



City of Wichita Falls City Council Agenda

Notice is hereby given that on March 17, 2026, the City Council of the City of Wichita Falls will hold a regular meeting at 8:30 a.m. at the MPEC, 1000 Fifth Street, Hayley Eye Clinic Seminar Room, for the purpose of considering the following items:

1. Call to Order

2. Invocation

- a) Minister Ken Holsberry, Tenth & Broad Church of Christ

3. Pledge of Allegiance

4. Presentations

- a) Proclamation - English Pharmacy Day
b) Proclamation - Wichita Falls Ballet Theatre Dance Academy Day
c) Proclamation - American Red Cross Month, American Red Cross Serving Texas Big Country

5. Citizen Comments

Citizens may speak on matters not listed on the agenda by signing up before the meeting. Remarks are limited to three minutes, and no deliberation or action may be taken by the Council.

CONSENT AGENDA

6. Approval of Meeting Minutes

- a) March 3, 2026, City Council Meeting Minutes

7. Receive Minutes

- a) 4B Sales Tax Corporation (WF4BSTC) September 4, 2025
b) 4B Sales Tax Corporation (WF4BSTC) October 2, 2025
c) Wichita Falls Metropolitan Planning Organization Technical Advisory Committee October 9, 2025
d) Wichita Falls Metropolitan Planning Organization Transportation Policy Committee October 22, 2025
e) Central Wichita Falls Neighborhood Revitalization Committee January 6, 2026
f) Lake Wichita Revitalization Committee February 10, 2026
g) 4B Sales Tax Corporation (WF4BSTC) February 12, 2026

8. Ordinances

- a) Ordinance authorizing the development of the City's first Comprehensive Safety Action plan for the total cost of \$300,000 funded by the USDOT Safe Streets and Roads for All (SS4A) Planning Funds in the amount of \$240,000 and local match funds of \$60,000 through the Transportation Planning Division/WFMPO

9. Resolutions

- a) Resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch Corporation for the Plant 61 Filter Rehabilitation Improvements, in the amount of \$528,000
- b) Resolution Directing Publication of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation for Public Safety and Park Projects
- c) Resolution authorizing a contract with Core Displays Group LLC to purchase and install a new 9MM Superior Resolution, 13'(tall) X 26'(long), Full Color, Double Sided, Outdoor Digital Billboard sign on I-44 through the TIPS Co-op Purchasing Program in the amount of \$249,454 to be paid through venue tax
- d) Resolution authorizing the purchase and installation of eight (8) metal bleacher shelters at the North Sports Complex, located at 1702 Sheppard Access Road, from PlayCore Wisconsin, Inc., DBA GameTime through an approved cooperative purchasing program in the amount of \$248,454.80
- e) Resolution authorizing the City of Wichita Falls's continued membership in the Atmos Cities Steering Committee; and authorizing the payment of four cents per capita to the Atmos Cities Steering Committee to fund regulatory and legal proceedings and activities related to Atmos Energy Corporation
- f) 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 \$202,904 to the City of Wichita Falls to support the Art Walk event downtown

REGULAR AGENDA

10. Public Hearing

Public Hearing

- a) Public Hearing Amending the Speed Limit in the City View ISD School Zone Along City View Drive (25 MPH to 20 MPH)

11. Ordinances

- a) Ordinance authorizing an amendment to the Police FY 2026 Budget and authorization to contract with 21CP Solutions LLC for Consulting Services in an amount not to exceed \$273,913

- b) Ordinance amending the Fiscal Year 2026 Budget and authorizing agreement between the City of Wichita Falls and Potencia Projects LLC to manage and operate ArtWalk
- c) Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by approving funding to the City of Wichita Falls in support of the forthcoming issuance of certificates of obligation by the City, for a term not to exceed twenty (20) years and an annual amount not to exceed \$1,400,000, to assist with several planned capital improvement projects including, but not limited to, renovation of the former Kirby Middle School into the new Police Department Headquarters, The Falls renovation, and the Lake Wichita Section of the Circle Trail

12. Resolutions

- a) Resolution accepting the annual financial audit for the fiscal year ended September 30, 2025

13. Other Council Matters

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

14. Executive Sessions

- a) Executive Session in accordance with Texas Government Code §551.071, consultation with attorney on matters involving pending or contemplated litigation or other matters 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.
- b) Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate the offer of a financial or other incentive to a business prospect that the City Council seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the City and/or economic development corporations created by the City are conducting economic development negotiations (including, but not limited to, the circle trail, PD HQ, and The Falls)

15. Adjourn

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.

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 webpage <http://www.wichitafallstx.gov/994/Council-Meetings-and-Agendas>

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at the Wichita Falls Public Library, Wichita Falls, Texas on the ____ day of _____, _____ at _____ o'clock p.m.

City Clerk



City of Wichita Falls City Council Meeting Minutes March 3, 2026

1. Call to Order

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

Present: Mayor Tim Short
Councilor At-Large Austin Cobb
Councilor District Whitney Flack
Councilor District Robert Brooks
Councilor District Jeff Browning
Mayor Pro Tem/Councilor District Mike Battaglino
Councilor District Tom Taylor

Mayor Short called the meeting to order at 8:31 a.m.

2. Invocation

Pastor Craig Lile, Faith Baptist Church, gave the invocation.

3. Pledge of Allegiance

Mayor Short led the Pledge of Allegiance.

4. Presentations

a) Employee of the Month - Michael Graddy, Fire Department

Mayor Short recognized Michael Graddy as Employee of the Month for March 2026 and shared a brief video. He congratulated Mr. Graddy and presented him with a plaque, letter of appreciation, dinner for two, and a check, and thanked him for his service.

b) Proclamation - Women's History Month, Wichita Falls Alliance for Arts and Culture
Mayor Short read a proclamation proclaiming March 2026 as Women's History Month in Wichita Falls, TX.

c) Proclamation - March for Meals Month, Meals on Wheels Wichita County

Mayor Short read a proclamation proclaiming March 2026 as March for Meals Month in Wichita Falls, TX.

Mayor Short moved to item 10 c.

10.c Council Meeting Streaming Update

Blake Jurecek, Assistant City Manager, provided an update regarding recent technical issues with the City Council meeting livestream. He explained the troubleshooting efforts conducted with City staff, IT personnel, outside consultant Jason Mayfield, and the City's streaming vendor, Swagit. The City identified issues related to internet bandwidth and a secondary upload process that began approximately one hour into the meeting, which caused the livestream to glitch while recordings remained intact. Mr. Jurecek stated that corrective steps have been taken, including upgrading internet service, adjusting recording procedures, and implementing additional monitoring and redundancy measures to improve the reliability of future livestreams.

Mayor Short returned to item 5.

5. Citizen Comments

Sandra Gross addressed the Council and thanked the City of Wichita Falls, including Mayor Tim Short, Councilor Michael Battaglini, Retired Chief Manuel Borrego, and Parks and Recreation Director Kalee Robinson, for their support of the 2026 Unity in the Community events. She highlighted the Rhythm of Texoma Showcase, the Black History Gospel Celebration, and the 2026 MLK Multicultural Parade, and proposed future plans beginning in 2027 to expand the celebration with additional events and to rename the parade the Black History Parade.

Mike Mitchell addressed the Council and shared several positive updates occurring in the community. He highlighted the success of the Red River Regional Science and Engineering Fair and noted that a Christ Academy student will represent Wichita Falls at the International Science Fair in Phoenix. He also mentioned the upcoming Rotary Duck Race scheduled for May 30 at Castaway Cove, gave recent announcements from Scouting America supporting military families, and invited the public to attend the City Revitalization Committee meeting. Mr. Mitchell also noted that the City's tree abatement program is expected to reopen soon.

Shannon Jackson, owner of S. Jackson Transportation Services and a member of the East Project Networking Committee, addressed the Council regarding volunteer efforts to restore and maintain East Lawn Cemetery. He noted the cemetery, which has served generations of Black families in Wichita Falls since 1956 and includes more than 200 veterans' graves, has experienced years of neglect. Mr. Jackson clarified that the City of Wichita Falls does not have jurisdiction over or responsibility for the cemetery. He explained that the East Project Networking Committee organizes volunteer workdays on the third Saturday of each month to mow, trim, and maintain the cemetery grounds, and encouraged community members to participate.

Reverend Ricky McGee addressed the Council and expressed appreciation to the Mayor, City Council, and City staff for their work in the community. He announced that Community Relations Day will be held on April 4 at 12:00 p.m. at the MLK Center, and encourage city leaders, Fire Department, Police Department, and all city staff to participate. He stated the event will include opportunities for community engagement, including a "Walk the Block" initiative to encourage dialogue between residents and public safety personnel, along with food and fellowship to promote unity in the community.

Natalie Hill addressed the Council about a personal experience with the Wichita Falls Police Department related to an incident on August 23, 2025, involving her son, who she said was experiencing a mental health episode after being off his medication. She described the police response at her home, her arrest, and conditions during her time at the Law Enforcement Center. She also stated that she was later given a restraining order that prevented her from returning to her home for three months and required her to handle her household responsibilities from another location.

Crystal Washington addressed the Council regarding ongoing concerns related to the Victoria Lang case, stating that members of the community are still waiting for answers and accountability. She referenced comments made during a prior meeting and expressed concern about what she described as tone policing by some Council members, which she said discouraged some residents from attending or speaking at the meeting. Ms. Washington emphasized that the community's efforts are not anti-police, stating that residents support law enforcement but want officers to exercise better judgment, accountability, and discernment when responding to situations. She encouraged continued cooperation between City leadership, the police department, and the community, noting that everyone must work together to address concerns and move forward.

David Coleman addressed the Council and encouraged residents to get out and vote and stay involved in the community. He highlighted the Hotter'N Hell Hundred cycling event, noting that it is one of Wichita Falls' signature events and brings the community together while showcasing the city's hospitality to visitors from across the country. He stated that USA Today is currently conducting a poll for the best road bike event in the country and encouraged residents to vote for Hotter'N Hell through a link on the event's Facebook page. Mr. Coleman also mentioned that organizers, including Chip Filer, are working to make this year's event even better and to increase community participation, and he thanked the City for its continued support of the event.

Consent Agenda Items 6-9

Moved by Councilor Cobb to approve 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, Councilor Cobb, Councilor Flack, Councilor Brooks, Councilor Browning, Mayor Pro Tem/Councilor District Battaglino, Councilor Taylor
NAYS: None
ABSTAIN: None

6. Approval of Meeting Minutes

- a) City Council Meeting February 17, 2026

7. Receive Minutes

- a) Employee Benefits Trust Board September 24, 2025
- b) Wichita Falls 4B Sales Tax Corporation November 6, 2025
- c) Landmark Commission November 18, 2025
- d) Tax Increment Financing Board #3 December 16, 2025
- e) Landmark Commission December 16, 2025
- f) Wichita Falls 4B Sales Tax Corporation January 8, 2026
- g) Lake Wichita Revitalization Committee January 13, 2026
- h) Tax Increment Financing District #3 January 15, 2026

8. Ordinances

- a) Ordinance abandoning and vacating a storm water detention facility located at 3014 Seymour Road.

9. Resolutions

- a) Resolution authorizing the City Manager to execute a professional services agreement with Joseph A. Ross, Architect Inc. for architectural and engineering services, for the Hamilton Park Tennis Center renovation project.

Regular Agenda

10. Staff Reports

- a) City Manager's Update - Art Walk and Employee Appreciation Week

Jeffrey Jenkins, City Manager, welcomed the members of Leadership Wichita Falls to the meeting. He then provided updates regarding efforts to continue the Art Walk, noting that staff are working with potential contractors and that funding will be discussed at the 4B Board meeting, with the item expected to return to the City Council on March 17 for consideration of an agreement so the event can resume in April. Mr. Jenkins also recognized Employee Appreciation Week, thanking police officers, firefighters, and City employees for their service to the community. He introduced Connor Brown, Employee Relations Coordinator, and highlighted activities planned throughout the week to recognize City staff, including Spirit Week events and Chick-fil-A being served to employees at various work locations across City departments.

b) Annual Castaway Cove Update

Kalee Robinson, Director of Parks and Recreation, introduced Jimmy Holmes and Steve Vaughn with the management company for Castaway Cove, who presented the annual update for the 2025 season and discussed a proposed dynamic pricing model for online ticket sales beginning in 2026. Holmes reported that the park experienced record revenues of nearly \$2 million, a 13% increase in revenue, and approximately \$417,000 in operating profit, with attendance increasing nearly 9% compared to 2024. The increase was largely attributed to the addition of the Riptide Racer attraction and other park enhancements. Holmes also outlined planned operational improvements and maintenance projects for 2026 and explained that the proposed dynamic pricing model would offer lower prices on slower days and adjust prices based on demand for online ticket purchases. Staff also noted that revenues generated by the park are retained for future park improvements and attractions rather than being deposited into the City's general fund. Council thanked the presenters for the update.

11. Other Council Matters

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

Councilor Cobb congratulated Fireman Graddy for being named Employee of the Month and recognized Mike Mitchell for receiving the Silver Beaver Award from the Scouts of America, noting it is the highest honor the council can bestow on a volunteer. He also reminded residents that it was the final day to vote in the primary election.

Councilor Brooks thanked those in attendance and encouraged the community to continue working together toward fairness, justice, and progress.

Councilor Flack reminded everyone to vote today.

Councilor Browning also encouraged residents vote.

Councilor Taylor welcomed the Leadership Wichita Falls class in attendance and shared that he first became involved in the community through the program. He emphasized the importance of transparency in City Council meetings and the value of citizen participation during public comment. He also recognized Sandra Gross, Mike Mitchell, and Shannon Jackson for their service to the community and expressed appreciation for ongoing efforts to maintain East Lawn Cemetery with dignity and respect.

Councilor Battaglino highlighted several upcoming community events, including the rescheduling of the Eddie Hill RC Park renaming ceremony due to weather, the Conoco Dog Park ribbon cutting and Lucky Leprechaun Dog Parade, Community Champions Day, and a neighborhood cleanup planned on Andrea Drive. He also recognized the Leadership Wichita Falls Class of 2026, acknowledged the upcoming retirement of Connie Ali following more than 40 years of service to the nation, and noted upcoming community events including Guns and Hoses and the St. Patrick's Day Downtown Festival.

Mayor Short expressed appreciation for City employees and their continued service to the community. He recognized Sandra Gross for her work on the ES project and noted that additional announcements may be forthcoming. He also encouraged volunteers to assist with the upcoming East Lawn Cemetery workday on March 21 and reminded residents of the April 4 event at the MLK Center. The Mayor welcomed the Leadership Wichita Falls class and noted they would be visiting Work Services later that afternoon as part of their program.

12. 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, City Art Walk and Bell Street)

- b) Executive Session in accordance with Texas Government Code §551.071, consultation with attorney on matters involving pending or contemplated litigation or other matters 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, consultation with City Attorney).

City Council adjourned into Executive Session at 9:40 a.m. in accordance with Texas Government Code sections 551.087 and 551.071.

Mayor Short reconvened the meeting in open session at 10:30 a.m and announced that no votes or further action were taken, and reminded everyone that topics discussed during executive sessions are confidential and may not be discussed by anyone present.

13. Adjourn

Mayor Short adjourned the meeting at 10:31 a.m.

PASSED AND APPROVED this _____ day _____.

Tim Short, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

MINUTES OF THE
WICHITA FALLS 4B SALES TAX CORPORATION (WF4BSTC)

SEPTEMBER 4, 2025

PRESENT:

| | | |
|--|---|-------------------------|
| Glenn Barham, President | § | WF4BSTC Members |
| Michael Grassi, Vice-President | § | |
| Nick Schreiber, Secretary-Treasurer | § | |
| Stephen Santellana | § | |
| Craig Reynolds | § | |
| Darrell Coleman | § | |
| Steve Garner | § | |
| Austin Cobb, Councilor at Large | § | Mayor & City Councilors |
| Tom Taylor, Councilor, District 5 | § | |
| Jeff Jenkins, City Manager | § | City Staff |
| James McKechnie, Deputy City Manager | | |
| Paul Menzies, Assistant City Manager | § | |
| Kinley Hegglund, City Attorney | § | |
| Stephen Calvert, CFO & Finance Director | § | |
| Monica Aguon, Deputy City Attorney | § | |
| Karen Montgomery-Gagné, Principle Planner | § | |
| Chris Horgen, PIO | § | |
| Paige Lessor, Executive Legal Assistant | § | |
| Ron Kitchens, CEO | § | Chamber of Commerce |

1. Call to Order.

Mr. Glenn Barham called the meeting to order at 3:00 p.m., noting that a quorum was present.

2. Report of Financial Condition.

Mr. Paul Menzies presented the financial summary, stating that sales-tax revenues had increased roughly one percent compared with the prior year's first nine months, which was encouraging. He added that interest income was also running ahead of projections, though that trend was unlikely to continue over the next year. Mr. Menzies reported that the City Council had approved a \$3.5 million loan to the 4A Corporation for the Sikes Center Mall acquisition project and the downtown development project, which the 4B Board had approved the previous month. After accounting for these items, approximately \$4.4 million remained available for new projects. With no questions, the Board moved to the consent agenda.

3. Consent Agenda:

- a) **Approval of Minutes of August 7, 2025, and August 14, 2025.**
- b) **Approval of Downtown Improvement Grant projects at 800/804 Indiana, 908 Indiana, 804 Lamar, 809 Ohio, 624 Indiana, 816 Indiana, 617 7th St/701 Indiana, 814 Indiana, 719 Scott, and 903 Austin.**

Mr. Menzies highlighted an informational item concerning downtown improvement grants, particularly a project at 903 Austin Avenue led by Carol Castro. Although technically outside the established Downtown Improvement District, the site borders the district and is adjacent to vacant or parking-lot properties. Because the project met all program criteria and the bylaws allow case-by-case consideration of adjacent parcels, Mr. Menzies had administratively approved it so work could proceed without delay.

Board members then briefly reviewed how the district boundaries are determined. Mr. Menzies confirmed that the 4B Board sets them and last decided two to three years ago to maintain the existing limits. Mr. Craig Reynolds raised concern about setting a precedent for properties outside the area, while Mr. Steven Santellana recalled the Board's earlier consensus to evaluate nearby projects individually rather than formally expand the boundary. Mr. Barham concluded the discussion by clarifying that approval of the consent agenda would include the 903 Austin project.

Mr. Steve Garner made a motion to approve the consent agenda as presented. Seconded by Mr. Darrell Coleman, with no further discussion, the motion carried 7-0.

4. Consideration of the Corporation's Fiscal Year 2026 Budget.

Paul Menzies Proposed Budget Figures

During consideration of the Fiscal Year 2026 Budget, Mr. Menzies explained that the proposed budget figures were displayed in the far-right column of the financial report, allowing for easy comparison with current-year numbers.

He noted that sales tax revenues were projected to remain steady at approximately \$5.1–\$5.2 million, consistent with a conservative forecasting approach. Interest income was budgeted slightly lower due to both reduced fund balances from recent project commitments and anticipated Federal Reserve rate cuts.

Mr. Menzies also reminded the Board that TIF 2 would conclude at the end of the current year, with a final reimbursement payment to the 4B Corporation. The parking garage sale completed in the prior year would roll off the report, and several debt service payments were approaching completion, including final payments on Castaway Cove, the Maplewood Avenue Extension Project (Kemp to Lawrence), and the Champions Course Golf Course Renovation Project.

Moving into program funding, Mr. Menzies stated that the Downtown Improvement Grant Program would continue at \$250,000 for FY2026, with a maximum annual award of \$12,500 per project. Other standard operational allocations—such as Convention and Visitors Bureau (CVB) incentive funding, professional fees and advertising, Directors and Officers insurance, and administrative charges to the City for legal and financial services—were reviewed, with no significant changes proposed.

Mr. Menzies then provided updates on open projects:

1. 713 Indiana Avenue Redevelopment Project – A \$250,000, three-phase project originally proposed by Will Kelty for demolition and redevelopment of property adjacent to the Hoover Rogers Law Firm. The final phase, tied to establishing a sales-tax-generating business, remains pending.

2. Bicycle Lanes Project – No funds have been expended this year due to staffing transitions, but they are expected to be used soon.

3. District 5 Park Improvements (Sunset Terrace Park Expansion) – A legacy allocation dating back over a decade intended to acquire adjoining lots near Sunset Terrace Park. Menzies explained that while the intent was to purchase nearby parcels if they became available, the current funding of roughly \$26,000 would be insufficient. Following discussion among Mr. Garner, Mr. Santellana, Councilor Tom Taylor, and others, the Board agreed there was no reason to keep the funds encumbered and directed that they be rolled back into the unallocated fund balance.

Next, Menzies reviewed several ongoing or multi-year initiatives:

4. Sheppard Air Force Base Consultant Contract (D.C. Consultant) – Entering its third and final year of a three-year commitment by the board.

5. Sports Complex Improvements Project – Originally funded at \$197,000 for fencing and restroom upgrades at the softball fields on the north side; construction and restroom expansion at the north field are underway.

6. Circle Trail Extension (Lucy Park to Camp Fire Section) – The Corporation's 20% local match for construction; the project is currently under construction, with completion expected in spring 2026.

7. Sheppard AFB BASH Program (Bird/Aircraft Strike Hazard Mitigation) – A three-year partnership commitment; the base has not yet invoiced the Corporation for the current year, but funding for the third year will be budgeted in FY2026.

8. MSU's Military Education Center – Ongoing funding remains in place.

9. YMCA Aquatic Center Project – A multi-year commitment paid in three installments (Calendar Years 2024, 2025, and 2026), with the final payment to be budgeted for next year; construction of the new facility is well underway.

10. Sheppard Strobe Light Runway Repair Project – The City's \$1 million commitment was split between 4A and 4B (\$500,000 each). The project has gone to bid, with the lowest bid near \$1.88 million after one bidder was disqualified. City staff, including Karen Gagné, explained that the project is moving forward, and the north-end portion will be funded from existing allocations.

11. The Falls Study (Waterfall Evaluation Project) – Conducted by Garver Engineering, scheduled for completion in October 2025. The Falls will be temporarily shut off for inspection the week following the meeting, with results expected at the November 2025 meeting.

12. Sikes Center Mall Acquisition and City National Building Renovations – Both ongoing economic development projects previously approved by the Corporation and Council.

Mr. Menzies also noted that several older projects had formally closed, including the *Restoring the Past* façade improvements and the *Chelsea Plaza (804 Lamar)* project, both of which expired and were rolled back into fund balance.

In closing, Mr. Menzies reported that the Corporation would begin FY2026 with approximately \$7.5 million in unencumbered funds. The Board agreed to incorporate the discussed changes and will formally approve the FY2026 Budget after Ron Kitchens presents his related funding request.

Ron Kitchens Presentation

Mr. Ron Kitchens opened his remarks by distributing an updated copy of his funding request, noting that the totals had decreased slightly due to a correction. He outlined three main components of the request: (1) continuation of the Washington, D.C. consultant supporting Sheppard Air Force Base, which is in the third year of a previously approved three-year commitment but requires annual briefings under policy; (2) continuation of retail-recruitment strategy work, including consultant services shared 50/50 between the 4A and 4B corporations for redevelopment of the Sikes Center Mall and community-wide retail attraction; and (3) funding for military-support programs under the Sheppard Engagement Initiative, specifically the AIT (Airmen in Training) Tours newcomer-orientation bus program and the “Home Away From Home” host-family program.

- ***Sheppard Air Force Base Initiatives***

Mr. Kitchens described how the AIT Tours now operate nearly every Tuesday of the year (about 46 weeks), typically carrying 150 airmen per week on five to seven community loops that include historical narration and photo stops at local landmarks such as The Falls. Attendance varies depending on weekly arrivals from San Antonio, but participation has been strong and highly appreciated by the base, which views Wichita Falls as the only community in the nation offering such a program.

He then explained the companion Home Away From Home program, which pairs local families with airmen seeking community connections. Contrary to expectations that it would serve mostly first-assignment personnel, most participants have been on their second or third assignments and are seeking local support. Mr. Kitchens emphasized the program’s rigorous screening and home-inspection process, including background checks and in-person visits by staff to ensure compliance with Air Force standards regarding safety, firearms, and household conditions. Out of current applicants, four matches are complete and eight more are pending, with projections of 35–40 successful matches within a year. He noted that nearly all applicants so far have been women, which is an unexpected demographic shift. Mr. Kitchens concluded that both programs have been carefully and deliberately developed to ensure credibility and safety, that they are fostering meaningful community connections for airmen, and that he is requesting continued 4B funding to sustain their growth and success.

- ***Downtown / “Urban Core” Redevelopment***

Mr. Kitchens continued by explaining that Forward Wichita Falls had officially assumed the sales and development functions previously handled by the Downtown Development Authority, clarifying that his team is not responsible for event programming such as parades, art walks, or marketing promotions. Instead, their focus is on strategic business development—assembling business cohorts, recruiting tenants, and creating a sustainable downtown investment plan. Mr. Kitchens stated that the first priority is to redefine the boundaries of the “urban core,” which he believes were drawn incorrectly, as many properties most suitable for redevelopment fall outside the current limits. For planning

purposes, he proposed that the downtown study area extend from MPEC to the Warehouse District near P2, encompassing the hospital area and stretching to the railroad tracks. His team plans to conduct a comprehensive inventory of all commercial buildings within that expanded area—evaluating which are vacant, which are functional, and which are beyond feasible repair—to understand the true scope of opportunities and challenges.

Mr. Kitchens emphasized the need for a proactive retail recruitment strategy, moving away from the old approach of “waiting for the phone to ring.” His staff has already met with 35–40 restaurant owners, about half from out of town, to actively market available spaces and incentives. He also highlighted the potential to leverage \$1.5 billion in anticipated hospital investments by recruiting complementary retail and service uses nearby. The next step, he explained, is to identify buildings with significant improvement costs or structural issues that render them economically unviable. Some properties, such as the historic brick structure once purchased by the Downtown Development Authority near the brewery, would require renovation costs exceeding six times their potential rental return. Kitchens suggested exploring creative redevelopment options—such as retaining façades and constructing new interiors, or targeted demolitions—to ensure public dollars are invested prudently.

He further proposed developing a plan to address “problem properties” and blighted buildings downtown, particularly along the corridor between his office and the nearby hotel, where private redevelopment is unlikely without public intervention. By establishing accurate cost estimates for acquisition and demolition, his team could later return to the Board with actionable proposals. Mr. Kitchens also underscored the importance of working closely with City Code Enforcement, noting that while some business owners have unfairly labeled city inspectors as anti-business, his experience has shown the opposite—that City staff are competent but underfunded and overextended. Forward Wichita Falls, he said, intends to publicly support enforcement efforts, defending the City when property owners resist compliance, and helping hold owners accountable for neglect that diminishes downtown’s value and appearance.

Mr. Kitchens explained that the ultimate goal is to collect reliable data that can be used to advocate for additional City Council funding to address core downtown infrastructure and redevelopment needs. He shared that the Economic Development Corporation (4A) has already committed additional funds to support this work. His team is also coordinating with mall tenants—eight to ten retailers—who are interested in relocating downtown, though many spaces will require extensive upgrades and fire code coordination. Kitchens closed this portion of his remarks by emphasizing that revitalizing downtown requires manpower, strategic planning, and patience—not just funding. His team is committed to assembling local retailers, guiding code collaboration, and supporting both property owners and City staff to create a cleaner, more business-ready urban core. He apologized for an earlier clerical error in his written request but noted that the correction lowered the total funding amount being requested.

Mr. Santellana inquired whether this request would go toward funding another position. Mr. Kitchens confirmed that part of his funding request would be used to establish a new full-time position dedicated to downtown development. He explained that the role would not be a traditional “economic developer,” but rather someone with a commercial construction or architectural background—a practical, hands-on professional who understands how to evaluate buildings, identify redevelopment needs, and work with business owners to make projects feasible. This staff member would help perform structural assessments, coordinate with engineers, and provide data-driven recommendations on

redevelopment opportunities, ensuring that future funding proposals to the Board are backed by solid analysis. The position's budget would also include some overhead and consulting costs for technical studies and engineering work needed to support those recommendations.

When asked by Mr. Garner whether the request was intended as a one-time or recurring expense, Mr. Kitchens replied that all Forward Wichita Falls projects are budgeted annually. He said the new position would initially focus on completing an inventory and feasibility review over the coming year, after which the need for continued funding would be reassessed. If the initiative proved successful, future efforts could shift toward implementing redevelopment—acquiring, demolishing, and repurposing properties for productive use.

- ***Discussion Concerning Sheppard AFB Consulting Firm***

Mr. Reynolds then raised questions regarding the Cornerstone contract, the consulting firm representing the interests of Sheppard Air Force Base in Washington, D.C. Noting this was the third year of the partnership, he asked whether it would be beneficial to add a second consultant. Mr. Kitchens responded that in his prior experience in Corpus Christi, having multiple consultants could be highly effective, mainly when one focused on military and port interests while others specialized in House versus Senate relationships. However, he emphasized that Wichita Falls first needed to refine its expectations and “become better consumers” before adding another firm. He and Mr. Barham currently meet with the lobbyists twice a month to evaluate progress, and both agree that Sheppard's mission must be actively protected amid national defense shifts favoring unmanned systems and reduced pilot training time. Mr. Kitchens warned that the base's training footprint could be reduced by as much as 60–70%, reinforcing the need for stronger advocacy and pursuit of new missions.

Mr. Kitchens added that the Forward Wichita Falls team, now including Kirk Peterson, a retired deputy commander from SAFB, was already increasing engagement with key military and federal contacts. He suggested future advocacy might also target education and transportation funding opportunities—such as resources for Midwestern State University or regional infrastructure—once priorities are clearly defined.

To clarify financial limits, Mr. Barham explained that as a 501(c)(3) organization, Forward Wichita Falls can spend no more than 20% of its operational budget on consulting expenses (roughly \$150,000 total, capped at \$30,000 annually for Cornerstone). In contrast, the Chamber of Commerce, structured as a 501(c)(6), can allocate unlimited consulting funds as long as they qualify as ordinary business expenses, since the City's payments to the Chamber are not treated as charitable donations. Mr. Kitchens confirmed that consultant payments are processed through the Chamber's business account, ensuring compliance with IRS rules.

Budget discussion followed, clarifying that while the lobbyist's contract (\$175,000) was already included in the FY2026 budget, the proposed additions for retail strategy (\$78,000), military support (\$36,000), and downtown development (\$200,000) would be added line items. In response to Darrell Coleman's questions about the AIT bus tours program, Mr. Kitchens said the City currently provides the buses, so no direct expense has been incurred yet. However, because the program has exhausted its allotted bus hours under the federally funded Falls Ride system, they plan to transition to City-owned trolleys operated under different (non-federal) regulations. The Home Away From Home component includes roughly \$8,000 for background checks and security screening.

- ***Continued Discussion regarding Downtown Redevelopment***

Mr. Coleman commended the idea of expanding the downtown “urban core” footprint and raised concerns about visible blight, specifically noting numerous vacant pole sign structures along Broad Street. He remarked that the metal from those signs could easily be recycled and suggested they detract from the area’s appearance. Mr. Kitchens explained that property owners intentionally leave the empty signs standing because, under current regulations, removing them would forfeit their grandfathered status, meaning they could not replace them later without going through the permitting process and risk being denied. He suggested the City could offer an incentive to remove them by grandfathering the right to replace a sign in the same location, formalized by filing a deed notation, thereby addressing blight without penalizing property owners.

Continuing the blight discussion, Mr. Kitchens said his team intends to document and inventory such issues as part of the downtown redevelopment study, including other problem sites like the grain elevators and the former General Mills building. He revealed they are working closely with a demolition company on plans to remove the grain silos and elevator structures at no public cost, with the private owner funding cleanup and redevelopment. Mr. Barham confirmed that Kitchens was referring to both the old General Mills and Attebury grain elevator properties, while Mr. Santellana asked whether Attebury was still in operation. Mr. Kitchens clarified that Attebury had gone out of business, sold the property, and ceased operations nearly two years ago. He added that the new owner intends to demolish the silos—possibly as soon as January 1st—to resolve environmental remediation concerns and later redevelop the site, potentially utilizing its rail access as an asset. Zoning decisions for any new use would ultimately rest with the City Council, though no commitments have been made.

- ***Sikes Senter Mall Update***

Mr. Kitchens provided an update on the Sikes Senter Mall acquisition, explaining that the remaining issues with TILT, one of the parties involved in the transaction, had been resolved. The final purchase documents were in TILT’s possession, with both sides’ attorneys reviewing the agreements. Kitchens stated that the buyer was expected to be in full compliance by September 15, 2025, marking the “go-hard” date for the deal, and the closing was anticipated between October 1 and October 15, 2025. He noted that his office was currently overwhelmed with transaction details but expressed optimism that this experience would serve as a valuable learning process for managing future public-private partnerships. Paul Menzies and Karen Gagné were assisting closely with the project, and all other components of the deal were progressing as previously briefed.

Following the update, Mr. Grassi asked for clarification on the \$200,000 Downtown Development funding request, inquiring about the prior funding source. Mr. Kitchens explained that previously, no one had been performing this specific redevelopment work. The former Downtown Wichita Falls Development organization received \$150,000 in funding from the 4A Corporation, which covered salaries and overhead for farmers’ market operations and general organizational expenses, but not economic development or property recruitment efforts. When Forward Wichita Falls assumed responsibility, they expected to receive inventories of buildings and available properties, but discovered “the cupboards were bare”—no data or documentation existed. Consequently, the requested 4B funds would specifically support building an actionable redevelopment plan. Kitchens confirmed that the 4A Corporation continues to provide \$150,000 annually to Forward Wichita to fund small-

business support efforts and related overhead, which complements but does not duplicate the new 4B request.

Mr. Santellana asked how often Forward Wichita Falls would provide progress reports. Kitchens replied that his team already briefs the 4A Economic Development Corporation monthly and would gladly provide 4B updates on the same schedule or as often as desired. Santellana suggested periodic rather than monthly updates, and Kitchens agreed, assuring the Board that they would receive regular status reports on both downtown redevelopment and military support programs.

The discussion then shifted to defining and approving the boundaries of the downtown “urban core”. Mr. Barham asked whether the Board or City Council would ultimately establish those limits. City Attorney Kinley Hegglund clarified that the Board would set the proposed boundaries, subject to Council review and approval. Mr. Grassi questioned how the proposed expansion might overlap with the Central Business District boundaries approved several years earlier. Mr. Menzies explained that the two areas would generally overlap but not entirely coincide, emphasizing that the 4B Downtown Improvement Grant boundaries are set independently by the Board and could remain unchanged even as broader planning boundaries expand. Mr. Kitchens added that his team would likely return later with a formal recommendation for new boundaries and incentive guidelines once sufficient data and investment analysis are compiled.

Mr. Menzies further suggested that before making recommendations, it would be valuable to gather community input and align this work with a revived Downtown Steering Committee, which the City Council is expected to form later in the year. That committee could also evaluate related items such as the unused downtown TIF district funds, which still have roughly ten years remaining before expiration. Mr. Menzies offered to prepare a future presentation with possible options for expanded boundaries or funding frameworks after more research and stakeholder engagement.

With no further questions on the budget presentation or Ron Kitchens’s requests, Mr. Barham concluded the discussion, and the Board prepared to recess into executive session.

5. Executive Session.

Mr. Barham adjourned the meeting into executive session at **3:59 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **4:41 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

6. Approval of the Corporation’s Fiscal Year 2026 Budget.

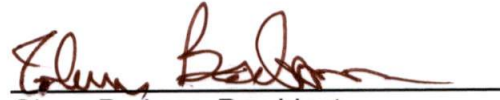
Mr. Barham made a motion to approve the WF4BSTC’s FY 2026 Budget with the following amendments:

- The District 5 Park Improvement Funding will be transferred from encumbered funds to available funds.
- Funding for the Sheppard AFB – DC Consultant will be increased by \$5,000, making the total funding amount \$75,000.
- Include the funds requested from the Chamber:
 - \$36,000 for Sheppard AFB initiatives
 - \$200,000 for Downtown Development

0. Seconded by Mr. Coleman, and no further comments or questions, the motion carried 7-

11. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 4:42 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation

MINUTES OF THE
WICHITA FALLS 4B SALES TAX CORPORATION (WF4BSTC)

OCTOBER 2, 2025

PRESENT:

| | | |
|---|---|-------------------------|
| Glenn Barham, President | § | WF4BSTC Members |
| Michael Grassi, Vice-President | § | |
| Nick Schreiber, Secretary-Treasurer | § | |
| Stephen Santellana | § | |
| Craig Reynolds | § | |
| Darrell Coleman | § | |
| Steve Garner | § | |
| Tim Short, Mayor | § | Mayor & City Councilors |
| Tom Taylor, Councilor, District 5 | § | |
| Paul Menzies, Assistant City Manager | § | City Staff |
| Kinley Hegglund, City Attorney | § | |
| Stephen Calvert, CFO & Finance Director | § | |
| Monica Aguon, Deputy City Attorney | § | |
| Fabian Medellin, Planning Manager | § | |
| Chris Horgen, PIO | § | |
| Paige Lessor, Executive Legal Assistant | § | |
| Dusty Potter, President | § | Downtown Development |
| Laura Mayfield, VP | § | |
| Rodney Case, Treasurer | § | |
| Ismael Duran | § | Potencia Projects |
| David Coleman, Chairman | § | Hotter'n'Hell Hundred |

1. Call to Order.

Mr. Glenn Barham called the meeting to order at 3:00 p.m., noting that a quorum was present.

2. Report of Financial Condition.

Mr. Paul Menzies reported that sales tax revenues have remained strong, up one to two percent from the previous year, placing the Corporation ahead of budget expectations. Approximately \$5 million remains available for new projects. The FY2026 budget, approved by the Board in September, has also been approved by City Council.

3. Consent Agenda:

a) Approval of Minutes of September 4, 2025.

The minutes were not yet available for review. The Board agreed to defer approval until the next meeting.

4. Public hearing regarding a funding request from Downtown Wichita Falls Development to support downtown events.

Mr. Barham opened the public hearing at 3:03 p.m.

Representatives from Downtown Wichita Falls Development (Board Chair Dusty Potter, Vice Chair Laura Mayfield, and Treasurer Rodney Case) presented a request for \$75,000 in financial support to sustain key downtown events and operations, including the After Hours Artwalk, City Lights Festival and Parade, and management of the Downtown Farmers Market. Mr. Potter explained that the nonprofit had historically received funding support from the 4A Economic Development Corporation, which previously covered 50% of salaries and operating costs. With the loss of that funding, the organization is now entirely volunteer-run and facing a significant budget shortfall.

DWFD reported annual operating costs of approximately \$224,000 against event revenue of roughly \$148,500, creating a \$75,000 gap. While the organization's major festivals, such as the St. Patrick's Day Festival and Cajun Fest, are self-sustaining, the Artwalk, Farmers Market, and City Lights events operate at a loss despite generating substantial economic value and community benefit. Mr. Potter highlighted significant community and economic impact generated by these events, noting approximately \$1.2 million in economic benefit from the Artwalk, \$980,000 from the Farmers Market, and \$196,250 from City Lights, totaling nearly \$2.4 million. The monthly Artwalk brings approximately 6,000 to 9,000 attendees per month, while the Farmers Market brought approximately 16,000 visitors through August of this year.

Mr. Potter stated that without the WF4BSTC's support, the organization will likely be forced to cease these events within 9–12 months, with the Farmers Market and other initiatives ending in early 2026. Mr. Case emphasized that denying support would likely result in the Farmers Market operation reverting to the City and discontinuing the other events due to lack of resources and staffing. The group requested the WF4BSTC's investment to allow these downtown programs to continue serving the community and local businesses.

During the question-and-answer portion of the public hearing, board members and city officials asked DWFD for clarification on its financials, operations, and future plans. Mr. Darrell Coleman asked for a detailed breakdown of DWFD's reported \$224,000 annual expenses. Mr. Case confirmed that an itemized spreadsheet showing costs by event and intended use of funds had been provided. However, some board members noted they did not receive all the supplemental materials. Mr. Potter elaborated that significant events such as Cajun Fest and St. Patrick's Day are profitable. In contrast, community-focused events like the Farmers Market, Artwalk, and City Lights operate at a loss. He explained that past reporting errors had overstated the City's revenue share from the Farmers Market, since prior staff had failed to include the market manager's salary as an expense.

Mr. Craig Reynolds inquired about the composition of the DWFD board. Mr. Potter listed a diverse group of local business owners, professionals, and community members, noting that none of the presenters personally owned downtown businesses and that their involvement stemmed from civic commitment. Board members commended the group's diversity and volunteerism. Discussion then turned to the profitability of DWFD's events. Mr. Potter and Mr. Case again confirmed that Cajun Fest and St. Patrick's Day remain self-sustaining through ticket sales and sponsorships. Still, those revenues are

insufficient to subsidize the unprofitable events. Mr. Case emphasized that DWFD already generates about two-thirds of its funding internally and needs the remaining third to close the operational gap left by the loss of 4A funding.

