

AMARILLO CITY COUNCIL REGULAR MEETING VIA VIDEO CONFERENCE NOTICE IS HEREBY GIVEN IN ACCORDANCE WITH ORDER OF THE OFFICE OF THE GOVERNOR ISSUED MARCH 16, 2020.

A REGULAR MEETING OF THE AMARILLO CITY COUNCIL TO BE HELD ON TUESDAY, JUNE 2, 2020 AT 1:00 P.M., CITY HALL, 601 SOUTH BUCHANAN STREET, COUNCIL CHAMBER ON THE THIRD FLOOR OF CITY HALL, AMARILLO, TEXAS BY VIDEO CONFERENCE (IN ORDER TO ADVANCE THE PUBLIC HEALTH GOAL OF LIMITING FACE-TO-FACE MEETINGS ALSO CALLED "SOCIAL DISTANCING" TO SLOW THE SPREAD OF THE CORONAVIRUS (COVID-19)). THERE WILL BE NO PUBLIC ACCESS TO THE LOCATION DESCRIBED ABOVE.

City Council Mission: Use democracy to govern the City efficiently and effectively to accomplish the City's mission.

This Agenda, and the Agenda Packet, are posted online at:
<https://www.amarillo.gov/city-hall/city-government/city-council>

The video meeting is hosted through Zoom. The meeting is broadcast on the City's website at: www.amarillo.gov. The conference bridge number for zoom is: Telephone # 4086380968 when prompted for meeting ID enter: 330267295#. All callers will be muted for the duration of the meeting.

This meeting will be recorded and the recording will be available to the public in accordance with the Open Meetings Act upon written request.

The public will be permitted to offer public comments as provided by the agenda and as permitted by the presiding officer during the meeting.

Please note: The City Council may take up items out of the order shown on any Agenda. The City Council reserves the right to discuss all or part of any item in an executive session at any time during a meeting or work session, as necessary and allowed by state law. Votes or final decisions are made only in open Regular or Special meetings, not in either a work session or executive session.

INVOCATION: Fire Chief, Jason Mays

PUBLIC ADDRESS

(For items on the agenda for City Council consideration)

The public will be permitted to offer public comment on agenda items. Public Address signup times are available from Sunday 8:00 a.m. until Tuesday 12:45 p.m. at <https://www.amarillo.gov/departments/city-manager/city-secretary/public-address-registration-form> or by calling the City Secretary's office at (806) 378-3014. Please call in at 1:00 p.m. at Telephone # 4086380968 when prompted for meeting ID enter: 330267295#.

AGENDA

1. City Council will discuss or receive reports on the following current matters or projects.

- A. Review agenda items for regular meeting and attachments;
- B. Update on Canadian River Municipal Water Authority;
- C. Coronavirus Update;
- D. Amarillo Police Department Priorities; and
- E. Request future agenda items and reports from City Manager.

2. **CONSENT ITEMS:**

It is recommended that the following items be approved and that the City Manager be authorized to execute all documents necessary for each transaction:

THE FOLLOWING ITEMS MAY BE ACTED UPON BY ONE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THE ITEMS IS NECESSARY UNLESS DESIRED BY A COUNCILMEMBER, IN WHICH EVENT THE ITEM SHALL BE CONSIDERED IN ITS NORMAL SEQUENCE AFTER THE ITEMS NOT REQUIRING SEPARATE DISCUSSION HAVE BEEN ACTED UPON BY A SINGLE MOTION.

A. **CONSIDER APPROVAL – MINUTES:**

Approval of the City Council minutes for the regular meeting held on May 26, 2020.

B. **CONSIDER AWARD – BROKER OF RECORD AND INSURANCE CONSULTANT CONTRACT TO USI SOUTHWEST, INC.:**

(Contact: Wesley Hall, Risk Management Director)

USI Southwest, Inc. - \$60,000.00

This is broker of record and insurance consultant contract. The broker of record will act as the City's insurance agent and will place all lines of insurance coverage for the City.

3. **EXECUTIVE SESSION:**

City Council may convene in Executive Session to receive reports on or discuss any of the following pending projects or matters:

- 1) Section 551.072 - Discuss the purchase, exchange, lease, sale, or value of real property and public discussion of such would not be in the best interests of the City's bargaining position:
 - (a) Discuss property located in the vicinity of East 34th Avenue and South Osage Street.

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (601 South Buchanan Street) of the building. An access ramp leading to the main entry is located at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communications equipment and elevators that are accessible. Individuals with disabilities who require special accommodations or a sign language interpreter must contact the City Secretary's Office 48 hours prior to meeting time by telephoning 378-3013 or the City TDD number at 378-4229.

Posted this 29th day of May 2020.

Regular meetings of the Amarillo City Council stream live on Cable Channel 10 and are available online at:

<http://amarillo.gov/city-hall/city-government/view-city-council-meetings>

Archived meetings are also available.

A

STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 26th day of May 2020, the Amarillo City Council met at 1:00 p.m. for a regular session meeting held via conference and in the Council Chamber located on the third floor of City Hall at 601 South Buchanan Street, with the following members present:

GINGER NELSON
ELAINE HAYS
FREDA POWELL
HOWARD SMITH

MAYOR
COUNCILMEMBER NO. 1
MAYOR PRO TEM/COUNCILMEMBER NO. 2
COUNCILMEMBER NO. 4

Absent was Councilmember Eddy Sauer. Also in attendance were the following administrative officials:

JARED MILLER
MICHELLE BONNER
BRYAN MCWILLIAMS
STEPHANIE COGGINS
FRANCES HIBBS

CITY MANAGER
DEPUTY CITY MANAGER
CITY ATTORNEY
ASSISTANT TO THE CITY MANAGER
CITY SECRETARY

The invocation was given by Brad Holmes, First Baptist Church.

Mr. Miller introduced promotions: Martin Birkenfeld as the new Chief of Police, Laura Storrs as the new Assistant City Manager, and Kevin Starbuck as the new Deputy City Manager.

Mr. Miller presented the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program. Michelle Bonner thanked the Finance Department for their continued work on the budget. Ms. Storrs stated this is the 28th time the City of Amarillo has received this award.

Mayor Nelson established a quorum, called the meeting to order, welcomed those in attendance and the following items of business were conducted:

PUBLIC ADDRESS

Michael Ford, 7005 Alpine Lane, questioned Item 3D. He questioned what was required and what the \$5,000 to businesses would entail. He stated the newspaper stated the businesses (promotional partners) would be required to show their Facebook posts. He stated it was far above what social media costs. He further stated that part of the City pillars was fiscal responsibility. James Schenck, 6216 Gainsborough Road, stated he was also concerned about Item 3D. He inquired if these monies for promotional purposes were outside the purview of tax. He inquired where the one million dollars was coming from. He further stated there was no form attached, and they needed to be more transparent. There were no further comments.

ITEM 1:

- A. Review agenda items for regular meeting and attachments;
- B. Coronavirus Update;
- C. Public Communications Update;
- D. Quarterly Budget Update;
- E. Sales Tax Update; and
- F. Request future agenda items and reports from City Manager.

CONSENT ACTION ITEMS:

ITEM 2: Mayor Nelson presented the consent agenda and asked if any item should be removed for discussion or separate consideration. Motion was made by Councilmember Powell to approve consent agenda as presented, seconded by Councilmember Smith:

A. **MINUTES:**

Approval of the City Council minutes for the regular meeting held on May 12, 2020 and the work session held on May 19, 2020, respectively.

- B. **CONSIDERATION OF ORDINANCE NO. 7855:**
(Contact: Cris Valverde, Assistant Director of Planning and Development Services)
This item is the second and final reading and public hearing to consider an ordinance rezoning Lot 18, Block 2, Town Square Unit No. 6, in Section 63, Block 9, B.S.&F. Survey, Randall County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Planned Development 373A and Agricultural District to Planned Development 373D for Mixed Use Development. (Vicinity: Town Square Boulevard and Soncy Road.)
- C. **CONSIDER AWARD – PROPERTY POLICE PROFESSIONAL LIABILITY INSURANCE:**
(Contact: Wesley Hall, Risk Management Director)
Neely Craig & Walton LLP -- \$159,190.00
This is an insurance policy that provides liability coverage for police officers and police departments, in conjunction with acts, errors, and omissions while performing their professional duties. The policy has a \$100,000 self-retention/deductible with an aggregate limit of \$6,000,000.00.
- D. **CONSIDER APPROVAL – CHANGE ORDER #5 REHABILITATION OF SOUTHEAST 34 AVENUE FROM GRAND STREET TO EASTERN STREET (CIP PROPOSITION 1):**
(Contract: Matthew Thomas, City Engineer)
Holmes Construction Change Order #5 -- \$31,303.40
- | | |
|------------------------|--------------------|
| Original Contract | \$2,549,949.89 |
| Previous Change Orders | \$179,203.37 |
| This Change Order | <u>\$31,303.40</u> |
| Revised Contract | \$2,760,456.66 |
- This item is to consider approval of changes to the construction contract for rehabilitation of Southeast 34 Avenue from Grand Street to Eastern Street.
- E. **CONSIDER AWARD – BRASS WATER FITTINGS SUPPLY AGREEMENT:**
(Contact: Trent Davis, Purchasing Agent)
KW Sharp -- \$60,792.40
This item approves the award of the brass water fittings supply agreement.
- F. **CONSIDER AWARD – RIVER ROAD WASTE WATER TREATMENT PLANT FILTER MEDIA REPLACEMENT:**
(Contract: Matthew Thomas, City Engineer)
C&C Environmental Services, Inc. -- \$223,750.00
This item is to consider award of a construction contract for the removal and replacement of filter media in the sand filters at the River Road Waste Water Treatment Plant (WWTP).
- G. **CONSIDER APPROVAL – PURCHASE OF CONSULTANT SERVICES FROM IMMIX TECHNOLOGY, INC. TO COMPLETE THE CONFIGURATION AND TRAINING FOR THE RICK HUSBAND AMARILLO INTERNATIONAL AIRPORT'S ASSET MANAGEMENT SOFTWARE SYSTEM:**
(Contact: Michael Conner, Director of Aviation)
Immix Technology, Inc. -- \$113,775.00
This item is for consultant services to provide additional software configuration and training related to GIS and other components of the airport's asset management system software.
- H. **CONSIDER APPROVAL – AVIATION CLEAR ZONE EASEMENTS:**
(Contact: Cris Valverde, Assistant Director of Planning and Development Services)
1) This item considers an Aviation Clear Zone Easement, being 4,900 feet above mean sea level above the plat of Ojeda's Little Acre Addition Unit No. 2, an addition to the City of Amarillo, being a replat of a portion of Lot 1, Block 1, Ojeda's Little Acre Addition Unit No. 1 and a unplatted tract of land, in Section 173, Block 2, A.B.&M. Survey, Randall County, Texas.
2) This item considers an Aviation Clear Zone Easement, being 3,650 feet above mean sea level above the plat of Lakeside Park Unit No. 3, an addition to the City of Amarillo, being a replat of Lots 1 through 6, and a portion of Lot 11, Block 1, Lakeside Park Unit No. 1, in Section 91, Block 2, A.B.&M. Survey, Potter County, Texas.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell and Smith; voting NO were none; the motion carried by a 4:0 vote of the Council.

NON-CONSENT ITEMS:

ITEM 3A: Mayor Nelson presented the first reading of an ordinance to consider an ordinance rezoning of Lot 3A, Block 1, Sunset Addition Unit No. 4, in Section 171, Block 2, A.B.&M. Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 3 to Office District 1. Applicant/S: Richard Crawford (Vicinity: Washington Street and Wolflin Avenue.) This item was presented by Cris Valverde, Assistant Director of Planning and Development Services. Mayor Nelson opened a public hearing. Claudette Smith, 4410 Van Kriston Drive, stated she did not think it was appropriate to approve this item since adjacent property owners opposed the previous zoning changes. There were no further comments. Mayor Nelson closed the public hearing. Motion was made that the following captioned ordinance be passed on first reading by Councilmember Powell, seconded by Councilmember Smith:

ORDINANCE NO. 7856

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF WASHINGTON STREET AND WOLFLIN AVENUE, POTTER COUNTY, TEXAS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell and Smith; voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 3B: Mayor Nelson presented the first reading of an ordinance to consider an ordinance rezoning of a 7.23 acre portion of Tract 112, Revised Map of Pleasant Valley, an addition to the City of Amarillo, in Sections 159 and 166, Block 2, A.B.&M. Survey, Potter County, Texas, plus one-half of all bounding streets, alleys, and public ways to change from Residential District 1 and Light Commercial District to Light Commercial District. (Vicinity: River Road and East Saint Francis Avenue/Loop 335.) This item was presented by Cris Valverde, Assistant Director of Planning and Development Services. Mayor Nelson opened a public hearing. Claudette Smith, 4410 Van Kriston Drive, reiterated her concern that this item should not be voted on without the adjacent property owners being able to appear in person. There were no further comments. Mayor Nelson closed the public hearing. Motion was made that the following captioned ordinance be passed on first reading by Councilmember Powell, seconded by Councilmember Smith:

ORDINANCE NO. 7857

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: PROVIDING FOR SPECIFIED CHANGES IN THE OFFICIAL ZONING MAP OF THE CITY OF AMARILLO, TEXAS; PROVIDING FOR CHANGE OF USE DISTRICT CLASSIFICATION OF SPECIFIED PROPERTY IN THE VICINITY OF RIVER ROAD AND EAST SAINT FRANCIS AVENUE/LOOP 335, POTTER COUNTY, TEXAS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell and Smith; voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 3C: Mayor Nelson presented a resolution allowing for the renewal of the Mayor's Fifth Amended Declaration of Disaster for the City of Amarillo, Texas and continues the local state of disaster pursuant to Section 418.108(b) of the Texas Government Code. This item was presented by Jared Miller, City Manager. Motion was made by Councilmember Powell to approve the resolution below, seconded by Councilmember Smith:

RESOLUTION NO. 05-26-20-1

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMARILLO CONFIRMING AND CONTINUING THE MAYOR'S FIFTH AMENDED DECLARATION OF DISASTER; PROVIDING A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell and Smith; voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 3D: Mayor Nelson presented a resolution amending the operational marketing budget of the Amarillo Economic Development Corporation for businesses to become promotional partners and be eligible to receive \$5,000.000 for their work in promoting Amarillo. This item was presented by Kevin Carter, Amarillo Economic Development Corporation. Motion was made by Councilmember Powell to approve the resolution below, seconded by Councilmember Smith:

RESOLUTION NO. 05-26-20-2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMARILLO,
TEXAS: AMENDING THE OPERATING BUDGET FOR THE FISCAL
YEAR 2019-2020 FOR THE AMARILLO ECONOMIC DEVELOPMENT
CORPORATION.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell and Smith; voting NO were none; the motion carried by a 4:0 vote of the Council.

ITEM 4: Mr. McWilliams advised at 3:44 p.m. that the City Council would convene in Executive Session per Texas Government Code: 1) Section 551.072 – Discuss the purchase, exchange, lease, sale, or value of real property and public discussion of such would not be in the best interests of the City's bargaining position: (a) Discuss lease of property located in the Northeast Quadrant of the Central Business District. Section 551.087 - Deliberation regarding economic development negotiations; discussion of commercial or financial information received from an existing business or business prospect with which the city is negotiating for the location or retention of a facility, or for incentives the city is willing to extend, or financial information submitted by the same: (a) Discussion regarding commercial or financial information received from a business prospect and/or to deliberate the offer of a financial or other incentive to a business prospect: •Project # 20-04-03 (Manufacturing); •Project # 20-05-03 (Information); and •Project # 20-60-01 (Financial).

Mr. McWilliams announced that the Executive Session was adjourned at 4:22 p.m. and recessed.

ATTEST:

Frances Hibbs, City Secretary

Ginger Nelson, Mayor

Amarillo City Council

Agenda Transmittal Memo



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Meeting Date	June 2, 2020	Council Priority	Fiscal Responsibility
Department	Risk Management		
Contact	Wesley Hall		

Agenda Caption

Consider – Award Broker of Record and Insurance Consultant contract to USI Southwest Inc.

Agenda Item Summary

This is broker of record and insurance consultant contract. The broker of record will act as the City's insurance agent and will place all lines of insurance coverage for the City.

Requested Action

Consider for award the Broker of Record and Insurance Consultant contract to USI Southwest Inc. for the amount of \$60,000.00.

Funding Summary

63110.62000. The Risk Management Professional Account will be used to fund this contract.

Community Engagement Summary

N/A

Staff Recommendation

Staff recommends award of this contract.