



CITY OF GRAPEVINE, TEXAS  
REGULAR CITY COUNCIL MEETING AGENDA  
TUESDAY, MAY 5, 2020

GRAPEVINE CITY HALL, COUNCIL CHAMBERS  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council will conduct the meeting scheduled at 7:30 pm on May 5, 2020 in the Council Chambers at 200 South Main Street, by telephone 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). The Mayor and Members of City Council may attend this meeting in person.

**There will be no public access to the location described above. The meeting will be livestreamed on the City’s website at [www.grapevinetexas.gov](http://www.grapevinetexas.gov).**

This supplemental written notice, the meeting agenda, and the agenda packet are posted online at [www.grapevinetexas.gov](http://www.grapevinetexas.gov).

The public toll-free dial-in number to participate in the telephonic meeting is 1-210-469-4097. The audio conference PIN is 898 745 746#.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Starting at 5:00 pm on Monday, May 4, citizens can submit a Citizen Appearance request form from the City’s website at <https://www.grapevinetexas.gov/89/Agendas-Minutes>. During the meeting, the names of those that have submitted a form will be called on to speak in the order the forms were received. The deadline to submit requests will be 5:00 pm on Tuesday, May 5.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

**CALL TO ORDER: 7:30 p.m.** - City Council Chambers

1. Invocation and Pledge of Allegiance: Mayor Pro Tem Darlene Freed

**CITIZEN COMMENTS**

2. Any person who is not scheduled on the agenda may address the City Council under Citizen Comments or on any other agenda item by completing an online Citizen Appearance Request form with the City Secretary. A member of the public may address the City Council regarding an item on the agenda either before or

during the Council's consideration of the item, upon being recognized by the Mayor or upon the consent of the City Council. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action during Citizen Comments.

### PRESENTATIONS

3. Emergency Management Coordinator to present update on the COVID-19 pandemic.

### NEW BUSINESS

4. Consider the sale of property located at 212 East Texas Street, authorize the City Manager to execute all associated documents, and take any other necessary action.

### CONSENT AGENDA

Consent items are deemed to need little Council deliberation and will be acted upon as one business item. Any member of the City Council or member of the audience may request that an item be withdrawn from the consent agenda and placed before the City Council for full discussion. Approval of the consent agenda authorizes the City Manager, or his designee, to implement each item in accordance with Staff recommendations.

5. Consider the renewal of an annual contract for workforce management cloud hosting with Kronos, Inc. Fire Chief recommends approval.
6. Consider the purchase of mobile computer equipment replacement from Brite Computers. Fire Chief recommends approval.
7. Consider **Resolution No. 2020-008** designating the City of Grapevine as a Bee City, USA affiliate. Parks and Recreation Director recommends approval.
8. Consider the sole source purchase and installation of security cameras for The REC parking lot and indoor locations from Schneider Electric. Parks and Recreation Director recommends approval.
9. Consider the purchase and installation of up-fit equipment for police vehicles from Dana Safety Supply. Police Chief and Public Works Director recommend approval.
10. Consider a Joint Administrative Agreement between with Tarrant County for administration of the Community Development Block Grant (CDBG) program for the three-year program period of FY 2021 – FY 2023 and **Resolution No. 2020-009** allowing participation in Tarrant County's Community Development Block Grant program, HOME Investment Partnership and Emergency Solutions Grant

Consortium for the three-year program period from FY 2021-FY 2023. Public Works Director recommends approval.

11. Consider **Ordinance No. 2020-019** authorizing payment for reimbursement for storm drain oversizing within Grapevine Hill Addition to BYD Grapevine Hill LLC. Public Works Director recommends approval.
12. Consider **Ordinance No. 2020-020** abandoning a portion of a utility easement on Lot 3-R, Block A, Placid Peninsula, Second Addition located at 3551 Mercury Drive. Public Works Director recommends approval.
13. Consider the renewal of an annual contract for elevator maintenance services with ThyssenKrupp Elevator Corporation. Public Works Director recommends approval.
14. Consider the award of an informal request for quote for the purchase of asphalt sand sealer services from Price Asphalt. Public Works Director recommends approval.
15. Consider the award of annual contracts for RFB 494-2020 for concrete services with Manning Concrete Sawing, NG Concrete, LP and CI Pavement. Public Works Director recommends approval.
16. Consider the purchase of commander control cabinets with software from Trafficware. Public Works Director recommends approval.
17. Consider approving and ratifying the emergency purchase of traffic signal cabinets from Mobotrex. Public Works Director recommends approval.
18. Consider the purchase of a vehicle detection system from Iteris. Public Works Director recommends approval.
19. Consider the award of an informal request for quote for the purchase of traffic signal poles from Redwine Wallace & Associates. Public Works Director recommends approval.
20. Consider approving and ratifying the emergency purchase of traffic control equipment from Consolidated Traffic Controls. Public Works Director recommends approval.
21. Consider the minutes of the April 21, 2020 Regular City Council meeting. City Secretary recommends approval.

Pursuant to the Texas Open Meetings Act, Texas Government Code, Chapter 551.001 et seq, one or more of the above items may be considered in Executive Session closed

to the public. Any decision held on such matter will be taken or conducted in open session following conclusion of the executive session.

ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on May 1, 2020 by 5:00 p.m.

*Tara Brooks*

Tara Brooks, TRMC, CRM  
City Secretary



If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary's Office at 817.410.3182 at least 24 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.

This meeting can be adjourned and reconvened, if necessary, the following regular business day.

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** CONSIDER THE SALE OF PROPERTY AT 212 EAST TEXAS STREET

**RECOMMENDATION:** Consider the sale of property located at 212 East Texas Street, authorize the City Manager to execute all associated documents, and take any other necessary action.

**FUNDING SOURCE:**

**BACKGROUND:** In late 2017 the City purchased the property at 212 East Texas Street in order to maintain access to the City parking lot in the rear of the house. After the sale was complete the property was replatted to retain the access to public parking and a Historic Landmark was placed on the property in order to secure the historic nature of the home.

At the time, the decision was made to sell the remainder of the property through a sealed bid process. As is required by State law, an ad was placed in the Fort Worth Star-Telegram on April 3 and April 10. In addition, a "For Sale" sign was placed in front of the house with contact information to request a bid packet and showing.

The property is currently zoned commercial with a condition in the sale contract that the sale cannot close until the property is rezoned to residential. Should a bid be accepted tonight, the request for rezoning of this property will be considered at the May 19 joint meeting with the Planning and Zoning Commission.

The bid documents stated that bids would remain open until a satisfactory bid is obtained. We will present the recommendation for sale based on the bids received by Tuesday evening, May 5.

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE RENEWAL OF AN ANNUAL CONTRACT FOR WORKFORCE MANAGEMENT CLOUD HOSTING

**RECOMMENDATION:** City Council to consider the renewal of an annual contract for workforce management cloud hosting with Kronos, Inc. for the Fire Department.

**FUNDING SOURCE:** Funds are available in the IT License & Maintenance Fees budget (100-44500-210-001) in an amount not to exceed \$17,005.

**BACKGROUND:** The purpose of this contract is for annual cloud hosting of the Fire Department's automated payroll software. This software is web-based and manages the Fire Department's daily roster which includes real-time station/apparatus staffing, as well as the tracking of employee vacation, comp time, holiday and sick time usage.

Purchases will be made in accordance with an existing Cooperative Purchasing Agreement with Omnia Partners Public Sector, U.S. Communities, as allowed by Texas Local Government Code, Section 271 and Texas Government Code, Chapter 791. The contract was for an initial one-year period with five optional, one-year renewals available. If approved, this will be for the first renewal available.

Bids were taken by the Cooperative and a contract was awarded to Kronos, Inc. The Fire Department and Purchasing staff reviewed the contract for specification compliance and determined that the contract would provide the best service and pricing for meeting the needs of the City. Staff recommends approval.

JS/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE PURCHASE OF MOBILE COMPUTER EQUIPMENT REPLACEMENTS

**RECOMMENDATION:** City Council to consider the approval for the purchase of replacement mobile computer equipment from Brite Computers for the Fire Department.

**FUNDING SOURCE:** Funds are available in the Operating Supplies budget for the Fire Department (177-42200-210-003-170001-1) for a total amount not to exceed \$64,199.

**BACKGROUND:** This purchase request is to approve the purchase of 25 rugged Getac tablets and associated hardware/software. The tablets will be used in the field by Fire Department personnel and will replace existing mobile workstations that are older technology and are at the end of their useful life expectancy. This will ensure that officers and firefighters are using state of the art equipment, which increases personnel safety and efficiency.

This purchase will be made in accordance with an existing interlocal agreement with The Texas Department of Information Resources (DIR) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the Cooperative and a contract was awarded to Brite Computers. The Fire and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would provide the best product and pricing for meeting the needs of the City.

Staff recommends approval.

JS/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** DESIGNATING CITY OF GRAPEVINE A BEE CITY, USA AFFILIATE

**RECOMMENDATION:** City Council to consider adopting a resolution designating the City of Grapevine as a Bee City, USA affiliate, and take any necessary action.

**FUNDING SOURCE:** Approval of the designation will require a \$400 annual application fee which will be paid for out of the Parks and Recreation budget.

**BACKGROUND:** The City of Grapevine has always championed the importance of pollinators to our natural environment. Examples of current community efforts include hosting the annual Butterfly Flutterby for the past 22 years, partnering with US Fish and Wildlife to restore grasslands and pollinator habitats, and managing 1,090 acres that have been designated as environmentally sensitive for the purpose of protecting native species of both flora and fauna habitats. Becoming an affiliate of Bee City, USA would further demonstrate the City's commitment to being good stewards of our natural environment.

Keep Grapevine Beautiful Board unanimously approved to fulfill the role as facilitator for the Bee City, USA program should the City Council choose to become a Bee City USA member.

Staff recommends approval.

RESOLUTION NO. 2020-008A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
GRAPEVINE, TEXAS DESIGNATING GRAPEVINE, TEXAS  
A BEE CITY USA® AFFILIATE AND PROVIDING AN  
EFFECTIVE DATE

WHEREAS, the mission of BEE CITY USA® is to galvanize communities to sustain pollinators, responsible for the reproduction of almost 90% of the world's flowering plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, thanks to the more than 3,600 species of native bees in the United States, along with introduced honey bees, we have very diverse dietary choices rich in fruits, nuts, and vegetables; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, poor nutrition, pesticides (including insecticides, fungicides, and herbicides), parasites, diseases, and climate change; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator-friendly plant materials from local growers; and

WHEREAS, ideal pollinator-friendly habitat (A) is comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season to provide diverse and abundant nectar and pollen, since many wild pollinators prefer or depend on the native plants with which they co-adapted; (B) is free to nearly free of pesticides, as many pesticides can harm pollinators and/or their habitat; (C) comprises undisturbed spaces (leaf and brush piles, unmown fields or field margins, fallen trees and other dead wood) for nesting and overwintering; and (D) provides connectivity between habitat areas to support pollinator movement and resilience; and

WHEREAS, Integrated Pest Management (IPM) is a long-term approach to maintaining healthy landscapes and facilities that minimizes risks to people and the environment by: identifying and removing the causes of pest problems rather than only attacking the symptoms (the pests); employing pests' natural enemies along with cultural, mechanical, and physical controls when prevention is not enough; and using pesticides only when no other method is feasible or effective; and

WHEREAS, supporting pollinators fosters broad-based community engagement in environmental awareness and sustainability; and

WHEREAS, Grapevine, Texas should be certified a BEE CITY USA community because the City of Grapevine is committed to being good stewards of the natural

resources within the city limits. There are 1,090 +/- acres in Grapevine designated as Environmentally Sensitive Areas for the purpose to protect native species of flora and fauna habitats by minimizing improvements. The City continues to expand its efforts and partnerships to restore and enhance habitats especially for the purpose of supporting pollinators. The City also develops educational programming for all ages utilizing day camps, festivals, park fieldtrips, tours, workshops and lectures to promote the importance of pollinators and the natural environment; and

WHEREAS, the City Council deems the adoption of this resolution to be in the best interest of the health, safety, and welfare of the public.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. In order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, Grapevine, Texas agrees to meet the following commitments required of all BEE City USA affiliates:

Section 3. The City of Grapevine Parks and Recreation Department is hereby designated as the BEE CITY USA sponsor.

Section 3. The Capital Improvement Projects Manager of Grapevine Parks & Recreation Department is designated as the BEE CITY USA Liaison.

Section 4. Facilitation of the City of Grapevine's BEE CITY USA program is assigned to Keep Grapevine Beautiful Board.

Section 5. The Keep Grapevine Beautiful Board is authorized to and shall:

- A. Celebration: Host at least one educational event or pollinator habitat planting or restoration each year to showcase the City's commitment to raising awareness of pollinator conservation and expanding pollinator health and habitat.
- B. Publicity and Information: Install and maintain at least one authorized BEE CITY USA street sign in a prominent location, and create and maintain a webpage on the City of Grapevine Parks and Recreation Department's website which includes, at minimum a copy of this resolution and links to the national BEE CITY USA website; contact information for the City's BEE CITY USA Liaison and Committee; reports of the pollinator-friendly activities the community has accomplished the previous year(s); and your recommended native plant species list and integrated pest management plan (explained in Section 4.D).

- C. Habitat: Develop and implement a program to create or expand pollinator-friendly habitat on public and private land, which includes, but is not limited to, identifying and inventorying City of Grapevine's real property that can be enhanced with pollinator-friendly plantings; creating a recommended locally native plant list to include wildflowers, grasses, vines, shrubs, and trees and a list of local suppliers for those species; and, tracking (by square footage and/or acreage) annual area of pollinator habitat created or enhanced.
- D. Pollinator-Friendly Pest Management: Create and adopt an integrated pest management (IPM) plan designed to prevent pest problems, reduce pesticide use, and expand the use of non-chemical pest management methods.
- E. Policy and Plans: Establish, through the City of Grapevine, a policy in the Grapevine Parks and Recreation Master Plan of the Grapevine's Comprehensive Plan to acknowledge and commit to the BEE CITY USA designation and review the Grapevine Parks and Recreation Master Plan and other relevant documents to consider improvements to pest management policies and practices as they relate to pollinator conservation, identify appropriate locations for pollinator-friendly plantings, and consider other appropriate measures.
- F. Renewal: After completing the first calendar year as a BEE CITY USA affiliate, each February, apply for renewal of City of Grapevine's BEE CITY USA designation following the format provided by BEE CITY USA, including a report of the previous year's BEE CITY USA activities, and paying the renewal fee based on City of Grapevine's population.

Section 6. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 7. That the City Council of the City of Grapevine accepts the designation of and commits to the standards of BEE CITY USA.

Section 8. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 5th day of May, 2020.

APPROVED:

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William D. Tate  
Mayor

ATTEST:

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Tara Brooks  
City Secretary

APPROVED AS TO FORM:

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City Attorney

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE SOLE SOURCE PURCHASE AND INSTALLATION OF SECURITY CAMERAS FOR THE REC PARKING LOT AND INDOOR LOCATIONS

**RECOMMENDATION:** City Council to consider approval for the sole source purchase and installation of security cameras for The REC parking lot and indoor locations from Schneider Electric for the Parks and Recreation Department.

**FUNDING SOURCE:** Funds are available in the Recreation Repairs and Maintenance budget (174-74015-312-069) for an amount not to exceed \$173,269.

**BACKGROUND:** This purchase is being made as a part of the Parks and Recreation security plan that was presented to the Parks and Recreation Advisory Board and the City Council. This purchase will provide coverage to The REC parking lot, The REC Field, drop-off zones for children and key blind spots inside The REC of Grapevine.

This procurement will be made as a sole source in accordance with Local Government Code Chapter 252, Subchapter B, § 252.022. General Exemptions (a)(7)(A).

Staff recommends approval.

TK/LW

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**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE PURCHASE AND INSTALLATION OF POLICE UP-FIT EQUIPMENT FOR POLICE VEHICLES

**RECOMMENDATION:** City Council to consider approval for the purchase and installation of police up-fit equipment for police vehicles from Dana Safety Supply for the Police Department.

**FUNDING SOURCE:** Funds are available in the Motor Vehicle budget (325-48910-209-000-200001) for an amount not to exceed \$121,601.

**BACKGROUND:** This approval will be for the purchase and installation of police equipment in four new Police Tahoes and three new Police Ford Interceptor vehicles. This equipment consists of lighting packages, protective barriers, partitions, consoles, prisoner seats, electronic equipment, gun racks, radios, computers, radars, storage compartments and miscellaneous equipment. The equipment and up-fitting of the Police vehicles meets the Police and Fleet Departments' standards and specifications.

This purchase will be made in accordance with an existing interlocal agreement with The Local Government Purchasing Cooperative (BuyBoard) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the Cooperative and a contract was awarded to Dana Safety Supply. The Fleet Services and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would best meet the needs of the City.

Staff recommends approval.

PH/LW

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**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL OF CDBG, HOME AND ESG PROGRAMS WITH TARRANT COUNTY FY2021 - FY2023

**RECOMMENDATION:** City Council consider approving a Joint Administrative Agreement between the City of Grapevine as a designated Metropolitan City and Tarrant County for administration of the Community Development Block Grant (CDBG) program for the three year program period of FY2021 - FY2023 and a resolution regarding the City's participation in Tarrant County's CDBG program, HOME Investment Partnership and Emergency Solutions Grant (ESG) Consortium.

**FUNDING SOURCE:**

**BACKGROUND:** On September 2, 2008, City Council adopted resolutions supporting the City's participation in Tarrant County's Urban CDBG and HOME programs for FY09 - FY11.

On May 17, 2011, June 17, 2014, and June 6, 2017 City Council adopted CDBG and HOME program resolutions for FY12 - FY14, FY15 - FY17, and FY18 - FY20 respectively, that were self -renewing for this three-year program period.

With the 2020 year nearing an end, we have now received notification from Tarrant County that we need to adopt an agreement supporting the City's participation with Tarrant County as a Metropolitan City for the CDBG, HOME and ESG programs for FY2021 - FY2023.

The Community Development Block Grant (CDBG) entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing adequate housing, a suitable living environment, and options to expand economic opportunities, principally for low and moderate -income individuals. These CDBG funds may be used in target areas designated by census data. Grapevine has used these funds over the last several years to improve infrastructure within these target areas including road reconstruction, and water and sewer line replacement.

The HOME Investment Partnership (HOME) program is to expand the supply of adequate, safe, sanitary and affordable housing for low-income and very low-income Americans.

The Emergency Solutions Grant (ESG) Consortium program provides grants by formula to states, metropolitan cities, urban counties and U.S. territories for eligible activities, generally including essential services related to emergency shelter, rehabilitation and conversion of buildings to be used as emergency shelters, operation of emergency shelters, and homelessness prevention services.

Tarrant County will continue to provide all administrative services for these programs as provided under the Urban County program.

Staff recommends approval.

**JOINT ADMINISTRATIVE AGREEMENT FOR ADMINISTRATION OF  
COMMUNITY DEVELOPMENT BLOCK GRANT**

|                    |   |                                |
|--------------------|---|--------------------------------|
| THE STATE OF TEXAS | § |                                |
|                    | § | KNOW ALL MEN BY THESE PRESENTS |
| COUNTY OF TARRANT  | § |                                |

The **CITY OF GRAPEVINE**, hereinafter called “City”, has accepted a designation by the United States Department of Housing and Urban Development (HUD) as a metropolitan city eligible to receive direct entitlement of Community Development Block Grant (CDBG) funds for the FY 2021-2023 program years, and

The **CITY OF GRAPEVINE** has entered into a cooperative agreement (auto renewing “Resolution” 21-23) with **TARRANT COUNTY**, hereinafter called “County”, to participate in the County’s CDBG program as a metropolitan city eligible to receive direct entitlement of CDBG funds, and

The **CITY OF GRAPEVINE** and **TARRANT COUNTY** have agreed to abide by HUD requirements as detailed in CPD 20-03, in the cooperative agreement (auto renewing “Resolution” 21-23), and in accordance with 24 CFR 570.308.

This **JOINT ADMINISTRATIVE AGREEMENT** is made and entered into by and between the City Council of the **CITY OF GRAPEVINE** and **TARRANT COUNTY** and the parties hereby AGREE as follows:

1. Scope of Term of Services. The County through this Joint Administrative Agreement agrees to administer on behalf of the City of GRAPEVINE all activities and requirements of federal, state and local law, and rules and procedures of the United States Department of Housing and Urban Development with regard to the City’s Community Development Block Grant entitlement program for the Fiscal Years 2021 through 2023.

2. Distribution of CDBG. The City shall receive CDBG entitlement program funding from the County as an entitled metropolitan city. The amount of funding shall be equivalent to or greater than what HUD determines annually as the City’s entitlement as a metropolitan city.

3. Duties of County. The County shall be responsible for administering all activities related to the City CDBG entitlement program in accordance with 24 CFR 570.500 Subpart “J” Grant Administration, 24 CFR 570.501(b), and 24 CFR 570.503.

4. Duties of the City. The City will approve all City CDBG entitlement program funding decisions. The City will determine specific programs, projects, or any other uses to the extent permitted and consistent with HUD eligible activities.

5. Administrative Expenses. The County shall retain, for HUD eligible reimbursable administrative costs, an amount not to exceed TWENTY PERCENT (20%) of the total annual HUD allocation under 570.205, 570.206 and OMB Circular A-87 and A-133.

This Joint Administrative Agreement is executed on behalf of the **CITY OF GRAPEVINE** and **TARRANT COUNTY** by its duly authorized officials.

**CITY OF GRAPEVINE**

\_\_\_\_\_  
William D. Tate, MAYOR of CITY of GRAPEVINE

DATE: \_\_\_\_\_

**TARRANT COUNTY, TEXAS**

\_\_\_\_\_  
B. Glen Whitley, COUNTY JUDGE

DATE: \_\_\_\_\_

\_\_\_\_\_  
Approved as to Form\*

**\*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).**

RESOLUTION NO. 2020-009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS REGARDING THE CITY'S PARTICIPATION IN TARRANT COUNTY'S COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT PARTNERSHIP AND EMERGENCY SOLUTIONS GRANT CONSORTIUM FOR THE THREE PROGRAM YEAR PERIOD, FISCAL YEAR 2021 THROUGH FISCAL YEAR 2023 AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Title I of the Housing and Community Act of 1974, as amended through the Housing and Community Act of 1992, establishes a program of community development block grants for the specific purpose of developing viable communities by providing decent housing and suitable living environment and expanding economic opportunities principally for persons of low and moderate income, and

WHEREAS, Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended, establishes the HOME Investment Partnership Act (HOME) to expand the supply of decent, safe, sanitary and affordable housing for very low-income and low-income Americans, and

WHEREAS, Tarrant County has been designated an "Urban County" by the Department of Housing and Urban Development entitled to a formula share of Community Development Block Grant (CDBG), HOME Investment Partnership and Emergency Solutions Grant (ESG) program funds provided said County has a combined population of 200,000 persons in its unincorporated areas and units of general local government with which it has entered into cooperative agreements, and

WHEREAS, Article III, Section 64 of the Texas Constitution authorizes Texas counties to enter into cooperative agreements with local governments for essential Community Development and Housing Assistance activities, and

WHEREAS, the City of Grapevine may not apply for grants under the State CDBG Program from appropriations for fiscal years during the period in which it is participating in Tarrant County's CDBG program, and

WHEREAS, the City of Grapevine shall not participate in a HOME consortium except through Tarrant County; however, does not preclude Tarrant County or the City of Grapevine from applying to the State for HOME Investment Partnership (HOME) funds, if the State allows, and

WHEREAS, City of Grapevine may receive Emergency Solutions Grant (ESG) programming through Tarrant County; however, does not preclude Tarrant County or the City of Grapevine from applying to the State for Emergency Solutions Grant (ESG) funds, if the State allows, and

WHEREAS, through cooperative agreements Tarrant County has authority to carry out activities funded from annual Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Program Allocation from Federal Fiscal Years 2021, 2022, and 2023, from any program income generated from the expenditure of such funds and any successive qualification periods under automatic renewal, and

