



**EVERMAN  
CITY COUNCIL  
REGULAR MEETING/BUDGET WORKSHOP  
AGENDA  
Tuesday, August 10, 2021  
At 6:30pm.**

There will be a Regular Meeting/Budget Workshop held by the Everman City Council on Tuesday, August 10, 2021 at 6:30pm, at 212 North Race Street with the following agenda:

- 1. Meeting called to order.**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Consent Agenda**
  - A. Financial Reports**
    1. July 2021
- 5. Citizen's comments\*\***
- 6. Discussion Items:**
  - 1.
- 7. New Business**
  1. Approve Resolution #2021-08-01 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2021 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL. – **21157**
  2. Approve the appointment of Susanne Helgesen as the Assistant and Acting City Manager in accordance with the City of Everman Home Rule Charter Section 5.02 – **21152**
  3. Approve the City of Everman Mental Health Leave Policy as proposed by Human Resources – **21153**
  4. Approve the City of Everman Public Information Policy as proposed by the City Secretary – **21154**
  5. Approve the City of Everman Credit Card Policy as proposed by the Finance Director – **21155**
  6. Consideration of a Street Name within the new Hanna Ranch HOA Development – **21156**
  7. Approve Job Description for the position of Director of Economic Development – **21159**
  8. Budget Workshop – Final Review
- 5. City Managers Report- Craig Spencer**
- 6. Mayor’s Report: Mayor Ray Richardson**

## 7. 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 August 6, 2021.



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Mindi Parks  
City Secretary

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

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

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

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

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

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



## Everman City Council Agenda Request

**Agenda Tracking Number** 21157

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Approve Resolution #2021-08-01 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE ("ACSC") AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY'S 2021 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC'S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC'S LEGAL COUNSEL.

**What date would you like to have this item added:** Tuesday, August 10, 2021

**RECOMMENDATION:**

It is recommended that the Everman City Council adopt the attached resolution.

**DISCUSSION:**

Please see the attached staff report.

**ATTACHMENTS:**



2019 FAQs RE ATMOS RRM.pdf



2021 Atmos Mid-Tex RRM Settlement Resolu...



Staff Report.pdf

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**Submitted for City Manager's Office by:** Lloyd Gosselink

**Originating Department:** ASCS Attorney

**Originating Department Head:** C. W. Spencer



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21152

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Approve the appointment of Susanne Helgesen as the Assistant and Acting City Manager in accordance with the City of Everman Home Rule Charter Section 5.02

**What date would you like to have this item added:** Tuesday, August 10, 2021

**RECOMMENDATION:**

It is recommended that the Everman City Council approve this appointment

**DISCUSSION:**

Please see the attached Letter of Designation

**ATTACHMENTS:**



Letter of Designation.pdf

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**Submitted for City Manager's Office by:** C. W. Spencer

**Originating Department:** City Manager's Office

**Originating Department Head:** C. W. Spencer



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21153

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Approved the City of Everman Mental Health Leave Policy as proposed by Human Resources

**What date would you like to have this item added:**

Tuesday, August 10, 2021

**RECOMMENDATION:**

It is recommended that the Everman City Council approve the Mental Health Leave Policy as proposed by Human Resources.

**DISCUSSION:**

Legislative changes have required municipalities to adopt a Mental Health Leave Policy prior to September 1st, 2021, that affords this benefit specifically to Police Officers. Human Resources Director has drafted a policy that meets this guidelines. It is my recommendation that this policy be extended to cover all first responders, not just Police Officers. The attached policy, if approved by council, will cover all first responder personnel for the City of Everman.

**ATTACHMENTS:**



Mental Health Leave.pdf

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**Submitted for City Manager's Office by:**

Jennifer Nateros

**Originating Department:**

Human Resources Director

**Originating Department Head:**

Jennifer Nateros



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21154

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Approve the City of Everman Public Information Policy as proposed by the City Secretary

**What date would you like to have this item added:**

Tuesday, August 10, 2021

**RECOMMENDATION:**

It is recommended that the Everman City Council approve the attached policy.

**DISCUSSION:**

Currently, the City of Everman does not have a policy or procedure related to public information requests. It is recommended that the City of Everman adopt a policy/procedure for such requests. The attached policy come recommended by the City Attorney.

**ATTACHMENTS:**



Public Information Policy.pdf

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**Submitted for City Manager's Office by:**

Mindi Parks

**Originating Department:**

City Secretary

**Originating Department Head:**

Mindi Parks



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21155

**TYPE:**

Consideration and Possible Action

**SUBJECT:** Approved the City of Everman Credit Card Policy as proposed by the Finance Director

**What date would you like to have this item added:** Tuesday, August 10, 2021

**RECOMMENDATION:**

It is recommended that the Everman City Council approve the attached policy

**DISCUSSION:**

Currently, the City of Everman does not have a policy that is specific to the issuance and usage of a city credit card. This is a draft policy for the City Council to review and consider. If this policy is approved as an independent policy, it will be incorporated into future personnel/finance policies.

**ATTACHMENTS:**



DRAFT - Credit Card Policy.pdf

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**Submitted for City Manager's Office by:** Susanne Helgesen

**Originating Department:** Finance Director

**Originating Department Head:** Susanne Helgesen



Thursday, August 5, 2021



## Everman City Council Agenda Request

**Agenda Tracking Number** 21156

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Consideration of Street Name within the new Hanna Ranch HOA Development

**What date would you like to have this item added:**

Tuesday, August 10, 2021

**RECOMMENDATION:**

No recommendation at this time

**DISCUSSION:**

City Council is being asked to deliberate on an appropriate name for a new street that is being constructed within the Hanna Ranch HOA Development.

Motion needs to state, "I make a motion that we name the new available street within the Hanna Ranch HOA Development \_\_\_\_\_"

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**Submitted for City Manager's Office by:**

C. W. Spencer

**Originating Department:**

City Manager

**Originating Department Head:**

C. W. Spencer



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21159

**TYPE:**

Consideration and Possible Action

**SUBJECT:**

Approve Job Description for the position of Director of Economic Development

**What date would you like to have this item added:**

Tuesday, August 10, 2021

**DISCUSSION:**

In accordance with guidance received from City Council, attached is an updated proposed job description for the position of Director of Economic Development.

**ATTACHMENTS:**



Economic Development Director (Draft).pdf

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**Submitted for City Manager's Office by:**

C. W. Spencer

**Originating Department:**

City Manager

**Originating Department Head:**

C. W. Spencer



Thursday, August 5, 2021

## Everman City Council Agenda Request

**Agenda Tracking Number** 21158

**TYPE:** Discussion

**SUBJECT:** Budget Workshop - Final Review

**What date would you like to have this item added:** Tuesday, August 10, 2021

**RECOMMENDATION:**

No Action Required

**DISCUSSION:**

This workshop will consists of a final review of budget documents and will provide City Council with an opportunity to address any concerns or questions prior to the final draft being produced.

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**Submitted for City Manager's Office by:** C. W. Spencer

**Originating Department:** City Manager

**Originating Department Head:** C. W. Spencer