



August 3, 2021

Notice is hereby given of a Regular Meeting of Nacogdoches City Council to be held on the above date via videoconference, with the opportunity to appear in person in the City Council Chamber of City Hall, 202 East Pilar Street, Nacogdoches, Texas, with a Work Session beginning at 4:30 p.m. and Regular Session beginning at 5:30 p.m. for the purpose of considering the following agenda items.

In accordance with Orders of the Governor due to the COVID-19 pandemic, the City of Nacogdoches City Council meeting will be deemed as being conducted via teleconference or videoconference. However, some City Council Members may attend virtually, while others may be present in the above stated physical location. Regardless, the meeting will be streamed live at <https://www.nactx.us/21>. There will be an opportunity for the public to comment on agenda items either by teleconference or in person in Council Chambers. For those attending in person, strict adherence to COVID-19 related CDC guidelines will be enforced at all times.

Members of the public who wish to submit comments by telephone on a listed agenda item must contact the City Secretary's office by email at vinsonj@nactx.us or by calling 936-559-2506 and providing their name, telephone number and relevant agenda item upon which they wish to speak. All requests to make comments by telephone must be received by 12:00 p.m. on August 3, 2021. For all timely requests received, staff will call the submitted phone numbers directly during the meeting when the corresponding item comes up for comment. NOTE: The incoming phone call from City staff will be an unfamiliar number.

**PLEASE LIMIT PRESENTATIONS TO THREE MINUTES
(UNLESS PRIOR APPROVAL IS OBTAINED)**

1. Call to order.

2. Pledge of Allegiance.

3. WORK SESSION:

A. Receive an update, hold a discussion and give staff direction regarding proposed economic development policies. (Economic Development Director)

Council may conduct Executive Session deliberation, reconvening open session for action, if any, on Executive Session items. Regular Session agenda items appropriate for Executive Session consideration may be moved into Executive Session for deliberation, but not action, upon proper announcement at the meeting by presiding officer.

4. **EXECUTIVE SESSION:**

A. Deliberation regarding Economic Development negotiations under Government Code Section 551.087 as follows:

1. Discuss or deliberate regarding commercial or financial information the City has received from business projects the City body seeks to have locate in the City of Nacogdoches and with which the City is conducting economic development negotiations; and

2. Deliberate offer of financial or other incentive to business prospects described by Subdivision 1 above.
5. Open for action, if any, on Executive Session item(s).
6. Open Forum.
7. Items to be removed from Consent Agenda.
8. **CONSENT AGENDA:** Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as reflected in the minutes of this meeting.
 - A. Consider approval of minutes for July 13, 2021 special meeting and July 20, 2021 regular meeting. (City Secretary)
 - B. Consider contract award to WorkQuest and Oak Creek Center for City roadside clean-up. (Community Services Director)
 - C. Consider contract award to WorkQuest and Oak Creek Center for City park clean-up. (Community Services Director)
 - D. Quarterly Investment Report for quarter ended June 30, 2021. (Finance Director)
9. **REGULAR AGENDA:**
 - A. Receive presentation on the 2021 Texas Blueberry Festival. (Wayne Mitchell, Chamber of Commerce and Grace Handler, Blueberry Festival Committee)
 - B. Consider Ordinance No. 1874-08-21 establishing an economic development program pursuant to Chapter 380 of the Local Government Code, to be administered by the Economic Development Department. (Economic Development Director)
 - C. Consider approval of Resolution No. 1276-08-21 creating a Chapter 380 Economic Development Program and authorizing agreement by and between the City of Nacogdoches and HCH Aviation, LLC regarding development of a flight school at A.L. Mangham, Jr. Regional Airport. (Economic Development Director)
 - D. Consider approval of the purchase of one Pierce 100' Ascendant Aerial Tower from Siddons-Martin Emergency Group, LLC through the HGAC-Buy Cooperative Purchasing Program in the amount of \$1,430,500 and associated equipment not to exceed \$50,000. (Fire Chief)

E. Presentation of proposed 2021-2022 budget and calculated property tax rates.(Finance Director)

F. Set public hearing dates for both budget and tax rate. (Finance Director)

10. Adjourn.



Jan Vinson, City Secretary



This agenda is posted as required under G. C. Section 551.041. For more information or a copy of the Open Meetings Act, please contact Attorney General of Texas at 1-800-252-8011; City Secretary at 936/559-2506 or visit City of Nacogdoches web site at www.nactx.us.

CERTIFICATION

I certify the notice of meeting was posted in the directory outside of City Hall, 202 E. Pilar Street, Nacogdoches, Texas on July 28, 2021 at 12 p.m. and remained posted until meeting convened.

Jan Vinson, City Secretary

PRESENTER: Larissa Philpot, Economic Development Director

ITEM/SUBJECT: Receive an update, hold a discussion and give staff direction regarding proposed economic development policies. (Economic Development Director)

SUMMARY/BACKGROUND: Economic Incentive Policy

Through a limitation on cities' expenditures of public funds, the Constitution of the State of Texas generally states cities in Texas cannot spend public tax dollars for a private purpose. However, in 1987, the Constitution was amended to allow the Legislature to authorize economic development programs to make loans and grants of public monies to support projects that lead to the creation and retention of jobs, increased capital investment, and increased ad valorem and sales tax. In 1989, the Legislature then added Chapter 380 to the Local Government Code. Chapter 380 allows cities to adopt economic development programs to incentivize investment in the community leading to economic growth.

Agreements between cities and economic development prospects, commonly referred to as Chapter 380 agreements, arose out of this legislation. Essentially, as long as a nexus can be shown between the project and the economic growth of the City, the City may offer grants and other assistance to support the project. Each agreement is reviewed on a case-by-case basis.

Chapter 380 programs are specific to the goals of each community they serve. The Chapter 380 program currently being proposed was informed by best practices found across the state as well as recommendations from the 2019 Industry Attraction Study provided by the Nacogdoches Economic Development Corporation. The program was drafted to be responsive and agile and to serve as a marketing tool to showcase the target industries the community wishes to attract. The 2019 Industry Attraction study recommended focusing on aviation, healthcare, advanced manufacturing, and IT related industries and businesses.

The City's current economic incentive policy was vague, written at the time to allow for maximum flexibility in application. The proposed policy gives specific direction regarding the types of projects that should be funded as well as the types of incentives to be offered.

The proposed policy sets criteria for investment, to effectively communicate investments from the City provided under this program will in fact result in the desired objectives of increased creation and retention of jobs, increased capital investment, and increased ad valorem and sales tax and will not be gifts of public funds.

The proposed policy also utilizes the vast expertise found in the members of the Nacogdoches Economic Development Corporation. These members include representatives from local banks, financial planners, Stephen F. Austin State University, hospitals, and small businesses. The officers and five member executive committee are proposed to serve as a review panel for any proposed economic development incentive. Their unique perspectives on both sides of project funding and new business development will provide support to the City Council as they consider

each new agreement.

The proposed policy provides a timeline to ensure the projects are kept on track and on schedule.

Economic Development Fund

The total sales tax levy in Texas cannot exceed 8.25%. The state's portion of that levy is 6.25%, which leaves 2% for local jurisdictions to utilize. Within the City of Nacogdoches, 1% is currently allocated to the City General Fund and 1% is allocated to the Nacogdoches County Hospital District. The entire 2% local levy is allocated. This means the City of Nacogdoches is currently unable to hold an election to adopt a sales tax levy to support 4A/4B economic development projects.

In 2017, to combat this shortfall, during its annual budget process, the Nacogdoches City Council approved the creation of an economic development fund. The purpose of this fund was to emulate the 4A/4B economic sales tax fund that more than 900 cities across Texas utilize to fund economic development investments. Each subsequent year during the budget process, the City Council has allocated funds from the general and utility (Water & Sewer and Solid Waste) funds into the economic development fund.

As of June 30, 2021, the economic development fund balance is \$1.068 million. No expenditures have been made out of this fund since its inception. For reference, the City of Lufkin's 4B sales tax levy generated \$1.27 million in sales tax in 2019. This 4B sales tax in Lufkin is a recurring allocation. The City of Nacogdoches allocates \$150,000 annually.

At the time of its creation, the City Manager indicated the fund was to be utilized for economic development purposes. Staff is currently proposing the attached policy which specifically defines appropriate uses for this fund. Adoption of this policy will ensure protection of this fund and ensure it will be utilized for only economic development projects. The policy restricts use of the funds for:

- incentives and grants offered through a Chapter 380 agreement
- planning documents with an essential nexus to economic development
- support of entrepreneurial and workforce training centers and programs

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Economic Development
Value-Driven Education and Job Training
Infrastructure

CITY CONTACT: Larissa Philpot, Economic Development Director
lphilpot@nedco.org
936-559-1255

- ATTACHMENTS:**
1. City ED Policy - Current
 2. Ordinance - 380 Program Adoption 7.28.21 1.22. Final
 3. Proposed City ED Policy 07.28.21
 4. Proposed Economic Development Fund Policy 07.28.21
 5. Presentation for Economic Development Policies Workshop

CITY OF NACOGDOCHES

ECONOMIC DEVELOPMENT INCENTIVE POLICY

This policy details guidelines used by the City of Nacogdoches for qualification of projects and determination of incentive level and type of incentive.

The City of Nacogdoches vision statement:

“Nacogdoches is a premier city retaining its distinctive character, where families and businesses flourish in a safe and clean environment.”

Projects undertaken by the City of Nacogdoches will help further the vision statement in addition to implementing the mission of the Nacogdoches Economic Development Corporation:

“The mission of the Nacogdoches Economic Development Corporation is to retain and expand existing businesses through a proactive retention and expansion program, attract desirable industry by fostering business friendly environment, and aggressively marketing Nacogdoches utilizing a multi faceted approach.”

Eligible projects:

Land, buildings, equipment, facilities, improvements and expenditures related to:

- Manufacturing, industrial, research and development, recycling, warehousing, corporate headquarters, and distribution centers.
- Job training for primary jobs and commercial/retail.
- Clean up of contaminated project sites.
- Infrastructure assistance to retail and commercial projects.
- Business – related City utilities and site improvements.
- Projects designed to attract military missions.
- Project that improve the community’s quality of life, including parks, professional and amateur sport and athletic facilities, tourism and entertainment facilities, affordable housing and other improvements or expenditures that promote new or expanded business activity that create or retain primary jobs.
- Other projects approved by City Council.

Determination of Incentives:

Determination of incentive level will be predicated upon a cost benefit analysis and take into account direct and indirect economic benefits accruing to the City of Nacogdoches and/or Nacogdoches County.

Incentives can take the form of reimbursement for infrastructure improvements, cash bonuses for capital improvements, bonuses for job creation, assistance with job training, payments in lieu of tax abatements and loan guarantees.

After the submission of the required information, the City of Nacogdoches will have a cost benefit analysis performed to determine the return on investment (ROI) for various levels of incentives. As with any guidelines, this policy is designed to apply in the majority of cases and the Nacogdoches City Council reserves the right to interpret and apply these guidelines. Each project is handled on a case by case basis and this policy does not obligate the City of Nacogdoches to participate in any project. These guidelines can be modified or terminated at the sole discretion of the City of Nacogdoches.

**CITY OF NACOGDOCHES, TEXAS
ORDINANCE NO. 1874-08-21**

AN ORDINANCE ESTABLISHING AN ECONOMIC DEVELOPMENT PROGRAM PURSUANT TO CHAPTER 380 OF THE LOCAL GOVERNMENT CODE, TO BE ADMINISTERED BY THE ECONOMIC DEVELOPMENT DEPARTMENT; CONTAINING FINDINGS AND OTHER PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EMERGENCY.

WHEREAS, Article 3, Section 52-a of the Texas Constitution authorized the legislature to provide for the creation of programs and the making of loans and grants of public money for certain specified purposes; and

WHEREAS, pursuant to such authorization, the legislature passed Chapter 380 of the Texas Local Government Code (“Local Government Code”), which contains certain statutes authorizing municipalities to establish certain economic development programs (hereinafter referred to as a “Chapter 380 Program”); and

WHEREAS, under Section 380.001 of the Local Government Code, the governing body of a municipality may administer a Chapter 380 Program by the use of municipal personnel, and may accept contributions, gifts, or other resources to develop and administer the Chapter 380 Program; and

WHEREAS, under Section 380.003 of the Local Government Code, a municipality may, as an agent of the State, provide matching funds for a federal program that requires local matching funds from a state agency, to the extent state agencies that are eligible decline to participate or do not fully participate in the program; and

WHEREAS, the Economic Development Director has recommended that the City of Nacogdoches establish a Chapter 380 Program which will permit the City to provide loans, grants, and/or matching funds under any or all sections of Chapter 380 of the Local Government Code to qualified applicants upon approval by City Council on a case-by-case basis; and

WHEREAS, in order to establish guidelines for Chapter 380 assistance eligibility, the Economic Development Director has recommended that City Council adopt the “Economic Development Incentive Program” set forth in Exhibit A to this Ordinance; and

WHEREAS, a Chapter 380 Program will benefit the City by stimulating business and commercial activity within the City of Nacogdoches;

NOW, THEREFORE, be it ordained by the City Council of the City of Nacogdoches, Texas that:

Section 1. The City Council adopts the findings set out in the preamble hereof and hereby establishes the City of Nacogdoches Chapter 380 Program under the provisions of

Chapter 380 of the Local Government Code. The purposes of the Chapter 380 Program shall be:

- (i) to make loans and/or grants of public money and to provide personnel and/or services of the City of Nacogdoches for the purpose of promoting state or local economic development and to stimulate business and commercial activity in the City of Nacogdoches, pursuant to Section 380.001 of the Local Government Code;
- (ii) to accept contributions, gifts or other resources pursuant to Section 380.001 of the Local Government Code, for the purpose of developing and administering the program;
- (iii) to provide matching funds under Section 380.003 of the Local Government Code for a federal program that requires local matching funds from a state agency to the extent state agencies that are eligible decline to participate or do not fully participate in the program.

Section 2. The Program shall be administered by the Economic Development Director or such Director's designee (the "Director"). Qualified applicants for Chapter 380 assistance shall generally meet the criteria found in the "Economic Development Incentive Program" attached hereto as Exhibit A; provided, however that the Director may propose an application for assistance which does not meet all the criteria if, in the opinion of the Director, the application is otherwise meritorious. Proposals for grants, loans, or matching funds to qualified applicants which are recommended by the Director may be presented to the Economic Investment Review Committee. Proposals which are recommended shall be presented to the City Council for consideration and approval, and for appropriation of any necessary funds. Funding for the Program's loans, grants and matching funds shall be provided on a case by case basis, based upon the recommendations of the Director, as approved by the City Council. City Council approval and appropriation of Chapter 380 assistance for an applicant shall constitute an offer of assistance which shall terminate if the transaction is not closed within 180 days after the effective date of the authorizing ordinance.

Section 3. The City Council hereby approves adoption of the Economic Development Incentive Program as shown in Exhibit A attached hereto and incorporated herein by this reference.

Section 4. All ordinances, resolutions, or parts thereof, that are inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matter regulated.

Section 5. If any word, article, phrase, paragraph, sentence, clause, or provision of this Ordinance shall be held to be invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

Section 6. This Ordinance shall take effect immediately upon its passage.

Section 7. Proper Notice & Open Meeting. It is hereby officially found and determined that the meeting at which this Ordinance 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, Chapter 551 of the Texas Government Code.

PASSED AND ADOPTED, this the 3rd day of August, 2021, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

Jan Vinson, City Secretary

Steven Kirkland, City Attorney

EXHIBIT A

CITY OF NACOGDOCHES

ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

This policy creates a program to be used by the City of Nacogdoches for qualification of projects and determination of incentive level and type of incentive.

The City of Nacogdoches vision statement:

“Nacogdoches is a premier City retaining its distinctive character, where families and businesses flourish in a safe, clean environment.”

Projects undertaken by the City will help further the vision statement in addition to promoting the mission of the Nacogdoches Economic Development Corporation:

“The mission of the Nacogdoches Economic Development Corporation is to facilitate growth and prosperity throughout Nacogdoches County and its incorporated cities by helping existing businesses achieve greater success; by fostering local entrepreneurship; by recruiting new industry and business to Nacogdoches County; and by helping develop a well-trained workforce.”

The City will, on a case-by-case basis, give consideration to providing incentive for economic stimulus in Nacogdoches to accomplish one or more of the following objectives:

- Development and diversification of the economy
- Reduction of underemployment
- Attraction of major development
- Stimulation of agricultural or technological innovation
- Expansion of primary employment and knowledge-based jobs
- Increasing average wage in Nacogdoches
- Significant improvement of quality of life
- Contribution to preservation and adaptive reuse of significant historic structures and neighborhoods.

In coordination with the Nacogdoches Economic Development Corporation, the City of Nacogdoches may establish targeted programs to accomplish one or more of the above objectives. Examples of such programs include, but are not limited to:

- Special incentive programs within defined areas of the City to promote infill development or adaptive reuse of buildings in targeted neighborhoods
- Grants to offset costs associated with public infrastructure improvements
- Targeted retail and/or entertainment sector recruitment
- Targeted recruitment aimed at sectors directly related to programs at Stephen F. Austin State University
- Capital grants for technological innovation resulting in higher wage job growth
- Grants to offset costs associated with increased partnership and production between two existing businesses

EXHIBIT A

Eligible projects:

Land, buildings, equipment, facilities, improvements and expenditures related to:

- Advanced manufacturing, research and development, healthcare, information technology, aviation, corporate headquarters, and distribution centers
- Job training for primary jobs.
- Clean up of contaminated project sites.
- Infrastructure assistance for retail and commercial projects.
- City utilities and site improvements.
- Projects improving quality of life, including parks, professional and amateur sport facilities, tourism and entertainment facilities, housing and other improvements or expenditures promoting new or expanded business activity creating or retaining primary jobs.
- Other projects approved by City Council.

Determination of Incentives:

Determination of incentive level predicated upon a cost benefit analysis and take into account direct and indirect economic benefits accruing to City and/or Nacogdoches County. Additional consideration may be given to projects implementing one or more of the following points if the project will:

- Occupy a building that has been vacant for at least 5 years
- Create high-skilled, high-paying jobs as documented by the applicant and vetted by the
- Involve a significant relationship with Stephen F. Austin State University, as qualified by Stephen F. Austin State University
- Provide knowledge-based jobs
- Incorporate significant environmentally sustainable practices including: LEED certification (or equivalent), recycling initiatives, manufacture of sustainable materials, or incorporation of clean technology
- Primarily source all goods and services from Nacogdoches County or serve as a primary resource for an existing business in Nacogdoches County
- Utilize a sales tax situs keeping all available sales tax receipts in the City of Nacogdoches.
- Relate to a certified minority or woman owned business.

Incentives can take the form of reimbursement for infrastructure improvements, cash bonuses for capital improvements, bonuses for job creation, assistance with job training, tax abatements and loan guarantees.

After submission of required information, City shall have a cost benefit analysis performed to determine return on investment for various levels of incentives. As with any guidelines, this policy is designed to apply in majority of cases and City Council reserves right to interpret and apply guidelines. Each project is handled on a case by case basis and this policy does not obligate City to participate in any project. These guidelines can be modified or terminated at sole discretion of City Council.

EXHIBIT A

Criteria for Potentially Eligible Advanced Manufacturing, Research and Development, Recycling, Healthcare, Information Technology, Corporate Headquarters, Aviation and Distribution Centers:

- \$1,000,000 or more in increased valuation, and/or
- Increase/Retain employment of 10 full time jobs and benefits, or 20 part time jobs.

Criteria for Potentially Eligible Retail or Commercial Projects:

- Developers of retail and mixed use project may apply for infrastructure reimbursement.
- Development will have assessed valuation of at least \$3,000,000.

Criteria for Small Business Projects:

- Project must enhance employee skillset, enable purchase of new equipment to significantly increase capacity of the business, increase safety of structure the business is located in, improve physical appearance and/or marketability of business
- At least \$5,000 in project costs
- Increase/Retain employment of 4 full time jobs and benefits, or 8 part time jobs.

Application Procedures:

Required for submission:

- History of company and principals, with biographies.
- Projections of operations to include capital investment (assessed valuation), jobs, wages and sales tax generated; aka proforma.
- Projection of employment, wage rates and percentage of employees who will be Nacogdoches residents.
- Businesses and developers may, at their option, submit a letter stating impact on project without City incentives.
- Disclosure of incentives applied for, or provided by, City, County and/or State.

Submission review process:

- Initial review for completeness by Economic Development Director – within 5 business days of receipt of application
- Economic Investment Review Committee review and recommendation – within 30 days of receipt of completed application
- City Manager review and comment – within 45 days of receipt of completed application
- Attorney review and approval as to form – within 90 days of receipt of completed application
- City Council consideration – within 100 days of receipt of completed application

Basic Project Requirements:

EXHIBIT A

- Executed performance/incentive contract provided by City.
- Detailed invoices and receipts incurred must be provided for reimbursement.
- Documentation of employment for employment compensation to be paid.
- Documentation of employee residency in order for residency to be considered.
- Must maintain membership in Nacogdoches Economic Development Corporation.

Definitions and Assumptions:

- Full time employment is at least 35 hours per week.
- Part time employment is at least 20 hours per week.
- Benefits are defined as access to group health insurance.
- Competitive wage rates for all jobs in area as determined by Texas Workforce Commission.
- Economic Investment Review Committee shall be comprised of the Officers and Executive Committee of the Nacogdoches Economic Development Corporation.
- Reimbursement for public infrastructure would be made upon acceptance of improvements by City.
- Private infrastructure reimbursement upon issuance of certificate of occupancy.
- Additional payments of other types (payment per job created, tax reimbursement, etc.) upon completion and acceptance of an annual report which shows satisfactory completion of performance measures as agreed upon in Chapter 380 agreement.

The economic development fund was established by the City Council to mimic the funding typically available through an economic development sales tax. The City Council should strive to allocate at least \$150,000 per year to this fund, but is not limited to this amount.

The economic development fund shall finance projects or programs that create or retain jobs, increase the tax base, support entrepreneurial programs, or prepare the City for future economic activity. Expenditures out of this fund should be utilized to encourage projects that would not occur without the incentive and are restricted to the following categories:

- Incentives and grants offered through a Chapter 380 agreement approved by the City Council for an economic development prospect with a potentially extraordinary economic impact
- Planning documents that have an essential nexus to economic development, including, but not limited to small area plans and corridor plans
- Support of entrepreneurial and workforce training centers and programs

Nothing in this policy precludes the City Council from utilizing other funds to pay for the above listed expenditures. This fund was created to support extraordinary economic development expenditures and is not intended to fund the economic development department of the City, planned utility extensions as shown in an annual capital improvement plan, or reimbursement of property or sales tax as required by a Chapter 380 agreement if reimbursement may be funded through other sources.

What is economic development?

Fostering an environment where:

- Employers can offer competitive wages
- Companies can thrive
- Workers can be fully employed
- Business diversification is achieved
- Workers have a path to increase skills
- Standard of living is maintained and improved

Economic
Development

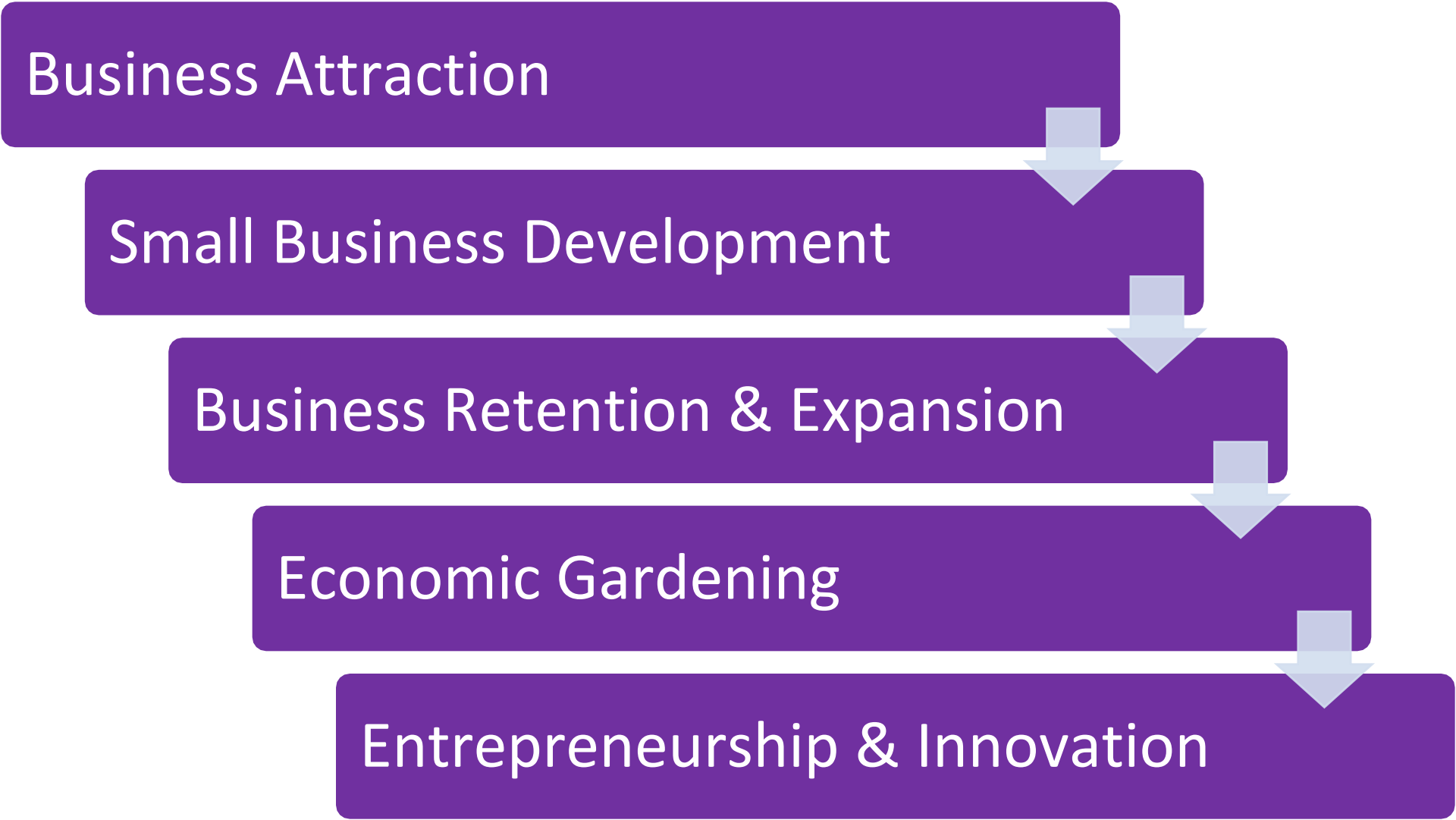


Policies &
Infrastructure



Quality of Life

Business Attraction



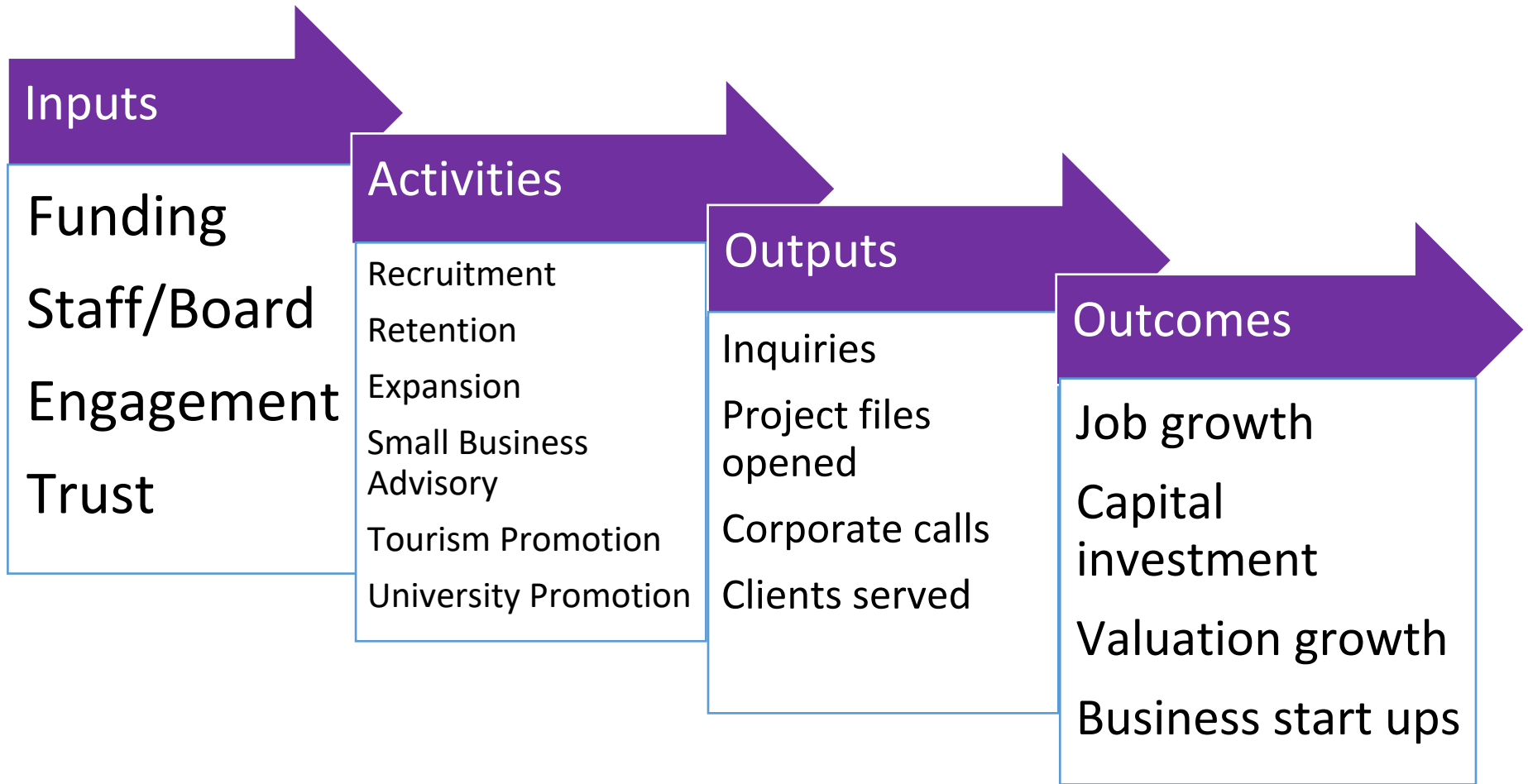
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graph TD; A[Business Attraction] --> B[Small Business Development]; B --> C[Business Retention & Expansion]; C --> D[Economic Gardening]; D --> E[Entrepreneurship & Innovation];
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Small Business Development

Business Retention & Expansion

Economic Gardening

Entrepreneurship & Innovation



Economic Policies

- Needs of the community
- Agile and responsive
- Reflects community values
- Identifies specific industry
- Realistic
- Supports desired economic goals

Economic Policies

- Chapter 380 Program
 - Economic objectives
 - Examples of incentives
 - Scoring of incentives
 - Specific criteria
 - Application
 - Review process
 - Timeline
- Economic Development Fund
 - Outlines funding policy

Chapter 380 Program - Objectives

- Development and diversification of the economy
- Reduction of underemployment
- Attraction of major development
- Stimulation of agricultural or technological innovation
- Expansion of primary employment and knowledge based jobs
- Increasing wage in Nacogdoches
- Significant improvement of quality of life
- Contribution to preservation and adaptive reuse of significant historic structures and neighborhoods

Chapter 380 Program – Program Examples

- Special incentive programs to promote infill development or adaptive reuse in targeted neighborhoods
- Grants for infrastructure improvements
- Targeted retail or entertainment recruitment
- Targeted recruitment related to SFASU programs
- Grants for technological innovation
- Capital grants for improved business partnerships

Chapter 380 Program – Eligible Projects

Land Buildings
Equipment Facilities
Improvements Capital Expenditures

Job training
for primary
jobs

Cleanup of
contaminated
sites

Infrastructure
assistance

City utilities
and site
improvements

Quality of Life
projects

Chapter 380 Program – Determination of Incentives

- Cost benefit analysis
- Direct benefits
- Indirect benefits
- Additional consideration for
 - Buildings vacant for 5+ years
 - Creating high-skill, high-paying jobs
 - Involve SFASU
 - Provide knowledge based jobs
 - Environmentally sustainable
 - Source goods locally
 - Sales tax situs
 - Certified minority or woman owned

Chapter 380 Program – Forms of Incentives

- Reimbursement for infrastructure
- Cash bonus for capital improvements
- Bonus for job creation
- Assistance with job training
- Tax abatements (rebates)
- Loan guarantees

Chapter 380 Program – Criteria for Targeted Industries

- Manufacturing
 - R&D
 - Recycling
 - Healthcare
 - IT
 - Corporate HQ
 - Aviation
 - Distribution Centers
- \$1,000,000 valuation and/or
 - 10 FTE jobs

Chapter 380 Program – Criteria for Retail or Commercial

- \$3,000,000 valuation
- May apply for infrastructure reimbursement

Chapter 380 Program – Criteria for Small Business

- Enhance employee skills
- Purchase equipment to increase capacity
- Increase safety of existing structure
- Improve physical appearance
- \$5,000+
- Increase or Retain 4 FTE or 8 part time

Process



Chapter 380 Program

- Case by case
- Cost benefit analysis performed
- Never obligated for any project
- Can support outside the City limits

Economic Development Fund

- Created in 2017 for FY 2018
- Current balance: \$1.068M
- Emulate 4A/4B
- Compete in “all things equal” situations

Economic Development Fund

- Emulate 4A/4B
- \$150,000 per year
- Incentives and grants from 380 Agreements
- Planning documents with tie to economic development
- Entrepreneurial training
- Workforce training
- Not to fund
 - Economic development department
 - Planned utility extensions
 - Reimbursement of rebated taxes



City Council Meeting

Date: August 3, 2021

Agenda Item: 4.A.

PRESENTER: Larissa Philpot, Economic Development Director

ITEM/SUBJECT: Deliberation regarding Economic Development negotiations under Government Code Section 551.087 as follows:

1. Discuss or deliberate regarding commercial or financial information the City has received from business projects the City body seeks to have locate in the City of Nacogdoches and with which the City is conducting economic development negotiations; and
2. Deliberate offer of financial or other incentive to business prospects described by Subdivision 1 above.

SUMMARY/BACKGROUND:

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Economic Development

CITY CONTACT: Larissa Philpot, Economic Development Director
lphilpot@nedco.org
936-559-1255

ATTACHMENTS:



City Council Meeting

Date: August 3, 2021

Agenda Item: 8.A.

PRESENTER: Jan Vinson, City Secretary

ITEM/SUBJECT: Consider approval of minutes for July 13, 2021 special meeting and July 20, 2021 regular meeting. (City Secretary)

SUMMARY/BACKGROUND:

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Jan Vinson, City Secretary
vinsonj@nactx.us
936-559-2506

ATTACHMENTS: 1. July 13, 2021 Minutes
2. July 20, 2021 Minutes



Special Session
Nacogdoches City Council
July 13, 2021 – 4:00 p.m.
City Council Room – City Hall
202 East Pilar Street

DRAFT

City Council present in person: Mayor Jimmy Mize, Council Members Roy Boldon, Jay Anderson, Amelia Fischer and Kathleen Belanger.

1. Called to order at 4:00 p.m.
2. Pledge of Allegiance.
3. No one spoke during Open Forum.
4. **WORK SESSION:**
- A. Presentation of Department Budgets for Fiscal Year (FY) 2021-2022.

City Manager Mario Canizares and Finance Director Pam Curbow briefed City Council on budget presentation process and timeline.

The following FY 2021-2022 proposed budgets were presented: (Budget Presentations Attached)

Fire Chief Keith Kiplinger presented proposed budget for Facility Services (see Exhibit A), Inspection Services (Exhibit B) and for the Fire Department (see Exhibit C).

Judge Heather Watts presented proposed budget for Municipal Court (see Exhibit D).

Larissa Philpot, Director of Economic Development, presented the proposed budget for the Economic Development Department (see Exhibit E).

Sherry Morgan, Director of Conventions and Tourism, presented the proposed budget for the Conventions and Tourism Department (see Exhibit F).

Police Chief Jim Sevey presented the proposed budget the Police Department (see Exhibit G) and the Airport (see Exhibit H).

Steve Bartlet, Public Works Director, presented the proposed budget for the Engineering (see Exhibit I), Planning and Zoning (see Exhibit J) and Public Works (see Exhibit K).

5. Meeting adjourned at 7:47 p.m.

ATTEST:

Jan Vinson, City Secretary

Mayor Pro Tem Roy Boldon
City Council
City of Nacogdoches

Minutes unofficial until approved by City Council

Exhibit A



Facility Services

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- COVID-19 Response
- February Storm Response
- Transferred supervision of custodians to facility managers

Future Goals

- Increase facility maintenance programs
- Develop a near level finance plan for facility maintenance
- Enhance energy efficiency through smart technology and upgrades
- Continue improving public health and safety at City facilities

Operational and Service Level Issues



- Aging facilities
- Years of deferred maintenance across facilities
- Evolving needs and use of facilities

Service Level Changes

3/12/20 – City begins precautionary measures to reduce COVID -19 risk

3/14/20 – Enhanced cleaning of public spaces begins

3/27/20 – Cleaning further enhanced with technology and daily fogging of buildings

COVID response continues utilizing enhanced sanitation

Pre-Covid Services:

Building maintenance & Custodial.

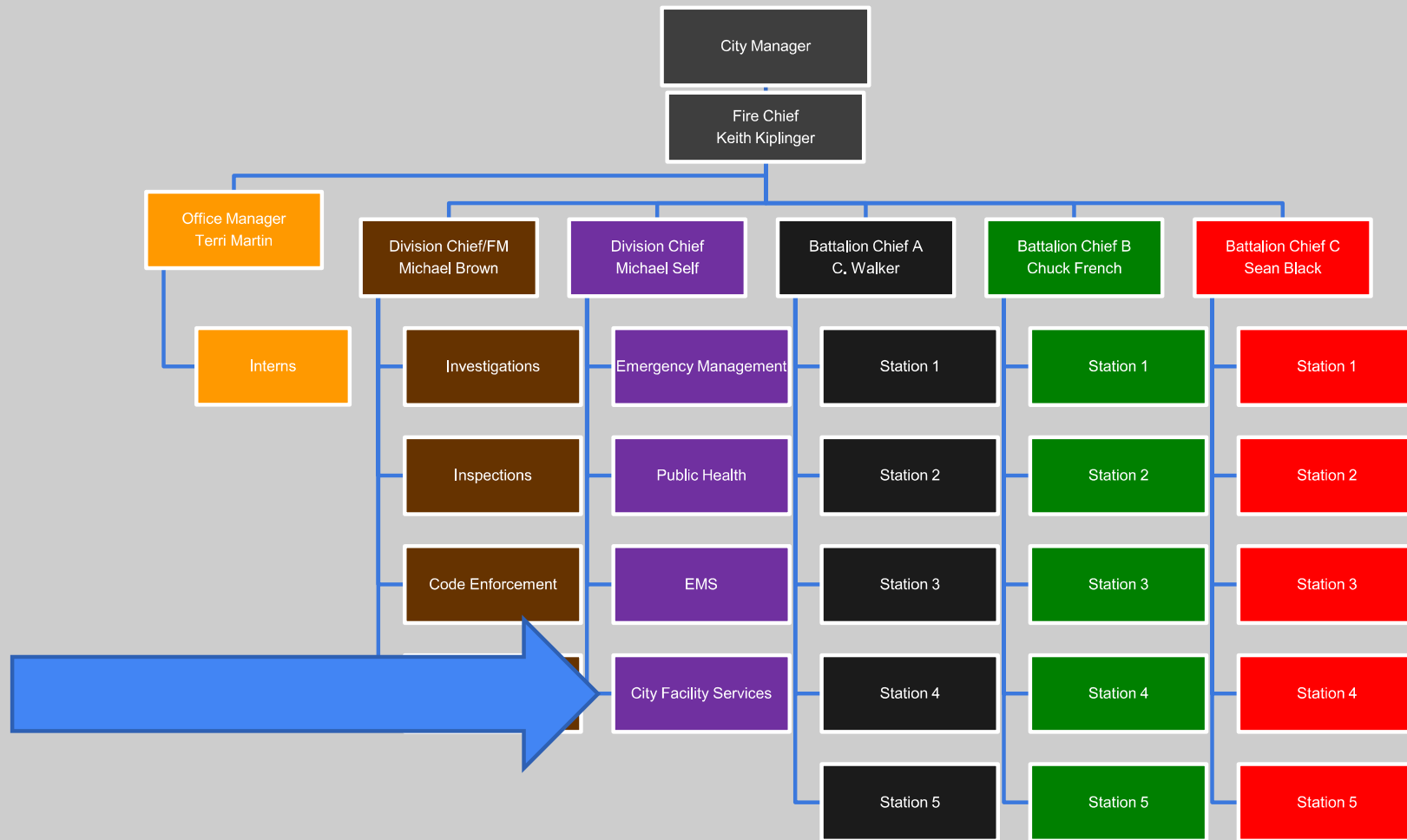
Post Covid Service Changes:

Increased focus on sanitation and decontamination of facilities to ensure public health and safety.

Full Time Employee Summary

	Total 20-21	Vacant	Total 21-22
Facilities Supervisor	1	0	1
Facilities Laborer	1	1	1
Maintenance Custodian	4	0	4
Total	6	1	6

Current Organizational Chart



Facility Services Proposed Budget

Expenses	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$361,322	\$318,263	\$335,277	\$327,330
Supplies & Materials	\$13,153	\$7,630	\$9,310	\$9,470
Maintenance	\$15,875	\$25,995	\$25,000	\$25,000
Contractual Services	\$3,265	\$3,865	\$3,725	\$3,815
Total	\$393,614	\$355,753	\$373,312	\$365,615

Questions?



Exhibit B



Inspection Services

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- Supported COVID response
- Effectively modified operations for safety
- Effectively supported winter storm recovery

Future Goals

- Begin pro-active code enforcement
- Increase property values in the community
- Improving online access to permitting
- Improve public perception of processes
- Provide the highest level of service while enforcing codes and regulations

Operational and Service Level Issues



- Lack of adequate staffing for code enforcement
- Permit & licensing software challenges
- Rapidly changing code environment

Service Level Changes

3/12/20 – City begins precautionary measures to reduce COVID -19 risk

3/14/20 – Modified inspections of restaurants and construction for public safety

3/27/20 – Began providing public health information and lockdown regulations for businesses

COVID response continues utilizing best practices for public health and safety

Pre-Covid Services:

Code enforcement, nuisance abatement, building/electrical/mechanical/plumbing inspections.

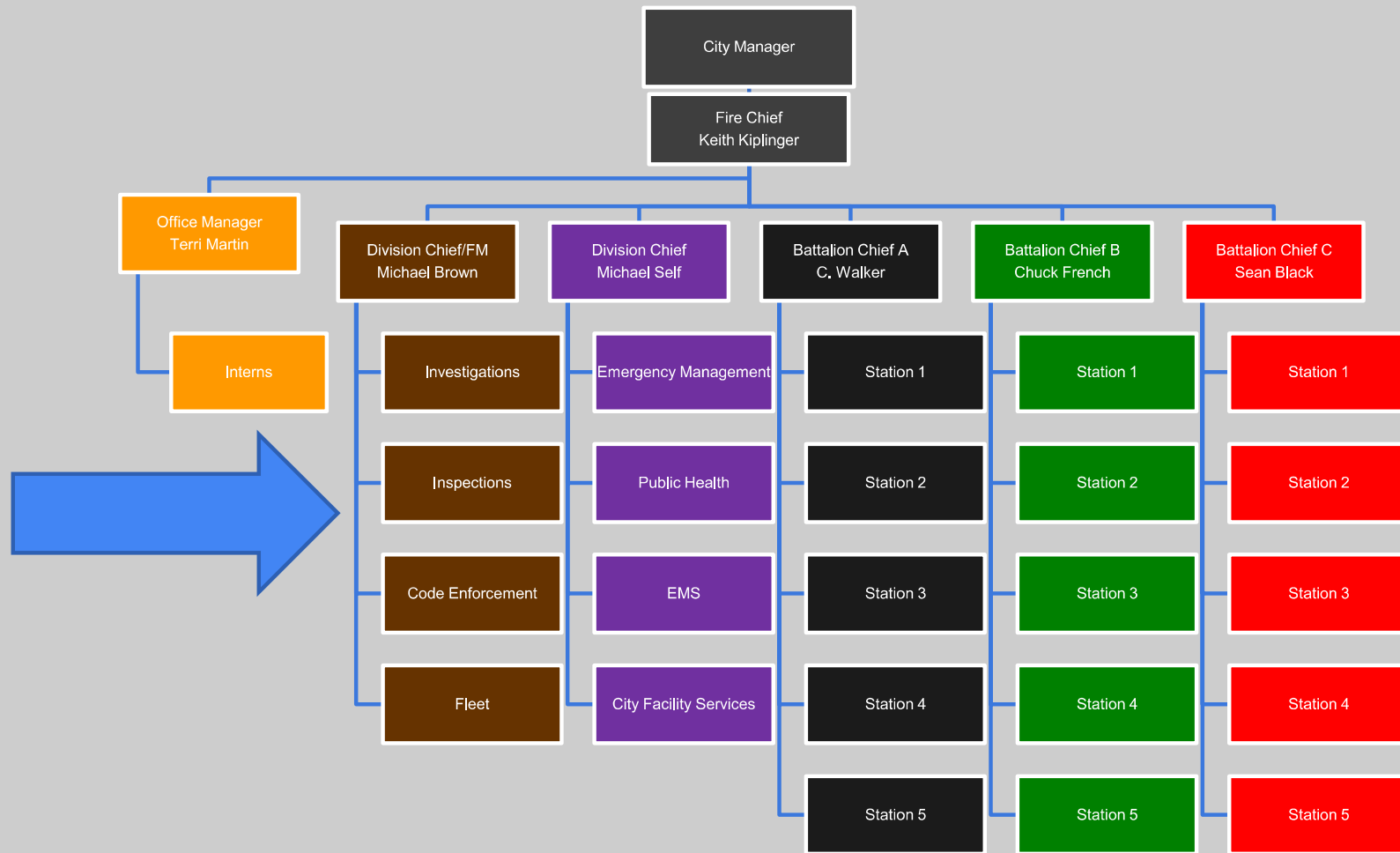
Post Covid Service Changes:

Modified the manner in which we conducted inspections and pivoted as local, state and federal COVID regulations changed and were modified.

Full Time Employee Summary

	Total 20-21	Vacant	Total 21-22
Building Official	1	1	1
Technical Inspector	1	1	1
Code Enforcement Ofc.	1	0	1
Health Inspector	1	0	1
Permit Technician	1	0	1
Total	5	2	5

Current Organizational Chart



Inspection Services Proposed Budget

Expenses	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$ 301,390	\$ 322,817	\$ 334,822	\$ 357,460
Supplies & Materials	\$ 10,818	\$ 7,424	\$ 8,535	\$ 10,600
Maintenance	\$ 12,348	\$ 14,857	\$ 17,250	\$ 16,500
Contractual Services	\$ 31,478	\$ 31,668	\$ 73,375	\$ 73,924
Total	\$ 356,034	\$ 376,766	\$ 433,982	\$ 458,484

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Unfunded	Funded	Total
Code Enforcement Enhancement (Supervisor, 1 FTE, 2 PTE)	\$ 86,100		\$ 86,100
Building Official Truck	\$ 36,000		\$ 36,000
Code Enforcement Vehicles (2)	\$ 50,000		\$ 50,000

Note: One vehicle and 1 FTE for code enforcement to be funded by Solid Waste fund to combat illegal dumping. (\$54,200 & \$25,000)

Questions?



Exhibit C



Fire & Rescue

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- COVID-19 Response
- February Storm Response
- Fire Station Location Study
- Responded to 3040 calls for service
- Average emergency response time 5.44 min

Future Goals

- Resume Life Safety Surveys
- Resume Public Education efforts
- Complete Fire Station Location planning
- Develop equipment replacement plan
- Seek grant funding for staffing & equipment
- Initiate TFCA Best Practices Recognition

Operational and Service Level Issues



- Aging apparatus & facilities
- Lack of a dedicated training facility
- Focus on COVID-19 prevention, response & safety
- Need for improved communications & partnerships in the community
- Pivot by firefighters to non-traditional duties

Service Level Changes

3/12/20 – City begins precautionary measures to reduce COVID -19 risk

3/14/20 – Modified Medical Response

3/27/20 – Ambulances relocated for health & safety

COVID response continues utilizing increased decontamination

Pre-Covid Services:

Life Safety Surveys, public education, in-person training, response to all 911 medical calls in the City, fire stations open to public.

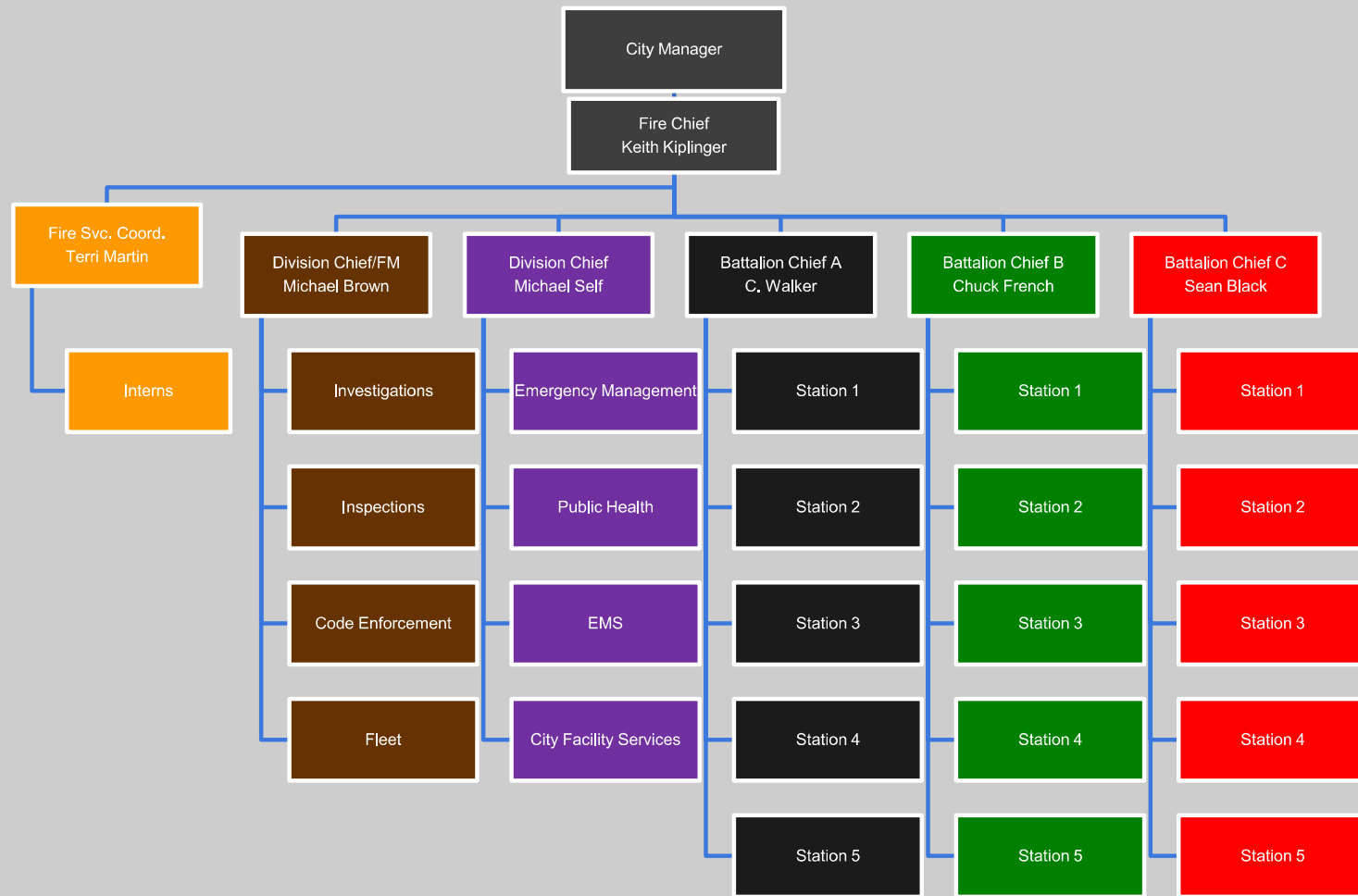
Post Covid Service Changes:

Suspended Life Safety Surveys, public education, reduced in-person training, limited response to critical 911 medical calls, closed fire stations for firefighter & public safety, dedicated staff to preparation, response and mitigation of COVID-19 community impacts (COVID public health monitoring, COVID Call Center, COVID Testing, COVID Vaccine Clinics).

Full Time Employee Summary

	Total 20-21	Vacant	Total 21-22
Firefighter	21	0	21
Driver/Engineer	15	0	15
Captain	15	0	15
Battalion Chief	3	0	3
Admin. Captain	1	0	1
Division Chief	2	0	2
Equipment Tech.	1	0	1
Intern	0.5	0	0.5
Fire Services Coordinator	1	0	1
Fire Chief	1	0	1
Total	60.5	0	60.5

Current Organizational Chart



Fire & Rescue Proposed Budget

Expenses	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$ 5,996,915	\$ 5,732,659	\$ 5,693,814	\$5,852,497
Supplies & Materials	\$ 185,820	\$ 161,884	\$ 185,500	\$ 213,069
Maintenance	\$ 152,086	\$ 159,111	\$ 150,548	\$ 152,790
Contractual Services	\$ 104,672	\$ 95,531	\$ 151,153	\$ 132,986
Total	\$ 6,439,493	\$ 6,149,185	\$ 6,181,015	\$6,351,342

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Total
Fire Ladder Tower Truck	\$ 1,500,000
Fire Admin. Vehicle Replacement	\$ 37,000
Firefighter SAFER Grant	-

Note: Proposed SAFER grant to increase staffing by 3 firefighters consistent with the station location study recommendations and contingent upon FEMA grant availability and Council approval at the time of the grant announcement.

Questions?





Municipal Court

Budget Presentation 2021-2022



Accomplishments and Future Goals



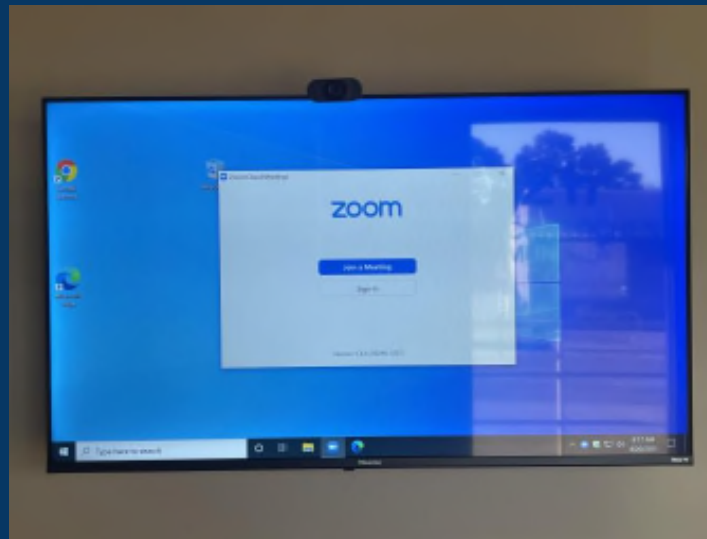
2020-2021 Accomplishments

- Transitioned to a virtual court – all cases filed are given virtual hearings (including bench trials)
- Installed protective glass in courtroom allowing for in-person hearings as well as virtual
- Provided Zoom access for Defendants for court hearings
- Implemented a Warrant Amnesty program
- Will be implementing Scofflaw program to stop vehicle registration by Defendants who have not paid their tickets

Future Goals for Municipal Court

- Jury trials under the Office of Court Administration guidelines
- Website that has more information more easily available to citizens
- Implement a Warrant Forgiveness Program in place of Warrant Roundup
- Continue to operate as both a in-person and hybrid virtual court under OCA guidelines

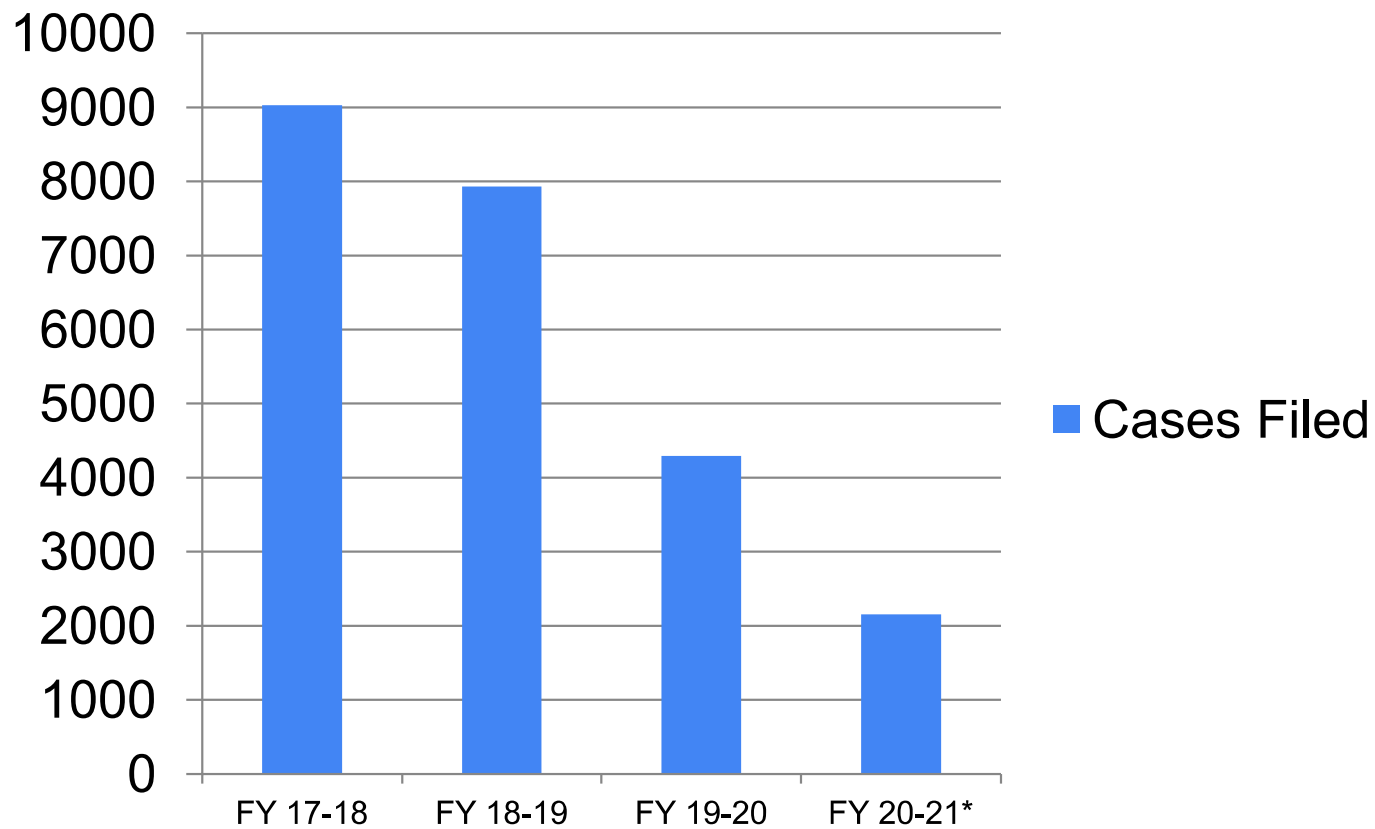
Operational and Service Level Issues



- It will be challenging to operate as a hybrid court over the next several years. Zoom hearings take much more time than in-person proceedings.
- Over the past year, we have successfully operated virtually without creating a large backlog.
- We have been able to provide Zoom access for all types of hearings in order to give all Defendants equal access to hearings, including providing free Zoom access for Defendants at the court.

Operational Data

Cases Filed with the Court by NPD



Service Level Changes

March 2020 – city closes to public - court continues to process tickets virtually

June 2020 – court hearings resume via telephonic hearings 5 days a week

October 2020 – Zoom court hearings through license obtained from Office of Court Administration

Court operates as a hybrid court with both in-person and Zoom hearings

Pre-Covid Services:

The court had in-person court proceedings only.

Post Covid Service Changes:

The court transitioned from a traditional court to a virtual court. While the public could not physically enter the building while the city was “closed”, the court staff continued to work at the court and process tickets, answer phone calls and emails, and process payments during the entire pandemic. By June 2020, all tickets were given a virtual court date and court hearings resumed five days a week. Now the court operates as a hybrid court both in-person and virtually.



Full Time Employee Summary

Municipal Court	Total FY 20-21 FTE's	Vacant	Approved Refills	Total FY 21-22 FTE's
Management	1	0	0	1
Operational	3.5	.5	.5	3.5
Total	4.5	.5	.5	4.5

Vacant Position

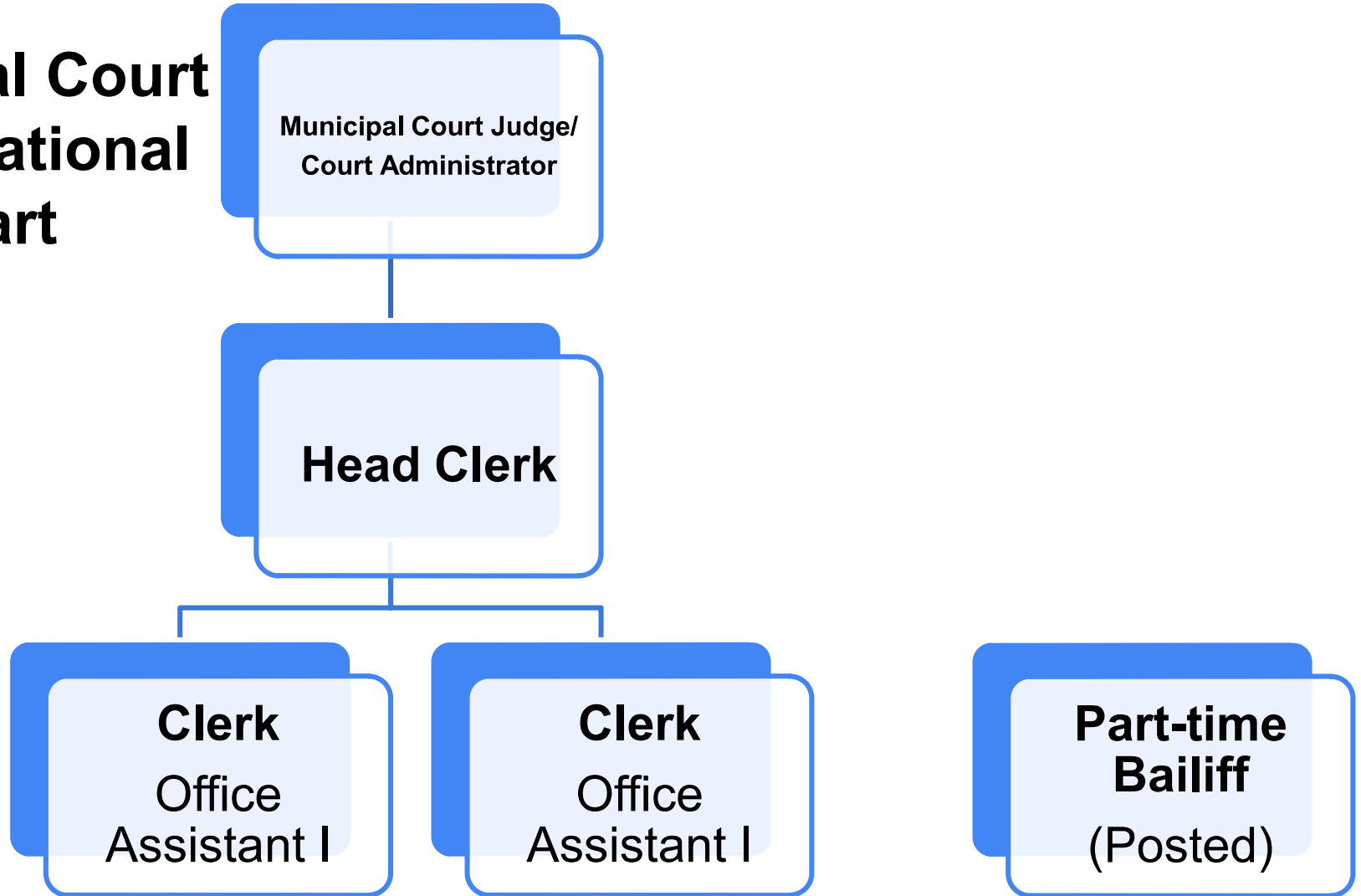
Part-time Bailiff

Approved Refill

Part-time Bailiff



Municipal Court Organizational Chart



Municipal Court Proposed Budget - Revenue

Revenue	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2020-21 Estimate	FY 2021-22 Proposed
Fines and Fees	\$690,739	\$467,948	\$525,000	\$355,000	\$400,000
Restricted Revenue	\$46,834	\$32,034	\$34,250	\$27,500	\$29,750

Municipal Court Proposed Budget - Expenses

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$304,167	\$189,690	\$166,691	\$250,012
Supplies & Materials	\$5,605	\$5,520	\$5,370	\$5,370
Maintenance of Structures & Equip	\$2,712	\$12,477	\$20,740	\$22,090
Contractual Services	\$15,924	\$11,493	\$19,707	\$19,858
Total	\$328,408	\$219,180	\$212,508	\$297,330
Restricted Fund Expenses	\$53,182	\$29,730	\$42,711	\$31,750

Questions?

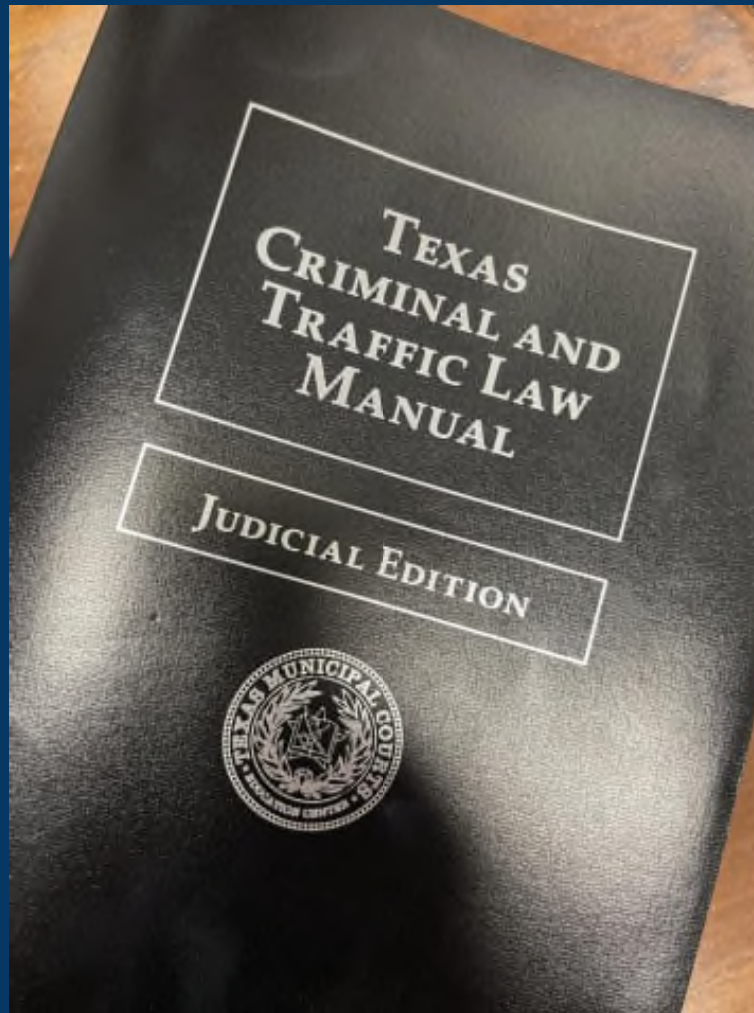


Exhibit E



Economic Development

Budget Presentation 2021-2022



Accomplishments and Future Goals

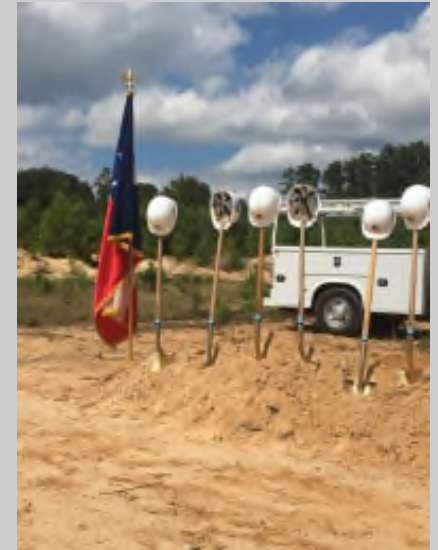


2020-2021 Accomplishments

- Spanish entrepreneur program
- Administered Nac CARES
- I-69 advocacy
- Preliminary EDA funding for Center for Applied Research & Rural Innovation
- 1st Restaurant Week
- Kiwi grant
- Technology Action Plan kickoff



Future Goals



- Rebranding
- Support of Comprehensive Planning
- Retail study
- Technology Action Plan
- Affinity entrepreneurship
- Targeted recruitment for targeted properties

Operational and Service Level Issues



- Change in philosophy – workforce attraction, not smokestack chasing
- 2020 consisted primarily of ensuring the survival of existing small businesses
- New partnerships developed, new market data sources, closer connection with existing small businesses

Service Level Changes

3/13/20 – City implements precautionary measures to reduce COVID -19 risk

3/13/20 – Staff working rotating WFH schedules

July – Staff returns to normal schedule

COVID response continues with constant contact and trouble shooting with small businesses

Pre-Covid Services:

Focused on workforce development, business recruitment, business expansion, and entrepreneurship.

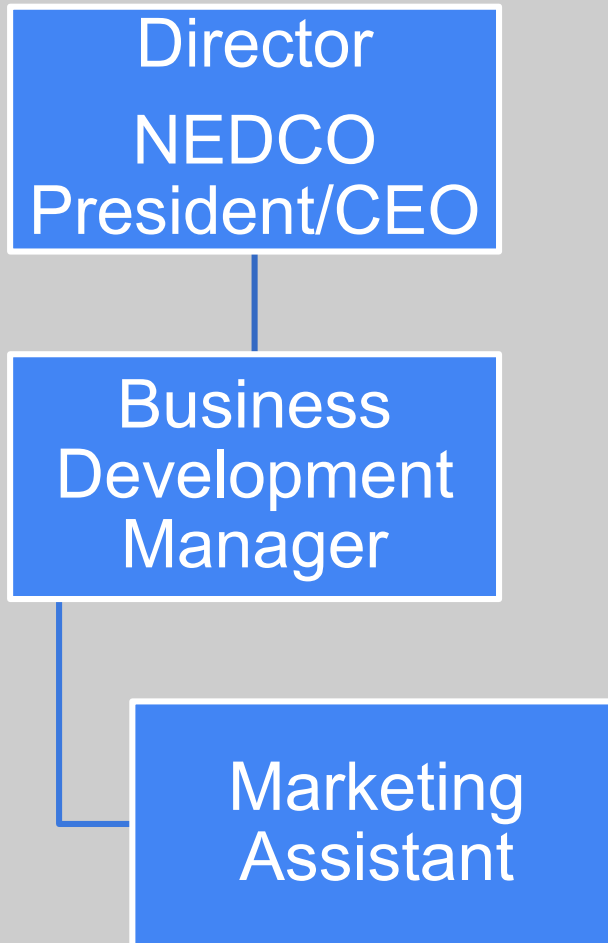
Post Covid Service Changes:

Focused on existing business support, business communication, workforce support, and entrepreneurship.

Full Time Employee Summary

Title of Position	FY 2020-2021 FTE	Vacant	FY 2021-2022 FTE
Director	1	0	1
Business Development Manager	1	0	1
Marketing Assistant	1	0	1
Total FTE	3	0	3

Current Organizational Chart



Economic Development Proposed Budget

Revenue	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
City Contribution	\$95,000	\$95,000	\$95,000	\$120,000*
County Contribution	\$32,500	\$32,500	\$32,500	\$32,500
Membership Funding	\$180,361	\$172,000	\$172,000	\$172,500
Interest	\$13,163	\$15,980	\$7,500	\$3,750
Total Revenue	\$321,024	\$299,500	\$306,000	\$328,750
In Kind from the City	\$13,000	\$13,000	\$13,000	\$13,000

Economic Development Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$244,168	\$245,861	\$256,787	\$262,236
Administration	\$45,816	\$30,169	\$33,170	\$33,200
IT	\$1,315	\$1,692	\$1,950	\$2,050
Programming	\$6,213	\$63,435	\$20,223	\$25,264
Marketing	\$8,514	\$7,219	\$8,000	\$6,000
Total	\$306,026	\$348,376	\$320,130	\$328,750

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
Rebranding, Increased Marketing, Trade Show Attendance, Data Subscription		\$25,000	\$25,000
Total		\$25,000	\$25,000

Questions?





Convention & Visitors Bureau

Budget Presentation 2021-2022



Accomplishments and Future Goals

2020-2021 Accomplishments

- Executed COVID-aware drive-in movie events at airport using funds raised through sponsorship
- Increased racial diversity representation in print marketing and crafted socially responsible messaging amid COVID safety protocols
- Assumed lead role in Special Events Permitting for city and implemented a new permitting process
- Planned and Executed outdoor concert, per council direction, with a second concert planned for July 24th
- Created and maintained a digital, inclusive community calendar available via web or app
- Created and maintained private Facebook group for hoteliers to ease and encourage communication
- Designed and supplied monthly and weekly promotional event collateral for hotel common areas
- Organized partner relationships to create stay and play packages for guests and visitors



Future Goals

- Build more events with a cultural focus
- Seek funding for next tier options with app that would include Augmented Reality for use with our historic assets
- Reinstate 9 Flags Festival
- Coordinate efforts with Parks and Recreation to grow and advance sports tourism in Nacogdoches
- Seek a more affordable CMS website host that also offers online ticketing functionality
- Convert current filming room to a podcast studio and produce a monthly Visit Nacogdoches podcast
- Create and maintain a database that would match up mural artists with businesses who are eligible for and desire to have a mural installed on their building in an effort to build up our inventory of interesting and iconic photo backdrops.

Operational and Service Level Issues

- Repair demands of our historic building are becoming prohibitively costly
- Recovery of tourism/hospitality industry from the effects of pandemic is an unknown variable
- Current hotel and convention space limits the number and size of meetings we qualify to bid
- Guaranteed remittance of local hotel occupancy from short term rental properties within city limits requires individual legal agreements with each rental platform (VRBO, Air BnB, etc) which are timely and difficult to secure.
- Several postponed conferences are not eligible to reschedule due to their site selection process
- Current funding for large-scale special events is limited

Service Level Changes

March 2020 – city closes to public – Visitor Center staff answers calls, fulfills requests for information

May 2020 – Visitor Center opens to public with amended hours to allow for disinfecting

November 2020 – COVID safety protocols allow for vetted community events

April 2021 – postponed groups begin rescheduling. Day and overnight visitors increase

Pre-Covid Services:

Visit Nacogdoches actively sought out groups to bring meetings to town and had extended hospitality services for guests in the visitor center such as complimentary coffee

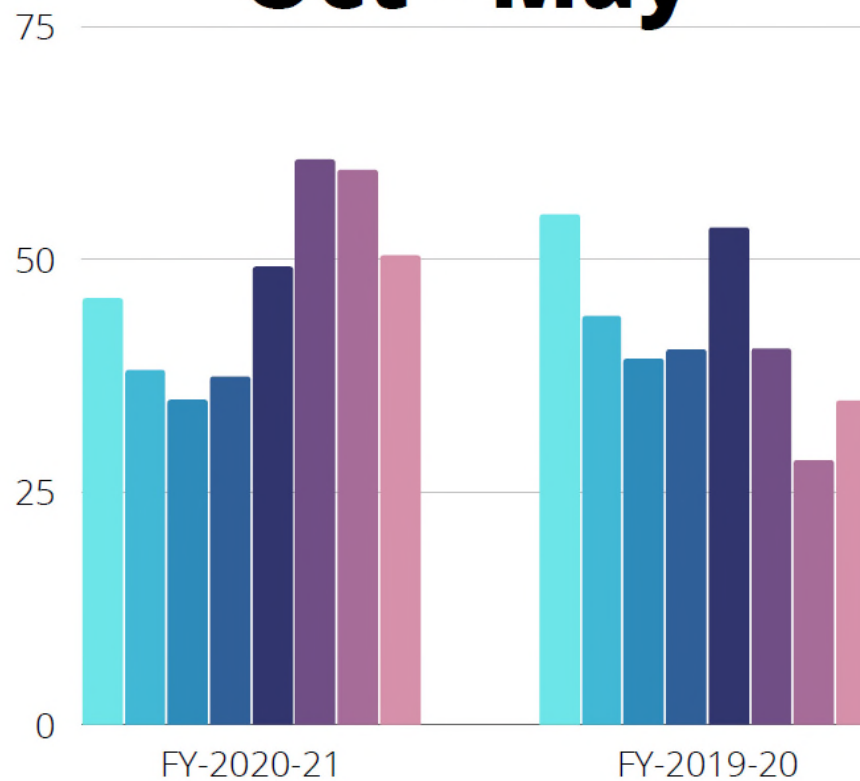
Post Covid Service Changes:

Visit Nacogdoches took on a more community-forward instead of visitor-forward approach. We organized self guided tours and hunts for families and travel pods to partake in safely and implemented the “We Bend Not Break” campaign to bolster morale. While the public could not physically enter the building while the city was “closed”, the staff continued to work answering phone calls and emails, and processing requests for information during the entire pandemic. By March 2021, Hotel Occupancy had returned to pre-pandemic levels.

Operational Data

Hotel Occupancy

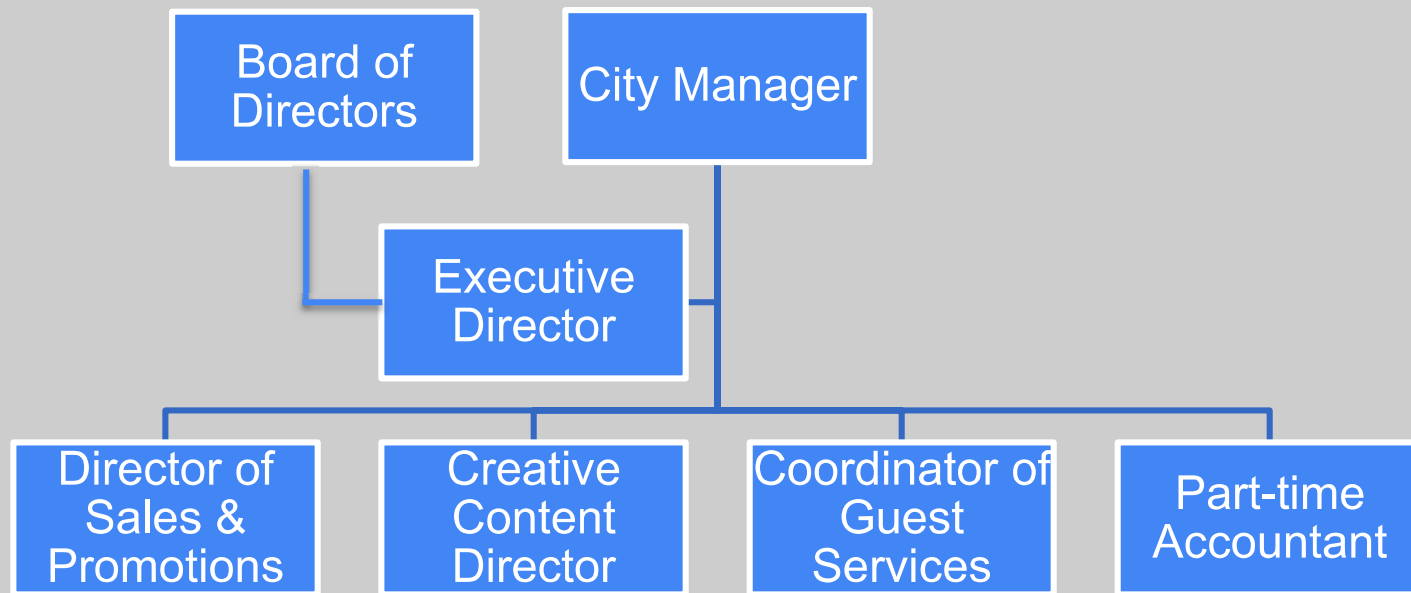
Oct - May



Full Time Employee Summary

Visit Nacogdoches	Total FY 20-21 FTE's	Vacant	Approved Refills	Total FY 21-22 FTE's
Management	1	0	0	1
Operational	3.5	0	0	3.5
Total	4.5	0	0	4.5

Current Organizational Chart



Visit Nacogdoches Proposed Budget - Revenue

Revenue	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Occupancy Tax	\$522,269	\$465,997	\$342,570	\$435,000
City Subsidy	\$0	\$0	\$108,600	\$66,400
Brick Sales	\$2,150	\$2,750	\$1,500	\$2,200
Interest Income	\$572	\$392	\$400	\$150
Merchandise Sales	\$18,288	\$14,264	\$14,000	\$18,000
Misc & Events	\$7,764	\$1,098	\$1,000	\$3,500
Reserves	\$80,000	\$20,000	\$20,800	\$23,600
Totals	\$631,043	\$504,501	\$488,870	\$548,850

Visit Nacogdoches Proposed Budget - Expenses

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$295,480	\$286,716	\$307,500	\$327,805
Administration	\$98,811	\$69,432	\$61,400	\$67,245
Sales	\$5,806	\$2,595	\$1,000	\$2,000
Marketing	\$177,114	\$146,085	\$99,200	\$134,200
Visitor Services	\$40,782	\$18,249	\$19,770	\$17,600
Totals	\$617,993	\$523,077	\$488,870	\$548,850

Questions?



NACOGDOCHES POLICE DEPARTMENT



Budget Presentation 2021-2022

Accomplishments and Future Goals



2020-2021 Accomplishments

- Activated the Emergency Operations Center and successfully implemented the ICS with other city departments.
- Improved the sex offender process by expanding compliance checks.
- Our emphasis has been to develop a new style of recruiting, followed by training of existing and new personnel.
- Communications is now fully staffed with great strides in Patrol staffing.

Future Goals for NPD

- Achieve full officer staffing in 2020-2021.
- Increase community outreach.
- Reinstitute the recidivism project.
- Reap benefits from newly formed Crime Intelligence Committee.
- Create a Citizens on Patrol program.
- Start a summer Teen Academy program. (July 2021)
- Create a Lake Patrol officer position. (July 2021)
- Comprehensive management study

Operational and Service Level Issues



- Short staffing in all areas to include Special Operations, CID and Patrol.
- The pandemic brought about less public contact, less training for officers, more crime and stagnant criminal cases due to court backlog.
- The ice storm of 2021 produced unprecedented challenges that suspended all normal police operations in lieu of serving the community in untraditional roles.

Service Level Changes

March 2020 – City implements precautionary measures to reduce COVID -19 risk to officers as well as citizens

April 2020 – The County Jail limited offender intake

September 2020- Due to staffing shortages and Covid-19 specialty units were moved to Patrol to supplement the roster

March 2021- Officer's pro-activity resumed with caution

Pre-Covid Services:

All call for services, traffic enforcement and pro-active contacts were handled in a traditional in-person manner.

Post Covid Service Changes:

All calls for service continued to be answered utilizing social distancing, over-the-phone report taking, wearing mask upon citizen contact and decontamination techniques. Most pro-active work was ceased except in blatant and dangerous situations to include traffic enforcement, most narcotic investigations, and many public relations activities.

Full Time Employee Summary

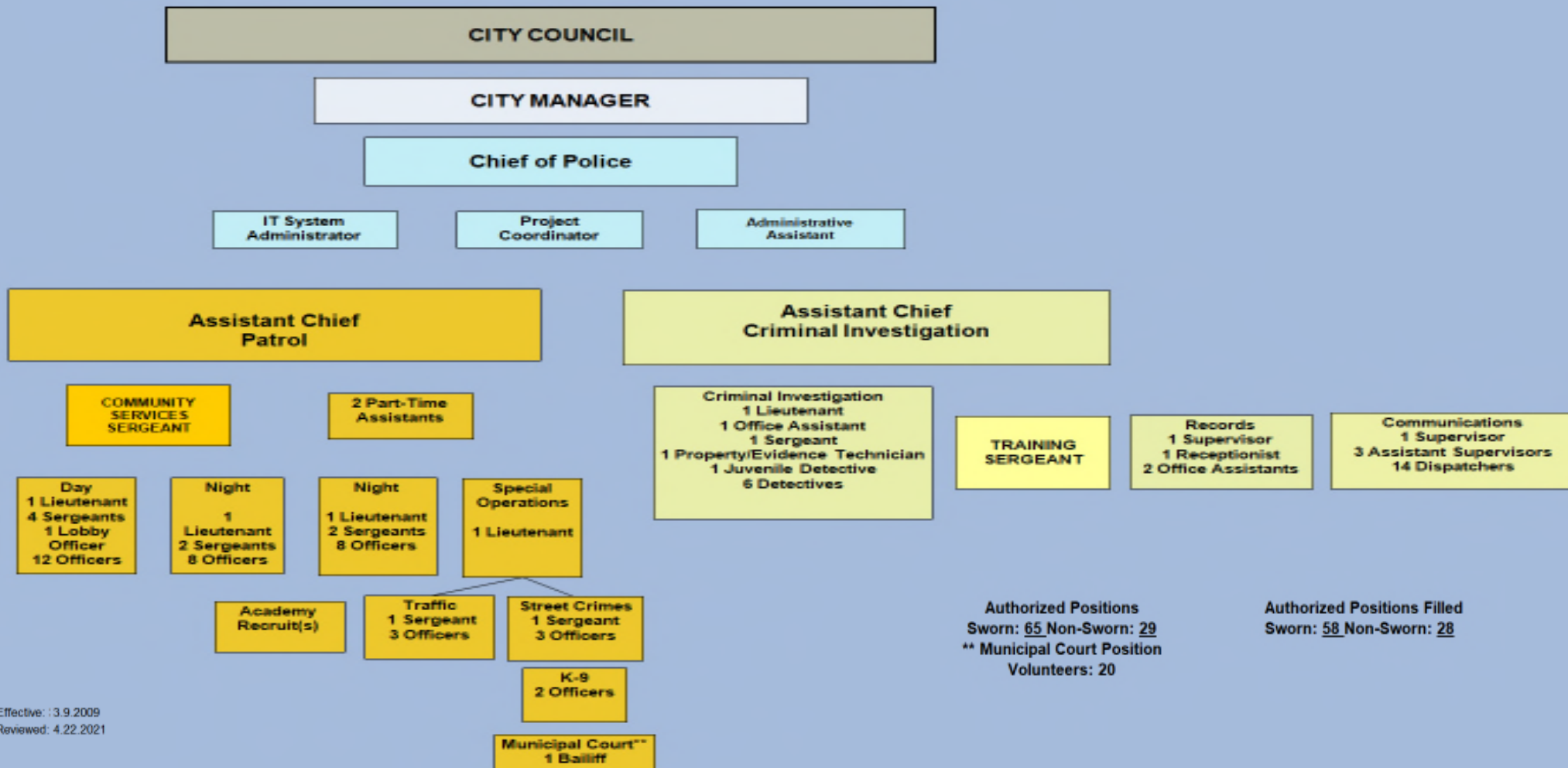
Division	Total 20-21	Vacant	Total 21-22
Administration	9	0	8
CID	11	2	11
Patrol	51*	5*	51*
Dispatch	18	0	18
Records	4	0	4
Total	93	7	93

*Includes 3 officers held out of budget

Not included are 2 new positions requested but not yet funded (Quartermaster & Lieutenant)

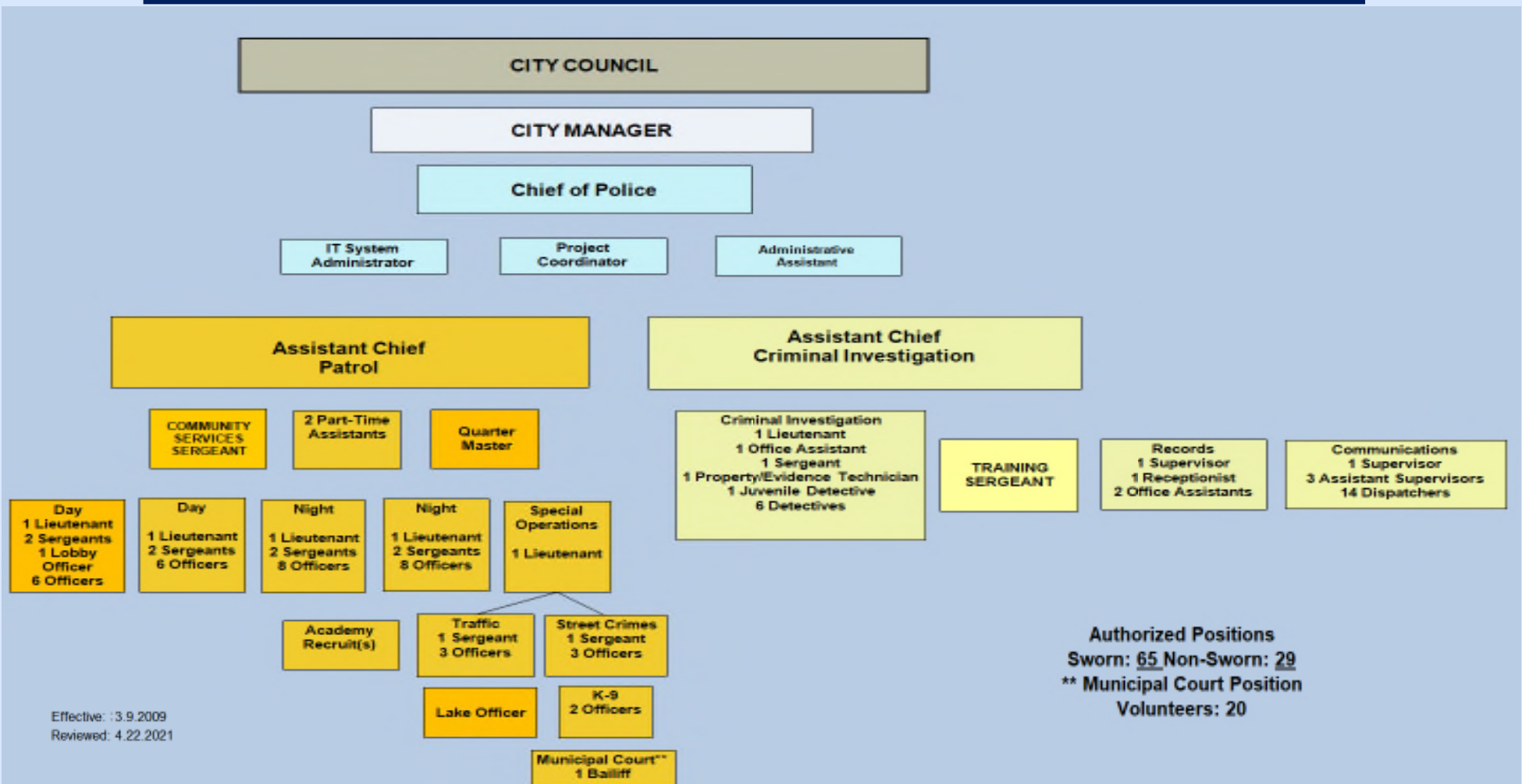


Current Organizational Chart



Effective: 11.9.2009
Reviewed: 4.22.2021

Proposed Organizational Chart



Police Department Proposed Budget

Expenses	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$ 8,018,633	\$ 7,196,739	\$ 7,878,486*	\$7,710,616
Supplies & Materials	\$ 276,138	\$ 214,217	\$ 260,070	\$ 288,650
Maintenance	\$ 181,276	\$ 200,627	\$ 208,100	\$ 214,730
Contractual Services	\$ 221,007	\$ 180,607	\$ 205,662	\$ 214,091
Total	\$ 8,697,054	\$7,792,190	\$ 8,552,318	\$8,428,087

* Includes budget amendments for Storm OVT and multiple retirement payouts

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Not Funded	Funded	Total
Personnel: Quartermaster (with benefits)	\$48,000		\$48,000
Personnel: Lieutenant (with benefits)	\$109,000		\$109,000
Annual Vehicle Replacement		\$400,000	\$400,000
Total	\$157,000	\$400,000	\$557,000

Questions?



Exhibit H

Nacogdoches
the oldest town in Texas



A.L. MANGHAM, JR. REGIONAL AIRPORT

PRESENTED BY JOE CEFALU, AIRPORT MANAGER

ACCOMPLISHMENTS



Replaced numerous inoperable lights with LED bulbs for energy conservation.

Installed Stormwater Testing Sites to facilitate more timely sampling.

Purchased AvGAS Sump Saver that saves over \$7000/year in waste fuel.

Garnered acceptance from Airport Advisory Board of New Airport Terminal Construction Plan.

Facilitated, advised and promoted the new SFA Flight School program.

Opened the Airport to several community organizations for non-aviation activities.

FUTURE GOALS



AIRPORT BUDGET PRESENTATION | JUNE 2021

AIRPORT CONSTRUCTION & MAINTENANCE

- To successfully champion the acceptance of the new Terminal Plan by TxDOT/FAA and begin construction within five years.
- Resurface the runway within five years.

COLLABORATE WITH THE COMMUNITY

- Continue to pursue projects with the Airport Advisory Board, and build rapport with pilots and the local community.
- Assist in the success of the new SFA Flight School and the construction of facilities to accommodate the same.

COVID-19 IMPACT

Pandemic Response

The Covid-19 pandemic required immediate and dynamic changes to operational response by the Airport.

Policy changes were occurring at an immediate pace as to follow CDC initial guidelines. Adapting to such dynamic conditions has reinforced flexibility on service delivery.



COVID-19 IMPACT

Pandemic Response

- During COVID the Airport facilitated air shipments of COVID-19 tests to be evaluated.
- Accepted military helicopter shipments of water and MRE meals during the ice storm.

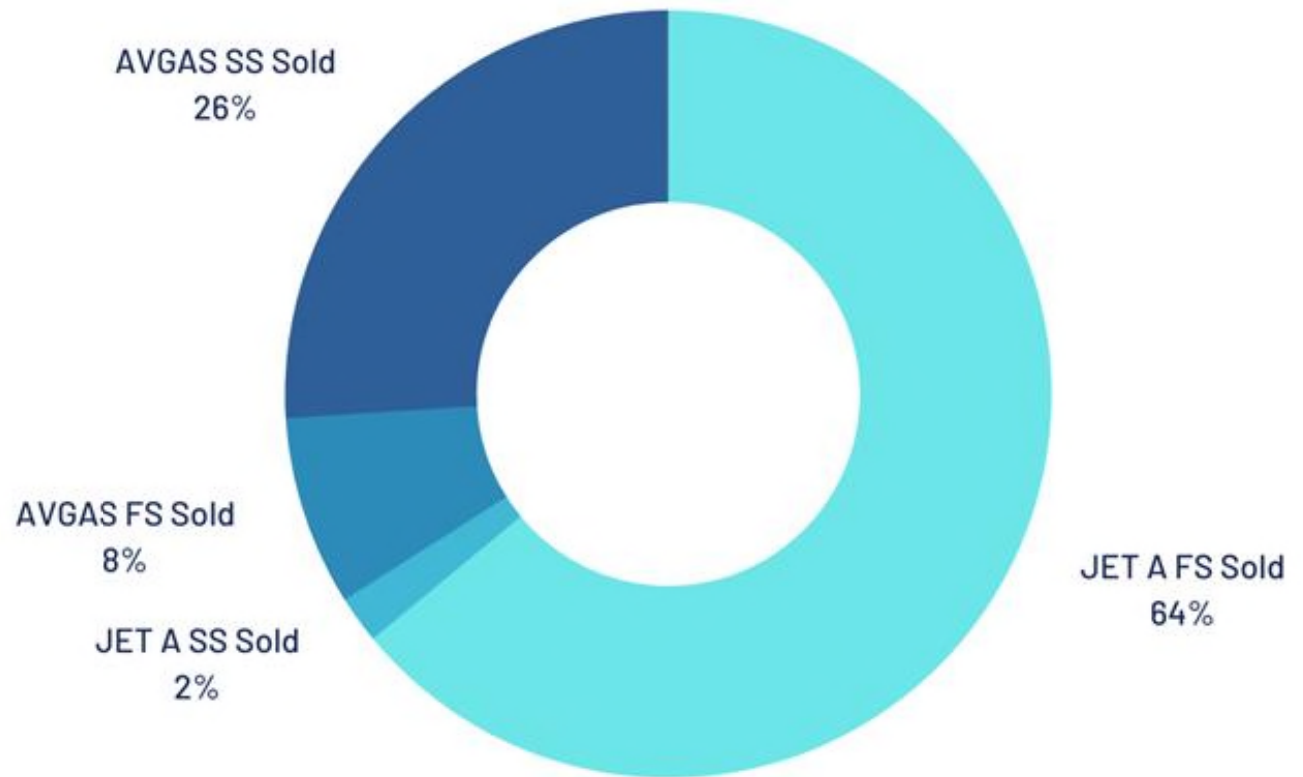
AIRPORT BUDGET PRESENTATION | JUNE 2021

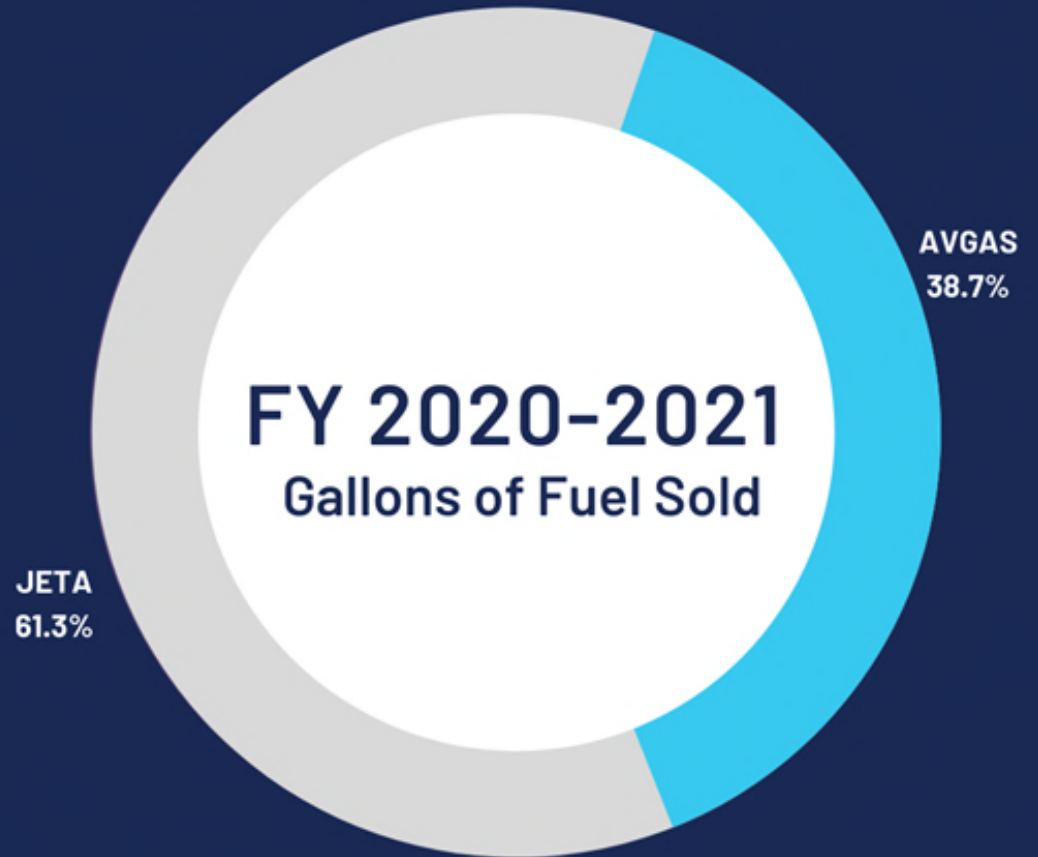
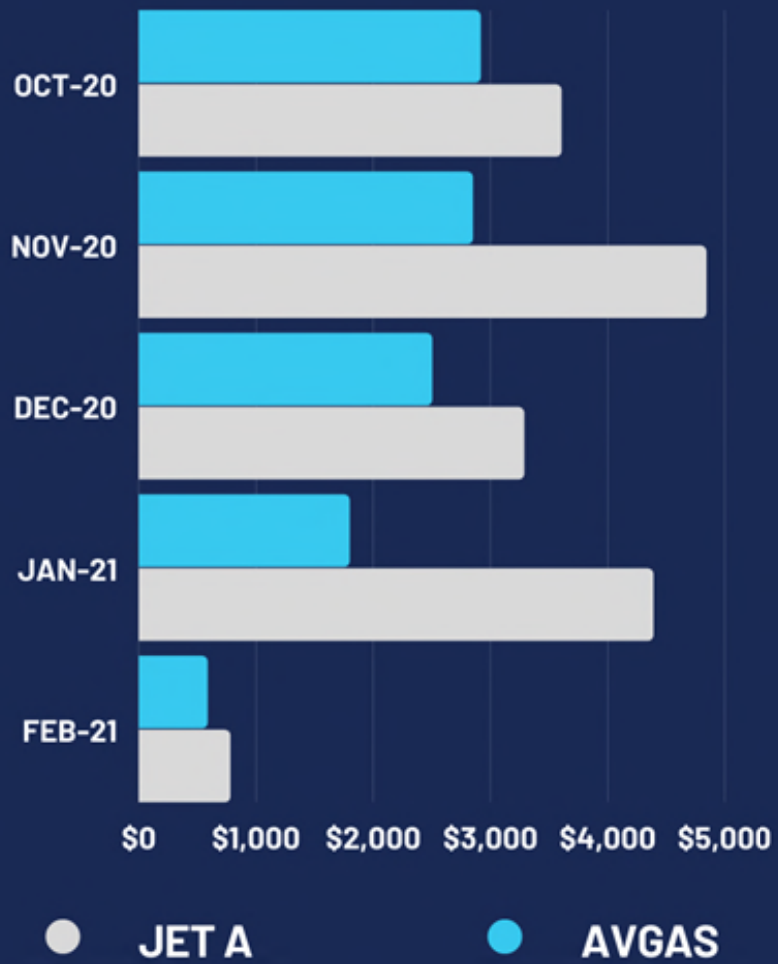


FULL TIME EMPLOYEE SUMMARY

FUEL SALES

FY2021 Breakdown by Service





Airport FBO Proposed Budget - Revenue

Revenue	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Fuel Sales	\$368,464	\$337,405	\$354,500	\$354,500
Hangar Leases	\$30,247	\$35,096	\$30,000	\$35,000
Misc	\$16,805	\$0	\$1,000	\$500
Interest Income	\$290	\$261	\$100	\$350
Transfers	\$100,000	\$50,000	\$100,000	\$100,000
Total	\$515,806	\$422,762	\$485,600	\$490,350

Airport FBO Proposed Budget - Expenses

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$150,107	\$172,226	\$161,356	\$166,075
Supplies	\$261,584	\$216,878	\$264,500	\$264,500
Maintenance	\$5,853	\$3,977	\$6,500	\$6,500
Contractual Services	\$43,174	\$30,766	\$48,236	\$49,450
Total	\$460,719	\$423,847	\$480,592	\$486,525

Thank You!

ANY QUESTIONS?

Please contact Joe Cefalu, Airport Manager
(936) 560-9567 | cefaluj@ci.nacogdoches.tx.us



Budget Presentation 2021-2022



Accomplishments and Future Goals

2020-2021 Accomplishments

- Completed design and construction of 2020 Paving Project
- Oversaw the design and construction of 10,400 LF new sanitary sewer lines and 4,830 LF new water lines
- Managed 5 major Drainage Improvements Projects
- Developed GIS drone survey program



Future Goals for Engineering

- Provide cross country utility inspection using drones
- Begin landfill expansion program – permit revision
- Start design for major trunk sewer line replacement projects on Lanana and Banita Creeks
- Develop drainage utility fee proposal
- Continue oversight of paving and utility projects

Operational and Service Level Issues

- **Issues facing the Engineering Department:**
 1. Lack of staff
 2. Increasing work load demands from Program Management
 3. Keeping up with regulatory changes
 4. Outdated ordinances and development standards
- **Engineering Department's emphasis over the last several months:**
 1. Preliminary concepts for proposed major infrastructure improvement programs
 2. Assisting in winter storm recovery efforts
 3. Developing new and updated capital project inventory
- **Innovations/efficiencies developed in the Engineering Department:**
 1. Drone topographic surveying
 2. New technology for automated street evaluations



Service Level Changes

Pre-Covid Services:

- Staff hosted all meetings in person

Post-Covid Service Changes:

- Incorporated technology upgrades to allow for virtual meetings
- Made outdoor public bid openings an option to allow for social distancing and still meet regulations

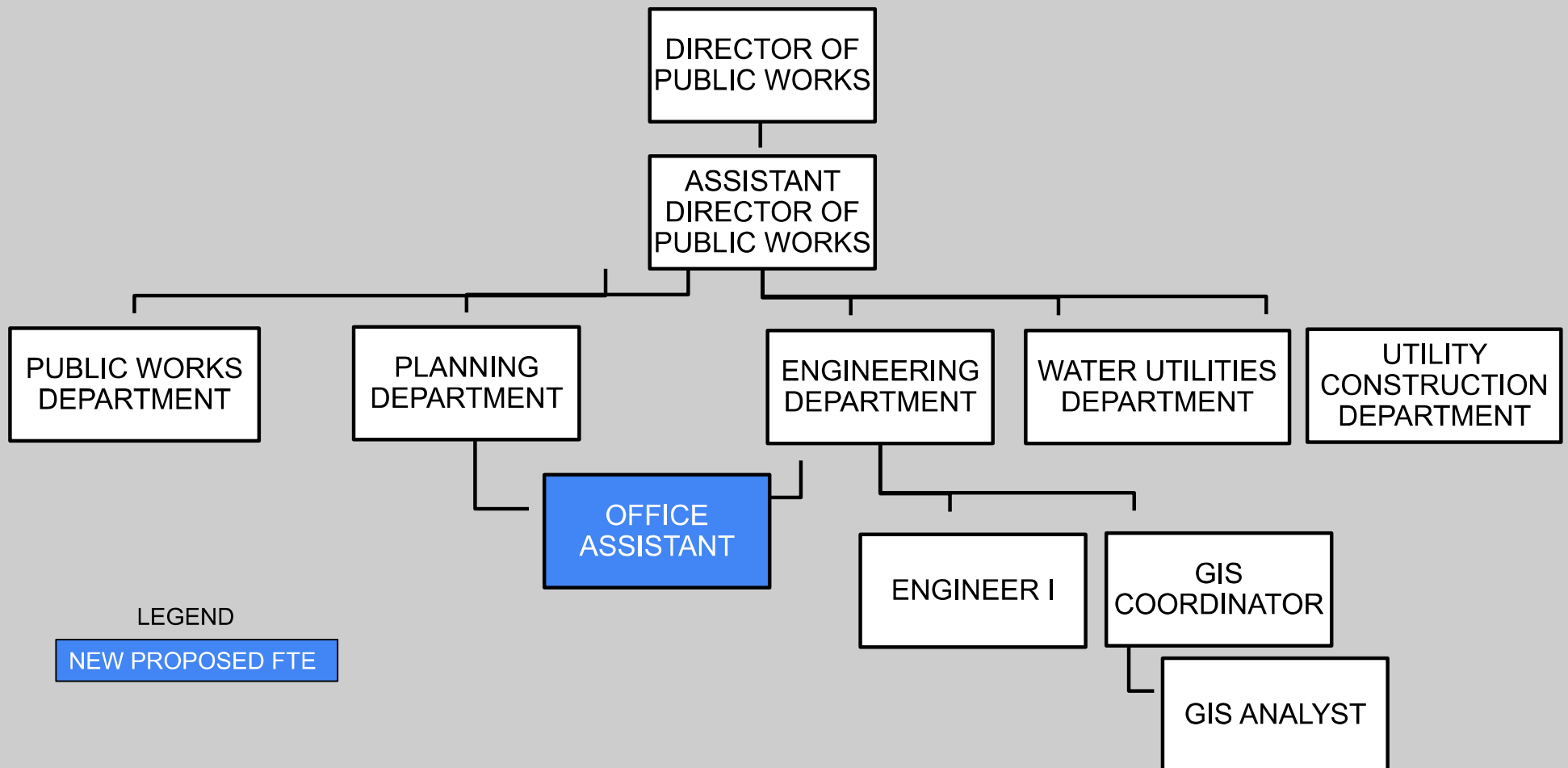


Full Time Employee Summary

Division	Total FY 20-21 FTE's	Vacant	Total FY 21-22 FTE's
Dir. Public Works / City Engineer	1		1
Asst. Dir. Public Works / Asst. City Engineer	1		1
Engineer in Training	1	1	1
GIS Coordinator	1		1
GIS Analyst	1		1
Office Assistant (share with P&Z)	0	.5	.5*



Organizational Chart



Engineering Department Proposed Budget – Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$577,501	\$421,891	\$430,500	\$518,672
SUPPLIES	\$8,677	\$28,981	\$4,920	\$4,700
MAINTENANCE	\$37,577	\$37,580	\$39,200	\$39,200
CONTRACT SERVICES	\$10,211	\$6,835	\$27,049	\$26,983
TOTAL	\$633,966	\$495,287	\$501,669	\$589,555

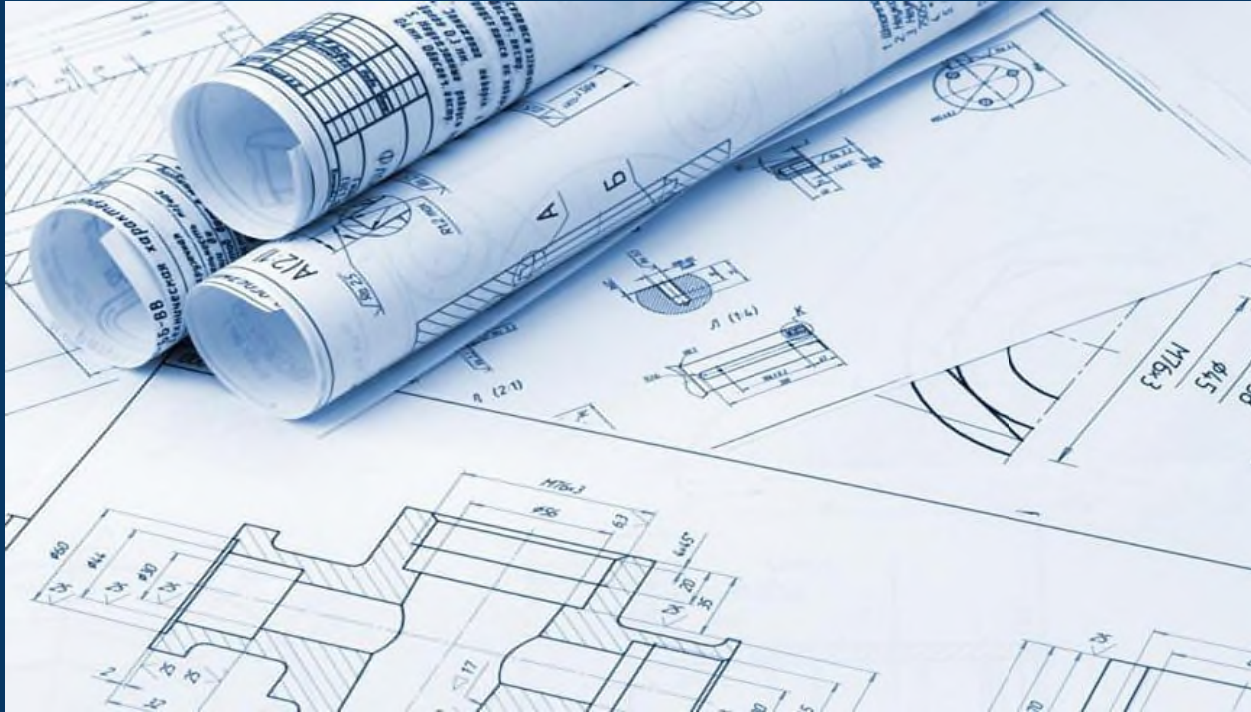
FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
Office Assistant II (Shared with P&Z)	\$23,000		\$23,000

Questions?



Exhibit J



Planning & Zoning

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- Transitioned to “hybrid” Staff, P&Z and ZBA meetings
- ZO Amendment – Screening & Tree Preservation
- Additional public notice and outreach strategies
- Additional resources in PDM Notes
- Presentation of long range studies
- Comprehensive Plan & Downtown Master Plan – RFQ & Finalists Interviews

Future Goals for Planning & Zoning

- Monthly Newsletter & Development List
- Office Assistant – FT
- Complete Development Review Process Assessment
- PDM Survey
- P&Z Commission Training – Conferences
- Comprehensive Plan & Downtown Master Plan – Process Underway

Operational and Service Level Issues



Annual increases in zoning & permit applications.



Challenging to continue current service levels.

Increased public notices & engagement.



Increased staff workload.

Virtual/remote access for public meetings.



Operated virtually without project delays.

Service Level Changes

March 2020 –
City closes to public

November 2020 –
Public meetings resume
(hybrid)

March 2021 –
New public notices

Summer 2021 –
Comprehensive Plan Update

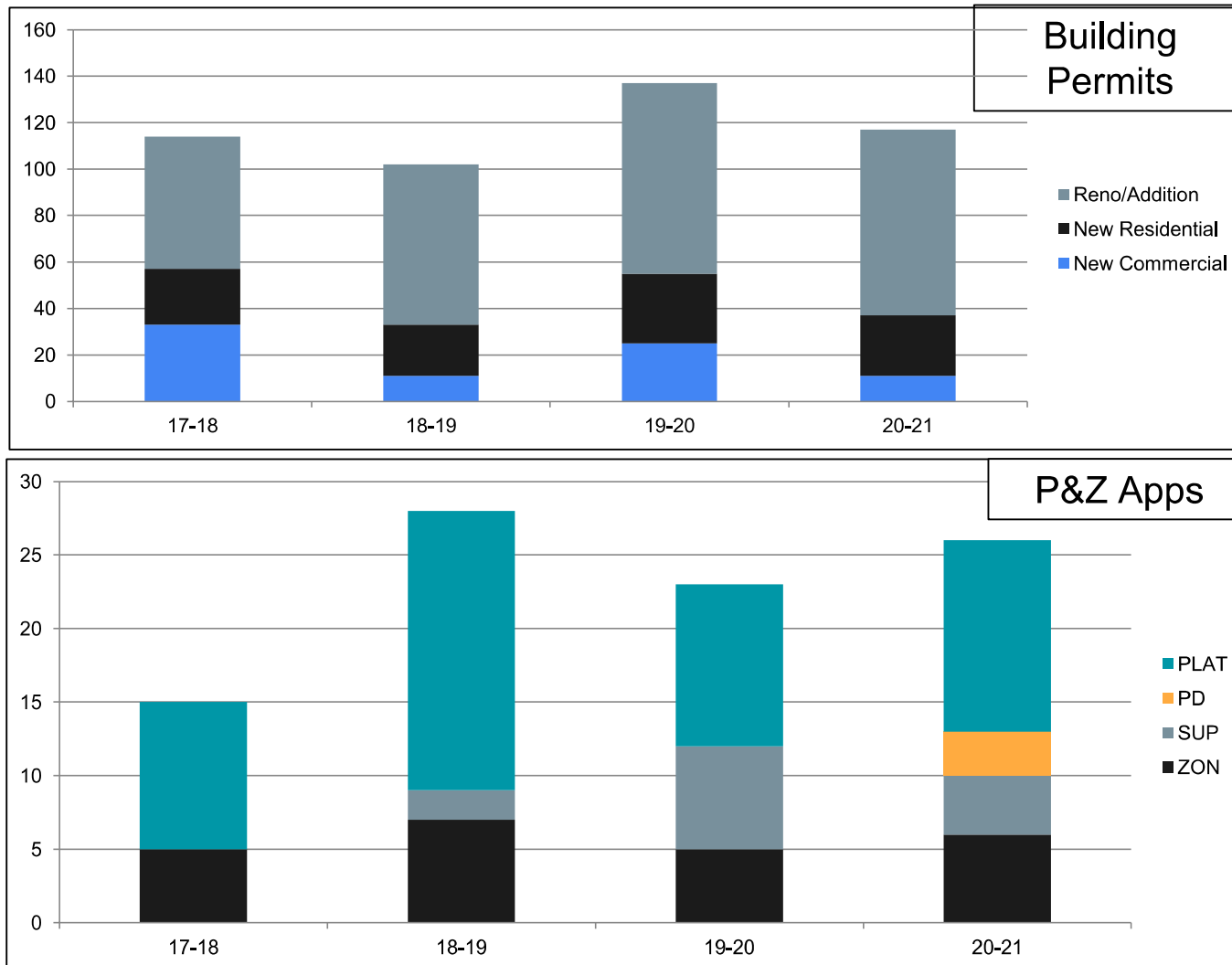
Pre-Covid Services:

- All Staff and public meetings were in-person only.
- Public hearing notices, followed State regulations.

Post Covid Service Changes:

- All Staff and public meetings now operate as “hybrid” meetings.
- Public hearing notices expanded.
- During City Hall closure, Staff continued to provide regular services.

Operational Data



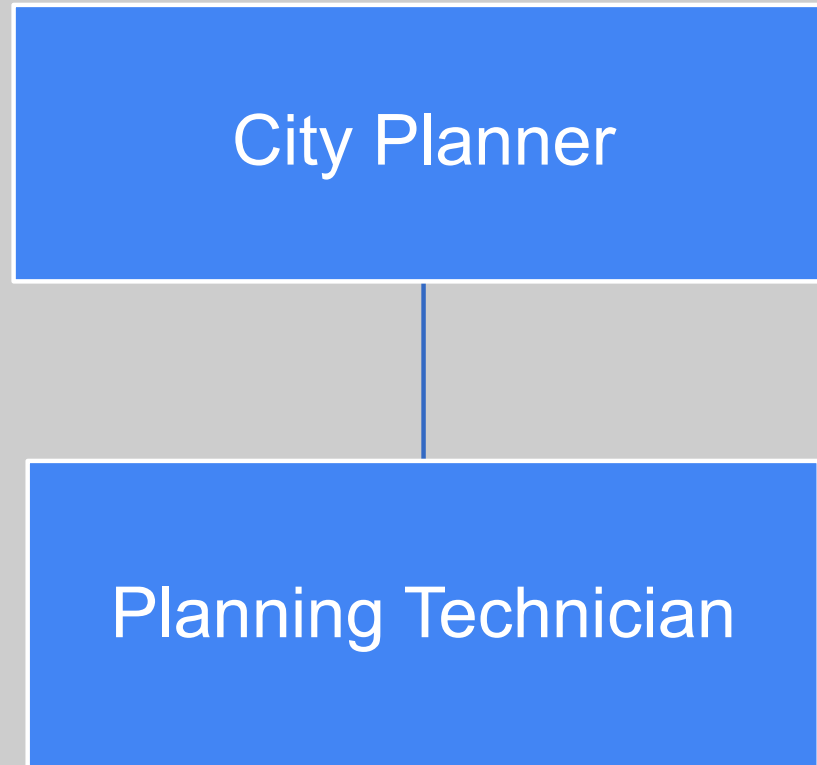
Full Time Employee Summary

Planning & Zoning	Total FY 20-21 FTE's	Proposed	Total FY 21-22 FTE's
Management	1	0	1
Operational	1	.5	1.5
Total	2	.5	2.5

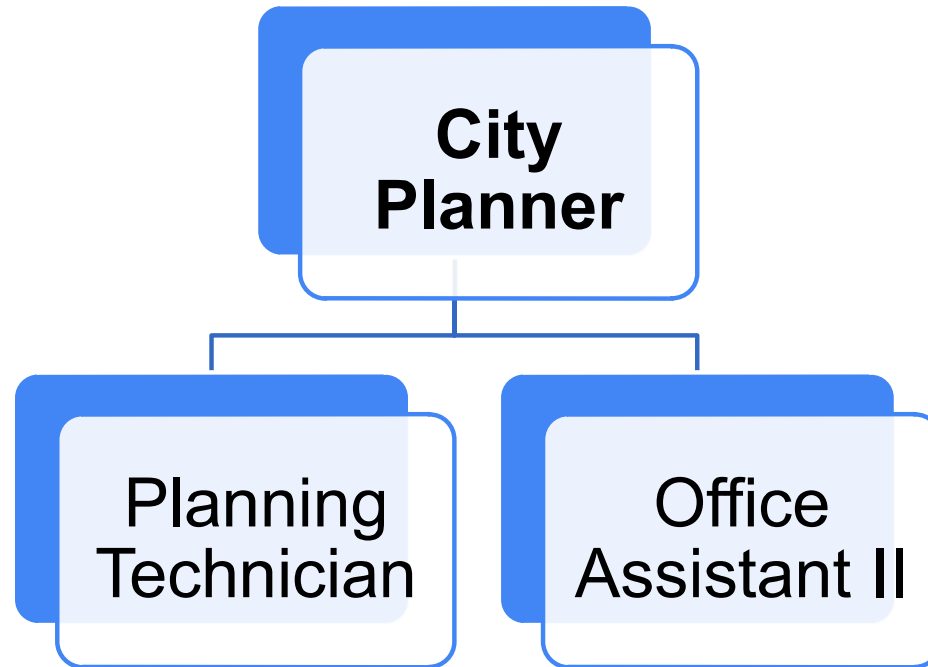
Proposed Position

Engineering/Planning Office Assistant – Full Time

Current Organizational Chart



Proposed Planning & Zoning Organizational Chart



Planning & Zoning Proposed Budget - Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$194,061	\$148,582	\$182,166	\$185,553
SUPPLIES	\$504	\$2,244	\$300	\$700
MAINTENANCE	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$6,422	\$8,982	\$9,312	\$11,807
TOTAL	\$200,987	\$159,808	\$191,778	\$198,060

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Not Funded	Funded	Total
Personnel: Office Assistant II (shared w/ Engineering)	\$23,000		\$23,000
Total	\$23,000		\$23,000

Questions?

Exhibit K



Public Works

Budget Presentation 2021-2022



Accomplishments and Future Goals



ACCOMPLISHMENTS

- Completed 7 paving projects.
- Completed 6 restriping projects.
- Cleared approx. 10 mi of R.O.W. with Boom Mowing.
- Mow & maintain state R.O.W. Inside the city.
- Patch truck used approx. 1000 ton repairing potholes.
- Street Sweeper swept approx. 350 miles of streets
- Continued Storm Sewer repairs from storms.
- Assisted Departments with Projects & special events.

FUTURE GOALS

- Focus on paving City facilities & Intersections.
- Reduce accidents through driver simulators training.
- TEEX Traffic Control training for Street division.
- Curb and Gutter cleaning & maintenance
- Install traffic bollards downtown for additional pedestrian safety during events.

Operational and Service Level Issues

Issues facing the Public Works Department

- Inadequate staffing in Streets Divisions.
- Aging equipment - excessive down time and repair cost.
- Competitive pay to retain quality employees.

Public Works Department's emphasis over the last several months

- Maintain enough staffing to keep all department operational during COVID and severe weather events.
- Continue to cross train employees to work in other divisions to keep City services functioning during employee shortfalls.

Innovations/efficiencies developed in the Public Works Department

- Utilizing new cloud-based work order system to track and prioritize crews.
- Improve customer service thru Nac 311 where residents can track the progress of their request.
- Evaluating Sweeper and Asphalt Patch Truck routes in efforts to utilize time more effectively.

Service Level Changes

March 2020 – Public Works building closes to Public.

March 2020 – Public Works crews construct Traffic Control Layouts for Covid testing centers at SFA Nursing School & Hospitals.

May 2020 - Public Works used as storage facility for Covid related mask and safety PPE supplies

Jan 2021 - Breakdown and Removal of traffic control devices at testing facilities .

Pre-Covid Services:

- Public Works continues operations and City services as normal

Post-Covid Service Changes:

- Public Works operations were impacted by reduced personnel levels from infected employees.
- Crews were separated for safety measures causing shortage of available vehicles and equipment.

Service Level Changes

Services:

- Currently Public Works is under staffed. Customer service is below desired levels.
- Street Department reduced from 15 to 11 employees. Unable to pave streets using in-house labor.
- Public Works relies on outsourced contractors to complete small paving projects.
- Street crews diverted to the landfill in an effort to keep in compliance.

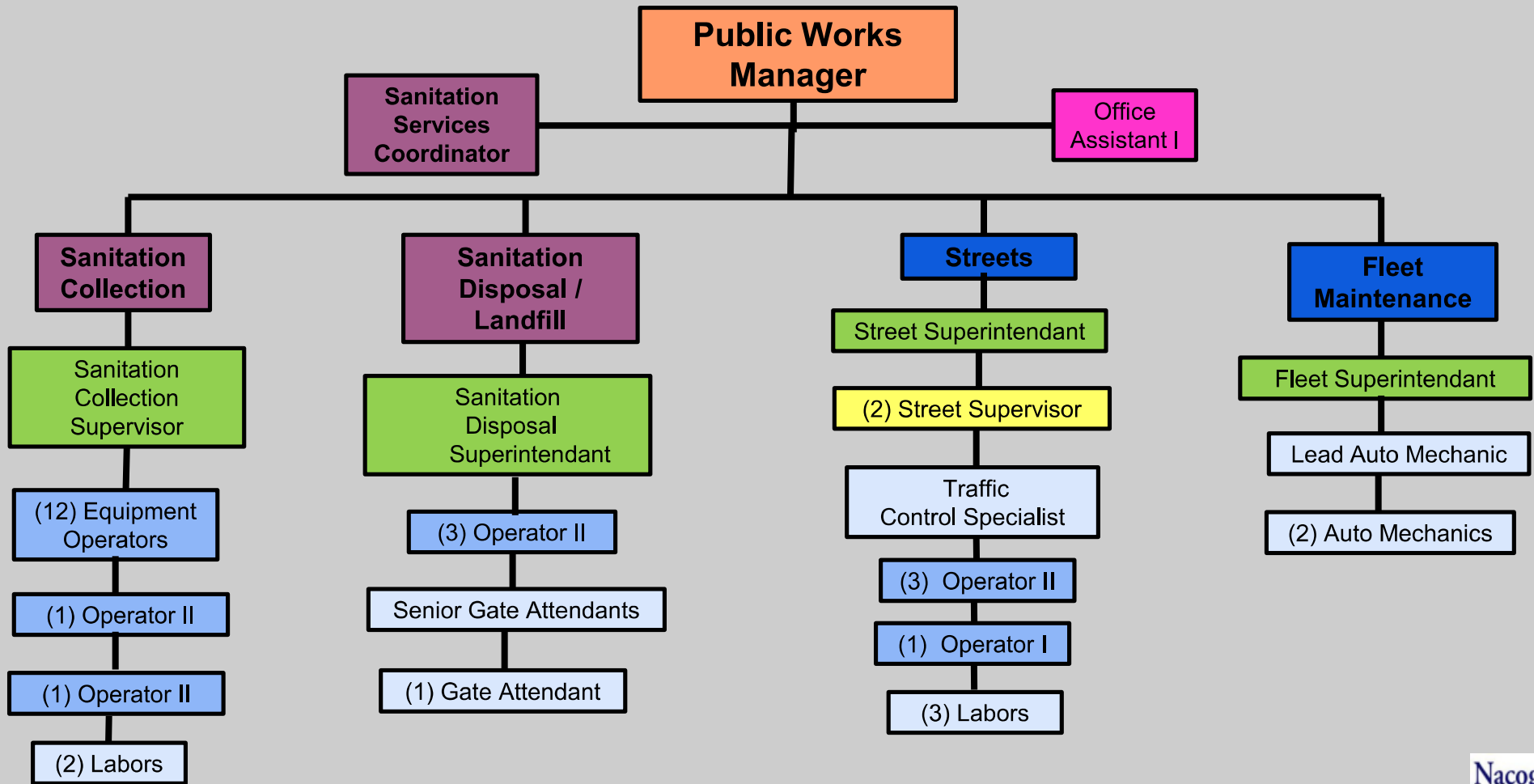
Service Changes:

- Additional Street personnel are needed to improve the level of service to our citizens.
- Utilize contractors for most all street paving projects.

Full Time Employee Summary

Public Works	Total FY 2020-2021 FTE #	Vacant	Total FY 2021-2022 FTE #
Public Works Administration & Sanitation Services	3	0	3
Streets	11	0	11*
Fleet Maintenance	4	0	4
*Does not includes Requested additions			

Current Organizational Chart



Vehicle Maint Proposed Budget

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$315,904	\$270,545	\$268,470	\$270,591
SUPPLIES	\$22,532	\$13,627	\$23,000	\$17,100
MAINTENANCE	\$8,093	\$11,645	\$12,300	\$12,510
CONTRACTUAL SERVICES	\$9,991	\$6,532	\$6,496	\$8,260
TOTAL	\$356,520	\$301,809	\$310,266	\$308,461

Public Works Admin Proposed Budget

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$225,396	\$209,313	\$219,885	\$223,943
SUPPLIES	\$2,267	\$2,978	\$3,600	\$6,600
MAINTENANCE	\$1,548	\$1,350	\$1,550	\$7,408
CONTRACTUAL SERVICES	\$13,921	\$14,402	\$18,850	\$35,893
TOTAL	\$243,132	\$228,043	\$256,655	\$273,844

Streets Proposed Budget

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$692,725	\$768,323	\$712,311*	\$686,444
SUPPLIES	\$64,001	\$61,698	\$74,725	\$74,900
MAINTENANCE	\$150,333	\$155,838	\$293,300	\$295,800
CONTRACTUAL SERVICES	\$56,459	\$58,263	\$126,780	\$127,940
TOTAL	\$963,518	\$1,044,122	\$1,207,116	\$1,185,084
* Includes OVT for Winter Storm				

Public Works Proposed Personnel Changes

Supplemental Personnel Packages	Un-Funded	Funded	Total
Street Division (<i>street sweeper option</i>) Operator I w/ benefits package	\$ 38,730		\$ 38,730
Street Division (<i>x 2 replacment positions</i>) Laborer w/ benefits package	X 2= \$35,133.26 \$70,267		X 2= \$35,133.26 \$70,267
Street Division (<i>replacment position</i>) Operator I w/ benefits package	\$ 38,730		\$ 38,730
Street Division (<i>replacment position</i>) Operator II w/ benefits package	\$47,072		\$47,072
Estimated Total	\$ 194,799		\$ 194,799

Public Works Capital Expense Budget

Capital Expense General Fund	Un-Funded	Funded	Total
Public Works <i>Listed in order of Priority</i>			
Forklift	\$ 35,000		\$ 35,000
Wash Bay	\$ 40,000		\$ 40,000

Public Works Capital Expense Budget

Capital Expense General Fund	Un-Funded	Funded	Total
Street Division <i>Listed in order of Priority</i>			
Sign Shop Truck (replacement)	\$ 55,000		\$ 55,000
Crew Truck (replacement)	\$ 55,000		\$ 55,000
Bucket Truck (shared by all departments)	\$ 150,000		\$ 150,000
TMA (trailer mounted attenuator - crash barricade)	\$ 23,000		\$ 23,000
Street Sweeper (may be funded thru Utilities under clean water act)	\$ 275,000		\$ 275,000

Questions?



ICE STORM 2021



Sanitation

Budget Presentation 2021-2022



Accomplishments and Future Goals



ACCOMPLISHMENTS

- Service approx. 8200 Residential Customers.
- Service Approx 1200 Commercial Customers.
- Continue Residential Curbside Grass & Leaf Pickup.
- Continue Residential Curbside Brush Collection.
- Removed approx. 100,000 yds of Storm Damage Debris.
- Moved landfill operation to Block "P".
- Continue Recycling Efforts & Cardboard Baling Program.
- Sanitation crews collected SFA garbage a total of 43 days in 2019 – 2020 budget year.



FUTURE GOALS

- Start process for new landfill Permit – Increasing lifespan approximately 40 years.
- Repave or Repair Internal access roads within the Landfill.
- Continue storm damage debris removal as a result of residential tree die off's & pruning.
- Optimize Sanitation Collection routes.
- Implement software to streamline collection.
- Reduce accidents through driver simulators training and addition backing sensors.

Operational and Service Level Issues

Challenges facing the Sanitation Operations

- Inadequate staffing in Landfill Division.
- Aging Equipment - excessive down time and repair cost.

Sanitation Division emphasis over the last several months

- Maintain enough staffing to keep all collection and Landfill Disposal operation functioning during COVID and severe weather events.
- Continue to cross train employees to work in other divisions to keep City services functioning during employee shortfalls.

Innovations/efficiencies developed in the Sanitation Division

- Evaluating brush, leaf, residential collection routes in efforts to utilize time more effectively.
- Utilizing new cloud-based work order system to track and prioritize crews.
- Improve customer service thru Nac 311 where residents can track the progress of their request.

Service Level Changes

March 2020

Sanitation operations were impacted with several Covid Cases

April 2020

Landfill closes for Public Drop off

May 2020

Landfill Reopens Public Drop- off

February 2021

Landfill operations were impacted by several Covid Cases

Pre-Covid Services:

- Sanitation continued operations and City services as normal

Post-Covid Service Changes:

- Sanitation operations were Impacted by reduced personnel levels multiple infected employees.
- Stay-at-home orders resulted in increased yard waste and brush collection, delaying pickup response times.
- Crews were separated for safety measures causing shortage of available vehicles and equipment.

