



**EVERMAN
CITY COUNCIL
REGULAR MEETING
AGENDA
Tuesday, February 15, 2022
6:30 P.M.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, February 15, 2022 at 6:30 p.m. 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. December 7, 2021 Work Session/Special Meeting
 2. December 14, 2021 Regular Meeting
 3. January 4, 2022 Regular Meeting
 4. January 18, 2022 Regular Meeting
 - B. Financial Reports:**
 1. December 2021
 2. January 2022
- 5. Citizens Comments:**
- 6. Presentation:**
 - A. Public Hearing-** Pubic Hearing to hear citizens comments related to the City of Everman & Tarrant County 2022 CDBG (48th Year) Project Proposal – [22075](#)
- 7. Discussion Items:**
 - A.** Incident Briefing- School Incident that occurred on February 10, 2022 – Craig Spencer- [22079](#)
 - B.** TCEQ Municipal Setting Designation (MSD) Application – Consolidated Consulting Group, LLC – Jude Havens; Principal – Craig Spencer – [22076](#)
 - C.** Interlocal Agreement between the City of Everman, Texas and the City of Kennedale, Texas, for rabies control and the shared use of the City of Everman Animal Shelter - [22081](#)
- 8. Consideration and Possible Action:**
 - A.** Approve OpenGov Statement of Work and Order Agreement as presented and authorizing the City Manager to execute all agreements associated - [22074](#)
 - B.** Approve Fiscal Year 2022 Comprehensive Financial Management Policy – [22077](#)
 - C.** Approve the allocation \$3,200 of Court Technology funds for the procurement of electronic signature pads and a computer tablet for the Everman Municipal Court – [22078](#)

D. Approve DIR Contract Number DIR-TELE-CTSA-003 Attachment F1 Verizon Wireless Customer Agreement and authorize the City Manager to execute all associated documents – 22080

E. Approve Interlocal Agreement between the City of Everman, Texas and the City of Kennedale, Texas, for rabies control and the shared use of the City of Everman Animal Shelter - 22081

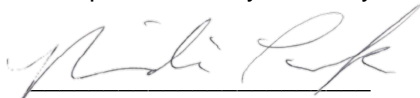
9. Executive Session

10. City Manager's Report- Craig Spencer

11. Mayors Report – Mayor Ray Richardson

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 11, 2022.



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.

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**EVERMAN
CITY COUNCIL
WORK SESSION/SPECIAL MEETING
MINUTES
Tuesday, December 7, 2021
6:30 P.M.**

There will be a Work Session/Special Meeting held by the Everman City Council on Tuesday, December 7, 2021 at 6:30 p.m. at 212 North Race Street with the following agenda:

Ray Richardson	*	Mayor
Linda Sanders	*	Council Member, Place 1
Kelly Denison	*	Council Member, Place 2
Johnnie Allen	*	Council Member, Place 3 (ZOOM)
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 Whatley	*	Fire Chief

1. **Meeting called to order.**
Mayor Richardson called meeting to order at 6:33pm.
2. **Citizens comments:**
NONE
3. **Consideration and Possible Action:**
 1. Approve Resolution #2021-12-02 a resolution of the City of Everman, Texas, Casting the City of Everman's allotted votes for the Board of Directors of the Tarrant Appraisal District and directing giving of notice- [22042](#)
Motion was made by Pro-Tem Mackey and seconded by Council Member Denison to approve Resolution #2021-12-02 a resolution of the City of Everman, Texas, Casting the City of Everman's allotted votes for the Board of Directors of the Tarrant Appraisal District and directing giving of notice and allocating all five votes to Gary Losada. Mayor Richardson, Council Member Sanders, Denison, Mackey, and Sellers voted Aye. Council Member Johnnie Allen attended by Zoom. **Motion Carried**
4. **Discussion Items:**
 1. Discussion regarding #2021-12-01- a resolution of The City Council of The City of Everman, Texas, Approving the terms and conditions of an agreement by and between the City of Everman, Texas and Everman EDC providing for conveyance of land for new improvements, and authorizing its execution by the mayor; and providing for an effective date- [22034](#)

This Resolution is going to allow the City to convey said property at 400 Holley to the EDC. There is Economic development interest in the property and the City of Everman currently has no plans for use of the property. By conveying the property to the Everman EDC, this will allow the EDC to explore these potential economic development opportunities. Any zoning

changes would be brought to council for this property in the event it is changed. This will be on the next Regular Meeting agenda for approval.

2. Discussion regarding Ordinance #776- An Ordinance of the City of Everman, Texas amending the article II of Chapter 2 of the code of ordinances by establishing a new time for the City Council meetings and amending required procedures for all meetings of the City Council; Providing a cumulative clause; Providing a severability clause; and establishing an effective date- [22035](#)

This Ordinance would change the Council meeting dates from the first two Tuesdays in the month to the first and third Tuesday of the month. There were a few concerns on how much time lapse between the meetings and the information being forgotten. This is a concern but also could give more time for review of documents and information. This also allows every meeting to be a Regular Meeting and allows council to approve at both meetings and will help the council not have to call as many Special meetings if any making this change. This will go on the next Regular Meeting agenda for approval.

3. Discussion regarding Ordinance #777- an Ordinance of 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 severability clause; Providing for publication; and providing an effective date- [22036](#)

This was already discussed about adding the fees to the Fee Schedule for the baseball Sponsorship Program. No discussion on this. This will go on the next Regular Meeting agenda for approval.

4. Discussion regarding an Interlocal Agreement the City of Everman, Texas and the City of Kennedale, Texas, for Rabies Control and the shared use of the City of Everman Animal Shelter- [22037](#)

This Interlocal Agreement would allow the City of Everman Animal Control Facility to partner up with Kennedale with them sharing our facility. Everman would do the maintaining of the facility and us not charging above or beyond what it cost to hold their animals. Intern, they help to partner up for vaccines and other types of Animal Control Events. Everman would still have the right to refuse animals in the event that our shelter is full. Also, they have been told to maintain their other agreements just in case. Craig did state also that we did work with Foresthill but there is no agreement. This will be on the next Regular Meeting agenda for approval.

5. Discussion regarding an Interlocal Agreement between the City of Everman and Tarrant County for the Reconstruction of North Race Street- [22039](#)

This was discussed during the Budget. \$220,000 of Street Fund has been budgeted for this. Total cost is \$195,063. The reason for the over budgeted amount is to crack and fill and also street sign replacement, restripe, and change traffic pattern to one-way. Council asked about the curbs being replaced and the curb replacement that is going on right now on Race Street is out of the remainder of the 2013 Bond. This would start somewhere around January or February. This will be on the next Regular Meeting for approval.

6. Discussion regarding an Interlocal Agreement between the City of Everman and Tarrant County for the Resurfacing of Various Parking Lots within the City of Everman- [22040](#)

Parking lots have been an issue in various areas of the city. There have been numerous complaints to code about these issues. City Manager Craig Spencer has been able to obtain a free solution to this problem. This would be recycled asphalt and also no cost from Tarrant County to do this project thanks to Commissioner Brooks Office. This would include Johnson Park, Pittman Park, Police Department in back, Mobile Food Truck parking lot, and Memorial

Park. Council would like city staff to get the total cost of savings on this and get it to our citizens because they should know about this. This will be on the next Regular Meeting for approval.

7. Discussion regarding the CDBG 2022- Proposal Guide- [22041](#)

City Manager Craig Spencer stated that with this he found out that there is additional funding that could be perused with this Project. Additional Funding is available and would allow the city to double their money. He would like to apply for this and the time line is very short on this. He is already working with the Engineer to get a project plan that he wanted to inform council about also. Craig believes he is on track with what council has wanted in the past. We are looking at a South Race Street and Baker Addition Renovation. This would not just include the streets. He wants to look at water replacement project, Sewer replacement project, MS4 Storm Water improvement and street rebuild in the entire neighborhood. This is a lot but there is a lot more different funding available to us now and he thinks this project should get done as soon as possible being that it's been on people's radar for so long. This would include Race Street, Christie Ave., Pittman Ave., Johnson, Vaden area. This whole entire neighborhood and this would be the best thing to do is to get it all done at the same time. Also, Craig stated that the Flood Study has kicked off and has started. Craigs hope is that all these time lines come together and line up. We will need the Flood Study for the MS4 Storm water replacement and there has been some done in the past in that area so Greg Saunders our Engineer thinks he may be able to get the information he needs if that time line doesn't fall in line. Council asked if the water-line replacements going on now, would they have a new street after that is complete. Craig explained that it has not been the practice in the past or currently but he wants to make sure that happens and is looking into using water funds to do this since it is damaged by the water-lines. Craig displayed the Baker Addition area that he is talking about for them to get a better idea of where he is talking about for this Project. This will be on the next Regular Meeting for approval.

