

**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING,
PUBLIC HEARING, AND WORKSHOP
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
APRIL 6, 2021**

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Tankersley
Councilmember	Charles Beasley
Councilmember	Patrick Farr
Councilmember	Charles Tucker
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Bryn Meredith
City Engineer	Andrew Simonsen, P.E.
City Manager	Gabe Reaume
Asst. City Manager	Dolph Johnson
Finance Director	Kim Quin
City Secretary	Janice England
Police Chief	Lee Howell
Asst. Police Chief	Russell Ragsdale
Fire Chief	Doug Spears
Emergency Mgmt. Coordinator	Joseph Laster
Director of Public Works	Rick Trice, P.E.
Asst. Director of Public Works	Randy Newsom
Dir. of Comm. & Eco. Dev.	Keith Rinehart
Human Resources Director	Melanie McManus
Library Director	Ellen Ritchie
Police Corporal	Tami Denison
School Resource Officer	Chad Anderson
Administrative Intern	Abdoulie Jarju

Absent from the meeting:

None

Visitors at the meeting:

Brack St. Clair
Kelly Stewart

(1) Call to Order

Mayor Flippo called the meeting to order at 6:00 p.m. with a quorum present.

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

Councilmember Farr gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, March 16, 2021

b. Action regarding Minutes, March 30, 2021

c. Action regarding Joint Election Agreement and Contract with Tarrant County for Election Services for May 1, 2021 General Election and Bond Election

Summary: The proposed agreement and contract with Tarrant County is for their election services for the May 1, 2021 General Election and Bond Election. As in prior years, Tarrant County Election Administration will provide the services, personnel, and equipment for early voting as well as voting on Election Day. Early voting will be held at multiple Vote Centers throughout Tarrant County from April 19th through April 27th. The local Vote Center will be the Eagle Mountain-Saginaw ISD Administration Building 6-Training Room (1200 Old Decatur Rd.) Voting on Election will also be held at multiple Vote Centers. The local Vote Centers will be the John Ed Keeter Public Library (355 West McLeroy Blvd.) and the Eagle Mountain-Saginaw ISD Administration Building 6-Training Room (1200 Old Decatur Rd.). A list of all Vote Centers for early voting and Election Day voting is included in the contract. The contract includes election services for a runoff election on June 5, 2021 if needed. The total financial impact is estimated to be \$5,773.27 including a deposit of \$4,330.00. A total of \$10,000 is included in the General Administrative Budget (Account 01-5000-02, Election Expenses) for election expenses. The actual costs could be higher if a runoff election is necessary.

d. Action regarding Building Improvement Grant Agreement with Star Dobe, Inc. (Kwik Kar of Saginaw) for the property at 1216 S. Blue Mound Road

Summary: On Tuesday, March 16, 2021, the City Council heard information in Executive Session pertaining to the specifics of a Building Improvement Grant (BIG) Program application submitted during March by Kwik Kar of Saginaw regarding their property located at 1216 S. Blue Mound Rd. The City Council determined in that session to award an amount not-to-exceed \$5,000 in reimbursable and matching dollars for the anticipated improvements as proposed on their application. The proposed agreement is the realization of that intention. Funds for this expenditure are available in Account 01-6142-13, Building Improvement Grants.

e. Action regarding Award of Contract for 2021 Mowing Contract

Summary: The City biennially awards a mowing contract to provide maintenance services for City parks and right-of-ways. On March 2, 2021 the City received two bids for the 2021 Annual Mowing Contract. Yellowstone Landscaping submitted the lowest responsive bid in the amount of \$7,118.12 for Cycle A and \$638.06 for Cycle B. The contract requires two levels of mowing frequency depending on location. Cycle A is a higher level of maintenance for an estimated 32 mowing cycles from March until the end of October. Cycle B is estimated at 16 mowing cycles from March until the end of October. Payment is made based on mowing cycles completed which may increase or decrease the total annual cost. The projected total cost for both cycles is \$237,988.80. Funds in the amount of \$98,000 are budgeted in the Public Services Budget, Account 01-5245-06 Contract Services-Mowing, and funds in the amount of \$106,500 are budgeted in the Parks Budget, Account 01-5245-07 Contract Services-Mowing. Total budgeted funds are \$204,500. If necessary, a fiscal year end budget adjustment will be made.

f. Action regarding Developer Agreement with Fuel City Saginaw, LLC for a Subsurface Utility Engineering (SUE) Contract for Industrial Avenue and Authorization of an Agreement with CobbFendley to provide SUE Services

Summary: Fuel City Saginaw, LLC has led an effort to secure authorization for a Texas Department of Transportation (TxDOT) Project to improve the intersection of Blue Mound Road and Industrial Avenue. The project was funded through the North Central Texas Council of Governments COVID-19 Infrastructure Project. The City of Saginaw is taking the lead as the Local Sponsor although Fuel City, City of Fort Worth and potentially City of Blue Mound will be participants requiring one or more Interlocal Agreements for the phase of work. The proposed Developer Agreement with Fuel City will begin the design process to identify

utility locations and conflicts within the footprint of the project. The City agrees that Saginaw is responsible for fifty percent (50%) of the cost of the SUE and the City of Fort Worth and Blue Mound would be responsible for the remaining fifty percent (50%). Fuel City has agreed to fund Fort Worth and Blue Mound's share. The agreement provides that if the City of Blue Mound and Fort Worth make contributions toward the cost of the SUE they would be reimbursable to Fuel City. A scope and cost proposal for the SUE was received from CobbFendley in the total amount of \$20,600. Saginaw and Fuel City would share the cost at \$10,300 each. Funds are available in the amount of \$10,300 from Fuel City Saginaw, LLC pursuant to approval of the Developer Agreement and \$10,300 from the 2020 Certificates of Obligation, Account 06-1508-20.

g. Action regarding Approval of Purchase of a Vehicle to replace the Fire Department Vehicle involved in an accident in 2019 which resulted in a total loss of the vehicle

Summary: A vehicle accident in August 2019 resulted in the total loss of the Fire Department's Ford F-250 Truck. Due to the economic uncertainty from the pandemic, replacement of the vehicle was postponed. The insurance settlement from the loss of the vehicle was just over \$9,000. The vehicle was recently sold at auction netting just over \$5,000. The Fire Department is requesting approval to replace the vehicle with a Chevrolet Tahoe with a public safety package fully equipped and outfitted at a cost not to exceed \$60,000. Total base cost of the vehicle is approximately \$37,500 and will be purchased utilizing a cooperative purchasing agreement. The insurance settlement of \$9,000 and the sale of the vehicle for \$5,000 reduces the total requested amount to \$46,000.

h. Action regarding Approval of Temporary Access Agreement—Residential Fence Replacement with Property Owners at 609 Fossil Wood Drive, 613 Fossil Wood Drive, 617 Fossil Wood Drive, and 621 Fossil Wood Drive

Summary: Construction of the new fire station requires an eight-foot screening fence separating commercial property from residential property to comply with City Ordinances. A total of four residential properties are impacted. They are 609 Fossil Wood Drive, 613 Fossil Wood Drive, 617 Fossil Wood Drive, and 621 Fossil Wood Drive. A six-foot fence is currently in place separating the properties. This fence will need to be removed and replaced with a new eight-foot fence. This work is included in the new fire station construction and has been included within the scope of work of Steele Freeman, Inc.

i. Action regarding Resolution No. 2021-12 supporting the Tarrant County 2021 Transportation Bond Program and Submittal of Saginaw Projects for Consideration

Summary: Tarrant County will be holding a bond election in November of 2021 for transportation projects. We have received a letter from Tarrant County calling for cities to submit projects for consideration should the bonds be approved. One of the requirements is a resolution from the City supporting the project submittals which are due April 16, 2021. Resolution No. 2021-12 addresses this requirement and includes each transportation project that is included in the City's May 2021 bond election.

j. Action regarding Award of Bid for the Demolition and Clearing of Structures located at 108 S. Belmont St. and Authorizing the Mayor to execute an agreement governing same

Summary: Staff recommends the award of a contract to Burleson Demolition in the amount of \$16,000 to demolish the structures located at 108 S. Belmont St. This includes clearing trees, brush, and debris so that the lot can be developed in the future. Five contractors were contacted regarding this work. Burleson Demolition provided the lowest bid. To encourage future redevelopment of the property, a lien will not be placed on the property. The owner is deceased and the property is currently in the probate process.

Items 4e and 4j were pulled from the Consent Agenda for separate action. Councilmember Farr explained that he will not participate in the discussion or action regarding Item 4j because he owns property in that area.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Tucker to approve all items on the Consent Agenda except Item 4e and Item 4j. Motion carried unanimously. 7-0-0-0

For: Mayor Flipppo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Farr, Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: None

The Council considered Item 4e, Action regarding Award of Contract for 2021 Mowing Contract. Director of Public Works Trice briefly explained the proposed contract, the mowing cycles, and costs.

Motion was made by Councilmember Farr with a second by Councilmember Bighorse to approve Item 4e as presented. Motion carried unanimously. 7-0-0-0

For: Mayor Flippo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Farr, Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: None

The Council considered Item 4j, Action regarding Award of Bid for the Demolition and Clearing of Structures located at 108 S. Belmont St. and Authorizing the Mayor to execute an agreement governing same.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to approve Item 4j as presented. Motion carried. 6-0-1-0

For: Mayor Flippo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Tucker, Bighorse, and Copeland

Against: None

Abstain: Councilmember Farr

Absent: None

(5) COVID Vaccination Update

Emergency Management Coordinator Laster updated the Council on the COVID-19 Vaccinations being administered at the Recreation Center.

(6) Public Hearing – Consideration and Action regarding Resolution No. 2021-11, FY2020-2021 Mid-Year Budget Revisions

Mayor Flippo declared the public hearing opened at 6:11 p.m. Finance Director Quin briefly explained the proposed FY2020-2021 Mid-Year Budget Revisions. Mayor Flippo called for any public input. There was none. Mayor Flippo declared the public hearing closed at 6:13 p.m.

Motion was made by Councilmember Farr with a second by Councilmember Beasley to approve Resolution No. 2021-11, FY2020-2021 Mid-Year Budget Revisions as presented. Motion carried unanimously. 7-0-0-0

For: Mayor Flippo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Farr, Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: None

(7) Update on Building Improvement Grant Program

Director of Community and Economic Development Rinehart gave an update on the Building Improvement Grant Program and the grants awarded during the past year.

(8) Consideration and Action regarding Approval of Sister Cities Memorandum of Understanding between Saginaw, Texas, United States of America and Banjul, The Republic of Gambia

Administrative Intern Abdoulie Jarju briefly explained the proposed Sister Cities Memo of Understanding.

Motion was made by Councilmember Beasley with a second by Councilmember Bighorse to approve the Sister Cities Memorandum of Understanding between Saginaw, Texas, United States of America, and Banjul, The Republic of Gambia. Motion carried unanimously. 7-0-0-0

For: Mayor Flipppo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Farr, Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: None

(9) Recess into Workshop

Mayor Flipppo declared the meeting recessed into Workshop at 6:39 p.m.

(10) Budget Workshop--Compensation

The existing employee compensation plan, the need for future market based adjustments, and future staff needs were discussed. Police Chief Howell, Fire Chief Spears, and Director of Public Works Trice addressed the Council regarding their respective departments.

(11) Reconvene Back into Regular Session

Mayor Flipppo declared the meeting back in regular session at 7:24 p.m.

(12) Executive Session

1. § 551.071. Texas Government Code. Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

a. Any Posted Item

1. § 551.087. Texas Government Code. Deliberation regarding Economic Development Negotiations. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described above, including:

a. Western Center Incentive Options

Mayor Flippo declared the meeting recessed into Executive Session at 7:24 p.m.

Mayor Flippo declared the meeting back in Regular Session at 8:00 p.m.

(13) Adjournment

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to adjourn the meeting. Motion carried unanimously. 7-0-0-0

For: Mayor Flippo, Mayor Pro-Tem Tankersley,
Councilmembers Beasley, Farr, Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: None

Mayor Flippo declared the City Council Meeting of April 6, 2021 adjourned at 8:00 p.m.

ATTEST:

APPROVED:

City Secretary Janice England

Mayor Todd Flippo