

## City of Wichita Falls City Council Agenda



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

**Jeffery Jenkins, City Manager**  
**Kinley Hegglund, City Attorney**  
**Marie Balthrop, City Clerk**



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**Notice of Regular Meeting of the Mayor and City Council of the City Of Wichita Falls, Texas, to be held at The MPEC, 1000 Fifth Street, Hayley Eye Clinic Seminar Room, and Memorial Auditorium, 1300 Seventh Street, Tuesday, January 20, 2026, Beginning At 8:30 A.M.**

**This meeting can be accessed and viewed at the following locations:**

1. A livestream will be shown on the Spectrum/Time Warner Cable Channel 1300
2. A livestream will be shown on the City's Facebook page (City of Wichita Falls, Texas Government) (<https://www.facebook.com/cityofwichitafalls>)
3. A video of the meeting will be posted on the City's YouTube page (<https://www.youtube.com/cityofwf>)

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1. Call to Order
2. (a) Invocation: Pastor Martha Hagan  
Trinity United Methodist Church  
  
(b) Pledge of Allegiance
3. Presentations  
  
(a) Proclamation – WFISD Combined London Bands Day
4. Comments from Citizens  
Citizens may speak on matters not listed on the agenda by signing up before the meeting. Remarks are limited to three (3) minutes per person, and no deliberation or action may be taken by the Council.

## **CONSENT AGENDA**

5. Approval of Minutes:

- (a) Approval of minutes of the December 9-11, 2025, Strategic Planning Special Meeting.
- (b) Approval of minutes of the December 16, 2025, Regular Meeting of the Mayor and City Council.

6. Ordinances

- (a) Ordinance amending Ordinance No. 12-2023, Ordinance No. 31-2025, and Ordinance No. 56-2025 declaring certain structures as dangerous by allowing additional time to rehabilitate the structures located at 1115 E. Scott Ave., 1111 Rowland Rd., 3800 Shasta Dr., 700 Denver St., and 702 Denver St.

7. Resolutions

- (a) Resolution authorizing award for bid and contract for the replacement of indoor lighting at the Regional Airport, located at 4000 Armstrong Drive, Wichita Falls, TX, to Wichita Falls/Davis Electric Company in the amount of \$132,916.00.
- (b) Resolution authorizing contract for the replacement of chiller system compressor at the Regional Airport, located at 4000 Armstrong Dr, Wichita Falls, TX, to Prestige Heating & Air Conditioning Services, LLC in the amount of \$139,695.00.
- (c) Resolution authorizing the approval of the assignment of the Oklaunion Power Stations LLC Raw Water Contract to Platon Investments LLC.
- (d) Resolution authorizing the City Manager to award bid and contract for the 2025 Sewer Budget Utility Improvement Project to Canary Construction, Inc. in the amount of \$4,354,041.00.
- (e) Resolution to consider economic benefits and support for a proposed historic affordable housing tax credit project, Lucas Lofts, at 2206 Lucas Ave., Wichita Falls, Texas from OPG Lucas Partners, LLC.
- (f) Resolution authorizing the City Manager to apply for a Defense Economic Adjustment Assistance Grant (DEAAG) for the Sheppard Air Force Base (SAFB) Flight Line Perimeter Security Fence Project.
- (g) Resolution authorizing the purchase of Duty and Training Ammunition through the sole source vendor from SSD International in the amount of \$113,668.12.

(h) Resolution authorizing the City Manager to execute change order number two to the Memorial Auditorium Furniture Audit, Storage and Procurement Services contract with COI Group LLC in the amount of \$500,000.

8. Receive Minutes

- (a) Heart of the Falls Neighborhood Revitalization Committee, October 7, 2025
- (b) Tax Increment Finance District #3, November 5, 2025
- (c) Planning & Zoning Commission, November 12, 2025
- (d) Wichita Falls – Wichita County Public Health Board Minutes, November 14, 2025
- (e) Tax Increment Finance District #3, November 20, 2025

## **REGULAR AGENDA**

9. Public Hearing

- (a) Public Hearing on a dangerous structure located at 401 Broad Street.

10. Ordinances

- (a) Ordinance finding the structure at 401 Broad Street to be dangerous; requiring the property owner to demolish said structure within thirty (30) days of the date of this ordinance; and declaring an emergency and immediate effective date.

11. Resolutions

- (a) Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$895,000 to the City of Wichita Falls for Phase 1 of the design and renovation of the waterfalls adjacent to I-44 and the Wichita River in Wichita Falls, otherwise known as The Falls.
- (b) Resolution authorizing the City Manager to execute an amendment to the professional services agreement with Garver LLC for rehabilitation of the Falls, in the amount of \$895,000.
- (c) Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$1,500,000 to the City of Wichita Falls to assist in the planned renovations of the Hamilton Park Tennis Center in Wichita Falls.

## 12. Other Council Matters

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

## 13. Executive Sessions

- (a) Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate the offer of a financial or other incentive to a business prospect that the City Council seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the City and/or economic development corporations created by the City are conducting economic development negotiations (including, but not limited to, Airports, Oklaunion Power Stations LLC, Defense Economic Assistance Grant for Sheppard Air Force Base, 401 Broad Street, The Falls, Garver LLC, and the Hamilton Park Tennis Center.)
- (b) Executive Session in accordance with Texas Government Code §551.071, consultation with attorney on matter involving pending or contemplated litigation or other matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act (including, but not limited to, legal issues related to 401 Broad Street.)

## 14. Memorial Auditorium Tour, 1300 Seventh Street

## 15. Adjourn from the 1<sup>st</sup> floor of Memorial Auditorium, 1300 Seventh Street.

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**In accordance with the Americans with Disabilities Act, this facility is wheelchair accessible, and accessible parking spaces are available. If you require special accommodations to attend or participate in this meeting, please contact the City Clerk's Office at (940) 761-7409 at least 48 hours prior to the meeting.**

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## CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at Wichita Falls Public Library, Wichita Falls, Texas on the 13<sup>th</sup> day of January, 2026, at 6:45 o'clock p.m.

  
\_\_\_\_\_  
Mari Balthrop  
City Clerk



City of Wichita Falls  
City Council Meeting  
Minutes  
December 9-11,  
2025



**Item 1 - Call to Order**

The City Council of the City of Wichita Falls, Texas, held a special council/staff planning session on the above date in rooms 8-10 at the MPEC, with the following members present.

Tim Short	- Mayor
Austin Cobb	- At-Large
Whitney Flack	- District 1
Robert Brooks	- District 2
Jeff Browning	- District 3/ Mayor Pro Tem
Mike Battaglino	- District 4
Tom Taylor	- District 5
Jeffery Jenkins	- City Manager
James McKechnie	- Deputy City Manager
Paul Menzies	- Assistant City Manager
Blake Jurecek	- Assistant City Manager
Kinley Hegglund	- City Attorney
Marie Balthrop	- City Clerk

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Mayor Short called the meeting to order at 8:32 a.m.

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**Item 2a – City Council Strategic Planning and Goal Setting Workshop**

Mayor Short opened the meeting with an invocation.

City Manager Jeffery Jenkins thanked Assistant City Manager Paul Menzies for coordinating the planning session and expressed appreciation to Council and staff for their participation. Mr. Jenkins outlined the purpose of the three-day workshop as an opportunity to engage in focused strategic planning, long-term visioning, and goal development for the City.

Rick Ramsee of Ramsee Consulting Group facilitated the workshop. Mr. Ramsee thanked the Council and management staff for completing the pre-session interviews and surveys, and invited participants to share their expectations for the planning process.

Mr. Ramsee presented a summary of interview feedback and discussed the importance of leadership, the evolution of organizational goals, and the necessity of intentional change to achieve improved outcomes. He emphasized that sustainable improvement requires new approaches, alignment, and commitment. He reviewed core leadership roles, including setting direction, executing strategy, and engaging and inspiring others, supported by strategy, structure, controls, culture, and organizational capability.

Mr. Ramsee outlined the strategic planning framework, including vision development, goal setting, and strategy formulation. Council discussed its role as governing officials and participated in small-group discussions regarding the rules of engagement between the Council, staff, and the public. Mr. Ramsee noted the importance of trust, compassion, stability, and effective leadership.

Mr. Ramsee explained the SWOT analysis process, distinguishing between internal strengths and weaknesses, and external opportunities and threats. The Council and senior management reviewed a compiled SWOT summary and worked in small groups to further refine the strengths and weaknesses. Opportunities and threats were assigned as follow-up work for discussion later in the workshop.

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Mayor Short recessed the meeting at 12:50 p.m. until Wednesday morning.

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Mayor Short reconvened the meeting at 8:30 a.m. on December 10, 2025.

Mr. Ramsee reviewed the prior day's discussions and facilitated the Council and management staff through the identification and refinement of external opportunities and threats, and summarized the group's input.

Mr. Ramsee discussed the distinctions between mission, vision, goals, strategies, objectives, and tactics, and led the Council through a visioning exercise. Department Directors joined the session at 10:30 a.m. and provided a recap of the work completed to date.

Mr. Ramsee discussed leadership versus champion mindsets, emphasizing the role of leaders in developing future leaders and fostering organizational growth, and presented a proposed community vision statement for Council discussion and consideration:

"Wichita Falls is a vibrant, growing, unified, and aesthetically pleasing community known for our high quality of living. Our diversity of employment, educational, retail, and entertainment options are the envy of the region, and make Wichita Falls a place where all residents, businesses, and other stakeholders are proud to call home."

The group then transitioned into discussions about goal setting. Mr. Ramsee introduced concepts of financial and internal process goals, followed by the development of an employee-focused goal that emphasized workforce engagement, service excellence, and organizational culture.

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Mayor Short recessed the meeting at 12:00 p.m. until Thursday morning.

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Mayor Short reconvened the meeting at 9:10 a.m. on December 11, 2025, with the City Council, management staff, and directors present. Councilor Brooks and Councilor Browning were absent.

Mr. Ramsee reviewed the work completed over the past two days and led the entire group through exercises to create strategies for our goals, and reviewed the strategies created by the groups.

Councilor Battaglino and Councilor Cobb left the meeting at 11:30 a.m.

Mr. Ramsee led the group through a "What do we need from each other" session for staff and council, facilitated a discussion to clarify those needs, and reviewed potential next steps.

**Item 3 – Comments from the public to members of the city council concerning agenda item “2.”, above. Individuals should keep their comments to no more than five (5) minutes, and the Mayor may limit the total number of speakers and/or total amount of time for comments.**

There were no comments from the public.

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**Item 4 – Adjourn**

Mayor Short adjourned the meeting at 12:46 p.m.

PASSED AND APPROVED this 20<sup>th</sup> day of January 2026.

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Tim Short, Mayor

ATTEST:

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Marie Balthrop, TRMC, MMC  
City Clerk



City of Wichita Falls  
City Council Meeting  
Minutes  
December 16, 2025



**Item 1 - Call to Order**

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

Tim Short	- Mayor
Austin Cobb	- At Large
Whitney Flack	- District 1
Jeff Browning	- District 3/Mayor Pro Tem
Mike Battaglino	- District 4
Tom Taylor	- District 5
Jeffery Jenkins	- City Manager
Kinley Hegglund	- City Attorney
Marie Balthrop	- City Clerk

Absent: Robert Brooks, Councilor District 2

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

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**Item 2a – Invocation**

Reverend John McLarty, First United Methodist Church, gave the invocation.

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**Item 2b – Pledge of Allegiance**

Mayor Short led the Pledge of Allegiance.

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**Item 3a – Comments from Citizens**

Bobby Whiteley, 1105 Scott Ave., thanked the Council for their work and congratulated Midwestern State University on winning the National Championship. Mr. Whiteley, several City Council members, City staff, and members of the public wore matching t-shirts featuring a cartoon depiction of the Mayor dressed as Santa Claus. The shirts recognized and celebrated the Mayor's frequent expression, "I love this city." The Mayor acknowledged the recognition and expressed appreciation.

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#### **Item 4-7 – Consent Items**

Marie Balthrop, City Clerk, gave a briefing on the items listed under the Consent Agenda.

Moved by Councilor Battaglino to approve the consent agenda.

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

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

Nays: None

#### **Item 4 – Approval of minutes of the December 2, 2025, Regular Meeting of the Mayor and City Council**

#### **Item 5a – Ordinance 63-2025**

Ordinance amending Ordinance No. 31-2025, declaring certain structures as dangerous by allowing additional time to rehabilitate the structure located at 3227 Seymour Road.

#### **Item 5b – Ordinance 64-2025**

Ordinance cancelling the regularly scheduled City Council meeting on January 6, 2026.

#### **Item 6a – Resolution 155-2025**

Resolution authorizing the City Manager to approve a sole source purchase of a FlowCam Cyano from Yokogawa Fluid Imaging Technologies, Inc., in the amount of \$114,866.90.

#### **Item 6b – Resolution 156-2025**

Resolution appointing a director to the Wichita County – City of Wichita Falls Hospital

Board, and designating the term of office.

**Item 6c – Resolution 157-2025**

Resolution making appointments to various Boards and Commissions.

**Item 6d – Resolution 158-2025**

Resolution authorizing the City Manager to execute a depository services agreement with Wells Fargo designating the bank as its primary depository bank for the period beginning December 31, 2025 through January 1, 2030.

**Item 6e – Resolution 159-2025**

Resolution authorizing the City Manager to execute contracts with Child Care, Inc., in the amount of \$126,673 and Christmas in Action in the amount of \$150,000.

**Item 6f – Resolution 160-2025**

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (4A) and amending the budget to include funding up to \$350,000 to the City of Wichita Falls related to the extension of South Wenonah Blvd.

**Item 6g – Resolution 161-2025**

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC/4A) and authorizing the payback to the Wichita Falls Type B Sales Tax Corporation (4B) of a \$3,500,000 loan.

**Item 6h – Resolution 162-2025**

Resolution authorizing the City Manager to execute the Chapter 380 Economic Development Agreement with TMT Aviation, LLC and S & J Aviation, LLC for the purchase of Hangar #2 at Wichita Falls Regional FBO located at 4000 Armstrong Drive, Wichita Falls, Texas.

**Item 7 - Receive Minutes**

(a) Planning and Zoning October 8, 2025

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**Item 8a – Resolution 163-2025**

Resolution authorizing the City Manager to award bid and contract for the South Wenonah Roadway Improvements - Phase 2 to Chad & Brandi, Inc. in the amount of \$3,595,920.50.

Moved by Councilor Battaglino to approve Resolution 163-2025

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

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

Nays: None

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#### **Item 8b – Resolution 164-2025**

Resolution appointing a Mayor Pro Tem to serve a one-year term.

Moved by Councilor Browning to approve Resolution 164-2025 and appoint Mike Battaglino to serve as Mayor Pro Tem for 2026.

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

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

Nays: None

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#### **Item 9a – Staff Report, Update on Park Master Plan**

Kalee Robinson, Parks and Recreation Director, presented an update on the implementation of the Parks and Recreation Master Plan approved by City Council in January. She reviewed the current progress and priority focus areas, including playground safety, park amenity management, public awareness efforts, partnership development, the establishment of the Wichita Falls Parks Foundation, and the continued advancement of sports tourism initiatives. She reported on recent and upcoming park improvements, departmental reorganization efforts supporting the implementation of the Master Plan, and ongoing work to formalize partnerships. She stated these initiatives support long-term planning, quality of life enhancements, and sustainable service delivery.

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**Item 9b – Announcements concerning items of community interest from members of the City Council. No action will be taken or discussed.**

Councilor Cobb congratulated Midwestern State University on its first national championship, wished Councilor Browning a happy birthday, wished everyone a Merry Christmas, and encouraged them to spend time with family.

Councilor Flack congratulated Midwestern State University on its success, noted the positive impact of local student-athletes on the community, wished Councilor Browning a happy birthday, and wished everyone a joyful holiday season spent with family, and to remember that Jesus is the reason for the season.

Councilor Browning congratulated Councilor Battaglino, and expressed appreciation for the annual appointment of the Mayor Pro Tem. He expressed appreciation for the positive changes taking place, noting the contributions of new Council members, staff, and strong leadership. He encouraged residents to watch Council meetings to better understand the work and collaboration of the Council, rather than relying on social media. Councilor Browning noted that this is his eighth and final year on the Council, expressing pride in the positive direction and progress of the current Council while acknowledging the contributions of prior councils. He thanked everyone and wished everyone a Merry Christmas.

Councilor Taylor expressed appreciation for Ms. Robinson's presentation, stating it was outstanding, timely, and highly relevant. He noted that the presentation reflected the strong commitment of senior staff and department directors to serving the City. Councilor Taylor stated that the work being done in support of city boards and commissions demonstrates that the City is moving in a positive direction. He thanked staff for their efforts and wished everyone a Merry Christmas.

Councilor Battaglino thanked Councilor Browning for the nomination to serve as Mayor Pro Tem. He announced that Home for Freedom will unveil its first veteran home on Friday morning, recognizing Kenny Reynolds and Christine Dunson for their leadership and efforts in fundraising and completing the project. He also noted plans to begin construction on the next home in the coming month. Councilor Battaglino highlighted several community events taking place over the weekend and wished everyone a Merry Christmas and Happy Hanukkah.

Mayor Short thanked Ms. Robinson for her work with Parks and Recreation and expressed appreciation for the staff's efforts. He congratulated MSU's men's soccer team on their recent success and recognized Jacob Rodriguez of Texas Tech for his

outstanding achievements. Mayor Short stated that the meeting was festive and light-hearted, and emphasized the importance of such moments. He noted that this time of year marks the celebration of the birth of our Lord and Savior Jesus Christ and encouraged everyone to enjoy time with family and friends as the City looks ahead to the new year. He concluded by thanking everyone and said that he was humbled by the support shown today.

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#### **Item 10 – Executive Sessions**

The City Council adjourned into Executive Session at 9:19 a.m. in accordance with Texas Government Code §551.087, §551.072, and §551.074.

Mayor Short reconvened the meeting in open session at 11:41 a.m. and announced that no votes or polls were taken.

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#### **Item 11 – Adjourn**

Mayor Short adjourned the meeting at 11:41 a.m.

PASSED AND APPROVED this 20<sup>th</sup> day of January, 2025.

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Tim Short, Mayor

ATTEST:

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Marie Balthrop, TRMC, MMC  
City Clerk



#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

### Agenda Item Number: 6.a

**Agenda Title:** Ordinance amending Ordinance No. 12-2023, Ordinance No. 31-2025, and Ordinance No. 56-2025 declaring certain structures as dangerous by allowing additional time to rehabilitate the structures located at 1115 E. Scott Ave., 1111 Rowland Rd., 3800 Shasta Dr., 700 Denver St., and 702 Denver St.

**Council Action to be Taken:** Consider and take action on an ordinance amending ordinances No. 12-2023, No. 31-2025, and No. 56-2025 to allow for a restoration permits.

**Department Submitted:** Code Compliance

**Staff Contact:** Fabian Medellin: Director of Development Services  
Rita Miller: Neighborhood Services Manager  
Alex Borrego: Code Compliance Supervisor

### 1. PURPOSE / DESCRIPTION

Several property owners are requesting amendments to existing demolition orders that were issued prior to their ownership of the properties. Approval of the ordinance amendment would allow the owners to obtain restoration permits and enable the properties to remain on the tax rolls.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

- 1115 E. Scott Ave. (Commercial Property)  
Owner: DGB Development LLC, Garrett and Devonie Hutchinson  
Purchased on August 21<sup>st</sup>, 2025 was originally ordered for demolition by the City Council on March 21, 2023. Due to internal staffing changes and the need to train a new staff member assigned to structural cases, the demolition process was temporarily paused. In the summer of 2024, while conducting research for

environmental reviews, staff learned that the property had been sold. The new owners were contacted and submitted partial plans requesting restoration. After several months with no further communication from the owners, staff determined that the demolition process would need to move forward. During the environmental review, it was discovered that the former service station presented additional challenges related to potential petroleum tanks on the site. Staffing changes at HUD delayed receiving clear guidance on demolishing a structure that did not meet environmental standards. After months of research, it was ultimately determined that the structure could be demolished, provided the surrounding ground was not disturbed. During the environmental assessment process in the summer of 2025, the new property owners contacted staff to advise that they were purchasing the property with plans for rehabilitation with future commercial use.

- **1111 Rowland Rd. (Residential Property)**

Owner: Doyle Asset Management LLC, David Doyle

Purchased on October 20<sup>th</sup>, 2025 was originally ordered for demolition on June 17, 2025. The property was scheduled to be included in a demolition bid package after the start of the new fiscal year, when funds would become available. Staff was later contacted by the previous owner, who stated he was selling the property and that the new owner intended to request a restoration permit. Shortly thereafter, Mr. David Doyle notified staff that he had purchased the property and would be submitting restoration plans. During a December 2025 inspection, staff observed that the exterior and roof had been fully restored without a permit. The owner was advised to stop further work until permits could be reviewed with Building Inspections and was reminded that the demolition order remained in effect and could only be amended by Council.

- **3800 Shasta Dr. (Commercial Church)**

Owner: Garcia Properties & Management LLC, Jose Garcia

Purchased September 29<sup>th</sup>, 2025 was originally ordered for demolition on June 17, 2025. At that time, Council authorized the property for repair and allowed the then-current owners 30 days to obtain a restoration permit. During the June 2025 public hearing, the owners' realtor stated that the property was under contract and that the new owner would be able to secure the permit within the allotted timeframe. Due to unforeseen delays, the sale did not close until September 2025, and the deadline to obtain the permit was missed.

- **700 and 702 Denver St. (Residential Properties)**

Owner: Pedro Torres and Marvin Hurtado

Purchased on September 24<sup>th</sup>, 2025 was originally ordered for demolition on September 16, 2025. Shortly after the public hearing, the owner contacted Code Compliance and advised that the properties were being sold to a local contractor. The new owners have submitted plans to restore both properties.

### **3. BOARD REVIEW/CITIZEN INPUT**

N/A

### **4. RECOMMENDATION**

Staff recommends that City Council allow 30-days for a restoration permit and an additional 90 days for substantial completion towards a Certificate of Occupancy. If not completed, Code Compliance will demolish the structure without further council action.

### **5. FUNDING SOURCE**

N/A

### **6. TIMELINE**

- January 20<sup>th</sup>, 2026 – City Council action.
- February 19<sup>th</sup>, 2026 - 5:00pm deadline for Restoration Permit to be issued.
- April 20<sup>th</sup>, 2026 - Substantial completion towards a Certificate of Occupancy

### **7. ALTERNATIVE OPTIONS**

The City Council can determine that the demolition orders shall stay in place and Code Compliance will proceed with the demolition process.

### **8. ATTACHMENTS**

- Property Information
- Request for Restoration Forms
- Photos of Prior Work Completed

**ORDINANCE/RESOLUTION NO. \_\_\_\_\_**

**Ordinance amending Ordinance No. 12-2023, Ordinance No. 31-2025, and Ordinance No. 56-2025, declaring certain structures as dangerous by allowing additional time to rehabilitate the structures located at 1115 E. Scott Ave., 1111 Rowland Rd., 3800 Shasta Dr., 700 and 702 Denver St.**

WHEREAS, the property at 150X150 FT BLK 12&13 KEMP & NEWBY also known as 1115 E. Scott Ave. was included in a list of properties that were declared hazardous structures at the City Council meeting on March 21, 2023, and was ordered to be demolished upon determination by the City Council; and,

WHEREAS, DGB Development LLC purchased the property located at 1115 E. Scott Ave. on August 21, 2025 and have requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

WHEREAS, the property at TR 1E BLK 2 SOUTH SIDE ACRES also known as 1111 Rowland Rd. was included in a list of properties that were declared hazardous structures at the City Council meeting on June 17, 2025, and was ordered to be demolished upon determination by the City Council; and,

WHEREAS, Doyle Asset Management LLC purchased the property located at 1111 Rowland Rd. on October 20, 2025 and has requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

WHEREAS, the property at ALL BLK 33 SUNSET TERRACE 3 also known as 3800 Shasta Dr. was included in a list of properties that were declared hazardous structures at the City Council meeting on June 17, 2025, and was ordered to be demolished upon determination by the City Council; and,

WHEREAS, Garcia Properties & Management LLC purchased the property located at 3800 Shasta Dr. on September 29, 2025 and has requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

WHEREAS, the property at N4 FT OF E 150 FT LOT 6 & E150 FT LOT 7 BLK 1 KEMP & JACKSON also known as 700 Denver St. was included in a list of properties that were declared hazardous structures at the City Council meeting of September 16, 2025, and was ordered to be demolished upon determination by the City Council; and,

WHEREAS, the property at N 1.9 FT LOT 5 S 47.9 FT LOT 6 BLK 1 KEMP & JACKSON also known as 702 Denver St. was included in a list of properties that were declared hazardous structures at the City Council meeting of September 16, 2025, and was ordered to be demolished upon determination by the City Council; and,

WHEREAS, Pedro Torres and Marvin Hurtado purchased the properties located at 700 and 702 Denver St. on September 24, 2025 and have requested additional time to obtain a Restoration permit to rehabilitate this structure; and,

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

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

1. The property owners of 1115 E. Scott are granted additional time in the amount of 30 days, until the close business on February 29<sup>th</sup>, 2026 to obtain a Restoration Permit. Substantial progress towards a Certificate of Occupancy must be made by April 20<sup>th</sup>, 2026. If these deadlines are not met, the structure will be demolished without further notification.
2. The property owner of 1111 Rowland Rd. is granted additional time in the amount of 30 days, until the close business on February 29<sup>th</sup>, 2026 to obtain a Restoration Permit. Substantial progress towards a Certificate of Occupancy must be made by April 20<sup>th</sup>, 2026. If these deadlines are not met, the structure will be demolished without further notification.
3. The property owner of 3800 Shasta Dr. is granted additional time in the amount of 30 days, until the close business on February 29<sup>th</sup>, 2026 to obtain a Restoration Permit. Substantial progress towards a Certificate of Occupancy must be made by April 20<sup>th</sup>, 2026. If these deadlines are not met, the structure will be demolished without further notification.
4. The property owners of 700 Denver St. and 702 Denver St. are granted additional time in the amount of 30 days, until the close business on February 29<sup>th</sup>, 2026 to obtain a Restoration Permit. Substantial progress towards a Certificate of Occupancy must be made by April 20<sup>th</sup>, 2026. If these deadlines are not met, the structure will be demolished without further notification.
5. Upon issuance of a Certificates of Occupancy, the demolition orders shall become void.
6. Due to the fact that the subject matter of this ordinance affects the public health, safety, and welfare of the citizens of the City of Wichita Falls, this ordinance is declared to be an emergency measure, and shall become effective immediately upon its passage.

