



City of Wichita Falls City Council Agenda

Notice is hereby given that on April 7, 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) Pastor Anthony Phillips, New Jerusalem Baptist Church

3. Pledge of Allegiance

4. Presentations

- a) Employee of the Month - Adrian Gonzalez, Health Department
- b) Proclamation - National Telecommunicators Week, Wichita Falls Police Department
- c) Proclamation - National Safe Digging Month, Atmos Energy Corporation
- d) Proclamation - National Public Health Week 2026, Wichita Falls-Wichita County Public Health District

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) City Council Meeting March 17, 2026

7. Receive Minutes

- a) 4A WFEDC October 14, 2025
- b) Wichita Falls-Wichita County Public Health Board January 9, 2026
- c) Wichita Falls-Wichita County Homeless Advisory Committee January 14, 2026
- d) Planning and Zoning Commission January 14, 2026
- e) 4A WFEDC January 15, 2026
- f) Planning & Zoning Commission February 11, 2026
- g) Tax Increment Financing #3 Board February 17, 2026

h) Park Board February 26, 2026

8. Ordinances

- a) Ordinance making an appropriation to the Special Revenue Fund in the amount of \$124,416 for the Public Health Preparedness Program from the Texas Department of State Health Services (DSHS) for Program Fiscal Year 2027 (from July 1, 2026, through June 30, 2027); authorizing the City Manager, or his designee, to execute all documents necessary to accept said funds
- b) Ordinance making an appropriation to the Special Revenue Fund in the amount of \$8,000 for grant funding from the Dallas Internet Crimes Against Children Task Force, which is administered by the City of Dallas Reimbursement Program
- c) Ordinance of the City of Wichita Falls, Texas, amending the Code of Ordinance to reduce the maximum speed limit in the City View Elementary School zone #1 and City View Elementary School zone #2 from twenty-five (25) miles per hour to twenty (20) miles per hour; providing for proper signage; providing a penalty clause; providing for codification and declaring an emergency

9. Resolutions

- a) Resolution making appointments to various Boards and Commissions
- b) Resolution authorizing the City Manager to award bid and contract for the 2025 Various Drainage Repairs Project to Freeman Paving, L.L.C. in the amount of \$230,844 for drainage improvements at Expressway Village Park
- c) Resolution awarding bids for one (1) grazing lease at Lake Arrowhead, two (2) grazing leases at Lake Kickapoo, and two (2) hunting leases at Lake Kickapoo for five (5) year terms beginning June 1, 2026 and ending May 31, 2031
- d) Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$400,000 related to the redevelopment planning of the WFEDC-owned property at 3111 Midwestern Parkway (University Town Center project)
- e) Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$640,000 to WPT Power Corporation to assist in facilitating a planned expansion of their current facility at 1600 Fisher Rd.
- f) Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing Kingspan Group plc (UEC-LP) to assume the existing performance agreement between the WFEDC and MA Acquisition Co, LLC (Magic Aire) and providing that all terms of the existing contract remain in effect

REGULAR AGENDA

10. Resolutions

- a) Resolution renaming the “South Weeks Park” to the “Kelly Crush Memorial Park,” located at 2006 Southwest Parkway, Wichita Falls, TX
- b) Resolution Approving a Contract with Texas First LLC for the services of Mitch Bates as Interim Police Chief for the City of Wichita Falls at a rate of \$117.40 per hour
- c) Resolution authorizing a performance agreement and appropriating Tax Increment Financing (TIF) Reinvestment Zone #3 funds to a New Day Empowerment Center (dba House of Empowerment) at 511 Mississippi Ave., for a three (3) year forgivable loan up to \$200,000 to support the expansion of community outreach services with facility improvements upgrading to a commercial kitchen and food preparation area
- d) Resolution authorizing the City Manager to execute a one-year lease with the Wichita Falls Railroad Museum, a Texas nonprofit corporation, for the use of City-owned property located at 501 8th Street with an option to renew for two (2) additional 1 year periods

11. Other Council Matters

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

12. Executive Sessions

- a) Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations and/or to deliberate the offer of a financial or other incentive to a business prospect. (Financial incentives related to WPT Power Corporation, Kingspan Group plc (UEC-LP), New Day Empowerment Center)
- 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 (Lake Ringgold Litigation).

13. Memorial Auditorium Tour, 1300 7th Street

14. Adjourn from the 1st floor of Memorial Auditorium, 1300 7th Street

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>
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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 1st day of April, 2026, at 6:30 o'clock p.m.



City Clerk



City of Wichita Falls City Council Meeting Minutes March 17, 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 1 Whitney Flack
Councilor District 3 Jeff Browning
Mayor Pro Tem/Councilor District 4 Mike Battaglini
Councilor District 5 Tom Taylor

Absent: Councilor District 2 Robert Brooks

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

2. Invocation

Minister Ken Holsberry, Tenth & Broad Church of Christ, gave the invocation.

3. Pledge of Allegiance

Mayor Short led the Pledge of Allegiance.

4. Presentations

a) Proclamation - English Pharmacy Day

Mayor Short read a proclamation proclaiming March 17, 2026, as English Pharmacy Day in Wichita Falls, Texas.

b) Proclamation - Wichita Falls Ballet Theatre Dance Academy Month

Mayor Short read a proclamation proclaiming March 2026 as Wichita Falls Ballet Theatre Dance Academy Month in Wichita Falls, Texas.

- c) Proclamation - American Red Cross Month, American Red Cross Serving Texas Big Country

Mayor Short read a proclamation proclaiming March as American Red Cross Month in Wichita Falls, Texas.

Mayor Short presented a surprise proclamation recognizing Mike Mitchell for receiving the Boy Scouts of America Silver Beaver Award, the highest honor a local council may bestow upon a volunteer for distinguished service to youth within the Boy Scouts of America.

5. Citizen Comments

Tanya Katongole expressed concerns regarding the adult probation department's handling of medical accommodations and the lack of response to submitted complaints. She also raised concerns about alleged retaliation practices and a perceived lack of accountability. Ms. Katongole further noted a shortage of community resources for individuals in need and limited recreational opportunities for teens. She encouraged the City Council to be receptive to citizen concerns and emphasized the importance of unity, collaboration, and community improvement.

Stephen Garner expressed appreciation to the Mayor, City Council, and staff for their support of the Art Walk and efforts to continue the event. He noted the event's importance in bringing the community together and enhancing downtown activity. Mr. Garner also expressed support for Potencia Projects assuming management of the Art Walk, highlighting their 10-year history of successful community events. He voiced optimism about the event's continued success and future growth, as well as broader positive changes taking place in the community, and encouraged the public to attend the upcoming Art Walk.

Crystal Washington shared concerns about transparency and accountability within the City, including the handling of the Victoria Lang case and delays in releasing body camera footage. She noted that responses to public information requests often cite ongoing investigations or litigation and questioned what she views as inconsistencies in how information is released. Ms. Washington also raised concerns about decisions made in executive session, how resources are distributed within the community, and prior ethics-related matters involving council members. She emphasized the need for transparency, accountability, and consistent ethical standards, and encouraged community involvement and voter participation.

Kenny Reynolds, Home for Freedom, provided an update on the organization's efforts to support veterans, including housing homeless veterans through its tiny homes initiative and plans to construct a gate at the county cemetery to honor veterans. He also shared information on upcoming fundraising events, including a golf tournament, a fundraiser at Texas Roadhouse, and a marathon, noting these efforts will support continued development of the organization's programs.

Joel Jimenez spoke in recognition of National Vietnam War Veterans Remembrance Month and encouraged the community, especially young people, to remember the veterans of the community, including those who did not return home. He noted upcoming remembrance events at Sheppard Air Force Base and Lake Wichita Plaza. Mr. Jimenez also expressed his appreciation for Wichita Falls, stating that the city provided him not only a place to live but also an environment where he could succeed and raise his family. He reflected on the love, respect, and sense of belonging he experienced in the community and emphasized the importance of unity, respect, and following the “golden rule” of treating others as we want to be treated.

John Richoux shared concerns about the City’s lawsuit against the Texas Attorney General over public records related to the Lake Ringgold Project. He said the requested information, including land acquisition and contract records, should be accessible to the public and questioned the City’s use of the litigation exception to withhold them. Mr. Richoux referenced legal standards requiring a clear link between withheld records and active litigation, and noted that the Attorney General had already determined the records should be released. He encouraged the Council to reconsider the lawsuit and place a greater emphasis on transparency.

David Coleman encouraged the public to vote for the Hotter’N Hell Hundred as the nation’s best road ride and thanked the City for promoting the effort. Speaking on behalf of the Lake Wichita Revitalization Committee, he also expressed support for Item 11c and urged its approval to allow construction of a proposed trail along Lake Wichita. He noted the project would enhance use of the area and aligns with the intended purpose of 4B sales tax funding, and he thanked the Council, 4B Board, and staff for their efforts to improve the community.

Courtney Sampley spoke regarding concerns with a child currently in the foster care system, stating that a qualified biological grandfather in Wichita County is willing and able to provide care but has not been considered for placement. She expressed concerns about a lack of communication and limited family access, and stated the child is not currently placed with a biological or kinship caregiver. Ms. Sampley also shared concerns about the handling of the case, stating the family feels their concerns have not been fully acknowledged despite multiple attempts to address the issue. She requested that the City look into the matter and consider potential oversight in the process.

Mike Mitchell thanked the Council for the surprise proclamation and expressed appreciation for the recognition. He shared information about the Southwest Rotary Duck Race scheduled for May 30, noting the goal of selling 5,000 ducks and encouraging participation from local nonprofits. Mr. Mitchell also provided an update on the Heart of the Falls City Revitalization efforts, highlighting the recently launched tree abatement program. He explained the program is intended to help residents remove dead or dangerous trees and will continue until funding is exhausted. He thanked the Council and staff for including the program in the budget and recognized Fabian Medellin and Christal Cates for their work on this project.

Consent Agenda - Items 6-9

Moved by Councilor Battaglino to approve the Consent Agenda — Items 6-9.

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 Browning, Councilor Battaglino, Councilor Taylor
NAYS:	None
ABSTAIN:	None

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 11-2026 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 25-2026 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 26-2026 Directing Publication of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation for Public Safety and Park Projects
- c) Resolution 27-2026 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 28-2026 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 29-2026 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 30-2026 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

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

Mayor Short opened the public hearing at 9:18 a.m.

Blake Jurecek, Assistant City Manager, stated that staff met with City View ISD representatives, including Principal Stone, to discuss traffic safety concerns on City View Drive. He noted that the current school zone speed limit is 25 miles per hour and that a request has been made to reduce it to 20 miles per hour. Mr. Jurecek outlined the required process, including a public hearing, traffic study, and Council action, with staff planning to present recommendations at the next meeting.

Principal Stone of City View ISD spoke in support of reducing the school zone speed limit, citing safety concerns stemming from increased traffic, nearby residential development, and students walking and biking to school. He noted existing safety measures and expressed appreciation to staff and Councilor Flack for their responsiveness.

Mayor Short closed the public hearing at 9:23 a.m.

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

Moved by Councilor Battaglino to approve Ordinance 12-2026 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.

The motion was seconded by Councilor Browning.

James McKechnie, Deputy City Manager, gave a presentation on the process and services provided by 21CP Solutions LLC.

A citizen asked if there would be community engagement, and Mr. McKechnie said there would.

John Richoux asked whether the 21CP review would focus on areas of greatest community need, such as locations with higher call volumes, and whether related studies and reports would be transparent and publicly available.

Mr. McKechnie confirmed that the process would include those elements and that final reports and deliverables would be publicly available.

Tanya Katongole asked whether the review would also include the Sheriff's Department and Adult Probation.

Mr. McKechnie clarified that the review applies only to the City police department and noted that the Sheriff's Department and Adult Probation are operated by the County. He advised that concerns regarding those entities should be directed to the County Judge or the County Commissioners.

Valerie Rhodes expressed concern that community stakeholder input is often limited to a small group and encouraged broader outreach to include a more diverse group, particularly those who regularly attend meetings and have direct experience.

James McKechnie agreed and stated that efforts would be made to ensure anyone who wishes to provide input to the 21CP team will have the opportunity.

The motion carried by the following vote:

AYES:	Mayor Short, Councilor Cobb, Councilor Flack, Councilor Browning, Councilor Battaglini, Councilor Taylor
NAYS:	None
ABSTAIN:	None

- 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

Moved by Councilor Battaglini to approve Ordinance 13-2026 amending the Fiscal Year 2026 Budget and authorizing agreement between the City of Wichita Falls and Potencia Projects LLC to manage and operate ArtWalk.

The motion was seconded by Councilor Cobb.

Mr. McKechnie discussed plans to partner with Potencia Projects to continue the ArtWalk.

Ish Duran, President of Potencia Projects, addressed the Council and provided an overview of the organization, its partners, and events, and discussed plans to address safety, funding, and improvements to support and continue the ArtWalk.

Council and management staff expressed appreciation to Potencia Projects and City staff for their work on the project.

Amy Walker asked about the possibility of holding the ArtWalk more than once a month. Mr. Duran noted that the ArtWalk had previously been extended from October through December.

Katherine Phillips expressed concern about maintaining the ArtWalk's culture and cautioned against changes that could be too restrictive for vendors, while acknowledging the importance of safety.

Christina Devore requested that pets not be allowed at the ArtWalk, noting that her service animal was attacked at a prior event.

Crystal Washington asked how vendors would be notified of new rules and whether the trolley would continue to be used.

Mr. Duran stated that multiple methods would be used to communicate with vendors and that there would be flexibility during implementation, with the goal of maintaining the spirit of the ArtWalk.

The motion carried by the following vote:

AYES: Mayor Short, Councilor Cobb, Councilor Flack, Councilor Browning, Councilor Battaglino, Councilor Taylor

NAYS: None

ABSTAIN: None

12. Resolutions

- a) 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

Moved by Councilor Battaglino to approve Resolution 31-2026 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.

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

AYES: Mayor Short, Councilor Cobb, Councilor Flack, Councilor Browning, Councilor Battaglino, Councilor Taylor

NAYS: None

ABSTAIN: None

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

Moved by Councilor Browning to approve Resolution 32-2026 accepting the annual financial audit for the fiscal year ended September 30, 2025.

The motion was seconded by Councilor Cobb.

Paul Fleming with Edgin, Parkman, Fleming, and Fleming P.C. provided an overview of

the City audit, noted that it was a clean audit, and commended staff for their work.

The motion carried by the following vote:

AYES:	Mayor Short, Councilor Cobb, Councilor Flack, Councilor Browning, Councilor Battaglini, Councilor Taylor
NAYS:	None
ABSTAIN:	None

13. 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 expressed support for ongoing City projects, including the 21CP initiative, noting its role in improving transparency and helping identify areas for improvement. He also shared appreciation for local law enforcement, recognizing the challenges of the profession and their commitment to keeping the community safe, and encouraged community involvement and volunteerism.

Councilor Flack shared that it was a great day with many positive things happening in Wichita Falls and expressed excitement about being part of the team. She recognized the work of City staff and others behind the scenes, noting their efforts in budgeting, planning, and partnerships that make projects possible, and stated that the City could not do it without them. She also thanked city leadership for continuing to look for ways to improve and emphasized the importance of ongoing growth. Councilor Flack added that she is excited to see the new opportunities and developments coming to the community.

Councilor Browning echoed and agreed with Councilor Flack's comments.

Councilor Taylor expressed appreciation for the presentations and the City's progress over the past few years, noting he is proud of the Council and staff. He highlighted efforts such as the tiny homes initiative supporting veterans and recognized work in the parks department, noting visible improvements across the city. He also emphasized the importance of reviewing speed limits in residential areas, particularly near schools like City View Drive, and expressed support for the upcoming 21CP safety survey, encouraging inclusion of residents from all parts of the community. He added that he feels positive about the direction the City is heading.

Councilor Battaglini provided an update on the Rosemont Cemetery mausoleum, noting that staff have been out to assess the condition, that they are continuing to work with the family, and that the City is doing what it can to assist. He also shared that he recently spoke with members of the Wichita Falls Police Officers Association and described the conversation as productive. He emphasized support for law enforcement while also supporting accountability, and noted the 21CP review will provide third-party

transparency and help identify areas for improvement. Councilor Battagline also highlighted several upcoming community events and opportunities to support local and veteran organizations, and encouraged the public to participate.

Mayor Short thanked Kenny Reynolds with Homes for Freedom and encouraged the community to support the organization at its upcoming fundraiser. He also invited residents to volunteer at a cleanup at East Lawn Cemetery and highlighted a street-naming ceremony for Francis B. Thompson Memorial Way at New Jerusalem Baptist Church, noting it would honor the Thompson family and celebrate the community. He shared that his granddaughter is celebrating her first birthday and noted that St. Patrick's Day has always been special to him, as it also marks the loss of his mother, making the day both meaningful and reflective. He encouraged residents to come out and take part in community events.

14. Executive Sessions

City Council adjourned into Executive Session at 10:39 a.m. in accordance with Texas Government Code §551.071 and 551.087.

Mayor Short reconvened the meeting in open session at 11:21 a.m. and announced that no votes or further action were taken, and reminded everyone that topics discussed in executive session are confidential and may not be discussed.

15. Adjourn

Mayor Short adjourned the meeting at 11:22 a.m.

PASSED AND APPROVED this 7th day of April, 2026.

Tim Short, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 14, 2025

PRESENT:

Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Brent Hillery	§	
Craig Lewis	§	
Reno Gustafson	§	
Tim Short, Mayor	§	Mayor & Councilors
Mike Battaglino, Councilor, District 4	§	
Tom Taylor, Councilor, District 5	§	
Jeff Jenkins, City Manager	§	City Administration
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Kinley Heggland, City Attorney	§	
Fabian Medillin, Dir of Development Services	§	
Monica Aguon, Senior Assistant City Attorney	§	
Stephen Calvert, CFO & Finance Director	§	
Chris Horgen, Public Information Officer	§	
Paige Lessor, Exec. Legal Asst./Recording Sec.	§	
Moriah Williams, CEO	§	Forward Wichita Falls
Vicki Pratt, Partner	§	
Kirk Peterson, Military Team	§	

1. CALL TO ORDER.

Mr. Leo Lane called the meeting to order at 2:30 p.m.

2. CONSENT AGENDA.

a. Approval of Minutes (August 14, 2025 [Regular Meeting], August 14, 2025 [Special Joint Meeting], & September 18, 2025)

Mr. David Toogood made a motion to approve the minutes as presented. Seconded by Mr. Craig Lewis, and with no further comment, the motion carried 5-0.

b. Financial Report

Mr. Paul Menzies reported that sales tax revenues continue to trend positively, with three consecutive months of strong performance. He is optimistic that this upward trend will continue. There was a brief comment regarding federal government operations, as continued stability would

help maintain current economic momentum.

The bottom-line financials presented include all mall-related expenditures and transactions to date. Significant fund movements occurred this period to support those projects, and those reallocations will be discussed in more detail during the meeting.

Mr. Toogood made a motion to approve the financial report of the consent agenda. Seconded by Mr. Reno Gustafson, and with no further discussion or public comment, the motion carried 5-0.

3. DISCUSSION AND POSSIBLE ACTION TO AMEND THE CORPORATION'S BUDGET FOR FISCAL YEAR 2025-2026 TO REALLOCATE FUNDING FOR ECONOMIC DEVELOPMENT SERVICES.

Mr. Lane and the Board discussed amending the FY2025 and FY2026 budgets for the Wichita Falls 4A Economic Development Corporation. The amendment was necessary because economic development services previously contracted through the Wichita Falls Chamber of Commerce are being shifted to a newly established organization, Forward Wichita Falls.

Ms. Moriah Williams explained that the change reflects a structural separation of Forward Wichita Falls from the Chamber. The amendment does not change the dollar amount or scope of the budget previously approved by both the Corporation and the City Council; it simply reallocates the same approved funding to the new contracting entity, Forward Wichita Falls.

Mr. Gustafson made a motion to amend the FY2025-2026 budget to reallocate funding for economic development services from the Wichita Falls Chamber of Commerce to Forward Wichita Falls, and to authorize assignment of the existing economic development services contract to Forward Wichita Falls in lieu of the Chamber. Seconded by Mr. Lewis, with no further discussion or public comment, the motion carried 5-0.

4. EXECUTIVE SESSION.

Mr. Lane adjourned the meeting into executive session at **2:35 p.m.** pursuant to Texas Government Code §§§§ 551.072, 551.087, 551.071, and 551.074. He announced the meeting back into regular session at **3:15 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further actions were taken on the items in executive session.

5. ADJOURNED.

Mr. Lane asked if the public had any questions or comments. Since there were none, he adjourned the meeting at 3:16 p.m.



Leo Lane, President
WF Economic Development Corporation



WICHITA FALLS-WICHITA COUNTY PUBLIC HEALTH BOARD MINUTES

January 9, 2026

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

BOARD MEMBERS PRESENT:

Keith Williamson, M.D., Chair
Terri Farabee, RN
Morgen Gardner, DDS
Ray Forsythe

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

BOARD MEMBERS EXCUSED ABSENCE:

Melissa Plowman
Rachel Reitan, DNP, FNP-c

Restaurant Association – City Appointment
Citizen At-Large – City Appointment

OTHERS PRESENT:

Amy K. Fagan, M.P.A.
Brandi Smith, BS, RN
Judge Jim Johnson
Mark Beauchamp

Director of Health
Assistant Director of Health
County Judge
County Commissioner

I. CALL TO ORDER

Dr. Williamson, Chair, called the meeting to order at 12:04 pm after a quorum of members was attained.

II. Approval of Minutes & Absences

Dr. Williamson called for a review and approval of the November 14, 2025 minutes.

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

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

III. TB Program Overview

Dr. Williamson introduced Maddison Goodwin, RN. She spoke about TB and went over her presentation, as follows:

TB is often thought of as a disease of the past or a disease that only exists in far off countries. In reality, approximately 13 million people in the United States have latent infection (LTBI). Of those people 5-10% will progress to the active disease if left untreated.

LTBI is a sleeping infection only kept in check by a healthy immune system. LTBI is diagnosed by a positive skin test (TST) or blood test (IGRA) and a negative (or normal) chest x-ray. Active disease is diagnosed by an abnormal chest x-ray and presence of M. tuberculosis in a specimen culture.

Judge Johnson asked a question about a false positive result. Maddison said we do see more false positives with the Quantiferon test than the T-Spot test as it is slightly less specific and a compromised immune system can skew the results. If the positive is considered a “low positive” she would think it

could be a false positive result but if the results are high, she would consider those a positive regardless if follow up testing was negative or indeterminate to be safe.

Judge Johnson asked about how to confirm if the Quantiferon tests were truly positive or a skin test to confirm. Maddison said "Per the DSHS guidelines, they do not recommend performing both skin test and IGRA's together. The IGRA can be repeated if a physician finds it necessary, but we prefer the T-spot IGRA tests at the Health Department as they are less likely to have false positives. Regardless, every positive IGRA and skin tests requires a 2-view chest x-ray to rule out active TB disease. In the presence of symptoms of TB disease, DSHS also recommends 3 consecutive negative sputum samples to rule out active disease."

Most common symptoms are:

- cough > 3 weeks/
- weight loss/no appetite
- fatigue
- night sweats
- fever/chills
- Shortness of breath/chest pain
- Joint/musculoskeletal pain
- Swollen lymph nodes

Treatment for active disease can take 6 months to 2 years to complete. The regimens consist of multiple strong antibiotics that can cause a range of adverse reactions. Patients have to be closely monitored during treatment for signs of toxicity.

Early identification and treatment of LTBI are critical to TB elimination. However, reductions in federal funding have limited the availability of free LTBI treatment. Under current Texas DSHS guidance, our health department is only able to provide LTBI services to high-risk individuals referred through immigration processes or to uninsured patients who are unable to access care through a Federally Qualified Health Center.

Ensuring access to LTBI care requires a community-wide approach. Treatment capacity cannot be managed by specialty providers alone. Strengthening partnerships with local primary care providers is essential to meeting the needs for LTBI treatment within our community. The health department supports these efforts by offering consultation and case-by-case clinical guidance to help ensure individuals with LTBI can access appropriate care.

TB does not always follow a predictable path or presentation. Effective TB control depends on education, access to care, and coordinated systems working together.

Amy spoke about TB and how dangerous it can be. The Health District had our first death last year.

Mark asked about cases in jail. Amy said they will need to be in isolation. Terri Farabee asked how they would pay for the medication? Maddison said the state will help with medication while they are in jail and we can help when they are released.

Ray asked how many cases do we see. Maddison said we see about 1 or 2 cases a year.

Dr. Gardner asked about people that didn't know they were positive. Maddison said they will begin to have symptoms

IV. Immunizations Program Overview

Bethany Buscher, RN, introduced herself as the Immunization nurse. She said Immunizations offers many services:

- Childhood Immunizations
- Adult Immunizations
- Travel Vaccines
- Pregnancy confirmation testing
- TB skin testing
- Titer testing

She said our Immunizations clinic has transitioned into offering appointments as well as walk ins. All clinical services are merged into one clinic offering all services in one convenient location. Same hours – Faster service.

We are called You're Public Health Clinic.

Programs offered are Texas Vaccines for Children (TVFC), Adult Safety Net (ASN), Private Pay immunizations as well as STI Clinic. We accept BCBS-PPO Plans, Aetna, Cigna and Medicaid/Medicare.

Bethany went over the qualifications for the programs.

Bethany mentioned that there are some changes coming in the vaccines.

Amy talked about some changes.

V. Clinic Tour

Amy took the Board of Health and others present on a tour of the new Immunization/STD/TB clinic area.

VI. Next Meeting Date

March 13, 2026

VII. Adjourn

Dr. Williamson adjourned the meeting at 12:46 pm.

Signature



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

**MINUTES OF THE
CITY-COUNTY HOMELESS ADVISORY COMMITTEE**

JANUARY 14, 2026

Present:

Steve Sparks, Chair	§	Committee Members
CEO, Faith Mission	§	
Dr. Louis Wilson, Vice-Chair	§	
M.D., F.A.C.G.	§	
Jeff Watts	§	
Wichita County Commissioner Pct. 4	§	
Mark Beauchamp,	§	
Wichita County Commissioner Pct. 1	§	
Austin Cobb	§	
City Councilor At Large, City of Wichita Falls	§	
Andy Martin	§	
Associate Executive Director of Operations,	§	
Helen Farabee Centers	§	
Jeff Jenkins	§	
City Manager, City of Wichita Falls	§	
James McKechnie, Deputy City Manager	§	Additional Attendees
Amy Fagan, Director of Health, WF-Wichita Co.	§	
Public Health District	§	
Paige Lessor, Exec Legal Asst / Recording	§	
Secretary	§	
Mr. Mike Dotson, CEO	§	Community Healthcare Center
Roger Reeves	§	Thomas Fowler American
	§	Legion Post 169
<u>Absent:</u>	§	
Dr. Louis Wilson, Vice-Chair	§	Committee Member

1. Call to Order.

Mr. Steve Sparks called the meeting to order at 4:00 p.m.

2. Approval of Minutes.

- a) September 15, 2025
- b) November 12, 2025

Mr. Jeff Watts motioned to approve the minutes from September 15, 2025, and November 12, 2025. Seconded by Mr. Austin Cobb, the motion carried 6-0.

3. Business.

- a) **Update on Public Awareness Campaign**

Mr. Austin Cobb reported that the committee's public awareness campaign initiatives have been completed for the current phase. He stated that a public awareness video has been produced, published on the City's website, and aired on KFDX. Additionally, information regarding available community resources, including services provided by Helen Farabee Centers and Base Camp Lindsey, has been added to the Health District's website. Mr. Cobb also shared that he participated in an interview on a KFDX 6 p.m. news broadcast to discuss the committee's work and available resources. He noted that the committee has accomplished the items previously identified for the campaign and suggested allowing the current outreach efforts to run for a period before launching additional initiatives. He recommended that the committee revisit the campaign in one to two months to keep messaging fresh.

Mr. Sparks thanked Mr. Cobb for his work on the campaign and commended the quality of the video and the news interview. Mr. Jeff Jenkins also expressed appreciation for the effort and agreed that the committee should consider refreshing public messaging periodically, such as every couple of months or quarterly, to maintain awareness.

Mr. Sparks suggested that the committee consider incorporating billboards into future outreach efforts and mentioned several potential locations throughout the city. Mr. James McKechnie noted that the City owns the digital sign near the MPEC. He indicated that the committee could explore using that platform in coordination with the City's Public Information Office. Members also discussed the possibility of using that sign for public service announcements highlighting available resources.

Mr. Watts suggested using short social media videos, similar to those he has seen online, featuring brief interviews with individuals experiencing homelessness to share their stories and discuss available resources. Mr. Jenkins indicated he had also seen similar content and agreed it can be impactful. Mr. McKechnie added that short-form content, such as Facebook Reels, could be effective in capturing attention and directing viewers to local resources listed on the website. Mr. Sparks agreed that incorporating locally focused stories could help strengthen community engagement and reinforce the purpose of the campaign, which is to educate the public and connect individuals to available services.

b) Update on Medical Services and

d) Introduction and Discussion with Mike Dotson, CEO of Community Healthcare Center

Mr. Sparks welcomed guest Mike Dotson, Chief Executive Officer of Community Healthcare Center, and invited him to share an update on his transition to Wichita Falls and the organization's work in the community.

Mr. Dotson reported that he has been in Wichita Falls for several months and that the organization has been actively working to address medical staffing shortages. He stated that Community Healthcare Center has been recruiting physicians and nurse practitioners across several service areas and has recently hired additional providers. Mr. Dotson explained that the clinic's adult practice is currently at capacity, and the organization plans to expand patient availability as new providers are onboarded. He noted that Community Healthcare Center offers preventative primary care, dental services, mental health services, and pharmacy services across multiple locations in Wichita Falls. Mr. Dotson also emphasized the importance of partnering with

community organizations to address related needs, such as food insecurity and other social determinants of health that impact patient well-being.

