

**AGENDAS**

**FOR THE AMARILLO CITY COUNCIL WORK SESSION TO BE HELD ON TUESDAY, JULY 19, 2016 AT 3:30 P.M. AND THE REGULAR MEETING OF THE AMARILLO CITY COUNCIL AT 5:00 P.M., CITY HALL, 509 SOUTHEAST 7<sup>th</sup> AVENUE, COUNCIL CHAMBER ON THE THIRD FLOOR OF CITY HALL, AMARILLO, TEXAS.**

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*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) Presentation and discussion on Capital Investment Plan – Project Prioritization; and
  - (3) 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) Discuss the appointment, employment, evaluation, reassignment, duties, and qualifications of a public officer or employee, in accordance with the Texas Open Meetings Act, Section 551.074. Discussion regarding City Manager and appointment to fill vacancy.
  - (2) Consult with Attorney about economic development; in accordance with the Texas Open Meetings Act, Texas Government Code, Section 551.071 and Section 551.0087.
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**REGULAR MEETING ITEMS**

**INVOCATION:** Kevin Deckard, Polk Street United Methodist Church

1. **MINUTES:**  
Approval of the City Council minutes of the regular meeting held on July 12, 2016.
2. **ORDINANCE NO. 7604:**  
This is the first reading of an ordinance to consider amending the Amarillo Municipal Code, Chapter 4-2, Signs, to provide revisions of sign definitions and temporary sign regulations.
3. **ORDINANCE NO. 7608:**  
This is the first reading of an ordinance rezoning of Lots 11 and 12, Ridgecrest Addition, 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 Residential District 1 to planned development district for professional and general office uses. (Address: 3620 South Western Street.)
4. **RESOLUTION – CALLING A PUBLIC HEARING TO DETERMINE WHETHER CERTAIN CONDITIONS DESCRIBED HEREIN CONSTITUTE A PUBLIC NUISANCE AT THE LOCATION(S) STATED:**  
This resolution sets the date and time for a public hearing on August 9, 2016, at 5:00 p.m. to determine if the property at 601 West Amarillo Boulevard constitutes a public nuisance and thereby requiring the removal of such accumulations. A copy of this resolution will be mailed to all interested parties providing ten (10) days notice of public hearing.

5. **RESOLUTION – PUBLIC HEARING AND APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT 2016-2017 ANNUAL ACTION PLAN:**

This resolution conducts a public hearing for the review and adoption of the 2016-2017 Community Development Block Grant Annual Action Plan which addresses funding to low to moderate income individuals and communities in accordance with HUD regulations and utilizing citizen input to allocate resources.

6. **RESOLUTION – PUBLIC HEARING AND APPROVAL OF THE 2016-2017 PUBLIC HOUSING AUTHORITY (PHA) ANNUAL ACTION PLAN AND HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN:**

This resolution conducts a public hearing for the review and adoption of the 2016-2017 Public Housing Authority (PHA) Annual Action Plan and Housing Choice Voucher Program Administrative Plan, as required by the Department of Housing and Urban Development. The Annual Plan was reviewed and recommended for approval by the Tenant Advisory Committee and the Community Development Advisory Committee. The PHA plan has been available for public comment for 45 days from May 27, 2016 through July 10, 2016.

7. **RESOLUTION – PUBLIC HEARING ON THE 2017 GRANT APPLICATION FOR FEDERAL AND STATE FUNDING FOR THE AMARILLO CITY TRANSIT SYSTEM:**

This resolution conducts a public hearing on the FY 2017 Program of Projects and authorizes the City of Amarillo to submit a grant application to the Federal Transit Administration and the Texas Department of Transportation (TXDOT) for fiscal year 2016-2017 operating and capital assistance for the Amarillo City Transit Department. The City will receive an allocation from both the Federal Transit Administration and the Texas Department of Transportation.

Federal Transit Administration Funds	(estimate) \$3,230,193
TXDOT	\$384,464
Local Funds	\$1,860,522
Total Capital and Operating	\$5,475,179

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

Appointment is needed for the following board:

Amarillo Local Government Corporation (3-year terms)

03/22/2011                      Brian Eades                      09/30/2017

9. **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 – Fire Fighting Clothing annual Contract:**

DACO Fire Equipment Co., Inc. -- \$149,890.00

This award is to approve an annual contract for the purchase of NFPA 1971 Structural Fire Fighting Clothing also known as turn out gear. This contract will allow the Amarillo Fire Department to purchase firefighting garments on an as needed basis. In addition, the contract will provide repair, maintenance, and cleaning fees for seven years.

B. **Award –Water Main Relocations at I-40 and Ross Street:**

Roberts Ditching Job #523079 -- \$101,022.50

**Award –Water Main Extension at Paramount Boulevard and 26<sup>th</sup> Avenue:**

Roberts Ditching Job #523080 -- \$97,411.71

Award Combined Project Cost of \$198,434.21

This item is to award Job #523079 Water Main Relocations at I-40 and Ross Street and Job #523080 Water Main Extensions at Paramount Boulevard and 26<sup>th</sup> Avenue.

- C. Award of Contract:  
 TxDOT Standard Utility Agreement for participation in Job #523079: Water Main Relocation at I-40 and Ross.
- D. Approval – Aviation Clear Zone Easements:  
 The following Aviation Clear Zone Easements are associated with the corresponding plats below:
- ACZ-13-14, being 3755' above mean sea level above the plat of Fleet Addition Unit No. 4
  - ACZ-13-16, being 3800' above mean sea level above the plat of Eastridge Unit No. 44
  - ACZ-13-17, being 4900' above mean sea level above the plat of Tradewind Air Park Unit No. 20
  - ACZ-14-01, being 4950' above mean sea level above the plat of Lonesome Dove Estates Unit No. 6
  - ACZ-14-03, being 4300' above mean sea level above the plat of South Haven Addition Unit No. 4
  - ACZ-14-07, being 3755' above mean sea level above the plat of Klucevsek Subdivision Unit No. 2
  - ACZ-14-08, being 4600' above mean sea level above the plat of South Georgia Place Unit No. 30
  - ACZ-15-02, being 3755' above mean sea level above the plat of Centerport Addition Unit No. 6
- E. Approval – Interlocal Agreement:  
 This item approves an Interlocal Agreement for Neighborhood Planning funding between Potter County, Texas and the City of Amarillo, Texas.
- F. Approval – Change Order No. 4 – Job #521941: 24<sup>th</sup> Pipeline 48" Well Water Transfer Line:
- |                         |                       |
|-------------------------|-----------------------|
| Original Contract:      | \$11,740,159.00       |
| Previous Change Orders: | \$862,469.44          |
| Current Change Order:   | <u>\$339,393.44</u>   |
| Total Change Orders:    | <u>\$1,201,862.88</u> |
| Revised Contract:       | \$12,942,021.88       |
- This item approves Change Order No. 4 to the contract with Condie Construction Company, Inc. for additional work required on the 24<sup>th</sup> Pipeline.
- G. Approval – Addendum No. 3 – Job #521943: Hillside Terrace 30" Sewer Replacement:
- |                         |                     |
|-------------------------|---------------------|
| Original Contract:      | \$52,650.00         |
| Previous Change Orders: | \$219,870.00        |
| Current Change Order:   | <u>\$147,000.00</u> |
| Total Change Orders:    | <u>\$366,870.00</u> |
| Revised Contract:       | \$419,520.00        |
- This item approves Addendum No. 3 to the Professional Service Agreement with RIMKUS Consulting Group, Inc. to allow for additional engineering services and construction observation services lump sum fees outlined in the addendum.
- H. Approval – Council Committee on Board Appointments Policy

## **PUBLIC FORUM**

Comments from interested citizens on matters not on the Agenda pertaining to City policies, programs or services. *(This is the opportunity for visitors and guests to address the City Council. 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 June 27, 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 7<sup>th</sup> 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 15th day of July 2016.

Amarillo City Council meetings stream live on Cable Channel 110 and are available online at:  
[www.amarillo.gov/granicus](http://www.amarillo.gov/granicus)  
Archived meetings are also available.

STATE OF TEXAS  
COUNTIES OF POTTER  
AND RANDALL  
CITY OF AMARILLO

On the 12th day of July 2016, the Amarillo City Council met at 9:00 a.m. for a work session, and the regular session was held at 5:00 p.m. in the 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  
BRIAN EADES  
RANDY BURKETT  
MARK NAIR

MAYOR  
COUNCILMEMBER NO. 1  
COUNCILMEMBER NO. 2  
COUNCILMEMBER NO. 3  
COUNCILMEMBER NO. 4

Absent were none. Also in attendance were the following administrative officials:

TERRY CHILDERS  
MICK MCKAMIE  
BLAIR SNOW  
FRANCES HIBBS

INTERIM CITY MANAGER  
CITY ATTORNEY  
MANAGEMENT ANALYST  
CITY SECRETARY

The invocation was given by Davlyn Duesterhaus, Baptist St. Anthony's. Mayor Harpole led the audience in the Pledge of Allegiance.

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 July 5, 2016. Motion was made by Councilmember Burkett to approve the minutes; motion was seconded by Councilmember Eades, and unanimously carried to approve the minutes.

ITEM 2: Mr. Childers recognized the employees and volunteers who assisted with the Tire Recycling Program. Mr. Childers introduced Steve Fisk, Gary Pitner, PRPC, Lori Gunn, PRPC and Leigh Cravin (not in the audience). Mr. Fisk stated the response was great and there were 5,416 tires collected. Funding was provided through a PRPC grant of \$5,500. Mr. Fisk also introduced the Solid Waste Department Brush Crew who put the tires in the shipping containers.

ITEM 3: Mayor Harpole presented for Council's consideration the confirmation of the appointment of Ed Drain as Interim Police Chief for the City of Amarillo. Mr. Childers stated Council previously approved the agreement with the City of Plano. Motion was made by Councilmember Nair, seconded by Councilmember Burkett, to confirm the appointment of Ed Drain as the Amarillo Police Chief.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 4: Mayor Harpole presented the second and final reading of an ordinance amending Section 10-3-116, Participation, Maximum Fee Schedule and Terms, of Article VII regarding non-consent towing and police rotation towing. Motion was made by Councilmember Eades, seconded by Councilmember Nair, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7606

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: AMENDING THE MUNICIPAL CODE OF THE CITY OF AMARILLO, TO AMEND SECTION 10-3-116, "PARTICIPATION, MAXIMUM FEE SCHEDULE AND TERMS," OF ARTICLE VII REGARDING NON-CONSENT TOWING AND POLICE ROTATION TOWING; PROVIDING FOR SEVERABILITY; PROVIDING FOR

REPEALER; PROVIDING FOR CONTINUATION OF PRIOR LAW; PROVIDING A PENALTY; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades and Nair; Voting NO was Councilmember Burkett the motion carried by a 4:1 vote of the Council.

ITEM 5: Mayor Harpole presented the second and final reading of an ordinance rezoning Lots 15-16, Beckwith Addition, in Section 166, Block 2, AB&M Survey, Potter 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 the placement of a Type A Manufactured Home. (Address: 159 West Colorado Avenue.) Brian Henley 159 West Colorado Avenue, stated there other mobile homes in the same area. Wanda Selby, 159 West Colorado Avenue, stated the original house was torn down and Mr. Henley was going to live in the mobile home. Councilmember Demerson inquired if there was any opposition. Mr. Cowell stated there has been no opposition in accordance to the Planning and Zoning minutes and the item was unanimously recommended. Motion was made by Councilmember Burkett, seconded by Councilmember Eades, that the following captioned ordinance be passed on second and final reading:

ORDINANCE NO. 7607

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 COLORADO AVENUE AND BUCK STREET, POTTER COUNT, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; Voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 6: Mayor Harpole presented a resolution approving an amendment to the Bylaws of the Amarillo Local Government Corporation. This amendment creates Article II, Section 10 relating to the attendance of the Board members. The Amarillo Local Government Corporation Board of Directors unanimously approved this change at their May 18, 2016 meeting and they are presented here for final City Council approval. Mayor Harpole inquired if other boards have the same stipulation. Councilmember Eades stated the Local Government Corporation was an independent corporation. Motion was made by Councilmember Nair, seconded by Councilmember Burkett, that the following captioned resolution be passed:

RESOLUTION NO. 07-12-16-1

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: APPROVING AN AMENDMENT TO THE BYLAWS OF THE AMARILLO LOCAL GOVERNMENT CORPORATION; PROVIDING SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 7: Mayor Harpole presented a resolution establishing a Pedestrian and Bicycle Safety Advisory Committee charged to identify and evaluate safety concerns and solutions for pedestrians and cyclists in the community.

Councilmember Nair stated the purpose of this committee was to allow getting around town safely and address how to make it safer. Jesse Pfimmer, 5723 South Milam Street, stated many of the older parts of the City do not have sidewalks. He further inquired if motorized wheelchairs and ADA compliance would be considered. Mayor Harpole replied that many older parts of the City do not have sidewalks and they will challenge this group to search for funding through federal grants. James Schenck, 6216 Gainsborough Street, inquired as to the safety issues of the bicyclists going against traffic and the need to get the safety issue out to the public. Keith Grays, 2322

Northwest 11 Avenue, stated the North Heights as seen some business growth and inquired about a crosswalk. Councilmember Burkett asked about the cost of installing a blinking light and crosswalk. Motion was made by Councilmember Burkett, seconded by Councilmember Demerson, that the following captioned resolution be passed:

RESOLUTION NO. 07-12-16-2

A RESOLUTION OF THE AMARILLO CITY COUNCIL ESTABLISHING A PEDESTRIAN AND BICYCLE SAFETY ADVISORY COMMITTEE; DEFINING ITS PURPOSE, ESTABLISHING GUIDELINES FOR APPOINTMENTS TO THE COMMITTEE; PROVIDING FOR THE COMMITTEE'S DUTIES AND RESPONSIBILITIES; PROVIDING SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 8: Mayor Harpole presented a resolution establishing an Environmental Task Force charged with research and evaluating recycling options for the community and to identify a potential list of other environmental concerns that may be similarly researched and evaluated and brought to the City's attention. Councilmember Nair stated the need to explore the idea of recycling and getting some data behind the research. Mr. Cowell stated this Ad Hoc Committee would have charges to report on recycling and other items to be considered. The Committee would have a one-year sunset provision. Mayor Harpole stated separation of trash was very costly, consideration of transportation costs, and commodity prices were concerns. He suggested also checking with PRPC for grants. Cole Camp, 4402 Charlene Avenue, stated he has been in the environmental field for 18 years and offered his services. Allen Finegold, 2601 North Grand Street, asked the Council to consider the possibilities of objects that are reusable. He stressed the steel scrap and metals that pose a problem in Amarillo and possibly toxic waste dumps. Motion was made by Councilmember Eades, seconded by Councilmember Demerson, that the following captioned resolution be passed:

RESOLUTION NO. 07-12-16-3

A RESOLUTION OF THE AMARILLO CITY COUNCIL ESTABLISHING AN ENVIRONMENTAL TASK FORCE; DEFINING ITS PURPOSE, ESTABLISHING GUIDELINES FOR APPOINTMENTS TO THE TASK FORCE; PROVIDING FOR THE TASK FORCE'S DUTIES AND RESPONSIBILITIES; PROVIDING SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.s

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 9: Mayor Harpole stated the ranking for applicants were tied for the first position. Motion was made by Councilmember Nair to nominate Lisa Blake to replace Brian Eades, seconded by Councilmember Demerson.

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

ITEM 10: Mayor Harpole presented the consent agenda and asked if any item should be removed for discussion or separate consideration. There were none. Motion was made by Councilmember Burkett to approve the consent agenda, seconded by Councilmember Nair.

- A. Award – Simms Municipal Building 808 South Buchanan Parking Lot Demo and New Parking Lot Replacement with Streetscape on 9<sup>th</sup> Avenue:

This item recommends that the construction contract be awarded to A&S General Contractors, Inc. in the amount of \$228,114.00.

- B. Award – Amarillo Police Department Storage Facility Site Work, Foundation and Building Floor Slab located at 2401 Prairie Dog Lane:  
This item recommends that the construction contract be awarded to Tri-State General Contracting, Inc. in the amount of \$169,000.00.
- C. Award – Hillside Terrace Estates 30" Sewer Replacement Contract 1 – Soncy Road to Arden Road Project:  
Condie Construction Company, Inc. -- \$986,565.00  
This item is to approve the contract for construction services for Condie Construction Company, Inc. to replace and install 30-inch sewer line along Soncy Road to Arden Road.
- D. Award – Southeast 3<sup>rd</sup> Avenue Lift Station Storm Sewer Force Main Replacement:  
Amarillo Utility Contractors -- \$238,000.00  
This item is to approve the contract for the Emergency Repair of Southeast 3<sup>rd</sup> Avenue Lift Station Storm Sewer Force Main Replacement. This project will replace damaged storm sewer force main in Southeast 3<sup>rd</sup> Avenue and repairs damage to infrastructure due to failed force main. Funding for this project was approved utilizing the Draining Utility Fund.
- E. Approval – Addendum Four (4) – Job#521941: 24<sup>th</sup> Pipeline 48" Well Water Transfer Line:  
Original Contract: \$1,525,054.00  
Previous Addendums: (\$236,500.00)  
Current Addendum: \$9,679.00  
Total Addendums: (\$226,821.00)  
Revised Contract: \$1,298,233.00
- This item approves Addendum Four (4) to the Professional Service Agreement with HDR Engineering, Inc. to allow for additional construction observation services lump sum fee outlined in the addendum.
- F. Acceptance – Continuum of Care Grant for Shelter Plus Program:  
This item is through the continuum of Care Grant from the Department of Housing and Urban Development, the Community Development Department administers rental assistance to homeless person with disabilities who receive mental health services as Texas Panhandle Centers.

Voting AYE were Mayor Harpole, Councilmembers Demerson, Eades, Burkett and Nair; Voting NO were none; the motion carried by a 5:0 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.

Keith Grays, 2326 Northwest 11 Avenue, stated he and his partner owned 707 South Polk Street. This venue is used for weddings, etc. He stated problems with people using bullhorns and the homeless. Edmond Johnson, 2116 South Hayden Street, presented copies of the AEDC report series by Channel 7. He stated as an ex-state auditor, AEDC had no written policies and they needed to do a better job. Rusty Tomlinson, 5700 Canyon Drive, stated charity should not be criminalized. Kit Rudd, 6850 Grande Drive, stated he understood that Tyler Resource Center was going to be shutdown. There were no further comments.

Mayor Harpole advised that the meeting was adjourned.

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

\_\_\_\_\_  
Paul Harpole, Mayor

# Amarillo City Council Agenda Transmittal Memo



Meeting Date	July 19, 2016	Council Priority	Community Appearance
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Department	Planning Department
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### Agenda Caption

This is the first reading of an ordinance to consider amending the Amarillo Municipal Code, Chapter 4-2, Signs, to provide revisions of sign definitions and temporary sign regulations.

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### Agenda Item Summary

Ordinance 7201 was passed in December 2009 and amended the City's sign ordinance. Within the new sign ordinance were regulations for temporary signs. Portable temporary signs were allowed either by a property owner obtaining a one-time 30 day temporary sign permit or an "annual" temporary sign permit. An annual temporary sign permit allowed a portable sign to be displayed for three 60-day periods but had to be taken down for a period of at least 30-days between each 60-day period.

These amendments are being proposed as a result of numerous complaints from business owners who use temporary signs and who have commented that the current process of permitting and displaying temporary signs is very burdensome and unenforceable. City staff has commented as well on the arduous permitting and/or inspection process for such signs and believe that changes are necessary.

As a result, Planning staff has discussed the issue with numerous business owners, sign companies, and City staff regarding the specific issues with the current process and believe that the proposed amendments solve the current permitting and display problems while still maintaining the original intent of the specific temporary sign regulations and the adopted sign ordinance as a whole.

Proposed amendments include retaining the ability to receive a single 30-day temporary sign permit (\$15 permit fee), the ability to obtain a "limited" temporary sign permit which allows a property owner to pay a one-time \$60 limited temporary sign permit fee and have the ability display a temporary sign for three 90-days periods (a total of 270 days which can run concurrently or be broken up into three different time periods). The property owner would need to obtain a permit for each 90-day period but would not be required to pay any permit fees in addition to the initial \$60 permit fee.

Additionally, a property owner is now allowed to display one temporary sign (16 sq. ft. max sign area and 5 ft. max height) on one's property with no time or permitting requirements. Staff has also included in the amendments a "Feather Flag" definition and have included it as a type of temporary portable sign and subject to the same regulations as other portable temporary signs (with the exception of the allowable max height which is 15 feet).

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# Amarillo City Council Agenda Transmittal Memo



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**Requested Action**

Approval of the proposed amendments.

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**Funding Summary**

N/A

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**Community Engagement Summary**

Public comments on this subject have been solicited and received over the past two years. Staff have solicited comments specifically on the temporary sign permitting and display regulations from small businesses, large retail businesses, and sign companies. Planning staff has also solicited comments from Building Safety staff which are responsible for permitting and enforcing temporary sign permits.

The overwhelming conclusion is changes are necessary and the proposed amendments reflect many the comments and suggestions received. There were some comments from business owners who believed that a property owner should be allowed to use as many signs as they determined to do business but staff believes such a change would negate the overall purpose of the sign ordinance.

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**City Manager Recommendation**

City staff recommends approval of the amendments.

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ORDINANCE NO. 7201

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: AMENDING THE AMARILLO MUNICIPAL CODE, CHAPTER 4-2, TO PROVIDE REVISIONS OF DEFINITIONS; SECTION 4-2-2; TEMPORARY SIGN REGULATIONS; SECTION 4-2-11; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; PROVIDING FOR CONTINUATION OF PRIOR LAW; PROVIDING PENALTY; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.

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WHEREAS, after an extensive public engagement process, the City's sign ordinance regulating various types of business signs was amended in December 2009 by adopting Ordinance 7201 to address business signs and related issues of efficient communication, public safety, and landscape quality and preservation; and,

WHEREAS, the City Council now finds that certain permitting requirements and the enforcement thereof within the existing sign ordinance's temporary sign regulations are onerous for both City staff and business owners; and,

WHEREAS, the City Council finds that additional allowances for the display of certain types and sizes of temporary signs are warranted; and

WHEREAS, the City Council finds the proposed amendments related to temporary sign regulations adequately address the permitting and display of temporary signs while maintaining an appropriate balance between property owner's rights to advertise, sign businesses to do business, and projecting and maintaining a positive image of the city; and

WHEREAS, this ordinance is necessary to promote and protect public health, safety, and welfare;

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

SECTION 1. That the Amarillo Municipal Code of Ordinances, Title IV, Chapter 4-2, Section 4-2-2 be and hereby is amended as follows:

**Sec. 4-2-2 Definitions.**

Except where the context clearly indicates to the contrary, the following words and phrases shall have the indicated meaning when used in this Chapter:

*A-frame sign:* A temporary sign which has two (2) sides, the frame or support structure of which is hinged or connected at the top of the sign in such a manner that the sign is easily moved or erected.

*Abandoned sign:* A sign that no longer identifies an active, lawful business or activity or for which no legal owner can be located.

*Animation:* The presentation of pictorials or graphics in a progression of frames which gives the illusion of motion, including moving objects, moving patterns or expanding or contracting shapes.

*Apartment or mobile home park identification sign:* A permanent on-premises sign for the identification of an apartment building, housing complex, or mobile home park.

*Banner:* A temporary sign composed of lightweight, flexible material on which letters, symbols or pictures are painted or printed.

*Building Identification sign:* A building identification sign identifies the name of the building, but displays no goods or services for sale or other advertising.

*Brightness:* The maximum luminous intensity of a sign, which shall not exceed five thousand (5,000) nits (candelas per square meter) during daylight hours or five hundred (500) nits between

dusk and dawn, as measured from the sign's face.

*Building frontage:* The length of a building wall which faces a street.

*Candelas:* A unit of luminous intensity, defined as the amount of luminous flux (total luminous power emitted from a source and expressed as lumens) per unit solid angle in a given direction.

*Canopy:* A permanent roof-like shelter extending from part or all of a building or independent of a building, including any rigid material or cloth or fabric supported by a structural frame.

*Canopy sign:* A sign that is permanently affixed to a canopy by paint, glue, sewing, or any other type of non-structural type of attachment.

*Construction sign:* An on-premises sign, which may be erected for a limited time as defined under Section 4-2-7, identifying any or all of the property owners, engineers, architects, mortgagees or other participants in the construction or improvement of the premises, but which displays no goods or services for sale or other advertising.

*Development sign:* An on-premises sign, which may be erected for a limited time as defined under Section 4-2-9, identifying and promoting one (1) or more developments, projects or buildings proposed or currently under construction, but which displays no goods or services for sale or other advertising.

*Dilapidated sign:* Any sign where:

- (1) The structural support or frame members are visibly bent, broken, dented, or torn; or
- (2) The sign face is visibly torn, cracked or, in the case of wood and similar products, splintered in such a way as to constitute a potential harmful condition; or
- (3) The sign or its elements are twisted or leaning or at angles other than those at which it was originally erected (such as may result from being blown or the failure of a structural support); or
- (4) The sign or its elements are not in compliance with the requirements of the current electrical code and/or the building code of the City.

*Directional sign:* A sign which contains only information designed to direct pedestrian or vehicular traffic to the location of a facility on the property on which the sign is located. Such signs may include, but are not limited to, arrows, words, or logos. No goods or services for sale may be listed on a directional sign.

*Directory sign:* A directory sign lists tenants in the building and may list the name of the building, but displays no goods or services for sale or other advertising.

*Dissolve/Fade:* A mode of message transition on an electronic sign accomplished by varying the light intensity or pattern, where the first message gradually reduces intensity or appears to dissipate to the point of not being legible and the subsequent message gradually appears or increases intensity to the point of legibility.

*Double-faced sign:* Any two (2) adjacent signs on a single structure or separate structures with both faces oriented in the same direction and not more than ten (10) feet apart at the nearest point between the two (2) faces. May be referred to as a side-by-side or stacked sign.

*Electronic message center (EMC):* An on-premises sign on which the message or copy can be electronically changed by remote or automatic means.

*Electric Sign:* Any sign that uses electrical means or devices either to illuminate the Sign Area,

letters, designs, or decorations thereon.

*Feather Flag:* A temporary sign resembling a feather and designed as a vertical sign made of cloth, canvas, plastic fabric or similar lightweight material and is supported by a single vertical pole mounted into the ground or an a portable base:

*Flag:* A sign made of cloth, bunting or similar material, often attached to a pole, with specific colors, patterns, or symbolic devices, used as a national, state or local symbol, or to indicate membership in an organization. The term "flag" shall also include any such display placed for decorative purposes only, with no commercial logo or advertising message.

*Flashing:* A sign containing an intermittent, sequential, or blinking light source, or which gives the illusion of intermittent or blinking light by means of animation, or an externally-mounted intermittent light source.

*Frame:* A complete, static display screen on the entire face of an electronic sign.

*Frame effect:* A visual effect accomplished by varying the light intensity or pattern on the display surface of an electronic sign to attract the attention of viewers.

*Freestanding sign:* A sign which is attached to or a part of a completely self-supporting structure such as a frame or one (1) or more poles which is not attached to any building or any other structure and which is permanently affixed to the ground.

*Gasoline price sign:* An on-premises sign with changeable copy letters and numbers or an electronic display without movement affixed to a gasoline pump canopy or its supports or a freestanding sign with the intent to display the current price of motor fuels.

*General business sign:* An on-premises sign which identifies a business or which advertises or promotes a commodity or service offered on the premises where such sign is located.

*Glare:* An effect created when an illumination sources shines with sufficient brightness to cause discomfort, distract attention, or lead to the reduction or loss of visibility or visual function of the public.

*Government sign:* A sign indicating public works projects, public services or other programs or activities conducted by any governmental agency.

*Incidental sign:* A sign, generally informational, that has a purpose secondary to the use of the lot on which it is located, such as "no parking", "towing enforced", "entrance", "loading only", "telephone", an address, and other such directives or guidance, or to provide public safety information, but which displays no goods or services for sale or other advertising.

*Institutional identification sign:* A permanent, on-premises sign for the identification of a public or private school, university, church, or hospital or other similar use.

*Logo:* An identifying symbol used for advertising purposes, which may or may not be a registered trademark or service mark of the entity identified.

*Lumens:* The luminous flux emitted per unit solid angle from a uniform point source whose luminous intensity is one (1) candela.

*Menu board:* A sign displaying the menu for drive-up window service.

*Monument sign:* A permanent freestanding sign in which a majority of the structure's width is in contact with the ground.

*Nameplate sign:* An on-premises sign showing only the name and/or address of the occupant.

*Nits:* A photometric unit defined as cd/m<sup>2</sup> (2) (candelas per square meter).

*Non-combustible material:* This definition shall be the same as defined in the Building Code adopted by the City.

*Non-commercial message sign:* A sign conveying a civic, political, or religious, or personal message, or a regulatory message or warning, but which displays no goods or services for sale or other advertising.

*Office identification sign:* An on-premise sign which identifies an office building or any or all the owners, occupants or tenants of an office building and the services related thereto, but which displays no goods or services for sale or other advertising.

*Off-premises sign:* A sign which advertises or directs attention to a business, product, service, or activity which is not usually available on the premises where the sign is located.

*Pennant:* A temporary sign made of lightweight material which tapers to a point, hung individually or in a series, with or without a logo or an advertising message printed or painted on it.

*Plastic Material:* This definition shall be the same as defined in the Building Code adopted by the City.

*Pole sign:* A permanent freestanding sign which is supported by one (1) or more poles in or upon the ground.

*Political sign:* A temporary sign announcing or supporting political candidates or issues in connection with any national, state, or local election.

*Portable sign:* A temporary sign which is designed to permit removal and reuse, and which includes but is not limited to A-frame, Feather Flag, and other such signs, and signs mounted on a trailer, wheeled carrier, vehicle, or other portable structure.

*Projecting sign:* A sign which is attached or affixed to a building, wall or structure other than a pole, and which extends more than fifteen (15) inches from such wall or structure.

*Pylon sign:* A permanent freestanding sign which has at least twenty-five (25) percent of the sign structure width in contact with the ground and in which the sign face is separated from ground level by means of one (1) or more supports such as poles, pole covers or columns.

*Reader board:* An on-premises sign consisting of alphanumeric characters that can be changed periodically through manual means.

*Real estate sign:* A temporary sign pertaining to the sale or lease of the premises, or a portion of the premises, on which the sign is located.

*Roof sign:* A sign that is painted on or erected upon or above the roof of a building.

*Setback:* The distance measured from a property line to the closest point of the sign or its supporting structure.

*Searchlight:* An apparatus on a swivel base that projects a strong, far-reaching beam of light.

*Scroll/Travel:* A mode of message transition on an electronic sign where the message moves vertically or horizontally across the display surface.

*Shopping and/or office center:* A group of four (4) or more retail and office establishments which is planned and developed as a business center with common access and parking.

*Sign:* Any structure, object, device, display or advertising artwork, situated outdoors or in a window, visible from a public or private street or alley, which is used entirely or in part to advertise,

display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including words, letters, figures, designs, logos, fixtures, colors, illumination or projected images.

*Sign area:* The actual message or display area of a sign and shall include the border and trim when calculating regular shapes (square, rectangle, triangle, circle). In the case of an irregular-shaped sign, the gross area shall be calculated by enclosing the message area by using applicable geometric shapes.

*Sign face:* That portion of the sign that is or can be used to identify, display, advertise, or communicate information, or for a visual representation which attracts or intends to attract the attention of the public for any purpose.

*Sign height:* The vertical distance between the highest point of the sign or its supporting structure and the natural grade directly below the sign.

*Sign structure:* Any structure which is designed specifically for the purpose of supporting a sign, has supported or is capable of supporting a sign. This definition shall include any decorative covers, braces, wires, supports, or components attached to or placed around the sign structure. Where any goods or services for sale or other advertisement is displayed on the structure, then said structure shall be counted as part of the sign area.

*Snipe or bandit sign:* A sign which is tacked, nailed, posted, pasted, glued or otherwise attached to trees, stakes, fences, or other like objects, the advertising matter of which is not applicable to the present use of the premises on which the sign is located.

*Spectacular sign:* Any sign that physically rotates, oscillates, contains any moving parts, or contains lights which produce a pulsating strobe-like effect.

*Sponsor panel:* A portion of a sign displaying the name of a product, service or company offering goods or services on-site or having a promotional relationship for events occurring on the premises.

*Streamers:* A temporary display made of lightweight, flexible materials, consisting of long, narrow, wavy strips hung individually or in a series, with or without a logo or advertising message printed or painted on them.

*Street frontage:* The length of the property line of a lot or tract immediately adjacent to a public or private street, measured in feet.

*Structural trim:* The mountings, battens, cappings, palings, nailing strips, latticing, cutouts, or letters, platforms, and walkways, which are attached to the Sign structure.

*Subdivision identification sign:* An identification sign at the main entrance or entrances to a residential subdivision or planned development project.

*Temporary sign:* A sign not permanently affixed to the ground or to a building or other structure.

*Transition:* A visual effect used on an electronic sign to change from one (1) message to another.

*Vehicular sign:* Any sign on a vehicle moving along the ground or on any vehicle parked temporarily, incidental to its principal use for transportation. This definition shall not include signs being transported to a site for permanent erection.

*Video display:* An electronic sign that displays motion or pictorial imagery, including a display from a "live" source. Video display signs include images or messages with these characteristics projected onto buildings or other objects.

*Visibility clearance areas:* Visibility clearance areas are triangular-shaped areas as defined in Chapter 16, Article III, of the Amarillo Municipal Code.

*V-type sign:* Sign structure composed of two (2) signs with the faces oriented in opposite directions and in the general shape of the letter "V," provided, however, that only one (1) face can be viewed from any one (1) direction from any public street, and with a maximum angle between the faces of sixty (60) degrees.

*Wall decoration:* A mural or display designed and intended as a decorative or ornamental feature which is painted or placed directly onto a wall or fence and which contains no copy, advertising symbols, lettering, trademarks or other references to products, services, goods or anything sold on- or off-premises.

*Wall sign:* A permanent sign which is painted on or attached directly to a fence or a building surface, including window areas (translucent areas which are visible from a street or alley), that extends not more than fifteen (15) inches from the face of the fence or wall.

*Window sign:* A temporary sign placed on, affixed to, painted on or located within the frame of a transparent opening in the wall of a building.

SECTION 2. That the Amarillo Municipal Code of Ordinances, Title IV, Chapter 4-2, Section 4-2-11 be and hereby is amended as follows:

**Sec. 4-2-11 Temporary signs.**

A. Applicability of section. The following regulations shall be applicable to all Temporary signs, as defined herein, except as follows:

- 1) Political signs erected in accordance with Section 4-2-7.
- 2) Non-illuminated Real Estate signs, as specified in Section 4-2-7.

B. Categories of temporary sign permits. Temporary sign permits shall be divided into the following categories:

- 1) Annually renewable ~~temporary banner~~ sign permits
- 2) Limited Temporary Sign permits
- 3) 30-day Temporary Sign permits ~~Banner permits~~

C. Permits required. It shall be unlawful for any person to place or locate any Temporary sign on any property within the City, or allow the placement or location of any Temporary sign on premises within the City owned or controlled by such person, unless a permit for such Temporary sign has first been obtained from the City Building Official in accordance with all regulations, including the following:

- 1) A temporary sign permit is required for the placement of a Temporary sign on a lot or tract within the City subject to the following:
  - a. Banners that are permitted on an annual basis shall be allowed to be displayed for one year. Banners must be affixed, mounted, and/or secured to a building. Banners may not be affixed to any other permanent or temporary structure, motor vehicle or fixture. Temporary signs that are permitted on an annual basis shall be allowed to be displayed for 60

~~consecutive days, starting from the date of permit issuance, provided only 1 sign shall be permitted during the 60 day period. After the expiration date of the permit, the sign shall be immediately removed. There must be at least 30 days between the display of any sign.~~

- b. Use of a Limited Temporary Sign shall be limited to no more than two hundred and seventy (270) days aggregate within a 12-month period. In no event shall a permit authorizing display for more than ninety (90) consecutive days be issued. A separate permit shall be required for each 90-day period of use. ~~Limited temporary signs may be permitted for a period not to exceed 60 consecutive days. After the expiration date of the permit the sign shall be immediately removed.~~
  - c. 30-day Temporary sign permits may be permitted for a period not to exceed thirty (30) consecutive days. After the expiration of the permit, the sign shall be immediately removed. Banners that are permitted on an annual basis shall be allowed to be displayed for one year. Banners must be affixed, mounted, and/or secured to a building. Banners may not be affixed to any other permanent or temporary structure, motor vehicle or fixture.
  - d. Temporary signs may remain in place only so long as the signs and sign structures, and parts thereof, are maintained in a proper, safe, and hazard-free operating condition not to exceed the time limits specified above. The owner or the owner's designated agent shall be responsible for the maintenance of the signs and sign structures.
- 2) In the case of a special promotion for a grand opening celebration, one (1) additional temporary sign shall be allowed provided the promotion commences within the first three (3) months of the date of issuance of a certificate of occupancy and the grand opening is limited to the address noted on the certificate of occupancy.
  - 3) A Temporary sign may be one (1) of the following: a portable sign; or a banner; or any legal on-premises sign allowed by this Chapter.
  - 4) A legal business shall include apartment complexes and any commercial, industrial, or institutional use for which the building official has issued a certificate of occupancy.
  - 5) ~~A temporary sign permit is~~ Banners that are permitted on an annual basis ~~are required to be renewed annually, on or before the anniversary date of the permit issuance., except as provided in 4-2-11 B. (1) b. above.~~

- 6) A Temporary sign remaining on display for a period of time in excess of that stated in the permit shall be considered in violation of this Chapter and shall be subject to Chapter 4-2, Section 4-2-15.
- 7) One temporary sign not exceeding sixteen (16) square feet in sign area or five (5) feet in height shall be allowed per non-residentially zoned properties and shall not require a permit.

D. Temporary sign standards. In addition to all other applicable regulations, temporary signs must conform to the following restrictions:

- 1) A temporary sign may be used for on-premise advertising only.
- 2) The use of an Electronic Message Center as a temporary sign shall be prohibited.
- 3) ~~Temporary~~ Banner signs shall be allowed a maximum area of sixty (60) square feet.
- 4) Only one (1) permitted Temporary sign shall be allowed per business, not to exceed two (2) signs per development. For developments with more than three hundred (300) linear feet of street frontage, (one) 1 sign shall be allowed per business not to exceed four (4) Temporary signs.
- 5) No Temporary signs shall be located within seventy-five (75) feet of another Temporary sign.
- 6) A Temporary sign shall be contained on the property of the legal business and shall not extend into the city right-of-way or be located in any visibility clearance area. In no event shall such sign be erected or placed less than (ten) 10 feet from the back of the curb.
- 7) Banners must be attached to the face of the building used by the business or organization to which the banner relates.
- 8) Portable signs may not exceed ~~35~~ forty (40) square feet in area and may not exceed seven (7) feet in height with the exception of Feather Flags which may not exceed fifteen (15) feet in height.
- 9) Portable signs shall be ~~secured~~ securely installed with a minimum of four (4) separate points by metal pins and/or sandbags where necessary, or by other approved means. Such metal pins must penetrate the ground by a distance of not less than ten (10) inches.
- 10) Portable signs shall not be illuminated by any electrical source.

SECTION 3. 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 4. 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 5. Continuation. That nothing in this ordinance or any code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed by this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION 6. Penalty. A violation of this ordinance is an offense punishable in accordance with Section 1-1-5 of this code of ordinances.

SECTION 7. 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 May, 2016; and PASSED on Second and Final Reading the \_\_\_\_\_ day of May, 2016.

\_\_\_\_\_  
Paul Harpole, Mayor

**ATTEST:**

\_\_\_\_\_  
Frances Hibbs, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William M. McKamie, City Attorney

# Amarillo City Council

## Agenda Transmittal Memo



3

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Community Appearance
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<b>Department</b>	Planning Department
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### Agenda Caption

Address: 3620 S WESTERN ST

This is an rezoning of Lots 11 & 12, Ridgecrest Addition, 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 Residential District 1 to planned development district for professional & general office uses

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### Agenda Item Summary

Whenever non-residential activities are adjacent to residential development, careful consideration must be given to what impacts may result. Staff believes that by utilizing planned development zoning as a tool, appropriate measures can be taken that will minimize any adverse effects to the surrounding residential neighborhood adjacent to this site.

As mentioned above, the proposed site is currently being used as a parking lot. Staff is of the opinion that the proposed office uses will not create any additional traffic impacts to the surrounding area. Additionally, measures indicated on the submitted site plan consist of screening along the west and north property lines, strict control of signage, control of hours of operation, and increased landscaping. The existing alley acts as a buffer between the proposed office uses and the existing residents on the north and west and SW 37th Avenue separates the two land uses on the south. It is also worth noting that the building has been designed to reflect a more "residential" look compared to a typical office building.

Analyzing the request, staff believes that the proposed development standards, landscaping and screening will help to mitigate any potential negative impacts.

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### Requested Action

The applicant is requesting planned development zoning in order to develop the above mentioned site with professional and general offices. Below are the proposed development standards for the site compared to Office District Zoning development standards.

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# Amarillo City Council Agenda Transmittal Memo



	<b>Office District</b>	<b>Proposed</b>
<b>Land Use:</b>	Offices	Professional Offices
<b>Maximum lot Coverage:</b>	65 percent	22 percent
<b>Minimum Building Setbacks:</b>	Front 15ft Rear 0ft Interior Side 10ft Side on Street 10ft	Front 15ft Rear 10ft Interior Side 10ft Side on Street 20ft
<b>Parking:</b>	Not listed	16 employees.
<b>Signage:</b>	One Freestanding sign shall be allowed per street frontage. Wall signs may not exceed the total of 2 square feet per linear foot of the building frontage.	No portable signs allowed. No pole signs will be allowed. Maximum total site signage shall not exceed 200 square feet in area per platted lot ( total 400sqft) One monument sign not to exceed 6'
<b>Lighting:</b>	No lighted sign shall be erected within 150 feet of a residential development unless the sign is orientated in such a manner as to not be directly viewable from the residential use.	No lighted sign shall be erected within 150 feet of a residential development unless the sign is orientated in such a manner as to not be directly viewable from the residential use.
<b>Screening:</b>	6ft solid wood fence	Existing 6ft solid wood fence

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### Funding Summary

N/A

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### Community Engagement Summary

The item was distributed to all applicable internal and external entities. Notices have been sent out to property owners within 200 feet regarding this proposed rezoning. At the time of this writing, the Planning Department has not received any comments regarding this request

The item was recommended for approval by 5:0 vote of the Planning and Zoning Commission at its July 12, 2016 Public Meeting.

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### City Manager Recommendation

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

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ORDINANCE NO. 7608

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 WESTERN STREET & THIRTY SEVENTH AVENUE, RANDALL COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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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 11 & 12, Ridgecrest Addition, 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 Residential District 1 to Planned Development District 384 for professional & general office uses.

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 July, 2016 and PASSED on Second and Final Reading on this the \_\_\_\_\_ day of July, 2016.

\_\_\_\_\_  
Paul Harpole, Mayor

ATTEST:

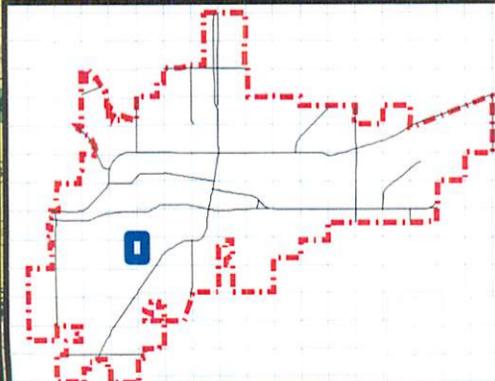
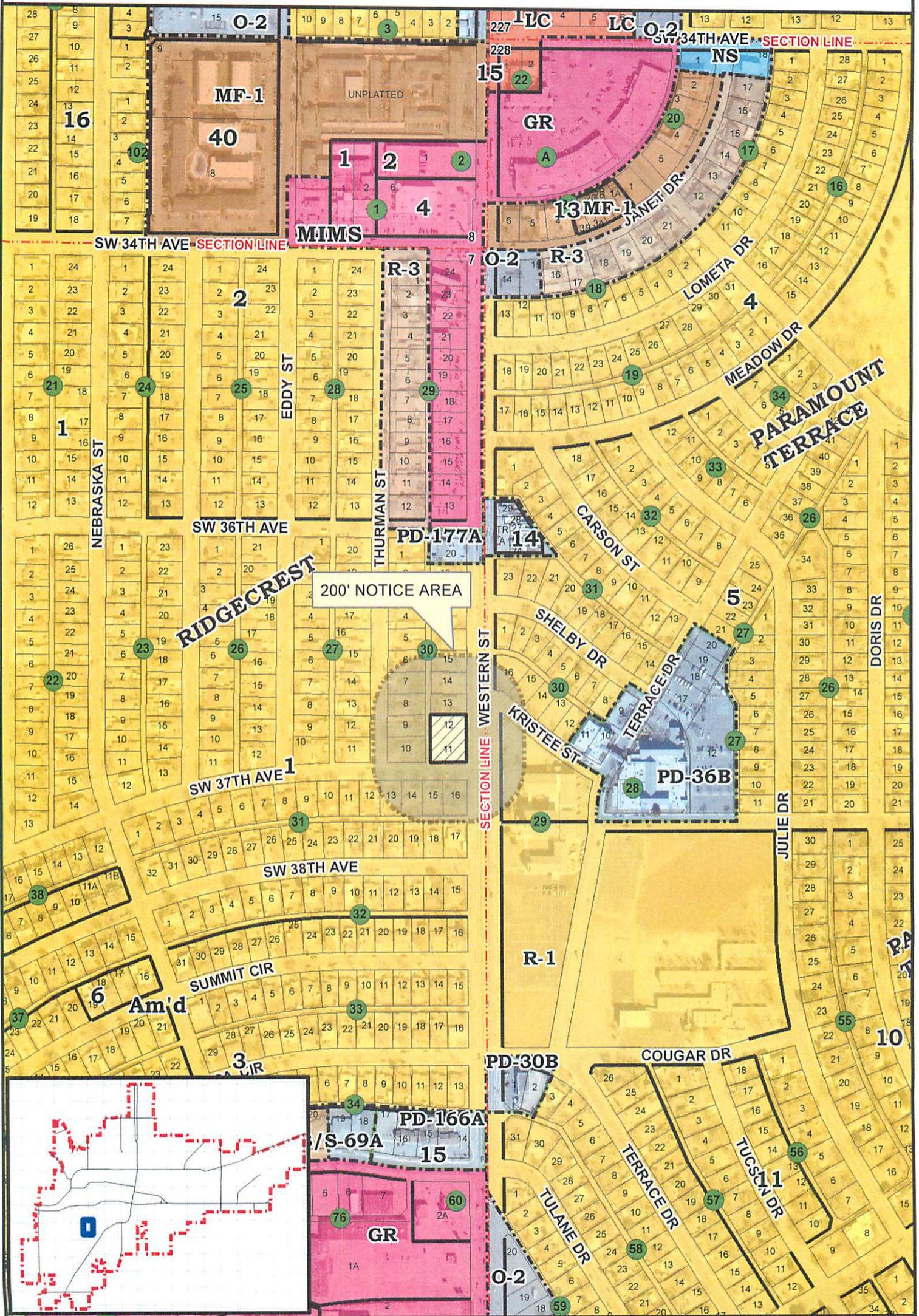
\_\_\_\_\_  
Frances Hibbs, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
William M. McKamie, City Attorney



# REZONING FROM R-1 TO PD



## CITY OF AMARILLO PLANNING DEPARTMENT

Scale: 1" = 400'  
Date: 6-17-16  
Case No: Z-16-23



Z-16-23 Rezoning of Lots 11 & 12, Ridgecrest Addition, 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 Residential District 1 to planned development district for professional & general office uses.

Applicant: Paramount Baptist Church

Surveyor: Western St & SW 37th Ave

AP: K-14

# Amarillo City Council

## Agenda Transmittal Memo



4

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Community Appearance & Address Disadvantaged Areas of the Community
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<b>Department</b>	Building Safety
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### Agenda Caption

**RESOLUTION – CALLING A PUBLIC HEARING TO DETERMINE WHETHER CERTAIN CONDITIONS DESCRIBED HEREIN CONSTITUTE PUBLIC A NUISANCE AT THE LOCATION(S) STATED:**

This resolution sets the date and time for a public hearing on August 9, 2016, at 5:00 p.m. to determine if the property at 601 W Amarillo Boulevard constitutes a public nuisance and thereby declared as dangerous structures and unlawful accumulations and order the removal of such. A copy of this resolution will be mailed to all interested parties providing ten (10) days notice of public hearing.

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### Agenda Item Summary

This item sets the date for a public hearing to determine if the property at 601 W Amarillo Boulevard which consists of four buildings (three residential-motel type use and one assembly ball room, office, restaurant use), a pool, a sign, a pergola and solid waste accumulation constitutes a public nuisance and thereby declared as dangerous structures and an unlawful accumulation and order the removal of such.

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### Requested Action

Adopt the resolution to establish the date for a public hearing.

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### Funding Summary

The property owner is responsible to pay all costs associated with the Unlawful Accumulations process and to abate any nuisances. The property owner will be billed for costs incurred.

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### Community Engagement Summary

- Building Safety received a citizen's complaint.
- A Building Safety Inspector identified the dilapidated structures and unlawful. Initiated the Dangerous Structure process.
- The Amarillo Police Department has been called out to this location 27 times since 2011 (5 years).
- Safety and aesthetics of the community as identified through public meetings in the development of Amarillo's Comprehensive Plan.

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### Staff Recommendation

It is the staff's recommendation to adopt the resolution setting the date for a public hearing.

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RESOLUTION NO. \_\_\_\_\_

A RESOLUTION CALLING A PUBLIC HEARING TO DETERMINE WHETHER CERTAIN CONDITIONS DESCRIBED HEREIN CONSTITUTE A PUBLIC NUISANCE AT THE LOCATION(S) STATED; PROVIDING FOR NOTICE.

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WHEREAS, the Building Official has determined that the conditions described below are unsafe and dangerous and must be abated by demolition and/or removal from the premises; and,

WHEREAS, the Building Official has given notice of the nuisance to the Interested Persons of each of the properties as required by the ordinances of the City; and,

WHEREAS, the Interested Persons whose name appear below in connection with the description of the various improvements and/or conditions have failed, neglected or refused to comply with such notice by the Building Official;

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

SECTION 1. This Council shall conduct a public hearing on the 9th day of August, 2016 at 5:00 o'clock p.m. in its Council Chambers in the Municipal Building in the City of Amarillo, Potter County, Texas, for the purpose of determining whether the conditions described below are a dangerous structure and/or a public nuisance, and the Interested Persons whose name appear below are hereby summoned to appear before this Council at such time and place and testify as to the issue to be decided.

Street Address, Legal Description, Interested Persons & Address and Nature of Nuisance

ADDRESS: 601 W Amarillo Blvd

LEGAL: Entire block 211 plus vacated alley plus 6 thru 11 block 150 plus vacated street, Glidden & Sanborn Addition to the City of Amarillo, Potter County, TX;

INTERESTED PERSONS: R & K Swan Trust, 128 S Grand Ave, Pasadena CA 91105-1639

NATURE OF NUISANCE: This property consists of four buildings (three residential-motel type use and one assembly ball room, office, restaurant use), a pool, a sign, a pergola and solid waste accumulations. There have been three fires at this location. There are broken windows, doors, and dilapidated stairs on the structures. Little effort has been made to remove or abate these hazards. These structures and solid waste accumulations are considered to be fire, health and safety hazards and a nuisance to the community.

SECTION 2. A copy of this resolution shall be mailed to the Interested Persons of the premises described below at least ten (10) days prior to the date herein set for the public hearing, and notice of said hearing shall be published one (1) time in a newspaper of general circulation in the City of Amarillo, Texas.

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

**AM**  
OF AMARILLO

601 W.

05 17 2016







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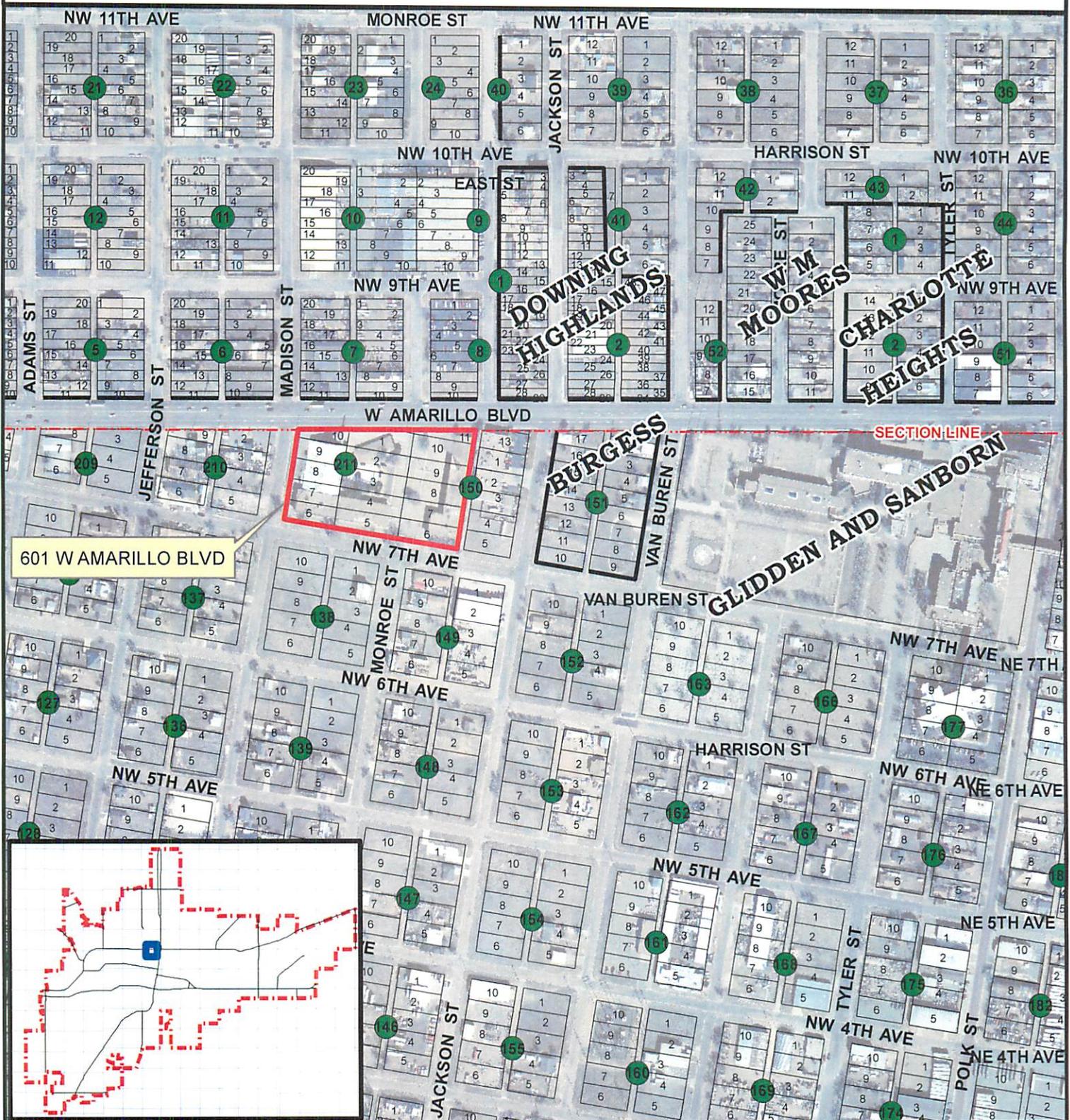
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05 17 2016

# DANGEROUS STRUCTURE AT 601 W AMARILLO BLVD



**CITY OF AMARILLO  
BUILDING SAFETY DEPARTMENT**

601 W Amarillo Blvd - All Lots of Block 211 plus vacated alley and Lots 6-11 of Block 150 plus vacated portion of N Monroe St, Glidden & Sanborn Addition Unit No. 1, Section 169, Block 2, AB&M Survey, Potter County, Texas.

Scale: 1" = 400'  
Date: 5-18-16  
Vicinity: W Amarillo Blvd & N Madison St



Parcel # 031-0500-9960

AP: N-11

# Amarillo City Council Agenda Transmittal Memo



5

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Address Disadvantaged Areas; Develop youth athletic programs; Long-term plan for infrastructure; Community Appearance
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<b>Department</b>	Community Development
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**Agenda Caption**

Resolution: This is a resolution to the Amarillo City Council to adopt the 2016-2017 Community Development Block Grant Annual Action Plan.

**Agenda Item Summary**

Amarillo City Council to review and adopt the 2016-2017 Community Development Block Grant Annual Action Plan which addresses funding to low-to moderate income individuals and communities in accordance with HUD regulations and utilizing citizen input to allocate resources.

**Requested Action**

To adopt the 2016-2017 Community Development Block Grant Annual Action Plan

**Funding Summary**

N/A

**Community Engagement Summary**

The Community Development department has conducted three public meetings as well as made the proposed plans available on our City website and in our office for public comment for 30 days prior to adoption by City Council.

**City Manager Recommendation**

It is the staff's recommendation that the Amarillo City Council adopt the 2016-2017 Community Development Block Grant Annual Action Plan.

## 2016-2017 Annual Action Plan

The Annual Action Plan is a document required by the Department of Housing and Urban Development (HUD) to be completed each year by entitlement communities that receive Community Development Block Grant (CDBG) or Home Investment Partnership Program (HOME) funds. The Annual Action Plan outlines the projects and activities that the City of Amarillo plans to undertake using the CDBG and HOME funds in the coming fiscal year. It also proposes accomplishments for how many individuals or households will benefit from the activities. Projects are ranging from various public services, housing activities, neighborhood improvements, and program administration. All activities in the Annual Action Plan benefit low to moderate income individuals, households, or neighborhoods. The projects allocated funding in the Annual Action Plan are recommended through a public citizen participation process for input on priorities.

**A RESOLUTION CONDUCTING A PUBLIC HEARING AND APPROVING THE 2016-2017 ANNUAL ACTION PLAN AND AUTHORIZING THE CITY MANAGER AS CHIEF ADMINISTRATIVE OFFICER TO EXECUTE AND FILE SAID PLAN WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; PROVIDING AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE.**

WHEREAS, the Community Development Advisory Committee conducted publicized neighborhood and community meetings on May 26 and 31 and conducted a public hearing on June 9, 2016, to receive citizen input with respect to the 2016-2017 Community Development Block Grant and HOME Investment Partnership Programs; and

WHEREAS, 2016-2017 Annual Action Plan was available beginning on June 17 for public comment continuously since that date until the public hearing before the City Council on July 19, 2016.

WHEREAS, the 2016-2017 Annual Action Plan has been made available in the Community Development office and published in the newspaper on June 15, 2016 for public review and comment for a thirty (30) day period; and

WHEREAS, the City Council has reviewed the 2016-2017 Annual Action Plan as recommended by the Community Development Advisory Committee of the City of Amarillo and finds it to be consistent with the 2015-2019 Consolidated Plan for Housing and Community Development; and

WHEREAS, the City Council conducted a public hearing on this date to consider the views and opinions of the citizens, especially those most affected by the program and

WHEREAS, the City Commission is of the opinion that the 2016-2017 Annual Action Plan should be adopted as attached hereto; therefore

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

SECTION 1. That the 2016-2017 Annual Action Plan is hereby approved and authorized for implementation by the Department of Community Development of the City of Amarillo on and after October 1, 2016.

SECTION 2. That the City Manager be and is hereby authorized to execute and file the 2016-2017 Annual Action Plan with the United States Department of Housing and Urban Development under the Housing and Community Development Act of 1974, and the National Affordable Housing Act of 1990, as amended, including all understandings and assurances contained therein and the City Manager is hereby directed and designated as the City of Amarillo's chief administrative officer to act as the authorized representative of the City in connection with said Plan, to execute all necessary documents, funding agreements and to provide such additional information as may be required to effectuate said grants.

Section 3. All resolutions or parts thereof that conflict with this resolution are hereby repealed, to the extent of such conflict.

Section 4. In the event this resolution or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the resolution, and such remaining portions shall continue to be in full force and effect.

Section 5. This resolution shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Paul Harpole, Mayor

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

**SUMMARY WORKSHEET FOR 2016-2017 ANNUAL ACTION PLAN**

Description of Project Requested	2013-2014 Funding	2014-2015 Funded	2015-2016 REQ TOTAL	2016-2017 REQ TOTAL	Recommendations	
					Staff	CDAC
<b>PARK IMPROVEMENTS</b>	<b>\$326,435</b>	<b>\$175,000</b>	<b>\$168,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>
Eastridge Park	\$326,435	\$0	\$0	\$0		
Glenwood Park Splash Pad	\$0	\$175,000	\$0	\$0		
Mesa Verde Park Improvements			\$168,000			
Gene Howe Park				\$300,000	\$300,000	\$300,000
<b>BUILDING SAFETY</b>	<b>\$151,447</b>	<b>\$154,269</b>	<b>\$147,482</b>	<b>\$217,482</b>	<b>\$217,482</b>	<b>\$217,482</b>
Community Improvement Inspector	\$61,447	\$64,269	\$67,482	\$67,482	\$67,482	\$67,482
Demolition & Clearance	\$90,000	\$90,000	\$80,000	\$150,000	\$150,000	\$150,000
<b>PUBLIC SERVICES</b>	<b>\$230,671</b>	<b>\$225,232</b>	<b>\$207,305</b>	<b>\$353,450</b>	<b>\$218,947</b>	<b>\$218,947</b>
Amarillo Multiservice Center -- Jan Werner Adult Day Care	\$21,000	\$21,046	\$18,000	\$18,000	\$16,000	\$16,000
Catholic Family Service -- InterFaith Hunger Project	\$22,750	\$21,027	\$25,000	\$30,000	\$26,000	\$26,000
Catholic Charities of the Texas Panhandle - Safe Place Program	\$0	\$0	\$0	\$0	\$0	\$0
CD Homeless Management Information System				\$30,000	\$28,500	\$28,500
Transportation for the Homeless	\$10,500	\$9,000	\$6,635	\$9,000	\$4,500	\$4,500
Family Support Services - Homeless Counseling	\$3,671	\$0	\$0	\$0	\$0	\$0
Family Support Services-Strengthening Families				\$10,950	\$0	\$5,000
Guyon Saunders -- Day Room	\$40,000	\$41,664	\$42,670	\$47,500	\$21,947	\$10,997
Maverick Boys & Girls Club -- After School Services	\$0	\$0	\$0	\$25,000	\$10,000	\$15,950
Maverick Boys & Girls Club -- Summer Program	\$0	\$20,653	\$0	\$0	\$0	\$0
PRPC -- Child Care Title 4-A Local Initiative	\$100,000	\$77,000	\$76,000	\$80,000	\$76,000	\$80,000
PRPC Area Agency on Aging -- Food NET	\$21,750	\$23,842	\$25,000	\$25,000	\$22,000	\$22,000
Speiro Legacies- Career Cultivation				\$63,000	\$0	\$0
Wesley Community Center -- After School / Summer Camp	\$0	\$0	\$0	\$0	\$0	\$0
Wesley Community Center -- Wrestling Club	\$11,000	\$11,000	\$14,000	\$15,000	\$14,000	\$10,000
<b>2016-2017 Public Service 15% Cap</b>	<b>\$218,947</b>					
<b>NEIGHBORHOOD IMPROVEMENTS</b>	<b>\$0</b>	<b>\$131,087</b>	<b>\$190,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>
Catholic Charities of the Texas Panhandle - Window Replacement	\$0	\$56,087	\$0	\$0	\$0	\$0
Maverick Boys & Girls Club - Window Replacement	\$0	\$75,000	\$0	\$0		
Sinclair Housing Development - Utility Infrastructure	\$0	\$0	\$0	\$0		
Downtown Women's Center-- Building Purchase	\$0	\$0	\$0	\$0		
Guyon Sauders Resource Center- Roof Replacement	\$0	\$0	\$0	\$0		
YMCA -- North Branch Renovation	\$0	\$0	\$0	\$0		
Hilltop Senior Citizens Center			\$65,000	\$0		
Plemons-Eakle Pocket Park			\$0	\$0		
Amarillo Activity Youth Center			\$0	\$0		
Wesley Community Center			\$125,000	\$0		
Salvation Army Warming Up Project				\$20,000	\$20,000	\$20,000
<b>OWNER OCCUPIED HOUSING IMPROVEMENTS</b>	<b>\$521,696</b>	<b>\$540,090</b>	<b>\$422,680</b>	<b>\$447,680</b>	<b>\$476,280</b>	<b>\$476,290</b>
Emergency Repair Grants	\$321,259	\$339,653	\$247,243	\$247,243	\$247,243	\$247,243
Housing Rehabilitation Assistance -- Minor	\$50,000	\$50,000	\$50,000	\$50,000	\$78,610	\$78,610
Rehabilitation Support Administration	\$150,437	\$150,437	\$125,437	\$150,437	\$150,437	\$150,437
<b>PLANNING AND MANAGEMENT</b>	<b>\$307,562</b>	<b>\$300,308</b>	<b>\$285,587</b>	<b>\$285,587</b>	<b>\$291,929</b>	<b>\$291,929</b>
Program Management	\$307,562	\$300,308	\$285,587	\$285,587	\$291,929	\$291,929
<b>2016-2017 Admin-Planning Cap 20%</b>	<b>\$291,929</b>					
<b>TOTAL 2016-2017 CDBG REQUESTS</b>			<b>\$1,421,054</b>	<b>\$1,669,199</b>	<b>\$1,524,648</b>	<b>\$1,524,648</b>
<b>CDBG ENTITLEMENT ALLOCATION</b>	<b>\$1,537,811</b>	<b>\$1,501,544</b>	<b>\$1,427,939</b>	<b>\$1,459,648</b>		<b>\$1,524,648</b>
<b>CDBG REALLOCATION FUNDS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>		
<b>HOME INVESTMENT PARTNERSHIP PROGRAM</b>	<b>\$53,900</b>	<b>\$54,734</b>	<b>\$49,945</b>	<b>\$49,945</b>	<b>\$51,273</b>	<b>\$51,273</b>
HOME Administration	\$53,900	\$54,734	\$49,945	\$49,945	\$51,273	\$51,273
<b>2016-2017 Administrative Cap 10%</b>	<b>\$51,273</b>					
HOMEbuyer Assistance	\$248,153	\$345,245	\$284,537	\$284,717	\$323,321	\$323,321
Housing Rehabilitation Assistance	\$48,153	\$0	\$0	\$0	\$0	\$0
Rental Rehabilitation	\$100,000	\$143,806	\$50,000	\$50,000	\$50,000	\$50,000
New Construction	\$100,000	\$201,439	\$129,509	\$129,509	\$124,816	\$124,816
<b>COMMUNITY HOUSING DEVELOPMENT ORGANIZATION</b>					<b>\$138,136</b>	<b>\$138,136</b>
<b>CHDO Projects</b>	<b>\$210,000</b>	<b>\$120,000</b>	<b>\$140,000</b>	<b>\$150,000</b>	<b>\$112,500</b>	<b>\$112,500</b>
Amarillo Habitat -- Glenwood Addition	\$104,422	\$120,000	\$140,000	\$150,000	\$112,500	\$112,500
Amarillo Habitat -- Park Hills Addition	\$0	\$0	\$0	\$0	\$0	\$0
Catholic Family Service -- Multi-Family	\$105,578	\$0	\$0	\$0	\$0	\$0
<b>2016-2017 CHDO Allocation 15% (Minimum)</b>	<b>\$76,909</b>					
<b>CHDO Operating Assistance</b>	<b>\$26,950</b>	<b>\$27,367</b>	<b>\$24,972</b>	<b>\$30,000</b>	<b>\$25,636</b>	<b>\$25,636</b>
Amarillo Habitat -- Glenwood Addition	\$13,475	\$27,367	\$24,972	\$30,000	\$25,636	\$25,636
Catholic Family Service -- Multi-Family	\$13,475	\$0	\$0	\$0	\$0	\$0
<b>2016-2017 CHDO Operating Cap 5%</b>	<b>\$25,636</b>					
<b>TOTAL 2016-2017 HOME REQUESTS</b>			<b>\$499,454</b>	<b>\$514,662</b>	<b>\$512,730</b>	<b>\$512,730</b>
<b>HOME Entitlement Allocation</b>	<b>\$1,078,006</b>	<b>\$554,979</b>	<b>\$499,454</b>	<b>\$512,730</b>	<b>\$512,730</b>	<b>\$512,730</b>

**2016-2017 ANNUAL ACTION PLAN**

Description of Project Requested	2016-2017 Funding Requests		Recommendations		Comments
	Project	Totals	Staff	CDAC	
<b>PARK IMPROVEMENTS</b>		<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	Provides recreational activities to North Amarillo neighborhoods.
<b>Gene Howe Park Improvements</b> NE 15th Street and Martin Road This request is for construction of a new play area and new play equipment. Other improvements to the park will include grass, trees, irrigation, splash pad, furnishings, restroom building, shade structures and other associated site improvements.	\$300,000		\$300,000	\$300,000	
<b>BUILDING SAFETY</b>		<b>\$217,482</b>	<b>\$217,482</b>	<b>\$217,482</b>	
<b>Community Improvement Inspector</b> CDBG Target Area Salary and operating cost of one Community Improvement Inspector to work neighborhood services in the target area. This increased enforcement effort will help eliminate blighting influences such as substandard structures, junk vehicles, and junk & debris. Projected number of inspections in FY16/17 is 9860.	\$67,482		\$67,482	\$67,482	The Community Improvement Inspector concentrates their inspections in the target area only. The prevention or elimination of slum and blight is a national objective of the CDBG program and has been designated as a high priority by our community.
<b>Demolition &amp; Clearance</b> CDBG Target Area Removal of 30 substandard, vacant structures condemned by the City Council as a public hazard. Work also includes removal of large accumulations of junk & debris from vacant lots. Liens are filed on the property to recover costs. No costs are assessed against low/mod income owners living in Amarillo upon application for assistance.	\$150,000		\$150,000	\$150,000	The City of Amarillo has adopted a more streamlined process to condemn properties. The Building Safety Department will demolish structures including both residential and larger commercial buildings.
<b>PUBLIC SERVICES</b>					
<b>Amarillo Homeless Management Information System (HMIS)</b> Community Development Project will provide operating costs for the Homeless Management Information System (HMIS), a software that allows tracking of services provided to homeless persons in the community. The system is utilized by 28 area agencies and over 75 individual users. Implementation of HMIS is a HUD requirement to continue receiving over \$1,000,000 in state and federal grants.	\$30,000		\$28,500	<b>\$28,500</b>	HMIS is a requirement of HUD to track and manage services provided to homeless individuals and families and leverages in excess of \$1 million in state funding for our community annually.
<b>Amarillo Multiservice Center -- Jan Werner Adult Day Care</b> 3108 S Fillmore St Provide day health services to elderly and to disabled young adults at a reduced cost. Program provides transportation services, meals, nursing care, exercise, and therapy in a supervised and protective environment. Unit cost of service is \$16.05 for 1 unit of service. CDBG funds assist those not eligible under DSHS guidelines. Approximately 22 persons will benefit.	\$18,000		\$16,000	\$16,000	Jan Werner is the only agency requesting funding that provides Adult day health care for the aged and disabled persons including Alzheimer's clients.
<b>Catholic Charities -- InterFaith Hunger Project</b> Provides food at no cost to all clients while helping them to remain independent by being able to choose the foods they receive. Approximately 575 unduplicated elderly and disabled clients will benefit from the service.	\$30,000		\$26,000	\$26,000	Providing nutritious meals to the elderly and disabled is a high priority for our community. The client is able to choose items they will use.
<b>Transportation for the Homeless</b> Community Development City Wide Provide bus tickets to 8 agencies of the Coalition for the Homeless to assist homeless persons with transportation. Funds will purchase 12,000 one way bus tickets monthly which will benefit approximately 600 unduplicated persons. Tickets are used for trips to apply for benefits, conduct job search, attend work, access social services, and access health care.	\$9,000		\$4,500	\$4,500	Transportation for homeless persons is an impediment to finding employment, getting to Dr.'s appointments, etc. There are no other resources to purchase bus tickets.

**2015-2016 ANNUAL ACTION PLAN**

Description of Project Requested	2016-2017 Funding Requests		Recommendations		Comments
	Project	Totals	Staff	CDAC	
<b>Guyon Saunders Day Room -- Day Room</b> City Wide Provides salary and fringe costs for the Homeless Dayroom Manager. The Dayroom provides services for those experiencing homelessness or at-risk of becoming homeless that address basic needs 365 days a year. The room also provides advocacy to those utilizing the room to services in the community that promote self-sufficiency as well as health and human service needs. Approximately 1790 unduplicated persons will benefit from accessing the dayroom.	\$47,500		\$21,947	\$10,997	Provides one stop services for homeless clients and is open 365 days a year. The agency should consider seeking additional funding to support this position.
<b>PRPC -- Child Care Title 4-A Local Initiative</b> City Wide Continue the collaboration between the CDBG program and the Texas Workforce Commission to increase the child care funds available to lower income working families in Amarillo. By providing \$80,000 for the local match, \$152,300 in federal and other funds will be matched for parent choice child care. Approximately 160 families will benefit. Parent fees are based on income and will be 9% or 11% of their gross monthly income. Families on TANF have no parent fees.	\$80,000		\$76,000	\$80,000	The CDBG match of \$76,000 is expected to generate a 2:1 match in federal and other funds for child care assistance. These funds allow parents to work or attend school. This assistance helps provide the opportunity for families to become self-sufficient and move out of poverty.
<b>PRPC -- Food NET</b> City Wide Provide noon meal to homebound elderly and disabled adults at a cost of \$6.69/meal. Approx. 65 unduplicated persons will benefit from project. Fees are not charged to the participants.	\$25,000		\$22,000	\$22,000	Providing nutrition for the elderly is a high priority. This program delivers homebound meals to individual who otherwise would not have access to healthy meals.
<b>Family Support Services - Strengthening Families Program</b> 1001 S Polk Project will fund program supplies for the Strengthening Families Program to include implementation of 14 parent, child, and family skills training sessions using manuals and meeting once or twice per week; supplies for reunions or booster sessions of approximately 2 hours every month; and family meals, incentives for participation and program completion such as rewards for homework and gas cards for transportation to reduce barriers to attendance. Program will be implemented at Travis Middle School, Robert E. Lee Elementary, Forest Hill Elementary, Horace Mann Middle School, and Downtown Women's Center Transitional Housing.	\$10,950		\$0	\$0	Insufficient funds for this project at this time, alternative funding should be sought by this agency.
<b>Wesley Community Center -- Wrestling Club</b> 1615 S. Roberts Project provides 1 wrestling coach's salary to teach low-mod income youth wrestling skills and life skills. Approximately 150 unduplicated children will benefit from this youth activity.	\$15,000		\$14,000	\$10,000	The program not only teaches wrestling techniques, but instills life skills that are important in the development of the participants.
<b>Maverick Boys and Girls Club - Afterschool/Summer Camp</b> 1923 S. Lincoln Program offers an all day low-cost summer program and after-school program for at-risk youth in Amarillo.	\$25,000		\$10,000	\$15,950	Summer and after-school program for at-risk youth in Amarillo.
<b>Speiro Legacies Career Cultivation</b> P.O. Box 2202 Project would provide workforce and personal development classes, job coaching, internships, on-the-job training, professional career launching, business development, and business creation designed to assist low-income individuals achieve permanent employment and financial stability.	\$63,000		\$0	\$0	This is a new project and agency should manage program for at least a year to provide data on accomplishments.
<b>2016-2017 Public Service 15% Cap - \$218,947</b>		<b>\$266,450</b>	<b>\$218,947</b>	<b>\$218,947</b>	

	\$20,000	\$20,000	\$20,000	
<b>NEIGHBORHOOD IMPROVEMENTS -- Structural</b>				
<b>The SalvationArmy Warming Up Project</b> 400 S. Harrison The Warming Up Project will provide new commercial kitchen equipment and 40 cots to the Salvation Army emergency shelter. Approximately 1580 persons are served annually with hot meals and and overnight shelter at the Harrington Hope Center.	\$20,000	\$20,000	\$20,000	This project will provide new commercial kitchen equipment to continue feeding the homeless community. In addition, 40 cots will be purchased to increase the capacity to serve our homeless community especially in times of severe weather.

### 2015-2016 ANNUAL ACTION PLAN

Description of Project Requested	2016-2017 Funding Requests		Recommendations		Comments
	Project	Totals	Staff	CDAC	
<b>OWNER OCCUPIED HOUSING IMPROVEMENTS</b>		<b>\$447,680</b>	<b>\$476,290</b>	<b>\$476,290</b>	
<b>Emergency Repair Grants</b> City Wide Provide grants to very low income homeowners for hazardous conditions in their homes. Work may also include renovations to improve accessibility to and within the unit. Maximum grant is \$4,999 per 12 months.	\$247,243		\$247,243	\$247,243	The program assists low income homeowners in addressing hazardous conditions in their home. The grants are often the only means for homeowners to address plumbing, electrical, heating, roof, and general repairs.
<b>Minor Housing Rehabilitation Assistance</b> City Wide Program provides financial assistance to lower income homeowners to repair and/or renovate their homes. These homes are in need of repairs in excess of the funds allowed in the Emergency Repair Grant Program. This is one-time assistance with no upfront owner contribution required.	\$50,000		\$78,610	\$78,610	Assists qualified homeowners to improve quality of their homes.
<b>Rehabilitation Support Administration</b> Community Development Salary and operational support for Rehab Inspector I and II who provide the inspection and construction oversight services for the CDBG and HOME housing activities. Both inspectors perform Lead Based Paint inspections.	\$150,437		\$150,437	\$150,437	These funds pay for staff salary that conduct project inspections for the CDBG and HOME programs.
<b>PLANNING AND MANAGEMENT</b>		<b>\$285,587</b>	<b>\$291,926</b>	<b>\$291,929</b>	
<b>Program Management</b> 2016-2017 Admin and Planning 20% Cap - \$291,926	\$285,587		\$291,926		Necessary to administer Block Grant program. Supports salaries and overhead expenses.
<b>TOTAL 2016-2017 CDBG REQUESTS</b>		<b>\$1,594,199</b>	<b>\$1,524,645</b>	<b>\$1,524,648</b>	
<b>CDBG ENTITLEMENT ALLOCATION</b>		<b>\$1,459,648</b>	<b>\$1,459,648</b>	<b>\$1,459,648</b>	
<b>TOTAL CDBG FUNDING AVAILABLE</b>		<b>\$1,524,648</b>	<b>\$1,524,648</b>	<b>\$1,524,648</b>	

### 2016-2017 ANNUAL ACTION PLAN

Description of Project Requested	2016-2017 Funding Requests		Recommendations		Comments
	Project	Totals	Staff	CDAC	
<b>HOME INVESTMENT PARTNERSHIP PROGRAM</b>		<b>\$49,945</b>	<b>\$51,273</b>	<b>\$51,273</b>	
<b>HOME Administration</b> Community Development Salary and operating support for the administration and management of the HOME program. Staff includes the Affordable Housing Program Coordinator and a Housing Assistant. The balance of the funds to administer the program is provided by the CDBG program.	\$49,945		\$51,273	\$51,273	Supports salaries and overhead expenses.
<b>2016-2017 10% Administrative Cap - \$51,723</b>					

	\$284,537	\$323,321	\$323,321	
<b>Major Housing Rehabilitation Assistance</b> City Wide Provides grants to low income homeowners for the moderate to substantial renovation of their homes. Financial assistance will be provided as a no interest loan, a deferred payment forgivable loan, or a HOME reverse mortgage loan. Term of loan will range from 5-20 years and will be determined by amount of assistance provided.	\$50,000	\$50,000	\$50,000	Necessary to assist homeowners to renovate their property to meet current building codes.
<b>New Construction</b> City Wide Project will fund re-construction of severely substandard owner occupied homes for qualified low income homeowners.	\$105,208	\$148,505	\$148,505	HOME funds may be used for new construction of both rental and homebuyer housing.
<b>Rental Rehabilitation</b> City wide by proposals Provide financial incentives of up to 50% of costs to renovate substandard rental properties which will be made available to low income renters.	\$129,509	\$124,816	\$124,816	Assist landlords to provide decent, affordable housing.
<b>COMMUNITY HOUSING DEVELOPMENT ORGANIZATION</b>				
<b>CHDO Housing Projects</b>	\$150,000	\$112,500	\$112,500	
<b>Amarillo Habitat -- Glenwood Addition</b> Target Area \$140,000 for construction of 4 new houses in the Glenwood addition to be purchased at cost by qualified low-income families.	\$150,000	\$112,500	\$112,500	Habitat has demonstrated the capacity to complete 3 homes per year based on the funding available.
<b>2016-2017 CHDO Allocation Minimum 15% - \$76,909</b>				
<b>CHDO Operating Assistance</b>	\$30,000	\$25,636	\$25,636	
<b>Amarillo Habitat -- Glenwood Addition</b> Operational support may be provided to assist with the development and management of CHDO projects.	\$30,000	\$25,636	\$25,636	Assists CHDO with funding to manage affordable housing.
<b>2015-2016 CHDO Operating Cap 5% - \$25,636</b>				
<b>TOTAL 2015-2016 HOME REQUESTS</b>	\$514,482	\$512,730	\$512,730	
<b>TOTAL HOME ALLOCATION</b>	\$512,730	\$512,730	\$512,730	

# Amarillo City Council Agenda Transmittal Memo



Meeting Date	July 19, 2016	Council Priority	Address Disadvantaged Areas
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Department	Community Development
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## Agenda Caption

Resolution: This is a resolution by the Amarillo City Council to adopt the 2016-2017 Public Housing Authority (PHA) Annual Action Plan and Housing Choice Voucher Program Administrative Plan.