PASSED AND APPROVED this the 20<sup>th</sup> day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk

ADDRESS	OWNER	DATES
<b>1. 1115 E. Scott Ave. (Commercial Structure) 150X150 FT BLK 12&amp;13 KEMP &amp; NEWBY</b>	DGB DEVELOPMENT LLC 101 S AVE D BURKBURNETT, TX 76354	Demo Order - 03/21/2023  Sold- 08/21/2025
		

ADDRESS	OWNER	DATES
<b>2. 1111 Rowland Rd. (Main Structure) TR 1E BLK 2 SOUTH SIDE ACRES</b>	DOYLE ASSET MANAGEMENT LLC 4700 RIVIERA CT NORTH RICHLAND HILLS, TX 76180	Demo Order - 06/17/2025  Sold- 10/20/2025
		

ADDRESS	OWNER	DATES
<b>3. 3800 Shasta Dr. (Commercial Structure) 150X150 FT BLK 12&amp;13 KEMP &amp; NEWBY</b>	GARCIA PROPERTIES & MANAGEMENT LLC PO BOX 2185 WICHITA FALLS, TX 76307	Demo Order - 06/17/2025  Sold- 09/29/2025
		

ADDRESS	OWNER	DATES
<b>4. 700 Denver St. (Main Structure) N4 FT OF E 150 FT LOT 6 &amp; E150 FT LOT 7 BLK 1 KEMP &amp; JACKSON</b>	TORRES PEDRO & MARVIN HURTADO 1715 11TH ST WICHITA FALLS, TX 76301-5019	Demo Order - 09/16/2025  Sold- 09/24/2025
		

ADDRESS	OWNER	DATES
<b>5. 702 Denver St. (Main Structure) N 1.9 FT LOT 5 S 47.9 FT LOT 6 BLK 1 KEMP &amp; JACKSON</b>	TORRES PEDRO & MARVIN HURTADO 1715 11TH ST WICHITA FALLS, TX 76301-5019	Demo Order - 09/16/2025  Sold- 09/24/2025




**1115 E. Scott Ave.**



**CODE COMPLIANCE DIVISION**

**Hazardous Structure Restoration Request**

Property owners seeking to request a halt on a demolition order must complete the form below in full. This information will be presented to the City Council for consideration. Incomplete submissions may not be considered.

**Property Information**

- **Property Address:** 1115 East Scott
- **Parcel ID / Legal Description:** 150X150 FT BLK 12&13 KEMP & NEWBY

**1. Scope of Work (\*Please include an attached plan)**

Please provide a detailed description of the work you propose to perform on the structure.

(e.g., *Fire-damaged fixtures will be removed and replaced; roof rafters, decking, and shingles will be replaced; exterior walls will be repaired; windows and doors will be secured, etc.*)

We will rebuild the damaged framing in the small section; everything else has been assessed and is in good condition. Fix signage and windows, repaint exterior, re-insulate, paint, and finish interior with all new trades. Demo the parking lot and re-pour a size based on the specifications of the building.

**2. Future Use of Property**

What are your plans for the structure and property upon completion of the rehabilitation?

(e.g., *Owner-occupied living space, rental, resale, etc.*)

It will be a tenant-occupied arcade.

**3. Ownership Information**

- Do you currently own the property?  
 Yes
- If not, what is the anticipated closing date?

**4. Proposed Timeline**

If your request is approved by City Council:

- Estimated date to begin work: Dec. 2025
- Permits will be pulled within 3 days of Council approval.

**5. Contractor Information**

- Will you be hiring a licensed and bonded contractor registered with the City?  
 Yes
- Name of General Contractor: Devonie Hutchinson, Junk Busting LLC
- Bonded:  Yes

**CITY OF WICHITA FALLS**

1800 7<sup>th</sup> Street - P.O. Box 1431 – Wichita Falls, Texas 76307 – t: (940) 761-8841 – f: (940) 761-6882  
[www.wichitafallstx.gov](http://www.wichitafallstx.gov)

**6. Past Project Experience**

- Has the contractor worked on fire-damaged structures or similar rehabs?  
 Yes
- If not, please provide relevant experience or attach references/examples from other cities.

**Important Notes**

- If City Council approves your request, you will have **30 days** to pull a restoration permit from the date of Council action.
- **Substantial progress** must be made **within 90 days** from the same date.
- Failure to meet these deadlines will result in **demolition of the structure without further notice**.

**Applicant Signature:** *Devonie Hutchinson*   **Date:** Nov. 12, 2025

**Contact Information (Phone/Email):** (940) 500-1819 | junkbusting@gmail.com

**CITY OF WICHITA FALLS**

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**1111 Rowland Rd.**



**CODE COMPLIANCE DIVISION**

**Hazardous Structure Restoration Request**

Property owners seeking to request a halt on a demolition order must complete the form below in full. This information will be presented to the City Council for consideration. Incomplete submissions may not be considered.

**Property Information**

- Property Address: 1111 Rowland Road, Wichita Falls, 76301
- Parcel ID / Legal Description: TR 1 E BLK 2 South Side Acres

**1. Scope of Work (\*Please include an attached plan)**

Please provide a detailed description of the work you propose to perform on the structure.  
(e.g., Fire-damaged fixtures will be removed and replaced; roof rafters, decking, and shingles will be replaced; exterior walls will be repaired; windows and doors will be secured, etc.)

**2. Future Use of Property**

What are your plans for the structure and property upon completion of the rehabilitation?  
(e.g., Owner-occupied living space, rental, resale, etc.)

Re-store the property back to a new home with complete remodel, to either rent or sell to a family after restoration is complete

**3. Ownership Information**

- Do you currently own the property?  
 Yes  No
- If not, what is the anticipated closing date?  
\_\_\_\_\_  
\_\_\_\_\_

**4. Proposed Timeline**

If your request is approved by City Council:

- Estimated date to begin work: immediately / next day
- Permits will be pulled within 1-5 days of Council approval.

**5. Contractor Information**

- Will you be hiring a licensed and bonded contractor registered with the City?  
 Yes  No
- Name of General Contractor: Doyle Investment Group
- Bonded:  Yes  No  
\_\_\_\_\_

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#### 6. Past Project Experience

Please attach examples of similar projects completed by the contractor, preferably including before and after photos.

- Has the contractor worked on fire-damaged structures or similar rehabs?  
 Yes  No
- If not, please provide relevant experience or attach references/examples from other cities.

---

#### Important Notes

- If City Council approves your request, you will have **30 days** to pull a restoration permit from the date of Council action.
- **Substantial progress** must be made **within 90 days** from the same date.
- Failure to meet these deadlines will result in **demolition of the structure without further notice**.

---

Applicant Signature:



Date: 10-24-2025

Contact Information (Phone/Email):

David Doyle  
817-992-2877

ddoyle6doyleinvestmentgroup.net

#### CITY OF WICHITA FALLS

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## **3800 Shasta Dr.**



### **CODE COMPLIANCE DIVISION**

#### **Hazardous Structure Restoration Request**

Property owners seeking to request a halt on a demolition order must complete the form below in full. This information will be presented to the City Council for consideration. Incomplete submissions may not be considered.

#### **Property Information**

- Property Address: 3800 SHASTA Wichita falls
- Parcel ID / Legal Description: ALL BLOCK 33 SUNSET TERRACE 3

#### **1. Scope of Work (\*Please include an attached plan)**

Please provide a detailed description of the work you propose to perform on the structure.  
(e.g., Fire-damaged fixtures will be removed and replaced; roof rafters, decking, and shingles will be replaced; exterior walls will be repaired; windows and doors will be secured, etc.)

#### **2. Future Use of Property**

What are your plans for the structure and property upon completion of the rehabilitation?  
(e.g., Owner-occupied living space, rental, resale, etc.)

Restore As Original Keep as Church

#### **3. Ownership Information**

- Do you currently own the property?  
 Yes  No
- If not, what is the anticipated closing date?

#### **4. Proposed Timeline**

If your request is approved by City Council:

- Estimated date to begin work: As soon as Permit is Approved.
- Permits will be pulled within \_\_\_\_\_ days of Council approval.

#### **5. Contractor Information**

- Will you be hiring a licensed and bonded contractor registered with the City?  
 Yes  No
- Name of General Contractor: GARNEL CONSTRUCTION LLC
- Bonded:  Yes  No

#### **CITY OF WICHITA FALLS**

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#### 6. Past Project Experience

Please attach examples of similar projects completed by the contractor, preferably including before and after photos.

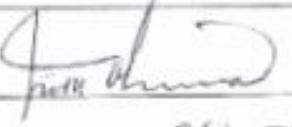
- Has the contractor worked on fire-damaged structures or similar rehabs?  
 Yes  No
- If not, please provide relevant experience or attach references/examples from other cities.

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#### Important Notes

- If City Council approves your request, you will have **30** days to pull a restoration permit from the date of Council action.
- Substantial progress must be made within **90** days from the same date.
- Failure to meet these deadlines will result in **demolition of the structure without further notice**.

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Applicant Signature: 

Date: 12/22/2025

Contact Information (Phone/Email): 940 781-3038

#### CITY OF WICHITA FALLS

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[www.wichitafalls.tx.gov](http://www.wichitafalls.tx.gov)

Propose Repairs for

3800 Shasta

Wichita Falls, Tx

Remove and replace any fire damage walls and roof framing seal all smoked areas

New electrical and mechanical

Re sheetrock new rebuilt wall ceilings and repaint all as needed

## 700 Denver St.



### CODE COMPLIANCE DIVISION

#### Hazardous Structure Restoration Request

Property owners seeking to request a halt on a demolition order must complete the form below in full. This information will be presented to the City Council for consideration. Incomplete submissions may not be considered.

#### Property Information

- Property Address: 700 Denver St, Wichita Falls, TX 76309
- Parcel ID / Legal Description: E45 Ft Lots 11 18 Blk Ac Warford

#### 1. Scope of Work (\*Please include an attached plan)

Please provide a detailed description of the work you propose to perform on the structure.  
(e.g., Fire-damaged fixtures will be removed and replaced; roof rafters, decking, and shingles will be replaced; exterior walls will be repaired; windows and doors will be secured, etc.)

#### 2. Future Use of Property

What are your plans for the structure and property upon completion of the rehabilitation?  
(e.g., Owner-occupied living space, rental, resale, etc.)

rental or resale

#### 3. Ownership Information

- Do you currently own the property?  
 Yes  No
- If not, what is the anticipated closing date?

#### 4. Proposed Timeline

If your request is approved by City Council:

- Estimated date to begin work: 14 days after permits approved
- Permits will be pulled within 14 days of Council approval.

#### 5. Contractor Information

- Will you be hiring a licensed and bonded contractor registered with the City?  
 Yes  No
- Name of General Contractor: Pete's Construction
- Bonded:  Yes  No

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**6. Past Project Experience**

Please attach examples of similar projects completed by the contractor, preferably including before and after photos.

- Has the contractor worked on fire-damaged structures or similar rehabs?  
 Yes  No
- If not, please provide relevant experience or attach references/examples from other cities.

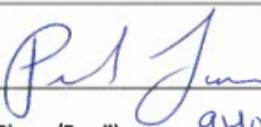
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**Important Notes**

- If City Council approves your request, you will have **30** days to pull a restoration permit from the date of Council action.
- **Substantial progress** must be made within **90** days from the same date.
- Failure to meet these deadlines will result in **demolition of the structure without further notice**.

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Applicant Signature:  Date: 10/15/25

Contact Information (Phone/Email): 940-733-2820

**CITY OF WICHITA FALLS**

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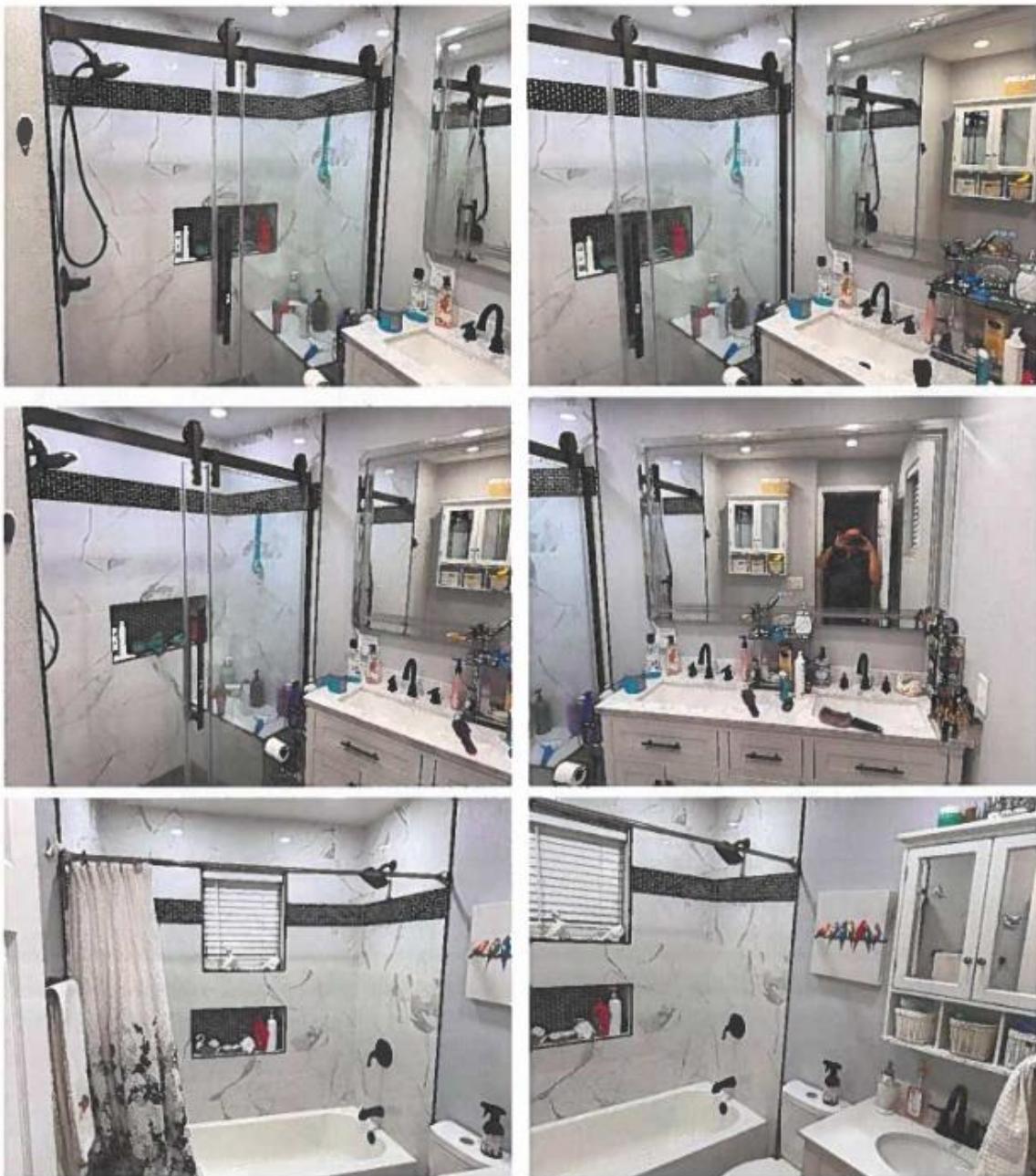
### **Scope of Work for 700 Denver St**

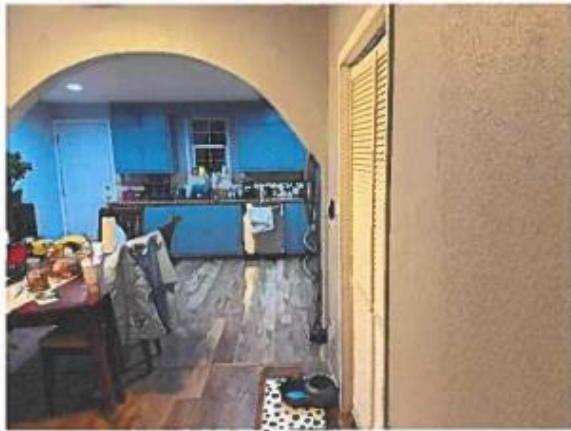
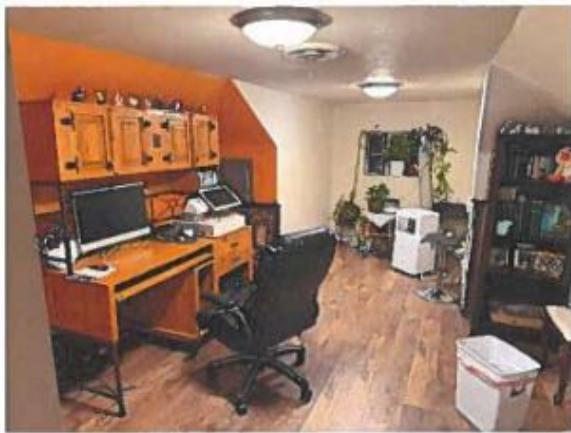
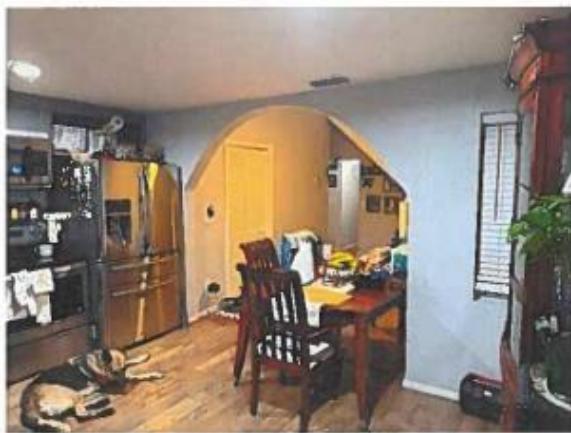
- Rubbage cleanup inside and outside
- Clean all smoke damage
- Spray Kilz restoration for smoke
- Repair cracks and holes in walls
- Replace deteriorated wood
- Replace roof
- Repair and replace electrical, as needed
- Replace damaged sheetrock
- Replace flooring
- Repair, replace, and re-paint windows as needed
- Paint walls

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Restoration Examples

1920 7th St, Wichita Falls, TX 76309





## **702 Denver St.**



### **CODE COMPLIANCE DIVISION**

#### **Hazardous Structure Restoration Request**

Property owners seeking to request a halt on a demolition order must complete the form below in full. This information will be presented to the City Council for consideration. Incomplete submissions may not be considered.

##### **Property Information**

- Property Address: 702 Denver St, Wichita Falls, TX 76309
- Parcel ID / Legal Description: N 1.9 Ft Lot 55 47.9 Ft Lot 6 BIR 1 Kemp Jackson

##### **1. Scope of Work (\*Please include an attached plan)**

Please provide a detailed description of the work you propose to perform on the structure.

(e.g., Fire-damaged fixtures will be removed and replaced; roof rafters, decking, and shingles will be replaced; exterior walls will be repaired; windows and doors will be secured, etc.)

##### **2. Future Use of Property**

What are your plans for the structure and property upon completion of the rehabilitation?

(e.g., Owner-occupied living space, rental, resale, etc.)

rental or resale

##### **3. Ownership Information**

- Do you currently own the property?  
 Yes  No
- If not, what is the anticipated closing date?

##### **4. Proposed Timeline**

If your request is approved by City Council:

- Estimated date to begin work: 14 days after permits approved
- Permits will be pulled within 14 days of Council approval.

##### **5. Contractor Information**

- Will you be hiring a licensed and bonded contractor registered with the City?  
 Yes  No
- Name of General Contractor: Pete's Construction
- Bonded:  Yes  No

#### **CITY OF WICHITA FALLS**

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#### 6. Past Project Experience

Please attach examples of similar projects completed by the contractor, preferably including before and after photos.

- Has the contractor worked on fire-damaged structures or similar rehabs?  
 Yes  No
- If not, please provide relevant experience or attach references/examples from other cities.

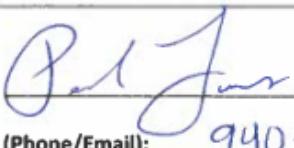
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#### Important Notes

- If City Council approves your request, you will have 30 days to pull a restoration permit from the date of Council action.
- Substantial progress must be made within 90 days from the same date.
- Failure to meet these deadlines will result in demolition of the structure without further notice.

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Applicant Signature:  Date: 10/15/25

Contact Information (Phone/Email): 940-733-2820

#### CITY OF WICHITA FALLS

1800 7<sup>TH</sup> Street - P.O. Box 1431 - Wichita Falls, Texas 76307 - t: (940) 761-8841 - f: (940) 761-6882  
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### **Scope of Work for 702 Denver St**

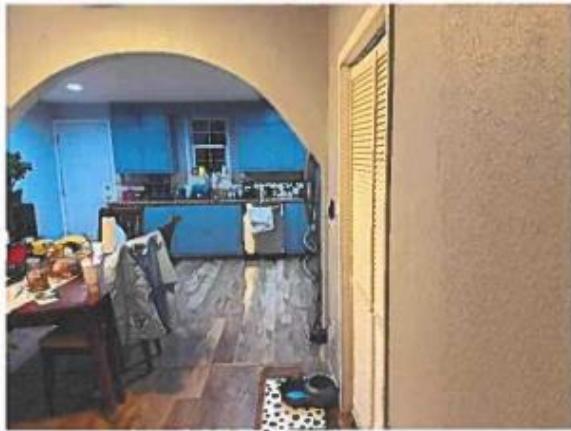
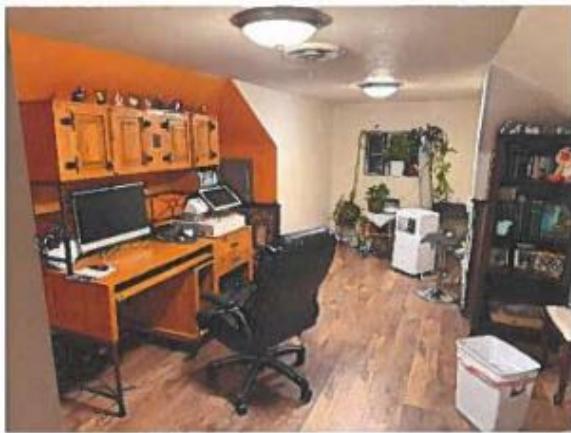
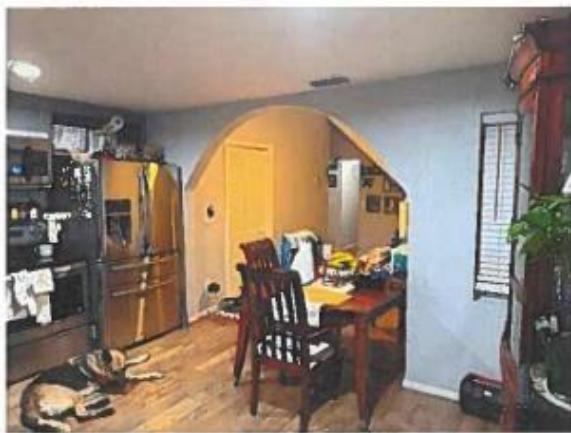
- Rubbage cleanup inside and outside
- Clean all smoke damage
- Spray Kilz restoration for smoke
- Repair cracks and holes in walls
- Replace deteriorated wood
- Replace roof
- Repair and replace electrical, as needed
- Replace damaged sheetrock
- Replace flooring
- Repair, replace, and re-paint windows as needed
- Paint walls

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Restoration Examples

1920 7th St, Wichita Falls, TX 76309







#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 7.a

**Agenda Title:** Resolution authorizing the City Manager to award bid and contract for the replacement of indoor lighting at the Regional Airport, located at 4000 Armstrong Dr, Wichita Falls, TX, to Wichita Falls/Davis Electric Company in the amount of \$132,916.00.

**Council Action to be Taken:** Approval of the Resolution

**Department Submitted:** Airports Department

**Staff Contact:** James McKechnie, Deputy City Manager; Jenny Stevens, Airports Administrator

### 1. PURPOSE / DESCRIPTION

The purpose of this agenda item is to request City Council approval to award a contract to Wichita Falls/Davis Electric Company for indoor lighting improvements at City facilities. The project will modernize existing lighting systems, improve visibility and safety, increase energy efficiency, and reduce long-term maintenance costs.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Staff identified the need for updated indoor lighting due to aging fixtures, inconsistent illumination levels, and increasing maintenance issues. The proposed improvements will enhance operational efficiency and provide safer, more reliable lighting for staff and the public.

A procurement process was conducted in accordance with City purchasing policies. After reviewing the submitted proposals, Wichita Falls/Davis Electric Company was

determined to be the most responsive and responsible vendor, offering competitive pricing and demonstrating experience with similar projects.

### **3. BOARD REVIEW/CITIZEN INPUT**

N/A

### **4. RECOMMENDATION**

Staff recommends approval of the award of contract to Wichita Falls/Davis Electric Company in the amount of \$132,916 for indoor lighting improvements.

### **5. FUNDING SOURCE**

Funding for this project is available through the approved budget and will be allocated from the appropriate departmental capital or facilities improvement funds. No additional budget appropriation is required.

### **6. TIMELINE**

Upon Council approval, work is anticipated to begin following contract execution, with completion within the standard construction timeframe outlined in the contract.

### **7. ALTERNATIVE OPTIONS**

Delay the project, resulting in continued maintenance issues and higher long-term costs; or reject all proposals and rebid the project, potentially delaying needed improvements.

### **8. ATTACHMENTS**

- Resolution

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

**Resolution authorizing award for bid and contract for the replacement of indoor lighting at the Regional Airport, located at 4000 Armstrong Drive, Wichita Falls, TX, to Wichita Falls/Davis Electric Company in the amount of \$132,916.00**

WHEREAS, the City of Wichita Falls has identified the need for indoor lighting improvements to enhance safety, efficiency, and functionality of City facilities; and,

WHEREAS, Wichita Falls/Davis Electric Company has submitted a responsive proposal in the amount of \$132,916 and has been determined to be a qualified and responsible contractor.

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

The City Manager is authorized to execute a contract and all related documents, in a form approved by the City Attorney, necessary to replace the indoor lighting at the Regional Airport with Wichita Falls/Davis Electric Company, in the amount of \$132,916.00.

PASSED AND APPROVED this the 20th day of January, 2026.

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**M A Y O R**

ATTEST:

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**City Clerk**



## City Council Meeting January 20, 2026 Transmittal Letter

### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

**Agenda Item Number:** 7.b

**Agenda Title:** Resolution authorizing contract for the replacement of chiller system compressor at the Regional Airport, located at 4000 Armstrong Dr, Wichita Falls, TX, to Prestige Heating & Air Conditioning Services, LLC in the amount of \$139,695.00.

**Council Action to be Taken:** Approval of the Resolution

**Department Submitted:** Airports Department

**Staff Contact:** James McKechnie, Deputy City Manager  
Jenny Stevens, Airport Administrator

### 1. PURPOSE / DESCRIPTION

Authorizing Prestige Heating and AC to replace the A/C compressors and perform necessary repairs to the airport chiller system. This project is essential to maintain reliable climate control within the terminal and associated facilities, ensuring passenger comfort, operational continuity, and protection of critical equipment.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The airport chiller system has experienced catastrophic mechanical issues related to aging compressors and system performance degradation from long-neglected maintenance. These issues pose a significant risk to temperature control within the terminal, particularly during peak seasonal demand. As such, this repair is authorized under Tex. Loc. Gov't Code 252.022 (3).

Staff evaluated the condition of the system and determined that compressor replacement and associated repairs are necessary to restore full functionality and prevent imminent system failure.

### **3. BOARD REVIEW/CITIZEN INPUT**

N/A

### **4. RECOMMENDATION**

Staff recommends approval of the award of contract to Prestige Heating and AC in the amount of \$139,695 for the replacement of compressors and repairs to the airport chiller system.

### **5. FUNDING SOURCE**

Funding for this project is available within the approved Airport budget and will be funded through designated facilities maintenance or capital improvement accounts. No additional funding is requested.

### **6. TIMELINE**

Repairs and replacement are expected to be completed as promptly as possible to minimize operational impact and reduce the risk of system failure.

### **7. ALTERNATIVE OPTIONS**

Defer repairs, increasing the risk of chiller failure, potential terminal shutdowns, and higher emergency repair costs; or reject the proposal and rebid, which may delay critical repairs.

### **8. ATTACHMENTS**

- Resolution

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

**Resolution authorizing the replacement of chiller system compressors at the Regional Airport, located at 4000 Armstrong Dr, Wichita Falls, TX, by Prestige Heating & Air Conditioning Services, LLC in the amount of \$139,695.00**

WHEREAS, Texas Local Government Code §252.022 (3) exempts "a procurement necessary because of unforeseen damage to public machinery, equipment, or other property"; and,

WHEREAS, the City Council of the City of Wichita Falls finds the failure of the A/C system at the Regional Airport was caused by unforeseen damage; and,

WHEREAS, the City Council finds that Prestige Heating & Air Conditioning Services, LLC is qualified to replace the chiller system compressors in the A/C system at the Regional Airport.

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

The City Manager is authorized to execute a contract and all related documents, as approved by the City Attorney, necessary to replace the chiller system compressors in the A/C system at the Regional Airport, by Prestige Heating & Air Conditioning Services, LLC, in the amount of \$139,695.00.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



## City Council Meeting January 20, 2026 Transmittal Letter

### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

**Agenda Item Number:** 7.c

**Agenda Title:** Resolution authorizing the approval of the assignment of the Oklaunion Power Stations LLC Raw Water Contract to Platon Investments LLC

**Council Action to be Taken:** Approval of Resolution

**Department Submitted:** Public Works

**Staff Contact:** Russell Schreiber, P.E., Director of Public Works  
Julia Vasquez, Assistant City Attorney

### 1. PURPOSE / DESCRIPTION

The proposed action would authorize the assignment of the current raw water contract from Oklaunion Power Station LLC (OPS) to Platon Investments LLC.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The current OPS Raw Water Contact was executed with the city and the Wichita County Water Improvement District #2 (WCWID#2) on October 19, 2023. The purpose and use of the water is for industrial purposes as defined by the Texas Administrative Code and for the development of industrial gases. Use of the water is specifically limited to the specific properties described in the agreement. The annual volume of water allocated under the agreement is 20,000 acft from the Lake Kemp Diversion system.

Staff and the WCWID#2 manager met with representatives of OPS and Platon in early December of 2025 and discussed the assignment request and process. The current contract provides for the assignment upon the approval of all parties. All terms and conditions of the contract would remain in place, and no modifications to the agreement are being proposed at this time.

### 3. BOARD REVIEW/CITIZEN INPUT

The WCWID#2 Board approved the assignment on January 13, 2026.

#### **4. RECOMMENDATION**

Staff recommends approval of the assignment.

#### **5. FUNDING SOURCE**

N/A

#### **6. TIMELINE**

The Assignment would become effective upon the execution of the Assignment agreement.

#### **7. ALTERNATIVE OPTIONS**

If not approved, the contract would remain with OPS.

#### **8. ATTACHMENTS**

- Resolution

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

**Resolution authorizing the approval of the assignment of the Olaunion Power Stations LLC Raw Water Contract to Platon Investments LLC**

WHEREAS, the City of Wichita Falls, Texas (the "City") and Wichita County Water Improvement District #2 ("WCWID"), as "Owners," entered into a previous contract titled Olaunion Power Station, L.L.C. Raw Water Purchase Contract (the "Water Contract") dated effective October 19, 2023, with Olaunion Power Station, L.L.C. ("OPS"), as "Customer"; and,

WHEREAS, OPS has requested Owners' approval of a proposed assignment of the Contract (the "Assignment") to Platon Investments L.L.C. (the "Assignee"); and,

WHEREAS, Section 6.0 of the Water Contract requires each Owner to approve any assignment, which approval shall not be unreasonably withheld, conditioned, or delayed; and,

WHEREAS, the City has reviewed the proposed Assignment and determined that Assignee possesses the resources necessary to perform the obligations under the Contract as Customer; and,

WHEREAS, the City finds that consenting to the proposed Assignment will promote the public interest and provide a public benefit by ensuring the continued and uninterrupted performance of services and receipt of revenues under the Contract; and,

WHEREAS, the City further finds that approval of the proposed Assignment will not increase the City's financial obligations or create any new fiscal liability beyond those previously approved under the Contract.

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

1. Approval of Proposed Assignment. The City hereby authorizes and approves the proposed Assignment of the Contract from OPS to Assignee.
2. Release of Assignor. Effective upon completion of the proposed Assignment (the effective date of which shall be the later of the (i) date on which the last Owner authorizes and approves the proposed Assignment and (ii) effective date of the Assignment, as stated in an assignment and assumption agreement executed by Customer and Assignee), OPS is hereby released from all duties, obligations, and liabilities arising under the Contract accruing after the effective date of the proposed Assignment, and Assignee shall assume and be solely responsible for all such obligations thereafter.

3. No Fiscal Impact. Approval of the proposed Assignment shall have no fiscal impact on the City and shall not modify the compensation, term, or financial obligations of the City under the Contract.
4. No Other Modifications. Except as expressly approved herein, all other terms and conditions of the Contract shall remain unchanged and in full force and effect.
5. Effective Date of Resolution. This Resolution shall take effect 30 days after the adoption of this Resolution.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 7.d

**Agenda Title:** Resolution authorizing the City Manager to award bid and contract for the 2025 Sewer Budget Utility Improvement Project to Canary Construction, Inc. in the amount of \$4,354,041.00.

**Council Action to be Taken:** Approval of Resolution

**Department Submitted:** Engineering

**Staff Contact:** Tyson Traw, Director of Engineering  
Shanice Robinson, Project Manager

### 1. PURPOSE / DESCRIPTION

This project would provide quality infrastructure by replacing sewer lines that were identified as deficient in the Wastewater Capital Improvements Plan. The sewer lines to be replaced are located primarily on Sherman Road and across Kell Freeway. Additionally, this project will rehabilitate 3 lift stations (LS 7, LS 14, and LS 60) by replacing pumps, valves, and equipment that can no longer be effectively repaired by City Staff.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On November 18, 2025, bids were opened for the 2025 Sewer Budget Utility Improvement Project. The project bid proposal included a Base Bid and 5 additive alternate bids. Canary Construction, Inc. was the only bidder. Staff recommends the award of the Base Bid and Additive Alternates #3, #4, and #5, which results in the following bid totals:

<u>Company</u>	<u>Amount</u>
Canary Construction, Inc. – Lewisville, TX	\$4,354,041.00

**3. BOARD REVIEW/CITIZEN INPUT**

N/A

**4. RECOMMENDATION**

Approval of the resolution to award the bid and contract for the Base Bid and Additive Alternates #3, #4, & #5.

**5. FUNDING SOURCE**

Budgeted funds for sewer rehabilitation carried forward from remaining FY25 funds and combined with some FY26 Utilities funds.

**6. TIMELINE**

The contract time allowed on the project is three hundred and fifteen (315) consecutive days from the Notice to Proceed.

**7. ALTERNATIVE OPTIONS**

If this project is not awarded, there is the future potential for sanitary sewer overflows or backups during extreme loading of the sewer system in the vicinity of the undersized sewer lines. Extreme loading of the sewer system could potentially occur during intense rainfall events due to inflow and infiltration into the sewer system. The existing sewer lines are primarily composed of clay, which is highly susceptible to inflow and infiltration. With regards to the lift stations, the continued deterioration of the equipment would render future repairs to be increasingly more difficult. Much of the existing equipment is old, and parts for repair are difficult to find. Some of the needed repairs are already beyond the capabilities of City staff. If the lift stations are not able to function, sewage will essentially be trapped at these low points in the collection system, and the sewage will not be able to reach the Resource Recovery Facility, where it can be treated.

**8. ATTACHMENTS**

- Letter of Recommendation
- Bid Tabulation
- Location Maps

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

**Resolution authorizing the City Manager to award bid and contract for the 2025 Sewer Budget Utility Improvement Project to Canary Construction, Inc. in the amount of \$4,354,041.00**

WHEREAS, one of the City of Wichita Falls' Strategic Goals is to Provide Quality Infrastructure; and,

WHEREAS, the City of Wichita Falls has advertised for bids for the 2025 Sewer Budget Utility Improvement Project; and,

WHEREAS, it is found that the lowest responsible bidder is Canary Construction, Inc. who made a unit price bid with an estimated total of \$4,354,041.00.

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

The City manager, or their designee, is hereby authorized to execute a contract and any related documents, as approved by the City Attorney, necessary to carry out the intent of this resolution.

PASSED AND APPROVED this the 20th day of January, 2026.

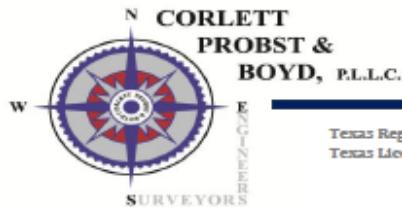
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M A Y O R

ATTEST:

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City Clerk



Devin G. Smith, P.E., R.P.L.S.  
President

Texas Registered Engineering Firm F-279  
Texas Licensed Surveying Firm 100541-00

November 19, 2025

**Mr. Tyson Traw, P.E.**  
**Director of Engineering**  
**705 8<sup>th</sup> Street, 9<sup>th</sup> Floor**  
**Wichita Falls, TX 76301**

**Re: 2025 City of Wichita Falls Sewer BUIP – Letter of Recommendation for Award**

Dear Mr. Traw:

Corlett, Probst & Boyd ("CPB") has reviewed the bid submitted, references, and verified the lowest responsible bidder's work history. Canary Construction, Inc. has successfully performed gravity sewer work for the City of Wichita Falls in the past and for many other cities and utility providers in the North Central Texas region. They have previously completed a new lift station project and have recently been awarded another large lift station rehabilitation project in the region. All the sources CPB has contacted have reflected that Canary Construction, Inc. is a reputable company. CPB recommends awarding this project to Canary Construction, Inc. at their bid price.

Thank you for the opportunity to continue providing services to the City of Wichita Falls. We look forward to working with the City.

Cordially,

T. Blane Boswell, PE, CFM  
Engineering Operations Manager & Professional Engineer  
Corlett, Probst & Boyd, PLLC

2025 SEWER BUDGET UTILITY IMPROVEMENT PROJECT

CWF25-565-08

BID DATE: NOVEMBER 18, 2025

BASE BID

Pay Item	Description	Unit	Quantity
107-TS	TRENCH SAFETY SYSTEM	LF	2338
200.1	SITE PREP & MOBILIZATION (NOT TO EXCEED 5%)	LS	1
203.1-RP	REMOVE EXISTING PAVEMENT	SY	702
305.2-AA	INSTALL 6" REINFORCED CONCRETE ALLEY APPROACH	SY	37
305.2-SW	INSTALL 4" REINFORCED CONCRETE SIDEWALK	SY	15
402-PR	CITY PAVEMENT REPAIR	SY	801
402-PR-TX	TXDOT PAVEMENT REPAIR	SY	34
501-CP	CUT, PLUG, AND GROUT FILL ABANDONED SEWER LINE	LS	1
501.14-WA	WATERLINE ADJUSTMENT	LS	1
501.17-10	INSTALL 10" SDR 26 PVC SANITARY SEWER PIPE	LF	1734
501.17-16	INSTALL 16" IPS DR 17 FUSIBLE HDPE SANITARY SEWER PIPE	LF	578
502.1-A	REMOVE SANITARY SEWER MANHOLE	EA	1
502.1-ED	INSTALL 4' DIA. EXTERNAL DROP SANITARY SEWER MANHOLE	EA	2
502.1-5	INSTALL 5' DIA. SANITARY SEWER MANHOLE	EA	3
502.1-RR	REMOVE & REPLACE 4' DIA. SANITARY SEWER MANHOLE	EA	7
502.9-MC	MANHOLE COATING	SF	1336
502.9-LSC	LIFT STATION COATING	SF	800
503-20	INSTALL 20" STEEL CASING	LF	248
702-JB	STORM DRAIN JUNCTION BOX	EA	1
801-TX	TXDOT TRAFFIC CONTROL	LS	1
801	CITY TRAFFIC CONTROL	LS	1
501.12-A	INSTALL 24" X 24" ALUMINUM PUMP ACCESS HATCH	EA	4

Canary Construction, Inc.,  
Lewisville, TX

Unit Price	Total
\$2.00	\$4,676.00
\$200,000.00	\$200,000.00
\$100.00	\$70,200.00
\$280.00	\$10,360.00
\$200.00	\$3,000.00
\$250.00	\$200,250.00
\$350.00	\$11,900.00
\$20,000.00	\$20,000.00
\$5,500.00	\$5,500.00
\$125.00	\$216,750.00
\$180.00	\$104,040.00
\$2,500.00	\$2,500.00
\$8,000.00	\$16,000.00
\$9,500.00	\$28,500.00
\$9,500.00	\$66,500.00
\$75.00	\$100,200.00
\$95.00	\$76,000.00
\$1,000.00	\$248,000.00
\$45,000.00	\$45,000.00
\$20,000.00	\$20,000.00
\$20,000.00	\$20,000.00
\$2,500.00	\$10,000.00

501.12-PA14	INSTALL 30" X 30" ALUMINUM PUMP ACCESS HATCH	EA	3	\$3,000.00	\$9,000.00
501.12-AV7	INSTALL 42" X 42" ALUMINUM VALVE VAULT ACCESS HATCH	EA	1	\$4,000.00	\$4,000.00
501.12-AV14	INSTALL 30" X 60" ALUMINUM VALVE VAULT ACCESS HATCH	EA	3	\$4,300.00	\$12,900.00
502.1-BMH	INSTALL CONCRETE BYPASS MANHOLE	EA	1	\$7,000.00	\$7,000.00
502.1-VV7	INSTALL CONCRETE VALVE VAULT FOR LS7	EA	1	\$75,000.00	\$75,000.00
502.1-VV14	INSTALL CONCRETE VALVE VAULT FOR LS14	EA	1	\$120,000.00	\$120,000.00
502.9-LSC	LIFT STATION COATING	SF	4837	\$95.00	\$459,515.00
600-EP	ELECTRICAL PANEL & COMPOENETS INSTALLATION	EA	3	\$165,000.00	\$495,000.00
600-PF	INSTALL LIFT STATION PIPING, FITTINGS & TIE-INS	LS	2	\$155,000.00	\$310,000.00
600-PM	INSTALL NEW PUMP, MOTOR, & GUIDE RAILS	EA	7	\$95,000.00	\$665,000.00
600-R	REMOVE & SALVAGE EXISTING PUMPS	EA	7	\$1,000.00	\$7,000.00
600-RP	REMOVE EXISTING PIPING & APPURTENANCES	EA	7	\$6,500.00	\$45,500.00
600-RR	REMOVE & REPLACE EXISTING VALVE VAULT ITEMS	LS	1	\$65,000.00	\$65,000.00
600-TP	TEMPORARY BYPASS PUMPING	EA	3	\$125,000.00	\$375,000.00
701.2-RB	REMOVE PUMP HOUSE BUILDING AT LS7	SF	125	\$100.00	\$12,500.00
702-CM	INSTALL CONCRETE MODIFICATIONS FOR LIFT STATION CONVERSION	LS	2	\$45,000.00	\$90,000.00
703-PH	INSTALL PUMP HOIST ASSEMBLY	EA	3	\$6,000.00	\$18,000.00
801.4-IR	INSTALL INTRUDER RESISTANT FENCE	LF	205	\$210.00	\$43,050.00
<b>Base Bid Engineers Estimate: \$3,900,000.00</b>					
		<b>TOTAL</b>		<b>\$4,292,841.00</b>	

ADD/ALT #1 - SEWER LINE IN ALLEY FROM SHERMAN TO COLQUIT				
Pay Item	Description	Unit	Quantity	
107-TS-ALT1	TRENCH SAFETY SYSTEM	LF	1709	
203.1-RP-ALT1	REMOVE EXISTING PAVEMENT	SY	762	
301.1-ALT1	6" STABILIZED SUBGRADE	SY	931	
306.6-A-ALT1	INSTALL 6" REINFORCED CONCRETE ALLEY	SY	845	
305.2-AA-ALT1	INSTALL 6" REINFORCED CONCRETE ALLEY APPROACH	SY	93	
402-PR-ALT1	CITY PAVEMENT REPAIR	SY	50	
501.17-8-ALT1	INSTALL 8" SDR 26 PVC SANITARY SEWER PIPE	LF	869	
501.17-10-ALT1	INSTALL 10" SDR 26 PVC SANITARY SEWER PIPE	LF	840	
502.1-I-ALT1	INSTALL 4' DIA. SANITARY SEWER MANHOLE	EA	1	
502.1-RR-ALT1	REMOVE & REPLACE 4' DIA. SANITARY SEWER MANHOLE	EA	5	
502.9-MC-ALT1	MANHOLE COATING	SF	752	
801-ALT1	CITY TRAFFIC CONTROL	LS	1	
Engineers Estimate: \$524,000.00				

Canary Construction, Inc., Lewisville, TX	
Unit Price	Total
\$2.00	\$3,418.00
\$100.00	\$76,200.00
\$65.00	\$60,515.00
\$250.00	\$211,250.00
\$260.00	\$24,180.00
\$250.00	\$12,500.00
\$110.00	\$95,590.00
\$120.00	\$100,800.00
\$8,500.00	\$8,500.00
\$9,500.00	\$47,500.00
\$75.00	\$56,400.00
\$20,000.00	\$20,000.00
<b>TOTAL</b>	<b>\$716,853.00</b>

ADD/ALT #2 - SEWER LINE IN LEBANON FROM ALLEY ON EACH SIDE OF KESSLER				
Pay Item	Description	Unit	Quantity	
107-TS-ALT2	TRENCH SAFETY SYSTEM	LF	708	
402-PR-ALT2	CITY PAVEMENT REPAIR	SY	404	
501.17-8-ALT2	INSTALL 8" SDR 26 PVC SANITARY SEWER PIPE	LF	708	
502.1-I-ALT2	INSTALL 4' DIA. SANITARY SEWER MANHOLE	EA	1	
502.1-RR-ALT2	REMOVE & REPLACE 4' DIA. SANITARY SEWER MANHOLE	EA	1	
502.9-MC-ALT2	MANHOLE COATING	SF	285	
801-ALT1	CITY TRAFFIC CONTROL	LS	1	
Engineers Estimate: \$172,500.00				

Canary Construction, Inc., Lewisville, TX	
Unit Price	Total
\$2.00	\$1,416.00
\$280.00	\$113,120.00
\$110.00	\$77,880.00
\$8,500.00	\$8,500.00
\$9,500.00	\$9,500.00
\$75.00	\$21,375.00
\$6,000.00	\$6,000.00
<b>TOTAL</b>	<b>\$237,791.00</b>

ADD/ALT #3 - LIFT STATION 7 WATER SERVICE				
Pay Item	Description	Unit	Quantity	
402-PR-ALT3	PAVEMENT REPAIR	SY	15	
502.10-LS-ALT3	INSTALL 1" LONG WATER SERVICE LINE	LF	200	
502.10-BF-ALT3	INSTALL BACKFLOW PREVENTOR IN INSULATED BOX	EA	1	
502.10-FP-ALT3	INSTALL FROST PROOF HOSE BIBB HYDRANT	EA	1	
Engineers Estimate: \$19,000.00				

Canary Construction, Inc., Lewisville, TX	
Unit Price	Total
\$280.00	\$4,200.00
\$60.00	\$12,000.00
\$2,000.00	\$2,000.00
\$3,000.00	\$3,000.00
<b>TOTAL</b>	<b>\$21,200.00</b>

ADD/ALT #4 - LIFT STATION 14 WATER SERVICE				
Pay Item	Description	Unit	Quantity	
402-PR-ALT4	PAVEMENT REPAIR	SY	5	
502.10-LS-ALT4	INSTALL 1" LONG WATER SERVICE LINE	LF	330	
502.10-BF-ALT4	INSTALL BACKFLOW PREVENTOR IN INSULATED BOX	EA	1	
502.10-FP-ALT4	INSTALL FROST PROOF HOSE BIBB HYDRANT	EA	1	
Engineers Estimate: \$24,500.00				

Canary Construction, Inc., Lewisville, TX	
Unit Price	Total
\$280.00	\$1,400.00
\$60.00	\$19,800.00
\$2,000.00	\$2,000.00
\$3,000.00	\$3,000.00
<b>TOTAL</b>	<b>\$26,200.00</b>

ADD/ALT #5 - LIFT STATION 60 WATER SERVICE				
Pay Item	Description	Unit	Quantity	
402-PR-ALT5	PAVEMENT REPAIR	SY	10	
502.10-LS-ALT5	INSTALL 1" LONG WATER SERVICE LINE	LF	100	
502.10-BF-ALT5	INSTALL BACKFLOW PREVENTOR IN INSULATED BOX	EA	1	
502.10-FP-ALT5	INSTALL FROST PROOF HOSE BIBB HYDRANT	EA	1	
Engineers Estimate: \$13,500.00				

Canary Construction, Inc., Lewisville, TX	
Unit Price	Total
\$280.00	\$2,800.00
\$60.00	\$6,000.00
\$2,000.00	\$2,000.00
\$3,000.00	\$3,000.00
<b>TOTAL</b>	<b>\$13,800.00</b>

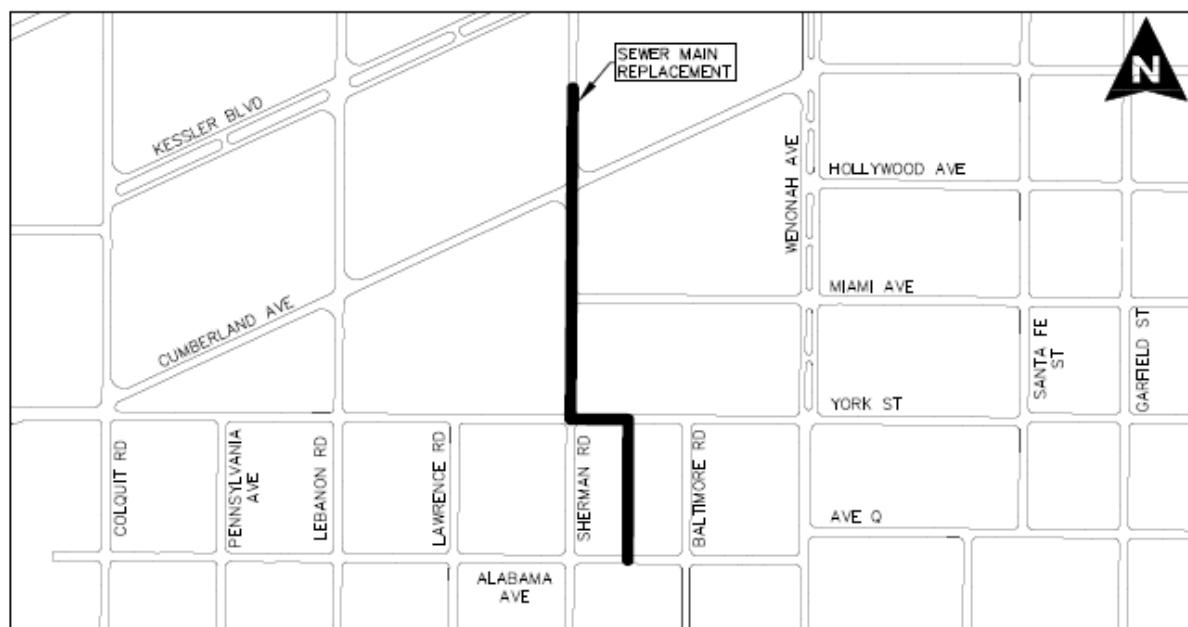
**2025 SEWER  
BUDGET UTILITY IMPROVEMENT PROJECT  
CWF25-565-08**



SCALE: 1"=500'  
UFT STATION 14 REHAB



SCALE: 1"=500'  
SEWER MAIN REPLACEMENT  
KELL BOULEVARD AREA



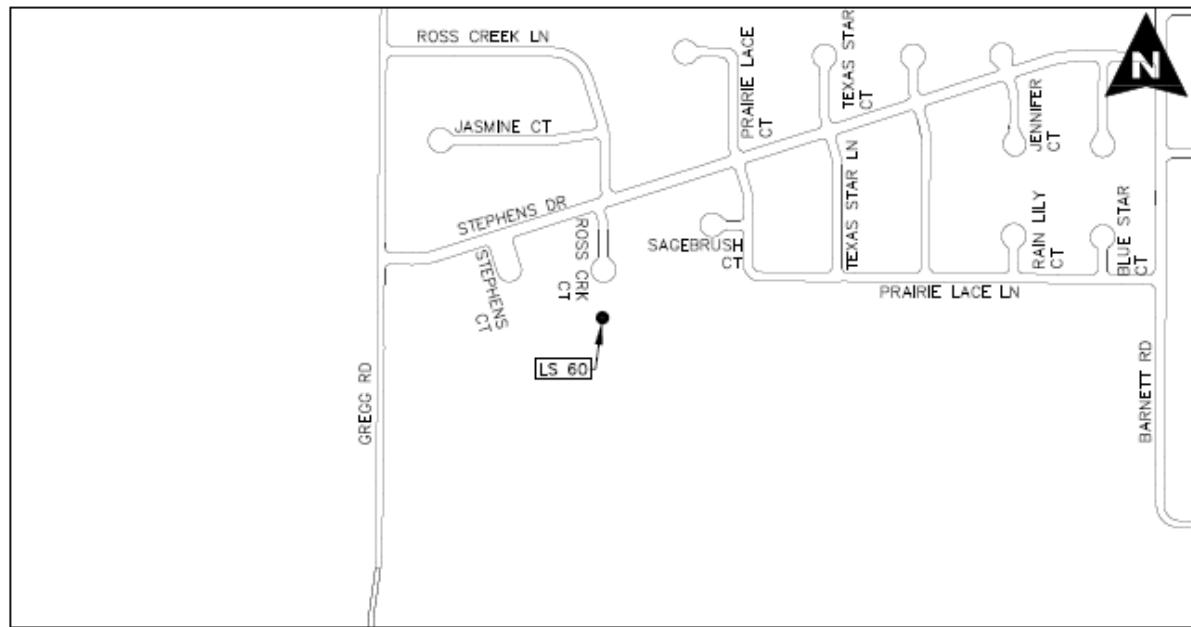
SCALE: 1"=500'  
SEWER MAIN REPLACEMENT  
WESTMORELAND PARK AREA

SHEET 1 OF 2

**2025 SEWER  
BUDGET UTILITY IMPROVEMENT PROJECT  
CWF25-565-08**



SCALE: 1"=500'  
LIFT STATION 7 REHAB



SCALE: 1"=500'  
LIFT STATION 60 REHAB

SHEET 2 OF 2



## City Council Meeting January 20, 2026

### Transmittal Letter

#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

**Agenda Item Number:** 7.e

**Agenda Title:** Resolution to consider economic benefits and support for a proposed historic affordable housing tax credit project, Lucas Lofts, at 2206 Lucas Ave., Wichita Falls, Texas from OPG Lucas Partners, LLC.

**Council Action to be Taken:** Consider resolution of support for affordable housing.

**Department Submitted:** Development Services

**Staff Contacts:** Karen Montgomery-Gagné, Planning Division  
Rita Miller, Neighborhood Services Manager  
Sharon Garza, Housing Supervisor

#### 1. PURPOSE / DESCRIPTION

Seeking formal support for a proposed affordable housing tax credit project, Lucas Lofts, a restoration-rehab opportunity that will provide both economic opportunities and new, quality housing options for seniors.

#### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The resolution of local support, if approved, represents a key portion of the competitive application requirements from the developer to the Texas Department of Housing and Community Affairs (TDHCA) to the end of obtaining top scores for the annual affordable housing tax credit program, ideally gaining a project award for the Wichita Falls community. Wichita Falls is situated in Urban Region #2 and competes with Abilene for this statewide LIHTC program. Additionally, the proposed resolution includes a fee commitment by the City to streamlined plan and permit review (estimated value \$500).

This project would add approximately 42 new income-qualified apartment units to the community's inventory of affordable housing options with the following unit mix:

- 14 – studio apartments

- 21 – 1-bedroom apartments
- 7 – 2-bedroom apartments

Project site is the former Lamar Elementary School (Sunnyside Heights), constructed in 1955 on a 7.4-acre land tract zoned for Single-Family 2 (SF-2). OPG (Overland Property Group, LLC.) Lucas Partners, LLC. is under contract with WFISD to own the site/facility and will pursue rezoning to a Planned Unit Development (PUD) if approved by TDHCA for the affordable housing tax credits. OPG development team has a proven record of commitment to Wichita Falls, having successfully completed four affordable housing projects, which they also manage, including a historic rehab downtown, Landmark at Lamar for senior housing. They also recently acquired Sun Valley Apartments and are conducting a \$30M renovation.

### **3. BOARD REVIEW/CITIZEN INPUT**

Public awareness via multiple media outlets (TRN, Texoma's Homepage, etc.) during 2025, covering WFISD bid acceptance and OPG's long-term plan to redevelop the former school facility for affordable housing. Additional public notice and input opportunities during the rezoning process, pending TDHCA application processing.

### **4. RECOMMENDATION**

Both Planning and Housing staff recommend support for OPG's proposal for an adaptive reuse of a former elementary school for much needed affordable senior housing. Wichita Falls lacks sufficient affordable housing options for seniors; the Housing Choice Voucher program currently has 89 seniors on the waitlist. Staff have not received any requests for support from other LIHTC development teams. Repurposing the former Lamar Elementary facility is anticipated to provide neighborhood stabilization in Sunnyside. OPG Lucas Partners, LLC., is committed to providing neighborhood organizations the opportunity to utilize the gymnasium for meetings, activities, and youth/adult recreation leagues, etc.

### **5. FUNDING SOURCE**

Project will be funded from a combination of sources, including private developer funds, historic tax credits, and anticipated TDHCA competitive housing tax credits. No designated funds requested from the City of Wichita Falls. Financial benefits include the site becoming taxable with an anticipated \$16M investment and resulting in generating long-term annual property tax revenue of approximately \$35,000.

### **6. TIMELINE**

2023 – WFISD closes Lamar Elementary School

Aug. 28, 2024 – OPG inquires about potential buildings/properties in Wichita Falls as options for historic and affordable housing tax credit projects.

Jan. 6, 2025 – OPG notified the City of its intent to apply for LIHTC via a 9% competitive program at TDHCA, with a bid submission to WFISD for the former Lamar Elementary.

Jan. 7, 2025 – WFISD accepts OPG's bid to acquire closed school; 120-day due diligence period expired; OPG not in position to apply for TDHCA program year 2025. Indicated to City still committed to working through a project proposal for 2026.

June 16, 2025 – WFISD posts invitation for bids on surplus properties, including 2206 Lucas Ave.; proposals due Aug. 5/25.

Aug. 12, 2025 – WFISD board accepts OPG's second bid to acquire Lamar site with closing negotiated in approximately 12-mo pending TDHCA approval of affordable housing tax credit project (Lucas Lofts).

Nov. 2025 – OPG formally requests timeframe for consideration by Wichita Falls City Council in support of converting former Lamar Elementary to affordable senior housing.

Jan. 9, 2026 - TDHCA LIHTC pre-application deadline.

**Jan. 20, 2026** – City Council consider supporting Lucas Lofts proposal for a competitive 2026 LIHTC application.

**Feb. 27, 2026** – TDHCA application deadline.

July 2026 – TDHCA Board awards LIHTC projects.

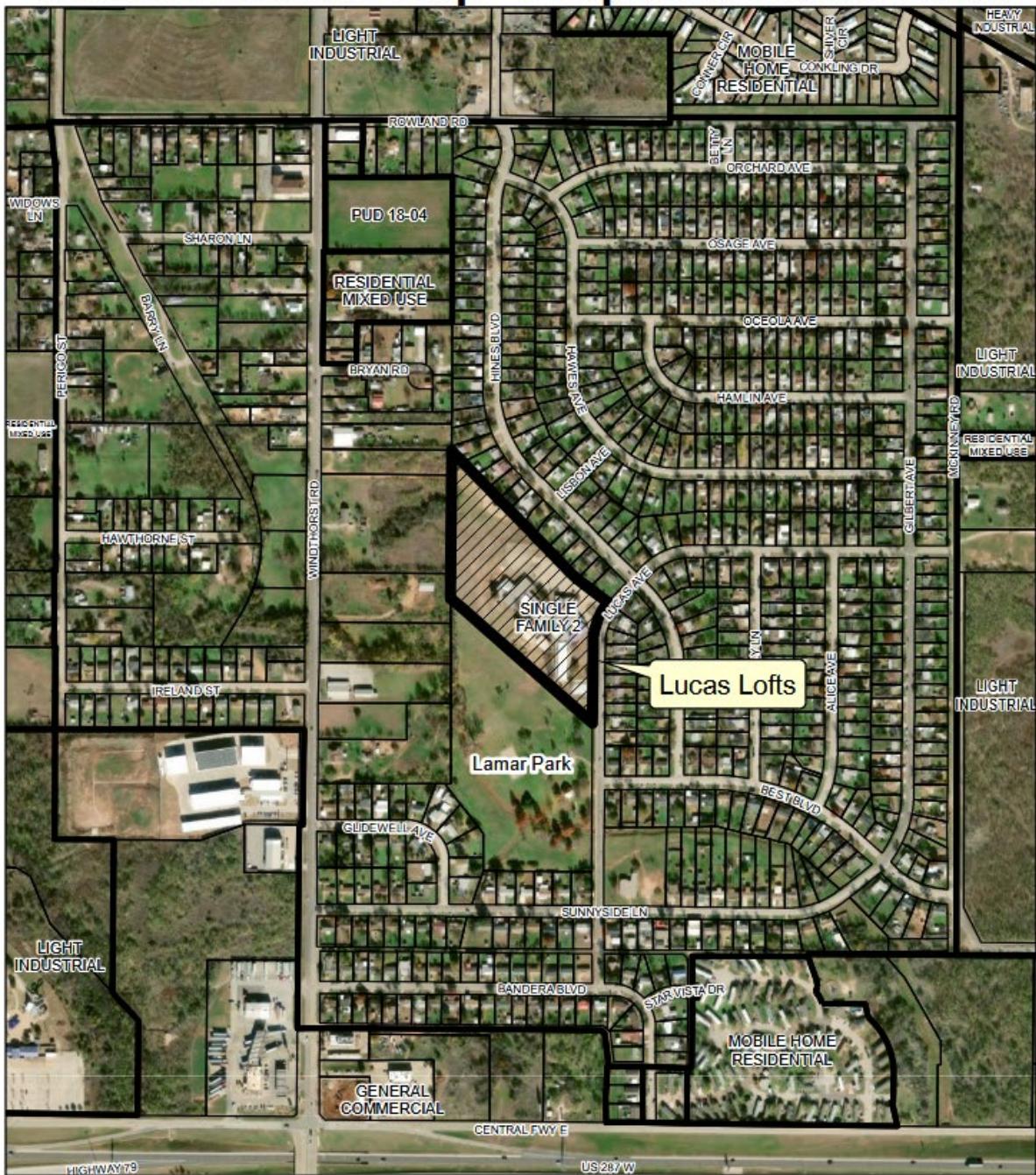
## **7. ALTERNATIVE OPTIONS**

No support from the Council would result in reduced competitiveness (loss of points) for the Lucas Lofts state application and a potential loss of affordable housing in Wichita Falls. Wichita Falls has not received an award from TDHCA for 9% competitive LIHTC program since 2022 with Wichita Falls Lofts.

## **8. ATTACHMENTS**

- Aerial/Location Map
- OPG Sample Project Photos: Landmark at Lamar (Wichita Falls); Landmark at Abilene
- Resolution

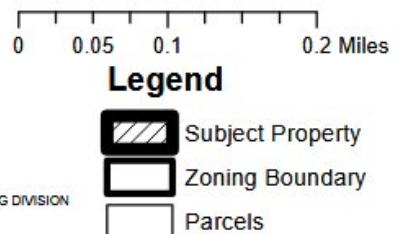
# Aerial Location Map - Proposed Lucas Lofts



**Lucas Lofts**  
2206 Lucas Ave.  
Wichita Falls, TX

Disclaimer  
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how it is used. This product is informational purposes only and may not have been prepared for or is suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF WICHITA FALLS, PLANNING DIVISION  
MAP PRODUCED BY: Cedric Hu  
DATE PRODUCED: January 2026



## OVERLAND PROPERTY GROUP: SAMPLE HISTORIC AFFORDABLE HOUSING PROJECTS



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

**Resolution to consider economic benefits and support for a proposed historic affordable housing tax credit project, Lucas Lofts, at 2206 Lucas Avenue, Wichita Falls, Texas, from OPG Lucas Partners, LLC**

WHEREAS, OPG Lucas Partners, LLC. ("Applicant"), has requested support from the City of Wichita Falls for the adaptive reuse of former Lamar Elementary for a historic, affordable senior housing complex named Lucas Lofts located at 2206 Lucas Ave., Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant intends to submit an application for affordable rental housing units to the Texas Department of Housing and Community Affairs ("TDHCA") for an allocation of the 2026 Competitive 9% Housing Tax Credits within Region #2, Urban Category, in the City of Wichita Falls, Wichita County, Texas; and,

WHEREAS, the Applicant has proposed a project for an adaptive historic reuse of a former school building for an affordable housing development focused on senior units; and,

WHEREAS, there is a TDHCA scoring item that requires a de minimis commitment of development funding by the local political subdivision (City of Wichita Falls) who confirms the City of Wichita Falls will provide OPG Lucas Partners, LLC. assistance valued at \$500 in the form of site plan and permit review fee waivers for streamlined review for the development.

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

1. The governing body of the City of Wichita Falls supports new opportunities to encourage the development of quality, affordable housing for its residents.

2. The City of Wichita Falls, acting through its governing body, hereby confirms its support for the proposed Lucas Lofts to be located at 2206 Lucas Ave., a historic affordable housing rehabilitation for seniors; and this formal action is taken to put on record the opinion expressed by the City of Wichita Falls.

3. This resolution supports and is intended to allow OPG Lucas Partners, LLC. to receive funding from the Texas Department of Housing and Community Affairs (TDHCA) Competitive 9% Housing Tax Credits for Lucas Lofts located at 2206 Lucas Ave., in the City of Wichita Falls.

4. This resolution of support is intended to allow the Applicant to receive the maximum number of scoring points in relation to its Housing Tax Credit (HTC) application for Lucas Lofts, an affordable rental development project to be located in Wichita Falls.

5. The governing body of the City of Wichita Falls confirms it will provide \$500 in the form of streamlined site plan and permit review fee waivers for the Lucas Lofts affordable housing project.

6. The governing body of the City of Wichita Falls is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs (TDHCA).

7. This resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED this the 20<sup>th</sup> day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



STRATEGIC PILLAR
<input checked="" type="checkbox"/> Accelerate Economic Growth
<input type="checkbox"/> Provide Quality Infrastructure
<input type="checkbox"/> Actively Engage and Inform the Public
<input type="checkbox"/> Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 7.f

**Agenda Title:** Resolution authorizing the City Manager to apply for a Defense Economic Adjustment Assistance Grant (DEAAG) for the Sheppard Air Force Base (SAFB) Flight Line Perimeter Security Fence Project.

**Council Action to be Taken:** Consider resolution authorizing grant submission.

**Department Submitted:** City Manager's Office and Development Services c/o Forward Wichita Falls.

**Staff Contact:** Paul Menzies, Assistant City Manager  
Karen Montgomery-Gagné, Principal Planner

### 1. PURPOSE / DESCRIPTION

Authorization of a grant application to the Governor's Office in support of Sheppard Air Force Base as a major economic generator for the region, continued protection of the military mission, and NATO global alliance.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

DEAAG is a state infrastructure grant program administered by the Governor's Office through the Texas Military Preparedness Commission, supporting defense communities with projects that enhance military value or enable new missions. Grants have historically ranged from \$50,000 to \$5 million.

The proposed \$3.5 million project inside Sheppard AFB will construct 8,700 linear feet of interior perimeter fencing along the flight line to address a long-standing access and security vulnerability between training support areas and a joint-use airfield. Currently, only an informal boundary separates personnel from an active airfield, leading to past

safety incidents. With the planned arrival of the 5th-generation T-7 aircraft, the project will establish a clear physical barrier to significantly improve military and civilian safety, reduce security risks, and prevent potentially catastrophic incidents involving personnel and high-value aircraft.

### **3. BOARD REVIEW/CITIZEN INPUT**

N/A

### **4. RECOMMENDATION**

Staff recommends approval of this item.

### **5. FUNDING SOURCE**

\$ 2,800,000 DEAAG: TMPC - Office of the Governor  
\$ 700,000 Federal USAF

### **6. TIMELINE**

2026-27 Biennium – Texas Legislature appropriates approx. \$40M in funds for the competitive DEAAG program.  
Fall 2025 - TMPC moves fall DEAAG deadline (Oct) due to federal government shutdown.  
Dec. 17, 2025 – Contacted by TMPC regional commissioner regarding upcoming DEAAG application deadlines and inquiry about proposed projects at SAFB.  
Jan. 20, 2026 – City Council considers authorizing DEAAG application submission.  
Jan. 23, 2026 – TMPC deadline for competitive DEAAG applications.  
March 2026 – TMPC announces DEAAG award recipients.

### **7. ALTERNATIVE OPTIONS**

No authorization to apply for DEAAG funding; the security project cannot proceed.

### **8. ATTACHMENTS**

- Exhibit A: Project Location Map/Photos
- Resolution

## Exhibit A: Project Location – Sheppard Air Force Base



PROPOSED AIRFIELD FENCELINE  
8,690 LF

DATE: 23 DEC 2025  
DRAWN BY: TLR

## Photos of Current Flight Line /Runway Vulnerability



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

**Resolution authorizing the City Manager to apply for a Defense Economic Adjustment Assistance Grant (DEAAG) for the Sheppard Air Force Base (SAFB) Flight Line Perimeter Security Fence Project**

WHEREAS, the City of Wichita Falls finds it is in the public's best interest to provide for continued airspace safety for Sheppard AFB military missions, the NATO partners, and the general public by ensuring compliance with federal military security standards, thus ensuring safety for all aircraft, military and civilian; and,

WHEREAS, applying for Defense Economic Adjustment Assistance Grant (DEAAG) funds and coordinating the process among Sheppard AFB and Sheppard Military Affairs Committee (SMAC) will enable and assist in facilitating this infrastructure project addressing both safety and security with a physical interior fence barrier between installation training areas and the active joint use airfields/flight line; and,

WHEREAS, the City Council desires to authorize the City Manager to submit an application to obtain funds from the Texas Military Preparedness Commission (TMPC), out of the Governor's Office.

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

The City Manager is hereby authorized to execute all necessary documents for the City in order to apply for the FY 2026 Defense Economic Adjustment Assistance Grant, through the Governor's Office – TMPC, for funds up to \$5 million related to the Sheppard AFB Flight Line Perimeter Security Fence Project helping ensure military aviation safety, civilian aviation safety, and maintaining the military mission.

PASSED AND APPROVED this the 20<sup>th</sup> day of January 2026.

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M A Y O R

ATTEST:

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City Clerk

**STRATEGIC PILLAR**

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

**City Council Meeting  
January 20, 2026  
Transmittal Letter****Agenda Item Number:** 7.g**Agenda Title:** Resolution authorizing the purchase of Duty and Training Ammunition through the sole source vendor from SSD International in the amount of \$113,668.12.**Council Action to be Taken:** Consider approval of Resolution.**Department Submitted:** Police**Staff Contact:** Chief Manuel Borrego**1. PURPOSE / DESCRIPTION**

The Police Department requires a consistent and reliable supply of duty and training ammunition to ensure officer readiness, qualification, and compliance with state and departmental training standards. Due to weapon compatibility requirements, performance consistency, and product availability, the recommended vendor is able to provide ammunition that meets departmental specifications at a discounted price. The proposed purchase qualifies as a sole-source acquisition, as the ammunition must match the duty weapons and training platforms currently in use by the Police Department. Utilizing a sole-source vendor ensures uniformity, safety, and continuity of training while minimizing the risk of equipment incompatibility. Sufficient funds are available within the approved FY 2025/2026 Police Department budget to cover this purchase.

**2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS**

N/A

**3. BOARD REVIEW/CITIZEN INPUT**

N/A

**4. RECOMMENDATION**

Staff recommends approval of the duty and training ammunition, in the amount of \$113,668.12.

**5. FUNDING SOURCE**

FY25-26 General Budget.

**6. TIMELINE**

N/A

**7. ALTERNATIVE OPTIONS**

N/A

**8. ATTACHMENTS**

- Resolution
- SSD International Quote

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

**Resolution authorizing the purchase of Duty and Training Ammunition through the sole source vendor from SSD International in the amount of \$113,668.12**

WHEREAS, the Police Department plans to purchase a supply of duty and training ammunition to ensure officer readiness, qualification, and compliance with state and department training standards; and,

WHEREAS, the proposed purchase qualifies as a sole-source acquisition, as the ammunition must match the duty weapons and training platforms currently in use by the Police Department, and utilizing a sole-source vendor ensures uniformity, safety, and continuity of training while minimizing the risk of equipment incompatibility; and,

WHEREAS, the City of Wichita Falls finds it in the best interest to purchase this ammunition from a sole source vendor.

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

The City Manager or his designee is hereby authorized to execute all documents necessary to purchase ammunition from SSD International, in the amount of \$113,668.12.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



**MILITARY & LAW  
ENFORCEMENT SERVICES**

**1349 South Orange Blossom Trail, Apopka, FL 32703 Tel. 407.410.6914**

**SALES QUOTATION**

**QUOTED BY:**

Austin Weber  
Law Enforcement Account Manager  
SSD International Inc.

**DATE: 12/18/2025**

**QUOTE: WICHITAFALLSPDPDAW-02**

**SELL TO:**

City of Wichita Falls  
P.O. Box 1431  
Wichita Falls, TX 76307

**SHIP TO:**

Wichita Falls Training Center  
710 Flood St  
Wichita Falls, TX 76301

ITEM #	DESCRIPTION	QTY	PRICE	TOTAL
MT9A	MAGTECH 9MM 115 FMJ 1000 RD CS	200.5	\$225.00	\$45,112.50
80721	HORNADY 223 REM 55 GR FMJ TAP® TRAINING™ 500 RD CS	154.5	\$220.00	\$33,990.00
90230	HORNADY 9MM LUGER 90 GR FRANGIBLE TRAINING™ 500 RD CS	10.5	\$277.32	\$2,911.86
81251	HORNADY 5.56 NATO 45 GR FRANGIBLE TRAINING™ 500 RD CS	7	\$419.93	\$2,939.51
90215	HORNADY 9MM LUGER+P 124 GR CRITICAL DUTY® LE 500 RD CS	42.5	\$282.13	\$11,990.53
83286	HORNADY 223 REM 60 GR TAP URBAN® 200 RD CS	58.5	\$170.79	\$9,991.22
80725	HORNADY 308 WIN 168 GR ELD® MATCH TAP PRECISION® 200 RD CS	12.5	\$269.30	\$3,366.25
80965	HORNADY 308 WIN 168 GR A-MAX® TAP PRECISION® 200 RD CS	12.5	\$269.30	\$3,366.25
SHIP	SHIPPING	1	\$0.00	\$0.00
			<b>TOTAL</b>	<b>\$113,668.12</b>

**TERMS AND CONDITIONS**

Prices are in US Dollars.

Quotes are valid for 30 days. Prices are subject to change after 30 days.

Payment Terms: Purchase Order, payable within 30 days of delivery.

Returns: All returned and cancelled orders are subject to a 25% restocking fee. Return shipments require an RA number before products can be shipped back to the manufacturer or SSD.

Shipment Terms: Delivery to agency. Freight paid on orders over \$10,000 in value.

Estimated time to shipping: 120-180 days after receipt of signed purchase order.



DATE: 7 January, 2025  
TO: U.S. Law Enforcement Customers  
FROM: Michael Fisher  
SUBJECT: SSD International, Inc

United States Law Enforcement Customers,

This letter will serve to confirm that SSD International, Inc, based in Apopka, FL USA, is the Magtech Ammunition Company's factory-approved Law Enforcement Distributor for Florida, Texas and Oklahoma. They are authorized to sell ammunition branded as Magtech, Sellier & Bellot, CBC Defense Group and MEN to U.S. Law Enforcement agencies and individual officers in strict compliance with all federal, state and local regulations.

Please contact me at your convenience with any additional questions regarding their status or Magtech Ammunition products.

Thank you for the interest in our line of ammunition.

  
Michael Fisher  
Vice President of Sales & Marketing  
Magtech Ammunition Co.  
9100 Wyoming Ave North, Suite #515  
Brooklyn Park, MN 55445  
612-747-5897  
[mike.fisher@magtechammunition.com](mailto:mike.fisher@magtechammunition.com)



December 2, 2024

Hornady Manufacturing  
3625 West Old Potash Hwy  
Grand Island, NE 68803

RE: 2024/2025 Source of Supply - State of Florida, State of Texas, and State of Oklahoma

To whom it may concern:

Thank you for your interest in Hornady Law Enforcement/Military ammunition. This letter is to certify that SSD International/Shoot Straight Inc. is the exclusive authorized distributor of Hornady Law Enforcement products throughout Florida, Texas, and Oklahoma. Any questions regarding ammunition, contracts, pricing, or bidding details therein can be directed to Chris Akkawi or another representative of SSD International/Shoot Straight Inc., 1349 S Orange Blossom Trail, Apopka, FL 32703.

This letter also certifies that the ammunition supplied by Hornady Manufacturing Co. is warrantied against defects in components and workmanship for a period of ten (10) years provided it is maintained in a cool and dry environment free from any chemical exposure, whether it be liquids or airborne pollutants.

Hornady Manufacturing would like to thank you for your business, and we look forward to continuing our partnership with your agency, serving as your ammunition supplier for 2025 and beyond.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Hornady'.

Jason Hornady  
Vice President



STRATEGIC PILLAR
<input type="checkbox"/> Accelerate Economic Growth
<input checked="" type="checkbox"/> Provide Quality Infrastructure
<input type="checkbox"/> Actively Engage and Inform the Public
<input type="checkbox"/> Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 7.h

**Agenda Title:** Resolution authorizing the City Manager to execute change order number two to the Memorial Auditorium Furniture Audit, Storage and Procurement Services contract with COI Group LLC in the amount of \$500,000.

**Council Action to be Taken:** Approval of Resolution.

**Department Submitted:** Building Maintenance

**Staff Contact:** Blake Jurecek, Assistant City Manager  
Jennifer Babineaux, Purchasing Manager

### 1. PURPOSE / DESCRIPTION

Approval of the resolution authorizes the execution of change order number two to complete the Memorial Auditorium Building Renovation Project.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

In February of 2024, the contract was awarded to COI Group LLC for \$48,750.00 for the audit of the existing furniture and storage of furniture and files from Memorial Auditorium that was not being moved to the temporary offices. A change order was entered on November 7, 2025, for the extension of the storage portion of the contract, increasing the cost by \$62,250. The total cost of this project, including soft costs and furniture, fixtures, and equipment (FF& E), is estimated at \$562,250.00.

The audit of the furniture has been completed, and it has been determined that we will require some new furniture due to the various office size and layout restrictions. We anticipate savings from the moving expenses as the furniture purchase includes delivery and setup. All furniture will be purchased through the Interlocal Purchasing System (TIPS) cooperative program.

**3. BOARD REVIEW/CITIZEN INPUT**

N/A

**4. RECOMMENDATION**

Staff recommends approval as presented.

**5. FUNDING SOURCE**

The funds for this change order are available from the interest earned on the ARPA Rescue funds.

**6. TIMELINE**

N/A

**7. ALTERNATIVE OPTIONS**

N/A

**8. ATTACHMENTS**

- Resolution

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

**Resolution authorizing the City Manager to execute change order number two to the Memorial Auditorium Furniture Audit, Storage and Procurement Services contract with COI Group LLC in the amount of \$500,000.00**

WHEREAS, in February of 2024, the City awarded a Furniture Audit, Storage and Procurement Services contract to COI Group LLC for \$48,750.00 for the audit of existing furniture and storage of furniture and files located at Memorial Auditorium; and,

WHEREAS, contingency funds have been used for some improvements to Memorial Auditorium that were out of the original scope; and,

WHEREAS, the City has discovered that different and additional furniture is necessary to accommodate staff and citizens alike; and,

WHEREAS, funds are available for this change order from the ARPA funds interest.

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

The City Manager is authorized to execute change order number two to the Memorial Auditorium Furniture Audit, Storage, and Procurement Services contract with COI Group LLC in the amount of \$500,000.00.

PASSED AND APPROVED this the 20<sup>th</sup> day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk

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## MINUTES

### Central Wichita Falls Neighborhood Revitalization Committee

October 7, 2025

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#### PRESENT:

Ann Arnold  
Wendy Browder  
Whitney Flack  
Jose Garcia  
Selena Hurtado  
Mike Mitchell

◆ Member  
◆ Vice Chair  
◆ Councilor  
◆ Member  
◆ Member  
◆ Chairman

Christal Cates, Neighborhood Revitalization Coordinator

◆ City Staff

#### ABSENT:

Robert Brooks  
Jacob Harrell

◆ Councilor  
◆ Member

#### GUESTS:

Heather Langford

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\*It is noted Councilor Flack entered at the beginning of the Updates.

#### I. CALL TO ORDER

Chairman, Mr. Mike Mitchell, called the meeting to order at 1:35 p.m.

#### II. PUBLIC COMMENTS

Chairman Mitchell asked if any members of the public wished to speak. There were no comments from the public.

#### III. ADOPTION OF THE MINUTES

Chairman Mitchell briefly reviewed the minutes, Ms. Ann Arnold made a motion to approve the minutes as presented from September 2<sup>nd</sup>, 2025. Mr. Jose Garcia seconded. No comments from the public were given. Chairman Mitchell called for a vote regarding the minutes. The motion passed unanimously, 5-0.

#### IV. REGULAR AGENDA

##### 1. Discussion and Adoption of Tree Abatement Program Revisions

Staff discussed revisions made to the draft Tree Abatement Program and application as directed by the Committee from the previous meeting. Staff advised the following changes were made;

- A. *“Must own and reside in a residential property located within the Heart of the Falls Revitalization Area”* to read as, *“Must own a residential property located within the Heart of the Falls Revitalization Area”*.
- B. *“Statement, Priority is given to owner-occupied structures”* was added to the program.

The Committee confirmed to staff the requested changes had been made and were ready to move forward. The Committee states after the first year of the program they would like to revisit the eligibility requirements and possibly add income restrictions at that time.

Chairman Michell asked if there were any comments from the public regarding the Tree Abatement Program, there were no comments. Chairman Mitchell asked if there was any further discussion from the Committee, no further comments from the Committee.

Ms. Arnold made a motion to adopt the Tree Abatement Program as presented to the Committee and Vice-Chairwoman, Wendy Browder, seconded the motion. The motion passed unanimously, 5-0.

## **V. OTHER BUSINESS**

### **1. Updates**

#### **A. Proposed Zoning Amendment Updates**

Staff advised the Committee during the City Council meeting on held Tuesday, September 16<sup>th</sup>, Ordinance No. 53-2025, Zoning Amendments had been passed unanimously by City Council.