Service Level Changes

Services:

- **Currently Sanitation Disposal is under staffed. Customer service is below desired levels.**
- **Street crews diverted to landfill in effort to keep landfill in compliance with TCEQ requirements.**

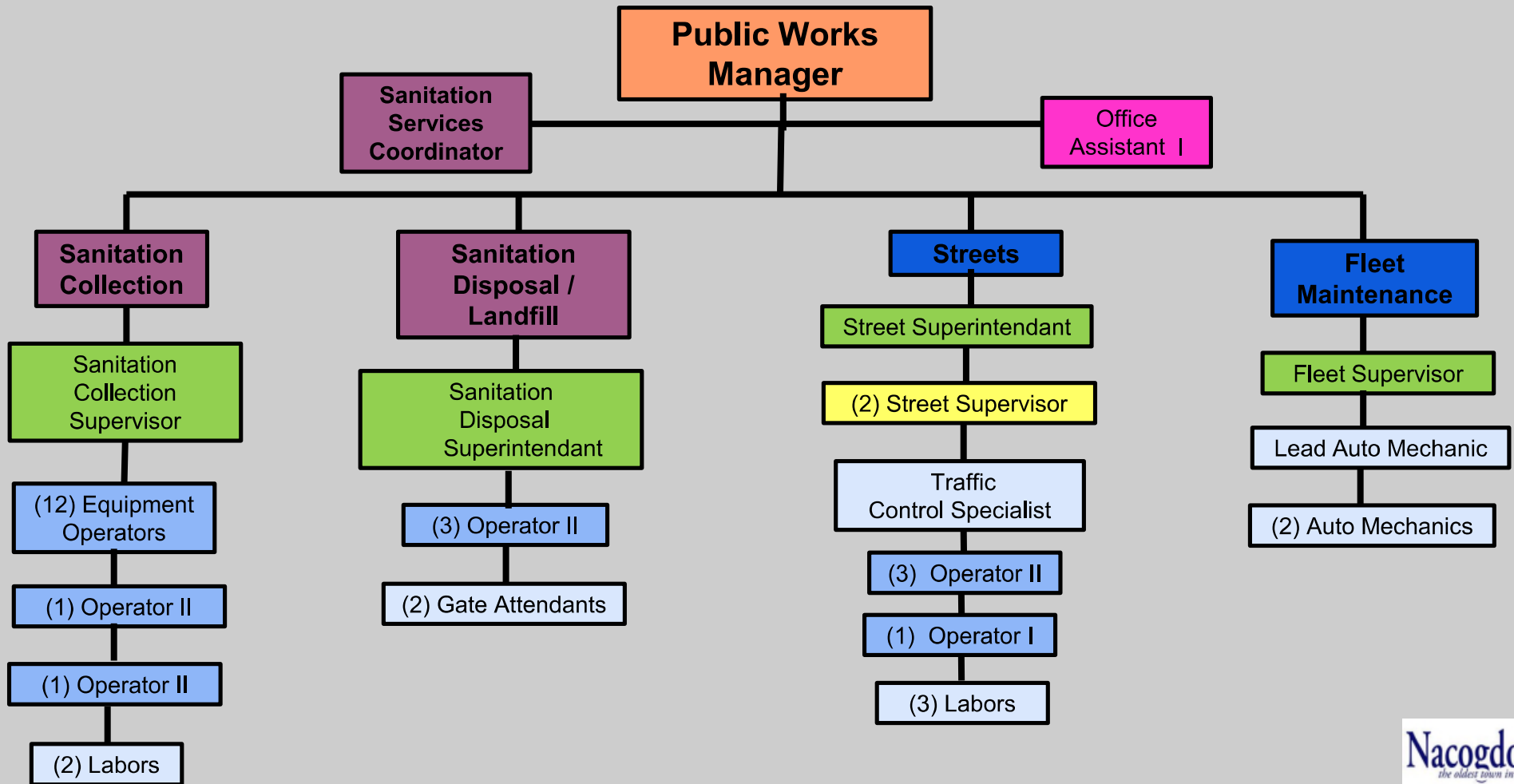
Service Changes:

- **Additional Landfill personnel are needed to improve the level of service to our citizens.**

Full Time Employee Summary

Sanitation	Total FY 2020-2021 FTE #	Vacant	Total FY 2021-2022 FTE #	Notes
Sanitation Administration	2	0	3*	* Requested (1) Code Inspector
Sanitation Collection	17	0	17.5	•Requested (1) Part Time I Laborer
Sanitation Disposal	6	0	8.5*	* Requested (1) Operator II (1) Full Time Laborer (1) Part Time Laborer

Current Organizational Chart



Sanitation Collection

Proposed Budget – Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$783,672	\$775,181	\$994,772*	\$965,289
SUPPLIES	\$176,332	\$138,540	\$142,350	\$257,000
MAINTENANCE	\$186,807	\$160,810	\$157,350	\$159,000
CONTRACT SERVICES	\$11,356	\$7,914	\$307,956*	\$34,880
TOTAL	\$1,158,167	\$1,082,445	\$1,602,428	\$1,416,169
*Includes OVT and Debris Collection – Winter Storm				

Sanitation Disposal/Landfill Proposed Budget – Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$302,552	\$326,198	\$352,152	\$348,707
SUPPLIES	\$68,889	\$49,531	\$65,300	\$63,800
MAINTENANCE	\$215,518	\$125,268	\$68,700	\$71,860
CONTRACT SERVICES	\$212,400	\$201,269	\$412,135	\$419,264
TOTAL	\$799,359	\$702,266	\$898,287	\$903,631

Sanitation Proposed Personnel Changes

Supplemental Personnel Packages	Un-Funded	Funded	Total
Landfill / Sanitation Disposal Operator II w/ Benefits Package	\$47,072		\$47,072
Landfill / Sanitation Disposal Laborer w/ Benefits Package	\$35,133		\$35,133
Landfill / Sanitation Disposal Part –Time Laborer	\$13, 716		\$13, 716
Sanitation Administration Code Enforcement Officer w/ Benefits Package	\$71,885		\$71,885
Sanitation Collection Part –Time Laborer	\$13,716		\$13,716
Estimated Total	\$181,522		\$181,522

Sanitation Capital Expense Budget

Capital Expense Sanitation Fund	Un-Funded	Funded	Total
Sanitation Collection <i>Listed in order of Priority</i>			
Supervisor Truck <i>(replacement)</i>	\$ 55,000		\$ 55,000
Front-load Garbage Truck <i>(replacement)</i>	\$330,000		\$330,000
Side – Load Garbage Truck <i>(replacement)</i>	\$ 370,000		\$ 370,000
Rear- load Garbage truck <i>(replacement)</i>	\$ 190,000		\$ 190,000
Brush Truck <i>(replacement)</i>	\$ 195,000		\$ 195,000
Route Optimization Software	\$ 84,704		\$ 84,704
Global Back-up Safety Sensors <i>(new, install on large trucks)</i>	\$ 30,000		\$ 30,000

Sanitation Capital Expense Budget

Capital Expense Sanitation Fund	Un-Funded	Funded	Total
Landfill / Sanitation Disposal <i>Listed in order of Priority</i>			
Cat D6 dozer <i>(replacement)</i>	\$495,000		\$495,000
Cat D2 dozer <i>(replacement)</i>	\$180,000		\$180,000
Crew Truck <i>(replacement)</i>	\$55,000		\$55,000

Questions?





Utility Construction

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- Storm recovery from 41 water line breaks.
- Repair of 112 non-storm related water line breaks and 60 sewer line issues in 293 miles of line.
- Repair and installation of several sewer manholes throughout the system.
- Cleaning and camera inspection of approximately 22 miles of sewer lines, roughly 10% of our system. Many lines aren't accessible for these services since they run cross country.



Future Goals for Utility Construction

- Continue to look for and implement new safety devices and techniques during the repair process.
- Replace aging equipment.
- Fill vacant positions.
- Improve the accuracy of our utility mapping and information.

Operational and Service Level Issues

- **Issues facing the Utility Construction Department:**
 1. Staff vacancies.
 2. Increasing work load demands from aging infrastructure.
 3. Finding training for continuing education and licensing.
 4. Weather impacts on soil conditions.
- **Utility Construction Department's emphasis over the last several months:**
 1. System recovery from the winter storm.
 2. Conducting interviews to fill vacant positions.
 3. Assisting with project planning.
- **Innovations/efficiencies developed in the Utility Construction Department:**
 1. New fire hydrants and valves that take less time to install.
 2. Use of battery operated tools to reduce system down time.



Service Level Changes

Pre-Covid Services:

In-person pre-construction meetings with contractors and Engineers.

More direct contact with customers on site.

Morning safety meetings in the break room.

Post-Covid Service Changes:

Virtual meetings and open air meetings for projects.

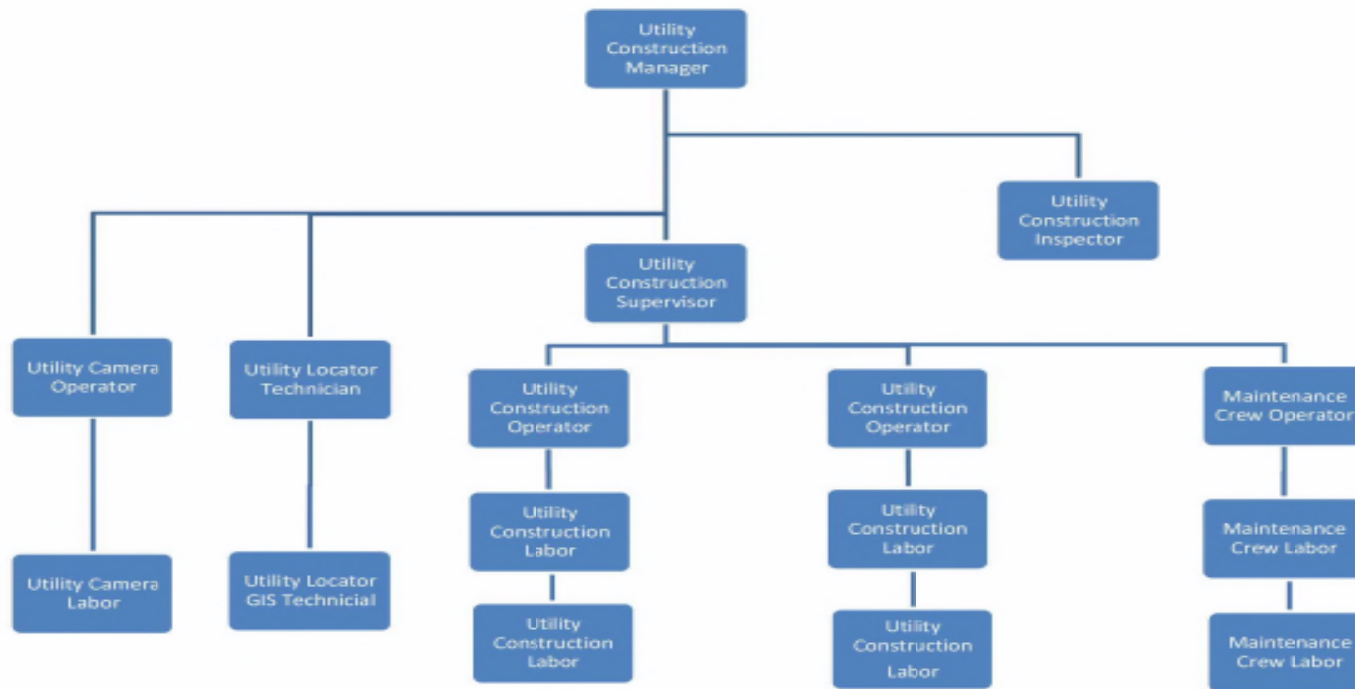
Phone requests and conversations with customers.

Outdoor safety meetings.

Full Time Employee Summary

Division	Total FY 20-21 FTE's	Vacant	Total FY 21-22 FTE's
Utility Construction Manager	1		1
Utility Construction Supervisor	1		1
Utility Construction Inspector	1		1
Camera/Vac Truck Operator	2	1	2
Utility Construction Operator	3	1	3
Utility Locator	2		2
Laborer	7		7
Total	17	2	17

Current Organizational Chart



Utility Construction Proposed Budget

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$565,962	\$927,404	\$1,032,109	\$1,051,185
SUPPLIES	\$51,591	\$55,263	\$51,810	\$55,180
MAINTENANCE	\$158,802	\$203,774	\$175,825	\$180,825
CONTRACT SERVICES	\$149,671	\$142,349	\$186,612	\$176,486
TOTAL	\$926,026	\$1,328,790	\$1,446,356	\$1,463,676

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
Vehicle Replacement Unit 643	\$38,000		\$38,000
Dump Truck Replacement Unit 541	\$140,000		\$140,000
Backhoe Replacement Unit 584	\$125,000		\$125,000
Total	\$303,000	\$0	\$303,000

Questions?



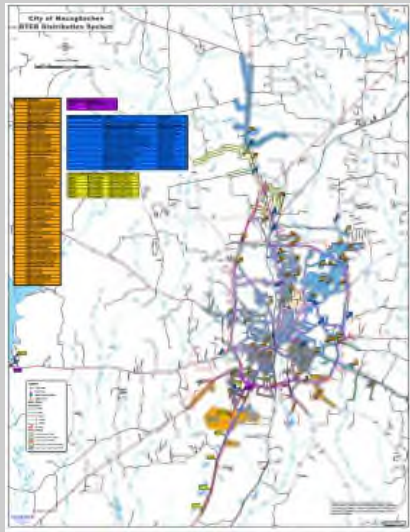


Water Utilities Department

Budget Presentation 2021-2022



Accomplishments and Future Goals



2020-2021 Accomplishments

- Updated/Revised the public water system monitoring plan.
- Developed an action plan for monitoring disinfection levels in distribution system.
- Modifications to the pretreatment program submitted to the State and approved for implementation (process started in 2011).



Future Goals for Water Utilities

- Modify procedures for storm event preparedness.
- Increase inventory for crucial equipment.
- Continue to upgrade and replace obsolete/failing machinery and equipment in distribution and collection systems.
- Continue with preventative maintenance program upgrades.

Operational and Service Level Issues

- **Issues facing the Water Utilities Department:**
 1. Water age in distribution system
 2. Changes in regulations
 3. Increasing costs in maintenance and repair
 4. Staffing
- **Water Utilities Department's emphasis over the last several months:**
 1. Recovery from harsh weather conditions
 2. TCEQ virtual inspection of the pretreatment program and two industrial users
 3. TCEQ records/pictures request of the wastewater plant
- **Innovations/efficiencies developed in the Water Utilities Department:**
 1. Upgraded flushing maintenance system
 2. Operators working 12 hour shifts 24/7 (pending budget approval)



Service Level Changes

Pre-Covid Services:

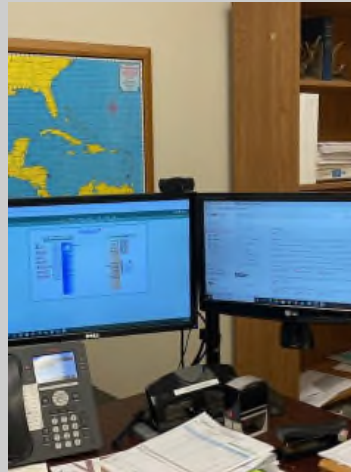
Water and Sewer Treatment Plants open to public

Water Utilities staff available for face-to-face meetings with customers, vendors, and other City staff



Post-Covid Service Changes:

Water Utilities staff incorporated technology upgrades to allow virtual meetings



Full Time Employee Summary

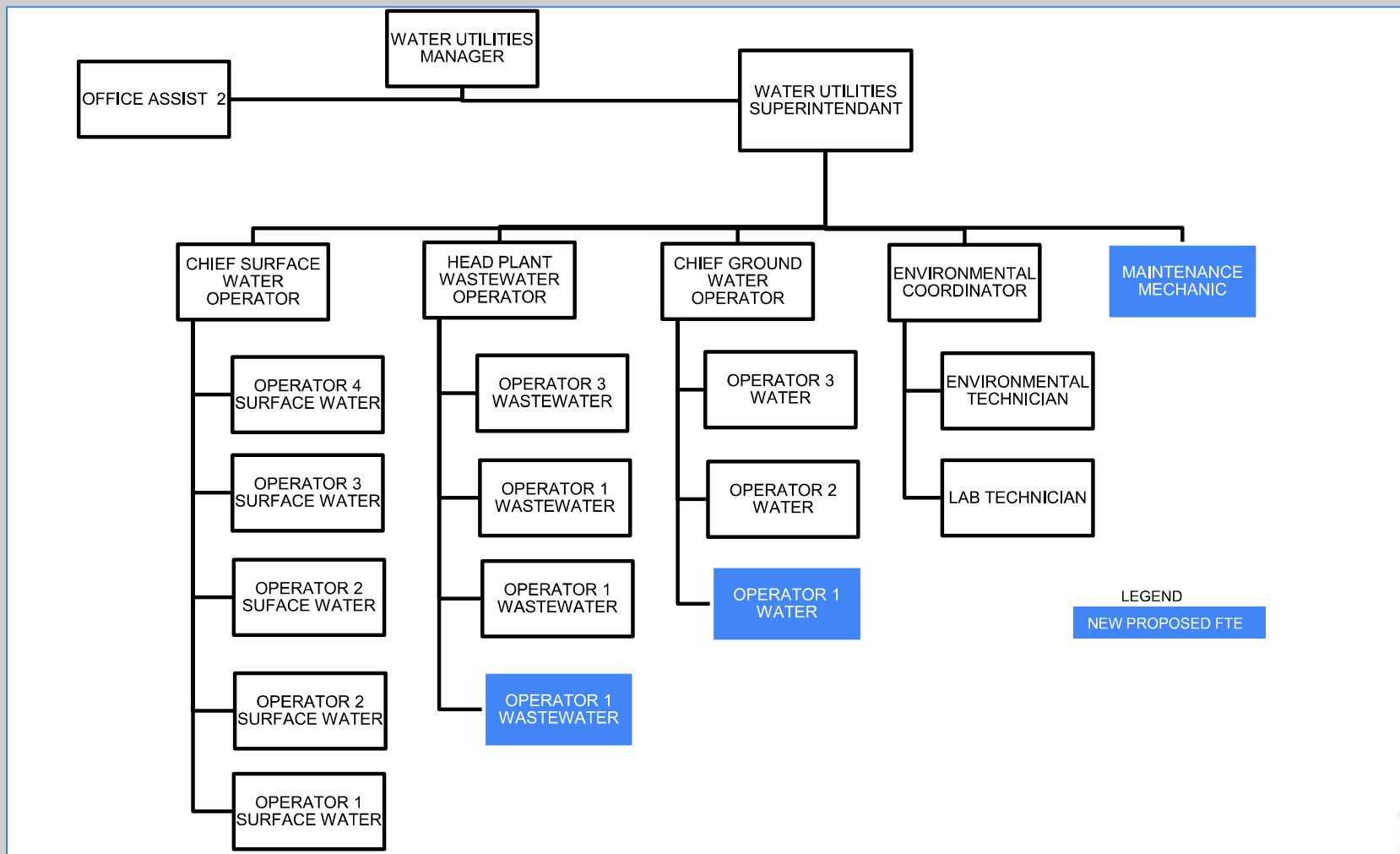
Division	Total FY 20-21 FTE's	Vacant	Total FY 21-22 FTE's
Administration	3	0	3
Water Utilities	14	3	14
Pretreatment	3	0	3
Total	20	3	20

Vacant Positions

- Operator 1 - Wastewater
- Operator 1 - Water
- Maintenance Operator



Current Organizational Chart



Water Production Proposed Budget – Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$424,878	\$459,136	\$517,100	\$506,843
SUPPLIES	\$419,435	\$405,285	\$612,275	\$679,416
MAINTENANCE	\$218,368	\$207,631	\$195,800	\$452,200
CONTRACT SERVICES	\$596,570	\$519,461	\$1,153,160*	\$935,210
TOTAL	\$1,659,252	\$1,591,513	\$2,478,335	\$2,573,669
* Customer Service Insp. \$225,000				

Wastewater Proposed Budget – Expenses

EXPENSE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2021-22 PROPOSED
PERSONNEL	\$879,647	\$802,784	\$858,787	\$857,451
SUPPLIES	\$280,933	\$328,860	\$352,375	\$441,745
MAINTENANCE	\$404,680	\$465,760	\$367,000	\$397,000
CONTRACT SERVICES	\$530,967	\$554,114	\$685,431	\$589,943
TOTAL	\$2,096,227	\$2,151,518	\$2,263,593	\$2,286,139

FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
Operator 1 Wastewater	\$37,570		\$37,570
Operator 1 Water	\$37,570		\$37,570
Maintenance Mechanic	\$59,180		\$59,180
Replacement Vehicles for #625	\$30,000		\$30,000
Replacement Vehicles for #627	\$30,000		\$30,000
Replacement Vehicle #672	\$135,000		\$135,000
Total	\$329,320		\$329,320

Questions?





Regular Session
Nacogdoches City Council
July 20, 2021 – 4:00 p.m.
City Council Room – City Hall
202 East Pilar Street

DRAFT

City Council present in person: Mayor Jimmy Mize, Council Members Roy Boldon, Jay Anderson, Amelia Fischer and Kathleen Belanger.

1. Called to order at 4:00 p.m.

2. Pledge of Allegiance.

3. **WORK SESSION:**

A. Presentation of Department Budgets for Fiscal Year (FY) 2021-2022.

The following FY 2021-2022 proposed budgets were presented: (Budget Presentations Attached)

Brian Bray, Community Services Director, presented proposed budget for Community Services (see Exhibit A).

City Council discussions included equipment replacement program, new park restrooms, volunteer staffing of historic sites, and relocation of the animal shelter due to I-69.

Pam Curbow, Finance Director, presented proposed budget the Finance Department, City Secretary, Human Resources, Information Technology and Utility Billing (see Exhibit B).

B. Receive a report, have a discussion and provide direction regarding supplemental budget requests for new programming and services.

Finance Director Pam Curbow discussed acquiring a new ladder truck for the Fire Department. The current ladder truck was involved in an accident and repairs will cost more than the value of the truck. Financing options for the ladder truck are 1) pay cash from the General Fund, 2) seven year lease, or 3) issue a tax note.

Fire Department staff recommended purchasing a demonstrator ladder truck that is on the market now.

City Council approved the request from staff to pursue purchasing the demonstrator ladder truck.

The Fire Department has also requested to apply for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant. This grant would fund the salary and benefits for three firefighters for three years. At the end of the three years the City would be responsible for funding those positions.

City Council recessed for five minutes.

Council Member Boldon left the meeting at 5:30 p.m.

Began Regular Agenda at 5:30 p.m.

4. No one spoke during Open Forum.

5. No items were removed from the Consent Agenda.

6. **CONSENT AGENDA:** Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as reflected in the minutes of this meeting.

A. Minutes from June 29, 2021, June 30, 2021 and July 6, 2021 City Board Interviews and July 6, 2021 regular meeting.

B. Consider approval of appointment by East Texas Regional Water Planning Group as Political Subdivision for Region I; to submit 2021-2026 6th Cycle Application for Regional Water

Minutes unofficial until approved by City Council

Planning and enter into contract with Texas Water Development Board to administer grant if awarded.

- C. Consider approval of a budget amendment ordinance amending Ordinance No. 1835-09-20 appropriating various amounts in accordance with budget adopted for ensuing fiscal year beginning October 1, 2020 and ending September 30, 2021. This budget amendment is to receive and expend funds from the Airport Coronavirus Relief Grant Program Number 21CRNACOG under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act.
- D. Consider approval of a Memorandum of Understanding between the City of Nacogdoches and McCreary, Veselka, Bragg and Allen, P.C. for the purpose of assisting with the City's participation in the Scofflaw Program.
- E. Consider approval of an Interlocal Agreement by and between the City of Nacogdoches and the Texas Department of Motor Vehicles for Scofflaw Services.
- F. Consider approval of a Temporary Worker Services Contract with Advance'd Temporaries, Inc./A.T. Staffing and authorize the City Manager to execute necessary documentation.

Council Member Jay Anderson moved approval; motion duly seconded by Council Member Amelia Fischer and carried by unanimous vote.

7. **REGULAR AGENDA:**

- A. Consider approval of the City's partially self-funded health insurance plan and ancillary benefits and authorize the City Manager to execute any and all necessary renewal/contract documents.

Jeff Summers with BancorpSouth Insurance discussed the 2020/2021 health insurance claims experience, high cost claim history and fund balance history. Mr. Summers also reviewed the health insurance plan and ancillary benefits for the upcoming year.

There will be no changes to the upcoming year's health insurance plan or ancillary benefit plans and the cost to the employee will remain the same.

Council Member Kathleen Belanger moved approval; motion duly seconded by Council Member Jay Anderson and carried by unanimous vote.

- B. **Public Hearing:** Consider a Zone Change from R-4, Multi-Family to MD, Medical for Lot 12-A, City Block 40, located at 813 North Mound Street. This request has been submitted by Robin Miller of Hettie Legg & Associates, LLC. Case File ZON2021-05.

Mayor Mize announced the applicant formally withdrew the application for a zone change on July 12, 2021 therefore Public Hearing is closed.

- C. **Public Hearing:** Consider a resolution directing City staff to file an application under Code of Ordinance 118-137(c)(1) to amend the boundaries of a zoning district within the City of Nacogdoches from R-4 Multi-Family to R-2 Single Family, for Lot 12 City Block 41 located at 1102 Logansport Street which was previously considered by the City Council at the request of R.J. Bohac, on August 18, 2020.

Council Member Kathleen Belanger made a motion to postpone the Public Hearing to a date in the future; motion duly seconded by Council Member Amelia Fischer and carried by unanimous vote.

Mayor Mize closed the Public Hearing.

- D. Have a discussion and provide direction regarding the development of an Inclusion and Diversity Program for the City of Nacogdoches.

Council Member Amelia Fischer recommended the creation of a Community Engagement Program which will help improve the quality of life for all citizens of Nacogdoches. This program would help bridge the gap between under represented communities and municipal government including proactive outreach, inclusivity, building trust and improving relationships.

Council Member Fischer asked City Council to consider the creation of a Community Engagement Program which would include allocating resources and hiring a dedicated full time staff person.

Kyle Childress, GW Neal, Lauren Ivy Sieja, Wilma Cordova, Anne Keenan, Sean Hightower, Ron Collins, Jim Sevey and Ed Pool spoke in favor of creating a Community Engagement Program.

Tracy Lasater spoke against creating a Community Engagement Program.

City Council agreed to move forward with Council Member Fischer’s request of creating a Community Engagement Program.

City Manager Canizares asked City Council to begin giving thought to qualifications, job profile, job description and a temporary work plan for the Community Engagement Program. He also suggested working with Dr. DeLaney-Fields, SFASU Chief Diversity Officer, to begin creating recommendations for City Council to consider. Mayor Mize recommended Council Members Fischer and Boldon work with Mr. Canizares and Dr. DeLaney-Fields on this project.

8. No Executive Session was held.

9. No action taken.

Resumed discussions from Work Session Item 3 B.

Pam Curbow, Finance Director, presented a preliminary look at revenues and expenditures of existing programs, staffing and service levels of operation of the General Fund (see Exhibit C).

Ms. Curbow presented supplemental budget requests for new programs and employees (see Exhibit D) for the upcoming budget. Each new request was broken down into three tiers, Tier 1 being the highest priority and Tier 3 being the lowest priority.

City Council discussed interfund transfers, capital improvement projects, infrastructure, CARES Act funding, utility fund requests, equipment replacement funds and property tax increase.

City Council recommended that the Finance Director create a proposed budget including all Tier 1 requests to be presented at a future City Council meeting.

10. Adjourned 7:44 p.m.

ATTEST:

Mayor Jimmy Mize
City Council
City of Nacogdoches

Jan Vinson, City Secretary



Community Services Division

Budget Presentation 2021-2022



Recreation, Parks & Cemetery - Accomplishments and Future Goals



•2020-2021 Accomplishments

Future Goals

Parks and Cemetery	Recreation	
• Staff dealt with massive cleanup after February winter storm - ongoing • Festival Park improvements, including playground and basketball court mural • Partnership with NWF for pollinator gardens • Secured funding for Nacogdoches Sportsplex improvements from Pilgrim’s Pride	• Integration of new software to allow online reservations • Opened building as Warming Center during February Winter Storm • Awarded 13 HRGs in 2021 cycle, for projects exceeding \$206,000	• Develop bicycle/pedestrian routes to provide safe connections between homes, businesses, parks and recreational facilities • Prioritize athletic fields and facilities • Continue to add public art • Expand disc golf offerings • Increase revenue and program participation to pre-COVID levels • Implement resident vs. non-resident fee structure

Animal Services - Accomplishments and Future Goals



2020-2021 Accomplishments

Animal Services

- Reduced euthanasia rate by 25% from 2018 to 2020
- Placed 400 animals in rescue – average was 161 per year
- Received recognition award from the Human Society of Nacogdoches County

Library

- Awarded six grants - \$38,299
- Expanded the digital collection
- Two people attending citizenship class received their citizenship

Future Goals

Animal Services

- Achieve 10% euthanasia rate
- Increase public education efforts and events through cooperation within the Community Services Division and other community partners

Library

- Return in-person programs to pre-COVID figures while following CDC guidelines
- Continue services that support remote learning and work

Historic Sites and Main Street Accomplishments and Future Goals



2020-2021 Accomplishments

- Created successful Downtown events for merchants and visitors
- Completed interpretive signage at Oak Grove Cemetery
- Commenced Zion Hill Church restoration project

Future Goals

- Host Downtown events aimed at growing local business and attracting tourists
- Work with the public and consultants to complete Downtown Master Plan

Parks & Cemetery - Operational and Service Level Issues



- **What are issues facing the Department?**
 - Tree cleanup from multiple winter storms has disrupted operations and taken time away from other projects.
 - Vandalism in parks costs time and money.
- **What has been the department's emphasis over the last several months?**
 - Grass continues to grow in a pandemic so overall operations have not changed.
 - Staff have worked on reopening restrooms which were damaged during freeze.
 - Spring and summer are busy with events in parks so staff have renewed their focus on general beautification.
 - Youth sports returned after a long break.
- **What innovations/efficiencies have been developed?**
 - Staff are continuing to learn how to use Nac 311 application.

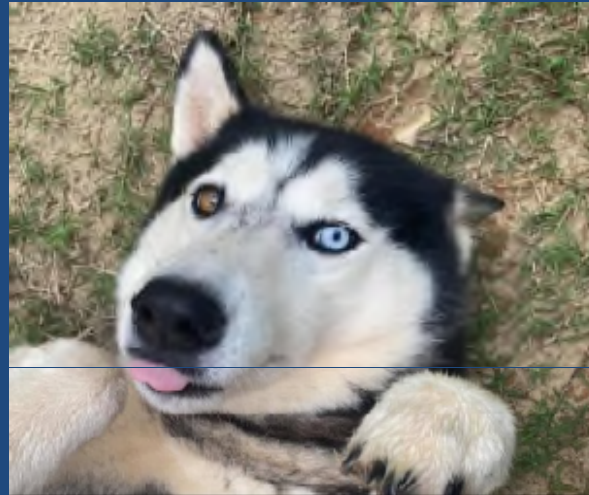


Recreation - Operational and Service Level Issues



- **What are issues facing the Recreation Department?**
 - Balancing desire to offer more programs while keeping people healthy and safe
 - Regaining momentum after diminished capacity over last 13+ months
- **What has been the department's emphasis over the last several months?**
 - Fully reopening the building to the public
 - Restarting various programs and planning summer activities
- **What innovations/efficiencies have been developed?**
 - Staff have reached a new level of customer service due to COVID-19 Call Center

Animal Service Operational & Service Level Issues



- **What are issues facing the Animal Services Department?**
 - Building repairs are needed in order to provide a well maintained shelter for our community and avoid deficiencies on our DSHS yearly inspections. The Animal Shelter building is inadequate for activities and level of service.
- **What has been the department's emphasis over the last several months?**
 - Staff continues to increase live animal exits by coordinating with foster families, rescues, and local animal welfare organizations . Together we maintain a healthy animal population and network animals nationwide in order to find animals homes.

Library Operational and Service Level Issues



- The library's emphasis: provide safe access to technology, printing, services and programs, support other departments with programs or messaging, market library services.
- Service changes in response to COVID have improved customer service. These include: virtual, hybrid and in-person programs, curbside services, assisting with COVID vaccine registration, issuing library cards via email or telephone, offering hotspots and laptops for checkout, and purchasing equipment to sanitize returned books.
- Library and Recreation staff provided staff for the Covid Call Center and Vaccination Clinics for months.

Historic Sites Operational & Service Level Issues



- **Issues facing the Historic Sites & Main Street Departments:**
 - Struggle to maintain open hours due to staffing. This issue will increase when the Zion Hill Church restoration is complete and the building is opened.
 - Combining two departments in July 2020
- Over the last several months we have created come and go events leading to less crowding, created alternatives to old programs and marketed our sites to those wanting to come visit.
- The two departments have increased social media interaction with visitors, marketed the walkability/outdoor tourism of Nacogdoches, emphasized shopping locally and adapted new and returning events to “meet attendees where they are”.



Operational and Service Level Changes

Pre-Covid Services:

Recreation: Staff offered classes and programming six days a week, popular summer camps rental venues (Liberty Hall, park pavilions) booked every weekend, year-round youth and adult sports leagues

Library: Community-wide festivals and events, one-on-one assistance, outreach programs, Bookmobile service to nursing homes and assisted living centers

Museums: Large group tours of the museums, large public events, social media engagement

Main Street: Large public events, Downtown shopping promotions and communication with Downtown merchants.

Post Covid Service Changes:

Recreation: New software allows online reservations and payments.

Animal Services: Scheduling surrender appointments and increased efforts to transfer animals to rescue will continue as general policy.

Library: Staff now offer curbside pick-up, self check-out machine, virtual and hybrid programs, take home kits, and issue library cards via email.

Museums: The Historic Sites, after closing for a period during COVID, have opened to the public and smaller public events have resumed. We have also continued to engage with the public on social media and have increased our outdoor interpretation.

Main Street: Main Street has brought back many of its popular event such as Wine Swirl and is excited to work with our partners to create new events and to foster growth in the Downtown economy.



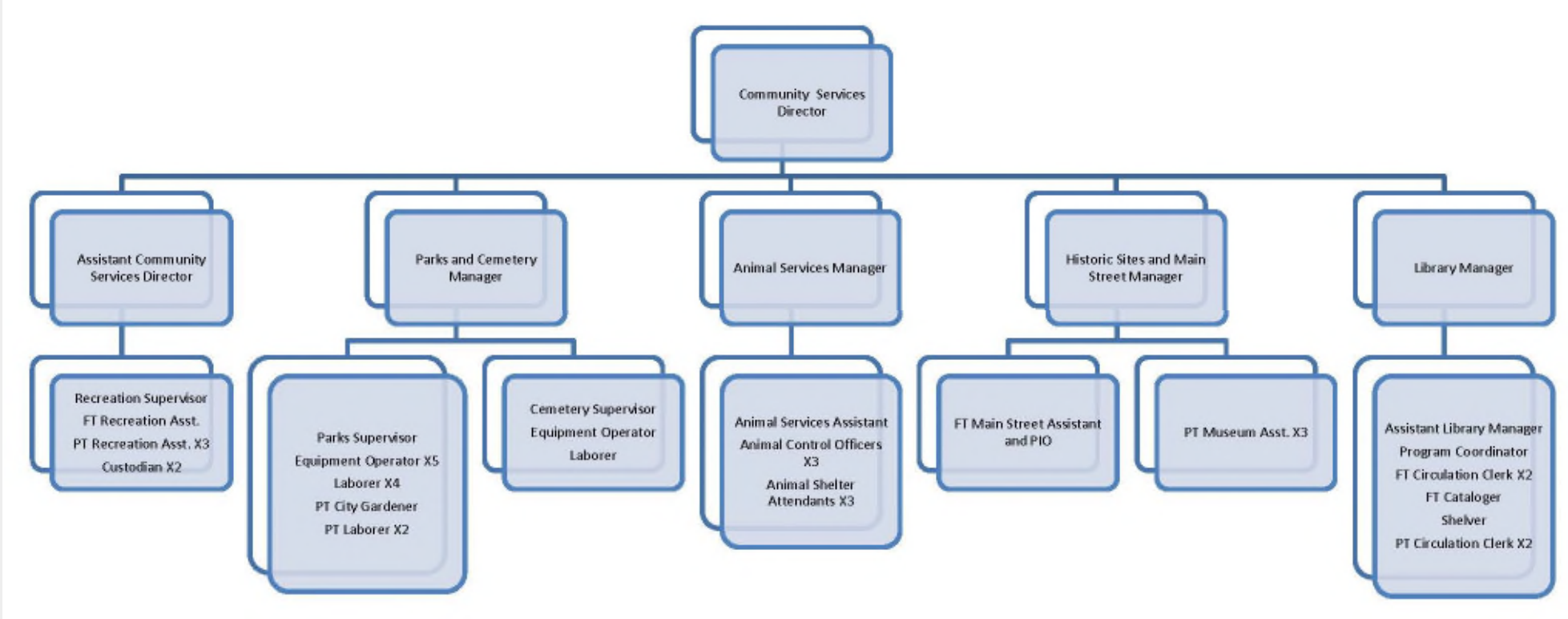
Full Time Employee Summary

Department	Total FY 20-21 FTE's	Vacant	Total FY 21-22 FTE's
Parks and Cemetery	15.5	0.5	16.5*
Recreation	5.5	0.5	5.5
Animal Services	8		9*
Library	7		7.5
Historic Sites and Main Street	3.5		6.5*
Total	39.5	1	45

*Includes positions in supplemental requests



Current Organizational Chart



Parks and Cemetery Department Proposed Revenue

Revenue Category	
FY 2018-19 Actual	\$160,600
FY 2019-20 Actual	\$ 92,650
FY 2020-21 Budget	\$70,000
FY 2020-21 Estimate	\$140,000 (\$123,335 as of 7/19/2021)
FY 2021-22 Proposed	\$100,000



Average annual plot sales from
last 4 FY was \$100,450

Oak Grove sales in 2018 –
additional \$90,000

New section at Sunset sales
this FY – additional \$50,000



Parks and Cemetery Department Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel Services	\$868,587	\$822,045	\$940,803	\$973,696
Supplies & Materials	\$130,644	\$80,221	\$91,220	\$75,800
Maintenance of Structures & Equipment	\$79,155	\$51,280	\$66,745	\$86,330
Contractual Services	\$188,689	\$158,014	\$192,392	\$181,687
Total	\$1,267,075	\$1,111,560	\$1,291,16	\$1,317,513



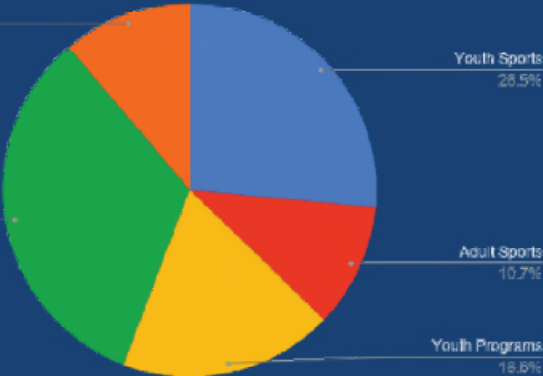
Recreation Department Proposed Revenue

Revenue Category	
FY 2019-20 Actual	\$93,848
FY 2020-21 Budget	\$200,000
FY 2020-21 Estimate	\$115,000 (\$103,900 as of 7/19/2021)
FY 2021-22 Proposed	\$200,000

FY 19-20

Facility Rentals
11.2%

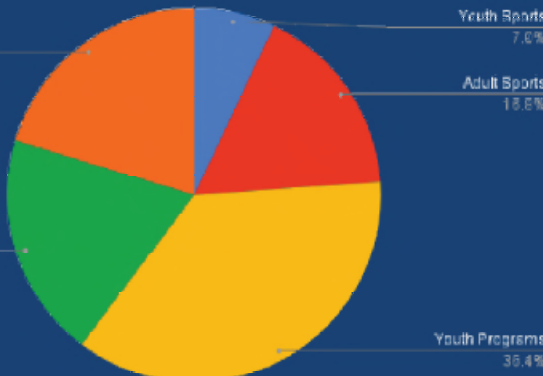
Adult Programs
33.0%



FY 20-21

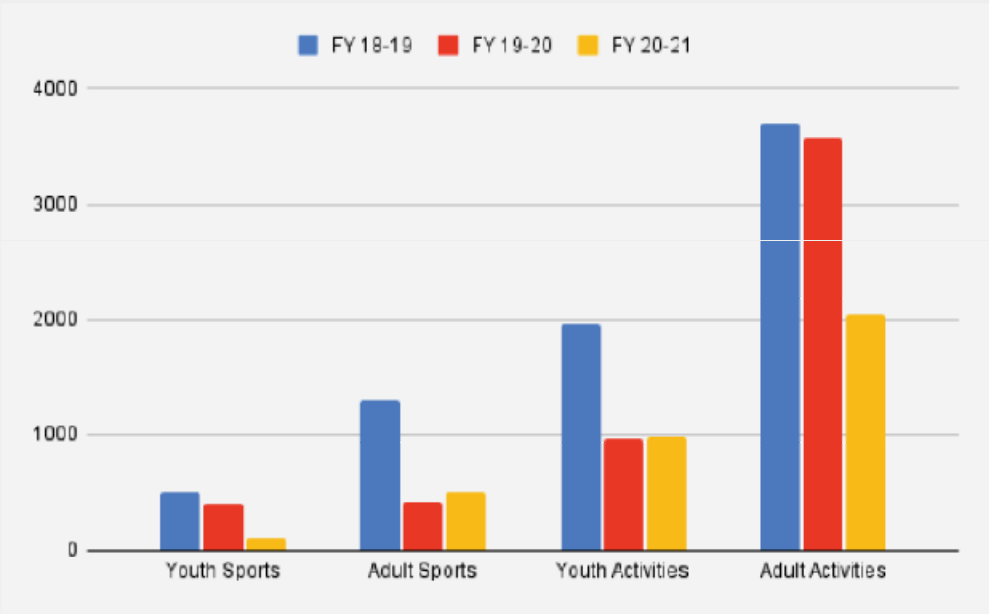
Facility Rentals
20.3%

Adult Programs
19.5%

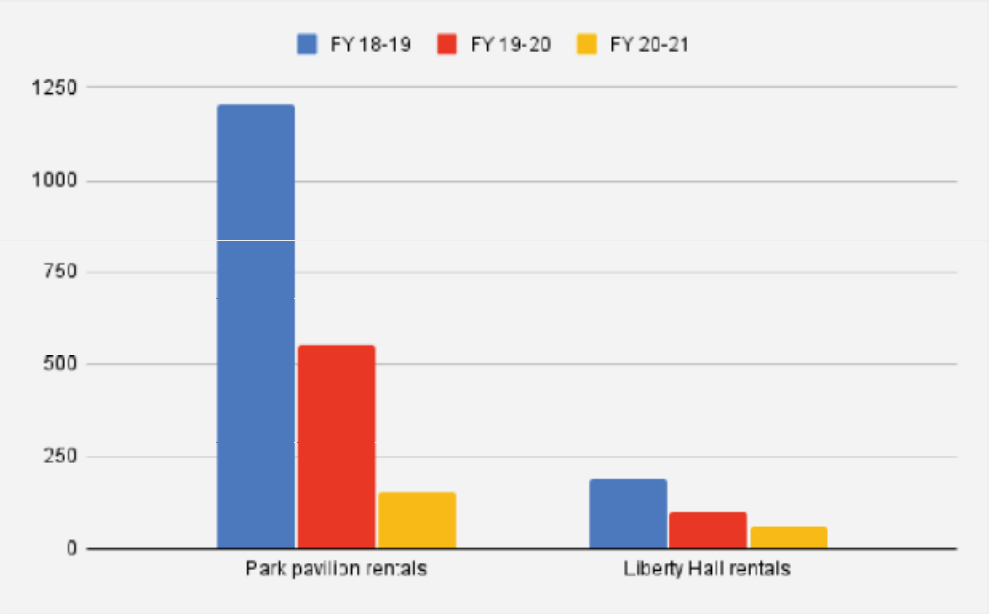


Activity participation and Facility Rentals

Participation numbers



Facility rentals



Recreation Department Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel Services	\$312,970	\$301,995	\$364,499	\$383,737
Supplies & Materials	\$41,369	\$23,469	\$45,843	\$40,350
Maintenance of Structures & Equipment	\$20,692	\$13,468	\$26,970	\$27,045
Contractual Services	\$181,321	\$104,043	\$207,313	\$211,834
Total	\$556,353	\$442,975	\$644,625	\$662,966



Animal Services Proposed Revenue

Revenue	FY 18-19 Actual	FY 19-20 Actual	FY20-21 Estimated	FY 21-22 Proposed
Donations	\$10,585	\$8,873	\$6,500	\$7,500
Adoption/License	\$31,725	\$36,685	\$30,000	\$35,000
Microchips	\$10,595	\$13,315	\$12,500	\$12,500
Total	\$52,905	\$58,873	\$49,000	\$55,000

Animal Services Proposed Budget

Expenses	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel	\$ 367,677	\$ 356,621	\$ 402,076	\$ 408,553
Materials & Supplies	\$ 53,518	\$ 51,264	\$ 56,560	\$ 64,315
Maintenance of Structures & Equipment	\$ 7,642	\$ 9,225	\$ 14,458	\$ 16,011
Contractual Services	\$ 34,244	\$ 28,435	\$ 65,610	\$ 59,127
Total	\$ 463,081	\$ 445,545	\$ 538,704	\$ 548,006



Public Library Proposed Revenue

Revenue	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Estimated	FY 21-22 Proposed
Fines/Fees	\$6,371	\$2,827	\$2,000	\$4,000
Copy Machine	\$7,561	\$3,742	\$4,000	\$4,000
Book Donations	\$2,150	\$770	\$1,250	\$1,500
Friends of Library	\$17,000	\$18,240	\$17,000	\$17,000
Totals	\$33,082	\$25,590	\$24,250	\$26,500

Public Library Proposed Budget

Expense	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$414,398	\$379,458	\$407,125	\$426,345
Supplies & Materials	\$67,601	\$47,564	\$53,820	\$53,350
Maintenance of Structures & Equipment	\$3,596	\$6,984	\$4,862	\$13,140
Contractual Services	\$92,497	\$84,221	\$103,868	\$116,315
Totals	\$578,093	\$518,227	\$569,675	\$609,150



Historic Sites & Main Street Proposed Revenue

Revenue	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed	Notes
Main Street Sundry Account	\$ 50,055	\$ 55,000	\$ 31,811	\$ 50,000	This item is funded by Wine Swirl, donations and other fundraisers. Revenue is then moved to the Historic Sites & Main Street Budget.
Zion Hill Potential Revenue <i>*Estimate</i>	-	-	-	\$ 9,300 <i>*Estimate</i>	This figure is based on the potential revenue from Zion Hill Church rentals. We anticipate renting the venue starting in July 2022.

