

**AGENDA**  
**HALTOM CITY COUNCIL MEETING – August 14, 2023**  
**Haltom City Hall, 5024 Broadway Avenue- Council Chambers**  
**Work Session – 6:00 P.M.    Regular Session – 7:00 P.M.**

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**WORK SESSION - 6:00 P.M.**

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**CALL TO ORDER (General Comments)**

**EXECUTIVE SESSION**

**Section 551.071 – Consultation with Attorney** - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters: open meetings, open records, code of ethics and conflicts of interest, and nonconforming mobile home park.

**Section 551.072 – Deliberation about Real Property** - Deliberation regarding the purchase, exchange, lease or value of real property, and property owned or leased by the City.

**Section 551.074 – Personnel** - Deliberation appointments of board/commissions.

**Section 551.087 – Deliberation Regarding Economic Development Negotiations** – Deliberation regarding financial or other incentives to a business prospect.

**WORKSESSION – 6:45 p.m.**

- Review and discuss items on the Regular Agenda of August 14, 2023
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**REGULAR SESSION – 7:00 P.M.**

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**CALL TO ORDER**

**INVOCATION & PLEDGE OF ALLEGIANCE** – Council Member Don Cooper

**VISITORS/CITIZENS FORUM**

*This time is for any person to address the Council on any item that is posted on the agenda, except for items posted as public hearings which allow persons to speak when that agenda item is called. This is also the time for persons to speak to the Council about any matters that are not posted on the agenda. Please submit a completed Speaker’s Request Form to the City Secretary and follow the instructions listed on the form. The Council cannot discuss, debate, or take formal action on any non-agenda issue brought forth, as it is not a posted agenda item in accordance with the open meetings law.*

**ANNOUNCEMENTS/EVENTS** – City Secretary Art Camacho

**REGULAR AGENDA**

1. **Minutes** – Consideration and/or action regarding approval of the July 24, 2023 Regular Meeting and the August 7, 2023 Special Budget Meeting. **(A. Camacho)**
2. **Proposed FY2024 Budget** – Discussion regarding the proposed FY2024 budget, tax rate, and fee schedule. **(S. Johnson)**
3. **CCPD Budget** - Consideration and/or action to approve the FY2024 CCPD budget. **(S. Johnson)**
4. **Engineering Services Agreement** – Consideration and/or action to approve an Agreement for Engineering Services with Half Associates for Street Reconstruction and Sanitary Sewer Rehabilitation Projects. **(A. Permenter)**
5. **Engineering Services Agreement** – Consideration and/or action to approve an Agreement for Engineering Services with Freese and Nichols for the Lead and Copper Rule Revision Compliance Program. **(A. Permenter)**
6. **Resolution Authorizing an Agreement with Genomic Life for Employee Screening Services**– Consideration and/or action to approve an agreement with Genomic Life to provide screening services to employee. **(T. Beckett)**

**CITY STAFF REPORTS**

7. Staff Reports

**FUTURE AGENDA ITEMS**

8. Consideration and/or action to approve items to be placed on future agendas.

**BOARDS/COMMISSIONS/COMMITTEES**

9. **Resignations of Board/Commissions/Committee Members** – Consider approval of the resignations of Board/Commission/Committee Members.

10. **Appointment/Reappointment to Boards/Commissions/Committees** – Consider approval regarding appointments to Boards/Commissions/Committees.

**EXCUSED ABSENCE OF COUNCIL MEMBERS**

11. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter.

**EXECUTIVE SESSION**

See Posting on Page One (1) of Agenda.

**RECONVENE TO REGULAR SESSION**

12. Take any action deemed necessary as a result of the Executive Session.

**ADJOURNMENT**

**CERTIFICATION**

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 11th DAY OF AUGUST 2023, AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

  
\_\_\_\_\_

ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

Name: \_\_\_\_\_ Title: \_\_\_\_\_



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of the meeting. To make arrangements call 817-222-7754.

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023

**Department:** City Secretary

**Subject:** Minutes of July 24, 2023 Regular Meeting and August 7, 2023 Special Meeting

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### **BACKGROUND**

A Regular Meeting was held August 24, 2023 at City Hall and a Special Meeting was held on August 7, 2023.

### **FISCAL IMPACT**

None.

### **RECOMMENDATION**

Staff recommends the City Council approve the Minutes of July 24, 2023 and Minutes of August 7, 2023.

### **ATTACHMENTS**

Minutes of July 24, 2023  
Minutes of August 7, 2023

**MINUTES**  
**HALTOM CITY COUNCIL MEETING**  
**July 24, 2023**

A Regular Meeting by the City Council of the City of Haltom City, Texas, was held on July 24, 2023, at 6:00 p.m. at Haltom City Hall, 5024 Broadway Avenue, with the following members present:

Mayor An Truong	Mayor Pro Tem (MPT) Linda Thompson
Deputy Mayor Pro Tem (DMPT) Kyle Smith	Council Place 2 Kyle Hantz
Council Place 4 Eric Morris	Council Place 5 Susan Soule
Council Place 7 Don Cooper	
Council Place 1 Marian Hilliard was absent.	

Staff Present: Rex Phelps, City Manager (CM); Sidonna Foust, Assistant City Manager (ACM); Wayne Olson, City Attorney (CA); Art Camacho, City Secretary (CS); Erica Gill, Library Director (LD); Cody Phillips, Police Chief (PC); Christi Pruitt, Park and Recreation Director (PRD); Stormy Johnson, Finance Director (FD); Elise Loftis, Assistant Finance Director (AFD); Brian Jacobs, Fire Chief (FC); Toni Beckett, Human Resources and Risk Management Director (HRRMD); Bryce Davis, Emergency Management Director (EMD); Shawn Holt, Police Captain (PC); Josh Howard, Animal Services Officer (ASO), and Greg Van Nieuwenhuize, Public Works Director (PWD).

**WORKSESSION**

**CALL TO ORDER** - Mayor Truong called the Worksession to order at 6:00 p.m. and called for an Executive Session at 6:01 p.m.

**EXECUTIVE SESSION**

**Section 551.071 – Consultation with Attorney** - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters: open meetings, open records, code of ethics and conflicts of interest, boards and commission, and nonconforming mobile home park.

**Section 551.072 – Deliberation about Real Property** - Deliberation regarding the purchase, exchange, lease or value of real property, and property owned or leased by the City.

**Section 551.074 – Personnel** - Deliberation regarding the appointments of board/commissions

**Section 551.087 – Deliberation Regarding Economic Development Negotiations** – Deliberation regarding financial or other incentives to a business prospect.

The Executive Session ended at 6:23 p.m.

**WORKSESSION**

The Worksession began at 6:41 p.m. *\*The following reports were given as time permitted:*

**REPORTS**

1. **\*3<sup>rd</sup> Quarter Statistics** – PC Holt presented the statistics, and a discussion was held concerning the burglary of motor vehicles in apartment complexes and the deaths of two individuals constituting one murder.
2. **\*Monthly Financial Report (MFR)** – Review of MFR as of May 31, 2023 – FD Johnson presented the report, and no questions were asked.
3. **\*Quarterly Investment Report (QIR)** – Review of the QIR ending June 30, 2023 – AFD Loftis presented the report, and no questions were asked.

4. **\*3<sup>rd</sup> Quarter Animal Control Services Report** – ASO Howard presented the report, and a discussion was held regarding an increase of the euthanizing of dogs this quarter as a result of a major raid of a residence with sick animals.

### **REGULAR SESSION**

**CALL TO ORDER** - Mayor Truong called the Council Meeting to order at 6:59 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE** DMPT Smith gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

**VISITORS/CITIZENS FORUM** – Mayor Truong read the Request Form and asked citizen John Whitworth to be cautious in his presentation as it deals with a city employee and CM Phelps also commented that complaints toward city employees are channeled through his office. CA Olson stated that employee complaint fairness is to be considered when using names, but the final action will be taken by the City Manager. Mr. Whitworth complained that City employee David Cummings removed the water meter from his neighbor (Sally Newman) and this was due to a high water usage bill, but that they would have no recourse because the volume was logged on the prior meter. CM Phelps stated he would be meeting with PWD Van Nieuwenhuize to further determine the matter. ACM Foust also commented on the meter figures and will provide additional details for this complaint. Mr. Whitworth also stated he will present a video of the incident. Ms. Newman also came forward and stated her displeasure at the manner in which the city employee displayed. No other citizen came forward.