## Agenda Item Summary

The U.S. Department of Housing and Urban Development (HUD) requires all Public Housing Authorities (PHA) to prepare a Consolidated Plan every five years and a PHA Annual Action Plan every year. The Consolidated Plan serves as a planning document that meets specific federal statutory requirements and is used to guide the local PHA's use of HUD funds.

The City of Amarillo adopted its most recent Consolidated Plan in 2015. An Annual Action plan is required every year and is used to carry out the Consolidated Plan's recommended actions by providing a summary of actions, activities, and specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.

Additionally, all PHAs are required to have a Housing Choice Voucher (HCV) Program Administrative Plan that establishes policies for carrying out the HCV program in a manner consistent with HUD requirements and local goals and objectives. Amarillo's Administrative Plan states that the plan must be reviewed and updated (if necessary) annually. Given recent HUD HCV program changes, Amarillo's Administrative Plan required updating this year. Pertinent changes included technical/policy/process amendments related to family/household definitions, application processing, income verification requirements, rent determinations, and general leasing policies.

Given the above, this item is for the Amarillo City Council to review and, by resolution, adopt the 2016-2017 PHA Annual Plan and HCV Administrative Plan.

## Requested Action

To adopt the 2016-2017 PHA Annual Plan and HCV Administrative Plan

# Amarillo City Council Agenda Transmittal Memo



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## Funding Summary

N/A

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## Community Engagement Summary

The City of Amarillo Housing Authority conducted a publicized public hearing on May 26, 2016 with the Community Development Advisory Committee to receive public input on the plans. The Tennant Advisory Board met on April 28, 2016 to review and comment on the PHA's strategies for serving the needs of low income, very low income, and extremely low income families. As required by HUD, the proposed plans were (and are) available on our City website and in our office for public comment for 45 days prior to proposed adoption by City Council.

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## City Manager Recommendation

It is the staff's recommendation that the Amarillo City Council adopt the 2016-217 PHA Annual Plan and HCV Administrative Plan.

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6/24/16

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF AMARILLO, TEXAS: CONDUCTING A PUBLIC HEARING AND AUTHORIZING THE ADOPTION OF THE 2016-2017 PUBLIC HOUSING AGENCY ANNUAL PLAN AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE.

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WHEREAS, a Public Housing Agency Annual Plan must be adopted by the City of Amarillo in fulfillment of the requirements of the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, the Tenant Advisory Board met on April 28, 2016 to review and comment on the Public Housing Agency's strategies for serving the needs of low income, very low income and extremely low income families of Amarillo; and

WHEREAS, the Community Development Advisory Committee conducted a publicized public hearing on May 26, 2016 to receive citizen input with respect to the 2016-2017 Public Housing Agency Annual Plan; and

WHEREAS, the Public Housing Agency Annual Plan has been made available in the Community Development office and posted on the City's website for public review and comment for a forty-five (45) day period which commenced on May 27, 2016 and ended on July 10, 2016; and

WHEREAS, the Amarillo City Council has conducted a public hearing on this date to consider comments related to the 2016-2017 Public Housing Agency Annual Plan, with a notice of said hearing published in a newspaper of general circulation on May 21, 2016;

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

SECTION 1: That the public comment period required for the review of the 2016-2017 Public Housing Agency Annual Plan is concluded.

SECTION 2: That the 2016-2017 Public Housing Agency Annual Plan is hereby adopted as a planning document that identifies the housing needs of low income, very low income and extremely low income families of Amarillo and the strategies for addressing those needs.

SECTION 3: That the City Manager of the City of Amarillo is authorized and directed to submit the 2016-2017 Public Housing Agency Annual Plan to the Department of Housing and Urban Development for approval, including all understandings and assurances contained therein and the City Manager as the City of Amarillo's chief administrative officer is hereby directed and designated to act as the authorized representative of the City in connection with said plans, to execute all necessary documents, funding agreements and to provide such additional information as may be required to effectuate said plans.

SECTION 4: All resolutions or parts thereof that conflict with this resolution are hereby repealed, to the extent of such conflict.

SECTION 5: In the event this resolution or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the resolution, and such remaining portions shall continue to be in full force and effect.

SECTION 6: This resolution shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Paul Harpole, Mayor

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary



9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. See Attached</b></p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) <b>Progress in Meeting Mission and Goals.</b> Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. <b>See Attached</b></p> <p>(b) <b>Significant Amendment and Substantial Deviation/Modification.</b> Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <b>Not applicable</b></p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note: Faxed copies of these documents will not be accepted by the Field Office. See attached.</b></p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

**8.2 Capital Fund Program Five-Year Action Plan**

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. (Note: Standard and Troubled PHAs complete annually).

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**City of Amarillo TX472  
PHA Annual Plan Beginning 10/1/2016  
Attachment to HUD-50075**

**6.0 PHA Plan Update**

(a). No elements have been revised since the prior plan submission.

**PHA Plan Elements**

**13. Violence Against Women Act (VAWA).**

**Activities, Services or Programs provided by Local Agencies**

Family Support Services- Provides assistance to children and adults who have been victims of family violence or sexual assault. The Crisis Services Division strives to provide safety and security as well as prevention of these crimes against individuals and society. Services include: 24- hour assistance to victims of family violence and sexual assault; face-to-face crisis intervention; 24-hour Crisis Hotline; 24-hour emergency shelter for victims of family violence; and advocacy and accompaniment through the medical, legal and judicial systems. FSS also provides family and individual counseling and specialized counseling such as batterers Intervention and Prevention Program and Anger Management.

The Bridge- Children's Advocacy Center-The Bridge is a comprehensive, child-focused program that offers a one-stop approach to child abuse investigation. The following services are offered: Forensic interviews, multidisciplinary case review, on-site sexual assault exam; community education; victim assistance; and counseling.

**Activities, Services or Programs provided By the PHA**

The City of Amarillo has amended the Administrative Plan for the Section 8 Housing Choice Voucher Program to comply with Sections 606 and 607 of the Violence Against Women Act (VAWA). A bulk mailing was done to all landlords and program participants informing them of the protection afforded certain victims of criminal domestic violence, dating violence, stalking, and sexual assault – as well as members of the victims' immediate families- from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.

The briefing packets now contain information explaining the requirements of VAWA as well as the protections afforded program participants. Although moves are not allowed in the first year of the lease, exceptions may be made when a participant or a member of the household has been a victim of one of these acts and they meet the requirements of the VAWA and feel threatened by remaining in the unit. The participant may be required to furnish documentation to support their request to move on this basis.

The Housing Office works very closely with the Amarillo Police Department's Victim Assistance Coordinator in resolving issues such as relocation for safety reasons, substantiating claims of violent crimes, and removing a family member from the household who is responsible for the domestic violence.

The Housing Office also maintains close ties with the staff of the local Domestic Violence Shelter who staffs a 24-hour crisis line for both domestic violence and rape crisis. The housing staff is able to make appropriate referrals to this agency on behalf of program participants when necessary.

#### **7.0 Hope VI, Mixed finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) Hope V. Not Applicable
- (b) Demolition and/or Disposition. Not Applicable.
- (c) Conversion of Public Housing. Not Applicable.
- (d) Homeownership.

The City of Amarillo offers a Section 8 Homeownership option for the housing choice voucher program. This option allows families receiving Section 8 voucher assistance to use their monthly assistance to purchase their own homes.

#### **Family Eligibility**

A Section 8 participant who has been on the program a minimum of one year may utilize the subsidy to purchase rather than rent a home, subject to the following requirements:

- A family must meet the general requirements for continued participation in the City of Amarillo's Housing Choice Voucher Program.
- A participant in the voucher program must be in full compliance with their lease and Section 8 program requirements and must terminate their current lease arrangements in compliance with the lease.
- A family must qualify as a first-time homeowner (no member of the family has had any ownership interest in a principal residence in 3 years), or be a family that owns a share in a cooperative.
- Except for cooperative members who have acquired cooperative ownership shares prior to commencement of homeownership assistance, no family member may have a present ownership interest in a residential property.
- A family must meet the minimum income requirements. At commencement of homeownership assistance, the family must demonstrate that the annual income of the adult family members who will own the home is not less than: (1) the Federal minimum hourly wage multiplied by 2,000 hours, (2) in the case of a disabled family, the monthly Federal Supplemental Security Income benefit for an individual living alone multiplied by twelve.

- A family must meet the employment requirements. Except in the case of elderly or disabled families, one or more adult members of the family that will own the home must be currently employed on a full-time basis (no less than an average of 30 hours per week), and have been continuously so employed for at least two years. In meeting this requirement, the City will consider all circumstances of the household if the family demonstrates a favorable work history and meets loan qualification requirements imposed by the lender. Self-employment, successive employment, and interrupted employment will be considered.
- A family must not have defaulted on a mortgage when participating in the voucher homeownership option or the City's HOMEbuyer's Assistance Program.
- Unless, elderly or disabled, a family must be a participant or graduate of the Family Self-Sufficiency Program.

#### Eligible Units

An eligible unit must meet the following requirements:

- The home must be located within the city limits of Amarillo and can be either an existing home or a home under construction. A family may purchase a home outside the city limits of Amarillo only if the receiving public housing agency (PHA) is administering a homeownership program and is accepting new homeownership families.
- The home must be the family's primary residence and be a single-family home (including a manufactured home), a townhouse or a condominium.
- Homeownership assistance may be provided for the purchase of a home where the family will not own fee title to the real property on which the home is located, but only if: (1) the home is located on a permanent foundation; and (2) the family has the right to occupy the home site for at least forty years.
- The home must be inspected by the City as well as an independent inspector designated by the family.
- The home must meet the Section 8 Housing Quality Standards.

#### Eligible Seller

The seller of the unit must not be a person or entity debarred or suspended from participation in HUD programs. The seller must sign a certification that they are not on HUD's debarred or suspended list prior to the City of Amarillo's final approval of homeownership assistance.

#### Minimum Cash Down Payment

Rather than require a minimum down payment, the City chooses to allow the lender to establish the down payment requirement in accordance with the loan product offered to the family. This will help to avoid the exclusion of potentially eligible families who have sufficient income and credit histories to make them excellent candidates for homeownership but insufficient savings. In addition, it allows families to take advantage of loan products designed for lower-income purchasers with no or very low down payment requirements.

When the program is available, the City's Homebuyers Assistance Program and Homebuyer Principal Reduction Program, offers assistance with down payment and closing costs. Every effort will be made to encourage families to utilize this program to assist in purchasing homes under the Homeownership Program.

#### Requirements for Family Search and Purchase

A family is allowed a maximum time of 120 days to locate a home, enter into a Contract for Sale and close on the home. If the homebuyer's time expires, the City of Amarillo may exercise the option to extend the timeframe if substantial progress has been made and sales closing can be accomplished in 30 days. If time expires, the City will offer the buyer a rental voucher.

The City of Amarillo requires periodic progress reports on the family's progress in finding and purchasing a home. These update reports are required, at a minimum, at 60 days and 90 days.

#### Homeownership Counseling

A family is required to attend and satisfactorily complete a pre-assistance homeownership counseling program. At a minimum, this counseling must consist of four hours of classroom training. This must be done prior to receiving final approval for participation in the homeownership program. Post-homeownership counseling will be required for all participants once they have secured a mortgage and have moved into the home.

#### Home Inspections

All units must pass a HQS inspection conducted by the City. There must also be an inspection by an independent professional inspector commissioned by the family. The private inspector must be licensed by the State of Texas and have a satisfactory rating by the Better Business Bureau.

The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must provide a copy of the inspection report to the family and the City. Based on the information in this report, the family and the City will determine whether any pre-purchase repairs are necessary. The buyer is not allowed to do or to pay for any necessary repairs. Although the unit may pass the HQS inspection, the City can disapprove the unit based on information contained in the independent inspection.

#### Contract of Sale

The family must enter a contract of sale with the seller prior to assistance approval. The family must provide the City with a copy of the Contract of Sale. The Contract of Sale must include the following:

- Price and terms of sale
- Provide that purchaser will arrange for a pre-purchase inspection of the unit by an independent inspector selected by the purchaser

- Provide that purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser and the City of Amarillo
- Purchaser is not obligated to pay for any necessary repairs
- Purchaser is not obligated to purchase the unit should the voucher assistance fail to be approved
- Contain a certification from the seller that the seller has not been debarred, suspended or subject to a limited denial of participation under Part 24 of the Code of Federal Regulations
- Housing Quality Standards Inspection
- A one- year Home Warranty Insurance policy must be provided by either the seller or buyer.

#### Financing

The family must secure its own financing for the home. The City will offer a list of qualified lenders to the family, but the family is free to choose their own lender. Financing must be either: 1) provided, insured or guaranteed by state or federal government, or 2) comply with secondary mortgage market underwriting requirements. The City prohibits seller financing, balloon payment mortgages and other types of mixed rate mortgages.

Adjustable Rate Mortgages (ARM) may be submitted for consideration. These referrals will be evaluated and considered on a case-by-case basis by the City.

#### Occupancy

Homeownership assistance may only be paid while the family is residing in the unit. Assistance may not continue after the month the family vacates the home. Neither the family nor the lender are obligated to refund any assistance received for the month in which the family vacates.

#### Family Obligations

The family must comply with the following obligations:

##### Ongoing Counseling

- To the extent required by the City, the family must attend and complete ongoing homeownership and housing counseling.

##### Compliance with mortgage

- The family must comply with the terms of any mortgage securing debt incurred to purchase the home (or any refinancing of such debt).

### Use and Occupancy

- The family must use the assisted unit for residence by the family, and the unit must be the family's only residence.
- The City must approve the composition of the assisted family residing in the unit. The family must promptly notify the City of the birth, adoption or court-awarded custody of a child. The family must request the City's approval to add any other family member as an occupant of the unit. No other person may reside in the unit.
- The family must promptly notify the City if any family member no longer resides in the unit.
- If the City has given approval, a foster child or a live in aide may reside in the unit.
- Members of the household may engage in legal profit making activities in the unit, but only if such activities are incidental to primary use of the unit for residence by members of the family
- The family must promptly notify the City of absence from the unit. The family must supply any information or certification requested by the City to verify the family is living in the unit or the reason for the absence.

### Conveyance or Transfer of Home

- The family must not sublease or let the unit.
- The family must not assign or transfer the unit.
- Upon death of a family member who holds, in whole or in part, title to the home or ownership of cooperative membership shares for the home, homeownership assistance may continue pending settlement of the decedent's estate, notwithstanding transfer of title by operation of law to the decedent's executor or legal representative, so long as the home is solely occupied by remaining family members.
- The family must supply any information concerning the sale or transfer of any interest in the home or the family's homeownership expenses.

### Refinancing

- At times it may be advantageous for a homebuyer to refinance the existing first mortgage. The City must approve the refinance terms and conditions prior to closing. The homebuyer must benefit from the refinancing transaction. The resulting interest rate must be lower than the original loan and the payment and/or term must be lower. Home equity loans and cash advances are not allowed. The request must include the following documents:
  - Loan application for the refinancing
  - Good faith estimate
  - Written statement from current mortgage company showing the payoff amount and current payment for principal, interest, and escrows
  - Acknowledgement of Mortgage Loan Refinancing signed by the homebuyer and the lender
- Closing on the refinancing can take place after the city reviews and approves the final HUD-1 closing statement.

#### Supplying required information

- The family must supply any information that the City or HUD determines is necessary in the administration of the program, including submission of required evidence of citizenship or eligible immigration status. Information includes any requested certification, release or other documentation.
- The family must supply any information requested by the City or HUD for use in a regularly scheduled reexamination or interim reexamination of family income and composition in accordance with HUD requirements.
- The family must disclose and verify social security numbers and must sign and submit consent forms for obtaining information in accordance with 24 CFR Part 5, subpart B.
- Any information supplied by the family must be true and complete.

#### Notice of move out

- The family must notify the City before the family moves out of the home.

#### Notice of mortgage default

- The family must notify the City if the family defaults on a mortgage securing any debt incurred to purchase the home.

#### Prohibition on owner interest on second residence

- During the time the family receives homeownership assistance, no family member may have any ownership interest in any other residential property.

#### Additional requirements

- The family must attend and satisfactorily complete a post-purchase homeownership counseling program.

#### Maximum Term of Assistance

The maximum terms of assistance are as follows:

- Fifteen years for mortgages of 20 years or more
- Ten years for all other mortgages
- There is no term limitation for elderly or disabled families. In the case of an elderly family, the exception only applies if the family qualifies as an elderly family at the start of the homeownership assistance.
- In the case of a disabled family, the exception applies if at any time during receipt of homeownership assistance the family qualifies as a disabled family. If the family ceases to qualify as an elderly or disabled family, the maximum term becomes applicable from the date homeownership assistance began. However, such a family must be provided at least six months of homeownership assistance after the maximum term becomes applicable.
- If the family receives homeownership assistance for different homes or from different PHAs, the total is subject to the maximum term limitations.

#### Amount and Distribution of Homeownership Payment

All assistance payments are made directly to the lender, the company that is servicing the loan, or to an account set up for the sole purpose of paying the mortgage. The agency receiving the

mortgage payment must be made aware that the City will not be responsible for any late fees and will not be held liable for any late or incomplete payment. The City pays a monthly homeownership assistance payment on behalf of the family that is equal to the lower of: (1) the applicable payment standard minus the total tenant payment, or (2) the family's homeownership monthly expenses minus the total tenant payment.

In determining the amount of homeownership expenses to be allowed, the City considers amounts to cover:

- Principal and interest on initial mortgage debt and any refinancing of such debt
- Mortgage insurance premiums
- Real estate taxes and public assessments
- Home insurance
- Allowance for utilities
- Allowance for routine maintenance is \$50 per month and major repairs is \$50 per month.
- Principal and interest on mortgage debt for major repairs.

The family is responsible for all homeownership expenses not covered by the HAP payment.

If a family's income increases to a point that they do not receive a housing assistance payment, eligibility for such payments will continue for 180 calendar days. At the end of a continuous period of 180 days without an assistance payment, eligibility for Section 8 assistance will automatically terminate.

#### Portability

A family determined eligible for the homeownership assistance may purchase a home outside the city limits of Amarillo provided that the receiving PHA is administering a homeownership program and is accepting new homeownership families.

#### Move with Continued Assistance

A family may move with continued tenant-based assistance or homeownership option assistance as long as they have fulfilled all of their homebuyer obligations, including prior notification to the City. The City may not begin tenant-based assistance for occupancy of a new unit as long as the family has any title or interest in the prior home.

#### Denial or Termination of Assistance

At any time, the city may terminate or deny assistance because of mortgage default, failure to comply with family obligations, or in accordance with Section 982.552 (Grounds for denial or termination of assistance) or Section 982.553 (Crime by family members).

Rental assistance will be denied if the family defaults on an FHA-insured mortgage, and the family fails to demonstrate that: 1) it conveyed title to the home as required by HUD and, 2) the family moved within the period required by HUD.

## 9.0 Housing Needs

Housing need is determined by a number of conditions: quality of housing, affordability of housing, and access to housing by various population groups. In general, the housing in Amarillo is relatively new and without major structural problems.

Quality of Housing: The Census Bureau no longer classifies housing as excellent, standard, or substandard; therefore, the use of proxy variables is necessary to estimate the overall quality of housing in Amarillo. As a result, the quality of the housing can be determined by a number of factors, including age, relative value or rent, units lacking complete kitchens or plumbing, and heating type.

Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	245	235	75	90	645	60	75	10	4	149
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	140	85	80	20	325	20	4	90	35	149
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	345	220	210	59	834	90	175	300	150	715
Housing cost burden greater than 50% of income (and none of the above problems)	3,565	915	185	35	4,700	1,625	955	480	59	3,119
Housing cost burden greater than 30% of income (and none of the above problems)	760	3,030	1,815	180	5,785	595	1,055	1,650	765	4,065

Value and rental rates can also be used as proxies for housing condition. The data shows the City's median housing value by age of the units, followed by a similar figure for the median rents. The data was collected from the 2000 Census and the 2007-2011 American Community Survey 5-Year Average. While the median housing values are much lower for the pre-1950 construction, the rents do not show as dramatic a difference. In part, the conversion of older single family units from owner occupancy to rentals has kept rental rates relatively stable for the pre-1950 construction.

**Affordability of Housing:** A major concern for all, but especially for the low-to-moderate income is the housing affordability. Income constraints lead to a number of housing issues: unsound housing or overcrowding as the only affordable alternatives and/or excessive housing cost burden. Using data from the 2007-2011 American Community Survey, the figure below shows the number of households by the level of their housing cost burden. In general, housing costs of 30% or more of a household's income presents a cost burden. In many cases 25% to 29.9% of income for renters' housing can also be seen as a probable cost burden as they are not able to deduct interest from their income taxes and they are not building equity. As can be seen, 64.4% of renters are paying more than 25% of their income on rent, while 53.8% of owners with a mortgage are paying more than 30% of their income on housing (mortgage, interest, taxes). Three-fourths of owners without a mortgage are paying less than 20% of their income for housing; however, even without a mortgage, about 11% are paying more than 30%. Looking at the age of the householder, those without a mortgage yet still having a cost burden are predominately elderly who are trying to retain housing purchased during their working years. On the positive side, nearly half of the owners with a mortgage are paying less than 20% of their income in housing. In the housing crisis of the late 2000's, when many throughout the nation have purchased housing above their means in variable mortgages, Amarillo's rate of those paying less than 20% is unique. Nationally for the same 2007-2011 period of time, only one-third of homeowners with a mortgage were paying less than 20% of their income for housing while Texas had a 39% rate.

**Table 1.14: Cost Burden by Tenure and Household Income**

Income Distribution Overview	Owner	%	Renter	%	Total
Household income ≤ 30% HAMFI	3,160	33.62	6,240	66.38	9,400
Household income >30% to ≤50% HAMFI	4,060	42.67	5,455	57.33	9,515
Household income >50% to ≤80% HAMFI	7,145	51.94	6,610	48.06	13,755
Household income >80% to ≤100% HAMFI	4,570	63.65	2,610	36.35	7,180
Household income >100% HAMFI	25,375	81.40	5,800	18.60	31,175
<b>Total</b>	<b>44,310</b>	<b>62.39</b>	<b>26,715</b>	<b>37.61</b>	<b>71,025</b>

Income by Cost Burden (Owners and Renters)	Cost burden > 30%	%	Cost burden > 50%	%	Total
Household income ≤ 30% HAMFI	7,275	77.39	5,720	60.85	9,400
Household income >30% to ≤50% HAMFI	6,395	67.21	1,930	20.28	9,515
Household income >50% to ≤80% HAMFI	4,335	31.52	705	5.13	13,755
Household income >80% to ≤100% HAMFI	1,085	15.12	140	1.95	7,175
Household income >100% HAMFI	1,605	5.15	230	0.74	31,175
<b>Total</b>	<b>20,695</b>	<b>29.14</b>	<b>8,725</b>	<b>12.28</b>	<b>71,025</b>

Income by Cost Burden (Renters only)	Cost burden > 30%	%	Cost burden > 50%	%	Total
Household income ≤ 30% HAMFI	4,935	79.09	4,020	64.42	6,240
Household income >30% to ≤50% HAMFI	4,265	78.19	930	17.05	5,455
Household income >50% to ≤80% HAMFI	2,065	31.24	200	3.03	6,610
Household income >80% to ≤100% HAMFI	260	9.96	80	3.07	2,610
Household income >100% HAMFI	155	2.84	25	0.43	5,800
<b>Total</b>	<b>11,690</b>	<b>43.76</b>	<b>5,255</b>	<b>19.67</b>	<b>26,715</b>

Income by Cost Burden (Owners only)	Cost burden > 30%	%	Cost burden > 50%	%	Total
Household income ≤ 30% HAMFI	2,340	74.05	1,700	53.80	3,160
Household income >30% to ≤50% HAMFI	2,130	52.46	1,000	24.63	4,060
Household income >50% to ≤80% HAMFI	2,270	31.77	505	7.07	7,145
Household income >80% to ≤100% HAMFI	825	18.05	60	1.31	4,570
Household income >100% HAMFI	1,440	5.67	205	0.81	25,375
<b>Total</b>	<b>9,005</b>	<b>20.32</b>	<b>3,470</b>	<b>7.83</b>	<b>44,310</b>

Source: HUD Comprehensive Housing Affordability Strategy (CHAS) Tables from ACS, 2007-2011

As would be expected, as incomes increase, the percent with a cost burden decreases. Generally, the elderly suffer the largest cost burdens and are the least able to increase their incomes to accommodate increased costs.

While it is admirable for households to opt for lower-cost housing, paying less than 20% of their income, this often crowds lower-income households out of the affordable market. Using 2000 Census data, HUD created special tabulations of the “Affordability Mismatch” for housing. That is, the number of units affordable to the extremely low income (less than 30% of median income), low income (30-50% of median) and moderate income (51-80% of median) that are actually occupied by higher-income households. Despite the number of available units, many are not only occupied by higher-income households, making them affordable but not available. Likewise, many have some form of housing problems making them affordable but not desirable.



The Census Bureau does not collect data on housing conditions beyond those listed in the CHAS tables: lacking plumbing, lacking kitchens and overcrowding. Many units may have complete plumbing and kitchen facilities and no overcrowding but may be in serious need of rehabilitation or demolition. As shown below, 15.9 percent of all housing units in the Amarillo area were built prior to 1950, 19.8 percent were built between 1950 and 1959, 14.9 percent were built between 1960 and 1969, 16.7 percent were built between 1970 and 1979, and 32.7 percent were built after 1979. About 67 percent of the housing stock is more than 30 years old, built prior to 1980. These units may contain lead-based paint or likely to be in need of repairs and maintenance.

#### Age of Housing Stock in Amarillo, 2008-2012

Year Built	Number	Percent
Built 2010 or Later	224	0.3%
Built 2000 to 2009	9,620	12.0%
Built 1990 to 1999	6,379	8.0%
Built 1980 to 1989	9,972	12.5%
Built 1970 to 1979	13,311	16.7%
Built 1960 to 1969	11,861	14.9%
Built 1950 to 1959	15,788	19.8%
Built 1940 to 1949	6,945	8.7%
Built 1939 or Earlier	5,761	7.2%
<b>Total</b>	<b>79,861</b>	<b>100.0%</b>

Source: Five-Year Estimates, 2008-2012 American Community Survey

Amarillo has several options for low-to moderate-income renters. One method for providing affordable housing in a community is the use of Low Income Housing Tax Credits. There are currently 19 Low Income Housing Tax Credit properties in Amarillo. The existing properties have 2084 units reserved for low-to moderate-income in general with 267 for the elderly and 135 for the non-elderly disabled. The City, using HOME funds, funded approximately half of the renovation costs for Vineyard Manor Apartments in downtown Amarillo which provided 17 affordable units for low- to moderate-income tenants. HUD and other federal agencies also subsidize housing options for special populations.

In addition, the City of Amarillo administers 1,238 Section 8 Housing Choice Vouchers (HCVs) to provide rental assistance to the extremely low- and low-income. Currently, the 1,238 are fully committed with 2,900 households on the waiting list.

While Section 8 vouchers assist a great many households, the waiting list indicates the extensive additional need. The characteristics of those awaiting housing vouchers are more than 79% of the applicants have an income of less than 30% of the area median, classifying them as extremely low-income and more than one-fourth are elderly or disabled. Using HUD Section 811 funding (Housing for People with Disabilities), the Housing Authority has provided 103 additional units for mainstreaming people with disabilities.

The Housing Market Analysis section below goes into more detail about housing availability and affordability in Amarillo.

**Housing Availability and Accessibility for Special Populations:** In many cases special populations, particularly the elderly, disabled, and public housing residents have an additional set of housing issues with which to contend. As noted above, the elderly and disabled often have lower incomes than the overall workforce, resulting in a higher percentage of income going for housing. Additionally, both groups often need special accommodations to make the units accessible to their physical limitations. This can increase the cost of housing. In many cases the housing owned by the elderly or disabled is in greater need of rehabilitation because the household members are no longer able to make repairs on their own. Deferred maintenance becomes a major problem for housing owned and occupied by the elderly and disabled.

HUD provides limited CHAS data for households with elderly and adult disabled primary members (householder or spouse/significant other). The data do not include cost burden information separately from other housing problems; however the vast majority of housing problems for elderly and disabled are cost burden issues. Overcrowding is not a significant issue with the elderly and disabled households and with so few units overall having other housing problems as defined in the CHAS dataset, the major housing issue is cost burden.

As mentioned above, there are 267 Low Income Housing Tax Credit units for the elderly and 135 for the non-elderly disabled. HUD and other federal agencies also subsidize housing options for special populations. The Mary E. Bivins Foundation owns and operates Bivins Village, a 100-unit apartment complex for the elderly funded through HUD Section 202 funds (Supportive Housing for Elderly).

Of the 1,238 Section 8 Housing Choice Vouchers, 175 currently committed to elderly households and 103 to disabled households.

From the CHAS data presented in the previous sections, there is little identifiable disproportionately greater need indicated between racial/ethnic groups in Amarillo other than for relatively small minority populations (Pacific Islander/ Asian, and American Indian/ Alaska Native). Between the two major racial/ethnic groups, White and Hispanic, which comprise more than 86 percent of the population of Amarillo, the CHAS data

show little difference. African-Americans showed a higher incidence of cost burden and severe cost burden without reference to income category.

### **9.1 Strategy for Addressing Housing Needs**

Based on the Consolidated and Annual Plans of the Amarillo Housing Authority, the strategic goals for meeting the needs of extremely low- and low-income residents are:

1. Expand the supply of assisted housing by applying for additional rental vouchers and making more effective use of private and public funds to create additional housing opportunities.
2. Improve the quality of assisted housing by improving voucher management maintaining high performance scores; increasing customer satisfaction through satisfaction surveys and implementing recommendations of the Tenant Advisory Board.
3. Increase assisted housing choices by providing voucher mobility counseling; increasing outreach efforts to potential voucher landlords; increasing voucher payment standards to increase families' competitiveness in the rental market; and expanding the voucher homeownership program to move to homeownership.
4. Promote self-sufficiency and asset development of assisted households by providing and attracting supportive services through the Family Self-Sufficiency (FSS) Program that will improve recipients' employability through services such as child care, employment readiness, job search assistance, financial education, legal assistance, nutritional education and housing counseling.
5. Provide and attract supportive services to increase the independence of the elderly and disabled, including the provision of transportation services, assistance from Adult Protective Services, delivered hot meals and adult day care.
6. Increase the recruitment of families to participate in the FSS Program to maintain Welfare to Work enrollment of 50 and a voluntary FSS enrollment of 80.
7. Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, gender, familial status and disability through the provision of briefing packets to recipients, waiting-list households and landlords.
8. Undertaking affirmative measures to provide quality housing by instructing families to report any maintenance problems to the landlord first and then to the Housing Office if the landlord does not take action within a reasonable time.
9. Undertaking affirmative measures to ensure accessible housing to the disabled by making a list of accessible units available and educating landlords on their responsibilities to provide accessibility.

## **10.0 Additional Information**

**(a) Progress in Meeting Mission Goals**

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers: as funding is made available:  
A total of 50 VASH vouchers were approved in 2011 and 2012. An additional 35 VASH vouchers were approved October 1, 2013 to assist homeless veterans. PHA will apply for additional VASH vouchers if they are available.
  - Leverage private of other public funds to create additional housing opportunities:  
The City of Amarillo administers a HOME funded Rental Rehabilitation Program where the owner contributes toward the rehabilitation costs. Anticipated results are 50 units. 20 rental rehab units were completed from October 1, 2013 through September 30, 2014. Two units have been completed since October 1, 2014.
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve voucher management: (SEMAP score) strive to achieve high performer standing. The City achieved standard-performer status for FY 2013/2014
  - Increase customer satisfaction: Customer satisfaction surveys will be conducted annually and reviewed by the Tenant Advisory Board for recommendations. Results were presented at the meeting on March 24, 2015.
  
- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling: Briefing packets contain maps of low poverty census tracts along with information of employers, child care providers and schools. Goal: 30% of participants reside in low poverty census tracts.
  - Conduct outreach efforts to potential voucher landlords.  
Outreach is conducted at quarterly community based City Council meetings, local school open houses, Community Development Neighborhood Meetings, and one on one landlord briefings. Program information is available on the city's website and information packets are mailed to landlords upon request.
  - Increase voucher payment standards- payment standards are reviewed annually and increased as needed to assure families competitiveness in rental market.  
Payment standards were reviewed and increased in October, 2015.
  - Continue to administer voucher homeownership program: move 15 families to homeownership. No homebuyer purchased a home in 11/12. Two families purchased homes in 12/13. No homebuyer purchased a home in 14/15. The City had suspended its HOMEbuyer program due to compliance issues in the HOME program that have now been resolved. The City intends to reinstate its homebuyer

program in the future. When available, a component of the City's HOMEbuyer Assistance Program is the Section 8 Homeownership Principal reduction Program which can assist a qualified City of Amarillo Section 8 homebuyer, at or below 50% MFI, with up to \$20,000 for a combination of down payment and 75% of reasonable and customary closing costs.

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

- PHA Goal: Provide an improved living environment  
Objectives:
  - Provide information to families on housing options outside high poverty areas. Briefings to be provided to an average of 300 households annually. Briefings were provided to 326 households in 2013-2014.

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Provide or attract supportive services to improve assistance recipients' employability.  
The FSS Program has an active FSS Coordinating Committee comprised of representatives from critical social and governmental agencies. Areas represented include employment, child care, legal, financial, nutritional, and housing. Monthly participant meetings are conducted to address issues related to the families meeting their goals and overcoming challenges they face.
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.  
The Housing Office works closely with agencies such as Adult Protective Services, Meals on Wheels, the Area Agency on Aging, Spec Trans and Jan Werner Adult Day Care to assist in meeting ongoing or immediate needs of these individuals.
  - Recruit families to participate in the Family Self-Sufficiency Program to maintain 100% voluntary enrollment goal. Maintain enrollment at 80 families in the FSS program. Maintain Welfare to Work Program enrollment at 50 households.  
Currently, enrollment stands at 40 families, which is below our voluntary enrollment goal of 75. Funding continues to be renewed for the Family Self-Sufficiency Coordinator. The Welfare to Work Program enrollment is currently at eight families.
  - Provide Homebuyer education classes to prepare families for homeownership. Goal is for 50 families to complete classes annually. No families completed classes in 2013/2014.

## **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:  
Briefing packets contain the Fair Housing Brochure and a Housing Discrimination Complaint form. During the briefing, the brochure is explained as well as how to file a discrimination complaint using the form. Housing staff is available to assist in completing the form.
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.  
During briefings and again at the time leases are executed, the families are instructed to report any maintenance problems to the owner first. If the owner does not take action in a reasonable time, they are instructed to contact the Housing Office so that our inspector can make an on-site inspection of the problem. The owner is notified of the deficiency and a follow up inspection is made to assure the repairs are completed. If not, proper action is taken, including abatement of rent and ultimately termination of the HAP contract.
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: A list of accessible units is maintained by the Housing Office and is available upon request.

### **11.0 Required Submissions for HUD Field Office Review**

#### **(f) Resident Advisory Board Comments**

The City of Amarillo Housing Office met with the Tenant Advisory Board on March 24, 2015. A summary of the year's activities was provided by the Housing Administrator and included an update on the status of the waiting list and a report on new admissions and turnover rate. A summary of the VASH program was also provided for new admissions, turnover rate and available vouchers.

The waiting list has about 2900 people on it now. It is taking about four years to get to the top of the list. That is why it was closed in October of 2014. We will reopen the waiting list when it gets down to about an eighteen month waiting period.

Proposed changes to the PHA Administrative Plan were presented to the Board.

- Veterans that have graduated from the Amarillo Veterans Administration Health Care System (AVAHCS) program and no longer require case management from AVAHCS, become eligible to move to the Housing

Choice Voucher (HCV) program. These families would be at risk of becoming homeless again without moving onto the Housing Choice Voucher (HCV) program. Those veterans that can move from the VASH program to the Housing program must be compliant and have graduated from the VASH program first.

- Verification of Assets: HUD has established temporary guidelines designed to increase efficiencies and minimize the use of resources for program administration by allowing households to self certify as to having assets of less than \$5,000. This would mean that families would not be required to bring in paperwork proving assets, such as bank statements, when their assets were \$5000 or less. Less work for the client, less paperwork for the caseworker, changes could be process faster, and time would be saved.
- For both Proposed Plan Changes, the majority expressed acceptance of the changes.

Review of Housing Program Participation Survey: The majority of the survey answers agreed or strongly agreed that the Housing Program is effective and responsive to client concerns.

**Solicitation of Comments and Recommendations from Board Members.** Several clients commented on the amount of paperwork that is necessary to make a change. It was suggested that it would be good if the paperwork was on the City's website. One client wanted to change the way child support is processed after the client reported a change. Clients may report changes in child support anytime but there has to be 30 days with no payments received before it will be changed in the system. Finally, a suggestion was made by a client to install a Comment Box in the lobby or just outside the front door.

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 10-01-2016, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

City of Amarillo  
PHA Name

TX472  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2016

5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

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I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

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Name of Authorized Official  <b>Bob Cowell</b>	Title  <b>Deputy City Manager</b>
Signature	Date

# Amarillo City Council Agenda Transmittal Memo



7

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Disadvantaged Areas
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<b>Department</b>	Transit
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## Agenda Caption

RESOLUTION – PUBLIC HEARING ON THE 2017 GRANT APPLICATION FOR FEDERAL AND STATE FUNDING FOR THE AMARILLO CITY TRANSIT SYSTEM

This resolution conducts a public hearing on the FY 2017 Program of Projects and authorizes the City of Amarillo to submit a grant application to the Federal Transit Administration and the Texas Department of Transportation (TXDOT) for fiscal year 2016-2017 operating and capital assistance for the Amarillo City Transit Department. The City will receive an allocation from both the Federal Transit Administration and the Texas Department of Transportation. This grant is separate and apart from the research to identify funding for the Transit feasibility study that council has asked for.

Federal Transit Administration Funds \$3,230,193 (estimate)

TXDOT \$384,464

Local Funds \$1,860,522

Total Capital and Operating \$5,475,179

## Agenda Item Summary

### Public Transportation Fund (PTF) and Section 5307 Requests FY 2016 2017 Program of Projects and Budget

	Total	Federal	State	Local
<b>Capital</b>				
Vehicle Replacement	\$631,056	\$536,397	\$0	\$94,659
Preventative Maintenance	\$905,784	\$724,627	\$0	\$181,157
<b>Total Capital</b>	<b>\$1,536,840</b>	<b>\$1,261,024</b>	<b>\$0</b>	<b>\$275,816</b>
<b>Planning</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating</b>				
Operating (50% Fed, 50% State/Local)	\$4,100,309	\$1,969,169	\$384,464	\$1,746,676
Less Farebox	\$161,970	\$0	\$0	\$161,970
<b>Net Operating (Operating – Farebox)</b>	<b>\$3,938,339</b>	<b>\$1,969,169</b>	<b>\$384,464</b>	<b>\$1,584,706</b>
<b>Total Budget (Total Capital + Net Operating)</b>	<b>\$5,475,179</b>	<b>\$3,230,193</b>	<b>\$384,464</b>	<b>\$1,860,522</b>

## Requested Action

Please place an item on the July 19, 2016 City Council Agenda to conduct a public hearing on the 2017 Program of Projects and consider approval of the FY 2017 FTA and TXDOT Grant Applications. The public hearing allows citizens the opportunity to comment on the proposed projects and on the operation of the transit system.

# Amarillo City Council Agenda Transmittal Memo



Following the public hearing, the City Council may consider the submission of the FY 2017 Grant and Program of Projects. The assistance will help defray the transit operating costs from October 1, 2016 to September 30, 2017. Once approved the grant application will be entered electronically for review via the electronic grant system.

Attached you will find the FY 2016 – 2017 Program of Projects and Resolution. The Legal Department is reviewing the resolution that will authorize the submission of the FTA and TXDOT FY 2016 – 2017 Grant Applications.

If the City Council approves the attached FY 2016 – 2017 FTA Grant Application, Resolution and the Program of Projects, this approval authorizes the City Manager to sign the FY 2016 – 2017 FTA and TXDOT Grant Applications.

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## **Funding Summary**

Federal Transit Administration Funds \$3,230,193 (estimate)  
TXDOT \$384,464  
Local Funds \$1,860,522  
Total Capital and Operating \$5,475,179

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## **Community Engagement Summary**

The Transit Department posts Transit public participation items on the Advisory Committee for People with Disabilities bi-monthly meetings. The ACPD meets the 1<sup>st</sup> Thursday at noon February, April, June, August, October and December. The ACPD meeting Agendas are posted on all buses, the Transfer Point at 3<sup>rd</sup> and Fillmore, the United Way Listserve, Amarillo Globe Newspaper, COA website and at the Transit Office.

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## **City Manager Recommendation**

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RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF AMARILLO, TEXAS CONDUCTING A PUBLIC HEARING ON THE AMARILLO CITY TRANSIT PROGRAM OF PROJECTS; AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION AND THE TEXAS DEPARTMENT OF TRANSPORTATION FOR A GRANT UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation program of projects and budget; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program; and

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the application give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements there under; and

WHEREAS, it is the goal of the applicant that disadvantaged business enterprises be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that disadvantaged businesses shall have the maximum feasible opportunity to compete when the applicant procures construction contracts, supplies, equipment contracts, or consultant and other services; and,

WHEREAS, the Amarillo City Council has on this date conducted a public hearing, after advertising same, on the operation of the Amarillo transit system and its proposed Program of Projects;

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

SECTION 1. That the City Council has conducted and now concludes the public hearing, and finds a continuing need and necessity for public mass transportation in Amarillo, Texas that will be met by the proposed Program of Projects;

SECTION 2. That the City Manager is authorized to execute and file an application for FY 2016/2017 in the amount of THREE HUNDRED EIGHTY FOUR THOUSAND, AND FOUR HUNDRED AND SIXTY FOUR DOLLARS (\$384,464) on behalf of the City of Amarillo, Texas, with the Federal Transit Administration and the Texas Department of Transportation to aid in the financing of capital and operating assistance projects pursuant to Section 5307 of the Urban Mass Transportation Act of 1964, as amended.

SECTION 3. That the City Manager is authorized to furnish such additional information as the Federal Transit Administration and the Texas Department of Transportation may require in connection with the application or project.

SECTION 4. That the City Manager is authorized to execute all necessary grant contract agreements and other forms on behalf of the City of Amarillo, Texas, with the Federal Transit Administration and the Texas Department of Transportation for aid in the financing of the capital and operating assistance project.

SECTION 5. To the extent that this resolution or any part of it conflicts with a prior resolution, then such prior resolution is repealed to the extent of such conflict.

SECTION 6. If any part of this resolution is determined to be invalid, such invalidity shall not affect any other part(s) of this resolution.

SECTION 7. This resolution is effective on and from the date of adoption.

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

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Paul Harpole, Mayor

ATTEST:

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Frances Hibbs, City Secretary

## NOTICE OF AVAILABILITY

### FY 2016 2017 PROGRAM OF PROJECTS – AMARILLO CITY TRANSIT

The City of Amarillo in fulfillment of the requirements to receive financial assistance from the Texas Department of Transportation, Federal Transit Administration, for the Amarillo City Transit system has developed a special Program of Projects identifying those projects and activities for which assistance will be sought.

Urbanized Area: Amarillo, Texas

Recipient: City of Amarillo – Amarillo City Transit

#### Public Transportation Fund (PTF) and Section 5307 Requests FY 2016 2017 Program of Projects and Budget

	Total	Federal	State	Local
<b>Capital</b>				
Vehicle Replacement	\$631,056	\$536,397	\$0	\$94,659
Preventative Maintenance	\$905,784	\$724,627	\$0	\$181,157
<b>Total Capital</b>	<b>\$1,536,840</b>	<b>\$1,261,024</b>	<b>\$0</b>	<b>\$275,816</b>
Planning	\$0	\$0	\$0	\$0
<b>Operating</b>				
Operating (50% Federal, 50% State/Local)	\$4,100,309	\$1,969,169	\$384,464	\$1,746,676
Less Farebox	\$161,970	\$0	\$0	\$161,970
<b>Net Operating (Operating – Farebox)</b>	<b>\$3,938,339</b>	<b>\$1,969,169</b>	<b>\$384,464</b>	<b>\$1,584,706</b>
<b>Total Budget(Total Capital + Net Operating)</b>	<b>\$5,475,179</b>	<b>\$3,230,193</b>	<b>\$384,464</b>	<b>\$1,860,522</b>

#### Notice of Public Hearing

Prior to submission of the Program of Projects to the Federal Transit Administration and the Texas Department of Transportation, the Amarillo City Council will conduct a public hearing on Tuesday, July 19, 2016 at 5:00pm. The hearing will be held in the City Council Chambers, Room 302, City Hall, 509 SE 7<sup>th</sup> Ave, Amarillo, Texas. The purpose of the public hearing will be to afford citizens the opportunity to discuss the fiscal year 2016 - 2017 Program of Projects and the performance of the Amarillo City Transit system. Unless there is an objection regarding the above proposed transit improvements, this notice will serve as the Final Notice of the fiscal year 2016 - 2017 Program of Projects.

#### Title VI Notice

##### The City of Amarillo, Texas

##### Amarillo City Transit

The City of Amarillo operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Amarillo.

For more information on the City of Amarillo's civil rights program and the procedures to file a complaint contact, Judy Phelps at 806-378-6842, (TTY 806-372-6234), email [judy.phelps@amarillo.gov](mailto:judy.phelps@amarillo.gov) or visit the administrative offices at 801 SE 23<sup>rd</sup> Street, Amarillo, Texas 79105. The Transit Department offices are located on Route 4 with a bus stop at the front door of the office. For more information, visit [www.amarillo.gov](http://www.amarillo.gov).

The City of Amarillo - Amarillo City Transit hereby certifies that, as a condition of receiving Federal financial assistance, it will ensure that: No person on the basis of race, color, or national origin will be subjected to discrimination in the level and quality of transportation services and transit-related benefits.

Interested parties are hereby afforded the opportunity to comment on the performance of Amarillo City Transit, request additional information on Amarillo City Transit's nondiscrimination obligations or file a complaint. Written comments may be submitted to the Deputy City Manager, P.O. Box 1971, Amarillo, Texas 79105. A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil rights, Attention: Title VI Program Coordinator, East Building, 5th Floor – TCR, 1200 New Jersey Ave., SE, Washington DC 20590.

#### Limited English Proficiency

If information is needed in another language, contact 806-378-6842. This information is available free of any charge. You will also find Title VI information in other languages at [www.amarillo.gov](http://www.amarillo.gov). Amarillo City Transit has a limited English Proficiency Plan where Amarillo City Transits information in other languages is made available at no cost. Should you desire this information, you may contact Judy Phelps at (806) 378-6842 or [judy.phelps@amarillo.gov](mailto:judy.phelps@amarillo.gov).

Si requiere que se le proporcione información en un idioma distinto al inglés, contacte al 806-378-6842. Esta información está disponible libre de cualquier cargo. También podrá encontrar información del Título VI en otros idiomas en [www.amarillo.gov](http://www.amarillo.gov). El Sistema de Tránsito de Amarillo City tiene un plan de asistencia para personas con limitaciones en el idioma inglés por medio del cual el Departamento de Tránsito de la Ciudad de Amarillo proporciona información en otros idiomas sin costo alguno. Si desea más información, contacte con Judy Phelps al (806) 378-6842 o a [judy.phelps@amarillo.gov](mailto:judy.phelps@amarillo.gov).

Nếu cần thông tin bằng một ngôn ngữ khác, vui lòng liên hệ 806-378-6842 Thông tin này hoàn toàn miễn phí. Bạn cũng có thể tìm thấy thông tin về điều luật số VI tại trang web: [www.amarillo.gov](http://www.amarillo.gov). Công ty Vận Tải Nội Thành Amarillo có Chương Trình dành cho Người Không Thông Thoại Tiếng Anh, trong đó thông tin miễn phí về Công ty Vận Tải Nội Thành Amarillo bằng các ngôn ngữ khác Nếu cần thông tin, bạn có thể liên hệ với Judy Phelps số (806) 378-6842 hoặc email [judy.phelps@amarillo.gov](mailto:judy.phelps@amarillo.gov).

#### Accessibility Statement

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (SE 7<sup>th</sup> 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 for a sign or other language interpreter must make a request with the City Secretary two business days before the meeting, by telephoning 378-3013, or the City TDD telephone number at 378-4229.

# Amarillo City Council Agenda Transmittal Memo



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<b>Meeting Date</b>	July 19,2016	<b>Council Priority</b>	N/A
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<b>Department</b>	Fire Ops
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## Agenda Caption

Award of Fire Fighting Clothing Annual Contract to DACO Fire Equipment Co. Inc -- \$149,890

This award is to approve an annual contract for the purchase of NFPA 1971 Structural Firefighting Clothing also know as turn out gear.

This contract will allow the Amarillo Fire Department to purchase firefighting garments on an as needed basis. In addition, the contract will provide repair,maintenance, and cleaning fees for seven years.

## Agenda Item Summary

Award of Fire Fighting Clothing Annual Contract for protective garments worn by firefighters while performing emergency operations.

## Requested Action

Consider approval and Award of Fire Fighting Clothing Annual Contract to DACO Fire Equipment CO Inc.

## Funding Summary

Funding for this award is available in the Clothing and PPE account 1920.51300

## Community Engagement Summary

N/A

## Staff Recommendation

City staff is recommending approval and award of the contract.

Bid No. 5445 FIRE FIGHTING CLOTHING ANNUAL CONTRACT  
 Opened 4:00 p.m. June 16, 2016

To be awarded as one lot	DACO FIRE EQUIPMENT CO INC			ARTESIA FIRE EQUIPMENT	LION APPAREL INC
Line 1 Fire coats bunker coats PBI structural fire fighting protective coats, per specifications 50 ea	Unit Price	\$1,327.000	\$1,499.000	\$1,658.000	
	Extended Price		66,350.00	74,950.00	82,900.00
Line 2 Fire pants bunker pants PBI structural fire fighting protective pants, per specifications 50 ea	Unit Price	\$842.000	\$948.000	\$1,053.000	
	Extended Price		42,100.00	47,400.00	52,650.00
Line 3 Clothing maintenance and repair, per specifications 7 ea	Unit Price	\$5,920.000	\$5,920.000	\$5,920.000	
	Extended Price		41,440.00	41,440.00	41,440.00
	Bid Total		149,890.00	163,790.00	176,990.00
Award by Vendor			149,890.00		

# Amarillo City Council

## Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Long-term Plan for Infrastructure Initiative
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<b>Department</b>	1415 Capital Projects & Development Services
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### Agenda Caption

Award –Water Main Relocations at I-40 and Ross Street:  
Roberts Ditching JOB # 523079 - \$101,022.50

Award –Water Main Extension at Paramount Boulevard and 26<sup>th</sup> Avenue:  
Roberts Ditching JOB # 523080 - \$97,411.71

Award Combined Project Cost of \$198,434.21

This item is to award JOB # 523079 Water Main Relocations at I-40 and Ross Street and JOB #523080 Water Main Extensions at Paramount Boulevard and 26<sup>th</sup> Avenue.

### Agenda Item Summary

The Relocation of Water Main at I-40 and Ross St and a Water Main Extension at Paramount Blvd and 26th Ave. The relocation of the Water Main at I-40 and Ross Street is required by Texas Department of Transportation for future state project. TxDOT will reimburse the City 100% of the actual construction cost of this project per the Standard Utility Agreement. The Water Main Extension at Paramount Blvd to provide better water service for current and future water demands.

### Requested Action

Consider approval and award to Roberts Ditching.

### Funding Summary

Funding is available in these projects.

Job# 523079 I-40 & Ross: Funds are available in the project budget and will be 100% reimbursed by TxDOT.

Job # 523080 Paramount & 26<sup>th</sup> Avenue: Funding is available in the project budget.

### Community Engagement Summary

These projects will be a high impact on the neighborhoods around I-40 & Ross Street and Paramount Boulevard and 26<sup>th</sup> Avenue. City staff will continually update the public with press releases and public announcements through social media before and during the project. Message boards will inform

Bid No. 5442 Water Distribution Improvements: Water Main Relocations at I-40 and Ross St; Water Main Extension at Paramount Blvd and 26th Ave  
 Opened 4:00 p.m., June 23, 2016

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>PROJECT NO. 523079 - Water Main Relocations at I-40 and Ross St</b>				
Line 1 Furnish and Install Six (6") Inch Water Pipe, per specifications				
89 LF				
Unit Price	\$32.500	\$26.00	\$50.000	\$28.00
Extended Price		2,892.50	2,314.00	4,450.00
				2,492.00
Line 2 Furnish and Install Six Inch (6") Restrained Joint Water Pipe by HDD, Complete, per specifications				
133 LF				
Unit Price	\$40.000	\$58.00	\$110.000	\$50.75
Extended Price		5,320.00	7,714.00	14,630.00
				6,749.75
Line 3 Furnish and Install Eight (8") Inch Water Pipe, Complete, per specifications				
12 LF				
Unit Price	\$40.000	\$59.00	\$115.000	\$84.00
Extended Price		480.00	708.00	1,380.00
				1,008.00
Line 4 Furnish and Install AWWA C153 SSB-DI Fittings, Complete, per specifications				
1 Ton				
Unit Price	\$10,488.000	\$5,085.00	\$6,800.000	\$2,295.50
Extended Price		10,488.00	5,085.00	6,800.00
				2,295.50

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 5 Furnish and Install Six (6") MJ Gate Valve, Complete, per specifications</b>				
6 ea				
Unit Price	\$1,300.000	\$1,180.00	\$1,300.000	\$1,205.00
Extended Price	7,800.00	7,080.00	7,800.00	7,230.00
<b>Line 6 Furnish and Install Eight (8") MJ Gate Valve, Complete, per specifications</b>				
1 ea				
Unit Price	\$2,100.000	\$1,644.00	\$1,600.000	\$1,700.00
Extended Price	2,100.00	1,644.00	1,600.00	1,700.00
<b>Line 7 Furnish and Install Six Inch (6") MJ Flex Adapter, Complete, per specifications</b>				
2 ea				
Unit Price	\$400.000	\$223.00	\$800.000	\$305.20
Extended Price	800.00	446.00	1,600.00	610.40
<b>Line 8 Furnish and Install Standard Fire Hydrant, Complete, per specifications</b>				
2 ea				
Unit Price	\$3,500.000	\$2,494.00	\$2,800.000	\$2,379.00
Extended Price	7,000.00	4,988.00	5,600.00	4,758.00
<b>Line 9 Furnish and Install Deep Bury Fire Hydrant, Complete, per specifications</b>				
1 ea				
Unit Price	\$4,200.000	\$3,527.00	\$3,100.000	\$3,395.00
Extended Price	4,200.00	3,527.00	3,100.00	3,395.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 10 Furnish and Install concrete Blocking, Complete, per specifications</b>				
5 CY				
Unit Price	\$150.000	\$237.00	\$400.000	\$218.00
Extended Price	750.00	1,185.00	2,000.00	1,090.00
<b>Line 11 Tie into Existing Water Main, Complete, per specifications</b>				
4 ea				
Unit Price	\$1,100.000	\$620.00	\$780.000	\$1,885.00
Extended Price	4,400.00	2,480.00	3,120.00	7,540.00
<b>Line 12 Furnish, Install, and Remove Six Inch (6") Temporary Line Stop, Complete per specifications</b>				
2 ea				
Unit Price	\$5,650.000	\$5,190.00	\$3,500.000	\$4,796.00
Extended Price	11,300.00	10,380.00	7,000.00	9,592.00
<b>Line 13 Furnish, Install and Remove Eight (8") Temporary Line Stop, Complete, per specifications</b>				
2 ea				
Unit Price	\$6,500.000	\$5,747.00	\$3,800.000	\$5,886.00
Extended Price	13,000.00	11,494.00	7,600.00	11,772.00
<b>Line 14 Plug and Abandon Water main with Concrete, Complete, per specifications</b>				
5 ea				
Unit Price	\$200.000	\$176.00	\$500.000	\$131.00
Extended Price	1,000.00	880.00	2,500.00	655.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 15 Remove Existing Fittings and Valves, Complete, per specifications</b>				
6 ea				
Unit Price	\$400.000	\$20.00	\$500.000	\$165.00
Extended Price	2,400.00	120.00	3,000.00	990.00
<b>Line 16 Remove and Salvage Existing Fire Hydrant, Complete, per specifications</b>				
2 ea				
Unit Price	\$300.000	\$15.00	\$400.000	\$165.00
Extended Price	600.00	30.00	800.00	330.00
<b>Line 17 Furnish and Install One (1") Water Tap and Reconnect Service Line, Complete, per specifications</b>				
1 ea				
Unit Price	\$1,300.000	\$1,021.00	\$4,000.000	\$1,094.00
Extended Price	1,300.00	1,021.00	4,000.00	1,094.00
<b>Line 18 Remove and Replace 6" Concrete Base Paving with 6" x 6" - W2.9 x W2.9 Wire mesh including Sawcuts, Complete, per specifications</b>				
25 sy				
Unit Price	\$70.000	\$82.00	\$100.000	\$183.00
Extended Price	1,750.00	2,050.00	2,500.00	4,575.00
<b>Line 19 Furnish &amp; Install Two-Inch (2") Hot-Mix Asphaltic Concrete Paving, Complete, per specifications</b>				
39 sy				
Unit Price	\$70.000	\$41.00	\$80.000	\$152.00
Extended Price	2,730.00	1,599.00	3,120.00	5,928.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
Line 20 Remove and Replace Six (6") Inch concrete Paving with No. 4 Bars at 12" Center Each Way including saw cuts as necessary, Complete, per specifications				
18 sy				
Unit Price	\$215.000	\$84.00	\$200.000	\$218.00
Extended Price	3,870.00	1,512.00	3,600.00	3,924.00
Line 21 Remove & Replace Concrete Sidewalk, Complete, per specifications				
10 sy				
Unit Price	\$100.000	\$109.00	\$150.000	\$207.00
Extended Price	1,000.00	1,090.00	1,500.00	2,070.00
Line 22 Remove and Replace Existing Concrete Curb and Gutter, Complete, per specifications				
68 lf				
Unit Price	\$20.000	\$35.00	\$40.000	\$68.00
Extended Price	1,360.00	2,380.00	2,720.00	4,624.00
Line 23 Remove and Replace Trees, Complete, per specifications				
1 ls				
Unit Price	\$2,000.000	\$5,852.00	\$1,800.000	\$2,180.00
Extended Price	2,000.00	5,852.00	1,800.00	2,180.00
Line 24 Furnish and Install Grass Sodding, Complete, per specifications				
160 sy				
Unit Price	\$3.000	\$16.00	\$8.000	\$12.25
Extended Price	480.00	2,560.00	1,280.00	1,960.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
Line 25 Furnish and Install Flowable fill, Complete, per specifications				
73 CY				
Unit Price	\$100.000	\$98.00	\$89.350	\$62.15
Extended Price	7,300.00	7,154.00	6,522.55	4,536.95
Line 26 Furnish, Install and Maintain Trench Safety System complying with OSHS Rules and Regulations,				
101 lf				
Unit Price	\$2.000	\$20.00	\$1.000	\$55.00
Extended Price	202.00	2,020.00	101.00	5,555.00
Line 27 Furnish, Install and Maintain Temporary Erosion, Sediment, and Water Pollution control Measures in Compliance with Federal, State, and Local Requirements, Complete, per specifications				
1 ls				
Unit Price	\$500.000	\$224.00	\$250.000	\$1,635.00
Extended Price	500.00	224.00	250.00	1,635.00
Line 28 Furnish, Install, and Maintain Traffic Safety and Control System, as per plans and Specifications and				
1 ls				
Unit Price	\$1,500.000	\$5,484.00	\$11,000.000	\$2,500.00
Extended Price	1,500.00	5,484.00	11,000.00	2,500.00
Line 29 Mobilization/Demobilization including Insurance, Payment Bond, Performance Bond, maintenance bond and Related Ancillary Costs, Complete, per specifications				
1 ls				
Unit Price	\$2,500.000	\$4,092.00	\$1,000.000	\$15,800.00
Extended Price	2,500.00	4,092.00	1,000.00	15,800.00
Bid Total for Project 523079	101,022.50	97,113.00	112,373.55	118,589.60
Award to Vendor	101,022.50			

**PROJECT NO. 523080 - Water Main Extension at Paramount Blvd and 26th Ave**

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 1 Furnish and Install Six (6") Inch Water Pipe, Complete, per specifications</b>				
291 lf				
Unit Price	\$32.500	\$24.00	\$85.000	\$23.00
Extended Price	9,457.50	6,984.00	24,735.00	6,693.00
<b>Line 2 Furnish and Install Six Inch (6") Restrained Joint Water Pipe by HDD, Complete, per specifications</b>				
657 lf				
Unit Price	\$36.000	\$55.00	\$60.000	\$46.00
Extended Price	23,652.00	36,135.00	39,420.00	30,222.00
<b>Line 3 Furnish and Install AWWA C153 SSB-DI Fittings, Complete, per specifications</b>				
1 Ton				
Unit Price	\$2,325.210	\$1,564.00	\$4,500.000	\$1,885.00
Extended Price	2,325.21	1,564.00	4,500.00	1,885.00
<b>Line 4 Furnish and Install Six (6") MJ Gate Valve, Complete, per specifications</b>				
4 ea				
Unit Price	\$1,300.000	\$1,180.00	\$1,300.000	\$1,186.00
Extended Price	5,200.00	4,720.00	5,200.00	4,744.00
<b>Line 5 Furnish and Install Standard Fire Hydrant, Complete per specifications</b>				
1 ea				
Unit Price	\$3,500.000	\$2,494.00	\$2,800.000	\$2,351.00
Extended Price	3,500.00	2,494.00	2,800.00	2,351.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 6 Furnish and Install concrete Blocking, Complete, per specifications</b>				
1 cy				
Unit Price	\$250.000	\$237.00	\$400.000	\$763.00
Extended Price	250.00	237.00	400.00	763.00
<b>Line 7 Tie into Existing Water Main, Complete, per specifications</b>				
2 ea				
Unit Price	\$1,100.000	\$326.00	\$780.000	\$1,635.00
Extended Price	2,200.00	652.00	1,560.00	3,270.00
<b>Line 8 Plug and Abandon Water Main with Concrete, Complete, per specifications</b>				
1 ea				
Unit Price	\$200.000	\$176.00	\$500.000	\$109.00
Extended Price	200.00	176.00	500.00	109.00
<b>Line 9 Remove Existing Fittings and Valves, Complete, per specifications</b>				
1 ea				
Unit Price	\$200.000	\$56.00	\$500.000	\$109.00
Extended Price	200.00	56.00	500.00	109.00
<b>Line 10 Furnish and Install Two Inch (2") Service Tap, Complete, per specifications</b>				
2 ea				
Unit Price	\$1,400.000	\$1,465.00	\$2,100.000	\$1,224.00
Extended Price	2,800.00	2,930.00	4,200.00	2,448.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 11 Remove and Replace 6" Concrete Base Paving with 6" x 6" - W2.9 x W2.9 Wire Mesh including Sawcuts, Complete, per specifications</b>				
253 sy				
Unit Price	\$60.000	\$84.00	\$70.000	\$164.00
Extended Price	15,180.00	21,252.00	17,710.00	41,492.00
<b>Line 12 Furnish &amp; Install Two-Inch (2") Hot-Mix Asphaltic concrete Paving, Complete per specifications</b>				
253 sy				
Unit Price	\$60.000	\$41.00	\$30.000	\$136.00
Extended Price	15,180.00	10,373.00	7,590.00	34,408.00
<b>Line 13 Remove and Replace six (6") Inch concrete Paving with No 4 Bars at 12" Center Each Way including saw cuts as necessary, Complete, per specifications</b>				
7 sy				
Unit Price	\$215.000	\$84.00	\$200.000	\$222.00
Extended Price	1,505.00	588.00	1,400.00	1,554.00
<b>Line 14 Remove &amp; Replace Standard Concrete Apron, including saw cuts as necessary, Complete, per specifications</b>				
54 sy				
Unit Price	\$120.000	\$115.00	\$50.000	\$195.00
Extended Price	6,480.00	6,210.00	2,700.00	10,530.00
<b>Line 15 Remove and Replace Existing Concrete Curb and Gutter, Complete, per specifications</b>				
15 lf				
Unit Price	\$40.000	\$33.00	\$40.000	\$80.00
Extended Price	600.00	495.00	600.00	1,200.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
<b>Line 16 Remove &amp; Replace Concrete Sidewalk, Complete, per specifications</b>				
3 sy				
Unit Price	\$200.000	\$103.00	\$150.000	\$263.00
Extended Price	600.00	309.00	450.00	789.00
<b>Line 17 Remove and Replace Existing ADA Sidewalk Ramp per City Standards, including all materials, labor and sawcuts as necessary, Complete, per specifications</b>				
1 ea				
Unit Price	\$1,500.000	\$2,115.00	\$1,200.000	\$654.00
Extended Price	1,500.00	2,115.00	1,200.00	654.00
<b>Line 18 Furnish, Install and Maintain Trench Safety System Complying with OSHA Rules and Regulations, Complete, per specifications</b>				
291 lf				
Unit Price	\$2.000	\$7.00	\$1.000	\$1.00
Extended Price	582.00	2,037.00	291.00	291.00
<b>Line 19 Furnish, Install and Maintain Temporary Erosion, Sediment, and Water Pollution control Measures in Compliance with Federal, State, and Local Requirement, Complete, per specifications</b>				
1 ls				
Unit Price	\$500.000	\$679.00	\$250.000	\$1,600.00
Extended Price	500.00	679.00	250.00	1,600.00
<b>Line 20 Furnish, Install and Maintain Traffic Safety and control System, as per Plans and Specifications and</b>				
1 ls				
Unit Price	\$3,000.000	\$5,484.00	\$10,000.000	\$2,500.00
Extended Price	3,000.00	5,484.00	10,000.00	2,500.00

To be awarded as one lot	Roberts Ditching	LA Fuller & Sons Construction LTD	Amarillo Utility Contractors	High Plains Contractors
Line 21 Mobilization/Demobilization including Insurance, Payment Bond, Performance Bond, Maintenance Bond and Related Ancillary Costs, Complete, per specifications				
1 ls				
Unit Price	\$2,500.000	\$4,092.00	\$1,000.000	\$17,985.00
Extended Price	2,500.00	4,092.00	1,000.00	17,985.00
Bid Total for Project 523080	97,411.71	109,582.00	127,006.00	165,597.00
Bid Total	198,434.21	206,695.00	239,379.55	284,186.60
Award to vendor	198,434.21			

# Amarillo City Council Agenda Transmittal Memo



C

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Infrastructure Initiative
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<b>Department</b>	Capital Projects & Development Engineering
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**Agenda Caption**

Award of Contract: TxDOT Standard Utility Agreement for participation in Job #523079: Water Main Relocation at I-40 and Ross.

**Agenda Item Summary**

Award of Contract – TxDOT Standard Utility Agreement for participation.

**Requested Action**

Consider and approval of Agreement

**Funding Summary**

Funding is available in Job # 523079. Actual construction cost of this project will be reimbursed 100% by TxDOT per this agreement.

**Community Engagement Summary**

N/A

**Staff Recommendation**

City Staff is recommending approval.

## STANDARD UTILITY AGREEMENT

District: 04-Amarillo  
Federal Project No.: NH 1602(189)  
ROW CSJ: 0275-01-193  
Highway Project Letting Date: June 2016

U-Number: **U14745**  
County: Potter  
Highway: IH 40  
From: 0.15 Miles West of Washington Street  
To: Nelson Street

This Agreement by and between the State of Texas, acting by and through the Texas Transportation Commission, ("**State**"), and City of Amarillo, ("**Utility**"), acting by and through its duly authorized representative, shall be effective on the date of approval and execution by and on behalf of the **State**.

**WHEREAS**, the **State** has deemed it necessary to make certain highway improvements as designated by the **State** and approved by the Federal Highway Administration within the limits of the highway as indicated above;

**WHEREAS**, the proposed highway improvements will necessitate the adjustment, removal, and/or relocation of certain facilities of **Utility** as indicated in the following statement of work: Water Main relocations at IH40 and Ross Street, from Station 1036+74 to 1046+50 ; and more specifically shown in **Utility's** plans, specifications and estimated costs, which are attached hereto as Attachment "A".

**WHEREAS**, the **State** will participate in the costs of the adjustment, removal, and/or relocation of certain facilities to the extent as may be eligible for State and/or Federal participation.

**WHEREAS**, the **State**, upon receipt of evidence it deems sufficient, acknowledges **Utility's** interest in certain lands and/or facilities that entitle it to reimbursement for the adjustment, removal, and relocation of certain of its facilities located upon the lands as indicated in the statement of work above.

### NOW, THEREFORE, BE IT AGREED:

The **State** will pay to **Utility** the costs incurred in adjustment, removal, and/or relocation of **Utility's** facilities up to the amount said costs may be eligible for **State** participation.

All conduct under this agreement, including but not limited to the adjustment, removal and relocation of the facility, the development and reimbursement of costs, any environmental requirements, and retention of records will be in accordance with all applicable federal and state laws, rules and regulations, including, without limitation, the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, 42 U.S.C. §§ 4601, et seq., the National Environmental Policy Act, 42 U.S.C. §§ 4231, et seq., the Buy America provisions of 23 U.S.C. § 313 and 23 CFR 635.410, the Utility Relocations, Adjustments, and Reimbursements provisions of 23 CFR 645, Subpart A, and with the Utility Accommodation provisions of 23 CFR 645, Subpart B. **Utility** shall supply, upon request by the **State**, proof of compliance with the aforementioned laws, rules and regulations prior to the commencement of construction.

The **Utility** agrees to develop relocation or adjustment costs by accumulating actual direct and related indirect costs in accordance with a work order accounting procedure prescribed by **State**, or may, with the **State's** approval, accumulate actual direct and related indirect costs in accordance with an established accounting procedure developed by **Utility**. Bills for work hereunder will be submitted to **State** not later than 90 days after completion of the work.

When requested, the **State** will make intermediate payments at not less than monthly intervals to **Utility** when properly billed and such payments will not exceed 90 percent (90%) of the eligible cost as shown in each such billing. Intermediate payments shall not be construed as final payment for any items included in the intermediate payment.

\_\_\_\_\_  
Initial      Date  
TxDOT

\_\_\_\_\_  
Initial      Date  
Utility

Alternatively, **State** agrees to pay **Utility** an agreed lump sum of \$N/A as supported by the attached estimated costs. The **State** will, upon satisfactory completion of the adjustments, removals, and/or relocations and upon receipt of a final billing, make payment to **Utility** in the agreed amount.

Upon execution of this agreement by both parties hereto, the **State** will, by written notice, authorize the **Utility** to perform such work diligently, and to conclude said adjustment, removal, or relocation by the stated completion date. The completion date shall be extended for delays caused by events outside **Utility's** control, including an event of Force Majeure, which shall include a strike, war or act of war (whether an actual declaration of war is made or not), insurrection, riot, act of public enemy, accident, fire, flood or other act of God, sabotage, or other events, interference by the **State** or any other party with **Utility's** ability to proceed with the relocation, or any other event in which **Utility** has exercised all due care in the prevention thereof so that the causes or other events are beyond the control and without the fault or negligence of **Utility**.

The **State** will, upon satisfactory completion of the relocation or adjustment and upon receipt of final billing prepared in an approved form and manner, make payment in the amount of 90 percent (90%) of the eligible costs as shown in the final billing prior to audit and after such audit shall make an additional final payment totaling the reimbursement amount found eligible for **State** reimbursement.

This agreement in its entirety consists of the following elements:

1. Standard Utility Agreement;
2. Plans, Specifications, and Estimated Costs (Attachment "A");
3. Utility's Accounting Method (Attachment "B");
4. Utility's Schedule of Work and Estimated Date of Completion (Attachment "C");
5. Statement Covering Contract Work – ROW-U-48 (Attachment "D");
6. Eligibility Ratio (Attachment "F");
7. Betterment Calculation and Estimates (Attachment "G");
8. Proof of Property Interest – ROW-U-1A, ROW-U-1B, or ROW-U-1C (Attachment "H");
9. Inclusion in Highway Construction Contract (if applicable) (Attachment "I"); and
10. ~~Utility Joint Use Acknowledgment - ROW-U-JUA and/or Utility Installation Request - Form 1082 (Attachment "E")~~

*initial here*

All attachments are included herein as if fully set forth from the statement of work contained in this agreement. The **State** will reimburse the **Utility** for the costs covered by a modification or amendment of the agreement approved by the **State and Utility**.

This agreement is subject to cancellation by the **State**. The **State** has been authorized and that such cancellation will be reviewed and reimbursed by the **State** for eligible costs. The **State** will review and reimburse the **Utility** for eligible costs under this Agreement.

The State Auditor may conduct an audit or investigate this contract or indirectly through a subcontract under this contract or indirectly through a subcontract under this contract, under the direction of the Legislative Audit Committee with those funds. An entity that is the subject of an audit or investigation of the state auditor considers access to any information the state auditor considers confidential.

The **Utility** by execution of this agreement does not waive the **Utility's** rights under the limits of the law.

It is expressly understood that the **Utility** conducts its business. **TxDOT** makes no warranties or representations regarding the right of way.



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CROSS OUT LINE 10 & INITIAL

AS PER RANDY SMITH, TXDOT  
806-356-3381

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Initial \_\_\_\_\_ Date \_\_\_\_\_  
TxDOT

Initial \_\_\_\_\_ Date \_\_\_\_\_  
Utility

The signatories to this agreement warrant that each has the authority to enter into this agreement on behalf of the party represented.

**UTILITY**

Utility: City of Amarillo  
*Name of Utility*

By: \_\_\_\_\_  
*Authorized Signature*

Bob Cowell  
*Print or Type Name*

Title: Deputy City Manager

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

**EXECUTION RECOMMENDED:**

\_\_\_\_\_  
Director of TP&D, Amarillo District \*

<b>THE STATE OF TEXAS</b>	
Executed and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.	
By:	_____ District Engineer, Amarillo District **
Date:	_____

\* For locally-executed agreements, ROW Administrator recommends execution; otherwise District Engineer (or designee) .  
\*\* For locally-executed agreements, District Engineer (or designee) approves and executes; otherwise ROW Division Director.

Initial      Date  
TxDOT

Initial      Date  
Utility

**City of Amarillo (Water)  
IH-40**

From: 0.15 Miles West of Washington Street  
To: Nelson Street

ROW CSJ: 0275-01-193  
CCSJ: 0275-01-177, Etc.  
Potter County  
U-Number: U14745

**COVER SHEET  
for  
Vicinity Map**



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Infrastructure
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<b>Department</b>	Planning
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### Agenda Caption

The following Aviation Clear Zone Easements are associated with the corresponding plats below:

- ACZ-13-14, being 3755' above mean sea level above the plat of Fleet Addition Unit No. 4
- ACZ-13-16, being 3800' above mean sea level above the plat of Eastridge Unit No. 44
- ACZ-13-17, being 4900' above mean sea level above the plat of Tradewind Air Park Unit No. 20
- ACZ-14-01, being 4950' above mean sea level above the plat of Lonesome Dove Estates Unit No. 6
- ACZ-14-03, being 4300' above mean sea level above the plat of South Haven Addition Unit No. 4
- ACZ-14-07, being 3755' above mean sea level above the plat of Klucsevsek Subdivision Unit No. 2
- ACZ-14-08, being 4600' above mean sea level above the plat of South Georgia Place Unit No. 30
- ACZ-15-02, being 3755' above mean sea level above the plat of Centerport Addition Unit No. 6

### Agenda Item Summary

The above referenced Aviation Clear Zone Easements are being requested by the City of Amarillo and are associated with the corresponding plats stated above. These Easements were inadvertently excluded from the final processing of their associated approved plats in error.

### Requested Action

Planning and Legal Staff have reviewed the above mentioned Aviation Clear Zone Easements and the item is ready for City Council Consideration as a consent agenda item.

### Funding Summary

The above mentioned Easements are being granted to the City at no cost.

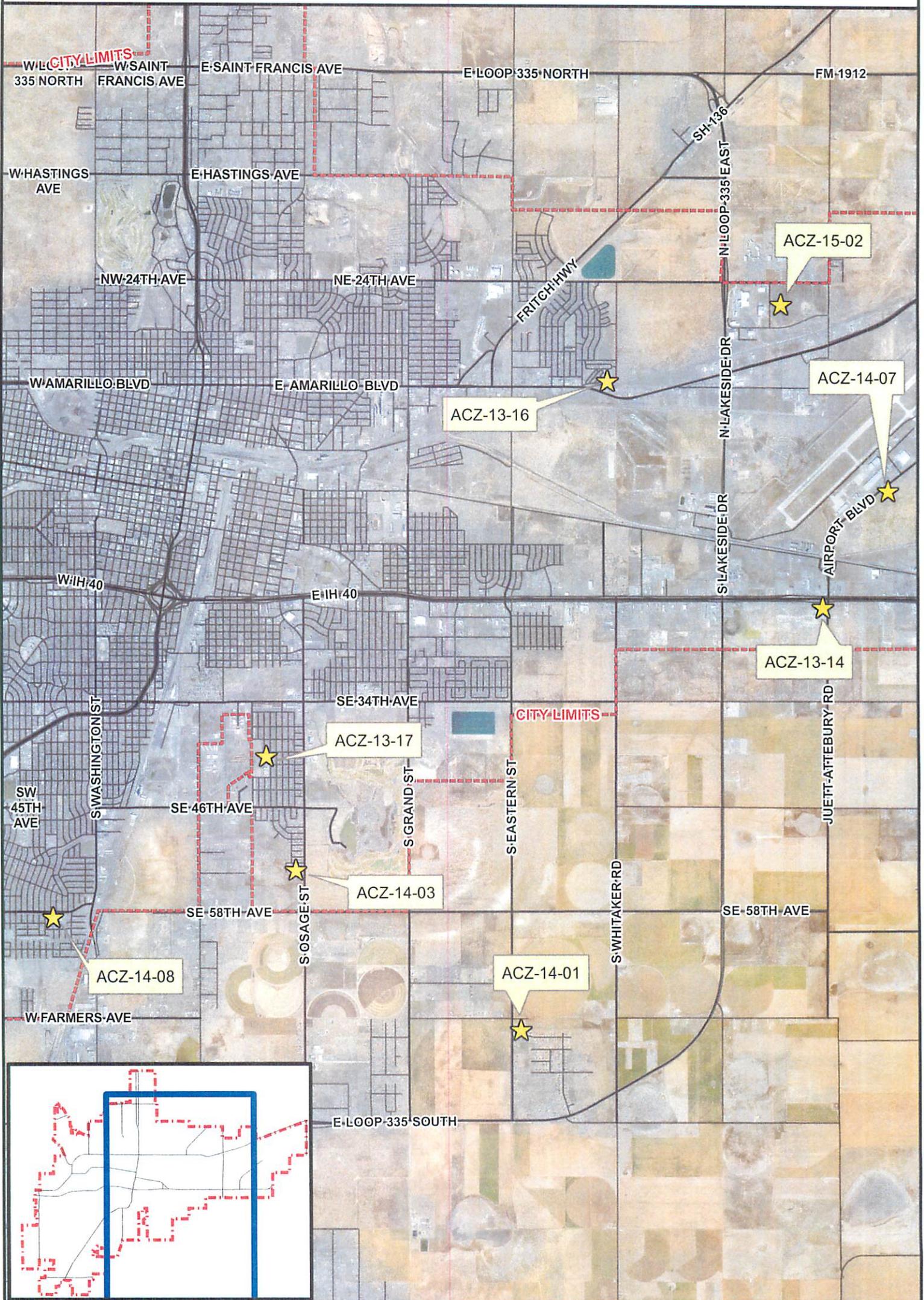
### Community Engagement Summary

N/A

### City Manager Recommendation

Staff recommends approval of the above mentioned Aviation Clear Zone Easements.

# AVIATION CLEAR ZONE EASEMENTS



## CITY OF AMARILLO PLANNING DEPARTMENT

Scale: 1" = 5900'  
Date: 7-12-16



The above referenced Aviation Clear Zone Easements are being requested by the City of Amarillo and are associated with approved plats:

- ACZ-13-14, being 3755' above MSL
- ACZ-13-16, being 3800' above MSL
- ACZ-13-17, being 4900' above MSL
- ACZ-14-01, being 4950' above MSL
- ACZ-14-03, being 4300' above MSL
- ACZ-14-07, being 3755' above MSL
- ACZ-14-08, being 4600' above MSL
- ACZ-15-02, being 3755' above MSL

# AVIATION CLEAR ZONE EASEMENT



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

Scale: 1" = 400'  
Date: 10-17-13  
Case No: ACZ-13-16



ACZ-13-16 Aviation Clear Zone Easement, being 3800 feet above mean sea level above the plat of P-13-71 Eastridge Unit No. 44, an addition to the City of Amarillo, being an unplatted tract of land in Section 104, Block 2, AB&M Survey, Potter County, Texas.

Developer: Matthias Baumuller

Surveyor: H O Hartfield

AP: R-10

# AVIATION CLEAR ZONE EASEMENT



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

Scale: 1" = 400'  
Date: 10-22-13  
Case No: ACZ-13-17



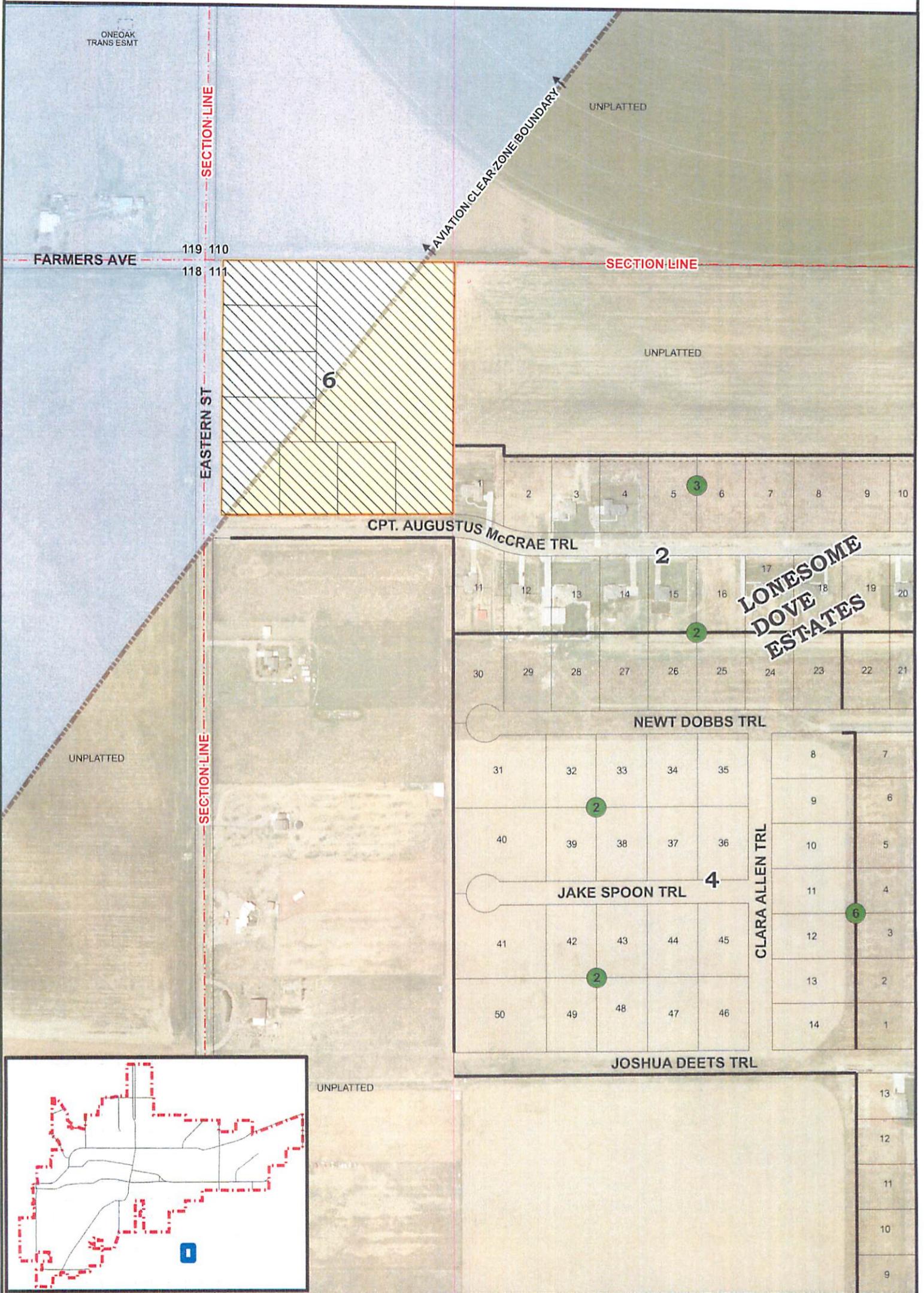
ACZ-13-17 Aviation Clear Zone Easement, being 4900 feet above mean sea level above the plat of Tradewind Air Park Unit No. 20, an addition to the City of Amarillo being a replat of a portion of Lots 1 and 2, Block 30, Tradewind Air Park Unit No. 8, in Section 153, Block 2, AB&M Survey, Randall County, Texas.

Developer: Perry Williams

Surveyor: H O Hartfield

AP: O-14

# EXHIBIT A



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

Scale: 1" = 400'  
Date: 2-14-14  
Case No: ACZ-14-01



ACZ-14-01 Aviation Clear Zone Easement, being 4,950 feet above mean sea level above the plat of Lonesome Dove Estates Unit No. 6, a suburban subdivision to the City of Amarillo being an unplatted tract of land in Section 111, Block 2, AB&M Survey, Randall County, Texas.

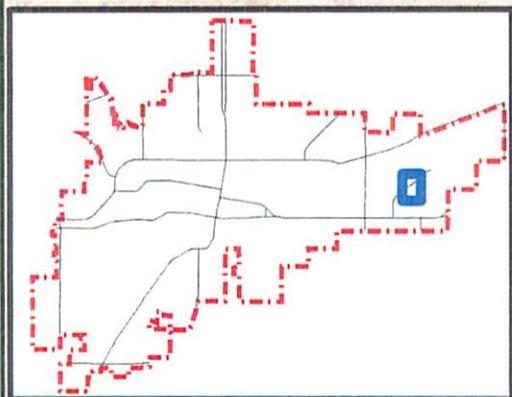
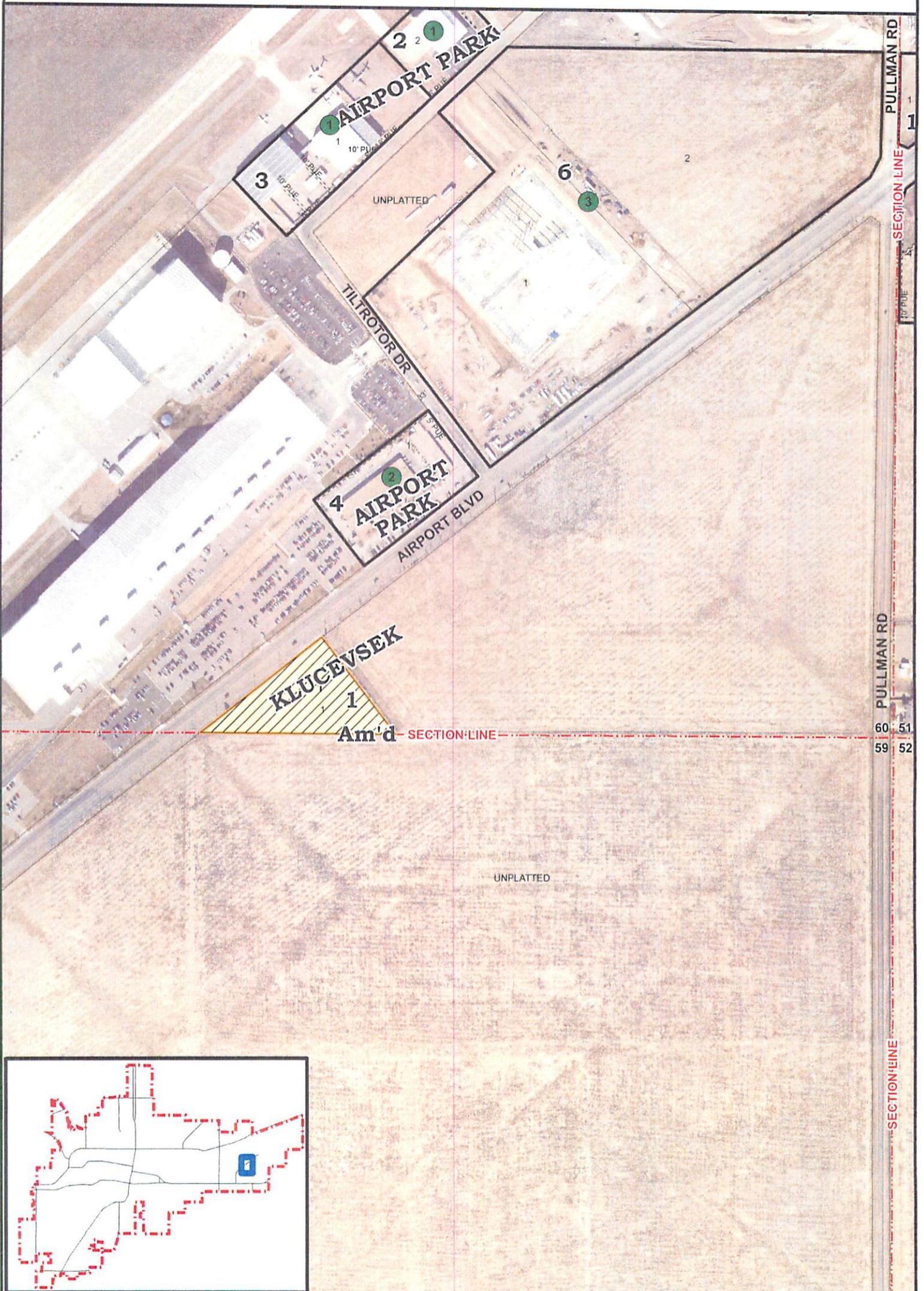
Developer: Baltazar Montoya

Vicinity: Hollywood Rd & Eastern St

AP: R-17



# AVIATION CLEAR ZONE EASEMENT



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

**Scale: 1" = 450'**  
**Date: 8-14-14**  
**Case No: ACZ-14-07**



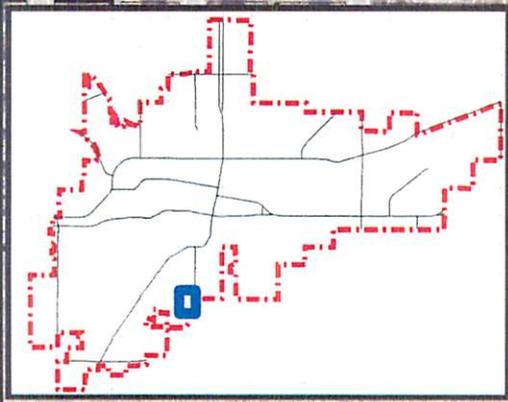
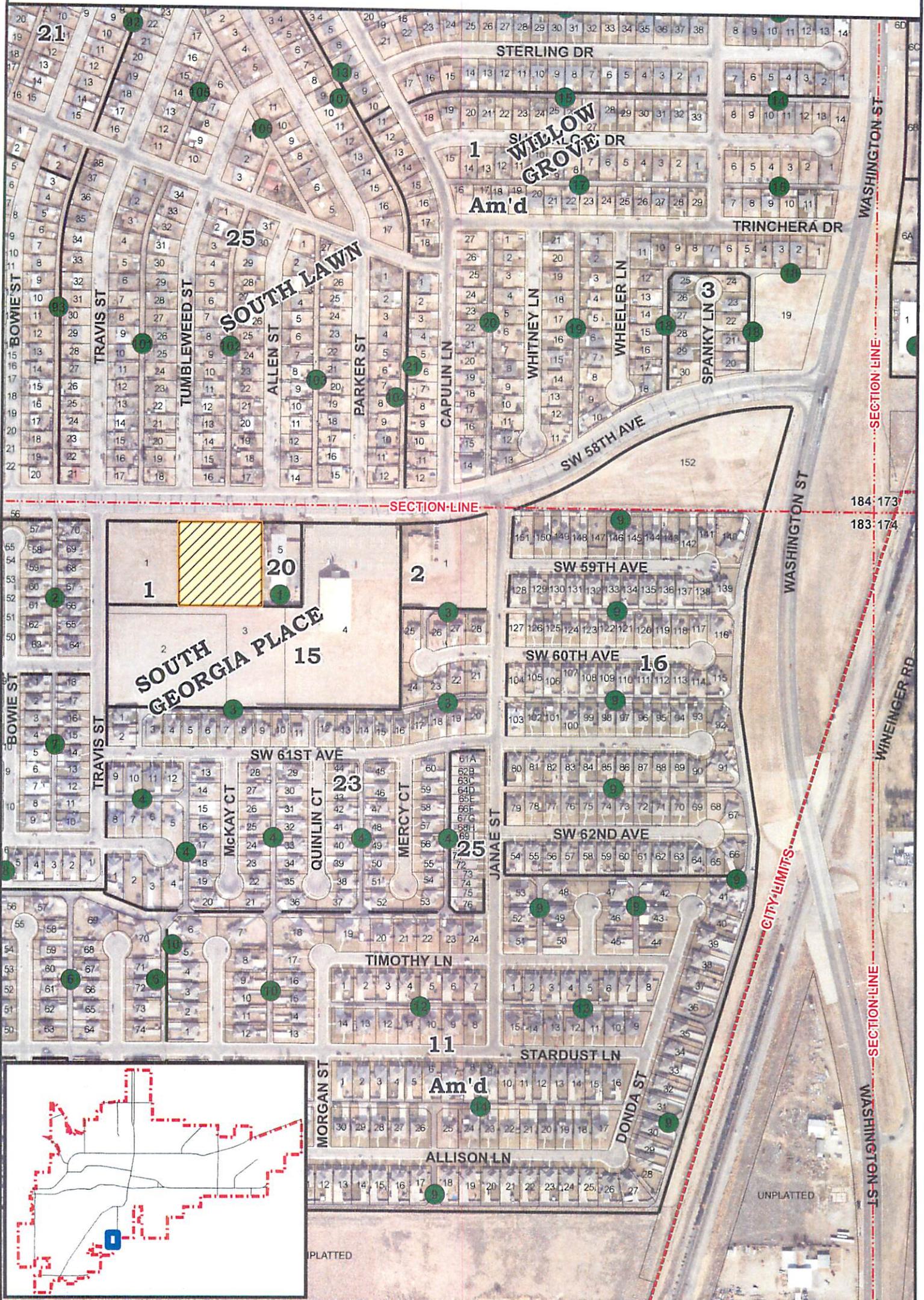
ACZ-14-07 Aviation Clear Zone Easement, being 3,755 feet above mean sea level above the plat of Klucevsek Subdivision Unit No. 2, out of Section 60, Block 2, AB&M Survey, Potter County, Texas.

Developer: Fred Heket

Vicinity: Airport Blvd & Pullman Rd

AP: U-11

# AVIATION CLEAR ZONE EASEMENT



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

ACZ-14-08 Aviation Clear Zone Easement, being 4,600 feet above mean sea level above the plat of South Georgia Place Unit No. 30, in Section 183, Block 2, AB&M Survey, Randall County, Texas.

Scale: 1" = 400'  
Date: 11-19-14  
Case No: ACZ-14-08

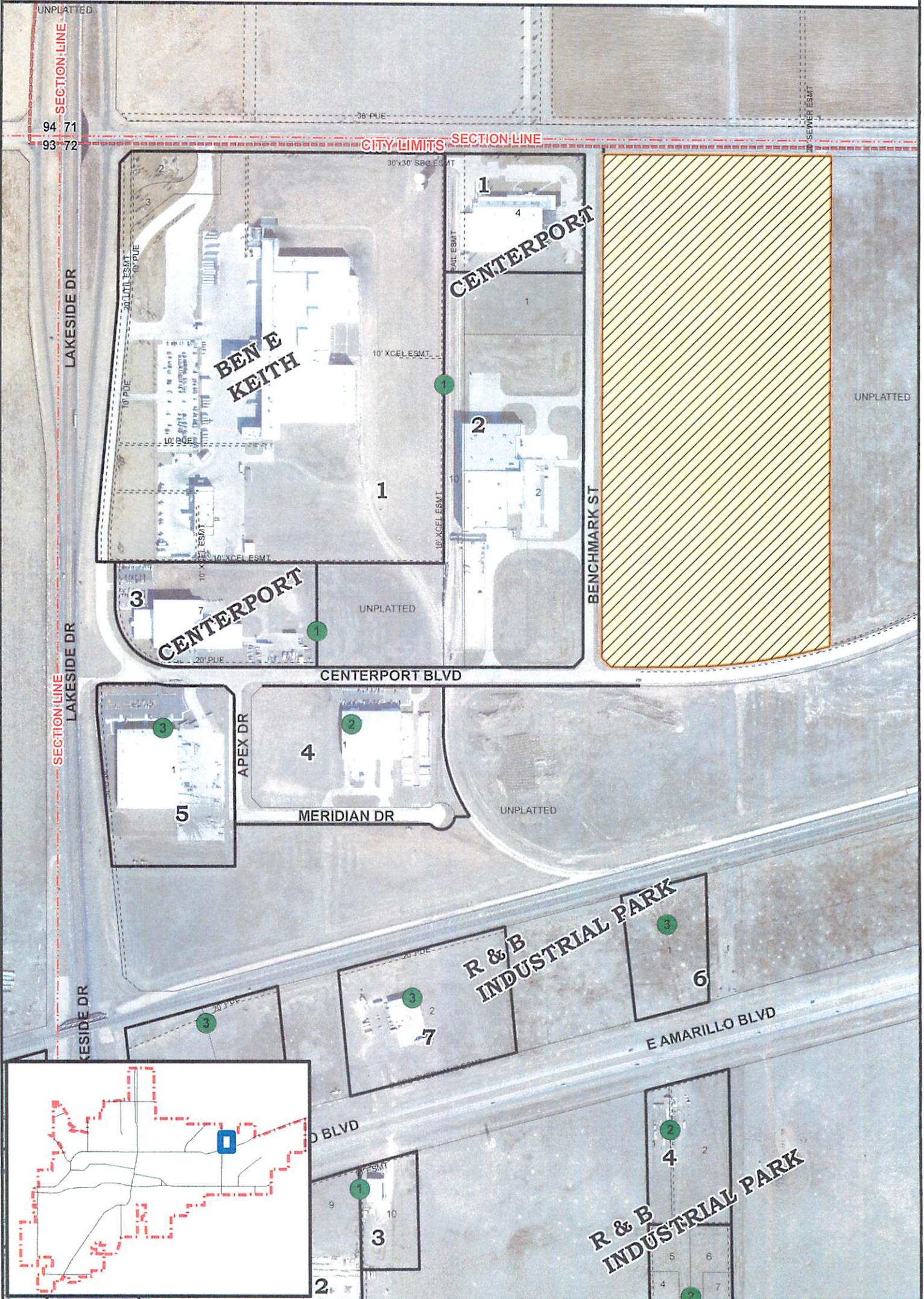


Developer: Nathan Simmons

Vicinity: SW 58th Ave & Travis St

AP: M-16

# AVIATION CLEAR ZONE EASEMENT



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

Scale: 1" = 500'  
Date: 10-28-15  
Case No: ACZ-15-02



ACZ-15-02 Aviation Clear Zone Easement, being 3,755 feet above mean sea level above the plat of Centerport Addition Unit No. 6, an addition to the City of Amarillo, being an unplatted tract of land out of Section 72, Block 2, AB&M Survey, Potter County, Texas.

Developer: Richard David

Vicinity: Benchmark St & Centerport Blvd

AP: T-10

# Amarillo City Council Agenda Transmittal Memo



E

<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Disadvantaged Areas
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<b>Department</b>	Planning
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## Agenda Caption

Approving a Interlocal Agreement for Neighborhood Planning funding between Potter County, Texas and the City of Amarillo, Texas.

## Agenda Item Summary

This Interlocal Agreement is made between the City of Amarillo and Potter County for Neighborhood Planning funding. The purpose of this Agreement is to facilitate planning and community development in certain neighborhoods within the city limits of Amarillo. This Agreement is necessary for the benefit of the public and to address the older distressed neighborhoods in Potter County.

## Requested Action

Planning and Legal Staff have reviewed the above Interlocal Agreement and recommend the City Council approve the item as submitted.

## Funding Summary

The City of Amarillo and Potter County have each dedicated \$75,000 from current revenues for general purposes stated in the attached Interlocal Agreement.

## 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 Interlocal Agreement.

**INTERLOCAL AGREEMENT  
FOR NEIGHBORHOOD PLANNING**

On this the \_\_\_\_ day of \_\_\_\_\_, 2016, POTTER COUNTY, TEXAS ("the County") and THE CITY OF AMARILLO, TEXAS ("the City"), the Parties, have entered into this Interlocal Agreement pursuant to Chapter 791 of the Texas Government Code to facilitate planning and community development in certain neighborhoods within the city limits of Amarillo.

1. **PUBLIC BENEFIT & PURPOSE.** The respective governing bodies of each party finds that the subject of this Agreement is necessary for the benefit of the public and to address the older distressed neighborhoods in Potter County; that each party has the legal authority to perform and to provide the government functions or services which is the subject matter of this Agreement; that the division of cost fairly compensates the parties for the services performed under this Agreement; and the performance of this Agreement is in the common interest of both parties.
2. **AREAS OF FOCUS.** The mutual planning will initially focus on the North Heights, the Barrio, and San Jacinto neighborhoods of Amarillo; and additional neighborhoods as agreed to both parties.
3. **INITIAL BUDGET:** The parties have dedicated from current revenues the following sums, for the general purposes stated:

<b>Revenue</b>	
Potter County	\$ 75,000.00
City of Amarillo	\$ 75,000.00
<b>Total</b>	<b>\$ 150,000.00</b>
<b>Expenditures</b>	
<b>Neighborhood Plan Development</b>	
North Heights	\$ 20,000.00
The Barrio	\$ 20,000.00
San Jacinto	\$ 20,000.00
<b>Plan Implementation</b>	<b>\$ 90,000.00</b>
<b>Total Expenditures</b>	<b>\$ 150,000.00</b>

The Potter County allocation will be paid at the beginning of the fiscal year followed by a request letter from the City of Amarillo each year for audit purposes. Any unused allocation will be restricted by the City of Amarillo financing in a restricted account to be used in accordance with contract terms.

Neither party is obligated to contribute funds beyond the sums identified above as "Revenue"

unless and until the parties expressly agree to do so in any written renewal or mutually-agreed amendment or modification to this agreement, which in either event must be formally approved by the governing bodies of both parties.

4. **PLANNING PROCESS.** Each party will be represented by two persons appointed by the governing body of that party, Collectively, using the budget allotted in this agreement, the City of Amarillo Planning Department will collaborate with the designated neighborhoods to develop an initial plan for development projects within the legal authority of the parties, and will present a joint recommendation to the City and the County. Upon approval by both entities, the City of Amarillo the will assume responsibility for execution of the plan.

5. **FINANCIAL REPORTS.** On a quarterly basis (based on the City of Amarillo's Fiscal Year), financial reports consisting of expenses incurred and impact on the initial budget will be prepared by the City of Amarillo and distributed to the appropriate Potter County and City of Amarillo representatives.

6. **LIABILITY** The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the governmental functions or services described. This Agreement does not create any right, benefit, or cause of action for any third party, nor is this intended to be a contract subject to section 262.007, Texas Local Government Code, or subchapter I, chapter 271, Texas Local Government Code. By executing this Agreement neither party waives any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

7. **NOTICES.** The following persons are designated as the primary contacts for administration of this Agreement:

Potter County:	City of Amarillo:
County Judge Nancy Tanner	
500 South Fillmore, Suite 103	
Amarillo, TX 79101	
(806) 379-2255	

8. **TERMINATION.** This Agreement may be terminated by either party with or without cause, upon thirty (30) days written notice to the other party.

9. **TERM; RENEWAL.**

A. This Agreement is effective for one (1) year from the above date, or until it may be renewed, and shall renew automatically each year for an additional one-year term until terminated. The governing bodies will re-evaluate the agreement on the three year anniversary of the agreement effective date.

10. **AMENDMENTS.** This Agreement may be amended or modified in writing by the mutual agreement of the parties.

11. EFFECTIVE DATE. The parties agree that the obligations under this memorandum will take effect on the \_\_\_\_\_ day of \_\_\_\_\_, 2016

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement for Neighborhood Planning Services to be executed by their authorized officers as of the date set forth above.

Attest:

POTTER COUNTY

\_\_\_\_\_  
Potter County Clerk

By: \_\_\_\_\_  
Nancy Tanner, Potter County Judge

Attest:

CITY OF AMARILLO

\_\_\_\_\_

By: \_\_\_\_\_

# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 19, 2016	<b>Council Priority</b>	Infrastructure Initiative
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<b>Department</b>	Capital Projects and Development Engineering
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## Agenda Caption

Approval - Change Order Four (4) – Job# 521941: 24<sup>th</sup> Pipeline 48” Well Water Transfer Line

Original Contract: \$11,740,159.00

Previous Change Orders: \$862,469.44

Current Change Order: \$339,393.44

For a total of change orders \$1,201,862.88

Revised Contract: \$12,942,021.88

This item approves Change Order No. 4 to the contract with Condie Construction Company, Inc. for additional work required on the 24<sup>th</sup> Pipeline.

## Agenda Item Summary

Change Order Four (4) is to pay the contractor for additional work required on the project including street improvements and contract time.

## Requested Action

Consider and approval of Change Order Four (4)

## Funding Summary

Job # 521941 has a budget of \$17,991,765.21 with available funds for this change order.

## Community Engagement Summary

N/A

## Staff Recommendation

City Staff is recommending approval of Change Order Four (4)

CHANGE ORDER # 04  
 CITY OF AMARILLO  
 CAPITAL PROJECTS & DEVELOPMENT ENGINEERING

JOB NO. 521941 - 24TH ST PIPELINE PROJECT  
 BID NO. 4847

DATE: 6/7/16

CONTRACTOR: CONDIE CONSTRUCTION CO., INC.

