

AGENDAS

FOR THE AMARILLO CITY COUNCIL WORK SESSION TO BE HELD ON TUESDAY, APRIL 5, 2016 AT 3:30 P.M. AND THE REGULAR MEETING OF THE AMARILLO CITY COUNCIL AT 5:00 P.M., CITY HALL, 509 SOUTHEAST 7th AVENUE, COUNCIL CHAMBER ON THE THIRD FLOOR OF CITY HALL, AMARILLO, TEXAS.

Please note: The City Council may take up items out of the order shown on any Agenda. The City Council reserves the right to discuss all or part of any item in an executive session at any time during a meeting or work session, as necessary and allowed by state law. Votes or final decisions are made only in open Regular or Special meetings, not in either a work session or executive session.

WORK SESSION

- A. City Council will discuss or receive reports on the following current matters or projects.
 - (1) Review agenda items for regular meeting and attachments;
 - (2) Consider appointments to Boards and Commissions:
 - Amarillo Economic Development Corporation
 - Board of Review-Landmarks & Historic District
 - Emergency Care Advisory Board
 - (3) Presentation on Budget Preparation – Debt Structure;
 - (4) Discussion on claims regarding the Hillside Sanitary Sewer; and
 - (5) Consider future Agenda items and request reports from City Manager.

- B. City Council may convene in Executive Session to receive reports on or discuss any of the following pending projects or matters:
 - (1) Discussion regarding appointments to vacant Board positions; and discussion regarding qualifications, rights, duties and responsibilities of Board members and appointees, in accordance with the Texas Open Meetings Act, Texas Government Code, Section 551.074; and
 - (2) Consult with Attorney about pending or contemplated litigation or settlement of same or, to consult with the attorney on a matter in which the attorney's duty to the governmental body under the Texas Disciplinary Rules of Professional Conduct conflicts with this chapter, in accordance with the Texas Open Meetings Act, Texas Government Code, Section 551.071.
 - (3) Consultation regarding claims on Hillside Sanitary Sewer.

REGULAR MEETING ITEMS

INVOCATION: Pastor Anthony Harris, St. John Baptist Church

PROCLAMATION: "Sexual Assault Awareness Month"

- 1. **MINUTES:**
Approval of the City Council minutes of the regular meeting held on March 29, 2016.

- 2. **ORDINANCE NO. 7596:**
This is the first reading of an ordinance amending the Amarillo Municipal Code, Chapter 10-3, Article IV, Section 10-3-45, prohibiting camping on municipal facilities and publicly owned property.

- 3. **ORDINANCE NO. 7597:**
This is the first reading of an ordinance rezoning Lots 7-18, Block 2, Mrs. M.D. Oliver-Eagle's subdivision of Block 228, Plemons Addition, in Section 170, Block 2, AB&M Survey, Potter County, Texas, to change from Planned Development District 111B to Planned Development 111C for additional storage in the vicinity of Taylor Street and Southeast 17th Avenue. This item is recommended for approved by a 7:0 vote of the Planning and Zoning Commission.

4. **ORDINANCE NO. 7598:**

This is the first reading of an ordinance rezoning of Lot 3A, Block 74, Ridgecrest Unit No. 57, and Lot 4A, Block 74, Ridgecrest Unit No. 55, all in Section 7, Block 9, BS&F Survey, Randall County, Texas, to change from General Retail District to Planned Development District for an office and storage warehouse in the vicinity of Teckla Boulevard and Ridgecrest Circle. This item was recommended for approval by a 7:0 vote of the Planning and Zoning Commission.

5. **RESOLUTION – PUBLIC HEARING:**

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure located at 827 North Apache Street.

6. **RESOLUTION – ECONOMIC DEVELOPMENT INCENTIVE POLICES AND GUIDELINES:**

This resolution adopts and creates a Council Subcommittee on Economic Development Incentive Policies and Guidelines and the appointment of Councilmembers to the Subcommittee.

7. **RESOLUTION – COUNCIL AUDIT ADVISORY COMMITTEE:**

This resolution creates a Council Committee to serve as an audit advisory committee to provide and receive information from the City's independent auditor and assist in oversight of the City's financing reporting.

8. **APPOINTMENTS – BOARDS AND COMMISSIONS:**

Appointments are needed for the following board:

Amarillo Economic Development Corporation (3-year terms)

| | | |
|------------|--------------|------------|
| 04/09/2013 | Roy Bara | 03/31/2016 |
| 04/09/2013 | John Kritser | 03/31/2016 |

9. **PRESENTATION AND DISCUSSION – DOT TIGER PROGRAM:**

Presentation and Discussion regarding application for the 2016 U.S. Department of Transportation's Transportation Investment Generating Economic Recovery (TIGER) program for the purposes of securing funding assistance in the development of complete streets on Polk Street, 6th Street and other streets in the vicinity of downtown.

10. **CONSENT AGENDA:**

It is recommended that the following items be approved and that the City Manager be authorized to execute all documents necessary for each transaction:

A. Award – Ballistic Vests for Amarillo Police Department:

Nardis, Inc. -- \$80,940.00

This award is to approve a purchase of ballistic vests for the City of Amarillo Police Department.

B. Award – City of Amarillo Police Department Study:

KRW Associates -- \$77,000.00

This item is to award a professional services contract for the completion of an organizational assessment of the Amarillo Police Department and delivery of a Comprehensive Review and Action Plan for the City of Amarillo.

C. Award – Janitorial Supplies Annual Contract:

| | |
|-------------------------|--------------------|
| Olmsted Kirk Paper Co. | \$7,217.76 |
| Affiliated Foods | \$20,298.60 |
| AFP Industries, Inc. | \$2,674.20 |
| Pyramid School Products | \$117.60 |
| OfficeWise | \$2,066.40 |
| Sam Tell and Son, Inc. | \$4,284.20 |
| Wagner Supply | \$2,472.84 |
| LD Supply | <u>\$11,784.00</u> |
| Total | \$50,915.60 |

This award is to approve an annual contract for the purchase of janitorial supplies for the City of Amarillo.

- D. Award – Advertising Annual Contract:
Amarillo Globe News -- \$119,433.52

This award is to approve an annual contract for the purchase of advertising requirements for the City of Amarillo.

- E. Approval - Summer Food Service Program Application:
This item approves the application to the 2016 Texas Department of Agriculture (TDA) Summer Lunch Application and Amarillo Independent School Contract for Summer Food Service. This program provides free meals to children at 53 sites in low-income neighborhoods from June 1 through August 12, 2016 and is administered by the Community Development Department. The program locations include 17 park sites, 34 school sites, and 2 community centers. AISD will prepare and deliver meals to each site which is staffed and supervised by the Parks and Recreation Department, school district staff, or agency staff. Approximately 138,875 lunches and 105,975 snacks will be served.

- F. Approval – Memorandum of Agreement (MOA) with the Federal Aviation Administration (FAA):
Lease Agreement: Rick Husband Amarillo International Airport
Lessee: Federal Aviation Administration (FAA) Number: DTFACN-16-L-0029
Term: 30 years (October 1, 2016 – September 30, 2036)

This item approves memorandum of agreement with the Federal Aviation Administration (FAA). This MOA identifies tracts of land for the operation of the FAA's Air Traffic Control Tower, as well as the Radar (RTR) site, with cable easements between both sites.

- G. Approval – Agreement to Contribute Right of Way Funds (Fixed Price):
State of Texas -Texas Department of Transportation -- \$1,694,544.00
This item approves Agreement to Contribute Right of Way Funds (Fixed Price). The state has deemed it necessary to make certain highway improvements on SL 335 from FM 2590 to Bell Street.

- H. Approval – City of Amarillo Investment Policy:
This item is the approval of the City of Amarillo 2016 Investment Policy.

- I. Approval – License and Hold Harmless Agreement:
License and Hold Harmless Agreement for the installation of a monument in an existing public utility easement located within Lot 5, Block 1, Security Park Unit No. 1, in Section 27, Block 9, BS&F Survey, Potter County.

PUBLIC FORUM

Comments from interested citizens on matters pertaining to City policies, programs or services.

(This is the opportunity for visitors and guests to address the City Council on any issue. The City Council may not discuss any presented issue, nor may any action be taken on any issue at this time. Texas Attorney General Opinion JC-0169)

MISCELLANEOUS

1. Planning and Zoning Commission, minutes of March 14, 2016.
2. Boards and Commissions – appointments as listed on attached.

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (Southeast 7th Avenue) of the building. An access ramp leading to the main entry is located at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communications equipment and elevators that are accessible. Individuals with disabilities who require special accommodations or a sign language interpreter must contact the City Secretary's Office 48 hours prior to meeting time by telephoning 378-3013 or the City TDD number at 378-4229.

Posted this 1st day of April 2016.

Amarillo City Council meetings stream live on Cable Channel 95 and are available online at:
www.amarillo.gov/granicus
Archived meetings are also available.



STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 29th day of March 2016, the Amarillo City Council met at 3:00 p.m. for a work session, executive session, and the regular session held at 5:00 p.m. in the Council Conference Room and Council Chamber located on the third floor of City Hall at 509 Southeast 7th Avenue, with the following members present:

PAUL HARPOLE
ELISHA L. DEMERSON
RANDY BURKETT
MARK NAIR

MAYOR
COUNCILMEMBER NO. 1
COUNCILMEMBER NO. 3
COUNCILMEMBER NO. 4

Absent was Councilmember Brian Eades. Also in attendance were the following administrative officials:

TERRY CHILDERS
MICK MCKAMIE
KELLEY SHAW
FRANCES HIBBS

INTERIM CITY MANAGER
CITY ATTORNEY
PLANNING DIRECTOR
CITY SECRETARY

The invocation was given by Kevin Deckard, Polk Street United Methodist Church. Mayor Harpole led the audience in the Pledge of Allegiance.

A proclamation was presented for Autism Awareness Month.

Mayor Harpole established a quorum, called the meeting to order, welcomed those in attendance and the following items of business were conducted:

ITEM 1: Mayor Harpole presented the minutes for March 22, 2016. Motion was made by Councilmember Burkett to approve the minutes; motion was seconded by Councilmember Demerson, and unanimously carried to approve the minutes.

ITEM 2: Mayor Harpole presented an ordinance amending the Amarillo Municipal Code, Chapter 10-3, Article IV, Section 10-3-45 prohibiting camping on municipal facilities and publicly owned property. Mr. McKamie gave an overview of Ordinance No. 7596 which will replace Ordinance No. 7333 after its adoption. He stated the ad hoc subcommittee had met several times and has created an additional taskforce to address issues outside the scope of the ordinance. Mr. McKamie stated amendments were added if temporary shelters were full; the potential future impacts of HUD funds were considered; and clarifying and providing more specific definition of terms. It also defines the hours from 12:00 midnight to 5:00 a.m. which are the same times as the park curfew ordinance. The offenses and penalty provisions were not changed. The Legal Department recommended approval of Ordinance No. 7596.

Mr. James Allen stated the shelters work together during weather events and the City has additional overflow capacity which were used during Hurricane Katrina. Councilmember Burkett inquired if there were enough beds for all the homeless. Mr. Allen answered there were based on the homeless count. He further stated many chose not to use the shelters. Councilmember Demerson inquired if there was a night-by-night or week-by-week count to know how many beds were available and where they were located. Mr. Allen stated a police officer could quickly call or visit the shelters to determine availability. Mr. Allen further stated there have not been weather events that the shelters were not able to handle. The police have a special outreach team capable of handling the mental or substance abuse homeless. Mr. McKamie suggested to Council that they rely on the official shelter reports and how they are maintained. Councilmember Burkett inquired if blankets were a fraction of law. Mr. McKamie replied they never were.

Trina Fournier, 4427 South Hayden Street, inquired as to the affirmative defense. Mr. McKamie stated in the original ordinance it was an 'exception' and an 'affirmative defense' is based on the availability of shelters which can be modified based on shelter numbers. Ms. Fournier inquired as to the threshold on weather conditions. Mr. Allen stated that shelters work with the Emergency Operations Center (EOC) when they see weather patterns and develop strategies. Chris Searight, 1903 Beech Street, encouraged the Council not to rush on the amendment decisions and that there are a number of reasons why people do not go to shelters. Shawn Bullard, 3801 Paramount Street, stated the ordinance should not be tied to the available beds, but question why the beds are not filled. Hanna Huff, 1007 20th Avenue, Canyon, stated being inside creates a sense of safety and there should be no minimum requirement for camping. Mr. McKamie stated there is no minimum requirement for camping. Carolyn Thornton, 4501 Southwest 45th Avenue, stated on weather nights some go to shelters, but some will not and they are not able to go to shelters after 10:00 p.m. Rusty Tomlinson, 5700 Canyon Drive, #22, stated there are many stories as to why people cannot go to shelters and the City should be looking for those solutions.

Allen Finegold, 2601 North Grand Street, stated there needed to be a solution to people not wanting to go into shelters or that they cannot get into shelters. He suggested a city campground or shelter. Terry Tucker, 7865 Canyon Drive, stated the answer is not an ordinance but working towards solutions and outreach services the homeless may qualify for. Sara Searight, 1903 Beech Street, inquired if the Council was aware that after a certain amount of time shelters charge the homeless. Virginia Williams-Trice, 1504 Bowie Street, also stated after a certain amount of time the homeless are kicked out if they cannot pay. She also stated many are on lists and cannot get into shelters. John Anston, 4247 Southwest 15th Avenue, inquired if there was no jail time what was the purpose of the ordinance. Mayor Harpole replied the ordinance allowed the police to address community concerns expressed by citizens in neighborhoods. Mr. McKamie stated the ordinance is enforced with voluntary compliance and by warnings. Mr. Anston stated if the ordinance was to clean the streets of homeless, the ordinance has failed. Andrew Holley, West 51st Avenue, inquired as to the legal difference between exception and defense. Mr. McKamie stated in trial a prosecutor must prove an exception. Motion was made by Councilmember Nair to table this item, seconded by Councilmember Burkett, and the following captioned ordinance was tabled:

ORDINANCE NO. 7596

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: AMENDING THE AMARILLO MUNICIPAL CODE, CHAPTER 10-3, ARTICLE IV, SECTION 10-3-45 PROHIBITING CAMPING ON MUNICIPAL FACILITIES AND PUBLICLY OWNED PROPERTY AND PROVIDING AFFIRMATIVE DEFENSES; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER CLAUSE; PROVIDING A PENALTY; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

Voting AYE were Councilmembers Demerson, Burkett and Nair; Voting NO was Mayor Harpole; the motion carried by a 3:1 vote of the Council.

ITEM 3: Mayor Harpole presented an ordinance rezoning a 3.80 acre tract of land in Section 63, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Agricultural District, Planned Development District 373A, and Planned Development 373B to amended planned development for indoor recreational use, in the vicinity of Chatham Square and McKenna Square. Motion was made by Councilmember Burkett, seconded by Councilmember Nair, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7591

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF CHATHAM SQUARE AND MCKENNA SQUARE, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 4: Mayor Harpole presented an ordinance rezoning a 39.68 acre tract of unplatted land in Section 153 and 172, Block 2, AB&M Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Agricultural District to Light Industrial District. Motion was made by Councilmember Nair, seconded by Councilmember Burkett, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7592

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SOUTHEAST 34TH AVENUE AND TRADEWIND STREET, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 5: Mayor Harpole presented an ordinance rezoning of a 37.39 acre tract of land out of Section 65, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Agricultural District to Residential District 2, in the vicinity of Soncy Road/Loop 335 and Heritage Hills Parkway. Motion was made by Councilmember Burkett, seconded by Councilmember Nair, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7593

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SONCY ROAD/LOOP 335 AND HERITAGE HILLS PARKWAY, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 6: Mayor Harpole presented an ordinance rezoning Lot 7, Block 38, Grandview Addition Unit No. 11, Section 139, Block 2, AB&M Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 to Residential District 1 with a Specific Use Permit for a carport. Motion was made by Councilmember Burkett, seconded by Councilmember Nair, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7594

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SOUTHEAST 34TH AVENUE AND BRONWING STREET, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 7: Mayor Harpole presented an ordinance rezoning a 1.49 acre tract of land in Section 65, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Agricultural District to General Retail

District. Motion was made by Councilmember Demerson, seconded by Councilmember Nair, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7595

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SONCY ROAD/LOOP 335 AND HERITAGE HILLS PARKWAY, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 8: Mayor Harpole presented a resolution in support to create a Cultural District in Amarillo as requested by Center City. The Amarillo Cultural District will include downtown Amarillo, Amarillo College Washington Street Campus, Amarillo Little Theatre/ Wolflin area, Sunset Center Art Galleries, and Historic Route 66. Beth Duke, Executive Director, Center City, stated Center City has been working on getting a Cultural District for the past 18 months. There are \$4.5 million in grants that can be applied for by Cultural Districts. Councilmember Demerson stated he was in support of a Cultural District but questioned the boundaries absent of diversity. Ms. Duke stated they mapped the more dense impact of cultural entities. She further stated boundaries can be reviewed after designation every ten years. Councilmember Burkett inquired if other areas could be part of this Cultural District. Ms. Duke replied that other areas could be their own district or the boundaries could be expanded. Motion was made by Councilmember Nair, seconded by Councilmember Burkett, that the following captioned resolution be passed:

RESOLUTION NO. 03-29-16-1

A RESOLUTION AUTHORIZING CERTIFICATION OF A CULTURAL DISTRICT FOR AT LEAST TEN (10 YEARS TO BE NAMED: AMARILLO CULTURAL DISTRICT.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 9: Floyd Hartman, Director of Capital Improvements Projects, provided an update on the status of the Wastewater Collection Improvements for West of Soncy Boulevard from South 45th Avenue North of Interstate 40. He stated the sewer main extension from Hillside Road to I-40 west of Soncy Road was 3.2 miles of 10"-30" pipe with a final contract amount of \$3,028,872.00 with outside participation of \$1,000,000.00 from Sam's Real Estate Business Trust. Mr. Hartman introduced Monty Taylor of Amarillo Utility Contractors, Inc.

ITEM 10: Mayor Harpole presented the consent agenda and asked if any item should be removed for discussion or separate consideration. There were none. Councilmember Burkett inquired about the price per acre on Item E compared to prior purchases and the price per acre. Mr. Hartman replied it was a total of 172 acres, about \$1,100 per acre which is higher than in the past because of the smaller area but it would be a positive on permitting and the location of Welfield No. 518. Councilmember Nair asked for clarification on Item H. Michelle Bonner stated these properties were bid for less than the taxes owed on them. They require approval of the taxing entities. Motion was made by Councilmember Nair to approve the consent agenda, seconded by Councilmember Burkett.

- A. Purchase – Network Security Equipment:
Award on Texas Department of Information Resources (DIR) Cooperative Purchasing Contract to: Solid Border, Inc. -- \$464,444.00

This item approves the purchase of network security hardware and related licensing, implementation, support, and staff training to provide network threat assessment, detection and prevention, forensic analysis

capabilities, and Internet content filtering across all segments of the City's IT network infrastructure.

- B. Award - Dell Computer Hardware:
Dell -- \$67,954.86

The purchase is part of the ongoing IT computer replacement schedule, and new equipment requested by departments during the 2015 fiscal year budget process.

- C. Award – Server Hardware Implementation:
Presidio Networked Solutions Group, LLC -- \$80,916.96

This contract is for professional consulting services to configure previously procured Cisco server hardware and provide related software licensing. The resulting solution will utilize virtualization technology to help modernize and consolidate the City's server infrastructure.

- D. Award – Storm Sewer Repairs in Willow Street at 43rd Avenue and 40th Avenue and the Intersection of Southeast 34th Avenue and Grand Street:
Williams Ditching, LLC -- \$151,380.25

This item is to approve the contract for the storm sewer repairs in Willow Street at 43rd Avenue and 40th Avenue and the intersection of Southeast 34th Avenue and Grand Street. This project will consist of the removing and replacing of collapsed storm sewer pipe in Willow Street and repairs in the 34th Avenue and Grand Street intersection. Funding for this project was approved utilizing the Drainage Utility E&I Fund.

- E. Award of Contract- Purchase Groundwater Rights:
The Contract, in the amount of \$198,360, is for the purchase of groundwater rights to add acreage in proximity of the City owned Well #518 to the Potter Country Well Field Permit. This purchase will be in compliance with Panhandle Groundwater Conservation District rules.

- F. Approval – Amendment #4, Lease Agreement: Rick Husband Amarillo International Airport: Lessee: Bell Helicopter Textron:
Lease Rate: \$1.00/sf/year, with rent abatement of 10% of Building 602 up to \$20,000 (of actual costs) for the upgrade and modification of bunker to bring it into U. S. Department of Defense Unified Facilities Criteria 4-420-01 for Ammunition and Explosives Storage Magazines.

- G. Dedications and Acceptances:

Dedication of a 10-foot Southwestern Public Service Company (SPS) electrical easement in Section 140, Block 2, AB&M Survey, Randall County for electrical service to service to serve Animal Management & Welfare's new feline facility/storm shelter as well as future expansion of facilities.

- H. Sale – Properties:
Sheriff Sale Properties in Potter County.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Burkett and Nair; Voting NO were none; the motion carried by a 4:0 vote of the Council.

Mayor Harpole announced that this is the end of the regular agenda, but this time is reserved to hear from any citizen concerning matters pertaining to City policies, programs or services not on today's agenda. The public forum is set under the Open Meetings Act and that during the public forum the City Council can respond with a statement of fact, a statement of City policy or decide whether to place an item on a future agenda.

Jim Lowder, 6723 Emerald Court, stated that no one had mentioned the homeless ordinance was protection for homeowners. Allen Finegold, 2601 North Grand Street, asked the City Attorney to address the difference between a binding and nonbinding referendum. Mr. McKamie stated there was no provision by state law for a binding election. Mr. Finegold stated another option to the ballpark would be an indoor stadium. There were no further comments.

Mayor Harpole advised that the meeting was adjourned.

ATTEST:

Frances Hibbs, City Secretary

Paul Harpole, Mayor

DRAFT

Amarillo City Council Agenda Transmittal Memo



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| Meeting Date | 4/5/16 | Council Priority | Community Counts |
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| Department | Community Development Legal |
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Agenda Caption
Ordinance – Amending the Amarillo Municipal Code, Chapter 10-3, Article IV, Section 10-3-45 prohibiting camping on municipal facilities and publicly owned property and providing affirmative defenses; providing for severability; providing a repealer clause; providing a penalty; providing for publication and effective date.

Agenda Item Summary
This ordinance amends the “Camping Ordinance” to:
 *provide more specific definitions of terms;
 * remove references to ‘sleep at a place’ (to meet recommendation by the Ad Hoc Subcommittee);
 *remove references to equipment that may be used in Camping;
 * create an affirmative defense to citation for violation if there exists inadequate shelter space at the time (to meet the Ad Hoc Subcommittee’s recommendation regarding impact to Continuum of Care based on HUD’s goals).
 * more clearly express the intent of the legislation.

- [Here are the recommendations of the Ad Hoc Subcommittee:
1. Consider the need for temporary shelters if others are full.
 2. Council should consider the potential future impacts to Continuum of Care funding based on HUD’s goals to decriminalize homelessness.
 3. Consider amending Section 10-3-45 of Ordinance 7333 to clarify the definition of “sleep at a place” not meant for human habitation.]

Since the last meeting, the Ordinance has been further revised to provide that camping on public property is not allowed unless permission has been given by the entity that controls the premises.

Requested Action
Consideration of the amendments to the Camping Ordinance, including some in response to recommendations of the Ad Hoc Subcommittee.

Funding Summary
N/A

Community Engagement Summary
This issue was discussed in depth at meetings of the Ad Hoc Subcommittee.

