

City Council Agenda

SAGINAW CITY COUNCIL NOTICE OF MEETING

Meeting and/or Executive Session Agenda
6:00 PM - Tuesday, May 2, 2023
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, April 18, 2023--Janice England, City Secretary
- (b)** Action regarding Purchase of a 200 KW Generator for the Recreation Center--Keith Rinehart, Director of Community & Economic Development, & Vickie Weldon, Recreation Services Manager
- (c)** Action regarding Purchase and Installation of Two Water Heaters for

Police Department from TDIndustries through BuyBoard Cooperative Purchasing--Russell Ragsdale, Police Chief

- (d) Action regarding Purchase and Installation of Two Heat Exchangers for Police Department from TDIndustries through BuyBoard Cooperative Purchasing--Russell Ragsdale, Police Chief
 - (e) Action Regarding Renewal Agreement Between City of Saginaw and HUB International for Benefits Consulting Services--Melanie McManus, Director of Human Resources
 - (f) Action regarding the 2023 Employee Survey - Work Plan Project--Pedro Zambrano, Communications Manager
 - (g) Action regarding Letter of Support for Tarrant County College District Child Care Infant and Toddler Infrastructure Expansion Proposal--Gabe Reaume, City Manager
- (5) Discussion of Veteran Owned Business Bidding Preference--Bryn Meredith, City Attorney & Rick Russell
 - (6) Consideration and Action regarding Individual Project Order (IPO) with Kimley-Horn & Associates for the 2023 Parks and Recreation Master Plan Update--Randy Newsom, Director of Public Works
 - (7) Consideration and Action regarding Award of Bid for Knowles Drive Phases 2 & 3 Project--Randy Newsom, Director of Public Works & Trenton Tidwell, Kimley-Horn & Associates
 - (8) Consideration and Action regarding Approval for City Delegation to attend All America City Award Finalist Conference--Lee Howell, Asst. City Manager & Keith Rinehart, Director of Community & Economic Development
 - (9) Finance Department Presentation--Kim Quin, Finance Director
 - (10) City Secretary's Office Presentation--Janice England, City Secretary
 - (11) **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

(12) Adjournment--Todd Flippo, Mayor

Posted:

Date: 4-27-2023

Time: 3:10pm

By: [Signature]

Removed:

Date: 5-3-2023

Time: 8:10am

By: [Signature]

**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 WEST MCCLEROY BLVD.
MAY 2, 2023**

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Junkersfeld
Councilmember	Paul Felegy
Councilmember	Nicky Lawson
Councilmember	Charles Tucker
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Bryn Meredith
City Engineer	Trenton Tidwell, P.E.
City Engineer	Laura Presley, P.E.
City Manager	Gabe Reaume
Asst. City Manager	Lee Howell
Finance Director	Kim Quin
Finance Manager	Jennifer Garrett
City Secretary	Janice England
Director of Public Works	Randy Newsom
Fire Chief	Doug Spears
Police Chief	Russell Ragsdale
Dir. of Community & Eco Dev.	Keith Rinehart
Human Resource Director	Melanie McManus
Library Director	Ellen Ritchie
Chief Building Official	Larry Little
Environmental Manager	Matt Regan
Recreation Services Manager	Vickie Weldon
Communications Manager	Pedro Zambrano
Police Officer	Pruitt

Absent from the meeting:

None

Visitors at the meeting:

Brack St. Clair	Jack Earney
Rick Russell	John Peet
Lynn Blackmon	Kelly Stewart
Karen Cromwell	John Reynolds
Beverly Brown	Ronnie Horton
Cameron Flippo	Jill Love

(1) Call to Order

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

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

In the absence of Pastor Hudson, Councilmember Lawson gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Minutes, April 18, 2023

b. Action regarding Purchase of a 200 KW Generator for the Recreation Center

Summary: The Saginaw Recreation Center was constructed and opened to the public in June 2004. It was the result of a 2000 Bond Election that residents voted for as a specific need for Saginaw. Since that time, it has been the largest facility in Saginaw. Because of its size and open space, it has been used as an emergency evacuation center on multiple occasions for hurricane evacuee relief. During the freeze of 2021, the facility was shut down and could not be used because we had no alternative power generator and the building was deemed useless as a warming or evacuation center. Prior to the Fiscal Year 2022-2023 Budget Process, staff sought and received quotes for a generator that would suffice to power the Recreation Center during an emergency. The City Council approved funds in the Fiscal Year 2022-2023 Budget for the purchase of a generator for the Recreation Center in the amount of \$205,000 (Capital Outlay Account 01-7000-08). During the spring of 2023 bids were advertised for the purchase and installation of a 200 KW generator. Bids were received and opened on April 12, 2023. Bids ranged from \$189,469 to \$219,169. Staff has reviewed the bids and recommends award of the bid for the purchase and installation of a 200 KW generator to McDonald Municipal and Industrial Inc. in the amount of \$189,469.

c. Action regarding Purchase and Installation of Two Water Heaters for Police Department from TDIndustries through BuyBoard Cooperative Purchasing

Summary: This item is for approval of the purchase and installation of two water heaters from TDIndustries for the Police Department. The current water heaters have been inoperable for almost a year. Officers are unable to take hot showers after working out, and the jail staff need hot water for the washing machine. The total cost will be \$31,000 utilizing BuyBoard Purchasing Cooperative. Funds for this expenditure are available in the Fund Balance of the General Fund.

d. Action regarding Purchase and Installation of Two Heat Exchangers for Police Department from TDIndustries through BuyBoard Cooperative Purchasing

Summary: This item is for approval of the purchase and installation of two heat exchangers from TDIndustries for the Police Department. The current heat exchangers on the roof top units are cracked. Staff is unable to turn the heat on without the possibility of leaking carbon monoxide into the building. The total cost will be \$6,084 utilizing BuyBoard Purchasing Cooperative. Funds for this expenditure are available in the Fund Balance of the General Fund.

e. Action regarding Renewal Agreement between City of Saginaw and HUB International for Benefits Consulting Services

Summary: In March of 2020 it became evident that we needed to make the decision to change insurance brokers. In May 2020 City Council approved a three year Benefit Consulting Services Agreement with HUB International. With this came significant savings. The financial impact for the renewal agreement is \$39,375 annually. Staff recommends approval to ensure that the City can continue to offer the best benefits at the most affordable price both to the employee and the City.

f. Action regarding the 2023 Employee Survey – Work Plan Project

Summary: The employee survey is part of the 2023 Work Plan Project list adopted by the City Council at the February 21, 2023 City Council Meeting. In order to get the best, unbiased, honest responses by employees, staff recommends to hire a third party to conduct the survey. OnPointe Insights was the company that conducted the 2022 Citizen Survey and staff recommends hiring them to conduct the employee survey. OnPointe Insights has provided a suggested survey that was sent out to Councilmembers for feedback. Funds are available to cover this expenditure in the amount of \$4,000 in the Fund Balance of the General Fund.

g. Action regarding Letter of Support for Tarrant County College District Child Care Infant and Toddler Infrastructure Expansion Proposal

Summary: The City received the following request from Kristen Jakowitsch, Ed.D., Consultant, Office of the Executive Vice Chancellor/Provost. "Tarrant County College is exploring opportunities to expand child care offerings on our campuses in the interest of serving our students and local communities. An RFA for the Child Care Associates Institute to Advance Child Care Infant and Toddler and Infrastructure Expansion Grant was recently released. TCCD intends to submit proposals for an Early/Head Start facility on our Northwest and South campuses. Both locations are identified as high need areas for quality early childhood education and we recognized the positive impact that the creation of these facilities can have within the community and for our students. Given Saginaw's proximity to our Northwest campus, I hope that you might be able to provide a signed letter of support on behalf of the City of Saginaw."

Mayor Flippo stated that he has received requests to remove Items 4c and 4f from the Consent Agenda for discussion.

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

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

Against: None

Abstain: None

Absent: None

The Council considered Item 4c. Action regarding Purchase and Installation of Two Water Heaters for Police Department from TDIndustries through BuyBoard Cooperative Purchasing.

Motion was made by Councilmember Lawson with a second by Councilmember Bighorse to approve Item 4c as presented. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

The Council considered Item 4f. Action regarding the 2023 Employee Survey – Work Plan Project.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to table Item 4f until the first Council Meeting in June. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(5) Discussion of Veteran Owned Business Bidding Preference

City Attorney Meredith gave a brief explanation of Veteran Owned Business Bidding Preference. Mr. Rick Russell addressed the Council. He gave a presentation including the definition of a Veteran Owned Small Business and Historically Underutilized Businesses (HUB) which includes Veteran Owned Small Businesses. He encouraged the Council to consider including HUBs in the City's bidding and purchasing policy. Finance Director Quin explained that the current purchasing policy includes Disabled Veterans, and Veterans could be added if the Council chooses to do so. Mr. John Peet addressed the Council. He expressed his support for adding Veteran Owned Small Businesses. The Council concurred to direct staff to move forward with this and bring back a proposal for action.

(6) Consideration and Action regarding Individual Project Order (IPO) with Kimley-Horn & Associates for the 2023 Parks and Recreation Master Plan Update

There was discussion regarding the proposed IPO. Mr. Brack St. Clair, Chairman of Advisory Recreation and Parks Board addressed the Council and expressed his support. He also stated that the Board voted to recommend approval of the IPO to the City Council. Ms. Kelly Stewart addressed the Council and expressed her concerns with some items included in the IPO.

Motion was made by Councilmember Copeland with a second by Councilmember Lawson to approve the IPO with Kimley-Horn & Associates for the 2023 Parks and Recreation Master Plan Update. Motion carried. 4-3-0-0

For: Mayor Flippo, Councilmembers Felegy, Lawson, and Copeland

Against: Mayor Pro-Tem Junkersfeld, Councilmembers Tucker and Bighorse

Abstain: None

Absent: None

(7) Consideration and Action regarding Award of Bid for Knowles Drive Phase 2 & 3 Project

Motion was made by Councilmember Bighorse with a second by Mayor Pro-Tem Junkersfeld to table this item until the next City Council Meeting. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(8) Consideration and Action regarding Approval for City Delegation to attend All America City Award Finalist Conference

Motion was made by Councilmember Copeland with a second by Councilmember Tucker to approve funds for a City Delegation to attend the All America City Award Finalist Conference. Motion carried unanimously. 7-0-0-0

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

Against: None

Abstain: None

Absent: None

(9) Finance Department Presentation

Finance Director Quin explained the Finance Department is responsible for managing the financial resources of the City, and being good stewards of the City's finances. She stated the majority of the Finance Department staff is present. Staff members including Finance Manager Garrett, Municipal Court Administrator Brown, Utility Billing Supervisor Cromwell, and Utility Billing Specialist Reynolds addressed the City Council regarding their duties and responsibilities.

(10) City Secretary's Office Presentation

City Secretary England gave a presentation on the duties and responsibilities of the City Secretary's Office.

(11) 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

(12) Adjournment

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

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

Against: None

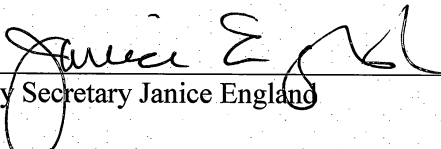
Abstain: None

Absent: None

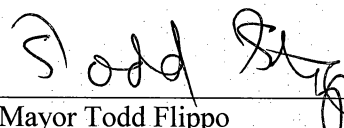
Mayor Flippo declared the City Council Meeting of May 2, 2023 adjourned at 8:15 p.m.

ATTEST:

APPROVED:



City Secretary Janice England



Mayor Todd Flippo

