



# EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, April 22, 2025 at 6:00 PM

213 North Race Street Everman, TX 76140

## AGENDA

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### 1. MEETING CALLED TO ORDER

### 2. INVOCATION

### 3. PLEDGE OF ALLEGIANCE

### 4. CONSENT AGENDA

#### A. Minutes

March 25, 2025 Regular Meeting

#### B. Financials

March 2025

### 5. PRESENTATIONS

### 6. CITIZEN'S COMMENTS

### 7. DELIBERATION AND DETERMINATION ON CASES

#### A. ZONING CASE

**A.** The Council will conduct a PUBLIC HEARING on Case #4360 a request for zoning change from A2 Single Family Residential to M1 Multi-family for the property located at 200 W. Enon Avenue.

*To achieve a timely and orderly meeting, the Council asks that the following rules and procedures be respected. Each case will be called in the sequence as listed on the agenda unless otherwise directed by the Mayor. All ensuing dialogue shall be directed to the Council only. After the staff presentation, the applicant and support will be given an opportunity to speak for 3 minutes each to present their case. Opposition may then speak for 3 minutes each. At the conclusion of the opposition, the applicant will be granted 3 minutes for rebuttal. Continuation beyond the speakers allotted time will be at the sole discretion of the Mayor. Those who are unable to speak today are encouraged to submit written comments. Following the official close of each case hearing, the council will remain in open session to deliberate and vote on the item in question. During that time, no further testimony or commentary will be allowed unless directed by the Mayor.*

**B.** Consider and take action on an ordinance amending the Comprehensive Zoning Ordinance and Map of the City of Everman, Texas for a parcel designated as Lot 13, Block 7 in the Town of Everman, Tarrant County, Texas, according to the Plat recorded in Volume 106, Page 126, Deed Records of Tarrant County, and being more commonly known as 200 W. Enon Avenue in the City of Everman from A-2 Single Family Residential (A-2) to M-1 Two-Family Residential (Duplex) (M-1); Providing a Savings Clause;

Providing a Penalty of Fine Not to Exceed the Sum of Two Thousand (\$2,000.00) Dollars for each Offense; and Providing an Effective Date.

## **8. DISCUSSION ITEMS**

- A.** Interlocal Agreement between the City of Everman and the Everman Community Development Corporation for personnel sharing and cost allocation
- B.** Monthly Staff Reports
  - 1. Fire Department
  - 2. Police Department
  - 3. Public Works Department
  - 4. Animal Services

## **9. CONSIDERATION AND POSSIBLE ACTION**

- A.** RESOLUTION NO. 2025-04-02 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.
- B.** RESOLUTION NO. 2025-04-03 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF CHIEF OF POLICE; AND PROVIDING AN EFFECTIVE DATE.
- C.** RESOLUTION NO. 2025-04-04 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AUTHORIZING THE CITY MANAGER AND ASSISTANT CITY MANAGER TO SERVE AS INTERIM CO-EXECUTIVE DIRECTORS FOR THE EVERMAN COMMUNITY DEVELOPMENT CORPORATION (ECDC) UNTIL A FINAL INTERLOCAL AGREEMENT IS APPROVED AND EXECUTED; PROVIDING FOR AN EFFECTIVE DATE.

## **10. EXECUTIVE SESSION**

- A.** Texas Government Code section 551.074 - Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Manager

## **11. CONSIDERATION AND POSSIBLE ACTION FROM EXECUTIVE SESSION**

## **12. CITY MANAGERS REPORT**

## **13. MAYOR'S REPORT**

## **14. ADJOURN**

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday April 18, 2025.

/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 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.

*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.*



# EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, March 25, 2025 at 6:00 PM  
213 North Race Street Everman, TX 76140

## MINUTES

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### 1. MEETING CALLED TO ORDER

Mayor Richardson called meeting to order at 6:03pm.

### 2. INVOCATION

### 3. PLEDGE OF ALLEGIANCE

### 4. CONSENT AGENDA

#### A. Minutes

February 11, 2025 Regular Meeting

February 25, 2025 Regular Meeting

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, Place 6 Davila,  
Mayor Richardson

Motion Carried.

#### B. Financials

February 2025

Motion made by Place 5 Sellers, Seconded by Place 6 Davila.

Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 5 Sellers, Place 6 Davila,  
Mayor Richardson

Motion Carried.

### 5. PRESENTATIONS

A. Proclamation - Child Abuse Awareness Month

B. Swearing In Ceremony - Everman Fire Department

### 6. CITIZEN'S COMMENTS

We had no citizens comments.

### 7. DISCUSSION ITEMS

A. Monthly Departmental Report

Police Department

Fire Department

Public Works

Code Compliance/Animal Services

Al Brroks presented the monthly activity summary for February 26-March 25th. This included the total dispatched calls which was 1385 calls for service. He went through the calls and the types of calls and what some of those calls resulted in. Traffic enforcement activities resulted in 66 citations and 37 warnings. He also updated some activities that were held at the school and the newest K-9, two-year old Belgian was introduced to the students.

Landon Whatley presented and reported calls for services from February 22-March 24th. This included the emergency incident, and incident by response type. He also updated the council on the staffing and at this time, Landon is happy to say that they are fully staffed at this time.

**B. Discussion and Deliberation of Garbage, Waste, and Recycling Services for the City of Everman**

Craig stated that they do not have an Ordinance just yet. They are working on the legal side of things with this Ordinance. He then went back over what council asked for Waste Connection to come back with as far as Scenario's and coming back with the senior citizens discount that the council has asked for. Abel Moreno at this time approached council. He wanted to present council with instead of a 5 -year agreement a 3-year agreement with take all and then handout 500 carts for free for a trial to the 500 citizens to get their feedback on the cart service. Abel will give 500 citizens carts every year of the 3-year agreement to see if he can get the city citizens to do the carts and it would be cheaper for the city. \$21.70... senior \$20.20. \$20.20 and \$18. for senior citizens. Council would like to keep the recycling and to go with option 1. The city will have some conversation with Waste Connection on how they will pick the first 500 to get the carts.

**C. Staff Report - Update on the Mayor's Youth Advisory Council**

Craig just wanted to update you with the initiative that they have come up with and that is a Community Reck Center. Grossman is going to come and meet with them to come up with a concept and present this to the council by the end of the school year. The goal is to get this on the Capital Improvement Plan for years to come. This will come to council by late May.

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

**A. Actions Concerning Appointments to Various Boards, Commissions, or Committees**

Motion made by Place 5 Sellers to table this item, Seconded by Place 6 Davila.

Voting Yea: Place 1 Sanders, Place 2 Renfro, Place 3 Allen, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

## **9. EXECUTIVE SESSION**

**A. Texas Government Code section 551.087 – Deliberation Regarding Economic Development Negotiations – to discuss or deliberate the offer of a financial or other incentive to a business prospect that the EEDC seeks to have locate, stay, or expand in or near the territory of the City and with which it is conducting economic development negotiations, to wit: Timberview Farmstead**

Mayor Richardson opened executive session at 6:57pm.

Mayor Richardson closed executive session at 7:27pm.

## 10. CONSIDERATION AND POSSIBLE ACTION FROM EXECUTIVE SESSION

No action taken after Executive Session.

## 11. CITY MANAGERS REPORT

Craig reported that we will be working together with Forest Hill for an Easter Egg Hunt. Once he gets the details, he will let council know. Also, he wanted to let them know we will get more new tables like the new ones that are here now. He also updated council about Mike Nicoletti and his retirement party. It was a very nice event, many came to share his special day with him. Craig also wanted to report that he is looking into implementing a city podcast. This is something that the Youth Mayor's council suggested, and Craig thinks that it is a great way to share with our community and get information out there. He hopes to have information about this by the next meeting with a presentation.

## 12. MAYOR'S REPORT

Mayor Richardson just wanted to report to council on how they need to be checking their email. There is information from Fort Worth that is be distributed and that needs to be on their radar.

## 13. ADJOURN

Mayor Richardson adjourned the meeting at 7:32pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday March 21, 2025.

/s/ Mindi Parks  
City Secretary

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- 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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**AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS  
ORDINANCE NO. 833**

**AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, MAP AND PLAN OF THE CITY OF EVERMAN, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A CHANGE IN ZONING FROM A-2 SINGLE FAMILY RESIDENTIAL (A-2) TO M-1 TWO-FAMILY RESIDENTIAL (DUPLEX)(M-1) FOR AN APPROXIMNATELY \_\_\_\_ ACRE PARCEL DESIGNATED AS LOT 13, BLOCK 7 IN THE TOWN OF EVERMAN, TARRANT COUNTY, TEXAS ACCORDING TO THE PLAT RECORDED IN VOLUME 106, PAGE 126, DEED RECORDS OF TARRANT COUNTY, TEXAS AND BEING MORE COMMONLY KNOWN AS 200 W. ENON AVENUE IN THE CITY OF EVERMAN, TARRANT COUNTY, TEXAS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING 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 Planning and Zoning Commission and the governing body of the City of Everman, Texas, in compliance with the laws of the State of Texas and pursuant to the Comprehensive Zoning Ordinance of the City of Everman, have given requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, and to all persons interested and situated in the affected area and in the vicinity thereof, the said governing body is of the opinion that zoning change should be approved, and in the exercise of legislative discretion have concluded that the Comprehensive Zoning Ordinance, Map and Plan should be amended.

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

**SECTION 1.** The Comprehensive Zoning Ordinance and Map and the Comprehensive Plan of the City of Everman, Texas, duly passed by the governing body of the City of Everman, Texas, as heretofore amended, be and the same are hereby amended by granting a change in zoning from A-2 Single Family Residential (A-2) to M-1 Two-Family Residential (Duplex) (M-1) for a parcel designated as Lot 13, Block 7 in the Town of Everman, Tarrant County, Texas according to the Plat recorded in Volume 106, Page 126, Dee Records of Tarrant County, Texas and being more commonly known as 200 W. Enon Avenue in the City of Everman, Tarrant County, Texas and being more particularly described and depicted in Exhibit “A,” attached hereto and incorporated herein by this reference (the “Property”).

**SECTION 2.** The development, construction, use, and maintenance of the Property shall be in compliance with all regulations for M-1 Two-Family Residential (Duplex) (M-1) District as codified in the Code of Ordinances.



**SECTION 3.** Should any sentence, paragraph, subdivision, clause, phrase or section 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 thereof other than the part so decided to be unconstitutional, illegal or invalid, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

**SECTION 4.** An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

**SECTION 5.** Any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Everman, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 6.** This ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law and charter in such cases provide.

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TARRANT COUNTY, TEXAS THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

\_\_\_\_\_  
**Ray Richardson, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Mindi Parks**  
**City Secretary**

\_\_\_\_\_  
**Victoria Thomas**  
**City Attorney**

EXHIBIT A  
Legal Description and/or Survey of the Property

4917-5605-7396, v. 1

## LOCATION

**Address:** [200 W ENON AVE](#)  
**City:** EVERMAN  
**Georeference:** 13215-7-13  
**Subdivision:** EVERMAN, CITY OF  
**Neighborhood Code:** M1M01A

**Latitude:** 32.6313189675  
**Longitude:** -97.283933723  
**TAD Map:** 2066-348  
**MAPSCO:** TAR-106K



Google Map or type unknown

This map, content, and location of property is provided by Google Services.

## PROPERTY DATA

**Legal Description:** EVERMAN, CITY OF Block 7 Lot 13

**Jurisdictions:**

CITY OF EVERMAN (009)  
TARRANT COUNTY (220)  
TARRANT COUNTY HOSPITAL (224)  
TARRANT COUNTY COLLEGE (225)  
EVERMAN ISD (904)

**State Code:** B

**Year Built:** 1965

**Personal Property Account:** N/A

**Agent:** None

**Notice Sent Date:** 4/15/2025

**Notice Value:** \$146,716

**Protest Deadline Date:** 5/15/2025

**Site Number:** 00882062

**Site Name:** EVERMAN, CITY OF-7-13

**Site Class:** B - Residential - Multifamily

**Parcels:** 1

**Approximate Size<sup>+++</sup>:** 1,662

**Percent Complete:** 100%

**Land Sqft<sup>\*</sup>:** 6,969

**Land Acres<sup>\*</sup>:** 0.1600

**Pool:** N

<sup>+++</sup> Rounded.

<sup>\*</sup> This represents one of a hierarchy of possible values ranked in the following order: Recorded, Computed, System, Calculated.

## OWNER INFORMATION

**Current Owner:**

SANDOVAL JORGE  
SANDOVAL ADOLFO

**Primary Owner Address:**

200 W ENON AVE  
FORT WORTH, TX 76140

**Deed Date:** 4/3/2024

**Deed Volume:**

**Deed Page:**

**Instrument:** [D224057442](#)

Previous Owners	Date	Instrument	Deed Volume	Deed Page
CORDERO BIOLA;CORDERO OSCAR	7/19/2004	<a href="#">D205055296</a>	0000000	0000000
HUSE BILLY W;HUSE OTA W	6/11/2003	0000000000000000	0000000	0000000
HUSE BILLY WAYNE;HUSE OTA L EST	9/28/1989	00097280002243	0009728	0002243
CORDERO BIOLA;CORDERO OSCAR	5/7/1986	00085390001904	0008539	0001904
O B HUSE	12/31/1900	0000000000000000	0000000	0000000

## VALUES

This information is intended for reference only and is subject to change. It may not accurately reflect the complete status of the account as actually carried in TAD's database. [Tarrant County Tax Office Account Information](#).

Year	Improvement Market	Land Market	Total Market	Total Appraised <sup>+</sup>
2025	\$104,898	\$41,818	\$146,716	\$146,716
2024	\$104,898	\$41,818	\$146,716	\$146,716
2023	\$107,009	\$41,818	\$148,827	\$148,827
2022	\$90,959	\$20,000	\$110,959	\$110,959
2021	\$92,718	\$20,000	\$112,718	\$112,718
2020	\$68,426	\$5,000	\$73,426	\$73,426

Pending indicates that the property record has not yet been completed for the indicated tax year.

+ Appraised value may be less than market value due to state-mandated limitations of value increases.

## EXEMPTIONS / SPECIAL APPRAISAL

There are no exemptions for this property

Per Texas Property Tax Code Section 25.027, this website does not include exemption information indicating that a property owner is 65 years of age or older for unauthorized individuals.



Permit #4360 created through portal

**From** City of Everman <wo@iworq.net>  
**Date** Wed 2/5/2025 6:34 PM  
**To** Racheal Dixon <rdixon@evermantx.net>; Edna Martinez <emartinez@evermantx.net>; Donna Strickland <dstrickland@evermantx.net>; Landon Whatley <lwhatley@evermantx.net>; Gilbert Ramirez <gramirez@evermantx.net>; Jared Quintero <jquintero@evermantx.net>; Abdiel Quintero <aquintero@evermantx.net>; Eliana Hale <ehale@evermantx.net>

**Permit #4360 was created through the contractor portal.**

**Permit was submitted for City of Everman.**

**Applicant Name:** Jorge Sandoval  
**Phone Number:** 6825219671  
**Applicant Address:** 1908 christopher dr  
**City, State, Zip:** Fort Worth,Tx 76140  
**Contact Email:** jorgesandoval741@yahoo.com  
**Owner Name:** Jorge Sandoval  
**Owner Phone Number:** 6825219671  
**Owner Address:** 1908 christopher dr  
**City, State, Zip:** Everman,Tx 76140  
**Owner Email:** jorgesandoval741@yahoo.com  
**Site Address:** 200 w. Enon st  
**Parcel ID:** 13215-7-13  
**Current Zoning:** A2-residential  
**Subdivision Name:** Block 7  
**Lot Number:** 13  
**Proposed Zoning:** M1-MultiFamily  
**Square Feet:** 1662  
**Class of Work:** Alteration  
**Reason:** Duplex  
**Ordinance:** Zoning  
**Description:** 200 w enon is a Duplex Zoned Residential  
**E:** Jorge Sandoval

**[Open Permit # 4360](#)**

**Click below to view file(s)**

- **[screenshot 5-2-2025 183346 www.google.com.jpeg](#)**

**You are receiving this email because you are marked in the list "Email Options - Permit Applications" in the Portal Setup Tab.**





## Zoning Change Request

02/20/2025

[INSERT ADDRESS HERE]  
Everman, TX 76140-0272

Subject Property: 200 W ENON AVE, Everman, TX 76140  
Parcel Number: 13215----7---13

Dear Knox Machine Company:

You are receiving this letter because your property is within 300 feet from the subject property listed above.

### PUBLIC NOTICE CITY OF EVERMAN ZONING COMMISSION PUBLIC HEARING

Meeting Date: Thursday March 20th, 2025 at 6:00p.m.  
City of Everman Civic Center  
213 N. Race St.  
Everman, Texas 76140

A Zoning Change has been requested for the property shown in the highlighted area on the map below. You are being notified because you are listed as the owner of property located within 300 feet of this request.

You are not required to attend this meeting. If you would like to express support of opposition for this request, you can sign up to speak at the Public Hearing or provide a written comment to the Planning & Zoning Commission.

For questions, to submit written comments, or register to speak, please e-mail: [dstrickland@evermantx.net](mailto:dstrickland@evermantx.net). Any member of the public who wishes to address the commission regarding an item on the agenda must sign up prior to the commencement of the meeting.

Case Address: 200 W. Enon Avenue  
Proposed Change: From A2 Single Family Residential to M1 Multi Family

Case Name: Jorge & Adolfo Sandoval

Should you have any questions or concerns please feel free to reach out to the city at (817) 293-2923.

Thank you.

*ss*

*ss*

*S*

**RECITALS:**

**Article II**  
**Executive Director and Related Support Services**

2.1 City of Everman agrees to allocate and provide a portion of the time and services of the City employees serving in the positions of City Manager and City Finance Director for service as Co-Executive Directors of the Everman Community Development Corporation, specifically to perform the duties set forth on the **Executive Director job description attached hereto and incorporated herein by this reference as Exhibit “A.”** In return, Everman Community Development Corporation agrees to pay to City the sum of \$30,000.00 per year for such services, to be paid through one or more administrative transfers from the account or fund of the ECDC to the general fund of the City. The administrative transfers shall be made by the City Finance Director, with notice of each such transfer being provided simultaneously to the ECDC Board Chairman.

2.2 City of Everman agrees to allocate and provide the following related support services to the Everman Community Development Corporation for the fees set forth below, said fees to be paid through one or more administrative transfers from the account or fund of the ECDC to the general fund of the City:

<u>Service</u>	<u>Payment Amount</u>
Secretarial support services	5% of the Base Salary of the City Secretary
Finance administrative support services	5% of Finance Admin.
Finance management software	5% of cost of Finance management software
Personnel management software	5% of Personnel management

The administrative transfers shall be made by the City Finance Director, with notice of each such transfer being provided simultaneously to the ECDC Board Chairman.

2.3 All payments herein shall be made from current revenues available to ECDC. City acknowledges that this Agreement is subject to annual appropriation by ECDC and ECDC agrees to use good faith efforts to secure through appropriations the funding agreed to for the services to be provided by City.

2.4 If ECDC fails to timely pay City under this Agreement, City may temporarily suspend provision of services in accordance with the terms of this Agreement until payment is received.

**IV.**  
**Records and Audit**

4.1 ECDC, at its expense, shall have the right to audit the records kept by City related to the matters set forth in this Agreement during the City’s regular business hours not earlier than five (5) days after delivery of notice to the City requesting such audit.



4.3 To the extent that exercise of the right of audit set forth in section 4.1 discloses otherwise confidential information, ECDC agrees to maintain the confidentiality of such information unless disclosure is otherwise required by law.

## V. Termination and Default

This Agreement may be terminated by either Party at any time by providing ninety (90) days' written notice of termination to the other Party. Notwithstanding notice of termination of this Agreement pursuant to this Section V, City shall continue providing the services set forth in Article II of this Agreement up to the date of termination set forth in such notice and ECDC will provide payment for those services provided prior to the termination date.

## VI. Miscellaneous.

6.1 **Force Majeure.** If the performance of any provision of this Agreement by either Party is delayed by reason of war, civil commotion, act of God, governmental restrictions, regulations or interferences, fire or other casualty, court injunction, or any circumstances which are reasonably beyond the control of the Party obligated or permitted under the terms of this Agreement to do or perform the same, regardless of whether any such circumstance is similar to any of those enumerated herein, the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the period of time applicable to such requirement shall be extended for a period of time equal to the period of time such Party was delayed.

6.2 **Contractual Relationship.** The relationship described in this Agreement between the Parties is contractual in nature and is not to be construed to create a partnership or joint venture or agency relationship among the Parties. Each party hereto is an independent governmental entity acting pursuant to the state laws and local ordinances regulating its conduct, and the execution of this Agreement shall not be deemed a waiver of the governmental, sovereign, or official immunity afforded by law to the Parties, either individually or collectively, and by execution of this Agreement the Parties make no representations regarding the validity of the actions taken by the other Party hereto.

6.3 **Complete Agreement.** This Agreement embodies the entire agreement of the Parties relating to the subject matter expressly set forth herein, supersedes all prior understandings and agreements regarding such subject matter, and may be amended, modified, or supplemented only by an instrument or instruments in writing executed by all the Parties.

6.4 **Captions.** The captions, headings, and arrangements used in this Agreement are for convenience only and shall not in any way affect, limit, amplify, or modify its terms and provision.

6.5 **Governing Law and Venue.** This Agreement and all agreements entered into in

connection with the transactions contemplated by this Agreement are, and will be, executed and delivered, and are intended to be performed in the County of Tarrant, State of Texas, and the laws of Texas shall govern the validity, construction, enforcement, and interpretation of this Agreement. In the event of litigation between the Parties hereto, their successors or assigns, regarding this Agreement and any subsequent supplementary agreements or amendments, venue shall lie exclusively in Tarrant County, Texas.

6.6 **Severability.** In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision(s) hereof, and this Agreement shall be revised so as to cure such invalid, illegal or unenforceable provision(s) to carry out as near as possible the original intent of the Parties.

6.7 **Further Assurances.** Each Party agree to perform any further acts and to sign and deliver any further documents that may be reasonably necessary to carry out the provisions of this Agreement.

6.8 **Notice.** Whenever this Agreement requires or permits any consent, approval, notice, request, proposal, or demand from one Party to another, the content, approval, notice, request, proposal, or demand must be in writing to be effective and shall be delivered to the Party intended to receive it at the address(es) shown below:

**If to ECDC:**

Everman Community Development Corp.  
Attn: Executive Director  
212 N. Race Street  
Everman, TX 76140

**If to City**

City of Everman  
Attn: City Manager  
212 N. Race Street  
Everman, TX 76140

6.9 **Effective Date.** This Agreement shall be binding on the Parties when first signed by the authorized representatives of each Party.

6.10 **Counterparts.** This Agreement may be signed in multiple counterparts, each of which shall be deemed an original instrument, and all of which shall be deemed to constitute one and the same instrument.

6.11 **Recitals.** The recitals to this Agreement constitute a part of this Agreement.

*(Signature page to follow)*

Signed and Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**Everman Community Development Corporation**

By: \_\_\_\_\_  
Susan Helgesen, Co-Executive Director

Signed and Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**City of Everman, Texas**

By: \_\_\_\_\_  
Craig Spencer, City Manager

**ATTEST:**

\_\_\_\_\_  
Mindi Parks, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Victoria Thomas, City Attorney

**Exhibit A**  
**ECDC Executive Director Job Description**  
**[to be attached]**

4906-2009-1443, v. 1

DRAFT



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 8, ItemA.

Title:	<b>Co-Executive Director - ECDC</b>	FLSA Status:	Contract
Department:	Everman Community Development Corporation	Essential Status:	Contract
Division:		Pay Grade:	Contract
Reports to:	ECDC Board of Directors		

### **BRIEF DESCRIPTION:**

Under a contractual arrangement established by Interlocal Agreement between the City of Everman and the Everman Community Development Corporation (ECDC), the City Manager and Assistant City Manager shall jointly serve as Co-Executive Directors of the Corporation. This leadership structure ensures consistent, professional oversight of the Corporation's operations while promoting alignment with the City's strategic priorities. The Co-Executive Directors are responsible for supporting the ECDC Board, managing economic development initiatives, and advancing projects that enhance Everman's economic vitality and community well-being.

### **ORGANIZATIONAL RELATIONSHIPS:**

1. Reports to: ECDC Board of Directors
2. Directs:
3. Other: Will work with all public safety personnel, city employees, and general public. Will also coordinate with chief administrative and command level officers of various other public safety entities.

### **GENERAL STATEMENT:**

This position is a critical, executive level position. This position shall supervise and direct all within the ECDC in all phases of operations of services.

### **ESSENTIAL FUNCTIONS AND JOB RESPONSIBILITIES:**

Under the direction of the ECDC Board of Directors and in coordination with City leadership, the Co-Executive Directors shall:

- Provide strategic leadership and administrative support for the ECDC's operations, programs, and initiatives.
- Coordinate and execute the Corporation's Strategic Plan, marketing campaigns, and capital project priorities.
- Serve as liaisons to the business community, development partners, regional economic organizations, and public stakeholders.
- Prepare and manage Board meeting agendas, minutes, financial reports, and annual performance metrics.
- Oversee the preparation of budgets, audits, and expenditure tracking in collaboration with the City's Finance Department.
- Monitor compliance with applicable state laws governing Type B Corporations, including provisions of the Texas Local Government Code.
- Lead public outreach and communication efforts on behalf of the ECDC, including participation in community forums and regional initiatives.



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 8, Item A.

- Ensure seamless coordination between ECDC programs and related City departments, including Planning, Finance, and Public Works.

### QUALIFICATIONS

This contractual assignment is fulfilled by individuals currently holding the following positions:

- City Manager, City of Everman
  - Assistant City Manager, City of Everman
- Collectively, these individuals bring:
- Extensive experience in municipal administration, economic development, capital project management, and intergovernmental relations.
  - Knowledge of economic development strategies, funding mechanisms, and regulatory compliance requirements under Texas law.
  - Demonstrated success in stakeholder engagement, strategic planning, and public-private partnership facilitation.

### TERMS AND CONDITIONS

- This assignment is governed by the terms of a formal Interlocal Agreement between the City of Everman and the ECDC.
- The Co-Executive Directors shall serve at the discretion of the ECDC Board and in accordance with the provisions set forth in the agreement.
- Compensation for services rendered shall be addressed within the Interlocal Agreement, including any cost-sharing, reimbursement, or administrative overhead between the City and the ECDC.

### SIGNATURE – REVIEW & COMMENTS:

The above statements describe the general nature and level of work being performed as of the date of preparation and approval. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of the position. Employees holding this position will be required to perform any other job-related duties as requested by management. The job description does not constitute an employment agreement between the employer and employee, and all requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

I have reviewed this job description and received a copy.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

Co-Executive Director ECDC

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CITY OF EVERMAN, TEXAS  
RESOLUTION NO. 2025-04-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS,  
APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF CITY  
MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Everman, Texas recognizes the importance of maintaining accurate, current, and comprehensive job descriptions for all key leadership positions within the organization; and

WHEREAS, the position of City Manager is critical to the effective administration and day-to-day operations of the City, requiring a job description that accurately reflects the duties, responsibilities, qualifications, and expectations of the role; and

WHEREAS, the City Council has reviewed the updated job description for the City Manager position, as recommended by the Mayor and/or current City Manager, to better align with the City’s organizational needs, strategic priorities, and evolving governance practices; and

WHEREAS, the updated job description includes revisions to clarify leadership expectations, separates the roles of City Manager and Chief of Police, and is consistent with best practices in municipal administration;

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

**SECTION 1.** The updated job description for the position of City Manager, attached hereto as Exhibit A, is hereby approved and adopted.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption.

**DULY RESOLVED AND ADOPTED ON THIS THE \_\_\_\_ DAY OF FEBRUARY 2025, BY  
THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS.**

**APPROVED:**

\_\_\_\_\_  
Ray Richardson, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Mindi Parks, City Secretary**

\_\_\_\_\_  
**Victoria Thomas, City Attorney**



**EXHIBIT A**  
**TCOLE Training Provider Contract**

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4883-4107-9275, v. 1



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item A.

Title:	<b>City Manager</b>	FLSA Status:	Exempt
Department:	City Administration	Essential Status:	Essential
Division:	All	Pay Grade:	Contract
Reports to:	Mayor & Council		

### **BRIEF DESCRIPTION:**

The City Manager serves as the chief executive officer of the City, responsible for providing executive leadership, strategic direction, and oversight of all municipal operations. Appointed by and accountable to the City Council, the City Manager implements Council policies, manages day-to-day operations, and ensures high-quality public services that meet the needs of residents, businesses, and visitors. This role requires a collaborative, innovative, and ethical leader committed to transparency, fiscal responsibility, and community well-being. The City Manager also serves as the Emergency Management Coordinator for the City of Everman and is responsible for developing, coordinating, and implementing emergency preparedness, response, recovery, and mitigation plans for the City. This role ensures that the City is prepared for natural disasters, large-scale emergencies, public health threats, and other critical incidents.

### **ORGANIZATIONAL RELATIONSHIPS:**

1. Reports to: Mayor & Council
2. Directs: Directors of Departments and all city employees
3. Other: Will work with all public safety personnel, city employees, and general public. Will also coordinate with chief administrative and command level officers of various other public safety entities.

### **GENERAL STATEMENT:**

This position is a critical, executive level position. This position shall supervise and direct all within the City of Everman in all phases of operations of services.

### **ESSENTIAL FUNCTIONS AND JOB RESPONSIBILITIES:**

- Provide administrative leadership and direction for all departments and city personnel.
- Implement policies, ordinances, and directives established by the City Council.
- Oversee the preparation and administration of the city budget; ensure fiscal responsibility and sound financial planning.
- Monitor operational effectiveness and ensure delivery of quality municipal services.
- Hire, supervise, and evaluate department heads and senior staff; foster a culture of professionalism, performance, and accountability.
- Serve as liaison between the City Council, city staff, and the community; ensure open lines of communication and responsive service delivery.
- Lead and support long-range planning, economic development initiatives, infrastructure improvement, and public safety efforts.



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item A.

- Prepare regular reports and recommendations for the Council on city operations, emerging issues, and strategic priorities.
- Facilitate intergovernmental relations and represent the City in regional and state partnerships.
- Coordinate city-wide emergency preparedness training, drills, and exercises for employees, first responders, and partner agencies.
- Serve as the primary liaison to county, state, and federal emergency management agencies.
- Lead the Emergency Operations Center (EOC) during activations and ensure continuity of government and essential services.
- Identify vulnerabilities and propose solutions to enhance community resilience and disaster response capabilities.
- Develop and manage public education and outreach initiatives on emergency preparedness and disaster safety.
- Coordinate emergency notifications and communication strategies, including use of alert systems and social media during crises.
- Monitor threats, weather events, and emerging risks to ensure timely situational awareness and response readiness.
- Seek, apply for, and manage emergency management grants and funding opportunities.
- Maintain compliance with federal and state laws, including FEMA, DHS, and State Emergency Management requirements.
- Ensure legal compliance with local, state, and federal regulations and statutes. Ensure any and all responsibilities, as directed by the City of Everman and Tarrant County Emergency Operations Plan, are carried out effectively in accordance with all local, county, regional, state and federal mandates. Comply with all National Incident Management System (NIMS) training guidelines.
- Initiates and monitors employee training, license, continuing education, renewals as required by city, state, federal, or other appropriate authority.
- Regular and timely attendance
- Performs related duties as assigned.

### **LEADERSHIP QUALITIES AND COMPETENCIES:**

- Visionary, strategic thinker with strong problem-solving skills.
- Collaborative leadership style that encourages input, innovation, and inclusive decision-making.
- Strong financial acumen and experience managing complex budgets and capital projects.
- Excellent communicator with proven ability to engage a diverse set of stakeholders including elected officials, staff, community members, and external partners.
- Commitment to transparency, ethical conduct, and public service.

### **REQUIRED EDUCATION, TRAINING & EXPERIENCE:**



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item A.

- Bachelor's degree in Public Administration, Political Science, Business Administration, or a related field (Master's degree in Public Administration or related field preferred).
- Minimum of 5-10 years of increasingly responsible experience in local government management, with at least 3 years in an executive or senior leadership role.
- Strong understanding of municipal operations, budgeting, and governance.
- Demonstrated success in building effective teams and working relationships with elected officials and the public.

### **DESIRED EDUCATION, TRAINING & EXPERIENCE:**

- Texas Certified Public Manager Certification or similar
- 5 years or more of experience in public safety (police, fire, or E.M.S.).
- Bi-lingual

### **ENVIRONMENTAL FACTORS & CONDITIONS/PHYSICAL REQUIREMENTS:**

- The position requires both office-based work and field presence during emergency responses and training exercises.
- Must be able to work extended hours, including evenings, weekends, and holidays, as needed.
- Physical ability to perform law enforcement tasks when required.
- May be subject to repetitive motion such as typing, data entry and vision to monitor.
- May be subject to exposure to extreme weather conditions.

### **SIGNATURE – REVIEW & COMMENTS:**

The above statements describe the general nature and level of work being performed as of the date of preparation and approval. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of the position. Employees holding this position will be required to perform any other job-related duties as requested by management. The job description does not constitute an employment agreement between the employer and employee, and all requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

I have reviewed this job description and received a copy.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

**CITY OF EVERMAN, TEXAS**  
**RESOLUTION NO. 2025-04-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS,  
APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF CHIEF OF  
POLICE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Everman is committed to ensuring its job descriptions accurately reflect the essential functions, responsibilities, and qualifications of each position in order to support effective personnel management and organizational performance; and

WHEREAS, the position of Chief of Police is vital to the safety, well-being, and public trust of the Everman community, and requires clearly defined duties that align with contemporary law enforcement standards and community expectations; and

WHEREAS, the City Manager has recommended, and the City Council has reviewed, an updated job description for the Chief of Police position that reflects current operational needs, leadership expectations, and strategic priorities of the City; and

WHEREAS, the City Council finds it in the best interest of the City to formally adopt the updated job description to enhance transparency, accountability, and professional standards within the Everman Police Department;

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

**SECTION 1.** The updated job description for the position of City Manager, attached hereto as Exhibit A, is hereby approved and adopted.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption.

**DULY RESOLVED AND ADOPTED ON THIS THE \_\_\_\_ DAY OF FEBRUARY 2025, BY  
THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS.**

**APPROVED:**

\_\_\_\_\_  
**Ray Richardson, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

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**Mindi Parks, City Secretary**

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**Victoria Thomas, City Attorney**

**EXHIBIT A**  
**TCOLE Training Provider Contract**

4883-4107-9275, v. 1



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item B.

Title:	<b>Chief of Police</b>	FLSA Status:	Exempt
Department:	Police	Essential Status:	Essential
Division:	All	Pay Grade:	L
Reports to:	City Manager		

### **BRIEF DESCRIPTION:**

The Chief of Police serves as the chief executive officer of the Police Department, responsible for leading, planning, directing, and coordinating all operations and activities of the department to ensure the safety and security of the community. The Chief provides strategic direction, oversees enforcement of laws and ordinances, and promotes public trust through community policing and transparent leadership.

### **ORGANIZATIONAL RELATIONSHIPS:**

1. Reports to: City Manager
2. Directs: Police Personnel
3. Other: Will work with all public safety personnel, city employees, and general public. Will also coordinate with chief administrative and command level officers of various other public safety entities.

### **GENERAL STATEMENT:**

This position is a critical, management level position within the police department. This position shall supervise and direct all within the Everman Police Department in all phases of operations of services.

### **ESSENTIAL FUNCTIONS AND JOB RESPONSIBILITIES:**

- Provide visionary leadership and overall management of the Police Department.
- Develop and implement departmental goals, objectives, policies, and procedures.
- Ensure enforcement of all local, state, and federal laws within the jurisdiction.
- Plan and direct police services including patrol, investigations, traffic control, emergency response, and crime prevention.
- Lead, mentor, and evaluate the performance of officers and staff; oversee recruitment, hiring, training, and discipline.
- Develop and administer the department's budget; monitor expenditures and seek grants or funding opportunities.
- Foster a culture of professionalism, accountability, and ethical conduct.
- Build positive relationships with residents, businesses, community leaders, and public agencies.
- Represent the department at public meetings, city council sessions, and community events.
- Develop and maintain mutual aid agreements with other law enforcement agencies.
- Ensure compliance with best practices, accreditation standards, and legal requirements.





## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item B.

- Prepare reports, make presentations, and keep city leadership informed on public safety trends and concerns. Effectively and courteously communicate with the public and employees, in person, on the telephone, and in writing.
- Communicate on a proactive basis to resolve citizen complaints as they arise.
- Ensure any and all responsibilities, as directed by the City of Everman and Tarrant County Emergency Operations Plan, are carried out effectively in accordance with all local, county, regional, state and federal mandates. Comply with all National Incident Management System (NIMS) training guidelines.
- Initiates and monitors employee training, license, continuing education, renewals as required by city, state, federal, or other appropriate authority.
- Regular and timely attendance
- Performs related duties as assigned.

### **REQUIRED EDUCATION, TRAINING & EXPERIENCE:**

- Minimum of 10 years of progressively responsible law enforcement experience, including at least 5 years in a command or supervisory role.
- Certification as a Master Peace Officer by the Texas Commission on Law Enforcement
- Strong understanding of law enforcement operations, modern policing practices, and community engagement.
- Excellent communication, leadership, and decision-making skills.
- Ability to manage sensitive issues with discretion and sound judgment.

### **DESIRED EDUCATION, TRAINING & EXPERIENCE:**

- Associates degree or higher
- Bi-lingual

### **ENVIRONMENTAL FACTORS & CONDITIONS/PHYSICAL REQUIREMENTS:**

- The position requires both office-based work and field presence during emergency responses and training exercises.
- Must be able to work extended hours, including evenings, weekends, and holidays, as needed.
- Physical ability to perform law enforcement tasks when required.
- May be subject to repetitive motion such as typing, data entry and vision to monitor.
- May be subject to exposure to extreme weather conditions.

### **SIGNATURE – REVIEW & COMMENTS:**

The above statements describe the general nature and level of work being performed as of the date of preparation and approval. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of the position. Employees holding this position will be required to perform any other

Chief of Police

2



## JOB DESCRIPTION

Effective Date: \_\_\_\_\_



Section 9, Item B.

job-related duties as requested by management. The job description does not constitute an employment agreement between the employer and employee, and all requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

I have reviewed this job description and received a copy.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

**CITY OF EVERMAN, TEXAS****RESOLUTION NO. 2025-04-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AUTHORIZING THE CITY MANAGER AND ASSISTANT CITY MANAGER TO SERVE AS INTERIM CO-EXECUTIVE DIRECTORS FOR THE EVERMAN COMMUNITY DEVELOPMENT CORPORATION (ECDC) UNTIL A FINAL INTERLOCAL AGREEMENT IS APPROVED AND EXECUTED; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Everman Community Development Corporation ("ECDC") is a Type B economic development corporation created in accordance with Chapter 505 of the Texas Local Government Code, and is committed to promoting economic growth and quality of life initiatives within the City of Everman; and

WHEREAS, the City of Everman and the ECDC are in the process of negotiating a formal Interlocal Agreement to define administrative roles, responsibilities, and coordination of services; and

WHEREAS, to ensure continuity of operations and support for ECDC functions during this transition, the City Council finds it necessary to authorize interim executive leadership for the Corporation; and

WHEREAS, the City Council desires to authorize the ECDC to appoint the City Manager and Assistant City Manager to serve as Co-Executive Directors of the ECDC, with such designation remaining in effect until a final Interlocal Agreement is formally approved and executed by both parties.

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

**SECTION 1.** The City Council hereby authorizes the City Manager and Assistant City Manager to serve as **Co-Executive Directors** of the Everman Community Development Corporation.

**SECTION 2.** This designation shall remain in effect until such time that a final Interlocal Agreement between the City of Everman and the ECDC is approved and executed by both parties.

**SECTION 3.** The City Council further authorizes the City Manager to coordinate with the ECDC Board of Directors and legal counsel to develop and negotiate the terms of the Interlocal Agreement for future approval.

**SECTION 4.** This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED ON THIS THE \_\_\_\_ DAY OF APRIL 2025, BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS.

APPROVED:

\_\_\_\_\_  
Ray Richardson, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Mindi Parks, City Secretary

\_\_\_\_\_  
Victoria Thomas, City Attorney

**EXHIBIT A**  
**TCOLE Training Provider Contract**

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4883-4107-9275, v. 1