



**AGENDA**  
**WATAUGA CITY COUNCIL**  
**VIDEOCONFERENCE MEETING**  
**MONDAY, NOVEMBER 23, 2020**  
**5:30 PM**

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Videoconference City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

If you wish to view-only, the meeting will be streamed "live" on our web-site at the normal location: <https://www.cowtx.org/1403/Agendas-and-Minutes>

If you wish to comment during the meeting, you may do so by registering using the form located at: <https://www.cowtx.org/publiccomment>. You will have the option to join the virtual meeting and comment "live" at the appropriate time using a computer, Android device, iOS device and/or a phone. Or, you can provide your comments at the time of registration and they will be read into the record for you.



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### CITY COUNCIL VIDEOCONFERENCE MEETING - NOVEMBER 23, 2020

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This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a Watauga Videoconference City Council Meeting of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

Members of the public are invited and encouraged to attend all public meetings that are not closed to the public in accordance with the Texas Open Meetings Act. Public input is encouraged during Public Testimony, Public Hearings or Action sections of a meeting agenda. As authorized by the Executive Orders issued by the Texas Governor, the City and is making special provisions to allow the public to comment at this meeting. The meeting will be hosted using WEBEX. "Live" participation is limited. A person desiring to comment "live," during the meeting must register in advance using this form. Once registered, citizens will be provided with the meeting link information on a first come, first served basis until all slots have been filled.

Citizens may also provide their comments in writing. ALL COMMENTS MUST BE RECEIVED NO LATER THAN 1 HOUR PRIOR TO THE MEETING. All written comments must comply with applicable decorum rules for comments made during a public meeting of the City Council to be read into the record. Up to three minutes shall be allotted for each written comment to be read into the record of the meeting. All timely comments will be read into the record of the meeting at the appropriate time during the meeting.

While reasonable efforts will be taken to gather comments received within the hour prior to the meeting or received during the meeting, all such comments are considered untimely and may not be recognized and read during the meeting.

First Name\*

Last Name\*

"Live" meeting space is limited and will be provided on a first come, first served basis. If you select the "live" meeting option, the WEBEX meeting details will be emailed to you at the e-mail address you provide during registration. You will be responsible for ensuring that you are available in the WEBEX meeting at the time public testimony is requested and that you have a microphone or have called in via telephone so that your comments can be heard.

A copy of the agenda packet for this meeting may be obtained here: <https://www.cowtx.org/1403/Agendas-and-Minutes>. A recording of this meeting will be made available on-line at the city's website as soon as practicable after the meeting.

## CALL TO ORDER

## ROLL CALL

**PUBLIC TESTIMONY FOR ACTION ITEMS** Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

## **ACTION ITEMS**

1. Discuss and consider action to authorize the City Manager to execute a contract for the purchase of a 2020 Chevrolet Suburban from Lake Country Chevrolet  
**Shawn Fannan, Fire Chief**  
**Sandra Gibson, Director of Finance**  
**Deby Woodard, Assistant Director of Finance**  
**Andrea Gardner, City Manager**

## **ADJOURNMENT**

### **Meeting Notices and Reservation of Rights**

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the to address a subject matter on the agenda. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

### NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, November 20, 2020, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary





## **AGENDA MEMORANDUM**

**DATE:** November 18, 2020

**TO:** Honorable City Council Members

**FROM:** Shawn Fannan, Fire Chief  
Sandra Gibson, Director of Finance  
Deby Woodard, Assistant Director of Finance

**THROUGH:** Andrea Gardner, City Manager

**SUBJECT:** Discuss and consider action to authorize the City Manager to execute a contract for the purchase of a 2020 Chevrolet Suburban from Lake Country Chevrolet

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### **BACKGROUND/INFORMATION:**

The City of Watauga received Coronavirus relief Funding from Tarrant County for expenses relating to COVID-19 response efforts. The Proposed Budget was submitted and approved by Tarrant County. The budget included various capital items that will assist with the COVID-19 public health emergency. The City would like to purchase a vehicle that will be dedicated to the public health emergency and response to COVID-19.

A quote was received from Lake Country Chevrolet for the purchase utilizing the Goodbuy Contract # 20-17. The City has been a member of the Goodbuy Cooperative since January 2016 which allows us to utilize contracts offered per Local Government Code Section 271.102 and Texas Government Code Chapter 791.

### **FINANCIAL IMPLICATIONS:**

Funds are budgeted utilizing the Tarrant County Coronavirus Relief Funding and Equipment Replacement Fund as needed.

### **RECOMMENDATION/ACTION DESIRED:**

City staff respectfully recommends the City Council authorize the City Manager to execute a contract to complete the purchase of a Suburban from Lake Country Chevrolet as presented.

### **ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. LAKE COUNTRY CHEVROLET QUOTE
2. LAKE COUNTRY CHEVROLET 1295 FORM

### **REVIEWED BY:**



## AGENDA MEMORANDUM

Deby Woodard, Assistant Director of Finance  
Sandra Gibson, Director of Finance  
Shawn Fannan, Fire Chief  
Andrea Gardner, City Manager  
George Hyde, Legal  
Andrea Gardner, City Manager  
*Approved as to form for inclusion on Agenda*

Created/Initiated - 11/18/2020  
Approved - 11/19/2020  
Approved - 11/19/2020  
Approved - 11/20/2020  
Approved - 11/20/2020  
Final Approval - 11/20/2020



## PRODUCT PRICING SUMMARY

GOODBUY 20-17 8F000 VEHICLES

VENDOR--LAKE COUNTRY CHEVROLET, 2152 N. WHEELER, JASPER, TX 75951

End User: WATAUGATX FIRE

Prepared by: SETH GAMBLIN

Contact: CHIEF FANNAN

Phone: 512.436.1313

Email: \_\_\_\_\_

Email: SGAMBLIN.SILSBEEFLEET@GMA

Product Description: CHEVROLET SUBURBAN

Date: November 12, 2020

A. Bid Item: \_\_\_\_\_

A. Base Price: \$ **38,812.00**

B. Factory Options

| Code | Options                        | Bid Price   | Code | Options                 | Bid Price |
|------|--------------------------------|-------------|------|-------------------------|-----------|
|      | 2020 CHEVROLET SUBURBAN FL 4X4 | \$ 4,793.83 |      | EXTERIOR- BLACK         |           |
|      | 5.5L V8 W/ AUTOMATIC           |             |      | INTERIOR BLACK CLOTH    |           |
|      | POWER WINDOWS AND LOCKS        |             |      |                         |           |
|      | REAR VIEW CAMERA               |             |      | CARPET FLOORING         |           |
|      | BLUETOOTH                      |             |      | REVERSE SENSING         |           |
|      | RUNNING BOARDS                 |             |      | REAR PRIVACY GLASS      |           |
|      | TOW PACKAGE                    |             |      | AUX BATTERY             |           |
|      | 3RD ROW SEAT                   |             |      | MAX TRAILER TOW PACKAGE |           |
|      | 18" ALUM WHEELS                |             |      |                         |           |
|      | 6 ADDITIONAL KEYS              |             |      |                         |           |

Total of B. Published Options: \$ **4,793.83**

Published Option Discount (5%) \$ **-**

C. Additional Options [not to exceed 25%]

\$= 26.5 %

| Options                                     | Bid Price   | Options                                       | Bid Price   |
|---------------------------------------------|-------------|-----------------------------------------------|-------------|
| SILSBEE FLEET INSTALL                       | \$ 9,765.00 | WHEEL LEDS SM -R/B RUNNING BOARDS X2 PER SIDE |             |
| WHEEL INNER EDGE FRT LIGHTBAR, R/B SPEAKER, |             | ION T SERIES REAR LICENSE PLATE R/B           |             |
| CENCOM CARBIDE                              |             | 911 WIRING HARNESS                            |             |
| DRIVERS SIDE SPOT                           |             |                                               |             |
| FL FLASHER KIT                              |             | OPS BOX WITH INSTALL (NEEDS TO BE INSTALLE    | \$ 1,795.00 |
| HAVIS CONSOLE                               |             |                                               |             |
| WHEEL DOMINATOR REAR GLASS R/B              |             |                                               |             |
| RANCH HAND GRILL GUARD - SUBURBAN           |             |                                               |             |
| ION T SERIES GRILL GUARD X4 R/B             |             |                                               |             |

Total of C. Unpublished Options: \$ **11,560.00**

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

\$ **-**

E. Lot Insurance (for in-stock and/or equipped vehicles):

\$ **-**

F. Contract Price Adjustment:

\$ **-**

G. Additional Delivery Charge: 306 miles

\$ **535.50**

H. Subtotal:

\$ **55,701.33**

I. Quantity Ordered 1 x K =

\$ **55,701.33**

J. Trade in: \_\_\_\_\_

\$ **-**

K. GOODBUY Administrative Fee (\$300 per purchase order)

\$ **300.00**

L. TOTAL PURCHASE PRICE INCLUDING GOODBUY FEE

\$ **56,001.33**

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

LAKE COUNTRY CHEVROLET  
SILSBEE, TX United States

Certificate Number:  
2020-691354

Date Filed:  
11/18/2020

Date Acknowledged:  
11-18-2020

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

WATAUGA

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

2020COVID  
VEHICLES

| 4 | Name of Interested Party | City, State, Country (place of business) | Nature of interest<br>(check applicable) |              |
|---|--------------------------|------------------------------------------|------------------------------------------|--------------|
|   |                          |                                          | Controlling                              | Intermediary |
|   | DONALSON, DREW           | SILSBEE, TX United States                | X                                        |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |
|   |                          |                                          |                                          |              |

5 Check only if there is NO Interested Party.

☐

### 6 UNSWORN DECLARATION

My name is SETH GAMBLIN and my date of birth is 12/24/1985

My address is 1211 US HIGHWAY 96 N. SILSBEE TX 77656 USA  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in HAYS COUNTY County, State of TEXAS, on the 18 day of NOVEMBER, 20 20  
(month) (year)

SETH GAMBLIN

Signature of authorized agent of contracting business entity  
(Declarant)