



JUNE 23, 2020

5:00 P.M

AGENDA

CITY COUNCIL MEETING

&

**CITY OF HARKER HEIGHTS
EMPLOYEE BENEFITS TRUST**





**NOTICE OF MEETING OF THE CITY COUNCIL OF
THE CITY OF HARKER HEIGHTS, TEXAS
AND THE CITY OF HARKER HEIGHTS EMPLOYEE BENEFITS
TRUST BY TELECONFERENCE**

The City of Harker Heights
305 Miller's Crossing
Harker Heights, Texas 76548
Phone 254/953-5600
Fax 254/953-5614

Mayor
Spencer H. Smith

Mayor Protem
Michael Blomquist

City Council
Jennifer McCann
Jackeline Soriano Fountain
John Reider
Jody Nicholas

Notice is hereby given that, beginning at 5:00 p.m. on Tuesday, June 23, 2020, and continuing from day to day thereafter if necessary, the City Council of the City of Harker Heights, Texas, and the City of Harker Heights Employee Benefits Trust will conduct a telephonic meeting to contain the spread of COVID-19 in accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020. The subjects to be discussed are listed in the following agenda:

I. Invocation:

II. Pledge of Allegiance:

I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.

III. Roll Call:

IV. Recess And Call to Order the City of Harker Heights Employee Benefits Trust Meeting:

1. Discuss and consider approving a Resolution of the City of Harker Heights Employee Benefits Trust awarding contracts for the City of Harker Heights Employee Benefits Trust Group Medical Plan, Vision Benefits, Dental Benefits, Life Insurance, AD&D and Long Term Disability and authorizing the City Manager to enter into such contracts on behalf of the City and the Employee Benefits Trust and take the appropriate action. (Human Resource Director)

V. Reconvene into City of Harker Heights Council Meeting:

1. Discuss and consider approving a Resolution of the City Council of the City of Harker Heights, Texas, to pay for certain Employee Related Benefits and approving any transfers necessary to fund the Trust and take the appropriate action. (Human Resource Director)

VI. Mayoral Proclamations and Presentations:

1. Proclamation declaring July 2020 as "Park and Recreation Month".

VII. Consent Items:

1. Discuss and consider approving the minutes of the meeting held on June 9, 2020 and take the appropriate action.

VIII. Presentations by Citizens:

Citizens who desire to address the Council on any matter may do so during this item. Please understand that while the Council appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing Staff to place the matter on a future agenda. Please state your name and address for the record and limit your comments to three minutes.

IX. Public Hearings:

X. Old Business:

1. Discuss and consider approving an Ordinance of the City of Harker Heights, Texas, amending Ordinance 2020-06 of the Harker Heights Code to extend the Public Health Emergency Declaration through July 31, 2020, and take appropriate action. (City Manager)

XI. New Business:

1. Discuss and consider approving a Resolution of the City of Harker Heights, Texas, adopting the 10-Year Parks, Open Space, and Trails Master Plan Update and take the appropriate action. (Parks and Recreation Director)
2. Discuss and consider approving a Resolution authorizing the City's participation for a grant in the amount of \$20,964.00 through the Coronavirus Emergency Supplemental Funding Grant Program; for the purchase of 1 Aero Clave RDS 3110, 1 Victory Handheld Sprayer, 5 UV Spotlight Point And Shoot, 3 Cruiser UV, 2 Razor UV, and 6 No Touch Pro-Therms Thermometers, and take the appropriate action. (Police Chief)

XII. Reports of Advisory Boards & Commissions:

XIII. Items from Council:

XIV. Staff Reports:

1. Receive and discuss the City Manager's Report. (City Manager)

XV. Announcements:

XVI. Adjournment:

I hereby certify that the above notice of meeting was posted on the window board of City Hall, City of Harker Heights, Texas, a place readily accessible to the general public at all times, on the 19th day of June 2020 by 4:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Juliette Helsham
City Secretary

The public may participate remotely in this meeting by dialing-in using the toll-free number: (866) 899-4679 and use Access Code: 923-313-141.

To join the meeting from your computer, tablet or smartphone, use the following meeting link: <https://global.gotomeeting.com/join/923313141>

The public will be permitted to offer public comments telephonically as provided by the agenda. Written questions or comments may be submitted two hours before the meeting to the City Secretary's Office. When submitting your written questions or comments, you must include your Name and Address. Agenda packet and recording of the telephonic meeting will be available on the City of Harker Heights website at www.ci.harker-heights.tx.us.

"This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 254-953-5600, or FAX 254-953-5614, or email jhelsham@harkerheights.gov for further information."

"Pursuant to Chapter 551 of the Government Code the City Council reserves the right to go into Closed Meeting on any item listed above if deemed necessary."



CITY COUNCIL MEMORANDUM

AGENDA ITEM # IV-1

FROM: THE OFFICE OF THE CITY MANAGER

DATE: JUNE 23, 2020

DISCUSS AND CONSIDER APPROVING A RESOLUTION OF THE CITY OF HARKER HEIGHTS EMPLOYEE BENEFITS TRUST AWARDING CONTRACTS FOR THE CITY OF HARKER HEIGHTS EMPLOYEE BENEFITS TRUST GROUP MEDICAL PLAN, VISION BENEFITS, DENTAL BENEFITS, LIFE INSURANCE, AD&D AND LONG TERM DISABILITY; AND AUTHORIZING THE CITY MANAGER TO ENTER INTO SUCH CONTRACTS ON BEHALF OF THE CITY AND THE EMPLOYEE BENEFITS TRUST, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

The City has a need for employee health insurance, vision benefits, dental benefits, life insurance, AD&D, and long-term disability. The City retained Gallagher Benefit Services, Inc. to assist the City in the management and procurement of employee benefits programs. The City released RFP documents and an official addendum for a May 26, 2020, response date to gauge interest on the part of the medical benefits groups and dental benefits groups. The City received proposals back from United Health Care and Scott and White Health Plan. The City held negotiations with both providers for best and final proposals, with United Health Care proposing a 22.50% increase above current rate and Scott and White Health Plan proposing a 9.21% increase with an option for employees to buy up to a standard choice plan for employees that prefer a broader network. Current providers for vision and life insurance and AD&D remained at the same rate as FY 2019-2020. The current provider for dental benefits, Lincoln Financial, proposed a 9.91% rate increase above FY 2019-2020 rates.

RECOMMENDATION:

The Director Human Resources recommends approving a resolution awarding contract renewal to the following:

1. Medical Benefits – Scott and White Health Plan BSW Preferred and SWCP
2. Vision Benefits – Superior Vision for Gold Plan 75
3. Dental Benefits – Lincoln DentalConnect
4. Life and AD&D Benefits – Lincoln Financial
5. Long Term Disability (LTD) – Lincoln Financial using the Premier Plan

ACTION BY COUNCIL:

1. Motion to approve/disapprove a resolution of the City of Harker Heights Employee Benefits Trust awarding contracts for the City of Harker Heights Employee Benefits Trust group medical plan to Scott and White Health Plan, Superior Vision for vision benefits, Lincoln Financial for dental benefits, life insurance, AD&D, and long term disability benefits; and authorizing the City Manager to enter into such contracts on behalf of the City and the Employee Benefits Trust.
2. Any other action desired.

ATTACHMENTS:

1. Resolution
2. Power Point

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF HARKER HEIGHTS EMPLOYEE BENEFITS TRUST AWARDING CONTRACTS FOR THE CITY OF HARKER HEIGHTS EMPLOYEE BENEFITS TRUST GROUP MEDICAL PLAN, VISION BENEFITS, DENTAL BENEFITS, LIFE INSURANCE , AD&D AND LONG TERM DISABILITY; AND AUTHORIZING THE CITY MANAGER TO ENTER INTO SUCH CONTRACTS ON BEHALF OF THE CITY AND THE EMPLOYEE BENEFITS TRUST.

WHEREAS, the City has a need for a group medical plan, vision benefits, dental benefits, life insurance, AD&D, long term disability; and

WHEREAS, the City retained Gallagher Benefit Services, Inc. to assist the City in the management and procurement of employee benefits programs;

WHEREAS, the City released RFP documents with a May 26, 2020 response date for group medical and dental;

WHEREAS, the City received proposals from United Health Care and Scott and White Health Plan; and

WHEREAS, the City of Harker Heights Employee Benefits Trust ("Trust") has determined it to be in the best interest of the City and its employees to award the contracts as hereinafter set forth;

NOW, THEREFORE, BE IT RESOLVED by the City of Harker Heights, Texas, Employee Benefits Trust:

1. The facts and recitations set forth in the preamble to this resolution are hereby found to be true and correct.
2. The following proposed contracts are hereby approved:
 - A) Medical Benefits – Scott and White Health Plan BSW Preferred and SWCP
 - B) Vision Benefits – Superior Vision for Gold Plan 75
 - C) Dental Benefits – Lincoln Dental Connect
 - D) Life and AD&D Benefits – Lincoln Financial
 - E) Long Term Disability – Lincoln Financial using the Premier Plan
3. The City Manager, David Mitchell, is hereby authorized and empowered to act in the name and on behalf of the Trust and the City of Harker Heights in any lawful way to execute and deliver the above-described contracts together with any related consents, notices, certificates, acknowledgments, and other instruments, and to act as the representative of the Trust and the City thereunder to perform or cause to be performed such other and further acts as may be reasonably necessary and appropriate to effectuate the said contracts, and to accomplish the purposes of these resolutions.

4. All actions taken or performed by David Mitchell prior to the date hereof in respect to the matters referred to and approved in the foregoing resolution be and hereby are ratified and confirmed in all respects.
5. The Trust hereby officially finds and determines that the meeting at which this resolution was passed was open to the public, and that notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act.

PASSED AND APPROVED on this 23rd day of June, 2020, by the City of Harker Heights Employee Benefits Trust.

Honorable Spencer H. Smith,
Mayor, Trustee

ATTEST:

Juliette Helsham, City Secretary



City of Harker Heights

**2020/2021
Benefits Renewal
Presentation**

Medical Coverage

- Plan experience from inception (October 2018) with UnitedHealthcare loss ratio greater than 100% - with running twelve months greater than 125% loss ratio (premium versus claims)
- Pre-RFP renewal offer for current plan: +25%
- Request for Proposal
 - Aetna
 - Blue Cross Blue Shield
 - CIGNA
 - Scott & White Health Plan
 - Texas Municipal League Intergovernmental Employees Benefit Pool (TMLIEBP)
- Response received
 - Scott & White Health Plan
 - United Healthcare
 - Declined to Quote
 - Aetna
 - Blue Cross Blue Shield
 - TML

Medical Coverage

- **UnitedHealthcare RFP Response & BAFO:**

RFP Response: +25.00%

BAFO Response: +22.5%

- **Scott and White Health Plan RFP Response & BAFO:**

- **BSW Preferred Plan**

RFP Response: +9.21% (1 month premium holiday)

BAFO Response: +9.21% (2 month premium holiday)

- **SWCP**

RFP Response: +17.67% (1 month premium holiday)

BAFO Response: +17.67% (2 month premium holiday)

Best and Final

Medical - UHC

Carrier			UHC Active AXKS/H9 Mod	UHC Retiree AXKS/H9 Mod	UHC Active AXKS/H9 Mod	UHC Retiree AXKS/H9 Mod
Plan Name						
Individual Annual Deductible			\$2,000	\$2,000	\$2,000	\$2,000
Family Annual Deductible			\$4,000	\$4,000	\$4,000	\$4,000
Co-Insurance			20%	20%	20%	20%
Pocket maximum			\$7,150	\$7,150	\$7,150	\$7,150
Maximum			\$14,300	\$14,300	\$14,300	\$14,300
PCP Visit Copay			\$0/\$10	\$0/\$10	\$0/\$10	\$0/\$10
Specialist Visit Copay			\$40/\$80	\$40/\$80	\$40/\$80	\$40/\$80
TeleHealth Copay			\$0	\$0	\$0	\$0
Routine Lab/Imaging						
• Physicians Office			\$40	\$40	\$40	\$40
• Free Standing			\$40	\$40	\$40	\$40
• Out Patient Hospital Facility			\$40	\$40	\$40	\$40
Emergency Room						
• Facility			\$300 + 20% AD	\$300 + 20% AD	\$300 + 20% AD	\$300 + 20% AD
• Physician			Included	Included	Included	Included
• Urgent Care			\$25	\$25	\$25	\$25
RX Card Co-Pays						
• Retail			\$5/\$30/\$50	\$5/\$30/\$50	\$5/\$30/\$50	\$5/\$30/\$50
• Specialty						
• Mail Order			2.0X	2.0X	2.0X	2.0X
Generic Push/Step Therapy/Prior Auth			Yes	Yes	Yes	Yes
Rates			Current	Current	Renewal	Renewal
Employees	139	4	\$437.89	\$481.67	\$536.41	\$590.05
Employee + Spouse	8	2	\$1,026.72	\$1,129.38	\$1,257.72	\$1,383.50
Employee + Child(ren)	44	0	\$744.87	\$819.34	\$912.46	\$1,003.70
Employee + Family	11	0	\$1,267.77	\$1,394.52	\$1,553.02	\$1,708.30
Monthly Cost			\$115,800.22	\$4,185.44	\$141,854.21	\$5,127.20
Annual Cost			\$1,389,602.64	\$50,225.28	\$1,702,250.52	\$61,526.40
Combined Annual Cost			\$1,439,827.92		\$1,763,776.92	
Change from Current			N/A		22.50%	

Best and Final

Medical – Scott & White

Carrier			UHC Active AXKS/H9 Mod	UHC Retiree AXKS/H9 Mod	Scott & White Active BSW Preferred	Scott & White Retiree BSW Preferred	Scott & White Active SWCP HMO	Scott & White Retiree SWCP HMO	
Plan Name									
Individual Annual Deductible			\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
Family Annual Deductible			\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	
Co-Insurance			20%	20%	30%	30%	30%	30%	
Pocket maximum			\$7,150	\$7,150	\$6,000	\$6,000	\$6,000	\$6,000	
Maximum			\$14,300	\$14,300	\$12,000	\$12,000	\$12,000	\$12,000	
PCP Visit Copay			\$0/\$10	\$0/\$10	\$25	\$25	\$25	\$25	
Specialist Visit Copay			\$40/\$80	\$40/\$80	\$50	\$50	\$50	\$50	
TeleHealth Copay			\$0	\$0	\$0	\$0	\$0	\$0	
Routine Lab/Imaging									
• Physicians Office			\$40	\$40	No Charge	No Charge	No Charge	No Charge	
• Free Standing			\$40	\$40	No Charge	No Charge	No Charge	No Charge	
• Out Patient Hospital Facility			\$40	\$40	No Charge	No Charge	No Charge	No Charge	
Emergency Room									
• Facility			\$300 + 20% AD	\$300 + 20% AD	\$250 + 30%	\$250 + 30%	\$250 + 30%	\$250 + 30%	
• Physician			Included	Included	Included	Included	Included	Included	
• Urgent Care			\$25	\$25	\$75	\$75	\$75	\$75	
RX Card Co-Pays									
• Retail			\$5/\$30/\$50	\$5/\$30/\$50	\$0/\$8/\$35/\$70	\$0/\$8/\$35/\$70	\$0/\$8/\$35/\$70	\$0/\$8/\$35/\$70	
• Specialty					\$200/\$300/\$400	\$200/\$300/\$400	\$200/\$300/\$400	\$200/\$300/\$400	
• Mail Order			2.0X	2.0X	2.5X Retail	2.5X Retail	2.5X Retail	2.5X Retail	
Generic Push/Step Therapy/Prior Auth			Yes	Yes	Yes	Yes	Yes	Yes	
Rates		Active	Retiree	Current	Current	Renewal	Renewal	Proposal	Renewal
Employees	139	4	\$437.89	\$481.67	\$478.20	\$526.02	\$515.28	\$566.81	
Employee + Spouse	8	2	\$1,026.72	\$1,129.38	\$1,121.23	\$1,233.35	\$1,208.18	\$1,329.00	
Employee + Child(ren)	44	0	\$744.87	\$819.34	\$813.44	\$894.78	\$876.52	\$964.17	
Employee + Family	11	0	\$1,267.77	\$1,394.52	\$1,384.47	\$1,522.92	\$1,491.83	\$1,641.02	
Monthly Cost			\$115,800.22	\$4,185.44	\$126,460.17	\$4,570.78	\$136,266.37	\$4,925.24	
Annual Cost			\$1,389,602.64	\$50,225.28	\$1,517,522.04	\$54,849.36	\$1,635,196.44	\$59,102.88	
Combined Annual Cost			\$1,439,827.92			\$1,572,371.40		\$1,694,299.32	
Change from Current			N/A			9.21%		17.67%	

Scott and White offer includes:

- For children under age 19: PCP copay \$0
- Rate Proposal includes a 2 month premium waiver
- Second year rate cap of no greater than 9.9%
- Additional plan for out of coverage area Retirees or Dependents

Monthly Contract Rate Comparison

UnitedHealthcare PPO Open Access Current PY				
Tier	Exposure	Contract Rate	City Contribution	Monthly Payroll Rate
Employees	139	\$437.89	\$437.89	\$0.00
Employee + Spouse	8	\$1,026.72	\$437.89	\$588.83
Employee + Child(ren)	44	\$744.87	\$437.89	\$306.98
Employee + Family	11	\$1,267.77	\$437.89	\$829.88

UnitedHealthcare PPO Open Access BAFO				
Tier	Exposure	Contract Rate	City Contribution	Monthly Payroll Rate
Employees	139	\$536.41	\$536.41	\$0.00
Employee + Spouse	8	\$1,257.72	\$536.41	\$721.31
Employee + Child(ren)	44	\$912.46	\$536.41	\$376.05
Employee + Family	11	\$1,553.02	\$536.41	\$1,016.61

Scott & White Health Plan BSW Preferred				
Tier	Exposure	Contract Rate	City Contribution	Monthly Payroll Rate
Employees	139	\$478.20	\$478.20	\$0.00
Employee + Spouse	8	\$1,121.23	\$478.20	\$643.03
Employee + Child(ren)	44	\$813.44	\$478.20	\$335.24
Employee + Family	11	\$1,384.47	\$478.20	\$906.27

Scott & White Health Plan HMO Open Access				
Tier	Exposure	Contract Rate	City Contribution	Monthly Payroll Rate
Employees	139	\$515.28	\$515.28	\$0.00
Employee + Spouse	8	\$1,208.18	\$515.28	\$692.90
Employee + Child(ren)	44	\$876.52	\$515.28	\$361.24
Employee + Family	11	\$1,491.83	\$515.28	\$976.55

Annual Contract Rate Comparison

	UHC Current	UHC -PPO OA	BSW Pref (Contract)	BSW Pref (Billed)	SWHP OA (Contract)	SWHP OA (Billed)
2020-2021 PY	\$1,389,602	\$1,702,251	\$1,517,522	\$1,264,602	\$1,635,196	\$1,362,633
Increase/Decrease		22.50%	9.21%	-9.00%	17.67%	-1.94%

BSW HMO	Contract Cost	Billed Cost	Rate Cap
2020-2021 PY	\$1,517,522	\$1,264,602	9.90%
2021-2022 PY (max increase)	\$1,667,757	\$1,667,757	

9.21% rate increase but 9% annual cost savings because of two month premium waiver.

SWHP HMO	Contract Cost	Billed Cost	Rate Cap
2020-2021 PY	\$1,635,196	\$1,362,663	9.90%
2021-2022 PY (max increase)	\$1,797,080	\$1,797,080	

17.67% rate increase but 1.94% annual cost savings because of two month premium waiver.

Renewals

Lincoln – Dental

Carrier	Lincoln		
Plan Name	Lincoln DentalConnect®		
Calendar Year Max	\$1,500		
CY Deductible	\$50 Ind / \$150 Fam		
Ortho Life Max	\$1,000		
Preventive Services	100%		
Basic Service	80%		
Major Services	50%		
Orthodontia	50%		
Endo & Perio	Major Service		
Oral Surgery	Major Service		
Waiting Period	Late Entrant Only		
Rollover Threshold	\$1-\$800		
Rollover Amount	\$350 per Calendar Year		
Maximum Rollover Balance	\$1,250		
Out of Network			
R & C	80th Percentile		
Rates		Current	Renewal
Employees	138	\$21.07	\$23.16
Employee + Spouse	10	\$41.47	\$46.13
Employee + Child(ren)	34	\$57.01	\$62.65
Employee + Family	14	\$85.18	\$93.61
Monthly Cost		\$6,458.22	\$7,098.02
Annual Cost		\$77,498.64	\$85,176.24
Change from Current		9.91%	
Rate Guarantee Until		10/1/2021	

Renewals

Superior – Vision

Plan Name	Superior Vision	
Exam / Materials	\$10/\$15	
Frames Allowance	\$70	
Single Lenses	Included	
Bi Focal Lenses	Included	
Tri Focal Lenses	Included	
Elective Contacts Allowance	\$100	
Fitting Exam	In Allowance	
Necessary Contact	100%	
Frequency	12/12/2024	
	Out of Network	
Exam Allowance	\$35	
Frames Allowance	\$45	
Single Lenses Allowance	\$25	
Bi Focal Lenses Allowance	\$40	
Tri Focal Lenses Allowance	\$45	
Elective Contacts Allowance	\$55	
Necessary Contact Allowance	\$150	
Rates	Current	Renewal
Employees	\$3.85	\$3.85
Employee + Spouse	\$7.22	\$7.22
Employee + Child(ren)	\$7.64	\$7.64
Employee + Family	\$11.91	\$11.91
Rate Guarantee Until	10/1/2021	

Renewals

Lincoln – Life Coverages

Carrier	Basic Life
Employee Benefit	\$20,000
Maximum Benefit	\$20,000
Minimum Benefit	\$20,000
Guarantee Issue Limit	\$20,000
Spouse Benefit	\$5,000
Child: 14 days Limiting	\$2,000
Limiting Age	\$25
	Age Reductions
Age 65	35%
Age 70	additional 25%
Age 75	additional 15%
	Current
Rates	
Life Rate Per \$1000	\$0.140
AD&D Rate Per \$1000	\$0.035
Total Rate Per \$1000	\$0.175
Est Monthly Volume	\$4,220,000
Dependent Life Rate	\$1.050
Est Monthly Volume	\$865,000
Est. Monthly Cost	\$1,647
Est Annual cost	\$19,761
Rate Guarantee Until	10/1/2021

Carrier	Supp Life	
Employee Benefit	Max \$300,000 up to 5 time annual salary	
Spouse Benefit	Max \$150,000 up to 50% of employee amount	
Child Benefit - Limiting Age	\$25	
14 Days - 6 months	\$250	
6 months - Limiting Age	\$10,000	
Employee Guarantee Issue		
Under age 70	\$150,000	
Age 70-74	\$20,000	
Above Age 75	None	
Spouse Guarantee Issue		
Under EE age 60	\$30,000	
EE Age Above Age 60	None	
Employee AD&D Benefit	Matching Life	
Spouse AD&D Benefit	Same as Employee	
Portability	Included	
Conversion	Included	
	Age Reductions	
Age 65	35%	
Age 70	additional 25%	
Age 75	additional 15%	
Rates per \$1000	Employee	Spouse
Under 30	\$0.050	\$0.050
30-34	\$0.060	\$0.060
35-39	\$0.090	\$0.090
40-44	\$0.130	\$0.130
45-49	\$0.200	\$0.200
50-54	\$0.410	\$0.410
55-59	\$0.650	\$0.650
60-64	\$0.750	\$0.750
65-69	\$1.310	\$1.310
70-74	\$3.200	
75-79	\$12.430	
AD&D Rate	\$0.045	
Child Rate	\$0.200	
Rate Guarantee Until	10/1/2021	

Renewals

Lincoln – Disability Coverages

Plan Name	Long Term
Employee Benefit	60% of Monthly Salary
Maximum Monthly Benefit	\$5,000
Elimination Period Accident	90 Days
Elimination Period Sickness	90 Days
Benefit Duration	age 65 or SSNRA
Pre-Existing Limitation	3/12
Own Occ Period	24 Months
Rates	Current
Rate Per \$100	\$0.280
Est Monthly Volume	\$866,610
Est. Monthly Cost	\$2,427
Est Annual cost	\$29,118
Change from Current	0.00%
Rate Guarantee Until	10/1/2021



CITY COUNCIL MEMORANDUM

AGENDA ITEM # V-1

FROM: THE OFFICE OF THE CITY MANAGER

DATE: JUNE 23, 2020

DISCUSS AND CONSIDER APPROVING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, TO PAY FOR CERTAIN EMPLOYEE RELATED BENEFITS AND APPROVING ANY TRANSFERS NECESSARY TO FUND THE TRUST, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

The City of Harker Heights Employee Benefits Trust declares that the City holds in trust the funds and all substitutions and additions to such funds, for the purpose of providing life, disability, and other health benefits to the City's employees and qualified retirees and their dependents. The assets previously transferred to the Trust for the purpose of providing such benefits have been expended and must be replenished in order to fund the continuation of those benefits.

RECOMMENDATION:

The Director of Human Resources recommends approval.

ACTION BY COUNCIL:

1. Motion to approve/disapprove a resolution of the City Council of the City of Harker Heights to pay for certain employee related benefits and approving any transfers necessary to fund the Trust.
2. Any other action desired.

ATTACHMENTS:

1. Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HARKER HEIGHTS, TEXAS, TO PAY FOR CERTAIN EMPLOYEE RELATED BENEFITS AND APPROVING ANY TRANSFERS NECESSARY TO FUND THE TRUST.

WHEREAS, the City of Harker Heights Employee Benefits Trust ("Trust") has this day determined it to be in the best interest of the City and its employees to award contracts for employee health insurance, vision benefits, dental benefits, life insurance, AD&D and long term disability; and

WHEREAS, funds and all substitutions and additions to such funds are held in trust for the purpose of providing life, disability, sickness, accident, and other health benefits to the City's employees and qualified retirees and their dependents;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Harker Heights, Texas:

1. The facts and recitations set forth in the preamble to this resolution are hereby found to be true and correct.
2. The employee health insurance, vision benefits, dental benefits, life insurance, AD&D and long-term disability contracts accepted by the Trust on this date ("Contracts") are hereby approved.
3. The City Manager, David Mitchell, and the Assistant Finance Director, Ayesha Lealiiee, are hereby authorized and instructed to: (a) pay the City's share of the cost of the Contracts by making such transfers to the Trust from City funds as may be necessary and appropriate to fund such payments; and (b) do and perform every other act as may be necessary and appropriate to accomplish the purposes of this resolution.
4. All actions taken or performed by David Mitchell and Ayesha Lealiiee prior to the date hereof in respect to the matters referred to and approved in this resolution be and hereby are ratified and confirmed in all respects.
5. The City Council hereby officially finds and determines that the meeting at which this resolution was passed was open to the public, and that notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act.

PASSED AND APPROVED on this 23rd day of June, 2020, by the City Council of the City of Harker Heights, Texas.

The Honorable Spencer H. Smith, Mayor

Attest:

Juliette Helsham, City Secretary
City of Harker Heights



Designation of July as Park and Recreation Month

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including Harker Heights; and

WHEREAS, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, the City of Harker Heights recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, I, Spencer H. Smith, Mayor of the City of Harker Heights, do hereby proclaim that July is recognized as Park and Recreation Month in the City of Harker Heights.

IN WITNESS THEREOF, I have set my hand and affixed the Seal of the City of Harker Heights, Texas, this 23rd day of June 2020.

Spencer H. Smith, Mayor
City of Harker Heights

Minutes of the of the City Council meeting held at 5:00 p.m. on Tuesday, June 9, 2020 by a telephonic meeting to contain the spread of COVID-19 in accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020:

Roll Call:	Spencer H. Smith	Mayor
	Michael Blomquist	Mayor Pro-tem
	Jennifer McCann	Councilmember Place 1
	Jackeline Soriano Fountain	Councilmember Place 3
	John Reider	Councilmember Place 4
	Jody Nicholas	Councilmember Place 5
	David Mitchell	City Manager
	Juliette Helsham	City Secretary

Consent Items:

1. Council discussed and considered approving the minutes of the meeting held on May 26, 2020. Blomquist made the motion to approve as written. Seconded by Reider. All in favor. Motion approved 5-0.

Presentations by Citizens:

Lynda Nash, 3006 Sun Dance Drive, Harker Heights, Texas 76548, stated that the Harker Heights Food Bank at 906 South Ann Blvd. will be having a drive-thru/delivery service from 8:00 a.m. – 11:00 a.m. on Thursday, June 11, 2020. Ms. Nash stated that they have been filling 210 boxes to distribute to 210 families and invited everyone to come volunteer to help distribute the boxes.

Public Hearings:

1. Council conducted a public hearing to discuss and consider approving an Ordinance of the City of Harker Heights, Texas, to modify the Code of Harker Heights Chapter 74, Schedule V, by adding three (3) Stop Signs at the Pueblo Trace and Pima Trail Intersection. Mark Hyde, Public Works Director made the presentation. McCann made the motion to approve. Seconded by Fountain. All in favor. Motion approved 5-0.
2. Council conducted a public hearing to discuss and consider approving an Ordinance of the City of Harker Heights, Texas, to change the zoning designation from R-1 (One Family Dwelling District) to R1-R (Rural One Family Dwelling District) on property described as Tract 20, Lakeside Hills, Section Two, a Subdivision in Bell County, according to the Plat of Record in Cabinet A, Slide 43-C, Plat Records of Bell County, Texas, containing 6.11 Acres, generally located at 10518 Meadow Circle, Harker Heights, Bell County, Texas. Joseph Molis, Planning and Development Director, made the presentation. Nicholas made the motion to approve. Seconded by Reider. All in favor. Motion approved 5-0.
3. Council conducted a public hearing to discuss and consider approving an Ordinance of the City of Harker Heights, Texas, to change the zoning designation from R-3 (Multi-Family Dwelling District) to R2-I (Two Family Infill Dwelling District) on property described as Lots One (1) through Five (5), Block Three (3), Kern Terrace Second Extension, Harker Heights, per Plat ff Record in Cabinet A, Slide 225-A, Plat Records of Bell County, Texas, and 1.241 Acres out of the V.L. Evans Survey, Abstract 288, generally located southwest of the intersection of Jamie Road and North Mary Jo Drive, currently addressed as 200, 202, 204, 206, and 208 Jamie Road, and 200 Jan Circle, Harker Heights, Bell County, Texas. Joseph Molis, Planning and Development Director made the presentation. Reider made the motion to approve based on staff's recommendations and findings. Seconded by Blomquist. All in favor. Motion approve 5-0.

New Business:

1. Council discussed and considered approving a Preliminary Plat for Freedom Park Subdivision on property described as Lots One (1) through Five (5), Block Three (3), Kern Terrace Second Extension, Harker Heights, per Plat of Record in Cabinet A, Slide 225-A, Plat Records of Bell County, Texas, and 1.241 Acres out of the V.L. Evans Survey, Abstract 288, generally located southwest of the intersection of Jamie Road and North Mary Jo Drive, currently addressed as 200, 202, 204, 206, and 208 Jamie Road, and 200 Jan Circle, Harker Heights, Bell County, Texas. Joseph Molis, Planning and Development Director made the presentation. Blomquist made the motion to approve. Seconded by McCann. All in favor. Motion approved 5-0.

Items from Council:

Mayor Pro tem Blomquist stated that he attended the Bell County Public Health District Meeting for Bell County that was chaired by Dr. Chadwell. Several items on the agenda were discussed, primarily dealing with the budget. The budget for this year was approved by the Board with no changes to the Board that would affect the City of Harker Heights. For the Fiscal Year 2020-2021 budget, there was a slight increase and that increase will be coming back for a vote to the Board. It was a nominal increase of \$4,532 for Harker Heights and was based on the census of 2010. One thing the City can look at based on the results of the 2020 census is the proportions may change a little bit and the funding might increase because it is based on the population of Bell County. Blomquist stated that he reviewed the document for the cooperative agreement, which has not been reviewed or updated for the last 20 to 25 years. He raised the issue with the Board that some changes need to be looked at as far as cleaning up and bringing the agreement up to date. One of the issues needing to be updated is that the members that are not on the Board, notably the City of Nolanville, and this is one of the things he made a recommendation on changing. Some of the larger municipalities that are not on the Board should be brought onto the Board instead of just being encompassed into Bell County. There was also discussion on the COVID-19 issue. The Board reminded everyone to be vigilant, do not get complacent, and to remember to keep washing your hands.

Councilmember Reider made a request to have the Bell County Tax Appraisal District Chief Appraiser Billy White come to a City Council meeting to discuss the appraisal process for the City of Harker Heights.

Staff Reports:

1. Council received and discussed training on Cyber Security Awareness. Gary Bates, I. T. Director, made the presentation. No action taken.
2. Council received and discussed the City Manager's Report. David Mitchell, City Manager, made the presentation. No action taken.

Adjournment:

There being no further business the City of Harker Heights City Council Meeting was adjourned at 6:09 p.m.

Spencer H. Smith, Mayor

ATTEST:

Juliette Helsham, City Secretary



COUNCIL MEMORANDUM

AGENDA ITEM # X-1

FROM: THE OFFICE OF THE CITY MANAGER

DATE: JUNE 23, 2020

DISCUSS AND CONSIDER APPROVING AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING ORDINANCE 2020-06 OF THE HARKER HEIGHTS CODE TO EXTEND THE PUBLIC HEALTH EMERGENCY DECLARATION THROUGH JULY 31, 2020, AND TAKE APPROPRIATE ACTION.

EXPLANATION:

The State of Texas and Bell County both have issued disaster declarations that cover Harker Heights in relation to the COVID-19 pandemic. Per TML's guidance on receiving reimbursements in relation to COVID-19 expenditures, Mayor Smith issued a disaster declaration for Harker Heights on March 20, 2020.

The City Council approved an Ordinance during a special called meeting on April 7, 2020, to extend the Public Health Emergency Declaration to April 30, 2020. On April 28, 2020, the Council approved an extension to the Public Health Emergency Declaration until May 31, 2020. On May 26, 2020, the Council met again and approved another extension to the declaration until June 30th, 2020.

Action is now needed again by the Council to consider extending this declaration to match recent directives from the State and Bell County out to July 31, 2020.

This declaration continues to align with the City's COVID-19 response measures to those issued by Bell County and the State. If Bell County or the State modify their orders, then the City's requirements would automatically reflect these modifications, to include the Governor's staged initiatives of "Reopening Texas".

The Council is scheduled to meet again on July 14th and July 28th, 2020, and may at that time choose to end, modify, and/or extend the declaration.

STAFF RECOMMENDATION:

Staff recommends approval of the ordinance.

ACTION BY CITY COUNCIL:

1. Motion to Approve/Disapprove an ordinance amending Ordinance 2020-06 of the Harker Heights Code to extend the Public Health Emergency Declaration through July 31, 2020.
2. Any other action desired.

ATTACHMENTS:

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HARKER HEIGHTS, TEXAS, AMENDING ORDINANCE 2020-06 OF THE HARKER HEIGHTS CODE TO EXTEND THE PUBLIC HEALTH EMERGENCY DECLARATION THROUGH JULY 31, 2020.

WHEREAS, the City Council ("**Council**") of the City of Harker Heights ("**City**") finds that it is necessary and desirable to amend the Code of Harker Heights ("**Code**") as hereinafter provided in order to extend the Public Health Emergency Declaration; and

WHEREAS, the meeting at which this Ordinance was passed was open to the public, and notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act;

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

SECTION 1: The City Council officially finds and declares that the facts and recitations set forth in the preamble to this ordinance are true and correct.

SECTION 2: Ordinance 2020-06, 2, of the Code of Harker Heights is hereby appended with the following:

2. This declaration ratifies the disaster declaration issued by Harker Heights Mayor Spencer H. Smith on March 20, 2020, and this declaration shall run until July 31, 2020.

SECTION 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

SECTION 4: This ordinance shall be effective from and after its passage, and the City Secretary shall publish the caption or title of hereof within ten days as required by law.

PASSED AND APPROVED by the City Council of the City of Harker Heights on June 23, 2020.

Spencer H. Smith, Mayor

ATTEST:

Juliette Helsham, City Secretary

FROM: THE OFFICE OF THE CITY MANAGER

DATE: JUNE 23, 2020

DISCUSS AND CONSIDER APPROVING A RESOLUTION OF THE CITY OF HARKER HEIGHTS, TEXAS, ADOPTING THE 10-YEAR PARKS, OPEN SPACE, AND TRAILS MASTER PLAN UPDATE, AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

In February and March of 2019, the City advertised for Requests for Qualifications for professional Parks Master Planning services and on May 14, 2019, the City Council authorized the City Manager to enter contract with Luck Design Team to provide the City with a 10-Year Parks, Open Space, and Trails Master Plan.

Throughout 2019 and into 2020, Parks and Recreation Staff and Luck Design Team met to obtain public input and to examine research and data regarding the City's existing park and trail system, its environmental resources, and its anticipated needs for future parks, recreation, trails, and open space in order to update the 10-Year Parks, Open Space, and Trails Master Plan.

Luck Design Team identified and evaluated the parks, recreation, trails, and open space opportunities; established goals and objectives for updating the citywide system of parks, trails, and open space; and made recommendations on park, recreation, trail, and open space opportunity sites for acquisition and development in order to update this citywide system.

The plan was reviewed by the City Council during the regular scheduled workshop on June 16, 2020.

Importance of Parks, Recreation, and Open Space Master Plan:

- An up to date 10-Year Parks Master Plan is required for TPWD Local Parks Grants
- Guides critical infrastructure decisions of the Parks and Recreation Department
- Prioritizes capital improvement projects based on findings
- Identifies key needs and priorities based on an existing facilities inventory, conducting extensive public input via meetings and surveys, providing expert analysis from consulting team, and applying extensive research from the National Recreation and Park Association regarding national standards for parks facilities
- Assists Parks and Recreation Department in building credibility in decision-making process

RECOMMENDATION:

Staff recommends approving a resolution adopting the 10-Year Parks, Open Space, and Trails Master Plan update.

ACTION BY CITY COUNCIL:

1. Motion to approve/disapprove a resolution adopting the 10-Year Parks, Open Space, and Trails Master Plan update.
2. Any other action desired.

ATTACHMENTS:

1. Resolution
2. 10-Year Parks, Open Space, and Trails Master Plan Document

RESOLUTION NO. _____

**RESOLUTION OF THE CITY OF HARKER HEIGHTS, TEXAS, ADOPTING
THE 10-YEAR PARKS, OPEN SPACE, AND TRAILS MASTER PLAN UPDATE**

WHEREAS, the City advertised for Requests for Qualifications for Parks Master Plan services on February 23 and March 3, 2019; and

WHEREAS, on May 14, 2019, the City Council of the City of Harker Heights authorized the City Manager to enter a contract with Luck Design Team to provide the City with a Parks, Open Space, and Trails Master plan; and

WHEREAS, City of Harker Heights Parks and Recreation Staff and Luck Design Team met regularly in 2019 and 2020 to obtain public input and to examine research and data regarding the City's existing park and trail system, its environmental resources, and its anticipated needs for future parks, recreation, trails, and open space in order to update the 10-Year Parks, Open Space, and Trails Master Plan; and

WHEREAS, Luck Design Team identified and evaluated the parks, recreation, trails, and open space opportunities; established goals and objectives for updating the citywide system of parks, trails, and open space; and made recommendations on park, recreation, trail, and open space opportunity sites for acquisition and development in order to update this citywide system; and

WHEREAS, City Council reviewed the 10-Year Parks, Open Space, and Trails Master Plan update at their June 16, 2020 Council Workshop with Parks and Recreation Staff and Luck Design Team and provided input on the final document.

THEREFORE, BE IT RESOLVED by the City Council of the City of Harker Heights, Texas that the 10-Year Parks, Open Space, and Trails Master Plan update, attached hereto and incorporated herein as Attachment 2 is hereby adopted as the City of Harker Heights Parks and Recreation Department's 10-Year Parks, Open Space, and Trails Master Plan.

PASSED AND APPROVED on this 23rd day of June, 2020, by a vote of ____ ayes and ____ nays at a regular meeting of the City Council of the City of Harker Heights, Texas at which meeting a quorum was present, held in accordance with the provisions of Texas Government Code, Chapter 551.

Spencer H. Smith, Mayor
City of Harker Heights

ATTEST:

Juliette Helsham, City Secretary
City of Harker Heights



Harker Heights
Parks & Recreation
Creating Community

PARKS, RECREATION AND OPEN SPACE MASTER PLAN 2020-2030

June 23, 2020

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ACKNOWLEDGEMENTS

The City of Harker Heights, Texas and Luck Design Team, LLC collaborated to prepare the City of Harker Heights Parks, Recreation and Open Space Master Plan 2020-2030. The plan was developed between August 2019 and February 2020, with input from many individuals and groups through the needs assessment survey, public meetings and communication with City personnel and leadership. The following individuals are recognized for their significant contributions to the development of the plan.

THE CITY COUNCIL OF HARKER HEIGHTS:

Spencer H. Smith , Mayor

Jennifer McCann, Place 1 Council Member

Michael Blomquist, Mayor Pro-Tem, Place 2 Council Member

Jackeline Soriano Fountain, Place 3 Council Member

John Reider, Place 4 Council Member

Jody Nicholas, Place 5 Council Member

THE HARKER HEIGHTS: PARKS AND RECREATION ADVISORY BOARD:

Natalie R. Austin, Board Member

Heidi Heckel, Board Member

Eva Keagle, Board Member

Patrick W. Kerr, Board Member

Jack Palmer, Board Member

Angie Wilson, Board Member

Brittany Harris, Alternate

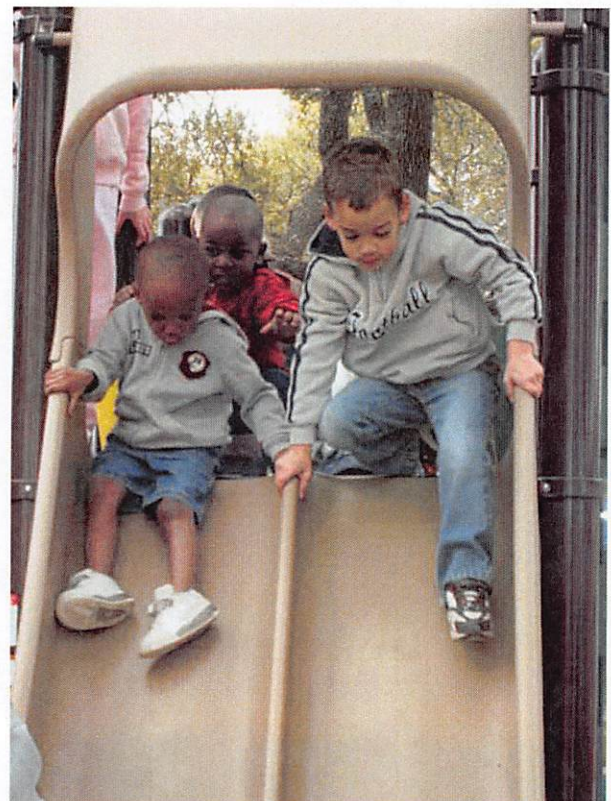
Alonzo Williams, Alternate

CITY STAFF:

David Mitchell, City Manager

Jeff Achee, Director of Parks and Recreation

Nicole Loayza, Administrative Assistant





EXECUTIVE SUMMARY

INTRODUCTION

Harker Heights is located in Bell County just off of U.S. Highway 190 approximately 15 miles west of Interstate 35. The cities of Killeen and Nolanville border the city; however, Fort Hood is just a few miles away. The City of Harker Heights is located 60 miles north of Austin, 150 miles northeast of San Antonio, 190 miles northwest of Houston, 65 miles southwest of Waco, and 162 miles southwest of Dallas/Ft. Worth.¹



The City, with an existing population in excess of 31,000 and 181 acres of parkland, contracted with Luck Design Team to guide the City in the development of a 10-year growth plan for the City's park system. Luck Design Team, City Staff, together with the Harker Heights Parks Advisory Board produced a document the City Council could support and use as a tool in planning future park growth. The plan focuses on the entire parks system, establishing benchmarks documenting where the City is currently and outlining priorities for its future growth.

EXISTING FACILITIES INVENTORY

The first step of the planning process was a comprehensive inventory of the existing recreational facilities in the community's parks system. Parkland in the City can be categorized in two distinct groups:

Neighborhood Parks are smaller than community parks, usually under 5 acres in size. They are primarily used by residents in the immediate walking area and require very little on-site parking. The goal of a neighborhood park is to provide a gathering place for nearby neighborhoods to utilize, take pride in, and help with enhancement and maintenance. Harker Heights has three neighborhood parks.

Community Parks are the largest parks, serving traditional family groups and alternate-use groups from the city and the outlying area populations. They have a wide variety of park facilities for recreation and competitive sports use that attract patrons during all seasons. Off-street parking is provided so



that residents may drive from greater distances to utilize the park facilities. Community parks represent significant construction and maintenance investments by the taxpayers of a city. Harker Heights has four community parks, excluding the Community Gardens that are an extension of Carl Levin Park.

The City of Harker Heights owns and maintains 178 acres of parkland. The parks system includes approximately 24 acres of neighborhood parks and 154 acres of community parks.

PUBLIC INPUT

A series of public forums were conducted to gather public input and an online survey was distributed to gather feedback in determining if the community's park needs are being met.

