



City of Wichita Falls City Council Agenda

Notice is hereby given that on April 21, 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) Paul Meyenberg, Wichita Falls Fire Department Chaplain, Pastor First Methodist Church of Holliday

3. Pledge of Allegiance

4. Presentations

- a) Presentation – Mayor for the Day, Bailey Forrester
b) Proclamation - National Home Visiting Week, Wichita Falls ISD, North TX United Way, and Community Healthcare Center
c) Proclamation - Eric Ward Youth Leadership Day

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, April 7, 2026

7. Receive Minutes

- a) 4B Sales Tax Corporation (WF4BSTC), August 7, 2025
b) 4B Sales Tax Corporation (WF4BSTC), August 14, 2025
c) Wichita Falls Economic Development Corporation, June 19, 2025
d) Wichita Falls Economic Development Corporation, October 14, 2025
e) Wichita Falls - Wichita County Public Health Board, January 9, 2026
f) Planning and Zoning, January 14, 2026
g) City-County Homeless Advisory Committee, January 14, 2026
h) Wichita Falls Economic Development Corporation, January 15, 2026

- i) Planning and Zoning Commission, February 11, 2026
- j) Tax Increment Financing #3 Board, February 17, 2026
- k) Wichita Falls Park Board, February 26, 2026
- l) 4B Sales Tax Corporation (WF4BSTC), March 5, 2026
- m) Lake Wichita Revitalization Committee, March 10, 2026

8. Ordinances

- a) Ordinance authorizing an amendment to the Hotel Venue Tax FY25-26 Budget and authorizing a contract with Hoist Sales & Service, Inc. to purchase and replace a Single MD Style Scoreboard Hoist System, Remote Mount, in the amount of \$269,831, and appropriating venue tax funds as an emergency repair at the Kay Yeager Coliseum

9. Resolutions

- a) Resolution authorizing the City Manager or his designee to apply for non-matching Grant Funds from the Bureau of Justice Assistance (BJA) FY 2025 Edward Byrne Memorial Justice Grant (JAG) Program in the amount of \$41,374 with co-applicant, Wichita County Sheriff's Office

REGULAR AGENDA

10. Public Hearings & Ordinances

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

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 §551.071, consultation with attorney on matters involving pending or contemplated litigation or other matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act (including, but not limited to, 401 Broad Street).
- b) Executive Session in accordance with Texas Government Code § 551.072, to deliberate the purchase, exchange, lease, or value of real property interests due to the fact that deliberation in an open meeting would have a detrimental effect on the

position of the City in negotiations with a third party (including, but not limited to, a single parcel of land located next to a city park)

13. Adjourn

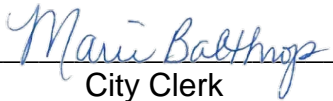
In accordance with the Americans with Disabilities Act, this facility is wheelchair accessible, and accessible parking spaces are available. If you require special accommodations to attend or participate in this meeting, please contact the City Clerk's Office at (940) 761-7409 at least 48 hours prior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

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

1. A livestream will be shown on the Spectrum/Time Warner Cable Channel 1300
2. A livestream will be shown on the City's webpage <http://www.wichitafallstx.gov/994/Council-Meetings-and-Agendas>

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at the Wichita Falls Public Library, Wichita Falls, Texas on the 15th day of April, 2026 at 4:00 o'clock p.m.



City Clerk



**City of Wichita Falls
City Council Meeting Minutes
April 7, 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
Mayor Pro Tem/Councilor District 4 Mike Battaglino
Councilor District 5 Tom Taylor

Absent: Councilor District 1 Whitney Flack
Councilor District 2 Robert Brooks
Councilor District 3 Jeff Browning

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

2. Invocation

Pastor Anthony Phillips, New Jerusalem Baptist Church, gave the invocation.

3. Pledge of Allegiance

Mayor Short led the Pledge of Allegiance.

4. Presentations

a) Employee of the Month - Adrian Gonzalez, Health Department

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

b) Proclamation - National Telecommunicators Week, Wichita Falls Police Department

Mayor Short read a proclamation proclaiming April 12-18, 2026, as National Telecommunicators Week in Wichita Falls, Texas.

c) Proclamation - National Safe Digging Month, Atmos Energy Corporation

Mayor Short read a proclamation proclaiming April as National Safe Digging Month in Wichita Falls, Texas.

Councilor District 1 Whitney Flack arrived at the meeting at 8:41 a.m.

- d) Proclamation - National Public Health Week 2026, Wichita Falls-Wichita County Public Health District

Mayor Short read a proclamation proclaiming April 6-12, 2026, as National Public Health Week in Wichita Falls, Texas, and played a video highlighting the Health Departments services and desire to serve the community.

5. Citizen Comments

Mike Mitchell spoke regarding the Rotary Club's "Wetter Than Hell Hundred" Duck Race fundraiser benefiting local nonprofits. Approximately 25 to 26 nonprofits are currently participating. Donations are split, with half directed to the nonprofit selected by the donor and the remaining half supporting Rotary's grant process. The event will be held May 30 at Castaway Cove. Ducks may be purchased for \$20 each, and additional information is available at wetterthanhell.com.

Randall Barker spoke regarding the upcoming THOR Run, a local nonprofit event scheduled for April 18 at Lucy Park. He noted this is the 15th year of the event and expressed appreciation to community partners who have supported it over the years. Mr. Barker invited the Council and the public to attend and participate.

John Richoux spoke regarding the property located at 3111 Midwestern Parkway and the use of funds for its redevelopment. He stated that the City purchased the mall in 2025 with the intent to redevelop and market it for sale, but expressed concern that no finalized plan has been presented and that the process appears ongoing. Mr. Richoux noted that the property is reportedly operating at a loss of approximately \$44,000 per month and questioned the absence of a defined timeline and a confirmed end buyer. He further expressed concern that, while public funds are approved in open session, key financial decisions appear to be discussed in closed session, limiting the public's ability to evaluate potential risks. Mr. Richoux urged the City to prioritize transparency so the public can better understand the financial implications of the project.

Madeline Chappell spoke regarding economic conditions in the Eastside area, particularly related to flooding and its impact on development. She referenced a 2011 USGS study indicating that flooding in the area is influenced by manmade obstructions and stated that several recommended improvements have not been fully implemented. Ms. Chappell expressed concern that much of the Eastside remains within the 100-year floodplain, limiting access to funding and hindering economic development. Ms. Chappell discussed potential mitigation efforts, including vegetation management, infrastructure improvements, and expansion of the Plum Lake Basin to address flooding and support future water needs. She noted that some recommended projects remain

incomplete, while others, such as the Rhea Road project, have been completed. Ms. Chappell requested that the City Council prioritize implementation of the 2011 USGS recommendations, consider the Plum Lake Basin expansion as part of future economic development planning, and direct initiation of the FEMA Letter of Map Revision (LOMR) process. She also submitted supporting documents and formally requested that the item be considered for placement on a future agenda.

Josie Rose thanked the Fire Department for coming and helping the individuals whose vehicles were trapped by a fallen tree over the Easter weekend.

Natalie Hill spoke about a traffic stop on September 26, 2025, in which she was cited for allegedly running a red light at Rhea Road. Ms. Hill stated she believed the light was yellow when she entered the intersection and disputed the citation. She further stated that, during her court appearance in January, she believed the issuing officer provided inaccurate testimony. Ms. Hill also expressed concern regarding the timing of the traffic signal, stating she believes the yellow light interval does not meet applicable standards, and noted observing law enforcement presence in the area. She shared her professional driving background and maintained that she did not run a red light.

Crystal Washington spoke in follow-up to Ms. Rose's comments, expressing appreciation to those who assisted individuals affected by the fallen tree and thanking Mr. Bates for coming to Wichita Falls. She also expressed that she is still awaiting justice for Victoria. Ms. Washington addressed concerns about economic conditions in the Eastside, including limited eligibility for certain funding opportunities. She referenced Flood Street as a former economic center and attributed its decline, in part, to ongoing flooding issues, including conditions related to Plum Lake and a culvert on FM 177. She stated that, based on her understanding, repairs to the culvert would require TxDOT involvement and requested that the City pursue coordination to address the issue. Ms. Washington further expressed concern that development and funding opportunities have been more concentrated in other areas of the city and requested increased investment in Eastside to address poverty and infrastructure needs. She noted that nonprofit organizations are available to partner on these efforts and stated that funding is available for drainage improvements, emphasizing the need to address ongoing flooding concerns.

Stephen Garner spoke about the Guns & Hoses program, expressing appreciation for its impact on youth in the community. He emphasized the importance of supporting children and noted that the program has provided opportunities benefiting local youth for more than ten years. Mr. Garner stated that nearly \$10,000 was donated last year to support youth events and thanked the Fire and Police Departments for their continued dedication and involvement.

Dylan Jimenez spoke as a vendor for the Art Walk. He stated that he joined the local art community shortly after moving to Wichita Falls and has enjoyed its growth over the past five years. Mr. Jimenez noted that he became a vendor in 2023 and expressed appreciation for recent organizational improvements, stating it was one of his best experiences as a vendor. He described the Art Walk as a quality-of-life event for the

community and expressed appreciation for Potencia’s responsiveness to feedback. Mr. Jimenez stated he is grateful to be part of the art community and looks forward to its continued growth.

David Coleman, Chairman of the Hotter’N Hell Hundred, announced that the event was recognized as the number one road bike event in the country by *USA Today* Readers’ Choice Awards. He expressed appreciation for the support and noted the recognition as a significant achievement for the City of Wichita Falls. Mr. Coleman also announced that Midwestern State University has another national champion, Emma Kasza-James, for her performance in the gravel race. He stated that a reception will be held at 4:00 p.m. the following day in the Comanche Room at the Clark Student Center.

Jeffery Jenkins, City Manager, stated that the City is actively reviewing drainage issues in the Eastside area, as well as citywide. He noted that it has been approximately 15 years since these issues were previously evaluated and indicated that the City will revisit potential improvements to enhance conditions for the community. Mr. Jenkins also stated that funding opportunities are available for drainage projects and that the City will explore options to secure such funding.

Consent Agenda

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

The motion was seconded by Councilor Taylor.

Mike Mitchell asked if the name given on item 9D is the official name of the project or a temporary one. Mayor Short stated that it is the temporary project name.

Harley Anderson asked about item 9E.

Leo Lane, Chairman of the WFEDC, stated that this item is related to Wichita Clutch. They will be bringing in another production line and plan to expand the building by about 10,000 square feet. More employees will be hired to work on the new production line. Wichita Clutch has been in Wichita Falls since 1992.

The motion carried by the following vote:

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

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 14-2026 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 15-2026 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 16-2026 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 33-2026 making appointments to various Boards and Commissions
- b) Resolution 34-2026 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 35-2026 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 36-2026 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 37-2026 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 38-2026 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

Moved by Councilor Battaglino to approve Resolution 39-2026, renaming the “South Weeks Park” to the “Kelly Crush Memorial Park,” located at 2006 Southwest Parkway, Wichita Falls, TX.

The motion was seconded by Councilor Cobb.

James McKechnie, Deputy City Manager, spoke regarding the ordinance adopted by the Council last year establishing a process and criteria for renaming City streets, parks, and other facilities.

Cody Melton, Fire Chief, expressed appreciation to those in attendance in support of the proposed renaming. He stated that the renaming is intended to honor former firefighter Kelly Crush, who was diagnosed with ALS and dedicated his career to serving the community. Chief Melton highlighted Mr. Crush’s character, commitment, and continued involvement with the department following his medical retirement. Chief Melton also noted Mr. Crush’s broader impact through his work with the Muscular Dystrophy Association and his role as an advocate and an inspiration to others facing similar challenges. He referenced a scholarship established in 2013 at Mr. Crush’s request to support children of firefighters, which has since been awarded more than 85

times, totaling over \$60,000. Chief Melton stated that the proposed renaming would honor Mr. Crush's service, resilience, and lasting contributions to the community and the fire department.

Chief Melton read an email from retired Captain Tony Miser in support of the proposed park renaming. In the email, Captain Miser expressed that the renaming would be a meaningful and appropriate tribute. He described Kelly Crush as a dedicated firefighter who cared deeply for others, was committed to his family and friends, and took great pride in serving with the Wichita Falls Fire Department. Captain Miser also noted that a park is a fitting venue to honor Mr. Crush, reflecting his love for sports, the outdoors, and community, and providing a space for reflection, gathering, and recreation.

Michael Glenn, Fort Worth, 11th District Vice President of the International Association of Fire Fighters, spoke in support of the proposed park renaming and shared remarks as a colleague and friend of Kelly Crush. Mr. Glenn stated that he met Mr. Crush several years ago and recognized him as an inspiration for his strength and resilience following his diagnosis. Mr. Glenn noted Mr. Crush's impact within the fire service, including his involvement with the Muscular Dystrophy Association and his role in raising awareness through efforts such as the "Fill the Boot" campaign. He stated that Mr. Crush became a well-known figure across the IAFF, bringing recognition to Wichita Falls and serving as a positive representative of the profession. Mr. Glenn expressed that naming a park in Mr. Crush's honor would be a meaningful tribute and thanked the Council for the opportunity to speak and for considering recognition of Mr. Crush's contributions and legacy.

Becky Prine, Broken Arrow, Oklahoma, representing the Muscular Dystrophy Association, spoke in support of the proposed park renaming and shared her professional experience working with firefighters through the MDA "Fill the Boot" campaign. She noted her long-standing career with MDA and her personal connection to Kelly Crush. Ms. Prine highlighted Mr. Crush's contributions to MDA and his efforts to raise awareness and support for research following his diagnosis. She stated that he continued to advocate for the organization, engaging with firefighters across the country and encouraging community participation in fundraising efforts. Ms. Prine shared that Mr. Crush had a lasting impact on those who knew him and continues to be influential in advancing MDA's mission. She expressed appreciation for the opportunity to speak and urged the Council to approve the renaming in honor of Mr. Crush's legacy.

Bobby Whiteley spoke in support of the resolution to rename the park in honor of Kelly Crush. Mr. Whiteley stated that he worked with Mr. Crush early in his career and knew him for many years. He shared that Mr. Crush played a role in developing a challenge coin to support a scholarship fund for children of firefighters, emphasizing that the scholarship was intended to assist students pursuing various educational paths. Mr. Whiteley noted that the challenge coin reflected values of strength and brotherhood, which he stated were representative of Mr. Crush. He also shared an example of fundraising efforts associated with the coin that benefited firefighters and their families. Mr. Whiteley described Mr. Crush as a dedicated firefighter and advocate who made a

lasting impact within the fire service and the community. He expressed support for the renaming as a meaningful tribute to honor Mr. Crush's legacy.

Stephen Santellana spoke in support of the proposed renaming of South Weeks Park, stating that the action would promote positivity within the community. He expressed that honoring individuals through such recognition does not require wealth or status, but rather meaningful contributions to the community. Mr. Santellana commended the Fire Department and the International Association of Fire Fighters for their service and dedication, noting their role in protecting lives and property. He expressed full support for the resolution and encouraged the Council to approve the renaming.

Al Vitolo, 5408 Blazing Star, President of the Wichita Falls Professional Firefighters Association Local 432, spoke in support of the proposed name change. He stated that the Association had previously discussed the renaming process and formally requested that the park be renamed in honor of Kelly Crush. Mr. Vitolo noted that the request was made with consideration of the community's history and was not intended to diminish the Weeks name, but to recognize Mr. Crush's service and legacy. He highlighted Mr. Crush's assignment at Station 8, located adjacent to South Weeks Park, and his dedication to the community, including his advocacy efforts on behalf of MDA, the IAFF, and the City of Wichita Falls.

Mr. Vitolo stated that Mr. Crush's impact continues to be recognized nationally and expressed that the renaming would be a fitting tribute to his contributions and service.

The motion carried by the following vote:

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

Councilor At-Large Austin Cobb left the meeting at 9:46 a.m.

- 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

Moved by Councilor Battaglino to approve Resolution 40-2026 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.

The motion was seconded by Councilor Taylor.

Jeff Jenkins, City Manager, introduced Mitch Bates and provided an overview of his background. He expressed support for appointing Mr. Bates as Interim Chief of Police, noting a start date of April 7 and an anticipated tenure of approximately four to seven months, or until a permanent chief is appointed.

Mr. Bates introduced himself and stated he is happy to be here and looks forward to working with the community and police department.

Councilor Battaglino asked how citizens or organizations could contact or meet with the Interim Chief of Police. Mr. Bates provided his email address, mitch.bates@wfpd.net, for contact.

Crystal Washington asked whether Mr. Bates would be considered for the permanent Chief of Police position and inquired about the process for selecting the next chief.

Mayor Short stated that Mr. Bates is serving only as Interim Chief. Mr. Jenkins added that the City is exploring the use of a search firm to recruit a permanent Chief of Police, with plans to post the position by the first week of May, narrow the candidate pool in June, conduct interviews in July or August, and finalize the selection in August.

The motion carried by the following vote:

AYES:	Mayor Short, Councilor Flack, Councilor Battaglino, Councilor Taylor
NAYS:	None
ABSTAIN:	None

- 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

Moved by Councilor Battaglino to approve Resolution 41-2026 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.

The motion was seconded by Councilor Taylor.

Fabian Medellin, Director of Development Services, provided background on the item and outlined the House of Empowerment's community outreach efforts. He stated that the organization is seeking assistance through Tax Increment Financing (TIF) funds to support expansion of its operations and services. Mr. Medellin noted that TIF No. 3 has agreed to allocate \$200,000 to the project, contingent upon two conditions: the organization must raise an initial \$75,000 within 12 months, and it must enter into a performance agreement governing the disbursement of funds.

Pastor John McGee, representing the House of Empowerment, stated that the organization has made progress since its previous meeting with the Council.

Mayor Short asked how fundraising was going.

Pastor McGee stated that the organization is preparing grant applications to support its efforts. He also expressed appreciation for his wife's assistance in helping provide more than 100 meals per day.

Councilor Taylor asked how the organization prepares approximately 100 meals per day using its current kitchen.

Pastor McGee stated that most meals are prepared off-site and then reheated at the facility's kitchen. He noted that meals are served at the House of Empowerment and that the organization is seeking to expand to allow for increased on-site meal preparation.

Madeline Chappell asked for clarification on how TIF funding operates and whether recipients are required to expend funds upfront before receiving reimbursement.

Kinley Hegglund, City Attorney, stated that is not a legal requirement.

Ms. Chappell asked how that determination is made if that is not a requirement.

Mr. Hegglund explained that TIF funding operates similarly to 4A and 4B funding, with the board determining how funds are distributed. He noted that, in most cases, projects receive approximately 10% funding from the City. In this instance, the TIF Board authorized a higher contribution but requires a portion of the fundraising to be completed in advance.

Ms. Chappell questioned how many other organizations have been required to provide upfront funding and why this requirement is being applied in this case. She also asked how requiring applicants to pay in advance benefits the community, particularly when organizations are seeking financial assistance.

Councilor Taylor, a member of the TIF No. 3 Board, explained that each request is evaluated on a case-by-case basis, including consideration of the applicant's ability to repay if repayment is required. He emphasized the importance of prudent use of City funds and responsible allocation. Councilor Taylor noted that, in this instance, the House of Empowerment had previously been provided funding to engage an engineer and develop an expansion plan to confirm the project's viability. He stated that, to date, two projects have been approved by TIF No. 3, including one in which the applicant initially funded the work and later sought reimbursement. He added that funding structures are tailored to each applicant's specific needs and circumstances.

Ms. Chappell stated that, in her view, the structure of a three-year forgivable loan suggests an assumption that applicants may not be able to repay the funds, which she believes contributes to requiring upfront contributions. She expressed concern that similar requirements have been applied inconsistently to other recent recipients of TIF No. 3 funding. Ms. Chappell referenced a prior project and questioned whether funds were paid directly to contractors rather than the applicant. She further stated her concern that funding requirements, including the 10% contribution, are not applied uniformly.

Councilor Taylor deferred to Mr. Medellin for how the execution of the funding is handled.

Ms. Chappell asked if the other TIF zones are required to put down that much money.

Mr. Jenkins responded that it is standard for grants and loan programs to require some form of matching contribution and that a 10% match is not uncommon, including for grants the City applies for. He noted that fully funded, 100% forgivable programs are rare, as these programs are typically structured to encourage active participation and investment by the applicant.

