



City of Wichita Falls City Council Agenda

Notice is hereby given that on May 19, 2026, the City Council of the City of Wichita Falls will hold a regular meeting at 8:30 a.m. at the MPEC, 1000 Fifth Street, Hayley Eye Clinic Seminar Room, for the purpose of considering the following items:

1. Call to Order

2. Invocation

- a) Pastor Virgil Nesbit, Jr., Antioch Baptist Church

3. Pledge of Allegiance

4. Presentations

- a) Proclamation - Emma Kasza-James Day, Midwestern State University Cycling Team
- b) Presentation - Wichita Falls Citizen's Academy Graduation

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, May 5, 2026

7. Receive Minutes

- a) Employee Benefits Trust Board, January 13, 2026
- b) WFMPO Technical Advisory Committee, January 14, 2026
- c) WFMPO Transportation Policy Committee, February 11, 2026
- d) Wichita Falls Park Board, March 26, 2026
- e) Wichita Falls Economic Development Corporation, March 26, 2026
- f) Wichita Falls 4B Sales Tax Corporation (WF4BSTC), April 2, 2026

8. Ordinances

- a) Ordinance authorizing the City Manager or his designee to execute the necessary documents to abandon and close portions of Industrial Drive and Radio Lane, and convey ownership to Westlake Pipe & Fittings Corporation to allow expansion of

their manufacturing operations located at 3348 Industrial Drive and 902 Radio Lane for the appraised value of \$116,400

9. Resolutions

- a) Resolution authorizing the City Manager to approve Change Order No. 2 for the 2025 Sewer Budget Utility Improvement Project Phase 1, to Insituform Technologies, LLC, a deduct in the amount of (\$125,805.60)
- b) Resolution authorizing the City Manager to execute the Chapter 380 Economic Development Agreement with Westlake Pipe & Fittings Corporation, for the expansion of manufacturing operations located at 3348 Industrial Drive; and authorizing expenditure of \$116,400 from the funds received from the property sale
- c) Resolution authorizing the City Manager to award a proposal for a unit price contract for the 2026 Water Budget Utility Improvement Project to Insituform Technologies, LLC in the amount of \$2,154,555.20
- d) Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$300,000 to Cobra Kai Flight Academy, LLC dba Aerospace N3xt, LLC, to assist in facilitating initial pilot training for the United States Air Force at Kickapoo Airport in Wichita Falls
- e) Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by authorizing funding up to \$360,000 to Miniature Wonders to support their planned destination and tourism project in Kiwanis Park
- f) Resolution authorizing an agreement between the City of Wichita Falls and HDR Engineering, Inc. to conduct an Economic Study at Kickapoo Downtown Airport, located at 4515 Old Jacksboro Highway, in an amount not to exceed \$192,779

REGULAR AGENDA

10. Ordinances

- a) Ordinance Authorizing the Issuance and Sale of City of Wichita Falls, Texas Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2026; Establishing Procedures and Delegating Authority for the Sale and Delivery of the Certificates, Providing an Effective Date, and Enacting Other Provisions Relating to the Subject

11. Resolutions

- a) Public Hearing and take action on a resolution regarding the proposed 2026 Third Year Annual Action Plan of the adopted Five Year 2024-2028 Public Housing Agency (PHA) Plan with a change to the Housing Administrative Plan
 - I. Public Hearing
 - II. Take Action

12. Other Council Matters

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

13. Executive Sessions

- a) Executive Session in accordance with Texas Government Code § 551.072, 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, Radio Lane and Industrial Drive)
- b) Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations and/or to deliberate the offer of a financial or other incentive to a business prospect. (including, but not limited to, Westlake Pipe & Fittings Corporation, Cobra Kai Flight Academy, LLC dba Aerospace N3xt, LLC, and Miniature Wonders)

14. Adjourn

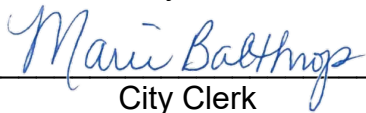
In accordance with the Americans with Disabilities Act, this facility is wheelchair accessible, and accessible parking spaces are available. If you require special accommodations to attend or participate in this meeting, please contact the City Clerk's Office at (940) 761-7409 at least 48 hours prior 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 13th day of May, 2026, at 6:15 o'clock p.m.



City Clerk

City of Wichita Falls
Employee Benefits Trust Board – Meeting Minutes
January 13, 2026

The meeting was held in the Conference Room of Big Blue Tower, 719 Scott Ave., Wichita Falls, TX 76301.

Present: Jeffery Jenkins, City Manager
Paul Menzies, Assistant City Manager
Kinley Heggland, City Attorney
Christi Klyn, Director of Human Resources
Stephen Calvert, Chief Financial Officer

Agenda Items:

- I. Meeting was called to order at 4:01 PM.
- II. The September 24, 2025 meeting minutes were unanimously approved.
- III. Christi Klyn discussed eligibility of current and prior City Council members for City benefit plans, initially approved at the November 23, 2004 EBT Board meeting. Purpose of the discussion was to revise/update currently approved eligibility. EBT staff was requested to provide a policy for presentation at the next meeting outlining coverage for councilors.
- IV. With no further business, the meeting was adjourned at 4:07 PM.

Prepared by: Nikki Fyock, Benefit Specialist, City of Wichita Falls/HR-EBT

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee

Minutes

Wednesday, January 14, 2026

Voting Members Present:

Lin Barnett, Wichita Falls MPO, MPO Director, TAC Chairperson
Callan Coltharp, TxDOT, Director of Transportation
Colby Shelton, TxDOT, Director of Maintenance
Karen Montgomery-Gagne, City of Wichita Falls, Planning Administrator
Zach Husen, TxDOT Director of Construction

MPO Staff:

Jaimie Williams, Wichita Falls MPO, Senior Transportation Planner

Absent:

Doug Wooster, City of Wichita Falls, Traffic Superintendent
Shaun Barnes, TxDOT, TP&D Director
Tyson Traw, City of Wichita Falls, Deputy Director of Public Works

Visitors:

Ashley Sisk, City of Wichita Falls

I. Welcome & Introduction

Mr. Barnett, TAC chairperson, called the meeting to order at 9:32 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

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

III. Review and Approval of the October 9, 2025 Technical Advisory Committee's (TAC) Meeting Minutes

Mr. Barnett asked for any comments or corrections to the October 9, 2025 TAC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mrs. Gagne made the motion to approve. Mr. Husen seconded the motion. The motion passed unanimously.

IV. Review and Comment Regarding the October 22, 2025 Transportation Policy Committee's (TPC's) Meeting Minutes – No Action Required

Mr. Barnett asked for comments on the October 22, 2025 TPC meeting minutes. Receiving none, the committee moved on to the next agenda item.

V. Review and Recommend Approval of the 2026 TxDOT Performance Measures to the Policy Board: Transit Asset Management Plan/State of Good Repair (TAMP/SGR) and Safety Performance Measures (PM1)

Mr. Barnett directed the committee's attention to Resolution #1-2026. He stated this resolution continues support for the performance measures and targets set in Resolution #1-2025 that were adopted by the Policy Board in January 2025. Mr. Barnett stated this resolution adopts the Safety Performance (PM1) targets for 2026 that are set for the Texas Department of Transportation (TxDOT). He commented that in addition to the adoption of the estimated 2026 PM1 targets, the table now shows actual data averages from calendar years 2020 through 2024. This gives the reader a good understanding of how the state has worked towards reducing injuries and fatalities on Texas highways.

Mr. Barnett stated that each MPO has the choice to create its own Performance Measures, or to adopt measures created by the State of Texas. Since their inception in 2018, WFMPO has always adopted and supported the TxDOT Performance Measures issued by the State of Texas.

Mr. Barnett directed the committee's attention to Resolution #2-2026. He stated this resolution continues support for the performance measures and targets set in Resolution #2-2025 that were adopted by the Policy Board in January 2025. Mr. Barnett stated this resolution adopts and supports the 2026 performance measures and targets for the Transit Asset Management Plan (TAMP) and State of Good Repair (SGR) Performance Measures established by the Transit Administration Division for the Wichita Falls Transit System (WFTS).

Mr. Barnett asked for any comments or questions regarding the resolutions. Receiving none, he asked for a motion to forward the resolutions to the Policy Board for their review and approval. Mr. Coltharp made the motion to forward the resolutions. Ms. Gagne seconded the motion, which passed unanimously.

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

Mr. Barnett informed the committee that on June 17th, the City of Wichita Falls, through WFMPO, submitted an application for \$300,000 in SS4A Planning Grant funds. The grant would support the development of the City's first Comprehensive Safety Action Plan (CSAP). Once completed and approved by the USDOT, the CSAP will make the City eligible to apply for SS4A Implementation Grant funds. He stated this funding is intended to support projects that enhance safety for all road users, including the construction of bicycle and pedestrian infrastructure. The SS4A grant is an 80/20 cost-share, with USDOT contributing \$240,000 in federal funding and the City providing a \$60,000 local match.

Mr. Barnett stated that on December 30, 2025, WFMPO received an email notification that the City of Wichita Falls was selected for an award of \$240,000.00 in USDOT Federal funding. This includes funding for New Action Plan activities. Mr. Barnett stated WFMPO will present the award at a City Council meeting sometime in the near future for review and acceptance by resolution. Once approved and accepted by City Council, WFMPO will issue a Request for Qualifications (RFQ) to find a qualified consulting firm to create the Comprehensive Safety Action Plan.

Mr. Barnett asked for any comments or questions regarding the SS4A grant application update. Receiving none, the committee moved on to the next agenda item.

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

Mr. Barnett stated MPO staff will soon begin the process of working with a qualified consulting firm to complete the 2026 Socioeconomic & Demographic Data Forecast update. He stated the TAC subcommittee reviewed and scored three proposals that WFMPO staff received in November 2025 and the winning consultant was Cambridge Systematics, Inc. out of Austin, TX. Mr. Barnett stated the next steps will be to present the contract to City Council at the February 3rd council meeting for review and acceptance by resolution, then to get contract signatures and, finally, to hold a kick-off meeting on February 10, 2026 with the consultant Cambridge Systematics, Inc. Mr. Barnett asked for any comments or questions regarding the SDDF update. Receiving none, the committee moved on to the next agenda item.

VIII. Other Business:

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

City: No Report Received

TxDOT: Mr. Coltharp reported Districtwide Seal Coat projects located on BU 287J and BU 277A, and concrete repair from Kemp street to US 287.

b. MPO Quarterly Financial Report (4th Quarter – July, August, September)

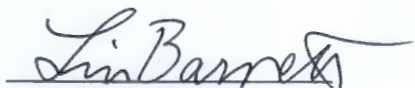
Mrs. Williams reported on the 4th quarter expenses for the MPO. She stated that the MPO had spent 80.50% of its total allocation for FY 2025. Mrs. Williams asked for any comments or questions on the fourth quarter financial report. She received none.

c. Other Items

No other items to report.

IX. Meeting Adjournment

The meeting adjourned at 10:30 a.m.


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

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

Transportation Policy Committee

Minutes

Wednesday, February 11, 2026

Voting Members Present:

Tim Short, Chairperson, Wichita Falls Mayor
David Rohmer, TxDOT, District Engineer
Jeff Watts, City of Pleasant Valley, Representative/Wichita County Commissioner
Judge Jim Johnson, County Judge, Wichita County
Judy Crawford, proxy for Dennis Wilde, Nortex Regional Planning Commission
Russell Schreiber, Wichita Falls Public Works Director
Whitney Flack, Wichita Falls City Councilor

MPO Staff:

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

Absent:

Cory Glassburn, Mayor, Lakeside City
Austin Cobb, Wichita Falls City Councilor

Visitors:

Blake Jurecek, CWF
Conley Satterfield, Kimley Horn
Shaun Barnes, TxDOT TP&D Director
Sheida Carugati, DKS
Daryn Sims, TxDOT Area Engineer

I. Welcome & Introduction

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

II. Public Comment on Agenda and Non-Agenda Items

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

III. Review and Approval of the October 22, 2025 Transportation Policy Committee's (TPC) Meeting Minutes

Mayor Short asked for any comments or corrections to the October 22, 2025 TPC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Schreiber made the motion to approve. Mr. Rohmer seconded the motion, which passed unanimously.

IV. Review and Comment Regarding the January 14, 2026 Technical Advisory Committee (TAC) Meeting Minutes – No Action Required

Mayor Short asked for any comments concerning the January 14, 2026 TAC meeting minutes. Receiving none, the committee moved on to the next agenda item.

V. Review and Approve the 2026 TxDOT Performance Measures: Transit Asset Management Plan/State of Good Repair (TAMP/SGR) and Safety Performance Measures (PM1).

Mr. Barnett directed the Policy Board's attention to Resolution #1-2026. He stated this resolution continues support for the performance measures and targets set in Resolution #1-2025 that were adopted by the Policy Board in January 2025. Mr. Barnett stated this resolution adopts the Safety Performance (PM1) targets for 2026 that are set for the Texas Department of Transportation (TxDOT). He commented that in addition to the adoption of the estimated 2026 PM1 targets, the table now shows actual data averages from calendar years 2020 through 2024. This gives the reader a good understanding of how the state has worked towards reducing injuries and fatalities on Texas highways.

Mr. Barnett stated that each MPO has the choice to create its own Performance Measures, or to adopt measures created by the State of Texas. Since their inception in 2018, WFMPO has always adopted and supported the TxDOT Performance Measures issued by the State of Texas. Mr. Rohmer requested that the performance measure data be reviewed for accuracy. The Policy Board agreed to table adoption of this specific performance measure pending verification of the reported numbers.

Mr. Barnett directed the committee's attention to Resolution #2-2026. He stated this resolution continues support for the performance measures and targets set in Resolution #2-2025 that were adopted by the Policy Board in January 2025. Mr. Barnett stated this resolution adopts and supports the 2026 performance measures and targets for the Transit Asset Management Plan (TAMP) and State of Good Repair (SGR) Performance Measures established by the Transit Administrator for the Wichita Falls Transit System (WFTS).

Mayor Short asked for any comments or questions regarding the resolutions. Receiving none, he asked for a motion to table adoption of the TxDOT Safety Performance Measure PM1 pending review of the performance measure data. Judge Johnson made the motion to approve the TAMP/SGR performance measure. Mr. Schreiber seconded the motion, which passed unanimously.

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

Mr. Barnett informed the Policy Board that on June 17th, the City of Wichita Falls, through WFMPO, submitted an application for \$300,000 in SS4A Planning Grant funds. The grant would support the development of the City's first Comprehensive Safety Action Plan (CSAP). Once completed and approved by the USDOT, the CSAP will make the City eligible to apply for SS4A Implementation Grant funds. He stated this funding is intended to support projects that enhance safety for all road users, including the construction of bicycle and pedestrian infrastructure. The SS4A grant is an 80/20 cost-share, with USDOT contributing \$240,000 in federal funding and the City providing a \$60,000 local match.

Mr. Barnett stated that on December 30, 2025, WFMPO received an email notification that the City of Wichita Falls was selected for an award of \$240,000.00 in USDOT Federal funding. This includes funding for New Action Plan activities. Mr. Barnett stated WFMPO will present the award at a City Council meeting sometime in the near future for review and acceptance by resolution. Once approved and accepted by City Council, WFMPO will

issue a Request for Qualifications (RFQ) to find a qualified consulting firm to create the Comprehensive Safety Action Plan.

Mayor Short asked for any comments or questions regarding the SS4A grant application update. Receiving none, the Policy Board moved on to the next agenda item.

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

Mr. Barnett stated MPO staff will soon begin the process of working with a qualified consulting firm to complete the 2026 Socioeconomic & Demographic Data Forecast update. He stated the TAC subcommittee reviewed and scored three proposals that WFMPO staff received in November 2025 and the winning consultant was Cambridge Systematics, Inc. out of Austin, TX. Mr. Barnett stated the contract was presented to City Council at the February 3rd council meeting and accepted by resolution. MPO staff held a kick-off meeting on February 10, 2026 with the consultant Cambridge Systematics, Inc. Mr. Barnett asked for any comments or questions regarding the SE&D Forecast update. Receiving none, the Policy Board moved on to the next agenda item.

VIII. Other Business:

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

City: No Report Received

TxDOT: Mr. Sims reported Districtwide Seal Coat projects located on BU 287J and BU 277A, and concrete repair from Kemp street to US 287.

b. MPO Quarterly Financial Report (4th Quarter – July, August, September)

Mrs. Williams reported on the 4th quarter expenses for the MPO. She stated that the MPO had spent 80.50% of its total allocation for FY 2025. Mrs. Williams asked for any comments or questions on the fourth quarter financial report. She received none.

c. Other Items

No other items to report

IX. Meeting Adjournment

The meeting adjourned at 9:24 a.m.



Honorable Tim Short
Mayor Wichita Falls

**Wichita Falls Park Board Meeting
March 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
Jack Roe, Penny Miller, Gary Fieldsend, Dawn Ferrell,**

Members Absent: Josh Phillips, Larri Jean Jacoby,

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

1. APPROVAL OF MINUTES:

**The minutes from February 26, 2026 were put before the Board for approval,
Penny Miller made the motion to approve the minutes and Tim Lockhart
second the motion.**

2. DEPARTMENTAL REPORT:

A. Parks:

- **Report was handed out to all members. See Attached**

B. Recreation:

- **Report was handed out to all members. See Attached**

C. Lake Wichita Revitalization Committee:

- **No update**

D. Master Plan:

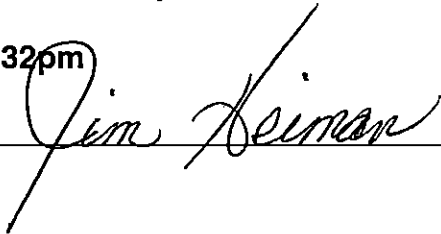
- **Still working on the Parks Foundation**

F. Other Business, Announcements, Comments:

- **Budget for 2027 kicks off**
- **Softball complex restroom still under construction**

Adjourned: 2:32pm

Signature: _____



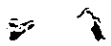
Parks Report – March 26, 2026

- On March 19th, we held a Rededication Ceremony for the Wichita Falls Traction Company Historical Marker at Bridwell Park.
- On March 20th, the RC Airpark at Lake Wichita was officially renamed the Eddie Hill RC Airpark.
- Crews have begun their mowing routes this week.
- The new playground at Lions Park is complete, and work is underway on the final design for the new walking trail.
- Parks has taken over all mowing responsibilities previously handled by the Street Department, adding approximately 1,300 acres to our maintenance area.

Maintenance and Repairs:

- Rebuilt one wooden bridge at Lucy Pond, with a second bridge currently under repair.
- Installed a new park sign at Lynwood East.
- Replaced several bench boards along the Bluff and Seymour Highway trail.
- Installed two new dog waste stations at the Lake Wichita Dog Park.
- Replaced wood on two sets of bleachers at Lake Wichita.





Park Board Update – Recreation – 3/26/26

50+ Zone

- March Visits (as of 3/23) – 3362 (652 unique members). Average 210/day
- 3 Friday band dances – 267 total attendance
- 14 applicants for 50 Plus Zone Coordinator – interviews 3/24 & 3/25
- Bingo – 543 participants
- Bringing on new fitness instructor for functional movement class
- Recreation, Library, Health Department, Meals on Wheels, Hospice of Wichita Falls, and Wichita Adult Literacy Council are meeting April 2nd to brainstorm on how we can work together to serve seniors in the community – if you know of organizations who would benefit from being a part of that conversation, let Jason know

Athletics

- Promoted Bruce Gay to fill Senior Recreational Services Worker role, posted his old job
- Bruce has started working on his CDL
- Spring softball league has 755 players across 64 teams
- 34 teams across two tournaments last weekend
- Bathroom project wrapping up this week at softball complex
- Tournament on all 8 fields this weekend, full slate of tournaments for April

Aquatics

- Talking with multiple vendors to see if anyone can provide pricing and receive equipment in time for summer season
- One vendor has referred us to an aquatic engineer due to scope of work

Recreation

- Easter event at Hamilton Park this Saturday from 1-3:15pm
- 11 new classes being offered in April including vocal lessons, teen painting, yoga, barre, children's sewing, conversational Spanish, crocheting, and more
- Approximately 30 people attended the Eddie Hill RC Park re-naming
- Fishing rodeo attendance was impacted by cold weather – approximately 120 attendees
- Participating in City Nature Challenge w/ iNaturalist – working with Master Naturalists on worldwide program intended to document area plants and animals through photography
- Math and Reading Night at Tower Elementary on Monday 3/30 – staff from Recreation and Library will attend to promote upcoming programs and events to parents

MINUTES OF THE
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION

MARCH 26, 2026

PRESENT:

Leo Lane, President	§	WFEDC Members
Brent Hillery	§	
Reno Gustafson	§	
Craig Lewis	§	
Tim Short, Mayor	§	Mayor & Councilors
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	§	
Lauren Williams, Director-Urban Dev.	§	
Loftin Davoult	§	
Ron Duncan, President	§	Magic Aire
Byron Baber, Vice President	§	WPT Power Corporation
David Coleman	§	Members of the Public
Dr. DeAndrea Davis - MSU	§	
Kevin Hunter	§	
David Gray	§	
Scott Poenitzsch	§	
John Richoux	§	
Lynn Walker, Writer	§	Times Record News

ABSENT:

David Toogood, Vice President	§
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1. Call to Order.

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

2. Consent Agenda.

a. Approval of Minutes (January 15, 2026)

Mr. Lane opened the floor for comments on the minutes from the January 15, 2026 meeting. No comments were made. Mr. Lane then moved to the Financial Report.

b. Financial Report

Mr. Paul Menzies presented the financial report, noting that sales tax revenues are performing well, currently running approximately 7% ahead for the first third of the fiscal year compared to the same period last year. He then highlighted the Corporation's financial position, reporting an estimated \$19.6 million in unencumbered funds available for new projects. He further noted that staff anticipates one or more previously committed projects may roll off or expire in the near term, which would increase the available fund balance. These adjustments are expected to be reflected in the next month's financial report. Mr. Lane inquired whether the expiration of these projects would result in an increase to the unencumbered balance, to which Mr. Menzies confirmed that it would. There were no further questions or discussion regarding the financial report.

Mr. Craig Lewis made a motion to approve the consent agenda as presented. Seconded by Mr. Reno Gustafson, and with no further discussion or public comment, the motion carried 4-0.

3. Discussion and possible action related to the proposed incentive package for WPT Power.

Ms. Moriah Williams presented a proposed economic development incentive package for WPT Power, a long-standing Wichita Falls manufacturer that has been in operation locally since 1992. She noted that the company currently employs 30 full-time employees with an average annual wage of approximately \$73,350.

Ms. Williams explained that WPT Power has identified the need to expand its existing facility by approximately 10,000 square feet and invest in additional equipment. The expansion would allow the company to relocate and integrate a full product line currently based in Shanghai, China, into its Wichita Falls operations. She emphasized that this represents a significant opportunity to bring additional manufacturing capacity and operations back to the local community.

As part of the expansion, WPT Power anticipates creating ten (10) new full-time positions, increasing its total local workforce while maintaining its current employment levels.

To support the project, staff recommended approval of a two-part incentive package. The first component is a forgivable loan in the amount of \$550,000, to be paid over a two-year period rather than as a lump sum. The loan would be forgiven over a five-year term, contingent upon the company retaining its existing workforce and meeting job creation commitments.

The second component is a cash-for-jobs incentive in an amount not to exceed \$90,000, structured at \$7,500 per new full-time position, for up to twelve (12) positions. Payments would be made only after each qualifying employee has been employed for a minimum of six (6) months, ensuring sustained job creation.

Ms. Williams noted that representatives from WPT Power were present to answer any questions from the Board.

Mr. Lane expressed appreciation to the company for its continued investment in Wichita Falls and highlighted the significance of bringing manufacturing operations from Shanghai to the

local community. He then opened the floor for questions; however, the Board raised no additional questions or discussion.

4. Discussion and possible action related to the proposed incentive package for Aerospace N3xt.

Mr. Kinley Hegglund stated that staff pulled this item as it was not ready.

5. Discussion and possible action related to the proposed expenditure for the redevelopment of 3111 Midwestern Parkway for costs incurred.

- a. The Effectus Group**
- b. Dunaway**
- c. Bennett Partners**

In an amount not to exceed \$400,000.

Presentation

Ms. Williams presented an overview of the Sikes Senter Mall redevelopment project, including a timeline of actions taken to date and the current request for additional funding. She began by summarizing previously approved expenditures by WFEDC and City Council, including approximately \$500,000 for due diligence activities such as engineering assessments, environmental studies, appraisals, and legal review. She noted that the property appraised at approximately \$26 million for land value alone, highlighting its significance as a major asset.

Ms. Williams explained that the property was purchased in October for \$27.5 million, funded through a combination of WFEDC funds, temporary 4B funding (since repaid), and an \$18 million bank note currently structured as interest-only. She also clarified that \$300,000 in previously approved seed funding is being used strictly for ongoing operations, including staffing, utilities, and maintenance.

She then outlined key steps taken since the acquisition, including onboarding Cypress Management to oversee operations, establishing financial and reporting systems, addressing tenant lease matters, and selecting professional firms through RFP processes. The Site Investigation Report was completed by Dunaway, and Bennett Partners was selected to develop the master plan and design guidelines, which she described as a "vision plan" to guide future development rather than a fixed design.

Ms. Williams noted that staff continues to engage with prospective developers and is working through TIF-related discussions. She stated that interest in the project remains active and ongoing. The project has also been rebranded as "The Corridor at University Town Center."

Looking ahead, she indicated that staff anticipates completing the master plan by mid-year, identifying a development partner, and moving into negotiations, with a long-term goal of executing a development agreement and closing on a sale by the end of 2026.

Ms. Williams also addressed common questions, clarifying that no developer has withdrawn from the project, as no formal agreement has been in place, and that while there has been outside interest in purchasing the property, staff is focused on ensuring a well-planned redevelopment approach.

She concluded by presenting a request for up to \$400,000 to continue work with the Effectus Group as owner's representative, reimburse costs for the completed Site Investigation Report, and fund completion of the master plan and associated renderings. She noted the

importance of retaining these materials to guide future development efforts.

Following the presentation, Ms. Williams invited questions from the Board regarding the project timeline and overall progression.

Board & Council Comments

Mr. Lane commented on the pace of the project, noting that a significant amount of progress has been made in a relatively short period of time since the acquisition in October. He stated that staff's efforts have positioned the City and WFEDC in a strong negotiating position with potential developers. Mr. Lane emphasized that the work completed to date—including development of a vision for the master plan, operational stabilization of the property, and renegotiation of tenant leases—has strengthened the overall value and marketability of the site.

Mr. Lane further noted that much of the leasing activity has been addressed, with limited tenant agreements extending beyond 2026. He credited staff and partners, including Vicki Pratt, Cypress Management, and Attorney Todd Davenport, for their ongoing work in renegotiating leases and managing tenant relationships. He also remarked on the high level of coordination and communication required, indicating that staff continues to actively manage the project on a daily basis.

Mayor Short inquired about prior developer interest in the property before its acquisition. Ms. Williams confirmed that prior to closing, multiple developers had expressed interest and provided presentations regarding potential redevelopment opportunities. Mayor Short then asked whether those developers were still engaged, to which Ms. Williams confirmed that they remain active and have not withdrawn from consideration.

Mayor Short further noted that interest in the project increased following the City's acquisition of the property, explaining that the purchase made the project more tangible and viable to outside parties. Ms. Williams agreed, stating that the acquisition generated additional momentum and attention from the development community.

Ms. Williams also advised that staff continues to receive new interest from prospective users and developers. She noted that several companies not currently operating in Wichita Falls have expressed interest in locating at the site and have inquired about submitting letters of intent. However, she explained that because the property is expected to be sold to a development partner, these prospective tenants will ultimately need to coordinate directly with the selected developer. In the interim, staff continues to communicate with interested parties, providing updates on the project timeline while making no commitments.

Ms. Williams emphasized that interest in the project remains strong and ongoing, with staff maintaining active discussions with multiple parties as the project continues to progress.

Public Comment

During public comment, multiple individuals addressed the Board regarding the redevelopment of 3111 Midwestern Parkway.

Comments included questions about prior public statements regarding potential developer involvement, the timing of the property acquisition, and the absence of a development agreement at the time of purchase. Speakers also raised questions regarding project-related expenditures, ongoing carrying costs, and whether the Corporation anticipates recovering its investment upon future disposition of the property.

Additional comments addressed the current operational status of the property, including tenant revenue and whether operating income offsets expenses. Questions were also raised

regarding the scope of due diligence performed prior to acquisition, including environmental, structural, and demolition-related assessments.

Several speakers requested access to project-specific financial information and supporting documentation, including reports and contracts. Comments were made regarding the availability of such information through the City's website and through open records requests. Staff advised that records requests are being processed and that responsive information will be provided in accordance with applicable law.

Comments also included questions regarding the use of executive session and the disclosure of information related to potential development partners. It was noted that certain matters related to negotiations and economic development are subject to confidentiality requirements and are not eligible for public disclosure.

In response to public comment, Mr. Lane provided general clarification regarding the project approach, stating that the Corporation is working to establish a development framework and position the property for future negotiations, while acknowledging that costs, timing, and outcomes remain subject to market conditions and ongoing planning efforts.

Board Member Gustafson also addressed the public, noting that the project involves a significant investment of time and resources and is not expected to be completed immediately. He emphasized that the intent of the effort is to support long-term community development and that certain aspects of the process, including discussions with potential developers, may not be publicly disclosed at this stage.

Following the conclusion of public comments and discussion, Mr. Lane asked if there were any further comments. Hearing none, the Board proceeded to the next agenda item.

6. Discussion and possible action related to the proposed assumption of Performance Agreement obligations by United Electric Company, L.P. (Magic Aire) and the release of MA Acquisition Co., LLC from such Performance Agreement.

Ms. Williams presented the item regarding the proposed assumption of an existing performance agreement associated with Magic Aire, which has recently been acquired by Kingspan Data Solutions.

She explained that, as part of the acquisition, the new ownership entity is requesting to assume the existing performance agreement in full. Ms. Williams emphasized that the request does not involve any modification to the original terms of the agreement. The acquiring entity is not requesting additional funding or changes to performance requirements and intends to continue under the same conditions currently in place.

Ms. Williams noted that the agreement includes ongoing obligations related to employment, specifically the retention of 128 employees year over year. She further advised that the company has remained in compliance with the terms of the agreement since its execution.

She also provided an update on the financial status of the agreement, stating that approximately \$235,294.11 remains outstanding, with the agreement scheduled to be completed in 2030.

Ms. Williams described the request as straightforward, involving only the transfer of obligations from the prior entity, Merger and Acquisition Company, LLC, to the new ownership entity following the acquisition.

Mr. Lane acknowledged the company's long-standing presence in the community and offered congratulations on its continued success.

7. Executive Session.

Mr. Lane adjourned the meeting into executive session at **3:09 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 **4:27 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

WPT Power Incentive Package

Mr. Gustafson made a motion that the Board authorize a forgivable loan to WPT Power in the total amount of \$550,000, paid out to the company over two years, with proof of investment, and forgiven over 5 years, contingent on retaining all current employees and hiring 12 new full-time employees. A cash-for-jobs incentive, not to exceed \$90,000, paid at a rate of \$7,500 per new full-time position created, once the employee has been employed by WPT for a minimum of 6 months. Seconded by Mr. Lewis and with no further comments, the motion carried 4-0.

Redevelopment of 3111 Midwestern Parkway Costs Incurred

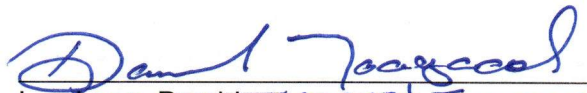
Mr. Brent Hillery made a motion to authorize the WFEDC board president to execute contracts with the Effectus Group and Bennett Partners and reimburse Forward Wichita Falls for the cost of the site investigation report from Dunaway for an expenditure not to exceed \$400,000 for said contracts and additional costs to said contracts. Seconded by Mr. Gustafson and with no further comments, the motion carried 4-0.

United Electric Company, L.P. (Magic Aire)

Mr. Lewis made a motion to authorize UEC-LP to assume the existing performance contract between the WFEDC and MA Acquisition Co., LLC, with a balance of \$235,294.11, and to agree that all terms of the contract remain intact. Seconded by Mr. Hillery and with no further comments, the motion carried 4-0.

8. Adjourned.

Mr. Lane asked if the public had any questions or comments. Since there were none, he adjourned the meeting at 4:30 p.m.


Leo Lane, President **David Toogood, VP**
WF Economic Development Corporation

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

APRIL 2, 2026

PRESENT:

Glenn Barham, President	§	WF4BSTC Members
Michael Grassi, Vice-President	§	
Nick Schreiber, Secretary-Treasurer	§	
Craig Reynolds	§	
Darrell Coleman	§	
Tim Short, Mayor	§	Mayor & City Councilors
Mike Battaglini, Councilor, District 4	§	
Jeff Jenkins, City Manager	§	City Staff
James McKechnie, Deputy City Manager	§	
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Kinley Heggland, City Attorney	§	
Stephen Calvert, CFO & Finance Director	§	
Tyson Traw, Engineering Director	§	
Kalee Robinson, Parks & Rec Director	§	
Mitch Bates, Interim Police Chief	§	
Chris Horgen, Public Information Officer	§	
Paige Lessor, Executive Legal Assistant	§	
Joel Jimenez, DAV Chapter 41 President	§	Members of the Public
John Richoux	§	
Lynn Walker, writer	§	Times Record News

ABSENT:

Stephen Santellana, 4B Board Member	§
Steve Garner, 4B Board Member	§

1. Call to Order.

Mr. Glenn Barham called the meeting to order at 2:32 p.m., noting that a quorum was present.

2. Report of Financial Condition.

Mr. Paul Menzies reported that sales tax revenue is performing well, with collections approximately 7% ahead of the same period last year through the first third of the fiscal year. He noted that the Corporation currently has approximately \$6.4 million in available cash for new projects, including prior approvals from the previous meeting, such as funding for the Art Walk and the annual commitment of up to \$1.4 million toward certificates of obligation for City capital improvement projects.

Mr. Darrell Coleman made a motion to approve the financial report as presented. Seconded by Mr. Michael Grassi, with no further comments or questions from the Board or the Public, the motion carried 5-0.

3. Consent Agenda:

a) Approval of Minutes of March 5, 2026.

Mr. Craig Reynolds moved to approve the consent agenda as presented. Seconded by Mr. Coleman, with no further board or public comment, the motion carried 5-0.

4. Public hearing regarding a funding request from Miniature Wonders to support their planned destination and tourism project in Kiwanis Park.

Mr. Barham opened the public hearing at 2:35 p.m.

Mr. Menzies introduced the Miniature Wonders funding request, noting that the City entered into a lease agreement with the organization in late 2025 for approximately 15 acres at Kiwanis Park for the proposed project. He explained that fundraising efforts are currently underway and that the request before the Board is part of that process.

Mr. Menzies clarified a discrepancy in the agenda packet, stating that while the item reflected a request of \$575,000, the correct amount is \$535,000. He explained that the request includes up to \$360,000 for perimeter fencing and approximately \$175,000 for water and sewer utility extensions. He then turned the presentation over to the Miniature Wonders representatives.

Miniature Wonders Presentation

Mr. Brett Hanes, a representative of Miniature Wonders, presented a request for funding to assist with a planned destination tourism project to be located on approximately 15 acres at Kiwanis Park. The organization has secured a multi-year lease with the City and is developing what would be a first-of-its-kind outdoor miniature attraction in the United States, featuring an estimated 300 exhibits constructed at a 1:25 scale. The exhibits will include replicas of local, state, national, and international landmarks, organized into themed sections representing Wichita Falls, Texas, the United States, and the world.

The project is designed to serve as a family-friendly destination that combines cultural history, education, and entertainment, with the goal of increasing tourism, encouraging longer visitor stays, and enhancing community pride. Planned features include a train system throughout the park, interactive exhibits, and amenities to accommodate visitors of all ages. Mr. Hanes emphasized the project's potential to support local businesses, attract additional investment, create jobs, and complement existing attractions in Wichita Falls.

Mr. Hanes reported that development efforts are actively underway, with approximately 20 exhibits completed or nearing completion and additional models in production using a combination of 3D printing and other construction methods. The total project budget is approximately \$9.13 million, and the organization has secured more than \$600,000 in contributions and pledges to date, along with ongoing efforts to obtain additional funding through grants and private partnerships.

The organization is requesting a total of \$535,000 in funding from the 4B Sales Tax Corporation to support critical infrastructure needs, including up to \$360,000 for perimeter fencing and approximately \$175,000 for water and sewer utility extensions. Mr. Hanes stated that these improvements are necessary to protect exhibits, provide basic amenities, and allow the project to move forward toward construction and opening. They further noted that support from the Corporation would help accelerate the project timeline, strengthen future fundraising efforts, and demonstrate community and institutional support for the development.

Questions from the Board

Mr. Barham requested clarification on the project site within Kiwanis Park, confirming the 15-acre location and its relation to the overall park footprint. Mr. Menzies asked about the anticipated project timeline, to which Mr. Hanes explained that progress toward construction and opening is currently dependent on securing funding for perimeter fencing. He noted that installation of the fence is a critical first step, as it is necessary to protect exhibits and allow for on-site development. Until then, the organization continues producing models and advancing planning efforts.

Mr. Coleman inquired about projected attendance, admission pricing, and operational sustainability. Mr. Hanes stated that, based on comparable attractions and population data, estimates suggest approximately 200,000 visitors annually. He indicated that anticipated admission pricing would be under \$15 per person, with reduced rates for children and potential annual passes for local residents.

Mr. Reynolds asked questions regarding fencing design and the durability of exhibits, particularly in outdoor conditions. Mr. Hanes responded that the initial fencing would consist of iron posts with future enhancements, such as decorative columns, to be added as funding allows. He also explained that exhibits are constructed using outdoor-rated 3D printing materials, coated and painted with automotive-grade finishes to withstand heat and weather, though ongoing maintenance and eventual replacement will be necessary.

Mr. Nick Schreiber raised several questions regarding project design, funding structure, and phasing. He asked about the inclusion of shade structures, noting the local climate, and Mr. Hanes confirmed that shade features are included in the budget but will be installed after exhibit placement is finalized. Mr. Schreiber also examined the funding request in relation to the overall project budget of approximately \$9.13 million, questioning the percentage of public funding being requested for early phases and whether future funding requests would follow. Mr. Hanes clarified that the current request of \$535,000 is limited strictly to infrastructure improvements—fencing and utility extensions—and does not include exhibit production costs, though additional requests may be made in later phases.

Mr. Schreiber further asked about project phasing and timeline expectations. Mr. Hanes explained that the project is currently focused on fundraising and exhibit production, with multiple 3D printers operating continuously. He stated that the installation of fencing would allow the project to move into on-site development, including the placement of exhibits and the construction of walkways.

Ms. Donna Adams added that the organization has already made significant progress, including purchasing equipment, constructing exhibits, and initiating building construction. She indicated that the project anticipates a potential soft opening as early as September, coinciding with delivery of the train and installation of initial exhibits, with limited operations and reduced pricing during early phases.

Mr. Michael Grassi asked about fundraising progress and long-term sustainability. Mr. Hanes responded that the organization has secured over \$600,000 in contributions and pledges to date, supported by a group of founding partners, and intends for the project to operate as a long-term attraction under a multi-decade lease with the City. He emphasized the goal of establishing a lasting destination for Wichita Falls.

Questions from the Public

Mr. Joel Jimenez inquired about opportunities for public input and suggested adding local elements to the project. Mr. Hanes encouraged community involvement and invited the public to visit their workspace to view exhibits and provide suggestions.

Councilor Mike Battaglino asked questions regarding exhibit durability and site conditions, including wind exposure. Brett Hanes explained that exhibits will be securely anchored to concrete foundations and designed for outdoor conditions.

Mr. John Richoux raised concerns regarding project assumptions, including attendance projections and overall financial benefit to the community, and questioned the return on public investment. In response, Ms. Adams and Mr. Hanes emphasized the project's nonprofit nature and its anticipated economic and tourism-related benefits to Wichita Falls

Another individual asked about potential impacts on nearby residents, including noise from the train and proximity to homes. Mr. Hanes responded that the train would be small-scale and that some nearby residents had expressed support.

Mr. Barham asked if there were any further questions or comments, then closed the public hearing at 3:19 p.m.

5. Executive Session.

Mr. Barham adjourned the meeting into executive session at **3:20 p.m.** pursuant to Texas Government Code sections 551.087, 551.071, and 551.072. He announced the meeting back into regular session at **3:46 p.m.** The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

6. Consideration of a funding request from the Miniature Wonders to support their planned destination and tourism project in Kiwanis Park.

Mr. Coleman made a motion to table this item until the next regularly scheduled meeting, requesting that additional information be provided to the Board. Seconded by Mr. Grassi, the motion carried 5-0.

7. Adjourn.

No further discussions took place, nor actions taken. Mr. Barham adjourned the meeting at 3:47 p.m.



Glenn Barham, President
Wichita Falls 4B Sales Tax Corporation



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City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 8.a.

Agenda Item Name: Ordinance authorizing the City Manager or his designee to execute the necessary documents to abandon and close portions of Industrial Drive and Radio Lane, and convey ownership to Westlake Pipe & Fittings Corporation to allow expansion of their manufacturing operations located at 3348 Industrial Drive and 902 Radio Lane for the appraised value of \$116,400

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

Department Submitted: Property Management

Staff Contact:

Pat Hoffman, Property Administrator

1. PURPOSE / DESCRIPTION

To approve an ordinance closing portions of Radio Lane and Industrial Drive while retaining the utility easement across the entire width of the right of way, while supporting Westlake Pipe & Fittings Corporation to expand their facilities, employ more people, and support economic growth.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Westlake is the only business with road frontage. Westlake will purchase Industrial Drive and Radio Lane for \$116,400, and upon approval of this ordinance, the city will enter into a 380 agreement with Westlake Pipe and Fittings Corporation for \$116,400 in support of their expansion. Closing portions of both Radio Lane and Industrial Drive affects two businesses, both of which support the closures. This will provide better security for both businesses, allowing for growth and more job opportunities. It will also release the city of any maintenance obligations for the portions being abandoned and sold. Overall, this is a win for the business owners, the city, and its taxpayers.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends approval of this ordinance authorizing the City Manager or his designee to execute all documents to allow for ownership conveyance.

5. FUNDING SOURCE

N/A

6. TIMELINE

Upon approval of the ordinance, a closing date will be set up within 2 weeks.

7. ALTERNATIVE OPTIONS

To keep the roads open, stifle expansion, and continue the responsibility of the road maintenance.

8. ATTACHMENTS

1. 8a Westlake Ordinance-final
2. Exhibit 1

Ordinance No. ____

Ordinance authorizing the City Manager or his designee to execute the necessary documents to abandon and close portions of Industrial Drive and Radio Lane, and convey ownership to Westlake Pipe & Fittings Corporation to allow expansion of their manufacturing operations located at 3348 Industrial Drive and 902 Radio Lane for the appraised value of \$116,400

WHEREAS, Westlake Pipe & Fittings Corporation has a desire to expand its business located at 3348 Industrial Drive and 902 Radio Lane; and,

WHEREAS, Westlake Pipe & Fittings Corporation finds it necessary, and the City agrees, to the purchase of Industrial Drive and Radio Lane for the purpose of expanding their operation; and,

WHEREAS, Westlake Pipe and Fittings Corporation has agreed to purchase the 155,190 square feet of Industrial Drive and Radio Lane for the appraised value of \$116,400 as shown in red on Exhibit 1; and,

WHEREAS, all affected utility companies, City departments, and adjacent property owners have reviewed this request, and have approved to close, abandon, and vacate the 155,190 square feet as described with retention of all utility easements for the entire width and length; and,

WHEREAS, it has been determined to be in the best public interest to close and abandon said streets as herein indicated on the attached Location Map.

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

1. The City will abandon and close 155,190 square feet of Radio Lane and Industrial Drive (as shown on Exhibit 1) with the retention of all utility easements.
2. The City Manager or his designee is authorized to execute all necessary documents, in a form as approved by the City Attorney, for the conveyance of ownership of 155,190 square feet of Industrial Drive and Radio Lane (as shown on Exhibit 1) to Westlake Pipe & Fittings Corporation.

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk

Exhibit 1



Industrial Drive & Radio Lane Proposed Closure Map

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 10 March 2025

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

Legend

- ROW to be Closed
- Easements

0 190 380 760 Feet



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City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 9.a.

Agenda Item Name: Resolution authorizing the City Manager to approve Change Order No. 2 for the 2025 Sewer Budget Utility Improvement Project Phase 1, to Insituform Technologies, LLC, a deduct in the amount of (\$125,805.60)

Council Action to be Taken: Approval of Resolution

Department Submitted: Engineering

Staff Contact:

Tyson Traw, Director of Engineering

1. PURPOSE / DESCRIPTION

This change order will modify the plan quantities to reflect the final in-place quantities. This change order also includes a point repair that was necessary to expose and repair a sanitary sewer main that runs through the MSU utility tunnel.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On August 19, 2025, the City Council awarded the 2025 Sewer Budget Utility Improvement Project Phase 1 to Insituform Technologies, LLC in the amount of \$1,144,111.00. The project is generally described as the trenchless rehabilitation of existing sanitary sewer lines, manholes, and associated work.

An accounting of the final in-place quantities has occurred now that construction of the project is complete. It was determined that the final in-place quantities are less than the originally estimated quantities, resulting in a final deductive change order.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends approval of Change Order No. 2.

5. FUNDING SOURCE

Water & Sewer Capital, Other Improvements: 5658170-77220.

6. TIMELINE

This project is complete, pending final payment upon approval of this change order.

7. ALTERNATIVE OPTIONS

The approval of this change order is necessary in order to issue final payment to the contractor and to closeout the project. There are no alternative options as this is a procedural requirement in the administration of the City's contract with Insituform Technologies, LLC.

8. ATTACHMENTS

1. 2025 Sewer BUIP Phase 1_Resolution_final
2. 2025 Sewer BUIP Ph 1 - Change Order No. 2 - signed

Resolution No. _____

Resolution authorizing the City Manager to approve Change Order No. 2 for the 2025 Sewer Budget Utility Improvement Project Phase 1, to Insituform Technologies, LLC, a deduct in the amount of (\$125,805.60)

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

WHEREAS, the City entered into a unit price contract with Insituform Technologies, LLC for the 2025 Sewer Budget Utility Improvement Project Phase 1; and,

WHEREAS, the City desires to formally adjust the contract price to be commensurate with the completed final in-place quantities.

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

City Manager is authorized to execute all documents necessary, in a form as approved by the City Attorney, to execute deductive Change Order No. 2 for the 2025 Sewer Budget Utility Improvement Project Phase 1 in the amount of (\$125,805.60).

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk

CITY OF WICHITA FALLS, TEXAS CONTRACT CHANGE ORDER FORM		CHANGE ORDER NO.:	2
		DATE:	4/27/2026
		AMOUNT OF CHANGE:	\$ (125,805.60)
PROJECT/CONTRACT: 2025 Sewer Budget Utility Improvement Project Phase 1, CWF25-565-10			
TO: Insituform Technologies, LLC , this Change Order, after approval by the Owner, will be your (Contractor) authority to make the following changes in the work under your contract:			
Description of Changes	Decrease in Contract	Increase in Contract	Total Change in Contract
This change order will modify the plan quantities to final in-place quantities. This change order also includes a point repair that was necessary to expose and repair a sanitary sewer main that runs through the MSU utility tunnel.			
Item 10: External reconnect (0'- 8' deep)	\$ -	\$ 2,000.00	\$ 2,000.00
Increased 1 EA at \$2,000.00 per EA for a final total of 12 EA			
Item 15: Install New 4' DIA manhole 0' - 6' deep	\$ 10,000.00	\$ -	\$ (10,000.00)
Decreased 1 EA at \$10,000.00 per EA for a final total of 3 EA			
Item 16: Extra depth 4' DIA manhole over 6' deep	\$ 1,800.00	\$ -	\$ (1,800.00)
Decreased 3 VF at \$600.00 per VF for a final total of 3 VF			
Item 18: New Manhole Frame and Cover	\$ 1,500.00	\$ -	\$ (1,500.00)
Decreased 1 EA at \$1,500.00 per EA for a final total of 3 EA			
Item 19: Install End-of-Line Cleanout	\$ 4,000.00	\$ -	\$ (4,000.00)
Decreased 1 EA at \$4,000.00 per EA for a final total of 2 EA			
Item 26: Extra hand excavation	\$ 500.00	\$ -	\$ (500.00)
Decreased 5 CY at \$100.00 per CY for a final total of 28 CY			
Item 27: Repair/Rehab 2" Asphalt pavement	\$ -	\$ 155.00	\$ 155.00
Increased 1 SY at \$155.00 per SY for a final total of 20 SY			
Item 28: Repair/Rehab 8" Flex base	\$ -	\$ 80.00	\$ 80.00
Increased 1 SY at \$80.00 per SY for a final total of 20 SY			
Item 29: Sod	\$ 4,950.00	\$ -	\$ (4,950.00)
Decreased 275 SY at \$18.00 per SY for a final total of 0 SY			
Item 30: Repair/Rehab chain link fence with new	\$ 880.00	\$ -	\$ (880.00)
Decreased 16 LF at \$55.00 per LF for a final total of 32 LF			
Item 31: Repair/Rehab wooden fence with new	\$ 2,160.00	\$ -	\$ (2,160.00)
Decreased 36 LF at \$60.00 per LF for a final total of 0 LF			
Item 32: Traffic Control - Residential	\$ -	\$ 1,000.00	\$ 1,000.00
Increased 4 Days at \$250.00 per Day for a final total of 19 Days			
Item 35: Chipping to widen opening in bottom of MH	\$ 1,450.00	\$ -	\$ (1,450.00)
Decreased 1 EA at \$1,450.00 per EA for a final total of 5 EA			
Item 36: Manhole Spray Rehab - Warren 301-14 Epoxy 250 mils	\$ 17,471.60	\$ -	\$ (17,471.60)
Decreased 251.39 SF at \$69.50 per SF for a final total of 8,884.61 SF			
Item 38: Setup for MH grouting or void filling	\$ 13,600.00	\$ -	\$ (13,600.00)
Decreased 17 EA at \$800.00 per EA for a final total of 0 EA			
Item 39: Injection grouting in MH	\$ 14,000.00	\$ -	\$ (14,000.00)
Decreased 40 GAL at \$350.00 per GAL for a final total of 0 GAL			

Item 42: Owner Contingency Allowance	\$ 50,000.00	\$ -	\$ (50,000.00)
Decreased 1 Allowance at \$50,000.00 per Allowance for a final total of 0 Allowance			
Item 45: 8" Clean and TV	\$ 14.00	\$ -	\$ (14.00)
Decreased 2 LF at \$7.00 per LF for a final total of 473 LF			
Item 46: Tuberculation Removal	\$ 3,840.00	\$ -	\$ (3,840.00)
Decreased 96 LF at \$40.00 per LF for a final total of 4 LF			
Item 49: 8" x 6.0mm	\$ 3,375.00	\$ -	\$ (3,375.00)
Decreased 75 LF at \$45.00 per LF for a final total of 400 LF			
Item 50: 6" - 12" CIPP Setup Charge Per Install Length	\$ 1,500.00	\$ -	\$ (1,500.00)
Decreased 75 LF at \$20.00 per LF for a final total of 400 LF			
Item 51: Internal Reconnects	\$ -	\$ 700.00	\$ 700.00
Increased 2 EA at \$350.00 per EA for a final total of 4 EA			
Item 53: 6" - 18" Post TV Inspection After Rehabilitation	\$ 300.00	\$ -	\$ (300.00)
Decreased 75 LF at \$4.00 per LF for a final total of 400 LF			
Item 54: Traffic Control - Lane Closure	\$ 3,750.00	\$ -	\$ (3,750.00)
Decreased 3 Days at \$1,250.00 per Day for a final total of 0 Days			
Item 55: Lighted Arrow Board (Per Arrow Board)	\$ 600.00	\$ -	\$ (600.00)
Decreased 3 Days at \$200.00 per Day for a final total of 0 Days			
Item 57: 8"-12" Point Repair (0'-8' deep) With Temp Surface at ADA Ramp and Sidewalk	\$ -	\$ 5,950.00	\$ 5,950.00
Increased 1 EA at \$5,950.00 per EA for a final total of 1 EA			
TOTAL	\$ 135,690.60	\$ 9,885.00	\$ (125,805.60)
AMOUNT OF ORIGINAL CONTRACT:			\$ 1,144,111.00
TOTAL AMOUNT OF THIS CHANGE ORDER:			\$ (125,805.60)
TOTAL AMOUNT OF PREVIOUS CHANGE ORDERS:			\$ 74,950.00
CONTRACT AMOUNT TO DATE:			\$ 1,093,255.40
The completion time under your contract will be extended by zero (0) days because of this change order making the revised completion date March 27, 2026.			
Accepted By Contractor: Insituform Technologies, LLC	Recommended By Arch/Eng: City of Wichita Falls	Approved By Owner: City of Wichita Falls	
By: <u>Craig Nolen</u>	By: <u>[Signature]</u>	By: _____	
Title: <u>Project Manager</u>	Title: <u>Asst. City Engineer</u>	Title: <u>City Manager</u>	
Date: <u>4-28-26</u>	Date: <u>5-06-26</u>	Date: _____	



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City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 9.b.