CHANGE ORDER NO. 04

DESCRIPTION OF CHANGE

1.5" Asphalt Overlay on entire width of Bolton St from 6th to I-40 per CPR 09. Remove and replace full width Valley Gutters as detailed in CPR 10.

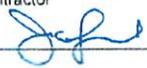
ITEM NO.	DESCRIPTION	ORIGINAL ESTIMATE QUAN.	REVISED ESTIMATE QUAN.	NET CHANGE IN QUAN.	UNIT MEASURE	UNIT PRICE	NET CHANGE IN DOLLARS
1	Additional Costs for 1.5" Overlay on Bolton St from SE 6th Ave to I-40 per CPR 09 [Includes 25 additional days]			1	LS	\$ 180472.58	\$ 180,472.58
2	Remove and replace additional Valley Gutters as detailed in CPR 10 [Includes 30 additional days]			1	LS	\$ 158920.86	\$ 158,920.86
3	Adjust contract time due to additional weather delays per attached log [Includes 4 additional days]			1	LS	\$ 0.00	\$ 0.00

NET THIS CHANGE ORDER	\$ 339,393.44	✓
PREVIOUS CHANGE ORDERS	\$ 862,469.44	✓
TOTAL OF CHANGE ORDERS	\$ 1,201,862.88	✓
ORIGINAL CONTRACT TOTAL	\$ 11,740,159.00	
REVISED CONTRACT TOTAL	\$ 12,942,021.88	✓
REVISED CONTRACT TIME IN WORKING DAYS- 59 (CO#4), 56 (CO #3), 14 (CO #2) = 129 Total	Percent changed 10.24%	✓

APPROVED:

CONDIE CONSTRUCTION CO., INC.

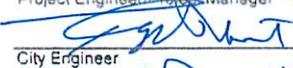
Contractor

By 

Purchasing Agent/ City Manager

RECOMMENDED

  
 Project Engineer/Project Manager

 7/13/16  
 City Engineer

 7/13/16  
 Director of Capital Projects & Development Engineering

cc: Departmental  
 Accounting  
 Contractor  
 Project Representative  
 Public Works Project Coord

*Am*  
 07.08.2016

**Condie Construction Company, Inc.**

Change Proposal

PROJECT NAME & NUMBER: 1503 - 24th Street Pipeline 48" Well Water Transfer Line

OWNER: City of Amarillo

SUBMITTED TO: David Mullins

DATE: 5/10/2018

CHANGE PROPOSAL NUMBER: 9

CHANGES TO BE MADE TO ORIGINAL CONTRACT:

Item	Description	Quantity	Units	Price	Total
1	Paving and Overlay Costs from Chicago Ave to Industrial Ave; 6th Ave to I-40			-	-
2	Paving/Overlay Work:				
3	1.5" Overlay	16667	SY	\$13.37	\$222,828.18
4	1.5" Milling	7890	SY	\$7.28	\$57,470.91
5	Additional Traffic Control Required	1	LS	\$4,056.80	\$4,056.80
6	Credit Paving Costs per Contract	(6626)	SY	\$10.60	(\$69,168.53)
7	Credit Milling Costs per Contract	(6626)	SY	\$6.32	(\$34,714.77)
				<b>TOTAL</b>	<b>\$180,472.68</b>

Original contract:	\$11,740,169.00
Previous change orders:	\$355,877.44
Total this change order:	\$180,472.68
Adjusted contract:	\$12,276,509.02

ALTERNATE:

DESCRIPTION:

Additional costs to perform 1.5" overlay of entire width of street from Chicago Ave to Industrial Ave and from 6th Ave to I-40 in lieu of partial replacement per contract documents. Milling prior to overlay to include "toe-in", a minimum of 5' wide strip on each side of the street from 1.5" deep to 0". Asphalt will be type F mix if available at time of paving, otherwise, asphalt will be type D mix  
 1049 lf at an average width of 24', 2593 lf at an average width of 32', 400 lf at an average width of 45', 852 lf at an average width of 28', Grand total of 4894 lf at an average width of 30.65'.

Added contract time: 25 Days

Requested and Approved by Owner /Engineer:

Name: Lance Ferland

Title: Project Manager

Signature: 

Accepted and Approved by Condie Construction Company, Inc.

Name: JASON LANGFORD

Title: PROJECT MANAGER

Signature: 

**Condle Construction Company, Inc.**

**Change Proposal**

PROJECT NAME & NUMBER: 1503 - 24th Street Pipeline 48" Well Water Transfer Line

OWNER: City of Amarillo

SUBMITTED TO: David Mullins

DATE: 5/18/2018

CHANGE PROPOSAL NUMBER: 10

CHANGES TO BE MADE TO ORIGINAL CONTRACT:

Item	Description	Quantity	Units	Price	Total
1	Valley Gutter Replacement Costs				
2	Demo, Remove, & Replace Valley Gutters - 21 Total	933 sy	SF	\$18.66	\$168,781.02
3	Adjust Street paving at previous cattle guard style gutters	32'x5'x2 3/8 sy 22 sy add'l paving each	EA	\$3,486.53	\$27,892.22
4	Credit per Contract	(168) sy	SF	\$18.66	(\$26,040.69)
5	Additional Traffic Control / Barricades	1.00	LS	\$3,288.20	\$3,288.20
				<b>TOTAL</b>	<b>\$168,920.86</b>

Original contract:	\$11,740,169.00
Previous change orders:	\$365,877.44
Total this change order:	\$168,920.86
Adjusted contract:	\$12,264,957.30

**DESCRIPTION:**

Additional costs to remove and replace a total of 21 existing valley gutters, including curb and spandrels as deemed necessary by City to provide proper slope/drainage, from Chicago Ave to SE 34th Street. Includes Chicago Ave, Industrial Ave, 6th Ave, 8th Ave (both sides), 15th Ave, 16th Ave, 17th Ave, 29th Ave, Vernon St, Grand St, Fairfield St, Woodland St (both sides), Seminole St, Nelson St, Bivins St (both sides), and Longhorn Ave. Also includes adjusting the grade of the street within 5 feet of each side of the previous "cattle guard" type gutters due to the steepness of the grade. Credit is given for width of valley gutters disturbed and already included to be replaced per the contract documents.

Added contract time: 30

Requested and Approved by Owner /Engineer:

Name: Lance Farland

Title: Project Manager

Signature: 

Accepted and Approved by Condle Construction Company, Inc.

Name: JASON LANGFORD

Title: PROJECT MANAGER

Signature: 

### Weather Delay Log

**Project:** 24th Street Pipeline, 48" Well Water Transfer Line - Amarillo, TX  
**Contractor:** Condie Construction Company, Inc.  
**Engineer:** HDR Inc.  
**Owner:** City Of Amarillo

Tracking Log							
Date	Rain (in.)	Total Rain to Date (in.)	Mud	Other	Lost Day	Total Lost Days to Date	Comments
13-May	0.94	0.94	X		X	1	
16-May	1.20	2.14	X		X	2	
19-May	1.15	3.29			X	3	
12-Jun	1.00	4.29			X	4	
13-Jun	1.46	5.75			X	5	
14-Jun	1.27	7.02			-	-	
15-Jun	0.00	7.02		X	X	6	Water & mud from prev night's rain
7-Jul	1.34	8.36	X		X	7	Rain
8-Jul	0.75	9.11	X		-	-	
9-Jul	1.31	10.42	X		X	8	Lost most of day - pit and dump site
10-Jul	0.06	10.48	X	X	X	9	Rain - pit and dump sites shut down
11-Jul	0	10.48	X	X	X	10	Pit and dump sites shut down; mud
4-Aug	0.25	10.73			X	11	Pit/Dump sites shut down; mud
17-Aug	0.4	11.13			X	12	Pit/Dump sites shut down
18-Aug	0.15	11.28	X		-	-	
3-Oct	0.46	11.74			-	-	
4-Oct	0.65	12.39			-	-	
5-Oct	0.14	12.53	X		X	13	Rain - pit and dump sites shut down
6-Oct	0	12.53	X		X	14	Water & Mud - pit and dump sites d
7-Oct	0.1	12.63	X		X	15	Rain - Mud - pit and dump sites dow
8-Oct	0.1	12.73	X		X	16	Rain - Mud - pit and dump sites dow
9-Oct	0	12.73	X		X	17	Mud - pit and dump site down
10-Oct	0	12.73	X		X	18	Mud - dump site shut down
20-Oct	0.03	12.76			-	-	
21-Oct	1.08	13.84			X	19	Rain & Mud
22-Oct	0.76	14.60			X	20	Rain & Mud
23-Oct	0	14.60			X	21	Mud/water from prev days rain
30-Oct	0.28	14.88			-	-	
4-Nov	0.07	14.95			X	22	Mud
16-Nov	0.31	15.26			-	-	
17-Nov	0.05	15.31			X	23	Rain & Mud - Lost most of Day
26-Nov	0.2	15.51			-	-	
27-Nov	0.6	16.11			-	-	Rain/Snow
28-Nov	0.02	16.13			-	-	
30-Nov	0	16.13	X		X	24	Mud
12-Dec	0.35	16.48			-	-	
13-Dec	1.9	18.38			-	-	Snow
14-Dec	0	18.38	X		X	25	Mud
23-Dec	0.02	18.40			X	26	
27-Dec	3.8	22.20			-	-	Snow
28-Dec	0.5	22.70			X	27	Snow
29-Dec	0.1	22.80			X	28	Snow

8-Jan	0.5	23.30			X	29	Snow
9-Jan	0.3	23.60			X	30	Snow
16-Jan	0.6	24.20			X	31	Snow
1-Feb	0.11	24.31			X	32	Rain
3-Feb	0.1	24.41			X	33	Snow
4-Feb	0.1	24.51			X	34	Snow
12-Mar	0.02	24.53			X	35	Rain
26-Mar	0.4	24.93			X	36	Snow
27-Mar	0.9	25.83			X	37	Snow
11-Apr	0.02	25.85			X	38	Rain
15-Apr	0.2	26.05			X	39	Rain
16-Apr	0.4	26.45	X		X	40	Rain
17-Apr	0.37	26.82	X				Rain
19-Apr	0.68	27.50	X		X	41	Rain
20-Apr	0.69	28.19	X		X	42	Rain
29-Apr	1.15	29.34	X		X	43	Rain
30-Apr	0.1	29.44	X		X	44	Rain
1-May	0.01	29.45					Rain
11-May	0.38	29.83	X		X	45	Rain
13-May	0.1	29.93			X	46	Rain
15-May	0.04	29.97					Rain
16-May	0.05	30.02			X	47	Rain
17-May	0.15	30.17			X	48	Rain
18-May	0.08	30.25			X	49	Rain
19-May	0.02	30.27					Rain
29-May	0.69	30.96					Rain
31-May	0.1	31.06			X	50	Rain

Included on CO #3

Included on CO #4

# Amarillo City Council Agenda Transmittal Memo



C

Meeting Date	July 19, 2016	Council Priority	Infrastructure Initiative
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Department	Capital Projects and Development Engineering
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## Agenda Caption

Approval – Addendum Three (3) – Job# 521943: Hillside Terrace 30” Sewer Replacement

Original Contract: \$52,650.00

Previous Addendums: \$219,870.00

Current Addendum: \$147,000.00

For a total of Addendums \$366,870.00

Revised Contract: \$419,520.00

This item approves Addendum Three (3) to the Professional Service Agreement with RIMKUS Consulting Group, Inc. to allow for additional engineering services and construction observation services lump sum fees outlined in the addendum.

## Agenda Item Summary

Addendum Three (3) is to increase and revise the agreement total contract amount.

## Requested Action

Consider and approval of Addendum Three (3)

## Funding Summary

Job #521943 has a budget of \$7,328,333.63 with available funds for this addendum.

## Community Engagement Summary

N/A

## Staff Recommendation

City Staff is recommending approval of Addendum Three (3)

**ADDENDUM NO. 3 TO  
AGREEMENT FOR PROFESSIONAL SERVICES**

WHEREAS, the City of Amarillo (“OWNER”) and RIMKUS Consulting Group, Inc. (“CONSULTANT”) have heretofore entered into that certain Agreement for Professional Services dated November 24, 2014 to perform professional engineering services in connection with the deterioration of OWNER’s 30-Inch vitrified clay pipe (VCP) sanitary sewer main located in Randall County, Texas; and

WHEREAS, pursuant to Section XIX of the Agreement, the parties desire to amend the Agreement as provided herein.

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, OWNER and CONSULTANT hereby agree to amend the Agreement as follows:

1. Part One

- Develop the Sampling Protocol, detailing the identification, marking, removal, storage, handling and chain of custody documentation of samples removed from the in-situ VCP.
- Pursuant to implementation of the Sampling Protocol, attend from day-to-day as required to observe, identify, mark, document, package and store samples taken from the top of in-situ pipe sections exposed by excavation by others.
- Assist in the direction and distribution of the samples to appropriate parties as may be directed by the OWNER’s representative.
- Provide sample examinations and documentation.
- Coordinate additional examination and testing of samples, if desired, by the OWNER’s materials characterization/testing consultant.
- Review the proposed sewer line remediation plans prepared by others.
- Review the original sewer line design plans and specifications.
- Provide a Verbal Report of our findings.

The estimated cost to complete the above proposed Part One scope-of-work is \$80,000. The Part One proposal and estimated cost does not include work and associated cost related to bypassing the affected sewer line, which is anticipate to be completed by the OWNER’s independent contractor, prior to CONSULTANT’s initiation of the proposed work identified in Part One above. The proposal and estimated cost does not include the work and associated cost to complete the excavations, and cut and remove samples from the in-situ pipe sampling locations, which CONSULTANT anticipate will be completed by OWNER’s personnel and/or an independent contractor. For purposes of this proposal, it is assumed that the cost to bypass the affected sewer line, complete all work related to the excavations, and removal of the samples to the ground surface adjacent to the excavations will be borne by others. This estimated cost does not include the cost of OWNER’s personnel. This estimate includes the cost for preparation and transportation of the samples to an off-site temporary storage facility. This estimate includes the cost for temporary storage of the samples at the off-site temporary storage

facility. This estimate includes the cost to prepare the samples for shipping, and the shipping cost. This estimate includes the cost to prepare and ship select samples to an independent materials consultant, as directed by the OWNER's representative. This estimated cost does not include the cost for independent examination of samples of pipe by the independent materials consultant.

## 2. Part Two

- Jerry Mercer, and other CONSULTANT's personnel as needed (observation team) will be on site initially, and subsequently as necessary and as requested by the OWNER's representative to periodically observe and document the condition of the VCP pipe as day-to-day work is completed by the independent contractor to remove and replace the affected sewer line.
- Identify, mark, document, package as necessary, and coordinate the removal of additional samples and document and coordinate the transportation of any samples to storage as day-to-day work is completed by the independent contractor to remove and replace the affected sewer line.
- Provide a Verbal Report of our findings.

The above proposed Part Two scope-of-work anticipates initial observation and documentation of the affected sewer line, and assistance in the removal, transportation and storage of any samples will be completed by the observation team as may be required, beginning the day the independent contractor begins work to remove and replace the affected sewer line. The above proposed Part Two scope-of-work anticipates as well, such subsequent day-to-day observation, identification, removal, transportation and storage, and documentation of samples as may be requested by OWNER's representative. The estimated the cost to complete the above proposed Part Two scope-of-work is \$67,000. This estimated cost does not include the cost of OWNER of Amarillo personnel.

The estimate anticipates all on-site work associated with the Part One scope of work will be completed within three (3) work days. Our estimate anticipates all on-site work associated with the Part Two scope of work will be completed within a subsequent three (3) week period. The exact schedule of work and the exact time required to complete the work will not be controlled in its entirety by CONSULTANT. The actual duration of the work may vary. CONSULTANT will bill for its time and expenses as they occur.

NOW, THEREFORE, the parties agree that the Agreement is changed by addition of the following:

- A. Part One scope-of-work as more particularly defined above as an estimated lump sum addition of \$80,000.
- B. Part Two scope-of-work is as more particularly defined above as an estimated lump sum of \$67,000.

Except as herein modified, all terms, conditions and provisions of the Agreement shall remain in force and effect and are hereby confirmed and ratified by OWNER and CONSULTANT.

EXECUTED by the parties as of the date shown below, to be effective upon execution of the OWNER.

RIMKUS CONSULTING GROUP, INC.  
(CONSULTANT)

CITY OF AMARILLO  
(OWNER)

By: \_\_\_\_\_  
Michael Wiseman,  
Vice President

By: \_\_\_\_\_  
Bob Cowell,  
Deputy City Manager

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

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

## Council Committee on Board Appointments

### **Purpose**

The Amarillo City Council established a Council Committee to identify and propose a list of qualified candidates for Board and Commission appointments. With administrative support from the City Manager's Office, the Committee will establish written guidelines to conduct the appointment process.

### **Best Practice Guidelines**

One of the most important actions of the City Council is to make appointments to the various Boards and Commissions of the City. The Council Committee on Board Appointments is committed to Best Practices in identifying and naming citizens to the various Boards and Commissions. Best Practices for the process have been established as follows:

#### *Factors to take into consideration*

- 1) Ensuring productive and constructive discussions with different Board members;
- 2) Size of the quorum for making prompt decisions;
- 3) Enough members to easily manage the workload of the Board;
- 4) Engaging all Board members so they remain motivated and involved;

#### *Conflicts of Interest*

When selecting appointments to Boards, the Committee should be conscious of public perceptions and seek to avoid situations where there might be a perceived or real conflict of interest. Candidates who have conflicting interests to the City should not be appointed.

#### *Diversity*

Numerous studies show that diversity in a Board should be factored into the equation when considering selection and nomination of a new Board member.

#### *Skills and Expertise*

The Committee should seek to appoint members with the right mix of skills, experience and attributes. Those chosen candidates who, with the Chairman's and Liaison's leadership and guidance, can ensure the Board or Commission's optimal performance.

#### *Applicant Pool*

Having a large enough pool of candidates available is critical to achieving well-balanced, effective Boards. The following process will be used to develop an adequate candidate pool.

- The Council will announce, as a part of its Council Agenda, Boards to be considered for filling vacancies and reappointment
- Boards being considered for appointment will be posted on the Amarillo.gov and updated regularly
- Interested citizens will be advised to file an application for a specific Board
- Application forms will be prominently posted on Amarillo.gov website
- Members of the City Council will be provided an opportunity to nominate citizens for Board vacancies

### *Board Rotation*

The Council, when appropriate, will rotate Board membership to provide the opportunity for a wide variety of citizens to participate in advisory Boards. As a matter of policy, the Council will consider two consecutive terms on a Board as a standard term of service. At Council discretion, this provision may be waived.

### *Nomination*

The Committee will review and narrow the list of potential candidates. Initial assessments should be made-background, skills, experience, etc. should be considered. The City Secretary's office should have sufficient time to vet the proposed candidates. Upon completion of the Subcommittee's assessment, the Committee will recommend the best candidate(s) to the City Council for the specific Board or Commission.

### *Committee Recommendations*

If possible, the Committee will submit 2-3 names for each Board vacancy to City Council. The Council will make its appointment from the nomination list provided by the Committee. If in the wisdom of Council, none of the names submitted are acceptable, the nomination will be returned to the Committee for further deliberation.

### *Appointment*

The City Council is the ultimate authority for the appointment of Boards and Commissions. Once appointed by the City Council, the Mayor will issue a letter of appointment to the candidate, which will include the contact information for the Liaison for that particular Board or Commission.

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

On the 27<sup>th</sup> day of June 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	115	95
Dean Bedwell	Y	182	171
Mike Good, Vice-Chairman	Y	97	71
Rob Parker	N	50	40
Jessie Phiher	N	20	10
Rick Thomason	Y	20	17
Bowden Jones	Y	11	8

PLANNING DEPARTMENT STAFF:  
 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. Laura Bergey, read the staff reports and gave the recommendations for each item.

ITEM 1: Approval of the minutes of the June 13, 2016 meeting

A motion to approve the minutes of the June 13, 2016 meeting was made by Commissioner Thomason, seconded by Commissioner Good, and carried unanimously.

ITEM 2: P-16-48 Eberstadt & Brock Subdivision Unit No. 12 an addition to the City of Amarillo, being a replat of a portion of Tract 10 and 11, Eberstadt and Brock Subdivision, in Section 185, Block 2, AB&M Survey, Randall County, Texas. (Vicinity: Canyon Dr & Georgia St)  
 DEVELOPER(S): Sam Nunn  
 SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

ITEM 3: P-16-49 City View Estates Unit No. 17, an addition to the City of Amarillo, being a replat of all of lots 1, 2, and 3, Block 40, City View Estates Unit No. 13, Section 231, Block 2, AB&M Survey, Randall County, Texas.(Vicinity: Albany Dr & Billings Dr.)  
 DEVELOPER(S): Scott Allison  
 SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

**ITEM 4:** P-16-50 Glidden & Sanborn Unit No. 12, an addition to the City of Amarillo, being a replat of east 100' of Lots 1-4, and a portion of Lot 5, Block 201, Glidden & Sanborn Addition, in Section 169, Block 2, AB&M Survey, Potter County, Texas. (Vicinity: N 3rd Ave & Pierce St.)  
DEVELOPER(S): Paul and Amanda Davis  
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on June 27, 2016.

**ITEM 5:** P-16-51 Martin Addition Unit No. 28, an addition to the City of Amarillo, being a replat of all of lots 10 and 11, Block 6, Martin Addition Unit 3, in section 136, Block 2, AB&M Survey, Potter County, Texas. (Vicinity: NE 20th Ave & Highland St.)  
DEVELOPER(S): Carol- Arbon Harold Knight Jr. / Daniel Perez- Alfredo Perez  
SURVEYOR: Daryl Furman

A motion to approve P-16-51 was made by Commissioner Bedwell, seconded by Commissioner Good and carried unanimously.

**ITEM 6:** P-16-52 Holland Addition Unit No. 16, an addition to the City of Amarillo, being a replat of a portion of Lot 1-A, Block 326, Holland Addition Unit No. 7, in Section 156, Block 2, AB&M Survey, Potter County, Texas.( Vicinity: SE 3rd Ave & Houston St.)  
DEVELOPER(S): Chan Davidson  
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on June 27, 2016.

**ITEM 7:** P-16-53 The Woodlands of Amarillo Unit No.17, an addition to the City of Amarillo, being a replat of all of lots 32 and 33, Block 11, The Woodlands of Amarillo Unit No. 10, in Section 23, Block 9, BS&F Survey, Potter County, Texas.(Vicinity: LongLeaf Lane & Snowball Pl)  
DEVELOPER(S): Jason Patrick/ Javier Dieguez  
SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

**ITEM 8:** P-16-54 Siesta Addition Unit No. 4, a suburban subdivision to the City of Amarillo, being an unplatted tract of land in Section 34, Block 9, BS&F Survey, Randall County, Texas. (Vicinity: Canyon Dr & Mack Rd )  
DEVELOPER(S): David Ankeny  
SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

**ITEM 9:** P-16-55 Hillside Terrace Estates Unit No. 26, an addition to the City of Amarillo, being an unplatted tract of land in Section 64, Block 9, BS&F Survey, Randall County, Texas. (Vicinity: Mosely St & Buccola Ave )  
DEVELOPER(S): Seth Williams  
SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

**ITEM 10:** P-16-56 Southeast Park Unit No. 10, an addition to the City of Amarillo, being a replat of a portion of Lot 1-A, Block 5, Southeast Park Addition Unit No. 5, in Section 139, Block 2, AB&M Survey, Randall County, Texas. (Vicinity: SE 27<sup>th</sup> Ave & Bivins St )  
DEVELOPER(S): Danny & Amberly Le  
SURVEYOR: Daryl Furman

Ms. Bergey 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 an additional 30 days before consideration.

**CARRY OVERS:**

ITEMS 11-12: P-16-39 Canode-Com Park Unit No. 49, P-16-40 Chaparral Hills Unit No. 8.

No action was taken on these plats.

ITEM 13: P-16-41 Skyline Terrace Unit No. 12, an addition to the City of Amarillo, being a replat of a portion of Lot 1, Block 1, Skyline Terrace Unit No. 1, and all of Lot 1, Block 1, Skyline Terrace Unit No. 5, in Section 135, Block 2, AB&M Survey, Potter County, Texas. (Vicinity: NE 24th Ave & Grand St)  
DEVELOPER(S): Scott Brown  
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on June 27, 2016.

ITEM 14: P-16-42 Holland Acres Unit No. 1, a suburban subdivision to the City of Amarillo, being an unplatted tract of land in Section 175, Block 2, AB&M Survey, Randall County, Texas. (Vicinity: S Washington St & Farmers Ave)  
DEVELOPER(S): Dustin and Jamie Holland  
SURVEYOR: J.D. Keller

Chairman Craig stated that the plat was signed by the Deputy City Manager on June 15, 2016.

ITEMS 15-18: P-16-43 Lonesome Dove Unit No. 7, P-16-44 Rockwell Place Unit No. 18, P-16-45 South Park Unit No. 46, P-16-46 St. Clair Estates Unit No. 2.

No action was taken on these plats.

**PENDING ITEMS:**

ITEMS 19-31: P-12-45 Redstone Addition 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-15-07 Canode-Com Park Unit No. 45, P-15-10 Reed's Unit No. 1, 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 32: 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(S): James McClure  
SURVEYOR: Daryl Furman

A motion to deny P-16-15 was made by Commissioner Thomason, seconded by Commissioner Bedwell and carried unanimously.

ITEM 33: P-16-35 Canode-Com Park Unit No. 47, an addition to the City of Amarillo, being a replat of a portion of Lot 9C, Block 4, Canode-Com Park Unit No. 29 and a portion of Lot 1D, Block 2, Canode-Com Park Unit No. 41, in Section 42, Block 9, BS&F Survey, Potter County, Texas. (Vicinity: W IH 40 & Cinema Dr)  
DEVELOPER(S): Ethan Prescott  
SURVEYOR: Daryl Furman

Chairman Craig stated that the plat was signed by the Deputy City Manager on June 27, 2016.

ITEM 34: P-16-37 Maple Fields Unit No. 1.

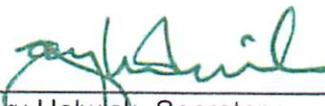
No action was taken on this plat.

ITEM 35: 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 36: Discuss Items for Future Agendas.

No further comments were made and the meeting was adjourned at 3:15 P.M.

  
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Gary Holwick, Secretary  
Planning & Zoning Commission

**BOARDS AND COMMISSIONS – VACANCIES**

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)

Canadian River Municipal Water Authority (2-year terms)

08/06/2002	William Hallerberg	07/31/2016
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Emergency Care Advisory Board (3-year terms)

10/01/2013	Stephen Neumann	04/21/2018 (resigned)
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Planning and Zoning Commission (3-year terms)

06/28/2011	David Craig	05/15/2016
05/14/2014	Jessie Phifer	05/15/2018 (resigned 07/11/2016)

Traffic Advisory Board (3-year term)

04/27/2010	D.J. Stubben	05/07/2016
10/15/2013	Barbara Richardson	07/01/2016