

**AGENDAS**

**FOR THE AMARILLO CITY COUNCIL WORK SESSION TO BE HELD ON TUESDAY, JULY 18, 2017 AT 4:00 P.M. AND THE REGULAR MEETING OF THE AMARILLO CITY COUNCIL AT 5:00 P.M., CITY HALL, 509 SOUTHEAST 7<sup>th</sup> AVENUE, COUNCIL CHAMBER ON THE THIRD FLOOR OF CITY HALL, AMARILLO, TEXAS.**

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**Please note:** The City Council may take up items out of the order shown on any Agenda. The City Council reserves the right to discuss all or part of any item in an executive session at any time during a meeting or work session, as necessary and allowed by state law. Votes or final decisions are made only in open Regular or Special meetings, not in either a work session or executive session.

**WORK SESSION**

- A. City Council will discuss or receive reports on the following current matters or projects.
- (1) Review agenda items for regular meeting and attachments;
  - (2) Update on Brush Sites;
  - (3) Update on Red Light Cameras;
  - (4) Update on I-40 & I-27 TxDot Interchange Agreement; and the TxDot Maintenance Agreement (mowing); and
  - (5) Consider future Agenda items and request reports from City Manager.

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**REGULAR MEETING ITEMS**

**INVOCATION:** Pearse Nelson

**PLEDGE OF ALLIGENCE:** Jace Nelson

**PUBLIC COMMENT:** Citizens who desire to address the City Council with regard to matters on the agenda or having to do with the City's policies, programs, or services will be received at this time. The total time allotted for comments is 30-minutes with each speaker limited to three (3) minutes. City Council may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff. The City Council may choose to place the item on a future agenda.  
(Texas Attorney General Opinion. JC-0169.)

1. **CONSENT AGENDA:**

It is recommended that the following items be approved and that the City Manager be authorized to execute all documents necessary for each transaction:

*THE FOLLOWING ITEMS MAY BE ACTED UPON BY ONE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THE ITEMS IS NECESSARY UNLESS DESIRED BY A COUNCILMEMBER, IN WHICH EVENT THE ITEM SHALL BE CONSIDERED IN ITS NORMAL SEQUENCE AFTER THE ITEMS NOT REQUIRING SEPARATE DISCUSSION HAVE BEEN ACTED UPON BY A SINGLE MOTION.*

A. **MINUTES:**

Approval of the City Council minutes of the July 11 and 12 workshop and regular meeting held on July 11, 2017.

B. **ORDINANCE NO. 7674:**

This is the second and final reading of an ordinance rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP-190) for a Carport. (Vicinity: Sequoia Street and Balsam Lane.)

C. **ORDINANCE NO. 7673:**

This is the second and final reading rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS). (Vicinity: Northwest 9<sup>th</sup> Avenue and North Hughes Street.)

D. **AWARD – LEASE AND CONCESSION AGREEMENT FOR THE AMARILLO CIVIC CENTER COMPLEX TO CORKSCREW FOODS, LLC:**

This awards a four-year lease agreement with two (2) two-year renewal options to Corkscrew Foods, LLC and further conveys food and beverage concession rights to Corkscrew Foods, LLC.

**REGULAR AGENDA**

2. **PRESENTATION AND CONSIDERATION OF ORDINANCE NO. 7675:**

This is a public hearing and first reading to rezone Lot 3, Block 185, Plemons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2). (Vicinity: Southwest 14<sup>th</sup> Avenue and South Jackson Street.)

3. **PUBLIC HEARING – ANNEXATION:**

This item conducts a public hearing to gather comments for and against annexation of a 154.68 acre property situated west of the city limits, and located near the northwest corner of the intersection of Tascosa Road (also known as RM 1061) and Ravenwood Drive, and north of a westerly projection of Ravenwood Drive.

4. **APPROVAL -- EMERGENCY SOLUTIONS GRANT:**

This item is to approve the Emergency Solutions Grant, a HUD funded program passed through the Texas Department of Housing and Community Affairs to provide services to persons experiencing homelessness. The Amarillo Continuum of Care for the Homeless is eligible to receive an Emergency Solutions Grant award up to \$314,449 for fiscal years 2017 and 2018. The Grant will provide operating expenses and essential services at emergency shelters, homeless prevention and homeless rapid re-housing.

5. **CONSIDERATION – STREET RENAMING:**

This item is consideration of and direction to City staff regarding a request from Officer William Roper to initiate renaming a segment Meadow Drive to Justin Scherlen Drive. (Vicinity: An entire block segment of Meadow Drive between Southwest 34<sup>th</sup> Avenue and South Western Street.)

6. **AWARD – MECHANICAL SYSTEMS UPGRADE BOILER PACKAGE FOR AIRPORT:**

Total Bid Amount: \$282,978.00 to be awarded to John R. Neal & Associates

This item is award of the bid for the terminal boiler replacement procurement package. Included in the bid scope were the following items:

1. Five natural gas-fired condensing boilers with interface capabilities to the existing environmental control software.
  2. Five motorized control vent dampers.
  3. Complete vent system with all necessary accessories to connect to roof discharge.
  4. Five inline heating hot water circulation pumps for the five new boilers.
- Current boilers are at end-of-life and in need of replacement.

7. **AWARD – PROFESSIONAL SERVICES:**

Panhandle Presort Services -- \$325,000 per year

This award for professional services is for the City of Amarillo's folding, inserting, and sealing services for the general mail.

8. **AWARD – CITY OF AMARILLO AUCTIONEERING SERVICES:**

**Assiter Auctioneers**

This award approves a contract for auctioneering services for use by the Purchasing Department for the disposal of surplus property, vehicles and police seized property. The City of Amarillo will utilize the auctioneering services contract to dispose of all City surplus property, vehicles and police seized property. The revenue that the city receives for this contract is distributed to the appropriate accounts.

**MISCELLANEOUS**

1. Planning and Zoning Commission, minutes of June 26, 2017.
2. Boards and Commission – needed appointments as listed on attached.

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (Southeast 7<sup>th</sup> Avenue) of the building. An access ramp leading to the main entry is located at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communications equipment and elevators that are accessible. Individuals with disabilities who require special accommodations or a sign language interpreter must contact the City Secretary's Office 48 hours prior to meeting time by telephoning 378-3013 or the City TDD number at 378-4229.

Posted this 14th day of July 2017.

Amarillo City Council meetings stream live on Cable Channel 110 and are available online at:

[www.amarillo.gov/granicus](http://www.amarillo.gov/granicus)

*Archived meetings are also available.*



A

STATE OF TEXAS  
COUNTIES OF POTTER  
AND RANDALL  
CITY OF AMARILLO

On the 10th day of July 2017, the Amarillo City Council met at 8:30 a.m. for a Special Meeting Workshop located at Amarillo National Bank Plaza One, 410 South Taylor Street, Skyline Conference Room, with the following members present:

GINGER NELSON	MAYOR
ELAINE HAYS	COUNCILMEMBER NO. 1
FREDA POWELL	COUNCILMEMBER NO. 2
EDDY SAUER	COUNCILMEMBER NO. 3
HOWARD SMITH	COUNCILMEMBER NO. 4

Absent were none. Also in attendance were the following administrative officials:

JARED H. MILLER	CITY MANAGER
BOB COWELL	DEPUTY CITY MANAGER
MICHELLE BONNER	ASSISTANT CITY MANAGER
KEVIN STARBUCK	ASSISTANT CITY MANAGER
MICK MCKAMIE	CITY ATTORNEY
BLAIR SNOW	MANAGEMENT ANALYST
SCOTT MCDONALD	DIRECTOR OF COMM SAFETY & REG
FRANCES HIBBS	CITY SECRETARY

Various City of Amarillo Department Heads participated at 3:00 p.m.

Ron Holifield and Mike Mallory of Strategic Governmental Resources facilitated this workshop.

On the 11th day of July 2017, the Amarillo City Council resumed their meeting at 8:30 a.m., with the following members present:

GINGER NELSON	MAYOR
ELAINE HAYS	COUNCILMEMBER NO. 1
FREDA POWELL	COUNCILMEMBER NO. 2
EDDY SAUER	COUNCILMEMBER NO. 3
HOWARD SMITH	COUNCILMEMBER NO. 4

Absent were none. Also in attendance were the following administrative officials:

J JARED H. MILLER	CITY MANAGER
BOB COWELL	DEPUTY CITY MANAGER
MICHELLE BONNER	ASSISTANT CITY MANAGER
KEVIN STARBUCK	ASSISTANT CITY MANAGER
MICK MCKAMIE	CITY ATTORNEY
BLAIR SNOW	MANAGEMENT ANALYST
SCOTT MCDONALD	DIRECTOR OF COMM SAFETY & REG
FRANCES HIBBS	CITY SECRETARY

Various City of Amarillo Department Heads were also in attendance.

Ron Holifield and Mike Mallory of Strategic Governmental Resources facilitated this workshop.

Mayor Nelson advised that the meeting was adjourned.

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

\_\_\_\_\_  
Ginger Nelson, Mayor

STATE OF TEXAS  
COUNTIES OF POTTER  
AND RANDALL  
CITY OF AMARILLO

On the 11th day of July 2017, the Amarillo City Council met at 4:30 p.m. for a work session, and the regular session was held at 6:00 p.m. in the Council Chamber located on the third floor of City Hall at 509 Southeast 7th Avenue, with the following members present:

GINGER NELSON  
ELAINE HAYS  
FREDA POWELL  
EDDY SAUER  
HOWARD SMITH

MAYOR  
COUNCILMEMBER NO. 1  
COUNCILMEMBER NO. 2  
COUNCILMEMBER NO. 3  
COUNCILMEMBER NO. 4

Absent were none. Also in attendance were the following administrative officials:

JARED H. MILLER  
BOB COWELL  
MICK MCKAMIE  
BLAIR SNOW  
FRANCES HIBBS

CITY MANAGER  
DEPUTY CITY MANAGER  
CITY ATTORNEY  
MGMT. ANALYST PUBLIC SAFETY  
CITY SECRETARY

Invocation was given by Carol Smith. The National Anthem was sung by Morgan Turner. Mayor Nelson led the audience in the Pledge of Allegiance.

Mr. Miller recognized city employees, Tyler Hurst, Deputy Airport Aviation and Travis Muno, Senior Planner. He also introduced new employees Mike Conner, Airport Director and introduced Marita Wellage-Reiley, Transit Director.

Mayor Nelson established a quorum, called the meeting to order, welcomed those in attendance and the following items of business were conducted:

**PUBLIC COMMENT:**

Jesse Pfrimmer, 5723 South Milam Street, offered a public apology to the City Council on a previous comment made. Allen Finegold, 2601 North Grand Street, spoke on the costs of building and financing the proposed MPEV. James Schenck, 6216 Gainsborough Street, commented on Representative Four Price's previous comments. He further commented on the MPEV contract and changing the citizens behavior for putting brush in alleys. Keith Grays, 2326 Northwest 11<sup>th</sup> Avenue, stated he was concerned about his alley's condition. He stated he was bothered about the condition and the parking in the front yard at 2314 Northwest 11th Avenue. There were no further comments.

**ITEM 1:** Mayor Nelson presented the consent agenda and asked if any item should be removed for discussion or separate consideration. Motion was made by Councilmember Powell to approval of the consent agenda, seconded by Councilmember Smith.

A. **Minutes:**

Approval of the City Council minutes of the orientation and regular meetings held on June 27, 2017.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**REGULAR AGENDA**

**ITEM 2:** Mayor Nelson held a public hearing and presented first reading of an ordinance rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP-190) for a carport. (Vicinity: Sequoia Street & Balsam Lane.) This item was presented by AJ Fawver, Planning Director. Mayor Nelson opened a public

hearing on this item. There were no comments. Mayor Nelson closed the public hearing. Motion was made by Councilmember Sauer, seconded by Councilmember Powell that the following captioned ordinance be passed on first reading:

**ORDINANCE NO. 7674**

**AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SEQUOIA STREET AND BALSAM LANE, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 3:** Mayor Nelson held a public hearing and presented first reading of an ordinance rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS). (Vicinity: Northwest 9<sup>th</sup> Avenue and North Hughes Street.) This item was presented by AJ Fawver, Planning Director. Mayor Nelson opened a public hearing on this item. There were no comments. Mayor Nelson closed the public hearing. Motion was made by Councilmember Powell, seconded by Councilmember Smith, that the following captioned ordinance be passed on first reading:

**ORDINANCE NO. 7673**

**AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF NORTHWEST NINTH AVENUE AND NORTH HUGHES STREET, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 4A:** Mayor Nelson held the final public hearing and presented a resolution adopting the substantial change to the 2015-2016 Annual Action Plan to reallocate funds to the current year's Demolition and Clearance funding in the amount of \$60,000. James Allen, Community Development Director, presented this item. Mayor Nelson opened a public hearing on this item. There were no comments. Mayor Nelson closed the public hearing. Motion was made by Councilmember Powell, seconded by Councilmember Hays, that the following captioned resolution be passed:

**RESOLUTION NO. 07-11-17-1**

**A RESOLUTION CONDUCTING A PUBLIC HEARING AND APPROVING A SUBSTANTIAL CHANGE TO THE 2015-2016 ANNUAL ACTION PLAN AND AUTHORIZING THE CITY MANAGER AS CHIEF ADMINISTRATIVE OFFICER TO EXECUTIVE AND FILE SAID CHANGE WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; PROVIDING AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 4B:** Mayor Nelson held the final public hearing and presented a resolution and submission of the 2017-2018 Community Development Block Grant Annual Action Plan. James Allen, Community Development Director, presented this item. Mayor Nelson opened a public hearing on this item. There were no comments. Mayor Nelson closed the public hearing. Motion was made by Councilmember Hays, seconded by Councilmember Powell, that the following captioned resolution be passed:

**RESOLUTION NO. 07-11-17-1**

**A RESOLUTION CONDUCTING A PUBLIC HEARING AND APPROVING A SUBSTANTIAL CHANGE TO THE 2015-2016 ANNUAL ACTION PLAN AND AUTHORIZING THE CITY MANAGER AS CHIEF ADMINISTRATIVE OFFICER TO EXECUTIVE AND FILE SAID CHANGE WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; PROVIDING AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 5:** Mayor Nelson held the public hearing and presented a resolution conducting a public hearing for the review and adoption of the 2017-2018 PHA Annual Action Plan and Housing Choice Voucher Program Administrative Plan as required by the Department of Housing and Urban Development. The Annual Plan was reviewed and recommended for approval by the Tenant Advisory Board and the Community Development Advisory Committee. The Annual Action Plan and Administrative Plan have been available for public comment for 45 days from May 27, 2017 through July 10, 2017. This item was presented by Kelley Shaw, Housing Administrator. Mayor Nelson opened a public hearing on this item. There were no comments. Mayor Nelson closed the public hearing. Motion was made by Councilmember Powell, seconded by Councilmember Sauer, that the following captioned resolution be passed:

**RESOLUTION NO. 07-11-17-2**

**A RESOLUTION OF THE CITY COUNCIL OF AMARILLO, TEXAS; CONDUCTING A PUBLIC HEARING AND AUTHORIZING THE ADOPTION OF THE 2017-2018 PUBLIC HOUSING AGENCY ANNUAL ACTION PLAN AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 6:** Mayor Nelson held the public hearing and presented a resolution considering a street renaming to correct street name inconsistencies that occur from one block to another, complicating service delivery and public safety dispatching. The changes are as follows: Charles Avenue to Charles Street, Woodfield Drive to Woodfield Street, Sycamore Avenue to Sycamore Street, Oakdale Drive to Oak Dale Drive, Lyndale Street to Lyndale Drive, Lakeside Road to Lakeside Drive, Lakeside Street to Lakeside Drive, Parkwood Drive to Parkwood Place, and a portion of Virginia Street to Virginia Circle. This item was presented by AJ Fawver, Planning Director. Motion was made by Councilmember Powell, seconded by Councilmember Smith, that the following captioned resolution be passed:

**RESOLUTION NO. 07-11-17-3**

**A RESOLUTION OF THE AMARILLO, TEXAS CITY COUNCIL: RENAMING PUBLICLY DEDICATED STREETS, FORMERLY KNOWN AS CHARLES AVENUE TO CHARLES STREET, WOODFIELD DRIVE TO WOODFIELD STREET, SYCAMORE AVENUE TO SYCAMORE STREET, A PORTION OF VIRGINIA STREET TO VIRGINIA CIRCLE, OAKDALE DRIVE TO OAK DALE DRIVE, LYNDALE STREET TO LYNDALE DRIVE, LAKESIDE ROAD TO LAKESIDE DRIVE, LAKESIDE STREET TO LAKESIDE DRIVE, AND PARKWOOD DRIVE TO PARKWOOD PLACE, AS IS MORE FULLY DESCRIBED HEREIN; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 7:** Mayor Nelson held the public hearing and presented a resolution which requires a written internal ethics and compliance program that provides certain compliance standards and procedures as specified by 43 Texas Administrative § 10.51. The attached resolution along with existing City Policies and Procedures satisfies the requirements of 43 Texas Administrative Code § 10.51. This item was presented by

Kevin Starbuck, Assistant City Manager. Motion was made by Councilmember Sauer, seconded by Councilmember Smith, that the following captioned resolution be passed:

RESOLUTION NO. 07-11-17-4

A RESOLUTION OF THE AMARILLO CITY COUNCIL ADOPTING AN INTERNAL ETHICS AND COMPLIANCE PROGRAM; PROVIDING SEVERABILITY CLAUSE; PROVIDING SAVINGS CLAUSE AND EFFECTIVE DATE.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

ITEM 8: Mayor Nelson advised that appointments are needed for the following boards:

Motion was made by Councilmember Smith to appoint Councilmember Hays to the Convention & Visitor Council, seconded by Councilmember Powell and unanimously carried.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

Michelle Bonner stated the Council Audit Committee works with the auditors annually and makes recommendations to the entire City Council. Motion was made by Councilmember Powell to appoint Councilmembers Hays and Sauer, seconded by Councilmember Smith and unanimously carried.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

Mr. Miller stated it was not necessary to make appointments to the Council Subcommittee on Economic Development Incentive Policies and Guidelines. Mr. McKamie stated this subcommittee was created by Resolution, so he would have it dissolve by Resolution on a future consent agenda.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

Motion was made by Councilmember Sauer to appoint Mayor Nelson to the Panhandle Regional Planning Commission Workforce and Board, seconded by Councilmember Hays and unanimously carried

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

Motion was made by Councilmember Powell to appoint Councilmember Smith to the Pedestrian and Bicycle Safety Advisory Committee and seconded by Councilmember Hays and unanimously carried.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

Mayor Nelson stated they would recess back to Executive Session and then adjourn.

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

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Ginger Nelson, Mayor



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 11, 2017	<b>Council Priority</b>	Community Appearance
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<b>Department</b>	Planning Department
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### Agenda Caption

Vicinity: Sequoia St. & Balsam Ln.

Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP-190) for a Carport.

### Agenda Item Summary

When analyzing an SUP request, staff observes the surrounding area to see what impacts the proposed carport could have on the overall character of the neighborhood. Staff considers the proposed carport's setbacks, existing trees and fences within the front yard area, and other existing elements that may disrupt the streetscape character.

In surveying the surrounding area, staff located no carports nearby but found one carport positioned within the front yard setbacks along Palm Street. This carport was one street over and north one block from the applicant's property at 3108 Palm Street, and was approved in June 2006.

As illustrated by the applicant's front yard and the other in a nearby block, there are several existing mature trees and other landscaping already within the front yards along this street. There were many houses with a fence within the front yard of this street that were chain link style and met the required maximum height of 4 feet. This shows that there is no consistent pattern of unobstructed front yards within the neighborhood, and the placement of a carport should not create an unsightly obstruction that is inconsistent with other front yards.

This zoning request does not compromise or contradict the adopted 2010 Comprehensive Future Land Use and Character Map, which indicates general residential land use for this area, and all other zoning regulations will follow the Residential District 1 (R-1) zoning regulations that already apply to this property. Therefore, staff views this zoning request as appropriate in the context of the ordinance, due to the lack of disruption to the existing streetscape character.

### Requested Action

The applicant is requesting the rezoning of Lot 18, Block 44 in Hamlet Addition Unit No. 5, previously zoned Residential District 1 (R-1), to change to R-1 with a Specific Use Permit (SUP-190) in order to place a carport in their driveway.

### Funding Summary

# Amarillo City Council Agenda Transmittal Memo



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N/A

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## **Community Engagement Summary**

The item was distributed to all applicable internal and external entities. Notices have been sent out to 26 property owners within 200 feet regarding this proposed rezoning. At the time of this writing, the Planning Department has received no comments regarding this request.

The item was recommended for approval by 5:0 vote of the Planning and Zoning Commission at its June 26, 2017 public meeting.

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## **City Manager Recommendation**

Planning Staff has reviewed the associated ordinance and exhibit and recommends the City Council approve the item as submitted.

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ORDINANCE NO. 7674

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SEQUOIA STREET AND BALSAM LANE, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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WHEREAS, the Planning and Zoning Commission has held public hearings on proposed zoning changes on the property hereinafter described and has filed its final recommendation and report on such proposed zoning changes with the City Council; and,

WHEREAS, the City Council has considered the final recommendation and report of the Planning and Zoning Commission and has held public hearings on such proposed zoning changes, all as required by law; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1. The zoning map of the City of Amarillo adopted by Section 4-10 of the Amarillo Municipal Code and on file in the office of the Planning Director is hereby amended to reflect the following zoning use changes:

Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP-190) for a Carport.

SECTION 2. All ordinances and resolutions or parts thereof that conflict with this ordinance are hereby repealed, to the extent of such conflict.

SECTION 3. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect. The Director of Planning is authorized to make corrections and minor changes to the site plan or development documents to the extent that such does not materially alter the nature, scope, or intent of the approval granted by this ordinance.

SECTION 4. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this the \_\_\_\_ day of July, 2017 and PASSED on Second and Final Reading on this the \_\_\_\_\_ day of July, 2017.

\_\_\_\_\_  
Ginger Nelson, Mayor

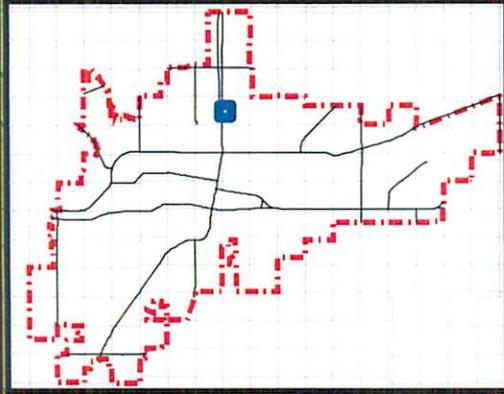
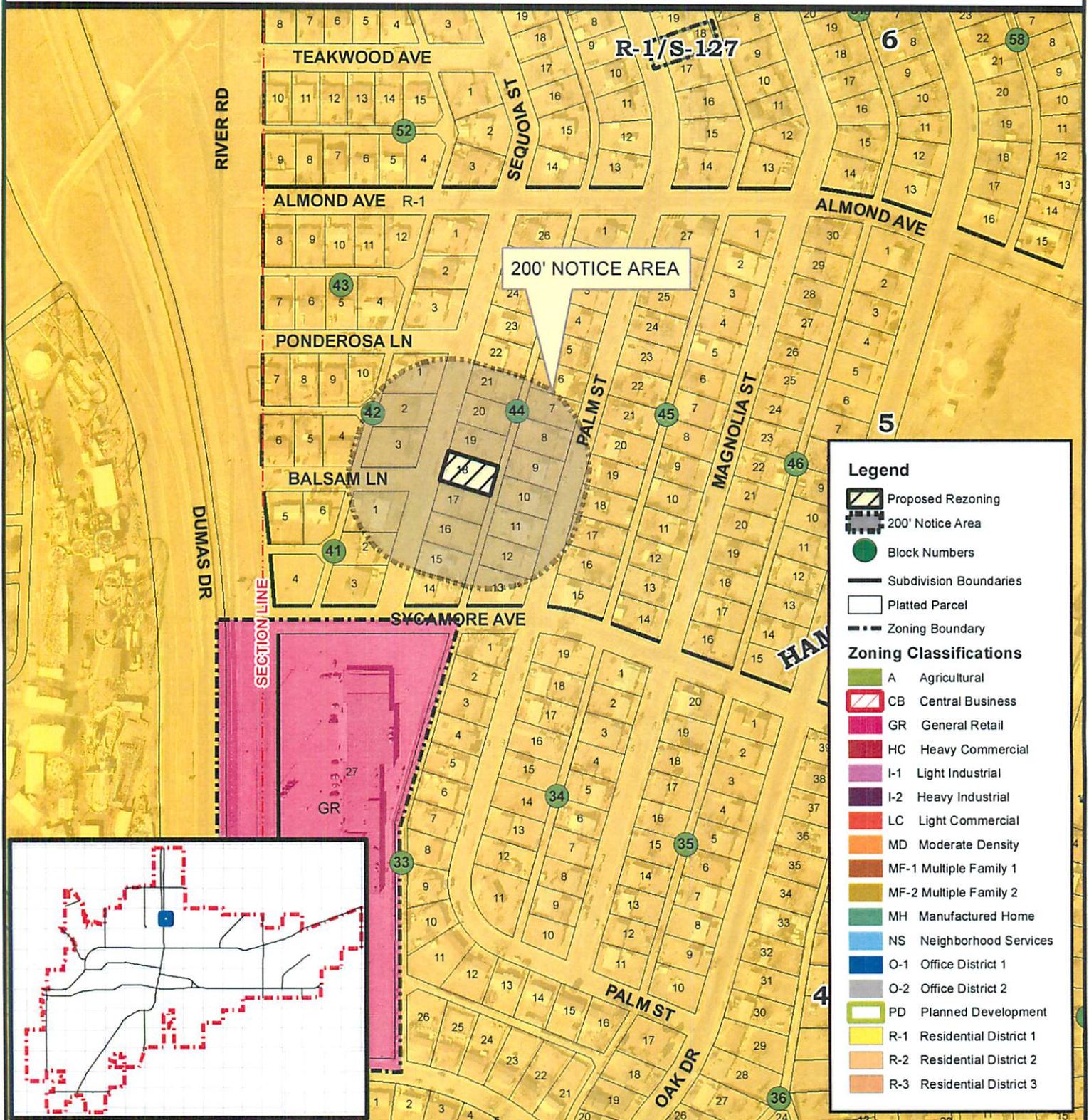
ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
William M. McKamie, City Attorney

**CASE Z-17-12**  
**Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport**



Legend	
	Proposed Rezoning
	200' Notice Area
	Block Numbers
	Subdivision Boundaries
	Platted Parcel
	Zoning Boundary
Zoning Classifications	
	A Agricultural
	CB Central Business
	GR General Retail
	HC Heavy Commercial
	I-1 Light Industrial
	I-2 Heavy Industrial
	LC Light Commercial
	MD Moderate Density
	MF-1 Multiple Family 1
	MF-2 Multiple Family 2
	MH Manufactured Home
	NS Neighborhood Services
	O-1 Office District 1
	O-2 Office District 2
	PD Planned Development
	R-1 Residential District 1
	R-2 Residential District 2
	R-3 Residential District 3

**CITY OF AMARILLO  
 PLANNING DEPARTMENT**

**Scale: 1 inch = 300 feet**  
**Date: 6/2/2017**



**Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport.**

**Applicant: Douglas & Patricia Thomas**

**Vicinity: Sequoia St. & Balsam Ln.**

DISCLAIMER: The City of Amarillo is providing this information as a public service. The information shown is for information purposes only and except where noted, all of the data or features shown or depicted on this map is not to be construed or interpreted as accurate and/or reliable; the City of Amarillo assumes no liability or responsibility for any discrepancies or errors for the use of the information provided.



Looking east from Sequoia Street at the property for consideration.



Looking northeast from Sequoia Street in front of the property of consideration.



Looking northwest across Sequoia Street from the property of consideration



Looking west across Sequoia Street from the property of consideration



Looking south down Sequoia Street from the property of consideration

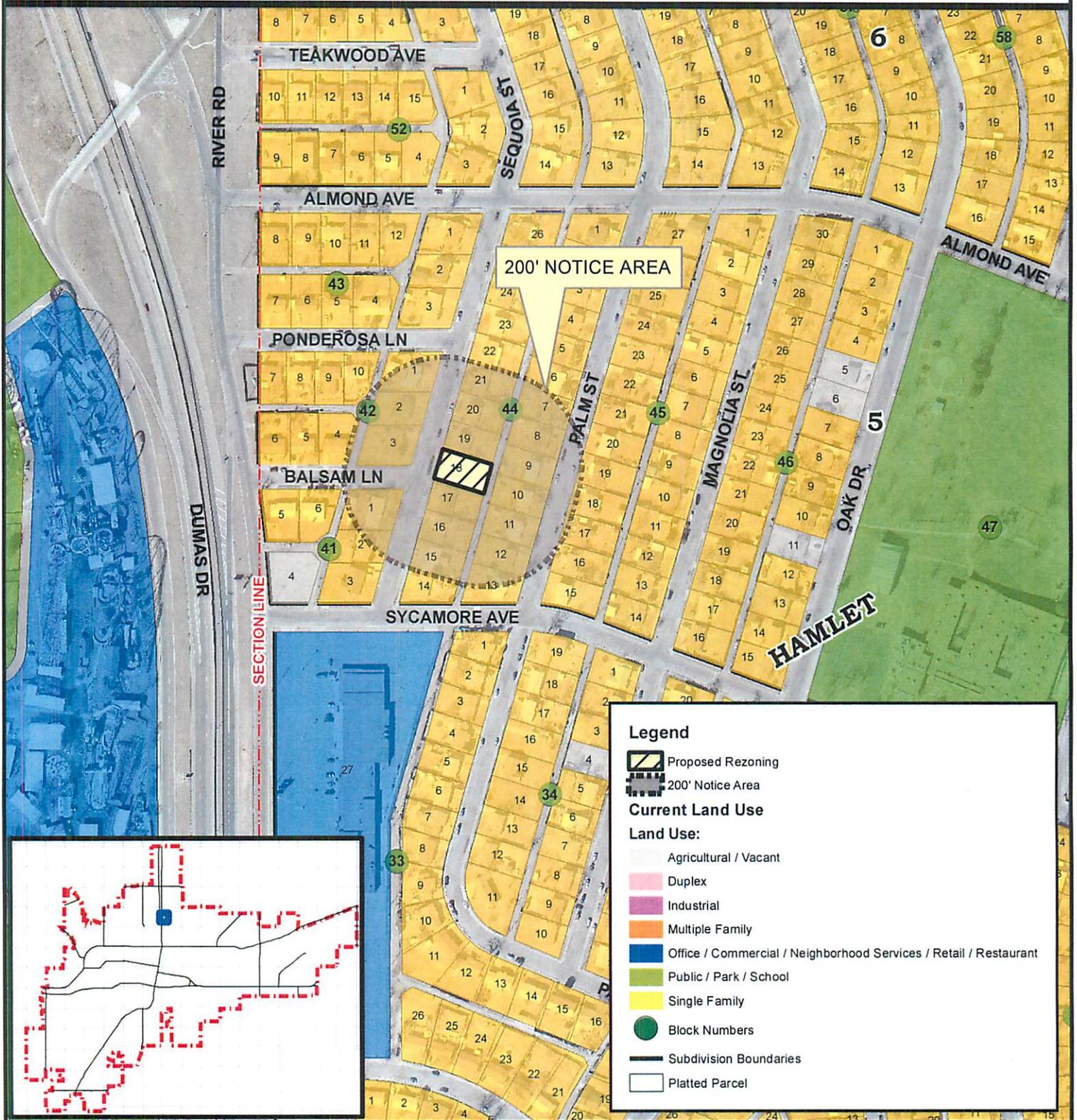


The subject property located at the 2900 Block of Sequoia Street



SUP-127 for a carport located nearby at 3108 Palm Street.