City Manager Recommendation
This item is recommended for approval by the City Manager

ORDINANCE NO. 7596

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: AMENDING THE AMARILLO MUNICIPAL CODE, CHAPTER 10-3, ARTICLE IV, SECTION 10-3-45 PROHIBITING CAMPING ON MUNICIPAL FACILITIES AND PUBLICLY OWNED PROPERTY AND PROVIDING AFFIRMATIVE DEFENSES; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER CLAUSE; PROVIDING A PENALTY; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

WHEREAS, buildings, structures, and their accessory grounds, lawns, plazas, porches, and parking lots owned by the City of Amarillo, (hereinafter “municipal facilities”) or other governmental entities (“public property”) exist for the sole purpose of conducting the business of and operations of local government; and,

WHEREAS, citizens, public employees, vendors, contractors, and others must be assured of free ingress and egress to municipal facilities and other public property for the intended purposes of those facilities and properties; and,

WHEREAS, the experience of other U.S. cities is instructive, indicating that camping at, in, or on a municipal facility or other public property has negative secondary effects: obstruction of the public purposes of such facilities; poses a health and sanitation risk; creates a security issue; creates a noise, sight, and smell nuisance; and is intimidating to other persons desiring to peaceably enter that municipal facility or public property for its intended purposes, to-wit: to carry on business with the government—all being against and counter to the public purpose intended for each municipal facility and public property; and,

WHEREAS, there are alternative venues available, both within and near the city of Amarillo which are specifically equipped (such as sanitation, safety, security, and other) for persons to camp overnight; and,

WHEREAS, the City of Amarillo and other governmental entities conduct public hearings, forums, and meetings in designated rooms at designated facilities, during which public speech and redress of grievances **not only allowed, but actively encouraged**, in the due course of government business; and,

WHEREAS, the City of Amarillo has **traditionally** allowed the use of the front steps of City Hall, lawn, and parking lot for expressive activity during daylight hours on days and in ways that do not interfere with the conduct of normal public business and operations of City Hall or other municipal facilities; and,

WHEREAS, there are alternative venues and means of communicating expressive messages both to the general public and government officials other than by camping on or in a municipal facility with the attendant negative secondary effects identified above; and,

WHEREAS, no person, group, topic, or viewpoint is entitled to any greater preference or deference in the use of municipal facilities than any other for demonstrations, pickets, or other similar activity; and,

WHEREAS, the City **Council** finds that the provisions of this ordinance are a reasonable time, place, and manner restriction that balances the First Amendment rights of citizens as well as the rights of non-expressing citizens and public employees to each be able to go about their intended business with the government at facilities that are provided for the conduct of public business; and,

WHEREAS, the City Council has heretofore created and appointed the Ad Hoc Advisory Subcommittee, Continuum of Care, and charged its member with reviewing Sec. 10-3-45 and making recommendations to the Council; and

WHEREAS, the Ad Hoc Advisory Subcommittee, Continuum of Care, has dutifully and diligently performed the charge given, and has made substantive, important recommendations to the City Council and the community;

WHEREAS, the City Council has determined thereas the following amendments are necessary and appropriate to protect the health, safety and welfare of the citizens of the City of Amarillo.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. The Amarillo Municipal Code, Chapter 10-3, Article IV Section 10-3-45 **be and hereby is amended** to read as follows:

Sec. 10-3-45. Camping on Municipal Facilities and Public Property.

(a) Definitions. The following term shall have the meaning shown.

(1) *Camp* or *Camping* means and includes to stay in, on, or at a **Municipal Facility or upon Public Property** between the hours of 12 midnight and 5:00 a.m. , unless permission has been given by the entity that owns or controls such facility or property There is no required or minimum equipment or supplies necessary to constitute the act of camping.

(2) *Municipal Facility* shall mean and include, for purposes of this section, every structure, building, or land owned by the City of Amarillo for the purposes of conducting any business or operation of municipal government, and includes all accessory areas such as but not limited to porch, steps, ramps, grounds, walks, lawn, yard, plaza, parking lot. It includes but is not limited to **City Hall, the Simms Building**, libraries, police and fire stations, civic/convention center complex; fleet service center, water towers, water and sewage treatment plants. . For purposes of this section, the term does not include a park.

(3) *Public property* means such places as are described in (2) above, but which are owned or controlled by another governmental entity.

(4) **“Available beds” means the available and specifically designated as sleeping quarters for persons who are homeless. The Amarillo Homeless Management Information System (AHMIS) Report shall establish the number of Available Beds for each reporting year.** (5) **“Shelter Space” is synonymous with Available Beds.**

(6) **“Unsheltered Person means** an individual with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground.

(7) “Unsheltered Population” means the number of persons determined to be unsheltered in the City by the most recent annual Point-in-Time count required by the U.S. Department of Housing and Urban Development.

(b) Offense. It is hereby declared to be a class C misdemeanor offense for a person to Camp:

(1) in, upon, or at a Municipal Facility; (excluding designated areas provided for public employees or volunteers for their use within the scope of their duties); or

(2) in, upon, or at a public right-of-way including a sidewalk, street, alley, highway, culvert, or any other Public property.

(c) Abatement. Camping in, upon, or at a Municipal Facility or Public Property in violation of this section is a nuisance that may be abated by summary removal of tents, bedding, and other personal belongings and equipment.

(d) .Affirmative Defenses It is an affirmative defense that a person was Camping:

(1) by temporarily parking a recreational vehicle, bus, pick-up camper, travel trailer, or similar vehicle or trailer: (i) in a lawful manner, time, and place on a public street in accordance with applicable state law and City ordinance, or (ii) in a parking lot adjacent to the Amarillo Civic/Convention Center for the duration of an event at the Amarillo Civic/Convention Center Complex (including set up and take down for such an event), provided that such person: is a vendor, tenant, producer, cast, crew, or exhibitor for such an event; and who obtains a permit from the Director of the Civic/Convention Center Complex; and, complies with all applicable rules and rents established by the Director; or, (iii) in, on, or at such other location that is owned or under the control of another governmental entity, when and as may be permitted by that entity,

(2) in a public park if, when, and as such activity may be allowed by park rules and in strict compliance with the terms thereof.

(3) If a person is an Unsheltered Person and if sufficient Shelter Space is unavailable because there are inadequate Available Beds for the Unsheltered Population, as determined by the Annual Report of Available Beds.

(e) Annual Report of Available Beds. The Health and Human Services Director or designee shall prepare and maintain a complete listing of all service providers for Unsheltered Persons within the corporate limits of the City. Each service provider shall provide their total available beds and these shall be determined to be the total “available beds” as defined by this ordinance. The annual report shall be maintained in the official records of the City, and shall be available for public review.

The annual report may be revised by the Health and Human Services director or designee in the event a service provider materially changes the total available beds provided.

(f) Intent.

(1) This ordinance is not intended to deny or to unduly restrict any person's temporary use of a public sidewalk or other traditional public forum for demonstrations, pickets, marches, and other lawful expressive activity, provided that such person does not Camp in violation of this section, obstruct passage to other persons or vehicles, or otherwise violate applicable state law or city ordinance.

(2) This ordinance is not intended to deem the status of involuntary homelessness (whether temporary or permanent) as a violation of this or any other City ordinance, but to make the prohibited acts defined in this ordinance subject to reasonable and prudent enforcement to protect the public, health, safety and welfare

(3) Nothing herein shall be deemed to authorize or allow a person or persons to camp, stand, sit, or lie in or upon a Municipal Facility, or Public Property, or a public right-of-way in such a way as to interfere with the use or operation of such Municipal Facility or Public Property or public right of way for the intended purposes and to carry on public business, and for the benefit of the public desiring to peaceably enter a Municipal Facility or Public Property for its intended purposes.

Sec. 10-3-45 10-3-46 to 10-3-60. Reserved

SECTION 2. Severability. If any provision, section, subsection, sentence, clause or the application of same to any person or set of circumstances for any reason is held to be unconstitutional, void or invalid or for any reason unenforceable, the validity of the remaining portions of this ordinance or the application thereby shall remain in effect, it being the intent of the City Council of the City of Amarillo, Texas in adopting this ordinance, that no portion thereof or provision contained herein shall become inoperative or fail by any reasons of unconstitutionality of any other portion or provision.

SECTION 3. Repealer. All ordinances, parts of ordinances resolutions and parts of resolutions in conflict with this ordinance are hereby repealed to the extent of conflict with this ordinance.

SECTION 4. Penalty. A violation of this ordinance is an offense punishable in accordance with Section 1-1-5 of this code of ordinances.

SECTION 5. Publishing and Effective Date. This ordinance shall be published and become effective according to law.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading this the _____ day of April, 2016; and PASSED on Second and Final Reading the _____ day of April, 2016.

Paul Harpole, Mayor

ATTEST:

Frances Hibbs, City Secretary

APPROVED AS TO FORM:

William M. McKamie, City Attorney



Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|----------|-------------------------|----------------------|
| Meeting Date | 4/5/2016 | Council Priority | Community Appearance |
|---------------------|----------|-------------------------|----------------------|

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|-------------------|---------------------|
| Department | Planning Department |
|-------------------|---------------------|

Agenda Caption

ORDINANCE NO. _____:

This is the first reading of an ordinance rezoning Lots 7-18, Block 2, Mrs. M.D. Oliver Eakle’s subdivision of Block 228 Plemons Addition, in Section 170, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Planned Development District 111B to Planned Development 111C for additional storage, in the vicinity of Taylor St & SE 17TH Ave. This item was recommended for approval by a 7:0 vote of the Planning and Zoning Commission

Agenda Item Summary

Planned Development 111 was approved in 1979 for office and storage use. In 1992, Planned Development 111A was approved for additional fencing and a temporary construction storage yard for two years. In August 2010, PD 111B was approved to allow additional structure on the lot. The applicant is now requesting an amendment to the planned development zoning in order to add additional storage on the property.

The proposed 2100 sqft is an addition to an existing storage facility. Staff believes that the planting of trees, the current screening of an 8’ wood fence, and the placement of the proposed building being 30ft from the north property line will provide an acceptable visual and physical buffer that will effectively screen the proposed storage buildings. Additionally, with keeping the access and customer parking to the “non-residential” side of the site and considering no outdoor storage will be allowed, staff believes that there will no additional impacts on the residential area.

Requested Action

The applicant is requesting an amendment to the planned development zoning in order to add additional storage on the property.

Funding Summary

N/A

Community Engagement Summary

The item was distributed to all applicable internal and external entities. No objections were received. Notices were sent out to property owners within 200 feet regarding the proposed rezoning. At the time of this writing, the Planning Department has received 3 calls, all with no opposition to this rezoning.

Amarillo City Council Agenda Transmittal Memo



The item was recommended for approval by the Planning and Zoning Commission at its Public Meeting of March 28, 2016.

City Manager Recommendation

Planning and Legal Staff have reviewed the associated Ordinance and exhibit and recommend the City Council approve the item as submitted.

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SE 17th AVE & TAYLOR ST, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission has held public hearings on proposed zoning changes on the property hereinafter described and has filed its final recommendation and report on such proposed zoning changes with the City Council; and,

WHEREAS, the City Council has considered the final recommendation and report of the Planning and Zoning Commission and has held public hearings on such proposed zoning changes, all as required by law; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1. The zoning map of the City of Amarillo adopted by Section 4-10 of the Amarillo Municipal Code and on file in the office of the Planning Director is hereby amended to reflect the following zoning use changes:

Rezoning of Lots 7-18, Block 2, Mrs. M.D. Oliver Eakle's subdivision of Block 228 Plemons Addition, in Section 170, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Planned Development District 111B to Planned Development 111C for additional storage.

SECTION 2. All ordinances and resolutions or parts thereof that conflict with this ordinance are hereby repealed, to the extent of such conflict.

SECTION 3. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect. The Director of Planning is authorized to make corrections and minor changes to the site plan or development documents to the extent that such does not materially alter the nature, scope, or intent of the approval granted by this ordinance.

SECTION 4. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this the ____ day of April, 2016 and PASSED on Second and Final Reading on this the _____ day of April, 2016.

Paul Harpole, Mayor

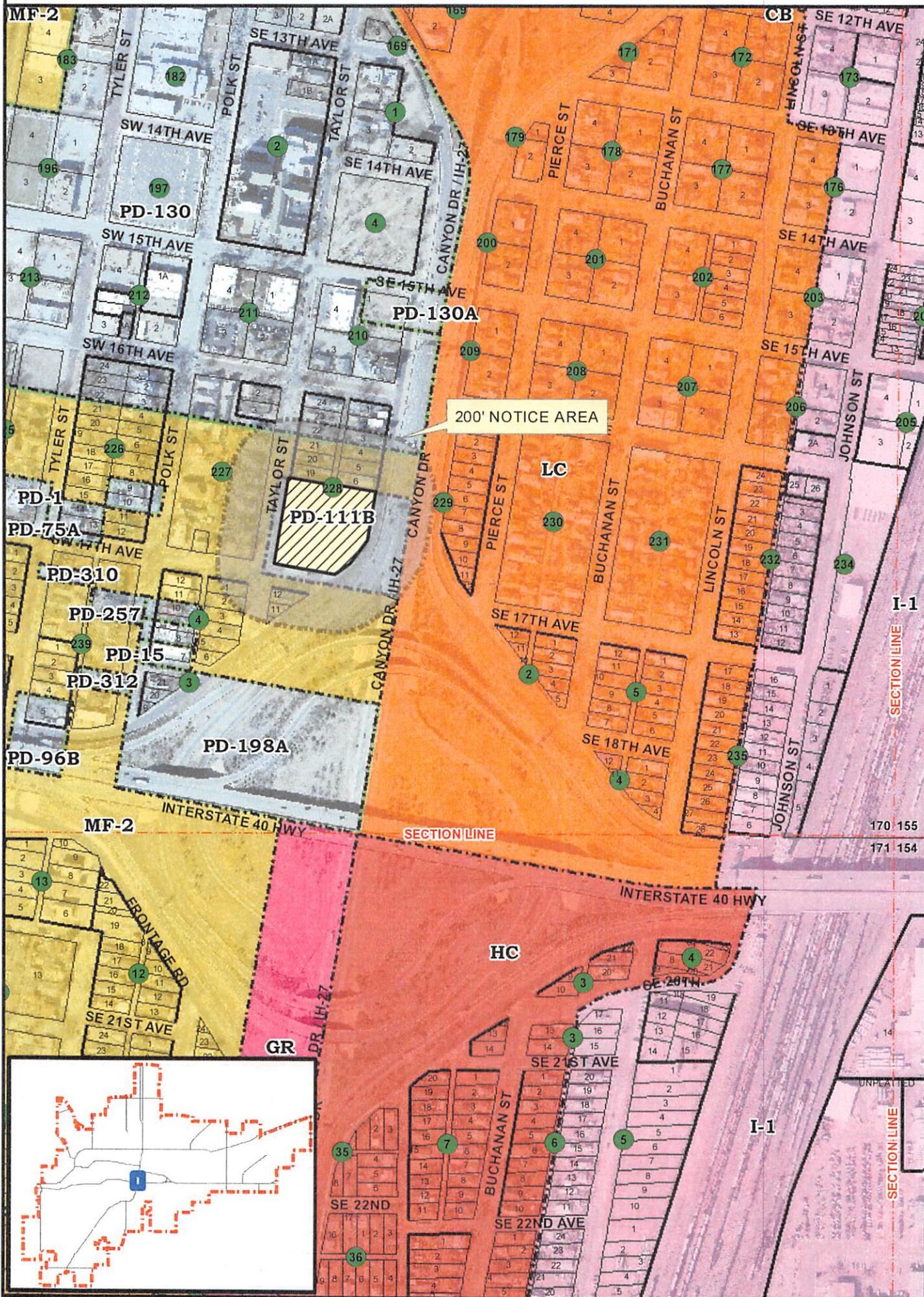
ATTEST:

Frances Hibbs, City Secretary

APPROVED AS TO FORM:

William M. McKamie, City Attorney

REZONING FROM PD TO AMD PD



CITY OF AMARILLO PLANNING DEPARTMENT

Scale: 1" = 400'
 Date: 2-18-16
 Case No: Z-16-06



Z-16-06 Rezoning of lots 7-18, Block 2, Mrs M.D. Oliver Eakle's subdivision of Block 228 Plemons Addition, in Section 170, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Planned Development District 111B to amended planned development for additional storage.

Developer : Glen Ashton

Vicinity : Taylor St. & SE 17TH Ave.

AP: N-12



Amarillo City Council Agenda Transmittal Memo



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|---------------------|----------|-------------------------|----------------------|
| Meeting Date | 4/5/2016 | Council Priority | Community Appearance |
|---------------------|----------|-------------------------|----------------------|

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| Department | Planning Department |
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Agenda Caption

ORDINANCE NO. _____:

This is the first reading of an ordinance rezoning of Lot 3A, Block 74, Ridgecrest Unit No. 57, and Lot 4A, Block 74, Ridgecrest Unit No. 55, all in Section 7, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from General Retail District to planned development district for an office and storage warehouse, in the vicinity of Teckla Blvd & Ridgecrest Circle. This item was recommended for approval by a 7:0 vote of the Planning and Zoning Commission

Agenda Item Summary

The applicant is requesting planned development zoning in order to develop the land with office and mini-storage warehouses. Mini-storage warehouses are typically located in a Light Commercial District. With the existing mini-storage and office to the east, coupled with the site being in close proximity to the heavily traveled section line arterials of S.W. 45th Ave. and Western St., staff believes this site is appropriate for such a use. However, with an apartment complex located to the south, measures must be taken that will ensure the proposed use will not create any additional adverse effects than typically allowed in the current zoning district (General Retail).

Staff believes that by utilizing planned development zoning as a tool, appropriate measures can be taken that will minimize any adverse effects to the apartments south of this site. Measures indicated on the submitted site plan consist of screening along the rear and southern-half of the site, control of hours of operation, and increased landscaping. It should be noted that there is an existing alley along and adjacent to the south of this site, which will further separate the two land uses.

Requested Action

The applicant is requesting planned development zoning in order to develop the land with office and mini-storage warehouses.

Funding Summary

N/A

Community Engagement Summary

The item was distributed to all applicable internal and external entities. No objections were received.

Amarillo City Council Agenda Transmittal Memo



Notices were sent out to property owners within 200 feet regarding the proposed rezoning. At the time of this writing, the Planning Department has received no negative comments regarding this request.

The item was recommended for approval by the Planning and Zoning Commission at its Public Meeting of March 28, 2016.

City Manager Recommendation

Planning and Legal Staff have reviewed the associated Ordinance and exhibit and recommends the City Council approve the item as submitted.

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF TECKLA BLVD & RIDGECREST CIRCLE, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission has held public hearings on proposed zoning changes on the property hereinafter described and has filed its final recommendation and report on such proposed zoning changes with the City Council; and,

WHEREAS, the City Council has considered the final recommendation and report of the Planning and Zoning Commission and has held public hearings on such proposed zoning changes, all as required by law; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1. The zoning map of the City of Amarillo adopted by Section 4-10 of the Amarillo Municipal Code and on file in the office of the Planning Director is hereby amended to reflect the following zoning use changes:

Rezoning of Lot 3A, Block 74, Ridgcrest Unit No. 57, and Lot 4A, Block 74, Ridgcrest Unit No. 55, all in Section 7, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from General Retail District to Planned Development District 382 for an office and storage warehouse.

SECTION 2. All ordinances and resolutions or parts thereof that conflict with this ordinance are hereby repealed, to the extent of such conflict.

SECTION 3. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect. The Director of Planning is authorized to make corrections and minor changes to the site plan or development documents to the extent that such does not materially alter the nature, scope, or intent of the approval granted by this ordinance.

SECTION 4. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this the ____ day of April, 2016 and PASSED on Second and Final Reading on this the _____ day of April, 2016.

Paul Harpole, Mayor

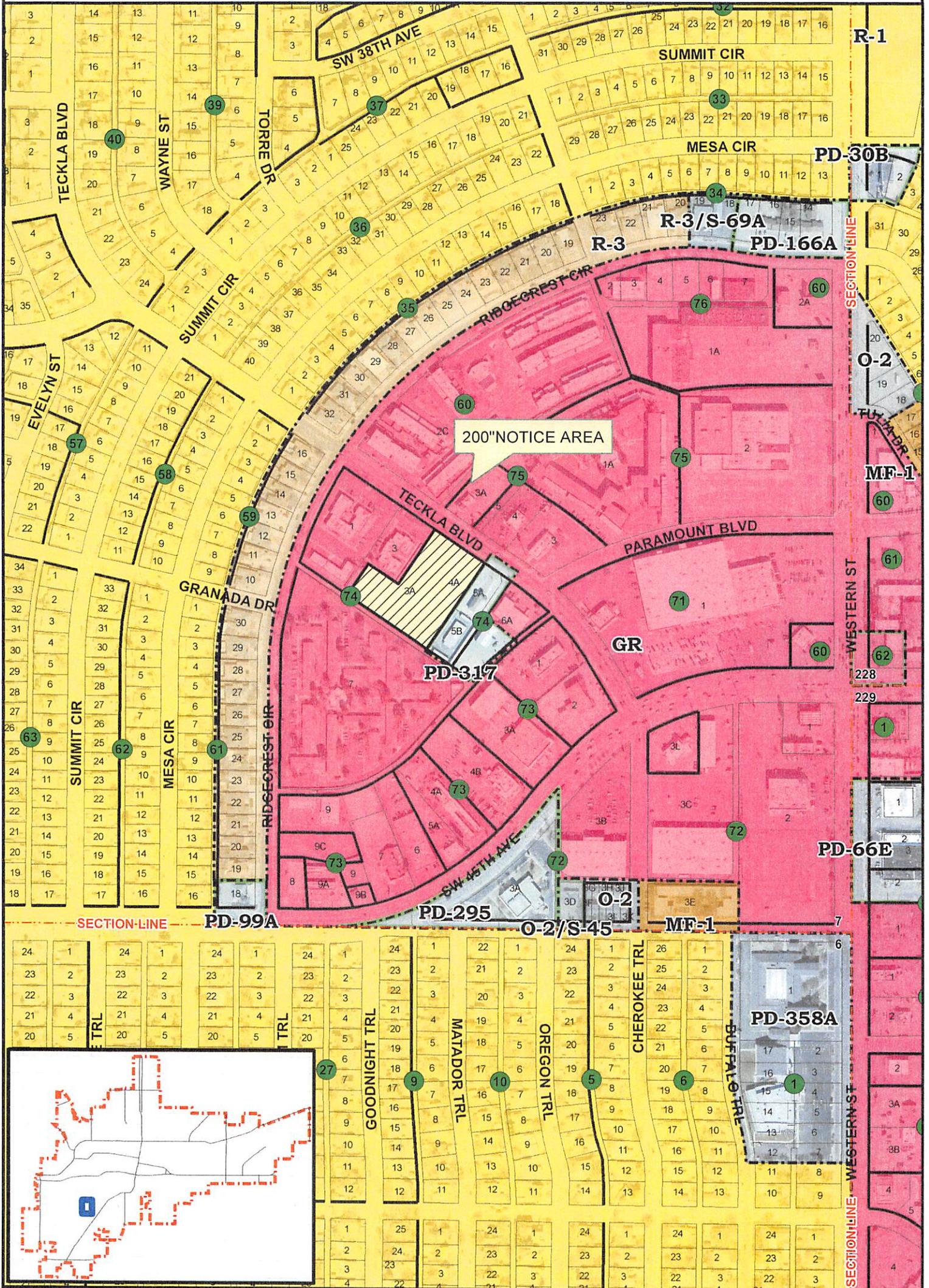
ATTEST:

Frances Hibbs, City Secretary

APPROVED AS TO FORM:

William M. McKamie, City Attorney

REZONING FROM GR TO PD



CITY OF AMARILLO PLANNING DEPARTMENT

Scale: 1" = 400'
Date: 2-19-16
Case No: Z-16-09



Z-16-09 Rezoning of lot 3A, Block 74, Ridgecrest Unit No. 57, and lot 4A, Block 74, Ridgecrest Unit No.55, all in Section 7, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from General Retail District to planned development district for an office and storage warehouses.

Applicant: Chris Mahan

Vicinity: Teckla Blvd & Ridgecrest Circle

AP: K-14

Amarillo City Council Agenda Transmittal Memo



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|---------------------|---------------|-------------------------|--|
| Meeting Date | April 5, 2016 | Council Priority | Community Appearance & Address Disadvantaged Areas of the Community |
|---------------------|---------------|-------------------------|--|

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| Department | Building Safety |
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Agenda Caption

This resolution and public meeting conducts a public hearing on and considers ordering the removal of a substandard structure located at 827 N Apache Street.

Agenda Item Summary

This item is the public hearing to determine if the property at 827 N Apache Street (one primary, two accessories) constitutes a public nuisance and thereby declared as dangerous structures and order the removal of such.

Requested Action

Adopt the resolution declaring that certain improvements described herein are a public nuisance, and requiring the taking down and removal of such improvements.

Funding Summary

The property owner is responsible to pay all costs associated with the Dangerous Structure process and to abate any nuisances. The property owner will be billed for costs incurred. However, this property is in the Community Development Block Grant (CDBG) target area and if the owner qualifies, CDBG funding may be utilized to pay invoiced costs.

Community Engagement Summary

- A Building Safety Inspector identified the burned structure while canvassing the neighborhood in the normal course of duties. Posted the property as unsafe. Initiated the Dangerous Structure process.
- This property is located across the street from an elementary school and park.
- The Amarillo Police Department has been called out to this location one time since the date of the fire.
- Building Safety has received a complaint in October 2015 concerning this location.
- Safety and aesthetics of the community as identified through public meetings in the development of Amarillo's Comprehensive Plan.

Staff Recommendation

It is the staff's recommendation to adopt the resolution to declaring certain improvements are public nuisances and requiring the taking down and removal thereof.

RESOLUTION NO. _____

A RESOLUTION DECLARING THAT CERTAIN IMPROVEMENTS DESCRIBED HEREIN ARE PUBLIC NUISANCES, AND REQUIRING THE TAKING DOWN AND REMOVAL OF SUCH IMPROVEMENTS; PROVIDING FOR FILING OF LIENS; PROVIDING A REPEALER CLAUSE; PROVIDING SEVERANCE CLAUSE; PROVIDING EFFECTIVE DATE.

