requires construction: \$103.00
- Concept change that requires change of equipment: \$103.00
- Each requested site visit: \$52.00

#### 6b-2. Fees for Ambulance Franchises and Permits:

There shall be charged the following fees for ambulance franchise applications, franchises, and annual permits issued by the City of Wichita Falls under Chapter 42, Emergency services:

- (1) Initial franchise application fee: \$515.00
- (2) Annual franchise fee: \$103.00
- (3) Annual permit fee per ambulance: \$103.00

6b-3. Body Art Fees:

- (1) Annual body art establishment permit fee: \$618.00
- (2) Initial annual body art operator license fee: \$515.00
- (3) Renewal annual body art operator license fee: \$103.00
- (4) Initial testing fee: \$103.00, which covers two attempts to pass the examination, and which amount will be credited toward the initial annual body art operator license fee.
- (5) Additional attempts to pass the examination: \$52.00, which will not be credited toward any license or permit fees.
- (6) Apprenticeship fee: \$103.00
- (7) Temporary tattoo artist fee: \$52.00
- (8) Temporary event permit: \$258.00

6b-4. Miscellaneous Fees:

- (1) Foster home inspection fee: \$52.00
- (2) Day care inspection fee: \$103.00
- (3) Swimming pool permits: \$206.00 per pool per year.
- (4) Manager of public and semi-public water-related activity operation: \$52.00 per manager per year.  
Re-inspection fees: ... \$26.00 for each failed water sample
- (5) Late charge for renewal of expired division 1 permits: \$26.00 for every month expired.

6b-5. Lodging Permit Fee Schedule:

1-10 Rooms:	\$103.00
11-25 Rooms:	\$129.00
26-50 Rooms:	\$155.00
51-75 Rooms:	\$206.00
76-100 Rooms:	\$232.00
101-150 Rooms:	\$258.00
151-200 Rooms:	\$309.00
201+ Rooms:	\$361.00

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

- (1) Vacuum truck permit fee (per truck): \$155.00
- (2) Grease trap permit fee: \$77.00
- (3) Late fees:
  - Grease trap permit: \$26.00 for every month expired
  - Vacuum truck permit: \$26.00 for every month expired

- Industrial wastewater permit: Five percent of permit fee
- (4) The rates in this section are for a permit issued for a period of one year. The control authority may prorate the amounts for permits with shorter durations, or, for initial permits only, may increase the amounts by the appropriate factor for a slightly longer period.

#### 6b-7. On-Site Sewage Facilities (OSSF) Fees

OSSF fees are collected for inspections of new installations or inspections of existing OSSF systems in those areas that the Wichita Falls-Wichita County Public Health District has the Designated Representative authority.

- (1) New Installation-Conventional System: \$258.00
- (2) New Installation-Proprietary System with ongoing maintenance: \$283.00
- (3) Property Transfer/Existing System Inspection: \$155.00
- (4) Additional Site Visits: \$103.00

Note: Fees cover up to two site visits. Extra fee for additional trip.

### **6c. Laboratory**

#### 6c-1. Miscellaneous Laboratory Fees:

- (1) Water testing fees:
  - Total Coliform Water Testing: \$17.00
  - Fecal Coliform Water Testing: \$21.00
- (2) Fees for clinic and medically related services may be set by the city manager.

### **7. Library**

#### 7a. Miscellaneous Library Fees:

The following fines and fees for the public library are established:

- (1) Overdue and/or lost materials. Patrons shall be assessed a fine of \$0.15 per workday per item for all overdue materials until the item is returned or the replacement cost is reached. However, a five-day grace period is provided, whereby no fine is charged on items if they are returned within five workdays of the due date. If an item is lost, the patron shall be required to pay a set fee based on the replacement cost of the item and the approximate processing costs involved in accessioning the replacement item.
- (2) Damaged materials. Damaged materials shall be inspected by the library staff, and the charges shall be assessed based upon the degree of damage.
- (3) Lost library cards. A new library card shall be issued as replacement for a lost library card for a charge of \$1.00 for adults and children.

- (4) Photocopying. Patrons may make photocopies or microfilm or microfiche copies or computer printouts for a charge to be determined by option shown on copying machine.
- (5) Nonresident library cards. When new library cards are issued, a fee of \$25.00 shall be assessed to all individuals who reside outside the city limits. This fee shall not apply to non-resident property owners and their immediate family members (i.e., spouse and children who reside at the same residence) who can substantiate payment of current ad valorem taxes to the city. Library cards are valid for one year from the date of issuance.

## **8. Municipal Court of Record**

### **8a. Miscellaneous Court Fees:**

- (1) Child Safety Fund Fee .....\$5.00  
*State law reference— Fee for child safety authorized, Vernon's Ann. C.C.P. art. 102.014.*
- (2) Credit Card Transaction Fee.....\$2.50 per transaction

## **9. Parks and Recreation**

### **9a. Athletic Complex Fees:**

- (1) Tournament Deposit Fees:
  - Tournament Reservation Security Deposit .....\$100.00
  - Cleanup, Damage, and Loss Deposit .....\$200.00
  - Tournament Waiting List Deposit .....\$100.00
- (2) Facilities Fees:
  - Scorekeeper's Booths/Meeting Room Rental .....\$50.00 per day plus 100.00 damage deposit
  - Field Rental: per field per day
    - Grass: \$75.00
    - Turf: \$200.00
  - Light Use Fee: per hour per field ..... \$30.00
- (3) Practice Fees:
  - Light Use Fee: per 1.5 hours per field ..... \$30.00
- (4) In addition to the above fees, certain percentage-based fees may apply as outlined in relevant portions of the City of Wichita Falls Code of Ordinances.

### **9b. Athletic & Recreation Fees:**

- (1) Athletic Fees:
  - Spring Softball ..... \$300.00
  - Fall Softball ..... \$300.00
  - Kickball ..... \$300.00
  - Flag Football ..... \$225.00

- Volleyball ..... \$200.00
- Basketball ..... \$350.00
- Registration Late Fee ..... \$25.00
- (2) Summer Day Camp Fees: .... \$100.00 per 2-week session
  - Transfer Fee .... \$15.00
  - Late Registration .... \$15.00
- (3) Swimming Pool Fees:
  - Admission Fee ..... \$2.00 under 18 or \$3.00 18 & over
  - Swim Lesson Fee ..... \$40.00 per 2 week session
  - Swimming Pool Rental .... \$200.00 per two hours
- (4) Tennis Fees:
  - At all times .... \$3.00 per 1.5 hours per person
  - Tournament Fee .... \$5.00 per person
  - Annual Permit Fees:
    - Individual ..... \$120.00
    - Family ..... \$300.00
- (5) Summer Track Program: June 6-July 9 ... \$50.00

9c. Cemetery Fees:

- (1) Riverside Cemetery:
  - Single Space ....\$1,600.00
  - Two Space Lot ....\$3,200.00
  - Baby Space ....\$750.00
- (2) Rosemont and Lakeview:
  - Single Space ....\$1,300.00
  - Two Space Lot ....\$2,600.0
  - Baby Space ....\$550.00
- (3) Opening /Closing Adult Grave - Includes 1 tent set-up .....\$813.00
- (4) Opening/Closing Infant Grave .....\$375.00
- (5) Cremation including tent....\$438.00
- (6) Adult Disinterment .....\$1,300.00
- (7) Infant Disinterment .....\$550.00
- (8) Lot Maintenance - Steel or Concrete Container .....\$125.00
- (9) Lot Maintenance – Wood .....\$188.00
- (10) Lot Maintenance - No Container.....\$250.00
- (11) Overtime Monday - Friday Arrival to cemetery after 3:00 p.m.....\$281.00
- (12) Overtime Monday - Friday After 3:00 p.m. ....\$281.00
- (13) Overtime Saturday .....\$625.00
- (14) Additional Tent Set-up .....\$94.00
- (15) Cemetery Transfers.....\$25.00 per burial site

9d. Mobile Stage Fees:

- (1) Reservation Deposit ..... \$100.00
- (2) Stage Rental Fee ..... \$600.00 per day
- (3) Cleanup & Damage Deposit ..... \$1000.00
- (4) Call Back Fee ..... \$50.00 per occasion

- (5) Sound System ..... \$100.00 per day

**9e. Miscellaneous Parks Fees:**

- (1) RV Park Usage Fee .....\$17.00 per day per site
- (2) 50 Plus Zone Membership Fee .....\$30.00 per year
- (3) Log Cabin Rental Fees:
  - Cleanup & Key Deposit .....\$115.00
  - Rental Fee (4 Hour Block) .....\$60.00
  - Rental Fee (5 Hour Block) .....\$70.00
  - After-hours key pickup .... \$30.00
- (4) Kemp Sunnyside Center
  - Cleanup & Key Deposit .... \$115.00
  - Rental Fee (Up to 5 Hours) .... \$50.00/(6 Hours+)\$100.00
  - After-Hours Key Pickup .... \$30.00
- (5) East Lynwood Center
  - Cleanup & Key Deposit .... \$115.00
  - Rental Fee (Up to 5 Hours) .... \$50.00/(6 Hours+)\$100.00
  - After-Hours Key Pickup .... \$30.00
- (6) Recreation Center Meeting Room Rentals:
  - Large Room Rental Fee (4,500 sq. ft.) .....\$60.00 per four hours plus \$50.00 deposit
  - Small Room Rental Fee (1,050 Sq. ft.) .....\$40.00 per four hours plus \$50.00 deposit
- (7) Park Shelter Rental ... \$15.00 per four hours

