



# EVERMAN CITY COUNCIL WORKSHOP

Tuesday, July 26, 2022 at 5:30 PM

212 North Race Street Everman, TX 76140

## MINUTES

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### 1. MEETING CALLED TO ORDER

Mayor Richardson called meeting to order at 5:31pm.

#### PRESENT

Mayor Ray Richardson  
Place 1 Linda Sanders  
Place 3 Johnnie Allen  
Place 4; Mayor Pro-Tem Susan Mackey  
Place 5 Judy Sellers  
Place 6 Miriam Davila

#### Others Present:

Mindi Parks, City Secretary  
  
Craig Spencer, City Manager  
  
Susanne Helgesen, Finance Director  
  
Landon Whatley, Fire Chief  
  
Jennifer Nateros, Director of Human Resources  
  
Gilbert Ramirez, Public Work Director  
  
Michael Nicoletti, Economic Development Director

### 2. CITIZEN'S COMMENTS

We have no citizens present.

### 3. DISCUSSION ITEMS

#### A. Payroll and Benefits

Craig stated reminding council that they challenged him and Susanne to find where they could give a 15% raise across the board to all employees at the last meeting. Susanne worked really hard to get us to this so he is not going to take the credit for this one. Susanne passed out some reports for the council to review with this information on it. Council is looking at an 11.5% increase for cost of living across the board for all employees plus any one not capped out on salary will get the 3.5% step increase also. So overall, a 15% increase if they are not already capped and if they are it is an 11.5% increase. Craig stated that Susanne was able to do this

and present a reduction in the tax rate. This amount also has been updated and reflects in the expenditures and with all the changes she had to make it is fully balanced. Council stated they have done a phenomenal job on this. Mayor added we are not adopting this tonight but just being presented. This will come to council for approval on August 9th. The Budget Books will be ready on August 2nd. Council has no more questions or discussion on the budget.

## B. Proposed Tax Rates and Revenues

Susanne started on page three, she stated that she happy to report that we are proposing a property rate decrease by three cents so the proposal is 1.119676. Potential increase over PY \$369,197. Next page is just for council to see the Average Household Taxable Value Comparison. They reviewed this and liked what they see when the citizens are saving. Council also thanked Susanne for the Glossary on the next page that she though would be helpful to the council. Susanne handed out some handouts for council for their review and if they have any questions but bottom line \$2.9 million to collect in taxes. Council had no Questions and council is in consensus to move forward with this tax rate proposal.

Susanne moving to Revenues. She pointed out on page nine that the All equity change amount at \$131,500 is a surplus. This page is just the summary of all revenue funds. Susanne moving to page eleven the revenue summary by type and on here bottom line the \$41,480 is a surplus as well which means over the budgeted amount. This goes back into the General fund. Craig wanted to highlight on the Intergovernmental Revenue, that it is a big jump again this is the new three SRO officer's. Susanne moving on to page twelve, the General Fund Revenue Summary by account. Susanne stated that obviously the property tax number is up slightly. Council did aske if the court cost and fees will be picking up and Susanne stated yes they would and it has been actually. Allen wanted to know how the collections is coming along and if we have one. Susanne stated that we do and it is Linebarger. hey are collecting but it is a hit or miss. Sanders asked about the Slot Machines and Craig explained we are working on clarification on that with all the changes that have been made. Craig stated this falls on the County not the city. Susanne stated she took this out until it get resolved and we are getting revenue from it to better budget this. Allen asked about the Civic Center Fees for \$40,000. Craig explained that this is just a guess. This is a budget for about twenty rentals a year at \$2,000 a pop. That's how we came up with the number since there is no historical data for this and it is new. Craig stated that we are hoping to use those revenues to offset the Bond Payment for this building that is coming out of EDC budget. That has been the talk but no formal action yet from council and if they want to commit to this then we need to get it in writing and get it approved. Allen asked about the Volleyball courts and those are still not decided yet on what we can do with the amount of water that leaks into it when it rains. Labor Lein Recovery has been decreased so it is a realistic number to budget for. It was noted that we do not consider donations apart of revenues. Council had no more questions on the General Fund Revenue summary by account. Susanne moving on to Special Revenue Funds and page fifteen is just the summary and on page sixteen you can see the money is in and out for TECOLE. Page seventeen is the summary for EDC by type. Susanne moving to page eighteen, This is the revenue. She noted she has been slightly increasing interest as the interest rates are going up slightly. Moving to page nineteen, again this is a short one explained Susanne, and page twenty is revenue by account and there is an increase there. The TIF fund is building and we don't exactly what's in there but Craig stated close to \$400,000 and that was in May. This money can be spent on infrastructure in the TIF zone or governmental facilities anywhere in the city. Susanne moving to page twenty one which is Street Improvements Summary by type and page twenty two is summary by account. Susanne stated you are seeing an increase in the tax amount and in the interest as well. That is the only change here. Susanne moving to page twenty three to Crime Control Summary by type and twenty four you will see the summary by account and again there is a slight increase in the sales tax but on this one she did not have to increase the interest since there is not a lot sitting in the bank so the \$100 is sufficient. The Crime Control still covers the lease payments on the vehicles. Susanne moving to Debt Service Fund, and page twenty six is the revenue summary

by type and page twenty seven is the revenue summary by account and you will see the increase in the property tax and the delinquent tax and interest. Council had no more questions. Susanne moving to the Water and Sewer Fund and page twenty nine is the summary by type and page thirty is by account. Susanne stated you will see an increase in water fees in the consumptions and you will see a surplus also. There will be no water rate increase this year. Council had no more questions for Revenues.

C. General Fund, Water/Sewer Fund, and Special Revenue Fund Expenditures

Changes made from the last meeting to the Expenditures.

The \$20,000 was moved from Fire o Dispatch live they previously discussed. Susanne also increased the city council expenditure for travel to \$7500. Council Member Allen asked how much that would be per council member. Craig stated that he entertained the idea that they revamp the training policy for council and allocate the funds for places 1, 3, and 5 for the first year and the next would be places 2, 4, and 6 and if someone did not want to go that year then they could pass that to another council member but we budget for three a year for TML and additional trainings also in that amount which we will need for a new council member in November. Council thinks that amount will be sufficient amount for council and if they need more next year they can increase it and this will include for Regional Meetings and that is under the governance policy. That is up to council. Employees have their own line item for travel and training and they are limited to a certain amount. Allen wanted to know if the library was in need for cameras and Craig stated that yes they are. He wants to see if he can get that through a grant and tie that into the same system as the Police Department, Fire and Civic Center. We have been working with Fortrose Security which is what is at the other buildings Craig just listed and they have been very pleased with that vendor and they will probably become our primary vendor for security so we all have the same system across the board. Craig stated that this is our goal for this fiscal year and once they finish out the Bond proceeds and see what's left within the Bond Fund, we can spend those on other building improvements and hopefully we can use those funds there for this security system upgrade. Craig went back to EDC training budget and they have a total of \$2100 and he has a vehicle allowance as part as the agreement with him. Allen asked who all had credit cards and Craig stated that some directors but not all and staff will check them out when they need them. Allen also asked what all the company that is mowing the grass for \$3300 a month, what all their doing for that amount. Craig stated y will maintain all the city and park properties as well as occasionally laying seeds and fertilizer also. Council went back to council training that is required one time and that is Open Meetings Act, , and Public Information Act training and anything else is optional. Cyber Security and the Sexual Harassment trainings are required every year. Council had no more questions.

**4. CONSIDERATION AND POSSIBLE ACTION**

**5. EXECUTIVE SESSION**

- A. Section 551.074 - Personnel Matters - Past performance, review and evaluation of the City Manager

Mayor opened Executive Session at 6:32pm.

Mayor Closed Executive Session at 7:14pm.

No action taken.

**6. CITY MANAGERS REPORT**

Just reminded everyone about the next Tuesday meeting and then the Public Hearing on the Tax Rate and Budget on August 9th.

## **7. MAYOR'S REPORT**

## **8. ADJOURN**

Mayor adjourned the meeting at 7:15pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday July 22, 2022.

/s/ Mindi Parks  
City Secretary

*Citizens may watch city council meetings live on YouTube. A link to the City of Everman YouTube channel is provided on the city website at: [www.evermantx.us/government/citycouncil/](http://www.evermantx.us/government/citycouncil/)*

*Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by Law. Additionally, Council may convene into Executive Session to discuss the following:*

- A. Section 551.071 - Pending or Contemplated Litigation or to Seek Advice of the City Attorney.
- B. Section 551.072 - Purchase, Sale, Exchange, Lease, or Value of Real Property.
- C. Section 551.073 - Deliberation Regarding Prospective Gift.
- D. Section 551.074 - Personnel Matters.
- E. Section 551.087- Deliberation Regarding Economic Development Negotiations.
- F. Section 551.089 - Deliberations Regarding Security Devices or Security Audits.

*Citizens wishing to submit written comments should e-mail the City Secretary at [mparks@evermantx.net](mailto:mparks@evermantx.net). Comments that are received at least one-hour prior to the start of the meeting will be provided to all council members.*

*According to the City of Everman Policy on Governance Process, individual citizen comments will be restricted to three (3) minutes unless otherwise determined by a majority vote of the Council. The mayor is responsible to enforce the time limit. Citizens may address City Council either during the Citizen Comments portion of the meeting or during deliberation of a listed agenda item. City Council is only permitted by Law to discuss items that are listed on the agenda. Citizens wishing to make comments should notify the City Secretary as soon as possible.*

*City Hall is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpretative services must be made 48 hours prior to the meeting. To make arrangements, call 817.293.0525 or TDD 1.800.RELAY TX, 1.800.735.2989.*