

MINUTES OF REGULAR BUSINESS MEETING
City of Stephenville - City Council
Tuesday, November 4, 2008, 5:30 P.M.

The City Council of the City of Stephenville, Texas, convened on November 4, 2008, at 5:30 p.m., 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:

Mayor	:	Nancy Hunter
Mayor Pro-Tem	:	Malcolm Cross
Council members	:	Pat Shelbourne Russ McDanel Alan Nash Alan Nix Scott Evans
Absent	:	Mark Murphy
Others Attending	:	Mark A. Kaiser, City Administrator Randy Thomas, City Attorney Cindy L. Stafford, City Secretary

- I. **Call to Order.** The meeting of the Stephenville City Council was called to order at 5:30 p.m. on Tuesday, November 4, 2008. Mayor Hunter noted that the Police Chief, Fire Chief, and staff directors were all present.
- II. **Citizen's General Discussion.** No one wished to address the council concerning matters not on the agenda.
- III. **Datamax Annual Report**

Judy Baltz, Contract Administrator, addressed the council and reviewed the services provided by Datamax. She explained that theirs is a proactive approach to the city's technology infrastructure. A consultant calls on the city every other week for five hours. Jason Smith, the current consultant, was present at the meeting to answer questions. The consultant stays in communication with key staff members concerning specific problems or assistance. Project recommendations for 2009 include the following:

- Technology Plan
- Windows Vista and Office 2007 Training
- Windows 2008 Server Implementation
- Exchange 2007 Upgrade
- Repurpose old Exchange Server as a Disk Based Backup solution
- Disaster Recovery Plan (DRP)

MOTION by Alan Nix, second by Pat Shelbourne, to accept the Datamax report. MOTION CARRIED.

IV. PLANNING AND ZONING COMMISSION—Preliminary Plat for Christy Plaza Phase II

Betty Chew, Director of Community Development, gave the staff report. This subdivision is located on the 2800 block of West Washington. The preliminary plat represents a 14-lot subdivision, which will be developed in phases. The majority of the lots will be ½-acre in size; two lots will be 1½ acre; and one, 5½ acre. The Planning and Zoning Commission recommends approval of the preliminary plat with the following changes to be incorporated in the final plat:

1. The existing utility easement crossing Lot 14 must be identified. If the gas line is relocated the utility easement can be abandoned under a separate instrument.
2. Twenty-five foot utility easements are required for commercial and industrial subdivisions.
3. Change the block number to Block 2 to eliminate confusion with the original Christy Plaza Addition.
4. Legal description to reflect the William Motley Survey Abstract 515, not Block 157 City Addition; as there is no recorded plat.

MOTION by Alan Nash, second by Russ McDanel, to approve the preliminary plat and adopt the recommendations from the Planning and Zoning Commission set out above. MOTION CARRIED.

V. Consider 2009 Budget Amendment of the Erath County Appraisal District

The Erath County Appraisal District Board of Directors does not have a proposal for the council to consider at this time. This matter will be addressed at a future date.

VI. Solid Waste Management Committee Report

A. Consider Approval of Changing the Name of the Committee to Environmental Management Committee

MOTION by Russ McDanel, second by Alan Nix, to change the name of the committee to Environmental Management Committee. MOTION CARRIED.

B. Consider Approval of Contract with BWR Corporation for Landfill Expansion

MOTION by Russ McDanel, second by Alan Nash, to approve the agreement with BWR Corporation for landfill expansion

C. Consider Approval of Bid Awards for Landfill Equipment

MOTION by Russ McDanel, second by Alan Nix, to accept the bid from Holt Caterpillar of \$268,281 for an articulated haul truck and the bid from Continental Equipment Company of \$220,100 for a hydraulic excavator. MOTION CARRIED.

D. Solid Waste Contract with IESI, Inc.

Chairman McDanel reported the IESI, Inc. presented a proposal for CPI rate adjustments. Also discussed was an option to implement automated service using poly carts and consideration of curb side recycling. A proposal will be forthcoming.

E. Recycling

McDanel said that the committee is very interested in meeting the wants and needs of residents who want to recycle. A list of recycling receptacles was formulated.

