

City Council Agenda

SAGINAW CITY COUNCIL NOTICE OF MEETING

Meeting and/or Executive Session Agenda

6:00 PM - Tuesday, February 1, 2022

Saginaw City Hall Council Chambers

333 West McLeroy Blvd.

In accordance with Section 551.043 of the Texas Government Code, this agenda has been posted at Saginaw City Hall, and distributed to the appropriate news media within the required time frame. All meetings of the Saginaw City Council are open to the public. Public participation and written comments are invited on all open session business items.

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

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

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

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

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

(2) Invocation--Pastor Dennis Hudson, Saginaw Park Baptist Church

(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, January 18, 2022

(b) Action regarding Resolution No. 2022-01, Calling for a General Election to elect the Offices of City Council Place 1, City Council Place 3, and City Council Place 5 to be held on May 7, 2022--Janice England, City Secretary

- (5) Aquatic Center Update--Vickie Weldon, Recreation Services Manager
- (6) PUBLIC HEARING - Consideration and Action Regarding Recommendation for Adoption of the 2022 Saginaw Comprehensive Plan (Ordinance No. 2022-02)--Rick Trice, P.E., Director of Public Works
- (7) Board & Commission Form Workshop Discussion--Council Board Appointment Sub Committee Members Lawson, Bighorse, and Copeland
- (8) FY2022 Work Plan Discussion--Gabe Reaume, City Manager
- (9) Bailey Boswell Overpass Update--Kimley-Horn & Associates
- (10) Executive Session--The City Council may take action on any Executive Session item posted.**

551.071. Texas Government Code.

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

- (a) Any Posted Item
- (b) Natatorium

551.074 Texas Government Code.

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

- (a) City Manager

- (11) Adjournment--Todd Flippo, Mayor**



City of Saginaw

Meeting Date: 2/1/2022

Staff Contact: Janice England
City Secretary

Agenda Items: (4)(a)

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:

Action regarding Minutes, January 18, 2022

BACKGROUND/DISCUSSION:

The minutes of the January 18, 2022 City Council Meeting are presented for consideration.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

Description

Minutes, 1-18-2022

**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
JANUARY 18, 2022**

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Junkersfeld
Councilmember	Charles Beasley
Councilmember	Nicky Lawson
Councilmember	Charles Tucker
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Bryn Meredith
City Engineer	Trenton Tidwell, P.E.
City Manager	Gabe Reaume
Asst. City Manager	Dolph Johnson
City Secretary	Janice England
Police Chief	Lee Howell
Asst. Police Chief	Russell Ragsdale
Asst. Fire Chief	Scott Craver
Director of Public Works	Rick Trice, P.E.
Dir. of Comm. & Eco. Dev.	Keith Rinehart
Director of Human Resources	Melanie McManus
Library Director	Ellen Ritchie
Municipal Court Judge	Lorraine Irby
Director of Communications	Pedro Zambrano
Management Analyst	Ayoub Kahondogoro
Police Lieutenant	Brandon Badovinac

Absent from the meeting:

Finance Director	Kim Quin
Fire Chief	Doug Spears

Visitors at the meeting:

Brack St. Clair	Wayne Giles
Katie Johnson	Jennifer Flippo
Ricky Gode	Kaden St. Lewis
Lillian St. Lewis	Jan Young
Karen Fuller	Whitney Berry
Kelly Stewart	Michael Orr

(1) Call to Order

Mayor Flipppo 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 Michael Orr of the Saginaw Church of Christ gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, January 4, 2022

b. Action regarding Building Improvement Grant Application with El Pasito LLC
(124 W. McLeroy Blvd.)

Summary: On Tuesday, January 4, 2022, the Saginaw City Council heard information in Executive Session pertaining to the specifics of a Building Improvement Grant (BIG) Program application submitted in December 2021 by El Pasito LLC in regards to their property located at 124 W. McLeroy Blvd. The City Council determined in that session to award an amount not-to-exceed \$5,000 in reimbursable and matching dollars for the anticipated improvements as proposed on their application. Funds are available in Account 0 1-6142-13, Building Improvement Grants, for this expenditure.

c. Action regarding Approval for Weaver and Tidwell, LLP to perform the Fiscal Year 2021-2022 Audit

Summary: After a request for proposals for professional auditing services, on June 18, 2019 the City Council awarded a two year contract with the option of three one year extensions to Weaver and Tidwell to perform audit services for the fiscal years 2018-2019 and 2019-2020. The audit recently completed was the first of the three one year extensions. Weaver and Tidwell's 2019 proposal included annual increases after the initial two year contract not to exceed 2% per year. The estimated cost of the FY2021-2022 audit is \$47,754. If a single audit is required, there will be an additional \$5,200 charge. Staff recommends approval.

d. Action regarding Approval of American Communications to provide the alerting and radio communications systems for the New Fire Station

Summary: Station alerting and radio communications systems are infinitely customizable to user specific demands. The Fire Department expended significant time and consideration in the design and operational capabilities of the systems for the new Fire Station to ensure that needs were addressed at the best possible value and within the designated budget. American Communications has been the primary provider for the Fire Department's emergency communications and Outdoor Warning Siren System for over thirty years. They are a local, reputable, and responsive vendor serving numerous public safety agencies in the region and throughout the State. Establishment of American Communications scope of work through Steele & Freeman ensures efficient work coordination and scheduling in addition to managing collaboration between trades that have an ancillary role in the alerting and communications infrastructure. The total financial impact will be \$86,518 for the audio and visual alerting system, the multiple station radio systems, an internal distributed antenna system, the external antenna system, the systems to control and activate our Outdoor Warning Siren network and relocation of all currently in-service components that can continue to be utilized at the new Fire Station. The proposed amount is within the forecasted cost of the systems and services, and is within the Council approved Fire Department budget.

e. Action regarding Approval of furniture for the new Fire Station to be provided by Business Interiors of Irving, TX

Summary: With coordination and assistance from BRW, the architects for the new Fire Station, a long and thorough process of vendor and manufacturer selection and finalizing of a furniture package was completed in December. Steelcase was chosen as the furniture manufacturer offering the best quality for the price ratio. Pricing package includes furniture for the main entry lobby, five administrative offices, a fifty person capacity training room, a six position Emergency Operations Center, an administrative conference room, a break room, chairs for the two company officer desks and the nine firefighter dorm rooms. Multiple pieces of

existing furniture, file cabinets, and storage cabinets will be relocated to the new Fire Station. The total price for the furniture package is \$134,412.86. Purchase will be made through Omnia Partners Cooperative Purchasing Program (representing state and local government and the City is a participating member). Approval is recommended which will lock in pricing and secure delivery to meet the overall project schedule.

f. Action regarding Interlocal Agreement with Eagle Mountain-Saginaw Independent School District for the purpose of providing police services to the District for the period of October 1, 2021 through September 30, 2022

Summary: The City of Saginaw and the Eagle Mountain-Saginaw Independent School District (EMS-ISD) have entered into an annual agreement each year since FY1999-2000 to provide police services to EMS-ISD. For FY2021-2022 the proposed agreement provides three School Resource Officers: one assigned to Saginaw High School; one assigned to Highland Middle School; and one assigned to Wayside Middle School. The agreement also provides School Crossing Guard Service for Bryson Elementary, High Country Elementary, Saginaw Elementary, and at the intersection of Basswood Blvd. and High Country Trail. In the agreement EMS-ISD agrees to reimburse the City for one-half (50%) of the annual salary and benefits of the three School Resource Officers, and all School Crossing Guards, plus 10% of the salary of the Police Sergeant supervising these programs. The proposed Interlocal Agreement was approved by EMS-ISD School Board at their meeting on December 13, 2021. The total reimbursement amount for the positions stated is \$151,922.86.

g. Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. for the 2021 Saginaw Boulevard Beautification (Green Ribbon Funding)

Summary: The Texas Department of Transportation (TXDOT) Green Ribbon Program was initiated in 1999 to provide construction funding opportunities in certain areas for landscape improvements along State Highway Corridors. In addition to supporting the goal of air quality improvement, the program is designed to transform and beautify corridors such as Saginaw Boulevard through landscape enhancements. In August of 2021, a Green Ribbon Grant Application was submitted to TXDOT for Saginaw Boulevard from the northern city limits to Minton Road. On November 19, 2021 the City was notified that the application was accepted. The amount of the grant is capped at \$400,000 and is subject to execution of a maintenance agreement and Advance Funding Agreement which will be presented at a future Council Meeting. The proposed IPO includes coordination, survey, preparation of construction documents, reporting, bidding, and construction contract administration. The financial impact will be \$58,000. Funds to cover this expenditure are available in the General Fund Balance.

h. Action regarding Authorization of Contract Agreement and Deposit for the 2022 4th of July Fireworks Display

Summary: For the last several years, the Advisory Recreation and Parks Board has voted to recommend that the City Council authorize a fireworks display to celebrate Independence Day. The 2022 event is planned for Saturday, July 2nd. The total amount for Pyro Shows of Texas, Inc. to present the display will be \$17,250. This is the same company that presented the 2021 fireworks display. In order to secure the date, a deposit of \$8,625 is due by February 5th. Funding for a fireworks display is included in the Parks Donation Fund. The Advisory Recreation and Parks Board recommends approval.

i. Action regarding the purchase of one 2021 Chevrolet Colorado Pickup Truck for the Public Services Department

Summary: On May 27, 2021, a Public Services Department employee was involved in an accident on Saginaw Boulevard. He was driving a 2018 Chevrolet 1500 Pickup Truck. A claim was submitted to TML, the City's insurance carrier. The truck was totaled and the City received \$27,750. Competitive bids were solicited from three vendors for trucks of comparable value as a replacement. James Wood Motors Co. submitted the lowest bid for a 2021 Chevrolet Colorado Pickup Truck in the amount of \$26,975. Funds are available in the Insurance Fund, Account 21-4900-43 for this purchase.

j. Action regarding the Construction of an Awning for the Fleet Maintenance Center

Summary: The FY2021-2022 Budget includes a Capital Outlay/Special Request Item for an awning for the Fleet Maintenance Center in the amount of \$60,000 (Account 01-7000-12). The proposed awning will have dimensions of 86'x24'x16' with a sheet metal roof and steel posts. Competitive bids were received from three vendors. The low bid was from G&R Handyman Service with a bid of \$59,000.

Mayor Flipppo explained that he had requests to pull Items 4f, 4g, 4h, and 4j from the Consent Agenda for separate discussion.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Tucker to approve Items 4a, 4b, 4c, 4d, 4e, and 4i of the Consent Agenda as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

There was a brief discussion regarding Item 4f, Action regarding Interlocal Agreement with Eagle Mountain-Saginaw Independent School District for the purpose of providing police services to the District for the period of October 1, 2021 through September 30, 2022.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to approve Item 4f as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

There was a brief discussion regarding Item 4g, Action regarding Authorization of an Individual Project Order (IPO) with Kimley-Horn & Associates, Inc. for the 2021 Saginaw Boulevard Beautification (Green Ribbon Funding)

Motion was made by Councilmember Lawson with a second by Mayor Pro-Tem Junkersfeld to approve Item 4g as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

There was a brief discussion regarding Item 4h, Action regarding Authorization of Contract Agreement and Deposit for the 2022 4th of July Fireworks Display

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Beasley to approve Item 4h as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

There was a brief discussion regarding Item 4j, Action regarding the Construction of an Awning for the Fleet Maintenance Center.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Beasley to approve Item 4j as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(5) Presentation of Comprehensive Annual Financial Report for the Year Ended September 30, 2021

Ms. Jennifer Ripka of Weaver and Tidwell, L.L.P. presented the Comprehensive Annual Financial Report for the year ended September 30, 2021. She briefly explained the contents of the report. She expressed her appreciation to Finance Director Quin for her assistance during the audit process.

Mayor Flipppo welcomed the members of a local Scouts group that were present at the meeting.

(6) Consideration and Action regarding Ordinance No. 2022-1, Appointment of Municipal Court Judge and Associate Judges; and Approval of Municipal Judge Agreement

Municipal Court Judge Irby gave a brief overview of the municipal court process.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Tucker to approve Ordinance No. 2022-1 as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

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

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

Against: None

Abstain: None

Absent: None

(7) Consideration and Action regarding Agreement between the City of Saginaw and Community Link Mission, Inc. for the Operation and Promotion of the Farmer's Market at Saginaw Switchyard for 2022

Farmer's Market Coordinator Berry gave a brief presentation regarding the Farmer's Market at Saginaw Switchyard.

Motion was made by Councilmember Lawson with a second by Councilmember Beasley to approve the Agreement between the City of Saginaw and Community Link Mission, Inc. for the operation and promotion of the Farmer's Market at Saginaw Switchyard for 2022. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(8) Consideration and Action regarding Award of Contract for Beltmill Pump Station

Motion was made by Councilmember Copeland with a second by Councilmember Tucker to authorize the award of the contract for the Beltmill Pump Station to Rey-Mar Construction for the amount of \$1,268,878.25. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(9) Executive Session

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

- a. Any Posted Item

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

- a. City Manager

Mayor Flippo declared the meeting recessed into Executive Session at 6:56 p.m.

Mayor Flippo declared the meeting back in Regular Session at 9:16 p.m.

(10) Adjournment

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

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

Against: None

Abstain: None

Absent: None

Mayor Flippo declared the City Council Meeting of January 18, 2022 adjourned at 9:17 p.m.

ATTEST:

APPROVED:

City Secretary Janice England

Mayor Todd Flippo



City of Saginaw

Meeting Date: 2/1/2022

Staff Contact: Janice England
City Secretary

Agenda Items: (4)(b)

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:

Action regarding Resolution No. 2022-01, Calling for a General Election to elect the Offices of City Council Place 1, City Council Place 3, and City Council Place 5 to be held on May 7, 2022--Janice England, City Secretary

BACKGROUND/DISCUSSION:

Resolution No. 2022-01 calls the General Election to elect the Offices of City Council Place 1, City Council Place 3, and City Council Place 5 to be held on Saturday, May 7, 2022. Those places are currently held by Charles Beasley (Place 1), Valerie Junkersfeld (Place 3), and Cindy Bighorse (Place 5). All positions have three year terms. The deadline for candidate applications is Friday, February 18, 2022 at 5:00 p.m. (Note: City Hall will be open from 11:30 a.m. to 5:00 p.m. on February 18th only to accept candidate applications. No other business will be handled during these hours.) The proposed resolution has been reviewed by the City Attorney.

FINANCIAL IMPACT:

N/A The purpose of this item is simply to call the election.

RECOMMENDATION:

Staff recommends approval of Resolution No. 2022-01 as presented.

ATTACHMENTS:

Description

Resolution No. 2022-01

RESOLUTION NO. 2022-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, CALLING FOR A GENERAL ELECTION TO ELECT THE OFFICES OF CITY COUNCIL PLACE 1, CITY COUNCIL PLACE 3, AND CITY COUNCIL PLACE 5 TO BE HELD ON MAY 7, 2022; APPROVING A JOINT ELECTION WITH TARRANT COUNTY; ESTABLISHING PROCEDURES FOR THAT ELECTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas, (the “City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the regular election for City Council members of the City of Saginaw is required to be held on May 7, 2022, at which time the voters will elect persons to fill the offices of City Council Place 1, City Council Place 3, and City Council Place 5; and

WHEREAS, the election will be held as a joint election, conducted under the authority of Chapter 271 of the Texas Election Code (the “Code”); and

WHEREAS, by this Resolution, it is the intention of the City Council to designate a polling place for the election, to appoint the necessary election officers, to establish and set forth procedures for conducting the election, and to authorize the Mayor to execute a contract with Tarrant County for conducting the election.

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

Section 1. General Election Called. An election is hereby called to elect the offices of City Council Place 1, City Council Place 3, and City Council Place 5 to serve from May of 2022 until May of 2025 or until their successors are duly elected and qualified. The election shall be held on May 7, 2022 between the hours of 7:00 a.m. and 7:00 p.m. at

the John Ed Keeter Public Library, 355 W. McLeroy Blvd., Saginaw, Texas 76179.

Section 2. Joint Election Agreement Approved. The Mayor is authorized to execute the Joint Election Agreement for Tarrant County and the City of Saginaw (the “Agreement”). In the event of conflict between this resolution and the Agreement, the Agreement shall control.

Section 3. Application for Place on Ballot. Qualified persons may file as candidates by filing applications in the office of the City Secretary from 7:30 a.m. to 5:30 p.m., Monday through Thursday, from January 19, 2022 through February 17, 2022; from 7:30 a.m. to 11:30 a.m., on Fridays January 21 and 28, 2022 and February 4 and 11, 2022; and from 7:30 a.m. to 5:00 p.m. on February 18, 2022.

Section 4. Early Voting.

a. Early voting by personal appearance. Early voting by personal appearance shall commence April 25, 2022 and shall continue daily, until May 3, 2022 at the locations designated in the Agreement for joint election. Hours for early voting by personal appearance shall be from 8:00 a.m. to 5:00 p.m., from April 25, 2022 through April 29, 2022; from 7:00 a.m. to 7:00 p.m. on each of April 30, 2022, May 2, 2022, and May 3, 2022; and from 10:00 a.m. to 4:00 p.m. on May 1, 2022.

b. Early voting by mail. Heider Garcia, the Tarrant County Chief Deputy Elections Administrator (“Elections Administrator”) or his successor is hereby designated as Early Voting Clerk for the general election. Applications for early voting by mail may be delivered to the Elections Administrator or his successor at the following address: Early Voting Clerk, 2700 Premier Street, Fort Worth, Texas 76111, FAX: 817-831-6118, Email: votebymail@tarrantcounty.com, not later than close of business on April 26, 2022. Early

voting by mail ballots shall be mailed to the Elections Administrator or his successor at P.O. Box 961011, Fort Worth, Texas 76161-0011.

c. Early voting by Ballot Board. Early voting, both by personal appearance and by mail, shall be canvassed by the Early Voting Ballot Board established by Tarrant County under the terms of the Agreement.

d. Recommended Branch Early Voting Polling Places. The Council finds that the following locations can most adequately and conveniently serve the voters in this election, and that these early voting locations will facilitate the orderly conduct of the election:

1. Eagle Mountain-Saginaw ISD Administration Building 6-Training Room, 1200 N. Old Decatur Road, Saginaw, Texas 76179; and
2. Tarrant County Elections Center, 2700 Premier Street, Fort Worth, Texas, 76111.

Section 5. Appointment of Election Judge and Alternate Election Judge. The Presiding Election Judge and Alternate Presiding Judge shall be appointed by Tarrant County as authorized by Chapter 271 of the Code.

Section 6. Method of Voting. Tarrant County's Hart InterCivic Verity Voting System (Version 2.4) shall be used for absentee voting by mail, early voting by personal appearance, regular voting on election day, and provisional voting. All expenditures necessary to conduct the election, purchase of materials therefore, and employment of all election officials are hereby authorized and shall be conducted in accordance with the Code.

Section 7. Governing Law and Qualified Voters. The election shall be held in

accordance with the Constitution of the State of Texas and the Code, and all resident qualified voters of the City shall be eligible to vote at the election.

Section 8. Publication and Posting of Notice of Election. Notice of the election shall be given as required by Chapter 4 of the Code.

Section 9. Necessary Actions. The Mayor and the City Secretary of the City, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code in carrying out and conducting the election, whether or not expressly authorized herein.

Section 10. Effective Date. This resolution shall be effective upon its adoption.

ADOPTED AND APPROVED this 1st day of February, 2022.

APPROVED:

Todd Flippo, Mayor

ATTEST:

Janice England, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney



City of Saginaw

Meeting Date: 2/1/2022

Staff Contact: Vickie Weldon
Recreation Services Manager

Agenda Items: (5)

E-mail: vweldon@saginawtx.org

Phone: 817-230-0354

SUBJECT:

Aquatic Center Update

BACKGROUND/DISCUSSION:

Recreation Services Manager Weldon will give an update on the Aquatic Center.

FINANCIAL IMPACT:

N/A The purpose of this item is for an update only.

RECOMMENDATION:

N/A



City of Saginaw

Meeting Date: 2/1/2022

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

Agenda Items: (6)

E-mail: rtrice@saginawtx.org

Phone: (817) 230-0449

SUBJECT:

PUBLIC HEARING - Consideration and Action Regarding Recommendation for Adoption of the 2022 Saginaw Comprehensive Plan (Ordinance No. 2022-02)

BACKGROUND/DISCUSSION:

On January 5, 2021, City Council authorized an Individual Project Order with Kimley-Horn and Associates, Inc. (KHA) for the City Comprehensive Plan. A Comprehensive Plan is the primary document designed to guide a community in achieving its goals and objectives regarding how the city would like to look like in the years to come. The Comprehensive Plan was last updated in 2016 and is in need of an update to better reflect the current needs and desires of our community. The Comprehensive Plan process consisted of reviewing existing conditions, visioning, designing solutions, reviewing draft concepts and highlights, and concludes with adoption.

The Comprehensive Plan process collected feedback from the community and incorporates that feedback into a vision and achievable actions. Over the past year, Kimley-Horn and the City have hosted various community engagement opportunities to collect direct feedback from residents. Those opportunities have included: stakeholder interviews, meeting with the quilting group and senior center, an interactive booth at the Farmer's Market, three public community forums, participation in City Council and Planning and Zoning Commission meetings, city staff meetings, and Comprehensive Plan Advisory Committee meetings, as well as interactions through a project website, utility bill stuffers, and social media. In addition to the various community engagement opportunities, Kimley-Horn has individually conducted extensive research and analyses of existing and projected data to create a Comprehensive Plan unique to the City of Saginaw.

The Planning and Zoning Commission conducted a Public Hearing on January 11, 2022 and after consideration, unanimously recommended approval by City Council.

The draft document may be viewed at <https://engagekh.com/plansaginaw>

FINANCIAL IMPACT:

N.A.

RECOMMENDATION:

It is recommended that City Council adopt the 2022 Saginaw Comprehensive Plan.

ATTACHMENTS:**Description**

Draft Ordinance 2022-02 Adoption of 2022 Comprehensive Plan

P&Z Minutes 1-11-22

P&Z Packet 1-11-22

ORDINANCE NO. 2022-02

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS, ADOPTING AN AMENDED COMPREHENSIVE PLAN FOR THE CITY; PROVIDING THAT THE ADOPTED COMPREHENSIVE PLAN SHALL SUPERSEDE AND REPLACE ANY COMPREHENSIVE PLAN PREVIOUSLY ADOPTED; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas, is a home rule city acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City of Saginaw ("City") City Charter provides in Section 14.03 - Master Plan that the plan shall contain "recommendations for growth, development, and beautification of the city"; and

WHEREAS, the current comprehensive plan of the City was approved by the City Council on July 19, 2016; and

WHEREAS, Saginaw's population and other demographic characteristics have changed since 2016 and the City's Planning and Zoning Commission examined the City's 2016 comprehensive plan to determine whether there should be changes to it, including but not limited to, changes regarding land use and transportation, that will, among other things, facilitate the movement of people and goods, and the health, recreation, safety and general welfare of the citizens of the City; and

WHEREAS, on January 11, 2022, the Planning and Zoning Commission conducted a public hearing, approved, and has recommended for the City Council's consideration of approval an amended comprehensive plan and the same has also been reviewed and recommended by the City's planning department; and

WHEREAS, the City Council has conducted a public hearing at which members of the public were given the opportunity to give testimony and present written evidence regarding the amended comprehensive plan (attached hereto); and

WHEREAS, Section 213.003 of the Local Government Code provides that a comprehensive plan may be amended by ordinance following (a) a hearing at which the public is given the opportunity to give testimony and present written evidence; and (b) review by the municipality's planning commission, and each of the foregoing items has been satisfied in connection with the amended comprehensive plan and the adoption of it by this Ordinance; and

WHEREAS, the adoption of the amended comprehensive plan by this Ordinance, attached hereto, will promote the sound development of the City and is in the best interests of and will promote the public health, safety, and welfare.

