City of Wichita Falls
City Council Agenda

Tim Short, Mayor
Austin Cobb, At Large
Whitney Flack, District 1
Robert Brooks, District 2
Jeff Browning, Mayor Pro Tem/District 3
Mike Battaglino, District 4
Tom Taylor, District 5

James McKechnie, Interim City Manager
Kinley Hegglund, City Attorney
Marie Balthrop, City Clerk

Notice Of Regular Meeting Of The Mayor And City Council Of The City Of Wichita Falls, Texas, To Be Held At The MPEC, 1000 Fifth Street, Hayley Eye Clinic Seminar Room, Tuesday, March 4, 2025, 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)**

Item #

1. Call to Order

2. (a) Invocation: Reverend John McLarty
   First United Methodist Church

   (b) Pledge of Allegiance

3. Presentations

   (a) Proclamation – Employee of the Month, Jared Burchett, Fire Department

   (b) Proclamation – Meals on Wheels Month, Meals on Wheels Wichita County

   (c) Presentation – Texas Association of City & County Health Officials (TACCHO) Education Through Innovation Award, Wichita Falls Health Department

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 February 18, 2025, Regular Meeting of the Mayor and City Council.

6. Receive Minutes

   (a) Public Safety Facility Committee, December 19, 2024

   (b) Landmark Commission, January 28, 2025

   (c) Central Wichita Falls Neighborhood Revitalization Committee, February 4, 2025

REGULAR AGENDA

7. Ordinances

   (a) Ordinance appropriating $90,000 of grant funds pursuant to the Texas Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025, SB 224 Catalytic Converter Grant Program, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds

   (b) Ordinance appropriating $34,017.00 of grant funds pursuant to the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds

8. Other Council Matters

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

9. 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, the City Manager).

   (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, economic development update).

10. Adjourn

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

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

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at the Wichita Falls Public Library, Wichita Falls, Texas on the 26th day of February, 2025 at 3:00 o'clock p.m.

_____
Deputy City Clerk

CITY COUNCIL AGENDA
March 4, 2025

ITEM/SUBJECT: Employee of the Month

INITIATING DEPT: Fire Department

NAME: Jared Burchett

DEPARTMENT: Fire

HIRE DATE: 8/27/2007

PRESENT POSITION: Fire Lieutenant

COMMENTARY: Presentation of the Employee of the Month Award (plaque, letter of appreciation, gift card for dinner at a local restaurant, and a check for $200).

☒ **Director of Human Resources**

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **Interim City Manager Approval**

City of Wichita Falls
City Council Meeting
Minutes
February 18, 2025

Item 1 - Call to Order

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

Tim Short	-	Mayor
Austin Cobb	-	At-Large
Whitney Flack	-	District 1
Robert Brooks	-	District 2
Jeff Browning	-	District 3
Mike Battaglino	-	District 4
Tom Taylor	-	District 5
James McKechnie	-	Interim City Manager
Kinley Hegglund	-	City Attorney
Marie Balthrop	-	City Clerk

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

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Item 2a – Invocation

Reverend Al Easterling, St. Mark's Global Methodist 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 3 – Comments from Citizens

Jana Lovely, 2404 Clarinda Ave., discussed Black History Month and various inventions created by Black Americans. She encouraged individuals to visit theblackinventionsmuseum.org to see a full list of inventions. She discussed the broad spectrum of areas where Black Americans have contributed to our community and American society, encouraged everyone to visit the library, and suggested three books for everyone to read regarding black history.

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Item 4-5 – Consent Items

James McKechnie, Interim City Manager, gave a briefing on the items listed under the Consent Agenda.

Moved by Councilor Browning to approve the consent agenda.

The motion was seconded by Councilor Battaglino and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

Item 4 – Approval of the minutes of the Mayor and City Council

(a) February 4, 2025 Regular Meeting

(b) February 6, 2025 Special Meeting

Item 5 – Receive Minutes

(a) Water Resources Committee, January 18, 2024

(b) Water Resources Committee, March 20, 2024

(c) Employee Benefits Trust Board, April 8, 2024

(d) Employee Benefits Trust Board, April 22, 2024

(e) Water Resources Committee, May 31, 2024

(f) Employee Benefits Trust Board, August 7, 2024

(g) Employee Benefits Trust Board, September 16, 2024

(h) Employee Benefits Trust Board, September 16, 2024

(i) MPO Transportation Policy Committee, October 30, 2024

(j) Landmark Commission, December 17, 2024

(k) Lake Wichita Revitalization Committee, January 14, 2025

(l) Central Wichita Falls Neighborhood Revitalization Committee, January 21, 2025

Item 6a – Resolution 16-2025

Resolution authorizing the Interim City Manager to execute and grant a 20' x 200' Easement and Right of Way to Oncor Electric Delivery Company, LLC as depicted on the attached "EXHIBIT "A" across City-owned property located in All of Blk 238, Original Town, Wichita Falls, Wichita County, Texas

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Item 7a – Resolution 17-2025

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

No action was taken because the applicant had withdrawn their project application.

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Item 7b – Resolution 18-2025

Resolution authorizing the City Manager to grant a one-year extension of the existing contract with American Medical Response Ambulance Service, Inc. (AMR).

Moved by Councilor Browning to approve Resolution 18-2025.

The motion was seconded by Councilor Battaglino and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7c – Resolution 19-2025

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

Moved by Councilor Battaglino to approve Resolution 19-2025.

The motion was seconded by Councilor Browning and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7d – Resolution 20-2025

Resolution authorizing the City of Wichita Falls' continued participation with the Oncor Cities Steering Committee (OCSC); and authorizing the payment of eleven cents per capita to the Oncor Cities Steering Committee to fund regulatory and Legal Proceedings and Activities Related to Oncor Electric Delivery Company, LLC.