Mr. Sparks asked whether the clinic is accepting new patients. Mr. Dotson stated that the organization is working to expand patient intake as new providers begin practicing and that additional capacity may open soon after an upcoming internal planning meeting. Mr. Sparks noted that Community Healthcare Center could play an important role in supporting services for individuals experiencing homelessness in Wichita Falls and expressed interest in exploring future collaboration.

Mr. Sparks also provided an update regarding medical services initiatives previously discussed by the committee, including the development of medical respite units. He stated that planning is ongoing and that one option being considered is constructing facilities adjacent to the current Faith Mission and Faith Refuge locations. He noted that fundraising efforts for an expansion at Faith Refuge are currently underway, which has limited his ability to focus simultaneously on the respite project.

Mr. Sparks further explained that Dr. Wilson, who was not present at the meeting, has been leading efforts related to street medicine and other medical service initiatives and will provide additional updates at a future meeting.

The committee briefly discussed potential funding sources for medical initiatives following the loss of a previously pursued grant opportunity. Mr. Mark Beauchamp stated that funding through the County's indigent health program may be a possibility, though additional discussions with county auditors would be required to determine eligibility and implementation.

Mr. Sparks also referenced previous discussions regarding a potential 911 Nurse Navigator program. Mr. Watts reported that Paul Hopkins, Director of 911, is willing to meet to discuss the program and indicated that implementation may not be difficult. Mr. Sparks suggested scheduling a meeting with Mr. Hopkins and Dr. Wilson to explore the concept further.

c) Update on Networking and Communication

Mr. Sparks provided an update on networking and communication efforts, particularly regarding the regional Continuum of Care (CoC) serving Wichita Falls and a 16-county area. He reported that the current liaison between the CoC and the Nortex Regional Planning Commission, Diane Morgan, will retire at the end of the month. Mr. Sparks noted that Ms. Morgan manages several programs, including housing and HIV/AIDS initiatives, and that her position is funded in part through a HUD planning grant. He stated that the position has been posted and that the committee will need to wait to see how the role is filled and what direction the new liaison may take.

Mr. Sparks explained that Nortex currently serves as the lead agency for the Continuum of Care because no other entity stepped forward when the program was established approximately fourteen years ago. While the arrangement has functioned well, he noted that Nortex is also a service provider, which can present a potential conflict of interest when administering grants for services it may also provide. He suggested that it could be beneficial for a city or county entity to assume that role in the future.

Ms. Amy Fagan asked whether the City could administer the program through its offices. Mr. McKechnie stated that the City has discussed the possibility and indicated that the most appropriate location might be within the City's Building Services Department, where the Neighborhood Revitalization function currently exists. He noted that the role could potentially align with neighborhood revitalization efforts, but emphasized that the City would first want to meet with Nortex to discuss the possibility before considering taking on that responsibility.

Mr. Jenkins noted that additional exploration would be needed to determine how such a structure could function within a 16-county region and suggested reviewing how other communities have structured similar arrangements.

Mr. Beauchamp asked about the funding source for Ms. Morgan's position. Mr. Sparks explained that part of her role is supported through a HUD planning grant, while Nortex funds the majority of her salary due to her management of other programs. Mr. Beauchamp noted that if regional administration were challenging for the City, the County could explore whether it could assist. Ms. Fagan added that her organization serves multiple counties through various programs and may also be able to explore adjustments if needed. Committee members agreed that all potential options should be considered.

Mr. Jenkins asked how the Continuum of Care will operate temporarily while Nortex seeks a replacement. Mr. Sparks stated that the position has been posted, but he was unsure who would assume responsibility in the interim. He suggested that the committee consider meeting with Dennis Wilde, Executive Director of Nortex, to discuss the program and its future direction. Committee members expressed support for scheduling a meeting to gather additional information. Mr. Sparks also noted that strengthening coordination through the Continuum of Care could improve collaboration and coordinated entry processes and potentially bring additional funding opportunities to the region. Mr. Jenkins suggested forming a small working group that could continue to review and report back to the committee on developments after an initial meeting with Nortex leadership.

Mr. Sparks also shared that Faith Mission plans to implement a new Homeless Management Information System (HMIS) platform called "Resident Tracker," designed specifically for homeless shelters and widely used nationwide. He noted that the system is more user-friendly and cost-effective than the current HUD-designed platform and could potentially serve as an HMIS platform for a Continuum of Care if needed in the future.

Then, Mr. Sparks introduced guest Roger Reeves, who attended the meeting on behalf of the Thomas Fowler American Legion Post 169 and Catholic Charities, noting that Janice McCullough from the Veterans Office was unable to attend.

Mr. Reeves explained that he volunteers with Catholic Charities and works with the Supportive Services for Veteran Families (SSVF) program, which assists homeless veterans. He stated that the program helps connect veterans with housing resources, employment assistance, and potential eligibility for VA benefits. Mr. Reeves shared that his organization has successfully helped several veterans transition off the streets through the program. He provided contact cards to committee members and encouraged them to reach out if they encounter homeless veterans who may need assistance. He noted that while Catholic Charities does not currently have funding available for emergency hotel placements after hours, the program can help veterans access longer-term housing solutions and supportive services.

Mr. Sparks noted that Faith Mission has begun working more closely with Catholic Charities and expressed appreciation for their collaboration. He also emphasized that Wichita Falls has many organizations providing resources to individuals experiencing homelessness, but that the current crisis highlights the need for stronger coordination and collaboration among service providers.

During the discussion, Mr. Reeves also provided an update on the Homes for Freedom initiative, which is constructing small homes for veterans transitioning out of homelessness. He reported that a demonstration tiny home has already been completed and that construction on another unit is expected to begin soon, with each home taking approximately six to eight months to complete. Mr. Reeves noted that additional land will likely be needed to expand the program and offered to assist in coordinating with project leaders, including Christine Benson and Kenny Reynolds.

Mr. Reeves emphasized the importance of supporting veterans experiencing homelessness and stated that connecting them with benefits and housing resources is a key priority of his volunteer efforts. Mr. Sparks thanked Mr. Reeves for attending and for sharing information about available resources. He then asked if there was any additional new business or discussion from the committee.

Additional Business - Right-of-Way Cleanup Coordination & Additional Discussion

Mr. Jenkins provided a brief update on coordination with the Texas Department of Transportation (TxDOT) regarding the cleanup of homeless encampments on state right-of-way. Mr. Jenkins reported that TxDOT has provided a point of contact, Brian Moore, who will assist with coordination when such situations arise. He explained that, depending on site conditions, TxDOT may use equipment such as skid steers, dump trucks, and other machinery to perform cleanup operations. Estimated response timelines vary depending on the circumstances, with general cleanup operations typically taking one to two weeks, while contractor responses may take one to four weeks. In situations involving full cleanup that includes hazardous material removal, TxDOT estimates approximately 1 week from the time the contractor begins work.

Mr. Watts asked whether the City frequently encounters large encampments similar to those seen in other communities. Mr. Jenkins responded that such situations are relatively uncommon in Wichita Falls, though they do occur occasionally. He noted that when encampments are located on state right-of-way, coordination with TxDOT is necessary to determine appropriate cleanup procedures.

Mr. Beauchamp expressed concern regarding situations involving hazardous materials discovered during encampment cleanups. He noted that County road and bridge staff are not trained hazardous material specialists and asked whether there is a unified plan or state-level assistance available for such circumstances. Mr. Jenkins indicated that he would follow up with TxDOT to determine what additional resources or protocols may be available. Mr. McKechnie noted that the City maintains contractors on standby to assist with right-of-way issues and can typically respond quickly when cleanup or mitigation is required.

Mr. Watts then asked Mr. Dotson whether Community Healthcare Center regularly sees individuals experiencing homelessness among its patients. Mr. Dotson stated that the clinic does encounter individuals who are homeless; however, because patient information must be documented, individuals who can provide an address may not always be recorded as homeless in official data. He noted that, anecdotally, the clinic does serve individuals experiencing homelessness.

Before concluding the discussion, Mr. Sparks suggested that he, along with James McKechnie, Amy Fagan, and Jeff Jenkins, meet with Dennis Wildey of Nortex Regional Planning Commission to discuss Continuum of Care coordination further. Committee members agreed that such a meeting would be beneficial, and Chair Sparks indicated he would work to schedule the meeting.

4. Next Meeting Date.

After discussion, the Committee scheduled its next meeting for Wednesday, March 18, 2026, at 4:00 p.m., at the same location.

5. Adjournment.

Mr. Sparks thanked all attendees for their participation and adjourned the meeting at 4:35 p.m.



Steve Sparks, Chair
City-County Homeless Advisory Committee

MINUTES
PLANNING & ZONING COMMISSION

January 14, 2026

PRESENT:

Jeremy Woodward
Blake Haney
Michael Grassi
Lisa Stephens-Musick
Doug McCulloch
Brady Enlow
Jack Browne
Naomi Barron
Teresa Rose

- Chairman
- Vice-Chair
- Member
- Member
- Member
- Member
- Member
- Member
- Alternate 2
- SAFB Liaison

Paul Menzies, Assistant City Manager
Monica Aguon, Deputy City Attorney
Fabian Medellin, Director of Development Services
Rita Miller, Assistant Director of Development Services
Christal Cates, Neighborhood Revitalization Coordinator Planner II
Robin Marshall, Admin Assistant

- City Staff
- City Staff
- City Staff
- City Staff
- City Staff
- City Staff

ABSENT:

Alan Sizemore
Matt Marrs
Luz Lerma

- Member
- Member
- Alternate 1

GUESTS:

Councilor Tom Taylor

I. CALL TO ORDER

The meeting was called to order by Chairman, Mr. Jeremy Woodward, at 2:01 p.m.

II. PUBLIC COMMENTS

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

III. OATH OF OFFICE & SWEARING IN MEMBERS

Director Medellin introduced the new Commission members (Lisa Stephens-Musick and Naomi Barron who were present, and Luz Lerma not in attendance). Christal Cates led the Commissioners with the Oath of Office and then completed the swearing in of the Commission members.

IV. APPROVAL OF MINUTES

Chairman Woodward called for a motion to adopt the December 10, 2025, minutes. Commissioner Brady Enlow made a motion to approve the minutes as presented and Commissioner Blake Haney seconded the motion. With no comments from the public, the motion passed unanimously with a vote of 8-0 in favor.

V. REGULAR AGENDA

Chairman Woodward introduced the case and noted that the applicant is Brad Rogers. He asked if there was a motion to approve the case, Commissioner Doug McCulloch made the motion to approve the case and Commissioner Jack Browne seconded the motion.

1) C 26-01 6580 Jacksboro Highway – RV Park

Consider taking action to allow a recreational vehicle park in a General Commercial (GC) zoning district.

Director Medellin presented the case and informed the Commission that this is the third part in this proposed RV development and explained that this was presented to the Commission this past November as part of a rezone application. The second part took place just a few weeks ago at City Council, where the rezone was approved and the ordinance was signed and has gone into effect. This, being the last part of the project, is the conditional use permit for the RV park. Director Medellin showed slides of the property that is located on the southwest corner of Jacksboro Highway and Rathgeber Road and noted the land uses in the immediate area. He noted a small residential subdivision to the northeast of the applicant's vacant parcel, to the north is vacant land that is zoned commercial. He added, to the east there are some industrial uses in the unincorporated Wichita County, and to the west are a few more residential uses, some multifamily uses and a cemetery as well. To the south is agricultural land that is outside of the city limits.

He explained that the developer is proposing a high-end RV park that will have multiple amenities for their visitors, including everything from a clubhouse to water features, to storage, and even small rental casitas that can be rented for the night. The current proposed site plan has a total of 144 pad sites. From the initial conversations with the developer, staff did have a couple of concerns, specifically with the residential subdivision, directly to the northeast. Those being noise, visual and traffic impacts. To address those, the design team has laid out a site that works with some buffer areas and works with the access points to help mitigate some of those concerns. Director Medellin pointed out the proposed detention pond along the northeast corner and mentioned a separate detention pond that essentially borders the boundary of the residential subdivision. Those ponds, as well as a proposed paved valley, will add physical separation. He told the Commissioners that we generally include, with any commercial development adjacent to residential districts, that screening or visual separation requirement to help protect those residential uses. Director Medellin then discussed the concern for noise, pointing out that one of the respondents to our notification of the project had a concern for the use of generators. But he clarified that the proposed park would have utility connections at each RV site. That helped alleviate those concerns. Lastly is the concern for traffic. He pointed out that the lot does have a unique feature since it has access to the portion of

Jacksboro Highway that is two-way traffic, which will allow for both north and southbound access to the site and egress from the site in the future. This will essentially allow all traffic to be directed to that Jacksboro entrance. Additional photos of the property and the surrounding areas were shown to give a better view of the uses in the area.

It was stated that there were 29 notices sent out to everyone within 200 feet of the proposed site, and out of all the notices sent, there were nine returned that were opposed to the development. The majority of those opposed to the project had concerns regarding their property values and felt the proposed development would decrease the value of their properties.

Director Medellin said, after taking into consideration the proposed design, and the willingness of the owner to cooperate and implement some of those elements that will reduce those concerns, staff does recommend the approval of the conditional use permit for the RV park at 68480 Jacksboro Highway with the following conditions:

- 1) That the property is platted prior to the issuance of a building permit.
- 2) That the access point be taken from Jacksboro Highway and approved by TxDOT.
- 3) That all screening requirements be installed, separating the commercial use from those residential districts and uses.
- 4) The subject site plan complies with all the design guidelines of the zoning ordinance within Section 5640.

Chairman Woodward asked if the applicant was in the audience and if they wanted to make a statement, but they declined at this time.

Chairman Woodward opened discussion with the audience, but no additional comments were made.

The discussion was then opened up to among the Commission. Commissioner Brady Enlow asked what kind of screening might be used? Director Medellin stated that the ordinance specifically requires a 6-foot privacy fence but noted that the ordinance does give the Director the opportunity to accept alternatives. He added, at that close proximity, we want something solid. He also stated that landscaping is allowed to be used as an alternative, but that wouldn't be good for screening for the property. It was asked of Commissioner Enlow if he could add some insight regarding property values. He explained that he can't definitively say in every single case that there is a trend or an absolute, if this is a discount because of its close proximity to an RV park. Adding that it is a case-by-case basis. He said he doesn't have a good answer for the question at this point, as he would need to look at the data, or look at comparable data. Commissioner Lisa Stephens-Musick (former Chief Appraiser - Wichita Appraisal District) said that it's often a property owner that will say that they feel like there will be influence to their property value. She noted that until you have data to support that, an appraiser really doesn't have one way or the other to determine that. Commissioner McCulloch said he understands that there will be utility hookups, but does that mean generators will not be allowed? Stating that generators do put out noise, even with a solid wood fence. Director Medellin stated that the applicant had advised staff that they would be implementing quiet times during night hours, and he invited the applicant to come forward and give additional information regarding generators and quiet time. Mr. Brad Rogers came forward and told the Commission about the fencing that will be put in place and discussed the "quiet times" that will be implemented from 10:00 pm to 7:00 am and said he can't see why a generator would be used when there are utilities provided.

There was discussion regarding the fact that this case is at 30% opposition, and what that does to the legislative. Director Medellin clarified that the supermajority rule is only applicable to zoning amendments, whether that is tax amendments or

boundary changes. The Commission has already been awarded the authority to approve conditional use permits.

With no other questions or comments, Chairman Woodward took the motion to a vote. The motion passed with 8-0 in favor.

2) Chairman Woodward opened the public hearing at 2:16 pm.

R 25-10 2100 & 2226 Airport Drive & 3601 Central Freeway

Consider taking action to rezone +/- 37.61 acres of land from General Commercial (GC) to Light Industrial (LI) located at 2100 & 2226 Airport Drive (95.825 Acres, Abstract 344 – T. Currey, & 13.35 acres out of the R. Brown Survey, Abstract 522), and +/- 60.87 acres of land from Multi-Family Residential (MFR) to Light Industrial (LI) zoning district located at 2100 Airport Drive, 2226 Airport Drive, Property ID #107232, and Property ID #107235 (95.825 Acres, T. Currey Survey, Abstract 344; and 21.36 acres out of the R. Brown Survey, Abstract 522), and amend the Land Use Plan from High Density Residential to Light Industrial to allow for the construction of a data center.

Director Medellin informed the Commission that this case has multiple tracts and changes to multiple zoning districts, which was included in the description of the case. He gave details of the location of the tracts, which includes large acreage between I44 and Spur 325, just on the teardrop that interconnects with 287 (just north of the interchange). And it is just north of Airport Drive. The site currently is undeveloped. Mr. Rogers came to staff looking at the potential for a data center, which these sites are selected based on their proximity to transmission lines or substations. With one bisecting the subject property, it made it an opportunity for the owner and for the developers to come in and propose this specific use. This site is isolated because to the northeastern side is bounded by a railroad the direct (by Spur 325) and on the west there are some industrial uses that are directly adjacent to I-44. To the north there is some undeveloped land, and to the south (Airport Drive) there are a couple of uses. One being a church on the corner of Spur 325, the manufactured home park, a car wash on the corner of I-44/Airport drive, and then some undeveloped land. Staff advised the applicant and developer that there would need to be a cleanup of the zoning designations for the subject tracts. The best option for their proposed use would be Light Industrial. Director Medellin explained that for data centers, our zoning ordinance doesn't specifically reference data centers, however, we have likened them to warehouses essentially just metal buildings that are used to store items within that building. That fits within a Light Industrial designation.

With that, the applicant and property owner submitted petitions to designate the entire subject tract from Multi Family Residential use and General Commercial to the Light Industrial designation, which is currently adjacent to the railroads. Director Medellin proceeded to provide slides of the subject site and surrounding properties. He explained that they are proposing nine separate structures, two stories each, with each floor approximately 7,500 square feet. Each building would be approximately 150,000 square feet, and the entire campus about 1.35 million square feet. The Commission was shown the layout that included parking, detention, and also drives to connect the buildings.

The rezone map was shown to show that they would just be extending that Light Industrial district boundary to the northeast, to encompass the multiple tracts. Then to amend the land use plan to change it from high density residential to light industrial.

Director Medellín then presented the site plan again to talk about some of the impacts. One of the biggest concerns that staff had was water usage, and their potential use of our water system. Working closely with their team and our Public Works/Engineering department, we have calculated that their use (because it's a closed loop system) will use minimal water. Roughly 500,000 gallons to fill the system and have it operational. The only use of water will be for domestic use, which will be their bathrooms, their irrigation system and also a humidifier to help reduce static electricity within the facility. This will be a minimal amount of water used.

Some of the concerns received from our responses were traffic, which staff felt there would be a slight impact on traffic during the construction phase. However, because of its proximity to those two highway systems, and even Airport drive (which is a TxDOT maintained roadway), there will be fast maneuverability for traffic coming in and off the site for the construction of the facilities. Once it's operational, then the traffic impact will drop significantly as compared to the construction phase.

Staff did notify adjacent property owners within 200 feet of the subject sites. A total of 17 notices went out, and staff received nine responses which were all in favor of the proposed rezone. Taking into consideration the end use of the data center, which is essentially just a warehouse that stores these servers and the process which will have minimal impacts and usage to our water supply, staff does recommend approval of the zoning request of 37.61 acres of land from the General Commercial to Light Industrial, and the changing of 60.87 acres of land from Multi Family Residential to Light Industrial at the addresses of 2100 Airport Drive and 2226 Airport Drive, and then amend that land use plan from high density residential to light industrial.

Chairman Woodward asked if the applicant was in the audience, and if they would like to make a presentation. The applicant and the developer were present and said they would answer any questions the Commission might have. Chairman Woodward asked if anyone in the audience had any comments or questions. No additional comments or questions were made.

The public hearing was closed at 2:24 pm by Chairman Woodward.

He asked if there was a motion to approve the case. Commissioner Jack Browne made the motion to approve the case, and Commissioner Blake Haney seconded the motion.

Chairman Woodward stated that the case is closed for public discussion and opened the floor for discussion to the Commissioners.

Commissioner McCulloch asked for clarification on why there were multiple listings of acreage in the action to be taken, and then there are only two listed in the motion. Director Medellín stated that staff were able to condense some of the legal descriptions because they were under the same abstract. It is still a total of 324 acres.

Commissioner Naomi Barron asked if the water was potable and was informed that it was.

Commissioner Browne asked if there will be sidewalks installed as part of the development and was informed that since those are both TxDOT maintained highways staff will have to defer to them if they choose to install any. The City's input is that it is important for accessibility that people be able to walk along that area. Mr. Steve McDaniel, who is part of the development process for the project, said it is something they will consider and are happy and willing to work with the

city, as long as TxDOT is on board with it. He added that they do a lot of housing projects across the state, and they actively push to make sure that there is connectivity for the local community.

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

3) Chairman Woodward opened the public hearing at 2:28 pm.

R 26-01 1712 Seymour Highway

Consider taking action to rezone +/- 0.48 acres of land located at 1712 Seymour Hwy. (Lots 53, 54, & 55, Block 11, Clift) from River Development District (RDD) to General Commercial (GC) zoning district to allow for automotive sales. The applicant is Roman Saldana.

Director Medellin stated that the petition is to change the zoning district to allow for a change in use of a particular structure, an adaptive reuse. He described where the subject site was located and added that the site was a former muffler shop, and for the last couple of years it transitioned to glass sales. The owner would like the use to be allowed for used auto sales.

The River Development district is geared towards recreational uses to complement the river. With this site being a distance from the river, staff felt that a rezone to the General Commercial District to support that use could be merited.

The Commission was shown zoning maps and slides of the property, and properties in the area. It was noted that the nearby cemetery and some of the properties on the south side of Seymour Highway are General Commercial and stated that the General Commercial district does resume once it gets closer to Central Freeway and Brook Avenue. It was pointed out that there are portions, in that area, on Seymour Highway that still remain in the River Development District. The lots around the subject property include a vacant tract, a headstone engraving facility and a vacant convenience store. In addition, there are a couple of other commercial uses just west of the subject property. Staff notified the required adjacent property owners and only received one response that was in favor of the proposed change. In considering the change in use, staff consider the impacts on the future development of the property and adjacent properties. Staff felt that the nature of used auto sales will primarily be during business hours (8:00-5:00), and occasionally on Saturdays. We didn't feel that there would be a great impact on the area, especially with Seymour Highway access to the site.

Staff does recommend approval of the proposed rezoning of the .48 acres of land located at 1712 Seymour Highway from the River Development District to the General Commercial District.

It was offered to the applicant to make any additional comments, but he declined.

Chairman Woodward opened comments and questions to the public, and no one came forward.

Chairman Woodward closed the public hearing at 2:33pm.

Commissioner McCulloch made a motion to approve the case, and Commissioner Haney seconded the motion.

Discussion was opened to the Commissioners, and there were no additional comments or questions.

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

- 4) Chairman Woodward declared this public hearing open at 2:34pm.

R 26-02 3901 Welling Lane & 5300 Kiel Lane

Consider taking action to rezone +/- 188.12 acres of land from Single Family -1 (SF-1) to Light Industrial (LI) located at 3901 Wellington Lane (186.88 Acres, Abstract 66, Dembreski) and 5300 Kiel Lane (Lot 7, Block 1, Miller Height Addition), and amend the Land Use Plan from Low Density Residential to Light Industrial to allow for the construction of a solar array. Applicant is Wichita One, LLC.

Director Medellin stated that the rezone before the Commission is in support of a past decision that the Commission has made. The subject site is just northwest of a rezone that was brought before the board within the last year for a data center located at Wellington/City View/Kiel. Due to the energy that the data center will consume (that draw is regulated by ERCOT), the developer would like to move forward sooner than ERCOT. To do this he is willing to provide energy for the data center by developing a solar array that would be located to the southeast of this subject site.

The subject site is undeveloped land in the northwestern part of the city. The Commission was shown slides of the uses near the site, generally large tract residential uses. There are some residential uses (to the east on Kiel and also further north on Wellington, and south as well). Some commercial industrial uses in the area are an industrial pipe supply company, as well as a contractor storage yard that was previously approved by this board within this past year.

When looking at and considering the proposed use of solar array, staff looked at impacts to the land for future development. For this proposed use, we are just looking at small support structures to hold a solar panel up, additional connectivity connections to electrical equipment (inverters) and energy storage systems. Overall, the land will hardly be touched, which could be redeveloped if other opportunities arise. The other concern that came up from this particular petition with Sheppard Air Force Base, and their concern regarding reflections off the array and then creating bird habitats. Before the applicant submitted his petition, he worked with Forward Wichita Falls, and the Sheppard Air Force Base and was able to come into an agreement with them and had a memorandum of understanding signed that would allow SAFB, and the applicant, to negotiate and discuss mitigating measures. The developer has already committed to doing himself using particular types of panels that reduce and absorb that light. Using netting around the panels themselves that would prevent any wildlife from creating habitats underneath them. He did receive the support from SAFB.

Additional slides with views of the subject property and surrounding properties were shown to the Commission. The rural nature of the area was shown, and how the homes in the area are separated by acreages. Director Medellin showed the proposed layout for not only the data center, but also the array, and how they will be connected and support one another. It was then shown on the rezone map that essentially all that would be done is extending what was previously granted from the southeast, to encompass this subject tract (188 Acres) to allow for him to offset some of those energy needs for the data center. And then, changing that land use plan designation to Light Industrial.

Staff did notify neighboring properties. We only received four responses, three of them being in favor, and one was opposed. The one that was opposed did have some concerns being next to an array and concerns about the creation of electromagnetic fields from this. Organizations that have looked into the matter

(The World Health Organization and the National Institute of Health) have all said that the non-ionized magnetic field created by arrays are not attributable to any health causes or concerns. They don't have the same DNA modifications as X-ray machines would.

Looking at the proposed use, the potential impacts, the assurances that they have already granted, and have received support from Sheppard, staff does recommend the rezone of 188.12 acres of land located at 3901 Wellington and 5300 Kiel Lane from Single Family-1 to Light Industrial and amending the land use plan from low density residential to Light Industrial.

The applicant was not in attendance.

Chairman Woodward closed the public hearing at 2:42pm.

Commissioner Jack Browne made the motion to approve the case, and Commissioner Blake Haney seconded the motion.

Chairman Woodward opened discussion among the Commissioners. Commissioner Enlow questioned if the Memorandum of Understanding is legally binding between the parties. Director Medellin stated that it was, until one of them opts out of that understanding. Adding that there are terms that they have to follow to do that. If they don't do the preventative measures, our airport zoning regulations can enforce those mitigating measures that are agreed upon to the point of being citations.

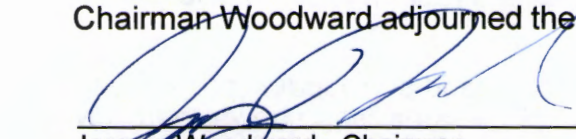
It was also asked if staff has had any discussions with SAFB, and it was stated that staff was in the middle of talks the whole time between the applicant, Forward WF and our Sheppard Liaisons.

Commissioner Barron asked if there was an opportunity for an actual contract instead of a memorandum being drafted. Director Medellin said the Air Force Base has opted for the memorandum, and they usually use these for any solar array or energy consumption, or anything that creates these habitats. He stated that it's the AF Base's preferred method.

With no further questions or comments, Chairman Woodward took the motion to a vote. The motion passed 8-0.

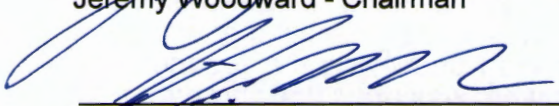
VI. ADJOURN

Chairman Woodward adjourned the meeting at 2:54 pm.



Jeremy Woodward - Chairman

2/11/26
Date



Fabian Medellin, AICP – Director of Development Services

3-13-26
Date

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
JANUARY 15, 2026

PRESENT:

Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Brent Hillery	§	
Reno Gustafson	§	
Craig Lewis	§	
Tim Short, Mayor	§	Mayor & Councilors
Mike Battaglino, Councilor, District 4	§	
Austin Cobb, Councilor-At-Large	§	
Jeff Jenkins, City Manager	§	City Administration
James McKechnie, Deputy City Manager	§	
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Kinley Hegglund, City Attorney	§	
Stephen Calvert, CFO & Finance Director	§	
Monica Aguon, Deputy City Attorney	§	
Paige Lessor, Exec Legal Assist / Recording Sec.	§	
Moriah Williams, CEO	§	Forward Wichita Falls
Vicki Pratt, Partner	§	
Kirk Peterson, Military Team	§	

1. CALL TO ORDER.

Mr. Leo Lane called the meeting to order at 2:30 p.m.

2. CONSENT AGENDA.

a. Approval of Minutes (November 20, 2025)

Mr. Lane opened the floor for comments on the November 20, 2025, minutes. Hearing none, Mr. David Toogood made a motion to approve the minutes as presented. Seconded by Mr. Reno Gustafson with no additional comments from the public, the motion carried 5-0.

b. Financial Report

Mr. Lane noted double-digit increases for the past two months. Mr. Gustafson inquired about the driving factor of the increases. Mr. Stephen Calvert reported that approximately half of sales tax revenue continues to be generated from retail and restaurant activity, which has experienced modest growth of approximately 4–5%. Additionally, the manufacturing and utilities sectors have shown notable increases and have been the primary drivers of overall revenue growth during the reporting period.

Mr. Brent Hillery made a motion to approve the financial report. Seconded by Mr. Craig Lewis, and with no further discussion or public comment, the motion carried 5-0.

3. EXECUTIVE SESSION.

Mr. Lane adjourned the meeting into executive session at **2:33 p.m.** pursuant to Texas Government Code §§§§ 551.072, 551.087, 551.071, and 551.074. He announced the meeting back into regular session at **3:24 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further actions were taken on the items in executive session.

4. ADJOURNED.

Mr. Lane asked if the public had any questions or comments. Since there were none, he adjourned the meeting at 3:24 p.m.



