

**CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
AND PUBLIC HEARING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
FEBRUARY 20, 2018**

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	David Flory
Councilmember	Patrick Farr
Councilmember	Valerie Tankersley
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Bryn Meredith
City Engineer	Jeff James
City Engineer	Andrew Simonsen
City Manager	Gabe Reaume
Asst. City Manager	Dolph Johnson
Asst. Finance Director	Kim Quin
City Secretary	Janice England
Police Captain	Karl Johnson
Fire Chief	Doug Spears
Director of Public Works	Rick Trice, P.E.
Director of Recreation	Keith Rinehart
Library Director	Ellen Ritchie
Director of Human Resources	Melanie McManus
Senior Building Inspector	Larry Little
Police Officer	Tyler Stanley

Absent from the meeting:

Councilmember	Sheri Adams
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Visitors at the meeting:

Robert Herchert	Hayden Ducksworth
Jacob Knudson	Peter Duke
Tyler Phelps	Mason Phelps
Janice Allen	Ryan Eggleston
David Gally	Michael Orr
Jennifer Flippo	

(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 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. CC-0218-06

Action regarding Minutes, February 6, 2018

b. CC-0218-07

Action regarding Capital Improvements Advisory Committee recommendation regarding Land Use Assumptions and Impact Fees

Summary: As set forth in the Local Government Code, the Capital Improvements Advisory Committee meets twice yearly to review the progress of the capital improvements plan and report to the City Council any needed revisions or updates to the land use assumptions, capital improvements plan, and impact fees. The committee met on January 24, 2018 for that purpose. They voted unanimously to advise the City Council that the project expenditures are on schedule and that there is no reason to update the land use assumptions, and the impact fees are valid at this time.

c. CC-0218-08

Action regarding approval of IT Assessment Work Proposal with Gradient Solutions

Summary: The City is in need of a complete IT assessment of all departments to improve the functionality of the technology and applications available. Gradient Solutions Corporation has proposed to conduct the IT assessment and create a prioritized list of needs and suggestions regarding technology and staff. The assessment will focus on each department's current and future needs. The overall assessment should take no longer than two months. The total cost will not exceed \$15,000. Funds for this expense will be addressed in the 2017-2018 Mid Year Budget Revisions. Staff recommends approval contingent upon review and approval by the City Attorney.

d. CC-0218-19

Action regarding approval of Strategic Planning Services Agreement with Lyle Sumek Associates

Summary: Strategic Planning Services will conduct meetings with the Mayor and Councilmembers to determine community values. Utilizing this information and departmental worksheets, they will prepare a draft vision statement, mission statement, and strategic plan for the future. They will hold workshops for the Mayor, City Council, and City Manager, as well as citizen and community summits to help guide the visioning and strategic planning process. The total cost will not exceed \$25,000. Funds for this expense will be addressed in the 2017-2018 Mid Year Budget Revisions. Staff recommends approval contingent upon review and approval by the City Attorney.

Motion was made by Councilmember Farr with a second by Mayor Pro-Tem Flory to approve the consent agenda as presented. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Mayor Pro-Tem Flory, Councilmembers Farr, Tankersley, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmember Adams

- (5) CC-0218-10
Recognition of Saginaw Area Chamber of Commerce 2018 Annual Awards Banquet Honorees

Mayor Flippo announced that the Saginaw Area of Commerce recently held their annual awards banquet and the City was well represented among the winners. He explained that the following received awards: Director of Recreation and Community Services Keith Rinehart – Chairman’s Awards; Senior Building Inspector Larry Little – City Employee of the Year; Former City Manager Nan Stanford – Public Servant of the Year; and Mayor Pro-Tem David Flory – Citizen of the Year. He added that Mike and Anne Carrancejie were honored with the Lifetime Achievement Award.

- (6) CC-0218-11
Recognition of Completion of Texas Municipal Clerk Certification Program (TMCCP) Requirements for Recertification as a Texas Registered Municipal Clerk by City Secretary

Mayor Flippo recognized City Secretary England for her recent completion of the Texas Municipal Clerk Certification Program requirements for recertification as a Texas Registered Municipal Clerk. He briefly explained the certification program and its requirements including recertification every five years.

- (7) CC-0218-12
Consideration and Action regarding award of bid for Saginaw Blvd. and Hampshire St. Waterline Improvements Project

Director of Public Works Trice stated that bids for the Saginaw Blvd. and Hampshire St. Waterline Improvements Project were opened on February 1, 2018. He explained that the project consists of approximately 974 linear feet of 16-inch waterline along Saginaw Boulevard from Palomino to Hialeah Park, and approximately 1,350 linear feet of 12-inch waterline along S. Hampshire St. from Longhorn to Hialeah Park. He stated that a total of thirteen bids were received. Kimley-Horn and Associates reviewed the bids and have determined the lowest responsible bidder to be Raytech Services, LLC. The amount of their bid was \$588,116.70.

Motion was made by Mayor Pro-Tem Flory with a second by Councilmember Tankersley to award the bid for the Saginaw Blvd. and S. Hampshire St. Waterline Improvements Project to Raytech Services, LLC in the amount of \$588,116.70. Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Mayor Pro-Tem Flory, Councilmembers Farr, Tankersley, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmember Adams

- (8) CC-0218-13
Consideration and Action regarding award of bid for Park Center Elevated Storage Tank Rehabilitation Project

Director of Public Works Trice stated that bids for the Park Center Elevated Storage Tank Rehabilitation Project were opened on February 13, 2018. He explained that the project includes stripping the tank to bare metal, repair of the leaking area, repainting, replacement of leaking gaskets and corroded parts, and upgrading access ladders and rails to current safety standards. He stated that a total of six bids were received. An additive alternate to clean, paint piping, and remediate ground water leaks in a valve vault located on the tank site was also included. Kimley-Horn and Associates reviewed the bids and have determined the lowest responsible bidder to be Tank Pro, Inc. with a base bid of \$937,129 and an additive alternate in the amount of \$8,200 for a total bid of \$945,329. He added that approval of the services of an expert tank inspector will be presented to the Council for consideration at a future meeting.

Motion was made by Mayor Pro-Tem Flory with a second by Councilmember Tankersley to award the bid for the Park Center Elevated Storage Tank Rehabilitation Project to Tank Pro, Inc. in the amount of \$945,329 (base bid plus the additive alternate). Motion carried unanimously. 6-0-0-1

For: Mayor Flippo, Mayor Pro-Tem Flory, Councilmembers Farr, Tankersley, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmember Adams

- (9) CC-0218-14
PUBLIC HEARING – Consideration and Action regarding recommendation from Planning and Zoning Commission on request for approval of Amended Plat for Lot 5R, Block 8, Original Town of Saginaw being a Replat of Lots 5 through 9, Block 8, Original Town of Saginaw, commonly known as 116-128 Belmont Street

Mayor Flippo declared the public hearing for this item open at 6:16 p.m. Councilmember Farr stated that he had completed an Affidavit of Conflict of Interest for this item. He then left the Council Chambers.

Director of Public Works Trice explained that this item is a request for approval of an Amended Plat for Lot 5R, Block 8, Lots 5-9, Original Town of Saginaw. He stated that the Amended Plat will combine five lots into one large lot. The property is currently zoned Neighborhood Commercial and there is no change in zoning being requested. The Planning and Zoning Commission considered this request at their meeting on February 13th and voted unanimously to recommend approval to the City Council.

Mayor Flippo called for any public comments. There were none. Mayor Flippo declared the public hearing closed at 6:19 p.m.

Motion was made by Councilmember Bighorse with a second by Councilmember Copeland to accept the recommendation from the Planning and Zoning Commission and approve the Amended Plat for Lot 5R, Block 8, Original Town of Saginaw being a Replat of Lots 5 through 9, Block 8, Original Town of Saginaw, commonly known as 116-128 Belmont Street. Motion carried unanimously. 5-0-1-1

For: Mayor Flippo, Mayor Pro-Tem Flory,
Councilmembers Tankersley, Bighorse, and Copeland

Against: None

Abstain: Councilmember Farr

Absent: Councilmember Adams

- (10) CC-0218-15
Presentation and Review of Annual Citizen Data Report

Police Captain Johnson explained the 2017 Citizen Data Report. The report is a summary of data collected as required by the Texas Racial Profiling Law. He stated that the Police Department received no racial profiling complaints in 2017. He added that the report has been submitted to the Texas Commission on Law Enforcement as required by law. There was a discussion regarding the report.

- (11) CC-0218-16
City Council Protocol Policy Discussion

City Manager Reaume explained that this item is a continuation of the discussion held at the February 6th City Council Meeting. He gave a power point presentation highlighting portions of a draft City Council Protocol Policy. He stated that the next step would be review of the draft policy by the City Attorney. There was a discussion regarding several portions of the draft policy. Mayor Flippo encouraged anyone with specific issues or questions regarding the draft policy to contact City Manager Reaume.

- (12) CC-0218-17
City Charter Update Discussion

City Manager Reaume explained that the Council briefly discussed the need for revisions to the City Charter at the meeting on February 6th. He gave a power point presentation of items in the Charter identified by City Staff that need to be reviewed and updated. He stated that, as discussed at the last meeting, a Charter Review Committee would need to be appointed. Mayor Flippo reminded the Council that they should submit two names for consideration and appointment to a Charter Review Committee. City Attorney Meredith suggested that a Resolution setting up a Charter Review Committee be adopted when the Council is ready to proceed with the process. Mayor Pro-Tem Flory suggested that the members of the original City Charter Committee be considered for appointment to the Charter Review Committee. Councilmember Farr suggested that an outline including the format for review, time commitment, etc. be prepared so potential members will be aware of the importance and commitment of serving on the committee.

- (13) 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
- b. Territorial Boundary Adjustment Matters

Mayor Flippo declared the meeting recessed into Executive Session at 7:20 p.m.

Mayor Flippo declared the meeting back in Regular Session at 8:15 p.m.

(14) Adjournment

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

For: Mayor Flippo, Mayor Pro-Tem Flory, Councilmembers Farr, Tankersley, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmember Adams

Mayor Flippo declared the City Council Meeting of February 20, 2018 adjourned at 8:16 p.m.

ATTEST:

APPROVED:

City Secretary Janice England

Mayor Todd Flippo