Mr. Medellin explained that each TIF zone operates independently, with funding decisions based on the zone's goals, objectives, and board direction. He noted that this is the second project funded through TIF No. 3. The first project, related to fuel pumps at the Zoom Zoom gas station, was fully funded by the TIF Board and did not require an upfront contribution. Mr. Medellin stated that each project is evaluated individually, taking into account the specific details and financial capacity of the applicant. For the House of Empowerment project, he explained that the Board determined an upfront contribution would both support the organization's commitment to the project and help safeguard TIF No. 3 funds.

Mr. Heggland asked Paul Menzies, Assistant City Manager, to explain how the funding process for distributing funds to WinCo from TIF 2 worked.

Mr. Menzies clarified that the WinCo project was funded through TIF No. 2 in the Lawrence Road area and was structured as a public-private partnership. He stated that TIF No. 2 contributed approximately \$1,000,000 toward a \$6,000,000 extension project, with WinCo providing additional investment primarily through bidding and construction. Mr. Menzies noted that the project was not fully funded by the City and emphasized that, in most cases, funding programs such as 4A, 4B, and TIF are structured to require some level of investment from the applicant.

Ms. Chappell reiterated concerns regarding funding requirements, stating that requiring applicants to make an upfront investment may create barriers for those without access to financial resources. She noted that floodplain conditions have impacted eligibility for certain funding opportunities and asked whether the process could be modified to better accommodate applicants with limited means.

Councilor Flack responded, clarifying that the request related to Ms. Chappell's project involved engaging an engineer to evaluate feasibility, and that such steps could support eligibility for future grant funding.

Ms. Chappell responded that addressing underlying drainage issues and removing Eastside from the floodplain would more effectively expand access to funding opportunities. She referenced a prior USGS study and expressed concern that recommended improvements had not been fully implemented. Ms. Chappell questioned whether similar floodplain conditions apply to other funded projects and expressed concern regarding potential disparities in funding allocation. She acknowledged the City's ongoing review of drainage issues but urged more timely action and encouraged Council to revisit the referenced study.

The motion carried by the following vote:

AYES:	Mayor Short, Councilor Flack, Councilor Battaglino, Councilor Taylor
NAYS:	None
ABSTAIN:	None

- 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

Moved by Councilor Battaglino to approve Resolution 42-2026 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.

The motion was seconded by Councilor Taylor.

Pat Hoffman, Property Administrator, introduced the item and stated that staff recommends approval of a lease agreement with the Wichita Falls Railroad Museum. She noted that the agreement will support the display of the history, contributions, and impact of the railway industry in Wichita Falls, and that the museum board will showcase and preserve City-owned artifacts at its own expense.

Jan Seville expressed appreciation to the Council for assisting in removing obstacles that had delayed the project. She stated that the museum anticipates opening to the public soon, which will support fundraising efforts for ongoing operations.

Councilor Battaglino asked what the soft open date will be.

Ms. Seville said the tentative date for the soft open is May 23rd.

The motion carried by the following vote:

AYES:	Mayor Short, Councilor Flack, Councilor Battaglino, Councilor Taylor
NAYS:	None
ABSTAIN:	None

11. Other Council Matters

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

Councilor Taylor thanked Fabian and his staff for their work on TIF 3. He is thankful that they are finally moving forward with allocating funds.

Councilor Battaglino expressed appreciation to those who attended in support of honoring Kelly Crush. He announced upcoming community events, including the Disabled American Veterans Chapter 41 Golf Tournament, scheduled for Friday at River Creek, and the THOR event on April 18, noting that this will be its 15th year. Councilor Battaglino thanked the Wichita Falls Police Department and Fire Department for their participation in the Eastside Project Network Committee meeting. He also shared his experience participating in a ride-along with a police officer, noting the professionalism and compassion demonstrated during various calls. Councilor Battaglino provided an update regarding a recent incident at Sheppard Air Force Base, stating the pilot involved in a gear-up landing is safe. He asked the public to keep those involved, as well as individuals supporting Operation Epic Fury overseas, in their thoughts and prayers.

Mayor Short recognized Emma Kasza-James of Midwestern State University as the national gravel champion and congratulated Nicole Kirk, owner of Dear Heart, on being named the 2026 Small Business Person of the Year, noting her business expansion on Southwest Parkway. He expressed pride in the renaming of South Weeks Park to Kelly Crush Memorial Park. Mayor Short also referenced the Unity in the Community event held at the MLK Center and thanked those involved for bringing the community together. He noted his participation in assisting with the removal of a fallen tree that had blocked access for residents and expressed appreciation to the Fire Department for their response and assistance.

12. Executive Sessions

City Council adjourned into Executive Session at 10:21 a.m. in accordance with Texas Government Code §551.071 and §551.087.

Mayor Short reconvened the meeting at 11:25 a.m. in open session and announced that no votes or polls were taken.

13. Memorial Auditorium Tour, 1300 7th Street

Mayor Short recessed the meeting briefly at 11:25 a.m. to relocate to Memorial Auditorium for the scheduled tour.

Mayor Short called the meeting back to order at Memorial Auditorium for the tour at 11:36 a.m.

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

Mayor Short adjourned the meeting at 12:14 p.m.

PASSED AND APPROVED this 21st day of April, 2026.

Tim Short, Mayor

ATTEST:

Marie Balthrop, TRMC, MMC
City Clerk

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

AUGUST 7, 2025

PRESENT:

Glenn Barham, President	§	WF4BSTC Members
Michael Grassi, Vice-President	§	
Nick Schreiber, Secretary-Treasurer	§	
Stephen Santellana	§	
Craig Reynolds	§	
Darrell Coleman	§	
Steve Garner	§	
Tim Short, Mayor	§	Mayor & City Council
Austin Cobb, Councilor at Large	§	
Tom Taylor, Councilor, District 5	§	
Jeff Jenkins, City Manager	§	City Staff
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
R. Kinley Hegglund, Jr., City Attorney	§	
Stephen Calvert, CFO & Finance Director	§	
Terry Floyd, Development Director	§	
Monica Aguon, Deputy City Attorney	§	
Chris Horgen, PIO	§	
Paige Lessor, Executive Legal Assistant	§	
Cody Magaña, Vice President	§	White Realty Management Company
Ron Kitchens, CEO	§	Chamber of Commerce

1. Call to Order.

Mr. Glenn Barham called the meeting to order at 3:00 p.m.

2. Induction of New Board Members.

Mr. Barham noted that the new board members had been sworn in prior to the start of the meeting. He announced that Nick Schreiber had been reappointed to another term and welcomed Stephen Santellana and Darrell Coleman to the board.

3. Election of Board Chair and Vice Chair.

Mr. Barham opened the floor for nominations for the position of Chair. Mr. Craig Reynolds nominated Mr. Barham, and no further nominations were made. Mr. Reynolds moved to close nominations, with a second by Mr. Santellana, and the motion carried. Mr. Barham invited any questions or comments from the public, and none were offered.

The Board then voted on the nomination, electing Mr. Barham as Chair by a unanimous vote of 7-0.

Mr. Barham next opened the floor for nominations for the position of Vice-Chair. Mr. Steve Garner nominated Mr. Michael Grassi, and Mr. Reynolds nominated Mr. Nick Schreiber. With no further nominations, Mr. Barham moved to close nominations, seconded by Mr. Santellana, and the motion carried. Mr. Barham again invited public comment, and none was offered.

The Board proceeded to vote on the nominations, electing Mr. Grassi as Vice-Chair by a vote of 5–2, with Mr. Reynolds and Mr. Schreiber voting for Mr. Schreiber.

4. Report of Financial Condition.

Mr. Paul Menzies reported that August sales tax receipts, reflecting June sales, were approximately 8% higher than the prior August, with year-to-date collections running about 1% ahead of last year. He noted that unencumbered funds available for new projects currently total \$7.3 million, which increases to approximately \$7.8 million with the addition of August receipts. Including an estimated \$1.3 million in sales tax revenue yet to be received through September, the Corporation is projected to have about \$9.1 million available for new projects by the end of the fiscal year.

5. Consent Agenda

a) Approval of Minutes of June 5, 2025.

Mr. Reynolds noted one correction to be made on page six of seven. In the _____ paragraph, "USDA" should be "USTA."

Mr. Glenn Barham moved to approve the minutes as presented with the noted correction. Seconded by Mr. Reynolds, the motion carried 7-0.

6. Public hearing regarding a funding request by White Realty Management Company to assist with renovations at the City National Building at 807 8th Street downtown and the Oil & Gas Building at 813 8th Street downtown.

Mr. Barham opened the public hearing at 3:07 p.m.

Mr. Cody Magaña, Vice President of White Realty Management, presented a funding request to assist with renovations at three downtown buildings, focusing on the parking garage located at Eighth and Lamar, the modernization of elevators within the garage, and structural repairs to the cooling system. He explained that engineering inspections revealed long-term issues in the garage that, while not immediately dangerous, would present significant safety risks within five to ten years if not addressed. Repairs will require replacing entire ramp sections, which will necessitate closing the garage for approximately three to four months. Alternative parking and transportation options will be provided for the 250 monthly users representing 78 companies. While the garage is closed, the last two unmodernized elevators will be upgraded, replacing outdated mechanical systems with modern equipment. Additionally, structural repairs are required to the frame supporting the cooling tower located between the garage and the Oil and Gas Building. This work must occur in winter when the cooling system can be taken offline, which aligns with the timetable for the other projects. Mr. Magaña emphasized that completing all three projects concurrently over the next five to six months will minimize costs and disruptions, with total expenditures estimated at just over \$1 million. Mr. Barham asked if the board had any questions for Mr. Magaña.

Mr. Garner asked about the age of the garage.

Mr. Magaña responded that it was constructed in 1967, and the engineers believe construction problems stem from the use of three different early concrete techniques. Contractors at the time experimented with different methods in various sections of the building, and these systems have not worked well together over time.

Mr. Santellana asked what impact the absence of funding would have on the three projects.

Mr. Magaña explained that the cooling tower repair must proceed regardless, but without assistance, completion of the garage and elevator projects could be delayed. He noted that their organization already faces significant capital demands across multiple century-old buildings, including a \$1.5 million chiller replacement at the City National Building. Without funding, they would be forced to prioritize which projects to delay, though none of them are ideal to postpone.

Mr. Reynolds asked about parking tenants' concerns.

Mr. Magaña stated that tenants are not currently alarmed, though they do occasionally report potholes and exposed rebar. He has advised them that repairs are pending and has arranged accommodations such as shuttle service for those with mobility issues. Mr. Magaña added that if repairs were delayed further, tenants would likely become concerned within a few years.

Mr. Schreiber asked whether the work would be handled as three separate projects with different contractors.

Mr. Magaña confirmed that five contractors will be involved: WJE as engineer for the garage, Western Specialty for the concrete repairs, Aspen Elevator for elevator modernization, Lake Road Welding for the cooling tower, and Shinpaugh Engineering for planning.

Mr. Schreiber also asked about the bidding process.

Mr. Magaña explained that Western Specialty was selected through a competitive bid process. Aspen Elevator was chosen based on its ongoing contract and cost-effectiveness, as competing bids from out-of-town firms were significantly higher. For the cooling tower, Lake Road Welding was the only qualified bidder, aside from one non-preferred lower-cost option.

Mr. Barham asked whether the cooling tower steel was being replaced or repaired.

Mr. Magaña clarified that all of the structural steel would be replaced, while the wooden cooling towers themselves would continue to be rebuilt on a rotating basis by maintenance staff. He noted that new tower models are more expensive and less reliable, making the rebuild strategy preferable.

Mr. Santellana asked whether elevator modernization costs were comparable to similar projects.

Mr. Magaña responded that the costs were in line with previous projects and offered to provide exact figures.

Mr. Schreiber asked whether the total project estimate included study and design fees.

Mr. Magaña confirmed that it did, but noted that previously incurred expenses, such as \$2,500 per month in temporary shoring for a first-floor crack, were not included since they had already been paid.

Mr. Barham asked if there were any further questions or comments from the board, then he opened the floor for any questions or comments from the public. None being made, Mr. Barham closed the public hearing at 3:19 p.m.

7. Executive Session.

Mr. Barham adjourned the meeting into executive session at **3:19 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **3:40 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

8. Consideration of a funding request by White Realty Management Company to assist with renovations at the City National Building at 807 8th Street downtown and the Oil & Gas Building at 813 8th Street downtown.

Mr. Santellana moved to authorize funding to assist White Realty Management with the garage repairs and elevator repairs at the City National Building at 807 8th Street downtown and the Oil & Gas Building at 813 8th Street, such that 10% reimbursement will be given upon final inspection from the City of Wichita Falls in an amount not to exceed \$104,100. Seconded by Mr. Schreiber, and no further comments or questions, the motion carried 7-0.

10. Executive Session.

Mr. Barham adjourned the meeting back into executive session at **3:42 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **4:35 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

11. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 4:35 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation

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

AUGUST 14, 2025

PRESENT:

Glenn Barham, President	§	WF4BSTC Members
Michael Grassi, Vice-President	§	
Nick Schreiber, Secretary-Treasurer	§	
Craig Reynolds	§	
Stephen Santellana	§	
Steve Garner	§	
Darrell Coleman	§	
Tim Short, Mayor	§	Mayor & Council
Jeff Browning, Councilor, District 3	§	
Mike Battaglino, Councilor, District 4	§	
Tom Taylor, Councilor, District 5	§	
Whitney Flack, Councilor, District 1	§	
Austin Cobb, Councilor-at-Large	§	
Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Brent Hillery	§	
Reno Gustafson	§	
Craig Lewis	§	
Jeff Jenkins, City Manager	§	City Administration
James McKechnie, Deputy City Manager	§	
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Kinley Heggland, City Attorney	§	
Marie Balthrop, City Clerk	§	
Stephen Calvert, CFO & Finance Director	§	
Terry Floyd, Dir. of Development Services	§	
Lindsay Lewis, Marketing & Communication Dir.	§	
Chris Horgen, Public Information Officer	§	
Paige Lessor, Legal Asst / Recording Secretary	§	
Ron Kitchens, CEO	§	Wichita Falls Chamber of Commerce
Gray Swoope, President & CEO	§	Vision First Advisors
Lacy Beasley, President	§	Retail Solutions

1. Call to Order.

Mayor Tim Short called the City Council meeting to order at 2:30 p.m. Mr. Leo Lane called the WFEDC meeting to order at 2:30 p.m. Mr. Glenn Barham called the WF4BSTC meeting to order at 2:30 p.m. Mayor Short led the meeting in prayer and the Pledge of Allegiance.

2. Public hearing regarding a proposed destination retail and sports facilities land acquisition project located at 3111 Midwestern Parkway (Sikes Senter Mall property).

Mayor Short, Mr. Barham, and Mr. Lane opened the public hearing at 2:32 p.m., which started with a short video, followed by staff presentations from Ron Kitchens, Gray Swoope, and Lacey Beasely. Mayor Short explained that public comment would follow staff presentations, and each member of the public would have five minutes to speak.

Staff Presentations

Presentation by Ron Kitchens, CEO, Wichita Falls Chamber of Commerce (Exhibit A)

Mr. Ron Kitchens delivered an extensive presentation to the Council, Boards, and community regarding the proposed redevelopment of Sikes Center Mall, framing it as both a necessity and a transformative opportunity. He explained that the mall's current owners made clear they had no plans to reinvest or redevelop, leaving it to the community to take action. He explained that a committee of city, EDC, and chamber representatives was formed over a year ago, which engaged consultants and vetted dozens of private developers before narrowing to a Dallas-based firm with national experience in successful mixed-use redevelopments. Mr. Kitchens emphasized that 87% of U.S. malls are expected to close by 2030 and that Sikes Center, already down to 20% occupancy, is clearly on that path without intervention. He stressed that doing nothing would result in a boarded-up, unsafe, and blighted property, whereas a public-private partnership can reshape the site into a vibrant, walkable village district with retail, housing, green space, and an athletic stadium.

He highlighted traffic and infrastructure concerns, noting the site once accommodated far greater holiday traffic, and outlined plans for multiple internal roads and parking solutions. The stadium, he clarified, would occupy only about seven acres of the nearly 60-acre property and would be entirely funded by MSU Texas and Texas Tech, under a lease arrangement with the City to allow for broader public use. Beyond athletics, the stadium would support sports tourism, high school playoffs, and university track programs, while the broader site would include parks, amphitheater-style gathering spaces, and family-friendly attractions that function as a "third place" for community life.

Mr. Kitchens outlined funding sources, including investments and loans from the 4A and 4B boards as well as five local banks, stressing that these institutions are participating because they see a sound investment. He projected \$150–200 million in private investment once development phases begin, with public dollars serving as the first step. The timeline anticipates property closing in the fall, a 9–12 month master planning process, and phased construction beginning in 2027 through 2031, ensuring leases are honored and current tenants are transitioned gradually.

He argued that the project could recapture up to half of the \$400 million in retail sales that currently leak outside Wichita Falls, while spurring reinvestment and quality improvements among surrounding businesses. He also emphasized the project's benefits for Sheppard Air Force Base and MSU, envisioning a welcoming environment that encourages airmen, students, and officers to engage in the city and potentially return later in their careers. He underscored that improved athletic facilities are essential for MSU to remain competitive in recruiting athletes. Finally, Mr. Kitchens contrasted the choice between action and inaction: reinvention through local leadership

versus decline under absentee ownership or low-end buyers. He urged the boards to seize this opportunity, asserting that “if we build it together, we win; if we do nothing, we lose.”

Presentation by Gray Swoope, President, Vision First Advisors (Exhibit B)

Mr. Gray Swoope, president of Vision First Advisors and former economic development leader for Mississippi and Florida, spoke about the redevelopment project from a site selection and competitiveness perspective. Drawing on decades of experience advising Fortune 500 companies and managing billions in investments, he explained that site selection is often more about “site elimination” — identifying flaws that disqualify communities. He urged Wichita Falls to approach redevelopment with a focus on long-term competitiveness, stressing that economic vitality is not just about jobs or payroll but about creating a holistic environment where businesses, students, military personnel, and families want to stay.

Mr. Swoope outlined the key factors companies consider: market proximity, workforce, quality of place, and quality of life. Wichita Falls, he noted, benefits from its location near Dallas–Fort Worth and its established strengths in advanced manufacturing, but it must also ensure it can attract and retain skilled workers — such as engineers — and provide the amenities and community quality that encourage them to stay. He emphasized that 25% of a company’s location decision hinges on talent, making it essential to build both educational pipelines and lifestyle assets that support retention.

He framed community success around six factors: having a clear vision, mitigating reputational risk, investing in talent, building quality of place, ensuring quality of life, and optimizing assets. Assets, he said, include Sheppard Air Force Base, Midwestern State University, highways, and the airport — all of which must be leveraged to maximize competitiveness. He argued that the mall site is currently an underutilized asset, and that Wichita Falls has unique tools, like 4A and 4B sales tax funding, that other states lack to repurpose such properties strategically.

Mr. Swoope closed by stressing that thriving communities are built on partnerships between selfless business leadership and strong elected leadership. He urged Wichita Falls to treat the mall as an opportunity to redefine its value proposition, optimize existing assets, and demonstrate a collective vision that will attract investment, support students and the military, and secure long-term economic vitality.

Presentation by Lacy Beasley, President, Retail Strategies (Exhibit C)

Ms. Lacy Beasley, president of Retail Strategies and a retail real estate consultant with over 20 years of experience, spoke about the retail sector’s critical role in Wichita Falls’ economic development and how the Sikes Center Mall redevelopment fits into national trends. Drawing on her background working with major retailers like Costco, Best Buy, and TJ Maxx, she explained that retail site selection, like industrial site selection, ultimately comes down to profitability and competitiveness. However, unlike heavy industry, retail investment decisions are smaller in scale but more visible to the public because everyone shops and eats out. Ms. Beasley emphasized that modern economic development must integrate retail and community development, as people increasingly choose where to live based on lifestyle, amenities, schools, childcare, and shopping options before securing jobs. This shift, accelerated by remote work, means that retail is not just a byproduct of growth but a driver of it.

Ms. Beasley highlighted the economic weight of the retail sector, noting that Texas has over 3 million retail jobs, and within the 13th Congressional District alone, retail generates around 80,000 jobs, \$1.3 billion in sales tax, and nearly \$100 million in property tax revenue. She stressed that while retail jobs are often part-time or seasonal, the sector's overall scale makes it vital to local economies. Nationally, the retail industry faces a shortage of supply: vacancy rates are at historic lows (around 6%), new construction has been limited by high costs and financing challenges, and as a result, retailers are aggressively looking for redevelopment opportunities — especially in well-located malls. This makes Sikes Center, situated at the heart of Wichita Falls' retail corridor, an attractive redevelopment candidate.

Using mobile tracking data and retail trade analysis, Ms. Beasley demonstrated that Wichita Falls has a trade area population closer to 200,000 — larger than its city or MSA population — because shoppers from surrounding towns rely on it as their regional hub. However, the city currently loses nearly \$500 million annually in retail "leakage," with residents traveling to Dallas–Fort Worth, Oklahoma City, or Lubbock to fulfill shopping needs. The largest gaps are in groceries, full-service and limited-service restaurants, and online shopping. Every trip outside Wichita Falls, she noted, results not just in the loss of a single purchase but in the loss of an entire day's worth of spending.

Ms. Beasley concluded that the key to reversing leakage and growing the city's trade area lies in recruiting quality retail brands and redeveloping the mall through a carefully structured public-private partnership. Such a partnership would allow Wichita Falls to control the quality of redevelopment, attract a mix of retail, dining, and lifestyle uses, and transform the site into a true mixed-use destination that strengthens both the tax base and the community's long-term competitiveness.

Public Comments

Katherine Smith, 4940 Seymour Hwy, Wichita Falls, Texas

Katherine Smith, president emeritus of Smith's Garden Town, spoke about her long history with retail in Wichita Falls and her experience with the Sikes Center Mall. She recounted how her father bought property across from the mall in the 1960s, believing in its future potential even when construction had stalled. Drawing from her background as a local business owner with multiple retail stores in several states, she explained the challenges small businesses face in malls, including rising rents, poor locations compared to national chains, and a lack of long-term support. She urged decision-makers to prioritize and support local entrepreneurs rather than focusing solely on attracting outside industry. Smith also questioned how mall redevelopment efforts might affect the city's downtown revitalization, noting that downtown originally declined when the mall was built. Finally, she emphasized the importance of including women in planning and decision-making committees, as women are the primary drivers of retail shopping.

Jackie Hoegger, 901 Indiana, Wichita Falls, Texas

Jackie Hoegger, owner of Hoegger Communications and a business entrepreneur in Wichita Falls for 40 years, spoke in strong support of the proposed retail project. With a background that includes 26 years in retail and the remainder in communications, she noted her company's role in handling communications for the initiative. Hoegger highlighted the overwhelmingly positive community response, especially on social media, where over 82% of comments were favorable, more than 250 shares were generated, and news coverage

emphasized community excitement. She stressed that modern shopping is about creating experiences, not just transactions, and that this project offers Wichita Falls an opportunity to provide vibrant retail space for both tenants and the community. Reflecting on her decades of business ownership, she described this as a pivotal moment for Wichita Falls to embrace growth. Hoegger closed by encouraging leaders to listen to all citizens' voices while also pushing for "more" — more opportunities for MSU Texas, for Sheppard Air Force Base, and for the community as a whole — because, in her view, Wichita Falls deserves it and the time is now.

Sara Schmidt, 4805 Sawmill Lane, Wichita Falls, Texas

Sara Schmidt, a Wichita Falls resident and current general manager of Ulta Beauty in Lawton, Oklahoma, spoke about her personal and professional connection to the community and the mall. She explained that as the former general manager of JCPenney in Wichita Falls, she endured the difficult responsibility of closing the store after more than 100 years of service, which displaced many employees, including military families. Schmidt described the closure as a devastating loss, not only of a retailer but of stable, long-term jobs that offered competitive wages and benefits. While she was able to help some employees find local positions, most top-level leaders — herself included — had to leave Wichita Falls, and even Texas, to find comparable employment. She expressed her full support for demolishing the old mall and constructing a new event center with retail space, but stressed the importance of ensuring that such redevelopment brings back high-quality employers who can provide meaningful, well-paying jobs and retain experienced talent within the community.

Jean Hall, 4112 Kingsbury Dr, Wichita Falls, Texas

Jean Hall, a longtime Wichita Falls resident, shared her perspective as a private citizen, consumer, and parent who has witnessed generational changes in the community. She recalled the central role the mall played in her youth during the 1980s, serving as a hub for shopping and social life, and later as a cherished destination for her own children and grandchildren. Today, however, her experiences as a mall walker reveal a stark decline, noting that she recently counted 52 buckets placed around the building to catch roof leaks, with an entire wing abandoned and left to collect standing water. Ms. Hall criticized the current mall owners for neglecting their "social contract" with Wichita Falls, failing to provide value to businesses, employees, or citizens. She compared the mall's current state to outdated relics like Blockbuster, warning against clinging to nostalgia. Expressing gratitude to community leaders working on a redevelopment plan, she voiced strong support for replacing the mall before it becomes a dangerous and decaying liability in the heart of the city, while also urging that local businesses be included in the new vision.

Eboneigh Harris, 1718 McGregor, Wichita Falls, Texas

Eboneigh Harris, a four-year resident of Wichita Falls and a staff member at MSU Texas, shared her perspective on the lack of social spaces for students and families in the community. She explained that students living on campus often feel isolated and bored, with few options for activities beyond campus life. Ms. Harris also spoke on behalf of another group — mall walkers — noting that the Sikes Center Mall currently serves as one of the only climate-controlled, indoor public spaces where people can walk, socialize, and spend time with family. She emphasized the value of the small indoor playground, describing how she uses it with her niece and highlighting its importance for families, especially those managing disabilities or heat sensitivity. She praised the simple foam blocks there, noting how they encourage motor skills, creativity, and cooperative play. Ms. Harris advocated that any new redevelopment, particularly the proposed sports

complex, should incorporate inclusive indoor spaces — such as promenades, playgrounds, and family-friendly areas — that serve all ages and create a true "third space" for the community to gather, play, and connect.

Cassandra Castro, 1201 Austin St, Wichita Falls, Texas

Cassandra Castro, a downtown Wichita Falls resident and MSU graduate, expressed both enthusiasm and concern regarding redevelopment efforts. She noted that while she was inspired by the ideas shared during the meeting, she was also leaving to close down a business — a reminder of the challenges faced by current local retailers. Ms. Castro emphasized that community must remain at the center of planning, particularly in supporting existing small businesses that often feel frustrated or overlooked. Having attended MSU and chosen to remain in Wichita Falls to build her life and family, she voiced strong support for growth initiatives, including new athletic facilities, which she sees as a major asset to the city. However, she stressed that citizens want to be part of the process and urged leaders to ensure that boards and decision-making groups reflect broader community representation. Ms. Castro closed by encouraging planners to keep community voices central as redevelopment moves forward.

Kevin Jordan, 13198 Jordan Dr, Frisco, Texas

Kevin Jordan, vice president of Nickels and Dimes, Inc., introduced himself as a representative of Tilt Studio, which recently invested significant time, resources, and funding into its Wichita Falls location. He emphasized the company's strong commitment to the community, stating that they have no intention of leaving and plan to remain long-term. Mr. Jordan affirmed that Tilt Studio is dedicated to providing high-quality family entertainment in Wichita Falls and looks forward to continuing to serve residents for years to come.

Jeffrey Davis, 2916 S. Shepherd's Glen, Wichita Falls, Texas

Jeffrey Davis, a lifelong Wichita Falls resident and MSU alumnus, urged the City Council and Economic Development Corporation to ensure that any redevelopment of the Sikes Center site delivers lasting, community-wide benefits. He emphasized the importance of requiring a written commitment to prioritize local companies, so that the significant investment translates directly into local economic impact and supports blue-collar workers who provide essential goods and services. Mr. Davis also advocated for integrated housing within the project, not just nearby, to create a true 24/7 community that enhances safety, revenue, and long-term success. He recommended incorporating smart parking solutions, specifically a parking garage, to replace large surface lots, maximize space for housing and green areas, and improve walkability and aesthetics. Finally, Mr. Davis called for transparency from developers and urged city leaders to demand that the project go beyond being a retail center, instead becoming a bold, integrated community vision that benefits Wichita Falls for generations to come.

Jason Chapman, 5069 Crown Lane, Wichita Falls, Texas

Jason Chapman, a recent retiree who moved from Alaska to Wichita Falls to open a small business, spoke on behalf of local entrepreneurs directly impacted by the proposed redevelopment. He shared that his business, Nexus Game Lounge, located in the mall, has grown from just himself and one employee to 20 employees in four years, serving a loyal customer base representing roughly 2% of the city's population, with many visiting over 100 times a year. Mr. Chapman expressed deep concern that demolishing the mall would effectively destroy

businesses like his, which have invested their livelihoods and retirement savings into Wichita Falls. He emphasized that while much discussion has focused on attracting large retail chains and revenue, little attention has been given to the small businesses that already contribute to the community and collect sales tax locally. He urged city leaders to carefully consider the human and financial impact on existing small businesses that would be "bulldozed" in the process, stressing that these businesses represent not just storefronts but the livelihoods of local families, friends, and neighbors.

Madison Gerber, 3111 Midwestern Pkwy, Wichita Falls, Texas

Madison Gerber, a local business owner and Old High graduate, shared her perspective as a current tenant in the mall. She explained that after experiencing hardships that forced her to temporarily close her downtown business, she relocated to the mall, where she has now operated for over a year. In that time, she has built strong relationships with other small businesses and documented an 84% increase in sales, giving her hope to renew her lease for another three years. Ms. Gerber highlighted the scale of the mall's small business community, noting that around 35 individual businesses operate there, supporting roughly 200 jobs, many of which are now at risk. She emphasized that while larger retailers like Claire's may close due to corporate bankruptcy, the impact on local entrepreneurs and employees should not be dismissed. Ms. Gerber raised concerns about where these small businesses and their workers will go if redevelopment moves forward. She also questioned the project's classification of "primary jobs" under Texas law, pointing out that most mall businesses do not fall into the defined industries such as manufacturing, agriculture, or warehousing. She urged decision-makers to carefully consider how the redevelopment plan addresses the displacement and future of these small businesses and their employees.

Kayla May, 612 Park Street, Burkburnett, Texas

Kayla May, an employee of Zales at Sikes Center Mall, spoke alongside her supervisor, who has over 20 years of experience working for multiple jewelry retailers in the mall. She emphasized the deep historical connection between Zales and Wichita Falls, noting that the company originated in the city in 1924 at Ohio and 8th Street before moving into the mall in the mid-1980s, where it has continued to thrive. Ms. May expressed concern about the lack of available retail space in the city and questioned whether the City would provide assistance in relocating such a historically significant business if the mall is demolished. She stressed that Zales wants to remain in Wichita Falls to continue serving generations of loyal customers and preserve the company's long-standing local legacy, but uncertainty about where they could relocate is a major concern.

Gary McClendon, 5129 Tower Dr, Wichita Falls, Texas

Gary McClendon, a longtime Wichita Falls resident, thanked city and board leaders for their work and shared reflections on change, noting that while it often faces opposition, it is inevitable. He recalled fond memories of the mall in its prime, from riding the carousel with his daughters to bustling holiday crowds, but acknowledged that the rise of the internet, the pandemic, and absentee ownership led to its decline. Mr. McClendon criticized the current owners for failing to invest in the property, pointing out their pattern of shuttering malls elsewhere and their eagerness to sell rather than rehabilitate. He cautioned against using public funds to prop up a deteriorating facility that could become another eyesore, like several abandoned buildings along the freeway, but supported the idea of the city purchasing the property and reselling it to a

capable developer as a “win-win” for revitalization. Drawing on examples from other communities, he noted that outside developers have often seen more potential in Wichita Falls than its own citizens, citing successful projects such as Quail Creek and Big Blue. Mr. McClendon expressed optimism that with strong leadership and developer investment, the city could replace the failing mall with a vibrant retail and community hub that generates tax revenue and avoids further urban decay.

Gary Silverman, 3006 McNeil Ave, Wichita Falls, Texas

Gary Silverman, a Wichita Falls resident, expressed strong support for the redevelopment project, stating he hopes to see it completed in his lifetime. While fully in favor, he cautioned that projects of this scale inevitably create “little holes of pain” throughout the community. He noted that small restaurants and businesses that have recently started, or property owners who have invested in buildings, may suffer if customers and activity are redirected to the new development. Mr. Silverman emphasized that moving or adjusting a business is not cheap, with relocation costs and licensing expenses creating a heavy burden for small operators. He urged city leaders and planners to consider these ripple effects and find ways to support the small businesses that will feel the impact, even as the broader community benefits. He closed by expressing confidence in the intelligence and capabilities of those involved to address these challenges while making the project successful.

Andrew Ross, 5210 Tower Dr, Wichita Falls, Texas

Andrew Ross, a Wichita Falls resident and self-described mall walker, spoke in support of finding ways to preserve the role the mall has played for both businesses and the community. He emphasized the importance of helping small businesses like Tilt Studio and Access Game Lounge, which have built large customer bases and want to remain in the city. Ross also underscored the value of the mall as an air-conditioned, safe gathering place for families, mall walkers, and young people, suggesting that any redevelopment should include similar features such as indoor walking areas and play spaces. Additionally, he proposed relocating one of the city’s two downtown farmers’ markets to the Sikes Center area. In his view, this would prevent the two markets from competing with each other and weaken each other, while also creating a new community hub near MSU that provides students with access to fresh, local goods. Ross encouraged planners to integrate these types of community-oriented amenities into redevelopment plans to better support local businesses and residents.

Amy Walker, 1800 Huff, Wichita Falls, Texas

Amy Walker, a Wichita Falls resident and mother of a current mall business owner, spoke passionately about her concerns with the redevelopment plans. She clarified that while she started the “Save the Mall” petition, she never intended it to mean preserving the mall exactly as it is. Instead, she and many others understood the original plan to be a partial demolition, with current tenants consolidated to the front, long-overdue repairs completed, and a sports complex added to the back. Now, hearing that the entire mall may be bulldozed and replaced with apartments and limited retail, she fears the community within the mall — especially the elderly who socialize there daily — is being overlooked. Ms. Walker questioned whether nearby residents had been asked how a stadium might affect their property values and taxes, and she urged leaders to avoid making a “knee-jerk decision.” She highlighted the thousands of petition signatures, including those of residents of surrounding towns who regularly visit the mall. Ms. Walker argued that fixing the neglected roof and HVAC could revitalize the existing structure at

far less cost and asked why 4B funds couldn't be used for renovations rather than demolition. She also expressed skepticism about whether Wichita Falls has the demographics to support the kind of retail being proposed and worried about significantly higher rents pricing out current tenants. Drawing on her past disappointment with downtown's promised revitalization efforts, she cautioned that citizens need assurance this redevelopment will truly deliver meaningful improvements, rather than repeating past mistakes.

Darren Young, 1562 Carol Lane, Wichita Falls, Texas

Darren Young, a longtime Wichita Falls resident and new father of three young children, shared his perspective as both a professional in the data analytics field and a young parent. He explained that while he has deep roots in the community, he has considered leaving because of the limited career opportunities in his field and the lack of activities for young families. Young expressed excitement about the proposed redevelopment, calling it an excellent opportunity that could make Wichita Falls more attractive for people like him to stay long-term. He emphasized that even beyond personal benefits, the project signals positive movement and leadership in the city — something he feels Wichita Falls has long needed. At the same time, Young voiced concern for existing small businesses, specifically mentioning Nexus Gaming Lounge as an example of a local enterprise he values and wants to see protected. He urged leaders to strike a balance between maintaining and supporting what already exists in the community while also embracing opportunities for growth and change.

Boyd Branch, 2915 S. Shepherd's Glen, Wichita Falls, Texas

Boyd Branch, a Wichita Falls resident, kept his remarks brief, urging city leaders to ensure that citizens are directly involved in the decision-making process regarding the mall redevelopment. He called for the issue to be taken to a public vote, emphasizing the importance of giving the community a formal voice in determining the project's future.

Gonzalo Robles, 4846 Tortuga Trail, Wichita Falls, Texas

Gonzalo Robles, a Wichita Falls resident, spoke briefly in support of the redevelopment effort, drawing on his experience working with young people. He explained that while he and his colleagues encourage students to pursue higher education at MSU Texas and Vernon College, it is difficult to persuade them to stay in Wichita Falls because many feel there is little to do in the city. Mr. Robles emphasized that Wichita Falls is a great community with strong institutions, but more opportunities for entertainment and engagement are needed to retain young talent. He praised the City Council and Chamber of Commerce for pursuing redevelopment, noting that while there may be differences in opinion on how best to proceed, there is broad agreement that the community wants to make Wichita Falls stronger, and he urged everyone to work together toward that goal.

Council, WFEDC, WF4BSTC, and Staff Questions and Follow-Up

Councilor Whitney Flack asked Ms. Beasley to elaborate on comments she had made in a prior retail session about the importance of balancing support for both local and national businesses, noting that many community members are worried about the impact redevelopment might have on small, local entrepreneurs. Ms. Beasley responded by affirming that local businesses are the "heart and soul" of a community, while national chains bring consistency, brand recognition, and large-scale investment. She explained that the two operate very differently:

local entrepreneurs often thrive in historic downtown settings where walkability and unique character draw in both residents and tourists, whereas national retailers follow strict site selection criteria dictated by corporate real estate standards and profitability models. For example, many national chains insist on large parking ratios and master-planned tenant mixes, which are only possible on unified sites like malls, not fragmented ownership structures like downtowns.

Ms. Beasley emphasized that malls of the 1980s provided a sense of place and community, but shifting consumer preferences and bankruptcies of traditional mall retailers have changed the landscape. Today's shoppers tend to prefer direct access to storefronts rather than walking past multiple businesses, which has driven the growth of power centers and contributed to the decline of malls. She also explained that mall tenants typically pay higher rents because of common area maintenance (CAM) fees — costs tied to shared spaces such as lobbies and hallways — which are often neglected by landlords yet still passed on to tenants. By contrast, retailers in power centers avoid those expenses, making those sites more profitable. Ms. Beasley concluded by stressing that while national brands and local entrepreneurs serve different roles and face different real estate pressures, both are essential to a healthy retail ecosystem. She urged the community to support both, noting that every consumer “vote” — whether spent locally, nationally, or online — shapes the future of retail in Wichita Falls.

Councilor Mike Battaglino asked Mr. Kitchens whether businesses like Nexus Gaming Lounge and Withershins were being communicated with regarding possible relocation options. Mr. Kitchens responded by stressing that the community cannot assume the mall will remain open in its current condition regardless of redevelopment plans. He noted that the facility has serious code and safety issues, pointing out the numerous leaks and buckets catching rainwater, which could legally force its closure even without new development. Mr. Kitchens also addressed concerns about mall walkers, acknowledging their presence but clarifying that, technically, walking without shopping is considered trespassing and could be prohibited at any time by the property owners. Regarding small businesses, Mr. Kitchens emphasized that the redevelopment effort is not about pushing anyone out, but rather about helping them transition and “figure out what next looks like.” He highlighted that the Economic Development Corporation had already approved additional funding to the Chamber to support repopulating downtown, including evaluating available buildings, improving infrastructure, and working with city leadership to attract businesses. While acknowledging that change is difficult, Mr. Kitchens concluded that the mall's decline was inevitable due to the current owners and market conditions, and that the city's role is to proactively manage that change and provide new opportunities for displaced businesses.

City Attorney Kinley Hegglund addressed the Mayor, WFEDC President, and WF4BSTC presidents about formally entering documents into the record. Mr. Hegglund requested that three specific items be included in the official minutes for the City Council, the 4A Board, and the 4B Board. First, he asked that the PowerPoint presentations and related materials shown during the meeting be made part of the record. Second, he submitted nine articles provided by the Chamber of Commerce concerning the economic impact of retail malls (Exhibit D), requesting that they also be included. Third, he noted that one of the speakers had asked him to submit a seven-page document entitled Questions Regarding the Sikes Center Project (Exhibit E) on her behalf, and he presented that for the record as well. All documents were accepted into the record.