Moved by Councilor Battaglino to approve Resolution 20-2025.

The motion was seconded by Councilor Taylor and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7e – Resolution 21-2025

Resolution placing into effect Chapter 174 of the Texas Local Government Code, the Fire and Police Employee Relations Act, effective April 1, 2025.

Moved by Councilor Battaglino to approve Resolution 21-2025.

The motion was seconded by Councilor Browning and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7f – Resolution 22-2025

Resolution authorizing the City Manager to execute a new Potable Water Purchase Contract with the Wichita Valley Water Supply Corporation.

Moved by Councilor Battaglino to approve Resolution 22-2025.

The motion was seconded by Councilor Taylor and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7g – Resolution 23-2025

Resolution authorizing the City Manager to execute a Memorandum of Understanding with the Wichita Valley Water Supply Corporation for the design, construction, and operation of a new water main.

Moved by Councilor Battaglino to approve Resolution 23-2025.

The motion was seconded by Councilor Taylor and, with no comments or questions from the public, carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7h – Resolution 24-2025

Resolution authorizing the City Manager to award bid and contract for the 2025 Crack Seal Project to Holbrook Asphalt, LLC, in the amount of $229,141.26.

Moved by Councilor Battaglino to approve Resolution 24-2025.

The motion was seconded by Councilor Taylor.

Rickey Lowe, 212 Farris Street, asked if District 2 would be included and about the schedule. Russell Schreiber, Director of Public Works, said District 2 is included, discussed the map included in the agenda item, and that the schedule will be determined with the contractor. Mr. Lowe discussed recent work on potholes and expressed his appreciation for this work.

The motion was carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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The City Council adjourned into Executive Session at 8:53 a.m. in accordance with Texas Government Code §551.072.

Mayor Short reconvened the meeting in open session at 9:30 a.m. and announced that no votes or polls were taken.

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Item 7i – Resolution 25-2025

Resolution setting the rates at Lake Arrowhead and Lake Kickapoo for leases of City-owned property.

Moved by Councilor Battaglino to approve Resolution 25-2025.

The motion was seconded by Councilor Taylor.

Pat Hoffman, Property Administrator, discussed the new generation leases that allow an increase in lease rates every five years with a thirty percent cap and stated that this item was tabled in 2024 for further consideration. Appraisals were completed in 2024 to

determine market rates, and staff recommends the proposed lease rates for Lake Kickapoo be increased by ten percent, which brings the lease rate to market value, and by thirty percent at Lake Arrowhead, which will still be below market value. There was a brief discussion regarding appraisals currently being completed on a representative sample of lots by an appraiser from Abilene, who has experience appraising leased lots on lakes. These appraisals will be completed within the next sixty days, but in order to meet the ninety-day notice period for increases in leases renewing in July and September, action must be taken today. It was noted that if a lot is sold, by law, the City must have a third-party appraisal and sell the land at market value as determined by the independent appraiser.

Lisa McLachlan, 266 Cherokee Trail, Lake Arrowhead, discussed the language on her new generation lease that states leases can be raised in 2019, 2024, and at the end of each 5-year period thereafter. Since rate increases were considered in 2024, but not implemented, she believes that the next appropriate time to consider rate increases would be in 2029. She requested that the Council not take any action today and revisit this item in 2029. She feels that acting now would set a bad precedent and stated that postponing increases was not addressed in the contract. She discussed concerns with the timing of appraisals for possible future purchases, and the timing of the lease increases.

Mayor Short discussed how the Council is not tied to a specific date but that rates can only be raised every five years. Kinley Hegglund, City Attorney, stated that he has reviewed the lease and that the City has the right to increase rent. He feels that raising rates today is not in violation of the contract, and rates cannot be raised for five years after an increase. Ms. McLachlan stated that she wanted to be on record as disagreeing.

Stacy Darnell, 6785 FM 2606, Henrietta, spoke against raising the lease rates and agreed with previous statements made by Ms. McLachlan, and discussed the minimum services they receive and the lack of representation on the City Council. Ms. Darnell discussed a fire close to her lake home, and the response from volunteer fire departments with no help from the Wichita Falls Fire Department. She pays more in her lease fee than property taxes and receives no first responder services or utilities and only a few parks that are minimally maintained. She understands that they were deannexed years ago at the request of previous residents and does not want to be annexed, but she asked that lease rates remain commensurate with the services received. She discussed revenues generated by leases and feels revenues generated more than cover services received. She asked the council not to increase rates but to move forward with allowing the purchase of the lots.

Mayor Short stated that the City is the landlord and discussed their responsibility to treat this asset as a for-profit business for the citizens of Wichita Falls. There was a brief discussion regarding the lease being in addition to taxes paid to Clay County, how Clay County should provide services as the taxing entity, previous meetings where the responsibilities of both parties were discussed, and how the City is moving forward with the possibility of allowing the purchase of lake lots. Ms. Darnell acknowledged that she

did not expect the Wichita Falls Fire Department to respond in Lake Arrowhead, but the local volunteer fire department does not receive any support from Wichita Falls.

Tim Sheppard,167 Blackfoot Trail, discussed how expenses had not changed and asked why leases needed to be increased when there was no shortfall in revenue to cover services provided. He asked where the extra money went and asked that the Council not pass this resolution. Mayor Short stated that revenues go to the General Fund.

The motion was carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 7j – Resolution 26-2025

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 $4,000 to Hotter'n Hell Hundred (HHH) to purchase a new start line arch for use by HHH and other community events.

Moved by Councilor Browning to approve Resolution 26-2025.

The motion was seconded by Councilor Cobb.