**CASE Z-17-12**  
**Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport.**



**Legend**

- Proposed Rezoning
- 200' Notice Area
- Current Land Use**
- Land Use:**
- Agricultural / Vacant
- Duplex
- Industrial
- Multiple Family
- Office / Commercial / Neighborhood Services / Retail / Restaurant
- Public / Park / School
- Single Family
- Block Numbers
- Subdivision Boundaries
- Platted Parcel

**CITY OF AMARILLO  
 PLANNING DEPARTMENT**

Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport.

**Scale: 1 inch = 300 feet**  
**Date: 6/2/2017**

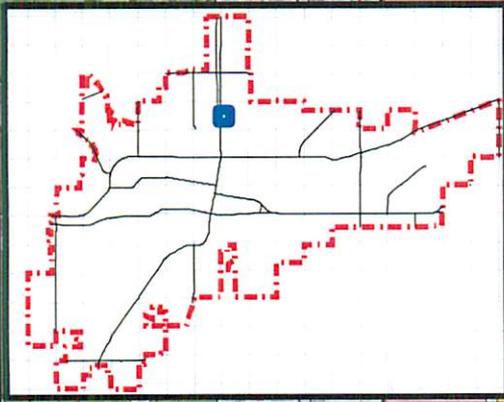
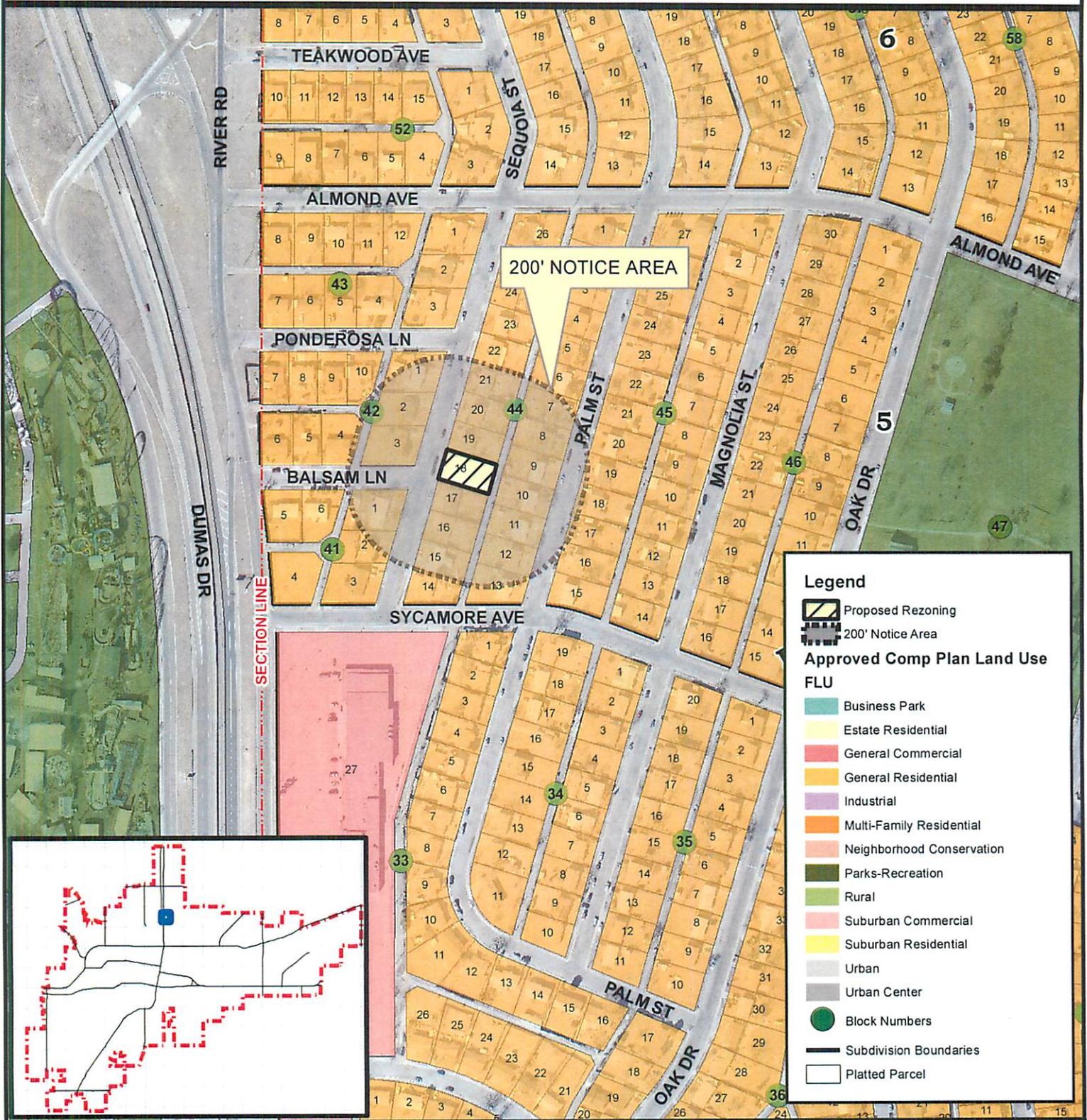


**Applicant: Douglas & Patricia Thomas**

**Vicinity: Sequoia St. & Balsam Ln.**

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**CASE Z-17-12**  
**Residential District 1 (R-1) to Residential District 1 with a**  
**Specific Use Permit (SUP) for a Carport.**



**CITY OF AMARILLO**  
**PLANNING DEPARTMENT**

**Scale: 1 inch = 300 feet**  
**Date: 6/2/2017**



Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport.

**Applicant: Douglas & Patricia Thomas**

**Vicinity: Sequoia St. & Balsam Ln.**

DISCLAIMER: The City of Amarillo is providing this information as a public service. The information shown is for information purposes only and except where noted, all of the data or features shown or depicted on this map is not to be construed or interpreted as accurate and/or reliable; the City of Amarillo assumes no liability or responsibility for any discrepancies or errors for the use of the information provided.



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 11, 2017	<b>Council Priority</b>	Community Appearance
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<b>Department</b>	Planning Department
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## Agenda Caption

Vicinity: NW 9<sup>th</sup> Ave. & N Hughes St.

Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS).

## Agenda Item Summary

Staff's analysis of a zoning change request begins with referring to the Comprehensive Plan's Future Land Use and Character Map in order to identify what it recommends for future land uses in that area. Staff also considers how any zoning change would impact the Comprehensive Plan's recommended Neighborhood Unit Concept (NUC) of development whereby non-residential land uses are encouraged at section-line arterial intersections with a transition to residential uses as development occurs away and inward from the arterial intersections. Staff also considers the principles and recommendations laid out within the Comprehensive Plan, as well existing or current zoning and development patterns in the area.

During the site visit, staff studies conditions in the area. North, east, and west of this property are developed residential uses, and south of this property (across NW 9<sup>th</sup> Avenue) are two vacant lots that the developer plans to purchase and rezone to Neighborhood Service (NS) as well. The lot proposed for rezoning is located in the Miller Heights Subdivision. This particular subdivision was approved and platted in 1902 and was originally developed with residential uses. However, since initial development, this immediate area has transitioned into one that is more commercial than residential in nature, though further north, the traditional neighborhood patterns remain in place.

This rezoning request is inconsistent with the adopted 2010 Comprehensive Future Land Use and Character Map element, which designates this area for a future "General Residential" land use. However, the Comprehensive Plan document itself states (pg 2.13) under "General Residential Characteristics" that, "neighborhood-scale commercial uses are expected to emerge over time and should be encouraged on sites near the edges of general residential areas which are best suited to accommodate such uses while ensuring compatibility with nearby residential uses." The two vacant lots to the south across from NW 9<sup>th</sup> Avenue of this lot are categorized as General Commercial on the future land use map, and therefore, this lot does exist near the edge of a general residential area; furthermore, the NS zoning district is considered to be one of the least intensive commercial zoning districts, providing a higher level of compatibility with residential than most of the other commercial zoning types.

The Neighborhood Unit Concept is also a key piece of the adopted plan, in which zoning transitions from

# Amarillo City Council

## Agenda Transmittal Memo



areas of lower density at section line corners to areas of high density. This concept of development ensures that commercial areas will have less of an impact to residential areas. This concept does affect the Neighborhood Unit Concept as this request does not follow along the section line, since this area was developed before the Neighborhood Unit Concept was adopted by City Council. However, with North Hughes Street being the arterial street instead of North Ong Street (section line) this allows retail and businesses to access these vacant and undeveloped lots. The established commercial activity has previously occurred near the intersection of West Amarillo Blvd. & North Hughes Street, just one block south of this vicinity. So, as such, North Hughes Street in practicality does function as a typical section line would in newer parts of the community.

This rezoning request also follows along some of the principles set forth in the North Heights Neighborhood Plan adopted in January 2017.

- **Page 41.4: "Encourage re-use of vacant major commercial/institutional buildings..."**
  - Building is currently vacant; this rezoning would encourage re-use.
- **Page 42.3: "Encourage programs, services, and activities that engage citizens of all ages."**
  - AABCC plans to host many different services out of this location, with plans for future expansion to offer enhanced programs and services.
- **Page 45.2: "Address dangerous and dilapidated structures both within the neighborhood and major arterials that may be impeding surrounding development."**
  - This building is currently on Building Safety's condemned structures list; adapting the building for reuse and occupation by the applicant would address this (and therefore not impede surrounding development) without the need for demolition.
- **Page 45.6: "Designate key thoroughfares as primary business corridors (Amarillo Blvd. and Hughes Street)"**
  - This rezoning proposal is one block north of West Amarillo Blvd. and located along North Hughes Street; the location of this proposal helps support the emergence of this street as a primary business corridor.

In summary, the application is consistent with most elements of the Comprehensive Plan, and fully consistent with the North Heights Neighborhood Plan, as well as with the current zoning & development patterns of the area, making this request appropriate.

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### Requested Action

The applicant is requesting the rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, previously zoned Multiple-Family District 1 (MF-1), to change to Neighborhood Service (NS) in order to create an office/community center for the Amarillo Area Black Chamber of Commerce.

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### Funding Summary

N/A

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### Community Engagement Summary

The item was distributed to all applicable internal and external entities. Notices have been sent out to

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# Amarillo City Council Agenda Transmittal Memo



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19 property owners within 200 feet regarding this proposed rezoning. At the time of this writing, the Planning Department has received no comments regarding this request.

The item was recommended for approval by 5:0 vote of the Planning and Zoning Commission at its June 26, 2017 public meeting.

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#### **City Manager Recommendation**

Planning Staff has reviewed the associated ordinance and exhibit and recommends the City Council approve the item as submitted.

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ORDINANCE NO. 7673

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF NORTHWEST NINTH AVENUE AND NORTH HUGHES STREET, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission has held public hearings on proposed zoning changes on the property hereinafter described and has filed its final recommendation and report on such proposed zoning changes with the City Council; and,

WHEREAS, the City Council has considered the final recommendation and report of the Planning and Zoning Commission and has held public hearings on such proposed zoning changes, all as required by law; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1. The zoning map of the City of Amarillo adopted by Section 4-10 of the Amarillo Municipal Code and on file in the office of the Planning Director is hereby amended to reflect the following zoning use changes:

Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS).

SECTION 2. All ordinances and resolutions or parts thereof that conflict with this ordinance are hereby repealed, to the extent of such conflict.

SECTION 3. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect. The Director of Planning is authorized to make corrections and minor changes to the site plan or development documents to the extent that such does not materially alter the nature, scope, or intent of the approval granted by this ordinance.

SECTION 4. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this the \_\_\_\_ day of July, 2017 and PASSED on Second and Final Reading on this the \_\_\_\_\_ day of July, 2017.

\_\_\_\_\_  
Ginger Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
William M. McKamie, City Attorney



Looking northeast at the property for consideration



Slightly different angle looking northeast at the property for consideration



Looking north up North Hughes Street from the property for consideration



Looking south down North Hughes Street from the property for consideration



Looking west across North Hughes Street at NW 9<sup>th</sup> Avenue across from the property for consideration



Looking southeast at the property for consideration



Looking to the north at the rear alley from the back yard of the property for consideration



Looking northwest at the backyard of the property for consideration



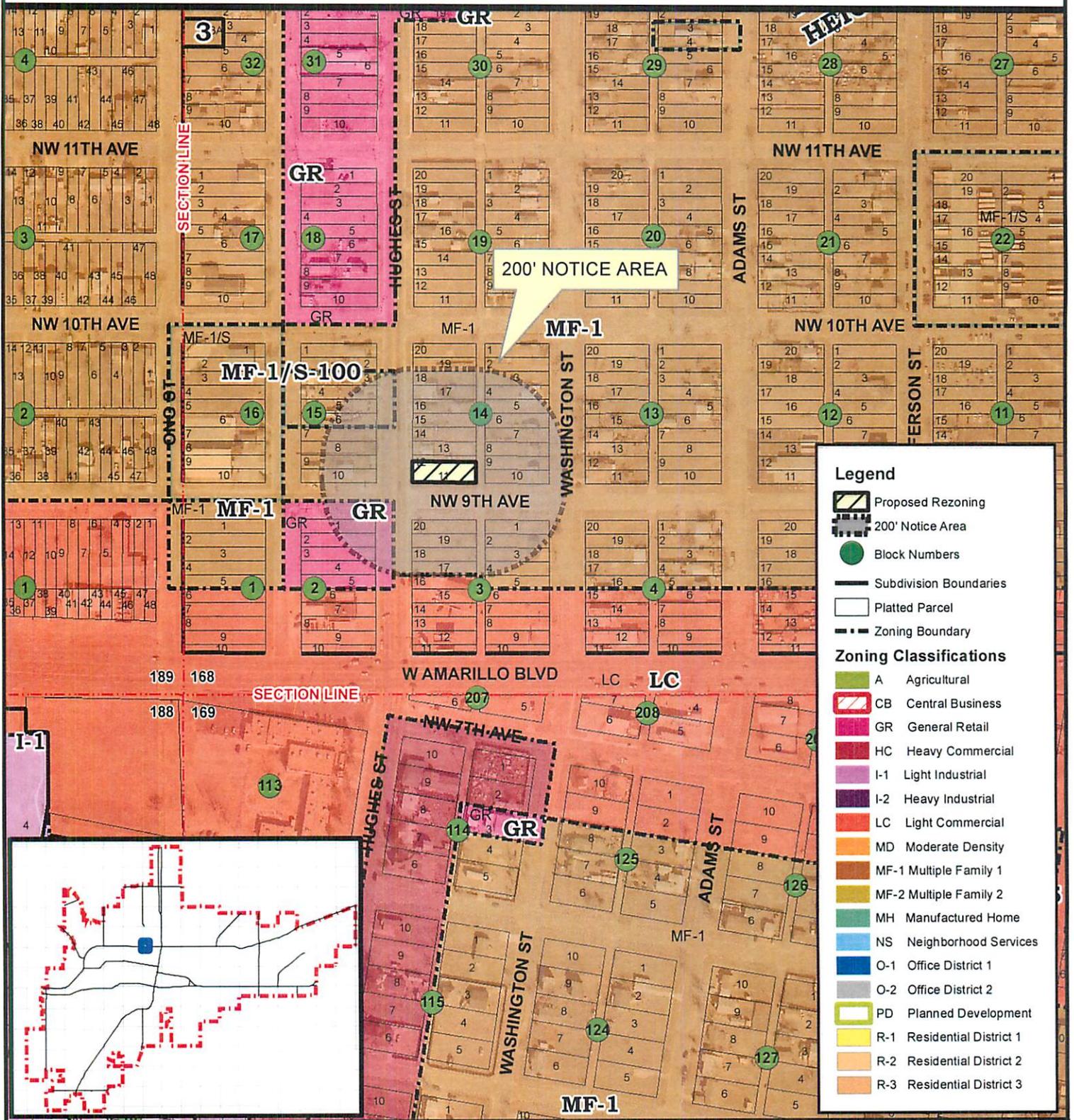
Looking east down NW 9<sup>th</sup> Avenue from the property for consideration



Looking south down the alley from the backyard of the property for consideration

# CASE Z-17-12

## Multiple Family District 1 (MF-1) to Neighborhood Service District (NS)



**Legend**

- Proposed Rezoning
- 200' Notice Area
- Block Numbers
- Subdivision Boundaries
- Platted Parcel
- Zoning Boundary

**Zoning Classifications**

- A Agricultural
- CB Central Business
- GR General Retail
- HC Heavy Commercial
- I-1 Light Industrial
- I-2 Heavy Industrial
- LC Light Commercial
- MD Moderate Density
- MF-1 Multiple Family 1
- MF-2 Multiple Family 2
- MH Manufactured Home
- NS Neighborhood Services
- O-1 Office District 1
- O-2 Office District 2
- PD Planned Development
- R-1 Residential District 1
- R-2 Residential District 2
- R-3 Residential District 3

### CITY OF AMARILLO PLANNING DEPARTMENT

**Scale:** 1 inch = 300 feet  
**Date:** 6/2/2017



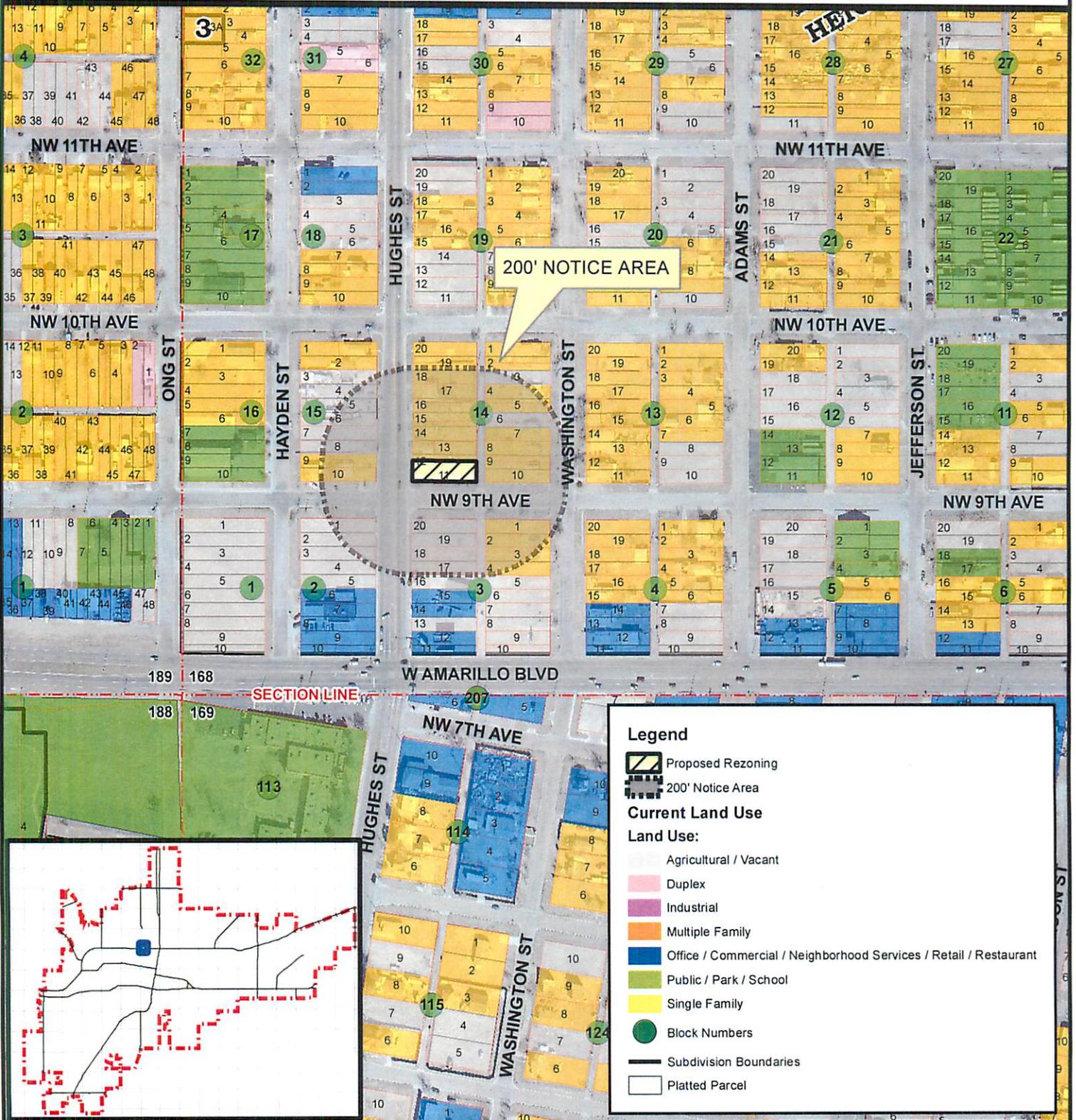
Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS).

**Applicant:** Timothy Gassaway  
**Vicinity:** N Hughes St. & NW 9th Ave.

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# CASE Z-17-12

## Multiple Family District 1 (MF-1) to Neighborhood Service District (NS)



**Legend**

- Proposed Rezoning
- 200' Notice Area
- Current Land Use**
- Land Use:**
- Agricultural / Vacant
- Duplex
- Industrial
- Multiple Family
- Office / Commercial / Neighborhood Services / Retail / Restaurant
- Public / Park / School
- Single Family
- Block Numbers
- Subdivision Boundaries
- Platted Parcel

### CITY OF AMARILLO PLANNING DEPARTMENT

**Scale: 1 inch = 300 feet**  
**Date: 6/2/2017**



Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS).

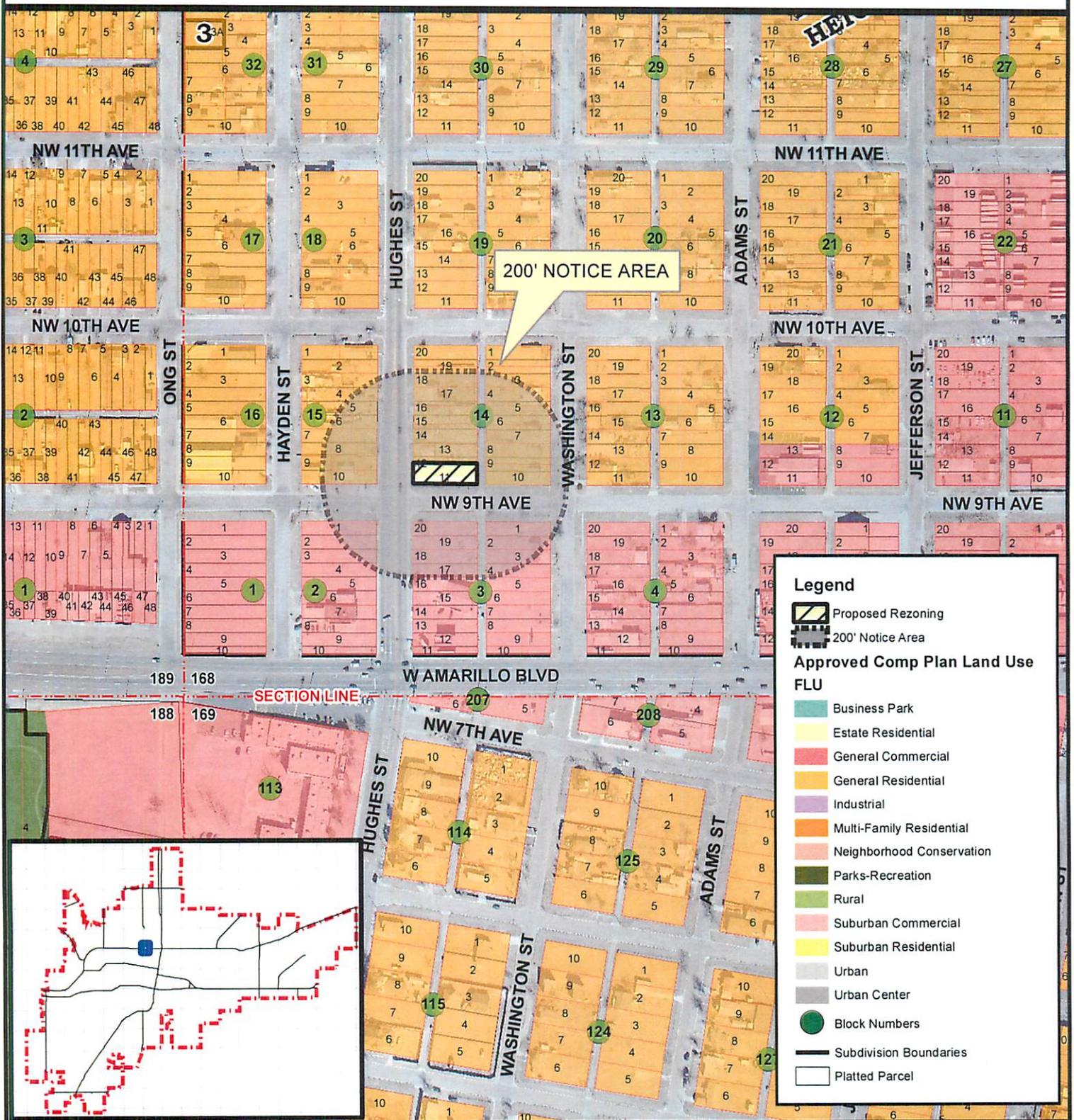
Applicant: Timothy Gassaway

Vicinity: N Hughes St. & NW 9th Ave.

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# CASE Z-17-12

## Multiple Family District 1 (MF-1) to Neighborhood Service District (NS)



### CITY OF AMARILLO PLANNING DEPARTMENT

**Scale: 1 inch = 300 feet**  
**Date: 6/2/2017**



Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS).

Applicant: Timothy Gassaway

Vicinity: N Hughes St. & NW 9th Ave.

DISCLAIMER: The City of Amarillo is providing this information as a public service. The information shown is for information purposes only and except where noted, all of the data or features shown or depicted on this map is not to be construed or interpreted as accurate and/or reliable; the City of Amarillo assumes no liability or responsibility for any discrepancies or errors for the use of the information provided.



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	Best Practices/ Contract Administration
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<b>Department</b>	Civic Center Administration	<b>Contact Person</b>	Sherman Bass
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**Agenda Caption**

Award – Lease and Concessions Agreement for the Amarillo Civic Center Complex to Corkscrew Foods, LLC.

**Agenda Item Summary**

This awards a four-year lease agreement with two two- year renewal options to Corkscrew Foods, LLC and further conveys food and beverage concession rights to Corkscrew Foods, LLC.

**Requested Action**

Award to Corkscrew Foods, LLC

**Funding Summary**

The guaranteed annual minimum payment to the City of Amarillo is \$400,000, consistent with the five-year average for this agreement.

**Community Engagement Summary**

An RFP was issued in April 2017. Feedback from tenants was utilized in the creation of the RFP and the agreement.

**Staff Recommendation**

Staff recommends award to Corkscrew Foods, LLC

**RFP #09-17 AMARILLO CIVIC CENTER COMPLEX CONCESSIONS**

Best and Final Compilation of Points	Points Possible				Total Points Possible	Ranking	Comments
	Technical Proposal	Management proposal	Financial Proposal	Capital Proposal			
<b>Vendor</b>	105	75	90	30	300		
<b>CORKSCREW FOODS, LLC</b>	76	42	90	3	211	1	
<b>Date: 6-23-17</b>							

**PURCHASING DEPARTMENT**

**BID EVALUATION AND RECOMMENDATION FORM**

City Departments **must complete** this form for all bids over \$10,000.00.

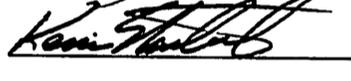
DATE July 5, 2017

Bid Recommendations properly completed and submitted **by the close of business on Wednesday** will be presented to the City Manager's office for consideration of placement on the **following Friday's City Council Agenda**. City Council consideration will occur the Tuesday following placement on the agenda.

BID ITEM Amarillo Civic Center Complex Concessions      BID NO. P09-17

DEPARTMENT Amarillo Civic Center Complex

DEPARTMENT HEAD APPROVAL       DATE July 5, 2017

DIVISION DIRECTOR APPROVAL       DATE July 5, 2017

**REFER TO INSTRUCTIONS ABOVE FOR ASSISTANCE IN COMPLETING THE ITEMS BELOW:**

**1. ITEM USE; PROJECT DESCRIPTION:**

A. Please state what is being purchased and give a detailed project description.

Lease and operation of concessions at the Amarillo Civic Center and the Globe-News Center for the Performing Arts. This is for a period of four years, with two two-year renewal options.

B. Is this purchase an addition, replacement or a one-time purchase? If this is a replacement, please include a description of what is being replaced.

NA

C. Provide a color copy of drawings, sketches, or photos of the items you are recommending. (Capital, equipment, utilities, public works, etc).

NA

**2. BID EVALUATION; RECOMMENDATION:**

A. Vendor name and total dollar amount to be awarded.

Corkscrew Foods, LLC  
Thirty-two percent (32%) of gross receipts from concession (public food and beverage) operations;  
Fifteen percent (15%) of gross receipts, exclusive of gratuity and service charge, from catering operations;  
Forty-five percent (45%) of gross receipts from the sale of beer, wine and alcohol;  
Ten percent (10%) of all gross receipts, exclusive of gratuity and service charge, from outside catering operations when the Civic Center Complex kitchen is used for such catering.  
Guaranteed minimum annual payment of \$400,000.00

It is anticipated that year one of the new lease will remain flat, with small increases in future years.

B. Is it being awarded to the low bidder? If not, why?

It is being awarded to the best respondent.

C. Were specifications met? If not met, what exceptions were taken and accepted?  
Yes

D. Is this vendor proprietary? If item is proprietary, include a detailed justification. At a minimum, state how and why proprietary item is necessary or advantageous.

NA

E. State the last procurement date for this item, if applicable, and indicate the total average percentage of increase or decrease in price since last purchase.

Summer 2011; anticipate the average revenue to remain flat over five-year average.

F. If this is being purchased on any type of contract, (HGAC, Buyboard, etc.), please state why this would be advantageous to the City of Amarillo.

NA

3. **FUNDING SOURCE:**

A. Identify budgeted account, job or grant number(s) including description(s) and indicate if state and/or federal funds will be utilized for this purchase.

This is a revenue contract. Revenues are deposited into Civic Center concessions' revenue accounts.

B. Provide budget account balance. Provide completion status of all job or grant expenditures **showing remaining balance** of job, grant or capital account.

NA

C. Provide a comparison of the actual bid price vs. budget estimate if applicable

NA

D. For job or grant accounts, provide original date that it was set up

NA



# Amarillo City Council Agenda Transmittal Memo



Meeting Date	July 18, 2017	Council Priority	Community Appearance
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Department	Planning Department
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### Agenda Caption

Vicinity: SW 14<sup>th</sup> Ave. & S Jackson St.

Rezoning of Lot 3, Block 185, Plemons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2).

### Agenda Item Summary

Staff's analysis of zoning change requests begins with referring to the Comprehensive Plan's Future Land Use and Character Map in order to identify what it recommends for future land uses. Staff also considers how any zoning change would impact the Comprehensive Plan's recommended Neighborhood Unit Concept (NUC) of development whereby non-residential land uses are encouraged at section-line arterial intersections with a transition to residential uses as development occurs away and inward from the arterial intersections. Staff also considers the principles and recommendations laid out within the Comprehensive Plan, as well existing zoning and development patterns in the area.

During the site visit, Planning Department staff noticed that - in all directions of this property are higher-density residential uses consistent with this proposal; furthermore, this proposal lies in the middle of the established BCS campus area.

This rezoning request is consistent with the adopted 2010 Comprehensive Future Land Use and Character Map, which designates this area for a future "urban" land use. The Comprehensive Plan states that the character and intensity of the land use category would encompass attached residential facilities which meet the urban land use definition.

The Neighborhood Unit Concept is also a key piece of the adopted plan, in which zoning transitions from areas of lower density at section line corners to areas of high density. This concept of development ensures that commercial areas will have less of an impact to residential areas. This concept does affect the Neighborhood Unit Concept as this request does not follow along the section line; however, it is important to note that this area was developed before the Neighborhood Unit Concept was adopted by City Council.

The adopted Comprehensive Plan contains a number of action strategies that are to be followed when making decisions about land use, development, and other community elements. These include:

- Emphasis on infill development and encouraging development in existing undeveloped portions of the city where utility services are already available. (*page 3.3, Growth Management & Capacity*)
- The concept of variety and balance of residences which promotes the development of

# Amarillo City Council Agenda Transmittal Memo



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different types of housing to support a “life-cycle housing” philosophy.

*“This philosophy involves the notion that a wide range of housing types, styles, and price ranges should be available so that residents can readily make lifestyle transitions within their own community as they age (e.g., from “starter” housing, perhaps into a larger dwelling to accommodate a family, then perhaps into an “empty nester” situation, and finally into a down-sized space and/or “assisted living” or full-time care facility as health conditions dictate).” (page 6.18, Housing and Neighborhoods)*

The requested zoning change would create a logical continuation of the MF-2 zoning in the area that the remainder of the BCS campus is already zoned as, and this proposed project use would be allowed within, by right.

---

#### **Requested Action**

The applicant is requesting the rezoning of Lot 3, Block 185, Plemons Unit No. 1, previously zoned Planned Development District (PD-120A), to change to Multiple-Family District 2 (MF-2) in order to expand the current Baptist Community Services Ware Assisted Living Facility.

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#### **Funding Summary**

N/A

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#### **Community Engagement Summary**

The item was distributed to all applicable internal and external entities. Notices have been sent out to 3 property owners within 200 feet regarding this proposed rezoning. At the time of this writing, the Planning Department has received no comments regarding this request.

The item was recommended for approval by 7:0 vote of the Planning and Zoning Commission at its July 10, 2017 public meeting.

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#### **City Manager Recommendation**

Planning Staff has reviewed the associated ordinance and exhibit and recommends the City Council approve the item as submitted.

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ORDINANCE NO. 16715

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF SOUTHWEST FOURTEENTH AVENUE AND SOUTH JACKSON STREET, POTTER COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission has held public hearings on proposed zoning changes on the property hereinafter described and has filed its final recommendation and report on such proposed zoning changes with the City Council; and,

WHEREAS, the City Council has considered the final recommendation and report of the Planning and Zoning Commission and has held public hearings on such proposed zoning changes, all as required by law; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO:

SECTION 1. The zoning map of the City of Amarillo adopted by Section 4-10 of the Amarillo Municipal Code and on file in the office of the Planning Director is hereby amended to reflect the following zoning use changes:

Rezoning of Lot 3, Block 185, Plemons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2).

SECTION 2. All ordinances and resolutions or parts thereof that conflict with this ordinance are hereby repealed, to the extent of such conflict.

SECTION 3. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect. The Director of Planning is authorized to make corrections and minor changes to the site plan or development documents to the extent that such does not materially alter the nature, scope, or intent of the approval granted by this ordinance.

SECTION 4. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading on this the \_\_\_\_ day of July, 2017 and PASSED on Second and Final Reading on this the \_\_\_\_\_ day of July, 2017.

\_\_\_\_\_  
Ginger Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
William M. McKamie, City Attorney



Looking northeast from SW 14<sup>th</sup> Ave (Private Street) at the property for consideration



Looking northwest from SW 14<sup>th</sup> Ave (Private Street) at the property for consideration



Looking west from the property for consideration down SW 14<sup>th</sup> Avenue



Looking south across SW 14<sup>th</sup> Avenue (Private Street) from the property for consideration



Looking southeast down SW 14<sup>th</sup> Avenue (Private Street) from the property for consideration



Looking east at the property for consideration and the existing BCS Ware Assisted Living Facility.

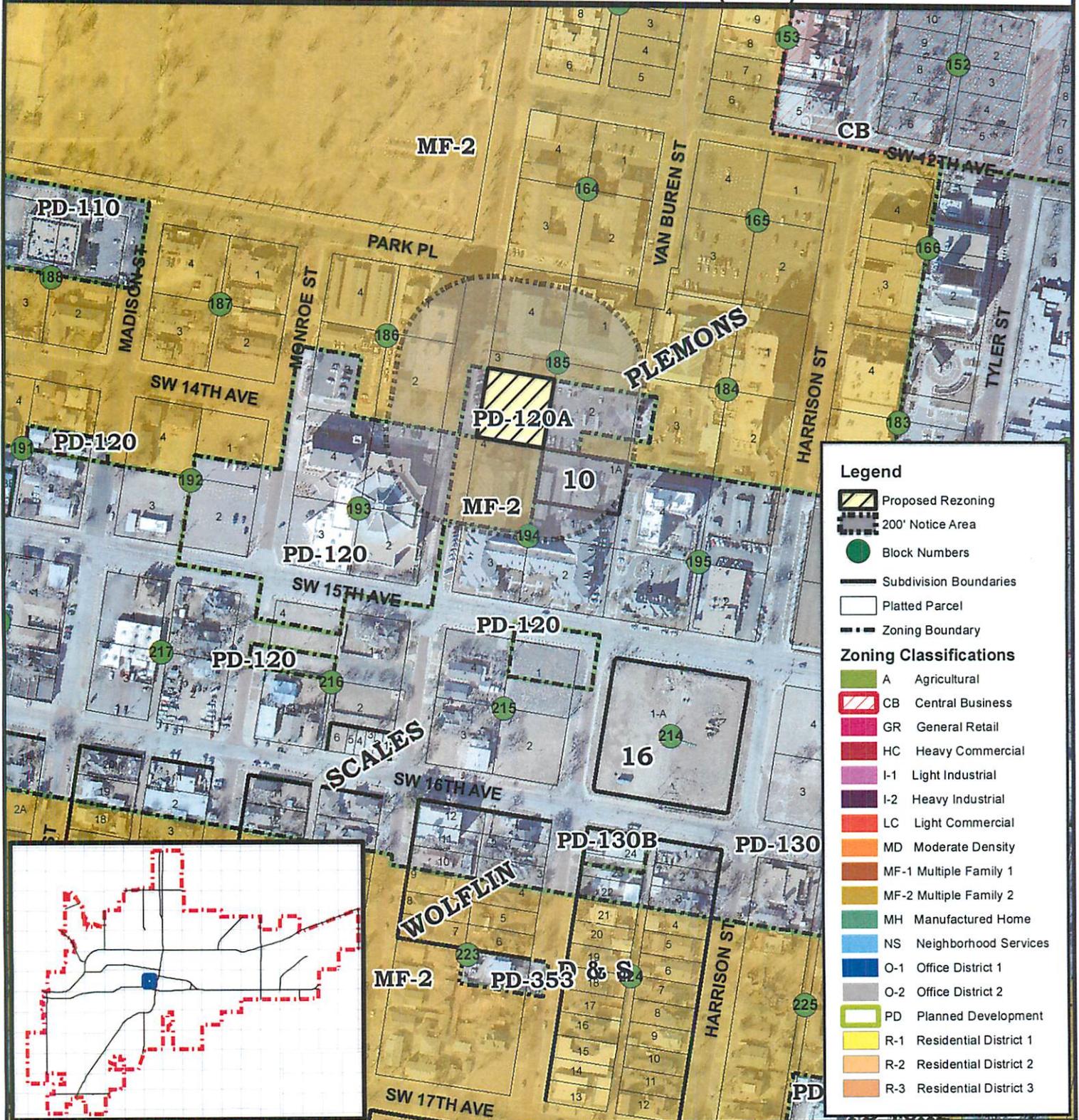


Looking north up South Jackson Street from the property for consideration



Looking south down South Jackson Street from the property for consideration

**CASE Z-17-15**  
**REZONING FROM PLANNED DEVELOPMENT DISTRICT 120A (PD-120A)**  
**TO MULTIPLE FAMILY DISTRICT 2 (MF-2)**



**Legend**

- Proposed Rezoning
- 200' Notice Area
- Block Numbers
- Subdivision Boundaries
- Platted Parcel
- Zoning Boundary

**Zoning Classifications**

- A Agricultural
- CB Central Business
- GR General Retail
- HC Heavy Commercial
- I-1 Light Industrial
- I-2 Heavy Industrial
- LC Light Commercial
- MD Moderate Density
- MF-1 Multiple Family 1
- MF-2 Multiple Family 2
- MH Manufactured Home
- NS Neighborhood Services
- O-1 Office District 1
- O-2 Office District 2
- PD Planned Development
- R-1 Residential District 1
- R-2 Residential District 2
- R-3 Residential District 3

**CITY OF AMARILLO**  
**PLANNING DEPARTMENT**

Rezoning of Lot 3, Block 185, Plemmons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2).

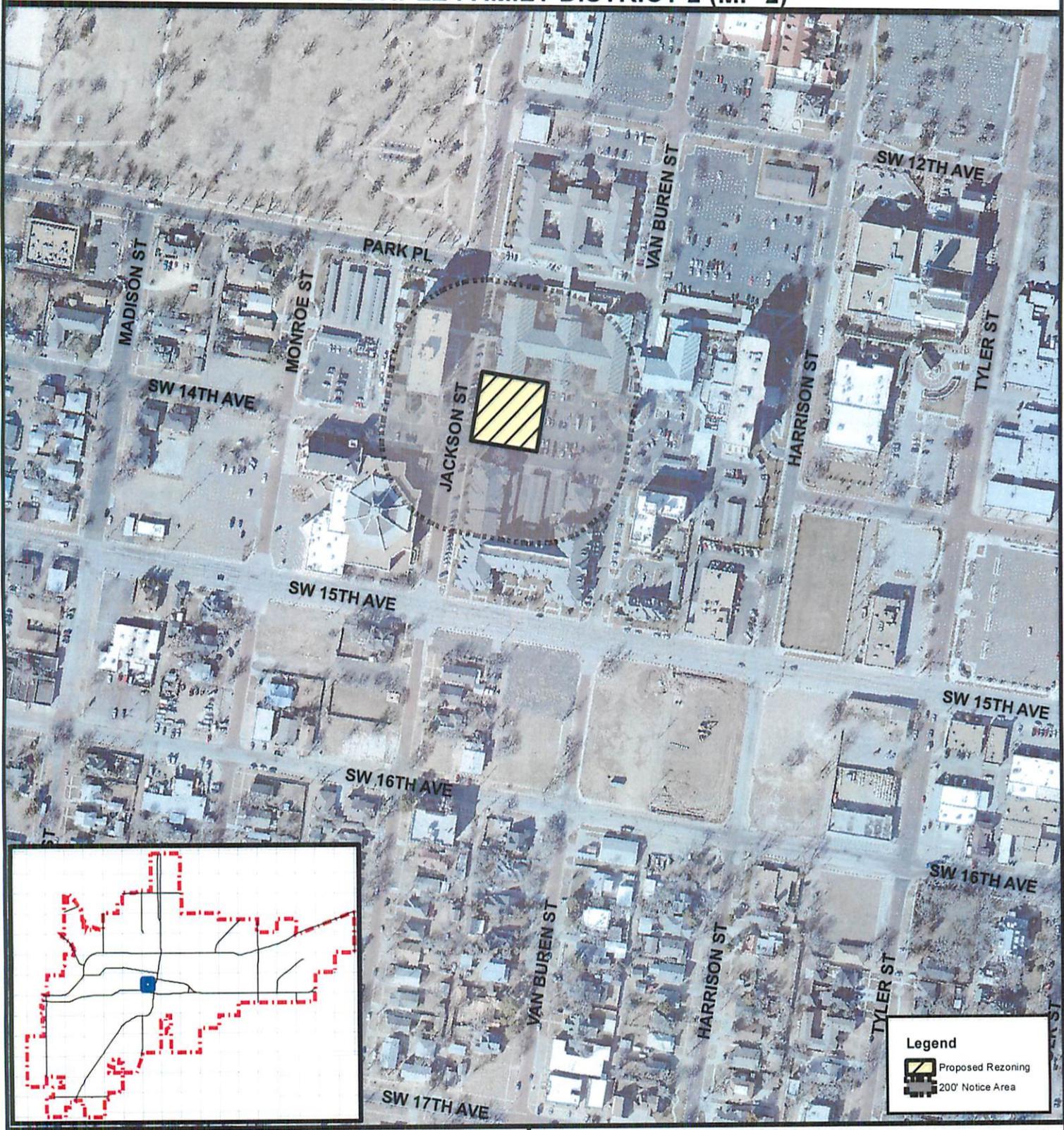
Applicant: Che Shadle  
 Vicinity: SW 14th Ave & S Jackson St

Scale: 1 inch = 300 feet  
 Date: 6/20/2017



DISCLAIMER: The City of Amarillo is providing this information as a public service. The information shown is for information purposes only and except where noted, all of the data or features shown or depicted on this map is not to be construed or interpreted as accurate and/or reliable; the City of Amarillo assumes no liability or responsibility for any discrepancies or errors for the use of the information provided.

**CASE Z-17-15  
 REZONING FROM PLANNED DEVELOPMENT DISTRICT 120A (PD-120A)  
 TO MULTIPLE FAMILY DISTRICT 2 (MF-2)**



**Legend**

-  Proposed Rezoning
-  200' Notice Area

**CITY OF AMARILLO  
 PLANNING DEPARTMENT**

Rezoning of Lot 3, Block 185, Plemons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2).

