



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, December 01, 2020 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, December 1, 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: Mayor Doug Svien
Mayor Pro Tem Mark McClinton
Council Member Justin Haschke
Council Member Nick Robinson
Council Member Brady Pendleton
Council Member Ricky Thurman
Council Member Gerald Cook
Council Member Brandon Huckabee

COUNCIL ABSENT: Council Member Alan Nix

OTHERS ATTENDING: Allen Barnes, City Manager
Randy Thomas, City Attorney
Staci King, City Secretary

CALL TO ORDER

REGULAR AGENDA

1. Recognition of Fire Chief Jimmy Chew for 50 Years of Service to the City of Stephenville

Mayor Svien read the following proclamation in honor of Chief Jimmy Chew:

"Whereas, today, December 1, 2020, marks the 50th anniversary of Fire Chief Jimmy Chew's employment with the City of Stephenville; and

Whereas, Chief Jimmy Chew has faithfully served the citizens of Stephenville with sound, effective leadership for over 50 years, beginning his career with the Stephenville Fire Department on December 1, 1970; advancing to Assistant Fire Chief on January 1, 1988; and being named Fire Chief on October 1, 2005; and

Whereas, today, and every day, we recognize Chief Jimmy Chew for his outstanding character, work ethic, and intelligence; and,

Whereas, Chief Jimmy Chew has dedicated his life to the service and protection of the families, and property of our community, as well as our state and country; and

Whereas, the City Council of the City of Stephenville wishes to recognize Chief Jimmy Chew for his exceptional dedication to the city of Stephenville.

NOW, THEREFORE, the Stephenville City Council hereby congratulates Chief Jimmy Chew for 50 years of dedication to the City of Stephenville, his fellow firefighters, and his fellow man and honors his faithful and loyal devotion to the Stephenville Fire Department and all those it serves. In recognition of his extraordinary dedication, we hereby proclaim December 1, 2020 "Fire Chief Jimmy Chew Day" in the City of Stephenville, Texas."

Chief Chew was also presented with a certificate from the Texas Governor's Office commissioning him as an Admiral in the Texas Navy.

2. Presentation on FFA Ford Leadership Scholar Projects

Chloe Krause and Ryan Hess made a presentation to council regarding their Ford Leadership Scholars projects, which would add trash cans and exercise equipment to the Bosque River Trail.

3. Consider Approval of Operational Changes Due to COVID-19

City staff will begin a work from home rotation in order to ensure the continuance of government. No action required by council.

TOURISM AND VISITORS BUREAU COMMITTEE

Justin Haschke, Chair

4. Tourism and Visitors Bureau Committee Report

Justin Haschke, chair, gave the committee report.

5. Consider Approval of an Ordinance Amending Chapter 36, Article II *Hotel Occupancy Tax* of the City of Stephenville Code of Ordinance

MOTION by Justin Haschke, second by Brady Pendleton, to approve Ordinance No. 2020-O-39 amending Chapter 36, Article II *Hotel Occupancy Tax*. MOTION CARRIED by unanimous vote.

PUBLIC WORKS COMMITTEE

Alan Nix, Chair

6. Committee Report - November 17, 2020

Nick Williams, Director of Public Works, gave the committee report.

7. Consider Approval of the Fourth Amendment to Waste Connections Exclusive Franchise Agreement

MOTION by Brady Pendleton, second by Mark McClinton, to approve the fourth amendment to the Waste Connections Exclusive Franchise Agreement. MOTION CARRIED by unanimous vote.

8. Consider Approval of a Professional Services Agreement for the Airport Pump Station Expansion Project

MOTION by Mark McClinton, second by Justin Haschke, to approve a professional services agreement with Provenance Engineering for the Airport Pump Station Expansion Project. MOTION CARRIED by unanimous vote.

9. Consider Approval of a Resolution for the Final Acceptance of the Eastside Sewer Lift Station

MOTION by Mark McClinton, second by Gerald Cook, to approve Resolution No. 2020-R-23 for the final acceptance of the Eastside Sewer Lift Station. MOTION CARRIED by unanimous vote.

DEVELOPMENT SERVICES COMMITTEE

Brandon Huckabee, Chair

10. Development Services Committee Report - November 17, 2020

Brandon Huckabee, chair, gave the committee report.

PUBLIC HEALTH AND SAFETY COMMITTEE

Brady Pendleton, Chair

11. Public Health and Safety Committee Report - November 19, 2020

Brady Pendleton, chair, gave the committee report.

12. Consider Approval of a Private Owned Ambulance Permit for CareFlite

MOTION by Brady Pendleton, second by Nick Robinson, to approve a Private Owned Ambulance Permit for CareFlite. MOTION CARRIED by unanimous vote.

13. Consider Approval of Expenditure for Purchase of Personal Protective Equipment Awarded from the Office of the Governor Grant Application #4135701

MOTION by Brady Pendleton, second by Ricky Thurman, to approve an expenditure for the purchase of personal protective equipment from Grant No. 4135701. MOTION CARRIED by unanimous vote.

14. Consider Approval of CRIMES Annual License

MOTION by Brady Pendleton, second by Nick Robinson, to approve the CRIMES annual license expenditure. MOTION CARRIED by unanimous vote.

15. Consider Approval of Stephenville Police Department Interview Room Camera Systems Replacement

MOTION by Brady Pendleton, second by Ricky Thurman, to approve the replacement of interview room cameras at the Stephenville Police Department. MOTION CARRIED by unanimous vote.

FINANCIAL REPORTS

16. Monthly Budget Report for the period Ending October 31, 2020

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

In reviewing the financial statements ending October 31, 2020, the financial indicators are better than expected.

Property tax – We received \$342K in property taxes in the month of October, resulting in a \$48K or 16.46% increase over funds collected last October. The \$342K collected is 5.14% of budget, which is slightly higher than the 4.8% anticipated.

Sales Tax – We received \$629K in sales tax in October, resulting in \$82K or 14.96% more than the funds collected last October. The \$629K collected is 10.1% of the \$6.23 million budgeted, which is about 1% more than anticipated.

HOT Funds – We received \$40 in interest revenue in the Hotel Occupancy Tax fund in October, as compared to \$359 last October. We spent \$89K in Hotel Occupancy Tax funds through October as compared to \$8K last year due to the Day Tripper contract.

Revenue (Budgetary Comparison) – The target budget for operating revenue is \$2 million. We received \$2.1 million in revenue through October, resulting in \$97K over the target budget. This is a result of property taxes, sales taxes, and service charges.

Expenditures (Budgetary Comparison) – The target budget for operating expenditures is \$2.05 million. We expended \$1.98 million in October resulting in \$71K under the target budget.

CONSENT AGENDA

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

17. Minutes - Regular City Council Meeting - November 3, 2020
18. Minutes - Special City Council Meeting - November 10, 2020
19. Minutes - Special City Council Meeting - November 16, 2020
20. Minutes - Council Work Session - November 16, 2020
21. Minutes - Special City Council Meeting - November 17, 2020
22. Approval of Bid No. ITB 3285 – Three Police Vehicles, Lease
23. Approval of Bid No. ITB 3286 – Police Vehicle Equipment
24. Approval of Bid No. ITB 3287 – Utilities and Street Department Vehicles
25. Approval of Items to be Sold at Auction

COMMENTS BY CITY MANAGER

- *Erath County United Way "Light up the Night" event in City Park beginning Friday, December 4 at 6:00 p.m. - 9:30 p.m. Open Friday, Saturday, and Sunday nights through December 20.
- *Applications for Citizen Boards and Commissions due Friday, December 11 by 5:00 p.m.
- *Holly Jolly Christmas - Monday, December 14 6:00 - 9:00 p.m.
- *Council Committee Meetings - Tuesday, December 15 at 5:30 p.m.
- *City offices closed December 24 and 25 for Christmas Holiday
- *Applications for Utility Bill Assistance Grant due by December 31
- *City offices closed January 1 for New Year's Day
- *Regular City Council Meeting - Tuesday, January 5, 2020 at 5:30 p.m.

COMMENTS BY COUNCIL MEMBERS

Justin Haschke thanked the Erath County United Way for putting together the "Light up the Night Christmas Celebration" and encouraged everyone to attend and support a great cause.

Brandon Huckabee thanked Jimmy Chew for his years of service to the City. He said it is a true testament to dedication, loyalty, and hard work. He also commended Chloe Krause and Ryan Hess on their project and encourage the community to donate. Mr. Huckabee also encouraged everyone to attend "Light up the Night."

Mark McClinton thanked Jimmy Chew for his service to the City. He also thanked Steve Killen and Brandon Huckabee for their hard work and dedication on the sidewalk program.

Ricky Thurman thanked Jimmy Chew for his service to the City. He also recognized those that organized the lighted Christmas parade: Julie Lowrance at Frame, Etc., Julie Smith, and Asheigh Feuerbacher. He also thanked SEDA and the Erath County Commissioner's Court for helping fund new decorations downtown.

Gerald Cook thanked Jimmy Chew for his service to the City. He stated that he was glad to see so many festive activities going on in Stephenville, from the lighted parade to Erath County United Way's "Light up the Night" event.

Doug Svien thanked Jimmy Chew for his service to the City. He also challenged the council members to donate at least \$500 to the FFA project.

ADJOURN

The meeting was adjourned at 6:22 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary