

City Council Agenda

SAGINAW CITY COUNCIL NOTICE OF MEETING

Meeting and/or Executive Session Agenda

6:00 PM - Tuesday, September 21, 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--Valerie Junkersfeld, Mayor Pro-Tem

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 Ronnie Mills, Kingdom Chapel

(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, September 7, 2021--Janice England, City Secretary

(b) Action regarding increasing the General Fund Emergency Reserve Balance by \$350,000 and the Enterprise Fund Emergency Reserve Balance by \$200,000 to comply with Financial Management Policies--Kim Quin, Finance Director

(c) Action regarding Cancellation of October 5, 2021 City Council Meeting--
Janice England, City Secretary

- (5) Update on Retail Recruitment Efforts--Aaron Farmer, The Retail Coach
- (6) Consideration and Action Regarding Approval of a Replat for Lot 1R and Lot 2, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey--Rick Trice, P.E., Director of Public Works
- (7) PUBLIC HEARING - Consideration and Action regarding a Request for a Specific Use Permit to allow the operation of a Tobacco Shop on Property Located at 128 N. Saginaw Boulevard, Suite # 100 (Lot 2, Block 1, Gray Addition) (Ordinance No. 2021-21)--Rick Trice, P.E., Director of Public Works (Note: This item was tabled at the 8-16-2021 City Council Meeting.)
- (8) PUBLIC HEARING - Consideration and Action regarding a Request for a Specific Use Permit to Allow the Operation of a Tobacco Shop on Property Located at 1029 N. Saginaw Boulevard, Suite # E-7 (Lot ARA, Block 1, Saginaw North Addition) (Ordinance No. 2021-22)--Rick Trice, P.E., Director of Public Works
- (9) Consideration and Action regarding Memo of Understanding (MOU) with Eagle Mt.-Saginaw Independent School District regarding possible Natatorium--Patrick Farr
- (10) Public Hearing - Presentation of Revised Budget for Fiscal Year 2020-2021--Kim Quin, Finance Director
- (11) Consideration and Action regarding Resolution No. 2021-22, Adoption of Revised Budget for Fiscal Year 2020-2021--Kim Quin, Finance Director
- (12) Consideration and Action regarding Engagement Letter with P3Works, LLC for Tax Increment Reinvestment Zone (TIRZ) Administration Services for City of Saginaw TIRZ No. 1--Gabe Reaume, City Manager
- (13) **Executive Session--The 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

(14) Adjournment--Valerie Junkersfeld, Mayor Pro-Tem



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Janice England
City Secretary

Agenda Items: (4)(a)

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:

Action regarding Minutes, September 7, 2021

BACKGROUND/DISCUSSION:

The minutes of the City Council Meeting held on September 7, 2021 are presented for consideration.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

Description

Minutes, 9-07-2021

**CITY OF SAGINAW
CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 W. MCCLEROY BLVD.
SEPTEMBER 7, 2021**

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Junkersfeld
Councilmember	Charles Beasley
Councilmember	Charles Tucker
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Larry Collister
City Manager	Gabe Reaume
Asst. City Manager	Dolph Johnson
Finance Director	Kim Quin
City Secretary	Janice England
Police Chief	Lee Howell
Asst. Police Chief	Russell Ragsdale
Fire Chief	Doug Spears
Director of Public Works	Rick Trice, P.E.
Director of Human Resources	Melanie McManus
Dir. of Comm. & Eco. Dev.	Keith Rinehart
Library Director	Ellen Ritchie
Police Officer	Steven Schrock

Absent from the meeting:

Councilmember	Nicky Lawson
City Engineer	Andrew Simonsen, P.E.

Visitors at the meeting:

Jessica N.	Timothy Soto
Dennis Hudson	Paul Felegy
Trey Harper	Amanda Wilson-Harper
Whitney Berry	Kelly Stewart
Michelle Elbers	Jeff Bulla
Carmen Drake	Karen Fuller

(1) Call to Order

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

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

Pastor Dennis Hudson of Saginaw Park Baptist Church gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, August 16, 2021

b. Action regarding Purchase of One (1) 2021 Chassis Mount Animal Control Unit for the Animal Services Department

Summary: In July 2021 the City Council approved the purchase of a new 2500 Chevrolet Truck for the Animal Services Department. This vehicle replaced a 2005 Dodge ½ ton truck with over 106,000 miles and numerous mechanical issues. The vehicle chassis mount Animal Control Unit is an animal storage compartment that is mounted on the back of the truck and will house up to six (6) animals. The quote for this item was not received in time to include with the initial truck purchase. The existing Dodge truck chassis mount is smaller and the old unit will not fit on the new truck. The unit was ordered in July but has not been purchased or installed. The financial impact will be \$19,474 including installation. Funds to cover this expenditure are available in the General Fund-Fund Balance.

c. Action regarding Purchase of Festive Trumpet with Stars and Happy Holiday Animated LED Decoration Christmas Light Display

Summary: On August 9, 2021 the Keep Saginaw Beautiful Committee (KSB) and the Advisory Recreation and Parks Board held a joint workshop to review options for Christmas light displays. KSB committed up to \$30,000 in matching funds toward the purchase of Christmas light displays. Three options were considered with the top choice being the 64'Wx47'H Festive Trumpet with Stars and Happy Holiday animated LED Decoration pending costs. On August 23, 2021, the Advisory Recreation and Parks Board held a special called meeting. The agenda included an item to discuss the selection and recommendation for the purchase of Christmas decorations to be used to supplement and enhance the City's annual Christmas light displays. The Board voted unanimously to recommend approval of the purchase of the Festive Trumpet with Stars and Happy Holiday animated LED Decoration in the amount of \$55,231.20. Funding in the amount of \$27,615.60 will come from the Parks Donation Fund and from the Beautification Donation Fund. Funds are available in both accounts.

d. Action regarding Resolution No. 2021-21, Annual Approval of Investment Policy

Summary: Chapter 2256 of the Government Code, also known as the "Public Funds Investment Act" requires the City to have a written investment policy that must be reviewed annually by the governing body. The policy was last revised September 3, 2019. The proposed policy has been reviewed by the Investment Committee which is comprised of the Mayor, City Manager, Asst. City Manager, and Finance Director. The Committee met recently and made one revision to the policy by removing the Asst. City Manager and adding the Financial Analyst to the Investment Committee. The Investment Committee recommends approval of Resolution No. 2021-21, Investment Policy.

e. Action regarding Approval of the purchase of new hardware/software for check payment processing

Summary: During a forensic audit and evaluation of the City's finance system, an area of vulnerability identified was at the connection from the check processing software to the utility billing application. When the weakness was identified, the City discontinued use of the current check processing software. Since that time, City Staff has been entering check payments into the system manually and sending checks to the bank with the daily deposit. This request is to purchase a new check processing system that will be secure and not vulnerable to the same weaknesses as the former system, and much more efficient than the current manual entry process. The initial cost of the hardware and software is \$2,964 with an annual, recurring cost of \$1,644. Funding is available in the Enterprise Fund.

Mayor Flippo stated that he had received requests to pull Items 4c and 4e for discussion.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Tucker to approve Items 4a, 4b, and 4d of the consent agenda as presented. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

c. Action regarding Purchase of Festive Trumpet with Stars and Happy Holiday Animated LED Decoration Christmas Light Display

Motion was made by Councilmember Bighorse with a second by Mayor Pro-Tem Junkersfeld to approve Item 4c of the consent agenda as presented. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

e. Action regarding Approval of the purchase of new hardware/software for check payment processing

Motion was made by Councilmember Tucker with a second by Mayor Pro-Tem Junkersfeld to approve Item 4e of the consent agenda as presented. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

(5) Introduction of Police Officer Timothy Soto

Police Chief Howell introduced Police Officer Timothy Soto to the Council. Police Officer Soto is the newest member of the Police Department. Police Chief Howell ceremonially administered the oath of office to Police Officer Soto.

(6) Farmer's Market/Christmas Market Update

Mr. Trey Harper, Community Link Mission Director of Development, addressed the Council. He gave a brief update on the Saginaw Farmer's Market. He announced that there will be a Christmas Mega Market on Saturday, December 11th. He also stated that the current vendors are being polled to get their interest in a year round market. He introduced Ms. Whitney Berry, Coordinator of the Farmer's Market. She briefly explained SNAP (Supplemental Nutrition Assistance Program) and its benefits to residents as well as the POP (Power of Produce) Program which encourages children to learn about making healthy eating choices such as fruits and vegetables. Both programs are promoted at the Farmer's Market.

(7) Consideration and Action regarding Authorization of Contract with PGAL Architects for Library/Senior Center Design

Motion was made by Councilmember Beasley with a second by Councilmember Tucker to authorize the contract with PGAL Architects for the Library/Senior Center Design. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

(8) Consideration and Action regarding Proposal from Network Cabling Service to Upgrade A/V Equipment in the City Council Chambers

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to approve the proposal from Network Cabling Service to upgrade the A/V Equipment in the Council Chambers. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

(9) 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

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

- a. Building Improvement Grant Application—104 S. Belmont St.

Mayor Flippo declared the meeting recessed into Executive Session at 6:45 p.m.

Mayor Flippo declared the meeting back in Regular Session at 7:02 p.m.

(10) Adjournment

Motion was made by Councilmember Bighorse with a second by Councilmember Tucker to adjourn the meeting. Motion carried unanimously. 6-0-0-1

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

Against: None

Abstain: None

Absent: Councilmember Lawson

Mayor Flippo declared the City Council Meeting of September 7, 2021 adjourned at 7:02 p.m.

ATTEST:

APPROVED:

City Secretary Janice England

Mayor Todd Flippo



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Kim Quin
Finance Director

Agenda Items: (4)(b)

E-mail: kquin@saginawtx.org

Phone: 817-230-0332

SUBJECT:

Action regarding increasing the General Fund emergency reserve balance by \$350,000 and the Enterprise Fund emergency reserve balance by \$200,000 to comply with Financial Management Policies.

BACKGROUND/DISCUSSION:

The purpose of this item is to increase the balance of the General Fund and Enterprise Fund emergency reserves to comply with the Financial Management Policies adopted by the City Council on March 17, 2020. Both funds are required to reserve 25% of the operating budget for unexpected emergencies.

The current emergency reserve in the General Fund is \$4,200,000; based on the FY2021-2022 adopted budget less capital and one-time items the emergency reserve should be \$4,550,000. An additional \$350,000 should be added to the emergency reserve balance in the General Fund.

The current emergency reserve in the Enterprise Fund is \$2,250,000; based on the current year budget less capital and one-time items the emergency reserve should be \$2,450,000. An additional \$200,000 should be added to the emergency reserve balance in the Enterprise Fund.

FINANCIAL IMPACT:

There is no impact as this is not an expenditure but a reclassification of fund balance from unrestricted to restricted.

RECOMMENDATION:

Staff recommends increasing the General Fund Emergency Reserve by \$350,000 and the Enterprise Fund Emergency Reserve Fund by \$200,000.



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Janice England
City Secretary

Agenda Items: (4)(c)

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:

Action regarding Cancellation of October 5, 2021 City Council Meeting

BACKGROUND/DISCUSSION:

Cancellation of the City Council Meeting scheduled for October 5, 2021 is recommended since several members of the City Council will be out of town to attend the Texas Municipal League Conference. The City of Saginaw and the City of Lake Worth will receive a joint award at the conference in recognition of the shared Emergency Management Coordinator position.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.



City of Saginaw

Meeting Date: 9/21/2021

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

Agenda Items: (5)

E-mail: krinehart@saginawtx.org

Phone: 18172300331

SUBJECT:

Update on Retail Recruitment Efforts

BACKGROUND/DISCUSSION:

In March 2020, the City of Saginaw contracted for the services of The Retail Coach for Retail Retention, Recruitment and Development Services. This is an update to the progress made.

FINANCIAL IMPACT:

NA

RECOMMENDATION:

NA



City of Saginaw

Meeting Date: 9/21/2021

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

Agenda Items: (6)

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:

Consideration and Action Regarding Approval of a Replat for Lot 1R and Lot 2, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

BACKGROUND/DISCUSSION:

Owner: Bright Living Saginaw, LLC

Applicant: Traverse Land Surveying, LLC (Surveyor)

Property Acreage: 6.120

Zoning: Multi-Family (MF2)

The request is for approval of a Replat 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 Final Plat (Lot 1, Block A, Senior Living at Saginaw Addition) on the property was previously approved by City Council on January 5, 2021.

The Replat is being requested for the second phase of the Assisted Living Facility to be constructed on Lot 2.

The Planning and Zoning Commission met on September 14, 2021 and unanimously recommended approval of the Replat.

FINANCIAL IMPACT:

N.A.

RECOMMENDATION:

It is recommended that the City Council approve the Replat for Lot 1R and Lot 2, Block A, Senior Living at

Saginaw Addition, Abstract 1849, A.F. Albright Survey.

ATTACHMENTS:

Description

P&Z Packet for Item W/ Plat

P&Z Minutes 9-14-21



205 Brenda Lane
P. O. Box 79070
Saginaw, Texas 76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

MEETING DATE: September 14, 2021

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 Replat for Lot 1R and Lot 2, Block A, Senior Living at Saginaw Addition, Abstract 1849, A.F. Albright Survey

Owner: Bright Living Saginaw, LLC

Applicant: Traverse Land Surveying, LLC (Surveyor)

Property Acreage: 6.120

Zoning: Multi-Family (MF2)

The request is for approval of a Replat 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 Final Plat (Lot 1, Block A, Senior Living at Saginaw Addition) on the property was previously approved by City Council on January 5, 2021.

The Replat is being requested for the second phase of the Assisted Living Facility to be constructed on Lot 2.

If you have any questions, please let me know.

**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 for 1st 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: _____ ABSTRACT 1849 SURVEY: Alexander F. Allbright

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

ADDRESS and/ or LOCATION OF PROPERTY: 824 West McLeroy Blvd

NAME OF PROPOSED DEVELOPMENT: Bright Living Saginaw II

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: Anand Patel PHONE #: 469-995-0911

and/or OPTION HOLDER: _____ PHONE #: _____

OWNER'S NAME:(Please Print) Anand (Andy) Patel

OWNER'S ADDRESS: 5001 Spring Valley Drive, Suite 680E, Dallas ,TX 75244

APPLICANT'S SIGNATURE: [Signature] PHONE # : 469-213-1707

APPLICANT'S NAME: Kartavya (Kevin) Patel, P.E.

APPLICANT'S ADDRESS: 1784 West 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: April 11, 2012

ACTION TAKEN: _____

CITY COUNCIL MEETING DATE: _____

ACTION TAKEN: _____

**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 MCCLEROY BOULEVARD
SEPTEMBER 14, 2021**

Present at the Meeting:

Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 4	Malinda Julien
Member	Place No. 5	Jason LaBruyere
Alternate Member	Alt. No. 2	Brent Wooten
Director Public Works		Rick Trice
City Attorney		Lindsey Hale
Recording Secretary		Mary Ragle

Absent from the Meeting:

Chairman	Place No. 3	Matthew Lewis
Member	Place No. 2	William Barngrove
Alternate Member	Alt. No. 1	Randy Villarreal

Visitors at the Meeting:

Jon Julien
Shamsher Shrestna
Binod Thaper
Kapil Bhandari

(1) Call to Order

Vice Chairman Haney called the meeting to order at 6:00 p.m.

(2) Roll Call to Establish Quorum

Vice Chairman Haney called roll. The quorum will consist of Vice Chairman Haney, Members Julien, LaBruyere, and Alternate Member Wooten.

(3) Audience participation

Vice Chairman Haney explained the procedure to follow to address the Commission.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on August 10, 2021 were presented for approval. A motion was made by Member LaBruyere with a second by Member Julien to approve the minutes for July 13, 2021 as presented. Motion carried unanimously.

For: Vice Chairman Haney

Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(5) PZ 0921-01 PUBLIC HEARING

Consideration And Action Regarding A Concerning The Master Thoroughfare Plan (MTP) For A Collector Roadway; Beginning Approximately At A Point 4,790 Feet East Of Basswood Boulevard And South Of Bailey Boswell Road And Commencing In A Southeasterly Direction To Its Terminus At Lavonne Lane Approximately 790 Feet South Of Rough Rider Drive

Vice Chairman Haney opened the Public Hearing at 6:02 p.m.

DPW Trice stated that staff has decided to withdraw this request.

Vice Chairman Haney closed the Public Hearing at 6:03 p.m.

(6) PZ 0921-02

Consideration And Action Regarding A Replat For Lots 1R And Lot 2, Block A, Senior Living At Saginaw

DPW Trice briefly explained this request and introduced the applicant. He answered the members questions and addressed their concerns.

A motion was made by Member LaBruyere with a second by Member Julien to recommend that the City Council approve the replat for Lots 1R and Lot 2, Block A, Senior Living At Saginaw. Motion carried.

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(7) PZ 0921-03 PUBLIC HEARING

Consideration And Action Regarding A Request For Approval Of A Specific Use Permit To Be Allowed To Operate A Smoke Shop At 1029 North Saginaw Boulevard, Suite E-7 In Saginaw

Vice Chairman Haney opened the Public Hearing at 6:05 p.m.

DPW Trice briefly explained that this request and asked the applicant to address the Commission. Shamsher Shrestna answered the members' questions and addressed their concerns.

Vice Member Haney closed the Public Hearing at 6:12 p.m.

A motion was made by Member Julien with a second by Alternate Member Wooten to recommend that the City Council approve the request for a specific use permit to operate a tobacco shop at 1029 N. Saginaw Boulevard

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(8) Staff Report

A. Discussion of Residential, Commercial, Industrial, and City Capital Projects

B. Update Commission of City Council Action on Previous Cases

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

(9) 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

(10) Adjournment

Motion was made by Member LaBruyere with a second by Member Julien to adjourn the meeting. Motion carried.

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

Vice Chairman Haney declared the meeting of September 14, 2021 closed at 6:18 p.m.

APPROVED:

Matthew Lewis, Chairman

ATTEST:

Mary Ragle, Recording Secretary



City of Saginaw

Meeting Date: 9/21/2021

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

Agenda Items: (7)

E-mail: rtrice@saginawtx.org

Phone: (817 230-0449)

SUBJECT:

PUBLIC HEARING - Consideration and Action regarding a Request for a Specific Use Permit to allow the operation of a Tobacco Shop on Property Located at 128 N. Saginaw Boulevard, Suite # 100 (Lot 2, Block 1, Gray Addition)

BACKGROUND/DISCUSSION:

Owner Information: Sultan Mohmand
524 Huntsman Lane
Fort Worth, Texas 76131

Existing Zoning: Community Commercial

The applicant is requesting that a smoke shop or use be allowed at 128 N Saginaw Blvd Ste. 100. Staff has determined that a “Smoke Shop” is the same as a Tobacco Shop under the City’s Zoning Ordinance. The property is zoned Community Commercial (CC). The City Zoning Ordinance allows a “Tobacco shop” within Community Commercial (CC) may be allowed with a Specific Use Permit (SUP).

The Zoning Ordinance defines a Tobacco shop as:

Tobacco shop. A retail establishment for which more than 50 percent of the gross floor area is dedicated to the display and retail sale to the public of tobacco products, including electronic vaping devices, and related accessories.

Zoning Ordinance, Section 5-4 Specific Use Permits, requires certain information including a site plan and an assessment by the Planning and Zoning Commission that thirteen conditions listed in Sec. 5-4.G have been found to exist. The applicant has provided his response to the conditions for consideration.

The Planning and Zoning Commission considered the request at its August 10, 2021 meeting and **unanimously** recommended that it be forwarded to the City council for approval.

*NOTE: THIS ITEM WAS TABLED AT THE AUGUST 16, 2021 CITY COUNCIL MEETING.
PUBLIC HEARING WAS RE-ADVERTISED FOR SEPTEMBER 21, 2021.*

FINANCIAL IMPACT:

N.A.

RECOMMENDATION:

It is recommended that the request for a Special Use Permit at 128 N. Saginaw Boulevard, Suite # 100 for a Tobacco Shop be approved as recommended by the Planning and Zoning Commission.

ATTACHMENTS:

Description

P&Z Item for Tobacco Shop SUP
SUP Ordinance 2021-21
SUP Ordinance Exhibit A
P&Z Minutes 8-10-21



City of Saginaw

205 Brenda Lane
P. O. Box 79070
Saginaw, Texas
76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

DATE: August 10, 2021

TO: Chairman and Members of the Planning and Zoning Commission

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

SUBJECT: Consideration and Action Regarding a Request for a Request for a Specific Use Permit to Allow the Operation of a Tobacco Shop on Property Located at 128 N. Saginaw Boulevard, Suite # 100 (Lot 2, Block 1, Gray Addition)

Owner Information: Sultan Mohmand
524 Huntsman Lane
Fort Worth, Texas 76131

Existing Zoning: Community Commercial

The applicant is requesting that a smoke shop or use be allowed at 128 N Saginaw Blvd Ste. 100. Staff has determined that a "Smoke Shop" is the same as a Tobacco Shop under the City's Zoning Ordinance. The property is zoned Community Commercial (CC). The City Zoning Ordinance allows a "Tobacco shop" within Community Commercial (CC) may be allowed with a Specific Use Permit (SUP).

The Zoning Ordinance defines a Tobacco shop as:

Tobacco shop. A retail establishment for which more than 50 percent of the gross floor area is dedicated to the display and retail sale to the public of tobacco products, including electronic vaping devices, and related accessories.

Zoning Ordinance, Section 5-4 Specific Use Permits, requires certain information including a site plan and an assessment by the Planning and Zoning Commission that thirteen conditions listed in Sec. 5-4.G have been found to exist. The applicant has provided his response to the conditions for consideration.

If there are any questions, please let me know.

Classified

FIND. BUY. SELL.

classifieds.star-telegram.com



Legals

CITY OF GRAND PRAIRIE ADVERTISEMENT FOR BIDS

Sealed bids will be received via www.PublicPurchase.com until August 6, 2021 at 2:00 PM, and publicly opened and read via teleconference for the purchase of the following:
RFB # 21157
Auto Body Repairs for Heavy/Medium Duty Trucks & Fire Apparatus's. Further information and specifications may be obtained at www.PublicPurchase.com, www.gpc.org, or from the Purchasing division at (972) 237-9269.

The city reserves the right to reject any or all bids and to waive formalities. The city also reserves the right to purchase these items through sale awarded contracts or other intergovernmental agreements when it is in the best interest of the city.
FL0033378
Jul 22, 2021

Public Notice

Trinity Basin Prep is requesting proposals for 50 Powerstics towers for device charging. The towers must fit the following specifications: Core 12USB model, with roller mounts for each unit. Responses must be sealed and marked on the lower left-hand corner with the proposal name and number, name and address of the vendor; opening date and time. Fax/electronic responses must be accepted. Address, mail or deliver all proposals and accessory documents to: Trinity Basin Prep Purchasing Department, 2730 North Highway 360, Grand Prairie, TX 75050. RFP documents, inquiries for information regarding procurement procedures, proposal submission requirements, or other fiscal/administrative concerns shall be directed to rfpresponses@trinitybasinprep.com or at www.trinitybasinprep.com/rfp
FL0033378
Jul 22, 2021

CITY OF GRAND PRAIRIE ADVERTISEMENT FOR BIDS

Sealed bids will be received via www.PublicPurchase.com until August 6, 2021 at 2:00 PM, and publicly opened and read via teleconference for the purchase of the following:
BID # 21169 - Tent Rental for Prairie Lights
This is a re-advertisement of 21121. Further information and specifications may be obtained at www.PublicPurchase.com, www.gpc.org, or from the Purchasing division at (972) 237-9269.

The city reserves the right to reject any or all bids and to waive formalities. The city also reserves the right to purchase these items through sale awarded contracts or other intergovernmental agreements when it is in the best interest of the city.
FL0033372
Jul 22, 2021

CITY OF GRAND PRAIRIE ADVERTISEMENT FOR PROPOSALS

Sealed responses will be received at 300 W. Main Street, Grand Prairie, Texas, or at www.gpc.org, until August 9, 2021, at 2:00 PM, and publicly opened and read via teleconference for the purchase of the following:
RFB # 21122 - Carnival Rides for Prairie Lights
Further information and specifications may be obtained at www.PublicPurchase.com, www.gpc.org, or from the Purchasing division at (972) 237-9269.

The city reserves the right to reject any or all proposals and to waive formalities. The city also reserves the right to purchase these items through sale awarded contracts or other intergovernmental agreements when it is in the best interest of the city.
FL0033379
Jul 22, 2021

imately 212.203 acres in the District, which District is located in the corporate limits of the City, bounded by Oliver Creek on the North; FM 156 on the east, 1,300 feet north of 12th Street; FM 407 on the south, 3,000 feet west of Boss Range Road; and the extrajurisdictional jurisdiction of Fort Worth on the west. A full description of the boundaries of the Timberbrook Public Improvement District No. 1 and Improvement Area #2-B of the District is available at the Justin City Hall, 415 N. College Avenue, Justin, Texas 76247. A copy of the assessment roll relating to the Improvement Area #2-B Projects (the "Assessment Roll"), which Assessment Roll includes the assessments to be levied against each assessable parcel in Improvement Area #2-B of the District, is available for public inspection at the office of the City Secretary, 415 N. College Avenue, Justin, Texas 76247.
FL0033379
Jul 29, 2021

Notice of Public Sale

Fursuant to Chapter 59 of the Texas Property Code, TJO 10 X 10 Management, Ltd Managing Properties listed below will hold a public auction of property being sold to satisfy a landowner's lien. The sale will begin on or about the time indicated at www.SellStorageAuction.com. Property will be sold to highest bidder for cash. Deposit for removal and cleanup may be temporarily required. Seller reserves the right to reject any bid and to withdraw property from sale. Property may be sold by the space. Property being sold includes contents in spaces of following tenants, with brief description of contents in each space.
Wednesday, August 18, 2021
12:00 pm Southlake Storage @ 2060 E. Continental Blvd. Southlake, TX 76092
www.SellStorageAuction.com
Shenaka Gilmore, mso. Items, Elizabeth Kisha, mso. Items.
FL0033383
Jul 22, 2021

Request for Proposals Security Guard Services

C2 Global Professional Services, LLC (C2 GPS), a private, for-profit company whose primary business is the management and operation of workforce development contracts is accepting proposals from qualified Security Guard Services companies/firms to provide Security Guards in Tarrant County at four different workforce center locations. Interested bidders may access the specifications of the Request for Proposals at www.c2gps.net or by sending a request to Amoyee.Kassl@workforcecollaborations.net. Bids must be received no later than 3:00 PM (CST), Monday, August 30, 2021 at the address listed below:
C2 GPS - Tarrant County
Attn: Amoyee Kassl
1320 S. University Dr., Suite 600
Fort Worth, TX 76107

No faxed or e-mailed proposals will be accepted. Bids submitted or received after the deadline will not be accepted. Auxiliary Aids and Services are available upon request to individuals with disabilities. Equal Opportunity Employer/Contractor. Pkwy Texas 1-800-735-2889 (TDD) and 1-800-735-2888 (Voice) www.c2gps.net
FL0034532
Jul 29, 2021

TABCO

Application has been made with the Texas Alcoholic Beverage Commission for a BG/FB (Wine and Beer Retailer's Permit with Food and Beverage Certificate, with Late Hours License by Dwight Conerway dba Taste of Society, to be located at 3610 S Cooper St, Suite 120, Arlington, Tarrant County, Texas.
FL0034565
Jul 29, 2021

unified_development_code
FL0034402
Jul 29, 2021

Legals

CITY OF SAGINAW PUBLIC NOTICE

The City of Saginaw Planning and Zoning Commission will conduct Public Hearings at 6:00 p.m. on Tuesday, August 10, 2021 to consider a request for a Development Plan and a change in zoning on 20.86 Acres out of Tract 243 and 214, Abstract 1849, A, F, Al-bright Survey from Multi-family (MF) to Neighborhood Commercial (NC) to a Planned Development (PD). Property is located at south of West McLeary Boulevard and west of Woodcrest Drive.

The Saginaw City Council will conduct Public Hearings at 6:00 p.m. on Monday, August 16, 2021 to consider the above mentioned requests for Development Plan and a change of zoning as described above, contingent upon the receipt of a report regarding the proposed zoning change from the Planning and Zoning Commission. Both meetings will be held in the Council Chambers at City Hall located at 333 West McLeary Boulevard. FINAL ACTION IS TAKEN BY CITY COUNCIL ON PUBLIC HEARING CASES. Please direct any questions regarding this matter to Rick Trice, Director of Public Works, at 817-230-0500.
FL0034606
Jul 29, 2021

CITY OF SAGINAW PUBLIC NOTICE

A Public Hearing will be conducted by the Planning and Zoning Commission at 6:00 p.m. on Tuesday, August 10, 2021 to consider an ordinance amending Ordinance No. 2002-04, the zoning regulations of the City of Saginaw, Texas; amending the permitted use table, Article 5, Section 5-1, to provide that "Special Event Venues" are permitted by specific use permit (SUP) in Community Commercial, Neighborhood Commercial, and Light Industrial zoning districts; Section 12-2 of Article 12 providing a definition for "Special Event Venue". A Public Hearing will be conducted by the Saginaw City Council 6:00 p.m. on Monday, August 16, 2021, to consider the above mentioned zoning ordinance amendment, contingent upon the receipt of a report regarding the amendment from the Planning and Zoning Commission. Both meetings will be held in the Council Chambers at City Hall located at 333 West McLeary Boulevard. FINAL ACTION IS TAKEN BY CITY COUNCIL ON PUBLIC HEARING CASES. Please direct any questions regarding this matter to Rick Trice, Director of Public Works, 817-230-0500.
FL0034607
Jul 29, 2021

CITY OF SAGINAW PUBLIC NOTICE

The City of Saginaw Planning and Zoning Commission will conduct a Public Hearing at 6:00 p.m. on Tuesday, August 10, 2021 to consider a request for specific use permit to allow the operation of a tobacco shop on property located at 128 N. Saginaw Boulevard, Suite # 100 (Lot 2, Block 1, Gray Addition). The Saginaw City Council will conduct a Public Hearing at 6:00 p.m. on Monday, August 16, 2021 to consider the above mentioned request for a specific use permit, contingent upon the receipt of a report regarding the specific use permit from the Planning and Zoning Commission. Both meetings will be held in the Council Chambers at City Hall located at 333 West McLeary Boulevard. FINAL ACTION IS TAKEN BY CITY COUNCIL ON PUBLIC HEARING CASES. Please direct any questions regarding this matter to Rick Trice, Director of Public Works, at 817-230-0500.
FL0034608
Jul 29, 2021

ORDINANCE NO. 5702
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AND THE ZONING MAP OF THE CITY OF NORTH RICHLAND HILLS, TEXAS BY REZONING 8,508 ACRES OF LAND LOCATED AT 7201 AND 7501 PRECINCT LINE ROAD FROM C-1 (COMMERCIAL) TO R-PD (RESIDENTIAL INFLUENCED DEVELOPMENT); PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR SEVERABILITY; ESTABLISHING A PENALTY; PROVIDING FOR SAVINGS; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

Any person, firm or corporation violating any provision of the Zoning Ordinance and the zoning map of the City of North Richland Hills as amended hereby shall be deemed guilty of a misdemeanor and upon final conviction thereof fined in an amount not to exceed Two Thousand Dollars (\$2,000.00). Each day any such violation shall be allowed to continue shall constitute a separate violation and punishable hereunder. PASSED AND APPROVED on this 26th day of July, 2021.
CITY OF NORTH RICHLAND HILLS
By: /s/ Oscar Trevino
Oscar Trevino, Mayor
ATTEST:
/s/ Alicia Richardson
Alicia Richardson
City Secretary/Chief Governance Officer
APPROVED AS TO FORM AND LEGALITY:
/s/ Maresha B. McGinnis
Maresha B. McGinnis, City Attorney
FL0034691
Jul 29, 2021

Legals

CITY OF NORTH RICHLAND HILLS

ORDINANCE NO. 3703
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF NORTH RICHLAND HILLS, TEXAS BY REZONING 0.767 ACRES OF LAND LOCATED AT 7201 AND 7501 PRECINCT LINE ROAD FROM C-1 (COMMERCIAL) TO R-PD (RESIDENTIAL INFLUENCED DEVELOPMENT); PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR SEVERABILITY; ESTABLISHING A PENALTY; PROVIDING FOR SAVINGS; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

Any person, firm or corporation violating any provision of the Zoning Ordinance and the zoning map of the City of North Richland Hills as amended hereby shall be deemed guilty of a misdemeanor and upon final conviction thereof fined in an amount not to exceed Two Thousand Dollars (\$2,000.00). Each day any such violation shall be allowed to continue shall constitute a separate violation and punishable hereunder. PASSED AND APPROVED on this 26th day of July, 2021.
CITY OF NORTH RICHLAND HILLS
By: /s/ Oscar Trevino
Oscar Trevino, Mayor
ATTEST:
/s/ Alicia Richardson
Alicia Richardson
City Secretary/Chief Governance Officer
APPROVED AS TO FORM AND LEGALITY:
/s/ Maresha B. McGinnis
Maresha B. McGinnis, City Attorney
FL0034692
Jul 29, 2021

Star-Telegram
STAR-TELEGRAM.COM

FL0034692
Jul 29, 2021

CKC Standard Poodles Puppies, dewclaws removed & tails docked. Call 817-964-3085

Boston Terrier pure bred, male, 8 mos. old, all shots, dewormed, \$600 817-525-0432

German Shepherd/Dachshund mix - Small black/brown guard dog, \$250, 817-938-1071

AUST. SHER. TOY/SM. MIHI Blue Merle F & black tri M/F. Tag. Taking dep. Text 580-504-0585

Vizsla Full-blood Pups 7m/7F. Parents AKC register. Born May 28th 1st shots at 6wks \$500 940-733-8630

Morkie Pups \$500 up, Reg. s/w. Cash Only 214-438-0009 no text

Real Estate

OFFICE/WAREHOUSE
EULESS, TEXAS 5,500 SQ. FT.
817-267-7978, 817-282-1979

For Rent

76010 BILLS PAID! \$100 DEP
\$25 app fee, eff. 1, 2, & 3 bedrooms.
Call 817-640-1051 for availability

BAD CREDIT OK
Nice Brick Home 3-2-2 Owner Fin.
817-447-0089 firstspring.com

Room for rent between Lake worth & Saginaw \$700/month, \$200 dep. NO SMOKERS OR PETS, 817-851-2291

FSBO - 510Ac, East Kansas Hunt-ling/Crop Farm, Beautiful Res., & Out Buildings + Restored Farm Home For Hunters/Guest. Great Hunting, Scenic Location, Highly Productive.
913-259-1175

Service Directory

MAID IN TEXAS - CLEANING SERVICE. Reliable - Reasonable - References. Call 817-657-6534.

Experience Housekeeper
Looking for Homes and Offices to clean. Insured & Bonded 36 yrs of Exp. Please Contact
Florence at 817-454-9525.
sylviaflorence03@gmail.com

BRICK, STONE MASONRY
AMJ Masonry - Mailboxes, Brick Repair & Stone 682-558-0086

Plumbing All types repair, bathroom remodels, gas leaks, water heaters 817-715-8747 m-38813

HONEST FENCING! Inexpensive Installation repairs or just posts also. 682-597-1031, 817-572-5534.

SANLUISOBISPO.COM

Carpet repair & re-stretching
Over 40yr exp. Call 817-641-7888 or 469-831-3907

Buildings
30x40x10 Metal Bldg 1 walk door & slab \$25,800. Family owned & operated since 1972 millersmetalbuildings.com 817-295-6022

FREE SURGEON hauling, trim, removals, stump grinding, free est. fully insured, 32yrs exp. 817-428-8781

HAULING
Affordable Hauling, garage & clean-up, tree brush, etc. 817-902-5800

Miscellaneous

Cash paid for cars, trucks, SUVs, vans, with titles, running, not running, wrecked. We pick up. 817-298-6459

Garage Sale
2301 Stadium Dr. TCU area, Saturday, July 31, 8-5

Estate Sale with antiques & household goods, no children unless carried Fri - Sun 8A-5P 5516 Darnmouth Ave 76114

Samsung top load washer, black, stainless, like new. \$600 817-905-4259

FREON WANTED: We pay \$\$\$ for cylinders and cans of R12 R600 R11 R113 R114. Convenient. Certified Professionals. Call (312) 291-9169 or visit refrigerantfinders.com

1 BUY Used Or Damaged Boats, Campers, Motorhomes, Old Cars, Farm Equip, UTV's, Older Trucks & Trailers. Call Jimmy 817-628-7631

2 Pkts Bluebonnet Colleyville have deed can be transfer to person whom purchase. 817-350-2951

WE POWDER COAT PATO FURNITURE. LONGHORNS 817-759-2224

Permanent cook with house staff managing responsibilities needed. Family ranch in Kopperl, TX needs experienced cook with the ability to manage household employees. Workload dependent on family presence at the ranch. Monday-Friday with weekend work as needed. Pay/benefits based on experience. The position does come with a 3 bedroom/2 bathroom house all utilities paid on the ranch. Serious inquiries call 432-686-6926.

Private art collection G. HARVEY, P. SALINAS, MARY BENGIE. 512-589-4541 victorbakergmail.com

HAVING A GARAGE SALE?

Let Classifieds Help

21111 TRIMLINE SANLUISOBISPO.COM



City of Saginaw

205 Brenda Lane
P. O. Box 79070
Saginaw, Texas 76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

July 30, 2021

NOTICE OF PUBLIC HEARING

**PLEASE NOTE THAT THERE IS A CHANGE IN THE DATE FOR THE CITY COUNCIL
THE CITY COUNCIL MEETING WILL BE ON MONDAY, AUGUST 16, 2021 AT 6:00 P.M.**

RE: Consideration of a request for a Specific Use Permit (SUP) to be allowed to operate a tobacco shop 128 N Saginaw Blvd Suite 100 in Saginaw, Texas.

Dear Property Owner:

The Planning and Zoning Commission of the City of Saginaw will hold a Public Hearing on the 10th day of August 2021 at 6:00 p.m. and the City Council of the City of Saginaw, Texas, will hold a Public Hearing on the **16th** day August 2021 at 6:00 p.m. at the Saginaw City Hall, 333 West McLeroy Boulevard, Saginaw, Texas, for the purpose of considering a request from **Sultan Mohmand** for a Specific Use Permit (SUP) to be allowed to operate a smoke shop at 128 N Saginaw Boulevard, Suite 100 in Saginaw.

These hearings are open to any interested person. Opinions, objections and/or comments relative to this matter may be expressed in writing or in person at the hearing. A reply form is provided for your convenience. Another person may also represent you.

The enclosed map shows the area of request. The circle around the area is that within which property owners are required by law to be notified. Only that area which is shaded or highlighted is the property to be considered.

If you have any questions you may call me at 817-230-0500 ext 2441 or Rick Trice, P. E., Director of Public Works at ext 2449.

Sincerely,

Mary Ragle
Planning & Zoning Secretary

Enclosures: Map of requested property and reply form.



City of Saginaw

205 Brenda Lane
P. O. Box 79070
Saginaw, Texas 76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

July 27, 2021

NOTICE OF PUBLIC HEARING

RE: Consideration of a request for a Specific Use Permit (SUP) to be allowed to operate a tobacco shop 128 N Saginaw Blvd Suite 100 in Saginaw, Texas.

Dear Property Owner:

The Planning and Zoning Commission of the City of Saginaw will hold a Public Hearing on the 10th day of August 2021 at 6:00 p.m. and the City Council of the City of Saginaw, Texas, will hold a Public Hearing on the 17th day August 2021 at 6:00 p.m. at the Saginaw City Hall, 333 West McLeroy Boulevard, Saginaw, Texas, for the purpose of considering a request from **Sultan Mohmand** for a Specific Use Permit (SUP) to be allowed to operate a smoke shop at 128 N Saginaw Boulevard, Suite 100 in Saginaw.

These hearings are open to any interested person. Opinions, objections and/or comments relative to this matter may be expressed in writing or in person at the hearing. A reply form is provided for your convenience. Another person may also represent you.

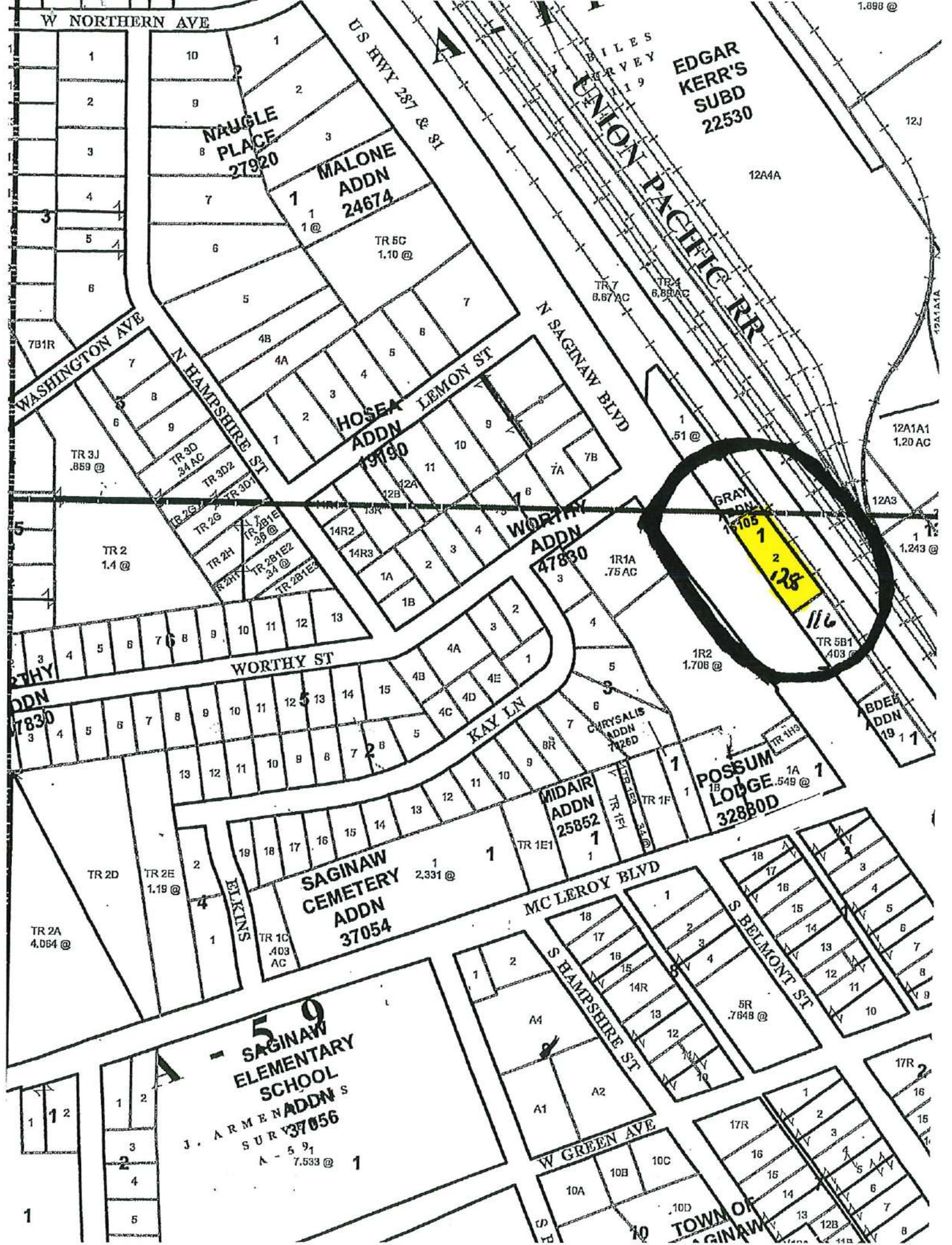
The enclosed map shows the area of request. The circle around the area is that within which property owners are required by law to be notified. Only that area which is shaded or highlighted is the property to be considered.

If you have any questions you may call me at 817-230-0500 ext 2441 or Rick Trice, P. E., Director of Public Works at ext 2449.

Sincerely,

Mary Ragle
Planning & Zoning Secretary

Enclosures: Map of requested property and reply form.



REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning & Zoning Secretary, City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179

If you have questions concerning the request, you may call 817-230-0441.

REPLY

RE: PZ 0821-02 Planning & Zoning Commission Meeting on 8/10/2021 at 6 p.m. and City Council Meeting on 8/17/21 at 6 p.m. to consider a request for approval of Specific Use Permit (SUP) to allow the operation of a tobacco shop (Cigar Shop) at 128 N. Saginaw Boulevard, Suite 100 in Saginaw.

Name: _____

Address: _____

Phone Number: _____

☐ In Favor

☐ Opposed

Reasons and/or Comments



City of Saginaw

APPLICATION FOR SPECIFIC USE PERMIT

I. PROPERTY INFORMATION

LOCATION OF PROPERTY: 128 N SAGINAW BLVD SAGINAW TX 76179 #100

LEGAL DESCRIPTION: GRAY ADDITION-SAGINAW

LOT: 2 BLOCK: 1 ADDITION: GRAY ADDITION

TRACT: _____ ABSTRACT: _____ SURVBY: _____

ZONING: RETAIL CC

PRESENT USE AND IMPROVEMENTS ON PROPERTY:

VACANT

APPLICANT INFORMATION:	<u>524 HUNTSMAN LN</u>	
<u>SULTAN MOHMAND</u>	<u>FORT WORTH TX 76131</u>	<u>817-395-7351</u>
APPLICANT NAME	ADDRESS	TELEPHONE

II. OWNER INFORMATION:

<u>Kirk Bonds</u>	<u>128 n saginaw blvd #100</u>	<u>17 232 1511</u>
<u>DocuSigned by:</u>		
PROPERTY OWNER NAME	ADDRESS	TELEPHONE
(Property Owner Signature)		

III. AGENT INFORMATION:

<u>Kevin Goodman</u>	<u>1340 S Main St, Suite 305</u>	<u>Saginaw, TX 76051</u>
<u>DocuSigned by:</u>		
AGENT	ADDRESS	TELEPHONE
(Agent Signature)		

HAS A PREVIOUS APPLICATION OR APPEAL BEEN FILED ON PROPERTY?

☒ NO

☐ YES, DATE _____

I CERTIFY THAT (I AM THE LEGAL OWNER OF RECORD) (I HAVE SECURED THE PROPERTY OWNER'S PERMISSION) AND HAVE FULL AUTHORITY TO MAKE THIS APPLICATION AND/OR APPEAL.

[Signature]
APPLICANT SIGNATURE

06/18/2021
DATE

IV. REQUESTED ACTION

SPECIFIC USE REQUESTED: RETAIL CIGAR SHOP (NO SMOKING ON PREMISES)

V. APPLICANT JUSTIFICATION FOR REQUEST

PLEASE ATTACH ADDITIONAL SHEET IF NECESSARY

Our business will be a unique retail experience focusing on the sale of cigars, tobacco-related accessories, tobacco products, premium cigars, leaf tobacco. We are different from the typical "smoke shop" as a significant part of our business caters to an older demographic offering high end cigars all displayed inside a large walk-in humidor.

VI. PROVIDE A SEPARATE MEMO ADDRESSING THE 13 CONDITIONS THAT MUST EXIST BEFORE THE PLANNING AND ZONING COMMISSION CAN RECOMMEND APPROVAL.

ZONING ORDINANCE, Article 5, Section 5-4, G, 1-13.

G. Conditions of permit approval. A specific use permit shall not be recommended for approval by the planning and zoning commission unless the commission finds that all of the following conditions have been found to exist:

1. The proposed use complies with all the requirements of the zoning district in which the property is located.
2. The proposed use as located and configured will contribute to or promote the general welfare and convenience of the city.
3. The benefits that the city gains from the proposed use outweigh the loss of or damage to any homes, business, natural resources, agricultural lands, historical or cultural landmarks or sites, wildlife habitats, parks, or natural, scenic, or historical features of significance, and outweigh the personal and economic cost of any disruption to the lives, business and property of individuals affected by the proposed use.
4. Adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.
5. The design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments.
6. The issuance of the specific use permit does not impede the normal and orderly development and improvement of neighboring vacant property.
7. The location, nature and height of buildings, structures, walls and fences are not out of scale with the neighborhood.
8. The proposed use will be compatible with and not injurious to the use and enjoyment of neighboring property, nor significantly diminish or impair property values within the vicinity.
9. Adequate nuisance prevention measures have been or shall be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.
10. Sufficient on-site lighting is provided for adequate safety of patrons, employees and property, and such lighting is adequately shielded or directed so as not to disturb or adversely affect neighboring properties.
11. There is sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.
12. The proposed operation is consistent with the applicant's submitted plans, master plans, projections, or, where inconsistencies exist, the benefits to the community outweigh the costs.
13. The proposed use is in accordance with the City of Saginaw Comprehensive Land Use Plan.

7-12-2012
DATE RECEIVED

\$750.00
FEE RECEIVED

8-10-2021
P&Z MEETING DATE

[Signature]
APPLICATION TAKEN BY

179430
RECEIPT NUMBER

CITY COUNCIL MEETING DATE

- 1) The proposed use complies with all the requirements of the zoning district (CC) in which the property is located.
- 2) The proposed use and location will offer a convenient location for residents to buy cigars and for the city to collect taxes as well as bring employment.
- 3) The benefits of the city gains from the proposed use outweigh the loss of or damage to any homes business natural resources, agricultural lands historical or cultural landmarks or sites wildlife habitats Parks or natural scenic or historical features of significance and outweigh the personal and economic cost of any disruption to the lives business and property of individuals affected by the proposed use.
- 4) Adequate utilities road access drainage and other necessary supporting facilities have been provided.
- 5) The design location and arrangement of all public and private Street driveways parking spaces entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or Jason developments.
- 6) The issuance of the specific use permit does not impede the normal and orderly development and improvement of neighboring vacant property.
- 7) As outlined in the side plan our location nature and height of building structure walls and fences are not out of scale with the neighborhood.
- 8) The proposed use will be compatible with and not dangerous to the use and enjoyment of neighboring property nor will it diminish or impair property values within the vicinity.
- 9) Adequate nuisance prevention measures are in place to prevent
- 10) Sufficient on-site lighting is provided for adequate safety of patrons employees and property and the lighting is adequately shielded and directed so as not to disturb or adversely affect neighboring properties
- 11) Our landscaping is sufficient and ensures Harmony and compatibility with adjacent properties.
- 12) The proposed operation is consistent with submitted plans and the benefits to the community outweigh the costs.
- 13) The proposed use is in accordance with the city of Saginaw comprehensive land use plan.



TARRANT COUNTY TAX OFFICE

100 E. Weatherford, Room 105 • Fort Worth, Texas 76196-0301 • 817-884-1100
taxoffice@tarrantcounty.com
In God We Trust

WENDY BURGESS
Tax Assessor-Collector

TAX CERTIFICATE FOR ACCOUNT : 00040034593
AD NUMBER: 16105 1 2
CERTIFICATE NO : 83690217

COLLECTING AGENCY

WENDY BURGESS
PO BOX 961018
FORT WORTH TX 76161-0018

REQUESTED BY

KIRK D BONDS LLC

865 CHASTIEN CT
FORT WORTH TX 761314529

DATE : 7/12/2021

FEE : \$10.00

PROPERTY DESCRIPTION

GRAY ADDITION-SAGINAW BLOCK 1
LOT 2

0000128 N SAGINAW BLVD
0.4037 ACRES

PROPERTY OWNER

KIRK D BONDS LLC

865 CHASTIEN CT
FORT WORTH TX 761314529

PAGE 1 OF 1

YEAR	TAX UNIT	AMOUNT DUE
2020	CITY OF SAGINAW	\$0.00
2020	Tarrant County	\$0.00
2020	JPS HEALTH NETWORK	\$0.00
2020	TARRANT COUNTY COLLEGE	\$0.00
2020	EAGLE MOUNTAIN/SAGINAW ISD	\$0.00
TOTAL		\$0.00

ISSUED TO : KIRK D BONDS LLC
ACCOUNT NUMBER: 00040034593
TOTAL CERTIFIED TAX: \$0.00

As Deputy Tax Assessor/Collector for Tarrant County , I do hereby certify pursuant to Texas Property Tax Code Section 31.08 that the delinquent taxes, penalties and attorney fees due for only the above described property are as listed below according to the current tax records. Additional taxes may become due on the described property, which are not reflected herein, if the said described property has or is receiving any special statutory valuations that may trigger tax rollback provisions and other changes to the appraisal roll made subsequent to the issuance of this certificate.

This certificate applies to ad valorem taxes only and does not apply to any special assessment levies.

M. Porty Deputy



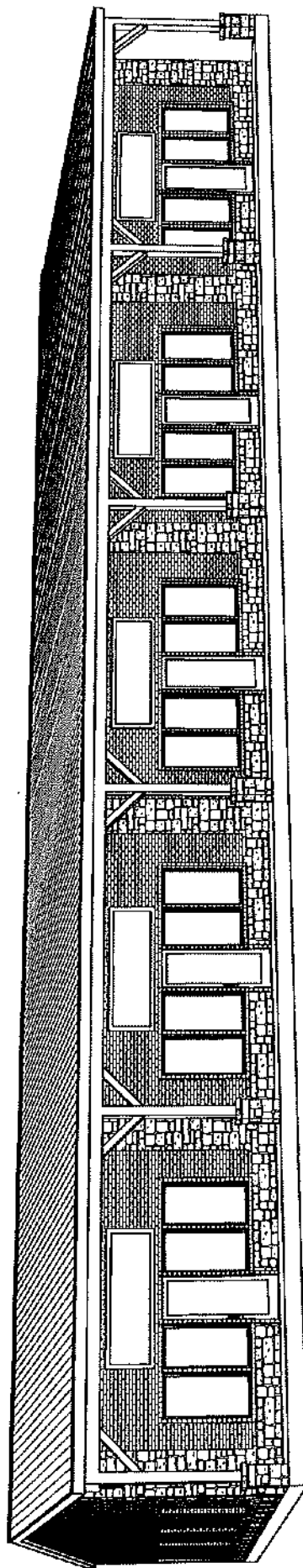
An aerial photograph of a residential neighborhood. A circle is drawn around a house located in the center-right portion of the image. The house appears to be a two-story structure with a light-colored roof. The surrounding area includes other houses, streets, and some greenery. The image is in black and white and has a grainy, high-contrast quality.

LOT 2, BLOCK 1, GRAY ADDITION
CABINET A, SLIDE 7435

TOTAL FINISH-OUT	=	2,847 SQ.FT.
TOTAL AVAILABLE	=	7,467 SQ.FT.
TOTAL PORCH AREA	=	569 SQ.FT.
TOTAL A.U.R.	=	8,125 SQ.FT.

OCCUPANCY CATEGORY: 0
 CONSTRUCTION TYPE: STEEL & MASONRY
 BUILDING HEIGHT: 1 STORY
 OCCUPANT LOAD: 7,067 S.F. / 100 = 74
 ZONING: COMMUNITY COMMERCIAL

GENERAL NOTE:

[illegible]

DRAWING INDEX	
PROJECT CODES ONLY	
A1	SITE PLAN
A2	FLOOR PLAN & SCHEDULES
A3	ELEVATIONS
A4	REFLECTED CEILING PLAN
MER	
C10	LIGHTING PLAN
C20	POWER PLAN
C30	PANELS
C40	TELEPHONE SPECIFICATIONS
X10	WALL PLAN
M10	MECHANICAL REQUIREMENTS
M20	MECHANICAL SPECIFICATIONS
P10	PLUMBING PLAN

BUILDING DESIGNER:



MEP:
POINTSWEST DESIGN
BENBROOK, TEXAS
8171676-2306

A2
SHEET
NUMBER

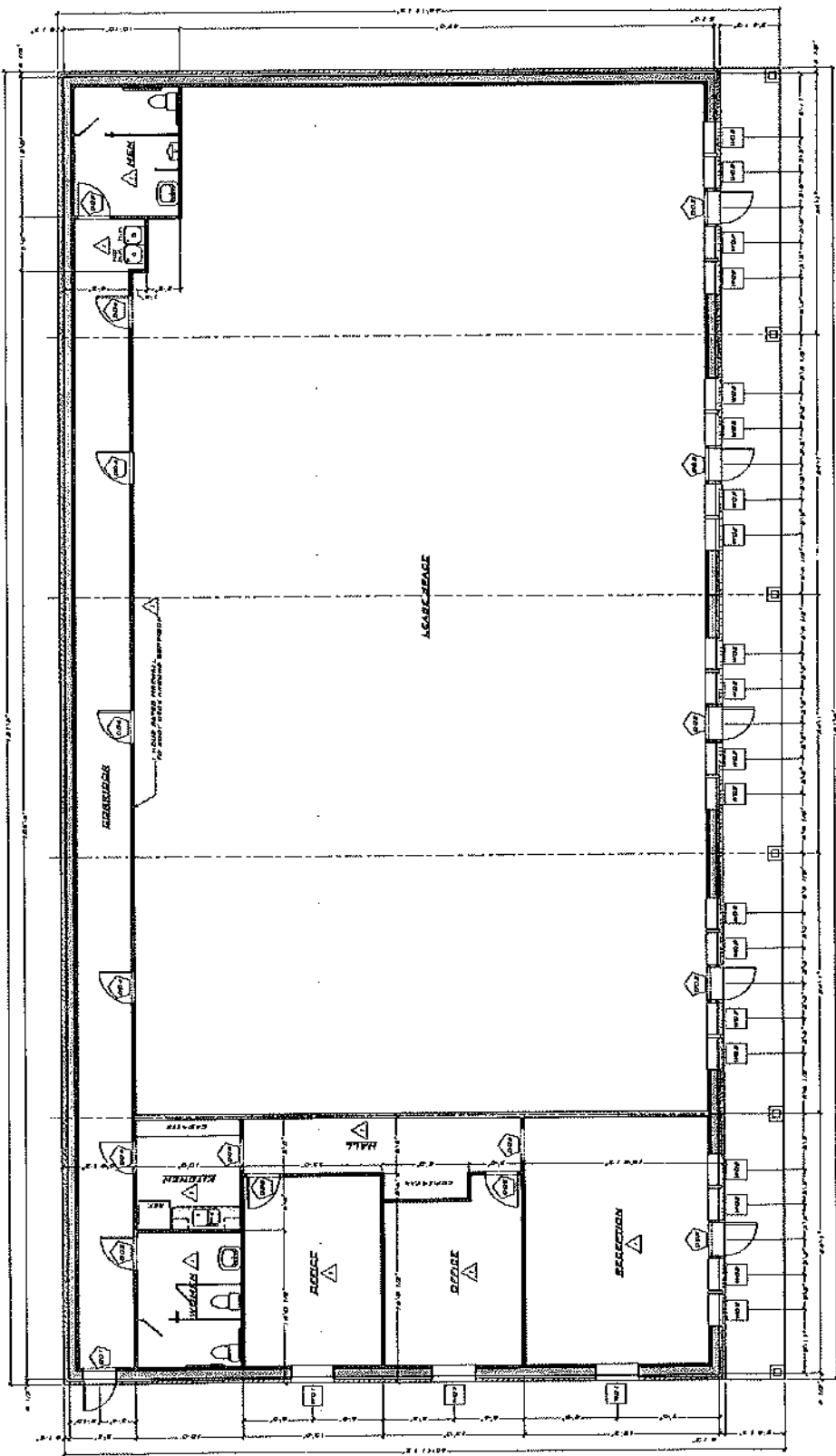
AI
B.D.
MICHAEL L. PIERCE
ARCHITECT
1000 N. 10TH ST., SUITE 100
DENVER, CO 80202
(303) 733-1111

**KIRK BONDS BUILDING
REMODEL**

FLOOR PLAN

AI
B.D.
MICHAEL L. PIERCE
ARCHITECT
1000 N. 10TH ST., SUITE 100
DENVER, CO 80202
(303) 733-1111

REVISION	DATE	BY	DESCRIPTION
1	10/10/10	MLP	ISSUED FOR PERMIT



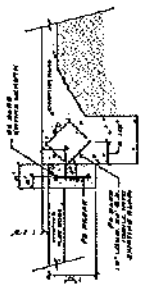
REVISION	DATE	BY	DESCRIPTION
1	10/10/10	MLP	ISSUED FOR PERMIT

REVISION	DATE	BY	DESCRIPTION
1	10/10/10	MLP	ISSUED FOR PERMIT

FLOOR PLAN



BRICK Ledge Detail



1. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

2. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

3. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

4. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

5. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

6. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

7. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

8. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

9. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

10. The floor plan is a true and correct representation of the building as shown on the drawings. It is not to be used for any other purpose without the written consent of the architect.

SHEET
NUMBER
A1

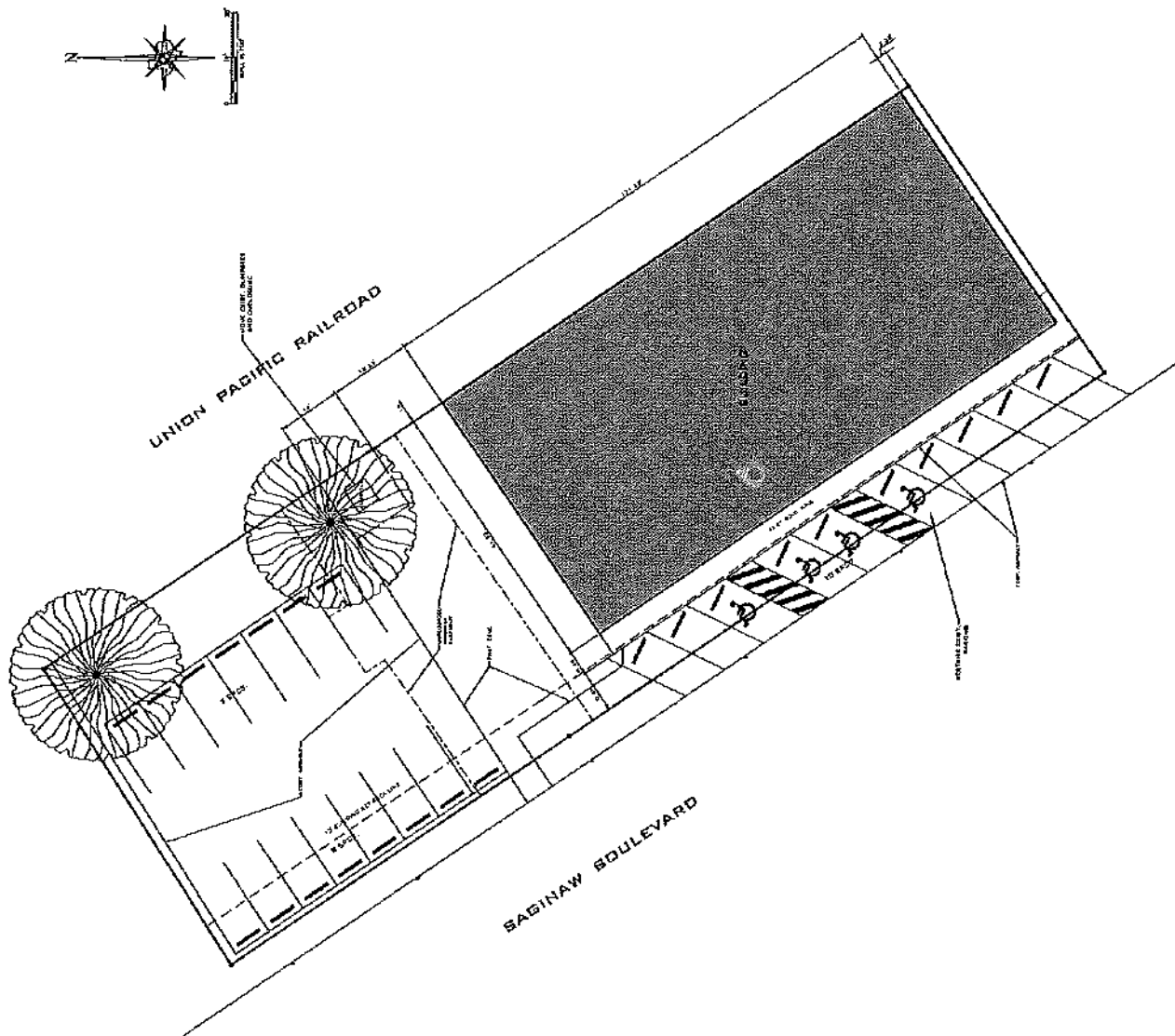
SCALE: 1"=20'
DATE: 05/14/10
DRAWN BY: JLB
APP: 1/22/09

KIRK BONDS BUILDING
REMODEL

SITE
PLAN



PERTECH ENGINEERING
& CONSULTING, LLC
1819 W. FARM ROAD, SUITE 100
ANN ARBOR, MI 48106-1505
PHONE: 734.769.1100
FAX: 734.769.1101
WWW.PERTECH-ENGINEERING.COM



ORDINANCE NO. 2021- 21

AN ORDINANCE AMENDING ORDINANCE NO. 2002-04, AS AMENDED, THE ZONING REGULATIONS OF THE CITY OF SAGINAW, TEXAS, BY APPROVING A SPECIFIC USE PERMIT TO ALLOW THE OPERATION OF A TOBACCO SHOP ON PROPERTY LOCATED AT 128 N. SAGINAW BOULEVARD, SUITE #100 (LOT 2, BLOCK 1, GRAY ADDITION) IN SAGINAW, REVISING THE OFFICIAL ZONING MAP IN ACCORDANCE THEREWITH; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw 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 Council of the City of Saginaw heretofore adopted Ordinance No. 2002-04, as amended, the Zoning Regulations of the City of Saginaw, which Ordinance regulates and restricts the location and use of buildings, structures and land for trade, industry, residence and other purposes, and provides for the establishment of zoning districts of such number, shape and area as may be best suited to carry out these regulations; and

WHEREAS, in accordance with Sections 1-3 and 5-4 of the Zoning Regulations of the City, the tenant of Suite 100 of 128 N. Saginaw Boulevard in Saginaw, Tarrant County, Texas, has filed an application for a Specific Use Permit to allow the operation of a smoke shop business and

WHEREAS, the Planning and Zoning Commission of the City of Saginaw, Texas held a public hearing on August 10, 2021, and the City Council of the City of Saginaw, Texas, held a public hearing on August 16, 2021, with respect to the Specific Use Permit described

herein; and

WHEREAS, the City Council has determined that the requested Specific Use is compatible with adjacent property use and consistent with the character of the neighborhood; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, and all other laws dealing with notice, publication and procedural requirements for the rezoning of the property.

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

SECTION 1)

Ordinance No. 2002-04, as amended, is hereby amended by approving the following specific use:

At 128 N. Saginaw Boulevard, Suite 100, a Specific Use Permit to allow the operation of a smoke shop business, property as shown in Exhibit "A" attached hereto and incorporated herein.

SECTION 2)

The Specific Use Permit as herein established has been made in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals and general welfare of the community.

SECTION 3)

The official map of the City of Saginaw is amended and the City Secretary is directed to revise the official zoning map to reflect the approved Specific Use Permit as set forth above.

SECTION 4)

The use of the property described above shall be subject to all applicable regulations

contained in the Zoning Regulations and all other applicable and pertinent ordinances of the City of Saginaw.

SECTION 5)

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Saginaw, Texas, as amended, except when the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinances and such code are hereby repealed.

SECTION 6)

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 7)

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 8)

All rights and remedies of the City of Saginaw are expressly saved as to any and all violations of the provisions of Ordinance No. 2002-04, as amended, or any ordinances governing zoning that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 9)

The City Secretary of the City of Saginaw is hereby directed to publish in the official newspaper of the City of Saginaw, the caption and the penalty clause of this ordinance in accordance with Section 52.013(b) of the Texas Local Government Code.

SECTION 10)

This Ordinance shall be in full force and effect from and after the date of its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS 16TH DAY OF AUGUST 2021.

MAYOR, TODD FLIPPO
ATTEST:

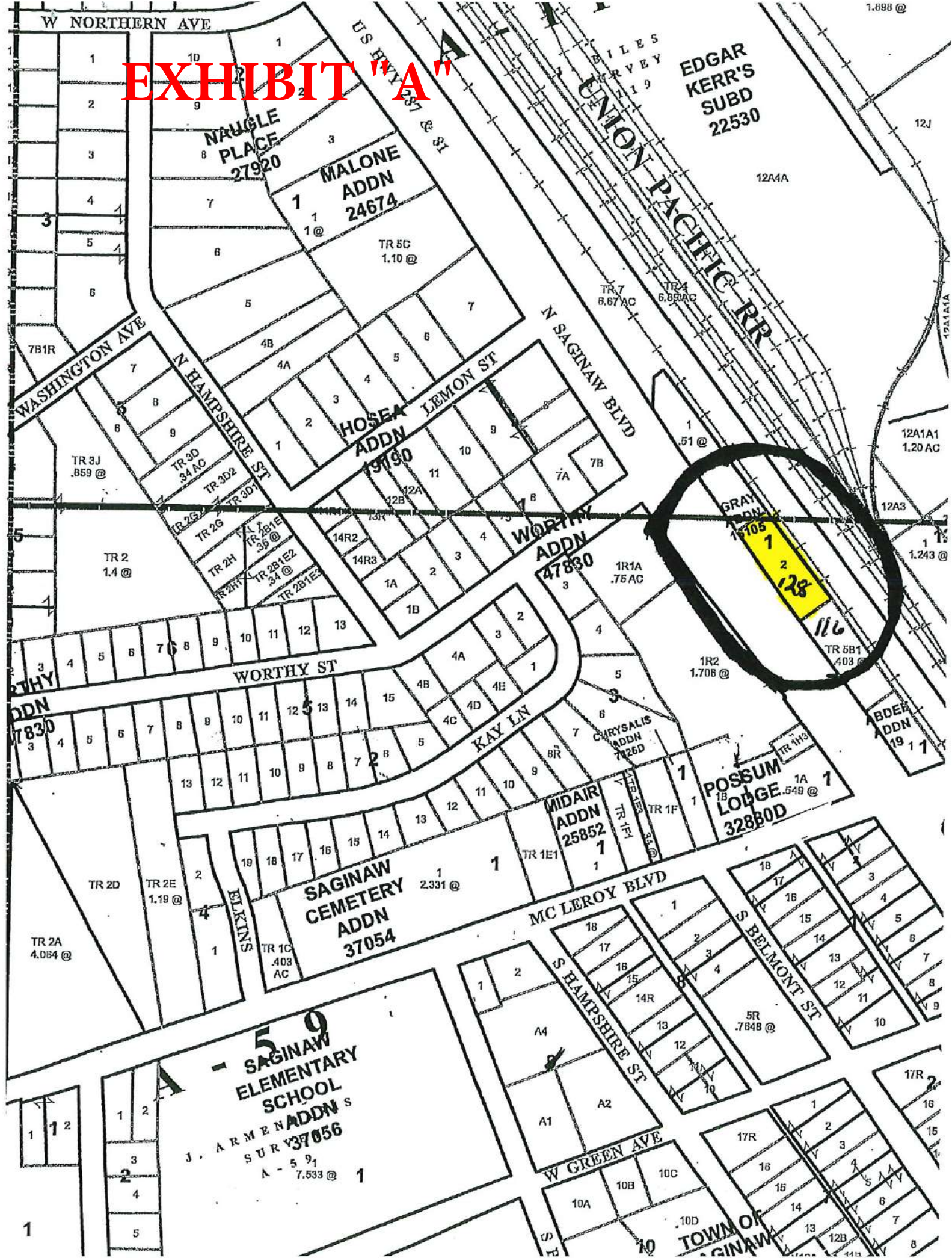
CITY SECRETARY, JANICE ENGLAND

EFFECTIVE: _____

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY, BRYN MEREDITH

EXHIBIT "A"



**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
AUGUST 10, 2021**

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. 5	Jason LaBruyere
Alternate Member	Alt. No. 2	Brent Wooten
Director Public Works		Rick Trice
City Attorney		Lindsey Hale
Fire Chief		Doug Spears
Management Analyst, Acting Recording Secretary		Susy Victor-Trevino

Absent from the Meeting:

Member	Place No. 4	Malinda Julien
Alternate Member	Alt. No. 1	Randy Villarreal
Recording Secretary		Mary Ragle

Visitors at the Meeting:

Brack St. Clair
Brandy Justice
Carmen Drake
Jerry Sylo
Jim Stanford
Jimmy Justice
Kathryn Johnson
Marilyn Tolbert
Paul Felegy
Randall Miner
Steven Bailey
Susan Bentley
Sutan M. Mohmand
Trey Gordon

(1) Call to Order

Chairman Lewis called the meeting to order at 6:02 p.m.

(2) Roll Call to Establish Quorum

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

(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 July 13, 2021 were presented for approval. A motion was made by Member LaBruyere with a second by Vice Chairman Haney to approve the minutes for July 13, 2021 as presented. Motion carried unanimously.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, LaBruyere, Alternate Member Wooten

Against: None

Absent Member Julien, Alternate Member Villarreal

(5) PZ 0821-01 PUBIC HEARING

Consideration and Action Regarding a Request for Approval for a Development Plan and a Change in Zoning on 20.86 Acres out of Tracks 2H3 and 2H4, Abstract 1849, A. F. Albright Survey, From Multi-Family (MF1) and Neighborhood Commercial (NC) to a Planned Development (PD) Located South of West Mcleroy Boulevard and West of Woodcrest Drive

Chairman Lewis opened the Public Hearing at 6:04 p.m.

DPW Trice briefly explained the updated application, plans, and development agreement for the Villas of Willow Creek and proceeded by introducing Jerry Sylo, the developers' representative.

Jerry Sylo explained the details of this project with a power point presentation.

Three visitors from the audience, Marilyn Tolbert, Trey Gordon, and Carmen Drake made personal statements following the presentation.

Chairman Lewis closed the Public Hearing at 6:34 p.m.

A motion was made by Member Barngrover with a second by Member LaBruyere to recommend that the City Council approve this development plan and a change in zoning on 20.86 acres out of tracks 2H3 and 2H4, Abstract 1849, A. F. Albright Survey, from multi-family (MF1) and neighborhood commercial (NC) to a planned development (PD). Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, LaBruyere, Alternate Member Wooten

Against: None

Absent Member Julien, Alternate Member Villarreal

(6) PZ 0821-02 PUBLIC HEARING

Consideration and Action Regarding a Request for Approval of a Specific Use Permit to be Allowed to Operate a Cigar Shop at 128 North Saginaw Boulevard, Suite 100 in Saginaw

Chairman Lewis opened the Public Hearing at 6:36 p.m.

DPW Trice briefly explained this request and introduced the applicant, Sultan Mohmand.

Sultan Mohmand briefly explained the details of the proposed cigar shop and answered questions from the members.

Chairman Lewis closed the Public Hearing at 6:39 p.m.

A motion was made by Member LaBruyere with a second by Member Barngrover to recommend that the City Council approve the specific use permit to allow the operation of a Cigar Shop at 128 North Saginaw Boulevard, Suite 100 in Saginaw. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, LaBruyere, Alternate Member Wooten

Against: None

Absent Member Julien, Alternate Member Villarreal

(7) PZ 0821-03 PUBLIC HEARING

Consideration and Action Regarding an Amendment to the Zoning Ordinance (No. 2002-04), Amending Section 5-1 of Article 5 to Provide that “Special Event Venues” are Permitted by Specific Use Permit (SUP) in Community Commercial (CC), Neighborhood Commercial (NC), and Light Industrial (LI) Zoning Districts; Section 12-2 of Article 12 Providing a Definition for “Special Event Venue”

Chairman Lewis opened the Public Hearing at 6:41 p.m.

DPW Trice briefly explained that this amendment was requested by the applicant to allow the usage of a special event venue which was not permitted nor mentioned in the City’s current use table. He answered questions from the members.

Member Lewis closed the Public Hearing at 6:44 p.m.

A motion was made by Vice Chairman Haney with a second by Alternate Member Wooten to recommend that the City Council approve the amendment to the zoning ordinance, Section 5-1 Of Article 5. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, LaBruyere, Alternate Member Wooten

Against: None

Absent Member Julien, Alternate Member Villarreal

(9) Staff Report

A. Discussion of Residential, Commercial, Industrial, and City Capital Projects

B. Update Commission of City Council Action on 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 Member LaBruyere with a second by Member Barngrover to adjourn the meeting. Motion carried.

For: Chairman Lewis, Vice Chairman Haney
Members Barngrover, LaBruyere, Alternate Member Wooten

Against: None

Absent Member Julien, Alternate Member Villarreal

Chairman Lewis declared the meeting of August 10, 2021 closed at 6:50 p.m.

APPROVED:

Matthew Lewis, Chairman

ATTEST:

Susy Victor-Trevino, Management Analyst and
Acting Recording Secretary



City of Saginaw

Meeting Date: 9/21/2021

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

Agenda Items: (8)

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:

PUBLIC HEARING - Consideration and Action Regarding a Request for a Specific Use Permit to Allow the Operation of a Tobacco Shop on Property Located at 1029 N. Saginaw Boulevard, Suite # E-7 (Lot ARA, Block 1, Saginaw North Addition) (Ordinance No. 2021-22)

BACKGROUND/DISCUSSION:

Owner Information: KBS Business Group, LLC
2480 Avondale Haslet Road

Existing Zoning: Neighborhood Commercial

The applicant is requesting that a smoke shop or use be allowed at 1029 N. Saginaw Boulevard, Suite # E-7 (Lot ARA, Block 1, Saginaw North Addition). Staff has determined that a “Smoke Shop” is the same as a Tobacco Shop under the City’s Zoning Ordinance. The property is zoned Neighborhood Commercial (NC). The City Zoning Ordinance allows a “Tobacco shop” within Neighborhood Commercial (NC) may be allowed with a Specific Use Permit (SUP).

The Zoning Ordinance defines a Tobacco shop as:

Tobacco shop. A retail establishment for which more than 50 percent of the gross floor area is dedicated to the display and retail sale to the public of tobacco products, including electronic vaping devices, and related accessories.

Zoning Ordinance, Section 5-4 Specific Use Permits, requires certain information including a site plan and an assessment by the Planning and Zoning Commission that thirteen conditions listed in Sec. 5-4.G. have been found to exist. The applicant has provided his response to the conditions for consideration.

Staff received two responses in opposition that were given to the Planning and Zoning Commission at their meeting and are included in the Planning and Zoning packet item attached to this memo.

The Planning and Zoning Commission considered the request at its September 14, 2021 meeting and unanimously recommended approval by City Council.

FINANCIAL IMPACT:

N.A.

RECOMMENDATION:

It is recommended that the request for a Special Use Permit at 1029 N. Saginaw Boulevard, Suite # E-7 for a Tobacco Shop be approved as recommended by the Planning and Zoning Commission.

ATTACHMENTS:

Description

P&Z Packet for Item

P&Z Minutes 9-14-21

Ordinance Exhibit A

Ordinance for 1029 N Saginaw Blvd. SUP



City of Saginaw

205 Brenda Lane
P. O. Box 79070
Saginaw, Texas
76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

MEETING DATE: September 14, 2021

TO: Chairman and Members of the Planning and Zoning Commission

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

SUBJECT: PUBLIC HEARING - Consideration and Action Regarding a Request for a Request for a Specific Use Permit to Allow the Operation of a Tobacco Shop on Property Located at 1029 N. Saginaw Boulevard, Suite # E-7 (Lot ARA, Block 1, Saginaw North Addition).

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Zoning Ordinance, Section 5-4 Specific Use Permits, requires certain information including a site plan and an assessment by the Planning and Zoning Commission that thirteen conditions listed in Sec. 5-4.G have been found to exist. The applicant has provided his response to the conditions for consideration.

If there are any questions, please let me know.

CITY OF FORT WORTH PUBLIC NOTICE

It is hereby given that the following ordinance was adopted by the Fort City Council at their regular meeting held on Tuesday, August 10th, 2021.

ORDINANCE NO. 24981-08-2021

ORDINANCE AMENDING ORDINANCE NO. 23736-08-2019 EFFECT THE CORRECT ZONING INFORMATION FOR ZONING

Ordinance No. 23736-08-2019 was adopted by the Fort City Council at their regular meeting held on Tuesday, August 10th, 2021. A copy of this ordinance may be reviewed in the City Secretary's Office, Fort Municipal Building/City Hall, 200 Texas Street, Fort Worth, Texas. Contact: P. Gonzales, City Secretary, 9212 2021

REQUEST FOR PROJECT MANAGEMENT SERVICES STATEMENT OF ALIFICATIONS NO. 2021- 41-01-05

The intent of the City of Mansfield, to select a consultant to provide project management services for a new headquarters building for the Police Department, as well as renovation of the existing Law Enforcement Center that will merge the two facilities to serve the needs of the City. Services will be for design, preconstruction and construction phase services. Documents may be obtained in the documents section for the project at www.civcastusa.com. Search field.

Questions about this RFQ should be directed to Wade McLaurin, Director of Building Services at (817) 276-0700 or through the project page on www.civcastusa.com.

The respondent's responsibility is to ensure that they have secured and fully reviewed all aspects of the RFQ documents prior to submitting statements of qualification. Any questions or clarifications to be included into this document will be needed in writing prior to the due date. No verbal responses will be accepted. The specifications, terms and conditions as stated.

Qualifications (eight hard copies and one electronic copy) will be received by the City of Mansfield, Texas, no later than 2:00 p.m. on September 16, 2021 in the City Secretary's Office, 1200 E. Broad Street, Fort Worth, Texas 76102. Clearly mark the envelope "Statement of Qualifications - Project Management Services - Mansfield New Police Department Headquarters Project" and directed to the attention of the City of Mansfield, Texas. Statements of qualification will be publicly opened and the names of the firm submitting the bid read aloud on September 16, 2021 at 2:00 p.m. The City reserves the right to reject any and all qualifications, or accept a combination of statements of qualification deemed advantageous to it. Published in the Fort Worth Star-Telegram and on CIVRUSA.com

39373
8/2021

City of North Richland Hills Substandard Building Board Order

In a Substandard Building Board hearing held on August 10, 2021, the Board made the following determinations:

SB 2021-81: The property at 7405 Hightower Drive also known as Tracts 4B, 4B1 & 4B1B Abstract No. 311 of the John Condra Survey in the City of North Richland Hills, Tarrant County, Texas, the residential structure and accessory garage structure are substandard and in violation of the minimum standards set forth in Section 98-462 and the property is in violation of Section 34-33 of the Code of the City of North Richland Hills. The Board agreed to Approve the agreed order entered into by the Neighborhood Services Director and the property owner.

SB 2021-82: The property at 5600 Newman Drive also known as Block 6, Lot 21, Irish Meadows Addition, North Richland Hills, Texas is in violation of Section 34-33 of City of North Richland Hills Ordinances. The Board order that all unlawful accumulations of garbage, rubbish, rubble or debris, grass trimmings, building materials, building rubbish, discarded furniture, tree limbs, leaves, household waste items, ashes, household appliances, vehicle tires, scrap metal or automobile parts be removed from the property within thirty (30) days to comply with the standards set forth in the City of North Richland Hills Code of Ordinances. If the owner fails to comply fully with this order in the time prescribed, the City is authorized to enter onto the property and abate the nuisance; remove the unlawful accumulation. The costs associated to the cleanup and removal will be assessed against the property owner without any further notice given to the owner. If the actual charge and the administrative fee are not paid to the city within 30 days after billing, the city shall file a lien against the property. The charges shown on the lien shall bear interest at the rate of ten percent per annum from the due date until paid. A complete copy of these orders can be obtained at 4301 City Point Drive, North Richland Hills, TX 76180. IPL0039331

Sep 1 2021

CITY OF LAKE WORTH NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMISSION AND CITY COUNCIL

2035 FUTURE LAND USE PLAN MAP AMENDMENT REQUEST PLANNING & ZONING CASE #PZ-2021-20

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at 6:30 p.m. on Tuesday, September 21, 2021, at Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the

enhancements to specified public areas within the District. The District was established in 2016.

The estimated cost of maintenance and improvements of the district's operations for calendar year 2022 is \$520,062 of which approximately \$529,000 will be funded through assessments against owners of real property located in the PID. The general boundaries of the assessment district are as follows: the area generally located south of Heritage Parkway; east and north of Highway 287; and west and north of Highway 380.

Citizens may present written or oral objections at the Public Hearing.

At the hearing, the City Council will consider levying the following assessment against real property in the District: \$1,000 for a single family residence within the District and \$120 for each multifamily unit within the District. This will continue the existing assessment for a one-year period (October 1, 2022 - September 30, 2023) for all properties in accordance with state law.

A five - year service plan, to be adopted by the City Council, will define the nature and projected cost of the improvements to be funded by the assessment. The proposed apportionment of cost will be totally borne by the Public Improvement District for those improvements identified in the five-year service plan.

IPL0039411
Sep 1 2021

PUBLIC NOTICE - CITY OF SAGINAW

The City of Saginaw Planning and Zoning Commission will conduct a Public Hearing at 6:00 p.m. on September 14, 2021 to consider a request for specific use permit to allow the operation of a tobacco shop on property located at 1029 N. Saginaw Boulevard, Suite # E-7 (Lot ARA, Block 1, Saginaw North Addition).

The Saginaw City Council will conduct a Public Hearing at 6:00 p.m. on September 21, 2021 to consider the above mentioned request for a specific use permit, contingent upon the receipt of a report regarding the specific use permit from the Planning and Zoning Commission.

Both meetings will be at the City of Saginaw City Hall located at 333 W. McLeroy Boulevard, Saginaw, Texas, 48607.

FINAL ACTION IS TAKEN BY CITY COUNCIL ON PUBLIC HEARING CASES.

Please direct any questions regarding this matter to Rick Trice, Public Works Director at 817-230-0500.

IPL0039069
Sep 1 2021

before the due date and time listed above.

The proposed project consists of additions to Broadway Park, including a sprayground, playground, trails, shade structures, site amenities, etc. Also included in the construction will be demolition/removals of existing trails, trees and misc. amenities. The estimated total construction cost is \$968,000.

Proposal forms for the project, construction plans, and specifications may be viewed and downloaded free of charge at www.civcastusa.com. The documents may also be examined without charge at the office of MHS Planning & Design, LLC, 212 West 9th Street, Tyler, Texas.

A pre-proposal meeting is scheduled at 1:00 p.m. on September 8, 2021. The meeting is not mandatory, but attendance is strongly recommended.

The meeting will be held virtually at: https://teams.microsoft.com/join/19%3ameeting_MDYzZjMxMTg1ZDlOM000GYVWZWNmZGRKMAA2ZWQ4ZjB%40thread.v2/0?context=%7b%22Tid%22%3a%22d80579c5-3383-4778-a729-8b1cc1d125aa%22%2c%22Oid%22%3a%22e1eeb33-8c1a-4657-a906-c0da675e256a%22%7d or you can call in at: +1 903-705-1186 (103065740#)

Inquiries about the project and the request for proposal should be addressed to our Consultant: William H. Spencer, PE, MHS Planning and Design, LLC, 212 W. 9th Street Tyler Texas, 75701, whs@mhsplanning.com, (903) 597-6606. IPL0039216
Sep 1,8 2021

NOTICE

THE DALLAS-FORT WORTH INTERNATIONAL AIRPORT is accepting separate sealed bids for the following items at the herein stated bid opening location until the bid due date and time stated below, when they will be publicly opened and read aloud.

SOLICITATION: 7007140 - Aircraft De-icing Services

BID DUE DATE AND TIME: Monday, September 13, 2021 @ 10:00 AM (Central Time)

MINORITY-WOMEN BUSINESS ENTERPRISE (MWBE) GOAL: 0%
BID OPENING LOCATION: DFW Airport Headquarters, Procurement Department, 2400 Aviation Drive, DFW Airport, TX 75261. Specifications may be obtained at the herein stated bid opening location or viewed / downloaded from DFW International Airport website at dfwalairport.com or by calling 972-973-5600.

IPL0039317
Sep 1,8 2021

CITY OF LAKE NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMISSION AND CITY COUNCIL

ZONING DISTRICT CLASSIFICATION PLANNING & ZONING COMMISSION

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at 6:30 p.m. on Tuesday, September 21, 2021, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the

128	2014	Dodge	Charger
257	2014	Dodge	Charger
259	2014	Dodge	Charger
351	2015	Dodge	Charger
356	2015	Dodge	Charger
451	2016	Dodge	Charger
560	2018	Chevrolet	Tahoe
569	2018	Chevrolet	Tahoe
603	2010	Chevrolet	Tahoe
651	2009	Chevrolet	Tahoe
705	2011	Dodge	Charger
808	2012	Dodge	Charger
916	2013	Dodge	Charger
921	2013	Dodge	Charger
1146	2005	Spartan Fire Equip	GA41M-2142
1216	2006	Spartan Fire Equip	GA40M-3164
1300	2014	Club Car IR	295 SE
1329	2004	Navistar Truck	7400 SFA
1382	2010	Club Car IR	295 SE
1554	2008	Ford	F-350
1689	2010	Club	XRT 950
1954	2009	Chevrolet	C1500
2177	2007	Kawasaki	KRF750C
2309	2010	Ford	F-150

"Condition of all items: As Is/Where Is"
A detailed listing of items available for public auction, please contact Cecilia Baetz at Cecilia.Baetz@arlingtontx.gov. The right to reject any or all bids and v

First Publication: 8/18/21
Second Publication: 8/25/21
Third Publication: 9/1/21
Newspaper: Arlington Star-Telegram
Purchasing: 140301-65101
PO #236440, Division code: PUR

APARTMENT HUNTING?

Let Classifieds Help
Star-Telegram
STAR-TELEGRAM.COM

Star-Telegram
STAR-TELEGRAM.COM

Star-Telegram
jobs.star-telegram.com

STAR-TELEGRAM.COM

Star-Telegram
STAR-TELEGRAM.COM



City of Saginaw

205 Brenda Lane
P. O. Box 79070
Saginaw, Texas 76179
817-230-0500
Fax 817-232-9868
www.ci.saginaw.tx.us

September 2, 2021

NOTICE OF PUBLIC HEARING

RE: Consideration of a request for a Specific Use Permit (SUP) to be allowed to operate a tobacco shop 1029 N Saginaw Blvd Suite E-7 in Saginaw, Texas.

Dear Property Owner:

The Planning and Zoning Commission of the City of Saginaw will hold a Public Hearing on the 14th day of September 2021 at 6:00 p.m. and the City Council of the City of Saginaw, Texas, will hold a Public Hearing on the 21st day September 2021 at 6:00 p.m. at the Saginaw City Hall, 333 West McLeroy Boulevard, Saginaw, Texas, for the purpose of considering a request from **Shamsher Shrestna and Kapil Bhandari** for a Specific Use Permit (SUP) to be allowed to operate a smoke shop at 1029 N Saginaw Boulevard, Suite E-7 in Saginaw.

These hearings are open to any interested person. Opinions, objections and/or comments relative to this matter may be expressed in writing or in person at the hearing. A reply form is provided for your convenience. Another person may also represent you.

The enclosed map shows the area of request. The circle around the area is that within which property owners are required by law to be notified. Only that area which is shaded or highlighted is the property to be considered.

If you have any questions you may call me at 817-230-0441 or Rick Trice, P. E., Director of Public Works at 817-230-0449

Sincerely,

Mary Ragle
Planning & Zoning Secretary

Enclosures: Map of requested property and reply form.

REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning & Zoning Secretary, City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179

If you have questions concerning the request, you may call 817-230-0441.

REPLY

RE: PZ 0921 01 Planning & Zoning Commission Meeting on 9/14/2021 and City Council Meeting on 9/21/2021 at 6 p.m. to consider a request for approval of Specific Use Permit (SUP) to allow the operation of a tobacco shop at 1029 N. Saginaw Boulevard, Suite E-7 in Saginaw.

Name: _____

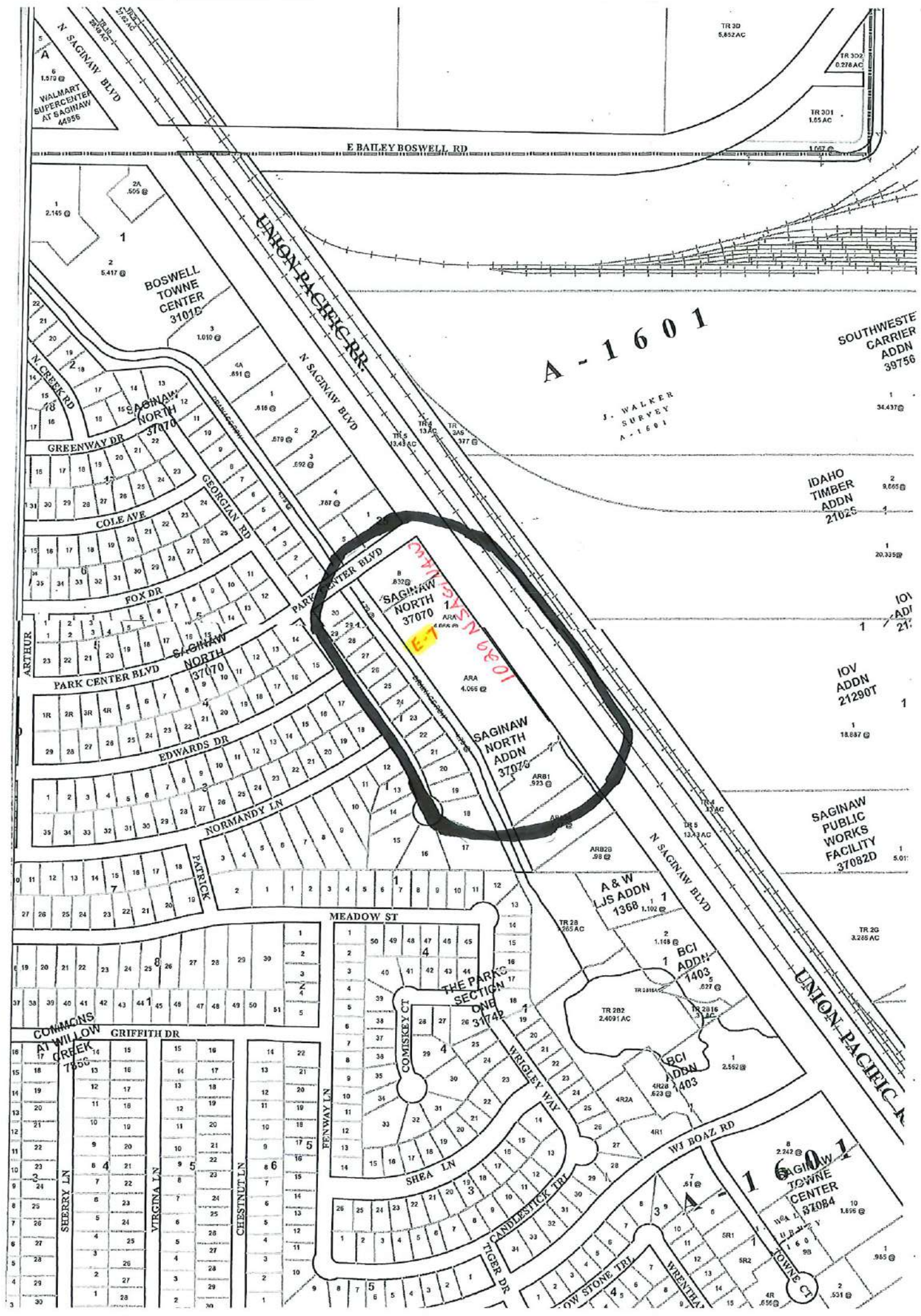
Address: _____

Phone Number: _____

☐ In Favor

☐ Opposed

Reasons and/or Comments



WALMART SUPERCENTER AT SAGINAW 44956

E BAILEY BOSWELL RD

UNION PACIFIC RR

BOSWELL TOWNE CENTER 31010

A - 1601

SOUTHWEST CARRIER ADDN 39756

J. WALKER SURVEY A-1601

IDAHO TIMBER ADDN 21025

IOV ADDN 21290T

IOV ADDN 21290T

SAGINAW PUBLIC WORKS FACILITY 37082D

A & W LJS ADDN 1368

BCI ADDN 1403

BCI ADDN 1403

SAGINAW TOWNE CENTER 37084



City of Saginaw

APPLICATION FOR SPECIFIC USE PERMIT

I. PROPERTY INFORMATION

#E-7

LOCATION OF PROPERTY: 1029 N Saginaw Blvd Saginaw TX 76179

LEGAL DESCRIPTION: Block 1, Lot ARA, Saginaw North Addition

LOT: ARA BLOCK: 1 ADDITION: Saginaw North Addition

TRACT: _____ ABSTRACT: _____ SURVEY: _____

ZONING: Community Commercial (CC)

PRESENT USE AND IMPROVEMENTS ON PROPERTY:

APPLICANT INFORMATION:

KBS Business Group LLC 2488 Avondale Lakes rd 817-247-4963
APPLICANT NAME ADDRESS TELEPHONE

II. OWNER INFORMATION:

NDF III North town center LLC 1351 Speer Blvd
ste 800 denver co 80204 303-615-9544
PROPERTY OWNER NAME ADDRESS TELEPHONE
Aveia Jones as Agent for Owner
(Property Owner Signature)

III. AGENT INFORMATION:

511 N Broadway
Aveia Jones Denver, CO 80203 720-465-2026
AGENT ADDRESS TELEPHONE
Aveia Jones as Agent for Owner
(Agent Signature)

HAS A PREVIOUS APPLICATION OR APPEAL BEEN FILED ON PROPERTY?

☒ NO

☐ YES, DATE _____

I CERTIFY THAT (I AM THE LEGAL OWNER OF RECORD) (I HAVE SECURED THE PROPERTY OWNER'S PERMISSION) AND HAVE FULL AUTHORITY TO MAKE THIS APPLICATION AND/OR APPEAL

APPLICANT SIGNATURE

DATE

SHAMSHER SHRESTHA
KAPIL BHANDARI

8-25-21
Hasletvapor@gmail.com

IV. REQUESTED ACTION

SPECIFIC USE REQUESTED:

Vape CBD and Tobacco Shop

V. APPLICANT JUSTIFICATION FOR REQUEST

PLEASE ATTACH ADDITIONAL SHEET IF NECESSARY

VI. PROVIDE A SEPARATE MEMO ADDRESSING THE 13 CONDITIONS THAT MUST EXIST BEFORE THE PLANNING AND ZONING COMMISSION CAN RECOMMEND APPROVAL.

ZONING ORDINANCE, Article 5, Section 5-4, G, 1-13.

G. Conditions of permit approval. A specific use permit shall not be recommended for approval by the planning and zoning commission unless the commission finds that all of the following conditions have been found to exist:

1. The proposed use complies with all the requirements of the zoning district in which the property is located.
2. The proposed use as located and configured will contribute to or promote the general welfare and convenience of the city.
3. The benefits that the city gains from the proposed use outweigh the loss of or damage to any homes, business, natural resources, agricultural lands, historical or cultural landmarks or sites, wildlife habitats, parks, or natural, scenic, or historical features of significance, and outweigh the personal and economic cost of any disruption to the lives, business and property of individuals affected by the proposed use.
4. Adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.
5. The design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments.
6. The issuance of the specific use permit does not impede the normal and orderly development and improvement of neighboring vacant property.
7. The location, nature and height of buildings, structures, walls and fences are not out of scale with the neighborhood.
8. The proposed use will be compatible with and not injurious to the use and enjoyment of neighboring property, nor significantly diminish or impair property values within the vicinity.
9. Adequate nuisance prevention measures have been or shall be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.
10. Sufficient on-site lighting is provided for adequate safety of patrons, employees and property, and such lighting is adequately shielded or directed so as not to disturb or adversely affect neighboring properties.
11. There is sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.
12. The proposed operation is consistent with the applicant's submitted plans, master plans, projections, or, where inconsistencies exist, the benefits to the community outweigh the costs.
13. The proposed use is in accordance with the City of Saginaw Comprehensive Land Use Plan.

8-26-2021
DATE RECEIVED

\$750⁰⁰
FEE RECEIVED

9-14-21
P&Z MEETING DATE

Mary Rangle
APPLICATION TAKEN BY

179435
RECEIPT NUMBER

9-21-21
CITY COUNCIL MEETING DATE

1. Yes, our business will comply with all the requirements of the zoning district in which the property is located.
2. Yes, our business will contribute and promote the general welfare and convenience of the city.
3. Yes, the benefits that the city will gain from our business will outweigh the loss or damage to any properties and outweigh the personal and economic cost of any disruption to the lives, business and property of individual affected by the proposed use.
4. Yes, all adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.
5. Yes, the design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits will provide a safe and convenient movement for all vehicles and pedestrian traffic without adversely affecting the general public or adjacent developments.
6. Yes, our business' permit for specific use will not affect the normal and orderly development and improvement of neighboring vacant properties.
7. Yes, the location, nature and height of our building's structure, walls and fences are not out of scale with the neighborhood.
8. Yes, our business' use of this location will be compatible and not harmful to the use and enjoyment of neighboring property, nor significantly diminish or impair property values within the vicinity.
9. Yes, adequate nuisance prevention measures will be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.
10. Yes, adequate lighting will be provided for safety of patrons, employees and property, and such lighting is adequate to shield or directed so as not to disturb or affect the neighboring properties.
11. Yes, there will be a sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.
12. Yes, our business operations will be consistent with our submitted plans, master plans, projections or where inconsistencies exist, the benefits to the community outweighs the cost.
13. Yes, our business use will be in accordance with the City of Saginaw Comprehensive Land Use Plan.



TARRANT COUNTY TAX OFFICE

100 E. Weatherford, Room 105 • Fort Worth, Texas 76196-0301 • 817-884-1100
taxoffice@tarrantcounty.com
In God We Trust

WENDY BURGESS
Tax Assessor-Collector

TAX CERTIFICATE FOR ACCOUNT : 00041594355
AD NUMBER: 37070 1 ARA
CERTIFICATE NO : 83795869

COLLECTING AGENCY

WENDY BURGESS
PO BOX 961018
FORT WORTH TX 76161-0018

REQUESTED BY

NDF III NORTH TOWN CENTER LLC

1391 SPEER BLVD STE 800
DENVER CO 80204

DATE : 8/20/2021

PAGE 1 OF 1

FEE : \$10.00

PROPERTY DESCRIPTION

SAGINAW NORTH ADDITION BLOCK 1
LOT ARA

0001029 N SAGINAW BLVD
4.066 ACRES

PROPERTY OWNER

NDF III NORTH TOWN CENTER LLC

1391 SPEER BLVD STE 800
DENVER CO 80204

YEAR	TAX UNIT	AMOUNT DUE
2020	CITY OF SAGINAW	\$0.00
2020	Tarrant County	\$0.00
2020	JPS HEALTH NETWORK	\$0.00
2020	TARRANT COUNTY COLLEGE	\$0.00
2020	EAGLE MOUNTAIN/SAGINAW ISD	\$0.00
TOTAL		\$0.00

ISSUED TO : NDF III NORTH TOWN CENTER LLC

ACCOUNT NUMBER: 00041594355

TOTAL CERTIFIED TAX: \$0.00

As Deputy Tax Assessor/Collector for Tarrant County, I do hereby certify pursuant to Texas Property Tax Code Section 31.08 that the delinquent taxes, penalties and attorney fees due for only the above described property are as listed below according to the current tax records. Additional taxes may become due on the described property, which are not reflected herein, if the said described property has or is receiving any special statutory valuations that may trigger tax rollback provisions and other changes to the appraisal roll made subsequent to the issuance of this certificate.

This certificate applies to ad valorem taxes only and does not apply to any special assessment levies.


Deputy



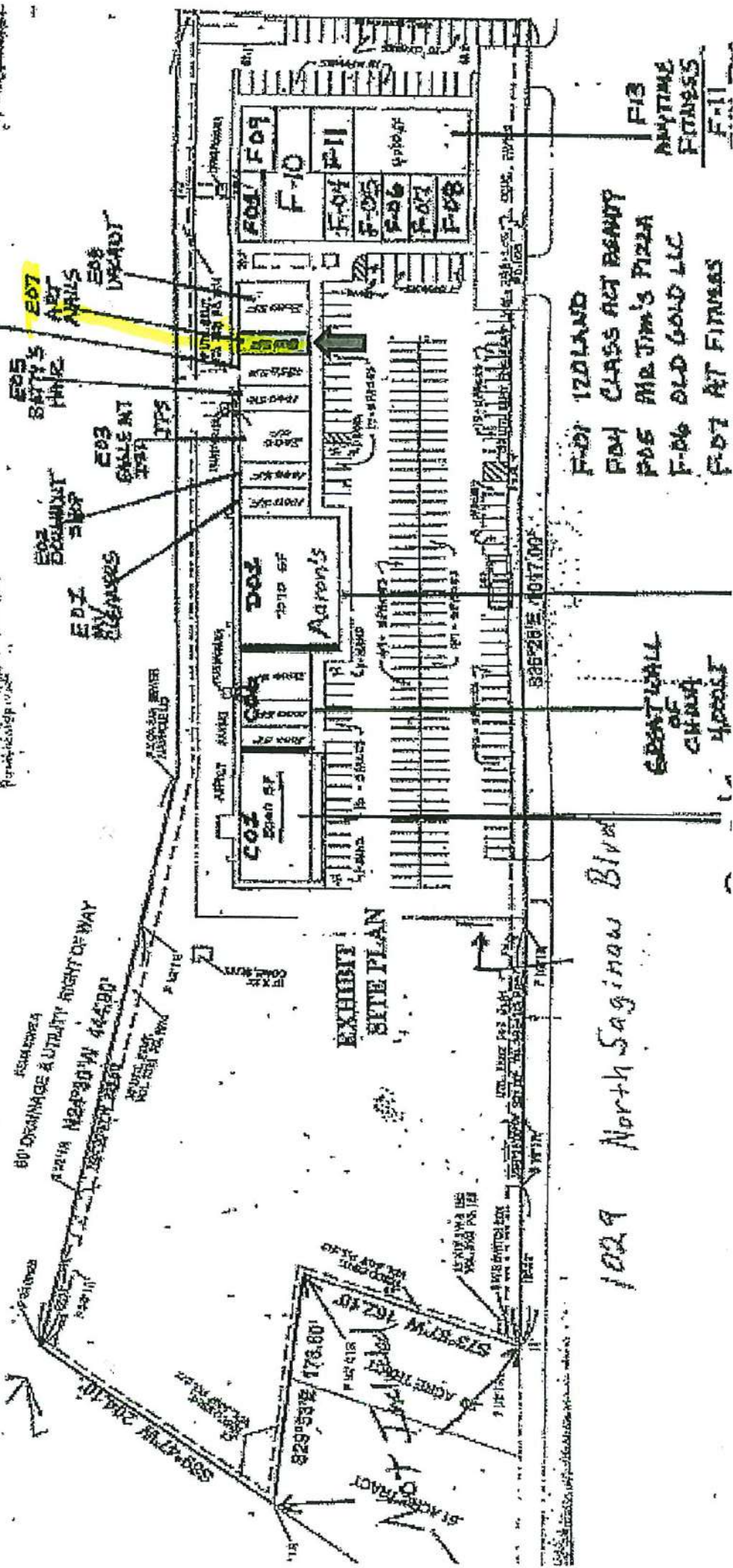
NORTHTOWN CENTER
1029 N. SAGINAW BLVD
SAGINAW TEXAS

APRIL 23, 2012

Exhibit "B"

Site Plan of Premises
(Landlord)

60' DRAINAGE & UTILITY RIGHT OF WAY
AS SHOWN
N24°30'00"W 444.80'



F-01 120LAND
F-04 CLASS ACT BEAUTY
F-05 MR. JIM'S PIZZA
F-06 OLD GOLD LLC
F-07 ACT FITNESS
F-11 ANYTIME FITNESS
F-13

GRANT HALL
OF
CHURCH
Houses

1029 North Saginaw Blvd

REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning & Zoning Secretary, City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179

If you have questions concerning the request, you may call 817-230-0441.

REPLY

RE: PZ 0921 01 Planning & Zoning Commission Meeting on 9/14/2021 and City Council Meeting on 9/21/2021 at 6 p.m. to consider a request for approval of Specific Use Permit (SUP) to allow the operation of a tobacco shop at 1029 N. Saginaw Boulevard, Suite E-7 in Saginaw.

Name: John Lust

Address: 1048 Georgian Rd

Phone Number: 214-801-3613

☐ In Favor

☒ Opposed

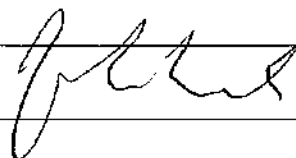
Reasons and/or Comments

See attached page from Code of Ordinances 5.4-G.1-13

This business/SUP request fails several places

5.4G-2, -8, -13

We need less tobacco shops, not another one



CITY OF SAGINAW
COMMUNITY DEVELOPMENT

SEP 13 2021

RECEIVED BY

G. *Conditions of permit approval.* A specific use permit shall not be recommended for approval by the planning and zoning commission unless the commission finds that all of the following conditions have been found to exist:

1. The proposed use complies with all the requirements of the zoning district in which the property is located.
- F (2) The proposed use as located and configured will contribute to or promote the general welfare and convenience of the city.
3. The benefits that the city gains from the proposed use outweigh the loss of or damage to any homes, business, natural resources, agricultural lands, historical or cultural landmarks or sites, wildlife habitats, parks, or natural, scenic, or historical features of significance, and outweigh the personal and economic cost of any disruption to the lives, business and property of individuals affected by the proposed use.
4. Adequate utilities, road access, drainage and other necessary supporting facilities have been or shall be provided.
5. The design, location and arrangement of all public and private streets, driveways, parking spaces, entrances and exits shall provide for a safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments.
6. The issuance of the specific use permit does not impede the normal and orderly development and improvement of neighboring vacant property.
7. The location, nature and height of buildings, structures, walls and fences are not out of scale with the neighborhood.
- F (8) The proposed use will be compatible with and not injurious to the use and enjoyment of neighboring property, nor significantly diminish or impair property values within the vicinity.
9. Adequate nuisance prevention measures have been or shall be taken to prevent or control offensive odors, fumes, dust, noise, vibration and visual blight.
10. Sufficient on-site lighting is provided for adequate safety of patrons, employees and property, and such lighting is adequately shielded or directed so as not to disturb or adversely affect neighboring properties.
11. There is sufficient landscaping and screening to ensure harmony and compatibility with adjacent properties.
12. The proposed operation is consistent with the applicant's submitted plans, master plans, projections, or, where inconsistencies exist, the benefits to the community outweigh the costs.
- F (13) The proposed use is in accordance with the City of Saginaw Comprehensive Land Use Plan.

CITY OF SAGINAW
COMMUNITY DEVELOPMENT

SEP 13 2021

RECEIVED BY

REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning & Zoning Secretary, City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179

If you have questions concerning the request, you may call 817-230-0441.

REPLY

RE: PZ 0921 01 Planning & Zoning Commission Meeting on 9/14/2021 and City Council Meeting on 9/21/2021 at 6 p.m. to consider a request for approval of Specific Use Permit (SUP) to allow the operation of a tobacco shop at 1029 N. Saginaw Boulevard, Suite E-7 in Saginaw.

Name: Industrial Investments III, LLC

Address: 9218 Moss Haven Dr. Property Location:
Dallas, TX 75231 1021 N. Saginaw Blvd.

Phone Number: 214-232-0544

() In Favor

(☒) Opposed

Reasons and/or Comments

CITY OF SAGINAW
COMMUNITY DEVELOPMENT

SEP 13 2021

RECEIVED BY

**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 MCCLEROY BOULEVARD
SEPTEMBER 14, 2021**

Present at the Meeting:

Vice Chairman	Place No. 1	Kenneth Haney
Member	Place No. 4	Malinda Julien
Member	Place No. 5	Jason LaBruyere
Alternate Member	Alt. No. 2	Brent Wooten
Director Public Works		Rick Trice
City Attorney		Lindsey Hale
Recording Secretary		Mary Ragle

Absent from the Meeting:

Chairman	Place No. 3	Matthew Lewis
Member	Place No. 2	William Barngrove
Alternate Member	Alt. No. 1	Randy Villarreal

Visitors at the Meeting:

Jon Julien
Shamsher Shrestna
Binod Thaper
Kapil Bhandari

(1) Call to Order

Vice Chairman Haney called the meeting to order at 6:00 p.m.

(2) Roll Call to Establish Quorum

Vice Chairman Haney called roll. The quorum will consist of Vice Chairman Haney, Members Julien, LaBruyere, and Alternate Member Wooten.

(3) Audience participation

Vice Chairman Haney explained the procedure to follow to address the Commission.

(4) Approval of Minutes

The minutes of a regular meeting and public hearing on August 10, 2021 were presented for approval. A motion was made by Member LaBruyere with a second by Member Julien to approve the minutes for July 13, 2021 as presented. Motion carried unanimously.

For: Vice Chairman Haney

Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(5) PZ 0921-01 PUBLIC HEARING

Consideration And Action Regarding A Concerning The Master Thoroughfare Plan (MTP) For A Collector Roadway; Beginning Approximately At A Point 4,790 Feet East Of Basswood Boulevard And South Of Bailey Boswell Road And Commencing In A Southeasterly Direction To Its Terminus At Lavonne Lane Approximately 790 Feet South Of Rough Rider Drive

Vice Chairman Haney opened the Public Hearing at 6:02 p.m.

DPW Trice stated that staff has decided to withdraw this request.

Vice Chairman Haney closed the Public Hearing at 6:03 p.m.

(6) PZ 0921-02

Consideration And Action Regarding A Replat For Lots 1R And Lot 2, Block A, Senior Living At Saginaw

DPW Trice briefly explained this request and introduced the applicant. He answered the members questions and addressed their concerns.

A motion was made by Member LaBruyere with a second by Member Julien to recommend that the City Council approve the replat for Lots 1R and Lot 2, Block A, Senior Living At Saginaw. Motion carried.

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(7) PZ 0921-03 PUBLIC HEARING

Consideration And Action Regarding A Request For Approval Of A Specific Use Permit To Be Allowed To Operate A Smoke Shop At 1029 North Saginaw Boulevard, Suite E-7 In Saginaw

Vice Chairman Haney opened the Public Hearing at 6:05 p.m.

DPW Trice briefly explained that this request and asked the applicant to address the Commission. Shamsher Shrestna answered the members' questions and addressed their concerns.

Vice Member Haney closed the Public Hearing at 6:12 p.m.

A motion was made by Member Julien with a second by Alternate Member Wooten to recommend that the City Council approve the request for a specific use permit to operate a tobacco shop at 1029 N. Saginaw Boulevard

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

(8) Staff Report

A. Discussion of Residential, Commercial, Industrial, and City Capital Projects

B. Update Commission of City Council Action on Previous Cases

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

(9) 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

(10) Adjournment

Motion was made by Member LaBruyere with a second by Member Julien to adjourn the meeting. Motion carried.

For: Vice Chairman Haney
Members Julien, LaBruyere, Alternate Member Wooten

Against: None

Absent Chairman Lewis, Member Barngrover, Alternate Member Villarreal

Vice Chairman Haney declared the meeting of September 14, 2021 closed at 6:18 p.m.

APPROVED:

Matthew Lewis, Chairman

ATTEST:

Mary Ragle, Recording Secretary

EXHIBIT A

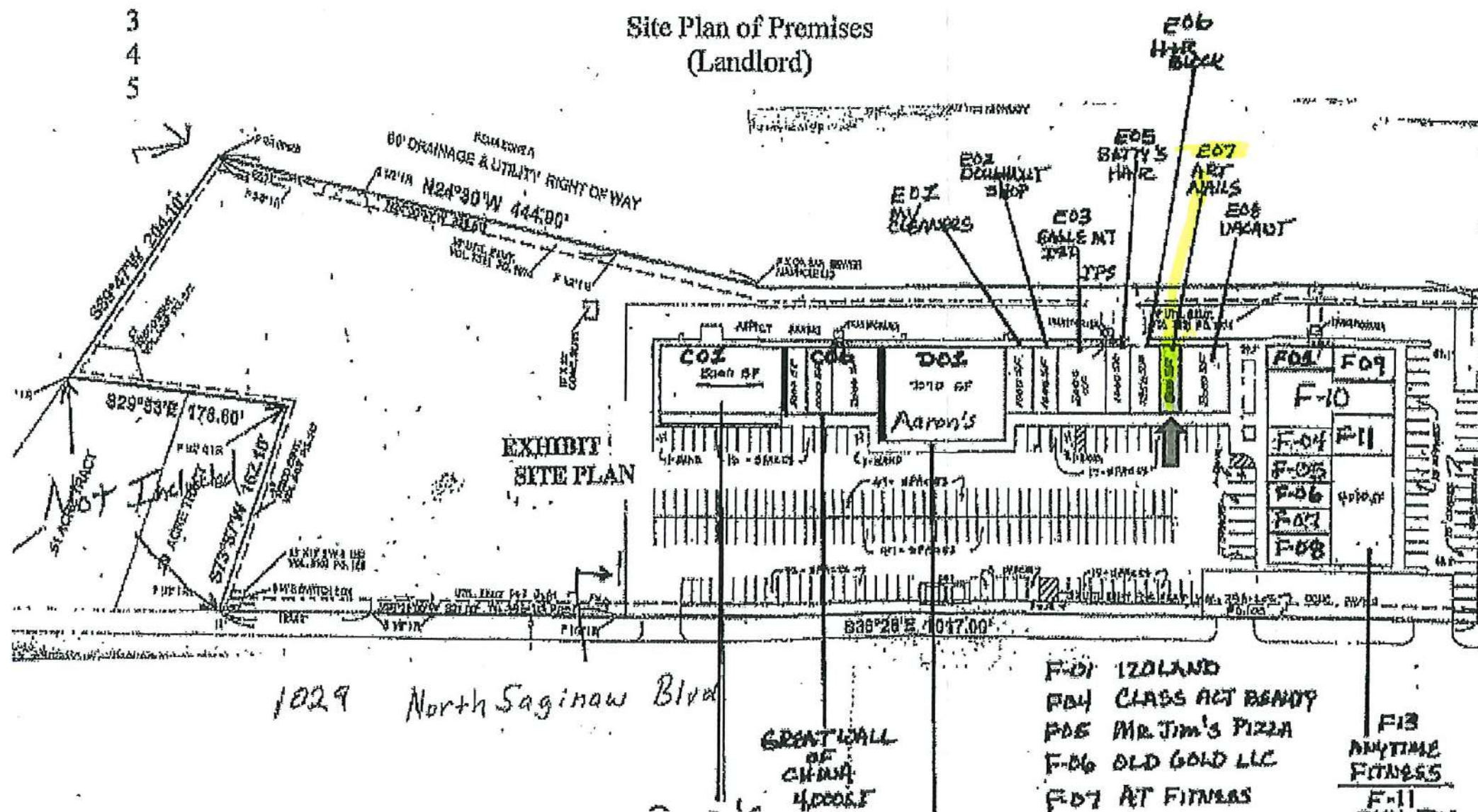
DEPICTION OF PREMISES

NORTHTOWN CENTER
1029 N. SAGINAW BLVD
SAGINAW, TEXAS

APRIL 23, 2012

Exhibit "B"

Site Plan of Premises
(Landlord)



ORDINANCE NO. 2021- 22

AN ORDINANCE AMENDING ORDINANCE NO. 2002-04, AS AMENDED, THE ZONING REGULATIONS OF THE CITY OF SAGINAW, TEXAS, BY APPROVING A SPECIFIC USE PERMIT TO ALLOW THE OPERATION OF A TOBACCO SHOP ON PROPERTY LOCATED AT 1029 N. SAGINAW BOULEVARD, SUITE E-7 IN SAGINAW, REVISING THE OFFICIAL ZONING MAP IN ACCORDANCE THEREWITH; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw 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 Council of the City of Saginaw heretofore adopted Ordinance No. 2002-04, as amended, the Zoning Regulations of the City of Saginaw, which Ordinance regulates and restricts the location and use of buildings, structures and land for trade, industry, residence and other purposes, and provides for the establishment of zoning districts of such number, shape and area as may be best suited to carry out these regulations; and

WHEREAS, in accordance with Sections 1-3 and 5-4 of the Zoning Regulations of the City, the tenant of Suite 7-E of 1029 N. Saginaw Boulevard in Saginaw, Tarrant County, Texas, has filed an application for a Specific Use Permit to allow the operation of a smoke shop business and

WHEREAS, the Planning and Zoning Commission of the City of Saginaw, Texas held a public hearing on September 14, 2021 , and the City Council of the City of Saginaw, Texas, held a public hearing on September 21, 2021, with respect to the Specific Use Permit

described herein; and

WHEREAS, the City Council has determined that the requested Specific Use is compatible with adjacent property use and consistent with the character of the neighborhood; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, and all other laws dealing with notice, publication and procedural requirements for the rezoning of the property.

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

SECTION 1)

Ordinance No. 2002-04, as amended, is hereby amended by approving the following specific use:

At 1029 N. Saginaw Boulevard, Suite E-7, a Specific Use Permit to allow the operation of a smoke shop business, property as shown in Exhibit "A" attached hereto and incorporated herein.

SECTION 2)

The Specific Use Permit as herein established has been made in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals and general welfare of the community.

SECTION 3)

The official map of the City of Saginaw is amended and the City Secretary is directed to revise the official zoning map to reflect the approved Specific Use Permit as set forth above.

SECTION 4)

The use of the property described above shall be subject to all applicable regulations

contained in the Zoning Regulations and all other applicable and pertinent ordinances of the City of Saginaw.

SECTION 5)

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Saginaw, Texas, as amended, except when the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinances and such code are hereby repealed.

SECTION 6)

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 7)

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 8)

All rights and remedies of the City of Saginaw are expressly saved as to any and all violations of the provisions of Ordinance No. 2002-04, as amended, or any ordinances governing zoning that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 9)

The City Secretary of the City of Saginaw is hereby directed to publish in the official newspaper of the City of Saginaw, the caption and the penalty clause of this ordinance in accordance with Section 52.013(b) of the Texas Local Government Code.

SECTION 10)

This Ordinance shall be in full force and effect from and after the date of its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS 21st DAY OF SEPTEMBER 2021.

MAYOR, TODD FLIPPO
ATTEST:

CITY SECRETARY, JANICE ENGLAND

EFFECTIVE: _____

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY, BRYN MEREDITH



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Gabe Reaume
City Manager

Agenda Items: (9)

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:

Consideration and Action regarding Memo of Understanding (MOU) with Eagle Mt.-Saginaw Independent School District regarding possible Natatorium

BACKGROUND/DISCUSSION:

This item is for consideration of a MOU with EMS-ISD regarding a possible natatorium. Patrick Farr will present a brief overview of this item.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

Description

Proposed MOU

MEMORANDUM OF UNDERSTANDING

between

CITY OF SAGINAW, TEXAS

and

EAGLE MOUNTAIN-SAGINAW INDEPENDENT SCHOOL DISTRICT

1. PARTIES

This Memorandum of Understanding ("MOU") is entered into between the CITY OF SAGINAW, TEXAS ("City") and EAGLE MOUNTAIN-SAGINAW INDEPENDENT SCHOOL DISTRICT ("EMSISD") (collectively referred to herein as "the Parties" or individually as "Party"). The Parties agree to abide by the terms and provisions of the MOU throughout its duration.

2. PURPOSE

The purpose of this MOU is to establish a cooperative and mutually beneficial working relationship between the Parties with the goal of developing, constructing, operating and maintaining an indoor swim facility ("Facility") within the City of Saginaw, Texas.

3. SCOPE OF COOPERATION

The City desires to provide funds to develop, construct and maintain the Facility, and EMSISD desires to provide initial funds and recurring funds to develop, construct, maintain and operate the Facility. Both City and EMSISD ultimately desire to memorialize the respective Parties' intended rights and obligations with respect to the financing, construction and operation of the Facility pursuant to an Interlocal Cooperation Agreement (pursuant to Chapter 791 of the Texas Government Code).

4. OPERATION OF THE FACILITY

The Parties intend to operate the Facility pursuant to an operating agreement ("Operating Agreement") to be negotiated and entered into with a third-party operator ("Operator"), which is yet to be identified.

5. EXTENT OF EQUITY AND ACCESS

5.1 The Parties desire to contribute capital for the development and construction of the Facility.

5.2 City anticipates contributing a minimum of \$10,500,000.00 and a maximum of \$12,500,000.00 for the development and construction of the Facility.

5.3 EMSISD anticipates contributing an amount of \$5,000,000.00 for the development and construction of the Facility.

5.4 It is anticipated that the City shall be the sole owner of the Facility. In addition, it is anticipated that EMSISD shall have unrestricted access to the Facility, and may have the option to purchase the Facility

from City at an amount not to exceed City's original basis plus any obligations to Operator at the time of such purchase.

5.5 Both City and EMSISD may elect to allow the Operator to contribute funds as a capital contribution toward the development and construction of the Facility. The Parties agree that Operator's capital contribution shall not entitle the Operator to own any portion of the Facility, but shall entitle the Operator to receive certain privileges, to be defined in the Operating Agreement. Such entitlement should not exceed a duration of 20 years from the date that such contribution is made.

5.6 The Parties agree that shared and equitable access to the Facility will be defined in the Operating Agreement and that each Party will have unrestricted access to the Facility during the times and dates agreed upon in the Operating Agreement. It is anticipated that EMSISD's access to the Facility will be scheduled on an annual basis pursuant to a mutually-agreed upon use schedule outlining the dates, times and portions of the Facility to be used by EMSISD.

6. MAINTENANCE & OPERATION EXPENSES

6.1 Both City and EMSISD anticipate establishing a capital improvement and replacement fund ("CapEx Fund") and to equitably contribute to the CapEx Fund. The CapEx Fund, which total anticipated amount shall be determined by mutual agreement of the Parties, shall be used to replace major components of the Facility intended to have a service life of more than 10 years. City anticipates contributing (to the CapEx Fund) 50% of the agreed upon amount less initial capital expense overages, including debt service cost. EMSISD anticipates contributing the balance of the agreed-upon amount.

6.2 It is anticipated that EMSISD shall be responsible for all maintenance and operation costs necessary to safely and efficiently operate the Facility 40 hours per week for a period of 48 weeks each year.

6.3 The Parties agree that the Operating Agreement should include provisions that will enable the Operator to supplant EMSISD's operating costs, and to also supplement operating costs to increase hours of operation.

6.4 The Parties agree that the Operating Agreement should be the only instrument used to define hours of operation, staffing and housekeeping responsibilities for the Facility.

6.5 The Parties anticipate that the Operator may lease the Facility in order to fund its operational expenses.

7. DURATION

7.1 This MOU shall be effective on the date the MOU is signed by the last signing party, as indicated by the date under that party's signature ("Effective Date"), and shall remain in full force and effect until the MOU is terminated by the Parties in accordance with the terms set forth herein, or until the Parties execute an Interlocal Cooperation Agreement governing the Facility, whichever is earlier.

7.2 Either party may terminate this MOU, with or without cause, by providing 30 days written notice to the other party.

7.3 The terms of this MOU may be amended upon written approval by both Parties' designated representative without requiring further approval by their respective governing body, if any. The amendment(s) becomes effective upon the date of approval.

8. COSTS ASSOCIATED WITH MOU

Each Party hereto shall be solely responsible for its own costs and expenses associated with the Parties' respective obligations under this MOU. All respective expenses shall be funded through currently available funds of each Party, only.

9. NOTICES

All notices to any Party to this MOU must be in writing and must be delivered by hand, facsimile, electronic mail, or registered or certified mail, return receipt requested, to the Party to whom the notice is given at its address set out below or other address the receiving Party has designated previously by proper notice to the sending Party.

To City: Gabe Reaume
City Manager
P. O. Box 79070
Saginaw, Texas 76179
greaume@saginawtx.org

To EMSISD: Jim Chadwell
Superintendent
1200 N Old Decatur Rd
Fort Worth, TX 76179
jchadwell@ems-isd.net

EXECUTED by the Parties, or their duly authorized representatives, to be and become effective on the Effective Date.

CITY OF SAGINAW

Date:

By: Todd Flippo
Mayor

ATTEST:

City Secretary

**EAGLE MOUNTAIN SAGINAW
INDEPENDENT SCHOOL DISTRICT**

Date:

By: _____

ATTEST:

DRAFT



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Kim Quin
Finance Director

Agenda Items: (10)

E-mail: kquin@saginawtx.org

Phone: 817-230-0332

SUBJECT:

Public Haring - Presentation of Revised Budget for Fiscal Year 2020-2021

BACKGROUND/DISCUSSION:

Budget adjustments are made at fiscal year end to more closely reflect actual revenues and expenditures for the year. The budget must be amended in the same manner in which it was adopted. A public hearing is necessary and has been advertised.

FINANCIAL IMPACT:

Line items have been adjusted to reflect projected year end financial activity. The attached memo describes the adjustments in detail.

RECOMMENDATION:

N/A

ATTACHMENTS:

Description

Year End Budget Adjustments

MEMORANDUM

DATE: September 15, 2021
TO: Gabe Reaume, City Manager
FROM: Kim Quin, Finance Director
RE: 2020-2021 Year-end Budget Adjustments

The attached schedule shows recommended year-end budget adjustments. The changes are described below.

General Fund – Revenues – Many of the General Fund revenue sources are higher than budgeted with an estimated total \$1,611,990 revenue increase. As Police Department vacancies were filled, court operations resumed, and the success of virtual court hearings, court fines and fees are estimated to be \$55,790 higher than budgeted. Building activity has remained strong this fiscal year and is reflected in the higher than budgeted permits & fees, contractor registration fees, building permits, and construction inspection fees. Recreation fees are decreased due to the continued social distancing measures and minimal programming. The Aquatic Center was not opened this current year due to winter storm damage also contributing to lower Recreation revenues. The revenue loss is offset by vacancy and supplies savings for Aquatic and Recreation programs. Sales tax collections are due to increased sales, as well as, a one-time audit adjustment from the State Comptroller in May. Sales tax collections are up 8% over last year when discounted by the audit adjustment. Property tax revenue is higher than budgeted due to favorable judgements by the Tarrant Appraisal District's Appraisal Review Board. The budget was based on a 30% loss in value for properties under dispute. Delinquent property tax collections and penalty and interest on delinquencies are down. Waste disposal franchise fees are up due to increases in commercial and residential activity. Reimbursement from the City of Lake Worth is lower than budgeted to offset half of the value of the vehicle acquired from Lake Worth for the Emergency Management Coordinator. The transfer from the Escrow Fund reflects developer reimbursement for the costs associated with the Public Improvement District creation process. Miscellaneous revenues and interest earnings are down. **Expenses** – Vacancy savings (salary and benefits) for General Fund departments total more than \$700,000 partially offset by increased overtime to maintain minimum staffing levels and other mid-year staffing changes. Salary savings was also used to fund the summer intern program. Health insurance savings are being transferred to the General Escrow Fund to mitigate anticipated health insurance increases in future years. Many departments will have a savings in educational travel and training due to many events being virtual this year. There is an estimated increase in election expense due to the necessary runoff election. There were lower than budgeted expenses in employee programs and community revitalization expense. There is an increase in legal ads due to cost of advertising the necessary notifications of the bond election, runoff election and other required public hearings. Engineering fees not related to capital projects are increased partially due to bond election preparation. There was a necessary utility surcharge fee after the winter storm. The land purchased was reclassified from capital outlay/special requests to the land line item. Capital Outlay is increased for the

improvements to the City Council chambers audio/visual system approved by the City Council on September 7, 2021. Fire Department capital outlay is increased for the replacement of a command vehicle approved by the City Council on April 6, 2021. The line item is also increased for the purchase of bunker gear (\$25,000) that is grant funded. Building maintenance and repairs is increased due to the replacement of air conditioning units and the Police Station and Fire Station #2. Increases totaling \$33,490 are included for the mowing contract approved by the City Council on April 6, 2021. Funding is transferred from the Library book leasing line item to the Books, CD's, DVD's line item due to leasing no longer being an option. Funding of \$17,215 is added for the abatement of property at 108 S. Belmont as approved by the City Council on April 6, 2021. There is an estimated savings of \$43,000 in fuel savings. The transfer to the equipment replacement fund is increased by \$14,740 for the Animal Services and Fire Command vehicles added mid-year. There is \$8,370 savings in economic development reimbursement line item due to lower than budgeted 380 agreement payment. There is a \$19,550 savings in the Building Improvement Grants line item. There is an estimated savings of \$87,665 of the \$90,000 added mid-year for a lobbyist related to the National Guard property. The \$150,000 budgeted for Saginaw Boulevard redevelopment was not spent in the current year; it is budgeted in Fiscal Year 2021/2022. The balance of the Economic Development Incentive line item of \$30,000 will be transferred to the General Escrow Fund to be used for incentives in future years. There are several line item increases in the Information Technology budget related to increased security and the cyber security audit. Expenditure line item decreases in the General Fund total \$690,645. The General Fund balance is estimated to increase by \$2,302,635.

Debt Service Fund – Property tax revenue is more than budgeted due to favorable judgements of the Appraisal Review Board. Delinquent tax collections and penalties and interest are down. The 2021 bond sale resulted in \$4,440 excess bond proceeds and \$11,290 in accrued interest. Interest earning are lower than budgeted due to lower than anticipated interest rates. The Debt Service Fund balance is estimated to increase by \$105,630.

Enterprise Fund – Water sales and wastewater service are higher than budgeted due to higher than average use. Increased revenues for these services are partially offset by the corresponding increase in expense to the City of Fort Worth for water and wastewater. Penalty and Other Revenues are decreased due to several months of increased “grace period” for delinquent accounts. Interest earnings are down due to lower than anticipated interest rates. Due to the delay of the Northwest booster pump design, the impact fees to the Enterprise Fund will be reduced. Vacancy savings is offset by increased overtime to maintain minimum staffing levels and emergency call outs during the winter storm. Health insurance savings are being transferred to the Enterprise Escrow Fund to mitigate anticipated health insurance increases future years. Savings in the wastewater system supplies and water meter supplies is partially offset by an increase in water system supplies necessary for the repairs to pump 4. Engineering fees not related to capital projects are increased partially due to bond election preparation. Increases in utility expense is offset by savings in the power to the pump utility line item. There is a savings in the cellular meter reading line item due to the new meters still being installed in the current year. Fund balance is expected to increase by \$654,305.

Capital Projects Fund – Budget adjustments in the Capital Projects Fund include the sale of general obligation bonds for Knowles Phase1 and design of the library and senior citizens center. Tarrant County reimbursement is estimated based on the quarterly timing of reimbursements. Bailey Boswell Overpass adjustments are based on funding sources and estimated expenses through year end. Bond sales expenses were \$186,490. Budget

adjustments to the capital projects are based on estimated expenses through September 30, 2021. Adjustments will be made mid-year of Fiscal Year 2021/2022 to carryforward funding for these projects. Fund balance will be increased by \$22,175,810 to fund projects continuing in the coming fiscal year.

Crime Control and Prevention District Fund – Fund balance will be increased by an estimated \$286,150 due to increased sales tax revenue.

Drainage Utility Fund – Drainage fee increases are offset by lower than budget interest earnings. The fund balance is estimated to increase by \$1,451,360 due to the delay of the East Cement Creek Drainage project. When utility relocations are complete and the project can resume, adjustments will be made to carryforward funding for this project.

Street Maintenance Fund – Revenues are increased due to higher than budgeted sales tax collections partially offset by decreased interest earnings. Expenses are decreased due to the delay of maintenance projects because of staffing shortages in Tarrant County street repair crews. The Burlington Road reconstruction project is delayed until next fiscal year. Adjustments will be made mid-year of Fiscal Year 2021/2022 to carryforward funding for these projects. Fund balance is budgeted to increase by \$741,990.

Donations Fund – Revenue is decreased due to fewer utility customers electing the voluntary monthly donations. The decrease in voluntary donations is partially offset by collection for the Train & Grain Festival. Parks donations were used for the Independence Day fireworks show. Beautification donations were used for the water tank mural. Donations Fund balance is estimated to decrease by \$24,610.

General Escrow Fund – Hotel/Motel tax collections have increased as travel resumes. Court Technology and Court Security fees are higher than budgeted as court operations resume and Police Department staffing allows for traffic enforcement. Insurance claims revenue and expenses are higher than an average year due to the winter storm damage to City facilities and the resulting claims. There were developer contributions for Old Decatur Road, improvements at Blue Mound and Industrial, and for the Belt Mill Public Improvement District. Transfers are increased to escrow health insurance savings to mitigate future health insurance increases, for the equipment replacement fund of two additional vehicles, and for future economic development incentives. Unspent Economic Development Incentive funds are transferred from the General Fund to be used for future development incentives.

Enterprise Escrow Fund – Health insurance savings in the Enterprise Fund are being transferred to the Enterprise Escrow Fund to mitigate future health insurance increases. The Northwest booster pump design is delayed, funding will be carried forward in the coming year for this project.

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
General Fund				
Municipal Court Fines & Fees	01-3400-00-00	\$ 55,790.00		Court operations resumed/fewer PD vacancies
Recreation Fees	01-3500-00-00	\$ (343,605.00)		Rec Center closed/reduced capacity
Permits & Fees	01-3510-00-00	\$ 21,215.00		Permits fees higher than anticipated
Small Cell Permit	01-3512-00-00	\$ 1,000.00		New category of permit
Contractor Registration Fee	01-3513-00-00	\$ 15,520.00		Registration fees higher than anticipated
Property Tax Delinquent	01-3610-00-00	\$ (8,580.00)		Delinquent collections down
Property Tax Current	01-3620-00-00	\$ 180,550.00		Favorable judgements by ARB
Delinquent Tax Penalty & Interest	01-3676-00-00	\$ (3,040.00)		Delinquent collections down
State Sales Tax	01-3680-00-00	\$ 1,059,495.00		Increased sales & favorable audit adjustment
Franchise Fees - Waste Disposal	01-3684-00-00	\$ 23,200.00		Increased commercial disposal
Mixed Beverage Tax	01-3686-00-00	\$ (5,780.00)		COVID closures and reduced capacity
Building Permits	01-3703-00-00	\$ 311,765.00		Building activity remains strong
Elect, Plumb, Mech Permits	01-3704-00-00	\$ 15,220.00		Building activity remains strong
Construction Inspection Fees	01-3705-00-00	\$ 311,640.00		Non-recurring inspection fees
Rental Inspection Fees	01-3706-00-00	\$ 3,050.00		Increased rental units
Reinspection Fee	01-3707-00-00	\$ (2,150.00)		Fewer red tag fees
Emergency Mgt Cost Share	01-3815-00-00	\$ (7,715.00)		Based on actual costs
Other Income	01-3910-00-00	\$ (12,850.00)		Miscellaneous income down
Sale of Autos/Equipment	01-3915-00-00	\$ 8,820.00		Equipment auction proceeds
Interest Earnings	01-3950-00-00	\$ (29,125.00)		Lower interest rates
Transfer from Escrow Fund	01-9121-00-00	\$ 17,570.00		PID reimbursement of expenses
Transfer to Escrow Fund	01-9221-00-00		\$ 181,820.00	Escrow health insurance savings for future rate increase
Salaries - Administration	01-4010-02-00		\$ (22,000.00)	Management Analyst salary savings
Salaries PT- Administration	01-4012-02-00		\$ (18,000.00)	Intern salary savings
Social Security - Administration	01-4150-02-00		\$ (3,000.00)	Savings as a result of vacant positions
TMRS - Administration	01-4160-02-00		\$ (4,680.00)	Savings as a result of vacant positions
Health Insurance	01-4180-02-00		(13,160.00)	Escrow health insurance savings for future rate increase
Election Expense	01-5000-02-00		\$ 8,525.00	Estimated election expense - runoff
Employee Programs	01-5664-02-00		\$ (8,500.00)	Employee programs not developed due to COVID-19
Program Assistance	01-5765-02-00		\$ (8,400.00)	Savings in community revitalization expense
Legal Advertising	01-6010-02-00		\$ 39,000.00	Increased legal ads - bond election
Educational Training/Travel	01-6150-02-00		\$ (5,000.00)	Decreased training due to COVID-19
Engineering Fees - non project	01-6200-02-00		\$ 17,270.00	Increase in engineering fees not related to projects
Utilities	01-6300-02-00		\$ 7,600.00	Storm Recovery surcharge
Capital Outlay/Special Request	01-7000-02-00		\$ (485,085.00)	Reclassify land purchase expense
Capital Outlay/Special Request	01-7000-02-00		\$ 54,855.00	Council Chamber A/V system
Land	01-7001-02-00		\$ 485,085.00	Reclassify land purchase expense
Salaries - Court	01-4010-03-00		\$ (3,590.00)	Salary savings
Social Security - Court	01-4150-03-00		\$ (275.00)	Salary savings
TMRS - Court	01-4160-03-00		\$ (765.00)	Salary savings

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
Health Insurance	01-4180-03-00		(5,675.00)	Escrow health insurance savings for future rate increase
Data Processing Expense	01-4300-03-00		\$ 4,000.00	Increased court software cost
Salaries - Fire	01-4010-04-00		\$ (120,000.00)	Vacancy savings
Overtime - Fire	01-4015-04-00		\$ 55,000.00	Overtime for minimum staffing requirements
Overtime - Fire Other	01-4016-04-00		\$ (10,345.00)	Vacancy savings
Social Security - Fire	01-4150-04-00		\$ (5,700.00)	Vacancy savings
TMRS - Fire	01-4160-04-00		\$ (16,000.00)	Vacancy savings
Health Insurance	01-4180-04-00		(37,960.00)	Escrow health insurance savings for future rate increase
Capital Outlay/Special Request	01-7000-04-00		\$ 52,000.00	Fire Command Vehicle
Capital Outlay/Special Request	01-7000-04-00		\$ 25,000.00	Grant funded PPE
Salaries - Police	01-4010-05-00		\$ (200,000.00)	Vacancy savings
Salaries - Police Reg PT	01-4012-05-00		\$ 20,000.00	Background Investigator position
Salaries - Police Temp PT	01-4013-05-00		\$ (4,000.00)	Vacancy savings
Overtime - Police	01-4015-05-00		\$ 4,000.00	Overtime for minimum staffing requirements
Social Security - Police	01-4150-05-00		\$ (13,500.00)	Vacancy savings
TMRS - Police	01-4160-05-00		\$ (38,000.00)	Vacancy savings
Health Insurance	01-4180-05-00		(84,190.00)	Escrow health insurance savings for future rate increase
Data Processing Expense	01-4300-05-00		\$ 11,000.00	Increased cost for PD data sytems
Utilities	01-6300-05-00		\$ (13,000.00)	Decreased utility expense estimate
Salaries - Public Services	01-4010-06-00		\$ (30,500.00)	Vacancy savings
Salaries - Public Services Temp PT	01-4013-06-00		\$ 4,400.00	Summer Intern program
Overtime - Public Services	01-4015-06-00		\$ 10,795.00	Overtime for minimum staffing requirements
Social Security - Public Services	01-4150-06-00		\$ (1,200.00)	Vacancy savings
TMRS - Public Services	01-4160-06-00		\$ (4,200.00)	Vacancy savings
Health Insurance	01-4180-06-00		(30,030.00)	Escrow health insurance savings for future rate increase
Buildin Maint & Repairs	01-4900-06-00		\$ 50,500.00	A/C at Police Station and Fire Station #2
Contract Services - Mowing	01-5245-06-00		\$ 16,235.00	Increase for mowing contract
Utilities	01-6300-06-00		\$ 53,400.00	Icreased utility expense estimate
Health Insurance	01-4180-07-00		(370.00)	Escrow health insurance savings for future rate increase
Contract Services - Mowing	01-5245-07-00		\$ 17,255.00	Increase for mowing contract
Salaries - Recreation	01-4010-08-00		\$ (35,230.00)	Vacancy savings
Salaries - Recreation Regular PT	01-4012-08-00		\$ (65,995.00)	Vacancy savings
Salaries - Recreation Temp PT	01-4013-08-00		\$ (114,000.00)	Vacancy savings
Social Security - Public Services	01-4150-08-00		\$ (16,500.00)	Vacancy savings
TMRS - Public Services	01-4160-08-00		\$ (21,500.00)	Vacancy savings
Health Insurance	01-4180-08-00		\$ (6,900.00)	Escrow health insurance savings for future rate increase
Supplies	01-4750-08-00		\$ (14,000.00)	Reduced programming due to COVID-19
Special Programs	01-5232-08-00		\$ (10,000.00)	Credit for last year Concerts in the Park
Aquatic Supplies & Equipment	01-5233-08-00		\$ (24,000.00)	Pool not opened due to storm damage
Contract Services	01-5245-08-00		\$ (107,000.00)	Reduced programming due to COVID-19
Utilities	01-6300-08-00		\$ (26,000.00)	Decreased utility expense estimate

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
Capital Outlay/Special Request	01-7000-08-00		\$ 6,800.00	Replace counters and sinks
Salaries - Library	01-4010-09-00		\$ 13,850.00	Library staffing changes
Salaries - Library Regular PT	01-4012-09-00		\$ 2,500.00	Library staffing changes
Salaries - Library Temp PT	01-4013-09-00		\$ (5,660.00)	Vacancy savings
Social Security - Library	01-4150-09-00		\$ 820.00	Library staffing changes
TMRS - Library	01-4160-09-00		\$ 3,480.00	Library staffing changes
Health Insurance	01-4180-09-00		\$ (5,575.00)	Escrow health insurance savings for future rate increase
Books, CD'd, DVD's	01-4500-09-00		\$ 8,600.00	funding transferred from lease plan
Book Leasing	01-4505-09-00		\$ (8,600.00)	leasing plan terminated
Salaries - Inspections/Code	01-4010-10-00		\$ 21,720.00	Inspector position added
Social Security - Inspections/Code	01-4150-10-00		\$ 1,665.00	Inspector position added
TMRS - Inspections/Code	01-4160-10-00		\$ 4,625.00	Inspector position added
Health Insurance	01-4180-10-00		\$ 1,640.00	Escrow health insurance savings for future rate increase
Contract Services	01-5250-10-00		\$ (28,580.00)	Inspection Contract terminated
Abatement of Property	01-6250-10-00		\$ 17,215.00	108 S. Belmont
Utilities	01-6300-10-00		\$ (5,000.00)	Decreased utility expense estimate
Salaries - Animal Services	01-4010-11-00		\$ 23,860.00	Adoption & Rescue Coord postion added
Salaries - Animal Services Temp PT	01-4013-11-00		\$ 5,835.00	Summer Intern Program
Social Security - Animal Services	01-4150-11-00		\$ 2,300.00	Staffing changes
TMRS - Animal Services	01-4160-11-00		\$ 5,100.00	Staffing changes
Health Insurance	01-4180-11-00		\$ 3,235.00	Escrow health insurance savings for future rate increase
Capital Outlay/Special Request	01-7000-11-00		\$ 60,875.00	Animal Services vehicle
Salaries - Fleet Maintenance	01-4010-12-00		\$ (13,240.00)	Vacancy savings
Social Security - Fleet Maint	01-4150-12-00		\$ (1,000.00)	Vacancy savings
TMRS - Fleet Maintenance	01-4160-12-00		\$ (2,800.00)	Vacancy savings
Health Insurance	01-4180-12-00		\$ (5,400.00)	Escrow health insurance savings for future rate increase
Gasoline	01-4850-12-00		\$ (43,000.00)	Fuel savings
Educational Training/Travel	01-6150-12-00		\$ (5,000.00)	Training savings due to vacancy and COVID-19
Transfer to Escrow Fund	01-9221-12-00		\$ 14,740.00	Increase to equipment repl transfer for 2 additional vehicles

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
Economic Dev Reimbursement	01-6140-13-00		\$ (8,370.00)	Lower than budget 380 agreement payment
Building Improvement Grants	01-6142-13-00		\$ (19,550.00)	Lower than budgeted grant funding
Professional Services	01-6650-13-00		\$ (87,665.00)	Savings for National Guard Lobbyist
Capital Outlay/Special Request	01-7000-13-00		\$ (150,000.00)	Saginaw Blvd redevelopment funding not spent
Economic Dev Incentives	01-6141-13-00		\$ (30,000.00)	Transfer balance of Econ Dev incentives
Transfer to Escrow Fund	01-9221-13-00		\$ 30,000.00	Transfer balance of Econ Dev incentives
Health Insurance	01-4180-14-00		\$ 2,565.00	Escrow health insurance savings for future rate increase
Contract Services	01-5245-14-00		\$ 3,970.00	security audit/enhanced security measures
Utilities	01-6300-14-00		\$ 5,000.00	enhanced off site backup
Telephone Expenses	01-6850-14-00		\$ (5,000.00)	estimated savings in telephone service
Capital Outlay/Special Request	01-7000-14-00		\$ 3,910.00	cyber security consultant fee
ADDITION TO FUND BALANCE		\$ -	\$ 2,302,635.00	
GENERAL FUND TOTAL		\$ 1,611,990.00	\$ 1,611,990.00	
<u>Debt Service Fund</u>				
Excess Bond Proceeds	04-3600-00-00	\$ 4,440.00		2021 bond sale
Property Tax Delinquent	04-3610-00-00	\$ (8,025.00)		Delinquent collections down
Property Tax Current	04-3620-00-00	\$ 115,075.00		Favorable judgements by ARB
Delinquent Penalty & Interest	04-3676-00-00	\$ (3,150.00)		Decrease in delinquent payers
Interest Earnings	04-3950-00-00	\$ (14,000.00)		Lower than projected interest rate
Bond Interest Payments	04-5475-00-00		\$ (11,290.00)	2021 bond sale - accrued interest
ADDITION TO FUND BALANCE		\$ -	\$ 105,630.00	
DEBT SERVICE FUND TOTAL		\$ 94,340.00	\$ 94,340.00	

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>Enterprise Fund</u>				
Water Sales	05-3640-00-00	\$ 1,200,000.00		Increased water sales
Wastewater Service	05-3642-00-00	\$ 285,000.00		Increased wastewater service
Water Tap Fees	05-3646-00-00	\$ (5,710.00)		Decreased water tap fees
Wastewater Tap Fees	05-3648-00-00	\$ (4,600.00)		Decreased wastewater tap fees
Wastewater Surcharge	05-3650-00-00	\$ 37,000.00		Increased surcharge
Penalties	05-3671-00-00	\$ (22,000.00)		Increased "grace period" on penalties
Other Income	05-3910-00-00	\$ (9,000.00)		Fewer cut off fees
Sale of Autos/Equipment	05-3915-00-00	\$ 3,960.00		Equipment auction proceeds
Interest Earnings	05-3950-00-00	\$ (20,330.00)		Lower than projected interest rate
Transfer from EF Escrow	05-9125-00-00	\$ (380,000.00)		delay in NW Booster Pump design
Salaries - Water/Wastewater	05-4010-50-00		\$ (27,000.00)	Vacancy savings
Salaries - W/WW Temp PT	05-4013-50-00		\$ 5,210.00	Summer Intern program
Overtime - Water/Wastewater	05-4015-50-00		\$ 31,000.00	Overtime for minimum staffing requirements
Social Security - Public Services	05-4150-50-00		\$ 705.00	Vacancy savings offset by OT increase
Health Insurance	05-4180-50-00		\$ (19,490.00)	Escrow health insurance savings for future rate increase
Transfer to Escrow Fund	05-9225-00-00		\$ 19,490.00	Escrow health insurance savings for future rate increase
Water System Supplies	05-4901-50-00		\$ 22,000.00	repairs to pump 4
Wastewater System Supplies	05-4971-50-00		\$ (19,000.00)	estimated line item savings
Water Meters & Supplies	05-4975-50-00		\$ (35,000.00)	estimated line item savings
Contract Services - Misc	05-5250-50-00		\$ 3,000.00	telephone payment processing fees
Arbitrage Expense	05-5500-50-00		\$ 4,500.00	Fees for arbitrage calculations
Educational Training/Travel	05-6150-50-00		\$ 5,000.00	Additional employee development
Engineering Fees	05-6200-50-00		\$ 36,000.00	Higher non-project engineering expense/bond planning
Utilities	05-6300-50-00		\$ 16,900.00	Increased utility expense estimate
Power to Pumps	05-6350-50-00		\$ (20,000.00)	Decreased electricity for pumps expense
Water - Fort Worth	05-6810-50-00		\$ 300,000.00	Increased water sales
Wastewater - Fort Worth	05-6820-50-00		\$ 505,000.00	Increased wastewater service
Telephone Expense	05-6850-50-00		\$ 3,000.00	Increased cell phone expense
Meter Reading Cellular	05-6851-50-00		\$ (21,300.00)	Cellular meter reading decreased
NW Booster Pump Design	05-7027-55-00		\$ (380,000.00)	delay in NW Booster Pump design
ADDITION TO FUND BALANCE			\$ 654,305.00	
ENTERPRISE FUND TOTAL		\$ 1,084,320.00	\$ 1,084,320.00	

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>Capital Projects Fund</u>				
Bond Proceeds	06-3600-00-00	\$ 8,435,000.00		Bond Proceeds - 2021 General Obligation Bonds
Bond Premium	06-3601-00-00	\$ 751,490.00		Bond Proceeds - 2021 General Obligation Bonds
BB Rd - Tarrant County Reimb.	06-3851-00-00	\$ (1,781,290.00)		Modify budget based on reimbursement timing
Bailey Boswell Overpass	06-4052-00-00		\$ (598,535.00)	redistribute budget based on funding sources
Bailey Boswell Overpass	06-4052-17-00		\$ (5,294,360.00)	redistribute budget based on funding sources
Bailey Boswell Overpass	06-4052-45-00		\$ 2,930,445.00	redistribute budget based on funding sources
Bond Sale Expense	06-5115-21-00		\$ 186,490.00	2021 GO Bond sale expense
Knowles Drive	06-1507-20-00		\$ (645,000.00)	Estimated design completed through year end
ODR/Boaz Intersection	06-1508-20-00		\$ (140,680.00)	Estimated work completed through year end
Fire Station	06-1509-20-00		\$ (11,206,600.00)	Fire Station funding carried forward
Street/Sidewalk improvements	06-1514-20-00		\$ (12,670.00)	Sidewalk construction contract
Blue Mound/Industrial Imprv	06-1516-20-00		\$ 10,300.00	Estimated work completed through year end
ADDITION TO FUND BALANCE			\$ 22,175,810.00	
CAPITAL PROJECTS FUND TOTAL		\$ 7,405,200.00	\$ 7,405,200.00	
<u>CRIME CONTROL AND PREVENTION DISTRICT FUND</u>				
State Sales Tax	11-3680-00-00	\$ 291,030.00		Increased sales & favorable audit adjustment
Grant Assistance	11-3800-00-00	\$ (4,880.00)		Delay in state grant processing
INCREASE IN FUND BALANCE			\$ 286,150.00	
CCPD FUND TOTAL		\$ 286,150.00	\$ 286,150.00	
<u>Drainage Utility Fund</u>				
Drainage Utility Fees	14-3645-00-00	\$ 6,990.00		Higher than budgeted drainage fees
Interest Earnings	14-3950-00-00	\$ (4,730.00)		Lower interest rates
East Cement Creek Project	14-7000-00-00		\$ (1,449,100.00)	Project delay - reduce FY expense
INCREASE IN FUND BALANCE			\$ 1,451,360.00	
DRAINAGE UTILITY FUND TOTAL		\$ 2,260.00	\$ 2,260.00	

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>Street Maintenance Fund</u>				
State Sales Tax	16-3680-00-00	\$ 91,575.00		Increased sales & favorable audit adjustment
Interest Earnings	16-3950-00-00	\$ (4,065.00)		Lower than projected interest rate
Industrial Streets	16-4001-00-00		\$ (50,000.00)	Repairs delayed due to COVID-19 staffing shortages
South Streets	16-4008-00-00		\$ (140,000.00)	Repairs delayed due to COVID-19 staffing shortages
Contract Maint & Repairs	16-4935-00-00		\$ (30,000.00)	Crack seal program delayed
Capital Outlay/Special Requests	16-7000-00-00		\$ (434,480.00)	delayed Burlington Road reconstruction
INCREASE IN FUND BALANCE			\$ 741,990.00	
STREET MAINTENANCE FUND TOTAL		\$ 87,510.00	\$ 87,510.00	
<u>Donation Fund</u>				
Donations Revenue	20-3940-00-00	\$ (33,070.00)		Fewer voluntary donations
T Shirt Sales	20-3906-67-00	\$ 1,000.00		Estimated T Shirt sales
Donations Revenue	20-3940-67-00	\$ 25,000.00		Estimated Train and Grain Donations
Special Programs	20-5232-61-00		\$ 5,540.00	Fire Works expense
Special Requests	20-7000-63-00		\$ 12,000.00	Water Tank mural
USE OF FUND BALANCE		\$ 24,610.00		
DONATION FUND TOTAL		\$ 17,540.00	\$ 17,540.00	

YEAR END BUDGET ADJUSTMENTS

FY 2020-2021

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>General Escrow Fund</u>				
Hotel/Motel Tax	21-3677-31-00	\$ 3,000.00	\$ -	Higher than budgeted Hotel/Motel tax
Interest Earnings	21-3950-31-00	\$ (135.00)		Lower interest rates
Hotel/Motel Tax	21-3677-32-00	\$ 14,730.00	\$ -	Higher than budgeted Hotel/Motel tax
Interest Earnings	21-3950-32-00	\$ (715.00)		Lower interest rates
Court Technology Fees	21-3515-33-00	\$ 3,745.00		Court operations resumed/fewer PD vacancies
Court Security Fees	21-3517-34-00	\$ 6,525.00		Court operations resumed/fewer PD vacancies
Interest Earnings	21-3950-34-00	\$ (305.00)		Lower interest rates
Insurance Claims	21-3904-43-00	\$ 157,645.00		Higher than average claims year - Storm Damage
Interest Earnings	21-3950-43-00	\$ (185.00)		Lower interest rates
Maintenance & Repairs	21-4900-43-00		\$ 85,800.00	Higher than average claims year - Storm Damage
Other Income	21-3910-49-00	\$ 163,875.00		Developer Contributions for Old Decatur Road
Interest Earnings	21-3950-49-00	\$ 325.00		Interest earnings on ODR escrow
PID Reimb Deposit	21-3950-55-00	\$ 50,000.00		Belt Mill PID deposit
Transfer to General Fund	21-9201-55-00		\$ 17,570.00	Belt Mill PID expense reimbursement
Other Income	21-3910-58-00	\$ 10,300.00		Contribution for Blue Mound Rd/Industrial Improvements
Capital Outlay/Special Requests	21-7000-58-00		\$ 10,300.00	Expense for Blue Mound Rd/Industrial Improvements
Transfer from General Fund	21-9101-00-00	\$ 181,820.00		Escrow health insurance savings for future rate increase
Transfer from General Fund	21-9101-00-00	\$ 14,740.00		Increase to equipment repl transfer for 2 additional vehicles
Transfer from General Fund	21-9101-00-00	\$ 30,000.00		Transfer balance of Econ Dev incentives
INCREASE IN FUND BALANCE			\$ 521,695.00	
GENERAL ESCROW FUND TOTAL		\$ 635,365.00	\$ 635,365.00	
<u>Enterprise Escrow Fund</u>				
Transfer from Enterprise Fund	25-9105-00-00	\$ 19,490.00		Escrow health insurance savings for future rate increase
Water Impact Fees	25-3652-51-00	\$ 4,995.00		Water Impact Fees collected
Interest Earnings	25-3950-51-00	\$ 1,010.00		Interest earning on water impact fees
Engineering Fees - Non Capital	25-6200-51-00		\$ 2,325.00	Impact fee update
Transfer to W/WW Fund	25-9205-51-00		\$ (380,000.00)	delay in NW Booster Pump design
INCREASE IN FUND BALANCE		\$ -	\$ 403,170.00	
ENTERPRISE ESCROW FUND TOTAL		\$ 25,495.00	\$ 25,495.00	



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Kim Quin
Finance Director

Agenda Items: (11)

E-mail: kquin@saginawtx.org

Phone: 817-230-0332

SUBJECT:

Consideration and Action regarding Resolution No. 2021-22, Adoption of Revised Budget for Fiscal Year 2020-2021.

BACKGROUND/DISCUSSION:

Resolution No. 2021-22 adopts the final revisions for the 2020-2021 fiscal year budget.

FINANCIAL IMPACT:

The purpose of the revisions is to bring revenues and expenditures in line with projected year end totals and amend the budget for items previously approved by the City Council.

RECOMMENDATION:

Staff recommends approval of Resolution No. 2021-22, adoption of the revised budget for fiscal year 2020-2021.

ATTACHMENTS:

Description

Resolution No.2021-22

**CITY OF SAGINAW
RESOLUTION NO. 2021-22**

**BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS
ADOPTING A REVISED BUDGET FOR THE CITY OF SAGINAW
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND
ENDING SEPTEMBER 30, 2021**

WHEREAS, in accordance with Chapter 102 of the Texas Local Government Code and Article XII of the City Charter, notice of a public hearing before the City Council was published in the official newspaper of the City to consider adoption of the revised budget for the City of Saginaw, Texas, for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS, the City Council has heretofore held the public hearing to receive public comment on the proposed revised budget; and

WHEREAS, the City Council is of the opinion and finds that the revised budget is in the best interest of the municipal taxpayers and that it should be adopted and approved as presented.

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

1. That the revised budget prepared by City Staff and filed with the City Secretary, with such modifications and amendments as have been made by the City Council, a copy of which revised budget with any and all such modifications and amendments is attached hereto and incorporated by reference as part of this Resolution, be and the same is hereby approved and adopted as the budget for the operation of the City of Saginaw, Texas, for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

2. That a copy of said budget as hereby adopted is hereby authorized to be filed with the City Secretary at all offices required by law.

ADOPTED AND APPROVED this the 21st day of September, 2021.

APPROVED:

Todd Flippo, Mayor

ATTEST:

Janice England, City Secretary



City of Saginaw

Meeting Date: 9/21/2021

Staff Contact: Gabe Reaume
City Manager

Agenda Items: (12)

E-mail: greame@saginawtx.org

Phone: 817-230-0324

SUBJECT:

Consideration and Action regarding Engagement Letter with P3Works, LLC for Tax Increment Reinvestment Zone (TIRZ) Administration Services for City of Saginaw TIRZ No. 1

BACKGROUND/DISCUSSION:

This item is for consideration of approval of an engagement letter with P3Works, LLC. The proposed engagement letter addresses TIRZ administration services for the creation of City of Saginaw TIRZ No. 1.

FINANCIAL IMPACT:

Compensation for the services included in the letter will be according to the hourly rate schedule listed in the letter.

RECOMMENDATION:

N/A

ATTACHMENTS:

Description

Proposed Engagement Letter



September 15, 2021

Gabe Reaume
City Manager
City of Saginaw
P.O. Box 79070
Saginaw, TX 76179

Dear Mr. Reaume,

P3Works, LLC., is pleased to have the opportunity to provide professional services related to the administration of the City of Saginaw, Tax Increment Reinvestment Zone No. 1 ("TIRZ"). Our approach is to provide a consistent and productive interface in order to assist the City in its endeavors. Our firm has significant experience designing and administering TIRZ districts throughout the state. We look forward to working closely with you and the rest of the City Staff to administer the TIRZ.

Below, please find a proposed scope of services. If the scope is acceptable, after proper approval please execute this letter and return to us at your convenience. P3Works is honored to be considered for this project and I am happy to answer any questions you may have or provide additional information.

Sincerely,

Mary V. Petty
Managing Partner



TIRZ PROPOSAL SCOPE OF SERVICE

OVERVIEW

P3Works, as directed by Mr. Reaume or his designee, will support the City staff in its administration of the TIRZ on an hourly basis, including preparation and filing of the State Comptroller Report, drafting of documentation required by the Statute, a Final Project and Finance Plan, review and analysis of existing documents, maps, and financial models as provided by the City and Developer teams, as well as the creation of documents, maps, and financial models as requested.

2021 COMPENSATION RATES

All services are eligible to be paid out of the TIRZ Administrative Fund, and will be performed on an hourly basis according to the following rate schedule:

Principal	\$250
Associate	\$185
Financial Analyst	\$160
GIS Analyst	\$135
Support Staff	\$100

TRAVEL and EXPENSES

For this engagement, actual travel time will be billed by the hour according to the schedule above.

TERMINATION

P3Works' services may be terminated at any time with or without cause upon written notification to:

P3Works, LLC.
9284 Huntington Square
Suite 100
North Richland Hills, TX 76182

Only billable hours which are incurred prior to the notification of termination and agreed to by the client will be due and payable upon receipt of invoice.

If these terms are acceptable, please sign below and return at your convenience.

We sincerely appreciate the opportunity to serve you and the City of Saginaw and look forward to continuing to assist you in these exciting projects.

Sincerely,

Mary V. Petty
Managing Partner

___/___/2021

Acknowledgement:

Todd Flippo
Mayor

___/___/___