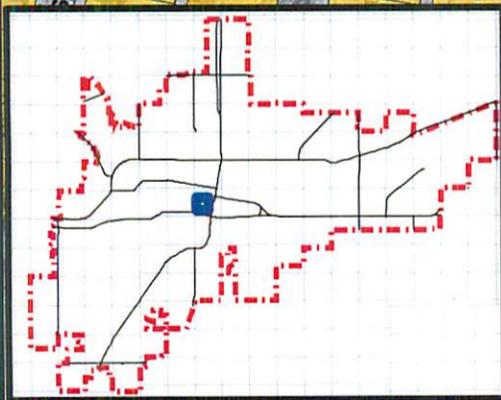
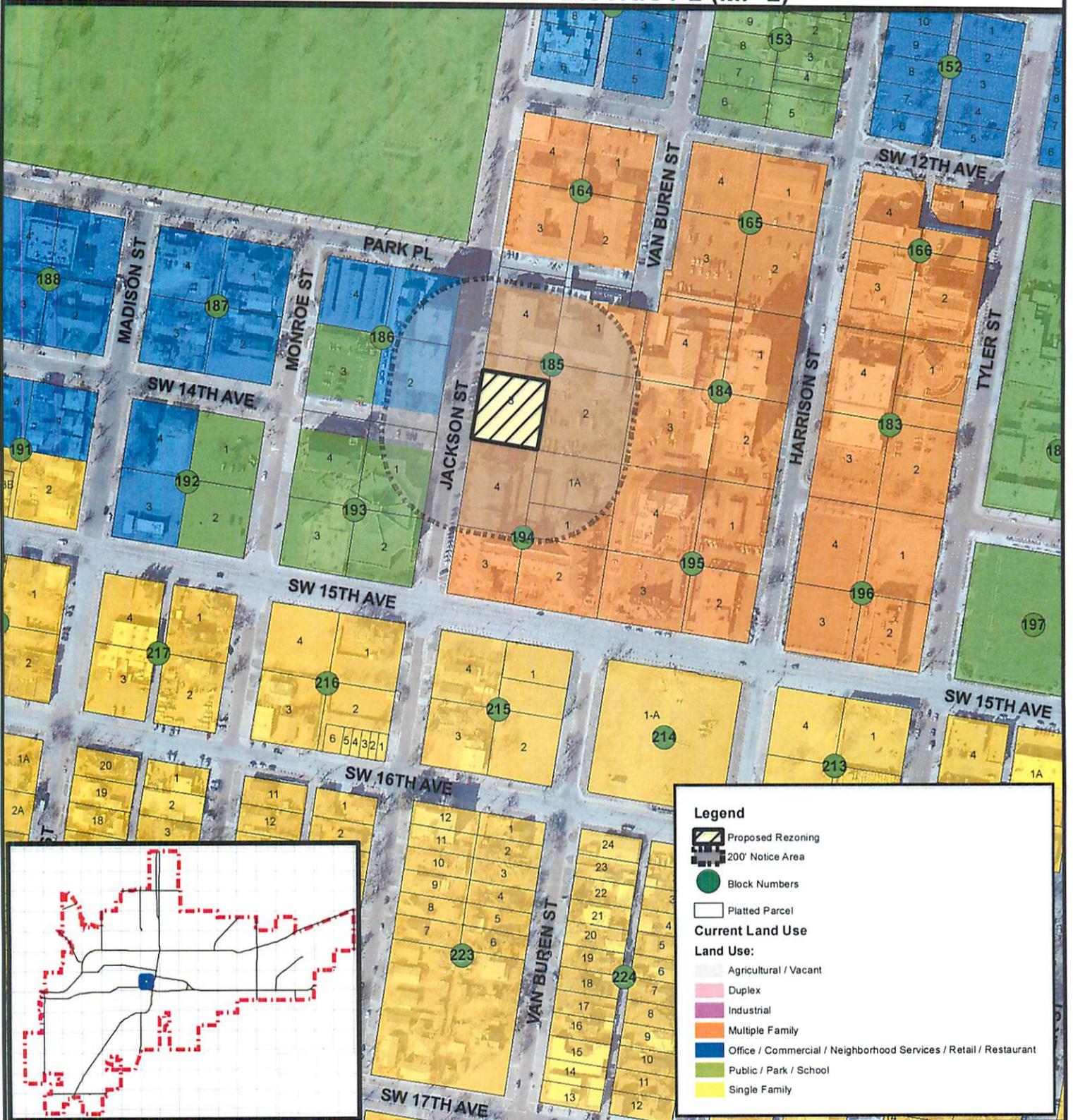
Applicant: Che Shadle  
 Vicinity: SW 14th Ave & S Jackson St

Scale: 1 inch = 300 feet  
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**CASE Z-17-15**  
**REZONING FROM PLANNED DEVELOPMENT DISTRICT 120A (PD-120A)**  
**TO MULTIPLE FAMILY DISTRICT 2 (MF-2)**



**CITY OF AMARILLO**  
**PLANNING DEPARTMENT**

**Scale: 1 inch = 300 feet**  
**Date: 6/20/2017**



Rezoning of Lot 3, Block 185, Plemons Unit No. 1, in Section 170, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Planned Development District 120A (PD-120A) to Multiple Family District 2 (MF-2).

Applicant: Che Shadle

Vicinity: SW 14th Ave & S Jackson St

DISCLAIMER: The City of Amarillo is providing this information as a public service. The information shown is for information purposes only and except where noted, all of the data or features shown or depicted on this map is not to be construed or interpreted as accurate and/or reliable; the City of Amarillo assumes no liability or responsibility for any discrepancies or errors for the use of the information provided.



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	Regular Agenda Item
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<b>Department</b>	Planning Department
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### Agenda Caption

Public hearing to gather comments for and against annexation of a 154.68 acre property situated west of the city limits, and located near the northwest corner of the intersection of Tascosa Rd (also known as RM 1061) and Ravenwood Drive, and north of a westerly projection of Ravenwood Drive.

### Agenda Item Summary

City staff was presented with a petition for annexation of the property described above in 2016. Some issues related to the specific description of property, in order to meet requirements outlined in state law, were addressed and worked through with the applicant. Once the petition was completed, City staff met with the applicant and provided options for proceeding with the annexation.

The annexation is for property described above and specifically shown in the attached exhibits. The property in question is entirely vacant and the property owner is requesting annexation before proceeding with development of the property.

In reaching agreement on proceeding with the petition, the following calendar of annexation proceedings was adopted, as prescribed under Chapter 43 of the Local Government Code.

First public hearing	July 18, 2017
Second public hearing	August 1, 2017
Introduction of annexation ordinance, on first reading	August 22, 2017
Adoption of annexation ordinance, on second reading	August 29, 2017

The Local Government Code authorizes cities to annex sparsely occupied areas on petition of the area's landowner(s). This section (43.028) applies to the annexation of areas that meet the following criteria:

- 1) Is one-half mile or less in width;
- 2) Is within the ETJ (Extra-Territorial Jurisdiction) of the city;
- 3) Is vacant and without residents or on which fewer than three qualified voters reside;
- 4) Is contiguous to the annexing city.

The Local Government Code further allows cities to pursue an annexation that causes an area to be surrounded by the annexing city but would not include that area within the city, when a finding is made that surrounding the area is in the public interest. This section (43.057) applies in this instance, as the property immediately to the southeast of this annexation area (or immediately northwest of the intersection of Tascosa Rd and Ravenwood Dr) is not currently proposed for annexation, and the

# Amarillo City Council

## Agenda Transmittal Memo



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property owner has declined an offer of development agreement. In this case, staff asserts that there is a public interest in proceeding as proposed, especially in light of:

- the City of Amarillo's policy is not to pursue involuntary annexation;
- annexation enables communities to encompass property at or before development occurs, making this a prudent decision as knowledge exists that the property proposed for annexation is intended to be developed in the near future.

Staff does recommend that the neighboring property be annexed in conjunction with development or prior to, when any development application is received for the property.

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### Requested Action

For this hearing, no action is required, other than to open the matter for public hearing to interested parties in accordance with

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### Funding Summary

N/A

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### Community Engagement Summary

As required by the Local Government Code, Section 43.0561, written notices were sent to utility companies, the property owner, and ISDs in the area. Public notice was published in a newspaper of general circulation, notifying the public of this hearing, on July 3<sup>rd</sup>. Public notice was also published to the City of Amarillo's website on July 5<sup>th</sup>.

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### City Manager Recommendation

No recommendation is necessary at this time, as no action will be taken.

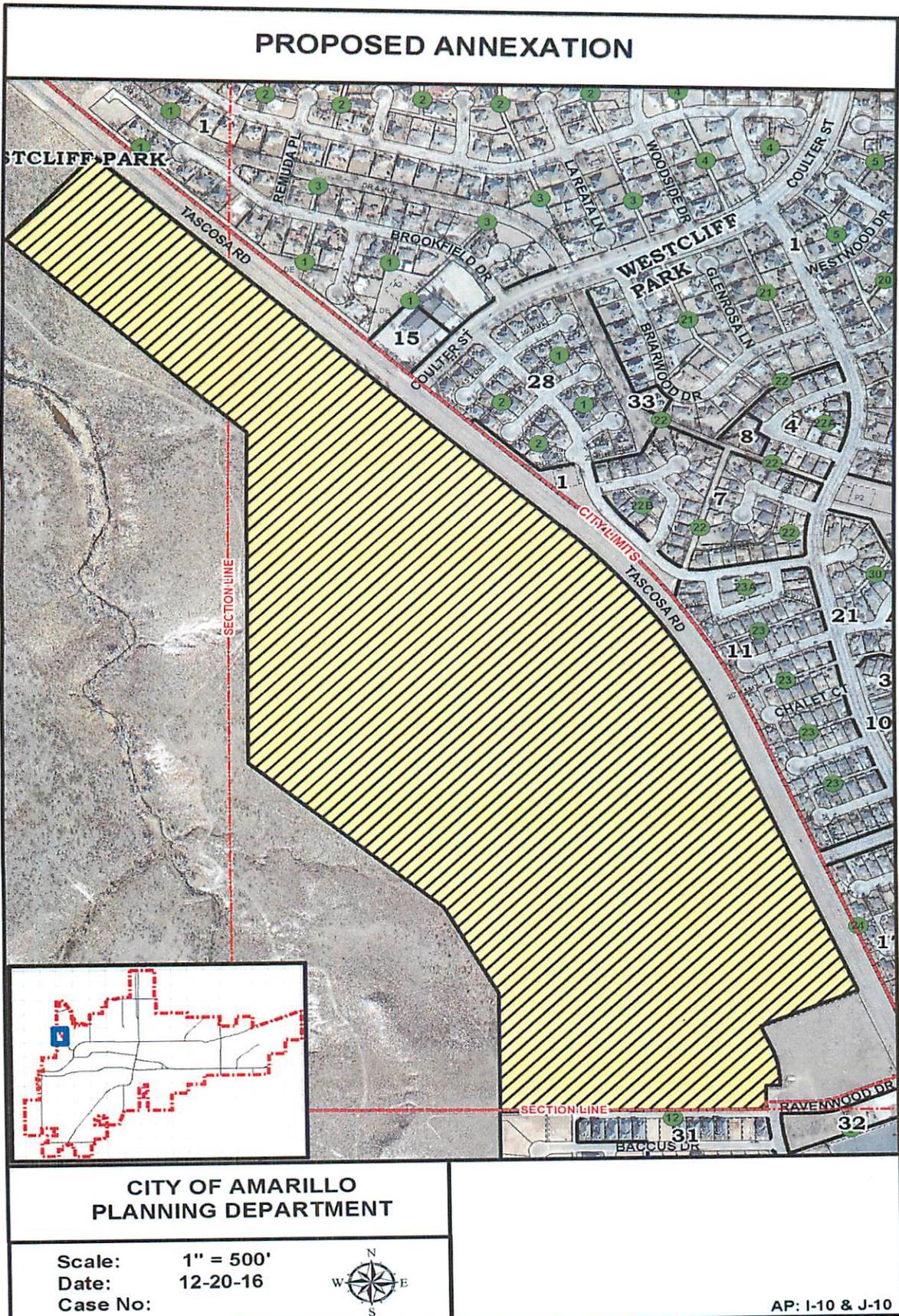
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### Attachments

1. Map of area
  2. Full legal description
  3. Annexation petition
-

# Amarillo City Council Agenda Transmittal Memo



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# Amarillo City Council Agenda Transmittal Memo



**Davis Geomatics, LLC**  
Professional Geomatic Consultants  
J.D. Davis, RPLS, LSLs, CFedS  
Licensed State Land Surveyors  
Colorado•Kansas•Oklahoma•Texas

Professional Land Surveyors

Certified Federal Surveyor

## LEGAL DESCRIPTION

Being a 154.68 acre tract out of a 883.57 acre tract described in a Warranty Deed recorded in Volume 2687, Page 541 of the Official Public Records of Potter County, Texas, situated in Section 24, Block 9, B. S. & F. Survey, Potter County, Texas; said 154.68 acre tract being more particularly described by metes and bounds as follows:

Commencing at an aluminum cap stamped "RPLS 1959", found for the Northwest corner of Section 44, Block 9, B. S. & F. Survey, Potter County, Texas;

Thence South 89°48'18" E, 5355.42 feet to the Northeast Corner of said Section 44, being the Southwest corner of said Section 24, from which a 1/2" iron rod with a cap stamped "RPLS 1583" bears South 00°19'33" East, 202.93 feet and a 1/2" iron rod, found for the Southeast corner of said Section 44 bears South 00°19'33" East, 5369.98 feet;

Thence South 89°40'30" East, along the South line of said Section 24, a distance of 1185.52 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set for the POINT OF BEGINNING of the herein described tract;

THENCE North 00°00'26" East, a distance of 610.01 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set;

THENCE North 28°43'21" West, a distance of 506.43 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set;

THENCE North 49°03'05" West, a distance of 1137.89 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set;

THENCE North 00°14'00" West, a distance of 1690.72 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set;

THENCE North 48°03'04" West, a distance of 1441.81 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set

THENCE North 41°56'56" East, a distance of 579.24 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set; in the Westerly right-of-way line of Tascosa Road (F.M. Highway 1061), being the North corner of the herein described tract, from which a 1/2" iron rod with a cap stamped "RPLS 1583", found and a 5/8" Iron rod with a cap stamped "John Dorsey", found in the North line of Section 45, Block 9, B. S. & F. Survey, Potter County, Texas, Bears North 48°03'04" West, 736.14 feet;

THENCE South 48°03'04" East along the Westerly right-of-way line of said Tascosa Road, a distance of 2804.19 feet to a 1/2" iron rod with a cap stamped "RPLS 2507", found for the beginning of a curve to the right having a circle center which bears South 41°56'21" West, 2804.79 feet;

THENCE Southeasterly continuing along the Westerly right-of-way of said Tascosa Road and said 2804.79 foot radius curve to the right, a chord bearing and distance of South 35°11'13" East, 1249.84 feet, through a central angle of 25°44'52",

# Amarillo City Council Agenda Transmittal Memo



and arc length of 1260.42 feet to a 1/2" iron rod with a cap stamped "RPLS 2507", found, end of curve;

THENCE S 22°19'06" E, 1497.98 feet to a point;

THENCE S 67°42'45" W, 464.45 feet to a point;

THENCE S 22°17'15" E, 125.63 feet to a point;

THENCE South along a curve to the left having a radius of 460.00 feet, a chord bearing and distance of South 09°51'54" East, 197.98 feet for a total arc length of 199.30 feet to a 1/2" iron rod with cap marked "RPLS 2507";

THENCE South 01°00'08" E, 0.24 feet to a point;

THENCE N 87°00'40" W, 59.86 feet to a 1/2" iron rod with a cap stamped "RPLS 2507", found in the West right-of-way line of said Bridlewood Drive, being in a curve to the left having a circle center which bears South 87°21'22" East, 1166.05 feet;

THENCE South easterly along the West right-of-way line of said Bridlewood and said 1166.05 foot radius curve to the left, a chord bearing and distance of South 00°27'02" East, 125.90 feet, through a central angle of 06°11'21", an arc length of 125.96 feet to a 1/2" iron rod with a cap stamped "RPLS 5437", set in the South line of the aforementioned Section 24;

THENCE North 89°40'30" West, along the South line of said Section 24, a distance of 1173.74 feet to the POINT OF BEGINNING.

Said tract contains a computed area of 154.68 acres.

Note: The above description is a compilation of two separate descriptions as found in the Official Public Records of Potter County, Texas making up the above described single tract of land. The descriptions are verbatim where possible. No survey was performed on the ground by this surveyor in an effort to create the combined description.

J.D. Davis, R.P.L.S.  
Texas Registration Number 5626  
Amarillo, Texas



DAVIS GEOMATICS, LLC  
PROFESSIONAL GEOMATIC CONSULTANTS  
616 N. Polk Street, Amarillo, Texas 79107 • P.O. Box 4061, Amarillo, Texas 79116  
866-570-0169 • 806-374-4334 • Fax 806-359-0686 • [www.geopro.us](http://www.geopro.us)  
Texas Professional Surveying Firm No. 100828-00

# Amarillo City Council Agenda Transmittal Memo



DEVELOPMENT SERVICES

## ANNEXATION APPLICATION

**MINIMUM SUBMITTAL REQUIREMENTS:**

Letter requesting annexation

Application provided by City of Amarillo completed in full. This application must be used and may not be adjusted or altered. Please attach pages if additional information is provided.

Acreage with metes and bounds description and/or legal description

Electronic Submittal

I request the annexation of 154.59 acres in Section(s) 24, Block 9,  
BS&F Survey, Potter County, Texas.  
 Tax I.D. No.: 463-70-2225 Total Acreage: 154.59  
 Land Use: (Existing) Agricultural

Property Owner(s): Jim and Judy Morgan  
 Firm Name (if applicable): \_\_\_\_\_  
 Address: #1 Oak Hollow Texarkana, TX 75503  
 Telephone: (903) 792-0134 Email: jamesmorgandds@mac.com

Owner's Surveyor (If applicable)  
 Firm Name (if applicable): David miller Surveying, PLLC  
 Address: 4211 I-40 West, Suite 101 Amarillo, TX 79106  
 Primary Contact Name: David Miller  
 Telephone: (806) 236-4621 Email: \_\_\_\_\_  
 Secondary Contact Name: \_\_\_\_\_  
 Telephone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**CERTIFICATION**  
 I hereby certify that the above information and any attached documents are true and correct to the best of my knowledge.  
 Owner's Printed Name: Jim Morgan  
 Owner's Signature: *Jim Morgan* Date: 14 Apr. 16  
 If applicable:  
 Surveyor's Printed Name: \_\_\_\_\_  
 Surveyor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICATION IS NOT VALID WITHOUT COMPLETION OF ALL PAGES AND SIGNATURES





# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	Address Disadvantaged Areas
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<b>Department</b>	Community Development	<b>Contact Person</b>	James Allen, 378-3023
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**Agenda Caption**  
2017 and 2018 Emergency Solutions Grant Application

**Agenda Item Summary**  
The Emergency Solutions Grant is a HUD funded program passed through the Texas Department of Housing and Community Affairs to provide services to persons experiencing homelessness. The Amarillo Continuum of Care for the Homeless is eligible to receive an Emergency Solutions Grant award up to \$314,449 for fiscal years 2017 and 2018. The Grant will provide operating expenses and essential services at emergency shelters, homeless prevention and homeless rapid re-housing.

**Requested Action**  
Place on the Consent Agenda to authorize submission of the Emergency Solutions Grant Application to the Texas Department of Housing and Community Affairs and approve city management to execute subsequent funding contracts with the Texas Department of Housing and Community Affairs.

**Funding Summary**  
The Emergency Solutions Grant will fund Homeless Services to the following agencies:

- Salvation Army – Emergency Shelter Essential Services - \$7,000
- Salvation Army – Emergency Shelter Operations - \$20,000
- Salvation Army – Homeless Prevention - \$44,359
- Salvation Army – Homeless Rapid Re-Housing - \$28,000
- Guyon Saunders Homeless Dayroom - Emergency Shelter Operations - \$25,000
- Family Support Services – Emergency Shelter Operations - \$16,000
- City of Amarillo – Admin - \$5,090
- City of Amarillo-Shelter Plus Care Rental Assistance- \$169,000

**Community Engagement Summary**  
The Amarillo Continuum of Care solicits applications from homeless service providers and reviews funding requests to recommend a collaborative application to be submitted to Texas Department of Housing and Community Affairs.

**Staff Recommendation**  
It is recommended that the Community Development Department as the lead agency of the Amarillo Continuum of Care submit the 2017 and 2018 Collaborative Application for Emergency Solutions Grant to the Texas Department of Housing and Community Affairs.



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	Regular Agenda Item
---------------------	---------------	-------------------------	---------------------

<b>Department</b>	Planning Department
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### Agenda Caption

Vicinity: A entire block segment of Meadow Drive between SW 34<sup>th</sup> Ave and S Western St

Consideration of and direction to City staff regarding a request from Officer William Roper to initiate renaming a Meadow Drive to Justin Scherlen Drive.

### Agenda Item Summary

Amarillo Police Officer William Roper independently approached the Planning Department about renaming Meadow Drive to Scherlen Drive, in honor of Officer Justin Scherlen who passed away late last year. The significance of this particular street in Amarillo is that his parents still live there on Meadow Drive.

Planning staff has talked with Officer Roper, and in accordance with the adopted City of Amarillo street renaming policy adopted in November of 2016, has placed the item on the agenda in order to present the initial idea to the Council and seek their direction as to whether or not to initiate the process.

As a reminder, the renaming policy includes extensive notification and comment within the COA organization as well as with outside agencies, written and published notices, a public information meeting to collect public comments and questions, and a final presentation to Council for their action.

### Requested Action

The applicant is requesting that the City Council direct staff to proceed with the process of renaming this street segment, in accordance with adopted policy.

### Funding Summary

N/A

### Community Engagement Summary

Community engagement will take place if the direction is to initiate the process.

### City Manager Recommendation

It is recommended that the City Council give authorization to proceed.

# Amarillo City Council Agenda Transmittal Memo



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## Attachments

1. Letter from Officer William Roper
  2. Map of area in question
-

# Amarillo City Council Agenda Transmittal Memo



To whom it may concern:

My name is William Roper and I am a Police Officer for the Amarillo Police Department. I am writing you with a request to change the name of a street to that of our most recent Fallen Officer, Justin Scherlen.

Justin and his family grew up on Meadow in Amarillo, and his parents still live there today. Justin was more to many people in the city than just another Police Officer. He helped so many in more ways than many of us ever knew. He was a mentor to many officers for work and even personal issues. He touched the lives of people he met on or off duty. He was a man of God and his actions and interactions with others reflected this.

During his recovery after his accident, a homeless woman heard about what happened to Officer Scherlen. She came in and donated the change in her pocket. She told of a story about how Justin would come by and check on her often, and how he was generally concerned about her welfare. He made a difference in her life as he did with many others and this is just one of so many stories shared about Justin.

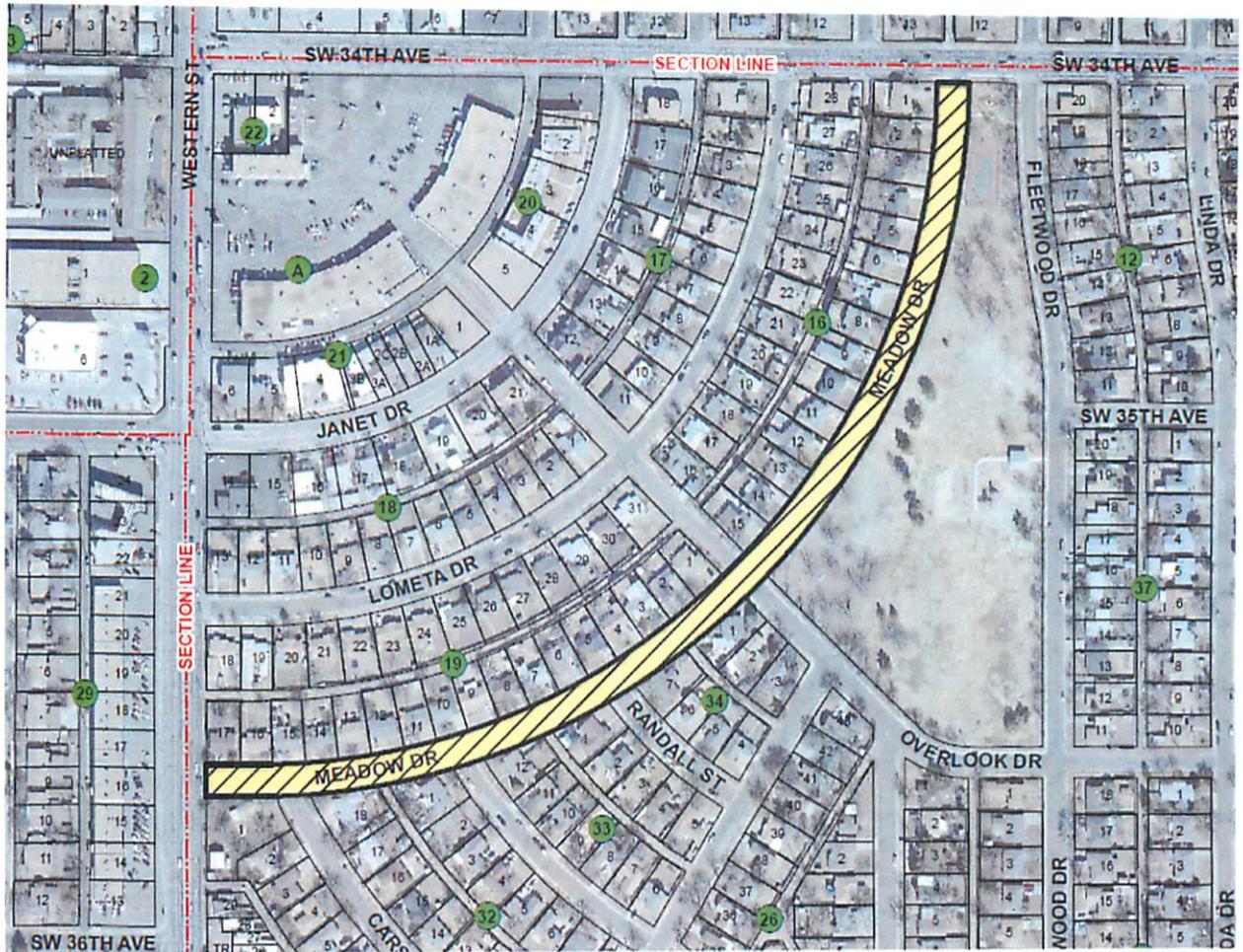
While we do have a memorial at our department for Fallen Officers, Justin was, a cut above, as some people would say. We would like something not only for the Police Department to see, but also for the citizens who he affected daily to see. I feel that it is only fitting that the neighborhood that saw him grow up to be the man he was should have his name on their street sign. This street is also connected to the park of the neighborhood and would also be reminder to those in the area visiting the park about him.

We would appreciate your consideration in renaming this street to J. Scherlen.

Thank you for your consideration:

Ofc William Roper

# Amarillo City Council Agenda Transmittal Memo



To whom it may concern:

My name is William Roper and I am a Police Officer for the Amarillo Police Department. I am writing you with a request to change the name of a street to that of our most recent Fallen Officer, Justin Scherlen.

Justin and his family grew up on Meadow in Amarillo, and his parents still live there today. Justin was more to many people in the city than just another Police Officer. He helped so many in more ways than many of us ever knew. He was a mentor to many officers for work and even personal issues. He touched the lives of people he met on or off duty. He was a man of God and his actions and interactions with others reflected this.

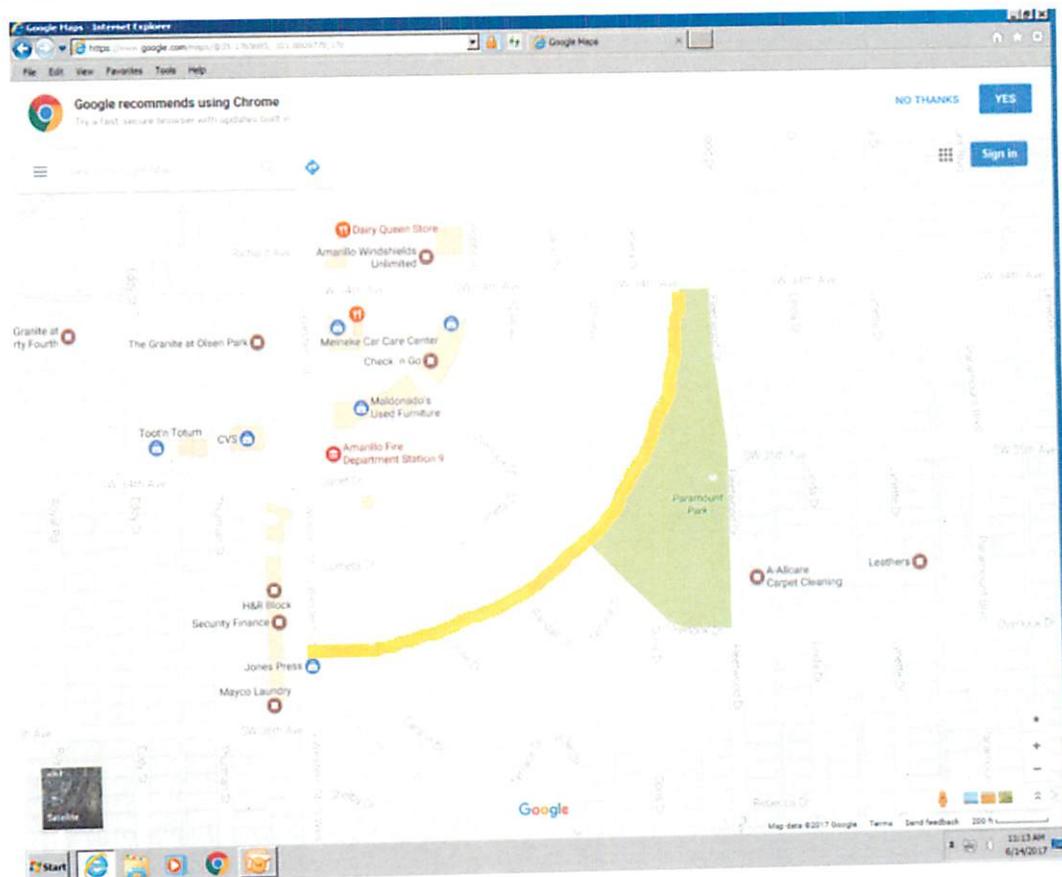
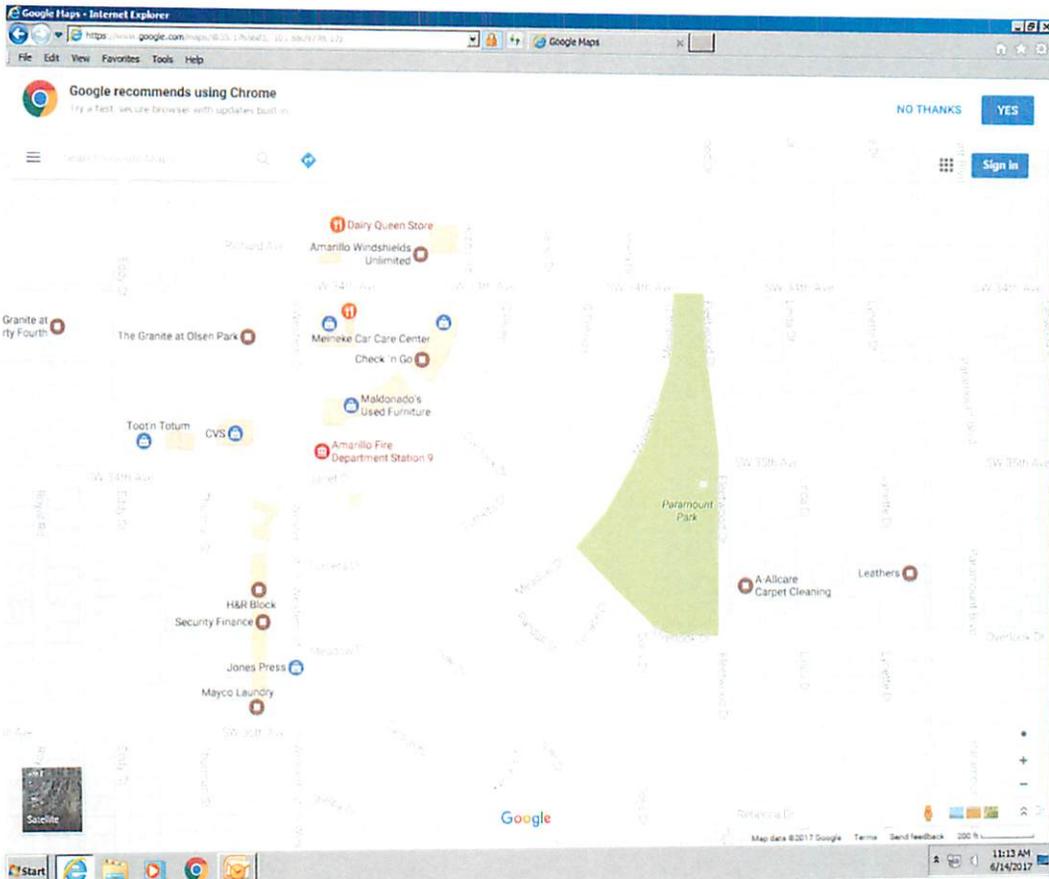
During his recovery after his accident, a homeless woman heard about what happened to Officer Scherlen. She came in and donated the change in her pocket. She told of a story about how Justin would come by and check on her often, and how he was generally concerned about her welfare. He made a difference in her life as he did with many others and this is just one of so many stories shared about Justin.

While we do have a memorial at our department for Fallen Officers, Justin was, a cut above, as some people would say. We would like something not only for the Police Department to see, but also for the citizens who he affected daily to see. I feel that it is only fitting that the neighborhood that saw him grow up to be the man he was should have his name on their street sign. This street is also connected to the park of the neighborhood and would also be reminder to those in the area visiting the park about him.

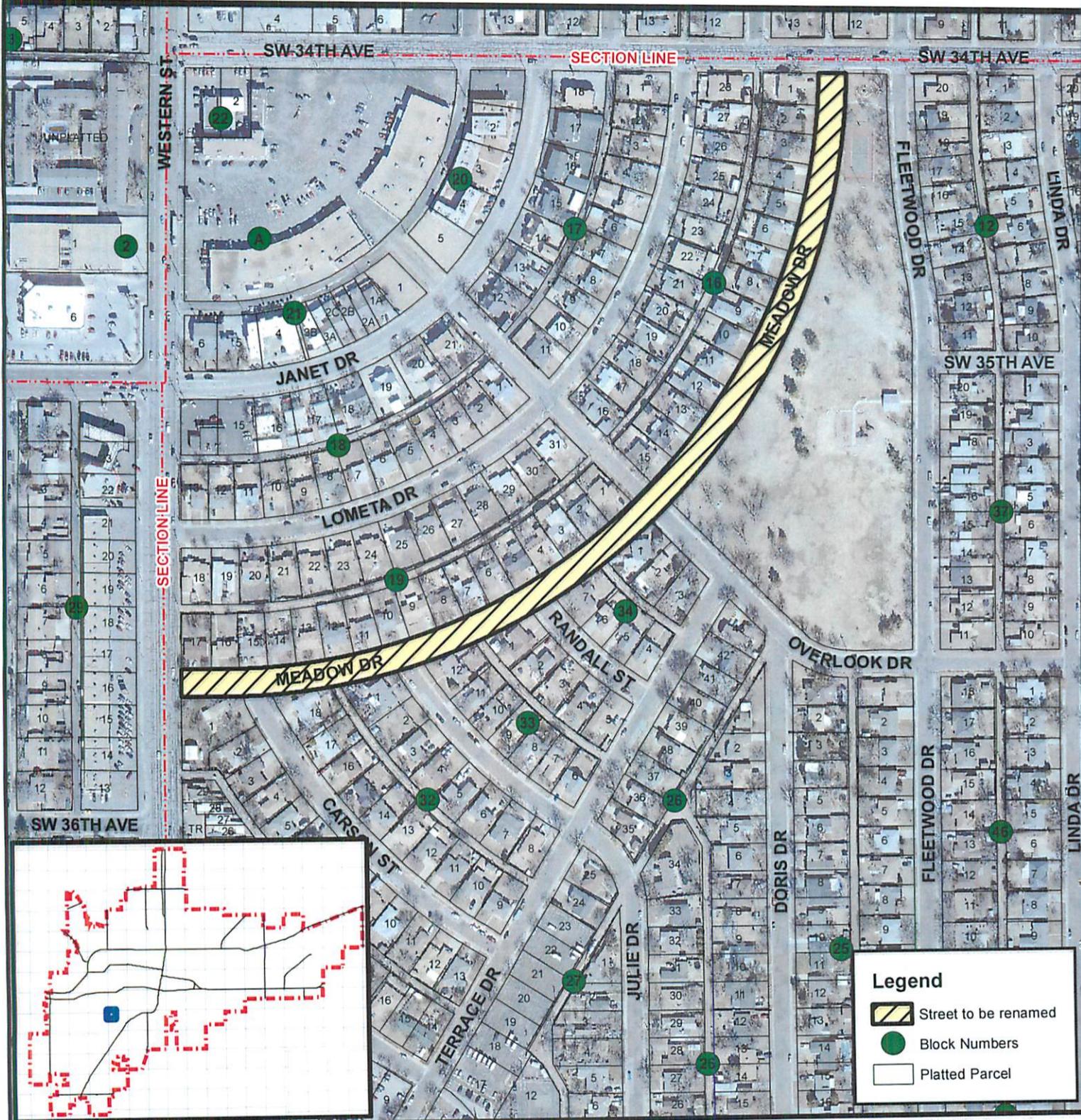
We would appreciate your consideration in renaming this street to J. Scherlen.

Thank you for your consideration:

Ofc William Roper



# CASE M-17-03 RENAMING OF MEADOW DR TO SCHERLEN DR



**CITY OF AMARILLO  
PLANNING DEPARTMENT**

Street name change request to rename the entire Meadow Drive to Scherlen Drive, in Section 228, Block 2, AB&M Survey, Randall County, Texas

Applicant: William Roper

Vicinity: Western St & SW 34th Ave

Scale: 1 inch = 300 feet  
Date: 7/11/2017



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# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	07/18/2017	<b>Council Priority</b>	Long Term Plan for Infrastructure
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<b>Department</b>	Aviation
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### Agenda Caption

Award Bid No. 5777 – Mechanical Systems Upgrade Boiler Package for Airport  
Total Bid Amount: \$282,978.00 to be awarded to John R. Neal & Associates

### Agenda Item Summary

This item is award of the bid for the terminal boiler replacement procurement package. Included in the bid scope were the following items:

1. Five natural gas-fired condensing boilers with interface capabilities to the existing environmental control software.
2. Five motorized control vent dampers.
3. Complete vent system with all necessary accessories to connect to roof discharge.
4. Five inline heating hot water circulation pumps for the five new boilers.

Current boilers are at end-of-life and in need of replacement.

### Requested Action

Award bid for total contract in the amount of \$282,978.00 to John R. Neal & Associates.

### Funding Summary

Funding for this project will be from project 540140 Terminal Boiler Replacement Project. This project is in the Airport's 16/17 CIP budget.

### Community Engagement Summary

N/A.

### Staff Recommendation

Staff recommends the award of bid no. 5777 in full to John R. Neal & Associates.

Bid No. 5777 MECHANICAL SYSTEMS UPGRADE BOILER PACKAGE FOR AIRPORT  
Opened 4:00 p.m. June 10, 2017

To be awarded as one lot JOHN R NEAL & ASSOCIATES

Line 1 Terminal Boiler Procurement, per specifications

1 ea	\$282,978.000	
Unit Price		282,978.00
Extended Price		
Bid Total		282,978.00

Award by Vendor 282,978.00



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	N/A
---------------------	---------------	-------------------------	-----

<b>Department</b>	Utility Billing
<b>Contact</b>	Jennifer Gonzales

### Agenda Caption

Award – Professional Services for the City of Amarillo for the folding, inserting, and sealing services for the general mail. Award RFP 16-17 to Panhandle Presort Services in the amount of \$325,000 per year.

### Agenda Item Summary

Award RFP 16-17 Professional Services for the City of Amarillo for the folding, inserting, and sealing services for the general mail.

### Requested Action

Consider approval and award for the Professional Services for the City of Amarillo folding, inserting, and sealing services for general mail.

### Funding Summary

Funding for this item is through the Utility Billing postage account 52100.61200

### Community Engagement Summary

N/A

### Staff Recommendation

City Staff is recommending approval and award of the contract.

**Proposal P16-17 Folding, Inserting and Sealing Services & Metering Services for General Mail**

**Tabulation Compilation with Breakdown by Evaluator**

	Company	Total Points Possible:	100.00	100.00	100.00	100.00	100.00	Total	Average	Rank	Comments
	Panhandle Presort Services LTD.		90.00	96.00	80.00	80.00	266.00	46.26%	1		

Total Points Possible = 300

Tim Holman, Central Stores Superintendent

Valerie Kuhnert, City Auditor

Jennifer Gonzalez, Utility Billing Manager



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	July 18, 2017	<b>Council Priority</b>	N/A
---------------------	---------------	-------------------------	-----

<b>Department</b>	Purchasing
<b>Contact</b>	Trent Davis

### Agenda Caption

Award – City of Amarillo Auctioneering Services to Assiter Auctioneers.

### Agenda Item Summary

Award of City of Amarillo Auctioneering Services for use by the Purchasing Department for the disposal of surplus property, vehicles and police seized property. The City of Amarillo will utilize the auctioneering services contract to dispose of all City surplus property, vehicles and police seized property. The revenue that the city receives for this contract is distributed to the appropriate accounts. This award is to approve a contract for Auctioneering Services.

### Requested Action

Consider approval and award for the City of Amarillo Auctioneering Services.

### Funding Summary

The revenue generated from Auctioneering Services will be dispersed to the appropriate accounts

### Community Engagement Summary

N/A

### Staff Recommendation

City Staff is recommending approval and award of the contract.





STATE OF TEXAS §  
 COUNTIES OF POTTER §  
 AND RANDALL §  
 CITY OF AMARILLO §

On the 26<sup>th</sup> day of June, 2017, the Amarillo Planning and Zoning Commission met in a work session at 2:45 PM to review agenda items, then convened in regular session at 3:00 PM in the City Council Chamber on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Mike Good, Vice-Chairman	Y	118	83
Dean Bedwell	Y	203	192
Rob Parker, Chairman	N	71	58
Rick Thomason	Y	41	34
Bowden Jones	Y	32	24
Dick Ford	N	16	11
Terry Harman	Y	15	15

PLANNING DEPARTMENT STAFF:  
 AJ Fawver, AICP, CNU-A, Planning Director                      Jeffery English, Planner I  
 Jan Sanders, Recording Secretary

Vice-Chairman Good opened the meeting, established a quorum and conducted the consideration of the following items in the order presented. Jeffrey English gave the recommendation for the agenda items.

ITEM 1: Public Comment: Citizens who desire to address the Planning and Zoning Commission with regard to matters on the agenda or having to do with policies, programs, or services will be received at this time. The total time allotted for comments is three (3) minutes per speaker. Planning and Zoning Commission may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff.  
*(Texas Attorney General Opinion. JC-0169)*

No comments were made.

ITEM 2: Approval of the minutes of the June 12, 2017 meeting.

A motion to approve the minutes of the June 12, 2017 meeting was made by Commissioner Thomason, seconded by Commissioner Bedwell, and carried unanimously.

ITEM 3: Z-17-12 Rezoning of Lot 18, Block 44, Hamlet Addition Unit No. 5, in Section 158, Block 2, AB&M Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 (R-1) to Residential District 1 with a Specific Use Permit (SUP) for a Carport. (0.17 Acres) (Vicinity: Sequoia St. & Balsam Ln.)

Mr. English advised the applicant is proposing to change the zoning in order to place a carport within the front yard setback on 2900 Sequoia Street. Mr. English stated when a carport application is submitted, staff observes the surrounding area to see what impacts a carport could have on the overall character of the neighborhood. The proposed does not compromise the 2010 Comprehensive Future Land Use and Character Map. Mr. English stated staff believes the request is appropriate due to the lack of disruption of the existing streetscape character, and therefore, recommends approval as submitted.

Vice-Chairman Good asked if anyone wanted to speak in favor of or against said request. No comments were made.

A motion to approve Z-17-12 was made by Commissioner Bedwell, seconded by Commissioner Thomason, and carried unanimously.

ITEM 4: Z-17-14 Rezoning of Lot 11 and South 15 Feet of Lot 12, Block 14, Miller Heights Unit No. 1, in Section 168, Block 2, AB&M Survey, Potter County, Texas plus one-half of all bounding streets, alleys, and public ways to change from Multiple Family District 1 (MF-1) to Neighborhood Service District (NS). (0.15 Acres) (Vicinity: NW 9<sup>th</sup> Ave. & N Hughes St.)

Mr. English advised the applicant is requesting the zoning change in order to develop the property into an office/community center space for the Amarillo Area Black Chamber of Commerce. Mr. English stated the two vacant lots to the south across from NW 9<sup>th</sup> Ave are categorized at General Commercial on the future land use map, and therefore, this lot does exist near the edge of a general residential area. Mr. English mentioned the site is located within the North Heights Neighborhood Plan and is consistent with the principles set forth in the Plan. Mr. English stated staff believes the request is appropriate and recommends approval as submitted.

Vice-Chairman Good asked if anyone wanted to speak in favor of said request. Mildred Darton, 2005 NW 14<sup>th</sup> Ave., stated she feels the rezoning will enhance the neighborhood.

Vice-Chairman Good asked if anyone wanted to speak against said request. No comments were made.

A motion to approve Z-17-14 was made by Commissioner Harman, seconded by Commissioner Jones, and carried unanimously.

ITEM 5: P-17-46 Hamilton Acres Unit No. 1, a suburban subdivision to the City of Amarillo, being an unplatted tract of land in Section 35, Block 9, BS&F Survey, Randall County, Texas. (38.46 Acres) (Vicinity: S Coulter St. & Longoria Rd.)

Vice Chairman Good asked if anyone wanted to speak in favor of or against this item. No comments were made.

A motion to approve P-17-46 was made by Commissioner Bedwell, seconded by Commissioner Harman, and carried unanimously.

ITEM 6: Planning Director's Report.

Ms. Fawver informed the Commissioners of the three vacant positions within the Planning Department. Ms. Fawver updated the Commissioners on the two on-going Neighborhood Plan programs, and their progress thus far. Ms. Fawver advised staff continues to work on the implementation of the North Heights Neighborhood Plan, and are beginning to see more applications within the area. Staff intends to have another neighborhood meeting in the fall to provide updates to the community. The Barrio Neighborhood Plan is approximately 40% complete and three advisory committee meetings have been held. Currently, staff is working on the larger ideas of the Plan, by identifying goals and actions, and is writing the plan with the 10-14 committee members. Ms. Fawver stated staff plans to host another Barrio meeting in September to reveal some of the draft work that has been done. Ms. Fawver advised the City Council is working on board appointments, but are currently working through the budget process. As an FYI, the Planning Department currently has two street renaming items before the City Council. Ms. Fawver also mentioned staff is also working on an annexation petition that will be presented to City Council in July, and will also be reviewing the land use within the area as the annexation process continues.

ITEM 7: Discuss Items for Future Agendas.

No further comments were made and the meeting was adjourned at 3:21 P.M.



AJ Fawver, AICP, CNU-A  
Planning & Zoning Commission

## BOARDS AND COMMISSIONS – VACANCIES

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### Amarillo Local Government Corporation

03/22/2011 Les Simpson 09/30/2017 (resigned)

### Amarillo-Potter Events Venue District:

11/01/2002 Glenn McMennamy 10/01/2017 (resigned)

### Board of Review – Landmarks & Historic District (3-year terms)

06/11/2014 Chan Davidson 05/21/2017

06/08/2014 Trey Porter 05/21/2017

### Community Development Advisory Committee (2-year term)

02/01/2005 Glenda Grisham 12/31/2016 NW

02/13/2007 Rita Saldierna 12/31/2016 NE

12/20/2011 Sabrina Sisneros 12/31/2016 SE

### Convention & Visitor Council

03/02/2017 Suzanne Talley 09/30/2018 (resigned)

### Environmental Task Force

09/06/2016 Paul Harpole 07/11/2017 (resigned)

### Parks and Recreation Board (3-year terms)

08/19/2014 George DeCoux 07/01/2017

09/06/2016 Terry Price 07/01/2017

### Planning and Zoning Commission (3-year terms)

05/14/2014 Rob Parker 05/15/2017

05/14/2014 Dean Bedwell 05/15/2017

07/12/2017