

# NOTICE OF MEETING

**MEETING:** Wichita Falls Type B Sales Tax Corporation Board of Directors

**DATE:** August 17, 2022

**TIME:** 3:00 p.m.

**LOCATION:** City Council Chambers and/or City Council Conference Room; Memorial Auditorium, 1300 7th Street; Wichita Falls, Texas

1. Call to Order.
2. Approval of Minutes of July 7, 2022; report of financial condition (current, past & planned budget & expenditures); and other administrative actions, including, if necessary, induction of any new board members.
3. Public hearing regarding a funding request from Jerry Skelton, dba Chelsea Plaza LLC, to assist in fire suppression system upgrades as part of the renovation of the existing buildings at 804 and 806 Lamar Ave downtown.
4. Staff updates on currently funded projects listed on the financial report including, but not limited to, the Lindemann Parking Garage, Circle Trail Projects, Bicycle Lane Improvements, and MPEC Hotel/Conference Center Project.
5. Approval of the Fiscal Year 2023 corporation budget.
6. Executive Session in accordance with TEXAS GOVERNMENT CODE §551.087, to discuss or deliberate the offer of a financial or other incentive, including modification to an existing agreement, for a business prospect that the corporation seeks to have, locate, stay, or expand in or near the territory of the City of Wichita Falls and with which the corporation is conducting economic development negotiations for creation and retention of primary jobs (as defined by TEX. LOCAL GOV'T. CODE §501.002).
7. Consider a funding request from Jerry Skelton, dba Chelsea Plaza LLC, to assist in fire suppression system upgrades as part of the renovation of the existing buildings at 804 and 806 Lamar Ave downtown.
8. Adjourn.

Wheelchair or handicapped accessibility to the meeting is possible by using the handicapped parking spaces and ramp located off the east parking lot on the 6th Street entrance nearest the Council Chambers. There are additional handicapped parking spaces and ramp on 7<sup>th</sup> Street at the main building entrance. Spanish language interpreters, interpreters for the hearing impaired, Braille copies or any other special needs will be provided to any person requesting a special service with at least 24 hours' notice. Please call the City Clerk's Office at 761-7409.

## **Certification**

I certify that the above notice of meeting was posted on the bulletin board at Memorial Auditorium, Wichita Falls, Texas, on the 12<sup>th</sup> day of August, 2022, at \_\_\_\_\_ o'clock a.m.

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City Clerk

Every item on this agenda shall be considered a public hearing and citizens may appear at the beginning of this meeting and request to speak on any item. Regardless of the agenda heading under which any item is listed, any word or phrase of any item listed on this agenda shall be considered a subject for consideration for purposes of the Texas Open Meetings Act and other relevant law, and the Board of Directors may deliberate and vote upon any such subject and resolutions related thereto. Any word, phrase, or other subject may be voted upon, regardless of any language of limitation found in this agenda or any document referring to such action. In addition to other items listed hereon, any item that has previously been discussed by this Board of Directors may be discussed and deliberated and is herein added as a subject of this meeting without further notice. Any item on this agenda may be discussed in executive session if authorized by Texas law, regardless of whether any item is listed under "Executive Sessions" of this agenda, regardless of any past or current practice of this Board of Directors. Executive sessions described generally hereunder may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice. Executive sessions described generally hereunder are closed meetings, may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice, and may include items under Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.084, and/or 551.087. The posting of this notice constitutes publication of all items described in this agenda for purposes of Tex. Local Gov't Code § 505.160 and other provisions that establish minimum expenditure time periods and the sixty-day petition time. Any descriptions of property or amounts stated herein are descriptive and not restrictive, and property and amounts may be changed in the motions, actions or documents without further public notice. In addition to other items described herein, this board may perform all administrative actions appropriate for efficient corporation operation, including, but not limited to, appointment of officers and receipt and review of reports and memorandums. This agenda has been reviewed and approved by the attorney for the governing body, and the presence of any subject or description in the Executive Session portion of this agenda constitutes a written interpretation of Chapter 551 of the Texas Local Government Code by the attorney for the governmental body indicating that said subject or description thereof may be legally discussed in a closed meeting.

## **Findings:**

The Board of Directors finds the items approved pursuant to this agenda are in full compliance with the Bylaws and Articles of Incorporation of the Wichita Falls 4B Sales Tax Corporation and the Texas Development Corporation Act of 1979 and are for:

1. projects that are land, buildings, equipment, facilities, and improvements and:
  - (A) are required or suitable for use for professional and amateur (including children's) sports, athletic, entertainment, tourist, convention, and public park purposes and

events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, related area transportation facilities, and related roads, streets, and water and sewer facilities, and other related improvements that enhance any of those items; or

(B) promote or develop new or expanded business enterprises that create or retain primary jobs, including a project to provide public safety facilities, streets and roads, drainage and related improvements, demolition of existing structures, general municipally owned improvements, as well as any improvements or facilities that are related to any of those projects and any other project that the board in its discretion determines promotes or develops new or expanded business enterprises that create or retain primary jobs; or

2. promotional expenditures that advertise and publicize the City of Wichita Falls for the purpose of developing new and expanded business enterprises; or

3. the development, improvement, expansion, or maintenance of facilities relating to the operation of commuter rail, light rail, or motor buses; or

4. the development or expansion of “affordable housing” as described by 42 U.S.C. § 12745.

**Allocations and Authorizations:**

With respect to the Project(s) funded herein, the Board of Directors:

1. allocates the funds authorized on the preceding page, subject to the expiration of 60 days after the posting of this notice, which shall constitute “publication” for purposes of the notice provisions of the Texas Development Corporation Act of 1979,
2. amends the budget of this corporation to provide for the allocated expenditure from the current budget fiscal year (or different budget fiscal year as specified in the action),
3. authorizes the President of this corporation to execute all documents necessary to expend the funds allocated pursuant hereto and otherwise effectuate all approved actions, in a form to be approved by the City Attorney of the City of Wichita Falls, and
4. appoints the City of Wichita Falls as agent for the Wichita Falls 4B Sales Tax Corporation, and authorizes the City Manager and Chief Financial Officer of the City of Wichita Falls to expend the funds allocated herein.

**MINUTES OF THE**  
**WICHITA FALLS 4B SALES TAX CORPORATION (4BSTC)**

**July 7, 2022**

**Present:**

Tony Fidelie, President	§	Members
Glenn Barham, Vice President	§	
Rick Hatcher, Secretary-Treasurer	§	
Dave Clark	§	
Darron Leiker	§	
Nick Schreiber	§	
Bobby Whiteley, Councilor-at-Large/Mayor Pro-Tem	§	City Council
R. Kinley Hegglund, Jr., City Attorney	§	City Staff
Paul Menzies, Assistant City Manager	§	
Blake Jurecek, Assistant City Manager	§	
Terry Floyd, Director of Community Development	§	
Pat Hoffman, Property Administrator		
Chris Horgen, PIO		
Paige Lessor, Recording Secretary	§	
Syd Litteken, Architect	§	Syd Litteken Design Concept/Architects
Sabian Santistevan	§	
Jana Schmader, Executive Director	§	DWFD
Jeanette Charos, Marketing Director	§	
Sandy Hay	§	Wichita Restaurant Supply
<b><u>Absent:</u></b>		
Michael Mills	§	4B Member

**1. Call to Order.**

Mr. Fidelie called the meeting to order at 3:01 p.m.

**2. Report of financial condition (current, past & planned budget & expenditures); and other administrative actions, including, if necessary, induction of any new board members.**

Mr. Paul Menzies addressed the Board and explained that they have the most recent sales tax report. He said that the City is up 11% month over month from last year and is running about 10% ahead for the year. There were approximately \$6 million of encumbered funds, which includes all of the existing commitments regarding the hotel conference center project. He asked the Board to please mark their calendars for next month's meeting on the first Thursday in August because they will be talking about approving the budget for next year.

Mr. Barham asked why sales tax was down 8% in May when it had been significantly higher in all the previous months. Mr. Leiker said that staff was not sure yet, but looking at the trend cities in Texas, it is slowing. He stated that the double-digit growth is tending to slow down. He explained that he thinks the combination of increasing interest rates, fuel prices, and inflation has caused people to spend less. It is a little bit of a roller coaster, and it is unclear whether sales

tax will go up or down. He stated that he had not seen sales tax reports for the rest of the state and just received the City's numbers, but he was curious how other cities compare.