Agenda Item Name: Resolution authorizing the City Manager to execute the Chapter 380 Economic Development Agreement with Westlake Pipe & Fittings Corporation, for the expansion of manufacturing operations located at 3348 Industrial Drive; and authorizing expenditure of \$116,400 from the funds received from the property sale

Council Action to be Taken: Approval of Resolution

Department Submitted: Development Services

Staff Contact:

Fabian Medellin, Director of Development Services

1. PURPOSE / DESCRIPTION

Allow for the execution of a 380 agreement between the City and Westlake Pipe & Fittings Corporation.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Westlake Corporation's Westlake Pipe & Fittings is undertaking a major expansion of its Wichita Falls manufacturing campus with the construction of a new 200,000-square-foot molecular-oriented PVC (PVCO/PVC-O) pipe production facility at its site on Industrial Drive. The project is intended to expand U.S.-based production of advanced PVC-O water pipe products, which are designed for greater strength, durability, and efficiency in potable water systems. Westlake cited Wichita Falls' central U.S. location and existing workforce as major reasons for the \$100M+ investment. Local support from the WFEDC, Wichita County, and the Wichita Falls Chamber of Commerce helped secure the project. Construction is ongoing. This proposal is to provide a \$116,400 incentive to Westlake for the creation and retention of jobs, as well a commitment by the company to purchase portions Industrial Drive and Radio Rd to consolidate the campus.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends approval of the resolution.

5. FUNDING SOURCE

Funding from Industrial Drive and Radio Lane property sales.

6. TIMELINE

Three months following the execution of the supporting documents.

7. ALTERNATIVE OPTIONS

Industrial Drive remains a public right-of-way, limiting Westlake operations.

8. ATTACHMENTS

1. Industrial Drive and Radio Lane Exhibit
2. Resolution Westlake 380 Agreement

Exhibit 1

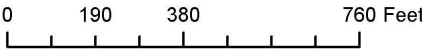


Industrial Drive & Radio Lane
Proposed Closure Map

CITY OF WICHITA FALLS, PLANNING DIVISION
MAP PRODUCED BY: Cedric Hu
DATE PRODUCED: 10 March 2025

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

- Legend**
- ROW to be Closed
 - Easements



Resolution No. _____

Resolution authorizing the City Manager to execute the Chapter 380 Economic Development Agreement with Westlake Pipe & Fittings Corporation, for the expansion of manufacturing operations located at 3348 Industrial Drive; and authorizing appropriation of \$116,400

WHEREAS, Westlake Pipe & Fittings Corporation has a desire to expand its business located at 3348 Industrial Drive; and,

WHEREAS, Westlake Pipe & Fittings Corporation finds it necessary, and City agrees, to the purchase of Industrial Drive for the expanded use of its operation; and,

WHEREAS, Westlake Pipe & Fittings Corporation is entering into an agreement with the City for the purchase of Industrial Drive and other real property in the amount of \$116,400 relating to the expansion of Westlake's expansion project; and,

WHEREAS, the City will provide \$116,400.00 to Westlake Pipe & Fittings Corporation for the completion of the project; and,

WHEREAS, Westlake Pipe & Fittings Corporation has a desire to expand its business located at 3348 Industrial Drive; and,

WHEREAS, the City finds that, upon successful completion, the Project will promote local economic development and result in stimulating business and commercial activity in the City limits as authorized in Texas Local Government Code, Chapter 380 (the "Act") and Article 3, Section 52-a of the Texas Constitution; and,

WHEREAS, the development of the Project in the city will protect and possibly create additional manufacturing and industrial primary jobs in the City by providing expanded manufacturing of construction materials and providing for the economic vitality of the City; and,

WHEREAS, pursuant to the Act, the City is willing to provide Owner with a program of economic development assistance as set forth herein, and Owner is willing to accept the terms and conditions stated in this Agreement; and

WHEREAS, the City has determined that granting economic development program incentives in accordance with this Agreement will further the objectives of the City, will benefit the City and the City's inhabitants, promote local economic development, and retain employment, business, and commercial activity in the City.

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

1. The City agrees to designate funds received of \$116,400 for the sole purpose of payments under this agreement.
2. Said Chapter 380 Economic Development Agreement with Westlake Pipe & Fittings Corporation for the economic incentive for the expansion of manufacturing operations located at 3348 Industrial Drive is hereby approved, and the City Manager is authorized to execute said 380 Agreement on behalf of the City of Wichita Falls, in a form as approved by the City Attorney.

PASSED AND APPROVED this the 19th day of May, 2026.

M A Y O R

ATTEST:

City Clerk



**City Council
May 19, 2026
Transmittal Letter**

STRATEGIC PILLAR

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

Agenda Item Number: 9.c.

Agenda Item Name: Resolution authorizing the City Manager to award a proposal for a unit price contract for the 2026 Water Budget Utility Improvement Project to Insituform Technologies, LLC in the amount of \$2,154,555.20

Council Action to be Taken: Approval of Resolution

Department Submitted: Engineering

Staff Contact:

Tyson Traw, Director of Engineering

1. PURPOSE / DESCRIPTION

The project will replace approximately 5,800 feet of existing 6-inch diameter cast iron water mains along West Wenonah Boulevard, Westerly Place, Pershing Drive, and 10th Street. The water distribution systems in these areas are composed of old cast iron pipes. The mains in this area are estimated to be over 80 years old and cause less desirable water quality, additional maintenance for staff, and unnecessary water loss.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Engineering staff sought and received a proposal from Insituform Technologies, LLC to replace the water main using a process called pipe bursting, which is a trenchless technology. Insituform Technologies, LLC is a utility rehabilitation company that has been selected through a competitive bidding process by the outside agency, BuyBoard.

The right-of-way in these areas is less than the current minimum city requirement of 50 feet. Other utilities are already present within the limited right-of-way and must be able to remain in service during construction. Therefore, the rehabilitation work will employ a pipe bursting technique, which will slip a new PVC pipe inside the void of the existing cast iron pipe.

3. BOARD REVIEW / CITIZEN INPUT

N/A

4. RECOMMENDATION

Staff recommends award of the contract to Insituform Technologies, LLC in the amount of \$2,154,555.20, based on unit price quantities.

5. FUNDING SOURCE

Water & Sewer Capital - Distribution Lines-Water: 5658170-77250.

6. TIMELINE

Construction of this project should be completed in approximately one hundred eighty (180) consecutive days from the Notice to Proceed.

7. ALTERNATIVE OPTIONS

The replacement of the existing cast iron water mains using more traditional methods like open cut trenching or directional boring were explored. However, the conflicts posed by the other utilities within the limited right-of-way made these methods less desirable.

There is an existing sanitary sewer main in the streets that is quite shallow and would need to be crossed several times if the new water main was to be installed in the street. Water and sewer lines have minimum separation distances that must be adhered to in accordance with the Texas Administrative Code (TAC). Additional casing for the water main as well as potential replacement of some of the sanitary sewer main and services would be required to achieve compliance with the TAC, at additional cost.

The ideal location for a new water main would be behind the curb on the other side of the street from the existing water main. Unfortunately, this option is not possible as existing gas lines are located in this area.

8. ATTACHMENTS

1. 2026 Water BUIP - Resolution_final
2. 2026 Water BUIP - Insituform Proposal
3. 2026 Water BUIP - Project Location Map

Resolution No. ____

Resolution authorizing the City Manager to award a proposal for a unit price for the 2026 Water Budget Utility Improvement Project to Insituform Technologies, LLC in the amount of \$2,154,555.20

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

WHEREAS, the City of Wichita Falls has adopted a budget to include funds for the replacement of water lines; and,

WHEREAS, the City of Wichita Falls has requested a BuyBoard Proposal from Insituform Technologies, LLC for the 2026 Water Budgeted Utility Improvement Project; and,

WHEREAS, it is found that the quote is reasonable and competitive, and Insituform Technologies, LLC is a responsible contractor who made a unit price proposal with an estimated total of \$2,154,555.20.

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

The City Manager, or their designee, is hereby authorized to execute a contract and any related documents necessary, in a form as approved by the City Attorney, to award a proposal for a unit price for the 2026 Water Budget Utility Improvement Project to Insituform Technologies, LLC in the amount of \$2,154,555.20.

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk

April 30, 2026

SF#: SO-00223067

Ms. Alex Sandstedt, EIT
City of Wichita Falls
1300 7th St.
Wichita Falls, TX 73601

Buyboard Proposal

**Project Name: City of Wichita Falls, TX – 2026 Water BUIP
Pipe Burst with Fusible PVC DR18**

INSITUFORM TECHNOLOGIES, LLC herein proposes to furnish a Proposal for all labor, materials, equipment, and services necessary to reconstruct the referenced project (as detailed in the project location maps and other information presented by the City of Wichita Falls) utilizing the Local Purchasing Cooperative Contract #730-24, administered through the BuyBoard.

ASSUMPTIONS AND QUALIFICATIONS

We have based this proposal on a wall thickness for the proposed Fusible PVC pipe shown in the price. The FPVC is rated at 235 psi and will be used for the water pipe burst segments. This is based on the best available information at the time of this proposal. The product is designed as a fully structural pipe for all external loading and internal pressure loading.

Services. All water service will be reconnected externally per the City of Wichita Falls requirements with a new water meter box and APEX piping.

Insituform Technologies, LLC will work with the City of Wichita Falls to make all practical attempts to notify the affected residents or businesses of this water and sewer line replacement project and the expected minor inconveniences.

The pricing in this proposal assumes that all Technical Specifications set forth by the BuyBoard will be strictly adhered to.

INSITUFORM TECHNOLOGIES, LLC will supply the City of Wichita Falls a 1-year Maintenance Bond and Certificate of Insurance, as required, following acceptance of this proposal.

City of Wichita Falls will supply the following for the water portion:

- Valve operation to isolate system to be rehabilitated.
- Bac-T testing as required for temporary water service lines and post installation of main lines.

Insituform will supply the following:

- All access pits at each end of the pipe segments to be rehabilitated and exposure of all service connections. Pits will be properly secured to OSHA standards.
- Fusing of FPVC pipe above ground prior to installation.
- Pipe bursting of existing lines after excavation pits and services are exposed.
- Reassembly of new system with Tees, Valves, and Hydrant assemblies to include a 90-degree anchor fitting. All products are domestic.
- Pressure testing of water mainlines prior to reconnections.
- Chlorination.
- Complete all restoration necessary after pipe bursting and open cut replacement.

Water shall be provided at no cost to Insituform Technologies, LLC for all construction phases of this project. Insituform Technologies, Inc. will follow all required deposit, backflow prevention, and metering procedures.

Special Notes:

1. The pricing in this proposal considers current material prices only. If material prices change prior to approval, or after the 30-day price guarantee, price adjustments may be necessary.
2. Project drawings were provided by the City of Wichita Falls. All quantities are estimates from above ground assessment of the project in conjunction with the drawings prior to establishing prices. The final invoice will reflect actual field quantities for all items to include any revisions of the drawings provided after today's date.
3. Concrete encasement, surrounding utility interference, or other sub surface conditions not anticipated at the time of this proposal will be considered changed conditions and may result in price adjustments by change order.
4. The City of Wichita Falls will be responsible for all permits and application fees as necessary.
5. Backfill to be completed with standard crushed rock, sand, or granular backfill.
6. Plywood has been included to cover all exposed pits and safety fence will be used.

PROPOSAL PRICING

See pricing attachment

PROPOSAL TERMS & CONDITIONS

Terms and Conditions from the Texas Statewide Cooperative Purchasing Contract are available upon request from the BuyBoard. Any changes to these conditions must be noted and agreed upon by both parties.

PROPOSAL INCLUSIONS

The prices stated in this proposal include:

1. Mobilization and demobilization.
2. Temporary water service and bypass.
3. FPVC SDR 18 pipe, fusion, and certified fusion technician.
4. Surface restoration and paving per details provided by Irving.
5. Pressure testing of water lines prior to reconnection and chlorination.
6. External reconnections.
7. Traffic control.
8. Confined space safe entry practices.
9. One-year standard construction warranty and Maintenance Bond.
10. Certificate of insurance with standard coverage.

PROPOSAL EXCLUSIONS

Not included in the prices stated in this estimate are costs associated with the items listed below. These items, if needed or found to be applicable, would be provided by **INSITUFORM TECHNOLOGIES, LLC** at your additional cost; or would be furnished by others, at your direction, at no cost to **INSITUFORM TECHNOLOGIES, LLC**:

- a) Manual operation of any valves to isolate the system.
- b) Water from fire hydrants within a convenient distance from each cleaning and inversion site location.
- c) *If any hazardous or toxic materials are encountered during the project, the Owner will be responsible for the removal and disposal of the materials.*
- d) Bac-T testing for temporary water service and post installation.
- e) Project permits and/or local licenses.
- f) State and local sales and/or use taxes on the value of the project. If you are exempt, please submit the appropriate documentation. Additional premiums for special insurance coverage(s) demanded by you or other parties particular to this project.

PROPOSAL PRICING

Item	Description	QTY	Unit	Unit Price	Total
1	Travel and Mobilization	1	EA	\$ 70,000.00	\$ 70,000.00
2	Burst Existing 6" to 6" FPVC DR18 C-900 (0'-8' deep)	5126	LF	\$ 170.00	\$ 871,420.00
3	4" - 12" Pipeburst Setup Charge Per Install Length	5126	LF	\$ 10.00	\$ 51,260.00
4	Copperhead Tracer Wire System for Mainline Only	5126	LF	\$ 7.50	\$ 38,445.00
5	Access Pit for Pipe Bursting Installation (0'-8' deep)	17	EA	\$ 3,400.00	\$ 57,800.00
6	Potholing for Nearby Utility Location (0'-8' deep)	17	EA	\$ 1,000.00	\$ 17,000.00
7	Trench Safety	748	LF	\$ 15.00	\$ 11,220.00
8	4" Gate Valve and Box	1	EA	\$ 2,250.00	\$ 2,250.00
9	6" Gate Valve and Box	24	EA	\$ 2,800.00	\$ 67,200.00
10	6" 22 or 45 Degree Bend	6	EA	\$ 1,700.00	\$ 10,200.00
11	Cut, Block, and Connect to Existing Water Main	6	EA	\$ 4,250.00	\$ 25,500.00
12	Install 6" Tee	8	EA	\$ 3,950.00	\$ 31,600.00
13	3/4" Water Service with Meter Box (Short)	66	EA	\$ 3,100.00	\$ 204,600.00
14	3/4" Water Service with Meter Box (Long)	50	EA	\$ 3,875.00	\$ 193,750.00
15	1" Water Service with Meter Box (Short)	1	EA	\$ 3,500.00	\$ 3,500.00
16	1" Water Service with Meter Box (Long)	1	EA	\$ 4,300.00	\$ 4,300.00
17	2" Water Service with Meter Box (Long)	1	EA	\$ 5,250.00	\$ 5,250.00
18	Remove Existing Fire Hydrant	10	EA	\$ 1,150.00	\$ 11,500.00
19	Install Fire Hydrant Assembly	10	EA	\$ 10,000.00	\$ 100,000.00
20	Remove Existing Gate Valve	20	EA	\$ 500.00	\$ 10,000.00
21	Ductile Iron Fittings	4458	LB	\$ 12.15	\$ 54,164.70
22	Granular Backfill	250	Ton	\$ 75.00	\$ 18,750.00
23	Brace & Hold Power Line Pole in Place for Excavation Safety	1	EA	\$ 4,700.00	\$ 4,700.00
24	Erosion Control Measures- Does Not Include Providing SWPPP Plan or Booklet	1	LS	\$ 6,800.00	\$ 6,800.00
25	Repair/Rehab 2" Asphalt pavement- Type D	48	SY	\$ 155.00	\$ 7,440.00
26	Repair/Rehab 6" Asphalt pavement- Type B Binder with Tack Coat	48	SY	\$ 195.00	\$ 9,360.00
27	Repair/Rehab 8" Flex base	30	SY	\$ 74.00	\$ 2,220.00
28	Repair/Rehab 6" Gravel/Base Driveway	385	SF	\$ 12.50	\$ 4,812.50
29	Repair/Rehab 6" Concrete Driveway Paving	700	SF	\$ 34.00	\$ 23,800.00
30	Repair/Rehab 8" Concrete Street Paving	22	SY	\$ 350.00	\$ 7,700.00
31	Repair/Rehab Concrete curb and gutter	200	LF	\$ 75.00	\$ 15,000.00
32	Sod	1000	SY	\$ 18.00	\$ 18,000.00
33	Repair/Rehab 5' Tall Decorative steel fence	18	LF	\$ 50.00	\$ 900.00
34	Repair/Rehab 4' Tall Chain Link fence	24	LF	\$ 30.00	\$ 720.00
35	Set up Bypass of Mainline- Size 2"-4" AWWA Approved Bypass	5126	LF	\$ 5.50	\$ 28,193.00
36	Connection of Each Service from 2"-4" AWWA Approved Bypass	119	EA	\$ 450.00	\$ 53,550.00
37	Operation 2"-4" AWWA Approved Bypass	95	Day	\$ 210.00	\$ 19,950.00
38	Traffic control	135	Day	\$ 200.00	\$ 27,000.00
39	Flagmen	256	HR	\$ 75.00	\$ 19,200.00
40	Owner Contingency Allowance	1	Allowance	\$ -	\$ -
41	Bond & Insurance	1	LS	\$ 45,500.00	\$ 45,500.00
				Total	\$ 2,154,555.20

PROPOSAL TERMS AND CONDITIONS

- a) Limits of Liability. In consideration of **INSITUFORM TECHNOLOGIES, LLC's** agreement to maintain no less than \$5,000,000 of comprehensive general liability insurance in the form required by the Contract, **INSITUFORM TECHNOLOGIES, LLC's** liability to the Owner for any matter covered by such insurance will be limited to the extent of such insurance and the Owner will indemnify and hold **INSITUFORM TECHNOLOGIES, LLC** harmless from any third party claims covered by such insurance to the extent such claims exceed the limits of such insurance. Neither party shall be liable to the other for consequential damage relating to the contract. In case of conflict between this provision and any other provision in the Contract as ultimately executed, this provision shall govern and prevail.
- b) LIMITED WARRANTY. IN LIEU OF ALL OTHER EXPRESSED, IMPLIED AND/OR STATUTORY WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, CONTRACTOR AGREES TO CORRECT ANY DEFECTS IN THE MATERIALS OR SERVICES PROVIDED BY CONTRACTOR WHICH ARE BROUGHT TO THE ATTENTION OF CONTRACTOR WITHIN ONE YEAR FOLLOWING COMPLETION OF CONTRACTOR'S WORK, PROVIDED OWNER AFFORDS CONTRACTOR SUITABLE ACCESS AND WORKING CONDITIONS TO ACCOMPLISH SUCH CORRECTION.

- c) PROPOSAL SUBJECT TO NEGOTIATION OF OTHER STANDARD TERMS OF AGREEMENT. This proposal is subject to the agreement of the parties on other terms and conditions as are customary in contracts of this nature.
- d) Payments are due at net within thirty days of invoice. Final payment is due within thirty days of completion of the project.
- e) Monthly progress partial payments may be requested for the value of work in progress or completed, including materials secured and on site.

OFFERED BY:

ACCEPTED BY:

INSITUFORM TECHNOLOGIES, LLC

Timothy R. Peterie

TIMOTHY R. PETERIE
COMMERCIAL MANAGER – SW REGION

REVIEWED BY:
ANDY OZMENT
AREA MANAGER

cc: Shanice Robinson, PE
Ben Hawkins
Criag Nolen

SIGNATURE

DATE

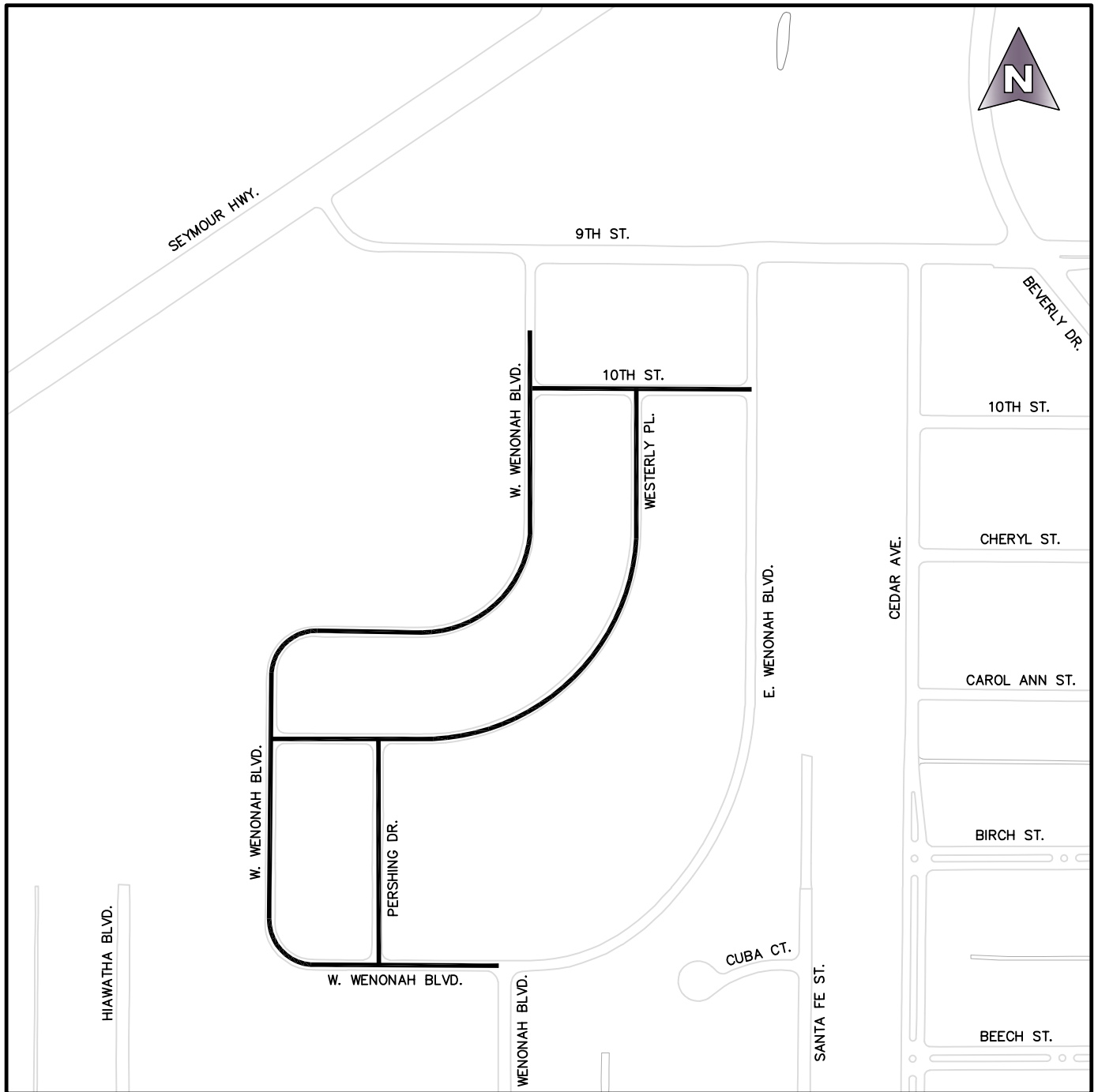
NAME

TITLE

ORGANIZATION

This accepted proposal constitutes a formal agreement. If you initiate a purchase order or other document, it will not be acknowledged without this proposal being referenced or as an attachment.

2026 WATER BUDGETED UTILITY IMPROVEMENT PROJECT CWF26-565-03



W. WENONAH BLVD.
10TH ST.
WESTERLY PL.
PERSHING DR.

NOT TO SCALE



STRATEGIC PILLAR

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

City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 9.d.

Agenda Item Name: Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$300,000 to Cobra Kai Flight Academy, LLC dba Aerospace N3xt, LLC, to assist in facilitating initial pilot training for the United States Air Force at Kickapoo Airport in Wichita Falls

Council Action to be Taken: Approval of Resolution

Department Submitted: City Manager

Staff Contact:

Paul Menzies, Assistant City Manager

1. PURPOSE / DESCRIPTION

Consider ratifying the WFEDC's approval of a \$300,000 forgivable loan to the company to support initial flight training for USAF pilots

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Aerospace N3xt, LLC, which has operated in Wichita Falls since 2012, plans to expand its operations in partnership with the U.S. Air Force by launching an initial flight training program for future USAF pilots at Kickapoo Airport. The program would fill the gap left after the closure of a similar training program in Pueblo, Colorado, providing the first 33 hours of pilot training for students who will later continue advanced training at Sheppard Air Force Base. The \$15 million project includes a 10,000-square-foot expansion for classrooms and hangar space, leased aircraft, retention of the company's current two employees, and the addition of 10 new full-time positions with average salaries of \$65,000.

To support the project, the company has requested, and the WFEDC Board has

approved a \$300,000 forgivable loan from the Wichita Falls Economic Development Corporation, to be paid over two years and forgiven after five years if employment benchmarks are met, including maintaining current staff and reaching a total of 12 full-time employees by the end of the first year.

3. BOARD REVIEW / CITIZEN INPUT

On April 29, 2026, the WFEDC Board considered and approved the project

4. RECOMMENDATION

The WFEDC, Forward WF, and city staff recommend approval

5. FUNDING SOURCE

WFEDC 4A Sales Tax Revenue \$300,000
4A-Contract-Aerospace N3xt (7329605-73460)

6. TIMELINE

7. ALTERNATIVE OPTIONS

The potential of initial USAF pilot training, including those pilots at SAFB, being conducted at another location outside of Wichita Falls

8. ATTACHMENTS

1. WFEDC Project Summary from 04292026
2. Res. WFEDC Aerospace N3xt Agreement

WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION
PROJECT SUMMARY
March 26, 2026

SUBJECT: Project Initial Flight School

INITIATED BY: Moriah Williams

Overview:

Aerospace N3xt, LLC has been in business in Wichita Falls since 2012. They currently employ 2 full-time employees. In partnership with the US Air Force, Aerospace N3xt has identified the need to expand its operations to include a flight school program to train USAF Pilots in their initial flight training. This was previously done in Pueblo, Colorado and the program has since ceased to exist, therefore creating a void in training. The program will train the first 33 hours of flight school for future Sheppard Air Force Base US Air Force Pilot Training students, where they will then move on to train as USAF Pilots. The expansion will require classroom space, expanded hangar space, leased aircraft, and 10 new full-time employees paid an average annual salary of \$65,000. Aerospace N3xt has negotiated and agreed to a training contract with the US Air Force to produce the initial flight school. The total investment for the project is \$15M with \$2M buildings and infrastructure.

The Project:

10,000 square feet expansion to include classroom space will be added to the existing footprint of the leased building at Kickapoo Airport, retention of all existing full-time employees (2), and creating 10 new full-time positions.

Local Incentive Proposal:

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

Forgivable loan in the amount of \$300,000 paid out over two years and forgiven after 5 years. If benchmarks are met, forgiveness will be granted by retaining all existing employees and by adding 10 new full-time positions for a total of 12 full-time positions by the end of year 1.

Recommendation:

We recommend that a forgivable loan be paid out to Aerospace N3xt, LLC in the total amount of \$300,000, paid out to the company over two years, with proof of investment, and executed contract with USAF and forgiven over 5 years for retaining all current employees and hiring 10 new full-time employees.

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Economic Development Corporation (WFEDC, 4A) by authorizing funding up to \$300,000 to Cobra Kai Flight Academy, LLC dba Aerospace N3xt, LLC to assist in facilitating initial pilot training for the United States Air Force at Kickapoo Airport in Wichita Falls

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

WHEREAS, on April 29, 2026, the Wichita Falls Economic Development Corporation's Board of Directors approved the project.

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

The Cobra Kai Flight Academy, LLC dba Aerospace N3xt, LLC project described above of the Wichita Falls Economic Development Corporation is hereby approved.

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk



STRATEGIC PILLAR

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

City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 9.e.

Agenda Item Name: Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by authorizing funding up to \$360,000 to Miniature Wonders to support their planned destination and tourism project in Kiwanis Park

Council Action to be Taken: Approval of Resolution

Department Submitted: City Manager

Staff Contact:

Paul Menzies, Assistant City Manager

1. PURPOSE / DESCRIPTION

Ratification of the 4B Boards approval of up to \$360,000 to the organization for perimeter fencing at the project site in Kiwanis Park on Southwest Parkway

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The Miniature Wonders Project is a proposed nonprofit attraction that would convert a portion of Kiwanis Park into a walkable outdoor exhibit featuring detailed 1:25-scale miniature models of local landmarks and famous sites from around the world. Intended as a family-oriented educational and tourism destination, the project would use advanced 3D printing and design technology to create an interactive experience that promotes community identity while supporting increased visitation and economic activity. The project's opening timeline is dependent on fundraising and phased implementation. Last year, the City Council approved a long-term lease for a 15-acre site adjacent to Southwest Parkway within Kiwanis Park.

The 4B approved funding assistance for the \$360,000 low bid for perimeter fencing.

3. BOARD REVIEW / CITIZEN INPUT

On April 2, 2026 the Board conducted a public hearing and tabled the request until May 7, 2026. On May 7, the Board approved the noted funding for the perimeter fencing.

4. RECOMMENDATION

The 4B Board and staff recommend approval

5. FUNDING SOURCE

4B Sales Tax Corporation - Sales Tax Revenue \$360,000

4B-Contract-Miniature Wonders (7349655-73461)

6. TIMELINE

7. ALTERNATIVE OPTIONS

Potential delayed start to the project and/or a lesser quality fencing project

8. ATTACHMENTS

1. Agenda Summary from 4B 05072026
2. WFSTC Miniature Wonders Agreement

Wichita Falls Type B Sales Tax Corporation
May 7, 2026

ITEM/SUBJECT: Funding requests for May 7, 2026 meeting

ATTACHMENTS:

1. Email follow-up from 4/2/2026
2. Financial Plan/4-year budget (submitted 4/29/2026)
3. Park Comparisons (submitted 5/1/2026)
4. Board materials from 4/2/2026

-
- Item 4 – Funding request from Amount Requested: \$535,000.

Update: The Board tabled the request on April 2 in order for the organization to provide additional information including an operational budget, which is attached below.

Also included are the materials submitted for the April 2 meeting for reference.

Wichita Falls Type B Sales Tax Corporation
April 2, 2026

ITEM/SUBJECT: Funding requests for April 2, 2026 meeting

ATTACHMENTS: See below

- Item 4 – Funding request from Amount Requested: \$575,000.

The Miniature Wonders Project is a planned nonprofit attraction that will transform part of Kiwanis Park into a walkable outdoor exhibit of detailed 1:25-scale miniature models, showcasing local landmarks alongside iconic sites from around the world. Designed as a family-friendly, educational, and tourism-focused destination, the project uses advanced 3D printing and design to create an interactive experience that promotes community identity while aiming to boost visitation and economic activity, with an anticipated opening dependent on fundraising and phased development. The City Council last year approved a long-term lease with the organization for a 15-acre site adjacent to SW Pkwy in Kiwanis Park.

The request of the organization includes funding to support (1) the low bid on fencing of \$360,000, and (2) the City's estimated cost for the organization to extend water and sewer services from their current locations in Kiwanis Park to the on-site visitor center.

Attached includes the organization's request, fence quotes, and the project's overall budget as provided by the organization.

The organization will be in attendance and plans to have both a presentation and show exhibits that will be on display at the site.



Paul Menzies <paul.menzies@wichitafallstx.gov>

4B

1 message

dlawf@me.com <dlawf@me.com>

Tue, Mar 10, 2026 at 12:30 PM

To: Kalee Robinson <kalee.robinson@wichitafallstx.gov>, "paul.menzies@wichitafallstx.gov" <paul.menzies@wichitafallstx.gov>

Dear Paul and Kalee,

I hope you are both well.

I am writing to formally request placement on the agenda for the next Wichita Falls 4B Board meeting to present a funding proposal for foundational safety infrastructure at Miniature Wonders.

Miniature Wonders is prepared to move into full exhibit installation and public activation. The final prerequisite to responsibly opening and setting permanent exhibits is the installation of a 7–8 foot commercial-grade steel perimeter safety fence with concrete-set structural posts surrounding the 14.93-acre site.

With this foundational safety fence in place, we can immediately begin setting our major exhibits, including the Eiffel Tower and Mount Rushmore installations, as well as the large-scale 3D-printed exhibits planned across all four themed sections: Wichita Falls, USA, Texas, and World. The fence enables secure placement of these capital assets, safe public access, train operations, and controlled entry for ticketing and events.

We have obtained multiple commercial bids ranging from approximately \$360,000 to \$515,000, reflecting permanent public-venue construction standards.

We respectfully request the opportunity to present this infrastructure proposal to the Board and discuss potential partnership options that will allow Miniature Wonders to transition from construction phase to operational tourism asset.

Please let us know the next available meeting date and any materials required in advance of submission.

Thank you for your time and consideration.

Sincerely,

Donna Adams
President
Miniature Wonders

(940) 782-1444



fence quotes.pdf

756K

	MINIATURE WONDERS				
	Kiwanis Park Development Budget				
	As of March 17, 2026				
DESCRIPTION	COMMENTS	COST		SPENT TO DATE	
SITE ACQUISITION & PLANNING					
Annual Site Lease	35 Year lease with COWF	1		1	
Building & Zoning Permits		2,500			
Survey & Architect		20,000		6,655	
Legal & Other Professional		5,000		1,780	
Liability & Casualty Insurance		12,000		3,362	
SUBTOTAL			39,501		11,798
INFRASTRUCTURE					
Sewer & Water Extensions	Estimated Cost per COWF	175,000			
Sewer, Water, Electric Connections		15,000			
Security Fence	3,915 L.F. Iron fence 7' tall - 3 bids to date	500,000			
Parking Lot	60 spaces, entry, exit and curbs @ \$7/s.f.	377,500			
Park Access Road Repair		250,000			
Parking & Entry Area Landscaping		100,000			
Sidewalks	From Parking to Welcome Center @ \$7/s.f.	18,400			
SUBTOTAL			1,435,900		0
PHASE 1 CONSTRUCTION					
Welcome Center/Restrooms	1200 s.f. metal building @ \$160/s.f.	192,000			
Education & Printing Center	Prefab building to be located on site	28,000		4,250	
Signage		10,000			
Maintenance Shed	300 s.f. metal building @ \$80/s.f.	24,000			
Neoclassical Gazebo & Garden		80,000			
General Landscaping	15 acre park	250,000			
SUBTOTAL			584,000		4,250
PHASE 2 CONSTRUCTION					
Primary Park Concrete Walkways	7,000 L.F. - 5' wide @ \$7/s.f.	245,000			
Secondary Park Concrete Walkways	12,000 L.F. - 3' wide @ \$7/s.f.	252,000			
Trackless Train Concrete Path	3,300 L.F. - 6' wide @ \$7/s.f.	138,600			
Train Tunnel & Storage	720 s.f. metal structure @ \$80/s.f.	57,600			
Park Benches	24 Teak wood benches @ \$1,500/ea.	36,000			
Shade Coverings	as deemed necessary	50,000			
SUBTOTAL			779,200		0
EXHIBIT PRODUCTION	300 planned exhibits - average cost of \$14,297				
Non 3D Printed Exhibits (approx. 20)	Eiffel Tower, Lady Liberty, Mt. Rushmore, etc	400,000		29,050	
Train & Passenger Cars	Engine and 4 passenger cars	85,000		22,553	
Printed Fence Panels	50 each @ \$500	25,000		3,500	

Oil & Gas History Wall	30' x 6' engraved granite wall	75,000		15,000	
1979 Tornado Memorial Wall	30' x 6' engraved granite wall	75,000		15,000	
Computers, Printers & Software	3D printers and support equipment	350,000		73,964	
3D Printing Supplies & Paint	average of \$9,200 per exhibit	2,760,000		28,303	
Exhibit Signage	\$150 per exhibit	45,000			
Diorama Staging	backdrops, accents (\$500/exhibit)	150,000			
Exhibit Foundations	average cost of \$300 per exhibit	90,000			
Computer Animated Drawings (CADs)	average cost of \$1,800 per exhibit	540,000		5,820	
Production Space Rental		3,500		1,675	
Labor	3 employees for 1 year (includes tax burden)	115,000			
Utilities	10 printers operating 24hr/day for 1 year	35,000		975	
SUBTOTAL			4,748,500		195,840
PHASE 3 CONSTRUCTION					
Event Center w/ Wraparound Porch	40' x 80' metal building @ 140/s.f.	448,000			
Event Pavilion	40' x 80' covered concrete patio	128,000			
Amphitheater	T.B.D.	500,000			
SUBTOTAL			1,076,000		0
CONSTRUCTION SUBTOTAL			8,663,101		211,888
DESCRIPTION	COMMENTS	COST		SPENT TO DATE	
MISC & CONTINGENCY					
General expenses and misc supplies		25,000		2,192	
Telephone, Internet, Website		15,000		3,522	
Initial Promotion		30,000			
Freight	majority of freight expense is for train	10,000		370	
Contingency & Contractor fees	10% of Infrastructure & Cnstr. Phases 1,2,3	387,510			
SUBTOTAL			467,510		6,084
GRAND TOTAL			9,130,611		217,972

**Prepared For**

Donna Adams
Southwest Pky
(940) 782-1444

Pro Insulation and Fence

5142 Lakeshore Dr
Wichita Falls, Tx 76310
Phone: (940) 882-9476
Email: damian.mount@gmail.com
Web: www.proinsulationandfence.com

Estimate #666 Date 03/03/2026

Expiration Date 03/10/2026

PO #Mini Wonders

Description**Total**

00 Fence services \$386,110.00

7 ft tall curved top. Powdered coating black.

**** BASE PRICE without contingency added****

Fortress. 82Hx90.5L inches

20-year warranty

Full commercial panels

Rail Dimensions: 1-9/16" (40mm) x 1-3/16" (30mm)

Picket Size: 3/4" (19mm)

Air Space (Picket Spacing): 3-15/16" (100mm)

Rackability: Up to 30" (762mm) for slopes

Material/Finish: Pre-galvanized steel with E-coat and architectural grade powder coat for corrosion resistance.

Curve top post caps. With spears on post caps.

Tamper-resistant fasteners are included with this fence.

3 inch sq 11 ga commercial grade post

Set in 12-inch diameter holes 3 ft in the ground

An estimated 30 yards of concrete

****This fence will not meet the American Act**" Import version fence

*****Prices not included in the main total.*****

One single swing gate with hardware, Detex 40. Push to exit.

4 ft wide, 7ft tall. (One unit price)

\$1500.00. With post-and-hinges, a standard gate latch.

(one unit price)

Detex 40 panic bar with shield

Push to exit. Keyed lock to enter

\$950.00.

Just to let you know, these are standard, non-self-closing hinges being priced out.***

I can price self-closing hinges; it takes 3 barrel hinges per gate leaf on single-swing gates. Hydraulic, and they cost roughly \$200 a hinge, but they will last forever.

True close by D&D Technologies

R-108

Have installed 15 of these at surrounding schools for their standard walk gates with panic bars.

For example, a single swing gate would require three hinges at \$200 per hinge.

I can pull the specification sheet for your review if you so wish

Tax-exempt status account

The manufacturer will require a full deposit before shipping materials. We can obtain an email stating that the distributor has paid for the materials. All materials can be stored off-site or on-site, with pictures.

We will also inspect all panels while unloading some do get damaged during freight from time to time.

Lead times from manufacturing to delivery are estimated at 12 to 14 weeks.

00 Fence services

\$38,611.00

Since the manufacturer is only giving a 7-day term. We are adding a 10% contingency to the total cost of the fence to cover any other items or pricing changes that may need to be made before a decision is made on the project.

Anything over the 10% budget will have to be reviewed at that time.

The contingency cost will be added. To the line item in this section

We can then rework the total amount to match what you're looking for after the 4B meeting, once everything looks satisfactory to you.

Subtotal	\$424,721.
Total	00
	\$424,721.0

Prices are subject to change due to market volatility. **0**
We require deposit to lock in the job as well as materials.
Specialty order items are non-refundable. If payment by credit card a 3.5 percent fee is added to total of job amount. Not responsible for damage to underground utilities , water, sewage, fiber optics or electrical. Private or Public.



McCarley Enterprises
940-639-3432
407 Little Lease Rd.
Holliday, TX 76366

Prepared For
Donna Adams

Estimate Date
11/06/2025

Estimate Number
00127

Reference
3900 linear feet of
fencing with concrete
footer.

Description	Rate	Qty	Line Total
Fencing Materials 8ft Fortress fence panels.	\$318,813.36 +TAX Exempt	1	\$318,813.36
POST setting w/concrete	\$120,900.00 +TAX Exempt	1	\$120,900.00
Prostar rental / Monthly rate	\$3,060.00 +TAX Exempt	1	\$3,060.00
Labor to build &install	\$53,000.00	1	\$53,000.00
Unexpected expenses Note,attimeofcompletion. If not used will be taken off final Invoice.	\$10,000.00	1	\$10,000.00
FREIGHT	\$2,300.00	1	\$2,300.00
Subtotal			508,073.36
TAX Exempt (0%)			0.00
Estimate Total (USD)			\$508,073.36

Notes

Fortress fence panels are high- quality, pre assembled & reachable steel fencing. Designed for durability, security. Fortress fencing will include a powder-coated finish for long lasting protection against weather and UV rays. Suitable for residential, commercial or industrial applications. Note - all fence panels will be installed with theft deterrent screws.

Terms

Make all checks payable to MCCARELY ENTERPRISES, LLC. If you have any questions concerning estimate, contact: Dylan McCarley at 940*636-3432.



Miniature Wonders Fencing Quote

The Burn Shop
815 Ohio Ave
Wichita Falls, TX 76301
(940)631-6117
keith@theburnshopwfw.com

Donna Adams (Miniature Wonders)

The Burn Shop will design, fabricate, paint, and install fencing around the Miniature Wonders project located at Kiwanis Park for **\$360,000**. Based on preliminary drawings, and previously discussed 25' offsets, we have determined a need for 2,880 linear feet of fencing. We will dig post holes, and pour a 10"-12" footer for all fencing. All posts will be 2"x 11 gauge square tubing, and corner posts will be 3"x11 gauge square tubing and sunk 24" minimum into the ground. All posts will be 8' apart on center. All panels will be 8' tall with three (3) horizontal 1.5" square tubing runners and 3/4" pickets set at 4" on center apart. The top 18"-24" of all pickets will be bent outward 30 degrees to deter climbing. Caps/finials for all square tubing posts and pickets will be chosen at a later date, but have been included in this quote. All panels will be welded into place on location and paint will consist of a high-gloss, black, 2 part epoxy that will be sprayed on at the completion of installation. Our anticipated lead time for completion of this project is 6-8 months. This quote includes up to three (3) walk-through gates, but does not include pricing for a main entrance gate (if desired). This quote assumes that there are no obstructions (ie trees, large rocks) to the layout of the fencing. We will require a 50% deposit **(\$180,000)**, to begin, and 25% **(\$90,000)**, due at 50% completion of fabrication. The remaining balance **(\$90,000)** will be due at the completion of the project. This quote is good for 45 days from January 5, 2026. If you have any other question about this project, please feel free to contact us. Thank you for your consideration, and we look forward to working with you on this project.

Keith Wineinger
Owner - The Burn Shop



Paul Menzies <paul.menzies@wichitafallstx.gov>

Miniature Wonders - Utility Service Cost

1 message

Tyson Traw <tyson.traw@wichitafallstx.gov>
To: Paul Menzies <paul.menzies@wichitafallstx.gov>

Tue, Mar 3, 2026 at 3:48 PM

Paul,

While we do not have a firm location on the proposed buildings or required water/sewer capacity, we believe a reasonable estimate for bringing water & sewer utilities to site would be \$175k.

Tyson Traw, P.E.
Director of Engineering
City of Wichita Falls
O: 940-761-7477

How are we doing? Let us know. [Click here to take a survey.](#)



Paul Menzies <paul.menzies@wichitafallstx.gov>

Re: 4B Request - Follow up

1 message

Paul Menzies <paul.menzies@wichitafallstx.gov>

Thu, Apr 2, 2026 at 5:45 PM

To: Donna Adams <dlawf@me.com>, brethaneslawfirm@att.net

Cc: Kalee Robinson <kalee.robinson@wichitafallstx.gov>

Bcc: Blake.Jurecek@wichitafallstx.gov

Good afternoon once again...and great job this afternoon.

As you heard, the Board voted unanimously to table the request until at least the May 7 meeting (put that on your calendars).

They also asked for you to prepare in advance of the next meeting a couple of items they both feel is necessary for their enhanced level of comfort and, as importantly, going forward with your fundraising efforts:

- **Operational Budget** - A budget separate from the capital budget/campaign as to the plan for annual revenue, attendance, etc...to the end of a self-sustaining operation that can also add and maintain the grounds and exhibits;
- **Sustainability Plan** - Separate from above, a general outline of how the organization will sustain itself and the private operation of the facility, particularly once the founding members begin to cycle off. Effectively, the best case scenario for this destination project is for it to remain in private hands for the long-term.

Additionally, I would anticipate that approval by the Board of your current funding request (supported by the items above) would be tied to substantiating other commitments of at least \$4.0M towards the project. This of course could include costs incurred and funds spend to date. In short, there's a possibility that approval of your request at the next meeting could occur, but future conveyance of those funds from the 4B Corp would be subject to the mentioned fundraising threshold. As we previously discussed, this isn't unusual and is similar to how the Board funded a portion of the recent RiverBend Nature Center renovation.

Let me know if you have any questions, but let's certainly plan to meet again before the end of the month.

Best,

PM

On Feb 28, 2026, at 9:06 AM, Donna Adams <dlawf@me.com> wrote:

Dear Paul and Kalee,

I hope you are both well.

I am writing to formally request placement on the agenda for the next Wichita Falls 4B Board meeting to present a funding proposal for foundational safety infrastructure at Miniature Wonders.

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permanent public-venue construction standards.

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Please let us know the next available meeting date and any materials required in advance of submission.

Thank you for your time and consideration.

Sincerely,

Donna Adams
President
Miniature Wonders
(940) 782-1444

Sent from my iPhone

MINIATURE WONDERS | Financial Summary Dashboard

Key financial metrics pulled from 4-Year Budget sheet

Metric	FY2027	FY2028	FY2029	FY2030	3-Yr CAGR	Target / Note
REVENUE						
Total Visitors	80,000	88,000	93,000	98,000	7.0%	Targeted growth
Total Admissions	\$900,000	\$990,000	\$1,103,000	\$1,197,900	10.0%	\$14/\$9/\$0
Food & Beverage	\$160,000	\$264,000	\$279,000	\$392,000	34.8%	Per-cap: \$2→\$4.00
Merchandise	\$240,000	\$352,000	\$372,000	\$490,000	26.9%	Per-cap: \$3→\$5.00
Facility Rentals	\$36,000	\$60,000	\$75,000	\$90,000	35.7%	24→60 events
Grants & Contributions	\$150,000	\$200,000	\$260,000	\$320,000	28.7%	\$150K→\$320K
Memberships / Passes	-	\$30,000	\$60,000	\$90,000	-	New FY2028
TOTAL REVENUE	\$1,486,000	\$1,896,000	\$2,149,000	\$2,579,000	20.2%	

KEY EXPENSES

Marketing & Advertising (10%)	\$148,600	\$189,600	\$214,900	\$257,990	20.2%	Board-mandated 10% of rev
Total Labor (wages+PT+taxes)	\$354,000	\$365,800	\$378,013	\$390,656	3.3%	Target: <25% of revenue
Grounds Maintenance	\$150,000	\$154,500	\$159,135	\$163,909	3.0%	Largest non-labor cost
Total Operating Expenses	\$652,600	\$917,572	\$1,011,921	\$1,101,739	19.1%	

FINANCIAL RESULTS

Gross Profit	\$1,322,000	\$1,645,200	\$1,883,950	\$2,222,200	18.9%	Before Operating Expenses
EBIT	\$467,963	\$727,628	\$872,029	\$1,120,461	33.8%	Gross Profit minus OpEX
NET OPERATING INCOME	\$477,963	\$737,628	\$882,029	\$1,130,461	33.2%	Includes Depr. add back

MARGINS

Gross Profit Margin	89.0%	86.8%	87.7%	86.1%	-
NOI Margin	32.2%	38.9%	41.0%	43.8%	-

RESERVES (Cumulative)

Operating Reserve	\$137,500	\$275,000	\$412,500	\$550,000	-	Target: \$340K by FY2030
Capital Reserve	\$50,000	\$100,000	\$150,000	\$200,000	-	Target: \$200K by FY2030
Emergency Contingency	\$30,000	\$60,000	\$90,000	\$120,000	-	Target: \$120K by FY2030
TOTAL RESERVES	\$217,500	\$435,000	\$652,500	\$870,000	-	Target: \$660K+ by FY2030

MINIATURE WONDERS — Budget Assumptions

Blue = hardcoded input | All projections derived from FY2027 actual budget + sustainability plan targets

VISITOR ASSUMPTIONS			
FY2027 Total Visitors	80,000		Actual budget baseline
FY2028 Total Visitors	88,000		10% growth per sustainability plan
FY2029 Total Visitors	93,000		~5.7% growth
FY2030 Total Visitors	98,000		~5.4% growth
Adult % of visitors	56.3%		45K/80K in FY2027 baseline
Child % of visitors	37.5%		30K/80K in FY2027 baseline
Infant % of visitors	6.3%		5K/80K in FY2027 baseline
Adult ticket price	14		FY2027–2030
Child ticket price	9		FY2027–2030
REVENUE ASSUMPTIONS			
F&B revenue per visitor (\$)	2		
F&B per visitor FY2028 (\$)	3		Sustainability plan target
F&B per visitor FY2029 (\$)	3		Sustainability plan target
F&B per visitor FY2030 (\$)	4		Sustainability plan target
Merchandise per visitor (\$)	3		
Merchandise per visitor FY2028 (\$)	4		Sustainability plan target
Merchandise per visitor FY2029 (\$)	4		Sustainability plan target
Merchandise per visitor FY2030 (\$)	5		Sustainability plan target
Facility rental events FY2027	24		
Facility rental events FY2028	40		Growth target per plan
Facility rental events FY2029	50		Growth target per plan
Facility rental events FY2030	60		Growth target per plan
Rental revenue per event (\$)	1,500		
Grants & Contributions (\$)	150,000		

Grants FY2028 (\$)	200,000	Sustainability plan target
Grants FY2029 (\$)	260,000	Sustainability plan target
Grants FY2030 (\$)	320,000	Sustainability plan target
Membership/Pass revenue FY2028 (\$)	30,000	New program launch
Membership/Pass revenue FY2029 (\$)	60,000	Growing program
Membership/Pass revenue FY2030 (\$)	90,000	Mature program
COST OF GOODS SOLD		
F&B cost as % of F&B revenue	35.0%	35% of FY F&B revenue
Merchandise cost as % of merch revenue	45.0%	45% of FY Merchandise revenue
OPERATING EXPENSE ASSUMPTIONS		
FT Wages & Salaries (\$)	250,000	FY2027 — 5 Full Time + Exec Dir
Annual wage increase %	3.0%	3% COLA
Part-time/Seasonal Staff (\$)	50,000	FY2027 target
Part-time annual increase %	5.0%	Growth with attendance
Payroll tax rate	18.0%	18% of total wages
Utilities (\$)	24,000	
Utilities annual increase %	3.0%	3% inflation
Insurance (\$)	27,000	
Insurance annual increase %	4.0%	4% annual increase
Marketing % of total revenue	10.0%	Board-mandated policy
Property Lease (\$)	1	
Bank Fees (\$)	136	
Ticket admin % of admission revenue	3.0%	3% — FY2027 target
Office Supplies (\$)	4,000	
Safety/Security (\$)	25,000	
Safety increase %	3.0%	3% annual
Telephone & Internet (\$)	2,000	
Postage & Freight (\$)	800	

Janitorial (\$)	12,000	
Janitorial increase %	3.0%	3% annual
Grounds Maintenance (\$)	150,000	FY2027 target— largest non-labor cost
Grounds increase %	3.0%	3% annual (target reduction via bidding)
Exhibit Maintenance (\$)	30,000	\$500 × 60 exhibits, add 40 per year
Exhibit maintenance increase %	2.0%	2% annual
Website & Social Media (\$)	3,500	
Website increase %	5.0%	5% annual
Legal & Professional (\$)	-	Volunteer services
Accounting/Tax (\$)	-	Volunteer services
Depreciation (\$)	10,000	FY2027 actual
Vehicles & Fuel (\$)	5,000	Train diesel
Vehicles increase %	10.0%	10% annual increase
RESERVE CONTRIBUTIONS (Sustainability Plan)		
Operating Reserve contribution (\$)	137,500	Annual per sustainability plan
Capital Reserve contribution (\$)	50,000	Annual per sustainability plan
Emergency Contingency contribution (\$)	30,000	Annual per sustainability plan

MINIATURE WONDERS | 4-Year Consolidated Budget

501(c)(3) Nonprofit | FY2027- FY2030 Projections per Financial Sustainability Plan | 10% of Revenue dedicated to Man

VISITOR STATISTICS						
		FY2027 Projected	FY2028 Projected	FY2029 Projected	FY2030 Projected	3-Yr CAGR
Adults		45,000	49,500	55,450	59,895	10.0%
Children (3–16)		30,000	33,000	36,300	39,930	10.0%
Infants (0–2, Free)		5,000	5,500	6,050	6,655	10.0%
TOTAL VISITORS		80,000	88,000	93,000	98,000	7.0%

REVENUE						
Admissions — Adults			\$630,000	\$693,000	\$776,300	\$838,530
Admissions — Children			\$270,000	\$297,000	\$326,700	\$359,370
Total Admissions			\$900,000	\$990,000	\$1,103,000	\$1,197,900
Food & Beverage			\$160,000	\$264,000	\$279,000	\$392,000
Merchandise			\$240,000	\$352,000	\$372,000	\$490,000
Facility Rentals			\$36,000	\$60,000	\$75,000	\$90,000
Grants & Contributions			\$150,000	\$200,000	\$260,000	\$320,000
Memberships / Season Passes (New)			-	\$30,000	\$60,000	\$90,000
TOTAL REVENUE			\$1,486,000	\$1,896,000	\$2,149,000	\$2,579,900
						20.2%

COST OF GOODS SOLD (COGS)						
F&B Costs (35% of F&B)			\$56,000	\$92,400	\$97,650	\$137,200
Merchandise Costs (45% of Merch)			\$108,000	\$158,400	\$167,400	\$220,500
TOTAL COGS			\$164,000	\$250,800	\$265,050	\$357,700
GROSS PROFIT			\$1,322,000	\$1,645,200	\$1,883,950	\$2,222,200
						18.9%

OPERATING EXPENSES						
Wages & Salaries (FT)			\$250,000	\$257,500	\$265,225	\$273,182
Part-Time / Seasonal Staff			\$50,000	\$52,500	\$55,125	\$57,882
Payroll Taxes (18% of wages)			\$54,000	\$55,800	\$57,663	\$59,592
						3.0%
						5.0%
						3.3%

Utilities		\$24,000	\$2,720	\$25,462	\$26,225	3.0%
Insurance		\$27,000	\$28,080	\$29,203	\$30,371	4.0%
Marketing & Adv. (10% of Revenue) ★		\$148,600	\$189,600	\$214,900	\$257,990	20.2%
Property Lease		\$1	\$1	\$1	\$1	-
Bank Fees		\$136	\$136	\$136	\$136	-
Ticket Administration (3% of Admissions)		\$27,000	\$29,700	\$33,981	\$36,956	11.0%
Office Supplies & Misc		\$25,000	\$25,000	\$25,000	\$25,000	-
Safety / Security / Compliance		\$25,000	\$27,500	\$30,250	\$33,275	10.0%
Telephone & Internet		\$800	\$1,000	\$1,200	\$1,400	20.5%
Postage & Freight		\$12,000	\$12,000	\$12,000	\$12,000	-
Janitorial		\$12,000	\$12,360	\$12,731	\$13,113	3.0%
Grounds Maintenance		\$150,000	\$154,500	\$159,135	\$163,909	3.0%
Exhibit Maintenance (\$500 per exhibit)		\$30,000	\$50,000	\$70,000	\$90,000	44.2%
Website & Social Media		\$3,500	\$3,675	\$3,859	\$4,052	5.0%
Legal & Professional		-	-	-	-	-
Accounting / Tax		-	-	-	-	-
Depreciation		\$10,000	\$10,000	\$10,000	\$10,000	-
Vehicles & Fuel (Train Diesel)		\$5,000	\$5,500	\$6,050	\$6,655	10.0%
TOTAL OPERATING EXPENSES		\$854,037	\$917,572	\$1,011,921	\$1,101,739	8.9%

FINANCIAL RESULTS

EBIT		\$467,963	\$727,628	\$872,029	\$1,120,461	33.8%
Depreciation Add-Back		\$10,000	\$10,000	\$10,000	\$10,000	-
NET OPERATING INCOME (NOI)		\$477,963	\$737,628	\$882,029	\$1,130,461	33.2%

MARGIN ANALYSIS

Gross Profit Margin		89.0%	86.8%	87.7%	86.1%	-
EBIT Margin		31.5%	38.4%	40.6%	43.4%	-
NOI Margin		32.2%	38.9%	41.0%	43.8%	-
Marketing as % of Revenue		10.0%	10.0%	10.0%	10.0%	-
Labor as % of Revenue		23.8%	19.3%	17.6%	15.1%	-
Grounds Maintenance as % of Revenue		10.1%	8.1%	7.4%	6.4%	-

RESERVE CONTRIBUTIONS (Sustainability Plan)							
Operating Reserve Contribution		\$137,500	\$137,500	\$137,500	\$137,500	\$137,500	-
Capital Reserve Contribution		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	-
Emergency Contingency Contribution		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	-
TOTAL RESERVE CONTRIBUTIONS		\$217,500	\$217,500	\$217,500	\$217,500	\$217,500	-
NOI AFTER RESERVES (Mission & Capex)		\$260,463	\$520,128	\$664,529	\$912,961	\$912,961	51.9%
CUMULATIVE RESERVE BALANCES							
Operating Reserve Balance		\$137,500	\$275,000	\$412,500	\$550,000	\$550,000	58.7%
Capital Reserve Balance		\$50,000	\$100,000	\$150,000	\$200,000	\$200,000	58.7%
Emergency Contingency Balance		\$30,000	\$60,000	\$90,000	\$120,000	\$120,000	58.7%
TOTAL CUMULATIVE RESERVES		\$217,500	\$435,000	\$652,500	\$870,000	\$870,000	58.7%

Marketing & Advertising	
Notes	
45,000 baseline grows with attendance	
30,000 baseline grows with attendance	
5,000 baseline — free admission	
Adults × ticket price (\$14)	
Children × ticket price (\$9)	
Largest revenue stream	
\$2.00→\$4.00 per visitor per plan	
\$3.00→\$5.00 per visitor per plan	
24→60 events per plan @\$1,500/event	
\$150K→\$320K per sustainability plan	
New program launching FY2028	
35% of F&B revenue	
45% of merchandise revenue	
3% COLA annually	
5% growth with attendance	
18% of total wages	

\$85K/year — target 6-month reserve
\$50K/year — fund asset replacements
\$30K/year — cover grant loss risk
Target: \$550K (6 months OpEx) by 2030
Target: \$200K by 2030
Target: \$120K by 2030
Target: \$870K+ by 2030

MINIATURE WONDERS

A 501(c)(3) Nonprofit Corporation

Park Comparisons

1.0 Overview: A survey of similar “mini-parks” from around the world focusing on size of park, number of exhibits, admission fees, and number of reported annual visitors.

Park Name (Country)	Size of Park	# of Mini Exhibits	Adult (16+) Admission	Child (3-15) Admission	# of Annual Visitors
Window to the World (China)	118 acres	130	\$21	\$14	3,200,000
Minimundus (Austria)	6.5 acres	160	\$26	\$12	260,000
Madurodam (Netherlands)	10 acres	338	\$24	\$24	600,000
Beckonscot (England)	1.5 acres	210	\$20	\$13	150,000
Mini-Mundus (Mexico)	6 acres	38	Free	Free	Unknown

2.0 Comparable: Analysis of the three most comparable parks to the planned park being created by Miniature Wonders.

Park Name (Country)	Size of Park	# of Mini Exhibits	Adult (16+) Admission	Child (3-15) Admission	# of Annual Visitors
Minimundus (Austria)	6.5 acres	160	\$26	\$12	260,000
Madurodam (Netherlands)	10 acres	338	\$24	\$24	600,000
Beckonscot (England)	1.5 acres	210	\$20	\$13	150,000
AVERAGES	6.0 acres	236	\$23	\$16	336,667

3.0 Miniature Wonders Budget Parameters compared to Average of the three most comparable parks:

Park	Size of Park	# of Mini Exhibits	Adult (16+) Admission	Child (3-15) Admission	# of Annual Visitors
AVERAGES FROM CHART 2.0	6 acres	236	\$23	\$16	336,667
Miniature Wonders	15 acres	300	\$14	\$9	80,000

4.0 Highlights:

* Miniature Wonders park size is 2.5X larger than the average of other comparable parks

* Miniature Wonders will have 27% more exhibits than the average of comparable parks

* Miniature Wonders adult admission fee is 39% less than the average of comparable parks

* Miniature Wonders child admission fee is 44% less than the average of comparable parks

* Miniature Wonders operating budget is based upon an average number of annual visitors to the park that is 76% less than the average of comparable parks

5.0 Summary:

Miniature Wonders will be the only park of its kind in the United States. The only comparable parks are located in Europe. Miniature Wonders will be larger in area, have more exhibits, and will charge far less for admission than any other comparable park, yet its operations will be self-sustaining, at only a fraction of the annual attendance of the other miniature parks from around the world.

MINIATURE WONDERS

A 501(c)(3) Nonprofit Corporation

Financial Sustainability Plan FY2027 – FY2030

1. Executive Summary

Miniature Wonders is a 501(c)(3) nonprofit “miniature exhibit” park dedicated to providing accessible, joyful recreational experiences to all community members and tourist to Wichita Falls and the surrounding area. This Financial Sustainability Plan is grounded in the organization's FY2027-2030 Projected Operating Budgets and establishes a roadmap for long-term fiscal health, mission growth, and resilience.

FY2027 Budget Snapshot

Total Revenue: \$1,486,000 | Gross Profit: \$1,322,000 | Net Operating Income: \$472,463 | NOI Margin: 32.2% | Visitors: 80,000 | Marketing Budget (10% of revenue): \$148,600

The FY2027-2030 consolidated budget reflects a lean, mission-aligned operation with six revenue streams, strong admissions performance (beginning with 80,000 visitors in FY 2027), and a healthy NOI margin of 32.2% growing to 43.8% in FY2030. Key sustainability priorities are: building cash reserves, diversifying contributed revenue beyond grants, growing attendance and per-visitor spending, and managing the park grounds maintenance cost burden.

2. FY2027 Budget — Full Detail

2.1 Revenue

Revenue Source	FY2027 Budget	% of Total Revenue	Notes
EARNED REVENUE			
Admissions	\$900,000	60.6%	80,000 visitors — Adults \$14, Child \$9, Infant free

Revenue Source	FY2027 Budget	% of Total Revenue	Notes
└ Adults (45,000 @ \$14)	\$630,000	42.4%	
└ Children 3–16 (30,000 @ \$9)	\$270,000	18.2%	
└ Infants 0–2 (5,000 @ \$0)	\$0	0%	Free admission
Food & Beverage	\$160,000	10.8%	\$2.00 per visitor average
Merchandise	\$240,000	16.2%	\$3.00 per visitor average
Facility Rentals	\$36,000	2.4%	24 events @ \$1,500 per event
Earned Revenue Subtotal	\$1,336,000	89.9%	
CONTRIBUTED REVENUE			
Public Support / Grants / Contributions	\$150,000	10.1%	
Contributed Revenue Subtotal	\$150,000	10.1%	
TOTAL REVENUE	\$1,486,000	100%	

2.2 Cost of Goods Sold

COGS Item	FY2027 Budget	% of Total Revenue	Notes
F&B Costs	\$56,000	3.8%	35% of F&B revenue
Merchandise Costs	\$108,000	7.3%	45% of merchandise revenue
TOTAL COGS	\$164,000	11%	
GROSS PROFIT	\$1,322,000	89%	

2.3 Operating Expenses

Expense Item	FY2027 Budget	% of Total Revenue	Notes
Wages & Salaries	\$250,000	16.8%	5 full-time employees + Executive Director
Part-Time / Seasonal Staff	\$50,000	3.4%	Summer & weekend peak coverage
Payroll Taxes	\$54,000	3.6%	18% of total wages

Expense Item	FY2027 Budget	% of Total Revenue	Notes
Utilities	\$24,000	1.6%	~\$2,000/month (electric, water, sewer, trash)
Insurance	\$27,000	1.8%	Liability, property, workers' comp
Marketing & Advertising	\$148,600	10.0%	10% of total revenue (Board policy)
Grounds Maintenance	\$150,000	10.1%	Mowing & landscaping
Exhibit Maintenance	\$60,000	4.0%	\$500/exhibit for 120 exhibits
Ticket Administration	\$27,000	1.8%	3% of admissions revenue
Safety / Security / Compliance	\$25,000	1.7%	Off-duty security as needed
Depreciation	\$10,000	0.7%	Asset depreciation
Vehicles & Fuel	\$5,000	0.3%	Train diesel
Janitorial	\$12,000	0.8%	
Website & Social Media	\$3,500	0.2%	
Office Supplies	\$4,000	0.3%	
Telephone & Internet	\$2,000	0.1%	
Postage & Freight	\$800	0.1%	
Bank Fees	\$136	0.0%	
Property Lease	\$1	0.0%	
Legal & Professional	\$0	0%	Volunteer services
Accounting / Tax	\$0	0%	Volunteer services
TOTAL OPERATING EXPENSES	\$854,037	57.5%	

2.4 Bottom Line Summary

Line Item	Amount	% of Revenue
Total Revenue	\$1,486,000	100%
Total COGS	\$164,000	11.0%
Gross Profit	\$1,322,000	89.0%
Total Operating Expenses	\$854,037	57.5%
EBITDA	\$467,963	31.5%

Line Item	Amount	% of Revenue
Depreciation Add-Back	\$10,000	0.7%
Net Operating Income (NOI)	\$477,963	32.2%

3. Financial Health Assessment

3.1 Strengths

- Strong NOI margin of 32.2% — well above the 5–10% nonprofit target, providing capacity to build reserves
- Diversified earned revenue across admissions, F&B, merchandise, and rentals (89.9% earned vs. 10.1% contributed)
- Marketing budget locked at 10% of total revenue (\$148,600) ensuring consistent growth investment
- Volunteer corporate management, legal and accounting services eliminate major cost centers
- \$500/unit maintenance for exhibits represents a scalable, manageable asset model regardless of number of miniature exhibits
- 80,000 annual visitors provides a solid attendance base to grow per-cap spending
- Budgeted operational break-even requires paid park attendance of 25,000 which is 31% of expected annual attendance
- This is a first of its kind park in the United States which will create large initial curiosity attendance upon which to create a foundation for future growth
- Have established a \$250,000 line of credit with a local bank as an emergency liquidity backstop

3.2 Financial Risks & Concerns

- Per-visitor F&B spend of \$2.00 and merchandise spend of \$3.00 are relatively low — significant upsell opportunity
- Only 24 facility rental events annually — this revenue stream has substantial room to grow
- No debt or interest expense reported — a strong position, but if a third party capital investment becomes necessary the NOI is sufficient service any required debt
- Grounds maintenance needs constant monitoring as it is the single largest non-labor expense
- Revenue concentration needs to be allocated more evenly between Grants/Contributions, Admissions, Rentals so that no single revenue source exceeds 35% of total revenue
- Need a strict and structured approach toward seeking grant opportunities at the local, state and federal levels, both public and private sources
- Need to create and allocate funds to a cash reserve/contingency fund

4. Revenue Growth Strategy

4.1 Revenue Targets

Revenue Stream	FY2027 Budget	FY2028 Target	FY2029 Target	FY2030 Target
Admissions	\$900,000	\$990,000	\$1,103,000	\$1,197,900
Food & Beverage	\$160,000	\$264,000	\$279,000	\$392,000
Merchandise	\$240,000	\$352,000	\$372,000	\$490,000
Facility Rentals	\$36,000	\$60,000	\$75,000	\$90,000
Grants & Contributions	\$150,000	\$200,000	\$260,000	\$320,000
New: Individual & Family Memberships	\$0	\$30,000	\$60,000	\$90,000
TOTAL	\$1,486,000	\$1,896,000	\$2,149,000	\$2,579,000

4.2 Admissions Growth

At \$14/\$9/\$0 admission prices, the Admission revenue is significantly below industry norms of \$23/\$14/\$0 for miniature parks located around the world. By maintaining a “reduced” Admission fee to the park emphasis is placed on growing the attendance numbers by removing the financial strain associated with higher fees. The current fee structure enables visitors to have additional funds available for F&B and Merchandise.

- Target attendance growth from 80,000 to 98,000 visitors by 2030 through expanded marketing and community outreach
- Introduce individual & family memberships to drive repeat visits and stabilize year-round cash flow (launch 2028)
- Explore adding a paid premium tier (e.g., VIP access, guided tours) to increase adult per-cap revenue
- Expand group sales outreach to schools, camps, and corporate teams to grow the visitor mix
- Partner with area businesses, hotels, restaurants, and entertainment venues to create a multi-day, multi-venue admission ticket
- As number of miniature exhibits continues to increase and the 15 acre park becomes fully developed, explore increasing daily admission rates to those of comparable international parks

4.3 Food & Beverage — Per-Cap Growth

At \$2.00 per visitor, F&B revenue is significantly below industry norms of \$6–\$12 per visitor for family attractions. Growing F&B per-cap to \$4.00 by 2030 would add over \$200,000 in annual revenue.

- Expand food & beverage offerings and locations throughout the park
- Introduce combo admission+meal packages to encourage F&B spending at point of purchase
- Add a seasonal snack/beverage cart during peak summer and weekend periods

4.4 Facility Rentals Expansion

At 24 events per year, facility rental is highly underdeveloped. Growing to 60 events annually at \$1,500/event would add \$54,000 in near zero-cost revenue.

- Actively market park facilities for birthday parties, weddings, reunions, school events, corporate outings, and community gatherings
- Partner with other non-profits in the community for joint fundraising opportunities
- Create packaged rental offerings (venue + catering + admission) to increase average event value
- Hire or designate a part-time events coordinator to drive rental bookings (2028)

4.5 Grants & Contributed Revenue

- Current \$150,000 in grants should grow to \$320,000 by 2030 through proactive foundation prospecting
- Consider retaining a professional grant writer to monitor and pursue grant opportunities
- Pursue multi-year operating support grants to reduce annual grant-writing burden
- Launch an annual fund individual giving campaign targeting community members, past visitors, and local businesses
- Develop a corporate sponsorship program with tiered packages aligned to park areas and events
- Implement a Point of Sale contribution platform for small one-time or recurring donations

5. Cost Management

5.1 Marketing Budget Policy

Board-Mandated Marketing Policy

Miniature Wonders will dedicate 10% of total revenue to Marketing & Advertising each fiscal year. At FY2027 revenue of \$1,486,000, this equals \$148,600. As revenue grows, this budget scales automatically — ensuring the park consistently invests in audience growth proportional to its size.

5.2 Grounds Maintenance — Largest Non-Labor Cost

Grounds maintenance at \$150,000 (10.1% of revenue) is the single largest non-labor expense. This warrants close attention:

- Obtain 3 competitive bids annually for mowing and landscaping services
- Explore volunteer landscape days with community groups and corporate partners to offset costs
- Consider transitioning portions of maintained lawn to low-maintenance native plantings to reduce long-term mowing costs

5.3 Labor Cost Monitoring

- Total labor cost (wages + part-time + payroll taxes) = \$354,000 or 23.8% of revenue — within a healthy range
- All Directors and Corporate Officers serve on a volunteer basis with no compensation
- Maintain cross-training of paid employees, full and part time, across team to avoid costly backfill during absences
- Review seasonal staffing levels annually against attendance data to optimize part-time labor expenditures

5.4 Volunteer Services Protection

Corporate management, legal and accounting services are currently provided by volunteers at \$0 cost — an estimated savings of \$50,000 - \$150,000 annually. This is a financial risk if volunteers become unavailable.

- Formally recognize and steward corporate officer, directors, legal and accounting professionals with annual appreciation
- Create a slate of potential directors showing a willingness to serve in the event of board vacancies
- Identify backup volunteer professionals in each discipline in case of turnover
- Build a \$15,000 contingency line in future budgets for emergency professional service fees

6. Marketing & Advertising Budget

The \$148,600 marketing budget (10% of FY2027 total revenue) is allocated across the following channels to maximize attendance growth and community awareness:

Channel / Activity	Planned Allocation	% of Mktg Budget	Primary Goal
Digital Advertising (social, search)	\$50,000	33.6%	Attendance & awareness
Website & SEO Maintenance	\$12,000	8.1%	Online discoverability
Print / Local Media / Signage	\$20,000	13.5%	Local community reach
Email Marketing & CRM	\$5,000	3.4%	Visitor retention & repeat visits
Group Sales & Outreach	\$15,000	10.1%	School & corporate groups
Event & Seasonal Campaigns	\$20,000	13.5%	Drive peak & off-peak attendance
Community Partnerships & PR	\$10,000	6.7%	Brand trust & nonprofit mission
Photography / Creative Assets	\$8,600	5.8%	Content for all channels
Contingency	\$8,000	5.4%	Opportunistic campaigns
TOTAL	\$148,600	100%	

Fiscal Year	Total Revenue	Marketing Budget (10%)	YoY Change
FY2027 (Budget)	\$1,486,000	\$148,600	Baseline
FY2028 (Target)	\$1,896,000	\$189,600	+\$41,000
FY2029 (Target)	\$2,149,000	\$214,900	+\$66,300
FY2030 (Target)	\$2,579,900	\$257,990	+\$109,390

7. Reserves & Liquidity

7.1 Reserve Building Plan

With an NOI of \$477,963 (32.2% margin), Miniature Wonders is well-positioned to begin building reserves. The recommended nonprofit standard is 3–6 months of operating expenses in an Operating Reserve Fund.

Reserve Type	Target Level	Annual Contribution	Projected Balance by 2030
Operating Reserve	6 months op. expenses (\$550,000 by 2030)	\$137,500/year	\$550,000 by 2030
Capital Reserve	Fund exhibit & infrastructure replacements	\$50,000/year	\$200,000 by 2030
Emergency Contingency	Cover loss of grant revenue	\$30,000/year	\$120,000 by 2030

- Open dedicated reserve fund bank accounts, separate from operating accounts (FY2027)
- Board of Directors to formally adopt a Reserves Policy governing use and replenishment of all reserve funds
- Allocate a minimum of \$217,500 annually (45.5% of FY2027 NOI) to reserves, declining to 25% as reserves reach targets

7.2 Cash Flow Considerations

- Entertainment/Amusement parks are highly seasonal — implement 13-week rolling cash flow forecast prepared by Treasurer and reviewed by the Finance Committee monthly
- Negotiate deferred payment terms with grounds maintenance vendor aligned to off-peak cash flow months
- Existing line of credit is available in the event of an emergency liquidity issue resulting from unexpected interruption in operations until Emergency Contingency Fund is fully funded

8. Financial Projections (FY2027–2030)

8.1 Projected Statement of Activities

	FY2027	FY2028	FY2029	FY2030
Total Revenue	\$1,486,000	\$1,896,000	\$2,149,000	\$2,579,900
Total COGS	\$164,000	\$250,800	\$265,050	\$357,700
Gross Profit	\$1,322,000	\$1,645,200	\$1,883,950	\$2,222,200
Total Operating Expenses	\$854,037	\$917,572	\$1,011,921	\$1,101,739
NOI	\$477,963	\$737,628	\$882,029	\$1,130,461
NOI Margin	32.2%	38.9%	41.0%	43.8%
To Reserves	\$217,500	\$217,500	\$217,500	\$217,500
Available for Mission/Capex	\$260,463	\$520,128	\$664,529	\$912,961

8.2 Scenario Analysis for FY2028

Scenario	Assumption	FY2028 Revenue	FY2028 NOI	Reserve Impact
Base Case	10% attendance growth, per-cap improvement	\$1,896,000	\$737,628	On track
Upside	15% attendance growth, rentals double	\$2,101,000	\$867,461	Reserves funded faster
Downside	10% attendance decline, key grants not renewed	\$1,236,000	\$438,428	On track

9. Financial Governance

9.1 Board Responsibilities

- Board of Directors approves annual budget and any variances greater than 10%
- Finance Committee (2–3 Board members) reviews monthly financial statements
- IRS Form 990 filed and available for public inspection each year
- Board formally adopts and reviews Reserves Policy annually

9.2 Management's Fiscal Responsibilities

- Executive Director and Treasurer present monthly financial report to Finance Committee within 15 days of month-end and quarterly financial reports to the Board of Directors
- All grant expenditures tracked in separate restricted fund accounts, as required
- Marketing expenditures tracked monthly against 10%-of-revenue policy benchmark

9.3 Key Performance Indicators

KPI	FY2027 Baseline	FY2028 Target	FY2030 Target
Total Revenue	\$1,486,000	\$1,732,000	\$2,250,000
NOI Margin	32.2%	38.9%	43.8%
Annual Visitors	80,000	88,000	98,000
F&B Per-Cap Spend	\$2.00	\$3.00	\$4.00
Merchandise Per-Cap	\$3.00	\$4.00	\$5.00
Facility Rental Events	24	40	60
Marketing Budget	\$148,600 (10%)	\$189,600 (10%)	\$257,990 (10%)
Operating Reserve	\$137,500 (target)	\$275,000 (target)	\$550,000 (target)
Grant Revenue	\$150,000	\$200,000	\$320,000

10. Action Plan

Action	Owner	Timeline	Notes
Formalize Cash Reserves Policy	Board Chair	Q1 2027	Required for financial sustainability
Launch facility rentals marketing push	Operations / Marketing	Q1 2027	Target 25 events in FY2027 and 40 events for FY2028
Develop F&B expansion plan	Operations	Q3 2027	Target \$3.00 per-cap by FY2028
Identify backup legal & accounting volunteers	Executive Director	Q3 2027	Risk mitigation
Identify and apply for at least 10 foundation grants annually	Development / ED	FY 2027	Target \$200K contributed revenue
Design individual / family annual pass program	Marketing / Operations	Q1 2027	Launch Q2 2027
Obtain 3 bids for grounds maintenance	Operations	Q1 2027	Potential cost reduction

Action	Owner	Timeline	Notes
Implement monthly cash flow forecasting	Finance Committee	Q3 2027	13-week rolling model

Our Commitment

Miniature Wonders is committed to responsible stewardship of every dollar earned and donated. This plan ensures we invest consistently in growth through our 10% marketing policy, build financial resilience through reserves, and expand our community impact year over year — all in service of our mission to promote Wichita Falls as a tourist destination through an historical, educational and cultural park featuring interactive miniature exhibits in a family friendly environment.

For questions about this plan contact: miniaturewonders.org

Resolution No. _____

Resolution approving the programs and expenditures of the Wichita Falls Type B Sales Tax Corporation (4B) by authorizing funding up to \$360,000 to Miniature Wonders to support their planned destination and tourism project in Kiwanis Park

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

WHEREAS, on April 2, 2026, the Wichita Falls Type B Sales Tax Corporation's Board of Directors conducted a public hearing to receive public comments on the proposed project; and,

WHEREAS, on May 7, 2026, the Wichita Falls Type B Sales Tax Corporation's Board of Directors approved funding the project in the amount of \$360,000 for fencing.

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

The Miniature Wonders project described above of the Wichita Falls Type B Sales Tax Corporation is hereby approved.

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk



STRATEGIC PILLAR

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

City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 9.f.

Agenda Item Name: Resolution authorizing an agreement between the City of Wichita Falls and HDR Engineering, Inc. to conduct an Economic Study at Kickapoo Downtown Airport, located at 4515 Old Jacksboro Highway, in an amount not to exceed \$192,779

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

Department Submitted: City Manager

Staff Contact:

James McKechnie, Deputy City Manager
Jenny Stevens, Public Transportation Administrator

1. PURPOSE / DESCRIPTION

Engage HDR Engineering, Inc. to conduct a comprehensive economic feasibility study of Kickapoo Downtown Airport, assessing its long-term financial sustainability and providing the City with the analytical foundation necessary to make informed decisions about the airport's future

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Kickapoo Downtown Airport is a general aviation airport located at 4515 Old Jacksboro Highway in Wichita Falls. The City acquired Kickapoo in the early 2000s and has maintained it as a community general aviation asset ever since. Over time, however, the airport has been unable to sustain itself financially and has required growing subsidies from the General Fund. To better understand the long-term viability of Kickapoo and make informed decisions about its future, staff recommends engaging HDR Engineering, Inc. to conduct a comprehensive economic feasibility study. The study will evaluate facility inventory, rates and charges, economic impact, airport solvency, and ownership structure, culminating in findings and recommendations for the City's consideration.

3. BOARD REVIEW / CITIZEN INPUT

Airport tenants have been notified.

4. RECOMMENDATION

Staff recommends approval of this item

5. FUNDING SOURCE

General Fund Non-Departmental Service-Other Professional (1001360-72170)
\$192,779

Funds transferred from General Fund Capital - (1001366-77220) to be replenished by a
FY 27 appropriation of one-time use fund balance due to higher than anticipated sales
tax revenue

6. TIMELINE

8-10 months

7. ALTERNATIVE OPTIONS

Continue current operations in the absence of a comprehensive operational study and
without an accurate determination of the actual costs associated therewith.

8. ATTACHMENTS

1. R_HDR.Kickapoo.Agreement_final

Resolution No. _____

Resolution authorizing an agreement between the City of Wichita Falls and HDR Engineering, Inc. to conduct an Economic Study at Kickapoo Downtown Airport, located at 4515 Old Jacksboro Highway, in an amount not to exceed \$192,778.75

WHEREAS, Kickapoo Downtown Airport is a general aviation airport located at 4515 Old Jacksboro Highway in Wichita Falls, Texas, acquired by the City in the early 2000s and maintained as a community general aviation asset ever since; and,

WHEREAS, over time, Kickapoo Downtown Airport has been unable to sustain itself financially and has required growing subsidies from the City's General Fund to continue operations; and,

WHEREAS, the City has a responsibility to its taxpayers to ensure that public assets are managed in a fiscally sustainable manner and that continued investment of General Fund resources is justified by sound analysis; and,

WHEREAS, HDR Engineering, Inc. is the best qualified professional engineering services firm with expertise in airport planning and economic analysis; and,

WHEREAS, Texas Government Code Sec. 2254.003 (the Professional Services Procurement Act) requires a government entity to "... make the selection and award: (1) on the basis of demonstrated competence and qualifications to perform the services; and (2) for a fair and reasonable price"; and,

WHEREAS, staff recommends engaging HDR Engineering, Inc. to conduct a comprehensive economic feasibility study of Kickapoo Downtown Airport, evaluating facility inventory, rates and charges, economic impact, airport solvency, and ownership structure, and providing findings and recommendations for the City's consideration; and,

WHEREAS, the results of this study will provide the City with the analytical foundation necessary to make informed decisions regarding the long-term viability and future of Kickapoo Downtown Airport.

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

The City Manager is hereby authorized to execute a Professional Services Agreement, in a form as approved by the City Attorney, with HDR Engineering, Inc., to conduct an economic feasibility analysis on Kickapoo Downtown Airport, in an amount not to exceed \$192,778.75.

PASSED AND APPROVED this the 19th day of May, 2026.

MAYOR

ATTEST:

City Clerk



STRATEGIC PILLAR

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

City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 10.a.

Agenda Item Name: Ordinance Authorizing the Issuance and Sale of City of Wichita Falls, Texas Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2026; Establishing Procedures and Delegating Authority for the Sale and Delivery of the Certificates, Providing an Effective Date, and Enacting Other Provisions Relating to the Subject

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

Department Submitted: Finance

Staff Contact:

Stephen Calvert, Director of Finance/CFO

1. PURPOSE / DESCRIPTION

To issue certificates of obligation in support of key capital projects. These projects include our highest priority Public Safety Facilities Plan items (PD Headquarters; Fire Station #4 renovation), the renovation of the Falls, and Hike and Bike trail construction.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

At its meeting on March 17, 2026, the City Council adopted a resolution directing the publication of notice of its intent to issue Certificates of Obligation in an amount not to exceed \$26,900,000 for the costs of public safety improvements and park and recreational improvements. Planned public safety improvements include the renovation of the former Kirby Middle School for the purposes of developing a Police Department Headquarters and a Municipal Court facilities. Public safety improvements also include the renovation of Fire Station #4. Funds are also planned to be used for the renovation of the Falls, which is the city's signature landmark, and for the hike and bike trail construction, which would complete the Circle Trail.

The City's 4B Sales Tax Corporation has agreed to commit up to \$1,400,000 per year, which is about 2/3rds of the annual debt support needed. The remainder of the annual payment would come from the City's property tax revenue. The current I&S portion of the rate is .025773. Because of other debt support rolling off in FY 2026, we expect the rate to decrease in FY 2027 and subsequent years.

Murphy Davis, the City's Financial Advisor for debt issues, will be present and available for any questions related to the issuance of the debt and the cost of financing.

3. BOARD REVIEW / CITIZEN INPUT

The Public Safety Facilities Committee helped to research and inform the proposed solution developed for the replacement of the PD headquarters and the Fire Department renovation needs. The capital projects and the financing plan have been reviewed by the 4B Board on March 4th and by the City Council on March 17th and both meetings provided for the opportunity for public comment.

4. RECOMMENDATION

Approval of the ordinance

5. FUNDING SOURCE

The certificates of obligation will be paid by support from the 4B Sales Tax Corporation of up to \$1,400,000 per year and from the Interest and Sinking fund portion of the tax rate.

Capital funds from (1) the issuance of certificates of obligation, (2) designated reserves (\$11M), and (3) donations to be used for capital projects including public safety facilities, renovation of the Falls, and Hike and Bike Trail construction.

6. TIMELINE

March 4, 2026 - 4B Votes in Support of Capital Financing Plan

March 17, 2026 - City Council Approves Notice of Intent

March 19, 2026 - City Publishes Notice on its Website

March 24, 2026 - City Publishes Notice in Newspaper

March 31, 2026 - City Publishes Second Notice in Newspaper

April 23, 2026 - Management Rating Call with S&P

May 6, 2026 — S&P Publishes AA Credit Rating for the City of Wichita Falls

7. ALTERNATIVE OPTIONS

Forego or delay the related capital projects

8. ATTACHMENTS

1. Parameters Ordinance - 2026 COs - AGENDA 05.19.26

ORDINANCE AUTHORIZING THE ISSUANCE OF CITY OF WICHITA FALLS, TEXAS, COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION; ESTABLISHING PROCEDURES AND DELEGATING AUTHORITY FOR THE SALE AND DELIVERY OF THE CERTIFICATES; PROVIDING AN EFFECTIVE DATE; AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, the City Council of the City of Wichita Falls, Texas (the “Issuer”), deems it advisable to issue Certificates of Obligation for the purposes hereinafter set forth; and

WHEREAS, this City Council further finds and determines that it is in the best interest of the Issuer and its residents to include in the proposed issue of certificates of obligation funds for the public improvements hereinafter described, rather than fund such projects with the issuance of other debt instruments, in order to reduce the costs of such transactions; and

WHEREAS, the Issuer received no petition from the qualified electors of the City protesting the issuance of such certificates of obligation; and

WHEREAS, it is considered to be to the best interest of the Issuer that said interest-bearing certificates of obligation be issued; and

WHEREAS, it is officially found, determined, and declared that the meeting at which this Ordinance has been adopted was open to the public and public notice of the time, place and subject matter

of the public business to be considered and acted upon at said meeting, including this Ordinance, was given, all as required by the applicable provisions of Chapter 551 Texas Government Code; Now, Therefore

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

Section 1. RECITALS, AMOUNT AND PURPOSE OF THE CERTIFICATES.

(a) The recitals set forth in the preamble hereof are incorporated herein and shall have the same force and effect as if set forth in this Section.

(b) The certificates of the City of Wichita Falls, Texas (the “Issuer”) are hereby authorized to be issued and delivered, in one or more series, in the aggregate principal amount not to exceed the amount set forth below for paying all or a portion of the Issuer’s contractual obligations incurred in connection with (i) acquiring, constructing, renovating, installing and equipping parks and recreational improvements; (ii) acquiring, constructing, renovating and equipping public safety improvements; (iii) acquiring land and interests in land necessary for such projects; and (iv) paying legal, fiscal, engineering and architectural fees in connection with these projects (collectively, the “Project”).

(c) Each certificate issued pursuant to this Ordinance shall be designated: “CITY OF WICHITA FALLS, TEXAS, COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATE OF OBLIGATION, SERIES 2026,” or such other designation as set forth in the Pricing Certificate (defined below) and initially there shall be issued, sold, and delivered hereunder one fully registered certificate, without interest coupons, with certificates issued in replacement thereof being in the denominations and principal amounts hereinafter stated and numbered consecutively from R-1 upward, payable to the respective Registered Owners thereof (with the initial certificate being made payable to the initial purchaser as described in Section 10 hereof), or to the registered assignee or assignees of said certificates or any portion or portions thereof (in each case, the “Registered Owner”). The Certificates shall be in the respective denominations and principal amounts, shall be numbered, shall mature and be payable on the date or dates in each of the years and in the principal amounts, and shall bear interest to their respective dates of maturity or redemption prior to maturity at the rates per annum, as set forth in the Pricing Certificate (defined below).

Section 2. DELEGATION TO PRICING OFFICER.

(a) As authorized by Chapter 1371, Texas Government Code, as amended, the Mayor, City Manager and the Chief Financial Officer/Director of Finance of the Issuer (each a “Pricing Officer”) are each hereby authorized to act on behalf of the Issuer in selling and delivering the Certificates, carrying out the other procedures specified in this Ordinance, including, determining the date of the Certificates, any additional or different designation or title by which the Certificates shall be known, whether the Certificate shall be sold and delivered in one or more series and the date and sale and delivery of each such series, the amount of Certificates to be sold and the authorized purposes set forth in Section 1 for which such Certificates are issued, the price at which the Certificates will be sold, the years in which the Certificates will mature, the principal amount to mature in each of such years, the rate of interest to be borne by each such maturity, the interest payment and record dates, the price and terms upon and at which the Certificates shall be subject to redemption prior to maturity at the option of the Issuer, as well as any mandatory sinking fund redemption provisions, and all other matters relating to the issuance, sale, and delivery of the Certificates and obtaining municipal bond insurance for all or any portion of the Certificates and providing for the terms and provisions thereof applicable to the Certificates (including the execution of any commitment agreements, membership agreements in mutual insurance companies, and other similar

agreements), all of which shall be specified in the Pricing Certificate executed by the Pricing Officer (the "Pricing Certificate"); provided that:

- (i) the aggregate principal amount of the Certificates shall not exceed \$26,900,000;
- (ii) the true interest cost of the Certificates shall not exceed the maximum rate set forth in Chapter 1204, Texas Government Code, as amended;
- (iii) the final maturity of the Certificates shall not be later than September 1, 2046; and
- (iv) the delegation made hereby shall expire if not exercised by the Pricing Officer within one year from the date of adoption hereof.

(b) In establishing the aggregate principal amount of the Certificates, the Pricing Officer shall establish an amount not exceeding the amount authorized in Subsection (a) hereof, which shall be sufficient in amount to provide for the purposes for which the Certificates are authorized and to pay costs of issuing the Certificates. The Certificates shall be sold with and subject to such terms as set forth in the Pricing Certificate.

(c) The Pricing Officer shall determine whether the Certificates will be sold by private placement or negotiated or competitive sale.

Section 3. CHARACTERISTICS OF THE CERTIFICATES.

(a) Appointment of Paying Agent/Registrar. The selection and appointment of the paying agent/registrar for the Certificates (the "Paying Agent/Registrar") shall be as provided in the Pricing Certificate. The Pricing Officer is authorized and directed to execute and deliver in the name and on behalf of the Issuer a Paying Agent/Registrar Agreement with the Paying Agent/Registrar in substantially the form presented at this meeting.

(b) Registration, Transfer, Conversion and Exchange. The Issuer shall keep or cause to be kept at the corporate trust office of the Paying Agent/Registrar books or records for the registration of the transfer, conversion and exchange of the Certificates (the "Registration Books"), and the Issuer hereby appoints the Paying Agent/Registrar as its registrar and transfer agent to keep such books or records and make such registrations of transfers, conversions and exchanges under such reasonable regulations as the Issuer and Paying Agent/Registrar may prescribe; and the Paying Agent/Registrar shall make such registrations, transfers, conversions and exchanges as herein provided within three (3) days of presentation in due and proper form. The Paying Agent/Registrar shall obtain and record in the Registration Books the address of the registered owner of each Certificate to which payments with respect to the Certificates shall be mailed, as herein provided; but it shall be the duty of each registered owner to notify the Paying Agent/Registrar in writing of the address to which payments shall be mailed, and such interest payments shall not be mailed unless such notice has been given. The Issuer shall have the right to inspect the Registration Books during regular business hours of the Paying Agent/Registrar, but otherwise the Paying Agent/Registrar shall keep the Registration Books confidential and, unless otherwise required by law, shall not permit their inspection by any other entity. The Issuer shall pay the Paying Agent/Registrar's standard or customary fees and charges for making such registration, transfer, conversion, exchange and delivery of a substitute Certificate or Certificates. Registration of assignments, transfers, conversions and exchanges of Certificates shall be made in the manner provided and with the effect stated in the FORM OF CERTIFICATE set forth in this

Ordinance. Each substitute Certificate shall bear a letter and/or number to distinguish it from each other Certificate.

(c) Authentication. Except as provided in subsection (j) of this section, an authorized representative of the Paying Agent/Registrar shall, before the delivery of any such Certificate, date and manually sign said Certificate, and no such Certificate shall be deemed to be issued or outstanding unless such Certificate is so executed. The Paying Agent/Registrar promptly shall cancel all paid Certificates and Certificates surrendered for conversion and exchange. No additional ordinances, orders or resolutions need be passed or adopted by the governing body of the Issuer or any other body or person so as to accomplish the foregoing conversion and exchange of any Certificate or portion thereof, and the Paying Agent/Registrar shall provide for the printing, execution and delivery of the substitute Certificates in the manner prescribed herein. Pursuant to Subchapter D, Chapter 1201, Texas Government Code, the duty of conversion and exchange of Certificates as aforesaid is hereby imposed upon the Paying Agent/Registrar, and, upon the execution of said Certificate, the converted and exchanged Certificate shall be valid, incontestable, and enforceable in the same manner and with the same effect as the Certificates which initially were issued and delivered pursuant to this Ordinance, approved by the Attorney General, and registered by the Comptroller of Public Accounts.

(d) Payment of Principal and Interest. The Issuer hereby further appoints the Paying Agent/Registrar to act as the paying agent for paying the principal of and interest on the Certificates, all as provided in this Ordinance. The Paying Agent/Registrar shall keep proper records of all payments made by the Issuer and the Paying Agent/Registrar with respect to the Certificates, and of all conversions and exchanges of Certificates, and all replacements of Certificates, as provided in this Ordinance. However, in the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first class postage prepaid, to the address of each registered owner appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

(e) Payment to Registered Owner. Notwithstanding any other provision of this Ordinance to the contrary, the Issuer and the Paying Agent/Registrar shall be entitled to treat and consider the person in whose name each Certificate is registered in the Registration Books as the absolute owner of such Certificate for the purpose of payment of principal and interest with respect to such Certificate, for the purpose of registering transfers with respect to such Certificate, and for all other purposes whatsoever. The Paying Agent/Registrar shall pay all principal of and interest on the Certificates only to or upon the order of the registered owners, as shown in the Registration Books as provided in this Ordinance, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the Issuer's obligations with respect to payment of principal of and interest on the Certificates to the extent of the sum or sums so paid. No person other than a registered owner, as shown in the Registration Books, shall receive a certificate evidencing the obligation of the Issuer to make payments of principal and interest pursuant to this Ordinance.

(f) Paying Agent/Registrar. The Issuer covenants with the registered owners of the Certificates that at all times while the Certificates are outstanding the Issuer will provide a competent and legally qualified bank, trust company, financial institution or other agency to act as and perform the services of Paying Agent/Registrar for the Certificates under this Ordinance, and that the Paying Agent/Registrar will

be one entity. By accepting the position and performing as such, each Paying Agent/Registrar shall be deemed to have agreed to the provisions of this Ordinance, and a certified copy of this Ordinance shall be delivered to each Paying Agent/Registrar.

(g) Substitute Paying Agent/Registrar. The Issuer reserves the right to, and may, at its option, change the Paying Agent/Registrar upon not less than one hundred-twenty (120) days written notice to the Paying Agent/Registrar, to be effective not later than sixty (60) days prior to the next principal or interest payment date after such notice. In the event that the entity at any time acting as Paying Agent/Registrar (or its successor by merger, acquisition, or other method) should resign or otherwise cease to act as such, the Issuer covenants that promptly it will appoint a competent and legally qualified bank, trust company, financial institution, or other agency to act as Paying Agent/Registrar under this Ordinance. Upon any change in the Paying Agent/Registrar, the previous Paying Agent/Registrar promptly shall transfer and deliver the Registration Books (or a copy thereof), along with all other pertinent books and records relating to the Certificates, to the new Paying Agent/Registrar designated and appointed by the Issuer. Upon any change in the Paying Agent/Registrar, the Issuer promptly will cause a written notice thereof to be sent by the new Paying Agent/Registrar to each registered owner of the Certificates, by United States mail, first-class postage prepaid, which notice also shall give the address of the new Paying Agent/Registrar.

(h) Book-Entry Only System. The Certificates issued in exchange for the Certificates initially issued to the purchaser or purchasers specified herein shall be initially issued in the form of a separate single fully registered Certificate for each of the maturities thereof and the ownership of each such Certificate shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"), and except as otherwise provided in this Section, all of the outstanding Certificates shall be registered in the name of Cede & Co., as nominee of DTC.

(i) Blanket Letter of Representations. The previous execution and delivery of the Blanket Letter of Representations with respect to obligations of the Issuer is hereby ratified and confirmed; and the provisions thereof shall be fully applicable to the Certificates. Notwithstanding anything to the contrary contained herein, while the Certificates are subject to DTC's Book-Entry Only System and to the extent permitted by law, the Letter of Representations is hereby incorporated herein and its provisions shall prevail over any other provisions of this Ordinance in the event of conflict.

(j) Certificates Registered in the Name of Cede & Co. With respect to Certificates registered in the name of Cede & Co., as nominee of DTC, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation to any securities brokers and dealers, banks, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created ("DTC Participant") to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants or to any person on behalf of whom such a DTC Participant holds an interest in the Certificates. Without limiting the immediately preceding sentence, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in the Certificates, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of Certificates, as shown on the Registration Books, of any notice with respect to the Certificates, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of Certificates, as shown in the Registration Books of any amount with respect to principal of or interest on the Certificates. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Ordinance with respect to interest checks being mailed to the registered owner at the close of business on the Record date, the words "Cede & Co." in this Ordinance shall refer to such new nominee of DTC.

(k) Successor Securities Depository; Transfers Outside Book-Entry Only System. In the event that the Issuer determines that DTC is incapable of discharging its responsibilities described herein and in the representation letter of the Issuer to DTC or that it is in the best interest of the beneficial owners of the Certificates that they be able to obtain certificated Certificates, the Issuer shall (i) appoint a successor securities depository, qualified to act as such under Section 17A of the Securities and Exchange Act of 1934, as amended, notify DTC and DTC Participants of the appointment of such successor securities depository and transfer one or more separate Certificates to such successor securities depository or (ii) notify DTC and DTC Participants of the availability through DTC of Certificates and transfer one or more separate Certificates to DTC Participants having Certificates credited to their DTC accounts. In such event, the Certificates shall no longer be restricted to being registered in the Registration Books in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names registered owners transferring or exchanging Certificates shall designate, in accordance with the provisions of this Ordinance.

(l) Payments to Cede & Co. Notwithstanding any other provision of this Ordinance to the contrary, so long as any Certificate is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, in the manner provided in the representation letter of the Issuer to DTC.

(m) General Characteristics of the Certificates. The Certificates (i) shall be issued in fully registered form, without interest coupons, with the principal of and interest on such Certificates to be payable only to the Registered Owners thereof, (ii) may and shall be redeemed prior to their scheduled maturities, (iii) may be transferred and assigned, (iv) may be converted and exchanged for other Certificates, (v) shall have the characteristics, (vi) shall be signed, sealed, executed and authenticated, (vii) the principal of and interest on the Certificates shall be payable, and (viii) shall be administered and the Paying Agent/Registrar and the Issuer shall have certain duties and responsibilities with respect to the Certificates, all as provided, and in the manner and to the effect as required or indicated, in the FORM OF CERTIFICATE set forth in this Ordinance. The Certificates initially issued and delivered pursuant to this Ordinance is not required to be, and shall not be, authenticated by the Paying Agent/Registrar, but on each substitute Certificate issued in conversion of and exchange for any Certificate or Certificates issued under this Ordinance the Paying Agent/Registrar shall execute the Paying Agent/Registrar's Authentication Certificate, in the FORM OF CERTIFICATE set forth in this Ordinance.

(n) Cancellation of Initial Certificate. On the closing date, one initial Certificate representing the entire principal amount of the Certificates, payable in stated installments to the purchaser designated in the Pricing Certificate, executed by manual or facsimile signature of the Mayor and City Clerk of the Issuer, approved by the Attorney General of Texas, and registered and manually signed by the Comptroller of Public Accounts of the State of Texas, will be delivered to such purchaser or its designee. Upon payment for such initial Certificate, the Paying Agent/Registrar shall cancel such initial Certificate and deliver to the DTC on behalf of such purchaser one registered definitive Certificate for each year of maturity of such Certificates, in the aggregate principal amount of all of the Certificates for such maturity, registered in the name of Cede & Co., as nominee of DTC. To the extent that the Paying Agent/Registrar is eligible to participate in DTC's FAST System, pursuant to an agreement between the Paying Agent/Registrar and DTC, the Paying Agent/Registrar shall hold the definitive Certificates in safekeeping for DTC.

Section 4. FORM OF CERTIFICATES. The form of the Certificates, including the form of Paying Agent/Registrar's Authentication Certificate, the form of Assignment and the form of Registration Certificate of the Comptroller of Public Accounts of the State of Texas to be attached to the Certificates

initially issued and delivered pursuant to this Ordinance, shall be, respectively, substantially as follows, with such appropriate variations, omissions or insertions as are permitted or required by this Ordinance.

(a) Form of Certificate.

NO. R-	UNITED STATES OF AMERICA STATE OF TEXAS CITY OF WICHITA FALLS, TEXAS COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION SERIES 2026	PRINCIPAL AMOUNT \$ _____
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<u>INTEREST RATE</u>	<u>DELIVERY DATE</u>	<u>MATURITY DATE</u>	<u>CUSIP NO.</u>
_____	_____	_____	_____

REGISTERED OWNER:

PRINCIPAL AMOUNT: _____ DOLLARS

ON THE MATURITY DATE specified above, the City of Wichita Falls, in Wichita County, Texas, (the "Issuer"), being a political subdivision and municipal corporation of the State of Texas, hereby promises to pay to the Registered Owner specified above, or registered assigns (hereinafter called the "Registered Owner"), on the Maturity Date specified above, the Principal Amount specified above. The Issuer promises to pay interest on the unpaid principal amount hereof (calculated on the basis of a 360-day year of twelve 30-day months) from _____ at the respective Interest Rate per annum specified above. Interest is payable on _____, and semiannually on each _____ and _____ thereafter to the date of payment of the principal installment specified above, or the date of redemption prior to maturity; except, that if this Certificate is required to be authenticated and the date of its authentication is later than the first Record Date (hereinafter defined), such principal amount shall bear interest from the interest payment date next preceding the date of authentication, unless such date of authentication is after any Record Date but on or before the next following interest payment date, in which case such principal amount shall bear interest from such next following interest payment date; provided, however, that if on the date of authentication hereof the interest on the Certificate or Certificates, if any, for which this Certificate is being exchanged is due but has not been paid, then this Certificate shall bear interest from the date to which such interest has been paid in full.

THE PRINCIPAL OF AND INTEREST ON this Certificate are payable in lawful money of the United States of America, without exchange or collection charges. The principal of this Certificate shall be paid to the registered owner hereof upon presentation and surrender of this Certificate at maturity, or upon the date fixed for its redemption prior to maturity, at the principal corporate trust office of _____, _____ which is the "Paying Agent/Registrar" for this Certificate. The payment of interest on this Certificate shall be made by the Paying Agent/Registrar to the registered owner hereof on each interest payment date by check or draft, dated as of such interest payment date, drawn by the Paying Agent/Registrar on, and payable solely from, funds of the Issuer required by the ordinance authorizing the issuance of this Certificate (the "Certificate Ordinance") to be on deposit with the Paying Agent/Registrar

for such purpose as hereinafter provided; and such check or draft shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid, on each such interest payment date, to the registered owner hereof, at its address as it appeared on the _____ day of the month next preceding each such date, [regardless of whether such day is a business day] (the "Record Date") on the Registration Books kept by the Paying Agent/Registrar, as hereinafter described. In addition, interest may be paid by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the registered owner. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each owner of a Certificate appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

ANY ACCRUED INTEREST due at maturity or upon the redemption of this Certificate prior to maturity as provided herein shall be paid to the registered owner upon presentation and surrender of this Certificate for payment or redemption at the principal corporate trust office of the Paying Agent/Registrar. The Issuer covenants with the registered owner of this Certificate that on or before each principal payment date and interest payment date for this Certificate it will make available to the Paying Agent/Registrar, from the "Interest and Sinking Fund" created by the Certificate Ordinance, the amounts required to provide for the payment, in immediately available funds, of all principal of and interest on the Certificates, when due.

IF THE DATE for any payment of the principal of or interest on this Certificate shall be a Saturday, Sunday, a legal holiday or a day on which banking institutions in the city where the principal corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day that is not such a Saturday, Sunday, legal holiday or day on which banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due.

THIS CERTIFICATE is one of a series of Certificates dated _____, _____, authorized in accordance with the Constitution and laws of the State of Texas in the principal amount of \$_____ for the public purposes of (i) acquiring, constructing, renovating, installing and equipping parks and recreational improvements; (ii) acquiring, constructing, renovating and equipping public safety improvements; (iii) acquiring land and interests in land necessary for such projects; and (iv) paying legal, fiscal, engineering and architectural fees in connection with these projects.

ON _____, or on any date thereafter, the Certificates of this series may be redeemed prior to their scheduled maturities, at the option of the Issuer, with funds derived from any available and lawful source, as a whole, or in part, and, if in part, the particular Certificates, or portions thereof, to be redeemed shall be selected and designated by the Issuer (provided that a portion of a Certificate may be redeemed only in an integral multiple of \$5,000), at a redemption price equal to the principal amount to be redeemed plus accrued interest to the date fixed for redemption.

THE CERTIFICATES scheduled to mature on _____ in the years ____ and ____ (the "Term Certificates") are subject to scheduled mandatory redemption by the Paying Agent/Registrar by lot, or by any other customary method that results in a random selection, at a price equal to the principal amount thereof, plus accrued interest to the redemption date, out of moneys available for such purpose in the interest

and sinking fund for the Certificates, on the dates and in the respective principal amounts, set forth in the following schedule:

Term Certificate

Maturity:

Mandatory Redemption Date	Principal Amount
_____, ____	\$ _____
_____, ____	_____
_____, ____ (maturity)	_____

The principal amount of Term Certificates of a stated maturity required to be redeemed on any mandatory redemption date pursuant to the operation of the mandatory sinking fund redemption provisions shall be reduced, at the option of the Issuer, by the principal amount of any Term Certificates of the same maturity which, at least 50 days prior to a mandatory redemption date (1) shall have been acquired by the Issuer at a price not exceeding the principal amount of such Term Certificates plus accrued interest to the date of purchase thereof, and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the Issuer at a price not exceeding the principal amount of such Term Certificates plus accrued interest to the date of purchase, or (3) shall have been redeemed pursuant to the optional redemption provisions and not theretofore credited against a mandatory redemption requirement.

IF AT THE TIME OF MAILING of notice of optional redemption there shall not have either been deposited with the Paying Agent/Registrar or legally authorized escrow agent immediately available funds sufficient to redeem all the Certificates called for redemption, such notice may state that it is conditional, and is subject to the deposit of the redemption moneys with the Paying Agent/Registrar or legally authorized escrow agent at or prior to the redemption date. If such redemption is not effectuated, the Paying Agent/Registrar shall, within five days thereafter, give notice in the manner in which the notice of redemption was given that such moneys were not so received and shall rescind the redemption.

AT LEAST THIRTY (30) DAYS prior to the date fixed for any redemption of Certificates or portions thereof prior to maturity a written notice of such redemption shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid, at least thirty (30) days prior to the date fixed for any such redemption, to the registered owner of each Certificate to be redeemed at its address as it appeared on the business day prior the mailing of such redemption notice; provided, however, that the failure of the registered owner to receive such notice, or any defect therein or in the sending or mailing thereof, shall not affect the validity or effectiveness of the proceedings for the redemption of any Certificate. By the date fixed for any such redemption due provision shall be made with the Paying Agent/Registrar for the payment of the required redemption price for the Certificates or portions thereof that are to be so redeemed. If such written notice of redemption is sent and if due provision for such payment is made, all as provided above, the Certificates or portions thereof that are to be so redeemed thereby automatically shall be treated as redeemed prior to their scheduled maturities, and they shall not bear interest after the date fixed for redemption, and they shall not be regarded as being outstanding except for the right of the registered owner to receive the redemption price from the Paying Agent/Registrar out of the funds provided for such payment. If a portion of any Certificate shall be redeemed, a substitute Certificate or Certificates having the same maturity date, bearing interest at the same rate, in any denomination or denominations in any integral multiple of \$5,000, at the written request of the registered owner, and in aggregate principal

amount equal to the unredeemed portion thereof, will be issued to the registered owner upon the surrender thereof for cancellation, at the expense of the Issuer, all as provided in the Certificate Ordinance.

WITH RESPECT TO ANY OPTIONAL REDEMPTION OF THE CERTIFICATES, unless certain prerequisites to such redemption required by this Ordinance have been met and moneys sufficient to pay the principal of and premium, if any, and interest on the Certificates to be redeemed shall have been received by the Paying Agent/Registrar prior to the giving of such notice of redemption, such notice shall state that said redemption may, at the option of the Issuer, be conditional upon the satisfaction of such prerequisites and receipt of such moneys by the Paying Agent/Registrar on or prior to the date fixed for such redemption, or upon any prerequisite set forth in such notice of redemption. If a notice of conditional redemption is given and such prerequisites to the redemption and sufficient moneys are not received, such notice shall be of no force and effect, the Issuer shall not redeem such Certificates and the Paying Agent/Registrar shall give notice, in the manner in which the notice of redemption was given, to the effect that the Certificates have not been redeemed.

ALL CERTIFICATES OF THIS SERIES are issuable solely as fully registered certificates, without interest coupons, in the denomination of any integral multiple of \$5,000. As provided in the Certificate Ordinance, this Certificate may, at the request of the registered owner or the assignee or assignees hereof, be assigned, transferred, converted into and exchanged for a like aggregate principal amount of fully registered Certificates, without interest coupons, payable to the appropriate registered owner, assignee or assignees, as the case may be, having the same denomination or denominations in any integral multiple of \$5,000 as requested in writing by the appropriate registered owner, assignee or assignees, as the case may be, upon surrender of this Certificate to the Paying Agent/Registrar for cancellation, all in accordance with the form and procedures set forth in the Certificate Ordinance. Among other requirements for such assignment and transfer, this Certificate must be presented and surrendered to the Paying Agent/Registrar, together with proper instruments of assignment, in form and with guarantee of signatures satisfactory to the Paying Agent/Registrar, evidencing assignment of this Certificate or any portion or portions hereof in any integral multiple of \$5,000 to the assignee or assignees in whose name or names this Certificate or any such portion or portions hereof is or are to be registered. The form of Assignment printed or endorsed on this Certificate may be executed by the registered owner to evidence the assignment hereof, but such method is not exclusive, and other instruments of assignment satisfactory to the Paying Agent/Registrar may be used to evidence the assignment of this Certificate or any portion or portions hereof from time to time by the registered owner. The Paying Agent/Registrar's reasonable standard or customary fees and charges for assigning, transferring, converting and exchanging any Certificate or portion thereof will be paid by the Issuer. In any circumstance, any taxes or governmental charges required to be paid with respect thereto shall be paid by the one requesting such assignment, transfer, conversion or exchange, as a condition precedent to the exercise of such privilege. The Paying Agent/Registrar shall not be required to make any such transfer, conversion, or exchange (i) during the period commencing with the close of business on any Record Date and ending with the opening of business on the next following principal or interest payment date, or (ii) with respect to any Certificate or any portion thereof called for redemption prior to maturity, within forty-five (45) days prior to its redemption date.

IN THE EVENT any Paying Agent/Registrar for the Certificates is changed by the Issuer, resigns, or otherwise ceases to act as such, the Issuer has covenanted in the Certificate Ordinance that it promptly will appoint a competent and legally qualified substitute therefor, and cause written notice thereof to be mailed to the registered owners of the Certificates.

IT IS HEREBY certified, recited and covenanted that this Certificate has been duly and validly authorized, issued and delivered; that all acts, conditions and things required or proper to be performed,

exist and be done precedent to or in the authorization, issuance and delivery of this Certificate have been performed, existed and been done in accordance with law; that this Certificate is a general obligation of said Issuer, issued on the full faith and credit thereof; and that annual ad valorem taxes sufficient to provide for the payment of the interest on and principal of this Certificate, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said Issuer, and have been pledged for such payment, within the limit prescribed by law, and that this Certificate is additionally secured by and payable from a limited pledge of the Surplus Revenues of the Issuer's waterworks and sewer system remaining after payment of all operation and maintenance expenses thereof, and all debt service, reserve and other requirements in connection with all of the Issuer's revenue obligations (now or hereafter outstanding) that are payable from all or part of said revenues, all as provided in the Certificate Ordinance.

THE ISSUER HAS RESERVED THE RIGHT to amend the Certificate Ordinance as provided therein, and under some (but not all) circumstances amendments thereto must be approved by the registered owners of a majority in aggregate principal amount of the outstanding Certificates.

BY BECOMING the registered owner of this Certificate, the registered owner thereby acknowledges all of the terms and provisions of the Certificate Ordinance, agrees to be bound by such terms and provisions, acknowledges that the Certificate Ordinance is duly recorded and available for inspection in the official minutes and records of the governing body of the Issuer, and agrees that the terms and provisions of this Certificate and the Certificate Ordinance constitute a contract between each registered owner hereof and the Issuer.

IN WITNESS WHEREOF, the Issuer has caused this Certificate to be signed with the manual or facsimile signature of the Mayor of the Issuer (or in his absence, the Mayor Pro Tem) and countersigned with the manual or facsimile signature of the City Clerk of said Issuer, and has caused the official seal of the Issuer to be duly impressed, or placed in facsimile, on this Certificate.

(signature)
City Clerk

(signature)
Mayor

(SEAL)

(b) Form of Paying Agent/Registrar's Authentication Certificate.

PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE
(To be executed if this Certificate is not accompanied by an executed Registration
Certificate of the Comptroller of Public Accounts of the State of Texas)

It is hereby certified that this Certificate has been issued under the provisions of the Certificate Ordinance described in the text of this Certificate; and that this Certificate has been issued in conversion or replacement of, or in exchange for, a certificate, certificates, or a portion of a certificate or certificates of a series that originally was approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

Dated: _____

Paying Agent/Registrar

By: _____
Authorized Representative

(c) Form of Assignment.

ASSIGNMENT
(Please print or type clearly)

For value received, the undersigned hereby sells, assigns and transfers unto: _____

Transferee's Social Security or Taxpayer Identification Number: _____

Transferee's name and address, including zip code: _____

the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints
_____, attorney, to register the transfer of
the within Certificate on the books kept for registration thereof, with full power of substitution in the
premises.

Dated: _____.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by an
eligible guarantor institution participating in a
securities transfer association recognized signature
guarantee program.

NOTICE: The signature above must correspond
with the name of the registered owner as it appears
upon the front of this Certificate in every particular,
without alteration or enlargement or any change
whatsoever.

(d) Form of Registration Certificate of the Comptroller of Public Accounts.

COMPTROLLER'S REGISTRATION CERTIFICATE: REGISTER NO.

I hereby certify that there is on file and of record in my office a true and correct copy of the opinion
of the Attorney General of the State of Texas approving this Certificate and that this Certificate has been
registered this day by me.

Witness my signature and seal this _____.

(COMPTROLLER'S SEAL)

(e) Initial Certificate Insertions.

(i) The initial Certificate shall be in the form set forth in paragraph (a) of this Section, except that:

A. immediately under the name of the Certificate, the headings "Interest Rate" and "Maturity Date" shall both be completed with the words "As shown below" and "CUSIP No. _____" shall be deleted.

B. the first paragraph shall be deleted and the following will be inserted:

"THE CITY OF WICHITA FALLS, TEXAS, in Wichita County, Texas (the "Issuer"), being a political subdivision and municipal corporation of the State of Texas, hereby promises to pay to the Registered Owner specified above, or registered assigns (hereinafter called the "Registered Owner"), on _____ in each of the years, in the principal installments and bearing interest at the per annum rates set forth in the following schedule:

<u>Years(_/_)</u>	<u>Principal Installments(\$)</u>	<u>Interest Rates(\$)</u>
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(Information from Section 2 to be inserted)

The Issuer promises to pay interest on the unpaid principal amount hereof (calculated on the basis of a 360-day year of twelve 30-day months) from _____ at the respective Interest Rate per annum specified above. Interest is payable on _____, and semiannually on each _____ and _____ thereafter to the date of payment of the principal installment specified above, or the date of redemption prior to maturity; except, that if this Certificate is required to be authenticated and the date of its authentication is later than the first Record Date (hereinafter defined), such Principal Amount shall bear interest from the interest payment date next preceding the date of authentication, unless such date of authentication is after any Record Date but on or before the next following interest payment date, in which case such principal amount shall bear interest from such next following interest payment date; provided, however, that if on the date of authentication hereof the interest on the Certificate or Certificates, if any, for which this Certificate is being exchanged is due but has not been paid, then this Certificate shall bear interest from the date to which such interest has been paid in full."

C. The Initial Certificate shall be numbered "T-1."

Section 5. INTEREST AND SINKING FUND; SURPLUS REVENUES.

(a) A special "Interest and Sinking Fund" is hereby created and shall be established and maintained by the Issuer as a separate fund or account and the funds therein shall be deposited into and held in an account at an official depository bank of said Issuer. Said Interest and Sinking Fund shall be kept separate and apart from all other funds and accounts of said Issuer, and shall be used only for paying the interest on and principal of said Certificates. All amounts received from the sale of the Certificates as accrued interest

shall be deposited upon receipt to the Interest and Sinking Fund, and all ad valorem taxes levied and collected for and on account of said Certificates shall be deposited, as collected, to the credit of said Interest and Sinking Fund. During each year while any of said Certificates are outstanding and unpaid, the governing body of said Issuer shall compute and ascertain a rate and amount of ad valorem tax that will be sufficient to raise and produce the money required to pay the interest on said Certificates as such interest comes due, and to provide and maintain a sinking fund adequate to pay the principal of said Certificates as such principal matures (but never less than 2% of the original amount of said Certificates as a sinking fund each year); and said tax shall be based on the latest approved tax rolls of said Issuer, with full allowances being made for tax delinquencies and the cost of tax collection. Said rate and amount of ad valorem tax is hereby levied, and is hereby ordered to be levied, against all taxable property in said Issuer, for each year while any of said Certificates are outstanding and unpaid, and said tax shall be assessed and collected each such year and deposited to the credit of the aforesaid Interest and Sinking Fund. Said ad valorem taxes sufficient to provide for the payment of the interest on and principal of said Certificates, as such interest comes due and such principal matures, are hereby pledged for such payment, within the limit prescribed by law.

(b) The Certificates are additionally secured by a limited pledge, not to exceed \$1,000 of revenues of the Issuer's waterworks and sewer system that remain after the payment of all maintenance and operation expenses thereof, and all debt service, reserve and other requirements in connection with all of the Issuer's revenue obligations (now or hereafter outstanding) that are secured by a lien on all or any part of the net revenues of the Issuer's waterworks and sewer system, constituting "Surplus Revenues." The Issuer shall deposit such Surplus Revenues to the credit of the Interest and Sinking Fund created pursuant to this section, to the extent necessary to pay the principal of and interest on the Certificates. Notwithstanding the requirements of this section, if Surplus Revenues or other lawfully available moneys of the Issuer are actually on deposit in the Interest and Sinking Fund in advance of the time when ad valorem taxes are scheduled to be levied for any year, then the amount of taxes that otherwise would have been required to be levied pursuant to this Section may be reduced to the extent and by the amount of the Surplus Revenues or other lawfully available funds then on deposit in the Interest and Sinking Fund.

(c) Chapter 1208, Texas Government Code, applies to the issuance of the Certificates of Obligation and the pledge of the taxes and Surplus Revenues granted by the Issuer under this Section, and is therefore valid, effective, and perfected. Should Texas law be amended at any time while the Certificates of Obligation are outstanding and unpaid, the result of such amendment being that the pledge of the taxes and Surplus Revenues granted by the Issuer under this Section is to be subject to the filing requirements of Chapter 9, Texas Business & Commerce Code, in order to preserve to the registered owners of the Certificates of Obligation a security interest in said pledge, the Issuer agrees to take such measures as it determines are reasonable and necessary under Texas law to comply with the applicable provisions of Chapter 9, Texas Business & Commerce Code and enable a filing of a security interest in said pledge to occur.

Section 6. DEFEASANCE OF CERTIFICATES.

(a) Any Certificate and the interest thereon shall be deemed to be paid, retired and no longer outstanding (a "Defeased Certificate") within the meaning of this Ordinance, except to the extent provided in subsection (d) of this Section, when payment of the principal of such Certificate, plus interest thereon to the due date (whether such due date be by reason of maturity or otherwise) either (i) shall have been made or caused to be made in accordance with the terms thereof, or (ii) shall have been provided for on or before such due date by irrevocably depositing with or making available to the Paying Agent/Registrar in accordance with an escrow agreement or other instrument (the "Future Escrow Agreement") for such

payment (1) lawful money of the United States of America sufficient to make such payment or (2) Defeasance Securities that mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money to provide for such payment, and when proper arrangements have been made by the Issuer with the Paying Agent/Registrar for the payment of its services until all Defeased Certificates shall have become due and payable. At such time as a Certificate shall be deemed to be a Defeased Certificate hereunder, as aforesaid, such Certificate and the interest thereon shall no longer be secured by, payable from, or entitled to the benefits of, the ad valorem taxes herein levied and pledged or the limited pledge of Surplus Revenues as provided in this Ordinance, and such principal and interest shall be payable solely from such money or Defeasance Securities, and thereafter the Issuer will have no further responsibility with respect to amounts available to such paying agent (or other financial institution permitted by applicable law) for the payment of such Defeased Certificates, including any insufficiency therein caused by the failure of such paying agent (or other financial institution permitted by applicable law) to receive payment when due on the Defeasance Securities.. Notwithstanding any other provision of this Ordinance to the contrary, it is hereby provided that any determination not to redeem Defeased Certificates that is made in conjunction with the payment arrangements specified in subsections (a)(i) or (ii) of this Section shall not be irrevocable, provided that: (1) in the proceedings providing for such payment arrangements, the Issuer expressly reserves the right to call the Defeased Certificates for redemption; (2) gives notice of the reservation of that right to the owners of the Defeased Certificates immediately following the making of the payment arrangements; and (3) directs that notice of the reservation be included in any redemption notices that it authorizes.

(b) Any moneys so deposited with the Paying Agent/Registrar may at the written direction of the Issuer be invested in Defeasance Securities, maturing in the amounts and times as hereinbefore set forth, and all income from such Defeasance Securities received by the Paying Agent/Registrar that is not required for the payment of the Certificates and interest thereon, with respect to which such money has been so deposited, shall be turned over to the Issuer, or deposited as directed in writing by the Issuer. Any Future Escrow Agreement pursuant to which the money and/or Defeasance Securities are held for the payment of Defeased Certificates may contain provisions permitting the investment or reinvestment of such moneys in Defeasance Securities or the substitution of other Defeasance Securities upon the satisfaction of the requirements specified in subsections (a)(i) or (ii) of this Section. All income from such Defeasance Securities received by the Paying Agent/Registrar which is not required for the payment of the Defeased Certificates, with respect to which such money has been so deposited, shall be remitted to the Issuer or deposited as directed in writing by the Issuer.

(c) The term “Defeasance Securities” means (1) direct, noncallable obligations of the United States, including obligations that are unconditionally guaranteed by the United States, and (2) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the Issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent.

(d) Until all Defeased Certificates shall have become due and payable, the Paying Agent/Registrar shall perform the services of Paying Agent/Registrar for such Defeased Certificates the same as if they had not been defeased, and the Issuer shall make proper arrangements to provide and pay for such services as required by this Ordinance.

(e) In the event that the Issuer elects to defease less than all of the principal amount of Certificates of a maturity, the Paying Agent/Registrar shall select, or cause to be selected, such amount of Certificates by such random method as it deems fair and appropriate.

Section 7. DAMAGED, MUTILATED, LOST, STOLEN, OR DESTROYED CERTIFICATES.

(a) Replacement Certificates. In the event any outstanding Certificate is damaged, mutilated, lost, stolen or destroyed, the Paying Agent/Registrar shall cause to be printed, executed and delivered, a new certificate of the same principal amount, maturity and interest rate, as the damaged, mutilated, lost, stolen or destroyed Certificate, in replacement for such Certificate in the manner hereinafter provided.

(b) Application for Replacement Certificates. Application for replacement of damaged, mutilated, lost, stolen or destroyed Certificates shall be made by the registered owner thereof to the Paying Agent/Registrar. In every case of loss, theft or destruction of a Certificate, the registered owner applying for a replacement certificate shall furnish to the Issuer and to the Paying Agent/Registrar such security or indemnity as may be required by them to save each of them harmless from any loss or damage with respect thereto. Also, in every case of loss, theft or destruction of a Certificate, the registered owner shall furnish to the Issuer and to the Paying Agent/Registrar evidence to their satisfaction of the loss, theft or destruction of such Certificate, as the case may be. In every case of damage or mutilation of a Certificate, the registered owner shall surrender to the Paying Agent/Registrar for cancellation the Certificate so damaged or mutilated.

(c) No Default Occurred. Notwithstanding the foregoing provisions of this Section, in the event any such Certificate shall have matured, and no default has occurred that is then continuing in the payment of the principal of, redemption premium, if any, or interest on the Certificate, the Issuer may authorize the payment of the same (without surrender thereof except in the case of a damaged or mutilated Certificate) instead of issuing a replacement Certificate, provided security or indemnity is furnished as above provided in this Section.

(d) Charge for Issuing Replacement Certificates. Prior to the issuance of any replacement certificate, the Paying Agent/Registrar shall charge the registered owner of such Certificate with all legal, printing, and other expenses in connection therewith. Every replacement certificate issued pursuant to the provisions of this Section by virtue of the fact that any Certificate is lost, stolen or destroyed shall constitute a contractual obligation of the Issuer whether or not the lost, stolen or destroyed Certificate shall be found at any time, or be enforceable by anyone, and shall be entitled to all the benefits of this Ordinance equally and proportionately with any and all other Certificates duly issued under this Ordinance.

(e) Authority for Issuing Replacement Certificates. In accordance with Section 1206.022, Texas Government Code, this Section 7 of this Ordinance shall constitute authority for the issuance of any such replacement certificate without necessity of further action by the governing body of the Issuer or any other body or person, and the duty of the replacement of such certificates is hereby authorized and imposed upon the Paying Agent/Registrar, and the Paying Agent/Registrar shall authenticate and deliver such Certificates in the form and manner and with the effect, as provided in Section 3(a) of this Ordinance for Certificates issued in conversion and exchange for other Certificates.

Section 8. CUSTODY, APPROVAL, AND REGISTRATION OF CERTIFICATES; BOND COUNSEL'S OPINION; CUSIP NUMBERS AND CONTINGENT INSURANCE PROVISION, IF OBTAINED; ENGAGEMENT OF BOND COUNSEL.

(a) The Mayor of the Issuer is hereby authorized to have control of the Certificates initially issued and delivered hereunder and all necessary records and proceedings pertaining to the Certificates pending their delivery and their investigation, examination, and approval by the Attorney General of the State of Texas, and their registration by the Comptroller of Public Accounts of the State of Texas. Upon registration of the Certificates said Comptroller of Public Accounts (or a deputy designated in writing to act for said Comptroller) shall sign manually, by facsimile, electronically or otherwise the Comptroller's Registration Certificate attached to such Certificates, and the seal of said Comptroller shall be impressed, or placed in facsimile, on such Certificate. The approving legal opinion of the Issuer's Bond Counsel and the assigned CUSIP numbers may, at the option of the Issuer, be printed on the Certificates issued and delivered under this Ordinance, but neither shall have any legal effect, and shall be solely for the convenience and information of the registered owners of the Certificates. In addition, if bond insurance is obtained, the Certificates may bear an appropriate legend as provided by the insurer.

(b) The obligation of the initial purchaser to accept delivery of the Certificates is subject to the initial purchaser being furnished with the final, approving opinion of McCall, Parkhurst & Horton L.L.P., bond counsel to the Issuer, which opinion shall be dated as of and delivered on the date of initial delivery of the Certificates to the initial purchaser. The engagement of such firm as bond counsel to the Issuer in connection with issuance, sale and delivery of the Certificates is hereby approved and confirmed.

Section 9. COVENANTS REGARDING TAX EXEMPTION OF INTEREST ON THE CERTIFICATES.

(a) Covenants. The Issuer covenants to take any action necessary to assure, or refrain from any action that would adversely affect, the treatment of the Certificates as obligations described in section 103 of the Code, the interest on which is not includable in the "gross income" of the holder for purposes of federal income taxation. In furtherance thereof, the Issuer covenants as follows:

(1) to take any action to assure that no more than 10 percent of the proceeds of the Certificates (less amounts deposited to a reserve fund, if any) are used for any "private business use," as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds or the projects financed therewith are so used, such amounts, whether or not received by the Issuer, with respect to such private business use, do not, under the terms of this Ordinance or any underlying arrangement, directly or indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Certificates, in contravention of section 141(b)(2) of the Code;

(2) to take any action to assure that in the event that the "private business use" described in subsection (1) hereof exceeds 5 percent of the proceeds of the Certificates or the projects financed therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent is used for a "private business use" that is "related" and not "disproportionate," within the meaning of section 141(b)(3) of the Code, to the governmental use;

(3) to take any action to assure that no amount that is greater than the lesser of \$5,000,000, or 5 percent of the proceeds of the Certificates (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(4) to refrain from taking any action that would otherwise result in the Certificates being treated as "private activity bonds" within the meaning of section 141(b) of the Code;

(5) to refrain from taking any action that would result in the Certificates being “federally guaranteed” within the meaning of section 149(b) of the Code;

(6) to refrain from using any portion of the proceeds of the Certificates, directly or indirectly, to acquire or to replace funds that were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) that produces a materially higher yield over the term of the Certificates, other than investment property acquired with –

(A) proceeds of the Certificates invested for a reasonable temporary period of 3 years or less or, in the case of a refunding bond, for a period of 30 days or less until such proceeds are needed for the purpose for which the Certificates are issued,

(B) amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the Treasury Regulations, and

(C) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent of the proceeds of the Certificates;

(7) to otherwise restrict the use of the proceeds of the Certificates or amounts treated as proceeds of the Certificates, as may be necessary, so that the Certificates do not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage);

(8) to refrain from using proceeds of the Certificates or the proceeds of any prior bonds to pay debt services on another issue more than ninety (90) days after the issuance of the Certificates in contravention of section 149(d) of the Code (relating to advance refundings);

(9) to pay to the United States of America at least once during each five-year period (beginning on the date of delivery of the Certificates) an amount that is at least equal to 90 percent of the “Excess Earnings,” within the meaning of section 148(f) of the Code and to pay to the United States of America, not later than 60 days after the Certificates have been paid in full, 100 percent of the amount then required to be paid as a result of Excess Earnings under section 148(f) of the Code; and

(10) use the proceeds of the Certificates solely for new money purposes.

(b) Rebate Fund. In order to facilitate compliance with the above covenant (a)(8), a “Rebate Fund” is hereby established by the Issuer for the sole benefit of the United States of America, and such Fund shall not be subject to the claim of any other person, including without limitation the certificateholders. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

(c) Use of Proceeds. For purposes of the foregoing covenants (a)(1) and (a)(2), the Issuer understands that the term “proceeds” includes “disposition proceeds” as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Certificates. It is the understanding of the Issuer that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated that modify or expand provisions of the Code, as applicable to the Certificates, the Issuer will not be required to comply with any covenant contained herein to the extent that

such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Certificates under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated that impose additional requirements applicable to the Certificates, the Issuer agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Certificates under section 103 of the Code. In furtherance of such intention, the Issuer hereby authorizes and directs the Mayor and each Pricing Officer, or any one of them, to execute any documents, certificates or reports required by the Code and to make such elections, on behalf of the Issuer, that may be permitted by the Code as are consistent with the purpose for the issuance of the Certificates.

(d) Allocation of, and Limitation on, Expenditures for the Project. The Issuer covenants to account for the expenditure of sale proceeds and investment earnings to be used for the construction and acquisition of the Project on its books and records by allocating proceeds to expenditures within eighteen (18) months of the later of the date that (1) the expenditure is made, or (2) the Project is completed. The foregoing notwithstanding, the Issuer shall not expend proceeds of the sale of the Certificates or investment earnings thereon more than sixty (60) days after the earlier of (1) the fifth anniversary of the delivery of the Certificates, or (2) the date the Certificates are retired, unless the Issuer obtains an opinion of nationally-recognized bond counsel that such expenditure will not adversely affect the status, for federal income tax purposes, of the Certificates or the interest thereon. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(e) Disposition of Project. The Issuer covenants that the property constituting the Project will not be sold or otherwise disposed in a transaction resulting in the receipt by the Issuer of cash or other compensation, unless any action taken in connection with such disposition will not adversely affect the tax-exempt status of the Certificates. For purpose of the foregoing, the Issuer may rely on an opinion of nationally-recognized bond counsel that the action taken in connection with such sale or other disposition will not adversely affect the tax-exempt status of the Certificates. For purposes of the foregoing, the portion of the property comprising personal property and disposed in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

Section 10. SALE OF CERTIFICATES AND APPROVAL OF OFFICIAL STATEMENT; FURTHER PROCEDURES.

(a) Each series of Certificates shall be sold and delivered subject to the provisions of Section 1 and Section 2 and pursuant to the terms and provisions of a purchase agreement or purchase letter (the "Purchase Agreement") which the Pricing Officer is hereby authorized to execute and deliver and in which the purchaser or purchasers (the "Underwriters") of the Certificates shall be designated. The Certificates shall initially be registered in the name of the purchaser thereof as set forth in the Pricing Certificate.

(b) The Mayor and City Clerk and any Pricing Officer are further authorized and directed to execute and deliver for and on behalf of the Issuer copies of a Preliminary Official Statement and Official Statement, if prepared in connection with the offering of Certificates by the Underwriters, in final form as may be required by the Underwriters, and such final Official Statement in the form and content as approved by the Pricing Officer or as manually executed by said officials shall be deemed to be approved by the City Council and constitute the Official Statement authorized for distribution and use by the Underwriters. The

form and substance of the Preliminary Official Statement for the Certificates and any addenda, supplement or amendment thereto, all as approved by the Pricing Officer, are hereby deemed to be approved in all respects by the City Council, and the Preliminary Official Statement is hereby deemed final as of its date (except for the omission of pricing and related information) within the meaning and for the purpose of paragraph (b)(1) of the Rule (hereinafter defined).

(c) The Pricing Officer is authorized, in connection with effecting the sale of each series of the Certificates, to obtain from a municipal bond insurance company so designated in the Pricing Certificate (the "Insurer") a municipal bond insurance policy (the "Insurance Policy") in support of the Certificates. To that end, should the Pricing Officer exercise such authority and commit the Issuer to obtain a municipal bond insurance policy, for so long as the Insurance Policy is in effect, the requirements of the Insurer relating to the issuance of the Insurance Policy as set forth in the Pricing Certificate are incorporated by reference into this Ordinance and made a part hereof for all purposes, notwithstanding any other provision of this Ordinance to the contrary. The Pricing Officer shall have the authority to execute any documents to effect the issuance of the Insurance Policy by the Insurer.

(d) The Mayor and Mayor Pro Tem, the City Clerk and the Pricing Officers of the Issuer, and each of them, shall be and they are hereby expressly authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and on behalf of the Issuer such documents, certificates and other instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the Certificates, the sale of the Certificates and the Official Statement. In case any officer whose signature shall appear on any Certificate shall cease to be such officer before the delivery of such Certificate, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

Section 11. INTEREST EARNINGS ON CERTIFICATE PROCEEDS. Interest earnings derived from the investment of proceeds from the sale of the Certificates shall be used along with other certificate proceeds for the Project; provided that after completion of such purpose, if any of such interest earnings remain on hand, such interest earnings shall be deposited in the Interest and Sinking Fund. It is further provided, however, that any interest earnings on certificate proceeds that are required to be rebated to the United States of America pursuant to Section 9 hereof in order to prevent the Certificates from being arbitrage bonds shall be so rebated and not considered as interest earnings for the purposes of this Section.

Section 12. CONSTRUCTION FUND.

(a) The Issuer hereby creates and establishes and shall maintain on the books of the Issuer a separate fund to be entitled the "Series 2026 Combination Tax and Limited Surplus Revenue Certificate of Obligation Construction Fund" for use by the Issuer for payment of all lawful costs associated with the acquisition and construction of the Project as hereinbefore provided. Upon payment of all such costs, any moneys remaining on deposit in said fund shall be transferred to the Interest and Sinking Fund. Amounts so deposited to the Interest and Sinking Fund shall be used in the manner described in Section 5 of this Ordinance.

(b) The Issuer may invest proceeds of the Certificates (including investment earnings thereon) and amounts deposited into the Interest and Sinking Fund in investments authorized by the Public Funds Investment Act, Chapter 2256, Texas Government Code, as amended; provided, however, that the Issuer hereby covenants that the proceeds of the sale of the Certificates will be used as soon as practicable for the purposes for which the Certificates are issued.

(c) All deposits authorized or required by this Ordinance shall be secured to the fullest extent required by law for the security of public funds.

Section 13. COMPLIANCE WITH RULE 15c2-12.

(a) Definitions. As used in this Section, the following terms have the meanings ascribed to such terms below:

“MSRB” means the Municipal Securities Rulemaking Board or any successor to its functions under the Rule.

“Rule” means SEC Rule 15c2-12, as amended from time to time.

“SEC” means the United States Securities and Exchange Commission.

(b) Annual Reports.

(i) The Issuer shall provide annually to the MSRB, in an electronic format as prescribed by the MSRB, within six (6) months after the end of each fiscal year ending in or after 2026, financial information and operating data with respect to the Issuer of the general type included in the final Official Statement authorized by Section 10 of this Ordinance, being the information described in the Pricing Certificate. The Issuer will additionally provide audited financial statements when and if available, and in any event, within twelve (12) months after the end of each fiscal year ending in or after 2026. If the audit of such financial statements is not complete within twelve (12) months after any such fiscal year end, then the Issuer will file unaudited financial statements within such twelve (12) month period and audited financial statements for the applicable fiscal year, when and if the audit report on such statements becomes available. Any financial statements so to be provided shall be prepared in accordance with the accounting principles described in the appropriate appendix to the Official Statement, or such other accounting principles as the Issuer may be required to employ from time to time pursuant to state law or regulation.

(ii) If the Issuer changes its fiscal year, it will notify the MSRB of the change (and of the date of the new fiscal year end) prior to the next date by which the Issuer otherwise would be required to provide financial information and operating data pursuant to this Section. The financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document, if it is available from the MSRB) that theretofore has been provided to the MSRB or filed with the SEC.

(c) Event Notices.

(i) The Issuer shall notify the MSRB in an electronic format as prescribed by the MSRB, in a timely manner (but not in excess of ten (10) business days after the occurrence of the event) of any of the following events with respect to the Certificates:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;

4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Certificates, or other material events affecting the tax status of the Certificates;
7. Modifications to rights of holders of the Certificates, if material;
8. Certificate calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution, or sale of property securing repayment of the Certificates, if material;
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the Issuer;
13. The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
14. Appointment of a successor trustee or change in the name of the trustee, if material;
15. Incurrence of a financial obligation of the Issuer, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of any such financial obligation of the Issuer, any of which affect security holders, if material; and
16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of any such financial obligation of the Issuer, any of which reflect financial difficulties.

As used in clause 12 above, the phrase “bankruptcy, insolvency, receivership or similar event” means the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets of the Issuer, or if jurisdiction has been assumed by leaving the existing City Council and officials or officers of the Issuer in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer. For the purposes of the above describe event notices 15 and 16, the term “financial obligation” means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or (iii) a guarantee of (i) or (ii); provided however, that a “financial obligation” shall not include municipal securities as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

(ii) The Issuer shall notify the MSRB, in a timely manner, of any failure by the Issuer to provide financial information or operating data in accordance with subsection (b) of this Section by the time required by such subsection.

(d) Limitations, Disclaimers, and Amendments.

(i) The Issuer shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the Issuer remains an “obligated person” with respect to the Certificates within the meaning of the Rule, except that the Issuer in any event will give the notice

required by Subsection (c) hereof of any Certificate calls and defeasance that cause the Issuer to no longer be such an “obligated person”.

(ii) The provisions of this Section are for the sole benefit of the registered owners and beneficial owners of the Certificates, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The Issuer undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the Issuer’s financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The Issuer does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Certificates at any future date.

(iii) UNDER NO CIRCUMSTANCES SHALL THE ISSUER BE LIABLE TO THE REGISTERED OWNER OR BENEFICIAL OWNER OF ANY CERTIFICATE OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE ISSUER, WHETHER NEGLIGENT OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

(iv) No default by the Issuer in observing or performing its obligations under this Section shall comprise a breach of or default under the Ordinance for purposes of any other provision of this Ordinance. Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the Issuer under federal and state securities laws.

(v) Should the Rule be amended to obligate the Issuer to make filings with or provide notices to entities other than the MSRB, the Issuer hereby agrees to undertake such obligation with respect to the Certificates in accordance with the Rule as amended. The provisions of this Section may be amended by the Issuer from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the Issuer, but only if (1) the provisions of this Section, as so amended, would have permitted an underwriter to purchase or sell Certificates in the primary offering of the Certificates in compliance with the Rule, taking into account any amendments or interpretations of the Rule since such offering as well as such changed circumstances and (2) either (a) the registered owners of a majority in aggregate principal amount (or any greater amount required by any other provision of this Ordinance that authorizes such an amendment) of the outstanding Certificates consent to such amendment or (b) a qualified person that is unaffiliated with the Issuer (such as nationally recognized bond counsel) determined that such amendment will not materially impair the interest of the registered owners and beneficial owners of the Certificates. If the Issuer so amends the provisions of this Section, it shall include with any amended financial information or operating data next provided in accordance with subsection (a) of this Section an explanation, in narrative form, of the reason for the amendment and of the impact of any change in the type of financial information or operating data so provided. The Issuer may also amend or repeal the provisions of this continuing disclosure agreement if the SEC amends or repeals the applicable provision of the Rule or a court of final jurisdiction enters judgment that such provisions of the Rule are invalid, but only

if and to the extent that the provisions of this sentence would not prevent an underwriter from lawfully purchasing or selling Certificates in the primary offering of the Certificates.

Section 14. METHOD OF AMENDMENT. The Issuer hereby reserves the right to amend this Ordinance subject to the following terms and conditions, to-wit:

(a) The Issuer may from time to time, without the consent of any holder, except as otherwise required by paragraph (b) below, amend or supplement this Ordinance in order to (i) cure any ambiguity, defect or omission in this Ordinance that does not materially adversely affect the interests of the holders, (ii) grant additional rights or security for the benefit of the holders, (iii) add events of default as shall not be inconsistent with the provisions of this Ordinance and that shall not materially adversely affect the interests of the holders, (iv) qualify this Ordinance under the Trust Indenture Act of 1939, as amended, or corresponding provisions of federal laws from time to time in effect, or (v) make such other provisions in regard to matters or questions arising under this Ordinance as shall not be inconsistent with the provisions of this Ordinance and that shall not in the opinion of the Issuer's Bond Counsel materially adversely affect the interests of the holders.

(b) Except as provided in paragraph (a) above, the holders of Certificates aggregating in principal amount 51% of the aggregate principal amount of then outstanding Certificates that are the subject of a proposed amendment shall have the right from time to time to approve any amendment hereto that may be deemed necessary or desirable by the Issuer; provided, however, that without the consent of 100% of the holders in aggregate principal amount of the then outstanding Certificates, nothing herein contained shall permit or be construed to permit amendment of the terms and conditions of this Ordinance or in any of the Certificates so as to:

- (1) Make any change in the maturity of any of the outstanding Certificates;
- (2) Reduce the rate of interest borne by any of the outstanding Certificates;
- (3) Reduce the amount of the principal of, or redemption premium, if any, payable on any outstanding Certificates;
- (4) Modify the terms of payment of principal or of interest or redemption premium on outstanding Certificates or any of them or impose any condition with respect to such payment; or
- (5) Change the minimum percentage of the principal amount of the Certificates necessary for consent to such amendment.

(c) If at any time the Issuer shall desire to amend this Ordinance under this Section, the Issuer shall send by U.S. mail or other appropriate means to each registered owner of the affected Certificates a copy of the proposed amendment. Such notice shall briefly set forth the nature of the proposed amendment and shall state that a copy thereof is on file at the office of the Issuer for inspection by all holders of such Certificates.

(d) Whenever at any time within one year from the date of mailing of such notice the Issuer shall receive an instrument or instruments executed by the holders of at least 51% in aggregate principal amount of all of the Certificates then outstanding that are required for the amendment, which instrument or instruments shall refer to the proposed amendment and that shall specifically consent to and approve such amendment, the Issuer may adopt the amendment in substantially the same form.

(e) Upon the adoption of any amendatory Ordinance pursuant to the provisions of this Section, this Ordinance shall be deemed to be modified and amended in accordance with such amendatory Ordinance, and the respective rights, duties, and obligations of the Issuer and all holders of such affected Certificates shall thereafter be determined, exercised, and enforced, subject in all respects to such amendment.

(f) Any consent given by the holder of a Certificate pursuant to the provisions of this Section shall be irrevocable for a period of six (6) months from the date of such consent, and shall be conclusive and binding upon all future holders of the same Certificate during such period. Such consent may be revoked at any time after six (6) months from the date of such consent by the holder who gave such consent, or by a successor in title, by filing notice with the Issuer, but such revocation shall not be effective if the holders of 51% in aggregate principal amount of the affected Certificates then outstanding, have, prior to the attempted revocation, consented to and approved the amendment.

For the purposes of establishing ownership of the Certificates, the Issuer shall rely solely upon the registration of the ownership of such Certificates on the registration books kept by the Paying Agent/Registrar.

Section 15. DEFAULT AND REMEDIES

(a) Events of Default. Each of the following occurrences or events for the purpose of this Ordinance is hereby declared to be an Event of Default:

(i) the failure to make payment of the principal of or interest on any of the Certificates when the same becomes due and payable; or

(ii) default in the performance or observance of any other covenant, agreement or obligation of the Issuer, the failure to perform which materially, adversely affects the rights of the registered owners of the Certificates, including, but not limited to, their prospect or ability to be repaid in accordance with this Ordinance, and the continuation thereof for a period of sixty (60) days after notice of such default is given by any Registered Owner to the Issuer.

(b) Remedies for Default.

(i) Upon the happening of any Event of Default, then and in every case, any Registered Owner or an authorized representative thereof, including, but not limited to, a trustee or trustees therefor, may proceed against the Issuer for the purpose of protecting and enforcing the rights of the Registered Owners under this Ordinance, by mandamus or other suit, action or special proceeding in equity or at law, in any court of competent jurisdiction, for any relief permitted by law, including the specific performance of any covenant or agreement contained herein, or thereby to enjoin any act or thing that may be unlawful or in violation of any right of the Registered Owners hereunder or any combination of such remedies.

(ii) It is provided that all such proceedings shall be instituted and maintained for the equal benefit of all Registered Owners of Certificates then outstanding.

(c) Remedies Not Exclusive.

(i) No remedy herein conferred or reserved is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or under the Certificates or now or hereafter existing at law or in equity; provided, however, that notwithstanding any other provision of this Ordinance, the right to accelerate the debt evidenced by the Certificates shall not be available as a remedy under this Ordinance.

(ii) The exercise of any remedy herein conferred or reserved shall not be deemed a waiver of any other available remedy.

(iii) By accepting the delivery of a Certificate authorized under this Ordinance, such Registered Owner agrees that the certifications required to effectuate any covenants or representations contained in this Ordinance do not and shall never constitute or give rise to a personal or pecuniary liability or charge against the officers, employees or trustees of the Issuer or the City Council.

Section 16. APPROPRIATION. To pay the debt service coming due on the Certificates, if any (as determined by the Pricing Officer) prior to receipt of the taxes levied to pay such debt service, there is hereby appropriated from current funds on hand, which are hereby certified to be on hand and available for such purpose, an amount sufficient to pay such debt service, and such amount shall be used for no other purpose.

Section 17. EFFECTIVE DATE. In accordance with the provisions of V.T.C.A., Government Code, Section 1201.028, this Ordinance shall be effective immediately upon its adoption by the City Council.

Section 18. SEVERABILITY. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereof to any persons or circumstances is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this Ordinance, despite such invalidity, which remaining portions shall remain in full force and effect.

[Execution Page Follows]

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS,
TEXAS, this _____.

ATTEST:

Mayor, City of Wichita Falls, Texas

City Clerk, City of Wichita Falls, Texas

[CITY SEAL]

APPROVED AS TO FORM:

City Attorney, City of Wichita Falls, Texas



STRATEGIC PILLAR

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

City Council May 19, 2026 Transmittal Letter

Agenda Item Number: 11.a.

Agenda Item Name: Public Hearing and take action on a resolution regarding the proposed 2026 Third Year Annual Action Plan of the adopted Five Year 2024-2028 Public Housing Agency (PHA) Plan with a change to the Housing Administrative Plan

- I. Public Hearing
- II. Take Action

Council Action to be Taken: Conduct Public Hearing, Consider and take action on proposed Resolution.

Department Submitted: Housing

Staff Contact:

Sharon Garza, Housing Supervisor
Alex Borrego, Neighborhood Services Manager
Rita Miller, Assistant Director Development Services
Fabian Medellin, Director of Development Services

1. PURPOSE / DESCRIPTION

City Council annually reviews and approves the documents that guide operations of the City's Housing Choice Voucher Program, this being the third year of the adopted 2024-2028 Five-Year Public Housing Agency Plan. A public hearing with resolution is required for the approval of this plan and an update to the Housing Administrative Plan.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Housing Choice Voucher (formerly Section 8) Program provides rental assistance to low-income individuals and families to help pay a portion of their rent. The rent is paid directly to the landlord on behalf of the client.

Applications are accepted every Tuesday between 8am – 5pm at the Neighborhood

Services Building located at 1800 7th Street. Currently, the time on the waiting list is approximately 12 months or longer. Applicants are selected from the waiting list based on the date and time of application and those which meet the following criteria are given preference:

- Working applicants (90 days or more)
- Elderly (62 years of age or older) individuals or families
- Disabled individuals or families

It has been customary during the annual review to also review the status of the program. Below are a few current program details:

- 889 families are being assisted.
- 973 individuals/families on the waiting list.
- \$16,947 annual average total income for active tenants.
- \$398 average monthly rent portion paid by the tenant.
- \$520 average monthly cost per unit paid by Housing to landlords (\$44 increase from last year due to the rising cost of rent per unit).

The proposed update to the Housing Administrative Plan is to modify the Grievance process, which allows clients to formally appeal decisions made by Housing staff, such as denial of assistance or termination of benefits. This process ensures fairness, transparency, and gives participants an opportunity to be heard.

Currently, the appeals are reviewed in three steps: Step 1 by the Neighborhood Services Manager, Step 2 by the Director of Development Services, and Step 3 by the Assistant City Manager. Due to recent staffing changes, it is recommended that Step 2 be assigned to the Assistant Director of Development Services and Step 3 by the Director of Development Services, while Step 1 remains unchanged.

If approved, the update to the Grievance process will be effective July 1st, 2026 and the proposed plan will begin on October 1st, 2026.

3. BOARD REVIEW / CITIZEN INPUT

- February 25, 2026, Resident Advisory Board meeting was held with owners and tenants to receive comments.
- 45-day Notice of a Public Hearing was published 3/26/2026 and 3/30/2026 in the Times Record News.

4. RECOMMENDATION

Staff recommends (1) the Council open the public hearing to receive citizen comments, and (2) the approval of the Resolution.

5. FUNDING SOURCE

U.S. Department of Housing and Urban Development (HUD)

6. TIMELINE

July 1st, 2026 Grievance Process updates go into effect.

October 1st, 2026 Annual Housing Plan begins.

7. ALTERNATIVE OPTIONS

N/A

8. ATTACHMENTS

1. Resolution 2026 Annual Action Plan
2. 2026 Annual Plan HCV Only PHA HUD-50075-HCV

Resolution No. _____

**Resolution Approving the 2026 Third Year Annual Action Plan of the
Adopted 2024-2028 Five Year Public Housing Agency (PHA) Plan**

WHEREAS, the Housing Division must annually submit for City Council approval, the Division's Annual Action Plan as part of the Five Year PHA Plan; and,

WHEREAS, as a result of this year's review of the Third Year Annual Action Plan, and revisions to the grievance process assignments in the Housing Administrative Plan are approved; and,

WHEREAS, the City Manager, or their designee, is authorized to execute all documents and other HUD required documents to implement any updates to both the Annual Plan and Administrative Plan; and,

WHEREAS, the City Council has conducted the required Public Hearing for this action.

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

The attached Third Year Action Plan of the adopted Five Year Public Housing Agency Plan is hereby approved.

PASSED AND APPROVED this the 19th Day of May, 2026.

MAYOR

ATTEST:

City Clerk

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 09/30/2027
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or HCVs combined and is not PHAS or SEMAP troubled.

A. PHA Information.	
A.1	PHA Name: _____ PHA Code: _____ PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____ PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) _____ PHA Plan Submission Type: ☐ Annual Submission ☐ Revised Annual Submission Public Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans.

B.2	New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA’s applicable Fiscal Year? Y N ☐ ☐ Project-Based Vouchers (b) If Project-Based Voucher (PBV) activities are planned for the applicable Fiscal Year, provide the projected number of PBV units and general locations, and describe how project-basing would be consistent with the PHA Plan.
B.3	Progress Report. Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.

B.4	Capital Improvements. – Not Applicable
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N N/A ☐ ☐ ☐ (b) If yes, please describe:
C.	Other Document and/or Certification Requirements.
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

C.2	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y ☐ N ☐ (b) If yes, include Challenged Elements.

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV-Only PHAs

A. PHA Information. All PHAs must complete this section (24 CFR 903.4).

- A.1** Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of Housing Choice Vouchers (HCVs), PHA Plan Submission Type,** and the **Public Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. Note: The number of HCV's should include all special purpose vouchers (e.g. Mainstream Vouchers, etc.) (24 CFR 903.23(e)).

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table (24 CFR 943.128(a)).

B. Plan Elements. All PHAs must complete this section (24 CFR 903.11(c)(3)).

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR 903.7(a)(2)(i)). Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy (24 CFR 903.7(a)(2)(ii)).

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV (24 CFR 903.7(b)).

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program and state the planned use for the resources (24 CFR 903.7(c)).

☐ **Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies (24 CFR 903.7(d)).

☐ **Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA (24 CFR 903.7(e)).

☐ **Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants (24 CFR 903.7(f)).

☐ **Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

☐ **Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR 903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements (24 CFR 903.7(l)(iii)).

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan (24 CFR 903.7(s)(2)(i)).

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan (24 CFR 903.7(s)(2)(ii)).

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

- B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements in the applicable Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 24 CFR 983.55(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations (including if PBV units are planned on any former or current public housing units or sites), and describe how project-basing would be consistent with the PHA Plan (24 CFR 903.7(b)(3), 24 CFR 903.7(r)).

- B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan (24 CFR 903.11(c)(3), 24 CFR 903.7(s)(1)).
- B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs.
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided (24 CFR 903.7(p)).

C. Other Document and/or Certification Requirements.

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations (24 CFR 903.13(c), 24 CFR 903.19).
- C.2 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan (24 CFR 903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of 24 CFR 5.150 *et seq.*, 24 CFR 903.7(o)(1), and 24 CFR 903.15.
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public (24 CFR 903.23(b)).

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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