

AGENDA
HALTOM CITY COUNCIL MEETING
October 10, 2016
CITY HALL - 5024 BROADWAY AVENUE
Council Chambers – Work Session – 6:00 P.M./Regular Session – 7:00 P.M.

WORK SESSION 6:00 P.M.

CALL TO ORDER (General Comments)

- Review and discuss items on the regular agenda of October 10, 2016

EXECUTIVE SESSION

Chapter 551 of the Texas Government Code

As authorized by Section 551.071, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on open meetings, open records, project schedule/construction contract with Tiseo Paving, dissolution/restructuring of the Haltom City Economic Development Corporation, and pending litigation and settlement offers for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City

Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

REGULAR SESSION 7:00 P.M.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE – Council Member Stephanie Davenport

ANNOUNCEMENTS/EVENTS – Assistant City Manager Rex Phelps

REGULAR AGENDA

1. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of September 26, 2016. **(A. Camacho)**
2. **Ordinance No. O-2016-025-03** – Consideration and/or action regarding approval of adopting the revised budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016. **2nd Reading (J. Fung)**
3. **Homeland Security Grant** – Consideration and/or action to approve Resolution No. R-2016-022-05, the Citizens Emergency Response Team grant. **(P. Bynum)**
4. **Final Plat (P-004-16)** – Consideration and/or action regarding approval on the application of Lordkham Keosybounheunang of a final plat creating Lot 1, Block 1 of the Keosy Addition from Tract 1C24 of the Joel Walker Survey, A-1654, located in the “SF-2” Single Family District, containing approximately 0.2 acres, and locally known as 3907 Hollis Street. **(J. French)**

5. **Property Enhancement Incentives Grant** – Consideration and/or action for approval of a Property Enhancement Incentives Grant to Ron Sturgeon Real Estate LP for property located at 5524 Midway Road. **(J. French)**

VISITORS/CITIZENS FORUM

This time is set-aside for any person having business before the Council that is not scheduled on the agenda to speak to the Council. Please submit a completed Speaker's Request Form to the City Secretary and follow the instructions listed on the form. If a group is present and interested in the same issue, please choose a spokesperson. Council cannot discuss or debate any issue brought forth at this time, nor can any formal action be taken, as it is not a posted agenda item in accordance with the open meetings law.

BOARDS/COMMISSIONS

6. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members.
7. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions.

EXCUSED ABSENCE OF COUNCIL MEMBERS

8. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter.

EXECUTIVE SESSION

See Posting on Page One (1) of Agenda.

RECONVENE TO REGULAR SESSION

9. Take any action deemed necessary as a result of the Executive Session.

ADJOURNMENT

CERTIFICATION

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 7th DAY OF OCTOBER, 2016 AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON _____ DAY OF _____, 2016.

Name: _____ Title: _____



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of meeting. To make arrangements call 817-222-7754.

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016
Department: City Secretary
Subject: Minutes of September 26, 2016

BACKGROUND

A Regular Meeting was held at City Hall, 5024 Broadway Avenue on September 26, 2016.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve the Minutes of September 26, 2016.

ATTACHMENTS

September 26, 2016 Minutes

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
September 26, 2016**

A Regular Meeting by the City Council of the City of Haltom City, Texas, was held on September 26, 2016, at 7 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt	Mayor Pro Tem Bob Watkins
Council Place 1 Jeannine Nunn	Council Place 2 Walter Grow
Council Place 3 Scott Garrett	Council Place 4 Trae Fowler
Council Place 7 Dr. An Truong	
Council Place 6 Stephanie Davenport (via video conferencing)	

Staff Present: Keith Lane, City Manager; Rex Phelps, Assistant City Manager, Wayne Olson, City Attorney; Art Camacho, City Secretary; Justin French, Planning and Community Director; Jennifer Fung, Finance Director; Christi Pruitt, Recreation Center Director, Cody Phillips, Police Chief, Steve Ross, Fire Chief, Police Cpl. Tony Miller, and Greg Van Nieuwenhuize, Public Works Director.

WORKSESSION

CALL TO ORDER

Mayor Averitt called the Worksession to order at 6:02 p.m. Agenda Item # 1 – Monthly Financial Report for August 2016 – was given by Finance Director Jennifer Fung. A discussion was held regarding expenditures in the Information Technology (IT) department. No other agenda items were discussed and the Worksession ended at 6:10 p.m.

Mayor Averitt called for an Executive Session at 6:10 p.m.

EXECUTIVE SESSION

Chapter 551 of the Texas Government Code

As authorized by Section 551.071, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on open meetings, open records, project schedule/construction contract with Tiseo Paving, dissolution/restructuring of the Haltom City Economic Development Corporation, and pending litigation and settlement offers for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City

Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

Mayor Averitt closed the Executive Session at 6:50 p.m.

REGULAR MEETING

CALL TO ORDER

Mayor Averitt called the meeting to order at 7:05 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member Dr. An Truong gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS/EVENTS

Assistant City Manager Rex Phelps announced the following:

Public Library

Family Movie Night is Monday, October 10th at 6:30 p.m. featuring the movie *"The Jungle Book."*

Applebee's Breakfast - Come join your friends & family at the *all you can eat* breakfast on Saturday, October 15th, from 8 – 10 a.m. Sponsored by the Friends of the Haltom City Public Library.

Pumpkin Decorating Contest - Pumpkin or gourd, real or artificial. Deadline: October 22nd, for ages 5 – adult.

Community Projects

Keep Haltom City Beautiful is hosting the Trinity Trash Bash on Saturday, October 1st from 10 a.m. – 2 p.m. The Trinity Trash Bash is a litter clean-up along a waterway at Buffalo Ridge Park. Free T-shirts for volunteers along with much more. Online registration will be available on the city website.

Voter Registration - The last day to register to vote in this upcoming election is October 11, 2016. Voter registration cards are available at City Hall or you can register to vote online at www.VoteTexas.gov. This website offers all the information you will need about voting, your polling place and more. The General Election will take place on Tuesday, November 8, 2016. Early voting will take place from October 24 - November 4, 2016.

Senior's Jamboree – The Tarrant County Senior's Jamboree will be held on Friday, September 30th from 9 a.m. – 1 p.m. at YMCA Camp Carter.

Health Fiesta - Everyone is invited to the "Health Fiesta" on Saturday, October 1st from 10:30 a.m. - 2 p.m. at Bethesda Community Church. This family event will offer mammograms, flu vaccines, medical screenings for diabetes, colon cancer, dental and vision screenings all for FREE. Food items and winter coats for children while supplies last, so get there early.

Empowering Seniors Health Fair - Tarrant County Commissioner Gary Fickes invites Caregiver, Boomers and Seniors to the 8th Annual Empowering Seniors Health Fair event on Friday, October 7th from 9 a.m. – 2 p.m. at the First Baptist Church Euless, Campus West. Professional health screenings, info workshops, 140 exhibitors, free Flu Shots, free food and entertainment will be held. Citizens can register at www.EmpoweringSeniors.com.

Community Powered Revitalization Program - Haltom City is a proud partner with 6Stones Community Powered Revitalization Program (CPR). The "Fall Blitz" is happening on Friday, October 21st and Saturday, October 22nd. Volunteers and Site Captains are needed for this impactful community event and the number of volunteers determines the number of houses we can improve, so we need everyone's help. Online registration is available through the city website.

More information is available at www.haltomcitytx.com or contact Julie Orebaugh.

PRESENTATION – City Employee Longtime Service Award – Police Chief Cody Phillips presented a 20-year service award to Police Cpl. Tony Miller.

PROCLAMATION – Ovarian Cancer Awareness Month – Fire Chief Steve Ross presented the proclamation to Perry Bynum and his wife Lisa, who thanked the citizens and Council for their support in this cause.

REGULAR AGENDA

2. **Minutes** – Consideration and/or action regarding approval of the Minutes of the budget workshop of September 6, 2016, and the meeting of September 12, 2016. Council Member Truong moved, seconded by Council Member Walter Grow, to approve the minutes of September 6, 2016, and September 12, 2016. ***The vote was unanimous. Motion carried.***

Mayor Averitt moved Agenda Item # 7 to be considered next.

7. **Development Agreement** – Consideration and/or action to approve a Chapter 380 Development Program and Economic Development Agreement between the City of Haltom City, the Haltom City Economic Development Corporation and Haltom Hospitality, LLC. Assistant City Manager Rex Phelps presented the agreement and a discussion was held regarding the building dimensions, timeline of construction, number of employees, the type of adjoining restaurant, and the number of rooms. ACM Phelps also presented a summary of the Haltom Hospitality LLC and provided contact information for the public. Council Member Scott Garrett moved, seconded by Council Member Jeannine Nunn, to approve the zoning agreement as noted. ***The vote was unanimous. Motion carried.***
3. **Ordinance No. O-2016-021-15 (Z-007-16)** – Consideration and/or action on the application of Ben Thomas for a Zoning Change request from “C-2” Commercial District to “C-3” Commercial District located on Lot 10B, Block 2 of the Oak Knoll Addition, being approximately 0.1 acres located north of Parrish Road and west of Oak Knoll Drive, locally known as 1401 Oak Knoll Drive; and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan. ***2nd Reading.*** Planning and Community Development Director Justin French presented the ordinance. Council Member Grow moved, seconded by Council Member Truong, to approve Ordinance No. O-2016-021-15 (Z-007-16) – second reading. ***The vote was unanimous. Motion carried.***
4. **Short Form Plat (P-009-16) Broadway Animal Clinic Addition** – Consideration and/or action to approve the application of Rohinder Singh for approval of a short form plat creating Lot 1, Block 1 of the Broadway Animal Clinic Addition from Tracts 1A and 1A1 of the John W. Elliston Survey, A-472, located in the “C-3” Commercial District, containing approximately 1.045 acres, and locally known as 3906 Broadway Avenue. Planning and Community Development Director Justin French presented the plat and a discussion was held regarding the property addition. Council Member Trae Fowler moved, seconded by Council Member Garrett, to approve Short Form Plat (P-009-16) – Broadway Animal Clinic Addition. ***The vote was unanimous. Motion carried.***
5. **Ordinance No. O-2016-025-03** – Conduct a public hearing and consideration and/or action regarding approval of adopting the revised budget for the fiscal year

beginning October 1, 2015 and ending September 30, 2016. **1st Reading.** Finance Director Jennifer Fung presented the ordinance and a discussion was held regarding the Police and Fire Department budget changes concerning donation funds. Mayor Averitt opened the Public Hearing at 7:34 p.m. No citizen came forward. Mayor Averitt closed the Public Hearing at 7:35 p.m. Council Member Garrett moved, seconded by Council Member Truong, to approve Ordinance No. O-2016-025-03 – fiscal year 2016 – revised budget for the Police and Fire donation fund – first reading. **The vote was unanimous. Motion carried.**

6. **Resolution No. R-2016-021-10** – Consideration and/or action regarding changing the name of Little Fossil Linear Park to Birdville Trails Park. Recreation Center Director Christi Pruitt presented the resolution and a discussion was held regarding the fiscal impact, sign change, timeline for completion, and the ribbon-cutting ceremony. Council Member Grow moved, seconded by Council Member Nunn, to approve Resolution No. R-2016-021-10 – for the park name change to Birdville Trails Park. **The vote was unanimous. Motion carried.**

VISITORS/CITIZENS FORUM

No citizen came forward. Council Member Trae Fowler expressed his thanks to all who were involved in the Haltom High School Homecoming Parade.

BOARDS/COMMISSIONS

8. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. There were no resignations.
9. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. Mayor Averitt appointed Thomas Sanders to an Alternate position on the Zoning Board of Adjustments. **The appointment was approved unanimously.**

EXCUSED ABSENCE OF COUNCIL MEMBERS

10. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter. There were no absences.

ADJOURNMENT

Mayor Averitt adjourned the meeting at 7:40 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

David Averitt, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016

Department: Finance - Budget

Subject: Ordinance No. O-2016-025-03 – Fiscal Year 2016 Revised Budget – Second Reading

BACKGROUND

In accordance with applicable statutes and the City Charter, the City must conduct a public hearing to receive input on any changes to the FY2016 budget that increases the total appropriation. The City Council held a public hearing and approved the first reading of the revised budget on September 26, 2016.

FISCAL IMPACT

The revised FY2016 budget totals \$73,649,974. This is an increase of \$20,000 over the adopted budget of \$73,629,974. There are two special revenue funds that need budget increase to meet operational needs.

1. Fire Donation Fund – an increase of \$10,000 is requested for operation costs including purchases of supplies and annual banquet. The original budget did not have any amount for operating costs.
2. Police Donation Fund – an increase of \$10,000 is needed to cover cost incurred on installation of mobile vision equipment.

RECOMMENDATION

Staff recommends the City Council approve the second and final reading of Ordinance No. O-2016-025-03, adopting the revised budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016.

ATTACHMENTS

Ordinance No. O-2016-025-03

ORDINANCE NO. O-2016-025-03

APPROPRIATION

AN ORDINANCE APPROVING REVISED BUDGET FIGURES FOR FISCAL YEAR 2016; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Haltom City is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, Section 102.010 of the Local Government Code allows the City Council of the City of Haltom City to make changes in the Fiscal Year 2016 budget for municipal purposes; and

WHEREAS, Section 5.04 of the Haltom City Charter specifies that once the budget is adopted the City Manager shall authorize no expenditure over the total funds for expenditure in the overall budget unless the budget is amended by the same public notice procedure called for in adopting the budget; and

WHEREAS, Public Hearings were held by the City Council of the City of Haltom City, Texas on the 26th day of September, 2016; and on the 10th day of October, 2016

WHEREAS, after a full and final consideration, the City Council is of the opinion that the budget should be amended;

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

SECTION 1.

The revised budget of the Revenues of the City of Haltom City and the Expenses of conducting the affairs thereof for the Fiscal Year beginning October 1, 2015 and ending September 30, 2016, as approved by the City Council, hereby be, and the same is, in all things, adopted and approved as the said City of Haltom City budget for the Fiscal Year beginning the first day of October, 2015, and ending the thirtieth day of September, 2016.

SECTION 2.

The following sums are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document, including the revised budgetary data for the fiscal year ending September 30, 2016:

	Adopted Budget Fiscal Year 2016	Budget Amendment	Revised Budget Fiscal Year 2016
General Fund	\$26,239,766		\$26,239,766
Debt Service Fund	4,902,187		4,902,187
Economic Development Fund	3,149,337		3,149,337
Crime Control & Prevention District Fund	2,001,184		2,001,184
Oil and Gas Fund	890,650		890,650
Hotel/Motel Tax Fund	59,808		59,808
Court Security Fund	34,000		34,000
Court Technology Fund	82,367		82,367
Juvenile Case Manager Fund	49,500		49,500
Red Light Camera Fund	199,830		199,830
Grant Fund	83,905		83,905
PEG Fund	52,500		52,500
Fire Donation Fund	-	10,000	10,000
Library Donation Fund	74,900		74,900
Police Forfeiture Fund	8,600		8,600
Park Donation Fund	81,100		81,100
Park Dedication Fund	-		-
Safe Pathways Fund	-		-
Animal Shelter Fund	-		-
Police Donation Fund	68,350	10,000	78,350
Police CART Fund	2,500		2,500
Street Reconstruction Fund	6,656,000		6,656,000
Capital Projects Fund	3,835,000		3,835,000
Capital Replacement Fund	-		-
Street Assessments Fund	-		-
Water & Sewer Fund	21,264,576		21,264,576
Water & Sewer Utility Projects Fund	1,685,000		1,685,000
Water and Sewer Impact Fees Fund	-		-
Drainage Utility Fund	1,947,614		1,947,614
Drainage Capital Projects Fund	261,300		261,300
Total	\$73,629,974	\$20,000	\$73,649,974

SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas, as required by law.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Haltom City, Texas (1998), as amended, except where the provisions of this

ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 26TH DAY OF SEPTEMBER 2016.

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

PASSED AND APPROVED ON SECOND READING THIS 10TH DAY OF OCTOBER 2016.

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016
Department: Fire Department
Subject: Resolution No. R-2016-022-05
Homeland Security Grant for CERT

BACKGROUND

The Office of the Governor provides an EGrants site that allows municipalities to apply for funding through the Homeland Security division. The Haltom City Citizens Emergency Response Team (CERT) has applied for a grant in the total amount of \$4,830.50 that will not require matching funds. The application to acquire \$2,583.00 of equipment and \$2,247.50 for supplies and direct operating expenses was submitted and awarded to the Haltom City CERT. An approved resolution supporting this application must also be submitted to the Office of the Governor after October 1, 2016 on the EGrants site before the funding can be released.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve Resolution No. R-2016-022-05 for the Haltom City CERT to receive grant funding.

ATTACHMENTS

Resolution No. R-2016-022-05

RESOLUTION NO. R-2016-022-05

A RESOLUTION FOR THE CITIZENS EMERGENCY RESPONSE TEAM (CERT) GRANT FOR THE ACQUISITION OF EQUIPMENT, SUPPLIES AND DIRECT OPERATING EXPENSES.

WHEREAS, the City Council of Haltom City finds it in the best interest of the citizens of Haltom City that the Citizens Emergency Response Team (CERT) be operated for 2016; and

WHEREAS, the City Council of Haltom City is not required to provide any matching funds for this said project as required by the Homeland Security Grant; and

WHEREAS, the City Council of Haltom City agrees that in the event of loss or misuse of the Office of the Governor funds, the City Council of Haltom City assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City Council of Haltom City designates Mayor David Averitt as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

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

SECTION I

The City Council of Haltom City approves the submission of the grant application for the Citizens Emergency Response Team to the Office of the Governor.

PASSED AND APPROVED by the City Council of the City of Haltom City, Texas this 10th day of October, 2016.

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

Grant Number: 2982402

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016
Department: Planning & Community Development
Subject: (P-004-16) Keosy Addition
Final Plat – Lot 1, Block 1

BACKGROUND

Consider action on the application of Lordkham Keosybounheunang for approval of a final plat creating Lot 1, Block 1 of the Keosy Addition from Tract 1C24 of the Joel Walker Survey, A-1654, located in the "SF-2" Single Family District, containing approximately 0.2 acres, and locally known as 3907 Hollis Street.

FISCAL IMPACT

None

RECOMMENDATION

On September 27, 2016, the Planning and Zoning Commission recommended approval of P-004-16 by a vote of 3-0-0. Other than discretionary matters for the Council, the application is administratively complete and meets the requirements of the Subdivision Ordinance.

ATTACHMENT

P&Z Staff Report with Attachments

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: October 10, 2016

Department: Economic Development

Subject: Property Enhancement Incentives Policy (PEIP)

BACKGROUND

On April 27, 2015, City Council approved Resolution R-2015-003-01, the Property Enhancement Incentives Policy (PEIP), which clarified, expanded upon, and replaced the Façade Grant Program that was established in 2009 as an incentive to local business owners. The PEIP affords added opportunities to businesses applying for a grant. The purpose and intent of the PEIP is to reimburse commercial property owners or business operators that *enhance* their Haltom City property through a matching grant.

Another new feature with the PEIP is the ability for businesses to apply for a property enhancement grant on an annual basis provided that type of improvement is different from the year before. For example, a business may receive a grant for landscaping, and after a 12 month period may apply for a grant to upgrade a sign.

The Façade Grant Program offered a 50% matching grant up \$10,000 that included the total project costs. Alternatively, the PEIP has varying participation limits on the type of enhancement. It is still a maximum of \$10,000 for the total project but there are limits to the amounts. For example, the maximum on an interior renovation is a 20% match up to \$4,000; while cleaning and painting is a 50% match up to \$10,000.

FISCAL IMPACT

It is the City's desire to enhance the viability and sustainability of commercial properties by improving the physical appearance of the businesses and the City's commercial corridors. The improvements can lead to an increase in the marketability and occupancy rate of the commercial buildings hindered by and outdated appearance.

The FY2017 budgeted amount in the General Fund for the Economic Development Department is \$200,000; which includes funding for Economic Development Assistance Grants up to \$50,000 each and HOME Grants that are typically about \$8,500 each. Based on available records, one \$50,000 Assistance Grant (Zapri Plaza) and another \$20,000 Assistance Grant (Wayne's Boot Barn) are the only projected payouts for FY2007.

RECOMMENDATION

Staff has reviewed the grant application and recommends the City Council consider approving a reimbursement of half of the requested \$10,000 for the following reasons:

1. Though consistent with the PEIP eligibility requirements, the scope of work (cleaning and painting) can be consider building maintenance and there are several other Haltom City properties that would have a bigger economic impact if awarded a grant for this scope of work;
2. Grant funds are limited and though properties on Midway Road are preferred areas to award grants per the PEIP, the City's recent focus to strategically assist properties on the 820 and Belknap Corridors will be further limited if grants are issued to other corridors;
3. The PEIP is not sustainable and could theoretically consume the available economic development funds year after year if grants for building maintenance, such as cleaning and painting, are not issued sparingly and with strict scrutiny; and
4. The two bids provided by the applicant appear to be high for the scope of work.

The City Council shall make the final decision regarding the merits of an application and the appropriate grant to be given.

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

That the above stated Staff recommendation is hereby approved and authorized with regard to the attachments provided.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 10th day of October, 2016, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

ATTACHMENTS

PEIP

Application by Ron Sturgeon Real Estate LP

Applicant's Proof of Ownership

Photos provided by Applicant

Applicant's Scope of Work

Quotes to Perform Scope of Work

Site Plan

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016
Department: City Secretary
Subject: Boards and Commissions
Resignation of Members

BACKGROUND

The City Council will consider action regarding the resignations from Boards and Commissions. Steven Chapman has submitted his resignation from Planning and Zoning.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENT

Email resignation from Steven Chapman

CITY COUNCIL MEMORANDUM

City Council Meeting: October 10, 2016
Department: City Secretary
Subject: Boards and Commissions
Appointments/Reappointments

BACKGROUND

The City Council will consider action regarding the appointment/reappointment of board and commission members. Councilmembers serving in Places 4 and 6 are due to make appointments and/or reappointments to the following boards: Beautification, Library, and Parks. The Mayor appoints all five members to the Public Arts Program Committee.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENTS

Applications: Kyle Crouse, Zachariah Ammons, Teresa Cabano, Diana Williams, David Wood, John Thornton, Troy Depue, and Anastasia Taylor.

Mayor: Beautification (vacant), Public Arts Program Committee – 2 appointments vacant.

Councilmember Place 1: ZBA (vacant)

Councilmember Place 4: Beautification (current member Denise Ford), Library (current member Teresa Cabano), Parks (current member Don Cooper)

Councilmember Place 6: Beautification (vacant), Parks (current member Dana Coffman)