**10. Police**

**10a. Accident Investigation Reports:**

- (1) Accident Investigation Reports Fee .... higher of \$6.00 or maximum allowed statutory fee
- (2) Certification Fee .....\$2.00

**10b. Alarm Permits:**

- (1) Issuance Fee .....\$25.00
- (2) Permit Renewal Fee .....\$15.00
- (3) Late Permit Renewal Fee ...\$25.00
- (4) Alarm Service Fees:
  - \$50.00, if the location has more than three but fewer than six false alarms in the preceding 12-month period.
  - \$75.00, if the location has more than five but fewer than eight false alarms in the preceding 12-month period.
  - \$100.00, if the location had eight or more false alarms in the preceding 12-month period.
- (5) Credit Card/Online Transaction Fee:
  - \$2.95 per transaction



**10c. Towing and Rotation Contracts:**

- (1) New or Renewal Permit .....\$15.00
- (2) New or Renewal Rotation Contract .....\$200.00
- (3) Public Safety Fee on Police Tows ... \$25.00
- (4) Light Duty Towing (towing a vehicle with a gross vehicle weight of 10,000 pounds or less)
  - 1<sup>st</sup> Tow Truck .... \$150.00 per hour
  - 2<sup>nd</sup> Tow Truck ... \$150.00 per hour
- (5) Medium Duty Towing (towing a vehicle with a gross vehicle weight over 10,000 pounds but less than 25,000 pounds)
  - 1<sup>st</sup> Tow Truck .... \$187.50 per hour
  - 2<sup>nd</sup> Tow Truck ... \$187.50 per hour
- (6) Heavy Duty Towing (towing a vehicle with a gross vehicle weight of over 25,000 pounds)
  - 1<sup>st</sup> Tow Truck .... \$375.00 per hour
  - 2<sup>nd</sup> Tow Truck ... \$375.00 per hour

The above hourly towing fees include any work performed during the first hour. Time posted after the first hour will be billed in increments of 15 minutes.

- (7) Hourly rates for private property non-consent tows
  - Light duty: Not more than \$112.50
  - Medium duty: Not more than \$150.00
  - Heavy duty: Not more than \$256.25

**10d. Miscellaneous Police Fees:**

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

**11. Public Works**

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

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

- (1) Excavation .... \$53.75
- (2) Drive Approach .... \$10.00Each Additional Approach ..... \$5.00
  - Drive Approach with Sidewalk and/or curb ... \$0.15 per linear foot of sidewalk and/or curb
- (3) Sidewalk and/or Curb Work only .... \$10.00 plus \$0.15 per linear foot of sidewalk or curb
- (4) Median Cut Permit Application Fee .... \$5.00

- (5) Network Nodes
  - Single Node Permit Fee .... \$250
  - \$500 for up to 5 Network Nodes and \$100 for each additional Network Node
  - Annual Network Node rental rate .... \$250 per Network Node
- (6) Node Support Poles .... \$1,000 for each pole
  - City Owned Service Pole .... \$20 per node.
- (7) Transfer Facility .... \$500 for up to 5 Network Nodes for connectivity purposes, \$100 per Network Node for each additional node thereafter.
  - Monthly Transfer Facility rental rate .... \$28 per network node site.
- (8) Reinspection Fee (if required) .... \$10.00

### **11b. Sanitation, Sewage, & Stormwater**

#### 11b-1. Abnormal Sewage Surcharges:

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

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

- (1) Municipal/industrial solid waste hauled to landfill, per ton .....\$30.80
- (2) Municipal/industrial solid waste hauled to transfer station, per ton ..... \$55.00
- (3) Tires hauled to the transfer station, per ton ....\$200.00
- (4) Source-separated compostable organics hauled to the landfill, per ton .....\$19.80
- (5) Credit Card Transaction Fee .... \$3.25 per transaction
- (6) Only exclusive franchise holders shall be allowed to obtain a waste disposal agreement by written contract with the city manager. The city manager shall negotiate a minimum monthly amount of 100 tons and a rate profitable to the city after considering current market conditions and the city's disposal costs.
- (7) Commercial haulers will be assessed the appropriate user fee for the use of the landfill or transfer station. All governmental entities, excluding the city, shall be charged the commercial rate.
- (8) Any hauler who delivers solid waste material to the landfill or transfer station shall be charged a loose materials fee of \$25.00 unless the following conditions are met:
  - Waste material is completely covered with a tarp, cargo net, wire screen or other covering adequate to prevent the trash or other refuse from escaping therefrom, and said covering shall be securely tied to the bed of the vehicle or trailer, or

- Large waste material items must be securely tied to the bed of the vehicle or trailer with ropes or straps adequate to prevent the large items from escaping therefrom, or
  - Brush or tree limbs must be securely tied to the bed of the vehicle or trailer with ropes or straps of adequate strength and number, or covered completely with a tarp, cargo net, wire screen or other covering adequate to prevent the trash or other refuse from escaping therefrom, or
  - The waste material is completely enclosed by the load-carrying compartment of the vehicle.
- (9) The purchase price for compost shall be \$12.50 per cubic yard with a three-yard minimum.

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

- (1) Single-family unit:
  - Alley collection ..... \$26.11 per month
  - Curbside automated collection ..... \$17.47 per month
- (2) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than ten feet but less than 50 feet from the curb ..... \$44.16 per month
- (3) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than 50 feet but less than 100 feet from the curb ..... \$54.12 per month
- (4) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out the municipal solid waste more than 100 feet from the curb ..... \$64.16 per month
- (5) Multifamily units on one meter, excluding apartment complexes and mobile home parks, per unit:
  - Alley collection ..... \$26.11 per month
  - Curbside automated collection ..... \$17.47 per month
- (6) Multifamily units on separate meter, excluding apartment complexes and mobile home parks, per unit:
  - Alley collection ..... \$26.11 per month
  - Curbside automated collection ..... \$17.47 per month
- (7) Apartment houses and complexes, which receive curbside automated collection, all residential units therein, each unit ..... \$17.47 per month
- (8) Mobile home parks, which receive curbside automated collection, all occupied mobile home spaces therein, each space ..... \$17.47 per month
- (9) Commercial and business establishments, which receive curbside automated collection ..... \$40.11 per month.
- (10) Commercial and business establishments, apartment complexes and mobile home parks and the city housing authority which receive sanitation container system service for the removal of municipal solid waste shall be regulated under the rates and rules as provided in this subsection, as routes for such service are established by the city. Under the sanitation container system service, the city will furnish a container to be used in the

collection and removal of municipal solid waste. The monthly charges will be determined from the following schedule; these charges are based on the container size and number of collections per week, with twice per week service being the minimum allowable service:

Container Size (cubic yard)	Pickups Per Week	Monthly Charge Per Container
3	2	\$120.39
3	3	\$180.45
3	4	\$240.62
3	5	\$301.18
3	6	\$360.90
4	2	\$136.35
4	3	\$204.55
4	4	\$272.70
4	5	\$340.90
4	6	\$409.77
6	2	\$240.79
6	3	\$360.96
6	4	\$481.24
6	5	\$602.30
6	6	\$721.69
8	2	\$260.62
8	3	\$390.96
8	4	\$521.23
8	5	\$651.64
8	6	\$781.86

Any customer who pays the rate set forth in this subsection for containers and has been furnished the containers may upon request be furnished additional containers. The rate increase is to be determined by the schedule in this subsection. A charge of \$50.17 per container will be made for each change in size or number of containers serving a site when such change is requested by the customer. When containers can serve several adjacent business institutions, they will be required to use the same container and pay a pro rata part of the charge. The minimum charge per business will be \$40.11. When multiple businesses are served by one meter, each business will be charged the minimum fee. Additional pickups will be made at \$66.85 per container. Nothing outside the container will be removed for the container fee.

- (11) Commercial Dumpster Lock, per month....\$5.00
- (12) Service rendered outside the corporate limits shall be 200 percent of the rates set out in this section.
- (13) Automated curbside service rates will be calculated on the same basis as subsections (1) through (9) of this section. Additional automated curbside service may be added to any account for a rate, for each additional container, that is 50 percent of the established rate.
- (14) Replacement deposit on curbside container if abuse or neglect is determined shall be \$65.00 per container.
- (15) The charges for ten cubic yard roll-off service are as follows:
  - Delivery set fee ..... \$85.00
  - Pull / Reset Fee .... \$45.00
  - Per day rental ..... \$6.00
  - Landfill charge for refuse, per ton ..... \$30.80
  - Landfill charge for compostable organic material, per ton ..... \$19.80
- (16) Payload Service:
  - Initial trip charge .... \$32.00
  - Plus loading fee .... \$3.00 per minute
- (17) Automated Curbside Organic Reuse:
  - Residential 96-gallon cart ... \$3.18 per month
    - Residential customers must maintain the organic reuse service for a minimum of six months or be charged a pick up fee of \$12.50.
    - In order to participate in the twice-per-year compost give-away, residential customers must participate in the organics reuse program for 45 days prior to a scheduled give-away.
  - Commercial 96-gallon cart ... \$7.42 per month
    - Commercial customers are not allowed to participate in the compost give-away program.
- (18) Commercial Dumpster Organic Reuse:

Container Size (cubic yard)	Pickups Per Week	Monthly Charge Per Container
3	1	\$54.07
4	1	\$61.24
6	1	\$108.15
8	1	\$117.08

- (19) Franchise Hauler
  - Franchise Fee.....\$250 per year
  - Franchise Vehicle Fee.....\$500 per vehicle per year
- (20) Commercial Service Site Permit
  - Compacter Unit.....\$25 per month
  - Roll-Off Container (minimum 10 yd up to 50 yd).....\$10 per month

11b-4. Sewer Service Rates:

- (1) Retail User Monthly Minimum ..... \$8.30 per full billing cycle
- (2) Monthly Sewer Usage Rate(Non-Residential)..... \$1.93 for each 100 cubic feet of water
- (3) Monthly Sewer Usage Rate (Residential) .....based upon the average winter months' water usage

11b-5. Water Connection Application Deposits:

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

11b-6. Water Usage Rates:

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

Meter Size (inches)	Minimum Bill
3/4	\$19.75
1	\$40.00
1½	\$73.75
2	\$114.24
3	\$208.78
4	\$343.80
6	\$681.35
8	\$1,207.94
10	\$1,883.18

- (2) For consumption, the rates per 100 cubic feet for single-family units and multi-family units up to four units shall be at an inclining block rate as follows:
  - First 200 cubic feet of water at \$4.01 per hundred.
  - Next 800 cubic feet of water at \$4.20 per hundred.
  - Next 1,000 cubic feet of water at \$4.40 per hundred.
  - Next 2,000 cubic feet of water at \$4.81 per hundred.



