

**EVERMAN
CITY COUNCIL
REGULAR MEETING
AGENDA
Tuesday, February 9, 2021
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, February 9, 2021 at 6:30pm, via Zoom with the following agenda:

SOME MEMBERS OF THE CITY COUNCIL MAY PARTICIPATE VIA TELEPHONE OR VIDEO CONFERENCE. A QUORUM MAY OR MAY NOT BE PHYSICALLY PRESENT IN THE CITY COUNCIL CHAMBERS (Tex.Gov't § Code 551.127 (a-2)). CITIZENS WISHING TO MAKE COMMENTS SHOULD EMAIL: mcparks80@gmail.com CITIZENS COMMENTS RECEIVED PRIOR TO THE MEETING ADJOURNED WILL BE READ TO THE COUNCIL.

To view this meeting on live stream due to the Cov-19 please refer to evermantx.us/citycouncilivestream, and to make any comments for citizens comments please call 817-528-0697 or send them via email at mcparks80@gmail.com during the meeting.

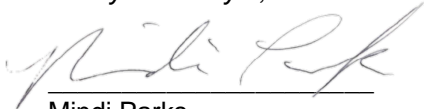
1. Meeting called to order.
2. Invocation.
3. Pledge of Allegiance.
4. Consent Agenda:
 - A. Reading of Minutes of the previous meetings:**
 1. January 5, 2021 Work Session Meeting
 2. January 12, 2021 Regular Meeting
 - B. Financial Reports:**
 1. January 2021
5. Discussion Items:
 1. Presentation of the Annual Report-[21066](#)
 2. Potential Traffic Pattern Change- Wichita St. & N. Race St.-[21065](#)
 3. 2021 Proposed Everman Water Rates- [21068](#)
6. New Business:

Consideration and Possible Action:

 1. Consideration and approval of a Memorial Mural for fallen Officer Alexander Arango on the Southern wall of the Public Works Building. - [21062](#)
 2. Consideration and action to approve Ordinance #766 an Ordinance calling a Special Election to be held in the City of Everman, Texas on May 1, 2021, to submit a proposition on the reauthorization of the local sales and use Tax at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets; making provision for the conduct of such election; approving a joint election with Tarrant County; resolving other matters incident and related to such elections; and an effective date. - [21064](#)
 3. Consideration and action to approve Budget Amendments as presented by the Everman Finance Director. – [21067](#)
7. **Executive Session**-Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by law. Additionally, Council may convene into Executive Session to discuss the following:
 - A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney pursuant to Section 551.071.
 - B. Discussion regarding possible Purchase, Sale, Exchange, Lease, or Value of Real Property, Pursuant to Section 551.072.
 - C. Personnel Matters pursuant to Section 551.074.
 1. Board and Commission Members- [21063](#)
8. The Council may convene into Executive Session anytime to discuss items that are on the agenda.
9. City Managers Report- Craig Spencer
10. Mayor's Report: Mayor Ray Richardson

11. Citizen's comments.
12. Adjourn.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday February 5, 2021.



Mindi Parks
City Secretary

City Hall is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpretative services must be made 48 hours prior to the meeting. To make arrangements, call 817.293.0525 or TDD 1.800.RELAY TX, 1.800.735.2989.

**EVERMAN
CITY COUNCIL
WORK SESSION
MINUTES
Tuesday, January 5th, 2021
6:30 P.M.**

There will be a Work Session held by the Everman City Council on Tuesday, January 5th, 2021 at 6:30 p.m. via remote access with Zoom with the following agenda:

SOME MEMBERS OF THE CITY COUNCIL MAY PARTICIPATE VIA TELEPHONE OR VIDEO CONFERENCE. A QUORUM MAY OR MAY NOT BE PHYSICALLY PRESENT IN THE CITY COUNCIL CHAMBERS (Tex.Gov't § Code 551.127 (a-2)). CITIZENS WISHING TO MAKE COMMENTS SHOULD EMAIL: mcparks80@gmail.com CITIZENS COMMENTS RECEIVED PRIOR TO THE MEETING ADJOURNED WILL BE READ TO THE COUNCIL.

To view this meeting on live stream due to the Cov-19 please refer to evermantx.us/citycouncil livestream, and to make any comments for citizens comments or the Public Hearing please call 817-528-0697 or send them via email at mcparks80@evermantx.net during the meeting.

