Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Regular Called Meeting

6:00 PM
Monday, October 27th, 2025
Bartlett City Hall
140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

CONSENT AGENDA

(The City Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

1. Receive monthly - Department report(s):
   a. City Administrator - report

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

1. Discuss, review, and take any necessary action to consider Resolution 2025-10-27-01 on authorizing and approving the execution of an equipment – Lease Purchase Agreement.
2. Discuss, review, and take any necessary action to consider Resolution 2025-10-27-02 on authorizing and approving the execution of an equipment – Lease Purchase Agreement.
3. Discuss, review, and take any necessary action to consider the Teinert Memorial Library Landscape planning project.
4. Discuss and review the General Land Office (GLO) Community Development Block Grant (CDBG) Resilient Communities Program Application 100582-APP Award Letter.

FUTURE AGENDA ITEMS

ADJOURN

All items listed on the agenda are eligible for discussion and/or action. The City Council reserves the right to retire into executive session at any time during the course of this meeting to deliberate any of the matters listed, as authorized by Texas Government 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about gifts and donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development). All final deliberations and actions of the governing body shall be held in an open meeting as required by Texas Government Code 551.102.

Potential Notice of Quorum
The Planning and Zoning Commission may be present at this meeting.

I certify this agenda was posted, pursuant to Texas Government Code 551.043, at least 72 hours prior to the commencement of the meeting in accordance with the Texas Open Meetings Act.

Posted Tuesday, October 21st, 2025, at or before 6:00 P.M.

Brenda Kelley 10-21-25

Posted by /s/ Brenda Kelley – City Clerk

City Administrator Report – September 2025

Administration

1. Complete FY 2025-2026 Municipal Budget and Tax Rate
2. Coordinate publication for Fiscal Year 2025-26 proposed Tax Rate and Budget
3. Respond to Safe Routes to School (SRTS) design inquiries and project administration
4. Grant and project administration on Texas Department of Agriculture: Valve Project
5. Grant and project administration on Texas Department of Emergency Management Services: Generators Project
6. Saltlake, Brook, and Front St. utilities relocation infrastructure project
7. Review and approve weekly accounts payable
8. Coordinate recovery of loss revenue
9. Consult with City's accounting department on financial operations and projections
10. Meet with the Bartlett Municipal Development District (MDD)
11. Address customer utility dispute
12. Participate in Bartlett Food Local Action Group
13. Coordinate with Texas Comptroller Office on Sales Tax Allocation
14. Xerox Contract Renewal
15. Posting of Library Coordinator Position
16. Staff enrollment of TCP
17. FY 2024-2025 Budget entry review
18. Wrote and Published Municipal Auditing Services Request for Proposal
19. Complete Draft Volunteer Fire Department Memorandum of Understanding (MOU)
20. Open Records Request Oversight
21. Draft Employee Performance Review Template
22. Draft Employee Job Description Template
23. Investigate Certificate of Occupancy enforcement
24. Traffic planning of Bartlett ISD sports complex
25. Draft Ordinance transportation plan by Bartlett ISD sports complex
26. Employee Disciplinary Action(s)

Planning & Zoning Services

1. -

Development Services

1. Engaging with developer for the preparation and negotiation of potential development agreement

Public Utilities Operations

1. Ensure monthly disconnection notices are completed
2. Review electrical infrastructure redundancy plan for Bartlett Water Supply
3. Review Salt Lake, Brook, Front St. Road Bond Project – Utility Relocation

Parks and Recreation

1. -

Library Services

1. Attend weekly Wednesday 4:00 P.M. meeting with volunteer library staff

If you have any questions on any of these items, feel free to let me know. If you have a written question about this report feel free to email me at cityadmin@bartlett-tx.us.

Sincerely,

ADRIAN FLORES
CITY ADMINISTRATOR

RESOLUTION 2025-10-27-01

108007 70952-004

RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF AN EQUIPMENT - LEASE PURCHASE AGREEMENT WITH CADENCE EQUIPMENT FINANCE, A DIVISION OF CADENCE BANK

WHEREAS, Mayor and City Council, the Governing Body (the "Governing Body") of City of Bartlett, Texas (the "Lessee"), acting for and on the behalf of the Lessee hereby finds, determines and adjudicates as follows:

1. The Lessee desires to enter into an Equipment Lease - Purchase Agreement with the Lease Schedule and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" (collectively, the "Agreement") with Cadence Equipment Finance, a division of Cadence Bank (the "Lessor"), for the purpose of leasing with an option to purchase the equipment as described therein for the total cost specified therein (the "Equipment").
Equipment - One (1) 2025 Chevrolet Tahoe (VIN: 1GNS5UED0SR349713)
Term - 36 month term
Payments - Semi Annual
Rate - $5.03
Amount - $97,252.75

2. It is in the best interest of the public purposes of the Lessee that the Lessee lease with an option to purchase the Equipment pursuant to and in accordance with the terms of the Agreement; and

3. It is necessary for Lessee to approve and authorize the Agreement.

NOW, THEREFORE, BE IT RESOLVED by this Governing Body for and on behalf of Lessee as follows:

Section 1. The Agreement and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" by and between the Lessor and the Lessee is hereby approved and ____________________ (the "Authorized Officer") is hereby authorized and directed to execute said Agreement on behalf of the Lessee.

Section 2. The Agreement is being issued in calendar year __________.

Section 3. Neither any portion of the gross proceeds of the Agreement nor the Equipment identified to the Agreement shall be used (directly or indirectly) in a trade or business carried on by any person other than a governmental unit, except for such use as a member of the general public.

Section 4. No portion of the rental payments identified in the Agreement (a) is secured, directly or indirectly, by property used or to be used in a trade or business carried on by a person other than a governmental unit, except for such use as a member of the general public, or by payments in respect of such property; or (b) is to be derived from payments (whether or not to the Lessee) in respect of property or borrowed money used or to be used for a trade or business carried on by any person other than a governmental unit.

Section 5. No portion of the gross proceeds of the Agreement are used (directly or indirectly) to make or finance loans to persons other than governmental units.

Section 6. The Authorized Officer is further authorized for and on behalf of the Governing Body and the Lessee to do all things necessary in furtherance of the obligations of the Lessee pursuant to the Agreement, including execution and delivery of all other documents necessary or appropriate to carry out the transactions contemplated thereby in accordance with the terms and provisions thereof.

Section 7. The Lessee desires to designate the Agreement as a "qualified tax-exempt obligation" of the Lessee, as defined in Section 265(b)(3) of the Internal Revenue Code of 1986 (the "Code"). The aggregate face amount of all tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds) issued or to be issued by the Lessee and all subordinate entities thereof during the current calendar year is not reasonably expected to exceed $10,000,000. The Lessee and all subordinate entities thereof will not issue or enter into in excess of $10,000,000 of tax-exempt obligations (including the Agreement, but excluding private activity bonds other than qualified 501(c)(3) bonds) during the current calendar year, without first obtaining an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to the Lessor that the designation of the Agreement as a "qualified tax-exempt obligation" will not be adversely affected.

Following the reading of the foregoing resolution, ________________ moved that the foregoing resolution be adopted. __________________ seconded the motion for its adoption. The __________________ put the question to a roll call vote and the result was as follows:

__________________________ Voted: __________

__________________________ Voted: __________

__________________________ Voted: __________

__________________________ Voted: __________

__________________________ Voted: __________

__________________________ Voted: __________

__________________________ Voted: __________

The motion having received the affirmative vote of all members present, the declared the motion carried and the resolution adopted, this the __________ day of __________, ________.

