



**EVERMAN
CITY COUNCIL
REGULAR MEETING
AGENDA
Tuesday, September 14, 2021
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, September 14, 2021 at 6:30pm, at 212 North Race Street with the following agenda:

- 1. Meeting called to order.**
- 2. Invocation.**
- 3. Pledge of Allegiance.**
- 4. Consent Agenda:**
 - A. Reading of Minutes of the previous meetings:**
 1. July 6, 2021 Work Session/Budget Workshop Meeting
 2. July 13, 2021 Regular Meeting
 - B. Financial Reports:**
 1. August 2021
- 5. Citizen's comments**
- 6. Discussion Items:**
 1. Scenic City Certification Program- Workshop- [21173](#)
 2. Review Master Service Agreement with Cobb, Fendley & Associates, Inc.- [21170](#)
- 7. New Business:**

Consideration and Possible Action:

 1. Consideration and action to approve Master Service Agreement with Cobb, Fendley & Associates, Inc. for the purposes of conducting Capital Improvement Studies and the implementation of Impact Fees – [21170](#)
 2. Consideration and action to approve authorizing the City Manager to plan and coordinate a City-Wide Cleanup Day to be held within the months of October or November – [21172](#)
 3. Consideration and action to approve the Budget Amendments as presented by the Finance Director - [21174](#)
- 8. Executive Session**
 1. Section 551.072- [21171](#)
 2. Section 551.087 - [21171](#)
- 9. City Managers Report- Craig Spencer**
- 10. Mayor's Report: Mayor Ray Richardson**
- 11. 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 September 10, 2021.

Mindi Parks
City Secretary

Citizens may watch city council meetings live on YouTube. A link to the City of Everman YouTube channel is provided on the city website at: www.evermantx.us/government/citycouncil/

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. Section 551.071 – Pending or Contemplated Litigation or to Seek Advice of the City Attorney.
- B. Section 551.072 – Purchase, Sale, Exchange, Lease, or Value of Real Property.
- C. Section 551.073 – Deliberation Regarding Prospective Gift.
- D. Section 551.074 – Personnel Matters.
- E. Section 551.087 – Deliberation Regarding Economic Development Negotiations.
- F. Section 551.089 – Deliberations Regarding Security Devices or Security Audits.

Citizens wishing to submit written comments should e-mail the City Secretary at mparks@evermantx.net. Comments that are received at least one-hour prior to the start of the meeting will be provided to all council members.

According to the City of Everman Policy on Governance Process, individual citizen comments will be restricted to three (3) minutes unless otherwise determined by a majority vote of the Council. The Mayor is responsible to enforce the time limit. Citizens may address City Council either during the Citizen Comments portion of the meeting or during deliberation of a listed agenda item. City Council is only permitted by law to discuss items that are listed on the agenda. Citizens wishing to make comments should notify the City Secretary as soon as possible.

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/BUDGET WORKSHOP
MINUTES
Tuesday, July 6, 2021
6:30 P.M.**

There will be a Work Session/Budget Workshop meeting held by the Everman City Council on Tuesday, July 6, 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: 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/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 mparks@evermantx.net during the meeting.

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

- 1. Meeting called to order.**
Mayor called meeting to order at
2. Proclamation To Honor Dr. Curtis T. Amos- [21128](#)
Mayor Richardson read and presented Proclamation to Honor Dr. Curtis T. Amos to his family.
3. Introduction of the new Director of Public Works, Gilbert Ramirez- [21129](#)
City Manager Craig Spencer began with the introduction of what made him choose Gilbert Ramirez. He stated he had several applicants and interviews and Gilbert came out on top and why he came out on top was his comments regarding moral and training and wanting to improve the city and that really made him a priority candidate. He is well experienced and has a drive to want to improve Everman, and they talked a lot today about the issues we are having here today in the city and he has a lot of ideas and concepts that he is looking to implement to try to improve things around town. At this time Gilbert approached council and thanked them for his opportunity. He stated that he worked for the City of Justin since he was 18 years old. He started in Parks and went into utilities and it has been a great experience for him growing there and learning at the City of Justin. Now, Gilbert believes he has more opportunity to grow even with the City of Everman. Council welcomed him and is very happy to have him at the City of Everman.
4. **Discussion Items:**

1. Agreement with Municipal Mosquito for mosquito trapping and abatement services within the city limits- [21131](#)

City Manager Spencer stated at the last City Council meeting we had a citizen approach and had a complaint about a huge number of mosquitos surrounding Chambers Creek. Immediately following that meeting he reached out to Tarrant County Mosquito Abatement Division for Tarrant County, the ones that monitor and track the West Nile Virus and other diseases that mosquitos carry through out Tarrant County and he researched who their preferred vendor is and that is when he was put in touch with Municipal Mosquito and their services. After a conversation with them that we don't have any traps that are indicating the positive disease carrying mosquitos, but we do have an over whelming population that is an usance to our residents. So, we would like to research and possibly invest in nuisance abatement around Chambers Creek. He has since provided us with a contract which is attached to the agenda item. This contract has already been reviewed by legal and only requires one edit and that is just the Boycott of Israel disclaimer that goes into any contract for municipal government. Attorney foresees no issues with this contract. This contract will be for an as needed basis only. This would cost the city about 2 to 5 thousand dollars a year for a couple of sprays city wide. This would fall under Professional Services in the Budget. This will be on the next Regular Meeting for approval.

2. Waterline Construction Updates- [21130](#)

City Manager Spencer stated that due to significant rising costs associated with construction materials, specifically related to our waterline projects. Contractor associated with our Texas Waterline Development Board and CDBG projects have submitted the following letters and are using the Force Majeure item. This is not expected to negatively impact these construction projects on a financial basis because these increases are not expected to exceed the contingency reserve. However, this may prolong these projects while we wait for guidance from the Texas Water Development Board and Tarrant County on how they would like to proceed forward. Greg Saunders stated that he has \$300,000 contingency that is not committed to any projects. He does not see the pricing be that big of a difference. The only concern is the setback on the project. Johnnie Allen asked how far this has pushed the dates and this would probably be a setback of about 2 months.

3. Flooding and Master Drainage Study- [21132](#)

City Manager Spencer wanted to provide a quick update since Council Member Allen wanted this on the agenda. He stated that we are still waiting on a date to be released from Dunaway, the firm doing the Flood Study. The RTC has already provided them with the approval to go ahead and move forward, and we are still waiting on a final confirmation from the Department of Texas Emergency Management on their funding part and we have not heard from them. We are kind of in limbo with the state right now. Waiting on those funds to be released and allocated for this Flood Study. This is the plan and everything still looks to be moving forward, and as we continue to move forward Gilbert has some experience with Storm Water Management, which we have not had on staff before. TNP (Greg Saunders) has always put the Drainage Plan together and this will be a good opportunity for both Greg and Gilbert to work on this together. Later on in the budget plan we will look at what streets we want to look at this next year. Spencer stated that he knows that South Race Street is one of the worst streets that needs improvement but he is going to recommend that we hold off on that street one more year, because if we can't find grant funds that are available that will assist with a Storm Water Drainage System on that road as well to help offset the cost of redoing that street. We don't want to do that street without addressing the Storm Water Drainage issues first. City Manager Spencer stated other than that, this is the update that he has for this Study. Council Member Allen asked if any of the residents have had any problems since then? Spencer stated that we have not had any residential flooding, but we have come very close with the rains that we have had a month and a half ago or two. The complaint still is that there is a flooding issue and there is no storm drainage over there so it still fills up the roads and residential neighborhoods in that area. This issue is not an easy fix and will take time and millions of dollars to address these issues and this is why Spencer recommends grant funding to help with these issues. Council Member Allen asked if this could be years before anything is fixed and Spencer stated yes this could take years to correct. Allen also asked if they are looking into cleaning out the creek. Spencer stated that some cleanouts have been done in the creek and part of the problem we run into is that we have to get several different permits to alter the ground which may need to be done to

improve this situation and we can't legally do that without getting a flood study indicating what we need to do to fix that. Spencer stated that this Flood Study by Dunaway is very instrumental and will open up grant opportunities and things for mitigation for the city that we have not had before. Allen asked who we are waiting on and it is the Texas Department of Emergency Management to release and allocate those funds to the County and then the Project can kick off. The Texas Regional Transportation has already agreed to match those funds to expand out of the city limits. This amount is about a quarter of a million dollars for this study. Allen asked if there are other cities involved? Spencer stated, yes, they will also be in Fort Worth checking on the construction going in around Everman to make sure this does not impact our areas with their water runoff coming into our city and will impact us and also check on our side to see if it impacts them. They will take our old Fema map and see if there are any changes on that Flood Map. Mayor stated that we need to see what temporary easement access they will need and have that ready when they are. Mayor stated that we are moving forward just at a slow pace.

4. American Rescue Plan Act Update- [21134](#)

City Manager Spencer this is a very brief update. We were told by the National League of Cities that we were allocated just at \$1.3 million. Since then, there has been little guidance on those funds. There is entitlement cities and non-entitlement cities, we fall under the non-entitlement cities, which means we don't get our funds directly from the State Treasury. The way ours works is that the Governor has to request those funds to be disbursed to the state, then we would go through the Texas Department of Emergency Management to get our portion of those funds. We are in limbo right now because the Governor has not requested those funds from the Treasury. It is unknown if he is even going to request those funds from the Treasury. They have provided a 38-page guidance on what can be used for those funds. Spencer is going to go through this and bring back to council to show them what is considered qualified for these funds. We have until 2024 to decide how we are going to spend and allocate these funds and then we have until 2026 to spend the funds. The good thing is that ARPA has included infrastructure for these funds including water and sewer infrastructure. He will be bringing back some recommendations that we invest in that area. Spencer also recommends council to appoint a special committee because there will be a lot of requests that will be submitted for these funds and there needs to be some oversight from this special committee to figure out which projects are most important and then bring back to council for their final say on these projects. No questions at this time from council.

5. Budget Workshop, Salary & Benefits- [21133](#)

Mayor stated that this is by department and will not be singling out any individuals and their pay and if anyone wants to it will be done in Executive Session. These questions will not be entertained. Susanne and Craig provided a PowerPoint on Compensation & Benefits. Susanne began with the Merit History and historically, a 5% merit raise was approved by Council annually, but as we have learned this was not equitably distributed among employees the last few years. We have done a Compensation Study through TML, and that was brought forward a few weeks back to council so that they could start reviewing that. She stated that Craig has been working on a new pay scale implementation and council has been provided these things previously but it is also included. Susanne will discuss the Budget impact that this will have and briefly touch on the Annual Performance Evaluation Review and Anniversary dates. Susanne just displayed a repeat of information that has been given to council of the actual Position restructure and the position titles and grade levels. Then she displayed the exempt and non-exempt pay schedule. Susanne then moved to the New Pay Scale Budget Impact where it shows how it is impacting the budget. Bottom line is \$120,892 in savings. The city may see additional savings not included in this total through: Salary savings of vacant positions, benefit savings of newly categorized positions, and budgeted hours not worked. So, that number could potentially be higher. Currently we have two full-time positions within the Utility Billing Department that are being converted to three part-time positions at this time and those savings are already calculated in here. We have two part-time vacancies within Public Works and two Library part-time position available, so seven part-time positions currently vacant. No full-time vacancies right now. So, we are looking at a minimum of \$120,892 in savings. It was asked by a council member if every employee is getting the 5% merit raise with this? City Manager Spencer stated no, that he is recommending at some point that we have got to hit the reset button and we have got to make our pay equitable. We can't as a city afford to bring everybody's pay up to where it

needs to be and still continue to give the five percent merit increase to all employees every year because it will bankrupt us. It is not a good structure. The city did at one point had a pay scale that they went by but Spencer stated he doesn't know what transpired but that pay scale went away. The whole purpose on implementing a Pay Scale is to bring everyone up to an equitable pay rate. Compensation at a fair rate individually and for their position compared to like size cities as well as providing a cap for their position. Employees at some point will cap unless they choose to promote or further their education or do something different. We have to have that cap, otherwise we will have that Public Works employee that started at \$12 an hour that has been here for 30 something years and because he gets that 5% merit raise, he is making more than the Police Chief or Fire Chief because there is never a cap. Then all of a sudden, the work load tends to dye down and then that is not an equitable pay. This is the purpose of the Pay Scale. Spencer stated that where they would get a continual increase is where every step on that scale. Example: Grade A at a Step 1 starts at \$12 an hour and at Step 2 they would go to \$12.42, this is an 3.5% increase. So, every year an employee is guaranteed a 3.5% increase. Once this is adopted, we will look at the economy status and like size cities and see if we need to raise the minimum. When the minimum raises the steps raise with it and that is a cost-of-living increase. Council Member Sellers stated that when we did the 5% merit increase that some employees were not getting anything and the merit raise at the time was sufficient for our budget and served its purpose at the time. Spencer stated that with this Pay Scale that he is eliminating his control. The only control he should be placing them somewhere on this Pay Scale based on their experience. We are having a hard time filling Public Work position because of the rate they would be hired in at and maintaining the ones that we have. Council Member Sellers agrees that Public Works, Animal Control all need more money and on this Pay Scale and the caps she still don't think it is fair to the others. She understands Craigs point with this. Mayor like this Scale. Each Step is a 3.5% increase. The first year there will be some at a higher percent to get it equitable. Without a Pay Scale being implemented council is asking the City Manager to pick and choose who gets a cap and who doesn't, and Spencer asked how does he do that fairly. This Pay Scale would eliminate that and any Director having to be responsible for something like that and it keeps it fair across the board. This Scale was created by TML surveys and like size cities. Sellers stated that even like size cities are bigger than us and have more tax dollars coming in and we really shouldn't depend on surveys because we could not meet up to their levels with our Budget. Craig explained that they are still our competitors and reality is that we have to start somewhere and get the Pay Scale in place to start to get employees up close at least to where they should be and invest in your employees and quality work which you see a return on that investment when you see improved streets, improved infrastructure and quality Police response, quality Fire response, good things happening in City Hall and city Government. This is an investment City Manager Spencer stated. Sellers stated that we need to make sure financially the city will be able to do this, and Craig stated as it stands right now yes. Sellers explained that they don't know where over-time is going to be and other things and there is a little bit of a grey area here because some of these are way bigger than others still and its unfair but she understands the Scale and sees the savings over all. The reason over all for this Scale is to get this all fair for all employees because that is a big complaint that it is not fair. Council can always change anything in the Scale if the city is in a good position to do so. Allen asked if the job description was looked at for the Salary, and Craig stated that not the job description but the job title is. He also stated that some positions carry multiple hats so a job description would not necessarily match up to ours. Allen stated that if they have multiple roles then they should be getting more than what they are entitled to. Craig explained with an example with Racheal serving as his Administrative Secretary and also doing permits. She spends more time on permits but this is a unique position and we would definitely have a hard time with comparing those roles to that position. In little cities this is common to see and other bigger cities would have multiple people for that position. At this time the Council would like to go into Executive Session to discuss the rest of the individuals. At 8:44pm we went back to Over-Time Budget on the slide show presentation. Susanne stated that there is very little change to this from last year, just a slight increase on the Police side. Everything else has been maintained the same. Sellers asked why such an increase with the Police over-time? Susanne stated this is only an increase of \$2500. Craig added that this is due to history of what has been seen before and we are having a harder time finding reserves and people don't want to volunteer anymore for much of anything and that includes

policing and its harder now so we are having to off set that. Craig stated they have talked the idea of part-time police, and if it saves money and they get an opportunity to present this, it may come back up to council for approval. Craig stated that over-time is the best option at this time. Susanne stated moving on to Employee Benefits. She stated that as they know the City of Everman provides outstanding benefits for our employees. We have Medical, Dental and Vision, Short Term and Long-Term disability and Life Insurance. She stated that unfortunately, there are some challenges to providing these benefits and the claims continue to be that challenge and impacting the rates. This we have had better claims. The cost of having the family dependent plan and network within those plans' present issues. We have continually monitored the Plan performances and evaluate pricing and identify saving opportunities and we have been researching a couple of different options as far as the Medical Plans go and potential savings. City Manager Spencer added that we have kind of broadened our search and we have always been with Wells Springs Insurance Agency and they have done a good job for us. But we have went out and found out what else is out there, and told Rodney to find us the best options you could possibly find, with the goal being that we can find the best possible coverage for our employee's and their families at the lowest possible rate to make it affordable for the employees. We have a lot of employees that are either have the desire or require through one method or another to cover dependents in their family and we want to try to provide with an option that is affordable. Many of the plans we provide for them are not affordable or the one that is affordable has absolutely terrible coverage. Craig stated he is one of those employees that has that coverage and has to go all the way to the other side of Plano for a physician visit for his child or go out of state just to get someone is covered in that plan. So, the goal is to provide better quality benefits not just to employees but to families, give them a family option too. He stated most of our employees have families that they are trying to cover. Also, with also providing good insurance plans for those that don't. Craig stated they are looking at an alternative company and also giving Rodney an opportunity as well to see what he can drum up. Some of the results we are getting back have included greater things aside from benefits, like Electronic Payroll options, and time clock management options so when it comes time to discuss benefits, we may look to include those and that would not jack up our cost either. We have had some unique offers that have come out and the benefit to all of this is that it's made our two options competitive so they are competing to win our business which will work out in our benefit. Susanne included that with that we will definitely have potential savings so we are only projecting an increase of 4% on the Health, Dental and Vision Plans. Susanne has the number of employees here at the city have continually increased. The breakdown of the number of employees on the medical coverage is displayed at Employee only coverage is 31 employees at 70%, Dependent Coverage is 11 employees at 25%, and PY Waive Coverage is 2 employees at 5%. The fiscal year rate per employee is \$969.09/month. The proposed FY 2022 contribution rate per employee \$100/month. The Employee Opt-Out Stipend is \$250/month. Dental insurance Susanne stated that we have 35 employees covered and 9 that have dependent coverage. The FY 2021 rate per employee is \$32.45/month. The proposed FY 2022 contribution rate per employee is \$33.75/month. Vision Insurance we have 28 employees covered and 16 of them have dependents. The FY 2021 rate per employee is \$5.41/month. The proposed FY 2022 contribution rate per employee is \$5.63/month. Susanne stated these are very slight increases. Susanne displayed the total benefit package number on the screen for council. This shows by General Fund, Water & Sewer Fund and Economic Development and the next slide is broke down by fund and each department so council can have a better idea with each department. Total increase is 4%. There could be additional savings. This concludes the Budget Workshop for Salary & Benefits.

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:

- 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-

Mayor opened Executive Session at 7:30pm and closed Executive Session at 8:44pm with no action taken.

6. **City Manager's Report-** Craig Spencer

Celebrate America Festival is this weekend and we are up to 40 vendors, so things are lined out really well for this event. The unveiling of the Muriel will be at 3pm right before the festival starts. The next Saturday will be the library opening, and the Saturday after that is the Fire Station ribbon cutting. Auditors will also be here all next week.

7. **Mayors Report –** Mayor Ray Richardson

Mayor stated that he will send out the information for Dr. Amos with times and place. He will send out the invite that was forwarded to him.

8. **Citizens comments:**

NONE

9. **Adjourn.**

Mayor Richardson adjourned the meeting at 9:00pm.

Mindi Parks
City Secretary

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

There will be a Regular Meeting held by the Everman City Council on Tuesday, July 13, 2021 at 6:30pm, at 212 North Race Street and 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
Judy Sellers	*	Council Member, Place 5
Miriam Davila	*	Council Member, Place 6
Absent:		
Susan Mackey	*	Mayor Pro-Tem
Others Present:		
Mindi Parks	*	City Secretary
Craig Spencer	*	City Manager
Susanne Helgesen	*	Finance Director
Landon Whatley	*	Assistant Chief

1. Meeting called to order.
Mayor Richardson 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. June 1, 2021 Work Session Meeting
 2. June 8, 2021 Regular Meeting
 - B. Financial Reports:**
 1. June 2021Motion was made by Council Member Denison and seconded by Council Member Sellers to approve the Consent Agenda as shown. **ALL VOTED AYE**
5. **Discussion Items:**
 1. Water System Issues and Improvements- [21139](#)
City Manager Spence reminded council that there was a new Director of Public Works that was hired name Gilbert Ramirez last week. His first week he started it out by doing an assessment on our Water System on the Well Sites and has identified several critical issues that we have to address immediately. That is why he is bringing this to council so they can expect what we will have to do to address and fix these issues. First, on his presentation was the High School Well Site. There is dilapidated and substandard electrical panels, faulty motor starters and breakers, and exhaust fans not functioning that require replacement. All of this is a TCEQ requirement also. City Manager Spencer displayed pictures of these issues from the Well Site. These issues have caused a pump failure and there has been an electrician out there and they have temporarily fixed the electrical issue but the exhaust fans and get the electrical wiring corrected at this site. Next, he stated that we have a Chlorinator issue. Chlorinators are devices that regulate the amount of chlorine treatment added to our system. These

devices are critical to the adequate treatment of our system. Three Chlorinators were deemed inoperable and needed to be replaced immediately. Cost for these chlorinators was approximately \$10,000.00. He displayed a picture of our current chlorinator and it is an automatic Chlorinator and Gilbert recommends to switch to the manual Chlorinators because of a more cost-effective approach. Council Member Allen asked how many were being replaced and it is just three of them. Moving on to the Police Department Well Site. City Manager Spencer stated and displayed that two Booster Pumps have failed at this location. A contractor will remove the pumps and evaluate their condition. It is believed that these pumps may have to be replaced and the cost is currently undetermined and should know something within the next week or so but that is a critical part of the infrastructure that will have to be replaced promptly. Exhaust fans at this location are not functioning right and will require replacement, this will not be an extreme cost. Also, all electrical needs to be replaced, but may be included within the scope of the storage tank replacement. This is currently being researched. City Manager Spencer displayed some pictures of the electrical problems and one picture at the Police Well Site has a tree growing in the electrical wiring. Spencer moved on to the Shelby Well Site. One Booster pump has failed and is inoperable. This booster pump is being removed and inspected for repairs. Unknown cost estimate at this time. City Manager Spencer also wanted to make sure that the Council was aware that the City of Everman is currently behind on state mandated reporting requirements, due to the lapse of not have a Public Works Director and TCEQ is aware of this. Safety standards have not been compromised, only reporting standards. Water Quality testing has been continual with satisfactory results. Spencer stated that the Public Works Department is working to correct reporting deficiencies. City Manager Spencer wanted to inform council of these issues due to the change in Budget because of this and to make sure they stay in the loop. Spencer insured council these things that Gilbert will be addressing are things that can not be delayed. In this current Budget we will allocate some funds for ongoing maintenance for next year. Council Member Allen asked if the American Rescue Plan Act can help with this, and he stated he will be talking about that in his City Manager update but the answer is yes and no.

2. Hanna Ranch Phase 4 Update- [21138](#)

City Manager Spencer just wanted to update on the new residential 202 homes that are coming in off of Roy C. Brooks. Spencer stated those plans have been submitted and they are currently in the review process. The City Engineer is reviewing those plans right now along with his firm to include the drainage plans associated with the project. Spencer stated we are expected to have those plans back with those comments sometime this week. Our Fire Marshall, Director of Public Works, and EDC Director will also review those plans and provide any comments and submit those plans back to developer by Friday of this week. If there are any mandated changes to the plans, they will have the time to get that back to us, and they feel like they will have that back to us in a week. The city will then make sure those plans are to satisfactory and once those plans are approved by the city, developers, and Engineer, they plan on to begin construction within a week of the approval. Council Member Allen asked what Phase is off Forest Hill Drive? Spencer stated that he thinks it is Phase 3 but he is not totally sure. Allen also asked if they plan to put a road from Roy C. Brooks to Forest Hill Drive? Spencer stated that there will be residential roads that connect into that portion of the neighborhood. There will not be a direct road that connects Roy C. Brooks to Forest Hill Drive, however those neighborhoods will interconnect within that development itself. Spencer stated that Bell Street will not connect. This development is not gated but it is an HOA. These houses will range from \$200,000 to \$250,000.

6. **New Business:**

Consideration and Possible Action:

1. Consideration and action to approve Interlocal Agreement between the City of Everman and the Everman Independent School District for School Resource Officer services effective August 1, 2021 and ending July 31, 2022 and authorizing the City Manager to execute said agreement – [21135](#)

Motion was made by Council Member Denison and seconded by Council Member Sellers to approve Interlocal Agreement between the City of Everman and the Everman Independent School District for School Resource Officer services effective August 1, 2021 and ending July 31, 2022 and authorizing the City Manager to execute said agreement. **ALL VOTED AYE**

2. Consideration and action to approve the contract for mosquito management with Municipal Mosquito, as provided and authorizing the City Manager to execute said contract on behalf of the city – [21136](#)

Motion was made by Council Member Denison and seconded by Council Member Sellers to approve the contract for mosquito management with Municipal Mosquito, as provided and authorizing the City Manager to execute said contract on behalf of the city. **ALL VOTED AYE**

3. Consideration and action to approve the utilization of the \$20,000 incentives line-item for Veterans Memorial Park expenditures as approved and recommended by the Economic Development Commission- [21140](#)

Motion was made by Council Member Sellers and seconded by Council Member Sanders to approve the utilization of the \$20,000 incentives line-item for Veterans Memorial Park expenditures as approved and recommended by the Economic Development Commission. **ALL VOTED AYE**

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- [21137](#)

Executive Session was opened by Mayor Richardson at 7:14pm and closed at 8:25pm with no action taken.

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

9. City Managers Report- Craig Spencer

City Manager Spencer stated that we can't go in discussion about this but he did want to just run down the plan for the American Rescue Plan Act (ARPA). We did finally receive a good amount of guidance and information on how this Act is going to be funded. He wanted to go into this with the council because the time-line on this has been significantly shortened by the Governor of Texas. We have been provided with a deadline by August 2nd to apply for these funds. Spencer stated that he has already begun that application process and all the required steps on getting the portion of the funds. Spencer wants to go through with council what these funds are and how we are allowed to use them. There is a significant difference between the Cares Act Funding and the Fiscal Recovery Funds (FRF), and that is what this is. The total ARPA bill was for \$1.9T, and Spencer has this displayed on the screen. The amount allocated to the Fiscal Recovery was \$350B. Of that \$350B the State of Texas got \$15.8B, Tarrant County got \$409M, Tarrant County is an entitlement entity, which means they get their funding directly from the Department of Treasury. Everman has a population less than 50,000 so there for we are what's called a non-entitlement unit so we have to get our funding through the state. The state has elected to use Texas Department of Emergency Management and their Grant Portal to be able to get those funds. Everman has been allocated \$1.5M in Fiscal Recovery Fund money. Spencer also stated that the Fiscal Recovery Fund is direct aid to State and Local Governments. The U.S. Department of Treasury published the Interim Final Rule which provides guidance on funding allocation. This document assists local officials in ensuring their Fiscal Recovery Fund expenditures are aligned with the legislative intent of ARPA. Also, December 31, 2024: all FRF must be obligated and December 31, 2026: all FRF funds must be expended and projects completed. City Manager Spencer displayed the eligible uses of Funds. This would include Public Health, Economic Impacts, Premium Pay, Revenue Loss, and Infrastructure Investments. This would not include extraordinary pension fund deposits, and no Direct or indirect offsetting of a reduction in net tax revenue resulting from a change of law, regulation, or administrative interpretation during the covered period that reduces any tax or delays the imposition of any tax or tax increase. Spencer stated that the Public Health uses are: Identify an effect of COVID-19 on public health; Identify both the near and long-term effects that may manifest from the pandemic; and then determine how the use would respond to or address the identified need. Also, Economic Impact uses are; respond to the identified negative economic impact, and be reasonable and proportional to the extent and type of harm experienced. Council Member Allen wanted an example of Economic Impact Uses, and Spencer stated that the primary use would be the Hospitality and Entertainment District, and because of the Government shut down it experienced significant loss in revenue and that results in sales tax revenue loss for cities. Fortunately, Everman does not rely heavily on that type of District. It was a slight increase in sales during the pandemic due to online purchasing. Council Member Allen asked about the affordable housing development to increase the affordable housing supply. Spencer stated that has to do more with HUD, but he is not sure he would have to find that out, but the county has programs in place for this type of stuff. Spencer also stated that the Premium pay section allows local governments to provide premium pay of up to \$13/hour, not to exceed \$25,000/employee, to eligible workers performing essential work during the pandemic or provide grants to employers with eligible employees. The income ceiling for premium pay eligibility provided in the IFR is 150% of the area average annual wage. For the DFW region, the incoming ceiling is \$84,285 or \$40.52/hour. Eligible workers are any essential workers. Spencer moving on to Revenue Loss. ARPA allows for local governments to utilize federal relief funds to close the service gap resulting from pandemic-related revenue loss. However, there are some important considerations:

There is a difference in the volatility of city and county revenue structures (sales tax vs. property tax). Funds cannot be treated as direct general revenue replacement. There are restrictions on eligible services. Some eligible services include Health Services, Provision of Police, Fire, and Other Public Safety Services, and maintenance of Pay-as-you-go funded building of infrastructure (including roads). Ineligible would include expenses associated with Debt Obligations, Interest or Principal on outstanding Debt, replenish Financial Reserves (Rainy Day Funds), and any obligation under or pursuant to a settlement agreement, judgement, consent decree, or judicially confirmed debt. Moving on to the important one and that is Investments in Infrastructure. The interim Final Rule provides state and local governments with broad latitude to identify high-priority investments in water, sewer, and broadband infrastructure. Any project that we have must be eligible projects under the EPA's Clean Water Revolving Fund and Drinking Water State Revolving Fund. So, if we can identify Water and Sewer Projects that qualify underneath one of those two funded programs, they will qualify funding underneath the ARPA Funds. Spencer stated that the Treasury can take the money back if they feel a local government miss uses it and there are three steps to that and that recoupment process is; Identification and Notice of Violation, Request for Reconsideration, and Repayment. Council Member Allen stated back in the Investments and Infrastructure regarding be provided to underserved or unserved households and business. Spencer stated this has to do with Broadband. This would be High speed internet to the underserved and unserved households and business. The city would not qualify for that since we already service this to our citizens. Allen also asked if the schools would be under this. Spencer explained they would get theirs separately and they are under the Federal Initiatives. So, Spencer stated from an administrative stand point, we are going to go ahead and continue with the application process through the state and then ultimately the Federal Government to try to get these funds allocated. City Manager also wanted to let council know that Celebrate America was a huge success. Already talking about what we will be doing next year. Also, Bidding on Twin Mountain Water Well for Columbine Well lot closed today. Initially this was estimated around the 1-million-dollar mark and the bid came in at seven hundred and something thousand dollars. This is a cost savings for us in that Bond Package. We only got one Bid in for this Project. Library Grand opening is this Saturday for a reminder and starts at 10 am and ends at 2 pm. Fire Station Ribbon Cutting has been postponed until August 7th at 9 am. He also supplied the council with a copy of a letter. This is Mark Veacy's Office about Youth Utilization programs and the grant that we applied for to get a lot of different things for our parks. It has been approved today and is put into the budget for the starting of September. \$414,000 grant. Council is very happy about this and everything that is going on in the city.

10. Mayor's Report: Mayor Ray Richardson

Mayor stated that he had people stop him and Craig and Nicoletti just complementing us on everything that is going on in the city. A lot of positive feedback from citizens.

11. Citizen's comments

Jenelle from Langley approached the council in regards to some concerns. She stated she has lived here since 2018 on a corner lot. Jenelle stated that her concerns are on streets and how bad they are. She also stated that the pot holes are really bad and have made calls and complaints on the holes and they are not being filled. She is also concerned about her water bill. It went from \$55 to \$75 and the water charges are only \$20, so the rest of it is just fees. She stated that one of those fees are for the trash and it is not even being picked up, so she is paying for that and not getting the service like she is supposed to. Those were Jenelle's concerns. Johnnie Allen also stated that They did not pick up trash until Saturday and they did not even pick up recycling. She stated that the truck did come but did not pick it up. Johnnie stated that the citizens need to be notified about things like this. City Manager Spencer stated that the trash pick-up issues will be on the next work session meeting due to multiple complaints and being in Direct violation of their contract.

12. Adjourn.

Mayor Richardson adjourned the meeting at 8:25pm.

Friday, September 10, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21173

TYPE: Discussion

SUBJECT: Scenic City Certification Program - Workshop

What date would you like to have this item added: Tuesday, September 14, 2021

RECOMMENDATION:
No recommendation at this time.

DISCUSSION:
A brief review of the application packet and explanation of the workshop process

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer

Friday, September 10, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21170

TYPE: Discussion

SUBJECT: Review and Approve Master Service Agreement with Cobb, Fendley & Associates, Inc, for the purposes of conducting Capital Improvement Studies and the implementation of Impact Fees

What date would you like to have this item added: Tuesday, September 14, 2021

RECOMMENDATION:

It is recommended that the Everman City Council approve the Master Service Agreement with Cobb, Fendley & Associates, Inc.

DISCUSSION:

The Master Service Agreement is currently under legal review by the City Attorney. This agreement will be shared with all City Council members upon final review. Cobb, Fendley & Associates, Inc came recommended by our Law Firm as the recommended consultant firm for the implementation of Impact Fees.

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer

Friday, September 10, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21172

TYPE:

Consideration and Possible Action

SUBJECT:

Authorize the City Manager to plan and coordinate a City Wide Clean Up Day to be held within the months of October or November.

What date would you like to have this item added: Tuesday, September 14, 2021

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to plan and coordinate this city sponsored event.

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

Originating Department: City Manager

Originating Department Head: C. W. Spencer

Friday, September 10, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21174

TYPE:

Consideration and Possible Action

SUBJECT:

Approve Budget Amendments as presented by the Finance Director

What date would you like to have this item added:

Tuesday, September 14, 2021

Submitted for City Manager's Office by:

Susanne Helgesen

Originating Department:

Finance Director

Originating Department Head:

Susanne Helgesen

Friday, September 10, 2021



Everman City Council Agenda Request

Agenda Tracking Number 21171

TYPE:

Executive Session

SUBJECT:

Economic Development Agreement related to the property located at 400 Holley St - Legal Description BAKER ADDITION - EVERMAN Block 8 Lot 12

What date would you like to have this item added:

Tuesday, September 14, 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