Leo Lane, President
WF Economic Development Corporation

MINUTES
PLANNING & ZONING COMMISSION

February 11, 2026

PRESENT:

Jeremy Woodward
Blake Haney
Doug McCulloch
Alan Sizemore
Lisa Stephens-Musick
Brady Enlow
Matt Marrs
Jack Browne
Luz Lerma
Naomi Barron
Councilor Tom Taylor
Teresa Rose

- Chairman
- Vice-Chair
- Member
- Member
- Member
- Member
- Member
- Member
- Alternate No.1
- Alternate No.2
- Council Liaison
- SAFB Liaison

Paul Menzies, Assistant City Manager
Fabian Medellin, Director of Development Services
Rita Miller, Assistant Director of Development Services
Monica Aguon, Deputy City Attorney
Angela Lu, City Attorney
Christal Cates, Neighborhood Revitalization Coordinator Planner II
Robin Marshall, Admin Assistant

- City Staff
- City Staff
- City Staff
- City Staff
- City Staff
- City Staff
- City Staff

ABSENT:

Michael Grassi

- Member

I. CALL TO ORDER

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

II. PUBLIC COMMENTS

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

III. ELECTION OF COMMISSION CHAIR

Chairman Woodward asked for a motion. Commissioner Lisa Stephens-Musick made the motion to nominate Jeremy Woodward to continue serving as Chairman. Commissioner Blake Haney seconded the motion.

Chairman Woodward opened comments to the public, and then to the Commission. With no additional comments, he took the motion to a vote. The motion passed with a vote of 9-0 for Chairman Woodward to serve an additional year as Chairman of the Commission.

IV. ELECTION OF COMMISSION VICE CHAIR

Chairman Woodward made the motion to nominate Commissioner Blake Haney as Vice Chair. Commissioner Doug McCulloch seconded the motion.

Chairman Woodward opened the floor to comments, and no one added any comments.

Chairman Woodward took the motion to vote, and it passed 9-0.

V. ELECTION OF LANDMARK COMMISSION LIAISON

Director Fabian Medellin explained that this position is a position reserved for only a P&Z member. Commissioner Noros Martin had served as our liaison, so this vote will fill this vacancy.

Commissioner Woodward asked for a motion to nominate a Landmark Liaison. There was some discussion as to the duties of the position, which Director Medellin explained. Chairman Woodward made a motion to nominate Commissioner Lisa Stephens-Musick as the liaison, and Vice Chair Blake Haney seconded the motion. The motion was taken to vote, and it passed 9-0.

VI. APPROVAL OF MINUTES

Chairman Woodward called for a motion to adopt the January 14, 2026, minutes. Commissioner Alan Sizemore made a motion to approve the minutes as presented and Commissioner Matt Marrs seconded the motion.

Chairman Woodward opened comments to the public, and when none were made, he opened comments up to the Commission. Commissioner Jack Browne pointed out that there was an error in the description of the second case on page four. Director Medellin stated that the description can be modified since it was a typographical error, and the minutes then can be signed at the next meeting if approved today.

With no additional comments from the public or the commission, the motion passed unanimously with a vote of 9-0 in favor.

VII. CONSENT AGENDA**P 26-07 – Spragins Addition, Lots 1-B, 2, 3, & 4, Block 1**

Chairman Woodward asked if anything needs to be brought down to the regular agenda, and Director Fabian Medellin stated there was not. Commissioner Matt Marrs made the motion to approve the consent agenda and Commissioner Blake Haney seconded the motion. With no comments from the public or the Commission, the motion passed with a vote of 9-0.

VIII. REGULAR AGENDA**Planning and Zoning Training**

Director Medellin introduced himself, new board members and newly appointed staff, then noted that Christal Cates (from the Planning Department) will now be the P&Z board Liaison. He also explained the P&Z Board is a special board that the

State and the City have adopted, and granted specific land use regulation authorities to.

Some of the items that Director Medellin touched on regarding training:

Attendance – If attendance with a board member becomes an issue, Council does have the ability to grant a new member.

Required training – There is required State training for all board members on the Open Meetings Act and the Public Information Act.

Being a publicly appointed board, all meetings must have a public notice posted in advance of a meeting. All communication (not only with us) is subject to open records requests, including texts and emails amongst yourselves on personal devices.

- The **Open Meetings Act** now requires the posted notice to be 72 hours in advance of the meeting. (That's anytime there is five or more Board members being together to talk about zoning items.) We can no longer include the day of the posting or the day of the meeting, and weekend days can not be included. So, basically a meeting must be posted about a week in advance. The notice will specifically outline what will be discussed and what actions to be taken. There can be criminal penalties if the board does ever convene outside of a public meeting notice. Director Medellin explained that includes conversations via text or email (if there is a group chat). He informed the Commissioners to be careful whenever there is four or more of them in a room (or in a setting, or at an event) and to give each other space.
- Director Medellin then discussed the **Public Information Act**. He explained that any email communication, or any documents/items that the Commissioners have in relation to a specific case, either internally or amongst a Commissioner and staff, is subject to an open records request. He noted that the laws allow for that.

Atty. Monica Aguon (Deputy City Attorney) gave a brief presentation on ethics for the Board. She stated that a couple of rules within the Texas Local Government Code are applicable to the board members, and that the focus is on public transparency, so that there are not any conflicts of interest with the Commission members, that are being hidden.

She cited Chapters 171 and 176 (disclosure requirements), and said a conflict disclosure statement is required if you, or a family member, has employment or other business relationship with a vendor. (Vendor is defined as the applicants that come in for a P&Z case.) She explained that a family member is defined based on the local government code, and said "that's going to include you and certain family members, based on your relationships within degrees of consanguinity and/or affinity," and will also explain their duty to either disclose, or disclose and abstain from participation and/or voting.

Chapter 176—Three ways to be prompted to make a disclosure statement under 176:

- **Taxable income** that one would receive - If you have a relationship with an applicant where you get taxable income of more than \$2500 in the preceding 12 months before the action comes before the board, then you need to make a disclosure statement. You will need to contact the City Clerk, Marie Balthrop, and explain the nature and extent of the conflict of interest. A form will be filled out,

and that will go on file. She stated that when you are considering what constitutes taxable income, it excludes investment income.

- **Gifts** – If within the 12 months preceding the action, you receive a gift or a grouping of smaller gifts (that have an aggregate value of \$100 or more), you will need to make a disclosure, and filing, for that as well. For taxable income and gifts, a disclosure, and the filing of the disclosure, must be done before the contract is executed. For the P&Z Commission, before a vote is taken on an item/case, or have an agreement on what the board will decide to do on a particular case. (Or to be done when you realize that there is a consideration for it.)
- **Familial relationship** – The disclosure, and the filing of the disclosure, is to be done whenever the relationship exists. Family relationship is defined by the code as the third degree of consanguinity or the second degree of affinity. Consanguinity is relationships by blood, and affinity is the relationship by marriage. If there is a question of the degree of an affinity, please contact the City Legal Department.

Atty. Aguon discussed the level of penalties based on the value at issue. The penalties could be a misdemeanor or higher, with jail time and/or fines.

Chapter 171 – Affidavit and abstention from voting required.

Prohibits a local public official from voting on or participating in a matter involving a business entity, or real property, in which the official has a substantial interest.

If an action on the matter will result in a special economic effect on the business that is distinguishable from the effect on the public, or if reasonably foreseeable that an action will have a special economic effect on the value of the property, distinguishable from its effect on the public.

Atty. Aguon said they will need to be aware of it if they have a substantial interest in the applicant that comes before them. She said you can have a substantial interest in the real property that's coming in front of the Commission, and that is going to be based on value. Or you can have a substantial interest in the business itself that comes before the Commission. If it is possible that the action on the action item before the board is going to result in a special economic effect on either the benefit or the value of the land, then you will need to make a disclosure. She added, for the substantial interest in a business entity, there is going to be two ways that will cause reason to make the disclosure, either how much you own in the business or how much you receive by way of income from the business.

Business Entity -

- Owns 10 percent or more of the voting stock or shares of the "business entity" OR owns either 10 percent or more or \$15,000 or more of the fair market value of the business entity; OR
- Funds received by the person from the business entity exceed 10 percent of the person's gross income for the previous year.

Real Property –

- Interest is an equitable or legal ownership with a fair market value of \$2,500 or more.

She told the board that you don't have to have a name on a paper necessarily, so keep that in mind. Once your ownership exceeds more than \$2,500 of the fair market value, then you will have to make the disclosure. Under 171, you have to consider whether you can participate. For that, you will need to go to Marie Balthrop and she can get the disclosure form for you. When you have to make these disclosures, you will have to file the affidavit and possibly abstain, before the

vote. It was noted that she said they would "possibly" have to abstain, and that is because if the majority of the Commission has to abstain and file the disclosures, then you won't have to abstain. That is so business could move forward. It's important to communicate with the legal department and the city clerk's office.

For criminal penalties under 171 – would be a Class A misdemeanor. Confinement in the county jail (up to one year) along with possibly a \$4,000 fine or both.

Director Medellin then continued the training, and discussed the duties of the Commissioners.

The Planning and Zoning Commission is given the authority to name private streets. Those are streets that are usually in commercial developments. The board also has the authority to name public streets. That is done through the platting process, and does have specific requirements to ensure that there is no duplication, and for ease of emergency services.

Some of the other duties of the board that Director Medellin discussed, and explained, are:

- Platting (Preliminary plats, Final/Major plats, Final/Minor plats)
- Site Plan appeals (Reviewing conditions placed on a site plan if the applicant requests such an appeal to the Commission)
- Conditional Uses
- Rezoning and Text Amendments (Recommendations to City Council)
- Plans for city growth (Thoroughfare Plan, Annexations, etc.)
- Modification of Subdivision Regulations

Then, Director Medellin talked about the increase in requests for RV parks. With some of our future, and bigger projects (Data Centers), staff is trying to be proactive and prepare for workforce housing. For one of the planned projects, there could be up to 2,000 contractors working on the site at one time. Staff has looked at other communities that have had these types of projects, and housing has become an issue. Hotels/motels are basically fully occupied, essentially eliminating their convention or meeting spaces. He stated that our current ordinance on RV parks is geared more towards tourism versus the temporary nature of workforce housing.

The intent of a workforce housing plan would be:

- To provide temporary housing solutions.
- To provide regulations to ensure safety.
- Have the Land revert back to prior use.

Discussion was then opened up to the Commission to get their thoughts or concerns on creating temporary housing regulations.

There were some questions regarding our current manufactured parks. Director Medellin explained that the city has only five designated (zoned Manufactured Residential Zoning District *MHR) manufactured parks. They are all locked in at their locations, and the only way any of them could expand is to buy the land around them and rezone the purchased land to make it MHR. He also added that with the existing manufactured home parks there is only about 200 spaces available, so not enough to accommodate the expected influx of temporary workforce. He added that most of the workers will have trailers and/or equipment with them that they will be storing next to their temporary home. That is another reason we may want to distinguish between your everyday manufactured home park.

Director Medellin reiterated that he wanted to create some discussion with the Commissioners on this issue, to be proactive, and to give the board some time to think about it and/or discuss it. Any amendment that would be proposed would have to go through the normal routes, workshops and public meeting, with an actual presentation of specific language. Then a recommendation from the Commission, which would then lead to a presentation to the City Council. So, it will still be a while for that to happen.

Lastly, Director Medellin discussed plans for managing city growth that is considered by Planning and Zoning:

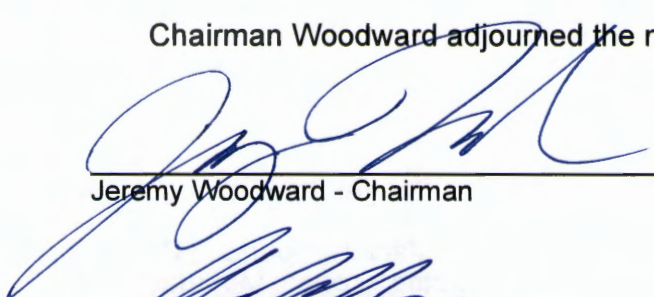
- Land use elements
- Stormwater Master Plan
- Housing Plans
- Historic Preservation Plans
- Airport Plans
- Transportation plans

IX. OTHER BUSINESS

Director Medellin gave a quick City Council update. Two of the rezoning cases that the Commission recommended were approved by the City Council. One of the cases has been tabled. There was some concern from the Council, and the public, of our zoning ordinance, and it being open-ended, with this being an avenue to interject a different use than what's being proposed. The Council was wanting to put conditions on a rezone, which isn't allowed. (It's called conditional zoning). They were wanting to exercise land use rights, or regulation authority, that hasn't been granted to them by ordinance, or by the adoption of an ordinance. So, they tabled that one item. Staff is working with that applicant, and we will likely be coming back to the Commission with a little bit of a different product. Probably in the form of a PUD versus an outright base zoning of Light Industrial.

X. ADJOURN

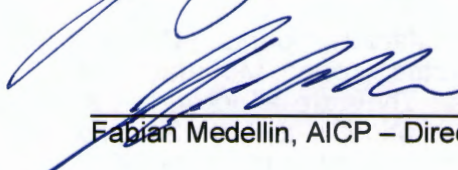
Chairman Woodward adjourned the meeting at 3:11 pm.



Jeremy Woodward - Chairman

3/11/26

Date



Fabian Medellin, AICP – Director of Development Services

3-13-26

Date

MINUTES

Tax Increment Financing #3 Board

February 17, 2026

PRESENT:

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

◆ Member
◆ Member
◆ Member
◆ Member
◆ Member

Paul Menzies, Assistant City Manager
Fabian Medellin, Development Services Director
Stephen Calvert, CFO
Rita Miller, Assistant Director of Development Services
Pat Hoffman, Property Management Administrator
Kinley Heggland, City Attorney
Karen Montgomery-Gagné, Principal Planner
Angela Lu, Senior Assistant Attorney
Robin Marshall, Admin Assistant

◆ City Staff
◆ City Staff
◆ City Staff
◆ City Staff
◆ City Staff
◆ City Staff
◆ Staff Liaison
◆ City Staff
◆ City Staff

ABSENT:

Mark Beauchamp, Wichita Co. Commissioner
Barry Mahler, Wichita Co. Commissioner

◆ Member
◆ Member

I. CALL TO ORDER

The meeting was called to order by Chairperson Mr. Kenneth Haney at 5:45 p.m.

II. APPROVAL OF MINUTES

Chairman Haney asked for a motion to approve the December 16, 2025 and January 15, 2026, minutes. Councilman Tom Taylor made the motion, and Mr. Ray Dixon Jr. seconded the motion.

Chairman Haney asked if anyone had any comments or questions, and none were made.

The motion was then taken to vote, and it passed with a vote of 4-0 (Note: 5th board member arrived after agenda item II).

III. FINANCIAL UPDATE

Director Fabian Medellin gave a quick financial update.

Current funds in the account with interest accrued is a little over 1.6 billion. The split of the funds has been allocated to three project types, 40% towards public projects, 40% towards private projects, and 20% for discretionary funds for the board to use how they see fit and can award to any special projects.

Currently there is a little over \$700,000 in the public and private funds each, and \$361,000 in the discretionary fund.

The board has approved, and allocated funds, for five projects.

- 1) \$200,000 - Façade Improvements (exterior improvements within the zone) and design assistance.

- 2) \$75,000 – Civic Art
 - 3) \$10,000 - House of Empowerment – Design assistance
 - 4) \$10,000 – Zoom Zoom #5 – Design assistance
 - 5) \$50,000 (not to exceed) – Zoom Zoom #5 – Installation of new fuel pumps
- (\$345,000 Total allocations)

Current value remaining in each fund for future allocations:

\$653,000 – Private fund

\$648,000 – Public fund

\$161,000 – Discretionary fund

Director Medellín stated the TIF#3 fund is set to expire the end of 2029, but staff is working through state requirements for the process to extend the zone's term for an additional five years. Funds from the account need to be allocated before expiration of the TIF#3 Zone.

IV. PUBLIC HEARING

Public Hearing regarding a funding request from the House of Empowerment Ministries (New Day Empowerment Center), 511 Mississippi, in support of their community outreach services (meals and life-skill development) through facility upgrades, specifically the remodel, expansion and installation of a commercial kitchen and food preparation area.

Chairman Haney opened the public hearing at 5:55pm.

Ms. Karen Montgomery-Gagné presented the case and indicated staff have worked with New Day Empowerment Center, also known as House of Empowerment, since spring of 2025. She stated they have requested \$275,764 with \$286,000 being the actual project costs for this one component of their improvements.

Staff presentation highlighted the location of House of Empowerment Ministries, noting it was in TIF #3 but outside the 100-year flood plain. Photos were referenced of the facility and surrounding area illustrating existing conditions. The agency serves approximately 100 people every Tuesday evening with home-style cooked meals as part of their recovery programs. The meals have been prepared in a very small, cramped kitchen area and the agency have fed many that are homeless (including teens) that don't have any place to go. The meals help meet basic human needs in order to move forward with the next steps in the addiction recovery classes offered by the organization. Most of the clients are people that just need some help who are (TIF #3, District #2 and Wichita Falls) often marginalized but are trying to move forward with life, obtain jobs and re/connect with family. The agency volunteers making the food try to prepare large-scale meals and serve them using one stove with four burners which only works intermittently. Most volunteers are having to bring the food pre-cooked to the facility, having to store it in one refrigerator, warm the food in the small oven (if it works that week) and utilize chafing dishes to ensure proper temperature every Tuesday. This is a multi-day, very labor-intensive process requiring numerous volunteer cooks. It was noted House of Empowerment also provides classes and outreach services and is a registered tax-exempt entity with the State of Texas.

Staff have worked closely with House of Empowerment for at least six months, and the TIF#3 Board previously authorized \$10,000 to assist them getting started with a design professional. GBA Architects and their construction partners have worked with the applicant to develop the current proposal and preliminary site plan with cost estimates. There are some other major facility improvements, but those are not included in the current funding request. Ms. Montgomery-Gagné explained the applicant is looking at a significant expansion of the pantry

area to include an ice machine, a freezer to store food, a larger refrigerator, and having a stove functional for large scale meals with six burners so they can prepare the food at the facility for their outreach. In addition, there will be a large stainless steel work area, expanded kitchen footprint and 3-compartment sink. Staff explained House of Empowerment has requested significant portion of the commercial kitchen cost from the TIF fund because their source of funding for the outreach program is primarily through donations.

Staff presented a timeline of collaboration with House of Empowerment regarding TIF#3 funds. Staff highlighted the project costs and pointed out that the \$10,000 previously awarded for design assistance was subtracted from the total project costs outlined from the contractor/architect estimate in the packet which is the amount the agency is seeking. An additional pre-development meeting was held with project representatives and actual costs were updated to ensure ancillary costs related to asbestos abatement, etc. were incorporated.

Kimberly Helman, secretary, House of Empowerment, came forward and spoke. She gave a brief description of the work Pastor McGee does for the outreach program and in the community, noting there were many letters of support for the program along with people in attendance who support Pastor McGee. Some of the letters of support are from people who have gone through the Tuesday night outreach program.

Public comments were made by many that have benefitted from the program or volunteered to help with the meals provided.

Mr. John Miesel gave a testimony of his life experiences and abuse that led him into a life of addiction. In May 2022 he got sober and entered the Sober Living Incorporated. Through friends and church, he was introduced to Pastor McGee, Paula McGee, and the House of Empowerment. He described his friendship with the McGee's and his experiences with the Tuesday night outreach program, as well as the impact they have had on him.

Ms. Jessica Dean, Founder and Director of Sober Living Incorporated, spoke and told the audience how the House of Empowerment had recently been scammed by a company that was hired to get the parking lot resurfaced. The agency lost almost \$10,000. She explained all that is done, and the love, care and compassion that is provided to those that go to the Tuesday night dinners. She also described all of the work and care that is done to provide those meals, meals that are provided by many hands.

Mr. Jimmy gave testimony of his life and noted he had been going to House of Empowerment for about a year. He noted the good work that is being done there.

Mr. William Howard detailed his life experiences and addiction. Mr. Howard decided to get sober when his dad passed away. He has been involved with House of Empowerment and has been teaching a restoration class for the last year. He stated there have been countless numbers of people that have been impacted by the House of Empowerment. He mentioned that they will be having a worldwide prison ministry at the facility soon, which will be a fundraiser that will be used to minister to women who have been affected by their loved ones being in prison. He then spoke about Pastor McGee and Paula McGee, and the support they have given him. Mr. Howard has started a daily podcast on Facebook that is seen by a thousand people every day from all over the United States. He spoke on the support given to him, and the support for the program.

Ms. Roberta Graham spoke on the work that is being done for the whole community. She noted the needs of the kitchen, and the difficulties of feeding so many people in a kitchen that

is not functional, from space, layout to non-reliable alliances. The program is a ministry to all people of Wichita Falls, not just to members of House of Empowerment.

Ms. Elizabeth Weld works with Sober Living. She described seeing many women, children and men – homeless from addiction or other adversities - come in to get a hot meal. That is huge to them, and does a world of difference, plus brings them closer to God. This is what the program is all about.

Ms. Erica Hester is a resident of Sober Living Incorporated and has been going to the restoration classes for almost a year. She has been sober, and has had a job, for almost a year. She described her experiences with the kitchen and the outreach and spoke about the work they do all through the year (not only on Tuesday nights) and noted a recent Thanksgiving. She said they went out and brought people in for the Thanksgiving dinner. They took the time to talk with them. The House of Empowerment is more than making meals, there is an impact that goes beyond that. She spoke of the impact that Thanksgiving had on her, and the impact it had on others. Enlarging the kitchen and getting it operational will bless so many more people.

Ms. Kristina Hessen, a member of the church, spoke as a graduate of the program and that she is now a job-holding taxpayer and is in support of funding for the kitchen.

Ms. Christina Ashton, a graduate of Sober Living Inc., stated she has been sober for a year, and the organization has brought a lot of light to her life. She said if it wasn't for Tuesday's and being able to eat at House of Empowerment, she would probably starve. The program is very important.

Discussion followed, noting the program serves food from 6:00 – 8:00 pm, afterwards they have praise and worship, followed by a class. An audience member stated this program hasn't just started in the last couple of years, and noted the church opened in 2008. The church started feeding the homeless and doing things for the community almost immediately after opening. She said if the kitchen could be fixed, and enlarged, they might be able to bring back a program that fed neighborhood kids every Wednesday night.

It was stated if the kitchen was expanded and functional, they could expand their outreach significantly and add more programs. Mrs. McGee informed the board the kitchen does not currently qualify as a commercial kitchen, but with the remodel and improvements it will be considered a commercial kitchen, and House of Empowerment will follow all the health department codes and regulations.

Chairman Haney closed the public hearing at 6:30pm.

V. EXECUTIVE SESSION

Chairman Haney announced the board was going into executive session at 6:32 pm.

Chairman Haney announced that Executive Session was ended at 7:27 pm, and the board will now go back into regular session. Chairman Haney stated that items were discussed in executive session, which are to remain confidential except as provided by law, and there were no votes taken or further action taken.

VI. ACTION ITEM

Consideration and take action on a funding request from the House of Empowerment Ministries, 511 Mississippi, in support of their community outreach services (meals and faith

development) through facility upgrades, specifically the remodel, expansion and installation of a commercial kitchen and food preparation area.

Ms. Sandra Gross introduced a motion in support of House of Empowerment's request for funding to assist with facility improvements, renovation and expansion for a commercial kitchen, with the following stipulations:

1. House of Empowerment shall initially raise \$75,000 that will go into the bank with a hold for this project designation. TIF#3 board must receive confirmation of fund set-aside.
2. House of Empowerment will have a 12-month time frame to raise necessary funds; if the \$75,000 has not been raised, House of Empowerment will need to outline a new plan of action to the TIF #3 board and explain milestones achieved during that period.
3. TIF#3 board pledges, upon meeting the outlined stipulations, to fund up to \$200,000 (for inflationary purposes) for the project. After the \$75,000 is utilized, the TIF board will continue to pay for the remainder of the project up to \$200,000, as a grant, based upon invoices from the contracted construction company and work performed. This will be on a reimbursement process to the contractor upon receipt of invoices. At the end of the project, after a 3-year forgivable loan period and House of Empowerment is still operational, there will be no monies owed back to the TIF#3.

Councilman Tom Taylor seconded the motion. Chairman Haney took the motion to vote, and it passed unanimously with a vote of 5-0. There was discussion on ways for the House of Empowerment to raise the \$75,000, and assistance was offered from some of the board members.

PROCEDURAL NOTE:

Items VII. through X. will be considered at a future meeting due to both time and board quorum constraints.

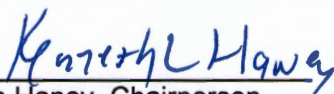
XI. OTHER BUSINESS

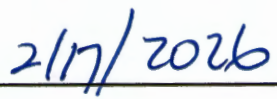
The City Council did agree to allocate and authorize a performance agreement with Zoom Zoom #5 (Nael Trading) for the purchase and installation of new fuel pumps. Staff is actively working with Mr. Kabir to obtain a signed performance agreement. There were delays due the applicant's missed filing with the State Comptroller's office. Upon clearance from the state, the performance agreement can be signed by both Mr. Kabir and the vendor. Then the pump order will be placed by vendor upon receipt of down payment from Mr. Kabir and the City.

The next TIF#3 meeting will be Thursday, March 19th at the MLK Center.

XII. ADJOURN

Chairman Haney adjourned the meeting at 7:40 p.m.


Kenneth Haney, Chairperson


Date

**Wichita Falls Park Board Meeting
February 26, 2026**

**W.F. Recreation Center
600 11th St. Room 205
Time: 1:30pm**

Presiding: Jim Heiman

Members Present: Tim Lockhart, Sandy Fleming, Steve Garner
Larri Jean Jacoby, Jack Roe, Penny Miller

Members Absent: Dawn Ferrell, Josh Phillips, Gary Fieldsend

City Council Representative: Absent

Other: Scott Powell, Kalee Robinson, Jason Roberts

CALL TO ORDER:

Jim Heiman called the meeting to order at 1:30 pm
Kalee Robinson interduced the new Recreation Susperintendent Jason Roberts.

1. APPROVAL OF MINUTES:

The minutes from January 22, 2026 were put before the Board for approval, Penny Miller made the motion to approve the minutes and Steve Garner second the motion.

2. DEPARTMENTAL REPORT:

A. Parks:

- Report was handed out to all members. See Attached
- RC Air Park Dedication to rename to "Eddie Hill Air Park is schedule for Friday March 20, 2026 @ 11:30am at Lake Wichita Park
- Working on plan for the Riverside Cemetery

B. Recreation:

- Report was handed out to all members. See Attached
- 50 plus Zone Coordinator job has been posted
- CVB landed the "Top Gun Fast Pitch Tournament in Oct and will be held at the Softball Complex over 600 players expected.

C. Lake Wichita Revitalization Committee:

- No update

D. Master Plan:

- Working on Parks Foundation Board of Directors, it will consist of 2 Park Board members, 2 City Council members, 3 Citizens and Kalee Robinson will be the "Ex-Offcio member

F. Other Business, Announcements, Comments:

- 4B board agree on 1.5 million for the Tennis Center remodel
- Information on the cost for the "Falls" construction was talked about
- Softball complex restroom remodel is underway

Adjourned: 2:38pm

Signature: _____

Jim Heiman

Park Board Update – Recreation – 2/26/26

50+ Zone

- February visits (as of 2/23) – 3116 (647 unique members). Average 195/day
- 3 Friday band dances – 259 participants total
- Bingo – 485 participants as of 2/24
- 50+ Zone Coordinator job is posted
- Working with vendors for options on weight room equipment replacement
- Jason completed Food Manager training to ensure kitchens at Rec and softball complex are compliant

Athletics

- Spring/summer softball tournament season gets underway with a high school tournament February 26-28 at the softball complex
- Registration is open for spring league softball – anticipate around 50 teams across all divisions
- Bathroom project in progress at softball complex
- Kalee is working on shade quotes
- Interviews next week for Raymond Hessinger's old position (Senior Recreational Maintenance Worker)

Aquatics

- Getting quotes for pump room updates necessary to bring pool up to state code
- Current system isn't capable of moving water quickly enough to meet turnover rate, causing water quality issues
- Secondary sanitation system is needed per code (supplemental chemical designed to kill chlorine resistant bacteria). Vendor will supply the equipment, only cost will be the chemical itself.

Recreation

- Conoco Park Grand Opening & Lucky Leprechaun Dog Parade March 4
- Kid's fishing rodeo March 7 at Plum Lake 10am-12pm
- Spring break youth art camp March 9-12
- March 28 – Spring Fling Easter Festival at Hamilton Park. Pivoting from traditional egg hunt, giving out eggs as prizes for games (some eggs will be winners and earn the child a small Easter bag filled with goodies)
- Concerts in the park almost booked out for May-October
- Looking for a new dance instructor (current one got a full time job)

Tennis

- Pre-league clinic (Feb 17 and 24) – 18 participants
- Private & Group Lessons – January, 38 participants
- Private & Group Lessons – February, 73 participants
- Open play court #9 – 3 participants
- Sunday, February 15th – 1 day attendance record – 119 players

Parks Report 2/26/2026

To help with the suppression of the sandbur (grassbur) problem in high traffic areas in our Parks we have applied pre-emergent around all the playgrounds and shelters.

Crews are continuing with winter projects, painting park facilities, mulching, cutting back our perennial beds and removing dead trees.

The metal roof on the south side of the pavilion at Lucy Land has been replaced.

The Grand Opening of the Conoco Dog Park will take place at 3pm on March 4th. We will have a fun costume contest, a few prizes/giveaways and Animal Services will be joining us as well with some adoptable pets.

The Texas Historical Marker of the Wichita Falls Traction Company was located on a property on Collins and Harrison. The property is going up for auction. The marker has been moved to Bridwell Park and we will be having a Rededication at Bridwell Park on March 19th from 2:30 – 3:00. Riverside brick column has been repaired

Update from last meeting

- Riverside brick column has been repaired
- The new Poligon shelter and picnic table installation at Lucy Park has been completed.





Wichita Falls in Wichita County, Texas — *The American South (West South Central)*

Wichita Falls Traction Company

Inscription. This company, founded by Frank Kell and J.A. Kemp in 1909, played a major role in Wichita Falls' growth during the early 20th century. After purchasing undeveloped land between the city limits and Lake Wichita, the company stimulated demand for it by building an electric streetcar system to the area. With the new ease and speed of travel, what formerly had been the city's outskirts became a convenient place to live. The city grew rapidly along the streetcar route and the company profited from its real estate speculation. Buses replaced the streetcars in 1933.

Erected 1992 by Texas Historical Commission.
(Marker Number 5806.)

Topics. This historical marker is listed in this topic list: [Railroads & Streetcars](#). A significant historical year for this entry is 1909.

Location. 33° 53.812' N, 98° 30.701' W. Marker is in Wichita Falls, Texas, in Wichita County. It is at the intersection of Collins Avenue and Harrison Street, on the right when traveling east on Collins Avenue. The marker is located along the sidewalk near the intersection. [Touch for map](#). Marker is in this post office area: Wichita Falls TX 76309, United States of America. [Touch for directions](#).



Photographed by James Hulse, October 26, 2025

1. Wichita Falls Traction Company Marker

Other nearby markers. At least 8 other markers are within one mile of this marker, measured as the crow flies: [Wichita Falls Woman's Forum](#) (approx. 0.6 miles away); [Bethania Hospital](#) (approx. ¾ mile away); [Wichita General Hospital](#) (approx. ¾ mile away); [St. Paul Lutheran Church](#) (approx. 0.9 miles away); [Riverside Cemetery](#) (approx. 0.9 miles away); [Wichita Falls Junior College](#) (approx. one mile away); [Frank Kell](#) (approx. one mile away);



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STRATEGIC PILLAR

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

City Council April 7, 2026 Transmittal Letter

Agenda Item Number: 8.a.

Agenda Item Name: Ordinance making an appropriation to the Special Revenue Fund in the amount of \$124,416 for the Public Health Preparedness Program from the Texas Department of State Health Services (DSHS) for Program Fiscal Year 2027 (from July 1, 2026, through June 30, 2027); authorizing the City Manager, or his designee, to execute all documents necessary to accept said funds

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

Department Submitted: Health

Staff Contact:

Amy Fagan, Director of Public Health

1. PURPOSE / DESCRIPTION

The grant agreement is with the Department of State Health Services (DSHS), a pass-through entity for the Centers for Disease Control and Prevention (CDC), to perform activities in support of the Public Health Emergency Preparedness (PHEP) Cooperative Agreement.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

DSHS will provide \$124,416; there continues to be a required match of 10% or \$12,442, which makes the entire contract amount \$136,858. The match requirement is met by in-kind services from the City of Wichita Falls. The Health Department has been a recipient of this type of funding since 2002.

A Public Health Preparedness Program Manager (part time) and Public Health Preparedness Specialist (full time) are employed with this funding, and are responsible for mitigation, planning, response and recovery activities associated with a public health emergency. This funding is intended to support the public health system and to assure

readiness and response capability to respond effectively to a range of public health threats, including infectious diseases, natural disasters, and other biological incidents. Staff are required to update plans and train other Health Department staff members; additional activities include working with other local, regional, and state medical and preparedness partners to ensure adequate and timely training, response, and recovery capabilities.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Approval of the ordinance

5. FUNDING SOURCE

Special Revenue Fund (2392443 - Public Health Emergency Response) \$124,416

6. TIMELINE

July 01, 2026 – June 30, 2027

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Ord - Health Dept. PHEP Grant

Ordinance No. _____

Ordinance making an appropriation to the Special Revenue Fund in the amount of \$124,416.00 for the Public Health Preparedness Program from the Texas Department of State Health Services (DSHS) for Fiscal Year 2027; authorizing the City Manager, or his designee, to execute all documents necessary to accept said funds.

WHEREAS, the Health Department and the Department of State Health Services desire to enter into a contract for continued public health services; and,

WHEREAS, the project period for these funds does not align with the fiscal year.

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

There is hereby appropriated in the Special Revenue Fund \$124,416 for the Public Health Preparedness Program, and the City Manager is authorized to enter into a contract with the Department of State Health Services for the Wichita Falls-Wichita County Health District.

PASSED AND APPROVED this the 7th day of April 2026.

MAYOR

ATTEST:

City Clerk



**City Council
April 7, 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: 8.b.

Agenda Item Name: Ordinance making an appropriation to the Special Revenue Fund in the amount of \$8,000 for grant funding from the Dallas Internet Crimes Against Children Task Force, which is administered by the City of Dallas Reimbursement Program

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

Department Submitted: Police

Staff Contact:

Scott Vaughn, Deputy Chief

1. PURPOSE / DESCRIPTION

Ordinance making an appropriation to the Special Revenue Fund in the amount of \$8,000 for grant funding from the Dallas Internet Crimes Against Children Task Force, which is administered by the City of Dallas Reimbursement Program.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The City of Wichita Falls has been invited to participate in the Internet Crimes Against Children Task Force Reimbursement Program funded by the Dallas Internet Crimes Against Children Task Force, which is an affiliate of the Department of Justice with funding totaling up to \$8,000.00 with no cash match required. This is a reimbursement grant, which requires the grantee to expend the funds and then submit for reimbursement. The Wichita Falls Police Department intends to use these funds to assist in the purchase of digital forensics equipment, software upgrades, training, and travel expenses related to the Internet Crimes Against Children Task Force.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Approval of the proposed ordinance.

5. FUNDING SOURCE

Special Revenue - Dallas Internet Crimes Against Children (2803345)

\$8,000 Grant funding from the Dallas Internet Crimes Against Children Task Force (no matching funds required).

6. TIMELINE

N/A

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Ordinance ICAC Grant 2026
2. Interlocal Agreement for Internet Crime Investigations

Ordinance No. _____

Ordinance making an appropriation to the Special Revenue Fund in the amount of \$8,000.00 for grant funding from the Dallas Internet Crimes Against Children Task Force, which is administered by the City of Dallas Reimbursement Program

WHEREAS, the City of Wichita Falls has been invited to participate in the Internet Crimes Against Children Task Force Reimbursement Program funded by the Dallas Internet Crimes Against Children Task Force in the amount of \$8,000.00 with no cash match required; and,

WHEREAS, the use of these funds are planned to be used by the Wichita Falls Police Department to assist in the purchase of digital forensics equipment, software upgrades, training, and travel expenses related to the Internet Crimes Against Children Task Force.

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

There is appropriated \$8,000.00 in the Special Revenue Fund from the Dallas Internet Crimes Against Children Task Force Administration reimbursement program, and the City Manager is authorized to execute all documents necessary to accept said funds on behalf of the City of Wichita Falls.

PASSED AND APPROVED this the 7th day of April 2026.

MAYOR

ATTEST:

City Clerk

INTERLOCAL AGREEMENT

CITY OF DALLAS AND THE WICHITA FALLS POLICE DEPARTMENT

STATE OF TEXAS

COUNTY OF DALLAS

This INTERLOCAL AGREEMENT is made and entered into by and between the City of Dallas, hereinafter called "City" and the Wichita Falls Police Department, Texas, hereinafter called "Wichita Falls Police Department."

WITNESSETH:

WHEREAS, the Interlocal Cooperation Act, Chapter 791, Texas Government Code, provides authorization for any local government to contract with one or more local governments and with agencies of the State of Texas to perform governmental functions and services under the terms of this act; and

WHEREAS, the Internet Crimes Against Children (ICAC) Task Force is a grant program funded under an award by the United States Department of Justice, hereinafter called "DOJ" through their Office of Juvenile Justice and Delinquency Prevention, hereinafter called "OJJDP" under the Federal Missing and Exploited Children's Program; and

WHEREAS, City and the Wichita Falls Police Department desire to enter into an agreement regarding the North Texas (Dallas) Internet Crimes Against Children Task Force; and

WHEREAS, the City of Dallas, for its Police Department, has applied for and received from the DOJ a grant to target child solicitation and child pornography over the Internet in the State of Texas, the grant period runs from October 1, 2025 through September 30, 2026; and

WHEREAS, the grant is entitled Internet Crimes Against Children Grant (Grant Number 15PJDP-25-GK-01588-MECP), hereinafter called "Project", and

WHEREAS, the Dallas Police Department has asked the Wichita Falls Police Department to participate in fulfilling the purpose of the grant.

NOW THEREFORE, THIS INTERLOCAL AGREEMENT is hereby made and entered into by City and the Wichita Falls Police Department for the mutual consideration stated herein:

I.

For consideration hereinafter agreed to the Wichita Falls Police Department undertakes, covenants and agrees to:

1. Provide staff and resources to prosecute Internet crimes against children within its jurisdiction so as to assist the Internet Crimes Against Children Grant Project in achieving its goals.
2. Accept criminal case referrals for prosecution as appropriate that may be forwarded from the Dallas Police Department.
3. Input monthly performance measures in IDS by the 5th of every month.
4. On a quarterly basis provide the Dallas Police Department with an activity report describing cases prosecuted by personnel funded by this Grant.
5. Maintain documentation of all partial salary and overtime expenditures which are to be reimbursed by the Internet Crimes Against Children Grant. This documentation will include the name and title of the person earning the salary or overtime, the date(s) worked, the number of hours worked, the exact payment amount to be charged to the Grant, the employee's hourly and overtime pay rate as appropriate, and a brief explanation of the activity undertaken to earn the salary or overtime. This expenditure report must carry an original signature of a Wichita Falls Police Department official and be supported by departmental payroll records which correspond to the salary or overtime payments. This salary and overtime expenditure report and support documentation will be submitted to the Dallas Police Department at the time reimbursement is requested.
6. Maintain documentation of all travel and training expenditures which are to be reimbursed by the Internet Crimes Against Children Grant. This documentation will include the name and title of the person travelling or receiving training, the dates and location of travel or training, the exact payment amount to be charged to the Grant, and a brief explanation of the purpose of the travel or training. This expenditure report must carry the signature of a Wichita Falls Police Department official and be supported by receipts, invoices, or other appropriate documentation. This travel and training expenditure report and support documentation will be submitted to the Dallas Police Department at the time reimbursement is requested.
7. Maintain an up-to-date and itemized inventory list of all supplies, equipment, or services purchased by the Wichita Falls Police Department with funds from the Internet Crimes Against Children Grant. Inventory list entries of major hardware items such as computers, monitors, printers, FAX machines, and the like must also include the brand name and model, serial number, the Wichita Falls Police Department's property inventory tag number assigned to the specific item, and the current physical location of the property. This inventory list must be supported by receipts, invoices, or other appropriate documentation. The inventory list will be submitted to the Dallas Police Department when requested.

8. Allow the Internet Crimes Against Children Grant Manager or his/her designate to make one or more on-site visits for the purpose of assessing the compliance of the Wichita Falls Police Department with the provisions of this Interlocal Agreement and the provisions of Circular A-133 issued by the United States Office of Management and Budget regarding audits of states, local governments, and non-profit organizations.
9. When requested, provide the Dallas Police Department with a copy of the Wichita Falls Police Department's most recent Single Audit Report and, if appropriate, a written statement describing any necessary corrective action identified in that Audit Report.

II.

As consideration for the services contracted herein, the City agrees to reimburse the Wichita Falls Police Department a sum not to exceed **EIGHT THOUSAND AND 00/100 DOLLARS (\$8,000.00)**. This sum is to reimburse the Wichita Falls Police Department for expenses incurred for partial salary of a grant-sponsored position, overtime, training, travel, and/or equipment as deemed necessary and appropriate by the Wichita Falls Police Department for its operations to combat Internet-related crimes against children. The Wichita Falls Police Department may invoice the City for reimbursement of expenses under the terms of this agreement up to six times, but no reimbursement request will be accepted after September 30, 2026. Reimbursement for allowable expenses incurred shall be made by the Dallas Police Department to the Wichita Falls Police Department as quickly as possible after receipt of invoices detailing the expenses to be reimbursed.

Reimbursement requests, with all supporting documentation, shall be mailed to:

Sgt. Kristin Alvarado
Dallas Police Department
1400 Botham Jean Street
Dallas, Texas 75215-1815

The Contract amount may increase if, in the future, additional funds become available to grant to WICHITA FALLS POLICE DEPARTMENT. If additional funds are available in the future to grant to WICHITA FALLS POLICE DEPARTMENT, CITY will give written notice and WICHITA FALLS POLICE DEPARTMENT may accept or reject the additional funds by giving written notice of the intent to the CITY.

III.

During the performance of this Interlocal Agreement, the Wichita Falls Police Department agrees to the following:

1. It will, to the extent permitted by law, accept liability, under the Worker's Compensation Act, in the event personal injuries occur to its employee(s) while engaged in Project activities.
2. It shall, to the extent permitted by law and during the entire time of participation, maintain sufficient insurance to cover its obligation and liability for its

employee(s). This will include, but is not limited to, coverage of the employee and vehicle, while operating a vehicle, where applicable.

3. It may, in lieu of purchasing liability insurance, elect to be self-insured but will be responsible for all risks of loss and actual loss as specified herein.
4. Any and all equipment and supplies purchased with Grant funds by the Wichita Falls Police Department will remain property of the Wichita Falls Police Department.

IV.

The term of this Agreement shall be from October 1, 2025, through September 30, 2026. This Agreement may be extended by mutual agreement of the parties hereto or terminated by either party upon thirty (30) days prior written notice thereof to the other of its intention to terminate upon the date specified in such notice. If at which time during the grant period, the City of Dallas receives an extension to the original grant, the Contract may be extended further by CITY giving WICHITA FALLS POLICE DEPARTMENT written notice of new term.

V.

Any notice, payment, statement, or demand required or permitted to be given hereunder by either party to the other may be affected by personal delivery in writing or by mail, postage prepaid. Mailed notices shall be addressed to the parties at the addresses appearing below, but each party may change its address by written notice in accordance with this section. Mailed notices shall be deemed communicated as of three days after mailing.

If intended for City, to:

Daniel C. Comeaux
Chief of Police
Dallas Police Department
1400 Botham Jean Street
Dallas, Texas 75215

Copy to:

Kimberly Tolbert
City Manager
City of Dallas
City Hall, Room 4/E/N
1500 Marilla Street
Dallas, Texas 75201

If intended for the
Wichita Falls Police Department, to:

Scott Vaughn
Deputy Chief of Police
610 Holliday
Wichita Falls, TX 76301

VI.

This Agreement may be amended by the mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.

VII.

In case any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

VIII.

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this agreement, which is not contained herein, shall be valid or binding.

EXECUTED this ____ day of _____, 2026, by the CITY, by and through its duly authorized officials pursuant to Dallas City Council Resolution No. 26-0336, and by the Wichita Falls Police Department by and through its duly authorized officials. However, the effective date of this Agreement is October 1, 2026.

Recommended By:

Daniel C. Comeaux
Chief of Police

APPROVED AS TO FORM

Tammy L. Palomino
City Attorney

By: _____
Assistant City Attorney *TRB*

CITY OF DALLAS

Kimberly Tolbert
City Manager

By: _____
Assistant City Manager

APPROVED AS TO FORM

Kinley Heggland
City Attorney

By: _____
Assistant City Attorney

CITY OF WICHITA FALLS

Jeff Jenkins
City Manager

By: _____
City Manager

February 11, 2026

WHEREAS, the City of Dallas applies for grant funds available from the U.S. Department of Justice to aid missing and exploited children; and

WHEREAS, the services of the Dallas County District Attorney's Office, Tarrant County District Attorney's Office, and Collin County District Attorney's Office. Collin County Sheriff's Office, Tarrant County Sheriff's Office, Denton County Sheriff's Office, Grayson County Sheriff's Office, Henderson County Sheriff's Office, Smith County Sheriff's Office, Abilene Police Department, Amarillo Police Department, Arlington Police Department, Fort Worth Police Department, Frisco Police Department, Garland Police Department, Grand Prairie Police Department, Irving Police Department, Longview Police Department, Lubbock Police Department, Mesquite Police Department, Wichita Falls Police Department, Wylie Police Department, and the Dallas Children's Advocacy Center are approved by the execution of cooperative working agreements; and

WHEREAS, the Internet Crimes Against Children Grant for the period October 1, 2025 through September 30, 2026, Grant No. 15PJDP-25-GK-01588-MECP was awarded to the City of Dallas; and

WHEREAS, execution of the cooperative working agreements with various Police Departments, District Attorney's Offices, Sheriff Offices, and the Dallas Children's Advocacy Center, per the attached Schedule B they must be authorized by the Dallas City Council.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to execute cooperative working agreements through the 2025-2026 Internet Crimes Against Children Grant with various Police Departments, District Attorney Offices, Sheriff Offices, and the Dallas Children's Advocacy Center as requested for the investigation, prosecution, education, and counseling activities related to the Dallas Internet Crimes Against Children Task Force response to Internet related sexual exploitation of children for the period October 1, 2025 through September 30, 2026, approved as to form by the City Attorney.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for approved grant related expenses.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$275,000.00 from the OJJDP FY25 Internet Crimes Against Children Task Force Grant Fund, Fund F815, Department DPD, Unit 684Y, Object 3099, Master Agreement Service Contract No. MASC-DPD-2026-00029645, per the attached Schedule B.

260336

February 11, 2026

SECTION 4. That this contract is designated as Contract No. DPD-2026-00029645.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



SCHEDULE B
Federal - Internet Crimes Against Children Continuation Grant
Fund F815, Unit 684Y

Agency	2025-26 Allocation	Fund	Dept.	Unit	Obj	Master Agreement Number	Commodity	Vendor No.
1 Abilene Police Department	\$ 9,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC16266
2 Allen Police Department	\$ 5,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VS0000040342
3 Amarillo Police Department	\$ 12,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	520020
4 Arlington Police Department	\$ 17,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	520488
5 Collin County District Attorney's Office	\$ 10,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	214184
6 Dallas Children's Advocacy Center (Scholarships)	\$ 34,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC0000008139
7 Dallas County District Attorney's Office	\$ 10,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC16266
8 Denton County Sheriff's Office	\$ 10,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	263854
9 Fort Worth Police Department	\$ 20,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	CSCTSO195
10 Frisco Police Department	\$ 12,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC16273
11 Garland Police Department	\$ 14,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC0000008781
12 Grand Prairie Police Department	\$ 12,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	268175
13 Grayson County Sheriff's Office	\$ 12,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	256147
14 Henderson County Sheriff's Office	\$ 8,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC26378
15 Irving Police Department	\$ 13,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VS0000004799
16 Longview Police Department	\$ 13,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	242336
17 Lubbock Police Department	\$ 14,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	516382
18 Mesquite Police Department	\$ 5,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC0000009161
19 Smith County Sheriff's Office	\$ 5,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	930026
20 Tarrant County District Attorney's Office	\$ 8,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	TBD
21 Tarrant County Sheriff's Office	\$ 8,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC0000006114
23 Wichita Falls Police Department	\$ 8,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VC0000008139
24 Wylie Police Department	\$ 6,000.00	F815	DPD	684Y	3099	MASC - DPD-2026-00029645	95217	VS00000069227
Grand Total	\$ 275,000.00							

*This schedule is not limited to the agencies listed

260336



**City Council
April 7, 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: 8.c.

Agenda Item Name: Ordinance of the City of Wichita Falls, Texas, amending the Code of Ordinance to reduce the maximum speed limit in the City View Elementary School zone #1 and City View Elementary School zone #2 from twenty-five (25) miles per hour to twenty (20) miles per hour; providing for proper signage; providing a penalty clause; providing for codification and declaring an emergency

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

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), which was conducted at the March 17, 2026, City Council meeting. This is the associated Ordinance that will change the posted school zone speed limit.

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.

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, speed study, and presentation of the ordinance to the City Council for consideration.

4. RECOMMENDATION

Approval of Ordinance

5. FUNDING SOURCE

General Fund Traffic Engineering - Signs (1007100-77451)

6. TIMELINE

As soon as the signs are printed, they will be installed.

7. ALTERNATIVE OPTIONS

Council has the option to leave the speed limit as is.

8. ATTACHMENTS

1. Ord - City speed limit changes
2. Exhibit 1.Speed Study
3. Traffic Analysis - Cityview Drive School Zone Speed Reduction-04012026

Ordinance No. _____

Ordinance of the City of Wichita Falls, Texas, amending the Code of Ordinance to reduce the maximum speed limit in the City View Elementary School zone #1 and City View Elementary School zone #2 from twenty-five (25) miles per hour to twenty (20) miles per hour; providing for proper signage; providing a penalty clause; providing for codification and declaring an emergency.

WHEREAS, the City Council of the City of Wichita Falls, Texas (the "City Council"), is authorized under Texas Transportation Code § 545.356 to alter prima facie speed limits on highways within the municipality from the results of an engineering and traffic investigation; and,

WHEREAS, Texas Transportation Code § 545.357 provides that, on request of the governing body of a school, the municipal governing body shall hold a public hearing at least once each calendar year to consider prima facie speed limits on highways near such school, and upon review of the results of an engineering and traffic investigation, the municipal governing body has the authority and discretion to alter prima facie speed limits as provided by § 545.353, § 545.355, or § 545.356, as applicable; and,

WHEREAS, the Texas Transportation Commission, pursuant to Texas Transportation Code § 545.353, has the authority to alter prima facie speed limits from the results of an engineering and traffic investigation on officially designated or marked highways of the state highway system, and the City Council exercises equivalent authority for highways within its jurisdiction that are not part of the state highway system under Texas Transportation Code § 545.356; and,

WHEREAS, Title 43, Texas Administrative Code § 25.23, governing speed zone studies, provides the methodology for establishing reduced school speed limits based on engineering and traffic investigations, including 85th percentile speed studies; and,

WHEREAS, an engineering and traffic investigation has been conducted in accordance with applicable state law and administrative rules for the designated school zone on City View Drive within the City of Wichita Falls; and,

WHEREAS, the results of said engineering and traffic investigation support the reduction of the speed limit in the designated school zones from twenty-five (25) miles per hour to twenty (20) miles per hour during active school zone hours; and,

WHEREAS, the City Council finds that a speed limit of twenty (20) miles per hour in designated school zones is reasonable, safe, and necessary for the protection of

children, pedestrians, and the traveling public in the vicinity of schools within the City; and,

WHEREAS, the City Council has previously held a public hearing on this matter and has determined that the reduction of the school zone speed limit serves the public health, safety, and welfare of the citizens of Wichita Falls; and,

WHEREAS, several schools have ceased operations and, therefore, shall be removed from the Code of Ordinances.

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

1. Amendment – City View Drive School Zones Speed Limit

(a) The Code of Ordinances of the City of Wichita Falls, Texas, is hereby amended to provide that the maximum speed limit for City View Elementary School Zone #1 along City View Drive, 288 feet south of the intersection of City View Drive and Crescent Lane to 394 feet north of the intersection of City View Drive and Iowa Park Road, shall be twenty (20) miles per hour during the periods when school zone speed limits are in effect, as indicated by posted signage or activated flashing beacons. This speed limit shall apply during the following periods:

- (1) When flashing beacons on school zone signs are activated; or
- (2) During the times posted on school zone signage when such signs do not include flashing beacons; or
- (3) Whenever children are present in a school zone, as indicated by appropriate signage.

(b) The Code of Ordinances of the City of Wichita Falls, Texas, is hereby amended to provide that the maximum speed limit City View High School Zone #1 along City View Drive, from the intersection of City View Drive and Longview Street to 275 feet south of the intersection of City View Drive and Wrangler Drive, shall be twenty (20) miles per hour during the periods when school zone speed limits are in effect, as indicated by posted signage or activated flashing beacons. This speed limit shall apply during the following periods:

- (1) When flashing beacons on school zone signs are activated; or
- (2) During the times posted on school zone signage when such signs do not include flashing beacons; or
- (3) Whenever children are present in a school zone, as indicated by appropriate signage.

2. Amendment – Removal of School Zone Speed Limits

The Code of Ordinances of the City of Wichita Falls, Texas, is hereby amended to remove the following school zones due to the schools no longer being in operation:

Notre Dame Elementary School Zone #2: From 43 feet east of the intersection of York Street and Belgrave Court to 37 feet east of the intersection of York Street and Pennsylvania Road.

Wichita Falls Old High School Zone #1: From the intersection of Avenue H and Monroe to the intersection of Avenue H and Giddings Street.

Wichita Falls Old High School Zone #2: From the intersection of Coyote Boulevard and Avenue F to the intersection of Coyote Boulevard and Avenue H.

Roads shall revert to the speed limit as posted.

3. Amendment to Sections 102-109(c)

Sections 102-109(c) of the Code of Ordinances of the City of Wichita Falls are amended to read as follows:

Table 102-109(c)
School Speed Zones

Name of Zone		Street	Location of Zone	Altered Prima Facie Speed Limit (MPH)
Alamo Elementary School	Zone #1	11th St	From 69 feet east of the intersection of Harrison and 11th to 33 feet west of the intersection of Denver and 11th	20
Alamo Elementary School	Zone #2	Van Buren St	From 224 feet south of the intersection of Van Buren and 11th to the intersection of Van Buren and 11th	20
Christ Academy	Zone #1	Stonelake Dr	From 20 feet south of the intersection of Stonelake and Bartley to 238 feet south of the intersection of Stonelake and Rockcreek	20
City View Elementary School	Zone #1	City View Dr	From 288 feet south of the intersection of City View and Crescent to 394 feet north of the intersection of City View and Iowa Park	25 20
City View High School	Zone #1	City View Dr	From the intersection of City View and Longview to 275 feet south of the intersection of City View and Wrangler	25 20
Crockett Elementary School	Zone #1	Hayes St	From 47 feet northeast of the intersection of Hayes and Avenue K to 204 feet southwest of the intersection of Hayes and Avenue H	20
Crockett Elementary School	Zone #2	Seymour Rd	From 120 feet east of the intersection of Seymour and Harriet to 202 feet northeast of the intersection of Seymour and Beverly/Garfield	20
Crockett Elementary School	Zone #3	Seymour Rd / Avenue K	From 13 feet east of the intersection of Seymour and Arthur to 39 feet west of the intersection of Avenue K and Hayes	20
Cunningham Elementary School	Zone #1	McNeil Ave	From 23 feet south of the intersection of McNeil and Rubsam to 101 feet south of the intersection of McNeil and Pool	20
Cunningham Elementary School	Zone #2	Pool St	From 222 feet east of the intersection of Pool and Hughes to 172 feet west of the intersection of Pool and McNeil	20
Cunningham Elementary School	Zone #3	Phillips Dr	From 301 feet west of the intersection of Phillips and Hughes to the intersection of Phillips and McNeil	20
Fain Elementary School	Zone #1	Norman St	From 250 feet east of the intersection of Norman and Nursery to 134 feet east of the intersection of Norman and Alamo	20
Farris Developmental Center	Zone #1	Burkburnett Rd	From 204 feet northwest of the intersection of Burkburnett and Jefferson to 180 feet southeast of the intersection of Burkburnett and Lincoln	20
Fowler Elementary School	Zone #1	Cypress Ave	From 45 feet south of the intersection of Cypress and Tower to the intersection of Cypress and Langford	20
Fowler Elementary School	Zone #2	Langford Ln	From 119 feet east of the intersection of Langford and Indigo to 163 feet southeast of the intersection of Langford and Cypress	20
Fowler Elementary School	Zone #3	Tower Rd	From 124 feet east of the intersection of Tower and Lovers to the intersection of Tower and Cypress	20
Fowler Elementary School	Zone #4	Ridgecrest Dr	From 142 feet west of the intersection of Ridgecrest and Wildflower to the intersection of Ridgecrest and Cypress	20
Fowler Elementary School	Zone #5	Sonora Dr	Entire street within zone	20
Franklin Elementary School	Zone #1	Taft Blvd	From 78 feet south of the intersection of Taft and Speedway to 29 feet south of the intersection of Taft and Clarinda	20
Franklin Elementary School	Zone #2	Speedway Ave	From the intersection of Speedway and Taft to the intersection of Speedway and Harrison	20
Franklin Elementary School	Zone #3	Martin Blvd	From 250 feet northeast of the intersection of Martin and Avondale to the intersection of Martin and Speedway	20
Hirschi High School	Zone #1	Borton St	From 139 feet east of the intersection of Borton and N Beverly to 164 feet east of the intersection of Borton and Ridgeway	20
Houston Elementary School	Zone #1	Kemp Blvd	From 120 feet south of the intersection of Kemp and Avenue N to 238 feet south of the intersection of Kemp and Avenue O	25
Houston Elementary School	Zone #2	Miami Ave	From 35 feet east of the intersection of Miami and Garfield to the intersection of Miami and Grant	20
Houston Elementary School	Zone #3	Grant St	From 11 feet south of the intersection of Grant and Avenue N to 42 feet north of the intersection of Grant and Avenue O	20

