



EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, May 12, 2026 at 6:00 PM
213 North Race Street Everman, TX 76140

AGENDA

1. MEETING CALLED TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. CONSENT AGENDA

A. Minutes

Regular Meeting Minutes 4-14-2026

Budget Work Shop 4-17-2026

5. PRESENTATIONS

A. National Public Works Week Proclamation

B. National Police Week Proclamation

6. CITIZEN'S COMMENTS

7. CITIZEN'S COMMENTS

A. PUBLIC HEARING - To hear citizens testimony on the proposed FY2024-2025 Budget Amendments

8. DISCUSSION ITEMS

A. Monthly Staff Reports

(1) Police Department

(2) Animal Services

(3) Fire Department

(4) Public Works

9. CONSIDERATION AND POSSIBLE ACTION

A. ORDINANCE NO. 850 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 "ADMINISTRATION", ARTICLE V "BOARDS AND COMMISSIONS" BY ADDING A NEW SECTION 2-74 "PARKS AND RECREATION COMMISSION"; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

- B.** ORDINANCE NO. 851 AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS, AMENDING ORDINANCE 817, TOTAL APPROPRIATIONS BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2025; PROVIDING A REPEALER CLAUSE; A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.
- C.** ORDINANCE NO. 852 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS AUTHORIZING THE EVERMAN TAX INCREMENT NOTE, SERIES 2026; AUTHORIZING THE EXECUTION OF A PURCHASE AND INVESTMENT LETTER, APPROVING OR RATIFYING CERTAIN CONTRACT DOCUMENTS RELATING TO THE SERIES 2026 NOTE; AND CONTAINING OTHER PROVISIONS RELATED THERETO
- D.** RESOLUTION NO. 2026-05-01 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AWARDDING THE CONTRACTS FOR THE ANIMAL SHELTER REMODEL PROJECT AND FOR THE CITY HALL EXPANSION AND REMODEL PROJECT TO GROSSMAN DESIGN BUILD AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE CONTRACTS FOR EACH PROJECT; AND PROVIDING AN EFFECTIVE DATE.
- E.** ORDINANCE NO. 853 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF EVERMAN, BY AMENDING CHAPTER 10, "HEALTH, SAFETY AND NUISANCES," ARTICLE X "SEX OFFENDER RESIDENCY AND CHILD SAFETY ZONES;" PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE AND, IN CASES OF ENDANGERMENT TO PUBLIC HEALTH AND SAFETY, A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.
- F.** RESOLUTION NO. 2026-05-02 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING A WATER AUTHORITY MASA BENEFIT AGREEMENT WITH MEDICAL AIR SERVICES ASSOCIATION, INC.; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT AND ANY NECESSARY RELATED DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

10. EXECUTIVE SESSION

11. CITY MANAGERS REPORT

12. MAYOR'S REPORT

13. ADJOURN

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Wednesday May 6, 2026.

/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/

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.

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.

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EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, April 14, 2026 at 6:00 PM
213 North Race Street Everman, TX 76140

MINUTES

1. MEETING CALLED TO ORDER

Mayor Richardson called meeting to order at 6:05pm.

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. CONSENT AGENDA

A. Minutes

Everman City Council Meeting 03-10-2026

Motion made by Place 5 Sellers, Seconded by Place 4; Mayor Pro-Tem Mackey.
Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

B. Financials

February 2026

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers.
Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried

5. PRESENTATIONS

A. Proclamation - National Library Week

Mayor read and presented the Proclamation for National Library Week.

B. Proclamation - National Telecommunicators Week

Mayor Pro-Tem Susan Mackey read and presented the Proclamation for National Telecommunicators Week.

C. Proclamation - National Animal Care and Control Appreciation Week

Mayor Richardson read and presented the Proclamation for National Animal Care and Control Appreciation Week.

D. Proclamation - National Administrative Professionals Day

Council woman Miriam Davila read and presented the Proclamation for National Professionals Day.

- E. Presentation by the Alliance For Children during Child Abuse Awareness Month - Julie Evans; Executive Director

Julie Evans Executive Director with the Alliance For Children came to present to the council during Child Abuse Awareness Month. Julie presented the new law that gives all family's Multidisciplinary Team Response and this is required now. Texas Family Code Sec. 264.4061. She presented what they do everyday and how they create a safe place for these families. Mayor Ray Richardson read and presented this Proclamation for Child Abuse Awareness Month.

- F. Swearing In Ceremony - Code Enforcement Officer Marcy Beecham

Al Brooks introduced Marcy Beecham to council. He then swore her in as the Code Enforcement Officer.

- G. Recognition of the Director of Public Works on his recent achievement of obtaining the TCEQ Class A Wastewater Treatment Operator and Class A Water Operator Licenses

Mayor Ray Richardson read and presented the Recognition of the Director of Public Works on his recent achievement of obtaining the TCEQ Class A Wastewater Treatment Operator and Class A Water Operator Licenses to Gilbert Ramirez.

- H. Presentation of the Everman Police Department 2025 Racial Profiling Report - Chief Al Brooks

Al Brooks presented the Everman Police Department 2025 Racial Profiling Report to the council. The council was handed the 75 page reports for their review. He did want to highlight page 24 and this says the Everman Police Department is in full compliance. Council had no questions about this report.

