



## SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street  
Tuesday, September 17, 2024 at 5:30 PM

### MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, September 17, 2024, in the 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 Gerald Cook  
Council Member Lonnie Reisman  
Council Member Dean Parr  
Council Member Maddie Smith  
Council Member David Baskett  
Council Member Alan Nix

**COUNCIL ABSENT:** Council Member Brandon Greenhaw

**OTHERS ATTENDING:** Jason M. King, City Manager  
Randy Thomas, City Attorney  
Sarah Lockenour, City Secretary

### CALL TO ORDER

Mayor Doug Svien called the Special City Council meeting to order at 6:45 PM.

### PUBLIC WORKS COMMITTEE

Alan Nix, Chair

#### 1. Public Works Committee Report from September 17, 2024

Committee Chair Alan Nix presented this report to the Council.

Public Works Committee met September 17, 2024, to discuss that 2024 Pavement Condition Index Update.

The city's street network includes approximately 87 centerline miles of local roadway, not including state highways, consisting primarily of asphalt surfaces as well as some concrete and brick paving. A pavement analysis captures data to classify existing pavement conditions and

helps to identify solutions for future pavement treatments and maintenance programs. The last pavement analysis was performed in 2018.

A proposal from the firm of Eugene C. Calvert P.E., former Stephenville City Engineer, is attached to this memorandum. Mr. Calvert proposes to utilize the services of Transmap Corporation, as a sub-contractor, for pavement data collection. The scope of work includes the use of automated data collection technology whereby each street is photographed with camera-mounted vehicles using a laser crack measurement system, analyzed to determine the extent and severity of multiple types of distresses, and assigned a pavement condition score. Data is then loaded into MicroPAVER, a software developed by the US Army Corps of Engineers, for analysis where a multi-year workplan will be developed. Mr. Calvert proposes to complete the work within 90-days.

Project funding for the \$52,940.10 cost is available in the adopted FY23-24 budget. The Finance Department has confirmed ample funds exist to perform the full project scope.

Staff supports approval of the professional services agreement with Eugene C. Calvert, P.E. for Pavement Management Services to update the Pavement Condition Index for the city's street network.

The Committee voted unanimously to forward this to Council with a positive recommendation.

## **2. Consider Approval of Proposal for Pavement Condition Index Update**

MOTION by Alan Nix, second by David Baskett, to approve the proposal for the Pavement Condition Index Update with Eugene C. Calver, P.E. in the amount of \$52,940.10 as presented. MOTION CARRIED unanimously.

### **FINANCE COMMITTEE**

David Baskett, Chair

## **3. Finance Committee Report from September 17, 2024**

Committee Chair David Baskett presented this report to the Council.

The Finance Committee met September 17, 2024, to consider approval of budget amendments for Fiscal Year ending September 30, 2024. The amendments were a net zero to clean up accounts for the end of the year.

The Committee voted unanimously to forward the amendments to Council with a positive recommendation.

## **4. Consider Approval of Budget Amendments for Fiscal Year Ending September 30, 2024**

MOTION by David Baskett, second by Maddie Smith, to approve budget amendments as presented.

AMENDED MOTION by David Baskett, second by Maddie Smith, to approve Ordinance No. 2024-O-24 for Budget Amendments for Fiscal Year Ending September 30, 2024, as presented. MOTION CARRIED unanimously.

### **REGULAR AGENDA**

## **5. PUBLIC HEARING**

### **Fiscal Year 2024-2025 Budget**

Mayor Svien opened the Public Hearing at 6:47 PM for the consideration of the 2024-2025 budget.

Jason King presented 2024-2025 budget for consideration by Council

Council Member Nix asked if there was room in this year's budget to address the cost-of-living adjustment for retired City employees.

City Manager stated there is not a recommendation for that in the 2024-2025 budget, but it is evaluated annually with TMRS. This year, there is not a recommendation for a cost-of-living adjustment, but it can be added at the pleasure of the Council.

Council Member Nix stated he appreciates that is it considered and hopes it will continue to be considered for future budgets.

No one from the public spoke in favor or opposition to the 2024-2025 budget.

Mayor Svien closed the Public Hearing at 6:56 PM.

**6. Consider Adoption of Ordinance for Annual Operating Budget for Fiscal Year 2024-2025**

MOTION by Alan Nix, second by David Baskettt, to approve Ordinance No. 2024-O-25 adopting the annual operating budget for Fiscal Year 2024-2025. MOTION CARRIED unanimously through Roll Call Vote as follows:

For:

Council Member Place 1, LeAnn Durfey  
Council Member Place 2, Gerald Cook  
Council Member Place 3, Lonnn Reisman  
Council Member Place 4, Dean Parr  
Council Member Place 5, Maddie Smith  
Council Member Place 6, David Baskettt  
Council Member Place 8, Alan Nix

Against:

None

**7. Consider Ratifying the Property Tax Increase Reflected in the FY 2024-2025 Annual Operating Budget**

MOTION by David Baskettt, second by Dean Parr, Ratifying the Property Tax Increase Reflected in the FY 2024-2025 Annual Operating Budget. MOTION CARRIED unanimously through Roll Call Vote as follows:

For:

Council Member Place 1, LeAnn Durfey  
Council Member Place 2, Gerald Cook  
Council Member Place 3, Lonnn Reisman  
Council Member Place 4, Dean Parr  
Council Member Place 5, Maddie Smith  
Council Member Place 6, David Baskettt  
Council Member Place 8, Alan Nix

Against:

None

**8. Consider Adoption of Ordinance Setting Fee Schedule for Fiscal Year 2024-2025**



MOTION by LeAnn Durfey, second by Gerald Cook, to approve Ordinance No. 2024-O-26 setting the Fee Schedule for Fiscal Year 2024-2025. MOTION CARRIED unanimously through Roll Call Vote as follows:

For:

Council Member Place 1, LeAnn Durfey  
Council Member Place 2, Gerald Cook  
Council Member Place 3, Lonon Reisman  
Council Member Place 4, Dean Parr  
Council Member Place 5, Maddie Smith  
Council Member Place 6, David Baskettt  
Council Member Place 8, Alan Nix

Against:

None

## 9. PUBLIC HEARING

### 2024 Tax Rate

Mayor Svien opened the Public Hearing at 7:00 PM for the consideration of the 2024 Tax Rate.

Jason King presented the 2024 Tax Rate for consideration by Council

No one from the public spoke in favor or opposition to the 2024 Tax Rate.

Mayor Svien closed the Public Hearing at 7:02 PM.

## 10. Consider Adoption of Ordinance Setting Tax Rate for 2024

MOTION by David Baskettt, second by Maddie Smith, that the property tax rate be increased by the adoption of a tax rate of 0.3829, which is effectively a 4.62 percent increase in the tax rate. MOTION CARRIED unanimously through Roll Call Vote as follows:

For:

Council Member Place 1, LeAnn Durfey  
Council Member Place 2, Gerald Cook  
Council Member Place 3, Lonon Reisman  
Council Member Place 4, Dean Parr  
Council Member Place 5, Maddie Smith  
Council Member Place 6, David Baskettt  
Council Member Place 8, Alan Nix

Against:

None

## ADJOURN

Mayor Svien adjourned the Special City Council Meeting at 7:03 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.*

  
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David Baskett, Mayor Pro Tem

ATTEST:

  
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Sarah Lockenour, City Secretary