Jefferson Elementary School / Rider High School	Zone #1	Fairway Blvd	From 15 feet south of the intersection of Fairway and Ernest to 45 feet north of the intersection of Fairway and Lockwood	25
Jefferson Elementary School / Rider High School	Zone #2	Mistletoe Dr	From 50 feet north of the intersection of Mistletoe and Chuck to the intersection of Mistletoe and Lindale	20
Jefferson Elementary School	Zone #3	Johnson Rd	From 214 feet east of the intersection of Johnson and Pasadena to 544 feet west of the intersection of Johnson and Fairway	25
Jefferson Elementary School	Zone #4	Lindale Dr	From 131 feet west of the intersection of Lindale and Briarwood to the intersection of Lindale and Fairway	20
John Tower Elementary School	Zone #1	Missile Rd	From 500 feet west of the intersection of Missile and Hooper to 505 feet east of the intersection of Missile and Hooper	25
John Tower Elementary School	Zone #2	Hooper Dr	From 367 feet south of the intersection of Hooper and John Tower to the intersection of Hooper and Reilly	20
John Tower Elementary School	Zone #3	Reilly Rd	From 103 feet east of the intersection of Reilly and Dewey to the intersection of Reilly and Hooper	20
John Tower Elementary School	Zone #4	John Tower Dr	From the intersection of John Tower and Hooper to the intersection of John Tower and Reilly	20
Kate Burgess Elementary School	Zone #1	Maurine St	From 244 feet east of the intersection of Maurine and N Beverly to 241 feet east of the intersection of Maurine and Ridgeway	20
Kate Haynes Elementary School	Zone #1	Jo Ann Dr	From 200 feet north of the intersection of Jo Ann and Katherine to 300 foot south of the intersection of Jo Ann and Katherine	20
Kate Haynes Elementary School	Zone #2	Katherine Dr	From the intersection of Katherine and Hooper to the intersection of Katherine and Billie	20
Kirby Junior High School	Zone #1	Loop 11	From the intersection of Loop 11 and N Beverly to 400 feet north of the intersection of Loop 11 and Ledford	35
Lamar Elementary School	Zone #1	Hines Blvd	From 224 feet southeast of the intersection of Hines and Lisbon to 107 feet southeast of the intersection of Hines and Lucas	20
Lamar Elementary School	Zone #2	Lucas Ave	From 206 feet north of the intersection of Lucas and Sunnyside to 139 feet west of the intersection of Lucas and Kimberly	20
McNeil Junior High School	Zone #1	Southwest Pkwy	From 524 feet west of the intersection of Southwest and Barnett to 111 feet east of the intersection of Southwest and Cape Cod	35
McNeil Junior High School	Zone #2	Barnett Rd	From 477 feet south of the intersection of Barnett and Montreal to 347 feet north of the intersection of Barnett and Langford	20
Milam Elementary School	Zone #1	Rhea Rd	From 150 feet north of the intersection of Rhea and Lavell to 150 feet south of the intersection of Rhea and Featherston	20
Milam Elementary School	Zone #2	Stearns Ave	From the intersection of Stearns and Rhea to the intersection of Stearns and Boren	20
Notre Dame Elementary School	Zone #1	Lansing Blvd	From 18 feet southeast of the intersection of Lansing and Kingsbury to 107 feet south of the intersection of Lansing and Berwick	20
Notre Dame Elementary School	Zone #2	York St	From 43 feet east of the intersection of York and Belgrave to 37 feet east of the intersection of York and Pennsylvania	20
Rider High School	Zone #3	Cypress Ave	From 27 feet south of the intersection of Cypress and Spanish to 152 feet south of the intersection of Cypress and Lindale	20
Rider High School	Zone #4	Raider Dr	From 78 feet south of the intersection of Raider and Johnson to the intersection of Raider and Cypress	20
Rider High School	Zone #5	Lindale Dr	From 138 feet west of the intersection of Lindale and Fairway to the intersection of Lindale and Briarwood	20
Scotland Park Elementary School	Zone #1	N 6th St	From the intersection of N 6th and N Central Freeway Access to 171 feet east of the intersection of N 6th and Louis Esquibel	20
Scotland Park Elementary School	Zone #2	N 3rd St	From 143 feet northeast of the intersection of N 3rd and N Central Freeway Access to 267 feet east of the intersection of N 3rd and Stratford	20
Scotland Park Elementary School	Zone #3	Stratford Ave	From 140 feet north of the intersection of Stratford and N 6th to 154 feet north of the intersection of Stratford and N 2nd	20
Scotland Park Elementary School	Zone #4	N 5th St	From 249 feet east of the intersection of N 5th and Stratford to the intersection of N 5th and Louis Esquibel	20
Scotland Park Elementary School	Zone #5	N 4th St	From 313 feet east of the intersection of N 4th and Stratford to the intersection of N 4th and Stratford	20
Scotland Park Elementary School	Zone #6	Louis Esquibel Ave	From 102 feet south of the intersection of Louis Esquibel and N 7th to the intersection of Louis Esquibel and N 3rd	20
Southern Hills Elementary School	Zone #1	Midwestern Pkwy	From 118 feet northwest of the intersection of Midwestern and 38th to 75 feet west of the intersection of Midwestern and Beth	25
Southern Hills Elementary School	Zone #2	Armory Rd	From 62 feet south of the intersection of Midwestern and Armory to 52 feet north of the intersection of Armory and Windy Ridge	20
Washington Jackson Elementary School	Zone #1	Harding St	From 178 feet east of the intersection of Harding and Williams to 145 feet west of the intersection of Harding and Irene	20
West Foundation Elementary School	Zone #1	Lake Wellington Pkwy	From 39 feet northeast of the intersection of Lake Wellington and Coventry to 266 feet west of the intersection of Lake Wellington and Stirling	20

Wichita Christian Academy	Zone #1	Midwestern Pkwy	From 70 feet east of the intersection of Midwestern and Southmoor to 43 feet west of the intersection of Midwestern and Manor	25
Wichita Christian Academy	Zone #2	Neta Ln	From 31 feet north of the intersection of Neta and Jarmon to 128 feet south of the intersection of Neta and Greenbriar	20
Wichita Falls Old High School	Zone #1	Avenue H	From the intersection of Avenue H and Monroe to the intersection of Avenue H and Giddings	20
Wichita Falls Old High School	Zone #2	Coyote Blvd	From the intersection of Coyote and Avenue F to the intersection of Coyote and Avenue H	20
Zundy Junior High School	Zone #1	Avenue G	From 135 feet southeast of the intersection of Avenue G and Fillmore to 173 feet southeast of the intersection of Avenue G and Monroe	20
Zundy Junior High School	Zone #2	Avenue H	From 30 feet southeast of the intersection of Avenue H and Fillmore to 180 feet northwest of the intersection of Avenue H and Monroe	20
Zundy Junior High School	Zone #3	Polk St	From 229 feet northeast of the intersection of Polk and Avenue G to 94 feet southwest of the intersection of Polk and Avenue H	20

3. Supporting Documentation

This ordinance adopts the attached eight (8) Traffic Analyzer Studies, and the Doug Wooster Memorandum, in support of the above prima facie speed limits and declares that the maps attached thereto are “strip maps” in compliance with the “Procedure for Establishing Speed Zones” adopted by the Texas Transportation Commission. Copies of the aforementioned documents shall be maintained in the office of the City Clerk for public examination and may additionally be posted on the City’s website, but shall not be codified.

4. Codification

Section 1 of this ordinance amends the Code of Ordinances of the City of Wichita Falls and is intended to be part of said Code. Accordingly, the provisions of said Section may be renumbered or relettered to accomplish such intention. The remaining sections of this ordinance are not intended to be codified.

5. Emergency

The immediate need to install new signage to ensure continued enforcement of important public safety regulations following changes to supporting documentation creates an emergency, and in order to protect the public health, welfare, and to preserve the peace, this ordinance shall take effect immediately, and it is so ordained.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: 1027 Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 408635. The study was done in the NB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,322 vehicles passed through the location with a peak volume of 140 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:15 AM-12:30 AM]. The AADT count for this study was 1,322.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 20 - 25 MPH range or lower. The average speed for all classified vehicles was 30 MPH with 14.04% vehicles exceeding the posted speed of 40 MPH. 1.39% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 20MPH and the 85th percentile was 39.67 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
0	11	142	342	227	197	195	120	34	10	9	2	3	1	3

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 617 which represents 48 percent of the total classified vehicles. The number of Vans & Pickups in the study was 630 which represents 49 percent of the total classified vehicles. The number of Busses & Trucks in the study was 28 which represents 2 percent of the total classified vehicles. The number of Tractor Trailers in the study was 21 which represents 2 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
617	566	64	8	13	8	9	11							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 6.383 seconds. During the slowest traffic period, on 03/17/2026 at [12:15 AM-12:30 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 39.00 and 84.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: 1027 Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 408505. The study was done in the SB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,108 vehicles passed through the location with a peak volume of 98 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/16/2026 at [11:30 PM-11:45 PM]. The AADT count for this study was 1,108.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 20 - 25 MPH range or lower. The average speed for all classified vehicles was 34 MPH with 31.51% vehicles exceeding the posted speed of 40 MPH. 2.91% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 20MPH and the 85th percentile was 46.49 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
15	18	62	216	170	117	154	150	104	60	12	11	4	0	5

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 373 which represents 34 percent of the total classified vehicles. The number of Vans & Pickups in the study was 657 which represents 60 percent of the total classified vehicles. The number of Busses & Trucks in the study was 39 which represents 4 percent of the total classified vehicles. The number of Tractor Trailers in the study was 29 which represents 3 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
373	549	108	19	14	9	7	19							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 9.091 seconds. During the slowest traffic period, on 03/16/2026 at [11:30 PM-11:45 PM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 39.00 and 84.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: 1620 Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 401396. The study was done in the NB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,520 vehicles passed through the location with a peak volume of 105 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:30 AM-12:45 AM]. The AADT count for this study was 1,520.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 30 - 35 MPH range or lower. The average speed for all classified vehicles was 33 MPH with 18.78% vehicles exceeding the posted speed of 40 MPH. 1.06% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 30MPH and the 85th percentile was 41.53 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
32	12	27	155	318	346	338	186	63	19	6	1	5	2	2

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 520 which represents 34 percent of the total classified vehicles. The number of Vans & Pickups in the study was 765 which represents 51 percent of the total classified vehicles. The number of Busses & Trucks in the study was 191 which represents 13 percent of the total classified vehicles. The number of Tractor Trailers in the study was 34 which represents 2 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
520	515	250	108	50	42	10	17							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 8.491 seconds. During the slowest traffic period, on 03/17/2026 at [12:30 AM-12:45 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 39.00 and 81.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: 1620 Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 401400. The study was done in the SB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,561 vehicles passed through the location with a peak volume of 124 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:15 AM-12:30 AM]. The AADT count for this study was 1,561.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 25 - 30 MPH range or lower. The average speed for all classified vehicles was 31 MPH with 16.07% vehicles exceeding the posted speed of 40 MPH. 1.75% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 25MPH and the 85th percentile was 40.51 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
96	16	63	229	308	283	300	158	46	17	10	8	4	1	4

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Passenger Vehicles. The number of Passenger Vehicles in the study was 834 which represents 54 percent of the total classified vehicles. The number of Vans & Pickups in the study was 509 which represents 33 percent of the total classified vehicles. The number of Busses & Trucks in the study was 151 which represents 10 percent of the total classified vehicles. The number of Tractor Trailers in the study was 42 which represents 3 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
834	329	180	90	34	31	11	34							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 7.2 seconds. During the slowest traffic period, on 03/17/2026 at [12:15 AM-12:30 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 37.00 and 84.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: Bridge over Canal

A study of vehicle traffic was conducted with the device having serial number 408506. The study was done in the NB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,575 vehicles passed through the location with a peak volume of 135 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:15 AM-12:30 AM]. The AADT count for this study was 1,575.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 35 - 40 MPH range or lower. The average speed for all classified vehicles was 38 MPH with 39.08% vehicles exceeding the posted speed of 40 MPH. 2.13% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 35MPH and the 85th percentile was 45.80 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
0	1	7	41	160	310	424	346	162	64	11	8	3	3	8

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 524 which represents 34 percent of the total classified vehicles. The number of Vans & Pickups in the study was 921 which represents 59 percent of the total classified vehicles. The number of Busses & Trucks in the study was 64 which represents 4 percent of the total classified vehicles. The number of Tractor Trailers in the study was 38 which represents 2 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
524	778	143	21	29	20	11	22							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 6.618 seconds. During the slowest traffic period, on 03/17/2026 at [12:15 AM-12:30 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 34.00 and 79.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: Bridge over Canal

A study of vehicle traffic was conducted with the device having serial number 408634. The study was done in the SB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,404 vehicles passed through the location with a peak volume of 108 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:15 AM-12:30 AM]. The AADT count for this study was 1,404.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 35 - 40 MPH range or lower. The average speed for all classified vehicles was 37 MPH with 29.13% vehicles exceeding the posted speed of 40 MPH. 1.95% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 35MPH and the 85th percentile was 43.85 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
0	1	7	27	163	335	450	253	95	29	9	8	3	2	5

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 568 which represents 41 percent of the total classified vehicles. The number of Vans & Pickups in the study was 754 which represents 54 percent of the total classified vehicles. The number of Busses & Trucks in the study was 32 which represents 2 percent of the total classified vehicles. The number of Tractor Trailers in the study was 33 which represents 2 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
568	652	102	10	14	9	13	19							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 8.257 seconds. During the slowest traffic period, on 03/17/2026 at [12:15 AM-12:30 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 34.00 and 84.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: Longview & Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 408633. The study was done in the NB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,400 vehicles passed through the location with a peak volume of 103 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:30 AM-12:45 AM]. The AADT count for this study was 1,400.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 20 - 25 MPH range or lower. The average speed for all classified vehicles was 32 MPH with 20.91% vehicles exceeding the posted speed of 40 MPH. 1.51% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 20MPH and the 85th percentile was 42.41 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
1	21	96	312	254	177	240	170	67	33	10	6	2	0	3

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Vans & Pickups. The number of Passenger Vehicles in the study was 587 which represents 42 percent of the total classified vehicles. The number of Vans & Pickups in the study was 714 which represents 51 percent of the total classified vehicles. The number of Busses & Trucks in the study was 58 which represents 4 percent of the total classified vehicles. The number of Tractor Trailers in the study was 33 which represents 2 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
587	622	92	14	27	19	10	21							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 8.654 seconds. During the slowest traffic period, on 03/17/2026 at [12:30 AM-12:45 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 39.00 and 82.00 degrees F.

MH Corbin Traffic Analyzer Study
Computer Generated Summary Report
City: Wichita Falls
Street: Cityview Dr
Location: Longview & Cityview Dr

A study of vehicle traffic was conducted with the device having serial number 401395. The study was done in the SB lane at Cityview Dr in Wichita Falls, Tx in Wichita county. The study began on 03/16/2026 at 09:15 AM and concluded on 03/17/2026 at 09:15 AM, lasting a total of 24.00 hours. Traffic statistics were recorded in 15 minute time periods. The total recorded volume showed 1,368 vehicles passed through the location with a peak volume of 94 on 03/17/2026 at [07:30 AM-07:45 AM] and a minimum volume of 0 on 03/17/2026 at [12:15 AM-12:30 AM]. The AADT count for this study was 1,368.

SPEED

Chart 1 lists the values of the speed bins and the total traffic volume for each bin. At least half the vehicles were traveling in the 20 - 25 MPH range or lower. The average speed for all classified vehicles was 27 MPH with 9.94% vehicles exceeding the posted speed of 40 MPH. 1.48% percent of the total vehicles were traveling in excess of 55 MPH. The mode speed for this traffic study was 20MPH and the 85th percentile was 38.01 MPH.

< to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to >
75	67	172	303	236	188	173	74	28	12	6	6	0	1	7

CHART 1

CLASSIFICATION

Chart 2 lists the values of the classification bins and the total traffic volume accumulated for each bin.

Most of the vehicles classified during the study were Passenger Vehicles. The number of Passenger Vehicles in the study was 674 which represents 50 percent of the total classified vehicles. The number of Vans & Pickups in the study was 400 which represents 30 percent of the total classified vehicles. The number of Busses & Trucks in the study was 219 which represents 16 percent of the total classified vehicles. The number of Tractor Trailers in the study was 48 which represents 4 percent of the total classified vehicles.

< to 17	18 to 20	21 to 23	24 to 27	28 to 31	32 to 37	38 to 43	44 to >							
674	265	135	136	57	35	12	34							

CHART 2

HEADWAY

During the peak traffic period, on 03/17/2026 at [07:30 AM-07:45 AM] the average headway between vehicles was 9.474 seconds. During the slowest traffic period, on 03/17/2026 at [12:15 AM-12:30 AM] the average headway between vehicles was 900 seconds.

WEATHER

The roadway surface temperature over the period of the study varied between 39.00 and 84.00 degrees F.



Car Wash

Grandview W

Crestview

Greenridge

Grandview E

Wrangler Dr

Wrangler Dr

Hillsboro

Viewpark St

David



City View Junior/
Senior High School

Grandview E

Long

Longview St

Busby Mobile
Auto Detailing



City View Dr

Edgehill

Kwoodworks



Grandview S

Telephone Dr

Journey

Crescent Ln

City View Dr



City View School
District Superintendent

Crescent Ln

City View
Elementary School



Dilts Construction



Google Maps

City View Dr

Old Ln

Crescent Ln

MEMORANDUM

Traffic Analysis – Cityview Drive School Zone Speed Reduction

TO: City Council
FROM: Doug Wooster, Traffic Superintendent
DATE: April 1, 2026
RE: Speed Study Analysis – Cityview Drive Corridor (City View ISD Schools)

Executive Summary

This memorandum presents the results of an traffic investigation conducted on Cityview Drive in the vicinity of City View Elementary School and City View Junior/Senior High School. The study was performed on March 16–17, 2026 using MH Corbin traffic analyzers deployed at four locations along the corridor, capturing both northbound and southbound traffic data across a full 24-hour period.

Based on the data collected, this analysis recommends establishing a 20 mph school zone speed limit along the Cityview Drive corridor during active school zone hours. While a 20 mph limit represents a deviation greater than 15 mph below the measured 85th percentile speeds at several study points, the totality of the evidence, including the unique two-school corridor configuration, documented speeding patterns, peak-hour traffic alignment with school arrival and dismissal times, and the presence of vulnerable pedestrian populations, supports this reduction under the sound traffic engineering judgment standard set forth in 43 Texas Administrative Code § 25.23.

Study Overview

The traffic study encompassed four measurement locations along Cityview Drive, each instrumented with MH Corbin traffic analyzers recording data in both directions of travel. The study period ran continuously from 9:15 AM on March 16, 2026 through 9:15 AM on March 17, 2026. The four study locations were selected to capture traffic behavior at key points along the school corridor:

1. – Adjacent to City View Junior/Senior High School, near the Wrangler Drive intersection and the school's primary access point.
2. – Mid-corridor between the two school campuses, capturing through-traffic behavior in the transition zone.
3. – South of the high school campus where the road crosses the canal, a location with limited pedestrian refuge and constrained sight lines.
4. – Near the intersection with Longview Street, serving as a transition point between the two school campuses and a known pedestrian crossing area.

The current posted speed limit along this corridor is 40 mph.

Statutory & Regulatory Framework

The authority to establish a reduced school zone speed limit on Cityview Drive arises from the interplay of several provisions of the Texas Transportation Code and the Texas Administrative Code. Understanding this framework is important because a 20 mph school zone limit on this corridor requires the City to navigate both a statutory floor and a regulatory deviation guideline.

Texas Transportation Code § 545.356 – Municipal Authority to Alter Speed Limits

Section 545.356 is the primary grant of authority for municipalities to set speed limits on roads that are not part of the state highway system. Subsection (b-1) authorizes the governing body of a municipality to declare a lower speed limit of not less than 25 miles per hour on a two-lane, undivided highway not part of the state highway system, provided the governing body determines the existing prima facie speed limit is unreasonable or unsafe. Cityview Drive is a two-lane, undivided roadway that is not part of the state highway system, placing it squarely within the City Council's jurisdiction under this provision.

Critically, the 25 mph floor in § 545.356(b-1) applies to the City's general speed-limit-setting authority. The only exception to this floor within § 545.356 itself is found in subsection (b-3), which permits municipalities with a population of 2,000 or fewer to set limits as low as 10 mph on certain one-lane roads—a provision that does not apply to Wichita Falls.

However, § 545.356 does not operate in isolation when school zones are involved. The statute must be read together with § 545.353 and § 545.357, which provide the separate pathway for establishing school zone speed limits below the 25 mph general municipal floor.

Texas Transportation Code § 545.353 – Authority of Commission and Designated Officials

Section 545.353 grants the Texas Transportation Commission authority to alter prima facie speed limits based on the results of a traffic investigation on highways within the state highway system. For highways not part of the state system, the municipality exercises equivalent authority. This provision serves as the foundational mechanism through which a speed limit can be altered from the statutory default based on traffic evidence, including the establishment of school zone speed limits that differ from the general posted limit.

Texas Transportation Code § 545.357 – School Zone Speed Limits

Section 545.357 provides the school-specific procedural framework. It requires a municipality, on request of a school's governing body, to hold a public hearing at least once each calendar year to consider the prima facie speed limit on a highway in the municipality near a public or private elementary or secondary school, or an institution of higher education. This provision operates as a separate track from the general municipal authority in § 545.356 and is specifically designed to facilitate protective speed limits in the vicinity of schools.

The significance of § 545.357 for this analysis is that it provides an independent basis, distinct from the general municipal speed-limit authority in § 545.356(b-1), for establishing a school zone speed limit. Because § 545.357 is a school-specific provision that contemplates traffic engineering-based speed limit adjustments near schools, and because the 25 mph floor in § 545.356(b-1) applies to the general municipal speed-setting power rather than the school-specific process, the City has the authority to establish a school zone limit below 25 mph when supported by a traffic investigation.

43 Texas Administrative Code § 25.23 – Speed Zone Studies

TxDOT's administrative rules in 43 TAC § 25.23 govern the methodology for establishing school zone speed limits. The rule provides that when a speed study shows an 85th percentile speed at or below 50 mph, the reduced school zone speed limit should generally not be more than 15 mph below the 85th percentile speed or the normal posted speed limit. However, § 25.23 expressly states that factual studies, reason, and sound engineering judgment must govern the final decision on the maximum deviation that will provide a reasonable and prudent speed limit. This language is not merely advisory, it is the regulatory standard that permits municipalities to exceed the 15 mph guideline where the traffic engineering evidence supports doing so.

§ 545.356(c) & (d) – Signage and Reporting Requirements

Section 545.356(c) provides that a speed limit established by a municipality is effective when the appropriate signs giving notice of the new limit are erected. This means the 20 mph school zone limit will not take effect until compliant signage and flashing beacon assemblies are installed at all designated school zone boundaries along the Cityview Drive corridor, in conformance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD).

Section 545.356(d) imposes an annual reporting obligation. A municipality that establishes an altered speed limit must, not later than February 1 of each year, publish a report comparing the number of citations, warnings, and collisions on each road segment with an altered limit in the prior year against the same data from the year before the alteration. This report must be made available on the City's website and transmitted to TxDOT. Staff will ensure the necessary data collection framework is in place at the time the ordinance takes effect so the City is positioned to comply with this requirement from day one.

How the Statutes Work Together

In summary, the statutory pathway for this school zone speed reduction is as follows: The City Council exercises its authority under § 545.353 (as the equivalent municipal authority for non-state-system highways) to alter the prima facie speed limit based on the results of a traffic investigation. The school-specific provisions of § 545.357 provide the procedural framework and independent statutory basis for establishing a protective speed limit near the two City View ISD school campuses, operating separately from the general municipal speed-setting authority and its 25 mph floor in § 545.356(b-1). The traffic investigation documented in this memorandum satisfies the requirements of 43 TAC § 25.23, and the sound engineering judgment standard in that rule provides the basis for exceeding the 15 mph deviation guideline. Implementation will follow the signage requirements of § 545.356(c), and ongoing compliance will include the annual reporting obligations of § 545.356(d).

Traffic Data Summary

The following table summarizes the key findings from all eight measurement points (four locations, two directions each). The final two columns show the deviation from the 85th percentile speed that would result from a 20 mph school zone limit and a 25 mph school zone limit, respectively.

Location	Dir	AADT	Avg MPH	85th %ile	Mode MPH	% Over 40	20 MPH Dev.	25 MPH Dev.
1027 Cityview Dr	NB	1,322	30	39.67	20	14.0%	19.7	14.7
1027 Cityview Dr	SB	1,108	34	46.49	20	31.5%	26.5	21.5
1620 Cityview Dr	NB	1,520	33	41.53	30	18.8%	21.5	16.5
1620 Cityview Dr	SB	1,561	31	40.51	25	16.1%	20.5	15.5
Bridge over Canal	NB	1,575	38	45.80	35	39.1%	25.8	20.8
Bridge over Canal	SB	1,404	37	43.85	35	29.1%	23.9	18.9
Longview & Cityview Dr	NB	1,400	32	42.41	20	20.9%	22.4	17.4
Longview & Cityview Dr	SB	1,368	27	38.01	20	9.9%	18.0	13.0

Key observations: The 85th percentile speeds ranged from 38.01 mph to 46.49 mph across the corridor. Average speeds ranged from 27 to 38 mph. The percentage of vehicles exceeding the posted 40 mph limit ranged from 9.94% to 39.08%, with the bridge location showing particularly aggressive driving behavior. Combined daily traffic volumes (both directions) ranged from approximately 2,430 to 3,081 vehicles.

Analysis: Justification for Exceeding the 15 MPH Deviation Guideline

Under 43 Texas Administrative Code § 25.23, a school zone speed limit should generally not be set more than 15 mph below the 85th percentile speed. However, § 25.23 expressly provides that “factual studies, reason, and sound traffic engineering judgment must govern the final decision on the maximum deviation from the 85th percentile speed that will provide a reasonable and prudent speed limit.” This language gives municipalities the latitude to exceed the 15 mph guideline where the traffic engineering evidence supports doing so.

A 20 mph school zone speed limit on this corridor would produce deviations ranging from 18.0 mph to 26.5 mph below the 85th percentile—exceeding the 15 mph guideline at all eight measurement points. The following factors, taken together, constitute the sound traffic engineering judgment basis for this deviation:

1. Dual-School Corridor with Extended Exposure Zone

Cityview Drive is not a typical single-school-zone situation. The corridor serves both City View Elementary School and City View Junior/Senior High School, creating an extended zone where school-related pedestrian activity occurs along the entire length of the studied segment. Students at the elementary school (younger children with less predictable pedestrian behavior) and students at the junior/senior high school share this roadway corridor. The two-school configuration effectively doubles the pedestrian exposure compared to a single-school-zone scenario and argues strongly for a more protective speed limit.

2. Documented Speed Variance and Compliance Failure

The data reveals a significant disconnect between mode speeds and 85th percentile speeds. At three of the four locations, the mode speed in one or both directions was 20 mph, meaning the single most common speed was already at or near the proposed school zone limit, yet the 85th percentile speeds were 38 to 46 mph. This wide variance (as much as 26 mph between mode and 85th percentile) indicates a bimodal traffic pattern: a large group of drivers already traveling at safe school-zone speeds, and a smaller but significant group of drivers traveling at speeds that are dangerous in a school environment.

The posted speed limit of 40 mph is already being exceeded by 10% to 39% of drivers depending on location and direction. At the bridge over the canal, nearly four in ten vehicles were exceeding 40 mph. Setting a 25 mph school zone in this environment would merely bring the higher-speed group closer to what the majority of drivers are already doing. A 20 mph limit provides a meaningful signal to the faster-traveling minority that significantly reduced speeds are expected and enforced in this area.

3. Peak Traffic Aligned with School Operations

Every single measurement point—all four locations, both directions—recorded its peak 15-minute traffic volume during the 7:30–7:45 AM window on March 17, 2026. This is not a coincidence; it reflects school arrival traffic. The corridor’s heaviest traffic period is precisely the time when the highest concentration of school-age pedestrians are present. Peak volumes ranged from 94 to 140 vehicles in that single 15-minute window, equating to one vehicle roughly every 6 to 10 seconds. The convergence of maximum

vehicle volumes and maximum pedestrian exposure at the same time and place creates the exact conditions that school zone speed limits are designed to address.

4. Pedestrian Stopping Distance and Survivability

Research consistently demonstrates that the relationship between vehicle speed and pedestrian injury severity is nonlinear. According to the AAA Foundation for Traffic Safety, a pedestrian struck at 25 mph has approximately a 25% risk of severe injury, while a pedestrian struck at 20 mph has approximately a 13% risk—roughly cutting the severe injury probability in half. Given that this corridor serves an elementary school population (children ages 5–11 who are smaller, less visible, and less predictable than adult pedestrians), the additional 5 mph reduction from 25 to 20 mph provides a meaningful and measurable safety benefit. The stopping distance difference between 25 mph and 20 mph (approximately 18 feet under ideal conditions) represents multiple car lengths—often the difference between a near-miss and a collision in a school zone context.

5. Corridor Geometry and Sight Line Constraints

The bridge-over-canal location presents particular concern. This segment recorded the highest average speeds (37–38 mph), the highest 85th percentile speeds (43.85–45.80 mph), and the highest rates of posted-speed violations (29–39%). The bridge structure constrains the roadway cross-section, limiting pedestrian refuge areas and reducing driver sight lines. These geometric constraints compound the speed-related risk and further support the need for a lower school zone speed through this segment.

6. Mixed Vehicle Classification

The study data show that vans, pickups, buses, and trucks constitute a majority of the traffic at most measurement points, with commercial vehicles (buses, trucks, and tractor-trailers) representing 4–20% of the vehicle mix depending on location. Heavier vehicles require longer stopping distances and pose a greater risk of fatal injury in pedestrian collisions. The southbound lane at Longview & Cityview recorded 16% buses and trucks and 4% tractor-trailers—a notable heavy-vehicle presence for a school corridor.

Recommendation

Based on the totality of the traffic data presented in this analysis, staff recommends that the City Council adopt a 20 mph school zone speed limit along the Cityview Drive corridor in the vicinity of City View Elementary School and City View Junior/Senior High School. This recommendation is grounded in the sound traffic engineering judgment standard of 43 TAC § 25.23 and supports the determination to reduce the posted school zone to 20 mph, supported by:

- The unique dual-school corridor configuration creates an extended pedestrian exposure zone;
- Documented bimodal speed patterns showing a significant minority of drivers traveling at speeds dangerous to school-zone pedestrians;
- Universal peak-traffic alignment with school arrival times across all measurement points;
- Established pedestrian survivability research demonstrating measurable safety gains from the 25-to-20 mph reduction;
- Corridor geometry constraints at the canal bridge that amplify speed-related risks; and
- A heavy-vehicle traffic mix that increases both stopping distances and collision severity.

Implementation of this speed limit will require a City Council ordinance pursuant to Texas Transportation Code § 545.356, installation of compliant signage and flashing beacon assemblies per the TMUTCD, and annual reporting to TxDOT under § 545.356(d) comparing citations, warnings, and collision data before and after implementation.

The complete MH Corbin speed study data is attached as Exhibit 1.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Doug Wooster", with a stylized, cursive script.

Doug Wooster
Traffic Superintendent
City of Wichita Falls



**City Council
April 7, 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.a.

Agenda Item Name: Resolution making appointments to various Boards and Commissions

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

Department Submitted: City Clerk

Staff Contact:

Marie Balthrop, City Clerk

1. PURPOSE / DESCRIPTION

To appoint members for unexpired terms to the Library Advisory Board, Landmark Commission, and Wichita County - City of Wichita Falls Hospital Board.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

N/A

3. BOARD REVIEW / CITIZEN INPUT

The Board and Commission Appointment Subcommittee met virtually and considered all applications for the Library Advisory Board. Their recommendations are included in the attached Resolution. The vacancy on the Landmark Commission must be filled by a member of the Planning and Zoning Commission, and the Hospital Board is replacing James McKechnie, Deputy City Manager, unexpired term, with Amy Fagan, Director of Health, and appointing her to an additional two (2) year term.

4. RECOMMENDATION

Approval of Resolution

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. ALTERNATIVE OPTIONS

Choose not to fill vacancies on these boards.

8. ATTACHMENTS

1. Res - B&C Appointments Midterm Vacancies 04.07.2026

Resolution No. _____

Resolution making appointments to various Boards and Commissions

WHEREAS, the City of Wichita Falls is a Home Rule municipality with the authority to make appointments to boards and commissions to assist in the governance and oversight of municipal affairs; and,

WHEREAS, the City Council finds that it is in the best interest of the City to appoint qualified individuals to boards and commissions; and,

WHEREAS, all appointees meet the eligibility requirements set forth by the City Charter, City Code of Ordinances, or other governing documents applicable to each board or commission.

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

Section 1. The following individuals are hereby appointed to serve on the boards and commissions of the City of Wichita Falls as indicated below, for the terms specified:

- (a) Landmark Commission
Place 5, Planning & Zoning Commission Member unexpired term – Lisa Stephens-Musick, term to expire 12/31/2028.
- (b) Library Advisory Board
Place 7 unexpired term – Isaias Tezaguic, term to expire 07/31/2027.
- (c) Wichita County - City of Wichita Falls Hospital Board
Place 2 replace James McKechnie, unexpired term, with Amy Fagan, term to expire 07/31/2026.
- (d) Wichita County - City of Wichita Falls Hospital Board
Place 2, Amy Fagan, term to expire 07/31/2028.

Section 2. The City Clerk is hereby directed to notify the appointed individuals and ensure that records of these appointments are maintained in accordance with applicable laws and policies.

PASSED AND APPROVED this the 7th day of April 2026.

M A Y O R

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 April 7, 2026 Transmittal Letter

Agenda Item Number: 9.b.

Agenda Item Name: Resolution authorizing the City Manager to award bid and contract for the 2025 Various Drainage Repairs Project to Freeman Paving, L.L.C. in the amount of \$230,844 for drainage improvements at Expressway Village Park

Council Action to be Taken: Approval of Resolution

Department Submitted: Engineering

Staff Contact:

Tyson Traw, Director of Engineering

1. PURPOSE / DESCRIPTION

The proposed resolution would authorize the City Manager to award bid and contract for the 2025 Various Drainage Repairs Project to Freeman Paving, L.L.C. in the amount of \$230,844.00. The project will improve the drainage way from Expressway Village Park to Tinker Trail and on-street drainage in the 2300 Block of Tinker Trail.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On March 17, 2026, bids were opened for the 2025 Various Drainage Repairs Project. This project is generally described as the regrading and reconstruction of an existing drainage channel, installation of concrete pavement, installation of sanitary sewer facilities, installation of cast iron inlets and hoods, and associated work.

The bids received for this project are as follows:

<u>Company</u>	<u>Amount</u>
Freeman Paving, L.L.C. – Vernon, TX	\$230,844.00
Dewey Martin Construction – Wichita Falls, TX	\$242,406.02
Scales Construction – Wichita Falls, TX	\$257,466.00

Texoma Construction, LLC – Iowa Park, TX	\$322,038.00
Earth Builders, LP – Decatur, TX	\$557,706.00

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends award of the contract to Freeman Paving, L.L.C. in the amount of \$230,844.00, based on unit price quantities.

5. FUNDING SOURCE

Stormwater - Other Improvements 5528162-77220

6. TIMELINE

Construction of this project should require approximately one hundred and fifty (150) consecutive days to complete.

7. ALTERNATIVE OPTIONS

The residence at 26 Colonial Court has been identified as a residence that experiences minor localized flooding from the drainage channel behind it. In addition, the curb inlets on Tinker Trail have been identified as not having the capacity to handle the drainage flows, also causing localized flooding. If this project is not awarded, the residence at 26 Colonial Court as well as residences on Tinker Trail will continue to experience localized flooding.

8. ATTACHMENTS

1. Res - 2025 Various Drainage Repairs
2. 2025 VDR Agenda Bid Tab
3. 2025 VDR Agenda Exhibit

RESOLUTION NO. _____

Resolution authorizing the City Manager to award bid and contract for the 2025 Various Drainage Repairs Project to Freeman Paving, L.L.C. in the amount of \$230,844 for drainage improvements at Expressway Village Park.

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

WHEREAS, the City of Wichita Falls has advertised for bids for the 2025 Various Drainage Repairs Project; and,

WHEREAS, it is found that the lowest responsible bidder is Freeman Paving, L.L.C., who made a unit price bid with an estimated total of \$230,844.00.

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

The unit price bid for the 2025 Various Drainage Repairs Project is awarded to Freeman Paving, L.L.C., in an estimated total amount of \$230,844.00, and the City manager is authorized to execute a contract, in a form as approved by the City Attorney, with said Contractor for the construction of such project.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk

2025 Various Drainage Repairs Project
CWF25-552-09
BID DATE: March 17, 2026

BASE			
Pay Item	Description	Unit	Quantity
200.1	MOBILIZATION (NOT TO EXCEED 5%)	LS	1
202	TEMPORARY EROSION CONTROL	LS	1
202.6	SEEDING AND WATERING	SY	1,532
203.1	SITE PREPARATION	LS	1
203.2	UNCLASSIFIED CHANNEL EXCAVATION	CY	600
303-CC	6" REINFORCED CONCRETE CHANNEL	LF	696
303-CP	6" REINFORCED CONCRETE PAVEMENT	SY	84
305.1	6" CURB & GUTTER	LF	31
305.2	4" CONCRETE SIDEWALK	SY	4
501.17	6" PVC SANITARY SEWER PIPE	LF	232
502.1	4' DIA. SANITARY SEWER MANHOLE	EA	1
806.4	STORM DRAIN GRATE & HOOD	EA	6

Freeman Paving, L.L.C. Vernon, TX	
Unit Price	Total
\$17,000.00	\$17,000.00
\$10,000.00	\$10,000.00
\$5.00	\$7,660.00
\$25,000.00	\$25,000.00
\$15.00	\$9,000.00
\$145.00	\$100,920.00
\$125.00	\$10,500.00
\$100.00	\$3,100.00
\$250.00	\$1,000.00
\$102.00	\$23,664.00
\$8,000.00	\$8,000.00
\$2,500.00	\$15,000.00
TOTAL BID \$230,844.00	

Dewey Martin Constuction Wichita Falls, TX	
Unit Price	Total
\$0.00	\$0.00
\$5,000.00	\$5,000.00
\$1.98	\$3,033.36
\$9,302.50	\$9,302.50
\$15.50	<i>\$9,300.00</i>
\$222.00	\$154,512.00
\$241.90	\$20,319.60
\$32.26	\$1,000.06
\$340.00	\$1,360.00
\$110.00	\$25,520.00
\$7,240.00	\$7,240.00
\$969.75	\$5,818.50
TOTAL BID <i>\$242,406.02</i>	

Scales Construction Wichita Falls, TX	
Unit Price	Total
\$12,100.00	\$12,100.00
\$1,500.00	\$1,500.00
\$2.00	\$3,064.00
\$6,000.00	\$6,000.00
\$20.00	\$12,000.00
\$232.00	\$161,472.00
\$135.00	\$11,340.00
\$40.00	\$1,240.00
\$135.00	\$540.00
\$105.00	\$24,360.00
\$8,400.00	\$8,400.00
\$2,575.00	\$15,450.00
TOTAL BID \$257,466.00	

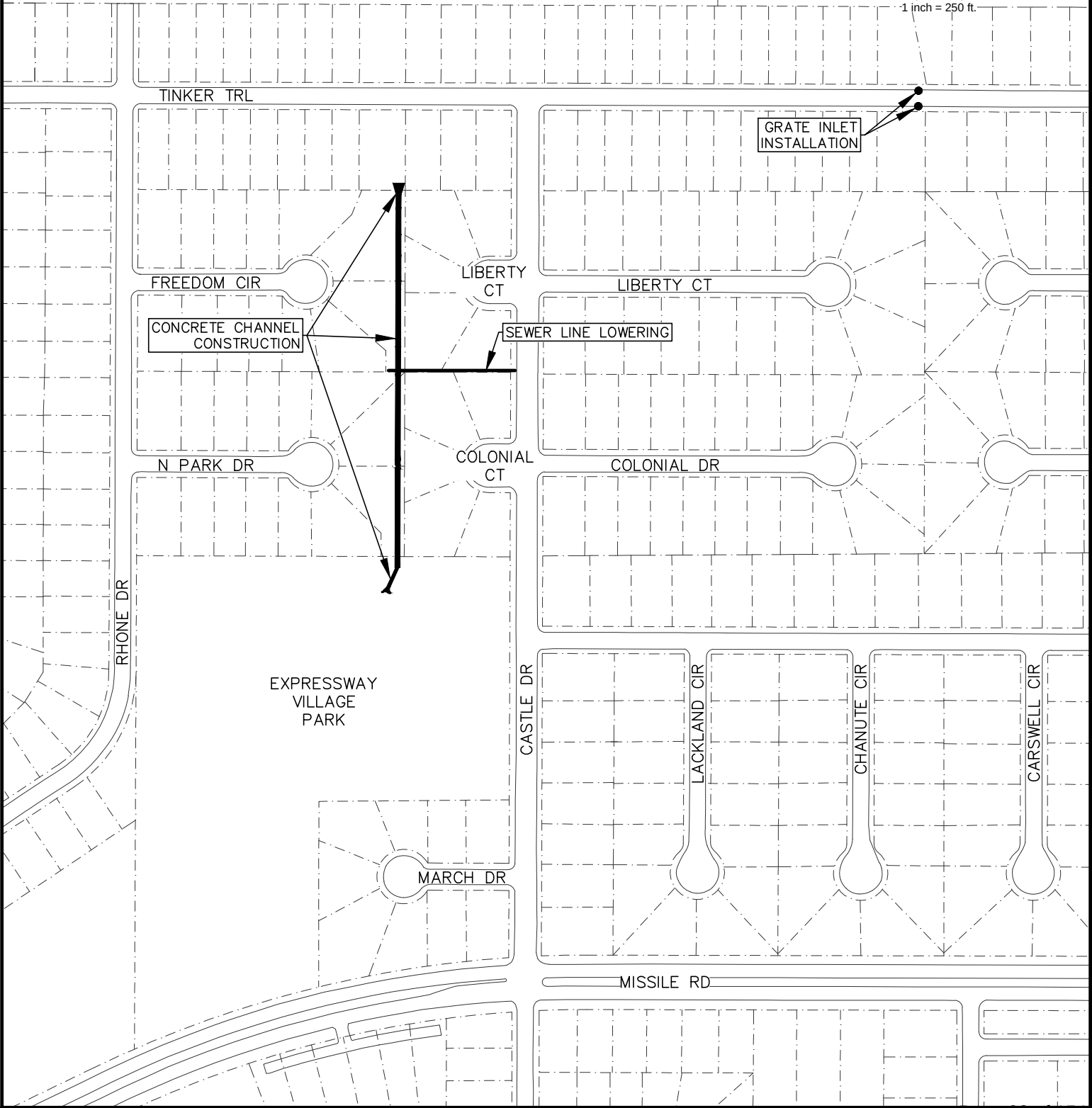
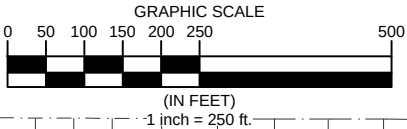
Texoma Construction, LLC Iowa Park, TX	
Unit Price	Total
\$10,000.00	\$10,000.00
\$2,000.00	\$2,000.00
\$4.00	\$6,128.00
\$5,000.00	\$5,000.00
\$100.00	\$60,000.00
\$250.00	\$174,000.00
\$90.00	\$7,560.00
\$50.00	\$1,550.00
\$90.00	\$360.00
\$170.00	\$39,440.00
\$10,000.00	\$10,000.00
\$1,000.00	\$6,000.00
TOTAL BID \$322,038.00	

Earth Builders, L.P. Decatur, TX	
Unit Price	Total
\$20,000.00	\$20,000.00
\$20,000.00	\$20,000.00
\$8.00	\$12,256.00
\$100,000.00	\$100,000.00
\$50.00	\$30,000.00
\$350.00	\$243,600.00
\$150.00	\$12,600.00
\$50.00	\$1,550.00
\$75.00	\$300.00
\$300.00	\$69,600.00
\$10,000.00	\$10,000.00
\$6,300.00	\$37,800.00
TOTAL BID \$557,706.00	

Adjusted Bid Amounts are Bold & Italic

Dewey Martin Construction item 203.2 - math error

2025 VARIOUS DRAINAGE REPAIRS PROJECT
CWF25-552-09





STRATEGIC PILLAR

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

City Council April 7, 2026 Transmittal Letter

Agenda Item Number: 9.c.

Agenda Item Name: Resolution awarding bids for one (1) grazing lease at Lake Arrowhead, two (2) grazing leases at Lake Kickapoo, and two (2) hunting leases at Lake Kickapoo for five (5) year terms beginning June 1, 2026 and ending May 31, 2031

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

Department Submitted: Property Management

Staff Contact:

Pat Hoffman, Property Administrator

1. PURPOSE / DESCRIPTION

To award five (5) bids at Lake Kickapoo and Lake Arrowhead for grazing and hunting for a period of five (5) years ending on May 31, 2031.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Leasing city-owned land for hunting and grazing is a practical way to turn underutilized property into a steady source of revenue while supporting responsible land management. By offering competitive bids, the city can ensure fair market value for these leases and select operators who will maintain the land, control invasive species, and promote ecological balance. Hunting leases can help manage wildlife populations and reduce public safety risks, while grazing agreements can prevent overgrowth and lower maintenance costs such as mowing and fire mitigation. Overall, this approach allows the city to generate income, reduce expenses, and encourage stewardship of public lands without selling valuable assets.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff is excited to recommend approval of the 5 bids. The bids are a record high and above the average price per acre. This is the most participation we have ever had for our leases, and it would create the largest revenue stream in the grazing and hunting lease history.

5. FUNDING SOURCE

Revenue paid by lessees to be recorded at General Fund - Property Administration - Hunting Leases (1006600-56415) and Water & Sewer Fund - Utilities Administration - Grazing Land Leases (5508115-56410)

6. TIMELINE

These leases will become effective on June 1, 2026 and end on May 31, 2031.

7. ALTERNATIVE OPTIONS

If bids are not approved, the City will lose the revenue stream and the land will lay dormant.

8. ATTACHMENTS

1. Res. - Hunting & Grazing Leases 2026

Resolution No. _____

Resolution to award bids for one (1) grazing lease at Lake Arrowhead, two (2) grazing leases at Lake Kickapoo, and two (2) hunting leases at Lake Kickapoo for five (5) year terms beginning June 1, 2026, and ending May 31, 2031

WHEREAS, the City has multiple tracts of land at Lake Arrowhead for grazing and Lake Kickapoo for grazing and hunting; and,

WHEREAS, the current leases expire on May 31, 2026, and the City has advertised for bids for new five-year term leases commencing on June 1, 2026; and,

WHEREAS, the City Council has considered all bids received for the leases.

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

The bids for the Lake Arrowhead grazing lease, the Lake Kickapoo grazing leases, and the Lake Kickapoo hunting leases are awarded as follows, and the City Manager is authorized to execute a lease agreement, in a form as approved by the City Attorney, with each person or company:

Grazing Leases

Kickapoo North - Nat Lunn- \$52.67 per acre - Annual amount \$69,987.37

Kickapoo South – Nat Lunn - \$52.67 per acre - Annual amount \$75,022.62

Arrowhead – Nat Lunn - \$62.57 per acre - Annual amount \$32,548.98

Hunting Leases

Kickapoo North – Casey Minshew - \$18.81 per acre -
Annual amount \$24,994.54

Kickapoo South -Brian Barnes - \$18.955 per acre - Annual amount \$26,999.31

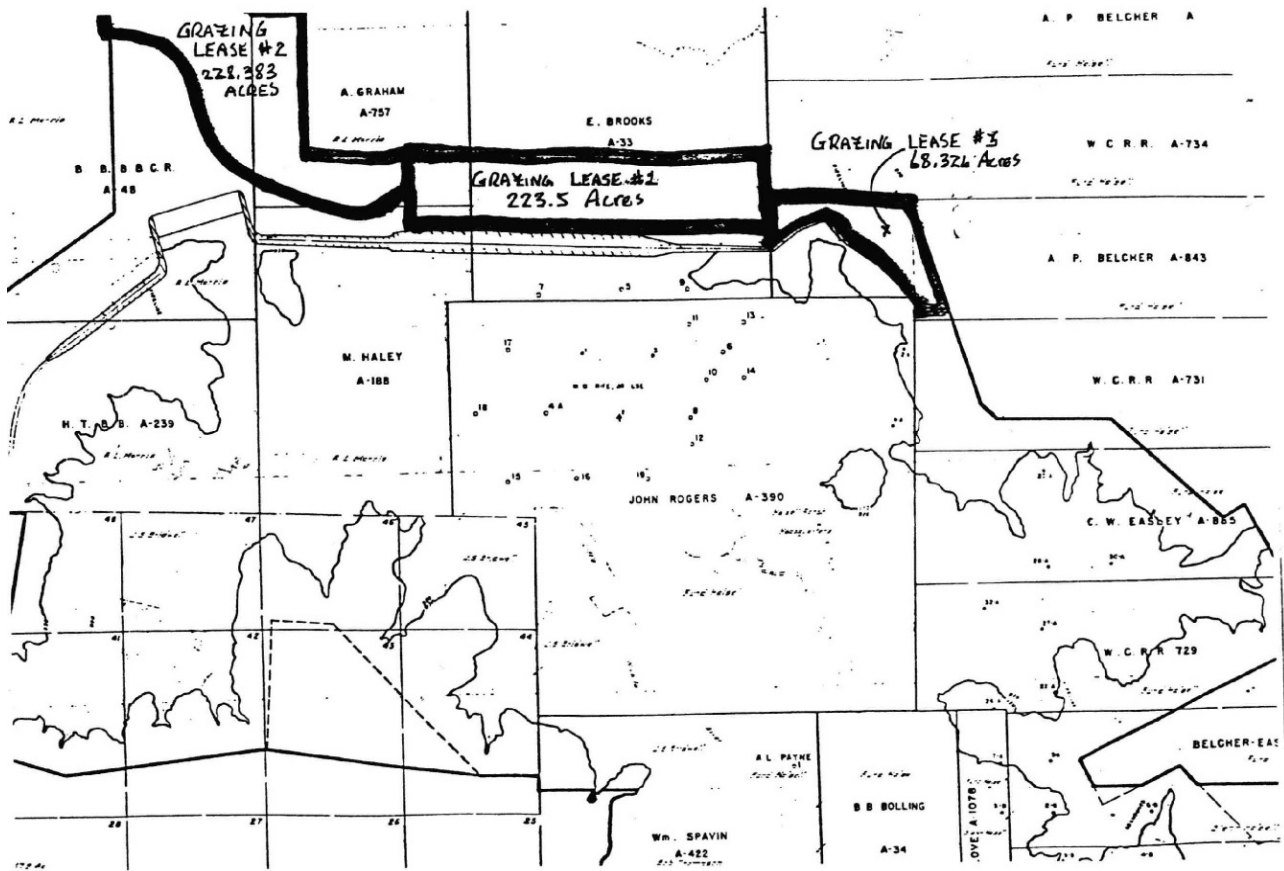
PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

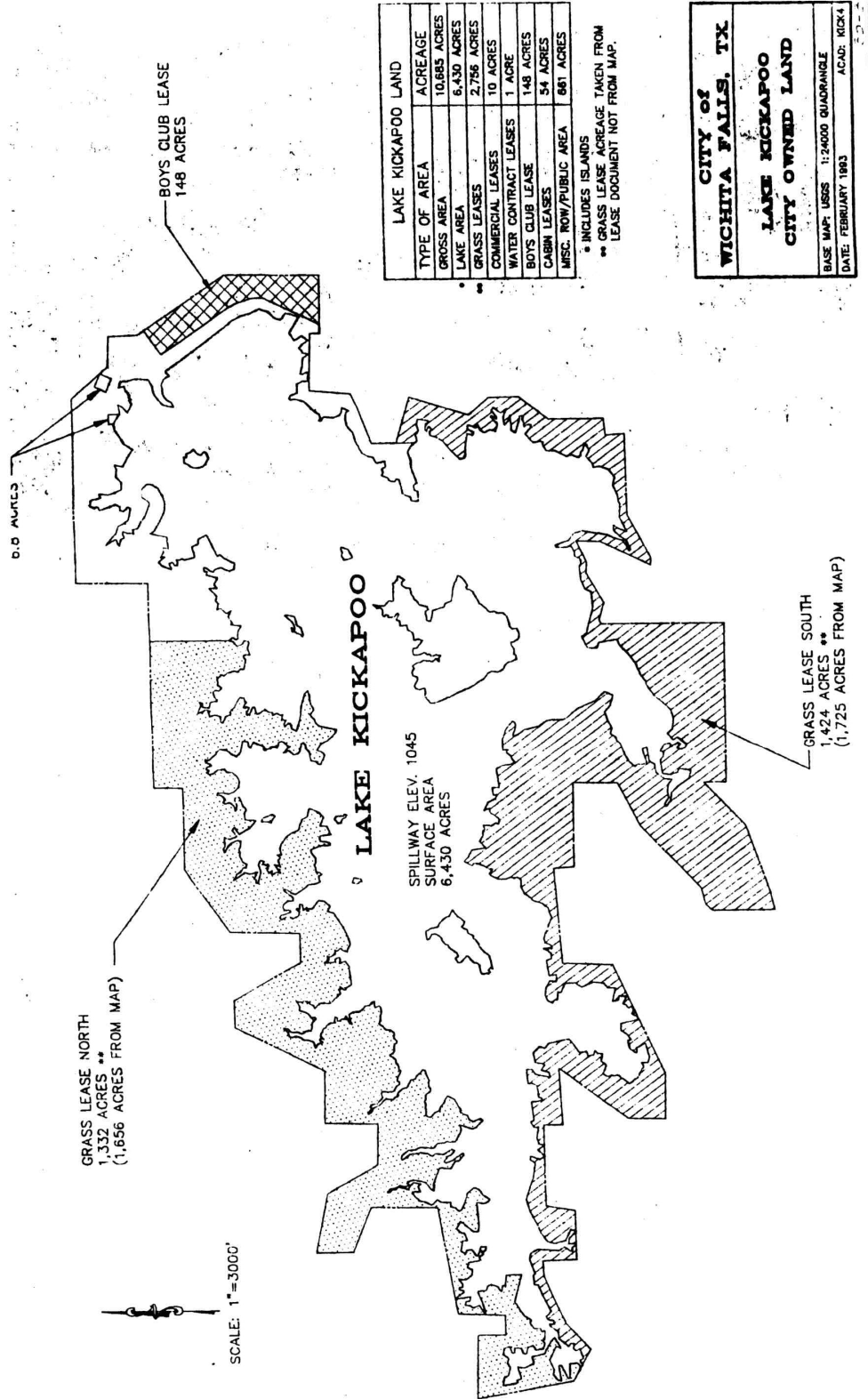
ATTEST:

City Clerk

LAKE ARROWHEAD GRAZING LEASE LOCATION MAP



LAKE KICKAPOO GRAZING AND HUNTING LEASE





STRATEGIC PILLAR

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

City Council April 7, 2026 Transmittal Letter

Agenda Item Number: 9.d.

Agenda Item Name: Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$400,000 related to the redevelopment planning of the WFEDC-owned property at 3111 Midwestern Parkway (University Town Center project)

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

To approve expenses related to the redevelopment planning of the WFEDC-owned property currently housing Sikes Senter Mall. Expenses include those for site investigation and owner's representation, as well as the development of design guidelines and renderings. The Board's approval included authorizing related contracts.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The WFEDC purchased the property in October 2025 for the strategic intent of facilitating a high-quality redevelopment and ultimately marketing the site for sale following the completion of a comprehensive redevelopment plan. While there's currently no firm timeline for the redevelopment of the property, the master planning process should be completed this summer with said plan being marketed to potential development firms this fall. While siting of the planned multipurpose stadium is included in the described process, the comprehensive stadium development and financing process is being conducted separately by MSU.

3. BOARD REVIEW / CITIZEN INPUT

At their March 26, 2026, meeting, the WFEDC Board heard a project summary from FWF staff, heard public comments, and voted 4-0 in favor.

4. RECOMMENDATION

The WFEDC Board, Forward WF, and city staff recommend approval of the resolution.

5. FUNDING SOURCE

WFEDC (4A) funds - the corporation's financial report at their last meeting indicated approximately \$19.6M available for new projects.

6. TIMELINE

7. ALTERNATIVE OPTIONS

Marketing of the property without a community redevelopment vision or professionally developed design guidelines.

8. ATTACHMENTS

1. 4A Agenda Item
2. 4A_Reso_UnivTownCenterRedevPlanning\$

WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
PROJECT SUMMARY
March 26, 2026

SUBJECT: Redevelopment of 3111 Midwestern Parkway

INITIATED BY: Moriah Williams

Overview:

The Wichita Falls Economic Development Corporation (WFEDC) acquired the property located at 3111 Midwestern Parkway in Wichita Falls, Texas with the strategic intent of facilitating a high-quality redevelopment and ultimately marketing the site for sale following completion of a comprehensive redevelopment plan. Forward Wichita Falls has been engaged to manage the property through the disposition process.

In this capacity, Forward Wichita Falls is responsible for both the day-to-day management of the property and its existing tenants, as well as leading the master planning and visioning efforts that will guide its future redevelopment. In November 2025, WFEDC committed \$300,000 in seed funding to support ongoing operations. Since assuming control, the property has consistently generated positive financial performance, demonstrating both its current viability and future potential.

As part of the planning and due diligence process, critical investments have been made to position the project for long-term success. These include the engagement of an Owner's Representative at the recommendation of the WFEDC's attorney, completion of a Site Investigation Report, and the initiation of the Master Plan and Design Guidelines. Each of these components is essential to ensuring a thoughtful, well-executed redevelopment that aligns with community priorities and market realities.

Collectively, these efforts are intended to maximize the value of the asset while safeguarding the interests of the Wichita Falls community. Upon completion of the redevelopment plan, WFEDC will competitively select a qualified development partner to carry the vision forward, ensuring a transformative and sustainable outcome for the site.

The Project:

Continue to engage the Owner's Representative, finalize the Site Investigation Report Process, finish the Master Plan and Design Guidelines, to include renderings of the plan related to the redevelopment of 3111 Midwestern Parkway.

Local Incentive Proposal:

The company is requesting the following from the Wichita Falls Economic Development Corporation:

Expenditure an amount not to exceed \$400,000 for the investment required to finish out the planning process to successfully market the site to a development partner to be chosen when the plan is complete.

Definitions for the purpose of this summary and the project:

Owner's Representative:

1. Provides project oversight

They coordinate and monitor all parties involved—architects, engineers, contractors, and consultants—to ensure alignment with the owner's goals.

2. Manages budget and schedule

They track costs, review estimates, and help prevent overruns or delays by identifying risks early and keeping the project on track.

3. Supports decision-making

They advise the owner on key decisions (design, procurement, contracts, phasing), translating technical details into clear, actionable recommendations.

4. Oversees procurement and contracts

They assist in selecting and negotiating with architects, contractors, and other vendors to ensure the owner gets the best value and appropriate terms.

5. Ensures quality and compliance

They help verify that the project meets design standards, regulatory requirements, and community expectations.

6. Acts as the owner's advocate

Most importantly, they serve as an independent representative whose sole responsibility is to protect the owner's financial, operational, and strategic interests throughout the project lifecycle.

Site Investigation Report:

A Site Investigation Report serves as a foundational due diligence document. It reduces uncertainty, helps avoid costly surprises, and ensures that the redevelopment plan is grounded in the realities of the site before moving into design and construction.

Master Plan:

A comprehensive, long-term framework that guides how a property or area will be developed, organized, and built out over time.

It establishes the overall vision for the site and provides a coordinated strategy for land use, design, infrastructure, and phasing to ensure a cohesive and successful development.

Design Guidelines:

A set of standards and criteria that direct the look, feel, and quality of development across a site.

They translate the broader vision of the master plan into specific, enforceable expectations for architecture, site design, and public spaces—ensuring that future development is cohesive, functional, and aligned with the intended character of the project.

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$400,000 related to the redevelopment planning of the WFEDC-owned property at 3111 Midwestern Parkway (University Town Center project)

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, the Wichita Falls Economic Development Corporation (WFEDC) owns the property at 3111 Midwestern Parkway in Wichita Falls, Texas, for the strategic intent of facilitating a high-quality redevelopment and ultimately marketing the site for sale following the completion of a comprehensive redevelopment plan; and,

WHEREAS, the WFEDC desires to advance the redevelopment goal by engaging professional consultants related thereto; and,

WHEREAS, on March 26, 2026, the Wichita Falls Economic Development Corporation's Board of Directors approved the project.

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

The project described above of the Wichita Falls Economic Development Corporation is hereby approved.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
April 7, 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.e.

Agenda Item Name: Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$640,000 to WPT Power Corporation to assist in facilitating a planned expansion of their current facility at 1600 Fisher Rd.

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

To approve an amendment to the WFEDC's budget to facilitate a performance agreement with the company. More specifically, a \$550,000 in the form of a forgivable loan, and \$90,000 cash-for-jobs incentive.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

WPT Power Corporation, founded in 1992 in Wichita Falls, has grown from a small local manufacturer of pneumatic clutches and brakes into a globally recognized supplier of power transmission equipment. Originally focused on the oil and gas industry, the company expanded its product lines and markets over time to serve a wide range of industries, including agriculture, mining, marine, and steel. WTP has steadily increased its manufacturing footprint in Wichita Falls while building an international distribution network and establishing a global presence, all while maintaining its headquarters and core operations in the community.

They currently employ 30 full-time employees. WPT has identified the need for an expansion that would construct a 10,000 square foot manufacturing facility, upgrade

equipment, and create 12 new full-time positions over the next 3 years, allowing WPT to move additional assembly processes from Shanghai, China to Wichita Falls. WPT pays an average annual wage of \$73,350.

3. BOARD REVIEW / CITIZEN INPUT

The Board on March 26, 2026, heard a presentation from FWF staff, asked for public comment (no one spoke), and approved the item by a vote of 4-0.

4. RECOMMENDATION

The WFEDC, Forward WF, and city staff recommend approval of the resolution.

5. FUNDING SOURCE

WFEDC funds - the financial report from the Board's most recent meeting indicates approximately \$19.6M in available funds for new projects.

6. TIMELINE

N/A

7. ALTERNATIVE OPTIONS

1. WPT seek additional private financing for the expansion, or 2. cease the expansion project

8. ATTACHMENTS

1. 4A_Agenda Item
2. 4A_Reso_WPTPowerExpansion

WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
PROJECT SUMMARY
March 26, 2026

SUBJECT: Project USA Reshore

INITIATED BY: Moriah Williams

Overview:

WPT Power Corporation has been in operation since 1992 in Wichita Falls. They currently employ 30 full-time employees. WPT has identified the need for an expansion that would construct a 10,000 square foot manufacturing facility, upgrade equipment, and create 12 new full-time positions over the next 3 years, allowing WPT to move additional assembly processes from Shanghai, China to Wichita Falls. WPT pays an average annual wage of \$73,350.

The Project:

10,000 square feet expansion with a new product line will be added to the existing plant, retention of all existing full-time employees (30), and creating 12 new full-time positions.

Local Incentive Proposal:

The company is requesting the following from the Wichita Falls Economic Development Corporation:

Forgivable loan in the amount of \$550,000 paid out over two years and forgiven after 5 years. If benchmarks are met, forgiveness will be granted by retaining all existing employees and by adding 12 new full-time positions by the end of year 3.

Cash-for-jobs incentive in the amount of \$90,000 paid out at a rate of \$7,500 per full-time position created, up to 12 positions, and based off average annual wages at the facility being \$73,350 (149% higher than the average annual wages in Wichita Falls) and once the employee has been employed at the plant for at least 6 months or more.

Recommendation:

We recommend that a forgivable loan be paid out to WPT Power in the total amount of \$550,000, paid out to the company over two years, with proof of investment, and forgiven over 5 years for retaining all current employees and hiring 12 new full-time employees. A cash-for-jobs incentive not to exceed \$90,000 paid out at a rate of \$7,500 per new full-time position created, once the employee has been employed by WPT for a minimum of 6 months.



P.O. Box 8148
Wichita Falls, TX 76307
940-761-1971 P

info@WPTpower.com
www.WPTpower.com

January 5, 2026

Dear Wichita Falls Type A Board,

I am writing on behalf of WPT Power Corporation, a leading provider of innovative power transmission solutions serving industries such as manufacturing, energy, utility, mining, marine and agriculture, to formally request consideration for a forgivable loan and property tax abatement to support our expansion and growth within Wichita Falls. As a committed member of the community, we are eager to further our investment in Wichita Falls and contribute to its economic vitality.

WPT Power has been in operation since 1992 in Wichita Falls, currently employing 30 local individuals and generating an annual payroll of \$2.6 million, annual property taxes of \$40,000, annual inventory taxes of \$38,000. We are planning a significant expansion project that includes constructing a new 10,000 sq ft manufacturing facility, upgrading equipment, and creating 12 new jobs over the next 3 years. The initial projected investment for this expansion is \$2M, allowing WPT Power to move additional assembly processes from Shanghai, China to Wichita Falls, Texas. This initiative will not only strengthen our operations but also bring substantial benefits to the local economy, including increased employment opportunities, enhanced tax revenues over time, and support for local suppliers and businesses.

To facilitate this expansion, we respectfully request:

- **A forgivable loan in the amount of \$640,000 to cover initial construction costs and equipment purchases. The loan would be forgivable upon meeting agreed-upon milestones, such as job creation targets and investment thresholds.**
- **A property tax abatement for 10 years on the new facility, which would help offset startup costs and ensure the project's viability.**

We believe this support aligns with the board's mission to foster economic development and job growth in Wichita Falls. WPT Power is happy to provide supporting documents, upon request, including our business plan, financial projections, and a detailed economic impact analysis demonstrating the long-term benefits to the community. We welcome the opportunity to meet in person to discuss this proposal further and address any questions from the board.

Thank you for considering our request. We look forward to partnering with the Wichita Falls Type A Board to drive prosperity in Wichita Falls. Please feel free to contact me at (940) 761-1971 or byron.baber@wptpower.com to schedule a discussion.

Sincerely,

A handwritten signature in black ink, appearing to read "Byron Baber", with a long horizontal flourish extending to the right.

Byron Baber

Vice President

WPT Power Corporation

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$640,000 to WPT Power Corporation, to assist in facilitating a planned expansion of their current facility at 1600 Fisher Rd.

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 26, 2026, the Wichita Falls Economic Development Corporation's Board of Directors approved the project.

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

The project described above of the Wichita Falls Economic Development Corporation is hereby approved.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
April 7, 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 Economic Development Corporation (WFEDC, 4A) by authorizing Kingspan Group plc (UEC-LP) to assume the existing performance agreement between the WFEDC and MA Acquisition Co, LLC (Magic Aire) and providing that all terms of the existing contract remain in effect

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

Approve the assumption of the current performance agreement between the WFEDC and Magic Aire by Kingspan Group/UEC-LP who recently acquired the company. The agreement will otherwise remain in effect as-is.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Magic Aire, a Wichita Falls–based manufacturer of air handling and HVAC systems currently under a 2010 performance agreement with the Wichita Falls Economic Development Corporation, has been acquired by Kingspan Group plc through its Kingspan Data Solutions division. The acquisition expands Kingspan’s capabilities in data center and mission-critical infrastructure markets while allowing Magic Aire to continue operating under its existing brand and leadership with enhanced global resources. As part of this transition, the project includes reassigning the existing performance agreement, assuming a remaining loan balance of \$235,294.11, and retaining all 128 full-time employees. The company is requesting approval to transfer the current agreement and its terms to the new ownership.

3. BOARD REVIEW / CITIZEN INPUT

The Board at its March 26, 2026 meeting, heard a summary/proposal on behalf of the company by Forward WF staff, asked for public comments, and approved the project by a vote of 4-0.

4. RECOMMENDATION

The WFEDC, Forward WF, and city staff recommend approval of the resolution.

5. FUNDING SOURCE

WFEDC; however, no additional funds are being requested as part of this reassignment of the agreement.

6. TIMELINE

7. ALTERNATIVE OPTIONS

n/a

8. ATTACHMENTS

1. 4A_Agenda Item
2. 4A_Reso_MagicAireAcquisition

WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
PROJECT SUMMARY
March 26, 2026

SUBJECT: Magic Aire Contract Assumption

INITIATED BY: Moriah Williams

Overview:

MA Acquisition Co, LLC – known locally as Magic Aire, DBA United Electric, LLP, a Wichita Falls, Texas–based manufacturer of high-performance air handling and HVAC solutions who has a current performance agreement with the Wichita Falls Economic Development Corporation, dated July 20, 2010 and has remained in compliance on the agreement since its execution, has been acquired by Kingspan Group plc through its Kingspan Data Solutions division, marking a strategic expansion in the rapidly growing data center and mission-critical infrastructure market. The acquisition brings Magic Aire’s engineering expertise and advanced manufacturing capabilities into Kingspan’s global portfolio, strengthening its ability to deliver integrated thermal management solutions while increasing production capacity to meet rising demand. As part of Kingspan Data Solutions, Magic Aire will continue operating under its established brand and leadership, while benefiting from greater access to global resources, supply chain efficiencies, and long-term investment to support continued growth and innovation.

The Project:

Reassign the existing performance agreement and assume the owed amount on the loan of \$235,294.11, to include the retention of all existing full-time employees (128) to the new company.

Local Incentive Proposal:

The company is requesting the following from the Wichita Falls Economic Development Corporation:

Allow the reassignment of the existing contract and terms (listed above).

Recommendation:

We recommend that UEC-LP assume the existing performance contract between the WFEDC and MA Acquisition Co., LLC, with a balance of \$235,294.11, and agree to all terms of the contract remaining in tact.

Magic Aire Announces Acquisition by Kingspan to Strengthen Manufacturing Capability and Support Growth

[Wichita Falls, Texas] – [March 02, 2026] – Magic Aire, a leading manufacturer of high-performance air handling solutions, is pleased to announce that it has been acquired by Kingspan Group plc through its specialist data center division, Kingspan Data Solutions.

Based in the United States, Magic Aire designs and manufactures high-quality air handling units and engineered HVAC solutions for mission-critical and industrial applications. The acquisition strengthens their manufacturing capability and operational scale, supporting continued growth and expansion in the rapidly evolving data center and mission-critical infrastructure markets, in which Kingspan Data Solutions operates.

Magic Aire brings strong manufacturing expertise, advanced production capabilities, and a reputation for engineering quality that complements Kingspan Data Solutions' existing portfolio. The addition of Magic Aire enhances Kingspan's ability to deliver highly engineered, integrated solutions while increasing production capacity and operational resilience to support global customer demand.

"Magic Aire is a strong manufacturing business with deep technical expertise and a proven track record of delivering high-quality engineered solutions," said Seamus Cussen, Divisional Managing Director, Kingspan Data Solutions. "Bringing Magic Aire into Kingspan Data Solutions strengthens our manufacturing capability and operational capacity, supporting our long-term growth strategy and enabling us to better serve customers in key markets."

"Joining Kingspan Data Solutions represents an exciting opportunity for Magic Aire," said Ron Duncan, President of Magic Aire. "Kingspan shares our commitment to engineering excellence, manufacturing quality, and customer service. With Kingspan's global reach and investment capability, we are well positioned to expand our operations and support customers with even greater capacity and technical expertise."

Magic Aire will continue to operate under its established brand and leadership team, ensuring continuity for customers and partners. As part of Kingspan Data Solutions, the business will benefit from enhanced access to global resources, supply chain capabilities, engineering expertise, and long-term investment in manufacturing and innovation.

The acquisition reinforces Kingspan Data Solutions' commitment to expanding its manufacturing platform and strengthening its ability to deliver advanced engineered solutions for data centers and other mission-critical environments worldwide.

{end}

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing Kingspan Group plc (UEC-LP) to assume the existing performance agreement between the WFEDC and MA Acquisition Co, LLC (Magic Aire) and providing that all terms of the existing contract remain in effect.

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 26, 2026, the Wichita Falls Economic Development Corporation's Board of Directors approved the project;

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

The project described above of the Wichita Falls Economic Development Corporation is hereby approved.

PASSED AND APPROVED this the 7th day of April, 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 April 7, 2026 Transmittal Letter

Agenda Item Number: 10.a.

Agenda Item Name: Resolution renaming the “South Weeks Park” to the “Kelly Crush Memorial Park,” located at 2006 Southwest Parkway, Wichita Falls, TX

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

Department Submitted: City Manager

Staff Contact:

Blake Jurecek, Assistant City Manager

1. PURPOSE / DESCRIPTION

This Resolution will rename “South Weeks Park” to “Kelly Crush Memorial Park” of Wichita Falls in recognition of fallen Wichita Falls Firefighter, Kelly Crush.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Kelly Crush served the citizens of Wichita Falls as a member of the Wichita Falls Fire Department for over twenty years. Throughout his career, he distinguished himself not only as a dedicated firefighter but as someone who left a lasting impression on everyone he encountered. Those who knew him described Kelly as a kind-hearted, caring individual who would do anything for anyone. His sense of humor and "never quit" attitude was an inspiration to his fellow firefighters, his friends, and the broader community.

In 2008, Kelly was diagnosed with Amyotrophic Lateral Sclerosis (ALS), commonly known as Lou Gehrig's Disease. Rather than step away from public life, Kelly spent the final four years of his life serving as a national spokesperson for the Muscular Dystrophy Association, raising awareness and advocating on behalf of individuals and families affected by ALS and other neuromuscular diseases. Kelly passed away in 2012, but his impact, both locally and nationally, continues to be felt by the many lives he touched. He

was truly one of a kind.

Staff believes it is fitting and appropriate to honor Kelly Crush's legacy of service, courage, and compassion by renaming South Weeks Park as "Kelly Crush Memorial Park." See Exhibit A. The renaming would serve as a lasting tribute to a man who dedicated his life to serving others, both as a firefighter protecting his community and as an advocate giving voice to those affected by a devastating disease.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends this approval.

5. FUNDING SOURCE

General Fund - Traffic Engineering - Signs (1007100-77451) Supply costs less than \$500 as labor would occur in-house; will seek private grants if made available.

6. TIMELINE

60-90 days for sign design, creation, and installation.

7. ALTERNATIVE OPTIONS

City Council is not required to make any name changes, and the sole authority lies in Council's purview; as such, the alternative would be to leave the park name as is.

8. ATTACHMENTS

1. R_Renaming of South Weeks Park.v2
2. Exhibit A

RESOLUTION NO. ____

Resolution renaming the “South Weeks Park” to the “Kelly Crush Memorial Park” located at 2006 Southwest Parkway, Wichita Falls, TX

WHEREAS, the City of Wichita Falls adopted Resolution 152-2025 establishing a policy for the naming of City-owned properties and facilities; and,

WHEREAS, Kelly Crush served the City of Wichita Falls and its citizens with distinction as a member of the Wichita Falls Fire Department for over twenty (20) years, dedicating his career to the protection of life and property; and,

WHEREAS, throughout his years of service, Kelly Crush demonstrated unwavering courage, professionalism, and commitment to the safety and well-being of the residents of Wichita Falls; and,

WHEREAS, Kelly Crush was known by his fellow firefighters and the community as a kind-hearted, caring individual who would do anything for anyone, whose sense of humor and “never quit” attitude was an inspiration to all who knew him; and,

WHEREAS, in 2008, Kelly Crush was diagnosed with Amyotrophic Lateral Sclerosis (ALS), commonly known as Lou Gehrig’s Disease, a progressive neurodegenerative disease that affects nerve cells in the brain and spinal cord; and,

WHEREAS, rather than retreat from public life following his diagnosis, Kelly Crush devoted the final four years of his life as a national spokesperson for the Muscular Dystrophy Association, raising awareness and advocating on behalf of individuals and families affected by ALS and other neuromuscular diseases; and,

WHEREAS, Kelly Crush passed away in 2012, leaving behind a legacy of selfless service, courage, and compassion that impacted the lives of countless individuals both in the Wichita Falls community and across the nation; and,

WHEREAS, those who knew Kelly Crush best have attested that he was truly one of a kind — a man who touched lives wherever he went and whose spirit continues to inspire acts of service and generosity; and,

WHEREAS, the City Council finds it fitting and appropriate to honor the memory and legacy of Kelly Crush by renaming South Weeks Park, a beloved community gathering place, as “Kelly Crush Memorial Park”; and,

WHEREAS, this renaming will serve as a lasting tribute to Kelly Crush’s extraordinary service to his community, his courageous battle with ALS, and his tireless advocacy on behalf of others.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY

OF WICHITA FALLS, TEXAS, THAT:

South Weeks Park, located at 2006 Southwest Parkway, Wichita Falls, TX 76302, is hereby named and recognized as the Kelly Crush Memorial Park in recognition of his total efforts of serving and representing the City of Wichita Falls.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk

Exhibit A





STRATEGIC PILLAR

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

City Council April 7, 2026 Transmittal Letter

Agenda Item Number: 10.b.

Agenda Item Name: Resolution Approving a Contract with Texas First LLC for the services of Mitch Bates as Interim Police Chief for the City of Wichita Falls at a rate of \$117.40 per hour

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

Department Submitted: City Manager

Staff Contact:

Jeffery Jenkins, City Manager
James McKechnie, Deputy City Manager

1. PURPOSE / DESCRIPTION

This Resolution authorizes the City Manager to execute a contract with Texas First LLC for Interim Police Chief services with Mitch Bates for the City of Wichita Falls Police Department.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Following the retirement of Police Chief Manuel Borrego, the City has an immediate need for experienced, steady leadership at the Wichita Falls Police Department. The Police Department is entering an important period of transition, and the City recognizes that its officers and the community they serve deserve a strong, independent leader who can provide stability and direction during this time. To that end, the City Manager worked with Texas First LLC and has identified a highly qualified candidate to serve as Interim Police Chief while a search for a permanent chief is conducted.

Mitch Bates brings more than two decades of proven executive leadership in municipal law enforcement and city management. He served as Police Chief of the City of Garland, Texas, from 2003 to 2019, and subsequently served as Garland's Deputy City

Manager from 2019 until his retirement in 2026. Chief Bates is a graduate of the FBI National Academy (2005) and served as Chairman of the North Texas Major Cities Police Chiefs from 2010 to 2019. His commitment to community engagement has been widely recognized, including the Garland Community Relations Award (2019), NAACP Bridge Builder of the Year (2009 and 2015), and the Community Service Award from Garland Hispanic Affairs (2015 and 2019). He holds a Bachelor of Business Administration in Business Analysis from Texas A&M University and a Master of Science in Organizational Behavior from the University of Texas at Dallas.

The proposed contract provides for an initial term beginning April 7, 2026, for an anticipated duration of approximately four to seven months, or until a permanent Police Chief is appointed, whichever occurs first. Compensation is set at a rate of \$117.00 per hour, plus a housing stipend and health benefits. The Interim Police Chief will report directly to the City Manager and will be responsible for the day-to-day leadership and operations of the Police Department, including supporting the City's ongoing engagement with 21CP Solutions as part of the department's organizational review.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends this approval.

5. FUNDING SOURCE

General Fund Police Department - Salaries Supervision (1003105-60015) funding from vacant positions across department

6. TIMELINE

Effective upon Council approval until a permanent Police Chief is appointed.

7. ALTERNATIVE OPTIONS

City Council could choose not to approve the contract and direct the City Manager to pursue alternative arrangements for interim leadership of the Police Department, including appointment of an internal acting chief or a revised search process.

8. ATTACHMENTS

1. Res-Interim Police Chief

Resolution No. ____

Resolution Approving a Contract with Texas First LLC for the services of Mitch Bates as Interim Police Chief for the City of Wichita Falls at a rate of \$117.40 per hour

WHEREAS, the City of Wichita Falls has a need to ensure continuous, effective leadership of the Wichita Falls Police Department during a period of transition; and,

WHEREAS, the City of Wichita Falls engaged the services of Texas First LLC to identify and procure qualified candidates for the position of Interim Police Chief; and,

WHEREAS, through this engagement, Texas First LLC presented Mitch Bates as a candidate possessing the qualifications, experience, and leadership capacity necessary to serve as Interim Police Chief of the Wichita Falls Police Department; and,

WHEREAS, Mitch Bates possesses extensive law enforcement and municipal executive leadership experience, having served as Police Chief of the City of Garland, Texas from 2003 to 2019 and as Deputy City Manager from 2019 until his retirement in 2026, and is a graduate of the FBI National Academy, a former Chairman of the North Texas Major Cities Police Chiefs, and the recipient of numerous community leadership awards including the NAACP Bridge Builder of the Year; and,

WHEREAS, the City Manager has identified Mitch Bates as a qualified candidate to serve as Interim Police Chief and has negotiated the terms of a contract for such services; and,

WHEREAS, the proposed contract provides for an initial term of 4 to 8 months, with compensation of \$117.40 per hour for a period of time that will exceed the \$100,000.00 threshold for Council approval, and will include provisions for a housing stipend of approximately \$12,000.00; and,

WHEREAS, the appointment of an Interim Police Chief will provide stability, continuity, and effective leadership of the Police Department while the City searches for a permanent Police Chief; and,

WHEREAS, the City Council finds it to be in the best interest of the City and its residents to approve the contract and authorize the City Manager to execute the same on behalf of the City.

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 a contract with Texas First LLC for Interim Police Chief services with Mitch Bates, in a form approved by the City Attorney, and to take all actions necessary to effectuate the terms of said contract.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
April 7, 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: 10.c.

Agenda Item Name: Resolution authorizing a performance agreement and appropriating Tax Increment Financing (TIF) Reinvestment Zone #3 funds to a New Day Empowerment Center (dba House of Empowerment) at 511 Mississippi Ave., for a three (3) year forgivable loan up to \$200,000 to support the expansion of community outreach services with facility improvements upgrading to a commercial kitchen and food preparation area

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

Department Submitted: Development Services

Staff Contact:

Fabian Medellin, Director of Development Services
Karen Montgomery-Gagne, Principle Planner

1. PURPOSE / DESCRIPTION

The TIF #3 board voted unanimously (5-0) to recommend providing financial support to a New Day Empowerment Center, conducting business as House of Empowerment, for architectural design services, minor demolition, construction, and ancillary project fees associated with renovating and upgrading to a commercial kitchen and food preparation area.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The tax-exempt nonprofit requested funding from the TIF #3 Board to expand and upgrade its commercial kitchen to support growing community outreach efforts. The organization provides life-skills and recovery-focused programs for marginalized populations—including unhoused individuals, youth, and recovering addicts—serving over 100 participants weekly and offering meals as part of its services. The current kitchen is inadequate for demand. The applicant submitted a detailed project cost

estimate of \$285,764, covering design, construction, and related fees for the expansion.

3. BOARD REVIEW / CITIZEN INPUT

April 13, 2025 – Application version 1 submitted to the City of Wichita Falls

April – Oct 2025 - Applications on hold until the TIF #3 Board of Directors determines funding allocation priorities.

Aug – Sept 2025 – Application revisions.

Oct 3, 2025 – Meeting with applicant and submission of revised application 2.

Oct 15, 2025 – TIF #3 Board conducts a public hearing; recommends professional design assistance.

Nov 4, 2025 – City Council ratifies Board recommendation (up to \$10,000).

Dec 10, 2025 – Pre-development meeting with applicant and design professionals.

Jan 20, 2026 – Applicant submits a draft site plan/cost proposal from design professionals.

Feb 17, 2026 – TIF #3 Board conducts public hearing; recommends funding request.

April 7, 2026 – City Council considers ratifying the Board's recommendation.

4. RECOMMENDATION

Staff recommends approval of the resolution and agreement.

5. FUNDING SOURCE

TIF 3 Fund - Contract Other (7726152-73999)

TIF #3 Board funding recommendation included a stipulation and timeline:

1. Initial funding: Applicant shall raise funds for the initial project costs of \$75,000 and provide confirmation of funding availability prior to reimbursement of TIF funds.
2. Timeline: Applicant shall raise \$75,000 within 12 months of the TIF #3 award. If funds are not obtained within this timeframe, the applicant shall provide the TIF #3 Board with a new plan of action.
3. TIF #3 funds: \$200,000 (dependent upon applicant meeting milestones)

6. TIMELINE

The agreement will be executed following approval of the meeting. Staff met with the organization's leadership in a pre-development meeting and a walk-through of the facility to provide guidance on the necessary steps and permitting plans. New Day Empowerment Center will proceed with contracts from a qualified design professional and construction company once the resolution is approved.

7. ALTERNATIVE OPTIONS

If not approved, the organization will need to continue fundraising for the remaining funds, not just the initial \$75,000, potentially impacting the ability to provide services and expand mission outreach.

8. ATTACHMENTS

1. Location Map_Project Photos-511 Mississippi
2. Resolution_511 Mississippi_New Day Empowerment Center-04-07-26

Location/Aerial Map Documentation: 511 Mississippi (New Day Empowerment Center)



Aerial Location Map:

511 Mississippi

Between Walnut & Jalonick/E
Scott

Situated in TIF #3 Zone (purple)

CWF – aerals - 2024



Google Street View – June 2023

Project Photos: 511 Mississippi (New Day Empowerment Center)
Existing kitchen facilities and food storage/preparation areas



Large-scale cooking restricted by a 4-burner stove/1-oven, often not in working order.



Project Photos Cont'd: 511 Mississippi (New Day Empowerment Center)
Existing kitchen facilities; limited food preparation areas; ill-equipped and undersized.



Project Photos Cont'd: 511 Mississippi (New Day Empowerment Center)
Existing kitchen facilities; limited equipment, preparation areas & function.



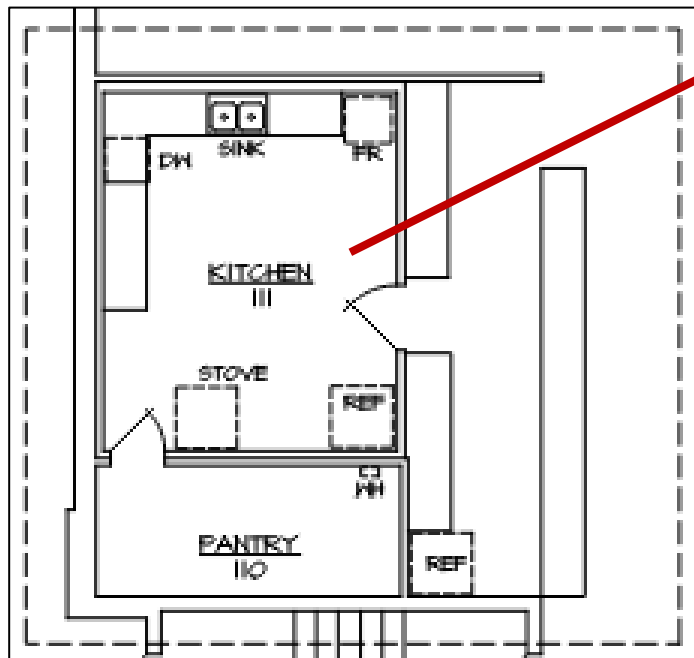
GBA, Architects, LLC. Site Plans:

Commercial Kitchen & Food Prep Renovations

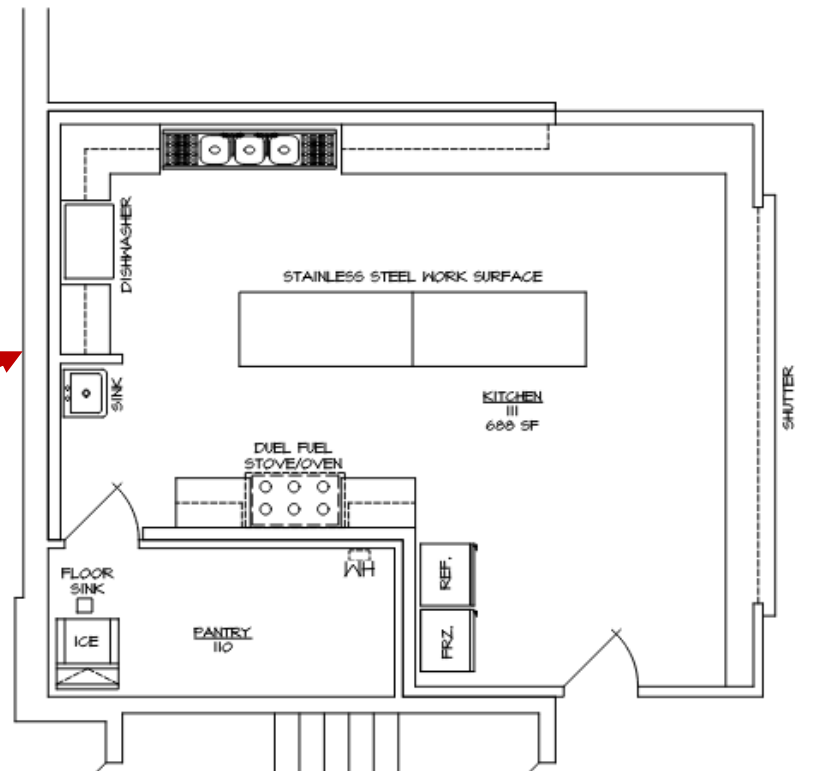
(Existing & Proposed Design)

511 Mississippi – New Day Empowerment Center
(dba House of Empowerment)

① FLOOR PLAN - EXISTING (18,775 GSF)
SCALE: 1/8" = 1'-0"



② ENLARGED PROPOSED FLOOR PLAN
SCALE: 1/4" = 1'-0"



DRAWN BY LMR
CHECKED BY KH
DATE 9 DEC 2025

RENOVATION OF KITCHEN
at
HOUSE OF EMPOWERMENT MINISTRIES

WICHITA FALLS, TEXAS TX 76301

511 MISSISSIPPI AVE

GBA
ARCHITECTS, LLC

4309 Old Jacksboro Hwy
Suite D
Wichita Falls, Texas
76302
940-692-1004

Resolution No. _____

Resolution authorizing a performance agreement and appropriating Tax Increment Financing (TIF) Reinvestment Zone #3 funds to a New Day Empowerment Center (dba House of Empowerment) at 511 Mississippi Ave., for a three (3) year forgivable loan up to \$200,000 to support the expansion of community outreach services with facility improvements upgrading to a commercial kitchen and food preparation area

WHEREAS, the City Council created the Tax Increment Financing Reinvestment Zone #3 (TIF #3) for the purpose of encouraging economic development and increasing the tax base in Council District 2; and,

WHEREAS, the City Council wishes to pursue the development of public-private partnerships that further enhance development opportunities; and,

WHEREAS, on February 17, 2026, the Board of Directors of the TIF #3 recommended an expenditure supporting the renovation and expansion of a commercial kitchen and food preparation area.

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

1. TIF #3 funds for a three (3) year forgivable loan in the amount up to \$200,000 are hereby appropriated to New Day Empowerment Center, DBA House of Empowerment, for the purpose of supporting community outreach missions through the 'Restoration' class program serving marginalized persons within TIF #3 Zone, Council District #2 and Wichita Falls by expanding existing facilities to establish a commercial kitchen and food preparation area.
2. TIF #3 public-private partnership provision that New Day Empowerment Center, DBA House of Empowerment, shall contribute the initial project funding in the amount of \$75,000 within 12-months of this resolution authorization in order to be eligible to receive TIF #3 reimbursement funding assistance.
3. The TIF #3 Chair is authorized to enter into a performance agreement for the TIF #3 funds.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk



**City Council
April 7, 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: 10.d.

Agenda Item Name: Resolution authorizing the City Manager to execute a one-year lease with the Wichita Falls Railroad Museum, a Texas nonprofit corporation, for the use of City-owned property located at 501 8th Street with an option to renew for two (2) additional 1 year periods

Council Action to be Taken: Approval of Resolution

Department Submitted: Property Management

Staff Contact:

Pat Hoffman, Property Administrator

1. PURPOSE / DESCRIPTION

To approve a lease agreement with the Railroad Museum that will showcase the history, contributions, and impact the railroad industry has had on Wichita Falls while providing family-focused destinations and events.

The organization will be at the meeting to provide a short presentation and to answer any questions the Council may have.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The city is the owner of numerous railroad artifacts and train cars that occupy city-owned property. A non-profit Railroad Museum board will showcase and preserve local and regional history at their own expense, which can attract visitors, and increase spending at nearby businesses. This in turn can generate sales tax revenue which will support local businesses. Instead of sitting vacant, city-owned property becomes an active and maintained space that contributes to the value of the community. A lease agreement places the responsibility for upkeep, improvements, and operations on the museum. Special events, fundraising events, and private parties create gathering

opportunities and increase civic pride and participation.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Approve the resolution authorizing the City Manager to execute the lease.

5. FUNDING SOURCE

Nominal lease payment to be made by the lessee and recorded at General Fund - Property Administration - Property Lease (1006600-56276)

6. TIMELINE

Provided electrical services are completed on site, the intent is to have a soft opening by invitation on May 23, 2026 with a Grand Opening on June 6th for public opening.

7. ALTERNATIVE OPTIONS

Not enter into a lease agreement and place maintenance responsibilities back on the city.

8. ATTACHMENTS

1. Res - Railroad Museum Lease 2026

Resolution No. _____

Resolution authorizing the City Manager to execute a one-year lease with the Wichita Falls Railroad Museum, a Texas nonprofit corporation, for the use of City-owned property located at 501 8th Street with an option to renew for two (2) additional 1-year periods

WHEREAS, a railroad museum serves as a custodian of our rich railway history, preserving artifacts, equipment, and stories that would otherwise be lost to time, and reopening the railroad museum presents numerous educational benefits and attracts tourists and visitors from far and wide, contributing to the local economy; and,

WHEREAS, the Wichita Falls Railroad Museum desires to renew their lease for the property at 501 8th Street for the display of trains, railroad-related memorabilia, and other local historical items owned by the City of Wichita Falls; and,

WHEREAS, the City Council of Wichita Falls determines this lease serves a governmentally-related municipal public purpose; and,

WHEREAS, the City Council of Wichita Falls and the Wichita Falls Railroad Museum desire to enter into a one-year lease agreement for operations and management of the railroad museum.

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

The City Manager is authorized to negotiate and execute a Lease Agreement with the Wichita Falls Railroad Museum for the management, operations, and maintenance of the Railroad Museum, in a form approved by the City Attorney.

PASSED AND APPROVED this the 7th day of April, 2026.

MAYOR

ATTEST:

City Clerk

WICHITA FALLS RAILROAD MUSEUM
LEASE AGREEMENT

THIS LEASE is entered into as of the _____ day of March, 2026, by the City of Wichita Falls, Texas, a Texas municipal corporation (“Landlord”), and the Wichita Falls Railroad Museum, a Texas nonprofit corporation (“Tenant”).

1. LEASE AND PREMISES. Landlord leases to Tenant the Property more fully described in **Exhibit A**, hereinafter described as the “Leased Premises.” While included in the red outlined area, in no event is Tenant responsible for maintaining the unimproved portion of 9th Street.

2. TERM. This Lease shall be for a term of ____ months, commencing on the ____ day of _____, 2026, and ending the ____ day of _____, 202_. Parties may renew this Agreement for two (2) additional 1-year periods upon written agreement by Parties, subject to the satisfactory negotiation of terms.

3. OWNERSHIP.

a) Parties agree that the previous Tenant abandoned the locomotives, rail cars, and personal property when the original lease expired. As such, the locomotives, rail cars, and all personal property became the property of the Landlord. Parties agree that Landlord is the sole owner of the locomotives, railcars, and all personal property currently located on Leased Premises, including but not limited to items in **Exhibit C**.

b) The undersigned Parties agree that the rail cars identified in Exhibit C, currently located on property owned by the City of Wichita Falls, will not be sold or removed from the property by either party for the duration of this lease or renewal without an agreement by the parties. Tenant shall be the caretaker of the aforementioned cars and may proceed with repair and restoration program as outlined in this lease and put them into service to benefit the Railroad Museum.

4. PURPOSE & ACCESS. Tenant shall only have the right to use the Leased Premises as a museum for railroad, oil, transportation display, and other similar historical items. If at any time the Leased Premises are converted to a non-museum use without the express written consent of the Landlord, the Tenant may be considered in default by Landlord. Tenant shall furnish Landlord with access codes, combinations, or keys to the Leased Premises to allow for access due to inspections, maintenance, and/or emergency response. If Tenant changes codes, combinations, or locks, then Tenant will provide Landlord with updated access codes, combinations, and keys within seven (7) days of any such change. Parties agree the locomotives and railcars are the sole property of Landlord and shall remain on Leased Premises for the duration of the lease agreement, unless mutually agreed upon otherwise.

5. RENT. Tenant shall pay Landlord rent of \$10.00 for this 12-month Lease. As additional consideration for this Lease, Tenant will be obligated to provide a museum with regular operating hours for the public.

6. HOURS OF OPERATION. Tenant shall open as found on the calendar in **Exhibit B**.

Tenant may request to modify the hours of operation upon five (5) days prior written notice to Landlord, provided that such modification does not materially affect the core services outlined in this Agreement.

7. MAINTENANCE AND REPAIRS.

a) Real Property. Tenant shall maintain and operate the Leased Premises and improvements in their existing condition in accordance with all applicable laws, rules, ordinances, orders, and regulations of federal, state, county, municipal, and other governmental agencies and bodies having or claiming jurisdiction over the Leased Premises. Tenant shall keep the Leased Premises in an attractive condition, clean and free from trash and other offensive objects.

b) Locomotives, Railroad Cars, and Personal Property. Tenant shall maintain and display the locomotives, railroad cars (**Exhibit C**), and personal property items relevant to rail and transportation history on the Leased Premises. Any request for repairs or restoration of the railroad cars shall be submitted to Landlord for prior written approval, and such requests must be agreed to by Landlord in writing prior to repair or restoration. However, Tenant is authorized to make emergency and life safety repairs on the Property.

c) All permanent improvements constructed on the Leased Premises by Tenant shall become fixtures to the Leased premises and become the property of Landlord upon installation and becoming Landlord's property free and clear of all claims to or against them by Tenant or anyone claiming by, through, or under Tenant. Tenant shall not destroy or modify any improvements without Landlord's written approval. Tenant nor Landlord shall not sell or remove any items listed in **Exhibit C** without prior written approval from Landlord. **Tenant shall defend and indemnify Landlord against all liability and loss arising from such claims or from Landlord's exercise of the rights conferred by this paragraph.** Tenant has accepted the Leased Premises in their "AS IS" condition on the date of this Lease and is, except as expressly provided herein, accepting the Leased Premises without representation or warranty, express or implied in fact or by law and without recourse to the Landlord as to the nature, condition or usability thereof or the use or uses for which the Leased Premises or any portion thereof may be put.

8. TAXES AND ASSESSMENTS. As a museum, Leased Premises are intended to be used for governmental use. Notwithstanding, Tenant shall pay all taxes, assessments, and other government charges attributable to the Leased Premises when due. Failure to pay taxes constitutes a material breach of this Lease.

9. UTILITIES. Tenant shall pay utility bills incurred in connection with the use and occupancy of the Leased Premises. If utility services are disrupted, Tenant is not entitled to any reduction of rent.

10. ADVERTISEMENT. Tenant shall maintain a presence on social media and utilize advertising, as appropriate, to promote the museum.

11. BOARD MEMBER. Tenant shall create a board member position for Landlord, which will be filled by appointment by the Mayor of the City of Wichita Falls.

12. LIABILITY AND INDEMNITY. Tenant agrees to indemnify and hold harmless

Landlord from and against any and all claims, suits, actions, losses, costs, liabilities, and damages (including, but not limited to, attorney's fees) for injury to persons, including death, or damage to property resulting from Tenant's occupancy of the Leased Premises or from any act or omission of Tenant or Tenant's agents, servants, employees, contractors, customers, or invitees. Tenant shall indemnify Landlord pursuant to this clause, regardless of the acts, omissions, or negligence of Landlord or Landlord's officers, agents, or employees, or any condition of the property.

13. FIRE AND OTHER CASUALTY DAMAGE. In the event the improvements on the Leased Premises are damaged or destroyed, partially or totally, whether or not such damage or destruction is covered by any insurance required to be maintained under this Lease, the Tenant shall repair, restore, and rebuild the Leased Premises to their condition existing immediately prior to such damage or destruction and this Lease shall continue in full force and effect. Such repair, restoration, and rebuilding (herein called the "repair") shall commence within a reasonable time after such damage or destruction and shall be diligently prosecuted to completion.

14. LEGAL USE; ENVIRONMENTAL COMPLIANCE. Tenant shall not use, occupy, or permit the Leased Premises to be used or occupied for any purpose that is illegal, dangerous to life, limb, or property, or that would constitute a nuisance. Tenant covenants and agrees to comply strictly and in all respects with the requirements of any applicable law, statute, ordinance, permit, decree, guideline, rule, regulation, or order pertaining to health or the environment.

15. TENANT'S FURNITURE, FIXTURES, PERSONALTY, AND CLEANUP. Prior to the termination of this Lease, Tenant shall remove all Tenant's furniture, Tenant's trade fixtures, and Tenant's personal property from the Leased Premises, shall repair any damage caused by such removal, and shall thoroughly clean the Leased Premises, and remove all trash, debris, dirt, and other materials and substances in, on or about the Leased Premises arising out of or related to Tenant's use of the Leased Premises. Tenant shall not remove any items found in **Exhibit C** from the Leased Premises without prior written approval from Landlord. Should Tenant fail to comply with this provision, Tenant agrees to pay Landlord's expenses associated with such cleanup.

16. ASSIGNMENT AND SUBLEASE. Without the prior written consent of Landlord, which consent may be withheld in Landlord's sole discretion, Tenant shall not have the right to assign all or any part of Tenant's rights under this Lease or to sublet any part of the Leased Premises. Consent by Landlord to any such assignment or sublease shall not relieve Tenant of its liabilities and obligations under the Lease.

17. DEFAULT BY TENANT. Tenant shall be in default of this Lease if Tenant fails to perform, observe, or comply with any of the terms, provisions, agreements, covenants, or conditions of this Lease.

18. TERMINATION. Either Party may terminate this Agreement with cause upon 90 days' written notice to the other Party.

19. INSURANCE. Tenant will procure and keep insurance in effect during the term of this Agreement. Contractor shall procure and maintain insurance policies of specific coverages set forth in this section

a) **Commercial General Liability Insurance.** Tenants shall maintain Commercial General Liability Insurance covering bodily injury and contractual liability with limits of not less than:

- \$1,000,000.00 each accident/occurrence
- \$2,000,000.00 aggregate

b) The City of Wichita Falls shall be named as additional insured on such policy, and policy shall include a waiver of subrogation in favor of the City, to the extent permitted by law. Tenant shall provide Landlord with at least thirty (30) days' prior written notice of cancellation, nonrenewal, or material modification of the required insurance coverage.

20. VISITOR SIGN-IN REGISTER. Tenant will maintain an accurate record of all people who visit Leased Premises via a Visitor Sign-In Register. Said register will additionally record the date the people visited the Premises. Tenant will provide Landlord with complete copies of this register on a quarterly basis as follows: March 1, June 1, September 1, and December 1.

21. BUDGET AND AUDIT. Tenant shall prepare and maintain an adequate set of records in detail, documenting all revenues and expenses associated with Tenant's operation and management of the Leased Premises and will provide Landlord access to such upon written request. Such method shall include the keeping of the following records:

- a) Regular books of accounting, such as general ledgers;
- b) Cash receipts and cash disbursement journals, including any supporting and underlying documents such as invoices, vouchers, checks, tickets, bank statements, and the like;
- c) State and Federal business income tax returns and sales tax returns and checks and other documents proving payment of sums shown, if any;
- d) Preparation of operating budgets;
- e) Preparation of reports with respect to all financial aspects of the Leased Premises, such as payroll data, cash receipts, accounts receivable, budget reports, and detailed profit Leased Premises information; and
- f) Maintenance of accounting records and preparation of annual financial statements of the Leased Premises, in accordance with generally accepted accounting principles, consistently applied.

22. NON-WAIVER. Failure on the part of Landlord to complain of any action or non-action on the part of Tenant, no matter how long the same may continue, shall not be deemed a waiver by Landlord of any of its rights under this Lease.

23. ATTORNEY'S FEES AND OTHER EXPENSES. If any action at law or in equity is necessary to enforce this Agreement, each Party agrees to pay its own attorney fees and will not seek to recover its attorney fees from the other Party. Tenant understands that pursuant to Local Govt. Code §271.153(a)(3), the total amount of money awarded in an adjudication brought against a governmental entity for breach of a contract includes reasonable and necessary attorneys' fees that are equitable and just. Tenant expressly waives its statutory rights to recover attorneys' fees as outlined in §271.153(a)(3).

24. LANDLORD'S ENTRY.

(a) Landlord may enter the Leased Premises during Tenant's normal business hours to inspect the property or for any other purpose. If Landlord enters the property during Tenant's normal business hours, Landlord shall sign the guest registry.

(b) Landlord may enter the Leased Premises outside of normal business hours to inspect the property or for any other purpose, provided that Tenant is given prior notice within normal business hours.

(c) In the event of an emergency, Landlord may enter the property without prior notice, but Landlord will notify Tenant of the entry in writing within one (1) business day.

25. NOTICES. All notices required or permitted hereunder shall be in writing and may be given or served by depositing such notice with the United States postal service, certified mail with return receipt requested, postage prepaid, or by delivering same in person, addressed as follows:

To Landlord: City of Wichita Falls

City Manager
P.O. Box 1431
Wichita Falls, Texas 76301

To Tenant: Wichita Falls Railroad Museum

Janet B. Saville, President,
Wichita Falls Railroad Museum
P.O. Box 22
Wichita Falls, Texas 76307

26. ENTIRE AGREEMENT AND MODIFICATION. This Lease constitutes the entire Agreement between Landlord and Tenant and may be modified or amended only by a written document duly executed by both Landlord and Tenant.

27. GOVERNING LAW. This Lease shall be governed by and construed in accordance with the laws of the State of Texas. All legal actions to improve or continue this Lease shall be instituted in the courts of Wichita County, Texas. If any provision hereof is invalid or unenforceable, then the remainder of this Lease shall not be affected thereby and shall remain in full force and effect.

28. GOVERNMENTAL FUNCTION. All parties agree that this contract pertains solely to a governmental function taken by or on behalf of the City of Wichita Falls. All parties expressly agree that the City is not engaging in any propriety functions.

29. IMMUNITY RETAINED. Tenant understands this is not an agreement to provide goods or services to Landlord under Tex. Local Gov't Code §271.151. As such, Parties understand and agree this Agreement does not waive immunity against Landlord/City under Tex. Local Gov't Code §271.152. In the event that it is determined by a court of competent jurisdiction this is an

agreement where a good or service is provided by Tenant to Landlord, Tenant expressly waives any and all rights granted to Tenant under Tex. Local Gov't Code §271.151-154 such that Landlord retains its governmental immunity from suit.

30. WAIVER OF WARRANTY OF CONDITION. LANDLORD HAS MADE NO WARRANTIES TO TENANT AS TO THE USE OR CONDITION OF THE LEASED PREMISES, EITHER EXPRESS OR IMPLIED, AND LANDLORD AND TENANT EXPRESSLY DISCLAIM ANY IMPLIED WARRANTY THAT THE LEASED PREMISES ARE SUITABLE FOR TENANT'S INTENDED COMMERCIAL PURPOSE OR ANY OTHER WARRANTY (EXPRESS OR IMPLIED) REGARDING THE LEASED PREMISES. TENANT EXPRESSLY WAIVES (TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW) ANY CLAIMS UNDER FEDERAL, STATE OR OTHER LAW THAT TENANT MIGHT OTHERWISE HAVE AGAINST LANDLORD RELATING TO THE USE, CHARACTERISTICS OR CONDITION OF THE LEASED PREMISES. LANDLORD AND TENANT EXPRESSLY AGREE THAT THERE ARE NO, AND SHALL NOT BE ANY, IMPLIED WARRANTIES OF MERCHANTABILITY, HABITABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER KIND ARISING OUT OF THIS LEASE AND THAT ALL EXPRESS OR IMPLIED WARRANTIES IN CONNECTION HERewith ARE EXPRESSLY DISCLAIMED AND WAIVED.

31. COUNTERPARTS; FACSIMILE; EMAIL. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. For purposes of this Agreement, any signature transmitted by facsimile or email (in PDF or comparable format) shall be considered to have the same legal and binding effect as an original signature. No party hereto shall raise the use of a facsimile machine, electronic mail, or comparable electronic transmission to deliver a signature or the fact that any signature was transmitted or communicated through the use of a facsimile machine, electronic mail, or comparable electronic transmission as a defense to the formation or enforceability of a contract and each such party forever waives any such defense.

WITNESS THE EXECUTION HEREOF as of the date first set forth hereinabove.

LANDLORD:

TENANT:

Jeffery Jenkins
City Manager
City of Wichita Falls

Janet B. Saville
President
Wichita Falls Railroad Museum

Attest:

City Clerk

Approved as to form:

City Attorney

EXHIBIT A

Description of Real Property Situated in Wichita County, Texas

LOTS 1 & 2 LESS W 30X90' AND LOTS 3-7 BLK 177 ORIGINAL TOWN, WF AND PT 8TH ST ROW LESS THE COURTYARD ADJACENT TO 503 8TH STREET as depicted in the red highlighted map:



EXHIBIT B

Operations Calendar*

The museum will be open as follows:

- Soft opening of Museum to invited guests on Saturday, May 23rd, Memorial Day Weekend (practice session)
- Grand Opening, June 6, Public opening of the museum on Saturdays, from 10 am-4 pm (advertised)
- September 4, open on Fridays, 10 am - 2 pm and Saturdays 10 am-4 pm
- Also open for special events, fundraising events and private tours.

*Subject to operational electrical service.

EXHIBIT C

Inventory Item* No.	Category	Description	Photo	Color	Condition	Comments
2021.RR.0001	Entry Gates	Post Office Entry Gates: Circa 1911		Faded Green	Good – in need of repair	Wrought Iron gates. All posts and cross posts contain corner rust spots requiring sanding; new paint required
2021.RR.002	Office	“Yard Office” Former TX Information. Center		White	Poor	Extensive damage to siding with rotting wood around perimeter and around all window sills. Entry floor flexes with weight. Shake Shingle roof buckled with multiple broken shingles, paint requires scraping or replacement of siding to what appears to be siding overlaid over railroad tie construction. Concern is Creosote exposure. Contains Dell PC, HP scanner, books, photos, sales license, display case with saleable items, coffee maker, Frigidaire AC Window unit. Heat source unknown.
2021.RR.0003	Locomotive Engine	Locomotive Engine: 304 Ft. Worth & Denver		Black	Fair	Engine is in need of metal work, asbestos is exposed on both sides and overall sanding and re-painting is required
2021.RR.0004	Car	Burlington Route: 304 EngineTender		Black	Fair	No comments
2021.RR.0005	Car	Mail Car - RPO Baggage #34		Faded Green	Fair	A Weller Brand Gas line is visible and starts under this car. Car contains mail fixtures and a safe. A Katy Trunk, cast iron stove and mail car sign is also located inside this car.

2021.RR. 0006	Car	FW&D Baggage - Express car		Faded Green	Poor	Car contains a furnace. The Weller gas line extends under this car and appears to terminate at the end of this car. Electrical conduit is evident under this car as well.
2021.RR.0007	Car	Troop Sleeper/MKT MOW Dining Car #100260		Faded Silver/Red	Fair	Referenced initially by Museum of North Texas as MKT#100260. Car contains luggage racks housed under the carriage of this car.
2021.RR.0008	Caboose	Burlington Northern/ex-Frisco: Caboose		Faded Green	Good	Car contains a microphone, desk and track maintenance tools.
2021.RR. 0009	Caboose	Wichita Falls & Southern/ex-MoPac Caboose		Faded Red	Good	This car is locked from the inside and will require a locksmith to open it and on the second story of this car, the window is open.
2021.RR.0010	Caboose	Missouri Kansas & Texas (MKT) #212 Green Caboose		Faded Green	Good	Car contains a toilet however, no plumbing lines were evident
2021.RR.0011	Car	Missouri, Kansas and Texas (MKT) Troop sleeper, #100261		Faded Silver	Good	Car contains red flags, model railroad cars, and small window air conditioning unit.
2021.RR.0012	Car	MoPac Pullman Sleeper Rio Usumacinta		Blue	Good	There are two toilets, a water line and water heater aboard. This car contains pinkish colored stools for a lunch counter.
2021.RR.0013	Car	CB&Q Silver Bell - Commuter Coach/table car		Faded Silver	Good	This car has a large green AC unit housed underneath the car and contains a full table and chairs, has a modern sink, rolling AV cart and railroad artifacts.
2021.RR.0014	Car	CB&Q Silver Falls - Commuter Coach - Red seats		Faded Silver	Good	This car contains red seats.
2021.RR.0015	Car	CB&Q Commuter Coach Passenger/Baggage/Generator car		Faded Silver	Fair	No Comments

2021.RR.0016	Caboose	Missiouri, Kansas, Texas (MKT) #111		Faded Red	Good	No Comments
2021.RR.0017	Locomotive Engine	Missiouri, Kansas, Texas (MKT) #1029 (x-MKT10)		Faded Red	Fair	No Comments
2021.RR.0018	Car	Box		Faded Red	Good	Full of historical documents and various tools – will require a lot of time to index and audit contents
2021.RR.0019	Car	Santa Fe Hopper Car		Faded Red	Fair	Heavily rusted
2021.RR.0020	Car	Wichita Falls Open Trolley		Faded Yellow	Poor	No Comments
2021.RR.0021	Car- Small	Hand Car		Yellow	Good	No Comments
2021.RR.0022	Speeder	Rail Speeder with Briggs & Stratton Engine; small wheels with rubber		Faded orange	Poor	No Comments
2021.RR.0023	Car - Small	4-wheel MOW flat car		Faded Yellow	Poor	No Comments
2021.RR.0024	Car- Small	4-wheel MOW flat car with derrick		Faded Yellow	Poor	No Comments
2021.RR.0025	Speeder	Rail Speeder		Faded orange	Poor	No Comments
2021.RR.0026	Speeder	Rail Speeder with sides & top; Maintenance Crew Transport Trailer		Faded orange	Poor	No Comments
2021.RR.0027	Speeder	Rail Speeder		Faded Grey	Poor	No Comments
2021.RR.0028	Car-Small	4-wheel MOW flat car		Faded Yellow	Poor	No Comments
2021.RR.0029	Speeder	Rail Speeder		Faded Yellow	Poor	No Comments
2021.RR.0030	Cart	Baggage Cart located near Box Car		Faded Green	Fair	wood is very rough, dry – recommend under cover
2021.RR.0031	Cart	Baggage Cart located near Trolley		Faded Green	Poor	Heavily splintered- recommend under cover
2021.RR.0032	Cart	Baggage Cart (Farm wagon)		No color	Poor	Bare - no wood
2021.RR.0033	Tractor	Agricultural Farm Tractor		Greyish	Poor	Recommend under cover
2021.RR.0034	Plow	Horse-Drawn Luecke Plow		Faded Red	Poor	Heavily splintered with sharp edges and rusted seat – recommend under cover

2021.RR.0035	Trucks	Rail Car Wheel Assembly Trucks – Quantity 2		Rusted	Poor	Allied Full Cushion Trucks which go under a Troop car.
2021.RR.0036	Switch	Switch – Removed		No color listed	Poor	No Comments
2021.RR.0037	Switch	Switch – Removed		No color listed	Poor	No Comments
2021.RR.0038	Switch	Switch – Attached		No color listed	Fair	No Comments
2021.RR.0039	Signage	Track End Stop (bumper)		Faded White/Black	Fair	No Comments
2021.RR.0040	Signage	Track End Stop (bumper)		Faded White/Black	Fair	No Comments
2021.RR.0041	Track Drill	Buda Hyduty Paulus Vertical Track Drill		Rusted	Poor	No Comments
2021.RR.0042	Track Drill	Buda Hyduty Paulus Vertical Track Drill		Not found	Poor	Not found
2021.RR.0043	Signage	Railroad Crossing Sign Round		Not found	N/A	Not found
2021.RR.0044	Signage	Railroad Crossing Sign Round		Not found	N/A	Not found
2021.RR.0045	Signage	Railroad Crossing Sign Round – located to right of Boxcar		Yellow	Good	No Comment
2021.RR.0046	Signage	Railroad Crossing Sign Round- located to left of Boxcar		Faded Yellow	Poor	No Comment

New number sequence started by MONT:

2021.RREQ.000 1	Trailer	Utility Trailer with Ramp		No color	Poor	Flat tires, heavily splintered, needs repainting and welding work
2021.RREQ.000 2	Barbeque	BBQ Smoker		Rusted	Poor	No comment
2021.RREQ.000 3	Table	Picnic Table		Not found	N/A	Not found
2021.RREQ.000 4	Table	Picnic Table – near Yard Office		No color	Poor	No Comment
2021.RREQ.000 5	Table	Picnic Table – behind Yard Office		No color	Poor	Collapsing
2021.RREQ.000 6		MONT inventory list skips this number				

2021.RREQ.0007	Wooden Ramp	ADA ramp leading to MKT Troop Sleeper		Raw wood	Poor	Exposed nails everywhere, untreated splintered wood
2021.RREQ.0008	Ramp	Steel side by side – located in front of boxcar		Grey	Good	Needs repainting
2021.RREQ.0009	Concrete Steps	Set of steps next to Speeder		Concrete	Poor	Cracked
2021.RREQ.0010	Concrete Steps	Set of steps next to Yard Office		Concrete	Good	No Comment
2021.RREQ.0011	Concrete Steps	Set of steps next to MKT car		Concrete	Good	No Comment
2021.RREQ.0012	Concrete Steps	Set of steps next to MKT car		Concrete	Good	No Comment
2021.RREQ.0013	Concrete Steps	Set of steps next to MKT car		Concrete	Good	No Comment
2021.RREQ.0014	Concrete Steps	Set of steps next to red MKT car		Concrete	Good	No Comment
2021.RREQ.0015	Concrete Steps	Set of steps next to Katy Engine		Concrete	Good	No Comment
2021.RREQ.0016	Concrete Steps	Set of steps next to Rio Usumacinta Pullman Car		Concrete	Good	No Comment
2021.RREQ.0017	Concrete Steps	Set of steps next to Silver Falls car		Concrete	Good	No Comment
2021.RREQ.0018	Metal Steps	Metal Steps with rail next to Silver Bell Car		Metal	Good	Needs repainting
2021.RREQ.0019	Metal Steps	Metal Steps with rail next to MoPac Pullman Rio Usumacinta Car		Metal	Good	Needs repainting
2021.RREQ.0020	Metal Steps	Metal Steps with rail next to Troop Sleeper Dining Car		Metal	Good	Needs repainting
2021.RREQ.0021	Metal Steps	Extra narrow metal steps next to CB&Q RPO Baggage		Metal	Poor	Unsteady condition

The following items were not identified or listed by number by the MONT but were present for this inventory:

N/A	Trackless Train	3-car Trackless Train		Metal	Fair	Tires flat, needs welding work and repainting
N/A	Ramp Scaffolding	3 sets of ramp scaffolding		Metal	Poor	Open scaffolding with no wooden reinforcements
N/A	Artifact	Whistle Post - MKT		Metal	Good	Needs repainting

N/A	Concrete Steps	2 sets of steps located next to Burlington Caboose car		Concrete	Good	No comments
N/A	Metal Ramp	Located next to Baggage Express		Metal	Fair	Needs Repainting and ensure welds are secure
N/A	Artifact	Whistle Post - Wichita Valley		Metal	Good	Needs repainting
N/A	MOW Shack	MOW Building – Small Wooden Shack		Green	Fair	Broken window and door; sanding and repainting needed
N/A	Switch	Switch - Attached near hopper car		No color	Fair	No Comment
N/A	Post	De-Rail Post - Wichita Valley		No color	Fair	No Comment
N/A	Signage	Cross-Buck Railroad Crossing Sign located near Speeder		N/A	Poor	No Comment
N/A	Signage	Cross-Buck Railroad Crossing Sign located near Fence		N/A	Poor	No Comment
N/A	Signage	Cross-Buck Railroad Crossing Sign located near Boxcar		N/A	Good	No Comment