

## AGENDA

### NOTICE OF MEETING

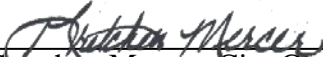
Notice is hereby given that the governing body of the City of Canyon will meet at 4:30 p.m. on Monday, the 17<sup>th</sup> day of October 2022 in the Commission Chambers of City Hall at 301 16th Street in the City of Canyon to discuss the following agenda items. Social Distancing and masks are encouraged.

The meeting is broadcast on [YouTube](#). YouTube does provide closed captioning on the recorded video, it is not provided real-time.

1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Approval of the Minutes of the Meeting of October 3, 2022.
5. Public Comment – Comments from Interested Citizens.
6. Consider and Take Appropriate Action on Resolution No. 25-2022, A Resolution of the City Commission of the City of Canyon Approving Project Funding Agreement Between 806 FIT, LLC and Canyon Economic Development Corporation Relating to Business Expansion in Canyon.
7. Consider and Take Appropriate Action the City of Canyon Comprehensive Plan Implementation Matrix and Annual Report.
8. Consider and Take Appropriate Action on the Purchase of a Vacuum Excavator.
9. Consider and Take Appropriate Action on the Purchase of a Sewer Pump Assembly Motor.
10. Executive Session Pursuant to §551.071 Consultation with Attorney, §551.074 Personnel Matters (EDC Director) and §551.074 Board Appointments (Canyon Economic Development Corporation).
11. Consider and Take Appropriate Action on Items Discussed in Executive Session.
12. Adjourn.

  
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Joe Price, City Manager

I certify that the above Notice of Meeting was posted on the bulletin board of the Civic Complex of the City of Canyon, Texas on the 14<sup>th</sup> day of October 2022.

  
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Gretchen Mercer, City Clerk

The City Commission of the City of Canyon met at 4:30 pm in the City Commission Chambers of the Civic Complex. Mayor Gary Hinders presided over the meeting with the following Commissioners in attendance, Mayor Pro-Tem Cody Jones, Kelsey Ward, Paul R. Lyons and Randy Ray.

Also present were the following City Staff: City Manager Joe Price, Assistant City Manager Jon Behrens, City Secretary Gretchen Mercer, Finance Director Joel Wright, Human Resources Director Hector Mendoza, Director of Planning and Development Danny Cornelius, Planning and Development Building Official Craig Brown, Planning and Development Inspector Stan Barnard, Purchasing Manager Beau Boyer, Communications Director Megan Nelson, Police Chief Steve Brush, Police Captain Matt Coggins, Fire Chief Dennis Gwyn, Assistant Fire Chief Vince Whitfill, Director of Public Works Dan Reese, Assistant Public Works Director Chris Enriquez, Water Superintendent Eric Whitten, and City Attorney Chuck Hester.

Item 1. Call to Order.

Mayor Hinders called the meeting to order at 4:35 pm.

Item 2. Invocation.

Mayor Pro-Tem Jones gave the invocation.

Item 3. Pledge of Allegiance.

The Pledge of Allegiance was led by Commissioner Ray.

Item 4. Approval of the Minutes of the Meeting of September 6, 2022

Mayor Pro-Ten Jones moved, duly seconded by Commissioner Ward to approve the minutes of September 6, 2022 as presented. Motion carried unanimously.

Item 5. Public Comment – Comments from Interested Citizens

No comments were made.

Item 6. Conduct a Public Hearing and Consider and Take Appropriate Action on Ordinance No. 1164, An Ordinance of the City Commission of the City of Canyon, Texas, Rezoning Spring Canyon Unit No. 3, An Addition to the City of Canyon, Randall County, Texas, Providing That the Zoning Classification be Posted Upon the Zoning District Map of the City of Canyon, Providing That All Ordinances or Parts of "Ordinances in Conflict Herewith are Expressly Repealed, and Providing for an Effective Date. Rezoning Request is for SF-A (Single-Family Agricultural Residential District) to be Zoned as SF-E (Single-Family Estate Residential District).

Planning and Development Director Danny Cornelius presented Ordinance No. 1164 for consideration. Mr. Cornelius said Daryl Furman submitted an application for a zoning change for Spring Canyon Unit No. 3 on behalf of Canyon Capital Group, LLC. Mr. Cornelius said notices were sent to 7 owners of property within 200' and in the city limits of Canyon with 1 response received in

support of the request. Mr. Cornelius stated the Planning and Zoning Commission voted unanimously to recommend approval of the zoning request to the City Commission.

Mayor Hinders opened the public hearing.

There being no comments, Mayor Hinders closed the public comments.

After discussion, Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ward to adopt Ordinance No. 1164 rezoning the proposed Spring Canyon Unit No. 3. Motion carried unanimously.

ORDINANCE NO. 1164  
Spring Canyon Unit No. 3 Zoning  
AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF  
CANYON, TEXAS, REZONING SPRING CANYON UNIT NO. 3,  
AN ADDITION TO THE CITY OF CANYON, RANDALL COUNTY,  
TEXAS, PROVIDING THAT THE ZONING CLASSIFICATION BE  
POSTED UPON THE ZONING DISTRICT MAPS OF THE CITY OF  
CANYON, PROVIDING THAT ALL ORDINANCES OR PARTS OF  
ORDINANCES IN CONFLICT HERewith ARE EXPRESSLY  
REPEALED, AND PROVIDING FOR AN EFFECTIVE DATE.

Item 7. Consider and Take Appropriate Action on a Plat for Spring Canyon Unit No. 3.

Planning and Development Director Danny Cornelius presented a Plat for Spring Canyon Unit No. 3 for consideration. Mr. Cornelius said Spring Canyon Unit No. 3 is a 63.37 acre, 60 lot development and that the City of Canyon owns the water rights. Mr. Cornelius said each lot will be at least ½ acre and served by septic systems and city water. Mr. Cornelius said approximately 10 lots will have private wells and septic systems with the water metered and billed by the City of Canyon.

After discussion, Commissioner Ward moved, duly seconded by Commissioner Ray to approve the plat for Spring Canyon Unit No. 3. Motion carried unanimously.

MAYOR HINDERS MOVED TO ITEM 12.

Item 12. Consider and Take Appropriate Action on Ordinance No. 1165, An Ordinance of the City of Canyon, Texas, Designating Certain Real Property Owned by the City as a Public Park to be Used for Recreational Purposes in Accordance with the Municipal Charter of the City of Canyon and Providing for Severability and an Effective Date. (Trails at Buffalo Hill).

Assistant City Manager Jon Behrens presented Ordinance No. 1165 for consideration. Mr. Behrens gave a brief history of the development of Trails at Buffalo Hill and introduced Neil Hinders who had the vision for the project and Chris Podzemny who designed and built 6 plus miles of trails. Mr. Hinders and Mr. Podzemny gave an overview of the creation of the Trails at Buffalo Hill and publicly thanked all the volunteers for their help with the creation and upkeep of the trails, the City of Canyon Parks for mowing and the Canyon City Commission for their support of the project. Mr. Hinders said the Canyon Trails at Buffalo Hill attracts hundreds of bike enthusiasts and hikers every year.

Mr. Behrens stated the adoption of Ordinance No. 1165 would formally dedicate the Trails at Buffalo Hill property as a park and would require an election to change that designation.

After discussion, Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ray to adopt Ordinance No. 1165 designating the area known as the Canyon Trails at Buffalo Hill as a public park. Motion carried unanimously

ORDINANCE NO. 1165  
AN ORDINANCE OF THE CITY OF CANYON, TEXAS,  
DESIGNATING CERTAIN REAL PROPERTY OWNED BY THE  
CITY AS A PUBLIC PARK TO BE USED FOR RECREATIONAL  
PURPOSES IN ACCORDANCE WITH THE MUNICIPAL  
CHARTER OF THE CITY OF CANYON AND PROVIDING FOR  
SEVERABILITY AND AN EFFECTIVE DATE.

MAYOR HINDERS MOVED TO ITEM 8.

Item 8. Consider and Take Appropriate Action on Update on ISO Action Plan and AFG SAFER Grant Status from Fire Chief Dennis Gwyn.

Fire Chief Dennis Gwyn gave an update on the ISO stating a letter of corrective actions had been submitted to ISO in reference to the City's ISO classification regression from a 2 to a 4 and has been accepted. Chief Gwyn said ISO will check on progress of the corrections being made each quarter over the next 12 months and that as long as the city is making progress the ISO classification would remain at 2.

Chief Gwyn reported the AFG SAFER Grants began being awarded in August 2022 and the Canyon Fire Dept. has not yet received notification of award or turn down. In the event the City of Canyon Fire Department did not receive a grant, Chief Gwyn proposed to hire 2 full-time firefighters as funded in the 2022-23 budget immediately and then reapply for the FY 2022 AFG SAFER Grant when it becomes available in early 2023 using a professional fire grant writing service again requesting additional full-time firefighters.

No action taken, informational only.

Item 9. Consider and Take Appropriate Action on the August 31, 2022 Financial Report by Finance Director Joel Wright.

Finance Director Joel Wright presented the Financial Report for consideration. After discussion Commissioner Ray moved, duly seconded by Commissioner Ward to approve the Financial Report as presented. Motion carried unanimously.

Item 10. Consider and Take Appropriate Action on the August 31, 2022 Investment Report by Finance Director Joel Wright.

Finance Director Joel Wright presented the Investment Report for consideration. After discussion Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ward to approve the Investment Report as presented. Motion carried unanimously.

- Item 11. Consider and Take Appropriate Action on Resolution No. 23-2022, A Resolution of the City Commission of the City of Canyon, Texas, Adopting the City of Canyon's Debt Management Policy.

Director of Finance Joel Wright presented Resolution No. 23-2022 for consideration. Mr. Wright said the purpose of this policy is to establish and maintain one of the key elements of the financial stability of the city by setting guidelines and parameters for the City's incurrence and issuance of debt. Mr. Wright gave an overview of the policy and said this policy is a tool to keep the city out of trouble. Assistant City Manager Jon Behrens added the development of this policy was one of the goals in the City of Canyon Strategic Plan.

After discussion, Commissioner Ward moved, duly seconded by Mayor Pro-Tem Jones to adopt Resolution No. 23-2022 approving the City of Canyon Debt Management Policy. Motion carried unanimously.

RESOLUTION NO. 23-2022  
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
CANYON, TEXAS, ADOPTING THE CITY OF CANYON'S DEBT  
MANAGEMENT POLICY.

- Item 13. Executive Session Pursuant to §551.071 Consultation with Attorney, §551.074 Personnel Matters (City Manager, EDC Director, and Planning and Development Director), and §551.074 Board Appointments (Canyon Economic Development Corporation).

Mayor Hinders indicated the City Commission would adjourn into Executive Session at 5:31 pm.

- Item 14. Consider and Take Appropriate Action on Items Discussed in Executive Session.

Upon returning from Executive Session at 7:45 pm, the following action was taken.

Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ray to extend City Manager Joe Prices contract to October of 2024 and raise his annual salary from \$155,000 to \$165,000. Motion carried unanimously.

- Item 15. Adjourn.

There being no further business, Mayor Pro-Tem Jones moved this meeting be adjourned at 7:46 pm.

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Gary Hinders, Mayor

ATTEST:

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Gretchen Mercer, City Secretary

To: Joe Price, City Manager  
From: Jim Bryan, President of CEDC Board  
Date: October 17, 2022  
Re: First Reading of Resolution No. 25-2022. A Resolution of the City Commission of the City of Canyon Approving a Project Funding Agreement Between 806 Fit, LLC and Canyon Economic Development Corporation Relating to Business Expansion.

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During the September 08, 2022 meeting of the Canyon Economic Development Corporation (CEDC) approved project funding for 806 Fit, LLC for Business Expansion.

The total funding request is \$100,000. The funds would be disbursed from the CEDC.

A Public Hearing was held October 13<sup>th</sup> and there was not any opposition for the project funding.

**First Reading only, no action required. Second and Final Reading to adopt Resolution No. 25-2022 is tentatively scheduled for November 7, 2022.**

**RESOLUTION NO. 25-2022**

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING PROJECT FUNDING AGREEMENT BETWEEN 806 FIT, LLC AND CANYON ECONOMIC DEVELOPMENT CORPORATION RELATING TO BUSINESS EXPANSION IN CANYON.**

WHEREAS, on October 13, 2022 the Canyon Economic Development Corporation (“CEDC”) conducted a public hearing regarding the use of sales and use tax revenues collected pursuant to the Development Corporation Act of 1979, TEX. LOC. GOV'T CODE CHAPTERS 501-505, (“the Act”) for funding an expansion of existing business in Canyon; and,

WHEREAS, the City Commission of the City of Canyon, Texas, finds it to be in the public interest for CEDC to provide funding to 806 Fit, LLC for the purpose of Business Expansion. The CEDC board has approved and presented to the City Commission the funding proposal for consideration and approval following a first and second reading;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF CANYON;**

**SECTION 1:**

That funding by CEDC to 806 Fit, LLC be, and it is hereby approved, and the sales tax revenue subject to the limitation of the Act, collected pursuant to the Act by CEDC may be used for the purpose of business expansion an amount not to exceed \$100,000 to assist the 806 Fit, LLC. The sales tax revenue referred to in this Resolution shall be the revenue on deposit in Sales Tax Improvement Fund (Fund 40) for direct costs related to the project.

READ in accordance with TEXAS LOCAL GOVERNMENT CODE §505.158 with a quorum of the City Commission duly and lawfully assembled and at a public meeting properly called and noticed in accordance with the Texas Open Meetings Act, on the first (1<sup>st</sup>) reading, on the 17th of October, 2022.

CITY OF CANYON, TEXAS

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GARY HINDERS, Mayor

ATTEST:

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Gretchen Mercer, City Secretary

RESOLUTION PASSED AND ADOPTED by the City Commission of the City of Canyon, Texas, with a quorum of the City Commission duly and lawfully assembled and voting and at a public meeting properly called and noticed in accordance with the Texas Open Meetings Act, on the second (2<sup>nd</sup>) and final reading, on the 7<sup>th</sup> of November, 2022.

CITY OF CANYON, TEXAS

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GARY HINDERS, Mayor

ATTEST:

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Gretchen Mercer, City Secretary



To: Joe Price, City Manager  
From: Danny Cornelius, Director of Planning and Development  
Date: October 17, 2022  
Re: Consider and Take Appropriate Action on the City of Canyon Comprehensive Plan Implementation Matrix and Annual Report.

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The City of Canyon adopted a new Comprehensive Plan in 2019. Freese and Nichols, Inc. was hired as the consultant and, with Assistant City Manager Jon Behrens working as the primary staff liaison, guided a City Commission appointed advisory committee, the Planning and Zoning Commission, and the City Commission through a process of study and community engagement. The plan acts as a guide, providing recommended strategies, actions, and policies for community development.

Chapter 9 of the Comprehensive Plan provides an Implementation Matrix which contains specific recommendations to facilitate bringing the plan's vision to reality. Staff has prepared the attached matrix with notes of progress on several actions and policies.

**RECOMMENDED MOTION**

*This is an informational report only, no motion/action required.*



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS                                   |
|---|--|--|
| <b>CHAPTER 3: FUTURE LAND USE</b>   |  |  |
| <b>1. UPDATE THE ZONING AND SUBDIVISION REGULATIONS TO MATCH THE RECOMMENDATIONS OF THIS COMPREHENSIVE PLAN</b>   |  | <b>DC</b>                                |
| Review all recommended code updates with the Planning and Zoning Commission and City Commission. (P&D)  | Draft revisions are now in the Public Review stage. The next step in the review process will be stakeholder meetings.  | <b>In process</b><br>FY 22-23 Completion |
| Update the zoning and subdivision regulations (either a complete re-write or specific updates based on guidance from the City Commission). (P&Z, P&D, CC, PW)                                 | Draft revisions are now in the Public Review stage. The next step in the review process will be stakeholder meetings.  | <b>In process</b><br>FY 22-23 Completion |
| <b>2. PROMOTE THE DEVELOPMENT OF KEY GATEWAYS AND NODES FOR NON-RESIDENTIAL DEVELOPMENT.</b>  |  | <b>DC</b>                                |
| Focus non-residential development in a nodal pattern around key, high visibility intersections: FM 3331/IH-27, 4 <sup>th</sup> /IH-27, and areas north of W Country Club Road. (P&Z, CC, P&D) | A node is a hub outside of the city center. Containing activity and infrastructure to support it, such as residential, commercial and retail buildings. Developments such as Madison Park and Spring Canyon provide for commercial and retail uses to serve the residential areas. | <b>Ongoing</b>                           |
| Update the zoning regulations to require higher standards for non-residential uses such as retail and commercial uses. (P&Z, CC, P&D, B&CD)   | Draft revisions are now in the Public Review stage. The next step in the review process will be stakeholder meetings.  | <b>In process</b><br>FY 22-23 Completion |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS   | STATUS             |
|--|---|--------------------|
| <b>3. CREATE FAMILY-ORIENTED VENUES AND GATHERING PLACES.</b>  |   | <b>JB</b>          |
| Consider options for multi-purpose uses in future public facilities that would allow for youth activities or space for event rentals. (Parks, PW, P&D)   | Facilities expansion study is underway.   | <b>Not started</b> |
| Work with the EDC to provide incentives to businesses that cater to youth and entertainment options. (B&CD, P&D)   |   | <b>Not started</b> |
| Continue to monitor areas that are appropriate for a convention center and work with other entities for joint funding partnerships (West Texas A&M University, Canyon ISD, and/or Canyon EDC). (B&CD, P&D) | Discussions have occurred in the past. No joint projects at this point. CISD has completed the Happy State Bank Conference Center at Happy State Bank Field. A new Hampton Inn is being built on WTAMU property, containing a conference space.   | <b>Ongoing</b>     |
| <b>4. CONTINUE TO WORK WITH THE EDC TO PROMOTE NEW BUSINESS.</b>   |   | <b>DC</b>          |
| Educate the EDC staff about the new Future Land Use Map and associated policies. (P&D)   | Initial presentation 7/19. Another update will occur in 2022 with the new EDC Director.   | <b>Ongoing</b>     |
| Designate a City representative to attend all EDC meetings. (CM)   | The CM or ACM will attend meetings.   | <b>Completed</b>   |
| Assist in speeding up the development review process and/or waiving development fees for the new businesses that align with the goals and actions of this Plan. (P&D)                                      | In process with draft Subdivision Ordinance and Development Guide. Staff has implemented several initiatives including written procedures/workflow and regularly scheduled weekly meetings where multiple department representatives are available for contractors, developers, architects, etc. to discuss projects. Development fees have | <b>Ongoing</b>     |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS             |
|---|--|--------------------|
|   | been initiated. The City Manager has at times adjusted fees as a negotiating tool.   |                    |
| <b>5. FOCUS KEY NON-RESIDENTIAL REDEVELOPMENT EFFORTS AROUND THE PROMINENT THOROUGHFARES AND INTERSECTIONS, INCLUDING THE INTERSECTION OF 4<sup>TH</sup> AVENUE AND 23<sup>RD</sup> STREET.</b> |  | <b>DC</b>          |
| Create a redevelopment plan/policy for key thoroughfares/intersections. (PW, P&D, CC)   | A thoroughfare plan will be included with the Subdivision Ordinance. A plan will be included in the CIP for future budget consideration.   | <b>Not started</b> |
| Work with EDC to bring target business to these areas. (B&CD, CEDC, CM)   |  | <b>Ongoing</b>     |
| Consider purchasing properties in these areas, as they become available. (P&D, B&CD)  |  | <b>Ongoing</b>     |
| Adopt specific design standards for these areas to set them apart. (P&Z, P&D, CC)   | The draft Zoning Ordinance will provide for a Main Street Overlay District containing all Main Street designated areas including, but not limited to, 4 <sup>th</sup> Ave & 23 <sup>rd</sup> Street. | <b>In process</b>  |
| <b>6. CREATE ORDINANCES TO PROTECT FLOODPLAINS.</b>   |  | <b>DC</b>          |
| Coordinate with the Planning and Development staff to review existing floodplain ordinances. (P&D)  | The current ordinance is following all NFIP requirements including an additional 1' freeboard requirement for all new construction and substantially improved structures.                            | <b>Completed</b>   |
| Identify potential updates and review with the Planning and Zoning Commission and the City Commission. (P&D)  | Discuss any potential updates with the P&Z. Freese and Nichols has been contracted to aide in submittal of a Hazard Mitigation Grant. Updates may arise from the process. A                          | <b>Ongoing</b>     |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS   | STATUS                                   |
|---|---|--|
|   | Regional Flood Planning Group has been created. The group is studying future mitigation projects.   |  |
| <b>7. CONTINUE TO DEVELOP PUBLIC USES NORTH OF THE SQUARE.</b>  |   | <b>JB</b>                                |
| Consider this area for all future public facilities. (P&D, CM, CC, CM, ACM)                                 | Sims Architects is conducting a facilities expansion study.   | <b>Ongoing</b>                           |
| Brand the area as a municipal complex, with consistent signage and way-finding. (P&D, CM, ACM)              |   | <b>Not started</b>                       |
| Develop the property north of City Hall for future expansion of the Civic Complex. (CM, CC, PW)             | Preliminary discussions have occurred. The expansion study is underway.   | <b>Initiated</b>                         |
| <b>8. PROMOTE RURAL LAND USES THAT WILL HAVE LIMITED OR NO CITY SERVICES.</b>                               |   | <b>DC</b>                                |
| Through the subdivision ordinance, allow for rural residential lots with septic sewer and well water. (P&D) | Draft revisions are now in the Public Review stage. The next step in the review process will be stakeholder meetings.                           | <b>In process</b><br>FY 22-23 Completion |
| <b>9. BEGIN TO MAKE INFRASTRUCTURE UPGRADES IN THE DOWNTOWN AREA.</b>                                       |   | <b>JB</b>                                |
| Before making upgrades, define the exact boundaries of the downtown area. (P&D, PW, CC, City E)             | Downtown Master Plan, which will be adopted in the upcoming months, defines the downtown area.  | <b>In process</b><br>FY 22-23 Completion |
| Budget for sidewalk repairs every year to bring sidewalks up to ADA standards. (CM, CC, PW)                 | Downtown Master Plan Project includes sidewalk replacement projects. All projects will be included in the CIP for future funding consideration. | <b>Not started</b>                       |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS   | STATUS   |
|---|---|--|
| Study the downtown drainage issues and budget for improvements. (CM, CC, PW)  | Downtown Master Plan Project includes addressing the drainage issues. All projects will be included in the CIP for future funding consideration. The Downtown TIRZ has been approved by the City and Randall County and it may provide additional funding for projects. | <b>In process</b>  |
| Continue to implement the actions from the Downtown Streetscape Master Plan. (CM, CC, PW)   | The Downtown Master Plan should be adopted in 2022.   | <b>No longer relevant due to development of the DTM.</b>         |
| <b>10. PROMOTE LOW DENSITY RESIDENTIAL DEVELOPMENT IN THE ETJ.</b>  |   | <b>DC</b>  |
| Adopt an ordinance requiring annexation into the City for water and wastewater service. (CM, CC)                                  | Will be included in the new Subdivision Ordinance.  | <b>Initiated</b>   |
| Through the subdivision regulations, require the same level of standards in the ETJ that are required in the City. (P&Z, CC, P&D) | Ordinance No. 1100  | <b>Complete – Ordinance No. 1100 – Adopted November 5, 2018.</b> |
| Study the feasibility of annexing some of the recommended growth areas in the next five years. (P&D)                              | State law largely prohibits annexation unless by owner consent. When in the City’s best interest, growth areas will be encouraged to annex in accordance with state law and local ordinances.   | <b>Ongoing with legislative restrictions</b>                     |
| <b>11. EXPAND LIGHT INDUSTRIAL USES ALONG HIGHWAY 60.</b>   |   | <b>DC</b>  |
| Rezone vacant land in this area to light industrial. (P&Z, P&D)   | The CEDC has purchased some property in this area. As development occurs, the land will be appropriately zoned. The area is included in the new TIRZ.   | <b>Ongoing</b>   |
| Work with EDC to promote these areas to future industries. (B&CD, CM)   | No formal discussions specifically related to this area. The area is included the new TIRZ.   | <b>Not started</b>   |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS                                   |
|---|--|--|
| Consider incentives, like reduced or waived development fees. (B&CD, P&D, CM)   | Development fees have been initiated. The City Manager has at times adjusted fees as a negotiating tool.   | <b>Initiated</b>                         |
| <b>CHAPTER 4: TRANSPORTATION</b>  |  |  |
| <b>1. UPDATE AND STREAMLINE THOROUGHFARE DOCUMENTS.</b>   |  |  |
| Verify the City has active functional classifications and roadway standards. If so, update the elements to reflect the currently understood regulations and coordinate updates between all City documents, including, but not limited to the Code of Ordinances, subdivision regulations, and Comprehensive Plan to ensure consistency. The City should formulate and adopt these standards if they are not currently active. (P&D, PW) | The new Subdivision Ordinance will move forward with Stakeholder meetings soon and contains roadway classifications. Currently discussing further development of Thoroughfare Plan which will be part of the Amarillo Area Multimodal Plan. <b>A plan will be included in the CIP.</b> | <b>In process</b>                        |
| Develop cross sections to accompany the City's roadway design standards. (PW)   | Updated Subdivision Ordinance and specifications will include this information.  | <b>In process</b><br>FY 22-23 Completion |
| Create a map of City roads and their corresponding roadway classification. (PW)   | Updated Subdivision Ordinance will clarify the roadway classifications.  | <b>In process</b><br>FY 22-23 Completion |
| Conduct an annual review of the Thoroughfare Plan Map to ensure that it reflects future land use policies and planned roadway and transportation policies. (PW)   | Plan to be updated and then regular review will occur. A plan will be included in the CIP.   | <b>Not started</b>                       |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS   | STATUS                                   |
|---|---|--|
| <b>2. CONTINUE TO ADDRESS TRAFFIC AND TRANSPORTATION ISSUES WITHIN THE COMMUNITY.</b>   |   | <b>JB</b>                                |
| BRICK STREETS: Through a survey or other means of public outreach, identify whether the community would like to expand or consolidate the City’s brick streets. Identify and prioritize the roadways that should be modified. Any bricks that are removed should be recycled for infill. It is recommended that the City consider the brick streets on 4 <sup>th</sup> and 5 <sup>th</sup> Avenues and 15 <sup>th</sup> and 16 <sup>th</sup> Streets first. (P&D, PW) | Downtown Master Plan will assist in defining downtown district and provide guidance related to the future of various blocks of streets. Staff met with City of Amarillo staff to discuss brick street repair. City Manager will update the City Commission on future plans. | <b>In process</b>                        |
| 23 <sup>RD</sup> STREET AND 4 <sup>TH</sup> AVENUE: Initiate a traffic operational study to identify specific issues and evaluate strategies to address congestion. One consideration could be to improve and widen parallel routes. (PW)   | To be addressed in updated Thoroughfare Plan.   | <b>Not Started</b>                       |
| PARKING: Consider parking demand impacts in coordination with ongoing and future traffic and traffic studies. Create a long-term strategy to meet parking demands by identifying options including on and off-street parking and shared parking. (P&D, PW, B&CD)  | Downtown Master Plan will include a Traffic Study and should provide guidance for the future in this area.  | <b>In process</b><br>FY 22-23 Completion |
| BIKE LANES: Conduct a bike study to better understand bike usage and demand, as well as identify the best options for routes. (P&D, PW)   | Studies yet to be completed. Bike lanes have been designated along Russell Long Blvd. Preliminary discussions have occurred related to possible bike routes. Thoroughfare plan should be multimodal.  | <b>Initiated</b>                         |





## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS            |
|---|--|-------------------|
| US 87 AT IH 27: Add acceleration and deceleration lanes along IH 27 SB frontage road and add a frontage road/off-ramp on I-27 north of FM 3331 and a connection to W. Country Club Road. (PW)   | TxDOT owned roadways. The City now has a voting representative to the area MPO. This gives the City a voice in future TxDOT projects.  | <b>Ongoing</b>    |
| FM 2590: Conduct a corridor study to develop and evaluate strategies to alleviate traffic safety and operational issues; two strategies to be included could be adding acceleration and deceleration lanes at appropriate locations. (PW) | TxDOT owned roadway. Amarillo Area MPO currently evaluating projects for this corridor. Ordinance No. 1140 lowers the speed limit on FM 2590. A 4-way stop has been installed at the W Country Club intersection. TxDOT is considering requiring turn lanes for new access points. | <b>Ongoing</b>    |
| <b>3. INCORPORATE COMPLETE STREET TREATMENTS IN FUTURE PROJECTS.</b>  |  | <b>DC</b>         |
| Reference the Complete Street Treatments and identify the suitable treatments for each roadway project. (P&D, PW)   | Street design standards will be included in the Subdivision Ordinance and Thoroughfare Plan.   | <b>In process</b> |
| Prioritize roadways and areas to receive complete street improvements. Hire a grant coordinator or consultant to identify transportation funding sources, create a funding strategy, and timeline for improvements. (CM, P&Z, P&D, PW)    | The Thoroughfare Plan, Downtown Master Plan, and Multimodal Plan will aide in identification of projects.  | <b>In process</b> |
| Coordinate with TxDOT regarding improvements to State-owned roadways as well as planned and future projects. (PW, CM)   | The Spur 48 (Russell Long Blvd) project was completed (3/20) in coordination with TxDOT and WTAMU. A 23 <sup>rd</sup> St sidewalk project may occur in 2023.   | <b>Ongoing</b>    |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS   | STATUS           |
|--|---|------------------|
| Create an internal process to ensure that opportunities for roadway improvements are considered in conjunction with planned roadway repairs, expansions, or extensions. (PW, CM)   | The Thoroughfare Plan, Downtown Master Plan, and Multimodal Plan will aide in creation of the process.  | <b>Initiated</b> |
| <b>4. COORDINATE THOROUGHFARE PLANNING WITH REGIONAL AND STATE AGENCIES.</b>   |   | <b>DC</b>        |
| Coordinate with TxDOT regarding any improvements or extension of local roads that could impact State-owned roads. One example is the possible extension of Valleyview (local roadway) to FM 3331 (TxDOT roadway). (P&D, PW, CM)                | Staff will remain in contact with TxDOT and coordinate efforts when opportunities exist.  | <b>Ongoing</b>   |
| Coordinate with TxDOT and the MPO to identify cost-sharing or grant opportunities for transportation-related projects and to ensure that planning efforts within the City are accurately reflected in regional planning initiatives. (P&D, PW) | The City now has a voting representative to the area MPO. This gives the City a voice in future TxDOT projects. TxDOT representatives are attending monthly meetings with the City Development Review Team. | <b>Ongoing</b>   |
| <b>CHAPTER 5: UTILITIES &amp; INFRASTRUCTURE</b>   |   |                  |
| <b>1. UPDATE UTILITY PLANS REGULARLY, IN COORDINATION WITH THE FUTURE LAND USE PLAN.</b>   |   | <b>DC</b>        |
| Review all utility plans each time the Future Land Use Plan is updated, and make updates as needed (and vice versa). (P&D, PW)   | Utilities will be reviewed as the plan is updated. Water and Sewer studies reviewed and considered early in all development discussions. The updating of Plans will be included in the CIP.                 | <b>Ongoing</b>   |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS  | STATUS   |
|--|--|--|
| <b>2. FORMALIZE A CAPITAL IMPROVEMENTS PROGRAM (CIP).</b>  |  | <b>JB</b>  |
| Educate the P&Z and City Commission on the process of capital improvement programming and solicit their feedback. (CM) | The CIP has been adopted.  | <b>Completed</b>   |
| To move forward with implementing a CIP, obtain permission from the City Commission. (CM)                              | The CIP has been adopted.  | <b>Completed</b>   |
| Work with a consultant to develop a long and short-range CIP specifically tailored to Canyon. (CM)                     | The Strategic Plan has been adopted.   | <b>Completed</b>   |
| Include the top priority infrastructure projects identified on page 121. (CM)  | CIP will assist with this prioritization. Projects will be graded for priority in 2022.  | <b>In process</b>  |
| <b>3. CONSIDER THE FEASIBILITY OF AN IMPACT FEE PROGRAM TO FUND FUTURE INFRASTRUCTURE.</b>                             |  | <b>JB</b>  |
| Review State law regarding impact fees and/or have an internal staff educational seminar. (P&D, PW, CM)                | Freese and Nichols and been contracted to study development sustainability and funding options. Verdunity has provided fiscal analysis of a proposed development. They have contracted to perform another. | <b>Completed</b><br><b>RFQ for Development Funding and Impact Fees issued 9/9/22</b> |
| Educate the P&Z and City Commission on the process of impact fees and solicit their feedback. (P&D, PW, CM)            | Funding options have been discussed at multiple meetings and feedback has been solicited.  | <b>Completed</b>   |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS  | STATUS             |
|--|--|--------------------|
| <b>4. DEVELOP AN ASSET MANAGEMENT PROGRAM.</b>   |  | <b>JB</b>          |
| Conduct a street condition inventory. (PW)   | Will be included in the CIP.   | <b>Initiated</b>   |
| Conduct a water/wastewater condition inventory. (PW)   | Will be included in the CIP.   | <b>Initiated</b>   |
| Rank necessary projects for updating aging facilities based on current effectiveness and maintenance needs. (CM, PW)                   | CIP will assist in prioritization of projects.   | <b>Initiated</b>   |
| <b>CHAPTER 6: PUBLIC FACILITIES</b>  |  |                    |
| <b>1. MONITOR GROWTH AND PLAN FOR PUBLIC FACILITIES, AS NEEDED, TO MEET POPULATION DEMAND.</b>   |  | <b>DC</b>          |
| Monitor population projections and track estimated population based on yearly building permits. (P&D)                                  | The Planning and Development Department will continue to track.  | <b>Ongoing</b>     |
| Adopt standards for each public facility type that operates on a service area. (PW, P&D)   | No action.   | <b>Not started</b> |
| Budget for new or updated public facilities in the Capital Improvement Program years in advance of the population growth. (CM, CC, PW) | The CIP has been adopted. Discussions occurring related to future facilities. Future facility expansion plans will be included in the CIP. | <b>Ongoing</b>     |
| <b>2. IMPLEMENT PLANS FOR THE NEW POLICE DEPARTMENT.</b>   |  | <b>JB</b>          |
| Continue working with the Police Department and the architectural consultant to finalize the plans. (CM, CC, PW, ACM)                  | Facilities expansion study is underway.  | <b>In process</b>  |
| Present plans to the City Commission to obtain approval for funding, construction, etc. (CM, CC, PW)                                   | Facilities expansion study is underway.  | <b>In process</b>  |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS   | STATUS             |
|---|---|--------------------|
| Begin to develop a plan to utilize the current Police Department space to house other City departments after the new facility is constructed. (CM, PW, ACM)   | Facilities expansion study is underway.                     | <b>In process</b>  |
| <b>3. MAINTAIN HIGH QUALITY STANDARDS FOR ALL PUBLIC FACILITIES.</b>  |   | <b>JB</b>          |
| For all new public facilities, follow the updated non-residential design guidelines, as appropriate. (P&D)  | Staff will continue to follow the latest design guidelines. | <b>Ongoing</b>     |
| Identify upgrades to existing public facilities and budget for the improvements over the next five years. (CM, CC, PW)  | Creation of CIP is in process. Projects to be determined.   | <b>Ongoing</b>     |
| <b>4. COORDINATE WITH RANDALL COUNTY ABOUT THE FUTURE OF THE COURTHOUSE.</b>  |   | <b>JB</b>          |
| Identify a City staff member, along with other community advocates, to regularly meet with a point of contact at the County to discuss partnerships and future options for the Courthouse; Present ideas to the County Commissioner's Court as needed. (CC) | No action.  | <b>Not Started</b> |
| Allocate funds, as appropriate, to assist with any future efforts or partnerships related to the County Courthouse. (CM, CC)  | No action.  | <b>Not Started</b> |
| Establish a taskforce committee from key governmental entities to address key issues such as the Courthouse. (CM)   | Ongoing discussions.  | <b>Not Started</b> |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS                                   |
|---|--|--|
| <b>CHAPTER 7: HOUSING AND NEIGHBORHOODS</b>   |  |  |
| <b>1. PROTECT EXISTING NEIGHBORHOODS</b>  |  | <b>DC</b>                                |
| Develop infill standards that protect the look and feel of existing neighborhoods. (P&D, P&Z, CC)   | Draft Zoning Ordinance in process. Stakeholder meetings will occur soon.                             | <b>In process and ongoing</b>            |
| Update zoning ordinance to ensure that adjacency standards are included for protecting residential areas that are near commercial or retail areas. (P&D, P&Z, CC) | Draft Zoning Ordinance is in process. Adjacency standards are included.                              | <b>In process</b><br>FY 22-23 Completion |
| Encourage housing maintenance strategies and neighborhood associations within existing neighborhoods to increase community involvement and buy-in. (P&D, B&CD)    | No action.   | <b>Not Started</b>                       |
| <b>2. IMPLEMENT PROACTIVE CODE ENFORCEMENT.</b>   |  | <b>DC</b>                                |
| Develop a neighborhood engagement plan the Planning and Development department can use as a proactive tool. (P&D)   | On going – Water bill inserts, articles, social media.   | <b>Ongoing</b>                           |
| Research the latest softwares for code enforcement departments. (P&D)   | A new software product, MyGov, has been purchased and implemented.                                   | <b>Completed</b>                         |
| <b>3. IMPLEMENT HOME MAINTAINANCE STRATEGIES.</b>   |  | <b>DC</b>                                |
| With City Staff and City Commission direction, pick a few programs and implement them annually or on an on-going basis. (P&D, CC, P&Z)                            | No action. The City Manager is considering a funding program for rehab of owner-occupied properties. | <b>Not Started</b>                       |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS  | STATUS      |
|--|--|-------------|
| Establish a quantitative annual goal (i.e. rehabilitate three houses/year). (CM, CC)   | No action. The City Manager is considering a funding program for rehab of owner-occupied properties. | Not Started |
| Hire a grant coordinator to identify and pursue funding opportunities for housing and neighborhood preservation. (CM, P&D)   | No action. The City Manager is considering a funding program for rehab of owner-occupied properties. | Not Started |
| <b>4. ADOPT UPDATED GUIDELINES FOR NEW SINGLE-FAMILY HOMES.</b>  |  | <b>DC</b>   |
| Review the residential portion of the zoning ordinance and identify any deficiencies; Update to ensure that housing recommendations in this Plan can be enforced. (P&D, CC, P&Z) | In process with Draft Zoning Ordinance. FY 22-23 completion.   | In process  |
| <b>5. ALLOW FOR SUBDIVISIONS WITH A MIXTURE OF DIFFERENT LOT SIZES, HOUSING TYPES, AND AMENITIES.</b>  |  | <b>DC</b>   |
| Create a residential zoning category that will allow for development with a variety of lot sizes and housing types (i.e. Single-family with townhomes). (P&D, CC, P&Z)           | In process with Draft Zoning Ordinance. FY 22-23 completion.   | In process  |
| <b>6. PROMOTE TARGET AREAS FOR RESIDENTIAL DENSITY.</b>  |  | <b>DC</b>   |
| Promote higher residential densities along Valley View Rd and Highway 60. (P&D, B&CD)  | New apartments were constructed at the intersection of Hwy 60 and Hunsley Hills Blvd.                | Ongoing     |
| <b>7. DEVELOP PROTOTYPE HOUSING IDEAS.</b>   |  | <b>DC</b>   |
| Create a development guidebook with pictures of desired housing products for Canyon; Include desired building materials and other aesthetic elements. (P&D)                      | No action.   | Not Started |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS  | STATUS             |
|---|--|--------------------|
| <b>CHAPTER 8: COMMUNITY LIVABILITY</b>  |  |                    |
| <b>1. UPDATE THE ZONING AND SUBDIVISION REGULATIONS.</b>  |  | <b>DC</b>          |
| Include land use compatibility mechanisms between nonresidential and residential uses. (P&D, CC, P&Z)   | In process with the Draft Zoning Ordinance. FY 22-23 completion. | <b>In process</b>  |
| FACADES: Add requirements for sign materials (100% masonry/stone or compatible with the materials of the primary building). (P&D, CC, P&Z)  | In process with the Draft Zoning Ordinance. FY 22-23 completion. | <b>In process</b>  |
| SCREENING: Require all waste receptacles and outside storage areas within view from the Right-of-Way be screened from public view with a masonry wall on three sides, a metal door, and landscaping features. Receptacles should not be located in the required parking areas. (P&D, CC, P&Z) | In process with the Draft Zoning Ordinance. FY 22-23 completion. | <b>In process</b>  |
| LANDSCAPING: Adopt more comprehensive landscaping regulations to conserve water and improve the aesthetic quality of nonresidential development. Develop an approved plant list with native and drought-tolerant plants. (P&D, CC, P&Z)   | In process with the Draft Zoning Ordinance. FY 22-23 completion. | <b>In process</b>  |
| TREES: Amend the tree ordinance to identify the appropriate party responsible for removal of dead trees from private property, but work with the community to develop cost-sharing and maintenance and assistance programs. (P&D, CC, P&Z)  | No action.   | <b>Not Started</b> |





## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION   | ACTION & COMMENTS   | STATUS             |
|--|---|--------------------|
| <b>2. ADOPT A PARKLAND DEDICATION ORDINANCE.</b>   |   | <b>JB</b>          |
| Review existing PDOs in Texas and consult studies from institutions such as Texas A&M RPTS Extension Service and identify the best practices that are appropriate for Canyon; Continue to draft the PDO and update the Parks Advisory Committee, P&Z, and City Commission on a regular basis, including a review of any eventual draft ordinance to solicit their feedback. (Parks, ACM, CM) | A Parks Plan will be included in the CIP.   | <b>In process</b>  |
| Formally adopt a parkland dedication ordinance as a part of the subdivision regulations. (P&D, CC, P&Z)  | Currently studying Parkland Dedication Ordinances.  | <b>Not Started</b> |
| Train the appropriate staff on the implementation of the program and assessing the fees. (P&D)   | No action.  | <b>Not Started</b> |
| <b>3. ESTABLISH A DEAD TREE REMOVAL PROGRAM.</b>   |   | <b>DC</b>          |
| Obtain permission from the City Commission to develop the program and consider establishing a task force of partners and stakeholders. (P&D, PW)   | No action.  | <b>Not Started</b> |
| <b>4. IMPLEMENT COMMUNITY CHARACTER AND BRANDING ENHANCEMENTS.</b>   |   | <b>JB</b>          |
| Develop a plan which prioritizes and designs the major gateways and finance projects as funds become available. (P&D, PW)  | CIP will include possible related projects. The Downtown Master Plan and Thoroughfare Plan will provide guidance. TIRZ may provide a possible funding source. | <b>Initiated</b>   |



## 2018 COMPREHENSIVE PLAN IMPLEMENTATION MATRIX – 2022 Update

| RECOMMENDATION  | ACTION & COMMENTS   | STATUS             |
|---|---|--------------------|
| Identify opportunities to highlight Canyon’s heritage through continued historic preservation and incorporation of the historic inventory into branding and gateway strategies. (P&D) | CIP will include possible related projects. The Downtown Master Plan and Thoroughfare Plan will provide guidance. TIRZ may provide a possible funding source. | <b>Not Started</b> |
| Consider priority gateway and branding initiatives as part of complete street improvements. (PW)  | CIP will include possible related projects. The Downtown Master Plan and Thoroughfare Plan will provide guidance. TIRZ may provide a possible funding source. | <b>Initiated</b>   |
| Ensure that opportunities for roadway improvements are considered in conjunction with planned roadway repairs, expansions, or extensions. (PW)  | Staff will continue to discuss. The Subdivision Ordinance, Thoroughfare Plan, and Multimodal Plan will aide in the process.                                   | <b>Ongoing</b>     |

- Completed**            The recommendation has been accomplished
- Ongoing**             The recommendation is in place, but is not a one-time activity
- In process**          The recommendation is underway with an expected completion
- Initiated**             Some work has been done on the recommendation, but there is not an active effort underway
- Not started**         No efforts have been made

Updated 9/2022  
Presented to City Commission 10/17/2022

## AGENDA ITEM 8

## AGENDA

To: Joe Price, City Manager  
From: Beau Boyer, Budget and Purchasing Manager & Brendon Banner, Street Department Superintendent  
Date: October 17, 2022  
Re: Consider and Take Appropriate Action on the Purchase of a Vacuum Excavator

---

In order to improve upon the efficiency of the installation and replacement of traffic control signs, the Streets Department is seeking the purchase of a Vacuum Excavator. This equipment streamlines the installation process by eliminating the need to utilize 811 services to locate utility assets on properties (currently a 48-hour procedure) and preventing damage to sprinkler systems. It also helps reduce the risk of possible injury or property damage as compared to other pieces of equipment we currently use to perform these tasks.



Minimal training is necessary to operate the machine which can be provided by a sales representative or by water department personnel who currently operate a similar machine.

The street department currently has 3 vehicles capable of transporting the equipment and it would be stored in a heated facility when not in use.

The life span of the excavator is 5,000 hours according to the manufacturer, which is estimated to be around 10-15 years.

This proposed purchase would be made through a Local Government Purchasing Cooperative Agreement facilitated through BuyBoard. It would be purchased and financed through the City's Capital Equipment Fund over the next 10 years.

|                 |  |
|-----------------|--|
| <b>\$60,000</b> | <b>Quoted Price</b>                                    |
| <b>\$60,000</b> | <b>Budgeted Capital Equipment Fund Purchase Amount</b> |
| <b>\$6,900</b>  | <b>Budgeted Annual payment from General Fund</b>       |
| <b>10 years</b> | <b>Payment terms back to Capital Equipment Fund</b>    |

**Local Government Purchasing Cooperative: BuyBoard Proposal #597-19**

## AGENDA

It is the staff's recommendation that the City Commission authorize staff to purchase a vacuum excavator.

### **RECOMMENDED MOTION**

*I move to **authorize/not authorize** the City staff to purchase a vacuum excavator.*



**Vermeer Texas-Louisiana**  
 12260 Interstate 27  
 Amarillo, TX 79119  
 Ph: (806) 622-2407  
 vermeertexas.com

**Please remit to:**  
 Vermeer Texas-Louisiana  
 Dept # 41351 • PO Box 650823  
 Dallas, TX 75265-0823

**Ship To:** IN STORE PICKUP

**Invoice To:** CITY OF CANYON  
 301 16TH ST  
 CANYON TX 79015

|                             |                         |                     |
|-----------------------------|-------------------------|---------------------|
| Branch<br>14 - AMARILLO     |                         |                     |
| Date<br>10/04/2022          | Time<br>9:56:45 (O)     | Page<br>1           |
| Account No<br>CANYO001      | Phone No<br>8066555028  | Est No 01<br>Q00871 |
| Ship Via                    | Purchase Order<br>QUOTE |                     |
| Tax ID No<br>756000477      |                         |                     |
| Salesperson<br>BRODY HOOPER |                         | 823 / 823           |

**EQUIPMENT QUOTE - NOT AN INVOICE**

Description                      **\*\* Q U O T E \*\***                      EXPIRY DATE: 12/15/2022                      Amount

New VAC-TRON LP573XDT 500 spoil tank 200 gal fresh water                      60000.00  
 All LP XD Trailer Series Include: 24 HP Kohler Diesel  
 (Tier 4 Final) Engine, 580 CFM Vacuum Pump, Baghouse,  
 Hydraulic Pump, Debris Tank with Hydraulic Tilt, 3000 PSI @  
 4 GPM - High Pressure Water System, Fully enclosed and  
 insulated engine stand (lockable), Anti-Freeze Tank, Air  
 Gap, Reverse Pressure to off-load liquids and dislodge  
 debris in hose, Polymer liner on bottom half of tank for  
 easy dumping and cleanout, 30' x 3" Suction Hose and  
 Suction Tool, Hydraulically operated full open and locking  
 rear door, Water Knife and Clean up wand, 30 Gallon Fuel  
 Tank.  
 buyboard contrat #597-19 this price reflects 10% discount

Sale # 01 Subtotal:                      60000.00  
 TOTAL:                                      60000.00  
 Subtotal:                                  60000.00  
 Quote Total:                              60000.00

Authorization: \_\_\_\_\_

Good for thirty (30) days from date of quote.

**Thank You For Your Business!**

To: Joe Price, City Manager  
 From: Beau Boyer, Budget and Purchasing Manager & John Poole, Wastewater Superintendent  
 Date: October 17, 2022  
 Re: Consider and Take Appropriate Action on the Purchase of a Sewer Pump Motor

---

The Wastewater Plant Lift Station pumps all of the city wastewater to the Facultative Lagoons to be treated. It is comprised of three 150 HP Smith and Loveless pumps.

We have one spare pump for this lift station which is near the end of its life, currently being used in the #2 position. That is why we planned for a replacement within the 22-23 budget.

The equipment currently in operation is from Smith and Loveless. If we purchase from another vendor, a new pump would also require a complete assembly, example motor, impeller, volute and stand. Whereas continuing purchasing from Smith and Loveless would only require the motor and adapter plate, which is why this purchase was not bid.

A new pump motor should last 10-15 year depending on maintenance.

|                  |                                     |
|------------------|-------------------------------------|
| \$ 50,349        | <b>Rotating Pump Assembly Motor</b> |
| <u>5,588</u>     | <b>Motor Adapter</b>                |
| <b>\$ 55,937</b> | <b>Total Quoted Price</b>           |

**\$ 62,451.87 Budgeted Amount – Utility Fund Budget**

It is the staff's recommendation that the City Commission authorize staff to purchase a rotating pump assembly motor and associated motor adapter.

**RECOMMENDED MOTION**

*I move to **authorize/not authorize** the City staff to purchase a rotating pump assembly with associated adapter.*



Smith & Loveless, Inc.

14040 Santa Fe Trail Drive
Lenexa, KS 66215-1284, USA
www.smithandloveless.com

Ph:
Toll Free:
Email:

(913) 888-5201, Ext. 321
(800) 922-9048
parts@smithandloveless.com

Date: May 2, 2022
To: John Poole
Company: Canyon, City of
Location: Canyon, TX, USA
Email/Phone: jpoole@canyontx.com
From: Sarah Gosewehr
Customer Master: 10171
Total Pgs (Incl. This Pg): 2

Subject: Quote - Pricing and Availability of Parts
S/N: RA-01999
Location: Canyon, TX, USA
Quotation: SG-2022-10-10-2

Thank you for contacting us about your Smith & Loveless Parts Request. Below you will find the part numbers, pricing and availability of the parts on which you requested information. Please remember this is a quote. Contact us when you are ready to order or sign below and note the ship to address and email or fax this back to our Parts Department. If you have any questions, please feel free to contact me.

Table with 5 columns: QTY, P/N, DESCRIPTION, UNIT PRICE (Each), SHIPMENT. Row 1: 1, 95L96EM8-3BA102B0, MOTOR TEFC 150 HP 1800 RPM 3/60/460 V, \$50,349.00, TBD\*. Row 2: 1, 60D182-300, MOTOR ADAPTER AQUA FOR 4D5 PUMP, \$5,588.00, 6-8 Weeks.

\*Due to part shortages and supply chain issues, we cannot guarantee lead times for motors. Lead time will be determined at time of order for all motors not in stock at the time the order is placed.

FREIGHT: F.O.B. ORIGIN (Freight Prepaid & Add)
DELIVERY: Shipment Upon Availability of Parts and Receipt of PO or Credit Card #
INSTALLATION: Smith & Loveless is supplying the aforementioned items. Owner is responsible for installation, including all inspections and/or code compliance of the installation.
WARRANTY: Warranty Period for Replacement Parts is 90 Days
TIME FRAME: Quote is good for 30 days.
PAYMENT: 100% prior to shipment via check/credit card, OR, with continuing credit approval, 100% the earlier of net 30 days from date of shipment or at time of start up (if S&L start up is included in our quote).
RESTOCKING FEE: All returned items may be subject to a 15% to 30% restocking fee. Non-stock / electrical / made to order parts are not eligible for return. Credit for freight is based on whether the station number was provided upon ordering.

Smith & Loveless' quotation and standard terms and conditions applies to this order and no terms set forth in buyers purchase order, acknowledgment letter or verbal communication shall control unless approved in writing by the S&L Contract Department. In the event of any inconsistency between S&L's terms and conditions and buyers purchase order, S&L's terms and conditions shall govern.



Smith & Loveless, Inc.

PAGE 2

S/N: RA-01999
Location: Canyon, TX, USA
Quotation: SG-2022-10-10-2

Smith & Loveless accepts purchase orders, MasterCard and Visa when ordering. You can email your order to us at sgoosewehr@smithandloveless.com or parts@smithandloveless.com. You can also call us toll free at (800) 922-9048 or fax your order to (913) 748-0106. Thank you for contacting Smith & Loveless regarding your Parts Inquiry. We look forward to hearing from you.

Agreed to this \_\_\_ day of \_\_\_, 20\_\_.

Agreed to this \_\_\_ day of \_\_\_, 20\_\_ at Lenexa, KS.

BUYER

SMITH & LOVELESS, INC.

By: \_\_\_\_\_
Print Name

By: \_\_\_\_\_
Authorized Signature

\_\_\_\_\_
Authorized Signature

\_\_\_\_\_
Shipping Address

\_\_\_\_\_
Shipping Address

Is this purchase tax exempt? \_\_\_Yes \_\_\_ No

If YES, attach Sales Tax Exemption Certificate. Failure to provide tax exempt certificate prior to shipment will result in Buyer being responsible for all applicable taxes.