



May 25, 2021

5:00 P.M.

CITY COUNCIL

**TELECONFERENCE MEETING
AGENDA**





**NOTICE OF MEETING OF THE CITY COUNCIL OF
THE CITY OF HARKER HEIGHTS, TEXAS
VIA TELECONFERENCE**

The City of Harker Heights
305 Miller's Crossing
Harker Heights, Texas 76548
Phone 254/953-5600
Fax 254/953-5614

Notice is hereby given that, beginning at 5:00 p.m. on Tuesday, May 25, 2021, and continuing from day to day thereafter if necessary, the City Council of the City of Harker Heights, Texas, will conduct a telephonic meeting to contain the spread of COVID-19 in accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020. The subjects to be discussed are listed in the following agenda:

Mayor
Spencer H. Smith

MEETING AGENDA

Mayor Protem
Michael Blomquist

City Council
Jennifer McCann
Jackeline Soriano Fountain
Lynda Nash
Jody Nicholas

I. Invocation:

II. Pledge of Allegiance:

I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.

III. Roll Call:

IV. Mayoral Proclamations and Presentations:

1. Proclamation declaring the Harker Heights High School Key Club as a "Bright Star of Central Texas".
2. Proclamation declaring the Harker Heights High School Interact Club as a "Bright Star of Central Texas".
3. Recognize Harker Heights Municipal Court Judge Billy Ray Hall, Jr. to administer the Oath of Office to former Teen Court volunteer Jordan Pender as a new Lawyer to practice law in the State of Texas.

V. Consent Items:

1. Discuss and consider approving the minutes of the meetings held on May 11, 2021, and May 18, 2021, and take the appropriate action.
2. Discuss and consider approving an Ordinance of the City of Harker Heights, Texas, amending Ordinance 2020-06 of the Harker Heights Code to extend the COVID-19 Public Health Emergency Declaration through July 3, 2021, and take the appropriate action.

3. Discuss and consider approving an Ordinance of the City of Harker Heights, Texas, amending Ordinance 2021-08 of the Harker Heights Code to extend the Winter Storm State of Disaster Emergency Declaration through June 30, 2021, and take the appropriate action.

VI. Presentations by Citizens:

Citizens who desire to address the Council on any matter may do so during this item. Please understand that while the Council appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing Staff to place the matter on a future agenda. Please state your name and address for the record and limit your comments to three minutes.

VII. Public Hearings:

VIII. Old Business:

IX. New Business:

1. Discuss and consider approving a Resolution of the City Council of the City of Harker Heights, Texas, authorizing the City Manager to sign a Non-Binding Letter of Intent expressing the intention to purchase a Rosenbauer Cobra Commander Chassis Aerial Ladder Truck, and take the appropriate action. (Fire Chief)
2. Discuss and consider approving a Resolution of the City Council of the City of Harker Heights, Texas, authorizing the City Manager to negotiate and sign a contract for Public Drainage Easement Acquisition with Stateside Right of Way Services, LLC. for the Drainage Master Plan Capital Improvement Project No.2, Phase 2, 3, and 4, and take the appropriate action. (Public Works Director)

X. Closed Meeting:

1. Announce a closed meeting for the following purposes:
 - (A) Pursuant to Government Code §551.087, to deliberate the offer of a financial or other incentive to a business prospect that the City Council seeks to have locate, stay, or expand in or near the territory of the City, and with which the City Council is conducting economic development negotiations, *to wit: 380 Agreement.*

XI. Reconvene Open Meeting:

1. Discuss and consider approving an Economic Development 380 Agreement with ABC Corporation.

XII. Reports of Advisory Boards & Commissions:

1. Receive and discuss a presentation by Shiloh Wester, Animal Advisory Committee Member, regarding an Annual Update on the Animal Advisory Committee Activities in 2020. (IT Director / Pet Adoption Center Manager)

XIII. Items from Council:

XIV. Staff Reports:

1. Receive and discuss the City Manager's Report. (City Manager)

XV. Announcements:

XVI. Adjournment:

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Harker Heights, Texas, a place readily accessible to the general public at all times, on the 21st day of May 2021, by 4:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Julie Helsham
City Secretary

The public may participate remotely in this meeting by dialing-in using the toll-free number: United States (Toll Free): [1 877 309 2073](tel:18773092073) and use Access Code: 731-508-453
To join the meeting from your computer, tablet, or smartphone, use the following meeting link: <https://global.gotomeeting.com/join/731508453>

The public will be permitted to offer public comments telephonically as provided by the agenda. Written questions or comments may be submitted two hours before the meeting to the City Secretary's Office. When submitting your written questions or comments, you must include your Name and Address. This agenda is also available on the City of Harker Heights website at www.harkerheights.gov

"This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 254-953-5600, or FAX 254-953-5614, or email jhelsham@harkerheights.gov for further information."

"Pursuant to Chapter 551 of the Government Code the City Council reserves the right to go into Closed Meeting on any item listed above if deemed necessary."



Harker Heights High School Key Club Proclamation

Whereas, the Harker Heights High School Key Club is a sponsored youth program through the Kiwanis Club of Harker Heights and the Key Club organization is among the oldest and most respected service programs; and

Whereas, Key Club is a student-led, high school organization whose members make the world a better place through service; and

Whereas, Key Club members grow as individuals and leaders by answering the call to lead, summoning the courage to engage, and developing the heart to serve; and

Whereas, the Key Club packed bags for a variety of take home activities and holiday events, decorated windowfronts at Market Heights for winter holidays, filmed numerous online “Brain Breaks” for children, worked with other service clubs, held a “Spring Break Food Drive” for KISD, and assisted with in-person programs for our community; and

Whereas, these young men and women spent untold hours of work and energy to provide ongoing programming assistance to the City of Harker Heights and its citizens throughout the 2020-2021 school year; and

Now Therefore, I, Spencer H. Smith, Mayor of the City of Harker Heights, do hereby declare, the Harker Heights High School Key Club:

“Bright Stars of Central Texas”

and urge all citizens to applaud the efforts of this outstanding organization.

In Witness Whereof, I have signed this proclamation and have affixed the Seal of the City of Harker Heights, this 25th day of May, 2021.

Spencer H. Smith, Mayor



Harker Heights High School Interact Club Proclamation

Whereas, the Harker Heights High School Interact Club is a sponsored youth program through the Rotary Club of Harker Heights and the Interact Club organization is among the most respected service programs; and

Whereas, Interact Clubs bring together young people ages 12-18 to develop leadership skills while discovering the power of Service Above Self; and

Whereas, Interact Club members connect with leaders in our community and around the world to take action to make a difference in our school and community; and

Whereas, the Interact Club packed bags for a variety of take home activities and holiday events, assisted with the implementation of the Kern Park Community Garden, worked with other service clubs, provided information dissemination to teens and families during our cold weather event, and assisted with in-person programs for our community; and

Whereas, these young men and women spent untold hours of work and energy to provide ongoing programming assistance to the City of Harker Heights and its citizens throughout the 2020-2021 school year;

Now Therefore, I, Spencer H. Smith, Mayor of the City of Harker Heights, do hereby declare, the Harker Heights High School Interact Club:

“Bright Stars of Central Texas”

and urge all citizens to applaud the efforts of this outstanding organization.

In Witness Whereof, I have signed this proclamation and have affixed the Seal of the City of Harker Heights, this 25th day of May, 2021.

Spencer H. Smith, Mayor

Minutes of the of the City Council meeting held at 5:00 p.m. on Tuesday, May 11, 2021, by a telephonic meeting to contain the spread of COVID-19 in accordance with Governor Abbott’s declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020:

Roll Call:	Spencer H. Smith	Mayor
	Michael Blomquist	Mayor Pro-tem
	Jennifer McCann	Councilmember Place 1
	Jackeline Soriano Fountain	Councilmember Place 3
	Lynda Nash	Councilmember Place 4
	Jody Nicholas	Councilmember Place 5
	David Mitchell	City Manager
	Julie Helsham	City Secretary

General Election Business:

1. Council canvassed the Election Returns for the May 1, 2021, General Election for the City of Harker Heights, Texas. -

Councilmember McCann and Councilmember Nash canvassed the Election results. The results are as follows:

TOTAL VOTERS – 1,393

COUNCIL PLACE 2 CANDIDATES	TOTALVOTES
Michael Blomquist	865 / 64%
Howard “Scot” Arey	497 / 36%

COUNCIL PLACE 5 CANDIDATE	TOTAL VOTES
Vitalis Dubininkas	48 / 4%
Sam Halabi	504 / 36%
Stacey L. Wilson	473 / 34%
Jeffrey Keith Harris	360 / 26%

Michael Blomquist was declared elected for the Councilmember, Place 2 race for a three-year term (2021-2024).

No candidate received a majority vote for the office of Councilmember, Place 5, (expired three-year term).

McCann made the motion to approve. Seconded by Nash. All in favor. Motion approved 4-0.

2. Installation of Officer:

- (a) Swear in Councilmember, Place 2. Three Year Term 2021-2024.

Judge Billy Ray Hall, Municipal Court Judge, administered the Oath of Office to Michael Blomquist to serve as Councilmember, Place 2, for a three-year term ending May, 2024.

3. Council discussed and considered approving a Resolution of the City Council of the City of Harker Heights, Texas, Ordering a Runoff Election to be held on Saturday, June 5, 2021, for the purpose of electing a Council Member, Place 5, for a three year term (2021-2024) to the Harker Heights City Council; Designating the Polling Place; Authorizing the appointment of Election Officials; Authorizing an Election Services Contract with the Bell County Election Administrator for the coordination and use of voting machines and equipment, and authorizing the City Manager to sign the agreement on behalf of the City; Providing for an effective date. Julie Helsham, City Secretary, made the presentation. McCann made the motion to approve as presented. Seconded by Nash. All in favor. Motion approved 4-0.

Mayoral Proclamations and Presentations:

1. Mayor Smith presented Eugene Gardner with the Outstanding Citizen Award.
2. Mayor Smith presented a proclamation to Police Department personnel proclaiming May 9 – 15, 2021, as “National Police Week”.
3. Mayor Smith presented a proclamation to Fire Department personnel proclaiming May 16 – 22, 2021, as “Emergency Medical Services (EMS) Week”
4. Mayor Smith presented a proclamation to Mark Hyde, Public Works Director and Yvonne Spell, Public Works Customer Relations Supervisor, proclaiming May 16 – 22, 2021, as “Public Works Week”.
5. Mayor Smith presented a proclamation to Mike Beard, Building Official and Eric Moree, Building Inspector, proclaiming May 2021, as “Building Safety Month”.
6. Mayor Smith presented a proclamation to Jeff Achee, Parks and Recreation Director and Angie Wilson, Parks Advisory Board Chairperson, proclaiming May 2021, as “National Bike Month”.
7. Mayor Smith presented a proclamation to Sara Gibbs, Activities Coordinator, proclaiming May 2021, as “Older Americans Month”.

At 5:35 p.m. Mayor Smith called for a short break.

Mayor Smith reconvened the meeting at 5:40 p.m.

Consent Items:

1. Council discussed and considered approving the minutes of the meeting held on April 27, 2021. Blomquist made the motion to approve as written. Seconded by Nicholas. All in favor. Motion approved 4-0.

Old Business:

1. Council discussed and considered approving a Resolution of the City Council of the City of Harker Heights, Texas, establishing its Policy and Procedures for Mayor and Council relations, Council and Staff relations, and Council and Media relations. Jerry Bark, Assistant City Manager, made the presentation. Nicholas made the motion to approve. Seconded by Nash. All in favor. Motion approved 4-0.

New Business:

Councilmember Fountain joined the meeting at 5:50 p.m.

1. Council discussed and considered approving a request for Preliminary Plat approval for the subdivision referred to as The Village at Nolan Heights, on property described as a 47.65 acre tract of land in Bell County, Texas, being part of the H.B. Littlefield Survey, Abstract No. 511, and being all of the called 47.626 acre tract of land described in a deed to Cactus Jack Development, Inc., recorded in Instrument No. 2020-064289, Deed Records of Bell County, Texas, generally located North of KISD Middle School No. 14, AKA Nolan Middle School along Warriors Path, Harker Heights, Bell County, Texas. Kristina Ramirez, Planning and Development Director, made the presentation. Blomquist made the motion to approve. Seconded by McCann. All in favor. Motion approved 5-0.
2. Council discussed and considered approving a Resolution of the City of Harker Heights, Texas, finding that Oncor Electric Delivery Company LLC's application for approval to amend its Distribution Cost Recovery Factor to Increase Distribution Rates within the City should be denied; authorizing participation with Oncor Cities Steering Committee; authorizing the hiring of Legal Counsel and Consulting Services; finding that the City's Reasonable Rate Case Expenses shall be reimbursed by the Company; finding that the Meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and Legal Counsel. Ayesha Lealiiee, Finance Director, made the presentation. McCann made the motion to approve. Seconded by Nicholas. All in favor. Motion approved 5-0.
3. Council discussed and considered approving a request for Alcohol Services for the Harker Heights Chamber of Commerce "Central Texas Food, Wine & Brew Festival" at 2410 Community Park on Saturday, September 11, 2021. Jeff Achee, Parks and Recreation Director, made the presentation. Nash made the motion to approve. Seconded by Blomquist. All in favor. Motion approved 5-0.

Reports of Advisory Boards & Commissions:

Mayor Pro-tem Blomquist informed Council that the Director of the Bell County Health District, Amanda Robinson-Chadwell has offered her resignation. Blomquist stated that Bell County Health District Commissioner Bill Shumann and the rest of the Board are in search mode to find an interim Director and that he will keep Council updated as things develop.

Items from Council:

Mayor Pro-tem Blomquist stated that he attended the following events:

- May 8th – Harker Heights Farmers Market Grand Opening at City Hall
- May 8th – Harker Heights Chamber of Commerce Spring Fest at Carl Levin Park

Councilmember McCann stated that she and Police Chief Gadd participated in the National Day of Prayer and that she said a prayer for government and Chief Gadd said a prayer for our First Responders. She stated that Chief Gadd did an amazing job.

Councilmember Nash stated that attended the Vision 21 Class hosted by Fort Hood and got to be part of a Community Forum hosted by Congressman Roger Williams.

Staff Reports:

1. Council received and discussed an update on the 2021 Street Improvement - Winter Storm Repair Projects. Mark Hyde, Public Works Director, made the presentation. No action taken.
2. Council received and discussed the Fiscal Year 2020 – 2021 Second Quarter Investment Report. Ayesha Lealiiee, Finance Director, made the presentation. No action taken.
3. Council received and discussed the Unaudited Financial Statements for the Second Quarter of Fiscal Year 2020 – 2021. Ayesha Lealiiee, Finance Director, made the presentation. No action taken.

At 6:54 p.m. Mayor Smith called for a short break.

Mayor Smith reconvened the meeting at 7:00 p.m.

4. Council received and discussed the City Manager's Report. David Mitchell, City Manager, made the presentation. No action taken.

Announcements:

Mayor Smith stated that he attended the following events:

- April 28th – Fort Hood Community Services Council Meeting
- April 28th – Broadband Meeting at Harker Heights City Hall
- May 3rd - Luncheon Meeting at Taiwan Dragon in Killeen with III Corps Commander Lieutenant General and Mrs. White, Mayor Segarra (Killeen) and Mayor Diaz (Copperas Cove)
- May 4th – Harker Heights City Council Workshop
- May 5th – Harker Heights High School JROTC Awards Ceremony
- May 8th – Harker Heights Farmers Market at City Hall
- May 8th – Harker Heights Chamber of Commerce Spring Fest at Carl Levin Park
- May 10th – Recorded Memorial Day video presentation at Harker Heights City Hall

Adjournment:

There being no further business the City of Harker Heights City Council Meeting was adjourned at 7:28 p.m.

CITY OF HARKER HEIGHTS, TEXAS:

Spencer H. Smith, Mayor

ATTEST:

Julie Helsham, City Secretary

Minutes of the City Council Meeting held at 3:00 p.m. on Tuesday, May 18, 2021, by a telephonic meeting to contain the spread of COVID-19 in accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020:

Roll Call:	Spencer H. Smith	Mayor
	Michael Blomquist	Mayor Pro-tem
	Jennifer McCann	Councilmember Place 1
	Jackeline Soriano Fountain	Councilmember Place 3
	Lynda Nash	Councilmember Place 4
	Jody Nicholas	Councilmember Place 5
	Jerry Bark	Assistant City Manager
	Julie Helsham	City Secretary

Absent: David Mitchell City Manager

Mayoral Proclamations and Presentations:

1. Mayor Smith presented Certificates of Appreciation to Faith Adade, Dreylynn Nash and Valerie Washington, Student Election Clerks, in recognition of their assistance in the City of Harker Heights and Killeen Independent School District (KISD) General Elections on May 1, 2021.

Old Business:

1. Council discussed and considered a Resolution of the City Council of the City of Harker Heights, Texas, finding that Oncor Electric Delivery Company LLC's application for approval to amend its Distribution Cost Recovery Factor to increase Distribution Rates within the City should be denied; authorizing the hiring of Legal Counsel and Consulting Services; finding that the City's Reasonable Rate Case Expenses shall be reimbursed by the Company; finding that the Meeting at which this Resolution is passed is open to the Public as required by law; requiring notice of this Resolution to the Company and Legal Counsel. Jerry Bark, Assistant City Manager made the presentation. McCann made the motion to approve. Seconded by Nash. All in favor. Motion approved 5-0.

There being no further business the City of Harker Heights City Council Meeting was adjourned at 3:14 p.m.

CITY OF HARKER HEIGHTS, TEXAS:

Spencer H. Smith, Mayor

ATTEST:

Julie Helsham, City Secretary



COUNCIL MEMORANDUM AGENDA ITEM #V-2

FROM: THE OFFICE OF THE CITY MANAGER

DATE: MAY 25, 2021

DISCUSS AND CONSIDER APPROVING AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING ORDINANCE 2020-06 OF THE HARKER HEIGHTS CODE TO EXTEND THE COVID-19 PUBLIC HEALTH EMERGENCY DECLARATION THROUGH JULY 3, 2021, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

The State of Texas and Bell County both have issued disaster declarations that cover Harker Heights in relation to the COVID-19 pandemic. According to the Texas Municipal League (TML) guidance on receiving reimbursements in relation to COVID-19 expenditures, Mayor Smith issued a disaster declaration for the City of Harker Heights on March 20, 2020.

The City Council approved an Ordinance during a special called meeting on April 7, 2020, to extend the Public Health Emergency Declaration to April 30, 2020.

On April 28, 2020, the Council approved an extension to the Public Health Emergency Declaration until May 31, 2020.

On May 26, 2020, the Council approved an extension to the Public Health Emergency Declaration until June 30, 2020.

On June 23, 2020, the Council approved an extension to the Public Health Emergency Declaration until July 31st, 2020.

On July 28, 2020, the Council approved an extension to the Public Health Emergency Declaration until August 31, 2020.

On August 25, 2020, the Council approved an extension to the Public Health Emergency Declaration until September 30, 2020.

On September 22, 2020, the Council approved an extension to the Public Health Emergency Declaration until October 31, 2020.

On October 27, 2020, the Council approved an extension to the Public Health Emergency Declaration until January 31, 2021.

On January 26, 2021, the Council approved an extension to the Public Health Emergency Declaration until March 2, 2021.

On February 23, 2021, the Council approved an extension to the Public Health Emergency Declaration until April 2, 2021.

On March 23, 2021, the Council approved an extension to the Public Health Emergency Declaration until May 3, 2021.

On April 27, 2021, the Council approved an extension to the Public Health Emergency Declaration until June 3, 2021.

Action is now needed again by the Council to consider extending this declaration to match recent directives from the State and Bell County out to July 3, 2021.

This declaration continues to align with the City's COVID-19 response measures to those issued by Bell County and the State. If Bell County or the State modify their orders, then the City's requirements would automatically reflect these modifications, to include the Governor's staged initiatives of "Reopening Texas".

The Council may at any time choose to end, modify, and/or extend the declaration.

STAFF RECOMMENDATION:

Staff recommends approval of the extension.

ACTION BY CITY COUNCIL:

1. Motion to APPROVE/DISAPPROVE an Ordinance of the City of Harker Heights, Texas, amending Ordinance 2020-06 of the Harker Heights Code to extend the COVID-19 Public Health Emergency Declaration through July 3, 2021.
2. Any other action desired.

ATTACHMENTS:

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING ORDINANCE 2020-06 OF THE HARKER HEIGHTS CODE TO EXTEND THE COVID-19 PUBLIC HEALTH EMERGENCY DECLARATION THROUGH JULY 3, 2021.

WHEREAS, the City Council ("*Council*") of the City of Harker Heights ("*City*") finds that it is necessary and desirable to amend the Code of Harker Heights ("*Code*") as hereinafter provided in order to extend the Public Health Emergency Declaration; and

WHEREAS, the meeting at which this Ordinance was passed was open to the public, and notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS:

SECTION 1: The City Council officially finds and declares that the facts and recitations set forth in the preamble to this ordinance are true and correct.

SECTION 2: Ordinance 2020-06, 2, of the Code of Harker Heights is hereby appended with the following:

2. **This declaration ratifies the disaster declaration issued by Harker Heights Mayor Spencer H. Smith on March 20, 2020, and this declaration shall run until July 3, 2021.**

SECTION 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

SECTION 4: This ordinance shall be effective from and after its passage, and the City Secretary shall publish the caption or title of hereof within ten days as required by law.

PASSED AND APPROVED by the City Council of the City of Harker Heights on May 25, 2021.

CITY OF HARKER HEIGHTS, TEXAS:

Spencer H. Smith, Mayor

ATTEST:

Julie Helsham, City Secretary



CITY COUNCIL MEMORANDUM

AGENDA ITEM#V-3

FROM: THE OFFICE OF THE CITY MANAGER

DATE: MAY 25, 2021

DISCUSS AND CONSIDER APPROVING AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING ORDINANCE 2021-08 OF THE HARKER HEIGHTS CODE TO EXTEND THE WINTER STORM STATE OF DISASTER EMERGENCY DECLARATION THROUGH JUNE 30, 2021, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

On February 12, 2021, Texas Governor Greg Abbott certified that a severe winter storm posed an imminent threat of widespread and severe property damage, injury, and loss of life due to prolonged freezing temperatures, snow, freezing rain, and ice. Governor Abbot further declared a state of disaster for all 254 counties in the State of Texas. Bell County Judge David Blackburn declared a state of emergency in the County and announced the closure of non-essential county offices on February 15, 2021.

The City of Harker Heights, along with the entire region, has iced-over roads, and loss of electric, gas, telephone and water utility services caused by extreme winter weather and freezing conditions presenting a threat of widespread or severe damage, injury, or loss of life and property.

Under the authority granted to the Mayor of Harker Heights, Spencer H. Smith declared a state of disaster on February 16, 2021, for the City of Harker Heights. The Declaration implements the City's Emergency Management Plan in which the City can acquire all resources needed to protect life and property for the winter weather.

On February 23, 2021, the Council affirmed the Mayor's State of Disaster Declaration and extended the winter storm emergency declaration until March 23, 2021.

On March 23, 2021, the Council approved an extension to the Winter Storm Disaster Emergency Declaration to April 30, 2021.

On April 27, 2021, the Council approved an extension to the Winter Storm Disaster Emergency Declaration to May 30, 2021.

Action is now needed again by the Council to consider extending the Winter Storm Declaration out to June 30, 2021.

RECOMMENDATION:

Staff recommends approval of the extension.

ACTION BY CITY COUNCIL:

1. Motion to APPROVE/DISAPPROVE an Ordinance of the City of Harker Heights, Texas, amending Ordinance 2021-08 of the Harker Heights Code to extend the Winter Storm State of Disaster Emergency Declaration through June 30, 2021.
2. Any other action desired.

ATTACHMENTS:

1. Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING
ORDINANCE 2021-08 OF THE HARKER HEIGHTS CODE TO EXTEND THE
WINTER STORM STATE OF DISASTER EMERGENCY DECLARATION
THROUGH JUNE 30, 2021.**

WHEREAS, the City Council ("***Council***") of the City of Harker Heights ("***City***") finds that it is necessary and desirable to amend the Code of Harker Heights ("***Code***") as hereinafter provided in order to extend the Winter Storm State of Disaster Emergency Declaration; and

WHEREAS, the meeting at which this ordinance was passed was open to the public, and notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS:

SECTION 1: The City Council officially finds and declares that the facts and recitations set forth in the preamble to this ordinance are true and correct.

SECTION 2: Ordinance 2021-08, 2, and 7, of the Code of Harker Heights is hereby appended with the following:

2. This declaration ratifies the disaster declaration issued by Harker Heights Mayor Spencer H. Smith on February 16, 2021, and this declaration shall run until June 30, 2021.
7. The permitting fee waiver expires June 30, 2021.

SECTION 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

SECTION 4: This ordinance shall be effective from and after its passage, and the City Secretary shall publish the caption or title of hereof within ten days as required by law.

PASSED AND APPROVED by the City Council of the City of Harker Heights on May 25, 2021.

CITY OF HARKER HEIGHTS, TEXAS:

Spencer H. Smith, Mayor

ATTEST:

Julie Helsham, City Secretary



CITY COUNCIL MEMORANDUM

AGENDA ITEM #IX-1

FROM: THE OFFICE OF THE CITY MANAGER

DATE: MAY 25, 2021

DISCUSS AND CONSIDER APPROVING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, AUTHORIZING THE CITY MANAGER TO SIGN A NON-BINDING LETTER OF INTENT EXPRESSING THE INTENTION TO PURCHASE A ROSENBAUER COBRA COMMANDER CHASSIS AERIAL LADDER TRUCK, AND TAKE THE APPROPRIATE ACTION.

BACKGROUND:

Staff is requesting the future purchase of a new ladder truck to replace the 2005 E-One/Quint 2 Ladder Truck. The current apparatus has experienced numerous breakdowns over the last several years resulting in significant downtime to the department's operations. The average life cycle of a new ladder truck is approximately 20-25 years.

In staff's research, a number of ladder truck apparatuses and their manufacturers were contacted and investigated. Among the factors considered for the new truck: the size of the streets as well as the size and types of building within the unit's run area; the tasks most likely to be performed with the apparatus (firefighting vs. rescue); weather and climatic conditions that may affect the operation and longevity of the apparatus, as well as multi-purpose use or versatility of the apparatus.

The industry standard build time for a ladder truck meeting specifications is 14 months. By allowing the City to submit a letter of intent to purchase, the vendor can begin the work, which would allow us to receive the equipment in August 2022.

It is the intent for the Finance Department to go out for bids for financing of the new Ladder Truck one year after notification is given to Rosenbauer America to ensure funding is in place prior to receipt of the new Ladder Truck. The funding of the new Ladder Truck would come from the Fiscal Year 2021-2022 Budget or Fiscal Year 2022-2023 Budget depending on the best terms received from the bid process.

This apparatus will be purchased under a Houston-Galveston Area Council Cooperative (HGAC) purchasing agreement.

Our legal counsel has reviewed and approved the resolution.

RECOMMENDATION:

Staff recommends approval

ACTION BY THE CITY COUNCIL:

1. Motion to APPROVE/DISAPPROVE a Resolution of the City Council of the City of Harker Heights, Texas, authorizing the City Manager to sign a non-binding letter of intent expressing the intention to purchase a Rosenbauer Cobra Commander Chassis Aerial Ladder Truck.
2. Any other action desired.

ATTACHMENTS:

1. Resolution
2. Model Picture

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN A NON-BINDING LETTER OF INTENT EXPRESSING THE INTENTION TO PURCHASE A ROSENBAUER COBRA COMMANDER CHASSIS AERIAL LADDER TRUCK.

WHEREAS, the City of Harker Heights, Texas currently owns and operates a 2005 E-One/Quint 2 Ladder Truck; and

WHEREAS, an extensive review was conducted on the different types of ladder trucks and their manufacturers to replace the 2005 E-One/Quint 2 Ladder Truck; and

WHEREAS, the apparatus selected is a 101-foot Rosenbauer Cobra Commander Chassis Aerial Ladder Truck from Rosenbauer America represented by Daco Fire Equipment Inc; and

WHEREAS, the process for manufacturing the new Ladder Truck is expected to be 14 months or 425 calendar days once notified; and

WHEREAS, the City of Harker Heights agrees to pay a purchase price of One Million Three Hundred Forty-Two Thousand and Eighty-four dollars and 00 cents (\$1,342,084.00); and

WHEREAS, the City of Harker Heights Finance Department will go out for bids for financing of the new Ladder Truck one year after notification is given to Rosenbauer America to ensure funding is in place prior to receipt of the new Ladder Truck; and

WHEREAS, the funding of the new Ladder Truck would come from the Fiscal Year 2021-2022 Budget or Fiscal Year 2022-2023 Budget depending on the best terms received from the bid process; and

WHEREAS, this apparatus will be purchased under a Houston-Galveston Area Council Cooperative Purchasing Agreement; and

WHEREAS, the existing Ladder Truck may be sold or used as a trade upon placing the new Ladder Truck into service and the sum of sale or trade will be used towards the purchase of the Ladder Truck and the overall purchase price will reflect the proper deductions where appropriate; and

WHEREAS, it is determined that the order of and future purchase of the new Ladder Truck will provide a tremendous value to our community.