Responding to questions from Mr. Barham, Mr. Potter and Mr. Case explained that DWFD has applied for grants from foundations such as Cannedy and Bridwell, which have supported them in the past. However, results are pending, and future eligibility may change given the organization's shift away from direct economic development. When asked about DWFD's mission, Vice Chair Laura Mayfield explained that its current focus is maintaining a vibrant downtown and improving quality of life through community events and business support, rather than recruiting new businesses or redeveloping property as in prior years.

Mr. Nick Schreiber requested specific cost estimates to maintain the Farmers Market and Artwalk, and Mr. Potter responded that the Farmers Market loses about \$2,000 monthly (approximately \$24,000 annually). At the same time, each Artwalk results in a \$1,500 loss, mainly due to City charges for trolley use, barricades, and trash services. The City receives about \$20,000 annually in Farmers Market fees, which DWFD said has not been reinvested in facility improvements. Officials discussed whether the City could assume management of the Farmers Market in the future, and several expressed openness to that possibility. Mr. Potter noted that the model is not sustainable long-term despite heavy volunteer involvement.

Mr. Stephen Santellana asked about DWFD's efforts to secure more sponsorships or grants. Mr. Potter said they prefer a one-year funding request to allow for progress tracking before seeking future assistance, rather than a multi-year commitment. He and Mr. Case reiterated that the \$75,000 request would sustain operations for the next year while DWFD works to strengthen partnerships and reduce expenses. Discussion also covered seasonal operations of the Farmers Market and vendor diversity, with Potter highlighting that it runs year-round on Saturdays and offers meats, eggs, baked goods, and artisan products even during the winter months.

Questions arose about vendor fees, with Mr. Potter explaining that the City sets booth rental rates under an existing five-year agreement, limiting DWFD's flexibility to adjust pricing. Regarding the Artwalk, he confirmed that vendors in the Farmers Market area pay small booth fees while those along the streets participate for free, a policy the organization hesitates to change due to potential community backlash.

As the discussion concluded, it was confirmed that the request is a one-time funding proposal for the current fiscal year, though DWFD hopes future asks will decrease as sponsorships and efficiencies improve. Mr. Potter added that while the volunteer workload has been demanding, the experience has strengthened operations and increased organizational efficiency.

After no further questions or comments, Mr. Barham closed the public hearing at 3:27 p.m.

5. Public hearing regarding a funding request from Potencia Projects to support the Loco for Cinco event downtown.

Mr. Barham opened the public hearing at 3:28 p.m.

Mr. Ismael Duran presented on behalf of Potencia Projects seeking \$9,000—about 50% of the event’s operating need—to support Loco for Cinco, a spring downtown festival designed to platform Hispanic culture while remaining broadly inclusive and small-business friendly.

Mr. Duran traced the event’s origins to Potencia’s 2015 arrival on Travis Street and early volunteer work with Downtown Development (VIP for St. Patrick’s Day, Cajun Fest), noting they launched Potencia Projects after seeing that prior festivals didn’t fully reflect Wichita Falls’ diversity. Loco for Cinco complements their fall Los Muertos event and focuses on three aims: culture (authentic programming, live mural painting), community (welcoming, family-accessible format), and economic impact (foot traffic for local vendors).

Key milestones included: 2019 debut in Travis Park with free admission (partnering with the Mexican American Veterans Association); 2021 addition of a boxing invitational with Rival Boxing; 2022 launch of a mural program (two muralists paid \$1,000 plus \$200 supplies; artists set up free) and the start of \$5 admission to sustain growth; 2023 sanctioning of the boxing event to create a regional draw (plus higher-profile music acts and River Square dancers), though heavy rain disrupted that year; and 2024 relocation to Bridwell on a week’s notice—thanks to CVB, Fire, and City support—averting another weather setback and setting up 2025 gains.

In 2025, they expanded reach via free entry for veterans, military, first responders, and spouses (through sponsorship), and a car show with cash prizes to attract out-of-town participants. Reported impacts: approx. \$1.1M economic impact in 2022 (approx. 4,300 attendees), \$66,000 in 2023 (rain-impacted), and a 38% jump to nearly \$1.5M in 2025 with approx. 6,000 attendees; attendee demographics generally mirror citywide demographics, and regional pull is attributed to sanctioned boxing, cash-prize car show, CVB promotion, and the Bridwell venue. Despite growth, Potencia’s own marketing spend has been minimal (approx. \$200, mostly organic); the \$9,000 request will help cover a lean budget that lists operations (approx. \$30k for staging, security, insurance, décor, sanitation, signage, etc.), entertainment (approx. \$13k, largely underwritten in-kind by Ultra Productions), boxing costs (belts, sanctioning, doctors, referees, hotels), and modest volunteer support (meeting meals).

Mr. Duran emphasized volunteer strain (days running 7 a.m. to ~3 a.m.) and the need for heavy equipment and storage solutions as the footprint now spans roughly a city block along Travis and 8th (including Mr. White’s lot). Overall, Potencia framed the ask as a targeted boost to sustain momentum, improve safety and infrastructure, and continue delivering an inclusive cultural and economic driver for downtown.

Board members appreciated the detailed proposal and the evident passion behind the Loco for Cinco festival. Mr. Barham clarified that the \$9,000 funding request pertained to a single event—the Loco for Cinco festival—and not multiple events. Mr. Schreiber inquired about the map slide showing the regional reach of attendees, confirming that the influx of visitors came for a one-day event. Mr. Duran elaborated that the sanctioned boxing competition is a major draw, attracting fighters from across the region who travel to Wichita Falls to earn qualifying points in official matches, which helps expand the festival’s geographic impact.

Mr. Coleman asked about Potencia Projects' nonprofit status and finances, and Mr. Duran confirmed it is a registered 501(c)(3) organization. Mr. Coleman further asked whether the event turned a profit. Mr. Duran shared that the most recent festival generated approximately \$30,000 in profit, noting that this was the first year they did not have to draw from personal funds to cover expenses. He explained that roughly half of that profit—about \$15,000—had already been reinvested or donated, as the organization continues building seed funding toward long-term self-sufficiency. Hosting the event costs around \$60,000 annually. While they have succeeded in keeping entertainment costs low through in-kind work from Ultra Productions and volunteers, they aspire to one day afford higher-level acts.

As the discussion closed, Mr. Duran acknowledged the board's openness to hearing their request and said that simply raising awareness about the organization and its mission was a valuable step. Board members praised the event's community impact and enthusiasm.

After no further questions or comments, Mr. Barham closed the public hearing at 3:44 p.m.

6. Public hearing regarding a funding request from Hotter'n Hell Hundred to support the purchase and installation of lights at the WeeChiTah Bike Motocross Track at 404 Burkburnett Road in Wichita Falls.

Mr. Barham opened the public hearing at 3:45 p.m.

Mr. David Coleman, chairman of Hotter'n Hell and representative of its two nonprofit entities—the Wichita Falls Bicycling Club and Streams & Valleys—introduced the project. Mr. Coleman began by thanking the board for its previous support in funding the start arch used at both the annual Hotter'n Hell Hundred and the THOR gravel ride, sharing photos of the arch in use and expressing appreciation for the WF4BSTC's investment in projects that enhance local cycling events.

Mr. Coleman then turned to the BMX lighting project, explaining that the track is a volunteer-run facility near Berand's Landing, mainly serving youth riders ranging from toddlers on balance bikes to teenagers. He highlighted the track's community value, noting that it offers children a safe, structured environment to exercise, compete, and build confidence, with races culminating in awards and trophies. The facility sustains itself through entry fees and small retail sales. Still, a significant limitation is the lack of lighting, preventing evening races after daylight savings time begins in November. Without lights, racing halts for several months, reducing participation and economic activity tied to the events.

To solve this, Hotter'n Hell has already purchased lighting poles and fixtures and secured a local electrical contractor—a parent of one of the racers—who volunteered to install the lights, run conduit, and mount switches. The total project cost is approximately \$24,400, including materials and labor. Mr. Coleman requested \$12,200 in funding assistance to cover half the total expense. He emphasized that lighting the track would allow for nighttime races, especially beneficial during hot summer months and throughout the winter season, when limited daylight currently prevents weekday events.

Night races would also enhance the track's ability to host pre-race events and national competitions, which bring significant out-of-town participation and tourism. Mr.

Coleman estimated that about half the 500 annual youth participants come from outside Wichita Falls, contributing to local restaurants and lodging.

Board members responded favorably and asked follow-up questions about project details. Mr. Barham confirmed that the total cost included all purchased materials. Mr. Reynolds and Mayor Short inquired whether other BMX tracks in the region have lighting; Mr. Coleman was unaware of any, suggesting Wichita Falls could be a “trendsetter” for evening racing. The board discussed the potential for increased overnight stays and spectator activity. Mr. Darrell Coleman asked whether Hotter’n Hell might shift all races to the evening to beat the summer heat—an idea David Coleman said was likely once lighting is installed. Currently, races occur twice weekly (Wednesday and Saturday), with Saturday being the only viable race day during the winter months due to daylight limits.

Further discussion covered anticipated electric costs, which Mr. Coleman acknowledged would increase, though he believed higher participation and entry fees would offset the added expense. The group also discussed backup power options, including connecting a Hotter’n Hell generator as a potential contingency. Mr. Schreiber confirmed that local subcontractors were consulted, with the chosen electrician offering discounted labor “as a labor of love” because his son races at the track.

After no further questions or comments, Mr. Barham closed the public hearing at 3:56 p.m.

7. Executive Session.

Mr. Barham adjourned the meeting into executive session at **3:56 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **4:47 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

8. Consideration of a funding request from Downtown Wichita Falls Development to support downtown events.

Mr. Santellana made a motion to table item number 8 until WF4BSTC’s next meeting in November. Seconded by Mr. Grassi, and after no public comment or further discussion, the motion carried 7-0.

9. Consideration of a funding request from Potencia Projects to support the Loco for Cinco event downtown.

Mr. Garner made a motion to approve funding to support Potencia Projects’ Loco for Cinco event in an amount not to exceed \$9,000. Seconded by Mr. Reynolds, and after no public comment or further discussion, the motion carried 6-1, with Mr. Schreiber voting no.

10. Consideration of a funding request from Hotter’n Hell Hundred to support the purchase and installation of lights at the WeeChiTah Bike Motocross Track at 404 Burkburnett Road in Wichita Falls.

Mr. Santellana made a motion to approve funding for the purchase and installation of lights at the WeeChiTah Bike Motocross Track in an amount not to exceed \$12,200. Seconded by Mr. Garner, and after no public comment or further discussion, the motion carried 7-0.

11. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 4:50 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee

Minutes

Thursday, October 9, 2025

Voting Members Present:

Lin Barnett, Wichita Falls MPO, MPO Director, TAC Chairperson

Callan Coltharp, TxDOT, Area Engineer

Karen Montgomery-Gagne, City of Wichita Falls, Planning Administrator

Shaun Barnes, TxDOT, TP&D Director

Tyson Traw, City of Wichita Falls, Deputy Director of Public Works

Zach Husen, TxDOT Director of Construction

MPO Staff:

Jaimie Williams, Wichita Falls MPO, Senior Transportation Planner

Absent:

Colby Shelton, TxDOT, Director of Maintenance

Doug Wooster, City of Wichita Falls, Traffic Superintendent

Visitors:

None

I. Welcome & Introduction

Mr. Barnett, TAC chairperson, called the meeting to order at 9:33 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

Mr. Barnett asked for any public comments on agenda and non-agenda items. There were none.

III. Review and Approval of the July 10, 2025 Technical Advisory Committee's (TAC) Meeting Minutes

Mr. Barnett asked for any comments or corrections to the July 10, 2025 TAC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Coltharp made the motion to approve. Mrs. Gagne seconded the motion. The motion passed unanimously.

IV. Review and Comment Regarding the July 23, 2025 Transportation Policy Committee's (TPC's) Meeting Minutes – No Action Required

Mr. Barnett asked for comments on the July 23, 2025 TPC meeting minutes. Receiving none, the committee moved on to the next agenda item.

V. Review, Revise, and Recommend to the Policy Board the Approval and Adoption of the 2026 Prioritized Project List (PPL) (See Attachment)

Mrs. Williams presented the FY 2026 Prioritized Project List (PPL) to the committee. She briefly discussed the updates to the PPL and stated WFMPO staff held the PPL vetting meeting on September 25th and completed all of the TAC committee recommended changes, revisions, and updates to the list. Mrs. Williams asked for any comments or questions regarding the FY 2026 PPL. Receiving none, she asked for a motion to forward the PPL to the Policy Board for their review and adoption. Mr. Barnes made the motion to approve. Mr. Coltharp seconded the motion, which passed unanimously.

VI. Information Update on the Safe Streets and Roads for All (SS4A) Planning Grant Application for Use in Developing the City's First Comprehensive Safety Action Plan

Mr. Barnett informed the committee that on June 17th, the City of Wichita Falls, through WFMPO, submitted an application for \$300,000 in SS4A Planning Grant funds. The grant would support the development of the City's first Comprehensive Safety Action Plan (SAP). Once completed and approved by the USDOT, the CSAP will make the City eligible to apply for SS4A Implementation Grant funds. He stated this funding is intended to support projects that enhance safety for all road users, including the construction of bicycle and pedestrian infrastructure. The SS4A grant is an 80/20 cost-share, with USDOT contributing \$240,000 in federal funding and the City providing a \$60,000 local match. Mr. Barnett stated as of this writing, we are still waiting on notification from USDOT as to whether or not we will receive our Planning Grant Funds and we are still hoping we have a decision by mid-November. Based on the program's 99% success rate, staff is optimistic about securing the funding. If awarded, the completed CSAP will position the City to compete for a portion of the nearly \$2 billion available in future SS4A Implementation Grant rounds. Mr. Barnett asked for any comments or questions regarding the SS4A grant application update. Receiving none, the committee moved on to the next agenda item.

VII. Information Update on the Socioeconomic & Demographic Data Forecast Update in 2026

Mr. Barnett stated MPO staff will soon begin the process of working with a qualified consulting firm to complete the 2026 Socioeconomic & Demographic Data Forecast update. He stated MPO staff will issue a Request for Proposals (RFQ) on October 17th inviting qualifying companies to send their best proposals for completing the forecast update. Mr. Barnett asked for any comments or questions regarding the SDDF update. Receiving none, the committee moved on to the next agenda item.

VIII. Other Business:

a. Discussion & Overview of Progress on Local Transportation Projects – City and TxDOT staff (Quarterly Review)

City: Mr. Traw reported on the 2024 Asphalt Street Rehabilitation project from Fairway to FM369. Completion of the S. Wenonah Extension to Gregory, Production Blvd. Extension to Fisher Road, and the Circle Trail from Campfire to Lucy Park. Future Letting projects include S. Wenonah Extension to Maplewood Ave,

TxDOT: Mr. Coltharp reported three current projects that included SS 447 from Homes Ave to US 82, mill and overlay; BU 277A from IH44 to US 82, Mill novachip, and the Hike & Bike Trail from Campfire Property to Lucy Park.

b. **MPO Quarterly Financial Report (3rd Quarter – April, May, June)**

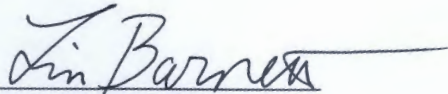
Mrs. Williams reported on the 3rd quarter expenses for the MPO. She stated that the MPO had spent 87.16% of its total allocation for FY 2025. Mrs. Williams asked for any comments or questions on the third quarter financial report. She received none.

c. **Other Items**

No other items to report.

IX. Meeting Adjournment

The meeting adjourned at 10:25 a.m.



Irvan F. "Lin" Barnett Jr.
MPO Transportation Planning Director
Wichita Falls MPO

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Transportation Policy Committee

Minutes

Wednesday, October 22, 2025

Voting Members Present:

Tim Short, Chairperson, Wichita Falls Mayor
Austin Cobb, Wichita Falls City Councilor
David Rohmer, TxDOT, District Engineer
Dennis Wilde, Executive Director, North Texas Regional Planning Commission
Jeff Watts, City of Pleasant Valley, Representative/Wichita County Commissioner
Judge Jim Johnson, County Judge, Wichita County
Russell Schreiber, Wichita Falls Public Works Director
Whitney Flack, Wichita Falls City Councilor

MPO Staff:

Jaimie Williams, WFMPO, Senior Transportation Planner
Lin Barnett, WFMPO, Transportation Planning Director

Absent:

Cory Glassburn, Mayor, Lakeside City

Visitors:

Callan Coltharp, TxDOT

I. Welcome & Introduction

Mayor Short, the TPC chairperson, called the meeting to order at 8:30 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

Mayor Short asked for any public comments on agenda and non-agenda items. Receiving none, the committee moved on to the next agenda item.

III. Review and Approval of the July 23, 2025 Transportation Policy Committee's (TPC) Meeting Minutes

Mayor Short asked for any comments or corrections to the July 23, 2025 TPC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Judge Johnson made the motion to approve. Mr. Cobb seconded the motion, which passed unanimously.

IV. Review and Approval of the August 26, 2025 Transportation Policy Committee's (TPC) Special Called Meeting Minutes

Mayor Short asked for any comments or corrections to the August 26, 2025 TPC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Cobb made the motion to approve. Mr. Schreiber seconded the motion, which passed unanimously.

V. Review and Comment Regarding the October 9, 2025 Technical Advisory Committee (TAC) Meeting Minutes - No Action Required

Mayor Short asked for any comments or corrections to the October 9, 2025 TAC meeting minutes. Receiving none, the committee moved on to the next agenda item.

VI. Review, Revise, and Adopt the 20256-2026 Prioritized Project List (PPL) for Use by WFMPO Staff for Transportation Planning Purposes in Calendar Year 2026

Mr. Barnett presented the FY 2026 Prioritized Project List (PPL) to the Policy Board. He briefly discussed the updates to the PPL and stated WFMPO staff held the PPL vetting workshop meeting on September 25th. Mr. Barnett stated MPO Staff incorporated all of the edits and revisions that were discussed at the TAC PPL workshop and presented the Policy Board with the final list for their review and approval. Mayor Short asked for any comments or questions regarding the FY 2026 PPL. Receiving none, he asked for a motion to adopt the PPL for use in Calendar Year 2026. Mr. Cobb made the motion to approve. Mr. Johnson seconded the motion, which passed unanimously.

VII. TxDOT Transportation Planning & Programming (TP&P) Request to Amend the FY 2025-2050 Metropolitan Transportation Plan (MTP) Project List by Updating TxDOT Project Number CSJ 5000-00-203: NEVI Install Five Direct Current Fast Charge Ports

Mr. Barnett informed the committee that on October 8th, WFMPO staff received a request from TxDOT's Transportation Planning and Programming Division in Austin to amend project number CSJ 5000-00-203. He stated this project is located in TxDOT's category 10NEVI and is sponsored by Tesla, Inc. and will be located at 1526 Old Iowa Park Road, near the QuikTrip convenience store. He stated this project will install 5 Direct Current Fast Charge Ports along the Electric Alternative Fuel Corridor (IH-44) and will include 5 years of Operation and Maintenance. Mr. Barnett stated this project was originally added to the MTP and TIP on January 9th 2025 and approved by the WFMPO Policy Board. Originally, this project was programmed for FY 2025. Now, however, TP&P has asked WFMPO to move the project into FY 2026 and to adjust the federal and state funding accordingly. The new federal cost will be \$438,224 and the state cost will be \$109,556. Total project cost will be \$547,780. This is an increase of \$133,984 over the original total project cost. Mayor Short asked for any comments or questions about the amendment. After Mr. Barnett answered questions, Mayor Short then asked the Policy Board to approve the MTP Project List amendment. Mr. Johnson made the motion to approve. Mr. Wilde seconded the motion, which passed unanimously.

VIII. TxDOT Transportation Planning & Programming (TP&P) Request to Amend the FY 2025-2028 Transportation Improvement Program (TIP) Project List by Updating TxDOT Project Number CSJ 5000-00-203: NEVI Install Five Direct Current Fast Charge Ports.

Mr. Barnett stated the TIP amendment works in conjunction with the MTP Project List amendment discussed in Item VII above. He stated all information about this project number CSJ 5000-00-203 remains the same as in the MTP amendment. Mayor Short then asked for the Policy Board to approve this amendment to the 2025-2028 TIP. Mr. Cobb made the motion to approve. Mr. Wilde seconded the motion, which passed unanimously.

IX. Other Business:

a. Discussion & Overview of Progress on Local Transportation Projects – City and TxDOT staff (Quarterly Review)

City: Mr. Schreiber reported completed projects including the 2024 Concrete Street Rehabilitation Project, Production Blvd. Extension to Fisher Road, and the 2025 Seal Coat Project at various locations. Current construction projects include S. Wenonah Extension, 2025 Asphalt Street Rehabilitation Project, and the Circle Trail from

Campfire to Lucy Park. Pending Funding projects include S. Wenonah Extension to Maplewood Ave, Circle Trail at Larry's Marine Center to Barnett Road, and Midwestern Parkway Extension.

TxDOT: No Report Received.

b. MPO Quarterly Financial Report (3rd Quarter – April, May, June)

Mr. Barnett reported on the 3rd quarter expenses for the MPO. He stated that the MPO had spent 87.16% of its total allocation for FY 2025. Mr. Barnett asked for any comments or questions on the third quarter financial report. He received none.

c. Update Concerning the Safe Streets and Roads for All (SS4A) Planning Grant Application for Use in Developing the City's First Comprehensive Safety Action Plan

Mr. Barnett informed the committee that USDOT is expected to announce the awards for the FY 2025 Safe Streets and Roads for All Planning Grants in Late 2025 or early 2026.

d. Update Concerning the Socioeconomic & Demographic Data Forecast Update in 2026

Mr. Barnett informed the committee that WFMPO staff is seeking a qualified consultant to update and expand socioeconomic and demographic data for the Wichita Falls Metropolitan Area. He stated Mrs. Williams completed the Request for Proposal, which was posted on the City Website on October 17th. Mr. Barnett stated all proposals will be due November 31st, and a contract will be awarded December 17th.

e. Other Items

No other items to report

X. Meeting Adjournment

The meeting adjourned at 9:18 a.m.



Honorable Tim Short
Mayor Wichita Falls

MINUTES

Central Wichita Falls Neighborhood Revitalization Committee

January 6, 2026

PRESENT:

| | |
|----------------|--------------|
| Ann Arnold | ◆ Member |
| Wendy Browder | ◆ Vice Chair |
| Jose Garcia | ◆ Member |
| Jacob Harrell | ◆ Member |
| Selena Hurtado | ◆ Member |

| | |
|---|--------------|
| Fabian Medellin, Development Services Director | ◆ City Staff |
| Christal Cates, Neighborhood Revitalization Coordinator | ◆ City Staff |

ABSENT:

| | |
|---------------|-------------|
| Robert Brooks | ◆ Councilor |
| Whitney Flack | ◆ Councilor |
| Mike Mitchell | ◆ Chairman |

I. CALL TO ORDER

Vice-Chairwoman, Mrs. Wendy Browder, called the meeting to order at 1:31p.m.

II. PUBLIC COMMENTS

Vice-Chair Browder asked if any members of the public wished to speak. There were no members of the public present.

III. ADOPTION OF THE MINUTES

Vice-Chair Browder briefly reviewed the minutes, Ms. Ann Arnold made a motion to approve the minutes as presented from October 7th, 2025. Mr. Jose Garcia seconded. No members of the public were present. Vice-Chair Browder called for a vote regarding the minutes. The motion passed unanimously, 5-0.

IV. REGULAR AGENDA

1. Discussion of Future Art in Bridwell Park

Staff discussed the Wichita Falls Traction Company Historical Marker that was being relocated to Bridwell Park would also come with a bench. Staff believed this would be an opportunity to partner with Wichita Falls Alliance for Arts and Culture to potentially bring more art to Bridwell Park. Ms. Ann Arnold, Executive Director for WFAAC stated they have a relationship with the arts teacher at Zundy Elementary and believed this would be an opportunity to involve the youth of our community. Ms. Arnold stated she would have something put together for the next meeting for discussion.

2. Discussion of Future Rehab Grants

Staff advised no grants had been found in researching for grants to help the community but hoped that some would open up with the new year.

V. STAFF PRESENTATIONS – Updates

1. Neighborhood Empowerment Zone (NEZ) Program Updates

Staff presented the Committee with approved NEZ applications from 2025 and the status of those projects and gave more individual details on each one.

- 7 Applications Received (6 Complete, 1 Pending Plans)
- Total of \$11,810.95 Waived for NEZ Projects
- 0 Tax Abatements (3 Projects Eligible)
- Approved Projects:
 - 1 Duplex Rehab (1603 Kemp Blvd.)
 - 2 New Homes (1103 & 1105 Monroe Street)
 - 1 Office Space (1601 Kemp Blvd.)
 - 1 Veteran Housing (1908 6th Street, Base Camp Lindsey)

2. Bridwell Park Updates

Staff displayed photos of the renovated baseball fields at Bridwell Park showing new dug-outs, benches, and renovated field and pitcher’s mound.

VI. ADJOURN

The next regularly scheduled meeting was set for Tuesday, February 3rd at 1:30pm at the Travel Center Conference Room.

Vice-Chair Browder adjourned the meeting at 2:10 p.m.



Michael Mitchell, Chairman



Date



Fabian Medellin, AICP, Development Services Director



Date

MINUTES
LAKE WICHITA REVITALIZATION COMMITTEE

February 10, 2026

PRESENT:

Josh Whittiker, Chair ■ Members
Steve Garner, Vice Chair
David Coleman, Secretary
Austin Cobb (City Council Liaison)
Sharon Roach
Matt Marrs
Mike Battaglino
Jack Roe
John Pezzano
Mark Moran
Ray Acuna

Kalee Robinson, Parks Director ■ City Staff
Tyson Traw, Deputy Public Works Director

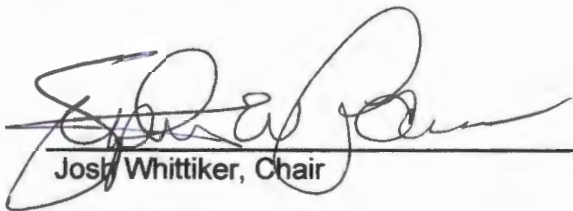
Wes Dutter, TP&W ■ Guests
James York, TP&W

ABSENT: Amy Bobrowitz, David Bender, Alicia Castillo

1. **Call to Order:** Josh called the meeting to order at 11:30
2. **Approval of Minutes:** January meeting minutes were approved unanimously.
3. **Project Updates:**
 - 3.a. **Veteran's Plaza Master Plan:** Austin stated the City is advertising to hire a Grant Writer, which will be available for the LWRC to use their services. Josh stated he has set up a meeting with the grant writer named Marvin Peevey to provide him background on our projects and see what he would charge us to create and submit some grant requests. A motion was approved unanimously to pre-authorize up to \$2,500 for this purpose.
 - 3.a.i. **Daughters of the American Revolution Patriots Marker Project:** Steve will contact the DAR to find out the status of installation of the DAR's Patriot Marker on a metal pole at the Veterans Plaza.
 - 3.b. **Lake Deepening:** Steve heard from Dr. Clyde, who stated the USACE appropriations legislation has passed House and Senate, and will soon be signed into Law. Once signed, his office will move forward to create the Determination of Federal Interest. Also, later this year, the City will need to submit an application for a 5 year extension of our USACE 404 Permit, which now has a 2027 deadline.

February 10, 2026

- 3.c. Parks Master Plan:** Kalee stated that the 4B Board will discuss options regarding the last section of the Circle Trail, along the shore of Lake Wichita, at their next meeting. Also, the Parks Foundation is working on the By-Laws required to get 501.c.3 status, which will probably take 6-9 months to complete. We look forward to collaboration with the Parks Foundation.
- 4. Discussion of Brick Sales and Fundraising Initiatives:** David stated there is one pending brick order, and Kalee said she will look into getting a sign created with a QR code for visitors at the Veterans Plaza to access the Brick Order Form. A motion passed unanimously to pre-approve up to \$400 for this purpose. There were no expenditures this month, so the balance in the Wells Fargo account is approximately \$92,000. Also, Mike stated that fundraising is difficult right now, since local Foundations are being reserved right now. David answered a question regarding the LWRC's tax-exempt status, by stating that we are 501.c.3, as a Chapter of the National Friends of Reservoirs organization, called the Lake Wichita/Lakeside City Chapter. David will find the letter and send a scanned copy to Josh and Steve. David will reach out to the FOR to find out what process we could use to process donations, if that becomes desired by a donor.
- 5. Other Business Matters:** Wes stated the dead fish on the Circle Trail, at the Wild Bird Rescue cove a few weeks ago, were regurgitated by birds, mostly gulls and cormorants.
- 6. Adjournment:** The meeting adjourned at 12:16 pm.


Josh Whittiker, Chair

03-10-2026
Date

MINUTES OF THE
WICHITA FALLS 4B SALES TAX CORPORATION (WF4BSTC)

FEBRUARY 12, 2026

PRESENT:

| | | |
|--|---|-----------------------|
| Glenn Barham, President | § | WF4BSTC Members |
| Michael Grassi, Vice-President | § | |
| Nick Schreiber, Secretary-Treasurer | § | |
| Stephen Santellana | § | |
| Craig Reynolds | § | |
| Darrell Coleman | § | |
| Steve Garner | § | |
| James McKechnie, Deputy City Manager | § | City Staff |
| Paul Menzies, Assistant City Manager | § | |
| Blake Jurecek, Assistant City Manager | § | |
| Kinley Heggland, City Attorney | § | |
| Stephen Calvert, CFO & Finance Director | § | |
| Kaitlin LeVasseur, Budget Analyst | § | |
| Russell Schreiber, Public Works Director | § | |
| Monica Aguon, Deputy City Attorney | § | |
| Christ Horgen, PIO | § | |
| Paige Lessor, Executive Legal Assistant | § | |
| Manuel Borrego, Chief WFPD | § | |
| Scott Vaughn, Deputy Chief WFPD | § | |
| Guy Gilmore, Deputy Chief WFPD | § | |
| Cody Melton, Chief WFFD | § | |
| Keith Tressler, Deputy Chief WFFD | § | |
| Moriah Williams, CEO | § | Forward Wichita Falls |
| Lauren Williams, Director | § | |

ABSENT:

1. Call to Order.

Mr. Glenn Barham called the meeting to order at 3:00 p.m., noting that a quorum was present.

2. Report of Financial Condition.

Mr. Paul Menzies presented the financial report to the Board, noting that updated sales tax figures had been received from the State the previous day and were provided to members at their places. He directed the Board's attention to the year-to-date sales tax comparison, explaining that for the first three months of the fiscal year revenues were trending ahead of the same period last year, which he noted was a positive indicator.

Mr. Menzies reported that the Wichita Falls 4B Sales Tax Corporation currently has approximately \$5.6 million in unencumbered funds available for consideration of future projects. He clarified that this figure already reflects the commitments approved at the previous meeting, including:

- Up to \$1,500,000 for the Hamilton Park Tennis Center project; and
- Funding for the design and engineering phase of The Falls project.

Mr. Barham inquired about the fundraising component associated with the Hamilton Park Tennis Center project, specifically whether public fundraising efforts had begun, noting the Board's requirement that outside funding be secured. Mr. Blake Jurecek responded that fundraising efforts were underway, including preparation of an application for a United States Tennis Association (USTA) grant anticipated to provide approximately \$280,000 to \$380,000 upon completion of design documents, in addition to other fundraising initiatives.

3. Consent Agenda:

a) Approval of Minutes of January 8, 2026.

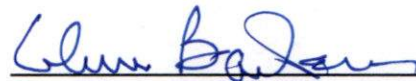
Mr. Stephen Santellana moved to approve the consent agenda as presented. Seconded by Mr. Michael Grassi, with no further public comment, the motion carried 7-0.

4. Executive Session.

Mr. Barham adjourned the meeting into executive session at **3:03 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **4:59 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

5. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 5:00 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation



STRATEGIC PILLAR

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

**City Council
March 17, 2026
Transmittal Letter**

Agenda Item Number: 8.a.

Agenda Item Name: Ordinance authorizing the development of the City’s first Comprehensive Safety Action plan for the total cost of \$300,000 funded by the USDOT Safe Streets and Roads for All (SS4A) Planning Funds in the amount of \$240,000 and local match funds of \$60,000 through the Transportation Planning Division/WFMPO

Council Action to be Taken: Consider and take action on proposed Ordinance.

Department Submitted: MPO

Staff Contact:

Lin Barnett, MPO Director
Blake Jurecek, Assistant City Manager

1. PURPOSE / DESCRIPTION

Approval of ordinance authorizing the funding agreement between the City of Wichita Falls and the Federal Highway Administration.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

This award will be used by the City of Wichita Falls and Wichita Falls Metropolitan Planning Organization to develop a Comprehensive Safety Action Plan (CSAP) for the Wichita Falls metropolitan planning area covering Wichita Falls, Lakeside City, Pleasant Valley, and parts of Wichita and Archer Counties. The Action Plan will include leadership commitment, safety analysis, public engagement, policy and process changes, strategy and project selections, and progress measures to reduce crashes, address hotspots, and guide future safety investments.

The City of Wichita Falls/WFMPO SS4A project will involve close coordination with the City Council, the WFMPO Policy Board (Transportation Policy Committee), and the WFMPO Technical Advisory Committee to bring together community stakeholders and

the public in addressing local safety challenges. Public engagement will include pop-up events, a dedicated project website, and transparent communication about progress throughout the planning process and beyond. This long-anticipated opportunity reflects the community's readiness to participate in meaningful safety improvements. The resulting Comprehensive Safety Action Plan will meet all SS4A program requirements and include the following components:

- 1. Leadership Commitment and Goal Setting
- 2. Planning Structure
- 3. Safety Analysis
- 4. Engagement and Collaboration
- 5. Policy and Process Change
- 6. Strategy and Project Selections
- 7. Progress and Transparency

The time frame to create and develop this plan is approximately 10 to 12 months.

3. BOARD REVIEW / CITIZEN INPUT

This item was first brought before the MPO's Technical Advisory Committee (TAC) and the Transportation Policy Committee (TPC), a.k.a. the Policy Board, during the October 2024 WFMPO quarterly meetings. MPO staff presented the creation and development of a Comprehensive Safety Action Plan (CSAP) as an opportunity for the City of Wichita Falls to actively compete for a portion of the remaining \$2.2 billion in USDOT Safe Streets and Roads for All (SS4A) Implementation Funds. Only communities with an active USDOT approved CSAP can compete for SS4A Implementation Funds. WFMPO staff informed the Policy Board, and all other stakeholders, that SS4A Implementation Funds can be used for bicycle and pedestrian trail development, trail improvements, and hike and bike infrastructure construction and amenities. Other City Departments (for example: the Police Department and the Health Department) can use the CSAP when applying for SS4A planning/demonstration/implementation funds.

All TAC and TPC meetings are open to the public. WFMPO strongly encourages public participation through public notices and notifications.

4. RECOMMENDATION

The Wichita Falls MPO/Transportation Planning Division recommends approval of this item.

5. FUNDING SOURCE

Source of Funds: \$240,000 (80%) 2247225-54080 Transportation Planning - Grant;
\$60,000 (20%) 2247225-57320 Transportation Planning - Other Financing Sources
Use of Funds: 2247225-72170 Transportation Planning - Services-Other Professional

The primary source of funds is U.S. Department of Transportation (USDOT) federal

grant funds of \$240,000 (80%). The City was informed of the grant award by USDOT on December 30, 2025. The Federal Highway Administration (FHWA) will provide assistance and oversight during the plan development. The remaining local match of \$60,000 (20%) will come from the Transportation Planning Fund balance.

6. TIMELINE

A Request for Qualifications (RFQ) will be issued by the Purchasing Department before the end of March to find a qualified consulting firm to create and develop the Comprehensive Safety Action Plan (CSAP). The Purchasing Department will close the RFQ at the end of April and forward all received proposals to the Transportation Planning Division/WFMPO. By mid to late May, WFMPO staff, along with a subcommittee of the Technical Advisory Committee, will review all received proposals and select the best consultant to create the CSAP. June 1, 2026 will be the target date to hold the kick-off meeting with the consultant. WFMPO staff hope to complete the plan in 10 to 12 months.

7. ALTERNATIVE OPTIONS

8. ATTACHMENTS

- 1. MPE SS4A USDOT Grant Ordinance V2

Ordinance No. _____

Ordinance authorizing the development of the City's first Comprehensive Safety Action plan for the total cost of \$300,000 funded by the USDOT Safe Streets and Roads for All (SS4A) Planning Funds in the amount of \$240,000 and local match funds of \$60,000 through the Transportation Planning Division/WFMPO

WHEREAS, the City of Wichita Falls desires to improve the safety and security of all area bicycle and pedestrian trails, facilities, infrastructure, and amenities; and,

WHEREAS, the USDOT Safe Streets and Roads for All (SS4A) funding program provides communities with funding to create and develop a local Comprehensive Safety Action Plan; and,

WHEREAS, the USDOT SS4A program awarded the City of Wichita Falls \$240,000 in federal funds on an 80/20 match for the hiring of a qualified consulting firm for the creation and development of the Wichita Falls Comprehensive Safety Action Plan; and,

WHEREAS, the City Manager is authorized to execute a funding agreement between the City and the USDOT for the completion of such project, in a form approved by the City Attorney.

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

Ordinance accepting and authorizing the use of the USDOT Safe Streets and Roads for All (SS4A) funds for the hiring of a consultant firm for the express purpose of creating and developing the Wichita Falls Comprehensive Safety Action Plan (CSAP) in the amount of \$240,000 and authorizing the local match of \$60,000 from the Transportation Planning fund balance.

PASSED AND APPROVED this the 17th day of March 2026.

MAYOR

ATTEST:

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
March 17, 2026
Transmittal Letter**

Agenda Item Number: 9.a.

Agenda Item Name: Resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch Corporation for the Plant 61 Filter Rehabilitation Improvements, in the amount of \$528,000

Council Action to be Taken: Consider and take action on proposed Resolution.

Department Submitted: Public Works

Staff Contact:

Russell Schreiber, Director of Public Works

1. PURPOSE / DESCRIPTION

The purpose of the project is to enable the operation of the 1961 water treatment plant located at the Cypress Water Treatment facility.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The Cypress 61 Plant is an integral plant in the treatment of the City’s drinking water. It is one of only 2 plants that can treat the highest amount of water per day (16 million gallons) and is one of only 2 plants that can blend the Reverse Osmosis water before it is discharged to the public. Refurbishment of the plant has been ongoing for the past year. The discharge piping was refurbished in 2025 and other improvements have been made by staff. Currently, the only remaining item needing to be completed in order for the plant to be restarted are the filters. Refurbishment of the 8 filters includes replacing the filter media, replacement of the surface wash system, stabilization of the filter troughs, filter controls, filter valving, and other miscellaneous components.

Black and Veatch have previously performed design of improvements to this facility and are the most familiar with the existing plant components and their current condition.

In order to ensure the resiliency of the City’s water treatment capabilities, staff recommends approval of this agreement.

3. BOARD REVIEW / CITIZEN INPUT

NA

4. RECOMMENDATION

Staff recommends approval of the Resolution

5. FUNDING SOURCE

Water and Sewer Capital Fund - Other Improvements: 5658170-77300

6. TIMELINE

Project to be bid by October of 2026

7. ALTERNATIVE OPTIONS

1961 Plant would remain inoperable and continue to deteriorate.

8. ATTACHMENTS

- 1. Resolution - PSA for Plant 61 Rehab
- 2. Attachment A_Scope of Services_Filter Rehab 2026 (4)

Resolution No. _____

Resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch Corporation for the Plant 61 Filter Rehabilitation Improvements, in the amount of \$528,000.00

WHEREAS, the City of Wichita Falls has multiple water treatment plants that add resiliency to the water treatment system, and

WHEREAS, the 1961 Plant the filter system are in need of replacement in order to continue the operation of the 61 Plant to treat drinking water; and

WHEREAS, the City of Wichita Falls has received an estimate from Black & Veatch Corporation for consulting services to design, bid and provide construction oversight to replace the filters,

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

The City Manager is authorized to execute all documents necessary, in forms approved by the City Attorney, for the design, bidding and construction overview for the replacement of filters in the 1961 Plant at the Cypress Water Treatment Facility, from Black & Veatch Corporation, in the amount of \$528,000.00

PASSED AND APPROVED this the 17th day of March 2026.

MAYOR

ATTEST:

City Clerk

ATTACHMENT A SCOPE OF SERVICES

Owner: City of Wichita Falls, Texas
Design Professional: Black & Veatch Corporation
Project Title: Plant 61 Filter Rehabilitation Improvements

PROJECT DESCRIPTION

The goal of the project is to rehabilitate the filters at the 1961 WTP. This scope of services includes Final Design, Bid Services and Construction Phase Services.

The Project includes the following major components:

- Replace filter surface wash system at the existing 4 filters.
- Replace filter media with anthracite and sand without raising existing filter troughs.
- Paint/repair pipe gallery filtered water piping.
- Replace and upgrade existing two (2) filter control consoles with local controls.
- Replace filter effluent and drain valves. 29 valves are estimated to be replaced (13 large valves and 16 small drain valves).
- Replace valve actuators for all valves (new and existing) at the filter gallery.
- Reinforce existing filter backwash troughs at wall connection points.
- Replace light fixtures in the filter gallery as needed.
- Repair guiderail in the filter gallery as needed.

TASK SERIES 100: PLANT 61 FILTER REHABILITATION IMPROVEMENTS – FINAL DESIGN AND BID SERVICES

Task 100: Conduct Project Administration Services. Design Professional will provide project management functions required to successfully complete the task series indicated above, including all project correspondence with the City; consultation with the City's staff; supervision and coordination of services; implementation of a project specific work plan, procedures, and a quality control/quality assurance plan; scheduling and assignment of personnel resources, administration and coordination of subconsultants, continuous monitoring of work progress; and invoicing for the work performed. Based on 8-month design.

Task 101: Monthly Project Status Reports. Design Professional will prepare a monthly project status report to identify work that has been performed in the reporting period, the work activities anticipated to be performed the next month, action items required of City for an efficient and effective delivery of the Design Professional's services, potential project scope variances with corrective actions suggested by the Design Professional.

Task 102: Conduct Progress Meetings. Design Professional will schedule and facilitate three (3) progress meetings to review and obtain feedback on interim deliverables, review the project schedule, discuss key design issues, review budget status, and discuss deviations from the scope

of services. Design Professional shall prepare and distribute minutes of each progress meeting and identify action items.

Task 103: Contract Documents. Design Professional will produce 60-, 90-, and 100-percent complete contract documents (drawings and specifications) and submit to the City for review. Following each submittal, a progress meeting will be scheduled within 14 working days to receive comments from the City. The drawings will be prepared in 22x34 sheet format in the latest version of AutoCAD utilizing the City’s standard drawing border and Design Professional’s drawing standards. The technical specifications will include the City standard “front-end” contract documents (North Central Texas Council of Government – NCTCOG) and be developed in Microsoft Word using the Engineer’s standard specification guides and format. Documents will be provided to City for review in pdf format. Design Professional will develop an opinion of probable construction cost (OPCC) for each design submittal. All opinions of probable construction costs developed will follow the recommendations of the Association for the Advancement of Cost Engineering (AACE) International Recommended Practice No. 18R with regard to methodology and accuracy. Since Engineer has no control over the cost of labor, material, or equipment furnished by others not under contract to Engineer, Engineer’s opinion of probable cost for construction of the work will be made on the basis of experience and qualifications as an Engineer. Engineer does not guarantee or warranty that proposals, bids, or actual project costs will not vary from Engineer’s opinions of probable cost. The cost opinion level of accuracy presented by Engineer will be in accordance with accepted industry guidelines and as defined by AACE.

Owner will provide all existing site plans and building plans in electronic format to be used for drawing backgrounds

- Drawings and specifications for the 60-percent submittal will have the major process designs completed, and the design of ancillary/support processes will be initiated/developed. Drawing plans and secondary P&IDs will be finalized, sections/details will be started, equipment vendor comments will be incorporated, and commodity specifications will be started.
- Drawings and specifications for the 90-percent submittal will have all ancillary processes completed. All remaining drawings (including details, project-specific notes, and annotations) and specifications (including Front Ends, sequencing plans, and discipline-specific / commodity specifications will be completed. The deliverable will be documents which are complete with the exception of the internal quality control review.
- Drawings and specifications for the 100-percent submittal will have all internal quality control and City comments incorporated. The deliverable will be final sealed and signed construction documents suitable for bidding.

Task 104: Bidding Services. Design Professional will perform the following bidding services:

- Prepare Advertisement Information. Design Professional will assist the City in establishing a bid opening date, coordinate reproduction and distribution of the bid documents (using the city’s website for distribution) and maintain a list of plan holders.

Potential bidders will purchase their own sets of project drawings and contract specifications.

- Pre-Bid Assistance. Design Professional will schedule and conduct a pre-bid conference, respond to questions from bidders, advise the City of any inquiries prior to the bid opening from contractors/subcontractors/suppliers, and prepare addendum as required to respond to questions and provide clarification.
- Bid Opening. Design Professional will attend the bid opening and assist the City in reviewing the bids for completeness and accuracy.
- Review Bidder Qualifications. Design Professional will review the bids for completeness and conformance with the bidding requirements, provide a credit history review of the apparent low bidder, review subcontractors, and prepare a bid tabulation and letter with recommendation of award.

TASK SERIES 200: PLANT 61 FILTER REHABILITATION IMPROVEMENTS – CONSTRUCTION MANAGEMENT SERVICES

Design Professional will perform Construction Services during the construction phase of the project for a 16-month duration. By performing these services, Engineer shall not have authority or responsibility to supervise, direct, or control the Contractor's work or the Contractor's means, methods, techniques, sequences, or procedures of construction. Engineer shall not have authority or responsibility for safety precautions and programs incident to the Contractor's work or for any failure of the Contractor to comply with laws, regulations, rules, ordinances, codes, or orders applicable to the Contractor furnishing and performing the work. Engineer will perform the following construction services:

Task 200: Conduct Project Administration Services. Design Professional will provide project management functions required to successfully complete the task series indicated above, including all project correspondence with the City; consultation with the City's staff; supervision and coordination of services; implementation of a project specific work plan, procedures, and a quality control/quality assurance plan; scheduling and assignment of personnel resources, administration and coordination of subconsultants, continuous monitoring of work progress; and invoicing for the work performed.

Task 201: Monthly Project Status Reports. Design Professional will prepare a monthly project status report to identify work that has been performed in the reporting period, the work activities anticipated to be performed the next month, action items required of City for an efficient and effective delivery of the Design Professional's services, potential project scope variances with corrective actions suggested by the Design Professional.

Task 202. Conformed Contract Documents. Prepare conformed contract documents and distribute copies to the City and Contractor. It is anticipated that a total of 3 sets (number of sets may be less) of the conformed drawings and specifications will be reproduced.

Task 203. Preconstruction Conference. Attend a preconstruction conference at a date and time selected by the City and at a facility provided by the City. Elements of the conference include:

- Agenda and minutes
- Discussion of Contractor's tentative schedules
- Procedures for transmittal and review of Contractor's submittals
- Processing applications for payment
- Critical work sequencing
- Change orders
- Record documents
- Contractor's responsibilities for safety and first aid

Task 204. Construction Progress Review Meetings. Visit the construction site to observe progress of the work and consult with the City and the Contractor. A total of 10 construction progress meetings are anticipated. A total of one of Engineer's staff person for a 1-day site visit and progress meeting is included.

Task 205. Shop Drawing Review. Review drawings and other data submitted by the Contractor as required by the construction contract documents. Engineer's review shall be for general conformity to the construction contract documents and shall not relieve the Contractor of any of his contractual responsibilities. Such reviews shall not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. 200 hours are allotted for this task.

Task 206. Requests for Information. Interpret construction contract documents when requested by the City or the Contractor. Requests for clarification or information shall be in writing and copies of Engineer's response shall be distributed to the City and Contractor. A maximum of twenty RFIs are allotted for this task.

Task 207. Change Orders. Assist the City with the review of Contractor requests for project changes. Two change orders are allotted for this task.

- Review documentation.
- Assist with the preparation of the design change description and required drawings.
- Prepare an independent estimate of the change order cost.
- Submit recommendations to the City.

Task 208. Punch List. Upon substantial completion, inspect the construction work and preparing a punch list of those items to be completed or corrected before final completion of the project. A total of one Engineer's staff person for a 1-day inspection is included.

Task 209. Final Inspection. Upon completion or correction of the items of work on the punch list, participate in a final inspection to determine if the work is completed. A total of one Engineer's staff person for a 1-day inspection is included.

Task 210. Drawings Conformed to Construction Records. Upon completion of the project; revise the construction contract drawings to conform to the construction records. Submit to Owner in AutoCAD format.

TASK SERIES 300: ADDITIONAL SERVICES

Any work requested by the City that is not specifically stated in the Basic Scope of Services listed above will be classified as Additional Services. Additional Services shall be authorized in writing by the City. Additional Services will be performed based on the following Rate Schedule and mutually agreed upon number of hours.

| <u>CATEGORY</u> | <u>BILLING RATE RANGES</u> |
|--------------------------|----------------------------|
| Clerical | \$ 50.00 - \$ 100.00 |
| Engineering Technician | \$ 65.00 - \$ 125.00 |
| Project Accountant | \$ 65.00 - \$ 150.00 |
| Engineer | \$ 80.00 - \$225.00 |
| Sr. Engineer | \$125.00 - \$250.00 |
| Project Manager | \$150.00 - \$250.00 |
| Senior Technical Advisor | \$200.00 - \$250.00 |
| Principal | \$225.00 - \$300.00 |

(End of Attachment A)

CITY OF WICHITA FALLS WTP PLANT 61 FILTERS REHABILITATION IMPROVEMENTS

2/23/2026

| ITEM No. | Description | OPCC | Engineering Fee (Design/Permit) | Design Duration | Bid Phase + CPS Services (excluding RPR) | Construction Duration | Total |
|----------|---------------------------------|--------------------|---------------------------------|-----------------|--|-----------------------|--------------------|
| 1 | FILTER IMPROVEMENTS | | | 8 months | | 16 months | |
| | Filter Media cost | \$2,184,000 | \$69,000 | | \$44,000 | | \$2,297,000 |
| | Washwater Troughs Rehab | \$564,000 | \$28,000 | | \$11,000 | | \$603,000 |
| | Filter Surface Wash Cost | \$1,344,000 | \$22,000 | | \$27,000 | | \$1,393,000 |
| | Valves Replacement | \$1,747,000 | \$87,000 | | \$35,000 | | \$1,869,000 |
| | Paint repair allowance | \$168,000 | \$8,000 | | \$3,000 | | \$179,000 |
| | Guiderail repair allowance | \$84,000 | \$4,000 | | \$2,000 | | \$90,000 |
| | Light fixtures repair allowance | \$168,000 | \$8,000 | | \$3,000 | | \$179,000 |
| | Controls and Electrical | \$2,520,000 | \$126,000 | | \$50,000 | | \$2,696,000 |
| | TOTAL ITEM #1 | \$8,781,000 | \$352,000 | | \$176,000 | | \$9,309,000 |

Total Construction Cost \$8,781,000

Total Engineering Cost \$352,000

Total Construction Phase Services Cost \$176,000

Total Project Cost \$9,309,000

Assumptions

- *4% Engineering Fee Basic Services
- *2% Construction Phase Services (Excluding RPR)
- *30% contingency
- *18% Contractor overhead and profit
- *15% Contractor General Conditions



STRATEGIC PILLAR

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

**City Council
March 17, 2026
Transmittal Letter**

Agenda Item Number: 9.b.

Agenda Item Name: Resolution Directing Publication of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation for Public Safety and Park Projects

Council Action to be Taken: Consider and take action on proposed Resolution.

Department Submitted: Finance

Staff Contact:

Stephen Calvert, Director of Finance/CFO

1. PURPOSE / DESCRIPTION

The purpose of this resolution is to authorize the publication of a Notice of Intent to issue City of Wichita Falls Combination Tax and Revenue Certificates of Obligation, Series 2026 (Tax-Exempt) (the "COs"), in a principal amount not to exceed \$26,900,000. These funds are designated for (1) constructing and equipping public safety facility improvements, (2) renovating artificial waterfalls in Lucy Park (3) improvements to the Hike and Bike Trail system, including the payment of professional services and cost of issuance. This action initiates the notice period in accordance with Texas Local Government Code 271, providing transparency and allowing for public comment on the City's plan to secure these certificates with a combination of property taxes and a pledge of limited surplus revenues of the City's waterwork and sewer system.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The proposed COs are an important part of our plan to secure financing for three high priority projects for our city. The issuance of this \$26.9M in debt helps to unlock up to \$50M in capital projects thanks to our previously designated reserves and anticipated community support of these projects. The City's 4B Sales Tax Corporation has

committed to provide 4B revenues to the City in support of debt service payments on the COs. Because of the future support of the 4B Sales Tax board, this issuance will not increase property tax rates.

3. BOARD REVIEW / CITIZEN INPUT

On March 5th, the 4B Sales Tax Corporation met and approved support of the City's financing plan including annual debt support over the life of the COs.

4. RECOMMENDATION

Approval of the resolution directing publication of notice of intention to issue combination tax and revenue certificates of obligation for public safety and park projects.

5. FUNDING SOURCE

- 4B Sales Tax Corporation
- Property Taxes
- General Fund Reserves (Designated for Capital Improvements)
- Donations
- Limited Pledge of Surplus Revenues of the Waterworks and Sewer System

6. TIMELINE

- March 5th - 4B Met to Consider and Take Action in Support of COs
- March 17th - City Council Resolution authorizing Notice of Intent
- March 27th - City publishes first notice of intent to issue COs
- April 20th - Ratings call with S&P
- May 6th - Receive credit rating and finalize Preliminary Official Statement
- May 19th - City Council Considers and Approves Resolution to issue COs
- June 23 - COs issued

7. ALTERNATIVE OPTIONS

Without the funding from these COs, the capital projects would be delayed until sufficient savings and donations are identified to fund the capital projects.

8. ATTACHMENTS

1. CO Notice Resolution and Publication

RESOLUTION

DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION

WHEREAS, this City Council deems it advisable to give notice of intention to issue certificates of obligation of the City of Wichita Falls, Texas, as hereinafter provided; and

WHEREAS, the City Council hereby finds, considers and declares that the reimbursement of the payment by the City of expenditures in connection with the design, planning, acquisition and construction of the projects described in the form of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation attached hereto (the "Projects") will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the U.S. Treasury Regulations, to reimburse itself for such payments at such time as it issues the Certificates of Obligation to finance the Projects; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was passed, was open to the public and public notice of the time, place, and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

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

1. Attached hereto is a form of the Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation, the form and substance of which is hereby adopted and approved.
2. The City Clerk shall cause said notice to be published in substantially the form attached hereto, in a newspaper, as defined by Subchapter C, Chapter 2051, Texas Government Code, of general circulation in the area of said City, once a week for two consecutive weeks, the date of the first publication thereof to be before the 45th day before the date tentatively set for the adoption of the ordinances authorizing the issuance of such certificates of obligation as shown in said notice.
3. The City Clerk shall cause said notice to be posted in substantially the form attached hereto, on the City's internet website for at least 45 days before the date tentatively set for the adoption of the ordinances authorizing the issuance of such certificates of obligation as shown in said notice.
4. That all costs to be reimbursed pursuant to this Resolution will be preliminary expenditures or capital expenditures; the proposed certificates of obligation shall be issued within 18 months of the later of (i) the date the original expenditures are paid or (ii) the date on which the property, with respect to which such expenditures were made, is placed in service; and the foregoing notwithstanding, the certificates of obligation will not be issued pursuant to this Resolution on a date that is more than three years after the date any expenditure which is to be reimbursed is paid.
5. The City Council hereby authorizes and directs the Mayor, City Manager, City Clerk, Chief Financial Officer/Director of Finance and all other officers, employees and agents of the City, in consultation with the City Attorney, if necessary, to do and perform all such acts and to execute, acknowledge and deliver in the name and on behalf of the City such documents, agreements, certificates and other instruments, whether or not mentioned in this Resolution, as may be necessary or desirable in order to carry out the terms, provisions and actions provided for in this Resolution and in connection with the issuance of the certificates of obligation.
6. This Resolution shall become effective immediately upon adoption.

[Execution Page Follows]

APPROVED AND ADOPTED ON _____, 2026.

ATTEST:

City Clerk

Mayor

[CITY SEAL]

**CITY OF WICHITA FALLS, TEXAS
NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION**

NOTICE IS HEREBY GIVEN that the City Council of the City of Wichita Falls, Texas, at its meeting to commence at 8:30 A.M. on May 19, 2026, at its regular meeting place at 1000 Fifth Street, Hayley Eye Clinic Seminar Room, Wichita Falls, Texas, tentatively proposes to adopt one or more ordinances authorizing the issuance of interest bearing certificates of obligation, in one or more series, in an amount not to exceed \$26,900,000 for paying all or a portion of the City's contractual obligations incurred in connection with: (i) acquiring, constructing, renovating, installing and equipping parks and recreational improvements; (ii) acquiring, constructing, renovating and equipping public safety improvements; (iii) acquiring land and interests in land necessary for such projects; and (iv) paying legal, fiscal, engineering and architectural fees in connection with these projects. The City proposes to provide for the payment of such certificates of obligation from the levy and collection of ad valorem taxes in the City as provided by law and from a pledge of limited surplus revenues of the City's waterworks and sewer system, remaining after payment of all operation and maintenance expenses thereof, and all debt service, reserve, and other requirements in connection with all of the City's revenue bonds or other obligations (now or hereafter outstanding), which are payable from all or any part of the net revenues of the City's waterworks and sewer system. The certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of Texas Local Government Code, Subchapter C of Chapter 271, as amended ("Chapter 271").

In accordance with the provisions of Chapter 271, the following information has been provided by the City:

- (a) The principal amount of all outstanding debt obligations of the City is \$55,445,000;
- (b) The current combined principal and interest required to pay all outstanding debt obligations of the City on time and in full is \$65,914,764;
- (c) The maximum principal amount of the certificates of obligation to be authorized is \$26,900,000;
- (d) The estimated combined principal and interest required to pay the certificates of obligation to be authorized on time and in full is \$42,113,642;
- (e) The estimated interest rate for the certificates of obligation to be authorized is 3.98%; and
- (f) The maximum maturity date of the certificates of obligation to be authorized is September 1, 2046.

The City has not designated any of its outstanding debt listed above as self-supporting for purposes of Chapter 271.

CITY OF WICHITA FALLS, TEXAS



**City Council
March 17, 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: 9.c.

Agenda Item Name: Resolution authorizing a contract with Core Displays Group LLC to purchase and install a new 9MM Superior Resolution, 13’(tall) X 26’(long), Full Color, Double Sided, Outdoor Digital Billboard sign on I-44 through the TIPS Co-op Purchasing Program in the amount of \$249,454 to be paid through venue tax

Council Action to be Taken: Approval of Resolution

Department Submitted: MPEC

Staff Contact:

Lindsay Lewis, Communications & Marketing Director

1. PURPOSE / DESCRIPTION

Approve the resolution to execute a contract with Core Displays Group LLC.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The purpose of this agreement is to authorize the purchase and installation of the 9MM Superior Resolution, Double-Sided, LED Sign to replace the non-operational sign on I-44.

Staff consulted with three vendors and hosted site visits for two of them. Staff ultimately selected Core Displays to complete the work. The package that Core Displays Group LLC put together best meets the needs, and they are highly recommended and experienced in the industry.

Texas Local Government Code §252.022 exempts items purchased through interlocal cooperative purchasing contracts from the State’s competitive bidding requirements.

3. BOARD REVIEW / CITIZEN INPUT

There has been no board review or citizen input associated with this item. This action is administrative in nature.

4. RECOMMENDATION

Staff recommends approval of the resolution.

5. FUNDING SOURCE

Hotel/Motel Venue Tax — Other Improvements (2881250-77220)

6. TIMELINE

Work is expected to be completed and ready by July 1st, 2026.

7. ALTERNATIVE OPTIONS

8. ATTACHMENTS

- 1. I44 Digital Billboard Agenda Item Updated
- 2. MPEC Updated 2026 I-44 quote

Resolution No. _____

Resolution authorizing the City Manager to execute a contract with Core Displays Group LLC in the amount of \$249,454 for the purchase and installation of a new 9MM Superior Resolution Outdoor digital billboard on I-44.

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

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

WHEREAS, the City Council finds that Core Displays Group LLC is offering to install a new 9MM Superior Resolution, 13'(tall) X 26'(long), Full Color, Double Sided, Outdoor Digital Billboard sign on I-44 through the TIPS Co-op Purchasing Program, and it is in the City's best interest to purchase equipment in accordance with the Cooperative Purchasing Programs.

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

The City Manager is authorized to execute all documents, as approved by the City Attorney, necessary to execute a contract with Core Displays Group LLC in the amount of \$249,454 for the installation of a new 9MM Superior Resolution, 13'(tall) X 26'(long), Full Color, Double Sided, Outdoor Digital Billboard sign on I-44 through the TIPS Co-op Purchasing Program.

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

City Clerk

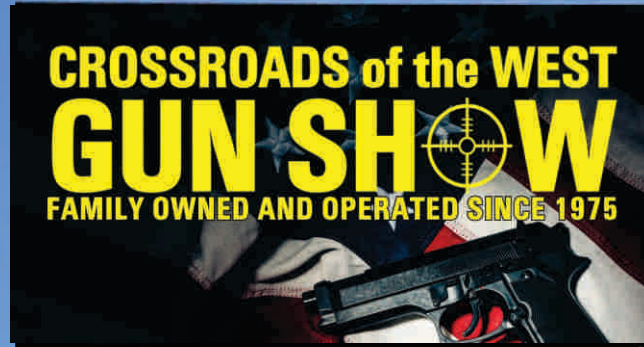
MPEC

Wichita Falls, TX

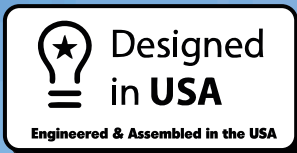
OPTION 1

13'x26' Full-Color DIGITAL MARQUEE

- DOUBLE FACED
- 9mm, 15mm Resolution
- Cloud-Based Programming
- Edge to Edge Viewing
- Front Serviceable
- 5 Yr. Parts Warranty
- Lifetime Technical Service
- UL Listed. ETL Listed



AWARDED VENDOR



CORE DISPLAYS

POWERED BY
IMPACT
LED

CORE DISPLAYS ARE VISUALLY STUNNING, INCREDIBLY BRIGHT, AND DESIGNED FOR ALL WEATHER CONDITIONS. OUR UNIVERSAL SIZE LED MODULE DESIGN OFFERS FLEXIBILITY MAKING IT PERFECT FOR ANY APPLICATION.



± 11,000 NITS ULTRA-HIGH BRIGHTNESS
x20 Brighter than an LCD TV.
View in full daylight and dimmable at night.
Based on LCD N avg. 500 Nits.

6mm, 9mm 15mm

PIXEL PITCH OPTIONS
Large IP67 LED diodes, ±100,000 hours lifetime, 1.15 quintillion colors.



IP67 FRONT/IP54 REAR ALL-WEATHER TESTED
UV, salt-mist, vibration, ±temperature, voltage, and x2 waterproof tested. Fully sealed LED tile.



OPTIMIZED VIEWING EXPERIENCE
±3840 Hz, 60 FPS smooth, full motion, camera-ready video playback.



CONNECTIVITY OPTIONS
Network with, Ethernet, wireless, WIFI, Fiber Optic or 4G cellular technology.



5 YEAR WARRANTY
5-Year parts and in-factory labor. 10-Year parts availability. On-Site Labor & Extended Warranties Available.

Date

2.16.2026

To: City of Wichita Falls
 PO Box 1431
 Wichita Falls, TX 76307
accounts.payable@wichitafallstx.gov

From: Lance Pelton
 Core Displays
 1083 Brooks Industrial Road
 Shelbyville, KY 40065
 817-946-3078 (m) | 502-405-8500 (o)
Lance@CoreDisplays.net

EMC SPECIFICATIONS

Pitch: **9mm, 15mm Resolution**
 Cabinet Size: **13' tall x 26' long**
 Viewing Area: **13' tall x 26' long**
 Matrix: 10mm (416x832) | 15mm (260x520)
 Color: Full Color-Outdoor
 Configuration: 2 Units (Double Sided)
 Brightness: 11,000 NIT's
 Viewing Angle: 140* Horizontal / 70* Vertical
 Cabinet Access: Front Quick Release RGB Module
 Sign Weight: 5230 (lbs. Per Side)
 Technical Support: Included for Life



5-Year Parts Warranty

Vandalism, Storm & Lightning Warranty: Includes \$5,000 insurance deductible reimbursement, see warranty for details

LIGHTED SIGN SPECIFICATIONS

23.0

COMMUNICATION

Lifetime Cellular Modem, Cloud Based Programming
 Light Sensor: Included
 Temp Sensor: NA, Temp from the Cloud

OPTION 1 PACKAGE PRICING

9mm
SUPERIOR RESOLUTION
\$249,454
 +TAX (if applicable)

15mm
ENHANCED RESOLUTION
\$206,250
 +TAX (if applicable)



TIPS# 23010401

- * Installation Included In Above Pricing
- * 50% DEPOSIT | 50% BALANCE
- * Pricing Based On Use of MPEC Lift
- * Shipped Ready For Installation With All Necessary Mounting Brackets Attached
- * Manufactured in Shelbyville, KY
- * Shipping Included in Above Pricing
- * Proper Electrical Responsibility of Customer



Impact LED proudly introduces the G3 Series of Impact digital sign systems. Our 1'x1' module reliably performs with high brightness, vivid colors, fast refresh rate and industry leading features such as dual power/data connections and module retention leads.

This product is MET Labs certified for NEC and UL48 compliance.



This product complies with FCC Rules - Subpart B of Section 15 of Title 47.



Redundant Power & Data.
Dual power and data inputs reduce the need for a spare part by 80%. High efficiency components consume 22% less energy.



Premium LEDs, 4-layer Printed Circuit Boards, Meanwell power supplies and gold-plated connector pins are just a few of the components that create a beautiful, long-lasting and dependable display for your application.



Simple Installation. Impact's Unistruct installation system provides an incredibly strong yet easy to use mounting substructure.



Environmentally sealed cabinets prevent damaging intrusion of moisture and dust.



Easy to support. Modules are easily and quickly removed to create fast and simple service.



Cloud based software allows users to connect to their sign from any internet browser on a PC, Mac, Tablet, iPhone, or Android.

IMPACT cloud

Impact Cloud is a user friendly cloud-based communication method for any Impact LED sign. This Browser based system works from any tablet, phone or computer with internet access.



- ◆ Easy to learn, easy to use & easily maximizes the sign's capabilities to maximize the power of the display.
- ◆ Create feature content, design reusable templates and save playlists for as long as you want that will never get lost.
- ◆ Easily move messages around the screen, enlarge, shrink or rotate content and try different fonts and colors.
- ◆ Access and monitor your sign(s) no matter where they are and no matter where you are at any time.
- ◆ Instant access to ever expanding library of graphics.
- ◆ No software updates to download...ever.

**UPDATE YOUR MESSAGES
FROM ANY DEVICE**

**USERS CAN NOW PUBLISH CONTENT TO THEIR SIGN
FROM THEIR Ipad, MOBILE DEVICE OR COMPUTER.**

Storm & Vandalism Warranty

In addition to our Limited Lifetime Warranty, CoreDisplays offers Storm and Vandalism protection.

Although rare, things happen and you want to be covered. Without even a basic layer of protection, catastrophic events can leave you exposed to replacing your sign out of pocket. **CoreDisplays** is here to help. Should a tree fall on your sign, lightning strike and cause damage, flood waters rise or tornadoes twist, our Storm and Vandalism Warranty will help soften the blow! The warranty even applies to intentional or accidental damage to the sign such as vandalism or a car that veers off the road and destroys the sign.

CoreDisplays will reimburse up to \$5,000 of your insurance deductible for the incident for the life of the sign. This allows you to get repairs or replacement with zero dollars out of pocket.





STRATEGIC PILLAR

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

**City Council
March 17, 2026
Transmittal Letter**

Agenda Item Number: 9.d.

Agenda Item Name: Resolution authorizing the purchase and installation of eight (8) metal bleacher shelters at the North Sports Complex, located at 1702 Sheppard Access Road, from PlayCore Wisconsin, Inc., DBA GameTime through an approved cooperative purchasing program in the amount of \$248,454.80

Council Action to be Taken: Approval of Resolution

Department Submitted: Recreation

Staff Contact:

Kalee Robinson, Director of Parks & Recreation

1. PURPOSE / DESCRIPTION

Approve the resolution to execute a purchase order agreement with PlayCore Wisconsin, Inc., DBA GameTime for new bleacher shelters at the North Sports Complex.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

In 2024, the City Council approved the allocation of \$4,200,000 from 4B and City funds for the installation of synthetic turf and related improvements at the Sports Complex, including \$512,620 specifically designated for facility enhancements. Given the facility's age—now 37 years old—and increasing demand for its use, these upgrades continue to be essential to address maintenance needs and support the overall growth in participation.

As part of these ongoing improvements, the installation of eight (8) metal bleacher shelters along the first and third base seating areas at the North Sports Complex will further enhance comfort and safety for spectators. The shelters will feature a monoslope cantilever design, each measuring 8 feet wide by 25 feet long, and will include sloped

roofs with powder-coated frames for durability and longevity.

These shade structures will provide meaningful protection from the sun, rain, and other weather conditions—greatly improving the spectator experience during year-round events. Currently, no shade structures exist over the bleachers at the complex, making this addition a major amenity enhancement for the north side of the facility. Combined with recent improvements such as the new restroom addition, updated fencing, and all-new turf fields, the bleacher shelters will help create a more comfortable and welcoming environment for participants and visitors alike.

3. BOARD REVIEW / CITIZEN INPUT

The 4B board allocated funding to this project for improvements such as shade.

4. RECOMMENDATION

Staff recommends approval of the resolution.

5. FUNDING SOURCE

The total cost of the project is \$248,454.80 and will be paid for using the remaining 4B funding of \$230,186 (\$78,448 from 4B Sports Complex Improvements 734-9655-71385, \$151,738 from GF Capital - Other Improvements 100-1366-77220) and an additional \$18,268.80 from the general fund (100-5150-71640 Recreation, Maint. Other Structures).

6. TIMELINE

Production and engineering of the shelters is expected to take around twelve (12) weeks, with shipping and installation beginning the following week. The goal will be to have the bleachers fully installed by the first week of July 2026.

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

- 1. Quote_Shade Shelters
- 2. Sports Complex Shade_March 17

QUOTE

179519-01-01 • 02/27/2026



Softball Complex - Bleacher Shelters

Customer:

City of Wichita Falls
204 Van Buren
Wichita Falls, TX 76301
76301

Ship to Zip: 76301

Prepared for:

Kalee Robinson
kalee.robinson@wichitafallstx.gov

Prepared by:

GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

| Quantity | Part # | Description | Unit Price | Amount |
|----------|-------------|---|-------------|--------------|
| 8 | 16155 | GT-Shelter - S - MC8X25M-P4 <ul style="list-style-type: none">• Monoslope Cantilever Width: 8.000 Length: 25.000• Steel (3) Column Design• Primary Roof: 24 ga Pre-Cut Multi-Rib Metal Roof• Roof Slope: 4:12• 8.00' Eave Height• Powder Coat• Anchor Bolt Kit | \$18,355.00 | \$146,840.00 |
| 1 | Engineering | GT-Shelter - Signed and Sealed Drawings | \$1,250.00 | \$1,250.00 |
| 8 | INSTALL | MISC - Installation of Above Shelter *to be mounted of existing concrete. | \$12,750.00 | \$102,000.00 |

Contract: Buy Board Contract #781-25

| | |
|--------------------|---------------------|
| Sub Total | \$250,090.00 |
| Discount | (\$4,405.20) |
| Freight | \$2,770.00 |
| Grand Total | \$248,454.80 |

Comments

* Site must be clear, level, free of obstructions, and accessible. Site should permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional costs.

* 50% Deposit due at time of purchase.

QUOTE

179519-01-01 • 02/27/2026



GAMETIME - TERMS & CONDITIONS:

- **PRICING:** Due to fluctuating economic conditions, pricing is valid for 30 days and is subject to change. Please request updated pricing if your quote is older than 30 days before making a purchase.
- **TERMS OF SALE:** For equipment & material purchases, Net 30 days from date of invoice for governmental agencies and those with approved credit. All others, full payment for equipment, taxes and freight up front. Balance for services & materials due upon completion or as otherwise negotiated upon credit application review. Pre-payment may be required for equipment orders totaling less than \$5,000. Payment by VISA, MasterCard, or AMEX is accepted (**If you elect to pay by credit card, GameTime charges a 2.50% processing fee that is assessed on the amount of your payment. This fee is shown as a separate line item and included in the total amount charged to your credit card. You have the option to pay by check, ACH or Wire without any additional fees.**). Checks should be made payable to Playcore Wisconsin, Inc. dba GameTime unless otherwise directed. **Any order exceeding \$300,000 will require progress payments during the course of completion.**
- **CREDIT APPLICATION:** Required for all non-governmental agencies and those entities who have not purchased from GameTime within the previous twelve calendar months.
- **FINANCE CHARGE:** A 1.5% monthly finance charge (or maximum permitted by law) will be added to all invoices over 30 days past due.
- **CASH WITH ORDER DISCOUNT:** Orders for GameTime equipment paid in full at time of order via check or electronic funds transfer (EFT) are eligible for a 3% cash-with-order (CWO) discount. Consult local sales representative for CWO terms.
- **ORDERS:** All orders shall be in writing by purchase order, signed quotation or similar documentation. Purchase orders must be made out to Playcore Wisconsin, Inc. dba GameTime.
- **FREIGHT CHARGES:** Shipments shall be F.O.B. destination. Freight charges prepaid and added separately.
- **SHIPMENT: Standard Lead time is 6-8 weeks (some items may take longer)** after receipt and acceptance of purchase order, credit application, color selections and approved drawings or submittals.
- **PACKAGING:** All goods shall be packaged in accordance with acceptable commercial practices and marked to preclude confusion during unloading and handling.
- **RECEIPT OF GOODS:** Customer shall coordinate, receive, unload, inspect and provide written acceptance of shipment. Any damage to packaging or equipment must be noted when signing delivery ticket. If damages are noted, receiver must submit a claim to Cunningham Recreation within 15 Days. Receiver is also responsible for taking inventory of the shipment and reporting any concealed damage or discrepancy in quantities received within 60 days of receipt.
- **RETURNS:** Returns are only available on shipments delivered within the last 60 days. A 25% (min.) restocking fee will be deducted from any credit due. Customer is responsible for all packaging & shipping charges. Credit is based on condition of items upon return. All returns must be in unused and merchantable condition. GameTime reserves the right to deduct costs associated with restoring returned goods to merchantable condition. Uprights & custom products cannot be returned.
- **TAXES:** Sales tax is shown as a separate line item when included. A copy of your tax exemption certificate must be submitted at time of order or taxes will be added to your invoice.

QUOTE

179519-01-01 • 02/27/2026



INSTALLATION CONDITIONS:

- **ACCESS:** The site must be clear, level, and provide unrestricted access for trucks and machinery. Any site that is inaccessible may incur additional charges.
- **STORAGE:** The customer is responsible for providing a secure area for off-loading and storing equipment during installation. Once equipment is delivered to the site, the owner assumes responsibility for any theft or vandalism unless alternative arrangements are made and documented in the quotation.
- **FOOTER EXCAVATION:** Installation pricing is based on footer excavation through earth/soil only, prior to the installation of drains, subbase, or surfacing. The customer is responsible for any unforeseen conditions such as buried utilities (public or private), tree stumps, rocks, or any other concealed materials or conditions that may result in additional labor or material costs.
- **UTILITIES:** The installer will contact 811 to locate all public utilities before layout and excavation of footer holes. The owner is responsible for identifying any private utilities. Cunningham Recreation and the installer are not liable for any damage to unmarked private utilities.
- **ADDITIONAL COSTS:** Pricing is based on a single mobilization for installation unless otherwise stated. The price includes only the items specified in this quotation. Additional site work or specialized equipment needs may result in price adjustments.
- **SITE CONDITIONS:** The site must have a slope of less than 1.5%. Any excavation or grading required to achieve an acceptable slope is the responsibility of others unless otherwise noted. All demolition and site preparation must be completed before the installation crew is mobilized.
- **GENERAL INSTALLATION NOTES:** Installation will be performed according to the manufacturer's specifications by a GameTime-certified installer. A one-year warranty on all labor is provided from the date of completion. Product warranty and service claims may not include labor.

ACCEPTANCE OF QUOTATION:

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Accepted By (printed): _____ Title: _____

Telephone: _____ Fax: _____

P.O. Number: _____ Date: _____

Purchase Amount: **\$248,454.80**

SALES TAX EXEMPTION CERTIFICATE #: _____

(PLEASE PROVIDE A COPY OF CERTIFICATE)

Salesperson's Signature

Customer Signature

QUOTE

179519-01-01 • 02/27/2026



A PLAYCORE Company

BILLING INFORMATION:

Bill to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

SHIPPING INFORMATION:

Ship to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

Resolution No. _____

Resolution authorizing the City Manager to execute a purchase order with PlayCore Wisconsin, Inc., DBA GameTime in the amount of \$248,454.80 for the purchase and installation of eight (8) metal bleacher shelters at the North Sports Complex, located at 1702 Sheppard Access Road.

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

WHEREAS, the City Council of the City of Wichita Falls has previously approved participation in such cooperative purchasing programs; and,

WHEREAS, the City Council finds that PlayCore Wisconsin, Inc., DBA GameTime has offered to provide and install eight (8) metal bleacher shelters at the North Sports Complex through an approved cooperative purchasing program, and that these structures are in the City's best interest to procure; and,

WHEREAS, the proposed monoslope cantilever-style shelters, each measuring 8 feet wide by 25 feet long, will include a sloped roof design with powder-coated steel frames for enhanced durability and longevity, providing needed shade and weather protection for spectators and improving the overall amenities at the facility.

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 documents, as approved by the City Attorney, necessary to execute a purchase order with PlayCore Wisconsin, Inc., DBA GameTime in the amount of \$248,454.80 for the purchase and installation of eight (8) metal bleacher shelters at the North Sports Complex, located at 1702 Sheppard Access Road, through an approved cooperative purchasing program.

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

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
March 17, 2026
Transmittal Letter**

Agenda Item Number: 9.e.

Agenda Item Name: Resolution authorizing the City of Wichita Falls’s continued membership in the Atmos Cities Steering Committee; and authorizing the payment of four cents per capita to the Atmos Cities Steering Committee to fund regulatory and legal proceedings and activities related to Atmos Energy Corporation

Council Action to be Taken: Consider and take action on proposed Resolution., Approval of Resolution

Department Submitted: Legal

Staff Contact:
Kinley Hegglund, City Attorney

1. PURPOSE / DESCRIPTION

The City of Wichita Falls is a member of a 188-member city coalition known as the Atmos Cities Steering Committee (ACSC). The resolution approves the assessment of a four-cent (\$0.04) per capita fee to fund the activities of the Steering Committee for an approximate total amount of \$4,200.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Atmos is a monopoly provider of natural gas. Because Atmos has no competitors, regulation of the rates that it charges its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. Cities have more than 100 years of experience in regulating natural gas rates in Texas.

ACSC is the largest coalition of cities served by Atmos Mid-Tex, representing more than 70 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of

residential and small commercial customers within the cities.

ACSC is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Atmos within the City. These activities will continue throughout the calendar year. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that ACSC be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

3. BOARD REVIEW / CITIZEN INPUT

NA

4. RECOMMENDATION

Staff recommends approval of the resolution authorizing the City’s participation in the Atmos Cities Steering Committee and payment of the assessment of a four-cent (\$0.04) per capita fee to fund the activities of the Steering Committee.

5. FUNDING SOURCE

General Fund Non Departmental - Services Other Professional (1001360-72170) - \$5,500

6. TIMELINE

The steering committee has been in existence since 2006. The City began participation with the steering committee in April 2020.

7. ALTERNATIVE OPTIONS

As an alternative to participation in the Atmos Cities Steering Committee, the City could independently monitor and respond to gas utility regulatory and infrastructure matters, rely on broader municipal associations for general advocacy, retain outside legal or technical consultants on a case-by-case basis, or address issues directly with Atmos Mid-Tex as they arise. These alternatives would likely require greater staff time or higher costs and may limit the City’s ability to proactively and effectively influence outcomes compared to coordinated participation with other cities through the Steering Committee.

8. ATTACHMENTS

- 1. Resolution - Atmos Steering Comm Membership

Resolution No. _____

Resolution authorizing the City of Wichita Falls's continued membership in the Atmos Cities Steering Committee; and authorizing the payment of four cents per capita to the Atmos Cities Steering Committee to fund regulatory and legal proceedings and activities related to Atmos Energy Corporation.

WHEREAS, the City of Wichita Falls is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos), within the municipal boundaries of the city; and

WHEREAS, the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility-related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and

WHEREAS, ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings, and legislative activities, affecting gas utility rates; and

WHEREAS, the City is a member of ACSC and would like to continue its membership; and

WHEREAS, in order for ACSC to continue its participation in these activities that affect the provision of gas utility service and the rates to be charged, it must assess its members for such costs;

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

I.

That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the City of Wichita Falls and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division, residing and conducting business within the City limits.

II.

The City is further authorized to pay its 2026 assessment to the ACSC in the amount of four cents (\$0.04) per capita.

III.

A copy of this Resolution and approved assessment fee payable to City of Arlington, *C/O Atmos Cities Steering Committee*, shall be sent to:

City of Arlington
Attn: Brandi Stigler
C/O Atmos Cities Steering Committee
PO Box 90231
Arlington, Texas 76004

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
March 17, 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: 9.f.

Agenda Item Name: 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 \$202,904 to the City of Wichita Falls to support the Art Walk event downtown

Council Action to be Taken: Consider and take action on proposed Resolution.

Department Submitted: City Manager

Staff Contact:
Paul Menzies, Assistant City Manager

1. PURPOSE / DESCRIPTION

Approval of the resolution will appropriate up \$202,904 of 4B funds to support continuation of the popular Art Walk event in 2026.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The funding will help organize and operate the Art Walk series, which brings artists, vendors, live entertainment, and community activities to downtown Wichita Falls.

The board's approval reflects a continued effort to **revitalize downtown, attract visitors, and support local artists and businesses** by sustaining a recurring event that increases foot traffic and community engagement in the area. The funding will allow organizers to maintain the event schedule and expand programming for the upcoming year.

3. BOARD REVIEW / CITIZEN INPUT

The 4B Board conducted a public hearing on March 5, 2026 regarding the request. No one from the public spoke against. The 4B unanimously approved the request.

4. RECOMMENDATION

4B funds; as of the Board's January, 2026 meeting, the corporation has approximately \$6.2M in available cash for new projects.

5. FUNDING SOURCE

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

6. TIMELINE

- March 5, 2026 – 4B Board conducts public hearing and approves funding request;
- March 17, 2026 –City Council to consider ratifying funding for the project.

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Art Walk Rev. 2-4
2. R_ArtWalk Funding

WELCOME TO:



Proposal to Produce and Manage the After Hours Art Walk

Turnkey public event operations + programming that restores the 'Art' in Art Walk

Submitted by: Ismael Duran - Potencia Projects

Submitted to: James McKechnie & Blake Jurecek

Date: March 2nd, 2026



1. Executive Summary

As the City evaluates a long-term operating model for consistent monthly delivery, Potencia Projects proposes a turnkey, outsourced approach that provides municipal-grade operations and compliance while strengthening the event's cultural identity through a curated ArtZone and monthly namesake art activations.

To meet the City's objectives while minimizing internal overtime and benefits costs, Potencia Projects presents a fully outsourced operations model. Under this approach, Potencia will contract, coordinate, and manage all required third-party services: off-duty police/EMS, barricades and traffic control setup, sanitation, portable restrooms, and event insurance, delivering a compliant event operation each month. Potencia will also strengthen Art Walk's identity and community value by re-centering the "Art" through a curated ArtZone and monthly namesake art activations that create a reason to attend and return.

2. Project Objectives

- Turnkey, predictable monthly delivery with minimal City staff time beyond approvals and oversight.
- Safe, compliant street-closure operations using contracted public safety and traffic control.
- Bring back the 'Art' in Art Walk with a curated ArtZone and monthly namesake activations that create a clear community value proposition.
- Strengthen downtown merchant participation and foot traffic by coordinating Art Walk activations and cross-promotions.
- Build a sponsorship and partnership pipeline to improve long-term sustainability beyond City funding.



3. Event Snapshot

Based on prior operations, Potencia is planning around the following baseline assumptions:

- Event: monthly downtown activation, positioned as a 'first Thursday' series, during the active season. April - October minus July = six events
- Event hours: approximately 5:30 p.m. - 9:00 p.m.
- Core pedestrian 'street gallery' footprint (*fig. 4*): Indiana Avenue and Ohio between 7th and 8th Streets; the alley between Indiana and Scott to the Farmers Market; a broader footprint outside the Art Walk will extend to adjacent blocks/venues. The core footprint may expand/contract based on safety and participation, with City approval.
- Scale: target in the range of ~7,000-8,000 attendees per month in a stable season.
- Vendor model (*fig. 5*): curated ArtZone core + Flea Market + Farmers market with General Area.

4. Services: Turn-Key Public Event Management

Potencia Projects will deliver a municipal-grade public event management for Art Walk with end-to-end accountability. Services include permitting/compliance coordination; vendor and stakeholder communications; site plan and logistics; street closures and traffic control (barricades/signage); contracting and managing off-duty police/EMS; sanitation and portable restrooms; event insurance and risk documentation; and day-of operations command with post-event closeout.

Beyond operations, Potencia strengthens Art Walk's value through curated local cultural programming (ArtZone + monthly namesake art activations), sponsor/earned-revenue development to improve sustainability, and ongoing coordination with downtown businesses and partners to grow participation month over month.



4.1 Pre-Event Planning & Permitting

- Monthly schedule with responsibilities, deadlines, and approvals.
- Street closure permitting package: layout plan, downtown contact requirements, affected-party contacts list, vendor list, and restroom plan.
- Traffic control coordination: Contract a qualified barricade/traffic control vendor to deploy temporary traffic control devices and closures.
- Insurance compliance and certificates of insurance.

4.2 Public Safety, Emergency Planning & Risk Management

- Contract and schedule off-duty police officers and EMS standby.
- Crowd management, lost child protocol, medical response protocol, and severe weather decision triggers.
- Daily briefing plan for staff/volunteers and safety partners.

4.3 Vendor / Artist Management & Integrity Controls

- Artist and vendor application intake through web app.
- Vendor permit compliance tracking. Health Department Cooperation.
- On-site vendor management team to enforce rules, resolve conflicts, and maintain walkability/ADA access.

4.4 Site Operations, Infrastructure & Sanitation

- Sanitation contracting: trash/recycling placement, servicing schedule, and post-event street cleanup.
- Portable restrooms and ADA units.
- Event signage, wayfinding, and a centralized command post for coordinated operations.
- Power/Electricity - Not supported by City outlets



4.5 Marketing, Communications & Downtown Activation

- Monthly marketing plan: event theme, featured artists, merchant map, and social media. The Facebook page is currently dormant. Potencia has been given admin status.
- Reactivate FB and IG.
- Sponsor activation planning: on-site placements, brand integrations, and deliverables tracking.
- Post-event recap content package for sponsors, merchants, and City stakeholders.

4.6 Reporting & Continuous Improvement

- After-Action Report (AAR) within 7-10 days: incidents, attendance, operational issues, and improvements.
- Monthly KPI dashboard: cost drivers, safety metrics, downtown participation metrics, and art-program outputs.
- Season close-out report with recommendations for the next season and sustainability plan updates.



5. Restoring the 'Art' in Art Walk - ArtZone

Potencia will re-center Art Walk around a curated core experience: the 'ArtZone.' The ArtZone (*fig. 5*) is the signature, programmed area within the festival footprint. Each month, the ArtZone will feature a namesake activation as a headline art experience that strengthens the event's identity and provides a clear reason to attend.

5.1 What is ArtZone?

- Curated, not random: the ArtZone is programmed to provide a consistent arts-forward experience.
- Local-first: paid opportunities and exposure for Wichita Falls-area artists and cultural organizations.
- Interactive: live art, demonstrations, workshops, and participatory components for families.
- Photogenic anchors: 1-2 large visual 'pull' moments per month that drive foot traffic into the core.

5.2 Six Namesake ArtZone Activations (Sample Lineup)

Fig. 1

| Namesake Activation | What It Delivers |
|---|---|
| April: Kick Off: Art Walk is Back | Intro to ArtZone; Dedicated artist galleries + support. |
| May: Sheppard Air Force/MSU Texas -Art Takes Flight | Collaboration; Highlight Military/Veteran and MSU Texas artists. |
| June: Art & Culture Non-Profit Awareness: Arts Alive in Wichita Falls | Highlight City of Wichita Falls supported Non-Profit Art and Culture organizations. |
| August: Art x Music | Artist + musician pairings; live visuals during sets; curated stage and street performances. |
| September: Heritage Art - Museum of North Texas | Cultural art + storytelling; Hispanic, Veteran, Native, African American, Ranch/Cowboy, Texas History |
| October: Art in Art Walk - Gallery Takeover | Pop-up gallery corridor with micro-exhibits; collector-friendly experience and artist sales support. |



Potencia will deliver Art Walk under the approved public funding structure for the current budget cycle. All private sponsorship and earned revenue received will be deposited into a designated Art Walk Sustainability Fund and reported transparently for future-year reinvestment to strengthen programming and reduce future public funding needs.

5.3 Arts-First Sustainability Fund (Restoring the “Art” in Art Walk)

Feedback from the public and City Leadership has been consistent: put the arts first and restore the event’s identity by bringing back community-centered arts programming. Potencia will deliver that priority through a simple, compliant revenue-handling model:

Art Walk Sustainability Fund (Carry-Forward Model):

All sponsorships and earned revenue generated through Art Walk will be placed into a segregated Art Walk Sustainability Fund to support future Art Walk programming and infrastructure, with the intent of reducing the public funding requirement in the next budget cycle.

Arts-First Priority in Future Reinvestment:

Funds carried forward will be prioritized for ArtZone and arts-forward enhancements, including featured artists and installations, performances, exhibitions, and curated “namesake” activations that clearly deliver the “Art” in Art Walk.

Operations & Cost-Reduction Investments:

With arts-forward priorities set for future events, remaining funds will be applied to offset eligible event costs or make one-time investments that reduce future operating burden (e.g., reusable wayfinding/signage, communications assets, equipment, or other cost-saving infrastructure), subject to the approved operating plan.

Transparency & Reporting:

Potencia will provide a sponsorship/revenue summary per event, showing amounts received, deposits to the Sustainability Fund, and planned/used funds for future events to ensure clear visibility.



6. Management & Staffing Plan

Potencia Projects will operate as the single point of accountability with a small core team and contracted specialty vendors.

- Event Director (Potencia) - client liaison, approvals, budget management, overall delivery.
- Operations Lead - site plan execution, load-in/out, vendor management, command post operations.
- Art Programming Lead - ArtZone curation, artist relations, programming schedule, activation production.
- Marketing and Communications - monthly content plan, merchant/sponsor communications, press coordination.
- Part-time Support; Art Walk stakeholder personnel - vendor communication + support, volunteer coordination, documentation.

Contracted providers (managed by Potencia): off-duty police, EMS standby, barricades/traffic control vendor, sanitation/cleanup, portable restrooms, and event insurance.



7. Budget (6-Event Season)

The proposed budget is \$152,178 for a 7-month season (6 events), approximately \$25,363 per event.

Costs are subject to change based on market changes.

Fig. 2

| Monthly Cost Category | Amount |
|---|-----------------|
| Security / Off-duty Police + EMS Standby | \$2,450 |
| Insurance | \$1,600 |
| Portable Restrooms (incl. ADA units) | \$1,500 |
| Sanitation & Cleanup | \$1,000 |
| Permits / Traffic Control | \$150 |
| Art Programming (ArtZone Namesake Events) | \$5,000 |
| Farmers Market Production | \$500 |
| Marketing and Communications | \$800 |
| Consumables and Operating Supplies | \$250 |
| Muehlberger Parking Lot Rental | \$750 |
| Part Time Support During Event | \$600 |
| Potencia - Management & Production Fee | \$10,738 |
| Total Monthly | \$25,363 |

- Potencia will provide invoice-backed reconciliation for all contracted public safety, traffic control, sanitation, restrooms, and insurance.
- Potencia will pursue sponsorship and earned revenue to reduce the net City cost for future Art Walks and the Sustainability Fund



8. 3 Year Vendor Fee Revenue Plan

A community-acceptable revenue stream that supports safe, consistent operations while preserving public goodwill. The plan starts with a \$5 continuity fee for the first three months, then scales gradually and transparently based on real operational burden and vendor feedback.

Vendor Areas and Definitions (fig.5)

- ArtZone: Art-forward, higher production value, more coordination.
- Flea Market Area: High-volume vendor area, heavier footprint management.
- Farmers Market Area: Operated with market management; avoid double-charging vendors already paying market fees.
- General Area: low-friction participation.

Vendor Categories

- Standard Art Vendor: Handmade/artist/maker booth vendor.
- Reseller / Promotional / Non-handmade Business Booth: Paying for more than “selling art.”
- Hot Food Vendor: Prepared hot food sold from a booth (higher sanitation/waste needs).
- Food Truck: Highest footprint, sanitation load, and generator impact.

Community Trust Guardrails

- Continuity first: No price shock for the first three events.
- One simple base fee: Everyone understands it, and it stays consistent.
- Scale with time and community buy-in: Space, power, prime placement, reseller lead-gen, hot food, truck footprint.
- Farmers Market is a premium amenity zone: price it accordingly (still below what they’re used to)

Year 1 – “Continuity Period” (First 3 Months)

To preserve continuity and reflect the Farmers Market’s premium amenities:

- All vendors (ArtZone, Flea, General): \$5 per event
- Farmers Market vendors: \$20 per 10x10 per event (starting immediately)
 - Rationale: they receive electricity/shelter/bathrooms proximity + prime placement and are already accustomed to higher stall fees; this is positioned as a discounted pilot rate.



Year 1 (Months 4–6): Keep the Base Simple

- General Area: \$5
- ArtZone: \$7 (=\$5 base + \$2 curated-zone fee)
- Flea Market Area: \$10 (=\$5 base + \$5 footprint-management fee)
- Farmers Market Area: \$25 (=\$20+\$5 footprint management fee)
- Reseller / Promotional / Non-handmade Business Booth
 - + \$20 surcharge per event (applies anywhere they are placed)
 - Example: reseller in Flea (Year 1): \$10 + \$20 = \$30
- Hot Food Vendors: \$50 per event (starting Month 4)
 - If a “Farmers Market vendor” is selling hot food, treat them as Hot Food Vendor (not the \$20 standard stall), because their operational burden is different.
- Food Trucks: \$75

Year 2: Modest Step-Up

- General: \$5
- ArtZone: \$10
- Flea: \$15
- Farmers Market: \$30
- Reseller surcharge: +\$20 (unchanged)
- Hot Food: \$65
- Food Trucks: \$100

Year 3: Production Value Growth

- General: \$5
- ArtZone: \$15
- Flea: \$20
- Farmers Market: \$35
- Reseller surcharge: +\$20 (unchanged)
 - Example: reseller in Flea (Year 3): \$20 + \$20 = \$40
- Hot Food: \$80
- Food Trucks: \$150



This vendor-fee revenue model reflects a measured, Wichita Falls–appropriate approach that preserves public support while creating reliable operating income across the year. The projections assume 6 Art Walk events annually and use the current fee schedule for each vendor type and area, including 4 food trucks per event, 20 reseller/promotional vendors, and 10 hot food vendors.

Three scenarios (Conservative, Base, Growth) vary only the participation levels in the ArtZone, Farmers Market, and General area to show a realistic range of outcomes. Under these assumptions, vendor fees are projected to generate revenue in supporting continuity, staffing, sanitation, and overall event execution without relying on aggressive fee escalation.

Revenue summary

Conservative

- Year 1: \$2,240/event → \$13,440/year
- Year 2: \$2,775/event → \$16,650/year
- Year 3: \$3,450/event → \$20,700/year
- 3-year total: \$50,790

Base

- Year 1: \$2,575/event → \$15,450/year
- Year 2: \$3,175/event → \$19,050/year
- Year 3: \$3,925/event → \$23,550/year
- 3-year total: \$58,050

Growth

- Year 1: \$2,910/event → \$17,460/year
- Year 2: \$3,575/event → \$21,450/year
- Year 3: \$4,400/event → \$26,400/year
- 3-year total: \$65,310



9. Performance Metrics

- **Safety:** incident count by severity; response time; corrective actions implemented.
- **Operations:** load-in/out compliance; vendor rule compliance; ADA access maintained.
- **Downtown activation:** number of participating businesses open late; partner activations; merchant feedback.
- **Arts impact:** number of paid local artists; ArtZone activation attendance proxy; vendor participation.
- **Sustainability:** sponsor pipeline value; sponsor deliverables delivered; earned revenue opportunities identified.

10. Why Potencia Projects?

Potencia Projects is a Wichita Falls/Downtown-based cultural events operator with a proven track record of delivering high-attendance downtown activations, building sponsor relationships, and coordinating across community stakeholders. Our team has produced signature community festivals such as the Los Muertos and Loco for Cinco celebrations in Downtown Wichita Falls, and we routinely collaborate with the City and downtown partners to deliver safe, permitted, community-forward events.

- **Local accountability:** on-site leadership and relationships that improve compliance and stakeholder coordination.
- **Cultural credibility:** programming designed to highlight local artists and create authentic community value.
- **Operational rigor:** vendor controls, safety planning, and post-event reporting that meet municipal expectations.
- **Sustainability mindset:** sponsor development and earned-revenue planning to reduce long-term reliance on City funding.



2025 Art Walk Attendance Metrics

- Numbers based on proposed perimeter, exact dates of 2025 Art Walk season, within 4:30pm - 9pm.
- Metrics generated by PlacerAI.

Fig. 3

| Month | Total Visits | Out of Town |
|--------------|---------------|--------------|
| April | 7,181 | 403 |
| May | 10,038 | 689 |
| June | 8,431 | 659 |
| July | 1,881 | 307 |
| August | 6,430 | 559 |
| September | 5,674 | 565 |
| October | 7,752 | 570 |
| Total | 47,387 | 3,752 |

- Notice: July drop in attendance due to 4th of July holiday, family summer vacations, high heat temperatures and unsafe conditions.

Street Closure

- Street closure based on previous Art Walk events, business owner feedback, and parking considerations

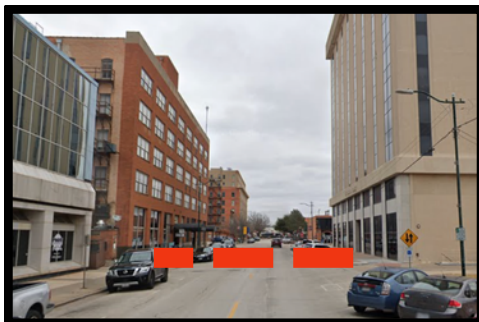
 **Perimeter Barricade**

Fig. 4

Indiana facing South



8th Street facing East



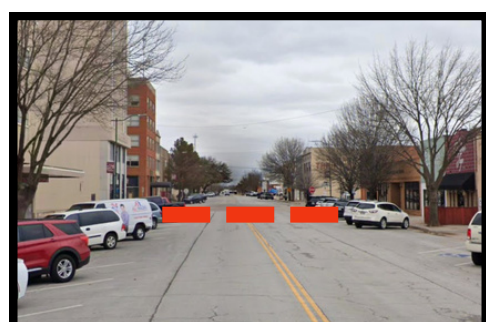
Ohio & 8 Facing North



8th Street facing West



Indiana facing South



ArtZone - - - - -

- ArtZone street closure based on previous Art Walk events, business owner feedback, and parking considerations

Fig. 5



Flea Market - - - - -

- Area for non-art-based vendors. During sign up vendors will know if they qualify for this area based on survey.

Farmers Market - - - - -

- Monthly activations with a focus on Farmers Market vendors. Think live cooking demos using produce from local farms on a stage with PA. Culinary Arts.



Welcome Signage

- To be placed at traffic arteries on both sides of street designating Art Walk area



Fig. 6



Traffic Control

- To be placed in middle of street reminding motorists to slow down.

Fig. 7



Bathrooms

- Blue dot represents locations
- Each dot = 2 Regular + 1 ADA compliant = 15 Total
- Quantities based off monthly average attendance of 8,000

Portable Bathroom Locations

Fig. 8



Security

- Orange dot represents locations
- Each dot = 2 Officers
- Quantities based off monthly average attendance of 8,000 and area coverage

Security: 10 Officers

Fig. 9



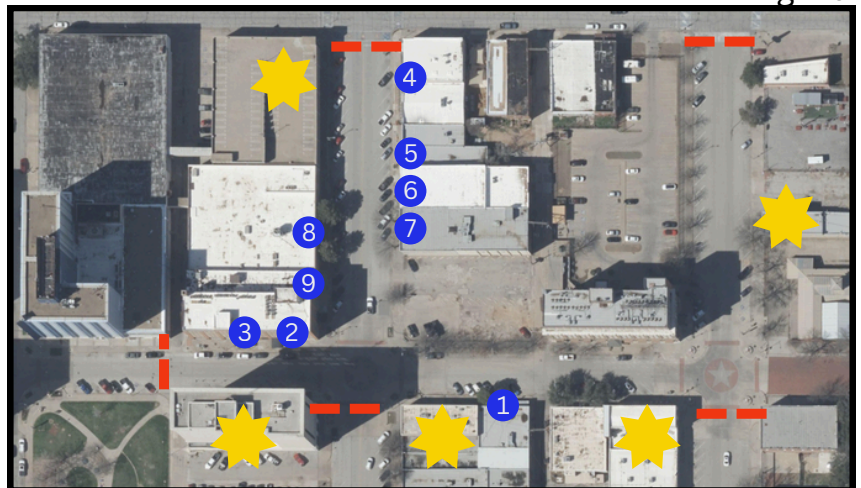
Community Buy-In

- Downtown business owners and stakeholders were consulted and feedback was used for creation of this proposal.

| Business Owners/Stakeholders Consulted for Proposal | Interest |
|---|--|
| 1. Justin Schlager - 615 8th Street | Iron Horse Pub |
| 2. Marcus McGee - 710 8th Street (corner) | Maniac Mansion |
| 3. Tersco Moreno - 710 8th Street | Monte Real |
| 4. Matt Bitsche - 701 Indiana | W.F. Brewing |
| 5. Dusty Potter - 709 Indiana | President - DWFD |
| 6. Ruben Rodriguez -713 Indiana | Empire Wraps |
| 7. Juanis Martinez - 717 Indiana | Downtown Bazaar |
| 8. Jeremy Davis - 720 Indiana | ED - Museum of North Texas |
| 9. AJ Kappes - 724 Indiana | Burial Tattoo |
| Keith Wineinger | The Burn Shop |
| Jana Schmader | Former DWFD Executive Director |
| Ann Arnold | Wichita Falls Alliance for Art & Culture |
| Chief Manuel Borrego | W.F. Police Dept. |
| Mayor Tim Short | City of Wichita Falls |

Entities in Art Walk area

Fig. 10



= Not store fronts within the proposed closed section

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 \$202,904 to the City of Wichita Falls to support the Art Walk event downtown.

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 March 5, 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 **\$202,904** as described below and in said corporation's agenda, is approved:

\$202,904 to the City of Wichita Falls to support the Art Walk event downtown

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 17th day of March, 2026.

MAYOR

ATTEST:

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
March 17, 2026
Transmittal Letter**

Agenda Item Number: 10.a.

Agenda Item Name: Public Hearing Amending the Speed Limit in the City View ISD School Zone Along City View Drive (25 MPH to 20 MPH)

Council Action to be Taken: Conduct Public Hearing

Department Submitted: City Manager

Staff Contact:

Blake Jurecek, Assistant City Manager

1. PURPOSE / DESCRIPTION

City View ISD has requested that the City reduce the posted school zone speed limit along City View Drive from 25 MPH to 20 MPH to enhance student safety. Texas Transportation Code § 545.357 requires a public hearing (held at least annually upon request) before the City considers and implements a prima facie speed limit near a school.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

City View Drive serves as a primary frontage/approach route to City View ISD with routine student pedestrian activity during school arrival and dismissal periods.

The City currently posts 25 MPH within the school zone limits (as presently signed).

The school district has requested consideration of a reduced speed limit, triggering the public hearing requirement under Texas Transportation Code § 545.357.

Safety rationale: Reducing speed in a school zone increases reaction time and reduces crash severity; the intent is to align driver behavior with school-crossing conditions.

Regulatory process: Texas Transportation Code § 545.357 requires the governing body to hold a public hearing (at least once each calendar year upon request) to consider prima facie speed limits near schools.

3. BOARD REVIEW / CITIZEN INPUT

City View ISD requested that the City consider reducing the posted speed limit within the school zone. City staff reviewed the request and agreed to move forward with the required public hearing and speed study process.

4. RECOMMENDATION

Conduct a public hearing

5. FUNDING SOURCE

N/A

6. TIMELINE

City will conduct a speed study over the next few weeks and bring the results and recommendation at the next Council meeting.

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

None



STRATEGIC PILLAR

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

**City Council
March 17, 2026
Transmittal Letter**

Agenda Item Number: 11.a.

Agenda Item Name: Ordinance authorizing an amendment to the Police FY 2026 Budget and authorization to contract with 21CP Solutions LLC for Consulting Services in an amount not to exceed \$273,913

Council Action to be Taken: Approval of Resolution

Department Submitted: City Manager

Staff Contact:
James McKechnie, Deputy City Manager

1. PURPOSE / DESCRIPTION

21CP proposes a comprehensive review of WFPD’s use-of-force policies, related restraint/transport policies, training, supervisory oversight practices, and organizational culture, with the goal of producing pragmatic, actionable recommendations to increase public and officer safety.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

21CP’s proposal outlines an assessment specifically focused on use-of-force practices, related policies and training, supervision, and culture, culminating in written findings memoranda and a final report.

Core assessment areas include:

- WFPD use-of-force policy and related restraint/custody transport policies

- Academy and in-service training related to force and de-escalation
- Supervisory oversight and involvement in use-of-force
- Organizational culture factors that contribute to the use of force

Methodology and Deliverables (Four phases)

Phase 1: Research & Analysis (includes qualitative and summary quantitative review of use-of-force/restraint data and interviews). Ends with a Phase 1 Findings memorandum after preliminary findings are presented for feedback.

Phase 2: Policy/Procedure & Training Review (review of relevant policies, manuals, and training curricula; assessed against best/promising practices). Ends with a Phase 2 Findings memorandum after preliminary findings are presented for feedback.

Phase 3: Cultural Assessment (employee perception survey, focus groups/interviews, observation/immersion, including ride-alongs, and cultural mapping). Ends with a Phase 3 Findings memorandum.

Phase 4: Final Report (Executive Summary + categorized recommendations with short/medium/long implementation horizons, metrics, and monitoring mechanisms; presentations to stakeholders).

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends approval of this item

5. FUNDING SOURCE

Source: General Fund Reserves - Other Financing Sources (1001360-57320): \$273,913 (One-time use of excess General Fund reserves)

Use: Police Department - Other Professional Services (1003105-72170)

6. TIMELINE

21CP projects an estimated 6-month timeline, with the possibility of up to 9 months depending on data access and stakeholder availability

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. O_21CP_V2

Ordinance No. _____

Ordinance authorizing an amendment to the Police FY25-26 Budget and authorization to contract with 21CP Solutions LLC for consulting services in an amount not to exceed \$273,913.00

WHEREAS, in light of recent incidents and heightened public interest in law enforcement practices, the City Council finds it prudent to retain 21CP Solutions LLC, a qualified professional services firm, to conduct an independent assessment of relevant Wichita Falls Police Department policies, procedures, training, and supervisory practices and to provide actionable recommendations consistent with recognized best practices; and,

WHEREAS, 21CP Solutions LLC proposes to conduct the assessment through a four-phase approach, including research and analysis, policy/procedure and training review, a cultural assessment, and a final report with implementation timelines, categories, and metrics for monitoring; and,

WHEREAS, the City Council finds that unusual and unforeseen conditions have arisen, creating a grave public necessity that requires immediate emergency expenditures to protect the public health, safety, and welfare, including the need to retain 21CP Solutions LLC.

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

1. That pursuant to state law, no expenditure of the funds of the City shall hereafter be made except in compliance with the budget and applicable state law; provided, however, that in the case of grave public necessity emergency expenditures to meet unusual and unforeseen conditions, which could not be reasonable, diligent thought and attending have been included in the original budget, may from time to time be authorized by the City Council as amendments to the original budget and does, based on evidence presented herein and during the Council meetings, hereby finds a grave public necessity exists to modify the original budget and said grave public necessity was unforeseen.

2. The City Manager is hereby authorized execute a Professional Services Agreement, in a form approved by the City Attorney, with 21CP Solutions LLC to conduct an assessment of the Wichita Falls Police Department's use-of-force policies and related practices, training, supervision, and organizational culture, including associated deliverables (findings memoranda and a final report) in an amount not to exceed \$273,913.00, unless authorized by the City Council.

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

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
March 17, 2026
Transmittal Letter**

Agenda Item Number: 11.b.

Agenda Item Name: Ordinance amending the Fiscal Year 2026 Budget and authorizing agreement between the City of Wichita Falls and Potencia Projects LLC to manage and operate ArtWalk

Council Action to be Taken: Approval of Resolution

Department Submitted: City Manager

Staff Contact:

James McKechnie, Deputy City Manager
Blake Jurecek, Assistant City Manager

1. PURPOSE / DESCRIPTION

The Downtown Art Walk is a long-standing community event that showcases local artists and downtown merchants. The City is partnering with Potencia Projects to deliver a refreshed, more immersive Art Walk experience within a concentrated footprint in the downtown core. The proposed agreement establishes clear operational responsibilities, permitting/vendor management, safety and logistics coordination, and performance expectations to ensure a consistent, well-managed public event experience.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The Downtown Art Walk is a recurring downtown activation event intended to showcase local artists, vendors, and downtown merchants. As the City evaluates a long-term operating model for predictable monthly delivery, Potencia Projects has submitted a proposal to “produce and manage the After Hours Art Walk” through a turnkey, outsourced approach designed to reduce City staff time and minimize internal overtime/benefits impacts while still providing “municipal-grade” event operations and compliance.

Potencia’s model includes contracting and managing third-party services needed for a compliant monthly event, such as off-duty police/EMS standby, barricades/traffic control, sanitation, portable restrooms, and event insurance, and pairing those operational components with curated programming intended to “restore the ‘Art’ in Art Walk” through a structured ArtZone and monthly themed (“namesake”) art activations.

The proposal anticipates a “first Thursday” monthly series during the active season, with a core pedestrian footprint focused on Indiana Avenue and Ohio (between 7th and 8th Streets), plus the alley connection to the Farmers Market, subject to City approval for any expansion or contraction based on safety and participation.

3. BOARD REVIEW / CITIZEN INPUT

Potencia Projects has taken the lead in engaging local business owners and key downtown stakeholders to help shape the event plan and ensure the Art Walk reflects the needs of the downtown community.

4. RECOMMENDATION

Staff recommends approval of this item

5. FUNDING SOURCE

4B Sales Tax Corporation-Contract ArtWalk (7349655-73459) \$202,904

6. TIMELINE

Initial term: One year

Event schedule: April-June, August-October; options for November and December

7. ALTERNATIVE OPTIONS

City-run model (increased staff time and operational burden)

Pause or reduce event footprint (not recommended given downtown activation goals)

8. ATTACHMENTS

- 1. O_Potencia Project_Artwalk Agreement_V2

Ordinance No. _____

Ordinance amending the Fiscal Year 2025-2026 Budget and authorizing agreement between the City of Wichita Falls and Potencia Projects, LLC to manage and operate ArtWalk

WHEREAS, the Downtown Art Walk serves as a significant driver of downtown economic activity and local sales tax generation, and the absence of the Downtown Art Walk would likely result in an unanticipated decline in sales tax revenues that support essential City operations and the adopted budget; and

WHEREAS, the Downtown Art Walk is a long-standing community event that supports downtown activation and provides a platform for local artists and merchant vendors; and

WHEREAS, Downtown Development Corporation has decided not to run the Downtown Art Walk moving forward, and the City desires to implement a refreshed, more immersive Art Walk experience within the downtown core and to ensure consistent operational standards for permitting, safety, and event logistics; and

WHEREAS, Potencia Projects, LLC has the experience and capacity to provide event management services for the Art Walk consistent with the City's operational and public safety expectations.

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

1. That pursuant to state law, no expenditure of the funds of the City shall hereafter be made except in compliance with the budget and applicable state law; provided, however, that in the case of grave public necessity emergency expenditures to meet unusual and unforeseen conditions, which could not be reasonable, diligent thought and attending have been included in the original budget, may from time to time be authorized by the City Council as amendments to the original budget and does, based on evidence presented herein and during the Council meetings, hereby finds a grave public necessity exists to modify the original budget and said grave public necessity was unforeseen.

2. The City Manager is hereby authorized to execute a Professional Services Agreement, in a form approved by the City Attorney, with Potencia Projects, LLC manage and operate the Downtown Art Walk, including vendor/exhibitor administration and on-site event operations, in an amount not to exceed \$202,904.00.

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
March 17, 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: 11.c.

Agenda Item Name: Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by approving funding to the City of Wichita Falls in support of the forthcoming issuance of certificates of obligation by the City, for a term not to exceed twenty (20) years and an annual amount not to exceed \$1,400,000, to assist with several planned capital improvement projects including, but not limited to, renovation of the former Kirby Middle School into the new Police Department Headquarters, The Falls renovation, and the Lake Wichita Section of the Circle Trail

Council Action to be Taken: Consider and take action on proposed Resolution.

Department Submitted: City Manager

Staff Contact:

Paul Menzies, Assistant City Manager

1. PURPOSE / DESCRIPTION

The 4B board approved moving forward with funding for three significant city projects—a new police headquarters, improvements to The Falls, and the Lake Wichita trail—using sales-tax-supported financing to enhance public safety, recreation, and tourism in Wichita Falls. The approval effectively commits the corporation to about 70% of the payment towards the overall planned \$27M CO issuance.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The board’s authorization facilitates the City to pursue financing—estimated at about **\$27 million**—for three primary projects:

- **New Police Headquarters:** Renovation of the former **Kirby Middle School** campus into a modern **Wichita Falls Police Department** headquarters. The

project will consolidate police operations and replace aging facilities with improved space for officers, equipment, and public services.

- **Falls Improvements:** Upgrades and continued development of **The Falls in Lucy Park**, a major tourism and recreation feature that the city is working to restore and enhance.
- **Lake Wichita Trail Project:** Construction and expansion of a hike-and-bike trail around **Lake Wichita**, improving outdoor recreation access and connectivity within the city's trail system.

City staff will be at the meeting to provide updates and presentations on the financing plan as well as each of the major projects.

3. BOARD REVIEW / CITIZEN INPUT

The 4B Board conducted a public hearing on March 5, 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 \$6.2M in available cash for new projects.

6. TIMELINE

- March 5, 2026 – 4B Board conducts public hearing and approves funding request;
- March 17, 2026 –City Council to consider ratifying funding for the project.

7. ALTERNATIVE OPTIONS

Delaying the projects until other funding sources can be identified and appropriated.

8. ATTACHMENTS

1. R_4B_CO_Commitment

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by approving funding to the City of Wichita Falls in support of the forthcoming issuance of certificates of obligation by the City, for a term not to exceed twenty (20) years and an annual amount not to exceed \$1,400,000, to assist with several planned capital improvement projects including, but not limited to, renovation of the former Kirby Middle School into the new Police Department Headquarters, The Falls renovation, and the Lake Wichita Section of the Circle Trail.

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 March 5, 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 **\$1,400,000** per fiscal year beginning in fiscal year 2027 for a period not to exceed 20 years as described below and in said corporation's agenda, is approved:

funding to the City of Wichita Falls in support of the forthcoming issuance of certificates of obligation, for a term not to exceed twenty (20) years and an annual amount not to exceed \$1,400,000, to assist with several of the City's planned capital improvement projects

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 17th day of March, 2026.

MAYOR

ATTEST:

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
March 17, 2026
Transmittal Letter**

Agenda Item Number: 12.a.

Agenda Item Name: Resolution accepting the annual financial audit for the fiscal year ended September 30, 2025

Council Action to be Taken: Approval of Resolution

Department Submitted: Finance

Staff Contact:

Stephen Calvert, Director of Finance/CFO

1. PURPOSE / DESCRIPTION

This resolution formally accepts the City's Annual Comprehensive Financial Report (ACFR) and independent audit for the fiscal year ended September 30, 2025, as presented by the City's external auditors. Acceptance acknowledges the Council's receipt and review of the audited financial statements, including the auditor's opinion on the City's financial position, results of operations, and compliance with applicable accounting standards and federal and state requirements. This action satisfies statutory and governance obligations and documents the Council's oversight of the City's financial reporting.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The Texas Local Government Code (Chapter 103) and the city charter (Section 107) require that the city council provide for an independent annual audit of all city accounts. The audit must be filed within 180 days after the end of the fiscal year. In August 2024, Edgin Parkman Fleming & Fleming PC (EPFF) was selected as the firm to perform these audits for the next five years. EPFF is an independent certified public accounting firm that audits the City's financials in accordance with generally accepted auditing standards from the U.S. General Accounting Office's Government Accounting Standards Board (GASB). The firm issued a clean, unmodified opinion which is outlined

in the firm's letter titled "Independent Auditor's Report on Financial Statements."

In addition to performing the audit, the firm assists the finance department in preparation of the City's Annual Comprehensive Financial Report (ACFR) that is submitted to the Government Finance Officer's Association (GFOA) for review as part of its Certificate of Achievement for Excellence in Financial Reporting Program. The City has consistently earned the award for excellence from GFOA for over 30 years and has prepared the ACFR consistent with GFOA's award standards and intends to submit it for consideration for next year's award.

3. BOARD REVIEW / CITIZEN INPUT

The Council's Finance Committee met on March 3rd to review the audit with Paul Fleming with EPFF.

4. RECOMMENDATION

Staff recommends approval of this resolution.

5. FUNDING SOURCE

Not applicable

6. TIMELINE

- September 8-12, 2025 — EPFF staff came on site and completed Interim Field Work and Audit Procedures
- September 30, 2025 — Fiscal Year Ended
- January 5-9, 2026 — EPFF Staff came on site and completed Final Field Work and Audit Procedures
- March 3, 2026 - Audit reviewed with Council Finance Committee

7. ALTERNATIVE OPTIONS

The annual financial audit requires filing with the City Clerk's office within 180 days of the end of the fiscal year.

8. ATTACHMENTS

1. Resolution_AnnualFinancialAuditFY25
2. Opinion Letter Draft

Resolution No. _____

Resolution of the City Council of the City of Wichita Falls, Texas, accepting the City's Annual Comprehensive Financial Report (ACFR) and independent audit for the fiscal year ended September 30, 2025, as provided by the City's external auditors

WHEREAS, the City of Wichita Falls, Texas ("City") is required to prepare an Annual Comprehensive Financial Report (ACFR); and,

WHEREAS, the City engaged Edgin Parkman Fleming and Fleming PC (EPFF), an independent certified public accounting firm to conduct an audit of the City's financial statements for the fiscal year ended September 30, 2025; and,

WHEREAS, the independent auditors have completed their examination of the City's financial statements, and have issued their report thereon which provides reasonable assurance that the City's financial statements are presented fairly; and,

WHEREAS, the City Council's Finance Committee has met with the independent auditors to discuss the financial results and audit findings; and

WHEREAS, acceptance of the ACFR and independent audit reflects the City Council's fulfillment of its governance responsibilities for financial oversight and transparency to the citizens of Wichita Falls.

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

The Council accepts the City's Annual Comprehensive Financial Report (ACFR) and independent audit for the fiscal year ended September 30, 2025

PASSED AND APPROVED this the 17th day of March, 2026.

MAYOR

ATTEST:

City Clerk



EDGIN, PARKMAN, FLEMING & FLEMING, PC

CERTIFIED PUBLIC ACCOUNTANTS

1401 HOLLIDAY ST., SUITE 216 • P.O. Box 750
WICHITA FALLS, TEXAS 76307-0750
PH. (940) 766-5550 • FAX (940) 766-5778

MICHAEL D. EDGIN, CPA
DAVID L. PARKMAN, CPA
A. PAUL FLEMING, CPA
JOSHUA R. HARMAN, CPA

Independent Auditor's Report on Financial Statements

The Honorable Mayor and Members of the City Council
City of Wichita Falls, Texas

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Wichita Falls, Texas (the City) as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City as of September 30, 2025, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Wichita Falls, Texas, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Budgetary Comparison Schedule – General Fund, the schedules on the Texas Municipal Retirement System, the Wichita Falls Firemen's Relief and Retirement Fund, and the Wichita Falls Retiree Health Care Plan be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining financial statements, supporting schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining financial statements and supporting schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining financial statements and supporting schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued under separate cover our report dated March xx, 2026, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Respectfully submitted,

Edgin, Parkman, Fleming & Fleming, PC

March xx, 2026