Historic Sites & Main Street Proposed Budget

Expense	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Personnel Services	\$ 218,655	\$ 209,362	\$ 252,703	\$ 184,732
Supplies & Materials	\$ 4,920	\$ 5,408	\$ 7,425	\$ 9,975
Maintenance of Structures & Equipment	\$ 3,395	\$ 9,806	\$ 26,490	\$ 19,340
Contractual Services	\$ 109,987	\$ 70,650	\$ 118,797	\$ 113,916
Totals	\$ 336,957	\$ 295,226	\$ 405,415	\$ 327,963

*Combined Main Street , Historic Sites & Communications Budgets



FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
FT Horticulturalist – Parks and Cemetery	\$69,714		\$69,714
PT Cemetery Office Assistant – Parks and Cemetery	\$13,808		\$13,808
Mausoleum Roof Repair – Parks and Cemetery	\$60,000		\$60,000
Dump Truck – Parks and Cemetery	\$83,600		\$83,600
Tractor with grapple – Parks and Cemetery	\$70,400		\$70,400
Lobby and restroom counters – Recreation	\$25,030		\$25,030
Generator – Animal Services	\$43,600		\$43,600
Floor Resurfacing – Animal Services	\$42,000		\$42,000
FT Adoption and Rescue Coordinator – Animal Services	\$44,756		\$44,756
FT Curator of Collections & Education – Historic Sites and Main Street	\$41,400		\$41,400
FT Zion Hill Staff – Historic Sites and Main Street	\$41,400		\$41,400
PT Museum Assistant – Historic Sites and Main Street	\$13,808		\$13,808
PT Museum Assistant – Historic Sites and Main Street	\$13,808		\$13,808
Total	\$563,324	\$	\$563,324



A photograph of a cemetery. In the foreground, a large, leafless tree with a thick trunk and sprawling branches dominates the right side. The ground is covered with numerous gravestones of various shapes and sizes. In the background, a white church with a steeple is visible through the trees. The sky is a pale, hazy blue.

Questions?

Exhibit B



City Hall Departments

Budget Presentation 2021-2022



Accomplishments & Future Goals



Financial Services 2020-2021 Accomplishments

- Government Finance Officers Association Audit Award for excellence in financial reporting.
- Addition of Procurement Specialist position to assist city departments obtain the best possible value on purchases.
- Transfer payroll from Human Resources to Financial Services.

Future Goals for Financial Services

- Continue to work closely with the city auditors to follow applicable GASB rulings and best practices.
- Cross train staff to ensure essential job knowledge is not lost when Finance employees retire/leave city employment.
- Implement digital signature approvals for accounts payable and purchase orders.
- Implement time keeping software to enhance efficiencies.

Accomplishments/Future Goals

City Secretary 2020-2021 Accomplishments

- CivicClerk agenda management software
- Just FOIA – new open records request software
- Coordinated City Attorney interviews, City Council retreat and Executive Staff retreat
- Participated in Executive Staff Retreat to create Core Values
- Prepare for Election
- Worked at COVID 19 vaccine clinic

Future Goals for City Secretary

- Improve records management system (Laserfiche) and train staff
- Create an entry level office assistant for the City Secretary's office
- Train a staff member to fill in for City Secretary when needed
- Education/Training (records management, election, legislative update)
- Update Open Records Request Policy
- Update City Boards and Committee handbook

Accomplishments and Future Goals

Human Resources 2020-2021 Accomplishments

- Compensation System with Pay Ranges
- Creation and Implementation of a Performance Management System
- COVID Policies/Adjusted Benefits
- Increased Recruitment Efforts

Future Goals for Human Resources

- Implement new HR Technology Systems
- Create and Implement a City-Wide Succession Plan
- Provide additional Training and Employee Development
- Increase Recruitment/Retention Initiatives
- Add additional Employee Events
- Continue to Improve Communications

Accomplishments and Future Goals

Info Technology 2020-2021 Accomplishments

- Helped various areas with hybrid meeting transitions.
- Helped implement new Agenda Software for City Departments.
- Various COVID relief upgrades such as laptops for WFH and conference room video meeting equipment, projects.

Utility Billing 2020-2021 Accomplishments

- Upgrades to our AMI (Automated Meter Infrastructure) software to help maintain functionality.
- Utility Billing Software Upgrades making it possible for field personnel to process work orders electronically in the field.
- Responded to over 700 water shut off requests during the winter storm.

Future Goals for Info Technology

- City Website refresh.
- Upgrade Channel 21 playout server.
- Software purchase to ease remote device configuration and security.
- New Servers for Police Department.
- Network infrastructure upgrades.
- Continue to make IT more efficient and effective

Future Goals for Utility Billing

- Offer Customers ability to apply for services online.
- Look in to more payment options for Customers.
- Eliminate paper work orders.
- Replace aging meters and transmitters in the AMI System.

City Secretary Operational and Service Level Issues



Staff has been working to streamline several processes in the City Secretary's Office. The new agenda software (CivicClerk) was launched in January 2021 and a new open records request software (JustFOIA) will launch in October/November 2021.

FUTURE:

Improve the City's records management program(Laserfiche). Due to time constraints and lack of training the records management program has been lacking. There are over 300,000 documents saved in our records management system and many of those have passed their retention period.

The City Secretary office answers the main phone line for the City of Nacogdoches and handles many day to day clerical tasks for both the City Manager and City Council. Creating an entry level office assistant position in the City Secretary's office to handle day to day tasks would free up my time to work on the issues that need more of my attention .



Finance Operational and Service Level Issues



- Compliance with State & Local Purchasing is the primary issue facing the Finance Department. The lack of a centralized purchasing department puts too much burden on other city departments.
- Payroll transferred from Human Resources to Finance to comply with recent audit findings and strengthen internal controls.
- Staff vacancies in department due to multiple retirements.

Human Resources Operational and Service Level Issues

- The Department's biggest challenge is staying focused on projects and getting them completed in a timely manner. This includes training and employee development, employee recruitment and retention initiatives, and improved employee communication and engagement. With a full staff, the use of consultants, and the addition of HR technology systems, the Department will be able to focus on, and complete, a number of identified projects.
- The Human Resources Department with the assistance of a consultant has been developing a performance management system which was a component of the recently adopted compensation system.

IT Operational and Service Level Issues



- Technology has grown but the size of staff has not kept up with the pace.
- Department emphasis has been to catch up on projects sidelined due to COVID changes last year and various emergencies such as winter storms.
- To help streamline dept., phone service has been used that will turn missed calls into helpdesk tickets if the main IT line has been unanswered.

Utility Billing Operational and Service Level Issues



- Aging meters and transmitters (AMR system) will need to be replaced in the near future to keep the meter system functioning.
- Utility Billing staff have been working diligently with customers to get payment agreements in place to keep services on. Pandemic has affected some peoples ability to pay.

Service Level Changes

3/13/20 – City implements precautionary measures to reduce COVID-19 risk.

3/16/20 – City Hall closes to the public due to COVID-19 risk.

5/4/20 – City Hall reopens to the public; masks and social distancing are implemented.

7/13 – 7/17/20 – Utility Billing office closed to due COVID-19 positive test and exposure.

Pre Covid :

- In-person payments accepted for miscellaneous billings and insurance filings.
- Minimal help with preparing for open meetings with staff, limited remote work capabilities.
- Application for City services taken and processed in person, Responding to Customer requests, questions, and/or complaints in person, by phone, or via email. Monthly billing for City services.

Post Covid Service Changes:

- Allowing electronic submission of hotel tax forms & insurance claims via email.
- Transition to pure remote meetings, then hybrid meetings. Implementation of call center. Purchase of additional resources to allow for work from home when needed.
- Offering Customers the ability to apply for services via email to avoid coming into our offices

Full Time Employee Summary

Department	Total FY 20-21 FTE's	Vacant	Total FY 21-22 FTE's
City Manager/City Secretary	2		2
Finance	6	1	6
Human Resources	3	2	3
Legal	2	1	2
Info Technology	3		3
Utility Billing	9		9

City Secretary Proposed Budget

BUDGET CATAGORIES	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Budget	FY 21/22 Proposed
Personnel Service	\$103,889	\$96,189	\$97,907	\$99,412
Supplies & Materials	\$663	\$682	\$600	\$600
Maintenance of Equipment	\$0	\$0	\$0	\$7,600
Contractual Services	\$27,218	\$16,775	\$25,959	\$29,578
TOTAL	\$131,770	\$113,246	\$124,466	\$137,190



Financial Services Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$474,037	\$459,905	\$606,354	\$600,428
Supplies & Materials	\$4,069	\$4,489	\$12,550	\$7,800
Office Equipment and IT Maintenance	\$0	\$0	\$0	\$0
Contractual Services	\$13,411	\$25,062	\$61,390	\$37,828
Total	\$491,517	\$489,456	\$680,294	\$646,056

Human Resources Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel Services	\$309,970	\$247,747	\$262,353	\$303,962
Supplies & Materials	\$5,650	\$7,478	\$4,750	\$5,120
Contractual Services	\$14,308	\$38,096	\$52,014	\$23,983
Total	\$329,928	\$293,321	\$319,117	\$333,065

IT Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel	\$248,378	\$237,063	\$262,925	\$284,981
Supplies & Materials	\$36,418	\$11,743	\$16,238	\$16,250
Office Equipment and IT Maintenance	\$152,049	\$149,807	\$176,670	\$187,015
Contractual Services	\$2,676	\$2,600	\$14,162	\$8,573
Total	\$439,521	\$401,213	\$469,995	\$496,819

Utility Billing Proposed Budget

Expenses	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Budget	FY 2021-22 Proposed
Personnel Services	\$493,490	\$582,027	\$562,947	\$559,457
Supplies & Materials	\$83,258	\$86,374	\$104,200	\$101,750
Maintenance of Structures and Equipment	\$166,000	\$253,902	\$271,540	\$305,976
Contractual Services	\$244,488	\$246,594	\$260,662	\$267,776
Total	\$987,236	\$1,168,897	\$1,199,349	\$1,234,959



FY 2021-2022 Supplemental Packages, Baseline Adjustments

Supplemental Packages	Un-Funded	Funded	Total
HR Technology Systems	\$45,000		\$45,000
Finance Technology Systems	\$100,000		\$100,000
IT Watchguard Server (PD)	\$22,000		\$22,000
IT Spillman Server (PD)	\$35,000		\$35,000
IT Microsoft PC and User Management Services	\$42,000		\$42,000
Total	\$244,000		\$244,000



Questions?



Exhibit C

	<u>General Fund</u>
2021 / 2022 Operating Revenues	
Property Taxes	\$ 9,695,882
Sales Tax	\$ 7,055,000
Franchise Fees	\$ 2,358,000
Permits	\$ 207,500
Fines	\$ 400,000
Charges for Current Services	\$ 327,360
Interest	\$ 15,000
Miscellaneous Revenue	\$ 1,066,152
Intergovernmental Receipts	\$ 36,500
Inter - Fund Franchise Fee Transfers	\$ 1,993,440
Inter - Fund Operating Transfers	<u>\$ 3,791,344</u>
Total Operating Revenue Budget	\$ 26,946,178
 2021 / 2022 Operating Expenditures	
City Council	\$ 26,250
City Manager	\$ 307,525
Municipal Court	\$ 297,330
City Secretary	\$ 137,190
Finance	\$ 646,056
Information Technology	\$ 496,819
Human Resources	\$ 333,065
Legal	\$ 280,998
Planning & Zoning	\$ 198,060
Building Maintenance	\$ 375,141
Vehicle Maintenance	\$ 308,461
Engineering	\$ 589,555
Convention & Tourism	\$ 369,005
Economic Development	\$ 262,236
Non-Departmental	<u>\$ 1,491,467</u>
General Govt. Total	\$ 6,119,158
 Police	 \$ 8,761,429
Fire	\$ 6,472,032
Inspection	\$ 458,484
Animal Control	<u>\$ 553,226</u>
Public Safety Total	\$ 16,245,171
 Historic Sites & Main Street	 \$ 301,963
Library	\$ 609,150
Recreation	\$ 662,966
Parks & Cemetery	<u>\$ 1,362,618</u>
Cultural & Recreational Total	\$ 2,936,697
 Public Works Administration	 \$ 131,384
Streets	<u>\$ 1,188,768</u>
Highways & Streets Total	\$ 1,320,152
 Inter - Fund Transfers	 <u>\$ 325,000</u>
Inter - Fund Transfers Total	\$ 325,000
 Total Operating Expenditure Budget	 \$ 26,946,178

Exhibit D

2021-2022 Proposed Budget
Supplemental Requests for New Programs/Employees

Tier 1 Immediate Need in 2021-2022
Tier 2 Review in 2022-2023
Tier 3 Review for future years

GENERAL FUND	One Time Cost (Reserves)	Annual Recurring Cost (Operations)	
FIRE SERVICES			
Tier 1 Ladder Truck (if Tax Note)		\$ 223,000	Assuming a 7yr Tax Notes at 1%
Ladder Truck (if lease)		\$ 224,000	Assuming a 7yr lease at 2.41%
Ladder Truck (if Cash)	\$ 1,500,000		
Tier 1 SAFER Grant (3 Firefighters)		\$ 250,000	City funding to begins in FY 2025-2026

--

CODE ENFORCEMENT PROGRAM ENHANCEMENT		Provide additional Code Enforcement efforts city-wide		Annual Recurring Cost (Operations) Tier 1 \$ 297,130 Tier 2 \$ 728,366 Tier 3 \$ 200,000 * \$0.01 Property Tax Increase generates approx. \$179,000
Tier 1 Reclassify Code Enforcement Superintendent	\$ 3,250			
Tier 1 PT Code Enforcement Officer	\$ 13,808			
Tier 1 PT Code Enforcement Officer	\$ 13,808			
Tier 1 Vehicle for PT Code Enforcement Officers	\$ 25,000			
Tier 1 Code Enforcement Officer		\$ -	** Funded in Sanitation Fund	
	\$ 25,000	\$ 30,866		
CUSTOMER SERVICE PROGRAM ENHANCEMENT				One Time Cost (Reserves) Tier 1 \$ 439,200 Tier 2 \$ 530,400 Tier 3 \$ -
Tier 1 Engineering / P&Z - Shared Office Assistant II	\$ 46,000			
Tier 1 Human Resources - Office Assistant I	\$ 41,400			
Tier 1 Parks & Cemetery - PT Office Assistant I	\$ 13,808			
	\$ -	\$ 101,208		
HISTORIC SITES PROGRAM ENHANCEMENT		Provide coverage for all Historic Sites facilities		
Tier 1 Zion Hill Museum Assistant	\$ 41,400			
Tier 2 Curator of Collections	\$ 41,400			
Tier 2 PT Museum Assistant	\$ 13,808			
Tier 2 PT Museum Assistant	\$ 13,808			
	\$ -	\$ 110,416		
INCREASE MINIMUM WAGE		Year 1 of 4 year phase-in		
Tier 1 Bring all employees to \$13.3337 per hr rate		\$ 37,500		
	\$ -	\$ 37,500		

2021-2022 Proposed Budget
Supplemental Requests for New Programs/Employees

Tier 1 Immediate Need in 2021-2022
Tier 2 Review in 2022-2023
Tier 3 Review for future years

GENERAL FUND		One Time Cost (Reserves)	Annual Recurring Cost (Operations)	
STREET DEPT				
PROGRAM ENHANCEMENT				Replace positions moved to Sanit. For 2nd Brush Truck crew
Tier 1	Operator I (w/ benefits)		\$ 44,756	
Tier 1	Laborer (w/ benefits)		\$ 41,400	
Tier 2	Operator II (w/ benefits)		\$ 52,544	
Tier 2	Laborer (w/ benefits)		\$ 41,400	
		\$ -	\$ 180,100	
STREET SWEEPER				
PROGRAM ENHANCEMENT				Add 2nd Street Sweeper Unit
Tier 2	Operator I (w/ benefits)		\$ 44,756	
Tier 2	Street Sweeper	\$ 275,000		
		\$ 275,000	\$ 44,756	
REDUCE INTER-FUND TRANSFERS				
Tier 2	Franchise Fee from 8% to 7%		\$ 249,180	
Tier 3	Reduce Operational Category %		\$ 200,000	Yr 1 of a 5 year phase-out
		\$ -	\$ 449,180	
VARIOUS DEPTS - CAPITAL RESERVES				
Tier 1	Animal Services - Generator	\$ 43,600		
Tier 1	Animal Services - Floor Resurfacing	\$ 42,000		
Tier 1	Parks & Cemetery - Mausoleum Roof	\$ 60,000		
Tier 1	Parks & Cemetery - Dump Truck	\$ 83,600		
Tier 2	Parks & Cemetery - Tractor w/ Grapple	\$ 70,400		
Tier 1	Finance - Software (time, attendance, scheduling)	\$ 100,000		
Tier 1	Human Resources & Cemetery - Software (app & eval)	\$ 45,000		
Tier 1	PW - Shower & Eye Wash Station	\$ 20,000		
Tier 1	PW - Kitchen & Warming Station	\$ 20,000		
Tier 2	PW - Forklift	\$ 35,000		
Tier 2	Multiple Depts - Bucket Truck	\$ 150,000		
		\$ 669,600	\$ -	
POLICE DEPT				
Tier 2	Lieutenant (w/ benefits)		\$ 109,000	
Tier 2	Quartermaster (w/ benefits)		\$ 48,000	
		\$ -	\$ 157,000	
ANIMAL SHELTER				
Tier 2	Adoption & Rescue Coordinator (w/ benefits)		\$ 44,756	
		\$ -	\$ 44,756	
PARKS DEPT				
Tier 2	Horticaturalist (w/ benefits)		\$ 69,714	
		\$ -	\$ 69,714	



City Council Meeting

Date: August 3, 2021

Agenda Item: 8.B.

PRESENTER: Brian Bray, Community Services Director

ITEM/SUBJECT: Consider contract award to WorkQuest and Oak Creek Center for City roadside clean-up. (Community Services Director)

SUMMARY/BACKGROUND: Oak Creek provides roadside trash pick-up along approximately 21 roads inside the city limits on a 3 month rotation. The roads includes the following: Starr Avenue (East and West), Pearl Street, Austin Street (East and West), North Street, South Street, Old Tyler Road, Old Lufkin Road, University Drive (North and South), Martin Luther King Boulevard, Woden Road, Shawnee Street, Rayburn Drive, Bennett Clark Road, Appleby Sand Road, Fredonia Street, Durst Street, Main Street (East and West), Martinsville Road, Gasaway Road, and Sandy Lane.

WorkQuest provides funding to Community Rehabilitation Programs such as Oak Creek Center. Oak Creek then employs disabled individuals in and around the community.

FINANCIAL:

Item is budgeted:

Account No.: 01.18.630.77

Account Name: *Janitorial Services*

Amount: \$16,075.04

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Brian W. Bray, Community Services Director
brayb@nactx.us
936-559-2935

ATTACHMENTS: 1. State Use Contract, No. CL2021 - City Roadside Litter Pickup

STATE USE CONTRACT

This contract and agreement is entered into by and between the Receiving Party and the Performing Party (assigned CRP) based upon negotiated price and specifications and certified by WorkQuest, Inc. as a contract under the provisions of Chapter 122, Human Resources Code.

I. Contracting Parties:

Receiving Party:
City of Nacogdoches
Parks & Recreation
1112 North Street
Nacogdoches, Texas 75961

Performing Party:
Oak Creek Day Habilitation/Vocational Center, Inc.
PO Box 424
Lufkin, Texas 75902

II. Statement of Services to be Performed:

City Litter Pickup

- 1) Performing Party to furnish all tools and equipment to perform duties.
- 2) Performing Party to furnish sufficient employees to complete all locations between sunrise and noon daily.
- 3) Bags will be supplied by the receiving party based on containers and total days to be cleaned. Additional bags will be supplied by the performing party.
- 4) Insurance will be provided by the contractor listing the City of Nacogdoches as "Additional Insured" for comprehensive general liability and comprehensive automobile liability. Workers Compensation insurance will be provided by the contractor:
 - a. General Liability:

Bodily Injury	\$1,000,000 each occurrence
	\$1,000,000 aggregate
Property Damage	\$1,000,000 each occurrence
 - b. Auto Liability:

Bodily Injury	\$1,000,000 each person
	\$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence

III. Contract Amount:

The total amount of this Contract shall not exceed \$16,075.04.

IV. Payment for Services:

The Receiving Party shall pay WorkQuest as assignee and servicing agent of Performing Party's interest in the payment under this contract (as directed), for goods and services received upon receipt of a proper invoice or voucher submitted to WorkQuest, within thirty (30) days from receipt of same.

Payment for services performed shall be billed monthly at a rate of \$1,172.92.

Payment for emergency pickup shall be at the rate of \$38.25 an hour and not to exceed \$2,000.00 for the year.

V. Term of Contract

This contract is to begin August 15,2021 – August 14,2022, and shall be reviewed annually or as expressly agreed by the contracting parties.

This contract may be cancelled by either party by giving thirty (30) days written notice.

THE UNDERSIGNED PARTIES do hereby certify that, (i) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected parties of Local and State Government, and (ii) the services, supplies or Contract, are not required by Section 21 of Article XVI of the Constitution of Texas to be supplied under Contract given to the lowest responsible bidder.

RECEIVING PARTY

Receiving Party further certifies that it has authority to contract for the above services by authority granted in Section 122.008, Chapter 122, Human Resources Code.

Name of Receiving Party

Authorized Signature

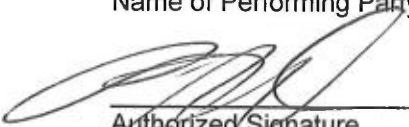
Date

PERFORMING PARTY

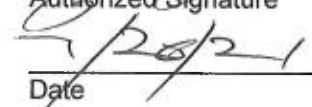
The undersigned signatory for the Performing Party hereby represents and warrants that s/he is an officer of the organization for which s/he has executed this Contract; and that the officer has full and complete authority to enter into this contract on behalf of the Performing Party and has legal authority to perform the activities provided for herein.



Name of Performing Party



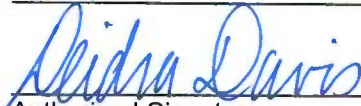
Authorized Signature



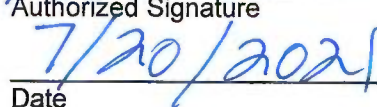
Date

CERTIFYING PARTY

WorkQuest



Authorized Signature



Date

Attachment A

The following named streets, as set forth below, shall herein be designated as the agreed upon stated locations for the Performing Party's services to be performed in the Litter Removal and Disposal regarding said Contract, and such terms shall be incorporated by reference herein, and stated as follows:

August 15,2021 – August 14,2022 litter removal and disposal will be performed at a frequency covering approximately 18 roads on a 3-month rotation during the stated term of said contract.

Starr East and West
Pearl Street
Austin East and West
North Street
South Street
Old Tyler Road
Old Lufkin Road
University North and South
Martin Luther King Blvd.
Woden Road
Shawnee Street
Rayburn Drive
Bennett Clark Road
Appleby Sand Road
Fredonia Street (Hwy 7 West)
Durst (Hwy 225)
Main West (Hwy 21 West)
Main East (Hwy 7 & 21 East)
Martinsville Road (University to Park)
Gasaway Road
West Austin (Pearl to Old Tyler Road)
Sandy Lane
Old Tyler Road (Powers to West Austin)
University Drive (East Austin to North Loop)

Remove, Bag and dispose of litter from the ground.



City Council Meeting

Date: August 3, 2021

Agenda Item: 8.C.

PRESENTER: Brian Bray, Community Services Director

ITEM/SUBJECT: Consider contract award to WorkQuest and Oak Creek Center for City park clean-up. (Community Services Director)

SUMMARY/BACKGROUND: City of Nacogdoches contracts with Oak Creek Center to clean park pavilions and restrooms, restock supplies as needed, empty trash cans and pick up trash within 14 city parks. City has contracted with Oak Creek since 2012. Oak Creek employs over 100 people with intellectual developmental disabilities. Out of their 100 employees, 18 to 22 work in Nacogdoches on a weekly basis.

WorkQuest provides funding to Community Rehabilitation Programs such as Oak Creek Center. Oak Creek then employs disabled individuals in and around the community.

FINANCIAL:

Item is budgeted:

Account No.: 01.23.630.77

Account Name: *Janitorial Services*

Amount: \$37,740.22

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Brian W. Bray, Community Services Director
brayb@nactx.us
936-559-2506

ATTACHMENTS: 1. State Use Contract, No. PL2021 - Litter Pickup at the City Parks

STATE USE CONTRACT

This contract and agreement is entered into by and between the Receiving Party and the Performing Party (assigned CRP) based upon negotiated price and specifications and certified by WorkQuest, Inc. as a contract under the provisions of Chapter 122, Human Resources Code.

I. Contracting Parties:

Receiving Party:
City of Nacogdoches
Parks & Recreation
1112 North Street
Nacogdoches, Texas 75961

Performing Party:
Oak Creek Day Habilitation/Vocational Center, Inc.
PO Box 424
Lufkin, Texas 75902

II. Statement of Services to be Performed:

Litter Pickup at the City Parks

- 1) Performing Party to furnish all tools and equipment to perform duties.
- 2) Performing Party to furnish sufficient employees to complete all locations between sunrise and noon daily.
- 3) Bags will be supplied by the receiving party based on containers and total days to be cleaned. Additional bags will be supplied by the performing party.
- 4) Insurance will be provided by the contractor listing the City of Nacogdoches as "Additional Insured" for comprehensive general liability and comprehensive automobile liability. Workers Compensation insurance will be provided by the contractor:

a. General Liability:

Bodily Injury	\$1,000,000 each occurrence
	\$1,000,000 aggregate
Property Damage	\$1,000,000 each occurrence

b. Auto Liability:

Bodily Injury	\$1,000,000 each person
	\$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence

III. Contract Amount:

The total amount of this Contract shall not exceed \$37,740.22.

IV. Payment for Services:

The Receiving Party shall pay WorkQuest as assignee and servicing agent of Performing Party's interest in the payment under this contract (as directed), for goods and services received upon receipt of a proper invoice or voucher submitted to WorkQuest, within thirty (30) days from receipt of same.

Payment for services performed shall be billed monthly at a rate of \$3,145.02.

V. Term of Contract

This contract is to begin August 15,2021 – August 14,2022, and shall be reviewed annually or as expressly agreed by the contracting parties.

This contract may be cancelled by either party by giving thirty (30) days written notice.

THE UNDERSIGNED PARTIES do hereby certify that, (i) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected parties of Local and State Government, and (ii) the services, supplies or Contract, are not required by Section 21 of Article XVI of the Constitution of Texas to be supplied under Contract given to the lowest responsible bidder.

RECEIVING PARTY

Receiving Party further certifies that it has authority to contract for the above services by authority granted in Section 122.008, Chapter 122, Human Resources Code.

Name of Receiving Party

Authorized Signature

Date _____

PERFORMING PARTY

The undersigned signatory for the Performing Party hereby represents and warrants that s/he is an officer of the organization for which s/he has executed this Contract; and that the officer has full and complete authority to enter into this contract on behalf of the Performing Party and has legal authority to perform the activities provided for herein.

Ogden Civic Center
Name of Performing Party

Authorized Signature

Date _____

CERTIFYING PARTY

WorkQuest

Authorized Signature

Date _____

Attachment A

The following Parks shall be cleaned as follows:

	Monday	Tuesday	Wednesday	Thursday	Friday
Festival Park (formerly Banita Creek South)	√		√		√
Banita Creek North	√		√		√
Maroney	√		√		√
Pecan Acres	√		√		√
Pioneer Acres	√		√		√
Clint Dempsey	√		√		√
Lake Nacogdoches/East	√		√		√
Lake Nacogdoches/West	√		√		√
Lake Nacogdoches Overlook	√		√		√
Woden Road/Robert McCrimmon		√		√	
Mill Pond		√		√	
Ritchie Street		√		√	
Lakeside		√		√	
Temple Spray Station		√		√	

Each park will have the following completed during each visit:

- 1) Remove all litter from the ground
- 2) Empty all trash cans into dumpsters and replace trash can liners
- 3) Clean restrooms and unplug toilets
- 4) Report any maintenance issues to City Parks Superintendent
- 5) Use blower on and around pavilions

Oak Creek Center will provide all cleaning agents for the restrooms.

City of Nacogdoches will provide toilet tissue and trashcan liners.



City Council Meeting

Date: August 3, 2021

Agenda Item: 8.D.

PRESENTER: Pam Curbow, Finance Director

ITEM/SUBJECT: Quarterly Investment Report for quarter ended June 30, 2021. (Finance Director)

SUMMARY/BACKGROUND: Presentation of Quarterly Investment Report for the quarter ended June 30, 2021.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Pam Curbow, Finance Director
curbowp@nactx.us
936-559-2526

ATTACHMENTS: 1. 06 30 2021 Qtr Inv Report

Investment Report

April 1, 2021 – June 30, 2021



This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, that this report is in compliance with the state policies and Investment Policy of the City of Nacogdoches.

Pam Curbow

Investment Officer

**Investment Position
City of Nacogdoches
June 30, 2021**

As of June 30, 2021, the City of Nacogdoches had investments in the following accounts:

- \$2.8 million in Southside Bank earning a rate of 0.075%,
- \$47.5 million invested in TexPool accounts earning a rate of 0.02%,
- \$1.5 million in a Fidelity Money Market Account with Regions Bank earning a rate of 0.01%,
- \$6.5 million invested in a Money Market Account with Veritex Bank at 0.12% (variable, Texas Pools average +.10%)
- \$4 million invested in a Money Market Account with Southside Bank at .375%
- \$20 million invested in Certificates of Deposit with an average rate of .7279%
- The City's average yield for FY21 is 0.26%.

City of Nacogdoches Strategy Summary June 30, 2021

Quarter End Results by Investment Category:

Asset Type	June 30, 2021		June 30, 2021		March 31, 2021		March 31, 2021		June 30, 2021	
	Book Value	Market Value	Book Value	Market Value	Book Value	Market Value	Book Value	Market Value	APR	
Southside Bank	\$ 3,041,991.16	\$ 2,787,277.04	\$ 3,882,915.94	\$ 3,928,378.26					0.075%	
Southside Money Market Account	\$ 4,003,791.00	\$ 4,003,791.00	\$ -	\$ -					0.375%	
Veritex Bank Money Market Account	\$ 6,497,764.85	\$ 6,497,764.85	\$ 7,051,380.65	\$ 7,051,380.65					0.12%	
Regions Bank Fidelity Money Market Account	\$ 1,491,391.71	\$ 1,491,391.71	\$ 1,492,006.85	\$ 1,492,006.85					0.01%	
TexPool Accounts	\$ 46,804,179.10	\$ 47,409,683.52	\$ 49,865,898.98	\$ 51,093,914.83					0.02%	
Certificates of Deposit	\$ 20,255,006.91	\$ 20,255,006.91	\$ 20,220,225.22	\$ 20,220,225.22					0.73%	
Totals	\$ 82,094,124.73	\$ 82,444,915.03	\$ 82,512,427.64	\$ 83,785,905.81						

Current Quarter Average Yeild

Total Portfolio .20%

Fiscal Year to Date Average Yeild

Total Portfolio 0.26%

Interest Earnings

Quarterly Interest Income	\$42,131.05
Year to date Interest Income	\$151,167.65

Note: Bank balances represent pooled cash accounts. Cash balances are unaudited.

Summary Statement **City of Nacogdoches** **4/01/2021 –6/30/2021**

Beginning Balance 04/01/2021	\$ 83,785,906
Ending Balance 03/31/2021	\$ 82,444,915
Increase/(Decrease)	\$ (1,340,991)
Total Interest	\$ 42,131
Avg Yield for Qtr	0.20%

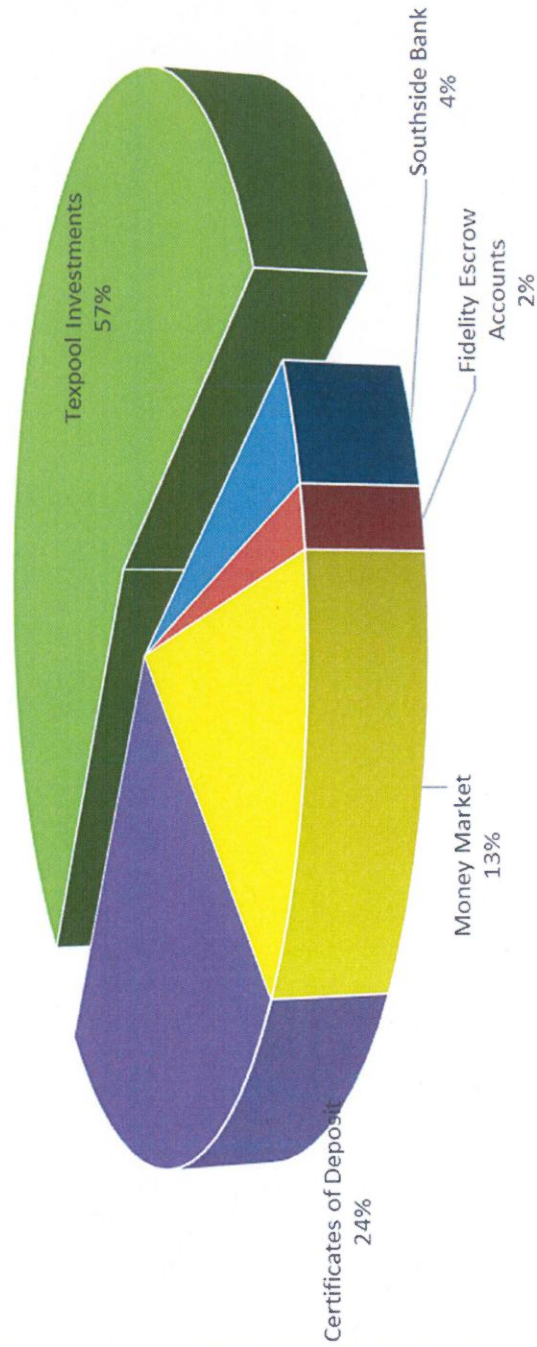
Certificates of Deposit

- Austin Bank \$2,000,000 2.33% APR 24 Month CD
 Maturity Date – September 30, 2021
 Sanitation Fund - \$2,000,000
- Austin Bank \$2,000,000 0.30% APY 12 Month CD
 Maturity Date – January 26, 2022
 Utility Fund - \$2,000,000
- Austin Bank \$2,000,000 0.35% APY 18 Month CD
 Maturity Date – July 26, 2022
 Utility Fund - \$2,000,000
- Austin Bank \$2,000,000 0.45% APY 24 Month CD
 Maturity Date – January 26, 2023
 Utility Fund - \$2,000,000

Certificates of Deposit

- Citizens State Bank \$2,000,000 0.60% APY 18 Month CD
 Maturity Date – February 24, 2022
 General Fund - \$2,000,000
- Citizens State Bank \$2,000,000 0.60% APY 21 Month CD
 Maturity Date – May 24, 2022
 Sanitation Fund - \$2,000,000
- Citizens State Bank \$2,000,000 0.60% APY 24 Month CD
 Maturity Date – August 24, 2022
 Sanitation Fund - \$2,000,000
- Citizens 1st Bank \$2,000,000 0.60% APR 24 Month CD
 Maturity Date - August 27, 2022
 General Fund \$1,000,000 Utility Fund - \$1,000,000

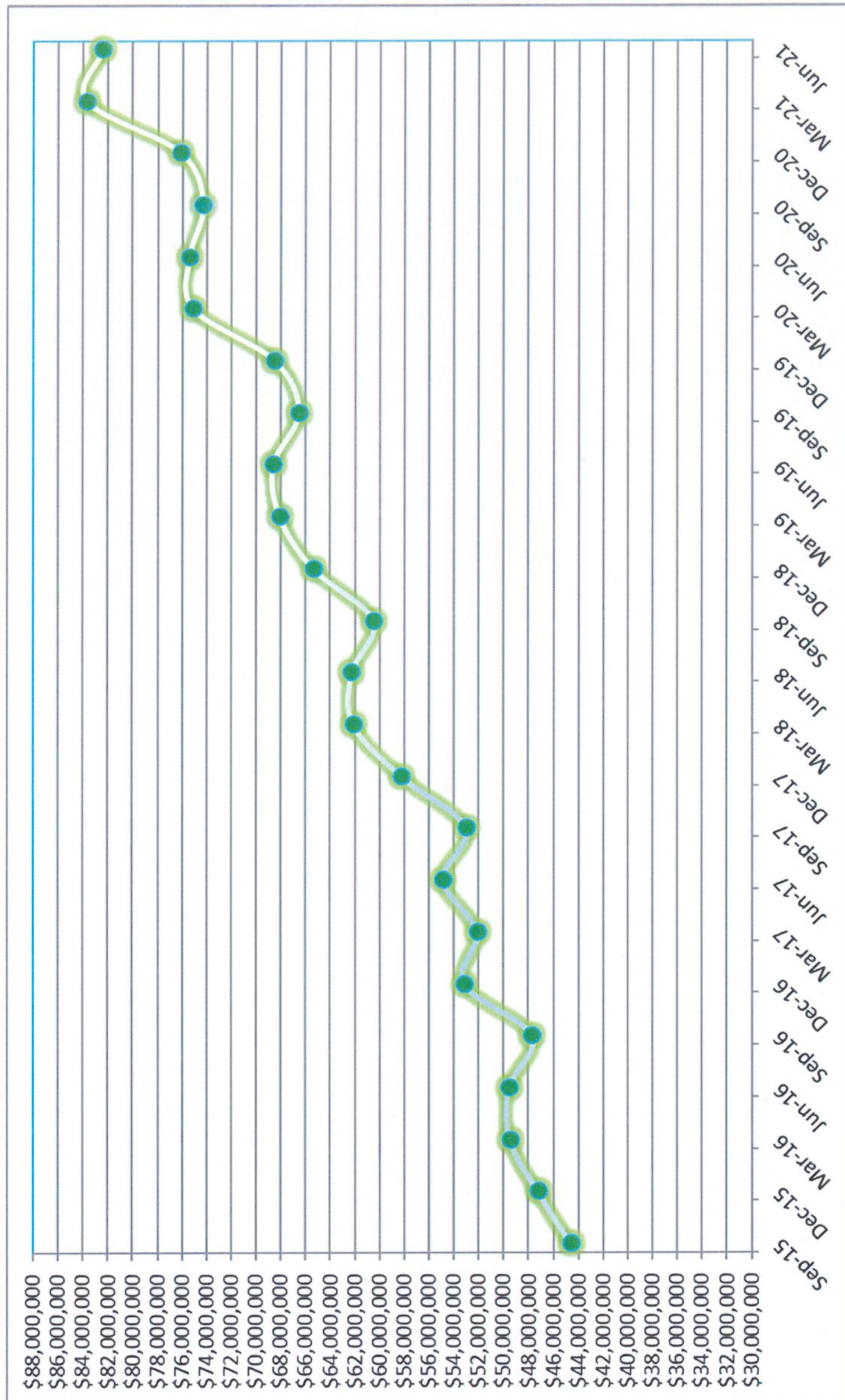
Ending Book Value City of Nacogdoches June 30, 2021



■ Southside Bank ■ Fidelity Escrow Accounts ■ Money Market ■ Certificates of Deposit ■ Texpool Investments

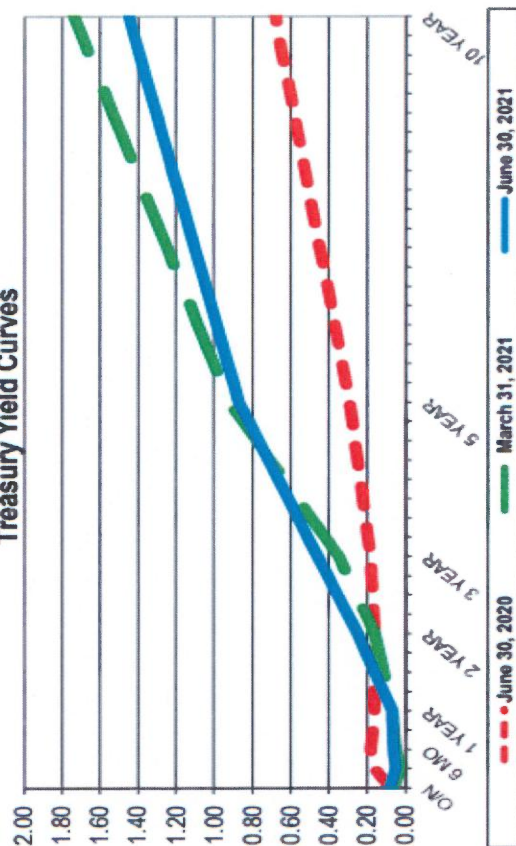
Investment	Rate	Value	% Total
Southside Bank	0.075%	\$ 3,041,991.16	3.71%
Fidelity Escrow Accounts	0.994%	\$ 1,491,391.71	1.82%
Money Market	1.103%	\$ 10,501,555.64	12.79%
Certificates of Deposit	1.805%	\$ 20,255,006.91	24.67%
Texpool Investments	1.003%	\$ 46,804,179.10	57.01%
Total		\$ 82,094,124.52	100.00%

Portfolio Balance History City of Nacogdoches

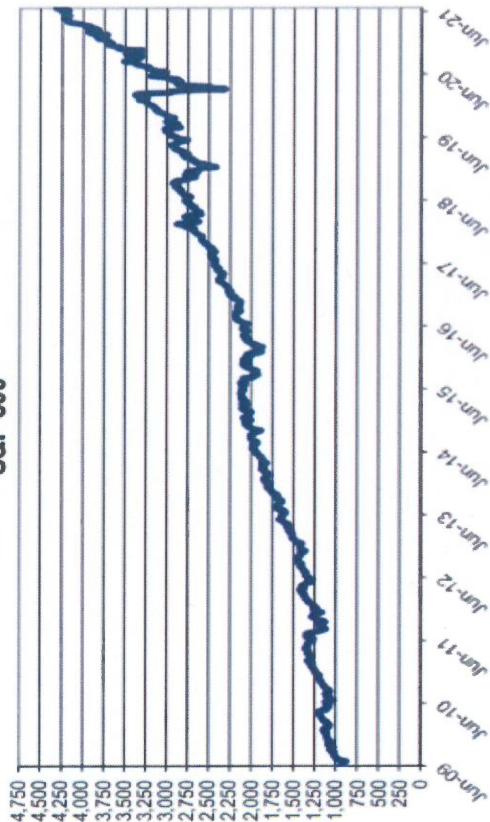


The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading <0.10%), and projects that reduced rates could remain into 2023. First Quarter GDP posted +6.4% (Final). In June, Payrolls added 850k and Unemployment (U2) rose slightly to 5.9%. Crude oil traded up to +/- \$75 per barrel. The Stock Markets reached new highs. Housing, Industrial Production, Durable Goods, Consumer Spending, and other indicators moderated and showed signs of strain. The Biden administration and Congress continue to negotiate an infrastructure package. Inflation surged over the FOMC 2+% target, but is considered to be temporary. The Yield Curve "humped" slightly in the two-to-three year maturity sector while the long end fell.

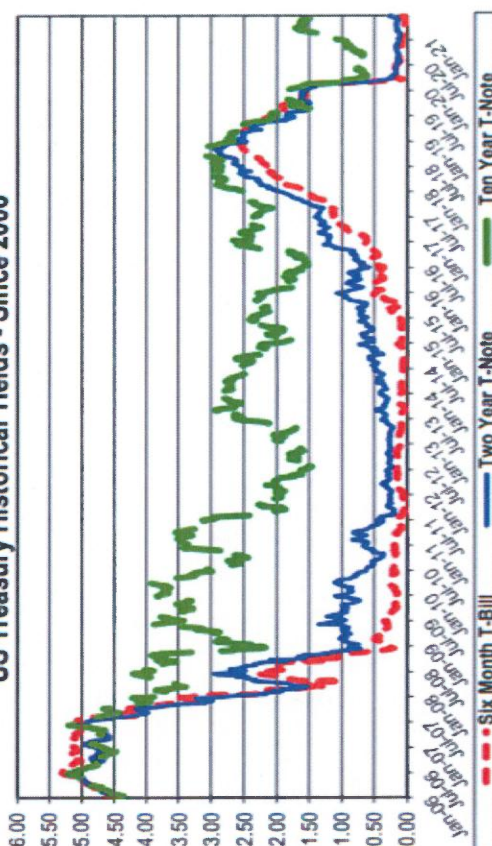
Treasury Yield Curves



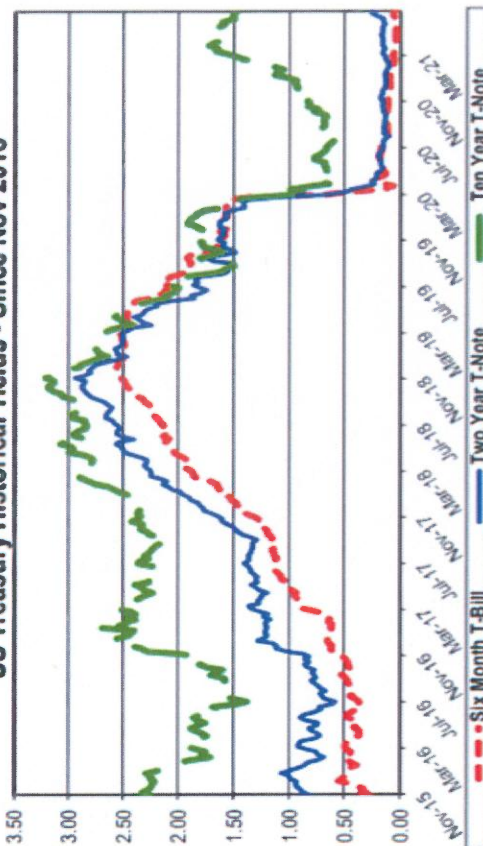
S&P 500



US Treasury Historical Yields - Since 2006



US Treasury Historical Yields - Since Nov 2015





City Council Meeting

Date: August 3, 2021

Agenda Item: 9.A.

PRESENTER: Wayne Mitchell, Chamber of Commerce, Grace Handler, Blueberry Festival Committee

ITEM/SUBJECT: Receive presentation on the 2021 Texas Blueberry Festival. (Wayne Mitchell, Chamber of Commerce and Grace Handler, Blueberry Festival Committee)

SUMMARY/BACKGROUND: The Texas Blueberry Festival is the only state-sanctioned blueberry festival in Texas. The festival includes the Blueberry Bluegrass Concert, Running of the Blueberries, food and art vendors, contests, tournaments and thousands of pounds of blueberries for sale.

This presentation will include economic impact estimates, event attendance, in-kind support, and sponsorships. City of Nacogdoches serves as a high level sponsor for this event and offers in-kind support from multiple City departments including Public Works, Communications, Parks & Recreation, Waste Water, and Maintenance.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Downtown Entertainment and Destination District

CITY CONTACT: Jan Vinson, City Secretary
vinsonj@nactx.us
936-559-2506

ATTACHMENTS:

1. Texas Blueberry Festival PowerPoint Presentation-Final- 2021 (2)
2. Blueberry Bluegrass Concert 2021 Presentation.pptx

Nacogdoches County
Chamber of Commerce

31ST ANNUAL TEXAS BLUEBERRY FESTIVAL



presented by

TIPTONFord

Nacogdoches, TX

THANK YOU TO THE CITY OF NACOGDOCHES!

Because of your support...

- **Nacogdoches Hotels, Restaurants & local businesses were filled!**
- **Thousands of our residents enjoyed a wonderful day!**
- **Nacogdoches was treated to great music and entertainment!**
- **We celebrated our diverse cultures!**
- **We attracted visitors to our area from all over!**
- **We promoted the Texas Blueberry Industry to America!**
- **We were able to provide a safe and exciting family event!**





WHAT DID PEOPLE TELL US?

“What a TERRIFIC turn out! Your team and volunteers did an amazing job! I believe this was the largest crowd I have seen in the last 9 years! We had people coming to our booth starting at 7am and pretty much didn’t stop/slow down till around 2pm. I just wanted to give you a little feedback and again congratulate you and your wonderful team!”

Patrick Castillo

SERVPRO of Lufkin/S. Nacogdoches County

“The Fredonia Hotel had a very successful Blueberry Festival Weekend!

The Texas Blueberry Festival continues to be one of our busiest weekends of not only the summer, but the entire year. We were especially thankful for the crowds at this year’s event after having to miss out in 2020 due to COVID-19. We value our relationship with the Nacogdoches County Chamber of Commerce and commend them on their outstanding job planning and executing the festival.”

Ryan Russell

Assistant General Manager





WHAT WAS NEW?

1. Presenting sponsor Tipton Ford offered festival guests two attractions:
 - Photo op with the Blueberry Festival Ford F1 on the square
 - Sasquatch Off Road Adventure Club hang out on the creek in Festival Park
2. A new event at the festival was the Berry Best Photo Booth sponsored by SERVPRO of Lufkin/S. Nacogdoches County and Texas Size Selfie. This event made it possible for every festival guest to take a free photo with the commemorative art work for this year's festival and they received both a hard copy and an electronic image. This event can turn in to a tradition for folks to make sure they get their Berry Best Photo taken at our festivals in the future, because each will include that year's artwork.
3. A bagpipe player was leading the True Blue Pet Parade!
4. **Running of the Blueberries added a 10K and one mile run and attracted over 380 participants. This event raised over \$13,000 for the Nacogdoches Dog Park!**



DOING OUR PART...



- **The Nacogdoches Fire & Safety Department vaccinated approximately 65 during the Festival**
- Masks were available at the Chamber Information Booth for anyone that wanted to mask up
- Sanitizer was available at several locations on the festival site
- Water was available at several vendor locations in Downtown Nacogdoches



MUSIC! MUSIC! MUSIC!

- The Festival featured 20 live entertainment acts on three stages including two performances by the Alabama Coushatta Tribe of Texas.
- The tribe also displayed art and other cultural items in Commercial Bank of Texas' lobby. They visited with festival guests, sharing their culture and heritage.
- Texas Blueberry Festival and Blueberry Bluegrass Concert in the Park, the Chamber enjoyed promoting all of the blueberry activities that were going on in Nacogdoches before and after the blueberry celebration weekend. We show support for all businesses in Nacogdoches County and encourage more to bring blueberry into their business!



BUSINESS PROMOTION & MEDIA ATTENTION

In addition to the Texas Blueberry Festival and Blueberry Bluegrass Concert in the Park, the Chamber enjoyed promoting all of the blueberry activities that were going on in Nacogdoches before and after the blueberry celebration weekend. We support businesses in Nacogdoches County and encourage more to bring blueberry into their business!

The Chamber works with local media to promote the festival weekend in the local East Texas market. We appreciate the support from KTRE-TV, The Daily Sentinel, KSWP/KAVX Christian Radio, Townsquare Media, 103 The Bull.

We greatly appreciate the partnership with Sherry Morgan and her Visit Nacogdoches team. They have access to markets state-wide and beyond.

The Texas Blueberry Festival is an attractive public event that catches media attention. It's a good way to bring positive attention to Nacogdoches.

WE CAN'T DO IT WITHOUT SPONSORS!

Tipton Ford

City of Nacogdoches

Pilgrim's

Badders Law Firm

RV Outfitters

Regions Bank

University Rentals

Citizens 1st Bank

Chill Nac

Raising Cane's Chicken Fingers

Ubank

Excel ER

Gound Chevrolet Co.

Harry's Building Materials

McWilliams & Son Heating

and Air Conditioning

Southside Bank

Around the Town

Austin Bank

BancorpSouth/BXS Insurance

Etech

The Daily Sentinel



WE CAN'T DO IT WITHOUT PARTNERS!

Tipton Ford

City of Nacogdoches

Keep Nacogdoches Beautiful

Badders Law Firm

Pilgrim's

RV Outfitters

The Blueberry Place

Brookshire Brothers

Kiwanis Club

SFA Driving Jacks

SFASU Hospitality

Texas A&M Agrilife Extension

Visit Nacogdoches

Pageants of East Texas

City of Nac Recreation

McWilliams & Son

Family Crisis Center of E. Tx

SERVPRO

Texas Size Selfie

Party'N Things

KAVX/KSWP Christian Radio

Ted Smith State Farm

Timber Creek Church

National 42 Players Association





WE CAN'T DO IT WITHOUT PANCAKES!

- **Kiwanis Club Blueberry Pancake Breakfast**
- More than 1,500 plates of blueberry pancakes were served = 4,500+ pancakes!
- Additional pancakes were taken to GODTEL
- Thanks to our community leaders for stepping up to the pancake plate!
 - Mario and Jennifer Canizares
 - Jimmy and Lisa Mize
 - Scott and Sherri Gordon
 - Gabriel and Deborah Trujillo



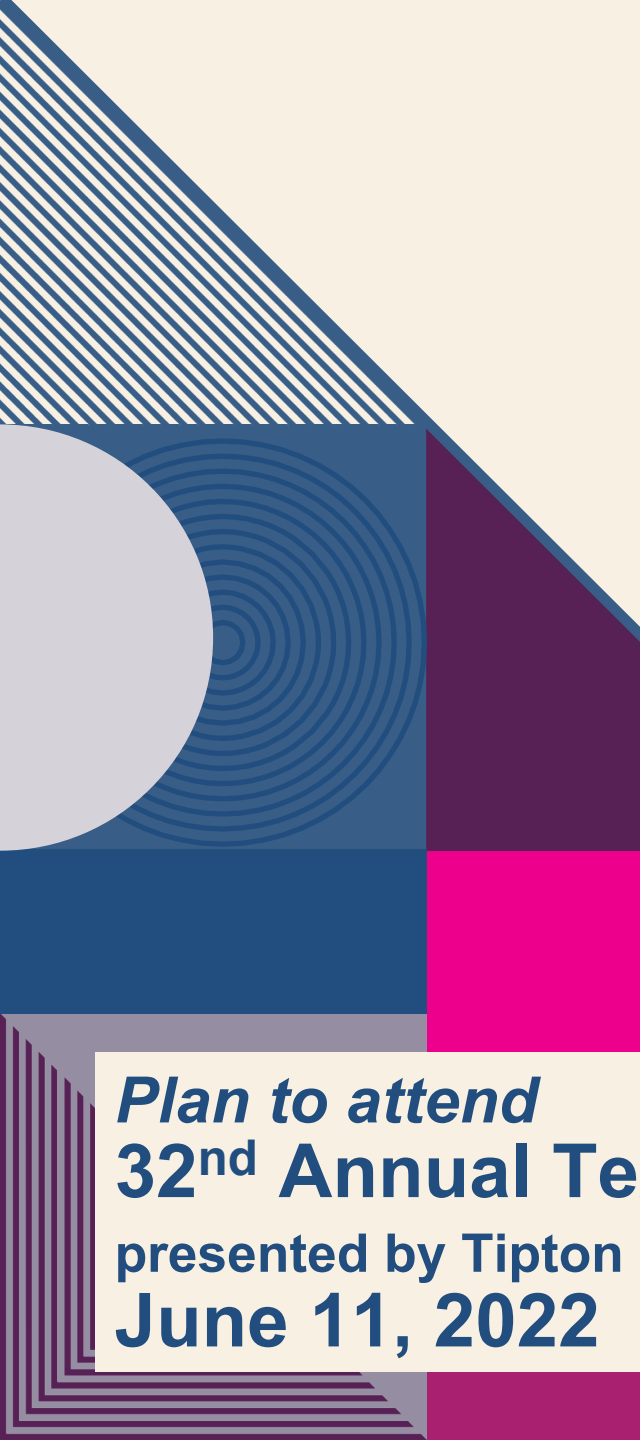
WE CAN'T DO IT WITHOUT OUR VOLUNTEERS!



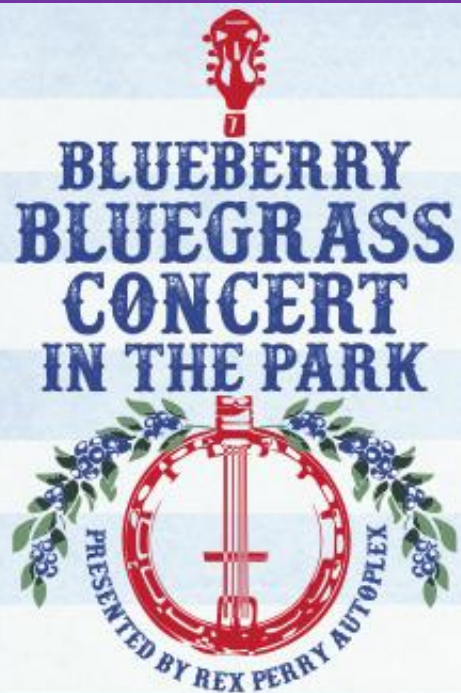
The Nacogdoches Chamber thanks our hundreds of volunteers that contributed thousands of hours during the planning process and the days of the event!

Without you, this event would be impossible to host!

Planning has already started for the 2022 event and we look forward to another outstanding Texas Blueberry Festival!



Plan to attend
32nd Annual Texas Blueberry Festival
presented by Tipton Ford
June 11, 2022



**THE FARM HANDS
THE PURPLE HULLS
HICKORY HILL**

**6 TO 9:30 P.M.
FRIDAY, JUNE 11**

**FESTIVAL PARK IN
DOWNTOWN
NACOGDOCHES**











Social Media Recap (May 1-June 14, 2021)

Facebook Page

- Average reach per day 3,130
- Total impressions 113,000

Facebook Event

- People reached 19,893

Facebook Advertising

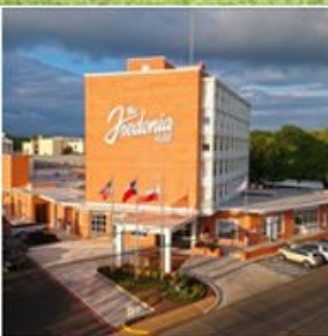
- Impressions 67,956

Google Advertising

- Impressions 73,642

The [Blueberry Bluegrass Concert in the Park](#) on June 11 is just the beginning of a whole weekend of fun. It kicks off the [Texas Blueberry Festival](#), the most delicious festival in all of Texas! For those looking to stay for the weekend, our town offers a variety of comfy, unique places to lay your head. Browse hotels, bed and breakfast lodging, RV parks and more at <https://www.visitnacogdoches.org/hotels/>.

#ThingsToDo #SummerFestival #TBF2021



13,785
People Reached

1,851
Engagements

Boost Post



21

5 Comments 23 Shares

The [Blueberry Bluegrass Concert in the Park](#) isn't the only good time you'll find in [Nacogdoches, Texas](#). That weekend is jam packed with fun! On Thursday, June 10, [Millard's Crossing Historic Village](#) is hosting a Blueberry Jam Outdoor Music Concert and Craft Market. Friday, of course, is our bluegrass bonanza. Saturday is the [Texas Blueberry Festival](#), and that night [Cody Johnson](#) will be performing live at the [Nacogdoches County Exposition & Civic Center](#). So, stay the weekend a...
See More

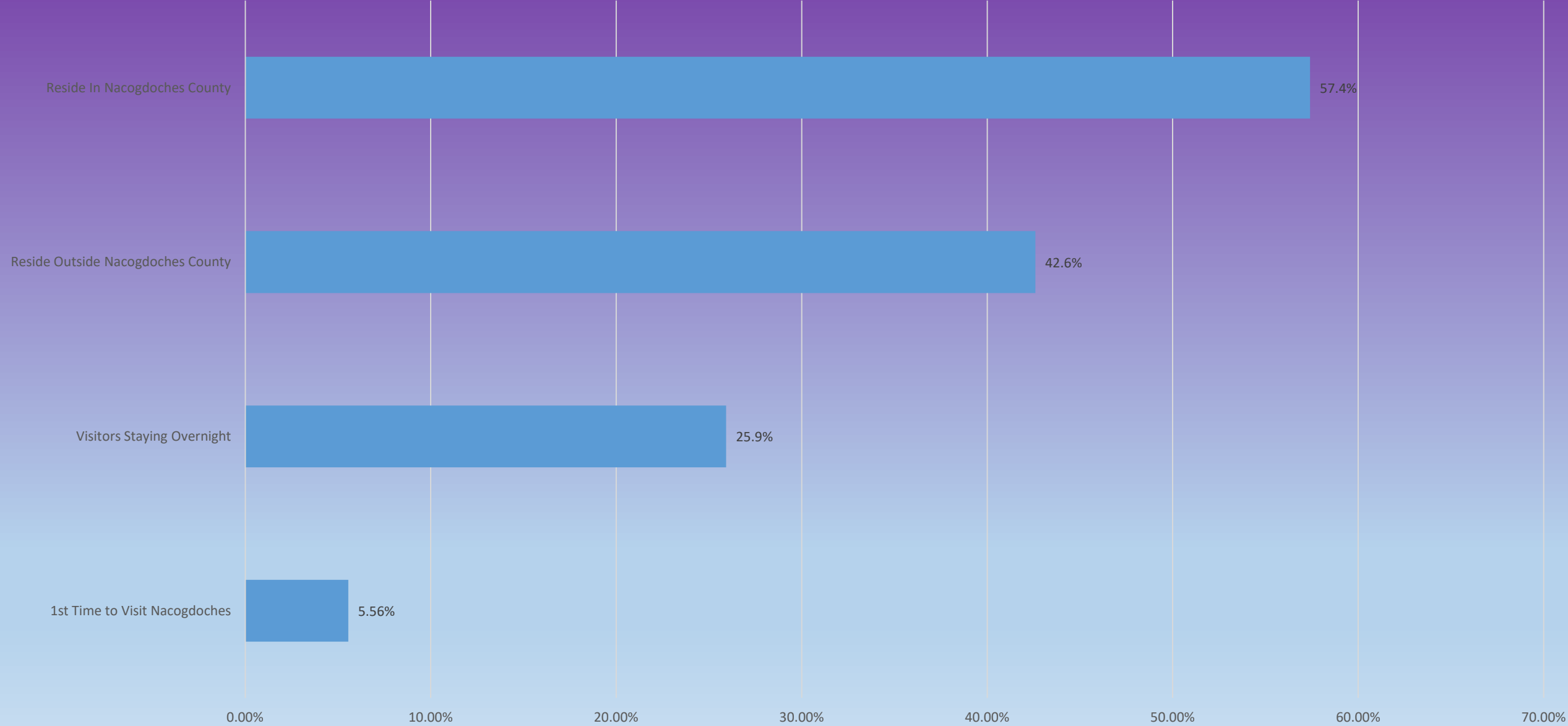


915
People Reached

76
Engagements

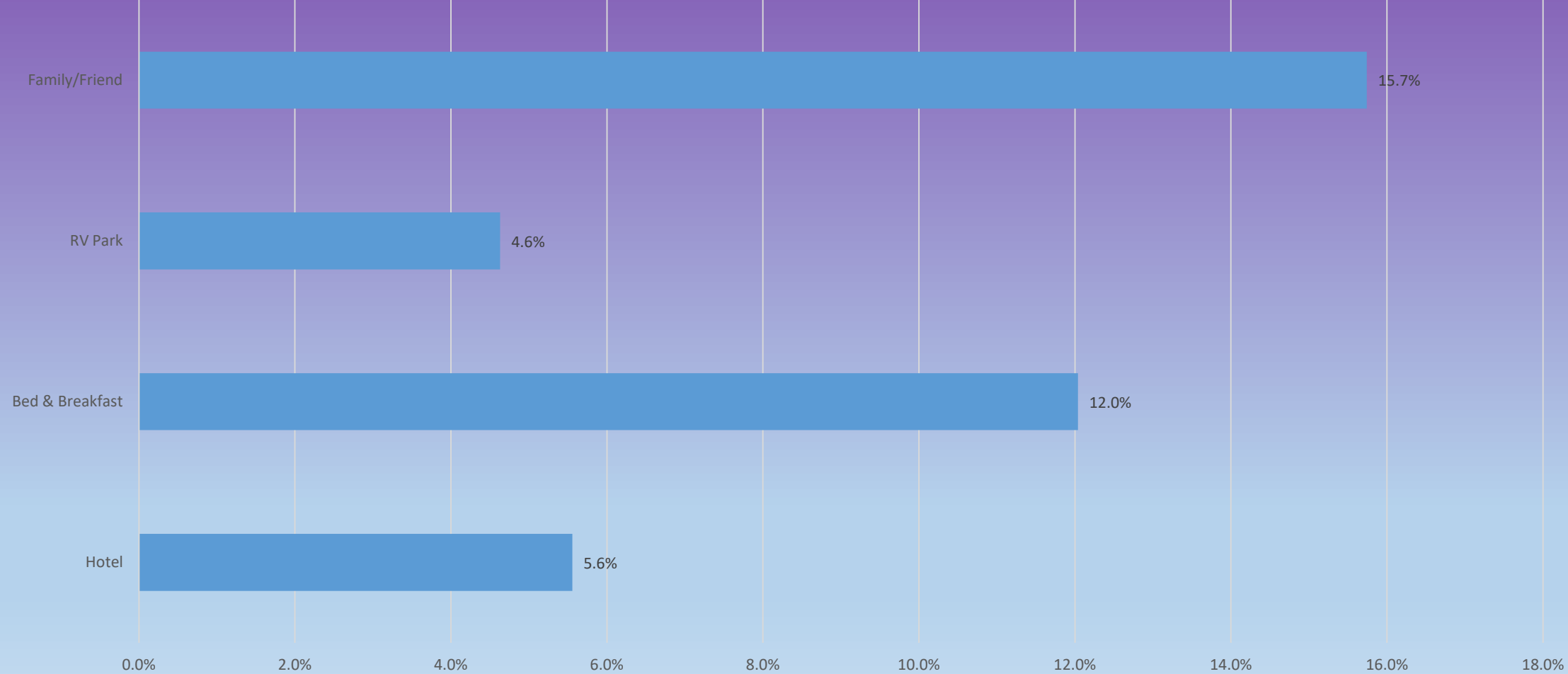
Boost Post

Survey Results (106 completed surveys)



Survey Results (106 completed surveys)

Overnight Stays





Gent Mountain Grass Burrs



Hickory Hill



The Farm Hands





The Purple Hulls

Thank you!

Presenting Sponsor

- Rex Perry Autoplex

Partners

- Motorhomes of Texas
- SFA Alumni Association
- First Baptist Church
- Nacogdoches Co Reserve Deputies
- Nacogdoches Co Sheriff & Jail
- Chamber of Commerce

City of Nacogdoches

- VisitNacogdoches
- Parks & Recreation
- Police Department
- Fire Department
- Street Department
- Wastewater & Solid Waste
- Main Street

Organizing Committee

- Angela Wiederhold Point A Media
- Scott Waller XETX Business Solutions
- Scarlett Long Parkway Wealth Management
- Claire Robbins Manpower
- Carolyn Joffrion Retired
- Lindsey Rodriguez Rex Perry Autoplex
- Joanna Temple Visit Nacogdoches
- Over 30 volunteers

PRESENTER: Larissa Philpot, Economic Development Director

ITEM/SUBJECT: Consider Ordinance No. 1874-08-21 establishing an economic development program pursuant to Chapter 380 of the Local Government Code, to be administered by the Economic Development Department. (Economic Development Director)

SUMMARY/BACKGROUND: Through a limitation on cities' expenditures of public funds, the Constitution of the State of Texas generally states cities in Texas cannot spend public tax dollars for a private purpose. However, in 1987, the Constitution was amended to allow the Legislature to authorize economic development programs to make loans and grants of public monies to support projects that lead to the creation and retention of jobs, increased capital investment, and increased ad valorem and sales tax. In 1989, the Legislature then added Chapter 380 to the Local Government Code. Chapter 380 allows cities to adopt economic development programs to incentivize investment in the community leading to economic growth.

Agreements between cities and economic development prospects, commonly referred to as Chapter 380 agreements, arose out of this legislation. Essentially, as long as a nexus can be shown between the project and the economic growth of the City, the City may offer grants and other assistance to support the project. Each agreement is reviewed on a case-by-case basis.

Chapter 380 programs are specific to the goals of each community they serve. The Chapter 380 program currently being proposed was informed by best practices found across the state as well as recommendations from the 2019 Industry Attraction Study provided by the Nacogdoches Economic Development Corporation. The program was drafted to be responsive and agile and to serve as a marketing tool to showcase the target industries the community wishes to attract. The 2019 Industry Attraction study recommended focusing on aviation, healthcare, advanced manufacturing, and IT related industries and businesses.

The City's current economic incentive policy was vague, written at the time to allow for maximum flexibility in application. The proposed policy gives specific direction regarding the types of projects that should be funded as well as the types of incentives to be offered.

The proposed policy sets criteria for investment, to effectively communicate investments from the City provided under this program will in fact result in the desired objectives of increased creation and retention of jobs, increased capital investment, and increased ad valorem and sales tax and will not be gifts of public funds.

The proposed policy also utilizes the vast expertise found in the members of the Nacogdoches Economic Development Corporation. These members include representatives from local banks, financial planners, Stephen F. Austin State University, hospitals, and small businesses. The officers and five member executive committee are proposed to serve as a review panel for any proposed economic development incentive. Their unique perspectives on both sides of project funding and new business development will provide support to the City Council as they consider

each new agreement.

The proposed policy provides a timeline to ensure the projects are kept on track and on schedule.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Economic Development

CITY CONTACT: Larissa Philpot, Economic Development Director
lphilpot@nedco.org
936-559-1255

ATTACHMENTS:

1. Ordinance - 380 Program Adoption 7.28.21 1.22. Final
2. Proposed City ED Policy 07.28.21
3. Proposed Economic Development Fund Policy 07.28.21

**CITY OF NACOGDOCHES, TEXAS
ORDINANCE NO. 1874-08-21**

AN ORDINANCE ESTABLISHING AN ECONOMIC DEVELOPMENT PROGRAM PURSUANT TO CHAPTER 380 OF THE LOCAL GOVERNMENT CODE, TO BE ADMINISTERED BY THE ECONOMIC DEVELOPMENT DEPARTMENT; CONTAINING FINDINGS AND OTHER PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EMERGENCY.

WHEREAS, Article 3, Section 52-a of the Texas Constitution authorized the legislature to provide for the creation of programs and the making of loans and grants of public money for certain specified purposes; and

WHEREAS, pursuant to such authorization, the legislature passed Chapter 380 of the Texas Local Government Code (“Local Government Code”), which contains certain statutes authorizing municipalities to establish certain economic development programs (hereinafter referred to as a “Chapter 380 Program”); and

WHEREAS, under Section 380.001 of the Local Government Code, the governing body of a municipality may administer a Chapter 380 Program by the use of municipal personnel, and may accept contributions, gifts, or other resources to develop and administer the Chapter 380 Program; and

WHEREAS, under Section 380.003 of the Local Government Code, a municipality may, as an agent of the State, provide matching funds for a federal program that requires local matching funds from a state agency, to the extent state agencies that are eligible decline to participate or do not fully participate in the program; and

WHEREAS, the Economic Development Director has recommended that the City of Nacogdoches establish a Chapter 380 Program which will permit the City to provide loans, grants, and/or matching funds under any or all sections of Chapter 380 of the Local Government Code to qualified applicants upon approval by City Council on a case-by-case basis; and

WHEREAS, in order to establish guidelines for Chapter 380 assistance eligibility, the Economic Development Director has recommended that City Council adopt the “Economic Development Incentive Program” set forth in Exhibit A to this Ordinance; and

WHEREAS, a Chapter 380 Program will benefit the City by stimulating business and commercial activity within the City of Nacogdoches;

NOW, THEREFORE, be it ordained by the City Council of the City of Nacogdoches, Texas that:

Section 1. The City Council adopts the findings set out in the preamble hereof and hereby establishes the City of Nacogdoches Chapter 380 Program under the provisions of

Chapter 380 of the Local Government Code. The purposes of the Chapter 380 Program shall be:

- (i) to make loans and/or grants of public money and to provide personnel and/or services of the City of Nacogdoches for the purpose of promoting state or local economic development and to stimulate business and commercial activity in the City of Nacogdoches, pursuant to Section 380.001 of the Local Government Code;
- (ii) to accept contributions, gifts or other resources pursuant to Section 380.001 of the Local Government Code, for the purpose of developing and administering the program;
- (iii) to provide matching funds under Section 380.003 of the Local Government Code for a federal program that requires local matching funds from a state agency to the extent state agencies that are eligible decline to participate or do not fully participate in the program.

Section 2. The Program shall be administered by the Economic Development Director or such Director's designee (the "Director"). Qualified applicants for Chapter 380 assistance shall generally meet the criteria found in the "Economic Development Incentive Program" attached hereto as Exhibit A; provided, however that the Director may propose an application for assistance which does not meet all the criteria if, in the opinion of the Director, the application is otherwise meritorious. Proposals for grants, loans, or matching funds to qualified applicants which are recommended by the Director may be presented to the Economic Investment Review Committee. Proposals which are recommended shall be presented to the City Council for consideration and approval, and for appropriation of any necessary funds. Funding for the Program's loans, grants and matching funds shall be provided on a case by case basis, based upon the recommendations of the Director, as approved by the City Council. City Council approval and appropriation of Chapter 380 assistance for an applicant shall constitute an offer of assistance which shall terminate if the transaction is not closed within 180 days after the effective date of the authorizing ordinance.

Section 3. The City Council hereby approves adoption of the Economic Development Incentive Program as shown in Exhibit A attached hereto and incorporated herein by this reference.

Section 4. All ordinances, resolutions, or parts thereof, that are inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matter regulated.

Section 5. If any word, article, phrase, paragraph, sentence, clause, or provision of this Ordinance shall be held to be invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

Section 6. This Ordinance shall take effect immediately upon its passage.

Section 7. Proper Notice & Open Meeting. It is hereby officially found and determined that the meeting at which this Ordinance 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, Chapter 551 of the Texas Government Code.

PASSED AND ADOPTED, this the 3rd day of August, 2021, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

Jan Vinson, City Secretary

Steven Kirkland, City Attorney

EXHIBIT A

CITY OF NACOGDOCHES

ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

This policy creates a program to be used by the City of Nacogdoches for qualification of projects and determination of incentive level and type of incentive.

The City of Nacogdoches vision statement:

“Nacogdoches is a premier City retaining its distinctive character, where families and businesses flourish in a safe, clean environment.”

Projects undertaken by the City will help further the vision statement in addition to promoting the mission of the Nacogdoches Economic Development Corporation:

“The mission of the Nacogdoches Economic Development Corporation is to facilitate growth and prosperity throughout Nacogdoches County and its incorporated cities by helping existing businesses achieve greater success; by fostering local entrepreneurship; by recruiting new industry and business to Nacogdoches County; and by helping develop a well-trained workforce.”

The City will, on a case-by-case basis, give consideration to providing incentive for economic stimulus in Nacogdoches to accomplish one or more of the following objectives:

- Development and diversification of the economy
- Reduction of underemployment
- Attraction of major development
- Stimulation of agricultural or technological innovation
- Expansion of primary employment and knowledge-based jobs
- Increasing average wage in Nacogdoches
- Significant improvement of quality of life
- Contribution to preservation and adaptive reuse of significant historic structures and neighborhoods.

In coordination with the Nacogdoches Economic Development Corporation, the City of Nacogdoches may establish targeted programs to accomplish one or more of the above objectives. Examples of such programs include, but are not limited to:

- Special incentive programs within defined areas of the City to promote infill development or adaptive reuse of buildings in targeted neighborhoods
- Grants to offset costs associated with public infrastructure improvements
- Targeted retail and/or entertainment sector recruitment
- Targeted recruitment aimed at sectors directly related to programs at Stephen F. Austin State University
- Capital grants for technological innovation resulting in higher wage job growth
- Grants to offset costs associated with increased partnership and production between two existing businesses

EXHIBIT A

Eligible projects:

Land, buildings, equipment, facilities, improvements and expenditures related to:

- Advanced manufacturing, research and development, healthcare, information technology, aviation, corporate headquarters, and distribution centers
- Job training for primary jobs.
- Clean up of contaminated project sites.
- Infrastructure assistance for retail and commercial projects.
- City utilities and site improvements.
- Projects improving quality of life, including parks, professional and amateur sport facilities, tourism and entertainment facilities, housing and other improvements or expenditures promoting new or expanded business activity creating or retaining primary jobs.
- Other projects approved by City Council.

Determination of Incentives:

Determination of incentive level predicated upon a cost benefit analysis and take into account direct and indirect economic benefits accruing to City and/or Nacogdoches County. Additional consideration may be given to projects implementing one or more of the following points if the project will:

- Occupy a building that has been vacant for at least 5 years
- Create high-skilled, high-paying jobs as documented by the applicant and vetted by the
- Involve a significant relationship with Stephen F. Austin State University, as qualified by Stephen F. Austin State University
- Provide knowledge-based jobs
- Incorporate significant environmentally sustainable practices including: LEED certification (or equivalent), recycling initiatives, manufacture of sustainable materials, or incorporation of clean technology
- Primarily source all goods and services from Nacogdoches County or serve as a primary resource for an existing business in Nacogdoches County
- Utilize a sales tax situs keeping all available sales tax receipts in the City of Nacogdoches.
- Relate to a certified minority or woman owned business.

Incentives can take the form of reimbursement for infrastructure improvements, cash bonuses for capital improvements, bonuses for job creation, assistance with job training, tax abatements and loan guarantees.

After submission of required information, City shall have a cost benefit analysis performed to determine return on investment for various levels of incentives. As with any guidelines, this policy is designed to apply in majority of cases and City Council reserves right to interpret and apply guidelines. Each project is handled on a case by case basis and this policy does not obligate City to participate in any project. These guidelines can be modified or terminated at sole discretion of City Council.

EXHIBIT A

Criteria for Potentially Eligible Advanced Manufacturing, Research and Development, Recycling, Healthcare, Information Technology, Corporate Headquarters, Aviation and Distribution Centers:

- \$1,000,000 or more in increased valuation, and/or
- Increase/Retain employment of 10 full time jobs and benefits, or 20 part time jobs.

Criteria for Potentially Eligible Retail or Commercial Projects:

- Developers of retail and mixed use project may apply for infrastructure reimbursement.
- Development will have assessed valuation of at least \$3,000,000.

Criteria for Small Business Projects:

- Project must enhance employee skillset, enable purchase of new equipment to significantly increase capacity of the business, increase safety of structure the business is located in, improve physical appearance and/or marketability of business
- At least \$5,000 in project costs
- Increase/Retain employment of 4 full time jobs and benefits, or 8 part time jobs.

Application Procedures:

Required for submission:

- History of company and principals, with biographies.
- Projections of operations to include capital investment (assessed valuation), jobs, wages and sales tax generated; aka proforma.
- Projection of employment, wage rates and percentage of employees who will be Nacogdoches residents.
- Businesses and developers may, at their option, submit a letter stating impact on project without City incentives.
- Disclosure of incentives applied for, or provided by, City, County and/or State.

Submission review process:

- Initial review for completeness by Economic Development Director – within 5 business days of receipt of application
- Economic Investment Review Committee review and recommendation – within 30 days of receipt of completed application
- City Manager review and comment – within 45 days of receipt of completed application
- Attorney review and approval as to form – within 90 days of receipt of completed application
- City Council consideration – within 100 days of receipt of completed application

Basic Project Requirements:

EXHIBIT A

- Executed performance/incentive contract provided by City.
- Detailed invoices and receipts incurred must be provided for reimbursement.
- Documentation of employment for employment compensation to be paid.
- Documentation of employee residency in order for residency to be considered.
- Must maintain membership in Nacogdoches Economic Development Corporation.

Definitions and Assumptions:

- Full time employment is at least 35 hours per week.
- Part time employment is at least 20 hours per week.
- Benefits are defined as access to group health insurance.
- Competitive wage rates for all jobs in area as determined by Texas Workforce Commission.
- Economic Investment Review Committee shall be comprised of the Officers and Executive Committee of the Nacogdoches Economic Development Corporation.
- Reimbursement for public infrastructure would be made upon acceptance of improvements by City.
- Private infrastructure reimbursement upon issuance of certificate of occupancy.
- Additional payments of other types (payment per job created, tax reimbursement, etc.) upon completion and acceptance of an annual report which shows satisfactory completion of performance measures as agreed upon in Chapter 380 agreement.

The economic development fund was established by the City Council to mimic the funding typically available through an economic development sales tax. The City Council should strive to allocate at least \$150,000 per year to this fund, but is not limited to this amount.

The economic development fund shall finance projects or programs that create or retain jobs, increase the tax base, support entrepreneurial programs, or prepare the City for future economic activity. Expenditures out of this fund should be utilized to encourage projects that would not occur without the incentive and are restricted to the following categories:

- Incentives and grants offered through a Chapter 380 agreement approved by the City Council for an economic development prospect with a potentially extraordinary economic impact
- Planning documents that have an essential nexus to economic development, including, but not limited to small area plans and corridor plans
- Support of entrepreneurial and workforce training centers and programs

Nothing in this policy precludes the City Council from utilizing other funds to pay for the above listed expenditures. This fund was created to support extraordinary economic development expenditures and is not intended to fund the economic development department of the City, planned utility extensions as shown in an annual capital improvement plan, or reimbursement of property or sales tax as required by a Chapter 380 agreement if reimbursement may be funded through other sources.

PRESENTER: Larissa Philpot, Economic Development Director

ITEM/SUBJECT: Consider approval of Resolution No. 1276-08-21 creating a Chapter 380 Economic Development Program and authorizing agreement by and between the City of Nacogdoches and HCH Aviation, LLC regarding development of a flight school at A.L. Mangham, Jr. Regional Airport. (Economic Development Director)

SUMMARY/BACKGROUND: HCH Aviation, LLC has entered into an agreement with Stephen F. Austin State University to operate a FAR Part 141 and 61 flight school as part of a 4 year aviation sciences degree program. The program will be taught on the campus of SFASU and at the A.L. Mangham, Jr. Regional Airport.

A ground lease has been approved which provides a 10 year ground lease of 20,000 square feet of area at the A.L. Mangham, Jr. Regional airport to the construction of a 10,000 square foot hangar and classroom. This lease agreement permits the use of the to be built hangar as a flight and avionics school.

Two Fixed Base Operator Agreements (FBO) have also been approved in conjunction with this project. One FBO allows the owner of the hangar and classroom (Kerry Pruitt IRA) to lease the building to HCH Aviation to operate the flight school. The second FBO allows HCH Aviation to operate the flight school, rent aircraft, provide passenger air transportation, perform aircraft maintenance, and perform radio and instrument maintenance.

The above agreements include termination provisions which state termination of the agreement between HCH Aviation and SFASU will trigger a default. Copies of all these agreements are available upon request.

The flight school is expected to initially enroll 25 students, employ 5 full time equivalent positions, with a gross annual payroll of \$150,000. By year 10, the school is anticipated to enroll 125 students, employ 28 full time equivalent positions, with a gross annual payroll of \$2.8 million.

Year	Full-time Equivalent Positions	Gross Annual Payroll	Student Enrollment
2022 – Year 1	5	\$150,000	25
2023 – Year 2	7	\$300,000	50
2024 – Year 3	9	\$450,000	75
2025 – Year 4	11	\$650,000	100
2026 – Year 5	14	\$850,000	125
2027 – Year 6	17	\$1,150,000	125
2028 – Year 7	20	\$1,550,000	125

2029 – Year 8	23	\$1,900,000	125
2030 – Year 9	26	\$2,300,000	125
2031 – Year 10	28	\$2,800,000	125

The hangar and classroom building is anticipated to be placed on the tax rolls with an initial valuation of \$680,000. The 3 airplanes to be acquired for the first year of construction have an estimated valuation of \$900,000. Additional planes will be purchased as enrollment grows, with a year 10 valuation estimated to be approximately \$4.6 million.

The economic impact of the flight school's real and personal property and increase to SFASU's student enrollment is estimated to be more than \$19 million over the next ten years.

In order to facilitate the construction of the hangar and classroom building, several airport improvements should be made. These improvements will service not only this phase of this project, but will provide infrastructure for future business location at the airport. The Airport Master Plan identifies a large undeveloped area as future commercial and industrial development. In order to best recruit additional companies to locate their businesses at the airport, public improvements such as water, sewer, and parking should be made available. Provision of utilities to encourage development is a very common practice and serves a public purpose by simulating business and commercial activity and ensuring a more efficient deployment of city resources by preventing multiple, smaller requests for service. The stimulation of business and commercial activity promotes the creation of jobs, and this specific project will grow the enrollment and employment of SFASU.

Item	Approximate Qualified Expenditure Not to Exceed
On-site Sewer System	\$8,000
Water Distribution System	\$100,000
Storm Drainage	\$30,000
Driveway and Parking Paving and Striping	\$550,000

If this agreement is approved, the on-site sewer system and water distribution system improvements would be funded out of the Capital Improvement Project sewer and water line additions and replacements budgets. The storm drainage, driveway, parking, paving and striping improvements would be funded out of the economic development fund, a fund set aside out of the General Fund to be utilized for economic development purposes. Construction of these improvements will be undertaken by the project developer. Upon certified completion of the improvements, the project developer will be reimbursed the total cost of the improvements. This arrangement is often utilized for public improvements that are required to support a project currently under construction. This allows the project developer to construct the public improvements on a timeframe that fits the project, rather than following the City's capital improvement schedule.

Development of the project is anticipated to produce more than \$19 million in direct and indirect economic impact to the economy of Nacogdoches over the first ten years. The true value of this agreement lies in both the support of the potential growth of SFASU and the efficient provision of utility service in anticipation of future development at the airport. The undeveloped, soon to be serviced land at the airport is a rare tool in the City's economic development toolbox. It is flat, soon to be serviced by utilities, near a state highway, and controlled by the City. It is in essence, an industrial park controlled by the City of Nacogdoches. As with any new industrial park, the earliest businesses to locate carry the largest economic risk.

City staff has determined the improvements shown in the table above will service both the proposed flight school as well as future developments at the airport. Therefore, a Chapter 380 agreement is proposed which will provide these improvements, as well as a 10 year ad valorem tax rebate on the flight school's hangar, airplane, and business personal property. Staff recommends this Chapter 380 program agreement to support the project, reduce some of the risk for the developer, and accelerate growth of the project. As is outlined in the economic incentive program earlier on this agenda, this item will be presented to the Economic Investment Review Committee and a recommendation will be forwarded to Council prior to the date of this meeting.

HCH Aviation anticipates aggressive growth of the flight school program, as well as eventually providing aircraft technician training, maintenance of aircraft, aircraft sales, and eventually a charter flight operation. A full description of HCH Aviation's professional pilot training and future phases can be seen in more detail on the attached document titled "HCH Aviation Overview".

FINANCIAL:

Item is budgeted:

Account No.: 30.179.02

Account Name: *CIP Misc Water Line Additions/Replacements*

Amount: \$100,000

Item is budgeted:

Account No.: 30.179.03

Account Name: *CIP Misc Sewer Line Additions/Replacements*

Amount: \$8,000

Item is budgeted:

Account No.: 12.75.680.30

Account Name: *Economic Development Fund*

Amount: \$580,000

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Economic Development

CITY CONTACT: Larissa Philpot, Economic Development Director
lphilpot@nedco.org
936-559-1255

ATTACHMENTS:

1. Resolution 1276-08-21 - HCH Flight School 7.28.21 Final
2. HCH 380 agreement 7.27.21.Final
3. HCH Presentation

**CITY OF NACOGDOCHES, TEXAS
RESOLUTION NO. 1276-08-21**

A RESOLUTION CREATING A CHAPTER 380 ECONOMIC DEVELOPMENT PROGRAM AND APPROVING AND AUTHORIZING AGREEMENT BY AND BETWEEN THE CITY OF NACOGDOCHES AND HCH AVIATION, LLC REGARDING DEVELOPMENT OF A FLIGHT SCHOOL AT A.L. MANGHAM, JR. REGIONAL AIRPORT.

WHEREAS, the City of Nacogdoches, Texas, (the “City”), possesses the legal and statutory authority under Article III, Section 52-a of the Texas Constitution and Chapter 380 of the Texas Local Government Code to make loans and grants of public funds for the purposes of promoting local economic development, helping eliminate unemployment and underemployment in the City, and stimulating and enhancing business and commercial activity within the City;

WHEREAS, the City finds that the establishment of a certificated pilot school under Federal Aviation Regulations, 14 CFR Part 141 and 61 in association with Stephen F. Austin State University’s (“SFASU”) Aviation Bachelor’s Degree (the “Flight School”) assists in the development and diversification of the economy of the City by supporting recruitment and enrollment of students at SFASU, employment of instructors, and encourage development of other associated training programs and supporting business and industry, and,

WHEREAS, HCH Aviation LLC (the “Developer”) has agreed to develop a program with SFASU to establish the Flight School and construct or cause to be constructed, improvements to include an approximate 10,000 square foot hangar and classroom building and associated infrastructure, (the “Improvements”) located at the A.L. Mangham, Jr. Regional Airport, which is required to support the Flight School; and

WHEREAS, the City finds it appropriate to create an economic development program pursuant to Chapter 380 of the Texas Local Government Code to be called the Flight School Economic Development Program to provide, encourage and coordinate public and private investment in developing the Flight School, the Improvements and any future associated development; and

WHEREAS, the City finds it appropriate to leverage the investment that the Developer is willing to provide to expand facilities available at the airport, encourage more rapid enrollment and employment in the flight school, increase and promote revenue to the City from associated airport based businesses via the attached HCH Aviation LLC Chapter 380 Economic Development Agreement (“Chapter 380 Agreement”), and

WHEREAS, the City has concluded and hereby finds that the Flight School Economic Development Program and this HCH Aviation LLC Chapter 380 Economic Development Agreement clearly promote economic development in the City, and, as such, meet the requirements under Chapter 380 of the Texas Local Government Code and Article III, Chapter 52-a of the Texas Constitution under which the City has the authority to use public funds for public purposes of of promoting economic development and stimulating business and commercial activity within the City, and further, is in the best interests of the City and Developer.

NOW, THEREFORE, be it resolved by the City Council of the City of Nacogdoches, Texas that:

1. The findings and recitations contained in the preamble of this Resolution are found and declared to be true and correct and are hereby adopted as part of this Resolution.
2. There is hereby established the Flight School Economic Development Program pursuant to Chapter 380 of the Texas Local Government Code.
3. The City Council hereby approves and authorizes the HCH Aviation LLC Chapter 380 Economic Development Agreement in substantially the form as shown in the document which is attached hereto and incorporated herein by this reference.
4. The City Manager is authorized to execute such document and related documents on behalf of the City, and the City Secretary is authorized to attest to all such signatures and the City Attorney is authorized to take all action necessary to enforce all legal obligations as may arise hereunder.
5. This resolution is effective immediately upon its passage.

PASSED AND APPROVED, this the 3rd day of August, 2021, by a vote of ____ (ayes) to ____ (nays) of the City Council of the City of Nacogdoches, Texas.

CITY OF NACOGDOCHES

By: _____
JIMMY MIZE, Mayor

ATTEST:

APPROVED AS TO FORM:

Jan Vinson, City Secretary

Steven Kirkland, City Attorney

CITY OF NACOGDOCHES, TEXAS

AND

HCH Aviation, LLC

CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT

This **CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT** (hereinafter referred to as the "Agreement") is made and entered into by and between the **CITY OF NACOGDOCHES, TEXAS**, a Texas home-rule municipality (the "City"), and **HCH Aviation, LLC**, a Texas limited liability company, its successors and assigns ("Developer").

