

**MINUTES OF A REGULAR MEETING  
OF THE  
EULESS CITY COUNCIL  
Tuesday, March 11, 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, March 11, 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 Linda Martin, Linda Eilenfeldt, and Perry Bynum. Council Member Tim Stinneford arrived at 4:19 p.m. and Council Member Glenn Porterfield was not present.

During the Precouncil meeting:

- Council Member Linda Martin announced that the Hurst-Euless-Bedford Teen Court banquet will be held on April 3, 2014, and stated that the City is sponsoring a table and that there are a few remaining seats available.
- Council Member Linda Eilenfeldt announced that she attended The Killdares concert, hosted by the City of Euless and part of the Masterworks Concert Series, March 10, 2014, and stated that it was well attended.

Library Administrator Sherry Knight expressed her appreciation to Director of Parks and Community Services Ray McDonald and his staff for their assistance with coordinating the set-up of the concert.

- Mayor Mary Lib Saleh wished Mayor Pro Tem Leon Hogg a happy birthday.
- City Secretary Kim Sutter provided an update related to the general and special election filings, and advised of the withdrawal of candidate Kenny Olmstead, leaving candidate Eddie Price unopposed in the Place 3 race. Therefore, an order of cancellation of the special election will be presented for consideration at the March 25, 2014, City Council meeting.
- City Manager Gary McKamie expressed his appreciation to Library Administrator Knight for hosting The Killdares concert, and stated that it was a wonderful event. He announced that the annual Water Forum will be held on March 20, 2014, at 7 p.m. Additionally, he advised that Public Works Manager JT Ackerman will be retiring at the end of April and James Witt will join the City at the beginning of April as the Assistant Director of Public Works.
- City Manager McKamie presented and reviewed regular agenda Item No. 5 related to the Pavement Management Analysis and Asset Management Inventory.  
  
Civil Engineer Jeff Pearson advised that the pavement evaluation for the entire city will take approximately three weeks and excludes alleys and private streets.
- Senior Planner Stephen Cook presented Temporary Use Permit No. 14-01-CC (Regular Item No. 6), and stated that the permit requires City Council approval in accordance with Section 84-84 of the Code of Ordinances.

- Finance Director Janina Jewell provided the financial update related to car rental tax collections for the period ending January 31, 2014, and advised that the car rental tax was up by one percent from the prior year for the same month and was up by four percent when compared to the prior year to date. She introduced the personnel that make up the departments of finance administration, accounting, purchasing, and water. Additionally, she introduced Assistant Director of Finance Jackie Theriot, newly hired Finance Administrative Assistant/Analyst Hilary Crowell, and Utility Billing Manager Kathryn Tipton.

Mayor Pro Tem Hogg expressed his appreciation to the Water Department for their excellent customer service.

- Code Compliance Inspector James Patterson presented the code update related to health inspections, including good health practices, time and temperature abuse, damaged, expired or contaminated products, and property maintenance issues. He also presented photos of the newly constructed Hurst-Euless-Bedford Independent School District auxiliary services facility.
- Human Resources/Risk Administrator Carolyn Marshall provided the Human Resources update, which included statistics of the City workforce turnover, retirements from 2011 to 2014, years of experience lost through retirements, and employees eligible to retire in 2014. She advised of the impact of retirements and the plan to move forward, which includes succession planning and selecting qualified personnel.
- Director of Parks and Community Services McDonald announced that Johnnie Green was inducted into the Parks at Texas Star Walk of Champions, and advised that Monty Huffman resigned from the committee and that recommendations are needed to fill the vacancy.

Council Member Perry Bynum requested that the evolution of the City's sports and park system be included in the Euless Heritage Museum.

- Director of Parks and Community Services McDonald advised that Carroll Scott resigned from the Parks and Leisure Services Board (Place 4), and that an item will be brought forward to appoint someone to serve the remainder of the term.
- City Manager McKamie advised that Hurst-Euless-Bedford Teen Court Alternate No. 2 Chris Sandlin has resigned.
- Director of Parks and Community Services McDonald presented the Parks and Community Services update, including statistics related to the operation of the Euless Family Life Center (EFLC) Senior Center and Natatorium. He reported on the number of special events and rentals, including league plays at the Parks at Texas Star and Softball World. Additionally, he advised of upcoming events, and reported that a lottery system will be implemented to register summer camp participants.

Discussion ensued regarding the summer camp program capacity.

- Director of Administrative Services Dale Harwell provided the trash and recycling update, and presented a cost comparison chart showing residential sanitation and recycling rates and residential utility bill rates for Euless and surrounding cities. He expressed his appreciation to Assistant City Manager Chris Barker for his assistance with the franchise agreements with Allied Waste Services and Community Waste Disposal that were approved in November 2012. Additionally, he advised that recent complaints of recycling pickup were mainly due to operational challenges and inclement weather.
- City Manager McKamie reviewed the regular agenda.

## **CLOSED SESSION**

The City Council convened into closed session at 6:07 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

Deliberate the purchase, exchange, lease or value of real property as authorized by Section 551.072 of the Texas Government Code related to:

- South Pipeline Road
- West Euless Boulevard
- Midway Drive and Bear Creek Parkway

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 6:46 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  
City Attorney Wayne Olson  
City Secretary Kim Sutter  
Assistant to the City Secretary Holly Houston  
Police Chief Mike Brown  
Director of Administrative Services Dale Harwell  
Director of Parks and Community Services Ray McDonald  
Finance Director Janina Jewell

Fire Chief Wes Rhodes  
Fire Division Chief of Operations Chanc Bennett  
Fleet and Facility Administrator Kyle McAdams  
Human Resources/Risk Administrator Carolyn Marshall  
Texas Star General Manager Glenda Hartsell-Shelton  
Information Services Administrator Scott Joyce  
Library Administrator Sherry Knight  
Assistant Fire Chief Jeff Morris  
Division Chief/Fire Marshal Paul Smith  
Geographical Information System Manager David Allen  
Firefighter II Irving Alvarado  
Computer Support Specialist II Brett Bennett  
Firefighter II Dustin Benton  
Senior Computer Developer Tommy Christopherson  
Firefighter Toby Clower  
Senior Planner Stephen Cook  
Firefighter II James Cowger  
Firefighter Tony Crabb  
Firefighter II Joel Daniel  
Marketing/Communications Manager Betsy Deck  
Computer Support Specialist II Jake Dilliplane  
Firefighter II Jerad Gomez  
Firefighter II Jarrod Goodman  
Firefighter/Driver Engineer Ryan Hayes  
Firefighter II Brandon Herron  
Police Corporal Ray Hinojosa  
Human Resources Benefit Technician Anniece McKanna  
Firefighter/Driver Ken Kelly  
Firefighter Holt Markum  
Fire Lieutenant Jason Moon  
Firefighter/Driver Michael Parks  
Code Compliance Inspector James Patterson  
Fire Battalion Chief Darrell Rutledge  
Firefighter Matt Sanders  
Firefighter Aaron Schmidt  
Firefighter II Brad Schupbach  
Police Senior Officer Cale Smith  
Fire Lieutenant Brad Smith  
Fire Captain Keith Smith  
Police Lieutenant Eric Starnes  
Fire Secretary Melissa Thomas  
Firefighter II Brad Walton

**VISITORS**

Brittney Beall  
Sheila Browning  
Bill Byers  
Shirley Daily

Loretta Doty  
Steve Doty  
Darl Easton  
Iris Elliott

Bill Golden  
Dan McLain  
Don Martin  
Breanna Matthews

Gary Parker  
Rita Parker  
Faye Stinneford

Jeremy Tompkins  
Lori Tompkins  
Jake Thomasson

Peggy Vandiver  
Helen Voss

And others as noted in the visitor register.

### **INVOCATION**

City Manager McKamie gave the invocation.

### **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Leon Hogg led the pledge of allegiance.

### **ITEM NO. 1. PRESENTATION OF EMPLOYEE SERVICE PINS**

Police Chief Mike Brown introduced Police Senior Officer Cale Smith. Cale was accompanied by his wife, Andrea, daughter, Hope, and members of the Police Department. Mayor Saleh presented Cale with a service pin commemorating his 10 years of service with the City.

Police Chief Brown introduced Police Corporal Ray Hinojosa. Ray was accompanied by his wife, Carol, daughter, Lauren, son, Blake, and members of the Police Department. Mayor Saleh presented Ray with a service pin and clock commemorating his 25 years of service with the City.

Director of Administrative Services Harwell introduced Geographical Information System (G.I.S.) Manager David Allen. David was accompanied by Historical Preservation Committee members Bill Byers, Bill Golden, and Gary Parker, retired Information Services Administrator Dan McLain, and members of the Information Services Department. Mayor Saleh presented David with a service pin and clock commemorating his 25 years of service with the City.

Bill Golden stated that David has knowledge, abilities, and skills that no one else has and a willingness to share these qualities.

Fire Chief Wes Rhodes introduced Fire Captain Keith Smith. Keith was accompanied by members of the Fire Department. Mayor Saleh presented Keith with a service pin commemorating his 30 years of service with the City.

### **CONSENT AGENDA (items 2 through 4)**

Mayor Saleh read each item into the record.

Council Member Martin motioned to approve the consent agenda items number 2 through 4.

Council Member Stinneford seconded the motion.

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

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 2. RENEWED BID NO. 006-11**

Renewed Bid No. 006-11 for annual contract for mowing maintenance.

Deputy City Manager Getchell stated that this is a renewal of an existing contract with O'Donnell's Landscape Services, Inc., 2140 East Southlake Boulevard, Southlake, Texas, for the mowing of City properties under existing terms and conditions in the amount of \$231,675.50.

**ITEM NO. 3. APPROVED RESOLUTION NO. 14-1419**

Approved Resolution No. 14-1419, adopting the City of Euless Proposed Budget Calendar for Fiscal Year 2014-2015, including the Crime Control and Prevention District (CCPD) and the Euless Development Corporation Budgets.

Deputy City Manager Getchell provided details of specific meeting dates including the first Budget Meeting scheduled to be held June 9, 2014 which will include a CCPD Budget Meeting, a Special Called Meeting to accept the CCPD Budget, and a Budget Worksession, a Town Hall Meeting set for June 12, 2014 to allow for citizen input, and Budget Worksessions scheduled to be held June 26, 2014, July 31, 2014, and August 2, 2014. The complete schedule will be available on the City's website.

**ITEM NO. 4. APPROVED CITY COUNCIL MINUTES**

Approved City Council minutes of the regular meeting of February 25, 2014.

**REGULAR AGENDA**

**ITEM NO. 5. AUTHORIZED CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT**

Mayor Pro Tem Hogg motioned to authorize the City Manager to negotiate and execute a contract for a citywide pavement management analysis and asset management inventory with Infrastructure Management Services (IMS), 1820 West Drake Drive, Tempe, Arizona at an estimated expenditure of \$82,155.

Council Member Eilenfeldt seconded the motion.

City Manager McKamie stated that there are 170 miles of roadway in Euless. He explained that Infrastructure Management Services (IMS) will perform an analysis on all streets within the City and the resulting report will help to identify areas that need repair.

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

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 6. APPROVED REQUEST FOR A TEMPORARY USE PERMIT NO. 14-01-CC**

Senior Planner Stephen Cook presented the item to the City Council and stated that the concrete batch plant will be used for street construction within the Glade Parks Development. The batch plant would be in place for no more than three months and would allow on-site materials and construction of roadways.

Council Member Stinneford motioned to approve Temporary Use Permit No. 14-01-CC for Mario Sinacola & Sons Excavating for a Portable Concrete Batch Plant proposed to be located west of State Highway 121 and north of Cheek Sparger Road for a period of 90 days.

Council Member Eilenfeldt seconded the motion.

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

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 7. HELD PUBLIC HEARING FOR SPECIFIC USE PERMIT NO. 13-11-SUP AND APPROVED FIRST AND FINAL READING OF ORDINANCE NO. 2022**

Mayor Saleh opened the public hearing at 7:28 p.m.

Senior Planner Cook presented the item to the City Council, and advised that House of Paws Eules, LLC owners Breanna Matthews and Brittney Beall are seeking a Specific Use Permit to allow their current dog day care and grooming business to expand to include the overnight kenneling of dogs.

In preparing the application, Code Compliance and Building Inspections staff worked with the business owners to identify practices and procedures that would ensure the continued health of the pets, improve the washing area drainage and ventilation, and to have protected electrical outlets installed.

The Planning and Zoning Commission held a public hearing on February 18, 2014. During the discussion, the Commission asked about operational issues of the business including: how and where the animals under their care are taken outside; how they pick up after the animals; and, the frequency and manner of maintaining clean and sanitary conditions within

the building interior, as well as the kennels. The Planning and Zoning Commission voted unanimously to recommend approval with conditions including clean and safe conditions for the animals, tracking of animal vaccinations, and the term of the Specific Use Permit.

Breanna Matthews, 1302 Austrian Road, Grand Prairie, acknowledged that the facility used to be unclean and stated that she and co-owner Brittney Beall have thoroughly cleaned the facility since obtaining ownership.

Brittney Beall, 1113 Fort Worth Street, Grand Prairie, stated that as a co-owner and groomer she works to ensure all animals in her care are clean and safe and she loves her job.

Mayor Saleh asked to hear from any additional proponents followed by opponents of the case. There being none, Mayor Saleh closed the public hearing at 7:33 p.m.

Council Member Stinneford motioned to approve the first and final reading of Ordinance No. 2022 for a request a Specific Use Permit in the Glade Crossing Shopping Center, Block 1, Lot 1R1A, 101 West Glade Road, Suite 201 for Dog Grooming, Day Care, and Kenneling in Community Business District (C-2) zoning.

Council Member Bynum seconded the motion.

Council Member Bynum inquired about kenneling and walking the dogs.

Breanna Matthews stated that they do not plan for boarding to be a large portion of the business but as an added benefit to current customers. She also explained that the animals are taken outside individually to exercise and staff immediately cleans up after the animal.

Council Member Bynum inquired if she had agreed to the conditions set by the Planning and Zoning Commission as some would require expending funds and Ms. Matthews stated that all conditions have already been met.

Council Member Stinneford amended his motion to include the following conditions:

1. The Specific Use Permit is tied to the business owners Breanna Matthews and / or Brittney Beall; and,
2. The Specific Use Permit is tied to the Business Name: House of Paws, Euless, LLC; and,
3. All animals shall be kept within clean and safe conditions; and,
4. Tracking of animal vaccinations shall be kept within business records; and,
5. Non-porous walls shall be installed interior to the space where appropriate; and,
6. All remaining outlets required by the City of Euless to be relocated must be relocated; and,
7. Approved ventilation must be installed in the grooming room and boarding room; and,
8. The term of this Specific Use Permit shall be granted for a period of one year in order to gauge the further appropriateness of the use at the specific location; and,
9. 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.

Council Member Bynum seconded the amendment to the motion.

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

Nays: None

Mayor Saleh declared the motion carried.

**ITEM NO. 8. PUBLIC COMMENTS**

There were no public comments.

**ITEM NO. 9. REPORTS**

**City Manager**

City Manager McKamie announced that a weather station has been installed at the Police and Courts building that allows for early lightning detection through WeatherBug online or through smart phones. This equipment will provide lightning detection and warning at critical City facilities including The Parks at Texas Star, the golf course, and the aquatic center.

**City Attorney**

No report given.

**City Council**

Mayor Saleh announced the council candidates for the General Election to be held Saturday, May 10, 2014.

|                  |                                                   |
|------------------|---------------------------------------------------|
| Mayor            | Tim St. Clair<br>Linda Lipp Martin<br>Darl Easton |
| Council, Place 2 | Jeremy Tompkins<br>Gary Jones                     |
| Council, Place 4 | Linda Eilenfeldt                                  |

Additionally, Mayor Saleh announced that since Linda Martin resigned her Council position to run for Mayor, a Special Election will be held to fill the unexpired term for Place 3 and announced the candidate for the Special Election also to be held Saturday, May 10, 2014 however; with no opposition, the Special Election will be cancelled at the next City Council meeting.

|                  |             |
|------------------|-------------|
| Council, Place 3 | Eddie Price |
|------------------|-------------|

Mr. Price will be listed on the ballot as an "Unopposed Candidate Declared Elected."

Early voting will begin Monday, April 28, 2014 and end Tuesday, May 6, 2014. The full schedule will be posted to the City's website and any questions can be directed to the City Secretary's office.

**ITEM NO. 10.        ADJOURN**

Mayor Saleh adjourned the meeting at 7:42 p.m.

**APPROVED:**

**ATTEST:**

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Mary Lib Saleh  
Mayor

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Kim Sutter, TRMC  
City Secretary