



---

## MINUTES

### CALL TO ORDER

*Chairwoman Clemson called the meeting to order at 2:30 pm.*

### PRESENT

*Chairwoman Jorja Clemson*

*Deputy Mayor Pro Tem Junior Ezeonu*

*Council Member Kurt G. Johnson*

### STAFF PRESENTATIONS

1. Financial Update

*Assistant Director of Finance Luis Barerra provided a financial update on designated funds and the general financial condition of the City.*

2. Water Utility Customer Service System Replacement Project

*Engineering Director Noreen Housewright and Utility Operations Superintendent Tonja Woody presented an overview of the UCS System Replacement Project and the New Utility Customer Service Portal which will launch on June 2, 2025. Ms. Woody described the multiple communication channels which will be used to maximize public awareness.*

3. Presentation of Digital Payment Platform Review

*Assistant Director of Finance Luis Barerra provided an overview of the new digital payment platform. Residents will have the option to pay their water bill with PayPal, Amazon Pay, and Venmo through Paymentus.*

### CONSENT AGENDA

*Motion to approve agenda item four and motion to recommend approval to City Council of agenda items five through eleven made by Council Member Johnson, seconded by Deputy Mayor Pro Tem Ezeonu.*

*Voting Yea: Chairwoman Clemson, Deputy Mayor Pro Tem Ezeonu and Council Member Johnson. The motion carried unanimously.*

4. Minutes of the March 4, 2025 Finance and Government Committee Meeting

#### **Approved on Consent Agenda**

5. Ordinance adopting the Housing Administration (Fund 3001) and Housing Choice Voucher (Fund 3002) operating budgets for calendar year 2025 and Fiscal year 2024-2025. This budget includes the addition of (1) one Housing Specialist Position in response to an exceptional

increase in portability families. Additionally, allocating, approving, and authorizing the expenditure of \$109,470.00 for the replacement of (3) three new vehicles from Silsbee Toyota

**Approved on Consent Agenda**

6. Annual Contract for physical security technology services with Siemens Industry, Inc. through a Master Cooperative Agreement with Sourcewell. This contract will be for an initial one-year term in the amount of \$194,495.00, with the option to renew for up to two additional one-year periods with 6% annual increases in the renewal terms, for a total amount of \$619,194.28 if all renewals are exercised

**Approved on Consent Agenda with change of terms from “total amount of” to “up to”.**

7. Contract for website hosting, maintenance and customer relationship management with Forge Mobile, LLC through a cooperative agreement with The Interlocal Purchasing System (TIPS). The initial term of the Contract will be for a five-month period in the amount of \$27,075, with the option to renew for first and second renewal periods of one year each in the amount of \$64,980 annually, and a third renewal period of seven months in the amount of \$37,905, for a total amount of \$194,940 if all renewals are exercised.

**Approved on Consent Agenda**

8. Contract with J5 Enterprises LLC f/s/o The Jacksons to perform as the headlining act on Friday night at Main Street Fest 2025 for the amount of \$90,000

**Approved on Consent Agenda**

9. Agreement with McKinstry Essention, LLC for the development of a City-wide Facility Assessment and Capital Planning Study to assess the current status of and repair needs for City-owned facilities in the amount of \$390,000, through a Cooperative Agreement with The Interlocal Purchasing System (TIPS)

**Approved on Consent Agenda**

10. Contract with AssetWorks Inc. for FleetFocus FA and FuelFocus Software and Maintenance Support (up to \$80,000) annually. This contract will be for one year with the option to renew for two additional one-year periods totaling \$240,000.00 if all extensions are exercised

**Approved on Consent Agenda with change of terms from “totaling” to “up to”.**

11. Ordinance amending the FY24/25 Capital Improvement Projects Budget by Transferring and Appropriating \$1,989,701 from the Unobligated Fund Balance in the EPIC CIP Fund to the EPIC Waters Roof Project; Professional Design Services Contract with Aquatic Design and Engineering, Inc. dba Martin Aquatic Design & Engineering for the design of an initial phase of the Epic Waters Expansion Project in the amount of \$1,842,201, with additional project allowances of \$147,500, for a total funding request of \$1,989,701

**Approved on Consent Agenda**

## ITEMS FOR INDIVIDUAL CONSIDERATION

12. Ordinance amending the FY24/25 Operating Budget by increasing Golf Operations Fund expenditures in the amount of \$35,280; Amendment #1 to the Lease Agreement with ClubCar LLC to increase the contract amount by the amount of \$35,280 annually (or \$158,760 over the remainder of the term of the Lease Agreement) to add GPS video display and control systems to the golf carts at Tangle Ridge Golf Course

Presented by Stephen Bowles, Parks Fiscal Manager.

*Motion to recommend approval to City Council by Council Member Johnson, seconded by Deputy Mayor Pro Tem Ezeonu. Voting Yea: Chairwoman Clemson, Deputy Mayor Pro Tem Ezeonu, and Council Member Johnson. The motion carried unanimously.*

13. Contract with HD Supply, Inc for interior renovations of the restaurant front seating area at Prairie Lakes Golf Course through a Master Cooperative Agreement with Omnia Partners in the amount of \$167,925, with a \$33,585 contingency, for a total of \$201,510

Presented by Stephen Bowles, Parks Fiscal Manager. Councilmember Johnson inquired about reducing the contingency amount to 5% to make all contract contingencies consistent. Mr. Bowles stated that the building is aging, and they might encounter something unexpected.

*Amended motion to recommend approval to City Council reducing the contingency amount to 5% by Council Member Johnson, seconded by Deputy Mayor Pro Tem Ezeonu. Voting Yea: Chairwoman Clemson, Deputy Mayor Pro Tem Ezeonu, and Council Member Johnson. The motion carried unanimously.*

## EXECUTIVE SESSION

*No executive session was held.*

## CITIZEN COMMENTS

*No citizen comments were made.*

## ADJOURNMENT

*Chairwoman Clemson adjourned the meeting at 3:16 p.m.*

---

*Chairwoman Jorja Clemson*