



City of Saginaw

Meeting and/or Executive Session Agenda

Tuesday, January 7, 2025, 6:00 PM
333 West McLeroy Boulevard
Saginaw, Texas 76179

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

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

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--Dr. Mark Towns, First Baptist Church

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

All items listed 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.

2A. Action regarding Minutes, November 19, 2024--Janice England, City Secretary

2B. Action regarding Minutes, December 3, 2024--Janice England, City Secretary

2C. Action regarding Ordinance No. 2025-1, Appointment of Municipal Court Judge and Associate Judges; and Approval of Municipal Court Judge Agreement--Kim Quin, Finance Director

2D. Action regarding Reappointment of Tax Increment Reinvestment Zone No. 1 Board of Directors--Janice England, City Secretary

3. Proclamations-Presentations

3A. Employee Recognitions/Presentations--Lee Howell, Asst. City Manager
-Recognition of employees and volunteers that worked 2024 Special Events

3B. Discussion regarding Senior Center--Joe Knox Reed

4. Executive Session

The City Council may take action on any Executive Session item posted.

4A. 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:

4B. Any Posted Item

4C. 400 S. Saginaw Blvd. and 405 S. Belmont St.

4D. 551.087. Texas Government Code. Deliberation regarding Economic Development Negotiations. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City, and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described above, including:

4E. 400 S. Saginaw Blvd. and 405 S. Belmont St.

5. Adjournment

5A. Adjournment--Todd Flippo, Mayor

Date Posted: _____ Time: _____ By: _____

Date Retrieved: _____ Time: _____ By: _____

Date Posted: January 2, 2025



City Council Memorandum

A. Action regarding Minutes, November 19, 2024--Janice England, City Secretary

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Consent Agenda Item: 2A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The minutes of the City Council Meeting held on November 19, 2024 are presented for consideration.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

Attachments

[Draft Minutes 11-19-2024.pdf](#)

**** The following document is a draft of the minutes and the not the official approved minutes ****

City of Saginaw
Minutes of the City Council Meeting
Held on November 19, 2024
333 West McLeroy Blvd.

Present at the Meeting:

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1
- Nicky Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Brack St. Clair, Place 4
- Mary Copeland, Place 6
- Bryn Meredith, City Attorney
- Gabe Reaume, City Manager
- Lee Howell, Asst. City Manager
- Kim Quin, Finance Director
- Janice England, City Secretary
- Russell Ragsdale, Police Chief
- Corey Burnett, Police Lieutenant
- Doug Spears, Fire Chief
- Randy Newsom, Director of Public Works
- Jarred Coursey, Asst. Director of Public Works
- Keith Rinehart, Director of Community & Economic Development
- Melanie McManus, Director of Human Resources
- Ellen Ritchie, Library Director
- Pedro Zambrano, Communications Manager
- Jose Wheeland, Animal Services Manager

Absent from the Meeting:

- Cindy Bighorse, Place 5
- Trenton Tidwell, City Engineer

Visitors at the Meeting:

- Kay Carroll

- Jan Young
- John Shelton
- Fred Besco
- Jeree Reames
- David Reames
- Sonia Camp
- Kelly Stewart
- Linda Tijerina
- Mark Towns
- H. Berringer
- Kristi Haney
- Abel Moreno
- Norm Bulaich
- Ronnie Horton
- Charles Tucker
- Joe Lasater
- Joe Stout
- Margaret Somereve
- Chris Dyer

1. Call To Order

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

Mayor Flipppo called the meeting to order at 6:01 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--Dr. Mark Towns, First Baptist Church

Dr. Mark Towns, Pastor of the First Baptist 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.

Mayor Flipppo declared the meeting recessed into Executive Session at 6:04 p.m. (Items 6C & 6D: 551.087. Texas Government Code. Deliberation regarding Economic Development Negotiations.

Property consisting of 78.724 acres described as a tract of land situated in the J. Walker Survey, Abstract No. 1602 and the J.A. Bradford Survey, Abstract No. 183, City of Saginaw, Tarrant County, Texas)

Mayor Flippo declared the meeting back in Regular Session at 6:26 p.m.

