



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, November 07, 2023 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, November 07, 2023, 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 Justin Haschke
Council Member Lon Reisman
Council Member Bob Newby
Council Member Maddie Smith
Council Member Brandon Greenhaw
Council Member Mark McClinton

COUNCIL ABSENT: Council Member David Baskett

OTHERS ATTENDING: Jason M. 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 5:30 PM.

PLEDGES OF ALLEGIANCE

Council Member Justin Haschke led the pledges to the flags of the United States and the State of Texas

INVOCATION

Invocation Voiced by Reverend Broderick Sargent from New Bethel CME Church

PRESENTATIONS AND RECOGNITIONS

Proclamation Recognizing DECA Month

The Mayor read the following proclamation recognizing DECA Month:

WHEREAS, DECA is a career and technical student organization with over 227,000 members worldwide; and

WHEREAS, the mission of DECA is to prepare emerging leaders and entrepreneurs in marketing, finance, hospitality, and management in high schools and colleges around the world; and

WHEREAS, DECA is a student organization that encourages the development of business, marketing, and leadership skills in high school through classroom instruction, student conferences, and competitive events; and

WHEREAS, DECA prepares the next generation to be academically prepared, community oriented, and professionally responsible; and

WHEREAS, DECA has approximately 19,000 student members in the state of Texas and 96 student members at Stephenville High School; and

WHEREAS the City of Stephenville wishes to join the Stephenville High School DECA Chapter in celebrating and promoting DECA in the community.

NOW, THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, Texas, do hereby proclaim November as DECA MONTH in the City of Stephenville and urge the community to applaud the Stephenville High School DECA Chapter, and chapters worldwide, for their commitment to preparing and developing the future leaders of Stephenville and beyond.

The proclamation was received by Jocelyn Ethers and members of the Stephenville ISD DECA Team.

Proclamation Celebrating the Chartering Chapter of Alpha Kappa Alpha Sorority, Incorporated at Tarleton State University

The Mayor gave the following proclamation celebrating the Chartering Chapter of Alpha Kappa Alpha Sorority, Incorporated at Tarleton State University:

WHEREAS, Members of the South Central Region of Alpha Kappa Alpha Sorority, Incorporated are celebrating chartering chapter, at Tarleton State University, on October 29, 2023; and

WHEREAS, Alpha Kappa Alpha Sorority, Inc. is an international service organization founded in 1908 on the campus of Howard University in Washington, D.C.; its global membership is composed of nearly 355,000 distinguished and successful women who exemplify excellence in their communities and join their efforts to exert a positive influence on society by promoting excellence and leadership skills and advocating for equality and greater opportunity for people everywhere; and

WHEREAS, Dedicated to the enduring mission of Alpha Kappa Alpha Sorority, Inc., the members of the Tarleton State University Chapter represent the highest ideals of civic service, are committed to excellence, and are excited to expand sisterhood and service at Tarleton State University and in the City of Stephenville;

NOW THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, commemorate the addition of the new chapter, at Tarleton State University, to the South-Central Region of Alpha Kappa Alpha Sorority, Inc. and extend sincere best wishes to all those associated with this noteworthy organization for continued success in their good works.

Members of the Chartering Chapter received the proclamation.

Tarleton Tartan Presentation

Maya Kelly with Dr. Wu from Tarleton State University presented the Tarleton Tartan program to the Council.

CITIZENS GENERAL DISCUSSION

Rita Cook of 316 Tanglewood Circle, Stephenville, presented a Main Street Update to Council.

Marchall Kanute of 610 N Harp, Dublin, addressed Council regarding Stephenville Case #184514.

REGULAR AGENDA

1. Request for a Variance from the City of Stephenville Code of Ordinances, Section 130.16 Sale of Alcoholic Beverages for The Shack, located at 309 W. Washington

City Secretary Sarah Lockenour presented this item.

On October 30, 2023, the City Secretary's Office was contacted about alcohol sales at The Shack, located at 309 W. Washington. Chapter 130.16 of the City of Stephenville Code of Ordinances prohibits the sale of alcohol within 300 feet of a school, hospital, or church. It further states that "The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in a direct line across intersections." The GIS Manager prepared a map measuring the distance from The Shack to the First United Methodist Church using the parameters of the ordinance; The Shack was found to be 290 feet from the First United Methodist Church.

Section 16.4 of the Ordinance allows for the City Council to grant a variance to the distance requirements "if it determines that the enforcement of the regulations in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on the applicant for a license or permit, does not serve its intended purpose, is not effective or necessary, or, for any other reason the City Council determines, after consideration of the health, safety, and welfare of the public and the equities of the situation, that the variance is in the best interest of the community."

Colbe Stoker, the owner, has requested that the Council consider granting a variance in accordance with Chapter 130.16(4) to allow for the sale of alcohol.

A variance for the sale of alcohol in accordance with Chapter 130.16(4) was approved for The Shack, owned by Luke Sims and Craig Allen, at this same location on February 1, 2023.

MOTION by Justin Haschke, second by Bob Newby, to approve the variance for The Shack as presented. MOTION CARRIED unanimously.

2. Consider Approval of a Resolution Initiating the Abandonment of Saint Felix Street from Turner Street to Tarleton Street

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by LeAnn Durfey, to approve Resolution No. 2023-R-16 initiating the abandonment of Saint Felix Street from Turner Street to Tarleton Street. MOTION CARRIED unanimously.

3. Consider Approval of a Resolution Initiating the Abandonment of Saint Peter Street from West Washington Street to West Tarleton Street

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by Mark McClinton, to approve Resolution No. 2023-R-17 initiating the abandonment of Saint Peter Street from West Washington Street to West Tarleton Street. MOTION CARRIED unanimously.

4. Consider Approval of a Resolution Initiating the Abandonment of Jones Street from North Cain Street to North Lillian Street

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by LeAnn Durfey, to approve Resolution No. 2023-R-18 initiating the abandonment of Jones Street from North Cain Street to North Lillian Street. MOTION CARRIED unanimously.

5. Consider Approval of a Resolution Initiating the Abandonment of Cain Street from Jones Street to Vanderbilt

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by LeAnn Durfey, to approve Resolution No. 2023-R-19 initiating the abandonment of Cain Street from Jones Street to Vanderbilt. MOTION CARRIED unanimously.

6. Consider Approval of a Resolution Initiating the Abandonment of Vanderbilt Street from North Cain Street to North Neblett Street

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by LeAnn Durfey, to approve Resolution No. 2023-R-20 initiating the abandonment of Vanderbilt Street from North Cain Street to North Neblett Street. MOTION CARRIED unanimously.

7. Consider Approval of a Resolution Initiating the Abandonment of Neblett Street from West Jones Street to West Vanderbilt Street

City Manager Jason King presented this item to the Council.

MOTION by Justin Haschke, second by LeAnn Durfey, to approve Resolution No. 2023-R-21 initiating the abandonment of Neblett Street from West Jones Street to West Vanderbilt Street. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

8. Case No.: PD2022-003 – UPDATE

Applicant Scott Allen, Representing Stephenville Rentals 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 157 W. Washington, Parcel R29179, Being Block 5, Lot C of City Addition to the City of Stephenville, Erath County, Texas

Director of Development Services Steve Killen presented this item.

The Planning and Zoning Commission convened on June 15, 2022, and by a unanimous vote, recommended the City Council approve the rezoning request. Subsequently, on July 5, 2022, the City Council approved Ordinance No. 2022-O-20, rezoning the property from Downtown District (DT) to Planned Development District (PD). City ordinance requires annual updates to the Commission.

The Planning and Zoning Commission convened on October 18, 2023, and by a unanimous vote of 7/0, recommended the City Council approve the modified Development Schedule.

Alternatives are as follows:

- 1) Accept the recommendation of the Planning and Zoning Commission and approve the modified Development Schedule.
- 2) Deny the modified Development Schedule. Such action will require the removal of all or part of the Planned Development and cause placement in another zoning district.

9. Consider Approval of Ordinance Extending the Modified Development Schedule for Planned Development District (PD) Located at 157 W. Washington, Parcel R29179, being Block 5, Lot C of City Addition to the City of Stephenville, Erath County, Texas

MOTION by Mark McClinton, second by LeAnn Durfey, to approve Ordinance No. 2023-O-29 extending the Modified Development Schedule for Planned Development District (PD) located at 157 W. Washington, Parcel R29179, being Block 5, Lot C of City Addition. MOTION CARRIED unanimously.

10. Case No.: PD2022-004 - UPDATE

Applicant Scott Allen, Representing Stephenville Rentals 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 171 W. Washington, Parcel R29178, Being Block 5, Lot B of City Addition to the City of Stephenville, Erath County, Texas

Director of Development Services Steve Killen presented this item.

The Planning and Zoning Commission convened on June 15, 2022, and by a unanimous vote, recommended the City Council approve the rezoning request. Subsequently, on July 5, 2022, the City Council approved Ordinance No. 2022-O-21, rezoning the property from Downtown District (DT) to Planned Development District (PD). City ordinance requires annual updates to the Commission.

The Planning and Zoning Commission convened on October 18, 2023, and by a unanimous vote of 7/0, recommended the City Council approve the modified Development Schedule.

Alternatives are as follows:

- 1) Accept the recommendation of the Planning and Zoning Commission and approve the modified Development Schedule.

2) Deny the modified Development Schedule. Such action will require the removal of all or part of the Planned Development and cause placement in another zoning district.

11. Consider Approval of Ordinance Extending the Modified Development Schedule for Planned Development District (PD) Located at 171 W. Washington, Parcel R29178, being Block 5, Lot B of City Addition to the City of Stephenville, Erath County, Texas

MOTION by Justin Haschke, second by Mark McClinton, to approve Ordinance No. 2023-O-30 extending the Modified Development Schedule for Planned Development District (PD) located at 171 W. Washington, Parcel R29178, being Block 5, Lot B of City Addition.

PUBLIC WORKS COMMITTEE

Mark McClinton, Chair

12. Public Works Committee Report - October 17, 2023

Public Works Committee Chair Mark McClinton and Public Works Director Nick Williams presented this report.

Agenda Item 5: Proposed Amendment to the Household Hazardous Waste Agreement with the City of Fort Worth Environmental Collection Center

The First Amendment to the Household Hazardous Waste Agreement with the City of Fort Worth Environmental Collection Center (ECC) was discussed. It was noted that paint, oils, household cleaners, batteries, herbicides, and insecticides are the most common types of items disposed of at annual events. The ECC has proposed to raise the cost from \$50 per voucher to \$95 per voucher and the cost will be controlled by the number of vouchers issued. It was confirmed that the adopted budget includes funds for this program.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Haschke, to forward a positive recommendation to the full council to approve the First Amendment as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the First Amendment to the Interlocal Agreement with the City of Fort Worth Environmental Collection Center for the Household Hazardous Waste Program as presented.

Agenda Item 6: Professional Services Proposal from IEA for Riverside Drive Stormwater Improvements

The proposal from IEA, Inc. to design the stormwater improvements along Riverside Drive was discussed. The project would install stormwater inlets as well as a ditch to control stormwater runoff in the area. It was noted that the funds were approved in the adopted FY23-24 budget. It was noted that the proposed design cost was less than the estimated budget amount and the project should be designed within an approximate 60-day timeframe.

Following discussion, a motion was made by Mr. Haschke, seconded by Mr. Baskett, to forward a positive recommendation to the full council to approve the proposal as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the professional services proposal with IEA for the Riverside Drive Stormwater Improvements as presented.

Agenda Item 7: Professional Services Proposal from Provenance Engineering for WWTP Capital Projects

The proposal from Provenance Engineering to design equipment replacements at the wastewater treatment plant was discussed. It was noted that the 12-month design, and 12-month construction timeframes are conservative to provide a buffer for unforeseen supply chain issues with equipment procurement. It was noted that the design and estimated construction costs are approximately \$20,000

under the amount allocated in the FY23-24 adopted budget. It should be noted that there are also contingencies built into the estimated construction cost numbers.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Haschke, to forward a positive recommendation to the full council to approve the proposal as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the professional services proposal as presented.

14. Consider Approval of a First Amendment to the Household Hazardous Waste Agreement with the City of Fort Worth Environmental Collection Center

MOTION by Mark McClinton, second by LeAnn Durfey, to approve the First Amendment to the Household Hazardous Waste Agreement with the City of Fort Worth Environmental Collection Center as presented in the Public Works Committee Report. MOTION CARRIED unanimously.

13. Consider Approval of Professional Services Agreement with IEA, Inc. for the Riverside Drive Stormwater Improvements Project

MOTION by Mark McClinton, second by LeAnn Durfey, to approve the Professional Services Agreement with IEA, Inc. for the Riverside Drive Stormwater Improvements Project as presented in the Public Works Committee Report. MOTION CARRIED unanimously.

15. Consider Approval of the Professional Services Agreement with Provenance Engineering for WWTP Capital Projects

MOTION by Mark McClinton, second by Bob Newby, to approve the Professional Services Agreement with Provenance Engineering for WWTP Capital Projects as presented in the Public Works Committee Report. MOTION CARRIED unanimously.

DEVELOPMENT SERVICES COMMITTEE

David Baskett, Chair

16. Development Services Committee Report - October 17, 2023

Justin Haschke, Development Services committee member, and Steve Killen, Director of Development Services, provided the following information at the request of the Committee:

1. An RFP was initiated in Dec 2022 and a contract awarded by April 2023
2. A 12-month process officially kicked off May 2023. The process consists of four phases:

Phase 1 - Think

In this phase a project management plan was developed, and a stakeholder engagement plan was also created. A 25-member Advisory Panel was formed, and goals were identified. A kick-off meeting with city staff was held May 17, 2023, and biweekly update meetings began. On June 15, 2023, a series of Focus Groups meetings and a Downtown Walking Tour was hosted by Lionheart with an estimated 60 participants. The Advisory Panel met for the first time at the conclusion of the focus group meetings.

Phase 2 – Investigate

The second Advisory Panel meeting was held August 9 (virtual) to discuss population projections and existing conditions. Goals were revisited. On August 17, 2023, an Open House was held at the SISD Bond Auditorium. Approximately 50 people participated and provided input on the previously identified goals. Lionheart submitted the first draft of Part 1 of the plan for staff review and comment on October 12, 2023. Comments were issued.

Current Phase 3 – Create:

This phase will be to develop concepts, recommendations, and design criteria. Deliverables will include the Land Use and Growth Sector map, development alternatives, Thoroughfare Plan and an implementation roadmap. The third Advisory Panel meeting was held October 26, 2023. The third Open House was rescheduled to November 16, 2023, due to a conflict with another community event.

Phase 4 – Share

This phase will result in the submittal of the Comprehensive and Thoroughfare Plan, 2050. Public Hearings and Adoption meetings will occur. Project wrap-up is targeted for May 2023.

The project is on-schedule and within budget.

No formal action was taken by the Committee.

NOMINATIONS COMMITTEE

Maddie Smith, Chair

17. Nominations Committee Report

Agenda Item 3: Discuss and Approve Nominations to Citizen Boards and Commissions

The committee met on October 17, 2023, to review applications for Citizen Boards and Commissions.

According to the ordinance establishing the Airport Advisory Board, two absences from meetings of the advisory board in a 12-month period shall be considered a voluntary resignation.

At this time, we will accept the voluntary resignation of Chris Williams from Place 7 of the Airport Advisory Board.

We have one nomination to fill Place 7 of the Airport Advisory Board. - Craig Parks

According to the ordinance establishing the Tourism and Visitors Bureau Advisory Board, three consecutive absences from meetings of the commission shall be considered a voluntary resignation.

At this time, we will accept the voluntary resignation of Phil Greer, Place 2; Austin Hubbard, Place 4; and Sonia Olvera, Place 7 from the Tourism and Visitors Bureau Advisory Board.

We have one nomination to fill Place 7 of the Tourism and Visitors Bureau Advisory Board. Kimberly Fornes.

MOTION by Maddie Smith, second by Lon Reisman, to recommend to full council placing Craig Parks in Place 7 of the Airport Advisory Board vacated by Chris Williams. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Bob Newby, to recommend to full council accepting the voluntary resignation of Phil Greer, Austin Hubbard, and Sonia Olvera as discussed. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Bob Newby, to recommend to full council placing Kimberly Fornes in Place 7 of the Tourism and Visitors Bureau Advisory Board vacated by Sonia Olvera. MOTION CARRIED unanimously.

Agenda item #4: Discuss Status of Parks and Recreation Advisory Board and Senior Citizens' Advisory Board

The committee met on October 17, 2023, to discuss the status of the Parks and Recreation Advisory Board and Senior Citizens' Advisory Board.

There has been an ongoing issue with having a quorum for the Parks and Recreation Advisory Board. For the last 3 years most, meetings were not able to be held due to the lack of a quorum. This issue has made the staff of Parks and Leisure Services rethink having these two boards operate independently of each other.

With the Senior Center moving operations to the City Park, this created an opportunity to combine these two boards. This will give members the ability to speak into both parks and recreation and senior programs. We have many members of our Senior Center that have an interest in numerous other areas of Parks and Recreation.

There is also an issue with the number of applicants for these boards when an opening becomes available. There have been members of each board that would be happy to let a new person serve, but in many cases, there have not been any applicants. Combining these two boards and serving the interest of all programs under Parks and Leisure should provide for a more diverse pool of applicants.

Combining boards has been discussed and the Senior Center Advisory Board voted unanimously at the July 2023 meeting to combine the two boards. The Parks and Recreation Advisory Board did not have a quorum to vote, the issue was discussed without any negative feedback.

MOTION by Maddie Smith, second by Bob Newby, to recommend to full council an ordinance to repeal provisions outlined in Chapter 32, Sections 32.20 through 32.34 Parks and Recreation Advisory Board and Sections 32.50 through 32.64 Senior Citizens' Advisory Board of the Stephenville Code of Ordinances. MOTION CARRIED 2:1 with Lon Reisman abstaining.

MOTION by Maddie Smith, second by Bob Newby, to recommend to full council an ordinance creating a new section of chapter 32 of the code of ordinances known as the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

18. Consider Approval of Nominations to Citizen Boards and Commissions

MOTION by Maddie Smith, second by LeAnn Durfey, approving the nomination of Kimberly Fornes to the Tourism and Visitors Bureau Advisory Board as presented in the Committee Report from October 1, 2023. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Brandon Greenhaw, to approve the nomination of Craig Parks to the Airport Advisory Board as presented in the Committee Report from October 1, 2023. MOTION CARRIED unanimously.

19. Consider Approval of an Ordinance Repealing the Parks and Recreation Advisory Board and the Senior Citizens' Advisory Board

MOTION by Maddie Smith, second by Brandon Greenhaw, to approve Ordinance No. 2023-O-31 repealing the Parks and Recreation Advisory Board and the Senior Citizens' Advisory Board
MOTION CARRIED unanimously.

20. Consider Approval of an Ordinance Creating the Parks and Leisure Services Advisory Board

MOTION by Maddie Smith, second by Justin Haschke, to approve Ordinance No. 2023-O-32 creating the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

PUBLIC HEALTH AND SAFETY COMMITTEE

Bob Newby, Chair

21. Public Health and Safety Committee Report

Stephenville Police Department (SPD) Captain Jeremy Lanier. presented Public Health and Safety Committee Report from October 17, 2023.

The proposed configuration will allow for interoperability within a joint dispatch system, which can improve coordination and communication between different agencies during emergencies or large-scale events.

The total cost of change order #3 is \$110,492.08 with \$48,257.48 due at signing, using the credit balance of \$22,038.72 and the remainder due upon shipment and delivery of equipment. This request is to utilize funding set aside for the creation of the Erath County Joint Dispatch Center.

Following presentation and discussion: a motion was made by Mr. Bob Newby and seconded by Mrs. Maddie Smith to approve change order #3 and bring a positive recommendation to full council on November 7, 2023.

The committee voted unanimously to approve change order #3 to the system Purchase Agreement.

22. Approve a change order to the System Purchase Agreement between the City and L3 Harris

MOTION by Bob Newby, second by Maddie Smith to approve the System Agreement between the City and L3 Harris. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

23. Monthly Budget Report for the Period Ending September 30, 2023

In reviewing the financial statements ending September 30, 2023, the financial indicators are overall as or better than anticipated.

Property Tax Collections: We received \$13K in property taxes in the month of September, resulting in a \$455K increase over the funds collected last fiscal year to date. The amount collected is 98% of the budget, which is \$173K less than anticipated.

Sales and Use Tax: We received \$720K in sales tax in September, resulting in \$866K or 10% more than the funds collected last fiscal year to date. The amount collected is 104% of the \$9 million budget, which is \$364K higher than anticipated.

Revenue (by Fund): Of the \$46 million revenue received to date, 50% was received in the General Fund, 29% was received in the Water/Wastewater Fund and 6% was received in the Landfill Fund.

Revenue (Budget vs Actual): We have received 103% of the total budgeted revenues through September, which is \$1 million more than anticipated due to taxes, charges for services, court fines, and other revenue such as investment income and donations.

Revenue (Prior Year Comparison): We received \$25.1 million less in revenue through September than last year to date due to debt proceeds received in the prior fiscal year; however, we have received \$1.6

million more in taxes, \$67K more in permits, \$76K more in fines, and \$415K more in charges for services over last year to date.

Expenditures (by fund): Of the \$59.7 million spent to date, 46% was expended in the Water/Wastewater Fund, 38% was expended in the General Fund, 7% was expended the Capital Projects Fund, and 4% was expended in the Landfill Fund.

Expenditures (Budget vs Actual): We have expended 61% of the total budgeted expenditures through September, which is \$35.4 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures (Prior Year Comparison): We spent \$14.2 million more in expenditures through September than last year to date, the bulk of which is capital outlay.

SEDA Revenue Comparison: SEDA has received an overall 111% of budgeted revenue through September, which is \$21K more than last year to date and \$76K more than anticipated due to taxes and interest income.

SEDA Expenditure Comparison: SEDA has spent an overall 48% of budgeted expenditures through September, which is \$171K more than last year to date due to personnel and grant disbursements but \$954K less than anticipated due to capital outlay and grant disbursements.

24. Quarterly Investment Report for the Period Ending September 30, 2023

The City of Stephenville's total market value of cash and investments on September 30, 2023, was \$58,553,130. This is allocated 2% in demand accounts, 1% in cash/money market accounts, 3% in Certificates of Deposits, less than 1% in US Treasuries, 56% in TexStar investment pool, and 38% in TexPool investment pool.

We earned \$785K in interest for the quarter. The average yield to maturity for all account types for the quarter was 5.08%. The average yield to maturity for investment accounts for the quarter was 5.27%. The average yield to maturity for a 3-month treasury bill for the quarter was 5.29%. The weighted average maturity in days of the portfolio was 4.13 days.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

Prior to the report given by Jeff Sandford, Mayor Svien recognized awards SEDA recently received.

At the recent Annual Conference of the Texas Economic Development Council, held in Houston, The Stephenville Economic Development Authority was recognized for Outstanding Achievement in Economic Development.

SEDA was one of about 30 entities awarded, out of approximately 1,000 cities, EDC's and other organizations across the State who specialize in the development of their communities.

This is the third consecutive award for SEDA, but the first in the larger category of towns ranging from 20,000 – 50,000 in population.

SEDA Executive Director Jeff Sandford addressed the Council at tonight's Regular City Council Meeting. Mr. Sandford shared a historical recap and birthday rundown of November. He also gave an update on several ongoing SEDA projects such as Clean Control, Façade Grants, and the Career Club.

CONSENT AGENDA

25. Consider Approval of Minutes - October 10, 2023
26. Consider Approval of Minutes - October 12, 2023
27. Consider Approval of Minutes - October 17, 2023
28. Consider Approval of Municipal Court Bailiff Contract
29. Consider Approval of Purchase of Equipment for Grounds Keeping from United Ag and Turf
30. Consider Approval of Building and Grounds/Park Maintenance Equipment from Professional Turf Products
31. Consider Approval of Purchase of New Shade Structures for Splashville Water Park
32. Consider Approval of Award of Portable Restroom Bid to Texan Restrooms
33. Consider Approval of the Purchase of a Maintenance Truck for Building and Grounds
34. Consider Approval of Resolution Regarding a Financing Agreement for the Purpose of Procuring Mowers and Related Ground Maintenance Equipment
35. Consider Approval of the 536 Wellfield - Wells Project
36. Consider Approval of the Annual Firefighter Wellness Physicals
37. Consider Approval of Replacement EMS Equipment

MOTION by Mark McClinton, second by Justin Haschke, to approve the Consent Agenda items as presented. MOTION CARRIED unanimously.

COMMENTS BY CITY MANAGER

City Manager Jason King officially welcomed Jacey Wood as the new Deputy City Secretary.

He also announced several important dates coming up in November:

November 10th – City closed to observe Veterans Day

November 11th - Veterans Day ceremony

November 16th – Comprehensive Plan Open House

November 23-24th – City closed for Thanksgiving holiday.

COMMENTS BY COUNCIL MEMBERS

LeAnn Durfey – Holiday Open House for downtown businesses is November 17. Christmasville is November 25th. Businesses will be open all day with the parade and fireworks ending the day.

Mayor Doug Svien – Mayor Svien gave an update on a presentation given by Glen Hegar, Texas Comptroller of Public Accounts, that he attended at Tarleton. The Mayor also gave a shout out to his granddaughter who will be performing in a Veterans Day program.

Mayor Svien recessed the Regular City Council Meeting at 6:41 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

38. **Section 551.074. Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

1. City Secretary
2. Director of Administrative Services
3. Director of Development Services
4. Director of Finance
5. Director of Parks and Leisure Services
6. Director of Public Works
7. Fire Chief
8. Police Chief

39. Section 551.087. Deliberation Regarding Economic Development Negotiations - Project Vulcan

40. Section 551.087. Deliberation Regarding Economic Development Negotiations - Project Feather

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

Mayor Svien adjourned the Executive Session at 7:52 PM and reconvened the Regular City Council Meeting at 7:54 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

38. Section 551.074. Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

1. City Secretary
2. Director of Administrative Services
3. Director of Development Services
4. Director of Finance
5. Director of Parks and Leisure Services
6. Director of Public Works
7. Fire Chief
8. Police Chief

MOTION BY Maddie Smith, second by Mark McClinton, to approve the changes to the step program for directors listed as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

Mayor Svien adjourned the Regular City Council meeting at 7:54 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