

**MINUTES OF A REGULAR MEETING
OF THE
EULESS CITY COUNCIL
Tuesday, January 28, 2014**

A regular meeting of the Euless City Council was called to order by Mayor Mary Lib Saleh at 4:03 p.m. on Tuesday, January 28, 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, Glenn Porterfield, and Perry Bynum.

During the Precouncil meeting:

- Mayor Mary Lib Saleh congratulated Administrative Secretary Lindsay Wells for receiving the Texas Registered Municipal Clerks certification.

City Secretary Kim Sutter reviewed the requirements that are needed to obtain the certification and provided Mrs. Wells career background prior to joining the City of Euless. Additionally, she announced that Assistant to the City Secretary Holly Houston has completed the necessary coursework and testing required for certification.

Mayor Saleh announced that she attended the Town Hall meeting that was held on January 23, 2014, and stated that it was a great meeting. She announced the recent passing of long tenured Historical Preservation Committee Member Iva Nail, and stated that Mrs. Nail's eulogy highlighted and emphasized the importance of the committee in her life. Additionally, she recognized the Parks and Community Services Department for their role in the City's designation as a Tree City USA for the 28th straight year as awarded by the Arbor Day Foundation.

- Director of Planning and Economic Development Mike Collins presented the development update, including residential and commercial development, and the progress of the Glade Parks development.

Discussion took place regarding the Hurst-Euless-Bedford Independent School District (HEB ISD) auxiliary facility. It was noted that school buses have been operating from the site and no traffic concerns have been identified.

- Director of Planning and Economic Development Collins addressed the City Council regarding the Community Development Block Grant (CDBG) 40th Year project funding update, specific to Americans with Disabilities Act (ADA) compliant sidewalk ramps throughout the City and accessibility pathways within the City Hall Plaza. He advised that updated information from the County indicates the City would receive approximately \$280,274, plus any unused funds from the 38th Year. He advised that Schrickel, Rollins and Associates, Inc. has identified multiple areas within the City Hall Plaza where slopes, cross slopes, and handrails do not meet ADA requirements.

Discussion took place regarding the need to make ADA improvements to the City Hall Plaza and ramps leading to the Library. Mayor Saleh suggested that lighting around the City Hall campus also be evaluated.

- City Manager McKamie introduced Adam McCane, CPA and Engagement Partner, and Sara Dempsey, Senior Manager, with Weaver, LLP.

Mr. McCane presented the Comprehensive Annual Financial Report (CAFR) for fiscal year ending September 30, 2013 (Item No. 2). He stated that the City has received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) over the past several years. He reviewed the results of the audit, and advised that an unmodified or “clean” opinion was issued and no material weaknesses were noted. He noted that the Governmental Accounting Standards Board (GASB) Statement No. 65 will be effective for the year ending September 30, 2014.

Finance Director Janina Jewell advised that after the acceptance of the CAFR for fiscal year ending September 30, 2013 (Item No. 5), the report will be posted on the City website.

- Director of Public Works Hal Cranor introduced Zac Thomason, M.B.A., National Client Services Manager, Infrastructure Management Services (IMS).

Mr. Thomason provided the pavement management update, and stated that pavement management is the process of evaluating, prioritizing, and monitoring pavements in an effort to provide maximum benefits from available funds. He presented the Pavement Condition Index rating, tools to rate the streets, examples of other cities pavement condition results, and reasons for streets being selected that optimize priorities. Additionally, he stated that pavement management allows for the evaluation of the structure that is below the streets.

Director of Public Works Cranor addressed questions from the City Council regarding street repairs, streets within gated communities, and speed bumps on private streets. He advised that a proposal will be presented prior to the evaluation of next year’s budget allocations.

- City Manager McKamie provided an update related to the proposal by the Regional Transportation Council (RTC) Bylaws Revision Subcommittee to revise the membership cluster for the surrounding cities.

Discussion ensued regarding the potential effect that the revisions to the membership cluster could have on the City.

- City Attorney Wayne Olson addressed the City Council regarding a proposed amendment to the Code of Ordinances, Chapter 1, General Provisions, specific to Section 1-12, General penalty. He advised that a proposed ordinance will be presented for consideration at a future City Council meeting.

- 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:

- City Manager Contract
- City Secretary Contract

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

- South Industrial Boulevard
- State Highway 121

The City Council recessed closed session at 6:58 p.m.

COUNCIL CONSIDERATION OF SCHEDULED ITEMS – COUNCIL CHAMBERS

The Euless City Council continued their meeting in the Council Chambers at 7:01 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
Fleet and Facility Administrator Kyle McAdams
Fire Operations Chief Chanc Bennett
Marketing/Communications Manager Betsy Deck
Texas Star General Manager Glenda Hartsell-Shelton
Library Administrator Sherry Knight
Information Services Administrator Dan McLain
Human Resources/Risk Administrator Carolyn Marshall
Assistant Fire Chief Jeff Morris

Fire Marshal Paul Smith
Assistant Director of Finance Jackie Theriot
Firefighter II Dustin Benton
Firefighter Toby Clower
Senior Planner Stephen Cook
Firefighter II James Cowger
Firefighter II Joel Daniel
Computer Support Specialist II Jake Dilliplane
Fire Inspector II Vernon Gilmore
Firefighter II Jerad Gomez
Firefighter II Jarrod Goodman
Firefighter/Driver Engineer Ryan Hayes
Firefighter II Brandon Herron
Human Resources Benefit Technician Anniece McKanna
Firefighter/Driver Ken Kelly
Police Captain Gary Landers
Firefighter Holt Markum
Fire Lieutenant Jason Moon
Firefighter/Driver Michael Parks
Fire Battalion Chief Darrell Rutledge
Firefighter Matt Sanders
Fire Lieutenant Brad Smith
Fire Captain Keith Smith
Firefighter/Driver Chris Sutterfield
Fire Captain Jerry Sutton
Firefighter II Tom Tyre
Firefighter II Brad Walton
Firefighter II Chris Williamson
Police Sergeant Ron Williamson

VISITORS

Lisa Bynum
Sara Dempsey
Jim Dewey
Darl Easton
Iris Elliott
Stephanie Gaines
Donna Hart
Donna Judd

Lance Judd
John Lisby
Adam McCane
Marianne McGinnis
Mike Nawar
Irma Reyes
Jason Reyes
Peggy Vandiver

Sara Wagle
Alayna Williamson
Aubrey Williamson
Donna Williamson
Jen Williamson
Patricia Wood

And others as noted in the visitor register.

INVOCATION

Deputy City Manager Loretta Getchell gave the invocation.

PLEDGE OF ALLEGIANCE

Council Member Linda Martin led the pledge of allegiance.

ITEM NO. 1. PRESENTATION OF EMPLOYEE OF THE MONTH FOR FEBRUARY

Fire Chief Wes Rhodes introduced Firefighter II Chris Williamson. Chris was accompanied by his wife, Jen, daughters, Aubrey and Alayna, father, Don, mother, Becky, sister, Melissa, niece, Marissa, father-in-law, John, mother-in-law, Donna, grandmother, Donna, nieces, Megan and Courtney, sister, Stephanie, nephew, Devin, brother Brandon, grandmother and grandfather, Mary and Gene, uncle, Police Sergeant Ron Williamson, and members of the Fire Department.

Mayor Saleh presented Chris with a plaque and certificate commemorating his selection as employee of the month for February 2014.

ITEM NO. 2. PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR FISCAL YEAR ENDING SEPTEMBER 30, 2013

Finance Director Jewell stated that independent auditors performed the annual audit as required by City Charter and are in attendance to give their professional report.

Adam McCane, Engagement Partner, Weaver, LLP, presented the results of the Comprehensive Annual Financial Report to the City Council, and stated that the report indicates a sound financial environment. He added that the auditor opinion was once again unmodified, which is the highest level of assurance they can provide and reiterated that no audit adjustments were made.

ITEM NO. 3. PRESENTATION OF QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING DECEMBER 31, 2013

Finance Director Jewell presented the quarterly financial report for the period ending December 31, 2013.

CONSENT AGENDA (items 4 through 9)

Mayor Saleh read each item into the record.

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

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. 4. ACKNOWLEDGED RECEIPT OF FY2013 ANNUAL INVESTMENT REPORT

Deputy City Manager Getchell stated that the City's Investment Officer is required by state law to submit a written investment report detailing the City's investment transactions for the fiscal year and the report has been included in the City Council packet.

ITEM NO. 5. ACKNOWLEDGE RECEIPT OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR FISCAL YEAR ENDING SEPTEMBER 30, 2013

Deputy City Manager Getchell stated that the City Charter requires an independent auditor conduct an audit of City accounts and advised that the City Council has been provided a hard copy of the report which will also be made available on the City's website.

ITEM NO. 6. APPROVED RESOLUTION NO. 14-1422

Approved Resolution No. 14-1422, approving the City's Investment Policy for all funds invested for the City of Euless.

Deputy City Manager Getchell stated that there are no substantive changes to the policy from the prior year and noted that the City only invests in funds approved by the Public Funds Investment Act which are limited to safe investment options.

ITEM NO. 7. APPROVED RESOLUTION NO. 14-1425

Deputy City Manager Getchell reported that the Resolution will authorize the City Manager to request solid waste grant funding from the Texas Commission on Environmental Quality (TCEQ) through the North Central Texas Council of Governments (NCTCOG) for the implementation of the NCTCOG Regional Solid Waste Management Plan.

ITEM NO. 8. AUTHORIZED CITY MANAGER TO EXECUTE AN ENGINEERING DESIGN CONTRACT

Deputy City Manager Getchell stated that the contract with Wier and Associates, Inc. is for the design of the El Camino Real waterline replacement project which is an approved CIP project in the current fiscal year budget. The existing 8 inch residential water line running from South Pipeline Road to the southern city limits would be replaced with a new 10 inch water line with an estimated design cost of \$63,595.

ITEM NO. 9. APPROVED CITY COUNCIL MINUTES

Approved City Council minutes of the regular meeting of January 14, 2014.

REGULAR AGENDA

ITEM NO. 10. HELD PUBLIC HEARING REGARDING PLANNED DEVELOPMENT 13-06-PD AND APPROVED FIRST AND FINAL READING OF ORDINANCE NO. 2020

Mayor Saleh opened the public hearing at 7:34 p.m.

Director of Planning and Economic Development Collins presented the case to the City Council. He advised that the applicant, Mr. Mike Nawar, representing Silver Bay Group, is requesting approval to change the zoning of approximately 5 acres of land at the northeast corner of South Main Street and South Pipeline Road. He stated that the Planned Development Ordinance will establish development and design standards for a 25 lot subdivision, and includes minimum average lot sizes of 6,000 square feet, average 2,300 square foot homes with provisions to allow 1,800 square foot single story homes, masonry screening wall, architectural design features, and a City monument sign.

Mike Nawar, Jim Dewey, and Joe Nazzaro were present to address any questions.

Mayor Saleh asked to hear from any proponents of the case.

Joe Nazzaro, 1001 South Main Street, Euless, stated that he has been a steward of the property for 27 years and his company will be relocating to the old Army Navy store in Hurst. He expressed his appreciation to the City Council for their consideration.

Jim Dewey, JDJR Engineers, 2500 Texas Drive, Suite 100, Irving, representing Mr. Nawar on this development, stated that his company has done similar work on a development at Whitener and Main Street. He commended the Planning Department and Director of Planning and Economic Development Collins and Senior Planner Stephen Cook for their assistance.

Mayor Saleh asked to hear from any opponents of the case. There being none, Mayor Saleh closed the public hearing at 7:41 p.m.

Council Member Porterfield asked if the project included the addition of curbs and gutters along Pipeline Road.

Mr. Dewey stated that the northern right-of-way on Pipeline Road is the Euless city limit line with the remainder of Pipeline Road lying within the City of Fort Worth city limits. He will be submitting plans to both the City of Fort Worth as well as the City of Euless and advised that the City of Fort Worth has no current plans to require the construction of curbs and gutters as part of this development.

Mayor Saleh inquired as to the content of a pipeline that runs along Pipeline Road.

Mr. Dewey informed the City Council that natural gas flows through the 16 inch high pressure pipeline which is owned by Atmos Energy, and the development plans include a 40 foot easement along Pipeline Road to accommodate the pipeline.

Mayor Pro Tem Hogg motioned to approve the first and final reading of Ordinance No. 2020, changing the zoning of 4.991 acres of land located at J.E. Whitener Estates Addition, Block 1, Tracts 1A and C, from Neighborhood Business District (C-1) zoning and Planned Development District (PD) zoning to Planned Development District (PD) zoning to allow single family residential.

Council Member Eilenfeldt seconded the motion.

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

Nays: Council Member Porterfield

Mayor Saleh declared the motion carried.

ITEM NO. 11. APPROVED RESOLUTION NO. 14-1423

Council Member Bynum motioned to approve Resolution No. 14-1423, calling a general election for the offices of Mayor and City Council Members, Place 2 and Place 4, on Saturday May 10, 2014, and authorized a contract with Tarrant County to furnish election services and equipment.

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. 12. APPROVED RESOLUTION NO. 14-1424

Council Member Porterfield motioned to approve Resolution No. 14-1424, declaring a vacancy in the office of City Council Member, Place 3, calling a special election to fill such vacancy for the unexpired term on Saturday May 10, 2014, and authorized a contract with Tarrant County to furnish election services equipment.

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. 13. APPROVED EXTENSION OF CONTRACT FOR CITY MANAGER

Council Member Martin motioned to approve an extension of the City Manager's contract to January 31, 2016.

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. 14. APPROVED EXTENSION OF CONTRACT FOR CITY SECRETARY

Mayor Pro Tem Hogg motioned to approve an extension of the City Secretary's contract to January 31, 2016.

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. 15. PUBLIC COMMENTS

Pattie Wood, 1608 Toplea Drive, Euless, expressed her appreciation to the Mayor, City Council, and citizens for their patience, and to City Manager McKamie for his efforts to address her concerns. She voiced her concerns regarding an unlicensed home-based business at 1606 Toplea Drive and discussed conversations with City staff, her neighbor, and the Texas Department of Motor Vehicles.

ITEM NO. 16. REPORTS

City Manager

No report given.

City Attorney

No report given.

City Council

Mayor Saleh expressed her appreciation to City Manager McKamie and City Secretary Sutter. She announced that the HEB ISD will host a ribbon cutting for the HEB Auxiliary Facility on Saturday, February 1, 2014 at 10 a.m.

ITEM NO. 17. ADJOURN

Mayor Saleh adjourned the meeting at 7:59 p.m.

APPROVED:

ATTEST:

Mary Lib Saleh
Mayor

Kim Sutter, TRMC
City Secretary