WHEREAS, on the 22nd day of March 2016, this Council by resolution called a public hearing for the 5th day of April 2016 for the purpose of determining whether certain conditions constitute a public nuisance; and,

WHEREAS, this Council finds that all notices required by the Amarillo Municipal Code have been complied with and that notice of this hearing has been duly given as directed by this Council; and,

WHEREAS, this Council has listened to the evidence and arguments presented by all persons who appeared before it; and,

WHEREAS, this Council finds that the notice of the Building Official to make the structure safe either by repair or demolition and removal has not been complied with; and,

WHEREAS, this Council finds that the notice of the Building Official to remove rubbish, trash, solid waste and/or unsanitary matter has not been complied with;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. The City Council finds that the alleged nuisance condition, address thereof, the legal description of same, and the Interested Persons are as follows:

ADDRESS: 827 N Apache St

LEGAL: Lot: 24, Block: 28, Forest Hill Terrace Addition to the City of Amarillo, Potter County, TX

INTERESTED PERSONS: Raymundo Martinez Suarez, 827 N Apache St, Amarillo TX 79107-7002

NATURE OF NUISANCE: This property consists of one fire damaged residential structure and two detached accessory buildings. All three structures are open and are dilapidated. Minimal effort has been made to remove or repair these structures. This property is located across the street from an elementary school and park. These structures are considered to be fire, health and safety hazards and a nuisance to the neighborhood.

SECTION 2. This Council hereby finds the Interested Persons failed, neglected, or refused to comply with the Initial Notice of violation to repair or rehabilitate; or to demolish the Dangerous Structure or portion thereof; or, to timely and substantially complete the terms of a Provisional Permit and determines that each of the improvements, buildings and structures described herein are dangerous structures, are structurally unsafe, constitute a fire hazard and are dangerous to human life, and their continued use will constitute a hazard to the safety, health and public welfare and each are hereby declared to be a public nuisance.

SECTION 3. This Council has deliberated its decision, giving due consideration to and weighing the following factors: validity of the violations as alleged by the Building Official; the severity of such violations and any corresponding danger to the public; due regard for private property rights; fair opportunity for the Interested Persons to have been notified of the problems and a corresponding opportunity to repair, remediate, or remove the defects or Dangerous Structure; weighing the private property interests of neighbors affected by further delay or deterioration of the subject property; and any other relevant consideration unique to the circumstances of this case which may materially affect due process and equal protection of involved persons.

SECTION 4. This Council now finds that a public nuisance exists, and has not been timely abated, and now issues the following order(s):

[Select one of the following for structural issues and/or go to next page for trash and weeds]

- i _____ the Structure is not a dangerous one or one marked by accumulation of vegetation, debris or trash, and ordering the matter be dismissed and City to dismiss the notice filed in the county real property records; or,

- ii _____ finding the Structure or any other improvement of any kind, or any part thereof, is dangerous and ordering its removal ten (10) days after notice of decision; or,

- iii _____ the Structure is a danger and ordering its removal ten (10) days after notice of decision, however, further finding that good cause exists to grant a reprieve on that order to allow the Interested Persons in the property to seek to qualify for and obtain a provisional permit during that period, and if obtained then the reprieve shall continue for the duration of such permit or successor permit, as provided in this Section. The reprieve granted under this subsection shall expire upon the later of the expiration of time to apply for and obtain a provisional permit or the expiration of such permit. If at expiration of the reprieve the Building Official finds that the defects that gave rise to the finding of a Dangerous Structure have been abated, then the prior order of the City Council to remove the structure is moot; or, if the defects remain, then the Building Official shall proceed to carry out the City Council's prior order to remove the Dangerous Structure; or,

- iv _____ good cause exists to defer the adjudication of the case and directing reinstatement or extension of a prior provisional permit, for a period of time determined by the City Council not exceeding sixty (60) days from date of the hearing. If at the end of the deferral period, the Building Official finds that there has been no substantial progress toward abatement of the defects, then such fact shall be reported to the City Manager who shall request the City Council to set a new hearing and proceed with an adjudication of whether the Structure is dangerous or not, in accordance with the procedures of the Amarillo Municipal Code Sec. 4-3-3 subsection (e).

[Use this option for trash, weeds, etc., either singly or in addition to one of the above]

v _____ The Interested Persons of the Lot, Tract, or Parcel of land with accumulation of rubbish, trash, solid waste and/or unsanitary matter described in the notice of violation are hereby ordered to take down and/or remove the same from the premises within ten (10) days from this order.

SECTION 5. If the Interested Persons of the dangerous structures shall fail, neglect or refuse to comply with this resolution as herein directed, then the Building Official is hereby directed to proceed with the demolition of the various dangerous structures and/or removal of any and all rubbish, trash, solid waste and unsanitary matters described in this resolution, and he may prosecute the Interested Persons as a violator of the provisions of the International Building Code and the Amarillo Municipal Code.

SECTION 6. The Building Official is further directed to determine the cost of such demolition and/or removal and to levy such assessments against the real estate as may be provided by law.

SECTION 7. That should any part of this resolution conflict with any other resolution, then such other resolution is repealed to the extent of the conflict with this resolution.

SECTION 8. That should any word, phrase, or part of this resolution be found to be invalid or unconstitutional, such finding shall not affect any other word, phrase or part hereof and such shall be continue in effect.

SECTION 9. That this resolution shall be effective on and after its adoption.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on this _____ day of _____ 2016.

Paul Harpole, Mayor

ATTEST:

Frances Hibbs, City Secretary



NOTICE
City of Amarillo
Notice of Condemnation Hearing
April 5th, 2016 5:00 PM
509 SE 7th Avenue, Amarillo TX
Commissioner's Office or Public Works Dept. of City Hall
 The hearing is to determine if this Premises is
 Dangerous or a Nuisance and ordering its
 removal or abatement
 For questions or comments, call 329-3644

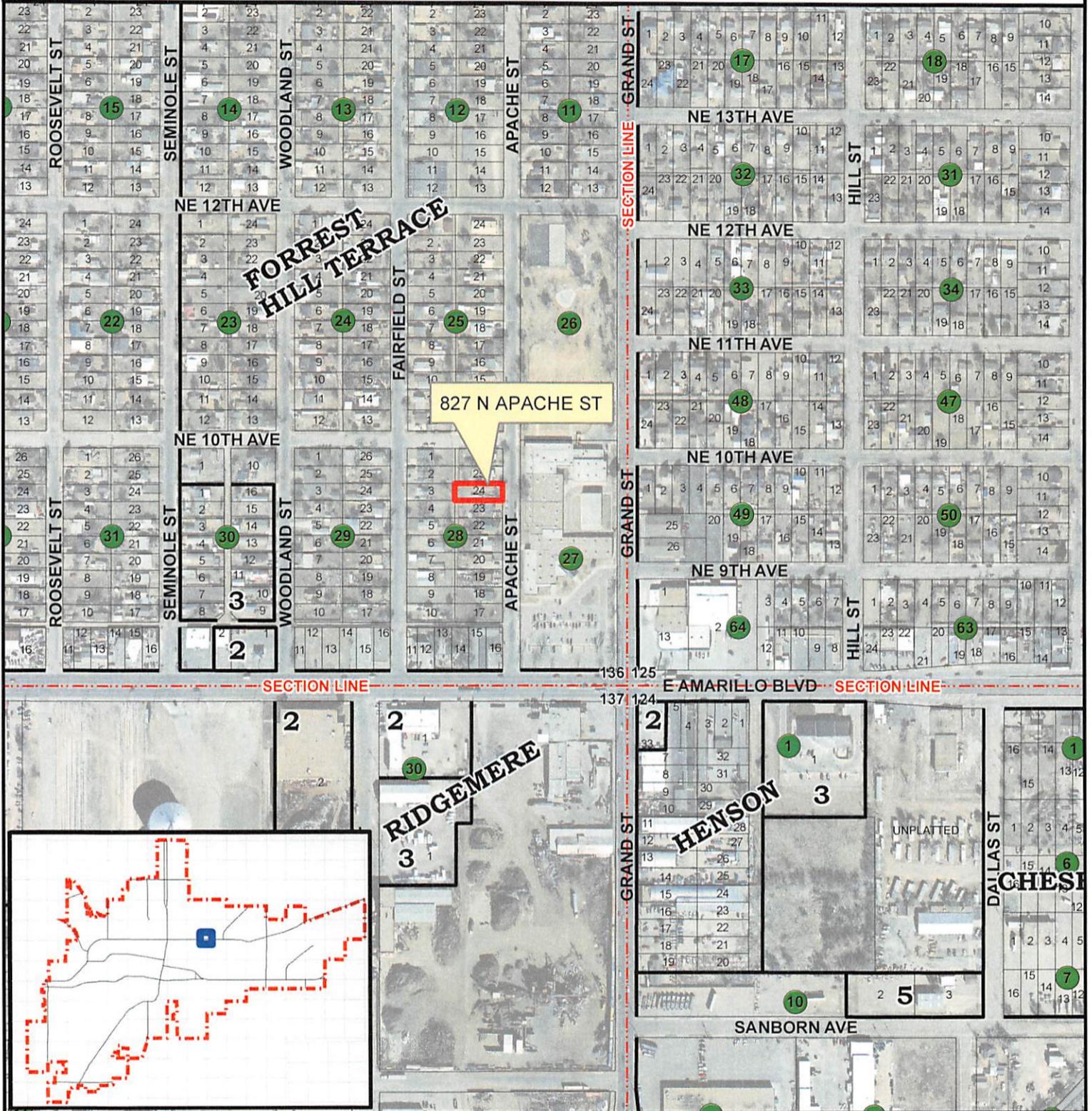
**BEWARE
 OF THE DOG**

03/28/2016



03/28/2016

DANGEROUS STRUCTURE AT 827 N APACHE ST



**CITY OF AMARILLO
BUILDING SAFETY DEPARTMENT**

827 N Apache St - Lot 24, Block 28, Forest Hill Terrace
Addition Unit No. 1, Section 136, Block 2, AB&M
Survey, Potter County, Texas.

Parcel # 022-5800-5780

Scale: 1" = 400'
Date: 2-8-16
Vicinity: NE 10th Ave & N Apache St



Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|---------------|-------------------------|-----|
| Meeting Date | April 5, 2016 | Council Priority | N/A |
|---------------------|---------------|-------------------------|-----|

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| Department | City Manager's Office |
|-------------------|-----------------------|

Agenda Caption
Resolution – Adoption and Creation of a Council Sub-Committee on Economic Development Incentive Policies and Guidelines and Appointment of Council Members to the Sub-Committee

Agenda Item Summary
This item establishes a sub-committee (2 Members) of the City Council to assist staff, partners, and stakeholders in the development of preliminary policies and guidelines for economic development incentives that may be considered for use by the Council. The work of the sub-committee will be presented to the full Council for review, discussion and consideration at later dates.

Requested Action
Approval of the Resolution, formation of the sub-committee and appointment of two Council members to the sub-committee

Funding Summary
N/A

Community Engagement Summary
The Council's Community Engagement program will be implemented as the sub-committee develops its preliminary recommendations. A detailed engagement program will be developed as one of the initial work products of the sub-committee.

Staff Recommendation
Staff recommends approval of the Resolution, formation of the sub-committee, and appointment of the Council Members to the sub-committee.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF AMARILLO, TEXAS
ESTABLISHING A SUBCOMMITTEE TO SERVE AS ADVISORY
COMMITTEE TO THE CITY COUNCIL AND TO WORK WITH CITY
STAFF, PARTNERS AND STAKEHOLDERS IN THE DEVELOPMENT
OF DRAFT ECONOMIC DEVELOPMENT POLICIES AND
GUIDELINES**

WHEREAS, in order to address the City's economic development policies and guidelines, establishment of a Subcommittee of the City Council is in the best interests of the City; and

WHEREAS, work by a Subcommittee of the City Council with City staff, partners and stakeholders will provide the best possible advice to the City Council in the development of Economic Development Policies and Guidelines.

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

Section 1. There is hereby established a Subcommittee of the City Council to serve as an advisory committee to the City Council and to work with City staff, partners and stakeholders in the development of Economic Development Policies and Guidelines.

Section 2. The Advisory Committee shall consist of the following members:

- a. Councilmember _____.
- b. Councilmember _____.

Section 3. The Subcommittee shall serve until such time as the City Council determines the purposes of the Subcommittee have been fulfilled.

Section 4. This Resolution shall become effective from and after its passage.

PASSED AND APPROVED this _____ day of April 2016.

Paul Harpole, Mayor

ATTEST:

Frances Hibbs, City Secretary

Amarillo City Council Agenda Transmittal Memo



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|---------------------|---------------|-------------------------|----------------|
| Meeting Date | April 5, 2016 | Council Priority | Best Practices |
|---------------------|---------------|-------------------------|----------------|

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| Department | Finance |
|-------------------|---------|

Agenda Caption

Resolution – Council Audit Advisory Committee:

This resolution creates a Council Committee to serve as an audit advisory committee to provide and receive information from the City's independent auditor and assist in oversight of the City's financing reporting.

Agenda Item Summary

A resolution creating an Audit Committee that is charged with the oversight of financial reporting and the external auditor.

Requested Action

Council consideration and approval of the resolution creating the Audit Committee.

Funding Summary

N/A

Community Engagement Summary

N/A

Staff Recommendation

Staff recommendation is to approve the resolution creating the Audit Committee.

MEMO



To: Terry Childers, City Manager
From: Michelle Bonner, Assistant City Manager
Date: September 25, 2015
Subject: City of Amarillo Audit Committee

The creation of an Audit Committee allows the City to effectively provide information to and receive information from the independent auditor. Utilization of an Audit Committee to improve communication and completeness of financial reporting is considered a "best practice." The proposed Audit Committee will serve as an advisory committee to the Amarillo City Council, and is charged with the oversight of financial reporting and the external auditor.

I recommend that the City of Amarillo create an Audit Committee made up of five members as listed below:

- Two members from the City of Amarillo Council, to be appointed by the City Council
- One member, to be appointed by the City Council, that is the Chairman of one of the following Boards: Amarillo Economic Development Corporation, Amarillo Hospital District, Amarillo Potter Event Venue District or the Amarillo Local Government Corporation
- City of Amarillo City Manager
- City of Amarillo Assistant City Manager of Finance and Leisure Services

In reviewing with the City Attorney it is recommended that due to the nature of the financial information that will necessarily be discussed by the Audit Committee, meetings of the Committee are not subject to the Texas Open Meetings Act. Further, any documents or other information created by or for the Audit Committee are considered working papers and are not subject to disclosure under the Texas Public Information Act.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF AMARILLO, TEXAS CREATING AN AUDIT COMMITTEE AS AN ADVISORY COMMITTEE TO THE CITY COUNCIL REGARDING FINANCIAL INFORMATION, FINANCIAL REPORTS AND COMMUNICATIONS WITH THE CITY'S INDEPENDENT AUDITORS.

WHEREAS, in order to more effectively and efficiently provide information to and receive information from independent auditors, creation of an Audit Committee is in the best interests of the City; and

WHEREAS, utilization of an Audit Committee to improve communication and completeness of financial reporting is considered a "best practice."

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

Section 1. There is hereby created the Audit Committee to serve as an advisory committee to the City Council regarding financial information, financial reports and communications with the City's independent auditors.

Section 2. The Audit Committee shall consist of the following members:

- a. Two members of the City Council, to be appointed by the City Council;
- b. The Chairman of one of the following, to be appointed by the City Council: Amarillo Economic Development Corporation, Amarillo Hospital District, Amarillo Potter Event Venue District or the Amarillo Local Government Corporation;
- c. The City Manager; and
- d. The Assistant City Manager of Finance and Leisure Services.

Section 3. The Audit Committee created herein shall be a standing committee.

Section 4. Due to the nature of the financial information that will necessarily be discussed and considered by the Audit Committee, meetings of the Committee are not subject to the Texas Open Meetings Act. Any documents or other information created by or for the Audit Committee are considered working papers and are not subject to disclosure under the Texas Public Information Act.

Section 5. This Resolution shall become effective from and after its passage.

PASSED AND APPROVED this 5th day of April 2016.

Paul Harpole, Mayor

ATTEST:

Frances Hibbs, City Secretary

APPROVED AS TO FORM:

William M. McKamie, City Attorney

Amarillo City Council

Agenda Transmittal Memo



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|---------------------|---------------|-------------------------|--|
| Meeting Date | April 5, 2016 | Council Priority | Downtown Development and Long-term Plan for Infrastructure |
|---------------------|---------------|-------------------------|--|

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|-------------------|-----------------------|
| Department | City Manager's Office |
|-------------------|-----------------------|

Agenda Caption

Presentation and Discussion regarding application for the 2016 U.S. Department of Transportation's Transportation Investment Generating Economic Recovery (TIGER) program for the purposes of securing funding assistance in the development of complete streets on Polk Street, 6th Street and other streets in the vicinity of downtown.

Agenda Item Summary

This item is for the purpose of presenting the 2016 TIGER program and discussing the City's interest in seeking application for funding assistance through the program. The call for projects was issued by the US DOT on March 8th with applications due by April 29th. The Federal appropriation was for \$500 Million to be awarded by 2019 for expenditures by 2024. The proposed City project remains the same as the previous request – that is a \$17.5 Million Downtown Complete Streets Project. If authorized, the staff will prepare the application including the conceptual plans previously prepared for the application.

Requested Action

Staff is seeking authorization to proceed with the application for funding through the program. Further, staff is seeking clarification from Council regarding the proposed local match (previously submitted at \$3.5 Million) and any other revisions or refinements to the application. If granted the authority, staff will place a Resolution regarding the matter on the April 12th Council meeting for action and the item will be scheduled on the appropriate MPO meetings.

Funding Summary

Total Project Cost Estimates - \$17.5 Million with \$14 Million Federal and \$3.5 Million Local Match

Community Engagement Summary

Community engagement including meetings with property owners, public hearings, and community meetings were conducted with the previous application. Should the City be successful in its application further engagement would be necessary as the final design is developed.

Staff Recommendation

Staff recommends the Council grant authority to proceed with the application and preparation of the Resolution for the next Council meeting.

Frequently Asked Questions

The following questions pertain to the FY 2016 TIGER program.

What is the TIGER Discretionary Grant Program?

The Consolidated Appropriations Act, 2016 appropriated \$500 million, available through September 30, 2019, for National Infrastructure Investments otherwise known as TIGER grants. As with previous rounds of TIGER, funds for the FY 2016 TIGER program are to be awarded on a competitive basis for projects that will have a significant impact on the Nation, a metropolitan area or a region.

TIGER Discretionary Grants have supported innovative projects, including multimodal and multijurisdictional projects which are difficult to fund through traditional Federal programs. Successful TIGER projects leverage resources, encourage partnership, catalyze investment and growth, fill a critical void in the transportation system or provide a substantial benefit to the nation, region or metropolitan area in which the project is located. The 2016 TIGER grant program will continue to make transformative surface transportation investments that dramatically improve the status quo by providing significant and measurable improvements over existing conditions.

Who can receive TIGER Grants?

Eligible Applicants for TIGER Discretionary Grants are State, local and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact. Each project party in a joint application must be an Eligible Applicant. Joint applications must include a description of the roles and responsibilities of each project party and must be signed by each project party.

What types of projects are eligible for TIGER Discretionary Grant funding?

Eligible projects for TIGER Discretionary Grants are capital projects that include, but are not limited to:

- highway or bridge projects eligible under title 23, United States Code (including bicycle and pedestrian related projects);
- public transportation projects eligible under chapter 53 of title 49, United States Code;
- passenger and freight rail transportation projects;
- port infrastructure investments (including inland port infrastructure); and

- intermodal projects.

This description of Eligible Projects is identical to the description of eligible projects in earlier rounds of the TIGER Discretionary Grant program.

Please note that the Department may use a TIGER Discretionary Grant to pay for the surface transportation components of a broader project that has non-surface transportation components, and applicants are encouraged to apply for TIGER Discretionary Grants to pay for the surface transportation components of these projects. Research, demonstration, or pilot projects are eligible only if they result in surface transportation infrastructure.

Do I need to submit a pre-application in order to be eligible for a TIGER Grant?

No. A pre-application is not required to be submitted prior to submitting an application for the FY2016 round of the TIGER grant program. In lieu of the pre-application, we will be capturing much of the information previously collected there through the “TIGER 2016 Project Information” form available at www.transportation.gov/TIGER.

Where can I access the Application?

Applications must be submitted through Grants.gov. Access to the “Apply” function will be made available in Grants.Gov on February 26, 2016.

What if I am having technical issues with grants.gov?

Please refer to the following links for technical issues with grants.gov:

- Grants.gov Applicant User Guide
- Grants.gov Organization Registration User Guide

You can also contact Grants.gov Customer Support Hotline at 1-800-518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m. EDT.

Are planning grants available for the FY2016 TIGER Discretionary Grant program?

The FY2016 Appropriations Act does not provide dedicated funding for the planning, preparation, or design of capital projects; these activities may be eligible to the extent that they are part of an overall surface transportation construction project.

How do I determine if my project qualifies as being rural?

The TIGER Grant Program defines “rural area” as any area not in an Urbanized Area, as defined by the Census Bureau. For Census 2010, the Census Bureau defined an Urbanized Area as an area that consists of densely settled territory that contains 50,000 or more people. DOT considers a project to be in a rural area if all or a majority of the project money to be spent is located in a rural area.

To determine if a project is located in an urban or rural area, please consult Census maps of Urbanized Areas:

- http://www2.census.gov/geo/maps/dc10map/UAUC_RefMap/ua/ (detailed PDF maps for every UA)
- <http://tigerweb.geo.census.gov/TIGERweb2010/> (click the layer for urban areas and zoom in to see)

Urban Clusters are rural areas for the purposes of the TIGER Discretionary Grant program.

What criteria will be used to evaluate applications for TIGER Discretionary Grants?

The TIGER Discretionary Grants Final Notice of Funding Opportunity outlines the selection criteria in detail. For more information, please view the NOFO.

What is the minimum grant award for TIGER Discretionary Grants?

For projects located in urban areas, the minimum award is \$5 million. Please note that the minimum total project cost for a project located in an urban area must be \$6.25 million to meet match requirements.

For projects located in rural areas, the minimum award is \$1 million.

What is the maximum grant award for TIGER Discretionary Grants?

Pursuant to the FY 2016 Appropriations Act, the maximum award is \$100 million and no more than \$100 million may be awarded to projects in a single State. Across seven rounds of capital projects, TIGER Discretionary Grant awards ranged from \$1 million to \$105 million. Although the average award size has been \$14.5 million, the Secretary may make considerably larger awards to appropriate projects. Applicants should not artificially limit their request to align with the average award size. However, if an applicant submits an application with a substantial TIGER funding request, DOT strongly encourages the applicant to identify in their application discrete project components that have independent utility and separately detail the costs and requested TIGER funding for those components, as well as the overall TIGER funding request

What is the difference between a joint applicant and a partner?

A joint applicant refers to one or more Eligible Applicants, as described in the NOFO, who submit a single application. Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact. Joint applications must include a description of the roles and responsibilities of each applicant and must be signed by each applicant. Only an eligible entity may receive and administer TIGER funds upon award, and lead applicants who wish to administer their grants through eligible co-applicants (such as State DOTs) should create those relationships (such as through MOUs) to the extent possible prior to award.

A project partner refers to one or more stakeholders or collaborators that support the project. Project support can vary from, but is not limited to, help with public engagement or outreach, monetary contributions, planning, or public alignment with project priorities. A project partner need not be an Eligible Applicant.

Can an application contain more than one project component?

Yes, as long as the components demonstrate a strong relationship or connection between them. DOT strongly encourages the applicant to identify in their application the project components that have independent utility, independently align with the selection criteria, and meet NEPA requirements; and DOT encourages the applicant to separately detail the costs and requested TIGER funding for those components, as well as the overall TIGER funding request.

If you intend to demonstrate independent utility on project components, is a BCA needed for each component or only for the entire project?

A best practice for BCA is to provide delineated benefits and costs for each component which has independent utility. All project components that are presented in a single application must demonstrate a strong relationship or connection between them. DOT recognizes the technical challenges in preparing a BCA and encourages applicants to do their best in demonstrating the anticipated benefits and estimated costs of the entire project as well as appropriate components.

What does Ladders of Opportunity mean?

Ladders of Opportunity projects may increase connectivity to employment, education, services and other opportunities, support workforce development, or contribute to community revitalization, particularly for disadvantaged groups: low income groups, persons with visible and hidden disabilities, elderly individuals and minority persons and populations.

Are freight projects competitive in TIGER?

DOT encourages the submission of projects that will improve economic competitiveness as highlighted in the national freight goals established in section 167 of title 23, United States Code. Such projects may also advance specific goals established in a state freight plan, as described in MAP-21 Section 1118; to the extent these plans are available, they may be used to

further support the economic benefits of a project. Freight projects may help the United States compete in global economy by facilitating efficient and reliable freight movement, particularly if the project will help reduce the costs of transporting export cargoes. Other examples of freight projects include projects that facilitate the safe movement of trucks through towns, cities and urban areas, as well as at rail grade crossings; provisions for improving work zone safety in areas of truck operations; and projects to provide safe truck parking facilities to address the shortage of long-term parking for commercial motor vehicles on the National Highway System (NHS).

Are eligible projects allowed to apply to both the TIGER and the Nationally Significant Freight and Highway Projects programs?

Yes, projects that meet the minimum eligibility requirements for both programs may submit applications to both programs, but must timely submit separate applications that independently address how the project satisfies applicable selection criteria for the relevant grant program. In addition, TIGER and NSFHP have independent application limits.

How do we get feedback on previous TIGER grant submissions to improve chances of success?

DOT will debrief previous grant submissions with previous applicants. Please email TIGERgrants@dot.gov to schedule a debrief.

Is capital equipment or rolling stock eligible for TIGER funds?

Yes, equipment is eligible, but federal requirements apply to the use of any grant funding. Please see section F.2. of the TIGER NOFO for information on federal requirements.

What is the different between the obligation and expenditure deadlines?

The obligation deadline, September 30, 2019, is the date by which a TIGER awardee must have a signed and executed grant agreement with the DOT. The execution of the grant agreement obligates TIGER funding for the awarded project. The expenditure deadline of September 30, 2024, is the date by which all TIGER funding must be spent.

Amarillo City Council Agenda Transmittal Memo



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|---------------------|---------------|-------------------------|-----|
| Meeting Date | April 5, 2016 | Council Priority | N/A |
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|-------------------|------------|
| Department | Purchasing |
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Agenda Caption

Award – Ballistic Vests for Amarillo Police Department
Nardis Inc - \$80,940.00

This award is to approve a purchase of ballistic vests for the City of Amarillo Police Department.

Agenda Item Summary

Award of ballistic vests for use by the City of Amarillo Police department in their job.

Requested Action

Consider approval and award for the purchase of ballistic vests for the APD.

Funding Summary

Funding for this award is available in the Quarter Masters Inventory Account 1000.15360

Community Engagement Summary

N/A

Staff Recommendation

City Staff is recommending approval and award of the contract.

Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|--------------|-------------------------|--|
| Meeting Date | 5 April 2016 | Council Priority | City Manager Initiative – Best Practices City-Wide |
|---------------------|--------------|-------------------------|--|

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| Department | Police |
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Agenda Caption

Award -- City of Amarillo Police Department Study: KRW Associates--\$77,000

This item is to a Professional Services Contract for the completion of an organizational assessment of the Amarillo Police Department and delivery of a Comprehensive Review and Action Plan for the City of Amarillo Police Department.

Agenda Item Summary

The overall goal of the study is to strengthen and position the Amarillo Police Department as an effective 21st Century Police Department incorporating best community policing and public trust practices.

Requested Action

Approval of Award to KRW Associates in the amount of \$77,000.

Funding Summary

Funding is available in the Police Department Account 1610.62000.

Community Engagement Summary

As part of the study the consultant is required to not only work with the department at all levels but 1) reach out to community organizations and leaders, public officials, and other stakeholders to identify gaps or opportunities to build greater public trust, understanding, and collaboration 2) Identify best policing practices, recommend where they need to be incorporated into current department operations, why and how they can serve to strengthen the department and build greater trust in the community, and 3) Identify methods and means whereby the community can gain greater understanding of police challenges, responsibilities, expectations, and life and death decisions.

Staff Recommendation

Approval of the award.

INNER-DEPARTMENT OFFICE COMMUNICATION



To: Terry Childers, Interim City Manager

Date: 03/28/2016

From: Chief Robert Taylor

Subject: Recommending KRW Associates, LLC

The Police Consultant Committee has completed the evaluation of proposals submitted in response to the Request for Proposals (RFP) for a Comprehensive Police Study for the Amarillo Police Department.

The RFP process opened on January 29, 2016. The City received a total of three (3) RFP's submitted by the closing date/time of February 25, 2016 at 4:00 PM. All proposals were reviewed for responsiveness and compliance, with all of them being deemed compliant and meeting the minimum requirements outlined in the overall RFP (Scope of Work).

The Police Consultant Committee consisted of the following staff:

Trent Davis, Purchasing Agent – Nonvoting member
Bob Cowell, Deputy City Manager
Paula Hertwig-Hopkins, Interim Assistant City Manager
Robert Taylor, Chief of the Police Department
Martin Birkenfeld, Assistant Chief of the Police Department
Clifton Beck, Human Resources Director
Bryan McWilliams, City Legal Attorney III
Judy Phelps, Transit Manager
Hector Mendoza, Benefits Administrator

The Police Consultant Committee was tasked with evaluating, scoring and ranking the three (3) proposals submitted in accordance with the criteria outlined within the RFP. After the first evaluation two (2) companies, The Police Foundation LLC and KRW Associates LLC, were selected to provide "Best and Final" offers. Two Committee members were not present for the "Best and Final" evaluation, Interim ACM Paula Hertwig-Hopkins and Clifton Beck, Human Resource Director. The Preliminary Scores for those two companies are listed below:

| Company | Overall Score (600 Max) | Price/Cost Submitted | Rank |
|--------------------------|-------------------------|----------------------|----------|
| KRW Associates | 563.66 | \$77,000 | 1 |
| | | | |
| Police Foundation | 468.04 | \$158,353.43 | 2 |

We feel that KRW Associates, LLC is capable of meeting all of the functional requirements outlined within the RFP. The report will then allow the City to properly evaluate the functions of the Amarillo Police Department. The Police Consultant Committee recommends that the City Manager proceed with awarding KRW Associates, LLC the contract to complete the Comprehensive Police Study for the Amarillo Police Department. I concur.

Chief Robert Taylor

Amarillo City Council Agenda Transmittal Memo



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|---------------------|---------------|-------------------------|-----|
| Meeting Date | April 5, 2016 | Council Priority | N/A |
|---------------------|---------------|-------------------------|-----|

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| Department | Central Stores |
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Agenda Caption

Award – Janitorial Supplies Annual Contract
Olmsted Kirk Paper Co - \$7,217.76
Affiliated Foods - \$20,298.60
AFP Industries Inc - \$2,674.20
Pyramid School Products - \$117.60
OfficeWise - \$2,066.40
Sam Tell and Son Inc. - \$4,284.20
Wagner Supply - \$2,472.84
LD Supply - \$11,784.00
Total \$50,915.60

This award is to approve an annual contract for the purchase of Janitorial supplies for the City of Amarillo.

Agenda Item Summary

Award of Annual Janitorial Supplies for use by City departments in performing janitorial duties.

Requested Action

Consider approval and award for the City Annual Contract for Janitorial Supply Agreement.

Funding Summary

Funding for this award is available in the Central Stores Inventory Account 1000.15400.

Community Engagement Summary

N/A

Staff Recommendation

City Staff is recommending approval and award of the contract.

| To be awarded by line | OLMSTED KIRK PAPER CO | AFFILIATED FOOD SERVICE | AFP INDUSTRIES | PYRAMID SCHOOL PRODUCTS | OFFICEWISE FURNITURE & SUPPLY | SAM TELL AND SON INC | WAGNER SUPPLY | LD SUPPLY COMPANY | EAGLE BRUSH & CHEMICAL INC | EMPIRE PAPER CO | WESCO DIST | BORITEX INC |
|--|-----------------------|-------------------------|----------------|-------------------------|-------------------------------|----------------------|---------------|-------------------|----------------------------|-----------------|------------|-------------|
| Line 1 Absorbent, floor dry, per specifications 900 ea | | | | | | | | | | | | |
| Unit Price | \$5.460 | \$0.00 | \$0.000 | \$0.00 | \$0.00 | \$0.00 | \$5.50 | \$0.00 | \$0.00 | \$5.70 | \$7.10 | \$0.00 |
| Extended Price | 4,914.00 | | | | | | 4,950.00 | | | 5,130.00 | 6,390.00 | |
| Line 2 Bleach, per specifications 1,200 ea | | | | | | | | | | | | |
| Unit Price | \$4.220 | \$3.99 | \$0.000 | \$0.00 | \$6.94 | \$0.00 | \$4.38 | \$5.16 | \$0.00 | \$5.02 | \$5.00 | \$0.00 |
| Extended Price | 5,064.00 | 4,788.00 | | | 8,328.00 | | 5,256.00 | 6,192.00 | | 6,024.00 | 6,000.00 | |
| Line 3 Bottle with trigger sprayer, per specifications 600 ea | | | | | | | | | | | | |
| Unit Price | \$0.980 | \$1.36 | \$0.690 | \$0.84 | \$2.56 | \$0.96 | \$0.86 | \$1.15 | \$0.00 | \$1.00 | \$1.27 | \$0.00 |
| Extended Price | 588.00 | 816.00 | 414.00 | 504.00 | 1,536.00 | 576.00 | 516.00 | 690.00 | | 600.00 | 762.00 | |
| Line 4 Brush truck washing, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$10.010 | \$0.00 | \$9.050 | \$10.69 | \$0.00 | \$0.00 | \$11.10 | \$12.40 | \$11.69 | \$0.00 | \$10.20 | \$0.00 |
| Extended Price | 360.36 | | 325.80 | 384.84 | | | 399.60 | 446.40 | 420.84 | | 367.20 | |
| Line 5 Broom, 24", 100% horse hair, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$15.110 | \$8.00 | \$18.230 | \$20.98 | \$0.00 | \$0.00 | \$22.35 | \$19.90 | \$25.75 | \$0.00 | \$21.00 | \$0.00 |
| Extended Price | 543.96 | | 656.28 | 755.28 | | | 804.60 | 716.40 | 927.00 | | 756.00 | |
| Line 6 Broom, 24", plastic bristle, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$12.720 | \$0.00 | \$15.480 | \$18.17 | \$0.00 | \$0.00 | \$18.97 | \$17.20 | \$19.22 | \$0.00 | \$16.72 | \$0.00 |
| Extended Price | 457.92 | | 557.28 | 654.12 | | | 682.92 | 619.20 | 691.92 | | 601.92 | |
| Line 7 Broom, 24", heavy sweep push, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$12.630 | \$0.00 | \$16.870 | \$17.98 | \$0.00 | \$0.00 | \$22.35 | \$0.00 | \$19.53 | \$0.00 | \$0.00 | \$0.00 |
| Extended Price | 454.68 | | 607.32 | 647.28 | | | 804.60 | | 703.08 | | | |
| Line 8 Broom, 16", street with handle, per specifications 24 ea | | | | | | | | | | | | |
| Unit Price | \$8.600 | \$0.00 | \$8.900 | \$10.94 | \$0.00 | \$0.00 | \$10.90 | \$10.50 | \$12.75 | \$0.00 | \$13.55 | \$0.00 |
| Extended Price | 206.40 | | 213.60 | 262.56 | | | 261.60 | 252.00 | 306.00 | | 325.20 | |
| Line 9 Broom, angled nylon bristle, per specifications 120 ea | | | | | | | | | | | | |
| Unit Price | \$6.610 | \$5.96 | \$3.240 | \$3.58 | \$6.94 | \$6.50 | \$5.16 | \$4.69 | \$4.96 | \$9.47 | \$5.90 | \$4.19 |
| Extended Price | 793.20 | 715.20 | 388.80 | 429.60 | 832.80 | 780.00 | 619.20 | 562.80 | 595.20 | 1,136.40 | 708.00 | 502.80 |
| Line 10 Broom, straw, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$6.330 | \$6.68 | \$5.170 | \$5.49 | \$7.13 | \$6.83 | \$6.21 | \$5.35 | \$0.00 | \$7.01 | \$9.10 | \$5.94 |
| Extended Price | 227.88 | 240.48 | 186.12 | 197.64 | 256.68 | 245.88 | 223.56 | 192.60 | | 252.36 | 327.60 | 213.84 |

| To be awarded by line | OLMSTED KIRK PAPER CO | AFFILIATED FOOD SERVICE | AFP INDUSTRIES | PYRAMID SCHOOL PRODUCTS | OFFICEWISE FURNITURE & SUPPLY | SAM TELL AND SON INC | WAGNER SUPPLY | LD SUPPLY COMPANY | EAGLE BRUSH & CHEMICAL INC | EMPIRE PAPER CO | WESCO DIST | BORITEX INC |
|--|-----------------------|-------------------------|----------------|-------------------------|-------------------------------|----------------------|---------------|-------------------|----------------------------|-----------------|------------|-------------|
| Line 11 Broom,metal threaded , per specifications 12 ea | | | | | | | | | | | | |
| Unit Price | \$3.550 | \$0.00 | \$2.930 | \$3.99 | \$0.00 | \$0.00 | \$3.60 | \$0.00 | \$3.77 | \$0.00 | \$20.74 | \$0.00 |
| Extended Price | 42.60 | - | 35.16 | 47.88 | - | - | 43.20 | - | 45.24 | - | 248.88 | - |
| Line 12 Squeege, 18" floor with handle, per specifications 12 ea | | | | | | | | | | | | |
| Unit Price | \$10.560 | \$0.00 | \$13.340 | \$12.99 | \$0.00 | \$11.38 | \$16.36 | \$0.00 | \$0.00 | \$0.00 | \$18.60 | \$0.00 |
| Extended Price | 126.72 | - | 160.08 | 155.88 | - | 136.56 | 196.32 | - | - | - | 223.20 | - |
| Line 13 Squeege, 24" floor with handle, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$14.280 | \$0.00 | \$15.540 | \$15.89 | \$0.00 | \$0.00 | \$19.05 | \$19.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Extended Price | 514.08 | - | 559.44 | 572.04 | - | - | 685.80 | 712.80 | - | - | - | - |
| Line 14 Brush, nylon bristle bowl round head, per specifications 120 ea | | | | | | | | | | | | |
| Unit Price | \$2.260 | \$0.00 | \$1.460 | \$0.98 | \$1.62 | \$1.39 | \$1.38 | \$2.79 | \$0.00 | \$0.00 | \$3.22 | \$1.13 |
| Extended Price | 271.20 | - | 175.20 | 117.60 | 194.40 | 166.80 | 165.60 | 334.80 | - | - | 386.40 | 135.60 |
| Line 15 Cleaner, 409 all purpose, per specifications 840 ea | | | | | | | | | | | | |
| Unit Price | \$2.700 | \$2.59 | \$0.000 | \$0.00 | \$3.22 | \$0.00 | \$3.15 | \$3.05 | \$0.00 | \$2.86 | \$4.49 | \$0.00 |
| Extended Price | 2,268.00 | 2,175.60 | - | - | 2,704.80 | - | 2,646.00 | 2,562.00 | - | 2,402.40 | 3,771.60 | - |
| Line 16 Powder, babo scouring, per specifications 600 ea | | | | | | | | | | | | |
| Unit Price | \$0.000 | \$0.00 | \$0.930 | \$0.98 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Extended Price | - | - | 558.00 | 588.00 | - | - | - | - | - | - | - | - |
| Line 17 Cleaner sprayway glass, per specifications 3,600 ea | | | | | | | | | | | | |
| Unit Price | \$2.350 | \$2.06 | \$0.000 | \$1.98 | \$0.00 | \$0.00 | \$2.20 | \$0.00 | \$0.00 | \$2.23 | \$2.74 | \$0.00 |
| Extended Price | 8,460.00 | 7,416.00 | - | 7,128.00 | - | - | 7,920.00 | - | - | 8,028.00 | 9,864.00 | - |
| Line 18 Disinfectant, pinesol, per specifications 2,880 ea | | | | | | | | | | | | |
| Unit Price | \$0.000 | \$1.99 | \$0.000 | \$0.00 | \$3.39 | \$0.00 | \$2.10 | \$3.37 | \$0.00 | \$2.22 | \$2.25 | \$0.00 |
| Extended Price | - | 5,731.20 | - | - | 9,763.20 | - | 6,048.00 | 9,705.60 | - | 6,393.60 | 6,480.00 | - |
| Line 19 Wipes, disinfectant clorox, per specifications 720 ea | | | | | | | | | | | | |
| Unit Price | \$4.320 | \$3.99 | \$0.000 | \$4.92 | \$2.87 | \$0.00 | \$4.75 | \$4.72 | \$0.00 | \$4.49 | \$5.30 | \$0.00 |
| Extended Price | 3,110.40 | 2,872.80 | - | 3,542.40 | 2,066.40 | - | 3,420.00 | 3,398.40 | - | 3,232.80 | 3,816.00 | - |
| Line 20 Disinfectant spray, lyson, per specifications 840 ea | | | | | | | | | | | | |
| Unit Price | \$5.820 | \$0.00 | \$0.000 | \$5.72 | \$6.33 | \$5.10 | \$6.18 | \$5.90 | \$0.00 | \$6.01 | \$6.40 | \$0.00 |
| Extended Price | 4,888.80 | - | - | 4,804.80 | 5,317.20 | 4,284.00 | 5,191.20 | 4,956.00 | - | 5,048.40 | 5,376.00 | - |
| Line 21 Mop, 24"X5" dust, per specifications 84 ea | | | | | | | | | | | | |
| Unit Price | \$5.050 | \$0.00 | \$2.480 | \$2.98 | \$5.59 | \$3.55 | \$2.49 | \$5.00 | \$0.00 | \$12.21 | \$4.15 | \$3.70 |
| Extended Price | 424.20 | - | 208.32 | 250.32 | 469.56 | 298.20 | 209.16 | 420.00 | - | 1,025.64 | 348.60 | 310.80 |

| To be awarded by line | OLMSTED KIRK PAPER CO | AFFILIATED FOOD SERVICE | AFP INDUSTRIES | PYRAMID SCHOOL PRODUCTS | OFFICEWISE FURNITURE & SUPPLY | SAM TELL AND SON INC | WAGNER SUPPLY | LD SUPPLY COMPANY | EAGLE BRUSH & CHEMICAL INC | EMPIRE PAPER CO | WESCO DIST | BORITEX INC |
|---|-----------------------|-------------------------|------------------|-------------------------|-------------------------------|----------------------|------------------|-------------------|----------------------------|------------------|------------------|------------------|
| Line 22 Mop, 36"X 5" dust, per specifications 60 ea | | | | | | | | | | | | |
| Unit Price | \$6.510 | \$5.91 | \$3.830 | \$3.90 | \$7.85 | \$4.83 | \$3.74 | \$4.20 | \$0.00 | \$18.31 | \$5.71 | \$4.90 |
| Extended Price | 390.60 | 354.60 | 229.80 | 234.00 | 471.00 | 289.80 | 224.40 | 252.00 | - | 1,098.60 | 342.60 | 294.00 |
| Line 23 Mop, 24oz, per specifications 3,600 ea | | | | | | | | | | | | |
| Unit Price | \$4.400 | \$4.52 | \$3.770 | \$3.59 | \$6.06 | \$3.90 | \$3.26 | \$3.22 | \$0.00 | \$3.50 | \$4.18 | \$3.67 |
| Extended Price | 15,840.00 | 16,272.00 | 13,572.00 | 12,924.00 | 21,816.00 | 14,040.00 | 11,736.00 | 11,592.00 | - | 12,600.00 | 15,048.00 | 13,212.00 |
| Line 24 Mop, 32oz, per specifications 36 ea | | | | | | | | | | | | |
| Unit Price | \$5.600 | \$5.94 | \$5.530 | \$5.31 | \$7.12 | \$5.04 | \$4.79 | \$4.80 | \$0.00 | \$5.11 | \$4.95 | \$4.88 |
| Extended Price | 201.60 | 213.84 | 199.08 | 191.16 | 256.32 | 181.44 | 172.44 | 172.80 | - | 183.96 | 178.20 | 175.68 |
| Line 25 Frame & handle, wet mop, per specifications 60 ea | | | | | | | | | | | | |
| Unit Price | \$5.750 | \$3.25 | \$4.610 | \$4.29 | \$0.00 | \$0.00 | \$4.99 | \$4.15 | \$4.55 | \$8.61 | \$7.81 | \$5.22 |
| Extended Price | 345.00 | 195.00 | 276.60 | 257.40 | - | - | 299.40 | 249.00 | 273.00 | 516.60 | 468.60 | 313.20 |
| Line 26 Stick, pumice scouring, per specifications 120 ea | | | | | | | | | | | | |
| Unit Price | \$1.780 | \$1.71 | \$0.000 | \$1.88 | \$2.06 | \$3.83 | \$1.74 | \$1.60 | \$0.00 | \$2.09 | \$2.05 | \$0.00 |
| Extended Price | 213.60 | 205.20 | - | 225.60 | 247.20 | 459.60 | 208.80 | 192.00 | - | 250.80 | 246.00 | - |
| Line 27 Soap, dial bar, per specifications 360 ea | | | | | | | | | | | | |
| Unit Price | \$0.810 | \$0.78 | \$0.000 | \$0.87 | \$1.10 | \$0.00 | \$0.99 | \$0.00 | \$0.00 | \$1.03 | \$0.99 | \$0.00 |
| Extended Price | 291.60 | 280.80 | - | 313.20 | 396.00 | - | 356.40 | - | - | 370.80 | 356.40 | - |
| Line 28 Soap, Lava bar, per specifications 360 ea | | | | | | | | | | | | |
| Unit Price | \$3.240 | \$0.75 | \$0.000 | \$0.89 | \$0.94 | \$0.00 | \$0.92 | \$0.92 | \$0.00 | \$0.91 | \$0.95 | \$0.00 |
| Extended Price | 1,166.40 | 270.00 | - | 320.40 | 338.40 | - | 331.20 | 331.20 | - | 327.60 | 342.00 | - |
| Line 29 Cleaner, hand w/o scrubbies, per specifications 96 ea | | | | | | | | | | | | |
| Unit Price | \$0.000 | \$0.00 | \$0.000 | \$0.00 | \$0.00 | \$0.00 | \$7.55 | \$11.50 | \$0.00 | \$9.25 | \$0.00 | \$0.00 |
| Extended Price | - | - | - | - | - | - | 724.80 | 1,104.00 | - | 888.00 | - | - |
| Line 30 Cleaner, hand with scrubbies, per specifications 60 ea | | | | | | | | | | | | |
| Unit Price | \$0.000 | \$0.00 | \$0.000 | \$0.00 | \$0.00 | \$0.00 | \$9.00 | \$11.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Extended Price | - | - | - | - | - | - | 540.00 | 690.00 | - | - | - | - |
| Line 31 Wipes, handcleaner, per specifications 120 ea | | | | | | | | | | | | |
| Unit Price | \$13.070 | \$0.00 | \$0.000 | \$10.09 | \$12.84 | \$0.00 | \$6.76 | \$0.00 | \$0.00 | \$10.35 | \$10.83 | \$0.00 |
| Extended Price | 1,568.40 | - | - | 1,210.80 | 1,540.80 | - | 811.20 | - | - | 1,242.00 | 1,299.60 | - |
| Bid Total | 53,733.60 | 42,546.72 | 19,322.88 | 36,718.80 | 56,534.76 | 21,458.28 | 56,448.00 | 46,344.00 | 3,962.28 | 56,751.96 | 65,034.00 | 15,157.92 |
| Award by Vendor | 7,217.76 | 20,856.60 | 2,116.20 | 117.60 | | 2,066.40 | 4,284.00 | 2,472.84 | 11,784.00 | | | |

Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|---------------|-------------------------|-----|
| Meeting Date | April 5, 2016 | Council Priority | N/A |
|---------------------|---------------|-------------------------|-----|

| | |
|-------------------|------------|
| Department | Purchasing |
|-------------------|------------|

Agenda Caption

Award – Advertising Annual Contract
Amarillo Globe News \$119,433.52

This award is to approve an annual contract for the purchase of Advertising Requirements for the City of Amarillo.

Agenda Item Summary

Award of Annual Advertising Requirements Contract for use by City departments.

Requested Action

Consider approval and award for the City Annual Contract for Advertising Contract.

Funding Summary

Sufficient funds are available in the various City departments that will use the advertising contract.

Community Engagement Summary

N/A

Staff Recommendation

City Staff is recommending approval and award of the contract.

Amarillo City Council Agenda Transmittal Memo



E

| | | | |
|---------------------|---------------|-------------------------|------|
| Meeting Date | April 5, 2016 | Council Priority | HIGH |
|---------------------|---------------|-------------------------|------|

| | |
|-------------------|-----------------------|
| Department | Community Development |
|-------------------|-----------------------|

Agenda Caption

2016 Texas Department of Agriculture Summer Lunch Application and Amarillo Independent School District Contract for Summer Food Service.

Agenda Item Summary

The Summer Food Service Program is funded through the Texas Department of Agriculture and provides free meals to children at 53 sites in low-income neighborhoods from June 1st – August 12th, 2016 and is administered by the Community Development Department. The program locations include 17 park sites, 34 school sites, and 2 community centers. AISD will prepare and deliver meals to each site which is staffed and supervised by the Parks and Recreation Department, school district staff, or agency staff. Approximately 138,875 lunches and 105,975 snacks will be served.

Requested Action

Please place on the Consent Agenda for Tuesday, April 5, 2016 to authorize submission of the Summer Food Service Program Application to Texas Department of Agriculture and authorize city management to execute the Agreement to Furnish Food with AISD.

Funding Summary

The Texas Department of Agriculture will reimburse the City of Amarillo for the cost of each meal served at a rate of \$3.685 per lunch and \$0.865 per snack. Reimbursement rates include administrative and operating costs. Anticipated reimbursement for the months of June, July and August is \$603,422.76.

Community Engagement Summary

All 53 meal sites are open to any child under 18 who will be served at no charge. The program is promoted through the Parks and Recreation department, radio, press releases, TX211, posters and flyers, the school district, and the Community Development website.

Staff Recommendation

It is recommended that the Community Development Department submit the 2016 Summer Food Service Application to Texas Department of Agriculture and the contract be executed with AISD to provide meals at a cost of \$2.88 per lunch and \$0.85 per snack.

**SFSP CE Application
For School Year: 2015 - 2016**

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

**Version: Original
CFDA #10.559**

Contracting Entity Type

- 1. Type of Agency: Government Agency
- 2. Type of SFSP Organization: Unit of Government

Street Address

- 3. Address Line 1: 808 S Buchanan Street
- Address Line 2: Community Development Department
- 4. City: Amarillo
- 5. State: TX Zip: 79101

Mailing Address

- 6. Address Line 1: PO Box 1971
- Address Line 2: Community Development Department
- 7. City: Amarillo
- 8. State: TX Zip: 79105-1971

Summer Food Service Program Contact

| | Salutation | First Name | Last Name |
|---|---|------------|--|
| 9. Name: | Mrs. | Kathryn | Foster |
| 10. Email Address: | kathryn.foster@amarillo.gov | | |
| 11. Phone: | (806) 378-3005 | Ext: | Fax: (806) 378-9389 |
| 12. Title: | Community Development Program Coordinator | | |
| 13. <input checked="" type="checkbox"/> | This person is a supervisor responsible for the food service and attended or will attend current program year's TDA training. | | Date training completed or will be completed: 03/07/2016 |

Primary Authorized Representative

| | Salutation | First Name | Last Name |
|--------------------|-------------------------------------|------------|---------------------|
| 14. Name: | Mr. | James | Allen |
| 15. Date of Birth: | 05/12/1961 (mm/dd/yyyy) | | |
| 16. Email Address: | james.allen@amarillo.gov | | |
| 17. Phone: | (806) 378-3023 | Ext: | Fax: (806) 378-9389 |
| 18. Title: | Community Development Administrator | | |

Home Address

- 19. Address Line 1: PO Box 1971
- Address Line 2: Community Development Department
- 20. City: Amarillo
- 21. State: TX Zip: 79105-1971
- 22. This person is a supervisor responsible for the food service and attended or will attend current program year's TDA training. Date training completed or will be completed:

Training Attendance

23. If neither the Summer Food Service Program Contact nor the Primary Authorized Representative attended or will attend the current program year's TDA training, provide the name of the supervisory person who attended or will attend current program year's TDA training.

Person who attended or will attend:

24. Date training completed or will be completed:

General Questions

25. Does your agency provide year round public services to the community(ies) other than operating the SFSP? Yes No

26. If **No**, which of the following circumstance applies?

If **Other**, please describe.

27. Indicate meal count procedures (Check all that apply) Count each complete meal as it is served
 Collect tickets as children receive a complete meal
 Other

28. Contracting Entities that are self-prep, vended by a SFA, or vended by a SFA that procures their SFSP meals from the same FSMC that provided their most recent NSLP and/or SBP meals are eligible to receive USDA Foods (commodities). By selecting Yes, you are certifying that you meet the requirement and want to receive USDA Foods. By selecting No, you are certifying that you do not meet requirements and/or do not want USDA Foods. Yes No

29. List any federal agency providing financial support to your agency or enter "None": City of Amarillo receives federal financial support for a variety of programs, projects and services. Refer to single audit.

30. Does your agency intend to participate in the demonstration project for non-congregate feeding related to excessive heat? Yes No

Outreach

31. Will the prototype Public Release provided by TDA be used? Yes No

Direct Operational Control

32. Contracting Entities which are units of local, municipal, county or State government, and contracting entities which are private nonprofit organizations, will only be approved to administer the SFSP at sites where they have direct operational control. I certify that the Contracting Entity has direct operational control over all sites.

Certification

33. State policies and rules require an agency to certify information regarding past business participation and criminal background. Please answer the following questions:

1. Has the agency or any of the agency's principals participated in any publicly funded programs within the past seven years? Yes No

NOTE: Principal means any individual who holds a management position within, or is an officer of, the contracting entity (sponsor), including all members of the contracting entity's board of directors, or otherwise exercises control of, or determines the actions of, the contracting entity.

Publicly funded means money that is received from a local, state, or federal governmental agency.

If yes, submit a listing of the publicly funded programs in which the contracting entity and its principals have participated in the past seven years and currently participate in.

2. Within the past seven years, has the contracting entity or any principals been declared ineligible to participate in any publicly funded programs for violating program requirements? Yes No

If yes, answer question #3.

3. Were the violations corrected and eligibility restored, including payments of debts owed? Yes No

If yes, submit documentation of reinstatement, including proof of payment of debts owed, if applicable.
If no, submit a detailed explanation.

4. Has the contracting entity or any of the contracting entity's principals been convicted of any activity that occurred within the past seven years that indicated a lack of business integrity? Yes No

NOTE: A lack of business integrity includes fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, and obstruction of justice.

If yes, submit a detailed explanation.

34. I hereby certify that neither the Contracting Entity nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the state agency any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The state agency may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Contracting Entity, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the state agency. In accordance with Federal law and U.S. Department of Agriculture policy, this Contracting Entity does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: kfoster11 on: 3/22/2016 9:28:49 AM Modified By: kfoster11 on: 3/22/2016 9:33:39 AM

2015 - 2016 SFSP Budget Detail

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

Budget Version: Original

Operating Reimbursement

| Meal | Sites | Total Meals | Total |
|-----------|-------|------------------|---------------------|
| Breakfast | 0 | 0 | \$0.00 |
| Lunch | 52 | 138,875 | \$470,786.25 |
| Snack | 34 | 105,975 | \$83,720.25 |
| Supper | 0 | 0 | \$0.00 |
| | | Sub Total | \$554,506.50 |

Administrative Reimbursement

| Meal | Sites | Total Meals | Total |
|-----------|-------|------------------|--------------------|
| Breakfast | 0 | 0 | \$0.00 |
| Lunch | 52 | 138,875 | \$40,968.13 |
| Snack | 34 | 105,975 | \$7,948.13 |
| Supper | 0 | 0 | \$0.00 |
| | | Sub Total | \$48,916.26 |

Projected Operating Costs

| | | |
|--|---------------------|---------------------|
| Food for all vended and self-prep meals: | | \$490,038.75 |
| Non Food Supplies: | | \$3,000.00 |
| Operational Personnel: | | \$20,000.00 |
| Fringe Benefits: | | \$0.00 |
| Facility and Utility: | | \$0.00 |
| Equipment Rental: | | \$0.00 |
| Transportation: | Rate per mile: 0.00 | \$0.00 |
| Other: Advertising | | \$7,000.00 |
| | Sub Total | \$520,038.75 |

Projected Administrative Costs

| | | |
|---------------------------|---------------------|-------------|
| Administrative Personnel: | | \$20,000.00 |
| Fringe Benefits: | | \$6,800.00 |
| Office Expense: | | \$4,000.00 |
| Facility and Utility: | | \$0.00 |
| Transportation: | Rate per mile: 0.56 | \$1,500.00 |
| Audit Fees: | | \$0.00 |
| Legal Fees: | | \$0.00 |

| | | |
|---------------------------|------------------|-------------|
| Other: | | \$0.00 |
| Indirect Cost: | 19.71 % | \$0.00 |
| Name of Cognizant Agency: | City of Amarillo | |
| | Sub Total | \$32,300.00 |

Cost Reimbursement Summary

| | | |
|--|----------------|--------------|
| Total SFSP Costs | | \$552,338.75 |
| Total SFSP Reimbursement | | \$603,422.76 |
| Excess SFSP revenue amount from the prior program year or previous participation in SFSP | | \$48,956.00 |
| Amount from other funding resources (e.g. grant, donations) | | \$0.00 |
| Other funding resources | | |
| | Balance | \$100,040.01 |

Adult Meal Information

| | | |
|--|-----|--------------------------|
| Will meals be served to non-program adults? | Yes | <input type="radio"/> No |
| Will meals be provided at no cost to non-program adults? | Yes | <input type="radio"/> No |

Misc.

Identify how excess funds will be used:

- Used to improve the meal service or other aspects of the SFSP
- Kept for next year's SFSP operations
- Pay for allowable costs of the other child nutrition programs

| | | |
|--|-----|--------------------------|
| Is there a rental agreement, lease, or contract associated for any of the non-food costs listed above? | Yes | <input type="radio"/> No |
|--|-----|--------------------------|

Created By: kfoster11 on: 3/22/2016 9:33:53 AM Modified By: kfoster11 on: 3/25/2016 2:24:19 PM

2015 - 2016 SFSP Management Plan

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

Management Plan Version: Original

Board Chairman
 (Required for Private Non-profit Organizations)

| | | | |
|----------------|--------------------------------|---------------------------|---------------------------|
| | Salutation | First Name | Last Name |
| Name: | <input type="text" value="v"/> | <input type="text"/> | <input type="text"/> |
| Date of Birth: | <input type="text"/> | (mm/dd/yyyy) | |
| Title: | <input type="text"/> | | |
| Email Address: | <input type="text"/> | | |
| Phone: | <input type="text"/> | Ext: <input type="text"/> | Fax: <input type="text"/> |

Home Address

Address Line 1:

Address Line 2:

City:

State: Zip:

Administrative Staff

| | | | |
|--|--|-----------------|---|
| Name: | <input type="text" value="Kathryn Foster"/> | Position title: | <input type="text" value="Program Coordinator"/> |
| Has this person attended the mandatory SFSP training provided by TDA this program year? <input checked="" type="radio"/> Yes <input type="radio"/> No | | | |
| If this is a returning Contracting Entity, is this person performing the same function in SFSP as last year? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | | | |
| Name: | <input type="text" value="Summer McCampbell"/> | Position title: | <input type="text" value="Administrative Assistant"/> |
| Has this person attended the mandatory SFSP training provided by TDA this program year? <input type="radio"/> Yes <input checked="" type="radio"/> No | | | |
| If this is a returning Contracting Entity, is this person performing the same function in SFSP as last year? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | | | |
| Name: | <input type="text" value="James Allen"/> | Position title: | <input type="text" value="Community Development Supervisor"/> |
| Has this person attended the mandatory SFSP training provided by TDA this program year? <input type="radio"/> Yes <input checked="" type="radio"/> No | | | |
| If this is a returning Contracting Entity, is this person performing the same function in SFSP as last year? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | | | |
| Name: | <input type="text" value="Amy Dixon"/> | Position title: | <input type="text" value="Administrative Assistant"/> |
| Has this person attended the mandatory SFSP training provided by TDA this program year? <input type="radio"/> Yes <input checked="" type="radio"/> No | | | |
| If this is a returning Contracting Entity, is this person performing the same function in SFSP as last year? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | | | |
| Name: | <input type="text"/> | Position title: | <input type="text"/> |
| Has this person attended the mandatory SFSP training provided by TDA this program year? <input type="radio"/> Yes <input checked="" type="radio"/> No | | | |
| If this is a returning Contracting Entity, is this person performing the same function in SFSP as last year? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | | | |

Administrative Personnel

| Duties performed | Number of personnel in this position | Training Date (Do NOT list training provided by TDA) |
|------------------|--------------------------------------|--|
|------------------|--------------------------------------|--|

| | | | |
|----------------------|--------------------------------|---|--|
| Overall Management | <input type="text" value="3"/> | <input type="text" value="05/17/2016"/> | |
| Claims Preparation | <input type="text" value="2"/> | <input type="text" value="05/17/2016"/> | |
| Accounting | <input type="text" value="2"/> | <input type="text" value="05/17/2016"/> | |
| Training/Monitoring | <input type="text" value="4"/> | <input type="text" value="05/17/2016"/> | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | |

Operational Personnel

| Duties performed | Number of personnel in this position | Training Date (Do NOT list training provided by TDA) |
|----------------------|--------------------------------------|--|
| Site Supervisor | <input type="text" value="53"/> | <input type="text" value="05/17/2016"/> |
| Volunteer(s) | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Contracting Entity Monitoring Plan

Have you developed a system to ensure all required monitoring visits will be conducted? Yes No

Created By: kfoster11 on: 3/22/2016 9:28:54 AM Modified By: kfoster11 on: 3/22/2016 9:47:00 AM

Food Production Facilities

01526 Status: Active

CITY OF AMARILLO

DBA:

808 S Buchanan Street

Community Development Department

Amarillo, TX 79101

County District Code: 188

ESC: 16 TDA Region: 1

| Facility Name | Status | Approved Date |
|-----------------------|---------------|----------------------|
| Palo Duro High School | Submitted | |
| Bowie Middle School | Submitted | |

VIEW | **MODIFY** | DELETE

Food Production Facility

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

Food Production Facility Information

- 1. Food Preparation Type:
- 2. Facility Name:
- 3. Permit Issue Date:

Facility Address

- 4. Address Line 1:
- Address Line 2:
- 5. City:
- 6. State: Zip:

Facility Contact

- 7. Name: Salutation First Name Last Name
- 8. Email Address:
- 9. Phone: Ext: Fax:
- 10. Title:

Vended Facility Information

- 11. If vended by a School Food Authority (SFA) or another SFSP Contracting Entity, enter SFA/Contracting Entity name. If vended by an entity other than an SFA or another SFSP Contracting Entity, enter the entity's name.
- 12. If meals will be vended, indicate whether the Contracting Entity is using TDA-provided contract/agreement forms, approved alternate form or is exempt from competitive bidding and will use a simple written agreement.
 - I will be using TDA's Invitation For Bid and contract (FNS 688)
 - I am exempt from competitive bidding and will use a simple written agreement
 - I have received TDA approval to use an alternate form
- 13. Is the Contracting Entity extending the Food Service Management Company (FSMC) contract for which it went out for bid?
 - Yes
 - No
 - N/A
- 14. Contract Start Date:
- 15. Contract End Date:
- 16. Number of renewal years specified in the contract:
- 17. Current extension number:

Created By: kfoster11 on: 3/22/2016 10:16:10 AM Modified By: kfoster11 on: 3/22/2016 10:16:10 AM

Save Cancel

VIEW | **MODIFY** | DELETE

VIEW | **MODIFY** | DELETE

Food Production Facility

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

Food Production Facility Information

- 1. Food Preparation Type:
- 2. Facility Name:
- 3. Permit Issue Date:

Facility Address

- 4. Address Line 1:
- Address Line 2:
- 5. City:
- 6. State: Zip:

Facility Contact

- 7. Name: Salutation First Name Last Name
- 8. Email Address:
- 9. Phone: Ext: Fax:
- 10. Title:

Vended Facility Information

- 11. If vended by a School Food Authority (SFA) or another SFSP Contracting Entity, enter SFA/Contracting Entity name. If vended by an entity other than an SFA or another SFSP Contracting Entity, enter the entity's name.
- 12. If meals will be vended, indicate whether the Contracting Entity is using TDA-provided contract/agreement forms, approved alternate form or is exempt from competitive bidding and will use a simple written agreement.
 - I will be using TDA's Invitation For Bid and contract (FNS 688)
 - I am exempt from competitive bidding and will use a simple written agreement
 - I have received TDA approval to use an alternate form
- 13. Is the Contracting Entity extending the Food Service Management Company (FSMC) contract for which it went out for bid?
 - Yes
 - No
 - N/A
- 14. Contract Start Date:
- 15. Contract End Date:
- 16. Number of renewal years specified in the contract:
- 17. Current extension number:

Created By: kfoster11 on: 3/22/2016 10:18:42 AM Modified By: kfoster11 on: 3/22/2016 10:18:42 AM

Save Cancel

VIEW | **MODIFY** | DELETE

2015 - 2016 Application Packet - SFSP Site List

01526 Status: Active
CITY OF AMARILLO
 DBA:
 808 S Buchanan Street
 Community Development Department
 Amarillo, TX 79101
 County District Code: 188
 ESC: 16 TDA Region: 1

| | | Site List |
|---------------|---|-----------------------------|
| Action | Site ID / Site Name | Version/ Status |
| View Modify | 1260 AISD 21st Century- Whittier Elementary | Original / Not Submitted |
| View Modify | 1217 AISD 21ST CENTURY-SAN JACINTO ELEMENTARY | Original / Not Submitted |
| View Modify | 1201 AISD 21ST CENTURY-WESLEY COMMUNITY CENTER | Original / Not Submitted |
| View Modify | 1249 AUSTIN MIDDLE SCHOOL | Original / Not Submitted |
| View Modify | 1202 AVONDALE PARK | Original / Not Submitted |
| View Modify | 1203 BENTON PARK | Original / Not Submitted |
| View Modify | 1204 BONES HOOKS PARK | Original / Not Submitted |
| View Modify | 1243 BOWIE MIDDLE SCHOOL | Original / Not Submitted |
| View Modify | 1282 Caprock High School | Original / Not Submitted |
| View Modify | 1269 Carver Academy | Original / Not Submitted |
| View Modify | 1267 Coronado Elementary | Original / Not Submitted |
| View Modify | 1206 EAST PARK | Original / Not Submitted |
| View Modify | 1272 Eastridge Elementary | Original / Not Submitted |
| View Modify | 1207 EASTRIDGE PARK | Original / Not Submitted |
| View Modify | 1208 EL ALAMO PARK | Original / Not Submitted |
| View Modify | 1253 EMERSON SUMMER SCHOOL | Original / Not Submitted |
| View Modify | 1244 FANNIN MIDDLE SCHOOL | Original / Not Submitted |
| View Modify | 1209 FOREST HILL ELEMENTARY | Original / Not Submitted |
| View Modify | 1210 FOREST HILL PARK | Original / Not Submitted |
| View Modify | 1212 GLENWOOD ELEMENTARY | Original / Not Submitted |
| View Modify | 1273 Glenwood Park | Original / Not Submitted |
| View Modify | 1274 Hamlet Elementary School | Original / Not Submitted |
| View Modify | 1214 HAMLET PARK | Original / Not Submitted |
| View Modify | 1248 HOUSTON MIDDLE SCHOOL | Original / Not Submitted |
| View Modify | 1247 HUMPHREYS HIGHLAND | Original / Not Submitted |
| View Modify | 1237 LAMAR ELEMENTARY SCHOOL-SUMMER ACADEMY | Original / Not Submitted |
| View Modify | 1276 Landergin Elementary | Original / Not Submitted |
| View Modify | 1277 Lawndale Elementary | Original / Not Submitted |
| View Modify | 1216 LEE SUMMER SCHOOL | Original / Not Submitted |
| View Modify | 1271 Mann Middle School | Original / Not Submitted |

| | | |
|---|---|---|
| View Modify |  1232 MARGARET WILLS SCHOOL | Original / Not Submitted |
| View Modify |  1228 MARTIAL ARTS AND ATHLETIC CENTER | Original / Not Submitted |
| View Modify |  1218 MEMORIAL PARK | Original / Not Submitted |
| View Modify |  1256 MESA VERDE ELEMENTARY SCHOOL | Original / Not Submitted |
| View Modify |  1246 MESA VERDE PARK | Original / Not Submitted |
| View Modify |  1245 OAK DALE ELEMENTARY | Original / Not Submitted |
| View Modify |  1279 Oakdale Park | Original / Not Submitted |
| View Modify |  1259 PALO DURO HIGH SCHOOL | Original / Not Submitted |
| View Modify |  1285 Paramount Terrace Elementary | Original / Not Submitted |
| View Modify |  1233 PLEASANT VALLEY ELEMENTARY SCHOOL | Original / Not Submitted |
| View Modify |  1275 Rogers Elementary | Original / Not Submitted |
| View Modify |  1268 San Jacinto Elementary | Original / Not Submitted |
| View Modify |  1221 SAN JACINTO PARK | Original / Not Submitted |
| View Modify |  1222 SANBORN ELEMENTARY SCHOOL | Original / Not Submitted |
| View Modify |  1283 Sanborn Park | Original / Not Submitted |
| View Modify |  1278 South Lawn Elementary | Original / Not Submitted |
| View Modify |  1223 SOUTHLAWN PARK | Original / Not Submitted |
| View Modify |  1258 SUNRISE ELEMENTARY SCHOOL | Original / Not Submitted |
| View Modify |  1224 SUNRISE PARK | Original / Not Submitted |
| View Modify |  1235 TRADEWINDS ELEMENTARY SCHOOL | Original / Not Submitted |
| View Modify |  1270 Travis Middle School | Original / Not Submitted |
| View Modify |  1229 WHITTIER ELEMENTARY | Original / Not Submitted |
| View Modify |  1225 WILL ROGERS PARK | Original / Not Submitted |

[Add Site Application](#)

Total Sites Enrolled: 53

AGREEMENT TO FURNISH FOOD

THIS AGREEMENT is made and entered into by and between **AMARILLO INDEPENDENT SCHOOL DISTRICT (AISD)** and the **CITY OF AMARILLO, TEXAS (CITY)**.

AISD agrees to supply unitized meals inclusive of milk to the **CITY** with and for the rates herein listed:

| | | | |
|----------------------|----------------------|-------------------|----------------------|
| Breakfasts | .\$ <u>NA</u> each | Lunches | .\$ <u>2.88</u> each |
| Snacks | .\$ <u>0.85</u> each | Supper | .\$ <u>NA</u> each |

CITY agrees that the minimum order for any site shall be not less than ten (10) lunches.

It is further agreed that **AISD**, pursuant to the provisions of the Summer Food Service Program Regulations, which are part of this Agreement by reference, will ensure that said meals meet with minimum requirements as to nutritive value and content, and will maintain full and accurate records that the **CITY** will need to meet its grant reporting obligations including the following:

1. Menu Records, including amount of food prepared.
2. Meals, including daily number of meals delivered by type.

These records must be reported to the **CITY** promptly at the end of the month. **AISD** agrees also to retain records required under the preceding clause for a period of three years and 90 days after the end of the fiscal year to which they pertain (or longer, if an audit is in progress); and upon request, to make all accounts and records pertaining to the program available to representatives of the U.S. Department of Agriculture and the General Accounting Office for audit or administrative review at a reasonable time and place.

Locations of food preparation center(s):

- Bowie Middle School, 3001 S.E. 12th Avenue, Amarillo, Texas.
- Palo Duro High School, 1400 N. Grant Street, Amarillo, Texas

Each party to this agreement making any payment shall do so from current available revenues.

This Agreement shall be effective as of June 1, 2016 and end on August 12, 2016. It may be terminated by written notice by either party to the other, at least 30 days prior to the date of termination.

Agreed to _____ day of _____ 2016.

AMARILLO INDEPENDENT SCHOOL DISTRICT

Darrell Brent Hoover, Chief Operations Officer

CITY OF AMARILLO

Michelle Bonner, Assistant City Manager

Amarillo City Council Agenda Transmittal Memo



F

| | | | |
|---------------------|-----------|-------------------------|--|
| Meeting Date | 04/5/2016 | Council Priority | |
|---------------------|-----------|-------------------------|--|

| | |
|-------------------|----------|
| Department | Aviation |
|-------------------|----------|

Agenda Caption

Approval – Memorandum of Agreement (MOA) with the Federal Aviation Administration (FAA) Number: DTFACN-16-L-00029.

Lease Agreement: Rick Husband Amarillo International Airport

Lessee: Federal Aviation Administration (FAA) Number: DTFACN-16-L-0029

Term: 30 years (October 1, 2016 – September 30, 2036)

This item approves memorandum of agreement with the Federal Aviation Administration (FAA). This MOA identifies tracts of land for the operation of the FAA's Air Traffic Control Tower, as well as the Radar (RTR) site, with cable easements between both sites.

Agenda Item Summary

This item approves memorandum of agreement with the Federal Aviation Administration (FAA) Number: DTFACN-16-L-0029. This MOA identifies tracts of land for the operation of the FAA's Air Traffic Control Tower, as well as the Radar (RTR) site, with cable easements between both sites.

Requested Action

Approve Memorandum of Agreement (MOA) with the Federal Aviation Administration (FAA) Number: DTFACN-16-L-00029.

Funding Summary

N/A

Community Engagement Summary

Discussion and coordination with the Lessee has been completed.

Staff Recommendation

Staff recommends the approval of the MOA.

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

MEMORANDUM OF AGREEMENT

DTFACN-16-L-00029

This agreement is made and entered into by the CITY OF AMARILLO, TEXAS, whose address is 10801 Airport Boulevard, Amarillo, Texas 79111, hereinafter referred to as Sponsor, for itself, its successors and assigns, and the Federal Aviation Administration, hereinafter referred to as the FAA.

WITNESSETH

WHEREAS, the parties listed above have entered into an Airport Improvement Grant Agreement; and

WHEREAS, the parties listed above have entered into an agreement providing for the construction, operation, and maintenance of FAA owned navigation, communication and weather aids for the support of Air Traffic Operations; and

WHEREAS, the parties consider it desirable to work in cooperation with each other in the technical installation and operation of air navigational aids; and

WHEREAS, both parties agreed the establishment, operation, and maintenance of systems for air traffic control, navigation, communication, and weather reporting is in the primary interest of safety and direct support of the ongoing operation of the Rick Husband Amarillo International Airport.

NOW, THEREFORE, the parties mutually agree as follows:

1. PREMISES (JUL-10):

The Rick Husband Amarillo International Airport hereby leases to the FAA the following described property, hereinafter referred to as the premises:

**LEGAL DESCRIPTION – AIRPORT TRAFFIC CONTROL TOWER (ATCT)
LEASED PREMISES – TRACT A**

A tract of land situated in the AB&M Survey, Block 2, Potter County, Texas, more particularly described as: Commencing at the North Corner of the Amarillo Federal Aviation Administration Control Tower of the former Amarillo Air Force Base, Amarillo, Texas, proceed due North 10.0 feet to a point, said point being the true point of beginning of this description; thence proceed due East 35.0 feet to a point; thence due South 135.0 feet to a point; thence due West 64.5 feet to a point; thence

MOA NO. DTFACN-16-L-00029
(AMA) ATCT
RTR Cable/Access Easement
Amarillo, Texas

due South 135.0 feet to a point; thence due West 61.0 feet to a point; thence due North 270.0 feet to a point; thence due East 90.5 feet to the point of beginning. Said tract containing 0.58 acre more or less.

LEASED PREMISES – TRACT B

A tract of land out of Section 50, Block 2, A. B. & M. Survey, Potter County, Texas; also being a portion of a 23.63 acre tract of land conveyed by Warranty Deed Feb. 7, 1947 from T. Thornton Oxnard to the City of Amarillo, Volume 400, page 33, in the deed records of Potter County, Texas; described as follows:

Beginning at the Southwest corner of said 23.63 acre tract, which is 1,675.4 ft. South and 40 ft. East of the Northwest corner of Section 50, Block 2, A. B. & M. Survey, Potter County, Texas; Thence North 0°23' West, along the West line of said 23.63 acre tract, 60 ft. to a point; Thence East, parallel with the South line of said 23.63 acre tract, 125.5 ft. to a point; Thence South 0°23' East, 60 ft. to a point on the South line of 23.63 acre tract; Thence West, along South line of said 23.63 acre tract 125.5 ft. to the point of beginning and containing 7.530 sq. ft. being 0.172865 acres of land.

The two leased tracts of land utilized for the ATCT are more particularly shown on Drawing No. SW-E-8847 revised September 30, 1976, identified as Exhibit "A," attached hereto and made a part hereof.

REMOTE TRANSMITTER/RECEIVER (RTR)
Power/Control Cables and Access Road

A tract of land situated in the AB&M Survey, Block 2, Potter County, Texas being fifty (50) feet in width, the centerline of which is more particularly described as: Commencing at the Southeast fence corner of the Federal Aviation Administration Remote Receiver Site, proceed S44°00' E, 25 feet to the true point of beginning of this description; thence proceed N46°00' E, parallel to the former Amarillo Air Force Base, Amarillo, Texas, boundary 4810 feet more or less to the boundary of the Federal Aviation Administration Airport traffic Control Tower and IFR Building Site. Said tract containing 5.5 acres more or less.

A. Together with a right-of-way for ingress to and egress from the premises; a right-of-way for establishing and maintaining pole lines or under ground lines for extending electrical power and/or telecommunications lines to the premises; including a right-of-way for subsurface power, communication and/or water lines to the premises; all right-of-ways to be over the area referred to as Rick Husband Amarillo International Airport, to be routed reasonably determined to be the most convenient to the FAA and as not to interfere with Airport operations. The Sponsor shall have the right to review and comment on plans covering access and utility rights-of-way under this paragraph.

B. And the right to grading, conditioning, and installing drainage facilities, and seeding the soil of the premises, and the removal of all obstructions from the premises which may constitute a hindrance to the establishment and maintenance of navigational aid systems. The Sponsor shall have the right to review and comment on plans covering work permitted under this paragraph.

C. And the rights to make alterations attach fixtures, and erect additions, structures or signs, in direct support of the Sponsor. The Sponsor shall have the right to review and comment on plans covering work permitted under this paragraph.

D. And the right to park, without cost, all official and privately owned vehicles used for the maintenance and operation of the air navigational facilities. Parking shall be provided adjacent to the navigational aid facility or as near as possible without interfering with the operation of the Airport.

2. TERMS AND CONDITIONS (July -10):

It is mutually understood and agreed that the Airport requires an FAA Air Traffic Control Tower (ATCT) in order to operate their business and that the FAA requires an ATCT facility at the Airport in order to support Air Traffic Operations. Thus, in the interest of both parties it is hereby agreed that the Sponsor will allow the FAA to lease or construct, operate, and maintain FAA ATCT facility in areas on the Airport that have been mutually determined and agreed upon for the term commencing on October 1, 2016 and continuing through September 30, 2036. The FAA can terminate this agreement, in whole or part at any time by giving at least (30) days' notice in writing. Said notice shall be sent by certified or registered mail.

3. CONSIDERATION (NO-COST) (Aug- 02):

The FAA shall pay the Sponsor no monetary consideration, it is mutually agreed that the rights extended to the FAA herein are in consideration of the obligations assumed by the FAA in its establishment, operation, and maintenance.

4. HOLDOVER (JUL- 14):

If after the expiration of the lease, the Government shall retain possession of the premises, the lease shall continue in force and effect on a month-to-month basis. Rent shall be paid in accordance with the terms of the lease, in arrears on a prorated basis, at the rate paid during the lease term. This period shall continue until the Government shall have signed a new lease with the Sponsor, acquired the property in fee, or vacated the leased premises.

5. TITLE TO IMPROVEMENTS (Apr-05):

Title to the improvements constructed for use by the FAA during the life of this agreement shall be in the name of the FAA.

6. HAZARDOUS SUBSTANCE CONTAMINATION (May-00):

The FAA agrees to remediate, at its sole cost, all hazardous substance contamination on

MOA NO. DTFACN-16-L-00029
(AMA) ATCT
RTR Cable/Access Easement
Amarillo, Texas

the FAA facility premises that is found to have occurred as a direct result of the installation, operation, relocation and/or maintenance of the FAA's facilities covered by this agreement. The Sponsor agrees to remediate or have remediated at its sole cost, any and all other hazardous substance contamination found on the FAA facility premises. The Sponsor also agrees to save and hold the U. S. Government harmless for any and all costs, liabilities and/or claims by third parties that arise out of hazardous contamination found on the FAA facility premises that are not directly attributable to the installation, operation and/or maintenance of the facility.

7. INTERFERENCE WITH FAA OPERATIONS (Oct-96):

The Sponsor agrees not to erect or allow to be erected any structure or obstruction of whatsoever kind or nature within the Airport's boundaries that may interfere with the proper operation of the Air Traffic Control Tower facility, as it is not in the best interest of the Sponsor or the FAA.

8. FUNDING RESPONSIBILITY FOR FAA FACILITIES (Oct-96):

The Sponsor agrees that any relocation, replacement, or modification of Air Traffic Control Tower made necessary by Airport improvements or changes, which interferes with the technical and/or operational characteristics of the facility, will be at the expense of the Sponsor, with the exception of any such improvements or changes which are made at the request of the FAA. In the event such relocations, replacements, or modifications are necessary due to causes not attributable to either the Sponsor or the FAA, funding responsibility shall be determined by mutual agreement between the parties.

9. NON-RESTORATION (Oct-96):

It is hereby agreed between the parties, that upon termination of its occupancy, the FAA shall have no obligation to restore and/or rehabilitate, either wholly or partially, the property which is the subject matter of this agreement. It is further agreed that the FAA may abandon in place any or all of the structures and equipment installed in or located upon said property by the FAA during its tenure. Such abandoned equipment shall become the property of the Sponsor.

10. UTILITY LINES AND CONSUMPTION (JUL-10):

The Sponsor agrees to maintain the necessary water and sanitary sewer, steam and high temperature lines to the ATCT facility and to install necessary meters to the Government's lines without cost to the Government. The Government shall pay for all of its utility consumption at no more than prevailing rates charged to the general public for such similar utility services under a separately negotiated custodial and janitorial contract.

11. NOTICES (Oct-96):

All notices/correspondence shall be in writing, reference the Agreement number, and be addressed as follows:

SPONSOR:

GOVERNMENT

Director of Aviation
City of Amarillo, Texas
10801 Airport Boulevard
Amarillo, Texas 79111

Department of Transportation
Federal Aviation Administration
Real Estate and Utilities Group ALO-720
10101 Hillwood Parkway
Fort Worth, Texas 76177

12. PREVIOUS LEASE(S)/AGREEMENT(S)

This agreement supersedes Land Lease number **DTFA07- 01 - L - 04844**. Land Lease **DTFA07- 01 - L - 04844** is hereby terminated.

13. THE FOLLOWING CLAUSES ARE INCORPORATED BY REFERENCE:

The full text of these clauses can be found via Internet at site <http://fast.faa.gov/> and finding the form "Land On-Airport Lease".

1. OFFICIALS NOT TO BENEFIT (10/96)
2. COVENANT AGAINST CONTINGENT FEES (8/02)
3. ANTI-KICKBACK (7/14)
4. QUIET ENJOYMENT (10-96)
5. SUBORDINATION, NONDISTURBANCE AND ATTORNMEN (7/14)
6. NOTIFICATION OF CHANGE OF LAND TITLE (10/14)

14. ATTACHMENT(S):

Attachment A – Operating Agreement for Air Traffic Control Tower

15. SIGNATURES (Apr-04):

The Sponsor and the FAA hereby agree to the provisions outlined in this agreement as indicated by the signatures herein below of their duly authorized representative (s). This agreement is effective upon the date of signature by the last party thereof.

MOA NO. DTFACN-16-L-00029
(AMA) ATCT
RTR Cable/Access Easement
Amarillo, Texas

CITY OF AMARILLO, TEXAS

**THE UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

By: _____
Bob Cowell

By: _____
Patsy J. McComis

Title: Deputy City Manager

Title: Real Estate Contracting Officer

Date: _____

Date: _____

Amarillo City Council Agenda Transmittal Memo



| | | | |
|--------------|---------------|------------------|---------------------------|
| Meeting Date | April 4, 2016 | Council Priority | Infrastructure Initiative |
|--------------|---------------|------------------|---------------------------|

| | |
|------------|--|
| Department | Capital Projects & Development Engineering |
|------------|--|

Agenda Caption

Approval – Agreement to Contribute Right of Way Funds (Fixed Price)
State of Texas -Texas Department of Transportation \$1,694,544.00

This item approves Agreement to Contribute Right of Way Funds (Fixed Price). The state has deemed it necessary to make certain highway improvements on SL 335 from FM 2590 to Bell Street.

Agenda Item Summary

Approval of Agreement to Contribute Right of Way Funds (Fixed Price) to acquire certain right of way and the relocating and adjusting of utilities on SL 335 from FM 2590 to Bell Street. The City of Amarillo will contribute by way of a fixed price joint participation agreement as defined in 43 TAC §15.55 for the cost of acquiring the right of way and relocating or adjusting utilities for the proper improvement of the State Highway System. The Local Participation of \$1,694,544.00 is ten (10%) percent of the total project cost. Local Participation includes Right of Way Acquisition with a cost of \$1,604,544.00 and Reimbursable Utility Adjustments cost of \$90,000.00.

Requested Action

Consider approval of agreement with the State of Texas -Texas Department of Transportation \$1,694,544.00.

Funding Summary

Funding for this project is available in the Capital Improvements Program Budget

Community Engagement Summary

During design and right of row acquisition of this project the impact to the community will be minimal. The construction contract will be awarded by the Texas Department of Transportation and when construction begins the TxDOT community engagement processes will be utilized.

Staff Recommendation

City Staff is recommending approval of the agreement.

County Randall
District Amarillo
ROW CSJ #2635-03-019 & 2635-02-030
CCSJ #2635-03-018 & 2635-02-029
Federal Project #: _____
Federal Highway Administration
CFDA # 20.205
Not Research and Development

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT TO CONTRIBUTE RIGHT OF WAY FUNDS (FIXED PRICE)

THIS AGREEMENT is made by and between the State of Texas, acting through the Texas Department of Transportation, (the "**State**"), and City of Amarillo, Texas, acting through its duly authorized officials (the "**Local Government**").

WITNESSETH

WHEREAS, Texas Transportation Code §§ 201.103 and 222.052 establish that the State shall design, construct, and operate a system of highways in cooperation with local governments; and

WHEREAS, Texas Transportation Code, §§ 201.209 authorizes the State and a Local Government to enter into agreements in accordance with Texas Government Code, Chapter 791; and

WHEREAS, the State has deemed it necessary to make certain highway improvements on Highway No. SL 335 from FM 2590 to Bell Street, and this section of highway improvements will necessitate the acquisition of certain right of way and the relocating and adjusting of utilities (the "**Project**"); and

WHEREAS, the Local Government requests that the State assume responsibility for acquisition of all necessary right of way and adjustment of utilities for this highway project; and

WHEREAS, the Local Government desires to enter into a fixed price joint participation agreement pursuant to 43 TAC §15.52 to contribute to the State funding participation as defined in 43 TAC §15.55 for the cost of acquiring the right of way and relocating or adjusting utilities for the proper improvement of the State Highway System;

WHEREAS, the Governing Body of the Local Government has approved entering into this agreement by resolution or ordinance dated _____, 201__, which is attached to and made a part of this agreement as Attachment A. A map showing the Project location appears in Attachment B, which is attached to and made a part of this agreement.

NOW THEREFORE, the State and the Local Government do agree as follows:

County Randall
District Amarillo
ROW CSJ #2635-03-019 & 2635-02-030
CCSJ #2635-03-018 & 2635-02-029
Federal Project #: _____
Federal Highway Administration
CFDA # 20.205
Not Research and Development

AGREEMENT

1. Agreement Period

This agreement becomes effective when signed by the last party whose signing makes the agreement fully executed. This agreement shall remain in effect until the Project is completed or unless terminated as provided below.

2. Termination

This agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

- A. The agreement is terminated in writing with the mutual consent of the parties;
- B. The agreement is terminated by one party because of a breach, in which case any cost incurred because of the breach shall be paid by the breaching party; or
- C. The Project is inactive for thirty-six (36) months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this agreement.

3. Local Project Sources and Uses of Funds

A. The total estimated cost of the Project is shown in Attachment C, Project Budget Estimate and Payment Schedule, which is attached to and made a part of this agreement. The expected cash contributions from the Federal or State government, the Local Government, or other parties is shown in Attachment C. The Local Government shall pay to the State the amount shown in Attachment C as its required contribution of the total cost of the Project and shall transmit to the State with the return of this agreement, duly executed by the Local Government, a warrant or check for the amount and according to the payment schedule shown in Attachment C.

B. The Local Government's fixed price contribution set forth in Attachment C is not subject to adjustment unless:

1. site conditions change;
2. work requested by the Local Government is ineligible for federal participation; or
3. the adjustment is mutually agreed on by the State and the Local Government.

C. If the Local Government will perform any work under this contract for which reimbursement will be provided by or through the State, the Local Government must complete training before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled *Local Government Project Procedures Qualification for the Texas Department of Transportation*. The Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local

County Randall
District Amarillo
ROW CSJ #2635-03-019 & 2635-02-030
CCSJ #2635-03-018 & 2635-02-029
Federal Project #: _____
Federal Highway Administration
CFDA # 20.205
Not Research and Development

Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not designated a qualified individual to oversee the Project.

- D. Whenever funds are paid by the Local Government to the State under this agreement, the Local Government shall remit a warrant or check made payable to the "Texas Department of Transportation Trust Fund." The warrant or check shall be deposited by the State in an escrow account to be managed by the State. Funds in the escrow account may only be applied to this highway project.
- E. Notwithstanding that this is a fixed price agreement, the Local Government agrees that in the event any existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy; or other directive, including, but not limited to, outdoor advertising or storm water drainage facility requirements, is more restrictive than State or federal regulations, or any other locally proposed change, including, but not limited to, plats or re-plats, results in any increased costs to the State, then the Local Government will pay one hundred percent (100%) of all those increased costs, even if the applicable county qualifies as an Economically Disadvantaged County (EDC). The amount of the increased costs associated with the existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy, or other directive will be determined by the State at its sole discretion.
- F. If the Local Government is an EDC and if the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.
- G. If the Project has been approved for an "incremental payment" non-standard funding or payment arrangement under 43 TAC §15.52, the budget in Attachment C will clearly state the incremental payment schedule.

4. Real Property in Lieu of Monetary Payment

- A. Contributions of real property may be credited to the Local Government's funding obligation for the cost of right of way to be acquired for this project. Credit for all real property, other than property which is already dedicated or in use as a public road, contributed by the Local Government to the State shall be based on the property's fair market value established as of the effective date of this agreement. The fair market value shall not include increases or decreases in value caused by the project and should include the value of the land and improvements being conveyed, excluding any damages to the remainder. The amount of any credit for real property contributed for this project is clearly shown in Attachment C.
- B. The Local Government will provide to the State all documentation to support the determined fair market value of the donated property. This documentation shall include an appraisal of the property by a licensed appraiser approved by the State. The cost of appraisal will be the responsibility of the State. The State will review the submitted documentation and make a final determination of value; provided however, the State may perform any additional investigation deemed necessary, including supplemental appraisal work by State employees or employment of fee appraisers.

County Randall
 District Amarillo
 ROW CSJ #2635-03-019 & 2635-02-030
 CCSJ #2635-03-018 & 2635-02-029
 Federal Project #: _____
 Federal Highway Administration
 CFDA # 20.205
 Not Research and Development

- C. Credit shall be given only for property transferred at no cost to the State after the effective date of this agreement and the issuance of spending authority, and only for property which is necessary to complete this project, has title acceptable to the State, and is not contaminated with hazardous materials. Credit shall be in lieu of monetary contributions required to be paid to the State for the Local Government's funding share of the right of way to be acquired for this project. The total credit cannot exceed the Local Government's matching share of the right of way obligation under this agreement, and credits cannot be reimbursed in cash to the Local Government, applied to project phases other than right of way, nor used for other projects.
- D. In the event the Local Government's monetary contributions to the State for acquisition of right of way, when added to its real property credits, exceed the Local Government's matching share of the right of way obligation, there will be no refund to the Local Government of any portion of its contributed money.

5. Amendments

Amendments to this agreement due to changes in the character of the work, terms of the agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written supplemental agreement.

6. Notices

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified or U.S. mail, postage prepaid, to the following addresses:

| Local Government: | State: |
|------------------------------|------------------------------------|
| <u>City of Amarillo</u> | Director of Right of Way Division |
| <u>PO Box 1971</u> | Texas Department of Transportation |
| <u>Amarillo, Texas 79105</u> | 125 E. 11 th Street |
| _____ | Austin, Texas 78701 |

All notices shall be deemed given on the date delivered or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail and that request shall be honored and carried out by the other party.

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7. Remedies

This agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this agreement and shall be cumulative.

8. Legal Construction

If one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provisions and this agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

9. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

10. Compliance with Laws

The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

11. Sole Agreement

This agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the subject matter of this agreement.

12. Ownership of Documents

Upon completion or termination of this agreement, all documents prepared by the State shall remain the property of the State. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State in the form of photocopy reproduction on a monthly basis as required by the State. The originals shall remain the property of the Local Government. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

13. Inspection of Books and Records

The Local Government shall maintain all books, papers, accounting records and other documentation relating to costs incurred under this agreement and shall make such materials available to the State and, if federally funded, the Federal Highway

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Administration (FHWA) or their duly authorized representatives for review and inspection at its office during the contract period and for four (4) years from the date of completion of work defined under this agreement or until any impending litigation, or claims are resolved. Additionally, the State and FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

14. State Auditor

The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this agreement or indirectly through a subcontract under this agreement. Acceptance of funds directly under this agreement or indirectly through a subcontract under this agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

15. Procurement and Property Management Standards

The parties shall adhere to the procurement standards established in Title 49 CFR §18.36 and with the property management standard established in Title 49 CFR §18.32.

16. Civil Rights Compliance

The parties to this agreement shall comply with the regulations of the U.S. Department of Transportation as they relate to nondiscrimination (49 CFR Part 21 and 23 CFR Part 200), and Executive Order 11246 titled "Equal Employment Opportunity," as amended by Executive Order 11375 and supplemented in the Department of Labor Regulations (41 CFR Part 60).

17. Applicability of Federal Provisions

Articles 18 through 23 only apply if Federal funding is used in the acquisition of right of way or the adjustment of utilities.

18. Office of Management and Budget (OMB) Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in OMB Circular A-87 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

19. Disadvantaged Business Enterprise (DBE) Program Requirements

A. The parties shall comply with the DBE Program requirements established in 49 CFR Part 26.

B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.

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- C. The Local Government shall set an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally -Approved Disadvantaged Business Enterprise by Entity and attachments found at web address http://txdot.gov/business/business_outreach/mou.htm.
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC 1001 and the Program Fraud Civil Remedies Act of 1986 (31 USC 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.*

20. Debarment Certification

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Local Government certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this

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contract to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

21. Lobbying Certification

In executing this agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 USC §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

22. Federal Funding Accountability and Transparency Act Requirements

- A. Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms: <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf> and <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>.
- B. The Local Government agrees that it shall:
 - 1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award provides more than \$25,000 in Federal funding. The SAM number may be obtained by visiting the SAM website whose address is: <https://www.sam.gov/portal/public/SAM/>
 - 2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows Federal government to track the

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distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website <http://fedgov.dnb.com/webform>; and

3. Report the total compensation and names of its top five (5) executives to the State if:

- i. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25,000,000; and
- ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

23. Single Audit Report

- A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in OMB Circular A-133.
- B. If threshold expenditures of \$500,000 or more are met during the Local Government's fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Audit Office, 125 E. 11th Street, Austin, TX 78701 or contact TxDOT's Audit Office at <http://txdot.gov/inside-tdot/office/audit/contact.html>
- C. If expenditures are less than \$500,000 during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Audit Office as follows: "We did not meet the \$500,000 expenditure threshold and therefore, are not required to have a single audit performed for FY _____."
- D. For each year the project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or the project has been formally closed out and no charges have been incurred within the current fiscal year.

24. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

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THIS AGREEMENT IS EXECUTED by the State and the Local Government in duplicate.

THE LOCAL GOVERNMENT

Signature

Typed or Printed Name

Title

Date

THE STATE OF TEXAS

Gus E. Cannon, CTCM
Interim Director, Right of Way Division
Texas Department of Transportation

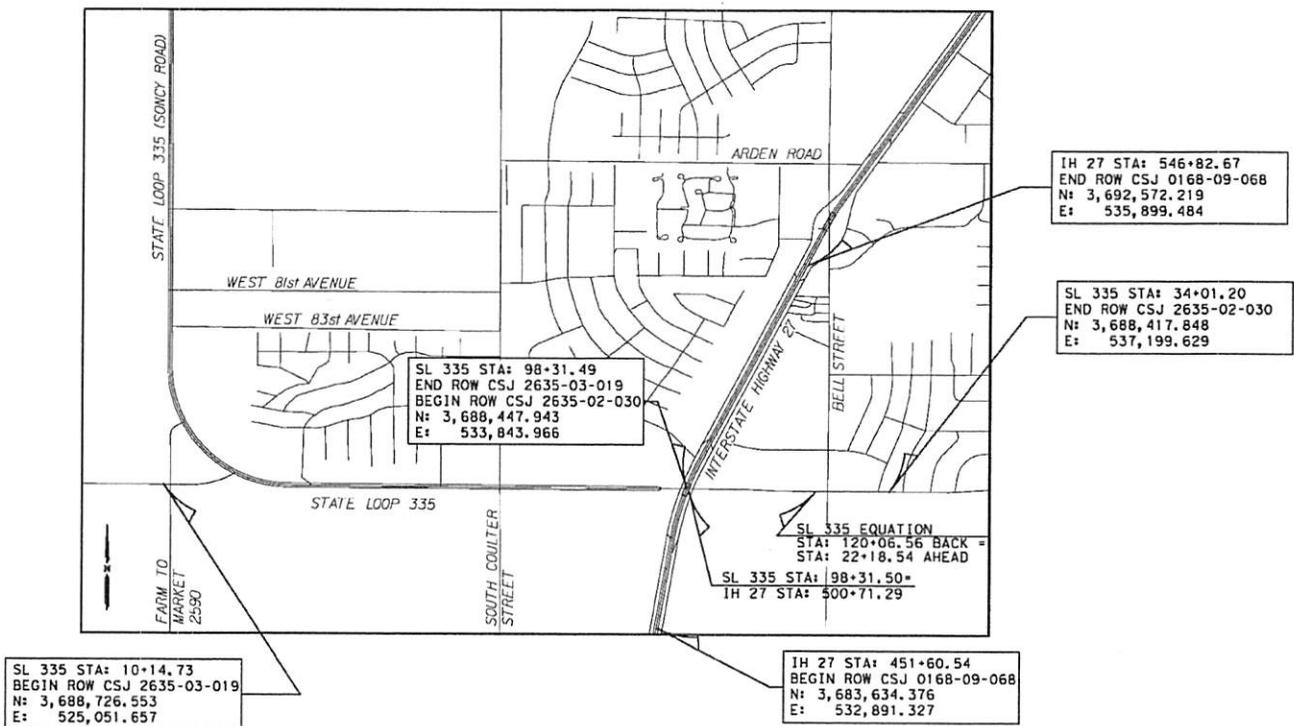
Date

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**ATTACHMENT A
RESOLUTION OR ORDINANCE**

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**ATTACHMENT B
 LOCATION MAP SHOWING PROJECT**



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ATTACHMENT C
PROJECT BUDGET ESTIMATE AND PAYMENT SCHEDULE

**Standard Agreement to Contribute
State Performs Work
Attachment C**

| Description | Total Estimated Cost | State Participation | | Local Participation | |
|---|----------------------------|------------------------|---------------------|------------------------|--------------------|
| | | % | Cost | % | Cost |
| Right of Way Acquisition | \$16,045,439 | 90% | \$14,440,895 | 10% | \$1,604,544 |
| Reimbursable Utility Adjustments | \$900,000 | 90% | \$810,000 | 10% | \$90,000 |
| Joint Bid Reimbursable Utility Adjustments | \$0 | 0% | \$0 | 0% | \$0 |
| | \$0 | 0% | \$0 | 0% | \$0 |
| | \$0 | 0% | \$0 | 0% | \$0 |
| | \$0 | 0% | \$0 | 0% | \$0 |
| | \$0 | 0% | \$0 | 0% | \$0 |
| | \$0 | 0% | \$0 | 0% | \$0 |
| TOTAL | \$16,945,439 | 90% | \$15,250,895 | 10% | \$1,694,544 |

Except as otherwise provided in the Agreement, the fixed amount of Local Government participation will be that amount provided above.



Texas Department of Transportation[®]

P.O. BOX 7368 • AMARILLO, TEXAS 79114-7368 • (806) 356-3200

January 27, 2015

Highway: SL 335
Limits: From FM 2590 to East of IH 27
CSJ: 2635-03018, etc.
Planned Let Date: September 2016

Dear Mr. Atkinson

As you are aware, over the past year TxDOT, in coordination with the Amarillo Metropolitan Organization have undertaken the project development of a segment of SL 335 extending from FM 2590 to East of IH 27 which includes preliminary engineering studies and Right-of-Way (ROW) determination needs.

Based on the current schematic design as well as the 2014-City of Amarillo limits map, the proposed project will require the acquisition of approximately 18 Acres of new ROW, two residences relocations, 3 outdoor advertising signs relocation, and utilities relocation with an estimated cost of approximately \$9M.

In accordance with 43TAC §§ 15.50-15.56, if TxDOT is the acquiring agency, TxDOT will be responsible for all acquisition activities, with the Local government contributing a set percentage which in this case is 10% of the estimated cost or approximately \$900,000.

While this cost is preliminary, the purpose of this letter is to provide the City of Amarillo ample time to budget for this amount as we finalize the ROW map, utilities relocation and all associated costs to clear the ROW for the construction of this project as planned.

If you have any questions or concerns please contact Gus Khankarli at (806) 356-3240 or myself at (806) 356-3201.

Ronald L. Johnston, P.E.
Amarillo District Engineer
Texas Department of Transportation
5715 Canyon Dr.
Amarillo, TX 79110

OUR GOALS

MAINTAIN A SAFE SYSTEM • ADDRESS CONGESTION • CONNECT TEXAS COMMUNITIES • BEST IN CLASS STATE AGENCY

An Equal Opportunity Employer

Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|----------|-------------------------|---------------------------|
| Meeting Date | 4/5/2016 | Council Priority | Best Practices Initiative |
|---------------------|----------|-------------------------|---------------------------|

| | |
|-------------------|---------|
| Department | Finance |
|-------------------|---------|

Agenda Caption

Approval of the City of Amarillo 2016 Investment Policy.

Agenda Item Summary

Each year, the City updates its Investment Policy and seeks to have it authorized by the City Council in accordance with Chapter 2256, Texas Government Code, the Public Funds Investment Act (PFIA). The City's investment objectives are to preserve capital, to provide liquidity and optimize earnings within the constraints of the first two objectives. The City invests in securities authorized by the Policy and the Public Funds Investment Act.

Requested Action

Approval of the City of Amarillo 2016 Investment Policy.

Funding Summary

N/A

Community Engagement Summary

N/A

City Manager Recommendation

The City Manager recommends acceptance of this item.

MEMO



To: Mayor and City Council

Through: Michelle Bonner, Assistant City Manager *m. Bonner*

From: Laura Storrs, Finance Director *LS*

Date: March 18, 2016

Subject: City of Amarillo 2016 Investment Policy

Attached for your review and approval is the proposed 2016 City of Amarillo Investment Policy. Each year, the City updates its Investment Policy and seeks to have it authorized by the City Council in accordance with Chapter 2256, Texas Government Code, the Public Funds Investment Act (PFIA). The City's investment objectives are to preserve capital, to provide liquidity and optimize earnings within the constraints of the first two objectives. The City invests in securities authorized by the Policy and the Public Funds Investment Act.

The City worked with a consultant to review the Policy. Then, the 2016 Investment Policy was submitted to the Government Treasurers' Organization of Texas (GTOT) at the end of February for certification. This is the first time the City has participated in this program offered by the GTOT and has already been awarded the Certificate of Distinction. This certification is good for a two-year period ending March 31, 2018.

A summary of the major changes to the 2016 Investment Policy is as follows:

- Throughout the Policy, several changes were made to clean up wording and make statements more generic to cover a broader scope with less wording.
- Page 1 and 2, TO PRESERVE CAPITAL – Removed reference specifically to "certificates of deposit" in order to cover the use of CDARs as well. Removed excess wording that duplicates statements elsewhere in this section.
- Page 4, TO OPTIMIZE EARNINGS – Removed specific reference to Frost bank.
- Page 5, DESIGNATED INVESTMENT OFFICER – The City Manager and Assistant City Manager truly co-sign a form acknowledging investment purchases not approving investment purchases, since it is done after the purchase is made.
- Page 5 and 6, MONITORING – This section was added to aid in the Policy certification. The City has done this in practice but never included the section in the Policy.
- Page 6, COLLATERAL – Added wording required by the Financial Institution Reform Recovery and Enforcement Act. This has also always been done in practice.
- Page 7, COMPETITIVE BIDDING – This section was added to aid in the Policy certification. The GTOT recommends this be included in policies, but it is not required by the PFIA. The City has historically done this in practice.
- Page 7, AUDITS – This section was added to aid in the Policy certification. The City has always done this in practice.
- Page 8 and 9, BROKER/DEALERS – Rearranged wording in this section and added that the Investment Committee will perform selection of Broker/Dealers at least annually. This is already done in practice.
- Page 10 and 11, INVESTMENT STRATEGY – Cleaned up wording and simplified statements to cover a broader scope.

Please let me know if you have further questions about this policy. I appreciate your consideration of this request.

CITY OF AMARILLO INVESTMENT POLICY AND STRATEGY
~~October 22, 2015~~ March 29, 2016

FORMAL ADOPTION

This Investment Policy is authorized by the City Council of the City of Amarillo in accordance with Chapter 2256, Texas Government Code, ~~(the Public Funds Investment Act)~~, as amended.

SCOPE

This Policy applies to all of the investment activities of the City, excluding the Employee Retirement Trusts, the OPEB Trust, the deferred compensation plan or investments donated to the ~~entity-City~~ for a particular purpose or donated according to terms specified by the donor. This Policy establishes guidelines for those who can invest City funds, for how City funds will be invested, and for when and how a periodic review of investments will be made. The Investment Policy is divided into two sections: General Investment Policy and Investment Strategy.

INVESTMENT POLICY

The following are general requirements of the ~~City-of Amarillo~~ Investment Policy. The general requirements address issues and requirements common to all funds separately invested by the ~~City-of Amarillo~~. Following the general requirements are specific requirements that relate to either specific fund types or funds managed by the City.

INVESTMENT OBJECTIVES

The ~~City-of Amarillo~~ investment objectives are as follows:

- 1) To preserve capital is our most important investment objective.
- 2) To provide liquidity.
- 3) To optimize earnings within the constraints of Numbers 1 and 2 above.

TO PRESERVE CAPITAL

- 1) To preserve capital, the City will only invest in the following ~~types of securities~~:
 - a) Time Deposits, Certificates of Deposit, and other interest bearing accounts at ~~the-an~~ authorized depository of the City. Investments are limited by the amount of the combination of federal depository insurance, pledged collateral and any surety bond or letter of credit of the depository.

~~Certificates of d~~Deposits issued:
 - a. by a depository institution ~~or-broker~~ that has its main office or a branch office in this state that are:
 - I. Guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or
 - II. Secured in compliance with COLLATERAL, ~~or by obligations that are described by Section 1 of this policy including mortgage backed securities directly issued by a~~

~~federal agency or instrumentality that have a market value of not less than the principle amount of the certificates but excluding mortgage-backed securities prohibited under Section II,C of this policy.~~

III. Secured in any other manner and amount provided by law for deposits of the investing entity.

- b. In addition to the authority to invest funds in ~~certificates of deposits~~deposit^{RL1} under Section 1_a)a., an investment in ~~certificates of~~ deposits made in accordance with the following conditions is an authorized investment:

I. The funds are invested through a depository institution or broker that has its main office or a branch office in this state, ~~and Additionally a broker is required to be~~ selected from a list of approved broker dealers adopted by the City;

II. The depository institution or broker arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the City;

III. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; ~~and~~

IV. ~~If appointed by the City, the~~ depository institution or broker may act as custodian for the City with respect to the ~~certificates of deposits~~ issued for the account of the City; ~~and~~

- b) Direct obligations of the United States including Treasury Bills, Treasury Notes, Treasury Bonds, Treasury Strips, and instruments guaranteed by the Full Faith and Credit of the United States; for reporting purposes, these securities will be defined as Government Securities. Treasury Strips are defined as Treasury Notes and Treasury Bonds that are purchased at a discount from par and do not pay periodic interest.

- c) Obligations of agencies and instrumentalities of the United States. For reporting purposes, the investment in agency and instrumentality securities will be categorized as Agency Securities. The investment in agencies and instrumentalities is limited to seventy-five percent (75%) of the Portfolio. Investments in agencies or instrumentalities will be diversified among the agencies and instrumentalities.

- ~~d) Bank money market funds accounts at the City's an authorized depository. Investments at the City's an authorized depository are limited by the amount of the combination of federal depository insurance, pledged collateral and any surety bond or letter of credit of the depository{RL2}.~~

- e) A no-load money market mutual fund that is continuously rated AAA or AAAM by at least one nationally recognized rating agency; is regulated by the Securities and Exchange Commission; ~~has a dollar-weighted average stated maturity of 90 days or less~~complies with the requirements of a money market mutual fund; and includes in its investment objectives the maintenance of a stable net asset value of \$1.00 for each share.

- f) Municipal securities rated not less than AA- or its equivalent by a nationally recognized rating agency. Total investment in municipal securities would be limited to ten percent (10%) of the portfolio.

- g) The maximum investment in callable securities (redeemed at the option of the issuer) will be twenty-five percent (25%) of the Portfolio.

- h) Bond proceeds may be invested in fully collateralized flexible repurchase agreements ("flex repos") with a defined maturity date not to exceed the final scheduled construction expenditure date. Flexible repurchase agreements must only be entered into with a primary government securities dealer as defined by the Federal Reserve or a financial institution doing business in the State of Texas. They must be secured by a combination

of cash and obligations of the United States or its agencies and instrumentalities, which are pledged ~~in-to~~ the City's name and deposited with a third party custodian approved by the City. However, mortgaged backed securities will not be allowed as acceptable pledged obligations. The collateralization percentage shall be maintained at or above one hundred two percent (102%) of the outstanding flex repo balance along with any interest accrued but not yet paid. All repurchase agreement transactions shall be governed by a signed ~~master~~ repurchase agreement, which requires that the securities being purchased by the City or cash held by the City to be pledged to the City, held in an account in the City's name and deposited at the time the investment is made with the City or with a third party selected and approved by the City

- 2) To preserve capital, the City of Amarillo will not employ any investment strategy that is inherently risky.
 - a) The City will not borrow funds using investment securities as collateral and reinvest the proceeds in other investment securities. Approved no-load money market mutual funds in 1(g) above are allowed to use Reverse Repurchase Agreements ~~consistent with the Public Funds Investment Act~~.
 - b) The City ~~of Amarillo~~ will not take a position in a security for speculation or only for anticipated capital appreciation.
 - c) While ~~the a~~ designated Investment Officer will be empowered to buy and sell securities on behalf of the City, the City will use a buy and hold strategy for most investments.
 - d) The City will diversify investments ~~when purchasing Agency securities to avoid a concentration in one agency or company~~.
- 3) To preserve capital, the City ~~of Amarillo~~ will not invest in any securities that are inherently risky:
 - a) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
 - b) Obligations whose payment represents the principal stream of cash flow from underlying mortgage-backed security collateral and bears no interest.
 - c) Obligations that have a stated final maturity date of greater than five years.
 - d) Obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.
 - e) Any obligation related to foreign currency or foreign market interest rates or indices.
 - f) Any other obligations similar to items 3(a) through 3(e) above where small changes in market interest rates can produce potentially large changes in the value of a security or substantially extend the life of the security.

TO PROVIDE LIQUIDITY

- 1) The Investment Portfolio will remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements; investing in securities with active secondary markets; and maintaining appropriate Portfolio diversification including funds invested with overnight

liquidity. Since projected cash flows are estimates, it is the stated goal to invest in a manner that provides excess funds for reinvestment and additional liquidity each month.

- 2) In conjunction with (1) above, the City will ladder investment maturities. That is, the Portfolio will be structured so that securities-investments mature all along the yield curve and generally near term obligations are provided for before more long-term obligations. However, it will not be necessary to completely provide all maturities for a month before investing further out on the yield curve. By not fully investing every month, the City will be better able to utilize all investment securities-options (especially more short-term securities) available in the Investment Policy. With the laddered Portfolio structure, there would be a steady stream of funds to the Portfolio and high quality short-term securities available if securities needed to be sold before maturity. In conjunction with the above ladder approach, maturities beyond ninety (90) days will be diversified along the yield curve to avoid a concentration of maturities in one or more months.
- 3) Additional liquidity will be provided through attractive cash equivalent investment options approved money-market funds~~RL3~~. The City will diversify the investment in money market funds. The combined investment in money market funds should be a minimum of three percent (3%) of the overall Portfolio.

TO OPTIMIZE EARNINGS

- 1) Within the constraints of preservation, safety, and liquidity, it is the City's goal to optimize earnings.
- 2) City funds will be deposited daily to optimize funds available for investment.
- 3) Idle cash will be invested until needed to pay obligations.
- 4) The Portfolio will be structured to provide excess funds for reinvestment so that in periods of rising interest rates, funds are available for reinvestment. In periods of falling rates maturities have been laddered to lock in higher returns.
- 5) The City ~~of Amarillo~~ may employ securities lending to enhance earnings:
 - a. The City will only lend securities to primary government securities dealers, as defined by the Federal Reserve.
 - b. The City will only accept cash, government securities and irrevocable Letters of Credit as collateral greater than or equal to the value of the borrowed securities plus accrued interest. Borrowed securities must be marked to market daily. Increases in the market value of the borrowed securities will necessitate the pledging of additional collateral greater than or equal to the value of the borrowed securities. If the market value of the securities were to decrease, collateral would be released upon request of the securities dealers by the City not greater than the value of the borrowed securities.
 - c. The term of the contract is for one year, but can be renewed annually for an additional one-year term by mutual consent of the City and acceptable counter party and Frost. The maximum term for securities on loan may not exceed 90 days, or the expiration date of the contract.
 - d. The monies received by the City as collateral for borrowed securities ~~borrowed~~ shall ~~not~~ be invested for a term not later than the expiration date of the Securities Lending Agreement.
 - e. The monies received by the City as collateral for securities borrowed can only be invested in Mmoney Mmarket Mmutual funds, repurchase agreements, and obligations of U. S. Government, or its Agencies and instrumentalities.

- f. A loan made under the securities lending agreement must allow termination at any time by either party.
- g. The collateral for the loan must be pledged to the City, held in an account in the name of the City and deposited at the time of the investment with a third party approved by the City.

PORTFOLIO COMPOSITION

At all times at least 80% of the Portfolio must be in investments with maturities of two years or less. No more than 20% of the Portfolio can be held in maturities ranging from two to five years. The maximum dollar weighted average maturity of the Portfolio cannot exceed one year.

DESIGNATED INVESTMENT OFFICER

The Assistant City Manager of Financial Services, Finance Director, and the City Auditor are the designated Investment Officers. After the investment transaction is completed, an authorization of investment form will be executed for all City investments. The Assistant City Manager of Financial Services or the Finance Director must sign the form approving investments. Also, the City Manager or the Deputy City Manager must co-sign the form approving-acknowledging the investments.

INVESTMENT COMMITTEE

The Investment Officers of the City will be members of the Investment Committee. The role of the committee will be to review and monitor quarterly reports, make recommendations on changes in the Investment Policy, approve training sources, and approve brokers/dealers.

PERCENTAGE TESTS

This pPolicy contains several percentage tests. Because of daily changes in cash, the Portfolio can be in compliance one day and not in compliance the next day. The Portfolio limits should be adhered to as securities-investments are purchased; however, securities-investments would not have to be sold to comply with Portfolio limits.

MARKET PRICE VALUATION

Monthly reports will include market price valuations of the Portfolio from a third-party pricing agency or through an approved-Broker/Dealera source independent of the transaction.

PERFORMANCE STANDARD

The performance standard of the Portfolio will be calculated based on the weighted average yield to maturity.

MONITORING

Not less than quarterly, the Investment Officers will monitor the credit rating for each held investment that has a Public Fund Investment Act required minimum rating. Any investment that requires a minimum rating does not qualify during the period the investment does not have the minimum rating. Prudent

measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

Except as stated above, the City is not required to liquidate investments that were authorized investments at the time of purchase. The ratings on the money market mutual funds and the municipal securities will be monitored quarterly. If a fund or municipal security is put on negative watch the holdings will be liquidated as soon as prudent.

SETTLEMENT OF SECURITIES

All settlements of security transactions, ~~except for mutual funds,~~ will be by a “delivery versus payment basis.”

INTERFUND TRANSFERS

From time to time some City funds (for example: General Fund, Airport Fund, and Water and Sewer Fund) will become over/under invested while the overall Portfolio is compliant with the City's Investment Policy. Investment transfers can be made to correct funds being over/under invested; however, any ~~security transferred~~ would have to be suitable for the fund. Investment transfers will be made between funds at book value plus accrued interest, however transfers involving tax-exempt bond proceeds shall comply with applicable IRS regulations.

COLLATERAL

- 1) All bank deposits not insured by federal depository insurance are collateralized by securities held by an independent third party under a joint custody arrangement giving the City unconditional rights and claims to the collateral. In lieu of the above collateral requirement the depository may provide a surety bond or letter of credit issued by an agency or instrumentality in compliance with the Public Funds Investment Act.
- 2) The City will accept as collateral any securities eligible under the Public Funds Collateral Act reserving the right to accept or reject any individual securities.
- 3) The City will compare deposit collateral to bank deposits daily.
- 4) Authorized depositories will be required to sign a depository agreement with the City. The collateralized deposit portion of the agreement shall define the City's rights to the collateral in case of default, bankruptcy or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:
 1. The agreement must be in writing;
 2. The agreement has to be executed by the depository and the City contemporaneously with the acquisition of the asset;
 3. The agreement must be approved by the Board of Directors or designated committee of the depository and a copy of the meeting minutes must be delivered to the City; and
 4. The agreement must be part of the depository's "Official Record" continuously since its execution.

SAFEKEEPING

Securities owned by the City of Amarillo should be held in a manner that the safekeeping method will be categorized as Category 1, "Least Risk", for Governmental Accounting Standards Board (GASB) Statement #3 purposes:

- 1) All securities will be held by the City's safekeeping agent ~~are in an account in~~ the City's name.
- 2) All non-physical securities will be safekept at the Federal Reserve or at the City's safekeeping agent ~~an independent third-party bank~~.
- 3) Any physical securities will be registered to the City of Amarillo and safekept at the City's safekeeping agent ~~City's Depository~~ or held in a safe deposit box with limited access.

COMPETITIVE BIDDING

The City will practice competitive bidding orally, by telephone, electronically, or in any combination of these methods when purchasing an investment to help strengthen the investment process. All investments, other than the placement of funds in money markets mutual funds, which are deemed to be made at prevailing market rates, will be competitively bid and placed with providers offering the best value to the City. The City reserves the right to reject the most financially favorable bid if it is potentially disruptive to its investment strategy.

STANDARD OF CARE

The standard of care used by the City shall be the "prudent person rule" and shall be applied in the context of managing the overall Portfolio within the applicable legal constraints. The Public Funds Investment Act states:

"Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probably income to be derived."

STANDARDS OF ETHICS

All Investment Officers shall file with the Texas Ethics Commission and the City Council a statement disclosing any personal business relationship with an entity seeking to sell investments to the City or any relationship within the second degree by affinity or consanguinity to an individual seeking to sell investments to the City.

REPORTING

Investment performance will be monitored and evaluated by the Investment Officers. The Investment Officers will provide a quarterly comprehensive report signed by all Investment Officers to the City Council. This investment report shall be in compliance with the Public Funds Investment Act.

AUDITS

The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's Investment Policy and strategies. Additionally, the auditors will review the Investment Officers' quarterly reports and provide the results of that review to the City Council as part of the annual audit.

REVIEW AND AMENDMENT

The City Council shall review and adopt this pPolicy at least annually. Amendments must be approved by the Investment Committee and adopted by the City Council.

TRAINING

In order to have qualified and capable Investment Officers, officers will attend an investment training session and receive not less than 10 hours of instruction relating to investment responsibilities and that is in compliance with the Public Funds Investment Act within 12 months of taking office or assuming investment duties. After the initial training session, Investment Officers are required to take eight hours of training every two years aligned with the City's fiscal year. The Investment Committee will approve all investment training sources.

PRUDENT INVESTMENT MANAGEMENT

The designated Investment Officers shall perform their duties in accordance with the adopted Investment Policy and internal procedures. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

BROKER/DEALERS

Investment Broker/Dealers shall adhere to the spirit, philosophy and specific term of the Policy and shall avoid recommending or suggesting transactions outside the "Standard of Care."

The Investment Officers-Committee will perform selection of Broker/Dealers at least annually. The Investment Officers-Committee will establish criteria to evaluate Broker/Dealers, including:

- a) Adherence to the City's policies and strategies.
- b) Transaction pricing.
- c) Responsiveness to request for services, information and open communication.
- d) Understanding of the inherent fiduciary responsibility of investing public funds.
- e) Similarity in philosophy and strategy with the City's investment objectives.

~~f)~~ Selected Broker/Dealers shall provide timely transaction confirmations.

The approved Broker/Dealers are as follows^[RL4]:

Jefferies & Company, Inc.
Piper Jaffray & Co.
Bank of America Merrill Lynch
Amarillo National Bank
Herring Bank
Wells Fargo

Frost Bank
Fidelity Investments
Stifel, Nicolaus & Co. Inc.

The approved Broker/Dealers are authorized to engage in investment transactions with the City and can be revised periodically by the Investment Committee. It may become necessary to add Broker/Dealers during the year to insure competition and good service to the City. Therefore, the Investment Committee can add additional Broker/Dealers during the year[RL5].

INVESTMENT POLICY CERTIFICATION

Broker/DealersBusiness organizations eligible to transact investment business with the City shall be presented a written copy of the Investment Policy. Additionally the registered—principalqualified representative of the business organization seeking to transact investment business shall execute a written instrument substantially to the effect that the registered-representativebusiness organization has:

- 1) Received and reviewed this Investment Policy.
- 2) Acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities with the City except to the extent that this authorization is dependent on an analysis of the makeup of the entire portfolio or requires an interpretation of subjective investment standards.

The City shall not enter into an investment transaction with a Broker/Dealerbusiness organization prior to receiving the written instrument described above. The approved Broker/Dealers are as follows:

Jefferies & Company, Inc.
Piper Jaffray & Co.
Bank of America Merrill Lynch
Amarillo National Bank
Herring Bank
Wells Fargo
Frost Bank
Fidelity Investments
Stifel, Nicolaus & Co. Inc.

The above list of approved Broker/Dealers that are authorized to engage in investment transactions with the City and can be revised periodically by the Investment Committee. It may become necessary to add Broker/Dealers during the year to insure competition and good service to the City of Amarillo. Therefore, the Investment Committee can add additional Broker/Dealers during the year.

WIRE PROCEDURES

The City is allowed to initiate wires through the a City's authorized depository. The individuals authorized to perform wire transactions include the Assistant City Manager of Financial Services, the Finance Director, the City Auditor and the Assistant City Auditor. The City Secretary and the Assistant City Secretary are authorized to make secondary approvals of wire transfers. Wires may be done as repetitive or non-repetitive transactions. Repetitive wires can be set up at the a City's depository bank with approval of two of the authorized individuals. Thereafter, repetitive wires may be completed with approval of one of the authorized individuals. Non-repetitive wires will require approval from two of the authorized individuals.

INVESTMENT STRATEGY

OPERATING FUND

The operating funds include the General Fund and other Special Revenue Funds of the City. The primary objective in investing available funds is the preservation and safety of principal. All of the allowable investments ~~securities~~ mentioned in the Investment Policy would be suitable for the operating funds. The investments should be structured so that ~~securities-investments~~ mature to meet cash needs and have excess funds for ~~monthly-investments-and~~ additional liquidity. In the investment of funds decision, the security with the best return within a three to six month range will be selected with the intention of investing in the other maturities at a later date. This strategy allows the City to take full advantage of the yield curve and all investments securities allowed in the ~~i~~investment ~~p~~Policy. Short-term securities such as discount notes can be used for shorter maturities, while treasury notes and other agency securities can be used for longer-term maturities. ~~At least some~~ Most of the purchases will be in U.S. Treasuries or Agency securities, which are both liquid and marketable. Investments in Agency securities should be diversified among different Government Agencies. Investments will be laddered along the yield curve to optimize earnings.

DEBT SERVICE AND DEBT SERVICE RESERVE FUNDS

All Debt Service Reserve funds will be kept in money market mutual funds/accounts or certificates of deposits in the unlikely event the funds would be needed for a shortfall in making debt service payments. Debt Service funds will be accumulated in money market funds/accounts until needed for scheduled debt service payments. The primary objective in investing available funds is the preservation and safety of principal. Yield will be dictated by short-term rates.

PROPRIETARY FUNDS

Proprietary funds include both Enterprise Funds and Internal Service Funds. These funds provide for the operations, capital replacement, and future claims of each functional area. Specifically, proprietary funds include Water and Sewer Fund, Airport Fund, Municipal Garage, Data Processing, Risk Management, and Employee Insurance. All of the allowable investment securities would be suitable for the proprietary funds. The primary objective in investing available funds is the preservation and safety of principal. The investments should be structured so that maturities are scheduled to meet cash needs and have excess funds for ~~monthly-investments-and~~ additional liquidity. In the investment of funds decision, the security with the best return within a three to six month range will be selected with the intention of investing in the other maturities at a later date. This strategy allows the City to take full advantage of the yield curve and all investments securities allowed in the ~~i~~investment ~~p~~Policy. Short-term securities such as discount notes can be used for shorter maturities, while treasury notes and other agency securities can be used for longer-term maturities. Most of the purchases will be in U.S. Treasuries or Agency securities, which are both liquid and marketable. Investments in Agency securities should be diversified among different Government Agencies. Investments will be laddered along the yield curve to optimize earnings.

CAPITAL PROJECT FUNDS

Capital project funds are used to account for the construction of various City improvements including General Construction, Street Improvement, Golf Improvement, and other capital improvement funds. All allowable City investments would be suitable for the capital projects funds. The cash should be invested to correspond to the estimated aggregate cash draws on the various projects. ~~Most-At least some~~ of the

purchases will be in U.S. Treasuries and Agency securities, which provide both liquidity and marketability. Investments in Agency securities should be diversified among the various Government Agencies.

AMARILLO ECONOMIC DEVELOPMENT CORPORATION

The primary objective in investing Amarillo Economic Development Corporation (AEDC) funds is the preservation and safety of principal; however, AEDC has a great need for liquidity. Suitable investments should be no more than 190 days to maturity. Furthermore, AEDC should have substantial funds held in money market funds/accounts for additional liquidity. Because AEDC funds are very short-term maturities, Treasury Bills, Agency Discount Notes and ~~CDARs~~ RL6 deposits as described under Section 1 a) of the TO PRESERVE CAPITAL section will be heavily used. Diversification of investments among the various Government Agencies will be very important. Yield will be dictated by short-term rates.

OTHER ENTITY FUNDS

The City ~~of Amarillo~~ also invests funds for other entities. As with City funds, the primary objective in investing available funds is the preservation and safety of principal. Because of the uncertainty of when funds will be needed, liquidity is also very important. When the City invests funds for other entities, the funds will be invested in a similar manner as AEDC funds above.

TRUST FUNDS

Trust funds will be invested in accordance with provisions of the applicable trust agreement. If there are not specific investment requirements, trust funds will be invested in a similar manner as operating funds. In the investment of funds decision, the security with the best return within a three to six month range will be selected with the intention of investing in the other maturities at a later date. This strategy allows the City to take full advantage of the yield curve and all investments securities allowed in the ~~i~~ Investment pPolicy. Short-term securities such as discount notes can be used for shorter maturities, while treasury notes and other agency securities can be used for longer-term maturities. The primary objective in investing available funds is the preservation and safety of principal.

BOND PROCEEDS

The investment of bond proceeds (excluding reserve and debt service funds) shall generally be limited to the anticipated cash flow requirement or the "temporary period," as defined by Federal tax law. During the temporary period bond proceeds may be invested at an unrestricted yield. After the expiration of the temporary period, bond proceeds subject to yield restriction shall be invested considering the anticipated cash flow requirements of the funds and market conditions to achieve compliance with the applicable regulations. Bond proceeds may be invested in a single ~~security or investment~~ flexible repurchase agreement if the Investment Officers determine that such an investment ~~is necessary~~ has advantage to comply with Federal arbitrage restrictions or to facilitate arbitrage record keeping and calculation.

~~Bond proceeds may be invested in a singular security or investment with a defined termination date greater than 90 days, commonly referred to as a~~ A flexible repurchase agreement, provided ~~sd~~ that disbursements are allowed in the amount necessary to satisfy reasonable expenditure requests and the defined termination date of the investment does not exceed the estimated expenditure date of the bond proceeds.



I

Amarillo City Council Agenda Transmittal Memo



| | | | |
|---------------------|---------------|-------------------------|----------------|
| Meeting Date | April 5, 2016 | Council Priority | Infrastructure |
|---------------------|---------------|-------------------------|----------------|

| | |
|-------------------|----------|
| Department | Planning |
|-------------------|----------|

Agenda Caption

License and Hold Harmless Agreement for the installation of a monument sign in an existing public utility easement located within Lot 5, Block 1, Security Park Unit No. 1, in Section 27, Block 9, BS&F Survey, Potter County.

Agenda Item Summary

This license is made between the City of Amarillo and the Amarillo Independent School District (AISD) for a surface encumbrance of a public utility easement for a monument sign.

Requested Action

Planning and Legal Staff have reviewed the associated L&HH agreement and exhibit and recommend the City Council approve the item as submitted.

Funding Summary

N/A

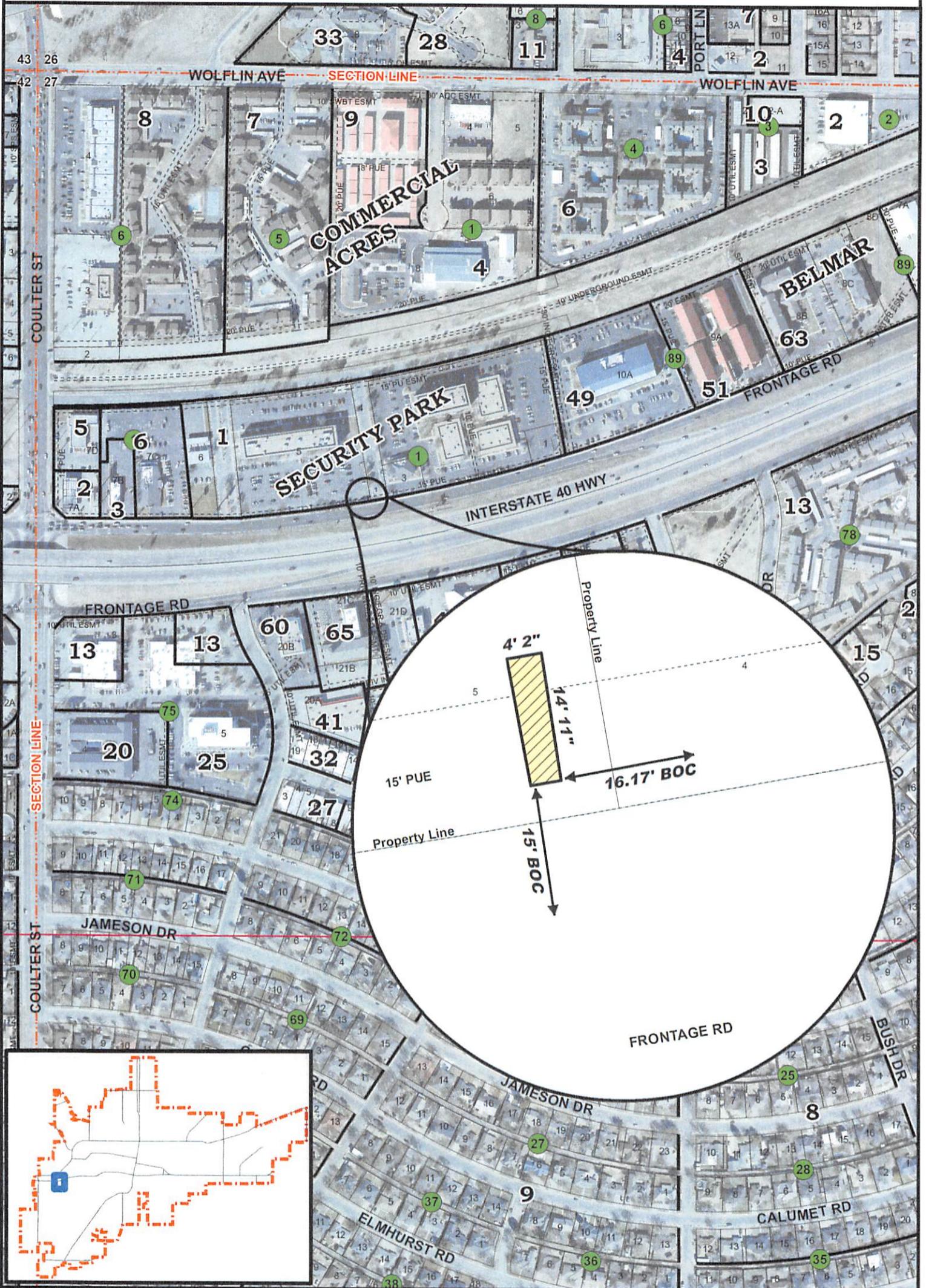
Community Engagement Summary

The item was distributed to all applicable internal and external entities. No objections were received.

Staff Recommendation

Staff recommends the approval of this L&HH agreement.

LICENSE & HOLD HARMLESS



**CITY OF AMARILLO
PLANNING DEPARTMENT**

Scale: 1" = 400'
Date: 2-11-16
Case No: L-16-01



"Exhibit A"

L-16-01 License & Hold Harmless to encumber surface for a monument sign in an existing 15' public utility easement in Lot 5, Block 1, Security Park Unit No. 1, in Section 27, Block 9, BS&F Survey, Potter County, Texas.

Applicant: AISD

Vicinity: Coulter St. & W. I-40

AP: J-13

STATE OF TEXAS §
 COUNTIES OF POTTER §
 AND RANDALL §
 CITY OF AMARILLO §

On the 14th day of March 2016, the Amarillo Planning and Zoning Commission met in a work session in Room 206, second floor of City Hall, at 2:45 PM to review agenda items, then convened in regular session at 3:00 PM in the City Council Chamber on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

| VOTING MEMBERS | PRESENT | NO. MEETINGS HELD | NO. MEETINGS ATTENDED |
|--------------------------|---------|-------------------|-----------------------|
| David Craig, Chairman | Y | 108 | 89 |
| Dean Bedwell | Y | 175 | 165 |
| Mike Good, Vice-Chairman | N | 90 | 65 |
| Rob Parker | Y | 43 | 34 |
| Jessie Phifer | Y | 13 | 7 |
| Rick Thomason | Y | 13 | 11 |
| Bowden Jones | N | 4 | 3 |

PLANNING DEPARTMENT STAFF:

Kelley Shaw, Planning Director
 Laura Bergey, Planner I
 Jan Sanders, Recording Secretary

Chairman Craig opened the meeting, established a quorum and conducted the consideration of the following items in the order presented. Kelley Shaw, Planning Director, read the staff reports, and gave the recommendations for each item.

ITEM 1: Approval of the minutes of the February 22, 2016 meeting

A motion to approve the minutes of the February 22, 2016 meeting was made by Commissioner Bedwell, seconded by Commissioner Thomason, and carried unanimously.

ITEM 2: Z-16-06 Rezoning of Lots 7-18, Block 2, Mrs. M.D. Oliver Eakle's subdivision of Block 228 Plemons Addition, in Section 170, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Planned Development District 111B to amended planned development for additional storage. (Vicinity: SE 17TH Ave & Taylor St.)
 APPLICANT: Glen Ashton

Chairman Craig stated this item would be tabled until the March 28, 2016, Planning & Zoning Commission meeting.

ITEM 3: Z-16-07 Rezoning of a 3.80 acre tract of land in Section 63, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Agricultural District, Planned Development District 373A, and Planned Development 373B to amended planned development for indoor recreational use. (Vicinity: Chatham Sq & McKenna Sq)
 APPLICANT: Jeb Harris

Mr. Shaw stated the request is within the TownSquare Subdivision mixed use development, to allow specifically for an indoor recreational facility. The zoning request will mirror the other development and land use standards within the existing planned development. Mr. Shaw advised staff feels the request is appropriate and would recommend approval of the request as submitted.

Chairman Craig asked if anyone wanted to speak in favor or against said request. Ben McWhorter, 5508 Andrews Avenue, representing the Williams' group, appeared to answer any questions.

A motion to approve Z-16-07 was made by Commissioner Phifer, seconded by Commissioner Parker, and carried unanimously.

ITEM 4: Z-16-08 Rezoning of a 39.68 acre tract of unplatted land in Section 153 and 172, Block 2, AB&M Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Agricultural District to Light Industrial District. (Vicinity: Tradewind St & SW 34th Ave)
APPLICANT: Seth Williams

Mr. Shaw stated the site has recently been annexed and the property owner is ready to develop the property with commercial uses. Mr. Shaw advised staff feels the request is appropriate and would recommend approval of the request as submitted.

A motion to approve Z-16-08 was made by Commissioner Bedwell, seconded by Commissioner Parker, and carried unanimously.

ITEM 5: Z-16-09 Rezoning of Lot 3A, Block 74, Ridgecrest Unit No. 57, and Lot 4A, Block 74, Ridgecrest Unit No. 55, all in Section 7, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from General Retail District to planned development district for an office and storage warehouse. (Vicinity: Teckla Blvd& Ridgecrest Circle)
APPLICANT: Chris Mahan

Chairman Craig stated this item would be tabled until the March 28, 2016, Planning & Zoning Commission meeting.

ITEM 6: Z-16-10 Rezoning of a 37.39 acre tract of land out of Section 65, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys and public ways, to change from Agricultural District to Residential District 2. (Vicinity: Soncy Rd/ Loop 335 & Heritage Hills Pkwy)
APPLICANT: Seth Williams

Mr. Shaw advised the applicant is requesting the zoning change in order to develop the next phase of the Heritage Hills Subdivision with single family development. Mr. Shaw advised staff feels the request is appropriate and would recommend approval of the request as submitted.

A motion to approve Z-16-10 was made by Commissioner Thomason, seconded by Commissioner Parker, and carried unanimously.

ITEM 7: Z-16-11 Rezoning of Lot 7, Block 38, Grandview Addition Unit No.11, Section 139, Block 2, AB&M Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 to Residential District 1 with a Specific Use Permit. (Vicinity: SE 34th Ave & Browing St)
APPLICANT: Don Wells

Mr. Shaw advised the carport is an existing carport and is in need of a Specific Use Permit for legal status. Mr. Shaw stated in Staff's opinion the carport does not distract from the existing streetscape, but is the only carport within the immediate neighborhood. Mr. Shaw advised staff feels the request is appropriate and would recommend approval of the request as submitted.

A motion to approve Z-16-11 was made by Commissioner Thomason, seconded by Commissioner Phifer, and carried unanimously.

ITEM 8: Z-16-12 Rezoning of a 1.49 acre tract of land in Section 65, Block 9, BS&F Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Agricultural District to General Retail District. (Vicinity: Soncy Rd & Heritage Hills Pkwy)
APPLICANT: Perry Williams

Mr. Shaw advised the request conforms to what is existing along the Soncy Rd/Loop 335 commercial corridor. Mr. Shaw advised staff feels the request is appropriate and would recommend approval of the request as submitted.

A motion to approve Z-16-12 was made by Commissioner Bedwell, seconded by Commissioner Thomason, and carried unanimously.

ITEM 9: P-16-10 South Side Estates Unit No. 40, an addition to the City of Amarillo, being a replat of a portion of Lot 1 and all of Lot 2, Block 17, South Side Estates, all in Section 5, Block 9, BS&F Survey, Randall County, Texas. (Vicinity: Arden Rd & Duling Ln)
DEVELOPER: Toby L. Tyler
SURVEYOR: Heather Lemons

A motion to approve P-16-10 was made by Commissioner Bedwell, seconded by Commissioner Parker and carried unanimously.

ITEM 10: P-16-11 Ridgecrest Unit No. 61, an addition to the City of Amarillo, being a replat of Lot 4A, Block 74, Ridgecrest Unit No. 55, and Lot 3A, Block 74, Ridgecrest Unit No. 57, all in Section 7, Block 9, BS&F Survey, Randall County, Texas. (Vicinity: Teckla Blvd & SW 45th Ave)
DEVELOPER: Chris Mahan
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on March 11, 2016.

ITEM 11: P-16-12 Odom Cotten Unit No. 3, an addition to the City of Amarillo, being a replat of Lots 1 and 2, Block 7, Odom Cotton Addition, a subdivision of Block 1 of the J Ben Russell Land in Survey 137, Block 2, AB&M Survey, Potter County, Texas. (Vicinity: NE 6th Ave & Osage St)
DEVELOPER(S): Roberto Vera
SURVEYOR: Dwayne Gresham

Chairman Craig stated that the plat was signed by the Deputy City Manager on March 11, 2016.

ITEM 12: P-16-13 Mays Ranches Unit No. 20, an addition to the City of Amarillo, being a replat of all of Lot 17C, Block 3, Mays Ranches Unit No. 19, the remaining portion of Lot 17A, Block 3, Mays Ranches Unit No. 10, and a portion of Tract 17, Block 3, Mays Ranches, all in Section 228, Block 2, AB&M Survey, Randall County, Texas. (Vicinity: SW 45th Ave & IH-27)
DEVELOPER: Velrick Wilson
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on March 11, 2016.

ITEM 13: P-16-14 La Paloma Estates Unit No. 12, an addition to the City of Amarillo, being a replat of Lots 5 and 6, Block 1, La Paloma Estates Unit No. 6 Amended, in Section 12, Block 9, BS&F Survey, Potter County, Texas. (Vicinity: Fairway Dr & Valhalla Ln)
DEVELOPER(S): Srini and Shanthi Reddy
SURVEYOR: Matt Thomas

Mr. Shaw stated the plat is not ready for consideration today, but the applicant had submitted a waiver of 30 day action request. This plat will be given a maximum of an additional 60 days before consideration.

ITEM 14: P-16-15 Mathes Acres Unit No. 3, a suburban subdivision to the City of Amarillo, being a replat of Lot 13 and a portion of Lot 14, Mathes Acres, in Section 34, Block 9, BS&F Survey, Randall County, Texas. (Vicinity: Coulter St & Winery Rd)
DEVELOPER: James McClure
SURVEYOR: Daryl Furman

Mr. Shaw stated the plat is not ready for consideration today, but the applicant had submitted a waiver of 30 day action request. This plat will be given a maximum of an additional 60 days before consideration.

ITEM 15: P-16-16 Soncy Heights Unit No. 11, a suburban subdivision to the City of Amarillo, being an unplatted tract of land in Section 61, Block 9, BS&F Survey, Potter County Texas. (Vicinity: W. Amarillo Blvd & Helium Rd)
DEVELOPER: Run Property Holdings, Inc.
SURVEYOR: Robert Keys

Chairman Craig stated that the plat was signed by the Deputy City Manager on March 8, 2016.

CARRY OVERS:

ITEM 16: P-16-08 Ranch Road Acres Unit No. 1, a suburban subdivision to the City of Amarillo, being an unplatted tract of land in Section 56 and Section 57, Block 9, BS&F Survey, Potter County, Texas. (Vicinity: Tascosa Rd & Soncy Rd)
DEVELOPER: Alex Laugesen
SURVEYOR: Heather Lemons

Chairman Craig stated that the plat was signed by the Deputy City Manager on February 29, 2016.

ITEM 17: P-16-09 Glidden & Sandborn Unit No.11, an addition to the City of Amarillo, being a replat of Lots 6 through 8, Block 154, Glidden and Sanborn Addition, out of Section 169, Block 2, AB&M Survey, Potter County, Texas. (Vicinity: NW 4th Ave & Jackson St)
DEVELOPER: Donny King
SURVEYOR: Matthew Thomas

Chairman Craig stated that the plat was signed by the Deputy City Manager on February 29, 2016.

PENDING ITEMS:

ITEMS 18-34: P-11-31 Sundown Acres Unit No. 6, P-12-45 Redstone Addition Unit No. 1, P-12-52 Bownds Industrial Park Unit No. 1, P-13-72 Park Hills Unit No. 2, P-14-25 Arrowhead Addition Unit No. 8, P-14-28 Silverpointe Addition Conceptual Development Plan, P-14-41 Skyline Terrace Unit No. 12, P-14-72 The Colonies Unit No. 59, P-14-75 Madden Addition Unit No. 6, P-14-91 Coulter Acres Unit No. 16, P-14-96 Lonesome Dove Estates Unit No. 7, P-15-07 Canode-Com Park Unit No. 45, P-15-10 Reed's Unit No. 1, P-15-22 Hillside Terrace Estates Unit No. 24, P-15-38 Tull Addition Unit No. 2, P-15-43 Highland Park Village Unit No. 3, P-15-49 City View Estates Unit No. 16.

No action was taken on these plats.

ITEM 35: P-16-06 Sundown Estates Unit No. 1, a suburban subdivision to the City of Amarillo, being an unplatted tract of land out of Section 177, Block 2 AB&M Survey, Randall County, Texas. (Vicinity: FM Hwy 1541& Sundown Ln)
DEVELOPER(S): Diego Flores
SURVEYOR: Robert Keys

Chairman Craig stated that the plat was signed by the Deputy City Manager on February 23, 2016.

ITEM 36: Public Forum: Time is reserved for any citizen to comment on City zoning or planning concerns; however, the Commission can take no action on any issue raised.

No comments were made.

ITEM 37: Discuss Items for Future Agendas.

No further comments were made and the meeting was adjourned at 3:25 P.M.



Kelley Shaw, Secretary
Planning & Zoning Commission

BOARDS AND COMMISSIONS – VACANCIES

Amarillo Economic Development Corporation (3-year terms) – Executive Session

| | | |
|------------|--------------|------------|
| 04/09/2013 | Roy Bara | 03/31/2016 |
| 04/09/2013 | John Kritser | 03/31/2016 |

Board of Review-Landmarks & Historic District (3-year terms)

| | | |
|------------|----------------|-----------------------|
| 06/19/2001 | Carson Burgess | 05/21/2015 |
| 08/27/2008 | Kim Crawford | 05/21/2016 |
| 11/27/2012 | L.V. Perkins | 05/21/2015 |
| 11/27/2012 | Tom Thatcher | 05/21/2015 |
| 07/13/2004 | Mason Rogers | 05/21/2016 (resigned) |
| 09/23/2008 | Howard Smith | 05/21/2016 (resigned) |

Emergency Care Advisory Board (3-year terms)

| | | |
|------------|-------------------|-----------------------------------|
| 04/21/2010 | Brian Eades | 04/21/2016 – Resigning 07/31/2016 |
| 09/20/2013 | Jeff Greenlee | 04/21/2016 |
| 05/05/2015 | Rakhshanda Rahman | 04/21/2016 |
| 04/21/2010 | Robert Saunders | 04/21/2016 |
| 04/21/2010 | Roger Smalligan | 04/21/2016 |