

**MINUTES OF A REGULAR MEETING  
OF THE  
EULESS CITY COUNCIL  
Tuesday, January 14, 2014**

A regular meeting of the Euless City Council was called to order by Mayor Mary Lib Saleh at 4:01 p.m. on Tuesday, January 14, 2014, in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Mayor Mary Lib Saleh, Mayor Pro Tem Leon Hogg, Council Members Tim Stinneford, Linda Martin, Linda Eilenfeldt, and Perry Bynum. Council Member Glenn Porterfield arrived at 4:03 p.m.

During the Precouncil meeting:

- Mayor Mary Lib Saleh expressed her appreciation to city staff for coordinating the recent holiday celebrations and continuing to provide services during the recent inclement weather.
- Council Member Linda Martin commended the Parks and Community Services Department related to the new pole banners that were installed around the city.
- City Manager Gary McKamie advised that Information Services Administrator Dan McLain has extended his retirement to assist in the transition of the newly hired administrator, Scott Joyce, who will join the City on February 4, 2014.

Additionally, he announced that the Town Hall meeting will be held on January 23, 2014, at 7 p.m.

- Director of Parks and Community Services Ray McDonald presented the trail system update related to the Glade Parks Trail Connection, including the grant application and timeline.

He presented a comparison of crushed aggregate and concrete trail surfaces, including the effects of the weather to each surface, as well as the ongoing maintenance for each.

- Director of Parks and Community Services McDonald provided an update related to the impact of the recent inclement weather to the Parks and Leisure services activities, including league play at Softball World at Texas Star. He advised that Softball World realized a revenue loss of approximately \$63,000 due to tournament and league cancellations.

Additionally, he advised that staff monitors and evaluates the usage of the watering stations around the city in attempt to reduce repairs during the winter months.

Texas Star General Manager Glenda Hartsell-Shelton advised that the golf course practice putting green is covered during extreme drops in temperature.

- Assistant City Manager Chris Barker provided an update related to the Alan Plummer and Associates contract, specific to the City's eligibility to receive a grant and loan

funding for both the fixed base meter reading and water meter change out, and the reclaimed water line extension projects. (Consent Agenda Item No. 4 and 5).

- Director of Planning and Economic Development Mike Collins addressed the City Council regarding the Community Development Block Grant (CDBG) 40<sup>th</sup> Year project funding, and advised that the City would receive approximately \$252,246, plus any unused funds from the previous year. He stated that the City contracted with Schrickel, Rollins and Associates, Inc. to evaluate and identify eligible projects, and a report will be presented to the City Council at the January 28, 2014, meeting.

City Manager McKamie advised that the City has utilized project funds for infrastructure improvements, and that funds have been utilized for the construction of sidewalk accessibility ramps.

Discussion ensued regarding conducting a citizen survey to identify additional project areas for the CDBG funding and the topic can also be discussed at the Town Hall meeting on January 23, 2014.

- Police Captain Gary Landers presented the code update related to residential and commercial code issues, including damage caused by the recent inclement weather throughout the City.

Discussion ensued regarding the City's ability to regulate 8-liner gaming machines within convenience stores. City Manager McKamie advised that city staff would evaluate possible solutions.

- Finance Director Janina Jewell provided the financial update related to sales tax collections for the period ending November 30, 2013. She advised that the car rental tax was down by 2.8 percent from the prior year for the same month but was up by 4.4 percent when compared to the prior year to date. Additionally, she advised that sales tax collections were up 3.26 percent when compared to the prior year for the same month.
- Director of Public Works Hal Cranor presented the water update and stated that the Tarrant Regional Water District (TRWD) storage capacity is down approximately eight (8) to nine (9) percent when compared to the previous year. Additionally, he advised that request for proposals will be sent out in the near future to investigate the current status of each city well and to make recommendations to the City Council as to the best course of action concerning each.
- City Manager McKamie reviewed the regular agenda.

## **CLOSED SESSION**

The City Council convened into closed session at 6:35 p.m. for deliberation regarding the following:

Seek legal advice from the City Attorney as authorized by Section 551.071 of the Texas Government Code related to:

- Amortization

Concerning personnel matters as authorized by Section 551.074 of the Texas Government Code related to:

- Planning and Zoning Commission

Concerning economic development incentives as authorized by Section 551.087 of the Texas Government Code related to:

- South Industrial Boulevard

The City Council recessed closed session at 6:49 p.m.

### **COUNCIL CONSIDERATION OF SCHEDULED ITEMS – COUNCIL CHAMBERS**

The Euless City Council continued their meeting in the Council Chambers at 7:00 p.m. for consideration of scheduled items.

### **STAFF MEMBERS PRESENT**

City Manager Gary McKamie  
Deputy City Manager Loretta Getchell  
Assistant City Manager Chris Barker  
City Attorney Wayne Olson  
City Secretary Kim Sutter  
Assistant to the City Secretary Holly Houston  
Police Chief Mike Brown  
Director of Planning and Economic Development Mike Collins  
Director of Public Works Hal Cranor  
Director of Administrative Services Dale Harwell  
Director of Parks and Community Services Ray McDonald  
Finance Director Janina Jewell  
Fire Chief Wes Rhodes  
Fire Operations Chief Chanc Bennett  
Marketing/Communications Manager Betsy Deck  
Texas Star General Manager Glenda Hartsell-Shelton  
Library Administrator Sherry Knight  
Fleet and Facility Administrator Kyle McAdams  
Information Services Administrator Dan McLain  
Assistant Fire Chief Jeff Morris  
Fire Marshal Paul Smith  
Computer Support Specialist II Brett Bennett  
Police Corporal Brian Brennan  
Police Senior Officer Coty Bush  
Firefighter Robert Butler  
Firefighter II James Cowger  
Web Designer Adam Eakins  
Police Captain Steve Eskew  
Police Senior Officer Bryan Gardner  
Firefighter Casey Giles

Firefighter II Jeremy Goodman  
Firefighter/Driver Jeff Hayden  
Firefighter II Robert Hopkins  
Firefighter Michael Jones  
Deputy Court Clerk Jerrie Keller  
Police Captain Gary Landers  
Police Senior Corporal Todd Murphree  
Fire Battalion Chief John O'Brien  
Firefighter II Saul Padilla  
Firefighter Adam Parkhurst  
Fire Administrative Secretary Tammy Renteria  
Public Works Technical Specialist Richard Ross  
Firefighter II Josh Schnitzius  
Firefighter Brandon Schroeder  
Fire Lieutenant Jacob Smith  
Police Lieutenant Eric Starnes  
Firefighter/Driver Chris Sutterfield  
Fire Captain Jerry Sutton  
Fire Secretary Melissa Thomas  
Firefighter II Tom Tyre  
Police Lieutenant John Williams  
Police Sergeant Ron Williamson  
Police Sergeant Brandon Zachary  
Firefighter II Ken Wroblski

**VISITORS**

Ryane Barker	Marianne McGinnis	John Schleeter
Aileen Bennett	Barbara Girouard	Barney Snitz
Aubrey Bennett	Richard Girouard	Faye Stinneford
Michael Bennett	Don Martin	Jake Thomasson
Darl Easton	Kaveh Meghdadpour	Jeremy Tompkins
Iris Elliott	Dana Nuber	Lori Tompkins
Mai Garcia	Kenny Olmstead	Peggy Vandiver
Candace Gardner	Betty Priddy	Warren Wilson
Lauren Gardner	Irma Reyes	Tom Winn
Maddie Gardner	Jason Reyes	
Tommy Gardner	Dee Ross	

And others as noted in the visitor register.

**INVOCATION**

Assistant City Manager Chris Barker gave the invocation.

**PLEDGE OF ALLEGIANCE**

Council Member Linda Eilenfeldt led the pledge of allegiance.

**ITEM NO. 1. PRESENTATION OF EMPLOYEE OF THE YEAR**

Director of Public Works Hal Cranor introduced Public Works Technical Specialist Richard Ross. Richard was accompanied by his wife, Dee.

Mayor Saleh presented Richard with a plaque commemorating his selection as Employee of the Year for 2013.

**ITEM NO. 2. PRESENTATION OF EMPLOYEE SERVICE PINS**

Police Chief Mike Brown introduced Police Senior Officer Coty Bush. Coty was accompanied by members of the Police Department. Council Member Bynum presented Coty with a service pin commemorating her 10 years of service with the City.

Police Chief Brown introduced Police Senior Officer Bryan Gardner. Bryan was accompanied by his wife, Candace, daughters, Lauren and Maddie, son, Tommy, and members of the Police Department. Council Member Porterfield presented Bryan with a service pin commemorating his 15 years of service with the City.

Police Chief Brown introduced Police Senior Corporal Todd Murphree. Todd was accompanied by his son, Collin, and members of the Police Department. Council Member Martin presented Todd with a service pin commemorating his 15 years of service with the City.

Police Corporal Kurt Davis was not present to receive a service pin commemorating his 20 years of service with the City.

Fire Chief Wes Rhodes introduced Fire Operations Chief Chanc Bennett. Chanc was accompanied by his wife, Aileen, son, Michael, daughter, Aubrey, and members of the Fire Department. Council Member Stinneford presented Chanc with a service pin commemorating his 20 years of service with the City.

**ITEM NO. 3. PRESENTATION QUARTERLY PUBLIC WORKS REPORT**

Director of Public Works Cranor presented the quarterly Public Works report which included the following items:

- Public Works
  - Staff and activities;
- Sewer Department
  - Staff and equipment used;
- Sweeping of streets since the recent inclement weather, 240 man hours for sanding with 80 tons of sand;
- Engineering Department
  - Sidewalks within Dominion Phase 1 completed, and Phase 2 construction will begin next week;
  - Fiscal Year 2014 Sanitary Sewer Rehabilitation;
  - Americans with Disabilities Act (ADA) ramps; and,
  - Reclaimed water project (pump station at Bear Creek);

Additionally, Director of Public Works Cranor stated that work on Cullum Drive will begin on January 20, 2014, and work on the Glade Parks project will begin January 27, 2014. He also presented statistics related to the work orders and water leaks filed October to December 2013.

**CONSENT AGENDA (items 4 through 9)**

Mayor Saleh read each item into the record.

Council Member Stinneford motioned to approve the consent agenda items number 4 through 9.

Mayor Pro Tem Hogg seconded the motion.

Ayes: Mayor Saleh, Mayor Pro Tem Hogg, Council Members Stinneford, Martin, Eilenfeldt, Porterfield, and Bynum

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 4. AUTHORIZED THE CITY MANAGER TO EXECUTE AN ENGINEERING SERVICES CONTRACT**

Authorized the City Manager to execute an Engineering Services Contract with Alan Plummer and Associates, Inc. (APAI) for services in assisting the City with the Texas Water Development Board State Revolving Fund loan applications and the United States Bureau of Reclamation WaterSMART grant application.

Deputy City Manager Getchell informed Council of two projects currently in the Capital Improvements Plan which include the extension of the reclaimed water main and replacement of water meters which could potentially qualify for grant funding or low to no interest loans through the Texas Water Development Board State Revolving Fund or the United States Bureau of Reclamation WaterSMART grant program. APAI will assist the City in the preparation of application forms and will bill on an hourly basis in an amount not to exceed \$78,000.

**ITEM NO. 5. APPROVED RESOLUTION NO. 14-1420**

Approved Resolution No. 14-1420, requesting funding from the United States Department of the Interior, Bureau of Reclamation WaterSMART Water and Energy Efficiency Program.

Deputy City Manager Getchell stated that item 5 is related to item 4 in that the U. S. Department of Interior Bureau of Reclamation requires that the City Council pass a resolution to allow the City to apply for any grant funding. Any funds received would be utilized for water meter replacement.

**ITEM NO. 6. AUTHORIZED THE PURCHASE OF SELF CONTAINED BREATHING APPARATUS**

Authorized the purchase of new National Fire Protection Association (NFPA) 2013 compliant MSA self-contained breathing apparatus (SCBA), Model M7XTH (FireHawk) from Casco Industries, Inc., an authorized dealer for MSA, Cranberry Township, Pennsylvania, through the BuyBoard Cooperative Purchasing Program.

Deputy City Manager Getchell informed Council that this purchase is a budgeted item in the Fiscal Year 2013-2014 budget and will replace equipment in the Fire Department that has come to the end of its useful life and new equipment will comply with 2013 NFPA regulations. The approximate expenditure of \$256,000 will include funds from the Tarrant County 911 P25 Radio Assistance program.

**ITEM NO. 7. APPROVED RESOLUTION NO. 14-1421**

Approved Resolution No. 14-1421, renewing adoption of a tax abatement policy, establishing guidelines and criteria for tax abatement agreements and electing to become eligible to participate in tax abatements.

Deputy City Manager Getchell explained that no changes are recommended by staff to the current tax abatement policy; however, state law requires the City to adopt a policy every two (2) years.

**ITEM NO. 8. APPROVED REVISION TO FISCAL POLICIES**

Approved revisions to the City's Fiscal Policies.

Deputy City Manager Getchell presented the proposed changes to the City's Fiscal Policies including changing the deadline for the presentation of the annual audit to the City Council from 120 days to 150 days from the end of the fiscal year. This would allow staff additional time to prepare for the audit, as well as allow external auditors additional time to complete their work. This change would not affect the current presentation which is scheduled to be given at the next City Council meeting in accordance with the current Policy.

Other changes include minor cosmetic changes and the inclusion to the Policy that staff will continually review the City's debt obligations to allow for the opportunity of refinancing the debt at a lower interest rate.

**ITEM NO. 9. APPROVED CITY COUNCIL MINUTES**

Approved City Council minutes of the regular meeting of December 10, 2013.

**REGULAR AGENDA**

**ITEM NO. 10. APPROVED SITE PLAN NO. 13-08-SP**

Director of Planning and Economic Development Collins presented the case to the City Council. This site is located west of State Highway 121, south of Glade Road, and this site plan is for a commercial building with retail lease spaces on an outparcel of the Glade Parks

master development. This parcel, referred to as parcel 21 within the original Preliminary Plat of Glade Parks, is located immediately north of the existing Rosa's Café restaurant. The applicant proposes to construct a 9,000 square foot building to be occupied by four (4) lessees. Additionally, he advised that the proposed landscaping plans submitted by the developer exceed current requirements.

Tom Winn, applicant's representative, 4909 Stage Line Drive, Arlington, was present to address any questions related to the site plan.

Council Member Martin motioned to approve Site Plan No. 13-08-SP for commercial development proposed to be located on Glade Parks Addition, Block B, Lot 1, west of State Highway 121, south of Loving Trail.

Council Member Eilenfeldt seconded the motion.

Ayes: Mayor Saleh, Mayor Pro Tem Hogg, Council Members Stinneford, Martin, Eilenfeldt, Porterfield, and Bynum

Nays: None

Mayor Saleh declared the motion carried.

#### **ITEM NO. 11. APPROVED SITE PLAN NO. 13-09-SP**

Director of Planning and Economic Development Collins presented the case to the City Council. He informed Council that the proposed 8,000 square foot retail site is located south of Rosa's Café and will be occupied by three (3) lessees. Additionally, he advised that the proposed landscaping plans submitted by the developer exceed current requirements.

Tom Winn, applicant's representative, 4909 Stage Line Drive, Arlington, expressed his appreciation to the City Council for their consideration and provided information regarding 150,000 square feet in negotiations by various tenants and a 40,000 square foot entertainment center scheduled to be operational by Christmas 2014.

Council Member Eilenfeldt motioned to approve Site Plan No. 13-09-SP for commercial development proposed to be located on the J. H. Havins Survey, Abstract No. 685, Trail 2A, 3, west of State Highway 121, north of Chisholm Trail.

Council Member Bynum seconded the motion.

Council Member Bynum inquired about signs that were discussed at the December 17, 2013, Planning and Zoning Commission meeting.

Mr. Winn stated that pylon signs have been approved as part of the development and will be at six (6) locations, approximately 60 feet in height. Additionally, he stated that internal signage will be pedestal signs.

Ayes: Mayor Saleh, Mayor Pro Tem Hogg, Council Members Stinneford, Martin, Eilenfeldt, Porterfield, and Bynum

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 12. HELD PUBLIC HEARING FOR SPECIFIC USE PERMIT NO. 13-13-SUP AND APPROVED FIRST AND FINAL READING OF ORDINANCE NO. 2019**

Mayor Saleh opened the public hearing at 7:40 p.m.

Director of Planning and Economic Development Collins presented the case to the City Council. He advised that the applicant, Kaveh Meghdadpour, representing Xccessorize Limited Inc. dba United Linings & Accessories, is seeking a Specific Use Permit (SUP) for a Material Spray Liner and Retail Accessories Store to be located at 1108 Westpark Way. The business specializes in the spraying of textiles, wood, truck beds, and closed cell Styrofoam of waterproofing materials which will require a Specific Use Permit. Additionally, the Planning and Zoning Commission held a public hearing on December 17, 2013, and recommended approval of the Specific Use Permit by a vote of 5-0 with the following conditions:

- 1) The Specific Use Permit is tied to the Managing Partner: Mr. Kaveh Meghdadpour;
- 2) The Specific Use Permit is tied to the Business Name: Xccessorize Limited, Inc. dba United Linings and Accessories;
- 3) All customer vehicles kept overnight must be parked interior to the building;
- 4) No outdoor storage of vehicles or materials is allowed;
- 5) The specific services that are permitted to be performed include: vehicle spray lining, vehicle accessory retail and installation, materials spray lining; and,
- 6) The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Kaveh Meghdadpour, applicant, 1108 Westpark Way, Euless, was present to address any questions regarding the application.

Mayor Saleh asked to hear from any proponents followed by opponents of the case. There being none, Mayor Saleh closed the public hearing at 7:44 p.m.

Mayor Pro Tem Hogg motioned to approve the first and final reading of Ordinance No. 2019 for a request for a Specific Use Permit in the Kitty House Addition, Block 2, Lot 3, 1108 Westpark Way for a Material Spray Liner and Retail Accessories Store use in the Texas Highway 10 Multi-Use District (TX-10) zoning, with the conditions presented and recommended by the Planning and Zoning Commission.

Council Member Stinneford seconded the motion.

Ayes: Mayor Saleh, Mayor Pro Tem Hogg, Council Members Stinneford, Martin, Eilenfeldt, Porterfield, and Bynum

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 13. ACCEPTED RESIGNATION OF MEMBER OF THE PLANNING AND ZONING COMMISSION AND APPOINTED A REPLACEMENT**

Council Member Porterfield read the resignation letter of Monty Huffman.

Council Member Porterfield motioned to accept the resignation of Monty Huffman, Place 2, of the Planning and Zoning Commission effective immediately, and appoint Kenny Olmstead to serve the remainder of the unexpired term (expiring December 31, 2015).

Council Member Eilenfeldt seconded the motion.

Council Member Bynum recognized Mr. Huffman's years of service and stated that he has served the community well, and will be missed.

Ayes: Mayor Saleh, Mayor Pro Tem Hogg, Council Members Stinneford, Martin, Eilenfeldt, Porterfield, and Bynum

Nays: None

Mayor Saleh declared the motion carried.

Kenny Olmstead expressed his appreciation to the City Council and stated that he looked forward to serving the City of Euless.

**ITEM NO. 14. REQUEST BY DARL EASTON TO ADDRESS CITY COUNCIL**

Mr. Darl Easton addressed his concerns to the City Council regarding transparency in government. Mr. Easton discussed issues including the posting and duration of meetings, access to government records, making meetings available online either via audio or video means, and provided information on how neighboring cities convey information to citizens on their respective websites. Mr. Easton requested each council member to respond.

Council responded to Mr. Easton and discussed issues including the cost of technology implementation, staff time, and requirements for said technology.

Mr. Easton asked staff to review options for more accessibility by citizens.

**ITEM NO. 15. PUBLIC COMMENTS**

John Schleeter, 211 Buckingham Avenue, Euless, stated he has had several disagreements with the City Council in the past and has seen no evidence that the City Council would withhold or hide information, and believes the Council to be 100 percent transparent. Also, as an IT consultant, the complexity to implement a new technology system must take into account regulations, compliance, and a cost-benefit analysis.

Faye Stinneford, 2408 Bayberry Lane, Euless, stated that she is married to one Council Member and friends or acquaintances with the rest of the Council and has never witnessed a time when any of the council members have not been forthcoming.

**ITEM NO. 16.           REPORTS**

**City Manager**

City Manager McKamie announced that Director of Administrative Services Dale Harwell's father passed away, and asked that he is kept in everyone's thoughts and prayers.

**City Attorney**

No report given.

**City Council**

Mayor Pro Tem Leon Hogg announced that he will not run for his place on the City Council for another term and thanked the citizens for allowing him to serve for the past 18 years.

Mayor Saleh stated that she has served as Mayor for 21 years, Mayor Pro Tem for two years, and as a Council Member for two years and in May she will have served for 25 years. Mayor Saleh stated that Euless has great staff and good things happening right now and announced that she will not run for reelection. She advised that candidate packets for the General Election are available through the City Secretary's Office with candidate filing beginning Wednesday, January 29, 2014, and ending Friday, February 28, 2014, and she will gladly speak to anyone interested in running for Council.

Council Member Bynum acknowledged Mayor Saleh's announcement and stated that he appreciates her years of service.

Council Member Eilenfeldt stated that she will file for reelection later this month and looks forward to serving the next three years.

Council Member Martin announced that she has decided to seek the office of Mayor in the May election and looks forward to continuing to serve the citizens and the City.

City Attorney Olson explained the provisions in the Euless City Charter as well as the Texas Constitution which detail the procedures for resigning a seat and continuing to serve until a replacement is elected. He stated that the Council is required to call a Special Election to fill the vacancy created by Council Member Martin's announcement within 120 days.

**ITEM NO. 17.           ADJOURN**

Mayor Saleh adjourned the meeting at 8:24 p.m.

**APPROVED:**

**ATTEST:**

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Mary Lib Saleh  
Mayor

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Kim Sutter, TRMC  
City Secretary