David Coleman, 3719 Cedar Elm Lane, Chairman of Hotter 'N Hell, discussed replacing the inflatable start line arch used for smaller events with a scaffold-style start line arch that will allow advertising banners to be displayed. He discussed the reduction in revenues and increased expenses and how Hotter 'N Hell and other events bring tourism revenue to the City. This arch will be received in time for Thor and will be used for other various community events.

The motion was carried by the following vote:

Ayes: Mayor Short, Councilors Battaglino, Brooks, Browning, Cobb, Flack, and Taylor.

Nays: None

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Item 8a(i) – Staff Reports – Annual Castaway Cove Update – Blake Jurecek and Jimmy Holmes

Blake Jurecek introduced Steve Vaughn and Jimmy Holmes with H Two Management. Mr. Holmes gave a presentation on the 2024 season, discussed the twenty years Castaway Cove has served the community, and the celebrations and merchandise created for this milestone. He discussed new amenities added to the park to expand food choices, new cabanas, the expanded tropical bar menu, and added games. He discussed how revenues were slightly less than last year, strategies to boost revenues, the new multi-lane mat racer named the Riptide Racer, and their growth focus initiatives and retail strategies. He stated internally their focus will be on management training and team building to help grow and retain employees and discussed the grand opening planned for the Riptide Racer.

Councilor Battaglino asked about Pirate's Plunge, and Steve Vaughn discussed repairs that have been made.

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Item 8a(ii) – FY 2026 Budget Outlook and Calendar (Stephen Calvert, Director of Finance/CFO)

Mr. Calvert presented an overview of the budget outlook and calendar and the expanded opportunities for Council and public input. He discussed the current economic environment and the Municipal Cost Index (MCI), which had a minimal increase, the minimal increase in property tax values, and reduced interest rates on investments. Mr. Calvert discussed the current financial position, which has healthy reserves for both major and designated funds, low levels of tax-supported debt, and debt rolling off in the near future, which allows for opportunities to invest in various capital projects. There was a brief discussion regarding the proposed capital investments and how current debt is funded. Councilor Taylor asked to include funding for sidewalk gaps and neighborhood cleanup initiatives in blighted areas. Councilor Battaglino discussed tree trimming and preventative maintenance and asked for more focus in this area to ensure the best use of the equipment we have. Mr. Calvert discussed the capital improvements in various funds, recommendations for projects within those funds, and how project decisions are made. Mr. Schreiber discussed the need to complete the Water Master Plan, the number of open cuts, and the need to possibly add an additional crew or privatize these repairs when appropriate. Mr. Calvert discussed current year revenues, property tax revenue caps, and the goal to rely minimally on property tax and maximize all other revenue sources. There was a brief discussion regarding franchise taxes and sales tax having a negative growth rate and expenses, which are largely for personnel services. Mr. Calvert asked for the Council to provide input for priorities and changes for the FY26 budget. There was a brief discussion regarding the favorable position of the current budget, the need to ensure current year budgeted projects are completed, and the various ongoing facility improvement projects.

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

Councilor Cobb attended Dancing for the Stars and watched Councilor Battaglino and his wife dance, and thanked the staff for a great event. He expressed his thanks to Dr. Lee for the opportunity to participate in Principal for the Day, stated another Principal for the Day event is coming up, and encouraged citizens to participate.

Councilor Brooks thanked everyone who attended the event at Spudder Park, and thanked everyone with the Street Department, and expressed his appreciation for the pothole repairs.

Councilor Flack gave a shout-out to Cunningham Elementary, where she participated in Principal for the Day. She asked that, as temperatures are dropping, we reach out to people, donate resources, and get people to shelters when possible.

Councilor Taylor thanked the Health Department for handling recent animal control issues and encouraged everyone to be safe and drive safely during the upcoming winter weather. He asked that sidewalk gaps, cleanup, and the Parks Master Plan be considered while preparing for the next budget.

Councilor Battaglino thanked Terry Points for his four decades of service and Councilor Cobb for agreeing to dance for 2026 Dancing for the Stars. He stated that his wife Crystal won the Mirror Ball for raising the most money and will be a judge next year. Over $130,000 was raised and it was a privilege to be a part of the event. He enjoyed participating as Principal for a day at Memorial High School, stated Downtown Bingo is still going on, encouraged everyone to get their bingo card, and encouraged attendance on Saturday at Lorelei Mitchell's Eagle Scout ceremony at the Thomas Fowler American Legion Post 169 at 3:00 p.m.

Mayor Short discussed the National Prayer Breakfast at Sheppard Air Force Base tomorrow and recognized Terry Points, Garry Capron, and Chief Donald Hughes for their retirements and thanked each of them for their dedicated service.

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Item 9 – Executive Session

No additional executive session was held.

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Item 10 – Adjourn

Mayor Short adjourned the meeting at 11:51 a.m.

PASSED AND APPROVED this 4th day of March 2025.

_____
Tim Short, Mayor

ATTEST:

_____
Marie Balthrop, TRMC, MMC
City Clerk

MEETING AGENDA & NOTES

Project: Public Safety Assessment Committee

Job No: 23023 Date: December 19, 2024

Location: MPEC Room 6

City of Wichita Falls – Public Safety Assessment

PSA Committee Meeting #4

1. Call to Order
   a. Chair Mike Battaglino called the meeting to order at 1:00 PM.

2. Committee Member Introductions

Present:

Chair: Mike Battaglino, City Councilor
Bobby Whiteley, City Councilor
Michael Smith
Blake Jurecek, Assistant City Manager
Derek Brown, IT/Facilities Manager
Manuel Borrego, Chief of Police
Reno Gustafson, Public Member
Stephen Calvert, Chief Financial Officer
Tyler Methvin, Public Member
Tanner Wachsman, Public Member
Carol Murray, Public Member
Dave Clark, Public Member
Al Vitolo, Fire Dept./IAFF
Kevin Folmar, Police Dept.
Murphy Davis, Jr., Sentry Management, Inc.