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

SECTION 1.

That the Comprehensive Plan attached hereto as Exhibit 1 ("Comprehensive Plan") and incorporated herein is hereby adopted, and the same supersedes and amends the 2016 comprehensive plan. The Comprehensive Plan adopted hereby reflects the goals, objectives, and strategies of the City Council for the long-range development of the City.

SECTION 2.

As set forth in more detail in the Comprehensive Plan, the Comprehensive Plan shall serve as a guideline for the City's adoption of, or amendment(s) to the City's various development regulations. To the extent required by state law, zoning regulations and amendments thereto shall hereafter be adopted in accordance with the Comprehensive Plan, and any zoning regulation(s) or part thereof that may deviate in any way from or add to the Comprehensive Plan shall be deemed to automatically amend the Comprehensive Plan, whether or not reference be made to the Comprehensive Plan in the ordinance adopting or amending such zoning regulation(s). With respect to any such zoning regulation that automatically amends the Comprehensive Plan, any requirement under state law that a comprehensive plan be amended after public hearing and after review by the Planning and Zoning Commission shall be deemed to have been satisfied by the public hearing(s) and Planning and Zoning Commission review-and-recommendation procedures set forth in the City's zoning regulations, as amended, in accordance with Chapter 211 of the Texas Local Government Code, as amended. The Comprehensive Plan shall not constitute zoning regulations or establish zoning district boundaries.

SECTION 3.

The above and foregoing recitals of this Ordinance are all true and correct and are incorporated into and made a part of this Ordinance for all purposes.

SECTION 4.

All ordinances of the City in conflict with the provisions of this Ordinance are repealed to the extent of that conflict, except that this Ordinance by itself shall not affect any change to any existing zoning districts, zoning classifications, or other zoning regulations or any designations of current zoning. If any provision of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, the remainder of this Ordinance shall continue in full force and effect the same as if such invalid or unconstitutional provision had never been a part hereof; and the City Council declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more

sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION 5.

This Ordinance shall take effect upon its date of passage.

PASSED AND APPROVED by the City Council of the City of Saginaw, Texas
this the 1st day of February, 2022

APPROVED:

Todd Flippo, Mayor

ATTEST:

Janice England, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney

EXHIBIT 1

[attach Comprehensive Plan]

**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
JANUARY 11, 2022**

Present at the Meeting:

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
Recording Secretary		Susy Victor-Trevino

Absent from the Meeting:

Chairman	Place No. 3	Matthew Lewis
Member	Place No. 4	Malinda Julien
Alternate Member	Alt. No. 1	Randy Villarreal

Visitors at the Meeting:

Alex Ward
Andrew Simonsen
Cesar Guerrero
Madison Graham
Mary Ragle
Nathan Goldberg
Rebecca Ward
Samuel Cabruyere

(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 Barngrover, 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 November 09, 2021 were presented for approval. A motion was made by Member LaBruyere with a second by Member Barngrover to approve the minutes for November 09, 2021. Motion carried unanimously.

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

Against: None

Absent Chairman Lewis, Member Julien, Alternate Member Villarreal

(5) PZ 0122-01 PUBLIC HEARING
Consideration and Action Regarding Recommendation for Adoption of the 2022 Saginaw Comprehensive Plan

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

DPW Trice reviewed the information in the members' packets and briefly discussed the 2022 Saginaw Comprehensive Plan.

Madison Graham, Planner and Andrew Simonsen, Engineer for the project, showed a PowerPoint presentation regarding the 2022 Saginaw Comprehensive Plan. DPW Trice, Madison Graham, and Andrew Simonsen answered the members and audience's questions and addressed their concerns.

During the Public Hearing, audience participation consisted of residents: Nathan Goldberg, Cesar Guerrero, Rebecca Ward, and Alex Ward. They all shared their concerns regarding the zoning of Spring Creek Hollow where a distribution center is planning to be built. Their concerns revolved around safety, congestion, and nature. Due to comments being skewed towards a non-agenda item, City Attorney, Lindsey Hale, had to intervene and bring the commission back to the original agenda item. She stated that although the public can speak on non-agenda items, Commission Members cannot.

Vice Chairman Haney closed the Public Hearing at 6:46 p.m.

A motion was made by Vice Chairman Haney with a second by Member LaBruyere to recommend that the City Council approve the 2022 Saginaw Comprehensive Plan.

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

Against: None

Absent Chairman Lewis, Member Julien, Alternate Member Villarreal

(6) 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.

(7) 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

(8) Adjournment

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

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

Against: None

Absent Chairman Lewis, Member Julien, Alternate Member Villarreal
s

Vice Chairman Haney declared the meeting of January 11, 2022 closed at 6:58 p.m.

APPROVED:

Matthew Lewis, Chairman

ATTEST:

Susy Victor-Trevino, Recording Secretary

**CITY OF SAGINAW PLANNING AND ZONING COMMISSION
NOTICE OF REGULAR MEETING AND PUBLIC HEARING**

Saginaw City Hall
333 West McLeroy Boulevard
Tuesday, January 11, 2021
6:00 P. M.

- | | | |
|-----|---|--|
| (1) | Call to Order | Chairman Lewis |
| (2) | Roll Call to Establish Quorum | Chairman Lewis |
| (3) | Audience Participation | Chairman Lewis |
| (4) | Approval of Minutes
Regular Meeting and Public Hearing and On November 9, 2021 | Chairman Lewis |
| (5) | PZ 0122-01 PUBLIC HEARING
Consideration and Action Regarding Recommendation for Adoption
of the 2022 Saginaw Comprehensive Plan | Maddison Graham, AICP
Kimley Horn & Assoc |
| (6) | Staff Report
A. Discussion of Residential, Commercial and Industrial, and City Projects
B. Update Commission of City Council Action on Previous Cases | Rick Trice, P. E.
Public Works Director |

(7) 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

- | | | |
|-----|--------------------|----------------|
| (8) | Adjournment | Chairman Lewis |
|-----|--------------------|----------------|

DATE POSTED:_____ TIME:_____ BY:_____

DATE RETRIEVED:_____ TIME:_____ BY:_____

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



City of Saginaw

Meeting Date: 2/1/2022

Staff Contact: Nicky Lawson
Councilmember Place 2

Agenda Items: (7)

E-mail: nlawson@saginawtx.org

Phone:

SUBJECT:

Board & Commission Form Workshop Discussion

BACKGROUND/DISCUSSION:

On June 1 2021, the council approved three of its members to a subcommittee for the purpose of reviewing applications and recommending appointment of members to Saginaw's Citizen Committees and Boards. The final recommendations were brought to the council at the June 15 2021 meeting for approval. This duty is covered in the City Charter Section 6.03 (5)

Item 1 – Application Form

During the selection process, the subcommittee identified a number of differences between the electronic and paper Citizen Board applications. In order to standardize the forms, we submit to the Council a revised application for approval. Both of the current forms need to be updated, whether or not the new form is approved. We also recommend the forms be updated prior to the 2022 application submission period.

Item 2 – Appointment of Subcommittee

Recommend to create a council subcommittee each year to review applicants for the Citizen Boards. It should consist of three council members, one of whom is the elected as the chairman. Responsibilities should include:

- In certain situations, applicant interviews may be conducted.
- Incumbents up for renewal may not be automatically accepted or promoted. Their commitment and performance should be reviewed prior to appointment.
- Annual review of the Citizen Boards, webpages, consideration of new boards, updates to application, etc.

Item 3 – Future Work to be Accomplished

Other topics acknowledged as future workshops include, but not limited to, are:

- Standardizing of webpages for each Board
- New Boards/Commissions
- Should boards and commissions have alternates

FINANCIAL IMPACT:

There is not financial impact other than time by staff to update the paper form and electronic application.

RECOMMENDATION:

Subcommittee recommends approval.

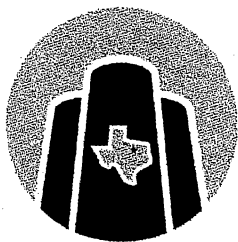
ATTACHMENTS:

Description

Current Paper Application

Current Electronic Application

Recommended Form for both Paper and Electronic Applications



City of Saginaw

333 West McLeroy Blvd.
P.O. Box 79070
Saginaw, Texas 76179
Phone: (817) 232-4640
Fax: (817) 232-4644
www.ci.saginaw.tx.us

APPLICATION FOR CITIZEN BOARDS, COMMISSIONS & COMMITTEES

This application form is used by the City Council for the purpose of selecting individuals for appointments to serve on duly constituted Boards, Commissions and Committees which have been established to assist and advise the City Council on specific issues. All applicants must have resided in the City of Saginaw for 12 consecutive months preceding appointment. Please complete this application in full and attach any additional information you feel will assist the City Council in their selection. Applications should be typed or clearly printed and filed with the Secretary to the City Council.

Name: _____ Residence address: _____ City: _____ State: _____ Zip: _____ Telephone (Home): _____ Telephone (Work): _____ E-mail (Home): _____ Resident of Saginaw since: _____ Do you own Real Property within Saginaw? Yes: _____ No: _____ Are you a registered voter of Saginaw? Yes: _____ No: _____ Is any family member currently serving on a board or commission? If so give person's name: _____	Applying for: _____ Beautification Committee (5) _____ Planning & Zoning Commission (12) _____ Zoning Board of Adjustment (8) _____ Library Board (12) _____ Parks Advisory Board (12) _____ Capital Improvement Board (2) _____ Where Needed Please indicate your area(s) of interest. You may specify any number of 1st choice, 2nd, 3rd, etc. The parenthesis indicates (typical number of meetings held each year).
--	--

TELL US ABOUT YOURSELF. FEEL FREE TO USE THE BACK FOR MORE SPACE.

Present occupation and place of employment: _____ Telephone (W): _____

Educational background: _____

Community organizations and/or professional memberships: _____

Current or previous service on City boards/commissions: _____

Reason(s) for which you wish to be considered for appointment: _____

What personal qualifications can you bring to this board/commission? _____

What meeting(s) have you attended of the committee(s) for which you wish to be considered? _____

Will you commit to: _____ Frequent Involvement? (Monthly and as-needed meetings)
_____ Moderate Involvement? (Quarterly and/or as-needed)

I certify that the foregoing information is true and correct.

Signature of Applicant _____

Date _____

Applicants and incumbents are advised that they may be required to make available information as to any potential conflict of interest arising from their business with the City of Saginaw or where the decisions taken by the City of Saginaw may influence that business or affiliation.



Form Center

By signing in or creating an account, some fields will auto-populate with your information and your submitted forms will be saved and accessible to you.

Citizen Board of Interest Application

Contact Information

First Name*

Last Name*

Address1*

City*

State*

Zip*

Phone Number

Email Address

I Am Interested In Serving On The Following Board(s)

- ☐ Keep Saginaw Beautiful Committee (5)
- ☐ Planning & Zoning Committee (12)
- ☐ Zoning Board of Adjustments (8)
- ☐ Library Board (12)
- ☐ Parks Advisory Board (12)
- ☐ Animal Shelter Advisory Committee (6)
- ☐ Where Needed

1st Choice

2nd Choice

Second Choice to Serve

3rd Choice

Third Choice to Serve

Present Occupation and Place of Employment

Employment (work) Phone Number

Are You a Registered Voter of Saginaw Texas?*

☐ Yes

☐ No

Community Organizations and/or Professional Memberships

Current or Previous Service on City Boards/Committees

Reason(s) for which you wish to be considered for appointment

What personal qualifications can you bring to this board/committee?

What meeting(s) have you attended of the committee(s) for which you are being considered?

If I Am Selected To Serve On The Board(s), I Will Participate.

Date*

Signature*

protected by reCAPTCHA

[Privacy](#) - [Terms](#)

☒ Receive an email copy of this form.

Email address

This field is not part of the form submission.

* indicates a required field

Government Websites by CivicPlus®

Citizen Board of Interest Application

Contact Information

First Name* _____ Last Name * _____

Address 1* _____

Address 2 _____ (added field)

City* _____ State * _____ Zip* _____

Daytime Phone Number* _____

Preferred Email _____ ☐ I would like to receive an email copy of this form

Resident of the City since _____, 20_____

Age by Dec 31 of the application year _____ (added due to age requirements for service)

Present Occupation _____

Place of Employment _____

Educational Background _____

Community Organization and/or professional memberships _____

Current or previous service on City Boards _____

Reasons to be considered for appointment _____

What personal qualifications can you bring to the board or commission? _____

What do you hope to accomplish or contribute while serving on a committee? New question _____

Have you attended meetings in your area of interest? Y/N _____

Is a family member currently serving on a board or commission? If yes, please describe name and board? _____

Available Boards

Animal Shelter Advisory Committee

Diversity and Inclusion Advisory Committee

Library Board

Parks Advisory Board

Planning & Zoning Committee

Zoning Board of Adjustments

Where Needed

First Choice* _____

Second Choice _____

Third Choice _____

☐ I agree to the terms and responsibilities as described in the ordinance or resolution as an appointee for the committee for which I wish to serve (new)

Applicants may be asked to attend an interview to ensure the best candidate is selected.

Signature _____ Date _____



City of Saginaw

Meeting Date: 2/1/2022

Staff Contact: Gabe Reaume
City Manager

Agenda Items: (8)

E-mail: greaume@saginawtx.org

Phone: 817-230-0324

SUBJECT:

FY2022 Work Plan Discussion

BACKGROUND/DISCUSSION:

The work plan, as adopted by City Council resolution, sets the priorities for the City of Saginaw each year. This serves as clear direction for the city manager to lead staff toward progress on identified projects.

Staff is looking for Council feedback for 2022 work plan projects.

Current ideas for 2022 work plan projects include the following:

- Citywide customer satisfaction survey
- Re-establishing a Chamber of Commerce with Tarrant County College Northwest
- Code enforcement ordinance review and recommendations for ordinance changes
- Development of a formal pavement management system
- Cultural Event in Partnership with EMS ISD
- Redevelopment planning for the current central fire station site (Restaurant or entertainment)
- Code Enforcement Focus Area
- Belmill Public Space Planning
- City initiation of undeveloped parcels
- Bond Project Delivery: Knowles Phase I and Library/Senior Center
- Police Department Accreditation

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A