



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, September 03, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, September 03, 2024, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Regular City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

Mayor Doug Svien
Council Member LeAnn Durfey
Council Member Gerald Cook
Council Member Lon Reisman
Council Member Maddie Smith
Council Member David Baskett
Council Member Brandon Greenhaw
Council Member Alan Nix

COUNCIL ABSENT:

Council Member Dean Parr

OTHERS ATTENDING:

Jason King, City Manager
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

CALL TO ORDER

Mayor Svien called the Regular City Council Meeting to order at 5:36 PM.

PLEDGES OF ALLEGIANCE

Mayor Svien led the pledges to the flags of the United States and the State of Texas.

INVOCATION

David Bearden, Graham Street Church of Christ voiced the invocation.

CITIZENS GENERAL DISCUSSION

No one addressed the Council at this time.

REGULAR AGENDA

- 1. Consider Approval of Resolution Approving a Negotiated Settlement Between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division Regarding the Company's 2024 Rate Review Mechanism Filing**

City Manager Jason King advised the Council that the City was notified by Atmos Cities Steering Committee that Atmos had filed a rate case with the state of Texas similar to Oncor's. After review, a Fair settlement with Atmos was negotiated for the cities that are in the group represented. Mr. King concluded with a request to Council to adopt the resolution that will support the settlement.

MOTION by Maddie Smith, second by Brandon Greenhaw, to adopt Resolution No. 2024-R-10 approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division. MOTION CARRIED unanimously.

- 2. Consider Approval of Administrative Services Agreement with SEDA**

City Manager Jason King presented the Administrative Services Agreement with SEDA to the Council.

MOTION by Brandon Greenhaw, second by Alan Nix, to approve the Administrative Services Agreement with SEDA as presented. MOTION CARRIED unanimously.

- 3. Consider Proposal from David Pettit Economic Development**

City Manager Jason King presented the proposal from David Pettit Economic Development to the Council.

MOTION by David Baskett, second by Gerald Cook, to approve the proposal from David Pettit Economic Development as presented. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

- 4. Case No.: RZ2024-010**

Applicant Ishmael Calvillo is Requesting a Rezone of Property Located at 1125 Alexander Rd, being Parcel R17553, Acres 1.380, A0196 DUPUY JOHN B; & HOUSE of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to One- and Two-Family Residential District (R-2)

Director of Development Services Steve Killen presented this item to the Council.

The property has current and future zoning of Single Family Residential. The applicant is requesting the rezone to build duplex homes. R-2 zoning includes single-family and two-family dwellings as permitted uses. Duplex style housing will require 75x100 lot dimensions. Water and sewer are available in the vicinity.

The Planning and Zoning Commission convened on August 21, 2024, and by unanimous vote, recommended the City Council deny the rezone request.

- 5. PUBLIC HEARING**

Case No.: RZ2024-010

Mayor Svien opened the Public Hearing at 5:51 PM

No one addressed the Council regarding 1125 Alexander Road.

Mayor Svien closed the Public Hearing at 5:51:40 PM.

- 6. Consider Approval of Ordinance Rezoning of Property Located at 1125 Alexander Rd, being Parcel R17553, Acres 1.380, A0196 DUPUY JOHN B; & HOUSE of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to One- and Two-Family Residential District (R-2)**

MOTION by David Baskett, second by Maddie Smith, to deny the rezone of property located at 1125 Alexander Road as presented. MOTION CARRIED unanimously.

7. Case No.: PD2021-001 UPDATE

Applicant Taylor Kanute of Harbin Street, LLC, Pursuant to the Requirements Set Forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is Presenting an Update and Requesting an Extension of the Development Schedule for the Planned Development Located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 (PT OF) of the City of Stephenville, Erath County, Texas

Director of Development Services Steve Killen presented this item to the Council.

The Planning and Zoning Commission convened on May 19, 2021, and voted 5/1 to recommend the City Council approve the Development Plan and rezone request. Subsequently, on June 1, 2021, the City Council approved Ordinance No. 2021-O-19, rezoning the property to Planned Development District. A prior update was provided, and Ordinance 2023-0-21 was approved August 1, 2023.

The Planning and Zoning Commission convened on August 21, 2024, and by a unanimous vote, recommended the City Council approve the updated development schedule as presented.

8. Consider Approval of Ordinance Extending the Development Schedule for Planned Development District (PD) Located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 (PT OF) of the City of Stephenville, Erath County, Texas

MOTION by David Baskett, second by Lonon Reisman, to approve Ordinance No. 2024-O-23 extending the Development Schedule for Planned Development District (PD) Located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 (PT OF) of the City of Stephenville, Erath County, Texas

NOMINATIONS COMMITTEE

Maddie Smith, Chair

9. Nominations Committee Report

Committee Chair Maddie Smith presented the Nominations Committee Report from June 18, 2024.

The committee met on August 20, 2024, to review applications for Citizen Boards and Commissions with the discussion led by committee chair Maddie Smith.

The Nominations Committee received following nominations:

Electrical Board – Jerrod Hancock

Planning and Zoning Commission – Bruce Delater

Library Advisory Board – Lisa LaTouche and Mike Jones

The following recommendations were made:

Electrical Board

MOTION by Alan Nix, second by Lonon Reisman, to recommend to full Council Jerrod Hancock for Place 4 of the Electrical Board. MOTION CARRIED unanimously.

Planning and Zoning Commission

MOTION by Alan Nix, second by Lonon Reisman, to recommend to full Council appointing Bruce Delater to Alternate 2 of the Planning and Zoning Commission. MOTION CARRIED unanimously. Bruce will be invited to the September 3 meeting for an interview.

Library Advisory Board

MOTION by Alan Nix, second by Lonn Reisman, to recommend to full Council appointing Mike Jones to Place 3 of the Library Advisory Board. MOTION CARRIED unanimously.

10. Consider Approval of Nominations to Citizen Boards and Commissions

Planning and Zoning Commission

Bruce Delater was in attendance and interviewed by the Council.

MOTION by Maddie Smith, second by Alan Nix, to approve Bruce Delater for Alternate 2 of the Planning and Zoning Commission. MOTION CARRIED unanimously.

Electrical Board

MOTION by Maddie Smith, second by David Baskett, to approve Jerrod Hancock for Place 4 of the Electrical Board. MOTION CARRIED unanimously.

Library Advisory Board

MOTION by Maddie Smith, second by Brandon Greenhaw, to approve Mike Jones for Place 3 of the Library Advisory Board. MOTION CARRIED unanimously.

FINANCE COMMITTEE

David Baskett, Chair

11. Finance Committee Report from August 20, 2024

Committee Chair David Baskett and Fire Chief Robert Isbell presented the Finance Committee Report from August 20, 2024.

The Finance Committee met on August 20th and considered an Interlocal agreement with the City of Midlothian for purchasing EMS supplies. Midlothian has let bids for specific EMS supplies and has awarded a multi-year contract. This contract has better discounts than we can receive through our cooperative purchasing contract.

Staff recommends approval of an Interlocal agreement with the City of Midlothian for purchasing EMS supplies.

The Committee voted unanimously to recommend moving forward with the agreement to the City Council Meeting.

12. Consider an Interlocal Agreement with the City of Midlothian for Purchasing EMS Supplies

MOTION by David Baskett, second by LeAnn Durfey, to approve the Interlocal Agreement with the City of Midlothian for purchasing EMS supplies as presented. MOTION CARRIED unanimously.

PUBLIC HEALTH AND SAFETY COMMITTEE

Dean Parr, Chair

13. Public Health and Safety Committee Report from August 20, 2024

Committee Member Lonon Reisman and Fire Chief Robert Isbell presented the Public Health and Safety Report from August 20, 2024.

The Stephenville Fire Department has a Texas A&M Forest Service granted type 6 fire engine. This engine is 10 years old and is eligible for replacement through a Forest Service Grant. We currently operate under the same stipulations that are necessary for application. This is the engine that is deployed on our TIFMAS responses across the state, as well as in our community.

Staff recommends approval of a grant application for a Texas Forest Service grass fire truck.

The Committee voted unanimously to recommend moving forward with the agreement to the City Council Meeting.

14. Consider Approval of a Texas A&M Forest Service Grant Application

MOTION by Alan Nix, second by Gerald Cook, to approve the Texas A&M Forest Service Grant Application. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

15. Monthly Budget Report for the Period Ending July 31, 2024

Director of Finance Monica Harris presented the monthly budget report as follows:

In reviewing the financial statements ending July 31, 2024, the financial indicators are overall as or better than anticipated.

Property Tax Collections: We received \$27K in property taxes in the month of July, resulting in a \$284K increase over the funds collected last fiscal year to date. The amount collected is 101% of the \$7.3 million budget, which is \$99K more than anticipated.

Sales and Use Tax: We received \$766K in sales tax in July, resulting in \$205K or 3% more than the funds collected last fiscal year to date. The amount collected is 86% of the \$9.4 million budget, which is \$510K higher than anticipated.

Revenue (by fund): Of the \$39 million revenue received to date, 55% was received in the General Fund, 26% was received in the Water/Wastewater Fund, 7% was received in the Capital Projects Fund and 4% was received in the Landfill Fund.

Revenue (budget vs. actual): We received 90% of the total budgeted revenues through July, which is \$2.2 million more than anticipated due to taxes, intergovernmental, and interest income.

Revenue (prior year comparison): We received \$900k less revenue through July than last fiscal year to date due to debt proceeds received in the prior year.

Expenditures (by fund): Of the \$45 million spent to date, 46% was expended in the Water/Wastewater Fund, 40% was expended in the General Fund, 5% was expended in the Capital Projects Fund, 2% was expended in the Debt Service Fund, 2% was expended in the Storm Fund and 2% was expended in the Landfill Fund.

Expenditures (budget vs. actual): We have expended 58% of the total budgeted expenditures through July, which is \$19 million less than anticipated due to personnel, contractual, capital outlay, and transfers.

Expenditures (prior year comparison): We spent \$3.4 million less in expenditures through July than last fiscal year to date due to capital outlay.

SEDA Revenue Comparison: SEDA has received an overall 91% of budgeted revenue through July, which is \$26K more than last fiscal year to date and \$87K more than anticipated due to taxes and interest income.

SEDA Revenue Comparison: SEDA has spent an overall 29% of budgeted expenditures through July, which is \$267K less than last fiscal year to date due to grant disbursements and \$931K less than anticipated due to capital outlay and grant disbursements.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

No report was given at this time.

CONSENT AGENDA

- 16. Consider Approval of Minutes - August 6, 2024**
- 17. Consider Approval of Minutes - August 7, 2024**
- 18. Consider Approval of Minutes - August 20, 2024**
- 19. Consider Approval of Municipal Court Bailiff Contract**
- 20. Consider Approval of the 2024 Airport Apron Maintenance Project
2024-R-11**
- 21. Consider Approval of Contract Renewal with Bruner Motors**
- 22. Consider Approval of Turf Maintenance Contract with Heritage Landscape**
- 23. PULLED - ~~Consider Approval of Contract Renewal for Sewer Root Control with Dukes Root Control~~**
- 24. Consider Approval of Contract Renewal for Maintenance Uniforms with Coyote Designs**
- 25. Consider Approval of Renewal of Contract for Pest Control with Timmons Exterminating**
- 26. Consider Approval of Contract Renewal for SPARD Photography with TSS Photography**
- 27. Consider Approval of Contract with Brad Hodges for Food Inspections Services for Fiscal Year 2024-2025**

MOTION by David Baskett, second by LeAnn Durfey, to approve Consent Agenda items as presented.

MOTION CARRIED unanimously.

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

Mayor Doug Svien recessed the Regular City Council meeting at 6:10 PM and entered into Executive Session at 6:12 PM.

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

- 28. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in S2600 CITY ADDITION**
- 29. Section 551.071 Consultation with Attorney - to Consult Over a Pending or Contemplated Litigation**

Mayor Doug Svien adjourned Executive Session at 6:36 PM and reconvened the Regular City Council meeting at 6:38 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

28. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in S2600 CITY ADDITION

MOTION by Brandon Greenhaw, second by Alan Nix, to authorize the City Manager to negotiate the sale of real property as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

Mayor Doug Svien adjourned the Regular City Council meeting at 6:38 PM.

Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.