Ray Richardson	*	Mayor
Linda Sanders	*	Council Member, Place 1
Johnnie Allen	*	Council Member, Place 3
Susan Mackey	*	Mayor Pro-Tem
Judy Sellers	*	Council Member, Place 5
Miriam Davila	*	Council Member, Place 6
Absent:		
Kelly Denison	*	Council Member, Place 2
Others Present:		
Mindi Parks	*	City Secretary
Craig Spencer	*	City Manager
Susanne Helgesen	*	Finance Director
Landon Whatley	*	Assistant Fire Chief

1. Meeting called to order.

Mayor Richardson called meeting to order at 6:33pm.

2. Presentation:

1. Law Enforcement Presentation-[21040](#)

City Manager Spencer stated that Officer Kilgore has served for us for 27 years and he is now being promoted to Corporal Kilgore. Craig then administered the Oath and he is now Corporal Kilgore. At this time his wife put his pen on him. City Manager Spencer then stated that Sargent Alex Arango's family is here and his wife Anita Arango and wanted to present her with some letters and stuff that had been sent for her. He stated there has been a tremendous amount of support shown to his family. No, words could describe how appreciative Craig is for this. He started with the letter from Governor Greg Abbot commending and appreciating the work and time and dedication for this community. This was a big thanks form him. Craig also had a Medal of Honor and a flag that he presented to Anita Arango. Craig also stated to council and his family that the family and all Police Department will be flown at no cost to see Alex Arango put on the Wall of Honor. This will be in May and everyone is excited to be apart of this. Council Member Allen wanted to include thanking the Arango Family for all the donations that they made in our city and for all the citizens. Mayor Richardson announced a short brief recess. Mayor announced brief recess to be over at 7:52pm.

3. Discussion Items:

1. Discussion regarding an ordinance authorizing the issuance of "City of Everman, Texas Tax Notes, Series 2021"- [21043](#)

City Manager Spencer stated that Andrew Friedman was present to answer any question and update council where this is. Andrew stated that they will be receiving bids next week before meeting so that this can be posted for consideration. The recommendation will be for the lowest bid. The asking Tax Note is for \$525,000.00 which \$500,000 will go to the city and the \$25,000 will be for the cost of the issuance. Those bids will be received the day of the meeting at 12:00 noon to be presented at the meeting. It was stated to council that the purchase of the property next to city hall is not in this amount. Andrew said that this Tax Note would be about \$80,000 for 7 years for the payments for this. When final interest is in place, we will know but it will be around \$80,000 a year. EDC will pay for this amount every year per their approval.

2. City of Everman Personnel Manual Update- [21044](#)

City Manager Spencer stated that the changes made have already been implemented and just not updated in the Policy Manual. We are currently operating on this update. This will go on the next regular meeting for approval.

3. Consideration of the City of Everman, Newspaper of Record- [21041](#)

City Manager Spencer explained to council that our Newspaper of Record is Star-Telegram and this has raised some questions due to a \$5,000 bill that we received for a legal posting. After Craig spoke to our Engineer, he stated that he informed Craig that the firms looking for these projects mainly use the Commercial Recorder and these projects are listed there. Craig stated that we can still use Star-Telegram in addition to Commercial Recorder. The Commercial Recorder is available at City hall also. Council is in agreeance to using Commercial Recorder and this will go on the next meeting for approval.

4. City of Everman Fee Schedule; Library Fees- [21047](#)

City Manager Spencer stated that the Library fees have not been incorporated into the fee schedule at all and they legally need to be. Craig also stated that Billy Manus was on the Zoom meeting by phone and has done a review on the Library fees and has made his recommendation on what they should be which is what has been submitted to you for your consideration. He will be explaining how he came up with these fees and council will be presented with an ordinance amending the fee schedule with these fees updated in it. Billy explained that he compared with other cities and their fees are much higher. Crowley charges \$15 a year per person and \$10 for each additional person. Dallas was \$250 year per person. Another city was charging \$50 a year per person and another one charged \$35 per year per person. Billy also stated that it is about 50/50, residents to non-residents using our Library. Council likes the fees and this will be on the next meeting for approval.

5. Interlocal Agreement with the City of Fort Worth for Flood Warning System- [21042](#)

Craig stated since the flood in 2018, we have been working on enhancing our prewarning capabilities, how we are going to perform a Flood Study, mitigation and all sorts of other things. This started thanks to our Tarrant County Emergency Management Coordinator. Craig asked him how they got the Emergency Warning System on Everman Parkway. He explained to Craig that they get a grant funding for the equipment. Craig asked how they could help with us on getting something in our flooding concern areas around Race. He explained to Craig that Fort Worth could cover the cost of the equipment under the grant and would be no cost to the city. We would however be responsible for the cost of installation. This would be done by Bean Electrical and Fort Worth would maintain that system for however long our council and their council come up with. The initial time is three (3) years in the agreement but that can be negotiated. Council would like longer than three (3) years, around 5-7 years. Craig is also waiting on the estimate from Bean Electrical now. The ballpark figure is around \$15,000-\$30,000 and once Craig gets a better number he will be looking into funding for this amount since there is no grants for the installation. This may come before council very soon.

6. Trash Pickup- [21046](#)

Council Member Allen has some concerns about the trash pickup over the Christmas Holiday. Allen was told and other citizens to put out their trash and recycling and it would be pick up. This did not happen; the recycling was the only thing picked up. Craig explained that him and city staff had several conversations with Waste Connections and it was a very big miscommunication. Allen feels there should be plan in the future with Holidays and that the trash is more volume than recycling and that would need to be picked up or just wait until after Christmas if they can't do before. Waste Connections will not pickup on Holidays. We

will make sure to communicate better for the next Holidays so that this don't happen gain and all citizens know the procedure for there holiday trash. It was added that they do not have staffing issues and are not shorthanded. Also, we will be looking at contract for these holidays and maybe come up with days other than those to help the trash build up on these holidays.

4. **Executive Session**-Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by law. Additionally, Council may convene into Executive Session to discuss the following:
 - A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney pursuant to Section 551.071.
 - B. Discussion regarding possible Purchase, Sale, Exchange, Lease, or Value of Real Property, Pursuant to Section 551.072.
 1. Forest Hill Drive- [21045](#)
 - C. Personnel Matters pursuant to Section 551.074.Executive Session opened at 7:35pm and closed at 7:44pm. **NO ACTION TAKEN**
5. The Council may convene into Executive Session anytime to discuss items that are on the agenda.
6. **City Manager's Report**- Craig Spencer
Craig wanted to add that the staff has been working hard to get more of our forms available online. So now, the citizens, and business owners have the ability to apply for permits. Citizens can also apply for water and sewer service online.
7. **Mayors Report** – Mayor Ray Richardson
NONE
8. **Citizens comments:**
NONE
9. **Adjourn.**
Mayor Richardson adjourned the meeting at 7:47pm.

Mindi Parks
City Secretary

**EVERMAN
CITY COUNCIL
REGULAR MEETING
MINUTES
Tuesday, January 12, 2021
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, January 12, 2021 at 6:30pm, via Zoom with the following agenda:

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Ray Richardson	*	Mayor
Linda Sanders	*	Council Member, Place 1
Kelly Denison	*	Council Member, Place 2
Johnnie Allen	*	Council Member, Place 3
Judy Sellers	*	Council Member, Place 5
Miriam Davila	*	Council Member, Place 6
Absent:		
Susan Mackey	*	Mayor Pro-Tem
Craig Spencer	*	City Manager
Others Present:		
Mindi Parks	*	City Secretary
Landon Whatley	*	Assistant Fire Chief
Susanne Helgesen	*	Finance Director
Mike Nicoletti	*	EDC Director

1. Meeting called to order.
Mayor called meeting to order at 6:30pm.
2. Invocation.
3. Pledge of Allegiance.
4. Consent Agenda:
 - A. Reading of Minutes of the previous meetings:**
 1. December 1, 2020 Work Session Meeting
 2. December 8, 2020 Regular Meeting
 3. December 15, 2020 Special Meeting
 - B. Financial Reports:**
 1. December 2020
Motion was made by Council Member Sellers and seconded by Council Member Denison to approve the Consent Agenda as shown. **Council Members Sanders, Denison, Sellers, Davila and Mayor voted AYE and Council Member Allen voted NO.**
5. New Business:
Consideration and Possible Action:
 1. Consideration and approval of an ordinance by the City Council of the City of Everman, Texas authorizing the issuance of "City of Everman, Texas Tax Notes, Series 2021", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; authorizing the execution of any necessary engagement agreement with the City's Financial Advisors; and providing an effective date. - [21048](#)
Motion was made by Council Member Sellers and seconded by Council Member Sanders to approve an ordinance by the City Council of the City of Everman, Texas authorizing the issuance of "City of Everman, Texas Tax Notes, Series 2021", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; authorizing the execution of any necessary

- engagement agreement with the City's Financial Advisors; and providing an effective date. **ALL VOTED AYE**
2. Consideration and action to approve City of Everman Personnel Manual Update as presented by the City Manager. – [21049](#)
Motion was made by Council Member Sellers and seconded by Council Member Sanders to approve City of Everman Personnel Manual Update as presented by the City Manager. **ALL VOTED AYE**
 3. Consideration and action to approve authorizing the purchase of real property located at 408 West Trammel Avenue, legally described as Race's Addition, Block 2, Lots 6, 7 & 8 in the amount of \$135,000.00 plus all closing cost. – [21050](#)
Motion was made by Council Member Sellers and seconded by Council Member Denison to approve authorizing the purchase of real property located at 408 West Trammel Avenue, legally described as Race's Addition, Block 2, Lots 6, 7 & 8 in the amount of \$135,000.00 plus all closing cost. **Council Members Sanders, Denison, Sellers, Davila and Mayor voted AYE and Council Member Allen Voted NO.**
 4. Consideration and action to approve Ordinance #764- an ordinance by the City of Everman, Texas amending the code of ordinances by revising the fee schedule of the city for licenses, permits or other services of the city where required by ordinance, resolution or order, providing that future revisions of the fee schedule shall be permitted by resolution of the city council, providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for publication; and providing an effective date.- [21051](#)
Motion was by Council Member Sellers and seconded by Council Member Sanders to approve Ordinance #764- an ordinance by the City of Everman, Texas amending the code of ordinances by revising the fee schedule of the city for licenses, permits or other services of the city where required by ordinance, resolution or order, providing that future revisions of the fee schedule shall be permitted by resolution of the city council, providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for publication; and providing an effective date. **ALL VOTED AYE**
 5. Consideration and action to approve Budget Amendments related to the Cares Act as presented by the Finance Director. – [21052](#)
Motion was made by Council Member Denison and seconded by Council Member Sellers to approve Budget Amendments related to the Cares Act as presented by the Finance Director. **ALL VOTED AYE**
 6. Consideration and action to approve Budget Amendments as presented by the Finance Director- [21053](#)
Motion was made by Council Member Sellers and seconded by Council Member Sanders to approve Budget Amendments as presented by the Finance Director. **ALL VOTED AYE**
 7. Consideration and Action for approval of the Financial Policies as presented by the Finance Director- [21054](#)
Motion was made by Council Member Denison and seconded by Council Member Sellers to approve the Financial Policies as presented by the Finance Director. **ALL VOTED AYE**
6. **Executive Session**-Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by law. Additionally, Council may convene into Executive Session to discuss the following:
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 - C. Personnel Matters pursuant to Section 551.074.
- Did not convene into Executive Session.
7. The Council may convene into Executive Session anytime to discuss items that are on the agenda.
 8. City Managers Report- Craig Spencer
NONE
 9. Mayor's Report: Mayor Ray Richardson
NONE
 10. Citizen's comments.
NONE
 11. Adjourn.

Mayor Richardson adjourned the meeting at 6:58pm.

Mindi Parks
City Secretary



Friday, February 5, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21066

TYPE: Presentation

SUBJECT: Presentation of the Annual Report

What date would you like to have this item added: Tuesday, February 9, 2021

RECOMMENDATION:

No action required

DISCUSSION:

Annual Report will be distributed on Monday, February 8th, 2020.

Submitted for City Manager's Office by: C. W. Spencer

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer



Everman City Council Agenda Request

Agenda Tracking Number 21065

TYPE: Discussion

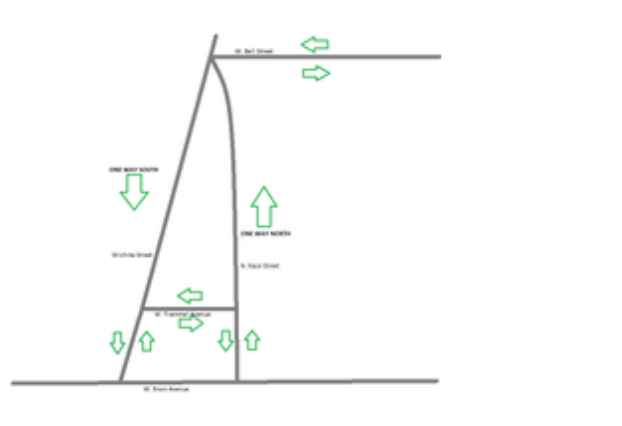
SUBJECT: Potential Traffic Pattern Change - Wichita St & N. Race St.

What date would you like to have this item added: Tuesday, February 9, 2021

RECOMMENDATION:
No action required at this time.

DISCUSSION:
As we continue with discussions regarding park improvements and overall development surrounding Pittman Park, it is a good opportunity to review overall traffic patterns and flow. After discussion with City Engineers, City Management would like to recommend changes be made to the traffic patterns of Wichita St and N. Race St. These changes will allow for smoother, uninterrupted traffic flow, additional curb side parking for visitors, guests and development and will assist with minimizing traffic collisions at the intersection of Wichita, Race & W. Bell St.

ATTACHMENTS:





**Submitted for City Manager's Office
by:**

C. W. Spencer

Originating Department:

City Manager's Office

Originating Department Head:

C. W. Spencer



Friday, February 5, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21068

TYPE: Discussion

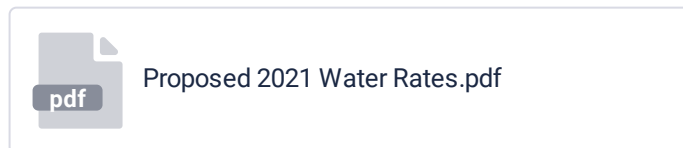
SUBJECT: 2021 Proposed Everman Water Rates

What date would you like to have this item added: Tuesday, February 9, 2021

RECOMMENDATION:
No action required at this time.

DISCUSSION:
As discussed in previous years, the City of Everman must evaluate our existing water rate schedule annually. Please review the attached proposed 2021 water rates.

ATTACHMENTS:



Submitted for City Manager's Office by: Susanne Helgesen

Originating Department: Finance Director

Originating Department Head: Susanne Helgesen



Everman City Council Agenda Request

Agenda Tracking Number 21062

TYPE:

Consideration and Possible Action

SUBJECT:

Approve a Memorial Mural for fallen Officer Alexander Arango on the southern wall of the Public Works Building.

What date would you like to have this item added: Tuesday, February 9, 2021

DISCUSSION:

A local mural artists has asked to paint a mural and tribute in honor of fallen law enforcement Officer Alex Arango on a building or wall within Everman. In discussions with the artists, we would like for this mural to be in a place that is easily visible and provide vibrant art for the public to see. In our search for an appropriate location that this might be possible, the southern wall of our Public Works Building became a location of interest. The artists inspected the wall and has said the texture is good for such a mural. We would like to propose that the City Council approve this location for such a mural. A photograph of the proposed location is attached with this requests, along with the Dallas Police Officer Zamarripa Mural that was completed by the same artist.

ATTACHMENTS:





**Submitted for City Manager's Office
by:**

C. W. Spencer

Originating Department:

City Manager's Office

Originating Department Head:

C. W. Spencer



Friday, February 5, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21064

TYPE:

Consideration and Possible Action

SUBJECT:

Approve Ordinance #766 - AN ORDINANCE CALLING A SPECIAL ELECTION TO BE HELD IN THE CITY OF EVERMAN, TEXAS ON MAY 1, 2021, TO SUBMIT A PROPOSITION ON THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX AT THE RATE OF ONE-FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION; APPROVING A JOINT ELECTION WITH TARRANT COUNTY; RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTIONS; AND AN EFFECTIVE DATE

What date would you like to have this item added: Tuesday, February 9, 2021

RECOMMENDATION:

It is recommended that the Everman City Council adopt Ordinance #766 regarding the upcoming May Special Election.

DISCUSSION:

Please see the attached proposed Ordinance

ATTACHMENTS:



Everman Ordinance Calling Special Election _...

Submitted for City Manager's Office by: Mindi Parks

Originating Department: City Secretary

Originating Department Head: Mindi Parks



Friday, February 5, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21067

TYPE:

Consideration and Possible Action

SUBJECT:

Approve Budget Amendments as presented by the Everman Finance Director

What date would you like to have this item added:

Tuesday, February 9, 2021

RECOMMENDATION:

It is recommended that the Everman City Council approve the attached budget amendments

DISCUSSION:

please see attached

ATTACHMENTS:



Budget Amendment #3.pdf

Submitted for City Manager's Office by:

Susanne Helgesen

Originating Department:

Finance Director

Originating Department Head:

Susanne Helgesen

Thursday, February 4, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21063

TYPE:

Executive Session

SUBJECT: Personnel Issues - Board and Commission Members

What date would you like to have this item added: Tuesday, February 9, 2021

RECOMMENDATION:

No recommendation at this time

DISCUSSION:

Executive Session

Submitted for City Manager's Office by: C. W. Spencer

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer