

City of Saginaw
Minutes of the City Council Meeting
Held on February 4, 2025
333 West McLeroy Blvd.

Present at the Meeting:

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1
- Nick Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Brack St. Clair, Place 4
- Cindy Bighorse, Place 5
- Mary Copeland, Place 6
- Bryn Meredith, City Attorney
- Gabe Reaume, City Manager
- Lee Howell, Asst. City Manager
- Kim Quin, Finance Director
- Vicky Vega, City Secretary
- Russell Ragsdale, Police Chief
- Doug Spears, Fire Chief
- Jarred Coursey, Asst. Director of Public Works
- Pedro Zambrano, Director of Economic Development & Community Engagement
- Melanie McManus, Director of Human Resources
- Ellen Ritchie, Library Director
- Trenton Tidwell, City Engineer

Absent from the Meeting:

- Randy Newsom, Director of Public Works

Visitors at the Meeting:

- Jose Wheeland
- Maria Hernandez
- Larry Little
- Ronnie Horton
- Judy Deller
- Ruben Esqueda
- Randy Vierkant
- John Peet
- Charlies Tucker
- Trey Harper
- Whitney Berry
- Joe Rangel
- Jennifer Flippo
- Stephanie Pucciarello

1. Call To Order

1A. Call To Order -- Todd Flippo, Mayor

Mayor Flippo called the meeting to order at 6:00 p.m.

1B. Pledges--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"

1C. Invocation--Pastor Joe Rangel, SOBA Church

Pastor Joe Rangel with the SOBA Church gave the invocation.

1D. Audience Participation--Anyone wishing to speak during the discussion of an item listed on the agenda must complete an audience participation form. These forms are located by the Police Chief. After completing the form, give it to the City Secretary. She will give it to the Mayor. The Mayor will call on you when that item is discussed. You will have three (3) minutes to make your comments.

2. Consent Agenda

Motion was made by Councilmember Junkersfeld with a second by Councilmember St. Clair to approve the Consent Agenda. Motion carried unanimously. 7-0-0-0

2A. Action regarding Minutes, January 21, 2025

The Minutes of the January 21, 2025, City Council Meeting were presented for approval.

2B. Action regarding Resolution No. 2025-02, Adopting The City of Saginaw's Americans with Disabilities Act Title II Comprehensive Evaluation and Transition Plan of the City's Public Facilities, Services, Activities, and Programs -- Maria Hernandez, Planning Tech

The City of Saginaw's ADA Coordinator, Maria Hernandez, is requesting the formal approval of the City of Saginaw's Americans with Disabilities Act Transition (ADA) Transition Plan and Self-Evaluation with Resolution No. 2025-02.

The ADA Transition Plan and Self-Evaluation was developed in eight phases in collaboration with Kimley-Horn and Associates, Inc. The project entered its final phase, Phase 5, in 2024. Council was introduced to the Phase 5 project details at the September 17, 2024 council meeting. Matt Poole, P.E., with Kimley-Horn, informed Council that the focus of the last phase will be developing a improvement schedule and communicating the costs associated with sidewalk corridors and curb ramp repairs.

In 2024, Texas Department of Transportation asked its subrecipients to complete two survey to asses overall ADA Compliance. The City of Saginaw achieved a "Satisfactory" status with a follow-up monitoring scheduled for early 2026. TxDOT provided a response letter where they identified responses that were insufficient. The ADA Coordinator has been working with TxDOT's Compliance Program Specialist, city staff and Matt Poole, in addressing areas where the city is non-compliant to remediate the issues.

TxDOT has requested an official document stating that city leadership is aware of the ADA compliance and non-compliance inventory within the city's programs and services.

Resolution No. 2025-02 will act as a formal approval of the ADA Transition Plan and Self-Evaluation, which identifies all compliance and non-compliance barriers, in effect satisfying the TxDOT requirement. Staff recommends approval.

2C. Action regarding Retired Fire Equipment Donation -- Doug Spears, Fire Chief

Fire Chief Doug Spears is seeking approval to donate a set of hydraulic rescue tools to a volunteer fire department that can potentially get the equipment repaired or replace the primary component to provide their department a rescue capability they don't currently have. The equipment is beyond its customary service life and is currently out-of service due to the repairs necessary to get the tools back to a useful state. Staff recommends approval of the equipment to be donated to Lake Arrowhead Volunteer Fire Department in Henrietta Texas.

2D. Action regarding Agreement to Provide Professional Services between the City of Saginaw and Janice England - Gabe Reaume, City Manager

The proposed Agreement to Provide Professional Services is with Janice England. Per the agreement, Mrs. England will provide support and guidance to City Staff, as needed, for ongoing City Council meetings agendas, minutes, ordinances, resolutions, election process, open records requests, records management, legal notices, property liens, and any special projects. Staff recommends approval.

2E. Action regarding renewal of Interlocal Agreement with Tarrant County ESD #1 for fire protection and EMS services to unincorporated areas of Tarrant County -- Doug Spears, Fire Chief

For many years the City has entered into interlocal agreement (ILA) with Tarrant County ESD #1 (TCESD#1) to provide fire and EMS coverage to designated areas of unincorporated Tarrant County in exchange for monetary payment. As part of our ILA TCESD#1 provides our city with a tanker fire apparatus to provide the necessary water supply to the unincorporated areas where water for fire protection does not readily exist.

As with previous ILAs submitted, we have been awarded an equipment grant in the amount of \$25,000. The grant funds will be utilized to replace PPE, commonly referred to as bunker gear, that has reached or is nearing the expiration of its mandated useful term. The ILA includes a payment in the amount of \$141,600 with an additional \$25,000 in equipment grant award. Staff recommends approval of the ILA as presented.

2F. Consideration and action regarding ordinance 2025-04, adding a definition of contractor and subcontractor; Requiring every contractor to register with the city prior to performing any work--Larry Little, Chief Building Official

The proposed revisions make it clear that all contractors and subcontractors doing work with the City must register with the City, even if the contractor/subcontractor is not required to be licensed by the State. Ordinance No. 2025-04 addresses these revisions. Staff recommends approval.

3. Proclamations-Presentations

3A. Employee Recognitions/Presentations--Gabe Reaume, City Manager

There were no recognitions or presentations.

4. Business

4A. Consideration and Action regarding the Appointment for City Secretary - Melanie McManus, HR Director

The City Secretary position is a Council appointed position previously held by Janice England until her retirement on January 31, 2025. On January 22, 2025, City Manager Gabe Reaume appointed Victoria Vega as Assistant City Secretary. The financial impact of this appointment is part of the Council-approved salary compensation plan. The interview selection committee recommends the appointment of Vicky Vega as City Secretary.

Motion was made by Councilmember St. Clair and with a second by Councilmember Junkersfeld to appoint Vicky Vega as City Secretary. Motion carried unanimously 7-0-0-0

4B. Consideration and Action regarding Ordinance No. 2025-03, Calling a Bond Election to be held on May 3, 2025--Gabe Reaume, City Manager

City Manager Reaume discussed the proposed propositions for a potential bond election on May 3, 2025. He gave a brief recap of the meetings and recommendations of the Bond Committee. The timeline for calling a bond election was explained. Mayor Flippo explained the Council's options. Councilmember Lawson commented that there are still many questions regarding a bond election in May. He added that the City does have a need for an animal shelter. He suggested that the potential bond election be moved to November which will allow meetings to be held to focus on the potential bond propositions and recommendations of the Bond Committee.

Motion was made by Councilmember Lawson with a second by Councilmember Bighorse to table this item and move the potential bond election to November. Motion carried. 5-2-0-0 (Flippo and Copeland against)

4C. Consideration and action regarding a proposed Texas Department of Housing and Community Affairs low-income housing unit application involving a 9% Housing Tax Credit Program on behalf of Saginaw Main Apts, LP, relating to property located at 615 North Saginaw Boulevard; this item having been requested by Blue Ridge Atlantic Development, LLC. (Resolution No 2025-04)

Ruben Esqueda, Vice President of Development for Blue Ridge Atlantic Development presented a proposal for an independent senior living, 55 years and older facility (Saginaw Main Street Apartments) on property located at 615 North Saginaw Boulevard.

Mayor Flippo executive declared the meeting recessed into Executive Session at 6:48 p.m.

Mayor Flippo declared the meeting back in Regular Session at 7:11 p.m.

Motion was made by Councilmember Lawson with a second by Councilmember St. Clair to approve Resolution No. 2025-04. Motion carried unanimously. 7-0-0-0

4D. 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 2025-2027 seasons--Whitney Berry, Community Link Mission

Ms. Whitney Berry, Community Link Farmer's Market Coordinator, gave a brief overview of the 2025 Season and its continued growth and educational success . There was discussion by Councilmember Bighorse suggesting a Rehab/First Aid Station that would have basic first aid supplies, cold water and shaded area for market customers during the season. Council agreed with the idea from Chief Spears of having "CERT" at the market to help with those basic first aid needs. This suggestion would be on a trial bases and evaluated by staff if an alternate solution is necessary. There was also discussion that on big events, that the city would have police and fire staff working at the event.

The proposed agreement with Community Link Mission, Inc. is for the period of the 2025-2027 seasons. The only substantial change is that this would have 2 annual renewals with a 3% cost escalator. Annual Renewals for the 2025 season-\$39,672.00; 2026 season- \$40,862.00; and 2027 season-\$42,088.00. Funds are available in account # 21-5245-32, Hotel/Motel Tax, Contract Services in the amount of \$40,000 for the 2025 season. Staff recommends approval.

Motion was made by Mayor Pro-Tem Felegy and with a second by Councilmember Lawson to approve the 3 year agreement between the City of Saginaw and Community Link Mission. Motion carried 6-1-0-0 (Junkersfeld against)

4E. Consideration and action regarding Resolution No 2025-03, 2025 Work Plan--Gabe Reaume, City Manager

City Manager Reaume gave a brief overview of the projects on the proposed 2025 Work Plan. Resolution No. 2025-03 addresses the adoption of the 2025 Work Plan.

CITY COUNCIL

2025 ANNUAL STRATEGIC PROJECT LIST AND WORK PLAN

1. **Community Garden Committee**
2. **Relocation of Depot Building**
3. **Design Criteria for Carports**
4. **Employee Personnel Manual Update**
5. **2025 Bond (Communication and Informational Awareness)**
6. **Community Special Events Committee**
7. **Creation of "Friends of Parks" or other parks-related non-profits**
8. **Decorative Lighting Project (Carryover)**
9. **Old Fire Station Site Redevelopment**
10. **Citywide Tree Assessment (Non-profit/Grant-Funded)**

11. **Texas Comptroller Transparency Stars Program**
12. **Engineering and Design Services Review**
13. **Public Works Work Order Software Review**
14. **Review Rental Inspection Program**
15. **ADA Review Committee of City Staff**

Motion was made by Mayor Pro-Tem Felegy with a second by Councilmember Copeland to adopt Resolution No. 2025-03, approving the 2025 Work Plan. Motion carried unanimously. 7-0-0-0

5. Executive Session

5A. 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:

5B. Any posted item

6. Adjournment

6A. Adjournment--Todd Flipppo, Mayor

Motion was made by Councilmember Junkersfeld with a second by Councilmember St. Clair to adjourn the meeting. Motion carried unanimously. 7-0-0-0

Mayor Todd Flipppo declared the February 4, 2025 City Council Meeting adjourned at 7:24 p.m.