2. Consent Agenda

Motion was made by Councilmember Junkersfeld with a second by Councilmember St. Clair to approve Items 2A, 2E, 2F, 2G, and 2H of the Consent Agenda as presented. Motion carried unanimously. 6-0-0-1 (Bighorse Absent)

2A. Action regarding Minutes, November 4, 2024--Janice England, City Secretary

2B. Action Regarding Approval to Renew the Contract with Waste Connections Lone Star Inc., for Residential and Commercial Trash Service and Residential Recycling, for a Two-Year Period--Lee Howell, Asst. City Manager

Waste Connections Lone Star, Inc. has been providing trash and recycling services to the residents and commercial businesses in the City since 2007. The proposed contract renewal is for a period of two years and would become effective December 1, 2024.

2C. Action Regarding Approval of a Proposed Price Increase by Waste Connections Lone Star Inc., for Residential and Commercial Trash Service, and Residential Recycling--Lee Howell, Asst. City Manager

Per the City's contract with Waste Connections Lone Star, Inc., they can request a rate increase every year based on increases in the Consumer Price Index (CPI) category for "All Urban Customers, Garbage and Trash Collection in the U.S." From October 2023 through September 2024 the CPI category rose 3.8% on average. Waste Connections has requested a rate increase to reflect the rise in the CPI. The proposed increase would result in a .45 cent increase in residential curbside collection; and a .11 increase for recycling container rental. The rate for commercial dumpster and roll-off services would also increase by 3.8%. The new rates would be effective with the December 2024 billing cycle. The total monthly rate for a residential customer would be \$14.82 plus tax per month.

2D. Action regarding Ordinance No. 2024-24, Amending the Master Fee Schedule by amending the fee for Residential Trash and Recycle Services--Lee Howell, Asst. City Manager

This item is in conjunction with Items 2B and 2C. Ordinance No. 2024-24 amends the Master Fee Schedule to reflect the new monthly rate of \$14.72 plus tax for residential trash and recycle

services. The commercial rates are not included in the fee schedule due to their complexity.

The Council considered Items 2B, 2C, and 2D together. Mr. Abel Moreno, District Manager of Waste Connections Lone Star Inc. addressed the Council. He expressed his appreciation for the relationship between Waste Connections Lone Star Inc. and the City. There was a brief discussion regarding larger recycling containers for residents. Mr. Moreno suggested a workshop be held at a later date to discuss options.

Motion was made by Councilmember Junkersfeld with a second by Councilmember St. Clair to approve Items 2B, 2C, and 2D of the Consent Agenda. Motion carried unanimously. 6-0-0-1 (Bighorse Absent)

2E. Action Regarding the Purchase of a 1/2 ton Service Truck for the Public Works Department and a Ford 350 Service Van for Building Maintenance Staff--Randy Newsom, Director of Public Works

In the 2024-2025 Public Services Budget, a service truck and maintenance van were approved. The service truck will replace Unit #411 and the maintenance van will be for the new Building Maintenance Position. The Chief Mechanic has obtained three (3) quotes for the service truck and was able to find a van through Sourcewell, a cooperative purchasing company, for the van. The lowest quote for the service truck came from James Woods Motors in Decatur in the amount of \$50,680. The other two quotes were from Lipscomb Auto Center in Bowie (\$54,650) and Classic Chevrolet in Grapevine (\$54,860). All three quotes were for a 1/2 ton truck with like equipment. The van will come from Rush Truck Centers utilizing the Sourcewell Contract 032824-RTG (the City is a member of this purchasing cooperative). The van will be a 2023 Ford Transit 350 with a drop down ladder rack. The total cost for the van is \$71,530. Funds in the amount of \$60,000 are budgeted in the 2024-25 Public Services Capital Outlay/Special Request Account 01-7000-06-06 for the service truck. Funds in the amount of \$80,000 were budgeted in the same account for the purchase of the van.

2F. Action Regarding the Purchase of a Trailer Mounted High Pressure Sewer Cleaner--Jarred Coursey, Asst. Director of Public Works

The purchase of a trailer mounted high pressure sewer cleaner was budgeted in the 2024-2025 fiscal year budget (Water & Wastewater Budget, Capital Outlay/Special Request Account 05-7000-50-00) in the amount of \$85,500. This purchase will be made through the SourceWell Purchasing Cooperative.

2G. Action regarding Individual Project Order for Water System Hydraulic Model Update-- Randy Newsom, Director of Public Works

The City's Water System Hydraulic Model has not been updated since the Water Master Plan Update in 2015. Since then multiple projects have been completed and need to be added. With an updated model, the City is able to accurately understand the impacts any new developments will have on the water system. The proposed Individual Project Order (IPO) includes the update, and also an evaluation of the City's existing pump stations and recommendations for any improvements. The financial impact of this IPO is anticipated to be \$75,000. A total of \$80,000 was included in the 2024-2025 fiscal year budget for this project (Water & Wastewater Budget, Capital Outlay/Special Request Account 05-7000-50-00).

