



CITY OF EVERMAN
212 North Race Street Everman, TX 76140
STAFF REPORT

AGENDA TITLE: Discuss, Deliberate, and Consider the acquisition of Audio Visual Modular Furniture for meetings of the City Council, Boards, Committees, and Commissions

MEETING DATE: 02/11/2025

PREPARED BY: C. W. Spencer

RECOMMENDED ACTION:

Approval

BACKGROUND INFORMATION:

Currently, the Everman Civic Center is utilized as the official meeting space for the Everman City Council in addition to the many various boards and commissions. Each meeting requires thorough preparations and setup by the Public Works Staff. Currently, the Public Works staff is utilizing standard folding tables that are used by the council, commissioners, and staff. Although we have made it work, it is not the most functional method of setup and requires additional time by the staff. Additionally, the current items being utilized are not very durable. Lastly, because of the gaps in the tables, often times members feel as if they spread too far apart.

Staff would like to propose for council consideration the acquisition of specialized furniture for use by the City Council, Boards, Committees, and Commissions.

The AVFI Audio Visual Furniture Modular Folding Tables provide for an appropriate setup that will eliminate the gaps in between tables, provide for power on top of the tables, provide for a rounded shape in order for each member to see one another when engaged in discussion, and provide for a much simpler setup and tear-down for staff. These tables are on locking wheels and fold and store easily. This furniture is much more durable than the current setup. Lastly, this furniture will provide for a more professional appearance.

4 tables will allow for a max capacity of 11

5 tables will allow for a max capacity of 14

Our current setup allows for a max capacity of 15, which includes staff seating.

There are funds available within the current approved budget as follows:

City Council - Minor Equipment - \$5,000

Civic Center Minor Equipment - \$12,000

FISCAL IMPACT:

\$7,000 - \$9,000 estimated