WHEREAS, this cooperative agreement covers Federal Fiscal Years 2021, 2022, and 2023, it will automatically be renewed for participation in successive three-year qualification periods, unless the County or the City of Grapevine informs HUD with written notice to elect to not participate in a new qualification period, and

WHEREAS, the cooperative agreement will be automatically renewed by the date specified in HUD's urban county qualification notice for the next qualification period, Tarrant County will notify City of Grapevine in writing of its right not to participate, and

WHEREAS, with automatic renewal, Tarrant County and City of Grapevine will be required to adopt and submit to HUD any amendment to the agreement incorporating changes necessary to meet the requirements set forth in an Urban County Qualification Notice, and

WHEREAS, Tarrant County and the City of Grapevine agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, and

WHEREAS, Tarrant County and City of Grapevine will take all actions necessary to assure compliance under section 104(b) of Title I of the Housing and Community Development Act of 1974, Title VI of the Civil Rights Act of 1964 and the Fair Housing Act, and

WHEREAS, Tarrant County will not fund activities in, or in support of City of Grapevine that does not affirmatively further fair housing within its own jurisdiction or that impedes the county's actions to comply with the county's fair housing certification, and

WHEREAS, Tarrant County and City of Grapevine will comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, of Title II of the Americans with Disabilities Act, Age Discrimination Act of 1975, Section 3 of the Housing and Urban Development Act of 1968, and other applicable laws, and

WHEREAS, the City of Grapevine has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations and

WHEREAS, the City of Grapevine has adopted and is enforcing a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions, and

WHEREAS, in accordance with 24 CFR 570.501(b), Tarrant County is responsible for ensuring that CDBG, HOME and ESG funds are used in accordance with all program requirements, including monitoring and reporting to U.S. Department of Housing and Urban Development, on the use of program income, and

WHEREAS, pursuant to 24 CFR 570.501(b), the City of Grapevine is subject to the same requirements applicable to sub recipients, including the requirement of a written agreement as described in 24 CFR 570.503, and

WHEREAS, Tarrant County and City of Grapevine may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act in the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2014, Pub. L. 113-76.

NOW, THEREFORE, BE IT RESOLVED, by the City of Grapevine, that the City Council of Grapevine, Texas supports the application of Tarrant County for funding from Housing and Community Development Act of 1974, as amended, and Cranston- Gonzalez National Affordable Housing Act, as amended, and asks that its population be included for three successive years with that of Tarrant County, Texas to carry out Community Development Program Activities Eligible for Assistance under Public Law 93-383, and Affordable Housing activities under Public Law 101-625, and authorizes the Mayor of Grapevine, Texas to sign such additional forms as requested by the Department of Housing and Urban Development pursuant to the purposes of the Resolution, and further that the City of Grapevine, Texas understands that Tarrant County will have final responsibility for selecting projects and filing annual grant requests.

BE IT FURTHER RESOLVED, this cooperative agreement will automatically be renewed for participation in successive three-year qualification periods, unless Tarrant County or the City of Grapevine provides written notice it elects not to participate in a new qualification period. Tarrant County will notify the City of Grapevine in writing of its right to make to such election on the date specified by the U.S. Department of Housing

and Urban Development in HUD's urban county qualification notice for the next qualification period. Any amendments or changes contained within the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period must be adopted by Tarrant County and the City of Grapevine, and submitted to HUD. Failure by either party to adopt such an amendment to the agreement will void the automatic renewal of this agreement.

This agreement remains in effect until CDBG, HOME, ESG funds and income received to the fiscal 2021, 2022, 2023 programs, and to any successive qualification periods provided through the automatic renewal of this agreement, are expended and the funded activities completed, neither Tarrant County nor the City of Grapevine may terminate or withdraw from the agreement while the agreement remains in effect.

Official notice of amendments or changes applicable for a subsequent three-year urban county agreement shall be in writing and be mailed by certified mail to the City Secretary of the City of Grapevine. Any notice of changes or amendments to this agreement by the City of Grapevine to Tarrant County shall be in writing to the Tarrant County Community Development Division Director.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 5th day of May, 2020.

APPROVED:

\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

\_\_\_\_\_  
Tara Brooks  
City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

PASSED AND APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Commissioners Court Clerk

\_\_\_\_\_  
County Judge

\_\_\_\_\_  
Approval Form for District Attorney

\*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL OF REIMBURSEMENT FOR STORM DRAIN OVERSIZING  
IN GRAPEVINE HILL ADDITION

**RECOMMENDATION:** City Council to consider authorizing payment for reimbursement for storm drain oversizing within Grapevine Hill Addition to BYD Grapevine Hill LLC.

**FUNDING SOURCE:** Upon approval, the additional funds, not to exceed \$58,000, will be available in the Stormwater Drainage Utility Fund.

**BACKGROUND:** As part of development of the Grapevine Hill Subdivision, a larger storm drainage system than was needed for the subdivision was installed to help solve existing drainage problems in the area. An upsized 30" pipe was installed from Dooley Street to the western limits of the subdivision. This pipe will be extended in the future to accept off-site flows from Turner Street, Central Avenue and Starnes Street.

The City received a proposal from BYD Grapevine Hill, LLC for the storm drain installation. Staff is requesting that City Council approve reimbursement in an amount not to exceed \$58,000 to the developer.

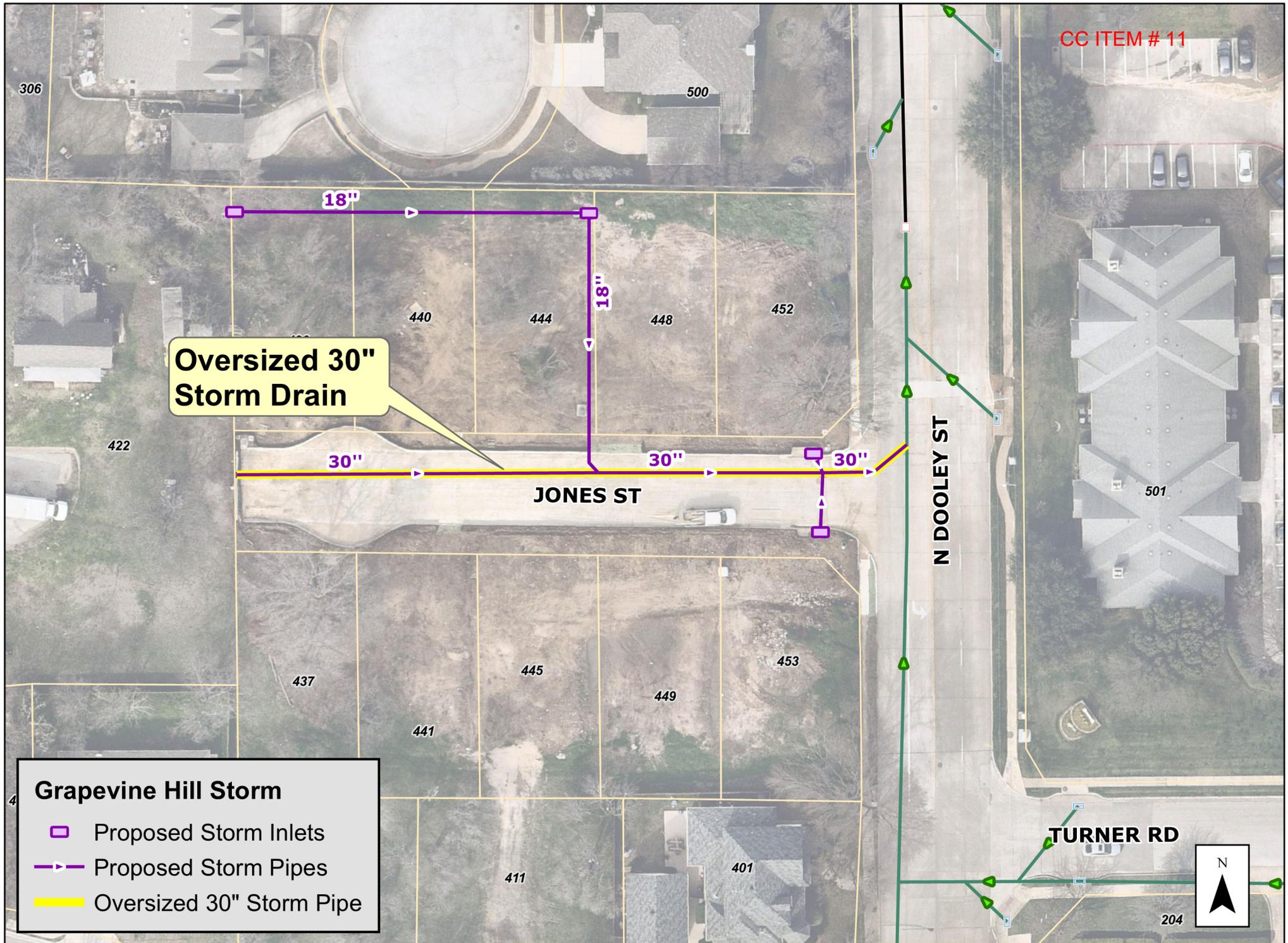
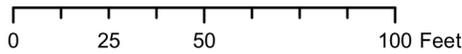
Staff has verified that the prices presented by BYD Grapevine Hill, LLC are reasonable costs for this type of work and are in line with costs compared to contractors who work for the City.

Staff recommends approval.

**Oversized 30"  
Storm Drain**

**Grapevine Hill Storm**

- Proposed Storm Inlets
- Proposed Storm Pipes
- Oversized 30" Storm Pipe



ORDINANCE NO. 2020-019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$58,000 IN STORMWATER DRAINAGE UTILITY FUND FOR STORM DRAIN OVERSIZING REIMBURSEMENT; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Grapevine desires to reimburse BYD Grapevine Hill LLC for the installation of an oversized storm drain; and

WHEREAS, funding for the reimbursement is available in the Stormwater Drainage Utility Fund; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this ordinance have been met, including but not limited to the Open Meetings Act and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council deems the adoption of this ordinance to be in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the City Council hereby authorizes \$58,000 be appropriated in the Stormwater Drainage Utility Fund for storm drain oversizing reimbursement.

Section 3. That the terms and provisions of this ordinance shall be deemed to be severable, and that if the validity of any section, subsection, word, sentence or phrase shall be held to be invalid, it shall not affect the remaining part of this ordinance.

Section 4. That the fact that the present ordinances and regulations of the City of Grapevine, Texas, are inadequate to properly safeguard the health, safety, morals, peace and general welfare of the inhabitants of the City of Grapevine, Texas, creates an emergency for the immediate preservation of the public business, property, health, safety and general welfare of the public which requires that this ordinance shall become effective from and after the date of its final passage, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 5th day of May, 2020.

APPROVED:

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William D. Tate  
Mayor

ATTEST:

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Tara Brooks  
City Secretary

APPROVED AS TO FORM:

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City Attorney

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVE ABANDONMENT OF A UTILITY EASEMENT  
ABANDONMENT AT 3551 MERCURY DRIVE

**RECOMMENDATION:** City Council consider adopting an ordinance abandoning a portion of a 7.5-foot wide utility easement on Lot 3-R, Block 8, Placid Peninsula, Second Addition, and take any necessary action.

**FUNDING SOURCE:**

**BACKGROUND:** The property owner at 3551 Mercury Drive has requested the City abandon a 226 square foot utility easement in the southeast corner of their backyard. The utility easement was originally dedicated from the Placid Peninsula Addition plat in 1959 and was never occupied. The public franchise utilities have signed off on the abandonment.

Staff recommends approval.

ORDINANCE NO. 2020-020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, ABANDONING AND VACATING A 7.5-FOOT UTILITY EASEMENT ON LOT 3-R, BLOCK 8, PLACID PENINSULA, SECOND ADDITION TO THE CITY OF GRAPEVINE, TEXAS AS HEREINAFTER DESCRIBED

WHEREAS, the owner of Lot 3-R, Block 8, Placid Peninsula, Second Addition located at 3551 Mercury Drive, City of Grapevine, Tarrant County, Texas has requested that a portion of a 7.5-foot Utility Easement of said lot, as herein after described, be abandoned and vacated; and

WHEREAS, this easement was originally dedicated to the City as a 7.5-foot Utility Easement on the plat of Lot 3, Block 8, Placid Peninsula, Second Addition according to Plat Volume 388-18 in 1959; and

WHEREAS, the applicant has received signatures from all public franchise utility companies and the easement is not needed for public use and will not be needed in the future for public use; and

WHEREAS, abandoning and vacating the said easement will relieve the City of Grapevine, Texas from the cost and expense of maintaining said property; and

WHEREAS, the City Council deems the adoption of this ordinance is in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated herein above are true and correct and are incorporated herein by reference, as if copied in their entirety.

Section 2. That the 226 square feet portion of a Utility Easement located on Lot 3-R, Block 8, Placid Peninsula Addition in Exhibits "A" and "B", attached hereto and incorporated herein for all purposes, is hereby abandoned and vacated for public use and the same is hereby abandoned and vacated insofar as all public right, title, interest in and to said right of way is concerned.

Section 3. That the terms and provisions of this ordinance shall be deemed to be severable, and that if the validity of any section, subsection, word, sentence or phrase shall be held to be invalid, it shall not affect the remaining part of this ordinance.

Section 4. The fact that the easement is no longer needed by the public for public usage and would create a hardship or burden upon the City of Grapevine to keep open and maintain such easement creates an urgency and an emergency for the immediate preservation of the public health, safety, and general welfare which requires that this ordinance shall take effect immediately from and after its passage and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 5th day of May, 2020.

APPROVED:

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William D. Tate  
Mayor

ATTEST:

---

Tara Brooks  
City Secretary

APPROVED AS TO FORM:

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City Attorney

## EXHIBIT "A" EASEMENT ABANDONMENT

Being a portion of Lot 3-R, Block 8 of Placid Peninsula Addition, Second Filing,  
an Addition to the City of Grapevine, Tarrant County, Texas

### FIELD NOTE DESCRIPTION:

**BEING** a tract of land situated in Lot 3-R, Block 8 of Placid Peninsula, Second Addition, an Addition to the City of Grapevine, Tarrant County, Texas, according to the Plat thereof recorded in Volume 388-97, Page 11, Plat Records of Tarrant County, Texas (P.R.T.C.T.), same being a portion of a 15-foot utility easement as shown on said Plat, and being more particularly described by metes and bounds as follows:

**BEGINNING** at a 1/2 inch iron rod with cap stamped "Precise" found for an interior ell corner of the herein described tract of land, same being an interior ell corner of said Lot 3-R, and being the northernmost northwest corner of Lot 18-R;

**THENCE** South 37 degrees 02 minutes 20 seconds West, with the northwest line of said Lot 18-R and with the southeast line of said Lot 3-R, a distance of 4.97 feet to a 1-2 inch iron rod with yellow cap stamped "Arthur Surveying Company" set for corner, same being the easternmost corner of Lot 2-R, and being the southernmost corner of said Lot 3-R;

**THENCE** North 52 degrees 57 minutes 40 seconds West, with the northeast line of said Lot 2-R and with the southwest line of said Lot 3-R, a distance of 7.50 feet to a point for corner;

**THENCE** North 37 degrees 02 minutes 20 seconds East, over and across said Lot 3-R, a distance of 8.71 feet to a point for corner;

**THENCE** South 89 degrees 59 minutes 00 seconds East, over and across said Lot 3-R, a distance of 25.13 feet to a point for corner;

**THENCE** South 00 degrees 01 minutes 00 seconds West, over and across said Lot 3-R, a distance of 7.50 feet to a point for corner in the north line of said Lot 18-R;

**THENCE** North 89 degrees 59 minutes 00 seconds West, with the north line of said Lot 18-R and with the south line of said Lot 3-R, a distance of 21.33 feet to the **POINT OF BEGINNING** and containing 226 square feet of land, more or less.

 **ARTHUR**  
LAND SURVEYING

220 Elm St., # 200 - Lewisville, TX 75057  
Ph. 972.221.9139 • (11 RNs) 1000-9830  
arthur-surveying.com Established 1998

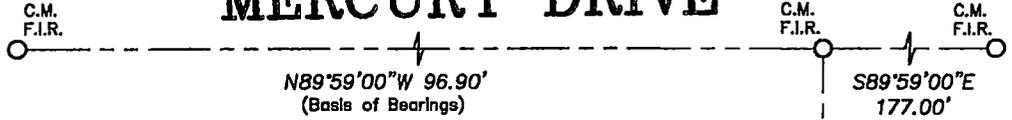
03-03-2020  
SHEET 1 of 2



3551 Mercury Drive



(50' ROW)  
**MERCURY DRIVE**



SCALE: 1" = 20'  
Bearings shown hereon are based on the referenced Plat unless otherwise noted.

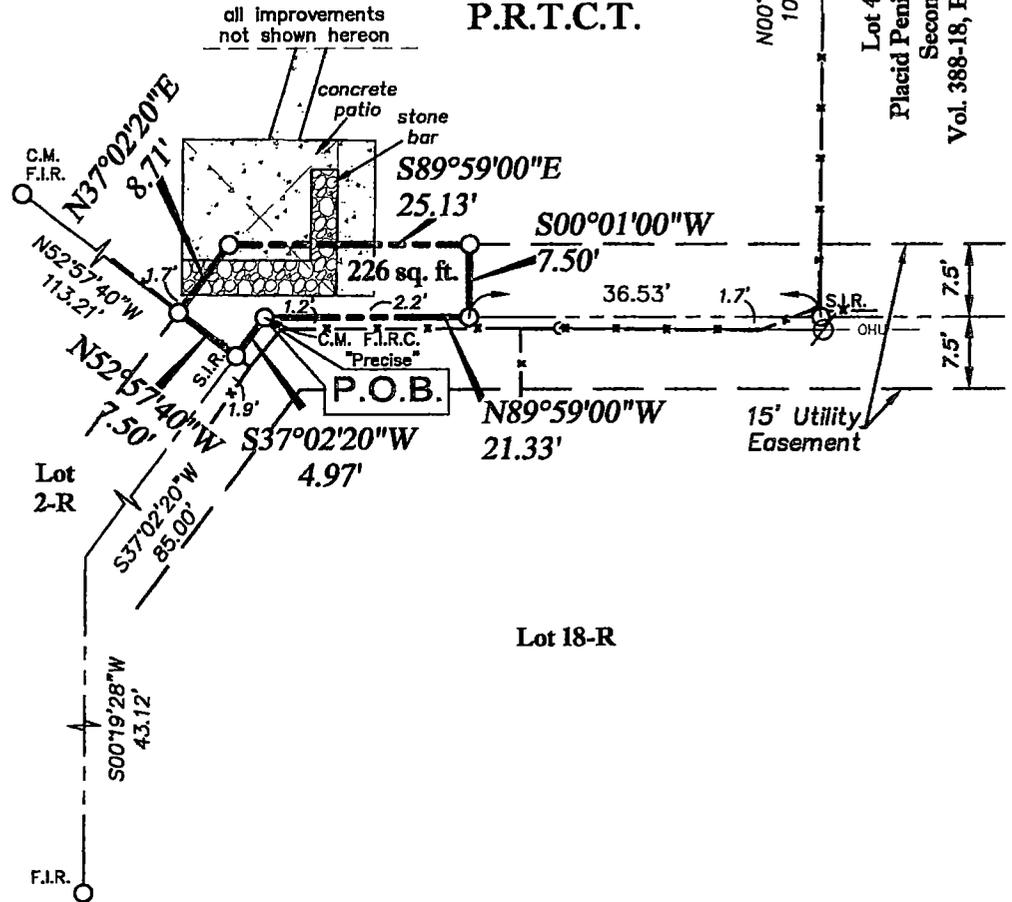
NOTES:

- F.I.R.(C.) = 1/2" Iron Rod Found (with cap)
- S.I.R. = 1/2" Iron Rod Set with yellow cap stamped "ARTHUR SURVEYING COMPANY"

Lot 3-R, Block 8  
Placid Peninsula,  
Second Addition  
Vol. 388-97, Pg. 11  
P.R.T.C.T.

Lot 4, Block 8  
Placid Peninsula Addition,  
Second Section  
Vol. 388-18, Pg. 54, P.R.T.C.T.

| LEGEND |                        |
|--------|------------------------|
|        | FENCE                  |
|        | OVERHEAD UTILITY       |
|        | POWER POLE             |
|        | LIGHT POLE             |
|        | GUY WIRE(S)            |
|        | FIRE HYDRANT           |
|        | SANITARY SEWER MANHOLE |
|        | WATER METER            |
|        | WATER VALVE            |
|        | CONCRETE               |
|        | EDGE OF ASPHALT        |
|        | COVERED AREA           |



**EXHIBIT "B"**

**EASEMENT ABANDONMENT**

Being a portion of Lot 3-R, Block 8 of Placid Peninsula Addition,  
Second Filing, an Addition to the City of Grapevine,  
Tarrant County, Texas



220 Elm St., # 200 - Lewisville, TX 75057  
Ph. 972.221.9439 - TFRN# 10063800  
arthursurveying.com Established 1986

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**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL TO RENEW AN ANNUAL CONTRACT FOR ELEVATOR MAINTENANCE SERVICES

**RECOMMENDATION:** City Council to consider the renewal of an annual contract for elevator maintenance services with ThyssenKrupp Elevator Corporation for the Facility Services Department.

**FUNDING SOURCE:** Funds are available in the Building Maintenance and CVB Building Maintenance budgets 100-43350-118-002, 115-43350-350-001 and 115-43350-350-003 for an amount not to exceed \$36,074.

**BACKGROUND:** This purchase will provide for full-service, elevator maintenance including repairs, routine maintenance and safety testing to comply with State code requirements for all elevators located in various City buildings. This contract will extend the life of the elevators and equipment located at the Palace Theatre, old Police Building (Dallas Road), Wallis Hotel building, CVB Headquarters, City Hall, Public Safety, Peach Street water tower, The REC and Police Department gun range. Scheduled elevator preventive maintenance will be performed quarterly. The preventive maintenance program will include inspection and evaluation to identify maintenance or repair requirements. If repairs are needed, the contractor will perform repairs at no additional cost.

Purchases will be made as needed and in accordance with an existing interlocal agreement with Omnia Partners Public Sector as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791. This contract was for an initial one-year period with three, one-year renewal options. If approved, this will be for the final renewal available.

Bids were taken by the cooperative and a contract was awarded to ThyssenKrupp Elevator Corporation. The Facility Services staff and Purchasing reviewed the contract for specification compliance and pricing and determined that the contract would provide the best service and pricing for meeting the needs of the City.

Staff recommends approval.

CH/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE AWARD OF AN INFORMAL REQUEST FOR QUOTE FOR ASPHALT SAND SEALER SERVICES

**RECOMMENDATION:** City Council to consider approval of the award of an informal request quote for purchase of asphalt sand sealer services from Price Asphalt for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Maintenance Fund 177 for an amount not to exceed \$39,875.

**BACKGROUND:** This purchase will be used for seal coating Main Street from Dallas Road to Northwest Highway after City Street crews complete various base repairs. City crews will follow this work with re-striping to match existing striping along Main Street.

Quotes were taken in accordance with City Purchasing policy. Formal bids and advertisements are not required for purchases under \$50,000. Three vendors submitted quotations. The low bid submitted by Porky's Paving was non-responsive due to not providing required data sheets for the asphalt sealer material being used for the project. The next lowest bid from Price Asphalt submitted the lowest responsive and responsible quote meeting specifications.

Price Asphalt \$39,875  
Porky's Paving \$21,500  
Intermountain Slurry \$82,500

Staff recommends approval.

KH/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE AWARD OF ANNUAL CONTRACTS FOR CONCRETE SERVICES

**RECOMMENDATION:** City Council to consider approval for the award of annual contracts for RFB 494-2020 for concrete services with Manning Concrete Sawing, NG Concrete LP, and CI Pavement for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Street Maintenance/Capital Replacement/Transportation Infrastructure Maintenance budget (174-43301-415-090) for an annual estimated amount of \$500,000.

**BACKGROUND:** The purpose of this contract is to establish fixed, indefinite quantity annual pricing for concrete services primarily for the Public Works Department. The Public Works Department and Purchasing reviewed the contract for specification compliance and pricing and determined that these contracts would provide the best service and pricing for meeting the needs of the City.

Bids were taken in accordance with Local Government Code Chapter 252, Subchapter B, Section 252.021 (a) and Section 252.041 (a). The bid advertisement was posted in the Fort Worth Star Telegram on February 20, 2020 and February 27, 2020. The request for bids was issued through the City eBid system with 930 invitations sent out. There were five bids received. The bid was opened electronically and publicly on March 19, 2020 at 2 pm. The contract will be for an initial two-year period, with four, two-year renewal options available.

Based on the evaluation of the bid by the Public Works Department and Purchasing it was determined that a non-exclusive award be made to the three lowest responsible and responsive bids meeting specifications to ensure availability of materials without interruption of road projects.

Staff recommends approval.

KH/LW

|                          |  |                     |                           |
|--------------------------|--|---------------------|---------------------------|
| <b>Event Number</b>      | RFB 494-2020                                   | <b>Organization</b> | Grapevine TX Purchasing   |
| <b>Event Title</b>       | Annual Contract for Concrete Services          | <b>Workgroup</b>    | Grapevine TX Purchasing   |
| <b>Event Description</b> | The City of Grapevine is soliciting sealed bid | <b>Event Owner</b>  | Lance Wright              |
| <b>Event Type</b>        | Request for Bid                                | <b>Email</b>        | lwright@grapevintexas.gov |
| <b>Issue Date</b>        | 2/20/2020 07:47:06 AM (CT)                     | <b>Phone</b>        | (817) 4103336             |
| <b>Close Date</b>        | 3/19/2020 02:00:00 PM (CT)                     | <b>Fax</b>          | (817) 4103066             |

| Responding Supplier             | City          | State | Response Submitted         | Lines Responded | Response Total |
|---------------------------------|---------------|-------|----------------------------|-----------------|----------------|
| NG Concrete LP                  | Dallas        | TX    | 3/19/2020 01:35:03 PM (CT) | 22              | \$460.50       |
| Manning Concrete Sawing         | Fort Worth    | TX    | 3/11/2020 02:47:26 PM (CT) | 43              | \$812.80       |
| CI Pavement (Alderink Enterpris | Grand Prairie | TX    | 3/16/2020 11:21:45 AM (CT) | 40              | \$3,516.40     |
| Caststone Solutions Company     | Arlington     | TX    | 3/3/2020 03:47:24 PM (CT)  | 43              | \$4,750.50     |
| Dallas Harmony Construction, LI | Grand Prairie | TX    | 3/19/2020 01:55:57 PM (CT) | 41              | \$5,318.61     |
| ARREGUIN GROUP, INC.            | LANCASTER     | TX    | 3/19/2020 10:44:09 AM (CT) | 43              | \$6,974.05     |
| HQS Construction, LLC           | Plano         | TX    | 3/18/2020 01:36:43 PM (CT) | 43              | \$7,191.00     |

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

**“TABULATION STATEMENT”**

ALL BIDS SUBMITTED ARE REFLECTED ON THIS BID TAB SHEET. HOWEVER, THE LISTING OF A BID ON THIS SHEET SHOULD NOT BE CONSTRUED AS A COMMENT ON THE RESPONSIVENESS OF SUCH BID OR AS ANY INDICATION THAT THE CITY ACCEPTS SUCH BID AS RESPONSIVE. THE CITY WILL MAKE A DETERMINATION AS TO THE RESPONSIVENESS OF BIDS SUBMITTED BASED UPON COMPLIANCE WITH ALL APPLICABLE LAWS, CITY OF GRAPEVINE PURCHASING GUIDELINES, AND PROJECT DOCUMENTS, INCLUDING BUT NOT LIMITED TO THE PROJECT SPECIFICATIONS AND CONTRACT DOCUMENTS. THE CITY WILL NOTIFY THE SUCCESSFUL BIDDER UPON AWARD OF THE CONTRACT AND, ACCORDING TO LAW, ALL BIDS RECEIVED WILL BE AVAILABLE FOR INSPECTION AT THAT TIME.

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER **BR**

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE PURCHASE OF COMMANDER CONTROL CABINETS WITH SOFTWARE

**RECOMMENDATION:** City Council to consider approval for the purchase of commander control cabinets with software from Trafficware for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Project Fund (177) for an amount not to exceed \$16,000.

**BACKGROUND:** This purchase is for traffic signal controllers at Main Street at Wall Street, Texas Street, East Franklin Street and Hudgins Street.

This purchase will be made in accordance with an existing interlocal agreement with The Local Government Purchasing Cooperative (BuyBoard) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the Cooperative and a contract was awarded to Trafficware. The Public Works and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would best meet the needs of the City.

Staff recommends approval.

FB/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE EMERGENCY PURCHASE OF TRAFFIC SIGNAL CABINETS

**RECOMMENDATION:** City Council to consider approving and ratifying the emergency purchase of traffic signal cabinets from Mobotrex for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Projects Fund (177) for a total amount not to exceed \$51,438.

**BACKGROUND:** This purchase is for new traffic signal control cabinets for Main Street at Texas Street, East Franklin Street, and Hudgins Street.

This purchase will be made in accordance with an existing interlocal agreement as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

An emergency purchase order was issued to Mobotrex for the traffic control equipment on April 22, 2020. This purchase was made using an interlocal agreement with The Local Government Purchasing Cooperative (BuyBoard) purchasing cooperative.

Staff recommends approval.

FB/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE PURCHASE OF A VEHICLE DETECTION SYSTEM

**RECOMMENDATION:** City Council to consider the approval for the purchase of a vehicle detection system from Iteris for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Project Fund 177 for a total amount not to exceed \$34,950.

**BACKGROUND:** This purchase is for traffic signal vehicle detection systems at Main Street, Texas Street, East Franklin Street and East Hudgins Street.

This purchase will be made in accordance with an existing interlocal agreement with the State of Texas Term Contracts Program as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the cooperative and a contract was awarded to Iteris. The Public Works and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would provide the best product and pricing for meeting the needs of the City.

Staff recommends approval.

FB/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE AWARD OF AN INFORMAL REQUEST FOR QUOTE FOR TRAFFIC SIGNAL POLES

**RECOMMENDATION:** City Council to consider approval for the purchase of traffic signal poles from Redwine Wallace & Associates for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Project Fund 177 for a total amount not to exceed \$46,816.

**BACKGROUND:** This purchase is for traffic signal poles for the Main Street/Hudgins Street intersection.

Quotes were taken in accordance with City Purchasing Policy. Formal bids and advertisements are not required for purchases under \$50,000. Three vendors submitted quotations. Redwine Wallace & Associates submitted the lowest responsive and responsible quote meeting specifications.

Redwine Wallace & Associates \$46,816  
Summit \$52,683  
Dealers Electric \$55,080

Staff recommends approval.

FB/LW

**MEMO TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** BRUNO RUMBELOW, CITY MANAGER *BR*

**MEETING DATE:** MAY 5, 2020

**SUBJECT:** APPROVAL FOR THE EMERGENCY PURCHASE OF TRAFFIC CONTROL EQUIPMENT

**RECOMMENDATION:** City Council to consider approving and ratifying the emergency purchase of traffic control equipment from Consolidated Traffic Controls for the Public Works Department.

**FUNDING SOURCE:** Funds are available in the Capital Projects Fund (177) for a total amount not to exceed \$58,014.

**BACKGROUND:** This purchase is for Accessible Pedestrian Signal (APS) push buttons for the traffic signals on Main Street beginning at Wall Street to Hudgins Street. This purchase also includes traffic signals and battery backup units for Main Street at Texas Street, East Franklin Street and Hudgins Street.

An emergency purchase order was issued to Consolidated Traffic Controls for the traffic control equipment on April 22, 2020. This purchase was made using an interlocal agreement with Houston-Galveston Area Council (HGAC) purchasing cooperative.

Staff recommends approval.

FB/LW

STATE OF TEXAS  
COUNTY OF TARRANT  
CITY OF GRAPEVINE

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council meeting was conducted by telephone. Members of City Council were either present in person in the City Council Chambers, Second Floor, 200 South Main Street or by telephone.

Members of the public were invited to participate by telephone by a number posted on the agenda. The meeting was live streamed on the City's website.

The City Council of the City of Grapevine, Texas met in Regular Session on this the 21st day of April, 2020 in the City Council Chambers, Second Floor, 200 South Main Street, with the following members present:

|                 |                |
|-----------------|----------------|
| William D. Tate | Mayor          |
| Darlene Freed   | Mayor Pro Tem  |
| Sharron Rogers  | Council Member |
| Chris Coy       | Council Member |
| Duff O'Dell     | Council Member |
| Paul Slechta    | Council Member |
| Leon Leal       | Council Member |

constituting a quorum, and with the following members of the City Staff:

|                    |                         |
|--------------------|-------------------------|
| Bruno Rumbelow     | City Manager            |
| Jennifer Hibs      | Assistant City Manager  |
| Matthew C.G. Boyle | Assistant City Attorney |
| Tara Brooks        | City Secretary          |

*Note: There were no items submitted that required consideration of the Planning and Zoning Commission, therefore the Commission did not meet and there were no public hearings.*

Call to Order

Mayor Tate called the meeting to order at 7:30 p.m.

Item 1. Invocation and Pledge of Allegiance

Council Member Leon Leal delivered the invocation and led the Pledge of Allegiance.

Item 2. Citizen Comments

Beginning at 5:00 p.m. on April 20, citizens were able to submit a citizen appearance request form through the City's website.

No requests were received prior to the meeting. Mayor Tate allowed anyone on the phone to speak. There was no one on the phone who wished to speak.

PRESENTATIONS

Item 3. Emergency Management Coordinator to present update on COVID-19.

Emergency Management Coordinator Matt Feryan updated Council on the latest case statistics on the COVID-19 pandemic and the White House Opening Up America plan. Mr. Feryan answered questions from Council.

Chris York, President at Baylor, Scott and White, briefed Council on how COVID-19 is affecting the hospital programs, testing and staffing. Mr. York answered questions from Council.

NEW BUSINESS

Item 4. Consider a contract for a Guaranteed Maximum Price for the construction of the Golf Course Clubhouse with Steele & Freeman, Inc. and **Ordinance No. 2020-017** appropriating funds.

Golf Director Russell Pulley presented the design plans for the new Clubhouse. In 2017, Grapevine voters approved \$4,800,000 through a bond proposition for the construction of a new Golf Course Clubhouse. The proposed guaranteed maximum price is \$3,879,848 with design, engineering and owner costs of \$918,086 for a total project cost of \$4,797,934. Mr. Pulley answered questions from Council.

Council discussed this item.

Motion was made to approve the contract for a Guaranteed Maximum Price for the construction of the Golf Course Clubhouse with Steele & Freeman, Inc. and Ordinance No. 2020-017 appropriating funds.

Motion: Rogers  
Second: Freed  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

ORDINANCE NO. 2020-017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
GRAPEVINE, TEXAS APPROPRIATING \$4,800,000 IN THE

CAPITAL PROJECT FUND 177 FOR THE PURPOSE OF DESIGNING, CONSTRUCTING, IMPROVING, RENOVATING, EXPANDING, EQUIPPING AND FURNISHING THE GRAPEVINE GOLF CLUBHOUSE; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

CONSENT AGENDA

Consent items are deemed to need little Council deliberation and were acted upon as one business item. Any member of the City Council or member of the audience may request that an item be withdrawn from the consent agenda and placed before the City Council for full discussion.

Council Member Rogers requested item 5 be removed from the consent agenda. This item was considered following the vote on the remaining consent agenda items.

Approval of the consent agenda authorizes the City Manager, or his designee, to implement each item in accordance with Staff recommendations.

Item 6. Consider **Ordinance No. 2020-018** appropriating funds for payments to the City of Dallas and the City of Fort Worth in accordance with Senate Bill 569 Revenue Sharing Agreement.

Chief Financial Officer Greg Jordan recommended approval of the ordinance appropriating funds to reimburse the Cities of Dallas and Fort Worth for funds that exceed the base line amount established in Fiscal Year 2000 as proscribed by Senate Bill 569. The shared amounts to be paid to the Cities of Dallas and Fort Worth are \$769,475 and \$439,700 respectively which represents 2/3 of the total shared revenue.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

ORDINANCE NO. 2020-018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, REVISING THE ADOPTED BUDGET FOR THE FISCAL YEAR ENDING IN 2020; PROVIDING FOR THE TRANSFER OF THE FUNDS; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

Item 7. Consider an annual contract for janitorial supplies with Empire Paper.

Chief Financial Officer Jordan recommended approval of the annual contract for the purchase of janitorial supplies for an estimated annual amount of \$30,000.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 8. Consider an annual contract for insurance consultant services for group health benefits with McGriff, Seibels & Williams Insurance Services.

Chief Financial Officer Jordan recommended approval of the annual contract for insurance consultant services for an amount not to exceed \$50,000.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 9. Consider the renewal of an annual contract for safety consultant services with Commercial Risk Services, Inc.

Chief Financial Officer Jordan recommended approval of the renewal of the contract for safety consultant services in the areas of education, compliance and best practice training for an amount not to exceed \$36,000.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 10. Consider the purchase of personal protective equipment from North America Fire Equipment Company, Inc.

Fire Chief Darrell Brown recommended approval of the purchase of fire structural and bunker personal protective equipment for an amount not to exceed \$40,206.

Motion was made to approve the consent agenda as presented.

Motion: Slechta

Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 11. Consider the renewal of an annual contract for hauling of debris and aggregates with Q. Roberts Trucking, Inc.

Public Works Director Bryan Beck recommended approval of the renewal of the annual contract for hauling of debris and aggregates for an estimated annual amount of \$100,000.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 12. Consider a contract for design of the State Highway 26 fiber extension and Northwest Highway/State Highway 114 Signal Detection with Kimley-Horn and Associates.

Public Works Director Beck recommended approval of the contract design for fiber extension and signal detection to install fiber optic communications and conduit infrastructure along State Highway 26 from State Highway 114 to State Highway 121 and integrating all traffic signal cabinets along the corridor into Grapevine's existing Intelligent Transportation System. In addition, the design will provide for ungraded vehicle detection at the diamond interchange of State Highway 114 and Northwest Highway. The proposed engineering contract is not to exceed \$122,600.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 13. Consider the purchase of roof restoration services for The REC, the Grapevine Library and City Hall from Weatherproofing Services.

Public Works Director Beck recommended approval of the purchase of roof restoration services for a total amount not to exceed \$940,000.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy

Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 14. Consider the purchase of LED fixtures for the Grapevine Library from Facility Solutions Group.

Public Works Director Beck recommended approval of the purchase of LED fixtures for the fiction, non-fiction, Creatlt, teen, area history, and genealogy areas in the Library for a total amount not to exceed \$126,976.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 15. Consider the minutes of the April 7, 2020 Regular City Council meeting.

City Secretary Tara Brooks recommended approval of the minutes as provided.

Motion was made to approve the consent agenda as presented.

Motion: Slechta  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

Item 5. Consider **Resolution No. 2020-007** reimbursing the amount of \$4,900,000 so the City will have the option of reimbursing itself through a future certificate of obligations debt issuance.

Chief Financial Officer Jordan recommended approval of the ordinance to reimburse funds for designing, engineering, constructing, reconstructing, and renovating streets, roadways and projects discussed by City Council at their February 24, 2020 Capital Planning Workshop.

City Manager Bruno Rumbelow answered questions from Council.

Motion was made to approve Resolution No. 2020-007 reimbursing the amount of \$4,900,000.

Motion: Rogers  
Second: Coy  
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal  
Nays: None  
Approved: 7-0

RESOLUTION NO. 2020-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY COUNCIL OF GRAPEVINE, TEXAS, AUTHORIZING THE REIMBURSEMENT OF EXPENDITURES TO BE INCURRED FROM FUTURE CERTIFICATE OF OBLIGATIONS AND PROVIDING AN EFFECTIVE DATE

ADJOURNMENT

Motion was made to adjourn the meeting at 8:45 p.m.

Motion: Coy

Second: O'Dell

Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal

Nays: None

Approved: 7-0

Passed and approved by the City Council of the City of Grapevine, Texas on this the 5th day of May, 2020.

APPROVED:

\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

\_\_\_\_\_  
Tara Brooks  
City Secretary