2H. Action Regarding the Holiday Event Expenses -- Pedro Zambrano, Communications Manager

The estimated costs for the Holiday Ho Ho Hoedown is \$33,971. A total of \$24,000 for the drone show was approved by the City Council upon the recommendation of the Advisory Recreation and Parks Board which leaves a balance of \$9,971. The estimated costs are conservative and we do not expect to exceed \$10,000 from the Parks Donation Fund.

3. Proclamations-Presentations

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

3B. Proclamation and Recognition of Jan Young for her Many Years of Volunteer Service and Support of the City

Mayor Pro-Tem Felegy read an "Office of the Mayor Proclamation" declaring November 19, 2024 to be "Jan Young Day". Ms. Young was recognized for her many years of volunteer service and support of the City. She was presented with a plaque by the Eagle Mountain-Saginaw Rotary Club; flowers from the Advisory Recreation and Parks Board; and a card and flowers from the Citizens Police Academy Alumni Association. Mayor Flippo presented a "Key to the City" plaque to Ms. Young. Ms. Young expressed her appreciation for the recognition.

3C. Texas Coalition for Affordable Power (TCAP) Presentation--Margaret Somereve, Executive Director

Ms. Margaret Somereve, Executive Director of the Texas Coalition for Affordable Power (TCAP) gave a presentation about TCAP and its purpose.

3D. Presentation of the 2024 Community Economic Development Award from the Texas Economic Development Council--Keith Rinehart, Director of Community & Economic Development

Director of Community Services & Economic Development Rinehart explained that the City of Saginaw was awarded a Community Economic Development Award at the 2024 Texas Economic Development Council State Conference. This is the fourth year in a row that the City has received an award. Mayor Flipppo congratulated Director of Community Services & Economic Development Rinehart and presented the award to him.

4. Public Hearings

4A. PUBLIC HEARING--Consideration and Action to Consider a Textural Amendment, Amending the Code of Ordinances, Chapter 44 "Landscaping" and Appendix A "Zoning", Article 8 by Removing Chapter 44 "Landscaping" and Updating the Landscape Requirements and Regulation Standards for Section 8-13 "Landscape Regulations" (Ordinance No. 2024-26)--Chris Dyer, Deputy Building Official- 7:13 PM

Public Hearing was opened at 7:13 PM

Mayor Flipppo declared the Public Hearing opened at 7:13 p.m. He explained that staff has requested this item be moved to the December 3, 2024 City Council Meeting.

Motion was made by Councilmember Junkersfeld with a second by Mayor Pro-Tem Felegy to table this item and its public hearing until the December 3, 2024 City Council Meeting. Motion carried unanimously. 6-0-0-1 (Bighorse Absent)

5. Business

5A. Discussion of Disbursement of Funds for Boards and Committees--Paul Felegy, Mayor Pro-Tem & Nicky Lawson, Councilmember

There was discussion regarding the the budgeting and disbursement of donation funds and the roles of the boards and committees associated with the funds. Mayor Pro-Tem Felegy explained that he was approached by a concerned board member regarding funds being spent without the knowledge of the board. Finance Director Quin stated that the boards should always have the recommended budgets near the end of the annual budget process. Ms. Kelly Stewart addressed the Council. She expressed her concerns about disbursements. After some discussion, the consensus of the Council was to involve the boards more in the process as budgets are discussed and approved. It was also suggested that when the approval of an item is recommended to the Council, the description of the recommendation should include the motion made by the board as well as the vote.

5B. Discussion of Future Staffing Prioritization--Gabe Reaume, City Manager

Future staffing needs were discussed. Prioritization and funding of future staffing was also discussed.

5C. Consideration and Action Regarding Ordinance No. 2024-25, Amendments to Chapter 6, "Animals", of the Saginaw City Code--Lee Howell, Asst. City Manager

Asst. City Manager Howell explained that the Animal Shelter Advisory Committee has met multiple times to discuss and review the proposed ordinance. The proposed ordinance amends the City Code to adhere to State Law, and ensure the health and safety of our citizens, employees, pets, and domestic animals as well as grant authority to the Animal Services Department for the handling of stray and impounded animals. Mr. Joseph Stout, Chairman of the Animal Shelter Advisory Committee, added that the Committee voted to recommend approval of Ordinance No. 2024-25, and adoption of the Management Plan as presented.