6. CITIZEN'S COMMENTS

Artie Dawson been living in Everman for years. She would like to know what we are doing about wichita street and just the streets period since they are horrible. Thompson to Bell you cant come up to the Park. She does not like the one-way at all. Animal Control did come get an animal she caught and then let it out 2 doors down, she didn't understand that. Craig did state that they have the funding for wichita and it is coming.

7. DISCUSSION ITEMS

- A. Presentation and Discussion of the MASA Access program for the City of Everman residents - HUB International

Rodney Dryden and Will Winters presented to council information about this program. Medical Access & Service Advantage(MASA) was founded in 1974 and is the leading emergency transportation protection built to enhance healthcare plans by protecting against out-of-pocket costs associated with emergency medical transport. As a global organization with 14 international locations and services in all 50 states and Canada, MASA serves more than 2 million members with emergency and non-emergency transportation cost-reimbursement services and so much more. Mr. Winters stated that the basic protection area includes the continental U.S., Hawaii, Alaska, Mexico, and Canada, with worldwide protection offered for certain plans. Mr. Winters wanted to point out why the need for MASA and the challenges for both Residents and EMS. Every minute matters to the resident and access to emergency care how and when you need it, regardless of the network and with 23,000 ground and air medical

transport providers across the U.S., MASA can provide that. Also, Masa allows residents to get that care they need, when they need it, without the fear of that bill. Also, EMS are critical to public safety, yet consistently difficult to sustain financially. Mr. Winters stated that ambulance billing is complex, collection rates are low, and residents are left with surprise bills that strain trust in local government. The result in this is, your city absorbs costs that could be offset by a smarter approach, while you residents face financial hardship after the very emergencies you responded to. With MASA, it can go from accounts receivable headaches to increased predictable revenue. Mr. Winters stated that today, without MASA EMS departments collect only a fraction of billed amounts on average, aging AR requires staff time or higher billing agency fees and collection agency costs, uninsured residents default and city absorbs the loss, EMS runs budget line item that requires subsidy, and residents face surprise bills and potential financial hardship. Mr. Winters stated that today with MASA, it increased predictability and revenue per transport, MASA pays eligible claims directly to provider, reducing AR pressure, EMS providers receive faster reimbursement, shortening revenue cycle, residents are protected before an emergency happens, and community goodwill and leadership seen as proactive. This is providing confidence and improving outcomes with a low-price, and high-value solution. Mr. Winters provided council with the Benefits and for Emergency Ground Ambulance Protection, MASA provides up to \$750 for Emergency ground transportation in the U.S. or Canada to a medical facility. Emergency Air Ambulance Protection, MASA provides coverage up to \$7,500 for emergency air transportation in the U.S. or Canada to a medical facility. He also went over with council how requests for ambulance payment works and the process from approval to protection in weeks, not months. Also, the participation is voluntary to the residents but they do have to OPT out and that is a very easy and simple to do. This will also cover the whole household. Mr. Winter will make sure the residents get all this information and they are aware. Mr. Winter stated lastly that this would be very minimal lift for your staff after launch. Rodney added that he is very proud of this program. Council is in general consensus on moving forward with starting this process.

B. Monthly Staff Reports

- (1) Police Department
- (2) Animal Services
- (3) Fire Department
- (4) Public Works

Al Brooks presented the Everman Police Department Activity Report for March 1-31, 2026. Officers were involved in 1657 calls for service. Traffic enforcement activity data unavailable. Officer Frias has submitted her resignation and will be leaving the department next week which puts us three short. On the brighter side, we are currently awaiting results from psychological evaluation for two prospects and hope to move them into the next step in the hiring process within the next few days. Just a reminder of the ricks our officers face, since our last meeting Everman officers were involved in physical altercations on three separate incidents, with the suspect in one incident making aggressive efforts to obtain the officer's sidearm.

Marcy presented her first report for Code Enforcement. Marcy stated she has seen some areas of need in the city and she would like to educate our citizens. She is also addressing health and safety and this is very important to educate to our citizens. With educating, she will take the time to address the complaint and make contact with the citizens. She will go out and address these pretty quickly, and talk to the citizens and educate them because she thinks this is the best way to address a complaint. She has also established some processes in IWORQS, which is the data software that we use for pace reports and our data. She has a process in this software, starting off with door hangers stated the violation if it is a small

violation and more significant violations may start with violation letter. Then she will allow a time frame for the violation to comply, which is normally 10 days but that can vary in different situations. She will then do a follow up to make sure the resident is in compliance. Marcy stated that a notice of violation will state in terms the citizen can understand on what that violation is. She is big on educating the public and she has created two flyers. One is for the residential neighborhoods, and since she has received complaints on Prairie street she has sent them there first. This is information on what kind of violations she is looking for and a time frame when she will be back to check for these violations. This also included pictures of examples she was talking about to the citizens. She did the inspection and noticed that several people cleaned up and there were on a few violations and lots of progress and this is what the plan for her to do all over the city. She wants them to know that she is here to help. She also did the same thing to commercial properties as well. She also did a drive through on those commercial properties there were a lot taken care of and she will do a follow up on those as well again. In the month Marcy has been here she has opened up 41 cases and have closed 7. She has observed about 62 violations, and had a few open records request in April. Her focus is neighborhood appearance and achieving compliance. She will also work on getting her flyers translated into Spanish as well.

Mayor adjourned into a break at this time 7:46pm.

Mayor called the meeting back to order at 7:54pm.

Ray presented the Municipal Animal Services Report for March 2026. Intake for dogs-69 (15 dogs from Everman) Intake for Cats- 14 (10 cats from Everman) Phone calls received 1159 and this is a 27% decrease from March 2025. Total field calls for Service -164(47 calls from Everman).

Landon presented the Fire Department report. Calls for service Feb 11th to present is 207. For staffing there is one new full-time firefighter/paramedic starts April 23rd. We hired 2 part time firefighter/EMTs, and personnel out on FMLA have returned to full duty. Celebrate America Fest announcement coming soon to social media and scheduled for Saturday June 27th.

Gilbert presented the March 2026 monthly report. Parks and Streets have been doing the routine park and building maintenance, installed markers on the side of Everman Parkway, Removed all damaged flag poles, bought and installed 11 parking stops on the new ACO building, installed light fixtures and cleaned the ACO offices, installed two signs on the Enon Bridge, installed 2 new volleyball nets at Johnson Park, and repaired 10 potholes and 2 asphalt overlays. Water Department has being doing 90 plus workorders, routine Well Reports and Meter Reading, set up a sprinkler system at Memorial Park, sewer line replacement, three service line repairs, two main breaks, and two curb stops.

C. Review, Discuss, & Comment on the Draft 2026 Community Development Corporation Strategic Plan

Craig stated that he has provided this Plan to them in hand. Craig presented the draft 2026 Community Development Corporation Strategic Plan. Craig explained what this Plan is and what its focusses on for the City of Everman. He also displayed for council to review the Mission Statement and Vision Statement. Craig displayed what this Strategic Plan captures for the city and all the new tools that they provide for the city. This plan included the goals and objectives, and identifies specialized zones for economic development.

D. Discussion related to the potential adoption of a Zoning Ordinance that would modify the Permissible Use Table to require a Special Use Permit for Dance Halls and Ballrooms in the C-1 Neighborhood Commercial District

Craig stated he wanted to put this on the agenda for discussion since it will require a public hearing and certain steps. Craig stated that before he started taking these steps he wanted to see if there were any other changes that they may want to consider. Craig stated that one thing that came to light at a recent zoning hearing, is that we do not allow this particular business in C-1, however, we do allow dance halls which are like the Event halls we currently have and we have three of them in a one block radius along Everman Parkway. The request for this was that we needed to limit this in the C-1 zoning. Allow it in C-2 but restrict it in C-1 by changing it from Permitted, which in zoning you can permitted, not permitted it, or allow a special use permit, to a special use permit. This means these would come to council case by case and they would have to make an informed decision in order to allow that to exist or not based on the special use permit and there would be guidelines that they would have to meet. Craig stated that he handed out to council the permitted uses in C-1, and in C-2, which is all of C-1 plus a few extras. Craig stated that one that stands out to him is Smoke Shops, which falls under Retail Sales/Trade under Drug, apothecaries, pharmacies and sundry. We do have one smoke shop along Everman Parkway and the Police Department has been working significant issues and concerns at that particular business. We have had interest from another smoke shop and it did go another way. Craig wanted to make sure this is something they want to allow. He wanted to open this up for discussion. Any current businesses that are in anything we change will be grandfathered in unless they change owner ship or shut down, they will no longer be able to operate. We will let all those owners of businesses know about any changes. The SUP(Special Use Permit) is tied to the C/O. Craig stated that we do have limited C-2 Zoning. Craig displayed a map showing where all the C-2 zoning is and C-1 Zoning as well so that they could see a visual. Council is in agreeance with Craig on not allowing those 2 things that he had concerns about. Craig stated that it may be better to make it required to have a Special Use Permit in C-1 and C-2 and they will have to deal with these case by case and the council would also like to have packaged liquor stores, cocktail lounges and taverns, and pawn shop to SUP as well. Craig will get with the City Attorney to get this process started for these four things.

8. CONSIDERATION AND POSSIBLE ACTION

- A. RESOLUTION NO. 2026-04-01 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AUTHORIZING THE CITY MANAGER TO SOLICIT REQUESTS FOR QUALIFICATIONS (RFQ) AND/OR REQUESTS FOR PROPOSALS (RFP) FOR THE EXPANSION AND RENOVATION OF CITY HALL; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers.
Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson
Voting Nay: Place 3 Allen

- B. Consideration of appointment of 3 City Council members to an ad hoc City Hall Design Committee

Motion made by Place 4; Mayor Pro-Tem Mackey to appoint Mayor Ray Richardson, Susan Mackey and Linda Sanders to the City Hall Design Committee and Judy Sellers as an Alternate, Seconded by Place 2 Renfro.
Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

- C. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, ACKNOWLEDGING AND ACCEPTING THE RECOMMENDATION OF THE TAX INCREMENT REINVESTMENT ZONE NO. 1 BOARD; AUTHORIZING THE EXPENDITURE OF FUNDS IN AN AMOUNT NOT TO EXCEED \$75,000.00 FOR ENGINEERING

FEASIBILITY AND TRAFFIC STUDIES; AUTHORIZING THE USE OF THE CITY'S CONTRACTED ENGINEERING FIRM; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers. Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

- D. ORDINANCE NO.849 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF EVERMAN, BY AMENDING CHAPTER 14, "PARKS AND RECREATION"; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE AND, IN CASES OF ENDANGERMENT TO PUBLIC HEALTH AND SAFETY, A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.090) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Place 5 Sellers, Seconded by Place 1 Sanders. Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

- E. Discussion and Possible Action Regarding Opportunity Zones 2.0 Nomination for Census Tract 1112.02, Everman, Tarrant County ere

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers. Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

9. EXECUTIVE SESSION

- A. Section 551.071 - Seek Advice of the City Attorney related to possible amendments to Ordinance 763 establishing Child Safety Zones

Mayor Richardson called Executive Session at 9:08pm.

Mayor adjourned Executive Session at 9:30pm.

No Action Taken.

10. CITY MANAGERS REPORT

Craig updated council that Little Cesar's is coming to Everman, they have submitted for their permit and Soccer 5 as well. The Budget meeting for Friday is moved to 2pm instead of 1pm. He also updated the council about the Everman United Methodist Church could be closing and the Tarrant County Food Pantry ran through there and that will be no more. We are working to see about keeping that program and he will update the council with that.

11. MAYOR'S REPORT

12. ADJOURN

Mayor Richardson adjourned the meeting at 9:32pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Wednesday April 8, 2026.

/s/ Mindi Parks
City Secretary

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EVERMAN CITY COUNCIL WORKSHOP

Friday, April 17, 2026 at 2:00 PM

213 North Race Street Everman, TX 76140

MINUTES

1. MEETING CALLED TO ORDER

2. DISCUSSION ITEMS

A. Mid-Year Budget Review & Discussion - All Funds and Departments

Craig and Susanne put a small presentation together with all the departments budgets. City council conducted a mid-year budget review with all department directors. Each Director provided and overview of their current budget status. Council listened to each presentation and had the opportunity to ask questions. With most all departments on target they had very few major concerns or questions. Craig did state that the revenues look good. The next budget meeting will be when we start the new fiscal year budget.

3. ADJOURN

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Monday April 13, 2026.

/s/ Mindi Parks
City Secretary

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**CITY OF EVERMAN, TEXAS
ORDINANCE NO.850**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE V “BOARDS AND COMMISSIONS” BY ADDING A NEW SECTION 2-74 “PARKS AND RECREATION COMMISSION”; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that it will serve the health, safety and general welfare and be in the public’s best interest to establish a Parks and Recreation Commission for the purpose of advising the City Council on matters related to parks, recreation programming, youth activities, and community events;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, THAT:

SECTION 1. That the Code of Ordinances of the City of Everman, as previously amended, is hereby amended at Chapter 2 “Administration,” Article V “Boards and Commissions” by adding a new section 2-74 “Parks and Recreation Commission,” to read in its entirety as follows:

“SEC. 2-73. – Parks and Recreation Commission

(a) Purpose

The Parks and Recreation Commission is hereby created as a standing advisory commission. The commission shall act in an advisory capacity to the city council with respect to matters concerning parks, recreational programming, youth activities, and community events. Final authority on budget, ordinances, and major policy decisions remains with the City Council.

(b) Membership and Terms

(1) The Commission shall be composed of seven (7) voting members, appointed by majority vote of the City Council. No currently serving member of the City Council may be appointed as a member of the Commission. A minimum of three (3) of the members of the Commission shall be residents of the City of Everman. Members shall serve two-year staggered terms. Initial appointments shall be structured such that three (3) of the positions will have an initial term of 3 years. Vacancies on the Commission shall be filled by appointment by majority vote of the City Council (for the remainder of the unexpired term). The Commission member shall, by majority vote, annually elect from among its members a Chair, Vice-Chair, Secretary and Treasurer.

(2) Members of the Commission must meet the following qualifications:

- a. For resident members – be a qualified voter of the City and reside within the corporate limits of the city for at least one year prior to appointment and continue residency during term of office; no currently serving member of the City Council may be appointed as a member of the Commission.
- b. For all members – Not be delinquent in payment of taxes, fees, or other amounts owed to the City and Achieve compliance with all City codes prior to appointment and maintain such compliance during the term of office; no currently serving member of the City Council may be appointed as a member of the Commission.

(c) Duties and Responsibilities

The Commission is advisory only and shall not have any decision-making authority. The Commission shall have the following duties:

- (1) Advise Council and staff on policies, rules, fees, and long-range planning for parks and recreation;
- (2) Review and recommend an annual calendar of city events;
- (3) Support the Parks Coordinator in recruiting volunteers, coaches, and sponsors;
- (4) Review the annual Parks and Recreation budget prior to its submission to Council;
- (5) Receive and evaluate citizen input, suggestions, and complaints regarding parks and recreational programs;
- (6) Assist in identifying grant and partnership opportunities relating to parks and recreation; and
- (7) Submit an annual report to the City Council summarizing program activity, finances, and recommendations.

(d) Meetings

The Commission shall meet no less than once per month at a date and time to be set by the Commission and approved by the City Manager. The chair may call special meetings as necessary. Meetings shall take place in a City owned or leased facility within the City. The Commission shall conduct its meetings and govern its proceedings according to the city council’s adopted rules of order and in compliance with the Texas Open Meetings Act. Minutes of all meetings shall be kept by the Commission Secretary or his designee and filed with the City Secretary. A quorum, required to hold a meeting and conduct any business, shall consist of four (4) members. Each member, including the chair, is entitled to one (1) vote and action of the Commission shall require an affirmative vote of a majority of those members present. The Parks Commission or his designee shall serve as the staff liaison to the Commission. Members of the Commission may receive reimbursement of authorized expenses attendant to the performance of their duties.”

SECTION 2. If any article, paragraph, subdivision, clause or provision of this ordinance as hereby amended, be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid or unconstitutional.

SECTION 3. This ordinance shall take effect immediately from and after its passage.

**DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
EVERMAN, TEXAS ON THIS THE _____ DAY OF _____, 2026.**

CITY OF EVERMAN, TEXAS

Ray Richardson, Mayor

ATTEST:

Mindi Parks, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney
4900-4781-7637, v. 2

ORDINANCE NO. 851

AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS, AMENDING ORDINANCE 817, TOTAL APPROPRIATIONS BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2025; PROVIDING A REPEALER CLAUSE; A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 20th, 2024, the City Council approved its Budget Ordinance for the 2024-2025 Fiscal Year;

WHEREAS, the City Council finds that there is a grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention and therefore makes this budget amendment and change to the Fiscal Year 2024-2025 Budget by majority vote of the City Council;

WHEREAS, the City is authorized to make this budget amendment and change to the budget by majority vote of the City Council;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS:

SECTION 1. The findings and recitations set out in the preamble to this Ordinance are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and are adopted as a part of the judgement and findings of the City Council with respect to the budget amendments described herein.

SECTION 2. The City Council of the City of Everman officially finds, determines, and declares that the City of Everman Fiscal Year 2024-2025 Budget is hereby amended and/or changed and that all budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the Fiscal Year 2024-2025 are hereby ratified, and the budget Ordinance for Fiscal Year 2024-2025, heretofore enacted by the City Council, be and the same is hereby amended to the extent of such transfers and amendments for all purposes as set forth in the attached Exhibit A, incorporated herein for all purposes.

SECTION 3. Any Ordinance, Resolution or Order previously passed and/or adopted by the City Council, or any part thereof, if found to be in conflict with the provisions of this Ordinance, shall be resolved in favor of the terms and conditions of this Ordinance, and any prior conflicting Ordinance, Resolution or Order or any part thereof, is hereby repealed to the extent of said conflict.

SECTION 4. Should any clause, phrase, sentence, paragraph, or section of this Ordinance be deemed invalid or unconstitutional by a court of competent jurisdiction, said finding shall not affect the remaining clauses, phrases, sentences, paragraphs, or sections of this Ordinance.

SECTION 5. This Ordinance shall be and become effective from and after its adoption.

PASSED AND APPROVED IN OPEN SESSION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS ON THE 12TH DAY OF MAY, 2026.

APPROVED:

Ray Richardson
Mayor

APPROVED AS TO FORM

Victoria Thomas
City Attorney

ATTEST:

Mindi Parks
City Secretary

**ORDINANCE TO BE
ATTACHED AND
UPDATED IN
PACKET**

RESOLUTION NO. 2026-05-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AWARDING THE CONTRACTS FOR THE ANIMAL SHELTER REMODEL PROJECT AND FOR THE CITY HALL EXPANSION AND REMODEL PROJECT TO GROSSMAN DESIGN BUILD AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE CONTRACTS FOR EACH PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Everman has previously solicited submittal in response to its Requests for Qualifications (RFQ) and/or Requests for Proposals (RFP) for professional services and/or construction services related to the remodel of the City’s Animal Shelter (the “Animal Shelter Remodel Project”) and related to the expansion and remodel of City Hall (the “City Hall Expansion and Remodel Project); and

WHEREAS, in response thereto, for each project the City received one responsive submittal, those being from Grossman Design Build; and

WHEREAS, City staff and consultants, having reviewed the submittals by Grossman Design Build, are of the opinion that Grossman Design Build is responsible, that its submittals are responsive, that re-advertising would not produce a better result and that the submittals offer “best value” to the City; and

WHEREAS, the City Council finds it to be in the best interest of the City to award the contracts for the Animal Shelter Remodel Project and the City Hall Expansion and Remodel Project to Grossman Design Build;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS:

SECTION 1. The contract for the Animal Shelter Remodel Project is hereby awarded to Grossman Design Build and the City Manager is authorized to negotiate and execute such contract, subject to legal review by the City Attorney, for a total price not to exceed \$550,000, with the project to be funded through TIRZ #1 funds (Tax Increment Reinvestment Zone No. 1 Funds, a/k/a TIF #1 Funds).

SECTION 2. The contract for the City Hall Expansion and Remodel Project is hereby awarded to Grossman Design Build and the City Manager is authorized to negotiate and execute such contract, subject to legal review by the City Attorney, for a total contract price not to exceed \$ 1,650,000, with the project to be funded through TIRZ #1 funds (Tax Increment Reinvestment Zone No. 1 Funds, a/k/a TIF #1 Funds).

SECTION 3. This Resolution shall take effect immediately upon its passage and approval.

APPROVED AND ADOPTED by the City Council of the City of Everman, Texas the 12th day of May, 2026.

APPROVED:

Ray Richardson, Mayor

ATTEST:

Mindi Parks, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney
4910-3323-1017, v. 1
4910-3323-1017, v. 1

ORDINANCE NO. 853

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF EVERMAN, BY AMENDING CHAPTER 10, "HEALTH, SAFETY AND NUISANCES," ARTICLE X "SEX OFFENDER RESIDENCY AND CHILD SAFETY ZONES;" PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE AND, IN CASES OF ENDANGERMENT TO PUBLIC HEALTH AND SAFETY, A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has previously adopted provisions governing sex offender residency and child safety zones; and

WHEREAS, the City desires to update those provisions to enlarge protections for children by prohibiting residency of sex offenders within 2,000 feet of child safety zones; and

WHEREAS, the City Council of the City of Everman finds it to serve the health, safety and general welfare of the City to approve this ordinance amending and updating the provisions related to sex offender residency and child safety zones;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS THAT:

SECTION 1. Chapter 10, "Health, Safety and Nuisances," Article X "Sex Offender Residency and Child Safety Zones" is hereby amended by amending sections 10-173 through 10-176 to read as follows:

"Sec. 10-173 – Sex offender prohibition

- (a) It is an offense for a sex offender to establish a permanent residence or temporary residence within two thousand (2,000) feet of a child safety zone.
- (b) . . .
- (c) . . .
- (d)

Sec, 10-174 – Property owners prohibited from renting real property to registered sex offenders

It is unlawful to let, sublet, or rent any place, structure or part thereof, manufactured home, trailer, or any other conveyance, with the knowledge that it will be used as a permanent residence or temporary residence by any person prohibited from establishing such permanent residence or temporary residence pursuant to the terms of this chapter, if such place, structure, or part thereof, manufactured home, trailer, or other conveyance is located within two thousand (2,000) feet, as defined in section 10-175, from a child safety zone, as defined in section 10-172.

Sec. 10-175 – Evidentiary matters

- (a) ...
- (b) ...
- (c) ...
- (d) The distance of two thousand (2,000) feet from a child safety zone shall be measured on a straight line from the closest boundary line of the sex offender's residence to the closest boundary line of the child safety zone property.
- (e) ...
- (f) ...
- (g) ...

Sec. 10-176 – Exceptions

- (a) ...
- (b) The child safety zone, as specified herein, within two thousand (2,000) feet of the permanent or temporary residence of the person required to register on/in the database was opened after the person established the permanent or temporary residence and complied with all sex offender registration laws of the State of Texas.
- (c) ...
- (d) ...
- (e) The person required to register is required to serve a sentence at a jail, prison, juvenile facility, or other correctional institution located within two thousand (2,000) feet of a child safety zone.
- (f) ...
- (g) ...
- (h) ...
- (i) ...
- (j)”

SECTION 2. All ordinances of the City of Everman, Texas, in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City not in conflict with the provisions of the ordinance shall remain in full force and effect.

SECTION 3. Should any section, paragraph, sentence, subdivision, clause, phrase, or provision of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be unconstitutional, illegal, or invalid and shall not affect the validity of the remainder of this ordinance or any other provision of the Code of Ordinances of the City.

SECTION 4. This ordinance shall take effect immediately upon its passage and adoption and the publication of the caption as the law and charter in such cases provide.

DULY PASSED by the City Council of the City of Everman, Texas, on this the _____ day of May 2026.

APPROVED:

Ray Richardson, Mayor

Attest:

Approved as to form:

Mindi Parks, City Secretary
4934-9030-5193, v. 1

Victoria Thomas, City Attorney

RESOLUTION NO. 2026-05-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING A WATER AUTHORITY MASA BENEFIT AGREEMENT WITH MEDICAL AIR SERVICES ASSOCIATION, INC.; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT AND ANY NECESSARY RELATED DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Everman, Texas (“City”), provides municipal water utility services to residents and customers within the community; and

WHEREAS, Medical Air Services Association, Inc. (“MASA”) provides emergency medical transportation membership services and protections to participating members; and

WHEREAS, the proposed Water Authority MASA Benefit Agreement would allow eligible City utility customers to voluntarily enroll in MASA membership services pursuant to applicable provisions of the Texas Water Code; and

WHEREAS, the City Council finds that entering into the Agreement is in the best interest of the City and its residents and customers; and

WHEREAS, the City Council desires to approve the Agreement in substantial form and authorize the City Manager to finalize and execute the Agreement and any related documents necessary to implement the program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS:

SECTION 1. The findings and recitals set forth above are hereby found to be true and correct and are incorporated herein for all purposes.

SECTION 2. The City Council hereby approves the Water Authority MASA Benefit Agreement between the City of Everman and Medical Air Services Association, Inc., in substantial form as attached hereto and incorporated herein as Exhibit “A.”

SECTION 3. The City Manager is hereby authorized to negotiate final terms consistent with the Agreement approved in substantial form, execute the Agreement on behalf of the City, and execute any related documents necessary to carry out the intent of this Resolution.

SECTION 4. This Resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED by the City Council of the City of Everman, Texas, on this 12th day of May, 2026.

APPROVED:

Ray Richardson, Mayor

ATTEST:

Mindi Parks, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney

WATER AUTHORITY MASA BENEFIT AGREEMENT - MEMBERSHIP

Water Authority Provided MASA Memberships

This Water Authority MASA Benefit Agreement (“**Agreement**”) is effective as of _____ (the “**Agreement Effective Date,**” and subject to Section 5 hereof, by and between the _____, Texas, a Texas municipality with a principal office at _____, TX _____ (“**Water Authority**”), and Medical Air Services Association, Inc., an Oklahoma corporation (“**MASA**”) with its principal executive office at 1301 International Parkway, Suite 300, Sunrise, FL 33323. This Agreement supersedes and replaces any and all prior agreements, whether verbal or written, between Water Authority and MASA (individually, the “**Party,**” collectively, the “**Parties**”) and any of their affiliates concerning the subject matter set forth herein.

WHEREAS, MASA is in the business of providing single individual memberships and family memberships with certain Membership (as defined herein) benefits and services including, without limitation, protection for a portion of the out of pocket-expenses incurred as a result of an emergent transport situation, including for certain emergency medical services (“**Services**”); and

WHEREAS, MASA offers an “**Essentials**” membership product (each a, “**Membership**” and collectively “**Products**”) that entitles those certain members (“**Members**”) to certain services as more fully described in the MSA, as described herein (“**Services**”); and

WHEREAS, Water Authority, a Texas municipality, as a provider of public water services pursuant to the Texas Water Code, Section 1.001 *et seq.* desires to offer Memberships to its water services customers of record (“**Customers**”) as a “voluntary contribution” pursuant to Section 13.143 of the Texas Water Code. Upon enrollment with MASA as MASA Members, such Customers and their eligible family members shall be considered “**Joint Customers**” of MASA and Water Authority.

NOW, THEREFORE, MASA and Water Authority agree as follows:

1. Term and Termination. This Agreement shall have a term of one (1) year from Effective Date (“**Initial Term**”). Thereafter, this Agreement shall automatically renew for additional one (1) year terms (each a “**Renewal Term**”) unless written notice is given by one Party to the other Parties of its intention not to renew the Agreement at least sixty (60) days before the expiration of the then current Renewal Term. Upon the termination of this Agreement, for any reason, it shall be Water Authority’s obligation to notify Joint Customers of such termination and the impact on their Membership. MASA or Water Authority may terminate this Agreement immediately for any breach of this Agreement. Notwithstanding the foregoing, the City Council of Water Authority or MASA may terminate this Agreement without cause at any time upon providing thirty (30) days’ prior written notice to the other party.

2. Membership Services Agreement (“**MSA**”). All Memberships resulting from this Agreement are subject to the terms and conditions of the MSA between MASA and Members, which such MSA may be supplemented from time-to-time by MASA including any MASA-determined expansion of MASA Membership protections to additional household members which are defined as those verifiable family members of Customers who can demonstrate through a legally verifiable record of address matching the applicable Customer address for the Water Authority water services account and dated on or before the date of service for which protection is being sought under such Membership. MASA shall provide a copy of the MSA to Water Authority and any Customers upon request.

3. Membership Fees & Rates.

Essentials Membership \$6.75/monthly

4. Member Enrollment. Water Authority represents and warrants that it has the authority to offer the MASA Memberships to the Water Authority Customer base pursuant to Section 13.143 of the Texas Water Code and that Water Authority shall offer such voluntary contribution in a voluntary manner that is compliant with the Texas Water Code. Water Authority shall begin the initial enrollment process on the Agreement Effective Date and shall end the initial enrollment process with sufficient time to allow MASA to complete the fulfillment process prior to _____ (the “**Enrollment Period**”). Following the Enrollment Period, enrollment may remain open for current and/or new Customers. Water Authority shall provide sufficient customer information to MASA in the form of a comprehensive and accurate “**Enrollment Roster**” listing only Water Authority customers who have opted to enroll in MSA Service Agreement, in order to allow MASA to facilitate Membership fulfillment prior to the Membership effective date for each such Member. Water Authority shall continue to maintain a voluntary process regarding any and all such Memberships including providing all required notices, annual or otherwise, to Customers and/or Joint Customers. Customers may withdraw at any time without prior notice to MASA. Water Authority shall communicate all Customer withdraws from Memberships to MASA in a timely manner. Water Authority shall provide

enrollment changes directly to clientsuccess@masaglobal.com. In no event will changes be made effective after from the requested effective date of the change.

MASA will provide Water Authority with communication materials which may include program details, the protections MASA products provide, opt-out instructions, and other related messages. Water Authority shall provide sufficient information in all pre-enrollment Customer and Joint Customer materials advising Medicaid recipients that they are ineligible to enroll in a MASA Membership. Water Authority shall continue to provide information to Customers that such Joint Customers who become Medicaid recipients must disenroll in the MASA Membership in the event that they enroll in Medicaid.

Upon enrollment, MASA agrees to provide all new Members with an MSA that provides an explanation of MASA Services. MASA may communicate changes to the MSA through communications issued to Joint Customers by and/or through Water Authority, subject to MASA's prior written approval of such messaging and content. All communications to Customers and Joint Customers about MASA Memberships require MASA's prior written approval.

5. Effective Dates. The Agreement Effective Date is the date Water Authority agrees to offer MASA Products to its Customers. Each Members' Services become effective as of the Member's membership effective date ("**Membership Effective Date**"), which must be after the Agreement Effective Date, and the Agreement Effective Date shall run through the last surviving membership date. For a new Customer or current Customer who enrolls after the Enrollment Period, their Membership Effective Date shall be no earlier than the first day of the month following the thirtieth (30th) day after the enrollment of the new Customer is completed, unless prior written approval has been received from MASA.

For Customers that enroll as a Member during the initial Enrollment Period as defined in Section 3 above, the Membership Effective Date shall be _____.

6. Payment of Fees. Water Authority acknowledges and agrees that MASA's Services, Memberships, and obligations under this Agreement shall be contingent upon Water Authority's timely payment of Fees collected from Customers. Water Authority is obligated to pay all Membership Fees collected from Joint Customers and due and owing to MASA. In the event that a Customer does not remit a Fee or Membership Fee to Water Authority and/or Water Authority is unable to collect a Fee or Membership Fee from a Customer, the Parties agree that Water Authority shall not be responsible or liable for payment of those unremitted and/or uncollected Fees or Membership Fees to MASA. The Parties further agree that should any Customer fail to remit Fees for a period of sixty (60) days or more, the Customer shall be automatically opted out of the program. In the event Water Authority is delinquent on its payment of Fees, MASA shall have the right to stop providing the Services/Products under this Agreement and terminate this agreement in its entirety. Fees shall be due to MASA monthly and must be paid to MASA within thirty (30) days from the end of each calendar month. Waiver of such termination rights shall not prevent future enforcement of the same.

7. Membership Services and Requirements. The Parties acknowledge and agree that the Memberships offered by MASA were designed to protect members and their immediate families from the reasonable and customary out-of-pocket expense associated with emergency medical transportation following the primary insurer's reimbursement. Reasonable and customary expenses are determined on a case-by-case basis, considering a variety of factors, including, but not limited to, the primary insurer's determination of reasonable and customary expense and industry practice, based on national and regional norms, among other factors. The Parties acknowledge and agree that Memberships are not represented and/or marketed as a primary level of coverage but rather as a supplement to such coverage; nor is a Membership intended to replace or take the place of primary insurance coverage.

By offering and/or providing Memberships to Customers, Water Authority represents and warrants that Water Authority shall advise Customers that primary health insurance that provide a level of coverage for emergency, ground, and air transportation based on reimbursement schedules that are consistent with other levels of coverage within the same policies and plan options and that do not unreasonably cap or otherwise limit reimbursement for emergency ground and air transportation are necessary prior to enrolling in a MASA Membership and that Customers who do not maintain primary coverage should not voluntarily enroll in a MASA Membership. Each Joint Customer, pursuant to the terms and conditions of the respective MSA, acknowledges and agrees that the Services provided are meant exclusively to supplement Joint Customer's health and/or other insurance coverage(s). For that purpose, in the event that Joint Customer fails to carry primary health insurance at time of claim, MASA shall be liable to Joint Customer for no more than 20% of Joint Customer's Out-of-Pocket Expenses, but in no event will MASA pay more than the maximum set forth in the MSA, per claim. Waiver of such termination rights shall not prevent future enforcement of the same.

8. Tax Consequences and Fiduciary Obligations. Water Authority acknowledges (1) that MASA shall not be liable for any tax consequences to Water Authority or to a Member that may result from the offer and/or provision of the Memberships described in this Agreement to Joint Customers; and (2) Water Authority is a fiduciary to its' Customers for the administrative

of all Customer Services provided hereunder. Nothing contained herein shall be construed to limit any rights. MASA is entitled to under applicable laws and MASA shall therefore maintain all such rights and remedies provided for under applicable laws.

9. Independent Contractor. MASA shall perform its obligations under the Agreement as an independent contractor and shall not be considered an agent, representative, or employee of Water Authority for any purposes whatsoever.

10. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas, without regard to conflict of law or choice of law principle of Texas or any other state. If legal action is necessary in connection with or to enforce rights under the Agreement, exclusive venue shall lie the state district courts of Tarrant County, Texas.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Agreement Effective Date.

MEDICAL AIR SERVICES ASSOCIATION, INC.

Signature: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Name: _____

Title: _____

Date: _____