8. Discussion regarding Resolution #2021-12-03- TCAP Board of Directors- [22043](#)

Council reviewed the choices and read the Board Ballot and Biographies of candidates and they have given their seven choices to the City Manager. This resolution will be updated with their choices and brought back to the next Regular Meeting for approval.

9. Discussion regarding Oncor Electric Delivery Company, LLC, Easement- 1,067 square feet of land situated in Block 16, Forbess Addition to the City of Everman, Tarrant County, Texas, as filed in Volume 388, Page 33, Plat Records of Tarrant County Texas, and authorizing the City Manager to execute all necessary documents associated- [22044](#)

There is no cost for this, only to file. There were no questions presented and this will be on the next Regular Meeting for approval.

5. The Council may convene into Executive Session anytime to discuss items that are on the agenda. **Did not convene into Executive Session.**
6. **City Manager's Report-** Craig Spencer
Craig wanted to say on the record that the Christmas Tree Lighting was a huge success and it was wonderful. A lot of hands went into this event and Craig thanked every city staff member that was a part of it and Council woman Johnnie Allen also. It was a fantastic turn out and we can't wait to see next years. Craig also informed council that the banners that he said he was going to order and sample out came in and he could not be happier with the turn out. The banner is hung right outside by City Hall on a light post and he would like council to look at it and with their permission he would like to order more of these banners. He also informed council that he is looking into electric signage. The library sign is not in good shape and it only displays one thing. This will come back to council when he gets something. Johnnie Allen also commended City Manager Spencer for all that he does.
7. **Mayors Report –** Mayor Ray Richardson
Mayor informed council that last night was his last Executive Committee meeting for the Mayor's Council. Also, he is on the Tarrant County 911 Board and he informed council they

will be needing to come up with 16 million to get the technology upgrades they need to catch up to other agencies. Tarrant County is behind.

8. **Adjourn.**

Mayor Richardson adjourned meeting at 7:33pm.

Mindi Parks
City Secretary

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**EVERMAN
CITY COUNCIL
REGULAR MEETING
MINUTES**

**Tuesday, December 14, 2021
At 6:30pm.**

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

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

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. November 2, 2021 Work Session Meeting
2. November 9, 2021 Regular Meeting
3. November 23, 2021 Special Meeting

B. Financial Reports:

1. November 2021

Motion was made by Pro-Tem Mackey and seconded by Council Member Sanders to approve the Consent Agenda as shown. Mayor Richardson, and Council Members Sanders, Mackey, and Sellers voted AYE. Council Member Allen attended on Zoom and Council Member Davila arrived after the vote.

Motion Carried

5. Public Hearing

1. Public Hearing to hear citizen comments related to the Tarrant County, Texas- Request for Proposals (RFP) for CDBG-CV Available Funding.

Mayor Richardson opened the Public Hearing at 6:35pm and City Manager Spencer displayed the playground at Clyde Pittman Park that this Funding is for and explained what would be put in with funding. Mayor Richardson closed Public Hearing at 6:40pm. **There were no Citizen comments.**

6. Citizen's comments

1. Farah Bural- Christopher Street Potholes.

Farah Bural approached Council thanking them for this opportunity to speak to them and she also stated that the street that she will be discussing, there has been some improvements done that she has noticed and wanted to start with that good note. With that being said, Farah Bural stated that the street in question that has been a nightmare is Christopher Street. Farah stated that this road is one of the main roads that she takes as well as many citizens to go to and from work and just everyday driving. This road as well as many other roads Farah stated are always having water-line leaks and then potholes form from

all the water and then a bunch of patching happens on these roads. Farah stated that the reason for her to be here is the result of these roads. She stated that a year ago she had damage to her vehicle and she repaired it. Now, she stated again she has more damage and this damage is to her tire and rim. She has taken care of this but is asking council to allow the city to pay for these damages or at least half of the damages that she has had to pay for with this recent bill she had. Mayor Richardson stated that as a council they would love to help, but if they did this for her, this would open up a door. Mayor did state that all the streets in question including Christopher are all being negotiated and projects are in the works. Also, City Manager Spencer added that when the water-line replacements on some of these are done there will be a complete layover on the roads. Mayor Richardson and City Manager Spencer urged her to give it time and those things are being done; it just takes time. Farah Bural stated that she appreciated their time and she looks forward to seeing more changes to come for the city.

7. **New Business:**

Consideration and Possible Action:

1. Approve Resolution #2021-12-01 a resolution of the City Council of the City of Everman, Texas, approving the terms and conditions of an agreement by and between the City of Everman, Texas and Everman EDC providing for conveyance of land for new improvements, and authorizing its execution by the mayor; and providing for an effective date. – [22051](#)

Motion was made by Council Member Sellers and seconded by Pro-Tem Mackey to approve Resolution #2021-12-01 a resolution of the City Council of the City of Everman, Texas, approving the terms and conditions of an agreement by and between the City of Everman, Texas and Everman EDC providing for conveyance of land for new improvements, and authorizing its execution by the mayor; and providing for an effective date. Mayor Richardson and Council Members Sanders, Mackey, Sellers and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

2. Approve Ordinance #777- an Ordinance of 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. – [22050](#)

Motion was made by Pro-Tem Mackey and seconded by Council Member Davila to approve Ordinance #777- an Ordinance of 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. Mayor Richardson and Council Members Sanders, Mackey, Sellers, and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

3. Approve Ordinance #776- an Ordinance of the City of Everman, Texas amending the Article II of Chapter 2 of the Code of Ordinances by establishing a new time for City Council meetings and amending required procedures for all meetings of the City Council; Providing a cumulative clause; Providing a severability clause; and establishing an effective date. – [22049](#)

Motion was made by Pro-Tem Mackey and seconded by Council Member Davila to approve Ordinance #776- an Ordinance of the City of Everman, Texas amending the Article II of Chapter 2 of the Code of Ordinances by establishing a new time for City Council meetings and amending required procedures for all meetings of the City Council; Providing a cumulative clause; Providing a severability clause; and establishing an effective date. Mayor Richardson and Council Members Sanders, Mackey, Sellers and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

4. Approve Interlocal Agreement between the City of Everman and Tarrant County for the Reconstruction of North Race Street. - [22048](#)

Motion was made by Council Member Sellers and seconded by Pro-Tem Mackey to approve Interlocal Agreement between the City of Everman and Tarrant County for the Reconstruction of

North Race Street. Mayor Richardson and Council Members Sanders, Mackey, Sellers, and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

5. Approve Interlocal Agreement between the City of Everman and Tarrant County for the Resurfacing of Various Parking Lots within the City of Everman. – [22047](#)

Motion was made Pro-Tem Mackey and seconded by Council Member Davila to approve Interlocal Agreement between the City of Everman and Tarrant County for the Resurfacing of Various Parking Lots within the City of Everman. Mayor Richardson and Council Members Sanders, Mackey, Sellers, and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

6. Approve Oncor Electric Delivery Company, LLC, Easement- 1,067 square feet of land situated in Block 16 Forbess Addition, an addition to the City of Everman, Tarrant County, Texas, as filled in Volume 388, Page 33, Plat Records of Tarrant County Texas, and authorizing the City Manager to execute all necessary documents associated. – [22046](#)

Motion was made by Council Member Sellers and seconded by Council Member Davila to approve Oncor Electric Delivery Company, LLC, Easement- 1,067 square feet of land situated in Block 16 Forbess Addition, an addition to the City of Everman, Tarrant County, Texas, as filled in Volume 388, Page 33, Plat Records of Tarrant County Texas, and authorizing the City Manager to execute all necessary documents associated. Mayor Richardson and Council Members Sanders, Mackey, Sellers, and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

7. Approve Resolution #2021-12-03 – A Resolution of the City of Everman, Texas, casting the City of Everman's allotted votes for the Board of Directors of the Texas Coalition for Affordable Power and Directing giving of Notice. – [22045](#)

Motion was made by Pro-Tem Mackey and seconded by Council Member Sanders to approve Resolution #2021-12-03 – A Resolution of the City of Everman, Texas, casting the City of Everman's allotted votes for the Board of Directors of the Texas Coalition for Affordable Power and Directing giving of Notice. Mayor Richardson and Council Members Sanders, Mackey, Sellers, and Davila voted Aye. Council Member Allen attended by Zoom. **Motion Carried**

8. Executive Session

Did not convene into Executive Session.

9. City Managers Report- Craig Spencer

City Manager Spencer informed council that City Hall would be closed December 24th and 27th for Christmas. Also, he stated it would be a good idea to cancel next weeks council meeting. Council is agreeance with that.

10. Mayor's Report: Mayor Ray Richardson

Mayor Richardson had nothing to report.

11. Adjourn.

Mayor Richardson adjourned the meeting at 7:06pm.

Mindi Parks
City Secretary

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**EVERMAN
CITY COUNCIL
REGULAR MEETING
AGENDA
Tuesday, January 4, 2022
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, January 4, 2022 at 6:30pm, at 212 North Race Street with the following agenda:

	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 (Zoom)
Absent:			
	Mindi Parks	*	City Secretary
Others Present:			
	Craig Spencer	*	City Manager
	Edna Martinez	*	Director of Customer Service/Court Clerk
	Susanne Helgesen	*	Director of Finance
	Landon Whatley	*	Fire 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. None

5. Citizen's comments

NONE

6. Discussion Items:

A. City of Everman Personnel Manual Review - 22054

City Manager Craig Spencer stated that some of the changes presented to council have been done by memos or policy changes throughout the year or recommended changes tonight. Page 8 of this printed copy of the manual presented to council have all changes that are made in this manual highlighted in yellow. Craig started going through all the sections that would be recommended for change or that have already changed throughout the year. These changes are in this agenda packet available on the city website for review as well for anyone. Council will review these changes further and this will go on the next Regular Meeting for approval.

B. City of Everman City Council Governance Policy Review – 22053

City Manager Craig stated that since the Personnel Manual is being reviewed and updated, he thought it would be a good idea to do the same for the City Council Governance Policy. Also wanting to get the councils guidance on any changes they would wish to make. Craig has no recommendations or guidance on this and would like to open the discussion for council. In the event that they do, he will make those changes in the policy and bring it back to them with an Ordinance for approval in a couple of months. The council did have a few questions and clarification on some things in the policy. Council will look at this policy and will bring it back for discussion again.

7. New Business:

Consideration and Possible Action:

- A. Approve Interlocal Agreement between the City of Everman and Tarrant County, Texas related to the development of a Flood Assessment/Master Drainage Study (Study) for Chambers Creek and its tributaries located within the City Limits of Everman, Texas. – **22052**

Motion was made by Council Member Denison and seconded by Pro-Tem Mackey to approve Interlocal Agreement between the City of Everman and Tarrant County, Texas related to the development of a Flood Assessment/Master Drainage Study (Study) for Chambers Creek and its tributaries located within the City Limits of Everman, Texas. Mayor Richardson, Council Members Sanders, Denison, Allen, Mackey, and Sellers voted Aye. Council Member Davila attended by Zoom. **Motion Carried**

- B. Approve the re-allocation of \$150,000 of the 2020 Certificate of Obligation Bond Proceeds to General Fund for the purposes of City Hall Improvements as presented by the City Manager. – **22055**

Motion was made by Pro-Tem Mackey and seconded by Council Member Denison to approve the re-allocation of \$150,000 of the 2020 Certificate of Obligation Bond Proceeds to General Fund for the purposes of City Hall Improvements as presented by the City Manager. Mayor Richardson and Council Members Sanders, Denison, Allen, Mackey, and Sellers voted Aye. Council Member Davila attended by Zoom. **Motion Carried**

- C. Approve Budget Amendments as presented by the Everman Finance Director – **22056**

Motion was made by Pro-Tem Mackey and seconded by Council Member Sellers to approve Budget Amendments as presented by the Everman Finance Director. Mayor Richardson and Council Members Sanders, Denison, Allen, Mackey, and Sellers voted Aye. Council Member Davila attended by Zoom. **Motion Carried**

7. Executive Session

Did not convene into Executive Session.

8. City Managers Report- Craig Spencer

Craig wanted to let council know the Parking lot savings by getting all that done at no cost. This savings was \$518,560.00. They are coordinating with Tarrant County with getting that asphalt picked up now. This will cause an eye sore on Race Street with all these projects going on stated Craig. He also stated that the curb work on Race is complete. As well as a number of projects being wrapped up that has been going on with Christopher and a few other projects. All Christmas décor throughout the city is being taken down this week also. Lastly, the City Hall Annex is moving along. The metal inspection is this week and wood framing is next week.

9. Mayor's Report: Mayor Ray Richardson

Mayor had nothing to report.

10. Adjourn.

Mayor Richardson adjourned meeting at 7:40pm.



Edna Martinez
Acting City Secretary



**EVERMAN
CITY COUNCIL
REGULAR MEETING
MINUTES
Tuesday, January 18, 2022
At 6:30pm.**

There will be a Regular Meeting held by the Everman City Council on Tuesday, January 18, 2022 at 6:30pm, at 212 North Race Street with the following agenda:

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
Absent:		
Mindi Parks	*	City Secretary
Others Present:		
Craig Spencer	*	City Manager
Edna Martinez	*	Acting City Secretary
Susanne Helgesen	*	Director of Finance
Landon Whatley	*	Fire Chief
Al Brooks	*	Sargent
Scott Dabbs	*	Corporal

1. Meeting called to order.

Mayor called meeting to order at 6:31pm.

2. Invocation.

3. Pledge of Allegiance.

4. Consent Agenda:

A. Reading of Minutes of the previous meetings:

1. **None**

B. Financial Reports:

1. November 2021
NONE

5. Presentations

- A.** Everman Police Department Swearing-In Ceremony - Scott Dabbs promotion to the rank of Corporal

Al Brooks swore in Scott Dabbs for a promotion to the rank of Corporal.

- B.** Proclamation declaring January 2022 as School Board Recognition Month in the City of Everman.

Mayor Richardson read the Proclamation for School Board Recognition Month for the City of Everman.

6. Citizen's comments

NONE

7. Discussion:

- A.** Review and discuss the FY2022 CDBG Project Proposal - Greg Saunders; City Engineer – 22060

Craig stated that this has already been discussed at the last Council meeting and this is the

Baker Addition Project that they want to submit to Tarrant County for the FY2022 CDBG Project. Craig displayed the map of the Addition that will be submitted for this project. Greg Saunders approached the council and explained how the water-line replacement project is the first step to the revitalization of this neighborhood. This will require a Public Hearing and then approval by council on this Proposal. Once approved and sent to Tarrant County for approval they can go out for bids in October. The total price on this Proposal is \$290,234.06. The city will have to commit to about \$84,000. Committing to this and contributing money for this project also gives us a better chance at getting approved for these types of Projects. Also, council are all wanting to make sure the citizens get notified when the water goes off for this replacement and traffic control. Greg will keep this in mind with this Project. This will be on the next Regular meeting for a Public Hearing and approval.

B. Staff Briefing - Scenic City Certification - 22061

City Manager Craig stated that the Application Period has begun for this program. There may be some Ordinances brought before council in February. Craig explained to council that he would like to hear of anything from them on this and to look through the application and get with him as soon as possible. This will be continued discussions and approvals for this Certification.

C. Staff Briefing - Project Management Software; "Basecamp 3" - 22062

City Manager Craig explained that right now in the city there are so many projects going on and so many things that need to be updated and communicated to city staff and council and he has this software to help with this. Basecamp 3" is the software and the city staff has invested in it. This new tool will allow staff to stay more organized on projects. City Council will be given access to major projects that will allow them to see the latest updates, plans, photos, etc. City Manager Craig has displayed this software on the screen for council review. He also stated while reviewing this software that we have 23 various projects going on throughout the city and all will be listed in this Software to stay more organized and stay informed if you wanted any updates. This is only \$1,000 a year for this Software and Craig moved on that for that price. Council will be receiving emails to get started soon and they are very excited for this new tool.

D. Review and discuss the Annual Energy Conservation Performance Guarantee Report provided by Nextera Energy - 22063

Craig stated that this project was kicked off by Mr. Gunderson four years ago with the light replacement and water meter replacement project. Every year they come out and do an Annual Report that highlights the savings. In this report that Craig has displayed on the screen, he wants council to look at page 8 of this report. This particular page shows the breakdown of the Fourth Performance Period Savings. The projected amount of savings for this Fourth Performance Period Savings was \$91,500. The actual savings shown is \$92,713. Craig just wanted council to see the report and the savings.

E. Staff Briefing - Current waterline improvement project updates - Gilberto Ramirez; Director of Public Works - 22064

Gilbert stated that the CDBG Project on Kelly and Coury has been completed as of November 4, 2021. The Texas Water Development Board Project which is the SRF Funds include Enon, Christopher and Chambers Creek area. Enon and Christopher are mainly done and they were out today on Christopher finishing off the patches at the end close to Everman Parkway. Enon is completely done. Gilbert also stated that Chambers Creek has been very difficult due to Covid and contractors not being able to get materials. Thursday of this week Gilbert will be meeting with the contractor in Chambers Creek to address any and all issues with this project. Gilbert also reported that the CIP Well Project is about 50% complete. This project is on Bluebell Drive. Last, he also stated that the ARPA Funds that is the electrical upgrades have started two weeks ago. Mayor Richardson asked what was going on with the Sewer Line Project on Enon which Greg Saunders talked to the engineer in Fort Worth on this project and they are having a pipe shortage. This may be a year behind Greg explained so it could be some time before that is complete. Also, Susan Mackey asked about the two Hydrants that have black bags on them. Those two are old and don't work and need replacing and Gilbert said there may be a new one with that black bag on it and it will be removed soon. Council had no more to discuss on these projects.

F. Staff Briefing - Everman Municipal Court - Edna Martinez; Office/Court Administrator - 22066

Craig stated that in Budget Cycle the council was not happy on the revenue for court. Edna Martinez, the Court Administrator is here to update council with some operations as it relates to these concerns. Edna explained that a lot of Code Enforcement citations get reduced by the Judge or even dismissed and we never collect anything for these citations. The ones that do get reduced eventually would go into Warrant status but since Covid the Judge has stopped having her issue Warrants. Edna stated that the Judge stated that after the first of the year she could start issuing the warrants but when she asked him, and he wanted the council to make that decision. Council would like for the Judge's contract to be reviewed and they also would like Edna to start issuing those warrants to try to get some revenue in for these citations. Council all are in agreeance that the judge needs to enforce when it comes to citations. Craig stated that council may want to open it up to contract with a new judge and see what else is out there. Council is in agreeance on Craig doing what he needs to do with this position. Craig will get with the City Attorney on this and get back to council.

G. Review and discuss the current City of Everman Board of Adjustments - 22065

Craig stated that there are no members on the BOA. This Board has sole authority without going to council but without members there is no way to have meetings. We have a few things that need to go before this Board. Craig got with our City Attorney and there are two options to fix this. First option is to recruit members and serve in that capacity. The second option is to abolish the BOA and City Council assumes all responsibility of the BOA and they would hear all these cases. Craig just needs council to let him know what they would like to do. Mayor and council asked if these could be with our council meeting dates and Craig stated yes, they could. Council would like Craig to move forward with abolishing this Board and council will assume these responsibilities.

8. Action Items:

Consideration and Possible Action:

A. Approve the City of Fort Worth and City of Everman Agreement for a CCN Boundary Adjustment and Provision of Water and authorize the City Manager to execute said agreement – 22058

Motion was made by Council Member Denison and seconded by Council Member Sanders to approve the City of Fort Worth and City of Everman Agreement for a CCN Boundary Adjustment and Provision of Water and authorize the City Manager to execute said agreement. **ALL VOTED AYE**

B. Approve Budget Amendments as presented by the Everman Finance Director – 22059

Motion was made by Council Member Denison and seconded by Council Member Sellers to approve Budget Amendments as presented by the Everman Finance Director. **ALL VOTED AYE**

7. Executive Session

Did not convene into Executive Session.

8. City Managers Report- Craig Spencer

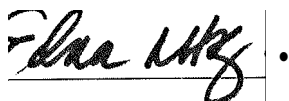
Craig just wanted to inform council that there are personnel shortages going on at the City Hall and we are doing our best to keep it open. When that happens, the lobby will close and the drive thru will remain open. Craig also stated that the rental and utility assistance information the council wanted out to the citizens will be put in the water bill as an insert paid by Tarrant County and at no cost to us. This information will also be on the website and social media. Last, the Civic Center will have a dramatic change coming with the progress and the brick work will be starting soon also.

9. Mayor's Report: Mayor Ray Richardson

Mayor had nothing to report.

10. Adjourn.

Mayor Richardson adjourned the meeting at 7:40pm.





FY 2022 Monthly Financial Update
 Period Ending December 2021



This monthly financial report is intended to provide informative and relevant financial data to City Council, as well as the citizens of Everman. The report includes highlights of the City’s financial condition as of December 30, 2021. The statements are prepared and reported on a modified accrual basis of accounting.

Cash Position:

The total cash position for the month was \$5,201,298 down \$55,298 from last month. The December 2021 cash position reflects a decrease of \$492,741 from December 2020.

Overall Performance:

There were no exceptional revenues or expenditures in December other than property tax, and sales tax collections. We must remember that our revenue streams are not guaranteed. Sales Taxes and Property Taxes are contingent upon the economy.

Property Tax Revenue:

The property taxes collected in December 2021 were \$632,721. As of December, we have collected 30.63% of this year’s budgeted property tax revenue. December and January are typically the two highest months for Property Tax collections. This revenue will continue to increase over the next couple of months.

	Budget	Month Actual	YTD Actual	% Budget
Property Tax - Current (General Fund)	\$ 2,626,164	\$ 499,245	\$ 710,611	27.06%
Property Tax - Delinquent	45,000	4,253	19,412	43.14%
Property Tax - Penalty & Interest	30,000	2,074	6,245	20.82%
Property Tax - Current (Debt Service Fund)	295,000	126,578	179,889	60.98%
Property Tax - Delinquent (Debt Service Fund)	3,275	572	2,612	79.76%
Total	\$ 2,999,439	\$ 632,721	\$ 918,768	30.63%



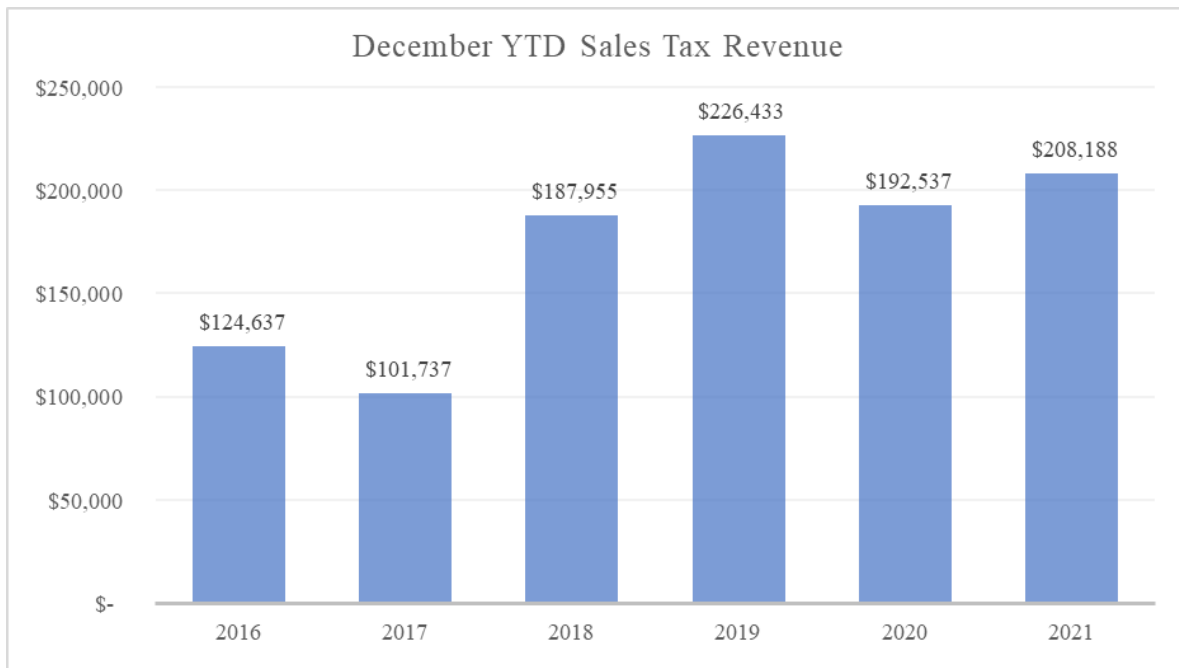
FY 2022 Monthly Financial Update
 Period Ending December 2021



Sales Tax Revenue:

Sales Tax is received approximately six weeks after the month has ended. December 2021 Sales Tax collections totaled \$61,956. This amount was an increase of \$6,497 over December 2020. The graph below reflects the most up to date information regarding sales tax collections. The growth reflects a positive upward trend of sales tax collections for the year. Sales tax is a large revenue source for the City’s General Fund.

	Budget	Month Actual	YTD Actual	% Budget
Sales Tax	\$ 375,000	\$ 31,185	\$ 105,420	28.11%
4B Sales Tax	175,000	15,593	52,710	30.12%
Street Improvement	85,000	7,796	26,355	31.01%
Crime Control District	83,000	7,382	23,702	28.56%
Total	\$ 718,000	\$ 61,956	\$ 208,188	29.00%





FY 2022 Monthly Financial Update Period Ending December 2021



General Fund:

Revenues

- Total General Fund year-to-date revenues in December 2021 totaled \$1,353,782 or 26.17%, of the budgeted annual revenue. This amount was a decrease of \$112,611 from December 2020.

Expenditures

- General Fund year-to-date expenditures in December 2021 totaled \$1,170,879 or 22.64%, of the budgeted expenditures. This amount was a decrease of \$97,985 from December 2020.

Water & Sewer Fund:

Revenues

- Total Water & Sewer Fund year-to-date revenues in December 2021 totaled \$617,482 or 23.79%, of the budgeted annual revenue. This amount was an increase of \$147,938 over December 2020. Water revenues are staying on the budgeted course and we continue to see improvement in the cash position for the Water & Sewer Fund.

Expenditures

- Water & Sewer Fund year-to-date expenditures in December 2021 totaled \$621,727 or 30.18%, of the budgeted expenditures. This amount was an increase of \$329,374 over December 2020. The increase in expenditures is mainly related to the ongoing water projects, the new well, and electrical upgrades to the current wells.

Investments:

Our investments at LOGIC ended the month with a \$3,736,302 balance and earned \$235 in interest for the month. The average monthly interest rate was 0.0737%, a slight increase from last month. As a result of the lowered federal interest rate, we can expect the interest rate at LOGIC to remain very low.

Other:

- We have sold many of our old vehicles and other assets through Lone Star Auctioneers already this fiscal year. The year-to-date revenue total on the sale of assets is \$31,100. We will continue to auction off all vehicles and equipment no longer used by the City.
- The annual bond payments will be paid in January for the General Fund (\$249,400) and Water & Sewer Fund (\$198,100).

Susanne Helgesen,
Finance Director

**City of Everman
Cash Position Report
As of December 31, 2021**

	Beginning Balance	Change	Ending Balance
GENERAL FUND			
Operating Cash	\$ (244,683.56)	\$ 308,819.36	\$ 64,135.80
Purchased CDs	-	-	-
Operation & Investment	671,423.91	21.57	671,445.48
Total General Fund	426,740.35	308,840.93	735,581.28
WATER & SEWER FUND			
Operating Cash	835,919.54	(677,542.64)	158,376.90
Restricted Reserve for Water Dep	9,260.53	0.30	9,260.83
2020 CO Issue - Construction Fund	1,019,049.06	32.74	1,019,081.80
Debt Service LT Note	34,843.08	350,001.12	384,844.20
Operation & Investment	51,020.85	350,001.66	401,022.51
Total Water & Sewer Fund	1,950,093.06	22,493.18	1,972,586.24
DEBT SERVICE FUND			
Operating Cash	113,686.03	127,150.06	240,836.09
Operation & Investment	760.13	-	760.13
Total Debt Service Fund	114,446.16	127,150.06	241,596.22
OTHER RESTRICTED FUNDS			
Fund 07 - TCOLE	1,258.77	-	1,258.77
Fund 25 - 4B Sales Tax - Economic Development	81,974.28	401.72	82,376.00
Fund 25 - General Sales Tax .50%	457,116.45	14.69	457,131.14
Fund 26 - TIF Dist #1 - Cnty/Hosp	104,356.56	(50,000.00)	54,356.56
Fund 26 - Cnty/Hosp/City Contributions	194,999.05	50,006.25	245,005.30
Fund 29 - 4A Sales Tax - Street Improvement	101,439.65	(45,480.13)	55,959.52
Fund 29 - General Sales Tax .25%	380,519.79	50,012.20	430,531.99
Fund 30 - 4B Sales Tax - Crime Control District	47,552.17	5,424.25	52,976.42
Fund 30 - Specific Sales Tax .25%	9,161.40	0.30	9,161.70
Fund 32 - 2013 Bond Issue - Operating	29,990.68	-	29,990.68
Fund 32 - 2013 Bond Issue - Operation & Investment	-	-	-
Fund 35 - 2020 CO Issue - 2021 Tax Notes - Operating	448,799.84	(324,191.00)	124,608.84
Fund 35 - 2020 CO Issue - 2021 Tax Notes - Operation & Investment	908,147.75	(199,970.83)	708,176.92
Total Other Restricted Funds	2,765,316.39	(513,782.55)	2,251,533.84
TOTAL ALL FUNDS	\$ 5,256,595.96	\$ (55,298.38)	\$ 5,201,297.58

City of Everman
Revenue Summary Report
As of December 31, 2021

	Budget	Month Actual	YTD Actual	% Budget
GENERAL FUND				
Property Tax	\$ 2,701,164	\$ 505,571	\$ 736,268	27.26%
Franchise Tax	265,000	49,614	61,326	23.14%
Permits / Licenses / Fees	385,000	28,481	84,456	21.94%
Sales Tax / Bingo Tax / Mixed Drink Tax	415,000	31,671	113,265	27.29%
Fines / Warrants / Recovery	132,000	4,823	22,367	16.94%
Inter-Govt Revenue	414,000	25,798	67,588	16.33%
Administrative Transfers	566,834	47,268	141,803	25.02%
Other Revenue	325,100	48,527	126,708	38.98%
Budgeted Equity Change	(31,458)	-	-	-
Total General Fund	5,172,640	741,755	1,353,782	26.17%
WATER & SEWER FUND				
Water Sales	1,200,500	113,530	320,580	26.70%
Sewer Fees	902,000	95,110	279,729	31.01%
Penalty & Reconnect Fees	65,000	5,484	18,524	28.50%
Other Revenue	2,250	71	(1,469)	-
2020 CO Issue (1)	-	-	238,118	-
2020 CO Issue Investment Income	500	33	119	23.79%
Budgeted Equity Change	(109,599)	-	-	-
Total Water & Sewer Fund	2,060,651	214,228	617,482	29.97%
DEBT SERVICE FUND				
Property Tax	298,275	127,150	182,501	61.19%
Investment Income	-	-	-	-
Total Debt Service Fund	298,275	127,150	182,501	61.19%
OTHER FUNDS				
TCOLE	1,500	-	-	-
Economic Development	283,410	15,607	52,753	18.61%
TIF Dist #1 (County/Hospital)	110,250	6	18	0.02%
4A Sales Tax - Street Improvement	251,500	7,809	26,390	10.49%
4B Sales Tax - Crime Control District	123,500	7,382	23,703	19.19%
2013 Bond	-	-	-	-
2020 CO Issue - 2021 Tax Notes	1,000	29	84	8.45%
Budgeted Equity Change	(111,250)	-	-	-
Total Other Funds	659,910	30,834	102,948	-
TOTAL ALL FUNDS	\$ 8,191,476	\$ 1,113,966	\$ 2,256,713	27.55%

** Investment income for all funds came in below budget as a result of the lowered federal interest rate **

1. TWDB reimbursement funds (amount not included in YTD total).

City of Everman
Expenditure Summary Report
As of December 31, 2021

	Budget	Month Actual	YTD Actual	% Budget
GENERAL FUND				
Administrative	\$ 706,680	\$ 57,828	\$ 160,926	22.77%
City Secretary	131,597	7,668	25,121	19.09%
Finance	430,797	77,066	98,736	22.92%
City Council (1)	22,500	2,128	7,946	35.31%
Human Resources	76,682	5,645	16,060	20.94%
Street	608,110	69,760	102,335	16.83%
Parks (2)	137,184	16,841	40,315	29.39%
Police	1,691,465	132,779	404,812	23.93%
Maintenance Garage	235,000	20,845	48,615	20.69%
Fire	738,169	80,590	189,048	25.61%
Annex - Community Center	11,000	-	-	-
Municipal Court	108,599	8,447	20,460	18.84%
Code Enforcement	73,861	4,450	13,794	18.68%
Library	94,933	6,637	18,405	19.39%
Animal Control	106,063	8,441	24,307	22.92%
Total General Fund	5,172,640	499,126	1,170,879	22.64%
WATER & SEWER FUND				
Water Administration (3)	725,294	319,183	448,896	61.89%
Water/Sewer Administration	478,351	43,050	112,933	23.61%
Sewer Collection	608,600	59,898	59,898	9.84%
Water/Sewer Debt	247,906	-	-	-
Total Water & Sewer	2,060,151	422,131	621,727	30.18%
DEBT SERVICE FUND				
Debt Service	298,275	-	-	-
Total Debt Service Fund	298,275	-	-	0.00%
OTHER FUNDS				
TCOLE	1,500	-	-	-
Economic Development	283,410	15,191	48,279	17.04%
TIF Dist #1 (County/Hospital)	-	-	-	-
4A Sales Tax - Street Improvement	251,500	3,276	8,660	3.44%
4B Sales Tax - Crime Control District	123,500	1,958	5,873	4.76%
2013 Bond	-	-	-	-
2020 CO Issue	-	524,191	617,284	-
Total Other Funds	659,910	544,616	680,097	-
TOTAL ALL FUNDS	\$ 8,190,976	\$ 1,465,873	\$ 2,472,703	30.19%

1. Overage due to a one-time Council conference.
2. Memorial Park expenses to be reimbursed by brick purchases.
3. Water Well expenses to be offset by 2020 CO Bond & ARPA funds.

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
		Cash Account: 99-1110-00-00			
81764	12/02/21	Bojorquez Law Firm, PC	2,928.30	R	ACH
81765	12/02/21	ADVANTAGE OFFICE PRODUCTS	202.08	0	Regular
81766	12/02/21	AFLAC	778.70	R	ACH
81767	12/02/21	Allen, Johnnie	100.00	R	ACH
81768	12/02/21	AMAZON CAPITAL SERVICES	3,044.59	R	ACH
81769	12/02/21	ARMSTRONG FORENSIC LABORATORY	945.00	R	ACH
81770	12/02/21	ATLAS UTILITIES	5,161.02	R	ACH
81771	12/02/21	ATMOS ENERGY	278.61	0	Regular
81772	12/02/21	GUILLERMINA AVELAR	15.00	0	Regular
81773	12/02/21	NELIDA ANGLADA	15.00	0	Regular
81774	12/02/21	Superior Vision of Texas	706.76	R	ACH
81775	12/02/21	BURLESON OUTDOOR POWER EQUIPME	165.62	0	Regular
81776	12/02/21	JUDY BUTLER	15.00	0	Regular
81777	12/02/21	BLUE TO GOLD	318.00	0	Regular
81778	12/02/21	CLAYTON BREWSTER	15.00	0	Regular
81779	12/02/21	WILLIAM BROWN	7.00	0	Regular
81780	12/02/21	C&S AIR INC.	166.71	0	Regular
81781	12/02/21	Charter Communications	1,389.49	R	ACH
81782	12/02/21	DENISE COLE	15.00	0	Regular
81783	12/02/21	ROGELIO CADENA	15.00	0	Regular
81784	12/02/21	Denison, Kelly	100.00	R	ACH
81785	12/02/21	Emergency Medical Products Inc	602.62	0	Regular
81786	12/02/21	ENTERPRISE FM TRUST	13,012.20	R	ACH
81787	12/02/21	FEDEX	87.02	0	Regular
81788	12/02/21	Fort Worth Water Dept.	59,897.92	0	Regular
81789	12/02/21	FW PROMO	167.50	0	Regular
81790	12/02/21	LAURA FABELA	15.00	0	Regular
81791	12/02/21	GAULT'S AUTO SHOP	127.87	0	Regular
81792	12/02/21	GROSSMAN DESIGN BUILD, LLC	357,371.00	R	ACH
81793	12/02/21	TINA GEE	15.00	0	Regular
81794	12/02/21	LETICIA GARCIA	15.00	0	Regular
81795	12/02/21	Home Depot Credit Services	3,170.49	0	Regular
81796	12/02/21	RANDY HARRIS	15.00	0	Regular
81797	12/02/21	FLORAL EFFECTS	309.99	R	ACH
81798	12/02/21	JOYCE KNEPPER	15.00	0	Regular
81799	12/02/21	William Randall Lane	750.00	R	ACH
81800	12/02/21	LEGALSHIELD	642.35	0	Regular
81801	12/02/21	LIFEWORKS (US) LTD.	145.00	R	ACH
81802	12/02/21	Lonestar Maintenance/Serv	1,725.15	0	Regular
81803	12/02/21	Mackey, Susan	100.00	R	ACH
81804	12/02/21	MATHESON TRI-GAS INC	385.20	R	ACH
81805	12/02/21	MIRIAM DAVILA	100.00	R	ACH
81806	12/02/21	MUTUAL OF OMAHA	12,443.78	0	Regular
81807	12/02/21	OLGA MORENO	15.00	0	Regular

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
81808	12/02/21	ENRIQUE MORADO	15.00	0	Regular
81809	12/02/21	MAYRA MEJIA	5.00	0	Regular
81810	12/02/21	EDNA MARTINEZ	15.00	0	Regular
81811	12/02/21	NEW BENEFITS, LTD	518.50	R	ACH
81812	12/02/21	Michael Nicoletti	175.00	R	ACH
81813	12/02/21	CHARLES NELSON	15.00	0	Regular
81814	12/02/21	OPENGOV, INC	24,371.00	R	ACH
81815	12/02/21	O'Reilly Automotive Stores, Inc	245.66	0	Regular
81816	12/02/21	PATCON SERVICES LLC	3,095.00	0	Regular
81817	12/02/21	TERESA PEREZ	15.00	0	Regular
81818	12/02/21	KRISTA PAFFORD	15.00	0	Regular
81819	12/02/21	MARIA PALACIOS	15.00	0	Regular
81820	12/02/21	QUALBE MARKETING GROUP, LLC	241.15	R	ACH
81821	12/02/21	COMMERCIAL RECORDER	5.20	0	Regular
81822	12/02/21	Burnise Ray Richardson	500.00	R	ACH
81823	12/02/21	Roadrunner Traffic Supply, Inc	259.40	0	Regular
81824	12/02/21	WENDY BURGESS, TAX ASSESSOR COL	563.36	0	Regular
81825	12/02/21	SILVERO RAMIREZ	15.00	0	Regular
81826	12/02/21	ALICIA RAMIREZ	15.00	0	Regular
81827	12/02/21	LINDA SANDERS	100.00	R	ACH
81828	12/02/21	Judy Sellers	100.00	R	ACH
81829	12/02/21	SIDDONS MARTIN EMERGENCY GROUP	4,898.17	R	ACH
81830	12/02/21	SPRINT	93.10	0	Regular
81831	12/02/21	ELIZABETH STONITSCH	15.00	R	ACH
81832	12/02/21	CLAUDIA RODRIGUEZ	15.00	0	Regular
81833	12/02/21	ALICIA SALAS	15.00	0	Regular
81834	12/02/21	JONATHAN SEPYLVEDA	15.00	0	Regular
81835	12/02/21	FERNANDO SANDOVAL	15.00	0	Regular
81836	12/02/21	BO SPURGEON	10.00	0	Regular
81837	12/02/21	TPX COMMUNICATIONS	3,576.94	0	Regular
81838	12/02/21	Texas Water Products	586.90	0	Regular
81839	12/02/21	ERIKA TORRES	15.00	0	Regular
81840	12/02/21	RYAN TORREZ	168.72	0	Regular
81841	12/02/21	Watchguard Video	276.00	0	Regular
81842	12/02/21	WEX BANK	8,674.73	R	ACH
81843	12/02/21	LANDON WHATLEY	15.00	0	Regular
81844	12/02/21	LEE WESTCOTT	15.00	0	Regular
81845	12/02/21	DONNA WILKERSON	15.00	0	Regular
81846	12/02/21	LORI YOUNG	15.00	0	Regular
81847	12/02/21	WKCRB LLC	1.74	0	Regular
81848	12/02/21	SULLIVAN, SAMUEL	20.43	0	Regular
81849	12/02/21	TARRANT MANAGEMENT INC	.57	0	Regular
81850	12/02/21	HAMMETT EXCAVATION	1,490.50	0	Regular
81851	12/02/21	LINEBARGER GOGGAN BLAIR & SAMP	84.00	0	Regular
81852	12/08/21	ARMSTRONG FORENSIC LABORATORY	185.00	R	ACH

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
81853	12/08/21	BEAN ELECTRICAL, INC.	3,900.00	0	Regular
81854	12/08/21	ANTONIO CABRERA	900.00	R	ACH
81855	12/08/21	DENISE COLE	15.00	0	Regular
81856	12/08/21	CRISTINA CASTILLO	15.00	0	Regular
81857	12/08/21	DENISE COLE	15.00	0	Regular
81858	12/08/21	CG ELECTRIC, INC	232.00	0	Regular
81859	12/08/21	ENTERPRISE FM TRUST	4,960.53	R	ACH
81860	12/08/21	ESO SOLUTIONS, INC	3,091.20	0	Regular
81861	12/08/21	Fort Worth Water Dept.	1,984.49	0	Regular
81862	12/08/21	JOSE GONZALEZ	15.00	0	Regular
81863	12/08/21	KAREN GURROLA	15.00	0	Regular
81864	12/08/21	GOMEZ BROTHERS	172,228.85	0	Regular
81865	12/08/21	HOYT BREATHING AIR PRODUCTS	1,048.00	0	Regular
81866	12/08/21	HOYT BREATHING AIR PRODUCTS	755.00	0	Regular
81867	12/08/21	WASTE CONNECTIONS	47,381.27	R	ACH
81868	12/08/21	MARIBEL JIMENEZ	15.00	0	Regular
81869	12/08/21	KILGORE COLLEGE	2,200.00	0	Regular
81870	12/08/21	Lonestar Maintenance/Serv	133.00	0	Regular
81871	12/08/21	LONE STAR OXYGEN SUPPLY	179.13	0	Regular
81872	12/08/21	LONE STAR OXYGEN SUPPLY	132.35	0	Regular
81873	12/08/21	LONE STAR OXYGEN SUPPLY	65.34	0	Regular
81874	12/08/21	LISA MARTINEZ	15.00	0	Regular
81875	12/08/21	NOVATECH, INC.	201.16	R	ACH
81876	12/08/21	VIGINIA ORTIZ	15.00	0	Regular
81877	12/08/21	POLAR ENGRAVING	487.00	0	Regular
81878	12/08/21	FERNANDA RANGEL	15.00	0	Regular
81879	12/08/21	CHARLIE SMITH	50.00	R	ACH
81880	12/08/21	SALS TREESCAPE SERVICE INC	1,250.00	0	Regular
81881	12/08/21	GERRY THOMAS	300.00	R	ACH
81882	12/08/21	TMRS	25,320.09	R	ACH
81883	12/08/21	THE SOUTHWEST ESCROW COMPANY	10,472.75	0	Regular
81884	12/08/21	THE SOUTHWEST ESCROW COMPANY	65,888.69	0	Regular
81885	12/08/21	AHMED KORKUTOVIC	700.00	R	ACH
81886	12/13/21	TEXAS STATE DISBURSEMENT UNIT	439.82	0	Regular
81887	12/13/21	DATA PROSE, INC	3,268.98	R	ACH
81888	12/13/21	DISCOVERY BENEFITS HELGESEN	300.00	0	Regular
81889	12/16/21	BLACKBOARD INC.	5,428.80	R	ACH
81890	12/22/21	Bojorquez Law Firm, PC	5,281.48	R	ACH
81891	12/22/21	AMAZON CAPITAL SERVICES	2,169.34	R	ACH
81892	12/22/21	TEXAS MATERIALS GROUP, INC	1,169.28	0	Regular
81893	12/22/21	ATLAS UTILITIES	876.66	R	ACH
81894	12/22/21	TEXAS STATE DISBURSEMENT UNIT	439.82	0	Regular
81895	12/22/21	ACTIVE911 INC	305.50	0	Regular
81896	12/22/21	ASPO SUPPLY	495.04	0	Regular
81897	12/22/21	Commerce Bank Commercial Cards	17,273.66	R	ACH

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
81898	12/22/21	COKENDOLPHER CUSTOM IRON WORKS	9,082.00	0	Regular
81899	12/22/21	CENTRAL TEXAS WATER WELL	85,500.00	0	Regular
81900	12/22/21	DATA PROSE, INC	2,509.38	R	ACH
81901	12/22/21	Gexa Energy	15,088.12	R	ACH
81902	12/22/21	ENTERPRISE FM TRUST	15,448.32	R	ACH
81903	12/22/21	FP MAILING SOLUTIONS	246.00	0	Regular
81904	12/22/21	GROSSMAN DESIGN BUILD, LLC	166,820.00	R	ACH
81905	12/22/21	MARIA GONZALEZ	15.00	0	Regular
81906	12/22/21	Hach Company	397.80	0	Regular
81907	12/22/21	Home Depot Credit Services	1,191.03	0	Regular
81908	12/22/21	FLORAL EFFECTS	54.98	R	ACH
81909	12/22/21	William Randall Lane	750.00	R	ACH
81910	12/22/21	LIFEWORKS (US) LTD.	145.00	R	ACH
81911	12/22/21	MARTIN LOCKSMITH, INC	203.00	0	Regular
81912	12/22/21	CELIA MONTES	15.00	0	Regular
81913	12/22/21	NEW BENEFITS, LTD	501.50	R	ACH
81914	12/22/21	NOVATECH, INC.	322.59	R	ACH
81915	12/22/21	POLAR ENGRAVING	245.00	0	Regular
81916	12/22/21	Roadrunner Traffic Supply, Inc	316.14	0	Regular
81917	12/22/21	ALICIA SALAS	15.00	0	Regular
81918	12/22/21	SIDDONS MARTIN EMERGENCY GROUP	11,088.78	R	ACH
81919	12/22/21	Snow Garrett & Company	27,850.00	0	Regular
81920	12/22/21	TARRANT APPRAISAL DISTRICT	13,236.99	0	Regular
81921	12/22/21	TX COMMISSION ON ENVIRONMENTAL	5,171.95	R	ACH
81922	12/22/21	UNIFIRST HOLDINGS, INC	555.14	R	ACH
81923	12/22/21	UHS PREMIUM BILLING	36,492.41	0	Regular
81924	12/22/21	VERIZON WIRELESS	1,135.18	0	Regular
81925	12/22/21	WILLIAMS SIGN COMPANY	310.00	0	Regular
81926	12/22/21	WELLS FARGO FINANCIAL LEASING	396.00	0	Regular
81927	12/30/21	Allen, Johnnie	100.00	R	ACH
81928	12/30/21	ANTONIO CABRERA	900.00	R	ACH
81929	12/30/21	Denison, Kelly	50.00	R	ACH
81930	12/30/21	Doug Keys Service	2,523.88	0	Regular
81931	12/30/21	Mackey, Susan	100.00	R	ACH
81932	12/30/21	MIRIAM DAVILA	50.00	R	ACH
81933	12/30/21	LUIS RAMOS	50.00	R	ACH
81934	12/30/21	Burnise Ray Richardson	500.00	R	ACH
81935	12/30/21	LINDA SANDERS	100.00	R	ACH
81936	12/30/21	Judy Sellers	100.00	R	ACH
81937	12/30/21	GERRY THOMAS	200.00	R	ACH
81938	12/30/21	MEZAAL, SUMAYAH A	21.81	0	Regular
81939	12/30/21	REYES, HOUDINI	.08	0	Regular
81940	12/30/21	AHMED KORKUTOVIC	900.00	R	ACH

112	Checks total:	537,444.82
65	ACH total:	762,723.53
0	EFTPS total:	
0	Wire transfer total:	
0	Payment Manager total:	
177	GRAND TOTALS	1,300,168.35

PUBLIC HEARING - Public Hearing to hear citizen...

C. W. Spencer

Submission Date Feb 8, 2022 4:46 PM

Agenda Tracking Number 22075

TYPE:

Presentation

What date would you like to have this item added: Feb 15, 2022

SUBJECT: PUBLIC HEARING - Public Hearing to hear citizens comments related to the City of Everman & Tarrant County 2022 CDBG (48th Year) Project Proposal.

RECOMMENDATION: No recommendation at this time.

ATTACHMENTS:



[Public Hearing Notice - CDBG 2022.pdf](#)

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

Originating Department: City Manager

Originating Department Head: C. W. Spencer

Incident Briefing - School Incident that occurred ...

C. W. Spencer

Submission Date Feb 11, 2022 1:03 PM

Agenda Tracking Number 22079

TYPE:

Discussion

What date would you like to have this item added: Feb 15, 2022

SUBJECT: Incident Briefing - School Incident that occurred on February 10, 2022

RECOMMENDATION: No recommendation at this time

DISCUSSION: Incident briefing by the Chief of Police

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

Originating Department: City Manager's Office

Originating Department Head: C. W. Spencer

TCEQ Municipal Setting Designation (MSD) Applicati...

C. W. Spencer

Submission Date Feb 11, 2022 12:43 PM

Agenda Tracking Number 22076

TYPE: Discussion

What date would you like to have this item added: Feb 15, 2022

SUBJECT: TCEQ Municipal Setting Designation (MSD) Application - Consolidated Consulting Group, LLC - Jude Havens; Principal

RECOMMENDATION: No recommendation at this time

DISCUSSION: Consolidated Consulting Group, LLC is requesting that the Everman City Council adopt a resolution or ordinance that authorizes Hickman Family Limited Partnership (LP) as a Municipal Setting Designation (MSD). I have attached their request letter here that was initially submitted in June of 2020 detailing the request. This request was initially approved by staff, however this requires City Council Action, not staff approval.

Jude Havens with Consolidated Consulting Group, LLC will be present to brief the City Council on this request. No action will be expected this meeting.

ATTACHMENTS:



[City of Everman - Hickman MSD Water Well Owner Notification Letter.pdf](#)



[Hickman Family MSD Ordinance & Resolution.pdf](#)

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

Originating Department: Everman Police Department

Originating Department Head: C. W. Spencer

INTERLOCAL AGREEMENT BETWEEN THE CITY OF EVERMA...

C. W. Spencer

Submission Date Feb 11, 2022 5:27 PM

Agenda Tracking Number 22081

TYPE: Discussion

What date would you like to have this item added: Feb 15, 2022

SUBJECT: INTERLOCAL AGREEMENT BETWEEN THE CITY OF EVERMAN, TEXAS AND THE CITY OF KENNEDALE, TEXAS, FOR RABIES CONTROL AND THE SHARED USE OF THE CITY OF EVERMAN ANIMAL SHELTER

RECOMMENDATION: It is recommended that the Everman City Council approve this item

DISCUSSION: Proposed agreement is attached

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[ILA - Everman ^0 Kennedale - Animal Control ^0 Rabies Control \(002\) \(002\) 2.11.22.pdf](#)

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

Originating Department: City Manager

Originating Department Head: C. W. Spencer

Approve OpenGov Statement of Work and Order ...

C. W. Spencer

Submission Date Feb 8, 2022 4:43 PM

Agenda Tracking Number 22074

TYPE:

Consideration and Possible Action

What date would you like to have this item added: Feb 15, 2022

SUBJECT: Approve OpenGov Statement of Work and Order Agreement as presented and authorizing the City Manager to execute all agreements associated.

RECOMMENDATION: It is recommended that the Everman City Council approve OpenGov Statement of Work and Order Agreement as presented and authorizing the City Manager to execute all agreements associated.

DISCUSSION: In October of 2020, the Everman City Council authorized the allocation of \$145,000 of American Rescue Plan Funds (ARPA) for OpenGov cloud-based software. This is a cloud-based upgrade that will significantly enhance capabilities related specifically to financial tracking, budgeting, asset tracking and planning of appropriate responses to the COVID-19 pandemic. As a reminder, I have attached a copy of the ARPA funds proposal for your review if needed.

After meeting with city staff, OpenGov has provided a Statement of Work (SOW) as well as the order associated with this project. The total for Professional Services came to \$129,500. This is less than originally anticipated and allocated by ARPA.

City Management is requesting approval by the City Council to move forward with this order.

ATTACHMENTS:



[City of Everman TX Cloud Upgrade 3.1.22 v3.pdf](#)



[OpenGov City of Everman TX SOW 02.07.22.pdf](#)



[Project - Technology Infrastructure - OpenGov.pdf](#)

Submitted for City
Manager's Office by:

C. W. Spencer

Originating Department:

City Manager

Originating Department
Head:

C. W. Spencer

Approve Fiscal Year 2022 Comprehensive Financi...

Susanne Helgesen

Submission Date Feb 11, 2022 12:58 PM

Agenda Tracking Number 22077

TYPE:

Consideration and Possible Action

What date would you like to have this item added: Feb 15, 2022

SUBJECT: Approve Fiscal Year 2022 Comprehensive Financial Management Policy

RECOMMENDATION: It is recommended that the Everman City Council approve the Fiscal Year 2022 Comprehensive Financial Management Policy

DISCUSSION: No proposed changes have been made to this policy

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[FY 22 Comprehensive Financial Management Policy.pdf](#)

Submitted for City Manager's Office by: Susanne Helgesen

Originating Department: Finance Director

Originating Department Head: Susanne Helgesen

Approved the allocation \$3,200 of Court Technol...

Edna Martinez

Submission Date Feb 11, 2022 1:00 PM

Agenda Tracking Number 22078

TYPE:

Consideration and Possible Action

What date would you like to have this item added: Feb 15, 2022

SUBJECT: Approved the allocation \$3,200 of Court Technology funds for the procurement of electronic signature pads and a computer tablet for the Everman Municipal Court

RECOMMENDATION: It is recommended that the Everman City Council approve this item

DISCUSSION: Please see the attached request.

ATTACHMENTS:



[EXPENDITURE REQUEST.pdf](#)

Submitted for City Manager's Office by: Edna Martinez

Originating Department: Office/Court Administrator

Originating Department Head: Edna Martinez

Approve DIR Contract Number DIR-TELE-CTSA-...

C. W. Spencer

Submission Date Feb 11, 2022 1:45 PM

Agenda Tracking Number 22080

TYPE:

Consideration and Possible Action

What date would you like to have this item added: Feb 15, 2022

SUBJECT: Approve DIR Contract Number DIR-TELE-CTSA-003 Attachment F1 Verizon Wireless Customer Agreement and authorize the City Manager to execute all associated documents.

RECOMMENDATION: It is recommended that the Everman City Council approve this item.

DISCUSSION: The State of Texas and Verizon Wireless have amended the State of Texas DIR Contract. Verizon wireless serves as a primary vendor for wireless connectivity (air cards, city cell phones, etc). Verizon Wireless is requesting an updated Customer Agreement secondary to this updated DIR Contract.

ATTACHMENTS:



[dir_tele_ctsa_003_customer_agreement.pdf](#)

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

Originating Department: City Manager

Originating Department Head: C. W. Spencer

INTERLOCAL AGREEMENT BETWEEN THE CITY OF EVERMA...

C. W. Spencer

Submission Date Feb 11, 2022 5:27 PM

Agenda Tracking Number 22081

TYPE:

Discussion

What date would you like to have this item added: Feb 15, 2022

SUBJECT: INTERLOCAL AGREEMENT BETWEEN THE CITY OF EVERMAN, TEXAS AND THE CITY OF KENNEDALE, TEXAS, FOR RABIES CONTROL AND THE SHARED USE OF THE CITY OF EVERMAN ANIMAL SHELTER

RECOMMENDATION: It is recommended that the Everman City Council approve this item

DISCUSSION: Proposed agreement is attached

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[ILA - Everman ^0 Kennedale - Animal Control ^0 Rabies Control \(002\) \(002\) 2.11.22.pdf](#)

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

Originating Department: City Manager

Originating Department Head: C. W. Spencer