Motion was made by Councilmember Copeland with a second by Mayor Pro-Tem Felegy to approve Ordinance No. 2024-25 and adopt the Management Plan as presented. Motion carried unanimously. 6-0-0-1 (Bighorse Absent)

6. Executive Session

Mayor Flipppo declared the meeting recessed into Executive Session at 8:39 p.m.

6A. 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:-

6B. Any Posted Item -

6C. 551.087. Texas Government Code. Deliberation regarding Economic Development Negotiations. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described above, including:

6D. Property consisting of 78.724 acres described as a tract of land situated in the J. Walker Survey, Abstract No. 1602 and the J.A. Bradford Survey, Abstract No. 183, City of Saginaw,

Tarrant County, Texas

6E. 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:

6F. City Secretary**7. Adjournment**

7A. Adjournment--Todd Flipppo, Mayor

Mayor Flipppo declared the meeting back in Regular Session at 8:59 p.m.

Motion was made by Councilmember Junkersfeld for a vote of no confidence in the City Manager. Motion failed due to lack of a second.

There being no further business, Mayor Flipppo declared the meeting adjourned at 9:01 p.m.



City Council Memorandum

B. Action regarding Minutes, December 3, 2024--Janice England, City Secretary

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Consent Agenda Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The minutes of the City Council Meeting held on December 3, 2024 are presented for consideration.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

Attachments

[Draft Minutes 12-03-2024.pdf](#)

**** The following document is a draft of the minutes and the not the official approved minutes ****

City of Saginaw
Minutes of the City Council Meeting
Held on December 3, 2024
333 W. McLeroy Blvd.

Present at the Meeting:

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1
- Nicky Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Brack St. Clair, Place 4
- Cindy Bighorse, Place 5
- Mary Copeland, Place 6
- Bryn Meredith, City Attorney
- Trenton Tidwell, P.E., City Engineer
- Garrett Perkins, City Engineer
- Gabe Reaume, City Manager
- Lee Howell, Asst. City Manager
- Kim Quin, Finance Director
- Janice England, City Secretary
- Russell Ragsdale, Police Chief
- Scott Craver, Asst. Fire Chief
- Randy Newsom, Director of Public Works
- Jarred Coursey, Asst. Director of Public Works
- Keith Rinehart, Director of Community & Economic Development
- Melanie McManus, Director of Human Resources
- Ellen Ritchie, Library Director
- Pedro Zambrano, Communications Manager
- Larry Little, Chief Building Official
- Chris Dyer, Deputy Building Official
- Maria Hernandez, Planning Tech
- Luisa Pina, Public Works Administrative Coordinator

Absent from the Meeting:

- Doug Spears, Fire Chief

Visitors at the Meeting:

- Jeremy Cutler
- Corey Smith
- Linda MacAhan
- Don Klick
- Ken Sagona
- Ronnie Horton
- Juan Perez
- Brad Morgan
- C.J. Ross
- Angel Sanchez
- Raydon Calderon-Glenn
- Dusty Shelfer
- Felipe Rodriguez
- Ryan McElyea

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 Ronnie Mills, Saginaw Family Bible Church

In the absence of Pastor Mills, Councilmember St. Clair 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 Mayor Pro-Tem Felegy to approve the Consent Agenda as presented. Motion carried unanimously. 7-0-0-0

2A. Action regarding Authorization of an Individual Project Order with Kimley-Horn and Associates, Inc. for the Saginaw Boulevard Beautification Project (Green Ribbon Funding Phase

4)--Randy Newsom, Director of Public Works

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 2024, City Staff submitted a Green Ribbon grant application for Saginaw Boulevard. This will be Phase 4 of the Green Ribbon Program and finish out the landscaping along Saginaw Boulevard. In October, the City was notified that the application was accepted. The scope of work is to replant the beds in Phase 1 and refresh the landscape materials. It will also include the construction of new beds at Saginaw Square Boulevard. The total amount of the grant is \$849,130 and is subject to execution of a maintenance agreement and Advance Funding Agreement that will be presented to the City Council for consideration at a future date.

