



# CITY OF MANSFIELD

1200 E. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## Meeting Minutes - Draft

### City Council

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Monday, July 13, 2020

2:00 PM

Council Chambers

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#### REGULAR MEETING

#### 2:00 P.M. - CALL MEETING TO ORDER

*Mayor Cook called the meeting to order at 2:06 p.m.*

*Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.*

**Present** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

#### WORK SESSION

Presentations to City Council by Insurance Brokers

*Interim City Manager Joe Smolinski made brief comments. USI Southwest Regional Vice President Glenn Shooner gave a brief overview of the company. He turned it over to Bill Hester to discuss the company's employees and pointed out the employees the city would be working with should they be chosen as the Insurance Broker of Record. Mr. Shooner discussed claim risks, fixed costs, funding model, term liability and pharmacy negotiations. He turned it over to representative Jeff Farmer who discussed changes to the retiree plan and employee plan design. Representatives answered Council questions. There was discussion regarding changing to a new plan year. Director of Human Resources Shelley Everhart answered Council questions.*

*McGriff Insurance Services representative Scot Gibbs gave a brief overview of the company. He compared Mansfield's plan to other cities plans and gave examples of possible plan options. Mr. Gibbs discussed other savings opportunities for the city as well as the brokerage services his company would provide. Mr. Gibbs answered Council questions. Shelley explained the employee wellness program.*

*Marsh and McLennan Company representative Fred Pecina gave a brief overview of the company and the services they provide. He explained in detail a financial report created for the city to include the city's current insurance usage. Mr. Pecina discussed the current insurance plan design and potential new plans. He turned it over to representative Kevin Sharples. Mr. Sharples discussed compliance audits and digital solutions to advance the employee benefits program. Representative answered Council questions.*

*Mayor Cook recessed the meeting at 4:29 p.m. for a break. Mayor Cook reconvened into regular business session at 4:40 p.m.*

### Downtown Development Strategies Update

*Deputy City Manager Shelly Lanners gave a brief overview of the downtown development strategies process. She turned it over to Halff Associates representative Matt Buchinn. Mr. Buchinn discussed the plan process. He touched on the purpose and vision of the downtown area. He discussed in detail the development strategies and the implementation components. Representative Kendall Howard discussed in detail the regulatory strategies, public space improvements, circulation and connectivity, and parking strategies. Representative Joseph Cahoon discussed the market activation strategies. Representative Thomas Simpson discussed future development values and the impact it would have on the downtown area. Ms. Howard spoke about implementation considerations to include timing, partners, relative cost and relative impact. Mr. Buchinn discussed the regulatory strategies in detail. Shelly answered Council questions. Director of Public Works Bart VanAmburgh answered Council questions regarding downtown driving lanes. Council Member Newsom, chair of the downtown sub-committee, made brief comments. Council asked Halff Associates representatives to meet with city staff and come back with recommendations on what the next steps are and how to proceed.*

### Follow-up Discussion Regarding Procedural Rules of Council

*Joe Smolinski made brief comments. City Attorney Allen Taylor answered Council questions. There was discussion regarding adding a section to 1.02 (F). Council asked that a section be added to provide for a Council orientation/onboarding. There was discussion regarding the appointment of the Municipal Court Judge and Council consensus to reappoint that position in July of odd numbered years. There was Council consensus to change section 1.05 (D) from 4 members of Council to 3. Staff was asked to place this item on the next agenda.*

### **RECESS INTO EXECUTIVE SESSION**

*In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 6:21 p.m. Mayor Cook called the executive session to order in the Council Conference Room at 6:26 p.m. Mayor Cook adjourned executive session at 7:17 p.m.*

### **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding City Owned Public/Private Partnership Agreements

### **Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**

### **Personnel Matters Pursuant to Section 551.074**

Review and Discuss City Manager Applications

**Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087**

**7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**

*Mayor Cook reconvened into regular business session at 7:23 p.m.*

**INVOCATION**

*Mayor Pro Tem Short gave the Invocation.*

**PLEDGE OF ALLEGIANCE**

*Council Member Moore led the Pledge of Allegiance.*

**TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

*Council Member Newsom led the Texas Pledge.*

**CITIZEN COMMENTS**

*There were no citizen comments.*

**COUNCIL ANNOUNCEMENTS**

*Council Member Leyman had no announcements.*

*Mayor Pro Tem Short had no announcements.*

*Council Member Lewis had no announcements.*

*Council Member Moore had no announcements.*

*Council Member Newsom had no announcements.*

*Council Member Broseh made comments regarding a call he received a phone call from retired Fire Marshal Clay Cawood.*

*Mayor Cook had no announcements.*

**SUB-COMMITTEE REPORTS**

Public Memorials Sub-Committee Meeting Update - June 25, 2020 and July 7, 2020 (Terry Moore, Chair; Larry Broseh; Mike Leyman)

*Council Member Moore gave a brief update of the discussions held during the previous two Public Memorials Sub-Committee meetings. He advised the sub-committee has been and will continue to work on establishing a Foundation for a Veterans Memorial.*

[20-3619](#)

Minutes - Approval of the June 25, 2020 Public Memorials Sub-Committee Meeting Minutes (vote will be only by the members of the sub-committee)

**A motion was made by Council Member Moore to approve the minutes of the June 25, 2020 Public Memorials Sub-Committee Meeting as presented. Seconded by Council Member Leyman. The motion CARRIED by the following vote:**

**Aye:** 3 - Larry Broseh; Terry Moore and Mike Leyman

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 4 - Brent Newsom; Julie Short; Casey Lewis and David Cook

[20-3625](#)

Minutes - Approval of the July 7, 2020 Public Memorials Sub-Committee Meeting Minutes (vote will be only by the members of the sub-committee)

**A motion was made by Council Member Moore to approve the minutes of the July 7, 2020 Public Memorials Sub-Committee Meeting as presented. Seconded by Council Member Leyman. The motion CARRIED by the following vote:**

**Aye:** 3 - Larry Broseh; Terry Moore and Mike Leyman

**Nay:** 0

**Abstain:** 0

**Non-Voting:** 4 - Brent Newsom; Julie Short; Casey Lewis and David Cook

## **STAFF COMMENTS**

### **City Manager Report or Authorized Representative**

Current/Future Agenda Items

*Director of Planning Matt Jones provided a brief update on the Downtown Parklet Program and answered Council questions.*

Quarterly Reports: Mansfield Economic Development Corporation, Mansfield Park Facilities Development Corporation, Planning and Zoning Commission, Public Works, Code Enforcement, Communications and Marketing, Library, Mansfield Convention and Visitors Bureau

*There was no discussion regarding quarterly reports.*

**TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION**

A motion was made by Mayor Pro Tem Short to appoint USI as the broker of record for employee benefits. Seconded by Council Member Moore. The motion CARRIED by the following vote:

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

**CONSENT AGENDA****ITEMS TO BE REMOVED FROM THE CONSENT AGENDA****[20-3624](#)**

Approval of the Closure Plan for the Law Enforcement Center Employees

A motion was made by Council Member Newsom to approve this agenda item. Seconded by Council Member Broseh. The motion CARRIED by the following vote:

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

**[20-3620](#)**

Minutes - Approval of the June 15, 2020 Special City Council Meeting Minutes

A motion was made by Council Member Newsom to approve the minutes of the June 15, 2020 Special City Council Meeting as presented. Seconded by Council Member Broseh. The motion CARRIED by the following vote:

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

**[20-3621](#)**

Minutes - Approval of the June 29, 2020 Regular City Council Meeting Minutes

A motion was made by Council Member Newsom to approve the minutes of the June 29, Regular City Council Meeting as presented. Seconded by Council Member Broseh. The motion CARRIED by the following vote:

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

[20-3622](#)

Minutes - Approval of the July 6, 2020 Special City Council Meeting Minutes

**A motion was made by Council Member Newsom to approve the minutes of the July 6, 2020 Special City Council Meeting as presented. Seconded by Council Member Broseh. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

### **END OF CONSENT AGENDA**

### **PUBLIC HEARING AND RESOLUTION**

[20-3599](#)

Public Hearing and Resolution - A Resolution of the City of Mansfield, Texas Approving a Policy Statement for Tax Abatement

*Director of Economic Development Richard Nevins made brief comments. Mayor Cook opened the public hearing at 7:33 p.m. With no one wishing to speak, Mayor Cook closed the public hearing at 7:33 p.m.*

**A motion was made by Council Member Moore to approve the following resolution:**

#### **A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS APPROVING A POLICY STATEMENT FOR TAX ABATEMENT**

**(Resolution in its entirety located in the City Secretary's Office)**

**Seconded by Council Member Broseh. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

Enactment No: RE-3660-20

### **NEW BUSINESS**

[20-3618](#)

Review and Consideration of a Detailed Site Plan for Single-Family Residential and Townhome Uses on Approximately 49.57 Acres out of the S.S. Callander Survey, Generally Located North of Mouser Way, East of House Road and South of Watson Branch Creek; Realty Capital Management, applicant/developer; Sowell Property Partners-Mansfield LP, owner; and Grantham & Associates Inc., engineer/surveyor (DS#19-006)

*Director of Planning Matt Jones made a brief presentation and answered Council questions. Realty Capital Management representative Tim Coltart made a brief presentation and answered Council questions.*

**A motion was made by Council Member Lewis to approve this agenda item. Seconded by Mayor Pro Tem Short. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

[20-3623](#)

Resolution - A Resolution Approving a Development Agreement Between the City of Mansfield and Realty Capital Management, LLC Related to the Watson Branch Development

*Matt Jones made brief comments and answered Council questions. Realty Capital Management representative Tim Coltart answered Council questions. Bart VanAmburgh answered Council questions.*

**A motion was made by Council Member Newsom to approve the following resolution:**

**A RESOLUTION APPROVING A DEVELOPER PARTICIPATION CONTRACT BETWEEN THE CITY OF MANSFIELD AND REALTY CAPITAL MANAGEMENT, LLC FOR COST PARTICIPATION FOR IMPROVEMENTS RELATED TO THE WATSON BRANCH DEVELOPMENT AND DIRECTING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE DEVELOPER PARTICIPATION CONTRACT**

**(Resolution in its entirety located in the City Secretary's Office)**

**Seconded by Council Member Broseh. The motion CARRIED by the following vote:**

**Aye:** 7 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman; Casey Lewis and David Cook

**Nay:** 0

**Abstain:** 0

Enactment No: RE-3661-20

**RECESS INTO EXECUTIVE SESSION**

*In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 8:02 p.m. Mayor Cook called the executive session to order in the Council Conference Room at 8:15 p.m. Mayor Cook adjourned executive session at 9:21 p.m.*

**Personnel Matters Pursuant to Section 551.074**

Review and Discuss City Manager Applications

**ADJOURN**

**Mayor Cook adjourned the meeting at 9:21 p.m.**

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ATTEST: David L. Cook, Mayor

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Susana Marin, City Secretary