#### **B. CDBG Funded Projects**

Staff gave an update on the Missing Sidewalk project in the Heart of the Falls, stating staff had been out on-site researching the proposed phases. Staff will begin the environmental phase of the project.

#### **C. Neighborhood Empowerment Zone (NEZ) Application Update**

##### **1603 Kemp Boulevard**

Staff gave an update on the approved NEZ application received for a remodel of a commercial structure at 1601 Kemp Boulevard. The owner was requesting permit waivers and has proposed to invest an estimated total of \$28,600 into the project, that will include, new windows, landscaping, and a new roof.

##### **608 Denver Street**

Staff gave an update of a pending NEZ application for 608 Denver Street, formerly the Denver Manor that had burned in two fires. The owner, Ms. Cherie Newman with 608 Denver Street LLC, a Protected Series of Smart Homes LLC, has proposed to invest \$1,260,000.00 into re-developing affordable housing.

#### **D. Hazardous Structures**

Staff updated the Committee on five structures, located in the Heart of the Falls, that were approved for demolition at the September 16<sup>th</sup>, City Council meeting. The addresses for the locations were as follows;

- 1723 6<sup>th</sup> Street – Residential – Accessory Structure Only
- 1707 7<sup>th</sup> Street – Commercial – Main Structure
- 700 Denver Street –Residential – Main Structure

- 702 Denver Street – Residential – Main Structure
- 2308 8<sup>th</sup> Street – Residential – Main Structure

**VI. ADJOURN**

The next regularly scheduled meeting was set for Tuesday, November 4<sup>th</sup> at 1:30pm at the Travel Center Conference Room.

Chairman Mitchell adjourned the meeting at 2:34 p.m.

Wendy Browder 1/6/2024  
Wendy Browder, Vice-Chair Date

Fabian Medellin 1/6/2024  
Fabian Medellin, AICP, Development Services Director Date

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## M I N U T E S

### Tax Increment Financing #3 Board

November 5, 2025

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**PRESENT:**

Kenneth Haney, Chairperson  
Councilman Tom Taylor  
Councilman Robert Brooks  
Sandra Gross  
Mark Beauchamp  
Ray Dixon, Jr.

◆ Member  
◆ Member  
◆ Member  
◆ Member  
◆ Member  
◆ Member  
◆ Member

Monica Aguon, Deputy City Attorney  
Stephen Calvert, CFO  
Fabian Medellin, Interim Development Services Director  
Karen Montgomery-Gagné, Principal Planner  
Robin Marshall, Admin Assistant

◆ Legal Dept.  
◆ City Staff  
◆ Staff Liaison  
◆ Staff Liaison  
◆ City Staff

**ABSENT:**

Barry Mahler

◆ Member

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**I. CALL TO ORDER**

The meeting was called to order by Chairperson Mr. Kenneth Haney at 3:36 p.m.

**II. APPROVAL OF MINUTES**

Chairman Haney asked if there was anyone from the public that would like to ask any questions or had any comments. No comments were made.

Commissioner Tom Taylor made a motion to adopt the October 15, 2025, minutes and Mr. Ray Dixon, Jr. seconded the motion. Chairman Haney asked if anyone had any comments, and no additional comments were made. Chairman Haney took the motion to vote, and it was approved unanimously 6-0.

**III. Discussion of Public and Private Project Funding.**

Mr. Fabian Medellin stated that this presentation will be to use the Board and the public as a sounding board to bounce some ideas off of how some of the public and private funds can be used to better the TIF zone. The majority of the discussion will be from the public side of the funding.

He cited the allocated amounts, currently with a total of \$1.5 million allocated. Broken down in the following way:

1. **\$611,000 in private funds.** (This amount being after the two \$10,000 grants that were awarded at the last meeting for a total of \$20,000.)
2. **\$631,000 in public funds.**
3. **\$315,000 in discretionary funds.**

Mr. Medellin suggested a program similar to the successful 4B Matching Grant program in our downtown district. A non-residential property owner could petition to have a matching grant up to \$10,000 to allow for exterior façade improvements. Anything from lighting, window replacement, parking lot improvements, signage, basic wall repair and maintenance. He added something new that could help and support larger projects (similar to what was done at the last meeting) is to offer assistance for design professionals. For a larger, more involved project (more than typical exterior renovation) he proposed that the Board offer the same opportunity that was given to Zoom Zoom and the House of Empowerment and provide a matching grant of 50% up to \$10,000. For property owners to hire design professionals, get the details of a potential project, get an exact cost amount, so that could potentially lead to either a provincial loan or maybe further assistance from the TIF3 Board. He suggested allocating \$200,000 for this program from the public funds.

Mr. Medellin showed maps depicting the non-resident residential properties within the zone of everything that isn't a single family or a duplex. This includes everything from convenience stores, churches, apartment complexes that fall within the commercial category. (Noted that vacant lots were not included.) In total there were 183 properties. So, if \$200,000 was allocated that would provide for potentially 20 properties. He reminded the Board that with the possibility of the TIF3 funding being extended an additional five years, those funds will continue to add into the pot and that can be allocated in other ways as well. Mr. Medellin stated that he started off talking about this fund because he would like to preserve what can be preserved and to save what can be saved. Adding that there is a lot of history, and a lot of culture in some of these buildings, and to not be so quick to demolish them. Though he also noted that some are past that point, and when the appraisal district will assign a zero value to a property they can be deemed hazardous if uninhabitable. Community Development Block Grant funds are used to demolish those structures, but those funds are limited.

He proposed an additional allocation, out of the public fund, of \$200,000 for Demolition Assistance for those structures that have been deemed hazardous, and since they are uninhabitable have been deemed to have zero value. Mr. Medellin stated that he spoke with the Code Compliance department and at this time, within the TIF3 zone, there are 12 properties that have been identified that they are at some stage in the process. They are just waiting for funding to become available to demolish those structures. He noted that he has been trying to familiarize himself more and more with the zone and said that some properties may need a second look. There may be opportunities to either save or demolish, but they would have to go inside the structures to make an assessment.

Mr. Mark Beauchamp asked why it couldn't be pulled from the discretionary side of the funding, and Mr. Medellin said that it is completely up to the Board, and they can decide to pull the money from where they feel it is more appropriate.

Ms. Sandra Gross pointed out that there are a lot of properties that have had the buildings torn down, and now the yards are not up to par. She asked if more buildings are torn down that is leaving the lots to just get overgrown, so what can be added back to that lot? Mr. Medellin said he will be addressing that and added that each of his projects builds on each other, so they help support one another.

The next point Mr. Medellin spoke about is a new economic opportunities initiative and would like to allocate \$100,000 to it. Where there is vacant land, there is opportunity. He stated that those particular properties can be challenging to develop commercially for a couple of reasons. The lots are long and narrow, because they originally were laid out to be used for residential. To amass a large enough lot to develop commercially would mean working with multiple owners. And then, Mr. Medellin mentioned that some of them are within the flood plain, which can be overcome, but would take engineering to overcome. He clarified that a lot of the major thoroughfares in those areas are either already zoned commercially or they are zoned as residential mixed use, where with certain approvals

through the Planning and Zoning Commission commercial uses can be allowed. He also added that within our commercial districts, we do allow for houses, single-family homes. Mr. Medellin is pointing all of this out to show that there is opportunity. His intent is to find the best grouping of parcels, and we will do the hard part. A commercial developer will see 5-10 different owners and will just walk away from that. But if we go out and purchase small areas and combine them into a large enough property, then we can promote it commercially with the input from the Board, the public and the Council for the highest and best use of that land. Depending on the commercial use, a developer may need quite a bit of land to allow for a building, parking and setbacks.

He pointed out there is still work to be done to identify the best locations that would have the best overall benefit to the zone, and there are more discussions to be had. He reiterated that today's discussion is to be a very broad conversation, and to create high-level feedback from the Board.

Once the property is amassed and combined, then it will be sold. Those funds would come back to the TIF Board, in which case we would get to do it again...find more properties, combine them and then redevelop. Once again, he noted that it is up to the Board, the public and the Council, the highest and best use of that land, so we can gear the sales toward a specific use. On the flip side of that there are a number of non-residential structures that are vacant, empty commercial buildings that may or may not be past that tipping point. He suggested something similar to the other programs and potentially acquiring some of those properties (demolish what's not salvageable) and then repurpose and engage with realtor groups and Forward Wichita Falls, and promote these for those commercial needs within the neighborhood. Being that commercial properties can be more costly, he felt it would be good to allocate a little bit more and suggested \$225,000 for Commercial Renewal from the public funds to allow for that. Mr. Medellin once again showed the map of the total non-residential properties, and there are 183 properties that have a commercial building. (Noted that vacant lots were not included.)

Mr. Medellin feels that whether they renovate or make new, there is opportunity to unite. Not just by buildings or the new restaurants, but through art, through civic art. He would like to allocate \$75,000 in order to create an entryway art piece or a gateway art piece. Something that will not only identify the area that you are in, the community that you are in, but to give that "I've arrived" feeling.

Councilman Tom Taylor said that he has had residents suggest that they would like some type of veteran's recognition and felt that was lacking in the community. Mr. Medellin added, it should be representative of the community and historically of who has lived there, and the events that have taken place there.

A breakdown of the five overall programs was given, being:

**Private Fund**

\$611,742.4

- \$200,000 (Matching \$10,000 Grant)  
\$411,742.4

- If there were ever another project that wanted to come and seek some gap financing, that could potentially come from the private fund.

**Public Fund**

\$631,742.4

- \$200,000 (Demolition Assistance)  
- \$100,000 (Economic Opportunities)

- \$225,000 (Commercial Renewal)  
- \$ 75,000 (Gateway Art Project)  
\$ 31,742.4

- This does not include the discretionary funds or future funds to be deposited from next year's tax increment. Next year we are projected to receive \$216,000. Using the 40/40/20 split, that would be \$86,000 back in the private fund, \$86,000 back in the public fund and \$43,000 back into the discretionary fund.

Mr. Medellin opened the discussion up to the Board and the public in attendance.

Mr. Beauchamp said he feels the art project can be a good catalyst for developing future economic projects and cited what has been done in Waco in a similar area and similar situation to what we have. It started with public art, and it turned into revitalizing an entire community.

Ms. Gross had a question regarding the buildings that are already there. Mr. Medellin said there would be some guidelines on how we can spend the funds to be used on façade improvements, and where those funds can go. The State allows this for blighted areas, and we can address those areas, and the dilapidated structures with funds. In our financial report, we have identified four project criteria. 1 )Stormwater; 2) Street realignment; 3) Drainage improvements; and 4) Commercial improvements

Mr. Medellin told the Board that when he came up with the programs, he had to stay within those guardrails. When it's addressing blighted areas, he can't address blighted areas with those funds. When it is creating something new, or improving something that exists, that's when he has to focus on those non-residential properties. He clarified that façade improvements will come from the private fund, unless the Board decides to pull from the discretionary fund. He also explained that what was left over in the private pool would allow Zoom Zoom No 5, or House of Empowerment, if they did come back in once they've finalized everything they need to, to fill in that gap financing. Or if we get another application. (Which we did have someone reach out to us, but they were outside of the zone).

The two previous awards were talked about, and it was explained that the previously awarded grants were design assistance grants. The award was \$10,000 to aid them in preparing plans for their initial ask, which the initial ask for Zoom Zoom was \$120,000, and for House of Empowerment was \$90,000. That doesn't leave very much, that's why it was important in the last meeting when the Board adopted that financing mechanism, that it was considered how much the Board is investing versus how much the individual is investing. The funds are not really intended to build the project; it's intended to provide that missing piece to make a project happen.

Then in the public funds, the Board would still have \$31,000, and you would still have the \$315,000 unless you opted for a different allocation of funds.

It was stated by Mr. Beauchamp that the design allocation that was done the last time let the initiator be involved in the project, have money in the game, and lets them have a more realistic outcome when they bring the full project to the Board. They will have a well thought out project at that point.

Mr. Medellin clarified that the \$10,000 improvement grant is a matching grant, so the investment per property hypothetically would be a \$20,000 investment, which the TIF3 Board would reimburse up to half of what the individual property owner spends. The money will come back to the TIF3 Board, because as someone improves their property,

that will increase their appraisal, which will come back to this Board to reinvest in another property.

Chairperson Haney opened the floor to the public.

Ms. Brenda Jarrett spoke and reminded the Board that the community on the east side is a historic community, and historical things have happened there that haven't happened anywhere else. She wishes that everyone could come together as citizens of Wichita Falls and not be separated.

Ms. Ellis asked if the church was separated from the TIF3, and if they were included in projects, because she thought the church was separated from it. Mr. Medellin stated that if it's a non-residential property, within the geographic boundaries, then yes, it is eligible. Then it is up to the Board whether to include or not include it in the awarded grants. She then asked Mr. Medellin what he considered "safe areas" as he had made a reference to safe areas earlier. She stated that there are safe areas in her community on the northeast side because there's numbers there. Regarding the historic aspect of the east side, she recommended putting up little poles up on the main streets with the name of that veteran and their branch of the service.

Mr. Medellin pointed out for clarification that the design assistance is for someone to have some aid in paying for a design professional, like an architect or engineer. He noted the convenience store, based on the size of the building and the specific upgrades they are wanting to make, were required to have an architect and engineer for some of those.

The Board discussed finding good groupings of properties that could be combined into one parcel. Also discussed was speaking with local realtors to put feelers out to see if there are properties that might be available to purchase. Zoning for areas in the TIF3 zone was discussed, some being Industrial and General Commercial. One area in particular being near the railroad, which would be a very attractive property because of the close proximity to the railroad, other transportation and the business park. The Jalic Street area was talked about and noted that it was a business property back in the day. There are a few warehouse type buildings in that area that are being operated out of, though there are some that are vacant. It was said that traffic would be more difficult in that area.

Ms. Gross asked about addresses in the area, and Mr. Medellin said staff would provide a spreadsheet for the Board members to review, to figure out some prime areas. The Board discussed possible developments in certain areas in the zone. Mr. Ray Dixon Jr. asked what businesses have been in these areas that make you come back. Third Street was a popular place with a lot of nightlife, and dentists' offices were mentioned and a varied assortment of entities. Mr. Dixon told the Board that he went to Zoom Zoom's the other day because he had a low tire he wanted to air up but found that the air tank was broken. He had to drive all the way back to United to put air in the tires. He said in bringing some of those businesses back, you are still trying to build up the community. He continued, saying it's good to have laundry mats, but it's better to actually have a sit-down restaurant. Mr. Medellin said it is a delicate balance of not wanting to take away what they have established, their history there. We don't want to potentially create some conflict. It is a delicate balance, and that is why we're getting the Board's input and have the public here, so they can provide feedback and help guide this.

Accountability on the individual to keep the property up was brought up. Mr. Medellin explained that we have code compliance laws, and tickets can be written, but at the end of the day the property owners can pay for the tickets, but nothing changes. He informed the Board that he is going to be working on new innovations on how we can re-address some of these problems and to look at things differently, so we get the effect that's needed, that's deserved in the area. Mr. Dixon said before someone loses their property, they

should have every opportunity to salvage it, reclaim it, to build up on it. But if they're not willing to do that part, then by the time you get to this place right here we have exhausted all of that. Mr. Medellin said that Councilor Brooks has helped out and brought attention to the area with a lot of community clean ups, in District 2 in general. That has opened a lot of eyes to some folks that this needs to be not just a one-off, but actually funded and sustainable. In our newest budget, there is actually funds where we can dedicate to help provide those community clean up days. The first ones to notice a problem are your neighbors, and those in your neighborhood. There are ways we can help at that neighbor community level versus waiting until it gets to the point where it's a house where the roof is caved in.

Ms. Josie Rose made mention of how much money comes from the east side that goes to the west side of town. She mentioned one area that has 600-700 units, and in addition, Rosewood and the Gardens and apartments on Flood Street and Sun Valley. Most of those households are getting \$800-\$900 with food stamps. Those on the west side are gaining from that. While businesses are being built up on the west side, buildings are being torn down on our side of town. We pay taxes like everybody else. She stated that if a person wants to apply to get some money to repair their house, they can't get it because they are in the flood zone. They pay their taxes; they aren't responsible for being in the flood zone. She asked why they can't be entitled to the money? She asked why the rules can't be restructured about how the money is given out? She feels like when they think they are going to be able to gain something, there is a new rule put in that pushes them away from it. She has an old grocery store that is closed because she could never get any money to help with the repairs needed. She now uses the location as storage. But she still pays taxes on it. When asked if she would sell the building, she said she would. The Board said a building like that would have good potential to be re-developed or sold to be developed. Mr. Medellin said the Board needs to identify those owners that are willing to participate and to sell.

The discussion about having a town hall meeting in the community to make it available and convenient to the residents was brought up. The TIF3 program has been publicized over the years. It was suggested to put it on social media more. Councilman Brooks said he didn't think advertising was the issue. He asked if anyone of color has ever received anything from TIF3? No one in the audience responded to receiving anything. Ms. Karen Montgomery-Gagné stated staff would have been overjoyed to move applications forward for Board review and consideration but had difficulty obtaining basic information for a complete application and people anticipated the TIF funds/City would cover 80-100% of project costs. When they learned the TIF funds could cover 'gap' financing and not the main source of project funding often the project was no longer pursued. We still have Mr. Haywood's July 2023 application pending completion and would like to see it finished to present to the Board for consideration. We copied his paperwork and gave it back to Mr. Haywood a couple of times so he could determine what application sections were still incomplete. Mr. Haywood was requesting assistance to pave his required parking lot for the restaurant he opened in the eastern part of the TIF3 zone on MLK Jr. Blvd. She said she would love to see Mr. Haywood's project come forward to the Board. Councilman Brooks mentioned that the last time that particular business owner was here at a meeting, he spoke on the exact same thing that Ms. Montgomery-Gagné just mentioned, the owner said the last time he walked into the office he said he was told he can't get the money. He had said he had done everything that staff had asked him to do, and he filled out all of the paperwork, and did the bookwork. And after that the owner said he was told that he did not qualify for the money. Chairman Haney responded and said to his knowledge that has never been presented to the TIF3 Board, and he has been on the Board for five to six years. Chairman Haney said people may say we are acting like a bank, but he pointed out that the Board has a fiduciary responsibility for these funds to get the data together to make a decision. The Board may not be a bank, but they have to make sure that we have

sufficient information provided to the Board so they can act upon making the right decision. Mr. Medellin, in reference to Mr. Haywood, stated that in his statement he kept going back and forth between SBDC and the TIF Board. He may have completed everything for the SBDC and may not have qualified for a small business association grant, however, his actual TIF3 application was never completed. We still have that in the office.

Mr. Medellin also noted the reason he is a big proponent of the Façade Improvement Grant is that we need to make it more accessible. Not to necessarily make it easier but to streamline the process where someone doesn't need to fill out three years of projections if they want to pave their parking lot. To help move the process quicker and get the project done.

Mr. Dixon made a comment saying that relationships are what's missing, and we need to get back to that. He said there is a mix of the current Board members being judged for things a previous Board didn't get done and also being caught with individuals who felt they may have been slighted. With the mixed feelings, information would be the biggest thing in putting the truth out. When truth is put out, there has to be ownership with it. If it's something the Board hasn't done, then we should own that. If it is something that the individual hasn't done, then they need to own that. It's a matter of perception. There is a lot of perception that there is division when it comes to how I'm treated versus how others are treated. He added that we have to put some truth out so that people actually leave with not just hope, but a better understanding of if I didn't do A, B, C and D...now if I do A, B, C and D, don't add E when I come back.

Mr. Medellin summarized all the input from the discussion to prepare for the next meeting. They discussed having the next TIF3 meeting in a location that would be convenient to residents on the east side. Councilman Brooks contacted Mike Davis with the MLK Center to see if the next meeting could be held at that location. It was determined that it would be held on November 20<sup>th</sup> at 5:30 and it was verified by Mr. Davis.

There were a few more comments from the public.

Mr. Medellin said he would get the spreadsheets with the addresses for the Board members.

Chairperson Haney closed the meeting at 4:56pm.

#### **IV. OTHER BUSINESS**

- a) Design Assistance Grants – House of Empowerment & Zoom Zoom #5 – Staff gave a brief overview of the recent City Council action approving the performance agreements for the design assistance grant.

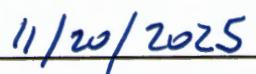
#### **V. ADJOURN**

Chairman Haney asked if anyone had any other comments. With no more comments being made, Chairman Haney adjourned the meeting.

The meeting adjourned at 4:56 p.m.

  
Kenneth L. Haney

Date

  
11/20/2025

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**MINUTES**  
**PLANNING & ZONING COMMISSION**

**November 12, 2025**

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**PRESENT:**

Jeremy Woodward	◆ Chairman
Blake Haney	◆ Vice-Chair
Michael Grassi	◆ Member
Matt Marrs	◆ Member
Doug McCulloch	◆ Member
Alan Sizemore	◆ Member
Steve Wood	◆ Member
Jack Browne	◆ Alternate No.1
Councilor Tom Taylor	◆ Council Liaison
Kinley Hegglund, City Attorney	◆ City Staff
Monica Aguon, Deputy City Attorney	◆ City Staff
Fabian Medellin, Planning Manager	◆ City Staff
Cedric Hu, Planner I	◆ City Staff
Robin Marshall, Admin Assistant	◆ City Staff

**ABSENT:**

Noros Martin	◆ Member
Brady Enlow	◆ Member
Teresa Rose	◆ SAFB Liaison

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**I. CALL TO ORDER**

The meeting was called to order by Chairman, Mr. Jeremy Woodward, at 2:00 p.m.

**II. PUBLIC COMMENTS**

Chairman Woodward asked if there were any comments from the public for items not on the agenda. With no response, Chairman Woodward closed public comments.

**III. APPROVAL OF MINUTES**

Chairman Woodward called for a motion to adopt the October 8, 2025, minutes. Commissioner Alan Sizemore made a motion to approve the minutes as presented and Commissioner Matt Marrs seconded the motion. Chairman Woodward asked if anyone from the public wished to make a comment. No comments from the public were made. The motion passed unanimously with a vote of 8-0 in favor.

**IV. REGULAR AGENDA**

**Case C24-13 (Renewal) 7346 Northwest Freeway and 0 FM 369 (Property ID#114542)**

Consider taking action on a conditional use renewal at 7346 Northwest Freeway (+- 72.67 acres out of John Thomas Survey, Abstract 283) and 0 FM 369 (+- 138.66

acres out of Tract 9, John Thomas Survey, Abstract 283; Property ID: 114542) to allow for the use of light manufacturing for the development of a green energy ammonia production facility powered by a solar array system.

Applicant – Shomax

Chairman Woodward asked if there was a motion. Commissioner Matt Marrs made the motion to approve the case, and Commissioner Jack Browne seconded the motion.

Mr. Fabian Medellin reminded the Commission that this was a Conditional Use Permit that was approved by the Commission last fall. It was stated that the project consisted of 200 acres, with about 80% of the site consisting of a solar array that would be used to power, and produce ammonia through an electrical current converting water into ammonia. The product that is created is a green ammonia, because of the process that it undergoes to create the ammonia. Also there is no by product, or release of any gases from that process.

Mr. Medellin pointed out the location of the property being located at the northeast corner of Northwest Freeway/FM 369 and Keil Lane. The site is currently all agricultural land, but noted that TXDOT was recently using the area for staging for improvements to Northwest Freeway. The actual production facility will be located in the northwest corner of the property, and will use roughly 15 acres for the facility. The jobs created from this project will mostly consist of security jobs, with some technician/maintenance jobs as well. Approximately 20 total new jobs to be created.

Some of the general uses of land in the area was discussed, and it was noted that the site is fairly isolated when it comes to other residential uses. The nearest residential use being  $\frac{1}{2}$  a mile to the west, and 3000 feet to the east. The prison is located  $\frac{1}{2}$  a mile to the north. This site is currently zoned General Commercial, which does allow for light manufacturing (noted that this board did approve that previously). Mr. Medellin discussed why a renewal has been requested. He explained that leading up to the initial submission there was a lot of work done, engineering and prior approvals through the Department of Defense for Sheppard clearances. Since the approval of the submission last year, they have been working on approval at the Federal level with their EPA licenses, and it was noted that's where the delays have been.

They are currently producing this type of green ammonia at a third-party facility outside of Houston, and are starting to sell it to regional farmers, so they can start to get into the market. They are looking for a large distributor to begin selling their product. The process would allow farmers direct pick up to the ammonia, where they would come in with a tanker, and would have on site staff to help load/connect to fill their tank.

Views of the property and surrounding area were shown. Notices were sent out to surrounding property owners, though none were filled out and returned. It was noted that last year the return of responses was low as well, being one in favor and one opposed. Staff does recommend the renewal of the Conditional Use Permit within the General Commercial Zoning District subject to the following conditions:

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

2. Any proposed future new uses would require a review and granting of a conditional use permit by the Planning and Zoning Commission.

3. The property shall have a fence or other approved screening (6 ft. minimum) installed and maintained to obscure the view of ancillary outdoor storage areas from any adjacent land or right-of-way.

Chairman Woodward asked if the applicant was present and wished to make a statement, and no one came forward.

Chairman Woodward asked if anyone from the public would like to make any comments or ask any questions, and no one had anything else to add.

Discussion among the Commission was opened. Commissioner Doug McCulloch asked if the discussion with Sheppard Air Force Base went through fine. Mr. Medellin answered that the MOU that was signed last year is still in effect and they still have all prior approvals. In addition, SAFB has been granted authority to go on site and implement any additional mitigating measures that they deem necessary.

Mr. Medellin stated that since there had been questions regarding ownership, staff directed the applicants to The Department of Defense Clearinghouse. He stated that it is a mix of ownership both locally and consisting of a Canadian group that has been vetted through the DOD. The DOD looks at the ownership, looks into what's being brought in to use, and the impacts from the use.

Commissioner Michael Grassi also asked about the water usage being listed as 60 gallons per minute for the solar arrays, when the sun is out. It was stated that our Public Works/Engineering department had figured the usage is similar to the usage of 100 homes, and it was not of concern to them.

Commissioner Blake Haney asked how long the MOU could last, and asked if the Canadians sold to another group if we would be informed of that. Mr. Medellin answered that the MOU is indefinite, and said if it is sold, we would not be notified. But added if the land was to be used for anything other than what it has been approved for, then they would be required to come before the Planning and Zoning Commission. That's why that condition was added to the case.

Chairman Woodward moved to take the motion to vote, and the motion passed 8-0.

#### **V. Case C 25 – 22 500 Bonner Street**

Consider taking action on a conditional use to allow for the restoration of a non-conforming use of a three-family dwelling in a Single Family-2 (SF-2) zoning district.

Applicant – Dr. Dwight Eric Hayes

Chairman Woodward asked if there was a motion to approve the case. Commissioner Michael Grassi made the motion with Commissioner Jack Browne seconding the motion.

Mr. Fabian Medellin stated that staff had met with Dr. Haynes, and informed the Commission that the property is at the corner of Homes and Bonner Street and is a non-conforming use currently. There are two structures, with the northern structure being a duplex (that is currently occupied), and the south structure consists of a dwelling unit and a barber shop. The dwelling unit inside the building has been vacant for a number of years, but the barber shop has been in use until about a year ago.

Mr. Haynes would like to remove the commercial aspect of the building to make it all dwelling space. Section 6100 of the ordinances grants the board the ability to

restore the non-conforming uses, so Mr. Haynes has submitted an application to request the restoration of the non-conforming use (that third dwelling unit). A site plan from the applicant was provided of the existing structure on Homes Avenue, as well as the structure facing Bonner. Photos of the property and surrounding area were presented to the Commission. The zoning classification is in the Single Family-2 (SF2) district which allows for a duplex, but since this was at one point in time an existing (third) dwelling unit, we thought it would be appropriate to restore the non-conforming use. Mr. Medellin also noted that there are multiple non-conforming aspects to the property, the biggest being the parking and pointed out the parking to the board. He said the biggest impact to the area would be possible parking on the street, but felt that street parking could accommodate the situation well.

Staff did send notices out to surrounding property owners, with some responses returned. They were undecided, based on wanting to know who the owners/occupants would be. But we don't know that and it is not within the scope of the board to judge a proposal.

Staff does recommend the approval for the restoration of a non-conforming use of a three-family dwelling on the SF2 lot with the following condition:

That the development shall comply with all applicable building codes leading up to the issuance of a Certificate of Occupancy.

Chairman Woodward asked if the applicant wished to make any comments, and Dr. Haynes spoke a few words about his son. He explained that the property had been in the family over 100 years, and he is wanting to renovate the dwelling where the barbershop was, to make it into a residence for his son. He stated that his son is a disabled veteran, and will manage the duplex, which will create income for him to live on.

Chairman Woodward asked if there were any other comments or questions, and there were none. Discussion was opened up to the Commission, and no additional remarks were made.

Chairman Woodward took the motion to a vote, and the motion passed 8-0.

#### VI. **C 25 – 25 505 Bonner Street**

Consider taking action on a conditional use to allow for a duplex in a Single Family-2 (SF-2) zoning district.

Applicant: Guillermo & Ana Collazo

Chairman Woodward asked if there was a motion. Commissioner Matt Marrs made the motion to approve the case, and Commissioner Alan Sizemore seconded the motion.

Mr. Medellin pointed out that this case is only a few houses down from the previous case, and the owners/applicants have just recently purchased the house. When the owners went to pull a remodel permit for a structure at the back of the property. They found that work on the structure that had previously been started was left uncompleted, and they found out that there had not been any permits pulled for any of the work done on the building. When the owners met with the inspections department, they were informed that an Accessory Dwelling Unit would not be

allowed because of size limitations on the lot. Staff advised the owners that they could petition to allow for a duplex or a two-family dwelling lot (which has been allowed in the past).

Pictures of the property and surrounding area were shown to the Commission, and a site plan for the property was shown as well.

This is in the Single Family-2 (SF2) zoning district and a duplex is allowed, conditionally, in this zoning district. Staff did send notices out to the surrounding property owners within the 200-foot radius of the 505 Bonner Street property, with only a few being returned. They were either undecided or opposed. These responses were from the same property owner from the last case where they wanted information on who specifically would be living in the dwelling units.

Looking at potential impacts of a two-family living lot, staff felt that it was still in line with the residential character and wouldn't have much of an impact on the area. Staff does recommend the approval of the Conditional Use Permit at 505 Bonner, for a duplex in the SF2 zoning district with the following condition:

That the development shall comply with all applicable building codes leading up to the issuance of a Certificate of Occupancy.

Chairman Woodward asked if the applicant was present and wished to make any additional comments. They declined to make any comments.

Chairman Woodward asked if anyone from the public would like to make any comments or ask any questions, and no one had anything else to add. Comments were then opened up to the Commission, and no further questions or comments were made.

Chairman Woodward moved to take the motion to vote, and the motion passed 8-0.

## **VII. Case R 25 – 11 Property ID #102343**

Chairman Woodward opened the Public Hearing at 2:24.

Public hearing and take action on a request to rezone +/- 15.62 acres of land from Single Family -1 (SF-1) to General Commercial and +/- 2.89 acres of land from Single Family -2 (SF-2) to General Commercial (GC) zoning district both located at Property ID #102343 (18.53 acres, A-194) to allow for the construction of an RV park.

Applicant: Brad Rodgers

Mr. Medellin stated that this vacant parcel is a split zoned lot, SF1 and SF2, so for the applicant to go ahead with this development they will need to apply (and get approval) for a rezone to the neighboring General Commercial zoning district. They would also need a Conditional Use Permit approved for the RV park, as RV parks are conditionally allowed in the GC district. The applicant hired the Syd Litteken Design Concepts Architects firm to develop a layout of the planned RV park. Staff looked at the plans of the park and discussed some potential impacts that were initially seen while looking at the site. Mr. Rodgers submitted the rezone application

to start the first part of the process to start his development. In the past staff have allowed an applicant to submit a rezone and a conditional use at the same time, but looking at it further, staff feels running each separately gives the public a better opportunity to have input on development in their area. So, with that, staff advised Mr. Rodgers to submit the rezone first, and if approved by city council then we would have him follow back up with the Conditional Use Permit.

The site is on the south-central part of town, at the intersection of Rathgeber and Jacksboro Highway. The parcel is vacant land, but it was noted that it does abut a residential neighborhood. Mr. Medellin pointed out some of the general uses in the area, being a dog kennel, senior living, residential, the pickleball courts, the airport (Kickapoo) and then some industrial uses east of Henry S. Grace (outside of city limits). There is a mix of uses in a small area.

Staff felt that traffic to the site, and from the site, would be the biggest impact of the local area. The lot is in a "L" shape, which is advantageous to the development because the portion that fronts Jacksboro Highway is still two-way traffic and would allow for northbound and southbound traffic. Mr. Rodgers has shown in the site plan that he will route most of the added traffic through the Jacksboro Highway two-way traffic, as opposed to through the area where there is mixing of uses including residential.

The property is intended to be a high-end development with amenities for those that stay there. There will be a clubhouse and little casitas (Airbnb like rentals). This project is in anticipation of other developments in town, and potential influx of a sizable workforce in the city, to a make a space that is appealing to those that will stay there as well as for those that live near the property.

There are 90 sites in the proposed layout, but that is subject to change depending on some of the engineering aspects of the project, as well as maximization of the property. There will be design guidelines that the project will have to meet when it comes to driveways and turning radius, parking stalls for the RV sites, and then for ancillary uses as well.

As stated previously, the property has two zoning districts within its property lines of Single Family-1 and Single Family-2. To the north-east of the site is General Commercial and Light Industrial zoning districts. Mr. Medellin pointed out the area in the northeast corner of Jacksboro/Rathgeber, and stated that the properties on Amber Joy/April Street/Amy Circle are primarily manufactured homes. It gives the impression of a manufactured home park, but it is not. When someone is wanting to put a manufactured home on one of those lots, staff has to inform them that they need to go through the Conditional Use process. There is a misconception of the use of the land in that residential subdivision. He pointed that out, because within our manufactured home parks, RV's, pad sites and uses are allowed.

Looking at an RV park for this site, staff felt that it would blend with the uses in that property directly adjacent to it, leading to the fringe of the city limits. Photos of the site and surrounding area were presented. The residential areas around the site have buffers, with the property to the west having a buffer because they are between those homes and the RV park, as well as a detention area. On the south side there is a buffer from a dedicated alley easement, so that buffer would be the 15 feet of separation with the paved alley, as well as additional screening that will be required from the new development.

Staff did send out notifications to properties within the 200-foot radius of the proposed site, and did receive a good mix of responses. Twenty-nine notices were sent out, and of those returned we had five in favor of the project and three opposed. Staff does recommend the approval of the rezoning request of 15.62 acres from SF1 to GC, and 10.89 acres from SF2 to GC.

Chairman Woodward asked if the applicant would like to make any comments, and Mr. Rodgers came forward to answer any questions. He (and Brandon Hay's – partner for the development) stated that they have a very nice RV park planned, and told the Commission that they have many years in the Hospitality/Customer Service Industry. They feel as though the need of their park will be in great demand with some of the new businesses that are planned to begin in our city, and the park should be a great addition to the area.

Chairman Woodward asked if anyone in the audience wished to speak on the matter, and no one came forward.

Chairman Woodward closed the public hearing at 2:38.

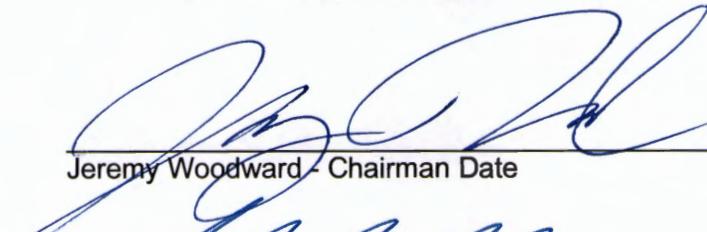
Chairman Woodward asked if there was a motion. Commissioner Matt Marrs made the motion to approve the case and Commissioner Jack Browne seconded the motion.

Chairman Woodward stated that the case was now closed to public discussion and then opened it up to the Commission, asking if there were any comments or questions from the Commissioners.

With no additional questions or comments, Chairman Woodward took the motion to vote, and it passed with a vote of 8-0.

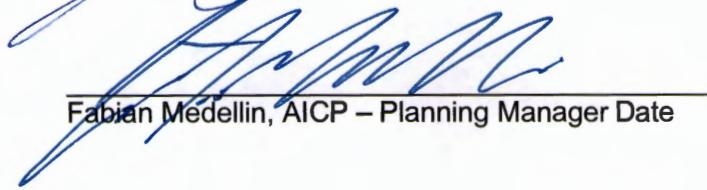
#### VIII. **ADJOURN**

Chairman Woodward adjourned the meeting at 2:39 pm.



12-10-25

Jeremy Woodward - Chairman Date



12-10-25

Fabian Medellin, AICP – Planning Manager Date



## WICHITA FALLS-WICHITA COUNTY PUBLIC HEALTH BOARD MINUTES

November 14, 2025

Wichita Falls-Wichita County Public Health District  
1700 Third Street – Clements Conference Room  
Wichita Falls, Texas

### BOARD MEMBERS PRESENT:

Keith Williamson, M.D., Chair  
Terri Farabee, RN  
Rachel Reitan, DNP, FNP-c  
Morgen Gardner, DDS  
Ray Forsythe

Physician – City Appointment  
Registered Nurse – City Appointment  
Citizen At-Large – City Appointment  
Dentist – County Appointment  
Citizen At-Large – County Appointment

### BOARD MEMBERS EXCUSED ABSENCE:

Melissa Plowman  
Jered Harlan, DVM

Restaurant Association – City Appointment  
Veterinarian – City Appointment

### OTHERS PRESENT:

Amy K. Fagan, M.P.A.  
Brandi Smith, BS, RN  
Whitney Flack  
Mark Beauchamp  
Victoria Contreras, RN

Director of Health  
Assistant Director of Health  
City Councilor  
County Commissioner  
Guest

### I. CALL TO ORDER

Dr. Williamson, Chair, called the meeting to order at 12:00 pm after a quorum of members was attained.

### II. Approval of Minutes & Absences

Dr. Williamson called for a review and approval of the September 12, 2025 minutes.

Dr. Williamson asked for a motion to approve the minutes. Rachel Reitan made a motion to approve and Dr. Gardner seconded. The minutes were approved unanimously.

Dr. Williamson stated that Dr. Harlan and Melissa Plowman are excused from the meeting.

### III. Pertussis Briefing

Dr. Williamson introduced Whitney Syrus, Epidemiologist with the Health District.

Whitney said that Wichita Falls Health District has had an increase in cases in the past month and the State has had an increase in the past year.

Pertussis, also known as "whooping cough," is an acute infectious disease caused by bacterium *Bordetella pertussis*. Pertussis typically has an insidious onset, with catarrhal symptoms (runny nose, low grade fever, slight cough) that are often indistinguishable from those of minor respiratory tract infections. After 1-2 weeks, the paroxysmal stage develops, often characterized by coughing fits (paroxysms) which may be followed by an inspiratory whooping sound, apnea or vomiting. This stage usually lasts for 1-6 weeks, but may continue for up to 10 weeks. In the convalescent stage, there is a gradual resolution of paroxysmal coughing, which may resolve within weeks but can continue for months.

Pertussis is spread from person to person through respiratory droplets or contact with airborne droplets. Pertussis is considered highly contagious. Persons with pertussis are most infectious during the catarrhal period and for 21 days after cough onset. However, persons with pertussis are no longer considered contagious after appropriate antibiotic treatment has been completed, which usually consists of five days of treatment. Pertussis symptoms usually develop within 5-10 days following exposure.

CDC recommends routine vaccination and postexposure prophylaxis to prevent spread.

Infants and children are recommended to receive a 5 dose DTaP series, with the first dose starting at 2 months of age and the final dose administered between 4-6 years of age.

Adolescents are recommended to receive a single dose of Tdap at 11-12 years of age

Adults are recommended to receive updated vaccination every 10 years to maintain protection.

Wichita Falls-Wichita County Public Health District has received reports of 16 confirmed and/or probable pertussis cases since 9/25. Of these, 14 had confirmed vaccination history; 15 of the 16 cases have been investigated. Of these, seven cases have been linked to two common exposure sources and two active outbreaks have been identified. By definition, a pertussis outbreak is defined as three cases that overlap in time and place, with cough onsets within 21 days of each other.

Mark Beauchamp asked about the 16 confirmed cases and 14 had been vaccinated. He asked if the symptoms were less because they were vaccinated? Whitney said she has seen it both ways. It depends when they were taken in to be treated. Amy stated it was surprising how long some of the kids had been sick. The children had a cough, but parents were not aware of the outbreak. Sometimes the symptoms are confused with allergies.

Per a DSHS Health Alert released on 11/3/25, provisional data reports indicate that Texas has had more than 3,500 reported pertussis cases through October of this year. This is roughly four times the number reported for the same period last year.

As of 11/6/25, preliminary data reports indicate a total of 1,171 pertussis cases have been reported for PHR 2/3 for 2025. This represents a 51% increase from 2024 (775 cases) and a tenfold increase compared to pre-2024 levels (avg 123 cases/year from 2020-2023).

Ray asked if it was possible that people develop an immunity to some vaccines. Dr. Williamson said we hope they do. They don't become resistant to developing that immune response from repeated exposure to the vaccine. What happens is there will be a local reaction.

Following case reporting, investigations are initiated as quickly as possible. Case guardians are recommended to discuss pertussis exposures with their medical providers and seek evaluation for postexposure prophylaxis for household contacts.

Daycares and schools are notified when a case has been determined to have attended while infectious, and pertinent recommendations are reviewed.

A pertussis awareness letter for parents of children attending affected daycares or schools is being disseminated to facilities as cases are identified, with particular emphasis on facilities with associated outbreaks.

A Wichita Falls-Wichita County Public Health District update was disseminated on 10/29 to our local healthcare providers to enhance situational awareness and reiterate recommended testing/treatment

guidelines.

Weekly conversations with DSHS have been occurring to reassess the situation and seek the most updated guidance.

By definition, a pertussis outbreak is considered closed or inactive once two incubation periods (42 days) have passed since either the last reported linked case or last linked cough onset, whichever was the latest.

Active surveillance continues.

Dr. Williamson introduced a visitor we have today, Victoria Contreras, RN. She is in a leadership class with Texas Tech and is a nurse at United Regional. She lives in Wichita Falls and has been a nurse for 8 years. We went around the room and introduced ourselves.

#### **IV. Play Well Program**

Dr. Williamson introduced Monica Gil Garcia, Wellness Administrator.

Monica spoke about the Play Well program. It is a collaborative initiative led by the Wellness Division of the Wichita Falls-Wichita County Public Health District. They partner with community organizations, United Regional, local schools, and the City of Wichita Falls Police Department, to teach internet safety, cyber bullying, health, nutrition, physical activity, and mental wellness.

The Play Well Wichita County project is designed to create a safe, inclusive, and engaging platform for young people to voice their opinions, share ideas, and engage in meaningful conversations. The forum focuses on youth-related topics, such as bullying, cooking, healthy relationships, internet safety, self-care, and more.

The Objectives are to:

1. Educate the Youth: To provide information and experiences on specific topics regarding the challenges we face as a community.
2. Empower Youth Voices: To provide a platform where young people can express their thoughts and opinions freely.
3. Foster Dialogue: To encourage open and respectful discussions among participants on important issues affecting youth.
4. Support Community Building: To create a sense of connection and belonging among participants through shared experiences and interests.

January 20, 2023 was the starting date. The target audience is primary youths age 6-18.

On June 20, 2023, the first summer camp was implemented. We received a lot of data from that.

On January 20, 2024 until now, Play Well has been delivered at:

All Hands Community Cultural Center Summer Camp  
City of Wichita Falls Summer Camp  
Kirby Middle School  
Hirschi Middle School  
Barwise Middle School  
Help Me Grow Wichita County  
The Arc Wichita County  
All the Boys and Girls Clubs  
Legacy High School

Expected outcomes:

1. Increase youth engagement in important social issues.

2. Development of communication and critical thinking skills among participants.
3. Strengthen sense of community and collaboration among diverse youth groups.

The Play Well program represents a significant opportunity to empower young people and foster meaningful dialogue on issues that matter to them. Through this initiative, we aim to create a dynamic and supportive environment where youth can grow, learn, and make a positive impact in their community.

On February 20, 2025, the Wichita Falls-Wichita County Public Health District was presented an Award at the annual Texas Association of City and County Health Officials (TACCHO) conference at College Station, Texas. Play Well was announced as the winner of the highly competitive Education Through Innovation Award. The award recognizes the educational efforts developed by local health departments in Texas to disseminate and promote public health information and public health initiatives.

We also received Program of the Year for 24-25 with Communities in Schools. That is a Wichita Falls ISD organization. We are very honored to receive this award.

We went to a Healthier Texas Conference in October and presented a Play Well program poster. We talked to different Health officials and were able to share our information with other Educators.

Rachel asked if we received funding from the Community Partners. Monica said they do not receive any money from Community Partners and do not purchase anything with grant funds. They have items that are given to them to use.

## **V. Funding Update**

Amy Fagan, Director of Health spoke about the funding update.

Ray asked about the funds ending in 2027.

Amy said it is a federally funded grant and we will keep trying to get the funds to continue.

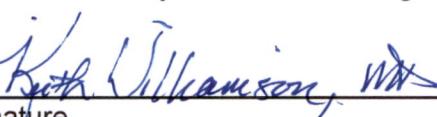
Dr. Gardner said it would be terrible for it to end. She said other organizations may pick it up and continue the work.

## **VI. Next Meeting Date**

January 9, 2026

## **VII. Adjourn**

Dr. Williamson adjourned the meeting at 12:50 pm.

  
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Signature

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Keith Williamson, MD, Chair, Rachel Reitan, DNP, FNP-c, Vice-Chair,  
Melissa Plowman, Secretary

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**MINUTES**  
**Tax Increment Financing #3 Board**

November 20, 2025

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**PRESENT:**

Kenneth Haney, Chairperson	♦ Member
Councilman Tom Taylor	♦ Member
Councilman Robert Brooks	♦ Member
Mark Beauchamp, Wichita Co. Commissioner	♦ Member
Ray Dixon, Jr.	♦ Member
Sandra Gross	♦ Member
Monica Aguon, Deputy City Attorney	♦ Legal Dept.
Stephen Calvert, CFO	♦ City Staff
Fabian Medellin, Interim Development Services Director	♦ Staff Liaison
Tyson Traw, Director of Engineering	♦ City Staff
Pat Hoffman, Property Management Administrator	♦ City Staff
Rita Miller, Neighborhood Services Manager	♦ City Staff
Alex Borrego, Code Compliance Supervisor	♦ City Staff
Marquise Blue, IT Department	♦ City Staff
Karen Montgomery-Gagné, Principal Planner	♦ Staff Liaison

**ABSENT:**

Barry Mahler, Wichita Co. Commissioner	♦ Member
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**I. CALL TO ORDER**

The meeting was called to order by Chairperson Mr. Kenneth Haney at 5:34 p.m.

**II. APPROVAL OF MINUTES**

Mr. Mark Beauchamp made a motion to adopt the November 5, 2025, minutes and Councilman Tom Taylor seconded the motion. Chairman Haney asked if anyone had any comments, and no additional comments were made. Chairman Haney took the motion to vote, and it was approved unanimously 6-0.

**III. Financial Update:**

**\*Note: Public comments were often inaudible, and often names of those speaking was not announced. If not reflected in the minutes it was because they could not be transcribed.**

Mr. Fabian Medellin gave a brief explanation of the TIF3 zone/district. It is an economic development tool that the State allows municipalities to adopt. There are certain criteria that the State outlines that a geographic area has to meet in order to qualify for a TIF designation. The area of a TIF zone has to have blighted areas, abandoned structures, lots or layout designs that slow/impede growth in a part of town or in the city. This is what qualified this TIF zone to allow us to move forward with approval by the State. Since this is an economic driver, the State does limit the amount of residential structures/uses that

are allowed in the TIF district. That is why, as shown on the map, the boundary is centered around the major thoroughfares around Martin Luther King, parts of Harding and parts of Jalonic area.

What does a TIF district do? Mr. Medellin explained that a TIF district is essentially a cap on the property taxes. It is not a cap to what you pay, but it is a cap to what our participating parties receive. For the TIF3 zone, the county and the city both opted to participate. In 2008, there was a committee formed of residents of the zone, city staff, city councilors and county representatives as well. It was decided that they wanted to move forward with this approval. The cap is an amount that the city and county receive. Over years, your property values and taxes have continued to increase, however, what happens is any money over that cap doesn't go to the county or to the city. It actually is set apart and set in a fund to support the board in its initiatives. This TIF board has been active since 2009, so that money over the cap has not had this fund. Mr. Medellin explained that if in 2008 you were paying \$1,000 in taxes, but for this year you are paying \$2,000, that \$1,000 difference is what's going to support the TIF board with its initiatives. The board and the State sets an expiration. The board is collecting these funds above the cap up until 2034. As part of our requirement, we have to have that money spent or allocated by that expiration date. A few meetings ago, the board granted the approval to begin the process to extend that life for the TIF for another five years. Once we go through the process and receive approval from the State, the board will continue to operate and accrue that increment up until 2039.

As mentioned, the State does limit the number of residential properties that can be included in the TIF district. That's why the boundaries are drawn the way they are, with the majority of it centered on MLK, with parts of Jalonic and a small portion of Harding, Otis Polk and Thompson. Mr. Medellin pointed out that the TIF3 zone is in district 2, and any funds that are accrued, or added, have to be used within that specific zone. They cannot be allowed to go outside that zone.

As part of the county, cities and community's petition to the State to allow us to create this zone, there had to be a financial plan adopted. In that financial plan, it set forth some specific target goals for the TIF funds and for the zone. There are four goals, the first three have to deal with infrastructure. Some questions with that are:

1. Can we address flood control with any TIF funds?
2. Can we realign some streets to help support drainage or further commercial development?
3. And then address any aging infrastructure.

Mr. Medellin then stated that the last goal of the zone was to support private business development with three sub goals underneath that initiative:

1. Increase Tax Base
2. Provide New Services
3. Provide Employment Opportunities

Stating that was an overview of what the TIF zone is and what it's for, he then went in to discuss the numbers. This fund has been collecting over the last 15 years. Here (shown on monitor) we have a breakdown of the tax year, being the year that the tax assessment is for, and the fiscal year (the year following and the year we receive the funds into the increment).

Through slides, Mr. Medellin showed the financial numbers. Currently the TIF fund has a total of \$1.5 million, that's roughly about \$200,000 a year that's added to the funds. (Just this past year, the city portion that was added to the TIF board was \$100,000, and the county portion was about \$73,000. On top of that is interest that is accruing as it is sitting in the fund, which was an additional \$41,000.)

Stephen Calvert, CEO of Finance for the City of Wichita Falls, explained how the money in the fund is invested. He explained that the money is invested in local donor investment pools, adding that it is an extremely safe savings account. The interest rates have come down in the last years, but those funds were put into the safest funds the State of Texas said we must invest in, which is really safe investments. Adding that local government invests in pools, meaning cities like us put our money into the safest investments that are money market instruments that quickly pay off. Those pools currently are in the 4% range for rates, which is similar to what it was last year and will probably go just a little lower through the end of this year.

Mr. Medellin stated that the TIF board has been actively meeting over the last few months, and there have been some decisions made on how those funds should be allocated. The board decided to divide those funds into different categories, whether that's public projects, private projects, or by setting apart a small portion for discretionary projects. (Anything that may blur the line between those two that they feel merits funding.) The board decided a 40/40/20 split. So, of that \$1.5 million it will be broken down in the following way:

40% for public projects - \$636,000

40% for private projects - \$636,000

20% for a discretionary fund - \$318,000

He explained that a public project could be for infrastructure, where the city owns the pipe that's in the ground. A private project where the board funds a new development that would be owned by an individual property owner/business owner. And then the discretionary fund can be split up between the two, however the board feels appropriate. In the past, there was a little bit of focus on public infrastructure/public improvements, but over the last couple of meetings we have transitioned to more private focus. He noted that there were two petitions that the board received for House of Empowerment and Zoom Zoom #5, for some improvements and potential remodels. The board felt that there was some information that was needed before they awarded what was being asked. They approved a small grant award for each one in the amount of \$10,000 to support further assistance in plan preparation, like hiring an architect. Mr. Medellin stated that staff has just recently received Zoom Zoom's set of plans to review to see if they are acceptable for permitting, and then we can reimburse the owner. (He mentioned that the \$10,000 grants that have been awarded aren't reflected in the numbers that were just listed in the funds.) He explained that the applicants will pay their half, and then we will pay our half (up to \$10,000).

An audience member asked who decides on the public projects. Mr. Medellin stated that the city (our engineering department) would come up with the work by assessing the needs in the community, whether they would be sewer lines, water lines or streets. He added that \$600,000 may sound like a lot, but depending on the project it may not cover the full expense of it. The way that the board is set up in the TIF zone, you can provide public infrastructure to support private business. As you do that, the new business (or new building, or remodel/expansion from an existing business) will only add to the collective fund to support the next petition. Councilman Tom Taylor clarified that the engineering department would recommend the projects (more than one) to choose from, and will recommends what public project should be funded, then the board goes on that subject to approval by the City Council. Mr. Medellin agreed, and said ultimately any decision on funding comes from the board.

It was asked if the board will receive all of the applications or just the ones that staff has chosen, and it was stated that staff will present them to the board as staff receives them. It was also asked if the department has the approval to authorize the request for the \$10,000 grant that has been discussed, and Mr. Medellin clarified as of now, no. But there will be discussion later in the meeting that may allow for some discretion to approve funds for façade improvements or design assistance. Then there were some additional comments made regarding why public utility projects would come out of the TIF fund. Mr. Mark Beauchamp said one way the board may look at this is, if there was a new development, say a new grocery store was building and they needed the sewer line to it, the board would potentially award public site grant to do the sewer line repairs or installation. But they wouldn't just go in and fix a sewer line for the sake of fixing it.

An audience member asked who established the boundaries, and Mr. Medellin stated the boundaries were established in 2008 with the original board. Once they adopted it, the State approved it and that set the boundary, and the boundaries are not changed after it was State approved.

Mr. Medellin gave a brief summation of TIF1, TIF2, and TIF3. TIF1 is the oldest zone that has expired, and it was a blend between downtown area and part of the east side. It was created in the 1990's and expired in 2008. That was the city's first entry into a TIF district. TIF2 district is over in the Lawrence/Call Field area, and has been used to help support public improvement projects, including drainage improvements, Maplewood (Phase II and III) and now South Wenonah where the new WinCo is located that will help support that being built. Then TIF3, created in 2009. TIF4 was created in 2015 as a 2<sup>nd</sup> generation downtown reinvestment zone and focuses on the downtown core.

It was asked if the TIF3 funds have been looked at to help eliminate the flood areas, and it was stated that some projects, cost wise, exceed what the board has allocated. Mr. Tyson Traw explained that when the TIF was originally created, one of the goals was to alleviate some of the flooding in the east side. The problem is that drainage improvements are so expensive. We may have enough money to remove one or two properties from the flood zone, but the better way to do that would be to elevate that property with fill, similar to what Dollar General did on MLK. Mr. Traw recommends that, because otherwise we would spend all of the money in a very small area, and you wouldn't be able to share that money throughout the TIF. He also updated that the ditch in that area, that had known flooding problems, has been fixed and is fully operational.

A question was asked from someone in the audience regarding elevating a property within the flood zone, "if someone elevates a property, will they qualify for any of the TIF3 funds? Mr. Medellin stated it will qualify as long as the application is completed and the board feels that it's worth investing in, and added the whole purpose of the fund is to support development in the flood plain because that's a challenge. (He noted that some may confuse the information with the Federal program, the Community Development Block program, which would not finance projects like that.) Mr. Beauchamp added that if somebody comes in and says they have bought a property and they want to build it up, then put a laundromat on that parcel, that would be a perfect use for the private funds from the TIF.

An audience member asked if there was an educational component to the TIF program, to help applicants to know how, and what, to do for the TIF application and process. Mr. Medellin stated that more on this will be discussed later, but added that staff recommends applicants reach out to MSU's Small Business Development Center where they have on

site staff to help guide someone through not only our application, but through their own grant programs as well. The financial experience at the SBDC is where they will get the best help, and added that city staff can support an applicant, but staff can only guide them where we can. Mr. Medellin said we could do a little better on our end as far as education for the program, and said our Planning Department could put more information out there. The audience member asked about how they can know what kind of projects are going on in their area, and information was given about where the public can go to find out what permits were pulled, what company pulled them and the reason they were pulled. Ms. Sandra Gross added, "I'm also a member of Peace Project Medical Committee. We have hosted community forums before, and I have offered my assistance to anybody who needs help with an application or even any other city entities to help with them online and through word of mouth as well as paperwork. We are a networking committee. We are nonprofit, and we're pretty smart on the computer sometimes. If you need or you know someone who needs help, you can direct them to me. If You all know me. You know my phone number, my email, I can help, and I'm not being paid for it, and I don't mind."

It was asked what the timeline from picking up an application to when results will be seen, and Mr. Medellin stated it depends on the level of completeness of the application and when it is submitted. A complete application, that has been fully vetted, can get put on the meeting agenda pretty quickly depending on when it is turned in and when the next meeting is. The State regulates when we post an agenda, so we have to stay on topic and only speak on those specific matters listed on the agenda. If we get an application, and we have posted the agenda for an upcoming meeting already then unfortunately it will have to wait for the following meeting. (There is a small window of time to change/add to an agenda, but that timeframe is getting smaller after recent legislation changes.)

#### **IV. Discussion and Consider Taking Action to Adopt a Façade Improvement & Design Assistance Grant Program and Allocate Funds for the Program:**

Chairman Haney requested staff present the façade improvement and design assistance grant program proposal. Ms. Karen Montgomery-Gagné referenced the handout provided at the beginning of the meeting, and indicated it outlines detailed guidelines for how a person can apply for the proposed TIF3 Façade Improvement & Design Assistance Grant. She explained the board would be considering potentially approving and also allocating funding for this new program. Ms. Montgomery-Gagné said the whole purpose of the reinvestment zone is trying to improve the tax base, generating more funds into the increment fund for reinvestment, attract new businesses and services, and also support increased employment. This façade improvement grant is a great opportunity to reach that goal. Basics for the grant are it's a reimbursement-based program, offering up to 50% funding for eligible, pre-approved improvements with a cap of \$10,000. She referred attendees to the handout which noted six key areas that a project could qualify for potential funding assistance. This program is intended to provide assistance for smaller-scale improvements that would help someone expand their existing business, make needed improvements to a business, establish a new business, etc.

If you are situated in the TIF #3 Zone, staff highlighted some items that may qualify for assistance including: new roof, building additions, HVAC repairs, electrical upgrades to meet current codes, façade/window replacement, signage (NOT murals – covered under the Civic Art Program), landscaping (irrigation system), hardscaping (sidewalks, ADA ramps, etc. Mr. Beauchamp asked if lighting and security equipment would also be eligible, and Ms. Montgomery-Gagné said that was something that would qualify. She added the

façade improvement program will only have a one-page application, quick and simple compared to the large application that was approved by the TIF #3 board in 2012. As Mr. Medellin stated, the first two allocations of funding from this reinvestment zone were for design and plan development. If you require design plans (architect, engineer, surveyor), this improvement grant could be utilized to help cover some of the costs in order to get to the stage of being ready for building permit issuance. As an example, Ms. Montgomery-Gagné pointed out the owner of Zoom Zoom #5, who was in attendance with his architect Phillip Townsend, are currently in the process of plan development and was approved for partial reimbursement.

Ms. Montgomery-Gagné stated the TIF #3 Board is trying to move towards the goal of increasing businesses in the community and building the economic base. One of the parameters of grant approval is being in good standing (not having any back taxes, liens, citations or any litigation with the city). Staff noted you can apply one time per fiscal year, which is October 1 through September 30, per address which mirrors a similar grant program in the downtown core utilizing 4B sales tax corporation funds). In addition, many times people are excited to move forward with an improvement project, however, if the contractor obtains building permits before grant approval, the project is void of grant reimbursement. Staff stressed do not initiate or complete your project until you have the letter/email from the City stating your façade/design application was approved. For each project component (e.g., roofing, windows, etc.) two bids are required to ensure comparable pricing. Additionally, we want to see the project get started; must obtain building permit within 60 days of approval, and project completed within 180 days (six months) unless an extension is requested. That is coming back to us with copies of canceled checks, paid invoices (proof that you put in your 50%) and it shows that the work has been done. Now, we know that life happens, contractors get busy and sometimes your job gets put on the side, that's when you need to contact us immediately. Let us know and keep us in communication and ask for an extension. We can work with you. There are always options, as long as you keep us in the loop with what's happening.

Recap:

A Commissioner added that it would be advisable to contact a consultant/architect to get a proper budget, a proper outline, and they can advise on the project because sometimes you overlook items that may be necessary like life safety issue. Mr. Beauchamp asked if someone could apply for \$10,000 façade grant and also a \$10,000 design assistance grant? Ms. Montgomery-Gagné explained there would only be one façade/design grant approved in a year. If the applicant wanted to pursue additional funding assistance from the Board of Directors, they would need to utilize the long-form application requiring detailed financial information.

Ms. Gross asked if the contractors used will need to be licensed, bonded, insured and registered with the city, and it was clarified that yes, they will need to be registered. One of the first things staff checks is to make sure contractors meet city standards. Ms. Gross also asked if this grant can be used for residential upgrades and it was clarified this is only for non-residential requests. Ms. Montgomery-Gagné added that a rental property, such as a multifamily apartment, or a three-plex or greater, could qualify for this grant as they are considered commercial. Single-family, duplex or manufactured home properties are classed as residential.

Some items noted that may be needed to be aware of when planning that may be needed (if a project is over \$50,000) is a handicap accessibility to be reviewed and an asbestos survey. Which can cost around \$1500 for those two items.

Ms. Montgomery-Gagne also explained staff will need verification, or proof, funds were expended by the applicant. Proof may consist of paid invoices, credit card statements or a digital bank statement. Staff will also verify with building inspection to ensure all permits are in order and inspections were passed. Staff is requesting the board allocate \$200,000 from TIF #3 private category funds for the program, thus potentially assisting 20 projects @ \$10,000. This money will help for small improvements that are necessary, that will help meet the needs and goals of the zone to have increased valuation and help with businesses that we need that will allow for employment opportunities.

It was asked where the TIF zone boundaries were, the audience was informed a TIF #3 map was in the grant handout. Anyone can contact staff and a map can be emailed. Furthermore, for more in-depth information, staff provided the City's website and directed people to the development interactive map which provides a wealth of information from aerial maps, zoning categories, floodplain, to TIF #3 boundaries. Ms. Gross indicated being computer savvy and available to assist people.

Before a motion to approve the grant program, Mr. Beauchamp stated he would like these grant funds to come out of the discretionary fund category as opposed to the private funds. **Mr. Beauchamp motioned to approve the façade improvement and design assistance grant program, that would come out of the discretionary funds, not the private funds, in the amount of \$200,000. Councilor Tom Taylor seconded.** Chairman Haney took the motion to vote, and it passed unanimously 6-0.

#### **V. Discussion and Consider Taking Action to Allocate Funds for a Civic Art/ Placemaking Project:**

Chairman Haney requested staff provide an update on this initiative. Mr. Fabian Medellin explained at the last meeting there were five items presented, all in an effort to change the mindset of using those public funds to support private investment. There was a lot of feedback, and the board felt the last item was beneficial to the community and wanted to move forward as quickly as possible. That, and the item Mr. Medellin was about to present, were ones the board believed improve the aesthetics of the community but also tie the community together. The proposal was to allocate \$75,000 to support civic art or placement. This provides options for business owners to improve their physical buildings and their businesses, we now also wanted to enhance the cultural side of things. He showed images of some existing murals in District #2, noting they have done a great job on that, and has set a trend in placemaking for murals within our community. Showing more photos of local murals, he pointed out not only do they help with the aesthetics but helps out with the general visibility at their location. Neighbors to some of the past projects at Bridwell Park have voiced their favor of the projects/murals because it has promoted activity in the park. Mr. Medellin stated that is what we want to see in this zone as well, whether it is foot traffic or increased business traffic. Now that we have those avenues to support new business, or the expansion of existing businesses, we want to look at ways to give that "aha moment", or that "I've arrived" moment in this particular district. Something that will speak to the history and the culture of the neighborhood.

Flood Street was mentioned, because there is a lot of rich history there and a number of historical markers there as well. Mr. Medellin stated that we would like to partner with someone, potentially a non-profit, that would commission some type of civic art, or a mural, that is representative and reflective of the community to be installed within that zone.

Wichita Falls Alliance for Art and Culture would be great to work with for this project, and Mr. Medellin said that is who he has in mind for it.

Ms. Gross spoke about sculptures and art being placed in the flood zone, which should be alleviated before installation. She also spoke about a study that Brenda Jarrett did with the University of Texas about an area with a gazebo that had walking areas, and suggested something like that where we could have live bands, concerts and orchestras. She also noted that signage would be needed.

Mr. Medellin spoke about the Bridwell park improvements that was from a community effort. Surveys were done, and events down at the park to gain insight from the community on what they wanted were held. Having a general baseline of some thoughts and ideas from the community, staff worked with the Alliance for Arts and Culture to form a committee, that included some residents. There was more engagement and it was a community effort to finalize that concept that was made on the futsal court there. Mr. Medellin is hoping for a similar process in the TIF3 zone. It would be something for a representative from the community to identify and add the rich culture/history from there. It is your art.

Ms. Gross said that is something that they have done before in the community and parks. She stated that it was a community coalition group that included the city Parks and Recreation department, that supplied paint for the project, and other city employees were involved in helping the community paint the concession stand and the baseball park. Ms. Gross mentioned that it has been requested by the community to have flags of veterans put out for display throughout the area.

The dog park that was recently created out in the area was discussed, and a member of the audience said that they did not get community input for that project. She said it was in a flood zone, on a busy street with distracting 18-wheeler oil tankers going up and down the street that would be a danger and distraction to the dogs. She added that when she and other community members made suggestions they were shot down right away. It was said that history cannot be changed, but it shouldn't be repeated, and Mr. Medellin said that is why we are here today. To talk about what we can do to bring forward good change.

An audience member stated that he feels activities are needed to get young families involved with the area, and suggested pickle ball courts. He said he had other ideas to bring younger families into the area. Mr. Medellin said one technique to get people to come out is to hold events.

Councilor Taylor noted that he made notes today and will contact the Parks Director and the City Manager to share some of these ideas with them.

Chairman Haney said there is a **motion to approve the allocation of money for a TIF3, civic art and placemaking project, with \$75,000 being the amount requested.** Chairman Haney took the motion to vote, and it passed 6-0.

Ms. Gross asked for verification of which fund the money would come from and it was clarified that the grant would come from the public fund.

#### **VI. Discussion of the Proposed Programs: Commercial Renewal, New Economic Opportunities, and Demolition Assistance:**

Mr. Medellin explained the board had requested more information regarding these three programs presented at the prior meeting, but Mr. Medellin would like to ask for more

information from the board. He was seeking guidance on their expectations of what the board wants to see as he gathers data to present to them. The TIF zone is geared towards economic development. The intent with the first program was to try to preserve what can be preserved/saved. But at some point, a building will go past its life, and the cost to renovate a building can exceed its actual value, or can be more cost effective to demolish and start again. That's what this program is geared towards. We wanted to identify existing buildings that have gone past that point, that are sitting on prime property/locations that are large enough to support new commercial development. We wanted to allocate \$225,000 to acquire that property, demolish it and then essentially market it through our Falls Four, the city's economic development corporation. With input of what should be there.

A challenge for new economic opportunities is the size of lots, with a most of them being residential lot seizes. A developer would need to work with multiple owners just to amass a sizable lot. The initiative for this program would be for us to do the hard part, amass those properties. By looking at key areas, key thoroughfares, plant locations so they can be acquired with your input, so it will meet the needs of the community and give some new life. So, like the last project, and this project, those proceeds will just go right back into the TIF zone to help fuel the next project or program.

Lastly, Mr. Medellin continued, the same thing with the commercial buildings is there are a number of residential buildings that have gone past the point of repair, that contribute to the blithe aesthetic of the zone. Those can be identified and provided funding to help demolish those to provide its next life. He presented maps of non-residential parcels with structures on them. It was asked if they would be changing from residential to commercial, and Mr. Medellin said we are not. Ms. Gross asked if apartments could be put there, and it was clarified that was an allowable use. A duplex is not an allowable use, but anything larger (tri-plex or larger) is allowed.

Mr. Medellin continued going over the maps and discussed the lots shown as all the parcels within the zone that have a commercial structure on them. Anything from triplexes to churches, offices, and the likes. There are 183 out of almost 900 parcels. That does not include vacant lots. He then showed a map of all vacant lots, that's just shy of 500 vacant lots. Then a map of all vacant lots with the floodplain overlaid on top of it was shown. Out of those vacant lots, 260 are in the floodplain.

It was asked by an audience member if the city had a plan to alleviate the floodplain in the area. Mr. Traw explained the master drainage plan from 2011, and said the city continues to work on those particular improvements across the city, but there's none of those projects that are identified in that plan that are going to change the flooding on the east side. The problem is because the flooding source for the east side is the Wichita River, with the most effective flood control project has already having been completed on the Wichita River, that being Lake Kemp. We would have to build something on the scale of Lake Kemp, which would take about \$500,000 million, to alleviate the flooding on the east side. We don't have a funding source that we can attack a project like that, even if the State were involved. To bring economic business/development to the east side we will need to concentrate on the places that aren't in the floodplain. And then some of these places that are in the floodplain that are in the commercial corridor like MLK and Dollar General, we can elevate those places. But those improvements protect the structure, so it's not damaged by the next flood. But you can't change the flooding of the entire area. It protects the structure, allows economic development, but it doesn't mitigate the entire area.

Mr. Medellin added that you can still develop in the floodplain, it's just that there are some design elements that have to be incorporated to basically either raise it out of the floodplain or floodproof the structure.

Recap of the three requests not voted on today:

- Request \$225,000 for the commercial renewals - identifying dilapidated commercial structures, buying it, demolishing the structure and then renewing them.
- Request \$100,000 from public funds for new economic opportunities – identify a number of a grouping of vacant lots, collecting them together, purchasing them, combining them and then repurposing them.
- Request \$200,000 from public funds for demo assistance.

Mr. Medellin told the Commission that there was approximately \$600,000 left in the private funds to support new commercial development.

Mr. Medellin recapped what he has heard from the Commission that will be the items that will need to be discussed at the next meeting. He will present current efforts, some of the numbers behind that; looking at potential sites and next steps; and then maybe a vote for allocation for those programs as well. He then asked if there was anything else the Commission would like to see at the next presentation.

There was discussion about having the next meeting at the MLK Center, but many pointed out that it was very difficult to hear most of the comments, and Mr. Medellin said we will work on getting mics for the next meeting. After additional discussion for the date of the next meeting, it was decided to have it on December 16<sup>th</sup> at the MLK Center.

## VII. OTHER BUSINESS

Next meeting: Tuesday, December 16<sup>th</sup> at 5:30 at the MLK Center.

## VIII. ADJOURN

Chairman Haney asked if anyone had any other comments. With no more comments being made, Chairman Haney adjourned the meeting.

Chairman Haney went to adjourn the meeting at 7:15pm.

*Kenneth L Haney*  
Kenneth Haney, Chairperson

Date

*12/16/2025*



#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 9.a, and 10.a

**Agenda Title:** Public Hearing and take action on an Ordinance finding the structure at 401 Broad Street to be dangerous; requiring the property owner to demolish said structure within thirty (30) days of the date of this ordinance; and declaring an emergency and immediate effective date.

**Council Action to be Taken:** Conduct a Public Hearing, consider and take action on an ordinance finding the structure located at 401 Broad Street as dangerous and require the property owner to demolish the structure within 30 days.

**Department Submitted:** Code Compliance

**Staff Contact:** Fabian Medellin: Director of Development Services  
Rita Miller: Neighborhood Services Manager  
Alex Borrego: Code Compliance Supervisor  
Craig Berend: Fire Marshal  
Samantha Blair: Environmental Health Administrator  
Brad Scates: Assistant Building Official

### 1. PURPOSE / DESCRIPTION

Pursuant to statute and local ordinance, the City Council can, after a public hearing on the matter, deem structures that have deteriorated to a certain threshold as "dangerous". Once the structure is deemed dangerous, the property owner then has 30 days to either (1) demolish the structure or (2) receive a restoration permit for remediation/improvement of the structure to a livable condition. If after 30 days the structure remains dangerous, the City can effect demolition and place a lien for such costs on the property.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Based on inspections and documented conditions, staff have determined that the structure located at 401 Broad St. constitutes a nuisance structure that is both dangerous and presents threats to life, health, and safety. The structure meets the criteria outlined in the Wichita Falls Code of Ordinances, Article VIII, Section 22-601, et seq., Dangerous Buildings or Hazardous Structures, and applicable local and State laws.

Staff is requesting the City Council deem the commercial structure located at 401 Broad Street as dangerous. If Council approves the ordinance, the property owners will then have (30) days in which to remove the structure. If such action has not been taken by the owner after 30 days, staff will seek bids for the removal of the structure.

### **3. BOARD REVIEW/CITIZEN INPUT**

N/A

### **4. RECOMMENDATION**

Staff recommends the City Council (1) open the public hearing, and (2) declare the listed structure as dangerous and order demolition.

### **5. FUNDING SOURCE**

4B funding will be utilized for the demolition costs associated with the structures.

### **6. TIMELINE**

November 20, 2025 – Notice of Violation sent to the property owner via certified mail. Notice provided the property owner 60 days to repair or demolish the structure.

December 19, 2025 – Notice of Public Hearing filed with the Wichita County Clerk's Office and the Wichita Falls City Clerk, and published in the Times Record News.

December 19, 2025 – Notice of Public Hearing sent to the property owner via certified mail and email.

January 20, 2026 – City Council Public Hearing and consideration of an ordinance declaring the structure dangerous.

February 19, 2026 – If the declaration is approved by City Council, deadline for the property owner to demolish the structure or be issued a Restoration Permit.

### **7. ALTERNATIVE OPTIONS**

The City Council can provide additional time for compliance with a restoration permit, if requested by the property owner. Council may give the property owner 30 days (02/19/26) to obtain a restoration permit and an additional 90 days (05/20/26) for substantial completion towards a certificate of occupancy.

If the City Council allows the owner more than 30 days to repair, remove, or demolish the building, the City Council shall establish specific time schedules for the commencement and performance of the work and shall require the owner, lienholder, or mortgagee to secure the property in a reasonable manner from unauthorized entry while the work is being performed, as determined by the hearing official.

If the City Council determines that the structure does not meet the criteria to be considered a nuisance, it may be removed from the list.

## **8. ATTACHMENTS**

- Ordinance
- Structure information

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

**Ordinance finding the structure at 401 Broad Street to be dangerous; requiring the property owner to demolish said structure within thirty (30) days of the date of this ordinance; and declaring an emergency and immediate effective date**

WHEREAS, the Code Compliance Division and the City of Wichita Falls, acting under the provisions of Wichita Falls Code of Ordinances, Article VIII, Sec. 22-601, et seq., the Dangerous Buildings or Hazardous Structures ordinance; Chapter 214 or Sec. 54.012 of the Texas Local Government Code; both local and State law, has served notice to the owners of the property at 401 Broad St., Wichita Falls, Texas, as listed in Section 2 of this ordinance and in the attached "**Structure to be Demolished**" (property hereinafter referred to as 401 Broad St.), that the building or buildings on the premises have been identified as dangerous structures; and,

WHEREAS, the Code Compliance Division and the City of Wichita Falls provided the owners of the property with written notice of the violations identified on the property at 401 Broad St., and the Code Compliance Division informed the property owners that corrections or repairs were needed to the building on the premises; and if the necessary repairs were not made to the building, the City Council could, after a public hearing, issue an order requiring the property owners to take action to repair, remove, or demolish the substandard buildings or structures; and,

WHEREAS, the property owners and all other persons having an interest in the property have been duly served by the Code Compliance Division of the time and date of the Public Hearing for the property owners and all other persons having an interest in the property to appear before the City Council to show cause why such buildings or structures at 401 Broad St., do not constitute dangerous buildings and should not be demolished in accordance with the dangerous state of the property as set forward in the written notice provided by the Code Compliance Division; and,

WHEREAS, said Public Hearing was had and held at the time and place fixed therefore, the day of the approval of this ordinance, in the Council Chambers in the City of Wichita Falls, Texas, and at such Public Hearing, any protests and objections were heard, and said hearing was continued until all desiring to be heard were given full and fair opportunity to be heard; and,

WHEREAS, the City Council of the City of Wichita Falls, having fully considered all of the relevant information, is of the opinion that said hearing should be closed; and,

WHEREAS, the City Council finds that the buildings or structures on the property at 401 Broad St. are so dilapidated, decayed, unsafe, unsanitary, and unable to provide amenities essential to decent living that they are unfit for human habitation, or are likely to cause sickness or disease, or are likely to cause injury to the health, morals, safety or

general welfare of those living therein. The dangerous state of the building constitutes a current emergency to public health and safety; and,

WHEREAS, the City Council finds that the buildings or structures on the property at 401 Broad St. that have light, air, and sanitation facilities have been determined to be inadequate to protect the health, morals, safety or general welfare of human beings who live, may live, or may enter therein. Accordingly, the dangerous state of the building constitutes a current emergency to public health and safety; and,

WHEREAS, the City Council of the City of Wichita Falls further finds that the buildings or structures on the property at 401 Broad St. present serious environmental health concerns, including a significant presence of apparent mold; multiple points of water intrusion; the presence of various types of mosquitoes, including multiple identified as vectors of disease, in various stages of life; and evidence of other animals and pests such as pigeons, flies, American cockroaches, and rodents; and an unsafe rooftop pool. The nature and seriousness of these multiple environmental health concerns confirm that the state of the property constitutes a current emergency to public health and safety; and,

WHEREAS, the City Council further finds that the buildings or structures on the property at 401 Broad St. have also been determined to be in violation of the 2015 International Fire Code, as adopted by the Code of Ordinances, City of Wichita Falls, in such a manner as to constitute a fire hazard in violation of Ch. 22 of the City of Wichita Falls Code of Ordinances, and cannot be repaired; and,

WHEREAS, the City Council of the City of Wichita Falls determines that private property in the City of Wichita Falls is held subject to the valid exercise of the City's police power to regulate dangerous and nuisance structures within the City; and,

WHEREAS, the City Council has a duty to exercise its police power to satisfy its responsibilities to the community and to the general public, to regulate dangerous or nuisance structures on private property in the interest of public health and safety; and,

WHEREAS, the City Council finds that the photographs, testimony, and other evidence presented at the hearing, and in the attached "**Structure to be Demolished**" justify the determination herein that the described building at 401 Broad St. is a dangerous building under local City ordinance and the Texas Local Government Code; and,

WHEREAS, the City Council, in a proper and reasonable exercise of its police power, and pursuant to local ordinance and Texas state law, has determined that the dangerous building at 401 Broad St. is 50 percent or more damaged, decayed, or deteriorated from its original value or structure, and cannot be repaired.

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

1. The aforementioned public hearing regarding the property at 401 Broad St. is

closed, and any protests and objections are overruled.

2. From the evidence presented in the aforementioned public hearing the Code Compliance Division for the City of Wichita Falls, and any appearance by property owners, or other interested party, the City Council, acting as Building Commission, finds that the buildings or structures at 401 Broad Street, Wichita Falls, Texas, and listed in the attached "**Structure to be Demolished**," are dangerous buildings which cannot be repaired as defined in Wichita Falls Code of Ordinances, Article VIII, Sec. 22-601 et seq., the Dangerous Buildings or Hazardous Structures ordinance, or both local and State law.

3. The property owners listed for the buildings or structures at 401 Broad St., and any other person or entity having an interest in said buildings, as shown by the title search by the City of Wichita Falls, are hereby commanded to demolish the buildings or structures on the property at 401 Broad St., and as identified in the attached "**Structure to be Demolished**" within thirty (30) days from the date of this ordinance.

4. If any building or structure on the property at 401 Broad St., Wichita Falls, Texas, as identified in the attached "**Structure to be Demolished**," has not been demolished after the expiration of thirty (30) days from the date of this ordinance, then that building or structure shall be demolished and removed at the expense of the City of Wichita Falls, by the City or the City's contractors (subject to City funding), and the net cost for the demolition or removal of the building or structure shall be charged to the owners of the property and assessed on the land on which the building or structure stood.

5. The buildings or structures at 401 Broad St. pose a danger of collapse and conflagration, harbor pests, spread disease, and are places of assembly for dangerous criminals; therefore, their demolition constitutes an emergency for the immediate preservation of the public business place, property, health, safety and general welfare of the public, as this ordinance shall become effective immediately from and after the date of its passage and accordingly it is so ordained.

PASSED AND APPROVED this the 20<sup>th</sup> day of January, 2026.

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M A Y O R

ATTEST:

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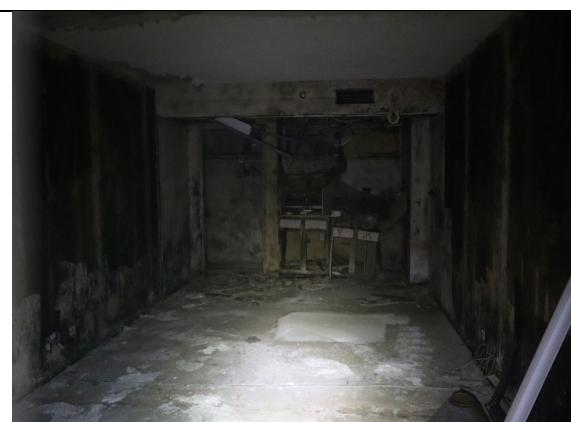
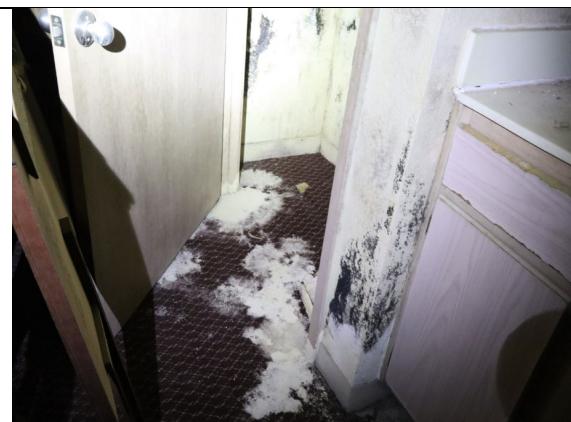
City Clerk

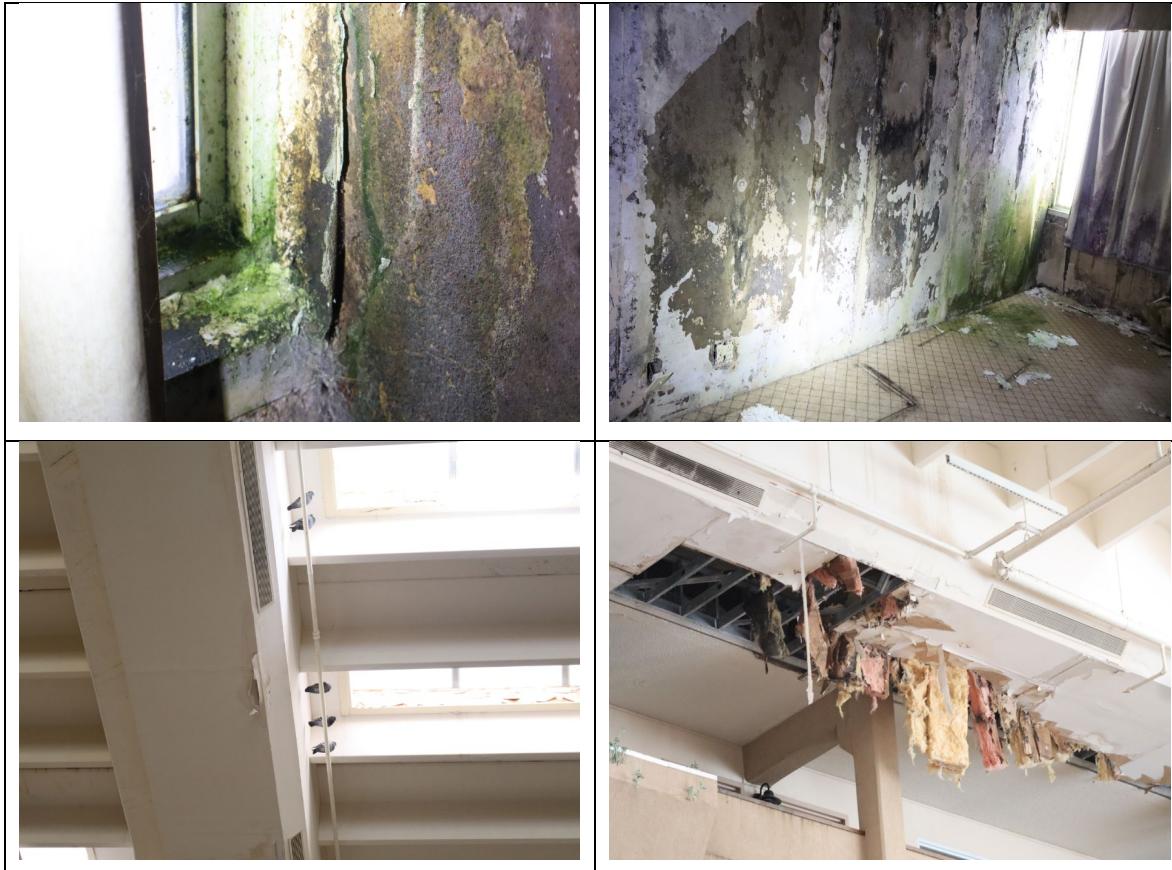
**Structure to be Demolished:**

ADDRESS	OWNER	DATE OF NOTICE
<b>1. 401 Broad St.</b> Commercial Property LOT 1A BLK 240A ORIGINAL TOWN WF AND BUSINESS PERSONAL PROPERTY	Windsor Gardens LLC PO Box 1227 Idyllwild, Ca 92549  Larry Williams PO Box 1227 Idyllwild, Ca 92549  Larry Williams 54405 North Circle Dr. #210 Idyllwild, Ca 92549	Notice of Violation was sent on November 20, 2025  Notice of Public Hearing was sent on December 19, 2025
TAXES OWED	WATER DISCONNECTED	OTHER MISC. INFO.
\$34,186.35 (Due 01/31/2026)	N/A	









**Exterior Walls:** Displays signs of visible deterioration on the façade and exterior rear walls

**Roof:** Deteriorated and damaged members.

**Interior Walls and Ceiling:** Holes in wall and ceiling, deterioration and water damage throughout.

**Floors:** Floor covering damaged, areas of exposure to outside elements.

**Windows and Doors:** Missing windows, which are covered with plywood which may allow individuals and rodents, pests, and other nuisance varmints to enter.

**Sanitary Conditions:** Mold on nearly every surface in the building. The mold varied in color with evidence of decomposition. There were several hard surfaces of the structure that were soft to the touch due to the mold and extreme moisture level in the structure. There was also a heavy presence of a variety of mosquitos, some of which were identified as breeds that can carry disease. There were several plastic trash cans full of stagnant water, which appeared to be harboring mosquito larva. Pigeons were observed entering the building through the broken skylights, and bird droppings were heavily found on the main floor.

**Fire Code:** The 2 – 2 ½ inch connections for the sprinkler system have been removed which does not allow for the system to function correctly. There are combustible materials that are improperly being stored. There are obstructed means of egress. The fire pump controller is in the off position and has not been serviced in ten years. The power to the alarm box is not operational, and has not been serviced annually as required by code. Fire house cabinets are missing hoses.



City of Wichita Falls

## Wichita Falls-Wichita County Public Health District

1700 Third St. | Wichita Falls, TX 76301 | 940-761-7800 | [www.health.wichitafallsbx.gov](http://www.health.wichitafallsbx.gov)

11-24-25

To whom it may concern,

Samantha Blair, Environmental Health Administrator and Registered Sanitarian, accompanied Code Enforcement, Building Inspections, City Marshal, and Fire Marshals in a search of the property located at 401 Broad Street on 11-20-25. Photos and video were captured by the code enforcement officers.

Within the building there were several environmental health concerns. There was an extreme amount of what appeared to be mold on nearly every surface throughout the building. The level of mold inoculation varied from mild splotchy discoloration to visible growth from the walls with heavy color change and evident decomposition. The growths were every color you could imagine: mustard yellow, Kelly green, white grey, black, and blue-green. Several of the walls and other "hard" surfaces were spongey and soft to the touch due to the moisture level and mold. There was a strong moldy/mildewy odor throughout as well even while wearing an N95 mask.

The prevalence of the mold is not surprising due to the large number of leaks throughout the building. Water intrusion is a real problem and we were able to visualize leaks and dripping on every floor including the basement. In what appears to be an attempt to capture some of the water leaks there are many large trashcans placed throughout the building to collect water. Mosquitoes and drain flies were breeding in these containers. There were a large number of mosquitoes present in the building. Samantha Blair performed an informal landing rate count on herself by standing for one minute and counting the number of mosquitoes that landed on the front side of her body. Fifteen mosquitoes were counted in one minute; the normal landing rate count for inside a building is zero. The mosquitoes were most prevalent in the first floor lobby area, although they were a problem throughout. This area has living vegetation and an abundance of pigeons; thereby providing the food sources needed to support adult mosquitoes (mosquitoes normally consume plant nectar but female mosquitoes must take a blood meal to produce eggs). Mosquitoes were seen in all stages of life from eggs and egg rafts, early instar larva, late instar larva, pupa, newly emerged adults and active adults. Adult mosquitoes could even be observed copulating. The adult mosquitoes that were observed close enough to identify were all *Aedes albopictus* which are considered to be disease vectors for the Chikungunya, Zika, and Dengue virus (considered emerging diseases of concern in Wichita Co). They can also vector Eastern Equine Encephalitis (considered endemic in this area though Wichita Co is at the very edge of its range). It's also a known vector of *Dirofilaria immitis* the parasite commonly known as the dog heartworm. While the adult mosquitoes seemed to all be *Ae. albopictus*, there were egg rafts observed in a water filled trashcan on the fourth floor that had egg rafts present. *Aedes* species mosquitoes lay their eggs singly above the water line in containers not on the water surface in egg rafts. Egg rafts are commonly associated with the *Culex quinquefasciatus* mosquito common in Wichita County. This species of mosquito has a noted preference for birds as their blood meal and is the primary vector for West Nile Virus in Wichita County.

The mosquitoes were able to easily complete their lifecycle due in part to the large number of pigeons living in the building. There were multiple broken skylights allowing the birds easy access in and out at their leisure. Two broken egg shells and one intact egg shell were found scattered throughout the search of the building. In several areas small holes in the ceiling had what appeared to be nesting material sticking out of it. Feathers were found throughout the establishment. The feathers were most concentrated in the lobby area where the live pigeons were observed flying around, but there was also an area in the old ballroom where there were a lot of feathers located below a hole in the drop ceiling and flapping wings were heard above the ceiling. Several dead pigeons were observed (one decomposed in a bucket in the lobby area outside the pool enclosure, one decomposed near the kiddie pool steps, one on the north stairwell, and one in a bucket on the fourth floor where there was a strong scent of decomposition; this one was fairly recently drowned as flesh was still visible which is why the smell was so strong). The pigeons have roosted so long in the building that their poop is very prevalent especially in the lobby area/pool area because the roost above there. Pigeon poop can spread Psittacosis also known as "parrot fever" which is an infectious disease caused by the bacterium *Chlamydia psittaci*. The bird odor was noticeable through the N95 mask.

Evidence of other pests were also observed. The bathrooms on the first floor had many dead flies (various species) and American cockroach (commonly referred to as "waterbugs" locally). The bucket that the dead pigeon in the lobby was in had a very small amount of water which had a noticeable biofilm which drain flies like to breed in. Numerous adult drain flies were observed in the bucket. The decomposing drowned dead pigeon on the fourth floor had a lot of dead maggots floating alongside it. Evidence of rodents was also seen in the form of droppings, gnaw marks, and food stockpiling. Most of the observed droppings appeared to be larger than that of a mouse (most likely rats, squirrels, or both). The rodent droppings were most concentrated in areas where bedding was kept, like the laundry room, and in areas where there was food, like the room near the south east corner where a bag of beans was chewed open and the rodents had made piles. Rodents and rodent droppings can spread diseases such as Leptospirosis and Hanta Virus.

The rooftop pool had water in the deep end but the door to get into the pool area was not locked. No emergency summoning device was observed in the immediate area. The ring buoy was in very poor condition and no Sheppard's hook was present. The main drains could not be visualized due to the debris present in the pool despite the water level being only an estimated six to eight inches deep. The indoor pools did not have any water in them at the time of the search. The emergency phone located in the lobby pool enclosure did not have a dial tone.

Sincerely,



Samantha Blair, RS  
Environmental Health Administrator  
Wichita Falls-Wichita County Public Health District



City of Wichita Falls

## Wichita Falls-Wichita County Public Health District

1700 Third St. | Wichita Falls, TX 76301 | 940-761-7800 | [www.health.wichitafallstx.gov](http://www.health.wichitafallstx.gov)

12-29-25

To whom it may concern,

Samantha Blair, Environmental Health Administrator and Registered Sanitarian and Brandi Smith, Assistant Director of Health, accompanied Code Enforcement, Building Inspections, City Marshal, and Fire Marshals in a repeat search of the property located at 401 Broad Street on 12-19-25. Photos and video were captured by the code enforcement officers.

Within the building there were several environmental health concerns. There was an extreme amount of what appeared to be mold on nearly every surface throughout the building. The level of mold inoculation varied from mild splotchy discoloration to visible growth from the walls with heavy color change and evident decomposition. The building was much dryer this visit and so the mold while still present was not flourishing in the same manner as the previous visit on 11-20-25. Most was white gray or black in coloration and when disturbed it would turn to dust.

The prevalence of the mold is not surprising due to the large number of leaks throughout the building. Water intrusion is a real problem and while we were unable to visualize leaks and dripping this visit (there had not been any recent rain events), there was still a large amount of water present in the building in large trash bins that appear to have been set in areas to capture some of the water leaks following a rain event. Mosquitoes were breeding in these containers. This visit I did not personally see any adult mosquitoes, however the temperature and time of year explains their absence. On our previous visit the mosquitoes were most prevalent in the first floor lobby area, although they were a problem throughout. This area has living vegetation and an abundance of pigeons; thereby providing the food sources needed to support adult mosquitoes (mosquitoes normally consume plant nectar but female mosquitoes must take a blood meal to produce eggs). Mosquito larva were present in multiple water containers throughout the building. While most *Aedes* mosquitoes like the *Ae. Albopictus* that were so prevalent on our first visit they generally overwinter in a state of diapause (which means they overwinter as viable eggs waiting for warmer weather to hatch and restart their life cycle) *Culex quinquefasciatus* generally enter a state of temperature induced quiescence (meaning their life cycle slows down significantly, but they may continue to feed, mature, and even continue to reproduce). Given this knowledge it is likely that most of the larva present during this visit were *Culex*. This makes sense when you consider the areas with the most larva present on 12-19-25 were also containers with heavy biomatter present, such as the trash bin with the decomposing bird floating in it (the bird had sunk on the 12-19-25 visit). This trashcan is also where several culex egg rafts were observed on 11-20-25. Mosquitoes are a concern due to their ability to vector disease. *Aedes* species are considered to be disease vectors for the Chikungunya, Zika, and Dengue virus (considered emerging diseases of concern in Wichita Co) and Eastern Equine Encephalitis (considered endemic in this area though Wichita Co is at the very edge of its range). It's also a known vector of *Dirofilaria immitis* the

parasite commonly known as the dog heartworm. The *Culex quinquefasciatus* mosquito is common in Wichita County. This species of mosquito has a noted preference for birds as their blood meal and is the primary vector for West Nile Virus in Wichita County.

The mosquitoes were able to easily complete their lifecycle due in part to the large number of pigeons living in the building. There were multiple broken skylights allowing the birds easy access in and out at their leisure. In several areas small holes in the ceiling had what appeared to be nesting material sticking out of it. Feathers were found throughout the establishment. The feathers were most concentrated in the lobby area where the live pigeons were observed flying around. Several dead pigeons were observed (one decomposed in a bucket in the lobby area outside the pool enclosure, one decomposed near the kiddie pool steps, one on the north stairwell, and one in a bucket on the fourth floor where there was a strong scent of decomposition; this one was fairly recently drowned as flesh was still visible which is why the smell was so strong). The pigeons have roosted so long in the building that their poop is very prevalent especially in the lobby area/pool area because the roost above there. Pigeon poop can spread Psittacosis also known as "parrot fever" which is an infectious disease caused by the bacterium *Chlamydia psittaci*. The bird odor was noticeable through the N95 mask, though not as strong on this visit as the 11-20-25 visit. This is likely due to the different environmental conditions between the two visits.

Evidence of other pests were also observed. The bathrooms on the first floor had many dead flies (various species) and American cockroach (commonly referred to as "waterbugs" locally). The bucket that the dead pigeon in the lobby was in on 11-20-25 had dried out and was no longer a breeding ground for drainflies and mosquitoes (but there were still plenty of other water sources present). The decomposing drowned dead pigeon on the fourth floor had sunk to the bottom of the trash can had a lot of dead maggots floating alongside it. Additionally this is where a large number of very active late stage mosquito larva were observed on 12-19-25. Evidence of rodents was also seen in the form of droppings, gnaw marks, and food stockpiling. Most of the observed droppings appeared to be larger than that of a mouse (most likely rats, squirrels, or both). The rodent droppings were most concentrated in areas where bedding was kept, like the laundry room, and in areas where there was food. On the 11-20-25 visit there was a room near the south east corner where a bag of beans was chewed open and the rodents had made piles; on 12-19-25 the beans were almost all completely consumed and there were numerous rodent droppings. Rodents and rodent droppings can spread diseases such as Leptospirosis and Hanta Virus.

The rooftop pool did not have water in the deep end on this visit but the door to get into the pool area was not locked. No emergency summoning device was observed in the immediate area. The ring buoy was in very poor condition and no Sheppard's hook was present. The main drain covers do not appear to be installed. There are two main drain covers located on the deck, and the main drains in the pool are so full of dead leaves its hard to tell if there are main drain covers installed or not. The indoor pools did not have any water in them at the time of the search. The emergency phone located in the lobby pool enclosure did not have a dial tone.

Sincerely,





#### STRATEGIC PILLAR

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Actively Engage and Inform the Public
- Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

### Agenda Item Number: 11.a

**Agenda Title:** Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$895,000 to the City of Wichita Falls for Phase 1 of the design and renovation of the waterfalls adjacent to I-44 and the Wichita River in Wichita Falls, otherwise known as The Falls.

**Council Action to be Taken:** Consider resolution approving budget amendment

**Department Submitted:** City Manager's office c/o 4B Board

**Staff Contact:** Paul Menzies, Assistant City Manager  
Russell Schreiber, Director of Public Works

### 1. PURPOSE / DESCRIPTION

Approval of the resolution will appropriate up to \$895,000 in 4B funds to (1) provide further structural analysis of The Falls, and (2) based on that analysis, design and engineer the forthcoming project (Ph. 2) to return the almost 40-year-old structure to its former self, improve water clarity, add site and lighting amenities, and improve maintenance access.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

In early 2025, the 4B corporation initiated and funded a study to investigate options to improve the water clarity at The Falls. Garver USA was hired to conduct the study. During the firm's analysis of the existing infrastructure, significant "wear and tear" of the rock façade was evident, including several failures. As such, The Falls was turned off for further analysis, and until a project to renovate the aging facility could be determined, funded, and executed.

Russell Schreiber, Director of Public Works, will provide the City Council and the public a presentation at the meeting describing the current status, the path forward, and the latest timeline.

### **3. BOARD REVIEW/CITIZEN INPUT**

The 4B Board conducted a public hearing on January 8, 2026, regarding the request. No one from the public spoke.

### **4. RECOMMENDATION**

The 4B Board and City staff recommend approval as presented.

### **5. FUNDING SOURCE**

4B funds; as of the Board's January, 2026 meeting, the corporation has approximately \$7.2M in available cash for new projects.

### **6. TIMELINE**

January 8, 2026 – 4B Board conducts public hearing and approves funding request;  
January 20, 2026 –City Council to consider ratifying funding for the project.

### **7. ALTERNATIVE OPTIONS**

N/A

### **8. ATTACHMENTS**

- Resolution

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

**Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$895,000 to the City of Wichita Falls for Phase 1 of the design and renovation of the waterfalls adjacent to I-44 and the Wichita River in Wichita Falls, otherwise known as The Falls**

WHEREAS, Texas Local Gov't. Code § 501.073(a) provides "The corporation's authorizing unit will approve all programs and expenditures of a corporation and annually review any financial statements of the corporation;" and,

WHEREAS, on January 8, 2026, the Wichita Falls Type B Sales Tax Corporation approved the project listed below and as stated in its agenda.

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

1. The Wichita Falls Type B Sales Tax Corporation's approval and funding of the following programs and expenditures, in a total amount not to exceed **\$895,000** as described below and in said corporation's agenda, is approved:

**\$895,000 to the City of Wichita Falls for Phase 1 of the design and renovation of the waterfalls adjacent to I-44 and the Wichita River in Wichita Falls, otherwise known as The Falls.**

2. The current fiscal year budget of the Type B Sales Tax Corporation is amended to provide for the aforementioned expenditures and changes thereto.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



## **City Council Meeting January 20, 2026 Transmittal Letter**

### **STRATEGIC PILLAR**

<input type="checkbox"/> Accelerate Economic Growth
<input checked="" type="checkbox"/> Provide Quality Infrastructure
<input type="checkbox"/> Actively Engage and Inform the Public
<input type="checkbox"/> Optimize Engagement with the City and City Services

**Agenda Item Number:** 11.b

**Agenda Title:** Resolution authorizing the City Manager to execute an amendment to the professional services agreement with Garver LLC for rehabilitation of the Falls, in the amount of \$895,000.

**Council Action to be Taken:** Approval of Resolution

**Department Submitted:** Public Works

**Staff Contact:** Russell Schreiber, P.E., Director of Public Works  
Kalee Robinson, Director of Parks and Recreation

### **1. PURPOSE / DESCRIPTION**

The proposed action would amend the original professional services agreement with Garver LLC for the evaluation of the Falls and add the following list of services for the complete rehabilitation of the Falls:

- Task 1 Project Management
- Task 2 Survey, Geotechnical and Structural Evaluation
- Task 3 Final Design of the improvements
- Task 4 Construction Manager at Risk (CMAR) Procurement
- Task 5 CMAR Collaboration and Work Packaging
- Task 6 Construction Administration

### **2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS**

At the request of the 4B Board to improve the overall appearance and operations of the Falls, City prepared a request for qualifications and ultimately entered into a professional services agreement with Garver LLC to perform an evaluation of the Falls.

Garver completed this work and provided an analysis, detailing the existing conditions of the Falls as well as recommended improvements and cost estimates.

### **3. BOARD REVIEW/CITIZEN INPUT**

The 4B Board on January 8, 2026 approved the City's request for \$895,000 towards this proposed contract. No one from the public spoke at the meeting.

### **4. RECOMMENDATION**

Staff recommends approval of the agreement.

### **5. FUNDING SOURCE**

Funding is to be provided by the 4B Board.

### **6. TIMELINE**

N/A

### **7. ALTERNATIVE OPTIONS**

If not approved, the project would be drastically delayed, and the city would be forced to secure engineering design services elsewhere.

### **8. ATTACHMENTS**

- Resolution

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

**Resolution authorizing the City Manager to execute an amendment to the professional services agreement with Garver LLC for rehabilitation of the Falls, in the amount of \$895,000**

WHEREAS, one of the City of Wichita Falls' Strategic Goals is to Provide Quality Infrastructure; and,

WHEREAS, the City of Wichita Falls desires to rehabilitate the Falls in order to improve the overall operations, aesthetics, and maintenance of the facility; and,

WHEREAS, the City of Wichita Falls secured engineering services of Garver LLC to perform the initial evaluation of the condition of the Falls, and is very familiar with the project; and,

WHEREAS, the City of Wichita Falls now wishes to proceed forward with the design and construction of the rehabilitation project for the Falls.

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

Authorization is granted to the City Manager to execute an amendment to the professional services agreement with Garver LLC, for rehabilitation of the Falls, in the amount of \$895,000.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk



#### STRATEGIC PILLAR

<input checked="" type="checkbox"/> Accelerate Economic Growth
<input checked="" type="checkbox"/> Provide Quality Infrastructure
<input type="checkbox"/> Actively Engage and Inform the Public
<input type="checkbox"/> Optimize Engagement with the City and City Services

## City Council Meeting January 20, 2026 Transmittal Letter

**Agenda Item Number:** 11.c

**Agenda Title:** Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$1,500,000 to the City of Wichita Falls to assist in the planned renovations of the Hamilton Park Tennis Center in Wichita Falls.

**Council Action to be Taken:** Consider resolution approving budget amendment

**Department Submitted:** City Manager's office c/o 4B Board

**Staff Contact:** Paul Menzies, Assistant City Manager  
Blake Jurecek, Assistant City Manager  
Kalee Robinson, Director of Parks and Recreation

### 1. PURPOSE / DESCRIPTION

Approval of the resolution will appropriate up to \$1.5M of 4B funds to support the planned project to improve the City-owned Hamilton Park Tennis Center, including providing indoor courts, additional restrooms, and a modernized pro shop.

### 2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The 4B Corporation has a long history of funding assistance to support recreation and/or sport tourism projects across the City, including (more recently) the Circle Trail, artificial turf at the Softball Complex, and the new aquatic center at the Family YMCA.

City staff and Falls Town Courts, the 3<sup>rd</sup> party company that manages the facility, will have a presentation at the meeting, including renderings of the planned improvements.

The total cost of this project is approximately \$5.5M, with the current funding plan as follows:

- \$2.5M – local foundation;

- \$500,000 – City of Wichita Falls;
- \$1.5M – 4B Corporation (this request);
- \$1.0 – private fundraising

Total: \$5.5M

### **3. BOARD REVIEW/CITIZEN INPUT**

The 4B Board conducted a public hearing on January 8, 2026, regarding the request. Several members of the community spoke in support of the project. No one from the public spoke against. The 4B unanimously approved the request.

### **4. RECOMMENDATION**

The 4B Board and City staff recommend approval as presented.

### **5. FUNDING SOURCE**

4B funds; as of the Board's January 2026 meeting, the corporation has approximately \$7.2M in available cash for new projects.

### **6. TIMELINE**

January 8, 2026 – 4B Board conducts public hearing and approves funding request;  
January 20, 2026 – City Council to consider ratifying funding for the project.

### **7. ALTERNATIVE OPTIONS**

N/A

### **8. ATTACHMENTS**

- Letter of request from Falls Town Courts
- Resolution



December 4, 2025

4B Sales Tax Corporation  
719 Scott Avenue  
Wichita Falls, TX 76301

Dear 4B Board Members,

Falls Town Courts LLC and the Wichita Falls Tennis Association request placement on the January 8, 2026 4B agenda to present **The New Tennis Center at Hamilton Park** for funding consideration.

Tennis activity at Hamilton Park has outgrown the current facility, limiting programming and preventing Wichita Falls from hosting revenue generating tournaments. Without improvements the venue will remain an outdated amenity rather than a superior regional draw. Updated facilities will also address the daily challenges experienced by the hundreds of citizens who use the courts and pro shop each day. This project supports continued growth of tennis in our community and expands our ability to host events. Plans include a new Pro Shop, spectator area, office and storage space, expanded restrooms, an ADA accessible entrance, four fully enclosed courts, two new outdoor courts, a new entry plaza, and a new drive with a designated drop-off area. The total project cost is **\$5,578,000.00**.

We are in discussion with several local foundations and hope to have definitive answers by the January meeting. We respectfully request **\$1,500,000.00** from the 4B Board.

Thank you for your consideration. We look forward to presenting this project to you.  
Falls Town Courts

Micahel Turner 940-867-3144  
Amy Harvey 940-781-3017

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

**Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by amending the budget to include funding in an amount not to exceed \$1,500,000 to the City of Wichita Falls to assist in the planned renovations of the Hamilton Park Tennis Center in Wichita Falls**

WHEREAS, Texas Local Gov't. Code § 501.073(a) provides "The corporation's authorizing unit will approve all programs and expenditures of a corporation and annually review any financial statements of the corporation;" and,

WHEREAS, on January 8, 2026, the Wichita Falls Type B Sales Tax Corporation approved the project listed below and as stated in its agenda.

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

1. The Wichita Falls Type B Sales Tax Corporation's approval and funding of the following programs and expenditures, in a total amount not to exceed **\$1,500,000** as described below and in said corporation's agenda, is approved:

**\$1,500,000 to the City of Wichita Falls to assist in the planned renovations of the Hamilton Park Tennis Center in Wichita Falls.**

2. The current fiscal year budget of the Type B Sales Tax Corporation is amended to provide for the aforementioned expenditures and changes thereto.

PASSED AND APPROVED this the 20th day of January, 2026.

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M A Y O R

ATTEST:

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City Clerk