The proposed Individual Project Order (IPO) includes coordination, survey, preparation of construction documents, reporting, bidding, and construction contract administration. All of the tasks will be paid on a lump sum basis. The City's financial impact for the IPO will be \$78,000. Funds to cover this expenditure are available in the American Rescue Plan Act (ARPA) Funds.

2B. Action regarding Approval of the Striping of West McLeroy Boulevard from Saginaw Boulevard to Roberts Drive, Longhorn Road, Old Decatur Road, and Basswood Boulevard--Randy Newsom, Director of Public Works

City Staff is requesting consideration and approval of the striping of West McLeroy Boulevard from Saginaw Boulevard to Roberts Drive, Longhorn Road, Old Decatur Road, and Basswood Boulevard. These streets are in need of new striping. The proposed contract is in the amount of \$40,000. Funding will come from the American Rescue Plan Act (ARPA) funds. ARPA funds must be under contract by December 31, 2024.

3. Proclamations-Presentations

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

City Manager Reaume recognized Director of Community & Economic Development Rinehart who is leaving the City as of January 1, 2025. He stated that Director Rinehart has been in public service for thirty-two (32) years of which twenty-one (21) have been in Saginaw. He added that Director Rinehart has been active with the North Tarrant Chamber of Commerce as the City's representative. He stated it has been his pleasure to work with Director Rinehart.

Director of Community & Economic Development Rinehart stated that his greatest accomplishment has been the growth of his staff. He expressed his appreciation for the Council's support over the years.

Asst. Director of Public Works Coursey recognized the staff that installed the Christmas displays in the City. The installation process began in October. The staff included: Jeremy Cutler, Corey Smith, Juan Perez, Brad Morgan, C.J. Ross, Angel Sanchez, Raydon Calderon-Glenn, Dusty Shelfer, Felipe Rodriguez, and Ryan McElyea.

Mayor Flippo reminded everyone of the Christmas Parade and Tree Lighting Event on Saturday, December 7th.

3B. Discussion regarding Rental Inspections--Don Klick, Property Owner

Mr. Don Klick addressed the Council regarding rental inspections. He owns a rental home in Saginaw. He expressed his concerns regarding the rental inspection fees and frequency of inspections. After a lengthy discussion, the consensus of the Council was to discuss this item in a workshop during the first quarter of 2025.

4. Public Hearings

4A. PUBLIC HEARING--Consideration and Action to Consider a Textural Amendment, Amending the Code of Ordinances, Chapter 44 "Landscaping" and Appendix A "Zoning", Article 8 by Removing Chapter 44 "Landscaping" and Updating the Landscape Requirements and Regulation Standards for Section 8-13 "Landscape Regulations" (Ordinance No. 2024-26) (Tabled at 11-19-2024 City Council Meeting)--Chris Dyer, Deputy Building Official
Public Hearing was opened at 6:37 PM and closed at 6:48 PM

Deputy Building Official Dyer briefly explained the proposed landscaping ordinance. Councilmember Lawson stated that wording needs to be added to page 18, Section E-1 that all residential lots are excluded from the irrigation system requirement. Councilmember St. Clair added that it needs to be clear that only single family residential lots are excluded. The requirement would still apply to multi-family properties. Councilmember Lawson explained that page 21, Section G-5 should be changed to state that any trees planted in medians or right-of-way shall be approved by the Development Review Committee (instead of approved by any member of the Development Review Committee). He also stated that wording should be added in the same section that states that the Development Review Committee cannot override the four feet provision for plants placed in medians or right-of-way parkways.

Mayor Flippo declared the public hearing for this item opened at 6:37 p.m. He called for public input. There being none, he declared the public hearing closed at 6:48 p.m.

Motion was made by Councilmember Lawson with a second by Councilmember Junkersfeld to approve Ordinance No. 2024-26 with the recommended changes from Councilmember Lawson and Councilmember St. Clair. Motion carried unanimously. 7-0-0-0

5. Business

5A. Consideration and Action regarding Individual Project Order with Kimley-Horn and Associates for Bailey Boswell Quiet Zone Feasibility Study--Randy Newsom, Director of Public Works, and Ken Sagona, Property Owner

Director of Public Works Newsom explained that he was contacted by Mr. Ken Sagona, a resident in the Fort Worth portion of the Beltnill Subdivision, regarding the establishment of a quiet zone at Bailey-Boswell and Saginaw Boulevard. Mr. Sagona addressed the Council. He expressed his concerns regarding the busy railroad crossing. He stated that he is willing to pay for half of the costs of a feasibility study. There was some discussion regarding the pros and cons of establishing a quiet zone. City Manager Reaume stated that the cost of the proposed Individual Project Order with Kimley-Horn and Associates for the Bailey Boswell Quiet Zone Feasibility Study is \$3,000. Mr. Sagona has agreed to pay half which will be \$1,500.

Motion was made by Councilmember Lawson with a second by Mayor Pro-Tem Felegy to approve the Individual Project Order for the Bailey Boswell Quiet Zone Feasibility Study with Mr. Sagona paying \$1,500 of the costs. Motion carried. 5-2-0-0 (Bighorse and Copeland Against)

5B. Consideration and Action regarding Award of Bid for Roof Replacement at the John Ed Keeter Building--Jarred Coursey, Asst. Public Works Director

Asst. Director of Public Works Coursey explained that bids were opened on November 18, 2024 for the John Ed Keeter Building Roof Replacement Project. Three bids were received with Roof Time GC submitting the lowest bid in the amount of \$171,140. Staff has reviewed the bid and checked the references. He stated that staff is recommending that Roof Time GC be awarded the contract for the roof replacement. He added that this project will be fully funded by ARPA (American Rescue Plan Act) Funds.

Motion was made by Councilmember Junkersfeld with a second by Councilmember St. Clair to award the bid for the roof replacement at the John Ed Keeter Building to Roof Time GC in the amount of \$171,140 with funding to come from the American Rescue Plan Act Funds. Motion carried unanimously. 7-0-0-0

5C. ADA (Americans with Disabilities Act) Transition Plan Project Update--Trenton Tidwell, P.E., Kimley-Horn and Associates, Inc.

City Engineer Tidwell gave an update on the Americans with Disabilities Act (ADA) Transition Plan Project. He stated that he will be attending the next Bond Committee Meeting to give a presentation. There was some discussion regarding the ADA Transition Plan Project and areas where improvements are needed to the City's sidewalks. He explained that he will work with Director of Public Works Newsom regarding potential projects to present to the Bond Committee for consideration.

5D. Consideration and Action regarding a Scaled Down Lighting Demo at the City of Saginaw Water Tower -- Maria Hernandez, Planning Tech; Luisa Pina, PW Admin Coordinator

Planning Tech Hernandez and Public Works Administrative Coordinator Pina gave a brief presentation regarding a lighting demonstration at the City's water tower located at 1392 Jarvis Road. The water tower is visible from Bailey Boswell Road and provides adequate ground space for the light panels and equipment. They are waiting for a response from the vendor regarding a quote and guidance for what type of lighting structure is recommended for a demonstration. It estimated that the demonstration at the water tower for two to four panels would cost \$1,800 per panel with an estimated maximum cost not to exceed \$8,000. There was some discussion regarding the vendor and estimated costs. Also discussed was requirements from the Federal Aviation Administration for a lighting installation and demonstration of this type. The consensus of the City Council was for this item to be discussed after the vendor submits a quote and recommendation for the demonstration.

6. Executive Session

6A. 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:

6B. Any Posted Item -

7. Adjournment

7A. Adjournment--Todd Flippo, Mayor -

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

Mayor Flippo declared the December 3, 2024 City Council Meeting adjourned at 7:45 p.m.



City Council Memorandum

C. Action regarding Ordinance No. 2025-1, Appointment of Municipal Court Judge and Associate Judges; and Approval of Municipal Court Judge Agreement--Kim Quin, Finance Director

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

In January 2012, a Municipal court of Record was established by the City Council and Attorney Lorraine Irby was appointed Judge. Judge Irby has been reappointed since the Municipal Court of Record was established. Associate Judges Wendy Cooper, Stewart Bass, and Bonnie Wolf are appointed in conjunction with the Judge's appointment. The current term of office expires on January 31, 2025. Ordinance No. 2025-1 Appoints the Judge and Associate Judges for an additional one year term through January 31, 2026. The proposed Municipal Judge Agreement is the same as the current agreement.

FINANCIAL IMPACT:

The annual cost of the Judge's services is \$45,360 and up to \$350 for training expenses. The cost of the contract is included in the FY2024/2025 Adopted Budget.

RECOMMENDATION:

Staff recommends approval of Ordinance No. 2025-1, appointment of Lorraine Irby as Municipal Court Judge, and Wendy Cooper, Stewart Bass, and Bonnie Wolf as Associate Judges for one year beginning February 1, 2025; and approval of the Municipal Court Judge Agreement.

Attachments

[Municipal Court Judges ordinance 2025.pdf](#)

[MUNICIPAL JUDGE AGREEMENT 2025.pdf](#)

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS APPOINTING THE JUDGE AND ASSOCIATE JUDGES OF THE MUNICIPAL COURT OF RECORD IN THE CITY OF SAGINAW; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND 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 Texas Local Government Code; and

WHEREAS, the City Council has created a municipal court of record pursuant to Chapter 30 of the Texas Government Code; and

WHEREAS, Chapter 30 of the Texas Government Code relating to municipal courts of record provides that the judge of the municipal court of record shall be appointed by the City Council by ordinance; and

WHEREAS, the workload of the Saginaw Municipal Court is not large enough to support a full time Municipal Court Judge; and

WHEREAS, it is of great benefit to the City of Saginaw to have an experienced municipal court judge sit on the bench of the municipal court of the City of Saginaw; and

WHEREAS, Section 574.001, Texas Government Code requires that a finding be made to the effect that a person who serves as an officer in more than one appointed position obtain a finding from the governing body that such officer has satisfied Article XVI, Section 40, of the Texas Constitution; and

WHEREAS, there is no conflict between the office of municipal judge of the City of Saginaw and the office of municipal court judge in any other municipality in the State of Texas; and

WHEREAS, the City Council desires to appoint Lorraine Irby as municipal judge and Wendy Cooper, Stewart Bass, and Bonnie Wolf as associate judges for the Municipal Court of Record in the City of Saginaw.

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

SECTION 1.

It is hereby found that the office of municipal court judge of the City of Saginaw is of benefit to the State of Texas and to the City of Saginaw and that there is no conflict between the office of municipal judge of Saginaw and the office of municipal judge in any other city.

SECTION 2.

Lorraine Irby is hereby appointed as the Municipal Judge of the municipal court of record in the City of Saginaw, Texas for a one year term beginning February 1, 2025. At the expiration of said term, in accordance with Article 16, Section 17 of the Texas Constitution, Judge Irby shall continue to serve until her successor shall be duly qualified.

SECTION 3.

Wendy Cooper, Stewart Bass, and Bonnie Wolf are hereby appointed as the associate judges to serve when the Municipal Judge is temporarily absent or unable to serve.

SECTION 4.

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

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its passage and it is so ordained.

PASSED AND APPROVED on this 7th day of January 2025 at a regular meeting of the City Council of the City of Saginaw, Texas.

Todd Flippo, Mayor

ATTEST:

Janice England, City Secretary

APPROVED AS TO FORM:

Bryn Meredith, City Attorney

MUNICIPAL JUDGE AGREEMENT

This Agreement is made by and between the City of Saginaw, Texas (“City”) and Lorraine Irby (“Irby”), for the purpose of documenting the terms and conditions under which Irby will serve as municipal court judge for the City. It shall be performed in and is enforceable in Tarrant County, Texas.

Recitations:

1. Irby desires to contract with the City to serve as municipal court judge.
2. City desires to contract with Irby as an independent contractor to provide services as a municipal court judge.

Agreements:

1. Irby, while serving as municipal judge, has all the powers and shall discharge all the duties of a municipal judge, and shall serve at the pleasure of the City Council. Irby is expected to work the hours necessary to fulfill the obligations of the municipal judge in order to operate the *Municipal Court of Record of the City of Saginaw* in an efficient manner. The essential functions of the municipal judge include, but are not limited to:

- a. presiding over trials and other court proceedings (including bench and jury trials);
- b. accepting pleas;
- c. processing appeals;
- d. supervising the maintenance of official records of proceedings and the court;
- e. conducting arraignments and performing the duties of magistrate under State law;
- f. signing of warrants and issuance of subpoenas;
- g. administering juvenile warnings; and
- h. other functions established in the City’s job description for the municipal judge.

2. City agrees to pay Irby \$45,360 per year for such services, payable in monthly installments on the first day of each month following a month of service, and annual Judicial Training expenses not to exceed \$350.

3. Irby agrees that she is an independent contractor and is not entitled to any City

benefits, such as health insurance, vacation, or retirements.

4. The term of this agreement shall be effective on the date of mutual execution hereof and shall terminate on the one year anniversary of Irby's appointment by the City Council, which is January 31, 2026, unless sooner terminated by either party.

