1. Called Council Agenda 8-4-2020

Documents:

2 AGENDA 8-4-2020.PDF

1.I. Minutes August 4, 2020

Documents:

MINUTES AUGUST 4,2020 CALLED.PDF

1.I.i. Called Council Packet 8-4-2020

Documents:

CALLED COUNCIL PACKET 8-4-2020.PDF

NOTICE OF CALLED MEETING
OF THE GOVERNING BODY OF THE
CITY OF HAMILTON, TEXAS
AUGUST 4, 2020

Notice is hereby given that a Called Council Meeting of the Governing Body of the City of Hamilton, Texas will be held on the 4th day of August, 2020 at 5:15 p.m. in City Hall, 200 East Main, Hamilton, Texas, concerning the following matters.

The City Council meeting will be open to the public. To allow for remote participation, people may view and listen to the meeting live via Zoom or Facebook. Citizens may also provide a citizen's presentation and address the council via Zoom connection. Instructions will be given during the meeting about how to address the Council. Sign in prior to the meeting date from your computer, tablet or smartphone: **https://tinyurl.com/yyyqz2ez**

Item No. II: Public Comments.

The City Council invites persons with comments on any agenda item to briefly address the Council. In addition, any member of the public can briefly address the Council on items not on the agenda for the limited purpose of determining whether the matter should be referred to staff for study and/or placed on a future agenda. State law prohibits the City Council from considering, discussing or taking any action on any item not listed on the posted agenda. This is a privilege granted by the City Council. Please keep your comments limited to three minutes or less. Citizens desiring to make public comments will need to log into the meeting via Zoom.

Item No. III: Public Hearing

Public Hearing: For the City of Hamilton submission of an application to the Texas Department of Agriculture for a 2020 Historic Main Street Texas Community Development Block Grant Program (TxCDBG) Grant.

Item No. III: Agenda Deliberations.

1. Consideration and/or Action, designating by Resolution, an engineering service provider to complete application and project related engineering services for the 2020 Historic Main Street Texas Community Development Block Grant funding.

2. Consideration and/or Action, adopting a Citizen Participation Plan for the City of Hamilton. Presented by Grant Works.

Item No. VII: Adjourn Regular Meeting

The City of Hamilton reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

I, the undersigned authority, do hereby certify that the above notice of meeting of the Governing Body of the City of Hamilton, Texas is a true and correct copy of said notice posted at City Hall of said City of Hamilton, Texas a place convenient and readily accessible to the General Public at all times, and said notice was posted July 24, 2020 at or before 5:00 p.m. The City of Hamilton encourages all citizens to attend via Zoom or Facebook.

_____

Misty Boatwright, City Secretary

City Hall is accessible to the disabled. Disabled individuals requiring a reasonable accommodation must submit a request 48 hours prior to the meeting to the City Administrator. Please call 254-386-8116.

MINUTES OF CALLED MEETING
OF THE GOVERNING BODY OF THE
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AUGUST 4, 2020

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Present for the meeting:

Mayor Jim McInnis
Councilmember Shelley Voges-Zoom
Councilmember Cody Morris
Councilmember George Beard-Zoom
City Administrator Ryan Polster
City Secretary Misty Boatwright

Absent: Mayor Pro-Tem Todd Jordan, Councilmember Justin Slone

Others present: Main Street Director Joni Hoxsey, Hamilton EDC Director Sarah Bauman, and Grant Works Representative Sherry McKibben.

Item No. I: Public Comments. None.

Item No. II: Mayor McInnis called the Public Hearing to order at 5:15p.m. for Citizen Comments on City of Hamilton submission of an application to the Texas Department of Agriculture for a 2020 Historic Main Street Texas Community Development Block Grant Program (TxCDBG) Grant. Sherry McKibben of Grant Works presented information on the Block Grant process. With no one present, Mayor McInnis adjourned the Public Hearing at 5:25 pm.

Item No. III: The Following agenda deliberations were discussed and/or action taken:

1. Resolution #34-20, Authorizing KSA to be the engineering service provider to complete application and project related engineering services for the 2020 Historic Main Street Texas Community Development Block Grant funding, passed unanimously with a Motion from Morris and a second by Beard.

2. Morris made a motion to adopt a Citizen Participation Plan Presented by Grant Works' Sherry McKibben for the City of Hamilton. The Motion was seconded by Beard and passed unanimously.

Item No. IV: Mayor McInnis adjourned the Called Council Meeting unanimously at 5:34pm with a Motion from Morris and a second from Beard.

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Jim McInnis, Mayor

_____
Misty Boatwright, City Secretary

City Of Hamilton, Texas

Called Council Meeting Packet

August 4, 2020

5:15 PM

200 E. Main Street

Hamilton, TX 76531

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CITY OF HAMILTON, TEXAS
AUGUST 4, 2020

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Item No. III: Public Hearing

Public Hearing: For the City of Hamilton submission of an application to the Texas Department of Agriculture for a 2020 Historic Main Street Texas Community Development Block Grant Program (TxCDBG) Grant.

Item No. III: Agenda Deliberations.

1. Consideration and/or Action, designating by Resolution, an engineering service provider to complete application and project related engineering services for the 2020 Historic Main Street Texas Community Development Block Grant funding.

2. Consideration and/or Action, adopting a Citizen Participation Plan for the City of Hamilton. Presented by Grant Works.

Item No. VII: Adjourn Regular Meeting

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Misty Boatwright, City Secretary

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CITY OF HAMILTON

Agenda Item # 1

For Council Action

August 4, 2020

To: Honorable Mayor and City Council
From: Ryan W. Polster, City Administrator

Subject: Consideration and/or Action adopting a resolution designating an engineering service provider to complete application and project related engineering services for the Texas Department of Agriculture's 2020 Texas Community Development Block Grant Downtown Revitalization/Main Street funding.

Background:
The 2020 TxCDBG Community Development Block Grant Downtown Revitalization/Main Street Fund contract requires implementation by professionals experienced in the administration of federally-funded community development projects. In order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration services and a Request for Qualifications (RFQ) for engineering services has been completed in accordance with Texas CDBG requirements.

The proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service.

Recommendation: Council approve/accept professional services listed below:

Section 1. That KSA Engineers, Inc. be selected to provide Texas CDBG application and project-related professional engineering services for the 2020 Texas Community Development Block Grant Downtown Revitalization/Main Street Project.

Section 2. That any and all project-related services contracts or commitments made with the above-named service provider are dependent on the award of 2020 Texas Community Development Block Grant funds and successful negotiation of a contract with the service provider.

RESOLUTION 34-20

A RESOLUTION OF THE CITY OF HAMILTON, TEXAS, AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 2020 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) DOWNTOWN REVITALIZATION/MAIN STREET FUND.

WHEREAS, the 2020 contract requires implementation by professionals experienced in federally funded community development projects;

WHEREAS, in order to identify a qualified and responsive provider for these services a Request for Qualifications (RFQ) for engineering services has been completed in accordance with TxCDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive provider for professional services giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

Section 1. That KSA Engineering, Inc. be selected to provide Texas CDBG application and project-related **professional engineering services** for the 2020 Texas Community Development Fund Downtown Revitalization/Main Street project.

Section 2. That any and all project-related services contracts or commitments made with the above-named service provider are dependent on the award of 2020 Texas Community Development Block Grant funds and successful negotiation of a contract with the service provider.

PASSED AND APPROVED ON August 4, 2020.

APPROVED:

_____

Jim McInnis, Mayor

ATTEST:

_____

Misty Boatwright, City Secretary

HAMILTON HISTORIC MAIN STREET
PO Box 224 | 103 1/2 North Rice Street
Hamilton, Texas 76531
mainstreet@hamiltontexas.com | 512-784-5610

August 4, 2020

The Honorable Jim McInnis
Mayor
City of Hamilton
200 East Main Street
Hamilton, Texas 76531

To The Honorable Jim McInnis:

The Hamilton Historic Main Street's TxCDBG Evaluation Team sent a Request for Qualifications for the 2020 Texas Community Development Block Grant for the Main Street program opportunity. The requests were sent and publicized on July 23, 2020, with a deadline of August 3, 2020. The following four proposals were received:

- KSA (Received 7-30-20)
- Enprotec / Hibbs & Todd (Received 7-31-20)
- Jacob Martin (Received 8-3-20)
- MRB Group (Received 8-3-20)

The Evaluation Team met the morning of August 4, 2020, to review all RFQs. The team would like to recommend to Hamilton City Council to approve KSA as the engineer for the application process.

Thank you for your support of the Main Street program and this specific project opportunity.

Sincerely,

Joni Hoxsey, MBA
Main Street Manager