



## City of Stephenville - Regular City Council Meeting

Tuesday, October 6, 2020 at 5:30 PM

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The City Council of the City of Stephenville, Texas, convened on Tuesday, October 6, 2020, at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business 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:**

Doug Svien  
Mark McClinton  
Justin Haschke  
Nick Robinson  
Brady Pendleton  
Ricky Thurman  
Alan Nix  
Gerald Cook  
Brandon Huckabee

**COUNCIL ABSENT:**

**OTHERS ATTENDING:**

Allen L. Barnes, City Manager  
Staci L. King, City Secretary  
Randy Thomas, City Attorney

**I. Call to Order**

Mayor Svien called the meeting to order at 5:30 p.m.

**II. Regular Agenda**

**1. Citizens' General Discussion**

No one came forward to address the council.

**2. Second Reading of an Ordinance Granting to Atmos Energy Corporation a Franchise to Construct, Maintain, and Operate Pipelines and Equipment in the City of Stephenville, Texas for the Transportation, Delivery, Sale, and Distribution of Gas In, Out Of, and Through Said City for all Purposes**

Allen Barnes, City Manager, read the caption of the proposed ordinance.

**3. Consider Approval of Authorization to Apply for the Texas Water Development Board Flood Infrastructure Fund**

MOTION by Alan Nix, second by Gerald Cook, to authorize the application for the Texas Water Development Board Flood Infrastructure Fund Grant and the associated resolution.  
MOTION CARRIED by unanimous vote.

**4. Consider Approval of a Hotel Occupancy Tax Fund Application from All In Barrell Racing and Breakaway Roping**

MOTION by Brady Pendleton, second by Justin Haschke, to approve the Hotel Occupancy Tax Fund Application from All In Barrell Racing and Breakaway Roping in the amount of \$30,000.

MOTION CARRIED by unanimous vote.

5. **Consider Approval of Phase II of the COVID Restaurant Relief Program**

MOTION by Mark McClinton, second by Brandon Huckabee, to approve Phase II of the COVID Restaurant Relief Program.

MOTION CARRIED by unanimous vote.

III. **Planning and Zoning Commission**

Steve Killen, Director of Development Services

1. **PUBLIC HEARING**

**Case No. RP202-003**

**Applicant is Requesting a Replat of Properties Located at 2241 W Tarleton, Lot 1, Block 3, and 0 Tarleton, Lot 1, Block 3, of the Kaylie Subdivision and Lot 8E, Block 139, of the City Addition of the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Steve Emmons, representative of Spectra Student Living, spoke in favor of the replat.

No one spoke in opposition.

Mayor Svien closed the public hearing.

2. **Consider Approval of a Replat of Properties Located at 2241 W Tarleton, Lot 1, Block 3, and 0 Tarleton, Lot 1, Block 3, of the Kaylie Subdivision and Lot 8E, Block 139, of the City Addition of the City of Stephenville, Erath County, Texas.**

MOTION by Mark McClinton, second by Gerald Cook, to approve a replat of properties located at 2241 W. Tarleton, being Lot 1, Block 3 of the Kaylie Subdivision and Lot 8E, Block 139 of the City Addition to the City of Stephenville, Erath County, Texas.

MOTION CARRIED by unanimous vote.

3. **PUBLIC HEARING**

**Case No. RZ2020-009**

**Applicant is Requesting a Rezone of the Property Located at 800 Riverside, Being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2)**

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing. No one came forward to speak in favor of or opposition to the rezone. Mayor Svien closed the public hearing.

4. **Consider Approval of an Ordinance Rezoning the Property Located at 800 Riverside, Being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2)**

MOTION by Alan Nix, second by Brandon Huckabee, to approve Ordinance No. 2020-O-30 rezoning the property located at 800 Riverside Drive, being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2).

MOTION CARRIED by unanimous vote.

5. **PUBLIC HEARING**

**Case No. SV2020-007**

**Applicant is Requesting a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 Sidewalks at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Matt VanHatten, Collier Consulting, came to speak in favor of the waiver.

No one came forward to speak in opposition to the waiver.

Mayor Svien closed the public hearing.

6. **Consider Approval of a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 Sidewalks at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

MOTION by Brandon Huckabee, second by Brady Pendleton, to approve a waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 *Sidewalks* at 1010 S. Graham, being Lot 2, Block 170 of the City Addition of the City of Stephenville, Erath County, Texas.

MOTION CARRIED by the following votes:

Ayes: Brady Pendleton, Justin Haschke, Nick Robinson, Gerald Cook, and  
Brandon Huckabee

Noes: Mark McClinton, Ricky Thurman, and Alan Nix

7. **PUBLIC HEARING**

**Case No. SV2020-008**

**Applicant is Requesting a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) – Curb and Gutter Options at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Matt VanHatten, Collier Consulting, came to speak in favor of the waiver.

No one came forward to speak in opposition to the waiver.

Mayor Svien closed the public hearing.

8. **Consider Approval of a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) – Curb and Gutter Options at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

MOTION by Brady Pendleton, second by Brandon Huckabee, to approve a waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) - *Curb and Gutter Options* at 1010 S. Graham, being Lot 2, Block 170 of the City Addition of the City of Stephenville, Erath County, Texas.

MOTION CARRIED by unanimous vote.

**IV. Public Works Committee**

Alan Nix, Chair

1. **Public Works Committee Report**  
Alan Nix, Chair, gave the committee report.
2. **Consider Approval of a Professional Services Agreement for a Performance Evaluation for Sanitary Sewer Basin 2**  
MOTION by Alan Nix, second by Mark McClinton, to approve a Professional Services Agreement with Pipeline Analysis, LLC for a performance evaluation for Sanitary Sewer Basin 2.  
MOTION CARRIED by unanimous vote.
3. **Consider Approval of a Professional Services Agreement for Rehabilitation of the 377 Ground Storage Tank**  
MOTION by Alan Nix, second by Mark McClinton, to approve a Professional Services Agreement with Provenance Engineering for rehabilitation of the 377 ground storage tank.  
MOTION CARRIED by unanimous vote.
4. **Consider Approval of an Agreement Amendment with Jacobs/CH2M OMI for FY2020-2021**  
MOTION by Alan Nix, second by Nick Robinson, to approve an Agreement Amendment with Jacobs/CH2M OMI for FY2020-2021.  
MOTION CARRIED by unanimous vote.

**V. Nominations Committee Report**

Gerald Cook, Chair

1. **Nominations Committee Report**  
Gerald Cook, Chair, gave the committee report.

**VI. Finance Committee**

Mark McClinton, Chair

1. **Finance Committee Report**  
Mark McClinton, Chair, gave the committee report.
2. **Consider Approval of an Ordinance Amending the FY2020-2021 Fee Schedule**  
MOTION by Mark McClinton, second by Brandon Huckabee, to approve Ordinance No. 2020-O-31 amending the FY2020-2021 fee schedule.  
MOTION CARRIED by unanimous vote.
3. **Consider Approval of an Ordinance Approving 4th Quarter Budget Adjustments for FY2019-2020**  
MOTION by Mark McClinton, second by Brandon Huckabee, to approve Ordinance No. 2020-O-32 approving 4th quarter budget adjustments for FY2019-2020.  
MOTION CARRIED by unanimous vote.

**VII. MONTHLY BUDGET REPORT**

Monica Harris, Director of Finance, gave the following report:

In reviewing the financial statements ending August 31, 2020, the financial indicators are as expected, considering the impact of COVID-19.

**Property Tax** We received \$13K in property taxes in the month of August, resulting in a \$429K or 7.09% increase over funds collected through August last fiscal year. The \$6.49 million collected through August is 101.04% of budget.

**Sales Tax** We received \$592K in sales tax in August, resulting in \$108K or 15.52% less than the funds collected last August. However, last August was abnormally high. The \$5.8 million collected is 88.31% of the \$6.57 million budgeted, which is about 3.5% less than anticipated.

**HOT Funds** We received \$294K in revenue in the Hotel Occupancy Tax fund through August, as compared to \$459K in revenue through last August. We spent \$198K in Hotel Occupancy Tax funds through August as compared to \$459K last year. Both are a direct reflection of the impact of COVID-19.

**Revenue (Budgetary comparison)** The target budget for operating revenue is \$26.5 million. We received \$25.7 million in revenue through August, resulting in \$765K under the target budget. This is a result of reimbursement based grants and the impact of COVID-19.

**Expenditures (Budgetary comparison)** The target budget for operating expenditures is \$19.1 million. We expended \$17.1 million through August resulting in \$1.98 million under the target budget.

**Revenue (Prior year comparison)** Operating revenue received last year was \$25.2 million as compared to the current year's \$25.7 million, resulting in a \$530K increase due to service charges, property taxes, grants, and insurance proceeds.

**Expenditures (Prior year comparison)** Operating expenditures last year were \$17.1 million as compared to the current year's \$17.1 million, resulting in a \$2,600 decrease. General Fund expenditures increased \$568K due to wages and benefits, maintenance, damage claims, and COVID-19 supplies. SEDA expenditures increased \$95K for marketing, wages and benefits, and grants.

**New Programs** The Downtown Revitalization project, the Green Ribbon Project, Eastside Sewer, the CDBG GLO project, and the street improvement program will all carryover into FY 2020-2021.

## **VIII. Stephenville Type B Economic Development Authority Update**

Jeff Sandford, Executive Director

This item was removed from the agenda.

## **IX. CONSENT**

1. **Approval of City Council Minutes**
  - **Regular City Council Meeting - 01 Sep 2020**
  - **Special City Council Meeting - 08 Sep 2020**
  - **Special City Council Meeting - 15 Sep 2020**
  - **Special City Council Meeting - 22 Sep 2020**
2. **Approval of City's Membership in the Texas Municipal League**
3. **Approval of Sale of City Property**

4. **Approval of Purchase of Asphalt Hot Box**

5. **Approval of Purchase of Office365 Software**

MOTION by Brady Pendleton, second by Mark McClinton, to approve the consent agenda as presented.

MOTION CARRIED by unanimous vote.

**X. Comments by City Manager**

- Early Voting for the November 3 Election begins Wednesday, October 13
- Council Committee Meetings - Tuesday, October 20
- Regular City Council Meeting - Tuesday, November 3
- Applications for Citizen Boards and Commissions due by Friday, November 6

**XI. Comments by Council members**

Justin Haschke reminded everyone that October is Domestic Violence Awareness Month and thanked Cross Timbers Family Services for their work helping those affected. Mr. Haschke also encouraged citizens to get involved by applying for a citizen board or commission.

Ricky Thurman spoke about the Big Brothers Big Sisters "Dancing for the Stars" fundraiser.

Brandon Huckabee spoke about the great things happening in the city of Stephenville, from events to new property developments.

Gerald Cook encouraged citizens to get involved with one of the city's many advisory boards and commissions.

Alan Nix reminded everyone that the Graham Street project will be lengthy and to please be patient and drive safely. Mr. Nix thanked staff for working with business along Graham to ensure they are able to operate during construction.

Brady Pendleton encouraged everyone to vote on November 3.

Doug Svien reminded everyone of a BBQ supper benefit for Brayden Edwards.

**XII. Adjourn**

The meeting was adjourned at 6:52 p.m.

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Doug Svien, Mayor

ATTEST:

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Staci L. King, City Secretary