- Next 2,000 cubic feet of water at \$5.08 per hundred.
  - Next 6,000 cubic feet and above of water at \$5.39 per hundred.
  - Specific use meters installed for lawn sprinklers, swimming pools, and other nondomestic uses will also be billed at the inclining block rate described above.
- (3) For Reilly Road Water Fill Station customers, the rates shall be:
- City residents ..... \$7.42 per thousand gallons of water.
  - Non-city residents ..... \$14.84 per thousand gallons of water.
  - Non-resident service fee ..... \$27.56 per month.
- (4) For multi-family units having 5 or more units, and all other non-residential use meters, the rate shall be a flat rate of \$4.30 per hundred cubic feet.
- (5) During the first and last billing cycle in which an account is active, the minimum monthly bill shown in this section shall be prorated for the number of days the account is active; the prorated daily charge shall be based on a 30-day month. The amount charged in the first and last billing cycle for water consumed and the prorated minimum bill shall not exceed the charges for the same amount of water in a full billing cycle.
- (6) The current rate structure for raw water retail customers inside the corporate city limits is as follows:
- Minimum bill, per month ..... \$19.75
  - Volume charge per 100 cubic feet for consumption ..... \$0.57
  - Retail treated and raw water customers outside the corporate city limits will pay two times the above rates.
- (7) Wholesale Water Rates: The following rates are approved for the indicated category of wholesale water customer, and shall apply unless a contract expressly provides for fees to be charged or calculated in a different manner than as shown below:

Category	Per 1,000 Gallons	Per 100 Cubic Feet
Treated water transmitted (TWT)	NA	\$4.2470
Raw water only (RWO)	\$0.6924	NA

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

Customer	Rate Category	Remarks
Sheppard Air Force Base (SAFB)	TWT, sole source	Pump station meter
Sheppard Air Force Base	TWT	Capehart housing meter

Sheppard Air Force Base	TWT	Puckett Tower Meter
Archer Co. Municipal Utility Dist. #1	TWT	
City of Burkburnett	TWT	
Dean Dale Water Supply Corporation	TWT	
Friberg-Cooper Water Supply Corporation	TWT	
City of Holliday	TWT	
City of Iowa Park	TWT, sole source	
City of Lakeside City	TWT	
Town of Pleasant Valley	TWT	
City of Scotland	TWT	
City of Olney	RWO	
City of Archer City	RWO	
Red River Authority of Texas	TWT	Lake Arrowhead System
Windthorst Water Supply Corporation	TWT	
Wichita Valley Water Supply Corporation	RWO	Lake Kickapoo Meter
Wichita Valley Water Supply Corporation	TWT	Wranglers Retreat Meter

(8) Credit Card Convenience Fee ..... \$3.25 per transaction.

(9) City Utilities Division Fees for Service:

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

Size of Tap	
3/4"	\$1,593
1"	\$1,695

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

Type of Tap	
Pipe	\$160.10
Manhole	\$340.00

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

Item	Charge
Labor (Normal duty hours)	\$23.50/hour
Labor (Overtime)	\$35.00/hour
Materials	Current cost City + 10% for Administration & Warehousing
Backhoe/ditcher/front-end loader	\$63.50/hour (4-hour min.)
Crew truck with tools	\$40.00/day (1/2 day min.)
Sewer rod truck, or jet cleaner with crew	\$80.00/hr (Normal duty hours) \$112.50/hr (Overtime)
Sewer Recycle Unit with crew	\$160.00/hr (Normal duty hours)

	\$225.00/hr (Overtime)
Air compressor	\$33.00/hr (2-hour min.)
Tap machine (6" and smaller)	\$200.00/job
Tap machine (larger than 6")	\$364.00/job
Lighted arrow board	\$132.25/day (1/2 day min.)
Standard barricading of excavation: use of not more than 3 Type I barricades w/lights as necessary and/or plastic fencing, 3 standard traffic signs and 6 standard traffic cones. Includes 1 on-site check per day.	\$86.00/day (1/2 day min.)
Standard manhole (5' deep)	\$2,148.34 plus \$380/ft. over 5'
Fire Hydrant (installed)	Determine by job estimate using standard charges

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

Service	Charge
Meter size reduction or increase	Determine by job estimate using standard charges
Underground boring without casing (up to 60') (for 1" and less)	\$476.10/job
Underground boring without casing	Diameter in Inches X \$4 + \$4/linear foot
Underground boring with casing	Boring cost plus materials cost
Shoring (if required for other services)	\$264.50/day
Backfill and Pavement Repair:	

Labor (Normal duty hours)	\$23.50/hour (2-hour min.)
Labor (Overtime)	\$35.00/hour (2-hour min.)
Materials	Current cost City + 10% for Administration and Warehousing
Backhoe/Front End Loader	\$63.50/hour (2-hour min.)
Dump Truck	\$74.00/hour (2-hour min.)
Crew truck with tools	\$20.00/hour (2-hour min.)
Pavement repair for water tap	\$525.00/job min.
Unload septic waste from vacuum truck at City Wastewater Treatment Plant	\$0.08 per gallon for loads originating within city limits; \$0.16 per gallon for loads originating outside city limits
Laboratory testing of septic loads with excessive levels of FOG, TSS, or BOD or with other constituents not acceptable at plant.	Commercial lab cost plus 10% for administration and handling
Dewatering and disposal of grease and/or grit waste at City Waste-water Treatment Plant	N/A - refer customer to private Type 5 facility
Returned check (no cut-off required)	\$30.00
Cut-off/reconnect as per request of customer	\$30.00
Service Disconnect and Restoration Fee	\$30.00 plus \$20.00 extra if same day reconnect requested
Remove meter (up to and including 1")	\$66.00 plus deposit or payment
Remove meter (larger than 1")	Determine by job estimate using standard charges
Meter Reset for Pre-existing Residence (up to and including 1")	\$500.00, unless within 5 years after removal of the meter
Meter Reset for Pre-Existing Residence (larger than 1")	Determine by job estimate using standard charges

Padlock and saddle damage	\$37.00
Water-off lid (customer damage)	\$53.00
Cut-off/replacement (customer damage)	\$125.00
Meter damage (customer tampering) up to 1"	\$66.00 plus parts
Remove/install cut-off and install/remove plug customer service line (up to 1")	\$190.00
Additional measures to prevent illegal use of water	Determine by job estimate using standard charges
Meter test (of accurate meter) (up to 1")	\$72.75
Meter test (of accurate meter) (larger than 1")	Determine by job estimate using standard
Reread (reading accurate)	\$20.00
Establish temporary water Account	\$30.00 (includes establishment of account, turn-on/turn-off of water)
Deposit for Fire Hydrant Meter	\$1,900.00 meter deposit plus \$100.00 billing deposit
Manual invoicing (minimum charge)	\$22.50/hr., 1 hr. min.
Standard barricading of excavation: use of not more than 3 Type I barricades w/lights as necessary and/or plastic fencing, 3 standard traffic signs and 6 standard traffic cones. Includes 1 on-site check per day.	\$86.00/day (½ day Min.)

11b-7. Industrial Wastewater Discharge Permit Fees:

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

Category 1:	Metal Finishers	\$2,200.00
Category 2:	Centralized Waste	\$2,000.00
Category 3:	Steam/Electric Generation	\$1,100.00
Category 4:	Electroplating	\$2,100.00

Category 5:	Laundry	\$1,000.00
Category 6:	Non-Classified	\$1,000.00
Category 7:	Glass Manufacturing	\$1,000.00
Category 8:	Non-Significant Industries	\$800.00

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

- (1) New landscaping fee during Stage 1 & 2 drought.....\$50
- (2) New Landscaping Water Rate during Stage 2 ...3 x normal rate over 10 ccf
- (3) Stormwater fee .....\$5.00 per unit. Maximum commercial fee ..... \$1,666.65 per month
- (4) Street Sweeper Fee ..... \$95.00 per hour. Minimum 2-hour charge.
- (5) Engineering Construction Bid Plan Set .... \$35.00
- (6) Late Payment Fee .... \$25.00 for every 30 days after due date
- (7) Municipal Settings Designation (MSD) Application Fee .....\$2,500.00
- (8) Industrial Water Reuse Rate.... \$4.11/1000 gals.
- (9) Water Bacteriological Analysis .... \$60.00 per test

## **12. Property Management**

**12a. Miscellaneous Fees & Liens:**

- (1) Administrative Fee For Abatement .....\$ 125.00 per lot or parcel
- (2) Dangerous Weeds and Grass Abatement fee .... \$125.00 per lot or parcel
- (3) Credit Card/Online Transaction Fee..... no more than 4% of the transaction amount

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

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

**12c. Lake Lot Fees:**

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



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

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

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

6. The City Manager or his designee is authorized to execute airport hangar leases and airport land leases for terms of five years or less.