5. This agreement may be terminated by either party without cause upon fifteen (15) days written notice to the other party, and in the case of termination by the City upon compliance with Section 6.08(1) of the City Charter. Upon termination, neither party shall have any further obligation to the other under such agreement or for the termination thereof. It shall terminate immediately should Irby become permanent disabled or disqualified from performing such services.

6. This agreement is made contingent upon appropriations for the funding hereof.

7. This agreement supersedes all other agreements, whether oral or written, between the parties with respect to the engagement of the municipal judge.

8. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

CITY OF SAGINAW

Lorraine Irby

By: _____
Todd Flippo, Mayor

Dated: _____

ATTEST:

Janice England, City Secretary

Dated: _____



City Council Memorandum

D. Action regarding Reappointment of Tax Increment Reinvestment Zone No. 1 Board of Directors--Janice England, City Secretary

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Consent Agenda Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The terms of office of five (5) members of the Tax Increment Reinvestment Zone No. 1 Board of Directors expired on December 31, 2024. Terms of office are two years. A list of all members is included in the attachments. The five members are listed below. Action must be taken to reappoint the five members.

Place 1 - Todd Flippo

Place 2 - Paul Felegy

Place 3 - Nicky Lawson

Place 4 - Valerie Junkersfeld

Place 6 - Cindy Bighorse

Terms of Office for Places 5, 7, 8, and 9 expire December 31, 2025.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[TIRZ No 1 Board of Directors.pdf](#)

TAX INCREMENT REINVESTMENT ZONE NO. 1

BOARD OF DIRECTORS

Todd Flippo, Chairman	Place 1	Term Expires December 31, 2024
Paul Felegy	Place 2	Term Expires December 31, 2024
Nicky Lawson	Place 3	Term Expires December 31, 2024
Valerie Junkersfeld	Place 4	Term Expires December 31, 2024
Brack St. Clair	Place 5	Term Expires December 31, 2025
Cindy Bighorse	Place 6	Term Expires December 31, 2024
Mary Copeland	Place 7	Term Expires December 31, 2025

Tarrant County Representative

Tracey Knight Chief of Staff Tarrant County Precinct Four	Place 8	Term Expires December 31, 2025
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Tarrant County College District Representative

Pamela Anglin Chief Financial Officer Tarrant County College District	Place 9	Term Expires December 31, 2025
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City Council Memorandum

B. Discussion regarding Senior Center--Joe Knox Reed

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Proclamations-Presentations Item: 3B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Mr. Joe Knox Reed requested to address the Council regarding the Senior Center.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Reed--Agenda Item Request.pdf](#)

Request to be Placed on City Council Agenda

Date 12-10-24 (time stamp available upon request)Name (please print): Loeknox Reed

Phone #: _____ Email: _____

Address: _____

Requested Meeting Date: January 7, 2025Who Do You Represent: Myself

Who Will Attend the Meeting:

(Please provide name, address, and phone # of each person)

Will He/She/They Speak?

Yes or No

1. Loeknox ReedYes

2. _____

3. _____

Subject to be Discussed: Senior CenterHow Long Will Your Presentation Take: 3-5 minutesReason(s) for this Request: CitizenCouncil Action Desired: yes

FOR OFFICE USE ONLY

NOTICE: This form must be returned to the City Office by noon on the Wednesday prior to the requested Council meeting (the following Tuesday). If you have information to present to the Council it can be copied at the City Office. If it is larger than a regular sized sheet of paper (8-1/2" x 11"), a copy must be furnished, by you, for the council and staff (13 copies). If you have further questions, call 817-232-4640, extension 2327.

Request received by: [Signature] ☒ In person ☐ Mail ☐ Other _____ (explain)

APPROVED _____ Mayor, City of Saginaw
(The Mayor will determine if this request is approved for an agenda item.)



C. Branding Guideline Update Workshop - Work Plan Project -- Pedro Zambrano, Communications Manager

Meeting	Agenda Group
Tuesday, January 7, 2025, 6:00 PM	Proclamations-Presentations Item: 3C.
Reference File	
Community Goals	
<input checked="" type="checkbox"/> Work Plan	

BACKGROUND/DISCUSSION:

The 2024 Work Plan project included the creation of the city's branding guidelines. Civic Brand was selected to conduct the guideline and this workshop presentation the Office of Communications give an update to the City Council on the project.