### **3. Consent Agenda**

- a) Approval of Minutes of 04/07/2022.**
- b) Approval of Downtown Matching Grant Applications**
  - i. 620 Ohio (Unit 102) - McIntosh Building
  - ii. 711 Indiana - Hoover Rogers Law
  - iii. 726 Scott Ave - The Kate
  - iv. 900 8th St - The Hamilton Building
  - v. 600 Ohio Ave - Marcom/Mayfield Events
  - vi. 1001 8th St - Wichita Falls Baptist Church

Mr. Leiker moved to approve the consent agenda. Seconded by Mr. Clark, the motion carried 6-0.

### **4. Public hearing regarding a request from Kirk Laney, dba Picker's Universe L.L.C., for an extension of the approved funding agreement to renovate the existing building at 1000 Indiana downtown into a mixed-use retail and restaurant establishment.**

Mr. Fidelie opened the hearing at 3:05 p.m.

Mr. Menzies addressed the Board to give a brief history of the project. He explained that the Board and the City Council initially approved funding for this project in the amount of \$133,000 in 2019. Then about six or seven months ago, this Board reapproved it for six months. The applicant requests an additional six months, and the Board will hear an update on the project.

Mr. Sabian Santistevan with Syd Litteken Architects addressed the Board. He stated that he is Picker's Universe's general contractor and project manager and they have encountered some supply chain issues that have caused delays. He explained that they were replacing the ornate tin ceiling, and in January, they were supposed to receive 1,500 ceiling tiles, 500 pieces of four-foot cornice, and 2,500 feet of hammered mortar to go into the ceiling system. Those materials were not delivered until May 25<sup>th</sup>. With the installation of the ceiling comes electrical and HVAC, and the delayed deliveries pushed everything involved back. Another delay occurred with the partitioned walls. This installation was to start on February 14<sup>th</sup>. However, in May, they discovered that the entire company had moved to Mexico, and they have had no contact with them since late January. They are currently gathering new estimates from other companies. He stated that the bid they originally received for the kitchen flooring in 2019 has now doubled, and the owner would like to go with something less expensive.

Mr. Santistevan continued to discuss the delays and addressed the Board regarding issues with the restaurant equipment. Before finalizing their order with Wichita Restaurant Supply, Jimmy Hay passed away. At the time of his passing, they did not know where they were going with the company. So they gave the kitchen equipment back and a few leads on places to go. The company, Wichita Restaurant Supply, has now contacted Pickers Universe and would like them to return and reorder with them. However, a news article published said, "the owner of Wichita Restaurant Supply died without delivering the product." Mr. Santistevan said that was not what

happened. They never finalized their order, and now Wichita Restaurant Supply has come forward and expressed that they are ready to do business again. He said they would return to Wichita Restaurant Supply to rebid the order.

These delays caused progress to be pushed back, which is the reason they are asking for an additional six months. They are about to finalize the sprinkler system, on which the 4B funding must be used. However, because of how the agreement reads, the establishment must be issued a certificate of occupancy, so an additional six months is needed to finish and get the C.O.

Mr. Barham thanked Mr. Santistevan for attending the meeting and updating the Board on the project. He also stated that he appreciated that Mr. Santistevan clarified the information about Wichita Restaurant Supply and the equipment supplied to the project. Mr. Barham said he spoke with the company, and everything in the original contract had been installed or delivered. Mr. Santistevan explained that the only purchase finalized at that time was the exhaust hood, which had been delivered and installed. He stated that the problem with the newspaper comment was that it was deceiving. He said he wanted to make sure everyone knew what happened.

Mr. Fidelie asked if the Board agrees to another six months, how confident is the contractor that it will get done within that time frame? He stated that he did not want another extension request in five months. Mr. Santistevan noted that the third floor was their problem, and they have the flooring for the kitchen. He stated that the rest of the flooring is hardwood, and it is in the last stage of being finalized. The ceramic tile that will be installed in the kitchen, hallway, and upstairs restroom has been delivered and is on site. Installation of the tile is supposed to begin next week. All the ceiling tiles are installed on every floor except the second-floor bar, and they lack 20 feet to be finished. Then, the crown molding and painting will be the last step. They are on the downhill stretch and are about to finish. Mr. Fidelie stated that if six months gives a little cushion, what would he anticipate the actual time to complete? Mr. Santistevan said they are looking at probably three months.

Mr. Fidelie closed the hearing at 3:12 p.m.

### **3. Public hearing regarding a funding request from Downtown Wichita Falls Development, Inc. for various streetscape improvements downtown.**

Mr. Fidelie opened the hearing at 3:13 p.m.

Ms. Jana Schmader addressed the Board, presented a PowerPoint presentation and explained that her funding request package contained community branding items and public improvement projects. She stated that the first item DWFD would like to add is an additional 30 wrought iron benches to the downtown area. DWFD has already placed 22 benches in the area. She stated that the items brought before the Board are in line with their Streetscapes Plan and will complement some of the items already in place and some of the new items that have been approved by city council, such as the street lamps and light poles. DWFD polled downtown property owners to see if they would like benches outside their property, and the overwhelming response was that they would like to see this. She showed the proposed locations of bench placements on a map but explained that they would work with property management to go through the encroachment process.

The next item Ms. Schmader discussed was trash cans. She stated that DWFD had placed 17 trash cans in the downtown area, and they are requesting funding to add 14 more. As pedestrian traffic increases downtown, they would like to ensure the streets and sidewalks are as clean as possible. She said DWFD contracts with Work Services Corporation and pays for trash removal services. So it will not cost taxpayers any additional money. DWFD will take on the maintenance

contract with the extra trash cans. The trash cans get emptied three times a week unless they call them after a crowded night.

The third item Ms. Schmader presented to the Board was pole banners. She stated that this item had been on DWFD's marketing collateral list since 2017, when it went through the massive rebranding of the downtown logo. DWFD is looking at placing the banners along Scott Street, and having them become more concentrated in the core area. They will also be located close to the hotel and conference center. The banners will all have general branding to increase their longevity. They will include DWFD taglines and logos to stay up year-round. DWFD would like to purchase 70 banners to cover the proposed locations. These locations would give a good gateway corridor and welcome into the heart of downtown. The placement has already been approved by John Burris, Director of AT&T, and that department will help us install them.

The fourth item presented to the Board was pet stations. The number one target in the economic development strategy is the addition of residences in downtown. There are 170 residential units to be added in the next couple of years, and pets typically come with residences. Currently, there is one pet station in Park Central, and DWFD would like to add another one since that is the largest greenspace downtown. Also, they would like to add one to Bud Daniel Park. They are all close in proximity to where people walk their pets. The placement of additional pet stations would go one step further to ensure the streets and greenspaces are kept clean.

Ms. Schmader estimated the total project cost would be \$40,000, and the Board of Directors has authorized DWFD to invest the first \$5,000 and agrees to all the maintenance costs. In total, the request to 4B is for 116 items for \$35,000. If approved by the Board, this project would go to Council on July 19<sup>th</sup>, and the items should be installed by Hotter'n Hell 100 this year.

Mr. Schreiber asked if the banners would all look the same or if there would be some variances. Ms. Schmader stated that the whole branding packet has the same colors, but there would be different taglines. The wording may be different, but the overall feel will be the same. Mr. Schreiber then asked if the banners at the outermost locations would say, "Welcome to Downtown." Ms. Schmader noted that they could look at that, which is why they will be a little more spaced out on the north and south ends and become more concentrated in the core area. She said they were indeed open to suggestions from the public or otherwise.

Mr. Fidelie closed the public hearing at 3:19 p.m.

#### **4. Staff report/update on the corporation-owned Lindemann Parking Garage downtown.**

Mr. Menzies addressed the Board and reminded them that the WF4BSTC owns and operates the Lindeman Parking Garage, and the Board does budget for its maintenance. There are a couple of lease agreements with folks that use it regularly, and it is open for downtown events. Mr. Menzies explained that Ms. Hoffman would update the Board on some recent activities with the facility. It has been challenging to keep the facility clean of graffiti, and many vandals are entering the garage and causing lots of damage. Mr. Menzies stated that the City will gate off the 7<sup>th</sup> Street entrance, then give remotes to current lessees and DWFD to allow them access in and out of the garage.

Ms. Hoffman addressed the Board and explained that it had been quite an experience trying to maintain and take care of the garage. Ms. Hoffman displayed a photo of the garage with graffiti on the walls. She explained that it had been abated four previous times. She received a quote to have it abated for the fifth time, and it was by far the most expensive, at \$1,500. Before the company was able to get to the garage to abate and sandblast it, it had been tagged four more

times, so it will cost significantly more to have abated. Ms. Hoffman displayed additional photos of the vandalized garage, explaining that it had been vandalized on every floor and every wall. Other problems are vagrants breaking into and camping, cooking in the stairwells, and leaving trash behind. It must be cleaned every week because it stinks so badly. Ms. Hoffman explained that city staff is proposing to gate off the garage. She presented a quote obtained for a square, tubular, sliding gate operated by remote. The bid includes ten gate remotes, allowing staff to give remotes to the current lessees, building maintenance, and DWFD to open it for public events. Property Management would still have additional remotes for any other lessees and for staff to enter the garage daily to check it out. The gate will be seven feet tall, so it will be impossible for anyone to climb over to get in. No one should be able to get into the garage without a remote. Ms. Hoffman stated that there is an opening that is ten feet high that someone could enter. If that starts happening, cyclone fencing could easily be added if necessary.

Mr. Menzies reminded the Board that it has a performance agreement with a downtown property owner in which this garage may transfer back into private ownership within the next two years. Mr. Menzies said it was pertinent to maintain and keep it in good shape. Ms. Hoffman restated that over \$3,000 has already been spent on the abatement of the graffiti alone. It will cost another \$3,000 to \$4,000 to have it abated again. Also, an additional \$3,600 has been spent on replacing and repairing light fixtures.

Mr. Barham asked if Ms. Hoffman had a photo of the Indiana side of the garage. Ms. Hoffman stated that she did not. Mr. Schreiber directed everyone's attention to the first photo shown. Ms. Hoffman pointed out that on the 7<sup>th</sup> Street side and the alley side, it has a gate and cyclone fencing around the corner on the Indiana side.

Mr. Fidelie reaffirmed with Mr. Menzies that the \$14,000 or \$15,000 had already been budgeted. Mr. Menzies stated that \$25,000 is budgeted annually for this maintenance, and this presentation is just an update on what is happening.

Mr. Barham told Ms. Hoffman to go ahead and fence the Indiana side that had no fencing. He said it would be better to be proactive than reactive.

Mr. Fidelie asked what the turnaround time on the gate would be. Ms. Hoffman stated that that staff was already in the process and just needed a requisition order which will be done next week. It would probably take a couple of months.

Mr. Jurecek clarified that the first floor is fenced all the way around the building. However, the second floor on the Indiana side is not fenced.

Mr. Fidelie dismissed the idea that an on-duty police officer would be able to sit there all night, every night, to keep an eye on things. Ms. Hoffman stated that there is an officer up there nightly. She also noted that city staff goes down to the garage once a day, and a code enforcement officer goes down there as well, but no one has been able to catch anyone. Mr. Fidelie asked if the lights stay on overnight. Ms. Hoffman said they do and people go in there and destroy the lights.

## **7. Executive Session.**

Mr. Fidelie adjourned the meeting into executive session at 3:30 p.m. pursuant to Texas Government Code section 551.087. He announced the meeting back into regular session at 4:04 p.m. The subjects posted in the Notice of Meeting were deliberated, and no votes or further action were taken on these items in executive session.

8. Consider a funding request from Kirk Laney, dba Picker's Universe L.L.C., for a six-month extension of the approved funding agreement to renovate the existing building at 1000 Indiana downtown into a mixed-use retail and restaurant establishment.

Mr. Clark moved to provide the six-month extension of the approved funding agreement.  
Seconded by Mr. Schreiber, the motion carried 6-0.

9. Consider a funding request from Downtown Wichita Falls Development, Inc. for various streetscape improvements downtown.

Mr. Hatcher moved to fund the \$35,000 as requested. Seconded by Mr. Leiker, the motion carried 6-0.

10. **Adjourn.**

Mr. Fidelie adjourned the meeting at 4:06 p.m.

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Guy A. "Tony" Fidelie, Jr., President

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**Wichita Falls Type B Sales Tax Corporation Board**  
**August 17, 2022**

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**ITEM/SUBJECT:** (1) August 2022 Financial Report, (2) Proposed FY 2023 Budget

**ATTACHMENTS:** (1) August 2022 Sales Tax Revenue  
(2) FY 2022 Financials/Proposed FY 2023 Budget

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**Staff Summary:**

Sales Tax

The August 2022 sales tax payment, reflective of June 2022 receipts, was up 8.3% from the same month last year. For the year, sales tax revenue is running about 20% ahead of budget (\$4.3M). This trend line would result in sales tax revenue of about \$5.2M at the end of the fiscal year.

Financial Update

The updated current fiscal year financials are attached, and indicate an estimated unreserved fund balance of ~\$7.3M. Several projects “closed out” recently including the MPEC Livestock Pens, and the renovations at the Kemp Center.

Proposed FY 2023 Budget

The proposed FY 2023 budget (see far right hand column on financial report) covers the fiscal year beginning October 1, 2022 and ending September 30, 2023. Highlights of the proposed budget for next year include:

- Conservatively projected sales tax revenue of ~\$5.1M, which is “flat” compared to the projected sales tax revenue in the current year;
- Debt service projects: ~\$2.7M, which includes the annual bond payments for the MPEC Conference Center, Weeks Golf Course Renovation, Municipal Airport Terminal, Rhea/Lawrence Rd Realignment, Castaway Cove, and the Maplewood Rd project between Lawrence and Kemp;
- Public Safety Radio System/MDT: \$175,000, which is a 73% decrease from the \$647,706 budgeted 2 years ago. FY 2023 will be the last year the corporation will fund this item as it will be fully absorbed into the City’s IT Fund for FY 2024;
- \$100,000: Continuation of the successful Downtown Improvement Grant Program
- \$25,000: Funds for the operation of the Corporation-owned Lindemann Parking garage downtown;
- \$100,000: year 2 of a multi-year funding plan to implement bicycle-friendly improvements;
- \$605,000: \$600,000 for the trail section between Lake Wichita Park and Larry’s Marina, and \$5,000 for a small project related to the trail section adjacent to Barnes RV Park on Seymour Hwy. These are remaining unspent funds approved in FY 2022 (current) year;

- Approximately \$7.7M available for new projects at the beginning of FY 2023.

If approved by the 4B Board, the City Council will consider approving the 4B's proposed budget on September 6, 2022.

**SALES TAX HISTORY (Fiscal Year)**

1 and 1/2 Cent General Fund Allocation					1/4 Cent Sales Tax Board Allocation						
FY 2022 <u>Actual</u>	FY 2021 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2019 <u>Actual</u>	3 Prior Year (2019-2021)	FY 2022 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Actual</u>	FY 2022 <u>Actual</u>	% Var (FY21/FY20)
Dec 2,240,691	1,989,917	1,996,822	1,915,890	1,967,543	• 327,924	280,845	319,315	332,804	331,853	373,448	12.60%
Jan 2,400,650	1,971,270	1,895,281	1,881,684	1,916,078	• 319,346	301,023	313,614	315,880	328,545	400,108	21.78%
Feb 3,192,531	2,814,256	2,799,099	2,591,546	2,734,967	• 455,828	431,655	431,924	466,517	469,043	532,089	13.44%
Mar 2,181,613	2,018,609	1,659,931	1,727,589	1,802,043	• 300,341	277,137	287,931	276,655	336,435	363,602	8.08%
Apr 1,968,586	1,501,225	1,756,780	1,755,927	1,671,311	• 278,552	270,256	292,655	292,797	250,204	328,098	31.13%
May 3,069,049	3,356,949	2,241,503	2,437,105	2,678,519	• 446,420	405,981	406,184	373,584	559,492	511,508	-8.58%
Jun 2,427,055	2,291,864	1,716,207	1,939,266	1,982,445	• 330,408	303,795	323,211	286,034	381,977	404,509	5.90%
Jul 2,489,043	2,236,894	2,035,304	1,940,230	2,070,810	• 345,135	322,751	323,372	339,217	372,816	414,840	11.27%
Aug 3,048,756	2,815,188	2,533,600	2,358,186	2,568,991	• 428,165	383,811	393,031	422,267	469,198	508,126	8.30%
Sep 2,301,880	2,007,049	2,061,917	2,123,615	• 353,936	307,535	343,653	334,508	383,847			
Oct 2,281,866	2,050,789	1,978,472	2,103,709	• 350,618	315,856	329,745	341,798	380,311			
Nov 2,784,207	2,513,760	2,324,053	2,540,673	• 423,446	376,190	387,342	418,960	464,034			
<b>23,017,974</b>	<b>28,364,124</b>	<b>25,206,125</b>	<b>24,911,866</b>	<b>26,160,705</b>	<b>• 4,360,118</b>	<b>3,976,836</b>	<b>4,151,978</b>	<b>4,201,021</b>	<b>4,727,354</b>	<b>3,836,329</b>	<b>9.63%</b>
<b>Historical Comparison</b>											
1999				14,534,592	•						
2000				15,897,398	9.38%	•					
2001				16,323,752	2.68%	•					
2002				16,222,570	-0.62%	•					
2003				16,598,732	2.32%	•					
2004				17,192,703	3.58%	•					
2005				17,845,502	3.80%	•					
2006				19,272,204	7.99%	•					
2007				20,068,529	4.13%	•					
2008				21,353,895	6.40%	•					
2009				20,451,906	-4.22%	•					
2010				20,034,914	-2.04%	•					
2011				21,082,994	5.23%	•					
2012				21,406,823	1.54%	•					
2013				22,062,365	3.06%	•					
2014				22,397,535	1.52%	•					
2015				22,403,406	0.03%	•					
2016				22,373,768	-0.13%	•					5,182,569
2017				22,413,397	0.18%	•					
2018				23,861,014	6.46%	•					
2019				24,911,866	4.40%	•					
2020				25,206,125	1.18%	•					
2021				28,364,124	12.53%	•					
<b>2022</b>				<b>31,095,415</b>	<b>9.63%</b>	•					
						2,731,290					

Note: These figures may not tie exactly to the City's Financial Reports due to adjustments in accounting methodologies.



