

**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
JANUARY 5, 2021**

Present at the meeting:

Mayor	Todd Flippo
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 Project Manager	Abra Nusser
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
Director of Public Works	Rick Trice, P.E.
Dir. of Community & Eco. Dev.	Keith Rinehart
Director of Human Resources	Melanie McManus
Police Lieutenant	Jose Murillo

Absent from the meeting:

Mayor Pro-Tem	Valerie Junkersfeld
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Visitors at the meeting:

Elsa Spencer	Shaun Spencer
Nathanial Spencer	Michael Orr
Steven Schrock	Kelly Stewart
Chelce Kidwell	

(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

Mayor Flippo stated that Mayor Pro-Tem Junkersfeld will not be present at the meeting.

(2) Invocation

Pastor Michael Orr of the Saginaw Church of Christ gave the invocation.

Mayor Flippo requested a moment of silence in memory of Mr. Tommy Peacock who passed away recently. Mr. Peacock was the City's Senior Manager of Inspection Services. He had thirty-two (32) years of service with the City.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, December 1, 2020

b. Action regarding Agreement to Provide Professional Services between the City of Saginaw and Randy Edwards

Summary: The proposed Agreement to Provide Professional Services is with Randy Edwards (recently retired from the City's Water Department). Per the agreement, Mr. Edwards will conduct on-site inspections of active Capital, development and maintenance projects including streets, storm drainage, sanitary sewerage and water facilities and other public works projects as directed by the Public Works Director or designee. The agreement may be terminated at any time by either party by providing thirty days written notice. The financial impact will be the monthly fee of \$5,500.

c. Action regarding Purchase of One 2020 Chevrolet 2500 Pickup Truck for the Public Services Department and One 2021 Chevrolet 1500 Pickup Truck for the Water and Wastewater Department

Summary: The fiscal year 2020-2021 Public Services Department budget included funds in the amount of \$29,000 for the purchase of a new service truck (Public Services Department, Account 01-7000-06-00). The Water and Wastewater Department budget included funds in the amount of \$37,000 for the purchase of a new service truck (Water and Wastewater Department, Account 05-7000-50-00). The recommended purchases are a 2020 Chevrolet 2500 pickup truck for Public Services and a 2021 Chevrolet 1500 pickup truck for Water and Wastewater. The trucks were competitively bid. James Woods Motors, Inc. submitted the lowest bid for both vehicles. The bid for the Public Services Department vehicle is \$30,127 which is \$1,127 over the budgeted amount of \$29,000. Staff is recommended that we trade in Unit #403 that is scheduled for auction for a \$3,000 allowance toward the purchase. The trade-in value is comparable to what we would expect to receive at auction. The net purchase price would drop to \$27,127 which is \$1,873 under the budgeted amount. The bid for the Water and Wastewater vehicle is \$37,846 which is \$846 over the budgeted amount of \$37,000. Staff is recommending the overage come from the Fund Balance.

d. Action regarding a Recommendation from the Recreation and Parks Advisory Board for Funding a New Parking Lot for Willow Creek Station

Summary: On November 17, 2020, the City Council authorized an Interlocal Agreement with Tarrant County for the reconstruction of a new parking lot north of Willow Creek Station Park. The improvement of this parking lot will serve to alleviate inadequate parking capacity and reduce overflow parking occurring in adjacent neighborhoods and on Knowles Drive. The parking lot will be approximately 210'x110' and will provide approximately 78 parking spots. On December 7, 2020, the Recreation and Parks Advisory Board voted unanimously to recommend to the City Council that funding for the parking lot in the amount of \$28,577 come from the Parks Donation Account.

e. Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for a Risk and Resiliency Study and Emergency Response Plan

Summary: On October 23, 2018 America's Water Infrastructure Act (AWIA) was signed into law. AWIA Section 2013 requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address, and establishes deadlines by which water systems must certify to the Environmental Protection Agency (EPA) completion of the risk assessment and ERP. The City of Saginaw falls under the population served category of 3,301-49,999 requiring the Risk and Resiliency Assessment be certified by the EPA by June 30, 2021 and that the ERP be certified by December 31, 2021. KHA has submitted an IPO which utilizes the EPA's

templates, guidelines and assessment checklist to prepare the required responses. The IPO tasks are divided into two phases. Phase 1 is the Risk and Resiliency Assessment for a lump sum fee of \$27,500. Phase 2 is the Emergency Response Plan for a lump sum fee of \$27,500 for a total fee of \$55,000. Funds in the amount of \$60,000 are budgeted in the Water and Wastewater Department, Capital Outlay/Special Request Account, 05-7000-50-00.

f. Action regarding a Recommendation from the Recreation and Parks Advisory Board for Funding LED Light Poles and Fixtures for Willow Creek Station

Summary: City Staff has received many inquiries about the lack of illumination at Willow Creek Station Park. Staff solicited and received a proposal from JEC Energy Solutions for LED light poles and fixtures. JEC Energy Solutions is a member of BuyBoard allowing the City to receive a direct proposal rather than competitively bidding for the installation. The proposal is for five (5) lights spaced around the perimeter of the playground at a cost of \$5,400 each for a total of \$27,000. The installation does not require electrical service and will be a cost effective solution over time. On December 7, 2020 the Recreation and Parks Advisory Board voted unanimously to recommend to the City Council that the proposal for lighting be approved and that funding come from the Parks Donation Account.

g. Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for the ADA Transition Plan Phase 3B

Summary: The fiscal year 2020-2021 budget includes funds for the ADA Transition Plan Phase 3B. The IPO submitted by KHA Includes an assessment of an additional approximately twenty-five (25) miles of sidewalk evaluations including associated curb ramps and pedestrian paths of travel through intersections and driveways. The total lump sum fee for the IPO is \$65,000. This Amount is budgeted in the Public Services Department, Capital Outlay/Special Request Account, 01-7000-06-00.

h. Action regarding Award of a Construction Contract for Saginaw Elementary Sidewalk Loop

Summary: On March 27, 2020 the City Council adopted Resolution No. 2020-06 seeking Community Development Block Grant (CDBG) funds for the 44th Year Community Development Block Grant Project (FY2020). The Resolution designated the recommended project to construct new sidewalks in the 215-500 blocks of Bluebonnet Street. On August 18, 2020, the City Council approved Ordinance No. 2020-15 authorizing Certificates of Obligation for \$20,500,000 in funds for capital expenditures including \$1,000,000 in Sidewalk and ADA improvements. On October 6, 2020 the City Council authorized an Individual Project Order with Kimley-Horn & Associates, Inc. (KHA) for design of a sidewalk completing a loop with the CDBG Project around Saginaw Elementary School along Opal Street and West Southern Avenue. The project was bid for construction and on December 9, 2020, a total of twelve (12) bids were received. The apparent low bidder, CI Pavement, was rejected due to error in bid calculations, and CI Pavement withdrew their bid. The next low bidder was Tex-Pro Construction, LLC. KHA has reviewed their bid and references, and determined them to be lowest responsive bidder. Staff recommends award of the contract for the Saginaw Elementary Sidewalk Loop along Opal Street and West Southern Avenue to Tex-Pro Construction in the amount of \$156,680. Funding for this contract will come from the \$1,000,000 allocated in the 2020 Certificates of Obligations for sidewalk improvements.

i. Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for Design of the Northwest Booster Pump Station

Summary: The northwest area of the City is subject to low water pressure. The lack of pressure can be exacerbated by construction of multi-storied housing or business structures. In order to correct this problem, construction of a booster pump station is recommended to bring pressures to an acceptable level. KHA has prepared an IPO for the design and construction phase services for the booster pump station. The pump will be located adjacent to the Park Center Elevated Storage Tank in William Houston Park. The cost for the IPO is \$62,500. Funds to cover this expenditure are available in the Water Impact Fees.

j. Action regarding Adoption of Resolution No. 2021-01, Recommending Award of Construction Contract to Tarrant County for 2020 Community Development Block Grant Sidewalk Project

Summary: The City made application to Tarrant County seeking Community Development Block Grant funds for the 46th Year Community Development Block Grant (CDBG) Project (FY2020). On March 17, 2020 the City Council adopted Resolution No. 2020-06 designating its 46th Year CDBG Project to be new sidewalk construction in the 215-500 blocks of Bluebonnet Street. The total estimated cost for the project is \$200,000. The requested CDBG funding was an estimated \$160,000. The City's share was \$40,000. On July 7, 2020 the City Council authorized an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for the project's design, bidding and construction services in the amount of \$40,000 meeting the City's share. Design was completed and on December 3, 2020 a total of five bids were received. Upon review of the bid, KHA determined that the apparent low bidder Greeniverse Construction made a calculation error and recommends that their bid be rejected. KHA reviewed the bid and references for the next lowest bidder, HQS Construction, LLC and determined that they are the lowest responsive bidder. Staff recommends adoption of Resolution No. 2021-01, recommending to Tarrant County that the 46th Year CDBG Sidewalk Construction Project be awarded to HOS Construction, LLC in the amount of \$146,660.

k. Action to renew and award the annual Janitorial Services Contract to Oriental Building Services
Summary: In 2016 City Staff advertised for bids for janitorial services. Oriental Building Services (OBS) was the low bidder and was awarded the contract. Since that time, OBS has provided janitorial services at all city facilities. OBS has always been responsive to any issues and corrected problems immediately. Since the original contract, three facilities have been added to the list to be cleaned. The current amount of the contract is \$76,574.40 annually (\$6,381.10 per month). OBS has requested an increase of 3.5% to the contract which, along with the additional facilities, increases the annual amount of the contract to \$81,164.52 (\$6,763.71 per month). Staff recommends awarding a new two (2) year janitorial services contract with three (3) additional one (1) year renewal options to Oriental Building Services to clean all municipal facilities.

Mayor Flippo explained that he received a request to discuss Item 4k separately.

Motion was made by Councilmember Farr with a second by Councilmember Beasley to approve Items 4a through 4j of the Consent Agenda as presented. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

Director of Community and Economic Development Rinehart briefly explained the proposed renewal of the Janitorial Services Contract with Oriental Building Services.

Motion was made by Councilmember Farr with a second by Councilmember Bighorse to approve Item 4k of the Consent Agenda as presented. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

(5) Recognition of Volunteer of the Year and Volunteer Family of the Year for Saginaw Animal Services

The Council agreed to postpone this item until those being recognized can be in attendance.

(6) Consideration and Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for Comprehensive Plan

Motion was made Councilmember Farr with a second by Councilmember Copeland to approve the Individual Project Order with Kimley-Horn & Associates, Inc. for a Comprehensive Plan as presented. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

- (7) Consideration and Action regarding a Recommendation from the Planning and Zoning Commission regarding Approval of a Final Plat for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Motion was made by Councilmember Farr with a second by Councilmember Bighorse to approve the Final Plat for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey as recommended by the Planning and Zoning Commission. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

- (8) Consideration and Action regarding a Recommendation from the Planning and Zoning Commission for Approval of a Site Plan for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Motion was made by Councilmember Farr with a second by Councilmember Tucker to approve the site plan as presented considering the comments made tonight regarding the detention pond. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

- (9) PUBLIC HEARING – Consideration and Action regarding an Ordinance amending the Water Impact Fees on new land development or redevelopment within the City Limits and updating the City's Land Use Assumptions and Capital Improvements Plan and amending the Master Fee Schedule (Ordinances Nos. 2021-01 and 2021-02)

Mayor Flippo declared the public hearing for this item opened at 6:47 p.m. Mayor Flippo called for public input. There was none. Mayor Flippo declared the public hearing closed at 6:53 p.m.

Motion was made by Councilmember Farr with a second by Councilmember Bighorse to approve Ordinance No. 2021-01 amending the Water Impact Fees on new land development or redevelopment within the city limits and updating the City's Land Use Assumptions and Capital Improvements Plan, and also approve Ordinance No. 2021-02 amending the Master Fee Schedule to reflect no collection of water impact fees on new land development or redevelopment. Motion carried unanimously. 6-0-0-1

For: Mayor Flipppo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

- (10) Consideration and Action regarding Authorization of a Local On-System Improvement Project Agreement between the City of Saginaw and the Texas Department of Transportation (TXDOT) and Adoption of Resolution No. 2021-2

Motion was made by Councilmember Farr with a second by Councilmember Tucker to approve the Local On-System Improvement Project Agreement between the City of Saginaw and the Texas Department of Transportation and adoption of Resolution No. 2021-02. Motion carried unanimously. 6-0-0-1

For: Mayor Flipppo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

- (11) Consideration and Action regarding Approval of the Second Amendment to Chapter 380 Agreement Economic Development Agreement with AM&JK Development, LLC (The Square)

Motion was made by Councilmember Farr with a second by Councilmember Copeland to approve the Second Amendment to the Chapter 380 Agreement Economic Development Agreement with AM&JK Development, LLC (The Square) Motion carried unanimously. 6-0-0-1

For: Mayor Flipppo, Councilmembers Beasley, Farr,
Tucker, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld

(12) Discussion regarding Salaries, Benefits, and a Salary Study Update

City Manager Reaume explained the last employee salary study was completed in 2016. He stated that the City has many good employees but over half will be eligible to retire within five (5) years. He explained that now is the time to consider another salary study and depending on the outcome, implement a plan that will benefit the employees and is also affordable for the City. Police Chief Howell, Fire Chief Spears, Director of Public Works Trice, Director of Community and Economic Development Rinehart, and Finance Director Quin addressed the Council briefly explaining the issues related to salaries and benefits in their respective departments.

(13) Discussion of Future Facility and Bond Project Planning

City Manager Reaume explained based on feedback from the City Council, staff recommends the following propositions for a May Bond Election.

Street Improvement Projects--\$36.3 million

New Library/Senior Center Complex--\$28 million

Parks Improvements--\$4 million

He also explained that the Attorney General is reviewing whether the Library and Senior Center can be combined into one proposition. There was a discussion regarding moving the Veteran's Memorial Park which is currently located on Saginaw Boulevard south of Fire Station 1, and funding for the potential move. The Council agreed to add a sufficient amount to the Parks Improvements proposition that will cover the relocation of the Veteran's Memorial Park.

(14) Presentation regarding 2020 Work Plan

City Manager Reaume gave a presentation on the 2020 Work Plan.

(15) 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 § 551.072. Texas Government Code. Deliberation regarding Real Property. The City Council may convene in executive session to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person, including the following matters:

a. Discussion regarding Property located at South End of Willow Creek Park

1 § 551.074. Texas Government Code. Personnel Matters. The City may convene in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public employee; or to hear a complaint or charge against an officer or employee, including deliberation regarding the following officers or employees:

a. Annual Evaluation—City Manager

Mayor Flippo declared the meeting recessed into Executive Session at 8:36 p.m.

(Councilmember Bighorse left the meeting during Executive Session.)

Mayor Flippo declared the meeting back in Regular Session at 10:31 p.m.

Motion was made by Councilmember Beasley with a second by Councilmember Tucker to approve the salary adjustment and benefits as discussed in Executive Session. Motion carried unanimously. 5-0-0-2

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld, and Councilmember Bighorse

(16) Adjournment

Motion was made by Councilmember Farr with a second by Councilmember Beasley to adjourn the meeting. Motion carried unanimously. 5-0-0-2

For: Mayor Flippo, Councilmembers Beasley, Farr,
Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Pro-Tem Junkersfeld, and Councilmember Bighorse

Mayor Flippo declared the City Council Meeting of January 5, 2021 adjourned at 10:32 p.m.

ATTEST:

APPROVED:

City Secretary Janice England

Mayor Todd Flippo