____

(Signature)

ATTEST:

____

(SEAL)

RESOLUTION 2025-10-27-02

108007 70952-005

RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF AN EQUIPMENT - LEASE PURCHASE AGREEMENT WITH CADENCE EQUIPMENT FINANCE, A DIVISION OF CADENCE BANK

WHEREAS, Mayor and members of the City Council, the Governing Body (the "Governing Body") of City of Bartlett, Texas (the "Lessee"), acting for and on the behalf of the Lessee hereby finds, determines and adjudicates as follows:

1. The Lessee desires to enter into an Equipment Lease - Purchase Agreement with the Lease Schedule and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" (collectively, the "Agreement") with Cadence Equipment Finance, a division of Cadence Bank (the "Lessor"), for the purpose of leasing with an option to purchase the equipment as described therein for the total cost specified therein (the "Equipment").
Equipment - One (1) 2025 Chevrolet Tahoe (VIN: 1GNS5UED9SR349757)
Term - 36 month term
Payments - Semi annual
Rate - 5.03%
Amount - $102,252.75

2. It is in the best interest of the public purposes of the Lessee that the Lessee lease with an option to purchase the Equipment pursuant to and in accordance with the terms of the Agreement; and

3. It is necessary for Lessee to approve and authorize the Agreement.

NOW, THEREFORE, BE IT RESOLVED by this Governing Body for and on behalf of Lessee as follows:

Section 1. The Agreement and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" by and between the Lessor and the Lessee is hereby approved and ____________________ (the "Authorized Officer") is hereby authorized and directed to execute said Agreement on behalf of the Lessee.

Section 2. The Agreement is being issued in calendar year __________.

Section 3. Neither any portion of the gross proceeds of the Agreement nor the Equipment identified to the Agreement shall be used (directly or indirectly) in a trade or business carried on by any person other than a governmental unit, except for such use as a member of the general public.

Section 4. No portion of the rental payments identified in the Agreement (a) is secured, directly or indirectly, by property used or to be used in a trade or business carried on by a person other than a governmental unit, except for such use as a member of the general public, or by payments in respect of such property; or (b) is to be derived from payments (whether or not to the Lessee) in respect of property or borrowed money used or to be used for a trade or business carried on by any person other than a governmental unit.

Section 5. No portion of the gross proceeds of the Agreement are used (directly or indirectly) to make or finance loans to persons other than governmental units.

Section 6. The Authorized Officer is further authorized for and on behalf of the Governing Body and the Lessee to do all things necessary in furtherance of the obligations of the Lessee pursuant to the Agreement, including execution and delivery of all other documents necessary or appropriate to carry out the transactions contemplated thereby in accordance with the terms and provisions thereof.

Section 7. The Lessee desires to designate the Agreement as a "qualified tax-exempt obligation" of the Lessee, as defined in Section 265(b)(3) of the Internal Revenue Code of 1986 (the "Code"). The aggregate face amount of all tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds) issued or to be issued by the Lessee and all subordinate entities thereof during the current calendar year is not reasonably expected to exceed $10,000,000. The Lessee and all subordinate entities thereof will not issue or enter into in excess of $10,000,000 of tax-exempt obligations (including the Agreement, but excluding private activity bonds other than qualified 501(c)(3) bonds) during the current calendar year, without first obtaining an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to the Lessor that the designation of the Agreement as a "qualified tax-exempt obligation" will not be adversely affected.

Following the reading of the foregoing resolution, ________________ moved that the foregoing resolution be adopted. ____________________ seconded the motion for its adoption. The ____________________ put the question to a roll call vote and the result was as follows:

____________________________ Voted: __________

____________________________ Voted: __________

____________________________ Voted: __________

____________________________ Voted: __________

____________________________ Voted: __________

____________________________ Voted: __________

____________________________ Voted: __________

The motion having received the affirmative vote of all members present, the declared the motion carried and the resolution adopted, this the ___________ day of ___________, ________.

____
(Signature)

ATTEST:

____

(SEAL)