Glenn Barham, speaking in his capacity as president of the Sheppard Military Affairs Committee, emphasized the critical importance of Sheppard Air Force Base to the Wichita Falls economy, noting that approximately 40% of the community's economy is tied to the base through primary jobs, contracts, and related industries. He warned that if the city does not make itself

more attractive and enjoyable for both students and permanent party personnel stationed at Sheppard, it could harm Wichita Falls' standing in the event of a future Base Realignment and Closure (BRAC) review. Mr. Barham reminded the boards that during the 2005 BRAC round, Sheppard lost some of its medical training missions to San Antonio, resulting in a \$42 million economic hit that took years to recover from. While subsequent missions have helped offset those losses, he stressed that the community cannot afford another setback of that magnitude. He explained that the Shepherd Military Affairs Committee exists specifically to help protect the base's future, and that making Wichita Falls a more desirable place to live and work for military personnel is central to that mission. Mr. Barham concluded by strongly endorsing the redevelopment project as a vital step to strengthen Wichita Falls' economic resilience and safeguard Sheppard's long-term presence in the community.

City Manager Jeff Jenkins, who has served in that role for two months, expressed enthusiasm about the redevelopment project and the opportunity it presents for Wichita Falls. He reflected on personal memories of the mall in the 1980s, recalling how it once served as a vibrant community hub, but noted that today it no longer provides the experiences or opportunities that MSU students, residents, and future newcomers need. Mr. Jenkins stressed that the project could serve as a centerpiece of economic revival, particularly in the heart of the community, and create new synergies with Midwestern State University by giving students more to do locally. From a management perspective, he highlighted that increased sales tax revenue from revitalized retail could reduce the city's reliance on property taxes, creating a direct benefit for residents. He also echoed concerns about Sheppard Air Force Base, emphasizing that the city cannot afford to lose ground in quality-of-life measures that might be weighed in future base realignment decisions. Ultimately, Mr. Jenkins framed the decision as one of legacy, urging the boards and community to choose action that will create lasting opportunities and positive memories for future generations rather than allowing the mall to fade into history.

Councilor Battaglino spoke from his perspective as an Air Force veteran, stressing how military personnel evaluate and remember the communities where they are stationed. He noted that service members pay close attention to the amenities and opportunities that exist in a community, and he pointed to the restoration of the Hotel by the Falls as an earlier example of a project that helped improve Wichita Falls' image. Councilor Battaglino argued that the proposed redevelopment of Sikes Center Mall could have an even greater long-term impact, shaping how both trainees and instructors at Sheppard Air Force Base view their time in the city. By 2031, he said, the project could create experiences and memories that inspire Airmen to want to return to Wichita Falls later in life, either to work or to retire. He concluded that the redevelopment represents an opportunity to strengthen Wichita Falls' reputation as a true national defense community — a reputation that will influence not only current residents but also future generations of military personnel and their families.

Councilor Tom Taylor reflected on his long connection to Wichita Falls, recalling his arrival in 1985 after being assigned here and how he and his family were warmly welcomed into the community. He described how his children attended local schools and MSU, how his family became deeply involved in community and school activities, and how they came to view Wichita Falls as home. Councilor Taylor recounted a memory of returning from Dallas one night after shopping, looking out over the city lights with his wife, and both realizing simultaneously that Wichita Falls was where they belonged. He acknowledged that while the city has always faced challenges and lacked certain facilities, he and his family felt strongly about being part of efforts to make improvements and create positive change. Expressing support for the redevelopment project, he urged community leaders to move forward carefully, recognizing it may be a "slippery

slope" but emphasizing the need to avoid unnecessary obstacles and to do everything possible to support affected businesses. Councilor Taylor reassured citizens that both he and his fellow council members are committed to acting with integrity and in the best interest of Wichita Falls residents, asking for trust and patience as they work to guide the city through this transition.

Councilor Austin Cobb began by thanking the Chamber of Commerce and all those involved in reaching this stage of the redevelopment effort, calling it an exciting milestone. He shared nostalgic memories of the mall's earlier days, recalling Aladdin's Castle arcade and spending time there with friends, and reflected on how the mall once created lasting impressions for his generation. Councilor Cobb echoed City Manager Jeff Jenkins' remarks that this project represents an opportunity to create similar meaningful experiences for the next generation, emphasizing that the mall site sits at the heart of the city and offers a rare chance for Wichita Falls to control how it develops. Acknowledging that the project will take years, with completion projected by 2031, Councilor Cobb noted that other major cities already have similar facilities and challenged the community with the question, "Why not us? Why not Wichita Falls?" He stressed that pursuing the mall redevelopment does not mean abandoning downtown, pointing out that the city is simultaneously working on a master plan for downtown revitalization. Concluding on an optimistic note, Councilor Cobb described this as a very exciting day for Wichita Falls and expressed eagerness to see the future unfold.

Mayor Short concluded the public hearing by thanking the presenters and participants for their contributions. He emphasized that the challenges facing the community, particularly with the declining mall, cannot be solved by ignoring them, warning that inaction would only worsen the problem. Short noted that the city is determined to stop "looking in the rearview mirror" and instead focus on moving forward with a clear vision. He highlighted the historic significance of the moment, explaining that for the first time, the City Council, the 4A Board, and the 4B Board would deliberate and vote together immediately following the hearing.


Mayor Short closed the public hearing portion of the City Council Meeting at 4:36 p.m. Mr. Lane closed the public hearing portion of the WFEDC Meeting at 4:36 p.m. Mr. Barham closed the public hearing portion of the WF4BSTC Meeting at 4:36 p.m.

3. Consideration of a resolution approving a \$3,500,000 performance agreement with the Wichita Falls Economic Development Corporation related to a destination retail and sports facilities land acquisition project located at 3111 Midwestern Parkway, Wichita Falls, Texas.

Mr. Barham moved to approve a resolution authorizing a \$3,500,000 performance agreement with the Wichita Falls Economic Development Corporation related to a destination retail and sports facilities land acquisition project located at 3111 Midwestern Parkway, Wichita Falls, Texas. Seconded by Mr. Michael Grassi, the motion carried 7-0.

4. ADJOURNED.

Mr. Barham adjourned the WF4BSTC portion of the joint meeting at 4:36 p.m.



Glenn Barham, President

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION

JUNE 19, 2025

PRESENT:

Leo Lane, President	§	WFEDC Members
David Toogood, Vice President	§	
Brent Hillery	§	
Reno Gustafson	§	
Craig Lewis	§	
Tim Short, Mayor	§	
Mike Battaglino, Councilor, District 4	§	Mayor & Councilors
Austin Cobb, Councilor-at-Large	§	
Paul Menzies, Assistant City Manager	§	City Administration
Blake Jurecek, Assistant City Manager	§	
Monica Aguon, Sr. Assistant City Attorney	§	
Terry Floyd, 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.	§	
Ron Kitchens, CEO	§	Wichita Falls Chamber of Commerce
Vicki Pratt	§	
Paul Terry, Engineer	§	Nuco Controls, LLC
Dusty Potter, Board Chair	§	Downtown Wichita Falls Development
Carla Rogers, Board Member	§	
Rodney Case, Board Member	§	
Hank Rugeley, Partner	§	Davison Rugeley, LLP

1. CALL TO ORDER.

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

2. CONSENT AGENDA.

a. Approval of Minutes (May 15, 2025)

b. Financial Report

Mr. Paul Menzies reported that sales tax revenue is flat but remains on budget, which is positive. Interest earnings continue to run slightly above projections, helping the bottom line.

Current financials show about \$13.4 million, though the true amount is likely closer to \$14 million. This adjustment is pending the rectification of a few project accounts, such as the business park mineral rights, and the expiration of Tryer and Howmet projects, allowing those funds to roll back in.

Mr. Lane asked if there were any further comments or questions. No comments were made, nor questions asked. Mr. David Toogood made a motion to approve the consent agenda. Seconded by Mr. Brent Hillery, the motion carried 5-0.

3. DISCUSSION AND POSSIBLE ACTION RELATED TO THE PROPOSED INCENTIVE PACKAGE FOR NUCO CONTROLS, LLC.

Mr. Ron Kitchens introduced NuCo Controls, LLC, currently operating downtown in the former Joe Pistocco auto dealership building, noting the company's opportunity to relocate to a significantly larger and more functional 60,000-square-foot facility and add approximately 23 employees.

Mr. Paul Terry with Nuco Controls provided background, explaining the company was founded on July 14, 2011, with five partners and one manufacturing supervisor, all initially working hands-on. Over the past five years, the company has experienced substantial growth, over 40% year-over-year, and is currently on track for more than 60% growth in 2025. The partners bring decades of experience in the electrical industry, with deep vendor and distribution networks, and serve diverse market segments including oil and gas, renewable energy (solar and wind), industrial HVAC, and general industrial markets, supplying customers nationwide and internationally in Europe and South America. Notable clients include Vitro and Sealed Air.

Mr. Kitchens noted the company's average salary, with full benefits, exceeds \$90,000 annually, making it a premier local employer. Mr. Terry added that the company has a strong presence in the power quality sector, having completed a major City project in 2014 and recently been asked by its second-largest customer to expand by another 60,000 square feet to consolidate operations in Wichita Falls and serve the entire U.S.

Mr. Hillery inquired as to what type of positions the company would be adding. Mr. Terry explained that the planned 23 new positions will primarily consist of highly skilled wiring personnel, with additional mechanical workers, an administrative role to handle increased distribution needs, and potentially another engineer. Mr. Lane asked if the company owned any property downtown. Mr. Terry answered that it does not currently own any downtown property. Mr. Lewis asked if the company is consistently profitable. Mr. Terry reported that NuCo has been consistently profitable since its inception and has never posted a loss.

No further comments were made, and no questions were asked.

4. DISCUSSION AND POSSIBLE ACTION RELATED TO DOWNTOWN WICHITA FALLS DEVELOPMENT.

Mr. Dusty Potter, Board Chair of Downtown Wichita Falls Development and North Texas Visions, announced an upcoming organizational change in coordination with the Wichita Falls Chamber. After months of collaboration between the Chamber and the board, both parties agreed that transitioning downtown economic development responsibilities to the Chamber would be the most effective approach for the city at this time. The Chamber is well-positioned to support ongoing business growth citywide, and Downtown Wichita Falls Development is committed to ensuring the transition is smooth, productive, and collaborative. Outgoing staff have already been working directly with the Chamber to facilitate the handoff, and the board will remain available to provide institutional knowledge and continuity.

Mr. Potter explained that this change will allow Downtown Wichita Falls Development to

focus more fully on its core mission of hosting impactful, community-driven events that bring people downtown, support small businesses, and promote Wichita Falls as a destination. Signature events such as Cajun Fest, the Downtown Artwalk, the Saint Patrick's Day Festival, City Lights, and the weekly Farmer's Market provide entertainment, drive foot traffic, increase tourism, and create business opportunities. Looking ahead, the organization plans to expand its event calendar, explore new visitor attractions, and build on existing successes. Mr. Potter expressed gratitude for the Board's support and emphasized the organization's continued commitment to creating experiences that bring the community together in the heart of downtown.

Mayor Short inquired as to the official date of the transition. Mr. Potter explained that the official transition date would be October 1, which is already underway.

Mr. Lane thanked Mr. Potter for his presentation and update. There were no additional comments or questions, and no action was taken by the Board.

5. EXECUTIVE SESSION.

Mr. Lane adjourned the meeting into executive session at **2:39 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 **3:44 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.

MOTIONS

Mr. Toogood made a motion for the Board to approve an incentive package for NuCo Controls, LLC, including a \$1,000,000 forgivable loan to be distributed over two years, along with a \$172,500 cash-for-jobs grant tied to verified job creation milestones. The motion also authorizes Board Chair Leo Lane, with the concurrence of the City Attorney, to execute all necessary agreements and documents to implement the package. With no additional questions or comments, the motion was seconded by Mr. Lewis and approved by a 5-0 vote in favor.

6. ADJOURNED.

Mr. Lane asked if the public had any questions or comments. Since there were none, he adjourned the meeting at 3:46 p.m.



Leo Lane, President

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 Hegglund, 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
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 Medellin 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 Medellin 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.

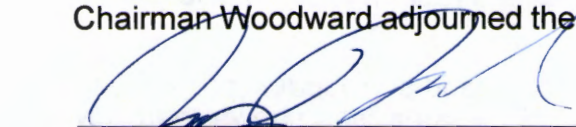
It was also asked if staff has had any discussions with SAFB, and it was stated that staff was in the middle of talks the whole time between the applicant, Forward WF and our Sheppard Liaisons.

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.

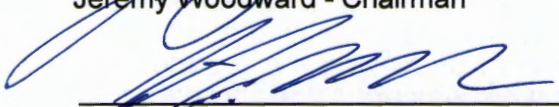
VI. ADJOURN

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
CITY-COUNTY HOMELESS ADVISORY COMMITTEE**

JANUARY 14, 2026

Present:

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

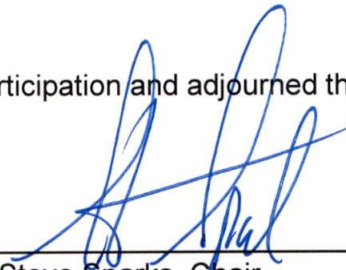
Before concluding the discussion, Mr. Sparks suggested that he, along with James McKechnie, Amy Fagan, and Jeff Jenkins, meet with Dennis Wildey of Nortex Regional Planning Commission to discuss Continuum of Care coordination further. Committee members agreed that such a meeting would be beneficial, 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 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 Heggland, 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 Marris 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 Marris 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	◆ Member
Councilman Robert Brooks	◆ Member
Councilman Tom Taylor	◆ Member
Ray Dixon, Jr.	◆ Member
Sandra Gross	◆ Member
Paul Menzies, Assistant City Manager	◆ City Staff
Fabian Medellin, Development Services Director	◆ City Staff
Stephen Calvert, CFO	◆ City Staff
Rita Miller, Assistant Director of Development Services	◆ City Staff
Pat Hoffman, Property Management Administrator	◆ City Staff
Kinley Heggland, City Attorney	◆ City Staff
Karen Montgomery-Gagné, Principal Planner	◆ Staff Liaison
Angela Lu, Senior Assistant Attorney	◆ City Staff
Robin Marshall, Admin Assistant	◆ City Staff

ABSENT:

Mark Beauchamp, Wichita Co. Commissioner	◆ Member
Barry Mahler, Wichita Co. Commissioner	◆ 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 L Haney
Kenneth Haney, Chairperson

2/17/2026
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.)

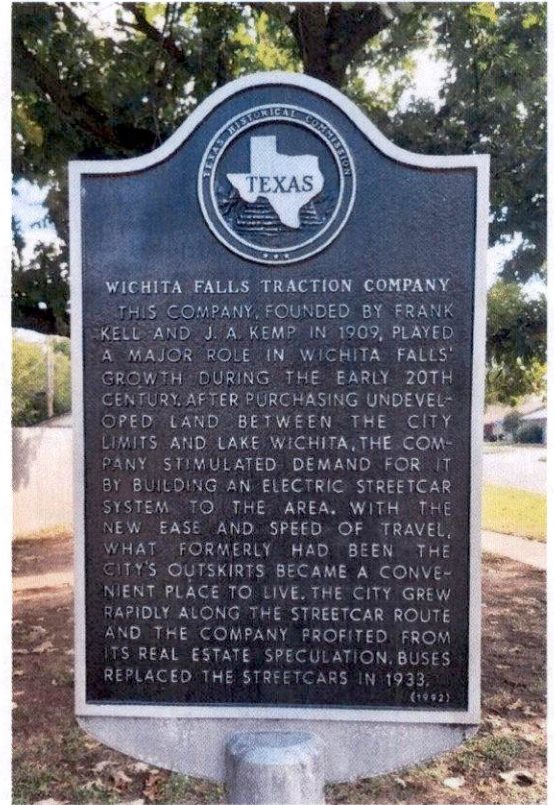
Topics. This historical marker is listed in this topic list: [Railroads & Streetcars](#). A significant historical year for this entry is 1909.

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](#).



Click or scan to see
this page online

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);



Photographed by James Hulse, October 26, 2025

1. Wichita Falls Traction Company Marker

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

MARCH 5, 2026

PRESENT:

Glenn Barham, President	§	WF4BSTC Members
Michael Grassi, Vice-President	§	
Nick Schreiber, Secretary-Treasurer	§	
Stephen Santellana	§	
Craig Reynolds	§	
Darrell Coleman	§	
Steve Garner	§	
Tim Short, Mayor	§	Mayor & City Councilors
Tom Taylor, Councilor, District 5	§	
Jeff Jenkins, City Manager	§	City Staff
James McKechnie, Deputy City Manager	§	
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Julia Vasquez, Deputy City Attorney	§	
Stephen Calvert, CFO & Finance Director	§	
Russell Schreiber, Public Works Director	§	
Tyson Traw, Engineering Director	§	
Fabian Medellin, Development Svcs Director	§	
Karen Montgomery-Gagné, Principal Planner	§	
Kalee Robinson, Parks & Rec Director	§	
Cody Melton, Fire Chief	§	
Samantha Forester, Public Information	§	
Paige Lessor, Executive Legal Assistant	§	

1. Call to Order.

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

2. Report of Financial Condition.

Mr. Paul Menzies reported that the sales tax figures remain unchanged from the prior meeting due to the adjusted meeting schedule but noted that revenues continue to perform well. He stated that, for the first quarter of the fiscal year, sales tax collections are ahead of the same period last year. Mr. Menzies further reported that the Corporation's unencumbered fund balance, or "bottom line," is approximately \$6.2 million available for new projects.

3. Consent Agenda:

- a) **Approval of Minutes of January 8, 2026.**
- b) **Approval of Downtown Matching Grant applications for:**
 - i. **1001 8th St (WF Baptist Church)**

ii. 813 8th St (Oil & Gas Building)

iii. 913 7th St (Fidelie Building)

iv. 901 Ohio (Brian's Plumbing)

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

4. Public hearing regarding a funding request from the City of Wichita Falls to support the Art Walk event downtown.

Mr. Paul Menzies introduced the item and explained that the \$152,000 funding request is being made by the City of Wichita Falls. He noted that, if approved by the Board, the City would subsequently enter into an agreement with the selected organization, subject to City Council approval at an upcoming meeting. Mr. James McKechnie further explained that, following the Downtown Development Board's discontinuation of the Art Walk, City Council and management tasked a committee with identifying a path forward. He stated that the committee has identified Potencia Projects as a local partner to operate the event, with a plan aimed at continuing the Art Walk while also reducing the overall cost to the City over time.

Mr. Ismael "Ish" Duran, President of Potencia Projects, presented a proposal to operate and enhance the Downtown Art Walk. He provided an overview of Potencia Projects' experience, highlighting its longstanding involvement in downtown events, including festivals, community partnerships, and prior contributions to Art Walk and other local programming. He emphasized the organization's local presence, community partnerships, and capacity to manage large-scale events.

Mr. Duran described the prior Art Walk format as having a large but unstructured footprint, spanning multiple downtown blocks with primarily volunteer coordination and limited oversight. He noted average attendance of approximately 8,000 participants per event, but identified key concerns from downtown stakeholders, including sanitation issues, lack of traffic control and safety measures, insufficient communication, and a drift away from the event's original focus on art. He outlined Potencia Projects' proposed operational approach, which includes enhanced planning and permitting coordination with the City, improved communication with stakeholders, formal public safety and emergency planning, and expanded event-day logistics such as infrastructure setup, teardown, and post-event sanitation. He further explained that vendor management would be restructured through an application and screening process to better categorize and place participants, supported by centralized marketing, communications, and performance tracking metrics for continuous improvement.

Mr. Duran presented a redesigned event layout featuring a smaller, defined perimeter to improve safety and manageability. The plan includes designated zones, such as a curated "Art Zone" focused on artists and programming, a separate merchant area for resale vendors, a food-focused farmers market area, and general vendor spaces. He noted that this structure would restore emphasis on art while improving organization, navigation, and overall attendee experience. Mr. Duran then turned the floor over to Mr. Cosme Solis.

Mr. Solis, a former Texas Department of Transportation District Safety Officer with 31 years of experience, presented the proposed safety plan for the Art Walk. He explained that, following outreach and discussions with downtown business owners, safety was identified as a primary concern under the previous event format.

Mr. Solis outlined several measures designed to enhance safety and address those concerns. He stated that the plan includes the deployment of approximately ten police officers per

event, strategically stationed throughout the event area, with additional “zone officers” assigned to specific sections to improve coordination and response times. He noted that this structure is intended to provide visible security presence and allow for quicker response in the event of an incident. He further explained that emergency medical services (EMS) would be on-site and centrally located within the event perimeter to ensure rapid response to medical emergencies.

Mr. Solis also described sanitation and crowd accommodation measures, including the placement of portable restroom facilities throughout the event area, with each location consisting of multiple units, including ADA-accessible accommodations.

He also detailed traffic control protocols, including advance signage to notify motorists of the event and caution signage to alert drivers to pedestrian activity in and around the event area. He stated that these measures are intended to improve both pedestrian and vehicular safety.

Additionally, he outlined operational safety protocols, including a lost child response plan to quickly reunite children with guardians, and a severe weather protocol to notify vendors and attendees and facilitate safe sheltering in the event of inclement weather. Mr. Solis emphasized that these coordinated safety measures are intended to create a more secure and well-managed environment for attendees, vendors, and downtown stakeholders.

Mr. Solis turned the presentation back over to Mr. Duran. Mr. Duran presented an overview of the proposed budget for the Art Walk, noting that primary cost components include security, emergency medical services (EMS), insurance, sanitation, portable restrooms (including ADA-accessible units), programming, and event management. He stated that security and EMS represent significant expenses, with security estimated at approximately \$40 per hour per officer and EMS services ranging from \$200 to \$300 per hour, totaling approximately \$2,500 per event. He further noted that insurance costs are estimated at \$1,600, and sanitation services, including active cleanup crews during the event, are projected at approximately \$1,500.

Mr. Duran emphasized that funding for art programming is a key component of the proposal, as it directly supports the goal of restoring a strong artistic focus to the event through curated experiences and partnerships with local arts organizations. Additional costs include portable restroom facilities and related infrastructure, as well as minor site-related expenses. He stated that management and production costs account for approximately 42% of the budget and reflect an estimated 167 hours of work per month to plan and execute the event.

In closing, Mr. Duran characterized the Art Walk as a quality-of-life initiative that enhances community engagement and serves as a key promotional asset for Wichita Falls. He noted that the event regularly attracts large crowds and contributes positively to the community’s image and economic activity. Mr. Duran stated that, while the event is not expected to be a revenue-generating operation, it provides significant community value and is an asset worth sustaining and improving moving forward. Mr. Duran asked for questions from the Board.

Mr. Nick Schreiber inquired about the potential to extend the Art Walk into the months of November and December. Mr. Duran responded that Potencia Projects is open to extending the season, particularly given positive vendor feedback and the appeal of cooler months, but noted that continuation would depend on participation and overall success.

Mr. Schreiber also requested additional detail regarding vendor and premium fees. Mr. Duran explained that vendor fees would begin at a modest level and increase gradually over time, with food vendors and food trucks subject to higher initial fees. He noted that premium fees, such as early setup access and preferred placement, are still under consideration and will be determined based on vendor feedback and operational needs.

Mr. Garner asked for clarification regarding the art programming budget. Mr. Duran explained that funds would be used to secure artists from the Texas Commission on the Arts

roster, including performance-based artists, with costs varying depending on timing and artist availability, particularly later in the season.

Board members discussed sponsorship opportunities, with Mr. Schreiber and Mr. Coleman suggesting expanded sponsorship models, including event-specific or component-based sponsorships. Mr. Duran acknowledged prior sponsorships and indicated that future sponsorship revenue would be directed toward a sustainability fund to support ongoing programming and reduce reliance on public funding.

Mayor Short and Board members raised concerns regarding vendor placement and potential resistance from vendors accustomed to prior informal arrangements. Mr. Duran emphasized that communication and coordination with downtown business owners would be critical, noting that business owners within the proposed event footprint have expressed support and that efforts will be made to work collaboratively with vendors while implementing the new structure.

Mr. Santellana raised questions regarding vendors operating outside the designated event area. Mr. McKechnie explained that the City intends to adopt a policy or ordinance establishing clear boundaries and requirements, with enforcement by police and code enforcement personnel, while emphasizing an initial focus on education and cooperation.

Board members also discussed safety and capacity concerns related to the reduced event footprint. Mr. Solis stated that the proposed plan is sufficient to accommodate anticipated attendance levels, with the ability to adjust staffing and expand the perimeter if needed. Mr. Duran added that closing streets to traffic would provide additional usable space and improve crowd flow.

Additional discussion included potential use of nearby parking areas for vendor access and premium parking options, as well as traffic control logistics. Board members further emphasized the importance of pursuing sponsorships to offset costs and reduce the burden on public funding over time.

Finally, Mr. Schreiber confirmed that the current funding request is for a one-year term, with the expectation that the program will be evaluated for future continuation. Staff and presenters affirmed that the intent is to assess performance after the initial year and explore future funding strategies.

Mr. Barham asked for any further comments or questions from the Board and the public. There being no further questions, Mr. Barham closed the public hearing at 3:39 p.m.

5. Public hearing regarding a funding request from the City of Wichita Falls to assist in supporting several capital improvement projects, including but not limited to, the renovation of the former Kirby Middle School into the new Police Department Headquarters, The Falls renovation at I-44 adjacent to the Wichita River, and the Lake Wichita section of the Circle Trail.

Mr. Menzies introduced the item and explained that, while the Board is familiar with the proposed projects and funding discussions, the presentation was intended to provide additional context for the public. He stated that staff would review the proposed funding structure, provide an overview of each project, and discuss the Board's potential commitment and associated funding terms.

Mr. Stephen Calvert, Chief Financial Officer, provided an overview of the proposed funding plan, stating that the three projects are estimated to total approximately \$47.9 million to \$50 million in capital expenditures. He explained that the City proposes to fund these projects through a combination of sources, including approximately \$11 million in existing General Fund savings

designated by the City Council, anticipated community support and contributions, and the issuance of approximately \$26.9 million in Certificates of Obligation to finance the remaining costs.

Mr. Calvert noted that each project represents a significant investment in the community and is intended to address long-term infrastructure and quality-of-life needs. He stated that additional details regarding the financing structure, including borrowing terms, would be presented later in the discussion.

Kirby Middle School – Police Department Headquarters

Mr. Blake Jurecek then provided an overview of the proposed Police Department Headquarters project, which involves the redevelopment of the former Kirby Middle School campus. He stated that the approximately 100,000-square-foot facility would be renovated to house the Police Department and Municipal Court, noting that the project represents an opportunity to repurpose an existing structure into a modern public safety facility.

Mr. Jurecek outlined the anticipated project timeline, explaining that schematic design is currently underway and expected to be completed by June, followed by detailed design development through the fall. He stated that construction documents would be prepared thereafter, with the project anticipated to be bid in early 2027 and construction beginning shortly thereafter. He noted that the estimated construction timeline is between 18 months and two years, with a projected completion date between late 2028 and 2029.

He further stated that preliminary work, including asbestos abatement and demolition planning, has already begun, and that staff will continue to engage Police Department personnel in the design process. Mr. Jurecek added that the City anticipates community support to assist in funding the project and will be pursuing contributions to supplement public funding sources.

Mr. Calvert emphasized that securing funding at this stage would allow the City to accelerate the initiation of the proposed capital projects, noting that while each project will require significant time to complete, early funding commitments will help advance timelines and move the projects toward completion more efficiently.

The Falls Renovation

Mr. Russell Schreiber then provided an overview of the proposed renovations to The Falls, describing it as one of the City's most significant landmarks and emphasizing the need to improve both its functionality and aesthetic appeal. He noted that, in March 2025, the Board directed staff to evaluate options to enhance the reliability and appearance of the Falls, including increasing operational consistency outside of flood events.

Mr. Schreiber explained that the Falls was shut down in September 2025 for evaluation, during which time significant structural and façade-related deficiencies were identified, including deterioration of the stone veneer. Although the Falls was briefly restarted, these issues necessitated another shutdown. He stated that a formal evaluation report was received in December 2025 outlining recommended improvements, and that in January 2026 the Board approved funding for design services, which are currently underway.

He outlined the key components of the proposed project, which include replacement of pumps, electrical systems, and control systems; structural analysis and potential repairs following removal of the façade; safety improvements such as upgraded handrails; enhanced site lighting and landscaping; and installation of a water recirculation system to improve water quality and operational consistency. He also noted that improved access for maintenance is a critical component of the project, as current access is limited and inefficient.

Mr. Schreiber reported that the estimated construction cost for the project ranges from

approximately \$4 million to \$6 million, including a contingency of approximately \$2.1 million to address potential structural issues that may be discovered during construction.

He further stated that the anticipated project timeline is approximately two years, with work beginning in 2026 and projected completion in 2028.

Circle Trail Completion

Mr. Calvert introduced the final project, noting the Circle Trail as a longstanding and valued community asset and emphasizing the importance of completing the remaining segment to fully realize the vision of the trail system.

Mr. Tyson Traw, Director of Engineering, provided an overview of the proposed Lake Wichita section of the Circle Trail. He explained that the project represents the final remaining segment needed to complete the trail loop, consisting of approximately one mile along the shoreline of Lake Wichita. He noted that, once completed, the trail will form a continuous loop of approximately 24 miles, enhancing recreational opportunities and supporting future community events.

Mr. Traw stated that the Circle Trail has been a long-term community project spanning approximately 40 years and that completion of this segment would mark a significant milestone. He further explained that the new section will connect existing trail segments from Lake Wichita Park to the current endpoint near Barnett Road, while maintaining the natural, off-road experience that users expect.

He noted that the project includes environmental considerations, including navigating or mitigating wetland areas along the proposed route. As a result, the design will incorporate features such as bridges and environmentally sensitive construction methods.

Mr. Traw provided a preliminary cost estimate of approximately \$5.5 million, including \$4.5 million for construction, approximately \$75,000 for environmental permitting, and just under \$500,000 for design. He noted that no additional right-of-way acquisition costs are anticipated, as the project will primarily be constructed on City-owned property, with only a minor section already acquired.

He outlined the anticipated project timeline, stating that, upon securing funding, the project would begin with field studies and preliminary work, followed by environmental permitting and design. He estimated approximately four months for initial studies, eight months for permitting, ten months for design, and approximately twelve months for construction. He further noted that the project could be bid in late 2027, with anticipated completion in approximately October 2028.

Board members and staff discussed the proposed timeline for the Circle Trail project, with Mayor Short noting the projected completion near the winter season. Mr. Traw explained that the proposed timeline is already considered optimistic, particularly due to the duration of environmental permitting and coordination with external regulatory agencies. He noted that while construction could potentially be accelerated, doing so would likely result in increased project costs.

Mr. Barham raised concerns regarding potential impacts of concurrent large-scale construction projects in the region, including data center developments, on labor availability and material costs. Mr. Traw responded that while staff has reviewed regional trends and consulted with other cities, such impacts are difficult to quantify at this stage, though increased costs—particularly in certain trades—are anticipated.

Further discussion among Board members highlighted concerns regarding rising costs for construction materials, particularly concrete, aggregates, and reinforcing steel, as well as competition for trucking and labor resources. It was noted that large projects, such as data

centers, often bring in external labor forces and may require dedicated material production, which could impact pricing and availability for local projects. Board members acknowledged that these market pressures may result in increased project costs beyond current estimates.

Mr. Santellana summarized the importance of the three proposed projects, emphasizing their collective impact on public safety, community identity, and quality of life, including improved facilities for public safety personnel, restoration of a key city landmark, and completion of the Circle Trail.

Proposed Funding Strategy

Mr. Calvert then provided a summary of the proposed funding strategy. He reiterated that the City has already designated approximately \$11 million in General Fund savings toward these projects and will seek additional community support through private contributions. He stated that the remaining funding would be addressed through the issuance of Certificates of Obligation, in an amount not to exceed \$26.9 million.

He explained that Certificates of Obligation would allow the City to move forward with the projects more quickly by providing upfront funding, rather than delaying projects through a pay-as-you-go approach. He noted that borrowing at this level is comparatively modest relative to other cities and emphasized that project costs are unlikely to decrease over time, reinforcing the benefit of proceeding with funding in the near term.

Mr. Calvert then presented a detailed overview of the proposed financing strategy, emphasizing that, with anticipated support from the 4B Sales Tax Corporation, the City will not increase the property tax rate as a result of the proposed projects. He outlined the proposed timeline for financing, stating that the City Council would consider a resolution to publish notice of intent to issue Certificates of Obligation in March, followed by a required 45-day period before final approval in May. He noted that, if approved, funds would be available as early as June, allowing the City to begin project implementation.

He further explained that the financing plan assumes issuance of up to \$26.9 million in Certificates of Obligation, with repayment supported by a combination of property tax revenue and 4B sales tax funding. Under the proposal, approximately \$600,000 annually would be funded through property taxes, with the remaining debt service to be supported by 4B.

Mr. Calvert presented repayment term options of 30, 20, and 15 years, noting that shorter terms would reduce total interest costs but result in higher annual payments. He stated that the estimated annual 4B contribution would be approximately \$1.08 million under a 30-year term, \$1.39 million under a 20-year term, and \$1.74 million under a 15-year term. He further explained that these amounts would represent approximately 18%, 23%, and 29% of 4B annual revenues, respectively, at their peak. He noted that, due to the fixed property tax contribution, 4B would fund a growing share of the total debt service over time, ranging from approximately 63% under a 30-year term to approximately 75% under a 15-year term.

He also highlighted the strong financial position of 4B, including an unencumbered fund balance of approximately \$6.2 million, equivalent to more than one year of revenues, and the scheduled payoff of several existing obligations in the coming years. He stated that these factors, combined with projected growth in sales tax revenues, would provide capacity to support the proposed debt while continuing to fund additional community projects.

He concluded by emphasizing that the proposed financing approach would allow the City to move forward with critical infrastructure projects promptly, leverage existing reserves, and pursue additional community support, while maintaining financial flexibility for future initiatives.

Mr. Barham asked for any further comments or questions from the Board and the public.

There being no further questions, Mr. Barham closed the public hearing at 4:07 p.m.

6. Executive Session.

Mr. Barham adjourned the meeting into executive session at **4:08 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **5:01 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

7. Consideration of a funding request from the City of Wichita Falls to support the Art Walk event downtown.


Mr. Nick Schreiber made a motion to approve funding to the City of Wichita Falls to contract with Potencia Projects for the continuation of the Downtown Art Walk for 2026, for up to eight events at a cost not to exceed \$25,363 per event, for a total one-year amount not to exceed \$202,904. Seconded by Mr. Garner, the motion carried 7-0.

8. Consideration of a funding request from the City of Wichita Falls to assist in supporting several capital improvement projects including, but not limited to, the renovation of the former Kirby Middle School into the new Police Department Headquarters, The Falls renovation at I-44 adjacent to the Wichita River, and the Lake Wichita section of the Circle Trail.

Mr. Santellana made a motion to support the City of Wichita Falls capital improvement projects by committing an annual payment toward Certificates of Obligation, for a term not to exceed twenty (20) years and in an amount not to exceed \$1.4 million per year. Seconded by Mr. Coleman, the motion carried 7-0.

9. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 5:03 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation

MINUTES
LAKE WICHITA REVITALIZATION COMMITTEE

March 10, 2026

PRESENT:

Steve Garner, Vice Chair
David Coleman, Secretary
Matt Marris
Jack Roe
John Pezzano
Mark Moran
Amy Bobrowitz
David Bender

■ Members

Kalee Robinson, Parks Director
Tyson Traw, Deputy Public Works Director

■ City Staff

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

■ Guests

ABSENT: Austin Cobb (City Council Liaison), Mike Battaglino, Ray Acuna, Josh Whittiker, Sharon Roach, Alicia Castillo

1. **Call to Order:** In Josh's absence, Steve called the meeting to order at 11:30
2. **Approval of Minutes:** February meeting minutes were approved unanimously.
3. **Project Updates:**
 - 3.a. **Veteran's Plaza Master Plan:** David Coleman and Mark Moran met with the grant writer, Marvin Peevey, to provide him background on our projects and see what he would charge us to create and submit some grant requests. Marvin provided a summary of documents needed for grant applications, and a list of foundations, etc that are potential donors. A motion was approved unanimously at the February meeting to pre-authorize up to \$2,500 for this purpose, but we will invite Marvin to attend our April meeting for a more in-depth discussion. David will extend that invitation.
 - 3.a.i. **Daughters of the American Revolution Patriots Marker Project:** Austin is pursuing a letter from the City of WF to grant approval for the DAR's Patriot Marker, which will be a plaque on a metal pole at the Veterans Plaza.
 - 3.b. **Lake Deepening:** No update, we await the USACE to move forward to create the Determination of Federal Interest.
 - 3.c. **Parks Master Plan:** Kalee stated that the 4B Board approved funding for the last section of the Circle Trail, along the shore of Lake Wichita, at their meeting last week. This requires approval from the City Council, with a 45 day public notice, and second City Council approval, before CO Bonds can be issued and the project begin.

March 10, 2026

4. **Discussion of Brick Sales and Fundraising Initiatives:** David stated there is one pending brick order. Kalee provided a draft version of a sign with a QR code for visitors at the Veterans Plaza to access the Brick Order Form. Some edits were suggested, and Kalee will get the sign made. Funding for this was approved in February, up to \$400.
There were no expenditures this month, so the balance in the Wells Fargo account is approximately \$92,000.
5. **Other Business Matters:** John Pezzano stated that he has purchased 4 air driven small catamaran boats that he plans to rent out on the south shore of Lake Wichita.
6. **Adjournment:** The meeting adjourned at 12:00 pm.



Josh Whittiker, Chair

04/14/26
Date



**City Council
April 21, 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.a.

Agenda Item Name: Ordinance authorizing an amendment to the Hotel Venue Tax FY25-26 Budget and authorizing a contract with Hoist Sales & Service, Inc. to purchase and replace a Single MD Style Scoreboard Hoist System, Remote Mount, in the amount of \$269,831, and appropriating venue tax funds as an emergency repair at the Kay Yeager Coliseum

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

Department Submitted: MPEC

Staff Contact:
Lindsay Lewis, Communications & Marketing Director

1. PURPOSE / DESCRIPTION

Approve the Ordinance authorizing an amendment to the Hotel Venue Tax FY25-26 Budget and authorizing a contract with Hoist Sales & Service to purchase and replace a Single MD Style Scoreboard Hoist System, Remote Mount, in the amount of \$269,831, and appropriating venue tax funds as an emergency repair.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The hoist system began leaking hydraulic fluid, and upon inspection by staff, it was determined that the scoreboard was no longer operational and could neither be raised nor lowered. After consulting with Daktronics, the original installer of the scoreboard, we were referred to Hoist Sales & Service, the contractor responsible for the initial installation of the hoist system.

Hoist Sales & Service conducted a site visit in January and concluded that the system is beyond repair and requires complete replacement. Because the scoreboard must be routinely adjusted, raised or lowered, based on the specific requirements of each event.

This situation constitutes an emergency purchase and necessitates the use of a sole-source vendor.

3. BOARD REVIEW / CITIZEN INPUT

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

4. RECOMMENDATION

Approval of the ordinance

5. FUNDING SOURCE

Hotel Venue Tax Funds (Fund 288) - Special appropriation of Available Fund Balance (\$1.7M total available)

From Hotel Venue Tax Funds — Council Approved Use of Reserve Equity (2881250-57190)

To Hotel Venue Tax — Other Machinery and Equipment (2881250-77490)

6. TIMELINE

Work is expected to be completed and ready by September, 2026.

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Kay Yeager Coliseum Scoreboard Hoist Ordinance.v2
2. Kay Yeager Coliseum Hoist Quote 040826

Ordinance No. _____

Ordinance authorizing an amendment to the Hotel Venue Tax FY25-26 Budget and authorizing a contract with Hoist Sales & Service, Inc. to purchase and replace a Single MD Style Scoreboard Hoist System, Remote Mount, in the amount of \$269,831, and appropriating venue tax funds as an emergency repair at the Kay Yeager Coliseum

WHEREAS, in light of the failure of the current hoist system used to lower and raise the scoreboard inside Kay Yeager Coliseum, the City Council finds it prudent to retain Hoist Sales & Services, Inc., a qualified professional company, to install a Single MD Style Scoreboard Hoist System Remote Mount; and,

WHEREAS, Hoist Sales & Services, Inc. proposes to purchase the equipment, install the equipment, and provide training for staff; and,

WHEREAS, the City Council finds that unusual and unforeseen conditions have arisen, creating a grave public necessity that requires immediate emergency expenditures to protect the public health, safety, and welfare, including the need to retain Hoist Sales & Services.

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

- 1) That pursuant to state law, no expenditure of the funds of the City shall hereafter be made except in compliance with the budget and applicable state law; provided, however, that in the case of grave public necessity emergency expenditures to meet unusual and unforeseen conditions, which could not be reasonable, diligent thought and attending have been included in the original budget, may from time to time be authorized by the City Council as amendments to the original budget and does, based on evidence presented herein and during the Council meetings, hereby finds a grave public necessity exists to modify the original budget and said grave public necessity was unforeseen.
- 2) Moreover, the City Council hereby finds and determines that Hoist Sales & Service, Inc. is the sole source provider of the Single MD Style Scoreboard Hoist System Remote Mount for the following reasons:
 - a) The vendor is the original equipment manufacturer and sole authorized provider of parts, service, and installation for the Single MD Style Scoreboard Hoist System Remote Mount.
 - b) City staff has conducted a good-faith review of available sources and has determined that no other vendor is capable of providing the same or substantially similar goods or services.

- c) This procurement is therefore exempt from competitive bidding requirements pursuant to Texas Local Government Code § 252.022(a)(7), which exempts purchases of items available from only one source, including items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies.
- 3) Funding for this item will be provided through a special appropriation of available fund balance from the Hotel Venue Tax Fund (Fund 288), utilizing Council-approved reserve equity in the amount of \$269,831, to be transferred from Account No. 2881250-57190 (Use of Reserve Equity) to Account No. 2881250-77490 (Other Machinery and Equipment).
- 4) The City Manager is hereby authorized to execute a contract with Hoist Sales & Service, Inc., in a form approved by the City Attorney, in an amount not to exceed \$269,831.00, unless authorized by the City Council.

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

PASSED AND APPROVED this the 21st day of April, 2026.

MAYOR

ATTEST:

City Clerk



Quote #104081.0.0
 April 8, 2026
 Quote is valid for 30 days

TO: Jhon Reynolds
 RE: Kay Yeager Coliseum – Scoreboard Hoist System Replacement
 Jhon:

Hoist Sales & Service, Inc. appreciates the opportunity to provide a formal quote to you for the Kay Yeager Coliseum project in Wichita Falls, TX. The following equipment and services will be the basis of our quote.

EQUIPMENT: Single MD Style Scoreboard Hoist System, Remote Mount

11,000 Lb. Total lifting capacity including 800lbs. of block/cable self-weight. **Resulting live load of hoist system is 10,200lbs.**
 Reeving: 2:1
 6 ft/min lifting speed
 Electro-Mechanical secondary braking system
 208VAC 3Ø
 (4) 3/8" Dyform 6 Lift Lines ea.
 Pick Centers – 11'8" to match existing configuration
 65'-0" Maximum Travel
 Qty: 1 Hoist Total

Blocks – Reuse Existing Blocks

Controls:

ETC Single Variable Scoreboard Control System

MCC with Local Control: Hold to run directional push buttons, keyed emergency stop, (4) programmable targets, soft start/stop
 Qty. 1

Wired Remote Operation Station (ROS)

Hold to run directional push buttons, keyed emergency stop, digital height display, (4) programmable targets, soft start/stop, horn beacon, tilt sensor.

Qty. 1

Wireless Remote Operation Station

Hold to run directional push buttons, emergency stop, digital height display, (4) programmable targets, soft start/stop

Qty. 1

High Voltage Junction Box – Located at catwalk level

Qty. 1

Low Voltage Junction Box – Located at catwalk level

Qty. 1

Additional items

- Manuals
 - Engineering Submittals/PE Stamped Drawings for state of TX
 - Warranty – 2 Years from date of shipment – parts and labor
 - Freight to project site
- Hoist Sales and Service, Inc. will provide the equipment listed above for the total price of:

Total Equipment Price **\$179,074**

Total Mechanical Demo/Installation Price of Above Equipment..... **\$83,781**

(This price also assumes that there is drive-in access onto the arena floor for a traditional man lift and reach forklift. If specialty lifting equipment or man lifts are required, this price will need to be adjusted accordingly.)

Commissioning and Training Price..... **\$6,976**

Total Price **\$ 269,831**

NOTES TO PRICING:

- o Lead time on equipment listed above is 18 weeks from date long lead items can be ordered. This may be different than the date that the order is placed.
- o Equipment order is placed when signed quote, purchase order and down payment are received.
- o **Installation cost is based on using a standard man lift. If scaffolding or a specialty man lift such as an Atrium or Crawler Lift is needed, the price will need to be adjusted accordingly.**
- o Quote is based on 208VAC 3 Phase power.
- o Quote is based on Standard ETC Scoreboard Hoisting Equipment Specification.
- o Quote includes commissioning trip to site.
- o Quote does include an Engineering site survey.
- o Load test to be performed in the factory and test documents provided upon request.

EXCLUSIONS:

- o **Quote does not include any field wiring or cable management. All field wiring/cable management is the responsibility of others.**
- o **Quote does not include demolition of existing scoreboard hoist if one exists. Should that be required, it shall be priced separately.**
- o Quote does not include any spreader beams or bridle assemblies to attach scoreboard to wire rope lift lines that are provided by hoist manufacturer. HSS is not responsible for attaching hoist lift-lines to scoreboard.
- o Quote does not include floor covering if needed. Floor covering to be provided by others.
- o Quote does not include a peer review of hoists/support structure.
- o Hoist Sales & Service, Inc. shall not accept any responsibility for the structural integrity of existing or proposed new construction. Buyer needs to confirm site conditions, including the capacity of the steel for the rigging loads. To do this, buyer will need to confirm steel capacity/suitability with the Building Structural Engineer of Record.
- o Quote does not include any state or federal taxes, US licenses, permits or third-party inspections.
- o Quote does not include a structural or seismic review of the building structure for applied loads of the ETC rigging equipment.
- o Quote does not include seismic analysis of the ETC hoist system.
- o HSS is not responsible for any lead paint removal.
- o HSS is not responsible for any asbestos removal.

This quote is valid for the time frame specified in the header on the first page of this document. Ship date must be within 12 months from the above quote date. Ship Date Extensions: If the ship date extends beyond 12 months from the above quote date, the customer is responsible to add a price adjustment factor of 0.7% per month until the date the order is to ship. Price adjustment will be based on simple interest calculation.

PAYMENT TERMS:

Terms of Sale from Hoist Sales & Service, Inc. to Buyer shall consist of the following incremental disbursements:

- 50% due with purchase order (equipment order will be placed when payment is received)
- 40% due 35 days prior to shipment of equipment.
- 10% due 30 days after completion of installation.

PE REVIEW:

ETC Vortek's PE Review applies only to ETC Vortek manufactured equipment, and does not apply to additional support steel, or components not supplied by Vortek. This does not include the review of the existing building structure for the loads imposed by the new equipment or the methods of attachment.

SITE CONDITIONS:

Hoist Sales & Service, Inc. shall not accept any responsibility for the structural integrity of existing or proposed new construction. Buyer needs to confirm site conditions, including the capacity of the steel for the rigging loads. To do this buyer will need to confirm steel capacity/suitability with the Building Structural Engineer of Record.

TAXES:

No taxes have been included in the price. Customer will be assessed all taxes and other governmental charges in connection with the sale, purchase, transportation, delivery, or use, of any of the goods provided. If Customer is tax-exempt, a copy of Customer's tax-exempt certificate shall be required with purchase order.

CHANGE ORDERS:

Hoist Sales & Service, Inc. and Customer will mutually agree, in writing, on any changes to the equipment or services provided or project payment schedule.

ACCEPTANCE:

The Undersigned has actual authority to execute this document and Hoist Sales & Service, Inc. is relying upon such authority. Customer hereby agrees to the terms and conditions contained within this quote and that the terms and conditions contained

within this quote constitute the full and final understanding of the parties regarding the sale of equipment and/or the provision of services and entirely replace and supersede any previous understanding or agreement between the parties. By executing this agreement, Customer acknowledges that it has had opportunity and means to review the Contract Documents as provided. Further, it is acknowledged and agreed that the price of the equipment and/or the provision of services contained within this agreement are expressly conditioned upon Customer's acceptance of the Contract Documents without change. Any modification of the Contract Documents may require a corresponding change in price. Accordingly, the Customer acknowledges and agrees to the Contract Documents as evidenced by its attestation below.

Customer hereby confirms that the Equipment is to be delivered to the address specified below:

Customer: _____
Address: _____
City, State, Zip: _____
Phone: _____
Contact: _____

In witness hereof, the parties hereto have executed this agreement and through their duly authorized officers.

Kay Yeager Coliseum

By: _____ Name/Title: _____ Date: _____
Signature Print

Hoist Sales & Service, Inc.

By: _____ Name/Title: _____ Date: _____
Signature Print



City Council April 21, 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 authorizing the City Manager or his designee to apply for non-matching Grant Funds from the Bureau of Justice Assistance (BJA) FY 2025 Edward Byrne Memorial Justice Grant (JAG) Program in the amount of \$41,374 with co-applicant, Wichita County Sheriff's Office

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

Department Submitted: Police

Staff Contact:

Scott Vaughn, Deputy Chief

1. PURPOSE / DESCRIPTION

The City of Wichita Falls is eligible to apply for a non-matching grant from the FY 2025 Bureau of Justice Assistance (BJA) Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$41,374.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

These funds will be shared in a 60/40 split with the Wichita Falls Police Department receiving (\$24,824.40) and the Wichita County Sheriff's Office receiving (\$16,549.60). The Police Department intends to use these funds to assist in the purchase of cameras and surveillance equipment for the Special Operations Section.

Staff recommends the City Council approve the resolution authorizing the City's grant application and expenditure of these funds for this purpose.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Approval of Resolution.

5. FUNDING SOURCE

From the Federal Bureau of Justice Assistance Edward Bryne Memorial Justice Assistance Grant to be recorded at BJA Grant 2025 Operating Grants (2613255-54210).

6. TIMELINE

N/A

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Res. - Edward Byrne JAG
2. Wichita Falls TX PD TWC XL Quote # 2026-6107
3. TE Core Tact quote

Resolution No. _____

Resolution authorizing the City Manager or his designee to apply for non-matching Grant Funds from the Bureau of Justice Assistance (BJA) FY 2025 Edward Byrne Memorial Justice Grant (JAG) Program in the amount of \$41,374.00 with co-applicant, Wichita County Sheriff's Office

WHEREAS, the City of Wichita Falls has been notified that it is eligible to apply for a non-matching grant in the amount of \$41,374.00 from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program; and,

WHEREAS, the City Council desires to authorize the City Manager or his designee to submit an application to obtain any available funds from the FY 2025 Edward Byrne Memorial Justice Assistance Grant Program; and,

WHEREAS, these funds will be shared by the Wichita Falls Police Department (\$24,824.40) and the Wichita County Sheriff's Office (\$16,549.60), co-applicant for such grant; and,

WHEREAS, these funds are planned to assist in the purchase of equipment for the Special Operations Section.

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

The City Manager or his designee is hereby authorized to apply as a co-applicant from the FY 2025 Edward Byrne Memorial Justice Assistance Grant (JAG) Program for funding in the amount of \$41,374.00.

PASSED AND APPROVED this the 21st day of April, 2026.

MAYOR

ATTEST:

City Clerk



TACTICAL ELECTRONICS

ELITE TACTICAL CAMERAS & EOD SOLUTIONS

Company Address 2200 N Hemlock Ave
Broken Arrow, Oklahoma 74012
United States

Phone 918-249-8326

Prepared By Heath Arning
Phone (918) 249-8326 Ext. 241
Email heath@tacticalectronics.com
Fax (918) 249-8328

Created Date 4/10/2026
Expiration Date 8/31/2026
Quote Number 2026-6107
Lead Times 90 - 120 Days After Receipt of Order

Contact Name Michael Poirot
Phone (940) 704-1852
Email michael.poirot@wfpd.net

Bill To Name Wichita Falls Police Department
Bill To 610 Holliday
Wichita Falls, Texas 76301
United States

Ship To Name Wichita Falls Police Department
Ship To 610 Holliday
Wichita Falls, Texas 76301
United States

Product	Part Number	Sales Price	Quantity	Total Price	Line Item Description
SWIFT Through Wall Camera Kit XL (No Eyepiece)	SW03TWCK01BLMONNDXL	\$9,550.00	1.00	\$9,550.00	Includes: (1) TWC XL Body and Camera (without eyepiece) (1) TE5 Monitor (1) ODU to ODU Cable (1) TWC XL Clearing Drill (1) TWC XL Wall Punch (1) Hard Case

Subtotal \$9,550.00
Discount 0.00%
Total Price \$9,550.00
Grand Total \$9,550.00

Unless otherwise noted, this quote may include items from the U.S. Munitions List (USML) or the Commerce Control List (CCL). USML/CCL commodities are controlled by the U.S. Government and in many cases cannot be transferred (exported, sold or given) to a foreign country, a non U.S. Citizen/National, or a non-Permanent U.S. Resident without a valid State/Commerce Department export authorization. **It is the responsibility of the purchaser to determine what the applicable requirements may be and to obtain all necessary authorizations, licenses or approvals.** The use, disposition, export and re-export of the property covered or included in this quote is subject to the provisions of law included in the Arms Export Control Act (22 USC 2751 et seq.); Export Administration Act of 1979 (50 USC App. 2401 et seq.) as contained under Executive Order 1294; International Traffic in Arms Regulation (22 CFR 120 et seq.); Export Administration Regulations (15 CFR 730 et seq.); Foreign Assets Control Regulations (31 CFR 500 et seq.) and the Espionage Act (18 USC 793 et seq.).



TACTICAL ELECTRONICS

ELITE TACTICAL CAMERAS & EOD SOLUTIONS

Company Address 2200 N Hemlock Ave
Broken Arrow, Oklahoma 74012
United States

Phone 918-249-8326

Prepared By Heath Arning
Phone (918) 249-8326 Ext. 241
Email heath@tacticalectronics.com
Fax (918) 249-8328

Created Date 4/9/2026
Expiration Date 8/31/2026
Quote Number 2026-6106
Lead Times 90 - 120 Days After Receipt of Order

Contact Name Michael Poirot
Phone (940) 704-1852
Email michael.poirot@wfpd.net

Bill To Name Wichita Falls Police Department
Bill To 610 Holliday
Wichita Falls, Texas 76301
United States

Ship To Name Wichita Falls Police Department
Ship To 610 Holliday
Wichita Falls, Texas 76301
United States

Product	Part Number	Sales Price	Quantity	Total Price	Line Item Description
CORE Tactical Kit 4-Cam UDC	CR03TACK04BL	\$21,945.00	1.00	\$21,945.00	(1) CORE Pole Grip 10' (1) CORE Pole Camera (1) CORE UDC - 4 Camera (1) TE5 Monitor (1) ODU Hardwire Cable (1) 32 GB Micro SD Card (1) Hard Case

Subtotal \$21,945.00
Discount 0.00%
Total Price \$21,945.00
Grand Total \$21,945.00

Unless otherwise noted, this quote may include items from the U.S. Munitions List (USML) or the Commerce Control List (CCL). USML/CCL commodities are controlled by the U.S. Government and in many cases cannot be transferred (exported, sold or given) to a foreign country, a non U.S. Citizen/National, or a non-Permanent U.S. Resident without a valid State/Commerce Department export authorization. **It is the responsibility of the purchaser to determine what the applicable requirements may be and to obtain all necessary authorizations, licenses or approvals.** The use, disposition, export and re-export of the property covered or included in this quote is subject to the provisions of law included in the Arms Export Control Act (22 USC 2751 et seq.); Export Administration Act of 1979 (50 USC App. 2401 et seq.) as contained under Executive Order 1294; International Traffic in Arms Regulation (22 CFR 120 et seq.); Export Administration Regulations (15 CFR 730 et seq.); Foreign Assets Control Regulations (31 CFR 500 et seq.) and the Espionage Act (18 USC 793 et seq.).



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 21, 2026
Transmittal Letter**

Agenda Item Number: 10.a.

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

- I. Public Hearing
- II. Take Action

Council Action to be Taken: Conduct a Public Hearing and take action on proposed Ordinance.

Department Submitted: Development Services

Staff Contact:

Fabian Medellin, Director of Development Services
Rita Miller, Assistant Director Development Services
Alex Borrego, Neighborhood Services Manager

1. PURPOSE / DESCRIPTION

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

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Based on inspections and documented conditions, staff has determined that the

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

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

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

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

5. FUNDING SOURCE

The property owner would be responsible for either demolition or restoration. 4B Sales Tax Corp funding would be requested if needed.

6. TIMELINE

- February 06, 2026 – Notice of Violation sent to the property owner, lien holders, and interested parties via certified mail. Notice provided the property owner, lien holders, and interested parties 60 days to repair or demolish the structure.
- March 09, 2026 – Notice of Public Hearing sent to the property owner, lien holders, and interested parties via certified mail.
- March 09, 2026 – Notice of Public Hearing filed with the Wichita County Clerk's Office.
- March 10, 2026 – Notice of Public Hearing filed with the Wichita Falls City Clerk and published in the Times Record News.
- April 21, 2026 – City Council Public Hearing and consideration of an ordinance declaring the structure dangerous.
- May 21, 2026 – If the declaration is approved by City Council, deadline for the property owner to demolish the structure or be issued a Restoration Permit.

7. ALTERNATIVE OPTIONS

The City Council can provide additional time for compliance with a restoration permit, if requested by the property owner. Council may give the property owner 30 days (until 05/21/26) to obtain a restoration permit and an additional 90 days (08/19/26) for

substantial completion towards a certificate of occupancy.

8. ATTACHMENTS

1. DS PH O Code Demolition 401 Broad 04212026

Ordinance No. _____

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

WHEREAS, the Code Compliance Division and the City of Wichita Falls, acting under the provisions of Wichita Falls Code of Ordinances, Article VIII, Sec. 22-601, the Dangerous Buildings or Hazardous Structures ordinance, or both local and State law, has served notice to the owners of the property listed in Section 2 of this ordinance, that the building or buildings on the premises have been classified as dangerous structures and that certain corrections were needed to be made or the building(s) demolished; and,

WHEREAS, the property owners and all other persons having an interest in the property have been duly served by the Code Compliance Division of the time and date of the Public Hearing for the property owners to appear before the City Council to show cause why such building or structure in Section 2 should not be demolished in accordance with the State of Particulars set forth in the Code Compliance Division's notice; and said Public Hearing was had and held at the time and place fixed therefore, the day of the approval of this ordinance, in the Council Chambers in the City of Wichita Falls, Texas, and at such Public Hearing, protests and objections were made in accordance with the **List of Objections** (to be attached after meeting) and said hearing was continued until all desiring to be heard were given full fair opportunity to be heard and the City Council of the City of Wichita Falls, having fully considered all property matters, is of the opinion that the said hearing should be closed; and,

WHEREAS, the City Council finds that the photographs and other evidence presented at the hearing and in the **List of Structures to be Repaired and List of Structures for which Repair is Authorized** justify the determinations herein that the described buildings be demolished or repaired as established in this ordinance.

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

1. The aforementioned public hearings are closed, and the protests and objections are overruled, except as identified on **List of Objections**. If corrective actions are not completed within the period authorized by the City Council acting as Building Commission, the structure will be demolished.

2. From the evidence presented in the aforementioned Public Hearing by property owners appearing and the Code Compliance Division for the City of Wichita Falls, the building and/or structure at the locations listed in the attached **List of Structures to be Demolished**, with the corresponding property owners, are found to be dangerous buildings which cannot be repaired as defined in said Wichita Falls Code of Ordinances,

Article VIII, Sec. 22-601, the Dangerous Buildings or Hazardous Structures ordinance, or both local and State law, and the property owners listed therein and any other person having an interest in said buildings as shown by the title search by the City of Wichita Falls are hereby commanded to demolish the building and/or structure in accordance with the State of Particulars set forth in the Code Compliance Division's notice. The property owners listed on the attached **List of Structures to be Demolished** and any other person having an interest in said buildings as shown by title search by the City of Wichita Falls are further commanded to demolish in accordance with the State of Particulars set forth in the Code Compliance Division's notice within 30 days from the date of this ordinance.

3. If, within 30 days from the date of this ordinance, any building listed in Section 2 of this ordinance has not been demolished and removed, then it shall be demolished and removed at the expense of the City, by the City or the City's contractors (subject to City funding), and the net cost for demolition or removal shall be charged to the owners of the property and assessed on the land on which the building stood.

4. The dangerous building demolition order for the properties listed in the **List of Structures for which Repair is Authorized** is suspended for **30** days from this date, and the dangerous building demolition order is to be valid again if the property owner does not obtain a restoration permit to restore this building within such time. If the property owner obtains a restoration permit to restore this building within the aforementioned period of time, then the dangerous building declaration for this property is suspended for the additional time of **90** days, and the dangerous building demolition order is to be valid again if the property owner does not bring this building into compliance with all codes of the City of Wichita Falls within the aforementioned **90** days. If the property owner brings this building into substantial compliance (as determined by the City's Building Official) with all codes of the City of Wichita Falls within the aforementioned **90** days, then this dangerous building order will be terminated. The owner's failure to comply with either of the aforementioned deadlines will authorize the City to demolish the structure without further notification to the owner or any other party.

List of Structures for which Repair is Authorized:

5. This structure poses a danger of collapse and conflagration, harbor pests, spread disease, and are places of assembly for dangerous criminals; therefore, it's demolition constitutes an emergency for the immediate preservation of the public business place, property, health, safety and general welfare of the public, as this ordinance shall become effective immediately from and after the date of its passage and accordingly it is so ordained.

PASSED AND APPROVED this the 21st day of April, 2026.

MAYOR

ATTEST:

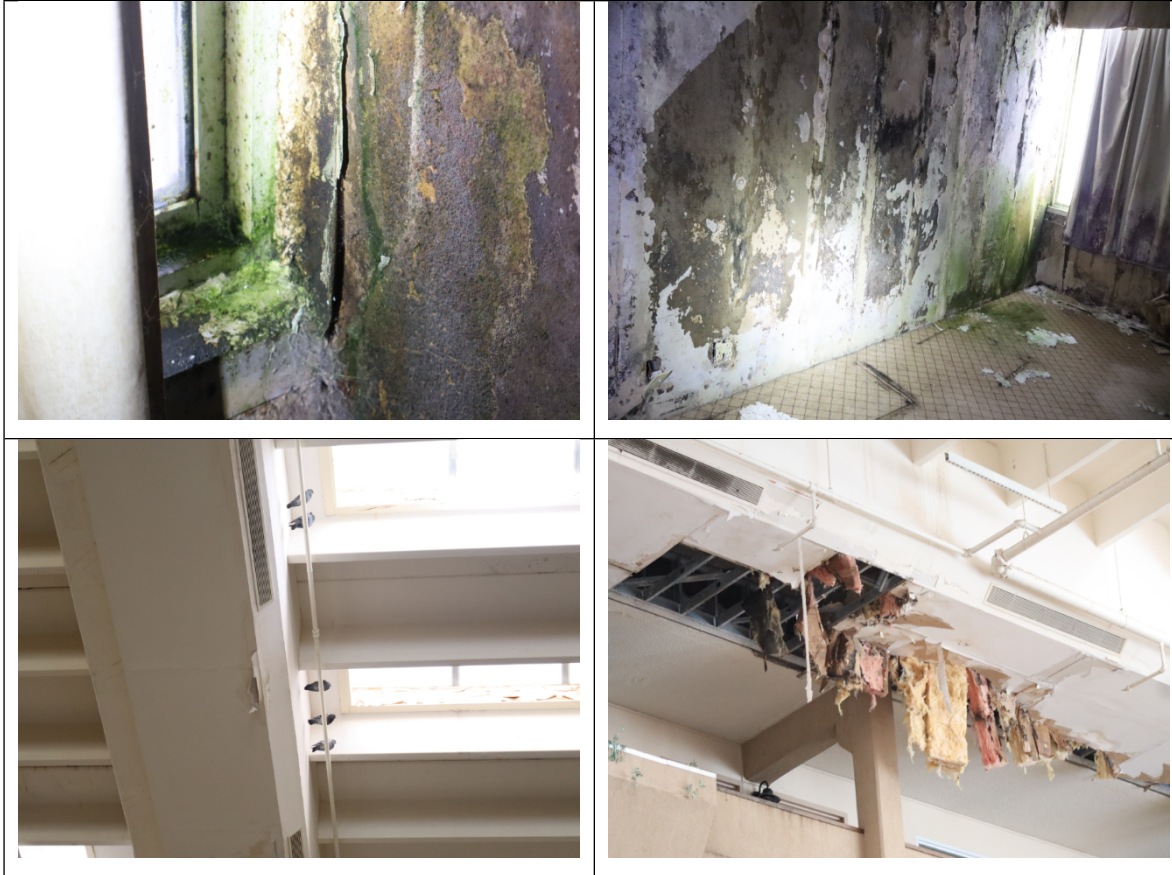
City Clerk

List of Structures to be demolished as follows:

ADDRESS	OWNER	DATE OF NOTICE
<p>1. 401 Broad St. Commercial Property Lot 1-A Blk 240-A, of a Replat of Lots 11-20, Block 240 and 241, Original Townsite to the City of Wichita Falls, Wichita County, Texas, and Business Personal Property</p>	<p>Windsor Gardens LLC PO Box 1227 Idyllwild, Ca 92549</p> <p>Larry Williams PO Box 1227 Idyllwild, Ca 92549</p> <p>Larry Williams 54405 North Circle Dr. #210 Idyllwild, Ca 92549</p>	<p>Notice of Violation was sent on February 06, 2026</p> <p>Notice of Public Hearing was sent on March 09, 2026</p>
<p>TAXES OWED \$42,852.60</p>	<p>WATER DISCONNECTED May 03, 2018</p>	<p>OTHER MISC. INFO.</p>
		
		







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

Roof: Deteriorated and damaged members.

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

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

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

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

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

Summary Reports:



CODE COMPLIANCE DIVISION

401 Broad St. Case Summary Report

March 10, 2026

Officer Qualifications and Experience

I am a licensed Code Enforcement Officer with approximately five years of experience, holding certification through the Texas Department of Licensing and Regulation (TDLR). I have completed formal training through the TEEEX Code Enforcement Officer Course, including specialized instruction in identifying hazardous and nuisance structures, as well as an additional six-hour course focused on hazardous structure identification and legislative updates.

In my role with the City of Wichita Falls Code Compliance Division, I have served in a supervisory capacity, overseeing hazardous structure cases and ensuring compliance with applicable codes and ordinances. I have presented approximately 37 cases before the City Council, acting as the Building Commission, and have successfully obtained demolition orders based on documented evidence and professional findings.

Property Background

- **1982** – Subject commercial structure constructed.
- **January 2019** – A Notice of Major Repair was issued to the property owner, Larry Williams, citing deterioration of the exterior rear walls from the top floor to the bottom floor.
- **May 2024 – Present** – Structure has remained non-operational during my tenure with the Code Compliance Office.

Observed Exterior Conditions (2025–2026)

- **November 2025 – March 2026 (Four separate observations)**
During multiple exterior observations, the structure exhibited clear and ongoing signs of deterioration, including:
 - Damaged and deteriorating façade and rear exterior walls
 - Missing windows covered with plywood
 - Openings that potentially allow entry of unauthorized persons, rodents, pests, and other nuisance animals

Based on my training and experience, these conditions raise significant concerns regarding the structural integrity of the building, its ability to withstand adverse weather, and its capacity to protect public health and safety.

Interior and Exterior Inspections (Search Warrants Executed)

- **November 20, 2025**

First full interior and exterior inspection conducted pursuant to an Administrative Search Warrant. Findings included:

- Extensive mold growth on nearly all interior surfaces, varying in color and showing signs of decomposition
- Softened structural materials due to excessive moisture
- Strong mold and mildew odor detectable even while wearing an N95 respirator
- Active roof and structural leaks allowing rainwater intrusion
- Significant mosquito presence, including species identified as potential disease carriers
- Standing water in containers with visible mosquito larvae
- Bird intrusion through broken skylights, with heavy accumulation of droppings
- Daylight visible through compromised exterior walls with water-damaged particle board

These conditions confirmed the structure as a health hazard and a danger to human life and safety.

- **December 19, 2025**

Follow-up inspection conducted. Findings were **substantially similar** to the November 20, 2025 inspection, with no observable remediation or improvement.

- **February 6, 2026**

Additional inspection conducted while equipped with a Tyvek suit, N95 respirator, and gloves. Findings again remained **consistent with prior inspections**, with no visible corrective action taken.

- **March 6, 2026**

Exterior observation conducted. No changes or improvements were noted compared to prior inspections. No reports or evidence of remediation efforts (mold removal, mosquito abatement, bird exclusion, or structural repair) had been received.

- **March 9, 2026**

Most recent interior and exterior inspection conducted pursuant to a search warrant while equipped with a Tyvek suit, N95 respirator, and gloves. Findings included:

- Continued and extensive mold presence
- Strong odor persisting despite respiratory protection
- Ongoing roof and structural leaks following recent rainfall
- No evidence of repair, remediation, or maintenance efforts

Summary of Findings

Based on repeated inspections and observations from November 2025 through March 2026, the condition of the structure has remained unchanged and may have worsened over time. The property exhibits:

- Extensive mold-like contamination
- Persistent moisture intrusion and structural degradation
- Active pest and vector infestations

- Open access points compromising security and safety

In my professional opinion, supported by training and experience, the structure is:

- **Unsafe**
- **Unsanitary**
- **Unfit for human habitation**
- **A fire and health hazard**
- **Dangerous to human life and public safety**

Furthermore, the lack of any observed or reported remediation efforts indicates ongoing noncompliance with applicable city ordinances.



Alex Borrego
Code Compliance Supervisor



City of Wichita Falls

Wichita Falls-Wichita County Public Health District

1700 Third St. | Wichita Falls, TX 76301 | 940-761-7800 | www.health.wichitafallstx.gov

To whom it may concern,

Samantha Blair, Environmental Health Administrator and Registered Sanitarian accompanied Code Enforcement, Building Inspections, City Marshal, and Fire Marshals in a repeat search of the property located at 401 Broad Street on 2-6-26. Photos and video were captured by the code enforcement officers.

Within the building there were several environmental health concerns. There was an extreme amount of what appeared to be mold on nearly every surface throughout the building. The level of mold inoculation varied from mild splotchy discoloration to visible growth from the walls with heavy color change and evident decomposition.

The prevalence of the mold is not surprising due to the large number of leaks throughout the building. This visit was the most dry but there was still a large amount of water present in the building in large trash bins that appear to have been set in areas to capture some of the water leaks following a rain event. Due to the temperature and time of year, no mosquitoes were observed. In previous visits the mosquitoes were most prevalent in the first floor lobby area, although they were a problem throughout. The facility is like a living terrarium with vegetation and an abundance of pigeons; thereby providing the food sources needed to support adult mosquitoes (mosquitoes normally consume plant nectar but female mosquitoes must take a blood meal to produce eggs). Mosquito larva were present in a few water containers throughout the building. While most *Aedes* mosquitoes like the *Ae. Albopictus* that were so prevalent on our first visit they generally overwinter in a state of diapause (which means they overwinter as viable eggs waiting for warmer weather to hatch and restart their life cycle) *Culex quinquefasciatus* generally enter a state of temperature induced quiescence (meaning their life cycle slows down significantly, but they may continue to feed, mature, and even continue to reproduce). Given this knowledge it is likely that most of the larva present during this visit were *Culex*. Mosquitoes are a concern due to their ability to vector disease. *Aedes* species are considered to be disease vectors for the Chikungunya, Zika, and Dengue virus (considered emerging diseases of concern in Wichita Co) and Eastern Equine Encephalitis (considered endemic in this area though Wichita Co is at the very edge of its range). It's also a known vector of *Dirofilaria immitis* the parasite commonly known as the dog heartworm. The *Culex quinquefasciatus* mosquito is common in Wichita County. This species of mosquito has a noted preference for birds as their blood meal and is the primary vector for West Nile Virus in Wichita County.

There are large number of pigeons living in the building. There were multiple broken skylights allowing the birds easy access in and out at their leisure. In several areas small holes in the ceiling had what appeared to be nesting material sticking out of it. Feathers were found throughout the establishment. The feathers were most concentrated in the lobby area where the live pigeons were observed flying around. Several dead pigeons were observed. The pigeons have roosted so long in the building that their poop is very prevalent especially in the lobby area/pool area because they roost above there. Pigeon poop can spread Psittacosis also known as "parrot fever" which is an infectious disease caused by the bacterium *Chlamydia psittaci*.

Evidence of other pests were also observed. The bathrooms on the first floor had many dead flies (various species) and American cockroaches (commonly referred to as "waterbugs" locally). Evidence of rodents was also seen in the form of droppings. Most of the observed droppings appeared to be larger than that of a mouse (most likely rats, squirrels, or both). The rodent droppings were most concentrated in areas where bedding was kept, like the laundry room, and in areas where there was food. Rodents and rodent droppings can spread diseases such as Leptospirosis and Hanta Virus.

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

In the lobby area and rooms by the golf green and stairs to the basement multiple fire extinguishers had been discharged. Additionally, there were numerous lamp globes busted throughout. This evidence of vandalism was new and not observed on previous visits. We checked all of the exterior openings and the building was secure at the time of our search.

Sincerely,



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



City of Wichita Falls

Wichita Falls-Wichita County Public Health District

1700 Third St. | Wichita Falls, TX 76301 | 940-761-7800 | www.health.wichitafallstx.gov

To whom it may concern,

Samantha Blair, Environmental Health Administrator and Registered Sanitarian accompanied Code Enforcement, Building Inspections, City Marshal, and Fire Marshals in a repeat search of the property located at 401 Broad Street on 3-9-26. Photos and video were captured by the code enforcement officers.

Within the building there were several environmental health concerns. There was an extreme amount of what appeared to be mold on nearly every surface throughout the building. The level of mold inoculation varied from mild splotchy discoloration to visible growth from the walls with heavy color change and evident decomposition. In addition, there were many other unique mold-like substances present. In the old bar area and the ball rooms there were several areas that had animal feces (likely dog based on the size) that were completely engulfed in grey fuzz about 1/2 inch tall. On the ceiling of the fourth-floor west corridor there were slime covered water droplets forming stalactite-like formations. In several of the rooms and hallways throughout the facility there were sprawling fanlike arrays of white growth consistent with the plasmodial form of slime molds (slime molds are not true fungus but instead belong to the Kingdom Protista and are more closely related to amoebas than mold despite the name).

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

mosquito has a noted preference for birds as their blood meal and is the primary vector for West Nile Virus in Wichita County.

There are large number of pigeons living in the building. There were multiple broken skylights allowing the birds easy access in and out at their leisure. In several areas small holes in the ceiling had what appeared to be nesting material sticking out of it. Feathers were found throughout the establishment. The feathers were most concentrated in the lobby area where the live pigeons were observed flying around. Several dead pigeons were observed. The pigeons have roosted so long in the building that their poop is very prevalent especially in the lobby area/pool area because they roost above there. Pigeon poop can spread Psittacosis also known as "parrot fever" which is an infectious disease caused by the bacterium *Chlamydia psittaci*. The bird odor was noticeable through the N95 mask, though not as strong on this visit as the 11-20-25 and 2-6-26 visits. This is likely due to the different environmental conditions between the two visits.

Evidence of other pests were also observed. The bathrooms on the first floor had many dead flies (various species) and American cockroaches (commonly referred to as "waterbugs" locally). Evidence of rodents was also seen in the form of droppings, and gnaw marks. Most of the observed droppings appeared to be larger than that of a mouse (most likely rats, squirrels, or both). The rodent droppings were most concentrated in areas where bedding was kept, like the laundry room, and in areas where there was food. Rodents and rodent droppings can spread diseases such as Leptospirosis and Hanta Virus.

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

In the front office area there were several open doors that had been locked on previous visits. There was a large safe pushed through the wall lying across the hallway. While myself and Alex Borrego, Code Enforcement, were in the bar area conducting our search a man who identified himself as Dustin the property manager complained that we did not wait to conduct our search until he had arrived on scene. It was explained to him that the search warrant granted us access to perform our search. We mentioned that there was evidence that people had been in the building since our last search. He said that he walks the property daily. We asked him about the safe being pushed through the wall and he acted surprised. Later on, when we were searching the northern corridor of the first floor we noticed evidence of copper harvesting. The copper pipes from the ceiling were cut and many were missing. The insulation was all over the floor. When we got to the northeast corner there was an electric power saw plugged in and many copper pipes laying around it on the floor. The exterior door nearby on the east side of the building was not secure. In the eastern corridor there was a cart loaded with cut copper pipe. The basement also appeared to be mostly stripped of it's copper.

Sincerely,

A handwritten signature in cursive, appearing to be "Alex Borrego".



**Wichita Falls Fire Department
Office of the Fire Marshal**

To: Wichita Falls City Council
From: Craig Berend, Fire Marshal
Re: 401 Broad Street, LOT 1A BLK 240A ORIGINAL TOWN WF
Date: 4/21/2026

401 Broad St in a vacant hotel owned by Windsor Gardens LLC. It is currently in the River Development District-Downtown zoning area. The mailing address, per the Wichita County Appraisal District, is as follows:

PO Box 1227
Idyllwild, CA 92549

The structure has fallen into a state of disrepair over the past decade. The current owners have allowed the property to deteriorate to a point where it has become a hazard. The property has multiple boarded up windows that have been broken or damaged in the past. Without a functioning fire suppression system, firefighters will be required to use long complex hose lays to advance inside the structure, possibly under high heat with minimal visibility to perform suppression and rescue. Without a functional fire alarm, this fire could grow quite large before being reported.

Issues inside the structure render the 218,000 square foot structure a severe fire hazard. Firefighter and citizen safety is severely endangered by fire code violations.

- Fire Department Connections that are not operable
- inoperable fire pump
- out of date inspections on fire pump/sprinkler riser/fire alarm
- inadequate and out of date fire extinguishers
- missing and inoperable exit signs
- large amounts of combustibles stacked in rooms
- open junction boxes
- Egress pathways that are blocked or in danger of collapse

1005 Bluff Street, Wichita Falls, TX 76301, (940) 761-7901 firemarshal@wichitafallstx.gov



**Wichita Falls Fire Department
Office of the Fire Marshal**

2015 International Fire Code

311.2.2 Fire protection.

Fire alarm, sprinkler and stand-pipe systems shall be maintained in an operable condition at all times.

Exceptions:

1. Where the premises have been cleared of all combustible materials and debris and, in the opinion of the fire code official, the type of construction, fire separation distance and security of the premises do not create a fire hazard. - **THIS OPTION WAS GIVEN**
2. Where approved by the fire chief, buildings that will not be heated and where fire protection systems will be exposed to freezing temperatures, fire alarm and sprinkler systems are permitted to be placed out of service and standpipes are permitted to be maintained as dry systems (without an automatic water supply), provided the building has no contents or storage, and windows, doors and other openings are secured to prohibit entry by unauthorized persons



**Fire Dept Connections hidden by growth
July 2025**



**Fire Department Connections removed
March 2026**

Water was shut off by Wichita Falls Water Dept. on 4-4-2018 for no Payment. This was done due to the fact that the Windsor Hotel Acct. owed \$25338.36 as of 4-3-2018 and the suppression system had not been serviced appropriately, with the following noncompliant conditions noted:

- | | |
|----------------------------------|---|
| 1. signs of leakage | 6. empty glass bulbs |
| 2. paint not applied by factory | 7. heads manufactured prior to 1920 |
| 3. evidence of corrosion | 8. replacement heads of improper size,
K Factor, temp rating |
| 4. deformation or damage | |
| 5. improper orientation of heads | |

Failure to pay debt/maintain property does not relieve one of responsibility to follow fire code.

1005 Bluff Street, Wichita Falls, TX 76301, (940) 761-7901 firemarshal@wichitafallstx.gov



**Wichita Falls Fire Department
Office of the Fire Marshal**



Corrosion on Fire Pump



Photos of suppression piping that has been cut out of the system. This is a recent development. These photos were from 3/9/2026, and the pipe had not been like this in previous administrative warrants.



Alarm system – no power, inoperable, no tag

1005 Bluff Street, Wichita Falls, TX 76301, (940) 761-7901 firemarshal@wichitafallstx.gov



**Wichita Falls Fire Department
Office of the Fire Marshal**

2015 International Fire Code

906.2 General Requirements

Portable fire extinguishers shall be selected, installed and maintained in accordance with this section and NFPA 10.



Improperly Maintained Extinguishers



Several Extinguishers Used throughout



**Wichita Falls Fire Department
Office of the Fire Marshal**

2015 International Fire Code

1104.3 Exit Sign Illumination

Exit signs shall be internally or externally illuminated





**Wichita Falls Fire Department
Office of the Fire Marshal**

2015 International Fire Code

304.1 Waste accumulation prohibited.

Combustible waste material creating a fire hazard shall not be allowed to accumulate in buildings or structures or upon premises.



311.3 Removal of combustibles.

Persons owning, or in charge or control of, a vacant building or portion thereof, shall remove therefrom all accumulations of combustible materials, flammable or combustible waste or rubbish and shall securely lock or otherwise secure doors, windows and other openings to prevent entry by unauthorized persons. The premises shall be maintained clear of waste or hazardous materials.



1005 Bluff Street, Wichita Falls, TX 76301, (940) 761-7901 firemarshal@wichitafallstx.gov



**Wichita Falls Fire Department
Office of the Fire Marshal**

2015 International Fire Code

605.6 Unapproved conditions.



Open junction boxes and open-wiring splices shall be prohibited. *Approved* covers shall be provided for all switch and electrical outlet boxes.



1005 Bluff Street, Wichita Falls, TX 76301, (940) 761-7901 firemarshal@wichitafallstx.gov



**Wichita Falls Fire Department
Office of the Fire Marshal**

Fueled equipment stored inside structure

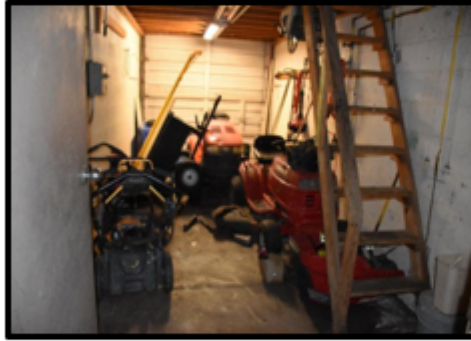


Photo from 12/19/2025

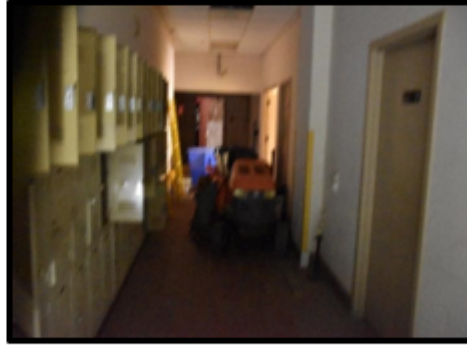


Photo from 3/9/2026

Indicating someone was inside the structure moving items. This was without authorization, as caretaker Dustin Smith indicated no one had permission to be inside.



**Wichita Falls Fire Department
Office of the Fire Marshal**

**2015 International Fire Code
1003.6 Means of egress continuity.**

The path of egress travel along a *means of egress* shall not be interrupted by a building element other than a *means of egress* component as specified in this chapter. Obstructions shall not be placed in the minimum width or required capacity of a *means of egress* component except projections permitted by this chapter. The minimum width or required capacity of a *means of egress* system shall not be diminished along the path of egress travel.



These are photos of doors and walls added to the hallway



Photos of Northwest egress, walkway covering separating from structure

Notices of Violation and Public Hearing:



CODE COMPLIANCE DIVISION

February 06, 2026

Larry Williams
PO Box 1227
Idyllwild, CA 92549

Re: 401 Broad St.

Greetings,

According to our records, you are the owner, tenant, or other interested party at 401 Broad St., in Wichita Falls. A recent inspection by a Code Enforcement Officer revealed violations of the Wichita Falls Code of Ordinances, Article VIII, Sec. 22-601, et seq, the Dangerous Buildings or Hazardous Structures ordinance, or both local and State law.

The specific violations observed on the property, along with the actions required to correct them, are listed in the attached "Correction List." The property at **401 Broad St.**, also known as LOT 1A BLK 240A ORIGINAL TOWN WF AND BUSINESS PERSONAL PROPERTY, has been found to be dangerous or dilapidated, as it is calculated to increase the fire hazard; potential for injury, hurt, or harm to individuals; may hurt or annoy the lands, tenements, hereditaments of another; or endanger life or health or violate laws of decency or obstruct the reasonable and comfortable use of property, or it is otherwise subversive of public order, decency, or morals, including but not limited to the following defects:

1. The buildings or structures on the property have become or are so dilapidated, decayed, unsafe, unsanitary or which utterly fail to provide amenities essential to decent living that they are unfit for human habitation or are likely to cause sickness or disease so as to cause injury to the health, morals, safety or general welfare of those living therein;
2. The buildings or structures on the property that have light, air and sanitation facilities are inadequate to protect the health, morals, safety or general welfare of human beings who live or may live therein; and
3. The buildings or structures are existing on the property in violation of any provision of the city building code, or any provision of the city fire code, or any other sections of this Code or city ordinances.

This notice is an opportunity for you to timely correct the violations.

CITY OF WICHITA FALLS

1800 7TH Street - P.O. Box 1431 - Wichita Falls, Texas 76307 - t: (940) 761-8841 - f: (940) 761-6882
www.wichitafallstx.gov

Another inspection of your property will be made on **March 09, 2026**, to ensure that violations do not exist. Your attention to this matter will be appreciated and may prevent unnecessary expenses to you. Failure to correct this violation within the time allotted may result in this matter being taken before the City Council. The City Council may, after hearing, issue an order to take action to repair, remove, or demolish the substandard buildings or structures. If the ordered action is not completed within the stated amount of time, the City will vacate, secure, remove, or demolish the buildings or structures if the ordered action is not taken within a reasonable time. The City's legal options include hiring a contractor to demolish the structure at the owner's expense and assessing the expense by filing a lien against the property, including a \$125.00 administration fee. If the violations are not corrected within the stated amount of time, the City may take action pursuant to Chapter 214 or Sec. 54.012 of the Texas Local Government Code, or any other legal means.

If you would like more information, or if you would like to discuss the circumstances affecting the property, please email or call the Code Compliance Division at (940) 761-8841. Our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. You may also visit our website at www.wichitafallstx.gov and click on "Code of Ordinances, City of Wichita Falls Code of Ordinances" to obtain a copy of the ordinance. This is the only notice that will be sent for this type of violation. Please do your part to keep Wichita Falls beautiful!

Please contact us if we can be of service in this important matter.

Respectfully,



Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

1800 7th Street - P.O. Box 1431 - Wichita Falls, Texas 76307 - t: (940) 761-8841 - f: (940) 761-6882
www.wichitafallstx.gov

Violations Listing

Hazardous Structures [City of Wichita Falls Code of Ordinances]

Reported By: Alex Borrego on Feb 06, 2026 at 10:26 AM

CORRECTION	DESCRIPTION
Doors REQUIRED	Every interior door shall fit reasonably well within its frame and be properly installed and securely attached to jambs, headers or tracts as intended by the manufacturer of the door and hardware and shall be capable of being reasonably easily opened and closed. Privacy of bathrooms shall be afforded by doors complete with privacy hardware designed and intended by the manufacturer for that purpose.
Doors and Door Frames REQUIRED	Every exterior door and basement hatchway shall be weather tight, watertight, rodent-proof and equipped with properly installed and maintained hardware that ensures reasonable ease of operation to open, close and secure the door as intended by the manufacturer of the door and attached hardware. Exterior door frames shall be maintained and affixed with weatherstripping and thresholds as required to maintain weather tightness, water-tightness and rodent and insect resistance when the door is in a closed position. Where required exterior doors shall be equipped with properly installed, fitted and maintained screens free from rips or tears or other defects.
Exterior Walls REQUIRED	Every exterior wall shall be in structurally sound condition, plumb, free of holes, breaks, loose or rotting materials or members and shall be weatherproof as to prevent the admittance of rain or dampness to the interior portions of the structure and surface coated where required to prevent deterioration. Exterior wood surfaces other than decay-resistant woods shall be protected from the elements and decay by painting or other protective treatment.
Floors REQUIRED	Every interior floor shall be kept in sound condition, free from holes, damage vandalism or defects as to be rodent proof and in good repair and capable of supporting the load placed upon it by normal use. Every toilet, bathroom and kitchen floor surface shall be constructed and maintained to be impervious to water and easily kept in a clean and sanitary condition.
Interior Walls REQUIRED	Every interior wall shall be plumb, kept in sound condition and good repair and free from dirt, damage or vandalism so as to be rodent proof and capable of supporting the load placed upon it by normal use.

Mold

REQUIRED

Mold or other fungus grown located on the property.

Roofs

REQUIRED

Roofs and all components including but not limited to: the fascia, eave soffit, sheathing, rafter tail, barge rafter, vent screening, gutter downspout, roof jack lead or metal flashing shall be structurally sound and maintained in a safe manner with no defects which might admit rain or dampness to the interior of the structure. Roof drainage hardware and components shall be kept in good repair and free of obstructions.

Rubbish / Trash

REQUIRED

Rubbish, trash, refuse, debris or other unsightly or unsanitary matter located on the property.

Stagnant Water

REQUIRED

Stagnant or unwholesome water, sinks, privies or pools located on the property.

Windows and Window Frames

REQUIRED

Every window shall be weathertight, watertight and rodent proof and kept in sound working condition and repair with glass panes or an approved substitute that is free of open cracks, holes or other defects. Where required every exterior openable window shall be equipped to be capable of being easily opened and secured in position by window hardware and be equipped with a properly fitted, installed and maintained screen free from rips or tears or other defects.



CODE COMPLIANCE DIVISION

February 06, 2026

Larry Williams
54405 North Circle Dr.
Idyllwild, CA 92549

Re: 401 Broad St.

Greetings,

According to our records, you are the owner, tenant, or other interested party at 401 Broad St., in Wichita Falls. A recent inspection by a Code Enforcement Officer revealed violations of the Wichita Falls Code of Ordinances, Article VIII, Sec. 22-601, et seq, the Dangerous Buildings or Hazardous Structures ordinance, or both local and State law.

The specific violations observed on the property, along with the actions required to correct them, are listed in the attached "Correction List." The property at **401 Broad St.**, also known as LOT 1A BLK 240A ORIGINAL TOWN WF AND BUSINESS PERSONAL PROPERTY, has been found to be dangerous or dilapidated, as it is calculated to increase the fire hazard; potential for injury, hurt, or harm to individuals; may hurt or annoy the lands, tenements, hereditaments of another; or endanger life or health or violate laws of decency or obstruct the reasonable and comfortable use of property, or it is otherwise subversive of public order, decency, or morals, including but not limited to the following defects:

1. The buildings or structures on the property have become or are so dilapidated, decayed, unsafe, unsanitary or which utterly fail to provide amenities essential to decent living that they are unfit for human habitation or are likely to cause sickness or disease so as to cause injury to the health, morals, safety or general welfare of those living therein;
2. The buildings or structures on the property that have light, air and sanitation facilities are inadequate to protect the health, morals, safety or general welfare of human beings who live or may live therein; and
3. The buildings or structures are existing on the property in violation of any provision of the city building code, or any provision of the city fire code, or any other sections of this Code or city ordinances.

This notice is an opportunity for you to timely correct the violations.

CITY OF WICHITA FALLS

1800 7TH Street - P.O. Box 1431 – Wichita Falls, Texas 76307 – t: (940) 761 8841 – f: (940) 761-6882
www.wichitafallstx.gov

Another inspection of your property will be made on **March 09, 2026**, to ensure that violations do not exist. Your attention to this matter will be appreciated and may prevent unnecessary expenses to you. Failure to correct this violation within the time allotted may result in this matter being taken before the City Council. The City Council may, after hearing, issue an order to take action to repair, remove, or demolish the substandard buildings or structures. If the ordered action is not completed within the stated amount of time, the City will vacate, secure, remove, or demolish the buildings or structures if the ordered action is not taken within a reasonable time. The City's legal options include hiring a contractor to demolish the structure at the owner's expense and assessing the expense by filing a lien against the property, including a \$125.00 administration fee. If the violations are not corrected within the stated amount of time, the City may take action pursuant to Chapter 214 or Sec. 54.012 of the Texas Local Government Code, or any other legal means.

If you would like more information, or if you would like to discuss the circumstances affecting the property, please email or call the Code Compliance Division at (940) 761-8841. Our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. You may also visit our website at www.wichitafallstx.gov and click on "Code of Ordinances, City of Wichita Falls Code of Ordinances" to obtain a copy of the ordinance. This is the only notice that will be sent for this type of violation. Please do your part to keep Wichita Falls beautiful!

Please contact us if we can be of service in this important matter.

Respectfully,



Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

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www.wichitafallstx.gov

Violations Listing

Hazardous Structures (City of Wichita Falls Code of Ordinances)
Reported By: Alex Borrego on Feb 06, 2026 at 10:26 AM

CORRECTION	DESCRIPTION
Doors REQUIRED	Every interior door shall fit reasonably well within its frame and be properly installed and securely attached to jambs, headers or tracts as intended by the manufacturer of the door and hardware and shall be capable of being reasonably easily opened and closed. Privacy of bathrooms shall be afforded by doors complete with privacy hardware designed and intended by the manufacturer for that purpose.
Doors and Door Frames REQUIRED	Every exterior door and basement hatchway shall be weather tight, watertight, rodent-proof and equipped with properly installed and maintained hardware that ensures reasonable ease of operation to open, close and secure the door as intended by the manufacturer of the door and attached hardware. Exterior door frames shall be maintained and affixed with weatherstripping and thresholds as required to maintain weather tightness, water tightness and rodent and insect resistance when the door is in a closed position. Where required exterior doors shall be equipped with properly installed, fitted and maintained screens free from rips or tears or other defects.
Exterior Walls REQUIRED	Every exterior wall shall be in structurally sound condition, plumb, free of holes, breaks, loose or rotting materials or members and shall be weatherproof as to prevent the admittance of rain or dampness to the interior portions of the structure and surface coated where required to prevent deterioration. Exterior wood surfaces other than decay-resistant woods shall be protected from the elements and decay by painting or other protective treatment.
Floors REQUIRED	Every interior floor shall be kept in sound condition, free from holes, damage vandalism or defects as to be rodent proof and in good repair and capable of supporting the load placed upon it by normal use. Every toilet, bathroom and kitchen floor surface shall be constructed and maintained to be impervious to water and easily kept in a clean and sanitary condition.
Interior Walls REQUIRED	Every interior wall shall be plumb, kept in sound condition and good repair and free from delt, damage or vandalism so as to be rodent-proof and capable of supporting the load placed upon it by normal use.

Mold

REQUIRED

Mold or other fungus grown located on the property.

Roofs

REQUIRED

Roofs and all components including but not limited to: the fascia, eave soffit, sheathing, rafter tail, barge rafter, vent screening, gutter downspout, roof jack lead or metal flashing shall be structurally sound and maintained in a safe manner with no defects which might admit rain or dampness to the interior of the structure. Roof drainage hardware and components shall be kept in good repair and free of obstructions.

Rubbish / Trash

REQUIRED

Rubbish, trash, refuse, debris or other unsightly or unsanitary matter located on the property.

Stagnant Water

REQUIRED

Stagnant or unwholesome water, sinks, privies or pools located on the property.

Windows and Window Frames

REQUIRED

Every window shall be weathertight, watertight and rodent-proof and kept in sound working condition and repair with glass panes or an approved substitute that is free of open cracks, holes or other defects. Where required every exterior openable window shall be equipped to be capable of being easily opened and secured in position by window hardware and be equipped with a properly fitted, installed and maintained screen free from rips or tears or other defects.



CODE COMPLIANCE DIVISION

February 06, 2026

Windsor Gardens LLC
PO Box 1227
Idyllwild, CA 92549

Re: 401 Broad St.

Greetings,

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CITY OF WICHITA FALLS

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Respectfully,



Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

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CODE COMPLIANCE DIVISION

March 9, 2026

Larry Williams
PO Box 1227
Idyllwild, CA 92549

Re: Notice of Public Hearing for

401 Broad St.
Wichita Falls, Texas 76301

Dear Larry Williams:

On February 6, 2026, the City provided you with a Notice of Violation for dangerous buildings or structures located at: 401 Broad St., Wichita Falls, TX 76301, also known as: **LOT 1-A BLK 240-A, OF A REPLAT OF LOTS 11-20, BLOCK 240 AND 241, ORIGINAL TOWNSITE TO THE CITY OF WICHITA FALLS, WICHITA COUNTY, TEXAS, AND BUSINESS PERSONAL PROPERTY.**

At this time, the above-referenced building or structure has not been demolished or repaired as required by the City Code of Ordinances. Because you have not complied with the Code Compliance Division's request to correct the violations, our office has scheduled a public hearing before the City Council on Tuesday, **April 21, 2026, at 8:30 a.m. at the Multi-Purpose Event Center (MPEC)** in the Hayley Eye Clinic Seminar Room of the Ray Clymer Exhibit Hall, 1000 Fifth Street, Wichita Falls, Texas 76301. You may appear at the hearing before City Council to explain why corrective actions have not been taken.

After the hearing, the council may allow the owner, lienholder or mortgagee 30 days to 90 days to repair or demolish the building or structure. If so, the council will (1) establish specific time schedules for the commencement and performance of the work, and (2) require the owner, lienholder or mortgagee to secure the property from unauthorized entry while work is being performed.

The City Council cannot allow more than 90 days for work on the structure, unless (1) a detailed plan, including time schedules and financing arrangements, for the work is submitted, and (2) it is established at the hearing that the scope and complexity of the job would require more than 90 days to complete.

If an extension of more than 90 days is granted, regular progress reports must be submitted to Code Compliance showing that time schedules are being followed and deadlines are being met. In addition, the owner, lienholder, or mortgagee may be asked to appear before the City Council to demonstrate their compliance. It is up to the owner, lienholder, or mortgagee to prove their compliance.

CITY OF WICHITA FALLS

1800 7TH Street - P.O. Box 1431 - Wichita Falls, Texas 76307 - t: (940) 761-8841 - f: (940) 761-6882
www.wichitafallstx.gov

Regardless of the timeline for repair involved, if the City Council authorizes time for repair at the hearing, the owner, lienholder, or mortgagee must secure the property in a reasonable manner from unauthorized entry while all work is being performed.

You may be receiving this Notice of Public Hearing while you still have time left on the original deadline from the Code Compliance Division for repair or to demolish the building or structure. The initial inspection occurred on February 6, 2026, in which the Notice of Violation was sent the same day. We wanted to give you ample time to prepare for the public hearing, if the violations are not corrected by that date. If we can be of any help, please do not hesitate to contact our office by email or by calling (940) 761-8841. Our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m.

Respectfully,

A handwritten signature in blue ink, appearing to be 'A. Borrego', with a long horizontal flourish extending to the right.

Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

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CODE COMPLIANCE DIVISION

March 9, 2026

Larry Williams
54405 North Circle Dr.
Idyllwild, CA 92549

Re: Notice of Public Hearing for

401 Broad St.
Wichita Falls, Texas 76301

Dear Larry Williams:

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CITY OF WICHITA FALLS

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Regardless of the timeline for repair involved, if the City Council authorizes time for repair at the hearing, the owner, lienholder, or mortgagee must secure the property in a reasonable manner from unauthorized entry while all work is being performed.

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Respectfully,



Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

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CODE COMPLIANCE DIVISION

March 9, 2026

Windsor Gardens, LLC
PO Box 1227
Idyllwild, CA 92549

Re: Notice of Public Hearing for

401 Broad St.
Wichita Falls, Texas 76301

Dear Windsor Gardens, LLC:

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CITY OF WICHITA FALLS

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Respectfully,

A handwritten signature in blue ink, appearing to read 'AB', with a large, sweeping flourish extending to the right.

Alex Borrego
Code Compliance Supervisor

CITY OF WICHITA FALLS

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