7. This ordinance shall take effect **January 1, 2024**, and it is so ordained.

PASSED AND APPROVED this 19<sup>th</sup> day of December, 2023.

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MAYOR

ATTEST:

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City Clerk

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Resolution authorizing the City Manager to formally reject the bid for the 2024 Crack Seal Project from Doctor Asphalt, LLC in the amount of \$157,262.37.

**INITIATING DEPT:** Public Works

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**STRATEGIC GOAL:** Provide Adequate Infrastructure

**STRATEGIC OBJECTIVE:** Complete Public Improvements Projects

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**COMMENTARY:** This project is generally described as the cleaning and sealing of joints and cracks on various City streets, and associated work. The Engineer's estimate for this project is \$100,000.00.

This project was originally set to bid on October 24, 2023; however, no bids were submitted. Staff then contacted a couple of the original plan holders and asked if there would be interest in rebidding the project. There appeared to be enough interest so staff rebid the project. On December 5, 2023, bids were opened and one bid was received.

The bids received for this project include the Base Bid are as follows:

<u>COMPANY</u>		<u>AMOUNT</u>
Doctor Asphalt, LLC	– Sun Prairie, WI	\$ 157,262.37

This single bid is a 48% increase in costs over last year's project, and the contractor's mobilization costs exceed the maximum 5% of the bid amount allowed in the bid specifications. Therefore, staff recommends formally rejecting this bid. The funds budgeted for this project will be utilized in the other street rehab projects across the City.

☒ **Director, Public Works**

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**ASSOCIATED INFORMATION:** Resolution , Bid Tab

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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**Resolution No. \_\_\_\_\_**

**Resolution authorizing the City Manager to formally reject the bid for the 2024 Crack Seal Project to Doctor Asphalt, LLC in the amount of \$157,262.37**

WHEREAS, the City of Wichita Falls has advertised for bids for the 2024 Crack Seal Project; and

WHEREAS, it is found that the lowest bidder is Doctor Asphalt, LLC, who made a unit price bid with an estimated total of \$157,262.37.

WHEREAS, the unit price bid with an estimate total of \$157,262.37 contains a mobilization fee greater than 5% of the total.

WHEREAS, the unit cost per pound of material has increased by 48% making the unit price bid significantly higher than the budgeted amount.

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

The unit price bid from Doctor Asphalt, LLC for the 2024 Crack Seal Project in an estimated total amount of \$157,262.37 is rejected. The City Manager is authorized to deny a contract for the City with said Contractor for the construction of such project.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

**2023 Crack Seal Project**  
**CWF23-100-01**  
**Bid Date: November 1, 2022**

BASE BID ** ORDER OF BIDS FROM LOWEST TO HIGHEST **				Doctor Asphalt, LLC Sun Prairie, WI	
Pay Item	Description	Unit	Project Totals	Unit Price	Total
200.1	SITE PREPARATION & MOBILIZATION	LS	1		\$16,800.00
401	CLEAN & SEAL JOINTS	LB	53,817	\$2.61	\$140,462.37
				<b>Total Base Bid</b>	<b>\$157,262.37</b>
				<b>AWARD TOTAL (Base Bid)</b>	<b>\$157,262.37</b>
ADDITIONAL ADDITIVE/ALTERNATES					
Pay Item	Description	Unit	Project Totals	Unit Price	Total
401-ALT1	CLEAN & SEAL JOINTS	LB	3,779	\$2.61	\$9,863.19
401-ALT2	CLEAN & SEAL JOINTS	LB	698	\$2.61	\$1,821.78
401-ALT3	CLEAN & SEAL JOINTS	LB	501	\$2.61	\$1,307.61
401-ALT4	CLEAN & SEAL JOINTS	LB	567	\$2.61	\$1,479.87
401-ALT5	CLEAN & SEAL JOINTS	LB	2,284	\$2.61	\$5,961.24
401-ALT6	CLEAN & SEAL JOINTS	LB	2,488	\$2.61	\$6,493.68
401-ALT7	CLEAN & SEAL JOINTS	LB	1,631	\$2.61	\$4,256.91
401-ALT8	CLEAN & SEAL JOINTS	LB	1,763	\$2.61	\$4,601.43
401-ALT9	CLEAN & SEAL JOINTS	LB	1,269	\$2.61	\$3,312.09
401-ALT10	CLEAN & SEAL JOINTS	LB	1,075	\$2.61	\$2,805.75
401-ALT11	CLEAN & SEAL JOINTS	LB	3,000	\$2.61	\$7,830.00
401-ALT12	CLEAN & SEAL JOINTS	LB	2,200	\$2.61	\$5,742.00
				<b>Total Additional Add/Alts</b>	<b>\$55,475.55</b>
				<b>TOTAL BID (Base Bid + All Add/Alts)</b>	<b>\$212,737.92</b>

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**CITY COUNCIL AGENDA  
December 19, 2023**

---

**ITEM/SUBJECT:** Resolution authorizing the purchase of a Crew Truck for the Water Distribution Division through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$136,157.00.

**INITIATING DEPT:** Aviation, Traffic, & Transportation

---

**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice Effective Government

---

**COMMENTARY:** Crew trucks are a critical piece of equipment for Water Distribution that assists with repairs associated with water main breaks. In many cases, these units are hauling a trailer with their backhoe unit on it. The unit will be purchased from Bruckner Truck Sales, Inc. in the amount of \$136,157.00 through the H-GAC contract. The completed unit will include a Mack MD6 truck with a Knapheide service bed and a Liftmoore crane.

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

Staff recommends approval of the resolution authorizing the purchase of a Crew Truck through the Houston-Galveston Area Council Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$136,157.00.

Total Cost:	\$136,157.00
Budgeted Amount:	<u>\$110,000.00</u>
Budget Shortfall:	\$26,157.00

Savings of \$39,145.16 from the purchase of the ¾-ton pickups will cover the budget shortfall on this purchase.

This purchase will replace a 2003 crew truck with 236,202 miles.

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

☒ **Director of Finance**

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**ASSOCIATED INFORMATION:** Resolution; HGAC Documentation; Photo

☒ **Budget Office Review** (Account No./Amount): 6007250-77320 \$136,157

☒ **City Attorney Review**

☒ **City Manager Approval**

---



Stock Photo Mack MD6 Service Crane Truck – Coming Fall 2023  
Reserve Yours Today!

Resolution No. \_\_\_\_\_

**Resolution authorizing the purchase of a Crew Truck for the Water Distribution Division through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$136,157.00**

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

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

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

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

City Staff is authorized to execute all documents necessary to purchase a pothole repair truck through the H-GAC Purchasing Cooperative from Bruckner Truck Sales, Inc. in the amount of \$136,157.00.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk





## Bruckner's Truck & Equipment Retail Proposal

Date: **November 20, 2023**

CUSTOMER INFORMATION	
Name:	City of Wichita Falls
Name:	
Address:	PO Box 1431
CSZ:	Wichita Falls, TX 76307
Phone:	940-761-7931 Cell:
Fax:	Contact: John Burrus
Email:	john.burrus@wichitafallstx.gov

EQUIPMENT INFORMATION	
Stock #:	Ordered UNITID
Year:	2025 BODY Service
Make:	Mack
Model:	MD6 (25,995 GVW Non-CDL)
VIN:	
Salesperson:	Josh Phillips

EQUIPMENT SPECIFICATIONS	
Engine Make:	Cummins B6.7
Horsepower:	220hp w/ 600 Lb-ft Torque
Engine Brake:	Yes - Cummins Exhaust Brake
Transmission:	Allison 2500RDS - 6-Spd Automatic
Front Axle:	Mack 10,000#
Rear Axle:	Meritor 17,000#
Rear Suspension:	Mack AL19 - 19,000# Air-Ride
Ratio:	5.57
Wheelbase:	150" w/ 87" Clear CA. & 50" AF
Frame:	7mm Steel w/ 1,370,000 Lb-in RBM
Interior Trim:	MD Gray w/ Vinyl Seats
Wheels Front:	Accuride Steel Powder Coated White
Wheels Rear:	Accuride Steel Powder Coated White
Tire Size:	11R22.5
Tire Front:	Bridgestone R268 Ecopia
Tire Rear:	Bridgestone M760 Ecopia

Chassis Includes the Following Local Extras:	
New Truck Prep - Includes State Inspection, PDI, Bruckner Flaps, Weight Ticket, Basic Wash w/ Interior Detail, & \$100 Fuel.	FOB: City of Wichita Falls - Central Services
Knapheide 6133H Line Body w/ 12" Slammable Tailgate, Back-up Alarm, LED Light Kit, Cab Protector, Pintle Hook, 6-Way Trailer Plug, Electric Brake Controller, Liftmoore L21W-75 Crane. Knapheide Quote #L4402-23	This Quote Is Based On 25A Pricing As Of 11/20/23 And May Be Subject To Material Surcharges From Mack Or Maintainer. I Have A Build Slot In April For This Chassis.
	Purchased Using Bruckner's HGAC Contract #HT06-20. HGAC Fee Included

Back-Up Camera w/ Color Monitor - Add \$929.

Trade-In Information:	Trade 1:	Trade 2:	Each	Multiple Total
Allowances:			\$135,857.00	
VIN:			-	
Year:				
Make:				
Model:				
Payoff:				
Quantity				
OTHER CHARGES:				
Tax, Title, and License Fees (Estimated):			-	-
Purchase Coverage	Type: _____		-	-
Insurance	Type: _____		-	-
Dealer Inventory Tax and Doc Fe			300.00	-
Cash Down Payment:				
TOTAL:			\$136,157.00	

Dealer Signature: \_\_\_\_\_

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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

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**CITY COUNCIL AGENDA  
December 19, 2023**

---

**ITEM/SUBJECT:** Resolution authorizing the purchase of equipment and installation services for 2023 Wichita Falls Police Department patrol units through the BuyBoard Purchasing Cooperative from Dana Safety Supply, Inc. in the amount of \$121,061.00.

**INITIATING DEPT:** Aviation, Traffic, & Transportation

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**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice Effective Government

---

**COMMENTARY:** On December 6, 2022, City Council approved the purchase of ten Ford Explorer Patrol units for the FY 2023 budget. The units did not arrive in the FY 2023 fiscal year, but are scheduled to arrive in early 2024. In order to place these Explorers into service, accessory equipment is purchased and installed to complete the patrol unit. In 2022, it was also determined to be more cost effective to use an outfitter company to install the accessories to complete the units. Compared to doing the work in-house, the turnaround time to place these units into service was reduced by six months by using an outfitter. The 2022-23 Fleet budget included funds for the purchase of the patrol vehicle equipment and the installation services for this equipment. These funds will carryover from FY 23 to cover the cost of this equipment and service.

*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 equipment and installation services through the BuyBoard Purchasing Cooperative from Dana Safety Supply, Inc., in the amount of \$121,061.00.

This expenditure is a follow through of the purchase of patrol units from the FY 2023 budget. There are sufficient carryover funds available from the FY 2023 budget to fund the full cost of the equipment and installation.

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

☒ **Purchasing**

---

**ASSOCIATED INFORMATION:** Resolution ; BuyBoard documentation

☒ **Budget Office Review** (Account No./Amount): Equipment 6007250-77320 \$82,061;  
Installation 6007250-71010 \$39,000

☒ **City Attorney Review**

☒ **City Manager Approval**

---

**Resolution No. \_\_\_\_\_**

**Resolution authorizing the purchase of equipment and installation services for 2023 Wichita Falls Police Department patrol units through the BuyBoard Purchasing Cooperative from Dana Safety Supply, Inc. in the amount of \$121,061.00**

WHEREAS, Texas 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 Dana Safety Supply, Inc., is offering equipment and installation services through the BuyBoard 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 equipment and installation services for ten Wichita Falls Police Department patrol units through the BuyBoard Purchasing Cooperative from Dana Safety Supply, Inc., in the amount of \$121,061.00.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

DANA SAFETY SUPPLY, INC  
4809 KOGER BLVD  
GREENSBORO, NC 27407

Telephone: 800-845-0405

## Sales Quote

Sales Quote No.	478164-D
Customer No.	WICHEFALLS

Bill To
CITY OF WICHITA FALLS PO BOX 1431 WICHITA FALLS, TX 76307

Ship To
CITY OF WICHITA FALLS PO BOX 1431 WICHITA FALLS, TX 76307

Contact:  
Telephone: 940-761-7466  
E-mail:

Contact:  
Telephone: 940-761-7466  
E-mail:

Quote Date	Ship Via			F.O.B.	Customer PO Number	Payment Method	
11/17/23	GROUND SHIPMENT			PPAY & ADD TO INVOICE		NET30	
Entered By			Salesperson		Ordered By		Resale Number
Jeremy Ross			Jeremy Ross Fort Worth		WADE LOONEY		75-6000714-2
Order Quantity	Approve Quantity	Tax	Item Number / Description			Unit Price	Extended Price
1	1	N	INFO BUYBOARD 603-20 Warehouse: FTWO			0.0000	0.00
1	1	N	INFO 2023 FPIU PATROL Warehouse: FTWO			0.0000	0.00
1	1	N	INFO PUSH BUMPER Warehouse: FTWO			0.0000	0.00
10	10	N	5344T GO RHINO STEEL PUSH BUMPER TEXTURED POWDER Warehouse: FTWO			391.7300	3,917.30
1	1	N	INFO LIGHTBAR/SIREN Warehouse: FTWO			0.0000	0.00
10	10	N	MISC CODE 3 , 1632729CM, Covert Matrix, 47.0" Warehouse: FTWO Covert Matrix, 47.0" [1194 mm] Description: 3 Amber/Blue TR16   5 Blue/White TR16   3 Red/Amber TR16   5 Red/White TR16   1 Blue/White Worklamps   1 Red/White			1,163.3600	11,633.60

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DANA SAFETY SUPPLY, INC  
4809 KOGER BLVD  
GREENSBORO, NC 27407

Telephone: 800-845-0405

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11/17/23	GROUND SHIPMENT		PPAY & ADD TO INVOICE			NET30	
Entered By		Salesperson			Ordered By		Resale Number
Jeremy Ross		Jeremy Ross Fort Worth			WADE LOONEY		75-6000714-2
Order Quantity	Approve Quantity	Tax	Item Number / Description			Unit Price	Extended Price
10	10	N	MISC CODE3, MTS418MC-RWBW, MEGA THIN STICK RW/BW 4 HEAD Warehouse: FTWO			528.1200	5,281.20
10	10	N	ADJBKT011-B CODE 3 HOOK KIT 2020 FORD PIU Warehouse: FTWO			0.0000	0.00
10	10	N	Z3SP-1 CODE 3 PUSH BUTTON CONTROL HEAD SIREN Warehouse: FTWO			620.9700	6,209.70
10	10	N	Z3S-OB-D-PIUEXP CODE3 Z3S OBD MODULE/GW MOD HARNESS 16+ PIU / EX Warehouse: FTWO			232.0100	2,320.10
10	10	N	CODE3 Z3S OBD MODULE/GW MOD HARNESS 16+ PIU / EXP C3100U CODE 3 100W SPEAKER WITH UNIVERSAL BRACKET Warehouse: FTWO			204.2500	2,042.50
1	1	N	INFO REAR LIGHTING Warehouse: FTWO			0.0000	0.00
10	10	N	MTS835MC-RABA CODE3 35" Megathin Stick, 4-R/A, 4 B/A HDS, 16' CABLE Warehouse: FTWO			729.2500	7,292.50

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11/17/23	GROUND SHIPMENT		PPAY & ADD TO INVOICE		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Jeremy Ross		Jeremy Ross Fort Worth		WADE LOONEY	75-6000714-2	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
20	20	N	ULTMC-RB CODE 3 MEGA THIN 12-LED SURFACE MOUNT - RED/BLUE Warehouse: FTWO		94.7800	1,895.60
1	1	N	INFO CONSOLE Warehouse: FTWO		0.0000	0.00
10	10	N	CC-UV20-L-18 Troy TROY 2020 PIU SLOPPED CONSOLE Warehouse: FTWO		375.6200	3,756.20
10	10	N	FACE PLATES: FP-C3-Z3 TROY 4" MOUNTING PLATE - CODE3 Z3 SIREN Warehouse: FTWO		31.2500	312.50
10	10	N	CM-SDMT-SL-LED TROY HEIGHT ADJUSTABLE COMPUTER MOUNT, SIDE TO C Warehouse: FTWO		368.1200	3,681.20
10	10	N	BOLTS TO SIDE OF CONSOLE, WILL ACCOMMODATE A CUSTOMER SUPPLIED DOCKING STATION AC-TB-ARMMNT-XL TROY XL ARM REST Warehouse: FTWO		140.0000	1,400.00

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11/17/23	GROUND SHIPMENT		PPAY & ADD TO INVOICE		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Jeremy Ross			Jeremy Ross Fort Worth	WADE LOONEY	75-6000714-2	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
10	10	N	AC-INBHG TRO 4" INTERNAL CONSOLE DUAL CUPHOLDER WITH FINGERS <div>Warehouse: FTWO</div> <div>CUP HOLDERS HAVE RUBBER FINGERS REPLACES p/n # AC-INTBH WHICH IS NLA</div>		37.6400	376.40
10	10	N	FP-USB-2DC TRO 2" PLATE W/2 12 VDC OUTLETS & USB PORT <div>Warehouse: FTWO</div>		52.0000	520.00
1	1	N	INFO PRISONER TRANSPORT <div>Warehouse: FTWO</div>		0.0000	0.00
10	10	N	5700WA GOR UNIVERSAL SLIDING CTD POLY WINDOW PARTITION <div>Warehouse: FTWO</div> <div>STATE VEHICLE YEAR, MAKE, &amp; MODEL -</div>		532.5200	5,325.20
10	10	N	5700SCR GOR MESH COVER FOR PARTITION SLIDING WINDOW OPENING <div>Warehouse: FTWO</div>		77.1200	771.20
10	10	N	5700FIR GOR Recessed Storage Center Panel & Lower Extension <div>Warehouse: FTWO</div>		181.8100	1,818.10

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DANA SAFETY SUPPLY, INC  
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E-mail:

