



City Council
Regular Session
Agenda Packet
November 2, 2017

**CITY OF SANSOM PARK
CITY COUNCIL
Regular Session
November 2, 2017
7:00 P.M.**

ATTENDANCE SHEET

Jim Barnett, Jr., Mayor

Crystal Harris, Mayor Pro Tem

Council Member Donna Bell, Place 1

Council Member Jerry Sewall, Place 2

Council Member Jim Barnett, Sr., Place 3

Council Member Tanya Gregory, Place 4

Staff:

Angela Winkle, City Administrator

Lee Thomas, City Attorney

Wendy Blocker, City Secretary

Allen Richards, Fire Chief

Will Wilkerson, Police Chief

Ron Douglas, Community Development



**CITY OF SANSOM PARK
City Council Meeting Agenda
Regular Session – 7:00 p.m.
November 2, 2017**

The Sansom Park City Council will hold a Regular Session at 7:00 p.m. in the City Hall Council Chambers, 5705 Azle Avenue, Sansom Park, Texas on Thursday, November 2, 2017. This meeting is open to the public and subject to the Open Meeting Act.

Pursuant to Section 551.071 of the Texas Government Code, the Council may convene an Executive Session at any time during the meeting as deemed necessary to obtain advice from the City Attorney regarding any posted agenda item.

REGULAR SESSION – 7:00 P.M.

I. CALL TO ORDER / ROLL CALL

Call to order and announce a quorum is present.

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC INPUT

The City Council invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to responding with a statement of specific factual information, reciting the City's existing policy, or directing the person making the inquiry to visit with City Staff about the issue. No Council deliberation is permitted. Each person will have 3 minutes to speak.

V. MAYOR AND COUNCIL REPORTS, PRESENTATIONS AND PROCLAMATIONS

VI. CONSENT AGENDA

Items on the Consent Agenda are routine and administrative in nature. As such, these items are considered for approval by a single motion and vote without discussion. Council Members can remove an item or items from the agenda, so it can be considered separately, and/or add any item to be considered as part of the Consent Agenda.

1. Consider approval of the Regular meeting minutes held on October 19, 2017, as presented.
2. Review and accept the Quarterly Investment Report for the 4th Quarter ending September 30, 2017.

VII. NEW BUSINESS

1. Discuss and consider approval of an Interlocal Agreement between the City of Sansom Park and Tarrant County, Texas for the County's assistance in the seal coating of 25th Street, 26th Street and Sherman Avenue, all being streets located within the City of Sansom Park.

VIII. PUBLIC HEARINGS

1. Hold a public hearing and consider adoption of Resolution No. 1014-17, a Resolution of the City Council of Sansom Park, Texas Expressing the City of Sansom Park's Support for the Housing Tax Credit Application for the Sansom Bluff Apartments; making findings; and providing an effective date.

IX. ITEMS OF COMMUNITY INTEREST

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees, or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

ADJOURNMENT

Certification:

I hereby certify that the above notice was posted on the bulletin board, at the Sansom Park City Hall, 5705 Azle Avenue, Sansom Park, Texas, 76114, on _____, _____, 2017 _____am/pm and remained so posted at least 72 hours before said meeting was convened. **NOTICE:** Sansom Park City Hall is wheelchair accessible and special parking is available on the North side of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's Office a minimum of 24 hours before the meeting and every effort will be made to provide reasonable accommodations.

Wendy Blocker, City Secretary

NOTICE: A quorum of the Crime Control and Prevention District Board of Directors, the Planning and Zoning Commission, the Zoning Board of Adjustment and the Building Board of Appeals will be present at this meeting; however, none of these Boards will take action on any items on this posted agenda.

Certification of Notice of Meeting was removed on _____, 2017 at _____ a.m. /p.m. by _____.



Sansom Park City Council

AGENDA REPORT

Meeting Date: November 2, 2017
Agenda Item: VI-1

Staff Contact: Wendy Blocker, City Secretary
E-mail: wblocker@sansompark.org
Phone: 817-626-3791 ext.118

SUBJECT: Consider approval of the Regular meeting minutes held on October 19, 2017, as presented.

BACKGROUND:

Attached are the City Council minutes from the Regular meeting held on October 19, 2017, as presented.

FINANCIAL IMPACT:

There is none.

RECOMMENDATION:

Staff recommends Council consideration of the minutes as presented.

ATTACHMENTS:

- Minutes from October 19, 2017

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD Thursday, October 19, 2017 at 7:00 p.m. in the City Council chambers, 5705 Azle Ave., Sansom Park, Texas.

City Council Members Present: Crystal Harris, Mayor Pro Tem
Donna Bell, Place 1
Jerry Sewall, Place 2
Jim Barnett, Sr., Place 3
Tanya Gregory, Place 4

City Staff Present: Angela Winkle, City Administrator
Wendy Blocker, City Secretary
Allen Richards, Fire Dept.
Will Wilkerson, Police Chief

Absent: Jim Barnett, Jr., Mayor
Ron Douglas, Community Development Director
Lee Thomas, City Attorney

CALL TO ORDER

Mayor Pro-Tem Harris called the regular meeting to order at 7:00 pm with a quorum present.

INVOCATION

Invocation was given by Jim Barnett, Sr.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance and the Texas Pledge were both recited.

PUBLIC INPUT

There was none.

MAYOR AND CITY COUNCIL REPORTS AND PRESENTATIONS

City Secretary Wendy Blocker administered the Oath of Office to newly hired Firefighter Collins of the Sansom Park Fire Department.

CONSENT AGENDA

Items on the Consent Agenda are routine and administrative in nature. As such, these items are considered for approval by a single motion and vote without discussion. Council Members can remove an item or items from the agenda, so it can be considered separately, and/or add any item to be considered as part of the Consent Agenda.

Consider approval of the Regular meeting minutes held on September 21, 2017, as presented.

Consider approval of an Agreement between the City of Sansom Park and Tarrant County Emergency Services District No. One (District) effective October 1, 2017 through September 30, 2018 for mutual aid services.

Council Member Jim Barnett, Sr., made a motion to approve the consent agenda, second by Council Member Tanya Gregory. The Council voted unanimously to approve the consent agenda as presented. Motion carried 5-0.

EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session, from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following:

***Possible Purchase, Exchange, Lease or Value of Real Property Pursuant to Section 551.072 –
Legal Description Broadview Acres, Block 1 Lot 5B***

Mayor Pro-Tem Harris convened into executive session at 7:05 pm.

Mayor Pro-Tem Harris re-convened into open session at 7:39 pm.

ITEMS OF COMMUNITY INTEREST

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees, or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

Chief Wilkerson advised Council that the police department received a grant and was able to replace some hand held radios.

As there was no further business to discuss or consider, Mayor Barnett adjourned the meeting at 7:43 p.m.

ATTEST:

Jim Barnett, Jr., Mayor

Wendy Blocker, City Secretary



Sansom Park City Council

AGENDA REPORT

Meeting Date: November 2, 2017
Agenda Item: VI-2

Staff Contact: Angela Winkle, TRMC, CMC
City Administrator
E-mail: awinkle@sansompark.org
Phone: 817-626-3791 ext.103

SUBJECT: Review and accept the Quarterly Investment Report for the 4th Quarter ending September 30, 2017.

BACKGROUND:

Pursuant to Chapter 2256 of the Government Code Public Funds Investment Act requires that not less than quarterly the chief financial officer shall prepare and submit to the City Council of the municipality a written report of investment transactions for all funds.

FINANCIAL IMPACT:

There is none.

RECOMMENDATION:

Staff recommends Council approval for the record of the Quarterly Financial Report as presented.

ATTACHMENTS:

- 4th Quarter Financial Report

CITY OF SANSONM PARK
 QUARTERLY INVESTMENT REPORT
 JULY TO SEPTEMBER 2017

FUND	DESC	BALANCE 6/30/2017	DEPOSITS 9/30/2017	ACTIVITY WITHDRAWALS	INTEREST	BALANCE 9/30/2017	INSTITUTION	%YIELD/APR 9/30/2017	90 DAY T-BILL 9/30/2017
1. LOCAL GOVERNMENT INVESTMENT POOL - LOGIC:									
PF-WWS	LOGIC Water & Sewer CAP PROJ	2,521,507	-	-	8,035	2,529,542	LOGIC	1.28%	1.05%
PF-WWS	LOGIC Water & Sewer	6	-	-	-	6	LOGIC	1.28%	1.05%
GF	LOGIC General Fund	262,231	-	-	836	263,067	LOGIC	1.28%	1.05%
SR-CCPD	LOGIC CCPD Fund	968	-	-	3	971	LOGIC	1.28%	1.05%
SR-EDC	LOGIC EDC Fund	59,039	-	-	188	59,227	LOGIC	1.28%	1.05%
GF	LOGIC CIP	167,288	-	-	533	167,821	LOGIC	1.28%	1.05%
TOTAL LOCAL GOVERNMENT INVESTMENT POOL - LOGIC		3,011,039	-	-	9,595	3,020,634			
LOGIC WEIGHTED AVERAGE MATURITY (DAYS)		40							
LOGIC NET ASSET VALUE PER SHARE		\$ 1,000070							

2. CERTIFICATES OF DEPOSIT									
GF	Providence Bank (matures July 2018)	178,053	-	-	625	178,678	Providence	1.40%	1.05%
TOTAL CERTIFICATES OF DEPOSIT		178,053	-	-	625	178,678			

3. BANK ACCOUNTS:									
POOLED	Pooled Cash in Bank	562,631	1,136,305	(1,156,898)	59	542,097	Bank of Texas		
INS TRUST	Insurance Trust Cash Account	31,313	45,214	(47,523)	5	29,009	Bank of Texas		
POOLED	Payroll Cash Account	53	223,193	(223,190)	-	56	Bank of Texas		
PF-WWS	USDA Debt Service	7	32,048	(32,048)	0	7	Bank of Texas		
GF	BOT Police Forfeiture	5,632	-	-	1	5,633	Bank of Texas		
SR-EDC	Bank of Texas EDC	22,567	26,668	(18,222)	4	31,017	Bank of Texas		
SR-CCPD	Bank of TX - CCPD	153,601	38,443	(162,252)	34	29,826	Bank of Texas		
TOTAL BANK ACCOUNTS		775,803	1,501,871	(1,640,133)	103	637,644			

4. COLLATERALIZATION OF BANK ACCOUNTS:									
TOTAL FEDERAL SECURITIES		9/30/2017	9/30/2017						
		\$ 689,705	\$ 689,569						
BANK BALANCE			\$ 637,644						
FDIC COVERAGE			\$ (250,000)						
DIFFERENCE			\$ 387,644						
DIFFERENCE @ 102%			1,02						
AMOUNT TO BE COVERED BY COLLATERAL			\$ 395,397						

The undersigned serves as the Investment Officer for the City of Sansom Park. I certify that all instruments held in the City's investment portfolios for the period July 1, 2017 through September 30, 2017: (a) meet the investment guidelines and complied with the investment strategies as authorized by the City's Investment Policies, and (b) did not violate any applicable provisions of section 2256 of the Government Code of Texas.

SIGNED: *Chapelle Walker* DATE: 10/30/17
 SIGNED: *Wendy Blocker* DATE: 10/30/17



Sansom Park City Council

AGENDA REPORT

Meeting Date: November 2, 2017
Agenda Item: VII-1

Staff Contact: Ron Douglas
E-mail: rdouglas@sansompark.org
Phone: 817-626-3791 ext.104

SUBJECT: Discuss and consider approval of an Interlocal Agreement between the City of Sansom Park and Tarrant County, Texas for the County's assistance in the seal coating of 25th Street, 26th Street and Sherman Avenue, all being streets located within the City of Sansom Park.

BACKGROUND:

Seal coating of 25th Street, 26th Street and Sherman Avenue.

FINANCIAL IMPACT:

FY2017-18 budget has allocation in the street maintenance fund.

RECOMMENDATION:

ATTACHMENTS:

- Tarrant County Interlocal Agreement

THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF TARRANT

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Sansom Park ("CITY").

WHEREAS, the CITY is requesting the COUNTY'S assistance in the seal coating of 25th Street, 26th Street and Sherman Avenue, all being streets located within the CITY (referred to as the "Project").

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement; and

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement; and
- e. Both parties acknowledge that they are each a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

TERMS AND CONDITIONS

1. COUNTY RESPONSIBILITY

- 1.1 The COUNTY will furnish the labor and equipment to assist the CITY in completing the Project.

- 1.2 The project will consist of the asphalt penetrating chip surface treatment of the following CITY streets; 25th Street, 26th Street and Sherman Avenue being approximately 243,000 square feet.

2. CITY RESPONSIBILITY

- 2.1 CITY will furnish all materials for the Project and pay trucking charges.
- 2.2 CITY will furnish a site for dumping waste in close proximity to job site for materials generated during this project.
- 2.3 CITY will furnish all rights of way, plan specifications and engineering drawings.
- 2.4 CITY will furnish necessary traffic controls including Type A barricades to redirect traffic flow to alternate lanes during the construction phase of the Project; and
- 2.5 CITY will provide temporary driving lane markings.
- 2.6 If a Storm Water Pollution Prevention Plan is required, the CITY will be responsible for the design and development of the Plan. CITY will pay for all cost (including subcontractor materials, labor and equipment) associated with the implementation and maintenance of the Plan.

3. PROCEDURES DURING PROJECT

COUNTY retains the right to inspect and reject all materials provided for this Project.

If the CITY has a complaint regarding the construction of the project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of project completion. Upon expiration of 30 days after project completion, the CITY will be solely responsible for maintenance and repairs of the entire Project.

4. NO WAIVER OF IMMUNITY

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

5. OPTIONAL SERVICES

- 5.1 If requested by the CITY, the COUNTY will apply permanent striping coordinated through the Transportation Department to that part of the Project described in 1.2 above. Application of striping by the COUNTY is limited to those Project roadways. If the CITY desires permanent striping applied to any roadways or portions of roadways not covered by this Agreement, the CITY will need to enter into a

separate agreement with the COUNTY for the provision of those services.

- 5.2 If necessary, the CITY will furnish flag persons.
- 5.3 If required, the CITY will pay for engineering services, storm water run-off plans, and continuation of services and plan.
- 5.4 If a Storm Water Prevention Plan is provided by the CITY, the COUNTY will be responsible for the implementation and maintenance of the Plan during the duration of the Project.

6. TIME PERIOD FOR COMPLETION

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

7. THIRD PARTY

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

8. JOINT VENTURE & AGENCY

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

9. EFFECTIVE DATE

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

10. TERMINATION OF AGREEMENT

The initial term of this Agreement is until September 30, 2018 and will automatically renew for a like term thereafter unless terminated by either party in writing. Either party may terminate this Agreement at any time—either before the expiration of the initial term or after the renewal of any term thereafter—by providing the other party with 30-days written notice of termination. In the event of termination by either party, neither party shall have any obligations to the other party under this Agreement, except that the CITY is still liable for payment to the COUNTY for any outstanding invoice for the Project.

TARRANT COUNTY, TEXAS

David A. Whitley
COUNTY JUDGE

Date: October 3, 2017

J.D. Johnson
COMMISSIONER, PRECINCT FOUR
J.D. JOHNSON October 3, 2017

Attest:

Jafer Phelps

APPROVED AS TO FORM*
LEGALITY

[Signature]
Criminal District Attorney's Office*

October 3, 2017
* By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

CITY OF SANSOM PARK

Authorized City Official

Date: _____

Attest:

APPROVED AS TO FORM AND

Assistant City Attorney



Sansom Park City Council

AGENDA REPORT

Meeting Date: November 2, 2017
Agenda Item: VIII-1

Staff Contact: Angela Winkle, TRMC, CMC
City Administrator
E-mail: awinkle@sansompark.org
Phone: 817-626-3791 ext.103

SUBJECT: Hold a public hearing and consider adoption of Resolution No. 1014-17, a Resolution of the City Council of Sansom Park, Texas Expressing the City of Sansom Park's Support for the Housing Tax Credit Application for the Sansom Bluff Apartments; making findings; and providing an effective date.

BACKGROUND:

The multi family apartments for phase 3 of the 44 acre development will contain a certain number of units as affordable, which are units leased below market rate. There will also be market rate units available within the development as well. The developer receives tax credits for developing some of the markets as affordable which in turn helps raise equity for this project. The Texas Department of Housing and Community Affairs (TDHCA) oversee the tax credit program. TDHCA has requirement that the city the project is proposed to be developed in approve the project by Resolution. The Resolution is attached for the City Council's review and consideration.

FINANCIAL IMPACT:

There is none.

RECOMMENDATION:

Staff recommends Council approval of Resolution No. 1014-17.

ATTACHMENTS:

- Resolution No. 1014-17

RESOLUTION NO. 1014-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANSOM PARK, TEXAS, EXPRESSING THE CITY OF SANSOM PARK'S SUPPORT FOR THE HOUSING TAX CREDIT APPLICATION FOR THE SANSOM BLUFF APARTMENTS; MAKING FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, there has been proposed an affordable multi-family development for an approximate 240-unit apartment complex for a community generally located at 3100 La Junta, said development named Sansom Bluff in the City of Sansom Park, Tarrant County, Texas; and

WHEREAS, Sansom Bluff, LP, an affiliate of LDG Multifamily, LLC, a Texas corporation ("Developer"), has advised that it intends to submit an application, in accordance with the Texas Government Code, to the Texas Department of Housing and Community Affairs ("TDHCA") for 2017 or 2018 Non-Competitive (4%) Housing Tax Credits to finance a portion of the costs of the development for Sansom Bluff; and

WHEREAS, the City of Sansom Park is supportive of the preservation, improvement and the development of high-quality, affordable, accessible rental and ownership housing units for low income residents of the City; and

WHEREAS, because the Developer has advised that it plans to seek tax credits for the development of Sansom Bluff Apartments in the City of Sansom Park, the City of Sansom Park has studied the proposed development and is supportive of it, and a public hearing has duly been held about the proposed development, in accordance with applicable provisions of the Texas Government Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANSOM PARK, TEXAS, THAT:

SECTION 1

All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Sansom Park and they are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The City of Sansom Park, acting through its City Council (the "Governing Body"), hereby confirms: (1) Notice has been provided to the Governing Body in accordance with Texas Government Code, §2306.67071(a); (2) the Governing Body has had sufficient opportunity to obtain a response from Sansom Bluff, LP regarding any questions or concerns about the proposed Development; (3) the Governing Body has held a hearing at which public comment may be made on the proposed Development in accordance with Texas Government Code, §2306.67071(b); and (4)

after due consideration of the information provided by Sansom Bluff, LP and public comment, the Governing Body does not object to the proposed tax credit application for the proposed Sansom Bluff Apartments. Further, pursuant to the authority granted by the City Council, Sansom Bluff, LP, is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs.

SECTION 3

This Resolution shall take effect immediately upon passage.

DULY PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SANSOM PARK, TEXAS, ON THIS 2ND DAY OF NOVEMBER, 2017.

Jim Barnett, Jr., Mayor

ATTEST:

Wendy Blocker, City Secretary

APPROVED AS TO FORM:

Lee Thomas, City Attorney