NOW, THEREFORE, BE IT RESOLVED by the City of Harker Heights, Texas, to:

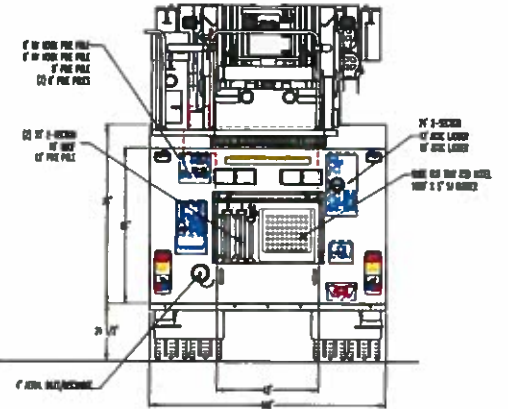
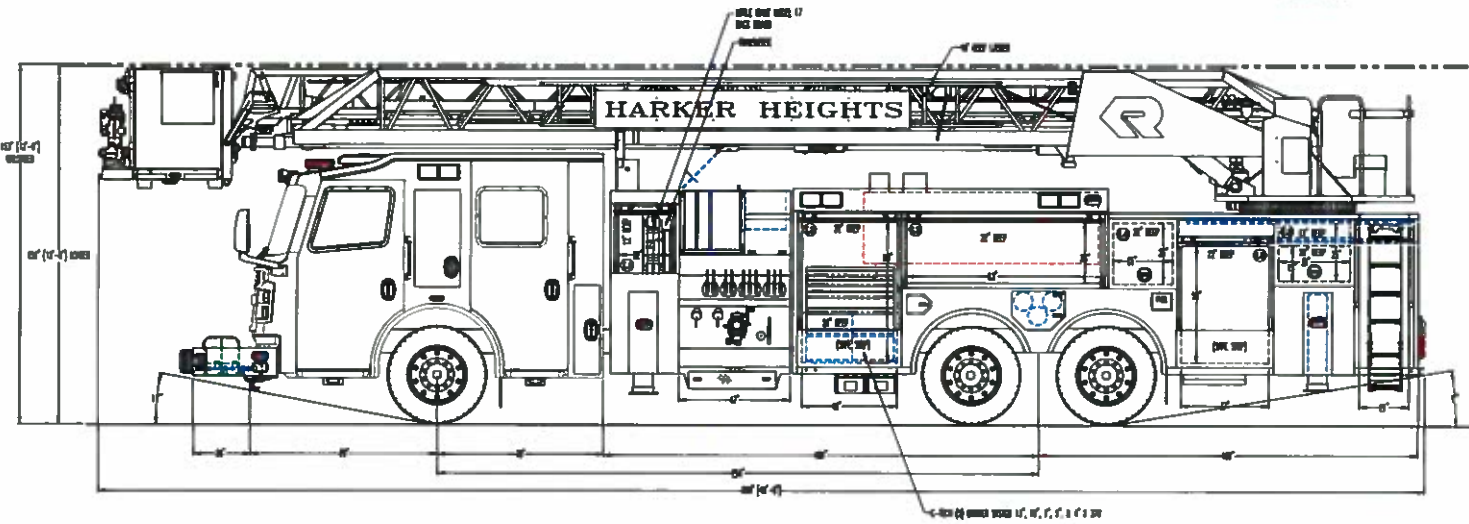
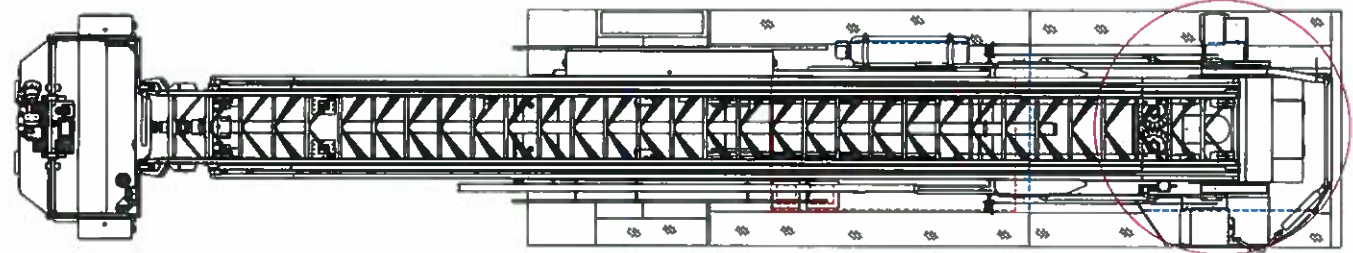
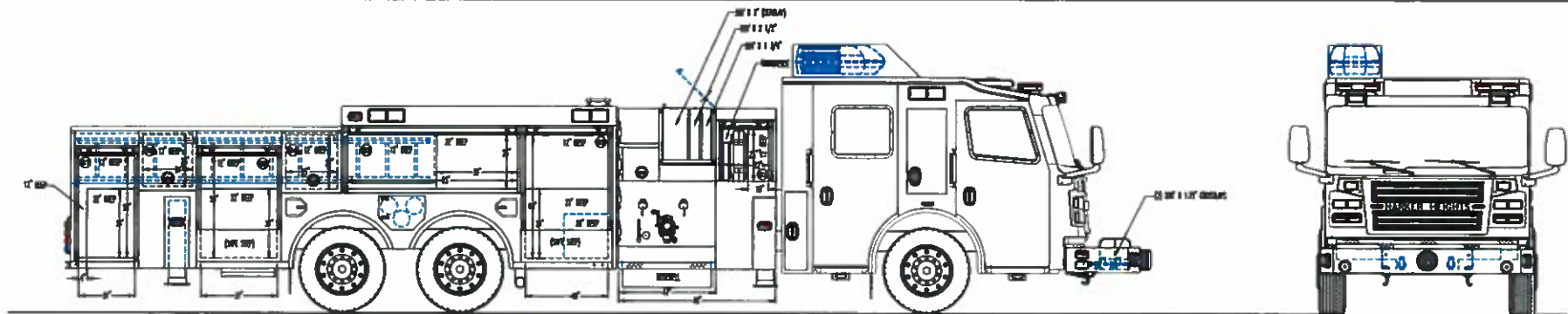
1. Authorize the City Manager to sign the Letter of Intent to Purchase the 101-foot Rosenbauer Cobra Commander Chassis Aerial Ladder Truck, between the City of Harker Heights and Daco Fire Equipment Inc., 6000 Huddleston Street, Fort Worth, Texas 76137.
2. Authorize and instruct the City Manager to act in the name and behalf of the City of Harker Heights to execute and deliver such Letter of Intent and to do and perform every other act as he may deem necessary and appropriate in his sole discretion to accomplish the purposes of this resolution.

PASSED AND APPROVED AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, THIS 25th DAY OF MAY 2021 AT WHICH MEETING A QUORUM WAS PRESENT, HELD IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS GOVERNMENT CODE, CHAPTER 551.

**Spencer H. Smith, Mayor
City of Harker Heights**

ATTEST:

**Julie Helsham, City Secretary
City of Harker Heights**



- NOTES:**
1. OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.
 2. DO NOT SCALE DRAWING.
 3. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO ENGINEERING CHANGES.
 4. DRAWING MAY OR MAY NOT SHOW ALL ITEMS AS DESCRIBED IN THE WRITTEN DETAIL SPECIFICATIONS.
 5. INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT.

REVISIONS:

REVISED	DATE	BY
001	01-23-2017	03-01
002	02-20-2018	03-01
003	03-14-2019	03-01
004	05-01-2019	01700-001

PROPRIETARY AND CONFIDENTIAL
 THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF ROSENBAUER. ANY REPRODUCTION IN WHOLE OR AS A PART WITHOUT THE WRITTEN PERMISSION OF ROSENBAUER IS PROHIBITED.

APPROVED BY:	
MAXIMUM HEIGHT	NONE
MAXIMUM LENGTH	NONE
BODY WIDTH	100"

-PROPOSED- HARKER HEIGHTS	
CHASSIS: ROSENBAUER 7008	
PUMP: WATEROUS CSUC20 2000	
TANK: POLY 500 / 20 FOAM	
TYPE: AERIAL	
AERIAL: 101' COBRA	
ROSENBAUER EXT	P7432 07



CITY COUNCIL MEMORANDUM

AGENDA ITEM #IX-2

FROM: THE OFFICE OF THE CITY MANAGER

DATE: MAY 25, 2021

DISCUSS AND CONSIDER APPROVING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN A CONTRACT FOR PUBLIC DRAINAGE EASEMENT ACQUISITION WITH STATESIDE RIGHT OF WAY SERVICES, LLC, FOR THE DRAINAGE MASTER PLAN CAPITAL IMPROVEMENT PROJECT NO. 2, PHASES 2, 3, AND 4, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

The proposed concrete drainage channel improvements include a channel section that is wider than the existing drainage easements in Phases 2 & 3 of the project. There are sixteen parcels of property with ten property owners who will be impacted by the wider drainage channel section.

The drainage improvement project is behind schedule primarily due to the additional survey work required for the additional drainage easements. To reduce time in acquiring the additional drainage easements, Public Works requests utilizing a company which specializes in right of way acquisition to negotiate and obtain the sixteen required public drainage easements.

Stateside Right of Way Services located in Temple, Texas, specializes in project management and acquisition of right of way and have submitted a proposal in the amount of \$64,000 to obtain the sixteen drainage easements. The City Attorney has verified Stateside Right of Way Services, LLC provides professional or personal services that exempt the company from the formal bidding process. Funds are included in the FY 2020-21 CIP budget for this project.

RECOMMENDATIONS:

Public Works recommends authorizing the City Manager to negotiate and sign the Contract.

ACTION BY COUNCIL:

1. Motion to APPROVE/DISAPPROVE a Resolution authorizing the City Manager to negotiate and sign a Contract for public drainage easement acquisition with Stateside Right of Way Services, LLC for the Drainage Master Plan Capital Improvement Project No. 2, Phases 2, 3,& 4.
2. Any other action desired.

ATTACHMENTS:

1. Resolution.
2. Stateside Right of Way Services Proposal.
3. Stateside Right of Way Services Qualifications.

- 4. All actions taken or performed prior to the date hereof by any person herein authorized to act in respect to the matters referred to and approved in this Resolution be and hereby are ratified and confirmed in all respects.
- 5. Any person, corporation, partnership, limited partnership, association, joint venture or other business entity may presume upon the validity of the acts of any person authorized herein to act, without further recourse to the governing documents, minutes or other proceedings of the City, and without joinder of any other officer or employee of the City.

PASSED AND APPROVED on May 25, 2021, by the Harker Heights City Council.

CITY OF HARKER HEIGHTS, TEXAS:

Spencer H. Smith, Mayor
City of Harker Heights

ATTEST:

Julie Helsham, City Secretary
City of Harker Heights

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN A CONTRACT FOR PUBLIC DRAINAGE EASEMENT ACQUISITION WITH STATESIDE RIGHT OF WAY SERVICES, LLC. FOR THE DRAINAGE MASTER PLAN CAPITAL IMPROVEMENT PROJECT NO. 2, PHASES 2, 3 AND 4.

WHEREAS, the proposed concrete drainage channel improvements in the Drainage Master Plan Capital Improvement Project No. 2, Phases 2, 3 and 4 include a channel section that is wider than the existing drainage easements in Phases 2 & 3 of the project; and

WHEREAS, sixteen parcels of property with ten property owners will be impacted by the wider drainage channel section; and

WHEREAS, Stateside Right of Way Services, LLC located in Temple, Texas specialize in project management and acquisition of right of way; and

WHEREAS, funds are included in the FY 2020-21 CIP budget for this project; and

WHEREAS, the City Council finds that Stateside Right of Way Services, LLC is the most highly qualified provider on the basis of demonstrated competence and qualifications, and that the proposed Contract for public drainage easement acquisition for the Drainage Master Plan Capital Improvement Project No. 2, Phases 2, 3 and 4 ("*Agreement*") is in the public interest and should be approved; and

WHEREAS, the meeting at which this resolution was passed was open to the public, and notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Harker Heights, Texas:

1. The facts and recitations set forth above are hereby found and declared to be true and correct.
2. The proposed Agreement is hereby approved in all respects, including its form, terms and provisions.
3. The City Manager, David Mitchell, is hereby authorized and empowered to act in the name and on behalf of the City to negotiate, execute and deliver the Agreement (and any changes therein and additions thereto as he shall determine to be necessary or advisable, such determination to be conclusively evidenced by the execution and delivery thereof), together with any related consents, notices, certificates, acknowledgments, and other instruments, and to act as the representative of the City in any lawful way to perform or cause to be performed such other and further acts as may be reasonably necessary and appropriate to effectuate the said Agreement, and to accomplish the purposes of these resolutions.



May 6, 2021

City of Harker Heights, Texas
Mark Hyde
Public Works Director
305 Millers Crossing
Harker Heights, Texas 76548

Re: Proposal for Project Management, Acquisition, Appraisals, Title Curative and Closings in Harker Heights, Texas – Drainage Easement Improvements (East Beeline Lane to East Cardinal Lane)

RIGHT OF WAY SCOPE OF SERVICES

Acquisition / Negotiation:

Stateside will complete negotiations through Final Offer Letter and Closings for \$4,000 per parcel.

Set up Files: Stateside will set up and maintain paper files as well as electronic files on each property (may be referred to as parcel). Files will include copies of correspondence, completed notices and forms, title commitment, appraisal report, copies of informational documents such as Bell County Appraisal District print out, Secretary of State print out, and title research backup. All information will remain confidential and must be requested through City of Harker Heights.

- **Initial Offer Packet:** Upon written approval by the City of Harker Heights (City), the Stateside Right of Way Agent (Agent) will notify the property owners in writing of the City's interest in acquiring their property and the approved offer amount for that interest. This packet will be sent by certified mail, return receipt requested to the owner's current address as listed on the Bell County Appraisal District website. All individuals that may be affected by this project will be given an opportunity to meet and discuss the procedures to which they may be interested or by which they may be affected. Arrangements will be made, as required, to present information to persons who are unable to read or write English or otherwise need additional assistance.
- In negotiating with the owners of the subject land, it is assumed that the owner will in turn negotiate with any lessees or others who may own any interest in the land or improvements, and settle any lease or lease hold interests prior to closing.
- **Counteroffer:** During negotiations, if a property owner provides appraisal information or a counteroffer, either written or verbal, which the landowner believes is relevant to the acquisition, the Agent may forward the information to the appraisal firm for analysis. The Agent will discuss with the City a recommendation for review. The Agent will provide an appropriate response to the property owner based upon the City's decision.
- **Final Offer Letter:** If negotiations reach an impasse, the Agent will prepare a Final Offer Letter restating the terms of the offer and submit to the City for approval. Upon written approval by the City, the Agent will send the Final Offer Letter to the property owner via certified mail, return receipt requested.

Title/Closing:

Stateside will complete 30 year title or title / closing with CentraLand Title Company as the designated closing agent.

Thirty (30) year title will have a title run sheet and Stateside will record the easement in the Bell County Deed of Records.

Title Closings with CentraLand Title Company will include:

- Stateside will order Commitments for Title Insurance with copies of all supporting documents for items listed on Schedules A, B and C of the Title Commitment for properties to be acquired.
- Copies of all Schedule A and B documents are to be provided to the survey team by the City or Stateside.
- Upon receipt of the Title Commitments and supporting documents, the Agent will:
 - Review Commitment and supporting documents
 - Vesting Deeds will be verified with ownership shown on the Commitment
 - Secretary of State information will be researched for Corporations, LLC or other entity information
 - Lien information and clouded or complicated title issues will be noted for:
 - Long lead time issues
 - Condemnation by Publication actions needed
 - Provide a copy of the Title Commitment and backup documents to the appraisal firm, if needed.
- Upon receipt of properly executed conveyance and title curative documents, all originals will be submitted to the Title Company to be held in escrow until closing.
- The Title Company will provide a check request or wire transfer with the Settlement Statement as per the U.S. Department of Housing and Urban Development (HUD-1) and their contact information for the purchase price and closing costs will be sent to the City.
- The City will sign all closing documents and Stateside will attend closing.
- The Title Company will record all Deeds and title curative release documents and provide file marked copies to the Agent. The original recorded Deed shall be returned to the Public Works Director.
- The Title Company will provide a Title Policy for the purchase price on all fee acquisitions.

Condemnation Support Services:

Stateside will provide condemnation support services for an hourly rate of \$80 per hour for Right of Way Technician tasks, and \$110 per hour for Right of Way Agent tasks.

- The Agent will provide a summary of activities related to the acquisition efforts for review and consideration by the City for Eminent Domain proceedings.
- The Agent will be available to assist the City Attorney as necessary.

Pass-Through Costs:

All invoices submitted to Stateside will be a pass through cost to the City. These costs may include: closing costs, landowner incidental costs, appraisal costs, interpreter fees any other City requested costs.

Reporting:

Stateside will maintain office files containing copies of completed notices and forms, contacts and discussions and project status reports, as required. The City will have access to files and will be cc'd on email correspondence. All information will remain confidential and must be requested through the City of Harker Heights' Project Manager.

Invoice:

Stateside accounting requires invoicing on a month end basis. Payment is expected within 30 days of the date of the invoice.

Fees:

- **Land Market Services:** 16 parcels @500 each \$ 8,000
- **Title – Title Commitment** 16 parcels @ \$500 each \$ 8,000
- **Acquisition Services:** up to 16 @ \$3,000 each \$ 48,000

The Stateside total amount is not to exceed: \$ 64,000

Milestone Payments:

The fees will be submitted on a milestone basis:

- **Acquisition**
 - Set up 20% per parcel
 - Offer Packet 50%
 - Final Offer/Closing 20%
 - File Close Out/Submit for ED 10%

Thank you for this opportunity and we look forward to working with you and your team.

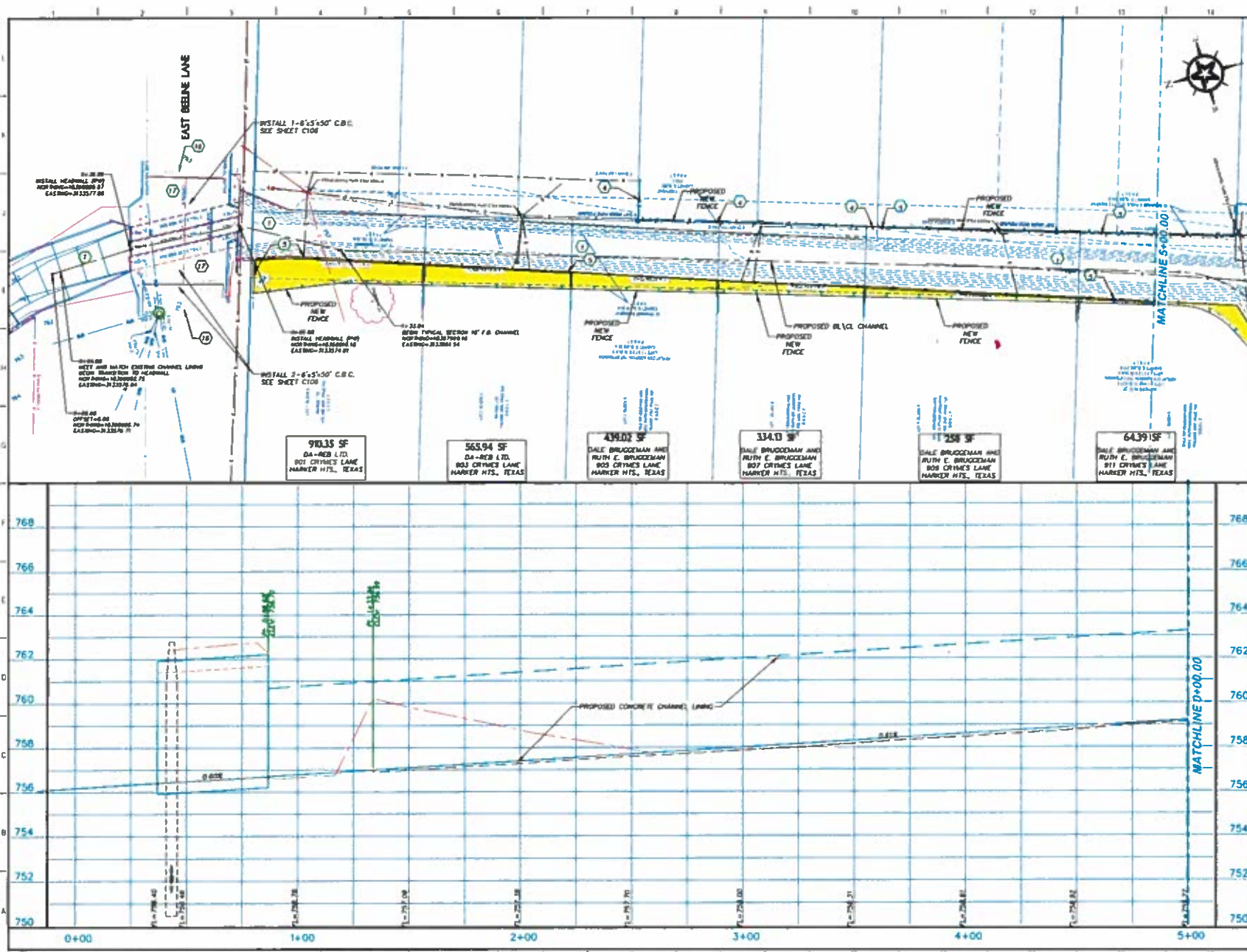
Sincerely,

STATESIDE RIGHT OF WAY SERVICES, L.L.C.



Diane Valek
President

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- ### KEY NOTES
- 1 REMOVE EXISTING CONCRETE CHANNEL LINING.
 - 2 REMOVE EXISTING CONCRETE FLUME.
 - 3 REMOVE EXISTING CONCRETE HEADWALL.
 - 4 REMOVE AND REPLACE 4" CHAIN LINK FENCE.
 - 5 REMOVE AND REPLACE 6" WOODEN FENCE.
 - 6 SAVED CONTRACTION JOINT.
 - 7 CONTRACTION JOINT. SEE SHEET C708.
 - 8 REMOVE AND REPLACE EXISTING CURB AND GUTTER.
 - 9 SEEDING/REPLACE VEGETATION.
 - 10 CLASS "B" SURFACE REPLACEMENT.
 - 11 PROPOSED SAWTOOTH CURB.
 - 12 INSTALL DELIMITER POST.
 - 13 ADJUST MANHOLE RM ELEVATION.
 - 14 REMOVE EXISTING CURB INLET.
 - 15 REMOVE EXISTING POSTS.
 - 16 REMOVE EXISTING ASPHALT PAVEMENT.
 - 17 REMOVE EXISTING CONCRETE PAVEMENT.
 - 18 ADJUST EXISTING 2.5' WATERLINE TO AVOID CONFLICT WITH PROPOSED FLUME. USE RESTRAINED JOINTS.

PROFILE LEGEND

---	C - CENTERLINE EXIST. CHANNEL
---	C - CENTERLINE PROP. CHANNEL
---	C - LEVEL PROP. CONCRETE CHANNEL
---	TOP. PROP. CONCRETE CHANNEL

GRAPHIC SCALE: 1" = 20'

NO.	DESCRIPTION	DATE



CITY OF HARKER HEIGHTS

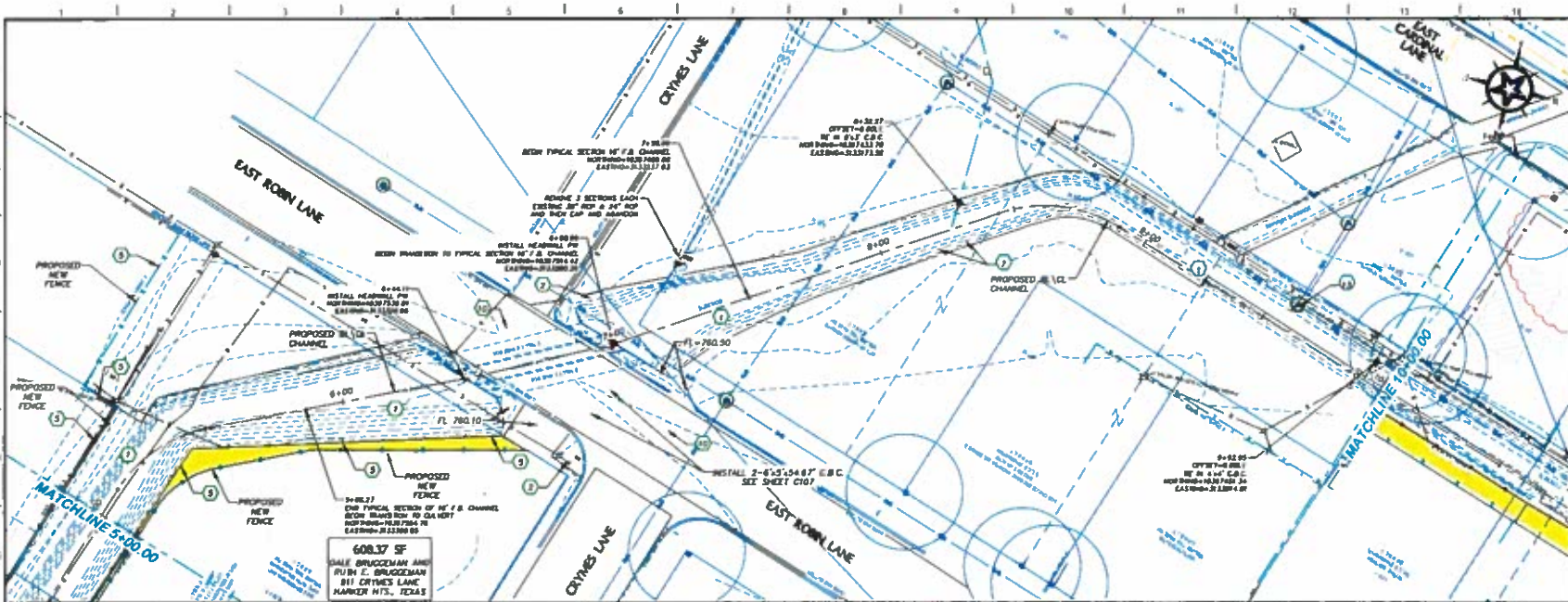
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PROPERTIES AND FENCES

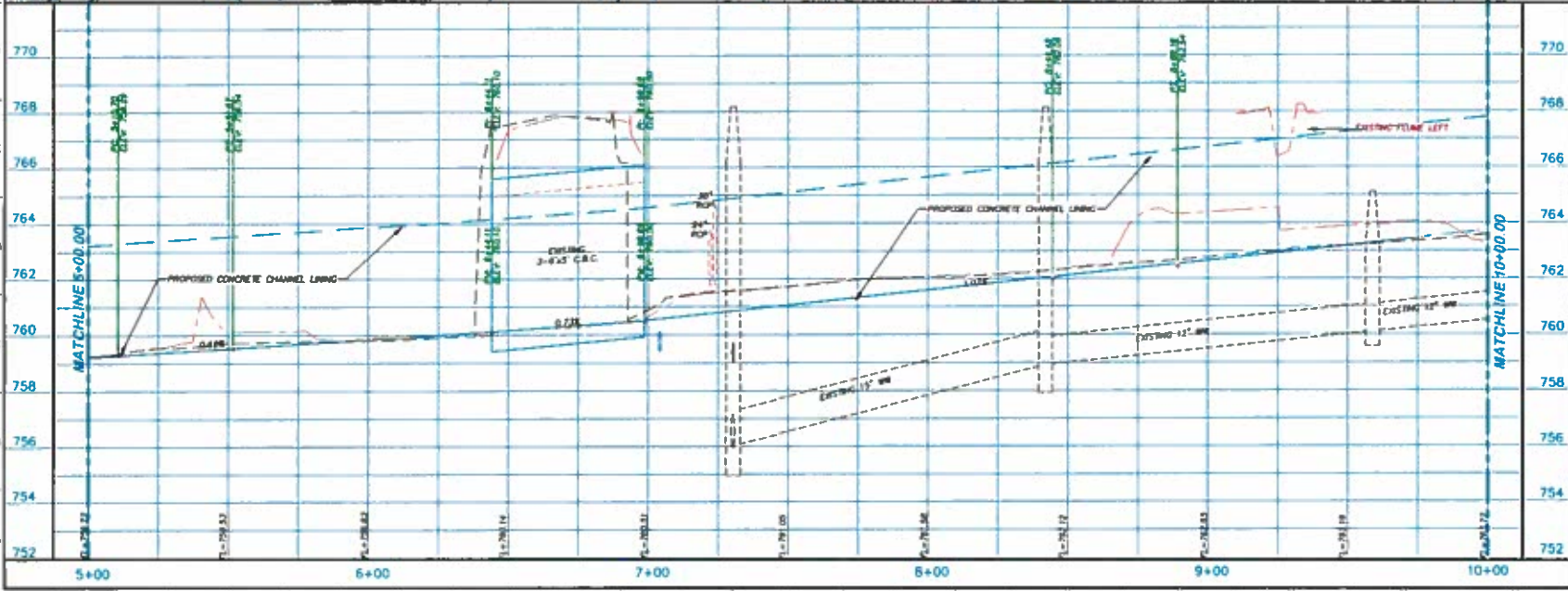
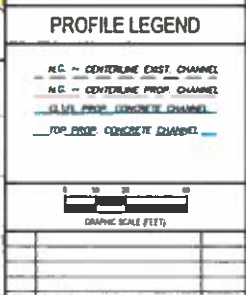
PRELIMINARY FOR REVIEW ONLY

NO REVISION IS RELEASED FOR THE APPROVE IF THESE NOTES HAVE THE SIGNATURE OF PROFESSIONAL ENGINEER OTTO C. WEDERHOLD 253200 IN THE STATE OF TEXAS IN THE DATE SHOWN IS 0.0000 TO BE USED FOR CONTRACTING, BIDDING, OR PERMITS.	DATE	CE:YH
	DATE	CE:YH
	DATE	JAB
	DATE	CE:YH
DATE	DATE	2/21/02

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C600



- ### KEY NOTES
1. REMOVE EXISTING CONCRETE CHANNEL LINING.
 2. REMOVE EXISTING CONCRETE FLAME.
 3. REMOVE EXISTING CONCRETE HEADWALL.
 4. REMOVE AND REPLACE 4" CHAN LINK FENCE.
 5. REMOVE AND REPLACE 6" WOODEN FENCE.
 6. SAVED CONTRACTION JOINT.
 7. CONTRACTION JOINT SEE SH. CROSS.
 8. REMOVE AND REPLACE EXISTING CURB AND GUTTER.
 9. SEEDING/REPLACE VEGETATION.
 10. CLASS "B" SURFACE REPLACEMENT.
 11. PROPOSED SANDTOOTH CURB.
 12. INSTALL DELTAHOUR POST.
 13. ADJUST MANHOLE RIM ELEVATION.
 14. REMOVE EXISTING CURB INLET.
 15. REMOVE EXISTING PILES.
 16. REMOVE EXISTING ASPHALT PAVEMENT.
 17. REMOVE EXISTING CONCRETE PAVEMENT.
 18. ADJUST EXISTING 2.5" WATERLINE TO AVOID CONFLICT WITH PROPOSED FLAME. USE RESTRAINED JOINTS.



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CITY OF HARKER HEIGHTS

DRAINAGE C.I.P. #2 - PH. 2

PROPERTIES AND FENCES

PRELIMINARY FOR REVIEW ONLY

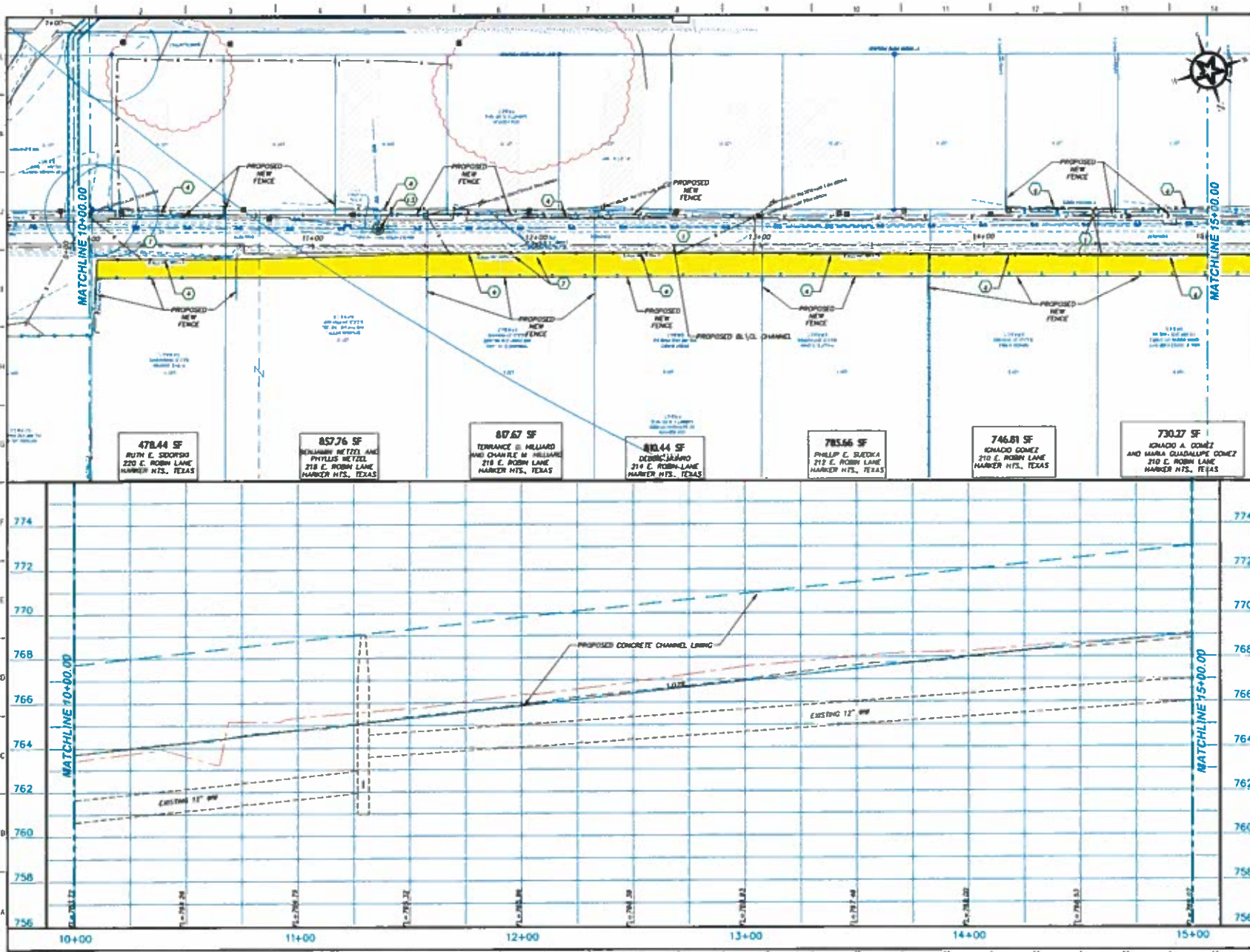
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07/20/23	REVISION	JMB	JMB
07/20/23	REVISION	CEW	CEW
07/20/23	REVISION	JMB	JMB

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KEY NOTES

1. REMOVE EXISTING CONCRETE CHANNEL LINING
2. REMOVE EXISTING CONCRETE FLUME
3. REMOVE EXISTING CONCRETE HEADWALL
4. REMOVE AND REPLACE 4' CHAN LINR FENCE
5. REMOVE AND REPLACE 6' WOODEN FENCE
6. SAVED CONSTRUCTION JOINT
7. CONSTRUCTION JOINT, SEE SH. 2208
8. REMOVE AND REPLACE EXISTING CURB AND GUTTER
9. SEEDING/REPLACE VEGETATION
10. CLASS "B" SURFACE REPLACEMENT
11. PROPOSED SAND/DIAPHR CURB
12. INSTALL DELIMITER POST
13. ADJUST MANHOLE RIM ELEVATION
14. REMOVE EXISTING CURB INLET
15. REMOVE EXISTING POSTS
16. REMOVE EXISTING ASPHALT PAVEMENT
17. REMOVE EXISTING CONCRETE PAVEMENT
18. ADJUST EXISTING 2.5" WATERLINE TO AVOID CONFLICT WITH PROPOSED FLUME. USE RESTRAINED JOINTS.

PROFILE LEGEND

- - - CENTERLINE EXIST. CHANNEL
- - - CENTERLINE PROP. CHANNEL
- - - G.L. EX. PROP. CONCRETE CHANNEL
- - - TOP PROP. CONCRETE CHANNEL



CITY OF HARKER HEIGHTS

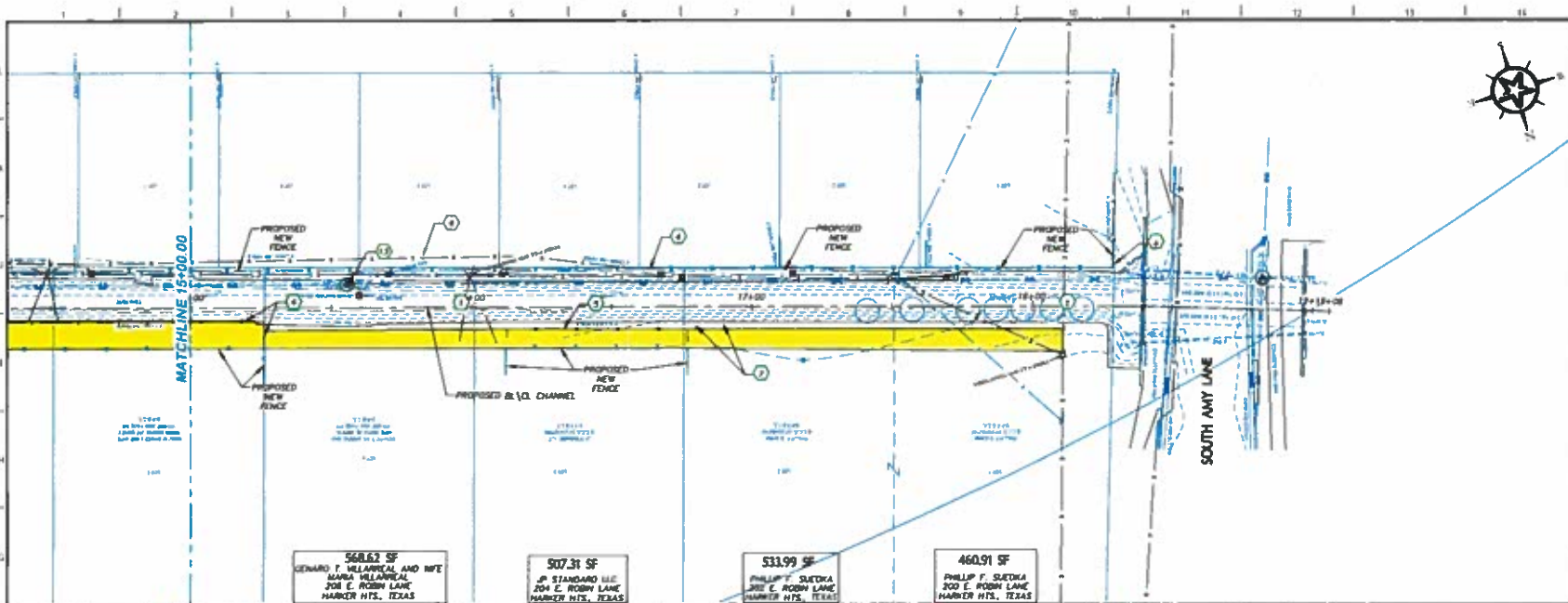
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PROPERTIES AND FENCES

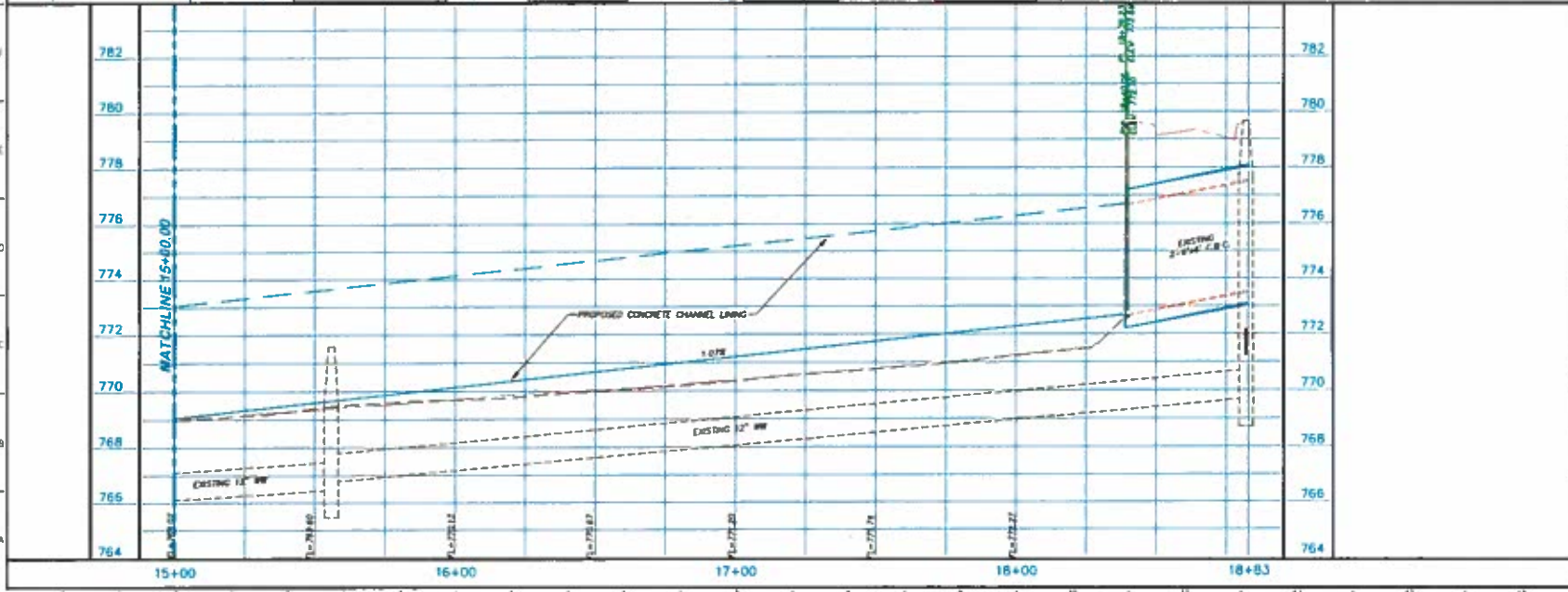
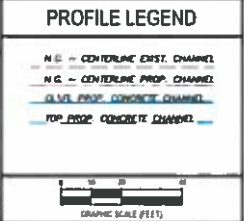
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CHECKED BY	CEW
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DATE	2-01-2022
PROJECT NO.	418622
DRAWING NO.	C602

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- ### KEY NOTES
- 1 REMOVE EXISTING CONCRETE CHANNEL LINING
 - 2 REMOVE EXISTING CONCRETE FLANGE
 - 3 REMOVE EXISTING CONCRETE HEADWALL
 - 4 REMOVE AND REPLACE 4" CHAIN LINK FENCE
 - 5 REMOVE AND REPLACE 6" WOODEN FENCE
 - 6 SAVED CONTRACTION JOINT
 - 7 CONTRACTION JOINT SEE SHI. CROSS
 - 8 REMOVE AND REPLACE EXISTING CURB AND GUTTER
 - 9 SEEDING/REPLACE VEGETATION
 - 10 CLASS "B" SURFACE REPLACEMENT
 - 11 PROPOSED SAWTOOTH CURB
 - 12 INSTALL DELINEATOR POST
 - 13 ADJUST MANHOLE RIM ELEVATION
 - 14 REMOVE EXISTING CURB INLET
 - 15 REMOVE EXISTING POSTS
 - 16 REMOVE EXISTING ASPHALT PAVEMENT
 - 17 REMOVE EXISTING CONCRETE PAVEMENT
 - 18 ADJUST EXISTING 2.5" WATERLINE TO AVOID CONFLICT WITH PROPOSED FLANGE. USE RESTRAINED JOINTS.



REV: 02/17/2023

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CITY OF HARKER HEIGHTS

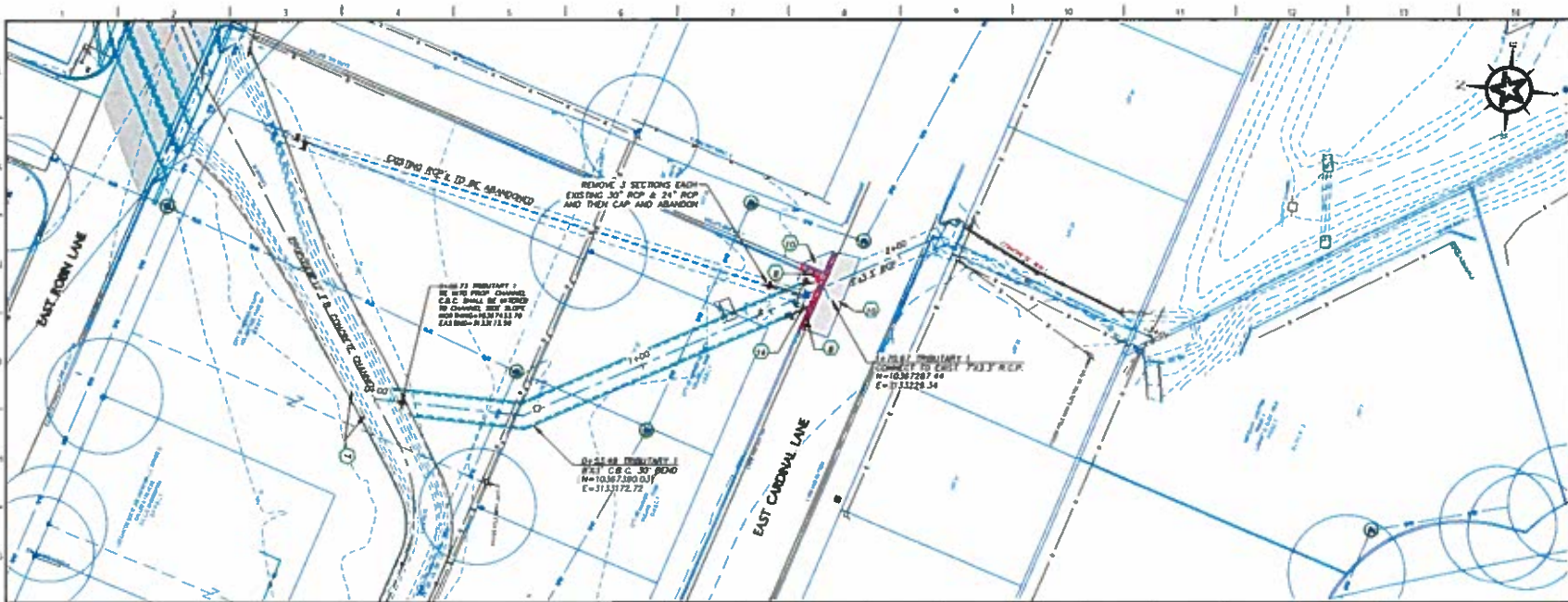
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PROPERTIES AND FENCES

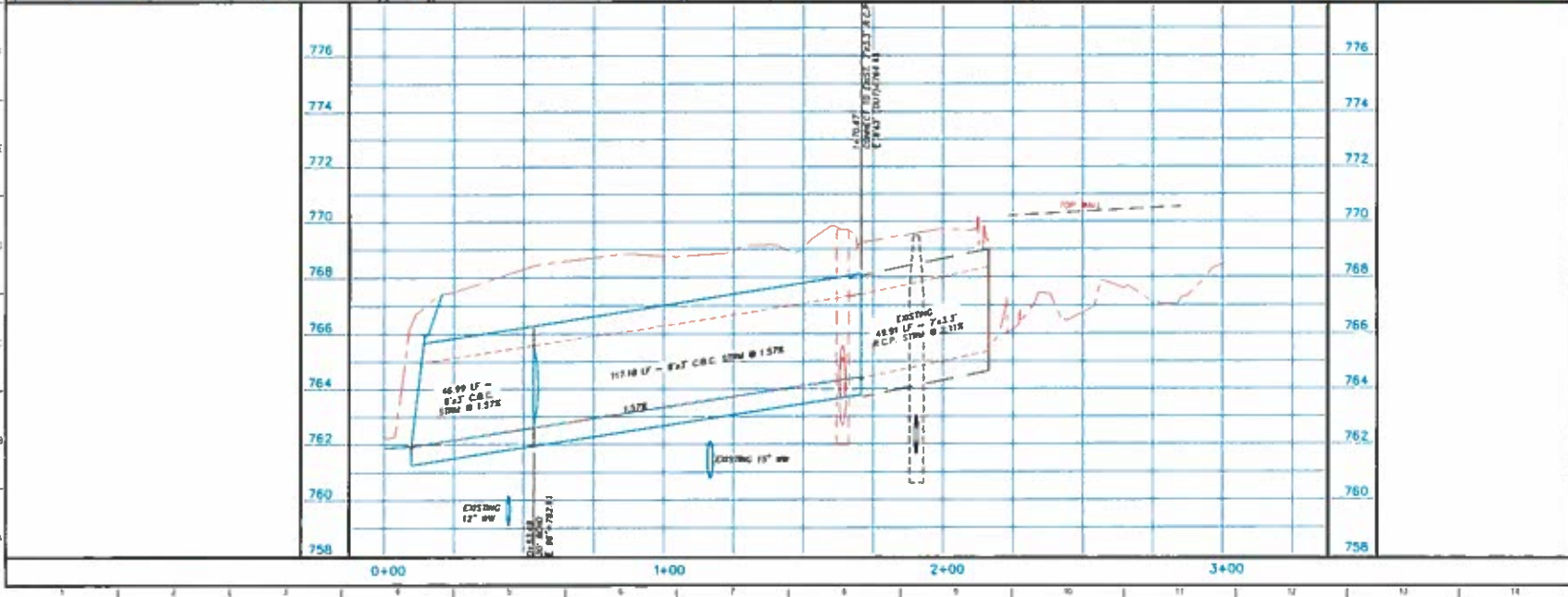
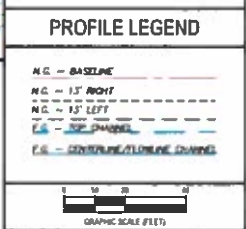
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DATE	BY	CEW
	JAS	CEW
	CEW	CEW
	2-5-1102	CEW

DATE PLOTTED: 2/17/2023 10:58:00 AM
DRAWING NO: C603



- ### KEY NOTES
- 1 REMOVE EXISTING CONCRETE CHANNEL LINING
 - 2 REMOVE EXISTING CONCRETE FLANGE
 - 3 REMOVE EXISTING CONCRETE HEADBALL
 - 4 REMOVE AND REPLACE 4" CHAIN LINK FENCE
 - 5 REMOVE AND REPLACE 6" WOODEN FENCE
 - 6 SAVED CONTRACTION JOINT
 - 7 CONSTRUCTION JOINT. SEE SHT. C208
 - 8 REMOVE AND REPLACE EXISTING CURB AND GUTTER
 - 9 SEEDING/REPLACE VEGETATION
 - 10 CLASS "B" SURFACE REPLACEMENT
 - 11 PROPOSED SAWTOOTH CURB
 - 12 INSTALL DELTA FOR POSE
 - 13 ADJUST MANHOLE RIM ELEVATION
 - 14 REMOVE EXISTING CURB INLET
 - 15 REMOVE EXISTING POSTS
 - 16 REMOVE EXISTING ASPHALT PAVEMENT
 - 17 REMOVE EXISTING CONCRETE PAVEMENT
 - 18 ADJUST EXISTING 2.0" MANHOLE TO AVOID CONTACT WITH PROPOSED FLANGE. USE RESTRAINED JOINTS.



REV.	DESCRIPTION	DATE

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CITY OF HARKER HEIGHTS

DRAINAGE C.I.P. #2 - PH. 3

PROPERTIES AND FENCES

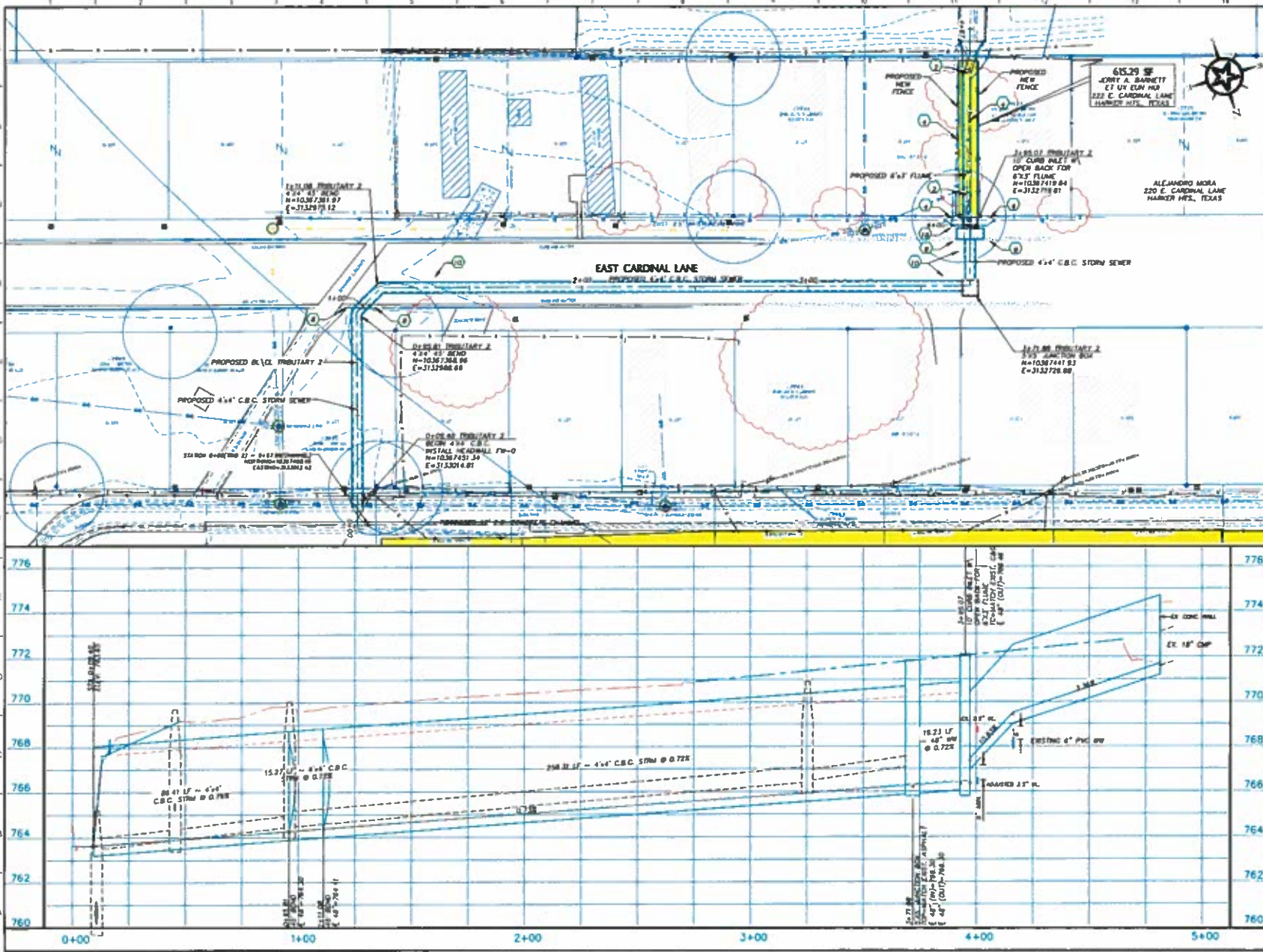
PRELIMINARY FOR REVIEW ONLY

DESIGNED BY	CEW
DRAWN BY	CEW
CHECKED BY	JAB
IN CHARGE	CEW
DATE	7-2-2022

THIS DRAWING IS HEREBY FOR THE PURPOSE OF SHOWING EXISTING CONDITIONS. THE RESPONSIBILITY OF PROFESSIONAL DESIGNER OTTO L. WEDDHOFF, PLS. SHALL BE THE SAME AS IN THE CASE OF ANY OTHER DRAWING FOR CONSTRUCTION OF THESE PROJECTS.

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C604

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KEY NOTES

1. REMOVE EXISTING CONCRETE CHANNEL LINING
2. REMOVE EXISTING CONCRETE FLUME
3. REMOVE EXISTING CONCRETE HEADWALL
4. REMOVE AND REPLACE 4" CHAIN LINK FENCE
5. REMOVE AND REPLACE 6" WOODEN FENCE
6. SAVED CONTRACTION JOINT
7. CONSTRUCTION JOINT SEE SH1 C&B
8. REMOVE AND REPLACE EXISTING CURB AND GUTTER
9. SEEDING/REPLACE VEGETATION
10. CLASS "B" SURFACE REPLACEMENT
11. PROPOSED SAWTOOTH CURB
12. INSTALL DELIMITER POST
13. ADJUST MANHOLE RIM ELEVATION
14. REMOVE EXISTING CURB PALET
15. REMOVE EXISTING POSTS
16. REMOVE EXISTING ASPHALT PAVEMENT
17. REMOVE EXISTING CONCRETE PAVEMENT
18. ADJUST EXISTING 2.5" WATERLINE TO AVOID CONFLICT WITH PROPOSED FLUME. USE RESTRAINED JOINTS.

PROFILE LEGEND

N.C. - BASELINE/OLD BOX



REV DESCRIPTION DATE



CITY OF HARKER HEIGHTS

DRAINAGE C.I.P. #2 - PH. 4

PROPERTIES AND FENCES

PRELIMINARY FOR REVIEW ONLY

DESIGNED BY	CEW
CHECKED BY	JAB
PERMITTED BY	CEW
DATE	7-5-1802
DRAWN BY	CEL

C605

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Stateside

Right of Way Services



6276 W Adams Avenue, Temple, TX 76502

3010 LBJ Frwy, Ste. 1490, Dallas, TX 75234

12830 Willow Centre Drive, Ste. A, Houston, TX 77066

99 Regency Parkway, Ste. 105, Mansfield, TX 76063

Qualifications and Experience

INTRODUCTION: **Stateside Right of Way Services, LLC, (Stateside)** is a certified Historically Underutilized Business (HUB) by the State of Texas and a certified Disadvantaged and Woman owned Business Enterprise (DBE/WBE). After 20 years in utility and transportation right of way, Diane Valek established Stateside in 2009 with its headquarters in Dallas, Texas, with offices in Temple, Houston and Mansfield.

Stateside's goal is to maintain a positive image for our clients by providing professional and knowledgeable agents who are experienced, patient and motivated to readily address and resolve difficult right of way issues. Stateside's agents are qualified to manage the title and land acquisitions through construction according to the highest professional standards, to work conscientiously to minimize the stress upon all persons – the client's personnel, those who are required to sell their property, relocated displacees and to work cooperatively with all agents and other assigned personnel for the benefit of the general public – while maintaining respect of the fiduciary duties in the use of public funds.

Stateside is committed to working in partnership with its clients to achieve the client's objective. Stateside has presented in a variety of forums to explain the project, the right of way process, scheduling and answering questions directly from the attendees. Stateside is very experienced in addressing issues and resolving conflict in a large meeting situation and small group gatherings. Stateside has presented in Public Hearings, neighborhood association meetings, special interest groups, City Council meetings and Boards for Universities, Hospitals and School Districts.

Stateside believes that when a client selects a consulting firm, the level of the project's success is determined by the dedication and capability of the individuals assigned to the project. As a result, Stateside has developed a corporate philosophy based on recruiting a team of experienced, highly qualified personnel who are dedicated to meeting the client's needs. The Stateside team is composed of individuals whose skills are directly related to the specific needs of the project.

With notable right of way experience completing high profile, multi-million and billion dollar utility and transportation projects within the State of Texas, Stateside has a reputation within the State of Texas for successfully working on and completing complex utility and capital improvement projects for municipalities, counties, utility districts and state agencies – City of Temple, City of Kyle, City of Georgetown, City of Prosper, City of Wylie City of Rosenberg and the City of Carrollton - TXU, CREZ, Shertz-Seguín Local Government Corporation, Guadalupe-Blanco River Authority, Trinity River Authority, Turkey Peak Reservoir, Morrow Resources - TxDOT Districts: Bryan, Houston, Waco and Dallas – and, the Fort Worth Transportation Authority and Metropolitan Transportation Authority of Harris County.

STAFFING: Stateside does not send its agents out of the State of Texas to work on other projects. Stateside works right of way projects in Texas, so its employees are local agents who have a vested interest in the success of every project.

Stateside has a track record of putting together remarkable teams who work well together for the success of the project.

Stateside has a full in-house staff in each office to complete the project management, title, title curative, establish value, coordinate and oversee appraisers and survey teams, negotiations, closings, construction and if needed, condemnation support.

Stateside's Right of Way Team approach includes bringing together the most qualified group of right of way professionals and support staff. The Team is coordinated by strong, respected team leaders who understand right of way from design to construction from a broad perspective, as well as the significant role of all disciplines involved in the success of the project.

Stateside's full time employees live in the Temple, Houston, Dallas and Fort Worth areas.

The Stateside project managers, acquisition agents, condemnation agents, title agents and support staff are kind, patient, knowledgeable and professional people who have a passion for what they do every day.

An informed landowner is typically a more cooperative landowner, so communication is key to keeping all parties moving in the same direction. Kindness and listening solves a myriad of landowner issues. If the agent quickly determines that a landowner would prefer a different type of agent, handing off the parcel to another agent can also be extremely useful to avoid condemnation and finish negotiating with an upset landowner.

In order to meet deadlines, accomplish difficult tasks and constantly cover the small details that keep communication flowing, these assigned agents will use a variety of techniques to address right of way issues.

Stateside Office Locations:

- Temple
- Dallas
- Mansfield
- Houston

ORGANIZATION: Staying on schedule is achieved in several ways. First, by planning, preparing ahead of time and effective communication with the property owners. Second being prepared for title issues by reviewing the documents and learning the project to enable the client, acquisition agents, title and support staff to begin addressing issues before they affect the schedule.

Stateside has a very strong project support team and title department that is able to quickly mobilize on a project. Stateside title agents download the routes, track the parcels being impacted by the project, provide the information to the project support team who enter it into the data base. Stateside also subscribes to several sites that allow the title agents to be diligent in their search for owners and to locate contact information.

Stateside is available to set up title from any title company that the client would like to use.



Stateside employees work with three local title companies in the Temple area to request title commitments, to clear title of encumbrance and to close on the property. The agents assigned to the client's projects are familiar with title documents and are able to check title commitments for accuracy and request corrections if any errors are found.



Stateside agents will work with the landowners to clear any liens against the property or owner to ensure that the client has

all property rights needed prior to the closing of the property.

Stateside agents also have extensive experience working with lienholders for full and partial releases. In the event that a partial release is needed, agents will work with the landowner and lienholder to agree on how payment should be distributed. After closing, documents will be recorded in the county deed of records office. When an easement or deed is recorded or a final title policy is received, the acquisition file will be closed.

Per Senate Bill 18, all required notices will be sent to the owner of record as shown on the county tax records as well as the title commitment. These notices will include an acknowledgment of receipt and a confirmation of contact information.

Stateside's in-house document agents and document control agents have an eye for details and also are a part of the Stateside QA/QC process. These agents prepare documents, but are also responsible for the reviewing and checking of other agent's work to provide another level of check and balances of the documents being provided to the landowners and the client.

Stateside also understands the importance of communicating with all parties involved in the project. To maintain constant and effective communication, Stateside project teams have weekly and monthly status meetings and project reports for the client.

When Stateside becomes the client's right of way provider, project files will be established, data base information will be added and meetings will be attended to keep all parties informed of the status of the right of way status, which also allows Stateside to be kept informed of possible changes to the project as well.

Stateside eliminates trial and error situations by consistently combining innovative techniques with practical experience. This can mean the difference between an effective project completed on time and within budget and a project subject to the costs associated with changes and delays.

Summary of Expertise

- Texas Municipal Experience
- Electrical Transmission Experience
- Local Qualified Agents
- Utility, City and County Expertise
- Strong Negotiators
- Strong Title Curative
- Fee , Easement & Donation Acquisitions
- Utility Coordination on Large Projects
- 2018-2021 – Purchased over 450 parcels
- Excellent Communicators
- Very Low Condemnation Rates

ADMINISTRATIVE: Stateside is committed to the use of cutting-edge technology both in the field and also through back-office management solutions. Through this commitment, Stateside utilizes a cloud hosted data base that is maintained through its IT Department.

The Stateside data base can quickly generate maps, track project status, produce custom reports and documents. The Stateside cloud hosted data base is accessible both on-site and remotely by project



Temple Team



Lisa Roberts
Temple Director



Oscar Rodriguez
PM Negotiator



Virginia Vergara
Bi-Lingual Negotiator Relocation



Stacia Booth
Title Relocation



Christy McDaniel
Title Relocation



Brent Patterson
Director Negotiator



Shawn Jackson
Negotiator

STATESIDE REFERENCES

Project Information	Capital Improvement Projects
Timeline	Currently On-Going
Client Name	City of Temple
Contact Person	Christina Demirs, Deputy City Attorney
Phone Number	(254) 298-5604
Email Address	cdemirs@templetx.gov
Stateside Personnel Assigned	Lisa Roberts, Oscar Rodriquez, Virginia Vergara, Stacia Booth, Christy McDaniel, Shawn Jackson, Brent Patterson, Danyelle Donnelly
Description of Services	For the City of Temple, Stateside provides turnkey right of way services. This includes cost estimates, right of entry, title research and curative, appraisal and appraisal review coordination, acquisition, relocation, condemnation support, and file close outs.
Project Information	18 Mile Parallel Pipeline Project
Timeline	Completed 2020
Client Name	Schertz Seguin Local Government Corporation
Contact Person	Amber Briggs Beard, Asst. General Manager
Phone Number	(830) 386-2567
Email Address	abeard@seguintexas.gov
Stateside Personnel Assigned	Brent Patterson, Shawn Jackson, Lisa Roberts
Description of Services	For SSLGC, Stateside provided acquisition and condemnation support services.
Project Information	SH 36 Expansion and Improvement Project
Timeline	Currently On-Going
Client Name	TxDOT – Houston District
Contact Person	Shay Williams
Phone Number	(713) 802-5705
Email Address	shay.williams@txdot.gov
Stateside Personnel Assigned	Lisa Roberts, Oscar Rodriquez, Virginia Vergara, Shawn Jackson, Brent Patterson, Danyelle Donnelly
Description of Services	For TxDOT, Stateside provides title research and curative, appraisal and appraisal review coordination, acquisition, relocation, condemnation support, and file close outs.



Stateside
Right of Way Services

PROJECT EXPERIENCE & QUALIFICATIONS



NW Boulevard and SH 29 Fire Station - City of Georgetown, Texas

Project Description: The majority of the Northwest Highway project followed existing right of way and required large partial acquisitions to widen and improve this arterial thoroughfare. There is a portion that required a redesign and the bisection of large commercial properties.

For the Northwest Highway project the City of Georgetown executed a LPA with TxDOT that the City of Georgetown would purchase the right of way, relocate the displacees and clear the right of way and TxDOT would construction the connector to IH-35.

The SH 29 fire station project was a city funded project that required whole acquisitions and relocations of one residential and two businesses.

Responsibilities: Stateside completed the acquisition, relocations and condemnations (through outside legal counsel) for the City of Georgetown in Williamson County. The City of Georgetown contracted with Atrium Real Estate Services to complete the appraisals and completed an internal review with its in-house appraiser for the reviews. For this project, Stateside services included the project management, title, negotiation, title curative, relocations, escrow/closings and condemnation services.

Stateside's in-house staff completed all of the reporting, meetings, initial contact letters, negotiation reports, offer letters, relocations, conveyance documents, Memorandum of Agreements, lien releases, responses to counteroffer letters, final offer letters Condemnation packages to attorneys and completed all of the file close outs.

Project Notes: The Northwest Highway parcels were commercial parcels in a transition area. There were several factors that impacted this project. The most difficult factor for successful negotiations was that these properties were located in a very prime and developing area. In the past five years, these property owners have been impacted by different agencies to purchase property for public use. Due to this recent activity, the majority of these owners had attorneys who specialized in eminent domain. Fortunately, most of the landowners' attorneys have a relationship with Stateside from other right of way projects and were willing to work towards a solution to prevent delays in construction.

The fire station project required the purchase of a residential home occupied by a tenant. The property was purchased and the tenant relocated. The two business relocations required additional services. The one business tenant who had a lawn service and porta-potty rental business was able to quickly relocate to another location, but the owner of the mechanic shop was uncooperative, nonresponsive and had many demands directed to the city. Stateside was able to be at his shop, his home and the partner's home on many occasions to keep the negotiations moving. The property was purchased, business relocated and vacated for demolition on schedule.

Completed November 2019

Travis Baird

512-930-2575 (direct)

travis.baird@georgetown.org



CURRENT STATESIDE EMPLOYEES:

Lisa Roberts – PM

Danyelle Donnelly, SR/WA, R/W-RAC – Relo

Heather Bagley – SR/WA – Title

Pam Thomas – Closings

Virginia Vergara – Relo/Acquisition



Avenue D, Avenue C, North Pea Ridge, South Pea Ridge, Poison Oak, Hartwick Ave., Bird Creek, Conner Park, Kegley Road, Avenue U, Avenue R, MLK, Santa Fe Plaza- City of Temple, Texas

Project Description: STATESIDE successfully completed several right of way contracts for the City of Temple in Bell County, Texas, with very few condemnations for failed negotiations. These right of way projects were for new street builds, street widening, urban improvement projects, drainage and utilities and public parks.

Responsibilities: Stateside completed the project management, title, appraisals, negotiation, relocation, title curative and closing services. Stateside completed all of the reporting, meetings, initial contact letters, negotiation reports, offer letters, conveyance documents, memorandum of agreements, lien releases, responses to counteroffer letters and the file close outs for all of the acquisitions, relocations and condemnations (through outside legal counsel) for the City of Temple in Bell County, Texas, with limited condemnations.

Project Notes: Stateside has acquired all of the right of way for these projects which included over 75+ relocations. The majority of these parcels were located in the older parts of town so most of the landowners and displacees were elderly, Section 8 housing or below the poverty level. The elderly acquisitions required contacting a relative or social worker for assistance in establishing trust and understanding the process. Many of the below poverty level displacees were difficult to maintain communication with as cell phones and internet services were being disconnected for non-payment. The agents were able to establish positive relationships keeping the project on schedule and below budget.



Also These parcels were commercial, residential and vacant parcels. There were mixes of types of parcels with most of the relocations located in the lower income areas of town. Two relocations were elderly owners who had purchased their homes in the 1970's and had lived in their homes for many years. At the displacee's request, the Stateside agents contacted the elderly displacees' children to assist in the selection of the location of the replacement home. These displacees decided to relocate to homes near their families.

Some of the residential displacees inherited the property and did not maintain sufficient credit to purchase another home. Several displacees were tenants with more than normal personal property to be relocated – trash in the yards, storage sheds and garages. For the tenants RAP calculations were prepared and personal property eligibilities for the landlords.

Stateside has also prepared and presented in public hearings to address the upcoming right of way projects to neighborhood gatherings and for environmental clearance (NEPA). Stateside presented the right of way process and answered questions from the impacted landowners regarding acquisition and relocation.

Stateside was recognized and received a *Certificate of Appreciation* by the Department of Veterans Affairs for its excellent handling of a high profile veteran relocation. This veteran was being displaced from a very old home and was regularly featured in the local newspaper. Stateside was able to gently remove the man from his very old and unsafe home, find affordable temporary housing and relocate him back onto his property while staying within budget.

Six Condemnations to Date – to be completed November 2020
Christina Demirs, Deputy City Attorney
254-298-5604 (direct) and cdemirs@templetx.gov



CURRENT STATESIDE EMPLOYEES:

Lisa Roberts – PM
Shawn Jackson – PM - Acquisition
Stacia Booth – Relocation- Title
Brent Patterson - Acquisition
Ayana Davis, R/W-RAC – Relo

Danyelle Donnelly, SR/WA, R/W-RAC – Relo
Heather Bagley – SR/WA – Title
Oscar Rodriguez – Project Manager, Acquisition
Pam Thomas – Closings
Virginia Vergara – Spanish Speaking Relo/Acquisition
Christy McDaniel – Title and Relo Support



- (1) Mountain Creek Interceptor Segment 30MC-1
- (2) Wastewater System WFXIA2
- (3) WF-R3, Sulphur Branch Outfall
- (4) WF-R2 and WF15 Rehabilitation Project
- (5) Ten Mile Creek Regional Wastewater System, TM-2
- (6) WF-10 and WF-13

Project Description: Stateside agent, Shawn Jackson, has purchased 100+ parcels of right of way for sanitary sewer pipeline easements, temporary construction easements, access easements and permit areas for TRA that have required coordination with the Cities of DeSoto and Grand Prairie and with Oncor Electric.

TRA has a great relationship with Stateside, citing great landowner relationships and communication, quality of work and very low condemnation rates.

Stateside has been able to work within budget and provide turnkey right of way services for acquisition through construction. Stateside keeps the project on schedule for construction by learning the project to evaluate the existing acquisition issues, prepare negotiation solutions early, research and review title, prepare title curative solutions and meeting with all landowners prior to acquisition activities beginning to obtain a better understanding of potential issues and priorities. Stateside's ability to negotiate these parcels with a **very low condemnation rate** has saved the client thousands of dollars in legal fees and construction delays.

Responsibilities: Stateside has completed the project management, title, escrow, appraisals, negotiation, title curative, closings, ED support and project/file close out services. Stateside completed all of the reporting, meetings, initial contact letters, negotiation reports, offer letters, conveyance documents, memorandum of agreements, lien releases, responses to counteroffer letters and the file close outs for all of the acquisitions.

Project Notes: These projects have local government agencies as partners and require coordination with most local agencies. The agencies are working together to deliver additional growth and expected future growth between the cities, counties and water districts. The projects require new and additional feet of right of way for utility easements and temporary easements that impact a variety of properties including single family residences, farm land, ranch land, industrial property, commercial property, school districts, park properties and city owned properties.

Completed October 2019

Mark Thigpen
817-493-5191 (direct)
thigpenm@trinityra.org



STATESIDE EMPLOYEES:

Shawn Jackson – PM/Acquisition
Pam Thomas – Document/Closing Agent
Heather Bagley, SR/WA – Title Curative
Brent Patterson – Acquisition Support



Southside Wastewater and Blanco Wastewater Projects Kyle, Texas

Project Description: Stateside secured right of way and purchased over 30+ parcels for a waste water pipeline and lift stations along IH-35 for the City of Kyle, Texas. This project was handed off to several city engineers and design consultants, due to employee turnover and required constant monitoring from Stateside to maintain project specifics. In order to keep the project on track, as each new city employee came on board, Stateside was responsible for updating the new city and engineering staff on the status of the project and the specifics of the on-going design issues.

As these projects were politically connected to large property owners in the area, the city appreciated how professional and patient Stateside handled the negotiations. For the smaller parcels off of the main thoroughfare area, but were required for looping, there were also many title issues to resolve in this area of town. As many of the properties had clouds and other issues with title, Stateside was required to secure Affidavits of Heirship, copies of divorce decrees and correction deeds to provide good title for closings.

Responsibilities: Stateside provided project management, title, appraisals, negotiation, title curative and closing services. Stateside completed all of the reporting, meetings, initial contact letters, negotiation reports, offer letters, conveyance documents, memorandum of agreements, lien releases, responses to counteroffer letters, final offer letters and completed all of the file close outs.

Project Notes: Stateside's in house team of title experts begin reviewing title at the earliest opportunity to develop and implement a title curative plan. This early planning allows the acquisition agent to address title issues with the landowner immediately so that once a settlement is reached, a plan is in place to handle the title curative issues and avoid costly delays and condemning property that otherwise could not have closed. Stateside's ability to maintain a positive relationship with the landowners to continue negotiations for the parcels with a very low condemnation rate, saved the client thousands of dollars in legal fees and construction delays.

Stateside's professional standards, patience and relationships with the landowners allowed this project to be constructed and saved the City thousands of dollars in legal fees and construction delays

Completed May 2020

Leon Barba

512-262-3958 (direct)

cityengineer@cityofkyle.com



STATESIDE EMPLOYEES:

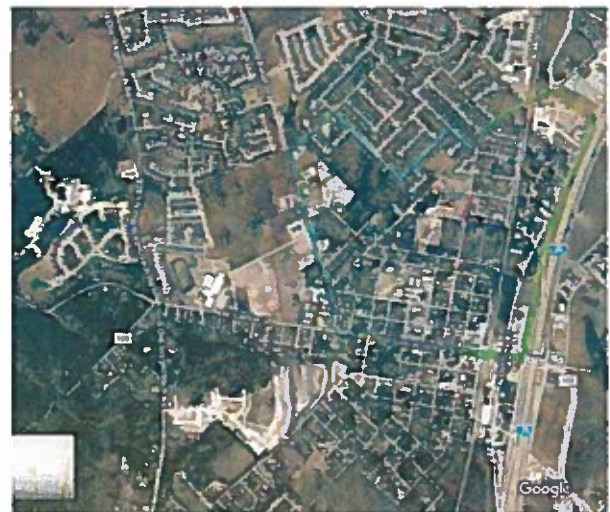
Shawn Jackson – PM/Acquisition

Pam Thomas – Document/Closing Agent

Heather Bagley, SR/WA – Title Curative

Oscar Rodriguez – Acquisition

Veronica Miquel - Relocation





TxDOT
FM 146 Harris County
SH 158 Brazos County
SH 2218, SH-36 – Segments 8, 9, 10, 13 and 14 Fort Bend and Brazoria County –

Project Description: TxDOT projects in rural and urban areas. The urban projects had large commercial properties with several businesses and a few residential displaces to be relocated. The rural projects were large tracts of land, several residential displaces, and RV park and a deer breeding business.

Responsibilities: Stateside provided project management, title, appraisals, appraisal reviews, negotiation, title curative and closing services and all eminent domain activities through deposit and objections. Stateside completed all of the reporting, meetings, initial contact letters, negotiation reports, offer letters, conveyance documents, memorandum of agreements, lien releases, responses to counteroffer letters, final offer letters and completed all of the file close outs.

Project Notes: All TxDOT projects are federally funded projects to provide improved transportation.

For the SH 36 and FM 146 projects, TxDOT requested that Stateside have Project Manager, Briana Miller, lead her team to complete over 420 difficult relocations, 373 complex condemnation parcels and purchase only 28 new parcels within a very condensed construction schedule.

Stateside's in-house right of way staff quickly organized, ramped up and performed title curative, acquisition, relocation, eminent domain and management duties to immediately begin the needed strategies to get the relocations and condemnation hearings back on track. Stateside was able to deliver the project under the construction schedule deadline. Stateside also managed and maintained the status reports, scheduled weekly internal status meetings, completed RAP and RHP packages, monitored moves, tracked relocation and award packages sent to and payments received from TxDOT.

Stateside's relocation team and eminent domain team quickly addressed the outstanding issues to get the parcels "under control." The relocation team had to establish relationships with displacees who had not had recent communication from TxDOT and get interviews completed, forms updated and relocation packets submitted to TxDOT for approval and payment. To date, construction is still on schedule.

The eminent domain team was required to review acquisition packets by other right of way firms, approve the information provided to the landowners or make corrections and have revised documents sent to the landowners. Fortunately, Lisa Roberts has a long established relationship with the Houston District on staff attorney and the Austin AAG's office and their assistants, so her team received the additional support to get the project back on schedule.

to be completed November 2022

Houston District - Shay Williams 713-802-5705 (direct) and shay.williams@txdot.gov
Bryan District – Melissa Sevilla – 979-778-9607 (direct) and Melissa.sevilla@txdot.gov

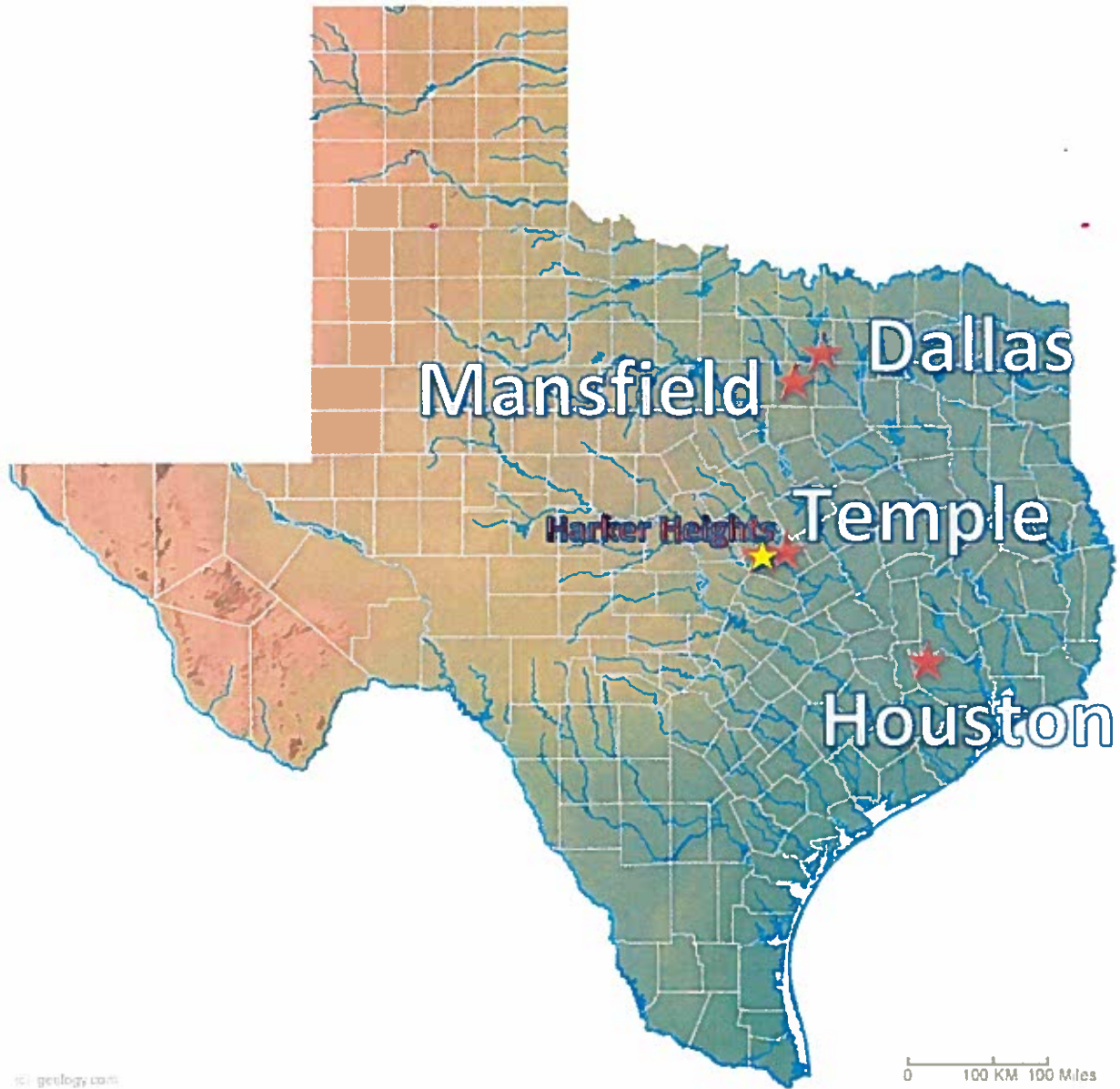


CURRENT STATESIDE EMPLOYEES:

Briana Miller, R/W-RAC - PM
Lisa Roberts –ED Manager
Ayana Davis, R/W-RAC - Relo
Brent Patterson - Acquisition
Danyelle Donnelly, SR/WA, R/W-RAC – Relo

Heather Bagley, SR/WA – Title
Oscar Rodriquez – Acquisition and ED Hearings
Pam Thomas, RWA – Closings
Virginia Vergara – ED Hearings
Erwin Ulin – Spanish Speaking – Document and Relo Support

STATESIDE OFFICE LOCATIONS
Temple, Dallas, Mansfield, Houston





CITY COUNCIL MEMORANDUM

AGENDA ITEM #XII-1

FROM: THE OFFICE OF THE CITY MANAGER

DATE: MAY 25, 2021

RECEIVE AND DISCUSS A PRESENTATION BY SHILOH WESTER, ANIMAL ADVISORY COMMITTEE MEMBER, REGARDING AN ANNUAL UPDATE ON THE ANIMAL ADVISORY COMMITTEE ACTIVITIES IN 2020.

EXPLANATION:

This presentation will provide the City Council with an overview of the Pet Adoption Center statistics and discussions presented to the Animal Advisory Committee during the 2020 calendar year.

ATTACHMENTS:

1. None.