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11/17/23	GROUND SHIPMENT		PPAY & ADD TO INVOICE		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Jeremy Ross		Jeremy Ross Fort Worth		WADE LOONEY	75-6000714-2	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
10	10	N	570721 GOR SCA Transfer Kit  Warehouse: FTWO Included Upper & Lower Filler Panels, Mounting Brackets & Hardware		123.2100	1,232.10
10	10	N	FE7502-RBL Laguna Laguna 3P Ford Police UI 2020 Seat  Warehouse: FTWO with Ready Buckle Dual Switching Retractor Seat Belts and Rear Cargo Polycarbonate Screen		1,150.3200	11,503.20
1	1	N	INFO GUN RACK  Warehouse: FTWO		0.0000	0.00
10	10	N	GK10271UHK SMC S T-RAIL MOUNT 1 UNIVERSAL HK  Warehouse: FTWO		272.3000	2,723.00
10	10	N	GK10271UHK S T-RAIL MOUNT 1 UNIVERSAL HK INSTALL KIT MISC INSTALLATION SUPPLIES I.E.  Warehouse: FTWO LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****		400.0000	4,000.00

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DANA SAFETY SUPPLY, INC  
4809 KOGER BLVD  
GREENSBORO, NC 27407

Telephone: 800-845-0405

## Sales Quote

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11/17/23	GROUND SHIPMENT		PPAY & ADD TO INVOICE		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Jeremy Ross			Jeremy Ross Fort Worth	WADE LOONEY	75-6000714-2	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
10	10	N	PDP-13 BI Power Distribution Panel w/ Timers Warehouse: FTWO		130.0000	1,300.00
10	10	N	5026B BLUESEA FUSE ST BLOCK Warehouse: FTWO		35.0000	350.00
10	10	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: FTWO		3,500.0000	35,000.00
<div>Approved By: _____</div> <div><input type="checkbox"/> Approve All Items &amp; Quantities</div> <div>Quote Good for 30 Days</div>						

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Subtotal	114,661.60
Freight	6,399.40
Order Total	121,061.00

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**CITY COUNCIL AGENDA  
December 19, 2023**

---

**ITEM/SUBJECT:** Resolution authorizing the purchase of eleven (11) 2023 Ford Utility Police Interceptors for the Wichita Falls Police Department through the BuyBoard Purchasing Cooperative from Caldwell Country Ford, LLC dba Rockdale Country Ford in the amount of \$531,689.00.

**INITIATING DEPT:** Aviation, Traffic & Transportation

---

**STRATEGIC GOAL:** Efficiently Deliver City Services

**STRATEGIC OBJECTIVE:** Practice Effective Governance

---

**COMMENTARY:** The BuyBoard contract is now accepting purchases of Ford Explorer SUV patrol units. Rockdale Country Ford is the BuyBoard supplier for these eleven units. Fleet Maintenance calculates a ten-year replacement cycle for these vehicles, with an annual purchase of 11 patrol units per year.

The average age of a Ford Explorer SUV in patrol service is 11 years when it is auctioned by the City. The reason for the difference in the calculated age and the actual years in service is due to recent manufacturer and delivery issues. The average mileage varies due to replacing units totaled in accidents, but the mileage can be over 185,000 miles.

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

Staff recommends approval of the resolution authorizing the purchase of eleven (11) Ford Explorer SUV patrol units through the BuyBoard Purchasing Cooperative from Rockdale Country Ford in the amount of \$531,689.00.

Budgeted amount: \$626,923.00 (Includes all accessories)

Actual Cost: \$531,689.00 (Vehicles only)

Savings: \$ 95,234.00 (Available for outfitting and accessories)

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

☒ **Director of Finance**

---

**ASSOCIATED INFORMATION:** Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

---



<b>ROCKDALE COUNTRY FORD</b> <b>PO BOX 72, ROCKDALE, TX 76567</b> <b>BUYBOARD 601-19</b>
--

End User: <u>WICHITA FALLS</u>	Caldwell Rep: <u>MARCUS SHAW #1686</u>
Contact: <u>DONALD MCEWEN</u>	Phone: <u>(979) 567-1500</u>
Phone/ Email: <u>DONALD.MCEWEN@WICHITAFALLSTX.GOV</u>	Date: <u>Thursday, November 30, 2023</u>
Product Description: <u>2023 Ford Police Interceptor Utility (K8A) AWD</u>	Email: <u>MSHAW@USAAUTOMOTIVEPARTNER</u>

A. Bid Series: <u>114-FORD POLICE INTERCEPTOR SPORT UTILITY</u>	A. Base Price: \$ <u>47,495.00</u>
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**B. Published Options [Itemize each below]**

Code	Model Vehicle				
K8A	2023 Ford Police Interceptor Utility (K8A) AWD				
Code	Options	Bid Price	Code	Options	Bid Price
17A	Rear Auxiliary Air Conditioning	\$0.00	153	Front License Plate Bracket	\$0.00
51T	Driver Only LED Spot Lamp (Whelen)	\$0.00	44U	Transmission: 10-Speed Automatic (44U)	\$0.00
55F	Remote Keyless Entry Key Fob w/o Key Pa	\$0.00	500A	Order Code 500A	\$0.00
59B	Keyed Alike - 1284x	\$0.00	96	Charcoal Black, Unique HD Cloth Front Bucket	\$0.00
59W	4G LTE Wi-Fi Hotspot Credit	\$0.00	UM	Agate Black	\$0.00
60A	Grille LED Lights, Siren & Speaker Pre-Wi	\$0.00		3.73 Axle Ratio	\$0.00
61B	OBD-II Split Connector	\$0.00			
86T	Tail Lamp/Police Interceptor Housing Only	\$0.00			
99B	Engine: 3.3L V6 Direct-Injection (FFV)	\$0.00			
<b>Total of B. Published Options</b>					\$ -

**C. Unpublished Options [Itemize each below, not to exceed 25%]**

Unpublished Options	Bid Price	Unpublished Options	Bid Price
<b>Total of C. Unpublished Options:</b>			\$ -

D. Registration, Inspection, Paperwork, Postage cost, Courthouse time, & Runner time:	
E. Upfitter/Quote Number:	
F. Delivery ETA:	
G. Floor Plan Interest (for in-stock and/or equipped vehicles):	
H. Lot Insurance (for in-stock and/or equipped vehicles):	
I. Contract Price Adjustment:	
J. Additional Delivery Charge <u>268</u> miles	\$ 804.00
K. Subtotal	\$ 48,299.00
L. Quantity Ordered <u>11</u> x K =	\$ 531,289.00
M. Trade in:	
N. Coop Fee per purchase order	\$ 400.00
O. Total purchase price with coop fee (Prices and availability are subject to change without notice)	\$ 531,689.00

<b>DISCLAIMER</b>  PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE COUNTRY FORD dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR)
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Resolution No. \_\_\_\_\_

**Resolution authorizing the purchase of eleven (11) 2023 Ford Utility Police Interceptors for the Wichita Falls Police Department through the BuyBoard Purchasing Cooperative from Caldwell Country Ford, LLC dba Rockdale Country Ford in the amount of \$531,689.00**

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

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

WHEREAS, the City Council finds that Rockdale Country Ford is offering eleven (11) 2023 Ford Explorer SUV Police Interceptors through the BuyBoard 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 eleven (11) 2023 Ford Utility Police Interceptors from Caldwell Country Ford, LLC dba Rockdale Country Ford, in the amount of \$531,689.00.

PASSED AND APPROVED this the 19<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk



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**CITY COUNCIL AGENDA**  
**December 19, 2023**

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**ITEM/SUBJECT:** Resolution confirming reappointment to the Firefighters and Police Officers' Civil Service Commission.

**INITIATING DEPT:** City Clerk

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**STRATEGIC GOAL:** Actively Engage & Inform the Public

**STRATEGIC OBJECTIVE:** Enhance public outreach and engagement.

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**COMMENTARY:** The Civil Service Commission is a three-member group that provides direction, review, and decision-making on certain civil service issues that may come before the Commission. The State of Texas, through the provision of Chapter 143 of the Local Government Code, provides for civil service and mandates certain rules and regulations that govern the civil service divisions of Police and Fire personnel.

In certain instances, there may be disputes that arise or operational provisions that are of question or concern to interested parties to the civil service provisions. The City Manager is charged with selecting individuals to serve on this Commission and the City Council's role is to confirm or deny the selection.

In accordance with LGC 143.006 (c-1) a commission member may serve up to three consecutive terms, and can be reappointed to a fourth or subsequent consecutive term if the term is confirmed by a two-thirds majority of the City Council. John Buckley is interested in continuing to serve a third term and staff recommends his reappointment.

Other current applicants are: Nicki Archer, Thomas Billick, Sidney Gills, Stephanie Ingle, Holly Lane, Paul Meyenberg, and Carol Murray.

\*\*This item may be discussed in executive session.

☒ **City Clerk**

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**ASSOCIATED INFORMATION:** Resolution reappointing John Buckley

☒ **City Attorney Review**

☒ **City Manager Approval**

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**Resolution No. \_\_\_\_\_**

**Resolution confirming reappointment of John Buckley to the  
Firefighters and Police Officers' Civil Service Commission**

WHEREAS, the Firefighters and Police Officers' Civil Service Commission is established by state law; specifically, Section 143.006 of the TEXAS LOCAL GOVERNMENT CODE; and,

WHEREAS, this three-member board is appointed by the City Manager, with confirmation by the City Council; and,

WHEREAS, the City Manager requests the confirmation of the reappointment of John Buckley, term to expire December 31, 2026, to the Firefighters and Police Officers' Civil Service Commission.

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

The reappointment of John Buckley to the Firefighters and Police Officers' Civil Service Commission for a term ending December 31, 2026, is hereby confirmed.

PASSED AND APPROVED this the 19<sup>th</sup> day of December 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA  
December 19, 2023**

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**ITEM/SUBJECT:** Appointments to Boards and Commissions

**INITIATING DEPT:** City Clerk

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**STRATEGIC GOAL:** Actively engage and inform the public.

