



# EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, December 20, 2022 at 6:30 PM  
212 North Race Street Everman, TX 76140

## MINUTES

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### 1. MEETING CALLED TO ORDER

#### PRESENT

Place 1 Linda Sanders  
Place 2 Carolyn Renfro  
Place 3 Johnnie Allen  
Place 5 Judy Sellers  
Mayor Ray Richardson

#### ABSENT

Place 4; Mayor Pro-Tem Susan Mackey  
Place 6 Miriam Davila

Susanne Helgesen, Finance Director

Others Present:

Mindi Parks, City Secretary

Craig Spencer, City Manager

Landon Whatley, Fire Chief

Mayor called meeting to order at 6:30pm.

### 2. INVOCATION

### 3. PLEDGE OF ALLEGIANCE

### 4. CONSENT AGENDA

#### A. Financial Report

November 2022

Motion made by Place 5 Sellers, Seconded by Place 1 Sanders.

Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 5 Sellers, Mayor Richardson

Motion Carried.

### 5. PRESENTATIONS

### 6. CITIZEN'S COMMENTS

No Citizens comments.

## 7. DISCUSSION ITEMS

### A. Staff Update - Consolidated Dispatch and Jail Services

Craig stated that this has been going on for well over a year and a half and has been a long road and it is coming together. Mansfield jail has began moving things into our facility and Mansfield jail will be fully operating out of our jail on Wednesday, December 21st. There was an oversight on Craig's part in not having an agreement in place between Everman and Mansfield. The city attorneys office is working on drafting that agreement as we speak. This will come before council at the next council meeting for approval with an retroactive date which will be December 21st. Everything is going very smoothly. Mansfield will fully operate our jail and fully manage and cover any expenses with the inmates. The cost of the inmates will be fully paid for by Mansfield. We are only providing the space. For that, they will also do the same for anyone arrested in Everman as well. This will last for 18 months or up to 24 months or longer. At that time we will have to figure out how we will operate and do things if we want to change things up. The dispatch front, we will be going live with the Tarrant County Fire Alarm next Wednesday, December 28th. Craig stated that this has been a very big undertaking. We do have the agreements set in place with Tarrant County Fire Alarm and we are trying to figure out how to go about to handle the other contracts in place with other municipalities with Tarrant County Fire Alarm, do we enter new agreements, or take over the existing contract and how do we get the finances moved from Fire Alarm to the City of Everman so we can pay the employees that we are bringing on board. We have been working with the city attorney's office and we have now gotten copies of almost all of the agreements with one still outstanding. The city attorney office is drafting a document that allows us to assume those contracts and this will have to be passed by the city council as well as the other municipalities and once that is complete Tarrant County Fire Alarm can transfer those finds to us allowing us to complete those portions of those contracts. Next year we will look into executing new ILA's directly with those cities involved where Fire Alarm will not be involved anymore at that point. Craig stated that we do have seven new full-time employee's coming over from Fire Alarm. They will operate out of our dispatch center so that means we will have one full-time vacancy with that transition. Craig is bringing before council tonight a ILA between the City of Everman and Forest Hill dispatch and this is a part of the same project with Fire Alarm with the fire dispatch side and also police dispatch as well will be provided by the City of Everman. Addition to that, another agreement that will come when we look to execute the Mansfield agreement, this will be an agreement for jail services. That will be a Tri-City agreement for Forest Hill, Everman, and Mansfield. If council approves the ILA on the agenda tonight, we will then invoice the City of Forest Hill for the \$435,000 and some change to get new people on board and hired and trained. The go live for this should be on January 18th, that is what we are shooting for. With this, Craig is recommending some staffing changes. He has Beverly Patton and wants to approve her as the Director of Communications and we already separated this department in the budget. She would have her own budget to work with and he would like to appoint her the Director of Communications and she will oversee this whole operation. She will have roughly 15 full-time employees to manage underneath her and several part-time employees and we will look to have supervisor level employees below her to help her manage and schedules and so forth. As a part of this agreement there will be a Fire Chiefs Advisory Board and Police Chief Advisory Board that Beverly will be communicating directly with and taking the feedback from those chiefs and making sure those things get implemented in the communications center. There has been things budgeted for this but Craig stated that there will be some significant budget amendments brought forward with this change because your talking about increasing the revenue by \$700,000 to be able to make these changes. These will be about mid year that will reflect all these changes. Craig stated that him and Susanne have worked through the numbers and we can achieve this without having any negative impact out of our normal operating budget. We are not spending any extra money behind this, the whole driving factor behind this is that the first year is going to be a wash just because of the implementation cost that goes along with this. Consolidating dispatch should lower the cost of operations across

the board for all municipalities. Radio infrastructure alone is about \$45,000 a year and that is for all the municipalities also. By bringing it to one location, now we are splitting that \$45,000 between the two municipalities and saving money. Doing this with all these municipalities lowers the cost for all of us and better capabilities to serve. With this we will have 2 fire and 2 police dispatchers on at any given time. We can have seven in there all at once to cover big holidays and things like that. We will be dispatch for 8 different agencies once this is all said and done. This is a very long process and we are excited. Things are in the works of getting cleaned up and finished in that dispatch office and Craig wants to have a tour set up for council to come check it out once it is.

## **8. CONSIDERATION AND POSSIBLE ACTION**

- A. Interlocal Agreement for Emergency 9-1-1 Communications Center and Dispatch Services (“Agreement”) is entered into by and between the City of Everman, Texas, a home-rule municipality (“Everman”) and the City of Forest Hill, Texas, a home-rule municipality (“Forest Hill”) by and authorizing City Manager Craig Spencer to execute said agreement.

Motion made by Place 5 Sellers, Seconded by Place 2 Renfro.

Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 5 Sellers, Mayor Richardson

Motion Carried.

## **9. EXECUTIVE SESSION**

- A. Sec 551.071 - Contemplated Litigation - Stephen Avdeef

Mayor adjourned into Executive Session at 7:00pm.

Mayor Closed Executive Session at 7:19pm.

No action taken.

## **10. CITY MANAGERS REPORT**

Roof at City Hall is still being worked on. This will have City Hall closed tomorrow Wednesday, December 21st. The smell from the glue is very bad for our staff. This will be complete by Thursday of this week. Staff is working to get ready for this weather coming. Checking generators and preparing for these temperatures. Power loss in the city we will have Civic Center open in that event for a warm center for our citizens. Closed Friday and Monday for Christmas Holiday.

## **11. MAYOR’S REPORT**

## **12. ADJOURN**

Mayor adjourned the meeting at 7:22pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday December 16, 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.*

*Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda*

*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.*