**ANNOUNCEMENTS/EVENTS** – CS Camacho read the following: the Summer Reading club is continuing and offering gifts for those participating; the Summer Camp is continuing until August 4<sup>th</sup>; the Parks Board will be providing free popsicles; Friends Helping Friends will be hosting “Burgers and Bingo on August 26<sup>th</sup>”; MedStar is offering the MedStar Saver Card with benefits; the Beautification Board will host a Fall Garden Prep class; registration is open for youth soccer, adult basketball leagues, and coed volleyball; Carfest will be held at Haltom High School on Oct. 28<sup>th</sup>; and construction on Glenview Drive will continue through the 26<sup>th</sup>.

**PRESENTATION** - “Keep Texas Beautiful” Award – HC Beautification Board – PRD Pruitt presented the award and reviewed the process and classifications, in which Haltom City earned second place, and Board members presented themselves to receive the award.

### **CONSENT AGENDA**

5. **Minutes** – Consideration and/or action regarding approval of the Minutes of July 6, 2023 Budget Meeting and the July 10, 2023 Regular Meeting.
6. **Resolution Authorizing Participation and Representatives with TexPool/TexPool Prime** – Consideration and/or action upon a resolution of the City Council of the City of Haltom City, Texas approving the authorization to participate and the representatives to make transactions with TexPool/TexPool Prime, a Texas Local Government Investment Pool, for the purpose of investing city funds.
7. **Designation of Designated Officer or Employee (DOE)** – Consideration and/or action to approve the designation of Tarrant County Tax Assessor/Collector Wendy Burgess as Designated Officer or Employee (DOE).  
MPT Thompson moved, seconded by DMPT Smith, to approve the Consent Agenda of agenda items #5 – Minutes of the July 6, 2023 Budget Meeting and the July 10, 2023 Regular Meeting as written; #6 - the Resolution authorizing participation with TexPool/TexPool Prime, designating the Finance Director and both Assistant Finance Directors as the authorized city representatives; and #7 – the designation of Tarrant County Tax Assessor/Collector Wendy

Burgess as the Designated Officer or Employee. ***The vote was unanimous. Motion carried.***

### **REGULAR AGENDA**

8. **Renewal of Medical, Dental and Vision Insurance** – Consideration and/or action to approve the renewing of medical, dental, and vision insurance with Aetna. HRRMD Beckett presented the agenda item which included an increase in the medical portion, but minimal in the other plans. An inquiry was made concerning the lack of a referral in the situation regarding a cardiologist. MPT Thompson moved, seconded by Council Member Soule, to accept the renewal of medical, dental, and vision insurance with Aetna as presented. ***The vote was unanimous. Motion carried.***
9. **Interlocal Agreement Amendment Hazardous Waste Program** – Consideration and/or action regarding the approval of the First Amendment to the Interlocal Agreement with the City of Fort Worth for Participation in the Environmental Collection Center Household Hazardous Waste Program. PWD Nieuwenhuize presented the item which mentioned the use of the Center for citizens since 1998 and the price has escalated in a cost toward the City from \$50 to \$95 per person, which is still the best option. MPT Thompson moved, seconded by Council Member Soule, to approve the Interlocal Agreement regarding Hazardous Waste Program and allowing the City Manager to execute the First Amendment to the Interlocal Agreement with the City of Fort Worth. ***The vote was unanimous. Motion carried.***
10. **Charter Review Committee Selection** – Consideration and/or action to approve selection of individual members and one at-large for the Charter Review Committee (CRC). CS Camacho addressed the passing of the resolution for a Charter Review Committee to now allow for each member to be selected individually and one to be selected at large.
  1. Mayor Truong appointed Deborah Geltmeier – ***Unanimously approved.***
  2. MPT Thompson, in absence and under the direction of Council Hilliard, appointed Suzanne Norris - ***Unanimously approved.***
  3. Council Hantz appointed Aaron Betts - ***Unanimously approved.***
  4. MPT Thompson appointed Britt Ford - ***Unanimously approved.***
  5. Council Morris appointed Virginia Shelton - ***Unanimously approved.***
  6. Council Soule appointed Walter Grow - ***Unanimously approved.***
  7. DMPT Smith appointed Troy Dunn - ***Unanimously approved.***
  8. Council Cooper appointed Penny Clowers - ***Unanimously approved.***Mayor Truong appointed Don LeMaster as the CRC member at large. ***Unanimously approved.***
11. **Resolution No. R-2023-013-01** – Consideration and/or action to approve Resolution No. R-2023-013-01 and suspend the effective date from Oncor. ACM Foust presented the item that included a resolution authorizing the City to join with the Steering Committee of Cities to evaluate the filing, its legalities, and strategy. MPT Thompson moved, seconded by Council Soule, to approve Resolution No. R-2023-013-01 and suspend the effective date from Oncor. ***The vote was unanimous. Motion carried.***
12. **Approval of Emergency AC Repair System at Senior Center** – Consideration and/or action to approve the emergency cooling plan for repairing/replacing portions of the HVAC system in the Senior Center. CM Phelps presented the item and requested implementing the emergency cooling plan by *817Air*. MPT Thompson moved, seconded by Council Soule, to approve the emergency AC repair system at Senior Center with 817 Air as the document has stated, with the City Manager executing any documents therefore. ***The vote was unanimous. Motion carried.***

13. **Tyler Technology Contract Amendment** – Consideration and/or action to approve the Tyler Technologies contracts, ending the Munis module, and implementing the ERP Pro module. ACM Foust presented the item and explained the need to change to the new system which was more adapted for Utility Billing. Council Soule moved, seconded by MPT Thompson, to approve the Tyler Technologies contracts, ending the Munis module, and implementing the ERP Pro module. ***The vote was unanimous. Motion carried.***

**CITY STAFF REPORTS**

14. Staff Reports – There were no Staff Reports.

**FUTURE AGENDA ITEMS**

15. Consideration and/or action to approve items to be placed on future agendas. No items were presented.

**BOARDS/COMMISSIONS/COMMITTEES**

16. **Resignations of Board/Commissions/Committee Members** – Consider approval of the resignations of Board/Commission/Committee Members. There were no resignations.

17. **Appointment/Reappointment to Boards/Commissions/Committees** – Consider approval regarding appointments to Boards/Commissions/Committees.

1. Mayor Truong replaced Jose Morales with Josh Howard as the Daily Operations on the Animal Advisory Committee. ***The appointment was approved unanimously.*** Council Cooper moved to reappoint Denise Ford to the Beautification Board. ***The reappointment was approved unanimously.*** Mayor Truong moved to reappointment Bob Watkins to the Animal Advisory Committee. ***The appointment was approved unanimously.***

**EXCUSED ABSENCE OF COUNCIL MEMBERS**

18. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter. Mayor Truong moved to excuse the absence of Council Hilliard. ***The absence was approved unanimously.***

**EXECUTIVE SESSION** – There was no Executive Session.

**ADJOURNMENT**

Mayor Truong adjourned the meeting at 7:45 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

\_\_\_\_\_  
Art Camacho, City Secretary

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An M. Truong, Mayor

**MINUTES  
HALTOM CITY COUNCIL  
SPECIAL BUDGET MEETING  
August 7, 2023**

A Special Budget Meeting by the City Council of the City of Haltom City, Texas, was held on August 7, 2023, at 6:00 p.m. at Haltom City Hall, 5024 Broadway Avenue, with the following members present:

Mayor An Truong	Mayor Pro Tem (MPT) Linda Thompson
Dep. Mayor PT (DMPT) Kyle Smith	Council Place 1 Marian Hilliard
Council Place 2 Kyle Hantz	Council Place 4 Eric Morris
Council Place 5 Susan Soule	Council Place 7 Don Cooper

Staff Present: Rex Phelps, City Manager (CM); Sidonna Foust, Assistant City Manager (ACM); Wayne Olson, City Attorney (CA); Art Camacho, City Secretary (CS); Erica Gill, Library Director (LD); Cody Phillips, Police Chief (PC); Christi Pruitt, Park and Recreation Director (PRD); Stormy Johnson, Finance Director (FD); Elise Loftis, Assistant Finance Director (AFD); Brian Jacobs, Fire Chief (FC); Toni Beckett, Human Resources and Risk Management Director (HRRMD); Dave Klopfenstein, IT Director; Glenna Batchelor, Planning and Community Development Director (PCDD); Bryce Davis, Emergency Management Director (EMD); and Greg Van Nieuwenhuize, Public Works Director (PWD).

**WORKSESSION**

**CALL TO ORDER** - Mayor Truong called the Special Meeting to order at 6:03 p.m.

1. **CCPD Budget** - Consideration and/or action to approve a Public Hearing date for the FY2024 CCPD budget. ACM Foust addressed the Council and stated the Crime Control and Prevention District (CCPD) held their Public Hearing on July 20, 2023 and the date for the Council to approve the CCPD budget will be at the next Council meeting on August 14, 2023 at City Hall. No action was taken.
2. **Preliminary Property Tax Rate** – Consideration and/or action for setting the preliminary tax rate for the FY2024 budget and schedule a public hearing date. CM Phelps gave an introduction to the agenda item and ACM Foust presented a PowerPoint presentation that included the property valuation given by the Tarrant Appraisal District, the seventh year of a declining property tax rate, and the property tax per household comparison to neighboring cities. In addition, the defined rate and parts of the rate (I&S and M&O), the proposed options, the breakdown of the property tax and projected amounts, and the continued gap between the tax rate and home property values were presented. Council Soule moved, seconded by DMPT Smith, to set the preliminary tax rate at \$0.567283 and schedule a public hearing on August 21, 2023. ***The vote was unanimous. Motion carried.***
3. **Proposed FY2024 Budget** – Consideration and/or action regarding the proposed FY2024 budget and set public hearing date. FD Johnson presented a PowerPoint presentation of the FY 2024 budget that included a compilation of projected revenues, sales tax increases of 224% over the last 10 years, proposed General Fund expenditures, Debt Service reductions, projected Capitol Project expenditures, Water and Sewer fund balances, and Drainage Fund balance. Council Soule moved, seconded by DMPT Smith, to approve the proposed FY 2024 Budget and set the Public Hearing Date to August 21, 2023. ***The vote was unanimous. Motion carried.***
4. **Citizens Forum** – This time is allowed for citizens to ask questions or provide input concerning the FY Proposed Budget and Preliminary Tax Rate, but not for deliberation. No citizen came forward.



**ADJOURNMENT**

Mayor Truong adjourned the meeting at 6:42 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

\_\_\_\_\_  
Art Camacho, City Secretary

\_\_\_\_\_  
An M. Truong, Mayor

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023

**Department:** Finance / Budget

**Subject:** Discussion of Proposed FY2023-2024 Budget, Tax Rate & Fee Schedule

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## BACKGROUND

The preliminary budget was filed with the City Secretary on July 10, 2023, and the proposed budget was filed and discussed on August 7, 2023 along with the property tax rate. The Fee Schedule is the City's proposed fees for all departments. The proposed tax rate of \$0.567283 per \$100 net taxable value was recommended to support the proposed budget.

The goal of the proposed property rate is to maintain quality services to the residents and business property owners of Haltom City while at the same time preserving a certain level of financial stability with regard to the reserve funds of the General Fund. Approval of this rate will continue to fund adequate levels of Police and Fire Services, Street Maintenance Services, and Recreational Services to the general public.

The Certified Total Taxable Values for the 2024 tax year is \$3,955,907,186. Using the voter-approval rate (rollback rate) of 0.567283 per \$100 net taxable value to calculate the budgeted revenues, the General Fund was adjusted to \$13,278,521 (M&O) and the Debt Service Fund was adjusted to \$6,981,462 generating \$20,259,983 of property tax revenue, assuming a 97.5% collection. This is 0.040879 per \$100 less than last year's tax rate of \$0.608162.

The tax rate of 0.567283 per \$100 net taxable value was set as the maximum rate on 8/7/2023 by City Council. City council also approved the Public Hearing for both the Budget and Tax Rates for 8/21/2023 and 8/28/2023. The budget is in compliance with the City Charter and applicable State statutes.

## FISCAL IMPACT

The proposed FY2023-24 budget expenses total \$145,704,172. The budget includes a proposed property tax rate of \$0.567283 per \$100 of assessed value generating \$20,259,983 of property tax revenue to support the proposed budget which is 0.048172 per \$100 net taxable value less than last year's tax rate. The Fee schedule updates fee(s) necessary to recover cost associated.

## RECOMMENDATION

This agenda item is for discussion only – no action is required.

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023

**Department:** Finance - Budget

**Subject:** Proposed FY2023-24 Budget for the Crime Control & Prevention District

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## BACKGROUND

In accordance with Chapter 363 of the Texas Local Government Code, the Crime Control and Prevention District (CCPD) budget was reviewed and approved at the July 20, 2023 meeting of the CCPD board. A public hearing was held prior to this action.

The Council must approve the CCPD budget no later than 30 days prior to the beginning of the fiscal year. Should the Council reject this budget, a joint meeting of the CCPD Board and the City Council must be conducted to agree on a revised budget.

The action of approving the proposed CCPD budget is ***not*** to be confused with the appropriation of funds that occurs at future meetings. Along with all the other budgeted funds of the City, the CCPD budget will be presented again at the August 14th council meeting for approval by ordinance.

## FISCAL IMPACT

The proposed FY2023-24 CCPD budget that has been presented to the City Council in the Preliminary Budget Workshop document. It contains estimated revenue projections at FYE 2023 of \$2,466,183 and expenditures of \$2,064,837 and an ending fund balance of \$3,037,264. The proposed FY2023-24 budget contains revenues of \$3,133,277 and expenditures of \$2,222,089 and an ending fund balance of \$3,948,453.

## RECOMMENDATION

Staff recommends the City Council to approve the FY2023-24 CCPD budget.

## ATTACHMENT

Proposed CCPD FY2023-2024 Budget

## CITY COUNCIL MEMORANDUM / RESOLUTION

**City Council Meeting:** August 14, 2023

**Department:** Public Works

**Subject:** Award an Agreement for Engineering Services to Halff Associates for Street Reconstruction (Parker, Field, Voncille & Hadley) and Sanitary Sewer Rehabilitation (Broadway & Parker) Projects

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### BACKGROUND

The FY2023 Budget allows for the design and construction of several streets and sanitary sewer projects throughout the City of Haltom City. Street reconstruction projects almost always include the replacement of the underlying water mains, sanitary sewer mains and drainage facilities. Sanitary sewer rehabilitation projects generally consist of the replacement of the existing sewer pipe with larger diameter sanitary sewer pipe, the reconnection of adjoining service laterals and the replacement of the pavement section above the newly replaced sanitary sewer pipe. The general scope of services for these projects includes the preparation of plans, specifications, and estimates (PS&E).

The City of Haltom City solicited firms for Statements of Qualifications (SOQ's) in response to RFQ 2021-311-001 "Residential and Industrial Street Reconstruction Projects". The City received 20 SOQ's as a response to the RFQ. Since receiving the SOQ's, the City's project needs have evolved slightly based on master planning efforts and capital improvement planning.

The SOQ's of the 20 firms were evaluated by an employee selection committee composed of the Street Division Supervisor, the City Engineer and the Director of Public Works. The evaluation of each firm's SOQ was based on each firm's response to their understanding of project scope, experience, firm qualifications, quality of previous work, and past performance. The RFQ also indicated that more than one firm could be awarded professional services agreements as the City progresses with multiple capital improvement projects.

Halff Associates has been selected for the design of four residential streets which will include upgrades to water, sanitary sewer, and storm drainage infrastructure and two sanitary sewer rehabilitation projects identified in the City's Sanitary Sewer Master Plan. The streets and sanitary sewer improvement segments are listed below:

<b>Street or SS Name</b>	<b>Limits</b>	<b>Type of Project</b>
Parker Road East	Webster Street to Vicki Street	Street reconstruction with Water, Sanitary Sewer and Storm Drainage Facilities replaced
Parker Road West	Parker Road West to Vicki Street	
Field Street	Stanley-Keller Road to Haltom Road	
Voncille Street	Glenda Street to Earle Drive	
Hadley Street	Denton Hwy to Eastern Dead End	
Parker Road	Broadway Avenue to Webster Street	Sanitary Sewer upsizing with limited pavement repair
Broadway Avenue	Haltom Road to Parker Road	

The estimated construction cost for these projects is \$6,100,000. Staff has negotiated a professional services agreement in the amount of \$700,720 which is about 11.5% of the estimated construction costs. Depending on the size and complexity of the project, engineering costs are typically in the range of 10% to 15% of the construction costs.

Because staff is concerned with rapidly rising construction costs, the agreement has a “suspension clause”. This clause will allow the agreement to be suspended until such time that the City desires to re-engage Halff Associates. Staff desired this clause primarily so that in the event that inflation escalates construction costs beyond what the City desires to budget, the City can suspend work on one (or more) street or sanitary sewer projects and then bid these suspended projects at a later date.

The City Attorney has reviewed the Agreement for Engineering Services.

**FISCAL IMPACT**

The FY2023 Budget identifies \$6,815,000 for design and construction of the Project inclusive of the streets and the sanitary sewer projects listed above.

**RECOMMENDATION**

Staff recommends that the City Council:

1. approve the Agreement for Engineering Services with Halff Associates in the amount of \$700,720 for the Parker Road, Field Street, Voncille Street & Hadley Street Street Reconstruction Projects and the Broadway Avenue & Parker Road Sanitary Sewer Rehabilitation Projects; and
2. authorize the City Manager to execute the engineering services agreement.

In addition, Staff recommends the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:**

That the above stated staff recommendations are hereby approved and authorized.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Haltom City, Texas this 14th day of August 2023, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

**APPROVED**

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Dr. An M. Truong, Mayor

**ATTEST:**

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Art Camacho, City Secretary

# CITY COUNCIL MEMORANDUM / RESOLUTION

**City Council Meeting:** August 14, 2023

**Department:** Public Works

**Subject:** Award an Agreement for Engineering Services to Freese and Nichols, Inc. for the Lead and Copper Rule Revision Compliance Program – Phase 1 and 2 Project

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## BACKGROUND

The Environmental Protection Agency (EPA) announced final revisions to the National Primary Drinking Water Regulations for lead and copper under the authority of the Safe Drinking Water Act on December 16, 2021. The Lead and Copper Rule Revisions (LCRR) amend the EPA's current Lead and Copper Rule. All community public water systems are required to comply with the LCRR starting October 16, 2024. The EPA has also announced an additional update to lead and copper rules called Lead and Copper Rule Improvements, to strengthen key elements of the LCRR. According to the EPA this additional rulemaking is expected prior to October 16, 2024.

The FY2023 Budget (and proposed FY2024 Budget) allocates funding for consultant services for assistance with complying with the EPA's LCRR/LCRI changes. The general scope of the program includes professional engineering services for the development, management, and implementation of a LCRR Compliance Program in accordance with the EPA's revised regulations. The primary components of the program will include, but are not be limited to, the following:

- Development of a Service Line Material (SLM) Inventory
- Development of a Lead Service Line (LSL) Replacement Plan
- Strengthening Drinking Water Treatment Requirements (Corrosion Control)
- Preparation of a Sampling Plan for Compliance including Sampling at Schools and Childcare Facilities
- Assistance with Public Education and Outreach
- Review funding programs and identify funding strategy
- Other services as required to implement the Lead and Copper Rule Revisions

The City of Haltom City solicited firms for Statements of Qualifications (SOQ's) in response to RFQ 2022-311-001 "Lead & Copper Rule Revisions Compliance Program

Assistance". The City received SOQ's from 5 engineering firms as a response to this RFQ.

The SOQ's of the 5 firms were evaluated by the City Engineer and the Director of Public Works. The evaluation of each firm's SOQ was based on each firm's response to their understanding of project scope, experience, firm qualifications, quality of previous work, and past performance.

Freese and Nichols was ranked the highest of the 5 firms and staff has negotiated an agreement for engineering services for the Lead and Copper Rule Revision Compliance Program – Phase 1 and 2.

Freese and Nichols (FN) is equipped to assist the City of Haltom City through a phased approach to accomplish compliance with the LCRR program requirements listed above, focusing on establishing an initial water service line material inventory and providing a gap analysis. FN will also recommend a plan to complete the remaining requirements to achieve EPA/TCEQ compliance.

Until a full inventory of every water service line in the City has been logged, the eventual full program development and implementation costs are unknown. During the gap analysis, FN will develop a compliance schedule and planning level budget for consideration in the City's budgeting process for FY2025. Depending on several factors, the eventual required field work for the water service line material inventory could potentially cost over a million dollars.

The City Attorney has reviewed the Agreement for Engineering Services.

## **FISCAL IMPACT**

The FY2023 Budget identifies appropriate funding for these consultant services.

## **RECOMMENDATION**

Staff recommends that the City Council:

1. Approve the Agreement for Engineering Services with Freese and Nichols in the amount of \$91,450.00 for the Lead and Copper Rule Revision Compliance Program – Phase 1 and 2.; and
2. Authorize the City Manager to execute the engineering services agreement.

In addition, Staff recommends the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.



**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:**

That the above stated staff recommendations are hereby approved and authorized.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Haltom City, Texas this 14th day of August 2023, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

**APPROVED**

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Dr. An M. Truong, Mayor

**ATTEST:**

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Art Camacho, City Secretary

# CITY COUNCIL MEMORANDUM/RESOLUTION

**City Council Meeting:** August 14, 2023

**Department:** Human Resources & Risk Management

**Subject:** Resolution Authorizing an Agreement with Genomic Life for Employee Screening Services

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## Background

As health care costs increase every year, staff looks for ways to improve employee health and mitigate the financial impact of claims to the City's insurance plan. Genomic Life offers screening solutions for actionable genetic conditions allowing employees to be proactive in managing their health. Participants will receive focused information from their screening allowing them to make decisions today that will impact their future health. The screening only includes actionable diseases where an associated care plan can be created. Examples include various heart diseases, neuromuscular conditions, multiple specific types of cancer and more. Additional services include screening for drug efficacy to provide participants a personalized response and dosing guidelines for 480 of the most prescribed drugs. This benefit alone will help physicians prescribe the most effective medication for the employee.

Participation includes meeting with counselors who can interpret results, educate employees and their physicians on the screening results, and create a clinical action plan. Participants whose results include cancer will also benefit from a dedicated nurse advocate, physician review, digital pathology review as well as clinical trial matching.

The City proposes to pay 100% of the employee cost (\$11/month) but employees have the opportunity to purchase coverage for their spouse (\$11/month). With parent participation, dependent children are automatically covered up to age 26. Staff anticipates those employees who choose to participate will be ones with family history of medical conditions and others who are hypervigilant about their health. For this reason, participation is unknown but expected to be less than 100%.

Although initial screenings can be done by many providers, Genomic Life's comprehensive counseling, cancer navigation and drug efficacy solution make them a sole source vendor.

## Fiscal Impact

Funds are available in the Human Resources budget.

**Recommendation**

Staff recommends the City Council authorize the City Manager to enter an agreement with Genomic Life to provide screening services to employees.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:**

That the above stated staff recommendation is hereby approved and authorized.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Haltom City, Texas this 14<sup>th</sup> day of August, 2023, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

**APPROVED**

\_\_\_\_\_  
An Truong, Mayor

**ATTEST:**

\_\_\_\_\_  
Art Camacho, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Wayne Olson, City Attorney

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023  
**Department:** City Secretary  
**Subject:** Future Agenda Items

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### **BACKGROUND**

#### **Resolution No. R-2017-031-01:**

Members of the council may submit items for inclusion on a future agenda by orally making the request under the “Future Agenda Items” topic during a council meeting. With the support of a majority of the members of the council, the requested item will be placed on a future meeting agenda under “Work Session” in accordance with the direction of the council.

After 12:00 p.m. Thursday preceding the council meeting, an item must be qualified as an “emergency,” as defined by the Open Meetings Act, to be added to the agenda.

### **FISCAL IMPACT**

None.

### **RECOMMENDATION**

None.

### **ATTACHMENTS**

None.

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023  
**Department:** City Secretary  
**Subject:** Board/Commission/Committee  
Resignation of Members

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### **BACKGROUND**

The City Council will consider action regarding the resignations from Boards, Commissions, and Committees.

No resignations have been presented at the time of the printing of the agenda packet.

### **FISCAL IMPACT**

None.

### **RECOMMENDATION**

None.

### **ATTACHMENTS**

None.

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 14, 2023  
**Department:** City Secretary  
**Subject:** Boards/Commissions/Committees  
Appointments/Reappointments

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## **BACKGROUND**

The City Council will consider action to appoint/reappoint board, commission, and committee members. Councilmembers and Mayor are to appoint or reappoint members for their corresponding places on boards, commissions, and committees. Appointments must have notification of Recommendation prior to voting at the Council meeting.

***The following appointments/reappointments are due for Councilmembers:***

**Place 7** – Fire Services Board (Francesca Gum – reappoint), Library Board (Donna Peterson – reappoint), P&Z (Aaron Betts – reappoint), ZBA (Ollie Anderson – reappoint)

**Animal Advisory Committee:** Veterinarian (Williams Anderson – reappoint)

***The following appointments/reappointments are due for Mayor:***

**Charter Review Committee** – Council contact (VACANT – appoint)

## **FISCAL IMPACT**

None.

## **RECOMMENDATION**

The following appointments have posted on the agenda to be discussed by the Council:

## **ATTACHMENTS**

Appointment Applications Received: Jeff Barlett, 2023; Natalie Miller, 2023; Jonathan Warren Sr., 2022; Deborah (Debi) Geltmeier, 2022; Ana Maria Aguilar DeYoung, 2022.

Reappointment Applications Received: