

**MINUTES OF A REGULAR MEETING  
OF THE  
EULESS CITY COUNCIL  
Tuesday, January 26, 2016**

A regular meeting of the Euless City Council was called to order by Mayor Linda Martin at 4:31 p.m. on Tuesday, January 26, 2016, in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Mayor Linda Martin, Mayor Pro Tem Tim Stinneford, Council Members Jeremy Tompkins, Eddie Price, and Linda Eilenfeldt. Council Member Perry Bynum arrived at 4:52 p.m. Council Member Harry Zimmer was not present due to a scheduled absence.

During the Precouncil meeting:

- Council Member Linda Eilenfeldt announced that she and Mayor Linda Martin attended the Greater Fort Worth Builders Association Municipal Awards on Thursday, January 14, 2016, where Director of Planning and Economic Development Mike Collins was awarded the Spirit of Cooperation Award.
- Mayor Pro Tem Tim Stinneford attended the Harmony Science Academy Science Fair and was very impressed with the students work.
- City Manager Loretta Getchell made the following announcements:
  - Wished City Attorney Wayne Olson and Council Member Jeremy Tompkins a happy birthday;
  - Inspector II Rick Eldredge will be joining the City of White Settlement to serve as a Building Official;
  - Retirement parties for Police Corporal Carl Swindell, Secretary Pam Trawick, Foreman Jeff Murphy, and Animal Control Supervisor Larry James.
- Director of Parks and Community Services Ray McDonald provided an update regarding Recreation Specialist Robbie Rogers, who recently suffered a stroke.
- Council Member Perry Bynum thanked the City Council, staff, and citizens for their thoughts and prayers for his wife, Lisa, as she begins her chemotherapy treatments.
- City Manager Getchell reviewed the regular agenda.
- Assistant City Manager Chris Barker provided the Texas Coalition of Affordable Power (TCAP) update and stated that the current contract expires December 31, 2017. He presented several options for future City Council consideration related to energy pricing under a new contract that would go into effect January 1, 2018 and remain in effect through 2022.

- Director of Planning and Economic Development Mike Collins presented the development update, including the current commercial and residential development.
- Director of Planning and Economic Development Collins provided an update on the 42<sup>nd</sup> year Community Development Block Grant (CDBG) program and stated that an estimated \$265,000 in funding would be allocated to a sewer line replacement project and any remaining funds would be used to continue the installation of handicapped accessible sidewalk ramps.
- Finance Director Janina Jewell provided the financial report for the period ending December 31, 2015.
- Deputy City Manager Bob Freeman provided a transportation update in relation to the Morrisdale neighborhood entrance at Pipeline Road and presented changes made to increase traffic safety in the area. He thanked Council Member Eddie Price and Citizen Lou Baum for their cooperation in working with the City and neighbors.

Discussion ensued regarding the cost of improvements and amending the budget to provide for immediate repairs.

## **CLOSED SESSION**

The City Council convened into closed session at 6:34 p.m. for deliberation regarding the following:

Concerning personnel as authorized by Section 551.074:

- City Manager
- City Secretary

Concerning economic development as authorized by Section 551.087:

- Discuss or deliberate regarding commercial or financial information that the City has received from business prospects that the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect.

The City Council recessed closed session at 6:37 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 Loretta Getchell  
Deputy City Manager Bob Freeman  
Assistant City Manager Chris Barker  
City Attorney Wayne Olson  
City Secretary Kim Sutter  
Deputy City Secretary Lindsay Wells  
Police Chief Mike Brown  
Director of Planning and Economic Development Mike Collins  
Director of Public Works and Engineering Hal Cranor  
Finance Director Janina Jewell  
Director of Parks and Community Services Ray McDonald  
Fire Chief Wes Rhodes  
Assistant to the City Manager Betsy Deck  
Information Services Administrator Scott Joyce  
Library Administrator Sherry Knight  
Fleet and Facility Administrator Kyle McAdams  
Human Resources/Risk Administrator Carolyn Marshall

**VISITORS**

Nancy Burhans	Aaron Lindeman	Elisa Risley
Darl Easton	Jason Reyes	Kyle Risley
Steve Ellis	Ben Risley	Peggy Vandiver

**INVOCATION**

Police Chief Mike Brown gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Tim Stinneford led the pledge of allegiance.

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

Finance Director Janina Jewell introduced Accounts Payable/Office Technician Mandy Tarver. Mandy was accompanied by her husband, Devin, daughter, Emma, mother, Betsy Whistler, father, Tracy Whistler, and members of the Finance Department.

Mayor Martin presented Mandy with a plaque and certificate commemorating her selection as employee of the month for February 2015.

**ITEM NO. 2. PRESENTATION OF DALLAS-FORT WORTH CLEAN CITIES RECOGNITION TO CITY OF EULESS**

Mindy Mize and Kenny Bergstrom representing the North Central Texas Council of Governments (NCTCOG) presented Fleet and Facility Administrator Kyle McAdams and Facilities Supervisor Blake Cloud with the Dallas Fort Worth Clean Cities Outstanding Fleet Recognition Award recognizing the City of Euless as a 2015 Silver Fleet City.

