

**MINUTES OF A REGULAR MEETING
OF THE
EULESS CITY COUNCIL
Tuesday, November 26, 2013**

A regular meeting of the Euless City Council was called to order by Mayor Mary Lib Saleh at 4:06 p.m. on Tuesday, November 26, 2013, 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, Glenn Porterfield, and Perry Bynum. Council Member Tim Stinneford arrived at 4:07 p.m.

During the Precouncil meeting:

- Mayor Mary Lib Saleh acknowledged city staff for doing a great job decorating the City for Christmas. She announced that she attended the Senior Holiday Luncheon on November 20, 2013, and stated that there were approximately 350 attendees.
- Council Member Linda Eilenfeldt announced that she spoke to a Trinity High School geography class regarding transportation.
- City Manager Gary McKamie provided an update regarding the annual Christmas Parade of Lights that will be held on December 7, 2013, at 6:30 p.m., and he announced that the City Christmas lights will be lit on Thanksgiving night. Additionally, he advised that city offices will be closed November 28 and 29, 2013, for the Thanksgiving holiday.
- Director of Planning and Economic Development Mike Collins introduced Mark Johnson, owner and developer, NRP Group LLC, and Bernie Hietbrink, Stratford Land Group.

Director of Planning and Economic Development Collins presented the Riverwalk project plan update related to the urban lofts concept plan that was submitted by the NRP Group LLC. He displayed diagrams that included the trail connection, swimming pool, gas line easement, public right-of-way, parking, and landscaping. He provided illustrations of the southeast and southwest corner architecture features, as well as building elevations. Additionally, he stated that the common area will be maintained by the NRP Group LLC, and that the Hurst-Euless-Bedford Independent School District has been provided information related to the urban loft development.

Senior Planner Stephen Cook discussed the building details specific to the type of materials to be used and the architectural elements.

Mr. Hietbrink stated that they have put in a great deal of research and consideration to the design elements that will complement the overall Riverwalk development.

Mr. Johnson stated that they are currently constructing urban lofts in Dallas and have five urban loft sites in the San Antonio area which they developed, constructed, and presently manage.

City Manager McKamie advised that the urban loft concept plan will be presented for consideration at the December 10, 2013, City Council meeting.

- Director of Planning and Economic Development Collins provided an update to the City Council regarding the North Tarrant Express Segment 2E portion of the highway construction specific to State Highway 183 (SH 183) East, including the project schedule.

City Manager McKamie advised that the city monument sign will be replaced in the median on Westpark Way, south of Airport Freeway, and acknowledged city staff for their efforts working with QuikTrip to provide mutual driveway access.

Council Member Perry Bynum inquired about installing a “No U-Turn” sign for those traveling south bound on Westpark Way.

Assistant City Manager Chris Barker advised that currently there is a barrier to prohibit U-turns and stated that a sign will be installed. Additionally, he provided an update regarding the SH 183 managed lane improvements, including the timeline and project scope. He advised that the Texas Department of Transportation (TxDOT) will be holding a public meeting on December 9, 2013, from 6 to 8 p.m., at the First Baptist Church Euless Campus West in Bedford.

Discussion took place regarding topics that will be addressed at the TxDOT meeting related to maintaining free lanes.

- Assistant City Manager Barker advised that proposed amendments to the Code of Ordinances, Chapter 86, Utilities, specific to reclaimed water rules and regulations will be presented to the City Council for consideration at an upcoming meeting.

City Manager McKamie advised that the reclaimed water project is scheduled to be completed by May 2014.

- Director of Planning and Economic Development Collins presented the development update, including residential and commercial development, and potential growth within the Glade Parks development.
- City Manager McKamie presented the code update related to the apartment inspection program. Additionally, he introduced David Lagat, owner, Shadow Creek Apartments.
- City Manager McKamie advised that the financial report ending October 31, 2013, will be provided at the December 10, 2013, City Council meeting. He advised the City Council that the auditors are currently onsite auditing the prior fiscal year, and stated that the City’s financial policy requires the fiscal year financial statement to be completed and presented to the City Council within 120 days after the the last day of the City’s fiscal year. He added that state law allows for 180 days after the last day of the fiscal year, and staff is discussing a proposed amendment to the policy to extend the timeframe to 180 days.

City Attorney Wayne Olson reviewed the annual audit requirements as outlined in the Local Government Code.

- Director of Public Works Hal Cranor presented the water update and stated that the Tarrant Regional Water District (TRWD) storage capacity has risen slightly.

Assistant City Manager Barker reported that a graph, depicting current lake levels, has been added to the City website (www.eulesstx.gov), as well as more information regarding watering restrictions, and a link to the TRWD website (www.trwd.com). He advised that a water update will be presented at the next scheduled Town Hall meeting in January 2014.

- City Manager McKamie reviewed the regular agenda.

CLOSED SESSION

The City Council convened into closed session at 6:13 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
- Lincoln vs. City of Euless et al

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

The City Council recessed closed session at 6:57 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
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
Texas Star General Manger Glenda Hartsell-Shelton

Marketing/Communications Manager Betsy Deck
 Assistant Police Chief Bob Freeman
 Library Administrator Sherry Knight
 Human Resources/Risk Administrator Carolyn Marshall
 Information Services Administrator Dan McLain
 Computer Support Specialist II Jake Dilliplane
 Web Designer Adam Eakins
 Police Captain Steve Eskew
 Police Senior Officer Bryan Gardner
 Human Resources Benefit Technician Anniece McKanna
 Police Lieutenant Eric Starnes

VISITORS

Lisa Bynum	Randy Gardner	Jake Thomasson
Darl Easton	Ojaswi Ghimire	Peggy Vandiver
Lauren Gardner	Simran Mainali	Anna Webb
Lynette Gardner	Sylvia Manandhar	Warren Wilson
Maddie Gardner	Carroll "Scotty" Scott	

And others as noted in the visitor register.

INVOCATION

City Manager McKamie gave the invocation.

PLEDGE OF ALLEGIANCE

Council Member Tim Stinneford led the pledge of allegiance.

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

Police Chief Mike Brown introduced Police Senior Officer Bryan Gardner. Bryan was accompanied by his father, Randy, mother, Lynette, daughters, Lauren and Maddie, and members of the Police Department.

Mayor Saleh presented Bryan with a plaque and certificate commemorating his selection as employee of the month for December 2013.

CONSENT AGENDA (items 2 through 6)

Mayor Saleh read each item into the record.

Assistant City Manager Barker reviewed the consent agenda items.

Council Member Stinneford motioned to approve the consent agenda items number 2 through 6.

Council Member Bynum 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. 2. AUTHORIZED THE CITY MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE CITIES OF BEDFORD, COLLEYVILLE, EULESS, GRAPEVINE, HALTOM CITY, HURST, KELLER, NORTH RICHLAND HILLS, RICHLAND HILLS, ROANOKE, SOUTHLAKE, TROPHY CLUB MUD#1, WATAUGA, AND WESTLAKE

Authorized the City Manager to execute an Interlocal Agreement with the cities of Bedford, Colleyville, Euless, Grapevine, Haltom City, Hurst, Keller, North Richland Hills, Richland Hills, Roanoke, Southlake, Trophy Club MUD#1, Watauga, and Westlake. This group of cities is also known as the Northeast Fire Department Association (NEFDA). The estimated expenditure is \$19,182.

NEFDA has purchased over \$2.8 million in capital equipment through grant programs and its operating budget since its inception. In order to assure that major equipment can be replaced in future years, a Capital Replacement Fund will be established, and all funds will be deposited in a depository account managed by the City of Hurst. Each participating entity will be responsible for making annual contributions to the Capital Replacement Fund based on a schedule approved by NEFDA Board and participating cities.

ITEM NO. 3. RENEWED BID NO. 005-12

Renewed Bid No. 005-12 for Professional Employee Leasing services to the Bowles Group, d/b/a Workforce, 2501 Parkview Drive, Suite 225, Fort Worth, Texas, for a one year extension. The estimated expenditure is \$169,835.

Sealed bids were requested from professional employer organizations in November 2011 for the purpose of leasing full-time and part-time employees for the operation and maintenance of the Texas Star Golf Course, Conference Centre and Raven's Grille, and miscellaneous Parks and Community Services positions. The bid requested a contract for a two (2) year term with the option to renew for two (2) additional one (1) year terms by mutual written agreement. The Bowles Group, d/b/a Workforce, has submitted a letter for renewal for the first of the one (1) year terms. The renewal bid rate is the same with the exception of workers compensation decreasing by one (1) percent.

ITEM NO. 4. AWARDED BID NO. 001-14

Awarded Bid No. 001-14 for the purchase of plant protectants and fertilizer for the Texas Star Golf Course, The Parks at Texas Star, and various city parks to the following companies:

- 1) Winfield Solutions - Fungicide items #2 and 3; Herbicide items #2, 3, 4, 5, 6, and 10; and Other item #2;

- 2) John Deere Landscapes – Herbicide item #1;
- 3) BWI Companies Inc. – Fungicide item #1; Herbicide items #7 and 8; Insecticide items #1, 2, 3, and 4; and Other item #1;
- 4) Agrium Advanced Technologies - Herbicide item # 9; and,
- 5) Ameriturf - Other item #3.

The estimated expenditure is \$96,036.18.

ITEM NO. 5. AUTHORIZED THE PURCHASE OF A DUMP TRUCK FOR PUBLIC WORKS

Authorized the purchase of a dump truck for the Public Works Department from Chastang Ford, Houston, Texas, through the Buy Board Cooperative Purchasing Program. The estimated expenditure is \$78,398.

This purchase is for the replacement of unit number 326, a 1993 Chevrolet C70 dump truck. The new unit will be purchased from Chastang Ford, and was approved in the fiscal year 2014 budget through the Buy Board Cooperative Purchasing Program contract.

ITEM NO. 6. APPROVED CITY COUNCIL MINUTES

Approved City Council minutes of the regular meeting of November 12, 2013.

REGULAR AGENDA

ITEM NO. 7. AUTHORIZED THE MAYOR TO NEGOTIATE AND EXECUTE CONVEYANCE DOCUMENTS

Mayor Pro Tem Hogg motioned to authorize the Mayor to negotiate and execute conveyance documents for purchase of commercial properties located at Cresthaven Addition, Block 1, Lot 16, 908 Cresthaven Drive and Block 1, Lot 17, 910 Cresthaven Drive.

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. 8. PUBLIC COMMENTS

There were no public comments.

ITEM NO. 9. REPORTS

Communications and Marketing Manager Betsy Deck presented a report outlining the various communication tools utilized by the City, including Eules Today, The Playbook,

summer calendar, news releases, Star-Telegram, *City by City*, signage, Euleless cable channel 16, city website, MyEuleless, social media, and face-to-face communication.

Additionally, she advised of future projects, including digital publications, text messaging and voice call notifications to the public, redesign of employee intranet and public internet, and photo server.

City Manager McKamie recognized Communications and Marketing Manager Deck and Assistant City Manager Barker for their personal contact with residents related to the reclaimed water easement project.

Council Member Bynum asked what tools are being used to assist the public with special needs.

Communications and Marketing Manager Deck stated that the city website implements Americans with Disabilities Act (ADA) requirements, and that Police Lieutenant Joe Kraft maintains a list of citizens with special needs, who have registered, for emergency situations.

City Manager

No report given.

City Attorney

No report given.

City Council

Council Member Eilenfeldt announced that the Texas Department of Transportation (TxDOT) will hold a public meeting to provide information regarding the status and planned phased construction approach of State Highway 183 from Wilshire Drive to State Highway 161 (Segment 2E) on December 9, 2013, from 6 to 8 p.m., at the First Baptist Church Euleless Campus West in Bedford.

Mayor Saleh announced that the annual Christmas Parade of Lights will be held on December 7, 2013, at 6:30 p.m.

ITEM NO. 10. ADJOURN

Mayor Saleh adjourned the meeting at 7:29 p.m.

APPROVED:

ATTEST:

Mary Lib Saleh
Mayor

Kim Sutter, TRMC
City Secretary