**City of Wichita Falls, TX  
4B Sales Tax Corporation  
Financial Summary**



## City of Wichita Falls, TX

## 4B Sales Tax Corporation

## Financial Summary

Current as of 08.11.22

Original Award	FY 2021		FY 2022		FY 2023
	Revised Budget	Year End Actual	Revised Budget	YTD Actual	Proposed Budget
<b>Beginning Fund Balance (10/1)</b>	<b>\$ 7,540,016</b>	<b>\$ 7,540,016</b>	<b>\$ 8,637,125</b>	<b>\$ 8,637,125</b>	<b>\$ 9,511,344</b>
<b>Closed Projects</b>					
Half Pint III LLC (809 Ohio)	50,975	50,975		50,975	50,975
MPEC Facilities (LEDs, RRs)	230,000	201,937	202,000		
Arts Council (Kemp Center)	120,000	100,000	100,000	120,000	120,000
The Burn Shop	8,225	8,225	8,225		
Anchored DT LLC (620 Ohio)	26,000	26,000	26,000		
Chelsea Plaza, LLC (909 8th)	55,700	55,700	-	55,700	53,535
Railroad Museum Downtown	7,500	7,500	-	7,500	-
MPEC Livestock Pens	150,000	-	-	150,000	148,837
<b>Closed Projects Total</b>	<b>648,400</b>	<b>450,337</b>	<b>336,225</b>	<b>384,175</b>	<b>373,347</b>
<b>Total Expenditures</b>	<b>8,461,480</b>	<b>3,636,639</b>	<b>8,248,021</b>	<b>1,067,880</b>	<b>7,519,912</b>
Revenues Less Expenditures	(4,173,205)	1,097,110	(3,595,828)	3,163,554	(1,843,080)
Less Encumbrance for Projects	-	3,399,724	-	4,459,219	
<b>Unrestricted Fund Balance</b>	<b>\$ 3,366,811</b>	<b>\$ 5,237,402</b>	<b>\$ 5,041,297</b>	<b>\$ 7,341,460</b>	<b>\$ 7,668,264</b>

---

**Wichita Falls Type B Sales Tax Corporation**  
**August 17, 2022**

---

**ITEM/SUBJECT:** Public hearing and consideration of a funding request from Jerry Skelton, dba Chelsea Plaza LLC, to assist in fire suppression system upgrades as part of the renovation of the existing buildings at 804 and 806 Lamar Ave downtown.

**ATTACHMENTS:** request via Downtown Wichita Falls Development, Inc

---

**STRATEGIC GOAL:** Redevelop Downtown

**STRATEGIC OBJECTIVE:** Pursue Public/Private Partnerships

---

**Staff Summary:**

Timeline

- August 17, 2022 – Public hearing and consideration of funding request by Board.
- September 20, 2022 – If approved by Board, City Council scheduled to consider approving budget amendment facilitating project.

The applicant owns the existing buildings at 804-806 Lamar downtown, and plans to renovate the 28,000 square foot space in phases into a combination of retail space and residential apartments (see request). The overall project estimate is in excess of \$2.3M, and the request of the applicant is \$222,765 to assist in the installation of the fire suppression system and related items in accordance with current code standards.

The applicant will be at the meeting to make a presentation and to be available for any questions.

Staff recommends the Board open the public hearing and consider the request.



804 and 806 Lamar



**DATE:**

**August 9, 2022**

**TO:**

**Mr. Paul Menzies**

Assistant City Manager, City of Wichita Falls

**FROM:**

**Jana Schmader**

Executive Director, Downtown Wichita Falls Development, Inc.

**Rebecca Raeke**  
Chairman

**Carla Rogers**  
Vice-Chairman

**Rodney Case**  
Treasurer

**Charis Rhoades**  
Secretary

**Joel Hartmangruber**

**Denton Keltner**

**Syd Litteken**

**Tyler Sales**

**Ivonne Wineinger**

**Jana Schmader**  
Executive Director

**Jeanette Charos**  
Marketing Director

Mr. Menzies,

On behalf of my client, Jerry Skelton, please find the attached 4B Sales Tax Corporation request for fire suppression funding for 804-806 Lamar Street In Downtown. Included within this package is an overview of the project, project bids, remodel estimates from Anthony Inman Construction, and renderings from architect Joe Ross.

With residential and retail development being two of our top economic development targets, we not only support this adaptive reuse project, our organization endorses it. We look forward to joining the client to share this vision In person.

If any additional Information Is requested, my contact Information Is below.

A handwritten signature in black ink that reads "Jana Schmader".

**Jana Schmader**  
Executive Director, DWFD

**Chelsea Plaza**  
**804 & 806 Lamar**

**RE: Remodel of 804 & 806 Lamar  
to residential & retail space**

Dear Mr. Menzies,

We are excited to provide some information regarding the above referenced project. We are planning to turn two vacant warehouses at 804 and 806 Lamar into new residential and retail space. This project consists of a ground floor apartment with 1129 square feet, a second floor apartment with 2053 square feet, and a retail shell space with 3655 square feet. Our plan in this phase of the project is to remodel about 9800 square feet of the total 28,000 square feet at these two addresses. The roadblock we have run into is the very significant upgrade now required for this project. We are requesting 4B funding assistance to cover the cost of a fire sprinkler system, fire line, and fire alarms for the entire space. We are requesting \$222,765 based on estimates provided by the architect and local contractors. This support funding will cover the design and installation and help the funding gap we currently face.

Below we have provided additional information addressing key elements of the project. They are as follows: 1) Enhancing the downtown strategic plan, 2) Funding information and cost estimates and 3) Architectural plans for reference. We have also included in this package the total cost estimate prepared by Joe Ross, architect, Anthony Inman Construction, James Lane Plumbing, and Ferguson-Veresh Plumbing as well as the aforementioned progress set of design drawings.

**1. What does the project do to enhance the city's strategic plan for downtown?**

The project adds to the development of the downtown revitalization. It continues the expansion of the core of downtown up the 8<sup>th</sup> St corridor. It will also be beneficial to the existing and future residential developments on the west side of Scott St as well as to the nearby office buildings. It will help activate the 8<sup>th</sup> and Lamar intersection and continue the ongoing revitalization of our downtown while also contributing to the local sales tax fund as the retail space is leased with an active tenant.

**2. What other funding sources do you already have in place to ensure any 4B STC funds are only a small portion of the entire project or considered the "gap funding"?**

We will be investing over \$280,000 of our own money and borrowing from Texoma Community Credit Union who has been a strong supporter of downtown. The problem for us as property owners is the total amount of the project with the required addition of sprinkler systems and new fire alarms, we are just not sure if we can continue the project. We have 28,000 square feet of space and would like to renovate 9800 square feet at this time and then continue to renovate the remaining space in separate phases. The added costs of \$222,765 for the above mentioned requirements make it just too expensive to continue. If the 4B board could help with these expenses, then it becomes a viable project once again. It becomes a win for everyone involved. Two old warehouses are remodeled with residential and retail space which will attract more visitors downtown. The city sees

expansion of downtown on the west side of Scott St. Chelsea Plaza, along with other property owners, will have exposure and opportunities for growth that will help downtown continue to grow and expand.

3. Basic architectural plans and cost

Please see the attached set of architectural drawings included with this package for reference.

Total project cost: \$2,376,097

We at Chelsea Plaza LLC are passionate about being a key contributor in the successful enhancement of our downtown and this project is the continuation of our plans to help in the development of the 300 block of Lamar as part of the revitalization of our downtown. We have partnered with the city in the past with our project at 8<sup>th</sup> St Coffee House, and look forward to building on early successes. We will continue working with our local architect and contractors to complete our design package for permitting and construction with hopes of starting the project this fall. Thank you for your consideration and if any additional information is required or if you have any questions, please let us know as we would be happy to help.

Sincerely,  
Jerry Skelton, President  
Chelsea Plaza LLC

## **804-806 Lamar Remodel**

Projected total cost: \$2,376,097

Anthony Inman Construction finish out cost: \$2,003,100

Architectural & engineering fees: \$150,233

Fire sprinklers, fire line, & fire alarm estimates:

Ferguson-Veresh: \$147,570

Excluded from estimate:

Fire main & sweep into the building-

\$40,000 (estimate from Inman Construction)

Fire alarms-\$18,218

Sales tax-\$16,977

Total: \$222,765

James Lane: \$223,370

Excluded from estimate:

Fire alarms: \$18,218

Sales tax: \$19,931

Total: \$261,519



**ANTHONY INMAN  
CONSTRUCTION, INC.**

August 8, 2022

**Mr. Jerry Skelton  
909 Eight Street  
Wichita Falls, TX 76301**

**Re: 802 & 804 Lamar  
Subj: Opinion of Probable Cost for 2<sup>nd</sup> Floor Apartments Finish Out**

**Opinion of Probable Cost**

**A. Building Construction**

- Second Floor Apartment Finish Out
- Total Number of Doors – TBD
- 12,140 SF @ \$165/SF
- Fire Protection in place
- One Stairwell in place

**B. Soft Costs** \$ 150,232

- BASE A/E Fees (Architectural, Structural, and MEP)
- Printing Cost
- TAS/ADA Fees
- City Plan Review and Permit Costs
- Reimbursables

**C. Fixtures, Furnishes, & Equipment (FF&E)**

- Telephone/Computer/TV Cabling, Security
- Equipment, Fixtures, etc.
- *Appliance costs are included in Building Construction Cost above*

**\$None included**

**Total Estimated Project Cost**

**\$ 2,153,332**





**ANTHONY INMAN  
CONSTRUCTION, INC.**

For budgeting purposes, we would use the OPC as a place holder +/-5%

**Due to these uncertain times of material shortages, labor shortages and increased cost we would recommend including an increase of .50% inflation per month from August 2022 until the project is contracted.**

**Please do not hesitate to reach out to us for further review.**

**Respectfully Submitted,**

**Anthony Inman Construction, Inc.  
3000 Buchanan  
Wichita Falls, TX 76308**



# PROPOSAL

COMMERCIAL & INDUSTRIAL ELECTRONICS, INC.  
5019 Bonny Drive  
Wichita Falls, Texas 76302-5299  
Phone (940) 767-5601

July 26, 2022

**SUBMITTED TO:** Lamar Street (hereinafter referred to as Customer)  
**STREET:** 804 & 806 Lamar Street  
**TOWN / STATE:** Wichita Falls, Texas 76301  
**PHONE:** (940) 736-8482  
**CONTACT PERSON:** Jerry Skehon  
**REFERENCE:** Fire Alarm System

Commercial & Industrial Electronics, Inc. (Hereinafter referred to as C & I) proposes to hereby furnish equipment and labor as specified below for the sum of:

**Eighteen Thousand Six Hundred & no/100 DOLLARS---\$18,600.00**

***\*\*No tax is included in this bid. If taxable, must add appropriate tax.***

**METHOD OF PAYMENT:** Full payment to be made within thirty days after installation. Customer agrees to pay 18% simple interest rate on any invoice amount not reimbursed within 45 days of invoice date.

**STATEMENT OF PROPOSAL CONDITIONS:** All material is guaranteed to be as specified below. All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs OR variation from plans and architectural specifications must be made on a written change order. All agreements are contingent upon strikes, accidents, or any delay beyond the control of C & I. On any equipment, parts, or material that the customer has already paid for, customer shall be responsible to carry any and all insurance for protection OR replacement of same. Customer also shall provide protected storage for equipment and supplies if necessary at no additional costs when equipment is required to be located on the job sight. C & I shall cover all employees with Workmen's Compensation Insurance AND general liability property insurance of which a copy of coverage will be supplied upon request.

## **WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:**

### **Scope of Work**

- Install one (1) iO1000 Addressable Commercial Fire Alarm Panel
- Install one (1) Remote Annunciator
- Install one (1) Pull Station
- Install twelve (12) Horn/Strobes
- Install five (5) Strobes
- Install twenty-one (21)Combo Carbon Monoxide/Smoke Detectors
- Install two (2) Heat Detectors
- Install two (2) FACP Batteries
- Install one (1) Surge Protector
- Install one (1) Document Box
- Install one (1) UL Listed Fire AES Radio
- Labor, Wire, Miscellaneous
- Provide system testing, certification, and training

**System Monitoring:**

- 24 hour monitoring of Fire Alarm; \$35.00 per mo. plus tax

**Note:** Dedicated AC circuit for Fire Alarm Panel is required.

**Exclusions include:**

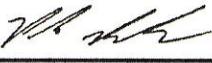
- 1.) A/C circuit(s) (required)
- 2.) No paint or patch work is included in this proposal.
- 3.) Work with asbestos or any other materials that require special handling.
- 4.) No taxes are included and, if required, will be at additional cost.

**LIMITED GUARANTEE:** C & I will provide limited guarantees on all equipment installed by us in accordance with specifications requirements, for one (1) year from installation date. Exceptions to the limited guarantee are vandalism, rodent damage, misuse, fire, Acts of God, and unauthorized maintenance.

**RETURN ACCEPTANCE:** If this proposal is acceptable, please sign and return the original.

**CUSTOMER ACCEPTANCE OF PROPOSAL:** The above prices, specifications, and statement of proposed conditions are satisfactory and are hereby accepted. C & I is hereby authorized to do work as specified. Payment will be made as outlined above. I also authorize C & I to enter my property or premises to repossess any and all property not paid for as per the conditions of this Proposal.

---

**AUTHORIZED C & I SIGNATURE**  **TITLE** Project Manager

Robby Rhoades

*Note: This proposal may be withdrawn if not accepted within - 30 - days.*

**DATE:** 07/26/2022

---

**CUSTOMERS PRINTED NAME:** \_\_\_\_\_

**CUSTOMERS SIGNATURE:** \_\_\_\_\_

**DATE OF ACCEPTANCE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

---

## Preliminary Scope and Budget

Project	Project Number	Opinion of Probable Costs
Lamar Street Mixed-Use	22008	
Project Location	Date Issued	
804 & 806 Lamar St, Wichita Falls, Texas	7/20/2022	
Owner / Client		
Jerry Skelton		
Current Project Phase		
Concept Design		
Scope of Work		

A 9,840 sf interior renovation, w 3,880 sf unfinished shell space. Electrical Switch Gear, Distribution panels and wiring will be replaced. A Single public restroom will be added on Level 01 and steel exit stair. A 1,129 sf dwelling unit will be added at Level 01. Façade improvements occur at level 01 along Lamar Street and new openings will be made along the north facade. A 2,043 sf dwelling unit will occur on level 02. Level 02 windows will be replaced, and new openings will be added along the south facade.

Div. 01	General Conditions	\$24,402.10
Div. 02	Demolition	\$37,532.50
Div. 03	Concrete	\$18,000.00
Div. 04	Masonry	\$25,000.00
Div. 05	Steel	\$28,000.00
Div. 06	Carpentry	\$31,290.00
Div. 07	Thermal - Moisture Protection	\$5,100.00
Div. 08	Doors - Windows	\$146,680.00
Div. 09	Finishes	\$189,732.75
Div. 10	Specialties	\$32,935.00
Div. 11	Equipment	\$9,000.00
Div. 12	Furnishings	\$3,500.00
Div. 21	Fire Suppression	\$122,316.00
Div. 22	Plumbing	\$57,500.00
Div. 23	Mechanical	\$101,502.00
Div. 26	Electrical	\$112,502.00
Div. 27	Communications/Audio Video	\$2,040.00
Div. 28	Fire Alarm	\$6,563.70
Div. 32	Site Improvements	\$0.00
	Project Superintendent/Manager + Builders Risk	\$70,300.00
	Design Contingency	\$51,194.80
	Construction Contingency	\$40,000.00
	Contractor Fees	\$89,207.27
	Insurance	\$7,248.09
	Payment and Performance Bond	\$16,355.87
	<b>Total</b>	<b>\$1,227,802.09</b>

Exclusions:  
 Elevator  
 Furniture  
 Roof replacement  
 Access control system  
 Grease trap

Exclusions:  
 Wireless access points  
 TV Monitors  
 Patch Panels and Data Racks  
 Security System  
 Landscaping

JOE ROSS, ARCHITECT  
 900 8<sup>th</sup> ST. SUITE 915  
 WICHITA FALLS, TX 76301

Date: 07/15/2022  
Attn: Jerry Skelton  
From: Landon Veitenheimer  
RE: 804 Lamar St. Project

---

**QUOTATION**

SNB Mechanical appreciates the opportunity to provide for your fire protection needs. Our proposal will include the necessary material and labor to provide a complete aboveground sprinkler system as required by NFPA 13 (2016) and local codes. Our work will start at 12" above finished floor at that fire sprinkler riser entrance. All ceilings are assumed to be open to structure with the exception of restrooms and closets.

**1. Fire Sprinkler Complete with NFPA 13 (2016) & plans dated April 19,2022.**

- a. Specifically, our services will include the following:
  - Engineering (Includes designed drawings signed by AHJ & hydraulic calculations)
  - UL/FM listed steel sprinkler pipe, flexible sprinkler connectors, hangers, grooved fittings, and threaded fittings
  - Quick response chrome semi-recessed pendant sprinklers installed in drop ceilings
  - Quick response brass upright sprinklers installed in areas open to structure and concealed combustible spaces.
  - Dry pipe sprinkler system protecting parking garage 107 & shell space 220.
  - Wet pipe sprinkler system covering retail 101, down stair apt., shell space 221, & upstairs apt.
  
- b. Items specifically NOT included within the scope of work:
  - Painting and seismic bracing of sprinkler pipe
  - Fire extinguishers, fire alarm, or any electrical wiring
  - Fire pump & related equipment
  - Remote Fire Department Connection
  - Labeling of sprinkler piping (not required in NFPA 13)
  - Outside utility work including in building SS riser (our work starts 1' above finished floor)
  - Concrete (Housekeeping pads and any other concrete work)
  - Seismic Bracing.



**Fire Sprinkler Proposal (Excludes taxes)..... \$147,570.00**

**This is a budget number and is subject to change.**

**(note: performance bond & taxes provided upon request at cost)**

**(This is not an all-inclusive proposal and anything outside this scope of work will be on a time & material basis. (\$120.00/hr. regular time, \$180.00/hr. Overtime))**

**Please contact Ferguson Veresh office at (940) 692-4600 for any questions and/or comments regarding this proposal, including the scope of work. Ferguson Veresh will honor this proposal for a period of thirty (30) days.**

**Sincerely yours,**

**Landon Veitenheimer**

**Ferguson Veresh**



July 15, 2022

To:  
From: Reese Freeman  
Ref: Fire Sprinkler – 804 Lamar

Please find below confirmation of pricing for the above project.

The scope of work bid includes the following;

- Wet and Dry pipe sprinkler system per NFPA 13
- Design and Hydraulic Calculations
- New Fire Line into Building
- Concrete sawing, removal, backfill, and replacement
- Road Plates per City Requirement
- City Tap
- Stainless Steel Sweep
- Double Check Detector Backflow Prevention Device
- Wet Pipe Protection for Floor 1 and Floor 2 (Approx 21,373 sq. ft. of sprinkled area)
- Dry Pipe Protection for Floor 1 (approx. 7236 sq ft of sprinkled area)

The total price for the above is \$223,370.03

Not included in the above pricing are;

- Fire alarm interface
- Drawing of site plan, customer must provide CAD files for building
- Painting of pipe
- Sales Tax
- Ceiling or wall patch and repair

Thank you for the opportunity of quoting this proposal. If I can be of any further assistance, please do not hesitate to call.

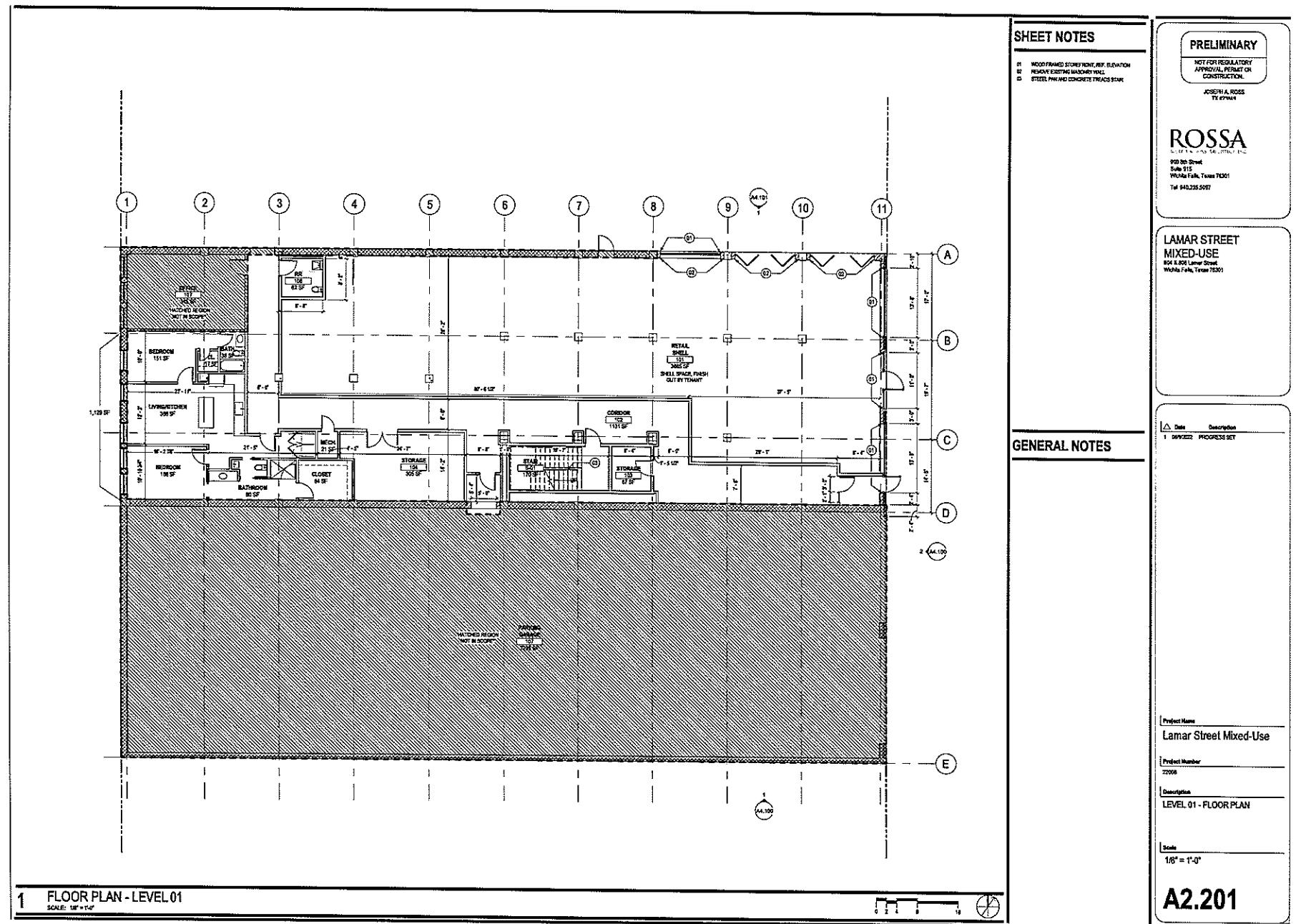
Reese Freeman  
Fire Protection Operations Manager  
RME-I #2851375 APS #2851954  
940-249-4770

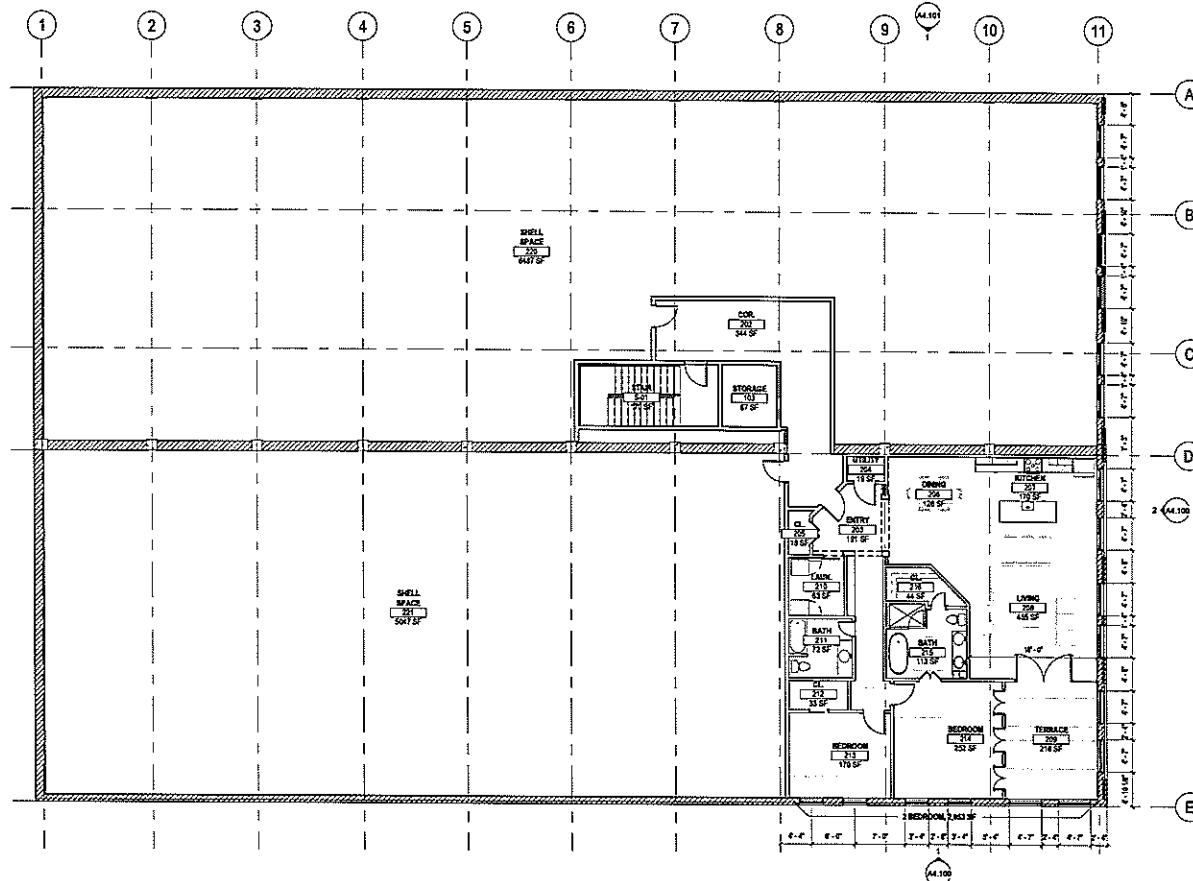
Inspections • Testing • Backflows • Fire Pumps • Hydrants • Design  
**24 HOUR EMERGENCY SERVICE**

[jameslane.com/fire-protection](http://jameslane.com/fire-protection) • 5024 Jacksboro Hwy. Wichita Falls, Texas 76302 • (940) 766-0244 • (940) 761-4880 FAX

MECHANICAL PLUMBING FIRE PROTECTION ENGINEERING

Regulated by: Texas State Board of Plumbing Examiners, 929 E. St. Austin TX 78765, 800.845.6584 & Texas Dept. of Licensing and Registration, P.O. Box 12157, Austin TX 78711, 800.803.9202 Hwy. TACLA 000983C - M-18384





1 LEVEL 02 - FLOOR PLAN

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**SHEET NOTES**

**PRELIMINARY**  
NOT FOR REGULATORY  
APPROVAL, PERMIT OR  
CONSTRUCTION.  
  
JOSEPH A. ROSS  
TX 872461

ROSSA  
SALON VON ROSSA

900 6th Street  
Suite 915  
Wichita Falls, Texas 76301  
Tel: 940.235.5097

**LAMAR STREET  
MIXED-USE  
504 & 506 Lamar Street  
Wichita Falls, Texas 76301**

△ Date	Description
1 05/05/2022	PROGRESS TEST

## GENERAL NOTES

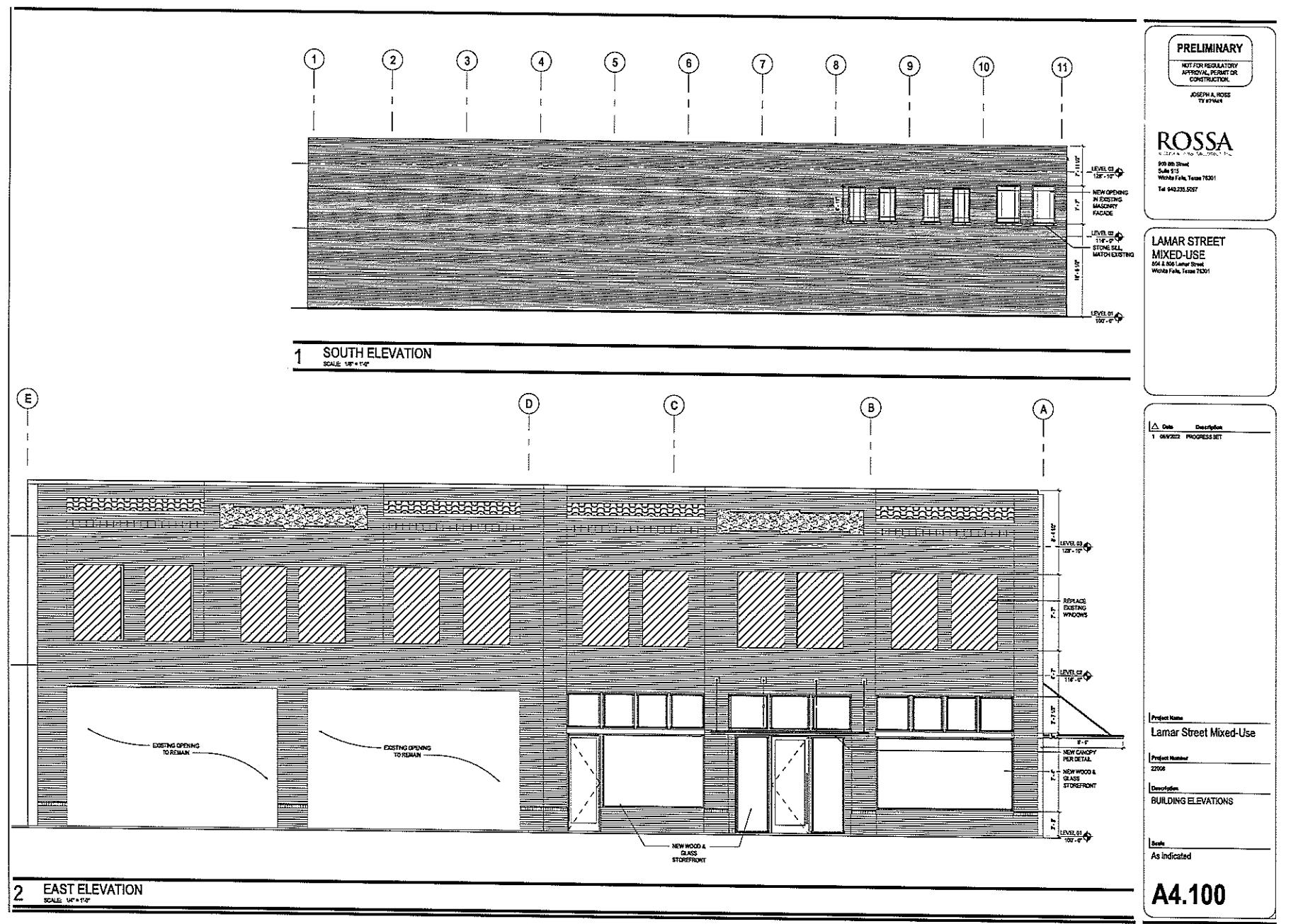
Project Name: Lamar Street Mixed-Use

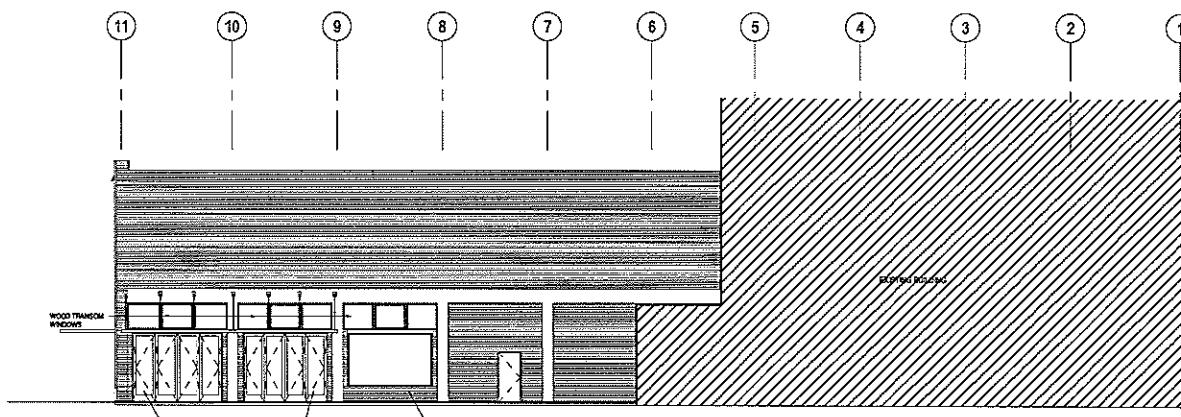
#### Product Market

**Description**

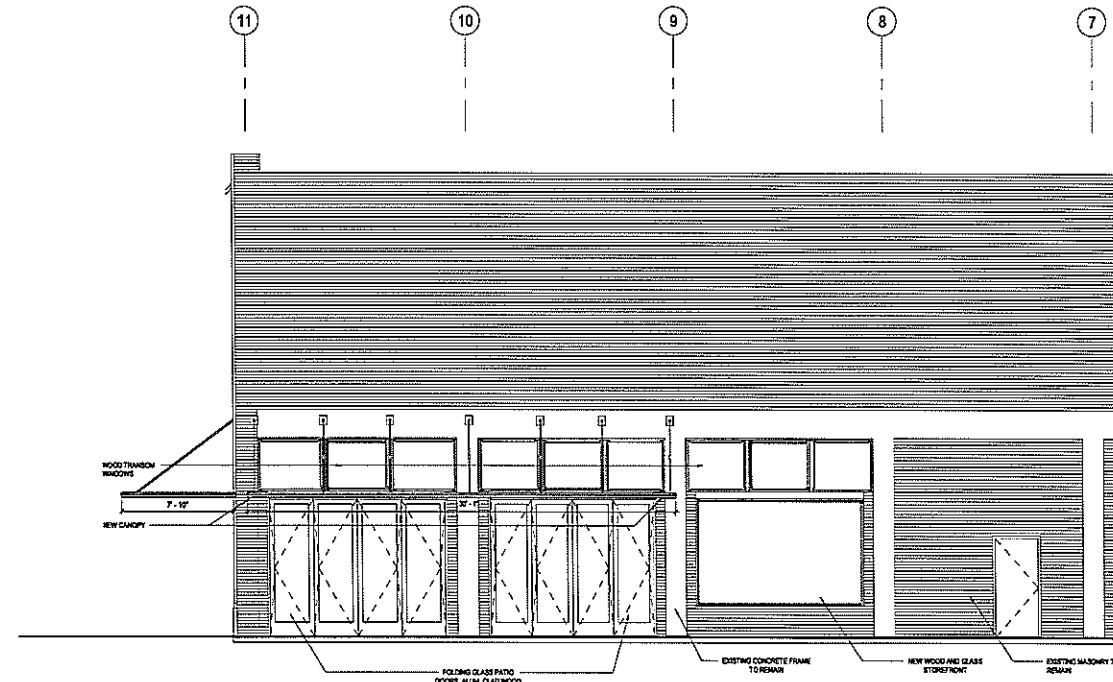
Scale

A2.202





**1** NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



**2** ENLARGED NORTH ELEVATION  
SCALE: 1/4" = 1'-0"

**SHEET NOTES**

**PRELIMINARY**  
NOT FOR REGULATORY  
APPROVAL, PERMIT OR  
CONSTRUCTION.

JOSEPH A. ROSS  
TE 97944

**ROSSA**

ROSSA INC. INC. INC.  
501 W. 5TH  
Suite 315  
Waco, Texas 76701  
Tel 942.225.5287

**LAMAR STREET**  
**MIXED-USE**  
404 & 406 Lamar Street  
Waco, Texas 76701

Date  Description

**GENERAL NOTES**

Project Name  
Lamar Street Mixed-Use

Project Number  
20008

Description  
BUILDING ELEVATIONS

Scale  
As Indicated

**A4.101**

© 2021

**W-9**

Form

(Rev. October 2018)

Department of the Treasury

Internal Revenue Service

**Request for Taxpayer Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

JERRY H. SKELTON

2 Business name/disregarded entity name, if different from above

CHELSEA PLAZA LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.



Individual/sole proprietor or single-member LLC



C Corporation



S Corporation



Partnership



Trust/estate



Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.



Other (see instructions) ►

5 Address (number, street, and apt. or suite no.) See instructions.

909 8<sup>th</sup> ST. STE 103

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

6 City, state, and ZIP code

WICHITA FALLS, TX 76301

7 List account number(s) here (optional)

Requester's name and address (optional)

**Social security number**

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

OR

**Employer identification number**

84 - 1978647

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
HereSignature of  
U.S. person ►

Jerry H. Skelton

Date ►

7/20/22

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

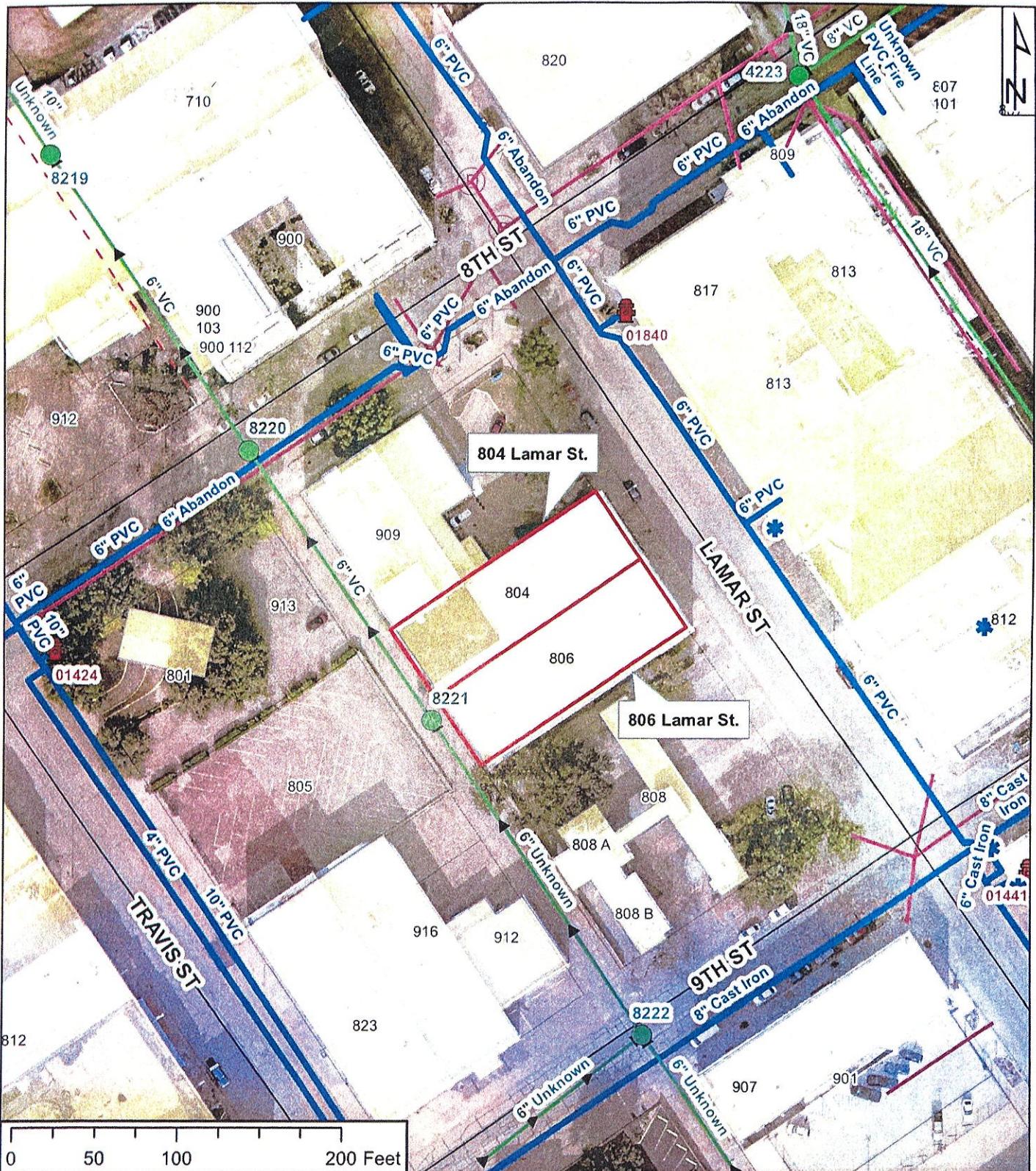
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



## 804 & 806 Lamar Street Utilities Map

CITY OF WICHITA FALLS, PLANNING DIVISION  
MAP PRODUCED BY: Cedric Hu  
DATE PRODUCED: 5 July 2022

Disclaimer  
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

### Legend

#### Buildings

#### TYPE

- Commercial
- Parcels

● Sewer Manholes

►► Gravity Mains

**Water Mains**

**Life Cycle**

— Active

□ Subject Properties

— Easements

○ Storm Manholes

— Storm Gravity Mains