These meetings were held at the following dates and locations:

- September 16, 2019 Skipcha Elementary (located south of Interstate 14)
- September 18, 2019 Harker Heights Elementary (located north of Interstate 14)
- November 14, 2019 Harker Heights City Hall

A community parks needs assessment survey was available online from September 2019 thru January 2020 and distributed to attendees of the public meetings to receive input from the residents and property owners in Harker Heights. 357 responses to twenty-one park related questions were completed. See "Section 0 - Appendix" for the survey that was distributed.



PARKS GOALS

Through the public meetings, survey responses, input from the Parks Advisory Board and discussions with City Staff, four broad goals were identified for the City's park system:

- **Accessibility:** Provide parks that are available for all abilities and accommodates both vehicular and non-vehicular connectivity to those parks and recreation opportunities;
- **Sustainability:** Develop and enhance parks and recreational programs within the City that promote environmental awareness and place environmental education and stewardship as a leading tenet for patrons of the City's park system;
- **Maintenance:** Take care of the excellent park infrastructure that the City has and ensure that future park improvements are developed with best practices of maintenance in mind;
- **Innovation:** Bring energy and vitality to recreational facilities in the City's park system by providing unique park experiences.

KEY NEEDS/PRIORITIES FOR MASTER PLAN RECOMMENDATIONS

The prioritization of the improvements is based on community input, the needs assessment and direction from the Harker Heights Parks Advisory Board. Some recommendations will be accomplished within the life of this master plan, which is effective until the year 2030. Other recommendations have a completion date ranging beyond the ten year horizon of this plan. The three priority categories are as follows:

- High Priority – to be completed within 5 years
- Medium Priority – to be completed between 5 and 10 years
- Moderate Priority – these items might be initiated during the life of the master plan, but they may not be completed within 10 years. Additionally, several of these priority items are currently meeting the needs of the community (for example, soccer, baseball and softball) but there is an express desire and need for the continued upkeep and maintenance of these facilities that the City has already invested in.

The City's park priorities are divided into "Outdoor Recreation Priorities" and "Indoor Recreation Priorities" as shown:

OUTDOOR RECREATION PRIORITIES

High Priority Items

1. Walking, Hiking & Biking Trails/Paths/Lanes
2. Picnic Tables (Trail Support Amenity)
3. Benches (Trail Support Amenity)
4. Water Playscape / Splash Pads

Medium Priority Items

5. Playscapes / Playgrounds
6. Dog Park
7. Outdoor Swimming Pool
8. Wildlife Viewing Areas/ Natural Area and Open Space

Moderate Priority Items (Long-Range Priority Items)

9. Soccer Fields
10. Tennis Court
11. Skate Park
12. Baseball Fields
13. Fishing /Water Access Opportunities
14. Basketball
15. Softball

INDOOR RECREATION PRIORITIES

Medium Priority Items

1. Indoor Pool
2. Senior Center

Moderate Priority Items (Long-Range)

3. Multipurpose Indoor Recreation Center

IMPLEMENTATION PLAN

The Implementation Plan focuses on "Facility Improvements", with a specific emphasis on outdoor improvements. The implementation plan focuses on the highest outdoor priority facilities.

Parkland Acquisition was not deemed a major priority at this time.

FUNDING FOR PARK FACILITIES

Funding for the recommended parks system projects will come primarily from local sources, including:

- General fund expenditure

- Bond funds, if required and appropriate
- User generated revenues
- Cash and equipment donations
- Land donations
- Funding assistance from other area public entities

The City should seek grant funding from state and federal government agencies, educational districts, and from private foundations to supplement local funds. Some grants that could help to further develop the parks and recreation system include:

- TRPA Grants – The Texas Recreation and Parks Account (TRPA) is administered and distributed by the Texas Parks & Wildlife Department (TPWD). The TRPA has been the primary source of parks and recreation grant funding in Texas over the past 10 years.
- Transportation Enhancement Grants – The funds are administered by the Texas Department of Transportation (TxDOT), with an emphasis on the need for safer, more efficient management of integrated, multi modal transportation systems.
- Safe Routes to School Grants – This grant is also administered by TxDOT, with the overall purpose to improve safety in and around school areas. Bicycle and pedestrian corridors would be eligible for this type of grant funding.

CONCLUSION

Several overriding themes dominated both input received from the public and the development of this plan. Multiple references were made to “Take care of what we have” in regards to the City’s Park system. There was an overall high level of satisfaction in the current level of park acreage and development that exists within the park although there was also communication from residents who asked for more parkland to be added to the parks system.

At the time of this writing, the City of Harker Heights is exploring the feasibility of taking over the Maintenance and Operations of Dana Peak Park from the Corps of Engineers as part of a potential lease

agreement. While Dana Peak Park will not be listed as part of the official Harker Heights park amenity and acreage inventory, the open space and recreational amenities will directly service Harker Heights residents. Therefore, only a modest increase of 20 acres in City parkland is proposed over the next 10 year growth cycle for the parks department.



Market and communicate the wide variety of recreational opportunities available to residents. Many residents simply do not know what is available to them currently for outdoor recreation within the City.

A focus on providing activities and social places for the City's teen and the adolescent population is stressed through the goal of providing "Innovation" in the City's parks and providing "Instagram-able" moments.

Connectivity through trails is by far the number one priority for the City's future park system. The definition of trails as the number one priority encompasses trails, paths and lanes accommodating walkers, runners, bikers and the potential of micromobility devices such as electric scooters, docked and dockless shared bikes, etc. The development of trails on site at parks and off site as part of a thoroughfare plan is a community vision exhorted to be shared by the City's Public Works Department and the Texas Department of Transportation as future street improvements are undertake.

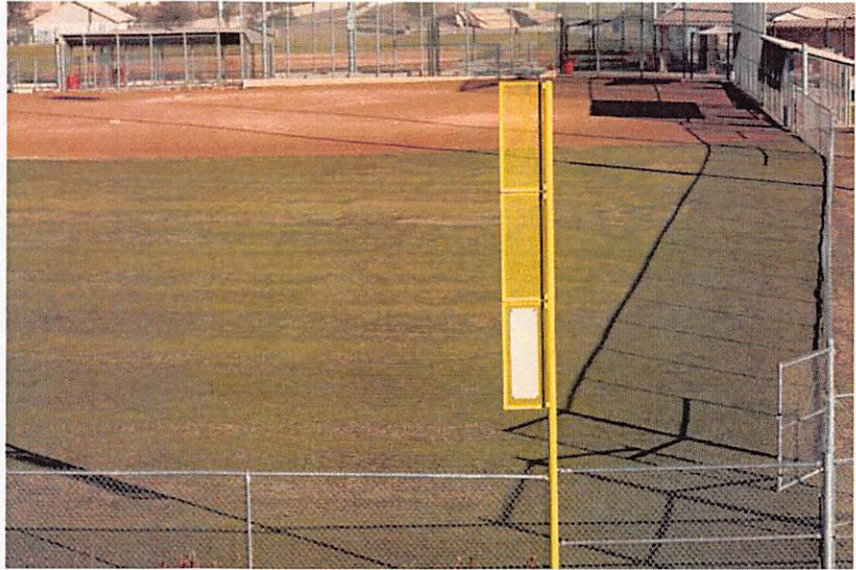
There is an expressed interest to develop trail connectivity with the vision of having parks within a ten minute walk of homes: to connect homes to parks; parks to parks; connect to other cultural amenities within the City. Inherent to this goal is connecting to the trail systems of surrounding cities and providing trail support amenities along trails (such as benches and picnic tables) as a key element to the success of that trail connectivity.

3 METHODOLOGY

The Harker Heights Parks, Recreation and Open Space Master Plan 2020-2030 follows the general guidelines for local park master plans, as published in Appendix G: Master Plan Guidelines of the Texas Parks and Wildlife Department's Outdoor Recreation Grant Application. Development of the plan was carried out in seven chronological steps:

1. INVENTORY

The inventory assessed the condition of parks system facilities that provide recreational opportunities for Harker Heights residents, and identified needed improvements for each location. Additionally, the inventory assessed recreational areas and opportunities provided by other public entities in the city limits. Beginning in the late summer of 2019, City Staff and members of LUCK Design Team went to each park, photographically documenting the facilities, writing



a detailed list of features, and charting each feature on a map of the park. The data was compiled into a table listing each City-owned park with a count of each feature or amenity in that park.

2. PUBLIC INPUT

Working with a LUCK Design Team, the City formulated a process for public input to gather ideas for the master plan. The elements for public input involved community meetings, an opinion survey from park users, and discussions with City Staff.

In September 2019, the Harker Heights Parks Advisory Board, along with City Staff, hosted two community meetings, at Skipcha Elementary and Harker Heights Elementary respectively. The meetings were advertised through newspaper advertisements and articles. Through a slide presentation, attendees learned about Harker Heights' existing park system and had an opportunity to ask questions and comment about facilities and programs. At the close of each meeting attendees had the opportunity to take the Harker Heights Parks and Recreation Survey. An electronic version of the survey was also available through the City of Harker Heights web site.

A third meeting was held on November 14, 2019 at City Hall to present and discuss developed park priorities.

3. GOALS & OBJECTIVES

Analysis of the collected data and information resulted in a list of priorities that fit into one of four broad categories or Park System Goals. These were then defined into specific objectives or “tracts” within the Implementation Plan.

4. FACILITY NEEDS

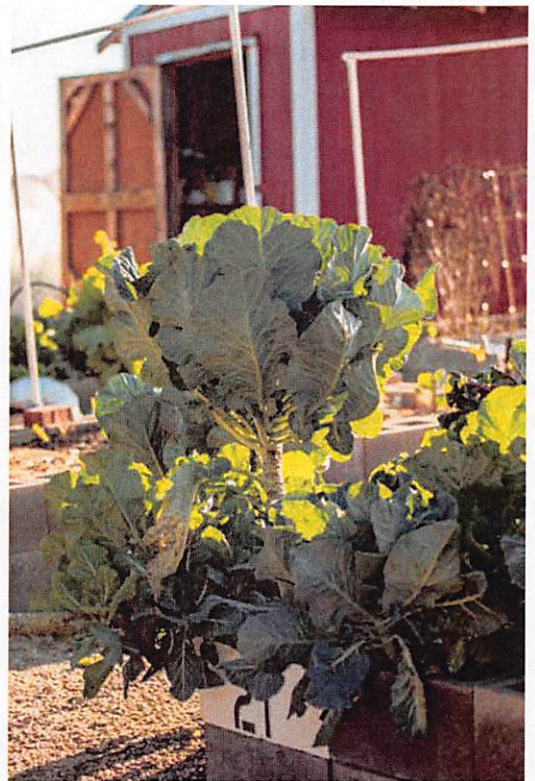
Facility needs were assessed using standard and resource based methods utilizing information from the public input process.

5. RECOMMENDATIONS

Recommendations were formulated for the park system’s future growth, based on public input and discussions with City Staff,. The recommendations focus primarily on facilities improvements.

6. IMPLEMENTATION PLAN

In March of 2020, the Harker Heights Parks Advisory Board formulated a recommendation for the Harker Heights City Council regarding a prioritized future parks plan. The implementation plan describes potential project priorities, the goals of the plan each recreational priority project satisfies, potential funding sources and estimated budget expenditures. The Parks Advisory Board received and accepted the plan at their March 2020 meeting.



7. ADOPTION

The City of Harker Heights Parks, Recreation and Open Space Master Plan 2020-2030 was adopted by the Harker Heights Parks and Recreation Advisory Board through e-mail approval in April 2020 and presented to City Council.

The plan is effective May 2020 through the end of 2030. Comprehensive updates to the plan are recommended to be made every five years.

4 INTRODUCTION

A HISTORY OF HARKER HEIGHTS

"The land on which the current City of Harker Heights is located drew inhabitants long before the City was incorporated. Native Americans were prevalent in the area long before the first settlers arrived here. No doubt the Native Americans were drawn to the area because of its' natural beauty, just as those who come today. The influence of the Native Americans is seen in street names today, such as Comanche Gap Road. Comanche Gap Road is named for the natural "gap" in the hills that the Native Americans utilized in their travels. This "gap" in the hills was utilized by Native Americans as late as 1870. Indian campsites in the area have been dated to as far back as 200 years. Later in history, cattle drives were said to have commonly come through the City along portions of what is our current FM 2410.

The land comprising the original City of Harker Heights was utilized in the 1940's for its agricultural benefits. However, the original owners of the property, Pinckney R. Cox and Harley Kern, envisioned a town evolving from where their agricultural interests then stood. In 1955, the creation of the Water Control and Improvement District #4 set the stage for water improvements to the 400 acres Cox and Kern owned. The roots of the new city grew further when in 1957 Cox began subdividing the lands and selling lots. Mr. Kern became ill in 1957 and was unable to participate in the subdividing and died later that year. Individuals who purchased lots wanted a water system. Pinckney R. Cox took leadership in getting a water system established for the residents. The water system was in place by 1960. Sometime before the completion of the water system, residents of the area filed a petition for an incorporation election. On September 24, 1960, voters approved the incorporation and the Town of Harker Heights was born. The town took part of its name from one of its' two founders, Harley Kern. In October of 1963, Harker Heights officially designated its' name as a city.

The City has been influenced significantly by Fort Hood, a military base that began as Camp Hood back in 1942. In 1951 the Camp received Fort status.

The city at its inception was approximately 950 acres in size. Through various annexations, the city grew from 945 acres to its current size of 9,064 acres. Due to annexations and growth, population increased from a projected 600 in 1960 to today's estimate of over 26,000 residents."¹



CLIMATE

The annual "Average High Temperature" for the City of Harker heights is 96.8 degrees. The "Average Low" is 35.5 degrees.

Annual Rainfall for the City is 34.3 inches.

SCHOOLS

Harker Heights is included in the Killeen Independent School District. Located within the boundaries of Harker Heights are three elementary schools, two middle schools and one high school.¹

Several area colleges and universities serve the people of Harker Heights, including:

- Central Texas College – Killeen;
- Texas A&M University – Central Texas;
- University of Mary Hardin-Baylor – Belton;
- Temple Junior College – Temple;
- University of Texas – Austin.



DEMOGRAPHICS

By using demographic information as a tool for future parks system planning, the City is able to identify opportunities and provide enhancements that attract and provide essential services to previously excluded or under served populations and facilities.

The population projections used in this document are based on existing census data and current building permits.

The current 2019 population estimate is 31,849. The projected full population build out for the City of Harker Heights is anticipated to be between 40,000 and 50,000 people.

For planning purposes the population estimate for 2025 is extrapolated to be 34,287 and for 36,725 in 2030 based on “Active Residential Water Accounts Forecast” as developed by the City of Harker Heights Planning and Development Department.

CITY OF HARKER HEIGHTS PARKS AND RECREATION GOALS

The goals of the City of Harker Heights Parks, Recreation and Open Space Master Plan 2020-2030 were developed by the Harker Heights Parks Advisory Board as a result of the communication received from the public meetings and discussions with City Staff. They guide the vision of the Parks, Recreation and Open Space Master Plan 2020-2030. These goals are:

The goals include:

- **Accessibility:** Provide parks that are available for all abilities and accommodates both vehicular and non-vehicular connectivity to those parks and recreation opportunities;
- **Sustainability:** Develop and enhance parks and recreational programs within the City that promote environmental awareness and place environmental education and stewardship as a leading tenet for patrons of the City’s park system;

- **Maintenance:** Take care of the excellent park infrastructure that the City has and ensure that future park improvements are developed with best practices of maintenance in mind;
- **Innovation:** Bring energy and vitality to recreational facilities in the City's park system by providing unique park experiences.

In order to implement the four goals of the parks master plan, specific objectives were identified as action items. These action items are further expanded upon in "Section 8 - Implementation Plan".



5 INVENTORY

In order to project the future park and recreation needs of the City of Harker Heights, City Staff conducted a parks/facilities inventory review of the fifteen parks/facilities within the City's park system. Each of the parks were inventoried for the number and type of park amenities located at the park, documented with photographs as the parks looked in the summer/fall of 2019, and categorized according to the following parks classification system:

NEIGHBORHOOD PARK

Neighborhood parks provide the foundation for recreation under the parks system. They are average sized parks, usually under 5 acres. Neighborhood parks provide recreational opportunities for the entire family and are primarily used by residents within immediate walking or biking distance. There are five neighborhood parks in Harker Heights.

Neighborhood parks are places where neighbors gather, take pride in, and help with enhancement and maintenance. A neighborhood park in Harker Heights should serve approximately 2,000 to 3,000 residents. Neighborhood parks can represent significant construction and maintenance investments, primarily because of the multiple sites throughout the community. In some instances, depending on location and facilities, community parks supplement the need for neighborhood park type service for residential areas within walking or biking distance.



Size – The average neighborhood park in Harker Heights should be 5 or less acres. However, the size of a particular park may vary greatly depending on the surrounding property and types of uses in the park itself. The park should be small enough not to encroach on the neighborhood by attracting too many visitors, but large enough to provide a variety of facilities. The layout of a neighborhood park should be very efficient, as room for expansion will be limited and any future development will have to take place within existing park boundaries.

Location – Neighborhood parks are located throughout the City and are accessible to residents living within a one-half mile radius. These parks are frequently located adjacent to elementary schools, so as to share acquisition and development costs with the school district.

Typical facilities that can be found in neighborhood parks include:

- Playground equipment with a safety surface
- Unlighted practice fields
- Unlighted tennis or basketball courts
- Unlighted multi-purpose courts

- Jogging exercise trail with exercise stations
- Active free play areas
- Picnic areas with benches, picnic tables and grills
- Small pavilion or gazebo
- Limited security lighting
- Nature education stations
- Neighborhood gardens



Parking – This varies on the facilities and size of the park, but the National Recreation and Park Association recommends a minimum of eight spaces per newly developed neighborhood park with at least two handicapped accessible spaces. Off-street parking is not recommended in most cases because the park should primarily serve those residents within walking or biking distance.

COMMUNITY PARK

- Community parks are the largest parks, serving family and alternate-use groups from the city and outlying area populations. They have a wide variety of park facilities for recreational and competitive sports use that attract patrons during all seasons. The majority of access to this type of facility is by driving to the park and parking on-site, enabling residents to come from greater distances to utilize the park facilities. Community parks represent significant construction and maintenance investments from the taxpayers. Harker Heights has five community parks.
- Size – Average park size ranges from 15 acres to more than 50 acres. Community parks should be large enough to provide a variety of facilities while still leaving open space for passive recreation and pre-existing natural areas. Ideal community park sites will have room for expansion and growth as new facilities are required.



- Location – Parks should be located near a major thoroughfare to provide easy access and identification from different parts of the city and for those visitors and tourists coming from out of town. Because of the potential disruption caused by noise and intense illumination during the night hours, community parks should be buffered from adjacent residential areas.

Typical facilities that can typically be found in community parks include:

- Indoor recreation or community centers
- Lighted ball fields, suitable for organized competitive events
- Hiking and/or bicycling trails
- Playground equipment
- Sufficient off-street parking based on facilities provided and size of park
- Active free play areas
- Picnic areas and pavilion(s)

- Restrooms
- Security lighting
- Nature trails
- Fishing ponds
- Swimming pools
- Skate parks

Parking – This varies on the facilities and size of the park. The National Recreation and Park Association recommends a minimum of five spaces per acre, plus additional parking for any future facilities.



CARL LEVIN PARK

400 Millers Crossing



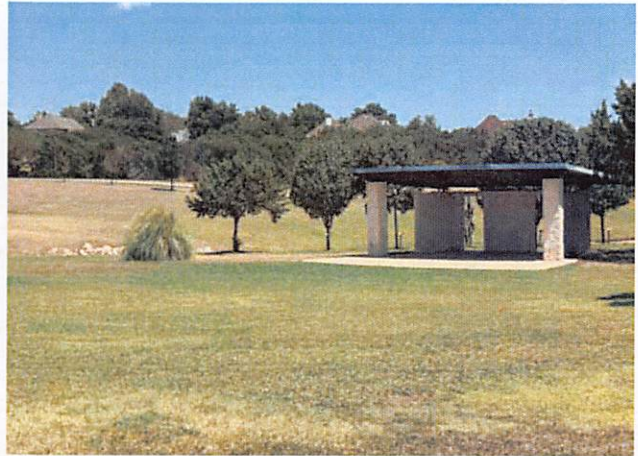
EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Amphitheaters	1	1			N
Basketball Courts	1	1			Y
Benches	19	7	12		Y
Community Garden	1	1			Y
Exercise Stations	4	2	2		Y
Gazebo	1	1			Y
Grilling Stations	9	8	1		Y
Pavilions	1	1			Y
Picnic Tables	38	12	22	4	Y
Playgrounds - Ages 2-5	1	1			Y
Playgrounds - Age 5-12	1	1			Y
Swimming Pools	1	1			Y
Swing Set	2	2			Y
Trails (in Miles)	1.05	1.05			Y
Little Free Library	2	2			Y

Acreage: 29.69 Acres

Current Classification: Community Park

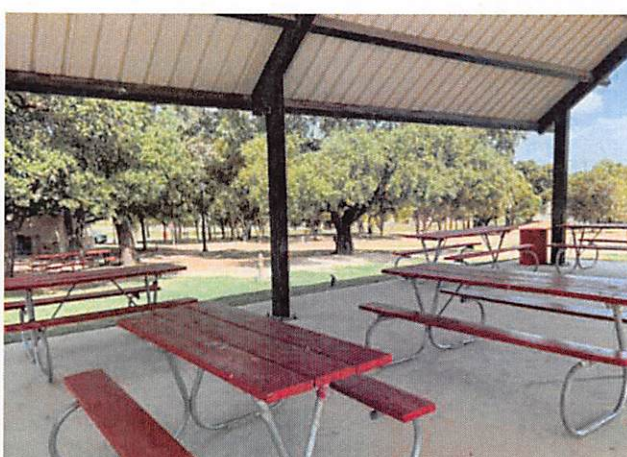
CARL LEVIN PARK CONTINUED

400 Millers Crossing



COMMUNITY PARK

1501 East FM 2410



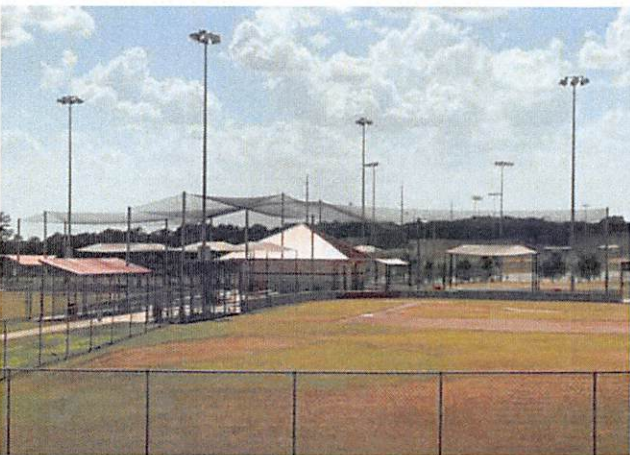
EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Baseball Fields (incl. T-ball)	4	4			Y
Batting Cage	1		1		N
Benches	18	14	4		Y
Bike Rack	2	2			Y
Pavilions	1	1			Y
Picnic Tables	25	18	6	1	Y
Playgrounds - Ages 2-5	1	1			Y
Playgrounds - Ages 5-12	1	1			Y
Softball Fields	4	4			Y
Swing Set	1	1			Y
Trails (in Miles)	1.39	1.18	0.21		Y

Acreage: 62.14 Acres

Current Classification: Community Park

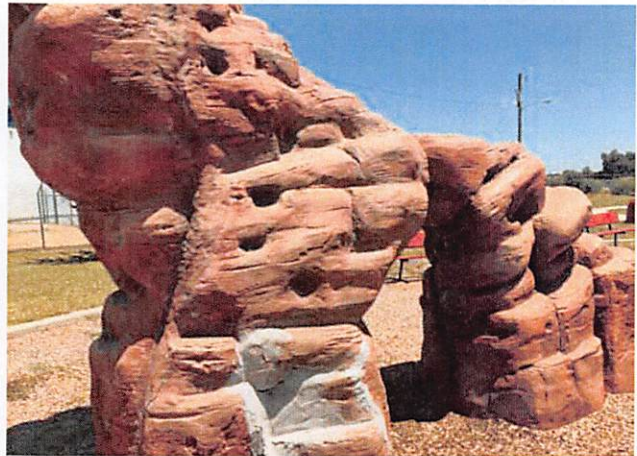
COMMUNITY PARK CONTINUED

1501 East FM 2410



GOODE-CONNELL PARK

110 E. Beeline Lane



EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Benches	5	3	2		Y
Bike Rack	1	1			Y
Picnic Tables	2		2		Y
Playgrounds	1	1			Y
Rock Climbing Equipment	1		1		Y
Soccer Fields (Practice)	1		1		Y
Softball Fields (Practice)	1		1		Y
Trails (in Miles)	0.53	0.53			Y

Acreage: 14.18 Acres

Current Classification: Neighborhood Park

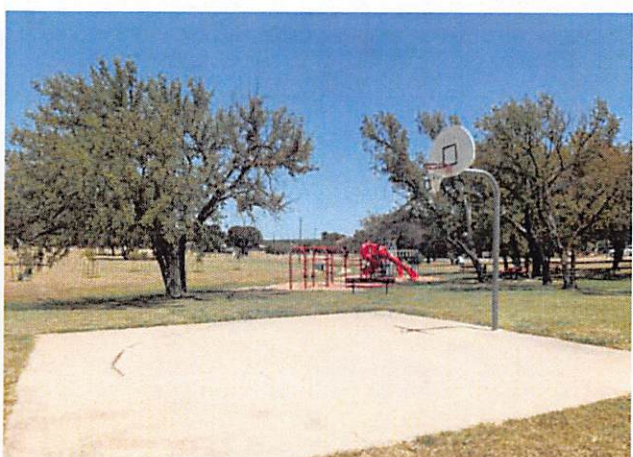
GOODE-CONNELL PARK CONTINUED

110 E. Beeline Lane



KERN PARK

400 S. Ann Boulevard



EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Basketball Courts	0.5	0.5			N
Benches	5		3	2	N
Picnic Tables	2		2		N
Playgrounds	1		1		N
Swing Set	1	1			N

Acreage: 4.48 Acres

Current Classification: Neighborhood Park

PURSER FAMILY PARK

100 West Mountain Lion Road



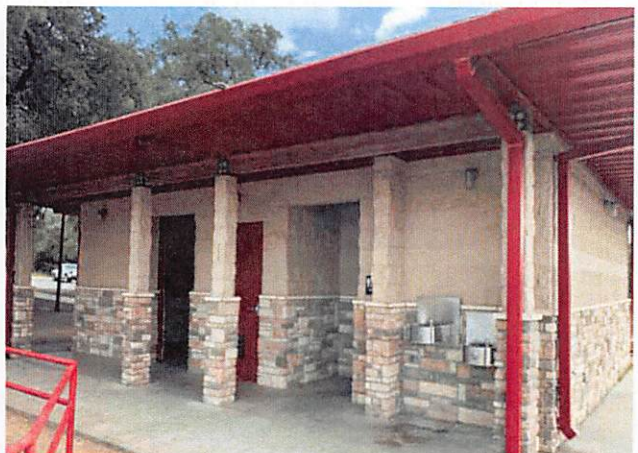
EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Benches	15	14	1		Y
Bike Rack	1	1			Y
Disc Golf	18	18			N
Grilling Stations	2	2			N
Pavilions	6	6			Y
Picnic Tables	12	11	1		Y
Playgrounds - Ages 5-12	1	1			N
Swing Set	1	1			N
Trails (in Miles)	1.25	1.25			Y

Acreage: 30.29 Acres

Current Classification: Community Park

PURSER FAMILY PARK CONTINUED

100 West Mountain Lion Road



SKIPCHA PARK

515 Prospector Trail



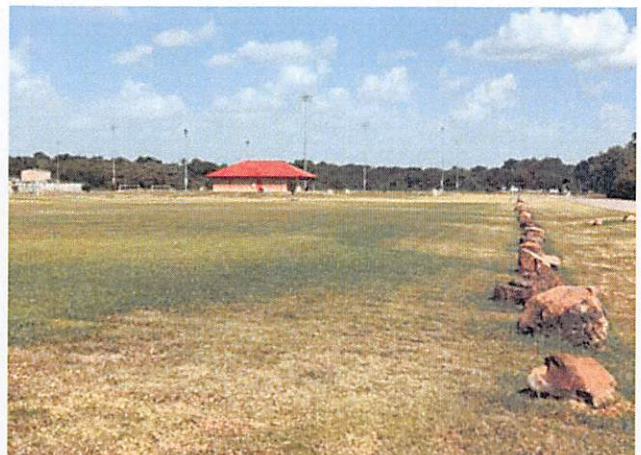
EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Basketball Courts	1.5		1	0.5	Y
Benches	3	1	2		Y
Multi-Purpose Fields	2		2		N
Pavilions	1		1		Y
Picnic Tables	4	4			Y
Playgrounds - Ages 2-5	1	1			Y
Playgrounds - Ages 5-12	2	2			Y
Swing Set	3	1	2		Y
Trails (in Miles)	0.24	0.24			Y

Acreage: 5.27 Acres

Current Classification: Neighborhood Park

SUMMIT SOCCER COMPLEX

401 North Amy Lane



EXISTING AMENITIES	QUANTITY	CONDITION			ACCESSIBILITY
		GOOD	FAIR	DELETE / REPAIR	
Soccer Fields	11	11			Y

Acreage: 32.77 Acres

Current Classification: Community Park

MATRIX OF EXISTING PARK AMENITIES

The results of the physical inventory were tabulated below, documenting acreage and the number of recreational amenities at each park location.

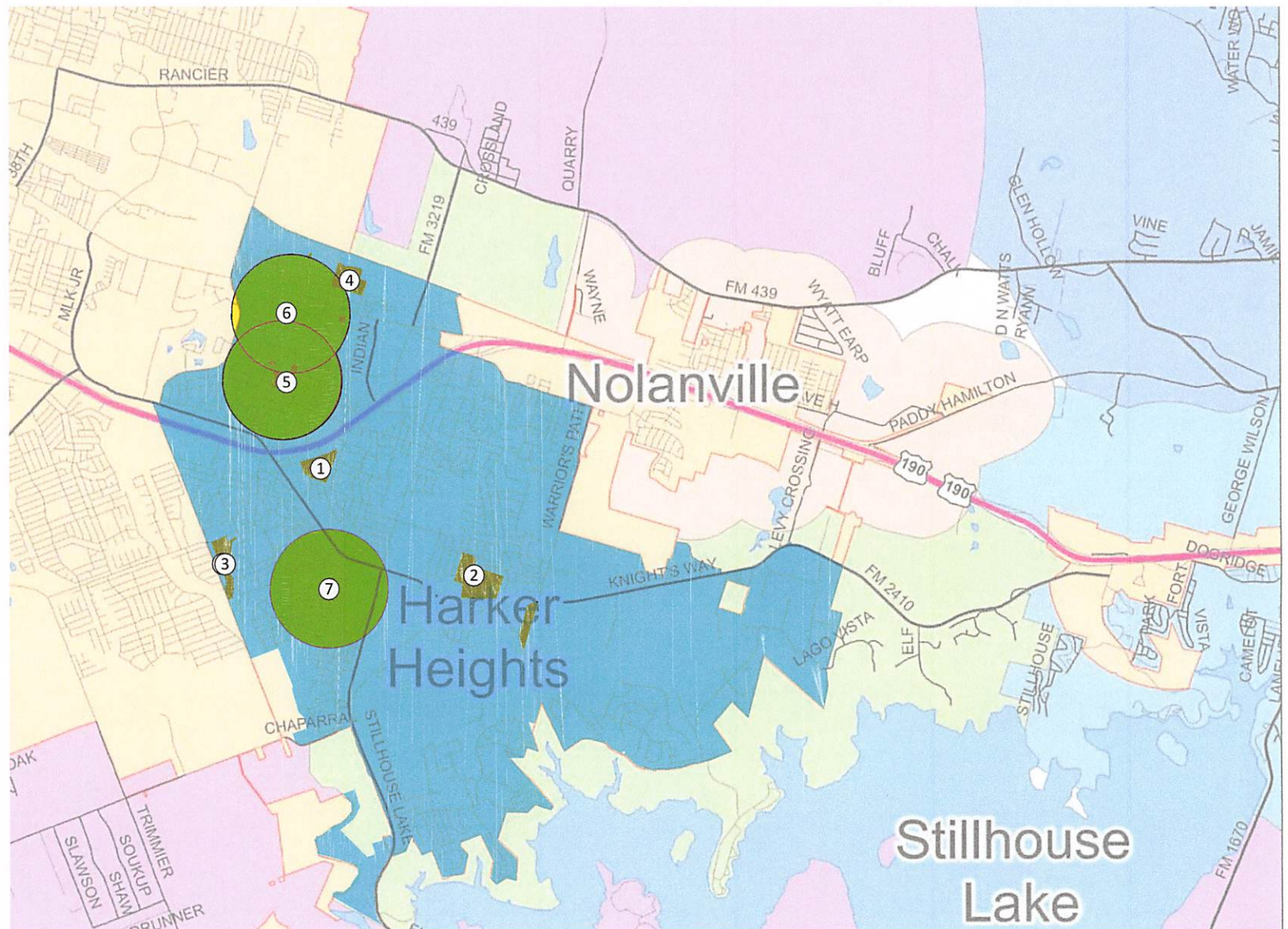
City of Harker Heights Recreational Amenities Table																												
Park Facility Name	Approx. Acres	Park Classification	Amphitheaters	Baseball Fields	Baseball Fields (Practice)	Basketball Courts	Batting Cages	BBQ Grills	Benches	Bike Rack	BMX Track	Concession Buildings	Disc Golf (Holes)	Exercise Stations	Garden	Gymnasiums	Multi-Purpose Fields	Pavilions	Picnic Tables	Playgrounds	Restrooms	Soccer Fields	Soccer Fields (Practice)	Softball Fields	Softball Fields (Practice)	Swimming Pools	Swing Set	Trails (in Miles)
Carl Levin Park	29.69	C	1			1		9	19					4	1			2	38	2	2					1	2	1.05
Community Park	62.14	C		4			1		18	2								1	25	2	3			4			1	1.39
Goode-Connell Park	14.18	N			1				5	1									2	2			1					0.53
Kern Park	4.48	N				1			5										2	1							1	
Purser Family Park	30.29	C						2	15	1			18					6	12	1	1						1	1.25
Skipcha Park	5.27	N				1.5			3								2	1	4	3							3	0.24
Summit Soccer Complex	32.77	C										1									1	11						
Total	178.82		1	4	1	3.5	1	11	65	4	0	1	18	4	1	0	2	10	83	11	7	11	1	4	0	1	8	4.46
	N=Neighborhood																											
	C=Community																											

Community Parks

1. Carl Levin Park
2. Community Park
3. Purser Family Park
4. Summit Soccer Complex

Neighborhood Parks

5. Goode-Connell Park
6. Kern Park
7. Skipcha Park



HARKER HEIGHTS PARKS SYSTEM - Existing Neighborhood Parks- 1/2 Mile Service Radius

City of Harker Heights

LUCK DESIGN TEAM

March 30, 2020

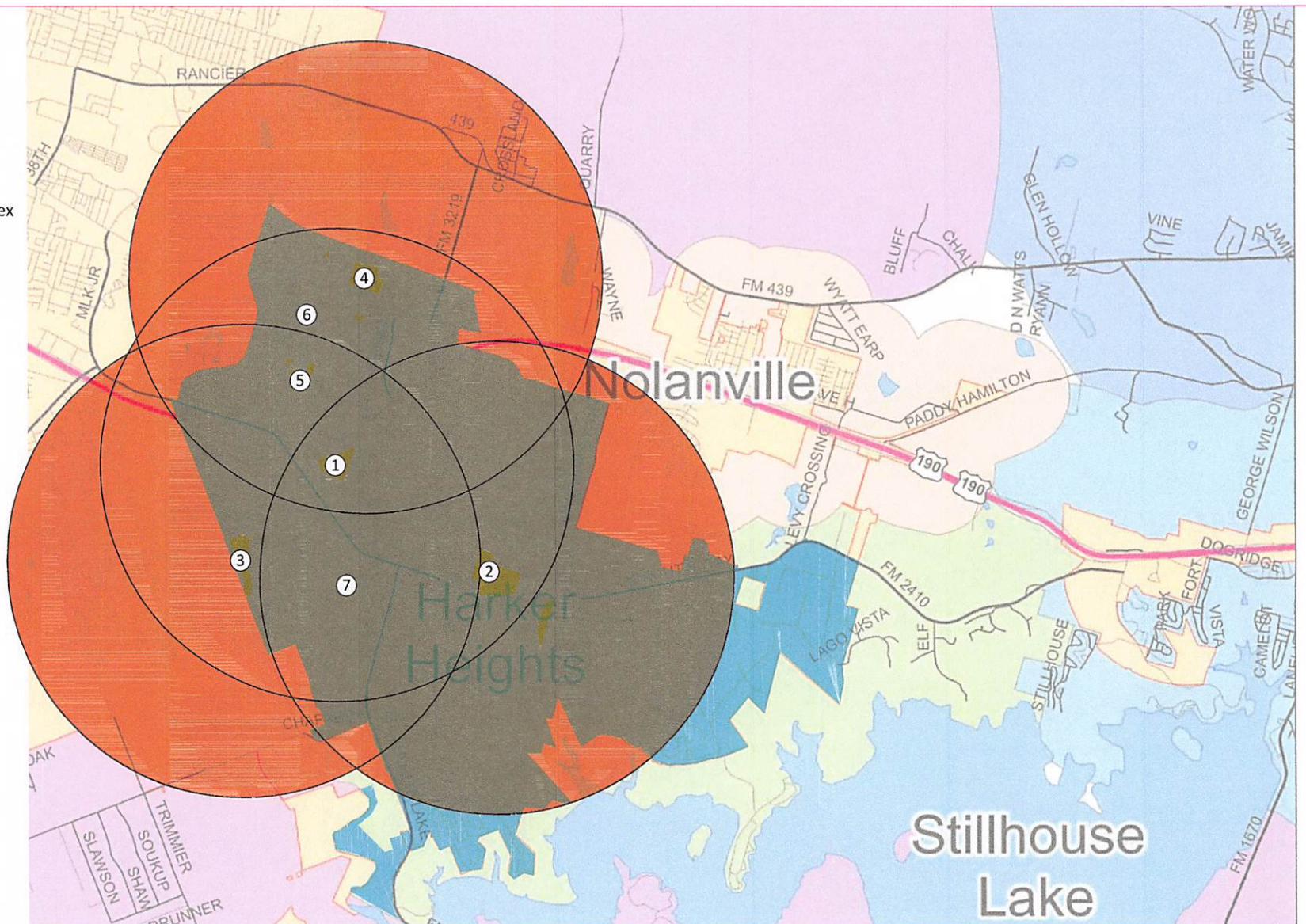
0 2000 4000

Community Parks

1. Carl Levin Park
2. Community Park
3. Purser Family Park
4. Summit Soccer Complex

Neighborhood Parks

5. Goode-Connell Park
6. Kern Park
7. Skipcha Park



HARKER HEIGHTS PARKS SYSTEM - Existing Community Parks- 2 Mile Service Radius

City of Harker Heights

LUCK DESIGN TEAM

March 30, 2020

0 2000 4000

In addition to the City-owned park facility inventory, non-City-owned recreational amenities located within the City limits were also documented. They are outlined below.

NON-CITY OWNED PUBLIC RECREATIONAL AMENITIES WITHIN THE CITY LIMITS

ELEMENTARY SCHOOLS:

Harker Heights Elementary School	726 South Ann Boulevard
Recreational Amenities: Playgrounds, Four Square Courts, 2 Basketball Standards	
Mountain View Elementary School	500 Mountain Lion Road
Recreational Amenities: Basketball Courts, Multi-Use Fields, Playgrounds, Mini-Track	
Skipcha Elementary	515 Prospector Trail
Recreational Amenities: Basketball Courts, Multi-Use Fields, Playgrounds, Picnic Tables, Benches	

MIDDLE SCHOOLS:

Eastern Hills Middle School	300 Indian Trail
Recreational Amenities: Football Field (Game); Multi-Use Field; 2 long jump pits	
Union Grove Middle School	101 East Iowa Drive
Recreational Amenities: Football Field (Game), 2 Multi-Use Fields, 4 Tennis Courts, long jump pit, shot put	

HIGH SCHOOLS:

Harker Heights High School	1001 Farm to Market 2410
Recreational Amenities: Football Field (Game); 8-Lane Track; 60 yard Football Field (Turf), 2 Football Field (Practice / Grass); Baseball Field (Game); Softball Field; 2 Soccer Fields; 8 Tennis Courts; 2 basketball courts	

All three elementary schools have perimeter fencing around the recreational amenities on site but the facilities are largely open to the public for after school hours use. From conversations with KISD personnel, it is believed this "open access" policy will continue into the future.

However, the recreational and athletic facilities at the two middle schools and Harker Heights High School are for "student use" only and as such provide no recreational use for the general public.

The Armed Services YMCA provides indoor recreational facilities at 110 Mountain Lion Road and another YMCA facility in the northern part of the City off South Ann Boulevard offers an outdoor pool and splash pad. All YMCA amenities are maintained and operated independently of the City.

The Central Texas Athletic Club (CTAC) is a privately owned fitness facility within the City limits. CTAC offers a variety of indoor and outdoor recreational facilities including the only non-ISD tennis facilities within the City. The Club also has the only outdoor volleyball courts located within the City limits.

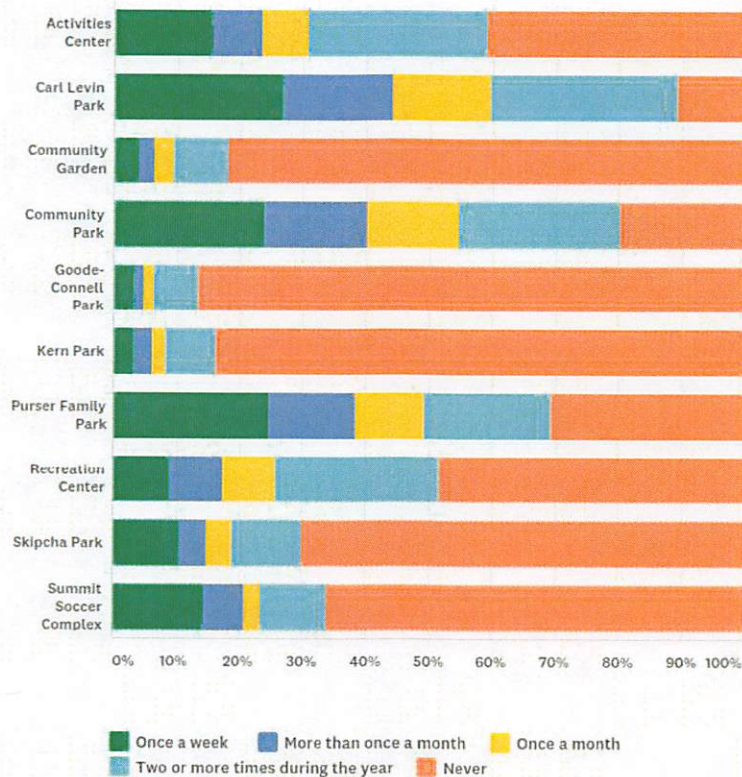
6

NEEDS ASSESSMENT SURVEY PRIORITIES

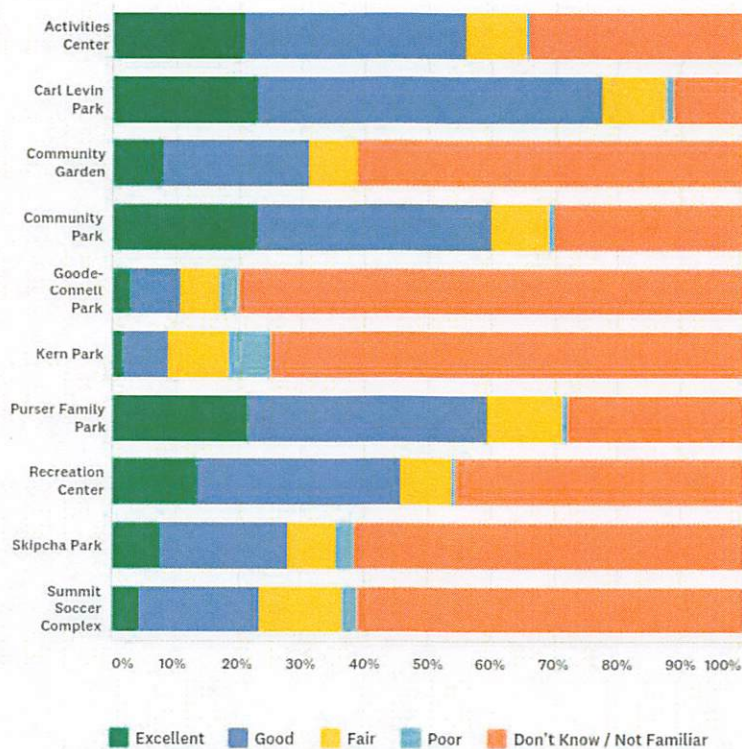
To assist in the development of the City's park priority needs, the City of Harker Heights developed the "Harker Heights Parks, Recreation and Open Space Master Plan Survey 2020-2030" and distributed to the public electronically on the City's web site and through hard copy distribution at the public meetings and other civic events.

357 surveys were completed; the results of this informal public information survey are shown on the following pages:

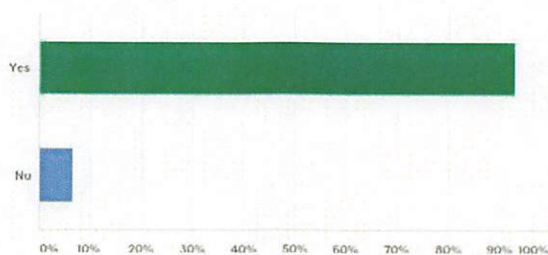
QUESTION 1: How often have you or members of your household visited the City parks listed below or used recreation facilities in Harker Heights in the last year? (Multiple answers may be indicated.)



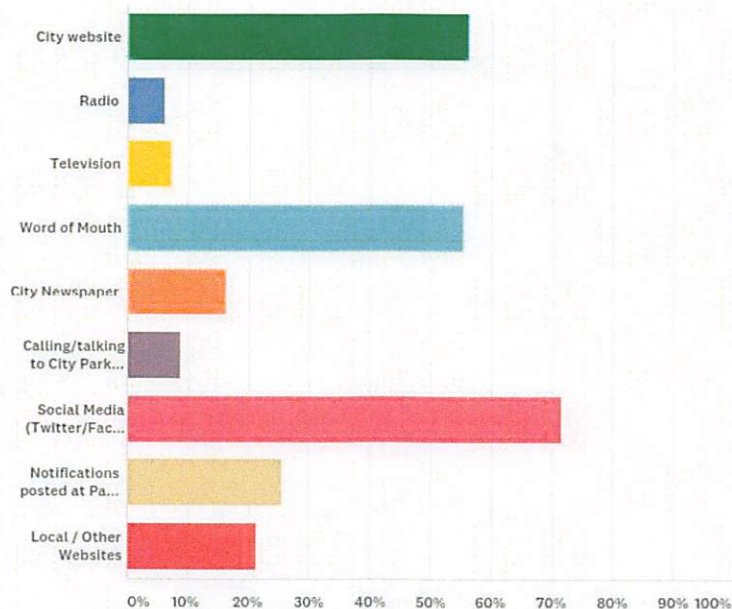
**QUESTION 2: How would you rate the physical condition of the parks in Harker Heights?
(Multiple answers may be indicated.)**



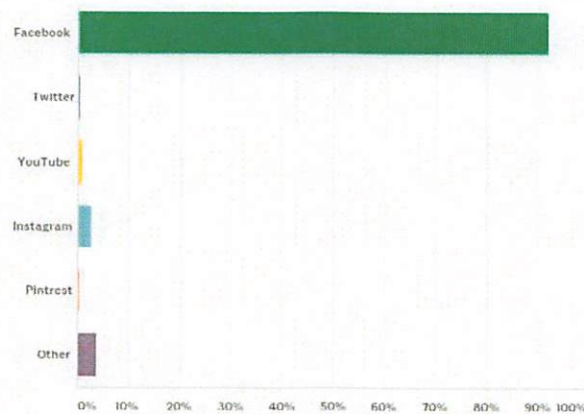
QUESTION 3: Do you feel as though the City's parks are easily accessible?



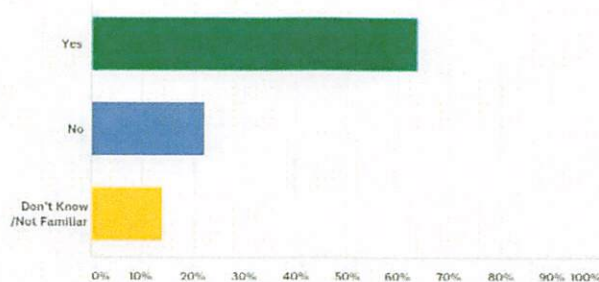
QUESTION 4: From the list below, please mark the top four ways you learn about parks and recreation activities offered in Harker Heights? (Indicate only four answers.)



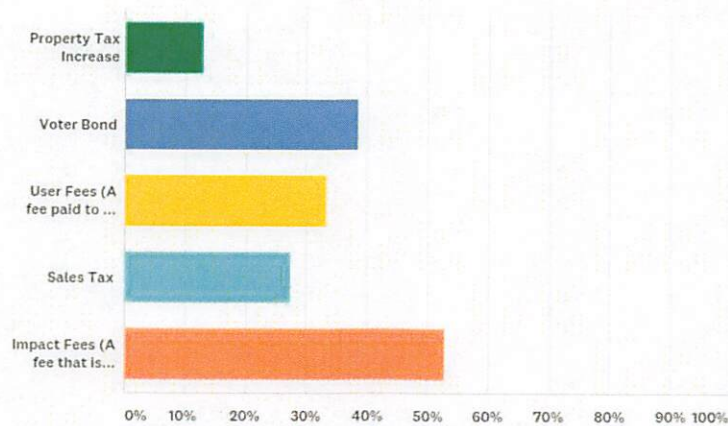
QUESTION 5: If you selected "social media" in Question 4 as one of the top four ways you learn about parks and recreation activities offered by the City of Harker Heights, which social media platform do you prefer? (Indicate only one answer.)



QUESTION 6: Does the City have enough parkland? (Please indicate one answer.)



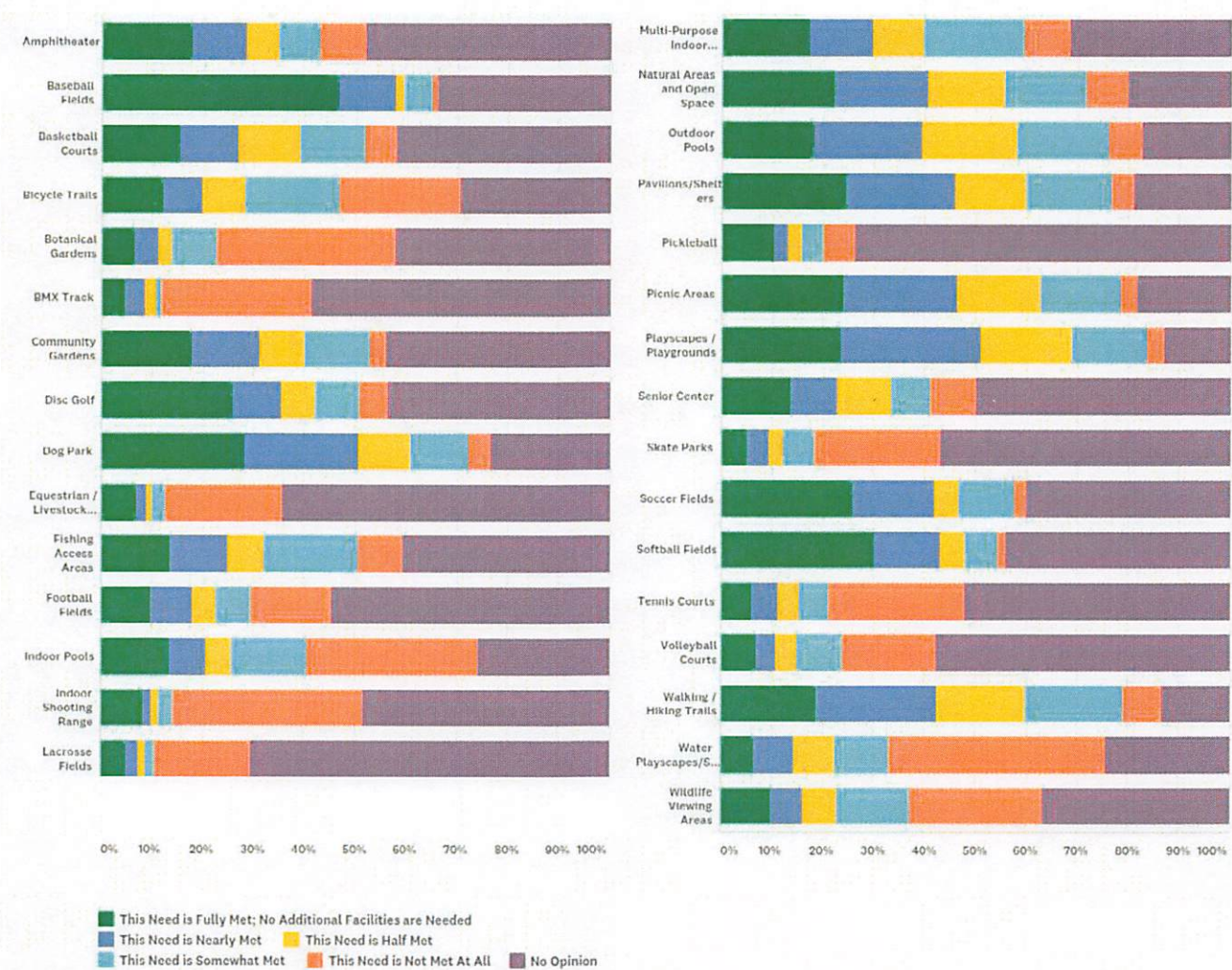
QUESTION 7: Please identify two, if not more, of the following funding methods you prefer for developing new and existing public parks and recreation facilities.



QUESTION 8: What is the single most important issue or need concerning City of Harker Heights parks or recreation programs?

The City received 220 written responses to this question. All responses are included in Section "9 - Appendix of this document.

QUESTION 9: From the FACILITIES listed below, please indicate how well you or someone in your household feels this need is currently being met in existing parks in Harker Heights. (Please indicate one answer for each program activity.)

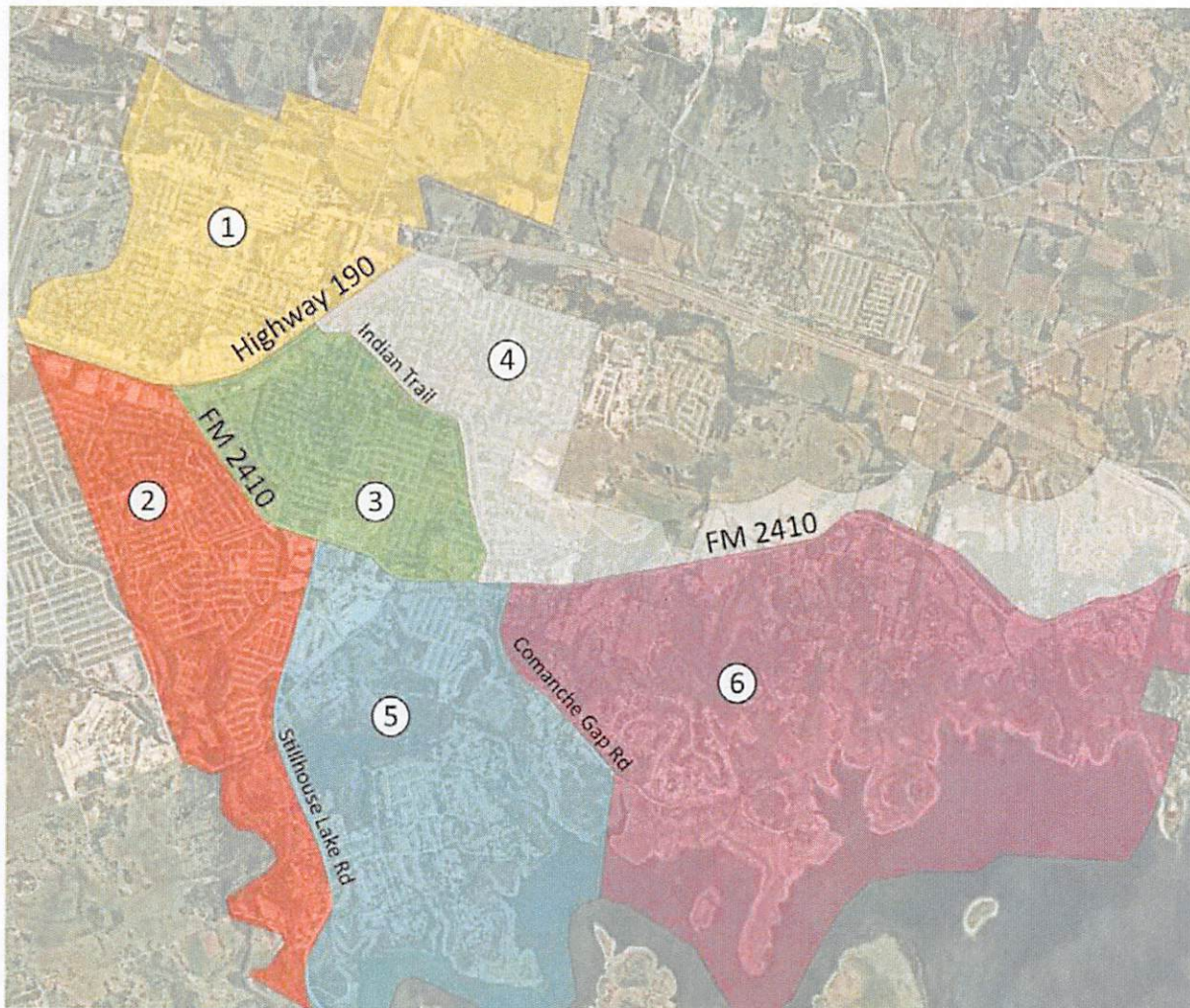


QUESTION 10: From the FACILITIES listed in Question 9, please indicate the top three that are the most important to your household? (Write in your preference below.)

The City queried the responses to Question 10 for each of the six areas of the City as depicted in the map subset below. The listings below represent the top park priorities as provided by survey respondents in the area in which they live.

1	<p>High Priorities</p> <p>Hiking and Walking Trails</p> <p>Medium Priorities</p> <p>Dog Park Soccer</p> <p>Senior Center Playground</p>	2	<p>High Priorities</p> <p>Hiking and Walking Trails Splash Pads</p> <p>Medium Priorities</p> <p>Playground Indoor Pool Dog Park</p> <p>Soccer Skate Park Bicycle Trail</p> <p>Outdoor Pool Tennis Courts Rec.Center</p>
3	<p>High Priorities</p> <p>Hiking and Walking Trails</p> <p>Medium Priorities</p> <p>Outdoor Pool Splash Pad Dog Park</p> <p>Rec. Center Playground</p> <p>Senior Center Tennis Courts</p>	4	<p>High Priorities</p> <p>Splash Pads</p> <p>Medium Priorities</p> <p>Hiking and Walking Trails</p> <p>Playground</p>
5	<p>High Priorities</p> <p>Hiking and Walking Trails Splash Pads</p> <p>Medium Priorities</p> <p>Splash Pads Open Space Soccer</p> <p>Indoor Pool Dog Park</p> <p>Outdoor Pool Skate Park Bicycle Trail</p>	6	<p>High Priorities</p> <p>Hiking and Walking Trails</p> <p>Medium Priorities</p> <p>Outdoor Pool Wildlife Viewing Areas</p> <p>Playground Dog Park Bike Trails</p> <p>Tennis Courts Rec Center Sr. Center</p>

AREAS OF THE CITY

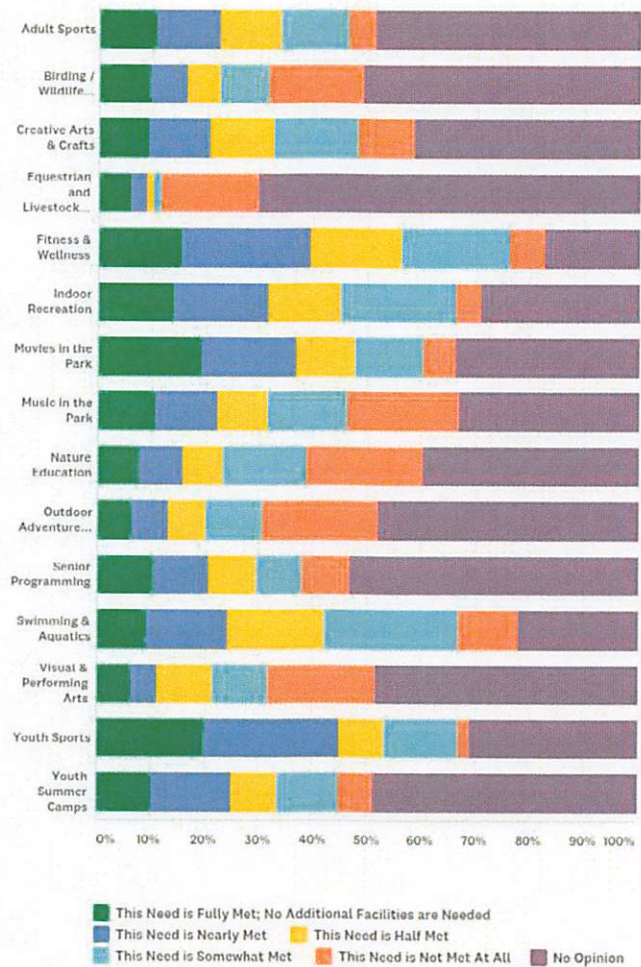


Area 1 (North of Highway 190/Interstate 14)	
Area 2 (South of Highway 190/Interstate 14; West of FM 2410 and West of Stillhouse Lake Road)	
Area 3 (South of Highway 190/Interstate 14; East of FM 2410 and West of Indian Trail)	
Area 4 (South of Highway 190/Interstate 14; East of Indian Trail)	
Area 5 (South of FM 2410; East of Stillhouse Lake Road; West of Comanche Gap Road)	
Area 6 (South of FM 2410; East of Comanche Gap Road)	
Area 7 (Any Area Other than Areas 1, 2, 3, 4, 5 or 6)	

QUESTION 11: Please list any FACILITIES not noted in the survey that the City of Harker Heights should consider constructing in the future. (List and write in any comments.)

The City received 85 written responses to this question. All responses are included in Section “9 - Appendix of this document.

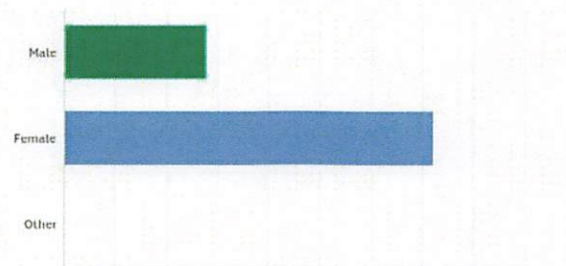
QUESTION 12: From the PROGRAMS & ACTIVITIES listed below, please indicate if you or someone in your household has a need for each of the activities or recreational programs. (Please indicate one answer for each program activity.)



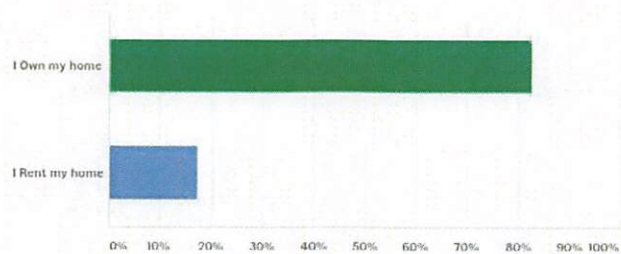
QUESTION 14: Please list any PROGRAMS/ACTIVITIES not noted in the survey that the City of Harker Heights should consider providing in the future. (List and write in any comments.)

The City received 62 written responses to this question. All responses are included in Section “9 - Appendix of this document.

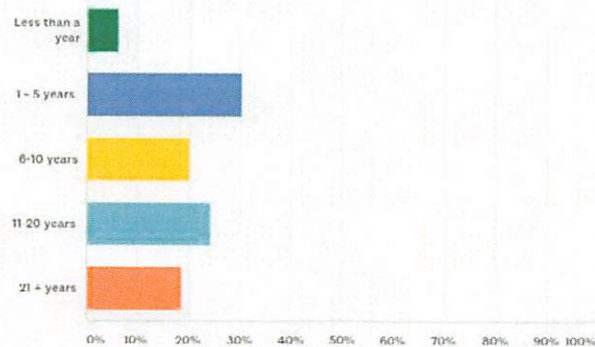
QUESTION 15: I am...



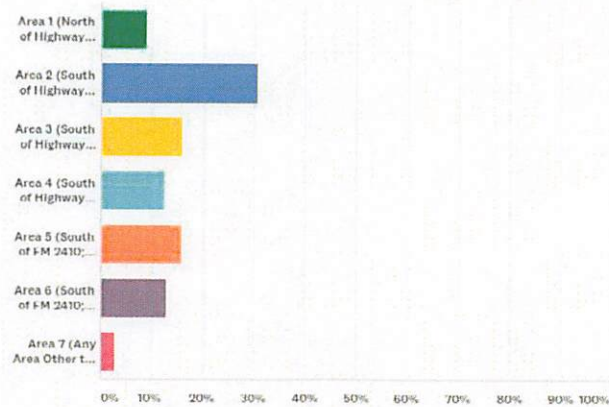
QUESTION 16: I Own my home / Rent my home



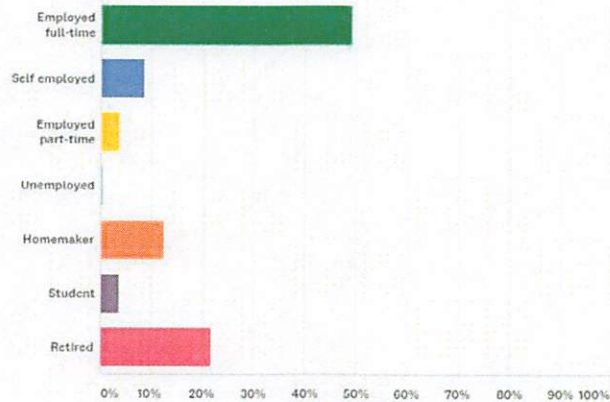
QUESTION 17: I have lived in Harker Heights for _____ years. (Indicate only one answer.)



QUESTION 18: Which area of the City do you live in? (Indicate only one answer.)



QUESTION 19: I am: (Indicate only one answer.)



QUESTION 20: Including yourself, indicate the NUMBER of people in your household who are in the following age categories. (If none, write "0".)

<u>Age Group</u>	<u>% of Responses to this Question Have an Individual in this Age Group</u>
Under 6 years	56.3%
6-12 years	60.07%
13-18 years	50.37%
19-24 years	41.04%
25-44 years	75.75%
45-64 years	58.21%
65 years and older	41.79

QUESTION 21: If you would like to be contacted by City Staff as a follow-up to any item on this survey or to be notified of potential volunteer opportunities, please write your name, phone and e-mail below

The City received 41 written responses to this question.



PARK ACREAGE AND FACILITY STANDARDS/GUIDELINES

The National Recreation and Parks Association (NRPA) provides the industry standard for parks, recreation, and open space design as recognized by park planning professionals throughout the country. This master plan follows the latest published nomenclature and standards as outlined by NRPA in the Parks, Recreation, Open Space, and Greenway Guidelines 1990 edition.

NRPA directed each municipality or governmental agency to develop and provide its own guideline for growth and park planning as dictated by local conditions. As such, a numerical nationwide template of standards for parks growth does not exist, although the development of a standard for each municipality is exhorted. Previously, NRPA directed a minimum of 11 acres of parkland /1000 population.

Keeping NRPA directives in mind, the following standards and guidelines are to be used by the City of Harker Heights as a guide for minimum goals to be achieved by the City as its park system further develops. As with any issue that arises, the practice of these standards to specific situations should be applied with the wisdom of the local needs.

For purposes of this master plan, the Harker Heights park system is divided into the following park classifications:

NEIGHBORHOOD PARKS - As the basic unit of any City's park system, neighborhood parks serve residents in a 1/4 to 1/2 mile area. Typically, there is little if any parking and roadway infrastructure at the park and the focus tends to be on informal activities and servicing passive recreational needs.

COMMUNITY PARKS - Active program elements such as ball fields and larger community based recreation needs are served by the Community Park classification. Typically, these parks range from 30 to 100 acres in size and have a two mile level of service area.



COMPARISON OF PARK ACREAGE TO ADOPTED STANDARDS - PROJECTIONS FOR 2025 AND 2030

In order to assist the City in acquiring additional parkland to meet the needs of a growing population, the following tables have been developed. Each table reflects a desired acreage amount per 1000 unit of population for each park classification group. These desired acreages are compared to existing park acreages within the City limits. The differences between the existing and desired acreages offer a guideline for the years 2025 and 2030 and provide the City of Harker Heights with a systematic park acquisition goal to meet the needs of the population.

EXISTING PARKLAND ACREAGE – CITY OF HARKER HEIGHTS

This table lists parkland inventory acreage as indicated in 'Section 5 - Inventory' of this master plan document.

Neighborhood Parks	
Goode-Connell Park	14.18
Kern Park	4.48
Skipcha Park	5.27
Total Neighborhood Parks Acreage=	23.93 Acres
Community Parks	
Carl Levin Park	29.69
Community Park	62.14
Purser Family Park	30.29
Summit Soccer Complex	32.77
Total Community Parks Acreage=	154.89 Acres
TOTAL PARK ACREAGE=	178.82 Acres



CITY OF HARKER HEIGHTS PARK ACREAGE GUIDELINES

	Existing 2020 Population of 31,849	Guidelines for 2025 Population of 34,287 ¹	Guidelines for 2030 Population of 36,725 ¹
Facility	Existing Parks AC/1000	Suggested AC/1000	Suggested AC/1000
Neighborhood Parks	23.93 0.75 ac/1000	23.93 0.70 ac/1000	23.93 0.65 ac/1000
Community Parks	154.89 4.86 ac/1000	164.89 4.81 ac/1000	174.89 4.76 ac/1000
Totals	178.82 5.61 ac/1000	188.82 5.51 ac/1000	198.82 5.41 ac/1000

At the time of this writing, the City of Harker Heights is exploring the feasibility of taking over the Maintenance and Operations of Dana Peak Park from the Corps of Engineers as part of a potential lease agreement. While Dana Peak Park will not be listed as part of the official Harker Heights park amenity and acreage inventory, the open space and recreational amenities will directly service Harker Heights residents. A modest increase of twenty acres in City parkland (excluding any park acreage associated with a potential Dana Peak Park lease) is proposed over the next ten year growth cycle for the Parks and Recreation Department.

Notes:

1. City Staff estimates that total population build out for the City of Harker Heights will occur at 40,000 people around Year 2040. Population projections for Year 2025 and Year 2030 above are based off of "Active Residential Water Accounts Forecast" provided by the City of Harker Heights Planning and Development Department.



Facility Development Guidelines:

The National Recreation and Park Association (NRPA) has published guidelines for the number of recommended recreational facilities based on population. Information from these guidelines is listed below along with facility development guideline recommendations from LUCK Design Team specific to the City of Harker Heights. The recommendations from LUCK Design Team are in reference to facilities that were not covered in the NRPA recommendations. Proposed guidelines for fiscal years 2025 and 2030 as developed by City staff are also listed below.

CITY OF HARKER HEIGHTS PARK FACILITY GUIDELINES

Activity / Facility	Guidelines Recommended For Facilities Per Population	Existing Facilities In 2020 Pop. of 31,849	Facilities Proposed For 2025 Pop. of 34,287	Facilities Proposed For 2030 Pop. of 36,725
Amphitheaters	1/50,000^	1	1	1
Baseball Fields	1/5,000^	5	5	5
Basketball Courts (outdoors)	1/5,000*	3.5	3.5	3.5
Disc Golf	18 holes/20,000^	18 holes	18 holes	18 holes
Fishing Docks	1/10,000^	0	0	0
Football Fields	1/20,000*	0	0	1
Golf Course	1/50,000*	0	0	0
Multi-Purpose Fields	1/20,000*	2	2	2
Pavilion/Shelters	1/2,000*	10	11	12
Picnic Tables	1 table/300*	83	93	103
Playgrounds	1 area/1,000*	11	12	13
Recreation Centers	1/20,000-30,000*	1	1	1
Skate Parks/Pads	1/20,000^	0	0	1
Soccer Fields	1/3,000^	12	12	12
Softball Fields	1/5,000*	4	4	4
Swimming Pools	1/20,000*	1	1	1
Splash Pads	1/10,000^	0	1	2
Tennis Courts	1/5,000*	0	0	0
Trails	1/2/1,000*	4.46 miles	6.00 miles	8.00 miles
Volleyball Area	1/5,000*	0	0	2 (outdoors)

* - Source: Guidelines from Appendix A in Recreation, Park and Open Space Standards and Guidelines, p. 60-61, 4th printing 1990, a publication of the National Recreation and Park Association. ^- Source: LUCK Design Team professional recommendation for the City of Harker Heights.
National Standard for Baseball: 1/5,000
National Standard for Soccer: 1/5,000

8

IMPLEMENTATION PLAN

The following page represents a condensed action plan of implementation for the Parks, Recreation and Open Space Master Plan 2020-2030. This matrix represents all of the park and recreation goals of the City of Harker Heights and is envisioned to be a working document to guide the City in the future growth of its park and recreation system.

The outline is a proposed approach to implementing the highest recreational facility priorities derived from the public outreach process. By targeting specific high priority items that might be accomplished within the 10-year horizon of this planning document, the City has a proposed approach to meet the current and future park needs of the City of Harker Height

OUTDOOR RECREATION PRIORITIES

High Priority Items

1. Walking, Hiking & Biking Trails/Paths/Lanes
2. Picnic Tables (Trail Support Amenity)
3. Benches (Trail Support Amenity)
4. Water Playscape / Splash Pads

Medium Priority Items

5. Playscapes / Playgrounds
6. Dog Park
7. Outdoor Swimming Pool
8. Wildlife Viewing Areas/ Natural Area and Open Space

Moderate Priority Items (Long-Range Priority Items)

9. Soccer Fields
10. Tennis Court
11. Skate Park
12. Baseball Fields
13. Fishing /Water Access Opportunities
14. Basketball
15. Softball



It is not the intent of the matrix to encumber City leadership to future expenditures.

City of Harker Heights Parks Implementation Plan 2020-2030							
Recreation Priority	Goal(s) Satisfied from Master Plan	Project Name	Project Location	Project / Phase	Project Description	Funding Sources	Est. Budget Amount
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	10 MINUTE WALK Plan for Harker Heights	Overall City	Master Planning	Develop Trail Connectivity Master Plan with Goal of 10 MINUTE WALK to City parks and cultural centers as well as connectivity to other Cities' trail systems	City General Fund	\$15,000 - \$20,000
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Kern Park ADA and Path Improvements	400 S. Ann Boulevard	Design and Construction	Provide 1/4 mile Loop Trail within the park and ADA access to the existing recreational amenities in the park	Parks General Fund	\$102,400 - \$120,000
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Purser family Park ADA Improvements at Playgrounds and Grilling Stations	100 West Mountain Lion Road	Design and Construction	Provide ADA accessible concrete connections to Playgrounds and Grilling stations at Purser Family Park	Parks General Fund	\$10,000 - \$20,000
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Carl Levin Park ADA Amphitheater Improvements	400 Millers Crossing	Design and Construction	Provide 140 LF ADA accessible concrete connections to the amphitheater at Carl Levin	Parks General Fund	\$7,000 - \$10,000
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Community Park ADA Batting Cage Improvements	1501 East FM 2410	Design and Construction	Provide 80 LF of 6' wide ADA accessible concrete connections to the batting cage at the Community Park	Parks General Fund	\$4,000
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Comanche Gap Park Phase 1 - Trail and Trailhead Improvements	Comanche Gap Park	Grant Application, Design and Construction	Unimproved Parking and Trails for Comanche Gap Park	Texas Parks and Wildlife Recreational Trails Grant (Due Feb. 1st); 20% City	Grant Max \$200,000 (80/20 Match)
Outdoor Priority - WALKING, HIKING & BIKING Trails/Paths/Lanes	Accessibility	Summit Soccer Complex - Loop Trail Improvements	Summit Soccer Complex	Grant Application, Design and Construction	Unimproved Parking and Trails for Summit Soccer Complex	Texas Parks and Wildlife Recreational Trails Grant (Due Feb. 1st); 20% City	Grant Max \$200,000 (80/20 Match)
Outdoor Priority - SPLASH PADS	Innovation / Maintenance	Explore possibility of Splash Pad at 3.5 acres of Mountain Lion Road to provide a Splash Pad South of Hwy 190	West Intersection of Mountain Lion Road and Crowfoot Drive	Master Planning	Conduct Due Diligence to see if this site is suitable for a proposed splash pad	City General Fund	No cost; staff time expense
Outdoor Priority - SPLASH PADS	Innovation / Maintenance	Explore possibility of Splash Pad Interlocal with the Armed Services YMCA to provide a Splash Pad North of Hwy 190 Open Year Around	901 S. Ann Boulevard	Master Planning	Conduct Due diligence and approach the YMCA to see if this facility could be open year around; if an Interlocal agreement is appropriate, etc.	City General Fund	No cost; staff time expense
Outdoor Priority - PLAYGROUNDS	Accessibility / Maintenance	Certified Playground Safety Institute (CPSI) Certification for City Staff	N/a	Training	Investing in training for City Staff to become CPSI certified	Parks General Fund for Staff Training	To Be Determined
Outdoor Priority - PLAYGROUNDS	Accessibility / Maintenance	Establish Annual Audit Best Practices for Playgrounds	N/a	Training	Investing in training for City Staff to become CPSI certified	Parks General Fund for Staff Training	To Be Determined
Outdoor Priority - PLAYGROUNDS	Accessibility / Maintenance	Summit Soccer Complex Playground	N/a	Training	Install new playground at Summit Soccer Complex	Parks General Fund for Staff Training	To Be Determined
Outdoor Priority - PLAYGROUNDS	Accessibility / Maintenance	Playground at Corner of Indian Trail and Verna Lee	N/a	Training	Install new playground at Corner of Indian Trail and Verna Lee	Parks General Fund for Staff Training	To Be Determined
Outdoor Priority - PLAYGROUNDS	Accessibility / Maintenance	Install Shade Canopy over the playground at Kern Park	400 S. Ann Boulevard	Construction	Provide over existing playground at Kern Park	Parks General Fund	\$20,000-\$30,000
Outdoor Priority - PLAYGROUNDS	Accessibility	Comanche Gap Park Phase 2 - Administration and Playground Improvements	Comanche Gap Park	Grant Application, Design and Construction	Improvements to include parks Admin Office and Interpretive playground area	Texas Parks and Wildlife Local Parks Non-Urban Outdoor Recreation (Due Feb. 1st); 20% City	Grant Max \$750,000 (50/20 Match)
Outdoor Priority - DOG PARK	Maintenance	Develop Maintenance Plan for Dog Park at Purser Family Park	100 West Mountain Lion Road	Master Planning	Develop best practices maintenance plan for the dog park at Purser Family Park	Parks General Fund	No cost; staff time expense
Outdoor Priority - DOG PARK	Accessibility	Install new dog park at Corner of Indian Trail and Verna Lee	Indian Trail and Verna Lee	Master Planning, Design and Construction	Conduct Due diligence with the Public Works department to explore this possibility;	City General Fund	\$400,000 - \$500,000
Outdoor Priority - SOCCER	Maintenance	Provide Irrigation at Goode/Connell Park for the Soccer and Baseball Practice Areas	110 East Beeline Lane	Design and Construction	Develop plans and install irrigation; top dress and level fields for more suitable play	Parks General Fund	\$15,000 - \$20,000
Miscellaneous	Sustainability / Innovation	Develop "Sustainability" Best Practices for the Harker Heights Parks System	Overall City	Master Planning	Examples: Eliminate single use plastic at concessions; place recycling bins next to trash cans, utilize SITES Initiatives in new design	Parks General Fund	No cost; staff time expense
Miscellaneous	Sustainability / Innovation	Develop "Innovation in Programming" Best Practices for the Harker Heights Parks System	Overall City	Master Planning	Examples: wildflower meadow to reduce mowing and provide seasonal interest; temporal artwork	Parks General Fund	No cost; staff time expense
Miscellaneous	Sustainability / Innovation	Equip the City's Community Parks with WI-FI Capabilities	City's Community Parks	Design and Construction	Provide WI-FI infrastructure at each of the City's Community Parks	Parks General Fund	To Be Determined

9 APPENDIX

QUESTION 8: What is the single most important issue or need concerning City of Harker Heights parks or recreation programs?

1. Exciting things for families other than sports.
2. An area that is dedicated to extreme sports (e.g. skateboarding, BMX, roller blading, etc.) is highly needed. None of the City's parks have an area designated for these sports, and it is illegal to practice them in almost all public & private properties!
3. Year around playing field (indoor soccer/football field).
4. We are a small town. Please ensure we don't overextend the budget trying to create to many new parks.
5. Splash pad.
6. Park trails deteriorating.
7. Safety.
8. Safe access.
9. Upkeep trash.
10. More family friendly activities.
11. I have none.
12. Maintenance.
13. Keep poop bag dispensers full and keep parks safe.
14. Sidewalk at Kern Park and a dog park with separate areas for dog size.
15. Why does it take so long to fix problems in the parks. Lights stay out for months leaking irrigation making muddy areas trash cans over flowing on weekends trimming of areas mowed not done.
16. Hiking trails along the lake, new soccer fields that reflect the excellence of our city, natural areas and green belts with a central arboretum of native tree, plants and flowers.
17. Safety.
18. Safety.
19. Safety.
20. Recycling bins + connected trail system.
21. Keen park needs more attention.
22. Recreation joggers.. No dog.
23. Handicap accessible playground.
24. Trying to take the only mountain bike trails around.

25. More exposure.
26. Accessibility to the trails at Dana Peak for biking during city control by lease.
27. When the smaller kids are playing soccer or mainly tee ball doesn't seem like there very much city staff involved at all to keep stuff flowing properly.
28. More hike/bike trails.
29. Splash pad or water park.
30. It'd be nice to have more shaded areas for trails especially due to heat.
31. Summit Soccer fields needs some seating and shaded areas for people that are watching. Also not scheduling the games at the same time to make it more single parent friendly.
32. Cleanliness and safety.
33. Keep investing in our parks and community.
34. Nature trails which are accessible to families.
35. Pool access.
36. Skateboard/BMX park.
37. Needing more dog parks instead of one that everyone goes to.
38. Shade for purser. Completion of bike path on Rosewood that leads to Purser.
39. Keeping them nice.
40. Parks should have shade for kids and water fountains for kids year around.
41. A place for the community to gather safely.
42. Safety at the parks.
43. Larger bus for community activities.
44. More activities for residents to enjoy: like classes, movies in the park, kite day, to name a few.
45. Walking areas off the streets as the streets are very narrow.
46. Need more green space in general and not all of it manicured.
47. Summit Soccer Complex is awful for both recreational teams and travel teams.
48. They need to clean bathrooms daily!
49. The parks in Heights are fantastic. Kern park needs some care and access to a bathroom when it is being used. Besides that it's great.
50. Bathrooms at the pool are horrible and always smell like urine.
51. Draw commercial business to our city - a place for citizens to recreate.
52. We need some lighted tennis courts.
53. Tennis walls for self play/practice.
54. Not enough green space. I prefer to go to parks in other cities that have greenbelts and trail systems. Other than Purser Park, Harker Heights parks resemble treeless parking lots. It should be remembered that a persons needs change over time. At one time my focus was playgrounds and

youth sports, now it is fitness and nature.

55. Nothing.
56. We need parks in all areas of the city, older areas are lacking recreation programs.
57. Getting a calendar of events for each program.
58. Support for workers that have great ideas.
59. City growth.
60. Enough volunteers to meet the demand and putting the messages and communication out on social media.
61. More hiking and preserve lands.
62. Family life.
63. Bicycle lanes, bicycle skills park, more bicycle friendly.
64. None.
65. Side walks in neighborhoods.
66. Security scans during the early and late hours.
67. Broken lights/ lights out.
68. Visibility and advertising.
69. Keep parks especially Skipcha Park in better condition.
70. Need more access for seniors pickleball.
71. More shopping stores.
72. Parks and Rec programs are doing fine.
73. Most important for me is the senior citizen programs and services.
74. Need outside tennis/Pickleball courts. There are volley ball and basketball courts but no tennis courts in HARKER heights. You can combine tennis and Pickleball courts by painting lines on the surface. You can also put basketball hoops and volley ball on the same courts. We will need at least four courts.
75. Make sure all neighborhoods have safe access to all parks through the use of wide sidewalks and trails.
76. None.
77. None.
78. More things for children and seniors.
79. Need public Tennis Courts. I've been asking for 20 years!!!
80. Senior Activities need a bigger bus for day trips.
81. Use pylons to keep trucks from backing up over the walking paths. People get hurt when running. I have witnessed this walking in Purser Park in the early mornings.
82. Recycling bins next to trash bins; community composting center, more areas to affordably rent for outdoor events.

83. Ensuring year round shaded areas in parks, preferably by trees
84. Being accessible through sidewalks in the city - Even for the small parks that are near me, I need my car to get there as the walk to the park, even short, is TOO dangerous.
85. Advertising
86. User friendly
87. Safety of equipment for my children
88. Spectacle, the parks are nice but basic. With the military influence and range of cultures the parks should grab themes and ideas from around the world. Our parks should not just be run of the mill parks. With the majority of the residents spending time in countries with hundreds of years of history it silly not to have world historical education intertwined with our parks.
89. More pickleball time.
90. Need to have new and different amenities at each park.
91. Trash collection! In Purser Park there is more often than not trash in the water areas. I notice this in Carl Levin as well.
92. Need a bigger or second pool in the area with better hours.
93. Ensure youth in the area have activities in the summer.
94. Would like all the facilities to have multiple activities available. Currently, only one disc golf course, only one of the facilities I'm familiar with has basketball. Would be nice to have more choice.
95. Updating and renovations to existing structures.
96. Having activities that can be repeated various times of the year regardless of the seasons (cold weather camping, polar bear swims, hot cocoa in the park (spin off from the popsicles), various sports that can be done indoors as well. Also, Heights could really use another city sponsored activity or event that draws in a large amount of both citizens and noncitizens. Food, Wine & Brew fest is great but sponsored by the Chamber. If the Parks dept. could have their own "Fall Fest" or "Spring Spectacular" that is an annual event that folks could look forward to you may begin to gain more traction and draw to the area.
97. Community activity rooms in the parks to rent for events (ex. Parties). W/Full prep facilities.
98. Safe environment for families.
99. The trash at Goode-Connell Park is often overflowing (I think the apartment people use them) and some grass areas gets missed sometimes when it's cut.
100. Safety. Park security guards (doesn't have to be police officers) that patrol parks.
101. Finding and keeping qualified Parks and Rec staff.
102. They need to focus on the up keeping of existing parks rather than taking on new projects that cost.
103. We need a skate park in Harker heights.
104. More programs encouraging to use the parks.
105. Need a splash pad.
106. Harker Heights needs a skateboard park.

107. Bathrooms.
108. Lots of programs for small children. Not much for pre-teens/middle schoolers.
109. We are still new here trying to find out.
110. Updating the Recreation Center and its amenities.
111. With such hot summers, it's difficult to find any places we can enjoy outside (spray pad, biking paths, sidewalks in neighborhoods).
112. We need more parks.
113. Need water fountains, shade and restrooms.
114. More qualified coaches.
115. Bathrooms at parks and better communication between Parks and Rec and the programs offer.
116. We would love to have a free splash pad!
117. Not sure.
118. Leave Dana Peak Park alone.
119. More activities for kids like a splash pad and more shade covering the playground.
120. FUNDING! I know it's hard to stretch that dime into a dollar you need.
121. I know it's hard to control, but the soccer fields have quite a lot of ant piles.
122. Better screening of volunteers and participants. Maybe some type of incentive.
123. Opportunities for youth.
124. Get rid of all the brush.
125. Security.
126. The kids sports rec could be drastically improved, there is no reason our citizens should leave the community to play in other cities. My involvement in the baseball and softball teams has shown me that we have poor communication and organization by the city staff in charge. When I am told by staff that I should feel privileged for what work they do indicates the wrong attitude set forth by the director.
127. Cleanliness. The were cleaner a few years ago than they are now. It almost seems as though no one checks them.
128. Summit Soccer Fields needs at least a long bench for the players to sit down on.
129. A larger gym with more courts and workout area.
130. More staff members.
131. Lack of communication.
132. Lack of amenities comparable to other cities with similar property tax .
133. Summit fields need a place for parents to sit just a little bench even if just for the kids on the sidelines also there are a ton of holes on the field a kid could easily be hurt.
134. More free activities for children, like a splash pad.
135. Harker Heights is really doing a great job. Know some of us are very appreciative!

136. Development of Dana Peak Park. Living in the Ridge prefer the peace and quiet. Cannot afford another property tax increase as already being taxed out of our home.
137. Use of unused space for natural park areas, walking trails, fishing etc.
138. Summit soccer field stink. Sewage smell in that area.
139. All proposed future should be brought to a vote by the citizen's not just the city council.
140. Summit Soccer fields needs some seating and shaded areas for people that are watching.
141. Sun/shade cover.
142. Security.
143. Don't know.
144. Upgrade Summit Park.
145. Growing larger annual community events.
146. Cleaner bathrooms and more activities for kids and adults.
147. Fall softball would be great. They offer soccer twice a year. It would be nice if they offered softball twice a year as well.
148. Lack of water activities or areas for families during the summer. For the amount we pay in property taxes there should at least be a splash of for the kids to play in.
149. I would like to have more gyms available for playing basketball with kids.
150. Ensuring there are enough diverse activities to children actively engaged.
151. Have all gates open when games are going on, gate by batting cage almost always closed.
152. More restrooms and shade covering the children's area. An area for toddlers is needed.
153. What came first, the sewage treatment facility or the soccer complex? Highly inconvenient to watch your child play youth sports with the smell in the air. City planners did not think this one out.
154. Safety and cleanliness.
155. Leave Dana Peak Park alone!
156. Proximity to living areas.
157. Maybe just leave Dana Peak park alone and not worry about taxing residents. To create it into a money making project but no plans of widening roads and no other exit for residents of the Ridge is unsafe. Also, residents of the Ridge paid premium to be away from noisy areas. Maybe find another place to build parks instead of rebuilding an existing park.
158. Need more advertising.
159. More options such as water parks. Ex. Summer Fun USA.
160. You have enough parks, you just need to improve them and enforce park rules. Need more shade and less playgrounds. Improving the landscaping and making sure the existing plants and trees are thriving would do a lot toward making them nicer places to visit. Please do NOT Turn Dana Peak Park into what all your other parks are. It is the only nice place left in Harker Heights that you can really enjoy nature and beautiful scenery!!

161. Restrooms,drinks.
162. Safety.
163. No more property tax hikes.
164. The parks need trees. I used to used the community park for running, but it gets too hot without shade. That's park in particular needs more trees. Also, limited amount of
165. Charge users and not homeowners. A lot of homeowners never use facilities, why should they pay for others to use?
166. More trees and tables.
167. Put the word out on the current parks you have, and make them better.
168. No splash pad in the city.
169. Preserve Dana Peak. Leave as it is.
170. Improve what already is here - until this survey didn't know we had this much.
171. Don't raise property taxes to fund parks.
172. The condition of the baseball softball & soccer fields when it rain.
173. Up keep.
174. No skate park at any park here in Harker Heights.
175. More lighting in parks and access to more water fountains throughout trail.
176. There's nothing around the parks. Partner with retail locations to create experiences and destination, multi-use property.
177. Safety.
178. Facilities for pre-teens and teen. Such as a skate park.
179. Splash park.
180. To my family it's pool accessibility. Morning hours. Another pool built to fit the crowd or constant closing due to pooping? Splash pad?
181. We need additional community pools.
182. Effort to keep programs fun and competitive for the kids. Find ways to help preserve resources such as a protective Canopy over the batting cages at the Community Park to help maintain better condition of the facility.
183. Play structure upkeep.
184. Safety.
185. More variety (such as tennis courts, splash pads, basketball courts).
186. Additional activities (tennis, water park).
187. Needs better lighting.
188. Homeless/dog poop.
189. Safe access and close proximity to neighborhoods.

190. A splash park and access from Skipcha Final to Skipcha Park that is not on Stillhouse Hollow Road. Clear out that nasty swamp creek thing and make it a park.
191. Mowing & keeping parks up.
192. Responsibility of those who use the park--and fines for those who don't. i.e. picking up their dog waste. I generally pick up 4 to 5 piles each time I walk at Community Park.
193. Abuse of parks, people are driving through Carl levin park every weekend to get to the reserved areas. Y'all need to gate off the park to vehicular traffic.
194. Keep them pretty.
195. Safety.
196. A water park or splash pad would be nice.
197. Bike lanes.
198. We need a splash pad!! It's too hot in TX to enjoy the parks without a way to cool off. A splash pad would be a great way to do that!
199. Splash pad needed.
200. Lack of trees.
201. More teenage/children programs.
202. Keeping them safe.
203. Trees need to be trimmed of dead branches in Purser Park.
204. A splash pad.
205. Summit Soccer Complex could use a sidewalk around the complex for people to walk around for exercise. Also clean up the area around the creek, maybe make something for kids to fish in. Kern Park is a big park for a small playground. Needs more attention. These 2 parks are the oldest in Harker Heights and I just feel like this side of town is being neglected.
206. Purser park has a lot of hazards.....3 and 4 foot drop offs along walking path, numerous dead trees with large limbs falling off, swampy/slim growing in creek because no one cleans them out, tree branches hanging down below eye level all over park. Lot of safety hazards in my opinion.
207. The dog park is gross. People don't clean up after their dogs like they are supposed to. It needs a regular cleaning and maybe get more strict in those who don't clean up after their dogs. Also, I feel like children under 10 shouldn't be allowed in the big dog park area. My dog loves people and other dogs but I can't take her to the park when there are small children in the park because she gets scared and I'm afraid she'd hurt a small child. It's just not safe for kids no matter how well behaved people think their kids are. So the issue of the dog park should be addressed. Also, a LOT of residents in our Facebook page talk about how they'd like to see a splash pad for kids at one of the parks.
208. Getting the information out to the public.
209. Shade! Going to sporting events here for Grandchildren is almost unbearable. Pavilions and trees are needed.
210. Some of the parks need an increase police Patrol.

- 211. Shaded playground areas! The playground structures get very hot to the touch in the heat making some parts unusable (ie slide, climbing parts).
- 212. Better covers to block the sun and keep the slides cool. Also add watering areas for dogs to all parks with dog walk areas.
- 213. Pet waste cleanup.
- 214. Need for a splash pad.
- 215. They all need SHADE! Harker Heights Community park has -no- shade on the playground equipment itself and it's brutal on the little ones!
- 216. Safety.
- 217. Connectivity.
- 218. More activities posts
- 219. We need a splash pad like other towns.
- 220. Funding to provide new amenities in our parks.

QUESTION 11: Please list any FACILITIES not noted in the survey that the City of Harker Heights should consider constructing in the future. (List and write in any comments.)

1. Skate Parks (which are covered by a roof).
2. Splash pad.
3. Canal system between lake Belton and lake Stillhouse to be used for kayaking, canoeing, and or rafting.
4. Bike Trails.
5. Whatever happened to volleyball at community park.
6. Nature Trails similar to Chalk Ridge.
7. Arboretum of native trees, plants and flowers.
8. It would be awesome to have an all abilities playscape/playground, a water playground/ Splash pad, and a tennis court.
9. Hospital near the night way Dr.
10. Mountain biking trails.
11. BMX Track.
12. Walking & hiking trails.
13. Skate park.
14. Zoo, outdoor players theatre, more senior activities with tours, and more community sidewalks.
15. Running trails, indoor pool.
16. I would like to see the city develop the old oakridge neighborhood golf course into a community park. There is trails, greens, a pool and lots of room for anything the community needs.
17. Recreational pool center.
18. Tennis courts?
19. Bigger playgrounds - need family activities.
20. None it's a waste of money and time.
21. Indoor soccer field.
22. Bicycle skills park.
23. Sidewalks in neighborhoods.
24. Dana Peak camping area.
25. Senior center on indian trails. Need more activity rooms/ activities.
26. None.
27. A place for people with special needs and seniors can go and feel like apart of the community.
28. Larger library.
29. No sure.

30. Indoor pool.
31. None.
32. Botanical garden.
33. Senior Center with indoor exercise area.
34. Community self-serve recycling center.
35. Cant think of anything else.
36. A dedicated SENIOR Center.
37. Swimming pool.
38. Splash pad.
39. Garden maze.
40. Horseshoes.
41. Golf putting areas! OOO! GOLF LESSONS! This may be a library/activities center thing but having a "Teen Room" or rather an open, specific teen gathering area within one of the existing city facilities that could have more teen-esque atmosphere that is monitored and safe (think gaming consoles, popcorn machine, ping-pong table, big screen tvs).
42. Cheer/Gymnastics Areas.
43. A bigger, free public gym with walking trails to encourage a healthy community.
44. Multi-purpose complex like in McAllen,TX.
45. Too broad a question. I'd like to see additional parks with outdoor pools and or spray pads for the kids; walking/hiking trails; dog parks; picnic areas; Disc Golf; Amphitheater, Bike Trails.
46. Water Park.
47. Splash Pad.
48. More Bathrooms (clean).
49. FOOTBALL FIELDS FOR YOUTH FOOTBALL LIKE ROUNDROCK MULTIPURPOSE COMPLEX. FOOTBALL IS YEAR ROUND, THIS WILL BRING LOTS OF PEOPLE TO HARKER HEIGHTS AND WILL BOOST OUR HOTELS, RESTAURANTS AND LOCAL BUSINESSES.
50. Sand Volleyball Court, Tennis Court, Splash Pad.
51. All-abilities playground.
52. More trees.
53. Restrooms and drinking fountain and sidewalks in residential areas. Also needs crosswalks (mid block) in high traffic areas near the schools (Skipcha in particular)
54. None.
55. Street hockey rink.
56. Gazebos.
57. More trash cans in the parks.

58. Zen or tranquility space.
59. Indoor Pool Space.
60. On street bike lanes to Park Facilities - like Kern Park since there is not a parking lot.
61. Summit Soccer Fields needs a bench for players to sit down on.
62. Skate park, Another outdoor park with a pool.
63. Splash pad?
64. Indoor Sports Arena.
65. Out door splash Parks with amphitheaters and more sidewalks with trash and poop bags.
66. Sidewalks and lights along Stillhouse road.
67. Football, soccer, indoor pools, tennis, volleyball.
68. Healthy restaurants.
69. Putt putt golfing, facilities like MAKs in Copperas Cove.
70. Stop constructing and start improving existing sites!!
71. Botanical gardens.
72. Porta Potty's along hiking/biking trails.
73. A small park in The Ridge.
74. FIX what we have. INFORM public as to what we have; don't try to create more by spending more.
75. None.
76. Additional disc golf course.
77. N/A.
78. PLEASE build a splash park!! And better covers and benches at the parks. Its HOT in TX and although there is some cover, it's too far away from where kids play. We need to be closer to the kids.
79. Botanical Gardens.
80. Indoor pool with slides and lazy river.
81. Splash pad!
82. Dog water areas on all the water fountains. Make sure all parks have filter water fill ups.
83. Dog playscape/agility course.
84. Archery.
85. Splash pad along Mountain Lion Road.

QUESTION 14: Please list any PROGRAMS/ACTIVITIES not noted in the survey that the City of Harker Heights should consider providing in the future. (List and write in any comments.)

1. Outdoor theatre.
2. Golf archery paint ball.
3. More tech/art activities offered by library.
4. None.
5. Trail bike skipcha mountain.
6. BMX Track.
7. More youth programs/classes..etc. (like swimming lessons, Dance classes for kids like Ballet or tap, Fun activities for the summer for kids).
8. Community/senior tours within the United States or abroad; nature hike, walk, and bike trails, increase our towns walkability score.
9. Theatre and music.
10. Tennis.
11. More community activities.
12. Tennis.
13. None it's a waste of money and time.
14. Biking.
15. None.
16. Ballroom dancing,tap dancing,stage plays.
17. Senior Travel Trips.
18. I am not sure.
19. Speakers at Senior Center/Library on topics such as Alzheimer's, senior Health etc.
20. Lunches for seniors.
21. Nine.
22. Geocaching, Kid exploring programs, Park cleaning events.
23. Yoga and gym for Senior with a REAL instructor .
24. Survival skills.
25. Senior softball.
26. Festivals.
27. 5k and 10k running races.
28. Skeet Shooting...?, Disc Golf Competitions hosted by the City?

29. Adult dance classes.
30. Cheer/Gymnastics.
31. Youth/Teen football camps.
32. Karate.
33. Adult volleyball.
34. MORE FOR PRE-TEENS BETWEEN THE AGES OF 11-14.
35. More programs for teens and family .
36. Annual Music in the Park Festival, Zumba Class,.
37. Closer tie in with BSA to camp in the parks (mostly just the Cub Scouts).
38. Nothing needs to be added.
39. Yoga.
40. A summer cohesion program. Where I used to live it went from 9am til noon or 1 depending on the year. Kids did sports, crafts, etc. fees were income based. at or below poverty level was free then went from small to larger fees depending on income. most of the workers were high school and college kids. Again they played games and sports and did simple crafts like coloring and painting pictures also made kites out of trash bags and balsa wood. It gave the elementary students something to do in summer.
41. Youth Sports - Basketball for the older divisions.
42. Water Park.
43. Skate park.
44. July 4 fireworks?
45. Senior trips.
46. Day sports classes for adults like yoga.
47. 1812 Overture Music Event in Park. Maybe an annual event.
48. Cheer leading and football.
49. Fall league baseball youth.
50. Fishing, duck hunting, hiking.
51. Don't stop the parades and yearly Santa's ride through the city.
52. None, you have enough.
53. Nude Star Bathing.
54. Water activities, kayaks, boating, fishing etc.
55. None.
56. Carnival.
57. Continuing education type classes not just for seniors.

58. N/a.

59. Camping.

60. Splash pad.

61. I believe Harker Heights does a fantastic job in providing to the citizens excellent opportunities, a well trained staff and am grateful for all that is currently offered. (Would be nice to have an indoor pool though.)

62. Resource conservation education (water etc).

Harker Heights Parks, Recreation and Open Space Master Plan Survey 2020-2030

The City of Harker Heights is currently preparing the Harker Heights Parks, Recreation and Open Space Master Plan 2020-2030 (Plan) to guide the long-range planning of parks and event facilities within the City. Public input is an important portion of the Plan.

To ensure the public has an opportunity to voice their opinion, City officials ask citizens living within the City of Harker Heights, the Harker Heights Extra Territorial Jurisdiction (ETJ), and Killeen Independent School District to participate in a short 21-question survey. Answering survey questions will allow individuals to express opinions, wants, and needs regarding City owned and managed parks and event facilities, the future development of open space in Harker Heights, and recreational programs. The results of the survey will be viewed in context with other input received from the public to establish the highest need park priorities within the City.

Please complete this survey by indicating the answers that best reflect your attitudes and opinions.

Your opinion is important and the City would like to thank you for taking the time to complete the survey.

1) How often have you or members of your household visited the City parks listed below or used recreation facilities in Harker Heights in the last year? (Multiple answers may be indicated.)

How often do you visit parks in Harker Heights?	Once a week	More than once a month	Once a month	Two or more times during the year	Never
Activities Center					
Carl Levin Park					
Community Garden					
Community Park					
Goode-Connell Park					
Kern Park					
Purser Family Park					
Recreation Center					
Skipcha Park					
Summit Soccer Complex					

2) How would you rate the physical condition of the parks in Harker Heights? (Multiple answers may be indicated.)

	Excellent	Good	Fair	Poor	Don't Know / Not Familiar
Activities Center					
Carl Levin Park					
Community Garden					
Community Park					
Goode-Connell Park					
Kern Park					
Purser Family Park					
Recreation Center					
Skipcha Park					
Summit Soccer Complex					

3) Do you feel as though the City's parks are easily accessible?

(Please indicate one answer.)

Yes		No	
-----	--	----	--

If you answered "No", why do you think the City's parks are not easily accessible?

4) From the list below, please mark the top four ways you learn about parks and recreation activities offered in Harker Heights? (Indicate only four answers.)

City website		City Newspaper	
Radio		Calling/talking to City Park employees	
Television		Social Media (twitter/Facebook/etc.)	
Word of Mouth		Notifications posted at Park Facilities	

Other (List): _____

5) If you selected "social media" in Question 4 as one of the top four ways you learn about parks and recreation activities offered by the City of Harker Heights, which social media platform do you prefer? (Indicate only one answer.)

Facebook	
Twitter	
YouTube	
Instagram	
Pinterest	

_____ Other (List): _____

6) Does the City have enough parkland? *(Please indicate one answer.)*

Yes		No		Don't Know /Not Familiar	
-----	--	----	--	--------------------------	--

If you answered "No" where do you think new parks are needed?

7) Please identify two, if not more, of the following funding methods you prefer for developing new and existing public parks and recreation facilities:

Property Tax Increase	
Voter Bond	
User Fees (A fee paid to a facility owner by a facility user as a necessary condition for using the facility.)	
Sales Tax	
Impact Fees (A fee that is imposed by the City on a new or proposed development project to pay for the costs of providing public services (for example, a new park) to the new development.)	

_____ Other (List): _____

8) What is the single most important issue or need concerning City of Harker Heights parks or recreation programs? (Write in any comments.)

9) From the FACILITIES listed below, please indicate how well you or someone in your household feels this need is currently being met in existing parks in Harker Heights. (Please indicate one answer for each program activity.)

This need is:	Fully Met; No Additional Facilities are Needed	Nearly Met	Half Met	Somewhat Met	Not Met At All	No Opinion
Amphitheater						
Baseball Fields						
Basketball Courts						
Bicycle Trails						
Botanical Gardens						
BMX Track						
Community Gardens						
Disc Golf						
Dog Park						
Equestrian / Livestock Arenas / Showbarn						
Fishing Access Areas						
Football Fields						
Indoor Pools						
Indoor Shooting Range						
Lacrosse Fields						
Multi-Purpose Indoor Recreation Center						
Natural Areas and Open Space						
Outdoor Pools						
Pavilions/Shelters Water						
Pickleball						
Picnic Areas						
Playscapes / Playgrounds						
Senior Center						
Skate Parks						
Soccer Fields						
Softball Fields						
Tennis Court						
Volleyball Courts						
Walking / Hiking Trails						
Water Playscapes / Splash Pads						
Wildlife Viewing Areas						

10) From the FACILITIES listed in Question 9, please indicate the top three that are the most important to your household? (Write in your preference below.)

_____1st _____2nd _____3rd

11) Please list any FACILITIES not noted in the survey that the City of Harker Heights should consider constructing in the future. (List and write in any comments.)

12) From the PROGRAMS & ACTIVITIES listed below, please indicate if you or someone in your household has a need for each of the activities or recreational programs. (Please indicate one answer for each program activity.)

This need is:	Fully Met; No Additional Facilities are Needed	Nearly Met	Half Met	Somewhat Met	Not Met At All	No Opinion
Adult Sports						
Birding / Wildlife Viewing						
Creative Arts & Crafts						
Equestrian and Livestock Activities						
Fitness & Wellness						
Indoor Recreation						
Movies in the Park						
Music in the Park						
Nature Education						
Outdoor Adventure Sports						
Senior Programming						
Swimming & Aquatics						
Visual & Performing Arts						
Youth Sports						
Youth Summer Camps						

13) From the PROGRAMS & ACTIVITIES listed in Question 12, please indicate the top three that are the most important to your household? (Write in your preference below.)

_____1st _____2nd _____3rd

14) Please list any PROGRAMS/ACTIVITIES not noted in the survey that the City of Harker Heights should consider providing in the future. (List and write in any comments.)

About you:

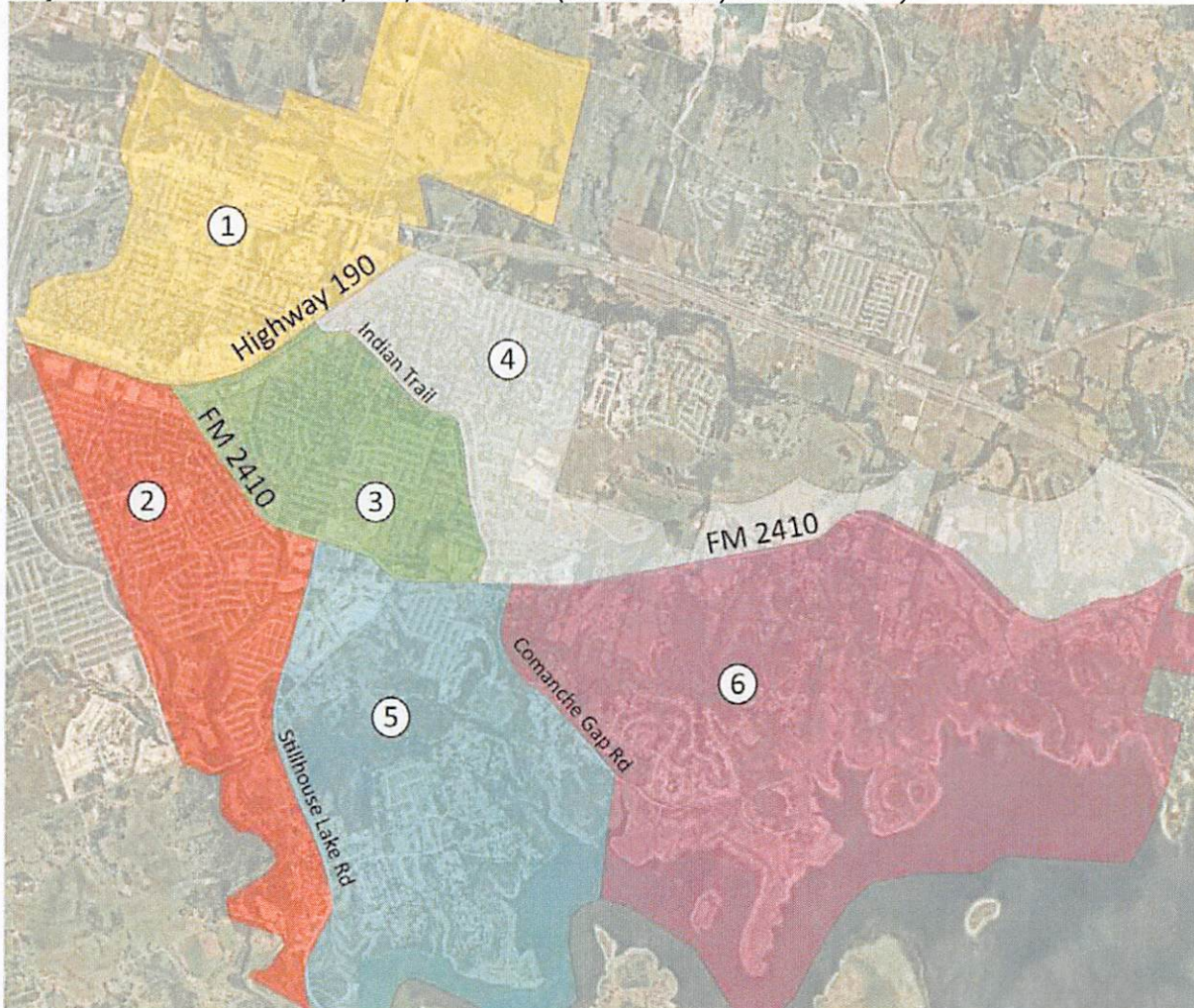
15) I am Male / Female / Other

16) I Own my home / Rent my home

17) I have lived in Harker Heights for _____ years. (Indicate only one answer.)

A	Less than a year	
B	1 - 5 years	
C	6-10 years	
D	11-20 years	
E	21 + years	

18) Which area of the City do you live in? (Indicate only one answer.)



Area 1 (North of Highway 190/Interstate 14)	
Area 2 (South of Highway 190/Interstate 14; West of FM 2410 and West of Stillhouse Lake Road)	
Area 3 (South of Highway 190/Interstate 14; East of FM 2410 and West of Indian Trail)	
Area 4 (South of Highway 190/Interstate 14; East of Indian Trail)	
Area 5 (South of FM 2410; East of Stillhouse Lake Road; West of Comanche Gap Road)	
Area 6 (South of FM 2410; East of Comanche Gap Road)	
Area 7 (Any Area Other than Areas 1, 2, 3, 4, 5 or 6)	

19) I am: *(Indicate only one answer.)*

A	Employed full-time	
B	Self employed	
C	Employed part-time	
D	Unemployed	
E	Homemaker	
F	Student	
G	Retired	

20) Including yourself, indicate the NUMBER of people in your household who are in the following age categories. (If none, write "0".)

Under 6 yrs		25-44 years	
6-12 years		45-64 years	
13-18 years		65 yrs & older	
19-24 years			

21) If you would like to be contacted by City Staff as a follow-up to any item on this survey or to be notified of potential volunteer opportunities, please write your name, phone and email below.

Thank you for your participation in this survey. Your input will help develop the future vision for parks and recreation in the City of Harker Heights.

BIBLIOGRAPHY

1. "History/Demographics; source: [http://www.ci.harker-heights.tx.us/docs/22-09-10\(4\)%20History,%20Demographics,%20page%2019-24.pdf](http://www.ci.harker-heights.tx.us/docs/22-09-10(4)%20History,%20Demographics,%20page%2019-24.pdf); retrieved February 2, 2020.

COUNCIL MEMORANDUM AGENDA ITEM # XI-2

FROM: THE OFFICE OF THE CITY MANAGER

DATE: JUNE 23, 2020

DISCUSS AND CONSIDER APPROVING A RESOLUTION AUTHORIZING THE CITY'S PARTICIPATION FOR A GRANT IN THE AMOUNT OF \$20,964.00 THROUGH THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT PROGRAM; FOR THE PURCHASE OF 1 AERO CLAVE RDS 3110, 1 VICTORY HANDHELD SPRAYER, 5 UV SPOTLIGHT POINT AND SHOOT, 3 CRUISER UV, 2 RAZOR UV, AND 6 NO TOUCH PRO-THERMS THERMOMETERS; AND TAKE THE APPROPRIATE ACTION.

EXPLANATION:

The Coronavirus (COVID-19) is an easily spread virus which has very serious effects. The equipment requested in this grant will give the Harker Heights Police Department the ability to rapidly sanitize the department's equipment such as patrol vehicles, and the Police building to include offices, breakroom, and hallways. The current method of sanitization is to use wipes or aerosol cleaners. This is time consuming for vehicles, large office areas and hallways.

The Harker Heights Police Department will apply for a Coronavirus Emergency Supplemental Funding Grant for one (1) Aero Clave RDS 3110, one (1) Victory Handheld Sprayer, five (5) UV Spotlight Point and Shoot, three (3) Cruiser UV, two (2) Razor UV, and six (6) No Touch Pro-Therms Thermometers.

- Aero Clave RDS 3110 is a portable decontamination system used to quickly sanitize large areas.
- Victory Handheld Sprayer is used to sanitize smaller areas.
- UV Spotlight Point and Shoot disinfects smaller items such as keyboards, radios, and phones.
- Cruiser UV uses UV light to sanitize department vehicles.
- Razor UV is a smaller UV light that will be used to sanitize computers.
- No Touch Pro-Therms are thermometers that will be used to monitor department personnel health.

The Grant would provide a total of \$20,964.00, with no requirement for a cash or in-kind match.

RECOMMENDATION:

Staff recommends approval.

ACTION BY CITY COUNCIL:

1. Motion to approve/disapprove a resolution authorizing the City's participation in the Coronavirus Emergency Supplemental Funding Grant program in the amount of \$20,964.00 with no requirement for a cash or in-kind match.
2. Any other action desired.

ATTACHMENTS:

1. Resolution
2. The Coronavirus Emergency Supplemental Grant Application

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY'S PARTICIPATION IN THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM GRANT IN THE AMOUNT OF \$20,964.00; FOR THE PURCHASE OF 1 AERO CLAVE RDS 3110, 1 VICTORY HANDHELD SPRAYER, 5 UV SPOTLIGHT POINT AND SHOOT, 3 CRUISER UV, 2 RAZOR UV, AND 6 NO TOUCH PRO-THERMS THERMOMETERS.

WHEREAS, the Harker Heights Police Department has prepared an application for a Coronavirus Emergency Supplemental Funding Program ("**Grant**") # 4162601 to equip the department personnel with the sanitizing equipment to reduce the impact of the Coronavirus (COVID-19) on the department personnel. This equipment will quickly and more effectively clean the department building and equipment so it can be put back into service.

WHEREAS, the City Council finds and determines: the requested sanitizing equipment will help with the slowing of the spread of the coronavirus to the officers and employees by sanitizing the equipment and the Harker Heights Police Department; and

WHEREAS, the City Council further finds and determines the Police Department has limited sanitizing capabilities at the current time. This combined with the easily transferability of the virus makes these capabilities essential for the protection of the Harker Heights Police Department officers, other employees and Harker Heights residents.

WHEREAS, the Grant would provide a total of \$20,964.00, with no requirement for a cash or in-kind match; and

WHEREAS, the City Council finds it is in the public interest that the City participate in the Grant according to the terms and conditions thereof, and by means hereof the Council expresses its support for such participation; and

WHEREAS, the meeting at which this resolution was passed was open to the public, and notice of the time, place and purpose of said meeting was given as required by law, all in strict accordance with the requirements of the Texas Open Meetings Act;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Harker Heights, Texas:

1. The facts and recitations set forth above are hereby found and declared to be true and correct.
2. The submission of the application for the Grant is hereby approved.

3. The City Manager, David Mitchell, is hereby designated as the City's authorized official. He is authorized and empowered to act in the name and on behalf of the City to apply for, accept, reject, alter, or terminate the City's participation in the Grant, and to execute and deliver such agreements (and any changes therein and additions thereto as he shall determine to be necessary or advisable, such determination to be conclusively evidenced by the execution and delivery thereof), and any related consents, notices, certificates, acknowledgments, and other instruments, and to act as the representative of the City in any lawful way to perform or cause to be performed such other and further acts as may be reasonably necessary and appropriate to accomplish the purposes of these resolutions.
4. All actions taken or performed prior to the date hereof by the City Manager in respect to the matters referred to and approved in this Resolution be and hereby are ratified and confirmed in all respects.
5. The City Council agrees that in the event of loss or misuse of Grant funds, such funds will be returned to the Texas Office of the Governor in full.
6. Any person, corporation, partnership, limited partnership, association, joint venture or other business entity may presume upon the validity of the acts of any person authorized herein to act, without further recourse to the governing documents, minutes or other proceedings of the City, and without joinder of any other officer or employee of the City.

PASSED AND APPROVED on June 23, 2020, by the Harker Heights City Council.

Spencer H. Smith, Mayor, City of Harker Heights

ATTEST:

Juliette Helsham City Secretary, City of Harker Heights

[Print This Page](#)

Agency Name: Harker Heights, City of
Grant/App: 4162601 **Start Date:** 3/1/2020 **End Date:** 2/28/2021

Project Title: Harker Heights Coronavirus Supplemental Funding
Status: Pending OOG Review

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17414028385004

Application Eligibility Certify:

Created on: 5/20/2020 3:27:11 PM By: Ayesha Lealiiee

Profile Information

Applicant Agency Name: Harker Heights, City of
Project Title: Harker Heights Coronavirus Supplemental Funding
Division or Unit to Administer the Project: Finance Department
Address Line 1: 305 Miller's Crossing
Address Line 2:
City/State/Zip: Harker Heights Texas 76548-7208
Start Date: 3/1/2020
End Date: 2/28/2021

Regional Council of Governments(COG) within the Project's Impact Area: Central Texas Council of Governments

Headquarter County: Bell

Counties within Project's Impact Area: Bell

Grant Officials:**Authorized Official**

Name: David Mitchell
Email: dmitchell@ci.harker-heights.tx.us
Address 1: 305 Millers Crossing
Address 1:
City: Harker Heights, Texas 76548
Phone: 254-953-5611 Other Phone: [REDACTED]
Fax: 254-953-5612
Title: Mr.
Salutation: Mr.
Position: City Manager

Financial Official

Name: Ayesha Lealiiee
Email: alealiiee@harkerheights.gov
Address 1: 305 Miller's Crossing
Address 1:
City: Harker Heights, Texas 76548
Phone: 254-953-5631 Other Phone: 254-953-5631
Fax: 254-953-5629
Title: Ms.
Salutation: Ms.
Position: Assistant Finance Director

Project Director

Name: Phillip Gadd
Email: pgadd@ci.harker-heights.tx.us
Address 1: 402 Indian Trail

Address 1:**City:** Harker Heights, Texas 76548**Phone:** 254-953-5422 Other Phone: [REDACTED]**Fax:** 254-953-5488**Title:** Mr.**Salutation:** Chief**Position:** Chief of Police**Grant Writer****Name:** Owen Bullard**Email:** obullard@ci.harker-heights.tx.us**Address 1:** 402 Indian Tr**Address 1:****City:** Harker Heights, Texas 76548**Phone:** 254-953-5443 Other Phone: 254-953-5400**Fax:** 254-953-5414**Title:** Mr.**Salutation:** Sergeant**Position:** Training**Grant Vendor Information****Organization Type:** Unit of Local Government (City, Town, or Village)**Organization Option:** applying to provide services to all others**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI)****Number or Vendor ID):** 17414028385004**Data Universal Numbering System (DUNS):** 048721138**Narrative Information****Introduction**

The purpose of this funding is to support projects that seek to prevent, prepare for, and respond to the coronavirus.

Please read the funding announcement for program rules and application guides, available on the [eGrants Calendar](#) page. Additionally, you should review the *Guide to Grants* available on the [PSO Resource for Applicants and Grantees webpage](#) for information and guidance related to the management and use of grant funds.

Use the space provided below to describe your project. For help with your narrative, see PSO's Developing a Good Project Narrative [Guide](#).

Note: Do not upload attachments with further information unless specifically instructed to do so.

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days. Click [here](#) for additional information from DPS on this new reporting requirement.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

Conversion to National Incident-Based Reporting System (NIBRS)

The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS). Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to this federal deadline, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Public Safety Office.

Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) for Texas.

Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the CEO/Law Enforcement Certifications and Assurances Form certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Mr. David Mitchell

Enter the Address for the Civil Rights Liaison:

305 Millers Crossing Harker Heights, Texas 76548

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(254) 953-5600

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

☒ **I certify to all of the application content & requirements.**

Project Abstract :

The Harker Heights Police Department is requesting funding for COVID-19 mitigation related equipment. We believe this equipment will help prevent, prepare, and respond to the coronavirus. This will ensure officer safety from many viruses.

Problem Statement :

Coronavirus (COVID-19) is a virus which is primarily spread from person to person. One of the current preventions is to stay at least 6 feet from another person. This is not possible with the job the Harker Heights Police Department is called upon to do. We must get within 6 feet of individuals when we are taking enforcement actions. We must enter residences and buildings in which an infected person may reside to conduct preliminary and supplemental investigations. The Harker Heights Police Department has to allow people to enter the Police Department building to conduct business which may be contagious with the Coronavirus or other virus. This would include suspect interviews and record requests. At the current time we do not have the capabilities to check a person's temperature or to quickly and efficiently sanitize large areas or the Police Department building.

Supporting Data :

Texas Health and Human Services show there have been 411 cases of positive COVID-19 cases in Bell County since March 24, 2020. The Harker Heights Police Department has taken measures to protect its officers such as requiring a mask when contacting the citizens of the city. During the time period from March 1, 2020 through

June 1, 2020 the Harker Heights Police Department responded to over 10,000 calls for service. Each of these interactions put the department's officers and telecommunicators at risk.

Project Approach & Activities:

The Harker Heights Police Department will use the requested equipment to quickly sanitize the department vehicles, holding facility, and offices. The purchase of thermometers will allow the department to monitor employees and people in the holding facility for high temperatures which may indicate some type of illness. The Aero Clave RDS 3110 and the Victory Handheld Sprayer will allow the department to quickly sanitize offices, holding facility, and common areas of the Police Department. The Cruiser UV, UV Spotlight Point and Shoot, Razor UV will allow the department to sanitize the officer's clothing and the department vehicles rapidly so they can be put back in service after an exposure.

Capacity & Capabilities:

The Harker Heights Police Department is currently using bleach wipes and aerosol spray cans to attempt to sanitize the offices and common areas. The vehicle seats can be wiped down with the bleach wipes and aerosol however the rest of the vehicle is not able to be sanitized. The requested equipment will speed up the sanitation process. The requested equipment is very user friendly and the chemical used come in premixed containers. The others use UV light to kill germs and viruses.

Performance Management :

The Harker Heights Police Department will measure success as having minimum viral exposures and none which can be attributed to the department building or equipment. The department personnel will maintain a log of when vehicles and offices are sanitized with the requested equipment. This log will also include if they had contact with a possible COVID-19 positive person.

Target Group :

The target group for this funding is the officers and telecommunicators of the Harker Heights Police Department. The secondary target group will be the citizens who the department officers come in contact with. In the time period from March 1, 2020 and June 1, 2020 there was over 10,000 calls for service. There are approximately 31,800 citizens in the city of Harker Heights who the officers have a potential of making contact.

Evidence-Based Practices:

The Coronavirus is a new virus so there is not much information on the control of the virus; however the equipment requested currently meets the suggested cleaning methods to contain the virus. The ability to sanitize the vehicle and offices quickly will greatly decrease the chance of the virus spreading in the Harker Heights Police Department.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Coronavirus Emergency Supplemental Funding (CESF) Program	100.00	The sanitization of the Harker Heights Police Department buildings, Vehicles, and officer clothing.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
-------------------	--------------	--------------------------

Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of hours of jailer/correctional staff overtime supporting the COVID-19 response.	0
Number of hours of other essential staff overtime supporting the COVID-19 response.	0
Number of hours of peace officer overtime supporting the COVID-19 response.	0
Number of individuals equipped with Personnel Protective Equipment (PPE) supporting the COVID-19 response.	60
Number of individuals tested for COVID-19.	0
Number of individuals treated for COVID-19.	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
-----------------------	--------------

Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
------------------------	--------------

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

☐ Yes

☒ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

☐ Yes

☐ No

☒ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

☐ Yes

☐ No

☒ N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2020

Enter the End Date [mm/dd/yyyy]:

9/30/2020

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

1184174

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

11470

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

☒ Yes☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

9/30/2019

Equal Employment Opportunity Plan**Compliance**

Review the information below to determine which section of the federal EEOP Certification Form applies to your organization. The EEOP certification information must be submitted to the Office of Civil Rights, Office of Justice Programs through their on-line EEOP Reporting Tool. For more information and guidance on how to complete and submit the federal EEOP certification information, please visit the US Department of Justice, Office of Justice Programs website at <https://ojp.gov/about/ocr/eeop.htm>.

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42, subpart E;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must complete **Section A** of the EEOP Certification Form and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OOG, OOG's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services;
- the applicant must complete **Section B** of the EEOP Certification Form and send it to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must complete **Section C** of the EEOP Certification Form and send it to the Office for Civil Rights (OCR).

Certification

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☒ Type I Entity
☐ Type II Entity
☐ Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification**Certification of Recipient Highly Compensated Officers**

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Select the appropriate response:

☐ Yes

☒ No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Select the appropriate response:

☐ Yes

☒ No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Fiscal Capability Information**Section 1: Organizational Information**

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

- ☐ Yes
☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- ☐ Yes
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes

☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes

☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes

☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes

☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Laboratory Equipment and Accessories	Aero Clave RDS 3110, Quantity is 1, purchase price is \$15,000.00. This equipment is used to sanitize large offices, hallways and holding facilities for Covid-19 virus.	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	1
Supplies and	Project	Victory Handheld	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0

Direct Operating Expenses	Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Sprayer w/ chemicals, quantity is 1 for \$900.00. Used to clean/ sanitize smaller offices and vehicles.						
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	UV Spotlight Point and Shoot, Quantity is 5 (\$395.00) for \$1,975.00. Equipment is used to clean computer keyboards, car interior controls and other smaller items.	\$1,975.00	\$0.00	\$0.00	\$0.00	\$1,975.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Cruiser UV, Quantity 3 (\$395.00) for \$1,185.00. Equipment used to sanitize complete interior of vehicles and other mobile police units.	\$1,185.00	\$0.00	\$0.00	\$0.00	\$1,185.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Razor UV, Quantity is 2 (\$495.00) for \$990.00. Portable unit used to sanitize work products, phones, computers, keys, UV equipment and other items.	\$990.00	\$0.00	\$0.00	\$0.00	\$990.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	No Touch Pro-Therms Thermometers, Quantity is 6 (\$69.00) for \$414.00. Equipment is used to monitor health of employees.	\$414.00	\$0.00	\$0.00	\$0.00	\$414.00	0

Source of Match Information**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
-------------	------------	--------

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00
Supplies and Direct Operating Expenses	\$5,464.00	\$0.00	\$0.00	\$0.00	\$5,464.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$20,964.00	\$0.00	\$0.00	\$0.00	\$20,964.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
<p>Resolution: Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a resolution electronically using the 'Upload' function in the eGrants system. The <u>resolution</u> must contain the following:</p> <ul style="list-style-type: none"> • Authorization by your governing body for the submission of the application to OOG that clearly identifies the name of the project for which funding is requested; • A commitment to provide all applicable matching funds; 	6/9/2020 11:47:33 AM		Yes	No

<ul style="list-style-type: none"> • A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update OOG should the official change during the grant period.); and • A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to OOG. 				
<p>Compliance with State and Federal Laws, Programs and Procedures: Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible grantees/applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code. Each local unit of government and institution of higher education that operates a law enforcement agency must download, complete and then upload the <u>CEO/Law Enforcement Certifications and Assurances Form</u> certifying compliance with federal and state immigration enforcement requirements.</p>	6/9/2020 11:47:52 AM	6/9/2020	Yes	No

You are logged in as **User Name:** PhilGadd

Agency Name: Harker Heights, City of Grant/App: 4162601 Start Date: 3/1/2020
 Project Title: Harker Heights Coronavirus Supplemental Funding Status: Pending ODS Review [FUND HOLD] End Date: 2/28/2021 Fund Source: CV-Coronavirus Emergency Supplemental Funding Program
 Current Grant Manager: Edelmira De Amaral Current Program Manager: Andrew Friedrichs Liquidation Date:
 Current Budget: \$20,964.00 Current Award: \$0.00 CFDA: 16.03- OOG Solicitation: Coronavirus Emergency Supplemental Funding (CESF) Program Announcement-amended to include FAQs

Eligibility Profile Narrative Activities Measures Budget Documents Conditions of Funding Summary Upload Files My Mail My Home
 Details Source of Match Budget Summary

Printer Friendly

General Information and Instructions

[View Introduction](#)[View Instructions](#)

Select and Enter Budget Line Item Details

	Budget Category	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
	Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Contractual and Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Travel and Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E	Equipment	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	
E	OOG-Defined Line Item Laboratory Equipment and Accessories	OOG Funds \$15,500.00	Cash Match \$0.00	In Kind Match \$0.00	GPI \$0.00	Total Project \$15,500.00	
	Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
	Aero Clave RDS 3110, Quantity is 1, purchase price is \$15,000.00. This equipment is used to sanitize large offices, hallways and holding facilities for Covid-19 virus.	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	1
E	Supplies and Direct Operating Expenses	\$5,464.00	\$0.00	\$0.00	\$0.00	\$5,464.00	
E	OOG-Defined Line Item Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	OOG Funds \$5,464.00	Cash Match \$0.00	In Kind Match \$0.00	GPI \$0.00	Total Project \$5,464.00	
	Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
	Victory Handheld Sprayer w/ chemicals, quantity is 1 for \$900.00. Used to clean/sanitize smaller offices and vehicles.	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0
	UV Spotlight Point and Shoot, Quantity is 5 (\$395.00) for \$1,975.00. Equipment is used to clean computer keyboards, car interior controls and other smaller items.	\$1,975.00	\$0.00	\$0.00	\$0.00	\$1,975.00	0
	Cruiser UV, Quantity 3 (\$395.00) for \$1,185.00. Equipment used to sanitize complete interior of vehicles and other mobile police units.	\$1,185.00	\$0.00	\$0.00	\$0.00	\$1,185.00	0
	Razor UV, Quantity is 2 (\$495.00) for \$990.00. Portable unit used to sanitize work products, phones, computers, keys, UV equipment and other items.	\$990.00	\$0.00	\$0.00	\$0.00	\$990.00	0
	No Touch Pro-Therm Thermometers, Quantity is 6 (\$69.00) for \$414.00. Equipment is used to monitor health of employees.	\$414.00	\$0.00	\$0.00	\$0.00	\$414.00	0
	Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Budget Summary Totals

OOG Funds:	Cash Match:	In Kind Match:	GPI:	Total Project:
\$20,964.00	\$0.00	\$0.00	\$0.00	\$20,964.00

Export Your Budget Detail Item(s)

[Export To Excel](#)**Notes by Grantee to OOG:**

Note from Grantee to OOG

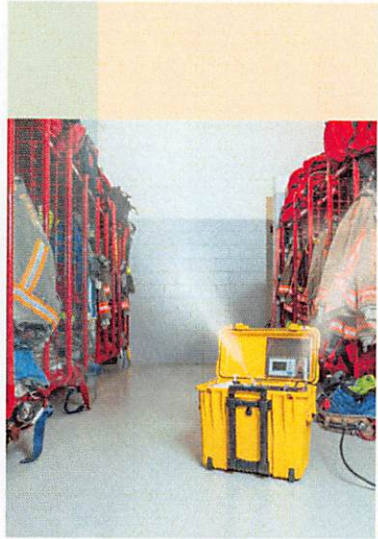
**Enter on: 6/9/2020 11:39:58 AM By: Madeline De Amara**

Revision needed: Equipment > Laboratory Equipment and Accessories > For each item listed, please add a unit cost, quantity and a brief description of what it will be used for. If a unit cost is under \$5,000, please move the item under the Supplies and Direct Operating Expenses Category.

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Coronavirus
Emergency Supplemental
Grant Request

\$20,964.00



1 -Aero Clave RDS 3110
\$15,500



Can be used as a
hand sprayer,
an area fogger
or DECON

1 - VICTORY Handheld Sprayer

\$900.00

1) VP200ES Professional Cordless Electrostatic Handheld Sprayer

(1) VP20A Professional 16.8V 3400mAh Lithium Battery

(1) VP10 Professional 16.8V Battery Charger

(1) VP49 Nozzle Wrench

(1) VP50 3-in-1 Nozzle (40/80/110 Microns)

(1) Heavy Duty Water Resistant Carry Case OR Soft-Sided Bag if shipped 6/22 or later

(1) VP30 Handheld 33.8oz Tank with Cap



5 - UV Spotlight Point and Shoot \$1,975.00



3 - CRUISER-UV \$1,185.00

17" tall **Cruiser-UV** Sanitizer.

Place it on the hump on the back seat floor, close the door and turn it on with the remote control.
120V/12DC. In 5 min. you are done! Comes with carry case, 12V converter, short stand



2 - Razor-UV \$990.00

Powerful, portable, cordless, rechargeable handheld sanitizers and will sanitize 500 "spots" on a single charge. Very portable, sturdy and comes with a protective carrying case. Come with a digital "Pacing Unit".



6 - TOUCH FREE INFRARED FOREHEAD THERMOMETER

\$414.00

- Instant & Accurate
- Fever Warning
- Non-contact IR Technology
- Medical Grade Precision

