



**MEETING OF THE  
TEMPLE CITY COUNCIL**

**MUNICIPAL BUILDING**

**2 NORTH MAIN STREET**

**3<sup>rd</sup> FLOOR – CONFERENCE ROOM**

**THURSDAY, FEBRUARY 19, 2015**

**3:00 P.M.**

**WORKSHOP AGENDA**

1. Discuss, as may be needed, Regular Meeting agenda items for the meeting posted for Thursday, February 19, 2015.
2. Receive an update on the Western Hills project.
3. Discuss the City's strategic plan, and various strategic and budget related policy issues to include but not limited to:
  - (a) FY2015 budget process and calendar
  - (b) Strategic Plan

5:00 P.M.

**MUNICIPAL BUILDING**

**2 NORTH MAIN STREET  
CITY COUNCIL CHAMBERS – 2<sup>ND</sup> FLOOR  
TEMPLE, TX**

**TEMPLE CITY COUNCIL**

**REGULAR MEETING AGENDA**

**I. CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance

**II. PUBLIC COMMENTS**

Citizens who desire to address the Council on any matter may sign up to do so prior to this meeting. Public comments will be received during this portion of the meeting. Please limit comments to 3 minutes. No discussion or final action will be taken by the City Council.

**III. PUBLIC APPEARANCE**

3. [Receive comments from Genevieve Gregg](#) regarding the Legacy of Rufus Granderson, the first Black Professional Football player to graduate from Dunbar High School.

**IV. PROCLAMATIONS & SPECIAL RECOGNITIONS**

4. Recognize Mark Erskine for his years of service to the Railroad & Heritage Museum Board.
5. Recognize Julio Renteria for calling 9-1-1 on January 24, 2015 regarding a fire in the neighborhood.
6. Recognize HEB for their sponsorship support to the City's Parks and Leisure Services Department.

**V. REPORTS**

7. [Receive the City of Temple Comprehensive Annual Financial Report](#) for fiscal year ended September 30, 2014.
8. [Receive a report from the Police Department](#) as required by the Racial Profiling Statute contained in the Texas Code of Criminal Procedure.

## **VI. CONSENT AGENDA**

All items listed under this section, Consent Agenda, are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda at the request of any Councilmember and will be considered separately.

9. Consider adopting a resolution approving the Consent Agenda items and the appropriate resolutions for each of the following:

### **Minutes**

- (A) [February 5, 2015 Special Called and Regular Meeting](#)

### **Contracts, Leases, & Bids**

- (B) [2015-7625-R](#): Consider adopting a resolution authorizing change order #32 to the construction contract with James Construction Group, LLC for construction activities on NW Loop 363 in an amount not to exceed \$47,000.
- (C) [2015-7626-R](#): Consider adopting a resolution authorizing a demolition contract with Lloyd D. Nabors Demolition, LLC of Hutchins, for the demolition of two commercial structures funded through the Community Development Block Grant (CDBG) in the amount of \$31,400.
- (D) [2015-7627-R](#): Consider adopting a resolution authorizing the City Manager to enter into a contract between the City of Temple and the Department of the Army, Corps of Engineers to reimburse the city for salary and benefit expenses related to police patrols at Temple Lake Park from May 2, 2015 through September 7, 2015.
- (E) [2015-7628-R](#): Consider adopting a resolution authorizing a Donation Agreement between the City of Temple and 302 Acres Leon River, LP for the donation of 58.76 acres of land to the City.
- (F) [2015-7629-R](#): Consider adopting a resolution to subcontract an agreement between Heart of Texas Regional Advisory Council (HOTRAC) and the City of Temple regarding the Office of Assistant Secretary of Preparedness and Response (OASPR) and the Center for Disease Control (CDC) Hospital Preparedness Program (HPP).
- (G) [2015-7630-R](#): Consider adopting a resolution authorizing the purchase of exercise equipment for the Summit Recreation Center utilizing the BuyBoard in the amount of \$60,346.50.
- (H) [2015-7631-R](#): Consider adopting a resolution authorizing the purchase of following vehicles in the amount of \$97,791:
1. Three (3) five passenger midsize sedans (Ford Fusion) from Sam Pack Five Star Ford of Carrollton in the amount of \$50,961 (Bid Tabulation #1); and
  2. Two (2) Chevrolet Colorado from Caldwell Country Chevrolet of Caldwell in the amount of \$46,830 (Bid Tabulation #2);

- (I) [2015-7632-R](#): Consider adopting a resolution authorizing the purchase of fourteen (14) marked police vehicles from Caldwell Country Ford of Caldwell and two (2) marked police vehicles from Caldwell Country Chevrolet of Caldwell the amount of \$612,028.20.
- (J) [2015-7633-R](#): Consider adopting a resolution authorizing the rejection of the bids received for a 1-ton diesel regular cab and chassis, dual rear wheels with utility body. (Bid Tabulation #5)

## **Ordinances – Second & Final Reading**

### **Misc.**

- (K) [2015-7634-R](#): Consider adopting a resolution to submit an application to the Texas Department of State Health Services to participate in the Safe Riders Child Safety Seat Distribution and Education Program.
- (L) [2015-7635-R](#): Consider adopting a resolution ratifying the application of grant funds from State Farm Insurance Companies in the amount of \$20,000 for traffic safety, focused on a Teen Impaired Driver Simulator Program.
- (M) [2015-7636-R](#): Consider adopting a resolution authorizing the City Manager to submit an application and accept funding through a Victims of Crime Assistance (VOCA) Grant from the Criminal Justice Division (CJD) of the Governor's Office.
- (N) [2015-7637-R](#): Consider adopting a resolution authorizing the submission of a grant application for the Texas A&M Forest Services TIFMAS Grant Assistance Program, for training tuition, in the amount of \$6,450.
- (O) [2015-7638-R](#): Consider adopting a resolution authorizing budget amendments for fiscal year 2014-2015.

## **V. REGULAR AGENDA**

### **RESOLUTIONS**

- 10. [2015-7639-R](#): Consider adopting a resolution authorizing the purchase of the following vehicles in the amount of \$94,773.88:
  - (A) One (1) ½-ton crew cab pickup (Ford F150) from Silsbee Ford of Silsbee in the amount of \$24,553.88 (Bid Tabulation #3);
  - (B) One (1) ¾-ton light duty extended cab pickup/bed delete with utility body (Ford F250) from Caldwell Country Ford of Caldwell in the amount of \$34,945 (Bid Tabulation #4);and
  - (C) One (1) 1-ton regular cab and chassis dual rear wheels with utility body (F-350) from Sam Pack Five Star Ford of Carrollton in the amount of \$35,275 (Bid Tabulation #6).

11. Consider adopting resolutions:

(A) [2015-7640-R](#): Ordering a Parks bond election for May 9, 2015, and

(B) [2015-7641-R](#): Authorizing joint election agreements with the Temple Independent School District for the May 9, 2015 election;

12. Consider adopting the following:

(A) [2014-7642-R](#): A resolution of support for a housing tax credit senior project by Picerne Affordable Development, LLC.

(B) [2014-7643-R](#): A resolution of commitment to local funding in the amount of \$897,000 for a housing tax credit senior project by Picerne Affordable Development, LLC.

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***The City Council reserves the right to discuss any items in executive (closed) session whenever permitted by the Texas Open Meetings Act.***

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I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at X:XX PM, on Friday, February 13, 2015.



\_\_\_\_\_  
City Secretary, TRMC  
City of Temple



CITY OF TEMPLE, TEXAS  
CITY COUNCIL MEETINGS

RECEIVED

FEB 05 2015  
CITY OF TEMPLE, TX  
CITY SECRETARY

REQUEST FOR PLACEMENT ON AGENDA

Priority

NAME OF PRESENTER: G. CREVIERE GREGG

ADDRESS: 2916 COUNTRY LA DR. #1232

TELEPHONE NO: 254 742 7622

DATE REQUESTED TO APPEAR BEFORE THE COUNCIL: (Note - The City Council meets the first and third Thursdays of each month.) FEB 14, 2015

SUBJECT TO BE PRESENTED: (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what action you are requesting by the Council.)

The legacy of Rufus Anderson, the first black professional football player to graduate from Evoker High School in Temple, TX.

Note: Separate requests must be completed for each subject presented.

I, the above identified presenter, have read the procedures for public appearances before the City Council of the City of Temple, Texas, and will abide by these procedures.

Denise Bragg  
SIGNATURE OF PRESENTER

2-4-15  
DATE

For Office Use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #7  
Regular Agenda  
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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Traci L. Barnard, Director of Finance

**ITEM DESCRIPTION:** Receive the City of Temple Comprehensive Annual Financial Report for fiscal year ended September 30, 2014.

**STAFF RECOMMENDATION:** Receive the audit report as presented in item description.

**BACKGROUND:** According to the City Charter of the City of Temple, an annual independent audit is required to be made of the financial records of the City by a Certified Public Accountant selected by the City Council. The City of Temple engaged the firm of Brockway, Gersbach, Franklin & Niemeier, P.C.

The City of Temple Comprehensive Annual Financial Report (CAFR) for fiscal year ending September 30, 2014, will be presented by Steve Niemeier, CPA. Mr. Niemeier is a partner with the accounting firm of Brockway, Gersbach, Franklin and Niemeier, P.C. and will be available to address the Council members' questions.

In the previous year's financial statements, the City implemented a dramatic change in governmental financial reporting. We believe this new presentation provides better information to users of the comprehensive annual financial report. The new reporting model issued by the Governmental Accounting Standards Board requires that the management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). The City's MD&A can be found immediately following the independent auditors' report.

The comprehensive annual financial report is presented in four sections: introductory, financial, statistical and compliance. The introductory section includes this transmittal letter, the City's organizational chart and a list of principal officials. The financial section includes the MD&A, Government-wide and Major Fund presentations, notes to the financial statements, Required Supplementary Information, Combining Individual Fund Statements, as well as the independent auditors' report on the financial statements and schedules. The statistical section includes selected financial and demographic information, generally presented on a multiyear basis.

**FISCAL IMPACT:** The fee for the FY 2014 annual audit is \$70,500. The audit fee is proportionally allocated to each fund.

**ATTACHMENTS:**

[Audit \(electronic copy\)](#)





## COUNCIL AGENDA ITEM MEMORANDUM

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Regular Agenda  
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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Gary O. Smith, Chief of Police

**ITEM DESCRIPTION:** Receive a report from the Police Department as required by the Racial Profiling Statute contained in the Texas Code of Criminal Procedure.

**STAFF RECOMMENDATION:** Receive the report as presented in item description.

**ITEM SUMMARY:** The Code of Criminal Procedure requires a report to the governing body of the municipality that details the department's activities related to traffic stops that result in citations, arrests, and searches of persons and/or vehicles. The statute requires the head of the agency to use comparative data to make a determination as to the possible presence of racial profiling within the agency.

The report includes the totals from calendar year 2014 for each category mentioned above. Census data is used for comparisons where appropriate.

It is recommended that the Council receive this report. No other action is required.

**FISCAL IMPACT:** None

**ATTACHMENTS:**



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(A)  
Consent Agenda  
Page 1 of 1

**DEPT./DIVISION SUBMISSION & REVIEW:**

Lacy Borgeson, City Secretary

**ITEM DESCRIPTION:** Approve Minutes:

- (A) February 5, 2015 Special Called and Regular Meeting
- (B) February 12, 2015 Special Called Meeting

**STAFF RECOMMENDATION:** Approve minutes as presented in item description.

**ITEM SUMMARY:** Copies of minutes are enclosed for Council review.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:**

February 5, 2015 Special Called & Regular Meeting (to be provided)  
February 12, 2015 Special Called Meeting (to be provided)



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #9(B)  
Consent Agenda  
Page 1 of 1

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Nicole Torralva, P.E., Public Works Director

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing change order #32 to the construction contract with James Construction Group, LLC for construction activities on NW Loop 363 in an amount not to exceed \$47,000.

**STAFF RECOMMENDATION:** Adopt resolution as discussed in item description.

**ITEM SUMMARY:** The City and TxDOT negotiated an agreement under the Pass-Through Program for the NW Loop 363 expansion project from FM 2305/West Adams north up to the BNSF main line. On September 16, 2010, Council authorized a pass through financing agreement with TxDOT for these improvements. On September 30, 2010, TxDOT authorized approval of the agreement. General terms and conditions of the agreement were presented to council on September 16, 2010.

On May 24, 2012, Council authorized a construction contract with James Construction in the amount of \$39,883,619.28 for expansion of the NW Loop 363. Change orders approved and executed to date total \$277,049.27 (0.70%).

The change order currently requiring council authorization is Change Order #32, in the not to exceed amount of \$47,000. This change order is reimbursement for additional excavation performed at the intersections of Industrial Blvd, Nugent, and Lucius McCelvey and NW Loop 363 as requested by TxDOT due to visibility issues. Additional time will not be added by this change order. The engineer and staff recommend approving the change order.

**FISCAL IMPACT:** Currently, total funding in the amount of \$55,440 is available in account 261-3400-531-2588, project 100681, to fund change order #32 for a not to exceed amount of \$47,000 with James Construction Group, LLC.

### **ATTACHMENTS:**

[Change Order #32](#)  
[Resolution](#)

## INSTRUCTIONS FOR PREPARING THE CHANGE ORDER (Local Agency)

The following information is provided to assist you in preparing the Change Order (CO).

- 1 Insert the Contractor's name as it appears in the contract.
- 2 Insert the work limits for the Change Order.
- 3 Indicate if a change is major or minor.
- 4 Give a narrative of the revised work being authorized in the change order.

If the CO affects pedestrian elements, state in the narrative that a copy of this CO must be sent to the Field Coordination Section of the Design Division.

Address time by one of the following methods:

- 1) Add the time extension number and time in the box provided.
- 2) State in the narrative that no time is added by this CO.
- 3) State in the narrative that time will be addressed later in the project when the time impact of the change order is better known.

Methods 1 and 2 are preferred. Method 3 should not be a normal practice. If time can not be agreed on with the contractor upon execution of a CO, method 3 is acceptable. In this case, time associated with this CO will be non-participating until the time justification is provided.

- 5 Attach any new/revised plan sheet(s).
- 6 For TxDOT use only. The TxDOT representative must designate if this change order is participating by providing a value for the days and amount participating. If the change order is non-participating, enter a zero "0" in the fields.
- 7 Direct the contractor to sign in the contractor's signature block.
- 8 Affix the seal of the authorized local representative in the space located at the left corner of the bottom of the CO Form. Adhere to Change Order Approval Policy of local agency.

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 032

1. CONTRACTOR: James Construction Group, LLC

2. Change Order Work Limits: Sta. Various Intersections to Sta. \_\_\_\_\_

3. Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)

4. Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Reimbursement for additional excavation performed at the intersections of Industrial Blvd./LP 363, Nugent/LP 363, and Lucius McCelvey/LP 363 as requested by TxDOT due to visibility issues. Additional time will not be added by this change order.

**CCSJ:** 0320-06-001

**Project:** PTF 2012(125)

**Highway:** LP 363

**County:** Bell

**District:** Waco

**Contract Number:** \_\_\_\_\_

5. New or revised plan sheet(s) are attached and numbered: N/A

Each signatory hereby warrants that each has the authority to execute this Change Order.

|   |   |
|---|---|
| <p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with Item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p> | <p><b>The following information must be provided</b></p> <p>Time Ext. #: <u>N/A</u> Days added on this C.O.: <u>0</u></p> <p>Amt. added by this change order: <u>\$ 47,000.00</u></p> |
| <p>THE CONTRACTOR _____ Date _____</p> <p>By _____</p> <p>Typed/Printed Name _____</p> <p>Typed/Printed Title _____</p>   | <p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>                       |

**RECOMMENDED FOR EXECUTION:**

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

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Name/Title \_\_\_\_\_ Date \_\_\_\_\_

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Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED

Engineer's Seal:

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 032

Estimated Cost: \$ 47,000.00

CCSJ: 0320-06-001

Paid by Invoice? (  Yes  No )

**TABLE A: Force Account Work and Materials Placed into Stock**

| LABOR   | HOURLY RATE | EQUIPMENT | HOURLY RATE |
|---|-------------|-----------|-------------|
| Refer to Daily Force Account Documentation Attached |             |           |             |
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**TABLE B: Contract Items**

| ITEM          | DESCRIPTION                                      | UNIT | UNIT PRICE | ORIGINAL + PREVIOUSLY REVISED |           | NEW      |           | OVERRUN/UNDERRUN |
|---------------|--|------|------------|-------------------------------|-----------|----------|-----------|------------------|
|               |  |      |            | QUANTITY                      | ITEM COST | QUANTITY | ITEM COST |                  |
| 9606-2012-000 | CO32 - REIMB FOR FORCE ACCT SITE DISTANCE ISSUES | LS   | 47,000.00  | 0.00                          | 0.00      | 1.00     | 47,000.00 | 47,000.00        |
|               |  |      |            |                               |           |          |           |                  |
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| <b>TOTALS</b> |  |      |            |                               | 0.00      |          | 47,000.00 | 47,000.00        |

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 032

CCSJ: 0320-06-001

TABLE B: Contract Items (Continued)

| ITEM   | DESCRIPTION | UNIT | UNIT PRICE | ORIGINAL + PREVIOUSLY REVISED |           | NEW       |           | OVERRUN/<br>UNDERRUN |
|--|-------------|------|------------|-------------------------------|-----------|-----------|-----------|----------------------|
|  |             |      |            | QUANTITY                      | ITEM COST | QUANTITY  | ITEM COST |                      |
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| <b>The "Totals" from Table B of the previous work sheet:</b> |             |      |            |                               |           |           |           |                      |
| <b>TOTALS</b>  |             |      |            |                               |           |           |           |                      |
|  |             |      |            | 0.00                          | 47,000.00 | 47,000.00 | 47,000.00 | 0.00                 |
|  |             |      |            | 0.00                          | 47,000.00 | 47,000.00 | 47,000.00 | 0.00                 |

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING CHANGE ORDER NUMBER 32 TO THE CONSTRUCTION CONTRACT WITH JAMES CONSTRUCTION GROUP, LLC, OF BELTON, TEXAS, FOR CONSTRUCTION ACTIVITIES ON NORTHWEST LOOP 363, IN AN AMOUNT NOT TO EXCEED \$47,000; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, the City and TxDOT negotiated an agreement under the Pass-Through Program for the NW Loop 363 expansion project from FM 2305/West Adams north up to the BNSF main line;

**Whereas**, on September 16, 2010, Council authorized a pass through financing agreement with TxDOT for these improvements;

**Whereas**, on May 24, 2012, Council authorized a construction contract with James Construction for expansion of the Northwest Loop 363 - Change Order No. 32 is for reimbursement of additional excavation performed at the intersections of Industrial Boulevard, Nugent, Lucius McCelvey and Northwest Loop 363 as was requested by TxDOT due to visibility issues;

**Whereas**, staff recommends approval of change order number 32 with James Construction Group, LLC – total funding is available in Account No. 361-3400-531-2588, Project No. 100681; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

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

**Part 1:** The City Council authorizes the City Manager, or his designee, to execute Change Order No. 32 to the construction contract with James Construction Group, LLC of Belton, Texas, for construction activities on Northwest Loop 363, after approval as to form by the City Attorney, for reimbursement of additional excavation performed at the intersections of Industrial Boulevard, Nugent, Lucius McCelvey and Northwest Loop 363 as was requested by TxDOT due to visibility issues, in an amount not to exceed \$47,000.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.



PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(C)  
Consent Agenda  
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**DEPT./DIVISION SUBMISSION & REVIEW:**

Ashley Williams, General Services Manager  
Belinda Mattke, Director of Purchasing

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing a demolition contract with Lloyd D. Nabors Demolition, LLC of Hutchins, for the demolition of two commercial structures funded through the Community Development Block Grant (CDBG) in the amount of \$31,400.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** Included in the City's Community Development Block Grant (CDBG) Action Plan is funding for demolition with the focus of eliminating spot blight.

On February 5, 2015, competitive sealed bids were opened for the demolition of the following commercial structures:

- 300 West Avenue F
- 709 North Main Street

As shown on the attached bid tabulation, the low bidder for this project is Lloyd D. Nabors Demolition, LLC. Lloyd D. Nabors Demolition has provided demolition services to the City previously and the City found them to be a responsible bidder. Accordingly, staff recommends award of these demolitions to Lloyd D. Nabors Demolition, LLC.

**FISCAL IMPACT:** Currently, \$84,772.51 is available in the Community Development Block Grant, account 260-6100-571-2698 to fund the demolition contract with Lloyd D. Nabors Demolition, LLC in the amount of \$31,400.

**ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING A DEMOLITION CONTRACT WITH LLOYD D. NABORS DEMOLITION, LLC OF HUTCHINS, TEXAS, FOR THE DEMOLITION OF TWO COMMERCIAL STRUCTURES TO BE FUNDED THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT, IN THE AMOUNT OF \$31,400, AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, included in the City's Community Development Block Grant (CDBG) Action Plan is funding for demolition with the focus of eliminating spot blight;

**Whereas**, on February 5, 2015, competitive sealed bids were opened for the demolition of the commercial structures located at:

- 300 West Avenue F; and
- 709 North Main Street

**Whereas**, the low bidder for this project is Lloyd D. Nabors Demolition, LLC – the City has done work with Lloyd D. Nabors Demolition in the past and has found them to be a responsible bidder;

**Whereas**, staff recommends award of this contract to Lloyd D. Nabors Demolition, LLC of Hutchins, Texas, in the amount of \$31,400;

**Whereas**, funds are budgeted for this demolition in the Community Development Block Grant, Account No. 260-6100-571-2698; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the City Manager, or his designee, to execute a contract with Lloyd D. Nabors Demolition, LLC of Hutchins, Texas, after approval as to form by the City Attorney, for the demolition of the commercial structures located at 300 West Avenue F and 709 North Main Street, to be funded through the Community Development Block Grant, in the amount of \$31,400:

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of February, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Gary Smith, Chief of Police

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the City Manager to enter into a contract between the City of Temple and the Department of the Army, Corps of Engineers to reimburse the city for salary and benefit expenses related to police patrols at Temple Lake Park from May 2, 2015 through September 7, 2015.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** The City of Temple and the US Army Corps of Engineers have identified a need for increased law enforcement services for Temple Lake Park on Lake Belton during the late spring and summer months. This contract will provide for the city to be reimbursed for up to 492 hours of additional police patrols within the park and vehicle cost. A contract was approved for a similar period during 2013 and 2014 that resulted in positive outcomes for both the City of Temple and the Corps of Engineers.

**TERM OF AGREEMENT:** This contract shall commence on May 2, 2015 and end on September 7, 2015.

**FISCAL IMPACT:** The police department estimates the contract will reimburse approximately \$25,840 in police officer salaries and benefits, and \$9,840 in vehicle cost.

### **ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING A CONTRACT WITH THE DEPARTMENT OF THE ARMY, CORPS OF ENGINEERS, TO REIMBURSE THE CITY FOR SALARY AND BENEFIT EXPENSES RELATED TO POLICE PATROLS AT TEMPLE LAKE PARK FROM MAY 2, 2015 THROUGH SEPTEMBER 7, 2015; AND PROVIDING AN OPEN MEETINGS CLAUSE.

---

**Whereas**, the City of Temple and the United States Army Corps of Engineers have identified the need for increased law enforcement services at Temple Lake Park on Lake Belton during the late spring and summer months;

**Whereas**, the Army Corps of Engineers will reimburse the City for up to 492 hours of additional police patrols within Temple Lake Park;

**Whereas**, a contract was approved for a similar period during 2013 and 2014 which resulted in positive outcomes for both the City of Temple and the Army Corps of Engineers – the new contract will begin on May 2, 2015 and end on September 7, 2015;

**Whereas**, an estimated \$25,840 will be reimbursed to the City of Temple for police officer salaries, benefits and an estimated \$9,840 will be reimbursed in vehicle costs; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the City Manager, or his designee, to execute a contract with the Department of the Army, Corps of Engineers, to reimburse the City of Temple for police officer salaries, benefits and vehicle costs related to additional police patrols at Temple Lake Park from May 2, 2015 through September 7, 2015, in the estimated combined amount of \$35,680.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Kayla Landeros, City Attorney

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing a Donation Agreement between the City of Temple and 302 Acres Leon River, LP for the donation of 58.76 acres of land to the City.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** 302 Acres Leon River, LP (“302 Acres”) is the owner of approximately 58.76 acres of land located in South Temple and adjacent to the property known as Bend of the River. 302 Acres has approached the City and is willing to donate the 58.76 acres to the City. By accepting the property, the City would significantly increase the size of Bend of the River from approximately 31 acres to almost 90 acres of land. This would provide a large footprint for future development of the property into a park facility.

In addition to the 58.76 acres, 302 Acres is willing to donate a sewer line easement through its remaining property that is necessary for the construction of the Leon River Trunk Sewer. 302 Acres also plans to construct part of a street to the north of the existing Johnson Brothers Ford dealership. After construction of the street, 302 Acres will deed the right of way for the street and future extensions of the street to the City.

Staff recommends authorizing this agreement.

**FISCAL IMPACT:** The City will be responsible for future maintenance of the road and costs associated with the closing transaction on the land.

### **ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING A DONATION AGREEMENT BETWEEN THE CITY OF TEMPLE AND 302 ACRES LEON RIVER, LP, FOR THE DONATION OF APPROXIMATELY 58.76 ACRES OF LAND TO THE CITY; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, 302 Acres Leon River, LP (“302 Acres”) is the owner of approximately 58.76 acres of land located in South Temple and adjacent to the property known as Bend of the River;

**Whereas**, 302 Acres has approached the City about donating the 58.76 acres to the City - by accepting the property, the City would significantly increase the size of the Bend of the River from approximately 31 acres to almost 90 acres of land which would provide a larger footprint for future development of the Bend of the River property into a park facility;

**Whereas**, in addition to the donation of approximately 58.76 acres, 302 Acres is willing to donate a sewer line easement through its remaining property that is necessary for the construction of the Leon River Trunk Sewer;

**Whereas**, 302 Acres also plans to construct part of a street to the north of the existing Johnson Brothers Ford dealership - after construction of the street, 302 Acres will deed the right of way for the street and future extensions of the street to the City;

**Whereas**, staff recommends authorizing a donation agreement between the City of Temple and 302 Acres Leon River, LP for the donation of approximately 58.76 acres of land to the City;

**Whereas**, the City will be responsible for future maintenance of the road and costs associated with the closing transaction on the land; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes a Donation Agreement between the City of Temple and 302 Acres Leon River, LP, after approval as to form by the City Attorney, for the donation of approximately 58.76 acres of land to the City and a sewer line easement through its remaining property.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.



PASSED AND APPROVED this the **19<sup>th</sup>** day of **February** 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Mitch Randles, Fire Chief

**ITEM DESCRIPTION:** Consider adopting a resolution to subcontract an agreement between Heart of Texas Regional Advisory Council (HOTRAC) and the City of Temple regarding the Office of Assistant Secretary of Preparedness and Response (OASPR) and the Center for Disease Control (CDC) Hospital Preparedness Program (HPP).

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** The agreement is to facilitate development of a coordinated regional medical response plan for disaster preparedness efforts that meet the OASPR and CDC requirements and ensures ability, and adequately addresses the health/medical needs of the population of the Central Texas Region in the event of any disaster/emergency situation. The contract agreement effective date is July 1, 2014 and ends June 30, 2015 and renews annually while the Program is active. With the arrival of Fire Chief Randles, a new signed contract has been requested by HOTRAC.

The Fire Department is a participating member of the Central Texas Regional Advisory Council and a member of the Central Texas Healthcare Coalition. The city agrees to participate as an active member by attending in regional training, exercises and corrective actions and to provide copies of after action reports following completion of exercises. The city also agrees to properly store, monitor and maintain all equipment/supplies purchased with OASPR/CDC funds, to provide required training, and submit documentation to the HOTRAC annually or as requested. The emergency generator at the Wilson Recreation Center was purchased through the HOTRAC using OASPR funds.

**FISCAL IMPACT:** In FY 2012, the Central Texas Advisory Council donated a generator to the City to be used at Wilson Recreation Center. As part of the agreement for the donation the City agreed to participate in the Hospital Preparedness Program (HPP). The City will receive no funds from HOTRAC and there is no financial contribution required from the City. Any costs related to the City's participation will be absorbed in the Fire Department's FY 2015 Operating Budget.

### **ATTACHMENTS:**

[Subcontract Agreement](#)  
[Resolution](#)

# SUBCONTRACT AGREEMENT

BETWEEN

Heart of Texas Regional Advisory Council (HOTRAC)  
3000 Herring Avenue, Waco, TX 76708  
(254) 202-8740 fax (254) 202-8749

Entity Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

## REGARDING OASPR/CDC HOSPITAL PREPAREDNESS PROGRAM (HPP)

CONTRACT EFFECTIVE DATE: July 1, 2014

CONTRACT END DATE: June 30, 2015 & renews annually while Program is active.

**Purpose:** This agreement is to facilitate development of a coordinated regional medical response plan for disaster preparedness efforts that meets the Office of Assistant Secretary of Preparedness and Response (OASPR) and the Center for Disease Control (CDC) requirements and ensures ability, and adequately addresses the health/medical needs of the population of the Central Texas Region in the event of any disaster/emergency situation.

### Agreed Heart of Texas Regional Advisory Council (HOTRAC) Responsibilities:

1. Administer OASPR/CDC grant program for the Trauma Service Area (TSA) L.
2. Provide guidance to the preparedness stakeholders regarding the development and implementation of the OASPR/CDC Healthcare Preparedness Capabilities.
3. Disseminate information from Texas Department of State Health Services (DSHS), Public Health, Emergency Planning Groups, First Responders, etc., to the regional healthcare coalition in a timely manner to facilitate hospital and regional medical plan development.
4. Initiate purchase and dissemination of equipment as instructed by the Central Texas Healthcare Coalition and approved by the HOTRAC Board of Directors.
5. Ensure compliance with the DSHS HPP contract.
6. Notify all entities of meeting dates, times, locations, at least two weeks prior to scheduled meetings.
7. Maintain confidentiality of proprietary information and after action reports and corrective action plans.

### Agreed Entity Responsibilities:

Entity agrees to comply with the Central Texas Healthcare Coalition Expenditure Plan and required guidelines of the OASPR/CDC Federal Hospital Preparedness Program Grant as follows:

1. Maintains compliance with the National Incident Management Systems (NIMS).
2. Participate in the evaluation, planning, and implementation of all eight (8) OASPR Healthcare Preparedness Capabilities including Functions as pertains to your entity and the Trauma Service Area (TSA).
3. Participate in Regional Healthcare Hazard Vulnerability Assessment & baseline assessment of the eight (8) Healthcare Preparedness Capabilities, as needed.
4. Participate in the regional interoperable communications system(s).
5. Participate in the use of the State ESAR-VHP system (CORES), WebEOC, and EMS systems (EMTrack, EMResource, & HICS), where applicable.
6. Participate in the development of a Regional Emergency Healthcare System-wide All-hazards Plan.
7. Participate as possible in the Texas Emergency Medical Task Force (EMTF) project.
8. Continue to enhance security.
9. Participate in regional training, exercises and corrective actions; provide copies of entity after action reports within 45 days following completion of exercise.
10. Participate in medical planning for at-risk populations including nursing homes and hospice agencies.

11. Agree to participate (when available) in all actual emergency response activities in the Region.
- 12. Agrees to properly store, monitor and maintain all equipment/supplies purchased with OASPR/CDC funds, to provide required training, and submit documentation to the HOTRAC annually or as requested.**
13. Agrees not to move equipment or supplies without written permission of the HOTRAC.
14. Provides access upon request to HOTRAC, state and federal audit of equipment, expenditures, training records, etc.
15. Must attend 75% of the Central Texas Healthcare Coalition meetings via in person, on conference call, or video conferencing, when available.

Additionally, if entity is a hospital, the hospital must:

1. Continue to maintain a minimum level of preparedness of PPE (12-level C complete suits/PAPRs with a minimum of two in the emergency department).
2. Continue to maintain decontamination capability.
3. Continues to maintain medical surge capacity and isolation capacity; manage a surge capacity of 10%-20% above the daily-staffed bed average.
4. Participate in the approved, bed tracking system (currently EMResource).
5. Maintain an updated Hospital Fatality Management Plan and Hospital 3-tier Evacuation Plan.
6. Plans to receive patients that are appropriate for classification and capabilities.

If entity chooses to no longer participate in this program, the entity must provide such intent in writing. Should this occur, *the entity may be asked to return any and all items purchased during the history of the HRSA/OASPR/CDC Hospital Preparedness Program.*

This document reflects a sub-contract to participate in the OASPR/CDC Hospital Preparedness Program. In addition, I understand that our entity may be subject to federal A-133 audits for expenditures of the OSAPR funds.

\_\_\_\_\_  
CEO/Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed (Entity's Healthcare Coalition Representative)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed (HOTRAC Executive Director)

\_\_\_\_\_  
Date

Resolution

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS AUTHORIZING A SUBCONTRACT AGREEMENT BETWEEN THE HEART OF TEXAS REGIONAL ADVISORY COUNCIL AND THE CITY OF TEMPLE FOR THE OFFICE OF ASSISTANT SECRETARY OF PREPAREDNESS AND RESPONSE AND THE CENTER FOR DISEASE CONTROL HOSPITAL PREPAREDNESS PROGRAM; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, staff recommends a subcontract agreement which will facilitate development of a coordinated regional medical response plan for disaster preparedness efforts that meets the Office of Assistant Secretary of Preparedness and Response (“OASPR”) and the Center for Disease Control (“CDC”) requirements which will ensure abilities, and will adequately address the health/medical needs of the population of the Central Texas Region in the event of any disaster/emergency situation;

**Whereas**, the Fire Department is a participating member of the Central Texas Regional Advisory Council and a member of the Central Texas Healthcare Coalition - the City agrees to participate as an active member by attending regional training, exercises and corrective actions and by providing copies of after action reports following the completion of training exercises;

**Whereas**, the City is also required to properly store, monitor and maintain all equipment and supplies purchased with OASPR/CDC funds, to provide required training, and submit documentation to the HOTRAC annually or as requested;

**Whereas**, this contract is effective July 1, 2014 and expires June 30, 2015 – the contract will renew annually while the Program remains active;

**Whereas**, the City will receive no funds from HOTRAC and there is no financial contribution required on the part of the City - any costs related to the City’s participation will be absorbed in the Fire Department’s fiscal year 2015 Operating Budget; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes a subcontract agreement between the Heart of Texas Regional Advisory Council and the City of Temple for the Office of Assistant Secretary of Preparedness and Response and the Center for Disease Control Hospital Preparedness Program.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

APPROVED AS TO FORM:

ATTEST:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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**DEPT. /DIVISION SUBMISSION & REVIEW:**

Kevin Beavers, Parks and Recreation Department Director

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the purchase of exercise equipment for the Summit Recreation Center utilizing the BuyBoard in the amount of \$60,346.50.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** We are requesting City Council approval for the following equipment purchases:

Fourteen (14) Precor selectorized exercise stations, including freight, installation, and \$2,500 trade allowance from Team Marathon Fitness.

The total cost of the above exercise equipment associated with replacing unrepairable exercise stations and providing improved exercise, fitness and recreation opportunities at the Summit is \$60,346.50, after a \$2500 trade in. (BuyBoard contract 68-05446644).

Staff is recommending the use of the BuyBoard contract to purchase these items. Using the BuyBoard will provide the exact same commercial-grade exercise equipment sold in the retail market at a savings of \$18,328.50.

**FISCAL IMPACT:** Funding in the amount of \$60,347 is available in the accounts shown in the table below:

| Description | Account #         | Project # | Budget   |
|-------------|-------------------|-----------|----------|
| Equipment   | 110-5932-551-6211 | 101159    | \$50,000 |
| Equipment   | 110-3250-551-6211 | 101159    | \$10,347 |
| Totals      |                   |           | \$60,347 |

**ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS AUTHORIZING THE PURCHASE OF EXERCISE EQUIPMENT FOR THE SUMMIT RECREATION CENTER FROM TEAM MARATHON FITNESS OF SUGARLAND, TEXAS, UTILIZING THE BUYBOARD LOCAL GOVERNMENT ONLINE PURCHASING COOPERATIVE CONTRACT, IN THE AMOUNT OF \$60,346.50; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, staff recommends purchasing fourteen (14) Precor selectorized exercise stations, utilizing the BuyBoard Local Government Online Purchasing Cooperative contract in the amount of \$60,346.50;

**Whereas**, using the Buy Board will provide the exact same commercial-grade exercise equipment sold in the retail market at a savings of \$18,328.50;

**Whereas**, funds are budgeted for this purchase in Account No. 110-5932-551-6211, Project No. 101159 and Account No. 110-3250-551-6211, Project No. 101159; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the purchase of fourteen (14) Precor selectorized exercise stations, utilizing the BuyBoard Local Government Online Purchasing Cooperative contract in the amount of \$60,346.50.

**Part 2:** The City Council authorizes the City Manager, or his designee, to execute any documents, after approval as to form by the City Attorney, that may be necessary for this purchase.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of February, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

APPROVED AS TO FORM:

ATTEST:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney





## COUNCIL AGENDA ITEM MEMORANDUM

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**DEPT./DIVISION SUBMISSION & REVIEW:**

Belinda Mattke, Director of Purchasing  
Sam Weed, Superintendent of Fleet Services

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the purchase of following vehicles in the amount of \$97,791:

- (A) Three (3) five passenger midsize sedans (Ford Fusion) from Sam Pack Five Star Ford of Carrollton in the amount of \$50,961.00 (Bid Tabulation #1); and
- (B) Two (2) Chevrolet Colorado from Caldwell Country Chevrolet of Caldwell in the amount of \$46,830.00 (Bid Tabulation #2);

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** On February 3, 2015, six (6) vendors submitted pricing on two (2) independent vehicle bids.

Staff recommends award of the following bid to **Sam Pack Five Star Ford**. No exceptions were taken by Sam Pack Five Star Ford. The City has done business with Sam Pack Five Star Ford in the past and finds them to be a responsible vendor.

**Bid Tabulation #1-Five Passenger Midsize Sedan (Ford Fusion):**

| Bid Tab #   | Description  | Qty | Account           | Project # | Budget              | Recommended Bid    |
|---|--|-----|-------------------|-----------|---------------------|--------------------|
| 1   | Police 3 unmarked Units (replaces unit #10453, #11617, & 12126 | 3   | 110-5900-521-6213 | 101154    | \$ 69,000.00        | \$50,961.00        |
| <b>Subtotal for three (3) five passenger midsize sedans</b> |  |     |                   |           | <b>\$ 69,000.00</b> | <b>\$50,961.00</b> |

\*\*\*\*\*

Staff recommends award of the following bid to **Caldwell Country Chevrolet**. Caldwell Country Chevrolet took no exceptions to the specifications. The City has done business with Caldwell Country Chevrolet in the past and finds them to be a responsible vendor.

**Bid Tabulation #2- Light Duty Economy Mid-Size Pickups (Chevy Colorado):**

| Bid Tab #   | Description                                     | Qty | Account           | Project # | Budget              | Recommended Bid    |
|---|---|-----|-------------------|-----------|---------------------|--------------------|
| 2   | Traffic Signal<br>(addition to fleet)           | 1   | 110-5900-532-6213 | 101164    | \$23,000.00         | \$23,415.00        |
| 2   | Code Enforcement<br>(replaces Asset #<br>11180) | 1   | 110-5900-524-6213 | 101138    | \$23,000.00         | \$23,415.00        |
| <b>Subtotal for two (2) light duty economy mid-size pickups</b> |   |     |                   |           | <b>\$ 46,000.00</b> | <b>\$46,830.00</b> |

**SUSTAINABILITY IMPACT:** Each vehicle scheduled for replacement has been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department is being purchased. The evaluation for these vehicles focused on fuel type.

**FISCAL IMPACT:** Total funding needed for the recommended purchases is \$97,791 resulting in a net savings in the amount of \$17,209.00. Funding for the purchase of the 5 vehicles identified above were approved in the Council-adopted FY 2015 budget and total funding is as shown below.

| Description   | Account           | Project # | Funding   |
|---|-------------------|-----------|-----------|
| Police 3 unmarked Units (replaces unit #10453, #11617, & #12126)                  | 110-5900-521-6213 | 101154    | \$69,000  |
| Traffic Signal: Addition to Fleet - Light Duty Economy Mid-Size Pickup Truck      | 110-5900-532-6213 | 101164    | \$23,000  |
| Code Enforcement: Replace Asset #11180 – Light Duty Economy Mid-Size Pickup Truck | 110-5900-524-6213 | 101138    | \$23,000  |
| Total   |                   |           | \$115,000 |

**ATTACHMENTS:**

- [Bid Tabulation\(1\)](#)
- [Bid Tabulation\(2\)](#)
- [Resolution](#)

# Bid Tabulation #1

## Tabulation of Bids Received on February 3, 2015 at 2:30 p.m. 5- Passenger Midsize Sedans Bid# 13-10-15

|                            |          | Gunn Chevrolet, Ltd.<br>Selma, TX |             | Caldwell County Chevrolet<br>Caldwell, TX |             | Caldwell County Ford<br>Caldwell, TX |             |
|----------------------------|----------|-----------------------------------|-------------|---|-------------|--------------------------------------|-------------|
| Description                | Qty      | Unit Price                        | Total Price | Unit Price                                | Total Price | Unit Price                           | Total Price |
| <b>Total Bid Price</b>     | <b>3</b> | \$19,128.53                       | \$57,385.59 | \$18,965.00                               | \$56,895.00 | \$19,135.00                          | \$57,405.00 |
| Delivery within 120 days?  |          | Yes                               |             | Yes                                       |             | Yes                                  |             |
| Exceptions?                |          | No                                |             | No  |             | No                                   |             |
| Local Preference?          |          | No                                |             | No  |             | No                                   |             |
| Credit Check Authorization |          | Yes                               |             | Yes                                       |             | Yes                                  |             |
|                            |          | Chevy Malibu                      |             | Chevy Malibu LS                           |             | Ford Fusion SE                       |             |

|                            |          | Silsbee Ford<br>Silsbee, TX |             | Sam Pack Five Star Ford<br>Carrollton, TX |             | Johnson Bros Ford Lincoln<br>Temple, TX |             |
|----------------------------|----------|-----------------------------|-------------|---|-------------|---|-------------|
| Description                | Qty      | Unit Price                  | Total Price | Unit Price                                | Total Price | Unit Price                              | Total Price |
| <b>Total Bid Price</b>     | <b>3</b> | \$18,935.44                 | \$56,806.32 | \$16,987.00                               | \$50,961.00 | \$19,247.04                             | \$57,741.12 |
| Delivery within 120 days?  |          | Yes                         |             | Yes                                       |             | Yes                                     |             |
| Exceptions?                |          | No                          |             | No  |             | No                                      |             |
| Local Preference?          |          | No                          |             | No  |             | Yes                                     |             |
| Credit Check Authorization |          | Yes                         |             | Yes                                       |             | Yes                                     |             |
|                            |          | Ford Fusion SE              |             | Ford Fusion                               |             | Ford Fusion SE                          |             |

Recommended for Council award

## Bid Tabulation #2

**Tabulation of Bids Received  
on February 3, 2015 at 2:30 p.m.  
Light Duty Economy Mid-Size Pickups  
Bid# 13-10-15**

| Description                | Qty | Gunn Cheverolet, Ltd.<br>Selma, TX |             | Caldwell County Chevrolet<br>Caldwell, TX |             | Caldwell County Ford<br>Caldwell, TX |             |
|----------------------------|-----|------------------------------------|-------------|---|-------------|--------------------------------------|-------------|
|                            |     | Unit Price                         | Total Price | Unit Price                                | Total Price | Unit Price                           | Total Price |
| <b>Total Base Price</b>    | 2   | \$23,882.76                        | \$47,765.52 | \$20,845.00                               | \$41,690.00 | No Bid                               |             |
| <b>Light Bar</b>           | 2   | \$2,688.00                         | \$5,376.00  | \$1,975.00                                | \$3,950.00  | No Bid                               |             |
| <b>Spray-on bed liner</b>  | 2   | included                           |             | \$475.00                                  | \$950.00    | No Bid                               |             |
| <b>Back up alarm</b>       | 2   | included                           |             | \$120.00                                  | \$240.00    | No Bid                               |             |
| <b>Total Bid Price</b>     | 2   | \$26,570.76                        | \$53,141.52 | \$23,415.00                               | \$46,830.00 | No Bid                               |             |
| Delivery within 180 days?  |     | Yes                                |             | Yes                                       |             | No Bid                               |             |
| Exceptions?                |     | No                                 |             | No  |             | No Bid                               |             |
| Local Preference?          |     | No                                 |             | No  |             | No Bid                               |             |
| Credit Check Authorization |     | Yes                                |             | Yes                                       |             | No Bid                               |             |

Chevy Colorado

Chevy Colorado Ext Cab

| Description                | Qty | Silsbee Ford<br>Silsbee, TX |             | Sam Pack Five Star Ford<br>Carrollton, TX |             | Johnson Bros Ford Lincoln<br>Temple, TX |             |
|----------------------------|-----|-----------------------------|-------------|---|-------------|---|-------------|
|                            |     | Unit Price                  | Total Price | Unit Price                                | Total Price | Unit Price                              | Total Price |
| <b>Total Base Price</b>    | 2   | No Bid                      |             | \$20,593.00                               | \$41,186.00 | No Bid                                  |             |
| <b>Light Bar</b>           | 2   | No Bid                      |             | \$1,950.00                                | \$3,900.00  | No Bid                                  |             |
| <b>Spray-on bed liner</b>  | 2   | No Bid                      |             | \$450.00                                  | \$900.00    | No Bid                                  |             |
| <b>Back up alarm</b>       | 2   | No Bid                      |             | \$125.00                                  | \$250.00    | No Bid                                  |             |
| <b>Total Bid Price</b>     | 2   | No Bid                      |             | \$23,118.00                               | \$46,236.00 | No Bid                                  |             |
| Delivery within 180 days?  |     | No Bid                      |             | Yes                                       |             | No Bid                                  |             |
| Exceptions?                |     | No Bid                      |             | Yes                                       |             | No Bid                                  |             |
| Local Preference?          |     | No Bid                      |             | No  |             | No Bid                                  |             |
| Credit Check Authorization |     | No Bid                      |             | Yes                                       |             | No Bid                                  |             |

Ford F150

Recommended for Council award

Doesn't meet fuel economy requirements

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE PURCHASE OF FIVE VEHICLES FROM VARIOUS VENDORS, IN THE AMOUNT OF \$97,791; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, on February 3, 2015, six vendors submitted pricing on two independent vehicle bids for the following vehicles:

- three five passenger mid-size sedans (Ford Fusion);
- two light duty economy mid-size pickups (Chevy Colorado);

**Whereas**, staff recommends award of the bid of three five passenger mid-size sedans (Ford Fusion) to Sam Pack Five Star Ford – no exceptions taken by Sam Pack Five Star Ford;

**Whereas**, the City has done business with Sam Pack Five Star Ford in the past and finds them to be a responsible vendor;

**Whereas**, staff recommends award of the bid of two light duty economy mid-size pickups (Chevy Colorado) from Caldwell Country Chevrolet - Caldwell Country Chevrolet took no exceptions to the specifications;

**Whereas**, the City has done business with Caldwell Country Chevrolet in the past and finds them to be a responsible vendor;

**Whereas**, each vehicle scheduled for replacement has been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department for which it is being purchased – the evaluation for these vehicles focused on fuel type.

**Whereas**, funding for the purchase of the 5 vehicles identified above was included in the Council-adopted fiscal year 2015 budget in Account No. 110-5900-521-6213, Project No. 101154, 101164 & 101138; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the purchase of the following vehicles in the combined amount of \$94,773.88:

- three (3) five passenger midsize sedans (Ford Fusion) from Sam Pack Five Star Ford of Carrollton in the amount of \$50,961.00; and
- two (2) Chevrolet Colorado from Caldwell Country Chevrolet of Caldwell in the amount of \$46,830.00.

**Part 2:** The City Council authorizes the City Manager, or his designee, to execute any documents, after approval as to form by the City Attorney, that may be necessary for these purchases.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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Consent Agenda  
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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Gary O. Smith, Chief of Police Department

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the purchase of fourteen (14) marked police vehicles from Caldwell County Ford of Caldwell and two (2) marked police vehicles from Caldwell Country Chevrolet of Caldwell in the amount of \$612,028.20.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** In accordance with the vehicle replacement schedule, ten (10) marked police vehicles are due for replacement this year. Four (4) marked units were included in the budget due to new Officer's positions in 2014 and 2015. This resolution also includes two (2) units that will replace vehicles that were wrecked. Funds will come out of the Insurance claims that have been paid to the city, and the remaining cost will be transferred out of seized funds. The Police Department seeks approval to purchase fourteen (14) 2014 Ford Explorers and two (2) 2015 Chevrolet Tahoes.

This purchase is being recommended utilizing a BuyBoard contract. All purchases made through the BuyBoard meet the Texas governmental competitive bid requirements.

**SUSTAINABILITY IMPACT:** Each vehicle scheduled for replacement has been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department is being purchased. The proposed vehicles meet the sustainability requirements of the City fleet. No OEM options exist for alternative fuel applications, post purchase conversions are possible.

**FISCAL IMPACT:** Funding in the amount of \$654,306.60 is available for the purchase of for the marked units as identified below:

| Description                               | Account           | Project # | Available<br>Funding | Recommended<br>Bid   |
|---|-------------------|-----------|----------------------|----------------------|
| 10 Marked Units                           | 110-2031-521-6213 | 101153    | \$ 405,398.30        | \$ 379,942.81        |
| 2 Marked Units for FY 14 Officers         | 110-2031-521-6213 | 101155    | 76,019.49            | 75,988.56            |
| 1 Marked Unit for FY 15 Officer           | 110-2031-521-6213 | 101156    | 40,739.81            | 37,994.28            |
| 1 Marked Unit for FY 14 SRO               | 110-2020-521-6213 | 101155    | 46,200.00            | 37,994.28            |
| 1 Marked Unit for CVE Unit (replacement)  | 110-2036-521-6213 | 101266    | 41,783.00            | 35,941.90            |
|   | 110-2035-521-6213 | 101281    | 21,250.00            | 21,250.00            |
| 1 Marked Unit for K9 Unit (replacement) * | 110-2035-521-6229 | 101281    | 22,916.00            | 22,916.36            |
| <b>Totals</b>                             |                   |           | <b>\$ 654,306.60</b> | <b>\$ 612,028.20</b> |

\* A budget adjustment is presented for Council's approval appropriating insurance proceeds and state seized funds to purchase the replacement K9 marked unit in the amount of \$44,166.36 and an additional \$820 for accessories.

**ATTACHMENTS:**

[Budget Adjustment  
Resolution](#)



**BUDGET ADJUSTMENT FORM**

Use this form to make adjustments to your budget. All adjustments must balance within a Department.  
Adjustments should be rounded to the nearest \$1.


| ACCOUNT NUMBER     | PROJECT # | ACCOUNT DESCRIPTION                   | INCREASE  | DECREASE  |
|--------------------|-----------|---------------------------------------|-----------|-----------|
| 110-2035-521-62-29 | 101281    | OCU Seized funds/State                | \$ 23,736 |           |
| 110-0000-313-03-30 |           | Reserved for Seized Funds             |           | 23,736    |
| 110-0000-461-05-54 |           | Insurance Claim from Burch's Accident | 21,250    |           |
| 110-2035-521-62-13 | 101281    | Capital Auto to replace Burch's Unit  | 21,250    |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
|                    |           |                                       |           |           |
| <b>TOTAL.....</b>  |           |                                       | \$ 66,236 | \$ 23,736 |

**EXPLANATION OF ADJUSTMENT REQUEST**- Include justification for increases AND reason why funds in decreased account are available.  
 In order to purchase a new vehicle to replace Burch's totaled marked unit, the person that totaled Burch's vehicle only had liability that covered \$25,000. Since James Construction also filed a claim with the person for damage of a light, the City would only get 85% of that. The remaining amount would be taken out of State Seized Funds.

DOES THIS REQUEST REQUIRE COUNCIL APPROVAL?       Yes       No

DATE OF COUNCIL MEETING      2/19/2015

WITH AGENDA ITEM?       Yes       No

 \_\_\_\_\_      02-11-2015       Approved  
 Department Head/Division Director      Date       Disapproved

\_\_\_\_\_      \_\_\_\_\_       Approved  
 Finance      Date       Disapproved

\_\_\_\_\_      \_\_\_\_\_       Approved  
 City Manager      Date       Disapproved

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE PURCHASE OF FOURTEEN (14) MARKED POLICE VEHICLES FROM CALDWELL COUNTRY FORD OF CALDWELL, TEXAS, AND TWO (2) MARKED POLICE VEHICLES FROM CALDWELL COUNTRY CHEVROLET OF CALDWELL, TEXAS, UTILIZING THE BUYBOARD LOCAL GOVERNMENT ONLINE PURCHASING COOPERATIVE, IN THE AMOUNT OF \$612,028.20; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, in accordance with the vehicle replacement schedule, ten (10) marked police vehicles are due for replacement this year;

**Whereas**, four (4) marked units were included in the budget due to the new police officer positions and two (2) vehicles are being purchased to replace vehicles which were wrecked in the past fiscal year;

**Whereas**, funds for these purchases will come from insurance proceeds paid to the City and the remaining costs will be transferred out of seized funds;

**Whereas**, staff recommends the purchase of the following vehicles from Caldwell Country Ford and Caldwell Country Chevrolet, both of Caldwell, Texas, utilizing the BuyBoard Local Government Online Purchasing Cooperative, in the amount of \$612,028.20:

- fourteen (14) 2014 Ford Explorers;
- two (2) 2015 Chevrolet Tahoes;

**Whereas**, all purchases made through the BuyBoard meet the Texas governmental competitive bid requirements;

**Whereas**, each vehicle scheduled for replacement has been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department is being purchased – the proposed vehicles meet the sustainability requirements of the City fleet;

**Whereas**, funds for the purchase of these vehicles is included in the following accounts:

- Ten (10) Marked Units - Account No. 110-2031-521-62-13, Project No. 101153;
- Two (2) Marked Units for FY14 Officers - Account No. 110-2031-521-62-13, Project No. 101155;
- One (1) Marked Unit for FY15 Officer – Account No. 110-2031-521-62-13, Project No. 101156;
- One (1) Marked Unit for School Resource Officer - Account No. 110-2020-521-62-13, Project No. 101155;
- One (1) Replacement Unit for wrecked commercial vehicle - Account No. 110-2036-521-62-13, Project No. 101266; and
- One (1) Replacement Unit for wrecked K9 vehicle - Account No. 110-2035-521-6213; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the purchase of the following vehicles from Caldwell Country Ford and Caldwell Country Chevrolet of Caldwell, Texas, utilizing the BuyBoard Local Government Online Purchasing Cooperative, in the amount of \$612,028.20:

- fourteen (14) 2014 Ford Explorers
- two (2) 2015 Chevrolet Tahoes

**Part 2:** The City Council authorizes the City Manager, or his designee, to execute any documents, after approval as to form by the City Attorney, that may be necessary for these purchases.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #9(J)  
Consent Agenda  
Page 1 of 1

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Belinda Mattke, Director of Purchasing  
Sam Weed, Superintendent of Fleet Services

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the rejection of the bids received for a 1-ton diesel regular cab and chassis, dual rear wheels with utility body. (Bid Tabulation #5)

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** On February 3, 2015, six (6) vendors submitted pricing on a 1-ton diesel regular cab and chassis, dual rear wheels with utility body. The bids are shown on the attached bid tabulation sheet

Staff recommends Council reject bids received for the 1-Ton Diesel Regular Cab & Chassis, Dual Rear Wheels with Utility Body (Bid Tabulation #5). It was discovered after the bids were opened that the wrong vehicle was specified. Therefore, this vehicle will be re-bid and the correct specifications will be included.

**FISCAL IMPACT:** N/A

### **ATTACHMENTS:**

[Bid Tabulation  
Resolution](#)

# Bid Tabulation #5

## Tabulation of Bids Received on February 3, 2015 at 2:30 p.m. 1-Ton Diesel Reg Cab and Chassis, Dual Rear Wheels with Utility Body Bid# 13-10-15

|  | Gunn Cheverolet, Ltd.<br>Selma, TX | Caldwell County Chevrolet<br>Caldwell, TX | Caldwell County Ford<br>Caldwell, TX |
|--|------------------------------------|---|--------------------------------------|
| <b>Description</b>                         |                                    |   |                                      |
| <b>Total Base Bid</b>                      | \$48,271.80                        | \$43,995.00                               | \$43,675.00                          |
| <b>Light Bar</b>                           | \$2,100.00                         | \$2,925.00                                | \$2,925.00                           |
| <b>Full length entry step on each side</b> | Included                           | \$530.00                                  | \$320.00                             |
| <b>Total Bid Price</b>                     | \$50,371.80                        | \$47,450.00                               | \$46,920.00                          |
| Delivery within 180 days?                  | Yes                                | Yes                                       | Yes                                  |
| Exceptions?                                | No                                 | No  | No                                   |
| Local Preference?                          | No                                 | No  | No                                   |
| Credit Check Authorization                 | Yes                                | Yes                                       | Yes                                  |
|  | Chevrolet 3500                     | Chevrolet Silverado 3500                  | Ford F350                            |

|  | Silsbee Ford<br>Silsbee, TX | Sam Pack Five Star Ford<br>Carrollton, TX | Johnson Bros Ford<br>Temple, TX              |
|--|-----------------------------|---|--|
| <b>Description</b>                         |                             |   |  |
| <b>Total Base Bid</b>                      | \$45,327.20                 | \$39,759.00                               | \$40,299.90                                  |
| <b>Light Bar</b>                           | No Bid                      | \$1,930.00                                | Option 1: \$1,928.00<br>Option 2: \$3,040.00 |
| <b>Full length entry step on each side</b> | No Bid                      | \$385.00                                  | \$225.00                                     |
| <b>Total Bid Price</b>                     | \$45,327.20                 | \$42,074.00                               | \$42,452.90                                  |
| Delivery within 180 days?                  | Yes                         | Yes                                       | Yes  |
| Exceptions?                                | No                          | No  | Yes  |
| Local Preference?                          | No                          | No  | Yes  |
| Credit Check Authorization                 | Yes                         | Yes                                       | Yes  |
|  | Ford F350                   | Ford F350                                 | Ford F350                                    |

**Recommend Rejection of all Bids  
Vehicle Needs to be a Crew Cab**

Option 1 is the light bar specified

Recommended for Council award

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, REJECTING ALL BIDS RECEIVED FOR A 1-TON DIESEL REGULAR CAB AND CHASSIS, DUAL REAR WHEELS WITH UTILITY BODY; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, on February 3, 2015, six (6) vendors submitted pricing on a 1-ton diesel regular cab and chassis, dual rear wheels with utility body;

**Whereas**, after the bids were opened staff recognized that the wrong vehicle was specified and therefore, this vehicle will be re-bid and the correct specifications will be included;

**Whereas**, staff recommends Council reject all bids received for a 1-ton diesel regular cab & chassis, dual rear wheels with utility body; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council rejects all bids received on February 3, 2015 for a 1-ton diesel regular cab and chassis, dual rear wheels with utility body.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #9(K)  
Consent Agenda  
Page 1 of 1

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Mitch Randles, Fire Chief

**ITEM DESCRIPTION:** Consider adopting a resolution to submit a grant application to the Texas Department of State Health Services for the Child Safety Seat Distribution and Education Program.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** In order to reduce the number of children injured and killed in motor-vehicle crashes and to help low-income families in Texas comply with State law requiring the use of child seats, the Texas Department of State Health Services, in cooperation with the Texas Department of Transportation offers a Safe Riders Child Safety Seat Distribution and Education Program.

The Fire Department, through the Community Education Division currently provides car seats and education to low-income families requesting assistance. In FY 2013-2014, the department purchased 52 seats to distribute. In FY 2014-2015, the department purchased 21 seats and anticipates additional requests.

If selected as a Program recipient, the department is required to schedule a minimum of 2 community classes per month, with no more than 5 families per class. Programs are required to distribute a minimum of 50 seats per 12-month cycle.

**FISCAL IMPACT:** If selected for the distribution program, the Safe Riders Child Safety Seat Distribution and Education Program will allocate and distribute safety seats to the City as well as provide staff training and educational materials. There is no City match required for participation in the program.

### **ATTACHMENTS:**

[Organization Information](#)

[Child Safety Seat Distribution and Education Program Application](#)

[Resolution](#)

## ORGANIZATION INFORMATION

|   |  |
|---|--|
| <b>1. Organization name:</b>  |  |
|   |  |
| <b>2. Primary contact person information:</b> <i>Please note that this person is expected to teach the majority of the program classes.</i> |  |
| <i>Name:</i>  |  |
| <i>Position/Title:</i>  |  |
| <i>Direct telephone number:</i>   |  |
| <i>Work email address:</i>  |  |
| <i>Length of time with organization:</i>  |  |
| <i>Bilingual? If yes, what languages?</i>   |  |
| <i>Child Passenger Safety Technician or Instructor certification number and expiration date.</i>  |  |
| <b>3. Secondary contact person information:</b> <i>This contact is also expected to teach classes regularly.</i>                            |  |
| <i>Name:</i>  |  |
| <i>Position/Title:</i>  |  |
| <i>Direct telephone number:</i>   |  |
| <i>Work email address:</i>  |  |
| <i>Length of time with organization:</i>  |  |
| <i>Bilingual? If yes, what languages?</i>   |  |
| <i>Child Passenger Safety Technician or Instructor certification number and expiration date.</i>  |  |
| <b>4. Director of organization contact information:</b>   |  |
| <i>Name:</i>  |  |
| <i>Position/Title:</i>  |  |
| <i>Direct telephone number:</i>   |  |
| <i>Work email address:</i>  |  |
| <i>Length of time with organization:</i>  |  |
| <b>6. Organization physical address (please include county):</b>  |  |
|   |  |
|   |  |
| <b>7. Organization website address:</b>   |  |
|   |  |



## CHILD SAFETY SEAT DISTRIBUTION AND EDUCATION PROGRAM APPLICATION

*Use as much space as you need to answer the questions 1- 19.*

**1.** Please explain why you think your organization would be a good fit with the Safe Riders Child Safety Seat Distribution and Education Program.

**2.** For each CPS technician on staff, please list the inspection events that they have participated in during the last six months. Please include date, time, location (ex. Wal-Mart), city, and hosting agency.

**3.** Please list the classroom teaching experience for the primary and secondary contacts. **Please give detailed information including a) class name/subject taught, b) duration class taught, and c) audience. Please note that health fairs, presentations, and other community events are not considered to be classes or examples of classroom teaching experience.**

| <i>Name</i>  | <i>Teaching Experience</i>   |
|--|--|
| <b>Primary contact</b><br><i>Example: Jane Doe</i> | <i>Taught Adult CPR once a week for four years to adults.</i><br><i>Taught 4<sup>th</sup> grade for 10 years</i><br><i>Currently teaching breastfeeding class every Tuesday to new and expectant mothers</i> |
| <b>Secondary contact</b>                           |  |

**4. The primary and secondary contacts are expected to teach the majority of the classes.** If there will be additional people conducting the classes, please list their names, titles, and teaching experience using criteria listed in question 3. All persons listed must be employees of the applying organization.

| <i>Name and title</i> | <i>Teaching experience</i> |
|-----------------------|----------------------------|
|                       |                            |
|                       |                            |
|                       |                            |
|                       |                            |

**5.** Please provide examples of periodic reporting your organization does. Please list the 1.) type of report, 2.) how often it is done, 3.) and to what organization it is submitted.

*Example: Quarterly grant report to the Texas Department of Transportation*

**6.** Please provide examples to show how the primary and secondary contacts have promoted the organizations' programs to the community.

**7.** Given the program guidelines, how many seats do you expect to distribute in a 12-month period?

**8.** Please list the job duties of the primary and secondary contact people. **Please be specific.**

*Primary contact job duties:*

*Secondary contact job duties:*

**9.** Does the primary or secondary contact person work in a hospital/clinic **and** see patients? If yes, please explain when and how often for each contact.

*Primary contact:*

*Secondary contact:*

**10.** Please outline, **in detail**, your organization's plan to provide time and resources for the primary and secondary contact people to be able to conduct the distribution program in addition to their regular job duties listed above.

**11.** Have **you or your organization** ever applied for or participated in a Safe Riders Education and Distribution Program in the past? If yes, please list years, organization name, and state whether or not all reporting and program guidelines were met.

| Year(s) of application or participation            | Organization name/Guidelines met  |
|--|---|
| <i>Example: 2007 applied<br/>2006 participated</i> | <i>City Health Dept/all program guidelines met<br/>City Health Dept/seats redistributed</i> |
|  |   |

**12.** Does your organization receive seats from any other sources? If yes, please indicate the source and current inventory of car seats.

**13.** Does your organization currently charge money or accept donations for child safety seats?

**14.** Does your organization require clients to show proof of low-income status for any services? If yes, please provide information to show that this policy will not conflict with Safe Riders' policy that clients are not required to provide proof of his or her low-income status.

**15.** What are the hours of operation? Does your organization close for any length of time (2 weeks or longer) other than normal state and federal holidays?

**16.** Do the program contacts work M-F during regular business hours (8-5)? Please list the work schedule for each person. Please state the number of hours spent working in the office and the number of hours spent working outside the office.

**17.** Do either of the contact people work at multiple sites? If yes, please list sites and hours spent at each site.

**18.** Although your organization will not be required to conduct classes in Spanish, it is expected that Spanish speakers will receive services (return phone calls, be allowed to attend classes with an English speaker). What is your plan to accommodate Spanish-speaking clients?

**19.** Do you understand that both the primary and secondary contacts are expected to teach classes regularly in order for proficiency?

**Should your program be selected:**

**1.** What is the name and address of the location where you will offer education classes to distribute the safety seats? (All classes must be conducted at this location.) Please describe the space where the classes will take place, including audio/visual equipment available and seating capacity.

**2.** Are child safety seat inspections conducted at the above address? If yes, how often and what organization(s) sponsor the event?

**3.** Will you be able to provide a referral phone number that is a direct line (answered by a person, not automated) and that has the option to accept voicemail messages? Please explain how this is already in place or how you will provide it.

## **SAFE RIDERS CHILD SAFETY SEAT DISTRIBUTION AND EDUCATION PROGRAM AGREEMENT FORM**

**TEXAS DEPARTMENT OF STATE HEALTH SERVICES  
IN COOPERATION WITH TEXAS DEPARTMENT OF TRANSPORTATION**

By signing this agreement, *<insert name of organization>*, agrees to abide by Safe Riders Child Safety Seat Distribution and Education program policies as follows, if awarded seats.

**1. REQUIRED TRAINING ATTENDANCE:** The two contact people from each local program must attend a Safe Riders distribution and education program training. A distribution training will be coordinated with organizations whose applications are accepted. Safe Riders will give an objective exam to those in attendance at the trainings covering the basic information provided during the trainings.

\_\_\_\_\_ **Initials of primary and secondary contacts and director/supervisor**

**2. ELIGIBILITY:** Seats provided to the local program by Safe Riders must be provided to low-income families at no charge. The local program may not accept fees, donations or other compensation for safety seats. Low-income status is determined by the client self-certifying that they are low-income and in need of a seat (more information about this will be provided during the Safe Riders distribution program training). At least one person in the family's household must have a working vehicle with working seat belts.

\_\_\_\_\_ **Initials**

**3. OTHER SEAT ALLOTMENTS:** Organizations that receive seats from other sources must be willing to disclose the source, the policies for distribution, and the number of seats received.

\_\_\_\_\_ **Initials**

**4. CHILD PASSENGER SAFETY (CPS) TECHNICIAN:** The local program must retain a child passenger safety technician on staff. The CPS technician must serve as the primary or secondary contact.

\_\_\_\_\_ **Initials**

**5. ASSISTANCE:** In general, the Distribution and Education Program is a one-time assistance program for low-income families. Eligible families may receive one or more child safety seats, one time.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**6. RESTRICTIONS:** Seats may not be restricted for clients of the local program only (clients should not be required to register or sign-up for other services), or for residents of specific cities, counties or zip codes only, but must be made available for any eligible family attending the required education class. Private classes (classes conducted for specific groups) are not permissible.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**7. REFERRALS:** Local programs must accept telephone referrals from Safe Riders from a telephone line with a voice mail system. Further, the voice mail recording should mention the car seat program in the outgoing message. Calls for car seat appointments are to be returned within two working days.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**8. CLASSES:** Seats must be distributed by the local program via regularly scheduled classroom education classes at the listed site only. Although optional, a seat inspection can be done by a CPST following the class. Seats awarded to the local program may not be provided at checkups or fitting stations. (Families should be encouraged to attend such events after they receive a seat, if available in the local program area.) A minimum of 2 classes per month are required to be offered to the community, with no more than 5 families per class. Programs are required to distribute a minimum of 50 seats per 12-month cycle (10 per month). More classes can be offered only if needed and the local program is able to do so. Local programs must begin offering classes within three weeks of seat delivery. (Classes may not be conducted before Safe Riders training.)

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**9. CURRICULUM:** Local programs must use the Safe Riders program curriculum when conducting education classes. Programs may supplement the curriculum but must submit a copy of the supplemented curriculum to Safe Riders prior to use. Curriculum content should be able to be covered in a one-hour class.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**10. LIABILITY:** A client release of liability form (bilingual – supplied by Safe Riders) must be signed by each client receiving a seat. A copy should be offered to the client and the original should be retained by the local program. Parents receiving education only must sign in on the “Education Only” roster provided by Safe Riders. The local program must retain the rosters for at least 5 years.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**11. AVAILABILITY:** Classes must be offered on a year-round basis, based on the availability of seats and the demand for education. Persons not in need of a seat are welcome to attend a class. Local programs are encouraged to continue offering education classes after they run out of seats.

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ **Initials**

**12. DELIVERY:** Safety seats and drop-off delivery of the seats will be provided at no cost to the local program. However, inside delivery is not included. If the local program needs seats delivered, for instance, to an upstairs location, the local program must make arrangements for this. If the delivery company is requested to provide an inside delivery, they will charge a fee to the local program. The local program must notify Safe Riders of any change in their delivery address immediately. Failure to immediately report such a change will result in a re-distribution fee being charged to the local program and/or the awarded allotment of seats will be lost.

\_\_\_\_\_ **Initials**

**13. MONTHLY REPORTS:** The local program must document client name, class date, and type of seat provided for each seat distributed. Programs are also required to document any person that attends class for education purposes only. This list must be provided via email to Safe Riders by the 1<sup>st</sup> Monday of every month. A form (recipient list) for this will be provided by Safe Riders. The recipient list form should also include the total number of seats distributed for the month and the total number of seats remaining in inventory. The local program must call Safe Riders when they have distributed all their seats and subsequently submit a final recipient list at that time.

\_\_\_\_\_ **Initials**

**14. DISTRIBUTION SITE:** This application is for one distribution site. Seats provided may not be given or shared with other organizations, locations, sites, sister clinics, etc. All classes must be conducted at one location.

\_\_\_\_\_ **Initials**

**15. PROMOTION:** Local programs must use the Safe Riders logo and promotional materials according to guidelines provided at distribution training. Programs must submit all promotional and media-related materials to Safe Riders for approval before disseminating to the general public.

\_\_\_\_\_ **Initials**

**16. CONTACT INFORMATION:** The local program must contact Safe Riders as soon as possible if its contact information changes or if the local program becomes unable to adhere to Safe Riders distribution policies.

\_\_\_\_\_ **Initials**

**17. MONITORING:** Safe Riders may monitor distribution classes conducted by the local program.

\_\_\_\_\_ **Initials**

**18. RE-DISTRIBUTION:** Safe Riders reserves the right to re-distribute seats awarded to local programs that do not adhere to or are no longer able to comply with all Safe Riders distribution and education program policies, as outlined in this agreement form. The local program agrees that they will be responsible for the shipping fees of the car seats should their allotment be re-distributed.

\_\_\_\_\_ **Initials**

**19. SPANISH-SPEAKING CLIENTS:** Local program will accept and/or return calls from Spanish-speaking clients within 2 business days. It is preferred to offer some classes in Spanish, if possible. Otherwise, Spanish-speaking clients should be informed that they will be accommodated in regularly scheduled classes if they bring an English-speaking person to translate for them.

\_\_\_\_\_ **Initials**

**20. PROGRAM RULES AND GUIDELINES:** Safe Riders reserves the right to enact new program rules or guidelines or to alter or abolish existing guidelines as it sees fit. If the local program is unable or unwilling to abide by the updated guidelines they will notify Safe Riders immediately.

\_\_\_\_\_ **Initials**

**SAFE RIDERS CHILD SAFETY SEAT DISTRIBUTION AND EDUCATION  
PROGRAM AGREEMENT FORM  
SIGNATURE PAGE**

*By signing this agreement, you agree to abide by Safe Riders Child Safety Seat Distribution and Education program policies above, if awarded seats. You also acknowledge that failure to comply with any of these polices may have a negative impact on future distribution program applications.*

|  |
|--|
| <b>Primary Contact Person Name:</b>                        |
| Signature:   |
| Date:  |
|  |
| <b>Secondary Contact Person Name:</b>                      |
| Signature:   |
| Date:  |
|  |
| <b>Organization Director/Board Member/Supervisor Name:</b> |
| Signature:   |
| Date:  |



**If submitting application by email and using electronic signatures, please Cc all contacts upon submission.**

**Please return pages 8-18 only, via email or tracked mail system by March 6, 2015 to:**

*Email:*

[april.ramos@dshs.state.tx.us](mailto:april.ramos@dshs.state.tx.us)

*For U.S. mail:*

April Ramos, Distribution Coordinator  
G407 Safe Riders, Health Promotion Unit MC 1923  
Department of State Health Services  
P.O. Box 149347  
Austin, TX 78714-9347

*For special mailings, i.e. Federal Express, UPS, DHL, use:*

April Ramos, Distribution Coordinator  
G407 Safe Riders, Health Promotion Unit MC 1923  
Department of State Health Services  
1100 West 49th Street  
Austin, TX 78756-3119  
800-252-8255

**Please do not fax, or hand-deliver applications – thank you!**

**Safe Riders will notify all three contact people of application status, via email, within 6 weeks of application delivery.**

## **Safe Riders Child Safety Seat Distribution and Education Program Application Packet Checklist**

- All three contact people read the application packet.
- All three contact people have signed and initialed the agreement form.
- All application questions have been answered completely; no blank questions (failure to answer questions completely or leave questions blank will result in a lower total application score).
- Organization name has been inserted into the agreement form where appropriate.
- Each contact person has a copy of the application packet for his or her records.
- Pages 8-18 have been sent via tracked mail system to Safe Riders before the deadline.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES TO PARTICIPATE IN THE CHILD SAFE RIDERS CHILD SAFETY SEAT DISTRIBUTION AND EDUCATION PROGRAM; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, in order to reduce the number of children injured and killed in motor-vehicle crashes and to help low-income families in Texas comply with State law requiring the use of child safety seats, the Texas Department of State Health Services, in cooperation with the Texas Department of Transportation offers a Safe Riders Child Safety Seat Distribution and Education Program;

**Whereas**, Temple Fire Department, through the Community Education Division, currently provides child safety seats and education to low-income families requesting assistance;

**Whereas**, 51 child safety seats were purchased to distribute in fiscal year 2013-2014 and in fiscal year 2014-2015, 21 seats were purchased to distribute with additional requests anticipated;

**Whereas**, if selected for the distribution program, the Safe Riders Child Safety Seat Distribution and Education Program will allocate and distribute safety seats to the City as well as provide staff training and educational materials - there is no City match required for participation in the program; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize and support this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes submission of an application to the Texas Department of State Health Services to participate in the Safe Riders Child Safety Seat Distribution and Education Program.

**Part 2:** The City Manager, or his designee, is authorized to execute any documents which may be necessary to apply for this grant, and accepts any funds that may be received for this grant, after approval as to form by the City Attorney.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2014.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(L)  
Consent Agenda  
Page 1 of 2

**DEPT./DIVISION SUBMISSION & REVIEW:**

Mitch Randles, Fire Chief  
Ashley Williams, Sustainability and Grants Manager

**ITEM DESCRIPTION:** Consider adopting a resolution ratifying the application for program funding from State Farm Insurance Companies for traffic safety, focused on a Teen Impaired Driver Simulator Program, in the amount of \$20,000.

**STAFF RECOMMENDATION:** Adopt Resolution as presented in item description.

**ITEM SUMMARY:** In October 2014, Temple Fire & Rescue submitted a application to State Farm Insurance Companies, requesting \$20,000 in funding for a Teen Impaired Driver Simulator Program.

By learning the importance of safe driving habits through the Teen Impaired Driver Simulator Program, a teen driver or passenger will be reminded not to be under the influence of any substance when they are in a vehicle. The activities of the program involve the teen driver safely drive a pedal kart or roadster in a simulated course in complete control while “sober”, then “impaired” while wearing impairment goggles.

Funding will purchase four Pedal Karts and two Pedal Roadsters with traffic cones and impairment goggles, shipping, an enclosed trailer for transport, graphics, and reminder keepsakes to hand-out at events. The budget is as follows:

| Activity   | Funding Amount  |
|--|-----------------|
| Four Pedal Karts and two Pedal Roadsters with traffic cones and impairment goggles | \$11,780        |
| Shipping   | \$1,150         |
| Enclosed Trailer to transport Pedal Karts and Roadsters                            | \$5,600         |
| Graphics for Trailer   | \$735           |
| Program Materials  | \$735           |
| <b>TOTAL</b>   | <b>\$20,000</b> |

**FISCAL IMPACT:** The City has been awarded \$20,000 in program funding with no matching funds required. A budget adjustment is being presented for Council's approval appropriating the funds for traffic safety, focused on a Teen Impaired Driver Simulator Program to purchase the items described above.

**ATTACHMENTS:**  
[Budget Adjustment  
Resolution](#)

### BUDGET ADJUSTMENT FORM

Use this form to make adjustments to your budget. All adjustments must balance within a Department.

**Adjustments should be rounded to the nearest \$1.**

|                    |           | +                             | -         |          |
|--------------------|-----------|-------------------------------|-----------|----------|
| ACCOUNT NUMBER     | PROJECT # | ACCOUNT DESCRIPTION           | INCREASE  | DECREASE |
| 110-2221-522-22-20 |           | Machinery & Equipment         | \$ 12,930 |          |
| 110-2221-522-62-11 | 101282    | Instruments Special Equipment | 6,335     |          |
| 110-2221-522-21-20 |           | Education/Recreation          | 735       |          |
| 110-0000-442-16-29 |           | Fire Donations/Gifts          | 20,000    |          |
|                    |           |                               |           |          |
|                    |           |                               |           |          |
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|                    |           |                               |           |          |
|                    |           |                               |           |          |
|                    |           |                               |           |          |
| <b>TOTAL.....</b>  |           |                               | \$ 40,000 | \$ -     |

**EXPLANATION OF ADJUSTMENT REQUEST-** Include justification for increases AND reason why funds in decreased account are available.

To appropriate funds received from State Farm Insurance Companies for traffic safety, focused on a Teen Impaired Driver Simulator Program. Funds will be used to purchase four Pedal Karts and two Pedal Roadsters, enclosed trailer and other program materials.

DOES THIS REQUEST REQUIRE COUNCIL APPROVAL?       Yes       No

DATE OF COUNCIL MEETING      2/19/2015

WITH AGENDA ITEM?       Yes       No

|                                   |      |   |
|-----------------------------------|------|---|
| Department Head/Division Director | Date | <input type="checkbox"/> Approved<br><input type="checkbox"/> Disapproved |
| Finance                           | Date | <input type="checkbox"/> Approved<br><input type="checkbox"/> Disapproved |
| City Manager                      | Date | <input type="checkbox"/> Approved<br><input type="checkbox"/> Disapproved |

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, RATIFYING THE APPLICATION FOR PROGRAM FUNDING FROM STATE FARM INSURANCE COMPANIES FOR A TEEN IMPAIRED DRIVING SIMULATOR PROGRAM, IN THE AMOUNT OF \$20,000; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, in October 2014, Temple Fire & Rescue submitted an application to State Farm Insurance Companies requesting \$20,000 in funding for a Teen Impaired Driving Simulator Program;

**Whereas**, by learning the importance of safe driving habits through the Teen Impaired Driver Simulator Program, a teen driver or passenger will be reminded not to be under the influence of any substance when they are in a vehicle;

**Whereas**, the activities of the program involve the teen driver safely driving a pedal kart or roadster in a simulated course in complete control while “sober”, then “impaired” while wearing impairment goggles;

**Whereas**, grant funds will purchase four pedal karts and two pedal roadsters with traffic cones and impairment goggles, shipping, an enclosed trailer for transport, graphics, and reminder keepsakes to hand-out at events;

**Whereas**, the City has been awarded \$20,000 in program funding with no matching funds required - a budget amendment needs to be approved to appropriate these funds for traffic safety, focused on a Teen Impaired Driver Simulator Program to purchase the items described above; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the ratification of an application for program funding from State Farm Insurance Companies in the amount of \$20,000 for a Teen Impaired Driver Simulator Program.

**Part 2:** The City Manager, or his designee, is authorized to execute any documents which may be necessary to ratify this grant, and accepts any funds that may be received for this grant, after approval as to form by the City Attorney.

**Part 3:** The City Council authorizes an amendment to the fiscal year 2014-2015 budget, substantially in the form of the copy attached hereto as Exhibit ‘A.’



**Part 4:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(M)  
Consent Agenda  
Page 1 of 1

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Gary O. Smith, Chief of Police

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the City Manager to submit an application and accept funding through a Victims of Crime Assistance (VOCA) Grant through the Criminal Justice Division (CJD) of the Governor's Office in the amount of \$20,025.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** The Central Texas Council of Governments' (CTCOG) Criminal Justice Advisory Committee (CJAC) will review the grant application and make their recommendations to the CJD. The grant would provide funding for the Police Department's Crisis Assistance Program. The purpose of the program is to utilize and expand services for crime victims, crisis services, peer support services, professional therapy and counseling, protective order assistance and public education presentations through a 24/7 volunteer program.

The grant-funded projects must begin on or after September 1, 2015, and expire on or before August 31, 2016. If funding is available, we can reapply each year. We would ask for services of a Licensed Professional Counselor (\$15,000), 2 office chairs (\$400), general supplies (\$2,525), training materials for Volunteers (\$600) and travel & training (\$1,500).

**FISCAL IMPACT:** If awarded the grant, the City would receive \$20,025. There is a match of 20% required that can be fulfilled through in-kind contributions and donations. The City's required match of \$4,005 would be met through the use of in-kind volunteer hours from criminal justice students of Texas A&M, Central Texas and Temple College.

### **ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION AND ACCEPT FUNDS FOR A VICTIMS OF CRIME ASSISTANCE GRANT THROUGH THE CRIMINAL JUSTICE DIVISION OF THE GOVERNOR'S OFFICE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, the Crisis Assistance Program provides services to victims and survivors of crime through intervention, counseling, advocacy, education and information and referral 24/7 to meet the needs of victims and survivors as well as law enforcement by freeing them up to attend to other calls;

**Whereas**, this program utilizes and expands services for crime victims, crisis services, peer support services, professional therapy, counseling, protective order assistance and public education presentations through a 24/7 volunteer program;

**Whereas**, the Central Texas Council of Governments' (CTCOG) Criminal Justice Advisory Committee (CJAC) will review the grant application and make their recommendations to the Criminal Justice Division of the Governor's Office;

**Whereas**, grant-funded projects must begin on or after September 1, 2015, and expire on or before August 31, 2016 – if funding is available, the City can reapply each year;

**Whereas**, the funds awarded would be used to provide the services of a Licensed Professional Counselor, the purchase of two office chairs, general supplies, training materials for volunteers and travel and training;

**Whereas**, if awarded this grant, the City would receive certain funds requiring a 20% City match which would be met through the use of in-kind contributions and donations - the City's required match of \$4,005 would be met through the use of in-kind volunteer hours from criminal justice students of Texas A&M, Central Texas and Temple College; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

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

**Part 1:** The City Manager, or his designee, is authorized to submit an application and accept any and all funds for a Victims of Crime Assistance (VOCA) Grant through the Criminal Justice Division (CJD) of the Governor's Office. Upon award of this grant, the City will receive certain funds requiring a 20% City match which will be met through the use of in-kind volunteer hours – the funds awarded will be used to provide the services of a Licensed Professional Counselor, the purchase of two (2) office chairs, general supplies, training materials for volunteers and travel and training.

**Part 2:** The City Manager is authorized to execute any documents which may be necessary for this purpose, after approval as to form by the City Attorney.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(N)  
Consent Agenda  
Page 1 of 1

**DEPT./DIVISION SUBMISSION & REVIEW:**

Mitch Randles, Fire Chief  
Ashley Williams, General Services Manager

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the submission of a grant application for the Texas A&M Forest Services TIFMAS Grant Assistance Program, for training tuition, in the amount of \$6,450.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** Texas A&M Forest Services provides financial assistance to departments across the state, assisting in tuition for firefighters to attend initial and recurrent training. Eligible applicants include career fire departments that have no volunteer members and that are staffed with paid employees only. The reimbursement rate is 100% of the actual cost of tuition, not to exceed \$122 per day up to a maximum of \$610 per trainee. The maximum grant assistance per school per department is \$6,100. The annual maximum for all training tuition assistance per department is \$12,000.

The application is on a first-come, first-served basis. The grant solicitation has been open since October 1, 2014. The total amount of funds available is \$800,000.

Temple Fire & Rescue is requesting funding for two training courses, for 10 trainees at each course. The total costs for both courses is \$6,450.

Staff also asks that Council authorize the City Manager to execute necessary documents associated with the TIFMAS grant program, upon receiving a grant award.

**FISCAL IMPACT:** If awarded the grant, the City would receive \$6,450 in grant funds. The TIFMAS program is a 100% reimbursement program with no City match required.

**ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE TEXAS A&M FOREST SERVICES TIFMAS GRANT ASSISTANCE PROGRAM FOR TRAINING TUITION IN THE AMOUNT OF \$6,450; AND PROVIDING AN OPEN MEETINGS CLAUSE.

---

**Whereas,** Texas A&M Forest Services provides financial assistance to departments across the state, assisting in tuition for firefighters to attend initial and recurrent training - eligible applicants include career fire departments that have no volunteer members and that are staffed with paid employees only;

**Whereas,** the reimbursement rate is 100% of the actual cost of tuition and the application is on a first-come, first-served basis - grant solicitation has been open since October 1, 2014;

**Whereas,** staff and Temple Fire & Rescue recommend submission of a grant application to the Texas A&M Forest Services TIFMAS Grant Assistance Program to request funding for two training courses, for 10 trainees at each course;

**Whereas,** if awarded the grant, the City would receive \$6,450 in grant funds - the TIFMAS program is a 100% reimbursement program with no City match required; and

**Whereas,** the City Council has considered the matter and deems it in the public interest to authorize and support this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes submission of a grant application to the Texas A&M Forest Services TIFMAS Grant Assistance Program for training tuition in the amount of \$6,450.

**Part 2:** The City Manager, or his designee, is authorized to execute any documents, after approval as to form by the City Attorney, which may be necessary to apply for this grant, and accept any funds that may be received for this grant.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of February, 2014.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #9(O)  
Consent Agenda  
Page 1 of 1

**DEPT./DIVISION SUBMISSION & REVIEW:**

Traci Barnard, Director of Finance

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing budget amendments for fiscal year 2014-2015.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** This item is to recommend various budget amendments, based on the adopted FY 2014-2015 budget. The amendments will involve transfers of funds between contingency accounts, department and fund levels.

**FISCAL IMPACT:** The total amount of budget amendments is \$820,847.

**ATTACHMENTS:**

[Budget Amendments  
Resolution](#)



**CITY OF TEMPLE  
BUDGET AMENDMENTS FOR FY 2015 BUDGET  
February 19, 2015**

| ACCOUNT #   | PROJECT #     | DESCRIPTION   | APPROPRIATIONS    |                   |
|---|---------------|---|-------------------|-------------------|
|   |               |   | Debit             | Credit            |
| 110-4000-555-2128   |               | Supplies / Postage                                  | \$ 7,992          |                   |
| 110-0000-431-0163   |               | Federal Grants / Federal Grants                     |                   | \$ 7,992          |
| To appropriate grant revenue and expenditure related to a grant the City has received from the Texas State Library and Archives Commission through the Inter-Library Loan Program.  |               |   |                   |                   |
| <b>561-5000-535-6532</b>  |               | <b>Capital Projects / Contingency Fund</b>          | <b>\$ 201,300</b> |                   |
| 561-5200-535-6946   | <b>100987</b> | Capital Bonds / IH 35 Valve Improvements            |                   | \$ 200,000        |
| 561-5100-535-6906   | <b>100679</b> | Capital Bonds / WTP Generator                       |                   | \$ 1,300          |
| To reallocate completed project balances to contingency account.  |               |   |                   |                   |
| 110-0000-461-0830   |               | Developer Fees                                      | \$ 7,568          |                   |
| 110-3500-552-6332   | 101099        | Park Fee Expenditures - South Temple                |                   | \$ 7,568          |
| To un-appropriate funds remaining after the park improvements have been completed at South Temple Park. Park developer fees were used for the original appropriation.   |               |   |                   |                   |
| 520-5900-535-6522   | <b>101198</b> | WTP - Airport & Range Rd Tank Rehab                 | \$ 15,000         |                   |
| 520-0000-373-0411   |               | Water & Sewer / Unreserved Retained Earnings        |                   | \$ 15,000         |
| To allocate funds for the installation and removal of the wireless communication equipment for the Airport and Range Road tanks.  |               |   |                   |                   |
| 110-4000-555-2225   |               | Capital < \$5,000 / Books & Periodicals             | \$ 43             |                   |
| 110-0000-461-0841   |               | Other / Donations/Gifts                             |                   | \$ 43             |
| To appropriate donations received and expenditures for book purchases.  |               |   |                   |                   |
| 110-4000-555-2515   |               | Other Services / Dues & Subscriptions               | \$ 750            |                   |
| 110-4000-555-2522   |               | Other Services / Micro Film/Audio Visual            |                   | \$ 600            |
| 110-0000-461-0841   |               | Other / Donations/Gifts                             |                   | \$ 150            |
| To appropriate donations received and expenditures for subscription dues for Foundation Center. Since donations received are currently less than anticipated, additional funds are being reallocated from budgeted funds in Micro Film/Audio Visual expenditures. |               |   |                   |                   |
| 261-3400-531-2588   | <b>100681</b> | NW Loop 363-FM 2305 / W Adams                       | \$ 588,194        |                   |
| 261-0000-358-1110   |               | Undesignated Fund Balance / Unreserved Fund Balance |                   | \$ 588,194        |
| To appropriate the refund received from Oncor Electric Delivery and reallocate the funds to the NW Loop 363 project account for future expenditures. The actual cost of utility relocation was substantially lower than originally estimated by Oncor.            |               |   |                   |                   |
| <b>TOTAL AMENDMENTS</b>   |               |   | <b>\$ 820,847</b> | <b>\$ 820,847</b> |

**CITY OF TEMPLE**  
**BUDGET AMENDMENTS FOR FY 2015 BUDGET**  
February 19, 2015

| ACCOUNT #                     | PROJECT # | DESCRIPTION   | APPROPRIATIONS |                |
|-------------------------------|-----------|---|----------------|----------------|
|                               |           |   | Debit          | Credit         |
| <b>GENERAL FUND</b>           |           |   |                |                |
|                               |           | Beginning <b>Contingency</b> Balance                              | \$             | -              |
|                               |           | Added to Contingency Sweep Account                                |                | -              |
|                               |           | Carry forward from Prior Year                                     |                | -              |
|                               |           | Taken From Contingency  |                | -              |
|                               |           | Net Balance of Contingency Account                                | \$             | -              |
|                               |           | Beginning <b>Judgments &amp; Damages</b> Contingency              | \$             | 40,070         |
|                               |           | Added to Contingency Judgments & Damages from Council Contingency |                | -              |
|                               |           | Taken From Judgments & Damages                                    |                | -              |
|                               |           | Net Balance of Judgments & Damages Contingency Account            | \$             | 40,070         |
|                               |           | Beginning <b>Compensation</b> Contingency                         | \$             | 988,000        |
|                               |           | Added to Compensation Contingency                                 |                | -              |
|                               |           | Taken From Compensation Contingency                               |                | (516,339)      |
|                               |           | Net Balance of Compensation Contingency Account                   | \$             | 471,661        |
|                               |           | <b>Net Balance Council Contingency</b>                            | <b>\$</b>      | <b>511,731</b> |
|                               |           | Beginning Balance <b>Budget Sweep</b> Contingency                 | \$             | -              |
|                               |           | Added to Budget Sweep Contingency                                 |                | -              |
|                               |           | Taken From Budget Sweep   |                | -              |
|                               |           | Net Balance of Budget Sweep Contingency Account                   | \$             | -              |
| <b>WATER &amp; SEWER FUND</b> |           |   |                |                |
|                               |           | Beginning <b>Contingency</b> Balance                              | \$             | 50,000         |
|                               |           | Added to Contingency Sweep Account                                |                | -              |
|                               |           | Taken From Contingency  |                | (21,098)       |
|                               |           | Net Balance of Contingency Account                                | \$             | 28,902         |
|                               |           | Beginning <b>Compensation</b> Contingency                         | \$             | 168,000        |
|                               |           | Added to Compensation Contingency                                 |                | -              |
|                               |           | Taken From Compensation Contingency                               |                | (73,119)       |
|                               |           | Net Balance of Compensation Contingency Account                   | \$             | 94,881         |
|                               |           | <b>Net Balance Water &amp; Sewer Fund Contingency</b>             | <b>\$</b>      | <b>123,783</b> |
| <b>HOTEL/MOTEL TAX FUND</b>   |           |   |                |                |
|                               |           | Beginning <b>Contingency</b> Balance                              | \$             | 27,903         |
|                               |           | Added to Contingency Sweep Account                                |                | -              |
|                               |           | Carry forward from Prior Year                                     |                | -              |
|                               |           | Taken From Contingency  |                | (21,158)       |
|                               |           | Net Balance of Contingency Account                                | \$             | 6,745          |
|                               |           | Beginning <b>Compensation</b> Contingency                         | \$             | 36,000         |
|                               |           | Added to Compensation Contingency                                 |                | -              |
|                               |           | Taken From Compensation Contingency                               |                | (9,550)        |
|                               |           | Net Balance of Compensation Contingency Account                   | \$             | 26,450         |
|                               |           | <b>Net Balance Hotel/Motel Tax Fund Contingency</b>               | <b>\$</b>      | <b>33,195</b>  |
| <b>DRAINAGE FUND</b>          |           |   |                |                |
|                               |           | Beginning <b>Contingency</b> Balance                              | \$             | -              |
|                               |           | Added to Contingency Sweep Account                                |                | -              |
|                               |           | Carry forward from Prior Year                                     |                | -              |
|                               |           | Taken From Contingency  |                | -              |
|                               |           | Net Balance of Contingency Account                                | \$             | -              |
|                               |           | Beginning <b>Compensation</b> Contingency                         | \$             | 26,000         |
|                               |           | Added to Compensation Contingency                                 |                | -              |
|                               |           | Taken From Compensation Contingency                               |                | (11,266)       |
|                               |           | Net Balance of Compensation Contingency Account                   | \$             | 14,734         |
|                               |           | <b>Net Balance Drainage Fund Contingency</b>                      | <b>\$</b>      | <b>14,734</b>  |

CITY OF TEMPLE  
 BUDGET AMENDMENTS FOR FY 2015 BUDGET  
 February 19, 2015

| ACCOUNT # | PROJECT # | DESCRIPTION                          | APPROPRIATIONS |                  |
|-----------|-----------|--------------------------------------|----------------|------------------|
|           |           |                                      | Debit          | Credit           |
|           |           | <b>FED/STATE GRANT FUND</b>          |                |                  |
|           |           | Beginning <b>Contingency</b> Balance |                | \$ -             |
|           |           | Carry forward from Prior Year        |                | 89,040           |
|           |           | Added to Contingency Sweep Account   |                | -                |
|           |           | Taken From Contingency               |                | (74,763)         |
|           |           | Net Balance of Contingency Account   |                | <b>\$ 14,277</b> |

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, APPROVING BUDGET AMENDMENTS TO THE 2014-2015 CITY BUDGET; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, on the 28<sup>th</sup> day of August, 2014, the City Council approved a budget for the 2014-2015 fiscal year; and

**Whereas**, the City Council deems it in the public interest to make certain amendments to the 2014-2015 City Budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council approves amending the 2014-2015 City Budget by adopting the budget amendments which are more fully described in Exhibit 'A,' attached hereto and made a part hereof for all purposes.

**Part 2:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #10  
Regular Agenda  
Page 1 of 3

**DEPT./DIVISION SUBMISSION & REVIEW:**

Belinda Mattke, Director of Purchasing  
Sam Weed, Superintendent of Fleet Services

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing the purchase of the following vehicles in the amount of \$94,773.88:

- (A) One (1) ½-ton crew cab pickup (Ford F150) from Silsbee Ford of Silsbee in the amount of \$24,553.88 (Bid Tabulation #3);
- (B) One (1) ¾-ton light duty extended cab pickup/bed delete with utility body (Ford F250) from Caldwell Country Ford of Caldwell in the amount of \$34,945.00 (Bid Tabulation #4);and
- (C) One (1) 1-ton regular cab and chassis dual rear wheels with utility body (F-350) from Sam Pack Five Star Ford of Carrollton in the amount of \$35,275.00 (Bid Tabulation #6).

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description or consider local preference options as noted below.

**ITEM SUMMARY:** On February 3, 2015, Six (6) vendors submitted pricing on four (4) independent vehicle bids.

Per the City's Local Preference Policy, for non-construction expenditures less than \$500,000, if the City receives a competitive sealed bid from a bidder whose principal place of business is within the City limits and whose bid is within five percent of the lowest bid price, the Council has the option to consider awarding the purchase to the local bidder if the Council determines that the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the contract award.

Staff recommends award of the following bid to **Silsbee Ford**. Exceptions taken by Silsbee Ford were routine in nature and did not impact the overall quality of the vehicles; accordingly, staff is willing to accept their exceptions. The City has done business with Silsbee Ford in the past and finds them to be a responsible vendor.

**Bid Tabulation #3- 1/2-Ton Crew Cab Pickup (Ford F150):**

| Bid Tab #   | Description                    | Qty | Account           | Project # | Budget              | Recommended Bid    |
|---|--------------------------------|-----|-------------------|-----------|---------------------|--------------------|
| 3   | Police (replaces asset #12334) | 1   | 110-5900-521-6213 | 101158    | \$ 27,500.00        | \$24,553.88        |
| <b>Subtotal for one (1) 1/2-Ton Crew Cab Pickup</b> |                                |     |                   |           | <b>\$ 27,500.00</b> | <b>\$24,553.88</b> |

*In accordance with the City's adopted Local Preference Policy, Council does have the option to award the 1/2-Ton Crew Cab Pickup to Johnson Brothers Ford Lincoln in the amount of \$25,627.88, versus the low bid of \$24,553.88 from Silsbee Ford, a \$1,074.00 spread. Johnson Brother's bid is 4.4% higher than Silsbee Ford's low bid.*

\*\*\*\*\*  
 Staff recommends award of the following bid to **Caldwell Country Ford**. Caldwell Country Ford took no exceptions to the specifications. The City has done business with Caldwell Country Ford in the past and finds them to be a responsible vendor.

**Bid Tabulation #4- 3/4-Ton Extended Cab Pickup/Bed Delete with Utility Body (Ford F250):**

| Bid Tab #  | Description                               | Qty | Account           | Project # | Budget              | Recommended Bid    |
|--|---|-----|-------------------|-----------|---------------------|--------------------|
| 4  | Parks Department (replaces Asset # 11611) | 1   | 110-5935-552-6213 | 101151    | \$ 30,000.00        | \$34,945.00        |
| <b>Subtotal for one (1) 3/4-ton extended cab pickup/bed delete with utility body</b> |   |     |                   |           | <b>\$ 30,000.00</b> | <b>\$34,945.00</b> |

*In accordance with the City's adopted Local Preference Policy, Council does have the option to award the 3/4-Ton Extended Cab Pickup/Bed Delete with Utility Body to Johnson Brothers Ford Lincoln in the amount of \$35,377.02, versus the low bid of \$34,945.00 from Caldwell Country Ford, a \$432.02 spread. Johnson Brother's bid is 1.2% higher than Caldwell Country Ford's low bid.*

\*\*\*\*\*  
 Staff recommends award of the following bid to **Sam Pack Five Star Ford**. Sam Pack Five Star Ford took no exceptions to the specifications. The City has done business with Sam Pack Five Star Ford in the past and finds them to be a responsible vendor.

**Bid Tabulation #6- 1-Ton Regular Cab & Chassis, Dual Rear Wheels with Utility Body (Ford F350):**

| Bid Tab #  | Description                                    | Qty | Account           | Project # | Budget              | Recommended Bid    |
|--|--|-----|-------------------|-----------|---------------------|--------------------|
| 6  | Water Treatment Plant (replaces Asset # 11148) | 1   | 520-5110-535-6310 | 101223    | \$ 30,000           | \$35,275.00        |
| <b>Subtotal for one (1) 3/4-ton extended cab pickup/bed delete with utility body</b> |  |     |                   |           | <b>\$ 30,000.00</b> | <b>\$35,275.00</b> |

*In accordance with the City's adopted Local Preference Policy, Council does have the option to award the 1-Ton Regular Cab & Chassis, Dual Rear Wheels with Utility Body to Johnson Brothers Ford Lincoln in the amount of \$35,654.46 versus the low bid of \$35,275.00 from Sam Pack Five Star Ford, a \$379.46 spread. Johnson Brother's bid is 1.1% higher than Sam Pack Five Star Ford's low bid.*

\*\*\*\*\*

**SUSTAINABILITY IMPACT:** The vehicle scheduled for replacement has been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department is being purchased. The evaluation for the vehicle was focused on right-sizing the vehicle and fuel options. The vehicle provided has been right-sized for the intended use, has a high MPG and is not offered with an alternative fuel option.

**FISCAL IMPACT:** Total funding needed for the recommended purchases is \$94,773.88. Funding for the purchase of the 3 vehicles identified above were included in the Council-adopted FY 2015 budget and total funding is as shown below.

| Description  | Project # | Account           | Funding  |
|--|-----------|-------------------|----------|
| Police: Purchase 3-1/2 Ton Crew Cab Pickup Ford F150 ( replaces asset #12334)  | 101158    | 110-5900-521-6213 | \$27,500 |
| Parks: Purchase 4-3/4 Ton Extended Cab Pickup Ford F250 (replaces asset #11611)  | 101151    | 110-5935-552-6213 | \$34,945 |
| Water Treatment Plant: Purchase <u>1-Ton Regular Cab &amp; Chassis, Dual Rear Wheels with Utility Body Ford F350 (replaces asset #11148)</u> | 101223    | 520-5110-535-6213 | \$35,275 |
| Total  |           |                   | \$97,720 |

**ATTACHMENTS:**

- [Bid Tabulation\(3\)](#)
- [Bid Tabulation\(4\)](#)
- [Bid Tabulation\(6\)](#)
- [Resolution](#)

# Bid Tabulation #3

## Tabulation of Bids Received on February 3, 2015 at 2:30 p.m. ½-Ton Crew Cab Pickup Bid# 13-10-15

|                            | Gunn Chevrolet, Ltd.<br>Selma, TX | Caldwell County Chevrolet<br>Caldwell, TX | Caldwell County Ford<br>Caldwell, TX |
|----------------------------|-----------------------------------|---|--------------------------------------|
| <b>Description</b>         |                                   |   |                                      |
| <b>Total Bid Price</b>     | \$28,829.01                       | \$25,985.00                               | \$27,645.00                          |
| Delivery within 180 days?  | Yes                               | Yes                                       | Yes                                  |
| Exceptions?                | Yes-wheelbase                     | No  | No                                   |
| Local Preference?          | No                                | No  | No                                   |
| Credit Check Authorization | Yes                               | Yes                                       | Yes                                  |

Chevy Silverado 1500

Chevy Silverado 1500

Ford F150

|                            | Silsbee Ford<br>Silsbee, TX | Sam Pack Five Star Ford<br>Carrollton, TX | Johnson Bros Ford<br>Temple, TX |
|----------------------------|-----------------------------|---|---------------------------------|
| <b>Description</b>         |                             |   |                                 |
| <b>Total Bid Price</b>     | \$24,553.88                 | \$25,429.00                               | \$25,627.88                     |
| Delivery within 180 days?  | Yes                         | Yes                                       | Yes                             |
| Exceptions?                | Yes -wheelbase              | No  | Yes -various                    |
| Local Preference?          | No                          | No  | Yes                             |
| Credit Check Authorization | Yes                         | Yes                                       | Yes                             |

Ford F150

Ford F150

Ford F-150

Recommended for Council award



# Bid Tabulation #4

## Tabulation of Bids Received on February 3, 2015 at 2:30 p.m. 3/4-Ton Extended Cab Pickup / Bed Delete with Utility Body Bid# 13-10-15

|                            | Gunn Chevrolet, Ltd.<br>Selma, TX | Caldwell County Chevrolet<br>Caldwell, TX | Caldwell County Ford<br>Caldwell, TX |
|----------------------------|-----------------------------------|---|--------------------------------------|
| <b>Description</b>         |                                   |   |                                      |
| <b>Total Bid Price</b>     | \$42,523.81                       | \$36,985.00                               | \$34,945.00                          |
| Delivery within 180 days?  | Yes                               | Yes                                       | Yes                                  |
| Exceptions?                | Yes                               | No  | No                                   |
| Local Preference?          | No                                | No  | No                                   |
| Credit Check Authorization | Yes                               | Yes                                       | Yes                                  |

Chevy Silverado 2500

Chevy Silverado 2500

Ford F250

|                            | Silsbee Ford<br>Silsbee, TX | Sam Pack Five Star Ford<br>Carrollton, TX | Johnson Bros Ford<br>Temple, TX                |
|----------------------------|-----------------------------|---|--|
| <b>Description</b>         |                             |   |  |
| <b>Total Bid Price</b>     | \$36,048.32                 | \$35,209.00                               | Option 1: \$35,377.02<br>Option 2: \$36,489.02 |
| Delivery within 180 days?  | Yes                         | Yes                                       | Yes  |
| Exceptions?                | No                          | No  | No   |
| Local Preference?          | No                          | No  | Yes  |
| Credit Check Authorization | Yes                         | Yes                                       | Yes  |

Ford F250

Ford F250

Ford F250

Recommended for Council award

Option 1 includes the light bar that was specified

# Bid Tabulation #6

## Tabulation of Bids Received on February 3, 2015 at 2:30 p.m.

### 1-Ton Regular Cab and Chassis, Dual Rear Wheels with Utility Body Bid# 13-10-15

|  | Gunn Chevrolet, Ltd.<br>Selma, TX | Caldwell County Chevrolet<br>Caldwell, TX | Caldwell County Ford<br>Caldwell, TX |
|--|-----------------------------------|---|--------------------------------------|
| <b>Description</b>                         |                                   |   |                                      |
| <b>Total Base Bid</b>                      | \$41,136.05                       | \$36,985.00                               | \$36,645.00                          |
| <b>Light Bar</b>                           | \$2,100.00                        | \$2,925.00                                | \$2,925.00                           |
| <b>Full length entry step on each side</b> | Included                          | \$530.00                                  | \$320.00                             |
| <b>Total Bid</b>                           | \$43,236.05                       | \$39,910.00                               | \$39,570.00                          |
| Delivery within 180 days?                  | Yes                               | Yes                                       | Yes                                  |
| Exceptions?                                | Yes                               | No  | No                                   |
| Local Preference?                          | No                                | No  | No                                   |
| Credit Check Authorization                 | Yes                               | Yes                                       | Yes                                  |

Chevy Silverado 3500

Chevy Silverado 3500

Ford F350

|  | Silsbee Ford<br>Silsbee, TX | Sam Pack Five Star Ford<br>Carrollton, TX | Johnson Bros Ford<br>Temple, TX              |
|--|-----------------------------|---|--|
| <b>Description</b>                         |                             |   |  |
| <b>Total Base Bid</b>                      | \$36,768.76                 | \$32,960.00                               | \$33,501.46                                  |
| <b>Light Bar</b>                           | No Bid                      | \$1,930.00                                | Option 1: \$1,928.00<br>Option 2: \$3,040.00 |
| <b>Full length entry step on each side</b> | No Bid                      | \$385.00                                  | \$225.00                                     |
| <b>Total Bid</b>                           | \$36,768.76                 | \$35,275.00                               | \$35,654.46                                  |
| Delivery within 180 days?                  | Yes                         | Yes                                       | Yes  |
| Exceptions?                                | No                          | No  | Yes - Exterior Cargo Light                   |
| Local Preference?                          | No                          | No  | Yes  |
| Credit Check Authorization                 | Yes                         | Yes                                       | Yes  |

Ford F350

Ford F350

Ford F350

Recommended for Council award

Local Preference Option

Option 1 is the light bar  
that was specified

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE PURCHASE OF THREE VEHICLES FROM VARIOUS VENDORS, IN THE AMOUNT OF \$94,773.88; AND PROVIDING AN OPEN MEETINGS CLAUSE.

---

**Whereas**, on February 3, 2015, six vendors submitted pricing on the following vehicles:

- one ½-ton crew cab pickup (Ford F150);
- one ¾-ton light duty extended cab pickup/bed with utility body (Ford F250); and
- one 1-ton regular cab and chassis dual rear wheels with utility body (F-350);

**Whereas**, per the City's Local Preference Policy, for non-construction expenditures less than \$500,000, if the City receives a competitive sealed bid from a bidder whose principal place of business is within the City limits and whose bid is within five percent (5%) of the lowest bid price, Council has the option to consider awarding the purchase to the local bidder if Council determines the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the contract award;

**Whereas**, staff recommends award of the bid for one (1) ½-ton crew cab pickup (Ford F150) to Silsbee Ford - exceptions taken by Silsbee Ford were routine in nature, did not impact the overall quality of the vehicle and staff is willing to accept the exceptions;

**Whereas**, the City has done business with Silsbee Ford in the past and finds them to be a responsible vendor;

**Whereas**, staff recommends award of the bid for one (1) ¾-ton light duty extended cab pickup/bed with utility body (Ford F250) from Caldwell Country Ford of Caldwell, Texas - Caldwell Country Ford took no exceptions to the specifications;

**Whereas**, the City has done business with Caldwell Country Ford in the past and finds them to be a responsible vendor;

**Whereas**, staff recommends award of the following bid for one (1) 1-ton regular cab and chassis dual rear wheels with utility body (F-350) from Sam Pack Five Star Ford of Carrollton, Texas - Sam Pack Five Star Ford took no exceptions to the specifications;

**Whereas**, the City has done business with Sam Pack Five Star Ford in the past and finds them to be a responsible vendor;

**Whereas**, the vehicles scheduled for purchase have been evaluated to ensure the most sustainable and fuel efficient vehicle that will meet the needs of the department for which it is being purchased is obtained - the evaluation for the vehicles focused on right-sizing the vehicle and fuel options;

**Whereas**, funding for the purchase of the 3 vehicles identified above was included in the Council-adopted FY 2015 budget in Account No. 110-5900-521-6213, Project No. 101158 & 101151, and Account No. 520-5110-535-6213, Project No. 101223; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City Council authorizes the purchase of the following vehicles in the combined amount of \$94,773.88:

- one ½-ton crew cab pickup (Ford F150) from Silsbee Ford of Silsbee in the amount of \$24,553.88;
- one ¾-ton light duty extended cab pickup/bed with utility body (Ford F250) from Caldwell Country Ford of Caldwell in the amount of \$34,945.00; and
- one 1-ton regular cab and chassis dual rear wheels with utility body (F-350) from Sam Pack Five Star Ford of Carrollton in the amount of \$35,275.00.

**Part 2:** The City Council authorizes the City Manager, or his designee, to execute any documents, after approval as to form by the City Attorney, that may be necessary for these purchases.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of February, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #11  
Regular Agenda  
Page 1 of 2

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Lacy Borgeson, TRMC, City Secretary

### **ITEM DESCRIPTION:** Consider adopting resolutions:

- (1) Ordering a Parks bond election for May 9, 2015, and
- (2) Authorizing joint election agreements with the Temple Independent School District for the May 9, 2015 election;

### **STAFF RECOMMENDATION:** Consider adopting resolutions as presented in item description.

**ITEM SUMMARY:** (A) This proposed resolution calls a bond election for May 9, 2015, to submit to the voters of the City various propositions regarding the issuance of General Obligation Bonds for parks and recreation projects.

The single proposition is in the amount of \$27,675,000 for park and recreational facilities and projects.

The resolution also sets forth the polling places, election judges and clerks, early voting procedures and voting devices in accordance with the joint election agreement with Bell County.

(B) This proposed resolution authorizes joint election agreement with the Temple Independent School District to conduct joint elections and share expenses for the May 9, 2015 election. The City will be responsible for all duties associated with conducting the election and the costs will be shared equally between those parties holding elections. Should any of the entities declare the May 9, 2015 election to be canceled because of unopposed candidates, then the agreement will become void.

**FISCAL IMPACT:** The City Secretary's FY 2014 Budget includes funding in account 110-1400-511-2517 in the amount of \$30,300 for the 2015 Special Election. All other entities holding joint elections with the City will pay their pro rata share of the total cost of conducting the election.

**ATTACHMENTS:**

[Resolution](#)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A JOINT ELECTION AGREEMENT WITH THE TEMPLE INDEPENDENT SCHOOL DISTRICT FOR THE MAY 9, 2015 ELECTION; AND PROVIDING AN OPEN MEETINGS CLAUSE.

---

**Whereas**, State law authorizes two or more political subdivisions to enter into an agreement to hold elections jointly when the political subdivisions are holding elections on the same day in all or part of the same territory or when State law makes holding a joint election mandatory;

**Whereas**, the Temple Independent School District shares all or part of the voting districts of the City of Temple and desires to conduct joint elections with the City of Temple for the May 9, 2015, election;

**Whereas**, funds are allocated in the City Secretary's 2015 budget in Account No. 110-1400-511-2517 for this 2015 Special Election - all other entities holding joint elections with the City will pay their pro rata share of the total cost of conducting the election; and

**Whereas**, the City Council has considered the matter and deems it in the public interest to authorize this action.

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

**Part 1:** The City Manager, or his designee, is authorized to execute a Joint Election Agreement, after approval as to form by the City Attorney, authorizing a joint election between the City of Temple and the Temple Independent School District for the May 9, 2015 election.

**Part 2:** Should any of the entities declare the May 9, 2015 election to be canceled because of unopposed candidates, then the agreement will become void.

**Part 3:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the 19<sup>th</sup> day of February, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney



## COUNCIL AGENDA ITEM MEMORANDUM

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02/19/15  
Item #12  
Regular Agenda  
Page 1 of 2

### **DEPT./DIVISION SUBMISSION & REVIEW:**

Jonathan Graham, City Manager  
Brynn Myers, Assistant City Manager

### **ITEM DESCRIPTION:** Consider adopting the following:

- (A) A resolution of support for a housing tax credit senior project by Picerne Affordable Development, LLC.
- (B) A resolution of commitment to local funding in the amount of \$897,000 for a housing tax credit senior project by Picerne Affordable Development, LLC.

### **STAFF RECOMMENDATION:** Consider adopting resolutions as presented in item description.

**ITEM SUMMARY:** Picerne Affordable Development LLC, has submitted a pre-application to the Texas Housing and Development Corporation housing tax credit program for the development of a senior affordable housing project. The Developer anticipates a project investment of \$16,800,000 to include 94 total units with 90 subsidized and 4 at market rate. The proposed development would be located on the east side of S. Pea Ridge Rd. & north of Tarver Drive.

The tax credit is an indirect Federal subsidy begun in 1986 as a market-based incentive to encourage investment & development of affordable rental housing. The program works by reducing the debt that the developer would otherwise borrow, allowing them to offer lower, more affordable rents. The program provides equity financing for the developer and is not a direct benefit to individuals.

The Tax Credit program is a competitive system largely based on point categories including points related to community support and engagement. Up to 17 points is available to the developer if a resolution of support is obtained from the municipality in which the development will be located. Up to an additional 14 points is available to the developer if the municipality provides a commitment to local funding for the project.

The City Council has adopted a resolution that established a policy regarding lending support for tax credit projects. As part of the resolution, the following criteria were established for evaluation of proposed projects:



- 1-5 points Senior/elderly developments;
- 1-5 points Developments that pay property taxes;
- 1-5 points Demonstrated development team experience;
- 1-5 points Demonstrated project cost and financial feasibility;
- 1-5 points Provision of both tax credit and market rate units;
- 1-5 points No City infrastructure required or remedies deteriorated city infrastructure without city participation
- 1-5 points Favorable site conditions;
- 1-5 points Provision of appropriate and quality supportive services for residents
- 1-5 points Conformance and consistency with Comprehensive Plans, workforce housing development plans and strategic plan;
- 1-5 points Location in specific areas where development is encouraged;
- 1-5 points Minimum impact on existing tax credit developments and other workforce housing developments;
- 1-5 points Developer's commitment and past experience in the community;
- 1-5 points Support from local agencies, neighborhood organizations, e.g. TEDC, Chamber of Commerce, Citizens for Progress
- 1-5 points Addresses tenant populations with special needs
- 1-5 points Repositioning (reinvestment) of existing developments
- 1-5 points Impact on elimination of blight
- 1-5 points Quality of the units and project as a whole
- 1-5 points Level of investment per square foot
- 1-15 points Any other evaluation criteria that Council deems applicable

The Developer is requesting 1) a resolution of support for their proposed project and 2) a commitment of local funding in the amount of \$897,000 for the proposed project.

**FISCAL IMPACT:** If Council desires to provide a commitment of local funding, it is Staff's recommendation that such funding be in the form of a loan with a maturity of five (5) years from the date of closing, at an interest rate of 3% fixed, interest only payable monthly, principal payable on or before maturity, secured by 100% cash, money market account, or a Certificate of Deposit and subject to an up-front non-refundable application fee of \$2,000 for the conditional commitment, a ¼ % fee within 30 days of receiving notice of the TDHCA tax credit award letter and a 1% origination fee upon closing and funding of the loan.

**ATTACHMENTS:**

[Project Location Map](#)  
[Conceptual Site Plan](#)  
[Resolutions](#)



**First Baptist Church**

**Site**

Redbrush

Foxtail

Honeysuckle

Meadowbrook Dr

Pappus Ct

Galleta Ct

n-Dr

al-Dr

Rd



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, EXPRESSING SUPPORT OF THE APPLICATION OF PICERNE AFFORDABLE DEVELOPMENT, LLC, TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR 2015 COMPETITIVE NINE-PERCENT HOUSING TAX CREDITS IN CONNECTION WITH THE DEVELOPMENT OF SANTA FE PLACE APARTMENTS TO BE LOCATED ON 13.25+/- ACRES OF LAND LOCATED ON THE EAST SIDE OF S. PEA RIDGE ROAD AND NORTH OF TARVER DRIVE TEMPLE, TEXAS; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, Picerne Affordable Development, LLC, ("Applicant") has brought to the City of Temple ("City") a proposal to develop a 94 unit affordable rental housing community named Santa Fe Place Apartments to be located on 13.25+/- acres of land located on the east side of S. Pea Ridge Rd. and north of Tarver Drive, Temple, Bell County, Texas 76502 (the "Project"); which will be owned by the Applicant and used to provide 90 units of income restricted housing for seniors and 4 market rate units for seniors; and

**Whereas**, the Applicant intends to file an application to the Texas Department of Housing and Community Affairs (TDHCA) for an allocation of 2015 Competitive 9% Housing Tax Credits (HTC) for the construction and development of the Project; and

**Whereas**, pursuant to the rules that govern the allocation of HTCs by TDHCA, applicants who secure a resolution of support from a municipality for a development which will be located in such municipality's jurisdiction will improve the overall success of its application; and

**Whereas**, the Applicant has requested from the City a resolution of support for its application to TDHCA and the development of Project at its proposed location as herein described;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City recognizes that the Applicant intends to submit an application to TDHCA for HTCs in connection with development of the Project for affordable rental housing on 13.25+/- acres of land located on the east side of S. Pea Ridge Rd. and north of Tarver Drive, Temple, Bell County, Texas 76502.

**Part 2:** For the purpose of supporting the Project and qualifying for points pursuant to the rules that govern the allocation of HTCs by TDHCA, the City hereby confirms that it supports the Project.

**Part 3:** The City Manager of the City is hereby authorized and empowered to do or cause to be done all such acts and to sign and deliver, or cause to be signed and delivered, all such documents, instruments and certificates in the name and on behalf of the City or otherwise, as he, in his sole discretion, may deem necessary or advisable to effectuate or carry out the purposes and intent of the foregoing resolution and to perform the obligations of the City under all instruments executed in connection with or contemplated by the foregoing resolution.

**Part 4:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

\_\_\_\_\_  
DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lacy Borgeson  
City Secretary

\_\_\_\_\_  
Kayla Landeros  
City Attorney

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, RECOGNIZING THE APPLICATION OF PICERNE AFFORDABLE DEVELOPMENT, LLC, TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR 2015 COMPETITIVE NINE-PERCENT HOUSING TAX CREDITS IN CONNECTION WITH THE DEVELOPMENT OF SANTA FE PLACE APARTMENTS TO BE LOCATED ON 13.25+/- ACRES OF LAND LOCATED ON THE EAST SIDE OF S. PEA RIDGE ROAD AND NORTH OF TARVER DRIVE IN TEMPLE, TEXAS; AND PROVIDING A CONDITIONAL COMMITMENT OF FUNDING ASSISTANCE TO THE PROJECT; AND PROVIDING AN OPEN MEETINGS CLAUSE.

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**Whereas**, Picerne Affordable Development, LLC, ("Applicant") has brought to the City of Temple ("City") a proposal to develop a 94 unit affordable rental housing community named Santa Fe Place Apartments to be located on 13.25+/- acres of land located on the east side of S. Pea Ridge Rd. and north of Tarver Drive, Temple, Bell County, Texas 76502 (the "Project"); which will be owned by the Applicant and used to provide 90 units of income restricted housing for seniors and 4 market rate units for seniors; and

**Whereas**, the Applicant intends to file an application to the Texas Department of Housing and Community Affairs (TDHCA) for an allocation of 2015 Competitive 9% Housing Tax Credits (HTC) for the construction and development of the Project; and

**Whereas**, pursuant to the rules that govern the allocation of HTCs by TDHCA, applicants who provide a resolution from a city, or a qualifying instrumentality of such city, committing to provide a certain level of development funding to a project proposed to be located on a development site within the city, or the ETJ of such city, will improve the overall success of its application;

**Whereas**, the Applicant has requested from the City recognition of its application to TDHCA and the development of Project at its proposed location as herein described and for a commitment of funding assistance to the Project; and

**Whereas**, if Council desires to provide a commitment of local funding, it is staff's recommendation that such funding be in the form of a loan with a maturity of five (5) years from the date of closing, at an interest rate of 3% fixed, interest only payable monthly, principal payable on or before maturity, secured by 100% cash, money market account, or a Certificate of Deposit and subject to an up-front non-refundable application fee of \$2,000 for the conditional commitment, a ¼ % fee within 30 days of receiving notice of the TDHCA tax credit award letter and a 1% origination fee upon closing and funding of the loan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE, TEXAS, THAT:**

**Part 1:** The City recognizes that the Applicant intends to submit an application to TDHCA for HTC's in connection with development of the Project for affordable rental housing on 13.25+/- acres of land located on the east side of S. Pea Ridge Rd. and north of Tarver Drive, Temple, Bell County, Texas 76502.

**Part 2:** The City hereby approves a conditional commitment to the Applicant of funds in an amount of \$897,000 in the form of a loan with a maturity of five (5) years from the date of closing, at an interest rate of 3% fixed, interest only payable monthly, principal payable on or before maturity, secured by 100% cash, money market account, or a Certificate of Deposit and subject to an up-front non-refundable application fee of \$2,000 for the conditional commitment, a ¼ % fee within 30 days of receiving notice of the TDHCA tax credit award letter and a 1% origination fee upon closing and funding of the loan. The City shall charge no prepayment penalty. The commitment shall be void upon the withdrawal of a tax credit application by the Applicant, upon termination of the application by TDHCA or upon failure to receive a 2015 award of tax credits.

**Part 3:** Notwithstanding anything herein to the contrary, the funding commitment by the City as set forth in this Resolution shall be contingent on (i) the Applicant securing HTC's from TDHCA in an amount sufficient to develop Project, (ii) zoning and site plan approval of the proposed development by the City, and (iii) approval by the City of all matters discovered through the due diligence conducted by or on behalf of the City in connection with the development of the Project.

**Part 4:** The City of Temple is not a related party to the Applicant, and any funding assistance committed by the City of Temple to the development of the Project pursuant to this resolution will not have been provided to the City by the Applicant or any related party to the Applicant.

**Part 5:** The City Manager of the City is hereby authorized and empowered to do or cause to be done all such acts and to sign and deliver, or cause to be signed and delivered, all such documents, instruments and certificates in the name and on behalf of the City or otherwise, as he, in his sole discretion, may deem necessary or advisable to effectuate or carry out the purposes and intent of the foregoing resolution and to perform the obligations of the City under all instruments executed in connection with or contemplated by the foregoing resolution.

**Part 6:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED this the **19<sup>th</sup>** day of **February**, 2015.

THE CITY OF TEMPLE, TEXAS

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DANIEL A. DUNN, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lacy Borgeson  
City Secretary

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Kayla Landeros  
City Attorney