**ITEM NO. 3. PRESENTATION OF QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING DECEMBER 31, 2015**

Finance Director Jewell presented the quarterly financial report for the period ending December 31, 2015.

**CONSENT AGENDA (items 4 through 8)**

Mayor Martin asked Assistant City Manager Chris Barker to read each item into the record.

Mayor Pro Tem Stinneford motioned to approve the consent agenda items number 4 through 8.

Council Member Price seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 4. APPROVED RENEWAL OF BID NO. 002-15**

Approved a one year renewal of Bid No. 002-15 for asphalt street repairs, overlays, materials and street maintenance services to Reynolds Asphalt and Construction Company, 701 South Industrial Boulevard, Euless, Texas, and authorized the use of Peachtree Construction LTD, 5801 Park Vista Circle, Fort Worth, Texas, and Oldcastle Pavement Solutions, 12801 North Central Expressway, Suite 460, Dallas, Texas as a secondary supplier should the low bidder become non-responsive during the term of the contract

**ITEM NO. 5. APPROVED RENEWAL OF RFP NO. 003-12**

Approved a one year renewal of RFP No. 003-12 for depository services with Frost National Bank. The original contract was awarded to Frost National Bank on February 28, 2012, for depository services beginning April 1, 2012 through March 31, 2014, with

an option to renew for three additional one year periods if agreed upon by both entities. This will be the third and final renewal.

**ITEM NO. 6. ACKNOWLEDGED RECEIPT OF FY2015 ANNUAL INVESTMENT REPORT**

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. 7. APPROVED RESOLUTION NO. 16-1483**

Approved Resolution No. 16-1483, approving the investment policy for funds for the City of Euless.

**ITEM NO. 8. APPROVED CITY COUNCIL MINUTES**

Approved City Council minutes of the special meeting of January 11, 2016, and the regular meeting of January 12, 2016.

**REGULAR AGENDA**

**ITEM NO. 9. APPROVED RESOLUTION NO. 16-1484**

City Manager Getchell advised that the City Council created Tax Increment Reinvestment Zone Number Four (TIRZ #4) on September 22, 2015, and requested the participation of Tarrant County and Tarrant County Hospital District. The resolution allows the City Manager to execute participation agreements with these two entities.

Council Member Eilenfeldt motioned to approve Resolution No. 16-1484, authorizing the City Manager to execute participation agreements with Tarrant County and Tarrant County Hospital District for participation in the Tax Increment Reinvestment Zone Number Four.

Council Member Tompkins seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 10. HELD PUBLIC HEARING AND APPROVED FIRST AND FINAL READING OF ORDINANCE NO. 2100**

Mayor Martin opened the public hearing at 7:21 p.m.

Finance Director Jewell advised that owners of real property located on the approximate 56 acres south of State Highway 183, east of Farm to Market Road 157 and north of State Highway 10 delivered to the City of Euless a Petition to establish the Midtown Public Improvement District (PID), which the City Council created August 25, 2015 by Resolution No. 15-1471. Public improvements include, but are not limited to, streets, water and sanitary sewer lines, storm drainage, remediation, landscaping and engineering and administrative costs. The development is expected to yield substantial new tax revenue for all local taxing jurisdictions.

The estimated cost of improvements is approximately \$16,450,000. The cost of the improvements will be funded from assessments within the District:

Description of Improvement	Estimated Costs
Roadway	\$ 5,200,255
Water Distribution System	\$ 1,787,071
Sanitary Sewer Collection System	\$ 1,540,755
Storm Sewer Collection System	\$ 3,622,678
Hardscaping and Amenities	\$ 2,111,201
Other Costs	\$ 2,156,024
Bond Issuance Costs	\$ 32,020
<b>Total Project Costs*</b>	<b>\$ 16,450,000</b>

*\*Represents principal only and does not include related interest costs.*

Mayor Martin asked to hear from any proponents followed by opponents wishing to speak. Seeing none, Mayor Martin closed the public hearing at 7:26 p.m.

Mayor Pro Tem Stinneford motioned to approve the first and final reading of Ordinance No. 2100, approving the levy of a special assessment for the Midtown Public Improvement District (PID); levying an assessment rate for Fiscal Year 2015-2016 for the PID, and approving the Fiscal Year 2015-2016 Service and Assessment Plan for the PID.

Council Member Eilenfeldt seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 11. APPROVED THE CONSTRUCTION, FUNDING AND DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF EULESS, THE BOARD OF DIRECTORS TAX INCREMENT REINVESTMENT ZONE NUMBER FOUR AND CADG 901 AIRPORT FREEWAY, LLC**

City Manager Getchell advised that the agreement sets forth the terms and conditions related to the construction and reimbursement of public improvements for a mixed-use development consisting of residential and retail uses known as Eules Midtown. Additionally, it sets forth the obligations of the developer and document requirements before any City funds are disbursed for the improvements.

Council Member Tompkins motioned to approve the construction, funding and development agreement by and between the City of Eules, the Board of Directors of the Tax Increment Reinvestment Zone Number Four and CADG 901 Airport Freeway, LLC.

Council Member Price seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 12. AUTHORIZED CITY MANAGER TO NEGOTIATE AND EXECUTE AN ENGINEERING SERVICES CONTRACT**

*(Secretary's Note: This item is a companion item to Item No. 11)*

City Manager Getchell advised that the agreement approved in Agenda Item No. 11, requires requests for reimbursement to the developer be approved by a city engineering consultant. David Hughes of Elliott and Hughes, Inc. has a long standing relationship with the City and staff recommends retaining this firm for their expertise.

Mayor Pro Tem Stinneford inquired as to how the engineering firm would be paid. Ms. Getchell confirmed that the fees would be paid out of the TIRZ construction fund.

Council Member Bynum motioned to authorize the City Manager to negotiate and execute an engineering services contract with Elliott and Hughes, Inc. related to the Midtown Development.

Council Member Tompkins seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 13. APPROVED FIRST AND FINAL READING OF ORDINANCE NO. 2099**

Director of Planning and Economic Development Collins advised that the City Council approved the Midtown Planned Development Zoning District through Ordinance No. 2072 on June 23, 2015. CADG 901 Airport Freeway, LLC, has requested that the City of Euless vacate and abandon the portion of public right of way on Villa Drive from a point approximately 632 feet to the east of South Industrial Boulevard totaling approximately 1.053 acres. CADG 901 Airport Freeway, LLC owns the property on the north and south sides abutting this portion of Villa Drive. There are three businesses located on three commercial zoned tracts on the north side of Villa Drive, addressed as 1000, 1010, and 1012 Villa Drive, that will continue to be served from the remainder of Villa Drive.

Council Member Tompkins inquired about utilities within the abandoned area. Mr. Collins confirmed that the developer will work with the private utility companies to either move the utilities or they will simply be abandoned.

Council Member Bynum asked if there is any cost incurred by the City and Mr. Collins confirmed that there is no cost to the City for abandonment.

Council Member Tompkins motioned to approve Ordinance No. 2099, vacating and abandoning a portion of public right of way on Villa Drive from a point approximately 632 feet to the East of South Industrial Boulevard Encapsulating approximately 1.053 acres, in the City of Euless, Tarrant County, Texas.

Council Member Eilenfeldt seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 14. APPROVED EXTENSION OF CONTRACT FOR CITY MANAGER**

Mayor Pro Tem Stinneford motioned to approve an extension of the City Manager's contract to January 31, 2018.

Council Member Price seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 15. APPROVED EXTENSION OF CONTRACT FOR CITY SECRETARY**

Council Member Eilenfeldt motioned to approve an extension of the City Secretary's contract to January 31, 2018.

Council Member Tompkins seconded the motion.

Ayes: Mayor Martin, Mayor Pro Tem Stinneford, Council Members Tompkins, Price, Eilenfeldt, and Bynum

Nays: None

Mayor Martin declared the motion carried.

**ITEM NO. 16. PUBLIC COMMENTS**

Darl Easton, 1005 Fayette Drive, Euless, inquired as to when the adopted budget document would be made available on the City website.

**ITEM NO. 17 REPORTS**

**City Manager**

City Manager Getchell thanked the City Council for the opportunity to continue to serve for another year and stated that it is an honor to serve the citizens of the City of Euless and to work with such an incredible group of employees.

**City Attorney**

No report given.

**City Council**

Council Member Eilenfeldt announced that she and Mayor Martin attended the Greater Fort Worth Builders Association Municipal Awards on Thursday, January 14, 2016, where Director of Planning and Economic Development Collins was recognized and awarded with the Spirit of Cooperation Award.

Mayor Martin announced that in addition to that award, Mr. Collins also received the Bill Ridgway Spirit of Enterprise Award from the Hurst Euless Bedford (HEB) Chamber of Commerce.

Council Member Bynum thanked the City Council, staff, and citizens for their thoughts and prayers for his wife, Lisa.

Mayor Martin thanked Scoutmaster Steve Ellis and his Boy Scout troop for their attendance and encouraged citizens to sign up and participate in the It's Time Texas Community Challenge ([itt.communitychallenge.com](http://itt.communitychallenge.com)).

Mayor Martin announced that the next City Council meeting will be held Tuesday, February 9, 2016.

**ITEM NO. 18.        ADJOURN**

Mayor Martin adjourned the meeting at 7:40 p.m.

**APPROVED:**

**ATTEST:**

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Linda Martin, Mayor

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Kim Sutter, TRMC, City Secretary