



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, March 21, 2023 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on March 21, 2023 at 5:30 PM, City Hall Council Chambers, 298 West Washington Street, for the purpose of a Special 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 Justin Haschke
Council Member Lonn Reisman
Council Member Bob Newby
Council Member Ricky Thurman
Council Member David Baskett
Council Member Gerald Cook
Council Member Mark McClinton

COUNCIL ABSENT:

OTHERS ATTENDING:

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

CALL TO ORDER

The Mayor called the Special City Council Meeting to order at 5:30 PM.

PRESENTATIONS

1. Proclamation Recognizing March as National Athletic Training Month

Mayor Svien read the following proclamation:

WHEREAS, the National Athletic Trainers Association was founded in 1950 as an organization committed to the education of its members and the enhancement of the profession of athletic training, creating better health care for the population it serves; and

WHEREAS, athletic trainers from collegiate, and high school teams; physician offices; and rehabilitation clinics work together to promote and practice the profession of athletic training within Stephenville, Texas; and

WHEREAS, athletic trainers have a long history of providing quality health care for athletes and persons engaged in regular physical activity; and

WHEREAS, athletic trainers are highly skilled health care professionals who specialize in immediate, acute and emergency care; examination, assessment and diagnosis; injury prevention; risk management; therapeutic intervention; and rehabilitation of injury and illness; and

WHEREAS, the National Athletic Trainers' Association represents and supports more than 45,000 members of the athletic training profession, including more than 3,819 athletic trainers in the State of Texas; and

WHEREAS, leading organizations concerned with athletic training and health care have united in a common commitment to raise public awareness of the importance of the profession of athletic training and the role of athletic trainers in the provision of quality health care services; and

WHEREAS, it is the desire of the City of Stephenville, Texas to promote improved health care for athletes and all of those who engage in physical activity.

NOW, THEREFORE, I, Doug Svien, Mayor of Stephenville, do hereby proclaim the month of March as National Athletic Training Month, and call upon residents of Stephenville to join me in recognizing athletic trainers for their honorable work in keeping the community healthy.

Proclamation was received by Dr. Rachel Smith, Assistant Professor, Department of Health & Human Performance, Tarleton State; Brant Berkstresser, Associate Athletic Director for Sports Medicine, Tarleton State; Charity McCright, Program Coordinator, Tarleton Sports Medicine; Alexis De los Santos, MSAT student, Tarleton State; Jonathon Brierly, MSAT student, Tarleton State.

The Mayor recessed the Special City Council Meeting to the Council Committee Meeting at 5:33 PM.

The Mayor reconvened the Special City Council Meeting at 6:23 PM.

REGULAR AGENDA

2. Revised Order of Election for May 6, 2023 Election

City Secretary Sarah Lockenour presented this item at tonight's Special City Council Meeting.

At the Regular Council Meeting March 7, 2023, Council approved the Amended Order of Election for May 6, 2023. The County has since revised the Early Voting Hours. The Extended Hours were scheduled for Monday, April 24 and Monday, May 1 from 7:00 AM to 7:00 PM. The revised Extended Hours are only Friday, April 28 from 7:00 AM to 7:00 PM. Staff requests Council approve the Revised Order of Election to modify the Early Voting Hours.

MOTION by Mark McClinton, seconded by LeAnn Durfey, to approve the revised Order of Election for May 6, 2023 to modify the Early Voting Hours. MOTION CARRIED unanimously.

3. Consider Approval of ITB 3317 – Four Police Patrol Vehicles

Finance Director Monica Harris presented this item at tonight's Special City Council Meeting.

Bids were solicited and opened on March 8, 2023, for a total of four police vehicles consisting of three patrol SUVs and one patrol pickup truck. We received responses from four (4) vendors.

The vendors responded as follows and amounts listed are for one vehicle only:

	Bruner Motors	Sam Pack's 5 Star Ford	Grapevine CJD	Southwest CJD
SUV	\$42,037.29	\$45,980.00	\$44,306.00	\$48,490.00
½ ton crew cab truck	\$47,418.40	no bid	no bid	no bid

The Purchasing Department and the Police Chief recommend the bid be awarded to Bruner Motors for the 2023 vehicles totaling \$173,830.27. This will be for three Chevrolet Tahoes at \$42,037.29 each and one Silverado crew cab pickup truck at \$47,718.40. These vehicles will be financed.

MOTION by David Baskett, second by Gerald Cook, to approve the bid for police patrol vehicles to Bruner Motors as presented. MOTION CARRIED unanimously.

4. Consider Approval of Resolution Regarding a Financing Agreement for the Purpose of Procuring Police Vehicles

Finance Director Monica Harris presented this item at tonight’s Special City Council Meeting.

During budget preparation, the Police Department requested to lease or finance three (3) Police Tahoes and one (1) Police Patrol Pickup with a total annual payment of \$61,000. Bids were requested and opened, and Bruner Chevrolet was the lowest quote on all vehicles for a total quote of \$173,830.27. Government Capital Corporation provided two financing options: one for four years and one for 5 years. Since the four-year option is within the budget and is over \$5,400 less in total interest payments, the four-year option is recommended.

Staff are requesting the Council to approve a financing agreement with Government Capital Corporation for equipment cost of \$173,830.27 at 5.70% with 4 annual payments of \$48,508.27 beginning 6 months from signing.

Approving this financing agreement will obligate the city to \$48,508.27 in debt service payments for the next three years.

MOTION by David Baskett, second by LeAnn Durfey, to approve Resolution No. 2023-R-05 regarding the financing agreement with Government Capital Corporation for the police vehicles as presented. MOTION CARRIED unanimously.

5. Consider Approval to Enter into an Agreement for ClearGov Capital Budgeting, Digital Budget Book, and Transparency Software Subscription

Finance Director Monica Harris presented this item at tonight’s Council Committee Meeting for the Finance Committee.

During budget preparation, the Finance Department requested \$16,130 for Transparency Software subscription, which was approved. After reviewing software options, ClearGov was chosen as it offered not only the Transparency software, but also Capital Budgeting and Digital Budget Book Software for an annual cost of \$17,400, which can be prorated April 1 through September 30 for a cost of \$8,700. \$5,000 of the current budget is already committed, leaving \$11,130 remaining to cover the cost through the end of the fiscal year. The City also pays almost \$16,000 a year for Envisio Plans & Analytics, which this software would replace. The agreement is for 5.5 years and is billed annually in advance, except for the first invoice, which will be for 6 months. Prices will increase annually by 3% per annum for the initial service period, then 6% per annum each year after the initial service period. The City will have the option to terminate the Service in the first 30 days with a full refund of the service fees. The City will have the

option to terminate prior to any annual renewal if the Council does not appropriate the funds in the budget with 60 days written notice prior to the current annual termination date (September 30th).

FY 22-23 \$8,700

FY 23-24 \$17,400

FY 24-25 \$17,922

FY 25-26 \$18,460

FY 26-27 \$19,014

FY 27-28 \$19,584

Total for 5.5 years is \$101,080.

Staff are requesting the Council to approve entering into an agreement with ClearGov for Capital Budgeting, Digital Budget Book, and Transparency Software Subscription.

MOTION by Committee Member Mark McClinton, second by David Baskett, to recommend to council to approve staff to enter into an agreement with ClearGov for Capital Budgeting, Digital Budget Book, and Transparency Software Subscription as presented in Committee. MOTION CARRIED unanimously.

MOTION by , second by, to approve staff to enter into an agreement with ClearGov for Capital Budgeting, Digital Budget Book, and Transparency Software Subscription as presented. MOTION CARRIED unanimously.

RECESS TO EMPLOYEE BENEFITS TRUST MEETING

Mayor Svien recessed the Special City Council Meeting at 6:28 PM.

EMPLOYEE BENEFITS TRUST MEETING

6. CALL TO ORDER

Mayor Svien called the Employee Benefits Trust Meeting to order at 6:28 PM.

6. Employee Benefits for Plan Year 2023-2024

Rodney Dryden from HUB International presented the benefits plan for 2023-2024, to include a UHC HSA-AGYB Choice EPO plan with United Health Care with \$1300 to be distributed to each employee HSA account. This is about a 2.3% to 2.4% decrease from last year's benefits plan.

MOTION by Ricky Thurman, second by Mark McClinton, to approve the benefits plan for 2023-2024 as presented. MOTION CARRIED unanimously.

8. ADJOURN

The Employee Benefits Trust Meeting was adjourned at 6:41 PM.

RECONVENE SPECIAL CITY COUNCIL MEETING

Mayor Svien reconvened the Special City Council Meeting at 6:41 PM.

9. Consider Approval of Employee Benefits for Benefit Year 2023-2024

MOTION by Ricky Thurman, second by Mark McClinton, to approve the employee benefits package for benefit year 2023-2024 as presented. MOTION CARRIED unanimously.

Mayor Svien recessed the Special City Council Meeting at 6:42 PM and convened the Executive Session at 6:46 PM.

EXECUTIVE SESSION

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

10. Section 551.071 Consultation with Attorney - to Consult Over a Pending or Contemplated Litigation

11. Section 551.087 Deliberation Regarding Economic Development Negotiations - Project Groundwork

The Mayor adjourned the Executive Session at 7:45 PM and reconvened the Special City Council Meeting at 7:47 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

Mayor Svien adjourned the Special City Council Meeting at 7:47 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.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary