

**EVERMAN
CITY COUNCIL
REGULAR MEETING
AGENDA
Tuesday, April 13, 2021
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, April 13, 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: mparks@evermantx.net 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 mparks@evermantx.net during the meeting.

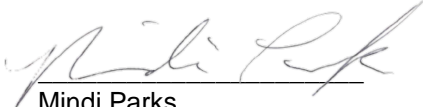
1. Meeting called to order.
2. Invocation.
3. Pledge of Allegiance.
4. Consent Agenda:
 - A. Reading of Minutes of the previous meetings:**
 1. March 2, 2021 Work Session/Special Meeting
 2. March 9, 2021 Regular Meeting
 - B. Financial Reports:**
 1. March 2021
5. Presentations:
 1. 2020 Financial Audit Presentation by Snow Garrett Williams- [21087](#)
 2. Mobile Food Vendors presented by Robyn Miga- [21081](#)
6. New Business:

Consideration and Possible Action:

 1. Approve Interlocal Agreement for Mobility On-Demand Service between the Fort Worth Transportation Authority and the City of Everman- [21091](#)
 2. Approve the utilization of the remaining 2013 Street Bond Funds, totaling \$59,991.00, for the replacement and repair of curb and gutters along North Race Street- [21093](#)
 3. Approve appointment of Sabrina Reck to the Everman Events Board- [21089](#)
 4. Approve appointment of Daniela Soria to the Economic Development Corporation- [21088](#)
 5. Approve the procurement of a Pierce Custom Enforcer Aerial HD Ladder 107' ASL, from Siddons-Martin Emergency Group, LLC, for the total purchase amount of \$1,041,826.64, being financed through a Tax-Exempt Financing option provided by Government Capital Corporation at 2.94% for a 10-year term; making annual payments of \$121,760.18- [21092](#)
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. Personnel Issues
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 April 9, 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/SPECIAL MEETING
MINUTES
Tuesday, March 2, 2021
6:30 P.M.**

There will be a Work Session/Special Meeting held by the Everman City Council on Tuesday, March 2, 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.

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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
Susan Mackey	*	Mayor Pro-Tem
Judy Sellers	*	Council Member, Place 5
Absent:		
Miriam Davila	*	Council Member, Place 6
Others Present:		
Mindi Parks	*	City Secretary
Craig Spencer	*	City Manager
Susanne Helgesen	*	Director of Finance
Landon Wayland	*	Assistant Fire Chief

1. **Meeting called to order.**
Mayor called meeting to order at 6:34pm.
2. **Presentation:**
 1. City Manager Commendation-[21071](#)
City Manager Craig Spencer presented the Water Department with a Commendation for the outstanding work that they did during the winter weather. The city never lost water completely and they worked around the clock to ensure that.
3. **Discussion Items:**
 1. Discussion regarding Capital Improvement Plan- [21070](#)
Craig informed council that he has been working on getting a CIP put into place for the city. This is something that has not been done correctly for some years. The previous CIP had no director input or guidance or more importantly there is no citizen input. The CIP will be created by our directors with different various projects and present to the Planning and Zoning Commission so that they can decide which projects are more important. This process started in August getting all information from the directors. Craig is hoping to see this complete by the Summer. Council Member Allen asked if the Electric sign was apart of the CIP, and Craig explained to her that it is not, but he could certainly do that. Council loves the idea and is excited to see this plan in the Summer when it is completed.
4. **Consideration and Possible Action:**

1. Consideration and action to approve the appointment of Richard Isarraraz to the Community Development Corporation Board- [21072](#)
Motion was made by Council Member Denison and seconded by Council Member Sanders to approve the appointment of Richard Isarraraz to the Community Development Corporation Board. **ALL VOTED AYE**

5. **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.
1. Board and Commission Members- [21069](#)
Executive Session was opened at 6:59pm and closed at 7:17pm.
Motion was made by Pro-Tem Mackey and seconded by Council Member Denison to approve sending Denise Douglass a letter to step down from Economic Development Corporation Board before removing her from the board. **ALL VOTED AYE**
Motion was made by Pro-Tem Mackey and seconded by Council Member Denison to remove Bobbie Montgomery and Ricky Murillo from the Events Board. **ALL VOTED AYE**
6. The Council may convene into Executive Session anytime to discuss items that are on the agenda.
7. **City Manager's Report**- Craig Spencer
NONE
8. **Mayors Report** – Mayor Ray Richardson
NONE
9. **Citizens comments:**
Johnnie Allen stated that due to the weather water bills have went up and have they considering waving anything off the water bills.
10. **Adjourn.**
Mayor Richardson adjourned the meeting at 7:55pm.

Mindi Parks
City Secretary

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

There will be a Regular Meeting held by the Everman City Council on Tuesday, March 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: mparks@evermantx.net CITIZENS COMMENTS RECEIVED PRIOR TO THE MEETING ADJOURNED WILL BE READ TO THE COUNCIL.

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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
Susan Mackey	*	Mayor Pro-Tem
Judy Sellers	*	Council Member, Place 5
Miriam Davila	*	Council Member, Place 6
Others Present:		
Mindi Parks	*	City Secretary
Craig Spencer	*	City Manager
Susanne Helgesen	*	Director of Finance
Michael Nicoletti	*	Director of EDC
Jeff Reed	*	Director of Public Works
Landon Whatley	*	Assistant Fire Chief
Ryan Mostad	*	Lead of Water Dept.
Edna Martinez	*	Director of Customer Service

1. Meeting called to order.

Mayor Richardson called meeting to order at 6:30pm.

2. Invocation.

3. Pledge of Allegiance.

4. Consent Agenda:

A. Financial Reports:

1. February 2021

Motion was made by Council Member Denison and seconded by Mayor Pro-Tem Mackey to approve the consent agenda as shown. **ALL VOTED AYE**

5. Presentation:

A. Swearing in Ceremony – Officer David Tatsak

City Manager Craig Spencer introduced David Tatsak and swore him in for his new position.

6. Discussion Items:

1. 2021 Winter Weather After Action Review report - 21073

City Manager Craig Spencer stated that he had a two hour meeting with all directors about the Winter Weather and had a lot of positive feedback. The Street and Water Department coming together as one and did a great job. The response was very good from all our departments involved with this disaster. There were some weaknesses identified. Craig had a report that was given to council with all these outlined and listing strengths, and areas for improvement. One thing identified was the lack of communication on the city part with the trash pick-up with Waste Connections. They did pick up the trash and also there was a mail issue and there is lack of

communication with the postal service to be able to relay this information to our citizens. Also, we have poor installation at our wellsite which needs to be improved and as well as lots of other things that are listed on that report to council. With finding all the issues Craig and staff were able to come up with some action items for these issues. An immediate issue that came up is on the Box Blade because from the damage from the freezing temperatures, lines on the machine froze up and led to it not being functional and able to use and no longer running at all. So, that left only one back hole operational and Street Department, Water and outside contractors having to share this one Back hole. This created a lot of issues. This means we need a new Box Blade explained Craig and also a new Skid Steer or Mini Excavator. Which is on the agenda for approval tonight. Some of the Action items that we need to take or get for the future is on the CIP and some need to be added at this time. Another concern is where to store this heavy machinery to protect it from the weather and just being exposed causing problems in the future with this machinery. The list of Action items that are in the report, most can be budgeted in our operating budget and some may need to be put in the CIP. Craig wants council to review this report and get with him with any questions they may have. The Box Blade is a tractor that can smooth out and clean curbs, has a front-end loader and helps to open and clean areas they are needing to work. Craig pulled up a picture to show the council to give them idea what it is and what it does. This machinery is used daily and we need to replace this ASAP. Also, we have a place to store this machinery put in the CIP. A building for storage for these big machines. Again, these problems that were identified in the disaster will be either included with the operational budget or put into the CIP if it is not already. This CIP is a fluid document so Craig wanted to make sure council knows this can be changed at any time. Landon with the Fire Department came up to answer questions for council for the CIP. Johnnie Allen asked if everything he has on there urgent and needed. Landon explained that yes everything on there is a life safety issue. Landon has also submitted grants for some of the small ticket items like equipment every year and we did not qualify. We are in too good of position based on financially to get these grants. Landon will try every year for these grants. The most needed on his CIP is the Apparatus, and personnel. Stretchers they have are also out dated. Landon stated his main goal is safety. He also explained that he needs an Arial Device to fight attack fires and upstairs, with multi floors in the schools. Only way to fight those fires is an Arial Device. He is shooting for an ISO1 rating so he can save the citizens money annually on your insurance with a higher level of protection. Mayor stated he had concerns and will get with Landon on those. Anything that is high priority on this CIP needs to be discussed sooner than later and especially the necessities for all departments. Sidewalks will need to be replaced and Jeff said that is a priority and should be fully replaced. It is dangerous for children and we need a safe walk way for them. To conclude this there is a Jet vac system and this is needed to run a sewer main to keep them going. After the freeze this broke and we have to borrow from Fort Worth. These items will be reviewed more by the council but they all agree and know that these CIP items can be changed at any time. This will be ongoing discussion.

2. Water Rates - 21079

Craig stated that the Water system is not sustainable under the current water rates. The parts of the system are dilapidated and outdated. Also, the residential and commercial rates are identical. Other departments/funds are currently utilized to supplement water system operations. Craig stated that the city is dependent upon the City of Fort Worth to maintain system minimums and there is no allocation within the budget for Water and Sewer Fund Reserves. The current Water and Sewer Fund Reserve is \$10,275. The General fund covers many expenses including vehicles, fuel, maintenance, insurance, and heavy machinery. Craig has shared his screen at this time showing council the goals also for the Water System. He listed things that need to be done, and the main thing was to have a built Reserve balance that will cover 3 months of operation in the event of a catastrophic event. Again, Craig explained that we need to be up to rates with like size cities and we are very below that. He showed some examples to council. To conclude this, he added that the Water System should operate on its own. This will be on the Work Session next month.

7. New Business:

Consideration and Possible Action:

1. Approve and Adopt the 2021 Capital Improvement Plan as presented by the City Manager - 21074
Motion was made by Council Member Denison and seconded by Council Member Sanders to approve and adopt the 2021 Capital Improvement Plan as presented by the City Manager. **ALL VOTED AYE**
2. Approve the purchase from HOLT Texas, LTD, d/b/a HOLT CAT, for a new CAT 415F2 Industrial Loader, in the total estimated amount of \$77,428.85, through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard) utilizing Street Improvement Tax Funds. - 21077
Motion was by Council Member Sellers and seconded by Council Member Denison to approve the purchase from HOLT Texas, LTD, d/b/a HOLT CAT, for a new CAT 415F2 Industrial Loader, in the total estimated amount of \$77,428.85, through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard) utilizing Street Improvement Tax Funds. **ALL VOTED AYE**
3. Approve the procurement of a 2021 Caterpillar Skid Steer Model 262D3, from HOLT Texas, LTD d/b/a HOLT CAT, through a Governmental Lease Program, utilizing Street Improvement Tax Funds,

over a period of four (4) years for a total approximate financed amount of \$46,989.58 at a Fixed Interest Rate of 2.9900%, making annual payments approximately \$12,271.29. – 21078
Motion was made by Council Member Denison and seconded by Council Member Sanders to approve the procurement of a 2021 Caterpillar Skid Steer Model 262D3, from HOLT Texas, LTD d/b/a HOLT CAT, through a Governmental Lease Program, utilizing Street Improvement Tax Funds, over a period of four (4) years for a total approximate financed amount of \$46,989.58 at a Fixed Interest Rate of 2.9900%, making annual payments approximately \$12,271.29. **ALL VOTED AYE**

8. **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.

1. Personnel Issues - 21076

DID NOT CONVENE INTO EXECUTIVE SESSION.

The Council may convene into Executive Session anytime to discuss items that are on the agenda.

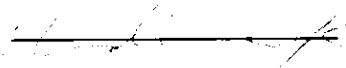
9. **City Managers Report**- Craig Spencer
Craig informed council that they are not far from breaking ground at the Fire Station and he will get a date to the council for that. Also, the library is being redone on the inside due to the flood that happened inside so it will be closed until it is complete.
10. **Mayor's Report**: Mayor Ray Richardson
NONE

11. Citizen's comments. NONE

12. Adjourn.

Mayor Richardson adjourned meeting at 7:21 pm.

Monday, March 9, 2010



Mindi Parks,



Thursday, April 8, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21087

TYPE: Presentation

SUBJECT: 2020 Financial Audit Presentation by Snow Garrett Williams

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

No recommendation at this time.

DISCUSSION:

The Snow Garrett Williams Certified Public Accountants firm will be presenting the 2020 Financial Audit and findings to City Council. Reports will be made available and delivered to City Council Members the day of the meeting.

Submitted for City Manager's Office by: Susanne Helgesen

Originating Department: Finance Director

Originating Department Head: C. W. Spencer



Everman City Council Agenda Request

Agenda Tracking Number 21081

TYPE: Discussion

SUBJECT: Mobile Food Vendors

What date would you like to have this item added: Tuesday, April 6, 2021

RECOMMENDATION:
No recommendation at this time.

DISCUSSION:
City Council previously discussed the desire to allow mobile food establishments within the city limits of Everman under certain conditions and regulations. Robyn Miga is a Consulting Planner with our law firm and has assisted with this endeavor. Robyn will be presenting her recommendations and plans to the City Council for your consideration.

ATTACHMENTS:  MEMO -Everman Food Trucks - FINAL3.31.20...

 ORDINANCE - FEE SCHEDULE - 3.31.2021.pdf

 ORDINANCE - MOBILE FOOD TRUCK EVERM...

 PRESENTATION - EVERMAN - Mobile Food V...

Submitted for City Manager's Office by:

C. W. Spencer

Originating Department:

City Manager's Office

Originating Department Head:

C. W. Spencer



Thursday, April 8, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21091

TYPE:

Consideration and Possible Action

SUBJECT:

Approve Interlocal Agreement for Mobility On-Demand Service Between the Fort Worth Transportation Authority and the City of Everman, Texas

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

It is recommended that the City of Everman approve the ILA for on demand transportation services. The Fort Worth Transportation Authority has agreed to notify the public that this is a pilot program and will assist with seeking supplemental funding that may be available to continue this program after two years.

ATTACHMENTS:



ILA 094 - Everman MOD Draft_RW.pdf

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer

Friday, April 9, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21093

TYPE:

Consideration and Possible Action

SUBJECT: Approve the utilization of the remaining 2013 Street Bond Funds, totaling \$59,991.00, for the replacement and repair of curb and gutters along North Race Street.

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

It is recommended that the Everman City Council authorize the utilization of these funds for the replacement of curb and gutter along North Race Street.

DISCUSSION:

North Race Street is in desperate need of repair. Prior to performing street repairs/rebuilds, it is recommended that the Everman City Council authorize the replacement/repair of curbs and gutters along this roadway.

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer



Thursday, April 8, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21088

TYPE:

Consideration and Possible Action

SUBJECT: Appointment of Daniela Soria to the Economic Development Corporation

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

It is recommended that the Everman City Council appoint Daniela Soria to the Economic Development Corporation.

DISCUSSION:

Please see the attached application.

ATTACHMENTS:



Daniela-Soria-EDC.pdf

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer



Thursday, April 8, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21089

TYPE: Consideration and Possible Action

SUBJECT: Appointment of Sabrina Reck to the Everman Events Board

What date would you like to have this item added: Tuesday, April 13, 2021

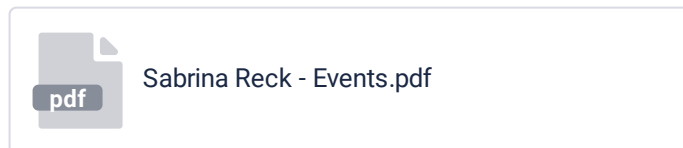
RECOMMENDATION:

It is recommended that the Everman City Council appoint applicant Sabrina Reck to the Everman Events Board

DISCUSSION:

Please see the attached board membership application.

ATTACHMENTS:



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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer



Friday, April 9, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21092

TYPE:

Consideration and Possible Action

SUBJECT:

Approve the procurement of a Pierce Custom Enforcer Aerial HD Ladder 107' ASL, from Siddons-Martin Emergency Group, LLC, for the total purchase amount of \$1,041,826.64, being financed through a Tax Exempt Financing option provided by Government Capital Corporation at 2.94% for a 10-year term; making annual payments of \$121,760.18.

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

It is recommended that the Everman City Council approve the procurement of the 107' Aerial Quint for the Everman Fire Department

DISCUSSION:

Please see the attached Capital Improvement Plan Request, detailing the needs and discussion of this vehicle.

ATTACHMENTS:



Everman107Ascendant drawing.pdf



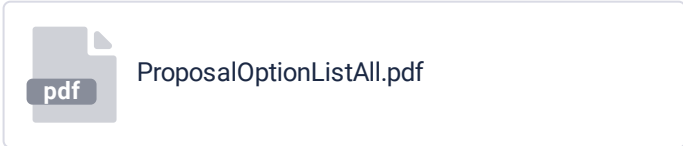
GC financing figures.pdf



Proposal - Everman Pierce 107 Ascendant.pdf



ProposalDetailAll.pdf



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

Landon Whatley

Originating Department:

Everman Fire Department

Originating Department Head:

C. W. Spencer



Thursday, April 8, 2021

Everman City Council Agenda Request

Agenda Tracking Number 21090

TYPE: Executive Session

SUBJECT: Personnel Issues

What date would you like to have this item added: Tuesday, April 13, 2021

RECOMMENDATION:

Executive Session

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