Design Team:

Gina Irwin, BSW
Don Greer, BSW
Steve Wood, BYSP Architects

Absent:

Donald Hughes, Fire Chief
Ford Swanson, Public Member

3. Minutes Approved

4. Gina Irwin presentation on revised cost schedule
   a. Discussed cost schedule and timelines of possible May 2025 or November 2025 bond.
   b. Explained corrections in projected costs.

5. Stephen Calvert presentation on public safety facility financing
   a. Potential funding sources: Reserves, grant funding, tax supported bonds.
   b. Debt Financing: Advantages of borrow for PSF
   c. Presented levels of support of tax supported debt of other cities.
   d. Presented maturing tax supported debt for 2025 and 2026.
   e. Presented servicing needs for different amounts borrowed.
   f. Presented different debt elections in Texas since 2024 and their success rate.
   g. Discussed different timelines for targeted election dates.

h. Discussed examples of funding scenarios.

6. ACM Blake Jurecek and Chair Mike Battaglino led discussion on next steps.
   a. Discussed meeting with the 4B board and community foundations regarding funding.
   b. Discussed consulting firm for marketing.
   c. Councilor Bobby Whiteley explained previous bond election for PSF did not have a similar committee or approach.

7. Other Business Matter
   a. No new business.

8. Adjournment
   Meeting was adjourned by Chair Battaglino at 2:11 PM.

Next Meeting: February 20, 2025

Secretary: Tyler Methvin

Committee Chair: _____
Michael Battaglino

LANDMARK COMMISSION
MINUTES
January 28, 2025

MEMBERS PRESENT:

Christy Graham	■ Chairperson
John Dickinson	■ Member
Jordan Dixon	■ Member
Bill Enlow	■ Member
Dr. Dawn Ferrell, Maj. Gen. (retired)	■ Member
Joel Hartmangruber	■ Vice-Chair
Janel Ponder Smith	■ Member
John Yates	■ Member
Terry Floyd, Development Services Director	■ City Staff
Monica Aguon, Senior Assistant City Attorney	■ City Staff
Karen Montgomery-Gagné, Principal Planner/HPO	■ City Staff
Robin Marshall, Admin. Assistant	■ City Staff

ABSENT:

Noros Martin	■ Member

GUESTS:

Mr. Robert James - Applicant
Sarah Olsen – President, West Floral Heights Neighborhood Association

I. Call to Order, Introductions and Welcome:

Vice-Chair Christy Graham called the meeting to order at 12:04p.m.
Ms. Graham did introductions of all Commission members, and guests attending.

II. Election of Landmark Commission 2025 Chairperson & Vice-Chairman:

a.) Open nominations for Chairperson

Mr. Joel Hartmangruber nominated Ms. Christy Graham as 2025 Chairperson.
Ms. Janel Ponder Smith seconded the nomination.
No other nominations were made.
Ms. Graham took the motion of electing Christy Graham as Chairperson for 2025 to a vote, and it passed 8-0.

b.) Open Nominations for Vice-Chair

Chairperson Graham asked Mr. John Dickinson if he would accept a nomination as Vice-Chair, and he declined.

Ms. Janel Ponder Smith was then asked if she would accept the nomination for the position, and she declined as well, due to a conflict of interest being Chair of the Volunteer West Floral Heights Design Review Committee.
Chairperson Graham then nominated Joel Hartmangruber and made the motion he be elected as Vice-Chair for 2025. Ms. Ponder Smith seconded the motion Chairperson Graham took the motion to vote, and it passed 8-0.

III. Review & Approval of Minutes from: December 17, 2024:

Chairperson Graham called for review and approval of the December 17, 2024 Landmark Commission meeting minutes. Ms. Janel Ponder Smith made a motion to approve the minutes as presented, Mr. Bill Enlow seconded the motion. Minutes were unanimously approved 8-0.

IV. Regular Agenda:

1) Action Item: Design Review – 1309 Buchanan

Request authorization to demolish a rear, detached garage/shed that was previously dismantled void of permitting.

District – West Floral Heights
Applicant – Robert James

Karen Montgomery-Gagné presented the case and stated it was brought to staff's attention in December through a complaint to the planning office. Property is at the corner of Avenue D and Buchanan, and immediately south of former Buchanan Terrace apartments that was torn down years ago as a result of life, health and safety concerns. The house at 1309 is contributing to the historical character of the district, and its craftsman style is very typical of the West Floral Heights District. Ms. Montgomery-Gagné pointed out, using photos, the house has a very low-pitch roof, typical with the front columns, and a combination of masonry and wood. She stated that it is a one-story frame house with exposed beams and traditional rafter tails. In the inventory photos, she pointed out the condition of the rear garage from 2004-2019.
Ms. Montgomery-Gagné explained that every 5-6 years staff takes inventory photos of all designated historic properties, so over time alterations are documented to these historically designated properties - approved or not approved. She stated alterations that are considered before the commission include anything visible from the public right of way, and alleys are considered a public right of way. She showed the condition of the shed/garage, through inventory pictures taken in 2013. The exact date of construction is not known, but she feels it is much older than 1992. But as far as documentation, the appraisal district has listed 1992. Moving forward, staff noted a noticeable change can be seen in 2019. In six years more deterioration of the rear shed is visible; a lot of boards missing, holes are prevalent, and there are concerns of the roof condition. She then

showed a photo taken from Buchanan, and the shed was in poor condition. The final photo is what staff found based on the complaint received in December. When a complaint is received, staff are obligated to investigate. Building inspectors went out but a stop work order was not issued because the shed/garage was already essentially on the ground with a few supports sticking through. The owner and their contractor cleaned up a lot of the debris scattered about when it was pulled down by a vehicle/tow-bar. At that time, there were essentially no permits on the house, and it had not come before the Landmark Commission for consideration. More photos were referenced taken from the alley, Buchanan and Avenue D for the Commission with the partial structure on the ground. Ms. Montgomery-Gagné reminded Commissioners the alley is considered public right of way and visible alterations are subject to design review standards.

Ms. Montgomery-Gagné explained for new members on the Commission when you start to review a case and consider what is an appropriate alteration, refer to the City's Design Review Guidelines along with the Department of the Interior, Secretary of the Interior Standards for Rehabilitation regarding preservation, rehabilitation or appropriate substitute materials if a replacement or new construction is being proposed. Staff noted demolition is the last resort and has limited reference in most guidelines. Ideally as a preservation board you are trying to preserve, trying to rehab, or trying to restore deteriorated or missing historic/architectural elements. If that's not possible, the fourth option is reconstruction. Demolition is not really referenced because that's the very final stage. One thing our design guidelines notate, is designated historic structures should not become in a state of serious disrepair and lack routine maintenance. However, we know that is not always the case. There are buildings that are in need of maintenance repair all over the city. Unfortunately, in this case, the owner/applicant was a few steps ahead of the process by pulling down a structure in a historic district prior to seeking approval/permitting. We are not aware of this shed/garage being tagged by Code Enforcement because if buildings get to the point of being considered a life, health, and safety concern, they go through a lengthy process and city council public hearing for demolition. This structure was not on the list for future demolition. However, it does not mean that it was not in a state of disrepair which raises a question of whether it could have been rehabilitated before the owner moved directly to demolition. Unfortunately, we don't have a documented construction date for the rear structure to determine if rehab was a viable option. We can determine it was wood frame based on components on site and there were exposed rafter tails. Staff does not believe it met the 50-year age category, minimum criteria by National Register Standards utilized by most cities, for being historic. However, it does not appear to have had any unique architectural, cultural, or engineering characteristics. The primary structure (house) makes this property character defining within the block/district.

When we look to the City's design guidelines, how does that direct us on dealing with this demolition request. Staff referenced the meeting packet along with page 7 of the design review guidelines - *no historically designated property or structure shall be permitted to remain in a serious state of disrepair*. That section has caused some concern with historic property owners regarding the level of 'review' that the Chief Building Official and Historic Preservation Officer will take regarding routine inspections and trying to ensure historic properties are not falling into disrepair. The guidelines do provide basic guidelines on garages as they are the most common accessory structure in historic districts. Staff mentioned for Commissioners, it's important to always remember the steps in dealing with alterations and that demolition is not one of those – as previously stated, it's the last resort. During research for this case preparation, staff stated it's really related to a larger rehabilitation program and what is acceptable. If you look at standards for a Historic Preservation Tax Credit project and demolition is a focused part of that reconstruction/rehabilitation, really address three key points.

1) Is the item outside of the period of significance for the property?
   Garage - yes, it's certainly not as old as the house but we cannot document the exact date of construction.
2) Is the garage so deteriorated or altered that its integrity is irretrievably lost?
   Potentially, in this case the majority of the original materials were removed. If the garage were being reconstructed it would be a different scenario. In this case, the applicant owner is not wanting to rebuild at this time.
3) Is the garage secondary, and also lacks architectural, archeological, or engineering unique features that make it significant?
   Yes, the detached garage is secondary and does not appear to have had those unique characteristics.

These are the key points staff wanted to share as each of you move forward as a commission to deliberate the case and consider if the demolition should move forward since we're already missing the majority of the structure, and if the owner will be allowed to obtain a demolition permit.

Chairman Graham asked the applicant if he had anything else to present to the Commission. Mr. James stated that Ms. Montgomery-Gagné seemed to cover everything. He did add there was a bad rat infestation, and neighbors were happy the rats will no longer remain nor the old structure. He also questioned why this run down shed/garage had not been addressed by Code before this, since it had been in disrepair for years before he purchased the property in October 2024.

Chairperson Graham opened the floor to public comment. There were no comments made by the public. Chairperson Graham then opened discussions to the Commission. There were none.

Chairperson Graham agreed with the applicant that she wouldn't want that structure nearby, and said it had become a health and safety issue within the historic district. Chairperson Graham introduced a motion to authorize the design review application requesting to complete a demolition of a partially dismantled rear, accessory structure based on there being no identified unique architectural, cultural, historic or engineering characteristics. Ms. Ponder Smith seconded the motion. Chairperson Graham took the motion to a vote and was unanimously approved 8-0.

Mr. James asked if there were any restrictions on exterior paint colors. The Commission told him there are no restrictions on paint color, and recommended Sherwin Williams has a historical color palette on file and will be a good point of reference.

V. Other Business:

Downtown Depot Square Report: Chairperson Graham reported that Backdoor Theatre finished paving their rear parking lot. She also announced various theatre shows being presented by Backdoor Theatre and the Wichita Theatre during February and encouraged people to attend.

There is progress on the building at 615 7th Street; they have it encapsulated, doors up along with the roof. Chairperson Graham highlighted the MLK parade went well. The Saint Patrick's Day celebration will be March 15th.

Ms. Montgomery-Gagné informed members that staff reached out to Backdoor Theatre staff regarding alterations on site in the Depot District. And they now have a better understanding of requirements being in a historical district. Being fairly new staff members at the theatre, they weren't informed or aware of requirements but understand and appreciate maintaining the architectural/historical aspect of their property.

West Floral Heights District Report: Ms. Ponder Smith informed the Commission the Association doesn't have every office filled yet, but are organizing the 501C3 non-profit. The Association goals in 2025 are to reactivate as it's the 20th anniversary of the district.

Updates – 1601 Tilden: Ms. Montgomery-Gagné informed the Commission of new owners, as of Dec. 6th, and as soon as they took ownership began modifications. Staff spoke with new owners and showed them the prior proposal for a tubular metal carport in the front yard submitted by previous owners. New owners stated they had no intention of moving forward with the previous owner's plans. They will be making some interior modifications, and plan to restore historic landscaping based on 1940s photos. There was a staff administrative review for the fence (other business agenda: administrative update), as it was relocated, and moved forward so the concrete slab is not visible. However, fence is behind the front setback area in accordance with design standards.

1401 Tilden: Another case, which hopefully will come before the Commission next month, is 1401 Tilden. An inspector found a carport, concrete slab and new fencing added at this location. Ms. Montgomery-Gagné presented photos of the property, starting with inventory photos from 2013 prior to illegal alterations. This is a 1970's style ranch home. She pointed out the side yard was altered from the side driveway eastward with new concrete slab, a large carport frame (approx. 9.5ft height) installed that is in the exterior side setback. Not only are there setback issues, but work all done without permits by a non-registered, non-bonded contractor, which is not good for the homeowner because they don't have any recourse through the contractor's bond. An alternate bonded contractor contacted staff and is working with owners to rectify issues. We are waiting for the completed application and will reach out to Marant Construction to check on status.

It was questioned why this house was considered historical if it was built in the '70's. Ms. Montgomery-Gagné explained that while this particular house is noncontributing because it didn't meet the minimum of 50 years at time of designation (2005), it is in the designated district and as time goes by, it will meet that minimum and hopefully become contributing based on its era/design. Since it is in the district, it still has to meet the Commission design standards; whatever the owner does to the home has an impact on the entire neighborhood, and the block. Over time, accumulated alterations can have a very negative impact on the overall character of the entire district. She then cited some examples, and it was explained when this district was created, the owners had the choice to be in the district or request an exemption from city council. At district creation, there were about 16 properties exempted with provision as they were sold, conveyed or transferred ownership they would revert to being part of the district and subject to design guidelines; we currently only have five or six exempt properties. The exemption does not transfer with new ownership.

National Register Property Updates: Chairperson Graham mentioned that 303 Morningside is in the Morningside District which is a National Registered Historic District. Ms. Montgomery-Gagné informed new Commission members Wichita Falls is a Certified Local Government, a CLG designated community by the Texas Historical Commission (THC). That means we have met the minimum standards to have a designation with our Historic Preservation Ordinance and the design standards, so we have some level of review for alterations. Morningside being a National Registered District and not a Wichita Falls designated district, the local design guidelines do not apply except for one individual landmark. One of the things that's a little complicated is that as a CLG city has the responsibility to provide the state with updates on alterations to National Register properties or county courthouses. As our way of trying to address that requirement is listing all permits issued for alterations to National Register properties on the publicly posted Commission agendas. It provides an opportunity to have a timestamp throughout

the year of permits issued to designated properties not subject to design standards that must be reported in an annual report to THC. In other words, if somebody chooses to replace all their original old growth wood windows with vinyl windows (not an approved material by the state or our city design guidelines) in a National Register Historic District, we don't have the ability to deny an inappropriate alteration. Staff can recommend that an owner use acceptable alternative materials and not vinyl but they can proceed with obtaining necessary permits. We keep records of these changes for state reporting. I don't know at what point the Department of the Interior, or the State, can reassess a National Register of Historic Places District or property indicating cumulatively to many inappropriate alterations therefore your designation is removed. That question has come up before and we have not been able to obtain a clear answer from THC's National Register Division. Hence, the reason to document permits issued for alterations.
The situation at 303 Morningside was an 11-month process of trying to get them squared away with permits after work conducted void of building permits or framing inspections. Issue brought to staff attention via email complaint which is typical for many of these illegal projects. Many issues are brought to staff's attention from the Volunteer Design Review Committee for issues in West Floral Heights Historic District. This group of volunteers is chaired by Commissioner Ponder Smith and appointed by the Landmark Commission. The committee provides a point of contact for both residents and city staff. Often when something like this comes to our attention, it's because one of those members emailed questions. Technically, anybody can email and question work being conducted if they don't see a visible building permit. As stated, design guidelines don't apply in Morningside except for one city designated landmark but they still need to be in compliance with Building/Fire Codes, etc. Staff can then document 'permittable' alterations so THC is aware that Wichita Falls is meeting our due diligence as a CLG community reporting changes to National Register designated properties. Ms. Montgomery-Gagné provided photos of the building pre/post alteration with the eyebrow pergola from Jan. 2024 and contractor finally obtained outstanding permit in Dec. 2024.

Webinars/Periodicals: Staff informed of an upcoming webinar (*Importance of Historic Resource Surveys*) available at no charge on Jan 30. This, and other informative webinars, are provided to the Commissioners at no charge through the City's membership to the National Alliance of Preservation Commissions.

VI. Adjourn:

Chairperson Graham adjourned the meeting at 1:00pm.
Chairperson Graham stated the next scheduled meeting will be February 25th, 12:00 pm.

Christy Graham
Ms. Christy Graham, Chairperson

2-25-2025
Date

M I N U T E S

Central Wichita Falls Neighborhood Revitalization Committee

February 4, 2025

PRESENT:

Wendy Browder	◆ Vice Chair
Larry Fox	◆ Member
Jose Garcia	◆ Member
Mike Mitchell	◆ Chairman
Nadia Menchaca	◆ WFAAC Liaison
Terry Floyd, Development Services Director	◆ City Staff
Fabian Medellin, Planning Manager	◆ City Staff
Christal Cates, Neighborhood Revitalization Coordinator	◆ City Staff
Ashley Sisk, Bike Friendly WF Coordinator	◆ City Staff

ABSENT:

Councilor Robert Brooks	◆ Councilor
Councilor Whitney Flack	◆ Councilor
Andrea Robles	◆ Member
Ann Arnold-Ogden	◆ Member

GUEST:

Doug McCulloch, Planning & Zoning Commissioner	◆ Guest
Heather Langford	◆ Guest
Jack Browne	◆ Guest

**It is noted Chairman Mitchell entered the meeting at 1:43 p.m.*

I. CALL TO ORDER

Vice Chairwoman Wendy Browder called the meeting to order at 1:35 p.m.

II. PUBLIC COMMENTS

Vice Chairwoman Browder asked if any members of the public wished to speak. No comments from the public were heard.

III. ADOPTION OF THE MINUTES

Vice Chair Browder asked if there were any public comments regarding the minutes. With no comments, Committee member, Mr. Larry Fox made a motion to approve the minutes from January 21st, 2025, as presented. Mr. Jose Garcia seconded. The motion passed unanimously, 3-0.

IV. REGULAR AGENDA

1. Introduction of Bike Friendly Wichita Falls Coordinator – Ashley Sisk

Vice Chairwoman Browder introduced Ms. Ashley Sisk as the new Bike Friendly Wichita Falls Coordinator. Ms. Sisk provided the Committee with her duties and background on Wichita Falls being awarded the Bronze in Bike Friendly Cities and a goal of attaining higher recognition in the future. Ms. Sisk advised of City Council-recommended initiatives as well as current bike audits throughout the city and in the revitalization area.

2. Consider taking action to recommend zoning amendments within the Central Wichita Falls Neighborhood Revitalization Area as an element of the neighborhood plan

Chairman Michael Mitchell briefly reviewed the topics from the previous meeting discussions regarding recommended zoning amendments.

A. Eliminate parking requirements for all non-residential uses

Chairman Mitchell called for a motion to approve the recommendation to eliminate parking requirements for all non-residential uses. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

B. Eliminate the 10,000sf. Minimum lot size requirements for Accessory Dwelling Unit (ADU)

Chairman Mitchell called for a motion to approve the recommendation to eliminate the 10,000sf. minimum lot size requirements for accessory dwelling units (ADU's). Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

C. Require 1 parking stall for Accessory Dwelling Units (ADU's)

Chairman Mitchell called for a motion to approve the recommendation to require one (1) parking stall for accessory dwelling units (ADU's). Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

D. Allow for alternative paving material, e.g., gravel, for accessory dwelling unit parking requirements

Chairman Mitchell called for a motion to approve the recommendation to allow for alternative paving material, e.g., gravel, for accessory dwelling unit parking requirements. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

E. Amend setback requirements to both residential and nonresidential uses fitting with the current built environment to allow for the expansion of developable area

Chairman Mitchell called for a motion to approve the recommendation to amend setback requirements to both residential and nonresidential uses fitting with the current built environment to allow for the expansion of developable area. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. Chairman Mitchell asked if the wording of the recommendation should be more specific in nature or if it was meant to be open. Staff advised the recommendation was meant to be broad and the verbiage would be more specific at a later date. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

F. Extend the General Commercial (GC) zoning district that is currently Limited Commercial (LC) zoning district on 9th and 10th Street, from Polk Street to Kemp Boulevard

Chairman Mitchell called for a motion to approve the recommendation to extend the General Commercial (GC) zoning district that is currently Limited Commercial (LC) zoning district on 9th and 10th Street, from Polk Street to Kemp Boulevard. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

G. Extend Limited Commercial (LC) zoning to cover the gaps currently zoned Single Family-2 (SF-2) Residential on the west side of Harrison Street from Avenue C to Avenue F

Chairman Mitchell called for a motion to approve the recommendation to extend Limited Commercial (LC) zoning to cover the gaps currently zoned Single Family-2 (SF-2) Residential on the west side of Harrison Street from Avenue C to Avenue F. Mr. Larry Fox made a motion, and Vice Chairwoman Browder

seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

H. Extend Limited Commercial (LC) zoning to cover the gaps currently zoned Single Family-2 (SF-2) Residential on both sides of Monroe Street from Avenue E to Avenue H

Chairman Mitchell called for a motion to approve the recommendation to extend Limited Commercial (LC) zoning to cover the gaps currently zoned Single Family-2 (SF-2) Residential on both sides of Monroe Street from Avenue E to Avenue H. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

I. Rezone the Commercial Corridor (CC) zoning district to General Commercial (GC) zoning district

Chairman Mitchell called for a motion to approve the recommendation to rezone the Commercial Corridor (CC) zoning district to General Commercial (GC) zoning district. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. With no comments from the public, Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

J. Extend the Limited Commercial (LC) zoning district along the east side of Kemp Boulevard from 8th Street to Seymour Highway

Chairman Mitchell called for a motion to approve the recommendation to extend the Limited Commercial (LC) zoning district along the east side of Kemp Boulevard from 8th Street to Seymour Highway. Mr. Larry Fox made a motion, and Vice Chairwoman Browder seconded the motion. Chairman Mitchell asked for any comments from the public. Mr. Jack Browne asked what the benefit was in rezoning the area specified. Staff advised the rezoning would fill in the gaps and provide a more cohesive zoning district. The rezoning from Single Family – 2 (SF-2) residential to Limited Commercial (LC) would allow for broader uses for future development if owners decided to sell their property or, in some instances, subdivide the very large lots and sell them for development. Staff advised this would not adversely affect the residential uses as those are allowed in the Limited Commercial (LC) zoning district. Chairman Mitchell called for comments from the Commission. There were no comments from the Commission. Chairman Mitchell called for a vote for a recommendation. The motion passed unanimously 4-0.

Staff advised that once a timeline had been approved by management, it would be sent out via email for their review.

V. OTHER BUSINESS

Mr. Fabian Medellin thanked the Committee for all their hard work and commitment to attending the meetings and being involved in revitalizing the neighborhood. Mr. Medellin stated the Committee had been meeting every two weeks since almost the beginning of the creation of the Committee last May and that in the near future with all the progress that has been made they would not need to meet as frequently has they had in the past. Staff suggested meetings would possibly be only once a month unless there was an issue; in that case, additional meetings could be scheduled based on their availability.

VI. ADJOURN

Staff advised the next regularly scheduled meeting would be on Tuesday, February 21st, 2025 at 1:30 pm at the Travel Center Conference Room.

Chairman Mitchell adjourned the meeting at 2:15 p.m.

Mike Mitchell, Chairman — Date: 2/18/25

Fabian Medellin, AICP, Planning Manager — Date: 2.18.25

CITY COUNCIL AGENDA
March 4, 2025

ITEM/SUBJECT: Ordinance appropriating $90,000 of grant funds pursuant to the Texas Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025, SB 224 Catalytic Converter Grant Program, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds.

INITIATING DEPT: Police

STRATEGIC GOAL: Actively Engage and Inform the Public

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The City Council on November 19, 2024, authorized the City Manager or his designee to make an application for a grant from the Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025 Request for applications – SB 224 Catalytic Converter Grant. The Wichita Falls Police Department partnered with Flock Safety and with grant funding purchased several Flock Safety ALPR Cameras to deter vehicle thefts, identify suspects in vehicle burglaries, and prevent catalytic converter thefts. The total cost to maintain the same ALPR camera prowess for another year is $108,000. A 20% cash match ($18,000) is required as part of the funding opportunity for FY 2025, SB-224 Catalytic Converter Grant. The City of Wichita Falls was notified that it was awarded $90,000 for this funding opportunity.

Staff recommends the City Council approve the attached ordinance appropriating the grant funds.

☒ **Police Chief**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **Interim City Manager Approval**

Ordinance No. _____

Ordinance appropriating $90,000 of grant funds pursuant to the Texas Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025, SB 224 Catalytic Converter Grant program appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds.

WHEREAS, the City of Wichita Falls has been notified that it has been awarded a 20% matching grant, from the Texas Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025, Request for application – SB 224 Catalytic Converter Authority, in the amount of $90,000; and,

WHEREAS, the Police Department intends to use these funds to maintain the investigative prowess of the Flock Safety ALPR Cameras to deter vehicle thefts, identify suspects in vehicle burglaries, and prevent catalytic converter thefts.

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

The City Manager or his designee is hereby authorized to execute all documents necessary to accept said funds from the Texas Motor Vehicle Crime Prevention Authority (MVCPA), FY 2025, SB 224 Catalytic Converter Grant.

PASSED AND APPROVED this the 4th day of March, 2025.

_____
M A Y O R

ATTEST:

_____
City Clerk

CITY COUNCIL AGENDA
March 4, 2025

ITEM/SUBJECT: Ordinance appropriating $34,017.00 of grant funds pursuant to the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds.

INITIATING DEPT: Police

STRATEGIC GOAL: Actively Engage and Inform the Public

STRATEGIC OBJECTIVE: Practice Effective Governance

COMMENTARY: The City Council on October 15, 2024, authorized the City Manager to apply for the FY 2024 Edward Byrne Memorial Justice Assistance Grant in the amount of $34,017.00. The City was recently notified that it had been awarded these non-matching grant funds in the amount of $34,017.00. These funds will be shared by the Wichita Falls Police Department ($20,410.20) and the Wichita County Sheriff's Office ($13,606.80). The Police Department intends to use these funds to assist in the purchase of a Polaris Ranger Crew cab Utility Type Vehicle (UTV) to assist the Patrol Section.

Staff recommends the City Council approve the attached ordinance appropriating the grant funds.

☒ **Police Chief**

ASSOCIATED INFORMATION: Ordinance

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **Interim City Manager Approval**

Ordinance No. _____

Ordinance appropriating $34,017.00 of grant funds pursuant to the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, appropriating said funds to the Special Revenue Fund, and authorizing the City Manager or his designee to execute all documents necessary to accept and share said funds

WHEREAS, the City of Wichita Falls has been awarded a non-matching grant for $34,017.00 from the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program; and,

WHEREAS, these funds will be shared by the Wichita Falls Police Department ($20,410.20) and the Wichita County Sheriff's Office ($13,606.80), co-applicant for such grant; and,

WHEREAS, these funds are to be used to assist in the purchase of a Polaris Ranger Crew cab Utility Type Vehicle (UTV) to assist the Patrol Section. The Wichita County Sherriff's Office will use the awarded funds to purchase training equipment.

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

The City of Wichita Falls hereby accepts the sum of $34,017.00 as awarded by the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, and said funds are appropriated to the Special Revenue Fund to account for expenditures of the program.

The City Manager or his designee is authorized to execute all documents necessary, in forms approved by the City Attorney, to accept and share the aforementioned grant funds, including, but not limited to, agreements with granting agencies and with Wichita County.

PASSED AND APPROVED this the 4th day of March, 2025.

_____
M A Y O R

ATTEST:

_____
City Clerk