

City Council Agenda

SAGINAW CITY COUNCIL NOTICE OF MEETING AND PUBLIC HEARING

Meeting, Public Hearing, and/or Executive Session Agenda
6:00 PM - Tuesday, March 17, 2020
Saginaw City Hall Council Chambers
333 West McLeroy Blvd.

In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted at Saginaw City Hall, and distributed to the appropriate news media within the required time frame. All meetings of the Saginaw City Council are open to the public. Public participation and written comments are invited on all open session business items.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside to respond to a page or to conduct a phone conversation.

The City Hall is wheelchair accessible and special parking is available on the east side of the building. If special accommodations are required please contact the City Secretary a minimum of 72 hours in advance at 817-232-4640.

(1) Call to Order--Todd Flipppo, Mayor

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

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

(2) Invocation--Pastor Michael Orr, Saginaw Church of Christ

(3) Audience Participation--On the Video Screen

(4) Consent Agenda

- (a)** Action regarding Minutes, March 3, 2020--Janice England, City Secretary
- (b)** Action regarding Service Agreement with Diversified Processing & Consulting, Inc. to provide a system to allow telephone payment of utility accounts--Kim Quin, Finance Director
- (c)** Action regarding a Pipeline License Agreement with Burlington Northern Santa Fe (BNSF) Railroad for Saginaw Boulevard 16" Waterline Crossing Agreement--Rick Trice, P.E., Director of Public Works
- (d)** Action regarding Conflict Waiver to allow common legal counsel

representation with TOASE (Taylor, Olson, Adkins, Sralla & Elam) for creation and negotiation of an Interlocal Agreement between Saginaw and Lake Worth for the proposed jointly shared staff position of Emergency Management Coordinator--Doug Spears, Fire Chief

- (e) Action regarding Interlocal Agreement with Fort Worth for Fire Dispatch Services--Doug Spears, Fire Chief
 - (f) Action regarding Amendment Number 2 to an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. for McLeroy Boulevard Curb and Gutter Replacement--Rick Trice, P.E., Director of Public Works
- (5) Presentation of 2019 Economic Excellence Award from the Texas Economic Development Council--Gabe Reaume, City Manager
 - (6) PUBLIC HEARING - Consideration and Action regarding Resolution No. 2020-06, FY 2020 Community Development Block Grant (CDBG) Project, New Sidewalk Construction in 215-500 blocks of Bluebonnet Street (46th Year CDBG Project)--Rick Trice, P.E., Director of Public Works
 - (7) PUBLIC HEARING – Consideration and Action regarding a Recommendation from the Planning and Zoning Commission Regarding Amendment of the Zoning Ordinance (No. 2002-04) Amending the Regulations for “Parking Lot, Off Premises” (Ordinance No. 2020-06)--Rick Trice, P.E., Director of Public Works
 - (8) PUBLIC HEARING - Consideration and Action regarding a Recommendation from the Planning and Zoning Commission Regarding Amendment of the Zoning Ordinance (No. 2002-04) Amending the Regulations for “Auto Car Wash” (Ordinance No. 2020-07)--Rick Trice, P.E., Director of Public Works
 - (9) Consideration and Action regarding an Individual Project Order with Kimley-Horn and Associates, Inc. for Design of N. Old Decatur Road--Rick Trice, P.E., Director of Public Works
 - (10) Consideration and Action regarding Award of Contract for 2020 Annual Mowing Contract--Rick Trice, P.E., Director of Public Works
 - (11) Consideration and Action regarding Resolution No. 2020-10, adopting Financial Management Policies--Kim Quin, Finance Director

(12) Executive Session

551.071. Texas Government Code.

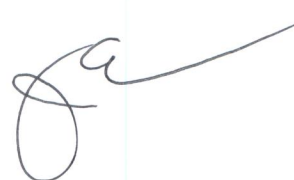
Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or

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

(13) Adjournment--Todd Flippo, Mayor

Posted: 3-12-2020
2:30 pm


Removed: 3-19-2020
8:23 am


**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
AND PUBLIC HEARING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
MARCH 17, 2020**

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
Asst. City Manager	Dolph Johnson
Finance Director	Kim Quin
City Secretary	Janice England
Director of Public Works	Rick Trice, P.E.
Fire Chief	Doug Spears
Police Officer	Alex Shelton

Absent from the meeting:

City Attorney	Bryn Meredith
City Engineer	Andrew Simonsen, P.E.
City Manager	Gabe Reaume
Police Chief	Lee Howell
Director of Comm. & Eco Dev.	Keith Rinehart
Library Director	Ellen Ritchie
Director of Human Resources	Melanie McManus