VII. Planning and Development Committee Report

A. Street Projects 2009

Chairman Scott Evans reported that street projects have been categorized in three areas—preventive maintenance projects, annual reconstruction area, and capital projects. Evans reported that the city has an interlocal agreement with the city of Hurst for the purpose of procuring services for slurry seal work. The unit price for FY08/09 is \$1.91 per square yard, and the proposed project area is approximately 37,000 square yards for an anticipated cost of \$70,670. The project area is Ollie, West Pecan, West Park, Kight, West Oak, Clinton, West Elm, and Stephen streets.

MOTION by Scott Evans, second by Alan Nix, to approve the annual slurry seal project. MOTION CARRIED.

The proposed construction area for the 08/09 street reconstruction program include the following streets: Tanglewood Trail, Tanglewood Court, Tanglewood Circle, Tanglewood Lane, Inglewood, Briarwood, and Bluebonnet. The probable cost estimate is \$523,500 with engineering costs set at 5% of construction cost.

MOTION by Scott Evans, second by Pat Shelbourne, to approve the 08/09 street reconstruction project. MOTION CARRIED.

Evans presented the recommended capital project areas as follows: West Frey Street (Rowland to Rome) with a probable cost of \$600,000; Alternate 1—Northside sidewalk, \$141,000; Alternate 3—Dale/Harbin intersection (concrete), \$80,000; North Dale Avenue intersection (concrete), \$221,080; Long Street (Lillian to railroad crossing), \$166,300. Evans also reported that an extension of Tab Street to Lingleville Highway is in the planning stages with construction beginning in 2009.

MOTION by Scott Evans, second by Pat Shelbourne, to approve West Frey, Alternate 1, Alternate 3, North Dale Avenue, and Long Street as the capital project area and to approve the contract with Schrickel Rollins and Associates, Inc. MOTION CARRIED.

B. Facilities

Evans said that he is real happy that the council, as a whole, has come to decisions concerning the recreation/civic center/senior citizens center. The proposal is to build that facility in the city park. He added that some conclusion has been accomplished with regard to the library, which is planned on being built in Optimist Jaycee Park.

C. Aquatic Facility

The schedule for this facility provides for a bid award in December with a goal to be open for operation in the summer of 2009.

D. Park Grants

There are four grant opportunities through the Texas Parks and Wildlife Department—Outdoor Recreation Grants, Indoor Recreation Facility Grants, Small Community Grants, and Recreational Trail Grants. Staff will be gathering more information. An updated park master plan is required for each grant program. Schrickel Rollins and Associates, Inc. will be submitting a proposal to update the plan.

VIII. Consider Approval of Ordinance No. 2008-25 Establishing an Identity Theft Prevention Program

MOTION by Alan Nash, seconde by Russ McDanel, to refer this matter to Finance Committee for discussion at their next committee meeting. MOTION CARRIED.

IX. CONSENT AGENDA

MOTION by Pat Shelbourne, second by Alan Nix, to approve the Consent Agenda. MOTION CARRIED.

A. Approve Minutes

- 1. Regular Council Meeting on October 7, 2008**
- 2. Special Council Meeting on October 14, 2008**

B. Annual Service Contracts

- 1. Janitorial Services**
- 2. Street Sweeping**
- 3. Food Service Inspection**

C. Approve Addendum Extending Depository Contract for One Year

D. Authorization to Sell Pool Filter Disposal

E. Bid Awards

- 1. Street Materials**

X. Comments by City Administrator

Mark Kaiser reported on the following:

Construction Updates: In the area of Clinton, Sloan, Ollie, Jones, Cain streets, stormwater drainage improvements continues with the gas lines being replaced. Stormwater drainage is scheduled in four-month incremental sections. Currently work is concentrated from Clinton to Sloan, stopping at Ollie Street, and will continue in this area for about two more months.

The closure of Ollie Street from Tarleton Street to Green Street is work on Ollie Mary Thoroughfare construction.

Airport: The old terminal building has been demolished, and construction on the new terminal has begun.

XI. Comments by Councilmembers

Mayor Hunter reminded voters that the polls will be open for another 46 minutes.

XII. Adjourn

MOTION by Pat Shelbourne, second by Alan Nix, to adjourn the meeting. MOTION CARRIED by unanimous vote at 6:15 p.m.

Nancy A. Hunter, Mayor

ATTEST:

Cindy L. Stafford, City Secretary