**STRATEGIC OBJECTIVE:** Enhance public outreach and engagement.

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**COMMENTARY:** Terms of members for several boards expire December 31, 2023, and vacancies were advertised in accordance with Resolution 21-2015. Following are the current members, expiration dates, and interest in being reappointed for the following boards:

\*Airport Board of Adjustments  
Animal Shelter Advisory Committee  
\*Construction Board of Adjustments & Appeals  
Emergency Medical Services Board  
\*Landmark Commission  
Park Board  
\*Planning & Zoning  
\*TIF #2  
\*TIF #3  
\*TIF #4  
Water Resources Commission  
Wichita County – City of Wichita Falls Health Board  
\*Zoning Board of Adjustment

Boards with an \* can be discussed in executive session.

In accordance with Resolution 21-2015, no appointee shall serve more than six (6) consecutive years, unless waived by the Mayor and Council. These limits apply only where existing law or ordinance does not specify limits to terms of service on City boards. Staff is requesting six-year term limits to be waived where noted.

Applicants highlighted in green are eligible for and desire reappointment, and those highlighted in yellow will either be moved to another position or replaced with a current applicant.

Applications will be sent to the council by separate e-mail.

☒ **City Clerk**

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**ASSOCIATED INFORMATION: Member Rosters**

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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## **AIRPORT BOARD OF ADJUSTMENT**

<b>PLACE</b>	<b>NAME</b>	<b>APPOINTED</b>	<b>EXPIRATION</b>	<b>QUALIFICATIONS</b>	<b>DISTRICT</b>
1	Glenn Beavers	12/18/2018 12/15/2020 12/20/2022	12/31/2024	CWF	3
2	James Wingo	12/06/2016 12/18/2018 12/15/2020 12/20/2022	12/31/2024	CWF	3
3	Amy Bobrowitz	01/17/2006 12/05/2006 12/02/2008 12/07/2010 12/04/2012 12/02/2014 12/06/2016 12/18/2018 12/15/2020 12/20/2022	12/31/2024	CWF	5
4	Fred Tillman	07/18/2023	12/31/2023	County resident/City appt.	
5	Debra Carr	11/07/2017 12/03/2019 12/21/2021	12/31/2023	County resident/City appt. <b>**Waiver</b>	
6	Mark McBurnett	01/19/2016 11/07/2017 12/03/2019 12/21/2021	12/31/2023	SAFB Ex-Officio Non-Voting Member	

Current applicants: Linda DeMuro, Dawn Ferrell, Mike Lange, Matt Maness, Richard Milhollon (SAFB Ex-Officio), Josh Phillips, and Jason Traylor

## **ANIMAL SHELTER ADVISORY COMMITTEE**

<b>PLACE</b>	<b>NAME</b>	<b>APPOINTED</b>	<b>EXPIRATION</b>	<b>QUALIFICATIONS</b>	<b>DISTRICT</b>
1	Nicki Bacon	05/02/2023	None	City Official	
2	Dr. Bryan Wade	07/01/2014 12/02/2014 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2024	Veterinarian	2
3	Samuel Jones	05/02/2023	None	Animal Services Operator	
4	Michele Pohlmann	12/20/2022	12/31/2023	Animal Welfare Organization	5
5	Amber Browning	12/21/2021 12/20/2022	12/31/2024	At-Large	

Current applicants: Stephen Dodge, Dawn Ferrell, Amber Gilmore (Animal Welfare Org.), Stephanie Ingle, Traci Roberts, Shammann Smith, and Mary Walker

## CONSTRUCTION BOARD OF ADJUSTMENTS AND APPEALS

PLACE	NAME	APPOINTED	EXPIRATION	QUALIFICATIONS	DISTRICT
1	Anthony Inman	12/19/2017 12/15/2020	12/31/2023	General Bldg. Contractor; moved up from Alt 1 09/03/2019 <b>**Waiver</b>	1
2	Leo Lane	12/6/2011 12/02/2014 12/19/2017 12/15/2020	12/31/2023	Mechanical Engineer; term limit waived by council <b>**Waiver</b>	1
3	Gary Oatman	10/07/2010 12/03/2013 12/06/2016 12/03/2019 12/20/2022	12/31/2025	Structural Engineer; term limit waived by council	4
4	Vacant	12/20/2022	12/31/2025	Architect	
5	Pete Johnson	12/19/2017 12/15/2020	12/31/2023	Plumbing Contractor <b>**Waiver</b>	1
6	Allen Moore	12/15/2020	12/31/2023	AC Contractor	
7	James Cox	12/15/2020 12/20/2022	12/31/2025	Property Insurance Rep.	
8	Michael Grassi	12/19/2017 12/15/2020	12/31/2023	Home Bldg. Industry; moved up from Alt 2 12/31/2017 <b>**Waiver</b>	4
9	Ripley Tate	12/4/2018 12/03/2019 12/20/2022	12/31/2025	At-Large; cannot be connected with construction industry	1
10	Eric Archer	12/20/2022	12/31/2023	Electrical Contractor	
11	Luke Oechsner	12/19/2017 12/15/2020	12/31/2023	Master Electrician <b>**Waiver</b>	1
12	Doug Marchand	09/03/2019 12/03/2019 12/20/2022	12/31/2025	Alt. 1 – General Bldg. Contractor	1
13	Tanner Wachsman	12/19/2017 12/03/2019 12/20/2022	12/31/2025	Alt. 2 – Home Bldg. Industry	4

Current applicants: Ed Dixon (Electrician), Rick Hernandez (Architect), Paul Mason Jr., and Carol Murray

## **EMERGENCY MEDICAL SERVICES ADVISORY BOARD**

<b>PLACE</b>	<b>NAME</b>	<b>APPOINTED</b>	<b>EXPIRATION</b>	<b>QUALIFICATIONS</b>	<b>DISTRICT</b>
1	Darron Leiker	Per Ord. 98-2007	Tenure	CWF City Manager	
2	Donald Hughes	Per Ord. 98-2007	Tenure	CWF Fire Chief	
3	Fred Tillman	Per Ord. 98-2007	Tenure	Burkburnett City Administrator	
4	Jerry Flemming	Per Ord. 98-2007	Tenure	Iowa Park City Administrator	
5	Jim Johnson	Per Ord. 98-2007	Tenure	Wichita County Judge	
6	Dr. John Hilmi, MD	11/7/2017 12/03/2019 12/21/2021	12/31/2023	Physician City Appointment <b>**Waiver</b>	
7	Nancy Berend	11/07/2017 12/03/2019 12/21/2021	12/31/2023	At-Large City Appointment <b>**Waiver</b>	
8	Dr. Scott Myers, MD	11/26/2018 12/07/2020 01/09/2023	12/31/2024	At-Large County Appointment	
9	Dan King	11/26/2018 12/14/2020	12/31/2022	At-Large Burkburnett and Iowa Park Joint	

Current applicants: Paul Meyenberg, Eric Pankonien, Thomas Smead, and Shammann Smith



## LANDMARK COMMISSION

<i>PLACE</i>	<i>NAME</i>	<i>APPOINTED</i>	<i>EXPIRATION</i>	<i>QUALIFICATIONS</i>	<i>DISTRICT</i>
1	Andy Lee	02/15/2011 12/04/2012 12/01/2015 12/18/2018 12/21/2021	12/31/2024	Licensed Real Estate Broker or Appraiser	1
2	Joel Hartmangruber	12/03/2019 12/15/2020	12/31/2023	Architect in Training	1
3	Janel Ponder Smith	12/03/2019 12/20/2022	12/31/2025	Member of Residential Historic District	1
4	John Dickinson	10/04/2016 12/03/2019 12/20/2022	12/31/2025	At-Large	4
5	Noros Martin	03/16/2021 12/20/2022	12/31/2025	P&Z Commission Member	1
6	Marcela Medellin	12/04/2018 12/21/2021	12/31/2024	Licensed Architect	3
7	Christy Graham	12/01/2015 12/18/2018 12/21/2021	12/31/2024	At-Large	1
8	Nadine McKown, <b><i>Vice Chair</i></b>	09/17/2019 12/21/2021	12/31/2024	Wichita County Heritage Society	3
9	Michele Derr, <b><i>Chair</i></b>	12/03/2013 12/06/2016 12/03/2019 12/20/2022	12/31/2025	Member of Commercial Historic District	1

Current Applicants: Austin Cobb, Dawn Ferrell, Rick Hernandez (Architect), Dwayne McKee, and David Walker

## **PARK BOARD**

<b>PLACE</b>	<b>NAME</b>	<b>APPOINTED</b>	<b>EXPIRATION</b>	<b>QUALIFICATIONS</b>	<b>DISTRICT</b>
1	Larri Jean Jacoby	12/15/2020	12/31/2023		1
2	Patrick Hearn	08/03/2021 12/21/2021	12/31/2024		1
3	Jessica Traw	11/07/2017 12/15/2020	12/31/2023		5
4	Sandy Fleming	12/18/2018 12/21/2021	12/31/2024		1
5	Jim Heiman	12/18/2018 12/21/2021	12/31/2024		4
6	Vacant		12/31/2025		
7	Dorcas Chasteen	12/21/2021	12/31/2024		4
8	Vacant		12/31/2023		
9	Alan Donaldson	07/05/2017 12/03/2019 12/20/2022	12/31/2025		3
10	Simeon Hendrix	07/19/2022 12/20/2022	12/31/2025		3
11	Josh Phillips	07/19/2022 12/20/2022	12/31/2025		4

Current applicants: Adam Arruda, Craig Brown, Austin Cobb, Dawn Ferrell, Ben Filer, Stephen Garner, Rick Hatcher, Stephanie Ingle, Kamil Kell, Luis Severin, Katherine Smith, Shammann Smith, and Daniel Streeter

## PLANNING AND ZONING COMMISSION

<i>PLACE</i>	<i>NAME</i>	<i>APPOINTED</i>	<i>EXPIRATION</i>	<i>QUALIFICATIONS</i>	<i>DISTRICT</i>
1	Douglas McCulloch	07/19/2022 12/20/2022	12/31/2024	Moved from Alt. 1 07/19/2022	4
2	Blake Haney	12/06/2016 11/07/2017 12/03/2019 12/21/2021	12/31/2023	<b>**Waiver</b>	3
3	Cayce Wendeborn	01/19/2016 11/07/2017 12/03/2019 12/21/2021	12/31/2023	<b>**Waiver</b>	4
4	Wayne Pharries	12/21/2021 12/20/2022	12/31/2024	Moved from Alt 1 12/21/2021	
5	Noros Martin	12/03/2019 12/21/2021	12/31/2023		1
6	Jeremy Woodward	02/19/2019 12/03/2019 12/15/2020 12/20/2022	12/31/2024	Moved from Alt 1 12/15/2020	4
7	Michael Grassi	09/03/2019 12/15/2020 12/21/2021	12/31/2023	Moved from Alt. 2 03/16/2021	4
8	Matt Marrs	12/20/2022	12/31/2024	Moved from Alt. 1 12/20/2022	4
9	David (Carl) Cook	05/09/2018 12/15/2020 12/20/2022	12/31/2024	Moved from Alt. 12/18/2018	4
10	Paul Mason, Jr.	12/20/2022	12/31/2023	Alternate 1	3
11	Steven Wood	03/15/2022 12/20/2022	12/31/2022	Alternate 2	4
12	Mark McBurnett	01/19/2016 11/07/2017 12/03/2019 12/21/2021	12/31/2023	SAFB Ex Officio	1

Current applicants: Brady Enlow, Stephanie Ingle, Richard Milhollon (SAFB Ex-Officio), William Parkin, Aston Pecor, and Alan Sizemore

## TAX INCREMENT FINANCING DISTRICT, REINVESTMENT ZONE #2

<i>PLACE</i>	<i>NAME</i>	<i>APPOINTED</i>	<i>EXPIRATION</i>	<i>QUALIFICATIONS</i>	<i>DISTRICT</i>
1	Rick Hatcher	09/19/2023	12/31/2023	City of Wichita Falls	3
2	Jim Chandler	10/18/2005 12/04/2007 12/01/2009 12/06/2011 12/03/2013 12/01/2015 11/07/2017 12/03/2019 12/21/2021	12/31/2023	City of Wichita Falls *Waiver	3
3	Ben J. Filer, <b>Chair</b>	10/18/2005 12/04/2007 12/01/2009 12/06/2011 12/04/2012 12/02/2014 12/06/2016 12/04/2018 12/15/2020	12/31/2024	City of Wichita Falls  <b>**Reappoint as chair</b>	3
4	Vacant		12/31/2024	Wichita County	
5	Mark Schroeder	12/07/2020 01/09/2023	12/31/2024	Wichita County	

No current applicants

**City Council Elects Chair – one year appointment**

## TAX INCREMENT FINANCING DISTRICT, REINVESTMENT ZONE #3

PLACE	NAME	APPOINTED	EXPIRATION	QUALIFICATIONS	DISTRICT
1	Gail Natale	12/04/2012 12/02/2014 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2020 12/31/2022 12/31/2024	City of Wichita Falls	
2	Shammann Smith	07/18/2023	12/31/2023	City of Wichita Falls	
3	Jamie Gould	12/20/2022	12/31/2023	City of Wichita Falls	
4	<b>Kenneth Haney, Chair</b>	<b>09/01/2009 12/07/2010 12/04/2012 12/02/2014 12/06/2016 12/04/2018 12/15/2020 12/20/2022</b>	<b>12/31/2024</b>	<b>City of Wichita Falls  **Reappoint as chair</b>	
5	Vacant		12/31/2023	City of Wichita Falls	
6	Ronnie Williams	12/09/2019 10/18/2021	12/31/2021 12/31/2023	Wichita County	
7	Commissioner Barry Mahler	05/31/2011 12/17/2012 12/02/2014 12/27/2016 11/13/2018 12/07/2020 01/09/2023	12/31/2022 12/31/2024	Wichita County	

No current applicants

**City Council Elects Chair – one year appointment**

## TAX INCREMENT FINANCING DISTRICT, REINVESTMENT ZONE #4

PLACE	NAME	APPOINTED	EXPIRATION	QUALIFICATIONS	DISTRICT
1	Ben Filer, <b>Chair</b>	03/17/2015 11/07/2017 12/03/2019 12/21/2021	12/31/2023	City of Wichita Falls <b>**Waiver Reappoint as Chair</b>	3
2	John Dickinson	03/17/2015 11/07/2017 12/03/2019 12/21/2021	12/31/2023	City of Wichita Falls <b>**Waiver</b>	4
3	Jeff Marion	11/07/2017 12/03/2019 12/21/2021	12/31/2023	City of Wichita Falls	4
4	Andy Lee	12/03/2019 12/15/2020 12/20/2022	12/31/2024	City of Wichita Falls	1
5	Cynthia Laney	03/17/2015 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2024	City of Wichita Falls	4
6	Commissioner Jeff Watts	03/30/2015 11/27/2017 11/25/2019 10/18/2021	12/31/2023	Wichita County	
7	Tony Fidelie, Jr.	03/30/2015 12/27/2016 11/13/2018 12/07/2020 01/09/2023	12/31/2024	Wichita County	

No current applicants

**City Council Elects Chair – one year appointment**

## **WATER RESOURCES COMMISSION**

<i><b>PLACE</b></i>	<i><b>NAME</b></i>	<i><b>APPOINTED</b></i>	<i><b>EXPIRATION</b></i>	<i><b>QUALIFICATIONS</b></i>	<i><b>DISTRICT</b></i>
1	Shane FitzHenry	03/15/2016 11/07/2017 12/03/2019 12/21/2021	12/31/2023	Homebuilding Industry (Comm. Business Rep) <b>**Waiver</b>	1
2	Steve Smith	08/05/2014 12/02/2014 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2024	Industry	4
3	Cheryl Nix	07/07/2020 12/15/2020 12/20/2022	12/31/2024	Education	4
4	Glenn Barham	12/06/216 11/07/2017 12/03/2019 12/21/2021	12/31/2023	At-Large <b>**Waiver</b>	1
5	Richard Milhollon	09/19/2023	12/31/2023	SAFB/Govt Rep.	
6	Tyson Traw	04/07/2015 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2024	Engineer (Water Resources Engineer)	

No current applicants

## WC CWF HEALTH DISTRICT BOARD

<i>PLACE</i>	<i>NAME</i>	<i>APPOINTED</i>	<i>EXPIRATION</i>	<i>QUALIFICATIONS</i>	<i>DISTRICT</i>
1	Paris Ward	11/05/2019 12/21/2021	12/31/2023	At-Large CWF	
2	Nichole Jefferson	12/20/2022	12/31/2024	Registered Nurse CWF	1
3	Dr. Jered Harlan	12/03/2013 12/01/2015 11/07/2017 11/05/2019 12/21/2021	12/31/2023	Practicing Veterinarian CWF <b>**Waiver</b>	
4	Melissa Plowman	11/07/2017 11/05/2019 12/21/2021	12/31/2021 12/31/2023	Restaurant Association CWF <b>**Waiver</b>	4
5	Dr. Keith Williamson	11/04/2014 12/06/2016 12/04/2018 12/15/2020 12/20/2022	12/31/2020 12/31/2022 12/31/2024	Practicing Physician CWF	3
6	Dr. Tonya Egloff	12/03/2018 11/12/2019 10/18/2021	12/31/2021 12/31/2023	Practicing Dentist – County Appointment	
7	Ray Forsythe	10/17/2022	12/31/2024	At-Large County	

Current applicants: Rick Hatcher, Carol Murray, and Rachel Reitan (Nurse Practitioner)



## ZONING BOARD OF ADJUSTMENT

PLACE	NAME	APPOINTED	EXPIRATION	QUALIFICATIONS	DISTRICT
1	Vacant		12/31/2023		
2	Vacant		12/31/2024		
3	Dave Waddell	12/02/2014 12/01/2015 11/07/2017 12/03/2019 12/21/2021	12/31/2023	<b>**Waiver</b>	3
4	Kerry Maroney	12/18/2018 01/05/2021 12/21/2021	12/31/2023	<b>**Waiver</b>	1
5	Tyson Traw, <b>Chair</b>	07/21/2015 12/01/2015 11/07/2017 12/03/2019 12/21/2021	12/31/2023	<b>**Waiver Reappoint as chair</b>	5
6	Jose Garcia	12/18/2018 12/15/2020 12/20/2022	12/31/2024	Alternate 1 <b>**Move to Place 2</b>	2
7	Brady Enlow	07/18/2023	12/31/2024	Alternate 2	4
8	Vacant		12/31/2024	Alternate 3	
9	Rick Hernandez	12/21/2021	12/31/2023	Alternate 4 <b>**Move to Place 1</b>	
10	Mark McBurnett	01/19/2016 11/17/2017 12/03/2019 12/21/2021	12/31/2023	SAFB Non-Voting Ex Officio	

Current applicant: Richard Milhollon (SAFB Ex Officio)

**City Council Elects Chair – 2 year term**