RECITALS:

- A.** Developer has agreed to construct or cause to be constructed, improvements to include an approximate 10,000 square foot hangar and classroom building and associated infrastructure, (the "Improvements") located at the A.L. Mangham, Jr. Regional Airport.
- B.** Developer has agreed to operate an FAR Part 141 and 61 flight school in association with Stephen F. Austin's Aviation Bachelor's Degree initiative (the "Project").
- C.** The City possesses the legal and statutory authority under Chapter 380 of the Texas Local Government Code to make loans and grants of public funds for the purposes of promoting local economic development and stimulating and enhancing business and commercial activity within the City.
- D.** The City has established an economic development program which authorizes the City to make such economic development loans and grants.
- E.** The City has determined that a grant of funds to Developer will serve the public purposes of promoting local economic development, helping eliminate unemployment and underemployment in the City, and stimulating and enhancing business and commercial activity within the City.
- F.** The City has concluded and hereby finds that this Agreement clearly promotes economic development in the City, and, as such, meets the requisites under Chapter 380 of the Texas Local Government Code, and further, is in the best interests of the City and Developer.
- G.** The City has concluded and hereby finds that this Agreement clearly promotes economic development in the City, and, as such, meets the requirements of Article III, Section 52-a of the Texas Constitution, by assisting in the development and diversification of the economy of the State, by helping to eliminate unemployment or underemployment in the State, and by the development or expansion of commerce within the State.
- H.** The City desires and agrees to enter into this Agreement with Developer in order to implement the economic development program described herein and shall follow all applicable rules and procedures prescribed by the City's Charter and the laws of the State in providing Developer the economic development incentives described herein.
- I.** Developer desires and agrees to enter into this Agreement with City in order to construct and operate the Project described herein and to create well paying jobs and shall follow the laws of the State of Texas.

NOW, THEREFORE, for and in consideration of the agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Developer agree as follows:

SECTION 1. RECITALS INCORPORATED.

The foregoing Recitals are hereby incorporated into the body of this Agreement and shall be considered part of the mutual covenants and consideration that bind the parties.

SECTION 2. TERM.

This Agreement shall be effective as of this date, and shall continue until all obligations of both parties are met unless terminated sooner under the provisions, hereof.

SECTION 3. DEFINITIONS.

The following words shall have the following meanings when used in this Agreement.

- (a) **Certificate of Occupancy.** The words "Certificate of Occupancy" mean the certificate of occupancy issued by the City for Developer at the Project, which certificate the City shall not unreasonably withhold, condition or delay.
- (b) **Full-Time Equivalent Employment Positions.** The words "Full-Time Equivalent Employment Position" or "Full-Time Employment Equivalent Positions" mean and include a job requiring a minimum of Two Thousand Eighty (2,080) hours of work averaged over a twelve (12) month period, with such hours to include any vacation, sick leave, personal days, and similar time off benefits. Full and part-time worker positions may be aggregated to form a Full-Time Equivalent Position.
- (c) **Personalty.** The word "Personalty" means the tangible personal property, including inventory and supplies, located on the property other than tangible personal property that was located on the Property prior to the period covered by this Agreement, and which is otherwise subject to a tax abatement consistent with section 312.204(a) of the Texas Tax Code, as amended.
- (d) **Program Grant or Program Grant Payment.** The words "Program Grant" or "Program Grant Payment" mean the economic development grants provided by the City to Developer in accordance with this Agreement.
- (e) **Qualified Expenditures.** The words "Qualified Expenditures" mean those expenditures consisting of and contributing to the hard and soft costs associated with the development and construction of the Improvements for the Project including furniture, fixtures, equipment, and public infrastructure.
- (f) **Related Documents.** The words "Related Documents" mean and include without limitation any and all promissory notes, loan agreements, grant agreements, performance agreements, tax abatement agreements, and other instruments and documents, whether now or hereafter existing, entered by and between the City and Developer in connection with this Agreement.
- (g) **Sales and Use Tax.** The words "Sales and Use Tax" or "Sales and Use Taxes" mean the City's municipal sales and use tax, pursuant to Section 321.103(a) of the Texas Tax Code, as amended. The current Sales and Use Tax rate is one percent (1%).
- (h) **State.** The word "State" means the State of Texas.

- (i) **State Comptroller.** The words “State Comptroller” mean the Office of the Texas Comptroller of Public Accounts, or any successor agency.
- (j) **Term.** The word “Term” means the term of this Agreement as specified in Section 2 of this Agreement.

SECTION 4. AFFIRMATIVE OBLIGATIONS OF DEVELOPER.

Developer covenants and agrees with the City that while this Agreement is in effect, Developer shall comply with the following terms and conditions:

(a) Construction of the Improvements.

- i. Developer shall construct or cause to be constructed the Improvements as described on Table 1 below and shall submit to the City invoices, receipts, or other similar documentation for the Qualified Expenditures in a form reasonably acceptable to the City by July 1, 2022.

Table 1

Item	Approximate Qualified Expenditure Not to Exceed
On-site Sewer System (as detailed on Exhibit B)	\$8,000
Water Distribution System (as detailed on Exhibit B)	\$100,000
Storm Drainage (as detailed on Exhibit B)	\$30,000
Paving (as detailed on Exhibit B)	\$550,000

- ii. Developer represents that Developer has the present capacity to construct the Improvements. The Improvements shall be completed on or before July 1, 2022. Only those Improvements listed in Table 1 which are completed prior to July 1, 2022 will be considered by the City for reimbursement. To ensure safe and orderly operation of the Airport during construction, all construction activity will be coordinated with the Airport Manager.
- iii. All Improvements constructed on the Airport shall be built to the minimum requirements of the City of Nacogdoches Standards for the Design and Construction of Public Improvements, the International Building Code, as amended, as adopted by the City of Nacogdoches from time to time and the current revision of Title 30, Chapters 285 and 290, of the Texas Administrative Code.
- iv. In addition to the insurance requirements set out in the other agreements, Developer, his contractors and agents, shall procure and maintain, at their sole cost and expense for the duration of the construction contemplated herein, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the Construction hereunder by Lessee, its agents, representatives, volunteers, employees, or subcontractors. Said insurance shall name Nacogdoches, its employees, and officials as additional insureds. See Exhibit “C” for insurance requirements. Certificates of insurance evidencing the required insurance coverages shall be attached hereto as Exhibit “D.”

(b) Initial Purchase of Furniture, Fixtures, and Equipment

- i. Developer shall obtain furniture, fixtures, and equipment necessary for the operation of the Project as described on Table 2 below and shall submit to the City invoices, receipts, or other similar documentation for the Qualified Expenditures in a form reasonable acceptable to the City by December 31, 2021. This section is not intended to exclude future equipment purchases made in furtherance of the Project in subsequent years during the term of this agreement from Program Grant Payment eligibility.

ii. Table 2

Item	Approximate Minimum Expenditure
3 single engine	\$900,000

Furniture, Fixtures, and Equipment	\$10,000
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(c) **Certificate of Construction Completion.**

Developer shall present a Certificate of Construction Completion signed by a Texas Registered Professional Engineer accompanied by a set of as-built drawings in digital format, prior to requesting reimbursement for completed improvements.

(d) **FBO Agreement.**

- i. **HCH will** enter into a Fixed Based Operator Agreement to conduct the business of a flight school and aircraft rental at the AL Mangham Jr. Regional Airport.
- ii. HCH will not be in default under that agreement.

(e) **Airport Ground Lease**

- i. **KP Pruitt Investments, LLC** ("Pruitt") will enter into an Airport Ground Lease with the AL Mangham Jr. Regional Airport.
- ii. Pruitt will not be in default under that agreement.

(f) **Job Creation and Retention.**

- i. On or before December 31, 2022, and during the Term of this Agreement, the Developer shall employ and maintain Full-time Equivalent Positions working at the Project and shall maintain a gross annual payroll as shown on Table 1 below. It is understood and agreed that Developer and/or his lessees, may satisfy the foregoing requirement by an aggregation of all hours worked at all employment positions at the Project, both full time and part time, over the subject twelve-month period. The Full-Time Equivalent Employment Provision shall be continuously maintained through the Term of this Agreement.

Table 3.

Year	Full-time Equivalent Positions	Gross Annual Payroll	Student Enrollment
2022 – Year 1	5	\$150,000	25
2023 – Year 2	7	\$300,000	50
2024 – Year 3	9	\$450,000	75
2025 – Year 4	11	\$650,000	100
2026 – Year 5	14	\$850,000	125
2027 – Year 6	17	\$1,150,000	125
2028 – Year 7	20	\$1,550,000	125
2029 – Year 8	23	\$1,900,000	125
2030 – Year 9	26	\$2,300,000	125
2031 – Year 10	28	\$2,800,000	125

- (g) **City Sales Tax Matters.** As a portion of the consideration for this Agreement, and to the maximum extent permitted under applicable law, Developer covenants and agrees with City to structure all contracts to which Developer or related person or entity is a party relating to the construction of the improvements and facilities to be constructed on the Property pursuant to this Agreement that are not purchased for resale, in a manner that requires City sales and use taxes to be collected and remitted to the City of Nacogdoches with respect to the purchase of all materials and other taxable items for such improvements and facilities. Without limiting the generality of the immediately preceding sentence, Developer shall cause each contract with a contractor to:

- i. be structured as a "separated contract" as such term is defined in 34 Texas Administrative Code 3.291(a)(13) with the result that:
 - i. the agreed contract price under the contract is divided into (A) a separately stated agreed contract price for incorporated materials, and (B) a separately stated amount for all skill and labor that includes fabrication, installation, another other labor that is performed by the contractor; and

- ii. the contractor is required under 34 Texas Administrative Code 3.291(a)(13) to collect City sales and use taxes on the charge to Developer for materials and other taxable items based on the location of the Improvements and facilities to be constructed in the City; and
- ii. contain provisions requiring such contractor to issue, and to cause each subcontractor and each sub-subcontractor to issue, properly completed Texas Sales and Use Tax Resale Certificates and/or other certifications or documentation, as appropriate, to all subcontractors and sub-subcontractors, and to take such other actions as are necessary or advisable, in order to claim, obtain and/or evidence that the materials and other taxable items for the improvements and facilities to be constructed on the Property.

Notwithstanding any other provision hereof, the sole remedy of the City with regard to any failure of the Developer to comply with this Section 4(d) shall be to require the Developer to pay to the City the sales and use tax revenue lost by the City as a result of the Developer's failure to comply with this Section. Developer shall not be liable for sales and use tax revenue lost by any taxing authority other than the City for failure to comply with this Section 4(d).

- (h) **Annual Compliance Verification.** Beginning on January 1, 2023 and each January 1st for the following nine years for a total of ten occurrences until January 1, 2032 Developer shall deliver to the City an Annual Compliance verification signed by a duly authorized representative of Developer that shall certify the following:
 - (1) The taxable appraised value of the Property and Personalty located on the Property for the applicable prior tax year;
 - (2) The ad valorem taxes paid to the City for the Property and Personalty located on the Property for the applicable prior tax year; and
 - (3) Evidence HCH Aviation, LLC remains in good standing with Stephen F. Austin State University and has had a valid contract to provide qualified professional flight training in conjunction with Stephen F. Austin State University's Aviation Bachelor Degree initiative; and
 - (4) The total enrollment of students in the qualified professional flight school, by academic semester; and
 - (5) The total gross payroll and number of employees of HCH Aviation, LLC
- (i) **Payment of Ad Valorem Taxes.** Developer, at Developer's sole cost, covenants and agrees to pay by January 31st of each year all of the real and business personal ad valorem taxes due for the previous tax year on the Property. Developer shall not protest said taxes during the term of this agreement.
- (j) **Engineering Requirements.** Developer covenants and agrees to promptly provide to City suitable engineering plans, specifications and necessary documents for bidding purposes related to and necessary for City's provision of Program Grant Payments.
- (k) **Performance.** Developer agrees to perform and comply with all applicable terms, conditions, and provisions set forth in this Agreement, and in all other instruments and agreements by and between Developer and the City.

SECTION 5. AFFIRMATIVE OBLIGATIONS OF THE CITY.

City covenants and agrees with the Developer that while this Agreement is in effect, City shall comply with the following terms and conditions:

- (a) **Program Grant Payments.**
 - (1) Ad Valorem Rebate
 - a. The City shall rebate to Developer the ad valorem taxes paid by the Developer to the City for the increase in ad valorem personal property taxes due to the Developer's improvements to the Property and Personalty located on the Property (the "Rebate") for a ten (10) year period in the percentage amount shown in Table 4 below. The first year of the Rebate pursuant to this section 5(b)(2) of this Agreement shall be the first tax year that begins after the City issues a certificate of occupancy for

the Project pursuant to Section 4(c) of this Agreement and the Project is fully assessed by the taxing authorities.

b. Table 4

Tax Year	Percentage of Ad Valorem Taxes Reimbursed
1	100%
2	90%
3	80%
4	70%
5	60%
6	50%
7	40%
8	30%
9	20%
10	10%

- b. If the Developer meets some but not all of the employment or enrollment targets, the Rebate will be reduced by the percentages set out below in Table 5:

Table 5

Obligation	% of Target Per Table 3 Met	Reduction of Rebate
Employment	90%	3%
	80%	5%
	70%	8%
	60%	10%
	50%	13%
	40%	15%
	30%	18%
	20%	20%
	10%	23%
Enrollment	90%	7.5%
	80%	15%
	70%	22.5%
	60%	30%
	50%	37.5%
	40%	45%
	30%	52.5%
	20%	60%
	10%	67.5%

c. Timing of Payments

The City shall make Program Grant Payments as described in Section 5(a)(1) above within 30 days of an approved Annual Compliance Report and receipt of Project's ad valorem tax payment from the Nacogdoches County Central Appraisal District, whichever is later.

(2) Reimbursement of Qualified Expenditures

- a. The City shall reimburse the Developer the cost for the facilities as shown on Exhibit B subject to the limitation in Table 1 and any revision thereof to which the City has agreed to in writing and in conformance with the process described in Article VIII Section 106-674, Refunding Procedure, of

the City of Nacogdoches Code of Ordinances. The Developer shall initially pay for all cost associated with the design and construction of the facilities described in Exhibit B including, but not limited to, easements, surveying, engineering, materials, and labor. The City will not be responsible for any costs, labor, or materials during the time period prior to the Effective Date of this agreement other than reasonable surveying and engineering costs necessary to prepare this agreement.

- b. The Developer understands the request for reimbursement from the City will require the submission and verification of all appropriate associated costs for public bid advertisements, maintenance bonds, engineering, surveying, labor and materials. Reimbursement will also require a Certificate of Construction Completion sealed by a registered Texas Professional Engineer and written acceptance by the City Engineer.
 - c. The Developer understands and agrees that payment by the City of the agreed reimbursement will be as soon as practical but not to exceed 6 months after the final acceptance by the City provided such funds are appropriated by the City.
 - d. The Developer may request reimbursement for Qualified Expenditures after the completion of each facility shown on Exhibit B and identified on Table 1 and need not wait to request reimbursement until the completion of all such facilities.
- (b) **Performance.** The City agrees to perform and comply with all applicable terms, conditions, and provisions set forth in this Agreement, and in all other instruments and agreements by and between Developer and the City.

SECTION 6. EVENTS OF DEFAULT.

- (a) Each of the following shall constitute an Event of Default under this Agreement by Developer:
 - (1) **Construction of Qualified Expenditures.** Failure of Developer to provide copies of the invoices, receipts or other documentation to the City regarding said Qualified Expenditures made to the Property consistent with Section 4(a) of this Agreement within ten (10) days after written notice of the default from the City to the Developer.
 - (2) **Initial Purchase of Furniture, Fixtures, and Equipment.** Failure of Developer to timely obtain furniture, fixtures, and equipment necessary for the operation of the Project consistent with Section 4(b) of this Agreement within ten (10) days after written notice of the default from the City to Developer.
 - (3) **Certificate of Occupancy.** Failure of Developer to obtain or cause to be obtained a Certificate of Occupancy from the City for the Project consistent with Section 4(b) of this Agreement and such failure continues for ten (10) days after the written notice of the default from the City to Developer (provided the failure to obtain the Certificate of Occupancy is not due to wrongful or negligent delay or other action or inaction by the City).
 - (4) **Enrollment.** Failure of Developer to enroll students in the FAR Part 141 and 61 flight school program as identified in Table 3 in Section 4(c).
 - (5) **Payroll.** Failure of Developer to provide a gross payroll as identified in Table 3 in Section 4(c).
 - (6) **Insolvency.** Developer's insolvency, appointment of receiver for any part of Developer's property, any assignment for the benefit of creditors of Developer, any type of creditor workout for Developer, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Developer.
 - (7) **Other Defaults.** Failure of Developer to comply with or to perform any other term, obligation, covenant or condition contained in this Agreement, or in any of the Related Documents, or failure of Developer to comply with or to perform any other term, obligation, covenant or condition contained in any other agreement by and between the City and Developer, and such failure is not cured within ten (10) days after written notice of the default from the City to Developer.
- (b) Each of the following shall constitute an Event of Default under this Agreement by the City:

- (1) **Program Grant Payments.** Failure of the City to make the Program Grant Payments consistent with Section 5 of this Agreement within ten (10) days after written notice of the default from Developer to the City.
- (2) **Other Defaults.** Failure of the City to comply with or to perform any other term, obligation, covenant or condition contained in this Agreement or in any of the Related Documents, or failure of the City to comply with or to perform any other term, obligation, covenant, or condition contained in any other agreement by and between the City and Developer, and such failure is not cured within ten (10) days after written notice of the default from Developer to the City.

SECTION 7. EFFECT OF AN EVENT OF DEFAULT.

If an Event of Default occurs, the non-defaulting party shall give written notice to the other party of the specific Event of Default, and the defaulting party shall have thirty (30) days to cure said default (as to defaults reasonably curable within such period) or commences to cure alleged default within said thirty (30) days and diligently pursues the cure to its conclusion (as to defaults not reasonably curable within thirty (30) days). In the event Developer defaults and is unable or unwilling to cure said default within the prescribed time period, the amounts of financial assistance provided by the City to Developer to date pursuant to Section 5(a)(1) of this Agreement shall become immediately due and payable by Developer to the City as shown on Table 4 below. In the event the City defaults and is unable or unwilling to cure said default within the prescribed time period, the Developer may terminate this agreement. Defaults by City shall not waive, terminate, or offset repayment obligations of Developer under Section 4(f) or indemnities under Section 8.

SECTION 8. INDEMNIFICATION.

Developer shall indemnify, save, and hold harmless the City, its council members, officers, agents, and employees (collectively, the “indemnitees”) from and against” (i) any and all claims, demands, actions or causes of action that are asserted against any indemnitee if the claim, demand, action or cause of action is a result of or related to Developer’s performance under this agreement, Developer’s tortious interference with contract or business interference, or Developer’s wrongful or negligent use of the City’s financial assistance by Developer or its agents and employees; (ii) any claim, demand, action or cause of action which contests or challenges the legal authority of Developer to enter into this Agreement; and (iii) any and all liabilities, losses, costs, or expenses (including reasonable attorneys’ fees and disbursements) that any indemnitee suffers or incurs as a result of any of the foregoing; provided, however, that Developer shall have no obligation under this Section to the City with respect to any of the foregoing arising out of the gross negligence or willful misconduct of any indemnitee or the breach by the City of this Agreement. If any claim, demand, action or cause of action is asserted against any indemnitee, such indemnitee shall promptly notify Developer, and failure to so promptly notify Developer shall release Developer’s obligations under this Section if such failure prejudices Developer’s right to participate in the contest of such claim, demand, action or cause of action, as hereinafter provided. As so long as no Default or Event of Default shall have occurred and be continuing, if requested by Developer in writing, an indemnitee shall in good faith contest the validity, applicability and amount of such claim, demand, action or cause of action and shall permit Developer to participate in such contest. Any indemnitee that proposes to settle or compromise any claim, demand, action, cause of action or proceeding for which Developer may be liable for payment of indemnity hereunder shall give Developer written notice of the terms of such proposed settlement or compromise reasonably in advance of settling or compromising such claim or proceeding and shall obtain Developer’s concurrence thereto.

SECTION 9. MISCELLANEOUS PROVISIONS.

The following miscellaneous provisions are a part of this Agreement:

(a) **Amendments.** This Agreement, together with the Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this Agreement. No alteration of or amendment to this Agreement shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

(b) **Applicable Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Nacogdoches County, Texas. Venue for any action arising under this Agreement shall lie in the state district courts of Nacogdoches County, Texas.

(c) **Assignment.** This Agreement may not be assigned without the express written consent of the City, which consent will not be unreasonably withheld but which may be conditioned on adequate assurances that the assignee has the resources and expertise necessary to operate the Project for the remainder of the term and honoring the provisions of the Agreement. Assignment shall not release Developer from any obligation under this Agreement.

(d) **Binding Obligation.** This Agreement shall become a binding obligation on the signatories upon execution by all signatories hereto. The City warrants and represents as follows: that the individual executing this Agreement on behalf of the City has full authority to execute this Agreement and bind the City to the same; and the Agreement is authorized by State law, including but not limited to, Chapter 380 of the Texas Local Government Code, is within the authority of the City, and constitutes a legal and binding obligation of the City. Developer warrants and represents that the individual executing this Agreement on Developer’s behalf has full authority to execute this Agreement and bind Developer to the same.

(e) **Caption Heading.** Caption headings in this Agreement are for convenience purposes only and are not to be used to interpret or define the provisions of the Agreement.

(f) **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same document.

(g) **Force Majeure.** It is expressly understood and agreed by the parties to this Agreement that if the performance of any obligations hereunder is delayed by reason of war, civil commotion, acts of God, inclement weather, fire or other casualty, court injunction or other cause outside the control of the party who is to perform, the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the time period applicable to such obligation or requirement shall be extended for a period of time equal to the period such party was delayed.

(h) **Notices.** Any notice or other communication required or permitted by this Agreement (hereinafter referred to as the "Notice") is effective when in writing and (i) personally delivered by hand or by express courier such as Federal Express, UPS, DHL, or Lone Star Overnight, or (ii) three (3) days after notice is deposited with the U.S. Postal Service, postage prepaid, certified with return receipt requested, and addressed as follows:

If to Developer: HCH Aviation, LLC
PO Box 632247
Nacogdoches, TX 75963
Phone number

If to the City: City of Nacogdoches
Attn: City Manager
202 East Pillar Street
Nacogdoches, TX 75961
936-559-2501

With a copy to: City of Nacogdoches
City Attorney
202 East Pillar Street
Nacogdoches, TX 75961
936-559-2503

(i) **Revenue Sharing Agreement.** The City designated this Agreement as a revenue sharing agreement, thereby entitling the City to request Sales and Use Tax information from the State Comptroller, pursuant to Section 321.3022 of the Texas Tax Code, as amended.

(j) **Severability.** The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held by a court of competent jurisdiction to be contrary to law or contrary to any rule or regulation having the force and effect of law, the remaining portions of the Agreement shall be enforced as if the invalid provision had never been included.

(k) **Undocumented Workers.** Developer certifies that Developer does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. If during the Term of this Agreement, developer is convicted of a violation under 8 U.S.C. § 1324a(f), Developer shall repay the amount of any public subsidy provided under this Agreement plus interest, at the rate of two and one-half percent (2.5%), not later than the 120th day after the date the City notifies Developer of the violation.

(l) **Mutual Assistance.** The parties shall do all things reasonably necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out such terms and provisions,

including, but not limited to, executing and delivering any additional documents and agreements reasonably necessary to implement this Agreement.

(m) **Attorneys Fees.** In the event any legal proceeding is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled to recover its reasonable attorney's fees and expenses incurred by reason of such action.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed.

CITY
CITY OF NACOGDOCHES, TEXAS
a Texas home-rule municipality

By: _____
Jimmy Mize, Mayor

Date: _____

ATTEST:

Jan Vinson, City Secretary

APPROVED AS TO FORM:

Steven Kirkland, City Attorney

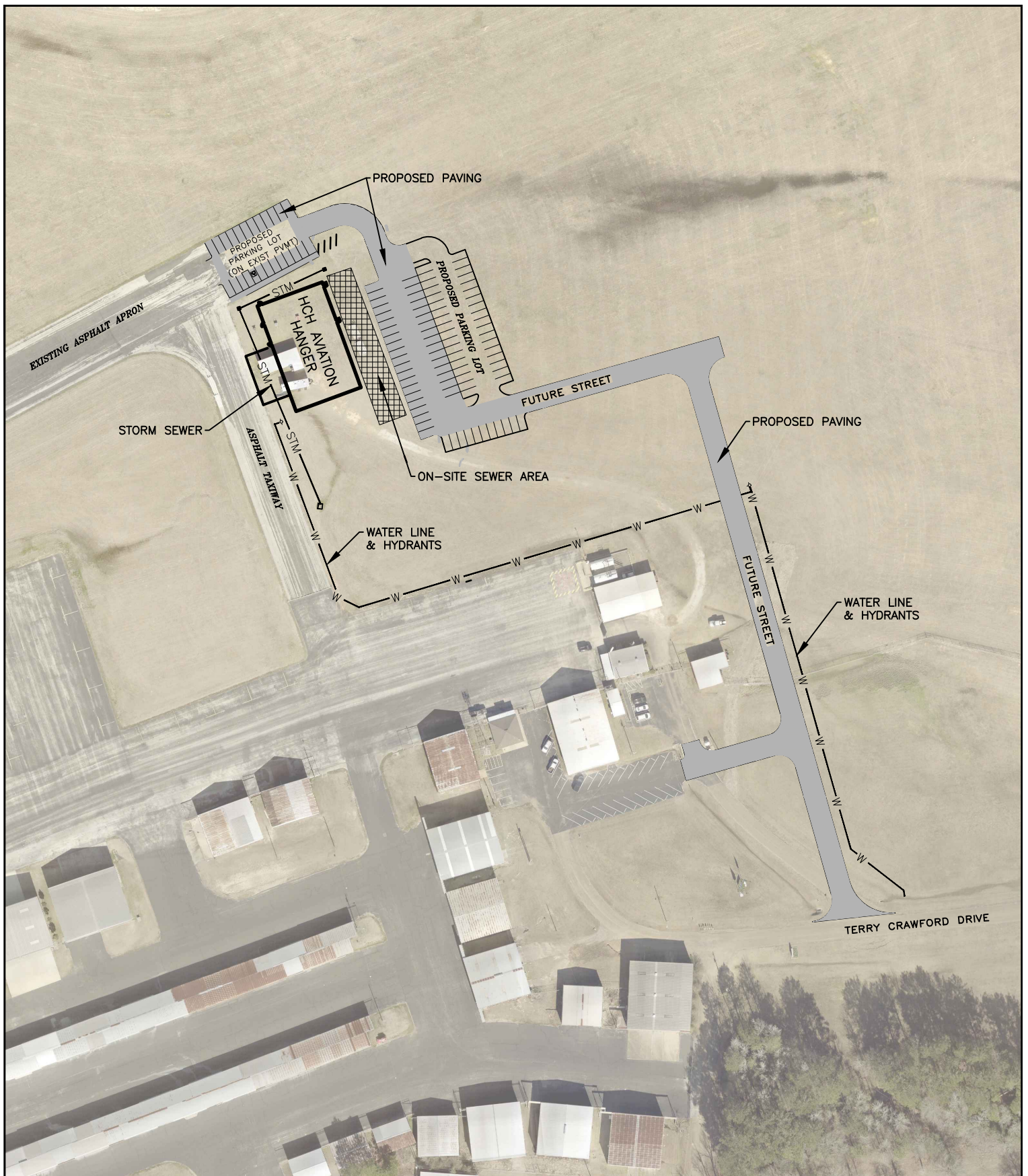
DEVELOPER:
HCH Aviation, LLC

By: _____
KRISTEN CONKLIN

Date: _____

By: _____
JOHN HASBUN

Date: _____



A.L. MANGHAM, JR. REGIONAL AIRPORT
NACOGDOCHES, TEXAS

HCH AVIATION, LLC

PROPOSED IMPROVEMENTS

EXHIBIT B

DWN BY: SRB DATE: July 23, 2021



0 75 150
Feet

Exhibit C
INSURANCE REQUIREMENTS

During the term of this Agreement Contractor's insurance policies shall meet the following requirements:

I. Standard Insurance Policies Required:

- A. Commercial General Liability
- B. Business Automobile Liability
- C. Umbrella / Excess Liability – required for contract amounts exceeding \$1,000,000
- D. Workers' Compensation
- E. Builder's Risk – provides coverage for contractor's labor and materials for a project during construction that involves a structure such as a building or garage. builder's risk policy shall be written on "all risks" form.

II. General Requirements Applicable to All Policies:

- A. Only Insurance Carriers licensed and admitted to do business in the State of Texas will be accepted.
- B. Deductibles shall be listed on the Certificate of Insurance and are acceptable only on a per occurrence basis for property damage only.
- C. "Claims Made" policies are not accepted.
- D. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City of Nacogdoches.
- E. Upon request, certified copies of all insurance policies shall be furnished to the City of Nacogdoches.
- F. The City of Nacogdoches, its officials, employees and volunteers, are to be named as "Additional Insured" to the Commercial General, Umbrella and Business Automobile Liability policies. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officials, employees or volunteers.
- G. Waiver of subrogation in a form at least as broad as ISO form 2404 shall be provided in favor of the City on all policies obtained by the Contractor in compliance with the terms of this Agreement.

III. Commercial General Liability

- A. General Liability insurance shall be written by a carrier with a "A:VIII" or better rating in accordance with the current Best Key Rating Guide.
- B. Limit of \$500,000.00 per occurrence for bodily injury and property damage with an annual aggregate limit of \$1,000,000.00 which limits shall be endorsed to be per Project.

- C. Coverage shall be at least as broad as ISO form GC 00 01.
- D. No coverage shall be excluded from the standard policy without notification of individual exclusions being attached for review and acceptance.
- E. The coverage shall include but not be limited to the following:
premises/operations with separate aggregate; independent contracts;
products/completed operations; contractual liability (insuring the indemnity provided herein) Host Liquor Liability, Personal & Advertising Liability; and
Explosion, Collapse, and Underground coverage.

IV. Business Automobile Liability

- A. Business Automobile Liability insurance shall be written by a carrier with a “A:VIII” or better rating in accordance with the current Best Key Rating Guide.
- B. Minimum Combined Single Limit of \$1,000,000.00 per occurrence for bodily injury and property damage.
- C. Coverage shall be at least as broad as Insurance Service’s Office Number CA 00 01.
- D. The Business Auto Policy must show Symbol 1 in the Covered Autos Portion of the liability section in Item 2 of the declarations page.
- E. The coverage shall include owned autos, leased or rented autos, non-owned autos, any autos and hired autos.
- F. Pollution Liability coverage shall be provided by endorsement MCS-90, with a limit of \$1,000,000.00.

V. Excess Liability

Umbrella form excess liability coverage following the form of the underlying coverage with a minimum limit of \$5,000,000.00 or the total value of the contract, whichever is greater, per occurrence/aggregate when combined with the lowest primary liability coverage, is required for contracts exceeding \$1,000,000 in total value.

- VI. Those policies set forth in Paragraphs III, IV, and V shall contain an endorsement naming the City as Additional Insured and further providing that the Contractor’s policies are primary to any self-insurance or insurance policies procured by the City. The additional insured endorsement shall be in a form at least as broad as ISO form GC 2026. Waiver of subrogation in a form at least as broad as ISO form 2404 shall be provided in favor of the City on all policies obtained by the Contractor in compliance with the terms of this Agreement. Contractor shall be responsible for all deductibles which may exist on any policies obtained in compliance with the terms of this Agreement. All coverage for subcontractors shall be subject to the requirements stated herein. All Certificates of Insurance and endorsements shall be furnished to the City’s Representative at the time of execution of this Agreement, attached hereto as Exhibit D, and approved by the City before work commences.

VII. Workers Compensation Insurance

- A. Pursuant to the requirements set forth in Title 28, Section 110.110 of the Texas

Administrative Code, all employees of the Contractor, all employees of any and all subcontractors, and all other persons providing services on the Project must be covered by a workers compensation insurance policy: either directly through their employer's policy (the Contractor's or subcontractor's policy) or through an executed coverage agreement on an approved Texas Department of Insurance Division of Workers Compensation (DWC) form. Accordingly, if a subcontractor does not have his or her own policy and a coverage agreement is used, contractors and subcontractors must use that portion of the form whereby the hiring contractor agrees to provide coverage to the employees of the subcontractor. The portion of the form that would otherwise allow them not to provide coverage for the employees of an independent contractor may not be used.

- B. Workers compensation insurance shall include the following terms:
1. Employer's Liability minimum limits of \$1,000,000.00 for each accident/each disease/each employee are required.
 2. "Texas Waiver of Our Right to Recover From Others Endorsement, WC 42 03 04" shall be included in this policy.
 3. Texas must appear in Item 3A of the Workers Compensation coverage or Item 3C must contain the following: All States except those listed in Item 3A and the States of NV, ND, OH, WA, WV, and WY.
- C. Pursuant to the explicit terms of Title 28, Section 110.110(c) (7) of the Texas Administrative Code, the bid specifications, this Agreement, and all subcontracts on this Project must include the following terms and conditions in the following language, without any additional words or changes, except those required to accommodate the specific document in which they are contained or to impose stricter standards of documentation:

"A. *Definitions:*

Certificate of coverage ("certificate") – An original certificate of insurance, a certificate of authority to self-insure issued by the Division of Workers Compensation, or a coverage agreement (DWC-81, DWC-83, or DWC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the Contractor's/person's work on the project has been completed and accepted by the governmental entity.

Persons providing services on the project ("subcontractors" in § 406.096 [of the Texas Labor Code]) - includes all persons or entities performing all or part of the services the Contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the Contractor and regardless of whether that person has employees. This includes, without limitation, independent Contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office

supply deliveries, and delivery of portable toilets.

- B. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, that meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the Contractor providing services on the project, for the duration of the project.*
- C. The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract.*
- D. If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.*
- E. The Contractor shall obtain from each person providing services on a project, and provide to the governmental entity:*
 - (1) a certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and*
 - (2) no later than seven calendar days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.*
- F. The Contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.*
- G. The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within 10 calendar days after the Contractor knew or should have known, or any change that materially affects the provision of coverage of any person providing services on the project.*
- H. The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Division of Workers Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.*
- I. The Contractor shall contractually require each person with whom it contracts to provide services on a project, to:*
 - (1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, that meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;*
 - (2) provide to the Contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the*

duration of the project;

- (3) provide the Contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;*
- (4) obtain from each other person with whom it contracts, and provide to the Contractor:*
 - (a) A certificate of coverage, prior to the other person beginning work on the project; and*
 - (b) A new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project;*
- (5) retain all required certificates of coverage on file for the duration of the project and for one year thereafter;*
- (6) notify the governmental entity in writing by certified mail or personal delivery, within 10 calendar days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and*
- (7) Contractually require each person with whom it contracts to perform as required by paragraphs (a) - (g), with the certificates of coverage to be provided to the person for whom they are providing services.*

J. By signing this contract, or providing, or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the Contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project; that the coverage will be based on proper reporting of classification codes and payroll amounts; and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the Commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the Contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor that entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten calendar days after receipt of notice of breach from the governmental entity."

VIII. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain the following provisions and warranties:

- A. The company is licensed and admitted to do business in the State of Texas.
- B. The insurance policies provided by the insurance company are underwritten on forms that have been provided by the Texas State Board of Insurance or ISO.

- C. All endorsements and insurance coverages according to requirements and instructions contained herein.
- D. The form of the notice of cancellation, termination, or change in coverage provisions to the City of Nacogdoches.
- E. Original endorsements affecting coverage required by this section shall be furnished with the certificates of insurance.

Exhibit D
CERTIFICATES OF INSURANCE

To be provided by HCH Aviation, LLC prior to execution.

HCH AVIATION

Multi Year Outlook for Nacogdoches (KOCH)

July 2021



Phase I - Overview

- HCH Aviation & Stephen F. Austin State University have entered a public private partnership (P3) to offer a professional pilot training program.



&

Students will earn the **private, instrument, commercial, multi, CFI CFI ratings** (HCH Aviation will also enroll non-collegiate flight students)



Students will graduate with an aviation sciences degree

Phase I - Recruitment (Professional Pilot)

- HCH Aviation & SFASU first year goals are to enroll 27 students
 - Second year 50 students
 - Third year 75 students
 - Fourth year 125+ students
 - There will be a mix of college and noncollegiate students enrolled for professional flight training
- Fleet size will grow to approximately 16 single engine & 4 twin engine airplanes



Phase I - Aircraft

- New Piper 100i trainer aircraft
 - 3 airplanes arrive August 2021
 - Lycoming IO-360 (180 HP)
 - Garmin Touch Glass Cockpit
 - GFC500 Autopilot w/ESP



Phase I - Simulators (Full Motion)

- Redbird MCX is an Advanced Aviation Training Device (AATD) and full motion simulator



Phase I - Simulators (Desktop)

- Redbird TD2 Basic Aviation Training Device (BATD) is FAA approved for flight and instrument currency requirements.
- Students do not need an instructor to utilize



Phase I - Simulators

- Flight simulators are an invaluable tool on so many fronts. They will make a huge impact on our community.
- Who will have access? **At no cost!**
 - Student pilots in the collegiate and noncollegiate programs
 - Local area pilots needing currency checks or additional flight training
 - Regional high school and middle school students participating in our outreach programs
 - Parents exploring aviation as a possible career path for their children
 - Prospective aviation students
- Aviation exposure at an early age
- Nonthreatening environment with great realism
- Increased proficiency for local pilots

Phase I - Community Youth Outreach

- HCH Aviation is passionate about our youth. We believe to be good stewards of your community; one must invest in the development of our youth. **Our youth is the most valuable yet the most neglected resource we have today.** We want to do our part and help young people find opportunities to become happy and productive citizens.
- HCH plans to use our flight instructors and student pilots as ambassadors for our outreach program.
- Our team wants to bring in youth from all over the region so they may experience flight. Young people will be able to enter the flight lab housed at SFASU and learn to fly various aircraft in state-of-the-art full motion simulators. Those students will experience aviation as a “pilot in command”.
- HCH Aviation is committed to giving every young person who enters the flight lab their very own logbook with their first simulator flight logged as official flight time.

Phase I - “First Step” Program

- Our team is committed to bringing in 1000+ middle school and high school aged students to the flight lab each year so they may experience the aircraft simulators.
 - Minimum of 1000 youth every single year (1k for 1 Program)
- Introduction and Pre-brief given by a flight instructor
 - Flight plan
 - Aircraft controls
 - Visual cue
- Discovery Flight given by a licensed flight instructor
 - Takeoff and landing
 - Climbs, descents and turns
- Each student will receive a logbook with their first flight officially logged.
- The students will be able to ask questions of our instructors and student pilots.



Phase I - Drone Program



- Commercial drone program
 - Aerial Mapping & photography
 - Agriculture (timber)
 - Agriculture (Pesticides)
 - Military flight training
 - Law enforcement surveillance
 - Parcel delivery

Phase II - Aircraft Technician Training

- Create a robust training program that focuses on nose to tail maintenance
 - Avionics, power plant, interior & exterior, fuselage
- Offering a collegiate and noncollegiate program
 - Duration 12-24 months of specialty training
 - TBD on college partnership
- Median salary for A&P's (aircraft technicians) \$74k annually
- Recruitment
 - 2022 20 students
 - 2023 50 students
 - 2024 75 students
 - 2025 99+ students



Phase III - Maintenance Operation



- Provide general maintenance to both commercial and general aviation aircraft
 - HCH does not want to compete with local businesses. HCH would rather service their own aircraft and provide services otherwise not provided on the field.
 - Service repairs to include avionics, complex airframe and powerplant issues, interior and exterior refurbishment. Larger jets to be included for servicing that would normally not consider Nacogdoches (KOCH) for their service needs. Partner with local businesses to bring greater value to customers.
 - Target audience would be local and out of town corporations and individuals.
 - Services to begin 2023

Phase IV - Aircraft Sales

- New & Used Aircraft Sales
 - Corporate jets
 - Piston aircraft (single & twin)
 - Refurbished aircraft
 - Helicopters



Phase V - Charter Operation

- HCH would like to offer a range of charter options for businesses and individuals.
- HCH believes there is a great opportunity in the East Texas area to provide a wide range of options for business or personal travel needs.
- Aircraft availability would be from smaller single engine high performance aircraft all the way up to small and midsize jets. Our goal is for local businesses to have access to affordable private air travel and for companies looking to relocate to the Nacogdoches area knowing they have many options to meet their travel needs.



Agreement

- Performance based upon
 - Agreement with SFASU
 - Enrollment
 - Employment
- Tax rebate based on performance
- Reimbursement for public improvements

Economic Impact

- Ground lease
- Fixed Base Operator agreement
- Fuel sales
- Ad valorem
 - Planes
 - Hangar
- Increased SFASU Enrollment
 - \$16.6m / 1000 students
- 10 year impact: \$19 million

Economic Impact

■ Tax Rebate - +/- \$165,000

- Ad valorem
- Final number based upon valuation and depreciation
- No decrease in revenue for the city
- Rebated only upon performance

■ Sewer System - \$8,000

■ Water Line - \$100,000

■ Storm Drainage - \$30,000

■ Paving - \$550,000

- Driveway
- Parking

Total of Public
Improvements:
\$688,000

PRESENTER: Keith Kiplinger, Fire Chief

ITEM/SUBJECT: Consider approval of the purchase of one Pierce 100' Ascendant Aerial Tower from Siddons-Martin Emergency Group, LLC through the HGAC-Buy Cooperative Purchasing Program in the amount of \$1,430,500 and associated equipment not to exceed \$50,000. (Fire Chief)

SUMMARY/BACKGROUND: Nacogdoches Fire & Rescue operates 5 fire stations and responds to over 4,400 calls per year. Response to the all-hazard situations in our community requires a fleet of apparatus including engines, ladder trucks, rescue trucks, boats and staff vehicles. Aerial ladders and towers provide a necessary tool for conducting rescues, operating elevated master streams and ventilating burning buildings.

Recently the existing ladder truck was involved in an accident and repair estimates exceed \$100,000. That apparatus, a 25 year old Pierce, has far exceeded its expected service life and the cost to repair far exceeds the actual cash value.

Staff has reviewed options to replace the ladder truck and after much consideration recommends purchasing a Pierce 100' Ascendant Tower Truck from Siddons-Martin Apparatus. Siddons-Martin has a demo tower truck available now with +/- 12,000 miles that is available at a significantly discounted price. This truck should have a service life of 15-18 years and will significantly improve firefighter and community safety over the previous ladder truck.

Staff recommends Council approve the purchase of the Pierce 100' Ascendant Aerial Tower for the price of \$1,430,500 which includes the HGAC-Buy cooperative purchasing fee. The truck will also require hose, tools and loose equipment not to exceed \$50,000.

Finance has recommended financing this purchase using a tax anticipation note which will appear on a future agenda. If approved the initial purchase will be made using available reserves and refunded on issuance of the note.

Detailed specifications are available from the Fire Chief.

FINANCIAL:

Item is not budgeted (*Budget Amendment required – see attached*)

Account No.: Budget amendment to follow with financing.

Account Name:

Amount:

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Infrastructure

CITY CONTACT: Keith Kiplinger, Fire Chief
kiplingerk@nactx.us
936-559-2540

ATTACHMENTS:

1. Aerial Tower Explanation Page
2. Velocity Ascendant Tower Quote
3. Velocity Ascendant Option List



The City's current ladder truck is 25 years old and currently has 158,347 miles and 16,877 hours of service. Originally staff planned to budget for a replacement in the 2021-2022 fiscal year for delivery in late 2022. The truck was involved in an accident on June 14 and the City received a repair estimate of \$122,000 which exceeds the actual cash value of the vehicle. Our insurance carrier is currently processing the claim but expect the vehicle to be totalled. The Pierce dealer who we regularly purchase from has provided two options, purchasing a demonstrator truck or getting an earlier production slot for a new build, both of which have been competitively bid on the HGAC cooperative purchasing platform. The demonstrator offers a higher level of vehicle at a lower cost and is available much sooner than the new build. The cost for the demonstrator, including \$50,000 in loose equipment (hose, fans, saws, etc), would total \$1,480,500.

Options	2020 Demo	New Order
Cab	Velocity	Enforcer
Aerial System	Ascendant 100'	Ascendant 100'
Mileage	12,000 +/-	1,000 +/-
Delivery	Aug-21	Nov-22
Engine	Cummins X15 600HP	Cummins X12 500HP
Transmission	Allison EVS 4500	Allison EVS 4000
Seating	6	6
Warranty	Starts at delivery	Starts at delivery
Current Price	\$1,565,000	\$1,481,698
Demo Price	\$1,430,500	-

Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890

July 19, 2021

Keith Kiplinger, Chief
NACOGDOCHES FIRE DEPARTMENT
202 E. PILAR
SUITE 347
NACOGDOCHES, TX 75961



Proposal For: Nacogdoches Platform

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to NACOGDOCHES FIRE DEPARTMENT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB NACOGDOCHES FIRE DEPARTMENT and training on operation and use of the apparatus.

Description	Amount	
Qty. 1 - 33805 - Pierce-Custom Velocity Platform - 100' Mid-Mount (Unit Price - \$1,443,500.00) Delivery within 2-3 months of order date QUOTE # - SMEG-0002251-0		
	Vehicle Price	\$1,443,500.00
	11,000 Mile Discount	(\$25,000.00)
	Requested Changes	\$10,000.00
	33805 - UNIT TOTAL	\$1,428,500.00
	SUB TOTAL	\$1,428,500.00
	HGAC FS12-19 (FIRE)	\$2,000.00
	TOTAL	\$1,430,500.00

Price guaranteed for 60 days

Additional: 33805 is a stock unit and is sold on a first come, first serve basis. Price includes three days of factory training.

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Chris Mahler

I, _____, the authorized representative of NACOGDOCHES FIRE DEPARTMENT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



Proposal Option List

6/24/2021

Customer: Pierce Field Unit (original)
Representative: Smits, Tom
Organization: Pierce Manufacturing Inc
Requirements Manager: Smits, Tom
Description: Velocity 100' Tower Quint
Body: Aerial, 100AAT, Alum Body
Chassis: Velocity Chassis, 100AAT

Bid Number: 1248
Job Number: 33805
Number of Units: 1
Bid Date: 02/18/2019
Stock Number: 33805
Price Level: 38 (Current: 40)
Lane: Lane 1

Line	Option	Type	Option Description	Qty
1	0769372		Boiler Plates, 100AAT	1
			Fire Department/Customer - .	
			Operating/In conjunction W-Service Center - Operating	
			Miles - 100 Miles	
			Number of Fire Dept/Municipalities - 2	
			Bidder/Sales Organization - .	
			Delivery - Delivery representative	
			Dealership/Sales Organization, Service - .	
2	0018180		Single Source Compliance, Aerials	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0670275		Unit to be Similar in some Aspects, Excluding Pump Panel	1
			Fill in Blank - Similar to job 33381, with cab changed to 70", wheelbase at	
			265.00", and 6 man seating.	
7	0610784		Comply NFPA 1901 Changes Effective Jan 1, 2016, With Exceptions	1
8	0533351		Quint Fire Apparatus	1
9	0588612		Vehicle Certification, Aerial w/Pump	1
10	0681278		Agency, Apparatus Certification, Aerial w/Pump, U.L.	1
11	0536644		Customer Service Website	1
12	0537375		Unit of Measure, US Gallons	1
13	0030006		Bid Bond Not Requested	1
14	0540326		Performance Bond, Not Requested	1
15	0000007		Approval Drawing	1
16	0002928		Electrical Diagrams	1
17	0771624		Velocity Chassis, 100AAT	1
18	0000110		Wheelbase	1
			Wheelbase - 265.00	
19	0000070		GVW Rating	1
			GVW rating - 78,000	
20	0000203		Frame Rails, 13.38 x 3.50 x .375, Qtm/AXT/Imp/Vel/DCF	1
21	0756544		Frame Liner, Internal "C" 12.50" x 3.00" x .25", Full Length, 57"Q, 100AAT	1
22	0508846		Axle, Front, Oshkosh TAK-4, Non Drive, 24,000 lb, Velocity	1
23	0090914		Suspension, Front TAK-4, 24,000 lb, DLX/Qtm/AXT/Vel/Enf	1
24	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/DCF/Enf	1
25	0000322		Oil Seals, Front Axle	1
26	0677592		Tires, Front, Goodyear, G296 MSA, 425/65R22.50, 20 ply, Fire Service Load Rating	1
27	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
28	0754936		Axle, Rear, Meritor RT52-185, 54,000 lb, 100AAT	1
29	0602744		Top Speed of Vehicle, Non-NFPA 2016 Compliant	1
			Top Speed of Vehicle - 68	
30	0660628		Suspen, Rear, Air Link, AL- 520, Air Ride, 54,000 lb	1
31	0000485		Oil Seals, Rear Axle	1
32	0587016		Tires, Rear, Goodyear, G622 RSD, 12R22.50, 16 ply, Tandem	1
33	0019639		Wheels, Rear, Alcoa, 22.50" x 8.25", Aluminum, Hub Pilot, Tandem	1
34	0568081		Tire Balancing, Counteract Beads	1
35	0620569		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Tandem Axle	1
			Qty, Tire Pressure Ind - 10	
36	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
37	0013241		Axle Hub Covers, Rear, S/S High Hat (Tandem)	1
38	0057936		Covers, Lug Nut, Chrome	1

Line	Option	Type	Option Description	Qty
39	0002045		Mud Flap, Front and Rear, Pierce Logo	1
40	0766669		Chocks, Wheel, SAC-44-E, Folding, 100AAT	1
			Qty, Pair - 01	
41	0766668		Mounting Brackets, Chocks, SAC-44-E, Folding, Horizontal, 100AAT	1
			Qty, Pair - 01	
			Location, Wheel Chocks - Left Side Rear Tire, Rearward	
42	0010673		ABS Wabco Brake System, Tandem Rear Axle	1
43	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
44	0000730		Brakes, Meritor, Cam, Rear, 16.50 x 7.00"	1
45	0020784		Air Compressor, Brake, Cummins/Wabco 18.7 CFM	1
46	0000789		Brake Reservoirs, Five	1
47	0568012		Air Dryer, Wabco System Saver 1200, Heater, 2010	1
48	0000790		Brake Lines, Nylon	1
49	0000854		Air Inlet, w/Disconnect Coupling	1
			Location, Air Coupling(s) - a) DS Step Well, Forward	
			Qty, Air Coupling (s) - 1	
50	0070810		All Wheel Lockup (Aerial/Tanker Chassis)	1
51	0795318		Engine, Cummins X15, 600 hp, 1850 lb-ft, W/OBD, EPA 2017, Velocity	1
52	0001244		High Idle w/Electronic Engine, Custom	1
53	0687994		Engine Brake, Jacobs Compression Brake, Cummins Engine	1
			Switch, Engine Brake - e) ISC/ISM/ISL9/ISX Hi Med Lo	
54	0552334		Clutch, Fan, Air Actuated, Horton Drive Master	1
55	0123135		Air Intake, w/Ember separator, Imp/Vel	1
56	0794743		Exhaust System, 5", X12/X15, MX13, Engine, Horizontal, Right Side	1
57	0787999		Radiator, Impel/Velocity	1
58	0616439		Cooling Hoses, Gates Silicone	1
59	0001125		Fuel Tank, 65 Gallon, Left Side Fill	1
60	0001129		Lines, Fuel	1
61	0595087		DEF Tank, 4.5 Gallon, DS Fill, Forward of Rear Axle	1
			Door, Material & Finish, DEF Tank - Painted	
62	0552793		Not Required, Fuel Priming Pump	1
63	0582243		Shutoff Valves, Fuel Line @ Primary Filter, Cummins	1
64	0553019		Cooler, Engine Fuel, Imp/Vel, AXT/Qtm/Sab/DCF/SFR/Enf	1
65	0011125		Door, Fuel Fill Painted Job Color	1
			Qty, - 01	
66	0578959		Fuel/Water Separator, Racor Inline	1
67	0642533		Trans, Allison 5th Gen, 4500 EVS P, w/Prognostics, Imp/Vel/DCF/Enf	1
68	0512762		Transmission, Shifter, 6-Spd, Push Button, 4500, Imp/Vel/Qtm/DCF/Enf	1
			Trans, ratio - 4500 EVS, 6Spd	
69	0684459		Transmission Oil Cooler, Modine, External	1
70	0535530		Mode, Downshift, Aggressive downshift to 2nd, w/engine brake, 6 speed	1
71	0001375		Driveline, Spicer 1810	1
72	0669988		Steering, Sheppard M110 w/Tilt, TAK-4, Eaton Pump, w/Cooler	1
73	0001544		Not Required, Steering Assist Cylinder on Front Axle	1
74	0509230		Steering Wheel, 4 Spoke without Controls	1
75	0559647		Pierce Logo on Horn Button	1
76	0767817		Bumper, 15" Extended, Alum, Painted,100AAT, VEL	1
77	0510226		Lift & Tow Package, Imp/Vel, AXT, Dash CF	1
78	0522573		Tow Hooks Not Required, Due to Lift and Tow Package	1
79	0698960		Coating, Top Flange, Front Bumper, Outside Exterior, Line-X Coating, Black	1
80	0651334		Cab, Velocity FR, 7000	1
81	0667982		Engine Tunnel, X12-15, MX13 Velocity FR	1
82	0677478		Rear Wall, Exterior, Cab, Aluminum Treadplate	1
83	0764001		Cab Lift, Elec/Hyd, Stabilizer Interlock, Vel 100AAT	1
84	0123176		Grille, Bright Finished, Front of Cab, Impel/Velocity	1
85	0002224		Scuffplates, S/S At Cab Door Jambs, 4-Door Cab	1
			Material Trim/Scuffplate - c) S/S, Polished	
86	0527032		Trim, S/S Band, Across Cab Face, Rect Lights, Velocity	1
			Material Trim/Scuffplate - e) S/S, Patterned	
			Turnsignal Covers - Polished S/S Covers	
87	0087357		Molding, Chrome on Side of Cab	1

Line	Option	Type	Option Description	Qty
88	0521669		Mirrors, Retractable, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex	1
89	0617152		Mirror, 10.5", Blind Spot Convex (Grote Brand) @ PS Cab Roof Corner	1
90	0651313		Door, Half-Height, Velocity FR 4-Door Cab, Level Roof	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish -	
91	0655511		Door Panel, Brushed Stainless Steel, Impel/Velocite 4-Door Cab	1
92	0667905		Storage Pockets w/ Elastic Cover, Recessed, Overhead, Impel/Velocite FR	1
93	0667902		Controls, Electric Windows, All Cab Doors, Impel/Velocite FR	1
94	0555486		Steps, 4-Door Cab, Dual, Imp/Vel	1
			Light, Step, Additional - P25 LED	
95	0770200		Handrail, Exterior, Hansen, Knurled, Alum, LED Backlit, 4-Door Cab	1
			Color, Handrail Light - Red	
			Control, Handrail Light - Parking Brake	
96	0509649		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 1Lt Per Step	1
97	0002140		Fenders, S/S on Cab	1
98	0122479		Window, Side of C/C, Fixed, Velocity	1
99	0552935		Trim, Cab Side Windows, Velocity	1
100	0509287		Windows, Rear CC, (2) 11.25" x 18", Velocity	1
101	0553196		Trim, Cab Rear Windows, Velocity	1
102	0123686		Drip Rail, Cab Roof, Impel/Velocite/Velocite SLT	1
103	0798597		Holder, Cup, Cab/Crewcab, Each, Loc	2
			Location - one on the driver side engine tunnel, in corner of curved instrument panel, one on officer side engine tunnel.	
			Qty, - 02	
104	0622531		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Color, Vel/Imp	1
			Color, Cab Interior Paint - i) fire smoke gray	
			Mounting Provision Spacing - 1.00"	
105	0647586		Cab Interior, Turnout Tuff, Impel/Velocite FR	1
			Color, Cab Interior Vinyl/Fabric - m) Gray	
106	0667943		Cab Interior, Paint Color, Impel/Velocite FR	1
			Color, Cab Interior Paint - i) fire smoke gray	
107	0509532		Floor, Rubber Padded Cab & Crew Cab, Imp/Vel, Dash CF	1
108	0667936		Heater/defroster, Dual Zone Control, Impel/Velocite FR	1
109	0603345		Air Conditioning, Dual Zone Control, Velocity FR w/ ISX15 Engine	1
			Paint Color, A/C Condenser - Cover Match Roof	
110	0640814		Dual Condensate Drain Tubes for A/C Drip Pan, Imp/Vel FR	1
111	0770956		HEPA Filter, Air-Conditioning/Defroster, Impel/Velocite, CARE	1
112	0639675		Sun Visor, Smoked Lexan, AXT, Dash CF, Imp/Vel, Saber FR/Enforcer	1
			Sun Visor Retention - Thumb Latch	
113	0543257		Grab Handles, Driver Door Post & Passenger Dash Panel, Imp/Vel	1
114	0583938		Lights, Engine Compt, Custom, Auto Sw, Wln 3SC0CDCR, 3" LED, Trim	1
			Qty, - 01	
115	0122516		Fluid Check Access, Imp/Vel	1
116	0583042		Side Roll and Frontal Impact Protection	1
117	0622617		Seating Capacity, 6 Seats	1
118	0697005		Seat, Driver, Pierce PS6, Premium, Air Ride, High Back, Safety	1
119	0696994		Seat, Officer, Pierce PS6, Premium, Air Ride, SCBA, Safety	1
120	0002517		Not Required, Radio Compartment	1
121	0122183		Seat, Rear Facing C/C, DS Outboard, Pierce PS6, Premium, SCBA, Safety	1
122	0102783		Not Required, Seat, Rr Facing C/C, Center	1
123	0122186		Seat, Rear Facing C/C, PS Outboard, Pierce PS6, Premium, SCBA, Safety	1
124	0108189		Not Required, Seat, Forward Facing C/C, DS Outboard	1
125	0122744		Seat, Forward Facing C/C, Center, (2) Pierce PS6, Premium, SCBA, Safety	1
126	0108190		Not Required, Seat, Forward Facing C/C, PS Outboard	1
127	0566653		Upholstery, Seats In Cab, Turnout Tuff	1
			Color, Cab Interior Vinyl/Fabric - m) Gray	
128	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats	5
			Qty, - 05	
129	0603867		Seat Belt, ReadyReach	1
			Seat Belt Color - Red	
130	0604863		Seat Belt Height Adjustment, 6 Seats, Imp/Vel, Dash CF	1
131	0602464		Helmet Storage, Provided by Fire Department, NFPA 2016	1

Line	Option	Type	Option Description	Qty
132	0647647		Lights, Dome, FRP Dual LED 4 Lts	1
			Color, Dome Lt - Red & White	
			Color, Dome Lt Bzl - Black	
			Control, Dome Lt White - Door Switches and Lens Switch	
			Control, Dome Lt Color - Lens Switch	
133	0631776		Not Required, Overhead Map Lights	1
134	0602622		Portable Hand Light, Provided by Fire Department, Quint NFPA 2016 Classification	1
135	0568369		Cab Instruments, Ivory Gauges, Chrome Bezels, Impel/Veloccity 2010, Dash CF	1
136	0509511		Air Restriction Indicator, Imp/Vel, AXT, Dash CF, Enf MUX	1
137	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
138	0743386		Messages, Open Dr/DNMT, Color Dsply, 100AAT	1
139	0611681		Switching, Cab, Membrane, Impel/Veloccity/Quantum, Dash CF, AXT WiFi MUX	1
			Location, Emerg Sw Pnls - Driver's Side Overhead	
140	0555915		Wiper Control, 2-Speed with Intermittent, MUX, Impel/Veloccity	1
141	0002565		Hourmeter, Aerial Inside Cab	1
142	0002615		Switch, Aerial 12V Master	1
143	0002617		PTO switch, w/light - aerial	1
144	0548004		Wiring, Spare, 15 A 12V DC 1st	1
			Qty, - 01	
			12vdc power from - Battery direct	
			Wire termination - 15 amp power point plug	
			Location, Spare Wiring - Officer Dash	
145	0797189		Wiring, Spare, 4.8 A 12V DC, USB Termination Blue Sea 1045 1st	1
			Qty, - 01	
			12vdc power from - Battery direct	
			Location - Officer Dash	
146	0615386		Vehicle Information Center, 7" Color Display, Touchscreen, MUX	1
			System Of Measurement - US Customary	
147	0606247		Vehicle Data Recorder w/CZ Display Seat Belt Monitor	1
148	0696439		Antenna Mount, Custom Chassis, Cable Routed to Instrument Panel Area	1
			Qty, - 01	
			Location, Antenna Mount - Right Side	
149	0653526		Camera, Pierce, Driver Mux, Rear Camera Only	1
			Camera System Audio - Not Provided	
150	0615100		Pierce Command Zone, Advanced Electronics & Control System, Diag LEDs, Vel, WiFi	1
151	0624254		Electrical System, Velocity	1
152	0079211		Batteries, (6) Exide Grp 31, 950 CCA each, Threaded Stud	1
153	0008621		Battery System, Single Start, All Custom Chassis	1
154	0123174		Battery Compartment, Imp/Vel	1
155	0614406		Charger, Sngl Sys, IOTA, DSL-75, 75 Amp, Kussmaul 091-94-12 Ind, AXT/DCF/Vel/Imp	1
156	0515703		Location, Charger, Cab Behind Driver Seat	1
157	0537512		Location, Bat Chrg Ind, Display Through Window Behind Driver Seat	1
158	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
159	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Cab Side	
160	0764491		Alternator, 420 amp, Leece-Neville BLP4003	1
161	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
162	0783157		Headlights, Rect LED, JW Spkr Evo 2, Heat, AXT/DCF/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Chrome Bezel	
163	0648425		Light, Directional, Wln 600 Cmb, Cab Crn, Imp/Vel/AXT/Qtm/DCF	1
			Color, Lens, LED's - m)match LED's	
164	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
165	0648074		Lights, Clearance/Marker/ID, Front, P25 LED 7 Lts	1
166	0670831		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts, 100AAT	1
167	0602938		Light, Marker End Outline, Rubber Arm, LED Marker Lamp, Rear Body	1
			Qty, Lights, Pair - 1	

Line	Option	Type	Option Description	Qty
168	0564683		Lights, Tail, Wln M6BTT* Red LED Stop/Tail & M6T* Amber LED Dir Arw For Hsg Color, Lens - Colored	1
169	0561471		Lights, Backup, Wln M6BUW, LED, For Tail Lt Housing	1
170	0664481		Bracket, License Plate & Light, P25 LED	1
171	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
172	0589905		Alarm, Back-up Warning, PRECO 1040	1
173	0769420		Lights, Perimeter Cab, Amdor AY-LB-12HW020 LED 4Dr	1
174	0769564		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 1lt	1
175	0763190		Lights, Perimeter Body, Amdor AY-LB-12HW012 LED 3lts Control, Perimeter Lts - Parking Brake Applied	1
176	0554186		Lights, Step, P25 LED, 100AAT, w/Pump, Pump Pnl Sw	1
177	0620741		Light, HiViz FT-B-46-*, 46", 2nd Location, Lights - Passenger side of body on catwalk above RS3, also on passenger side cab roof, above crew cab door. Qty, - 02 Control, Scene Lts - Cab Sw Panel DS Color, Lt Housing HiViz - White Scene Light Optics - Flood/Spot	2
178	0620745		Light, HiViz FT-B-46-*, 46", 1st Location, Lights - Driver side of body on catwalk above LS3, also on driver side cab roof, above crew cab door. Qty, - 02 Control, Scene Lts - Cab Sw Panel DS Color, Lt Housing HiViz - White Scene Light Optics - Flood/Spot	2
179	0776357		Light, Visor, Wln, 12V P*H2* Pioneer, Cnt Feature, 1st Qty, - 01 Location, driver's/passenger's/center - Centered Color, Wln Lt Housing - White Paint Control, Scene Lts - Cab Sw Panel DS Scene Light Optics - Flood/Spot	1
180	0766802		Not Required, Deck Lights, Other Hose Bed & Rear Lighting, 100AAT	1
181	0766801		Lights, Hose Bed, Front/Rear, LED Light Strips, 100AAT Control, Hose Bed Lts - Cup Switch At Rear	1
182	0766798		Lights, Rear Scene, Wln, M6ZC LED, 58" - 72" High Control, Rear Scene Lts - Cab Switch Panel DS	1
183	0744016		Lights, Walk Surf, Amdor AY-LB-12HW020, P25 LED, 100AAT	1
184	0771870		Aerial, 100AAT, Alum Body	1
185	0554271		Body Skirt Height, 20"	1
186	0769002		Tank, Water, 300 Gallon, Poly, 100AAT	1
187	0751917		Overflow, 3.00" Water Tank, Poly	1
188	0028107		Not Required, Foam Cell Modification	1
189	0003429		Not Required, Direct Tank Fill	1
190	0769016		Hose Bed, Alum, Right Side, 100AAT	1
191	0555137		Hose Bed Capacity 800' of 5.00", 100AAT, 100' RMAP	1
192	0748063		Hose Restraint, Front Vinyl/Treadplate, 1" Heavy Nylon Web Rear, 100AAT Color, Vinyl Cover - c) black	1
193	0003512		Running Boards, Ascendant, PAL	1
194	0771229		Turntable Steps, Punched Grip Pattern, Swing-Down, Left Side, 100AAT	1
195	0554001		Lights, Step (3), P25 LED, Swing Down Access Steps, One Side	1
196	0690023		Wall, Rear, Smooth Aluminum	1
197	0074515		Tow Eyes (2), 100AAT, Ascendant Single Axle, 75' HAL	1
198	0769019		Construction, Compt, Alum, 100AAT	1
199	0771504		Compt, Left Side, Roll, 100AAT	1
200	0771505		Compt, Right Side, Roll, 100AAT	1
201	0766483		Doors, Gortite Rollup, Side Compartments Qty, Door Accessory - 09 Color, Roll-up Door, Gortite - Painted to Match Lower Body Latch, Roll-up Door, Gortite - Non-Locking Liftbar	9
202	0740006		Bumper, Rear, 3", Counterweight, Steel, Full 45 Degree Angled Corners, 100AAT	1
203	0603083		Lights, Compt,Pierce LED,Dual Light Strips,Each Side Dr,Ascend TA,75'HAL,PAP,HDL Qty, - 09	9

Line	Option	Type	Option Description	Qty
203			Location, Compartment Lights - All Body Compts	
204	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
205	0600289		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations, Aerial	2
			Qty, Shelf - 02	
			Material Finish, Shelf - Painted - Spatter Gray	
			Location, Shelves/Trays, Predefined - RS2-Upper Third and LS2-Upper Third	
206	0647772		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, 3G	4
			Qty, - 04	
			location - LS2, LS4, RS2, RS4	
			Material - paint to match compt interior	
207	0061917		Rub Rail, Aluminum Extruded, 3.12", Side of Body	1
208	0769018		Fender Crowns, Rear, S/S, w/Removable Fender Liner, Aerial, 3rd Gen, Two Pair	1
209	0519849		Not Required, Hose, Hard Suction	1
210	0626229		Handrails, Side Pump Panels, Per Print	1
211	0765324		Compt, Air Bottle/Extinguisher,Between Tandems,Three (3),w/Straps,100AAT,Bolt-In	2
			Qty, Air Bottle Comp - 2	
			Location, driver's/passenger's/center - 1LS & 1RS	
			Door Finish, Fender Compt - Painted	
			Latch, Air Bottle Compt - Southco C2 Chrome Raised, Pair	
			Insert, Air Bottle Compt - Rubber Matting	
			Door Type - lift up with stay arm	
212	0795333		Compt, Air Bottle, Single, Fender Panel, Bolt-In	4
			Qty, Air Bottle Comp - 4	
			Door Finish, Fender Compt - Painted	
			Location, Fender Compt - Single - LS Fwd, Single - LS Rear, Single - RS Fwd and Single - RS Rear	
			Latch, Air Bottle Compt - Southco C2 Chrome Raised	
			Insert, Air Bottle Compt - Rubber Matting	
213	0768635		Ladder, 35' Duo-Safety 1200A 2-Sect	2
			Qty, - 02	
214	0010406		Ladder, 28' Duo-Safety 1200A 2-Section	1
			Qty, - 1	
			Location, Extension Ladder - torque box	
215	0024232		Ladder, 16' Duo-Safety 875A Roof	1
			Qty, - 1	
216	0648681		Ladder, 14' Duo-Safety 875-DR Roof	1
			Qty, - 01	
			Location - aerial fly section	
217	0014232		Ladder, 20' Duo-Safety 875A Roof	1
			Qty, - 1	
218	0024233		Not Required, Attic Extension Ladder	1
219	0768634		Ladder, 10' Duo-Safety Folding, 585A	2
			Qty, - 02	
			Location, Folding Ladder Aerial - torque box	
220	0745985		Ladders Stored in Torque Box, Gortite Roll, 100AAT	1
			Color, Roll-up Door, Gortite - Satin finish	
			Latch, Roll-up Door, Gortite - Non-Locking, Rear	
			Latch, Door Ladder Storage - Southco C2 Chrome Raised, Pair	
221	0766602		Lights, Torque Box Ladder Storage, Pierce LED Strip Lights, 2 Lts, 100AAT	1
222	0004998		Pike Pole, 12' Nupla, Fiberglass, I Beam, SPD-12	2
			Qty, - 02	
223	0024337		Pike Pole, 8' Nupla, Featherlight, Aerial	2
			Qty, - 02	
224	0044348		Pike Pole, 6' Nupla, I Beam, Aerial	2
			Qty, - 02	
225	0014343		Not Required, Pike Pole, 3'	1
226	0770578		Pike Pole Tubes, in Torque Box/Ladder Storage, ABS	6
			Qty, - 06	
227	0767622		Pump, Waterous, S100, 2000 GPM, Single Stage, 100' AAT	1
228	0504116		Seal, Mechanical, Waterous, w/S100 Pump	1
229	0559768		Trans, Pump, Waterous C20, S100 Pump Only	1
230	0635600		Pumping Mode, Stationary Only	1

Line	Option	Type	Option Description	Qty
231	0605125		Pump Shift, Air w/o Manual Override, Split Shaft, Interlocked, Waterous	1
232	0003148		Transmission Lock-up, EVS	1
233	0004547		Auxiliary Cooling System	1
234	0014486		Not Required, Transfer Valve, Stage Pump	1
235	0777650		Valve, Relief Intake, Akron	1
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
236	0536322		Controller, Pressure, Pierce, Custom Chassis	1
237	0072153		Primer, Trident, Air Prime, Air Operated	1
238	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
239	0602492		Plumbing, Stainless Steel and Hose, Single Stage Pump, 100AAT	1
240	0089437		Plumbing Without Foam System	1
241	0758412		Inlets, 6.00", (2) Right Side, 1500-2000 GPM Pump, 100AAT	1
242	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
243	0084610		Valves, Akron 8000 series- All	1
244	0004660		Inlet (1), Left Side, 2.50"	1
245	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
246	0004700		Control, Inlet, at Valve	1
247	0563738		Valve, .75" Bleeder, Aux. Side Inlet, Swing Handle	1
248	0767284		Tank to Pump, (1) 3.00" Valve, 3.00" Plumbing, 100AAT	1
249	0004905		Outlet, Tank Fill, 1.50"	1
250	0004940		Outlet, Left Side, 2.50"	2
			Qty, Discharges - 02	
251	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
252	0767613		Outlet, 4" w/4" Right, Sm Handwheel, 100AAT	1
			Valve, Brand - Akron	
253	0092572		Not Required, Outlet, Front	1
254	0752096		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Vinyl Covered Cable	1
255	0563739		Valve, 0.75" Bleeder, Discharges, Swing Handle	1
256	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
257	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
258	0005097		Elbow, Large Dia Outlet, 30 Deg, 4.00" FNST x 5.00" Storz	1
			Qty, - 01	
259	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
260	0029106		Not Required, Deluge Outlet	1
261	0767110		Waterway Outlet & Control, 4" Akron, Sm HW, 100AAT	1
262	0762299		Crosslays Sngl Sheet Unpainted, (1+) 1.50" Std.Cap, w/Poly Tray, 100AAT	2
			Qty, Crosslays - 2	
263	0029196		Not Required, 2.50" Crosslay	1
264	0625777		Hose Rest, Crosslays, 2" Nylon Web, Seat Belt Buckle in Corner, Tether, Sides	2
			Qty, - 02	
265	0044333		Not Required, Foam System	1
266	0012126		Not Required, CAF Compressor	1
267	0552517		Not Required, Refill, Foam Tank	1
268	0042573		Not Required, Foam System Demonstration	1
269	0045465		Not Required, Foam Tanks	1
270	0091110		Not Required, Foam Tank Drain	1
271	0091112		Not Required, Foam Tank #2 Drain	1
272	0768688		Pump House, Side Control, 36", 100AAT, Control Zone	1
273	0738072		Approval Dwg, Pump Panel(s), Not Required	1
274	0032479		Pump Panel Configuration, Control Zone	1
275	0747651		Step, Slide-Out/Fold-Out, Pump Operator Platform, 100AAT	1
276	0667186		Light, Slide-Out Pump Operator Step, On Scene Solutions Access LED, Short Step	1
277	0005525		Material, Pump Panels, Side Control Brushed Stainless	1
278	0743479		Panel, Pump Access - Right Side Only, Recessed Lift & Turn Latches 100AAT	1
279	0767048		Pump House Structure	1
280	0583824		Light, Pump Compt, WIn 3SC0CDCR LED White	1
			Qty, - 01	
281	0536401		Gauges, Engine, Included With Pierce Pressure Controller	1

Line	Option	Type	Option Description	Qty
282	0005601		Throttle, Engine, Incl'd w/Press Controller	1
283	0549333		Indicators, Engine, Included with Pressure Controller	1
284	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
285	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
286	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
287	0536428		Gauge, Water Level, Pierce, In pressure Controller	1
288	0006774		Not Required, Foam Level Gauge	1
289	0763071		Light Shield, S/S LS, 100AAT, Std LED	1
290	0761601		Air Horns, (2) Grover, In Bumper, 100AAT	1
291	0606833		Location, Air Horns, Bumper, Each Side, Inside Frame (Pos #3 & #5)	1
292	0016065		Control, Air Horn, Horn Ring, PS Chrome Push Button	1
293	0533071		Siren, Wln 295SLSC1, 100 or 200 Watt, w/Plug-in/Detachable Microphone Cord	1
294	0510206		Location, Elect Siren, Recessed Overhead In Console	1
			Location, Elec Siren - Overhead, DS Inside Sw Pnl	
295	0076156		Control, Elec Siren, Head Only	1
296	0601306		Speaker, (1) Wln, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt	1
			Connection, Speaker - siren head	
297	0601565		Location, Speaker, Frt Bumper, Recessed, Center (Pos 4)	1
298	0767024		Siren, Federal Q2B, VEL, 100AAT	1
299	0578974		Siren, Mechanical, Recessed In Grille, Imp/Vel	1
300	0026163		Control, Mech Siren, DS & PS Foot Sw	1
301	0740834		Sw, Siren Brake, Momentary Red, LS Overhead Sw Pnl	1
302	0606775		Lightbar, Wln, Freedom IV-Q, 72", RRWRRR____RRRWRR	1
			Filter, Whl Freedom Ltbrs - No Filters	
303	0540460		Light, Front Zone, Wln M6*C LED, Clear Lens, 4lts Q Bezel	1
			Color, Lt DS Frnt Outside - DS Front Outside Red	
			Color, Lt PS Frnt Outside - PS Front Outside Red	
			Color, Lt DS Front Inside - r) DS Front Inside Red	
			Color, Lt PS Front Inside - r) PS Front Inside Red	
304	0558676		Daytime Running Lights, Headlights, Qtm, Vel/Imp, Enf/AXT-MUX, DCF (Low Beam)	1
305	0653937		Flasher, Headlight Alternating	1
			Headlt flash deactivation - a)w/high beam	
306	0540692		Lights, Side Zone Lower, Wln M6*C LED, Clear Lens, 3pr, Ovr 25	1
			Location, Lights Front Side - b)each side bumper	
			Color, Lt Side Front - Red	
			Color, Lt Side Middle - Red	
			Color, Lt Side Rear - Red	
			Location, Lights Mid Side - Over Front Wheels	
			Location, Lights Rear Side - Between Tandem	
307	0564655		Lights, Rear Zone Lower, Wln M6*C LED, Clear Lens, For Tail Lt Housing	1
			Color, Lt DS Rear - r) DS Rear Lt Red	
			Color, Lt PS Rear - r) PS Rear Lt Red	
308	0088745		Light, Rear Zone Upper, Wln L31HRFN LED Beacon, Red LED	1
			Color, Dome, Rear Warning - j) both domes clear	
309	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
310	0791501		Light, Traffic Directing, Wln TAL65, 36" Long LED, Aerials	1
			Activation, Traffic Dir L - Not Connected	
311	0738095		Location, Traf Dir Lt, Surface Mounted Over Rear Door in Box 100AAT	1
312	0530288		Location, Traf Dir Lt Controller, Overhead Recessed Console, above Eng Tnl DS	1
313	0519934		Not Required, Brand, Hydraulic Tool System	1
314	0649753		Not Required, PTO Driven Hydraulic Tool System	1
315	0771866		Aerial, Ascendant 100' Aerial Tower	1
316	0739073		Boom Panel, Pair, 100AAT	1
			Paint Color, Predefined - #10 white	
317	0526890		Not Required, Indicator, Extension	1
318	0688232		Rung Covers, Aerial Device	1
			Rung Cover Color - Safety Yellow	
319	0741339		Box, Saw Storage, w/Cover, Universal Box, Base Section Above Boom Panel,100AAT	2
			Qty, - 02	
			Finish - Painted, Aerial Device Color	
			Latch, Door, Storage - "D" Handle Latch w/(2) Gas Struts	

Line	Option	Type	Option Description	Qty
319			Location, Aerial Device - each side	
			Louvers - no louvers	
320	0678539		Brackets Only, Roof Ladder, Aerial Fly Section	1
			Finish - Painted, Aerial Device Color	
321	0766887		Roof Ladder, Make/Model - 14' Duo-Safety 875-A-DR	
			Brackets, Stokes Storage, Base Section Above Boom Panel, 100AAT	1
			Qty, - 01	
			Finish - Painted, Aerial Device Color	
			Location, Aerial Device - right side	
322	0623645		Aerial Stability Test, Max Tip Options	1
323	0770598		Basket, 100AAT	1
324	0766894		Lights, Turntable Walkway, P25, On Scene, LED, 100AAT	1
325	0767535		Light, Turntable Console, TecNiq E-10, LED	1
326	0766962		Basket Heat Shields, 100AAT	1
327	0766953		Control Stations, 100AAT	1
328	0751349		Lights, Basket Interior, Amdor AY-LB-12HW020-0, 20" 100AAT	1
329	0771862		Stabilizers, 100AAT, Three Sets	1
330	0746172		Door, Stabilizer Control Box, Aerial MUX, Hinged Outboard, Latch FV, Smooth, 100AAT	1
			Latch, Door, Storage - Southco C2 Chrome Raised	
331	0615058		Stabilizer Placement, Cameras w/Command Zone Color Display, 1 Set	1
332	0540533		Stabilizer Pans, Material	1
			Stabilizer Panels - Painted Aluminum	
333	0771218		Hydraulic System, 100AAT	1
334	0767932		Swivels, w/Encoder, 36, 100AAT	1
335	0767931		Electrical System, 100AAT	1
336	0783178		Lights, Tip, WIn MPB* LED, Front of Basket 2lts	1
			Color, WIn Lt Housing - White Paint	
337	0752453		Lights, Tracking, WIn MPB* LED, 100AAT 2lts	1
			Color, WIn Lt Housing - White Paint	
			Scene Lt Optics LH Base - L Spot	
			Scene Lt Optics RH Base - R Spot	
338	0743431		Basket Access, w/ Flip Down Step, Lift Bar Latch, 100AAT	1
			Finish, Step Well -	
339	0554330		Lights, Step (4), P25, Ladder Style Access Steps, Both Sides	1
340	0749120		Lighting, Rung, LED, TecNiq, 5 Section, Base, Low, Cent, Upper, Fly, 100AAT	1
			Control, Aerial Rung Lighting - Turntable Sw w/Aerial Mstr	
			Color, Lt Aerial Fly Sect - Red	
			Color, Lt Aerial Base Sect - Red	
			Color, Lt Aerial Lower Mid Sect - Red	
			Color, Lt Aerial Upper Mid Sect - Red	
			Color, Lt Aerial Mid Sect - Red	
341	0749072		Review Required, Rung Lighting 100AAT	1
342	0540743		Lights, Stabilizer Warn (2) Sets, WIn M6*C LED, Clear Lens	1
			Color, Lt Rr Stabilizr Pan - r) Pan Light Red	
			Color, Lt Fr Stabilizr Pan - r) Pan Light Red	
343	0068703		Lights, Grote Supernova LED, Stabilizer Beam, (1) Set	1
344	0762387		Lights, Stabilizer Scene, (3) sets, Amdor AY-LB-12HW012, 100AAT	1
345	0764091		DC Power To Tip, 12.88 Amp, 100AAT	1
346	0759577	SP	Light, WIn PSL1B*, 12 Volt Under Steps, 100AAT, 1st	2
			Qty, - 02	
			Location, Sw, Arl AC Lts - M)2 Pos	
			Color, WIn Lt Housing - White Paint	
			Location, Lts Under 100'AAT Steps - Left Side Front Corner and Right Side Front Corner	
347	0594648		Intercom, 2-Way Fire Research ICA900 Hands Free	1
348	0766913		Breathing Air to Tip, (1) 4500 PSI, 100AAT	1
			Refill Hose - 50'	
			Breathing Air Fitting - Hansen	
			Breathing Air Mask Box - mask box platform SouthCo 97	
349	0024742		Not Required, Mask, Breathing Air To Tip	1
350	0767396		Aerial Pedestal, 100AAT	1
351	0766834		Lyfe Brackets, 3-In-1, Used w/Duo-Safety 875 Ladders ONLY, 100AAT	1

Line	Option	Type	Option Description	Qty
352	0767149		Turntable Access, ManSaver Bar, Yellow	1
353	0769514		Waterway, 100AAT	1
354	0554243		Not Required, Preconnect At Platform, TFT VUM or Akron AVM	1
355	0764417		Monitors, (2), TFT Monsoon, Y4-MP1A-P-01 Manual and Y4-EP1A-P Elec, (Use w/VUM)	1
			Nozzle, Monitor 1, PAP - TFT YST-4NN Tips	
			Nozzle, Monitor 2, PAP - TFT M-ERP2000 Electric 2000 gpm	
356	0086971		Flowmeter, Waterway, MUX, PAP	1
357	0009364		Inlet, 5.00", S/S, w/ Pump, Right Side, 100AAT	1
358	0685077		Valves, (2) TFT VUM (Valve Under Monitor), Electric, RC, Manual, (PAP)	1
359	0047897		Tools, Aerial	1
360	0559491		Manuals and Training, 3 Consecutive Days, Platform	1
361	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
362	0047021		Reflective Emergency Triangles, Set of Three	1
			Qty, - 1	
363	0602497		NFPA Required Loose Equipment, Quint, NFPA 2016, Provided by Fire Department	1
364	0519913		Not Required, Soft Suction Hose	1
365	0027023		No Strainer Required	1
366	0533246		Extinguisher, 20 lb Dry Chemical	1
			Qty, Extinguishers - 1	
367	0602352		Extinguisher, 2.5 Gal. Pressurized Water, Quint, NFPA 2016, Provided by Fire Dept	1
368	0765595		Ladder Belts, Aerial	1
			Safety Belt, Large/XL - (2) two Large/XL (34"-42" waist)	
			Safety Belt, Small/Medium - 0) small/medium (26"-34" waist)	
			Safety Belt, XXL - (2) two XXL (42"-50" waist)	
369	0007482		Not Required, Crowbars	1
370	0007484		Not Required, Claw Tools	1
371	0602883		Axe, Flathead, Quint NFPA 2016, Provided by Fire Department	1
372	0602670		Axe, Pickhead, Quint NFPA 2016, Provided by Fire Department	1
373	0007494		Not Required, Sledgehammers	1
374	0559682		Paint, Two Tone, Cab, w/Shield, Custom Cab	1
			Paint Color, Predefined - #90 Red	
			Paint Color, Upper Area, Predefined - #10 White	
375	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard	1
			Paint Color, Frame Assembly, Predefined - Lower Job Color	
376	0693797		No Paint Required, Aluminum Front Wheels	1
377	0693792		No Paint Required, Aluminum Rear Wheels	1
378	0007230		Compartment, Painted, Spatter Gray	1
379	0792638		Aerial Platform Paint	1
			Paint Color, Aerial Device - White 10	
			Paint Color, Turntable - White 10	
			Paint Color, Boom Support - red 90	
			Paint Color, Cylinders - white 10	
			Paint Color, Aerial Torque Box - red 90	
			Paint Color, Aerial Stabilizers - red 90	
			Paint Color, Aerial Basket - white 10	
			Paint Color, Aerial Rotation Motor - Red 90	
			Paint Color, Aerial Control Console - white 10	
380	0544111		Reflective Band, 10"	1
			Color, Reflect Band - A - a) white	
381	0077356		Reflective, Cab Face, Below the S/S Trim Band	1
382	0583454		Stripe, Chevron, Rear, Diamond Grade, Aerial	1
			Color, Rear Chevron DG - fluorescent yellow green	
383	0598754		Stripe, Reflective/Diamond Grade, 4.00" on Stabilizers	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
384	0038596		Stripe, Reflective, 1"-6"-1" on Basket	1
			Color, Reflect Band - A - c) ruby red	
			Color, Reflect Band - B - n) ruby red	
			Color, Reflect Band - C - y) ruby red	
385	0027341		Jog, In Reflective Stripe, Single or Multiple	1
			Qty, - 1	

Line	Option	Type	Option Description	Qty
386	0017359		Stripe, Black Outline, Vinyl on Reflective Band	1
			Qty, - 01	
387	0593225		Stripe, Reflective, Cab Doors Interior, Diamond Grade	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
388	0027286		Not Required, Lettering Specs	1
389	0007472		[Lettering not Requested]	1
390	0583547		Undercoating, Cab & Body, Stock/Demo Style, Aerial, Ziebart	1
391	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom	1
			Qty, - 01	
392	0772037		Manual, Chassis Service, USB Flash Drive, Custom	1
			Qty, - 01	
393	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom	1
394	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
395	0611136		Warranty, Chassis, 3 Year, Velocity/Impel, WA0284	1
396	0696698		Warranty, Engine, Cummins, 5 Year, WA0181	1
397	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
398	0595767		Warranty, Frame, 50 Year, Velocity/Impel, Dash CF, WA0038	1
399	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
400	0777368		Warranty, Axle, 2 Year, Meritor, General Service, WA0328	1
401	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
402	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
403	0595813		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
404	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
405	0695416		Warranty, Pierce Camera System, WA0188	1
406	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
407	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
408	0685945		Warranty, Transmission Cooler, WA0216	1
409	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
410	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
411	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
412	0063510		Warranty, Pump, Waterous, 5 Year Parts, WA0225	1
413	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
414	0641372		Warranty, Foam System, Not Available	1
415	0006999		Warranty, Structure, 20 Year, Aerial Device, WA0052	1
416	0687388		Warranty, Swivels, 5 Year, Aerial Device, WA0197	1
417	0685727		Warranty, Hydraulic System and Components, 3 Year/5 Year, WA0200	1
418	0687327		Warranty, Waterway, 10 Year, Aerial Device, WA0198	1
419	0595860		Warranty, Paint, 4 Year, Aerial Device, Pro-Rated, WA0047	1
420	0553455		Warranty, Electronics, 5 Year, MUX, WA0014	1
421	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
422	0593921		Not Required, Warranty, No Lettering	1
423	0683627		Certification, Vehicle Stability, CD0156	1
424	0794805		Certification, Engine Installation, Velocity, Cummins X15, 2017, CD0153	1
425	0686786		Certification, Power Steering, CD0098	1
426	0667417		Certification, Cab Integrity, Velocity FR, CD0009	1
427	0548950		Certification, Cab Door Durability, Velocity/Impel, CD0001	1
428	0548967		Certification, Windshield Wiper Durability, Impel/Velocity, CD0005	1
429	0667411		Certification, Electric Window Durability, Velocity/Impel FR, CD0004	1
430	0549273		Certification, Seat Belt Anchors and Mounting, Imp/Vel/Vel SLT, CD0018	1
431	0667416		Certification, Cab Heater and Defroster, Velocity/Impel FR, CD0015	1
432	0674479		Certification, Not Available, Cab Air Conditioning Performance	1
433	0545073		Amp Draw Report, NFPA Current Edition	1
434	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
435	0799248		Appleton/Florida BTO	1
436	0000053		Ascendant Tower	1
437	0000012		PIERCE CHASSIS	1
438	0004713		ENGINE, OTHER	1
439	0046396		EVS 4000 Series TRANSMISSION	1
440	0020011		WATEROUS PUMP	1
441	0020009		POLY TANK	1
442	0028047		NO FOAM SYSTEM	1

Line	Option	Type	Option Description	Qty
443	0020006		SIDE CONTROL	1
444	0020007		AKRON VALVES	1
445	0020015		ABS SYSTEM	1
446	0658751		PUMPER BASE	1



City Council Meeting

Date: August 3, 2021

Agenda Item: 9.E.

PRESENTER: Pam Curbow, Finance Director

ITEM/SUBJECT: Presentation of proposed 2021-2022 budget and calculated property tax rates.(Finance Director)

SUMMARY/BACKGROUND: Presentation of proposed 2021-2022 budget and calculated property tax rates.

Documents will be available as soon as received from the Nacogdoches Central Appraisal District. These documents will be attached to the agenda online and emailed separately to City Council prior to meeting.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Pam Curbow, Finance Director
curbowp@nactx.us
936-559-2526

ATTACHMENTS:



City Council Meeting

Date: August 3, 2021

Agenda Item: 9.F.

PRESENTER: Pam Curbow, Finance Director

ITEM/SUBJECT: Set public hearing dates for both budget and tax rate. (Finance Director)

SUMMARY/BACKGROUND: Set public hearing dates for the 2021-2022 budget and proposed tax rate.

FINANCIAL:

No financial impact associated with this item

COUNCIL PRIORITIES: THIS AGENDA ITEM IS CONSISTENT WITH THE FOLLOWING CITY COUNCIL PRIORITIES

Not Applicable

CITY CONTACT: Pam Curbow, Finance Director
curbowp@nactx.us
936-559-2526

ATTACHMENTS: