

A G E N D A
CITY COUNCIL MEETING
August 22, 2016 @ 6:00 p.m.
Council Chambers - Government Center
200 North 12th Street - Corsicana, Texas 75110

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. MINUTES

Consider approving the minutes for the Budget Work Session and Regular Meeting of August 8, 2016.

5. PUBLIC FORUM

- a. Presentation to Elena Diaz in appreciation for her service as a City of Corsicana Lifeguard.
- b. Public Comments.

6. PUBLIC HEARINGS

- a. Receive public input regarding authorizing participation in the Texas Enterprise Zone for Polyguard Products, Inc.
- b. Receive public input regarding proposed amendments to Chapter 10, entitled *Traffic Control*, to add Section (b)(7) to Article 10.900, *One-Way Streets and Alleys*, of the City Code of Ordinances.
- c. Receive public input regarding the request for a specific use permit for communication tower use for Block 242, Lots 23 and 24, also known as 101 North Beaton Street.
- d. Receive public input regarding the request for a zoning change from Agricultural (A) to Commercial (C) for the purpose of constructing a billboard for Block 1410, Lot 3, located on South Interstate Highway 45.
- e. Receive public input regarding the request for a specific use permit for the purpose of operating an auto storage facility for Block 1317-1320, also known as 200 Hamilton Road.
- f. Receive public input regarding the request for a specific use permit for a telecommunication tower for emergency communication services for Block 315, all Lots, also known as 200 North 12th Street.
- g. Receive public input regarding the 2016 Tax Year Property Tax Rate for Fiscal Year 2017.

7. ORDINANCES

- a. Consider authorizing participation in the Texas Enterprise Zone for Polyguard Products, Inc.

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- b. Consider amending Chapter 10, entitled *Traffic Control*, to add Section (b)(7) to Article 10.900, *One-Way Streets and Alleys*, of the City Code of Ordinances. **PAGE 20**
- c. Consider a request for a specific use permit for communication tower use for Block 242, Lots 23 and 24, also known as 101 North Beaton Street. **PAGE 25**
- d. Consider a request for a zoning change from Agricultural (A) to Commercial (C) for the purpose of constructing a billboard for Block 1410, Lot 3, located on South Interstate Highway 45. **PAGE 32**
- e. Consider a request for a specific use permit for the purpose of operating an auto storage facility for Block 1317-1320, also known as 200 Hamilton Road. **PAGE 35**
- f. Consider a request for a specific use permit for a telecommunication tower for emergency communication services for Block 315 all Lots, also known as 200 North 12th Street. **PAGE 38**

8. RESOLUTIONS

- a. Consider accepting a donation of property from Odessa Teague Wood and a donation of property from Jerry Holt. **PAGE 40**
- b. Consider authorizing execution of an Interlocal Agreement with the North Central Texas Council of Governments to allow the construction of a telecommunication tower on City-owned property. **PAGE 50**
- c. Consider reviewing and approving amendments to the City Council Policy, Fin. 001, Investment and Collateralization Policy. **PAGE 52**
- d. Consider approving the bid award for Analysis and Audits of Municipal Government Hotel Occupancy Tax Reporting and Collections and for Audits of Sales Tax Collections and to contract with MuniServices to provide these services. **PAGE 54**

9. APPOINTMENTS

- a. Confirm the Mayor's appointment to various boards and commissions.
- b. Consider approving the City Manager's appointment to the Civil Service Commission.

10. REPORTS and MISCELLANEOUS ANNOUNCEMENTS
Mayor/Council

11. EXECUTIVE SESSION: The Council will recess into closed or executive session to discuss real estate pursuant to Section 551.072 of the Texas Government Code.

12. RETURN TO OPEN SESSION: The Council will consider and act upon items discussed under Executive Session, as necessary.

13. ADJOURN

AGENDA INFORMATION

*** INFORMATION ON THE FOLLOWING PAGES IS SUBJECT TO CHANGE PRIOR TO COUNCIL MEETING.**

ITEM NO. 4

Date: August 22, 2016

Subject: Minutes

Comments:

A copy of the minutes for the Budget Work Session and Regular Meeting of August 8, 2016, are attached for review.

Recommendation: Approve the minutes as printed.

**CITY OF CORSICANA
COUNTY OF NAVARRO
STATE OF TEXAS**

**Budget Work Session
August 8, 2016**

The Corsicana City Council met in a Budget Work Session on August 8, 2016, in the Corsicana Government Center Conference Room, 200 N. 12th Street, Corsicana, Texas. The following members were present: Chuck McClanahan, Mayor; Susan Hale, Council Member Precinct One; Ruby Williams, Council Member Precinct Two; John McClung, Council Member Precinct Three; and Don Denbow, Council Member Precinct Four.

In addition, Connie Standridge, City Manager; Virginia Richardson, City Secretary/Director of Finance; Robert Johnson, Police Chief; Donald McMullan, Fire Chief; Sharla Allen, Director of Parks & Recreation; Elizabeth Borstad, City Engineer; Terry Franks, Public Works Director; Pam Gibson, Human Resources Director; Lisa Magenheimer, Library Director; Sara Beth Wilson, Main Street Director; and other interested citizens were also present.

Mayor McClanahan called the meeting to order at 4:00 p.m.

The City Council discussed proposed budget for Fiscal Year 2017 Major Funds.

Mayor McClanahan declared the meeting adjourned at 5:18 p.m.

**Attested This, the 22nd day
of August 2016**

**Attested This, the 22nd day
of August 2016**

Finance Director/City Secretary
***** ***** *****

Mayor
***** ***** *****

**CITY OF CORSICANA
COUNTY OF NAVARRO
STATE OF TEXAS**

Council Regular Session
August 8, 2016

The Corsicana City Council met in a Regular Session on August 8, 2016, in the Corsicana Government Center Council Chambers, 200 N. 12th Street, Corsicana, Texas. Mayor Chuck McClanahan called the meeting to order at 6:00 p.m. The following members were present: Susan Hale, Council Member Precinct 1; Ruby Williams, Mayor Pro Tem/Council Member Precinct 2; John McClung, Council Member Precinct 3; and Don Denbow, Council Member Precinct 4.

Connie Standridge, City Manager; Kerri Anderson Donica, City Attorney; Virginia Richardson, City Secretary/Director of Finance; Robert Johnson, Police Chief; Donald McMullan, Fire Chief; Elizabeth Borstad, City Engineer; Pam Gibson, Human Resource Director; Sara Beth Wilson, Main Street Director; Bobby Perry, Landfill Superintendent; and other interested citizens were also present.

The invocation was given by the Alison Humann of The Cowboy Church of Corsicana.

Approval of Minutes

The motion was made by Ruby Williams, and seconded by John McClung, *to approve the minutes for the Work Session and Regular Meeting of July 25, 2016 and the Budget Work Session of August 1, 2016.* Motion passed, 5-0.

Public Forum

N/A

Public Hearings

- a. Receive public input regarding proposed amendments to Chapter 13, entitled *Municipal Fees*, of the City Code of Ordinances to provide revisions related to Health fees.

Item's A and B were both presented by Don Smirl with the Health Department.

- b. Receive public input regarding a proposed amendment to Chapter 6, entitled *Health and Sanitation*, Article 6.300, *Food Products Establishments*, to repeal Subarticle F, *Food Service Employees* in its entirety, of the City Code of Ordinances.

Ordinances

Ordinance 2892 (passed)

The motion was made by Don Denbow, and seconded by John McClung, that Ordinance 2892, amending Chapter 13, entitled Municipal Fees, of the City Code of Ordinances, while deleting the Food Service Employee language and fees from the schedule. The motion passed, 5-0, with the following roll call vote: For: Susan Hale, Ruby Williams, John McClung, Don Denbow and Mayor McClanahan. Against: none.

Ordinance 2893 (passed)

The motion was made by John McClung, and seconded by Susan Hale, that Ordinance 2893, amending Chapter 6, entitled Health and Sanitation, Article 6.300, Food Products Establishments, to repeal Subarticle F, Food Service Employees in its entirety, of the City Code of Ordinances. The motion passed, 5-0, with the following roll call vote: For: Ruby Williams, John McClung, Don Denbow, Susan Hale and Mayor McClanahan. Against: none.

Resolutions

Resolution 3895 (approved)

This item was presented by City Manager Connie Standridge.

The motion was made by Don Denbow, and seconded by Ruby Williams, that Resolution 3895, authorizing the process to begin establishing a tax rate for the 2017 budget year. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3895

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, AUTHORIZING THE PROCESS TO BEGIN ESTABLISHING A TAX RATE OF \$0.6272 FOR THE 2017 BUDGET YEAR, WHICH WILL RAISE MORE MONEY FOR PROPERTY TAXES, LESS MONEY FOR MAINTENANCE AND OPERATIONS AND WILL NOT INCREASE TAXES PAID BY A HOMEOWNER.

WHEREAS, in accordance with the provisions of the laws of the State of Texas, the City Council will conduct two public hearings for the purpose of considering an increase in the total tax revenues of the City of Corsicana from properties on the tax roll in the preceding year; and

WHEREAS, the considered tax rate will raise more money for property taxes than last year's tax rate due to an increase in the City's tax base; and

WHEREAS, the considered tax rate will raise less money for Maintenance and Operations than last year's tax rate, due to an increase in the debt service rate; and

WHEREAS, the current tax rate is \$0.6272 and the considered tax rate is \$0.6272, which will not increase taxes paid by a homeowner; and

WHEREAS, the tax assessor/collector has calculated the tax rates as follows:

Effective Tax Rate:	<u>\$0.622200</u>
Roll-Back Tax Rate:	<u>\$0.686700</u>
Maintenance and Operations (M&O) Tax Rate:	<u>\$0.439700</u>

Debt Service (I&S) Tax Rate: \$0.187500
Total Considered Tax Rate for Fiscal Year 2017: \$0.627200

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Corsicana, Texas authorizes the process to begin of establishing a tax rate of \$0.6272 for the 2017 budget year, which will raise more money for property taxes, less money for Maintenance and Operations, and will not increase taxes paid by a homeowner.

PASSED and APPROVED this the 8th day of **August, 2016** at a regular meeting of the City Council of the City of Corsicana, Texas, with the following record vote:

Chuck McClanahan, Mayor:	<u>Aye</u>
Ruby Williams, Council Member/Mayor Pro Tem:	<u>Aye</u>
Susan Hale, Council Member:	<u>Aye</u>
John McClung, Council Member:	<u>Aye</u>
Don Denbow, Council Member:	<u>Aye</u>

Resolution 3896 (approved)

This item was presented by City Manager Connie Standridge.

The motion was made by John McClung, and seconded by Susan Hale, that Resolution 3896, approving substitution/addition to the 10-year capital lease/purchase financing for a 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3896

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, APPROVING THE SUBSTITUTION/ADDITION OF A 2013 PETERBILT 337 TRUCK WITH MOUNTED WATER TANK AND ACCESSORIES FROM TEN-YEAR CAPITAL LEASE FINANCING FUNDS; NAMING AUTHORIZED OFFICERS; AND RELATED MATTERS.

WHEREAS, on February 5, 2016 the CITY OF CORSICANA, TEXAS ("*Lessee*") entered into lease/purchase number 1000141100, by and between Lessee and JPMorgan Chase Bank, N.A. ("*Lessor*"), subject to and incorporating the terms of that certain **CATERPILLAR D6 BULLDOZER AND ACCESSORIES LEASE/PURCHASE AGREEMENT** (the "*Master Lease*"), by and between Lessee and Lessor, to enable Lessee to finance the lease/purchase acquisition of up to \$550,000 principal amount for the purchase of a Caterpillar D6 Bulldozer and Accessories (as defined in Schedule A with the intent that the interest portion of the Rental Payments (as defined in the Master Lease) therefore, in an amount not to exceed 2.367% per annum, be excluded from gross income for federal income tax purposes and, as security for such Rental Payments, Lessee has agreed to grant a first lien security interest in the Caterpillar D6 Bulldozer and Accessories to Lessor, and to make payments, as set forth in Schedule A, sufficient to pay both the principal and interest portion of the Rental Payments under the Master Lease and Schedule A; and

WHEREAS, the cost of the **CATERPILLAR D6 BULLDOZER AND ACCESSORIES** was \$470,000; and

WHEREAS, the CITY OF CORSICANA, TEXAS ("*Lessee*") desires to amend the items to be purchased in the original Schedule A by and between Lessee and JPMorgan Chase Bank, N.A. ("*Lessor*"), subject to and incorporating the terms to include a **2013 PETERBILT 337 TRUCK WITH MOUNTED WATER TANK AND ACCESSORIES LEASE/PURCHASE AGREEMENT** (the "*Master Lease*"), by and between Lessee and Lessor, to enable Lessee to utilize the remaining financed lease/purchase funds for up to an \$80,000 (\$550,000 original amount financed less the cost of the Caterpillar D6 Bulldozer and Accessories of \$470,000) principal amount for the

purchase of a 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories (as noted in the attached amended list of items to be purchased, with the intent that the interest portion of the Rental Payments (as defined in the Master Lease) therefore, in an amount not to exceed 2.367% per annum, be excluded from gross income for federal income tax purposes and, as security for such Rental Payments, Lessee has agreed to grant a first lien security interest in the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories to Lessor, and to make payments, as set forth in Lease Schedule 1000141100, sufficient to pay both the principal and interest portion of the Rental Payments under the Master Lease and Schedule A; and

WHEREAS, the amended list of items to be purchased has been presented at this meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS AS FOLLOWS:

Section 1. The City Council agrees to allow the substitution/addition of the amended list of items to be purchased in order to finance acquisition of the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories in a principal amount of up to \$80,000 (\$550,000 original amount financed less the cost of the Caterpillar D6 Bulldozer and Accessories of \$470,000) at an interest rate not to exceed 2.367% per annum and, in order to secure the Master Lease and Schedule A, to grant a first lien security interest in the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories, in accordance with said amended list of items to be purchased.

Section 2. That any one or more of the authorized Officers of Lessee listed in Section 3 below be, and each of them hereby is, authorized to execute, acknowledge and deliver in the name and on behalf of Lessee to Lessor the amended list of items to be purchased to be in substantially the form presented to this meeting with such changes as the signing officer shall determine to be advisable. Further, said Authorized Officers are authorized to execute, acknowledge and deliver in the name and on behalf of Lessee any other agreement, instrument, certificate, representation and document, and to take any other action as may be advisable, convenient or necessary to enter into such Master Lease and Schedule A; the execution thereof by any such Authorized Officer shall be conclusive as to such determination.

Section 3. That for the purpose of this resolution, the following persons, or the persons holding the following positions, are "*Authorized Officer*" duly authorized to enter into the transaction contemplated by this resolution in the name and on behalf of Lessee:

<i>Title</i>	<i>Name</i>
City Manager	Connie Standridge
Director of Finance/City Secretary	Virginia Richardson

Section 4. That there is hereby authorized the continuing execution and delivery by the Authorized Officers or any one of them in the name of and on behalf of Lessee the Schedule A and Attachments in substantially the form presented to this meeting with such changes as the signing officer shall determine advisable, and the execution thereof shall be conclusive as to such determination.

Section 5. The Lease of the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories which is described in or incorporated by reference in the amended list of items to be purchased to the Agreement is hereby approved by the City Council of the City of Corsicana, Texas. The Authorized Officers shall be authorized to make replacements or otherwise substitute other similar equipment for any of the items so described or incorporated if necessary due to inability of the Vendor to deliver the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories, so long as such substitution does not frustrate the purpose of Lessee for which the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories is being leased or result in an increase in the amount required to be paid by Lessee for the 2013 Peterbilt 337 Truck with Mounted Water Tank and Accessories, as provided in Section 1 hereof.

Section 6. That this Resolution shall take effect immediately.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas, this 8th day of August, 2016.

Resolution 3897 (approved)

This item was presented by Sara Beth Wilson, Main Street Director.

The motion was made by Ruby Williams, and seconded by John McClung, that Resolution 3897, approving an agreement between the City of Corsicana and Jamie Wyatt for a property tax abatement in the Corsicana Downtown Revitalization District, and authorizing execution by the Mayor, and providing for an effective date. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3897

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN AGREEMENT BY AND BETWEEN THE CITY OF CORSICANA, TEXAS AND JAMIE WYATT FOR A PROPERTY TAX ABATEMENT IN THE CORSICANA DOWNTOWN REVITALIZATION DISTRICT, AND AUTHORIZING ITS EXECUTION BY THE MAYOR; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented a proposed tax abatement agreement between the City of Corsicana, Texas and **JAMIE WYATT** providing for a property tax abatement for certain improvements, a copy of which is attached hereto and incorporated herein by reference (hereinafter called "AGREEMENT"); and

WHEREAS, upon full review and consideration of the AGREEMENT, and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the Mayor shall be authorized to execute it on behalf of the City of Corsicana;

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

Section 1. The terms and conditions of the proposed AGREEMENT, having been reviewed by the City Council of the City of Corsicana and found to be acceptable and in the best interests of the City of Corsicana and its citizens, are hereby in all things approved.

Section 2. The Mayor is hereby authorized to execute the AGREEMENT and all other documents in connection therewith on behalf of the City of Corsicana, substantially according to the terms and conditions set forth in the AGREEMENT.

Section 3. That this approval and execution of the AGREEMENT on behalf of the City is not conditional upon approval and execution of any other tax abatement agreement by any other taxing entity.

Section 4. This Resolution shall become effective from and after its passage.

PASSED and APPROVED on this the 8th day of August, 2016.

Resolution 3898 (approved)

This item was presented by Elizabeth Borstad, City Engineer.

The motion was made by Ruby Williams, and seconded by Susan Hale, that Resolution 3898, accepting a donation of property from Ronald Watkins. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3898

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, ACCEPTING THE DONATION OF CERTAIN PROPERTY.

WHEREAS, Ronald Watkins currently owns property in Corsicana, Texas; and

WHEREAS, Ronald Watkins has offered to donate property to the City of Corsicana; and

WHEREAS, the property offered as a donation is 1.123 acres; and

WHEREAS, the property offered as a donation is described as all that certain lot, tract or parcel of land situated in the City of Corsicana, Navarro County, Texas, and being all of Blocks 1236 - 1246, also referred to by Property ID No. 27900 in the records of Navarro Central Appraisal District; and

WHEREAS, the City of Corsicana desires to accept the donation of the property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, that the City of Corsicana hereby accepts the donation of property from Ronald Watkins.

PASSED and **APPROVED** by majority vote of the City Council of the City of Corsicana, Texas, this **8th** day of **August, 2016**.

Resolution 3899 (approved)

This item was presented by Donald McMullan, Fire Chief.

The motion was made by John McClung, and seconded by Don Denbow, that Resolution 3899, adopting a Corsicana Fire Department Emergency Medical Services Compliance Plan. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3899

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, ADOPTING THE CORSICANA FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES COMPLIANCE PLAN.

WHEREAS, the Corsicana Fire Department Emergency Medical Services has a current Compliance Plan in place in the department; and

WHEREAS, the Corsicana Fire Department Emergency Medical Service provides ambulance service to Medicaid patients; and

WHEREAS, the 2016 re-enrollment with Medicaid requires the Emergency Medical Services to have a Compliance Plan in order to be paid for ambulance services provided and filed for Medicaid patients.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, THAT a Corsicana Fire Department Emergency Medical Services Compliance Plan be adopted.

PASSED and **APPROVED** by majority vote of the City Council of the City of Corsicana, Texas, this **8th** day of **August, 2016**.

Resolution 3900 (approved)

This item was presented by Elizabeth Borstad, City Engineer.

The motion was made by John McClung, and seconded by Ruby Williams, that Resolution 3900, designating the Mayor, City Manager and Finance Director as authorized signatories for the Texas Community Development Block Grant Contract No. 7215172, Main Street Program to provide sidewalks and streetlights. The motion passed, 5-0. Against: none.

RESOLUTION NO. 3900

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CORSICANA, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG) CONTRACT NUMBER 7215172.

WHEREAS, the City of Corsicana has received a 2015 Texas Community Development Block Grant award under the Main Street Program to provide sidewalks and streetlights, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the *TxCDBG Depository/Authorized Signatories Designation Form* is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Corsicana, Texas acknowledges that in the event an authorized signatory of the City changes, the City must provide TxCDBG with the following:

- A resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and,
- A revised *TxCDBG Depository/Authorized Signatories Designation Form*

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, AS FOLLOWS:

The Mayor and the City Manager be authorized to execute contractual documents between the Texas Department of Agriculture and the City for the 2015 Main Street Program.

The City Manager and the Finance Director be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the 2015 Main Street Program.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas, this 8th day of **August, 2016**.

Appointments:

N/A

Reports/Miscellaneous Announcements:

- a. Presentation of Quarterly Report from the Corsicana Convention and Visitors Bureau by Sara Beth Wilson, on behalf of the CCVB.

b. Mayor/Council

The following are mandatory announcements:

Public Hearing Dates for Property Tax Rate and Budget:

- 1st Public Hearing on Property Tax Rate – Monday, August 22, 2016
- 2nd Public Hearing on Property Tax Rate – Monday, September 12, 2016
- Public Hearing on Budget – Monday, September 12, 2016
- Vote on Property Tax Rate and Adoption of the 2017 Budget – Monday September 26, 2016

Back to School Rally at IOOF Event Center - August 12, 2016 9:00 a.m. – 12:00 p.m.

Adjournment

There being no further business, the Mayor declared the meeting adjourned at 6:26 p.m.

**Attested This, the 22nd day
of August 2016**

**Attested This, the 22nd day
of August 2016**

Finance Director/City Secretary

Mayor

ITEM NO. 5

Date: August 22, 2016

Subject: Public Forum

5. Comments: PUBLIC FORUM

- a. Presentation to Elena Diaz in appreciation for her service as a City of Corsicana Lifeguard.
- b. Receive comments from public, if any.

Recommendation: No action required.

ITEM NO. 6

Date: August 22, 2016

Subject: **Public Hearings**

Comments:

- a. Receive public input regarding authorizing participation in the Texas Enterprise Zone for Polyguard Products, Inc.
- b. Receive public input regarding proposed amendments to Chapter 10, entitled *Traffic Control*, to add Section (b)(7) to Article 10.900, *One-Way Streets and Alleys*, of the City Code of Ordinances.
- c. Receive public input regarding the request for a specific use permit for communication tower use for Block 242, Lots 23 and 24, also known as 101 North Beaton Street.
- d. Receive public input regarding the request for a zoning change from Agricultural (A) to Commercial (C) for the purpose of constructing a billboard for Block 1410, Lot 3, located on South Interstate Highway 45.
- e. Receive public input regarding the request for a specific use permit for the purpose of operating an auto storage facility for Block 1317-1320, also known as 200 Hamilton Road.
- f. Receive public input regarding the request for a specific use permit for a telecommunication tower for emergency communication services for Block 315, all Lots, also known as 200 North 12th Street.
- g. Receive public input regarding the 2016 Tax Year Property Tax Rate for Fiscal Year 2017.

Recommendation: N/A

ITEM NO. 7A

Date: August 22, 2016

Subject: **Participation in the Texas Enterprise Zone for Polyguard Products, Inc.**

Comments: Pursuant to SB1205 passed during the regular session of the 71st Legislature, designation of an enterprise zone automatically designates a reinvestment zone for purposes of tax abatement after August 28, 1989. The reinvestment zone is effective for the life of the enterprise zone. The establishment of an enterprise zone and reinvestment zone does not create a mandate that ad valorem tax abatement must be offered to any party. Before a taxing entity may create a reinvestment zone, the taxing entity must first officially adopt "guidelines and criteria" that set the terms and conditions to guide tax abatement agreements. The guidelines and criteria must be readopted every two years, in accordance with Chapter 312.002(c), Texas Tax Code.

Polyguard Products, Inc. has applied to the City for designation as an enterprise project. The proposed Ordinance nominates Polyguard for enterprise zone status.

Recommendation: Approve Ordinance authorizing the City's participation in the Texas Enterprise Zone Program and nominating Polyguard Products, Inc. as an Enterprise Project.

MOTION:

I MOVE TO APPROVE/DENY AUTHORIZING PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM AND NOMINATING POLYGUARD PRODUCTS, INC. AS AN ENTERPRISE PROJECT.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, AUTHORIZING THE CITY'S PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE (ACT), PROVIDING TAX INCENTIVES, DESIGNATING A LIAISON FOR COMMUNICATION WITH INTERESTED PARTIES, AND NOMINATING POLYGUARD PRODUCTS, INC. TO THE OFFICE OF THE GOVERNOR ECONOMIC DEVELOPMENT AND TOURISM (EDT) THROUGH THE ECONOMIC DEVELOPMENT BANK (BANK) AS AN ENTERPRISE PROJECT (PROJECT).

WHEREAS, the City Council of the City of Corsicana, Texas (City) desires to create the proper economic and social environment to induce the investment of private resources in productive business enterprises located in severely distressed areas of the city and to provide employment to residents of such area; and

WHEREAS, the project or activity is located in an area designated as an enterprise zone; and

WHEREAS, pursuant to Chapter 2303, Subchapter F of the Act, **Polyguard Products, Inc.** has applied to the City for designation as an enterprise project; and

WHEREAS, the City finds that **Polyguard Products, Inc.** meets the criteria for tax relief and other incentives adopted by the City on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability; and

WHEREAS, a public hearing to consider this ordinance was held by the City Council on **August 22, 2016.**

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

- Section 1: The City nominates **Polyguard Products, Inc.** for enterprise project status.
- Section 2: The following local incentives, at the election of the governing body, are or will be made available to the nominated project or activity of the qualified business:
- a) The City may abate taxes on the increase in value of real property improvements and eligible personal property that locate in a designated enterprise zone. The level of abatement shall be based upon the extent to which the business receiving the abatement creates jobs for qualified employees, in accordance with the City of Corsicana Tax Abatement Policy, and with qualified employee being defined by the Act.
 - b) The City may provide regulatory relief to businesses, including:
 - 1) zoning changes or variances;
 - 2) exemptions from unnecessary building code requirements, impact fees, or inspection fees; or

- 3) streamlined permitting.
- c) The City may provide enhanced municipal services to businesses, including:
 - 1) improved police and fire protection;
 - 2) institution of community crime prevention programs; or
 - 3) special public transportation routes or reduced fares.
- d) The City may provide improvements in community facilities, including:
 - 1) capital improvements in water and sewer facilities;
 - 2) road repair; or
 - 3) creation or improvement of parks.
- e) The City may provide improvements to housing, including:
 - 1) low-interest loans for housing rehabilitation, improvement, or new construction; or
 - 2) transfer of abandoned housing to individuals or community groups.
- f) The City may provide business and industrial development services, including:
 - 1) low-interest loans for business;
 - 2) use of surplus school buildings or other underutilized publicly owned facilities as small business incubators;
 - 3) provision of publicly owned land for development purposes, including residential, commercial, or industrial development;
 - 4) creation of special one-stop permitting and problem resolution centers or ombudsmen; or
 - 5) promotion and marketing services.
- g) The City may provide job training and employment services to businesses, including:
 - 1) retraining programs;
 - 2) literacy and employment skills programs;
 - 3) vocational education; or
 - 4) customized job training.

Section 3: The enterprise zone areas within the City are reinvestment zones in accordance with the Texas Tax Code, Chapter 312.

Section 4: The City of Corsicana City Council directs and designates its **City Manager** as the City's liaison to communicate and negotiate with the EDT through the Bank and enterprise project(s) and to oversee zone activities and communications with qualified businesses and other entities in an enterprise zone or affected by an enterprise project.

Section 5: The City finds that **Polyguard Products, Inc.** meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

- a) **Polyguard Products, Inc.** is a "qualified business" under Section 2303.402 of the Act since it will be engaged in the active conduct of a

trade or business at a qualified business site located in an enterprise zone in the governing body's jurisdiction and at least twenty-five percent (25%) of the business' new employees will be residents of an Enterprise Zone or economically disadvantaged individuals; and

- b) There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities in the area; and
- c) The designation of **Polyguard Products, Inc.** as an enterprise project will contribute significantly to the achievement of the plans of the City for development and revitalization of the area.

Section 6: The enterprise project shall take effect on the date of designation of the enterprise project by EDT and terminate on **September 1, 2021** (*not less than one year, or more than five (5) years after the date of designation*).

Section 7: This ordinance shall take effect from and after its passage as the law and charter in such case provides.

PASSED AND APPROVED this 22nd day of **August, 2016**.

Chuck McClanahan, Mayor

Attest:

Virginia Richardson, City Secretary

Approved as to form:

Kerri Anderson Donica, City Attorney

ITEM NO. 7B

Date: August 22, 2016

Subject: Consider amending Chapter 10, *Traffic Control* to add Section (b)(7) to Article 10.900, *One-Way Streets and Alleys*

Comments: The Corsicana Independent School District has requested that Beverly Drive be officially changed to be a one-way street north from the intersection at North 24th Street to Bowie Drive on school days between the hours of 7:00 a.m. and 4:00 p.m. The proposed change would be the addition of (b)(7) to Chapter 10, *Traffic Control*, Article 10.900, *One-Way Streets and Alleys* and is highlighted below:

CHAPTER 10 – TRAFFIC CONTROL

ARTICLE 10.900 – ONE-WAY STREETS AND ALLEYS

- (a) The City Council may designate one-way streets and alleys and establish the hours during which the designation shall be effective. A person commits an offense if he operates a vehicle on a one-way street in a direction other than the direction indicated by the one-way sign during hours in which the one-way regulation is in effect as indicated on the sign.
- (b) The operation of a vehicle shall move only in the direction indicated, when signs indicating the direction of traffic are erected at each intersection upon the following streets or portions of streets:
 - (1) Lexington Drive shall be a one-way street going west from its intersection with North 24th Street to Bowie Drive on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (2) West 6th Avenue shall be a one-way street going west from its intersection with North 18th Street to its intersection with North 20th Street on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (3) North 18th Street shall be a one-way street going south from its intersection with West 5th Avenue to its intersection with West 6th Avenue on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (4) West 5th Avenue shall be a one-way street going west from its intersection with North 21st Street to its intersection with North 21½ Street on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (5) The frontage road on the west side of Interstate Highway 45 south of US Highway 287 shall be a one-way street going south from its intersection at US Highway 287 to the intersection with Business 45.

(6) The frontage road on the east side of Interstate Highway 45 south of US Highway 287 shall be a one-way street going north from its intersection with Depot Drive to the intersection of US Highway 287.

(7) *Beverly Drive shall be a one-way street north from the intersection at North 24th Street to Bowie Drive on school days between the hours of 7:00 a.m. and 4:00 p.m.*

Recommendation: Consider the request.

MOTION:

I MOVE TO APPROVE/DENY AMENDING CHAPTER 10 OF THE CITY CODE OF ORDINANCES TO ADD BEVERLY DRIVE AS A ONE-WAY STREET ON SCHOOL DAYS.



Dr. Diane Frost

Superintendent

Corsicana Independent School District
2200 W. 4th Street
Corsicana, TX 75110
(903) 602-8132

August 18, 2016

Connie Standridge
City Manager
City of Corsicana
200 North 12th Street
Corsicana, TX 75110

RE: Temporary Consideration of ONE WAY Street Designation on W. Beverly Dr. during school hours

Dear Ms. Standridge:

While the City is conducting reconstruction on 24th Street, Corsicana ISD requests that the City consider making W. Beverly Drive in front of Bowie Elementary School (from Lexington Drive to Bowie Drive), a one way street during school hours from 7am-4pm.

By doing this, we feel it would aid in traffic flow during school hours including bus traffic on narrow residential streets. As you know, school traffic in this neighborhood is a challenge under normal circumstances. The street construction forces traffic to take alternative routes creating additional challenges for our parents and community.

From a community and student safety standpoint, we ask that you please consider this measure to keep traffic flowing in one direction around the campus.

Thank you for your consideration.

Sincerely,

Dr. Diane Frost
Superintendent

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
CORSICANA, TEXAS, AMENDING CHAPTER 10, *TRAFFIC
CONTROL*, TO ADD SECTION (b)(7) TO ARTICLE 10.900 – *ONE-
WAY STREETS AND ALLEYS*.**

WHEREAS, in accordance with the provisions of ARTICLE 10.200 – POWERS AND DUTIES OF THE CITY MANAGER it has been determined that the one-way operation of Beverly Drive from North 24th Street to Bowie Drive during school hours is in the best interest of the motoring public, and

WHEREAS, the Corsicana Independent School District has requested the one-way operation to facilitate school traffic while North 24th Street is being reconstructed.

NOW, THEREFORE BE IT ORDAINED, by the City Council of the City of Corsicana, Texas, that Article 10.900 (b) of Chapter 10, of the City Code of Ordinances be amended to include Section (7) (new text is shown in italics for clarity):

CHAPTER 10 – TRAFFIC CONTROL

ARTICLE 10.900 – ONE-WAY STREETS AND ALLEYS

- (a) The City Council may designate one-way streets and alleys and establish the hours during which the designation shall be effective. A person commits an offense if he operates a vehicle on a one-way street in a direction other than the direction indicated by the one-way sign during hours in which the one-way regulation is in effect as indicated on the sign.
- (b) The operation of a vehicle shall move only in the direction indicated, when signs indicating the direction of traffic are erected at each intersection upon the following streets or portions of streets:
 - (1) Lexington Drive shall be a one-way street going west from its intersection with North 24th Street to Bowie Drive on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (2) West 6th Avenue shall be a one-way street going west from its intersection with North 18th Street to its intersection with North 20th Street on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (3) North 18th Street shall be a one-way street going south from its intersection with West 5th Avenue to its intersection with West 6th Avenue on school days between the hours of 7:00 a.m. and 4:00 p.m.
 - (4) West 5th Avenue shall be a one-way street going west from its intersection with North 21st Street to its intersection with North 21½ Street on school days between the hours of 7:00 a.m. and 4:00 p.m.

- (5) The frontage road on the west side of Interstate Highway 45 south of US Highway 287 shall be a one-way street going south from its intersection at US Highway 287 to the intersection with Business 45.
- (6) The frontage road on the east side of Interstate Highway 45 south of US Highway 287 shall be a one-way street going north from its intersection with Depot Drive to the intersection of US Highway 287.
- (7) *Beverly Drive shall be a one-way street north from the intersection at North 24th Street to Bowie Drive on school days between the hours of 7:00 a.m. and 4:00 p.m.*

PASSED, APPROVED and ADOPTED this the **22nd** day of **August, 2016**.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 7C

Date: August 22, 2016

Subject: Consider a request for a specific use permit for communication tower use for Block 242, Lots 23 & 24, also known as 101 North Beaton Street
Owner: Crown Castle (owner of rooftop perpetual easement)
Applicant: Haley Peck, representative of Crown Castle

Comments: This property is located on the northeast corner of Collin Street and Beaton Street and the zoning is Central Area (CA). Crown Castle owns the easement on the rooftop of the building (commonly referred to as the Chase Bank building).

The applicant has requested the SUP in order to modify the existing Sprint cell site. The modification includes the removal of 3 existing antennas, the installation of 9 new antennas, and the removal and/or replacement of other minor equipment. In addition, the SUP is being requested in order to remove the legal nonconforming status from the two existing cell sites (Sprint and MetroPCS/T-Mobile).

In addition to the Specific Use Permit, this request required approval from the Landmark Commission due to the site's location within in the Historic Overlay District. The Landmark Commission approved the request on February 9, 2016 with the following requirements:

- The roof mounted antennas shall be concealed behind a screening wall that mimics the building materials of the penthouse.
- The side mounted antennas are required to be screened from view behind boxes made from the same screening materials.
- The existing metal structure used to house mechanical equipment is required to be painted to match the color of the existing building materials.
- All non-functioning antennas shall be removed.

Attached are exhibits showing the renderings of the proposed screening devices.

The request will also require approval of a building permit application. Engineered plans for the proposed Sprint site upgrade have been submitted. In addition, a structural assessment for the project was submitted. The building permit process will commence if the SUP is approved by City Council.

The Future Land Use Plan designates the area as Historic Mixed Commercial. This is a mixed-use designation that describes the diversity of land uses found within the historic core of Corsicana (bounded by 2nd Avenue, 15th Street, 7th Avenue and Business 75). Much of the land area of this district is already built out with buildings that are historically significant. The density permitted in this district is a function of permitted building height and lot coverage appropriate for a City Center. In addition a wide range of commercial and residential uses are permitted that can be vertically and/or horizontally mixed within the same lot and/or architectural envelope.

Notification letters were sent to the 32 surrounding property owners within 200 feet for the July Planning and Zoning meeting. Zero approvals and two (2) protests have been returned. Notice letters were also sent to the surrounding property owners for the March, April & June P&Z meetings. All of the responses received from each round of notices have been counted. See the attached exhibit that outlines all of the responses received. Please note that some of the property owners responding own more than one parcel within 200 feet of the subject property.

Based on a discussion during the Planning and Zoning Commission meeting, the following stipulations have been included in the Ordinance for the SUP:

- Staff will review the SUP application annually
- The SUP applies to the proposed project to remove three existing Sprint antennas and to install nine new Sprint antennas and also applies to the existing Metro PCS/T-Mobile antennas. (This means that the future addition or major modification of the existing cell sites would require the approval of an additional SUP.)

Recommendation: Consider the request.

MOTION:

I MOVE TO APPROVE/DENY THE REQUEST FOR A SPECIFIC USE PERMIT FOR COMMUNICATION TOWER USE AT 101 NORTH BEATON STREET.

Renderings of Proposed Screening Devices



STEALTH
FIRST IN CONCEALMENT™

800.755.0689

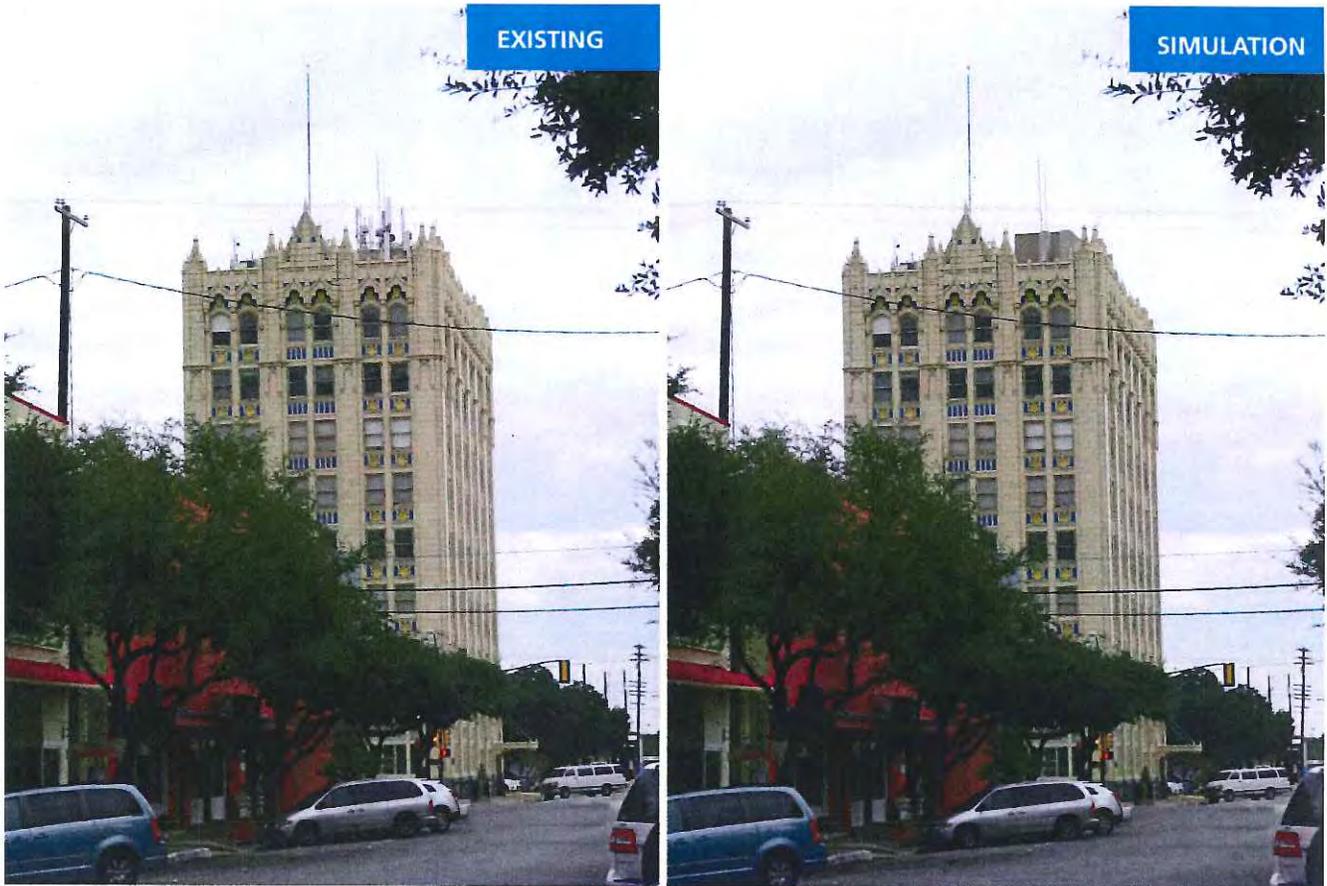
stealthconcealment.com

Chase Bank Corsicana - A2
CC15-01648H-00

Simulation is an approximate representation
of our proposed concealment solution.
Actual concealment(s) may vary.

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Renderings of Proposed Screening Devices



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Chase Bank Corsicana - C4
CC15-01648H-00

Simulation is an approximate representation
of our proposed concealment solution.
Actual concealment(s) may vary.

Renderings of Proposed Screening Devices

EXISTING

SIMULATION



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Chase Bank Corsicana - B3
CC15-01648H-00

Simulation is an approximate representation
of our proposed concealment solution.
Actual concealment(s) may vary.

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Renderings of Proposed Screening Devices



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Chase Bank Corsicana - A2
CC15-01648H-00

Simulation is an approximate representation
of our proposed concealment solution.
Actual concealment(s) may vary.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORSICANA, TEXAS, AMENDING AND CHANGING THE OFFICIAL MAP OF THE CITY OF CORSICANA, TEXAS AS DESCRIBED IN CHAPTER 12, ARTICLE 12.100, SECTION 3-100 OF THE ZONING ORDINANCE OF THE CITY OF CORSICANA TO CHANGE THE ZONING CLASSIFICATION OF CERTAIN PROPERTY TO INCLUDE A SPECIFIC USE PERMIT FOR COMMUNICATION TOWER USE.

WHEREAS, the Planning and Zoning Commission recommends that the hereinafter property be granted a Specific Use Permit for a communication tower site in a Central Area (CA) District.

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

That the Zoning Map of the City of Corsicana shall be amended and changed to include a Specific Use Permit for a communication tower site within the limits of Central Area (CA) District on the following described property:

Block 242, Lots 23 & 24
according to the official map of the City of Corsicana, Texas;
also known and described as 101 North Beaton Street;

and the above-described property shall hereinafter be subject to the regulations as provided for said District in the City Zoning Ordinance and be subject to the stipulations established in the Certificate of Appropriateness approved by the Landmark Commission. Furthermore, the specific use permit shall apply only to the proposed removal of three existing Sprint antennas and the installation of nine new Sprint antennas and shall apply to the existing Metro PCS/T-Mobile antennas and equipment. The specific use permit shall be reviewed annually for compliance by City staff.

PASSED, APPROVED AND ADOPTED this 22nd day of August, 2016.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 7D

Date: August 22, 2016

Subject: Consider a request for a zoning change from Agricultural (A) to Commercial (C) for the purpose of constructing a billboard for Block 1410, Lot 3, located on South Interstate Highway 45.
Owner: Peggy Jo Milstead Risch
Applicant: Larry Elmore

Comments: This property is located on the southbound side of South Interstate Highway 45 about 2,000 feet south of the Stewart Toyota facility. The current zoning of the property is Agricultural (A).

The applicant is requesting a zoning change to Commercial (C) in order to construct a billboard on the property. The Zoning Ordinance does not allow for advertising signs to be located in Agricultural (A) zoning districts.

The Sign Ordinance restricts billboards to being located within 1,000 feet from the Interstate 45 right-of-way. Also, billboards may not be located within 500 feet of a residence. The proposed location of the billboard meets both of these requirements.

The Future Land Use Plan designates the area as Approach-Way Mixed Use. This is a mixed use designation that describes the diversity of uses found along major arterials leading into the city. Mixed commercial use found in this district includes diverse service uses (e.g. vehicular service center, insurance offices, etc.), retail, light industrial, manufacturing, warehouse, hotel/motel, outdoor storage, and office. In addition, some vestige of the original single-family use remains as well as the occasional injection of new multi-family development. Future development in the Approach-Way District should be limited to commercial uses exclusively.

Notification letters were sent to the two (2) surrounding property owners within 200 feet. No responses have been returned.

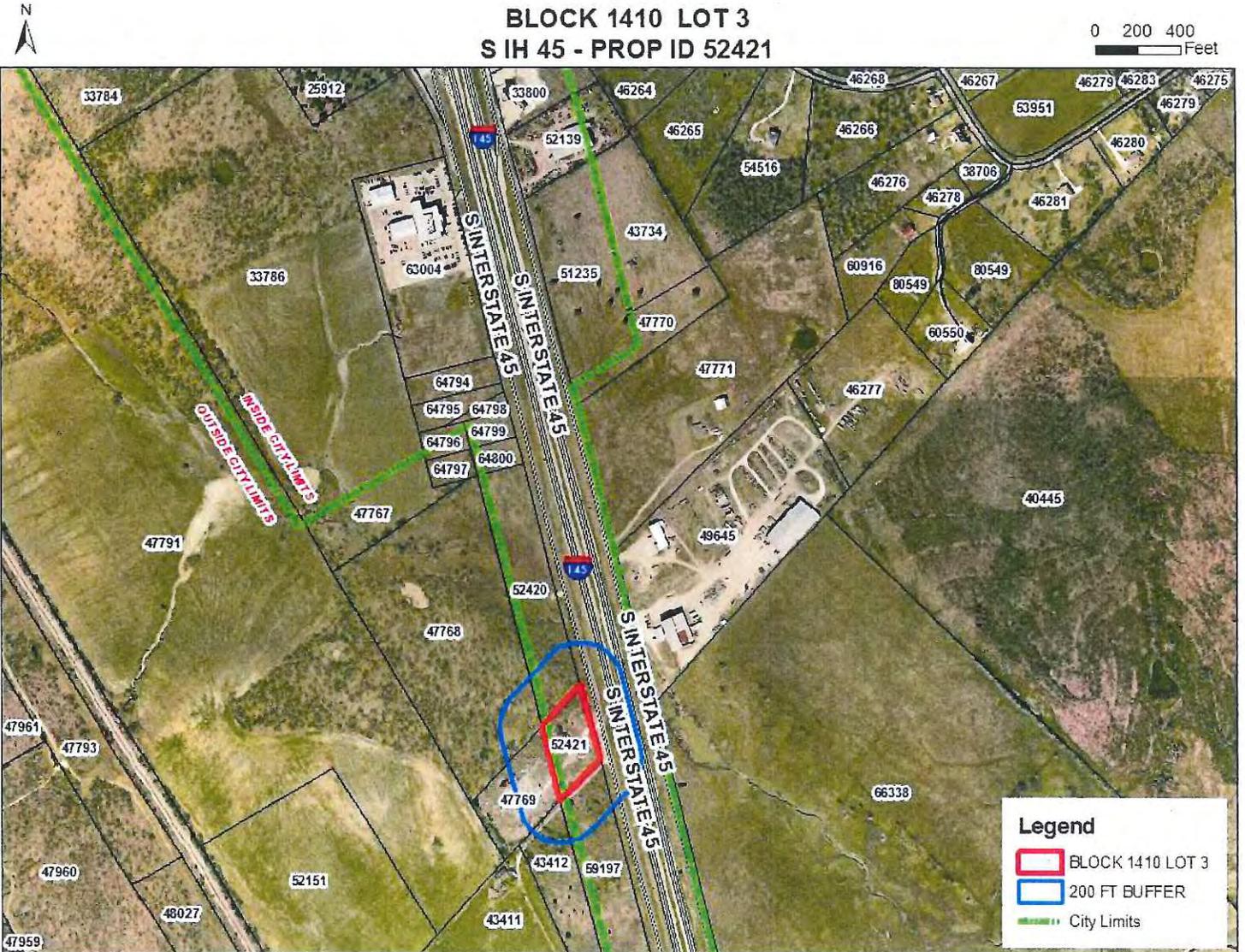
Recommendation: Consider the request.

MOTION:

I MOVE TO APPROVE/DENY THE REQUEST FOR A ZONING CHANGE FOR BLOCK 1410, LOT 3 FOR THE PURPOSE OF CONSTRUCTING A BILLBOARD.

**BLOCK 1410 LOT 3
S IH 45 - PROP ID 52421**

0 200 400
Feet



ORDINANCE NO. _____

AN ORDINANCE AMENDING AND CHANGING THE OFFICIAL MAP OF THE CITY OF CORSICANA, TEXAS AS DESCRIBED IN CHAPTER 12, ARTICLE 12.100, SECTION 3-100 OF THE ZONING ORDINANCE OF THE CITY OF CORSICANA TO CHANGE THE ZONING CLASSIFICATION OF CERTAIN PROPERTY FROM AGRICULTURAL (A) TO COMMERCIAL (C).

WHEREAS, the Planning and Zoning Commission recommends that the zoning of the hereinafter property be changed from Agricultural (A) to Commercial (C) District.

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

That the Zoning Map of the City of Corsicana shall be amended and changed to include within the limits of Commercial (C) District the following described property:

Block 1410, Lot 3
according to the official map of the
City of Corsicana, Texas;
located on South Interstate Highway 45
also known as Property ID 52421

and the above-described property shall hereinafter be subject to the regulations as provided for Commercial Districts in the City Zoning Ordinance.

PASSED, APPROVED AND ADOPTED this 22nd day of **August, 2016**.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 7E

Date: August 22, 2016

Subject: Consider a request for a specific use permit for the purpose of operating an auto storage facility for Block 1317 – 1320, also known as 200 Hamilton Road.
Owner: Carmack Watkins
Applicant: Bryan Harris, ABC Towing & Recovery

Comments: This property is located on 200 Hamilton Road which is located to the east of South Business 45 and to the north of South Interstate Highway 45. The current zoning of the property is Light Industrial (I-1). The applicant is requesting a Specific Use Permit in order to operate an auto storage facility at this location.

An auto storage facility is defined in the Zoning Ordinance as an area or structure where automobiles are stored for a period of more than thirty (30) days as the result of a wrecking or tow call and/or vehicle maintenance or repair. Auto storage facilities are allowed in Light Industrial (I-1) and Heavy Industrial (I-2) by Specific Use Permit only. They are not allowed in any other zoning districts.

The following fencing requirements have been established for auto storage facilities: All outdoor storage shall be conducted entirely within a solid fence at least eight (8) feet in height with lockable gates. Junk or salvage materials shall not be piled against the exterior of the fence. Junk or salvage materials shall not be stacked higher than the height of the fence, unless otherwise totally screened. Screening shall be provided around the perimeter of the containment or storage area. All wall or fence openings shall be equipped with gates equal in height and screening characteristics to the wall or fence.

The same applicant submitted a request for a Zoning Change and Specific Use Permit for an auto storage facility for 3101 South Interstate Highway 45. The request was denied by the Planning and Zoning Commission and by the City Council in June of this year due to concerns of spot zoning and the high visibility of the site on a main thoroughfare.

The Future Land Use Plan designates the area as Approach-Way Mixed Use. This is a mixed use designation that describes the diversity of uses found along major arterials leading into the city. Mixed commercial use found in this district includes diverse service uses (e.g. vehicular service center, insurance offices, etc.), retail, light industrial, manufacturing, warehouse, hotel/motel, outdoor storage, and office. In addition, some vestige of the original single-family use remains as well as the occasional injection of new multi-family development. Future development in the Approach-Way District should be limited to commercial uses exclusively.

Notification letters were sent to the four (4) surrounding property owners within 200 feet. No responses have been returned.

Recommendation: Consider the request.

MOTION:

I MOVE TO APPROVE/DENY A REQUEST FOR A SPECIFIC USE PERMIT FOR AN AUTO STORAGE FACILITY AT 200 HAMILTON ROAD.

ORDINANCE NO. _____

AN ORDINANCE AMENDING AND CHANGING THE OFFICIAL MAP OF THE CITY OF CORSICANA, TEXAS AS DESCRIBED IN CHAPTER 12, ARTICLE 12.100, SECTION 3-100 OF THE ZONING ORDINANCE OF THE CITY OF CORSICANA TO CHANGE THE ZONING CLASSIFICATION OF CERTAIN PROPERTY TO INCLUDE A SPECIFIC USE PERMIT FOR AN AUTO STORAGE YARD.

WHEREAS, the Planning and Zoning Commission recommends that the hereinafter property be granted a Specific Use Permit for an auto storage yard in a Light Industrial (I-1) District.

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

That the Zoning Map of the City of Corsicana shall be amended and changed to include within the limits of the Light Industrial (I-1) District a Specific Use Permit for an auto storage yard on the following described property:

Block 1317-1320
according to the official map of the City of Corsicana, Texas;
also known and described as 200 Hamilton Road,
also known and described as Property ID 53632;

and the above-described property shall hereinafter be subject to the regulations as provided for said District in the City Zoning Ordinance.

PASSED, APPROVED AND ADOPTED this 22nd day of **August, 2016**.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 7F

Date: August 22, 2016

Subject: Consider a request for a specific use permit for a telecommunication tower for emergency communication services for Block 315, all Lots; also known as 200 North 12th Street.

Owner/Applicant: City of Corsicana

Comments: This property is the location of the City Government Center and the current zoning is Commercial (C).

The City of Corsicana is requesting the Specific Use Permit for a telecommunication tower to be used for emergency communication purposes. The North Central Texas Council of Governments, as part of its 9-1-1 Services Program, would install and maintain the proposed tower. The proposed tower is a self-supporting structure of 180 feet in height that will be located in the parking lot on the northwest corner of the block. See attached diagrams for details.

The Future Land Use Plan designates the area as Historic Mixed Commercial. This is a mixed-use designation that describes the diversity of land uses found within the historic core of Corsicana (bounded by 2nd Avenue, 15th Street, 7th Avenue and Business 75). Much of the land area of this district is already built out with buildings that are historically significant. The density permitted in this district is a function of permitted building height and lot coverage appropriate for a City Center. In addition, a wide range of commercial and residential uses are permitted that can be vertically and/or horizontally mixed within the same lot and/or architectural envelope.

Notification letters were sent to the twelve (12) surrounding property owners within 200 feet. Two (2) approvals and zero (0) protests were returned.

Recommendation: Consider the request.

MOTION:

I MOVE TO APPROVE/DENY THE REQUEST FOR A SPECIFIC USE PERMIT FOR A TELECOMMUNICATION TOWER AT 200 NORTH 12TH STREET.

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
CORSICANA, TEXAS, AMENDING AND CHANGING THE
OFFICIAL MAP OF THE CITY OF CORSICANA, TEXAS AS
DESCRIBED IN CHAPTER 12, ARTICLE 12.100, SECTION 3-100
OF THE ZONING ORDINANCE OF THE CITY OF CORSICANA
TO CHANGE THE ZONING CLASSIFICATION OF CERTAIN
PROPERTY TO INCLUDE A SPECIFIC USE PERMIT FOR
COMMUNICATION TOWER USE.**

WHEREAS, the Planning and Zoning Commission recommends that the hereinafter property be granted a Specific Use Permit for a communication tower site in a Commercial (C) District.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
CORSICANA, TEXAS:**

That the Zoning Map of the City of Corsicana shall be amended and changed to include a Specific Use Permit for a communication tower site within the limits of Commercial (C) District on the following described property:

Block 315, Lots all
according to the official map of the City of Corsicana, Texas;
also known and described as 200 North 12th Street;

and the above-described property shall hereinafter be subject to the regulations as provided for said District in the City Zoning Ordinance.

PASSED, APPROVED AND ADOPTED this 22nd day of **August, 2016**.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 8A

Date: August 22, 2016

Subject: Acceptance of Donation of Property

Comments: Odessa Teague Wood has offered to donate property to the City of Corsicana. The property being offered is described as all of Block 386, Part of Lot D. The property is also known as 403 South 18th Street and is referred to by Property ID No. 31313 in the records of Navarro Central Appraisal District. The property is .116 acres and is shown in the attached Exhibit A.

Jerry Holt, as Owner of Heels USA, Inc., has offered to donate property to the City of Corsicana. The property being offered is described as Block 624, Lot 2. The property is also known as 504 South 20th Street and is referred to by Property ID No. 31445 in the records of Navarro Central Appraisal District. The property is 1.49 acres and is shown in the attached Exhibit B.

Recommendation: Accept the donation of properties from Odessa Teague Wood and Jerry Holt.

MOTION:

I MOVE TO APPROVE/DENY ACCEPTING THE DONATION OF PROPERTIES FROM ODESSA TEAGUE WOOD AND JERRY HOLT.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CORNICANA, TEXAS, ACCEPTING THE DONATION OF
CERTAIN PROPERTY.**

WHEREAS, Odessa Teague Wood currently owns property in Corsicana, Texas; and

WHEREAS, Odessa Teague Wood has offered to donate property to the City of Corsicana;
and

WHEREAS, the property offered as a donation is .116 acre on a residential lot; and

WHEREAS, the property offered as a donation is described as all that certain lot, tract or parcel of land situated in the City of Corsicana, Navarro County, Texas, and being all of Block 386, Part of Lot D. The property is also known as 403 South 18th Street and is referred to by Property ID No. 31313 in the records of Navarro Central Appraisal District; and

WHEREAS, Jerry Holt, Owner of Heels USA, Inc., currently owns property in Corsicana, Texas; and

WHEREAS, Jerry Holt, has offered to donate property to the City of Corsicana; and

WHEREAS, the property offered as a donation is described as all that certain lot, tract or parcel of land situated in the City of Corsicana, Navarro County, Texas, and being all of Block 624, Lot 2. The property is known as 504 South 20th Street and is referred to by Property ID No. 31445 in the records of Navarro Central Appraisal District; and

WHEREAS, the City of Corsicana desires to accept the donation of the properties.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORNICANA, TEXAS, that the City of Corsicana hereby accepts the donation of properties from Odessa Teague Wood and Jerry Holt.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas, this **22nd** day of **August, 2016**.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney



EXHIBIT B
540 S 20th St
Prop ID 31445

0 10 20 40 Feet
1 inch = 40 feet



Navarro CAD

Property Search Results > 31445 HEELS USA INC for Year 2017

Property

Account

Property ID:	31445	Legal Description:	C0000 CORSICANA BLK 624 LOT 2 .149 ACRES (50 X 130)
Geographic ID:	C0000.00.06240.002.00.0	Agent Code:	
Type:	Real		
Property Use Code:			
Property Use Description:			

Location

Address:	504 S 20TH ST CORSICANA, TX 75110	Mapsc0:	
Neighborhood:		Map ID:	
Neighborhood CD:			

Owner

Name:	HEELS USA INC	Owner ID:	18361
Mailing Address:	JERRY HOLT 5311 KIRBY DR STE 108 HOUSTON, TX 77005	% Ownership:	100.0000000000%
		Exemptions:	

Values

(+) Improvement Homesite Value:	+	N/A	
(+) Improvement Non-Homesite Value:	+	N/A	
(+) Land Homesite Value:	+	N/A	
(+) Land Non-Homesite Value:	+	N/A	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	N/A	N/A
(+) Timber Market Valuation:	+	N/A	N/A

(=) Market Value:	=	N/A	
(-) Ag or Timber Use Value Reduction:	-	N/A	

(=) Appraised Value: = N/A
 (-) HS Cap: - N/A
 (=) Assessed Value: = N/A

Taxing Jurisdiction

Owner: HEELS USA INC
 % Ownership: 100.0000000000%
 Total Value: N/A

Entity	Description	Tax Rate	Appraised Value	Taxable
CAD	Appr Dist	N/A	N/A	
CCO	CITY OF CORSICANA	N/A	N/A	
GNV	NAVARRO COUNTY	N/A	N/A	
JCN	NAVARRO COLLEGE	N/A	N/A	
NFL	NAVARRO FLOOD CONTROL	N/A	N/A	
RBC	NAVARRO ROAD AND BRIDGE	N/A	N/A	
SCO	CORSICANA ISD	N/A	N/A	
Total Tax Rate:		N/A		
				Taxes w/Current Exem
				Taxes w/o Exemptions

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	RES LOT	RESIDENTIAL LOT	0.1490	6500.00	0.00	0.00	N/A	N/A

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2017	N/A	N/A	N/A	N/A	N/A	N/A
2016	\$0	\$3,250	0	3,250	\$0	\$3,250

2015	\$0	\$3,250	0	3,250	\$0	\$3,250
2014	\$0	\$2,630	0	2,630	\$0	\$2,630
2013	\$0	\$2,630	0	2,630	\$0	\$2,630
2012	\$0	\$2,630	0	2,630	\$0	\$2,630
2011	\$0	\$2,630	0	2,630	\$0	\$2,630
2010	\$0	\$2,630	0	2,630	\$0	\$2,630
2009	\$0	\$2,630	0	2,630	\$0	\$2,630
2008	\$0	\$2,630	0	2,630	\$0	\$2,630
2007	\$0	\$2,630	0	2,630	\$0	\$2,630
2006	\$0	\$1,950	0	1,950	\$0	\$1,950

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Pag
1	5/5/2009	ASSMT	ASSIGNMENT	RIGHT AWAY MORTGAGE	HEELS USA INC	2009	344
2	3/11/2002	WD	WARRANTY DEED	DYCUS IVA	CHADWICK MORTGAGE INC	1564	582
3	7/22/1997	WD	WARRANTY DEED	WENICK MORRIS	DYCUS IVA	1376	132

Tax Due

Property Tax Information as of 08/18/2016

Amount Due if Paid on:  ↓

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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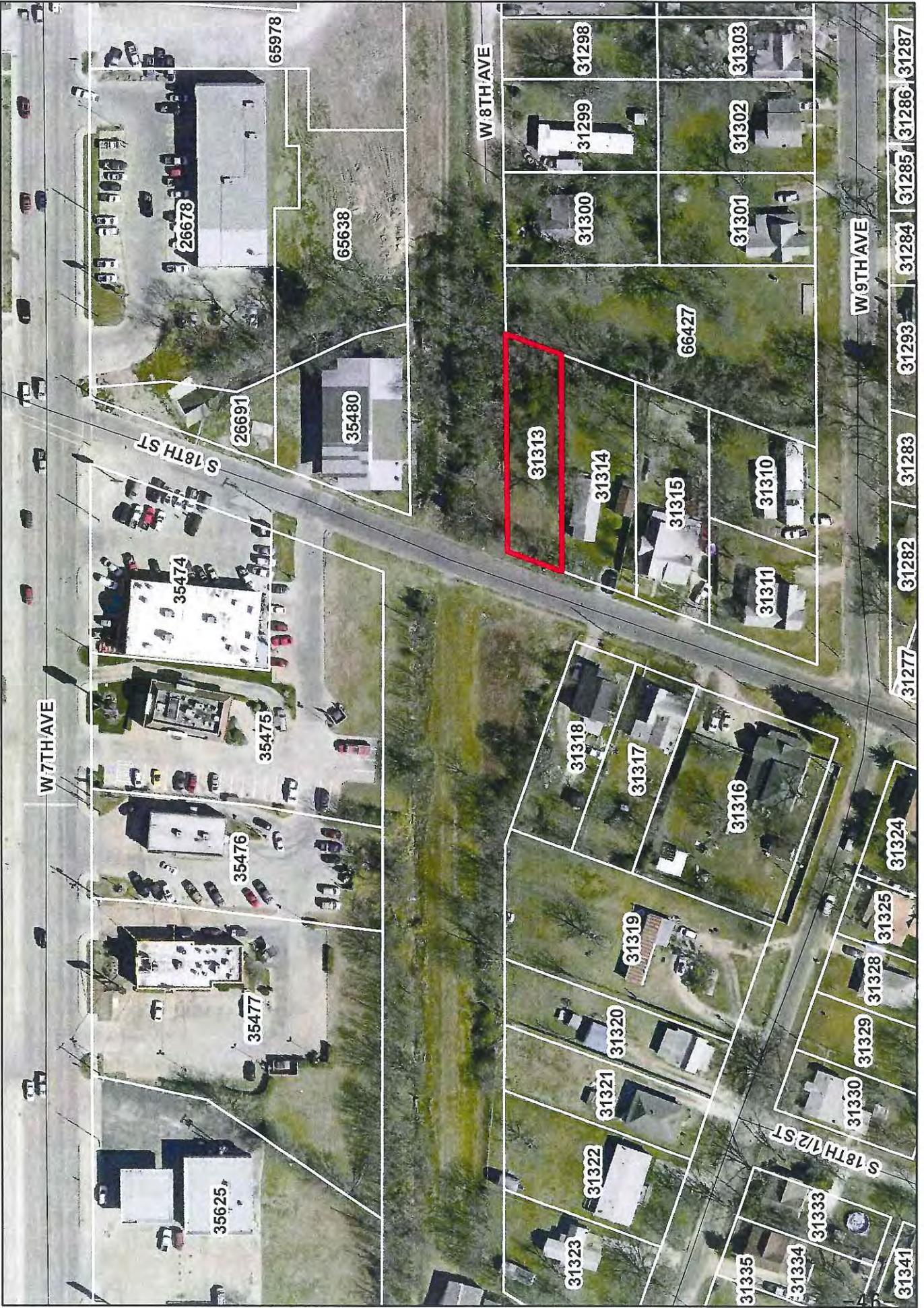
NOTE: Penalty & Interest accrues every month on the unpaid tax and is added to the balance. Attorney fees may also increase your tax liability if not paid by July 1. If you plan to submit payment on a future date, make sure you enter the date and RECALCULATE to obtain the correct total amount due.

Questions Please Call (903) 872-6161

This year is not certified and ALL values will be represented with "N/A".



EXHIBIT A
403 S 18TH ST



Navarro CAD

Property Search Results > 31313 WOOD ODESSA TEAGUE for Year 2016

Property

Account

Property ID:	31313	Legal Description:	C0000 CORSICANA BLK 386 LOT PT D .116 ACRES
Geographic ID:	C0000.00.03860.000.0D.1	Agent Code:	
Type:	Real		
Property Use Code:			
Property Use Description:			

Location

Address:	403 S 18TH ST CORSICANA, TX 75110	Map ID:	
Neighborhood:		Map ID:	
Neighborhood CD:			

Owner

Name:	WOOD ODESSA TEAGUE	Owner ID:	18246
Mailing Address:	PO B-516 HAPPY, TX 79042	% Ownership:	100.000000000000%
		Exemptions:	

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$2,520	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	\$0
(+) Timber Market Valuation:	+	\$0	\$0

(=) Market Value:	=	\$2,520	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$2,520
(-) HS Cap:	-	\$0
<hr/>		
(=) Assessed Value:	=	\$2,520

Taxing Jurisdiction

Owner: WOOD ODESSA TEAGUE
 % Ownership: 100.000000000000%
 Total Value: \$2,520

Entity	Description	Tax Rate	Appraised Value	Taxable
CAD	Appr Dist	0.000000	\$2,520	
CCO	CITY OF CORSICANA	0.627200	\$2,520	
GNV	NAVARRO COUNTY	0.510900	\$2,520	
JCN	NAVARRO COLLEGE	0.118300	\$2,520	
NFL	NAVARRO FLOOD CONTROL	0.009000	\$2,520	
RBC	NAVARRO ROAD AND BRIDGE	0.107100	\$2,520	
SCO	CORSICANA ISD	1.370300	\$2,520	
	Total Tax Rate:	2.742800		

Taxes w/Current Exem
 Taxes w/o Exemptions

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	RES LOT	RESIDENTIAL LOT	0.1160	5032.00	0.00	0.00	\$2,520	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2017	N/A	N/A	N/A	N/A	N/A	N/A
2016	\$0	\$2,520	0	2,520	\$0	\$2,520

2015	\$0	\$2,520	0	2,520	\$0	\$2,520
2014	\$0	\$2,040	0	2,040	\$0	\$2,040
2013	\$0	\$2,040	0	2,040	\$0	\$2,040
2012	\$0	\$2,040	0	2,040	\$0	\$2,040
2011	\$0	\$2,040	0	2,040	\$0	\$2,040
2010	\$0	\$2,040	0	2,040	\$0	\$2,040
2009	\$0	\$2,040	0	2,040	\$0	\$2,040
2008	\$0	\$2,040	0	2,040	\$0	\$2,040
2007	\$0	\$1,510	0	1,510	\$0	\$1,510
2006	\$5,050	\$1,510	0	6,560	\$0	\$6,560

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page
1	3/4/1987	OT	Owner Transfer	WILSON R V LEE	WOOD ODESSA TEAGUE	1092	223

Tax Due

Property Tax Information as of 08/04/2016

Amount Due if Paid on: 

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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NOTE: Penalty & Interest accrues every month on the unpaid tax and is added to the balance. Attorney fees may also increase your tax liability if not paid by July 1. If you plan to submit payment on a future date, make sure you enter the date and RECALCULATE to obtain the correct total amount due.

Questions Please Call (903) 872-6161

ITEM NO. 8B

Date: August 22, 2016

**Subject: Interlocal Agreement
Construction of a Telecommunication Tower by the
North Central Texas Council of Governments**

Comments: The North Central Texas Council of Governments (NCTCOG), as part of its 9-1-1 Services Program, has contracted to construct multiple telecommunication towers on selected sites throughout North Texas. They have requested to construct a tower on property owned by the City at 200 North 12th Street at the NCTCOG's expense.

The tower will be exclusively owned by NCTCOG, they shall have the right at all times to allow third parties access to the tower for installation of additional third party equipment, and they shall maintain the tower and related facilities at its sole expense.

The City shall have the non-exclusive right of access to the tower for installation of the City's equipment as long as it does not materially interfere with tower operations. The City shall pay for all expenses incurred in the installation of the City's equipment and shall maintain such equipment at its sole expense.

Recommendation: Authorize execution of an Interlocal Agreement with the NCTCOG for the construction of a telecommunication tower.

MOTION:

I MOVE TO APPROVE/DENY THE AUTHORIZATION OF AN INTERLOCAL AGREEMENT WITH THE NCTCOG FOR THE CONSTRUCTION OF A TELECOMMUNICATION TOWER.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CORSIANA, TEXAS, AUTHORIZING THE CITY MANAGER TO
EXECUTE AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF
CORSIANA AND THE NORTH CENTRAL TEXAS COUNCIL OF
GOVERNMENTS TO ALLOW THE CONSTRUCTION OF A
TELECOMMUNICATION TOWER ON CITY-OWNED PROPERTY.**

WHEREAS, in accordance with the provisions of the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code, the City of Corsicana and the North Central Texas Council of Governments (NCTCOG) have identified certain common, legitimate public purposes for entering into an interlocal agreement; and

WHEREAS, NCTCOG is authorized to contract with eligible entities to perform governmental functions and services to include emergency communication services in North Texas; and

WHEREAS, as part of the 9-1-1 Services Program, NCTCOG is contracted to construct multiple telecommunication towers on sites throughout North Texas; and

WHEREAS, the NCTCOG has requested to construct a telecommunication tower on property owned by the City located at 200 North 12th Street, Corsicana, Texas.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORSIANA, TEXAS, that the North Central Texas Council of Governments is allowed to construct a telecommunication tower on property owned by the City of Corsicana located at 200 North 12th Street, Corsicana, Texas.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas, this 22nd day of August, 2016.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 8C

Date: August 22, 2016

Subject: City Council Policy, Fin. 001, Investment and Collateralization Policy

Comments: This resolution will amend City Council Policy Number Fin. 001, Investment and Collateralization Policy. State statutes require that the Investment Policy be reviewed by Council each year. The Policy has been amended to include changes which will enhance the Cities opportunity to diversify its investments. The Policy changes are as follows:

The following was added to **Section X. Collateralization**:

The following eligible collateral for security of the City's deposits has been added:

- United States Government Agency securities which are unconditionally guaranteed or insured by or backed by the full faith and credit of the United States Government, *with a maturity not to exceed twenty years*; and
- Direct obligations of the State of Texas.

The following sentence was removed from **Section X. Collateralization**:

The only allowable exception is for debt proceeds held in escrow by the lending institution or its designated depository, which may include United States Agency Securities at the discretion of the City's investment officers. Authorization for this collateral exception must be written, and signed by at least two of the City's investment officers.

Included in your packet is a copy of the policy with the changes noted in **RED**.

RECOMMENDATION: Approve this resolution reviewing and amending City Council Policy Number Fin. 001, Investment and Collateralization Policy.

MOTION:

I MOVE TO APPROVE/DENY THIS RESOLUTION, REVIEWING AND AMENDING CITY COUNCIL POLICY NUMBER FIN. 001, INVESTMENT AND COLLATERALIZATION POLICY.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CORNICANA, TEXAS, REPEALING THE CITY'S CURRENT
INVESTMENT AND COLLATERALIZATION POLICY AND
ADOPTING A NEW POLICY.**

WHEREAS, the proposed Investment and Collateralization Policy is an update of the City's existing policy; and

WHEREAS, the City will benefit from changes to the City's Investment and Collateralization Policy; and

WHEREAS, the following changes have been made to the City's Investment and Collateralization Policy, reviewed by Council, and included in this resolution per the policy:

The following was *added* to **Section X. Collateralization**:

The following eligible collateral for security of the City's deposits has been added:

- United States Government Agency securities which are unconditionally guaranteed or insured by or backed by the full faith and credit of the United States Government, *with a maturity not to exceed twenty years*; and
- Direct obligations of the State of Texas.

The following sentence was *removed* from **Section X. Collateralization**:

The only allowable exception is for debt proceeds held in escrow by the lending institution or its designated depository, which may include United States Agency Securities at the discretion of the City's investment officers. Authorization for this collateral exception must be written, and signed by at least two of the City's investment officers.

WHEREAS, these changes are authorized by the Public Funds Investment Act and the Public Funds Collateral Act, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORNICANA, TEXAS, that the City's current Investment and Collateralization Policy is hereby repealed in its entirety and a new City Investment and Collateralization Policy is adopted, effective August 22, 2016.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas this 22nd day of August, 2016.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 8D

Date: August 22, 2016

Subject: **Analysis and Audits of Municipal Government Hotel Occupancy Tax Reporting and Collections and/or Audits of Sales Tax Collections RFP's**

Comments: The City of Corsicana has solicited proposals for firms to perform analysis and audits of municipal government hotel occupancy tax reporting and collections and/or audits of sales tax collections for the period of October 1, 2014 – June 30, 2016. A total of eleven (11) requests for proposals were mailed or e-mailed to CPA firms or other firms known to provide these services. The request for proposal was also posted on the City's website. A total of three (3) Requests for Proposals were received.

Firms were evaluated on the basis of:

- 30% - Experience and qualifications;
- 30% - Cost;
- 20% - Project team, methodology, and timeline; and
- 20% - References.

Finance Department Staff evaluated the qualifications of each firm and ranked each firm numerically based upon the criteria listed above.

Of the three (3) proposals received and evaluated, one (1) firm proposed to perform services related to hotel occupancy tax and sales tax, one (1) firm proposed to perform services related to hotel occupancy tax only, and one (1) firm proposed to perform services related to sales tax only.

The bid that was for hotel occupancy tax services only was rejected because the proposal was submitted primarily electronically. The RFP expressly stated that the City would not entertain RFP's received by any electronic means.

Neither the City nor the Director of Finance has worked with any of the two remaining firms. Both firms appear to be qualified and able to complete the contracted services. The proposals were similarly priced, as well. However, of the two, MuniServices was the most highly recommended.

Recommendation: Finance Department Staff recommends that Council award MuniServices the contract for analysis and audits of municipal government hotel occupancy tax reporting and collections and for audits of sales tax collections.

MOTION:

I MOVE TO APPROVE/DENY THE BID AWARD FOR ANALYSIS AND AUDITS OF MUNICIPAL GOVERNMENT HOTEL OCCUPANCY TAX REPORTING AND COLLECTIONS AND FOR AUDITS OF SALES TAX COLLECTIONS, AND TO CONTRACT WITH MUNISERVICES TO PROVIDE THESE SERVICES.

City of Corsicana
 Summary of Municipal Government HOT Tax Reporting and Collections and Sales Tax Collections Audit Requests for Proposals Received
 July 1, 2016

	Sales Tax Assurance	Staff Recommended:		The Resource Professionals Group
		MuniServices (Sales Tax)	MuniServices (Hotel Occupancy Tax)	
Hotel Occupancy Tax Reporting/Collections Audit	N/A	N/A	\$2,000 per Lodging/Minimum of two at a time	Rejected - RFP Primarily Furnished Electronically (1)
Hotel Occupancy Tax Mandatory Reporting to State (HB 2048) - Not Recommended	N/A	N/A	\$400 per qualifying audit	(1)
Sales Tax Collections Audit - Base Fee - Option 1 - Reporting Packages Included	\$6,000 - Credited back against any Commissions Earned	\$ -	N/A	N/A
Sales Tax Collections Audit - Base Fee - Option 2 - Reporting Packages Included	\$ 4,800	\$ -	N/A	N/A
Sales Tax Collections Audit - Commissions	30%	30%	N/A	N/A
Sales Tax Collections Audit - Timeframe for Future Collections Charge	24 Months	8 Consecutive Quarters	N/A	N/A
Optional Services Proposed and Related Costs:				
Sales/Use Tax Analysis & Reporting Service Package (STARS)	Included	\$6,000/per Year	N/A	N/A
Travel Reimbursements	None	None	Mileage & IRS Per Diem for each audit	(1)
To Key Personnel Appear to be Qualified?	Yes	Yes	Yes	(1)
Were References Provided?	Yes	Yes	Yes	Yes
Were the References Verified as Favorable?	Yes	Yes	Yes	Yes
Were Optional Service Proposals Received with the Submittal?	Yes	Yes	Yes	(1)
Optional Services Proposed and Related Costs:				
Hotel Occupancy Tax Administration Services (Including Online File & Pay Service for Hotels)	N/A	N/A	\$2,500 One-Time Set-up Fee	(1)
Hotel Occupancy Tax Administration Services	N/A	N/A	\$250/per Year/per Lodging Property	(1)
Hotel Occupancy Tax Administration Services - with Council Authorizes at least 10% of Lodging Properties Audited Annually	N/A	N/A	\$175/per Year/per Lodging Property	(1)
Additional Geo Area Reporting Package - Set-up Fee Per Area	N/A	\$1,000 Set-up Fee Per Area	N/A	N/A
Additional Geo Area Reporting Package - Annual Cost Per Area	N/A	\$500 Annual Fee Per Area	N/A	N/A
Additional Geo Area Reporting Package - Potential Address Standardization Fee	N/A	\$750 One-Time Set-up Fee	N/A	N/A
Additional Consulting Charge (per hour) - if necessary:				
Principal and/or Project Director		\$ 200	\$ 200	(1)
Client Services/Project Manager		\$ 150	\$ 150	(1)
Information Technology (IT) support		\$ 175	\$ 175	(1)
Operational Support:				
Director or Manager		\$ 175	\$ 175	(1)
Senior Analyst		\$ 125	\$ 125	(1)
Analyst		\$ 100	\$ 100	(1)
Administrative		\$ 75	\$ 75	(1)
Scoring - Selection Criteria:				
Experience and Qualifications	1	2	2	-
Cost	2	1	2	-
Project Team, Methodology, and Timeline	1	1	2	-
References	1	2	2	-
	5	6	8	-

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CORSICANA, TEXAS, AWARDED THE BID FOR ANALYSIS
AND AUDITS OF MUNICIPAL GOVERNMENT HOTEL
OCCUPANCY TAX REPORTING AND COLLECTIONS AND/OR
AUDITS OF SALES TAX COLLECTIONS.**

WHEREAS, the City duly advertised and solicited bids for analysis and audits of municipal government hotel occupancy tax reporting and collections and/or audits of sales tax collections; and

WHEREAS, the contract will cover the period from October 1, 2014 – June 30, 2016;
and

WHEREAS, each proposal was evaluated and ranked numerically based upon selection criteria noted in the RFP. MuniServices ranked the highest for analysis and audits of municipal government hotel occupancy tax reporting and collections and for audits of sales tax collections.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF CORSICANA, TEXAS, THAT** MuniServices be awarded the contract for analysis and audits of municipal government hotel occupancy tax reporting and collections and audits of sales tax collections.

PASSED and APPROVED by majority vote of the City Council of the City of Corsicana, Texas, this 22nd day of August, 2016.

Chuck McClanahan, Mayor

ATTEST:

Virginia Richardson, City Secretary

APPROVED AS TO FORM:

Kerri Anderson Donica, City Attorney

ITEM NO. 9A

Date: August 22, 2016

Subject: **Appointments/Miscellaneous Business**

Comments: Attached is a list identifying the Mayor's appointments to boards and commissions for September 2016. Names of those appointed or reappointed are highlighted on the attached list.

Recommendation: Confirm the Mayor's appointments to various boards and commissions.

MOTION:

I MOVE TO APPROVE/DENY THE MAYOR'S APPOINTMENTS AS STATED.

**CITY OF CORSICANA
ADVISORY BOARDS AND COMMISSIONS
SEPTEMBER APPOINTMENTS**

Building, Plumbing & Mechanical Appeals and Advisory Board - Four (4) Year Term - Consists of seven (7) regular members, two (2) alternates and two (2) advisory (non-voting) members. Regular board members are appointed as follows:

- X A Licensed Master Plumber
- X A Licensed Journeyman or Master Plumber
- X A Building Contractor
- X A Concrete Contractor
- X A Licensed Mechanical Contractor
- X A Representative of Atmos Energy

The two (2) advisory members will be the City Engineer and the City Health Officer. This board serves as an advisory board to the City, making such recommendations for improvement and revision codes as it may from time to time deem necessary and proper in light of the development of new materials, methods or techniques. Also serves as an appeals board where parties involved do not agree with code interpretation.

Larry Hunter	2017	Alternates:	Vacant	2017
Freddy Aguado	2017		Vacant	
John Yates	2018			
Hal Prater	2020			
David Long	2019			
VACANT	2019			
Marty Bland	2018 (Atmos Energy rep)			

City County Health Department Board - Two (2) Year Term - Consists of seven (7) members. Mayor and County Judge also serve as voting members. Functions as an advisory board to the Public Health Department.

Dr. Neal Green	2018
Dr. Bill McHenry	2018
Dr. John Updegrove	2018
Dr. John Smith	2018
Kyra Hooser	2017
Ron Ragsdale	2017
Kimberlee R. Bloemer	2017

Housing Authority Commission - Two (2) Year Term - Consists of five (5) members. Authorized to transact business and exercise its powers pursuant to the Housing Authority Law of the State of Texas.

Lynda Sloan	2017
Brenda Stubbs	2017
Rev. Bob Young	2017
Lee Walker, Jr.	2018
Hazel Kelly	2018

Corsicana Landmark Commission – Two (2) Year Term - Consists of seven (7) members, one (1) Ex-officio member, and two (2) City Staff to include the Historic Preservation Officer/Main Street Program Director and Planning and Zoning representative.

This board serves as an advisory to the City to protect and preserve places and areas of historical and cultural importance and significance and to maintain heritage and property values.

Loran Seely	2018
Rockie Glicksman	2018
Fran Townes	2018
Malinda Veldman	2017
Lindsay King	2017
Hugh Stroube	2017
Jerry Steely	2017

(* Hugh Stroube is completing the unexpired term Rick Guest.)

Ex-Officio Member:

John Yates, Planning & Zoning Board Representative

City Staff:

Sara Beth Wilson, Historic Preservation Officer/Main Street Program Director

Audrey Sloan, Planning and Zoning Representative

ITEM NO. 9B

Date: August 22, 2016

Subject: **Appointments/Miscellaneous Business**

Comments: Chapter 143.006 of the Civil Service Statute directs the City Manager to appoint members to the local Civil Service Commission. It also requires confirmation of the City Manager's appointment by the governing body of the municipality.

The City Manager is appointing [REDACTED] to the Civil Service Commission.

Recommendation: Confirm the City Manager's appointment of [REDACTED] to the Civil Service Commission.

MOTION:

I MOVE TO APPROVE/DENY THE CITY MANAGER'S APPOINTMENT AS STATED.

CIVIL SERVICE COMMISSION – Three (3) Year Term – Composed of three (3) commissioners. All such commissioners shall be of good moral character, resident citizens of Corsicana, shall have resided in Corsicana for a period of more than three (3) years, shall each be over the age of 25 years, and shall not have held any public office within the preceding three years. This commission shall make such rules and regulations for the proper conduct of its business as it shall find necessary and expedient, provided that no rules or regulations shall ever be adopted which will permit the appointment or employment of any person without good moral character; or any person unfit mentally or physically; or any person incompetent to discharge the duties of such appointment or employment.

Jon Ketcham, Chairman	2018
TO BE APPOINTED	2019
George Burrell	2017

ITEM NO. 10

Date: August 22, 2016

Subject: Reports and Miscellaneous Announcements

Comments:
Mayor / Council

Items to Mention:

The following are mandatory announcements:

Public Hearing Dates for Property Tax Rate and Budget:

- 2nd Public Hearing on Property Tax Rate – Monday, September 12, 2016
- Public Hearing on Budget - Monday, September 12, 2016
- Vote on Property Tax Rate and Adoption of the 2017 Budget - Monday, Sept. 26, 2016

Other Items to Mention:

September 9	Tire Collection Day
September 10	E-Waste Day, Navarro County Youth Expo, 8:00 a.m.-12:00 p.m.
September 11	Ceremony to honor the Military and First Responders 2:00 p.m. at Freedom Park Plaza in Bunert Park
September 12	Budget Work Session (if needed)
September 29	Ground breaking for US 287 Relief Route, 4:00 p.m.