City Council Agenda

SAGINAW CITY COUNCIL
NOTICE OF MEETING

Meeting and/or Executive Session Agenda
6:00 PM - Tuesday, January 5, 2021
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 Flippo, 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--All items listed with lower case letters are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented, in which case the contested item will be heard separately.

(a) Action regarding Minutes, December 1, 2020--Janice England, City Secretary

(b) Action regarding Agreement to Provide Professional Services between the City of Saginaw and Randy Edwards--Gabe Reaume, City Manager

(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--Rick Trice, P.E., Director of Public Works

(d) Action regarding a Recommendation from the Recreation and Parks Advisory Board for Funding a New Parking Lot for Willow Creek Station--Rick Trice, P.E., Director of Public Works

(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--Rick Trice, P.E., Director of Public Works

(f) Action regarding a Recommendation from the Recreation and Parks Advisory Board for Funding LED Light Poles and Fixtures for Willow Creek Station--Rick Trice, P.E., Director of Public Works

(g) Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. for the ADA Transition Plan Phase 3B--Rick Trice, P.E., Director of Public Works

(h) Action regarding Award of a Construction Contract for Saginaw Elementary Sidewalk Loop--Rick Trice, P.E., Director of Public Works

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

(j) Action regarding Adoption of Resolution No. 2021-1 Recommending Award of Construction Contract to Tarrant County for 2020 Community Development Block Grant Sidewalk Project--Rick Trice, P.E., Director of Public Works

(k) Action to renew and award the annual Janitorial Services Contract to Oriental Building Services--Keith Rinehart, Director of Community & Economic Develoment

(5) Recognition of Volunteer of the Year and Volunteer Family of the Year for Saginaw Animal Services--Keith Rinehart, Director of Community & Economic Development

(6) Consideration and Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. (KHA) for Comprehensive Plan--Susy Victor, Management Analyst and Abra Nusser, Kimley-Horn Senior Project Manager

(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--Rick Trice, P.E., Director of Public Works

(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--Rick Trice, P.E., Director of Public Works

(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. 2021-1 and 2021-2)--Rick Trice, P.E., Director of Public Works

(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-- Rick Trice, P.E., Director of Public Works

(11) Consideration and Action regarding Approval of the Second Amendment to Chapter 380 Agreement Economic Development Agreement with AM&JK Development, LLC (The Square)--Rick Trice, P.E., Director of Public Works

(12) Discussion regarding Salaries, Benefits, and a Salary Study Update--Gabe Reaume, City Manager

(13) Discussion of Future Facility and Bond Project Planning--Gabe Reaume, City Manager

(14) Presentation regarding 2020 Work Plan--Gabe Reaume, City Manager

(15) Executive Session--The City Council may take action on any Executive Session item posted.

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

551.072 Texas Government Code.

Deliberations 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

551.074 Texas Government Code.

Personnel Matters The City Council may convene in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or 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

(16) Adjournment--Todd Flippo, Mayor

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(a)

Staff Contact: Janice England
City Secretary

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:
Action regarding Minutes, December 1, 2020

BACKGROUND/DISCUSSION:
The minutes of the December 1, 2020 City Council Meeting are being presented for consideration.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Description

Minutes, 12-1-2020

CITY OF SAGINAW
CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 W. MCLEROY BLVD.
DECEMBER 1, 2020

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Junkersfeld
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 Engineer	Dana Shumard, P.E.
City Engineer	Abra Nusser
City Manager	Gabe Reaume
Asst. City Manager	Dolph Johnson
Finance Director	Kim Quin
City Secretary	Janice England
Police Chief	Lee Howell
Director of Public Works	Rick Trice, P.E.
Dir. of Community & Eco. Dev.	Keith Rinehart
Chief Building Official	Larry Little
Code Enforcement Officer	Jeremy Roberson
Management Analyst	Kevin Pantoja
Police Officer	Chelce Kidwell

Absent from the meeting:

Fire Chief	Doug Spears
Director of Human Resources	Melanie McManus
Library Director	Ellen Ritchie

Visitors at the meeting:

Kelly Stewart	Jon Farrer
Trey Harper	Dale Reed
Dorothy Parks	Karen Fuller
Hannah Walker	Susan Bentley

(1) Call to Order

Mayor Flippo called the meeting to order at 6:02 p.m. with a quorum present.

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

Reverend John Farrer of the Saginaw United Methodist Church gave the invocation

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, November 17, 2020

b. Action regarding Interlocal Agreement with Fort Worth Transportation Authority ("Trinity Metro") for Tarrant County Transportation Services for the Elderly and Persons with Disabilities for The Period of October 1, 2020 through September 30, 2021 and Interlocal Agreement for Section 5310 Enhancement Program

Summary: The proposed Interlocal Agreement with the Fort Worth Transportation Authority ("Trinity Metro") for Tarrant County Transportation Services and the proposed Interlocal Agreement for Section 5310 Enhancement Program are for the period of October 1, 2020 through September 30, 2021. The proposed agreements are basically the same as the current agreements with no increase in cost to participants or the City. The City is allocated two days per week for transportation. The original agreement designates Monday and the enhancement agreement designates Wednesday. By participating in the program, qualifying residents of Saginaw are entitled to a one-way trip fare of $2.50. The annual cost for the City's participation is $1,795. There is no additional cost for the Enhancement Program because funding has been granted to Trinity Metro by the Federal Transit Administration under Section 5310 of Title 49 of the United States Code. The goal of the Section 5310 is to provide transportation for elderly and disabled persons residing in cities that do not have public transportation available to them. Funds for this expenditure are budgeted in the Community Services Budget, Senior Center Programs, Account 01-5235-08.

c. Action regarding Interlocal Agreement with Eagle Mountain-Saginaw Independent School District for the Purpose of Providing Police Services to the District for the Period of October 1, 2020 through September 30, 2021

Summary: The City and EMS-ISD have entered into an annual agreement since fiscal year 1999-2000 to provide police services to the District. The proposed agreement provides three School Resource Officers (SROs) and four Crossing Guards. The SROs provide assigned police presence at Saginaw High School, Highland Middle School, and Wayside Middle School. The agreement provides School Crossing Guard services for Bryson Elementary, Saginaw Elementary, High Country Elementary, and for the school crossing at the intersection of Basswood and High Country. EMS-ISD will reimburse the city for one-half (50%) of the annual salary and benefits of the three SROs and four Crossing Guards, plus 10% of the Police Sergeant position supervising these programs. Quarterly payments of $38,523.25 will be made for the SROs and Sergeant. A one-tine payment of $8,616.30 will be made for the School Crossing Guards. Total reimbursement will be $162,710. Changes to the agreement for fiscal year 2020-2021 include a list of specific duties of the SROs, and a clarification statement that SROs shall not be involved in the routine discipline of students, in accordance with SB 17017, 86th Legislature Session 2019-2020, amending the Texas Education Code Chapter 37. This agreement was approved by the EMS-ISD School Board at their meeting on November 16, 2020.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Tucker to approve the consent agenda as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(5) Recognition of Government Finance Officers Association Award of Certificate of Achievement for Excellence in Financial Reporting to the City of Saginaw and Finance Director Quin

City Manager Reaume explained that this is the 28th year that the City has received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The award is for the fiscal year ended September 30, 2019. Mayor Flippo presented the award to Finance Director Quin.

(6) Consideration and Action regarding a Management Agreement Renewal with Community Link Mission, Inc. for the Operation and Promotion of a Farmer's Market at the Saginaw SwitchYard

Motion was made by Councilmember Farr with a second by Councilmember Beasley to approve the contract with the addition of the "Rubric for Potential and Current Vendors" as an exhibit. Motion carried. 5-2-0-0

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

Against: Mayor Pro-Tem Junkersfeld and Councilmember Bighorse

Abstain: None

Absent: None

(7) Consideration and Action regarding a Request from Central Builders, Inc. to perform construction work outside the hours of 6:00 a.m. and 9:00 p.m. on weekdays to construct the Planet Fitness facility located at 608 S. Saginaw Blvd., pursuant to Section 30-132(16) of the City Code

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Junkersfeld to allow Central Builders, Inc. to work at 608 S. Saginaw Blvd. from 9:00 a.m. to 3:00 p.m. on Saturday, and no work be allowed on Sunday. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(8) Consideration and Action regarding a Development Agreement with Provident Realty Advisors, Inc., governing development criteria for property consisting of approximately 78.724 acres and described as a tract of land situated in the J. WALKER SURVEY, ABSTRACT NO. 1602 and the J.A. BRADFORD SURVEY, ABSTRACT NO. 183, City of Saginaw, Tarrant County, Texas (property) and providing for financial arrangements, in accordance with the procedures and requirements of Chapter 372, Texas Local Government Code, as amended, and the Development Agreement, to fund Public Improvement District (PID) Project Costs using (a) the proceeds of PID Bonds; (b) installment payments from Assessments within the Property, provided that such use of Assessments shall be subordinate to the payment of PID Bonds and Administrative Expenses; or (c) other lawfully available funds within the Western Center Public Improvement District; and authorizing the Mayor to execute the same

Motion was made by Councilmember Farr with a second by Councilmember Bighorse to approve the Development Agreement with Provident Realty Advisors, Inc. making the adjustment to uses to relocate the auto sales and outside storage from (E)(v) to (E)(vi); prohibiting convenience stores in Block D; and authorizing the Mayor to execute the agreement subject to the City Manager's approval of the final document including procedural issues related to PID financing. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

Prior to the motion, the Council agreed not to consider any additional items regarding Provident Realty Advisors, Inc. until after they have completed the purchase of the property.

(9) Consideration and Action regarding Ordinance No. 2020-27, Adding Section 6-42, "Bees" to Chapter 6 "Animals" of the Saginaw City Code, Providing Regulations Applicable to the Keeping of Bees within the City

Motion was made by Councilmember Bighorse with a second by Mayor Pro-Tem Junkersfeld to table this item. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(10) Code Enforcement Update

Code Enforcement Officer Roberson gave a presentation regarding Commercial Corridor Code Enforcement on Saginaw Boulevard.

(11) Discussion regarding the Design of the Intersection at Knowles Drive and West McLeroy Blvd.

City Manager Reaume explained that staff needs direction from the City Council regarding the design of the intersection of Knowles Drive and West McLeroy Blvd. There was a lengthy discussion regarding a roundabout versus a signalized traffic intersection.

Motion was made by Councilmember Farr with a second by Councilmember Tucker to direct staff to move forward with the design of a roundabout for the intersection at Knowles Drive and West McLeroy Blvd. Motion carried. 5-2-0-0

For: Mayor Flippo, Mayor Pro-Tem Junkersfeld,
Councilmembers Farr, Tucker, and Copeland

Against: Councilmembers Beasley and Bighorse

Abstain: None

Absent: None

(12) Comprehensive Plan Update

Senior Project Manager Abra Nusser of Kimley-Horn & Associates gave a presentation regarding the proposed future update of the City's Comprehensive Plan. She explained the procedures involved in updating the plan and getting input from residents. The Council concurred to proceed with an update of the plan in 2021. City Manager Reaume stated that the scope of the project would be brought before the Council for action in January.

(13) Discussion of Future Facility and Bond Project Planning

The Council discussed potential projects for a 2021 bond election and the potential effect on the property tax rate. City Reaume pointed out that an election for May 2021 would have to be called by the first Council Meeting in February. There was much discussion regarding projects. The consensus of the Council was to proceed with plans to call an election with four propositions on the ballot as follows: Street Improvement Projects - $36.3 million; New Library and Existing Library Renovation - $23.46 million; Parks Improvements - $4 million; and New Senior Center - $4 million (total of $67.76 million).

(14) Executive Session

1 § 551.071. 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

(15) Adjournment

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

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

Against: None

Abstain: None

Absent: None

Mayor Flippo declared the City Council Meeting of December 1, 2020 adjourned at 8:26 p.m.

ATTEST:

_____
City Secretary Janice England

APPROVED:

_____
Mayor Todd Flippo

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(b)

Staff Contact: Gabe Reaume
City Manager

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:
Action regarding Agreement to Provide Professional Services between the City of Saginaw and Randy Edwards

BACKGROUND/DISCUSSION:
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 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.

FINANCIAL IMPACT:
The financial impact will be the monthly fee of $5,500.

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Description

Professional Services Agreement--R. Edwards

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES

THIS AGREEMENT ("Agreement") is entered into this **5th** day of **January**, **2021** effective immediately by and between the **Randy Edwards** ("CONTRACTOR") and the CITY OF SAGINAW, TEXAS, a municipal corporation of the State of Texas ("CITY"). For convenience, the CONTRACTOR and the CITY may sometimes be referred herein collectively as "parties" and individually as a "party."

WITNESSETH

WHEREAS, CITY desires to engage the CONTRACTOR to provide professional services as more fully described on Exhibit "A" attached hereto and incorporated herein by reference; and

WHEREAS, CONTRACTOR agrees to provide such work and services for the CITY in accordance with the terms of this Agreement;

NOW, THEREFORE, for the mutual promises set forth herein, and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto mutually agree as follows:

1. **Employment of CONTRACTOR.**

(a) CITY agrees to engage the CONTRACTOR and the CONTRACTOR hereby agrees to perform the services described in Exhibit "A" attached hereto and incorporated herein by reference.

(b) Notwithstanding anything to the contrary contained in this Agreement, CITY and CONTRACTOR agree and acknowledge that CITY is entering into this Agreement in reliance on CONTRACTOR's special and unique abilities. CONTRACTOR accepts the relationship of trust and confidence established between it and the CITY by this Agreement. CONTRACTOR acknowledges that CONTRACTOR shall be solely responsible for determining the methods for performing the services described in Exhibit "A" attached hereto. CONTRACTOR covenants with CITY to use its best efforts, skill, judgment, and abilities to perform the work required by this Agreement and to further the interests of CITY in accordance with CITY's requirements, in accordance with the highest standards of CONTRACTOR's profession or business and in compliance with all applicable national, federal, state, municipal, laws, regulations, codes, ordinances, orders and with those of any other body having jurisdiction. The CONTRACTOR warrants, represents, covenants, and agrees that all of the work to be performed by the CONTRACTOR under or pursuant to this Agreement shall be of the standard and quality which prevail among similar businesses and organizations of superior knowledge and skill engaged in providing similar services in major United States urban areas under the same or similar circumstances and involving the work to be performed in accordance with Exhibit "A" attached hereto and incorporated herein.

CONTRACTOR warrants, represents, covenants, and agrees that the work he performs will be accurate and free from any material errors.

(c) CONTRACTOR will be responsible for supplying all tools and equipment necessary for CONTRACTOR to provide the services set forth in Exhibit "A" attached hereto.

2. **Compensation.** The CITY agrees to pay the CONTRACTOR the fees set forth in Exhibit "A" attached hereto. Within fifteen (15) days of the end of the month within which services were rendered, CONTRACTOR shall provide City an invoice specifying the services provided during the previous month and the total amount owed by the City. Payment will be made by the CITY within thirty (30) days of receipt of an invoice from CONTRACTOR.

3. **Changes.** CITY may, from time to time require changes in the scope of services of the CONTRACTOR to be performed hereunder. Such changes, which are mutually agreed upon by and between CITY and the CONTRACTOR, shall be incorporated in written amendment to this Agreement.

4. **Services and Materials to be Furnished by CITY.** CITY shall furnish the CONTRACTOR with all available information and data CONTRACTOR requests pertinent to the execution of this Agreement. CITY shall cooperate with the CONTRACTOR in carrying out the work herein and shall provide adequate staff for liaison with the CONTRACTOR.

5. **Ownership of Documents.** All reports, plans, specifications, computer files and other documents prepared by CONTRACTOR pursuant to this Agreement shall be the property of the CITY. CONTRACTOR will deliver to the CITY copies of the prepared documents and materials. CONTRACTOR shall make all documents and related data and material utilized in developing the documents available to CITY for inspection whenever requested. CONTRACTOR may make copies of any and all such documents and items and retain same for its files. CONTRACTOR shall have no liability for changes made to or use of the drawings, specifications, and other documents by anyone other than CONTRACTOR subsequent to delivery of the prepared documents and materials. However, any such change or other use shall be sealed by the individual making the change or use and shall be appropriately marked to reflect what was changed or modified.

6. **Termination of Agreement.** Either party may terminate this agreement at any time by providing thirty (30) days written notice to the other party.

7. **Completeness of Contract.** This Agreement and the documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract or any part thereof shall have any validity or bind any of the parties hereto. If there is any conflict between the terms of this Agreement and the documents

attached hereto, the terms of this Agreement shall control. This Agreement may not be subsequently modified except by a writing signed by both parties.

8. **CITY Not Obligated to Third Parties.** CITY shall not be obligated or liable hereunder to any party other than the CONTRACTOR.

9. **Final Decisions.** Serving as a CONTRACTOR to the CITY, CONTRACTOR shall advise all parties that final decisions shall be made by the City Council and/or City Manager.

10. Indemnification. THE CONTRACTOR AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY AND ALL OF ITS OFFICERS, EMPLOYEES, COUNCIL MEMBERS AND AGENTS FROM ANY AND ALL CLAIMS BY THIRD PARTIES, INCLUDING, BUT NOT LIMITED TO, CLAIMS FOR DAMAGES, JUDGMENTS, ATTORNEY'S FEES, EXPENSES, INJUNCTIVE OR EQUITABLE RELIEF, INTEREST, PERSONAL INJURY, AND DEATH, THAT MAY ARISE FROM THE CONTRACTOR'S PERFORMANCE UNDER THIS AGREEMENT**. IT IS UNDERSTOOD AND AGREED THAT THE INDEMNITY PROVIDED FOR IN THIS AGREEMENT IS AN INDEMNITY EXTENDED BY CONTRACTOR TO INDEMNIFY, PROTECT, AND HOLD HARMLESS CITY AND/OR ITS OFFICERS, EMPLOYEES, COUNCIL MEMBERS, AND AGENTS FROM ALL LIABILITY, INCLUDING LIABILITY FOR THE CONSEQUENCES OF THE NEGLIGENCE OF CITY AND/OR ITS OFFICERS, EMPLOYEES, COUNCIL MEMBERS OR AGENTS WHETHER THAT NEGLIGENCE IS THE SOLE OR CONTRIBUTING CAUSE OF THE RESULTANT INJURY, DEATH, AND/OR DAMAGE.**

11. **Insurance**. CONTRACTOR agrees to maintain insurance for comprehensive general liability, automobile liability insurance, workers' compensation and professional liability during the term of this Agreement in the amounts not less than those required of other professional consultants and contractors retained by CITY. CONTRACTOR shall provide CITY with evidence of such coverages in a form which is acceptable to the CITY. Such policies shall name the CITY, its officers, and employees as an additional insured and shall provide for a waiver of subrogation against the CITY.

12. **Personnel.** All of the services required hereunder will be performed by the CONTRACTOR or under CONTRACTOR's supervision, and all personnel engaged in the work shall be qualified to perform such services.

13. **Independent Contractor.** In performing the services under this Agreement, CONTRACTOR is acting as an independent contractor. No term or provision hereof be construed as making CONTRACTOR the agent, servant, or employee of the CITY or as creating a partnership or joint venture relationship between CONTRACTOR and the CITY.

14. **Assignability.** The parties hereby agree that CONTRACTOR may not assign, convey or transfer its interest, rights and duties in this Agreement without the prior written consent of CITY.

15. **Governing Law/Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any action brought to interpret or enforce the terms of this Agreement shall lie in Tarrant County, Texas.

16. **Authority to Sign.** The parties hereby warrant and represent that the undersigned persons have full authority and are duly authorized to sign on behalf of their respective principals and that such principals have duly authorized the transaction contemplated by this Agreement.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

IN WITNESS WHEREOF, CITY and the CONTRACTOR have executed this Agreement as of the date first written above.

CITY OF SAGINAW, TEXAS

By: _____

Print Name:_____

Title:_____

By: _____

Print Name:_____

Title:_____

Exhibit A

CONTRACTOR agrees to perform the following services at a monthly set fee of fifty-five hundred dollars ($5,500).

Contractor 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 as directed by Public Works Director or designee.

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(c)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
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

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BACKGROUND/DISCUSSION:
The 2020-21 Public Services Department included budgeted funds in the amount of $29,000 for the purchase of a new service truck. The Water and Wastewater Department included budgeted funds in the amount of $37,000 for the purchase of a new service truck.

The recommended purchases are a 2020 Chevrolet 2500 pickup truck for Public Services and a 2021 Chevrolet 1500 pickup truck for Water & Wastewater.

The trucks were competitively bid. James Wood Motors, Inc. submitted the lowest bid for both vehicles.

The bid for the Public Services Department vehicle is $30,127, $1,127 over the budgeted amount of $29,000. Staff is recommending 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 receive at auction. The net purchase price would drop to $27,127 and $1,873 under the budgeted amount.

The bid for the Water and Wastewater Department vehicle is $37,846, $846 over the budgeted amount of $37,000. Staff is recommending that the overage come from the Fund Balance.

FINANCIAL IMPACT:
The total financial impact will be $64,973.

Funds in the amount of $29,000 are budgeted for replacement of the Public Services Department truck (Public Services Department, Account 01-7000-06-00, Capital Outlay/Special Request).

Funds in the amount of $37,000 are budgeted for the replacement of the Water and Wastewater Department

truck (Water and Wastewater, Account 05-7000-50-00, Capital Outlay Special Request). Funds in the amount of $846 will come from the Fund Balance.

RECOMMENDATION:

Staff recommends approval of the purchase of a 2020 Chevrolet 2500 pickup truck for the Public Services Department in the amount of $27,127 plus a trade-in allowance of $3,000 for Unit #403 and a 2021 Chevrolet 1500 pickup truck for the Water & Wastewater Department in the amount of $37,846 from James Wood Motors, Inc.

ATTACHMENTS:

Description

Water & Wastewater Budget

Public Services Budget

Newsom Memo

CITY OF SAGINAW
BUDGET SUPPLEMENT
2020-2021

WATER & WASTEWATER

05-7000-50-00	**CAPITAL OUTLAY/SPECIAL REQUEST**				**$ 787,850**
		50% APWA accredidation (year 2)	$	6,850	
		service vehicle	$	37,000	
		resiliency study & emergency response plan	$	60,000	
		meter replacements with cellular technology	$	684,000	
			$	-	
			$	-	
			$	-	
			$	-	
			$	787,850	
05-XXXX-55-00	**EF CAPITAL PROJECTS**				**$ 1,587,500**
05-7022-55-00	(impact fees $)	Saginaw Blvd 16" WL PH2	$	1,155,000	
05-7023-55-00	(impact fees $)	NW Booster Pump	$	432,500	
			$	-	
			$	-	
			$	-	
					$ 10,386,795

CITY OF SAGINAW
BUDGET SUPPLEMENT
2020-2021

PUBLIC SERVICES

01-7000-06-00	**CAPITAL OUTLAY/SPECIAL REQUEST**			**$ 100,850**
	50% APWA accrediation (year 2)	$	6,850	
	serivce truck replacement	$	29,000	
	ADA study phase 3B	$	65,000	
		$	-	
	TOTAL			**$ 1,534,175**

Memorandum

December 28, 2020

To: Rick Trice, DPW
From: Randy Newsom, Operations Supt.
Subject: Recommendation To Purchase Service Truck's

In the 2020-21 Water/Wastewater Department and Public Services Department budgets new service trucks were approved. The new truck for the Water/Wastewater Department will be a 2021 Chevrolet 1500 Crew Cab and will replace unit #705 which will be pass down to the new Utility Inspector. The new truck for the Public Services Department will be a 2020 Chevrolet 2500 and will replace unit # 414 which is a 2003 F250.

Our Chief Mechanic has obtained three quotes for each truck and has recommended that we purchase the 2 trucks from James Wood Motors in Decatur. They had the lowest bids on the trucks. I have attached the quotes for your review. The low bid for the Water/Wastewater Department vehicle is $37,846 which is $846 over budgeted amount of $37,000. The budgeted amount was based on the cost of a 2020 model which are not available. I recommend the difference come from the Fund Balance.

The low bid for the Public Services Department vehicle came in at $30,127. Which is $1,127 over the budgeted amount of $29,000. However, we will be trading unit #403, which is from that department and scheduled for auction. They are allowing a $3,000 trade-in value which is in line with what we normally get at auction. This will result in the actual cost of the new truck of $27,127 leaving a savings of $1,873 under the budgeted amount.

These trucks will be purchased from the Capital Outlay accounts in each department.

Water / Wastewater

JAMES WOOD MOTORS, INC.

2111 HWY 287 S
2111 SOUTH HIGHWAY 287
DECATUR, TX 76234
(940) 627-2177

DATE	DEAL NUMBER
12/14/2020	234842

PURCHASER NAME: CITY OF SAGINAW
ADDRESS: 333 W MCLEROY BLVD

CITY	COUNTY	STATE	ZIP
SAGINAW	TARRANT	TX	761791452

RESIDENCE PHONE: | BUSINESS PHONE:
E-MAIL ADDRESS: jmayhue@saginawtx.org | MOBILE PHONE: (682) 712-3919

		Year	Make	Model	Body	VIN
☑ New	☐ Car	2021	CHEVROLET TRUCK	SILVERADO 1500	4WD CREW CAB 147"	3GCUYDED3MG148996
☐ Used	☑ Truck					

Color SUMMIT WHT | Trim JET BLK CLTH | Miles 5 | Stock Number 110371

OPTIONAL EQUIPMENT AND/OR ACCESSORIES

VEHICLE PRICE	47,434.00
BID ASSIST	9,600.00

2021 Silverado Crew Cab LT 1500 4WD

TRADE 1 Miles | License #
Year | Make | Model
VIN | Stock #
Payoff To
Phone Number | Account No.
Contact
Good Until

TRADE-IN ALLOWANCE	0.00
BALANCE OWED	0.00
NET ALLOWANCE ON TRADE-IN(S)	0.00

Lienholder
Address
City | State | Zip Code
Draft On
Address

* A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED A REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW.

* UN HONORARIO DE DOCUMENTATION NO ES UN HONORARIO OFICIAL. UN HONORARIO DE DOCUMENTATION NO ES REQUERIDO POR LA LEY, PERO PUEDE SER CARGADA AL COMPRADOR COMO GASTOS DE MANEJO DE DOCUMENTOS RELACIONADOS CON UNA VENTA. UN HONORA... DE DOCUMENTACION NO PUEDE EXCEDER UNA CANTIDAD RAZONABLE ACORDADA POR LAS PARTES. ESTA NOTIFICACION ES REQUERIDA POR LA LEY.

CASH SALE OF MOTOR VEHICLE		47,434.00
** DEALER INVENTORY TAX		0.00
STATE AND LOCAL TAXES		0.00
LICENSE FEE WEIGHT 6100		0.00
TRANSPORTATION, TITLE, REG., STATE INSP.		12.00
* DOCUMENT FEE		0.00
TOTAL PRICE OF UNIT		47,446.00
DOWN PAYMENT		
REBATE(S)	9,600.00	
NET TRADE-IN	0.00	
CASH/DEPOSIT	0.00	
VSC/CL-AH REFUNDS		
TOTAL DOWN PAYMENT		9,600.00
BALANCE DUE ON DELIVERY		37,846.00
VSC		0.00
DRAFT		37,846.00

Reference Number | **Customer Accepts Protection Package at this time?** ☐ Yes ☐ No

CUSTOMER SIGNATURE

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes my prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that

THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS REPRESENTATIVE.

Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

PURCHASER _____ DATE 12/14/2020 SALESPERSON WILLIAM BRADLEY GUNTER 1158

PURCHASER _____ DATE 12/14/2020 ACCEPTED BY Brad Gunter DEALER OR AUTHORIZED REPRESENTATIVE

**** INVENTORY TAX DISCLAIMER: The Dealer Inventory Tax charge is intended to reimburse the dealer for ad valorem taxes on its motor vehicle inventory. The charge, which is paid by the dealer to the county tax assessor-collector, is not a tax imposed on a consumer by the government, and is not required to be charged by the dealer to the consumer.**

Public Works

JAMES WOOD MOTORS, INC.

2111 HWY 287 S
2111 SOUTH HIGHWAY 287
DECATUR, TX 76234
(940) 627-2177

DATE	DEAL NUMBER
12/14/2020	234839

PURCHASER NAME: CIT OF SAGINAW
ADDRESS: 333 W MCLEROY BLVD

CITY	COUNTY	STATE	ZIP
SAGINAW	TARRANT	TX	761791452

RESIDENCE PHONE:
BUSINESS PHONE:
E-MAIL ADDRESS: jmayhue@saginawtx.org
MOBILE PHONE: (682) 712-3919

		Year	Make	Model	Body	VIN
☑ New	☐ Car					
☐ Used	☑ Truck	2020	GMC	SIERRA 2500	4DR 2WD REG 142"	1GT08LE74LF289580

Color SUMMIT WHT **Trim** JET BLK CLTH **Miles** 40 **Stock Number** 102997

OPTIONAL EQUIPMENT AND/OR ACCESSORIES

VEHICLE PRICE	36,915.00
BID ASSIST	6,800.00

2020 GMC Sierra 2500 RegCab WT 2wd

TRADE 1 **Miles** 136,837 **License #**
Year 2006 **Make** FORD TRUCK **Model** SUPER DUTY F250
VIN 1FTSW20P56EA08607 **Stock #** 102997A1
Payoff To
Phone Number **Account No.**
Contact
Good Until

TRADE-IN ALLOWANCE	3,000.00
BALANCE OWED	0.00
NET ALLOWANCE ON TRADE-IN(S)	3,000.00

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City **State** **Zip Code**
Draft On
Address

* A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED A REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW.

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CASH SALE OF MOTOR VEHICLE		36,915.00
** DEALER INVENTORY TAX		0.00
STATE AND LOCAL TAXES		0.00
LICENSE FEE WEIGHT 9900		0.00
TRANSPORTATION, TITLE, REG., STATE INSP.		12.00
* DOCUMENT FEE		0.00
TOTAL PRICE OF UNIT		36,927.00
DOWN PAYMENT		
REBATE(S)	6,800.00	
NET TRADE-IN	3,000.00	
CASH/DEPOSIT	0.00	
VSC/CL-AH REFUNDS		
TOTAL DOWN PAYMENT		9,800.00
BALANCE DUE ON DELIVERY		27,127.00
VSC		0.00
DRAFT		27,127.00

Reference Number

Customer Accepts Protection Package at this time? ☐ Yes ☐ No

CUSTOMER SIGNATURE

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes my prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that

THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS REPRESENTATIVE.

Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

PURCHASER — DATE 12/14/2020 — **SALESPERSON** WILLIAM BRADLEY GUNTER 1158

PURCHASER — DATE 12/14/2020 — **ACCEPTED BY** Fred Gunter
DEALER OR AUTHORIZED REPRESENTATIVE

**** INVENTORY TAX DISCLAIMER:** **The Dealer Inventory Tax charge is intended to reimburse the dealer for ad valorem taxes on its motor vehicle inventory. The charge, which is paid by the dealer to the county tax assessor-collector, is not a tax imposed on a consumer by the government, and is not required to be charged by the dealer to the consumer.**

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(d)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

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BACKGROUND/DISCUSSION:
On November 17, 2020, City Council authorized an Inter-Local Agreement with Tarrant County Precinct 4 for the reconstruction of the existing parking lot serving Willow Creek Station Park and construction of a new parking lot north of the park.

Since its opening Willow Creek Station has been heavily utilized by the public. The improvement of the existing parking lot will serve to alleviate inadequate parking capacity and reduce overflow parking occurring in adjacent neighborhoods and on Knowles Drive.

The new parking lot will be approximately 210'x110' and will provide approximately 78 parking spots.

On December 7, 2020, staff brought a recommendation before the Recreation and Parks Advisory Board requesting funding for the new parking lot in the amount of $28,577.00. The cost of the reconstructed parking lot will come from maintenance funds.

The Recreation and Parks Advisory Board unanimously approved the request for consideration and action by City Council.

FINANCIAL IMPACT:
The total Financial Impact will be $28,577.00. Funds are available in the Park Fund.

RECOMMENDATION:
It is recommended that the Council authorize funding in the amount of $28,577.00 to construct a new parking

lot north of Willow Creek Station.

ATTACHMENTS:

Description

Recreation and Park Board Minutes

Park Fund Balance

MINUTES OF REGULAR MEETING
OF THE CITY OF SAGINAW
RECREATION AND PARKS ADVISORY BOARD
HELD AT THE CITY OF SAGINAW CITY HALL
333 W MCLEROY BOULEVARD
DECEMBER 7, 2020

Present at the Meeting:

Chairman	Place No. 5	Brack St. Clair
Vice Chairman	Place No. 6	Ronda Nyberg
Member	Place No. 1	Charity Deville
Member	Place No. 2	Janelle Young
Alternate Member	Alt. No. 1	Thomas Weaver
Alternate Member	Alt. No. 2	Kathryn Johnson
Public Works Director		Rick Trice
Assistant Public Works/Operations Director		Randy Newsom
Recording Secretary		Mary Ragle

Absent from the Meeting:

Streets and Parks Manager		Paul Wrzesinski
Member	Place No. 3	Brandi Coble
Member	Place No. 4	Russell Jolly
Member	Place No. 7	Travis Albritton

Visitors at the Meeting:

None

The quorum for tonight's meeting consists of Chairman St. Clair, Vice Chairman Nyberg, Members Deville, Young, Alternate Members Weaver, Johnson

(1) Call to Order

Chairman St. Clair called the meeting to order at 6:05 p.m.

(2) Audience Participation

This item was bypassed. No audience present.

(3) Consideration and Action: Funding for New Parking Lot at Willow Station Playground in Willow Creek Park

DPW Trice reviews the information furnished in the members' packets explaining that the existing parking lot just north of the playground will be reconstructed using funds from the Street Maintenance Account. He advised that funding is needed for the new parking lot located north of the restroom where the old playground was located. He informed the members that the parking lot will be constructed utilizing labor and equipment furnished by Tarrant County and the city paying for materials which is a considerable cost saving for the city. He said the project amount will be $28,577.00

A motion was made by Vice Chairman Nyberg with a second by Member Deville to recommend that the city council approve funding for a new parking lot north of Willow Creek Station Playground in the amount of $28,577.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

(4) Consideration and Action: Funding for Lighting at Willow Creek Station Playground

DPW Trice reviewed the proposal included in the members' packets for 5 light poles with solar LED lights for the Willow Creek Station Playground stating the total cost will be $27,000.

A Motion was made by Member Young with a second by Alternate Member Johnson to recommend that the City Council approve funding for lighting at the Willow Creek Station Playground in the amount of $27,000.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

(5) Adjournment

Motion was made by Alternate Member Johnson with a second by Vice Chairman Nyberg to adjourn the meeting. Motion carried.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

Chairman St. Clair declared the special called meeting of January 7, 2020 closed at 6:15. p.m.

APPROVED:

_____

Brack St. Clair, Chairman

ATTEST:

_____

Mary Ragle, Recording Secretary

Park Fund

Beginning Balance:		9/30/2020				**$164,857.65**
		Donations Added:				
			October 2020	$6,692.60		
			November 2020	$7,019.77		
		Total		$13,712.37		
		Less Expenditures:				
		Total Expenditures		$0.00		
Ending Balance:		11/30/2020				**$178,570.02**
		Less Pending Expenditures :				
			Sign for Saginaw Switchyard	$4,885.00		
			Portable stage at Saginaw Switchyard	$14,000.00		
			Update Park Master Plan	$32,500.00		
		Recommended at 12/7/2020 Meeting	New Parking Lot for Willow Creek Station Playground	$28,577.00		
			Lighting at Willow Creek Station Playground	$27,000.00		
		Total Pending Ependitures		$106,962.00		
Estimated Available Funds			11/30/2020			**$71,608.02**

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(e)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
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

BACKGROUND/DISCUSSION:
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 EPA completion of the risk assessment and ERP. The City of Saginaw falls under the population served category of 3,301 - 49,999 requiring that the Risk and Resiliency Assessment be certified by the Environmental Protection Agency by June 30, 2021 and that the Emergency Response Plans be certified six months later by December 31, 2021.

KHA has submitted an IPO which utilizes 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.

FINANCIAL IMPACT:
The Total Financial Impact will be $55,000. Funds in the amount of $60,000, is budgeted for the Risk and Resiliency Study and Emergency Response Plan in the Water & Wastewater Fund, Special Requests.

RECOMMENDATION:
It is recommended that the IPO with KHA for the Risk and Resiliency Study and Emergency Response Plan

be approved for a Lump Sum fee of $55,000.

ATTACHMENTS:

Description

KHA IPO

Budget Information

Kimley»Horn

November 13, 2020

Mr. Rick Trice
City of Saginaw
205 Brenda Lane
Saginaw, Texas 76179

RE: *Risk and Resiliency Study and Emergency Response Plan*

Dear Rick:

Please find attached the Individual Project Order (IPO) No. Risk and Resiliency Study and Emergency Response Plan (reference the master agreement dated April 17, 2012).

Please contact me at (817) 339-2248 or andrew.simonsen@kimley-horn.com should you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928

Andrew Simonsen, P.E.
Project Manager

INDIVIDUAL PROJECT ORDER NUMBER – Risk and Resiliency Study and Emergency Response Plan

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and The City of Saginaw, Texas (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: Risk and Resiliency Study and Emergency Response Plan

Project Understanding:

The Client is needing to comply with America's Water Infrastructure Act (AWIA) of 2018. For the population served by the Client, the AWIA requires a Risk and Resiliency Assessment to be completed by June 30, 2021 and an Emergency Response Plan be completed by December 31, 2021.

Specific Scope of Basic Services:

Phase I: Risk and Resiliency Assessment (R&R)

Task 1 – General Items and Meetings

The Consultant will provide the following professional services:

1. Kick-off Meeting and Site Visit - Conduct a kick-off meeting with the Client and key personnel to develop the goals, schedule, and deliverables for the project. A site visit will follow the kick-off meeting to visit the selected critical facilities to determine the level of existing protective measures for Malevolent Acts, Natural Hazards, and Dependency/Proximity Threats.

2. Progress Meeting – Conduct up to two (2) progress meetings with the Client.

3. Risk and Resilience Assessment Review Meeting – Conduct One (1) meeting with Client to review input prior to submitting certification to EPA.

Meetings:

a. One (1) kick-off meeting with City Staff.
b. Two (2) progress meetings.
c. One (1) Review Meeting.

Task 2: Data Collection

Consultant will coordinate with Client staff to obtain available record drawings, operational data, and billing information. The Client will provide the Consultant the following information, if available (digital or hard copy) for applicable water facilities that Consultant does not already have:

1. Record drawings of existing facilities: custody transfer, treatment, pumping, storage and distribution facilities
2. Construction plans for any proposed water facilities
3. Existing security plans and procedures
4. Previous vulnerability and risk assessments
5. Business continuity plans (Continuity of Operation Phase)

6. SCADA system information
7. Human resources policies
8. Door lock/key policies
9. Water demand: average daily demand (ADD), maximum daily demand (MDD)
10. Water purchase contracts
11. Operational data: daily pumping rates, well production rates, storage tank operating levels, etc.
12. Quantitative information regarding billing practices
13. Previously completed assessments, studies, reports or evaluations
14. Information Technology Cybersecurity Practices for Customer Billing, SCADA and Employee Payroll

Task 3: Risk and Resilience Assessment

Consultant will complete the EPA Small System Risk and Resilience Assessment Checklist to assess the defined risks as stated in the American Water Infrastructure Act of 2018. This will include the following activities:

1. Identify and develop the descriptions for the impacts related to the specific Malevolent Act and Natural Hazards. This includes the following:
    a. Physical Barriers
    b. Source Water
    c. Pipes and Constructed Conveyances, Water Collection, and Intact
    d. Pretreatment and Treatment
    e. Storage and Distribution Facilities
    f. Electronic, Computer, or Other Automated System (including the security of such systems)
    g. Monitoring Practices
    h. Financial Infrastructure
    i. The Use, Storage, or Handing of Chemicals
    j. The Operation and Maintenance of the System

2. The Consultant will prepare and submit the Small System Risk and Resiliency Assessment Checklist document. This includes the following:
    a. Prepare Draft Checklist document (electronic PDF copy) and send to Client for review and comment.
        i. Developed using EPA Small System Risk and Resilience Assessment Checklist document
    b. Review meeting with Client
    c. Address Client comments and incorporate comments into Final Document
    d. Prepare Final and Submit document to Client (electronic PDF)

Task 4: Provide Risk and Resiliency Assessment Certification to EPA

1. Consultant will prepare a certification letter that will contain the community water system ID, the date certified, and a statement that the utility has conducted, reviewed, revised an assessment of the risks to, and resilience of, its system in accordance with the AWIA of 2018.

2. Consultant will submit the approved certification letter to EPA no later than June 30, 2021.

Phase II: Emergency Response Plan (ERP)

Task 1: General Items and Meetings

1. Kick-off Meeting – Conduct a kick-off meeting with the Client to review main concepts and deliverables for this project. This includes goals, schedule, and roles.

2. Progress Meeting – Conduct up to two (2) progress meetings with the Client.

3. Emergency Response Plan Review Meeting - Conduct one (1) meeting with Client to review and solicit input prior to submitting certification to EPA.

Task 2: Data Collection

The Client will provide the following documents electronically to the Consultant for review and incorporation into the ERP.

1. Existing security plans and procedures
2. Existing emergency response plans, including hurricane response plans
3. Emergency Response Personnel Information
4. Industry chemical handling & storage facilities
5. Existing safety Policies and procedures
6. Source water protection plans
7. Local natural hazard mitigation plan(s)
8. Other documents that may be related to the emergency response preparedness of the water system
9. Risk and Resilience Assessment

Task 3: Emergency Response Plan

Consultant will prepare the ERP by utilizing the EPAs Emergency Response Plan guidance template and instructions to facilitate adherence to the applicable standards and compliance with the AWIA. The ERP will be completed based on information and feedback provided by the Client.

The Consultant will use the information provided by the Client and use the EPAs Emergency Response Plan template to complete the following sections:

1. Utility Information
    a. Utility Overview
    b. Personnel Information
    c. Primary Utility Components
    d. Industry Chemical Handling and Storage Facilities
    e. Safety
    f. Response Resources
    g. Key Local Services
    h. Utility service area (CCN type map)

2. Resilience Strategies
    a. Emergency Response Roles

b. Incident Command System (ICS) Roles
c. Communication
d. Media Outreach
e. Public Notification Templates

3. Emergency Plans and Procedures
    a. Core Response Procedures
        i. Access
        ii. Physical Security
        iii. Cybersecurity
        iv. Power Loss
        v. Alternate Drinking Water Supplies
        vi. Sampling and Analysis
        vii. Contact List
        viii. Family and Utility Personnel Well Being

    b. Incident-Specific Response Procedures (ISRPs)
        i. Consultant will work with Client to identify incident types and include ISRPs for each applicable incident.

    c. Mitigation Actions
        i. Alternative Source Water Options and Interconnected Utilities
        ii. Other Mitigation Actions

    d. Detection Strategies
        i. Identify Threats
        ii. Identify Detection Methods
        iii. Identify Procedure

The Consultant will prepare and submit the Emergency Response Plan document to the Client. This includes the following:

1. Prepare Draft Emergency Response Plan document (electronic PDF copy) and send to Client for review and comment.
    a. Developed using EPA Emergency Response Plan Template
2. Schedule review meeting with Client
3. Address Client comments and incorporate comments into Final Document
4. Prepare Final and Submit document to Client (electronic PDF).

Task 4: Emergency Response Plan Submittal and Certification Letter

1. Consultant will prepare a certification letter that will contain the community water system ID, the date certified, and a statement that the utility has conducted, reviewed, and revised as applicable the Emergency Response Plan in accordance with the AWIA of 2018.
2. Consultant will submit the approved certification letter to EPA no later than 6 months after the submittal of the Risk and Resilience Assessment.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Client, will be considered additional services. Additional services include, but are not limited to, the following:

- Attendance at Public Meetings beyond those specifically included in the Scope of Services referenced above.
- Assisting Client or Contractor in the defense or prosecution of litigation in connection with or in addition to those services contemplated by this Agreement. Such services, if any, will be furnished by Consultant on a fee basis negotiated by the respective parties outside of and in addition to this Agreement.
- Accompanying the Client's personnel when meeting with the Texas Commission on Environmental Quality, U.S. Environmental Protection Agency or other regulatory agencies during the course of the Project. Consultant will assist the Client's personnel on an as-needed basis in preparing compliance schedules, progress reports, and providing general technical support for the Client's compliance efforts.
- Appearing before regulatory agencies or courts as an expert witness in any litigation with third parties or condemnation proceedings arising from the development or construction of the Project, including the preparation of engineering data and reports for assistance to the Client.
- Any services not listed in the Scope of Services.

Schedule

Consultant will begin services upon receipt of Notice to Proceed.

Fee and Expenses

Task Name	Budget Amount	Fee Type
Phase 1 – Risk and Resiliency Assessment	$ 27,500	(Lump Sum)
Phase 2 – Emergency Response Plan	$ 27,500	(Lump Sum)
Subtotal	$ 55,000	(Lump Sum)

Consultant will perform the services in Phase 1 and Phase 2 for the total lump sum fee of $55,000. All permitting, application, and similar project fees will be paid directly by the Client. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Payment will be due within 25 days of your receipt of the invoice.

ACCEPTED:

CITY OF SAGINAW, TEXAS	KIMLEY-HORN AND ASSOCIATES, INC.
BY:_____	BY: Jeff James, P.E.
Gabe Reaume City Manager	Jeff James Senior Vice President
DATE:_____	DATE: 11/13/2020

CITY OF SAGINAW
SPECIAL REQUESTS
2020-2021

WATER & WASTEWATER FUND

1.	**Badger Cellullar Meter Replacement Program**	**$684,000**

Description: This is Phase 2 of the meter change out program that we started in the 2019-20 Budget Year. This will also be the last Phase and once complete will make our system 100% Badger Cellullar. This will eliminate having to drive the city to read the meters and provides transparency to the customers.

2.	**Service Truck**	**$37,000**

Description: This truck will replace Unit #705 which is a 2011 Expedition that is driven by the Director of Public Works. The replacement vehicle will be a Chevrolet 1500 Crew Cab 4x4. Unit #705 will be passed down to the new Utility Inspector.

3.	**Resiliency Study & Emergency Response Plan**	**$60,000**

Description: This is a two part EPA mandated order that has to be complete by June 2021. It will identify deficiencies within our water system and ensure that we have an adequate emergency response plan in place.

TOTAL SPECIAL REQUESTS $781,000

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(f)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

BACKGROUND/DISCUSSION:
City staff has received many inquiries about lack of illumination at Willow Creek Station. 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 proposed installation will be for five (5) lights spaced around the perimeter of the playground at a cost of approximately $5,400.00 each totaling $27,000.00. The installation does not require electrical service and will be cost effective solution over time.

On December 7, 2020, staff brought a recommendation before the Park Advisory Board requesting funding for the new LED light poles and fixtures $27,000.00.

The Parks Advisory Board unanimously approved the request for consideration and action by City Council.

FINANCIAL IMPACT:
The total Financial Impact will be $27,000.00. Funds are available in the Park Fund.

RECOMMENDATION:
It is recommended that the Council authorize funding in the amount of $27,000.00 for five (5) LED light poles and fixtures for Willow Creek Station.

ATTACHMENTS:

Description

Recreation and Park Board Minutes
Park Fund Balance

MINUTES OF REGULAR MEETING
OF THE CITY OF SAGINAW
RECREATION AND PARKS ADVISORY BOARD
HELD AT THE CITY OF SAGINAW CITY HALL
333 W MCLEROY BOULEVARD
DECEMBER 7, 2020

Present at the Meeting:

Chairman	Place No. 5	Brack St. Clair
Vice Chairman	Place No. 6	Ronda Nyberg
Member	Place No. 1	Charity Deville
Member	Place No. 2	Janelle Young
Alternate Member	Alt. No. 1	Thomas Weaver
Alternate Member	Alt. No. 2	Kathryn Johnson
Public Works Director		Rick Trice
Assistant Public Works/Operations Director		Randy Newsom
Recording Secretary		Mary Ragle

Absent from the Meeting:

Streets and Parks Manager		Paul Wrzesinski
Member	Place No. 3	Brandi Coble
Member	Place No. 4	Russell Jolly
Member	Place No. 7	Travis Albritton

Visitors at the Meeting:

None

The quorum for tonight's meeting consists of Chairman St. Clair, Vice Chairman Nyberg, Members Deville, Young, Alternate Members Weaver, Johnson

(1) Call to Order

Chairman St. Clair called the meeting to order at 6:05 p.m.

(2) Audience Participation

This item was bypassed. No audience present.

(3) Consideration and Action: Funding for New Parking Lot at Willow Station Playground in Willow Creek Park

DPW Trice reviews the information furnished in the members' packets explaining that the existing parking lot just north of the playground will be reconstructed using funds from the Street Maintenance Account. He advised that funding is needed for the new parking lot located north of the restroom where the old playground was located. He informed the members that the parking lot will be constructed utilizing labor and equipment furnished by Tarrant County and the city paying for materials which is a considerable cost saving for the city. He said the project amount will be $28,577.00

A motion was made by Vice Chairman Nyberg with a second by Member Deville to recommend that the city council approve funding for a new parking lot north of Willow Creek Station Playground in the amount of $28,577.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

(4) Consideration and Action: Funding for Lighting at Willow Creek Station Playground

DPW Trice reviewed the proposal included in the members' packets for 5 light poles with solar LED lights for the Willow Creek Station Playground stating the total cost will be $27,000.

A Motion was made by Member Young with a second by Alternate Member Johnson to recommend that the City Council approve funding for lighting at the Willow Creek Station Playground in the amount of $27,000.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

(5) Adjournment

Motion was made by Alternate Member Johnson with a second by Vice Chairman Nyberg to adjourn the meeting. Motion carried.

For: Chairman St. Clair, Vice Chairman Nyberg
Members Deville, Young, Alternate Members Weaver, Johnson

Against: None

Absent: Members Coble, Jolly, Albritton

Chairman St. Clair declared the special called meeting of January 7, 2020 closed at 6:15. p.m.

APPROVED:

_____

Brack St. Clair, Chairman

ATTEST:

_____

Mary Ragle, Recording Secretary

Park Fund

Beginning Balance:		9/30/2020				**$164,857.65**
		Donations Added:				
			October 2020	$6,692.60		
			November 2020	$7,019.77		
		Total		$13,712.37		
		Less Expenditures:				
		Total Expenditures		$0.00		
Ending Balance:		11/30/2020				**$178,570.02**
		Less Pending Expenditures :				
			Sign for Saginaw Switchyard	$4,885.00		
			Portable stage at Saginaw Switchyard	$14,000.00		
			Update Park Master Plan	$32,500.00		
		Recommended at 12/7/2020 Meeting	New Parking Lot for Willow Creek Station Playground	$28,577.00		
			Lighting at Willow Creek Station Playground	$27,000.00		
		Total Pending Ependitures		$106,962.00		
Estimated Available Funds			11/30/2020			**$71,608.02**

City of Saginaw

Meeting Date: 1/5/2021

Staff Contact: Rick Trice, P.E.
Director of Public Works

Agenda Items: (4)(g)

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

BACKGROUND/DISCUSSION:
The 2020-21 Budget included funds for the ADA Transition Plan Phase 3B. The recommended IPO includes an assessment of an additional twenty-five (25) miles (approximately) of sidewalk evaluations including associated curb ramps and pedestrian path of travel through intersections and driveways.

The total lump sum fee is $65,000. $65,000 was budgeted in the 2020-21 budget.

FINANCIAL IMPACT:
The total financial impact will be $65,000. Funds in the amount of $65,000 are budgeted for the ADA plan phase 3A sidewalk evaluation (Public Services Department, Account 01-7000-06-00, Capital Outlay/Special Request).

RECOMMENDATION:
It is recommended that the IPO with Kimley-Horn be approved in an amount not to exceed $65,000 for the ADA Transition Plan Phase 3B.

ATTACHMENTS:

Description

KHA IPO

Budget Information

Kimley»Horn

November 18, 2020

Mr. Dolph Johnson
City of Saginaw
333 West McLeroy Blvd.
Saginaw, TX 76179

RE: ***City of Saginaw ADA Transition Plan Phase 3B – Intersection and Sidewalk Evaluation***

Dear Dolph:

Thank you for this opportunity to serve the City of Saginaw.

Please find attached two originals of Individual Project Order (IPO) ADA Transition Plan Phase 3B (reference the master agreement dated April 17, 2012).

Please contact Andrew Simonsen at (817) 339-2248 or andrew.simonsen@kimley-horn.com, or me at (817) 339-2251 or matt.pool@kimley-horn.com should you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928

C Matt Pool

Matt Pool, P.E.

INDIVIDUAL PROJECT ORDER – ADA Transition Plan Phase 3B

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and the City of Saginaw, Texas (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: ADA Transition Plan Phase 3B – Intersection and Sidewalk Evaluation

Project Understanding:

The Consultant will provide professional services based on our project understanding as follows:

- The Client wishes to develop their Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan in multiple phases.

- This assignment will constitute Phase 3B of the ADA Self-Evaluation and Transition Plan and will include an ADA compliance review including public rights-of-way sidewalks and associated curb ramps. Recommendations to bring any non-compliant elements into compliance will be provided, and the Transition Plan will be updated to document all findings from the facility evaluations.

- The previously completed Phase 1 of this project included:
    - Establishment of ADA Liaison Committee
    - Self-Evaluation comprised of:
        - Review of Client programs, procedures, and policies, including:
            - Boards and commissions
            - Departments and associated services
        - Review of Client employment practices
        - Review of Client ordinances
        - Review of Client emergency management plan
    - Development of Transition Plan, including:
        - Defining the role of ADA Coordinator
        - Development of Grievance Policy and Procedure
        - Self-Evaluation findings and solutions for all items reviewed

- The previously completed Phase 2A of this project included:
    - Self-Evaluation comprised of evaluations of Client parks
    - Update Transition Plan with:
        - Self-Evaluation findings and solutions

- The previously completed Phase 2B of this project included:
    - Self-Evaluation comprised of evaluations of Client buildings
    - Update Transition Plan with:
        - Self-Evaluation findings and solutions

- The previously completed Phase 3A of this project included:
    - Self-Evaluation comprised of evaluations of Client buildings, signalized intersections, and public rights-of-way sidewalks and associated curb ramps

- Future phases of this project are anticipated to include, but are not limited to:
  - Phase 4A, and 4B
    - Evaluations of facilities including determination of compliance status, potential solutions, cost estimates to implement potential solutions, and prioritization of evaluated facilities for implementation;
      - Evaluation of public rights-of-way facilities including sidewalks and associated curb ramps;
    - Update of Transition Plan to document additional work.

Specific Scope of Services:

Task 1 – Project Management

1.1 The Consultant will maintain project records, budgets, and communications for the duration of the project. The project duration is assumed to be 6 months.

1.2 The Consultant will prepare monthly progress reports.

Task 2 – Self-Evaluation

2.1 Public Outreach Survey and Wikimap. The Consultant will document public input received through the previously developed public outreach survey and interactive map in the City's ADA Transition Plan.

2.2 Facilities Review – The Consultant will conduct field evaluations using forms developed by the Consultant in consultation with the Client. The evaluation forms will be based on the 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) and applicable access-related state and local standards. All field data collected will be compatible with the Client's existing Geographic Information System (GIS).

2.2.1 Facilities Listing

2.2.1.1 Sidewalk Corridors – Up to 25 linear miles of sidewalks will be evaluated.

2.2.1.2 Unsignalized Intersections and Driveways – Unsignalized intersections and driveways along the sidewalk in Task 2.2.1.1 will be evaluated. The Consultant estimates this task will consist of the evaluation of up to 175 intersections and up to 560 curb ramps. Evaluation of additional curb ramps or intersections will be considered Additional Services.

Facility Reports. The Consultant will create a separate report for each facility type. Each facility report will identify compliance status of each facility and include the following:

- Listing of facilities that are in compliance with ADA requirements.
- Listing of facilities that are not in compliance with ADA requirements.
- Possible solutions to resolve non-compliance issues for each facility.
- Prioritized list of improvements using criteria developed by the Consultant.
- "Cost report" that assigns conceptual budget estimates to each possible solution. Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any

opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

- Pay item descriptions, units, and unit prices will be based on the 2021 TxDOT Average Bid Unit Prices.
- Photolog summary for each facility (photos for sidewalks can be hyperlinked in GIS, but will not be provided on each facility report).
- Catalog of all field data compatible with the Client's existing GIS databases.
- The compliance status and possible solutions for facilities listed in Tasks 2.2.1.1 – 2.2.1.2 will be based on the will be based on the 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) and applicable access-related state and local standards.

Task 3 – Transition Plan Update

3.1 Draft Self-Evaluation and Transition Plan Update. Based on the Self-Evaluation described in Task 2, the Consultant will prepare a draft Self-Evaluation and Transition Plan Update for the Client. The plan will consist of:

- Updated executive summary which will describe the project background and purpose, process, and most significant findings;
- Summary, detailed findings, and listing of solutions for all facilities listed in Task 2.2 and facilities evaluated in project Phase 3A; and
- Detailed facility reports for all facilities listed in Task 2.2 and facilities evaluated in project Phase 3A.

3.2 Final Self-Evaluation and Transition Plan Update. The Consultant will address two (2) rounds of comments from Client staff to prepare a Final ADA Self-Evaluation and Transition Plan Update for the Client. The Consultant will provide the following deliverables to the Client:

- Electronic copies of the Final Transition Plan Update in Microsoft Word and Adobe PDF formats

Task 4 – Meetings

4.1 Progress Meetings. The Consultant will prepare for and attend up to one (1) progress meeting with Client staff and the ADA Liaison Committee via conference call. The Consultant will produce meeting materials and handouts and prepare a summary of action items resulting from the meeting.

Schedule: Work will begin on Notice to Proceed from Client. The Consultant will aim to provide its services within six (6) months following the receipt of Notice to Proceed from the Client. Due to the everchanging circumstances surrounding the COVID-19 Virus, situations may arise during the performance of this agreement that affect availability of resources and staff of the Consultant, the Client, other consultants, and public agencies. There could be changes in anticipated delivery times,

jurisdictional approvals, and project costs. The Consultant will exercise reasonable efforts to overcome the challenges presented by current circumstances, but Kimley-Horn will not be liable to Client for any delays, expenses, losses, or damages of any kind arising out of the impact of the COVID-19 Virus.

Deliverables: The Consultant will deliver the following materials to the Client:

- Electronic copies of the Draft Transition Plan Update with Appendices in Microsoft Word and Adobe PDF formats; and
- Electronic copies of the Final Transition Plan Update with Appendices in Microsoft Word and Adobe PDF formats.

Terms of compensation:

The Consultant will perform the services in Tasks 1-4 for the total lump sum fee of $65,000. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Payment will be due within 25 days of your receipt of the invoice.

ACCEPTED:

CITY OF SAGINAW, TEXAS

BY:_____
Gabe Reaume
City Manager

DATE:_____

KIMLEY-HORN AND ASSOCIATES, INC.

BY:_____
Scott R. Arnold, P.E.
Vice President

DATE:_____

CITY OF SAGINAW
BUDGET SUPPLEMENT
2020-2021

PUBLIC SERVICES

01-7000-06-00	**CAPITAL OUTLAY/SPECIAL REQUEST**			**$ 100,850**
	50% APWA accrediation (year 2)	$	6,850	
	serivce truck replacement	$	29,000	
	ADA study phase 3B	$	65,000	
		$	-	
	TOTAL			**$ 1,534,175**

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(h)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
Action regarding Award of a Construction Contract for Saginaw Elementary Sidewalk Loop

BACKGROUND/DISCUSSION:
On March 17, 2020, City Council adopted Resolution 2020-06 seeking Community Development Block Grant (CDBG) for the 44th year Community Development Block Grant Project (FY 2020). The Resolution designated the recommended project to construct new sidewalks in the 215-500 blocks of Bluebonnet Street.

On August 18, 2020, 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, City Council authorized an Individual Project Order with Kimley-Horn and Associates, Inc. (KHA) for design of sidewalk completing a loop with the CDBG project around Saginaw Elementary along Opal Street and West Southern Avenue.

The project was bid for construction and on December 9, 2020 the following bids were received:

Bidder	Bid Amount
CI Pavement	$141,510.00
Tex-Pro Construction, LLC	$156,680.00
Yoko Excavating, LLC	$170,815.00
A&B Construction	$178,310.00
Summit Solutions, Inc.	$180,000.00
Greeniverse Construction	$192,531.60
Westhill Construction, Inc.	$202,275.00
A&M Construction & Utilities, Inc.	$205,638.00
AT Construction, LLC	$213,085.00
HQS Construction, LLC	$219,480.00

Northstar Construction, LLC	$221,977.00
The Fain Group, Inc.	$236,298.00

The apparent low bidder, CI Pavement, was rejected due to error in bid calculations. CI Pavement agreed to withdraw their bid.

KHA has reviewed the references and bids for the next low bidder, Tex-Pro Construction, LLC, and recommends that they be awarded the contract.

FINANCIAL IMPACT:

The financial impact will be $156,680.00. Funding will come from $1,000,000 allocated under 2020 Certificate of Obligations for sidewalk improvements.

RECOMMENDATION:

Staff recommends award of contract for the Saginaw Elementary Sidewalk Loop along Opal Street and West Southern Avenue to Tex-Pro Construction, LLC in the amount of $156,680.00.

ATTACHMENTS:

Description

KHA Award Recommendation

Bid Tabulation

Kimley»Horn

December 15, 2020

Mr. Rick Trice
City of Saginaw
205 Brenda Lane
Saginaw, TX 76179

Re: Saginaw Elementary Sidewalk Loop
KHA No. 061003146

Dear Mr. Trice:

On December 9, 2020, the City of Saginaw received bids for the Saginaw Elementary Sidewalk Loop project. The following bid proposals were received:

Contractor	Total Base Bid
CI Pavement*	$141,510.00
Tex-Pro Construction, LLC	$156,680.00
Yoko Excavating, LLC	$170,815.00
A&B Construction, LLC	$178,310.00
Summit Solutions, Inc.	$180,500.00
Greeniverse Construction	$192,531.60
Westhill Construction, Inc.	$202,275.00
A & M Construction and Utilities, Inc.	$205,638.00
A T Construction, LLC	$213,085.00
HQS Construction, LLC	$219,480.00
Northstar Construction, LLC	$221,977.00
The Fain Group, Inc.	$236,298.00

*__*Withdrawn by Contractor*__

Kimley-Horn and Associates, Inc. has reviewed the lowest bidder's qualifications and has verified that the Contractor's bonding company is licensed in the State of Texas. Based on these reviews, it appears that Tex-Pro Construction, LLC is the lowest responsive bidder.

Enclosed is a copy of the bid tabulation for your reference. Thank you for the opportunity to be of service to the City of Saginaw.

Should you have any questions or comments, please to not hesitate to contact me.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928



Trenton Tidewll, P.E.

Enclosure

Copy to: Mr. Gabe Reaume, City Manager, City of Saginaw
Mr. Dolph Johnson, Assistant City Manager, City of Saginaw

BID TABULATION
KIMLEY-HORN AND ASSOCIATES, INC.

CHECKED BY: Trenton D. Tidwell, P.E 12/9/2020

Owner:	City of Saginaw
Job No.:	061003146
Project:	Saginaw Elementary Sidewalk Loop
Date:	December 9, 2020

				BIDDER 1		BIDDER 2		BIDDER 3		BIDDER 4		BIDDER 5	
				CI Pavement 101 Josephine Lane Grand Prairie, TX 75050		Tex-Pro Construction, LLC 2666 Quinn Street Fort Worth, TX 76105		Yoko Excavating LLC 2608 N Main Street, Suite B282 Belton, TX 76513		A & B Construction LLC 3001 Sale Street, Suite 117 Dallas, TX 75219		Summit Solutions, Inc. 190 E. Stacy Road, #306-144 Allen, TX 75002	
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost
Base Bid													
1	Mobilization	1	LS	$4,750.00	$4,750.00	$1,000.00	$1,000.00	$10,000.00	$10,000.00	$8,140.00	$8,140.00	$5,000.00	$5,000.00
2	SWPPP ≤ 1 acre	1	LS	$3,500.00	$3,500.00	$1,000.00	$1,000.00	$6,250.00	$6,250.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
3	Traffic Control	1	LS	$2,400.00	$2,400.00	$2,000.00	$2,000.00	$4,500.00	$4,500.00	$8,000.00	$8,000.00	$3,000.00	$3,000.00
4	Remove Concrete Drive	120	SY	$20.25	$2,430.00	$9.00	$1,080.00	$25.00	$3,000.00	$18.00	$2,160.00	$20.00	$2,400.00
5	Remove Concrete Sidewalk	130	SY	$20.25	$2,632.50	$8.00	$1,040.00	$20.00	$2,600.00	$18.00	$2,340.00	$20.00	$2,600.00
6	Remove Concrete Curb & Gutter	330	LF	$6.75	$2,227.50	$6.00	$1,980.00	$14.00	$4,620.00	$5.00	$1,650.00	$10.00	$3,300.00
7	Remove Pavement Markings	330	LF	$4.00	$1,320.00	$2.00	$660.00	$12.00	$3,960.00	$4.00	$1,320.00	$5.00	$1,650.00
8	Remove Landscaping	110	SF	$3.00	$330.00	$1.00	$110.00	$2.50	$275.00	$4.00	$440.00	$5.00	$550.00
9	Remove Planter	1	EA	$175.00	$175.00	$100.00	$100.00	$100.00	$100.00	$50.00	$50.00	$500.00	$500.00
10	Remove Stump	1	EA	$500.00	$500.00	$100.00	$100.00	$250.00	$250.00	$200.00	$200.00	$500.00	$500.00
11	Remove Fence	2	LF	$85.00	$170.00	$20.00	$40.00	$50.00	$100.00	$20.00	$40.00	$50.00	$100.00
12	Unclassified Excavation	90	CY	$20.25	$1,822.50	$10.00	$900.00	$25.00	$2,250.00	$20.00	$1,800.00	$20.00	$1,800.00
13	Embankment	20	CY	$35.00	$700.00	$10.00	$200.00	$50.00	$1,000.00	$20.00	$400.00	$20.00	$400.00
14	6" Concrete Drive Approach	110	SY	$7.75	$852.50	$100.00	$11,000.00	$55.00	$6,050.00	$75.00	$8,250.00	$75.00	$8,250.00
15	4" Concrete Sidewalk	670	SY	$8.40	$5,628.00	$62.00	$41,540.00	$56.00	$37,520.00	$60.00	$40,200.00	$65.00	$43,550.00
16	4" Concrete Sidewalk Adjacent to Back of Curb	320	SY	$7.60	$2,432.00	$62.00	$19,840.00	$56.00	$17,920.00	$60.00	$19,200.00	$60.00	$19,200.00
17	6" Concrete Curb & Gutter	70	LF	$33.00	$2,310.00	$60.00	$4,200.00	$34.00	$2,380.00	$30.00	$2,100.00	$35.00	$2,450.00
18	Barrier Free Ramps	17	EA	$1,500.00	$25,500.00	$1,350.00	$22,950.00	$1,200.00	$20,400.00	$1,400.00	$23,800.00	$1,500.00	$25,500.00
19	Topsoil	840	SY	$42.00	$35,280.00	$4.00	$3,360.00	$5.00	$4,200.00	$15.00	$12,600.00	$10.00	$8,400.00
20	Sod	840	SY	$10.00	$8,400.00	$9.00	$7,560.00	$8.00	$6,720.00	$6.00	$5,040.00	$10.00	$8,400.00
21	Adjust Water Valve/Meter/Box/Service	5	EA	$150.00	$750.00	$100.00	$500.00	$200.00	$1,000.00	$300.00	$1,500.00	$650.00	$3,250.00
22	Adjust Sanitary Sewer MH Rim	4	EA	$400.00	$1,600.00	$100.00	$400.00	$250.00	$1,000.00	$300.00	$1,200.00	$650.00	$2,600.00
23	Sign Removal & Replacement	2	EA	$200.00	$400.00	$400.00	$800.00	$200.00	$400.00	$1,000.00	$2,000.00	$250.00	$500.00
24	24" White Reflective Pavement Markings Type II (SLD)	360	LF	$15.00	$5,400.00	$12.00	$4,320.00	$12.00	$4,320.00	$8.00	$2,880.00	$10.00	$3,600.00
25	Irrigation/Landscape Allowance	1	LS	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
26	Project Allowance	1	LS	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
	Total Base Bid				**$141,510.00**		**$156,680.00**		**$170,815.00**		**$178,310.00**		**$180,500.00**

Calculation Error by Contractor.
Withdrawn by Contractor.

BID TABULATION
KIMLEY-HORN AND ASSOCIATES, INC.

CHECKED BY: Trenton D. Tidwell, P.E 12/9/2020

Owner:	City of Saginaw
Job No.:	061003146
Project:	Saginaw Elementary Sidewalk Loop
Date:	December 9, 2020

				BIDDER 6		BIDDER 7		BIDDER 8		BIDDER 9		BIDDER 10	
				Greeniverse 5101 E University Drive, Suite 605 Arlington, TX 76002		Westhill Construction, Inc. 402 N. Border Cleburne, TX 76031		A & M Construction and Utilities, Inc. 4950 Grisham Drive Rowlett, TX 75088		A T Construction, LLC 8219 Mossberg Drive Arlington, TX 76002		HQS Construction, LLC P.O. Box 250771 Plano, TX 75025	
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost
Base Bid													
1	Mobilization	1	LS	$18,300.00	$18,300.00	$500.00	$500.00	$10,000.00	$10,000.00	$18,000.00	$18,000.00	$17,500.00	$17,500.00
2	SWPPP ≤ 1 acre	1	LS	$1,980.00	$1,980.00	$1,000.00	$1,000.00	$2,500.00	$2,500.00	$7,500.00	$7,500.00	$3,000.00	$3,000.00
3	Traffic Control	1	LS	$2,400.00	$2,400.00	$1,500.00	$1,500.00	$1,200.00	$1,200.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
4	Remove Concrete Drive	120	SY	$32.40	$3,888.00	$18.00	$2,160.00	$22.00	$2,640.00	$25.00	$3,000.00	$21.00	$2,520.00
5	Remove Concrete Sidewalk	130	SY	$37.80	$4,914.00	$9.00	$1,170.00	$15.00	$1,950.00	$25.00	$3,250.00	$21.00	$2,730.00
6	Remove Concrete Curb & Gutter	330	LF	$9.60	$3,168.00	$12.00	$3,960.00	$8.00	$2,640.00	$15.00	$4,950.00	$27.00	$8,910.00
7	Remove Pavement Markings	330	LF	$4.80	$1,584.00	$6.00	$1,980.00	$3.00	$990.00	$2.50	$825.00	$5.00	$1,650.00
8	Remove Landscaping	110	SF	$3.60	$396.00	$1.00	$110.00	$37.00	$4,070.00	$5.00	$550.00	$10.00	$1,100.00
9	Remove Planter	1	EA	$1,680.00	$1,680.00	$25.00	$25.00	$1,402.00	$1,402.00	$500.00	$500.00	$1,500.00	$1,500.00
10	Remove Stump	1	EA	$660.00	$660.00	$500.00	$500.00	$1,402.00	$1,402.00	$200.00	$200.00	$500.00	$500.00
11	Remove Fence	2	LF	$120.00	$240.00	$250.00	$500.00	$59.00	$118.00	$20.00	$40.00	$50.00	$100.00
12	Unclassified Excavation	90	CY	$30.00	$2,700.00	$10.00	$900.00	$37.00	$3,330.00	$30.00	$2,700.00	$20.00	$1,800.00
13	Embankment	20	CY	$60.00	$1,200.00	$10.00	$200.00	$37.00	$740.00	$100.00	$2,000.00	$60.00	$1,200.00
14	6" Concrete Drive Approach	110	SY	$63.84	$7,022.40	$54.00	$5,940.00	$73.00	$8,030.00	$75.00	$8,250.00	$80.00	$8,800.00
15	4" Concrete Sidewalk	670	SY	$57.36	$38,431.20	$63.00	$42,210.00	$73.00	$48,910.00	$69.00	$46,230.00	$60.00	$40,200.00
16	4" Concrete Sidewalk Adjacent to Back of Curb	320	SY	$74.52	$23,846.40	$63.00	$20,160.00	$73.00	$23,360.00	$72.00	$23,040.00	$80.00	$25,600.00
17	6" Concrete Curb & Gutter	70	LF	$38.76	$2,713.20	$25.00	$1,750.00	$27.00	$1,890.00	$20.00	$1,400.00	$65.00	$4,550.00
18	Barrier Free Ramps	17	EA	$1,465.20	$24,908.40	$2,500.00	$42,500.00	$2,275.00	$38,675.00	$1,500.00	$25,500.00	$2,000.00	$34,000.00
19	Topsoil	840	SY	$7.20	$6,048.00	$12.00	$10,080.00	$7.00	$5,880.00	$10.00	$8,400.00	$5.00	$4,200.00
20	Sod	840	SY	$7.80	$6,552.00	$12.00	$10,080.00	$8.00	$6,720.00	$10.00	$8,400.00	$8.00	$6,720.00
21	Adjust Water Valve/Meter/Box/Service	5	EA	$300.00	$1,500.00	$250.00	$1,250.00	$411.00	$2,055.00	$350.00	$1,750.00	$500.00	$2,500.00
22	Adjust Sanitary Sewer MH Rim	4	EA	$660.00	$2,640.00	$4,500.00	$18,000.00	$747.00	$2,988.00	$500.00	$2,000.00	$1,000.00	$4,000.00
23	Sign Removal & Replacement	2	EA	$720.00	$1,440.00	$200.00	$400.00	$634.00	$1,268.00	$500.00	$1,000.00	$500.00	$1,000.00
24	24" White Reflective Pavement Markings Type II (CL D)	360	LF	$12.00	$4,320.00	$15.00	$5,400.00	$8.00	$2,880.00	$10.00	$3,600.00	$15.00	$5,400.00
25	Irrigation/Landscape Allowance	1	LS	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
26	Project Allowance	1	LS	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
	Total Base Bid				**$192,531.60**		**$202,275.00**		**$205,638.00**		**$213,085.00**		**$219,480.00**

Calculation Error by Contractor.
Withdrawn by Contractor.

BID TABULATION
KIMLEY-HORN AND ASSOCIATES, INC.

CHECKED BY: Trenton D. Tidwell, P.E. 12/9/2020

Owner:	City of Saginaw
Job No.:	061003146
Project:	Saginaw Elementary Sidewalk Loop
Date:	December 9, 2020

				BIDDER 11		BIDDER 12	
				Northstar Construction, LLC 2112 Solona Street Fort Worth, TX 76117		The Fain Group, Inc. 2500 Great Southwest Parkway Fort Worth, TX 76106	
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost
Base Bid							
1	Mobilization	1	LS	$26,000.00	$26,000.00	$13,000.00	$13,000.00
2	SWPPP ≤ 1 acre	1	LS	$5,000.00	$5,000.00	$3,500.00	$3,500.00
3	Traffic Control	1	LS	$6,000.00	$6,000.00	$6,000.00	$6,000.00
4	Remove Concrete Drive	120	SY	$24.00	$2,880.00	$21.00	$2,520.00
5	Remove Concrete Sidewalk	130	SY	$23.00	$2,990.00	$20.00	$2,600.00
6	Remove Concrete Curb & Gutter	330	LF	$12.00	$3,960.00	$12.00	$3,960.00
7	Remove Pavement Markings	330	LF	$2.30	$759.00	$3.00	$990.00
8	Remove Landscaping	110	SF	$8.30	$913.00	$3.00	$330.00
9	Remove Planter	1	EA	$40.00	$40.00	$2,000.00	$2,000.00
10	Remove Stump	1	EA	$600.00	$600.00	$350.00	$350.00
11	Remove Fence	2	LF	$122.00	$244.00	$14.00	$28.00
12	Unclassified Excavation	90	CY	$62.00	$5,580.00	$30.00	$2,700.00
13	Embankment	20	CY	$50.00	$1,000.00	$37.00	$740.00
14	6" Concrete Drive Approach	110	SY	$90.00	$9,900.00	$250.00	$27,500.00
15	4" Concrete Sidewalk	670	SY	$58.00	$38,860.00	$70.00	$46,900.00
16	4" Concrete Sidewalk Adjacent to Back of Curb	320	SY	$91.00	$29,120.00	$84.00	$26,880.00
17	6" Concrete Curb & Gutter	70	LF	$36.20	$2,534.00	$68.00	$4,760.00
18	Barrier Free Ramps	17	EA	$1,900.00	$32,300.00	$2,150.00	$36,550.00
19	Topsoil	840	SY	$11.20	$9,408.00	$5.00	$4,200.00
20	Sod	840	SY	$7.30	$6,132.00	$12.00	$10,080.00
21	Adjust Water Valve/Meter/Box/Service	5	EA	$485.00	$2,425.00	$350.00	$1,750.00
22	Adjust Sanitary Sewer MH Rim	4	EA	$560.00	$2,240.00	$950.00	$3,800.00
23	Sign Removal & Replacement	2	EA	$430.00	$860.00	$420.00	$840.00
24	24" White Reflective Pavement Markings Type II (SLD)	360	LF	$6.20	$2,232.00	$12.00	$4,320.00
25	Irrigation/Landscape Allowance	1	LS	$10,000.00	$10,000.00	$10,000.00	$10,000.00
26	Project Allowance	1	LS	$20,000.00	$20,000.00	$20,000.00	$20,000.00
	Total Base Bid				**$221,977.00**		**$236,298.00**

Calculation Error by Contractor.
Withdrawn by Contractor.

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(i)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

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BACKGROUND/DISCUSSION:
The northwest area of the City of Saginaw is subject to low water pressure. The lack of pressure can be exacerbated by construction of multistoried housing or business structures. In order to correct the problem construction of a booster pump station is recommended to bring pressures to an acceptable level.

KHA has prepared an IPO providing design and construction phase services for the booster pump. The pump will be located adjacent to the Park Center Elevated Storage Tank in William Houston Park.

The services and costs for the IPO are as follows:

Task Name	Budgeted Amount	Fee Type
Conceptual Design	$7,500	Lump Sum
Preliminary Design	$15,000	Lump Sum
Final Design	$25,000	Lump Sum
Bidding	$5,000	Lump Sum
Construction Contract Administration	$10,000	Reimbursable
Total	$62,500	

FINANCIAL IMPACT:
The Fiscal Impact of this action is $62,500. Funds will come from Water Impact Fees.

RECOMMENDATION:

It is recommended that the City Council authorize the Award the IPO with KHA for the Northwest Booster Pump Station in the amount of $62,500.

ATTACHMENTS:

Description

KHA IPO

Kimley»Horn

July 2, 2020

Mr. Rick Trice
City of Saginaw
205 Brenda Lane
Saginaw, Texas 76179

RE: ***Northwest Booster Pump Station***

Dear Rick:

Please find attached the Individual Project Order (IPO) No. Northwest Booster Pump Station (reference the master agreement dated April 17, 2012).

Please contact me at (817) 339-2248 or andrew.simonsen@kimley-horn.com should you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928



Andrew Simonsen, P.E.
Project Manager

INDIVIDUAL PROJECT ORDER NUMBER – Northwest Booster Pump Station

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and The City of Saginaw, Texas (the "Client" or "City") in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: Northwest Booster Pump Station

Project Understanding:

The Client desires to increase pressure to the northwest portion of the City and the water service area utilizing a water booster pump station. The portion of the City that the pressure will be boosted for is approximately bounded by Old Decatur Blvd., Park Center Blvd., Knowles Dr., Bailey Boswell Rd., and Saginaw Blvd.

Specific Scope of Basic Services:

Task 1 – Site Planning and Concept Design

The Consultant will provide the following professional services under this task:

1. Conceptual Site Layout
    a. The Consultant will prepare one (1) conceptual site layout of the proposed pump station site showing the existing site infrastructure, proposed pump station building, and proposed yard piping for the Client's review.
    b. The Consultant will prepare one (1) conceptual site layout of the proposed check valve vault site showing the existing site infrastructure, proposed check valve vault, and proposed yard piping for the Client's review.

Meetings:

- Site visit to review proposed pump station site and check valve vault site.
- Prepare for and present conceptual site layout to Client.

Deliverables:

- Three (3) copies of 11" x 17" conceptual site layout.

Services/Deliverables provided by the Client:

- Review and provide comments on conceptual site layout.

Task 2 – Preliminary Design

The Consultant will proceed with Task 2 once Task 1 has been completed and approved by the Client. The Consultant will provide the following professional services under this task:

1. Design Survey –The Consultant will perform a design level survey of the proposed pump station site and proposed check valve vault site consisting of the following:
    a. Locate property corners (where available) for the purposes of establishing property boundaries.
    b. Collect topographic information.

c. Locating visible features such as marked existing utilities and their appurtenances, 6-inch diameter trees and larger, edge of pavement, fences, building corners, and building finished floor elevations.
d. Establish site benchmarks and control points.
e. It is understood that a vacuum truck will be provided by the City if potholing of existing utilities is necessary.

2. Geotechnical Analysis – Consultant will perform a geotechnical analysis of the proposed pump station building and check valve vault utilizing a qualified geotechnical laboratory to determine subsurface conditions and make recommendations regarding embedment, backfill and excavation parameters. The geotechnical analysis will include the following:
    a. Subsurface exploration including up to two (2) sample bores at the proposed pump station building and check valve vault.
    b. Laboratory tests for classification purposes and strength characteristics.
    c. Engineering services that address soil and groundwater conditions.
    d. Prepare a geotechnical report that presents the results of the field and laboratory data as well as analysis and recommendations. The data contained in the geotechnical report will be made available to contractors during the bidding process for information purposes.

3. Preparation of Preliminary Construction Plans – The Consultant will prepare engineering plans for construction purposes. Plans will consist of 11" x 17" plan sheets. The Consultant will provide the following information on the plan sheets:

    a. Civil Sheets
        i. Site Plan
        ii. General Notes
        iii. Yard Piping
        iv. Standard Details

    b. Mechanical Sheets
        i. General notes
        ii. Equipment layout

4. Utility and ROW Holder Coordination – Consultant will coordinate with the entities below throughout the design of the project. Coordination is understood to include obtaining design standards, gathering information on existing utilities, submitting utility plans and permits, and organizing and leading meetings.
    c. City Staff
    a. Franchise utilities (gas, phone, electric)
    b. TxDOT

5. TxDOT Utility Crossing Permit – Consultant will prepare and submit an application for utility relocations in US 287 Right-of-Way for approval by TxDOT.

6. Opinion of Probable Construction Cost – The Consultant will prepare preliminary opinions of probable construction cost for the project The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over

competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

7. Separate Instrument Easement Exhibits – Consultant will prepare one (1) easement exhibits and metes & bound descriptions for separate instrument easements, as required.

8. Review Meeting – Consultant will facilitate a review meeting with City Staff to present the utility design.

Meetings:

a. One (1) review meeting with City Staff.

Deliverables:

a. Two (2) copies of geotechnical report.
b. Four (4) copies of preliminary plans.
c. Four (4) copies of the preliminary OPCC.
d. Four (4) copies of separate instrument easement exhibits.

Services/Deliverables provided by the Client:

a. Attend review meeting.
b. Review and comment on preliminary plans and specifications.
c. Provide a vacuum truck for potholing of existing utilities, if necessary.

Task 3 – Final Design

The Consultant will proceed with Task 3 once Task 2 has been completed and approved by the Client. The Consultant will provide the following professional services under this task:

1. Preparation of Final Construction Plans – The Consultant will update the final construction plans based on comments from the Client. Plans will consist of 11" x 17" plan sheets. The Consultant will provide the following information on the plan sheets:

    a. Civil Sheets
        i. Site Plan
        ii. General Notes
        iii. Grading
        iv. Yard Piping
        v. Erosion Control
        vi. Standard Details

    b. Mechanical Sheets
        i. General notes
        ii. Equipment layout

2. Contract Documents – Specifications will include technical specifications for materials and installation of the proposed facilities. The Contract Documents will be based upon the NCTCOG *Standard Specifications for Public Works Construction* and the Client's requirements for Public Works Construction will govern all other specifications.

3. Opinion of Probable Construction Cost – Consultant will prepare final opinions of probable construction cost. Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only Consultant's judgment as a design professional familiar with the construction industry. Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Meetings:

a. One (1) meeting with City Staff to review 100% Design.

Deliverables:

a. Six (6) copies of 100% final plans, specifications, Contract Documents and final OPCC.

Services/Deliverables provided by the Client:

a. Attend review meeting.
b. Approve 100% submittal.

Task 4 – Bidding

Consultant will provide the following professional services under this task:

1. Final Contract Documents – Consultant will prepare and issue the project for advertisement utilizing the CivCast website.

2. Notice to Bidders – Consultant will prepare a notice to bidders. The Client will be responsible for submitting the Notice to newspapers for advertisement. Advertising will be billed directly to the Client by the newspaper.

3. Addenda – Consultant will answer contractor questions during the bid process. Consultant will issue addenda as required.

4. Bid Opening – Consultant will attend the bid opening, prepare a tabulation of bids, and prepare a letter summarizing the bids to the Client for award of contract.

5. Execution – Consultant will prepare five (5) sets of the Contract Documents for execution by the contractor, receive and review such documents for completeness, and forward to the Client for review and execution.

Meetings:

a. Bid Opening – as described above.

Deliverables:

a. Final Contract Documents – as described above.
b. Notice to Bidders – as described above.

c. Addenda – as described above.
d. Tabulation of Bids – as described above.
e. Letter Summarizing Bids – as described above.
f. Contract Documents for Execution – as described above.

Services/Deliverables provided by the Client:

a. Award of Contract to Contractor.
b. Review and Execute Contract Documents.

Task 5 – Construction Contract Administration

Consultant will provide professional construction phase services to the Client during construction of this project. The estimated construction period of the project is two (2) months for the basis of establishing the Consultant's Fee. The construction phase services are as follows:

- Pre-Construction Conference – The Consultant will conduct a pre-construction conference prior to commencement of work at the site.
- Visits to Site and Construction Observation – The Consultant will provide on-site construction observation services during the construction phase. Consultant will make visits at intervals as directed by Client in order to observe the progress of the Work. Such visits and observations by Consultant are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress. Observations are to be limited to spot checking, selective measurement, and similar methods of general observation of the Work based on Consultant's exercise of professional judgment. Based on information obtained during such visits and such observations, Consultant will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Consultant will keep Client informed of the general progress of the Work.
- The purpose of Consultant's site visits will be to enable Consultant to better carry out the duties and responsibilities specifically assigned in this Agreement to Consultant, and to provide Client a greater degree of confidence that the completed Work will conform in general to the Contract Documents. Consultant shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall Consultant have authority over or responsibility for the means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, nor for any failure of Contractor to comply with laws and regulations applicable to Contractor's furnishing and performing the Work. Accordingly, Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.
- Recommendations with Respect to Defective Work – The Consultant will recommend to Client that Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, Consultant believes that such work will not produce a completed Project that conforms generally to Contract Documents.
- Clarifications and Interpretations – The Consultant will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents to Client as appropriate to the orderly completion of Contractor's work. Any orders authorizing variations from the Contract Documents will be made by Client.

- Change Orders – The Consultant may recommend Change Orders to Client, and will review and make recommendations related to Change Orders submitted or proposed by the Contractor.
- Shop Drawings and Samples – The Consultant will review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.
- Substitutes and "or-equal" – The Consultant will evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor in accordance with the Contract Documents, but subject to the provisions of applicable standards of state or local government entities.
- Inspections and Tests – The Consultant may require special inspections or tests of Contractor's work as Consultant deems appropriate, and may receive and review certificates of inspections within Consultant's area of responsibility or of tests and approvals required by laws and regulations or the Contract Documents. Consultant's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. Consultant shall be entitled to rely on the results of such tests and the facts being certified.
- Disagreements between Client and Contractor – The Consultant will, if requested by Client, render written decision on all claims of Client and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the progress of Contractor's work. In rendering such decisions, Consultant shall be fair and not show partiality to Client or Contractor and shall not be liable in connection with any decision rendered in good faith in such capacity.
- Applications for Payment – Based on its observations and on review of applications for payment and accompanying supporting documentation, Consultant will determine the amounts that Consultant recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute Consultant's representation to Client, based on such observations and review, that, to the best of Consultant's knowledge, information and belief, Contractor's work has progressed to the point indicated and that such work-in-progress is generally in accordance with the Contract Documents subject to any qualifications stated in the recommendation. In the case of unit price work, Consultant's recommendations of payment will include determinations of quantities and classifications of Contractor's work, based on observations and measurements of quantities provided with pay requests.
- By recommending any payment, Consultant shall not thereby be deemed to have represented that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Consultant in this Agreement. It will also not impose responsibility on Consultant to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, nor to determine that title to any portion of the work in progress, materials, or equipment has passed to Client free and clear of any liens, claims, security interests, or encumbrances, nor that there may not be other matters at issue between Client and Contractor that might affect the amount that should be paid.

- Substantial Completion – The Consultant will, promptly after notice from Contractor that it considers the entire Work ready for its intended use, in company with Client and Contractor, conduct a site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list. If after considering any objections of Client, Consultant considers the Work substantially complete, Consultant will notify Client and Contractor.
- Final Notice of Acceptability of the Work – The Consultant will conduct a final site visit to determine if the completed Work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Consultant may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Consultant shall also provide a notice that the Work is generally in accordance with the Contract Documents to the best of Consultant's knowledge, information, and belief based on the extent of its services and based upon information provided to Consultant upon which it is entitled to rely.
- Limitation of Responsibilities – The Consultant shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing the Work. Consultant shall not have the authority or responsibility to stop the work of any Contractor.
- Record Drawings – Prepare project "Record Drawings" based on information provided by the Contractor and/or Client as to the actual field placement of the work including any changes or deletions. Consultant is not responsible for the accuracy of the information provided by the Contractor and/or the Client. Consultant will provide the following deliverables:
    - One (1) set of reproducible (22" x 34") Record Drawings.
    - One (1) set of .pdf file Record Drawings (each sheet will be a separate .pdf file)

Deliverables:

- Shop Drawing Reviews – as described above
- Contractor's Estimates – as described above
- Record Drawings – as described above

Services/Deliverables provided by the Client:

- Resident project representative and inspection.
- Provide input on progress of work.
- Payment of the Contractor.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the Client, will be considered additional services. Additional services include, but are not limited to, the following:

- Design level survey beyond that specifically included in the Scope of Services referenced above
- Architectural design beyond that specifically included in the Scope of Services referenced above
- Electrical design beyond that specifically included in the Scope of Services referenced above
- Design profile or details beyond that specifically included in the Scope of Services referenced above
- Geotechnical engineering field work and report beyond that specifically included in the Scope of

Services referenced above
- Professional services related to easement acquisition
- Separate instrument easement exhibits
- Franchise utility coordination and/or design beyond those specifically included in the Scope of Services referenced above.
- Subsurface Utility Engineering (SUE)
- Preparation of Title Policies and Assisting in Condemnation Services during property acquisition.
- Attendance at Public Meetings beyond those specifically included in the Scope of Services referenced above.
- Preparation of platting documents and/or real property survey for site acquisition.
- Construction Staking
- Making significant modifications to the plans and specifications after the preliminary submittals have been approved by the Client
- Any additional changes to the Contract Documents necessary to break the project into phases.
- Providing resident project representation services (RPR), on-site inspection, during the construction phase of the project
- Establish new survey monuments for any of the proposed sites
- Sampling, testing, or analysis beyond that specifically included in the Scope of Services referenced above
- Providing professional services associated with the discovery of any hazardous waste or materials in the project route
- Assisting Client or Contractor in the defense or prosecution of litigation in connection with or in addition to those services contemplated by this Agreement. Such services, if any, will be furnished by Consultant on a fee basis negotiated by the respective parties outside of and in addition to this Agreement
- Accompanying the Client's personnel when meeting with the Texas Commission on Environmental Quality, U.S. Environmental Protection Agency or other regulatory agencies during the course of the Project. Consultant will assist the Client's personnel on an as-needed basis in preparing compliance schedules, progress reports, and providing general technical support for the Client's compliance efforts
- Preparing applications and supporting documents for government grants, loans, or planning advances, and providing data for detailed applications
- Appearing before regulatory agencies or courts as an expert witness in any litigation with third parties or condemnation proceedings arising from the development or construction of the Project, including the preparation of engineering data and reports for assistance to the Client.
- Any services not listed in the Scope of Services

Schedule

Consultant will begin services upon receipt of Notice to Proceed.

Due to the everchanging circumstances surrounding the COVID-19 Virus, situations may arise during the performance of this Agreement that affect availability of resources and staff of Kimley-Horn, the client, other consultants, and public agencies. There could be changes in anticipated delivery times, jurisdictional approvals, and project costs. Kimley-Horn will exercise reasonable efforts to overcome the challenges presented by current circumstances, but Kimley-Horn will not be liable to Client for any delays, expenses, losses, or damages of any kind arising out of the impact of the COVID-19 Virus.

Fee and Expenses

Task Name	Budget Amount	Fee Type
Task 1 – Conceptual Design	$ 7,500	(Lump Sum)
Task 2 – Preliminary Design	$ 15,000	(Lump Sum)
Task 3 – Final Design	$ 25,000	(Lump Sum)
Task 4 – Bidding	$ 5,000	(Lump Sum)
Task 5 – Construction Contract Administration	$ 10,000	(Reimbursable)
Subtotal	$ 62,500	(Estimated)

Consultant will perform the services in Tasks 1 through 4 for the total lump sum fee of $52,500. All permitting, application, and similar project fees will be paid directly by the Client. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Consultant will perform the Services in Task 5 and additional services on a labor fee plus expense basis. Consultant recommends the Client budget $10,000 for this task based on the estimated construction period.

Payment will be due within 25 days of your receipt of the invoice.

ACCEPTED:

CITY OF SAGINAW, TEXAS

BY:_____
Gabe Reaume
City Manager

DATE:_____

KIMLEY-HORN AND ASSOCIATES, INC.

BY:_____
Jeff James
Senior Vice President

DATE:_____

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(j)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
Action regarding Adoption of Resolution No. 2021-1 Recommending Award of Construction Contract to Tarrant County for 2020 Community Development Block Grant Sidewalk Project

BACKGROUND/DISCUSSION:

The City made application to Tarrant County seeking Community Development Block Grant for the 46th year Community Development Block Grant Project (FY 2020).

On March 17, 2020, City Council adopted Resolution 2020-06 designating its 2020 46th year CDBG project as 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, City Council authorized an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. for 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 and the following bids were received by Tarrant County:

Bidder	Bid Amount
Greeniverse Construction	$120,575.00
HQS Construction, LLC	$146,660.00
A&B Construction	$148,510.00
Pavecon Public Works, LP	$151,770.45
Rebcon, Inc.	$225,475.00

Upon review of the Bid Tabulation KHA determined that Greeniverse Construction made a calculation error and recommends that their bid be rejected. KHA has reviewed the references and bids for HQS Construction,

LLC, and recommends that they be awarded the contract.

FINANCIAL IMPACT:
It is recommended that the City Council adopt Resolution N0. 2021-1 recommending that the 46th year CDBG sidewalk construction project be awarded to HQS Construction, LLC in the amount of $146,660.00.

RECOMMENDATION:
It is recommended that the City Council adopt Resolution N0. 2021-1 recommending that the 46th year CDBG sidewalk construction project be awarded to HQS Construction, LLC in the amount of $146,660.00.

ATTACHMENTS:

Description

Resolution 2021-1
Bid Tabulation
KHA Award Recommendation

CITY OF SAGINAW RESOLUTION NO. 2021-1

A RESOLUTION APPROVING THE CITY OF SAGINAW'S 2020- 46th YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT AWARD OF CONTRACT BY TARRANT COUNTY

WHEREAS, the City of Saginaw is eligible to participate in the urban county Community Development Block Grant (CDBG) program administered through Tarrant County; and

WHEREAS, the City of Saginaw applied for and received a 2020 – 46th Year CDBG Grant for a new sidewalk construction in 215-500 blocks of Bluebonnet Street.; and

WHEREAS, on March 17, 2020, the City Council authorized an Individual Project Order with Kimley-Horn and Associates, Inc. for the design of the project; and

WHEREAS, Tarrant County has advertised and received bids for the project; and

WHEREAS, HQS Construction, LLC is the lowest responsible bidder with a bid of $146,660.00 and is recommended for the award of contract by the City's City Engineer.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, THAT:

The City of Saginaw's recommends that Tarrant County award the 2020 – 46th year CDBG project to HQS Construction, LLC in the amount of 146,660.00.

PASSED AND APPROVED THIS 5th DAY OF JANUARY, 2021.

APPROVED: _____

Todd Flippo, Mayor

ATTEST: _____

Janice England, City Secretary

APROVED AS TO FORM AND LEGALITY: _____

Bryn Meredith, City Attorney

BID TABULATION
KIMLEY-HORN AND ASSOCIATES, INC.

CHECKED BY: Trenton D. Tidwell, P.E 12/3/2020

Owner:	City of Saginaw
Job No.:	B-20-UC-48-0001-56-70
Project:	Bluebonnet Street Sidewalks (From Southern Avenue to Green Street)
Date:	December 3, 2020

				BIDDER 1 Greeniverse 5101 E University Dr., Ste. 605 Denton, TX 76208		BIDDER 2 HQS Construction, LLC P.O. Box 250771 Plano, TX 75025		BIDDER 3 A & B Construction LLC 3001 Sale Street, Suite 117 Dallas, TX 75219		BIDDER 4 Pavecon Public Works, LP 3022 Roy Orr Blvd Grand Prairie, TX 75050		BIDDER 5 Rebcon, Inc. 1868 W. Northwest Hwy Dallas, TX 75220	
Item No.	Item Description	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost
Base Bid													
1	Mobilization and Site Prep	1	LS	$18,227.50	$18,227.50	$17,500.00	$17,500.00	$25,000.00	$25,000.00	$24,865.00	$24,865.00	$36,000.00	$36,000.00
2	SWPPP ≤ 1 acre	1	LS	$2,300.00	$2,300.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$1,647.90	$1,647.90	$2,500.00	$2,500.00
3	Traffic Control	1	LS	$1,725.00	$1,725.00	$10,000.00	$10,000.00	$8,000.00	$8,000.00	$2,793.60	$2,793.60	$8,000.00	$8,000.00
4	Remove Concrete Drive	170	SY	$20.70	$3,519.00	$21.00	$3,570.00	$27.00	$4,590.00	$22.00	$3,740.00	$25.00	$4,250.00
5	Remove Concrete Sidewalk	20	SY	$25.88	$517.50	$21.00	$420.00	$27.00	$540.00	$27.80	$556.00	$18.00	$360.00
6	Remove Concrete Curb & Gutter	60	LF	$9.20	$552.00	$25.00	$1,500.00	$15.00	$900.00	$11.70	$702.00	$22.00	$1,320.00
7	Remove Pavement Markings	310	LF	$3.45	$1,069.50	$5.00	$1,550.00	$3.00	$930.00	$6.00	$1,860.00	$5.00	$1,550.00
8	Remove Tree	5	EA	$437.00	$2,185.00	$500.00	$2,500.00	$500.00	$2,500.00	$752.55	$3,762.75	$2,000.00	$10,000.00
9	Unclassified Excavation	90	CY	$23.00	$2,070.00	$20.00	$1,800.00	$50.00	$4,500.00	$96.40	$8,676.00	$110.00	$9,900.00
10	Embankment	20	CY	$46.00	$920.00	$60.00	$1,200.00	$50.00	$1,000.00	$122.60	$2,452.00	$150.00	$3,000.00
11	6" Concrete Drive Approach	170	SY	$65.41	$11,120.04	$80.00	$13,600.00	$85.00	$14,450.00	$115.95	$19,711.50	$150.00	$25,500.00
12	4" Concrete Sidewalk	590	SY	$50.20	$29,616.53	$60.00	$35,400.00	$70.00	$41,300.00	$45.90	$27,081.00	$100.00	$59,000.00
13	4" Concrete Sidewalk Adjacent to Back of Curb	90	SY	$50.20	$4,517.78	$80.00	$7,200.00	$70.00	$6,300.00	$54.50	$4,905.00	$116.00	$10,440.00
14	6" Concrete Curb & Gutter	20	LF	$35.15	$702.91	$65.00	$1,300.00	$30.00	$600.00	$61.50	$1,230.00	$150.00	$3,000.00
15	Barrier Free Ramps	3	EA	$1,546.75	$4,640.25	$2,000.00	$6,000.00	$1,800.00	$5,400.00	$1,683.80	$5,051.40	$2,500.00	$7,500.00
16	Topsoil	740	SY	$6.33	$4,680.50	$5.00	$3,700.00	$4.00	$2,960.00	$6.30	$4,662.00	$10.00	$7,400.00
17	Sod	740	SY	$7.48	$5,531.50	$8.00	$5,920.00	$6.00	$4,440.00	$17.85	$13,209.00	$12.00	$8,880.00
18	Adjust Water Valve/Meter/Box/Service	6	EA	$287.50	$1,725.00	$500.00	$3,000.00	$200.00	$1,200.00	$550.00	$3,300.00	$750.00	$4,500.00
19	Sign Removal & Replacement	1	EA	$1,035.00	$1,035.00	$500.00	$500.00	$600.00	$600.00	$570.70	$570.70	$1,000.00	$1,000.00
20	24" White Reflective Pavement Markings Type II (SLD)	1	EA	$920.00	$920.00	$7,000.00	$7,000.00	$300.00	$300.00	$994.60	$994.60	$1,375.00	$1,375.00
21	Irrigation/Landscape Allowance	1	LS	$5,750.00	$5,750.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
22	Project Allowance	1	LS	$17,250.00	$17,250.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00
	Total Base Bid				**$120,575.00**		**$146,660.00**		**$148,510.00**		**$151,770.45**		**$225,475.00**

Calculation Error by Contractor.

Kimley»Horn

December 15, 2020

Mr. Rick Trice
City of Saginaw
205 Brenda Lane
Saginaw, TX 76179

Re: Bid Results
Bluebonnet Street Sidewalks (From Southern Avenue to Green Street)
KHA No. 061003145

Dear Mr. Trice:

On December 3, 2020, Tarrant County received bids for the Bluebonnet Street Sidewalks project. The following bid proposals were received:

Contractor	Total Base Bid
Greeniverse	$120,575.00*
HQS Construction, LLC	$146,660.00
A&B Construction, LLC	$148,510.00
Pavecon Public Works, LP	$151,770.45
Rebcon, Inc.	$225,475.00

Bid is invalid

Kimley-Horn and Associates, Inc. has reviewed the lowest bidder's qualifications and has verified that the Contractor's bonding company is licensed in the State of Texas. Based on these reviews, it appears that HQS Construction, LLC is the lowest responsive bidder.

Enclosed is a copy of the bid tabulation for your reference. Thank you for the opportunity to be of service to the City of Saginaw.

Should you have any questions or comments, please to not hesitate to contact me.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928

Trenton Tidewll, P.E.

Enclosure

Copy to: Mr. Gabe Reaume, City Manager, City of Saginaw
Mr. Dolph Johnson, Assistant City Manager, City of Saginaw

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (4)(k)

Staff Contact: Keith C. Rinehart
Director of Community & Economic Development

E-mail: krinehart@saginawtx.org

Phone: 8172300331

SUBJECT:
Action to renew and award the annual Janitorial Services Contract to Oriental Building Services

BACKGROUND/DISCUSSION:
In 2016, staff advertised for janitorial services. Oriental Building Services (OBS) was the low-bid and has had our janitorial services contract since late 2016. Since the awarding of the contract, the janitorial services provided has been steady at all city facilities. Occasionally, we would encounter issues with the services but OBS would correct the problem immediately. They have always been responsive to any issues and corrected problems immediately even if it required changing their staff.

In late-2016, Oriental Building Services provided services at a monthly cost of $5,989 and yearly cost of $71,868. Over these past few years, we did add three facilities to the list to be cleaned. Our current contracted amount is $76,574.40 annually ($6,381.10 monthly). During our recent discussions, OBS requested only a 3.5% increase in charges from their original bid in 2016 thus increasing the monthly cost to $6,763.71 and yearly cost to $81,164.52 (with the additional facilities included).

FINANCIAL IMPACT:
The cost will be $81,164.52 annually ($6,763.71 monthly).

RECOMMENDATION:
Staff recommends awarding a new two (2) year janitorial services contract with three (3) additional one (1) year option years to Oriental Building Services to clean all municipal facilities.

ATTACHMENTS:

Description

Council Communique

City of Saginaw

Community & Economic Development Department
333 W. McLeroy Blvd., Saginaw, Texas 76179

Council Agenda Background

To: Gabe Reaume, City Manager

From: Keith C. Rinehart, Director of Community & Economic Development

Date: City Council Meeting – January 5, 2021

ITEM:

Consideration and action to renew and award the annual Janitorial Services Contract to Oriental Building Services

PRESENTER:

Keith C. Rinehart, Director of Community & Economic Development

DISCUSSION:

In 2016, staff advertised for janitorial services. Oriental Building Services (OBS) was the low-bid and has had our janitorial services contract since late 2016. Since the awarding of the contract, the janitorial services provided has been steady at all city facilities. Occasionally, we would encounter issues with the services but OBS would correct the problem immediately. They have always been responsive to any issues and corrected problems immediately even if it required changing their staff.

In late-2016, Oriental Building Services provided services at a monthly cost of $5,989 and yearly cost of $71,868. Over these past few years, we did add three facilities to the list to be cleaned. Our current contracted amount is $76,574.40 annually ($6,381.10 monthly). During our recent discussions, OBS requested only a 3.5% increase in charges from their original bid in 2016 thus

increasing the monthly cost to $6,763.71 and yearly cost to $81,164.52 (with the additional facilities included).

RECOMMENDATION:

Staff recommends awarding a new two (2) year janitorial services contract with three (3) additional one (1) year option years to Oriental Building Services to clean all municipal facilities.

FINANCIAL IMPACT:

- The cost will be $81,164.52 annually ($6,763.71 monthly). Additional costs (per square foot) can be incurred with the stripping and waxing of floors and/or hot water extraction carpet cleaning (those separate fees are included in the contract).
    - Our original contract pays $71,868 annually ($5,989 monthly) which began January 2017.
    - Our current contracted amount is $76,574.40 annually ($6,381.10 monthly).

ATTACHMENTS:

- Contract for Janitorial Services
- Attachment "A" (List of facilities and duties performed)

If you have any questions, please contact me at 817-230-0331.

Thank you,



Keith C. Rinehart, Director of Community & Economic Development

City of Saginaw, Texas

Annual Contract
for
Janitorial Services

The City of Saginaw is awarding the **Annual Contract of Janitorial Services** for the City of Saginaw to Oriental Building Services. The City of Saginaw will not enter into any contract where the cost is provisional upon such clauses as "escalator" or "cost-plus" clauses.

All **insurance requirements**, including Worker's Compensation as outlined in the Texas State Statutes, shall be met prior to any delivery and shall remain in effect during the life of this contract.

Invoices shall be sent directly to the City of Saginaw, Attention: Accounts Payable, 333 West McLeroy Blvd., Saginaw, Texas 76179. It is the intention of the City of Saginaw to make payment within thirty (30) days after receipt of invoice unless unusual circumstances arise.

The City of Saginaw shall not pay for work, equipment, or supplies which are unsatisfactory. The successful bidder will be given a reasonable opportunity before termination to correct the deficiencies, **continuing non-performance** of the successful bidder in terms of Specifications shall be a basis for the termination of the contract by the City in which case default will be declared and all the successful bidder's rights shall terminate. This, however, shall in no way be construed as negating the basis for termination for non-performance. The successful bidder, in submitting this Bid, agrees that The City of Saginaw shall not be liable to prosecution for damages in the event that the City declares the Bidder in default.

The **contract may be terminated** by either party upon written thirty (30) days written notice prior to cancellation.

Bids will be considered irregular if they show any omissions, alteration of form, additions or conditions not called for, or irregularities of any kind. However, the City of Saginaw reserves the right to waive any irregularities and to make award in the best interest of the City of Saginaw.

The City of Saginaw reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities for the best interest of the City of Saginaw. Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids received after the time limit for receiving bids.
2. Bids containing any irregularities.
3. Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion among the Bidders;
2. Reasonable grounds for believing that any Bidder is interested in more than one Bid for the work contemplated;
3. The Bidder being interested in any litigation against the City of Saginaw;
4. The Bidder being in arrears on any existing contract of having defaulted on a previous contract;
5. Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.;
6. Uncompleted work, which in the judgment of the City of Saginaw, will prevent or hinder the prompt completion of additional work, if awarded.

Due care and diligence has been used in preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the bidder. The City of Saginaw and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the bidder to determine the full extent of the exposures. The successful bidder may not assign their rights and duties under an award without the written consent of the City of Saginaw. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

No public official shall have interest in this contract, in accordance with Texas Local Government Code Title 5, Subtitle C, Chapter 171. The attached conflict of interest form must be completed and returned with the bid package. A list of City officials and employees relevant to the conflict of interest questionnaire required for this contract is available from the City Secretary's office.

An agreement or contract between the successful bidder and the City of Saginaw shall be governed and construed according to the laws of the State of Texas. Performance of the agreement is in Tarrant County, Texas.

Special Terms and Conditions

Contract Terms: Successful bidder(s) will be awarded a two (2) year contract, **effective January 6, 2021** or from notice to proceed as determined by the City of Saginaw. At the City of Saginaw's option and approval by the Saginaw City Council, the contract may be renewed for three (3) additional one (1) year periods, as further explained in Renewal Options. **Prices must remain firm in accordance with the terms and conditions outlined in the contract. Prices must remain firm for the initial two (2) year contract period. For each subsequent year, the City of Saginaw may consider a proposed increase in the janitorial services rate from the successful bidder (if any) that follows the Consumer Price Index (CPI) rate.**

Renewal Options: The City of Saginaw reserves the right to exercise an option to renew the contract of the successful bidder for three (3) additional one (1) year periods, provided such option is agreed upon by both parties. Prior to the completion of each additional year period, the contract will be reviewed and it will be determined whether to continue the contract for an additional year. If the City of Saginaw exercises the right in writing, the successful bidder shall update and submit any legal documents required during the initial solicitation by no later than sixty (60) calendar days prior to the commencement of the option period. These documents, include, but are not limited to, Insurance Certificates and must be in force for the full period of the option. If the updated documents are not submitted by the Bidder in complete form within the time specified, the City of Saginaw will rescind its option and seek a new bid solicitation.

SPECIAL CONDITIONS

Insurance Requirements:

1. The Contractor shall take out, pay for and maintain at all times during the prosecution of the work under contract, the following forms of insurance, in carriers acceptable to and approved by the City of Saginaw.

    a. Workers' Compensation – statutory

    b. Employer's Liability - $500,000

    c. Comprehensive Commercial General Liability:

        i. Bodily Injury / Personal Injury - $1,000,000 per occurrence
        ii. Property Damage - $1,000,000 aggregate

    d. Automobile Liability

        i. Bodily Injury - $100,000 per accident or $500,000 aggregate
        ii. Property Damage - $100,000 each occurrence

    e. Contractual Liability – same limits as above

2. The City of Saginaw reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by the City of Saginaw based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Contractor.

3. Required Provisions:

    a. Proof of Carriage of Insurance – Prior to any work commencing, the successful bidder shall be required to file all certificates of insurance in duplicate with the City of Saginaw at 400 South Saginaw Blvd.

    b. All certificates shall provide that the City of Saginaw will receive an unconditional thirty (30) days written notice in case of cancellation or any major change.

    c. As to all applicable coverage, certificates shall name the City of Saginaw and its officers, employees, and elected representatives as an additional insured.

d. All copies of the certificates of insurance shall reference the project name for which the insurance is being supplied.

e. The Contractor agrees to waive subrogation against the City of Saginaw, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the proceeds of insurance.

f. The Contractor is responsible for making sure any sub-contractor(s) performing work under this agreement has the required insurance coverage(s) and supplies the City of Saginaw with the proper documents verifying this coverage.

BID EVALUATION CRITERIA

Evaluation Criteria: The contract will be awarded to the bidder who provides the goods or services at the best value for the City. In determining best value for the City, the City may consider:

1. The purchase price;
2. The reputation of the Bidder and of the Bidder's goods or services;
3. The quality of the Bidder's goods or services;
4. The extent to which the goods or services meet the City's needs;
5. The Bidder's past relationship with the City;
6. The impact on the ability of the City to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
7. The long-term cost to the City to acquire the Bidder's goods or services;

Quantities indicated on the Bid Proposal Forms are estimates based upon the best available information. The City of Saginaw reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

TECHNICAL SPECIFICATIONS

1. Background

a. The City of Saginaw is requesting bids to provide Janitorial Services at City of Saginaw facilities based on a "Monthly / Square Footage Rate". Services provided will be those normally associated with janitorial work and are described in this Bid Package.

b. The buildings of the City of Saginaw include:

i. Recreation Center
ii. Public Works Service Center
iii. Public Works Fleet Maintenance Center
iv. Public Library
v. Police Station
vi. Senior Center
vii. Community Center
viii. Fire Department Administration
ix. City Hall
x. Animal Services
xi. Building Inspections

c. Building addresses, square footage, and day and time schedules are provided in Attachment "A".

d. The City of Saginaw is requesting a "Separate/ Add Alternate Bid Price" to provide stripping & waxing of hard and resilient flooring, and hot water extraction method of cleaning carpet. Specifications for these services are covered in "Section IV., Additional Services.

2. General Information

a. Buildings to be serviced and work schedules (See Attachment "A")

i. The City of Saginaw reserves the right to decrease or increase the square footage at any facility. The City of Saginaw also retains the option to add additional facilities or discontinue services at any facility should the need arise.

b. Service Times (See Attachment "A")

i. The City of Saginaw reserves the right to decrease or increase the number of days at any facility. Service times for most facilities will be during the evening and night hours, in most cases after 8:00 p.m. However, some facilities may require cleaning during business hours or weekends.

3. Length of Agreement

a. The successful bidder will be awarded a two (2) year contract, effective **January 6, 2021** or from notice to proceed as determined by the City of Saginaw. At the City of Saginaw's option and approval by the City Council, the contract may be renewed for three (3) additional one (1) year periods, as further explained in Renewal Options (see Special Terms and Conditions). Prices must remain firm for the initial two (2) year contract period. For each subsequent year, the City of Saginaw may consider an increase that follows the Consumer Price Index (CPI) rate.

b. The successful bidder will contact the City of Saginaw one hundred twenty (120) days prior to the expiration of each contract period to notify the City of the proposed Monthly / Square Footage Rate for the coming year. The City of Saginaw will then have thirty (30) days to respond in writing. If the new Monthly / Square Footage Rates are deemed acceptable, the Contractor and the City of Saginaw will proceed with the renewal option.

4. Supplies, Materials and Equipment

a. General: It is the intent of these specifications to describe the janitorial services required by the City of Saginaw. All normal and usual services and materials not specifically mentioned which are necessary to provide a complete and acceptable service shall be included in the bid and shall conform in quality of materials, workmanship and performance to that which is usually provided for this service.

b. Materials and Supplies provided by the City of Saginaw: The City will provide all paper towels, toilet paper, hand soap, paper seat covers, air fresheners, hand sanitizer and urinal aides.

c. Contractor supplied Materials and Supplies: The contractor shall furnish all supplies, materials and equipment necessary for the provision of complete janitorial services. The Contractor will supply all necessary cleaning supplies and trash bags, including but not limited to the following: all chemicals for cleaning, floor finishing for hard surface and carpeted floors, and trash bags necessary for lining all trash receptacles. All chemicals must meet OSHA, EPA and Air Quality standards. These supplies, materials and equipment must be of a quality acceptable to the City of Saginaw. The contractor shall not use any material which the City of Saginaw's contract representative determines unsuitable or harmful to any part of the building, its contents or occupants.

d. Equipment and Labor: The Contractor will provide all equipment and labor necessary to perform the cleaning services, including vacuum cleaners, hard floor cleaning and polishing equipment, and all labor to perform the cleaning services and replenish all receptacles for paper products and soap dispensers. Equipment shall be of the size and type customarily used in work of this kind and shall meet the approval of the City of Saginaw's contract representative. Equipment deemed by the City of Saginaw's representative to be of improper type or design or inadequate for the purpose intended shall be replaced by the contractor. All equipment must be kept clean and well maintained.

e. Call Backs: If at any time the City feels that the Contractor did not adequately perform its task, the City may contact the Contractor and request that they return and complete the work or correct the discrepancy. The Contractor shall respond within two (2) hours. If requested to return and complete the work, the Contractor shall respond and correct the problem within two (2) hours.

f. Complaints: The Contractor shall take corrective action within forty-eight (48) hours, when a complaint has been issued from the City, unless the City representative authorizes another course of action.

g. Power, Water and Storage: Electrical power will be furnished by the City of Saginaw through existing power outlets for the contractor's use to operate such equipment as is necessary in the conduct of his/her work. Hot and cold water will also be made available as necessary for that purpose. A small storage space will be made available for securing equipment and supplies. The City of Saginaw will not be responsible for lost or missing equipment and supplies or damage to any equipment or supplies.

h. Keys: At the initiation of the contract, door keys and numerical codes for keyless locks will be issued to the contractor for all buildings to be cleaned. All keys will be maintained according to policies approved by the City of Saginaw's contract representative. The contractor shall not alter any lock or reproduce any key. **Lost keys shall be the full responsibility of the Contractor and replacement keys will be issued by the City at a cost of $5.00 each.** If the City determines, that due to a lost key or keys, locks need to be changed to prevent a possible breach of security, the cost of lock replacement shall be charged to the contractor.

All doors that are locked inside the buildings when the service personnel enter the areas shall be locked when leaving the building. Entrance and exit doors of all buildings shall be secured and required alarms set by contractor personnel when leaving the buildings. During cleaning services, the contractor personnel shall ensure that all outside doors are secured to prevent entrance by unauthorized people.

5. Conduct of Contractor's Employees

a. The Contractor shall prohibit his/her employees from disturbing papers on desks, opening desk drawers or cabinets and using telephones or office equipment.

b. Family members or friends of the contracting firm's designated employees are not permitted to accompany them on the job site.

c. The City of Saginaw reserves the right to require permanent removal of any Contractor Project Manager, Supervisor or employee from City of Saginaw buildings.

d. The Contractor's Project Manager, Supervisor and employees shall be professional, respectful and courteous to all City of Saginaw officers, employees, elected representatives and patrons at all times.

6. Holidays and Requirements

The City of Saginaw observes nine (9) holidays per year. These holidays are:

i. Thanksgiving Day
ii. Day after Thanksgiving
iii. Christmas Eve
iv. Christmas Day
v. New Year's Day
vi. Good Friday
vii. Memorial Day
viii. Independence Day
ix. Labor Day

The City does not specifically require the Contractor to work on the holidays but does require the Contractor to fulfill the requirements of the Contract. If this requires the Contractor to work on holidays observed by the City or the Contractor, then the Contractor shall fulfill obligations at no additional expense to the City.

7. Supervision

The Contractor shall provide supervision of employees working under this agreement at no additional cost to the City of Saginaw. Supervisors and/or Lead Persons must speak, read and clearly understand English for ease of communication with the City of Saginaw. This supervision shall also include on-site inspection of the facilities at the request of the City of Saginaw's contract representative to solve any problem situations which may occur. There shall be at least one contractor "Project Manager" for City of Saginaw buildings. The Project Manager must be able to communicate and understand fluent English for ease of communication with the City of Saginaw. A monthly meeting with the Contractor may be required by the City to discuss work performance.

8. Quality Control

a. The City of Saginaw's contract representative will make periodic inspections of the facilities, documenting his/her findings and providing instructions to the contractor's Project Manager, Supervisor and/or employees, as required.

b. The Contractor or a representative shall be readily available to meet with the City of Saginaw's representative to review deficient or problem areas.

c. Contractor shall provide to the City of Saginaw's contract representative a list of employees (by name) and building/facility assignments. Changes to list must be approved by the City of Saginaw's contract representative prior to new employees start date.

9. Background Checks

Background checks will be conducted by the City of Saginaw's Police Department. The successful Contractor will submit a signed form (supplied by the City of Saginaw) for each employee they will have working on City of Saginaw property. These forms will list the person's name, address, social security number, driver's license number and/or other forms of identification with a picture ID. The person signing the application will give permission to do a background investigation on them. They must pass the background investigation before they can start work on City of Saginaw properties. The backgrounds will be updated periodically and if anyone fails to meet City of Saginaw requirements they will not be allowed to work on any City of Saginaw property.

10. Protection of City of Saginaw Property

a. The Contractor shall be liable for any and all damages to property, plants, equipment, etc., either accidental or deliberate. This shall include, but is not limited to, permanent stains on carpet, walls or floors, broken or damaged equipment, fixtures, furnishings, etc., resulting from any cleaning activity or inappropriate behavior.

b. The City reserves the right to deduct from monthly payment the cost to repair damages caused by negligence of an employee of the contractor.

c. Hazardous conditions and items needing repair (such as leaky faucets, toilet stoppages, etc.) shall be promptly reported by the Contractor to the designated representative of each City of Saginaw building/facility and to the City of Saginaw's contract representative.

11. Subcontracting of Labor

a. **Subcontracting of labor will not be allowed and will not be tolerated**. The only exception will be Floor Care Personnel with pre-approval from the City of Saginaw contract representative. Any bid received containing subcontracted labor (with the exception of Floor Care Personnel) will be considered non-responsive. In the event the awarded vendor provides subcontracted labor to meet the requirement of this bid the City of Saginaw will consider such action as sufficient cause for cancellation of the agreement. The City of Saginaw shall be allowed access to the Contractor's payroll records upon request.

12. Termination

a. All work and services of this agreement can be canceled by the City of Saginaw for any good and sufficient cause. The following by way of example, but not of limitation, may be considered grounds for termination of any agreement entered in to between the City of Saginaw and the Contractor

i. Failure of the Contractor to provide and maintain sufficient labor, supplies or equipment to properly execute the work.
ii. Failure on the part of the Contractor to observe any requirements of the agreement or to comply with any directive given by the City of Saginaw's contract representative provided for in the service specifications.
iii. Failure on the part of the Contractor to use workers not approved for work at any City of Saginaw facility.
iv. Use of any worker that did not pass the pre-employment background investigation/check conducted by the City of Saginaw.
v. Failure to perform satisfactorily the duties as prescribed in this agreement.
vi. Subcontracting work.

13. Service Requirements

a. The following are schedules of services to be performed on a **daily and/or weekly basis**. These are only basic guidelines and are not exclusive of the work to be performed. Any work normally considered janitorial and requested by the City of Saginaw's contract representative shall be performed. The contractor will adhere to all provided procedures and schedules.

b. For greater and specific detail of each facility, see Attachment "A".

14. Cleaning Quality Requirements

a. FLOOR MAINTENANCE

i. For all operations where furniture and equipment must be moved, there shall be no chairs, wastepaper baskets or similar items stacked on desks, tables, window sills, etc. Upon completion of work, all furniture and equipment must be returned to its original position.

ii. Baseboards, walls, stair risers, furniture and equipment shall in no way be splashed, disfigured or damaged during these operations.

iii. After sweeping and mopping, all floors shall be clean and free of dirt streaks. No dirt shall be left in corners, under furniture, behind doors or on stair landings or treads. Likewise, sidewalks, entrances and other assigned areas shall be swept clean of all dirt and trash.

iv. Special attention shall be given to floors around urinals and toilets to prevent stains, eliminate odors and germs, and to provide a uniformly clean appearance throughout.

v. Gymnasium floor at the Recreation Center shall be dust mopped daily and wet mopped weekly with proper water solution. It shall be spot wet mopped as needed with proper water solution.

vi. Racquetball Court floor at the Recreation Center shall be dust mopped daily and spot wet mopped weekly or as needed with proper water solution.

b. MISCELLANEOUS

i. Dusting – Dusting shall be done weekly/and or as needed in all facilities, including but not limited to blinds, vents, light fixtures, ceilings, walls, baseboards, chair legs, table legs, sides of desk, etc. (Tops of desks shall be cleaned only by request). Dust shall not be moved from spot to spot, but removed directly from the area in which it lies by the most effective means (treated dust cloths, vacuum, etc). When doing high cleanings, dust shall not be allowed to fall onto equipment and furniture below.

ii. Damp wiping – This task consists of using a damp cloth or sponge to remove dirt, spots, streaks and smudges from walls, counters and other surfaces and then drying to provide a polished appearance. The wetting solution shall contain an appropriate cleaning agent. When damp wiping in restrooms, a multi-purpose disinfectant/germicidal cleanser shall be used.

iii. Bright metal polishing – May be performed by damp wiping and drying with a suitable cloth if a polished appearance is attained. If a polished appearance is not attained, the City of Saginaw's contract representative shall be contacted for direction as to the use of an appropriate metal polish.

iv. Window & glass cleaning – All entryway windows and glass partitions shall be spot cleaned daily removing all fingerprints, smudges, etc. All other window shall be cleaned in the inside daily unless completely obstructed. All glass shall be clean and free of dirt, dust, grime, streaks and excessive moisture. Window sashes, sills, woodwork and surrounding shall be thoroughly wiped free of drippings

and watermarks. All entry doors shall be cleaned inside and outside, frame-to-frame daily. Kick and push plates cleaned daily.

v. Porcelain ware cleaning – Porcelain fixtures (drinking fountains, washbasins, urinals, toilets, etc.) shall be kept clean and bright. There shall be no dust, spots, stains, rust, green mold or encrustation.

vi. Spot cleaning – Following this operation, smudges, marks or spots shall have been removed without causing discoloration.

15. Additional Services

a. The following service(s) shall be provided as requested.

i. Stripping and Waxing of Floors shall include the complete removal of all old finishes and the application of an Acrylic Sealer and a high quality finish, as approved by City of Saginaw.

1. Flooring shall be finished the same day it is stripped and sufficient drying time shall be allowed between each coat.

ii. Hot water extraction of carpets.

16. Indemnification

a. The contractor shall be responsible for damage to the City's equipment and/or the buildings and its contents, by its' work, negligence in work and its personnel. The contractor shall be responsible and liable for the safety, injury and health of its' working personnel while its employees are performing their duties on City property.

b. CONTRACTOR COVENANTS AND AGREES TO INDEMNIFY, AND DOES HEREBY INDEMNIFY, HOLD HARMLESS AND DEFEND CITY, ITS OFFICERS, AGENTS, SERVANTS AND EMPLOYEES, FROM AND AGAINST ANY AND ALL CLAIMS OR SUITS FOR PROPERTY DAMAGE OR LOSS AND/OR PERSONAL INJURY, INCLUDING DEATH, TO ANY AND ALL PERSONS, OF WHATSOEVER KIND OF CHARACTER, WHETHER REAL OR ASSERTED, (INCLUDING, WITHOUT LIMITATION, REASONABLE FEES AND EXPENSES OF ATTORNEYS, EXPERT WITNESSES AND OTHER CONSULTANTS), ARISING OUT OF OR IN CONNECTION WITH, DIRECTLY OR INDIRECTLY, THE PERFORMANCE OF THE SERVICES UNDER THE CONTRACT, WHETHER OR NOT CAUSED, IN WHOLE OR IN PART, BY ALLEGED NEGLIGENCE OF OFFICERS, AGENTS, SERVANTS, OR EMPLOYEES OF CITY; AND CONTRACTOR HEREBY ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR SUCH CLAIMS OR SUITS. CONTRACTOR SHALL LIKEWISE ASSUME ALL LIABILITY AND RESPONSIBILITY AND SHALL INDEMNIFY CITY FOR ANY AND ALL INJURY OR DAMAGE TO CITY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH ANY AND ALL ACTS OR OMISSIONS OF CONTRACTOR, ITS OFFICERS, AGENTS, SERVANTS, EMPLOYEES, CONTRACTORS, SUBCONTRACTORS, LICENSEES, OR INVITEES.

ANNUAL CONTRACT FOR JANITORIAL SERVICES

The undersigned agrees this bid becomes the property of City of Saginaw after the official bid opening.

The undersigned affirms he/she has familiarized himself/herself with the local conditions under which the work is to be performed; satisfied himself/herself of the conditions of delivery, handling and storage of equipment and all other matters which may be incidental to the work, before submitting a bid.

The undersigned agrees if this bid is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the Specifications. The period for acceptance of this Bid Proposal will be sixty (60) calendar days unless a different period is noted by the bidder.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of City of Saginaw, and that the contents of this bid have not been communicated to any other bidder or to any employee of City of Saginaw prior to the official opening of this bid.

Vendor hereby assigns to purchaser any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this bid package.

NAME AND ADDRESS OF COMPANY:

_____

_____

_____

_____

Tel. No. _____

AUTHORIZED REPRESENTATIVE:

Signature_____

Date _____

Name _____

Title _____

FAX No. _____

E-Mail Address: _____

AFTER HOURS EMERGENCY CONTACT:

Name: _____

Tel. No. _____

CITY OF SAGINAW:

333 West McLeroy Blvd.

Saginaw, Texas 76179

Phone: 817-232-4640

Fax: 817-232-4644

Email Address: info@ci.saginaw.tx.us

AUTHORIZED REPRESENTATIVE:

Signature_____

Date _____

Name _____

Title _____

ANNUAL CONTRACT FOR JANITORIAL SERVICES

BID FORMS/DOCUMENTS CHECKLIST

(√)Indicates Compliance	**A check mark (√) in the space provided indicates these forms/documents have been completed and are included in your bid package. The original of all forms/documents should be submitted. Failure to check all items could result in rejection of the entire bid. All deviations from specifications must be documented separately and included with bid package.**
	1. **Vendor References.** Bidder has provided two (2) references, **other than City of Saginaw.** References must be able to verify the quality of service your company provides and that your company has completed a project of similar size and scope of work to this bid.
	2. **Signatures.** All forms requiring a signature must be signed. Bids not signed will not be considered for award.
	3. **Bid Proposal Forms.** All sections of Bid Proposal Forms have been completed.
	4. **Insurance Certificates (If required).** Bidders must submit all Insurance Certificates with bid.
	5. **Addenda.** When applicable, Bidder acknowledges receipt of all addenda and has included the signed Addenda cover pages in their bid package.
	6. **Conflict of Interest.** The Conflict of Interest Questionnaire Form must be included.
	7. Failure to comply with the requirements set forth in this Request for Bid may result in rejection of bid and/or cancellation of contract after award.
	8. All questions in Section II of Bid Proposal have been answered and are included with bid.
	9. **Accuracy for all mathematical and number entries is the sole responsibility of the bidder.** The City of Saginaw will not be responsible for errors made by the bidder.

The Original of this form must be returned with bid!

ANNUAL CONTRACT FOR JANITORIAL SERVICES

BID PROPOSAL

SECTION I – BID PRICING

1. Square Footage Costs Billed to the City of Saginaw

All costs associated with your Monthly / Square Footage Rate for the cleaning of all City of Saginaw buildings with one (1) Project Manager.

Building / Square Footage	***Bid Quote per Month***
o Recreation Center (26,000 square feet)	$2,233.53
o Public Works Service Center/Fleet Maintenance (5,000 square feet)	$491.62
o City Hall (5,000 square feet)	$517.50
o Public Library (7,000 square feet)	$579.60
o Police Station (13,000 square feet)	$1,278.22
o Senior Center Log Cabin (5,000 square feet)	$439.87
o Community Center (3,000 square feet)	$254.61
o Fire Administration – Station 1 (6,000 square feet)	$403.65
o Animal Services	$182.59
o Building Inspections	$382.51

Total Monthly Rate Billed to the City of Saginaw	$6,763.71

Total Yearly Rate Billed to the City of Saginaw	$81,164.52

NOTE: NO SUBCONTRACTING ALLOWED. NO INDEPENDENT CONTRACTORS

2. Separate / Alternate Bid Price

Cost, per square foot, to provide stripping and waxing, and hot water extraction of carpets, as specified in Section IV of "Technical Specifications" included in this document.

i.	Strip & Wax floors, no furniture moving required	$.25 /sq. ft.
ii.	Strip & Wax floors, furniture moving required	$.33 /sq. ft.
iii.	Hot Water Extraction Carpet Cleaning, no furniture moving required	$.20 /sq. ft.
iv.	Hot Water Extraction Carpet Cleaning, furniture moving required	$.27 /sq. ft.

Attachment "A"
City of Saginaw Buildings

CLEANING SCHEDULE
ANIMAL SERVICES

MONDAY, TUESDAY, WEDNESDAY, THURSDAY, FRIDAY AFTER 10:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**1** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean entrance glass doors inside and out, remove smudges	**5** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**1** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Empty and clean outside ash receptacles	**5** time(s) week
Clean and sanitize drinking fountains/ water cooler	**5** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**5** time(s) week
Spot mop as needed to maintain clean appearance	**5** time(s) week
Remove litter and debris from designated areas	**5** time(s) week

CLEANING SCHEDULE
(Continued)

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet rugs (**ORIENTAL BUILDING** shall not be responsible for staple removal)	**5** time(s) week
Spot removal on carpet floor mats • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**5** time(s) week
Damp mop ceramic and resilient floor areas	**5** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
RESTROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**5** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Clean restroom dispensers and fixtures	**5** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**5** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**5** time(s) week
Wash restroom floors with germicidal cleaner	**5** time(s) week
Clean and polish restroom metal and mirrors	**5** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**5** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**5** time(s) week
Lock doors as instructed, if applicable	**5** time(s) week
Set alarms as instructed, if applicable	**5** time(s) week

CLEANING SCHEDULE
BUILDING INSPECTIONS

MONDAY, TUESDAY, WEDNESDAY, THURSDAY & FRIDAY AFTER 6:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**3** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**5** time(s) week
Clean entrance glass doors inside and out, remove smudges	**5** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Empty and clean outside ash receptacles	**5** time(s) week
Clean and sanitize drinking fountains/ water cooler	**5** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**5** time(s) week
Spot mop as needed to maintain clean appearance	**5** time(s) week
Remove litter and debris from designated areas	**5** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**5** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/sweep wood floor areas	**5** time(s) week
Damp mop wood floor areas	**5** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**5** time(s) week
Clean and disinfect exterior of refrigerator	**5** time(s) week
Restock kitchen paper and soap products	**5** time(s) week
Clean microwaves inside and outside	**5** time(s) week
RESTROOMS/LOCKER ROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**5** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Clean restroom dispensers and fixtures	**5** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**5** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**5** time(s) week
Wash restroom floors with germicidal cleaner	**5** time(s) week
Clean and polish restroom metal and mirrors	**5** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
Clean and disinfect locker room showers	**5** time(s) week
Dust tops and sides of lockers • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**5** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**5** time(s) week
Lock doors as instructed, if applicable	**5** time(s) week
Set alarms as instructed, if applicable	**5** time(s) week

CLEANING SCHEDULE
FIRE DEPARTMENT/ADMIN

MONDAY, TUESDAY, WEDNESDAY, THURSDAY & FRIDAY AFTER 9:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**3** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**5** time(s) week
Clean entrance glass doors inside and out, remove smudges	**5** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Empty and clean outside ash receptacles	**5** time(s) week
Clean and sanitize drinking fountains/ water cooler	**5** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**5** time(s) week
Spot mop as needed to maintain clean appearance	**5** time(s) week
Remove litter and debris from designated areas	**5** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**5** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**5** time(s) week
Damp mop ceramic and resilient floor areas	**5** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**1** time(s) week
Buff VCT Flooring	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPOSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**5** time(s) week
Clean and disinfect exterior of refrigerator	**5** time(s) week
Restock kitchen paper and soap products	**5** time(s) week
Clean microwaves inside and outside	**5** time(s) week
RESTROOMS/LOCKER ROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**5** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Clean restroom dispensers and fixtures	**5** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**5** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**5** time(s) week
Wash restroom floors with germicidal cleaner	**5** time(s) week
Clean and polish restroom metal and mirrors	**5** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
Clean and disinfect locker room showers	**5** time(s) week
Dust tops and sides of lockers • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**5** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**5** time(s) week
Lock doors as instructed, if applicable	**5** time(s) week
Set alarms as instructed, if applicable	**5** time(s) week

CLEANING SCHEDULE
POLICE STATION

MONDAY – SUNDAY AFTER 6:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**3** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**7** time(s) week
Clean entrance glass doors inside and out, remove smudges	**7** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**7** time(s) week
Empty and clean outside ash receptacles	**7** time(s) week
Clean and sanitize drinking fountains/ water cooler	**7** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all book casings and shelves • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**7** time(s) week
Spot mop as needed to maintain clean appearance	**7** time(s) week
Remove litter and debris from designated areas	**7** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**7** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**7** time(s) week
Damp mop ceramic and resilient floor areas	**7** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
Buff VCT flooring to maintain high gloss & scuff free finish	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**7** time(s) week
Clean and disinfect exterior of refrigerator	**7** time(s) week
Restock kitchen paper and soap products	**7** time(s) week
Clean microwaves inside and outside	**7** time(s) week
RESTROOMS/LOCKER ROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**7** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**7** time(s) week
Clean restroom dispensers and fixtures	**7** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**7** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**7** time(s) week
Wash restroom floors with germicidal cleaner	**7** time(s) week
Clean and polish restroom metal and mirrors	**7** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**3** time(s) week
Clean and sanitize restroom partitions	**3** time(s) week
Clean and disinfect locker room showers	**7** time(s) week
Dust tops and sides of lockers • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**7** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**7** time(s) week
Lock doors as instructed, if applicable	**7** time(s) week
Set alarms as instructed, if applicable	**7** time(s) week

CLEANING SCHEDULE
PUBLIC LIBRARY

TUESDAY, WEDNESDAY, THURSDAY, FRIDAY & SATURDAY AFTER 6:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**5** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**5** time(s) week
Clean entrance glass doors inside and out, remove smudges	**5** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Empty and clean outside ash receptacles	**5** time(s) week
Clean and sanitize drinking fountains/ water cooler	**5** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all book casings and shelves • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**5** time(s) week
Spot mop as needed to maintain clean appearance	**5** time(s) week
Remove litter and debris from designated areas	**5** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**5** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**5** time(s) week
Damp mop ceramic and resilient floor areas	**5** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
Buff VCT flooring to maintain high gloss & scuff free finish	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**5** time(s) week
Clean and disinfect exterior of refrigerator	**5** time(s) week
Restock kitchen paper and soap products	**5** time(s) week
Clean microwaves inside and outside	**5** time(s) week
RESTROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**5** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Clean restroom dispensers and fixtures	**5** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**5** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**5** time(s) week
Wash restroom floors with germicidal cleaner	**5** time(s) week
Clean and polish restroom metal and mirrors	**5** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**5** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**5** time(s) week
Lock doors as instructed, if applicable	**5** time(s) week
Set alarms as instructed, if applicable	**5** time(s) week

CLEANING SCHEDULE
PUBLIC WORKS SERVICE CENTER

MONDAY, TUESDAY, WEDNESDAY, THURSDAY & FRIDAY AFTER 6:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**3** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**5** time(s) week
Clean entrance glass doors inside and out, remove smudges	**5** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Empty and clean outside ash receptacles	**5** time(s) week
Clean and sanitize drinking fountains/ water cooler	**5** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**5** time(s) week
Spot mop as needed to maintain clean appearance	**5** time(s) week
Remove litter and debris from designated areas	**5** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**5** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**5** time(s) week
Damp mop ceramic and resilient floor areas	**5** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
Buff VCT flooring to maintain high gloss & scuff free finish	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**5** time(s) week
Clean and disinfect exterior of refrigerator	**5** time(s) week
Restock kitchen paper and soap products	**5** time(s) week
Clean microwaves inside and outside	**5** time(s) week
RESTROOMS/LOCKER ROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**5** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**5** time(s) week
Clean restroom dispensers and fixtures	**5** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**5** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**5** time(s) week
Wash restroom floors with germicidal cleaner	**5** time(s) week
Clean and polish restroom metal and mirrors	**5** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
Clean and disinfect locker room showers	**5** time(s) week
Dust tops and sides of lockers • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**5** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**5** time(s) week
Lock doors as instructed, if applicable	**5** time(s) week
Set alarms as instructed, if applicable	**5** time(s) week

CLEANING SCHEDULE
RECREATION CENTER

MONDAY, TUESDAY, WEDNESDAY, THURSDAY, FRIDAY & SUNDAY AFTER 9:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**3** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**6** time(s) week
Clean entrance glass doors inside and out, remove smudges	**6** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, door knobs and metal thresholds	**3** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**6** time(s) week
Empty and clean outside ash receptacles	**6** time(s) week
Clean and sanitize drinking fountains/ water cooler	**6** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**6** time(s) week
Spot mop as needed to maintain clean appearance	**6** time(s) week
Remove litter and debris from designated areas	**6** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**6** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**6** time(s) week
Damp mop ceramic and resilient floor areas	**6** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
GYMNASIUM dust mopped	**6** time(s) week
GYMNASIUM spot wet mopped weekly	**1** time(s) week
Buff VCT flooring	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**6** time(s) week
Clean and disinfect exterior of refrigerator	**6** time(s) week
Restock kitchen paper and soap products	**6** time(s) week
Clean microwaves inside and outside	**6** time(s) week
RESTROOMS/LOCKER ROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**6** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**6** time(s) week
Clean restroom dispensers and fixtures	**6** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**6** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**6** time(s) week
Wash restroom floors with germicidal cleaner	**6** time(s) week
Clean and polish restroom metal and mirrors	**6** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
Clean and disinfect locker room showers	**6** time(s) week
Dust tops and sides of lockers • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**6** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**6** time(s) week

CATEGORY / SERVICE	FREQUENCY
Lock doors as instructed, if applicable	**6** time(s) week
Set alarms as instructed, if applicable	**6** time(s) week

CLEANING SCHEDULE
SENIOR CENTER

MONDAY, WEDNESDAY, THURSDAY, FRIDAY, SATURDAY & SUNDAY AFTER 10:00 PM

CATEGORY / SERVICE	FREQUENCY
OFFICE SPACE / PUBLIC AREAS / LOBBIES / CORRIDORS ETC.	
Dust all horizontal & vertical surfaces including: office furniture, credenzas & filing cabinets. • **Personal Desk Surfaces – All papers and other items must be set to one side for full desk surface dusting.**	**1** time(s) week
Clean leather and plastic upholstered furniture, vacuum cloth upholstered furniture & spot clean stains • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean glass surfaces including trophy cases and displays	**6** time(s) week
Clean entrance glass doors inside and out, remove smudges	**6** time(s) week
Clean all windows that are easily accessible & do not require special equipment • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Clean partition glass • **Spot clean as needed**	**1** time(s) week
Clean and polish kick plates, push plates, doorknobs and metal thresholds	**1** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**6** time(s) week
Empty and clean outside ash receptacles	**6** time(s) week
Clean and sanitize drinking fountains/ water cooler	**6** time(s) week
Wipe baseboards • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Remove cobwebs	**AS NEEDED**
Dust all blinds and windowsills • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Vacuum Draperies • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
High dust all surfaces over five (5) feet high including ceiling vents, ceiling fans, light fixtures and picture frames • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
Dust all surfaces including doors, door frames, ledges & handrails • **To be broken up in sections so all are completed on a weekly basis**	**1** time(s) week
EXTERIOR AREAS	
Sweep landings, steps and sidewalks adjacent to entrances	**6** time(s) week
Spot mop as needed to maintain clean appearance	**6** time(s) week
Remove litter and debris from designated areas	**6** time(s) week

CATEGORY / SERVICE	FREQUENCY
FLOOR MAINTENANCE	
Vacuum all carpet and rugs (BONUS shall not be responsible for staple removal)	**6** time(s) week
Spot removal on carpets • **These spots are to be 2 inches in diameter or less**	**AS NEEDED**
Dust mop/ sweep ceramic and resilient floor areas	**6** time(s) week
Damp mop ceramic and resilient floor areas	**6** time(s) week
Detailed cleaning in all corners to ensure there is no debris/cobwebs	**3** time(s) week
Buff VCT flooring to maintain high gloss & scuff free finish	**1** time(s) month
BREAK/KITCHEN AREA(S) • **CLEANING CREW IS NOT RESPONSIBLE FOR DISHES**	
Clean and disinfect break room tables, counters and sink(s)	**6** time(s) week
Clean and disinfect exterior of refrigerator	**6** time(s) week
Restock kitchen paper and soap products	**6** time(s) week
Clean microwaves inside and outside	**6** time(s) week
RESTROOMS	
Replace paper towels, toilet tissue, seat covers, & hand soap (furnished by **CUSTOMER**)	**6** time(s) week
Empty waste paper and trash as directed (liners furnished by **ORIENTAL BUILDING**)	**6** time(s) week
Clean restroom dispensers and fixtures	**6** time(s) week
Clean and disinfect all sinks, toilets, urinals and exposed piping	**6** time(s) week
Clean sanitary napkins dispenser(s), if applicable	**6** time(s) week
Wash restroom floors with germicidal cleaner	**6** time(s) week
Clean and polish restroom metal and mirrors	**6** time(s) week
Dust all horizontal surfaces in restrooms to include the tops of the partition(s)	**1** time(s) week
Clean and sanitize restroom partitions	**1** time(s) week
CLOSING INSTRUCTIONS	
Throw all trash in dumpster	**6** time(s) week
Clean and organize janitor closet, if applicable	**1** time(s) week
Turn off lights as instructed, if applicable	**6** time(s) week
Lock doors as instructed, if applicable	**6** time(s) week
Set alarms as instructed, if applicable	**6** time(s) week

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (5)

Staff Contact: Keith C. Rinehart
Director of Community & Economic Development

E-mail: krinehart@saginawtx.org

Phone: 8172300331

SUBJECT:
Recognition of Volunteer of the Year and Volunteer Family of the Year for Saginaw Animal Services

BACKGROUND/DISCUSSION:
VOLUNTEER OF THE YEAR 2020: Brendan McCann has been volunteering at Saginaw Animal Services since 2016. During this time, he has been in charge of our cat room making sure they have a clean cage, food, water and blankets. The cattery (A cattery is a room where cats are commercially housed) at Saginaw Animal Services has been dedicated to Brendan in his name. He takes such pride in his work and is dedicated to making sure each cat is happy and comfortable during his or her temporary stay at our facility. Brendan has become such an integral part of our shelter family. He volunteers at the shelter Mondays-Thursdays. From January 1, 2020 until October 31, 2020, Brendan has volunteered 475 hours. In addition, his parents have donated cat litter on the occasion.

VOLUNTEER FAMILY OF THE YEAR 2020: The Spencer family has been volunteering with Saginaw Animal Services since June 2020. Altogether, they have worked at total of 306 hours. Each Saturday, they come to our shelter to assist with cleaning dogs, cats, doing dishes and any job that needs to be completed. Kobi has even brought his pressure washer to the shelter and washed the outside dog cages and the drainage troughs. As a family, they have offered to donate $25.00 per cat in the cattery to lower the adoption fee. The Spencer family has gone far beyond what is expected to help our facility and take care of the animals during their stay with us.

FINANCIAL IMPACT:
NA

RECOMMENDATION:
NA

ATTACHMENTS:

Description

Council Communique

City of Saginaw

Community & Economic Development Department
333 W. McLeroy Blvd., Saginaw, Texas 76179

Council Agenda Background

To: Gabe Reaume, City Manager

From: Keith C. Rinehart, Director of Community & Economic Development

Date: City Council Meeting – January 5, 2021

ITEM:

Recognition of Volunteer of the Year and Volunteer Family of the Year for Saginaw Animal Services

PRESENTER:

Keith C. Rinehart, Director of Community & Economic Development

DISCUSSION:

VOLUNTEER OF THE YEAR 2020: Brendan McCann has been volunteering at Saginaw Animal Services since 2016. During this time, he has been in charge of our cat room making sure they have a clean cage, food, water and blankets. The cattery (A cattery is a room where cats are commercially housed) at Saginaw Animal Services has been dedicated to Brendan in his name. He takes such pride in his work and is dedicated to making sure each cat is happy and comfortable during his or her temporary stay at our facility. Brendan has become such an integral part of our shelter family. He volunteers at the shelter Mondays-Thursdays. From January 1, 2020 until October 31, 2020, Brendan has volunteered 475 hours. In addition, his parents have donated cat litter on the occasion.

VOLUNTEER FAMILY OF THE YEAR 2020: The Spencer family has been volunteering with Saginaw Animal Services since June 2020. Altogether, they have worked at total of 306 hours. Each Saturday, they come to our shelter to assist with cleaning dogs, cats, doing dishes and any job that

needs to be completed. Kobi has even brought his pressure washer to the shelter and washed the outside dog cages and the drainage troughs. As a family, they have offered to donate $25.00 per cat in the cattery to lower the adoption fee. The Spencer family has gone far beyond what is expected to help our facility and take care of the animals during their stay with us.

FINANCIAL IMPACT:

NA

RECOMMENDATION

NA

ATTACHMENTS:

NA

If you have any questions, please contact me at 817-230-0331.

Thank you,



Keith C. Rinehart, Director of Community & Economic Development

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (6)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

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BACKGROUND/DISCUSSION:
On December 1, 2020, City Council received a briefing on a Comprehensive Plan for the City by the City Manager and Abra Nusser with KHA. Based on Council feedback staff and KHA have developed a scope for the Comprehensive Plan for consideration.

The IPO document provided a detailed description of the scope that is divided into the following 6 broad tasks:

1. Project Management and Coordination Meetings
2. Community Engagement
3. Planning Foundations
4. Comprehensive Plan Development
5. Adoption
6. Planning Process (Optional)

Tasks 1-5 will be delivered for a Lump Sum Fee of $148,250. Task 6 is a labor fee plus expenses with a budget of $10,000. It will be used for unforeseen tasks not covered in the proposed scope and will not be used without prior written approval of the City.

FINANCIAL IMPACT:
The Total Financial Impact will be $158,250. Funding will come from the Fund Balance.

RECOMMENDATION:
It is recommended that the City Council authorize an IPO with KHA in the amount of $158,250 for the

Comprehensive Plan.

ATTACHMENTS:

Description

KHA IPO

Kimley»Horn

December 29, 2020

Gabe Reaume
City Manager
City of Saginaw
P.O. Box 79070
Saginaw, TX 76179
Via email delivery to greaume@saginawtx.org

RE: *Comprehensive Plan*

Dear Mr. Reaume:

Please find attached the Individual Project Order (IPO) No. Comprehensive Plan (reference the master agreement dated April 17, 2012).

Please contact me at 214.420.5634 or abra.nusser@kimley-horn.com should you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE No. F-928

Abra R. Nusser, AICP
Project Manager

INDIVIDUAL PROJECT ORDER NUMBER – Comprehensive Plan

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the "Consultant"), and The City of Saginaw, Texas (the "Client" or "City") in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: Comprehensive Plan

Project Understanding

The scope of services is intended to include the development of a Comprehensive Plan for the City of Saginaw. The Scope of Services includes establishing the Vision for Saginaw in terms of look, design, and operations and how it should evolve over time. The Project's major goal will be to establish that Vision through community engagement and supporting text and recommendations in the Comprehensive Plan Update. The Project will address both existing conditions and future opportunities and strategies, and the Project will detail physical (infrastructure) and economic impacts that future development could bring to Saginaw.

Scope of Services

Consultant will provide the services specifically set forth below.

Task 1 – Project Management and Coordination Meetings
Consultant will perform the following services for this task:

- Prepare project schedule and provide schedule updates if the schedule changes.
- Provide monthly progress reports for review by the City's Project Manager. The Project is anticipated to take less than a year, with the schedule being flexible to accommodate changes in COVID-19-related restrictions and events. A detailed schedule shall be provided by Kimley-Horn and finalized with the City's Project Manager shortly after contract execution. Invoices for all work completed during the period will be submitted monthly (with a progress report) for work performed.
- Prepare for and attend monthly coordination calls or video conference meetings with the project team. Up to 12 coordination meetings will be held.
- Compile notes for the coordination meetings.
- Prepare and submit monthly invoices.
- Provide direction to key team members and coordinate project tasks, events, and outreach.

Task 2 – Community Engagement

Due to COVID-19, some or all engagement may be done digitally until social distancing restrictions are lifted. Digital engagement will take place online, via video conferencing, or by phone. Video conferencing will be handled either by Zoom or Teams and will be complemented with an interactive project website and social media. Should social distancing restrictions be lifted during the course of the project, Consultant and the City can reevaluate engagement methods and the remaining schedule at that time. Should any in-person engagement take place, the event or events will be structured and coordinated according to Centers for Disease Control and Prevention guidelines or local restrictions at

the time, whichever one is stricter in terms of precautions. The project will be divided three phases to coincide with engagement, and prior to each phase, in-person versus digital engagement shall be evaluated.

Consultant will perform the following services for this task:

- *Project Branding Strategy*: The marketing and branding of the Project will be developed and established early in the planning effort. The Project Branding Strategy will dictate the look of the plan document, color palette, and other visual components to the brand and will be utilized in the development of subsequent documents throughout the project.
- *Project Website*: Consultant will create an interactive project website to serve as the Digital Project Hub for the Project. The Hub will include up-to-date information, opportunities to provide feedback, and a schedule of events and key process points as applicable. The platform for the website will be Social Pinpoint. Setup, management, and content curation will be performed by Consultant for the duration of the Project and be for the Project only. Periodic updates (i.e. "blog posts" or "email updates") will be posted on the site to keep the community and stakeholders up-to-date on any Project-related news. It is anticipated that five to 10 periodic updates will occur during the project.
- *Social Media.* Consultant will post periodic project updates, including opportunities for engagement, on the City Facebook and Twitter. The Consultant's Project Manager shall be given posting permissions on the City Facebook and Twitter accounts to make all necessary and appropriate Project posts, not to exceed two per week at Project peak times. An Instagram can be created for the City as well, if desired.
- *Technical Advisory Committee (TAC).* The TAC is a small group of City Staff to provide technical and project management direction at key points in the Project process. Consultant will receive direction from the TAC at multiple times during the Project process as noted in the sections that follow. It is anticipated that the TAC will meet either virtually or in person up to three times as described in the following sections.
- *Comprehensive Plan Advisory Committee (CPAC)*. The CPAC is a small group of City representatives and stakeholders to get policy direction at key points in the Project process. CPAC shall be made up of nine to 13 members of the community with representation of interests such as the school district, developers, neighborhood leaders, property owners, elders, etc. Composition can include members of other boards and commissions. A Chair shall be determined in advanced and be experienced running meetings, if possible, and be able to mediate and control any disagreements during meetings. Consultant will receive direction from the CPAC up to three times during the Project process as noted in the sections that follow.
- *Planning and Zoning Commission.* Consultant will present and receive direction from the Planning and Zoning Commission up to three times during the Project process.
- *City Council*. Consultant will present and receive direction from City Council up to four times during the Project process.
- *Senior Involvement*. Consultant will collaborate with key stakeholders, and elected and appointed officials, to engage Saginaw's seniors. Up to 15 hours of senior-specific engagement will be completed throughout the planning process, in addition to public events and engagement that seniors will also participate in. These 15 hours will be divided to

engage at the beginning of the process, as well as when draft concepts for the Comprehensive Plan have been developed for feedback.

- *Youth Involvement*. Consultant will collaborate with key stakeholders, elected and appointed officials, and the school district to engage Saginaw's youth. Up to four hours of youth-specific engagement will be completed throughout the planning process, in addition to public events and engagement that youth will also participate in, and it may include a format similar to the Mayor's Youth Council.
- *Diversity and Inclusion*. Consultant will collaborate with key stakeholders, elected and appointed officials, to engage Saginaw's diverse community, including non-English-speaking community members. These efforts will be built into the overall engagement strategy and Community Engagement Sequence for things such as multi-lingual outreach materials on the Digital Engagement Hub, coordination with local churches and nonprofit groups, etc.

Task 2 Deliverable: Project Branding Strategy One-Page Summary
Periodic Community Engagement Updates and Reports

Task 3 – Planning Foundations
Consultant will perform the following services for this task:

- *Data Collection*: Consultant will submit a data collection request to gather existing data from the City and/or its consultants, including GIS Files, maps, TxDOT roadway plans and other approved plans and studies impacting the City.
- *Community Survey:* Consultant will develop a draft Community Survey through SurveyMonkey for TAC review. Consultant, in coordination with the TAC, will launch the Community Survey on the Digital Project Hub, publish it on social media, and draft a press release for the City to publish. The survey will be online and available for comment for approximately three weeks. The feedback will be gathered at the beginning of the planning process to help guide the recommendations developed throughout the Project.
    - The Community Survey will include role in the community, perceived community strengths, weaknesses, opportunities, and challenges/threats, and topic-specific questions on Comprehensive Plan elements.
    - Upon the closure of the Community Survey online, Kimley-Horn will analyze the survey results and provide graphs, charts, and high-level takeaways in a Community Survey Report.
    - The TAC will have the opportunity to review the Community Survey Report, make one round of comments or redlines to adjust for community knowledge or relevance, and then it will be packaged for distribution to City Council and then for publishing on the Digital Project Hub.
- *Community Snapshot:* Consultant will develop a planning baseline by reviewing and analyzing existing conditions. The Snapshot is anticipated to represent a "snapshot" in time of the existing context for the City and will include the following elements:
    - Study Area Map – The Study Area shall be comprised of land within the City limits.

- Study Area Market Factors (Identify the Demographics within Trade Area)
- Brief History of Saginaw – Provided by the City
- Current Plans Hierarchy and Relevance
- Existing Land Use Map and Analysis
- Existing Zoning Map and Analysis
- Existing Utilities and Drainage Map and Analysis

- *Stakeholder Interviews*: Consultant will interview up to 10 individual stakeholders. These stakeholders will be identified by the City, in collaboration with Kimley-Horn, and agreed upon prior to interviewing. The stakeholders may include business owners, residents, elected officials, active developers, City staff, and/or governmental/institutional agencies (such as TxDOT, the school district, etc.). These meetings are intended to be held via video conferencing and be approximately 30 minutes in duration.

Task 3 Deliverables: Community Survey Report
Community Snapshot Memorandum

Task 4 – Comprehensive Plan Development

Kimley-Horn will perform the following services for this task:

- *4.1. Comprehensive Plan Kickoff Meetings.* Consultant will initiate a series of kickoff meetings and engagement opportunities to begin the comprehensive planning portion of the project. Feedback and deliverables from previous tasks will be utilized to build upon for the Comprehensive Plan.

  - *City Council 1: Kickoff.* Consultant will present the proposed scope and process for consideration and receive initial direction regarding key topics and important groups to involve.
  - *Planning and Zoning Commission 1: Kickoff.* Consultant will present the proposed scope and timeline and receive initial direction regarding key topics and important groups to involve.
  - *CPAC 1: Kickoff*. Consultant will lead the CPAC in their first meeting via Zoom video conferencing to review the role of CPAC and engage in interactive exercises to gather initial feedback and direction for the Comprehensive Plan. Input will be utilized to prepare for Community Forum 1.
  - *TAC 1: Kickoff*. Consultant will discuss CPAC feedback and the upcoming Community Forum 1 with the TAC via Teams video conferencing.
  - *Community Forum 1 (CF1)*: A series of online opportunities will be posted on the Digital Project Hub to learn about the Project and for collaboration on Big, Bold Ideas, strengths, weaknesses, opportunities, and challenges/threats. The top vote getters from the Community Survey SWOT will be utilized during this Community Forum to understand them in greater detail. Social media will be utilized to complement this effort and notify the public that the opportunities are available. Should this phase of the project take place in person, it may need to occur outside for social distancing and ventilation, and the online component would be the posting of the boards as a PDF with a comment form. All CDC guidelines will be observed regarding format and manner of participation if in-person. Should this phase of the project take place digitally,

the Digital Project Hub would include engaging activities for online participation and collaboration.
  - *TAC 2: CF1 Recap and Refinement*. Consultant will discuss CF1 feedback and preliminary themes with the TAC via Teams video conferencing.
  - *CPAC 2: CF1 Recap and Refinement, Vision Statement*. Kimley-Horn will lead the CPAC in their second meeting via Zoom video conferencing to discuss CF1 feedback and preliminary themes. This feedback, in addition to previous feedback, will be presented to CPAC in a draft Vision Statement for review and recommendation. Should this meeting take place in person, all CDC guidelines will be observed regarding format and manner of participation.
  - *City Council 2*: CF1 Recap, Vision Statement. Consultant will present the feedback highlights to date and will provide the draft Vision Statement, with associated CPAC recommendation, for review and approval.

- *4.2 Comprehensive Plan Design Topics.* Consultant will initiate a series of design and refinement meetings and engagement opportunities to provide insight on design-related topics for the Comprehensive Plan. Feedback and deliverables from previous tasks will be utilized to build upon for the Comprehensive Plan.

  - *Community Forum 2 (CF2) – Public Design Studio*: A series of online opportunities will be posted on the Digital Project Hub for collaboration on the community's design (both in look and function) for the future. Social media will be utilized to complement this effort and notify the public that the opportunities are available. Should this phase of the project take place in person, it may need to occur outside for social distancing and ventilation, and the online component would be the posting of the boards as a PDF with a comment form. All CDC guidelines will be observed regarding format and manner of participation if in-person. Should this phase of the project take place digitally, the Digital Project Hub would include engaging activities for online participation and collaboration.
  - *Design Recap*: Following the online or in-person collaboration for CF2, Consultant will prepare a brief presentation to summarize the series' feedback.

- *4.3 Drafting the Comprehensive Plan.* Consultant will draft the Comprehensive Plan by incorporating all feedback and analysis to date in the Project process. The following topics will be covered in a plan document:

  - *Introduction & Plan Context*
    - Comprehensive Plan Purpose
    - Saginaw and the Region
    - Demographics and Population
    - Community Feedback
    - Vision and Goals
  - *Economic Vitality*
    - Existing Conditions/Community Profile
    - Community Differentiators
    - Strategies and Actions
  - *Land Use & Design*
    - Existing Land Use and Zoning

- Character Districts/Subareas
- Key Corridors
- Future Land Use and Placemaking
- Housing and Neighborhoods
- Strategies and Actions

○ *Mobility & Connectivity*
- Existing Conditions
- Mobility Network Analysis
- Master Thoroughfare Plan Update
  - Map with Existing and Future Thoroughfare Alignments
  - Thoroughfare Classification Descriptions
  - Regional Connections
- Strategies and Actions
  - Including ADA Transition Plan Takeaways

○ *Infrastructure, Resources, & Energy*
- Existing Conditions (Utilities, Roads, Technology, Natural Systems)
- Gap Identification
- Strategies and Actions

○ *City Services & Facilities (incl. Parks and Recreation)*
- Existing Conditions
  - Includes Facilities Assessment Takeaways
  - Includes Parks and Recreation Master Plan Takeaways
- City Services and Facilities Needs
- Risk Management/Resiliency
  - Includes Risk and Resiliency Study Takeaways

○ *Implementation & Monitoring*
- Key Partners
- Financing
- Action Prioritization
- Benchmarks
- Usage, Updates, and Amendments

- *4.4 Draft Comprehensive Plan Concepts and Highlights*. Consultant will provide draft concepts and highlights of the plan in a series of video conferences and online postings.

  ○ *TAC 3: Draft Concepts and Highlights*. Consultant will discuss draft concepts and highlights of the Plan with the TAC via Zoom video conferencing and receive any direction/feedback.
  ○ *CPAC 3: Draft Concepts and Highlights.* Consultant will discuss draft concepts and highlights of the Plan with the CPAC via Zoom video conferencing and receive any direction/feedback. Should this meeting take place in person, all CDC guidelines will be observed regarding format and manner of participation.
  ○ *Planning and Zoning Commission 2: Draft Concepts and Highlights.* Consultant will present draft concepts and highlights of the Plan, upon recommendation from CPAC, and receive direction/feedback.
  ○ *City Council 3: Draft Concepts and Highlights*. Consultant will present draft concepts and highlights of the Plan, upon recommendation from CPAC, and receive

direction/feedback. Format of Community Forum 3 (digital vs. in-person) will also be discussed and determined.

- *Community Forum 3: Draft Concepts and Highlights.* The community will be led through a series of online opportunities on the Digital Project Hub for collaboration on the draft Comprehensive Plan. Social media will be utilized to complement this effort and notify the public that the opportunities are available. Should social distancing restrictions permit an in-person event, engagement will be adapted to accommodate an in-person event. Should this phase of the project take place in person, it may need to occur outside for social distancing and ventilation, and the online component would be the posting of the boards as a PDF with a comment form. All CDC guidelines will be observed regarding format and manner of participation if in-person. Should this phase of the project take place digitally, the Digital Project Hub would include engaging activities for online participation and collaboration.

- *4.5 Draft Comprehensive Plan Refinement.* Consultant will provide the draft Comprehensive Plan for Staff review. The first draft will not include the Implementation Chapter as it may change upon review of Plan content. Consultant will respond to one consolidated round of comments on the Draft Plan and one follow-up consolidated round of comments for minor tweaks upon Staff Review of any revisions, including the Implementation Chapter.

Task 4 Deliverables: Draft Plan in PDF format for Review
Revised Plan in PDF format for Public Hearing

Task 5 – Adoption

Kimley-Horn will perform the following services for this task:

- *5.1 Public Hearing Process.* Consultant will prepare for, attend meetings for, and make presentations for the public hearing process for adoption.

  - Consultant will address one round (1) of comments from work session. Following the comment reconciliation, the City will post the Draft Plan online in anticipation of the Public Hearing to adopt the Plan.
  - Consultant will review comments received during the public posting process and make reasonable edits prior to the Planning and Zoning Commission and City Council Public Hearings.
  - Consultant will submit a Public Hearing Draft PDF for Public Hearing.
  - Consultant will prepare a PowerPoint Presentation for Public Hearing.
  - Consultant will attend and present at a Planning and Zoning Commission Public Hearing and a City Council Public Hearing.

- *5.2 Project Closeout.* Consultant will address any minor revisions that came from the public hearing process conditions of approval (if applicable). Kimley-Horn will email a high-resolution PDF (for printing) and a reduced-size PDF (for online posting)

Task 6 – Planning Process

- Consultant will assist the City with additional items that may arise during the project. These items may include additional meetings beyond what is provided in other tasks; exhibits; sketches; stakeholder meetings; other items as requested by the Client. The budgeted fee for this task is based upon approximately 40 hours of labor. We will not proceed with performance of services beyond the hours budgeted without written authorization by the City.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates or at an agreed upon lump sum amount. Additional Services, including but not limited to the following, are not included in this Agreement:

- Capital Improvements Plan
- Full Market and Fiscal Analysis

Information Provided by Client

Consultant shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The City shall provide all information requested by Consultant during the project, including but not limited to the following:

- City GIS files, plans, and studies provided by the City in Task 3.

Responsibilities of Client

In addition to other responsibilities set out in this Agreement, the City shall provide:

- All GIS .shp files to build applicable maps and analyses as identified in the Data Request letter.
- Project descriptions and layouts of any recently approved and pending projects in the study area.
- Arrangement of meeting venues and publishing necessary notices for Public Hearings and community engagement events.

Schedule

Consultant will provide our services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule, once authorized by the City to proceed. Due to the everchanging circumstances surrounding the COVID-19 Virus, situations may arise during the performance of this Agreement that affect availability of resources and staff of Consultant, the City, other consultants, and public agencies. There could be changes in anticipated delivery times, jurisdictional approvals, and project costs. Consultant will exercise reasonable efforts to overcome the challenges presented by current circumstances, but Consultant will not be liable to City for any delays, expenses, losses, or damages of any kind arising out of the impact of the COVID-19 Virus. Should any in-person engagement take place, the event or events will be structured and coordinated according to Centers for Disease Control

and Prevention guidelines or local restrictions at the time, whichever one is stricter in terms of precautions.

Fee and Expenses

Consultant will perform the services in Tasks 1 – 5 for the total lump sum fee of $148,250. All permitting, application, and similar project fees will be paid directly by the Client.

Consultant will perform the Services in Task 6 on a labor fee plus expense basis. Consultant recommends the City budget $10,000 for this task based on the estimated planning process period.

ACCEPTED:

CITY OF SAGINAW, TEXAS	KIMLEY-HORN AND ASSOCIATES, INC.
BY:_____	BY: _____
Gabe Reaume City Manager	Ryan Delmotte P.E. Assistant Secretary
DATE:_____	DATE: 12-22-2020

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (7)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
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

BACKGROUND/DISCUSSION:
Owner: Bright Living Saginaw, LLC
Applicant: Deep Sapkota (Engineer)
Property Acreage: 6.120
Zoning: Multi-Family (MF2)

The request is for approval of a Final Plat on property located on E. McLeroy Blvd. approximately 800 feet west of Amber Drive. The property is planned to be an Independent Senior Living Facility.

The preliminary plat was approved by the Commission at its November 10, 2020 meeting and subsequently by City Council on November 17, 2020.

The Planning and Zoning Commission met on December 8, 2020 and unanimously recommended approval of the final plat.

FINANCIAL IMPACT:
N.A.

RECOMMENDATION:
It is recommended that the City Council approve the Final Plat for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

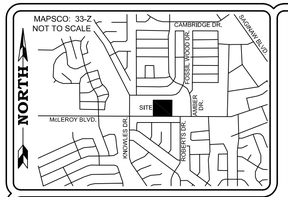
ATTACHMENTS:

Description

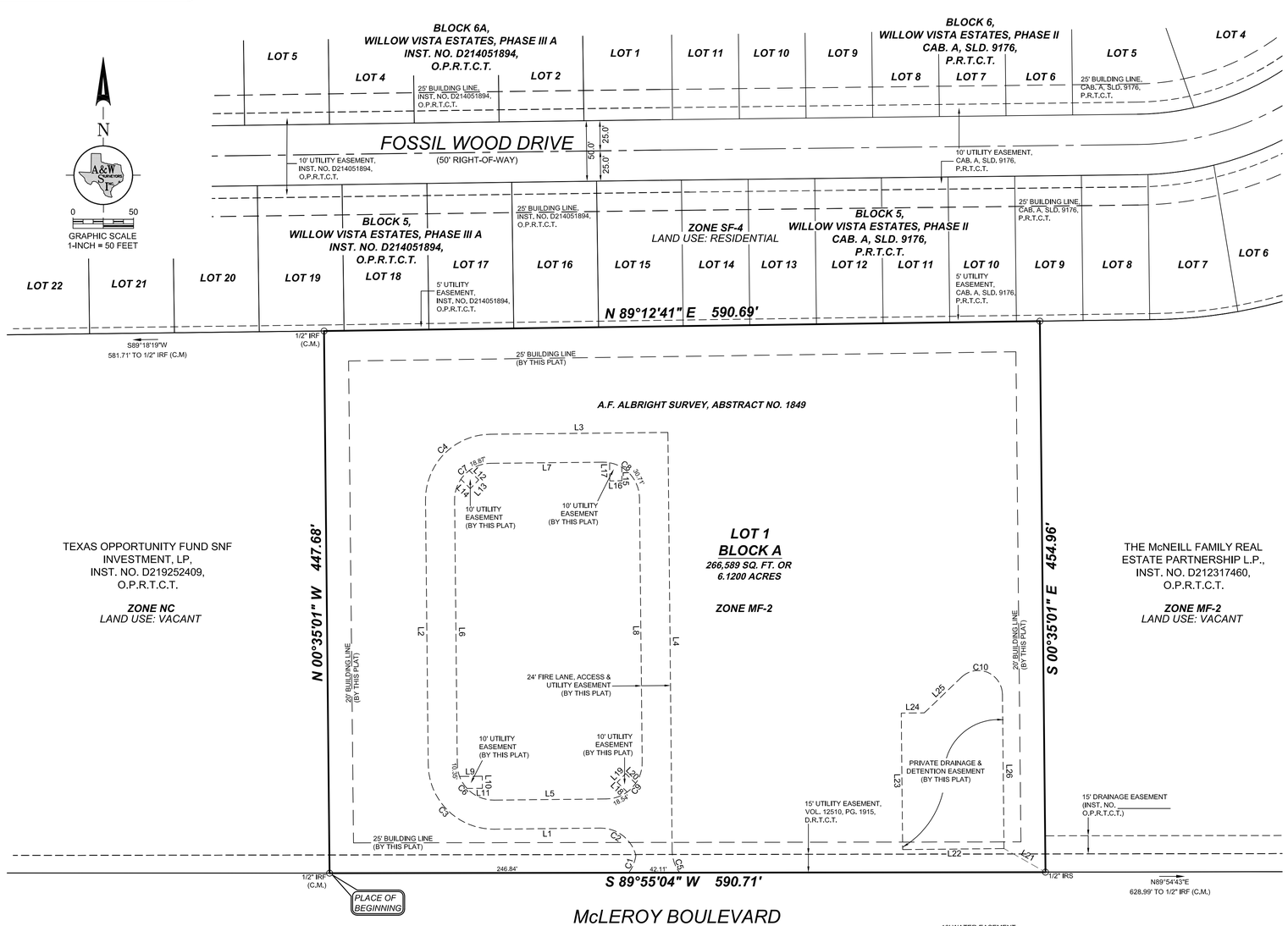
Final Plat

P&Z Packet

P&Z Minutes



LEGEND	
D.R.T.C.T.	Deed Records, Tarrant County, Texas
O.P.R.T.C.T.	Official Public Records, Tarrant County, Texas
P.R.T.C.T.	Plat Records, Tarrant County, Texas
C.M.	Controlling Monument
VOL.	Volume
CAB.	Cabinet
PG.	Page
SLD.	Slide
INST. NO.	Instrument Number
IRF	iron rod found
1/2" IRS	1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set unless otherwise noted



CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	CH. BEAR.	CHORD
C1	29°47'23"	30.00'	15.60'	N22°28'39"E	15.42'
C2	76°21'54"	30.00'	39.98'	N52°24'04"W	37.09'
C3	90°00'00"	54.00'	84.82'	S45°35'01"E	76.37'
C4	90°00'00"	54.00'	84.82'	S44°24'59"W	76.37'
C5	37°05'04"	30.00'	19.42'	S19°07'33"E	19.08'
C6	90°00'00"	30.00'	47.12'	S45°35'01"E	42.43'
C7	90°00'00"	30.00'	47.12'	S44°24'59"W	42.43'
C8	90°00'00"	30.00'	47.12'	N45°35'01"W	42.43'
C9	90°00'00"	30.00'	47.12'	N44°24'59"E	42.43'
C10	133°15'31"	20.00'	46.52'	N67°12'47"W	36.72'

LINE TABLE		
LINE	LENGTH	BEARING
L1	87.43'	S89°24'59"W
L2	218.08'	N00°35'01"W
L3	146.58'	N89°24'59"E
L4	345.48'	S00°35'01"E
L5	92.58'	S89°24'59"W
L6	218.08'	N00°35'01"W
L7	92.58'	N89°24'59"E
L8	218.08'	S00°35'01"E
L9	18.73'	N89°24'59"E
L10	10.00'	S00°35'01"E
L11	12.73'	S89°24'59"W
L12	10.92'	S45°03'56"E
L13	10.00'	S43°24'31"W
L14	10.98'	N45°03'56"W
L15	11.13'	S00°35'01"E
L16	10.00'	S89°24'59"W
L17	14.98'	N00°35'01"W
L18	11.51'	N45°35'05"W
L19	10.00'	N44°24'55"E
L20	11.51'	S45°35'05"E
L21	39.35'	N60°20'41"W
L22	83.64'	S89°24'59"W
L23	112.72'	N00°35'01"W
L24	19.03'	N89°24'59"E
L25	42.44'	N46°09'28"E
L26	127.24'	S00°35'01"E

SURVEYOR'S NOTES

1) ALL 1/2" IRON RODS SET FOR CORNER AS SHOWN HEREON HAVE A YELLOW PLASTIC CAP STAMPED "RPLS 5310".

2) BASIS OF BEARINGS DERIVED CITY OF MELISSA CONTROL MONUMENTS, TEXAS STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83), NORTH CENTRAL ZONE 4202.

3) NO PORTION OF THE SUBJECT PROPERTY SHOWN HEREON LIES WITHIN THE 100 YEAR FLOOD HAZARD AREA AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO, 48439C 0160K, DATED 09-25-2009.

OWNER'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

WHEREAS Bright Living Saginaw, LLC is the sole owner of a tract of land located in the A.F. ALBRIGHT SURVEY, Abstract No. 1849, City of Saginaw, Tarrant County, Texas, and being the same tract of land described in deed to Bright Living Saginaw, LLC, recorded in Instrument No. D220313489, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southeast corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded in Instrument No. D219252409, Official Public Records, Tarrant County, Texas;

Thence North 00°35'01" West, a distance of 447.68' to a 1/2" iron rod found in the South line of Block 5 of Willow Vista Estates, Phase III A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214051894, Official Public Records, Tarrant County, Texas, and being at the Northeast corner of said Texas Opportunity Fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 590.69' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of Block 5 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9176, Plat Records, Tarrant County, Texas;

Thence South 00°35'01" East, a distance of 454.96' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°55'04" West, along said North line, a distance of 590.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land.

and designated herein as ***SENIOR LIVING AT SAGINAW,*** to the City of Saginaw, Texas and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, water courses, drains, easements, right-of-way and public places thereon shown for the purpose and consideration therein expressed.

Bright Living Saginaw, LLC

_____
Name:
TItle:

STATE OF TEXAS
COUNTY OF TARRANT

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

_____
Notary Public in and for the State of Texas

SURVEYOR'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

This is to certify that I, John S. Turner, a registered professional land surveyor in the State of Texas, have platted the above subdivision from an actual survey on the ground, and that all the lot corners, angle points and points of curve shall be properly marked on the ground, and that this plat correctly represents that survey made by me.

Witness my hand at Mesquite, Texas,
This _____ day of _____, 202_.

_____
John S. Turner
Reglstered Professional Land Surveyor #5310

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared John S. Turner, R.P.L.S. NO. 5310, State of Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

_____
Notary Public in and for the State of Texas

CERTIFICATE OF APPROVAL

ON THE _____ DAY OF _____, ___, THIS PLAT WAS DULY APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SAGINAW, TEXAS

BY: _____
CHAIRMAN
ATTEST: _____
CITY SECRETARY

THE CITY COUNCIL OF SAGINAW, TEXAS ON _____, _____, VOTED AFFIRMATIVELY TO ADOPT THIS PLAT AND APPROVE IT FOR FILING OF RECORD.

BY: _____
MAYOR
ATTEST: _____
CITY SECRETARY

PRIVATE DRAINAGE EASEMENT MAINTENANCE

The existing private drainageway, detention or retention pond located in this addition within a private drainage easement will remain unobstructed at all times and will be maintained by the individual lot owners whose lots are traversed by, or adjacent to, the private drainage easement. The City of Saginaw will not be responsible for the maintenance, erosion control and/or operation of said private drainage easements. Property owners shall keep the private drainage easements traversing their property clean and free of debris, silt or other substances, which would result in unsanitary conditions, and the city shall have the right of entry for the purpose of inspecting the maintenance work by the property owners and to assess whether the functionality of the drainageway, detention or retention pond has been maintained as designed. The drainage ways are occasionally subject to stormwater overflow and/or bank erosion that cannot be defined. The City of Saginaw shall not be liable for any damages resulting from the occurrence of those phenomena, nor the failure of any structure(s) within the private drainage easement.

A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 100174-00
P.O. BOX 870029, MESQUITE, TX. 75187
PHONE: (972) 681-4975 FAX: (972) 681-4954
WWW.AWSURVEY.COM
~ PROPERTY ADDRESS: 824 W. McLeroy Boulevard, Saginaw, TX 76179 ~
Owner: Bright Living Saginaw, LLC
~ 8505 Rugby Dr., Irving, TX 75063 ~

Job No.: 20-0289	Drawn by: 517	Date:09-17-2020	Revised:

"A professional company operating in your best interest"

FINAL PLAT

LOT 1, BLOCK A SENIOR LIVING AT SAGINAW

AN ADDITION TO THE CITY OF SAGINAW,
TARRANT COUNTY, TEXAS
A.F. ALBRIGHT SURVEY, ABSTRACT NO. 1849

THIS PLAT FILED IN INSTRUMENT NO. _____, THE _____ DAY OF _____, 2020

CITY OF SAGINAW PLANNING AND ZONING COMMISSION
NOTICE OF REGULAR MEETING
Saginaw City Hall
333 West McLeroy Boulevard
Tuesday, December 8, 2020
AT 6:00 P.M.

(1)	**Call To Order**	Chairman Lewis
(2)	**Roll Call To Establish Quorum**	Chairman Lewis
(3)	**Audience Participation**	Chairman Lewis
(4)	**Approval of Minutes** Regular Meeting and Public Hearing On November 10, 2020	Chairman Lewis
(5)	**PZ 1220-01** **Consideration And Action Regarding Approval Of A Preliminary Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey**	Deependra Sapkota Project Manager Triangle Engineering
(6)	**PZ 1220-02** **Consideration And Action Regarding Approval Of A Site Plan For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey**	Deependra Sapkota Project Manager Triangle Engineering
(7)	**Staff Report**	Rick Trice, P. E.
A.	Discussion of Residential, Commercial and Industrial, and City Projects	Public Works Director
B.	Update Commission of City Council Action on Previous Cases	

(8) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

(9) Adjournment Chairman Lewis

DATE POSTED:_____ TIME:_____ BY:_____

DATE RETRIEVED:_____ TIME:_____ BY:_____

The City Hall is wheelchair accessible and special parking is available on the east side of the building or in front of the Library located west of City Hall. If special accommodations are required, please contact Mary Ragle at 817-230-0441 a minimum of 72 hours in advance of the meeting.

PLEASE NOTE THAT IN ACCORDANCE WITH CURRENT CDC RECOMMENDATIONS REGARDING COVID-19 WE WILL BE OBSERVING SIX FEET DISANCING BETWEEN EVERYONE. THEREFORE, THERE WILL BE LIMITED SEATING AVAILABLE. FACE COVERINGS WILL BE REQUIRED

PLANNING AND ZONING COMMISSION

Kenneth Haney Vice Chairman	Place No. 1	Term Expires May 2022
William Barngrover	Place No. 2	Term Expires May 2021
Matthew Lewis Chairman	Place No. 3	Term Expires May 2022
Malinda Julien	Place No. 4	Term Expires May 2021
Jason LaBruyere	Place No. 5	Term Expires May 2022
John Peet	1st Alternate	Term Expires May 2021
Randy Villarreal	2nd Alternate	Term Expires May 2022

- **Sec. 2-8. - Meeting and quorum**

A quorum for the conduct of business shall consist of three members of the commission. The members of the commission shall regularly attend meetings and public hearings of the commission and shall serve without compensation, except for reimbursement of authorized expenses attendant to the performance of their duties.

Audience Participation

If anyone in the audience wishes to address the board on any item listed on the agenda, please fill out one of the audience participation forms located by the east door of the Council Room. After the form is completed, please hand it to the board secretary. Your request to speak will be given to the chairman and you will be called upon to speak when that item is discussed.

MINUTES OF A REGULAR MEETING AND PUBLIC HEARING
OF THE CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
HELD AT THE CITY OF SAGINAW CITY HALL
333 WEST MCLEROY BOULEVARD
NOVEMBER 10, 2020

Present at the Meeting:

Chairman	Place No. 3	Matthew Lewis
Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 2	William Barngrover
Alternate Member	Alt. No. 2	Randy Villarreal
Director Public Works		Rick Trice
City Attorney		Bradley Anderle
City Attorney		Lindsey Hale
City Engineer		Andrew Simonsen
Recording Secretary		Mary Ragle

Absent from the Meeting:

Member	Place No. 4	Malinda Julien
Member	Place No. 5	Jason LaBruyere
Alternate Member	Alt No. 1	John Peet

Visitors at the Meeting:

Mark Canterbury
Jim Makens
Doug Powell
Karen Fuller
Lara Gay
Trey Harper

(1) Call to Order

Chairman Lewis called the meeting to order at 6:35 p.m.

(2) Roll Call to Establish Quorum

Chairman Lewis called roll. The quorum will consist of Chairman Lewis, Vice Chairman Haney, Member Barngrover, and Alternate Member Villarreal

(3) Audience participation

Chairman Lewis explained the procedure to follow to address the Commission.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on October 13, 2020 were presented for approval. A motion was made by Member Barngrover with a second by Vice Chairman Haney to approve the minutes for October 13, 2020 as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(5) PZ 1120-01 PUBLIC HEARING
Consideration And Action Regarding A Request By Community Link Mission To Rezone Lot 6, Block 6, Town Of Saginaw Addition (320 S. Belmont Street) From Single Family (SF4) To Neighborhood Commercial (NC)

Chairman Lewis read the request and opened the public hearing at 6:37 p.m.

DPW Trice reviewed the information ~~provided~~ in the members' ~~in their packet~~packets. He advised the members that Community Link Mission had acquired the residential lot just to the south of their facility.

Mark Canterbury, Architect for Community Link, explained improvements that were planned such as additional parking, addition to existing building, additional storage, and covered loading and unloading area. He advised the committee that this is the last property on this block of Belmont to change zoning to Neighborhood Commercial (NC).

DPW Trice stated there would need to be a replat to combine the lots into 1 lot. He advised this would be done administratively.

~~Mr. Dan Fritz, the applicant, was present to answer any questions.~~

Chairman Lewis closed the public hearing at 6:40 p.m.

A motion was made by Member Barngrover with a second by Alternate Member Villarreal to recommend that the City Council approve the request to change the zoning from Single Family (SF4) to Neighborhood Commercial on Lot 6 Block 6, Town Of Saginaw Addition, 320 South Belmont Street. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(6) PZ 1120-02
Consideration And Action Regarding Approval Of A Preliminary Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets, stating the property for this preliminary plat is planned to be an assisted/independent living facility.

Vice Chairman Haney asked if public safety departments had approved this plan, stating he is concerned with egress/ingress with only one in way and out. DPW Trice stated that the fire department and policed department had reviewed and approved this preliminary plat.

A motion was made by Vice Chairman Haney with a second by Alternate Member Villarreal to recommend that the City Council approve the preliminary plat as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(7) PZ 1120-03 PUBLIC HEARING
Consideration And Action Regarding A Request For A Conceptual Development Plan Associated With An Application For A Planned Development Zoning With Community Commercial And Single Family And Multifamily Uses For Land Described As 116 Acres Of Land Out Of Abstract 1497, Tracts 3A, 3D, And 3G3, Benjamin Thomas Survey Located North Of East Bailey Boswell Road, East Of Business 287 And West Of Wagley Robertson Road

Chairman Lewis read the request and opened the public hearing at 6:44 p.m.

DPW Trice advised the members that city staff and the developer have discussed this project several times in the last 2 years. He said the proposal at tonight's meeting is a conceptual development plan that includes 4 zoning districts, Community Commercial, Multifamily (MF2), Single Family Attached (SFA) and Single Family (SF4).

Doug Powell, engineer with McAdams Engineering, was present to represent this item. He provided a power point presentation and advised the members of the amenities included. He also described the specifics of each proposed zoning district.

There was a general discussion regarding a development agreement, building materials, parks, amenities, number of housing units planned, railroads, and other concerns. DPW Trice and Mr. Powell answered the members' questions and addressed their concerns.

Chairman Lewis closed the public hearing at 7:12 p.m.

A motion was made by Alternate Member Villarreal with a second by Member Barngrover to recommend that the City Council approve the conceptual development plan for the Beltmill Planned Development. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(8) PZ 1120-04
Consideration And Action Regarding Subdivision Ordinance Amendment For Article 9 Construction Standards Details

DPW Trice advised the members that both the subdivision ordinance and zoning ordinance need to be updated to address current needs. He said this amendment to the subdivision ordinance to update the construction standards is the 1st step of that process to be more consistent with requirements in the area and also to include an approved product list to specify specific products.

A motion was made by Member Barngrover with a second by Vice Chairman Haney to recommend that the city council approve the amendment to the subdivision ordinance to update the construction standards details. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(9) Staff Report
A. Discussion of Residential, Commercial, Industrial, and City Capital Projects
B. Previous Cases

DPW Trice reviewed several of the current projects under construction in the City.

(10) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

No executive session was held

(11) Adjournment

Motion was made by Vice Chairman Haney with a second by Member Barngrover to adjourn the meeting. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

Chairman Lewis declared the meeting of November 10, 2020 closed at 7:25 p.m.

APPROVED:

_____
Matthew Lewis, Chairman

ATTEST:

_____
Mary Ragle, Recording Secretary

DATE: December 8, 2020

TO: Chairman and Members of the Planning and Zoning Commission

FROM: Rick Trice, P.E., Director of Public Works

SUBJECT: Consideration and Action Regarding Approval of a Final Plat for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Owner: Bright Living Saginaw, LLC
Applicant: Deep Sapkota (Engineer)
Property Acreage: 6.120
Zoning: Multi-Family (MF2)

The request is for approval of a Final Plat on property located on E. McLeroy Blvd. approximately 800 feet west of Amber Drive. The property is planned to be an Independent Senior Living Facility.

The preliminary plat was approved by the Commission at its November 10, 2020 meeting and subsequently by City Council on November 17, 2020.

If there are any questions, please let me know.


Piper Dr
Piper Dr
Piper Dr
Piper Dr
Piper Dr
Brinkley Dr
Brinkley Dr
Vista Way
Creek Point Dr
Amber Dr
Willow Vista Dr
Taylor St
Creek Point Dr
Creek Point Dr
Creek Point Dr
Creek Point Dr
Amber Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Amber Dr
N Knowles Dr
N Knowles Dr
N Knowles Dr
Amber Dr
Amber Dr
LOT 1, BLOCK A
SENIOR LIVING AT SAGINAW
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
Roberts Dr
Willow Wood Dr
Willow Wood Dr
Willow Wood Dr

CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
APPLICATION FOR CONSIDERATION OF A PLAT

CASE NUMBER: _____

All information required in the Zoning Ordinance #2002-04 and/or the Subdivision Ordinance #2006-10 of the City of Saginaw must be received in the Community Development Office by 12:00 noon on the 28th day (always a Tuesday) prior to the Planning and Zoning Commission meeting.

All applications must be accompanied by 6 prints, 1 submittal, 30 prints after staff approval, 22" X 34". These must be folded to 8½" x 11" so that the title block or other identifying information is shown on the front. Plats shall be drawn at a scale of 1" = 100' or larger. The original mylar shall also accompany copies of any final plat.

The office personnel will strictly adhere to the submittal deadline date and time. THERE WILL BE NO EXCEPTIONS. Failure to submit the appropriate signed applications, required information, engineering details, or payment of the required fees will result in refusal of the application. The application is not considered complete until all requirements are met.

Acceptance of an application IS NOT A GUARANTEE that an applicant's case will be scheduled for a SPECIFIC AGENDA DATE. After reviewing the application the office personnel will contact the applicant for any required corrections. The agenda date will be set after compliance by the applicant of all the requirements contained in the City of Saginaw's Zoning Ordinance and Sub Division Ordinance.

REQUEST FOR CONSIDERATION OF

PRELIMINARY PLAT ( ) FINAL PLAT (✓) REPLAT ( ) AMENDED PLAT ( )

LEGAL DESCRIPTION: *(fill in the one that applies)*

LOT: 1 BLOCK: A ADDITION: Senior Living at Saginaw

TRACT: N/A ABSTRACT 1849 SURVEY: A.F. Albright Survey

(IF LEGAL DESCRIPTION IS TOO LONG ATTACH A COMPLETE COPY)

ADDRESS and/ or LOCATION OF PROPERTY: 824 West McLeroy Blvd., Saginaw, TX 76179

NAME OF PROPOSED DEVELOPMENT: Independent Living Facility

TOTAL ACREAGE OF PROPERTY: 6.120 acres

(use additional sheets and attach if necessary)

I hereby certify that I will follow all Ordinances as set forth by the city of Saginaw with respect to my Development and understand that copies of the Zoning Ordinance and Subdivision Ordinance are available for my purchase. I further understand that the payment of the required fees does not in any way guarantee approval of my request or obligate the city in any way to refund said fees.

OWNER'S SIGNATURE: _____ PHONE #: 469-995-0911

and/or OPTION HOLDER: _____ PHONE #: _____

OWNER'S NAME:(Please Print) **Bright Living Saginaw, LLC**

OWNER'S ADDRESS: **8505 Rugby Drive Irving TX 75063**

APPLICANT'S SIGNATURE: Deependra Sapkota Digitally signed by Deependra Sapkota DN: cn=Deependra Sapkota, c=US, o=Engineering, ou=Triangle Engineering LLC, email=dsapkota@triangle-engr.com Date: 2020.12.01 13:20:25 -06'00' PHONE # : 469-331-8566

APPLICANT'S NAME: Deep Sapkota

APPLICANT'S ADDRESS: 1784 W. McDermott Drive, Suite 110, Allen, TX 75013

FOR CITY USE ONLY DO NOT WRITE BELOW THIS LINE

RECEIVED BY: _____ DATE: _____ TIME: _____

FEE FOR APPLICATION: _____ RECEIPT #: _____

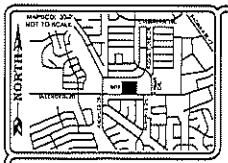
SUBMITTED INFORMATION REVIEWED BY: _____

PLANNING AND ZONING COMMISSION MEETING DATE: _____

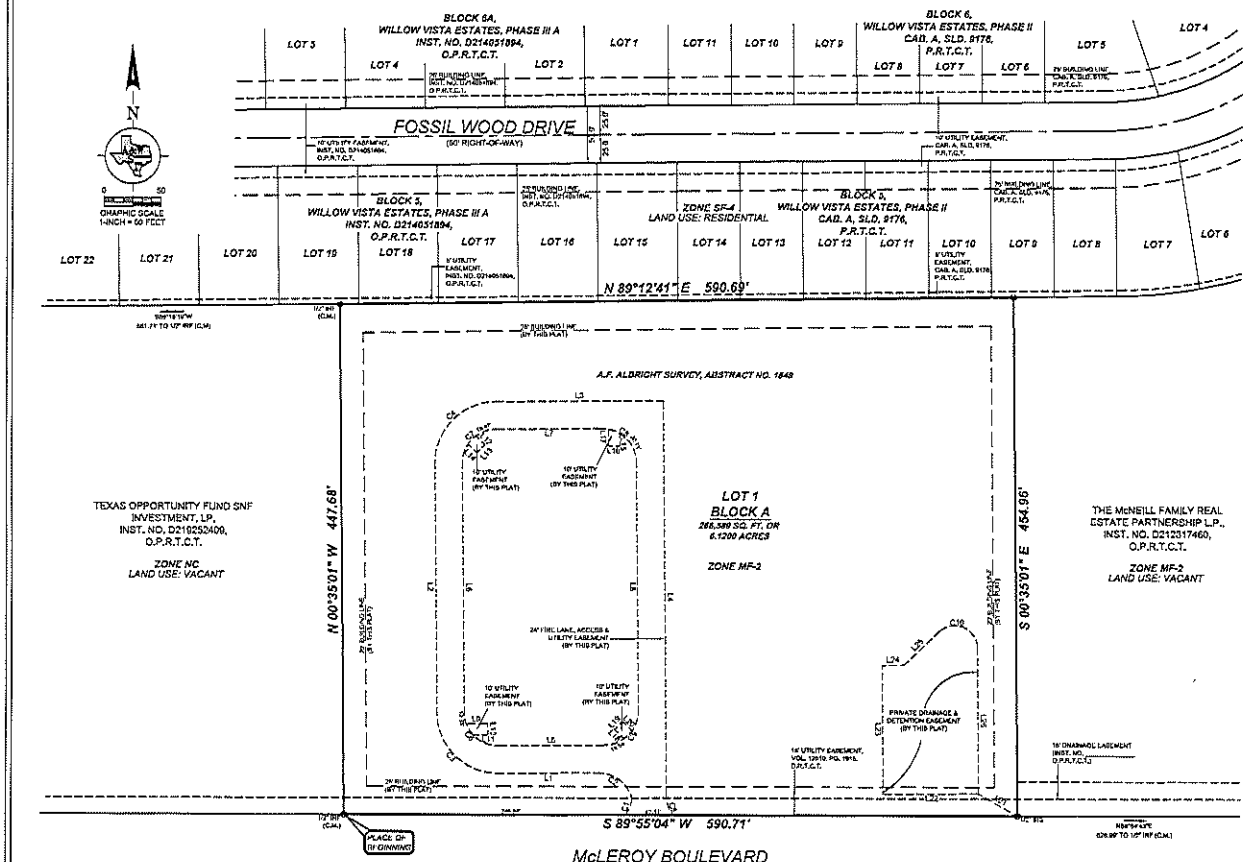
ACTION TAKEN: _____

CITY COUNCIL MEETING DATE: _____

ACTION TAKEN: _____



LEGEND	
D.R.T.C.T.	Deed Records, Tarrant County, Texas
O.P.R.T.C.T.	Official Public Records, Tarrant County, Texas
P.R.T.C.T.	Plat Records, Tarrant County, Texas
C.M.	Controlling Monument
VOL.	Volume
CAB.	Cabinet
PG.	Page
SLD.	Slide
INST. NO.	Instrument Number
IRF	Iron rod found
1/2" IRS	1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set unless otherwise noted



CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	CH. BEAR.	CH.DIST.
C1	90°00'00"	15.00'	23.56'	N44°24'59"W	21.21'
C2	15°17'56"	50.00'	13.35'	N07°43'58"W	13.31'
C3	90°00'00"	15.00'	23.56'	N45°35'01"W	21.21'
C4	90°00'00"	15.00'	23.56'	N44°24'59"E	21.21'
C5	90°00'00"	15.00'	23.56'	S45°35'01"E	21.21'
C6	12°05'54"	250.00'	52.79'	S06°27'58"E	52.69'
C7	90°00'00"	15.00'	23.56'	S44°24'59"W	21.21'
C8	90°00'00"	15.00'	23.56'	N45°35'01"W	21.21'
C9	90°00'00"	15.00'	23.56'	N44°24'59"E	21.21'
C10	90°00'00"	15.00'	23.56'	S45°35'01"E	21.21'
C11	90°00'00"	15.00'	23.56'	S44°24'59"W	21.21'

LINE TABLE		
LINE	LENGTH	BEARING
L1	37.41'	N00°35'01"W
L2	219.58'	N89°12'41"E
L3	146.96'	N89°12'41"E
L4	48.58'	N89°12'41"E
L5	74.54'	S89°12'41"W
L6	219.58'	N89°12'41"E
L7	37.50'	N89°12'41"E
L8	219.58'	N89°12'41"E
L9	74.54'	S89°12'41"W
L10	10.00'	N89°12'41"E
L11	14.73'	N89°12'41"E
L12	31.82'	N89°12'41"E
L13	54.12'	N89°12'41"E
L14	10.00'	N89°12'41"E
L15	10.00'	N89°12'41"E
L16	11.13'	N89°12'41"E
L17	10.00'	N89°12'41"E
L18	14.00'	N89°12'41"E
L19	11.13'	N89°12'41"E
L20	11.13'	N89°12'41"E
L21	39.35'	N89°12'41"E
L22	8.13'	N89°12'41"E
L23	31.77'	N89°12'41"E
L24	14.13'	N89°12'41"E
L25	14.13'	N89°12'41"E
L26	14.13'	N89°12'41"E
L27	14.13'	N89°12'41"E

SURVEYOR'S NOTES

1) ALL 1/2" IRON RODS SET FOR CORNER AS SHOWN HEREON HAVE A YELLOW PLASTIC CAP STAMPED "RPLS 5310".

2) BASIS OF BEARINGS DERIVED CITY OF MELISSA CONTROL MONUMENTS, TEXAS STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83), NORTH CENTRAL ZONE 4202.

3) NO PORTION OF THIS SUBJECT PROPERTY SHOWN HEREON LIES WITHIN THE 100 YEAR FLOOD HAZARD AREA AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 48439C 0160K, DATED 09-25-2009.

OWNER'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

WHEREAS Bright Living Saginaw, LLC is the sole owner of a tract of land located in the A.F. ALBRIGHT SURVEY, Abstract No. 1848, City of Saginaw, Tarrant County, Texas, and being the same tract of land described in deed to Bright Living Saginaw, LLC, recorded in Instrument No. D220031469, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southeast corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded in Instrument No. D218252409, Official Public Records, Tarrant County, Texas;

Thence North 00°35'01" West, a distance of 447.68' to a 1/2" iron rod found in the South line of Block 5 of Willow Vista Estates, Phase III A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214031894, Official Public Records, Tarrant County, Texas, and being at the Northeast corner of said Texas Opportunity Fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 590.69' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of Block 3 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9176, Plat Records, Tarrant County, Texas;

Thence South 00°35'01" East, a distance of 454.96' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°55'04" West, along said North line, a distance of 590.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land,

and designated herein as SENIOR LIVING AT SAGINAW, to the City of Saginaw, Texas and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, water courses, drains, easements, right-of-way and public places thereon shown for the purpose and consideration therein expressed.

Bright Living Saginaw, LLC

Name:
Title:

STATE OF TEXAS
COUNTY OF TARRANT

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared _____, known to me to be the person whose name is subscribed in the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

Notary Public in and for the State of Texas

PRIVATE DRAINAGE EASEMENT MAINTENANCE

The existing private drainageway, detention or retention pond located in this addition within a private drainage easement will remain unobstructed at all times and will be maintained by the individual lot owners whose lots are traversed by, or adjacent to, the private drainage easement. The City of Saginaw will not be responsible for the maintenance, erosion control and/or operation of said private drainage easements. Property owners shall keep the private drainage easements traversing their property clean and free of debris, silt or other substances, which would result in unsanitary conditions, and the city shall have the right of entry for the purpose of inspecting the maintenance work by the property owners and to assess whether the functionality of the drainageway, detention or retention pond has been maintained as designed. The drainage ways are occasionally subject to stormwater overflow and/or bank erosion that cannot be confined. The City of Saginaw shall not be liable for any damages resulting from the occurrence of those phenomena, nor the failure of any structure(s) within the private drainage easement.

SURVEYOR'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

This is to certify that I, John S. Turner, a registered professional land surveyor in the State of Texas, have platted the above subdivision from an actual survey on the ground, and that all the lot corners, angle points and points of curve shall be properly marked on the ground, and that this plat correctly represents that survey made by me.

Witness my hand at Mesquite, Texas,
This _____ day of _____, 202_.

John S. Turner
Registered Professional Land Surveyor #5310

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared John S. Turner, R.P.L.S. NO. 5310, State of Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

Notary Public in and for the State of Texas

CERTIFICATE OF APPROVAL

ON THIS _____ DAY OF _____, THIS PLAT WAS DULY APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SAGINAW, TEXAS

BY: _____
CHAIRMAN
ATTEST: _____
CITY SECRETARY

THE CITY COUNCIL OF SAGINAW, TEXAS ON _____, VOTED AFFIRMATIVELY TO ADOPT THIS PLAT AND APPROVE IT FOR FILING OF RECORD.

BY: _____
MAYOR
ATTEST: _____
CITY SECRETARY

A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 10017400
P.O. BOX 670609, MESQUITE, TX. 75187
PHONE: (972) 681-4975 FAX: (972) 681-4954
WWW.AWSURVEY.COM

~ PROPERTY ADDRESS: 824 W. McLeroy Boulevard, Saginaw, TX 76179 ~

Owner: Bright Living Saginaw, LLC
~ 5025 Rugby Dr., Irving, TX 75063 ~

Job No. 21041-001 | Drawn by: S.T. | Checked by: J.T./J.S. | 08/30/2021

"A professional company operating in your best interest"

FINAL PLAT

LOT 1, BLOCK A
SENIOR LIVING AT SAGINAW

AN ADDITION TO THE CITY OF SAGINAW,
TARRANT COUNTY, TEXAS
A.F. ALBRIGHT SURVEY, ABSTRACT NO. 1848

THIS PLAT FILED IN INSTRUMENT NO. _____ THE _____ DAY OF _____, 2020

DATE: December 8, 2020

TO: Chairman and Members of the Planning and Zoning Commission

FROM: Rick Trice, P.E., Director of Public Works

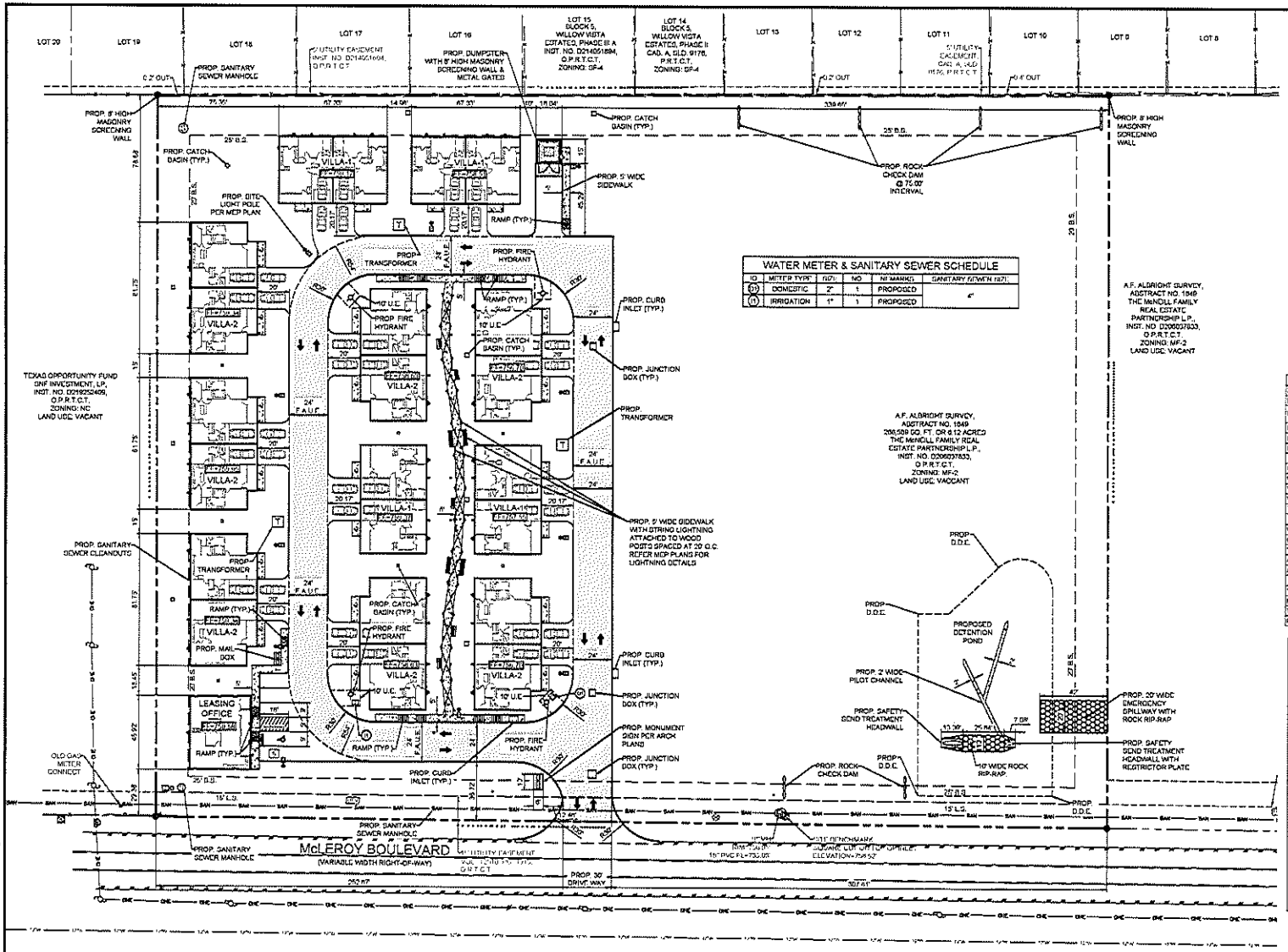
SUBJECT:
Consideration and Action regarding Approval of a Site Plan for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Owner: Bright Living Saginaw, LLC
Applicant: Deep Sapkota (Engineer)
Property Acreage: 6.120
Zoning: Multi-Family (MF2)

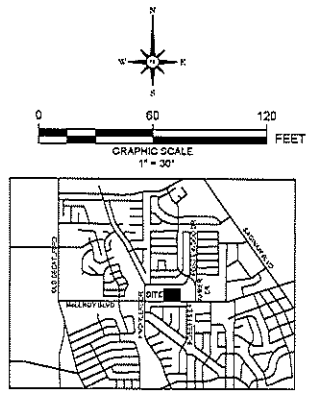
Currently Bright Living Saginaw, LLC is in the process of developing proposed Lot 1, Block A, Senior Living at Saginaw Addition as an Independent Senior Living Facility. The zoning ordinance requires approval of a site plan by the Planning and Zoning Commission and City Council prior to issuance of a building permit by the city.

The Site Plan and supporting exhibits have been reviewed by City Staff and meets or exceeds the requirements of Section 8-1 – Site Plan Requirements of the Zoning Ordinance.

If you have any questions, please let me know.



WATER METER & SANITARY SEWER SCHEDULE				
ID	METER TYPE	W.D.	NO.	W. MANIFOLD SANITARY SEWER TAP
W	DOMESTIC	2"	1	PROPOSED 6"
I	IRRIGATION	1"	1	PROPOSED



GENERAL DATA	
ZONING (FROM ZONING MAP)	MF-2
EXISTING LAND USE	VACANT
PROPOSED LAND USE	SENIOR INDEPENDENT LIVING
LOT AREA (S.F.)	266,589
LOT AREA (ACRES)	6.120
BUILDING HEIGHT/COTTAGES	21.0 FEET

BUILDING DATA		
BUILDING	TOTAL UNITS	UNIT AREA (S.F.)
CLUBHOUSE	1	1,720
VILLA-2 (DOUBLE BED UNITS)	14	1,914
VILLA-1 (SINGLE BED UNIT)	6	1,380
TOTAL	33	35,306

PARKING DATA	
VILLA PARKING REQUIRED (2 SPACES PER UNIT)	48
GARAGE PARKING PROVIDED	44
TOTAL PARKING PROVIDED	49
ADA PARKING REQUIRED	1
ADA PARKING PROVIDED	1

PERVIOUS / IMPERVIOUS DATA	
TOTAL PERVIOUS (OPEN SPACE/LANDSCAPE) AREA (S.F.)	193,122.45
PERCENTAGE OF PERVIOUS COVER	72.44%
TOTAL IMPERVIOUS AREA (S.F.)	73,466.55
PERCENTAGE OF PERVIOUS COVER	27.56%

SITE LEGEND

CONCRETE CURB
SAW-CUT LINE
FENCE
FIRE LANE
STRIPING
PARKING SPACES
MONUMENT/PYLON SIGN
WHEEL STOPS
HANDICAP LOGO
HANDICAP SIGN
RAMP
BOLLARD
TRAFFIC ARROW
FIRE HYDRANT
SANITARY SEWER MANHOLE
SANITARY SEWER CLEANOUT
SANITARY SEWER DOUBLE CLEANOUT
SANITARY SEWER SAMPLE PORT
GREASE TRAP
DOMESTIC WATER METER
IRRIGATION METER
GAS METER
TRANSFORMER
LIGHT POLE
POWER POLE

SITE GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE CITY OR LOCAL JURISDICTION STANDARDS.
2. THE LOCATION OF UNDERGROUND UTILITIES INDICATED ON THE PLANS IS TAKEN FROM AS-BUILTS, UTILITY PLANS OR SURVEY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAKE ARRANGEMENTS WITH THE OWNERS OF SUCH UNDERGROUND UTILITIES PRIOR TO WORKING IN THE AREA TO CONFIRM THEIR EXACT LOCATION AND TO DETERMINE WHETHER ANY ADDITIONAL UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT. THE CONTRACTOR SHALL PRESERVE AND PROTECT ALL UNDERGROUND UTILITIES. IF EXISTING UNDERGROUND UTILITIES ARE DAMAGED, THE CONTRACTOR WILL BE RESPONSIBLE FOR THE COST OF REPAIRING THE UTILITY.
3. WHERE EXISTING UTILITIES OR SERVICE LINES ARE CUT, BROKEN OR DAMAGED, THE CONTRACTOR SHALL REPLACE OR REPAIR THE UTILITIES OR SERVICE LINES WITH THE SAME TYPE OF ORIGINAL MATERIAL AND CONSTRUCTION, OR BETTER, UNLESS OTHERWISE SHOWN OR NOTED ON THE PLANS, AT HIS OWN COST AND EXPENSE. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AT ONCE OF ANY CONFLICTS WITH UTILITIES.
4. ALL EXCAVATIONS, TRENCHING AND SHORING OPERATIONS SHALL COMPLY WITH THE REQUIREMENTS OF THE U. S. DEPARTMENT OF LABOR, OSHA, CONSTRUCTION SAFETY AND HEALTH REGULATIONS AND ANY AMENDMENTS THERETO.
5. THE CONTRACTOR SHALL RESTORE ALL AREAS DISTURBED BY CONSTRUCTION TO ORIGINAL CONDITION OR BETTER. RESTORED AREAS INCLUDE, BUT ARE NOT LIMITED TO TRENCH BACKFILL, SIDEWALKS, FENCES, DRAINAGE DITCHES, DRIVEWAYS, PRIVATE YARDS AND ROADWAYS.
6. ANY CHANGES NEEDED AFTER CONSTRUCTION PLANS HAVE BEEN RELEASED, SHALL BE APPROVED BY THE CITY ENGINEER. THESE CHANGES MUST BE RECEIVED IN WRITING.
7. THE CONTRACTOR SHALL PROVIDE "RED LINED" MARKED PRINTS TO THE ENGINEER PRIOR TO FINAL INSPECTION INDICATING ALL CONSTRUCTION WHICH DEVIATED FROM THE PLANS OR WAS CONSTRUCTED IN ADDITION TO THAT INDICATED ON THE PLANS.
8. ALL CURB RADIUS TO BE 10' OR 2' UNLESS OTHERWISE NOTED ON THE SITE PLAN.

PROJECT CONTACT LIST	
OWNER/DEVELOPER BRIGHT LIVING GAUNAY, LLC 6960 SPECTRUM DRIVE, SUITE 123 ADDISON, TX 75001 CONTACT: ANAND "ANDY" PATEL TEL: 469-955-0911 EMAIL: ANAND@JOURNEYCAPH.COM	ARCHITECT DFD ARCHITECTS INC. 305 WEST WALLS STREET, SUITE 101 LEANDER, TX 78641 CONTACT: WILLIAM A DAVIES, AIA TEL: 512-259-4175 EMAIL: WDAVIES@DFDARCH.COM
CIVIL ENGINEER TRIANGLE ENGINEERING LLC 1764 W. MCDERMOTT DRIVE, SUITE 110 ALLEN, TX 75013 CONTACT: KEVIN PATEL TEL: (469)-213-1707 EMAIL: KPATEL@TRIANGLE-ENGR.COM	SURVEYOR A & W SURVEYING, INC. P.O. BOX 870209 MESQUITE, TX 75187 CONTACT: JOHN D. TURNER TEL: 972-681-4875 EMAIL: JOHN@AWSURVEY.COM

EASEMENT/SETBACK LEGEND	
BUILDING SET BACK	B.S.
LANDSCAPE SET BACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

"ALL THE INFORMATION PRESENTED IN THE PLANS, AND SUPPORTING DOCUMENTS REFLECT A REASONABLY ACCURATE PORTRAYAL OF THE GENERAL NATURE AND CHARACTER OF THE APPLICANT'S PROPOSAL"

SIGNATURE | CIVIL ENGINEER, P.E. (TITLE) | 12/01/2020 (DATE)

SITE PLAN
SHEET 1 OF 8

APPLICANT
KEVIN PATEL, P.E.
TRIANGLE ENGINEERING LLC

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TX REG. ENTITY #14105
TRIANGLE ENGINEERING LLC
Planning | Civil Engineering | Construction Management
1764 W. McDermott Drive, Suite 110, Allen, TX 75013
TEL: 469.213.1707 | FAX: 214.491.0917

811 Know what's below. Call before you dig.

NO	DATE	DESCRIPTION	BY
1	09/24/2020	1ST CITY SUBMITTAL	VP
2	12/2/2020	2ND CITY SUBMITTAL	VP
-	-	-	-
-	-	-	-
-	-	-	-

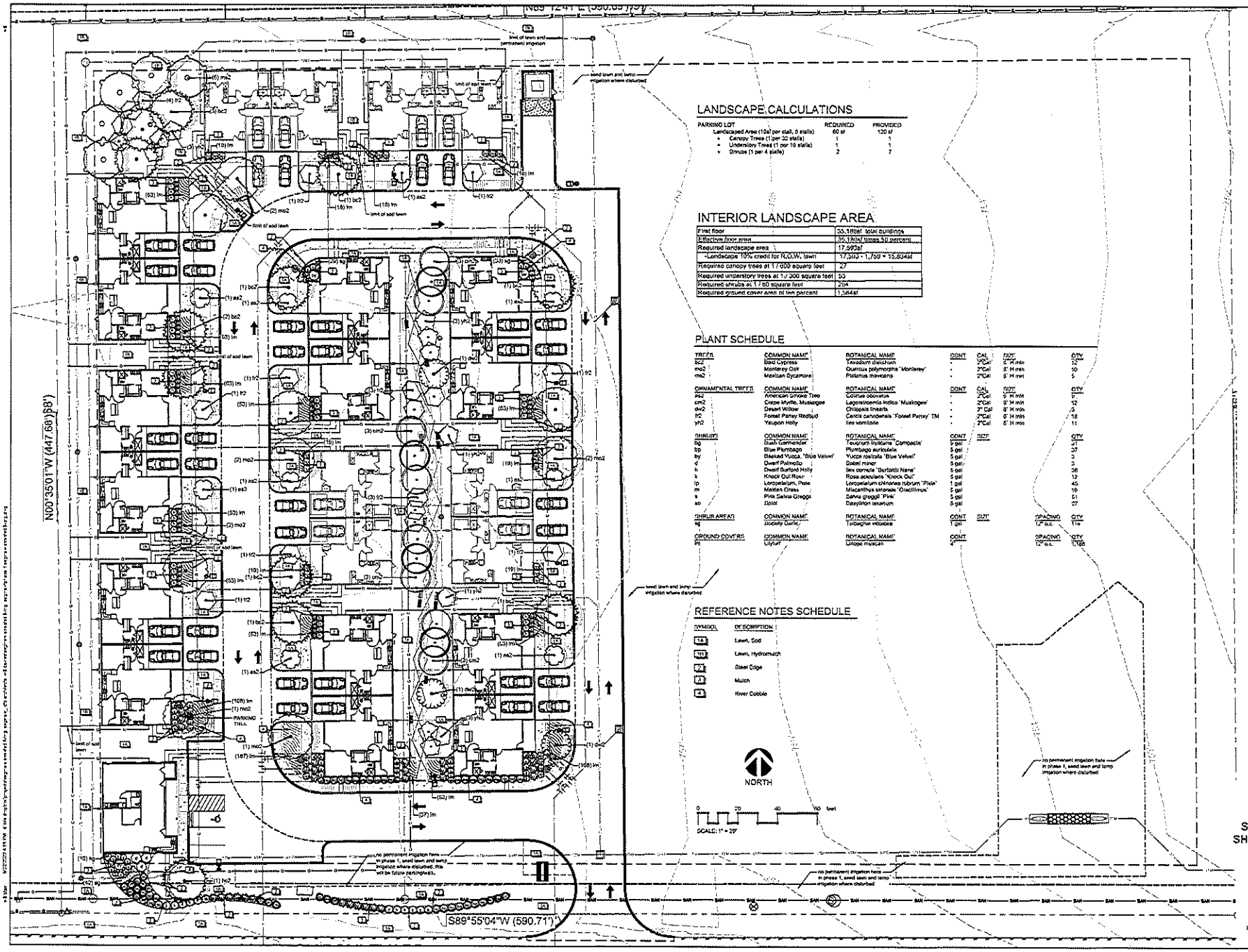
SITE PLAN
INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
KP	DD

SHEET #
C-3.0

PLEASE RECYCLE

I:\2020\021-20 SENIOR LIVING @ SAGINAW, TEXAS\CIVIL\CONSTRUCTION\Sheets\Dwg 12/2/2020 9:35:25 AM, DWG to PDF.pc3



LANDSCAPE CALCULATIONS

PARKING LOT	REQUIRED	PROVIDED
Landscaped Area (10sf per stall, 6 stalls)	60 sf	120 sf
• Canopy Trees (1 per 30 stalls)	1	1
• Understory Trees (1 per 15 stalls)	1	1
• Shrubs (1 per 4 stalls)	2	7

INTERIOR LANDSCAPE AREA

First floor	33,188sf total buildings
Effective floor area	35,188sf times 50 percent
Required landscape area	17,593sf
-Landscape 10% credit for R.O.W. lawn	17,593 - 1,759 = 15,834sf
Required canopy trees at 1/ 000 square feet	27
Required understory trees at 1/ 300 square feet	53
Required shrubs at 1/ 80 square feet	204
Required ground cover Area at ten percent	1,584sf

PLANT SCHEDULE

TREES	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	QTY
bc2	Bald Cypress	Taxodium distichum	-	2"Cal	6' H min		12
mc2	Monterey Oak	Quercus polymorpha 'Monterey'	-	2"Cal	6' H min		18
ms2	Mexican Sycamore	Platanus mexicana	-	2"Cal	6' H min		9

ORNAMENTAL TREES	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	QTY
as2	American Smoke Tree	Cotinus obovatus	-	2"Cal	6' H min	6
cm2	Crape Myrtle, Muskogee	Lagerstroemia indica 'Muskogee'	-	2"Cal	6' H min	8
dw2	Desert Willow	Chilopsis linearis	-	2"Cal	6' H min	6
rb3	Forest Pansy Redbud	Cercis canadensis 'Forest Pansy' TM	-	2"Cal	6' H min	18
yh2	Yaupon Holly	Ilex vomitoria	-	2"Cal	6' H min	11

SHRUBS	COMMON NAME	BOTANICAL NAME	CONT	SIZE	SPACING	QTY
bg	Bush Germander	Teucrium fruticans 'Compacta'	5 gal			5
pp	Blue Plumbago	Plumbago auriculata	5 gal			5
by	Blaked Yucca, "Blue Velvet"	Yucca rostrata 'Blue Velvet'	5 gal			3
p	Dwarf Palmetto	Sabal minor	5 gal			3
r	Dwarf Burford Holly	Ilex cornuta 'Burfordii Nana'	5 gal			36
s	Knock Out Rose	Rosa accuilaris 'Knock Out'	5 gal			12
lp	Loropetalum, Pixie	Loropetalum chinense rubrum 'Pixie'	1 gal			45
m	Maiden Grass	Miscanthus sinensis 'Oracilimus'	5 gal			16
s	Pink Salvia Greggii	Salvia greggii 'Pink'	5 gal			15
ab	Dalol	Dasylirion texanum	5 gal			3

SHRUB AREAS	COMMON NAME	BOTANICAL NAME	CONT	SIZE	SPACING	QTY
ag	Society Garlic	Tulbaghia violacea	1 gal		12" o.c.	74

GROUND COVERS	COMMON NAME	BOTANICAL NAME	CONT	SPACING	QTY
lm	Liriturf	Liriope muscari	4"	12" o.c.	1108

REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION
1a	Lawn, Sod
1b	Lawn, Hydromulch
2	Steel Edge
3	Mulch
4	River Cobble

SITE PLAN
SHEET 2 OF 8

Know what's below. Call before you dig.

BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY, INTEGRITY, RELIABILITY.
William S. Blair
(512) 522-5319
WSBlair@Att.com
www.BlairLA.com
1007 Cody Trail
Buda, TX 78610
Austin, TX 78701

Wilbur D. Blair
September 22, 2020

Saginaw Senior Campus
Phase 1
Military Blvd.
Saginaw, Texas

Landscape Plan

L1
OF 2

LANDSCAPE PLANTING SPECIFICATIONS

1) Guarantee - All labor, materials and plants will be guaranteed for a period of twelve (12) months after the final acceptance of work by Owner. All plants that have died or are unhealthy shall be replaced no later than 30 days from the anniversary date of the final acceptance. This guarantee does not apply to plant material that dies due to abnormal freezes, hail, abnormal high winds, or other acts of God, vandalism or lack of normal maintenance and watering. This guarantee does not apply to annual plantings.
2) Contractor is to verify all site dimensions and layout prior to the commencement of landscape construction. Any discrepancies between the drawings and the actual site conditions shall be brought to the attention of the owner's representative immediately.
3) Contractor is responsible for verification of the location of all underground utilities, repair to said utilities as a result of the work of the contractor shall be the responsibility of the contractor. Refer to the drawing for any additional information.
4) Contractor is responsible for maintaining positive drainage in all shrub and turf planting areas.
5) Tree pits are to be the same depth as the root ball and 24" wider. Prior to planting the tree pit should be filled with water to check for good drainage. If water does not drain the Contractor should check with the Landscape Architect to relocate the tree.
6) Trees should be positioned in the center of the tree pits, back filled with soil that was excavated from the pit until the surface is level with the surrounding area and the crown of the plant is at the finished grade. Build a water basin around the tree (36" dia.). Water until planting pit is soaked and soil has settled. Add soil necessary to bring soil level flush with surrounding ground. Fill the basin with three (3) inches of compost.
7) All plant material shall conform to the standards of the latest edition of "American Standard for Nursery Stock" by The American Association of Nurserymen and "Grades and Standards" by The Texas Association of Nurserymen. A plant shall be dimensioned as it stands in its natural position. All plants shall be at least the minimum size indicated. Larger stock is acceptable at no additional cost, and providing that the larger plants will not be cut back to size indicated.
8) It is the landscape contractor's responsibility to provide plants free of disease or pests.
9) Space specified quantity of plant materials to evenly fill designated areas, adjusting spacing indicated on the drawings as required. Landscape architect or owner to have final approval of locations of all trees, shrubs and groundcover beds.
10) Contractor is responsible for removing all clods, rocks, concrete, trash and any other debris from beds prior to adding soil ix or plant material.
11) All planting beds should have three (3) inches of compost tilled into them to a depth of six (6) inches. A three (3) inch layer of shredded hardwood bark mulch should be applied to all beds after planting is completed. Four (4) inch pots and ground cover may be planted through the mulch.
12) Contractor is responsible for removal of trash and repair of hazardous conditions (tools, open holes, et.) on a daily basis by the end of the work day.
13) Water all plantings in bed areas thoroughly on a daily basis until final acceptance.
14) To prepare turf areas treat them with a selective herbicide two weeks prior to sodding or seeding. Then rake area to remove stones, sticks and other debris. Add two (2) inches of topsoil to the turf area. Rake area to a finish grade (1" below walks and curbs).
15) If sodding is to take place the sod should be gathered and planted within a 48 hour period. Lay the sod to form a solid mass with tight fitting joints. Butt ends and sides of sod and offset joints in adjacent courses. Roll sod to ensure good contact with soil. If planting on a slope be sure to lay courses parallel to the contours and secure sod with pins if necessary. Site preparation and maintenance will be the same for hydromulching.
16) Water sod daily so as to not allow turf blades to wilt. If necessary water twice per day.
17) Apply slow release fertilizer 15-15-15 or equal at a rate of 2 lbs. per 100 s.f. to all turf or planted areas.

REFERENCE NOTE SPECIFICATIONS

LAWN AREAS - SOD / HYDROMULCH / SEED MIX

1A. Lawn, Bermuda "TSI 419" Sod, provide 2" of topsoil tilled into existing. Top of lawn 1" below top of adjacent concrete/hardscape. Flatten sod with lawn roller. Provide spray irrigation. Subsurface irrigation within Right of Way (R.O.W.). Pre emergent weed treatment recommended.

1B. Lawn, Bermuda "Blackjack" Hydromulch. Include Perennial Ryegrass if planted in cool season. Provide 2" of additional top soil. Tackifier additive for hydromulch. Spray irrigation. Temporary irrigation only within septic fields or Right of Way (R.O.W.). Temporary irrigation until established if outside of property line. Pre emergent weed treatment recommended.

STEEL EDGE

2. Steel edge, 3/16" x 4" landscape edging as manufactured by Ryerson, or equal, dark green and furnished with steel stakes. Install edging in smooth curves free of kinks. Final height of edging to be 1" above height of soil mat of sod.

MULCHES / GRAVELS / RIVER ROCK / BOULDERS

3. Mulch, Native Hardwood, 3" deep. Drip irrigation, ensure that drip line is placed above rootballs.
4. River Cobble, Arizona. 70% 1-3" size mixed with 30% 3-8" size, 3" deep, wood barrier cloth beneath, if used in areas near plants provide irrigation bubblers to plants and use the following bed prep: 6" of "Growers Mix" soil (40% compost, 40% loam, 10% sand) tilled into existing soil in all areas of the bed. Drip irrigation, Ensure that drip line is placed above rootballs.

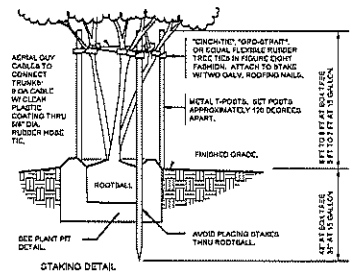
19) Contractor shall keep all construction areas and public streets free from accumulation of waste material. Upon completion of construction and prior to final approval contractor shall thoroughly clean the site of all trash, spilled soil, and litter, etc. that has resulted from landscape construction operations. Repair all damage to finish grade including tailings from excavations, wheel ruts, etc. caused from construction. All debris, trash and excess materials and equipment shall be removed from the site prior to final acceptance.
20) Remove all tags, ribbons and wires from all newly installed plant material.

LANDSCAPE MAINTENANCE REQUIREMENTS

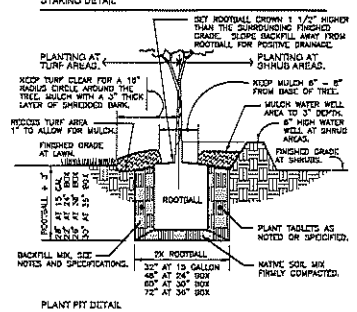
The owner shall be responsible for:
1) Regular maintenance of all required landscape areas and plant materials in a vigorous and healthy condition, free from diseases, pests, weeds, and litter. This maintenance shall include weeding, watering, fertilization, pruning, mowing, edging, mulching or other needed maintenance, in accordance with generally accepted horticultural practice.
2) The repair or replacement of required landscape structures (walls, fences, etc.) to a structurally sound condition.
3) The regular maintenance, repair, or replacement, where necessary, of any required screening or buffering.
4) All open space areas that are to be preserved as natural plant communities shall be trimmed, at least once a year, of all exotic vegetation, lawn grasses, trash, or other debris. Natural area should be mulched, pruned and otherwise maintained so that plants are vigorous.

IRRIGATION SPECIFICATIONS

1) Irrigation contractor will provide pipes for sleeves and specify locations for placement of sleeves by general contractor prior to pouring concrete or laying asphalt.
2) Irrigation contractor will install all backflow prevention devices and all piping between the point of connection and the backflow preventer as per local governing authorities.
3) Find location of backflow preventer, and automatic controller location shall be approved by the owner's authorized representative.
4) 120 VAC electrical power source at controller location shall be provided by others. The irrigation contractor shall make the final connection from the electrical source to the controller.
5) All sprinkler heads shall be set perpendicular to finish grade unless otherwise specified.
6) The irrigation contractor shall flush and adjust all sprinkler heads and valves for optimum coverage with minimal overspray onto walks, streets, walls, etc.
7) Head location is the responsibility of the irrigation contractor, with the understanding that all landscape areas will receive adequate water to provide for vigorous growth of vegetation.
8) Irrigation contractor will replace or repair all items damaged by his work.
9) All work shall be installed in accordance with applicable codes and ordinances for the City of Saginaw, Texas and the National Electrical Code and all governing authorities.
10) The irrigation contractor is responsible for reporting any deficiency in water pressure that would affect the operation of the irrigation system.
11) The irrigation contractor shall be a Registered Licensed Irrigator in the State of Texas. Contractor must conform to all codes as stated in section 34 of the Texas Water Code and TNRCC.
12) All remote control valves, gate valves, quick couplers and control wire and computer cable pull pints shall be installed in approved valve boxes.
13) Irrigation Contractor shall procure all permits, licenses, and pay all charges and fees and give all necessary notices for the completion of work.
14) Contractor shall not disturb roots of existing trees. There shall be no machine trenching below the dripline of existing trees.
15) Extreme care shall be exercised in excavating and working near utilities. Contractor shall verify the location and condition of all utilities and be responsible for damage to any utilities.
16) Contractor shall clearly mark all exposed excavations, materials, and equipment. Cover or barricade trenches when the contractor is not on the site. Take all necessary precautions to protect and prevent injury to any persons on the site.
17) All automatic irrigation systems shall be equipped with a controller of dual or multiple programming. Controllers shall have multiple cycle start capacity and a flexible calendar program, including the capacity of being set to water every five days. All automatic irrigation systems shall be equipped with a rain sensor shutoff device.
18) Irrigation in Texas is regulated by the Texas Commission on Environmental Quality, www.tceq.texas.gov, (512) 239-1000

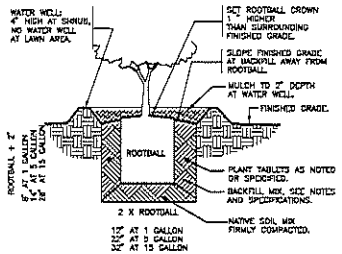


STAKING DETAIL



PLANT PIT DETAIL

1 TREE PLANTING MULTI-STAKE
1" = 1'-0"

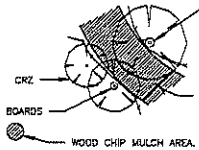


2 SHRUB PLANTING
1" = 1'-0"

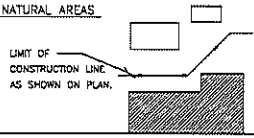
TREE PROTECTION FENCE LOCATIONS

NO SCALE

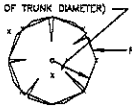
LINEAR CONSTRUCTION THROUGH TREES



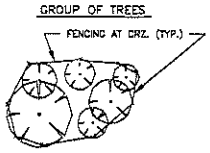
NATURAL AREAS



INDIVIDUAL TREE

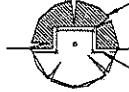


GROUP OF TREES

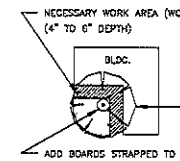


NOTE:
LIMITS OF MULCH AREAS AND DISTANCE FROM TRUNKS TO WORK/ PERMEABLE PAVING AREAS SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.

TREES IN PAVING AREA

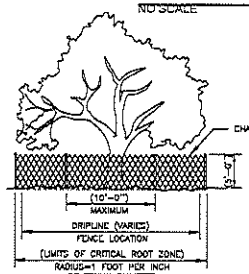


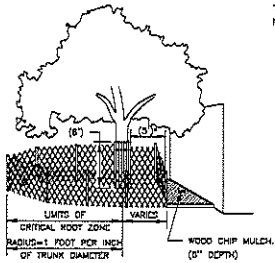
TREES NEAR CONSTRUCTION ACTIVITY



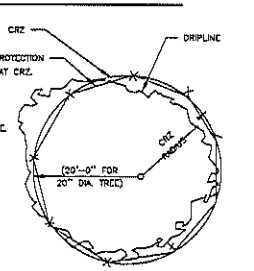
TREE PROTECTION FENCE - CHAIN LINK

NO SCALE

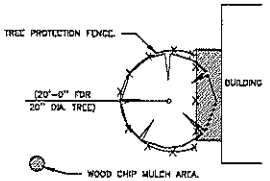




*AS NEEDED TO PROVIDE NECESSARY WORK SPACE. IF LESS THAN 5', THEN ADD BOARDS STRAPPED TO TRUNK.



NOTE:
LIMITS OF WOOD CHIP MULCH AREA AND DISTANCE FROM TRUNK TO WORK AREA SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.



SITE PLAN
SHEET 3 OF 8

No.	Description	Date

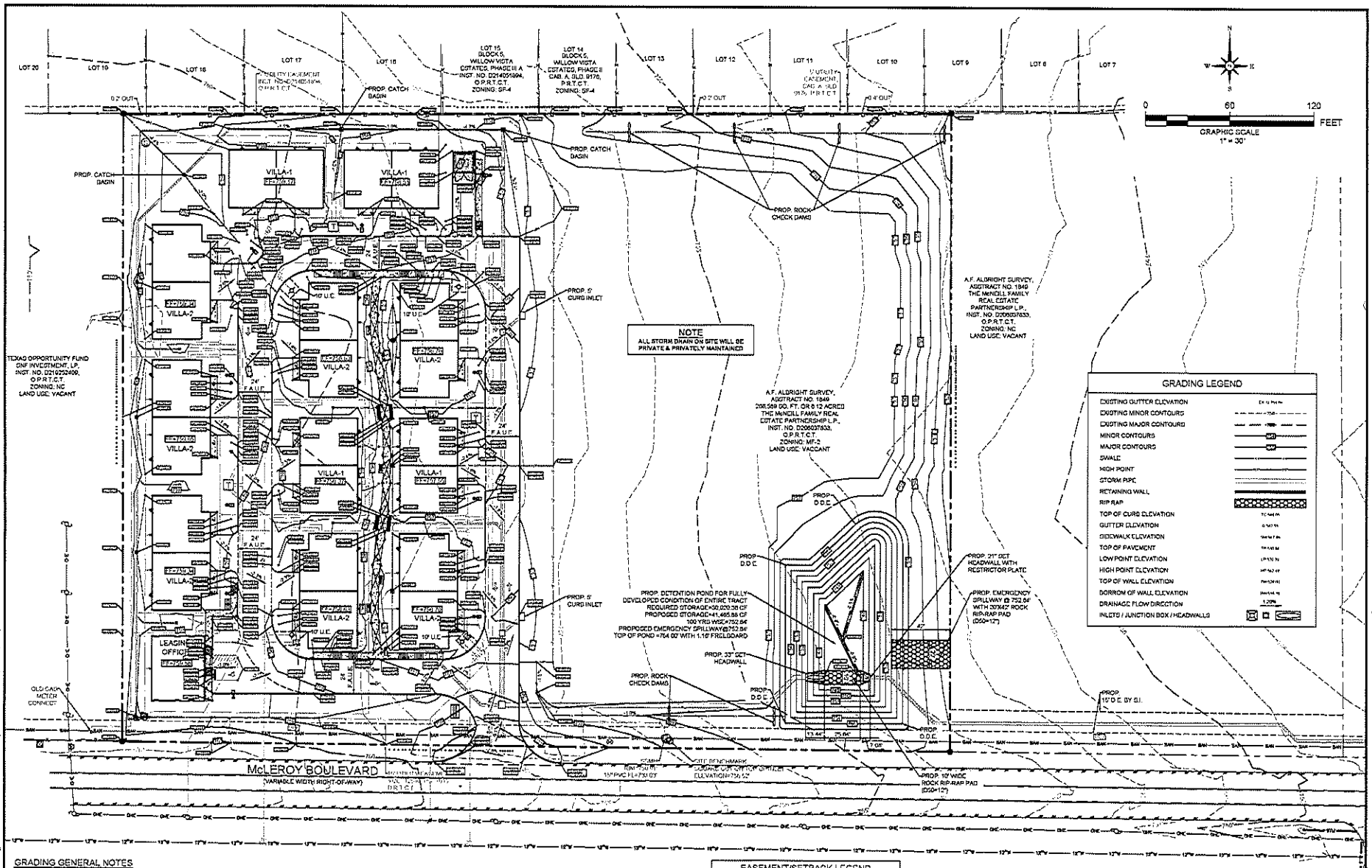
BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY, INTEGRITY, RELIABILITY.
William B. Blair
108 Congress Ave.
Boerne, TX 78006
(512) 522-2519
www.BlairLA.com

William B. Blair
September 22, 2020

Saginaw Senior Campus
Phase 1
McLeroy Blvd.
Saginaw, Texas

Landscape Details & Specifications

L2
OF 2



GRADING LEGEND

EXISTING GUTTER ELEVATION	EX 12 PVC FL
EXISTING MINOR CONTOURS	
EXISTING MAJOR CONTOURS	
MINOR CONTOURS	
MAJOR CONTOURS	
SWALE	
HIGH POINT	
STORM PIPE	
RETAINING WALL	
RIP RAP	
TOP OF CURB ELEVATION	TC 744.64
GUTTER ELEVATION	G 743.74
SIDEWALK ELEVATION	SW 744.74
TOP OF PAVEMENT	TP 743.84
LOW POINT ELEVATION	LP 743.74
HIGH POINT ELEVATION	HP 743.47
TOP OF WALL ELEVATION	TW 744.74
BORROW OF WALL ELEVATION	BW 744.74
DRAINAGE FLOW DIRECTION	1.20%
INLETS / JUNCTION BOX / HEADWALLS	

GRADING GENERAL NOTES

1. ALL SURPLUS EXCAVATION AND WASTE MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND IT SHALL BE HIS SOLE RESPONSIBILITY TO REMOVE SUCH SURPLUS EXCAVATION AND WASTE MATERIAL FROM THE SITE TO A PUBLIC DUMP SITE APPROVED FOR THE DISPOSAL OF SUCH MATERIALS. IF SURPLUS EXCAVATION IS REMOVED FROM THIS SITE TO ANOTHER PROPERTY, IT SHALL BE PLACED ON SUCH PROPERTY WITH THE WRITTEN CONSENT OF THE OWNER(S) OF SUCH PROPERTY. A COPY OF SUCH WRITTEN CONSENT SHALL BE PROVIDED TO THE OWNER. IF THE CONTRACTOR WISHES TO DISPOSE OF SURPLUS EXCAVATION ON-SITE, IT SHALL BE ONLY WITH THE PRIOR APPROVAL OF THE OWNERS PROJECT REPRESENTATIVE AND CARE SHOULD BE TAKEN TO AVOID BLOCKING NATURAL DRAINAGE AND INCREASING STEEP SLOPES. IF ANY OF THE HAULED EXCAVATION MATERIAL IS TAKEN TO ANOTHER LOCATION WITHIN THE CITY LIMITS, THE OWNER OF THE PROPERTY IS REQUIRED TO OBTAIN A LOT GRADING PERMIT BEFORE MATERIAL IS DELIVERED.
2. THE CONTRACTOR IS REQUIRED TO PROVIDE HIS OWN STAKING AND TO VERIFY PROJECT ELEVATIONS. "MATCH EXISTING" SHALL BE UNDERSTOOD TO APPLY TO BOTH VERTICAL ELEVATION AND HORIZONTAL ALIGNMENT.
3. THE CONTRACTOR SHALL PREPARE ALL LANDSCAPE AREAS INCLUDING STREET RIGHT-OF-WAY AREAS TO AN ACCEPTABLE SUBGRADE CONDITION IN ACCORDANCE WITH THE LANDSCAPE PLANS. IF THE CONTRACTOR IS NOT EMPLOYED TO PROVIDE AND INSTALL LANDSCAPING, HE SHALL PREPARE A FINISHED AND COMPACTED SUB-GRADE IN THE LANDSCAPING AREAS.
4. NO SLOPES TO EXCEED 4H:1V WITHOUT SLOPE STABILIZATION.

EASEMENT/SETBACK LEGEND

BUILDING SET BACK	B.S.
LANDSCAPE SETBACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

SITE BENCHMARKS

1. SQUARE CUT ON TOP OF PAVEMENT AROUND SANITARY SEWER MANHOLE.

ELEVATION=756.52'

FLOOD PLAIN NOTE

ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) NUMBER 48439C0160K, DATED 09/25/2009, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS, THE SUBJECT PROPERTY LIES IN ZONE "X".

SITE PLAN
SHEET 4 OF 8

COPYRIGHT 2020 © TRIANGLE ENGINEERING LLC

TX REG# F-11525
TRIANGLE ENGINEERING LLC
5 HOUSTON CENTER | 1401 MCKINNEY ST | SUITE 1900 | HOUSTON, TEXAS 77010
Planning | Civil Engineering | Construction Management

Know what's below. Call before you dig.

NO	DATE	DESCRIPTION	BY
1	09/24/2020	1ST CITY SUBMITTAL	XP
2	10/23/2020	2ND CITY SUBMITTAL	XP
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

KANDATA N. HALL 97534 LICENSED PROFESSIONAL ENGINEER
10/23/2020

GRADING PLAN

INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
XP	DG

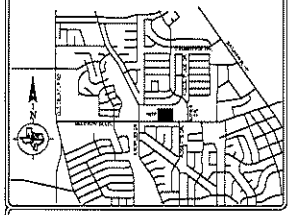
SHEET #
C-5.0

PLEASE RECYCLE

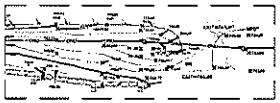
Z:\2020\021-20 SAGINAW_TEXAS\04 ENGR\04 CIVIL\01 DWG\01 SAGINAW_TEXAS GRADING PLAN.dwg 10/23/2020 1:03:05 PM, DVD to PDF.pc3

ALTA/NSPS LAND TITLE SURVEY

VICINITY MAP - NOT TO SCALE



DETAIL - NOT TO SCALE



NOTE: All 1/2 IRS are 1/2-inch iron rods with yellow plastic caps stamped "RPLS 5315", MRD = Monument of Record Dignity

LEGEND

LEGAL DESCRIPTION

Being all that certain lot, tract, or parcel of land located in the A.A. ALBRIGHT SURVEY, Abstract No. 1849, City of Saginaw, Tarrant County, Texas, and being part of the same tract of land described in deed to The McNeill Family Real Estate Partners, LP., recorded in Instrument No. D209037633, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southwest corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded in Instrument No. D215052409, Official Public Records, Tarrant County, Texas;

Thence North 89°53'01" West, a distance of 441.56' to a 1/2" iron rod found in the South line of Block 5 of Willow Vista Estates, Phase II A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214051894, Official Public Records, Tarrant County, Texas, and being at the Northwest corner of said Texas Opportunity fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 500.00' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5315" set for corner in the South line of Block 5 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9178, Plat Records, Tarrant County, Texas;

Thence South 00°53'01" East, a distance of 454.56' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5315" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°30'04" West, along said North line, a distance of 500.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land.

SURVEYOR'S CERTIFICATION

To: Acord Partners, LLC, a Texas limited liability company, Stewart Title Guaranty Company, Triangle Engineering, LLC, Security National Bank, and The McNeill Family Real Estate Partnership L.P., all in connection with G.F. No. C21-20-1001

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 8, 9, 11, and 13 of Table A thereof. The fieldwork was completed on 02-20-2020.

Date of Plat or Map: 02-21-2020

PRELIMINARY SURVEY
NOT FOR RECORDING PURPOSES

JAMES L. WARE, RPLS No. 5315

This survey was performed exclusively for the parties in connection with the G.F. number shown hereon and is licensed for a single use. This survey remains the property of the Surveyor. Unauthorized reuse is not permitted without the expressed written permission of the Surveyor. This survey is an original work protected by United States Copyright law and International treaties. All rights reserved. Do not make illegal copies.

Please note that the use of the word "CERTIFY" or "CERTIFICATE" used hereon constitutes an expression of professional opinion regarding those facts or findings which are the subject of the certification, and does not constitute a warranty or guarantee, either expressed or implied.

TABLE "A" NOTES

1) Shown on survey
2) Shown on survey
3) Shown on survey
4) Shown on survey
5) Vertical relief source derived from National Geodetic Survey Data, Benchmark Designation Z 944, elevation = 704.87'
7(a) Shown on survey
8) Shown on survey
9) No parking spaces located on subject property.
11) All visible utilities shown, underground water and sewer are approximate location. The following utility companies have performed a Distress on the subject property:
AT&T Distribution - CLEAR, Energy Transfer - CLEAR, Atmos Energy - MARKED.
13) Shown on survey

FLOOD

This is to certify that no portion of the subject property shown hereon lies within the 100 Year Flood Hazard Area as shown on The Flood Insurance Rate Map, Community Panel No. 48439C 0195K, dated 09-25-2009. The property is located in Zone "X".

SCHEDULE "B" NOTES

Items corresponding to the Commitment for Title Insurance issued January 17, 2020, by Stewart Title Guaranty Company bearing an effective date of January 2, 2020, G. F. No. C21-20-1001.

10f) Agreement, Vol. 1117, Pg. 439, R.P.R.T.C.T. (Subject to - Not plottable)
10g) Utility Easement, Vol. 12910, Pg. 1915, R.P.R.T.C.T. (Subject to - On survey)

The surveyor has not abstracted the record title and/or easements of the subject property. The Surveyor prepared this survey with the benefit of a title commitment described above and assumes no liability for any easements, rights-of-way dedications or other title matters affecting the subject property which may have been filed in the real property records but are not disclosed in said title commitment.

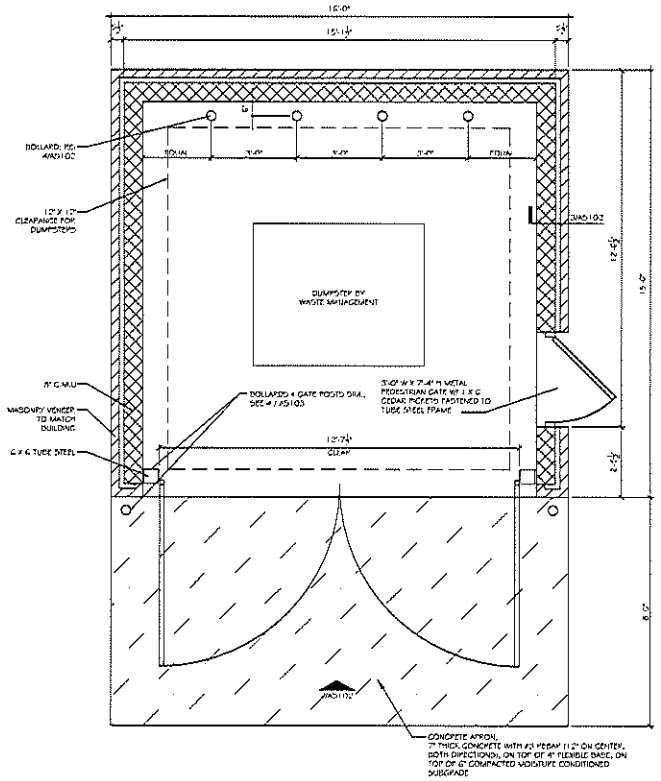
SITE PLAN
SHEET 5 OF 8

800 McLEROY BOULEVARD

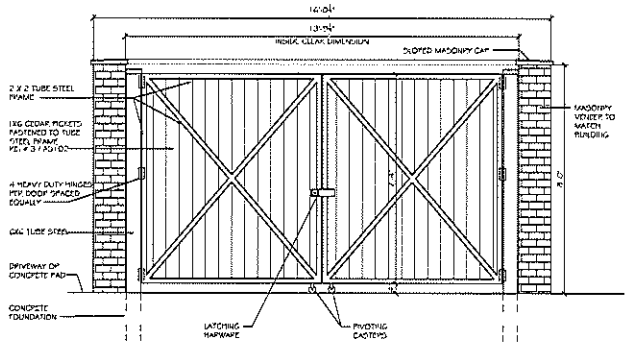
SAGINAW, TEXAS

A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 10074400
P.O. BOX 870870, MESQUITE, TX, 75187
PHONE: (972) 681-4475 FAX: (972) 681-4484
WWW.AWSURVEY.COM

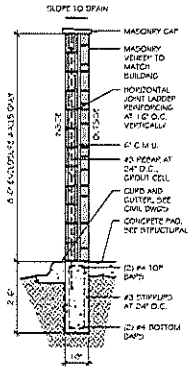
"A professional company operating in good faith always"



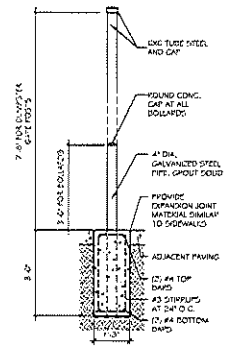
1 DUMPSTER ENCLOSURE
SCALE: 1/2" = 1'-0"



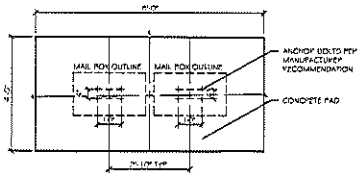
2 DUMPSTER GATE
SCALE: 1/2" = 1'-0"



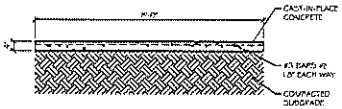
3 WALL SECTION
SCALE: 1/2" = 1'-0"



4 BOLLARD AND POST DETAIL
SCALE: 1/2" = 1'-0"



5 MAIL BOX UNIT
SCALE: 1/2" = 1'-0"



6 MAIL BOX CLUSTER UNIT PAD DETAIL
SCALE: 1/2" = 1'-0"

ISSUED ON:
SEPTEMBER 9, 2020

THIS DOCUMENT IS NOT FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION.

ISSUED FOR:

DFD ARCHITECTS INC
309 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW INDEPENDENT LIVING PHASE -I

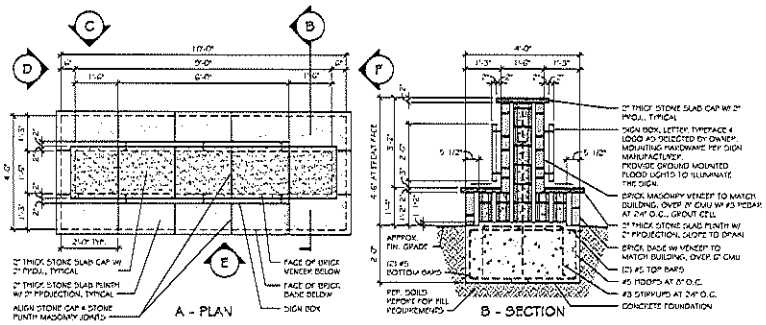
PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

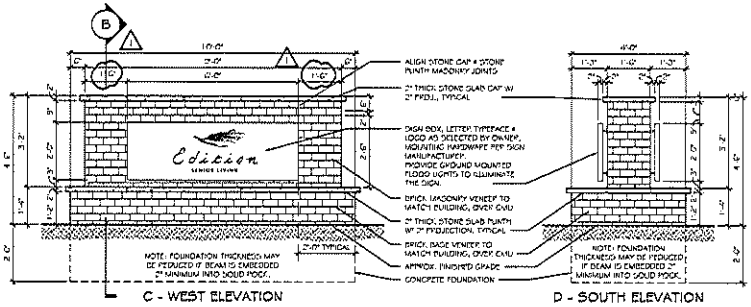
OWNER:
BRIGHT LIVING SAGINAW, LLC.
5080 SPECTRUM DR.
SUITE 1230W
ADDISON, TX 75001

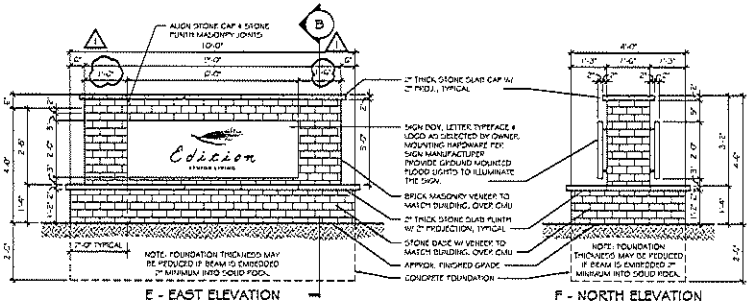
SITE PLAN DETAILS

AS102

SITE PLAN
SHEET 6 OF 8







1 MONUMENT SIGN
SCALE: 1/2" = 1'-0"

SITE PLAN
SHEET 7 OF 8

FIRST ISSUED ON:
SEPTEMBER 29, 2020

OCTOBER 30, 2020

REVISIONS:
1 ADDENDUM 1
CITY COMMENTS
OCTOBER 30, 2020

DFD ARCHITECTS INC
305 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW
INDEPENDENT
LIVING
PHASE -I

PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

OWNER:
BRIGHT LIVING
SAGINAW, LLC.
5000 SPECTRUM DR.
SUITE 1230W
ADDISON, TX 75001

1 MONUMENT SIGN
PLAN DETAILS,
SECTION,
ELEVATION

AS103

DFD ARCHITECTS INC

Addendum

Project:	Saginaw Independent Living City of Saginaw, Texas	**Addendum No. 3**
To Owner:	Bright Living Saginaw, LLC 25080 Spectrum Drive, Suite 123W Addison, Tx 75001	**Date:** 12/01/2020

The Permit Set dated September 29th, 2020 is hereby revised with the following changes (These include the plan review comments issued as Addendum No. 3 dated December 01, 2020:

1. Enclosed please find landscape plans L1 and L2 for your reference.

2. Per Article 8. – Supplemental District Regulations EC. 8-1. – Site plan requirements Section E. Site Plan content – Item 9. - the landscape plan includes the type, location and quantity of all plant materials used for landscaping and the type, location and height of fences or screening and the plantings around them.

Please note that the attached drawings comply with all the items listed in item 2. Additionally, refer to sheet C-3.0 for the revised sidewalk layout.

I trust that the enclosed information is beneficial and satisfactory. We are hopeful that the detailed revisions and description indicated herein will allow for the issuance of a building permit. If you have any questions or comments, please feel free to contact me.

Sincerely,

William A. Davies, AIA
President, DFD Architects, Inc.

SITE PLAN
SHEET 8 OF 8

November 30, 2020	CITY OF SAGINAW PUBLIC WORKS REPORT TO CITY MANAGER		
Name of Development	**Developer**	**# of Lots**	**Status**
Willow Vista Phase 3A	Mearl McBee	47	45 permits issued for new homes.
Willow Vista Phase 3C	Mearl McBee	74	17 permits issued for new homes
Willow Creek Sanitary Sewer Extension to serve future development.	Mearl McBee		Complete August 2020
Beltmill	Don Allen VLMC, Inc	MF, Residential, Commercial	Conceptual Development Plan and Development Agreement approved 11/17/2020
Capital Projects:			
Name of Project	**Status**	**Estimated Date of Completion**	**Comments:**
Safe Pathway Sidewalks	Advertised for construction	Spring 2021	Opal Street to Southern Ave to Bluebonnet Street
East Bailey Boswell Rd reconstruction Phase III Overpass	Construction under way	Spring 2022	Construction began 8/10/2020. 17% complete.
W. J. Boaz and Old Decatur Road Intersection Construction	60% plans approved.	2021	Proposed advertisement January 2021
N Old Decatur design	IPO awarded	March 2021	60% design complete
Knowles Drive Phase 1	IPO awarded	March 2021	Design 90% complete
Knowles Drive Phase 2	Pending	Pending	Design 60% complete
Knowles Drive Phase 3	Pending	Pending	Design 60% complete
Street Maintenance Fund Projects:			
Name of Project	**Status**	**Estimated Date of Completion**	**Comments:**
Anderson Street Reconstruction	Construction underway	January 2021	Complete with exception of Saginaw Blvd to Belmont.
East McLeroy Reconstruction	Construction underway	January 2021	Under construction. 40% complete.
Building and Inspections:			
Building Permits	**Location**	**Status**	**Comments**
DFW Cornerstone	989 Kennedy Lane	Permit issued	C/O issued

Saginaw Health Care and Rehab	848 W. McLeroy Blvd	Permit pending	53,249 SF, $6,796,000 care facility. Permit pending adding contractors and payment
All Storage	1416 N Old Decatur Rd	Permit pending	Pending payment
7-Eleven Convenience Store	Old Decatur Rd and Longhorn	Civil plans under review	Under review
Industrial Outdoor Ventures	1341 Jarvis Rd	Permit issued	Awaiting as-builts.
New single family residence	504 Park Center Blvd	Permit issued	Under construction
Franklin Office Complex	Belmont Street	Permit Issued	Under construction
Planet Fitness	SWC Saginaw Blvd & Palomino	Permit Issued	Under construction
Golden Chick	North Old Decatur Road	Permit pending	Pending payment
BOA			
Applicant	**Location**	**Status**	**Comments**
Planning & Zoning	**Location**	**Status**	**Comments**
Beltmill Planned Development	NE corner Saginaw Blvd and E Bailey Boswell Rd	P&Z 11/10/2020 CC 11/17/2020	Conceptual Plan Approved 11/17/2020
The Square Final Plat and Civil Construction Plans	North and West of Wal-Mart	Pending	TxDOT reviewing LOSA agreement between City and TxDot. Developer hiring Insp/testing company.
City of Saginaw	NWC Amber & W McLeroy	Pending	Rezone property from Neighborhood Commercial (NC) to Community Facility (CF). Waiver required for driveway width.
Rancho North Block 16, Lots 4R1, 5, 6, 7	SW corner Saginaw Blvd and Palomino Drive (Planet Fitness Location)	Approved	Plat filed
Edgar Kerr Subdivision, Lots 2R1 & 2R2, Block 12	213-217 E. McLeroy Blvd	Approved and filed at county 11/4/2020	Administrative plat to divide lot 2R into 2 lots
Clay Cristy UCD Development	SWC 156 and E Bailey Boswell Rd	Preliminary Plat and Site Plan for MF2	approved
Code Enforcement	**Location**		**Comments**
TXDOT Issues	**Location**	**Status**	**Comments**
Asphalt Overlay	Saginaw Blvd, city limit to city limit	Projected Completion April 2021	Underway.

City Council Considerations			
Project Dream Play	North end of Willow Creek Park	Complete	Repairs complete. Open 11/5/2020. Awaiting processing of final payment.
2020 Year 46 CBDG	200-500 Block Blue Bonnet sidewalks	pending	Plans approved. Preparing for advertisement by Tarrant County 11/11/2020

Council Item	Council Date	P&Z Date	Park Board Date
Water Resiliency and Response IPO	1/5/2021	NA	
NW Booster Pump IPO	1/5/2021	NA	

CITY OF SAGINAW
COMMERCIAL BUILDING REPORT

OCTOBER 2020

C/O ISSUED THIS MONTH					
DATE	NAME	ADDRESS	PERMIT #	IWORQ	CERTIFICATE
10/13/20	SECUREPRO LLC	124 SOUTHERN AVE W 100	CO-1-20/21	10/13/20	10/19/20
10/13/20	TX TOY SALES	1200 BLUE MOUND RD S 200	CO-2-20/21	10/13/20	10/19/20
10/27/20	BOAZ COMPLETE FAMILY CARE	200 W J BOAZ RD 200	CO-3-20/21	10/27/20	

DATE	NAME	ADDRESS	PERMIT #	COMMENTS

COM/IND OPEN BUILDING PERMITS					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
4/28/17	MILLER MILLING	221 FAIRMOUNT ST S	20546	NEW BUILDING	NEW FLOUR MILL
7/9/18	U F P	444 SANSOM BLVD	23101	ACCESSORY	DETACHED ACCESSORY TO STORE RAW MATERIALS
7/27/18	U F P	444 SANSOM BLVD	23228	ADDITION	ADDITION TO EXISTING BUILDING FOR STORAGE
1/24/19	HIGHLAND MIDDLE SCHOOL	1001 BAILEY BOSWELL RD E	23714	REMODEL	REMODEL
7/10/19	D & K STOCKER INVESTMENTS LLC	989 KENNEDY LN	26470	PAVING	SITE IMPROVEMENTS
7/10/19	VIBRANT CHURCH	228 BELMONT ST	26471	REMODEL	REMODEL STAGE AREA
9/11/19	T MOBILE	203 BAILEY BOSWELL RD E	26872	REMODEL	UPGRADE ANTENNA
10/23/19	SPRINT	300 OLD DECATUR RD N A	27135	REMODEL	UPGRADE ANTENNA & EXPAND WALL
1/16/20	W B D S CORNERSTONE	989 KENNEDY LN	27436	FENCE	FENCE OVER 6 FEET TALL
1/17/20	CORNERSTONE DFW	989 KENNEDY LN BUILDING 1	27162	NEW BUILDING	NEW OFFICE & WAREHOUSE BUILDING
2/13/20	CARVANA	1353 JARVIS RD	28829	ACCESSORY	ACCESSORY OFFICE BUILDING
4/23/20	HIGHLAND MIDDLE SCHOOL	1001 BAILEY BOSWELL RD E	29805	JOB TRAILER	JOB TRAILER FOR NEW FOOTBALL FIELD
6/5/20	PARK MY TRUCK 24/7	1353 JARVIS RD	30359	FENCE	FENCE
7/21/20	T MOBILE	620 PARK CENTER BLVD	30694	REMODEL	ANTENNA UPGRADE
7/30/20	WAL MART	1401 SAGINAW BLVD N	30614	REMODEL	3 UNIT - PAD MOUNTED GENERATOR
8/21/20	U F P SAGINAW	444 SANSOM BLVD	30847	ACCESSORY	T-SHED ROOF
8/26/20	BUD STARNES & ASSOCIATES	104 BELMONT ST S	30864	REMODEL	BUILDING REMODEL
9/11/20	TBD	209 BELMONT ST S BLDG 1	30692	NEW BUILDING	NEW COMMERCIAL BUILDING
9/14/20	R S F INSULATION LLC	814 BLUE MOUND RD S	30738	REMODEL	INTERIOR REMODEL
9/15/20	VAQUERO PALOMINO PARTNERS	700 SAGINAW BLVD N	30017	PAVING	REPLACE PARKING LOT FOR SHOPPING CENTER
9/16/20	WEBBER HWY CONSTRUCTION	1512 WAGLEY ROBERTSON RD	31129	JOB TRAILER	JOB TRAILER: BAILEY BOSWELL BRIDGE PROJECT
9/17/20	I O V 1353 JARVIS LLC	1353 JARVIS RD	31107	PAVING	DRIVE APPROACH
9/21/20	PLANET FITNESS	608 SAGINAW BLVD	30654	NEW BUILDING	NEW BUILDING
9/29/20	PLANET FITNESS	608 SAGINAW BLVD	30568	REMODEL	INTERIOR FINISH OUT

COM/IND BUILDING PERMITS ISSUED THIS MONTH					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
10/1/20	STEELE FOLSOM MARTIN INC	940 BLUE MOUND RD S	31220	REMODEL	REMODEL COMMERCIAL SPACE
10/1/20	STEELE FOLSOM MARTIN INC	952 BLUE MOUND RD S	31221	REMODEL	REMODEL COMMERCIAL SPACE
10/13/20	PLANET FITNESS	608 SAGINAW BLVD	31311	NEW BUILDING	JOB TRAILER
10/21/20	T MOBILE	689 GRAND CENTRAL PKWY	31127	REMODEL	ANTENNA UPGRADE
10/28/20	AGGREGATE CAPITAL & DEVELOPMENT	800 BLUE MOUND RD S	31257	REMODEL	ADDITION OF RESTROOM & STORAGE AREA

CITY OF SAGINAW
COMMERCIAL BUILDING REPORT

OCTOBER 2020

COM/IND BUILDING PERMITS TO BE PICKED UP					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
9/25/19	VALVOLINE INSTANT OIL CHANGE	1137 SAGINAW BLVD N	27102	REMODEL	ROOF
3/11/20	M L HEALTHCARE	848 MCLEROY BLVD W	29305	NEW BUILDING	NEW SKILLED NURSING FACILITY
6/25/20	FUEL CITY SAGINAW	1080 BLUE MOUND RD	30564	PAVING	EXPANSION OF PARKING LON
7/21/20	BALLARD FAMILY INVESTMENTS	715 BAILEY BOSWELL RD W	30735	ACCESSORY	ACCESSORY DETACHED GAZEBO
8/5/20	GOLDEN CHICK	1420 OLD DECATUR RD N	30851	NEW BUILDING	NEW RESTAURANT
9/9/20	BLUE MOUND DONUTS	1100 BLUE MOUND RD N 110	31084	REMODEL	INTERIOR REMODEL
9/22/20	WELLS FARGO ATM	504 SAGINAW BLVD S	31166	REMODEL	EXTERIOR LIGHTING UPGRADE
BUILDING PERMITS IN PLAN REVIEW					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
8/20/19	2 J T DEVELOPMENT	900 INDUSTRIAL AVE E	26537	NEW BUILDING	NEW SHELL BUILDING
8/13/20	ALL STARS TIRE CO	308 SAGINAW BLVD S	30864	ADDITION	BUILDING ADDITION
9/15/20	7 ELEVEN	OLD DECATUR RD & LONGHORN	31128	NEW BUILDING	NEW COMMERCIAL BUILDING
9/28/20	ALL STORAGE SAGINAW LLC	1416 OLD DECATUR RD N	31219	NEW BUILDING	3 STORY SELF STORAGE BUILDING
9/29/20	BRIGHT LIVING SAGINAW	MCLEROY BLVD W	31265	NEW BUILDING	22 WOOD FRAMED COTTAGE UNITS
10/13/20	U C D SAGINAW LP	BAILEY BOSWELL & BLUE MOUND	31328	NEW COMPLEX	NEW 270 UNIT APARTMENT COMPLEX
10/20/20	WILLIAMS	345 SAGINAW BLVD	31377	REMODEL	BUILDING REMODEL
10/21/20	D F W PLASTICS	901 INDUSTRIAL AVE E	31381	REMODEL	ADDITION OF 3 RESTROOMS
10/22/20	NDFIII NORTH TOWN CENTER	1029 SAGINAW BLVD D1	31392	REMODEL	WHITE BOX FINISH OUT
10/27/20	U F P SAGINAW	444 SANSOM BLVD	31446	PAVING	FOUNDATION FOR KILN & APRON
CLOSED PROJECTS					

PLANNING AND ZONING COMMISSION
2019-2020 CASE REPORT

CASE #	APPLICANT	LOCATION	REQUEST	PZ DATE	P&Z DECISION	CC DATE	CC DECISION
PZ 0720 01	Brandon Middleton, KHA	Van Zandt Place Replat, North of EECU and the ER	Approval of Replat	07/14/20	Recommended Approval with Approval of Development Agreement	08/18/20	Pending
PZ 0720 02	Rick Trice		Addition of new Use "Private Card Club"	07/14/20	P&Z discussed and asked staff to prepare an amendment to the Zoning Ordinance		
PZ 0820 01	Kevin Patel, P.E. Triangle Engineers	SW Corner of S. Saginaw Boulevard and Palomino Drive	Variance Request to Section 7.09, C.3.i of the Subdivision Ordinance	08/11/20	Recommended Approval	08/18/20	Approved
PZ 0820 02	Rick Trice		Amending Zoning Regulations for Bingo Halls and Private Card Clubs	08/11/20	Recommended Approval	08/18/20	Approved
PZ 0920 01	Clay Cristy	SW Corner of E Bailey Boswell and Blue Mound Rd	Preliminary Plat - UCD Saginaw Addition, Lots 1-8, Block A, 21.292 Acres	09/08/20	Recommended Approval	09/15/20	Approved
PZ 09250 02	Clay Cristy	SW Corner of E Bailey Boswell and Blue Mound Rd	Site plan for Multifamily Zoning	09/08/20	Recommended Approval	09/15/20	Approved
PZ 1020 01	Dan Fritz	836 S Saginaw Blvd, Northwest corner of Saginaw Blvd and Longhorn Rd.	Request for a Specific Use Permit to operate an Auto Service Station	10/13/20	Recommended Approval	10/20/20	Approved with condition that brick remain natural and not painted.

PLANNING AND ZONING COMMISSION
2019-2020 CASE REPORT

CASE #	APPLICANT	LOCATION	REQUEST	PZ DATE	P&Z DECISION	CC DATE	CC DECISION
PZ 1120 01	Community Link Mission, Inc.	320 S Belmont St.	Request to Rezone Lot 6, Block 6, Town of Saginaw Addition from a Single Family (SF4) to Neighborhood Commercial (NC)	11/10/20	Recommended Approval	11/17/20	Approved
PZ 1120 02	Deep Sapkota, P.E.	Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey	Preliminary plat approval for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey	11/11/20	Recommended Approval	11/18/20	Approved
PZ 1120 03	CFI Farm Properties, LLC.	116 Acres of Land located North of East Bailey Boswell Road, East of Business 287 and West of Wagley Robertson Road	Request to Approve Conceptual Development Plan Associated with an Application for a Planned Development Zoning with Community Commercial and Single Family and Multifamily Uses for land described as 116 acres of land out of Abstract 1497, Tracts 3A, 3D, and 3G3, Benjamin Survey	11/12/20	Recommended Approval	11/19/20	Approved
PZ 1120 04	Rick Trice, P.E. Director of Public Works	N/A	Approval of Subdivision Ordinance Amendment for Article 9 Construction Standards Details	11/13/20	Recommended Approval	11/20/20	Approved

MINUTES OF A REGULAR MEETING
OF THE CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
HELD AT THE CITY OF SAGINAW CITY HALL
333 WEST MCLEROY BOULEVARD
DECEMBER 8, 2020

Present at the Meeting:

Chairman	Place No. 3	Matthew Lewis
Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 2	William Barngrover
Member	Place No. 4	Malinda Julien
Member `	Place No. 5	Jason LaBruyere
Director Public Works		Rick Trice
City Attorney		Bradley Anderle
City Attorney		Lindsey Hale
City Engineer		Andrew Simonsen
Recording Secretary		Mary Ragle

Absent from the Meeting:

Alternate Member	Alt No. 1	John Peet
Alternate Member	Alt. No. 2	Randy Villarreal

Visitors at the Meeting:

None

(1) Call to Order

Chairman Lewis called the meeting to order at 6:00 p.m.

(2) Roll Call to Establish Quorum

Chairman Lewis called roll. The quorum will consist of Chairman Lewis, Vice Chairman Haney, Members Barngrover, Julien, LaBruyere.

(3) Audience participation

This item was by-passed.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on November 10, 2020 were presented for approval. A motion was made by Member LaBruyere with a second by Member Barngrover to approve the minutes for November 10, 2020 as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(5) PZ 1220-01 PUBLIC HEARING
Consideration And Action Regarding Approval Of A Final Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets and reminded the members that the preliminary plat for this property was considered at last month's meeting.

A motion was made by Member Barngrover with a second by Member Julien to recommend that the City Council approve the final plat as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(6) PZ 1220-02
Consideration And Action Regarding Approval Of A Site Plan For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets. He said the Multifamily Zoning requires an approved site plan. He advised the members' that this site plan meets all requirements listed in Section 8.1 of the city's zoning ordinance.

A motion was made by Member LaBruyere with a second by Vice Chairman Haney to recommend that the City Council approve the site plan as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(7) Staff Report

A. Discussion of Residential, Commercial, Industrial, and City Capital Projects

B. Previous Cases

DPW Trice reviewed several of the current projects under construction in the City.

(8) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

No executive session was held

(9) Adjournment

Motion was made by Vice Chairman Haney with a second by Member Barngrover to adjourn the meeting. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

Chairman Lewis declared the meeting of December 8, 2020 closed at 6:10 p.m.

APPROVED:

_____
Matthew Lewis, Chairman

ATTEST:

_____
Mary Ragle, Recording Secretary

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (8)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:
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

BACKGROUND/DISCUSSION:
Currently Bright Living Saginaw, LLC is in the process of developing proposed Lot 1, Block A, Senior Living at Saginaw Addition as an Independent Senior Living Facility. The zoning ordinance requires approval of a site plan by the Planning and Zoning Commission and City Council prior to issuance of a building permit by the city.

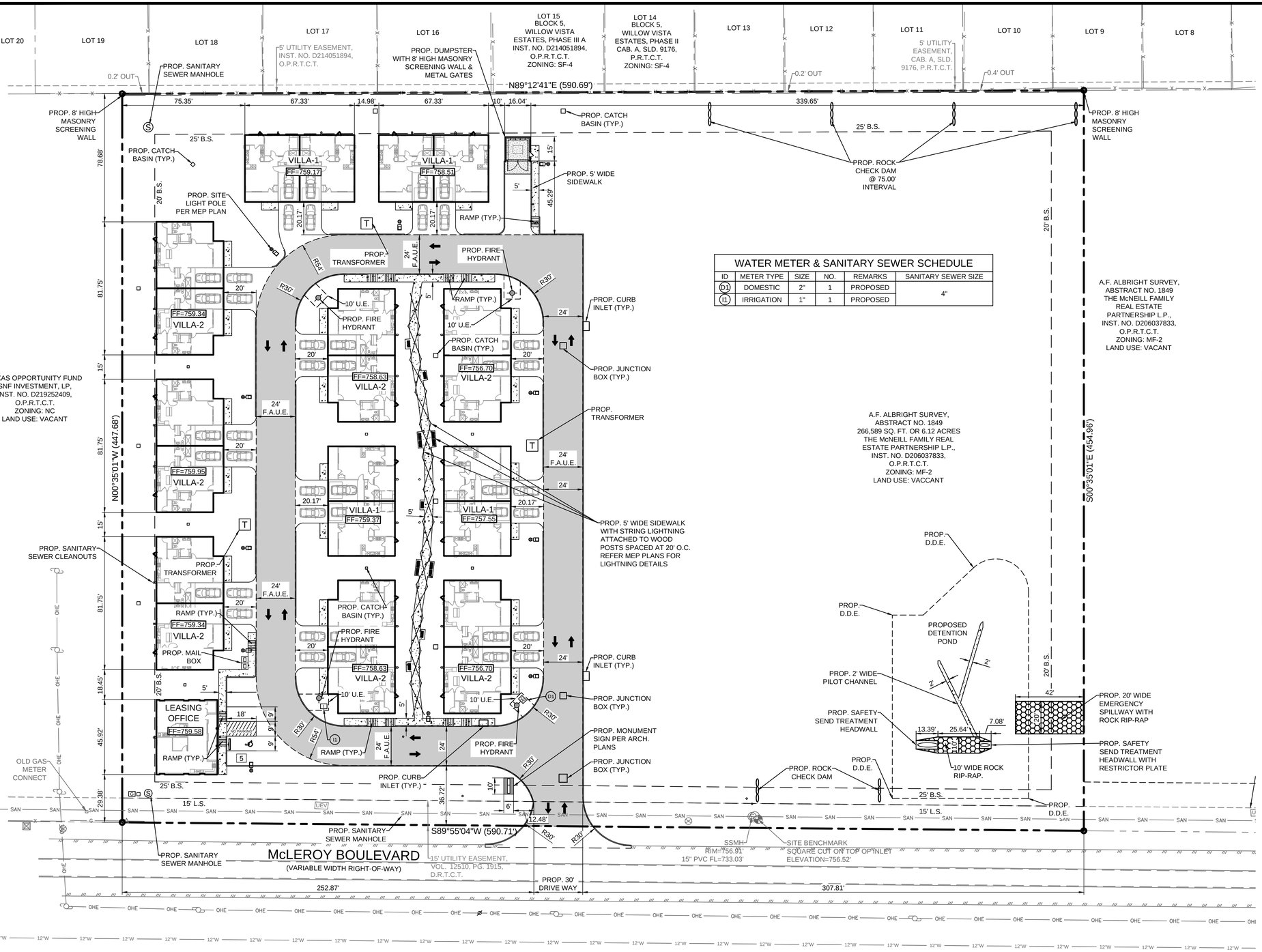
The Site Plan and supporting exhibits have been reviewed by City Staff and meets or exceeds the requirements of Section 8-1 – Site Plan Requirements of the Zoning Ordinance.

FINANCIAL IMPACT:
N.A.

RECOMMENDATION:
It is recommended that the City Council approve the Site Plan for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

ATTACHMENTS:

Description
Site Plan
P&Z Packet
P&Z Minutes



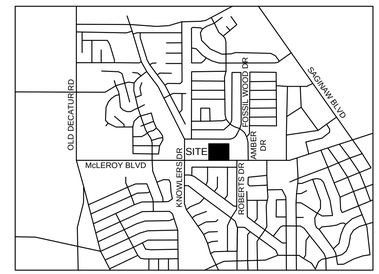
WATER METER & SANITARY SEWER SCHEDULE

ID	METER TYPE	SIZE	NO.	REMARKS	SANITARY SEWER SIZE
D1	DOMESTIC	2"	1	PROPOSED	4"
I1	IRRIGATION	1"	1	PROPOSED	

GENERAL DATA		
ZONING (FROM ZONING MAP)		MF-2
EXISTING LAND USE		VACANT
PROPOSED LAND USE		SENIOR INDEPENDET LIVING
LOT AREA (S.F.)		266,589
LOT AREA (ACRES)		6.120
BUILDING HEIGHT-COTTAGES		21.0 FEET
BUILDING DATA		
BUILDING	TOTAL UNITS	UNIT AREA (S.F.)
CLUBHOUSE	1	1,720
VILLA-2 (DOUBLE BED UNITS)	14	1,614
VILLA-1 (SINGLE BED UNIT)	8	1,385
TOTAL	23	35,396
PARKING DATA		
VILLA PARKING REQUIRED (2 SPACES PER UNIT)		46
GARAGE PARKING PROVIDED		44
TOTAL PARKING PROVIDED		49
ADA PARKING REQUIRED		1
ADA PARKING PROVIDED		1
PERVIOUS / IMPERVIOUS DATA		
TOTAL PERVIOUS (OPEN SPACE/LANDSCAPE) AREA (S.F.)		193,122.45
PERCENTAGE OF PERVIOUS COVER		72.44%
TOTAL IMPERVIOUS AREA (S.F.)		73,466.55
PERCENTAGE OF PERVIOUS COVER		27.56%

SITE LEGEND

CONCRETE CURB	
SAW-CUT LINE	
FENCE	x x
FIRE LANE	
STRIPING	
PARKING SPACES	X
MONUMENT/PYLON SIGN	
WHEEL STOPS	
HANDICAP LOGO	
HANDICAP SIGN	
RAMP	
BOLLARD	
TRAFFIC ARROW	
FIRE HYDRANT	
SANITARY SEWER MANHOLE	S
SANITARY SEWER CLEANOUT	
SANITARY SEWER DOUBLE CLEANOUT	
SANITARY SEWER SAMPLE PORT	
GREASE TRAP	
DOMESTIC WATER METER	W
IRRIGATION METER	I
GAS METER	G
TRANSFORMER	T
LIGHT POLE	
POWER POLE	



VICINITY MAP
N.T.S.

GRAPHIC SCALE
1" = 30'
0 60 120 FEET

SITE GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE CITY OR LOCAL JURISDICTION STANDARDS.
2. THE LOCATION OF UNDERGROUND UTILITIES INDICATED ON THE PLANS IS TAKEN FROM AS-BUILTS, UTILITY PLANS OR SURVEY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAKE ARRANGEMENTS WITH THE OWNERS OF SUCH UNDERGROUND UTILITIES PRIOR TO WORKING IN THE AREA TO CONFIRM THEIR EXACT LOCATION AND TO DETERMINE WHETHER ANY ADDITIONAL UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT. THE CONTRACTOR SHALL PRESERVE AND PROTECT ALL UNDERGROUND UTILITIES. IF EXISTING UNDERGROUND UTILITIES ARE DAMAGED, THE CONTRACTOR WILL BE RESPONSIBLE FOR THE COST OF REPAIRING THE UTILITY.
3. WHERE EXISTING UTILITIES OR SERVICE LINES ARE CUT, BROKEN OR DAMAGED, THE CONTRACTOR SHALL REPLACE OR REPAIR THE UTILITIES OR SERVICE LINES WITH THE SAME TYPE OF ORIGINAL MATERIAL AND CONSTRUCTION, OR BETTER, UNLESS OTHERWISE SHOWN OR NOTED ON THE PLANS, AT HIS OWN COST AND EXPENSE. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AT ONCE OF ANY CONFLICTS WITH UTILITIES.
4. ALL EXCAVATIONS, TRENCHING AND SHORING OPERATIONS SHALL COMPLY WITH THE REQUIREMENTS OF THE U. S. DEPARTMENT OF LABOR, OSHA, CONSTRUCTION SAFETY AND HEALTH REGULATIONS AND ANY AMENDMENTS THERETO.
5. THE CONTRACTOR SHALL RESTORE ALL AREAS DISTURBED BY CONSTRUCTION TO ORIGINAL CONDITION OR BETTER. RESTORED AREAS INCLUDE, BUT ARE NOT LIMITED TO TRENCH BACKFILL, SIDE SLOPES, FENCES, DRAINAGE DITCHES, DRIVEWAYS, PRIVATE YARDS AND ROADWAYS.
6. ANY CHANGES NEEDED AFTER CONSTRUCTION PLANS HAVE BEEN RELEASED, SHALL BE APPROVED BY THE CITY ENGINEER. THESE CHANGES MUST BE RECEIVED IN WRITING.
7. THE CONTRACTOR SHALL PROVIDE "RED LINED" MARKED PRINTS TO THE ENGINEER PRIOR TO FINAL INSPECTION INDICATING ALL CONSTRUCTION WHICH DEVIATED FROM THE PLANS OR WAS CONSTRUCTED IN ADDITION TO THAT INDICATED ON THE PLANS.
8. ALL CURB RADIUS TO BE 10' OR 2' UNLESS OTHERWISE NOTED ON THE SITE PLAN.

PROJECT CONTACT LIST

OWNER/DEVELOPER BRIGHT LIVING SAGINAW, LLC 5080 SPECTRUM DRIVE, SUITE 123 ADDISON, TX 75001 CONTACT: ANAND "ANDY" PATEL TEL: 469-995-0911 EMAIL: ANAND@JOURNEYCAPH.COM	ARCHITECT DFD ARCHITECTS INC. 305 WEST WILLS STREET, SUITE 101 LEANDER, TX 78641 CONTACT: WILLIAM A DAVIES, AIA TEL: 512-259-4175 EMAIL: WDAVIES@DFDARCH.COM
CIVIL ENGINEER TRIANGLE ENGINEERING LLC 1784 W. MCDERMOTT DRIVE, SUITE 110 ALLEN, TX 75013 CONTACT: KEVIN PATEL TEL: (469)-213-1707 EMAIL: KPATEL@TRIANGLE-ENGR.COM	SURVEYOR A & W SURVEYPRS, INC. P.O. BOX 870029 MESQUITE, TX 75187 CONTACT: JOHN S. TURNER TEL: 872-681-4975 EMAIL: JOHN@AWSURVEY.COM

EASEMENT/SETBACK LEGEND

BUILDING SET BACK	B.S.
LANDSCAPE SETBACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

"ALL THE INFORMATION PRESENTED IN THE PLANS, AND SUPPORTING DOCUMENTS REFLECT A REASONABLY ACCURATE PORTRAYAL OF THE GENERAL NATURE AND CHARACTER OF THE APPLICANT'S PROPOSAL"

SIGNATURE	TITLE	DATE
	CIVIL ENGINEER, P.E.	12/01/2020

SITE PLAN
SHEET 1 OF 8

APPLICANT
KEVIN PATEL, P.E.
TRIANGLE ENGINEERING LLC

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TRIANGLE ENGINEERING LLC
TX PE FIRM #11525
T: 469.333.8566 | F: 469.213.1451 | E: info@triangle-engr.com
W: triangle-engr.com | O: 1784 McDermott Drive, Suite 110, Allen, TX 75013
Planning | Civil Engineering | Construction Management

Know what's below.
Call before you dig.

NO.	DATE	DESCRIPTION	BY
1	09/25/2020	1ST CITY SUBMITTAL	KP
2	10/23/2020	2ND CITY SUBMITTAL	KP
.	.	.	.
.	.	.	.
.	.	.	.

KARTAVYA S. PATEL
97534
LICENSED
PROFESSIONAL ENGINEER
10/23/2020

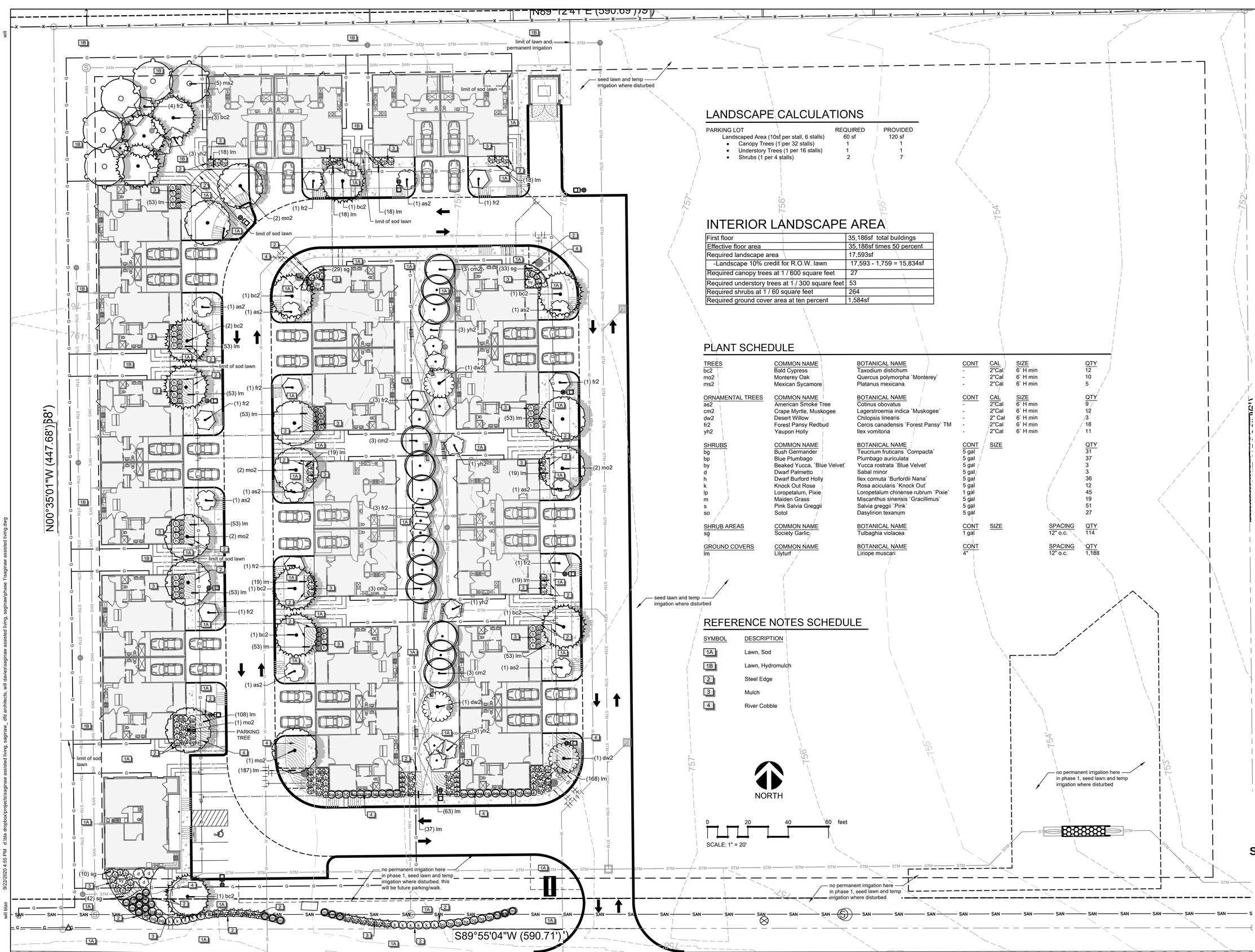
SITE PLAN
INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
KP	DS

SHEET #
C-3.0

PLEASE RECYCLE

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LANDSCAPE CALCULATIONS

PARKING LOT	REQUIRED	PROVIDED
Landscaped Area (10sf per stall, 6 stalls)	60 sf	120 sf
• Canopy Trees (1 per 32 stalls)	1	1
• Understory Trees (1 per 16 stalls)	1	1
• Shrubs (1 per 4 stalls)	2	7

INTERIOR LANDSCAPE AREA

First floor	35,186sf total buildings
Effective floor area	35,186sf times 50 percent
Required landscape area	17,593sf
-Landscape 10% credit for R.O.W. lawn	17,593 - 1,759 = 15,834sf
Required canopy trees at 1 / 600 square feet	27
Required understory trees at 1 / 300 square feet	53
Required shrubs at 1 / 60 square feet	264
Required ground cover area at ten percent	1,584sf

PLANT SCHEDULE

TREES	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	QTY
bc2	Bald Cypress	Taxodium distichum	-	2"Cal	6` H min	12
mo2	Monterey Oak	Quercus polymorpha `Monterey`	-	2"Cal	6` H min	10
ms2	Mexican Sycamore	Platanus mexicana	-	2"Cal	6` H min	5
ORNAMENTAL TREES	**COMMON NAME**	**BOTANICAL NAME**	**CONT**	**CAL**	**SIZE**	**QTY**
as2	American Smoke Tree	Cotinus obovatus	-	2"Cal	6` H min	9
cm2	Crape Myrtle, Muskogee	Lagerstroemia indica `Muskogee`	-	2"Cal	6` H min	12
dw2	Desert Willow	Chilopsis linearis	-	2" Cal	6` H min	3
fr2	Forest Pansy Redbud	Cercis canadensis `Forest Pansy` TM	-	2"Cal	6` H min	18
yh2	Yaupon Holly	Ilex vomitoria	-	2"Cal	6` H min	11
SHRUBS	**COMMON NAME**	**BOTANICAL NAME**	**CONT**	**SIZE**		**QTY**
bg	Bush Germander	Teucrium fruticans `Compacta`	5 gal			31
bp	Blue Plumbago	Plumbago auriculata	5 gal			37
by	Beaked Yucca, `Blue Velvet`	Yucca rostrata `Blue Velvet`	5 gal			3
d	Dwarf Palmetto	Sabal minor	5 gal			3
h	Dwarf Burford Holly	Ilex cornuta `Burfordii Nana`	5 gal			36
k	Knock Out Rose	Rosa acicularis `Knock Out`	5 gal			12
lp	Loropetalum, Pixie	Loropetalum chinense rubrum `Pixie`	1 gal			45
m	Maiden Grass	Miscanthus sinensis `Gracillimus`	5 gal			19
s	Pink Salvia Greggii	Salvia greggii `Pink`	5 gal			51
so	Sotol	Dasylirion texanum	5 gal			27
SHRUB AREAS	**COMMON NAME**	**BOTANICAL NAME**	**CONT**	**SIZE**	**SPACING**	**QTY**
sg	Society Garlic	Tulbaghia violacea	1 gal		12" o.c.	114
GROUND COVERS	**COMMON NAME**	**BOTANICAL NAME**	**CONT**		**SPACING**	**QTY**
lm	Lilyturf	Liriope muscari	4"		12" o.c.	1,188

REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION
1A	Lawn, Sod
1B	Lawn, Hydromulch
2	Steel Edge
3	Mulch
4	River Cobble

SITE PLAN
SHEET 2 OF 8

Know what's below. Call before you dig.

Rev	Description	Date

Consultant Seal

Company Name and Address

William S. Blair
(512) 522-8979
Will@BlairLA.com
www.BlairLA.com
100 Congress Ave.
Ste 2000
Austin, TX 78701

BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY. INTEGRITY. RELIABILITY.

REGISTERED LANDSCAPE ARCHITECT WILLIAM S. BLAIR 2741 STATE OF TEXAS

William S. Blair
September 22, 2020

Project Name and Address

Saginaw Senior Campus
Phase 1
McLeroy Blvd.
Saginaw, Texas

Sheet Title

Landscape Plan

Design By:	Will Blair
Checked By:	xxxx
Issue Date:	09/22/2020
Project Number:	20066-LP

L1
OF 2

9/22/2020 4:55 PM d:\ba dropbox\projects\saginaw assisted living, saginaw_ dfd architects, will davies\saginaw assisted living, saginaw\phase 1\saginaw assisted living.dwg
will blair

LANDSCAPE PLANTING SPECIFICATIONS

1) Guarantee - All labor, materials and plants will be guaranteed for a period of twelve (12) months after the final acceptance of work by Owner. All plants that have died or are unhealthy shall be replaced no later than 30 days from the anniversary date of the final acceptance. This guarantee does not apply to plant material that dies due to abnormal freezes, hail, abnormal high winds, or other acts of God, vandalism or lack of normal maintenance and watering. This guarantee does not apply to annual plantings.
2) Contractor is to verify all site dimensions and layout prior to the commencement of landscape construction. Any discrepancies between the drawings and the actual site conditions shall be brought to the attention of the owner's representative immediately.
3) Contractor is responsible for verification of the location of all underground utilities, repair to said utilities as a result of the work of the contractor shall be the responsibility of the contractor. Refer to the drawing for any additional information.
4) Contractor is responsible for maintaining positive drainage in all shrub and turf planting areas.
5) Tree pits are to be the same depth as the root ball and 24" wider. Prior to planting the tree pit should be filled with water to check for good drainage. If water does not drain the Contractor should check with the Landscape Architect to relocate the tree.
6) Trees should be positioned in the center of the tree pits, back filled with soil that was excavated from the pit until the surface is level with the surrounding area and the crown of the plant is at the finished grade. Build a water basin around the tree (36" dia.). Water until planting pit is soaked and soil has settled. Add soil necessary to bring soil level flush with surrounding ground. Fill the basin with three (3) inches of compost.
7) All plant material shall conform to the standards of the latest edition of "American Standard for Nursery Stock" by The American Association of Nurserymen and "Grades and Standards" by The Texas Association of Nurserymen. A plant shall be dimensioned as it stands in its natural position. All plants shall be at least the minimum size indicated. Larger stock is acceptable at no additional cost, and providing that the larger plants will not be cut back to size indicated.
8) It is the landscape contractor's responsibility to provide plants free of disease or pests.
9) Space specified quantity of plant materials to evenly fill designated areas, adjusting spacing indicated on the drawings as required. Landscape architect or owner to have final approval of locations of all trees, shrubs and groundcover beds.
10) Contractor is responsible for removing all clods, rocks, concrete, trash and any other debris from beds prior to adding soil ix or plant material.
11) All planting beds should have three (3) inches of compost tilled into them to a depth of six (6) inches. A three (3) inch layer of shredded hardwood bark mulch should be applied to all beds after planting is completed. Four (4) inch pots and ground cover may be planted through the mulch.
12) Contractor is responsible for removal of trash and repair of hazardous conditions (tools, open holes, et.) on a daily basis by the end of the work day.
13) Water all plantings in bed areas thoroughly on a daily basis until final acceptance.
14) To prepare turf areas treat them with a selective herbicide two weeks prior to sodding or seeding. Then rake area to remove stones, sticks and other debris. Add two (2) inches of topsoil to the turf area. Rake area to a finish grade (1" below walks and curbs).
15) If sodding is to take place the sod should be gathered and planted within a 48 hour period. Lay the sod to form a solid mass with tight fitting joints. Butt ends and sides of sod and offset joints in adjacent courses. Roll sod to ensure good contact with soil. If planting on a slope be sure to lay courses parallel to the contours and secure sod with pins if necessary. Site preparation and maintenance will be the same for hydromulching.
16) Water sod daily so as to not allow turf blades to wilt. If necessary water twice per day.
17) Apply slow release fertilizer 15-15-15 or equal at a rate of 2 lbs. per 100 s.f. to all turf or planted areas.

REFERENCE NOTE SPECIFICATIONS

LAWN AREAS - SOD / HYDROMULCH / SEED MIX

1A. Lawn, Bermuda "Tif 419" Sod, provide 2" of topsoil tilled into existing. Top of lawn 1" below top of adjacent concrete/hardscape. Flatten sod with lawn roller. Provide spray irrigation. Subsurface irrigation within Right of Way (R.O.W.). Pre emergent weed treatment recommended.

1B. Lawn, Bermuda "Blackjack" Hydromulch. Include Perennial Ryegrass if planted in cool season. Provide 2" of additional top soil. Tackifier additive for hydromulch. Spray irrigation. Temporary irrigation only within septic fields or Right of Way (R.O.W.). Temporary irrigation until established if outside of property line. Pre emergent weed treatment recommended.

STEEL EDGE

2. Steel edge, 3/16" x 4" landscape edging as manufactured by Ryerson, or equal, dark green and furnished with steel stakes. Install edging in smooth curves free of kinks. Final height of edging to be 1" above height of soil mat of sod.

MULCHES / GRAVELS / RIVER ROCK / BOULDERS

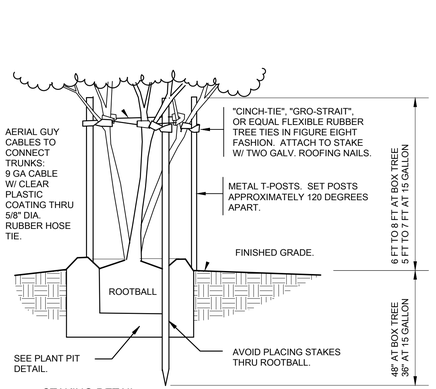
3. Mulch, Native Hardwood. 3" deep. Drip irrigation, ensure that drip line is placed above rootballs.
4. River Cobble, Arizona. 70% 1-3" size mixed with 30% 3-8" size. 3" deep, weed barrier cloth beneath. If used in areas near plants provide irrigation bubblers to plants and use the following bed prep: 6" of "Growers Mix" soil (40% compost, 40% loam, 10% sand) tilled into existing soil in all areas of the bed. Drip irrigation. Ensure that drip line is placed above rootballs.
19) Contractor shall keep all construction areas and public streets free from accumulation of waste material. Upon completion of construction and prior to final approval contractor shall thoroughly clean the site of all trash, spilled soil, and litter, etc. that has resulted from landscape construction operations. Repair all damage to finish grade including tailings from excavations, wheel ruts, etc. caused from construction. All debris, trash and excess materials and equipment shall be removed from the site prior to final acceptance.
20) Remove all tags, ribbons and wires from all newly installed plant material.

LANDSCAPE MAINTENANCE REQUIREMENTS

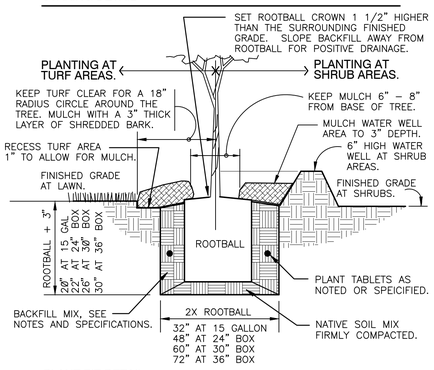
The owner shall be responsible for:
1) Regular maintenance of all required landscape areas and plant materials in a vigorous and healthy condition, free from diseases, pests, weeds, and litter. This maintenance shall include weeding, watering, fertilization, pruning, mowing, edging, mulching or other needed maintenance, in accordance with generally accepted horticultural practice.
2) The repair or replacement of required landscape structures (walls, fences, etc.) to a structurally sound condition.
3) The regular maintenance, repair, or replacement, where necessary, of any required screening or buffering.
4) All open space areas that are to be preserved as natural plant communities shall be trimmed, at least once a year, of all exotic vegetation, lawn grasses, trash, or other debris. Natural area should be mulched, pruned and otherwise maintained so that plants are vigorous.

IRRIGATION SPECIFICATIONS

1) Irrigation contractor will provide pipes for sleeves and specify locations for placement of sleeves by general contractor prior to pouring concrete or laying asphalt.
2) Irrigation contractor will install all backflow prevention devices and all piping between the point of connection and the backflow preventer as per local governing authorities.
3) Find location of backflow preventer, and automatic controller location shall be approved by the owner's authorized representative.
4) 120 VAC electrical power source at controller location shall be provided by others. The irrigation contractor shall make the final connection from the electrical source to the controller.
5) All sprinkler heads shall be set perpendicular to finish grade unless otherwise specified.
6) The irrigation contractor shall flush and adjust all sprinkler heads and valves for optimum coverage with minimal overspray onto walks, streets, walls, etc.
7) Head location is the responsibility of the irrigation contractor, with the understanding that all landscape areas will receive adequate water to provide for vigorous growth of vegetation.
8) Irrigation contractor will replace or repair all items damaged by his work.
9) All work shall be installed in accordance with applicable codes and ordinances for the City of Saginaw, Texas and the National Electrical Code and all governing authorities.
10) The irrigation contractor is responsible for reporting any deficiency in water pressure that would affect the operation of the irrigation system.
11) The irrigation contractor shall be a Registered Licensed Irrigator in the State of Texas. Contractor must conform to all codes as stated in section 34 of the Texas Water Code and TNRCC.
12) All remote control valves, gate valves, quick couplers and control wire and computer cable pull pints shall be installed in approved valve boxes.
13) Irrigation Contractor shall procure all permits, licenses, and pay all charges and fees and give all necessary notices for the completion of work.
14) Contractor shall not disturb roots of existing trees. There shall be no machine trenching below the dripline of existing trees.
15) Extreme care shall be exercised in excavating and working near utilities. Contractor shall verify the location and condition of all utilities and be responsible for damage to any utilities.
16) Contractor shall clearly mark all exposed excavations, materials, and equipment. Cover or barricade trenches when the contractor is not on the site. Take all necessary precautions to protect and prevent injury to any persons on the site.
17) All automatic irrigation systems shall be equipped with a controller of dual or multiple programming. Controllers shall have multiple cycle start capacity and a flexible calendar program, including the capacity of being set to water every five days. All automatic irrigation systems shall be equipped with a rain sensor shutoff device.
18) Irrigation in Texas is regulated by the Texas Commission on Environmental Quality, www.tceq.texas.gov, (512) 239-1000



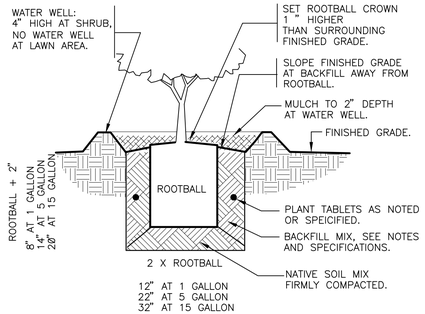
STAKING DETAIL



PLANT PIT DETAIL

1 TREE PLANTING MULTI-STAKE

1" = 1'-0"



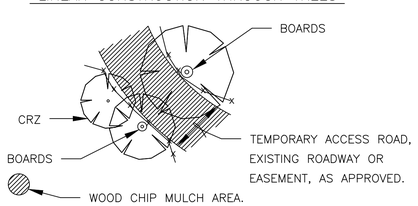
2 SHRUB PLANTING

1" = 1'-0"

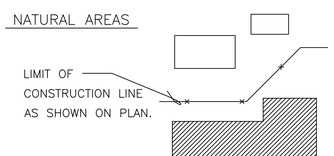
TREE PROTECTION FENCE LOCATIONS

NO SCALE

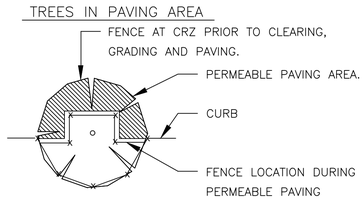
LINEAR CONSTRUCTION THROUGH TREES



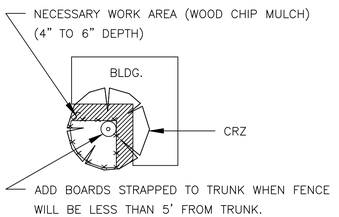
NATURAL AREAS



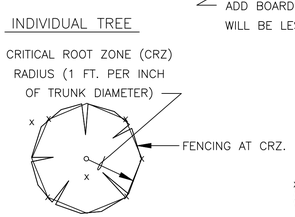
TREES IN PAVING AREA



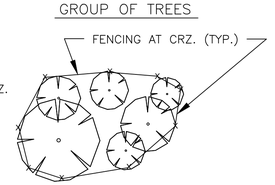
TREES NEAR CONSTRUCTION ACTIVITY



INDIVIDUAL TREE



GROUP OF TREES

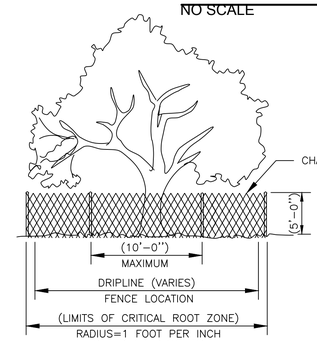


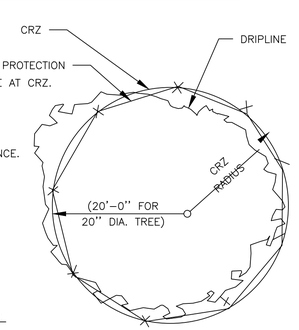
NOTE:

LIMITS OF MULCH AREAS AND DISTANCE FROM TRUNKS TO WORK/ PERMEABLE PAVING AREAS SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.

TREE PROTECTION FENCE - CHAIN LINK

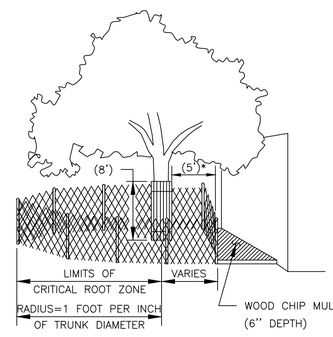
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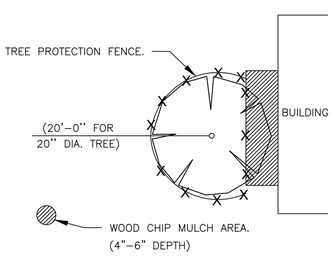


NOTE:

LIMITS OF WOOD CHIP MULCH AREA AND DISTANCE FROM TRUNK TO WORK AREA SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.



*AS NEEDED TO PROVIDE NECESSARY WORK SPACE. IF LESS THAN 5', THEN ADD BOARDS STRAPPED TO TRUNK.



SITE PLAN
SHEET 3 OF 8

Date | Description | Rev

Consultant Seal

Company Name and Address

William S. Blair
(512) 522-8979
Will@BlairLA.com
www.BlairLA.com
100 Congress Ave.
Ste 2000
Austin, TX 78701

BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY. INTEGRITY. RELIABILITY.

REGISTERED LANDSCAPE ARCHITECT WILLIAM S. BLAIR 2741 STATE OF TEXAS

William S. Blair
September 22, 2020

Project Name and Address

Saginaw Senior Campus
Phase 1
McLeroy Blvd.
Saginaw, Texas

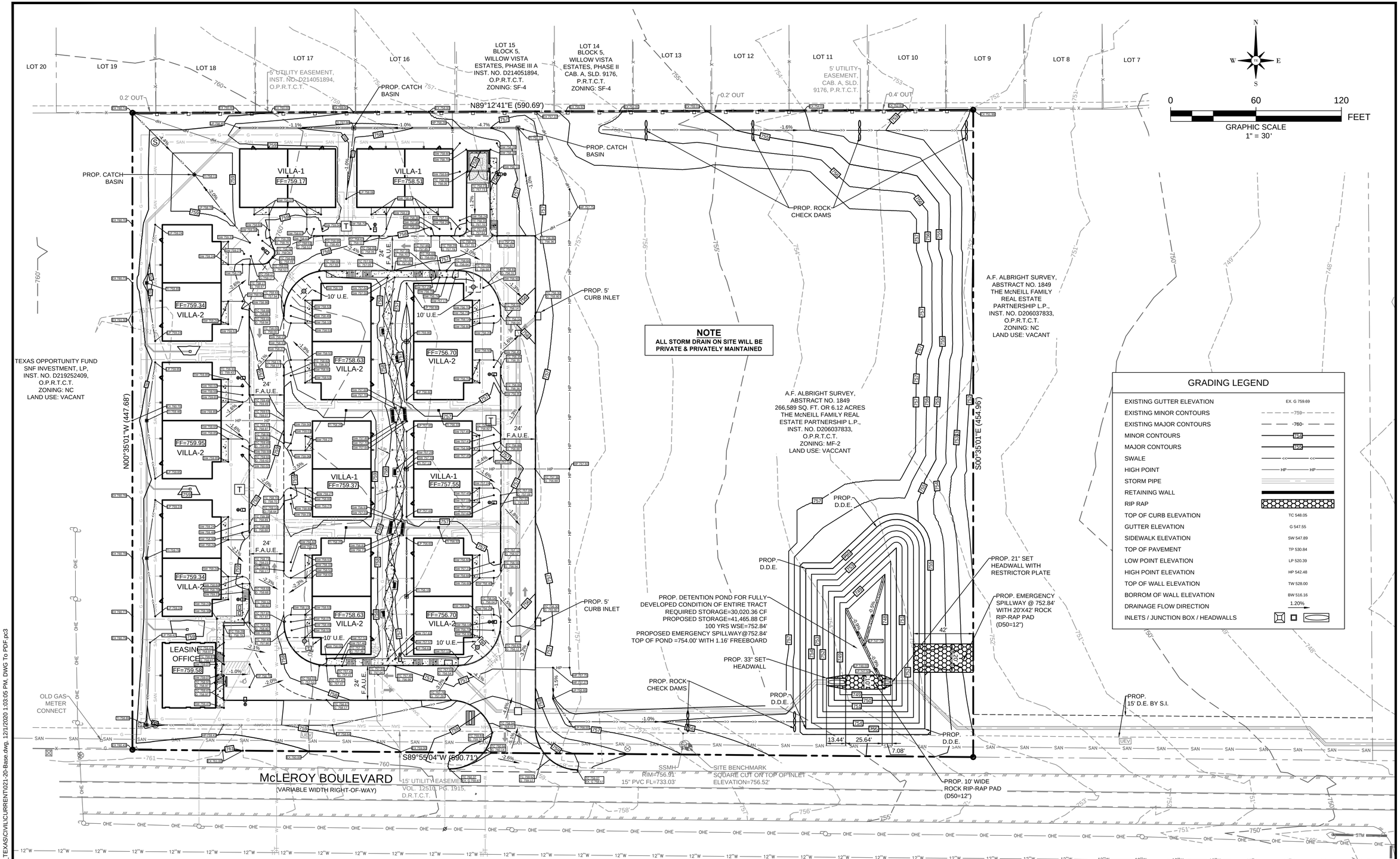
Sheet Title

Landscape Details & Specifications

Design By: Will Blair
Checked By: xxxx
Issue Date: 09/22/2020
Project Number: 20066-LP

L2
OF 2

will blair 9/22/2020 5:28 PM d:\bla dropbox\projects\saginaw assisted living_ saginaw_ dfd architects. will davies\saginaw assisted living_saginaw\phase 1\saginaw assisted living.dwg



GRADING LEGEND

EXISTING GUTTER ELEVATION	EX. G 759.69
EXISTING MINOR CONTOURS	759
EXISTING MAJOR CONTOURS	760
MINOR CONTOURS	754
MAJOR CONTOURS	750
SWALE	
HIGH POINT	HP
STORM PIPE	
RETAINING WALL	
RIP RAP	
TOP OF CURB ELEVATION	TC 548.05
GUTTER ELEVATION	G 547.55
SIDEWALK ELEVATION	SW 547.89
TOP OF PAVEMENT	TP 530.84
LOW POINT ELEVATION	LP 520.39
HIGH POINT ELEVATION	HP 542.48
TOP OF WALL ELEVATION	TW 528.00
BORROM OF WALL ELEVATION	BW 516.16
DRAINAGE FLOW DIRECTION	1.20%
INLETS / JUNCTION BOX / HEADWALLS	

GRADING GENERAL NOTES

1. ALL SURPLUS EXCAVATION AND WASTE MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND IT SHALL BE HIS SOLE RESPONSIBILITY TO REMOVE SUCH SURPLUS EXCAVATION AND WASTE MATERIAL FROM THE SITE TO A PUBLIC DUMP SITE APPROVED FOR THE DISPOSAL OF SUCH MATERIALS. IF SURPLUS EXCAVATION IS REMOVED FROM THIS SITE TO ANOTHER PROPERTY, IT SHALL BE PLACED ON SUCH PROPERTY WITH THE WRITTEN CONSENT OF THE OWNER(S) OF SUCH PROPERTY. A COPY OF SUCH WRITTEN CONSENT SHALL BE PROVIDED TO THE OWNER. IF THE CONTRACTOR WISHES TO DISPOSE OF SURPLUS EXCAVATION ON-SITE, IT SHALL BE ONLY WITH THE PRIOR APPROVAL OF THE OWNERS PROJECT REPRESENTATIVE AND CARE SHOULD BE TAKEN TO AVOID BLOCKING NATURAL DRAINAGE AND INCREASING STEEP SLOPES. IF ANY OF THE HAULED EXCAVATION MATERIAL IS TAKEN TO ANOTHER LOCATION WITHIN THE CITY LIMITS, THE OWNER OF THE PROPERTY IS REQUIRED TO OBTAIN A LOT GRADING PERMIT BEFORE MATERIAL IS DELIVERED.
2. THE CONTRACTOR IS REQUIRED TO PROVIDE HIS OWN STAKING AND TO VERIFY PROJECT ELEVATIONS. "MATCH EXISTING" SHALL BE UNDERSTOOD TO APPLY TO BOTH VERTICAL ELEVATION AND HORIZONTAL ALIGNMENT.
3. THE CONTRACTOR SHALL PREPARE ALL LANDSCAPE AREAS INCLUDING STREET RIGHT-OF-WAY AREAS TO AN ACCEPTABLE SUBGRADE CONDITION IN ACCORDANCE WITH THE LANDSCAPE PLANS. IF THE CONTRACTOR IS NOT EMPLOYED TO PROVIDE AND INSTALL LANDSCAPING, HE SHALL PREPARE A FINISHED AND COMPACTED SUB-GRADE IN THE LANDSCAPING AREAS.
4. NO SLOPES TO EXCEED 4H:1V WITHOUT SLOPE STABILIZATION.

EASEMENT/SETBACK LEGEND

BUILDING SET BACK	B.S.
LANDSCAPE SETBACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

SITE BENCHMARKS

1. SQUARE CUT ON TOP OF PAVEMENT AROUND SANITARY SEWER MANHOLE.

   ELEVATION=756.52'

FLOOD PLAIN NOTE

ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) NUMBER 48439C0160K, DATED 09/25/2009, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS, THE SUBJECT PROPERTY LIES IN ZONE "X".

SITE PLAN
SHEET 4 OF 8

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TX PE FIRM #11525
TRIANGLE ENGINEERING LLC
T: 469.333.8566 I F: 469.213.1451 I E: info@triangle-engr.com
W: triangle-engr.com I O: 1784 McDermott Drive, Suite 110, Allen, TX 75013
Planning | Civil Engineering | Construction Management

811 Know what's below. Call before you dig.

NO.	DATE	DESCRIPTION	BY
1	09/25/2020	1ST CITY SUBMITTAL	KP
2	10/23/2020	2ND CITY SUBMITTAL	KP

KARTAVYA S. PATEL
97534
LICENSED
PROFESSIONAL ENGINEER
10/23/2020

GRADING PLAN

INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
KP	DS

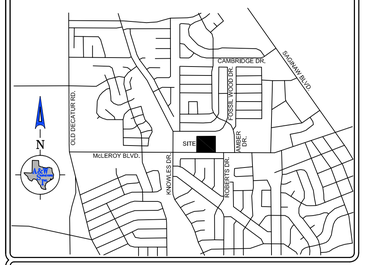
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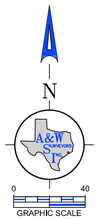
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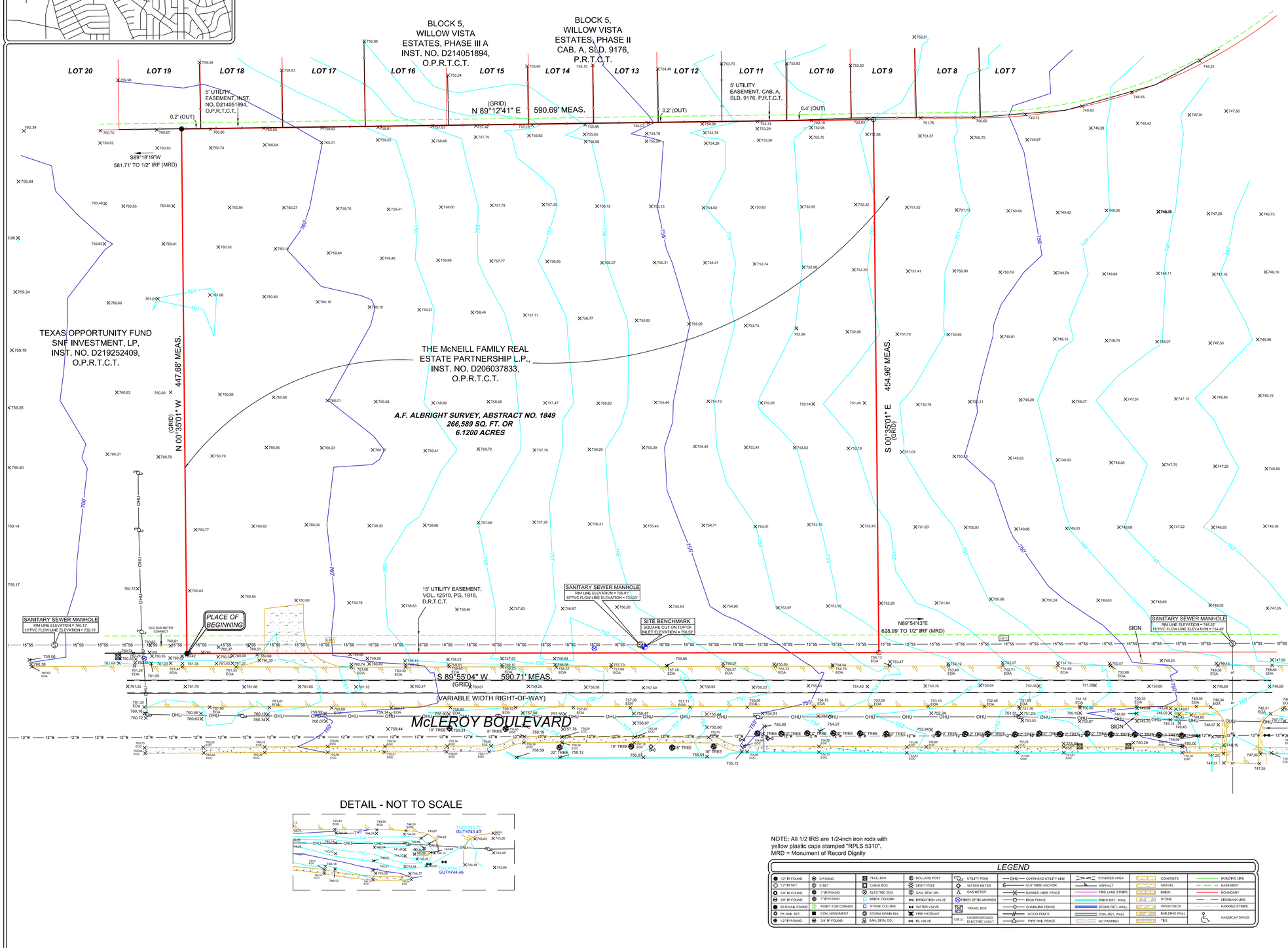
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ALTA/NSPS LAND TITLE SURVEY

VICINITY MAP - NOT TO SCALE







DETAIL - NOT TO SCALE

NOTE: All 1/2 IRS are 1/2-inch iron rods with yellow plastic caps stamped "RPLS 5310", MRD = Monument of Record Dignity

LEGEND

1/2" IR FOUND	X-FOUND	TELE. BOX	BOLLARD POST	UTILITY POLE	OVERHEAD UTILITY LINE	COVERED AREA	CONCRETE	BUILDING LINE
1/2" IR SET	X-SET	CABLE BOX	LIGHT POLE	WATER METER	GUY WIRE ANCHOR	ASPHALT	GRAVEL	EASEMENT
5/8" IR FOUND	1" IR FOUND	ELECTRIC BOX	SIGN, SEWL MH.	GAS METER	BARBED WIRE FENCE	FIRE LANE STRIPE	BRICK	BOUNDARY
3/8" IR FOUND	1" IP FOUND	BRICK COLUMN	IRRIGATION VALVE	FIBER OPTIC MARKER	IRON FENCE	BRICK RET., WALL	STONE	HIGHBANK LINE
60-D NAIL FOUND	POINT FOR CORNER	STONE COLUMN	WATER VALVE	TRANS. BOX	CHAINLINK FENCE	STONE RET., WALL	WOOD DECK	PARKING STRIPE
PK NAIL SET	CONC. MONUMENT	STORM DRAIN MH.	FIRE HYDRANT	U.B.V. UNDERGROUND ELECTRIC VAULT	WOOD FENCE	CONC. RET., WALL	BUILDING WALL	HANDICAP SPACE
1/2" IP FOUND	3/4" IP FOUND	SAN. SEWL CO.	IRL VALVE		PIPE RAIL FENCE	NO PARKING	TILE	

LEGAL DESCRIPTION

Being all that certain lot, tract, or parcel of land located in the A.F. ALBRIGHT SURVEY, Abstract No. 1849, City of Saginaw, Tarrant County, Texas, and being part of the same tract of land described in deed to The McNeill Family Real Estate Partners L.P., recorded in Instrument No. D206037833, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southeast corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded In Instrument No. D219252409, Official Public Records, Tarrant County, Texas;

Thence North 00°35'01" West, a distance of 447.68' to a 1/2" iron rod found In the South line of Block 5 of Willow Vista Estates, Phase III A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214051894, Official Public Records, Tarrant County, Texas, and being at the Northeast corner of said Texas Opportunity Fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 590.69' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of Block 5 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9176, Plat Records, Tarrant County, Texas;

Thence South 00°35'01" East, a distance of 454.96' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°55'04" West, along said North line, a distance of 590.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land.

SURVEYOR'S CERTIFICATION

To: Acend Partners, LLC, a Texas limited liability company, Stewart Title Guaranty Company, Triangle Engineering, LLC, Security National Bank, and The McNeill Family Real Estate Partnership L.P., all in connection with G.F. No. C01-20-1001:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 8, 9, 11, and 13 of Table A thereof. The fieldwork was completed on *02-20-2020.*

Date of Plat or Map: 02-21-2020

PRELIMINARY SURVEY
NOT FOR RECORDING PURPOSES

JOHN S. TURNER RPLS 5310

This survey was performed exclusively for the parties in connection with the G. F. number shown hereon and is licensed for a single use. This survey remains the property of the Surveyor. Unauthorized reuse is not permitted without the expressed written permission of the Surveyor. This survey is an original work protected by United States Copyright law and international treaties. All rights reserved. Do not make illegal copies.

Please note that the use of the word "CERTIFY" or "CERTIFICATE" used hereon constitutes an expression of professional opinion regarding those facts or findings which are the subject of the certification, and does not constitute a warranty or guarantee, either expressed or implied.

TABLE "A" NOTES

1) Shown on survey
2) Shown on survey
3) Shown on survey
4) Shown on survey
5) Vertical relief source derived from National Geodetic Survey Data, Benchmark Designation Z 944, elevation = 704.67'
7(a) Shown on survey
8) Shown on survey
9) No parking spaces located on subject property.
11) All visibile utilities shown, underground water and sewer are approximate location. The following utility companies have performed a Digtess on the subject property:
AT&T Distribution - CLEAR, Energy Transfer - CLEAR, Atmos Energy - MARKED.
13) Shown on survey

SCHEDULE "B" NOTES

Items corresponding to the Commitment for Title Insurance Issued January 17, 2020, by Stewart Title Guaranty Company bearing an effective date of January 2, 2020, G. F. No. C01-20-1001.

10f) Agreement, Vol. 1117, Pg. 439, R.P.R.T.C.T. (Subject to - Not plottable)
10g) Utility Easement, Vol. 12510, Pg. 1915, R.P.R.T.C.T. (Subject to - On survey)

The surveyor has not abstracted the record title and/or easements of the subject property. The Surveyor prepared this survey with the benefit of a title commitment described above and assumes no liability for any easements, right-of-way dedications or other title matters affecting the subject property which may have been filed in the real property records but are not disclosed in said title commitment.

FLOOD

This is to certify that no portion of the subject property shown hereon lies within the 100 Year Flood Hazard Area as shown on the Flood Insurance Rate Map, Community Panel No. 48439C 0160K, dated 09-25-2009. The property is located in Zone "X".

SITE PLAN
SHEET 5 OF 8

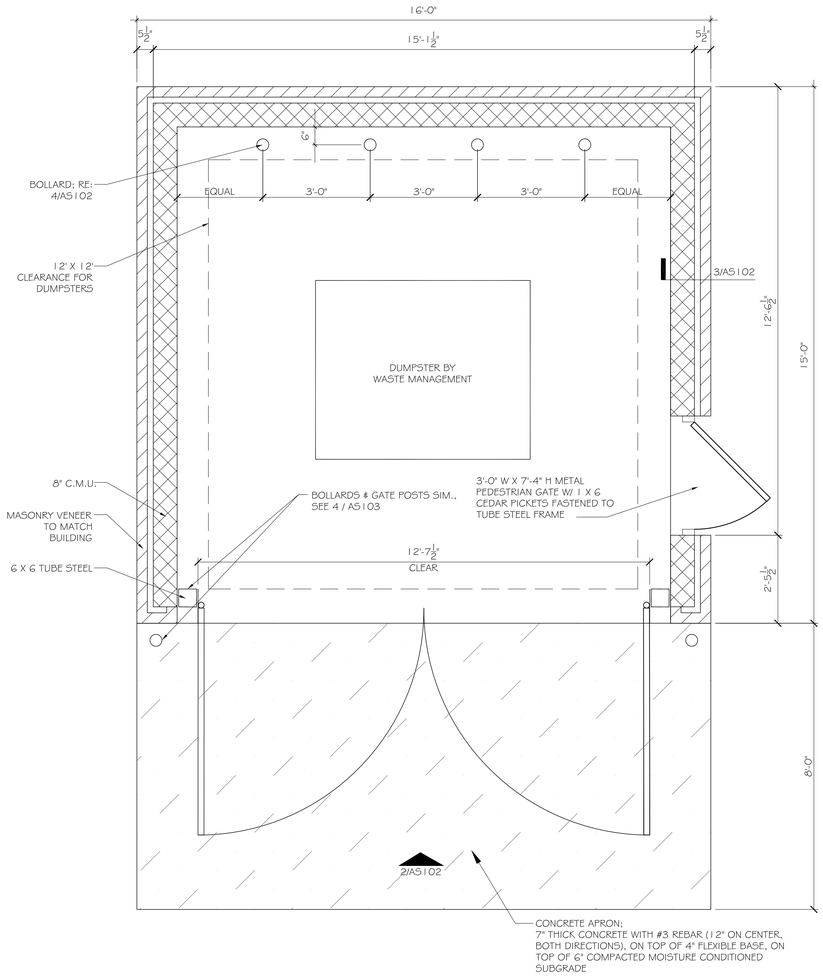
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SAGINAW, TEXAS

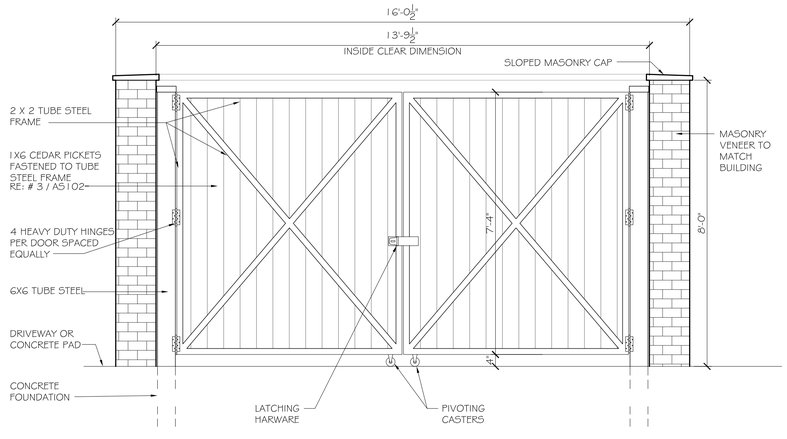
A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 100174-00
P.O. BOX 870029, MESQUITE, TX. 75187
PHONE: (972) 681-4975 FAX: (972) 681-4954
WWW.AWSURVEY.COM

JOB# 20-0288
DATE: 02-20-2020
DRAWN BY: SJT

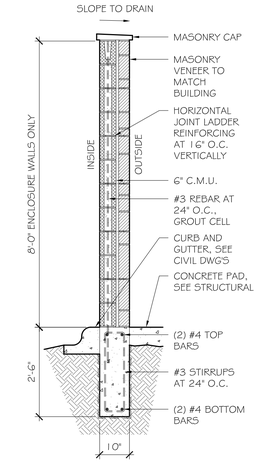
"A professional company operating in your best interest"



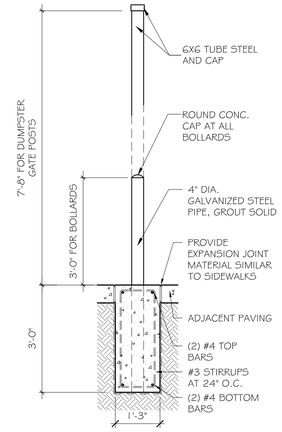
1 DUMPSTER ENCLOSURE
SCALE: 1/2" = 1'-0"



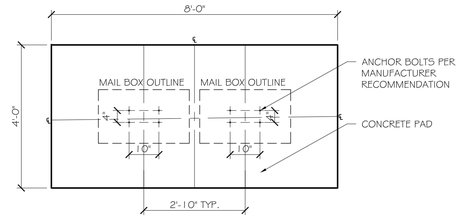
2 DUMPSTER GATE
SCALE: 1/2" = 1'-0"



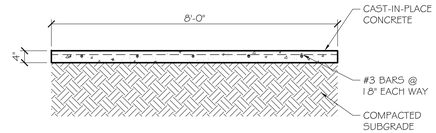
3 WALL SECTION
SCALE: 1/2" = 1'-0"



4 BOLLARD AND POST DETAIL
SCALE: 1/2" = 1'-0"



5 MAIL BOX UNIT
SCALE: 1/2" = 1'-0"



6 MAIL BOX CLUSTER UNIT PAD DETAIL
SCALE: 1/2" = 1'-0"

ISSUED ON:
SEPTEMBER 9, 2020

THIS DOCUMENT IS NOT FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION.

ISSUED FOR:

DFD ARCHITECTS INC
305 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW INDEPENDENT LIVING PHASE -1

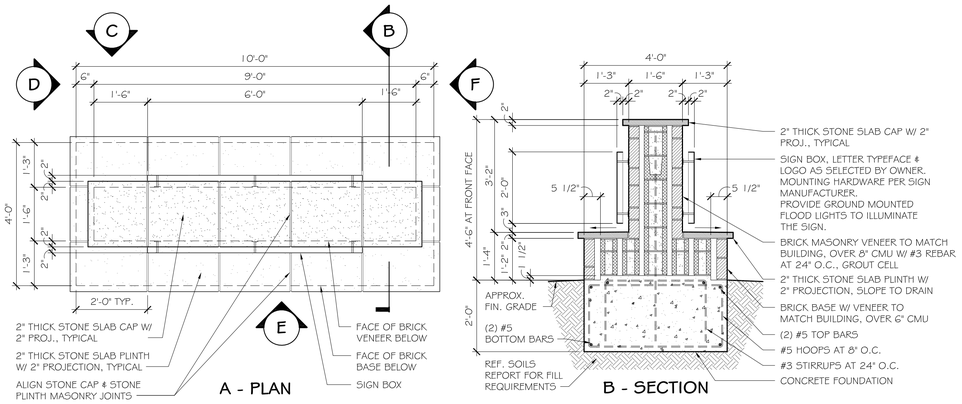
PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

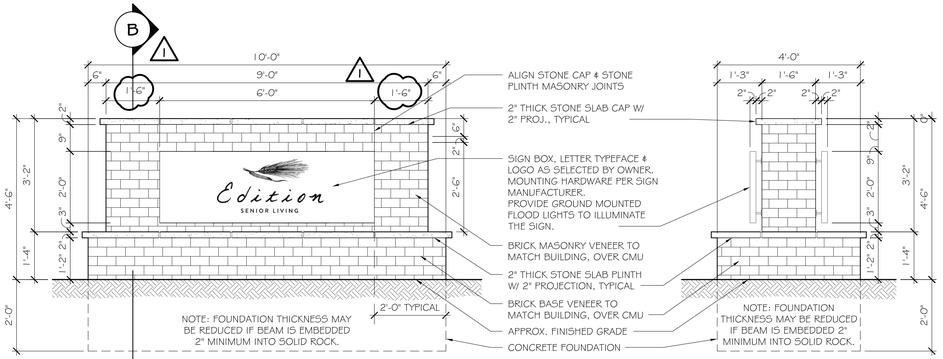
OWNER:
BRIGHT LIVING SAGINAW, LLC.
5080 SPECTRUM DR.
SUITE 123W
ADDISON, TX 75001

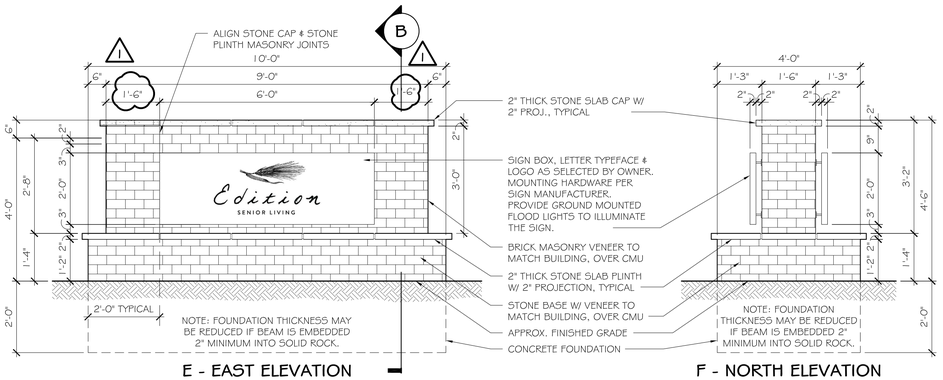
SITE PLAN DETAILS

AS102

SITE PLAN
SHEET 6 OF 8







1 MONUMENT SIGN

SCALE: 1/2" = 1'-0"

SITE PLAN
SHEET 7 OF 8

FIRST ISSUED ON:
SEPTEMBER 29, 2020

REGISTERED ARCHITECT
WILLIAM A. DAVIS IV
15416
STATE OF TEXAS

OCTOBER 30, 2020

REVISIONS:
1 ADDENDUM 1
CITY COMMENTS
OCTOBER 30, 2020

DFD ARCHITECTS INC
305 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW INDEPENDENT LIVING PHASE -I

PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

OWNER:
BRIGHT LIVING
SAGINAW, LLC.
5080 SPECTRUM DR.
SUITE 123W
ADDISON, TX 75001

1 MONUMENT SIGN PLAN DETAILS, SECTION, ELEVATION

AS103

DFD ARCHITECTS INC

Addendum

Project:	Saginaw Independent Living City of Saginaw, Texas	**Addendum No. 3**
To Owner:	Bright Living Saginaw, LLC 25080 Spectrum Drive, Suite 123W Addison, Tx 75001	**Date**: 12/01/2020

The Permit Set dated September 29th, 2020 is hereby revised with the following changes (These include the plan review comments issued as Addendum No. 3 dated December 01, 2020:

1. Enclosed please find landscape plans L1 and L2 for your reference.

2. Per Article 8. – Supplemental District Regulations EC. 8-1. – Site plan requirements Section E. Site Plan content – Item 9. - the landscape plan includes the type, location and quantity of all plant materials used for landscaping and the type**,** location and height of fences or screening and the plantings around them.

Please note that the attached drawings comply with all the items listed in item 2. Additionally, refer to sheet C-3.0 for the revised sidewalk layout.

I trust that the enclosed information is beneficial and satisfactory. We are hopeful that the detailed revisions and description indicated herein will allow for the issuance of a building permit. If you have any questions or comments, please feel free to contact me.

Sincerely,

William A. Davies, AIA
President, DFD Architects, Inc.

SITE PLAN
SHEET 8 OF 8

CITY OF SAGINAW PLANNING AND ZONING COMMISSION
NOTICE OF REGULAR MEETING
Saginaw City Hall
333 West McLeroy Boulevard
Tuesday, December 8, 2020
AT 6:00 P.M.

(1)	**Call To Order**	Chairman Lewis
(2)	**Roll Call To Establish Quorum**	Chairman Lewis
(3)	**Audience Participation**	Chairman Lewis
(4)	**Approval of Minutes** Regular Meeting and Public Hearing On November 10, 2020	Chairman Lewis
(5)	**PZ 1220-01** **Consideration And Action Regarding Approval Of A Preliminary Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey**	Deependra Sapkota Project Manager Triangle Engineering
(6)	**PZ 1220-02** **Consideration And Action Regarding Approval Of A Site Plan For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey**	Deependra Sapkota Project Manager Triangle Engineering
(7)	**Staff Report**	Rick Trice, P. E.
A.	Discussion of Residential, Commercial and Industrial, and City Projects	Public Works Director
B.	Update Commission of City Council Action on Previous Cases	

(8) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

(9) Adjournment Chairman Lewis

DATE POSTED:_____ TIME:_____ BY:_____

DATE RETRIEVED:_____ TIME:_____ BY:_____

The City Hall is wheelchair accessible and special parking is available on the east side of the building or in front of the Library located west of City Hall. If special accommodations are required, please contact Mary Ragle at 817-230-0441 a minimum of 72 hours in advance of the meeting.

PLEASE NOTE THAT IN ACCORDANCE WITH CURRENT CDC RECOMMENDATIONS REGARDING COVID-19 WE WILL BE OBSERVING SIX FEET DISANCING BETWEEN EVERYONE. THEREFORE, THERE WILL BE LIMITED SEATING AVAILABLE. FACE COVERINGS WILL BE REQUIRED

PLANNING AND ZONING COMMISSION

Kenneth Haney Vice Chairman	Place No. 1	Term Expires May 2022
William Barngrover	Place No. 2	Term Expires May 2021
Matthew Lewis Chairman	Place No. 3	Term Expires May 2022
Malinda Julien	Place No. 4	Term Expires May 2021
Jason LaBruyere	Place No. 5	Term Expires May 2022
John Peet	1st Alternate	Term Expires May 2021
Randy Villarreal	2nd Alternate	Term Expires May 2022

- **Sec. 2-8. - Meeting and quorum**

A quorum for the conduct of business shall consist of three members of the commission. The members of the commission shall regularly attend meetings and public hearings of the commission and shall serve without compensation, except for reimbursement of authorized expenses attendant to the performance of their duties.

Audience Participation

If anyone in the audience wishes to address the board on any item listed on the agenda, please fill out one of the audience participation forms located by the east door of the Council Room. After the form is completed, please hand it to the board secretary. Your request to speak will be given to the chairman and you will be called upon to speak when that item is discussed.

MINUTES OF A REGULAR MEETING AND PUBLIC HEARING
OF THE CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
HELD AT THE CITY OF SAGINAW CITY HALL
333 WEST MCLEROY BOULEVARD
NOVEMBER 10, 2020

Present at the Meeting:

Chairman	Place No. 3	Matthew Lewis
Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 2	William Barngrover
Alternate Member	Alt. No. 2	Randy Villarreal
Director Public Works		Rick Trice
City Attorney		Bradley Anderle
City Attorney		Lindsey Hale
City Engineer		Andrew Simonsen
Recording Secretary		Mary Ragle

Absent from the Meeting:

Member	Place No. 4	Malinda Julien
Member	Place No. 5	Jason LaBruyere
Alternate Member	Alt No. 1	John Peet

Visitors at the Meeting:

Mark Canterbury
Jim Makens
Doug Powell
Karen Fuller
Lara Gay
Trey Harper

(1) Call to Order

Chairman Lewis called the meeting to order at 6:35 p.m.

(2) Roll Call to Establish Quorum

Chairman Lewis called roll. The quorum will consist of Chairman Lewis, Vice Chairman Haney, Member Barngrover, and Alternate Member Villarreal

(3) Audience participation

Chairman Lewis explained the procedure to follow to address the Commission.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on October 13, 2020 were presented for approval. A motion was made by Member Barngrover with a second by Vice Chairman Haney to approve the minutes for October 13, 2020 as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(5) PZ 1120-01 PUBLIC HEARING
Consideration And Action Regarding A Request By Community Link Mission To Rezone Lot 6, Block 6, Town Of Saginaw Addition (320 S. Belmont Street) From Single Family (SF4) To Neighborhood Commercial (NC)

Chairman Lewis read the request and opened the public hearing at 6:37 p.m.

DPW Trice reviewed the information ~~provided~~ in the members' ~~in their packet~~packets. He advised the members that Community Link Mission had acquired the residential lot just to the south of their facility.

Mark Canterbury, Architect for Community Link, explained improvements that were planned such as additional parking, addition to existing building, additional storage, and covered loading and unloading area. He advised the committee that this is the last property on this block of Belmont to change zoning to Neighborhood Commercial (NC).

DPW Trice stated there would need to be a replat to combine the lots into 1 lot. He advised this would be done administratively.

~~Mr. Dan Fritz, the applicant, was present to answer any questions.~~

Chairman Lewis closed the public hearing at 6:40 p.m.

A motion was made by Member Barngrover with a second by Alternate Member Villarreal to recommend that the City Council approve the request to change the zoning from Single Family (SF4) to Neighborhood Commercial on Lot 6 Block 6, Town Of Saginaw Addition, 320 South Belmont Street. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(6) PZ 1120-02
Consideration And Action Regarding Approval Of A Preliminary Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets, stating the property for this preliminary plat is planned to be an assisted/independent living facility.

Vice Chairman Haney asked if public safety departments had approved this plan, stating he is concerned with egress/ingress with only one in way and out. DPW Trice stated that the fire department and policed department had reviewed and approved this preliminary plat.

A motion was made by Vice Chairman Haney with a second by Alternate Member Villarreal to recommend that the City Council approve the preliminary plat as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(7) PZ 1120-03 PUBLIC HEARING
Consideration And Action Regarding A Request For A Conceptual Development Plan Associated With An Application For A Planned Development Zoning With Community Commercial And Single Family And Multifamily Uses For Land Described As 116 Acres Of Land Out Of Abstract 1497, Tracts 3A, 3D, And 3G3, Benjamin Thomas Survey Located North Of East Bailey Boswell Road, East Of Business 287 And West Of Wagley Robertson Road

Chairman Lewis read the request and opened the public hearing at 6:44 p.m.

DPW Trice advised the members that city staff and the developer have discussed this project several times in the last 2 years. He said the proposal at tonight's meeting is a conceptual development plan that includes 4 zoning districts, Community Commercial, Multifamily (MF2), Single Family Attached (SFA) and Single Family (SF4).

Doug Powell, engineer with McAdams Engineering, was present to represent this item. He provided a power point presentation and advised the members of the amenities included. He also described the specifics of each proposed zoning district.

There was a general discussion regarding a development agreement, building materials, parks, amenities, number of housing units planned, railroads, and other concerns. DPW Trice and Mr. Powell answered the members' questions and addressed their concerns.

Chairman Lewis closed the public hearing at 7:12 p.m.

A motion was made by Alternate Member Villarreal with a second by Member Barngrover to recommend that the City Council approve the conceptual development plan for the Beltmill Planned Development. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(8) PZ 1120-04
Consideration And Action Regarding Subdivision Ordinance Amendment For Article 9 Construction Standards Details

DPW Trice advised the members that both the subdivision ordinance and zoning ordinance need to be updated to address current needs. He said this amendment to the subdivision ordinance to update the construction standards is the 1st step of that process to be more consistent with requirements in the area and also to include an approved product list to specify specific products.

A motion was made by Member Barngrover with a second by Vice Chairman Haney to recommend that the city council approve the amendment to the subdivision ordinance to update the construction standards details. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

(9) Staff Report
A. Discussion of Residential, Commercial, Industrial, and City Capital Projects
B. Previous Cases

DPW Trice reviewed several of the current projects under construction in the City.

(10) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

No executive session was held

(11) Adjournment

Motion was made by Vice Chairman Haney with a second by Member Barngrover to adjourn the meeting. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

Chairman Lewis declared the meeting of November 10, 2020 closed at 7:25 p.m.

APPROVED:

_____
Matthew Lewis, Chairman

ATTEST:

_____
Mary Ragle, Recording Secretary

DATE: December 8, 2020

TO: Chairman and Members of the Planning and Zoning Commission

FROM: Rick Trice, P.E., Director of Public Works

SUBJECT: Consideration and Action Regarding Approval of a Final Plat for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Owner: Bright Living Saginaw, LLC
Applicant: Deep Sapkota (Engineer)
Property Acreage: 6.120
Zoning: Multi-Family (MF2)

The request is for approval of a Final Plat on property located on E. McLeroy Blvd. approximately 800 feet west of Amber Drive. The property is planned to be an Independent Senior Living Facility.

The preliminary plat was approved by the Commission at its November 10, 2020 meeting and subsequently by City Council on November 17, 2020.

If there are any questions, please let me know.


Piper Dr
Piper Dr
Piper Dr
Piper Dr
Piper Dr
Brinkley Dr
Brinkley Dr
Vista Way
Creek Point Dr
Amber Dr
Willow Vista Dr
Taylor St
Creek Point Dr
Creek Point Dr
Creek Point Dr
Creek Point Dr
Amber Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Fossil Wood Dr
Amber Dr
N Knowles Dr
N Knowles Dr
N Knowles Dr
Amber Dr
Amber Dr
LOT 1, BLOCK A
SENIOR LIVING AT SAGINAW
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
W McLeroy Blvd
Roberts Dr
Willow Wood Dr
Willow Wood Dr
Willow Wood Dr

CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
APPLICATION FOR CONSIDERATION OF A PLAT

CASE NUMBER: _____

All information required in the Zoning Ordinance #2002-04 and/or the Subdivision Ordinance #2006-10 of the City of Saginaw must be received in the Community Development Office by 12:00 noon on the 28th day (always a Tuesday) prior to the Planning and Zoning Commission meeting.

All applications must be accompanied by 6 prints, 1 submittal, 30 prints after staff approval, 22" X 34". These must be folded to 8½" x 11" so that the title block or other identifying information is shown on the front. Plats shall be drawn at a scale of 1" = 100' or larger. The original mylar shall also accompany copies of any final plat.

The office personnel will strictly adhere to the submittal deadline date and time. THERE WILL BE NO EXCEPTIONS. Failure to submit the appropriate signed applications, required information, engineering details, or payment of the required fees will result in refusal of the application. The application is not considered complete until all requirements are met.

Acceptance of an application IS NOT A GUARANTEE that an applicant's case will be scheduled for a SPECIFIC AGENDA DATE. After reviewing the application the office personnel will contact the applicant for any required corrections. The agenda date will be set after compliance by the applicant of all the requirements contained in the City of Saginaw's Zoning Ordinance and Sub Division Ordinance.

REQUEST FOR CONSIDERATION OF

PRELIMINARY PLAT ( ) FINAL PLAT (✓) REPLAT ( ) AMENDED PLAT ( )

LEGAL DESCRIPTION: *(fill in the one that applies)*

LOT: 1 BLOCK: A ADDITION: Senior Living at Saginaw

TRACT: N/A ABSTRACT 1849 SURVEY: A.F. Albright Survey

(IF LEGAL DESCRIPTION IS TOO LONG ATTACH A COMPLETE COPY)

ADDRESS and/ or LOCATION OF PROPERTY: 824 West McLeroy Blvd., Saginaw, TX 76179

NAME OF PROPOSED DEVELOPMENT: Independent Living Facility

TOTAL ACREAGE OF PROPERTY: 6.120 acres

(use additional sheets and attach if necessary)

I hereby certify that I will follow all Ordinances as set forth by the city of Saginaw with respect to my Development and understand that copies of the Zoning Ordinance and Subdivision Ordinance are available for my purchase. I further understand that the payment of the required fees does not in any way guarantee approval of my request or obligate the city in any way to refund said fees.

OWNER'S SIGNATURE: _____ PHONE #: 469-995-0911

and/or OPTION HOLDER: _____ PHONE #: _____

OWNER'S NAME:(Please Print) **Bright Living Saginaw, LLC**

OWNER'S ADDRESS: **8505 Rugby Drive Irving TX 75063**

APPLICANT'S SIGNATURE: Deependra Sapkota Digitally signed by Deependra Sapkota DN: cn=Deependra Sapkota, c=US, o=Engineering, ou=Triangle Engineering LLC, email=dsapkota@triangle-engr.com Date: 2020.12.01 13:20:25 -06'00' PHONE # : 469-331-8566

APPLICANT'S NAME: Deep Sapkota

APPLICANT'S ADDRESS: 1784 W. McDermott Drive, Suite 110, Allen, TX 75013

FOR CITY USE ONLY DO NOT WRITE BELOW THIS LINE

RECEIVED BY: _____ DATE: _____ TIME: _____

FEE FOR APPLICATION: _____ RECEIPT #: _____

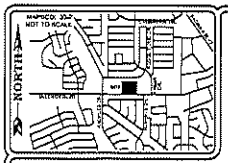
SUBMITTED INFORMATION REVIEWED BY: _____

PLANNING AND ZONING COMMISSION MEETING DATE: _____

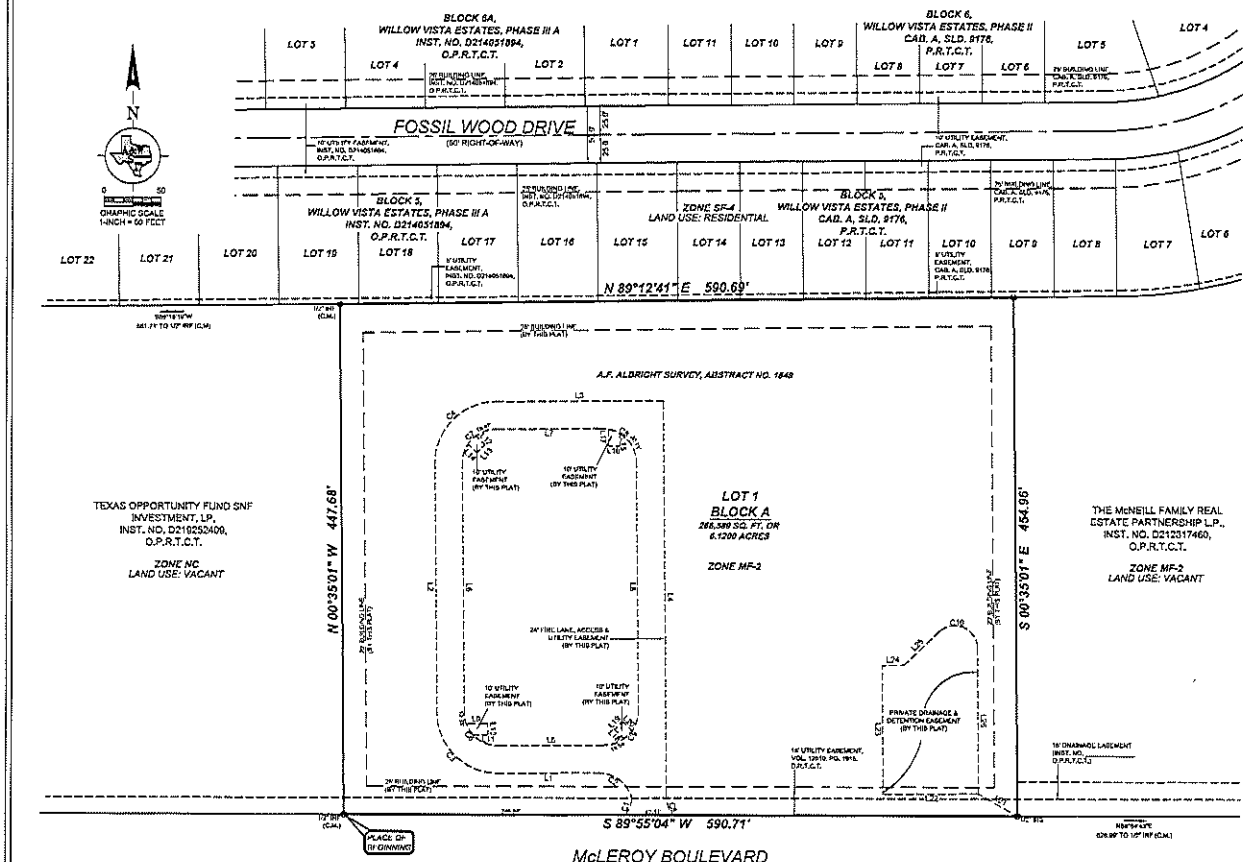
ACTION TAKEN: _____

CITY COUNCIL MEETING DATE: _____

ACTION TAKEN: _____



LEGEND	
D.R.T.C.T.	Deed Records, Tarrant County, Texas
O.P.R.T.C.T.	Official Public Records, Tarrant County, Texas
P.R.T.C.T.	Plat Records, Tarrant County, Texas
C.M.	Controlling Monument
VOL.	Volume
CAB.	Cabinet
PG.	Page
SLD.	Slide
INST. NO.	Instrument Number
IRF	Iron rod found
1/2" IRS	1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set unless otherwise noted



CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	CH. BEAR.	CH.DIST.
C1	90°00'00"	15.00'	23.56'	N44°24'59"W	21.21'
C2	15°17'56"	50.00'	13.35'	N07°43'58"W	13.31'
C3	90°00'00"	15.00'	23.56'	N45°35'01"W	21.21'
C4	90°00'00"	15.00'	23.56'	N44°24'59"E	21.21'
C5	90°00'00"	15.00'	23.56'	S45°35'01"E	21.21'
C6	12°05'54"	250.00'	52.79'	S06°27'58"E	52.69'
C7	90°00'00"	15.00'	23.56'	S44°24'59"W	21.21'
C8	90°00'00"	15.00'	23.56'	N45°35'01"W	21.21'
C9	90°00'00"	15.00'	23.56'	N44°24'59"E	21.21'
C10	90°00'00"	15.00'	23.56'	S45°35'01"E	21.21'
C11	90°00'00"	15.00'	23.56'	S44°24'59"W	21.21'

LINE TABLE		
LINE	LENGTH	BEARING
L1	37.41'	N00°35'01"W
L2	219.58'	N89°12'41"E
L3	146.96'	N89°12'41"E
L4	48.58'	N89°12'41"E
L5	74.54'	S89°12'41"W
L6	219.58'	N89°12'41"E
L7	37.50'	N89°12'41"E
L8	219.58'	N89°12'41"E
L9	74.54'	S89°12'41"W
L10	10.00'	N89°12'41"E
L11	14.73'	N89°12'41"E
L12	31.82'	N89°12'41"E
L13	54.12'	N89°12'41"E
L14	10.00'	N89°12'41"E
L15	10.00'	N89°12'41"E
L16	11.13'	N89°12'41"E
L17	10.00'	N89°12'41"E
L18	14.00'	N89°12'41"E
L19	11.13'	N89°12'41"E
L20	11.13'	N89°12'41"E
L21	39.35'	N89°12'41"E
L22	8.13'	N89°12'41"E
L23	31.77'	N89°12'41"E
L24	14.13'	N89°12'41"E
L25	14.13'	N89°12'41"E
L26	14.13'	N89°12'41"E
L27	14.13'	N89°12'41"E

SURVEYOR'S NOTES

1) ALL 1/2" IRON RODS SET FOR CORNER AS SHOWN HEREON HAVE A YELLOW PLASTIC CAP STAMPED "RPLS 5310".

2) BASIS OF BEARINGS DERIVED CITY OF MELISSA CONTROL MONUMENTS, TEXAS STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83), NORTH CENTRAL ZONE 4202.

3) NO PORTION OF THIS SUBJECT PROPERTY SHOWN HEREON LIES WITHIN THE 100 YEAR FLOOD HAZARD AREA AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 48439C 0160K, DATED 09-25-2009.

OWNER'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

WHEREAS Bright Living Saginaw, LLC is the sole owner of a tract of land located in the A.F. ALBRIGHT SURVEY, Abstract No. 1848, City of Saginaw, Tarrant County, Texas, and being the same tract of land described in deed to Bright Living Saginaw, LLC, recorded in Instrument No. D220031469, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southeast corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded in Instrument No. D218252409, Official Public Records, Tarrant County, Texas;

Thence North 00°35'01" West, a distance of 447.68' to a 1/2" iron rod found in the South line of Block 5 of Willow Vista Estates, Phase III A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214031894, Official Public Records, Tarrant County, Texas, and being at the Northeast corner of said Texas Opportunity Fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 590.69' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of Block 3 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9176, Plat Records, Tarrant County, Texas;

Thence South 00°35'01" East, a distance of 454.96' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°55'04" West, along said North line, a distance of 590.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land,

and designated herein as SENIOR LIVING AT SAGINAW, to the City of Saginaw, Texas and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, water courses, drains, easements, right-of-way and public places thereon shown for the purpose and consideration therein expressed.

Bright Living Saginaw, LLC

Name:
Title:

STATE OF TEXAS
COUNTY OF TARRANT

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared _____, known to me to be the person whose name is subscribed in the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

Notary Public in and for the State of Texas

PRIVATE DRAINAGE EASEMENT MAINTENANCE

The existing private drainageway, detention or retention pond located in this addition within a private drainage easement will remain unobstructed at all times and will be maintained by the individual lot owners whose lots are traversed by, or adjacent to, the private drainage easement. The City of Saginaw will not be responsible for the maintenance, erosion control and/or operation of said private drainage easements. Property owners shall keep the private drainage easements traversing their property clean and free of debris, silt or other substances, which would result in unsanitary conditions, and the city shall have the right of entry for the purpose of inspecting the maintenance work by the property owners and to assess whether the functionality of the drainageway, detention or retention pond has been maintained as designed. The drainage ways are occasionally subject to stormwater overflow and/or bank erosion that cannot be confined. The City of Saginaw shall not be liable for any damages resulting from the occurrence of those phenomena, nor the failure of any structure(s) within the private drainage easement.

SURVEYOR'S CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS

This is to certify that I, John S. Turner, a registered professional land surveyor in the State of Texas, have platted the above subdivision from an actual survey on the ground, and that all the lot corners, angle points and points of curve shall be properly marked on the ground, and that this plat correctly represents that survey made by me.

Witness my hand at Mesquite, Texas,
This _____ day of _____, 202_.

John S. Turner
Registered Professional Land Surveyor #5310

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for the said County and State on this day personally appeared John S. Turner, R.P.L.S. NO. 5310, State of Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

Given under my hand and seal of office,
This _____ day of _____, 202_.

Notary Public in and for the State of Texas

CERTIFICATE OF APPROVAL

ON THIS _____ DAY OF _____, THIS PLAT WAS DULY APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SAGINAW, TEXAS

BY: _____
CHAIRMAN
ATTEST: _____
CITY SECRETARY

THE CITY COUNCIL OF SAGINAW, TEXAS ON _____, VOTED AFFIRMATIVELY TO ADOPT THIS PLAT AND APPROVE IT FOR FILING OF RECORD.

BY: _____
MAYOR
ATTEST: _____
CITY SECRETARY

A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 10017400
P.O. BOX 670609, MESQUITE, TX. 75187
PHONE: (972) 681-4975 FAX: (972) 681-4954
WWW.AWSURVEY.COM

~ PROPERTY ADDRESS: 824 W. McLeroy Boulevard, Saginaw, TX 76179 ~

Owner: Bright Living Saginaw, LLC
~ 5025 Rugby Dr., Irving, TX 75063 ~

Job No. 21041-001 | Drawn by: S.T. | Checked by: J.T./J.S. | 08/30/2021

"A professional company operating in your best interest"

FINAL PLAT

LOT 1, BLOCK A
SENIOR LIVING AT SAGINAW

AN ADDITION TO THE CITY OF SAGINAW,
TARRANT COUNTY, TEXAS
A.F. ALBRIGHT SURVEY, ABSTRACT NO. 1848

THIS PLAT FILED IN INSTRUMENT NO. _____ THE _____ DAY OF _____, 2020

DATE: December 8, 2020

TO: Chairman and Members of the Planning and Zoning Commission

FROM: Rick Trice, P.E., Director of Public Works

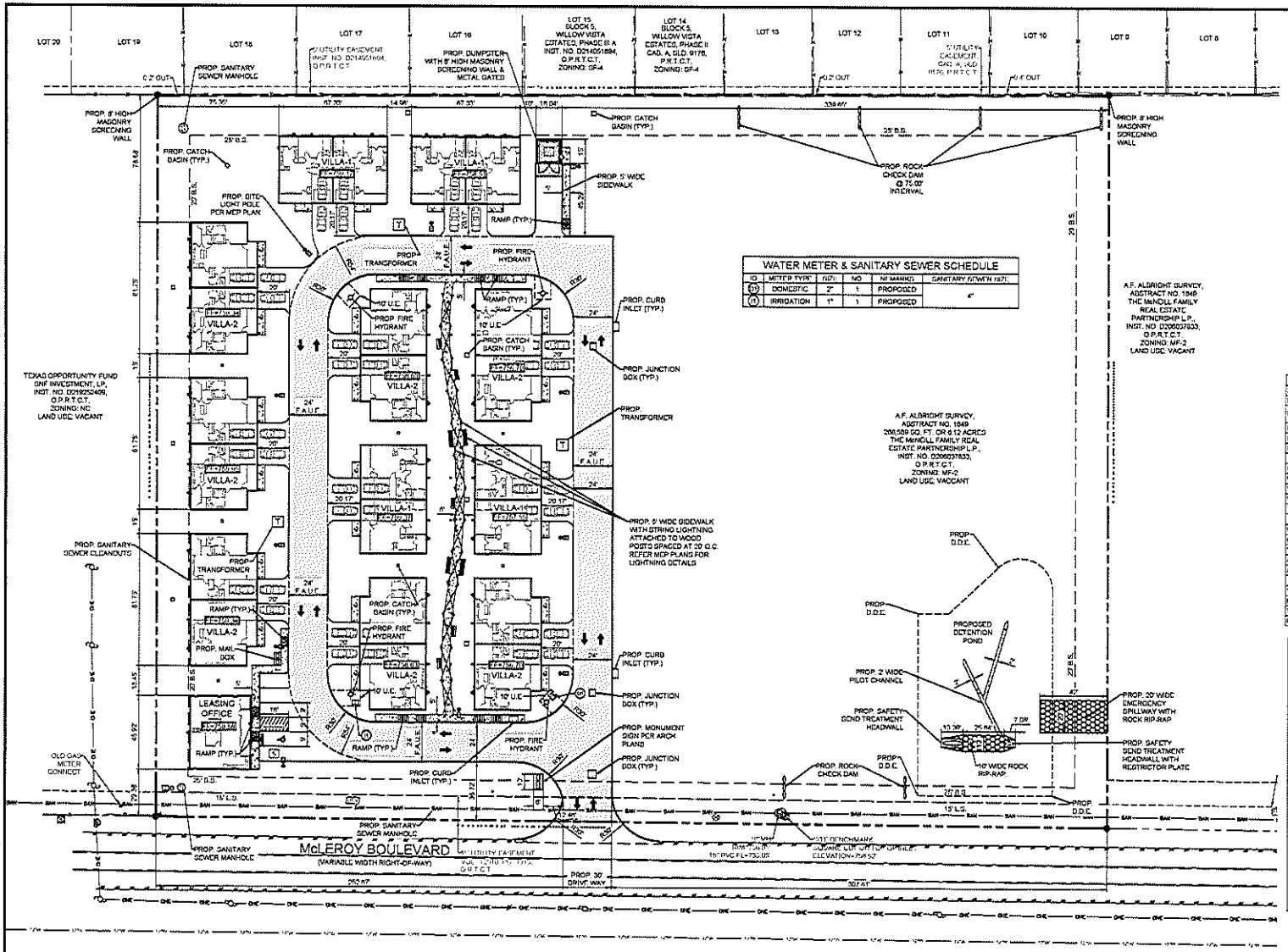
SUBJECT:
Consideration and Action regarding Approval of a Site Plan for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Owner: Bright Living Saginaw, LLC
Applicant: Deep Sapkota (Engineer)
Property Acreage: 6.120
Zoning: Multi-Family (MF2)

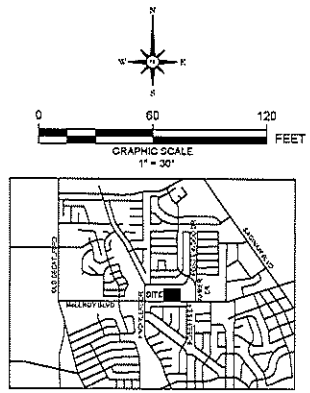
Currently Bright Living Saginaw, LLC is in the process of developing proposed Lot 1, Block A, Senior Living at Saginaw Addition as an Independent Senior Living Facility. The zoning ordinance requires approval of a site plan by the Planning and Zoning Commission and City Council prior to issuance of a building permit by the city.

The Site Plan and supporting exhibits have been reviewed by City Staff and meets or exceeds the requirements of Section 8-1 – Site Plan Requirements of the Zoning Ordinance.

If you have any questions, please let me know.



WATER METER & SANITARY SEWER SCHEDULE				
ID	METER TYPE	W.D.	NO.	W. MANIFOLD SANITARY SEWER TAP
W	DOMESTIC	2"	1	PROPOSED 6"
I	IRRIGATION	1"	1	PROPOSED



GENERAL DATA	
ZONING (FROM ZONING MAP)	MF-2
EXISTING LAND USE	VACANT
PROPOSED LAND USE	SENIOR INDEPENDENT LIVING
LOT AREA (S.F.)	266,589
LOT AREA (ACRES)	6.120
BUILDING HEIGHT/COTTAGES	21.0 FEET

BUILDING DATA		
BUILDING	TOTAL UNITS	UNIT AREA (S.F.)
CLUBHOUSE	1	1,720
VILLA-2 (DOUBLE BED UNITS)	14	1,914
VILLA-1 (SINGLE BED UNIT)	6	1,380
TOTAL	33	35,306

PARKING DATA	
VILLA PARKING REQUIRED (2 SPACES PER UNIT)	48
GARAGE PARKING PROVIDED	44
TOTAL PARKING PROVIDED	49
ADA PARKING REQUIRED	1
ADA PARKING PROVIDED	1

PERVIOUS / IMPERVIOUS DATA	
TOTAL PERVIOUS (OPEN SPACE/LANDSCAPE) AREA (S.F.)	193,122.45
PERCENTAGE OF PERVIOUS COVER	72.44%
TOTAL IMPERVIOUS AREA (S.F.)	73,466.55
PERCENTAGE OF PERVIOUS COVER	27.56%

SITE LEGEND

CONCRETE CURB
SAW-CUT LINE
FENCE
FIRE LANE
STRIPING
PARKING SPACES
MONUMENT/PYLON SIGN
WHEEL STOPS
HANDICAP LOGO
HANDICAP SIGN
RAMP
BOLLARD
TRAFFIC ARROW
FIRE HYDRANT
SANITARY SEWER MANHOLE
SANITARY SEWER CLEANOUT
SANITARY SEWER DOUBLE CLEANOUT
SANITARY SEWER SAMPLE PORT
GREASE TRAP
DOMESTIC WATER METER
IRRIGATION METER
GAS METER
TRANSFORMER
LIGHT POLE
POWER POLE

SITE GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE CITY OR LOCAL JURISDICTION STANDARDS.
2. THE LOCATION OF UNDERGROUND UTILITIES INDICATED ON THE PLANS IS TAKEN FROM AS-BUILTS, UTILITY PLANS OR SURVEY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAKE ARRANGEMENTS WITH THE OWNERS OF SUCH UNDERGROUND UTILITIES PRIOR TO WORKING IN THE AREA TO CONFIRM THEIR EXACT LOCATION AND TO DETERMINE WHETHER ANY ADDITIONAL UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT. THE CONTRACTOR SHALL PRESERVE AND PROTECT ALL UNDERGROUND UTILITIES. IF EXISTING UNDERGROUND UTILITIES ARE DAMAGED, THE CONTRACTOR WILL BE RESPONSIBLE FOR THE COST OF REPAIRING THE UTILITY.
3. WHERE EXISTING UTILITIES OR SERVICE LINES ARE CUT, BROKEN OR DAMAGED, THE CONTRACTOR SHALL REPLACE OR REPAIR THE UTILITIES OR SERVICE LINES WITH THE SAME TYPE OF ORIGINAL MATERIAL AND CONSTRUCTION, OR BETTER, UNLESS OTHERWISE SHOWN OR NOTED ON THE PLANS, AT HIS OWN COST AND EXPENSE. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AT ONCE OF ANY CONFLICTS WITH UTILITIES.
4. ALL EXCAVATIONS, TRENCHING AND SHORING OPERATIONS SHALL COMPLY WITH THE REQUIREMENTS OF THE U. S. DEPARTMENT OF LABOR, OSHA, CONSTRUCTION SAFETY AND HEALTH REGULATIONS AND ANY AMENDMENTS THERETO.
5. THE CONTRACTOR SHALL RESTORE ALL AREAS DISTURBED BY CONSTRUCTION TO ORIGINAL CONDITION OR BETTER. RESTORED AREAS INCLUDE, BUT ARE NOT LIMITED TO TRENCH BACKFILL, SIDEWALKS, FENCES, DRAINAGE DITCHES, DRIVEWAYS, PRIVATE YARDS AND ROADWAYS.
6. ANY CHANGES NEEDED AFTER CONSTRUCTION PLANS HAVE BEEN RELEASED, SHALL BE APPROVED BY THE CITY ENGINEER. THESE CHANGES MUST BE RECEIVED IN WRITING.
7. THE CONTRACTOR SHALL PROVIDE "RED LINED" MARKED PRINTS TO THE ENGINEER PRIOR TO FINAL INSPECTION INDICATING ALL CONSTRUCTION WHICH DEVIATED FROM THE PLANS OR WAS CONSTRUCTED IN ADDITION TO THAT INDICATED ON THE PLANS.
8. ALL CURB RADIUS TO BE 10' OR 2' UNLESS OTHERWISE NOTED ON THE SITE PLAN.

PROJECT CONTACT LIST	
OWNER/DEVELOPER BRIGHT LIVING GAUNAY, LLC 6960 SPECTRUM DRIVE, SUITE 123 ADDISON, TX 75001 CONTACT: ANAND "ANDY" PATEL TEL: 469-955-0911 EMAIL: ANAND@JOURNEYCAPH.COM	ARCHITECT DFD ARCHITECTS INC. 305 WEST WALLS STREET, SUITE 101 LEANDER, TX 78641 CONTACT: WILLIAM A DAVIES, AIA TEL: 512-259-4175 EMAIL: WDAVIES@DFDARCH.COM
CIVIL ENGINEER TRIANGLE ENGINEERING LLC 1764 W. MCDERMOTT DRIVE, SUITE 110 ALLEN, TX 75013 CONTACT: KEVIN PATEL TEL: (469)-213-1707 EMAIL: KPATEL@TRIANGLE-ENGR.COM	SURVEYOR A & W SURVEYING, INC. P.O. BOX 870209 MESQUITE, TX 75187 CONTACT: JOHN D. TURNER TEL: 972-681-4875 EMAIL: JOHN@AWSURVEY.COM

EASEMENT/SETBACK LEGEND	
BUILDING SET BACK	B.S.
LANDSCAPE SET BACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

"ALL THE INFORMATION PRESENTED IN THE PLANS, AND SUPPORTING DOCUMENTS REFLECT A REASONABLY ACCURATE PORTRAYAL OF THE GENERAL NATURE AND CHARACTER OF THE APPLICANT'S PROPOSAL"

SIGNATURE | CIVIL ENGINEER, P.E. (TITLE) | 12/01/2020 (DATE)

SITE PLAN
SHEET 1 OF 8

APPLICANT
KEVIN PATEL, P.E.
TRIANGLE ENGINEERING LLC

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TX REG. ENTITY #14105
TRIANGLE ENGINEERING LLC
Planning | Civil Engineering | Construction Management
1764 W. McDermott Drive, Suite 110, Allen, TX 75013
TEL: 469.213.1707 | FAX: 214.491.0917

811 Know what's below. Call before you dig.

NO	DATE	DESCRIPTION	BY
1	09/24/2020	1ST CITY SUBMITTAL	VP
2	12/2/2020	2ND CITY SUBMITTAL	VP
-	-	-	-
-	-	-	-
-	-	-	-

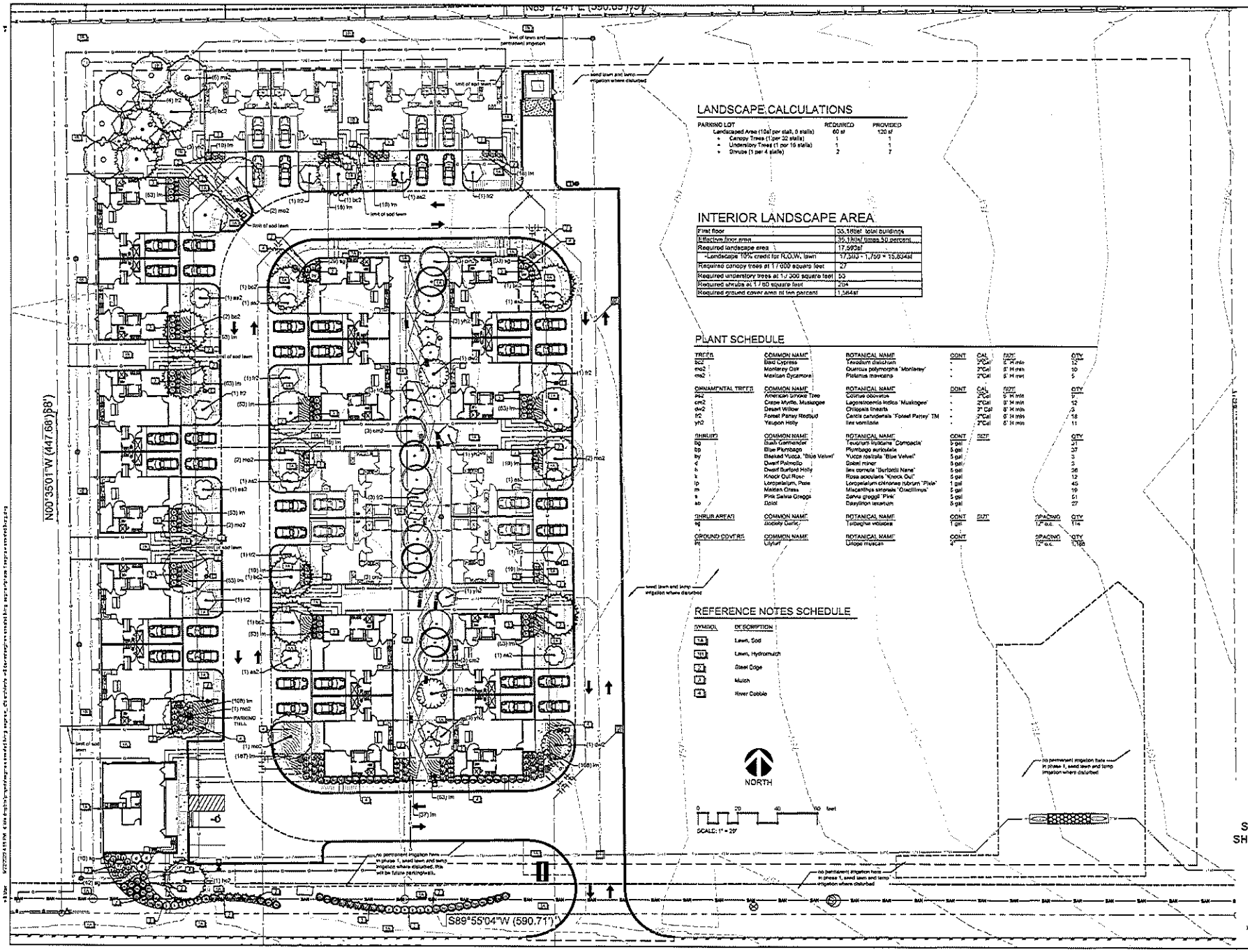
SITE PLAN
INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
KP	DD

SHEET #
C-3.0

PLEASE RECYCLE

I:\2020\021-20 SENIOR LIVING @ SAGINAW, TEXAS\CIVIL\CONSTRUCTION\Sheets\Dwg 12/2/2020 9:35:25 AM, DWG to PDF.pc3



LANDSCAPE CALCULATIONS

PARKING LOT	REQUIRED	PROVIDED
Landscaped Area (10sf per stall, 6 stalls)	60 sf	120 sf
• Canopy Trees (1 per 30 stalls)	1	1
• Understory Trees (1 per 15 stalls)	1	1
• Shrubs (1 per 4 stalls)	2	7

INTERIOR LANDSCAPE AREA

First floor	33,188sf total buildings
Effective floor area	35,188sf times 50 percent
Required landscape area	17,593sf
-Landscape 10% credit for R.O.W. lawn	17,593 - 1,759 = 15,834sf
Required canopy trees at 1/ 000 square feet	27
Required understory trees at 1/ 300 square feet	53
Required shrubs at 1/ 80 square feet	204
Required ground cover Area at ten percent	1,584sf

PLANT SCHEDULE

TREES	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	QTY
bc2	Bald Cypress	Taxodium distichum	-	2"Cal	6' H min		12
mc2	Monterey Oak	Quercus polymorpha 'Monterey'	-	2"Cal	6' H min		18
ms2	Mexican Sycamore	Platanus mexicana	-	2"Cal	6' H min		9

ORNAMENTAL TREES	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	QTY
as2	American Smoke Tree	Cotinus obovatus	-	2"Cal	6' H min	6
cm2	Crape Myrtle, Muskogee	Lagerstroemia indica 'Muskogee'	-	2"Cal	6' H min	8
dw2	Desert Willow	Chilopsis linearis	-	2"Cal	6' H min	6
rb3	Forest Pansy Redbud	Cercis canadensis 'Forest Pansy' TM	-	2"Cal	6' H min	18
yh2	Yaupon Holly	Ilex vomitoria	-	2"Cal	6' H min	11

SHRUBS	COMMON NAME	BOTANICAL NAME	CONT	SIZE	SPACING	QTY
bg	Bush Germander	Teucrium fruticans 'Compacta'	5 gal			5
pp	Blue Plumbago	Plumbago auriculata	5 gal			5
by	Blaked Yucca, "Blue Velvet"	Yucca rostrata 'Blue Velvet'	5 gal			3
p	Dwarf Palmetto	Sabal minor	5 gal			3
r	Dwarf Burford Holly	Ilex cornuta 'Burfordii Nana'	5 gal			36
s	Knock Out Rose	Rosa accuilaris 'Knock Out'	5 gal			12
lp	Loropetalum, Pixie	Loropetalum chinense rubrum 'Pixie'	1 gal			45
m	Maiden Grass	Miscanthus sinensis 'Oracilimus'	5 gal			16
s	Pink Salvia Greggii	Salvia greggii 'Pink'	5 gal			15
ab	Dalol	Dasylirion texanum	5 gal			3

SHRUB AREAS	COMMON NAME	BOTANICAL NAME	CONT	SIZE	SPACING	QTY
ag	Society Garlic	Tulbaghia violacea	1 gal		12" o.c.	74

GROUND COVERS	COMMON NAME	BOTANICAL NAME	CONT	SPACING	QTY
lm	Liriturf	Liriope muscari	4"	12" o.c.	1108

REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION
1a	Lawn, Sod
1b	Lawn, Hydromulch
2	Steel Edge
3	Mulch
4	River Cobble

SITE PLAN
SHEET 2 OF 8

Know what's below. Call before you dig.

BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY, INTEGRITY, RELIABILITY.
William S. Blair
(512) 522-5319
WSBlair@Att.com
www.BlairLA.com
1007 Cody Trail
Buda, TX 78610
Austin, TX 78701

Wilbur D. Blair
September 22, 2020

Saginaw Senior Campus
Phase 1
Military Blvd.
Saginaw, Texas

Landscape Plan

L1
OF 2

LANDSCAPE PLANTING SPECIFICATIONS

1) Guarantee - All labor, materials and plants will be guaranteed for a period of twelve (12) months after the final acceptance of work by Owner. All plants that have died or are unhealthy shall be replaced no later than 30 days from the anniversary date of the final acceptance. This guarantee does not apply to plant material that dies due to abnormal freezes, hail, abnormal high winds, or other acts of God, vandalism or lack of normal maintenance and watering. This guarantee does not apply to annual plantings.
2) Contractor is to verify all site dimensions and layout prior to the commencement of landscape construction. Any discrepancies between the drawings and the actual site conditions shall be brought to the attention of the owner's representative immediately.
3) Contractor is responsible for verification of the location of all underground utilities, repair to said utilities as a result of the work of the contractor shall be the responsibility of the contractor. Refer to the drawing for any additional information.
4) Contractor is responsible for maintaining positive drainage in all shrub and turf planting areas.
5) Tree pits are to be the same depth as the root ball and 24" wider. Prior to planting the tree pit should be filled with water to check for good drainage. If water does not drain the Contractor should check with the Landscape Architect to relocate the tree.
6) Trees should be positioned in the center of the tree pits, back filled with soil that was excavated from the pit until the surface is level with the surrounding area and the crown of the plant is at the finished grade. Build a water basin around the tree (36" dia.). Water until planting pit is soaked and soil has settled. Add soil necessary to bring soil level flush with surrounding ground. Fill the basin with three (3) inches of compost.
7) All plant material shall conform to the standards of the latest edition of "American Standard for Nursery Stock" by The American Association of Nurserymen and "Grades and Standards" by The Texas Association of Nurserymen. A plant shall be dimensioned as it stands in its natural position. All plants shall be at least the minimum size indicated. Larger stock is acceptable at no additional cost, and providing that the larger plants will not be cut back to size indicated.
8) It is the landscape contractor's responsibility to provide plants free of disease or pests.
9) Space specified quantity of plant materials to evenly fill designated areas, adjusting spacing indicated on the drawings as required. Landscape architect or owner to have final approval of locations of all trees, shrubs and groundcover beds.
10) Contractor is responsible for removing all clods, rocks, concrete, trash and any other debris from beds prior to adding soil ix or plant material.
11) All planting beds should have three (3) inches of compost tilled into them to a depth of six (6) inches. A three (3) inch layer of shredded hardwood bark mulch should be applied to all beds after planting is completed. Four (4) inch pots and ground cover may be planted through the mulch.
12) Contractor is responsible for removal of trash and repair of hazardous conditions (tools, open holes, et.) on a daily basis by the end of the work day.
13) Water all plantings in bed areas thoroughly on a daily basis until final acceptance.
14) To prepare turf areas treat them with a selective herbicide two weeks prior to sodding or seeding. Then rake area to remove stones, sticks and other debris. Add two (2) inches of topsoil to the turf area. Rake area to a finish grade (1" below walks and curbs).
15) If sodding is to take place the sod should be gathered and planted within a 48 hour period. Lay the sod to form a solid mass with tight fitting joints. Butt ends and sides of sod and offset joints in adjacent courses. Roll sod to ensure good contact with soil. If planting on a slope be sure to lay courses parallel to the contours and secure sod with pins if necessary. Site preparation and maintenance will be the same for hydromulching.
16) Water sod daily so as to not allow turf blades to wilt. If necessary water twice per day.
17) Apply slow release fertilizer 15-15-15 or equal at a rate of 2 lbs. per 100 s.f. to all turf or planted areas.

REFERENCE NOTE SPECIFICATIONS

LAWN AREAS - SOD / HYDROMULCH / SEED MIX

1A. Lawn, Bermuda "TSI 419" Sod, provide 2" of topsoil tilled into existing. Top of lawn 1" below top of adjacent concrete/hardscape. Flatten sod with lawn roller. Provide spray irrigation. Subsurface irrigation within Right of Way (R.O.W.). Pre emergent weed treatment recommended.

1B. Lawn, Bermuda "Blackjack" Hydromulch. Include Perennial Ryegrass if planted in cool season. Provide 2" of additional top soil. Tackifier additive for hydromulch. Spray irrigation. Temporary irrigation only within septic fields or Right of Way (R.O.W.). Temporary irrigation until established if outside of property line. Pre emergent weed treatment recommended.

STEEL EDGE

2. Steel edge, 3/16" x 4" landscape edging as manufactured by Ryerson, or equal, dark green and furnished with steel stakes. Install edging in smooth curves free of kinks. Final height of edging to be 1" above height of soil mat of sod.

MULCHES / GRAVELS / RIVER ROCK / BOULDERS

3. Mulch, Native Hardwood, 3" deep. Drip irrigation, ensure that drip line is placed above rootballs.
4. River Cobble, Arizona. 70% 1-3" size mixed with 30% 3-8" size, 3" deep, wood barrier cloth beneath, if used in areas near plants provide irrigation bubblers to plants and use the following bed prep: 6" of "Growers Mix" soil (40% compost, 40% loam, 10% sand) tilled into existing soil in all areas of the bed. Drip irrigation, Ensure that drip line is placed above rootballs.

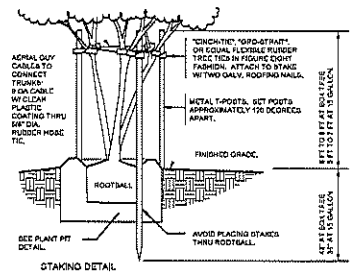
19) Contractor shall keep all construction areas and public streets free from accumulation of waste material. Upon completion of construction and prior to final approval contractor shall thoroughly clean the site of all trash, spilled soil, and litter, etc. that has resulted from landscape construction operations. Repair all damage to finish grade including tailings from excavations, wheel ruts, etc. caused from construction. All debris, trash and excess materials and equipment shall be removed from the site prior to final acceptance.
20) Remove all tags, ribbons and wires from all newly installed plant material.

LANDSCAPE MAINTENANCE REQUIREMENTS

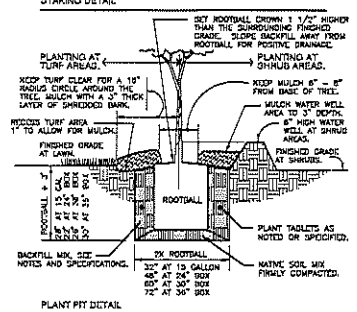
The owner shall be responsible for:
1) Regular maintenance of all required landscape areas and plant materials in a vigorous and healthy condition, free from diseases, pests, weeds, and litter. This maintenance shall include weeding, watering, fertilization, pruning, mowing, edging, mulching or other needed maintenance, in accordance with generally accepted horticultural practice.
2) The repair or replacement of required landscape structures (walls, fences, etc.) to a structurally sound condition.
3) The regular maintenance, repair, or replacement, where necessary, of any required screening or buffering.
4) All open space areas that are to be preserved as natural plant communities shall be trimmed, at least once a year, of all exotic vegetation, lawn grasses, trash, or other debris. Natural area should be mulched, pruned and otherwise maintained so that plants are vigorous.

IRRIGATION SPECIFICATIONS

1) Irrigation contractor will provide pipes for sleeves and specify locations for placement of sleeves by general contractor prior to pouring concrete or laying asphalt.
2) Irrigation contractor will install all backflow prevention devices and all piping between the point of connection and the backflow preventer as per local governing authorities.
3) Find location of backflow preventer, and automatic controller location shall be approved by the owner's authorized representative.
4) 120 VAC electrical power source at controller location shall be provided by others. The irrigation contractor shall make the final connection from the electrical source to the controller.
5) All sprinkler heads shall be set perpendicular to finish grade unless otherwise specified.
6) The irrigation contractor shall flush and adjust all sprinkler heads and valves for optimum coverage with minimal overspray onto walks, streets, walls, etc.
7) Head location is the responsibility of the irrigation contractor, with the understanding that all landscape areas will receive adequate water to provide for vigorous growth of vegetation.
8) Irrigation contractor will replace or repair all items damaged by his work.
9) All work shall be installed in accordance with applicable codes and ordinances for the City of Saginaw, Texas and the National Electrical Code and all governing authorities.
10) The irrigation contractor is responsible for reporting any deficiency in water pressure that would affect the operation of the irrigation system.
11) The irrigation contractor shall be a Registered Licensed Irrigator in the State of Texas. Contractor must conform to all codes as stated in section 34 of the Texas Water Code and TNRCC.
12) All remote control valves, gate valves, quick couplers and control wire and computer cable pull pints shall be installed in approved valve boxes.
13) Irrigation Contractor shall procure all permits, licenses, and pay all charges and fees and give all necessary notices for the completion of work.
14) Contractor shall not disturb roots of existing trees. There shall be no machine trenching below the dripline of existing trees.
15) Extreme care shall be exercised in excavating and working near utilities. Contractor shall verify the location and condition of all utilities and be responsible for damage to any utilities.
16) Contractor shall clearly mark all exposed excavations, materials, and equipment. Cover or barricade trenches when the contractor is not on the site. Take all necessary precautions to protect and prevent injury to any persons on the site.
17) All automatic irrigation systems shall be equipped with a controller of dual or multiple programming. Controllers shall have multiple cycle start capacity and a flexible calendar program, including the capacity of being set to water every five days. All automatic irrigation systems shall be equipped with a rain sensor shutoff device.
18) Irrigation in Texas is regulated by the Texas Commission on Environmental Quality, www.tceq.texas.gov, (512) 239-1000

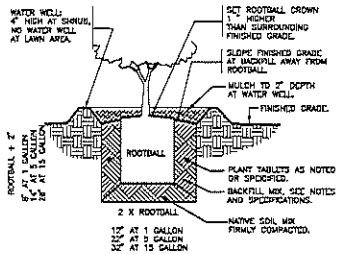


STAKING DETAIL



PLANT PIT DETAIL

1 TREE PLANTING MULTI-STAKE
1" = 1'-0"

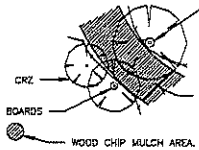


2 SHRUB PLANTING
1" = 1'-0"

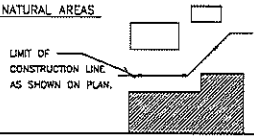
TREE PROTECTION FENCE LOCATIONS

NO SCALE

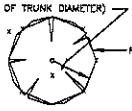
LINEAR CONSTRUCTION THROUGH TREES



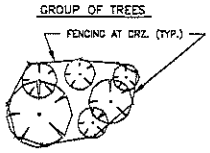
NATURAL AREAS



INDIVIDUAL TREE

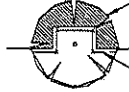


GROUP OF TREES

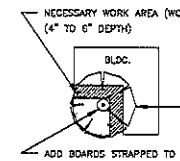


NOTE:
LIMITS OF MULCH AREAS AND DISTANCE FROM TRUNKS TO WORK/ PERMEABLE PAVING AREAS SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.

TREES IN PAVING AREA

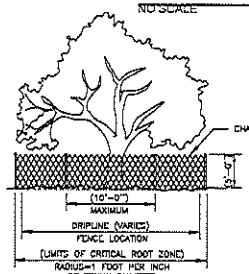


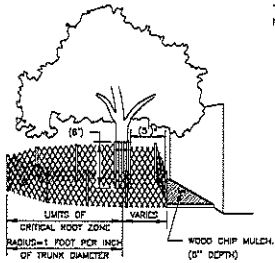
TREES NEAR CONSTRUCTION ACTIVITY



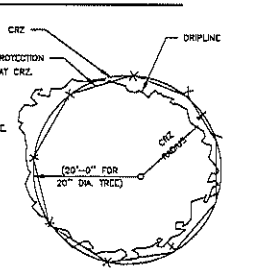
TREE PROTECTION FENCE - CHAIN LINK

NO SCALE

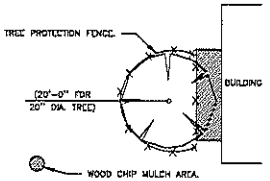




*AS NEEDED TO PROVIDE NECESSARY WORK SPACE. IF LESS THAN 5', THEN ADD BOARDS STRAPPED TO TRUNK.



NOTE:
LIMITS OF WOOD CHIP MULCH AREA AND DISTANCE FROM TRUNK TO WORK AREA SHALL BE SUBJECT TO THE APPROVAL OF THE FORESTRY MANAGER.



SITE PLAN
SHEET 3 OF 8

No.	Description	Date

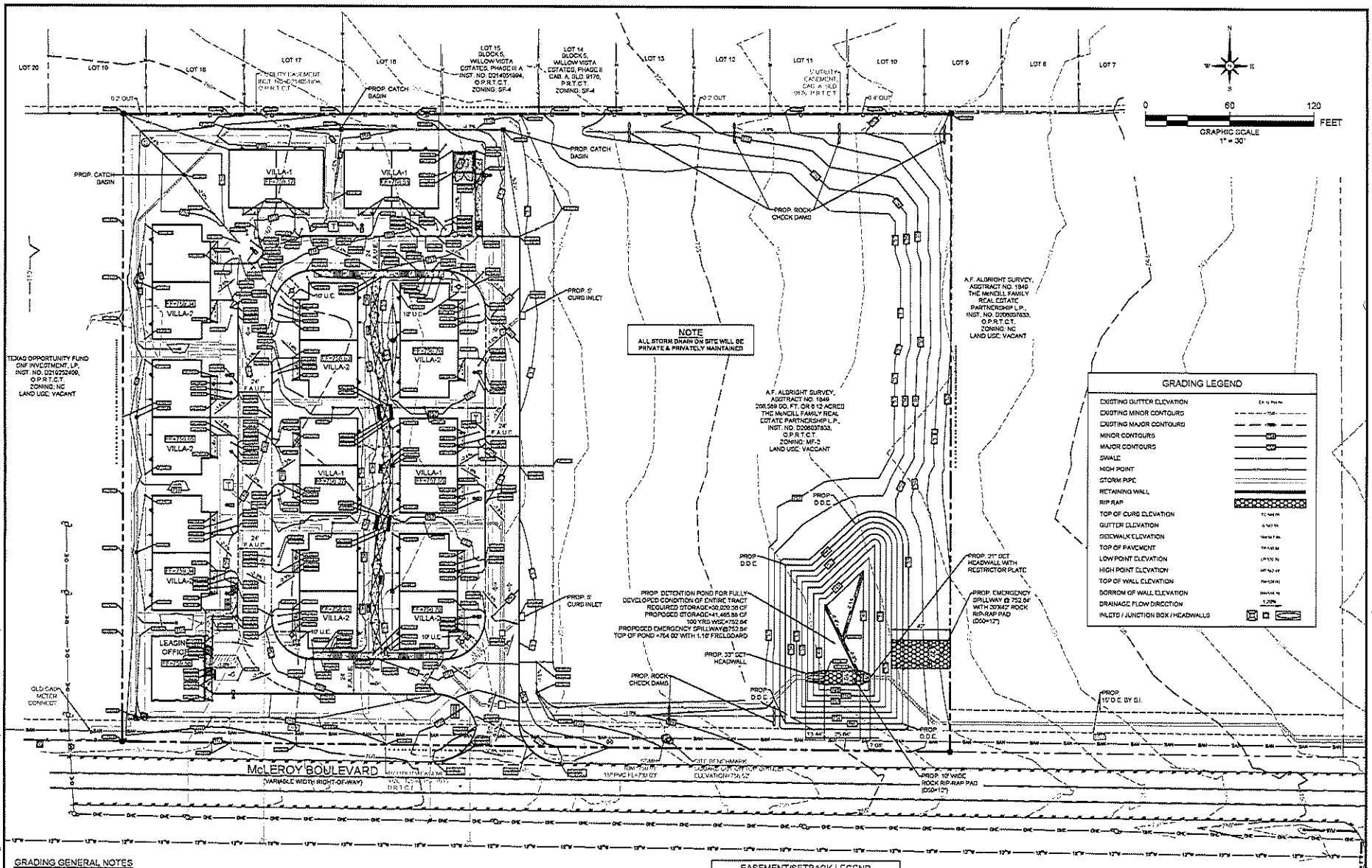
BLAIR LANDSCAPE ARCHITECTURE, LLC
QUALITY, INTEGRITY, RELIABILITY.
William B. Blair
108 Congress Ave.
Boerne, TX 78006
(512) 522-2519
www.BlairLA.com

William B. Blair
September 22, 2020

Saginaw Senior Campus
Phase 1
McLeroy Blvd.
Saginaw, Texas

Landscape Details & Specifications

L2
OF 2



GRADING LEGEND

EXISTING GUTTER ELEVATION	EX 12 PVC FL
EXISTING MINOR CONTOURS	
EXISTING MAJOR CONTOURS	
MINOR CONTOURS	
MAJOR CONTOURS	
SWALE	
HIGH POINT	
STORM PIPE	
RETAINING WALL	
RIP RAP	
TOP OF CURB ELEVATION	TC 744.64
GUTTER ELEVATION	G 743.74
SIDEWALK ELEVATION	SW 744.74
TOP OF PAVEMENT	TP 743.84
LOW POINT ELEVATION	LP 743.74
HIGH POINT ELEVATION	HP 743.47
TOP OF WALL ELEVATION	TW 744.74
BORROW OF WALL ELEVATION	BW 744.74
DRAINAGE FLOW DIRECTION	1.20%
INLETS / JUNCTION BOX / HEADWALLS	

GRADING GENERAL NOTES

1. ALL SURPLUS EXCAVATION AND WASTE MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND IT SHALL BE HIS SOLE RESPONSIBILITY TO REMOVE SUCH SURPLUS EXCAVATION AND WASTE MATERIAL FROM THE SITE TO A PUBLIC DUMP SITE APPROVED FOR THE DISPOSAL OF SUCH MATERIALS. IF SURPLUS EXCAVATION IS REMOVED FROM THIS SITE TO ANOTHER PROPERTY, IT SHALL BE PLACED ON SUCH PROPERTY WITH THE WRITTEN CONSENT OF THE OWNER(S) OF SUCH PROPERTY. A COPY OF SUCH WRITTEN CONSENT SHALL BE PROVIDED TO THE OWNER. IF THE CONTRACTOR WISHES TO DISPOSE OF SURPLUS EXCAVATION ON-SITE, IT SHALL BE ONLY WITH THE PRIOR APPROVAL OF THE OWNERS PROJECT REPRESENTATIVE AND CARE SHOULD BE TAKEN TO AVOID BLOCKING NATURAL DRAINAGE AND INCREASING STEEP SLOPES. IF ANY OF THE HAULED EXCAVATION MATERIAL IS TAKEN TO ANOTHER LOCATION WITHIN THE CITY LIMITS, THE OWNER OF THE PROPERTY IS REQUIRED TO OBTAIN A LOT GRADING PERMIT BEFORE MATERIAL IS DELIVERED.
2. THE CONTRACTOR IS REQUIRED TO PROVIDE HIS OWN STAKING AND TO VERIFY PROJECT ELEVATIONS. "MATCH EXISTING" SHALL BE UNDERSTOOD TO APPLY TO BOTH VERTICAL ELEVATION AND HORIZONTAL ALIGNMENT.
3. THE CONTRACTOR SHALL PREPARE ALL LANDSCAPE AREAS INCLUDING STREET RIGHT-OF-WAY AREAS TO AN ACCEPTABLE SUBGRADE CONDITION IN ACCORDANCE WITH THE LANDSCAPE PLANS. IF THE CONTRACTOR IS NOT EMPLOYED TO PROVIDE AND INSTALL LANDSCAPING, HE SHALL PREPARE A FINISHED AND COMPACTED SUB-GRADE IN THE LANDSCAPING AREAS.
4. NO SLOPES TO EXCEED 4H:1V WITHOUT SLOPE STABILIZATION.

EASEMENT/SETBACK LEGEND

BUILDING SET BACK	B.S.
LANDSCAPE SETBACK	L.S.
FIRE LANE, ACCESS & UTILITY EASEMENT	F.A.U.E.
WATER EASEMENT	W.E.
ELECTRICAL EASEMENT	E.E.
UTILITY EASEMENT	U.E.
DRAINAGE EASEMENT	D.E.
DRAINAGE & DETENTION EASEMENT	D.D.E.
SANITARY SEWER EASEMENT	S.S.E.
ACCESS EASEMENT	A.E.
SIDEWALK EASEMENT	S.E.

SITE BENCHMARKS

1. SQUARE CUT ON TOP OF PAVEMENT AROUND SANITARY SEWER MANHOLE.

ELEVATION=756.52'

FLOOD PLAIN NOTE

ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) NUMBER 48439C0160K, DATED 09/25/2009, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS, THE SUBJECT PROPERTY LIES IN ZONE "X".

SITE PLAN
SHEET 4 OF 8

COPYRIGHT 2020 © TRIANGLE ENGINEERING LLC

TX REG# F-11525
TRIANGLE ENGINEERING LLC
5 HOUSTON CENTER | 1401 MCKINNEY ST | SUITE 1900 | HOUSTON, TEXAS 77010
Planning | Civil Engineering | Construction Management

Know what's below. Call before you dig.

NO	DATE	DESCRIPTION	BY
1	09/24/2020	1ST CITY SUBMITTAL	XP
2	10/23/2020	2ND CITY SUBMITTAL	XP
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

KANDATA N. HALL 97534 LICENSED PROFESSIONAL ENGINEER
10/23/2020

GRADING PLAN

INDEPENDENT LIVING FACILITY-PHASE I
WEST MCLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY, TEXAS 76179

DATE	PROJECT
DATE	021-20
DESIGN	DRAWN
XP	DG

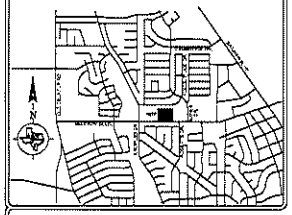
SHEET #
C-5.0

PLEASE RECYCLE

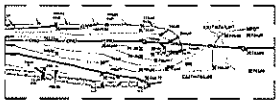
Z:\2020\021-20 SAGINAW_TEXAS\04 ENGR\04 CIVIL\01 DWG\01 SAGINAW_TEXAS GRADING PLAN.dwg 10/23/2020 1:03:05 PM, DVD to PDF.pc3

ALTA/NSPS LAND TITLE SURVEY

VICINITY MAP - NOT TO SCALE



DETAIL - NOT TO SCALE



NOTE: All 1/2 IRS are 1/2-inch iron rods with yellow plastic caps stamped "RPLS 5315", MRD = Monument of Record Dignity

LEGEND

LEGAL DESCRIPTION

Being all that certain lot, tract, or parcel of land located in the A.A. ALBRIGHT SURVEY, Abstract No. 1849, City of Saginaw, Tarrant County, Texas, and being part of the same tract of land described in deed to The McNeill Family Real Estate Partners, LP., recorded in Instrument No. D209037633, Official Public Records, Tarrant County, Texas, and being more particularly described as follows:

Beginning at a 1/2" iron rod found in the North line of McLeroy Boulevard, a variable width right-of-way, at the Southwest corner of a tract of land described in deed to Texas Opportunity Fund SNF Investment, LP, recorded in Instrument No. D215052409, Official Public Records, Tarrant County, Texas;

Thence North 89°53'01" West, a distance of 441.56' to a 1/2" iron rod found in the South line of Block 5 of Willow Vista Estates, Phase II A, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Instrument No. D214051894, Official Public Records, Tarrant County, Texas, and being at the Northwest corner of said Texas Opportunity fund SNF Investment, LP tract;

Thence North 89°12'41" East, along the South line of said Block 5, a distance of 500.00' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5315" set for corner in the South line of Block 5 of Willow Vista Estates, Phase II, an addition to the City of Saginaw, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 9178, Plat Records, Tarrant County, Texas;

Thence South 00°53'01" East, a distance of 454.56' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5315" set for corner in the said North line of McLeroy Boulevard;

Thence South 89°30'04" West, along said North line, a distance of 500.71' to the PLACE OF BEGINNING and containing 266,589 square feet or 6.120 acres of land.

SURVEYOR'S CERTIFICATION

To: Acord Partners, LLC, a Texas limited liability company, Stewart Title Guaranty Company, Triangle Engineering, LLC, Security National Bank, and The McNeill Family Real Estate Partnership L.P., all in connection with G.F. No. C21-20-1001

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 8, 9, 11, and 13 of Table A thereof. The fieldwork was completed on 02-20-2020.

Date of Plat or Map: 02-21-2020

PRELIMINARY SURVEY
NOT FOR RECORDING PURPOSES

JAMES L. WARE, RPLS No. 5315

This survey was performed exclusively for the parties in connection with the G.F. number shown hereon and is licensed for a single use. This survey remains the property of the Surveyor. Unauthorized reuse is not permitted without the expressed written permission of the Surveyor. This survey is an original work protected by United States Copyright law and International treaties. All rights reserved. Do not make illegal copies.

Please note that the use of the word "CERTIFY" or "CERTIFICATE" used hereon constitutes an expression of professional opinion regarding those facts or findings which are the subject of the certification, and does not constitute a warranty or guarantee, either expressed or implied.

TABLE "A" NOTES

1) Shown on survey
2) Shown on survey
3) Shown on survey
4) Shown on survey
5) Vertical relief source derived from National Geodetic Survey Data, Benchmark Designation Z 944, elevation = 704.87'
7(a) Shown on survey
8) Shown on survey
9) No parking spaces located on subject property.
11) All visible utilities shown, underground water and sewer are approximate location. The following utility companies have performed a Distress on the subject property:
AT&T Distribution - CLEAR, Energy Transfer - CLEAR, Atmos Energy - MARKED.
13) Shown on survey

FLOOD

This is to certify that no portion of the subject property shown hereon lies within the 100 Year Flood Hazard Area as shown on The Flood Insurance Rate Map, Community Panel No. 48439C 0195K, dated 09-25-2009. The property is located in Zone "X".

SCHEDULE "B" NOTES

Items corresponding to the Commitment for Title Insurance issued January 17, 2020, by Stewart Title Guaranty Company bearing an effective date of January 2, 2020, G. F. No. C21-20-1001.

10f) Agreement, Vol. 1117, Pg. 439, R.P.R.T.C.T. (Subject to - Not plottable)
10g) Utility Easement, Vol. 12910, Pg. 1915, R.P.R.T.C.T. (Subject to - On survey)

The surveyor has not abstracted the record title and/or easements of the subject property. The Surveyor prepared this survey with the benefit of a title commitment described above and assumes no liability for any easements, rights-of-way dedications or other title matters affecting the subject property which may have been filed in the real property records but are not disclosed in said title commitment.

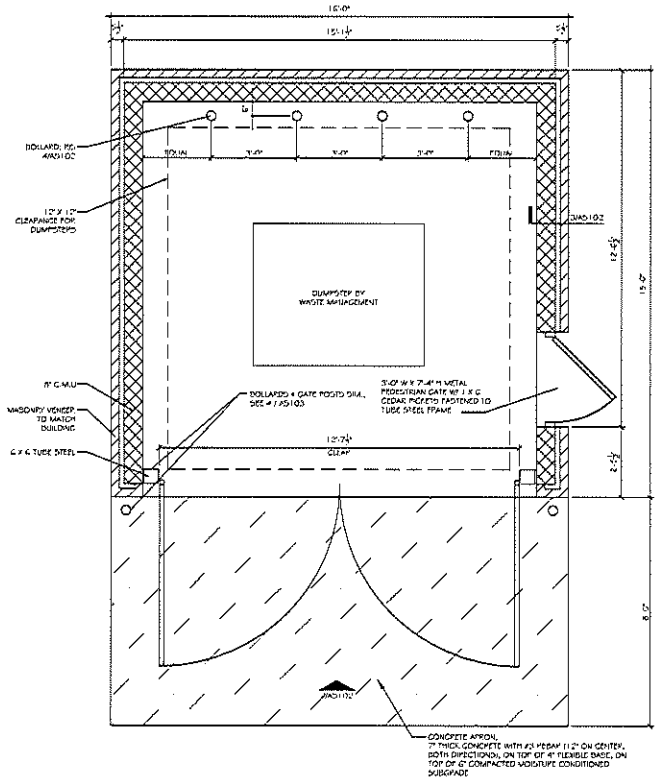
SITE PLAN
SHEET 5 OF 8

800 McLEROY BOULEVARD

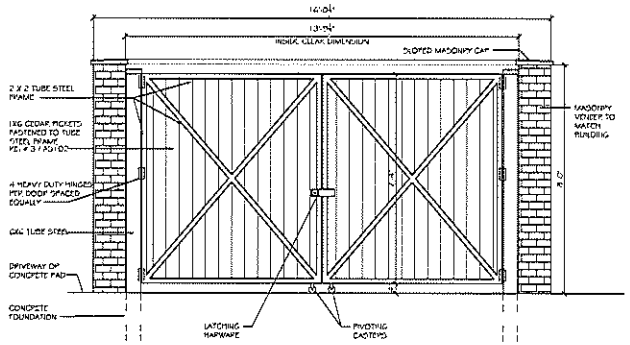
SAGINAW, TEXAS

A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 10074400
P.O. BOX 870870, MESQUITE, TX, 75187
PHONE: (972) 681-4475 FAX: (972) 681-4484
WWW.AWSURVEY.COM

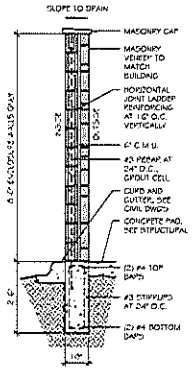
"A professional company operating in good faith always"



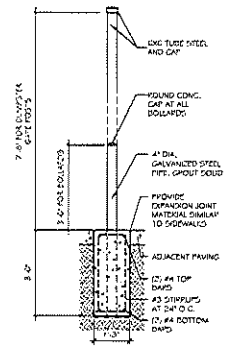
1 DUMPSTER ENCLOSURE
SCALE: 1/2" = 1'-0"



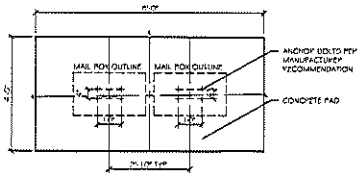
2 DUMPSTER GATE
SCALE: 1/2" = 1'-0"



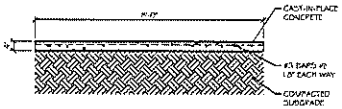
3 WALL SECTION
SCALE: 1/2" = 1'-0"



4 BOLLARD AND POST DETAIL
SCALE: 1/2" = 1'-0"



5 MAIL BOX UNIT
SCALE: 1/2" = 1'-0"



6 MAIL BOX CLUSTER UNIT PAD DETAIL
SCALE: 1/2" = 1'-0"

ISSUED ON:
SEPTEMBER 9, 2020

THIS DOCUMENT IS NOT FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION.

ISSUED FOR:

DFD ARCHITECTS INC
309 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW INDEPENDENT LIVING PHASE -I

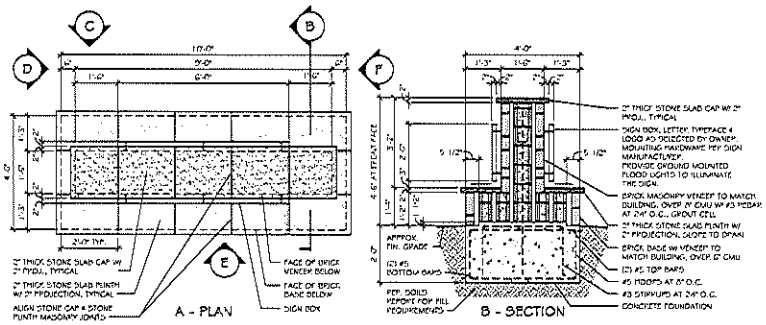
PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

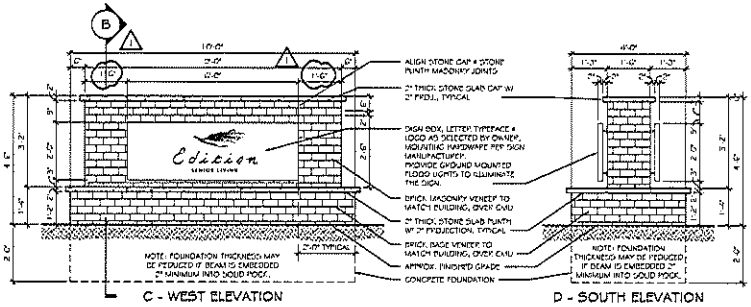
OWNER:
BRIGHT LIVING SAGINAW, LLC.
5080 SPECTRUM DR.
SUITE 1230W
ADDISON, TX 75001

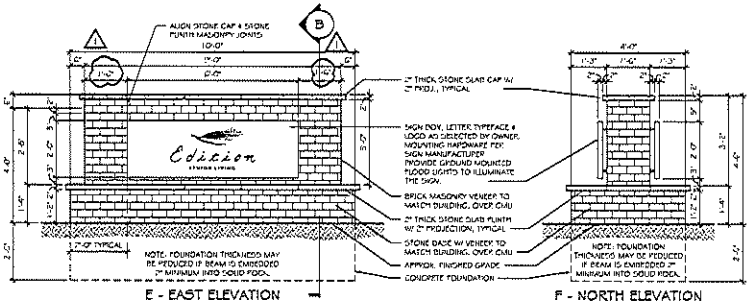
SITE PLAN DETAILS

AS102

SITE PLAN
SHEET 6 OF 8







1 MONUMENT SIGN
SCALE: 1/2" = 1'-0"

SITE PLAN
SHEET 7 OF 8

FIRST ISSUED ON:
SEPTEMBER 29, 2020

OCTOBER 30, 2020

REVISIONS:
1 ADDENDUM 1
CITY COMMENTS
OCTOBER 30, 2020

DFD ARCHITECTS INC
305 WEST WILLIS STREET
SUITE 101
LEANDER, TEXAS 78641
PHONE: 512.259.4175
WWW.DFDARCH.COM

SAGINAW
INDEPENDENT
LIVING
PHASE -I

PROJECT LOCATION:
W McLEROY BLVD
CITY OF SAGINAW
TARRANT COUNTY
TX 76179

OWNER:
BRIGHT LIVING
SAGINAW, LLC.
5000 SPECTRUM DR.
SUITE 1230W
ADDISON, TX 75001

1 MONUMENT SIGN
PLAN DETAILS,
SECTION,
ELEVATION

AS103

DFD ARCHITECTS INC

Addendum

Project:	Saginaw Independent Living City of Saginaw, Texas	**Addendum No. 3**
To Owner:	Bright Living Saginaw, LLC 25080 Spectrum Drive, Suite 123W Addison, Tx 75001	**Date:** 12/01/2020

The Permit Set dated September 29th, 2020 is hereby revised with the following changes (These include the plan review comments issued as Addendum No. 3 dated December 01, 2020:

1. Enclosed please find landscape plans L1 and L2 for your reference.

2. Per Article 8. – Supplemental District Regulations EC. 8-1. – Site plan requirements Section E. Site Plan content – Item 9. - the landscape plan includes the type, location and quantity of all plant materials used for landscaping and the type, location and height of fences or screening and the plantings around them.

Please note that the attached drawings comply with all the items listed in item 2. Additionally, refer to sheet C-3.0 for the revised sidewalk layout.

I trust that the enclosed information is beneficial and satisfactory. We are hopeful that the detailed revisions and description indicated herein will allow for the issuance of a building permit. If you have any questions or comments, please feel free to contact me.

Sincerely,

William A. Davies, AIA
President, DFD Architects, Inc.

SITE PLAN
SHEET 8 OF 8

November 30, 2020	CITY OF SAGINAW PUBLIC WORKS REPORT TO CITY MANAGER		
Name of Development	**Developer**	**# of Lots**	**Status**
Willow Vista Phase 3A	Mearl McBee	47	45 permits issued for new homes.
Willow Vista Phase 3C	Mearl McBee	74	17 permits issued for new homes
Willow Creek Sanitary Sewer Extension to serve future development.	Mearl McBee		Complete August 2020
Beltmill	Don Allen VLMC, Inc	MF, Residential, Commercial	Conceptual Development Plan and Development Agreement approved 11/17/2020
Capital Projects:			
Name of Project	**Status**	**Estimated Date of Completion**	**Comments:**
Safe Pathway Sidewalks	Advertised for construction	Spring 2021	Opal Street to Southern Ave to Bluebonnet Street
East Bailey Boswell Rd reconstruction Phase III Overpass	Construction under way	Spring 2022	Construction began 8/10/2020. 17% complete.
W. J. Boaz and Old Decatur Road Intersection Construction	60% plans approved.	2021	Proposed advertisement January 2021
N Old Decatur design	IPO awarded	March 2021	60% design complete
Knowles Drive Phase 1	IPO awarded	March 2021	Design 90% complete
Knowles Drive Phase 2	Pending	Pending	Design 60% complete
Knowles Drive Phase 3	Pending	Pending	Design 60% complete
Street Maintenance Fund Projects:			
Name of Project	**Status**	**Estimated Date of Completion**	**Comments:**
Anderson Street Reconstruction	Construction underway	January 2021	Complete with exception of Saginaw Blvd to Belmont.
East McLeroy Reconstruction	Construction underway	January 2021	Under construction. 40% complete.
Building and Inspections:			
Building Permits	**Location**	**Status**	**Comments**
DFW Cornerstone	989 Kennedy Lane	Permit issued	C/O issued

Saginaw Health Care and Rehab	848 W. McLeroy Blvd	Permit pending	53,249 SF, $6,796,000 care facility. Permit pending adding contractors and payment
All Storage	1416 N Old Decatur Rd	Permit pending	Pending payment
7-Eleven Convenience Store	Old Decatur Rd and Longhorn	Civil plans under review	Under review
Industrial Outdoor Ventures	1341 Jarvis Rd	Permit issued	Awaiting as-builts.
New single family residence	504 Park Center Blvd	Permit issued	Under construction
Franklin Office Complex	Belmont Street	Permit Issued	Under construction
Planet Fitness	SWC Saginaw Blvd & Palomino	Permit Issued	Under construction
Golden Chick	North Old Decatur Road	Permit pending	Pending payment
BOA			
Applicant	**Location**	**Status**	**Comments**
Planning & Zoning	**Location**	**Status**	**Comments**
Beltmill Planned Development	NE corner Saginaw Blvd and E Bailey Boswell Rd	P&Z 11/10/2020 CC 11/17/2020	Conceptual Plan Approved 11/17/2020
The Square Final Plat and Civil Construction Plans	North and West of Wal-Mart	Pending	TxDOT reviewing LOSA agreement between City and TxDot. Developer hiring Insp/testing company.
City of Saginaw	NWC Amber & W McLeroy	Pending	Rezone property from Neighborhood Commercial (NC) to Community Facility (CF). Waiver required for driveway width.
Rancho North Block 16, Lots 4R1, 5, 6, 7	SW corner Saginaw Blvd and Palomino Drive (Planet Fitness Location)	Approved	Plat filed
Edgar Kerr Subdivision, Lots 2R1 & 2R2, Block 12	213-217 E. McLeroy Blvd	Approved and filed at county 11/4/2020	Administrative plat to divide lot 2R into 2 lots
Clay Cristy UCD Development	SWC 156 and E Bailey Boswell Rd	Preliminary Plat and Site Plan for MF2	approved
Code Enforcement	**Location**		**Comments**
TXDOT Issues	**Location**	**Status**	**Comments**
Asphalt Overlay	Saginaw Blvd, city limit to city limit	Projected Completion April 2021	Underway.

City Council Considerations			
Project Dream Play	North end of Willow Creek Park	Complete	Repairs complete. Open 11/5/2020. Awaiting processing of final payment.
2020 Year 46 CBDG	200-500 Block Blue Bonnet sidewalks	pending	Plans approved. Preparing for advertisement by Tarrant County 11/11/2020

Council Item	Council Date	P&Z Date	Park Board Date
Water Resiliency and Response IPO	1/5/2021	NA	
NW Booster Pump IPO	1/5/2021	NA	

CITY OF SAGINAW
COMMERCIAL BUILDING REPORT

OCTOBER 2020

C/O ISSUED THIS MONTH					
DATE	NAME	ADDRESS	PERMIT #	IWORQ	CERTIFICATE
10/13/20	SECUREPRO LLC	124 SOUTHERN AVE W 100	CO-1-20/21	10/13/20	10/19/20
10/13/20	TX TOY SALES	1200 BLUE MOUND RD S 200	CO-2-20/21	10/13/20	10/19/20
10/27/20	BOAZ COMPLETE FAMILY CARE	200 W J BOAZ RD 200	CO-3-20/21	10/27/20	

DATE	NAME	ADDRESS	PERMIT #	COMMENTS

COM/IND OPEN BUILDING PERMITS					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
4/28/17	MILLER MILLING	221 FAIRMOUNT ST S	20546	NEW BUILDING	NEW FLOUR MILL
7/9/18	U F P	444 SANSOM BLVD	23101	ACCESSORY	DETACHED ACCESSORY TO STORE RAW MATERIALS
7/27/18	U F P	444 SANSOM BLVD	23228	ADDITION	ADDITION TO EXISTING BUILDING FOR STORAGE
1/24/19	HIGHLAND MIDDLE SCHOOL	1001 BAILEY BOSWELL RD E	23714	REMODEL	REMODEL
7/10/19	D & K STOCKER INVESTMENTS LLC	989 KENNEDY LN	26470	PAVING	SITE IMPROVEMENTS
7/10/19	VIBRANT CHURCH	228 BELMONT ST	26471	REMODEL	REMODEL STAGE AREA
9/11/19	T MOBILE	203 BAILEY BOSWELL RD E	26872	REMODEL	UPGRADE ANTENNA
10/23/19	SPRINT	300 OLD DECATUR RD N A	27135	REMODEL	UPGRADE ANTENNA & EXPAND WALL
1/16/20	W B D S CORNERSTONE	989 KENNEDY LN	27436	FENCE	FENCE OVER 6 FEET TALL
1/17/20	CORNERSTONE DFW	989 KENNEDY LN BUILDING 1	27162	NEW BUILDING	NEW OFFICE & WAREHOUSE BUILDING
2/13/20	CARVANA	1353 JARVIS RD	28829	ACCESSORY	ACCESSORY OFFICE BUILDING
4/23/20	HIGHLAND MIDDLE SCHOOL	1001 BAILEY BOSWELL RD E	29805	JOB TRAILER	JOB TRAILER FOR NEW FOOTBALL FIELD
6/5/20	PARK MY TRUCK 24/7	1353 JARVIS RD	30359	FENCE	FENCE
7/21/20	T MOBILE	620 PARK CENTER BLVD	30694	REMODEL	ANTENNA UPGRADE
7/30/20	WAL MART	1401 SAGINAW BLVD N	30614	REMODEL	3 UNIT - PAD MOUNTED GENERATOR
8/21/20	U F P SAGINAW	444 SANSOM BLVD	30847	ACCESSORY	T-SHED ROOF
8/26/20	BUD STARNES & ASSOCIATES	104 BELMONT ST S	30864	REMODEL	BUILDING REMODEL
9/11/20	TBD	209 BELMONT ST S BLDG 1	30692	NEW BUILDING	NEW COMMERCIAL BUILDING
9/14/20	R S F INSULATION LLC	814 BLUE MOUND RD S	30738	REMODEL	INTERIOR REMODEL
9/15/20	VAQUERO PALOMINO PARTNERS	700 SAGINAW BLVD N	30017	PAVING	REPLACE PARKING LOT FOR SHOPPING CENTER
9/16/20	WEBBER HWY CONSTRUCTION	1512 WAGLEY ROBERTSON RD	31129	JOB TRAILER	JOB TRAILER: BAILEY BOSWELL BRIDGE PROJECT
9/17/20	I O V 1353 JARVIS LLC	1353 JARVIS RD	31107	PAVING	DRIVE APPROACH
9/21/20	PLANET FITNESS	608 SAGINAW BLVD	30654	NEW BUILDING	NEW BUILDING
9/29/20	PLANET FITNESS	608 SAGINAW BLVD	30568	REMODEL	INTERIOR FINISH OUT

COM/IND BUILDING PERMITS ISSUED THIS MONTH					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
10/1/20	STEELE FOLSOM MARTIN INC	940 BLUE MOUND RD S	31220	REMODEL	REMODEL COMMERCIAL SPACE
10/1/20	STEELE FOLSOM MARTIN INC	952 BLUE MOUND RD S	31221	REMODEL	REMODEL COMMERCIAL SPACE
10/13/20	PLANET FITNESS	608 SAGINAW BLVD	31311	NEW BUILDING	JOB TRAILER
10/21/20	T MOBILE	689 GRAND CENTRAL PKWY	31127	REMODEL	ANTENNA UPGRADE
10/28/20	AGGREGATE CAPITAL & DEVELOPMENT	800 BLUE MOUND RD S	31257	REMODEL	ADDITION OF RESTROOM & STORAGE AREA

CITY OF SAGINAW
COMMERCIAL BUILDING REPORT

OCTOBER 2020

COM/IND BUILDING PERMITS TO BE PICKED UP					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
9/25/19	VALVOLINE INSTANT OIL CHANGE	1137 SAGINAW BLVD N	27102	REMODEL	ROOF
3/11/20	M L HEALTHCARE	848 MCLEROY BLVD W	29305	NEW BUILDING	NEW SKILLED NURSING FACILITY
6/25/20	FUEL CITY SAGINAW	1080 BLUE MOUND RD	30564	PAVING	EXPANSION OF PARKING LON
7/21/20	BALLARD FAMILY INVESTMENTS	715 BAILEY BOSWELL RD W	30735	ACCESSORY	ACCESSORY DETACHED GAZEBO
8/5/20	GOLDEN CHICK	1420 OLD DECATUR RD N	30851	NEW BUILDING	NEW RESTAURANT
9/9/20	BLUE MOUND DONUTS	1100 BLUE MOUND RD N 110	31084	REMODEL	INTERIOR REMODEL
9/22/20	WELLS FARGO ATM	504 SAGINAW BLVD S	31166	REMODEL	EXTERIOR LIGHTING UPGRADE
BUILDING PERMITS IN PLAN REVIEW					
DATE	NAME	ADDRESS	PERMIT #	TYPE	COMMENTS
8/20/19	2 J T DEVELOPMENT	900 INDUSTRIAL AVE E	26537	NEW BUILDING	NEW SHELL BUILDING
8/13/20	ALL STARS TIRE CO	308 SAGINAW BLVD S	30864	ADDITION	BUILDING ADDITION
9/15/20	7 ELEVEN	OLD DECATUR RD & LONGHORN	31128	NEW BUILDING	NEW COMMERCIAL BUILDING
9/28/20	ALL STORAGE SAGINAW LLC	1416 OLD DECATUR RD N	31219	NEW BUILDING	3 STORY SELF STORAGE BUILDING
9/29/20	BRIGHT LIVING SAGINAW	MCLEROY BLVD W	31265	NEW BUILDING	22 WOOD FRAMED COTTAGE UNITS
10/13/20	U C D SAGINAW LP	BAILEY BOSWELL & BLUE MOUND	31328	NEW COMPLEX	NEW 270 UNIT APARTMENT COMPLEX
10/20/20	WILLIAMS	345 SAGINAW BLVD	31377	REMODEL	BUILDING REMODEL
10/21/20	D F W PLASTICS	901 INDUSTRIAL AVE E	31381	REMODEL	ADDITION OF 3 RESTROOMS
10/22/20	NDFIII NORTH TOWN CENTER	1029 SAGINAW BLVD D1	31392	REMODEL	WHITE BOX FINISH OUT
10/27/20	U F P SAGINAW	444 SANSOM BLVD	31446	PAVING	FOUNDATION FOR KILN & APRON
CLOSED PROJECTS					

PLANNING AND ZONING COMMISSION
2019-2020 CASE REPORT

CASE #	APPLICANT	LOCATION	REQUEST	PZ DATE	P&Z DECISION	CC DATE	CC DECISION
PZ 0720 01	Brandon Middleton, KHA	Van Zandt Place Replat, North of EECU and the ER	Approval of Replat	07/14/20	Recommended Approval with Approval of Development Agreement	08/18/20	Pending
PZ 0720 02	Rick Trice		Addition of new Use "Private Card Club"	07/14/20	P&Z discussed and asked staff to prepare an amendment to the Zoning Ordinance		
PZ 0820 01	Kevin Patel, P.E. Triangle Engineers	SW Corner of S. Saginaw Boulevard and Palomino Drive	Variance Request to Section 7.09, C.3.i of the Subdivision Ordinance	08/11/20	Recommended Approval	08/18/20	Approved
PZ 0820 02	Rick Trice		Amending Zoning Regulations for Bingo Halls and Private Card Clubs	08/11/20	Recommended Approval	08/18/20	Approved
PZ 0920 01	Clay Cristy	SW Corner of E Bailey Boswell and Blue Mound Rd	Preliminary Plat - UCD Saginaw Addition, Lots 1-8, Block A, 21.292 Acres	09/08/20	Recommended Approval	09/15/20	Approved
PZ 09250 02	Clay Cristy	SW Corner of E Bailey Boswell and Blue Mound Rd	Site plan for Multifamily Zoning	09/08/20	Recommended Approval	09/15/20	Approved
PZ 1020 01	Dan Fritz	836 S Saginaw Blvd, Northwest corner of Saginaw Blvd and Longhorn Rd.	Request for a Specific Use Permit to operate an Auto Service Station	10/13/20	Recommended Approval	10/20/20	Approved with condition that brick remain natural and not painted.

PLANNING AND ZONING COMMISSION
2019-2020 CASE REPORT

CASE #	APPLICANT	LOCATION	REQUEST	PZ DATE	P&Z DECISION	CC DATE	CC DECISION
PZ 1120 01	Community Link Mission, Inc.	320 S Belmont St.	Request to Rezone Lot 6, Block 6, Town of Saginaw Addition from a Single Family (SF4) to Neighborhood Commercial (NC)	11/10/20	Recommended Approval	11/17/20	Approved
PZ 1120 02	Deep Sapkota, P.E.	Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey	Preliminary plat approval for Lot 1, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey	11/11/20	Recommended Approval	11/18/20	Approved
PZ 1120 03	CFI Farm Properties, LLC.	116 Acres of Land located North of East Bailey Boswell Road, East of Business 287 and West of Wagley Robertson Road	Request to Approve Conceptual Development Plan Associated with an Application for a Planned Development Zoning with Community Commercial and Single Family and Multifamily Uses for land described as 116 acres of land out of Abstract 1497, Tracts 3A, 3D, and 3G3, Benjamin Survey	11/12/20	Recommended Approval	11/19/20	Approved
PZ 1120 04	Rick Trice, P.E. Director of Public Works	N/A	Approval of Subdivision Ordinance Amendment for Article 9 Construction Standards Details	11/13/20	Recommended Approval	11/20/20	Approved

MINUTES OF A REGULAR MEETING
OF THE CITY OF SAGINAW
PLANNING AND ZONING COMMISSION
HELD AT THE CITY OF SAGINAW CITY HALL
333 WEST MCLEROY BOULEVARD
DECEMBER 8, 2020

Present at the Meeting:

Chairman	Place No. 3	Matthew Lewis
Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 2	William Barngrover
Member	Place No. 4	Malinda Julien
Member `	Place No. 5	Jason LaBruyere
Director Public Works		Rick Trice
City Attorney		Bradley Anderle
City Attorney		Lindsey Hale
City Engineer		Andrew Simonsen
Recording Secretary		Mary Ragle

Absent from the Meeting:

Alternate Member	Alt No. 1	John Peet
Alternate Member	Alt. No. 2	Randy Villarreal

Visitors at the Meeting:

None

(1) Call to Order

Chairman Lewis called the meeting to order at 6:00 p.m.

(2) Roll Call to Establish Quorum

Chairman Lewis called roll. The quorum will consist of Chairman Lewis, Vice Chairman Haney, Members Barngrover, Julien, LaBruyere.

(3) Audience participation

This item was by-passed.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on November 10, 2020 were presented for approval. A motion was made by Member LaBruyere with a second by Member Barngrover to approve the minutes for November 10, 2020 as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(5) PZ 1220-01 PUBLIC HEARING
Consideration And Action Regarding Approval Of A Final Plat For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets and reminded the members that the preliminary plat for this property was considered at last month's meeting.

A motion was made by Member Barngrover with a second by Member Julien to recommend that the City Council approve the final plat as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(6) PZ 1220-02
Consideration And Action Regarding Approval Of A Site Plan For Lot 1, Block A, Senior Living At Saginaw Addition, Abstract 1849, A. F. Albright Survey

DPW Trice reviewed the information in the members' packets. He said the Multifamily Zoning requires an approved site plan. He advised the members' that this site plan meets all requirements listed in Section 8.1 of the city's zoning ordinance.

A motion was made by Member LaBruyere with a second by Vice Chairman Haney to recommend that the City Council approve the site plan as presented for Lot 1, Block A, Senior Living at Saginaw Addition. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

(7) Staff Report

A. Discussion of Residential, Commercial, Industrial, and City Capital Projects

B. Previous Cases

DPW Trice reviewed several of the current projects under construction in the City.

(8) EXECUTIVE SESSION

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission 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

No executive session was held

(9) Adjournment

Motion was made by Vice Chairman Haney with a second by Member Barngrover to adjourn the meeting. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, Julien, LaBruyere

Against: None

Absent Alternate Member Peet, Alternate Member Villarreal

Chairman Lewis declared the meeting of December 8, 2020 closed at 6:10 p.m.

APPROVED:

_____
Matthew Lewis, Chairman

ATTEST:

_____
Mary Ragle, Recording Secretary

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (9)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rick.trice@att.net

Phone: (817) 992-1499

SUBJECT:
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. 2021-1 and 2021-2)

BACKGROUND/DISCUSSION:
On June 16, 2020, City Council authorized Kimley-Horn and Associates, Inc. to conduct a Water Impact Fee Study (Study). The last update to Water Impact Fees occurred in 2016. Impact fees allow cities to shift system wide facility costs to new development. Impact fees must be evaluated every five years at a minimum.

As part of the impact fee adoption process, a public hearing is required to be held on the impact fees. The Study sets the City's maximum assessable water impact fee for a standard residential ¾" connection at $531 down from the current fee of $913.

The City also collects City of Fort Worth's impact fees as a pass through. Currently the City of Fort Worth's maximum assessable water impact fee for a standard residential ¾" connection is $6,593.

Currently the City is not collecting any additional Water or Sanitary Sewer Impact fees as an administrative function. Sufficient funds exist in the Water Enterprise Fund balance to complete the estimated remaining Water and Sanitary Sewer Capital Improvements. Therefore it is recommended that the Master Fee Table be amended to reflect no City of Saginaw fee collection for both Water and Sanitary Sewer Impact Fees.

The Capital Improvement Advisory Committee (CIAC) met on November 10, 2020 and received a briefing on the proposed Water Impact Fee Study and the City's recommendation to stop receiving impact fees. The CIAC unanimously concurred with the recommendation and forwarded it to the City Council for consideration (attachment).

FINANCIAL IMPACT:

The financial impact will be no further collection of water impact fees.

RECOMMENDATION:
Staff recommends:

1. approval of Ordinance No. 2021-1 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

2. approval of Ordinance 2021-2 amending the Master Fee Table be amended to reflect no City of Saginaw fee collection for both Water and Sanitary Sewer Impact Fees.

ATTACHMENTS:

Description

Ordinance 2021-1
Ordinance 2021-2
Proposed Master Fee Table
Water Impact Fees Final Report
CIAC Minutes November 10, 2020
CIAC Recommendation to Council

ORDINANCE NO. 2021-1

AN ORDINANCE, AMENDING THE CODE OF ORDINANCES OF THE CITY OF SAGINAW, TEXAS, CHAPTER 43: WATER AND SANITARY SEWER IMPACT FEES BY REVISING WATER AND SANITARY SEWER IMPACT FEES ON NEW LAND DEVELOPMENT OR REDEVELOPMENT IN THE CITY LIMITS OF THE CITY OF SAGINAW, TEXAS; UPDATING LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENT PLANS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw currently provides public water facilities that serve land within its City limits; and

WHEREAS, the City is committed to providing public water facilities and minimum levels of service by utilizing funds allocated in the capital budget and capital improvements programming processes and relying upon the funding sources indicated therein; and

WHEREAS, the City Council of the City of Saginaw, Texas previously has approved Land Use Assumptions and Capital Improvements Plans and adopted water and sanitary sewer impact fees by Ordinance No. 2001-05, adopted February 6, 2001, subsequently amended by Ordinance No. 2006-02, adopted February 7, 2006; subsequently amended by Ordinance No. 2011-21, adopted September 20, 2011; and subsequently amended by Ordinance No. 2016-13, adopted November 1, 2016; and

WHEREAS, the City Council has appointed a Capital Improvements Advisory Committee to advise the City Council concerning amendments to land use assumptions, impact fee capital improvements plans and impact fees for water and sanitary sewer facilities; and

WHEREAS, the City Council finds that in all things the City has complied with Chapter 395 of the Texas Local Government Code in the notice, adoption, promulgation and methodology necessary to adopt impact fees; and

WHEREAS, the City has retained consultants to prepare and/or update land use assumptions, capital improvements plans, and impact fees for water facilities; and

WHEREAS, the Capital Improvements Advisory Committee has made its recommendations to the City Council to update and replace Exhibit A, "Meter Equivalency Table," Exhibit B, "Land Use Assumptions, Water Capital Improvement Plan, Sanitary Sewer Capital Improvement Plan" and Exhibit C, "Maximum Assessed Water and Sanitary Sewer Impact Fees for Saginaw and Combined Water and Sanitary Sewer Impact Fees for Saginaw and Fort Worth," for collecting impact fees originally adopted by Ordinance No. 2001-05, adopted February 6, 2001, subsequently amended by Ordinance No. 2006-02, adopted February 7, 2006, subsequently amended by Ordinance No. 2011-21, adopted September 20, 2011; and subsequently amended by Ordinance No. 2016-13, adopted November 1,2016 and

WHEREAS, the adoption of impact fees and the periodic updates and amendments to the adopted ordinance are intended to ensure the availability of adequate water facilities in order to

serve new development consistent with the policies in the City's Comprehensive Plan and development regulations; and

WHEREAS, to the extent that such new development places demands upon the public infrastructure, finding that those demands should be satisfied by partially shifting responsibility for financing the provision of such facilities from the public at large to the development actually creating the demands for them; and

WHEREAS, the City Council, after careful consideration of the matter, hereby finds and declares that impact fees imposed upon residential, commercial and industrial development to finance specified major public facilities in designated service areas, the demand for which is created by such development, are in the best interest of the general welfare of the City and its residents, are equitable, and do not impose an unfair burden on such development; and

WHEREAS, this ordinance is intended to and satisfies the statutory requirements for adoption of land use assumptions, capital improvements plans and impact fees.

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

SECTION 1.

That Exhibit A, "Meter Equivalency Table," Exhibit B, "Land Use Assumptions, Water Capital Improvement Plan, Sanitary Sewer Capital Improvement Plan" and Exhibit C, "Maximum Assessed Water and Sanitary Sewer Impact Fees for Saginaw and Combined Water and Sanitary Sewer Impact Fees for Saginaw and Fort Worth," attached hereto, are hereby adopted and shall replace Exhibits A, B and C attached to Ordinance No. 2016-13, adopted November 1, 2016, codified in Chapter 43 of the Saginaw City Code.

SECTION 2.

CUMULATIVE CLAUSE

This Ordinance shall be cumulative of all provisions of ordinances of the City of Saginaw, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Ordinance No. 2001-05, as amended by Ordinance No. 2006-02, Ordinance No. 2011-21 and Ordinance No. 2016-13, shall remain applicable to the assessment and collection of impact fees on properties that are not subject to the assessment and collection of impact fees under this Ordinance.

SECTION 3.

SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 5.

EFFECTIVE DATE This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON this the 5th day of January, 2021.

_____
Todd Flippo, Mayor

ATTEST: _____
Janice England, City Secretary

EFFECTIVE: _____

APPROVED AS TO FORM AND LEGALITY:

_____
Bryn Meredith, City Attorney

EXHIBIT A

Meter Equivalency Table 6

Meter Size/Type	Service Unit Equivalent	Maximum Assessable Impact Fee ($)
3/4" displacement	1.0	$531
1" displacement	1.7	$903
1-1/2" displacement	3.3	$1,753
2" displacement	5.3	$2,815
2" compound	5.3	$2,815
2" turbine	5.3	$2,815
3" compound	11.7	$6,213
3" turbine	11.7	$6,213
4" compound	20.0	$10,620
4" turbine	21.0	$11,151
6" compound	45.0	$23,895
6" turbine	43.3	$22,993
8" compound	53.3	$28,303
8" turbine	93.3	$49,543
10" turbine	140.0	$74,340
Data Sources: American Water Works Association (AWWA) C-700-15, C-701-15 and C-702-15.		

EXHIBIT B

Land Use Assumptions Water Capital Improvement Plan

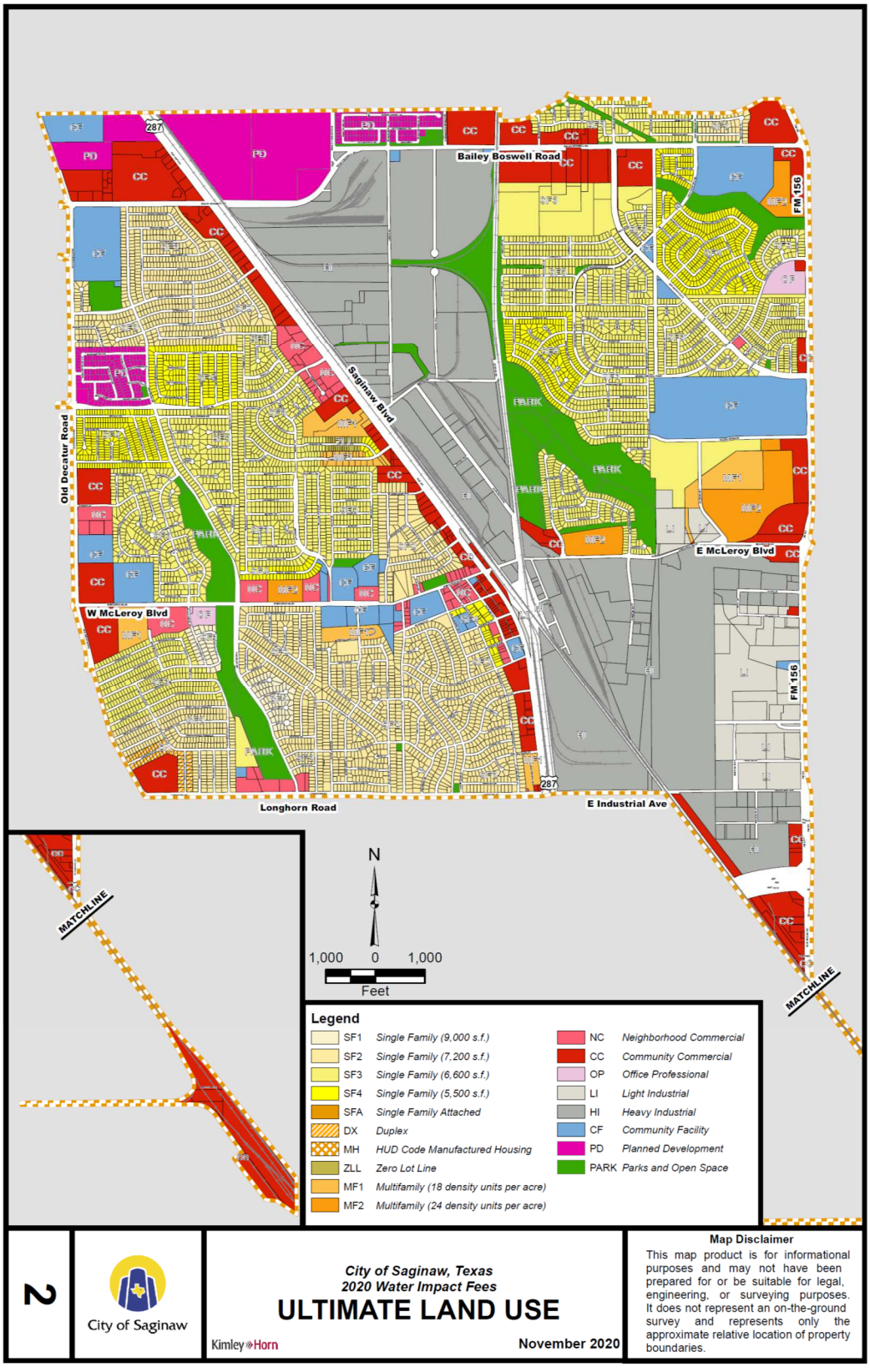


EXHIBIT B

Land Use Assumptions Water Capital Improvement Plan

Project Number	Description	2020 Required Capacity (Percent Utilization)	2030 Required Capacity (Percent Utilization)	2020-2030 Required Capacity (Percent Utilization)	2030 Projected Recoverable Cost	Total Project Cost
		Existing				
1	SAGINAW BLVD 12" WATER LINE PH. 1	64%	82%	18%	$95,148	$529,614
2	JARVIS RD. 1.5 MG ELEVATED STORAGE TANK	77%	88%	12%	$282,290	$2,421,600
3	JARVIS RD. 16" WATER LINE (AND 12" WATER LINE ON BAILEY BOSWELL)	64%	82%	18%	$111,807	$622,339
4	SAGINAW BLVD. AND HAMPSHIRE ST. WATER LINE IMPROVEMENTS	64%	82%	18%	$121,135	$674,262
5	2020 WATER IMPACT FEE UPDATE	0%	100%	100%	$15,500	$15,500
				Existing Subtotal	$625,880	$4,263,315
		Proposed				
1	SAGINAW BLVD 16" WATER LINE PH. 2	0%	82%	82%	$912,986	$1,111,923
2	W. McLEROY 12" WATER LINE PH. 2	0%	82%	82%	$266,854	$325,000
3	NORTHWEST BOOSTER PUMP STATION	0%	100%	100%	$462,500	$462,500
4	FORT WORTH METER STATION UPGRADE	77%	88%	12%	$29,143	$250,000
				Proposed Subtotal	$1,671,483	$2,149,423
				Total	$2,297,363	$6,412,738

EXHIBIT C

Maximum Assessed Water and Sanitary Sewer Impact Fees for Saginaw and Combined Water and Sanitary Sewer Impact Fees for Saginaw and Fort Worth

Size	Maximum Assessable Water Impact Fee ($)		
	Fort Worth	Saginaw	Total*
3/4" displacement	$2,637	$531	**$3,168**
1" displacement	$4,396	$903	**$5,299**
1-1/2" displacement	$8,791	$1,753	**$10,544**
2" displacement	$14,066	$2,815	**$16,881**
2" compound	$14,066	$2,815	**$16,881**
2" turbine	$14,066	$2,815	**$16,881**
3" compound	$38,242	$6,213	**$44,455**
3" turbine	$38,242	$6,213	**$44,455**
4" compound	$65,934	$10,620	**$76,554**
4" turbine	$65,934	$11,151	**$77,085**
6" compound	$140,660	$23,895	**$164,555**
6" turbine	$140,660	$22,993	**$163,653**
8" compound	$246,155	$28,303	**$274,458**
8" turbine	$246,155	$49,543	**$295,698**
10" turbine	$369,233	$74,340	**$443,573**

*Total includes current City of Fort Worth Impact Fees.

ORDINANCE NO. 2021-2

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS AMENDING THE MASTER SCHEDULE OF FEES ESTABLISHED BY ORDINANCE NO. 2010-14, AS AMENDED, AMENDING THE WATER AND WASTEWATER IMPACT FEES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City has heretofore adopted a Master Schedule of Fees for City services and permit applications; and

WHEREAS, the City desires to amend the Master Schedule of Fees to amend the fees for water and wastewater impact fees, pursuant to Ordinance No. 2021-1.

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

SECTION 1.

That the Master Schedule of Fees established pursuant to Ordinance No. 2010-14, as amended, is hereby amended by amending the fees for water and wastewater impact fees, pursuant to Ordinance No. 2021-1. The new fees are set forth in the attached and incorporated Exhibit "A", hereto.

SECTION 2.

The City Secretary is hereby directed to revise the Master Schedule of Fees in accordance with the above-referenced revision. A revised Master Schedule of Fees shall be kept on file with the office of the City Secretary.

SECTION 3.

This Ordinance shall be cumulative of all provisions of the Code of Ordinances of the City and other applicable City ordinances, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the applicability of the conflicting provisions of such ordinances are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid

judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 5.

This Ordinance shall be in full force and effect from and after its passage and it is so ordained.

PASSED AND APPROVED ON this the 5th day of January, 2021.

_____
Todd Flippo, Mayor

ATTEST: _____
Janice England, City Secretary

EFFECTIVE: _____

APPROVED AS TO FORM AND LEGALITY:

_____
Bryn Meredith, City Attorney

CITY OF SAGINAW FEE SCHEDULE

ADMINISTRATIVE			
Copies	$	0.20	per copy
Garage Sale Permit	$	5.00	per sale, includes 3 signs
Garage Sale Replacement Signs	$	1.00	each for re-scheduled sale
Solicitor's Permit	$	100.00	per year, plus $10 for each agent/employee
ALCOHOLIC BEVERAGES			
Wine & Beer Retailers Off-Premise Permit	$	30.00	per year
Mixed Beverage Permit	$	375.00	per year after 3 yr period following initial issuance
Alcohol Sales Setback Variance Application	$	100.00	
PUBLIC RECORDS REQUESTS			
Standard Paper Copy	$	0.10	per page (8-1/2 x 14 or smaller)
Non-standard Paper Copy	$	0.50	per page (larger than 8-1/2 x 14)
Paper printed on both sides is counted as 2 copies			
Diskette 3-1/2 x 5-1/2	$	1.00	each
Tape cartridge (1.2 GB)	$	43.00	each
Audio Cassette	$	1.00	each
Other formats		Actual Cost	
Programming personnel	$	32.50	per hour
Other personnel	$	15.00	per hour
Overhead charge	20% of personnel charge		
Computer Resource Charge-Midsize	$	1.50	per minute
Computer Resource Charge-PCorLAN	$	1.00	per hour
Miscellaneous Supplies		Actual Cost	
Postage & Shipping Charge		Actual Cost	
Other costs		Actual Cost	
Outscourced or Contracted Services		Actual Cost	

CITY OF SAGINAW FEE SCHEDULE

FIRE DEPARTMENT			
Incident Reports	$	10.00	per copy
Fire Watch	$	35.00	per person, per hour, 4 hr. min. per person
Firefighter-Paramedic Stand-by			
Scheduled Events	$	35.00	per person, per hour, 4 hr. min. per person
Firefighter-Paramedic Stand-by		O/T Rate	per person, per hour, 4 hr. min. per person
Fire Apparatus Stand-by	$	100.00	per apparatus, per hour, 4 hr. min.
Fire Dept Certificate of Occupancy Inspection	$	100.00	
Fire Dept Re-Inspection Fee - First Re-Inspect	$	50.00	
Fire Dept Re-Inspection Fee - Second Re-Insp	$	75.00	
Fire Dept Re-Inspection Fee - Third Re-Insp	$	100.00	
The fire code official is authorized to issue operational permits for the following operations:			
Aerosol Products	$	150.00	
Amusements Buildings	$	150.00	
Aviation Facilities	$	150.00	
Carnivals & Fairs	$	150.00	
Cellulose Nitrate Film	$	150.00	
Combustible Dust Producing Operations	$	150.00	
Combustible Fibers	$	150.00	
Compressed Gases	$	500.00	
Covered Mall Buildings	$	150.00	
Cryogenic Fluids	$	500.00	
Cutting & Welding	$	150.00	
Dry Cleaning Plants	$	150.00	
Exhibits & Trade Shows	$	150.00	
Explosives	$	1,000.00	
Fire Hydrants & Valves	$	150.00	
Flammable & Combustible	$	250.00	
Floor Finishing	$	150.00	
Fruit & Crop Ripening	$	150.00	
Fumigation & Thermal Insecticidal Fogging	$	150.00	

CITY OF SAGINAW FEE SCHEDULE

Hazardous Materials	$	250.00	per material type
Hazardous Production Materials Facilities	$	250.00	
High-piled Storage	$	150.00	
Hot Work Operations	$	150.00	
Industrial Ovens	$	150.00	
Lumber Yards & Woodworking Plants	$	500.00	
Liquid or gas fueled vehicles			
or equip in assembly bldgs	$	150.00	
LP Gas	$	150.00	
Magnesium	$	1,000.00	
Misc Combustible Storage	$	250.00	
Open Burning *Not Permitted*			
Open Flames & Torches	$	150.00	
Open Flames & Candles	$	150.00	
Organic Coatings	$	150.00	
Places of Assembly			
Occupant Load <300	$	150.00	
Occupant 301 to 1000	$	200.00	
Occupant >1000	$	250.00	
Pyrotechnic Special Effects Material	$	1,000.00	
Pyroxylin Plastics	$	150.00	
Refrigeration Equipment	$	150.00	
Repair Garages & Motor			
Vehicle Fuel-Dispensing	$	150.00	
Rooftop Heliports	$	150.00	
Spraying or Dipping	$	150.00	
Storage of Scrap Tires & Tire By-Products	$	250.00	
Temporary Membrane			
Structures, Tents / Canopies	$	50.00	
Tire Re-Building Plants	$	1,000.00	
Waste Handling	$	1,000.00	
Wood Products	$	250.00	

CITY OF SAGINAW FEE SCHEDULE

Required Construction Permits			
Automatic Fire Extinguishing Systems	$	150.00	plus applicable review fees *if required*
Fire Suppression			
Underground Systems	$	150.00	plus applicable review fees *if required*
Battery Systems	$	150.00	
Compressed Gases	$	150.00	
Fire Alarm & Detection			
Systems & Related Equip	$	150.00	plus applicable review fees *if required*
Fire Pumps & Related			
Equipment	$	150.00	plus applicable review fees *if required*
Flammable & Combustible Liquids	$	150.00	
Hazardous Materials	$	250.00	
Industrial Ovens	$	150.00	
LP Gas	$	150.00	
Private Fire Hydrants	$	150.00	plus applicable review fees *if required*
Spraying or Dipping	$	150.00	
Standpipe Systems	$	150.00	plus applicable review fees *if required*
Temporary Membrane			
Structures, Tents / Canopies	$	50.00	
In circumstances where the fire code or the adopted amendments restrict or prohibit any provisions of an			
operational permit in conflict with this section, a permit shall not be issued. In circumstances where the fire code or			
adopted amendments dictate a more restrictive provision in conflict with this section regarding quantity, use,			
operation, installation, manufacturing, storage and transport of any material, the more			
restrictive provision will be followed.			
The Fire Code Official reserves the right to waive an operational permit fee for a non-profit or charitable organization			

CITY OF SAGINAW FEE SCHEDULE

LIBRARY			
Replace Lost or Damaged Card	$	2.00	each
Replace Plastic Hanging Bags (for kits)	$	1.00	each
Replace Barcode Sticker	$	1.00	each
Replace Lost or Damaged Material			
(Book, Magazine, Video, Audio, DVD)		Cost of Item	
Fax	$	1.00	per page
Black & White Copy on Copy Machine	$	0.20	per page
Black & White or Color on Printer	$	0.25	per page
Disc Repair and Cleaning Fee	$	2.00	per disc (non-refundable)

CITY OF SAGINAW FEE SCHEDULE

POLICE DEPARTMENT			
Accident Reports	$	6.00	each
Security Alarm Permits	$	15.00	per year
Special Event Permit	$	100.00	for each location where event will be conducted
PUBLIC RECORDS REQUESTS			
Standard Paper Copy	$	0.10	per page (8-1/2 x 14 or smaller)
Non-standard Paper Copy	$	0.50	per page (larger than 8-1/2 x 14)
Paper printed on both sides is counted as 2 copies			
Diskette 3-1/2 x 5-1/2	$	1.00	each
Tape cartridge (1.2 GB)	$	43.00	each
Audio Cassette	$	1.00	each
Other formats		Actual Cost	
Programming personnel	$	32.50	per hour
Other personnel	$	15.00	
Overhead charge	20% of personnel charge		
Computer Resource Charge-Midsize	$	1.50	per minute
Computer Resource Charge-PCorLAN	$	1.00	per hour
Miscellaneous Supplies		Actual Cost	
Postage & Shipping Charge		Actual Cost	
Other costs		Actual Cost	
Outscourced or Contracted Services		Actual Cost	
Body Worn Camera Recording	$	10.00	each
Fee per minute of Body Camera footage	$	1.00	per minute
required to be reviewed if an identical copy			
has not previously been released			

CITY OF SAGINAW FEE SCHEDULE

PUBLIC WORKS		
Miscellaneous Fees		
Copy of Subdivision Ordinance	$ 50.00	
Copy of Zoning Ordinance	$ 50.00	
Copy of Zoning Map	$ 5.00	
BOA Variance Application	$ 100.00	
BOA Special Exception Application	$ 250.00	
Oil & Gas Well Application	$ 5,000.00	+ escrow for landscaping (estimate verified by city)
Junk Dealer/Secondhand Dealer	$ 25.00	Per calendar year
Nondepository Financial Institution	$ 200.00	Per calendar year
Mobile Food Unit Permit	$ 250.00	Per year (Due at end of initial 30 day period)
City Owned Mobile Food Unit Park Utility Use	$ 25.00	Per day
Seasonal Permit	$ 100.00	Per year
Building Permit Fees		
Contractor Registration	$ 100.00	Excludes: Electricians and Plumbers
Residential		
New Residential Building	.85 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Building Addition	.85 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Building Remodel	.50 / SF + Plan Review Fee	Plan Review fee is 25% of the permit fee
Accessory Detached - up to 220 SF	$ 75.00	Excludes: Electrical, Mechanical, & Plumbing
Accessory Detached - over 220 SF - 440 SF	$ 125.00	Excludes: Electrical, Mechanical, & Plumbing
Windows - 1-10	$ 50.00	
Windows - 11 or more	$ 5.00	Per Window
Carport - up to 300 SF	$ 75.00	
Carport - over 300 SF - 600 SF	$ 125.00	
Patio Cover - up to 225 SF	$ 75.00	Excludes: Electrical & Plumbing
Patio Cover - over 225 SF	$ 125.00	Excludes: Electrical & Plumbing
Swimming Pools - Above Ground	$ 50.00	
Swimming Pool - In Ground	$ 500.00	
Roof	$ 75.00	
Foundation Repair	$ 50.00	
Drive Approach	$ 50.00	
Parking, Paving, Flatwork	$ 50.00	
Fence - over 6 feet	$ 50.00	

CITY OF SAGINAW FEE SCHEDULE

Key Lot Fence	$	25.00	
Demolition	$	125.00	
Business Permit	$	25.00	Per calendar year
Electrical, Mechanical, Plumbing Fees			
Lights On Permit	$	50.00	
Electrical Permit	$	50.00	
Mechanical Permit	$	50.00	
Irrigation Permit	$	75.00	
Plumbing Permit	$	50.00	
Other Fees			
Duplicate Permit Packet	$	15.00	
Plan Revision / Re-submittal	$	50.00	Per hour of addition plan review
Working Without a Permit		Permit Fee x 2	For contractors
Re-Inspection Fee - First Time	$	50.00	
Re-Inspection Fee - Second Time	$	75.00	
Re-Inspection Fee -Third or more	$	100.00	
After Hour Inspection Fee	$	75.00	Per hour (2 hour minimum)
Non-Residential			
New Commercial / Industrial	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Building Addition	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Building Remodel	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Accessory Detached	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee
Carport	Valuation Fee Table+Plan Review Fee		Plan review fee is 65% of the permit fee

CITY OF SAGINAW FEE SCHEDULE

Roof	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Foundation - new & repair	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Drive Approach	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Parking, Paving, Flatwork	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Fence & Retaining Wall	Valuation Fee Table+Plan Review Fee	Plan review fee is 65% of the permit fee
Certificate of Occupancy	$ 100.00	See Fire Department Fees
Temporary Certification of Occupancy	$ 50.00	
Business Permit	$ 25.00	Per calendar year
Grand Opening Permit	$ 25.00	
Demolition Permit	$ 100.00	
Sign Fee: 1 to 50 square feet in area	$ 50.00	
Sign Fee: 51 to 100 square feet in area	$ 100.00	
Sign Fee: 101 to 200 square feet in area	$ 150.00	
Sign Fee: 201 to 300 square feet in area	$ 200.00	
Sign Fee: 301 and over square feet area	$ 1.00	Per square foot
Electrical, Mechanical, Plumbing Fees		
Lights On Permit	$ 50.00	
Electrical Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Mechanical Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Irrigation Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
Plumbing Permit	Valuation Fee Table *	*Plan review fee is 65% of the permit fee
	* Plan review fee will be assessed if plan review is required.	
Other Fees		
Plan Revision / Re-submittal	$ 50.00	Per hour of addition plan review
Working Without a Permit	Permit Fee x 2	
Re-Inspection Fee - First Time	$ 50.00	
Re-Inspection Fee - Second Time	$ 75.00	
Re-Inspection Fee -Third or more	$ 100.00	

CITY OF SAGINAW FEE SCHEDULE

After Hour Inspection Fee	$ 75.00	Per hour (2 hour minimum)

	Total valuation**	**Fee**
	$1.00 to $500.00	$50.00
	$501.00 to $2,000.00	$50.00 for the first $500.00 plus $4.05 for each additional $100.00 or fraction thereof.
	$2,001.00 to $25,000.00	$110.75 for the first $2,000.00 plus $15.00 for each additional $1,000.00 or fraction thereof.
	$25,001.00 to $50,000.00	$455.75 for the first $25,000.00 plus $11.10 for each additional $1,000.00 or fraction thereof.
	$50,001.00 to $100,000.00	$733.25 for the first $50,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof.
	$100,001.00 to $500,000.00	$1,133.25 for the first $100,000.00 plus $6.60 for each additional $1,000.00 or fraction thereof.
	$500,001.00 to $1,000,000.00	$3,773.25 for the first $500,000.00 plus $5.75 for each additional $1,000.00 or fraction thereof.
	$1,000,001.00 and up	$6,648.25 for the first $1,000,000.00 plus $4.15 for each additional $1,000.00 or fraction thereof.
	**Building Valuation Data shall be based on the most current Building Safety Magazine, year-end	

CITY OF SAGINAW FEE SCHEDULE

Code Enforcement Fees			
Nuisance Abatement Administrative Fee	$	150.00	minimum or actual cost, whichever is greater
Rental Registration and Inspection Fees			
Rental Registration/Renewal Fee	$	75.00	per dwelling unit
Rental Registration/Renewal Delinquent Fee	$	50.00	per dwelling unit
Rental Re-inspection Fee	$	50.00	per dwelling unit
Rental Reinstatement Inspection Fee	$	100.00	per dwelling unit
Rental Reinstatement Re-inspection Fee	$	150.00	per dwelling unit

CITY OF SAGINAW FEE SCHEDULE

Animal Services Fees			
City Registration and Tags 1yr tag	$	10.00	
City Registration and Tags 3yr tag	$	30.00	
Guard Dog License	$	25.00	
Dangerous Animal License	$	100.00	
Wild Animal Registration	$	100.00	
Wild Animal Registration Renewal	$	25.00	
1st impound fee	$	40.00	
2nd impound fee	$	60.00	
3rd impound fee	$	100.00	
1st impound fee--Fail to Display Tags	$	40.00	
2nd impound fee-Fail to Display Tags	$	60.00	
3rd impound fee-Fail to Display Tags	$	100.00	
Impound fee/ boarding fee	$	10.00	per day
Livestock 1st impound	$	30.00	
Livestock 2nd impound	$	50.00	
Livestock 3rd impound	$	70.00	
Livestock boarding fee per day	$	15.00	
Animal Quarantine-Resident	$	100.00	
Owner Surrender (Pets over 7 months)	$	50.00	*-$10 if neutered/declawed; -$10 if has rabies vacc.*
Owner Surrender (Pets under 7 months)	$	50.00	*-$10 if neutered/declawed; -$10 if has rabies vacc.*
Euthanasia Request	$	25.00	
Adoption	$	40.00	
Live trap replacement fee	$	75.00	
Micro chip	$	20.00	
Backyard Chicken Permit Fee	$	20.00	*One permit issued per property, for up to 6 chickens*

CITY OF SAGINAW FEE SCHEDULE

Development Fees		
Zoning Change	$750 0-10 Acres $1500 10 or more acres	
Preliminary Plat	$500 + $5 per Acre	
Final Plat	$500 + $5 per Acre	
Replat (P&Z and CC)	$500 + $10 per Acre	
Amended / Replat (Adminstratively)	$ 500.00	
P&Z - Specific Use Permit	$ 750.00	
PD Planned Development - Conceptual and Development Plan (each)	$1500 + $10 per Acre	
Other Items Not Specified	$ 50.00	
Public Works Inspection Fee	4% of Cost of Construction	
Floodplain Development Fee	$150.00	
Subdivision Variance Request	$200.00	

CITY OF SAGINAW FEE SCHEDULE

Water Tap Fees		
	Developer/Owner Installed Tap Fees Meter and Set only	City Installed Tap Fees Inside City Limits
3/4" water tap, meter (electronically read)	$ 445.00	Cost + 15%
1" water tap, meter (electronically read)	$ 555.00	Cost + 15%
All water taps larger than 1"	Cost +15%	Cost + 15%
All services listed above provided outside the City Limits shall be twice the normal charge.		
Payment shall be made in full to the City prior to any connection or tap being made.		
Sewer Tap Fees		
	Developer/Owner Installed Tap Fees - Tie On Only	City Installed Tap Fees Inside City Limits
4" sewer tap	$ 225.00	Cost +15%
6" sewer tap	$ 350.00	Cost +15%
4' dia manhole (up to 6' depth)		Cost +15%
Cost per vertical foot of manhole depth over 6'		Cost +15%
All sewer services larger than 6" will be cost plus 15%		Cost +15%
All services listed above provided outside the City Limits shall be at twice the normal charge.		
Payment shall be made in full to the City prior to any connection or tap being made.		
Municipal Drainage Utility System Fees		
Single Family Residential	$ 5.00	per unit per month
Multi-Family Residential	$ 5.00	per unit per month
Commercial/Industrial	$ 3.31	per unit per month

CITY OF SAGINAW FEE SCHEDULE

Impact Fees		
	WATER	**WASTEWATER**
Meter Size/Type		
3/4 Inch Displacement	$0	$0
1 Inch Displacement	$0	$0
1-1/2 Inch Displacement	$0	$0
2 Inch Displacement	$0	$0
2 Inch Compound	$0	$0
2 Inch Turbine	$0	$0
3 Inch Compound	$0	$0
3 Inch Turbine	$0	$0
4 Inch Compound	$0	$0
4 Inch Turbine	$0	$0
6 Inch Compound	$0	$0
6 Inch Turbine	$0	$0
8 Inch Compound	$0	$0
8 Inch Turbine	$0	$0
10 Inch Compound	$0	$0
10 Inch Turbine	$0	$0

CITY OF SAGINAW FEE SCHEDULE

RECREATION & COMMUNITY SERVICES	$0		
Recreation Center			
Saginaw Residents			
Daily Fee	$	5.00	Non-membership, all ages
Adult Membership (ages 16-54)	$	50.00	per year
Youth Membership (ages 15&under)	$	40.00	per year
Senior Adult Membership (ages 55-64)	$	10.00	per year
Super Senior Adult Membership (65+)		FREE	
Family Membership (Family of Four)	$	160.00	per year
Addn Family Member (Adult)	$	40.00	per year
Addn Family Member (Youth)	$	30.00	per year
Non-Residents			
Daily Fee	$	10.00	Non-membership, all ages
Adult Membership (ages 16-54)	$	160.00	per year
Youth Membership (ages 15&under)	$	90.00	per year
Senior Adult Membership (ages 55-64)	$	50.00	per year
Super Senior Adult Membership (65+)	$	30.00	per year
Family Membership (Family of Four)	$	440.00	per year
Addn Family Member (Adult)	$	100.00	per year
Addn Family Member (Youth)	$	65.00	per year
City of Saginaw Employees			
Daily Fee	$	5.00	
Employee Membership		FREE	
Family Members			
Adult (ages 16-54)	$	50.00	
Youth (ages 15&under)	$	40.00	
Senior Adult (ages 55-64)	$	10.00	
Super Senior Adult (ages 65+)		FREE	
Family Membership (Family of Four)	$	100.00	
Addn Family Member (Adult)	$	40.00	
Addn Family Member (Youth)	$	30.00	
Summer Kids Camp - weekly	$	120.00	

CITY OF SAGINAW FEE SCHEDULE

Raquetball Court Usage Fee			
Adult (ages 16-54)	$	3.00	
Youth (ages 15&under)	$	5.00	
Senior Adult (ages 55-64)	$	1.00	
Aquatic Center			
Saginaw Residents			
Adult Daily Fee (ages 16-54)	$	5.00	per day
Youth Daily Fee (ages 3-15)	$	5.00	per day
Infant Daily Fee (ages 2 & under)		FREE	
Senior Adult Daily Fee (ages 55-64)	$	3.00	per day
Super Senior Adult Daily Fee (65+)		FREE	
Adult Membership (ages 16-54)	$	50.00	per year
Youth Membership (ages 3-15)	$	50.00	per year
Infant Membership (ages 2 & under)		FREE	
Senior Adult Membership (ages 55-64)	$	10.00	per year
Super Senior Adult Membership (65+)		FREE	
Family Membership (Family of Four)	$	175.00	per year
Addn Family Member	$	30.00	per year
Non-Residents			
Adult Daily Fee (ages 16-54)	$	10.00	per day
Youth Daily Fee (ages 3-15)	$	10.00	per day
Infant Daily Fee (ages 2 & under)		FREE	
Senior Adult Daily Fee (ages 55-64)	$	8.00	per day
Super Senior Adult Daily Fee (65+)	$	8.00	
Adult Membership (ages 16-54)	$	110.00	per year
Youth Membership (ages 3-15)	$	110.00	per year
Infant Membership (ages 2 & under)		FREE	
Senior Adult Membership (ages 55-64)	$	50.00	per year
Super Senior Adult Membership (65+)	$	30.00	
Family Membership (Family of Four)	$	375.00	
Addn Family Member	$	90.00	

CITY OF SAGINAW FEE SCHEDULE

Combined Recreation Center &			
Aquatic Center			
SAGINAW RESIDENTS ONLY			
Youth Membership (ages 3-15)	$	75.00	per year
Adult Membership (ages 16-54)	$	85.00	per year
Senior Adult Membership (ages 55-64)	$	25.00	per year
Super Senior Adult Membership (65+)		FREE	
Family Membership (Family of Four)	$	285.00	per year
Addn Family Member (Adult)	$	55.00	per year
Addn Family Member (Youth)	$	40.00	per year
OUTDOOR FACILITIES			
Willow Creek Park			
Large Pavilion	$	40.00	for 3 hrs reservation fee for Saginaw Resident
	$	80.00	for 3 hrs reservation fee for Non-Resident
Small Pavilion	$	30.00	for 3 hrs reservation fee for Saginaw Resident
	$	60.00	for 3 hrs reservation fee for Non-Resident
Gazebo	$	30.00	for 3 hrs reservation fee for Saginaw Resident
	$	60.00	for 3 hrs reservation fee for Non-Resident
North Pavilion	$	30.00	for 3 hrs reservation fee for Saginaw Resident
	$	60.00	for 3 hrs reservation fee for Non-Resident
Softball Field	$	15.00	per hour
Softball Field Lights	$	50.00	for light key deposit
	$	30.00	per hour for lights
William Houston Park			
Pavilion	$	40.00	for 3 hrs reservation fee for Saginaw Resident
	$	80.00	for 3 hrs reservation fee for Non-Resident
Highland Station Park			
Pavilion	$	40.00	for 3 hrs reservation fee for Saginaw Resident
	$	80.00	for 3 hrs reservation fee for Non-Resident
Aquatic Center			

CITY OF SAGINAW FEE SCHEDULE

Entire Facility Rental (2 hrs. Sat., 3 hrs. Sun.)	$	150.00	per hr for up to 100 people for Saginaw Resident
	$	225.00	per hr for up to 100 people for Non-Resident
			Includes 6 guards, for each addn 25 people,
			add $30 per hr
Daycare Reservation Fees	$	4.00	per person for Saginaw Daycares
	$	8.00	per person for Non-Saginaw Daycares
Blue Pavilion (during business hours)	$	50.00	per 3 hrs for Saginaw Resident
	$	100.00	per 3 hrs for Non-Resident
	$	100.00	Deposit per rental
Green Pavilion (during business hours)	$	40.00	per 3 hrs for Saginaw Resident
	$	80.00	per 3 hrs for Non-Resident
	$	100.00	Deposit per rental
INDOOR FACILITIES			
Recreation Center	$	100.00	Deposit per rental
	$	15.00	per hour for Rental Attendant after business hrs only
	$	25.00	per hour for Rental Attendant on holidays only
	$	60.00	per hour for 1 Room for Saginaw Resident
	$	70.00	per hour for 1 Room for Non-Resident
	$	80.00	per hour for 2 Rooms for Saginaw Resident
	$	90.00	per hour for 2 Rooms for Non-Resident
	$	95.00	per hour for 3 Rooms for Saginaw Resident
	$	105.00	per hour for 3 Rooms for Non-Resident
	$	105.00	per hour for 4 Rooms for Saginaw Resident
	$	115.00	per hour for 4 Rooms for Non-Resident
	$	100.00	per hour for Full Court Gymnasium for Saginaw Res.
	$	110.00	per hour for Full Court Gynmnasium for Non-Resident
	$	45.00	per hour for Gym Stage for Resident
	$	55.00	per hour for Gym Stage for Non-Resident
Community Center	$	100.00	Refundable Deposit

	$	15.00	per hour for Rental Attendant after bus. hours only
	$	25.00	per hour for Rental Attendant on holidays only
	$	40.00	per hour for Saginaw Resident
	$	85.00	per hour for Non-Resident
Senior Center	$	100.00	Refundable Deposit
	$	15.00	per hour for Rental Attendant after bus. hours only
	$	25.00	per hour for Rental Attendant on holidays only
	$	50.00	per hour for Saginaw Resident
	$	95.00	per hour for Non-Resident

CITY OF SAGINAW FEE SCHEDULE

Water & Sewer Utility Billing			
New Move In Payment in Advance	$	100.00	Held until acct is closed, then applied to final bill
New Move In Service Fee	$	10.00	
Transfer Fee	$	10.00	
Final Account Fee	$	10.00	
Returned Check Fee	$	25.00	
Past Due Account Penalty-Residential	$	5.00	
Past Due Account Penalty-Commercial		10% of Balance	
Past Due Account Cut Off Fee	$	25.00	
Reconnection Fee After 5pm	$	50.00	
Cut Off Lock Fee	$	25.00	
Pulled Meter Fee	$	25.00	
Tampering Fee	$	100.00	Plus Repair Costs, if applicable
Meter Testing Accuracy Fee	$	35.00	If test results show meter is accurate, fee is charged.
			If test results show meter is inaccurate, no fee chgd.
Fire Hydrant Meter Rental		Deposit	
Standard Fire Hydrant Meter	$	800.00	
Fire Hydrant with RPZ	$	1,400.00	
$25 per month for use of meter plus			
charge for water used		Minimum 2,000 gallons billed at double the minimum Commercial Rate	

CITY OF SAGINAW FEE SCHEDULE

TARRANT COUNTY HEALTH DEPARTMENT FOOD PROGRAM FEES			
Food Store			
≤ 5000 sq. ft.	$	200.00	
> 5000 sq. ft.	$	300.00	
Food Service			
≤ 500 sq. ft.	$	100.00	
> 500 ≤ 1500 sq. ft.	$	150.00	
> 1500 ≤ 3000 sq. ft.	$	200.00	
> 3000 ≤ 6000 sq. ft.	$	250.00	
> 6000 sq. ft.	$	300.00	
Child Care Food Service	$	150.00	
Catering Operation	$	250.00	
Food Court	$	200.00	per establishment
Adjunct Operation			
Food Service	$	150.00	per independent operation
Food Store ≤ 5000 sq. ft.	$	150.00	per independent operation
Food Store > 5000 sq. ft.	$	200.00	per independent operation
Commissary			
No food prep	$	100.00	
With food prep	$	200.00	
Mobile Units			
Prepackaged food only	$	100.00	
Open and/or food prep	$	200.00	
Push Carts	$	200.00	
Plan Review			
≤ 500 sq. ft.	$	-	
> 500 ≤ 3000 sq. ft.	$	50.00	

> 3000 sq. ft.	$ 100.00	
Late Fee		
From 1-30 days	10% of fee owed	
From 31-60 days	20% of fee owed	
The late fee increases 10% for each 30 day block until permit fee and late fee is paid.		
Permits that are more than 90 days overdue will be void and required to reapply.		
Reinspection Fee		
Required reinspection	$ 75.00	
TARRANT COUNTY HEALTH DEPARTMENT SWIMMING POOL, SPA & INTERACTIVE WATER FEATURE FEES		
Plan Review and opening inspection	$ 150.00	
Annual Permit	$ 250.00	
Required reinspection	$ 75.00	

CITY OF SAGINAW FEE SCHEDULE

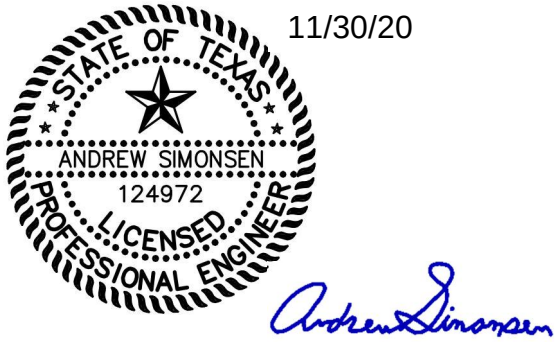
TRASH			
Residential Trash & Recycle Rate	$	12.57	plus tax, per month per residence

CITY OF SAGINAW, TEXAS

2020 WATER IMPACT FEE STUDY

NOVEMBER 2020

SAGINAW
TEXAS



11/30/20

Prepared by:

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1. EXECUTIVE SUMMARY

This document was prepared as an update to the City of Saginaw's current Water Impact Fees last updated in 2016. The implementation of Impact Fees allows the City to shift a portion of the burden of paying for new facilities onto new development. System improvements necessary to serve 10-year (2030) and ultimate system needs (2035) were evaluated. Typically, infrastructure improvements are sized beyond the 10-year requirements; however, the state's impact fee law (Chapter 395) only allows recovery of costs to serve the 10-year planning period. The remainder can be assessed as the planning window extends beyond 2030 and as the impact fees are updated in the future.

Capital improvements for the water distribution system were formulated and outlined under the appropriate section based on the City's 10-year growth projections. These projections show that the City will need to serve 2,165 additional units from now till 2030. As a result of these studies and the efforts of the Saginaw City Council and staff, the project cost of impact fee eligible system improvements is $2,297,363. Expenditures to improve current service deficiencies are not assessable as impact fees; only expenditures for water improvements necessary to provide for future growth are assessable as impact fees. Considering only these expenditures and other recoverable costs, there will be a total of $1,148,682 recoverable through impact fees over the next ten years. The total project cost and project recoverable cost include the eligible costs of previously constructed impact fee eligible projects.

Based on the additional service units and the recoverable capital improvement costs, the City may assess a maximum of $531 per service unit outlined in Table 1. Following the public hearing process, the City Council may implement an amount to be assessed (if any) up to these maximums.

To recover additional CIP expenditures, a city is allowed to reevaluate the system demands and its impact fees whenever necessary; however, the impact fees must be updated at least every five years.

Table 1: Maximum Assessable Impact Fee Summary

Size	Maximum Assessable Water Impact Fee ($)		
	Fort Worth	Saginaw	Total*
3/4" displacement	$2,637	$531	$3,168
1" displacement	$4,396	$903	$5,299
1-1/2" displacement	$8,791	$1,753	$10,544
2" displacement	$14,066	$2,815	$16,881
2" compound	$14,066	$2,815	$16,881
2" turbine	$14,066	$2,815	$16,881
3" compound	$38,242	$6,213	$44,455
3" turbine	$38,242	$6,213	$44,455
4" compound	$65,934	$10,620	$76,554
4" turbine	$65,934	$11,151	$77,085
6" compound	$140,660	$23,895	$164,555
6" turbine	$140,660	$22,993	$163,653
8" compound	$246,155	$28,303	$274,458
8" turbine	$246,155	$49,543	$295,698
10" turbine	$369,233	$74,340	$443,573

*Total includes current City of Fort Worth Impact Fees.

2. PURPOSE

The Texas Local Government Code, Chapter 395 describes the procedure Texas cities must follow in order to create and implement impact fees. Once impact fees are implemented, the Code requires that cities update them at least every five years. The impact fees were last updated and adopted by City Council in 2016. The first step required in creating impact fees is the establishment of land use assumptions. Land use assumptions and population projections form the basis for the preparation of impact fee capital improvements plans for water facilities.

Reasonable future growth projections are necessary to aid the City of Saginaw in establishing the need and timing for capital improvements capable of serving future development. Included in this report are the growth and development projections based upon assumptions pertaining to the type, location, quantity and timing of future development within the community.

The purpose of this document is to develop and present the actual maximum impact fees that could be assessed based on the water system analysis and the capital improvements established to serve future growth.

3. LAND USE ASSUMPTIONS

A. METHODOLOGY

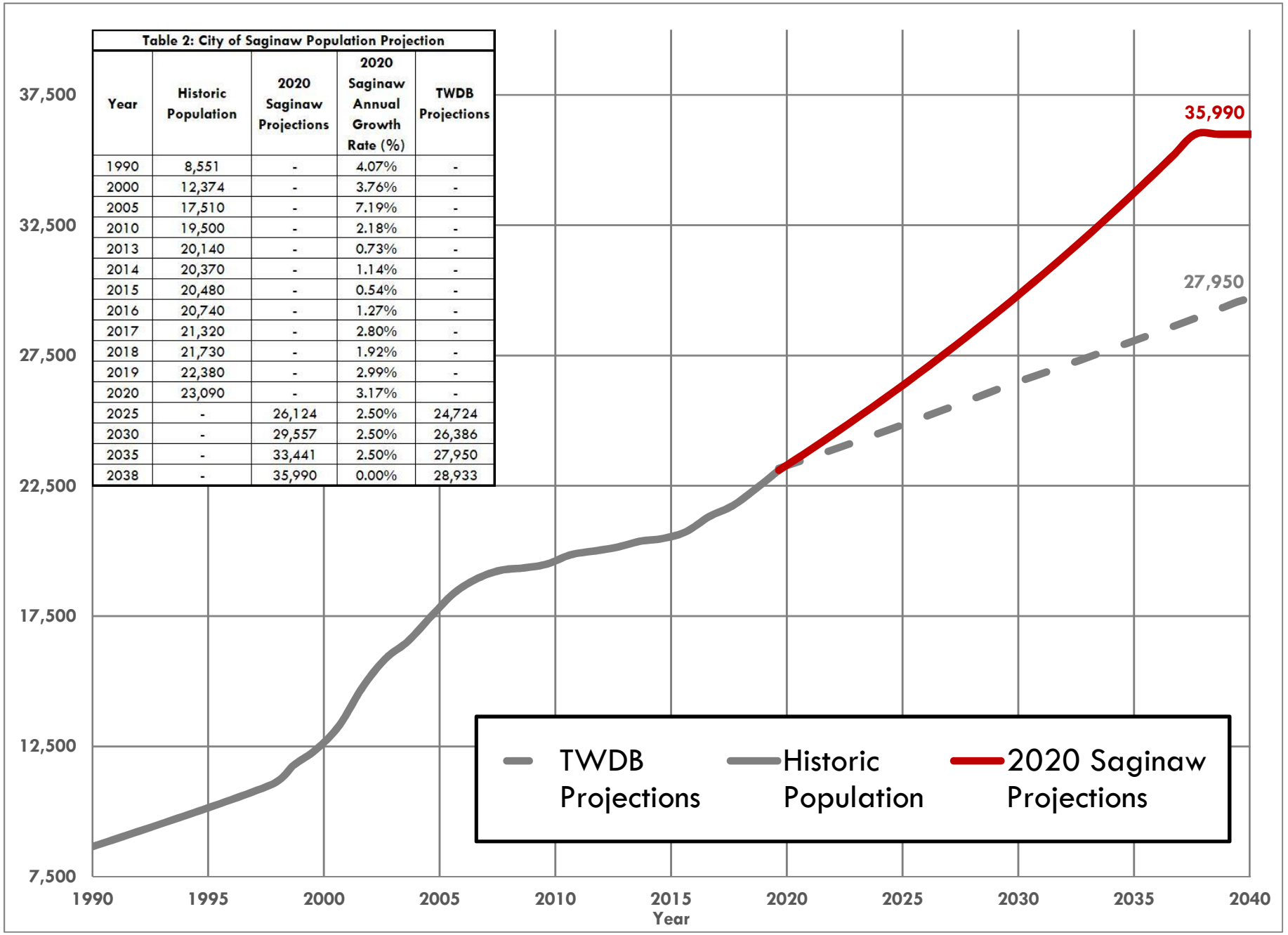
The following components of the methodology for land use assumptions will be detailed in this report: Population, Impact Fee Service Area, Existing Land Use, and Ultimate Land Use.

B. POPULATION

The foundation for this plan is the determination of population and land use forecasts. These forecasts are the basis for the projected water demand. However, these forecasts are only projections of current population based on historical growth rates. Therefore, these forecasts should be viewed only as approximations of the expected growth of the City of Saginaw.

Table 2 shows City of Saginaw Population Projection. The historic population figures are derived from the North Central Texas Council of Governments (NCTCOG) population and employment forecasts. The future population is based on a population growth rate of 2.5% per year until build out. This population forecast anticipates that Saginaw will reach its estimated build-out population of 35,990 in approximately 2038. The Texas Water Development Board (TWDB) Projections show a more conservative projection for the growth rate projecting a population of 28,933 by year 2038.

Table 2: City of Saginaw Population Projection				
Year	Historic Population	2020 Saginaw Projections	2020 Saginaw Annual Growth Rate (%)	TWDB Projections
1990	8,551	-	4.07%	-
2000	12,374	-	3.76%	-
2005	17,510	-	7.19%	-
2010	19,500	-	2.18%	-
2013	20,140	-	0.73%	-
2014	20,370	-	1.14%	-
2015	20,480	-	0.54%	-
2016	20,740	-	1.27%	-
2017	21,320	-	2.80%	-
2018	21,730	-	1.92%	-
2019	22,380	-	2.99%	-
2020	23,090	-	3.17%	-
2025	-	26,124	2.50%	24,724
2030	-	29,557	2.50%	26,386
2035	-	33,441	2.50%	27,950
2038	-	35,990	0.00%	28,933



C. IMPACT FEE SERVICE AREA

Impact fees for the City of Saginaw have been developed for the City's water service area. The service area for the water impact fees includes the entire area within the city limits and is bounded predominantly by Old Decatur Road, a line parallel to and just north of Bailey-Boswell Road, Blue Mound Road (FM 156) and Industrial Boulevard/Longhorn Road, as shown on Figure 1.

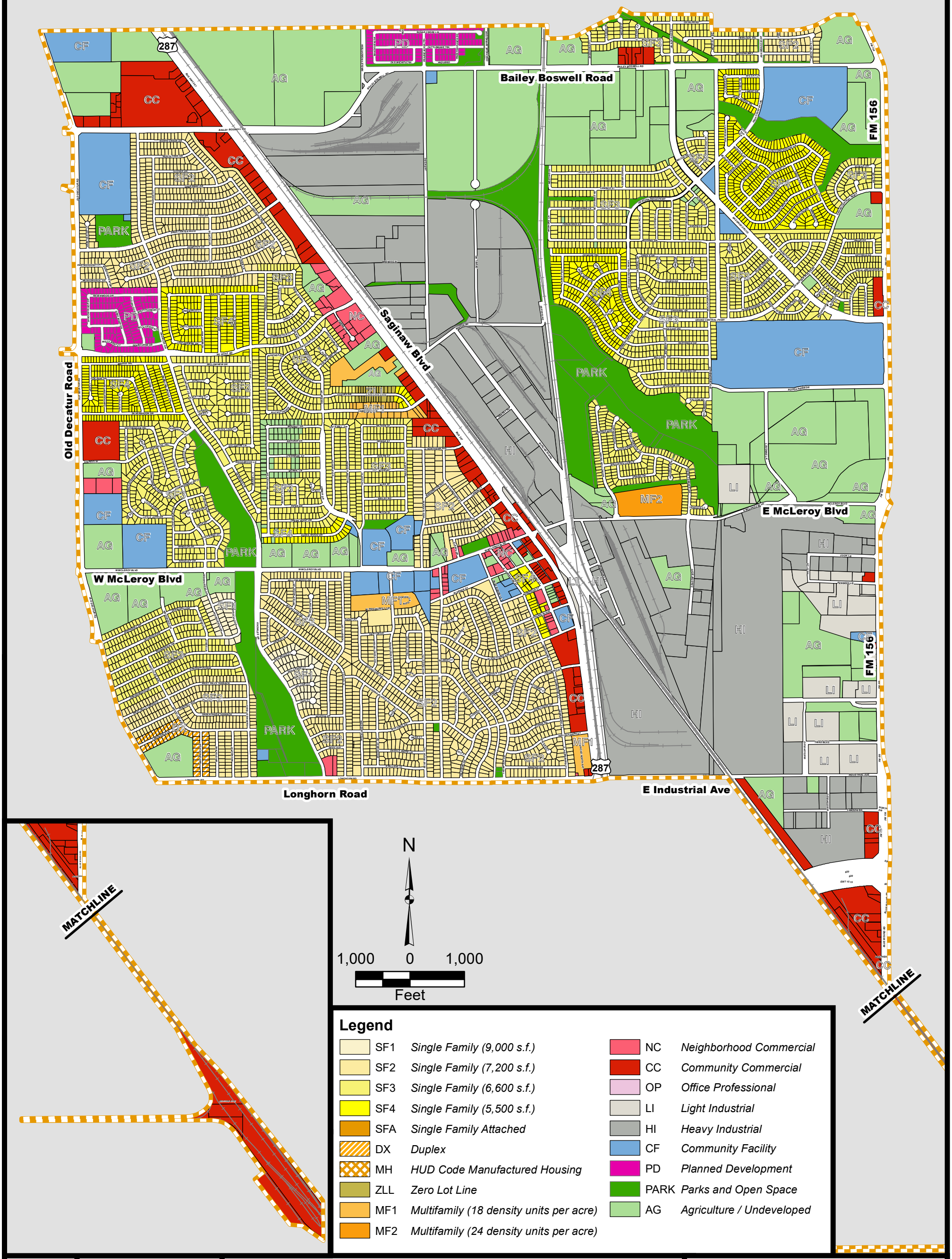
D. EXISTING LAND USE

Existing land use within the City of Saginaw consists primarily of single-family residential homes in the northwest, southwest, and northeast parts of the City. A strip of commercial development along the west side of Saginaw Blvd. (US 287) and in the central business district buffers the residential areas from the extensive industrial area bisecting the city. Industrial development is located primarily east of Saginaw Blvd. and the railroad tracks. Table 3 summarizes the areas of existing land use within the city limits.

Table 3: Existing Land Use

Type	Existing Land Use		
	Land Use Abbreviations	Acreage (Acres)	% of Total
Agriculture / Vacant	AG	911	18.6%
Single Family (9,000 s.f.)	SF1	22	0.5%
Single Family (7,200 s.f.)	SF2	530	10.8%
Single Family (6,600 s.f.)	SF3	637	13.0%
Single Family (5,500 s.f.)	SF4	202	4.1%
Single Family Attached (2,500 s.f.)	SFA	0	0%
Duplex (7,200 s.f.)	DX	10	0.2%
HUD Code Manufactured Housing	MH	0	0%
Zero Lot Line	ZLL	4	0.1%
Multifamily (18 density units per acre)	MF1	27	0.6%
Multifamily (24 density units per acre)	MF2	14	0.3%
Office Professional	OP	0	0%
Neighborhood Commercial	NC	35	0.7%
Community Commercial	CC	294	6.0%
Community Facility	CF	250	5.1%
Park / Open Space	Park	275	5.6%
Light Industrial	LI	90	1.8%
Heavy Industrial	HI	833	17.0%
Planned Development	PD	53	1.1%
ROW AND Railroad / Easement	ROW	721	14.5%
Total		4,911	100%

Table 3 includes areas for each of the major land use types in terms of total acreage and percent of the total area. The existing land use is based on a May 2020 aerial photograph and recent developments known to the City. Of the 4,911 acres within the City of Saginaw, approximately 4,000 acres, approximately 81%, has been developed. This does not include areas that are currently developed but may be redeveloped at a later date as a different land use. Figure 1 displays a map of the existing land uses within the City. The existing land uses may differ from the current zoning classifications. Land use represents the current use for the parcel; zoning represents the allowable uses per the zoning regulations.



Legend

SF1	*Single Family (9,000 s.f.)*	NC	*Neighborhood Commercial*
SF2	*Single Family (7,200 s.f.)*	CC	*Community Commercial*
SF3	*Single Family (6,600 s.f.)*	OP	*Office Professional*
SF4	*Single Family (5,500 s.f.)*	LI	*Light Industrial*
SFA	*Single Family Attached*	HI	*Heavy Industrial*
DX	*Duplex*	CF	*Community Facility*
MH	*HUD Code Manufactured Housing*	PD	*Planned Development*
ZLL	*Zero Lot Line*	PARK	*Parks and Open Space*
MF1	*Multifamily (18 density units per acre)*	AG	*Agriculture / Undeveloped*
MF2	*Multifamily (24 density units per acre)*		

1

City of Saginaw

City of Saginaw, Texas
2020 Water Impact Fees

EXISTING LAND USE

Kimley»Horn

November 2020

Map Disclaimer

This map product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

E. ULTIMATE LAND USE

The ultimate land use plan will guide development in the City, however, the ultimate land use plan should be flexible enough to allow the market to determine actual specific uses as long as it maintains compatibility with the adjoining land uses and meets Saginaw's expectation for excellence in design and is consistent with long-term economic viability.

There were several key ideas and planning principles which were used as the foundation for the land use of a development area:

Neighborhoods – Found near the center of a development area. Neighborhoods, consisting of single-family residences, are the focal point of the development area.

Higher density dwellings – Consists of duplexes and multi-family complexes near the edges of neighborhoods and the development area.

Commercial – Typically found along the edges of the development area, near the intersection of arterial streets where there is good access and high visibility for businesses.

Neighborhood Commercial - May be found within residential areas to provide for establishments such as convenience stores and other low traffic generating businesses.

Office Commercial and Office Park - Located in such a manner as to serve as a buffer between incompatible uses and yet be accessible to major thoroughfares, residential areas, downtown Fort Worth, and higher density commercial developments and industrial areas.

Schools and Parks – Located at the center of the development area. The intent is that all residents are only a short distance from a school or park without having to cross a major thoroughfare.

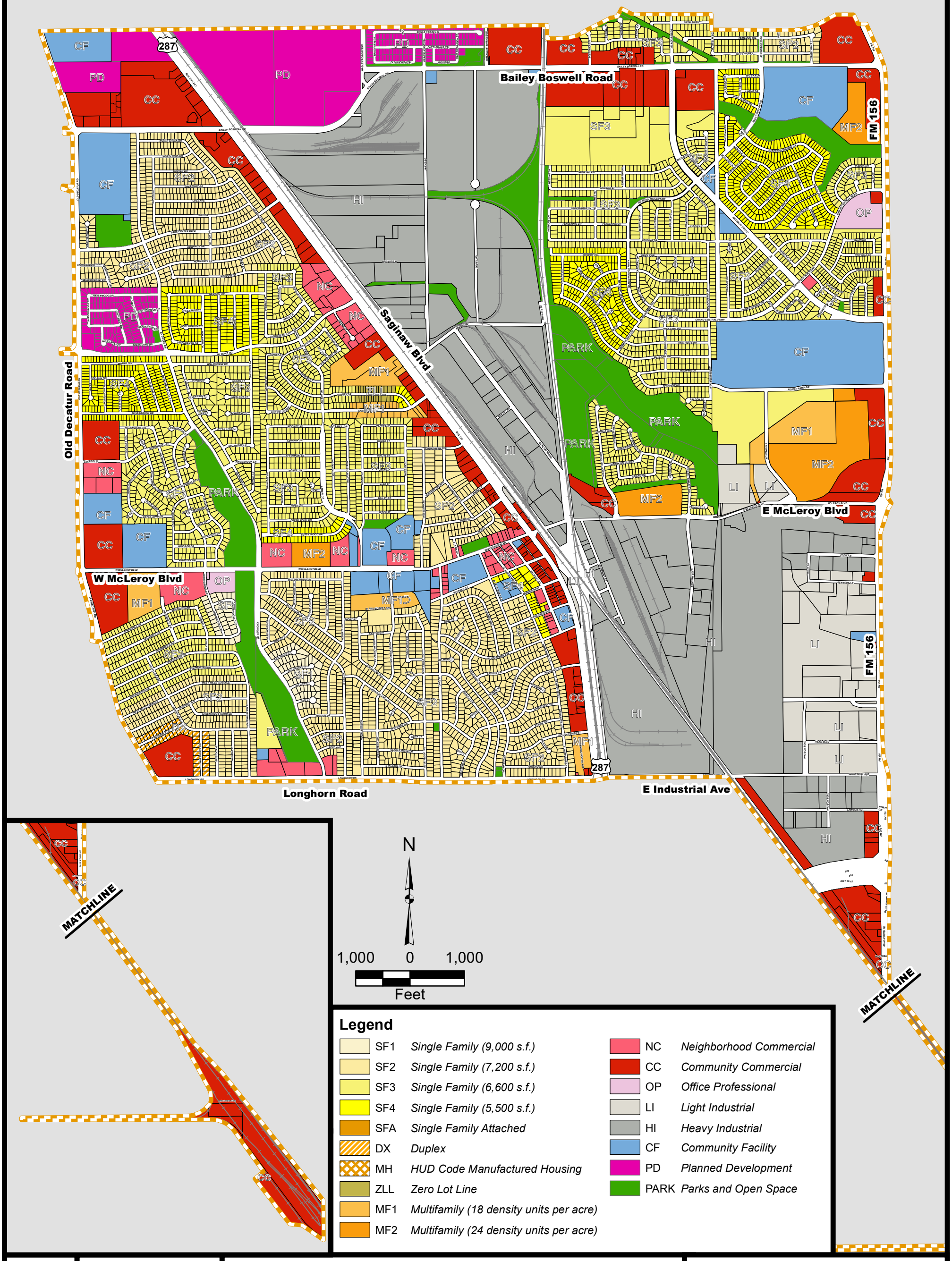
Industrial – Located within a separate and distinct area from neighborhoods. The use of buffer zones is important to separate industrial land types from neighborhoods.

Table 4 indicates the areas projected for each classification for the 2035 (build-out) condition.

Table 4: Ultimate Land Use

Type	Ultimate Land Use		
	Land Use Abbreviations	Acreage (Acres)	% of Total
Agriculture / Vacant	AG	0	0%
Single Family (9,000 s.f.)	SF1	22	0.5%
Single Family (7,200 s.f.)	SF2	534	10.9%
Single Family (6,600 s.f.)	SF3	757	15.4%
Single Family (5,500 s.f.)	SF4	204	4.1%
Single Family Attached (2,500 s.f.)	SFA	0	0%
Duplex (7,200 s.f.)	DX	10	0.2%
HUD Code Manufactured Housing	MH	0	0%
Zero Lot Line	ZLL	4	0.1%
Multifamily (18 density units per acre)	MF1	67	1.4%
Multifamily (24 density units per acre)	MF2	77	1.6%
Office Professional	OP	14	0.3%
Neighborhood Commercial	NC	79	1.6%
Community Commercial	CC	494	10.0%
Community Facility	CF	253	5.2%
Park / Open Space	Park	260	5.3%
Light Industrial	LI	161	3.3%
Heavy Industrial	HI	961	19.6%
Planned Development	PD	292	6.0%
ROW AND Railroad / Easement	ROW	721	14.5%
Total		4,911	100%

Table 4 includes areas for each of the major land use types in terms of total acreage and percent of the total area by ultimate land use. Figure 2 displays a map of the ultimate land uses within the City.



Legend

SF1	*Single Family (9,000 s.f.)*	NC	*Neighborhood Commercial*
SF2	*Single Family (7,200 s.f.)*	CC	*Community Commercial*
SF3	*Single Family (6,600 s.f.)*	OP	*Office Professional*
SF4	*Single Family (5,500 s.f.)*	LI	*Light Industrial*
SFA	*Single Family Attached*	HI	*Heavy Industrial*
DX	*Duplex*	CF	*Community Facility*
MH	*HUD Code Manufactured Housing*	PD	*Planned Development*
ZLL	*Zero Lot Line*	PARK	*Parks and Open Space*
MF1	*Multifamily (18 density units per acre)*		
MF2	*Multifamily (24 density units per acre)*		

2

City of Saginaw

City of Saginaw, Texas
2020 Water Impact Fees

ULTIMATE LAND USE

Kimley»Horn

November 2020

Map Disclaimer

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4. METHODOLOGY OF WATER CAPITAL IMPROVEMENTS

Kimley-Horn has analyzed the existing City of Saginaw water system using both City and TCEQ criteria. The existing water system is adequate to serve the City's current population. As the City approaches its build out population, Kimley-Horn recommends capital improvements to meet the development growth.

A. DEFINITIONS

- Water Supply can either be from a surface water source or a ground water source. Saginaw is 100% dependent upon the City of Fort Worth for wholesale water supply, which is surface water.
- Water Treatment is the treatment of raw water so it is fit for human consumption. The City of Fort Worth provides treated water to the City of Saginaw.
- High Service Pumping is the pumping required to move the water from a treatment facility or ground storage to the transmission and distribution systems.
- Booster Pumps increase the pressure from a stored source or from another water line.
- Transmission System is comprised of large water lines which transport large quantities of water from one area to another.
- Distribution System is comprised of smaller water lines which distribute water from the transmission system to the customers.
- Service Lines are the small, privately owned, water lines which connect each individual customer to the distribution system.
- Elevated Storage are tanks that are raised above the ground and connected to the transmission system to help maintain the system pressure. Excess water pumped flows into these tanks, or if pumping does not meet customer demand, water drains from the tanks to supplement the pumping.
- Ground Storage are tanks at ground level that store water so that it can be pumped into the system as demand warrants.
- Average Day Demand (ADD) Annual water consumption divided by the number of days in a year. The average daily water demand a given water system experiences over a one-day period.
- Demand (Consumption) Volume of water used for a given time period, typically measured in units of Million Gallons Per Day (MGD) or gallons per minute (gpm).

- Firm Pumping Capacity The total pumping capacity that a pump station can deliver with the largest pump out of service.
- GPD Gallons Per Day
- GPM Gallons Per Minute
- MGD Million Gallons per Day
- Peak Day Demand (PDD) Water consumption, in volume of water, used on the highest consumption day in a year. Also known as maximum day demand.
- Peak Hour Demand (PHD) The maximum total one-hour water demand given in units of volume per day that a given distribution system experienced or would experience during a particular year or other time period. Also known as maximum hour demand.
- Pressure Plane (Pressure Zone) A network of water pipes having a common pressure range; each plane is separated from the other planes by closed valves, pressure-regulating valves, pump stations, and storage facilities. The City of Saginaw's water system is on one pressure plane.
- Service Unit A standardized measure of consumption, use, generation, or discharge attributable to an individual unit of development calculated in accordance with generally accepted engineering or planning principles for a particular category of capital improvements or facility expansions.
- TCEQ Texas Commission on Environmental Quality
- Total Pumping Capacity The total pumping capacity that a pump station can deliver.

B. WATER DEMAND

There have been two main factors that affect water use in the City of Saginaw: population and the amount of precipitation. Population can be estimated from year to year and generally increases within a predictable range. Rainfall can vary greatly from year to year and it is impossible to predict how much rainfall will occur in a given year. Water projections are produced with a range of likely demands based on population, industrial and commercial demand, and anticipated rainfall amounts. Projections are divided into normal, wet, and dry ranges for a given year. Table 5 shows historical and projected average day demand. Table 6 shows the historical and projected peak day demands.

Table 5: Average Daily Water Demand (MGD)				
YEAR	HISTORICAL USE	NORMAL YEAR USE	WET YEAR USE	DRY YEAR USE
2000	1.98	1.76	1.63	1.90
2010	2.79	2.78	2.65	2.92
2013	2.83	2.87	2.74	3.01
2014	2.97	2.91	2.77	3.04
2015	2.76	2.92	2.79	3.06
2016	2.77	2.96	2.82	3.09
2017	2.82	3.04	2.91	3.18
2018	2.97	3.10	2.96	3.23
2019	3.13	3.19	3.06	3.33
2020	-	3.29	3.16	3.43
2025	-	3.73	3.59	3.86
2030	-	4.22	4.08	4.35
2035	-	4.77	4.63	4.90
2038	-	5.13	5.00	5.27

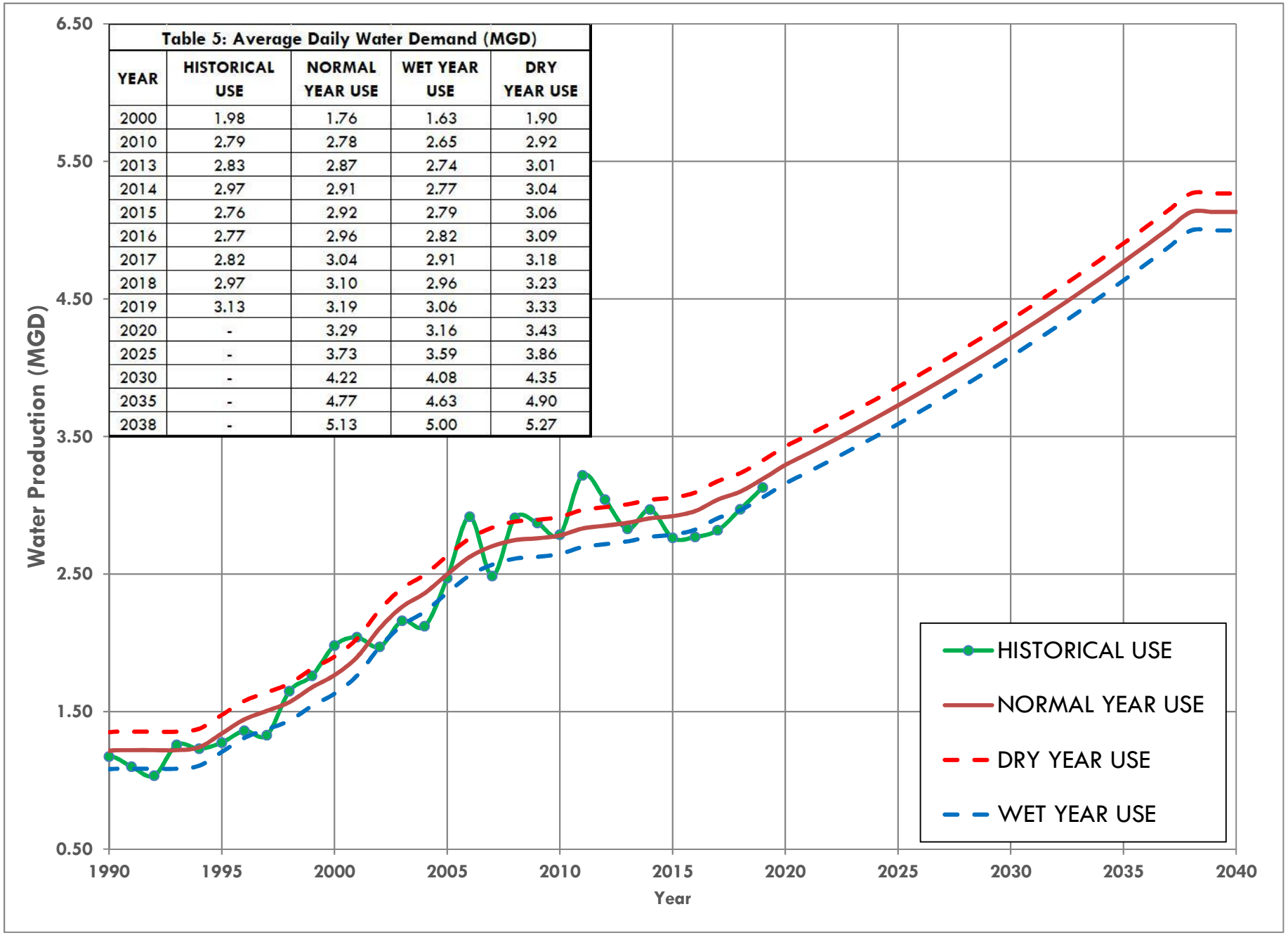
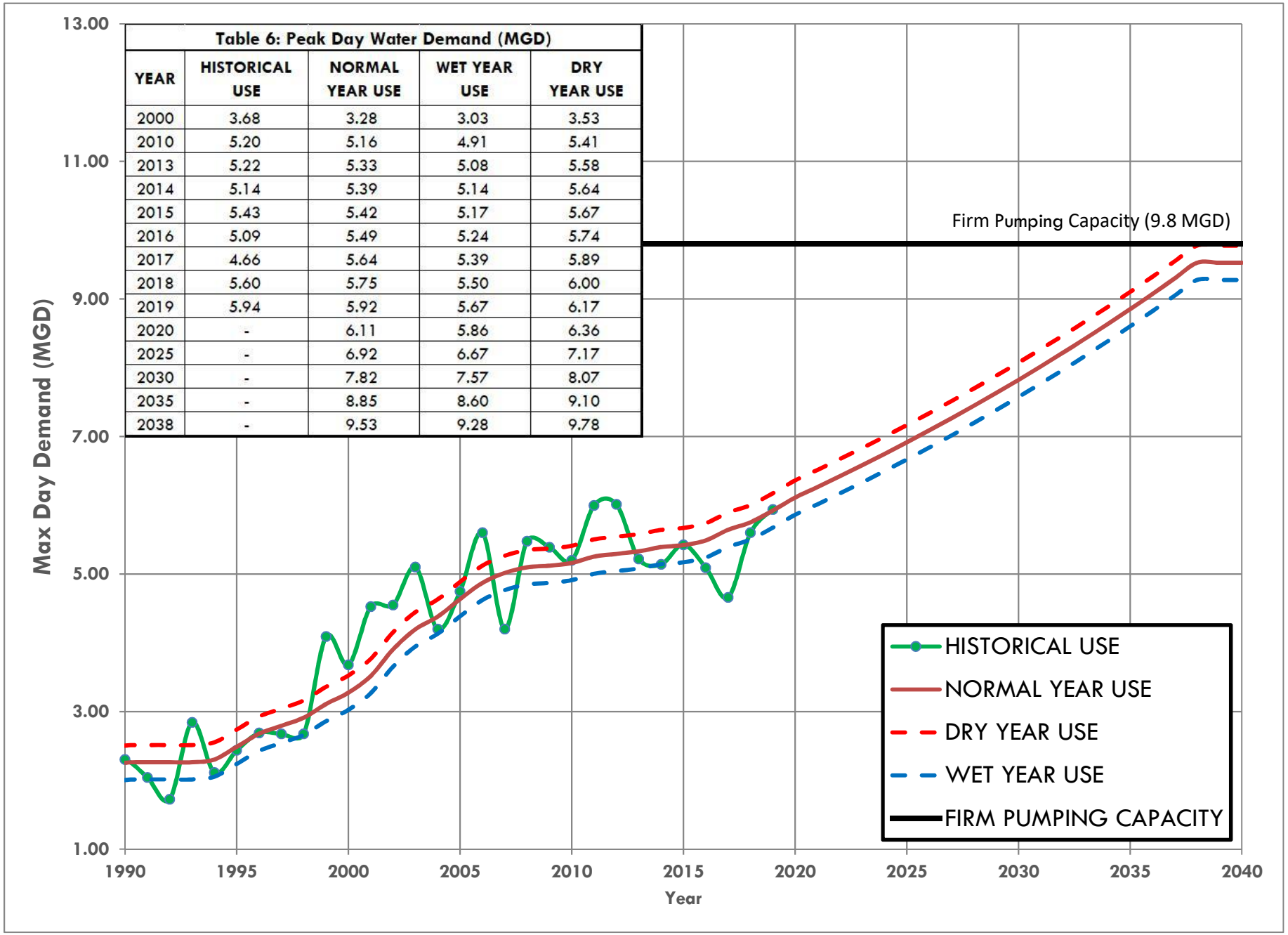


Table 6: Peak Day Water Demand (MGD)				
YEAR	HISTORICAL USE	NORMAL YEAR USE	WET YEAR USE	DRY YEAR USE
2000	3.68	3.28	3.03	3.53
2010	5.20	5.16	4.91	5.41
2013	5.22	5.33	5.08	5.58
2014	5.14	5.39	5.14	5.64
2015	5.43	5.42	5.17	5.67
2016	5.09	5.49	5.24	5.74
2017	4.66	5.64	5.39	5.89
2018	5.60	5.75	5.50	6.00
2019	5.94	5.92	5.67	6.17
2020	-	6.11	5.86	6.36
2025	-	6.92	6.67	7.17
2030	-	7.82	7.57	8.07
2035	-	8.85	8.60	9.10
2038	-	9.53	9.28	9.78



C. CITY DESIGN CRITERIA

The following criteria were established by Kimley-Horn and the City as minimum standards from which to evaluate current and future water system components. These criteria could change over time based on demand patterns and regulatory mandates.

- ### Water Supply

  The City is 100% dependent upon the City of Fort Worth for wholesale water supply, which is surface water. It is recommended that the City maintain water supply production equal to the maximum day demand.

- ### Pumping Facilities

  It is recommended that the pumping facilities provide the maximum day demand required by the water system.

- ### Elevated Storage

  Elevated storage serves three purposes

  - Functionally, elevated storage equalizes the pumping rate to compensate for daily variations in demand and to maintain a constant pumping rate (usually referred to as operational storage), or a pumping rate that conforms to the requirements of the local electrical rate structure.
  - Provides pressure maintenance and protection against surges created by instantaneous demand, such as fire flow and main breaks, and instantaneous change in supply, such as pumps turning on and off.
  - Maintains a reserve capacity for fire protection and pressure maintenance in case of power failure to one or more pump stations. Sufficient storage should be maintained to provide four (4) hours of fire flow demand during a loss of power to the pump station or well fields.

  Elevated storage is evaluated separately for each pressure plane. Excess storage on any given pressure plane may only be credited on a lower elevation plane. The design criteria set for the City consisted of three levels. Level 1: Adequate operational (equalization) storage established by determining the required volume to equalize the daily functions in flow during the maximum day demand; Level 2: The reserve volume equal to 3,000 gpm for four (4) hours required for fire protection; Level 3: Emergency storage equal to 20% of the combined equalization and fire storage volume. Because elevated storage is approximately four times more expensive than ground storage, an economical balance between elevated storage and pumping should be sought.

- Ground Storage

  Ground storage serves two functions:

  - Equalization for differing feed rates between the water supply and pumping to the system.
  - Emergency capacity in the event of temporary loss of water supply.
  - Generally, ground storage facilities are located at water supply points or at each pump station within the water distribution system. Although ground and elevated storage facilities perform separate functions within the system, both are aimed at decreasing the impact of demand fluctuations.

- Transmission System

  The function of the transmission system is to transfer water across the water system and fill the elevated storage tanks. There are three conditions for which the transmission system is evaluated:

  - Peak hour demand - this is the maximum demand that the system experiences. It is the condition under which the lowest operational pressures are experienced.
  - Tank filling - this is the period during which the elevated tanks are replenished, and is the condition under which the highest operational pressures are experienced.
  - Fire flow demand - during the maximum day demand, the local transmission lines are tested to ensure that fire protection requirements are met. Pressures are allowed to fall below normal operating pressures but should not drop below 20 psi at any point in the system.

  The transmission system should be sized to maintain a minimum pressure of 40 psi during normal operating conditions and a minimum pressure of 20 psi during extreme operating conditions. In an urban-type water system, operating pressures of 40-45 psi normally result in customer complaints. For most water systems, pressures above 80 psi are undesirable and should be avoided if possible. The transmission system should also be sized to limit maximum velocity in the pipe to seven (7) feet per second. The maximum pressure in extreme conditions should be limited to 100 psi because high operating pressures will result in increased system maintenance and increased operational cost. Table 7 summarizes the system design criteria developed by Kimley-Horn and the City.

Table 7: City Water System Criteria

City Criteria	
Water Supply	Max Day Demand
Pumping Facilities	Max Day Demand
Elevated Storage	Level 1: Equalization Storage during Max Day Demand Level 2: 3,000 gpm for 4 hours for Fire Protection Level 3: 20% of combined total for Level 1 and Level 2
Transmission System	Normal Conditions = Minimum 40 psi Extreme Conditions = Minimum 20 psi

D. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY CRITERIA

Texas Commission on Environmental Equality (TCEQ) has infrastructure requirements based on the number of connections the City is currently serving. TCEQ criteria was used to determine if the City's current infrastructure is compliant. Table 8 below summarizes the water system criteria.

Table 8: TCEQ Water System Criteria

	TCEQ Criteria >2,500 Connections
Wholesale Water Supply	0.6 gpm / connection
Total Water Storage	200 gal / connection
Total Pumping Capacity	2 gpm / connection or 1,000 gpm or ability to meet peak hourly demands with the largest pump out of service, whichever is less. 0.6 gpm / connection is acceptable in systems that provide 200 gal / connection of elevated storage.
Elevated Storage	100 gal / connection
Transmission System	Normal conditions = minimum 35 psi Extreme conditions = minimum 20 psi

5. CAPITAL IMPROVEMENT WATER ANALYSIS

The Texas Local Government Code, Chapter 395 states that impact fees may only be assessed for projects necessary to serve future development. This means that items needed to serve existing demand are not impact fee eligible. After analyzing the system requirements, no improvements are currently needed to meet the existing development. All improvements identified in this report are necessary to meet future development.

The City's existing infrastructure was analyzed using both City and TCEQ criteria. These criteria are used to evaluate the existing and proposed physical components of the water system. The components of the water system that have been evaluated are:

- Water Supply
- Pumping Capacity
- Storage
- Transmission and Distribution System

A. WATER SUPPLY

The City of Fort Worth delivers treated water to Saginaw at a single delivery point, Longhorn Pump Station. The Longhorn facility stores the water in two (2) one-million-gallon ground storage tanks which is then pumped into the Saginaw system. Saginaw takes the water as needed and pays the City of Fort Worth by volume and demand fees. Demand fees are applied if water is supplied during peak periods. There is one emergency interconnect (at Twin Mills) to the City of Fort Worth's system. If an emergency occurs, Saginaw can lose its pumping and/or storage capabilities and still be supplied via the emergency interconnect. The existing Fort Worth Longhorn meter station has a capacity of 5,500 gpm. Table 9 provides the required water supply based on both City and TCEQ criteria. As you can see, the City of Fort Worth meter capacity will need to be upsized before the year 2030. It is Kimley-Horn's recommendation that the City of Fort Worth meter be upsized to 8,500 gpm to meet future demands.

Table 9: Build Out Water Supply

	# of Connections	City Requirement 100% of Maximum Day Demand (GPM)	TCEQ Requirement (0.6 gpm / connection) (GPM)	Provided Water Supply (GPM)
2020 Connections	8,052	4,244	4,831	5,500
2030 Connections	9,276	5,433	5,566	8,500
2038 (Build Out) Connections	10,500	6,616	6,300	8,500

B. PUMPING FACILITIES

Pumping capacities must provide the maximum day demand required by the water system or the suggested capacities established by the TCEQ. In 2008, the station was upgraded to a peak and firm capacity of 10,833 gpm and 6,805 gpm, respectively. The Jarvis Road 1.5-million-gallon elevated storage tank was constructed in 2006. The Jarvis Road elevated storage tank and Park Center elevated storage tank provide sufficient elevated storage to qualify for a pumping requirement reduction. TCEQ requires 0.6 gpm per connection for this scenario. The City meets the specified City and TCEQ pumping requirement for ultimate conditions shown in Table 10

Table 10: Build Out Pumping Facilities

	# of Connections	TCEQ Requirement (0.6 gpm / connection) (GPM)	City Requirement to Meet Maximum Day Demand (GPM)	Provided Pumping Capacity (GPM)
2020 Connections	8,052	4,831	4,244	10,833
2030 Connections	9,276	5,566	5,433	10,833
2038 (Build Out) Connections	10,500	6,300	6,616	10,833

C. ELEVATED STORAGE

The City currently has 2.25 million gallons of elevated storage provided by the Jarvis Road (1.5 MG) and Park Center (0.75 MG) ESTs. Based on the current growth projections, the City has adequate elevated storage for the build out condition shown in Table 11.

Table 11: Build Out Elevated Storage

	# of Connections	*TCEQ Requirement (200 gal / connection) (MG)	City Requirement (Levels 1,2 and 3 combined) (MG)	Existing Elevated Storage (MG)
2020 Connections	8,052	1.61	0.90	2.25
2030 Connections	9,276	1.86	1.16	2.25
2038 (Build Out) Connections	10,500	2.10	1.59	2.25
*If 200 gal / connection of elevated storage is provided, then the pumping capacity required is reduced from 2 gpm / connection to 0.6 gpm / connection.				

D. GROUND STORAGE

TCEQ doesn't provide any requirements for ground storage, but they do require that 200 gallons per connection is provided of total storage which includes elevated storage. The City is able to provide 200 gallons of storage until build out by elevated storage alone. Therefore, no ground storage improvements are required at this time.

E. TRANSMISSION AND DISTRIBUTION SYSTEM

The existing transmission system is adequately sized to maintain a minimum pressure of 45 psi during normal operating conditions and a minimum pressure of 20 psi during extreme operating conditions. All proposed transmission and distribution improvements are to provide future developments with water service and acceptable pressures.

6. WATER IMPACT FEE CAPITAL IMPROVEMENTS PLAN

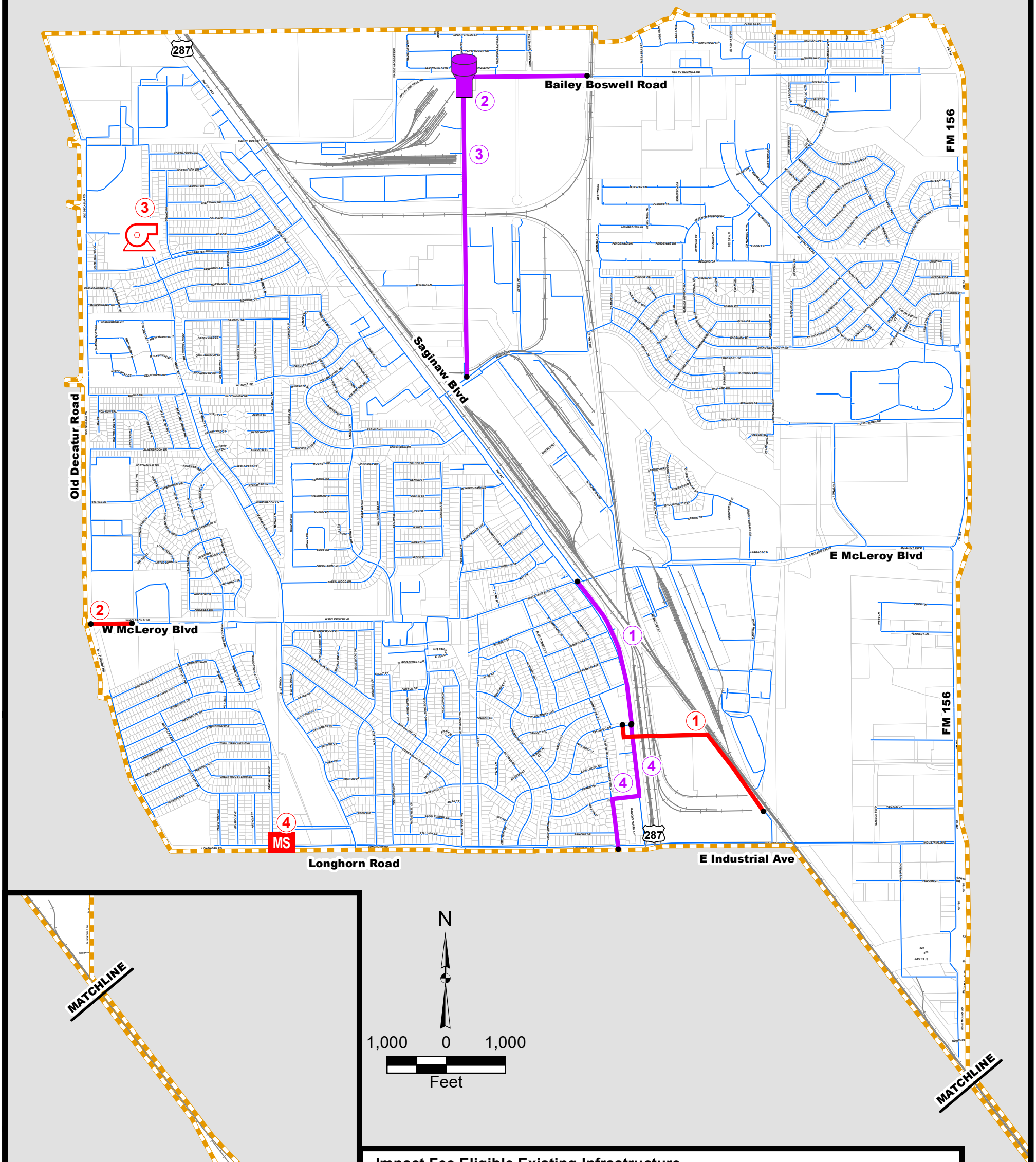
The Water CIP provides the City with a logical strategy for upgrading and expanding its water distribution system to accommodate future growth.

Five (5) existing and four (4) proposed projects identified in the Water CIP are determined eligible for recoverable cost through impact fee over the next 10 years. The total cost of these projects is $6,412,738. The projected total recoverable through impact fees is $2,297,363. After the credit reduction calculation is complete $1,148,682 is recoverable through impact fees serving the 10-year system needs.

These capital improvements projects are shown in Table 12. Further information about each of these projects is shown in Figure 3 – Impact Fee Capital Improvement Plan.

Table 12: City of Saginaw Water Impact Fee Capital Improvements, Project Costs, And 10-Year Recoverable Cost

Project Number	Description	2020 Required Capacity (Percent Utilization)	2030 Required Capacity (Percent Utilization)	2020-2030 Required Capacity (Percent Utilization)	2030 Projected Recoverable Cost	Total Project Cost
Existing						
1	SAGINAW BLVD 12" WATER LINE PH. 1	64%	82%	18%	$95,148	$529,614
2	JARVIS RD. 1.5 MG ELEVATED STORAGE TANK	77%	88%	12%	$282,290	$2,421,600
3	JARVIS RD. 16" WATER LINE (AND 12" WATER LINE ON BAILEY BOSWELL)	64%	82%	18%	$111,807	$622,339
4	SAGINAW BLVD. AND HAMPSHIRE ST. WATER LINE IMPROVEMENTS	64%	82%	18%	$121,135	$674,262
5	2020 WATER IMPACT FEE UPDATE	0%	100%	100%	$15,500	$15,500
				Existing Subtotal	$625,880	$4,263,315
Proposed						
1	SAGINAW BLVD 16" WATER LINE PH. 2	0%	82%	82%	$912,986	$1,111,923
2	W. McLEROY 12" WATER LINE PH. 2	0%	82%	82%	$266,854	$325,000
3	NORTHWEST BOOSTER PUMP STATION	0%	100%	100%	$462,500	$462,500
4	FORT WORTH METER STATION UPGRADE	77%	88%	12%	$29,143	$250,000
				Proposed Subtotal	$1,671,483	$2,149,423
				Total	$2,297,363	$6,412,738



Impact Fee Eligible Existing Infrastructure

#1 - SAGINAW BLVD 12" WATER LINE PH 1
#2 - JARVIS RD. 1.5 MG ELEVATED STORAGE TANK
#3 - JARVIS RD. 16" WATER LINE (AND 12" WATER LINE ON BAILEY BOSWELL)
#4 - SAGINAW BLVD. AND HAMPSHIRE ST. WATER LINE IMPROVEMENTS
#5 - 2020 WATER IMPACT FEE UPDATE

10-YR Capital Improvements Projects

#1 - SAGINAW BLVD 16" WATER LINE PH. 2
#2 - W. McLEROY 12" WATER LINE PH. 2
#3 - NORTHWEST BOOSTER PUMP STATION
#4 - FORT WORTH METER STATION UPGRADE

3

City of Saginaw

City of Saginaw, Texas
2020 Water Impact Fees

IMPACT FEE CAPITAL IMPROVEMENT PLAN

Kimley»Horn

November 2020

Map Disclaimer

This map product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

A. WATER IMPACT FEE CALCULATION

Chapter 395 of the Local Government Code defines a service unit as follows, "Service Unit" means a standardized measure of consumption attributable to an individual unit of development calculated in accordance with generally accepted engineering or planning standards and based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 years. Therefore, the City of Saginaw defines a service unit based on historical water usage over the past 10 years as compared to the estimated residential units. The residential unit is the development type that predominately uses a 3/4" meter. The measure of consumption per service unit is based on a 3/4" meter and the data shown in Table 13.

Table 13: Service Unit Consumption Calculation

Year	Population	Residential Units (3 persons/unit)	Water Usage Average Day Demand (MGD)	Consumption per Service Unit (GPD)
2010	19,500	6,500	2.79	429
2011	19,850	6,617	3.22	486
2012	19,995	6,665	3.04	456
2013	20,140	6,713	2.83	421
2014	20,370	6,790	2.97	437
2015	20,480	6,827	2.76	405
2016	20,740	6,913	2.77	401
2017	21,320	7,107	2.82	397
2018	21,730	7,243	2.97	410
2019	22,380	7,460	3.13	420
Average Consumption per Service Unit				426

B. ADDITIONAL SERVICE UNITS AND WATER IMPACT FEE CALCULATION

Based on the City's 10-year growth projections and the resulting water demand projections, water service will be required for an additional 2,165 service units. The calculation is as follows:

A service unit, which is a unit of development that consumes approximately 426 gallons per day (GPD), is a typical residential connection that uses a 3/4" meter. Table 14 outlines the future water demand projections and its relationship to the additional service units projected for the next 10-years.

Table 14: 10-Year Additional Service Units Calculation

Year	Average Day Demand (MGD)	Service Unit Demand (GPD)	Service Units
2020	3.29	426	7,730
2030	4.22	426	9,895
10-year Additional Service Units			2,165

Impact fee law allows for a credit calculation to credit back the development community based on the utility revenues or ad valorem taxes that are allocated for paying a portion of future capital improvements. The intent of this credit is to prevent the City from double charging development for future capital improvements via impact fees and utility rates. If the city chooses not the do a financial analysis to determine the credit value they are required by law to reduce the recoverable cost by 50 percent. The city has chosen the latter. Therefore, the maximum recoverable cost for impact fee shown below is 50 percent of the Pre-Credit Recoverable Cost.

Table 15 lists a breakdown of the 10-year recoverable costs and the associated impact fee per service unit.

Table 15: 10-Year Recoverable Cost Breakdown

Recoverable Impact Fee CIP Costs	$	2,297,363.00
Credit for Utility Revenues (50% credit)	$	1,148,682.00
Maximum Recoverable Cost for Impact Fee	$	1,148,682.00

$$\text{Impact fee per service unit} = \frac{\text{10-year recoverable costs}}{\text{10-year additional service units}}$$

$$\text{Impact fee per service unit} = \frac{\$1,148,682}{2,165}$$

$$\text{Impact fee per service unit} = \$531$$

Therefore, the maximum assessable impact fee per service unit is $531.

For a development that requires a different size meter, a service unit equivalent is established at a multiplier based on its capacity with respect to the 3/4" meter. The maximum impact fee that could be assessed for other meter sizes is based on the value shown on Table 16, Service Unit Equivalency Table for Commonly Used Meters.

Table 16: Maximum Water Impact Fee for Commonly Used Meters

Meter Size/Type	Service Unit Equivalent	Maximum Assessable Impact Fee ($)
3/4" displacement	1.0	$531
1" displacement	1.7	$903
1-1/2" displacement	3.3	$1,753
2" displacement	5.3	$2,815
2" compound	5.3	$2,815
2" turbine	5.3	$2,815
3" compound	11.7	$6,213
3" turbine	11.7	$6,213
4" compound	20.0	$10,620
4" turbine	21.0	$11,151
6" compound	45.0	$23,895
6" turbine	43.3	$22,993
8" compound	53.3	$28,303
8" turbine	93.3	$49,543
10" turbine	140.0	$74,340
Data Sources: American Water Works Association (AWWA) C-700-15, C-701-15 and C-702-15.		

7. CONCLUSIONS AND RECOMMENDATIONS

It will be possible for Saginaw to assess and collect impact fees to recover capital expenditures associated with water system improvements.

The City of Saginaw is required to assess City of Fort Worth impact fees as part of the total impact fees. Table 17 presents the maximum Saginaw impact fees, City of Fort Worth impact fees, and the maximum impact fee Saginaw may assess for water.

This report establishes the maximum allowable impact fees which could be assessed by the City of Saginaw. It is intended to serve as a guide to assessing impact fees pertaining to the water distribution system based on future growth. Following the public hearing process, the City Council may establish an amount to be assessed (if any) up to this maximum.

The next steps will be for the development community and the City's Capital Improvement Advisory Committee (CIAC) to receive the impact fee study, to provide questions and comments to the City staff and then ultimately, to submit comments to the City Council.

The steps that are required of the City Council are to establish and advertise the public hearing date, make the impact fee report available to the public, hold a public hearing, make a policy decision on the Actual Impact Fee to collect, and to pass an impact fee ordinance to include the Maximum Impact Fee and the Actual Impact Fee to be collected.

Table 17: Maximum Assessable Impact Fee Summary

Size	Maximum Assessable Water Impact Fee ($)		
	Fort Worth	Saginaw	Total*
3/4" displacement	$2,637	$531	$3,168
1" displacement	$4,396	$903	$5,299
1-1/2" displacement	$8,791	$1,753	$10,544
2" displacement	$14,066	$2,815	$16,881
2" compound	$14,066	$2,815	$16,881
2" turbine	$14,066	$2,815	$16,881
3" compound	$38,242	$6,213	$44,455
3" turbine	$38,242	$6,213	$44,455
4" compound	$65,934	$10,620	$76,554
4" turbine	$65,934	$11,151	$77,085
6" compound	$140,660	$23,895	$164,555
6" turbine	$140,660	$22,993	$163,653
8" compound	$246,155	$28,303	$274,458
8" turbine	$246,155	$49,543	$295,698
10" turbine	$369,233	$74,340	$443,573

*Total includes current City of Fort Worth Impact Fees.

MINUTES OF A REGULAR MEETING OF THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE HELD AT THE CITY HALL ON NOVEMBER 10, 2020

Present at the Meeting:

Present at the Meeting:

Member	Place No. 3	Matthew Lewis
Member	Place No. 1	Kenneth Haney
Member	Place No. 2	William Barngrover
Ad Hoc Member		Mike Parish
Alternate Member	Alt. No. 2	Randy Villarreal
Director Public Works		Rick Trice
City Attorney		Bradley Anderle
City Attorney		Lindsey Hale
City Engineer		Andrew Simonsen
Recording Secretary		Mary Ragle

Absent from the Meeting:

Member	Place No. 4	Malinda Julien
Member `	Place No. 5	Jason LaBruyere
Alternate Member	Alt No. 1	John Peet

Visitors at the Meeting:

None

ITEM 1 CALL TO ORDER

Member Lewis called the meeting to order at 6:00 p.m.

ITEM 2 ORDINANCE 2020-23
Dissolving Current Capital Improvements Advisory Committee, Designating The Planning And Zoning Commission To Serve As The Capital Improvements Advisory Committee

DPW Trice explained the reason and authority for the City Council to dissolve the current Capital Improvements Advisory Committee and appoint the Planning & Zoning Commission

Members to serve as the Capital Improvements Advisory Committee. He reviewed the ordinance included in the members' packets.

ITEM 3 ELECTION OF OFFICERS

CHAIRMAN

Member Lewis asked for nominations for Chairman of the CIAC. Member Haney nominated Member Lewis as Chairman. There were no other nominations.

For: Chairman Lewis, Vice Chairman Haney, Ad Hoc Member Parrish
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

VICE CHAIRMAN

Chairman Lewis asked for nomination for Vice Chairman. Chairman Lewis nominated Member Haney for Vice Chairman. There were no other nominations.

For: Chairman Lewis, Vice Chairman Haney, Ad Hoc Member Parrish
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

ITEM 4 PRESENTATION OF MINUTES

The minutes of a regular meeting held June 24, 2020 were presented. Motion was made by Chairman Lewis with a second by Member Barngrover to accept the minutes as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney, Ad Hoc Member Parrish
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

ITEM 5 OVERVIEW OF CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

City Engineer Simonsen provided a power point presentation, which had also been included in the members' packets, explaining the purpose of the Capital Improvements Advisory Committee and the duties of the Committee members

REVIEW OF WATER AND WASTEWATER IMPACT FEE STUDY

Using a power point presentation, City Engineer Simonsen explained what impact fees were and how they were regulated. This information was included in the members' packets. He also reviewed the impact fee study stating a study for the impact fees has to be done every 5 years.

DPW Trice and City Engineer Simonsen answered members' questions and addressed concerns.

ITEM 6 RECOMMENDATION TO COUNCIL

Motion was made by Member Barngrover with a second by Vice Chairman Haney to advise the City Council that the project expenditures are on schedule and the land use assumptions are valid, and the committee recommends that the City Council approve the maximum assessable water and wastewater impact fees as determined by the 2020 Water and Sewer Impact Fee Update and recommend a $0.00 fee collection at this time. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney, Ad Hoc Member Parrish
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

ITEM 7 ADJOURNMENT

Motion was made by Member Barngrover with a second by Vice Chairman Haney to adjourn the meeting. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney, Ad Hoc Member Parrish
Member Barngrover, Alternate Member Villarreal

Against: None

Absent Members Julien, LaBruyere, Alternate Member Peet

Chairman Parish declared the Capital Improvements Advisory Committee meeting of November 10, 2020 adjourned at 6:35 p.m.

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

11/10/2020

RECOMMENDATION TO COUNCIL:

Motion was made by W. Barrow with a second by K Haney to advise the City Council that the project expenditures are on schedule, land use assumptions are valid, and the committee recommends that the city council approve the maximum assessable water and wastewater impact fees as determined by the 2020 Water and Sewer Impact Fee Update. & recommend 4.00 fee collection at this time.

For: Michael Land

W A Barrow

Kenneth K Haney

Mike Evans

Randy Vaught

Against: _____

_____

Absent _____

_____

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (10)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: 18172300449

SUBJECT:
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

BACKGROUND/DISCUSSION:
On June 18, 2019, City Council approved a Chapter 380 Economic Development Agreement with AM & JK Development, LLC, the developer of The Square. The agreement provided for the installation and funding for "ROADWAY IMPROVEMENTS" including a median opening and turn lane along U.S. 287.

The developer has been working with TxDOT to secure approval of plans for the median opening and turn lanes, including signalization. The plan approval has been secured and TxDOT has recommended that the project be built using the LOSA. The LOSA allows City to use its bidding and award procedures and to manage the construction of the improvements within TxDOT right-of-way. Upon completion of the project and certification by the City that the project was built in conformance with TxDOT standards, the State will assume maintenance of the project.

The LOSA must be executed between the City and TxDOT. The value of the construction within the right-of-way is estimated at $715,600. The total Estimated Costs by the City is $759,175 which includes $41,500 for engineering and $2,075 for Environmental paid by the developer.

TxDOT is committing $52,273 for administrative oversight on the project.

The Resolution identifies the project, identifies the funding source, confirms the City of Saginaw's financial commitment to payment including payment of overruns, affirm that the City of Saginaw is authorized to enter into a LOSA with TxDOT and identifies the signatory authorized to enter into the LOSA on behalf of the City.

FINANCIAL IMPACT:

N.A.

RECOMMENDATION:

Staff recommends approval of the 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.

ATTACHMENTS:

Description

Local On-System Improvement Project Agreement
Resolution No. 2021-02

Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT
For A
LOCAL ON-SYSTEM IMPROVEMENT PROJECT

THIS AGREEMENT (Agreement) is made by and between the State of Texas, acting by and through the Texas Department of Transportation called the "State", and the **City of Saginaw**, acting by and through its duly authorized officials, called the "Local Government." The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision; and

WHEREAS, the Texas Transportation Commission passed Minute Order Number **115814**, authorizing the State to accept Local Government funded projects performed on the state highway system. The project covered by this Agreement includes only work within the state right of way as described in the Agreement, Article 2, Scope of Work (Project); and,

WHEREAS, the Governing Body of the Local Government has approved entering into this Agreement by resolution, ordinance, or commissioners court order dated _____, which is attached to and made a part of this Agreement as Attachment A, Resolution, Ordinance, or Commissioners Court Order (Attachment A) for the improvement covered by this Agreement. A map showing the Project location appears in Attachment B, Project Location Map (Attachment B), which is attached to and made a part of this Agreement**.**

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as set forth in this Agreement, it is agreed as follows:

AGREEMENT

1. Period of the Agreement

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until the completed Project is accepted by the State or unless terminated as provided below.

Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

2. Scope of Work

The Project consists of design and construction for BU 287 left turn deceleration lane, right turn deceleration lane, and signal for future driveway (Saginaw Square Boulevard) located approximately 2,083 feet North of Bailey Boswell centerline.

3. Local Project Sources and Uses of Funds

A. The total estimated cost of the Project is shown in Attachment C, Local On-System Improvement Project Budget (Attachment C), which is attached to and made a part of this Agreement. The estimated funds from the Local Government are shown in Attachment C. The State will pay for no Project costs performed by or managed by Local Government under this Agreement.

B. Attachment C shows how necessary resources for completing the Project will be provided by major cost categories. These categories may include but are not limited to: (1) costs of real property (right of way); (2) costs of utility work; (3) costs of environmental assessment and remediation; (4) cost of preliminary engineering and design; (5) cost of construction and construction management; and (6) any other Project costs.

C. The Local Government shall be solely responsible for all of its costs associated with the Project provided for in this Agreement. The Local Government shall be responsible for cost overruns for the Project in excess of the estimated amount to be paid by the Local Government on Attachment C. The Local Government shall also be responsible for direct and indirect costs incurred by the State related to performance of this project if so indicated on Attachment C. If the State determines that the on-system improvements are of significant operational benefit to the State, the State may waive its direct or indirect costs. The State's waiver of its direct or indirect costs shall be indicated on Attachment C by showing the State as responsible for these costs. When the Local Government is responsible for the State's direct or indirect costs, the amount indicated on Attachment C is a fixed fee and not subject to adjustment except through the execution of an amendment to this Agreement.

D. Prior to the performance of any engineering review work by the State, the Local Government shall pay to the State the amount of direct and indirect State costs specified in Attachment C.

E. Whenever funds are paid by the Local Government to the State under this Agreement, the Local Government shall remit a check or warrant made payable to the "Texas Department of Transportation" or may use the State's Automated Clearing House (ACH) system for electronic transfer of funds in accordance with instructions provided by TxDOT's Financial Management Division. The funds shall be deposited and managed by the State and are not refundable.

F. The Local Government will begin construction on the Project within 6 months after execution of the Agreement.

G. The Local Government will complete construction and receive the State's acceptance of the project within 12 months after the date the State authorizes in writing for the Local Government to commence construction of the Project.

H. If the Local Government chooses not to or fails to complete the work once construction on the Project commences, the State may terminate this Agreement in accordance with paragraph 4.C. below. The State may address unfinished construction work as it determines necessary to protect the interests of the State, which includes returning the Project area to its original condition or completing the work using State forces or

contractors. The Local Government shall pay all costs incurred by the State under this provision.

4. Termination of this Agreement

This Agreement shall remain in effect until the Project is completed and accepted by the State, unless:

A. The Agreement is terminated in writing with the mutual consent of the parties;

B. The State terminates the Agreement in writing due to the Local Government's failure to comply with paragraphs 3.F or 3.G; or

C. The Agreement is terminated by one party because of a breach, in which case any cost incurred because of the breach shall be paid by the breaching party.

5. Amendments

Amendments to this Agreement due to changes in the character of the work, terms of the Agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written amendment. Amendments may not include the addition of State or Federal funds. If any funds other than Local Government funds are proposed, this Agreement must be terminated and a new agreement with appropriate terms and clauses executed in its place.

6. Remedies

This Agreement shall not be considered as specifying the exclusive remedy for any Agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

7. Architectural and Engineering Services

The Local Government has responsibility for the performance of architectural and engineering services. The engineering plans shall be developed in accordance with the applicable *State's Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges* and the special specifications and special provisions related to it. The Project design shall, at a minimum conform to applicable State manuals.

The State shall review the plans, specifications, and estimates provided by the Local Government upon completion or at any time deemed necessary by the State. Should the State determine that the complete plans, specifications, and estimates for the Project are not acceptable, the Local Government shall correct the design documents to the State's satisfaction. Should additional specifications or data be required by the State, the Local Government shall redesign the plans and specifications to the State's satisfaction. The costs for additional work on the plans, specifications, and estimates shall be borne by the Local Government.

8. Environmental Assessment and Mitigation

Development of a transportation project must comply with applicable environmental laws. The Local Government is responsible for:

A. The identification and assessment of any environmental problems associated with the development of the Project governed by this Agreement.

B. The cost of any environmental problem's mitigation and remediation.

C. Providing any public meetings or public hearings required for development of all required environmental documents and obtaining all required permits and approvals.
D. The preparation of documents required for the environmental clearance of the Project.

Before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances and approvals have been obtained.

9. Right of Way and Real Property

The Local Government shall acquire all required right of way and necessary right of entry for performance of the Project in accordance with applicable requirements of the Texas Department of Transportation Right of Way Manual, State law, and Federal law governing the acquisition of real property including but not limited to Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C.A. Section 4601 et seq. Right of way acquired for improvements to the state highway system shall be acquired in the name of the State. Local Government shall provide right of entry to State personnel and its authorized representatives to areas off the state highway system throughout the duration of the Project for the State to perform inspection and oversight of the Project.

10. Utilities

The Local Government shall be responsible for the adjustment, removal, or relocation of utility facilities for the Project in accordance with applicable State and Federal laws, regulations, rules, policies, and procedures, including any cost to the State of a delay resulting from the Local Government's failure to ensure that utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. The Local Government will not be reimbursed for the cost of required utility work. The Local Government must obtain advance approval for any variance from established procedures.

11. Compliance with Texas Accessibility Standards and ADA

Local Government shall ensure that the plans for and the construction of the Project are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

12. Construction Responsibilities

A. The Local Government shall advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of the Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. Project plans and specifications for improvements on the state highway system must be approved by the State prior to advertising for construction. Upon selection of a contractor and prior to commencing construction within the state highway system right of way, the Local Government shall request and obtain written authorization to commence construction of the Project from the State. The Local Government will supervise and inspect all work performed hereunder and provide such engineering inspection and testing services as may be required to ensure

that the construction is accomplished in accordance with the approved plans and specifications. All construction change orders impacting the proposed improvements, traffic control, environmental mitigation, or drainage on the state highway system require written pre-approval by the State prior to execution by the Local Government.

B. Upon completion of the Project, the Local Government will issue and sign a "Notification of Completion" acknowledging the Project's construction completion. A copy will be provided to the State prior to State's final acceptance of the improvements.

C. Prior to the State's acceptance of the improvements on the state highway system, Local Government shall furnish to the State written certification from a Texas Registered Professional Engineer that the Project was constructed in substantial compliance with the Project's plans, specifications, and quality assurance requirements.

13. Project Maintenance

After Local Government completion of the work and acceptance by the State, the State will be responsible for maintenance of the improvements within the state highway system right of way outside the boundaries of an incorporated city. This obligation may be fulfilled through other agreements signed by the State.

14. Notices

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government	State
Public Works Director City of Saginaw 333 West McLeroy Boulevard Saginaw, Texas 76179	Director of Contract Services Texas Department of Transportation 125 E. 11th Street Austin, Texas 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this Agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

15. Legal Construction

If one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

16. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party, and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

17. Ownership of Documents

Upon completion or termination of this Agreement, copies of all documents and data prepared under this Agreement by the Local Government for improvements within the state highway system right of way shall be provided to the State prior to State acceptance of the Project without restriction or limitation on their further use. The originals shall remain the property of the Local Government. At the request of the State, the Local Government shall submit any Project information required by the State in the format directed by the State.

18. Compliance with Laws

The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this Agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

19. Sole Agreement

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement's subject matter.

20. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred and engineering inspection and testing services performed under this Agreement and shall make such materials available to the State and the Local Government or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of completion of work defined under this Agreement or until any impending litigation or claims are resolved. Additionally, the State and the Local Government and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

21. Insurance

Before beginning work on the state highway system, the Local Government and its contractor performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on state right of way. Self-insurance documentation acceptable to the State may be substituted for all or part of the coverage's required for the Local Government. This coverage shall be maintained until all work on the state right of way is complete. If coverage is not maintained, all work on state right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

22. Pertinent Non-Discrimination Authorities

During the performance of this Agreement, the Local Government, for itself, its assignees, and successors in interest agree to comply with all applicable Federal and State nondiscrimination statutes and authorities.

Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

23. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this Agreement on behalf of the entity represented.

Each party is signing this agreement on the date stated under that party's signature.

THE STATE OF TEXAS	**THE LOCAL GOVERNMENT**
Signature	Signature
Kenneth Stewart Typed or Printed Name	Typed or Printed Name
Director of Contract Services Typed or Printed Title	Typed or Printed Title
Date	Date

Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

ATTACHMENT A
RESOLUTION, ORDINANCE, OR COMMISSIONERS COURT ORDER

Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

ATTACHMENT B
PROJECT LOCATION MAP



Legacy #	**02-1LOSA002**
District #	**02-Fort Worth**
Code Chart 64 #	**37250**
Project Name	**US287/Saginaw Square Blvd**

ATTACHMENT C
LOCAL ON-SYSTEM IMPROVEMENT PROJECT BUDGET
(Locally Funded and Performed Project)

The Local Government is responsible for 100% of the costs allocated to it as described below, including overruns.

Description	Estimated Costs	Subtotals
PROJECT PHASES: Work performed by the Local Government or its Consultant or Contractor		
Environmental	$2,075	
Right of Way	$	
Engineering	$41,500	
Utility Work	$	
Construction	$715,600	
Subtotal for Project Phases		$759,175
DIRECT STATE COSTS:	**Paid By: ☐ Local Government ☒ State**	
Environmental	$104	
Right of Way	$1	
Engineering	$2,075	
Utility Work	$1	
Construction	$50,092	
Subtotal for Direct State Costs		$52,273
INDIRECT STATE COSTS:	**Paid By: ☐ Local Government ☒ State**	
Subtotal for Indirect State Costs		$37,351
TOTAL ESTIMATED COST OF PROJECT		$848,799

N/A	Fixed price amount of payment by the Local Government to the State for the State's direct and indirect costs as stated in Article 3, C and D of the Agreement.

CITY OF SAGINAW RESOLUTION NO. 2021-2

A RESOLUTION OF THE CITY OF SAGINAW, TEXAS, CONFIRMING THE CITY'S FINANCIAL COMMITMENT TO FUND THE CONSTRUCTION OF CERTAIN U.S. 287/SAGINAW SQUARE BOULEVARD IMPROVEMENTS ("PROJECT") PURSUANT TO A LOCAL ON-SYSTEM IMPROVEMENT AGREEMENT ("LOSA"); IDENTIFYING THE FUNDING SOURCE FOR THE PROJECT; PROVIDING THAT THE CITY SHALL BE RESPONSIBLE FOR ANY COST OVERRUNS ASSOCIATED WITH THE PROJECT; AUTHORIZING THE MAYOR OF THE CITY TO EXECUTE THE LOSA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas, is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code and is authorized to execute the LOSA by approval of its City Council and signature by its duly elected Mayor; and

WHEREAS, the City of Saginaw has previously entered into a Chapter 380 Economic Development Agreement with the developer of The Square, which development necessitates the Project; and

WHEREAS, the City of Saginaw has committed funding of $759,175 in the agreement for design and construction for BU 287 left turn deceleration lane, right turn deceleration lane, and signal for future driveway (Saginaw Square Boulevard) located approximately 2,083 feet north of Bailey Boswell centerline (Construction); and

WHEREAS, the funding is committed to completing Construction first prior to expenditures on other City related projects within The Square development; and

WHEREAS, City of Saginaw will be responsible for cost overruns as stipulated in Paragraph 3. C. of the LOSA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, THAT:

1. The recitals set forth above are true and correct and are hereby incorporated into this Resolution as if set forth verbatim herein.

2. Mayor Todd Flippo, Mayor of the City of Saginaw Texas, is hereby authorized to execute the Local On-System Improvement Agreement governing the U.S. 287/Saginaw Square Boulevard Project.

PASSED, APPROVED AND EFFECTIVE THIS 5th DAY OF JANUARY, 2021.

APPROVED: _____

Todd Flippo, Mayor

ATTEST: _____

Janice England, City Secretary

APROVED AS TO FORM AND LEGALITY:

_____

Bryn Meredith, City Attorney

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (11)

Staff Contact: Rick Trice, P.E.
Director of Public Works

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

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

BACKGROUND/DISCUSSION:
On June 18, 2019, City Council authorized a Chapter 380 Economic Development Agreement with AM&JK Development, LLC. The agreement allowed for the repayment of expenses, up to one million dollars on a dollar for dollar basis related to the construction of certain infrastructure improvements within The Square development and within the right-of-way of Bus.-287.

On November 19, 2019, City Council authorized an amendment to the agreement allowing the City to enter into agreements with the City of Fort Worth and the Texas Department of Transportation to facilitate certain infrastructure projects related to the development. The cost associated with these agreements would reduce the total allowable reimbursements by the City on a dollar for dollar basis.

The proposed second amendment will require that all expenses related to the infrastructure improvements within TxDOT right-of-way be accepted by TxDOT and paid for through the use of reimbursement funds prior to any other reimbursements being eligible on a dollar for dollar basis. The expenses will include those identified in TxDOT's Local On-System Improvement Project Agreement (LOSA) and the costs of a third party inspection firm hired by the developer.

FINANCIAL IMPACT:
N.A.

RECOMMENDATION:
Staff recommends approval of Amendment No. 2 to the Chapter 380 Economic Development Agreement with AM & JK Development, LLC (The Square)

ATTACHMENTS:

Description

2nd Amendment to Chapter 380 Agreement

SECOND AMENDMENT TO CHAPTER 380
ECONOMIC DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF SAGINAW, TEXAS
AND AM&JK DEVELOPMENT, LLC

This Second Amendment to the Chapter 380 Economic Development Agreement ("Second Amendment") is made and entered into on this the 5th day of January, 2021, by and between the City of Saginaw, Texas ("City"), and AM & JK DEVELOPMENT, LLC, a Texas limited liability company ("Developer"). This Second Amendment incorporates all definitions, terms and provisions of the Original Agreement and the First Amendment as defined below, unless the Original Agreement and First Amendment are in express conflict with any provisions of this Second Amendment, in which case, this Second Amendment shall control. This Amendment shall be effective on the date which this Second Amendment is finally executed by both parties, unless further modified or amended by the parties.

R E C I T A L S

WHEREAS, City and Developer entered into that certain Chapter 380 Economic Development Agreement dated June 18, 2019 ("Original Agreement"); and

WHEREAS, City and Developer entered into that certain First Amendment to Chapter 380 Economic Development Agreement dated November 19, 2019 ("First Amendment"); and

WHEREAS, the Original Agreement contemplates the issuance of Grant Payments upon the occurrence of certain conditions precedent, as described in the Original Agreement; and

WHEREAS, the First Grant Payment is contemplated to be in an amount not to exceed one million dollars ($1,000,000.00), to be paid out by the City to the Developer on a dollar-for-dollar reimbursement basis for the actual cost to construct the Roadway Improvements, and the Second Grant Payment of five hundred thousand dollars ($500,000) no later than sixty (60) days after Completion of Construction of the Roadway Improvements; and

WHEREAS, the First Amendment provides that the amount of the First Grant Payment (and hence the total amount of the three Grant Payments) be reduced, on a dollar for dollar basis, by the total amount of the City's Direct Cost, as that term is defined in the First Amendment; and

WHEREAS, the parties now desire to enter into this Second Amendment to provide that the City's Direct Cost, together with (to the extent not already included in the City's Direct Cost) the costs identified in TxDOT's Local On-System Improvement Project Agreement ("LOSA") and the cost of a third party inspection firm hired by the Developer ("City's Total Cost"), be funded on a dollar-for-dollar basis by deducting the City's Total Cost from the Grant Payments; and, that the Developer shall not be entitled to seek reimbursement from any Grant Payments for any eligible work contemplated in the Original Agreement, until: 1) City's Total Cost has been deducted from the First Grant Payment and to the extent the First Grant Payment is insufficient to fund City's Total Cost, deducted from the Second Grant Payment; and, 2) the infrastructure improvements within TxDOT right-of-way contemplated to be funded by City's Total Cost, have been accepted by TxDOT; and

WHEREAS, City and Developer both desire to enter into this Second Amendment to approve the revisions to the Grant Payment amounts, as contemplated above.

NOW THEREFORE the Parties agree to amend the Original Agreement as amended by the First Amendment, as follows:

SECTION 1.

That the City's Total Cost shall be funded on a dollar-for-dollar basis by deducting the City's Total Cost from the Grant Payments in the manner described below; and, that the Developer shall not be entitled to seek reimbursement from any Grant Payments for any eligible work contemplated in the Original Agreement, until: 1) City's Total Cost has been deducted from the First Grant Payment and to the extent the First Grant Payment is insufficient to fund City's Total Cost, deducted from the Second Grant Payment; and, 2) the infrastructure improvements within TxDOT right-of-way contemplated to be funded by City's Total Cost, have been accepted by TxDOT. Once the amount of the First Grant Payment and to the extent necessary to fund City's Total Cost, the amount of the Second Grant Payment, is funded and the infrastructure improvements have been accepted by TxDOT, said Grant Payments reflected in the Original Agreement are reduced by the amount of the City's Total Cost. As a result of this reduction, the amount of the total of the Grant Payments contemplated in Section 5.1 of the Original Agreement shall also be reduced by the amount of the City's Total Cost.

SECTION 2.

Developer acknowledges City is in compliance with all its obligations under the Original Agreement, as previously amended and further hereby amended.

SECTION 3.

All other terms and conditions of the Original Agreement, as amended, remain in full force and effect.

EXECUTED on this 5th day of January, 2021.

CITY OF SAGINAW, TEXAS

By: _____
Todd Flippo, Mayor

ATTEST:

By: _____
Janice England, City Secretary

AM & JK Development, LLC,
a Texas limited liability corporation

By:_____

Name:_____

Title:_____

Date: _____

APPROVED AS TO FORM AND LEGALITY:

By: _____
Bryn Meredith, City Attorney

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (12)

Staff Contact: Gabe Reaume
City Manager

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:
Discussion regarding Salaries, Benefits, and a Salary Study Update

BACKGROUND/DISCUSSION:
Salaries, benefits, and employee retention will be discussed as well as a potential salary study update. Information regarding Police Department positions is included in the attachments.

FINANCIAL IMPACT:
N/A This is a discussion item.

RECOMMENDATION:
N/A This is a discussion item.

ATTACHMENTS:

Description

Memo from Police Chief Howell
PD Recruitment Retention Update
PD Step & Lateral Plans

SAGINAW POLICE DEPARTMENT

505 West McLeroy Boulevard ~ Saginaw, Texas 76179

(817) 232-0311 ~ (817) 847-5918 (fax) www.saginawpolice.org

DATE: January 5, 2021

TO: Gabe Reaume, City Manager

FROM: Lee Howell, Chief of Police

SUBJECT: Recruitment and Retention

Manpower numbers being critical to effective policing and crime control, it is vital that Saginaw PD remain competitive for qualified applicants in the DFW area. You may recall from a March ’19 memo and salary comparison study I provided that was also included in a Council presentation in the fall, how it is critical to the recruitment and retention of police officer applicants to keep salaries and benefits competitive with our public safety market area.

A 2019 PERF study showed 66% of departments nationwide had declining applicants. After events of 2020, this is now estimated to be much higher. In addition. Another study estimates 40% of officers who entered the profession within the last 5 years have already departed, turning to other jobs.

Since 2015 police positions have declined nationwide by 20,000 officers, mostly due to attrition. Younger applicants were seeking jobs in the private sector at a higher rate. Over the last two decades, the average age of a police officer has risen by 5 years while the average retirement age has gone lower by 5 years. Thirty years ago the average target age for retirement from law enforcement was 62. This has now been reduced to 57, and a 20-25 year career target goal has replaced a 30+ year career for those committed as law enforcement lifers.

Both COVID-19 and the reaction to the George Floyd incident have changed things yet again for the worse. At the pace we were receiving qualified applicants in the fall of 2019, we had projected being able to fill our open police officer positions by April of this year. Now applicants have plummeted again from an already reduced number. Since March ’20, we are getting fewer applications, and fewer *qualified* applicants. This is a market-wide problem and was reflected in a recent TCC basic peace officer academy class which graduated only 5 students. Out of 10 original students, 3 failed, and 2 more dropped out. An average class anytime in the last 20 years should have had 25 students and maybe one failure.

In addition to a rapidly shrinking applicant pool, the trend for at least a decade now has been for the larger and faster growing departments with bigger budgets who pay recruits to attend the academy - or have their own internal academies, to gobble up the majority of new applicants. Also, more than ever, tenured experience is at a premium. Several years ago large and mid-size agencies began paying experienced officers thru “lateral entry” incentives, taking the heart of our traditional applicant pool.

A 5 year experienced officer can apply with around 20 potential agencies we directly compete with that will pay an average of $10,000 more annually than we can. A few years ago there was a large tenured exodus from Saginaw PD when the lateral trend first started. Today, we face losing another round of experienced officers who have become marketable as the core of our patrol ranks reaches the 4 to 7 year mark. They can make career moves better for their future, not only making more money immediately, but also trimming years off their careers to retire at a higher pension.

We updated a survey of small to mid-size comparison agencies that we directly compete with to get a salary comparison by position/rank. Shutdowns and tax shortages have placed some cities at a budget shortfall, but many will still see pay rise by either COLA or step adjustments to maintain market competitiveness.

The survey shows we are competing not only for experienced applicants, but also with pay plans that have higher top out ranges, and “step plans” that accelerate officers through the range. Saginaw PD has a great reputation, quality personnel, and an attractive environment. We have been successful in hiring qualified experienced applicants in the last few years, and even had one return recently after leaving for greener pastures. However, very soon, we will seriously need to address range and rank compression in order to compete not only at entry level, but to also retain our experience and enhance the incentive to advance in rank.

We have recently examined our hiring and recruitment processes. We are advertising in several markets and added a new public safety job announcement periodical focused on minority candidates. We have implemented a written test as an additional assessment of potential success in a basic academy, and have streamlined the process for quality certified applicants when they present themselves. If we do not stay competitive at entry level, attract tenure with a plan that pays for experience, and continue to have a compressed pay scale that lacks pay incentive for retention or advancement, our applicant pool will dry up and the best and brightest of our experienced officers will seek employment elsewhere.

I recommend we commission the comprehensive salary and benefit market study and request it include a focus on developing a plan to decompress the pay ranges, bring tenured employees above midpoint, adjust rank ranges to reduce overlap, and allow for lateral entry of experienced officers in the most efficient, equitable and expedient manner possible.

SAGINAW POLICE DEPARTMENT

505 West McLeroy Boulevard ~ Saginaw, Texas 76179

(817) 232-0311 ~ (817) 847-5918 (fax) www.saginawpolice.org

DATE: January 5, 2021

TO: Gabe Reaume, City Manager

FROM: Lee Howell, Chief of Police

SUBJECT: Recruitment and Retention

Manpower numbers being critical to effective policing and crime control, it is vital that Saginaw PD remain competitive for qualified applicants in the DFW area. You may recall from a March ’19 memo and salary comparison study I provided that was also included in a Council presentation in the fall, how it is critical to the recruitment and retention of police officer applicants to keep salaries and benefits competitive with our public safety market area.

A 2019 PERF study showed 66% of departments nationwide had declining applicants. After events of 2020, this is now estimated to be much higher. In addition. Another study estimates 40% of officers who entered the profession within the last 5 years have already departed, turning to other jobs.

Since 2015 police positions have declined nationwide by 20,000 officers, mostly due to attrition. Younger applicants were seeking jobs in the private sector at a higher rate. Over the last two decades, the average age of a police officer has risen by 5 years while the average retirement age has gone lower by 5 years. Thirty years ago the average target age for retirement from law enforcement was 62. This has now been reduced to 57, and a 20-25 year career target goal has replaced a 30+ year career for those committed as law enforcement lifers.

Both COVID-19 and the reaction to the George Floyd incident have changed things yet again for the worse. At the pace we were receiving qualified applicants in the fall of 2019, we had projected being able to fill our open police officer positions by April of this year. Now applicants have plummeted again from an already reduced number. Since March ’20, we are getting fewer applications, and fewer *qualified* applicants. This is a market-wide problem and was reflected in a recent TCC basic peace officer academy class which graduated only 5 students. Out of 10 original students, 3 failed, and 2 more dropped out. An average class anytime in the last 20 years should have had 25 students and maybe one failure.

In addition to a rapidly shrinking applicant pool, the trend for at least a decade now has been for the larger and faster growing departments with bigger budgets who pay recruits to attend the academy - or have their own internal academies, to gobble up the majority of new applicants. Also, more than ever, tenured experience is at a premium. Several years ago large and mid-size agencies began paying experienced officers thru “lateral entry” incentives, taking the heart of our traditional applicant pool.

A 5 year experienced officer can apply with around 20 potential agencies we directly compete with that will pay an average of $10,000 more annually than we can. A few years ago there was a large tenured exodus from Saginaw PD when the lateral trend first started. Today, we face losing another round of experienced officers who have become marketable as the core of our patrol ranks reaches the 4 to 7 year mark. They can make career moves better for their future, not only making more money immediately, but also trimming years off their careers to retire at a higher pension.

We updated a survey of small to mid-size comparison agencies that we directly compete with to get a salary comparison by position/rank. Shutdowns and tax shortages have placed some cities at a budget shortfall, but many will still see pay rise by either COLA or step adjustments to maintain market competitiveness.

The survey shows we are competing not only for experienced applicants, but also with pay plans that have higher top out ranges, and “step plans” that accelerate officers through the range. Saginaw PD has a great reputation, quality personnel, and an attractive environment. We have been successful in hiring qualified experienced applicants in the last few years, and even had one return recently after leaving for greener pastures. However, very soon, we will seriously need to address range and rank compression in order to compete not only at entry level, but to also retain our experience and enhance the incentive to advance in rank.

We have recently examined our hiring and recruitment processes. We are advertising in several markets and added a new public safety job announcement periodical focused on minority candidates. We have implemented a written test as an additional assessment of potential success in a basic academy, and have streamlined the process for quality certified applicants when they present themselves. If we do not stay competitive at entry level, attract tenure with a plan that pays for experience, and continue to have a compressed pay scale that lacks pay incentive for retention or advancement, our applicant pool will dry up and the best and brightest of our experienced officers will seek employment elsewhere.

I recommend we commission the comprehensive salary and benefit market study and request it include a focus on developing a plan to decompress the pay ranges, bring tenured employees above midpoint, adjust rank ranges to reduce overlap, and allow for lateral entry of experienced officers in the most efficient, equitable and expedient manner possible.

City of KELLER

POLICE DEPARTMENT

The Keller Police Department is a community-driven, state and nationally accredited organization committed to excellence and partnering with the community to make Keller a better place to live, visit and conduct business.

The Police Officer Step Pay Plan is as follows:

Step	Hourly Rate	Annual Equivalent
1	$28.31	$58,884.80
2	$28.88	$60,070.40
3	$29.46	$61,276.80
4	$30.05	$62,504.00
5	$30.65	$63,752.00
6	$31.26	$65,020.80
7	$31.89	$66,331.20
8	$32.53	$67,662.40
9	$33.18	$69,014.40
10	$33.84	$70,387.20
11	$34.52	$71,801.60
12	$35.21	$73,236.80
13	$35.91	$74,692.80

The Lateral Officer pay will be based on TCOLE experience and internal equity.

Incentives: $2,500 sign-on for lateral officers

$2,500 relocation for selected candidates living > 75 miles from Keller Police Department

330 RUFE SNOW DRIVE • P.O. BOX 770 • KELLER, TEXAS 76244 • (817)431-1510 Fax (817)431-9388

Web: http://www.kellerpd.com • info@kellerpd.com

CITY OF FORT WORTH
LATERAL ENTRY OFFICER

$5,469/monthly* or $65,624/annually*, for 3-5 years' experience
$5,741/monthly* or $68,890/annually*, for 6+ years' experience

LEO class #6 starts Monday, July 8, 2019
APPLICATIONS ACCEPTED: March 18, 2019 - March 29, 2019
APPLY ON-LINE ONLY @: http://fortworthtexas.gov/hr

Requirements:

- At the time of application, each applicant must be actively employed as a full-time paid police officer for a municipal, county or state law enforcement agency. **
- Applicant must have a total of 3 years of active service for one or more municipal, county, or state law enforcement agencies that has at least 30 sworn police officers and handles a full array of urban police work (i.e., respond to all types of calls for law enforcement services).
- Applicants who work or worked for an agency that has fewer than 30 sworn police officers will be evaluated on a case-by-case basis.
- School or university law enforcement and Military police **do not** qualify for the Lateral Entry Officer (LEO) Academy.
- Each applicant will be required to pass a background investigation, medical examination, psychological examination, polygraph examination and a physical agility test (PAT)
- The Physical Agility test must be passed with a time not greater than 2 minutes and 34 seconds. The PAT will be administered from April 8th to April 11, 2019 between 7am -7pm.

Citizenship: Must be a U.S. Citizen at the time application.
Age: Applicants must be no less than 20 years, 6 months old and have not reached their 46th birthday at the time they apply.
License: Must present a valid driver's license and possess an acceptable driving record.
Veteran: Veterans must have received an Honorable discharge. ***A copy of your DD214-4 will be required.***
Education: Must have a high school diploma or a GED.

Compensation in Addition to Base Pay

Longevity Pay: $4 per month per the number of years of service with the City of Fort Worth, up to 25 years.

Education Incentive pay: Up to $300 per month, depending on certification and/or degree held.

Uniforms: Periodic uniform maintenance allowance provided.

Bilingual pay: Up to $125 per month upon successful completion of the Language Proficient Tests.

Benefits:
1) Three weeks paid vacation
2) Eight paid holiday
3) Personal paid holidays
4) Fifteen days sick leave
5) Seven days family sick leave
6) Military leave
7) Retirement fund
8) Credit Union
9) Health and life insurance

FOR MORE INFORMATION PLEASE CALL: 817-392-5575 or contact;

Bob Bolen Public Safety Complex
505 W. Felix Street
Fort Worth, TX 76115
Website: **backgroundunit@fortworthtexas.gov**

Human Resources Department
200 Texas Street
Fort Worth, TX 76102
Website: **http://fortworthtexas.gov/hr/**

*Approximate Amounts

** All out-of-state applicants being considered for the LEO Academy must complete the TCOLE Out-of-State Application process in conjunction with the hiring process. You must meet the minimum qualifications and complete the TCOLE Out-of-State Application process to qualify for the Fort Worth Police Department LEO Academy. Please contact **TCOLE at (512) 936-7700** to find out more information about what is required for their application. Applicants can also apply for the City of Fort Worth Police Department Trainee Academy, if they are not eligible for the LEO Academy.



City of North Richland Hills
Police Pay Plan
Effective 10/01/2019

STEP PLAN										
Grade	**Position**	**Title**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**
220	105	Police Officer	$59,756	$62,146	$64,631	$67,217	$69,906	$72,703	$75,610	$78,635

Grade	**Position**	**Title**	**Step 1**	**Step 2**	**Step 3**	**Step 4**
240	255	Police Sergeant	$84,952	$88,349	$91,884	$95,559

Grade	**Position**	**Title**	**Step 1**	**Step 2**	**Step 3**
250	345	Police Lieutenant	$100,004	$104,003	$108,165

Notes:

1. All changes to employee compensation and benefits are subject to annual authorization by the City Council through the budget approval process.
2. Merit or step increases may be authorized with acceptable performance evaluations.
3. A step increase does not entitle an employee to any future increase in pay.
4. Due to rounding, formula variations, and software variations figures on this pay plan may vary slightly from the figures utilized by the payroll system.

CITY OF BURLESON - PUBLIC SAFETY PAY STEP PLAN
FY 2019-2020 - Effective 10/1/19
Police and Fire Dept - Sworn Staff

POSITION(S)	1
Public Safety Recruit	$ 56,500.00
Duration	Until Sworn

POSITION(S)	1	2	3	4	5	6	7	8	9	10	11	12
Police Officer Firefighter	$ 61,500.00	$ 62,883.75	$ 64,298.63	$ 65,745.35	$ 67,224.62	$ 68,737.18	$ 70,283.76	$ 71,865.15	$ 73,482.12	$ 75,135.46	$ 76,826.01	$ 78,555.00
Duration	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year
Increase between steps	8.85% *(if a recruit)*	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%

POSITION(S)	1	2	3	4	5	6	7	8
Apparatus Operator	$ 74,400.00	$ 75,888.00	$ 77,405.76	$ 78,953.88	$ 80,532.95	$ 82,143.61	$ 83,786.48	$ 85,462.21
Duration	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year
Increase between steps		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

POSITION(S)	1	2	3	4	5	6	7	8
Fire Inspector	$74,600.00	$ 76,651.50	$ 78,759.42	$ 80,752.03	$ 82,770.83	$ 84,426.25	$ 86,114.77	$87,837.96
Duration	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year
Increase between steps		2.75%	2.75%	2.53%	2.50%	2.00%	2.00%	2.00%

POSITION(S)	1	2	3	4	5	6	7	8
Sergeant Lieutenant	$ 85,000.00	$ 87,125.00	$ 89,085.31	$ 90,956.10	$ 92,775.23	$ 94,630.73	$ 96,523.35	$98,454.00
Duration	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year
Increase between steps		2.50%	2.25%	2.10%	2.00%	2.00%	2.00%	2.00%

POSITION(S)	1	2	3	4	5	6
Battalion Chief	$ 101,200.00	$ 103,224.00	$ 105,288.48	$ 107,394.25	$ 109,542.13	$ 111,733.00
Duration	1 year	1 year	1 year	1 year	1 year	1 year
Increase between steps		2.00%	2.00%	2.00%	2.00%	2.00%

Officer in Charge Pay

Police Department
Long Term Assignment: Assignment pay paid bi-weekly at a flat rate the equivalent of 10% of person's assigned base step
Short Term Assignment: Assignment pay paid at 10% of person's assigned base step for the hours worked as Officer in Charge

Fire Department Temporary Assignment Matrix			
Position	Public Safety Step Pay	OIC Duty Position	Public Safety Step Pay
Firefighter	1-7	Apparatus Operator	1
Firefighter	8-9	Apparatus Operator	2
Firefighter	10	Apparatus Operator	3
Firefighter	11	Apparatus Operator	4
Firefighter	12	Apparatus Operator	5
Apparatus Operator	1-5	Fire Lieutenant	1
Apparatus Operator	6-7	Fire Lieutenant	2
Apparatus Operator	8	Fire Lieutenant	3
Fire Lieutenant	1-5	Battalion Chief	1
Fire Lieutenant	6-8	Battalion Chief	2

CITY OF SOUTHLAKE

City of Southlake, Texas
FY 2020 Pay Structure
Sworn Public Safety Personnel
Effective December 1, 2019

Classification Titles	Grade	FLSA	Pay Basis	Min	Mid	Max
Firefighter/EMT		NE	Annual:	$ 52,157.91	$ 56,130.87	$ 60,103.84
Firefighter Recruit		NE	Monthly:	$ 4,346.49	$ 4,677.57	$ 5,008.65
Police Officer Recruit	501	NE	Bi-weekly:	$ 2,006.07	$ 2,158.88	$ 2,311.69
			Hourly - Police (2080 hrs):	$ 25.0759	$ 26.9860	$ 28.8961
			Hourly - Fire (2912 hrs):	$ 17.9114	$ 19.2757	$ 20.6401
Municipal Court Officer		NE	Annual:	$ 64,623.65	$ 74,317.19	$ 84,010.74
FF/Paramedic		NE	Monthly:	$ 5,385.30	$ 6,193.10	$ 7,000.89
Front Desk Officer	502	NE	Bi-weekly:	$ 2,485.52	$ 2,858.35	$ 3,231.18
Police Officer		NE	Hourly - Police (2080 hrs):	$ 31.0691	$ 35.7294	$ 40.3898
School Resource Officer		NE	Hourly - Fire (2912 hrs):	$ 22.1922	$ 25.5210	$ 28.8498
Fire Prevention Officer		NE				
Fire Inspector		NE	Annual:	$ 86,531.06	$ 90,857.61	$ 95,184.17
Fire Driver / Engineer		NE	Monthly:	$ 7,210.92	$ 7,571.47	$ 7,932.01
Police Corporal	503	NE	Bi-weekly:	$ 3,328.12	$ 3,494.52	$ 3,660.93
			Hourly - Police (2080 hrs):	$ 41.6015	$ 43.6815	$ 45.7616
			Hourly - Fire (2912 hrs):	$ 29.7153	$ 31.2011	$ 32.6869
Fire Lieutenant		NE	Annual:	$ 98,039.69	$ 102,941.68	$ 107,843.66
Police Sergeant		NE	Monthly:	$ 8,169.97	$ 8,578.47	$ 8,986.97
	504		Bi-weekly:	$ 3,770.76	$ 3,959.30	$ 4,147.83
			Hourly - Police (2080 hrs):	$ 47.1345	$ 49.4912	$ 51.8479
			Hourly - Fire (2912 hrs):	$ 33.6675	$ 35.3509	$ 37.0342
Battalion Chief		NE	Annual:	$ 111,078.97	$ 116,632.92	$ 122,186.87
Police Captain		SAL	Monthly:	$ 9,256.58	$ 9,719.41	$ 10,182.24
	505		Bi-weekly:	$ 4,272.27	$ 4,485.88	$ 4,699.49
			Hourly - Police (2080 hrs):	$ 53.4034	$ 56.0735	$ 58.7437
			Hourly - Fire (2912 hrs):	$ 38.1453	$ 40.0525	$ 41.9598

NE: Non-Exempt
SAL: Salaried / Exempt

City of Sachse
FY19-20 Police Pay Plan
Effective 10/14/19

POSITION	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Police Recruit	Annual	$57,512.00							
	Monthly	$4,792.67							
	Biweekly	$2,212.00							
	Hourly	$27.65							
Police Officer	Annual	$60,756.80	$62,587.20	$64,459.20	$66,393.60	$68,390.40	$70,449.60	$72,571.20	$74,755.20
	Monthly	$5,063.07	$5,215.60	$5,371.60	$5,532.80	$5,699.20	$5,870.80	$6,047.60	$6,229.60
	Biweekly	$2,336.80	$2,407.20	$2,479.20	$2,553.60	$2,630.40	$2,709.60	$2,791.20	$2,875.20
	Hourly	$29.21	$30.09	$30.99	$31.92	$32.88	$33.87	$34.89	$35.94
Police Sergeant	Annual	$79,560.00	$83,740.80	$88,150.40	$92,788.80				
	Monthly	$6,630.00	$6,978.40	$7,345.87	$7,732.40				
	Biweekly	$3,060.00	$3,220.80	$3,390.40	$3,568.80				
	Hourly	$38.25	$40.26	$42.38	$44.61				
Police Lieutenant	Annual	$96,919.84	$102,020.88	$107,390.40					
	Monthly	$8,076.65	$8,501.74	$8,949.20					
	Biweekly	$3,727.69	$3,923.88	$4,130.40					
	Hourly	$46.60	$49.05	$51.63					

FY20 City of Grapevine
Pay Schedule for Public Safety Step Employees
All Pay Plans are subject to change annually due to Council-approved budget.

GRADE	POSITION	FLSA		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
PS01	***FIREFIGHTER	NE	ANN.	53,347.84	56,026.88	58,822.40	61,763.52	64,850.24	68,082.56	70,120.96	72,217.60		
			MO.	4,445.65	4,668.91	4,901.87	5,146.96	5,404.19	5,673.55	5,843.41	6,018.13		
			BI-WKLY	2,051.84	2,154.88	2,262.40	2,375.52	2,494.24	2,618.56	2,696.96	2,777.60		
			80 HOUR RATE	25.65	26.94	28.28	29.69	31.18	32.73	33.71	34.72		
			FIRE HOURLY	18.32	19.24	20.20	21.21	22.27	23.38	24.08	24.80		
PS02A	***PARAMEDIC RECRUIT	NE	ANN.	57,424.64	57,715.84								
			MO.	4,785.39	4,809.65								
			BI-WKLY	2,208.64	2,219.84								
			80 HOUR RATE	27.61	27.75								
			FIRE HOURLY	19.72	19.82								
PS02B	*POLICE RECRUIT	NE	ANN.	57,428.80									
			MO.	4,785.73									
			BI-WKLY	2,208.80									
			HOURLY	27.61									
PS02	**FF/EMT	NE	ANN.	56,638.40	59,463.04	62,433.28	65,607.36	68,839.68	72,275.84	74,459.84	76,702.08		
			MO.	4,719.87	4,955.25	5,202.77	5,467.28	5,736.64	6,022.99	6,204.99	6,391.84		
			BI-WKLY	2,178.40	2,287.04	2,401.28	2,523.36	2,647.68	2,779.84	2,863.84	2,950.08		
			80 HOUR RATE	27.23	28.59	30.02	31.54	33.10	34.75	35.80	36.88		
			FIRE HOURLY	19.45	20.42	21.44	22.53	23.64	24.82	25.57	26.34		
PS03	**FF/PARAMEDIC	NE	ANN.	60,299.20	63,336.00	66,497.60	69,825.60	73,320.00	76,980.80	79,289.60	81,660.80		
	**SUPPORT SRV TECH	NE	MO.	5,024.93	5,278.00	5,541.47	5,818.80	6,110.00	6,415.07	6,607.47	6,805.07		
	POLICE OFFICER	NE	BI-WKLY	2,319.20	2,436.00	2,557.60	2,685.60	2,820.00	2,960.80	3,049.60	3,140.80		
			POL HRLY	28.99	30.45	31.97	33.57	35.25	37.01	38.12	39.26		
			FIRE HRLY	20.71	21.74	22.84	23.98	25.17	26.43	27.23	28.05		
PS04	SR POLICE OFFICER	NE	ANN.						84,302.40	86,819.20	89,419.20		
			MO.						7,025.20	7,234.93	7,451.60		
			BI-WKLY						3,242.40	3,339.20	3,439.20		
			HOURLY						40.53	41.74	42.99		
PS04A	**DRIVER/ENGINEER	NE	ANN.			76,148.80	79,963.52	83,952.96	88,175.36	90,825.28			
			MO.			6,345.73	6,663.63	6,996.08	7,347.95	7,568.77			
			BI-WKLY			2,928.80	3,075.52	3,228.96	3,391.36	3,493.28			
			80 HOUR RATE			36.61	38.44	40.36	42.39	43.67			
			FIRE HOURLY			26.15	27.46	28.83	30.28	31.19			
PS04B	FIRE INSPECTOR/INVESTIGATOR	NE	ANN.							85,550.40	88,108.80	90,750.40	93475.20
	Revised Sept 1 2019		MO.							7,129.20	7,342.40	7,562.53	7789.60
			BI-WKLY							3,290.40	3,388.80	3,490.40	3595.20
			HOURLY							41.13	42.36	43.63	44.94

FY20 City of Grapevine
Pay Schedule for Public Safety Step Employees
All Pay Plans are subject to change annually due to Council-approved budget.

GRADE	POSITION	FLSA		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
PS05	POLICE SERGEANT	NE	ANN.						94,744.00	97,572.80	100,505.60		
			MO.						7,895.33	8,131.07	8,375.47		
			BI-WKLY						3,644.00	3,752.80	3,865.60		
			HOURLY						45.55	46.91	48.32		
PS06	**FIRE CAPTAIN ASSISTANT FIRE MARSHAL	NE	ANN.					99,486.40	102,460.80	105,539.20			
			MO.					8,290.53	8,538.40	8,794.93			
			BI-WKLY					3,826.40	3,940.80	4,059.20			
			AFM HRLY					47.83	49.26	50.74			
			CPT HRLY					34.16	35.19	36.25			
PS06A	POLICE LIEUTENANT	NE	ANN.						107,827.20	111,072.00			
			MO.						8,985.60	9,256.00			
			BI-WKLY						4,147.20	4,272.00			
			HOURLY						51.84	53.40			
PS08	**FIRE BATTALION CHIEF FIRE DIVISION CHIEF - EMS FIRE DIVISION CHIEF - PROF DEV TRAIN FIRE DIVISION CHIEF - FIRE MARSHAL	NE	ANN.				106,899.52	112,257.60	115,635.52	119,100.80			
			MO.				8,908.29	9,354.80	9,636.29	9,925.07			
			BI-WKLY				4,111.52	4,317.60	4,447.52	4,580.80			
			BAT CHIEF HRLY				36.71	38.55	39.71	40.90			
			DIV CHIEF HRLY				51.40	53.97	55.59	57.26			
PS08A	POLICE CAPTAIN TECHNICAL SERV CAPTAIN	EX EX	ANN.					120,469.70	124,083.70	127,806.12			
			MO.					10,039.14	10,340.31	10,650.51			
			BI-WKLY					4,633.45	4,772.45	4,915.62			

Paramedic Recruits will not be employed in that capacity more than 12 months and consequently will never move from Step A to Step B as a Recruit.

*Movement from Firefighter to FF/EMT or FF/Paramedic, or from Paramedic Recruit to FF/Paramedic, or from Police Recruit to Police Officer is a reclassification due to receipt of a certification; it is not a promotion which alters the employee's anniversary date.

The starting pay for newly promoted supervisors shall generally be set on the lowest step of the range of the promoted position which is a minimum of 5% above the highest paid subordinate.

Employees hired during FY19 may be placed on steps A or B in accordance with Fire department guidelines.

Employees hired during FY19 may be placed on steps A, B or C in accordance with Police department guidelines.

**NOTE - Fire steps are based on 2912 hrs/year

2019 Police Pay Schedule **City of Corinth** **FY 2019/2020 (Effective October 1, 2019)**

PAY GROUP	PAY BASIS	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
PD1R	A-2080 hours	Police Recruit	$ 51,792.00									
	M		$ 4,316.00									
	B		$ 1,992.00									
	H		$24.90									
PD1	A-2080 hours	Police Officer	$ 56,971.20	$ 58,676.80	$ 60,424.00	$ 62,233.60	$ 64,084.80	$ 65,998.40	$ 67,974.40	$ 70,012.80	$ 72,092.80	$ 74,235.20
	M		$ 4,747.60	$ 4,889.73	$ 5,035.33	$ 5,186.13	$ 5,340.40	$ 5,499.86	$ 5,664.53	$ 5,834.40	$ 6,007.73	$ 6,186.26
	B		$ 2,191.20	$ 2,256.80	$ 2,324.00	$ 2,393.60	$ 2,464.80	$ 2,538.40	$ 2,614.40	$ 2,692.80	$ 2,772.80	$ 2,855.20
	H		$ 27.39	$ 28.21	$ 29.05	$ 29.92	$ 30.81	$ 31.73	$ 32.68	$ 33.66	$ 34.66	$ 35.69
PD2	A-2080 hours	Police Corporal	$ 61,692.80	$ 63,523.20	$ 65,416.00	$ 67,371.20	$ 69,388.80	$ 71,468.80	$ 73,611.20	$ 75,816.00	$ 78,083.20	$ 80,412.80
	M		$ 5,141.06	$ 5,293.60	$ 5,451.33	$ 5,614.26	$ 5,782.40	$ 5,955.73	$ 6,134.26	$ 6,318.00	$ 6,506.93	$ 6,701.06
	B		$ 2,372.80	$ 2,443.20	$ 2,516.00	$ 2,591.20	$ 2,668.80	$ 2,748.80	$ 2,831.20	$ 2,916.00	$ 3,003.20	$ 3,092.80
	H		$ 29.66	$ 30.54	$ 31.45	$ 32.39	$ 33.36	$ 34.36	$ 35.39	$ 36.45	$ 37.54	$ 38.66
PD3	A-2080 hours	Police Sergeant	$ 78,228.80	$ 80,558.40	$ 82,971.20	$ 85,446.40	$ 88,004.80					
	M		$ 6,519.06	$ 6,713.20	$ 6,914.26	$ 7,120.53	$ 7,333.73					
	B		$ 3,008.80	$ 3,098.40	$ 3,191.20	$ 3,286.40	$ 3,384.80					
	H		$ 37.61	$ 38.73	$ 39.89	$ 41.08	$ 42.31					
PD4	A-2080 hours	Police Lieutenant	$ 90,875.20	$ 93,600.00	$ 96,408.00	$ 99,299.20						
	M		$ 7,572.93	$ 7,800.00	$ 8,034.00	$ 8,274.93						
	B		$ 3,495.20	$ 3,600.00	$ 3,708.00	$ 3,819.20						
	H		$ 43.69	$ 45.00	$ 46.35	$ 47.74						

Progression within the Pay Group in future fiscal years is contingent upon budget funding approved by City Council.

A = Annual
M = Monthly
B = Biweekly
H = Hourly

Public Safety Pay Plan FY2020

Grade	Job Title	Pay Basis	Minimum	Midpoint	Maximum
301	Police Recruit	Annual	$ 55,141		
		Monthly	$ 4,595.08		
		Biweekly	$ 2,120.81		
		Hourly	$ 26.5101		
305	Police Officer	Annual	$ 59,781	$ 68,360	$ 76,939
		Monthly	$ 4,981.75	$ 5,696.67	$ 6,411.58
		Biweekly	$ 2,299.27	$ 2,629.23	$ 2,959.19
		Hourly	$ 28.7409	$ 32.8654	$ 36.9899
308	Police Sergeant	Annual	$ 84,651	$ 89,542	$ 94,432
		Monthly	$ 7,054.25	$ 7,461.79	$ 7,869.33
		Biweekly	$ 3,255.81	$ 3,443.90	$ 3,632.00
		Hourly	$ 40.6976	$ 43.0490	$ 45.4000
310	Police Lieutenant	Annual	$ 98,645	$ 104,071	$ 109,496
		Monthly	$ 8,220.42	$ 8,672.54	$ 9,124.67
		Biweekly	$ 3,794.04	$ 4,002.71	$ 4,211.38
		Hourly	$ 47.4255	$ 50.0341	$ 52.6423

CLASSIFICATION PLAN FISCAL YEAR 2019-20

CITY OF WATAUGA, TEXAS

STEP PLAN - POLICE DEPARTMENT

JOB CODE	POSITION	FLSA	PAY FREQUENCY	PAY STEPS									
				STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GRADE: CS1													
PD 05-105	Police Officer Includes assignments to Patrol, Criminal Investigations, Traffic Enforcement, School Resource Officer, K9 & Training	NE	Annual	$ 56,584	$ 58,282	$ 60,030	$ 61,831	$ 63,686	$ 65,597	$ 67,565	$ 69,591	$ 71,679	$ 73,830
			Monthly	$ 4,715.35	$ 4,856.81	$ 5,002.52	$ 5,152.59	$ 5,307.17	$ 5,466.38	$ 5,630.38	$ 5,799.29	$ 5,973.27	$ 6,152.46
			Hourly (2080)	$ 27.20	$ 28.02	$ 28.86	$ 29.73	$ 30.62	$ 31.54	$ 32.48	$ 33.46	$ 34.46	$ 35.49
			Hourly (2223)	$ 25.45	$ 26.22	$ 27.00	$ 27.81	$ 28.65	$ 29.51	$ 30.39	$ 31.31	$ 32.24	$ 33.21
GRADE: CS2													
PD 05-128	Police Corporal Includes assignment to Patrol and Criminal Investigations	NE	Annual	$ 77,521	$ 79,847	$ 82,242	$ 84,709						
			Monthly	$ 6,460.08	$ 6,653.89	$ 6,853.50	$ 7,059.11						
			Hourly (2080)	$ 37.27	$ 38.39	$ 39.54	$ 40.73						
			Hourly (2223)	$ 34.87	$ 35.92	$ 37.00	$ 38.11						
GRADE: CS3													
PD 05-103	Police Sergeant Includes assignment to Patrol, Traffic Enforcement, Professional Standards and Criminal Investigations	NE	Annual	$ 88,945	$ 91,613	$ 94,362	$ 97,193						
			Monthly	$ 7,412.08	$ 7,634.45	$ 7,863.48	$ 8,099.38						
			Hourly (2080)	$ 42.76	$ 44.04	$ 45.37	$ 46.73						
			Hourly (2223)	$ 40.01	$ 41.21	$ 42.45	$ 43.72						
GRADE: CS4													
PD 05-102	Police Lieutenant	NE	Annual	$ 102,052	$ 105,114	$ 108,267	$ 111,515						
			Monthly	$ 8,504.33	$ 8,759.46	$ 9,022.25	$ 9,292.91						
			Hourly (2080)	$ 49.06	$ 50.54	$ 52.05	$ 53.61						
			Hourly (2223)	$ 45.91	$ 47.28	$ 48.70	$ 50.16						

Certification Pay

Certification	Amount Annual	Amount Bi-Weekly
TCOLE Intermediate	$ 300.00	$ 11.54
TCOLE Advanced	$ 600.00	$ 23.08
TCOLE Master	$ 900.00	$ 34.62

Advanced Degree	Amount Annual	Amount Bi-Weekly
Associate College Degree	$ 300.00	$ 11.54
Bachelor College Degree	$ 600.00	$ 23.08
Master College Degree	$ 900.00	$ 34.62

Annual pay is non cumulative

Effective October 1, 2019

CITY OF BENBROOK, TEXAS
CLASSIFICATION AND COMPENSATION MATRIX
FISCAL YEAR 2020-21

		ANNUAL PAY STEPS						
GRADE	CLASSIFICATION	1	2	3	4	5	6	7
49	City Manager	152,650.96	160,283.50	168,297.68	176,712.56	185,548.19	194,825.60	204,566.88
44	Assistant City Manager	119,606.83	125,587.17	131,866.53	138,459.85	145,382.84	152,651.99	160,284.59
43	Police Chief	113,911.26	119,606.83	125,587.17	131,866.53	138,459.85	145,382.84	152,651.99
43	Fire Chief	113,911.26	119,606.83	125,587.17	131,866.53	138,459.85	145,382.84	152,651.99
42	Public Services Director	108,487.29	113,911.66	119,607.24	125,587.60	131,866.98	138,460.33	145,383.35
42	Finance Director	108,487.29	113,911.66	119,607.24	125,587.60	131,866.98	138,460.33	145,383.35
40	EDC Director	98,400.35	103,320.37	108,486.39	113,910.71	119,606.24	125,586.55	131,865.88
40	City Secretary	98,400.35	103,320.37	108,486.39	113,910.71	119,606.24	125,586.55	131,865.88
38	Police Commander	89,252.99	93,715.64	98,401.42	103,321.49	108,487.57	113,911.94	119,607.54
38	Assistant Fire Chief	89,252.99	93,715.64	98,401.42	103,321.49	108,487.57	113,911.94	119,607.54
38	City Engineer	89,252.99	93,715.64	98,401.42	103,321.49	108,487.57	113,911.94	119,607.54
36	Police Lieutenant	80,954.75	85,002.49	89,252.62	93,715.25	98,401.01	103,321.06	108,487.11
36	Information Technology Director	80,954.75	85,002.49	89,252.62	93,715.25	98,401.01	103,321.06	108,487.11
35	EMS Chief	77,099.90	80,954.89	85,002.64	89,252.77	93,715.41	98,401.18	103,321.24
34	City Planner	73,428.47	77,099.90	80,954.89	85,002.64	89,252.77	93,715.41	98,401.18
34	Fire Captain	73,428.43	77,099.85	80,954.84	85,002.59	89,252.71	93,715.35	98,401.12
34 A	Fire Captain	64,841.83	68,083.92	71,488.11	75,062.52	78,815.65	82,756.43	86,894.25
34	Police Sergeant	73,428.43	77,099.85	80,954.84	85,002.59	89,252.71	93,715.35	98,401.12
33	Chief Building Official	69,931.92	73,428.51	77,099.94	80,954.93	85,002.68	89,252.81	93,715.45
32	Accounting Supervisor	66,601.71	69,931.79	73,428.38	77,099.80	80,954.79	85,002.53	89,252.66
32	Assistant IT Director	66,601.71	69,931.79	73,428.38	77,099.80	80,954.79	85,002.53	89,252.66
32	Street Maintenance Superintendent	66,601.71	69,931.79	73,428.38	77,099.80	80,954.79	85,002.53	89,252.66
32	Park Maintenance Superintendent	66,601.71	69,931.79	73,428.38	77,099.80	80,954.79	85,002.53	89,252.66
32	Police Administrative Manager	66,601.71	69,931.79	73,428.38	77,099.80	80,954.79	85,002.53	89,252.66
31	Police Detective/Corporal	63,429.62	66,601.10	69,931.15	73,427.71	77,099.10	80,954.05	85,001.76
31	Fire Lieutenant	63,429.62	66,601.10	69,931.15	73,427.71	77,099.10	80,954.05	85,001.76
31 A	Fire Lieutenant	56,023.58	58,824.76	61,766.00	64,854.30	68,097.01	71,501.86	75,076.95
30	Police Services Supervisor	60,409.38	63,429.84	66,601.34	69,931.40	73,427.97	77,099.37	80,954.34
30	Public Works Inspector	60,409.38	63,429.84	66,601.34	69,931.40	73,427.97	77,099.37	80,954.34
29	Fleet Maintenance Superintendent	57,532.79	60,409.43	63,429.90	66,601.40	69,931.47	73,428.04	77,099.44
29	Management Analyst	57,532.79	60,409.43	63,429.90	66,601.40	69,931.47	73,428.04	77,099.44
29	Marketing Coordinator	57,532.79	60,409.43	63,429.90	66,601.40	69,931.47	73,428.04	77,099.44
29	EDC Management Analyst	57,532.79	60,409.43	63,429.90	66,601.39	69,931.46	73,428.04	77,099.44
29	Police Officer	57,532.79	60,409.43	63,429.90	66,601.40	69,931.47	73,428.04	77,099.44
29	Fire Fighter/Paramedic	57,532.79	60,409.43	63,429.90	66,601.40	69,931.47	73,428.04	77,099.44
29 A	Fire Fighter/Paramedic	50,930.52	53,477.04	56,150.89	58,958.44	61,906.36	65,001.68	68,251.76
27	Property Custodian	52,183.56	54,792.74	57,532.37	60,408.99	63,429.44	66,600.91	69,930.96
27	Assistant City Planner	52,183.56	54,792.74	57,532.37	60,408.99	63,429.44	66,600.91	69,930.96
27	Community Development Coordinator	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
27	Building Maintenance Superintendent	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
27	Streets/Parks Crewleader	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
27	Combination Inspector	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
27	Senior Police Communications Specialist	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
27	Municipal Court Manager	52,183.58	54,792.76	57,532.40	60,409.02	63,429.47	66,600.95	69,930.99
26	Deputy City Secretary	49,698.82	52,183.76	54,792.95	57,532.60	60,409.23	63,429.69	66,601.17
26	EMS Billing Manager	49,698.82	52,183.76	54,792.95	57,532.60	60,409.23	63,429.69	66,601.17
25	Code Compliance Officer	47,332.48	49,699.10	52,184.05	54,793.26	57,532.92	60,409.57	63,430.04
24	Fleet Maintenance Mechanic	45,078.28	47,332.19	49,698.80	52,183.74	54,792.93	57,532.57	60,409.20
24	Police Communications Specialist	45,078.28	47,332.19	49,698.80	52,183.74	54,792.93	57,532.57	60,409.20
24	Deputy Court Clerk	45,078.24	47,332.15	49,698.76	52,183.70	54,792.88	57,532.53	60,409.15
23	Animal Control Officer	42,932.54	45,079.16	47,333.12	49,699.78	52,184.77	54,794.00	57,533.70
23	Administrative Clerk	42,932.52	45,079.15	47,333.10	49,699.76	52,184.75	54,793.98	57,533.68
23	Permit Clerk	42,932.54	45,079.16	47,333.12	49,699.78	52,184.77	54,794.00	57,533.70
23	Field Service Worker, Senior	42,932.54	45,079.16	47,333.12	49,699.78	52,184.77	54,794.00	57,533.70
22	Fire Fighter/EMT	40,888.03	42,932.43	45,079.05	47,333.00	49,699.65	52,184.63	54,793.86
22 A	Fire Fighter/EMT	36,119.28	37,925.25	39,821.51	41,812.59	43,903.22	46,098.38	48,403.30
22	Accounting Clerk/Deputy Court Clerk	40,888.03	42,932.43	45,079.05	47,333.00	49,699.65	52,184.63	54,793.86
22	Field Service Worker	40,888.03	42,932.43	45,079.05	47,333.00	49,699.65	52,184.63	54,793.86

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (13)

Staff Contact: Gabe Reaume
City Manager

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:
Discussion of Future Facility and Bond Project Planning

BACKGROUND/DISCUSSION:
Based on feedback from the City Council, staff recommends the following bond propositions for discussion and consideration:

Street Improvement Projects-$36.3M (Please note: these projects could be 50% match eligible through Tarrant County)

New Library/Senior Center Complex-$28M

Parks Improvements-$4M

Bond Package Grand Total-$68.3 M

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
N/A

ATTACHMENTS:

Description

Proposed Library-Senior Center Site Plan



SAGINAW LIBRARY + SENIOR CENTER SITE PLAN

- A NEW TREES
- B PRESERVED TREES
- C GREAT LAWN
- D CHILDREN'S DISCOVERY GARDEN
- E PLAZA
- F COLONNADE
- G ENTRY
- H DRIVE-UP BOOK DROP
- I TOTAL PARKING 180 SPACES
- J SECONDARY ACCESS
- K PORT COCHERE / DROP-OFF
- L PARALLEL PARKING
- M HIKE AND BIKE PROMENADE
- N PEDESTRIAN CROSSWALK
- O CITY PARK
- P CITY HALL
- Q CURRENT LIBRARY

City of Saginaw

Meeting Date: 1/5/2021

Agenda Items: (14)

Staff Contact: Gabe Reaume
City Manager

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:
Presentation regarding 2020 Work Plan

BACKGROUND/DISCUSSION:
City Manager Reaume will give a presentation regarding the 2020 Work Plan.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
N/A

ATTACHMENTS:

Description

Work Plan Memo
Work Plan Graphic
2020 Recap

City of Saginaw

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Saginaw, Texas 76179
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December 29, 2020

Mayor and Council,
It is my privilege to update you on the good work we have accomplished together through all of the challenges 2020 has brought upon us. None of this is possible without the dedicated and often unrecognized efforts of our city employees. You might recall our core values, which were identified as part of a citywide effort a couple of years ago. These values are embodied by the acronym PRIDE: **P**rofessionalism, **R**esponsiveness, **I**ntegrity, **D**edication, and **E**fficiency. Our employees consistently showcase the best Saginaw has to offer each and every day in public service.

I would also like to recognize and express my thanks for the steady guidance and advice of City Attorney Bryn Meredith. Additionally, Kimley-Horn continues to serve our city's needs well while we navigate through growth and redevelopment.

Goal 1: Maintain a Financially Sound City Providing Superior Services

Economic Development Framework

Progress continues in economic development. The City created its first public improvement district in 2020 and will likely create another district to support the BeltMill mixed-use development in 2021. The City Council has received a number of updates on tax increment financing, public improvement districts, and retail recruitment/data analytics over the course of the year. The building improvement grant program has built upon the success of its first year. Economic development updates and a newsletter distribution list continue to grow in scope and reach.

City Facilities Master Plan

Using an ultimate service population of approximately 35,000 with the staff necessary to serve that population as a guide, a number of future facility decisions have been planned.
BRW Architects was engaged on 6/16/20 to design a new Central Fire Station located at Amber and McLeroy after a competitive RFP selection and interview process. Steele and Freeman was selected as Construction Manager at Risk (CMAR) on 9/1/20.
Future facility needs, as prioritized by the Citizens Bond Committee, are anticipated to be brought to voters for approval in May 2021. These include a new library and senior center, as well as a renovation of the existing library facility for additional space needs.

Citywide Services and Staffing

Given the unprecedented number of retirements facing the organization, preparing the next generation of leadership across all departments has become a critical endeavor. A number of staff changes have been made to promote long-term succession planning. The City Council funded a tuition reimbursement program in FY20 which is just now seeing employees take advantage of this opportunity.

Succession planning efforts include:

- Retaining promising interns as full time Management Analysts to support various operating departments.
- Internal promotions of FD Captains, Lieutenants, and Drivers; PD Sergeants and Corporals; Public Works Utilities Manager and creation of dedicated divisional Water and Wastewater Crew Leader positions.
- Randy Newsom and Russell Ragsdale have been identified as future department heads.

After an open RFQ process, HUB International was retained for benefits consulting services. Savings in their first year culminated in a guaranteed rate with a new provider and a flat rate fee structure that essentially paid for itself when compared to the previous benefits consultant arrangement.
The Fire Department successfully migrated fire dispatch services through the City of Fort Worth, creating an important synergy of services that has immediately improved service delivery and response capabilities. Further, the addition of Joe Laster as Emergency Management Coordinator has proven to be an outstanding addition.
Both the Police Department and Public Works Department are continuing progress on standards-based best practices accreditation programs.

Long Range Financial Plan
With the City Council's adoption of formal financial management policies as a guide, a long range financial plan was completed with the guidance of Lewis McLain. This plan will serve as a reference for growth in both revenues, expenditures, staffing, and tax rate implications. This effort has also fiscally constrained discussions for a future large and comprehensive bond election anticipated to come before voters in May 2021.

Code of Ordinance Updates
A number of ordinances have been reviewed and revised as necessary over the past year. Many of these are land use related, such as game room restrictions, development standards, SUP requirements for long-term parking and car wash facilities, and an update of the residential rental inspection program ordinance. Future development related ordinance reviews are anticipated as part of a 2021 comprehensive plan project update.

Goal 2: Improve Mobility and Traffic Flow
Multi-use Trail/Bike Lane System Master Plan
Identification of a comprehensive trail system has been included in the scope of a Parks Master Plan update approved by the City Council on 11/3/20. Staff has identified future opportunities for trail opportunities located at the old gun range property off of Blue Mound Rd. (currently in the process of being acquired from EMS ISD) and along the east railroad tracks north of McLeroy. Sidewalk projects have received increased attention in the past year, including a "safe route to school" project near Saginaw Elementary.

Traffic Signal Synchronization Plan
TXDOT has initiated fiber infrastructure installation from 820 extending north to upgrade all signals on the Business 287 corridor. Based on the city's preference and funding commitment, the McLeroy at Saginaw Boulevard signal will be replaced and upgraded within the next year. City funds for this project will be redirected to other streets as TXDOT intends to fully fund the project. Synchronization and advanced monitoring will occur as signals are replaced over the next few years.

Knowles Drive Project
The engineering and design for a complete reconstruction of Knowles Drive was approved on 3/3/20 for all phases. It is anticipated this will be finished in early 2021 in preparation for a May 2021 bond election. This project would be eligible for matching funds from Tarrant County should voters approve a countywide mobility bond in November 2021.

East McLeroy Project
Curb and gutter replacements were completed along East McLeroy in the summer of 2020 in preparation for a full depth asphalt reconstruction and overlay from Sansom Blvd. to Blue Mound Rd. The reconstruction contract was approved with Tarrant County in July 2020. Work is underway and should be completed early in 2021. This project is being funded with street maintenance fund sales taxes.

Goal 3: More Beautiful, Livable Community
Code Enforcement/Compliance
There have been three code enforcement updates to the City Council this year. In February, a one year update was given on the residential rental inspection program. In September, another residential rental inspection update was given along with updated program guidelines and ordinance changes.
Code staff updated the City Council on year-long minimum property standards efforts specific to the Saginaw Boulevard commercial corridor on 12/1/20. It is anticipated commercial property standards work will carry forward into 2021.

Parks Master Plan (including ADA Assessment) and Development
To prepare for future grant opportunities and parks renovations and enhancements, the City Council approved a Parks Master Plan update on 11/3/20. The Parks Board will help guide this effort which will identify and prioritize areas for future improvements.

Saginaw Boulevard Overlay District
An overlay district specific to Saginaw Boulevard was adopted on 11/5/19. The enhanced design criteria and land use restrictions in the district will be applied to future developments, including The Square, which will be located north of Walmart.

Goal 4: Develop Vibrant Activity Center/Major Corridors
National Guard Armory: Relocating
On 11/3/20, the City Council directed the City Attorney to work on a future engagement with a federal-level lobbyist to outline steps necessary for the potential relocation of the National Guard facility.

Municipal Center Master Plan (Bond Program)
The concept of a "municipal center" and corresponding streetscape was presented as part of a facilities assessment in March 2019. The City Council purchased the former Starnes property to accommodate a future library and senior center. Further, the corner of Amber and McLeroy will house the new Central Fire Station being designed. Should voters approve future facilities and street improvements, this overall concept will be constructed to create a unique sense of place along the McLeroy corridor leading in to Willow Creek Park.
A conceptual rendering of a future library/senior center complex and plaza is anticipated in early 2021. This will be used for future informational May 2021 bond project communications.

Cranz Farm Master Plan for Mixed-Use Development
The former Cranz Farm property was designed as a master planned development over the past 2 years. The project has been branded as BeltMill. Zoning entitlements were approved by the City Council after several staff and consultant modifications on 10/20/20. It is anticipated a public improvement district will be established to fund a number of public amenities including streets, connected trails, and parks and open spaces in 2021.

Goal 5: Expand Community Quality of Life Amenities

Community Policing
Chief Howell gave a departmental update on 2/4/20. The Citizens Police Academy remains strong and plans are to continue community outreach efforts. The department is looking at mental health services through a partnership with Tarrant County.

Senior Center Plan: Needs Assessment
Senior programs have been directly impacted by COVID-19. A future senior center proposition will likely be brought to voters in May 2021 with a facility of at least 10,000 square feet. Future programming will target both "active", fitness-based programming as well as traditional activities.

Quality of Life Bond Package (Multi-Year Implementation)
Bond program preparation has been a steady theme of 2020. While initially planned for May 2020, the City Council found it prudent to wait until May 2021. The issuance of CO's for fire station construction saved the city hundreds of thousands of dollars due to favorable interest rates and a favorable bid environment. Staff across all departments have thoughtfully and skillfully prepared a number of projects that will be ready for timely delivery over a multi-year horizon should voters approve in May 2021. Underlying all of these efforts is a long term financial plan that outlines capacity and an ability to make these projects a reality in a fiscally constrained and financially prudent manner.

- Knowles Drive design will finish in early 2021. North Old Decatur will finish design in a similar timeframe.
- North Old Decatur, the intersection of Boaz and Old Decatur, and the intersection of Industrial and Blue Mound are in varying stages of design in preparation for funding and a quick delivery. We find ourselves in a favorable financial position to execute, especially considering the potential for participation from Tarrant County.
- A conceptual rendering of a future library/senior center complex and plaza will be ready for bond informational purposes in early 2021. The Library Board has met with architects to begin to articulate needs and desires in a future facility.
- Concurrent with the Parks Master Plan update, staff will work with the Parks Board to recommend funding prioritization for future parks projects. With the resounding success and positive reception of the new Willow Creek Station playground as a backdrop, future parks improvements will be prove to be very exciting.

In closing, we are excited for 2021 as we press on toward the long term goals of the City Council and betterment of the city for all in mind.

I love Saginaw, TX!
Gabe Reaume
City Manager

2020 Work Plan

1 Maintain a Financially Sound City Providing Superior Services

- BRW Architects designed a new Central Fire Station located at Amber and McLeroy Boulevard; Steele & Freeman was selected as CMAR.
- The first Public Improvement District was created and we are on track to create another district to support the BeltMill mixed-use development; many code of ordinance updates have occurred this year and will continue to develop in 2021 for future development.
- A number of staff changes have been made to promote long-term succession planning: retaining promising interns as full time management analysts, identifying future department heads, promoting internally, funding tuition reimbursement programs, and creating new positons.
- HUB International was retained for benefits consulting services; Savings in their first year culminated in a guaranteed rate with a new provider and a flat rate fee structure that essentially paid for itself when compared to the previous benefits consultant arrangement.
- The Fire Department successfully migrated fire dispatch services through the City of Fort Worth and the Management Coordinator has proven to be an outstanding addition.
- Both the Police Department and Public Works Department are continuing progress on standards-based best practices accreditation programs.
- A long range financial plan was completed with the guidance of Lewis McLain; future large and comprehensive bond elections are anticipated on 2021.
- The Citizens Bond Committee generated priorities which will be brought to voters for approval in May 2021. (New Library and Senior Center & Renovations on existing library facilities for additional space needs)



2 Improve Mobility and Traffic Flow

- A comprehensive trail system has been included in the scope of a Parks Master Plan update. Future trail opportunities include: the old gun range property of off of Blue Mound Rd. and along the East railroad tracks north of McLeroy.
- Knowles Drive will be completely reconstructed as approved on 3/3/20. Anticipated completion date is set to be around early 2021 in preparation for the May 2021 bond election. This project will be eligible for matching funds from Tarrant County if passed by county voters.
- The reconstruction of East McLeroy from Sansom Blvd. to Blue Mound Rd. was approved with Tarrant County in July 2020 and should be completed in early 2021. Curb and gutter replacements have already been completed.

3 A More Beautiful, Livable Community

Code Enforcement/Compliance

- Has presented to City Council three times this year in regards to their endeavors to grow the Rental Inspection program, update its program guidelines and ordinance changes, and incorporate minimum property standards efforts specific to the Saginaw Boulevard commercial corridor. Anticipated commercial property standards will continue in 2021.

Parks Master Plan (ADA) and Development

- A Parks Master Plan update was approved on 11/03/2020 to prepare for future grant opportunities and parks renovations and enhancements. The Parks board will help guide this effort which will identify and prioritize areas for future improvements.

Saginaw Boulevard District

- On 11/05/2019 an overlay district specific to Saginaw Boulevard was adopted. The enhanced design criteria and land use restrictions in the district will be applied to future developments, including the Square, which will be located North of Walmart.

4 Develop Vibrant Activity Center/Major Corridors

- Potentially relocate the National Guard Facility.
- A potential "municipal center" has been planned if voters decide to approve future facilities and street improvements; this will include the Central Fire Station, Plaza, Library and Senior Center.
- We anticipate that a PID will be established to fund a number of public amenities i.e. streets, connected trails, parks, and open spaces for the BeltMill master planned development in 2021.

5 Expand Community Quality of Life Amenities

Community Policing

The Citizens Police Academy remains strong and plans to continue community outreach.

The Department is looking at mental health services through a partnership with Tarrant County.

Senior Center Plan

A future senior center proposition will most likely be brought to voters in May 2021 with a facility of at least 10,000 sq. ft. Future programs will target both "active" fitness-based programming and traditional activities.

Quality of Life Bond Package

Knowles Drive design will finish in 2021; North Old Decatur will finish design in a similar timeframe.

North Old Decatur, and the intersections of Boaz and Old Decatur and Industrial and Blue Mound are in varying stages of design in preparation for funding and a quick delivery.

A conceptual rendering of a future library/senior center complex and plaza will be ready for bond informational purposes in early 2021.

Staff will work with the Parks Board to recommend funding prioritization for future parks projects.

SAGINAW

ACHIEVING OUR GOALS

Financially Sound & Superior Services

#1



Master Plan :
35,000
Service Build Out



1st PID

Continued Building Improvement Grants

Long Range Financial Plan w/Lewis McLain

Fire Dispatch Services w/ Fort Worth





Long term Succession Planning

Internships & Promotions

Improved Mobility & Traffic Flow

#2

Traffic Signal Synchronization Plan

1..2..GO



"Safe Route to School"



Multi-use Trail/
Bike Lane System Master Plan

Along Old Gun Range Property off of Blue Mound Rd. (currently being acquired from EMS ISD) & east railroad tracks north of McLeroy.



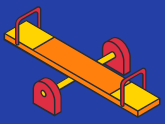
Knowles Dr. Project

- Engineering/Design Completion Early 2021
- May 2021 Bond Election
- November 2021 Tarrant County Mobility Bond vote

E. McLeroy Project

- Curb/Gutter Replacement Completed Summer 2020
- Full Depth Asphalt Reconstruction and Overlay
- Completion Early 2021

#3 More Beautiful & Livable Community



Overlay District on Saginaw Blvd

Setting expectations for development projects through esthetic guidelines.



Parks Master Plan

Future Grant Opportunities
Led by Parks Board along with

ADA Assessment



Code Enforcement Compliance

Updates to Residential Rental Inspection Program

Vibrant Activity Center & Corridors

#4



National Guard Armory Relocation

Preparing Future Engagement w/ Federal Lobbyist



Municipal Center Master Plan

- Fire Station
- Library
- Senior Center

Needing Bond Approval

Belt Mill Urban Development with Anticipated use of Public Improvement District

Expand Community Quality of Life Amenities

#5



Needing Assessment:
COVID-19 & Long Term Facility Planning

Community Policing & Mental Health Outreach



Quality of Life Bond Package (Multi-Year Implementation)

- While initially planned for May 2020, the City Council found it prudent to wait until May 2021.
- The issuance of CO's for fire station construction saved the city hundreds of thousands of dollars due to favorable interest rates and a favorable bid environment.