Visitors at the meeting:

Kelly Stewart	Amy M. King
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(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

In the absence of Pastor Michael Orr, Councilmember Tucker gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) a. Action regarding Minutes, March 3, 2020

b. Action regarding Service Agreement with Diversified Processing & Consulting, Inc. to provide a system to allow telephone payment of utility accounts

Summary: The utility billing staff receive customer requests on a daily basis for the ability to pay by telephone. After conducting an informal survey of neighboring cities, we discovered that telephone payment is a popular option. Diversified Processing & Consulting provides telephone payment service to other entities who use the same financial management software as the City of Saginaw. The estimated cost of implementation is \$4,500. The annual service fee is estimated to be \$2,580. Funding is available in the Enterprise Fund Budget.

c. Action regarding a Pipeline License Agreement with Burlington Northern Santa Fe (BNSF) Railroad for Saginaw Boulevard 16" Waterline Crossing Agreement

Summary: The Saginaw Boulevard 16" Waterline is identified in the 2019-20 Capital Improvement Program and includes a new Pipeline crossing of the BNSF Railroad. The proposed agreement requires a one-time license fee of \$3,700 and insurance. BNSF Provides an option to obtain the required insurance through the railroad for an additional cost of \$1,266. The total financial impact will be \$4,966. Funds in the amount of \$1,086,050 are budgeted in the Water and Wastewater Fund Capital Projects, Account 05-7022-55.

d. Action regarding Conflict Waiver to allow common legal counsel representation with TOASE (Taylor, Olson, Adkins, Sralla & Elam) for creation and negotiation of an Interlocal Agreement between Saginaw and Lake Worth for the proposed jointly shared staff position of Emergency Management Coordinator

Summary: TOASE provides legal counsel for both Saginaw and Lake Worth necessitating the need for a Conflict of Interest Waiver to be approved by both entities when entering into an Interlocal Agreement (ILA). Permitting TOASE to represent both entities poses minimal risk and counsel can be provided impartially for these negotiations. Staff and TOASE do not predict the relationship or discussions with Lake Worth regarding the Emergency Management Coordinator ILA to become contentious or unfriendly. Not approving the conflict waiver for the Emergency Management Coordinator ILA would require either Saginaw or Lake Worth to seek Counsel other than TOASE on this matter. The ILA for the Emergency Management will be presented for consideration at a future meeting.

e. Action regarding Interlocal Agreement with Fort Worth for Fire Dispatch Services

Summary: As approved in the current fiscal year budget, the City of Saginaw along with the City of Lake Worth will begin receiving fire dispatch services from the City of Fort Worth. An Interlocal Agreement (ILA) is the necessary "contract" between two municipalities to share or provide services to one another. Consolidation of fire dispatch services with the City of Fort Worth results in a higher level of service for our citizens through a reduction in the number of times a 911 caller is transferred, and a reduction in delays of cellular callers that are frequently routed to Fort Worth as the initial answering point. Fort Worth enjoys a CAD to CAD interface with MedStar which expedites handling of medical calls. It furthers the relationship between our two fire departments, and bolsters evolution toward regional consolidation of emergency dispatch. Funds are included in the current fiscal year budget to cover the costs which include a \$60,000 in one-time costs for dispatch communications equipment, and \$30 per dispatched incident which will be invoiced quarterly with monthly incident totals provided for validation before payment.

f. Action regarding Amendment Number 2 to an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. for McLeroy Boulevard Curb and Gutter Replacement

Summary: On April 16, 2019 an IPO with Kimley-Horn and Associates, Inc. was approved for the McLeroy Boulevard Curb and Gutter Replacement Project. The IPO, as approved, was limited to preparation of construction documents only with bidding and construction phase services deferred to a later date pending project selection for the proposed 2020 Bond Program. On January 21, 2020, the City Council authorized Amendment Number 1 to the IPO which added construction phase services. The

Project was advertised for bids and comments were received from potential bidders regarding the need to provide proposed curb grades. The bid was cancelled to allow Staff to revise the bidding documents to include the proposed grades. Amendment Number 2 will allow Kimley-Horn and Associates to provide the following services: construction documents preparation (\$15,000); bidding (\$3,000); and survey (\$12,000). The total financial impact will be \$30,000. Funds are available in the Street Maintenance Fund to cover the costs of the amendment.

Councilmember Bighorse requested that Item 4f be pulled from the Consent Agenda for discussion.

Motion was made by Mayor Pro-Tem Tankersley with a second by Councilmember Farr to approve Items 4a, 4b, 4c, 4d, and 4e of the consent agenda 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

f. Action regarding Amendment Number 2 to an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. for McLeroy Boulevard Curb and Gutter Replacement

Director of Public Works Trice explained that the proposed amendment addresses grades for the curbs which were not included in the original design for the project. Councilmember Bighorse asked if there was a reason this was not included originally. Director of Public Works Trice stated that initially the consensus was that the curb grades were not necessary. After speaking with several potential contractors, it was decided that curb grades should be identified and added to the specifications to ensure uniform curb grades.

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Tankersley to approve Item 4f of the consent agenda 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

(5) Presentation of 2019 Economic Excellence Award from the Texas Economic Development Council

Mayor Flippo announced that the City is one of fifty-three (53) organizations to be awarded the 2019 Economic Excellence Award from the Texas Economic Development Council (TEDC). The TEDC Economic Excellence Program provides recognition to professional economic development by administration staff, elected and appointed officials, and exemplary professional standards demonstrated by the Economic Development Staff.

- (6) PUBLIC HEARING – Consideration and Action regarding Resolution No. 2020-06, FY2020 Community Development Block Grant (CDBG) Project, New Sidewalk Construction in 215-500 blocks of Bluebonnet Street (46th Year CDBG Project)

Mayor Flippo declared the public hearing for this item opened at 6:11 p.m. Mayor Flippo called for any public comment. Ms. Kelly Stewart addressed the Council. She expressed her support of the proposed project. She added that the sidewalks are needed. Mayor Flippo called for any additional input. There was none. Mayor Flippo declared the public hearing closed at 6:12 p.m.

Motion was made by Mayor Pro-Tem Tankersley with a second by Councilmember Beasley to approve Resolution No. 2020-06, FY2020 Community Development Block Grant (CDBG) Project, New Sidewalk Construction in the 215-500 blocks of Bluebonnet Street (46th Year CDBG Project). 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) PUBLIC HEARING – Consideration and Action regarding a Recommendation from the Planning and Zoning Commission regarding Amendment of the Zoning Ordinance (No. 2002-04) Amending the Regulations for “Parking Lot, Off Premises” (Ordinance No. 2020-06)

Mayor Flippo declared the public hearing for this item opened at 6:12 p.m. Mayor Flippo called for any public input. There was none. Mayor Flippo declared the public hearing closed at 6:14 p.m.

Motion was made by Councilmember Copeland with a second by Councilmember Beasley to approve Ordinance No. 2020-06, approving the recommendation from the Planning and Zoning Commission regarding amendment of the Zoning Ordinance (No. 2002-04) amending the regulations for “Parking Lot, Off Premises” 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

- (8) PUBLIC HEARING – Consideration and Action regarding a Recommendation from the Planning and Zoning Commission regarding Amendment of the Zoning Ordinance (No. 2002-04) Amending the Regulations for “Auto Car Wash” (Ordinance No. 2020-07)

Mayor Flippo declared the public hearing for this item opened at 6:16 p.m. Mayor Flippo called for any public input. There was none. Mayor Flippo declared the public hearing closed at 6:18 p.m.

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Tankersley to approve Ordinance No. 2020-07, approving the recommendation from the Planning and Zoning Commission regarding amendment of the Zoning Ordinance (No. 2002-04) amending the regulations for “Auto Car Wash” 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

- (9) Consideration and Action regarding an Individual Project Order with Kimley-Horn and Associates, Inc. for Design of N. Old Decatur Road

Motion was made by Mayor Pro-Tem Tankersley with a second by Councilmember Bighorse to approve the Individual Project Order with Kimley-Horn and Associates, Inc. for design of North Old Decatur Road. 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

- (10) Consideration and Action regarding Award of Contract for 2020 Annual Mowing Contract

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Tankersley to award the bid for the 2020 annual mowing contract (finish mowing/grounds maintenance of city parks and rights-of-way) to Yellowstone Landscape in the amount of \$203,662.50. 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

(11) Consideration and Action regarding Resolution No. 2020-10, adopting Financial Management Policies

Motion was made by Councilmember Farr with a second by Councilmember Beasley to approve Resolution No. 2020-10, adopting Financial Management Policies as modified. 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

(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

(13) Adjournment

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Tankersley 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 March 17, 2020 adjourned at 6:44 p.m.

ATTEST:

City Secretary Janice England



APPROVED:

Mayor Todd Flippo