AGENDA
CITY COUNCIL - SPECIAL MEETING
TUESDAY, JUNE 3, 2025
1371 WEST FM 550 - MCLENDON-CHISHOLM, TEXAS 75032
1:00 PM

Page

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS

3. RULES OF DECORUM

4. CITIZEN COMMENTS

5. CONSENT AGENDA

3 5.1. Consider approving staff to negotiate an Enterprise Resource Planning System (ERP) for the City with an upfront cost of up to $49,999 and an ongoing cost of up to $4000 per month as well as hiring an Accounting Clerk, near time of implementation, at a standard rate for such a position in addition to the current employee benefits. (Jeff White)
05.09.25 Staff Report - ERP

4 - 12 5.2. Consider approval of minutes May 09, 2025 Council Meeting (City Administrator)
Minutes for May 9, City Council Meetings revised (1)

6. ITEMS FOR DISCUSSION AND ACTION

6.1. Discuss and consider approval of sending a letter to the court in conjunction with RCH to end litigation and mediation related to RCH Water Supply Corporation VS City of McLendon-Chisholm, and Taylor-Duncan Interests, LLC., Cause No 1-24-1646, pending in 382nd District Court of Rockwall County, Texas. (Mayor Bryan McNeal)

7. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

8. EXECUTIVE SESSION

Pursuant to Texas Government Code: Section 551.071(1) and 551.071 (2) - Consultation with Attorney. An Executive Session will be conducted to discuss and receive legal advice concerning pending litigation and/or settlement order, or on a matter in which the duty of the attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, related to the following: *RCH Water Supply Corporation Vs City of McLendon-Chisholm, and Taylor-Duncan Interests, LLC*., Cause No. 1-24-1646, pending in the 382nd District Court of Rockwall County, Texas.

9. ADJOURN

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session in order to see confidential legal advice from the City Attorney on any agenda item herein.

I, Angela Jennings, do hereby certify that the above Notice of Meeting of the City Council of McLendon-Chisholm, Texas was posted or before 5:00 p.m., May 30, 2025 on the outside bulletin board at City Hall, a place convenient and readily accessible to the public at all times.

City of McLendon-Chisholm

Staff Report

Date: May 9, 2025

Agenda Item: Action and Consideration to allow staff to negotiate for an Enterprise Resource Planning System (ERP) for the City with an upfront cost of up to $49,999 and an ongoing cost of up to $4000 per month as well as hiring an Accounting Clerk, near time of implementation, at a standard rate for such a position in addition to the current employee benefits.

Financial Impact: Upfront costs for set up and design and ongoing costs for Hosted Maintenance and Support as well as salary and benefits for a new FTE.

Background: The City currently has many manual processes that leave room for errors and mistakes, as well as complicated record keeping difficulties. The City also uses QuickBooks Online for its accounting and payroll and a 3rd party billing company, Inframark, for its Utility Billing. An ERP would eliminate the cost and need for 3rd party billing, the cost of QuickBooks, and the complex manual recording and tracking processes. It would add interconnectivity for Accounting, Utility Billing, Planning, Permitting, Code Compliance, and more as well as an online record keeping system.

Presenter: Jeff White, Finance Director

AGENDA
CITY COUNCIL - SPECIAL MEETING
FRIDAY, MAY 9, 2025
1371 WEST FM 550 - MCLENDON-CHISHOLM, TEXAS 75032
3:00 PM

In Attendance:

Mayor Bryan McNeal
Council Member Jerry Brewer
Council Member Arik Towry
Council Member Donald Goodwin
Council Member John Powers

Staff:
City Administrator, Bev Stebbins
City Attorney, Michael Halla
City Secretary, Angela Jennings
Finance Director, Jeff White
City Planner, Mike Coker
Fire Chief, Jim Simmons
Fire Marshal, Eddie Stough

1. CALL TO ORDER

Mayor calls the meeting to order at 3:00 PM

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS

Jennifer Hoffman leads the council and audience in the Invocation.
Council Member Brewer leads council and audience in both US and Texas Pledges

3. AGENDA APPROVAL

Mayor asks if there are any changes the council wants to make to the Agenda

4. RULES OF DECORUM

Mayor reminds everyone to treat each other with respect.

5. CITIZEN COMMENTS

There were NO Citizens Comments

6. CONSENT AGENDA

6.1. Consider approval of the Repeal of Resolution 2023-06 of the City of McLendon-Chisholm, approving the terms and conditions in the general of a water system asset transfer agreement and Resolution 2024-02 amending the Terms and Conditions in a General Water Agreement with RCH set forth in 2023-06. (Mayor Bryan McNeal)

6.2. Consider approving the Repeal of Resolution 2024-05, on City Council Policy on Agenda Preparation, Sponsorship, and Approval and the Repeal of Resolution 2025-02 updating 2024-05. (Mayor Bryan McNeal)

6.3. Consider approving the Repeal of Resolution 2024-08 calling for a 45 day cooling off period for items on the agenda that have been denied or defeated. (Mayor Bryan McNeal)

6.4. Consider the Repeal of Resolution 2022-12 of the City of McLendon Chisholm approving a CCN in the City Limits and portions of the ETJ. (Mayor Bryan McNeal)

6.5. Consider approval to abolish the following committees: Water committee established 11/2022 and restructured in 2024, Town Hall Committee established 2024, Growth Strategy Committee 2024, Development Committee (2024), Ethics Committee (Mayor Bryan McNeal)

6.6. Consider approval to revoke and repeal the Travel Policy approved on April 22, 2025 (Mayor Bryan McNeal)

6.7. Consider approval to repeal the Cancellation of the Contract with the City of McLendon-Chisholm, Sonoma Verde (TDI) and RCH, allowing the continued service and existing contract to stay in place. (Mayor Bryan McNeal)

` 6.8. Consider approval of the Repeal of the following Ordinances: Franchise Fee Ordinance 2023-05 between City of McLendon-Chisholm and RCH, Franchise Fee Ordinance 2023-06 between the City of McLendon-Chisholm and High Point SUD, Franchise Fee Ordinance 2023-07 between City of McLendon-Chisholm and BWSC (Blackland Water Supply Corp.) (Mayor Bryan McNeal)

6.9. Consider approval of a No Smoking Ordinance for Public Buildings in the City of McLendon-Chisholm. (City Administrator)

6.10. Consider approval of a Resolution which requires members of the City Council to take Annual Harassment Training provided by the City. (City Administrator)

6.11. Consider approving an Ordinance amending the Code of Ordinances, repealing and replacing in its entirety Section 3.02.001 "Codes Adopted: by Adopting the 2021 International Property Maintenance Code, 2021 International Building Code, the 2023 National Electric Code, The 2021 International Plumbing Code, 2021 International Mechanical Code , the 2021 International Energy Conservation Code, the 2021 International Residential Code, the 2021 International existing Building Code, the 2021 International Swimming Pool and Spa Code, the 2021 International Fuel and Gas Code, and the 2021 International Fire Code, providing a repealing clause , a severability Clause and Effective Date. (City Administrator)

6.12. Discuss and consider approval of an Ordinance amending Section 3.01.001 of Chapter 3, "Building Regulations" of the Code of Ordinances by amending the Fee Schedule. (Finance Director)

6.13. Consider approval of the Minutes from April 22, 2025 (City Administrator)

Council Member Jerry Brewer Makes a motion to approve items 6.01 through 6.13
Council Member Donald Goodwin Seconds the Motion
Motion Passes: Unanimously

7. ITEMS FOR DISCUSSION AND ACTION

7.1. Discuss and consider approval of Safe Haven Contract (City Administrator)

Mayor Recognized Commissioner Stacey to step up and speak on Safe Haven.

Mr. Stacey thanks the council and the city for allowing this to happen. It is an amazing opportunity for the entire county!
Bev Stibbens gives the staff report and explains what the "Baby Box" is and talks About the system. She is asking for permission to move forward with the contract.

Mayor points out that if the Baby Box saves one child it is so worth it. All the Council Members believe that this is absolutely the right thing to do.

Council Member Brewer makes the motion to approve
Council Member Donald Goodwin seconds the vote
Motion passes: Unanimously

Short recesses to shake hands with the commissioner and all those involved.
Mayor Moves 7.2, 7.3, 7.4 to end of the meeting.

7.2. Discuss and consider approving a Resolution canvassing the returns of the Special Election held on May 3, 2025 for the purpose of repealing the one-quarter of one percent sales and use tax within the city currently being used to reduce the property tax rate. This portion of the sales and use tax shall be earmarked exclusively for public safety and/or streets & roads. (City Administrator)

7.3. Discuss and consider approving a Resolution of the City Council of the City of McLendon-Chisholm, Texas, canvassing the returns and declaring the results of the Special Election for the Adoption of a Home Rule Charter.

7.4. Discuss and consider approving an Ordinance ordering and declaring the 2025 Home Rule Charter Adopted and Providing for an effective date.

7.5. Discuss and consider approval of a preliminary plat that provides for the creation of one lot on 2.275 acres of land located generally south of the southern city limits and south of the intersection with FM 548 with frontage on SH 205. (City Planner)

Mr. Halla tells the council that this is supposed to be a final plat and this can be discussed but not voted on.

After Executive session: It was discovered that this was a preliminary plat
Motion made to approve
Made by Council Member Brewer
Seconded by Council Member Goodwin
Motion passed: Unanimously

7.6. Discuss and consider the appointment of New Mayor Pro Tem for the City of McLendon-Chisholm. (City Administrator)

Mayor nominated Jerry Brewer as Mayor Pro Tem.

Motion made by: Council Member Arik Towry
Second by: Council Member Donald Goodwin
Motion passes: Unanimously

7.7. Discuss and consider approving newly appointed Mayor Pro Tem replacing Dan Tucker as authorized signer on checks for City of McLendon-Chisholm. (City Administrator)

Motion to approve
Made by: Mayor Pro Tem Jerry Brewer
Seconded by: Donald Goodwin
Motion passes: Unanimously

7.8. Discuss and consider approval of City Council Policy on Agenda Preparation, Sponsorship, and Approval. (City Administrator)

Motion made to approve the revised Agenda Prep Resolution
Made by: Mayor Pro Tem Jerry Brewer
Seconded by: Council Member John Powers

Bev Stibbens gives a staff report and explains the changes made to the original Agenda prep resolution.
There was no question from the council.

Motion passes: Unanimously

7.9. Consider approval to allow staff to negotiate for an Enterprise Resource Planning System (ERP) for the City With an upfront cost of up to $49,999 and an ongoing cost of up to $4000 per month as well as hiring an Accounting Clerk near time of implementation, at a standard rate for such a position in addition to the current employee benefits. (Finance Director)

Motion to Discuss and approve the negotiation for the ERP
Made by: Mayor Pro Tem Jerry Brewer
Seconded by: Council Member Donald Goodwin

Jeff White, Financial Director, gives the staff report on the ERP system, informing the council what the system is and why it would be good value To the city, comparing what we do now and how this system will enhance the city's efficiency. He compares the vendor information that he has received and gives his top two that he believes are our best choices.

Jeff explains the spreadsheets that he has provided to the council members and Audience. He says that it is a long process, but it will pay for itself within a few months we will break even. With either vendor within 1 year we will be saving the city money. He points out the advantages of having this system and the advantages of bringing some of our services in-house. Part of the system can be set in place within about 3 months; the accounting part will take about a year to complete.

Arik Towry asks about the Demos and about the Vendors. Mr. White let them Know that one of the vendors is local.

Jerry Brewer asks about the system itself. Mr. White informs him that the software is set up so that when updates to the system come out, we will not be required to purchase new software.

Council Member Goodwin thanks Jeff for the presentation and his work on getting these options together. He asks if one is better than the other as far as Being able to add services in the future. There is a short discussion between the Council members and Jeff White.

Council Member Powers pointed out that the vendor price was higher than than the number in 7.09. There is a short decision with the council and attorney as to how they adjust the number.

Bev asks that this be moved to consent with the correct amount for Agenda on June 10, 2025

7.10. Discuss and consider approving an amended Travel Policy.
(City Administrator)

Motion to approve the Travel Policy
Made by: Mayor Pro Tem Jerry Brewer
Seconded by: John Powers

Bev Stibbens explains what the travel policy changes are and there are no Questions from the council

Motion passes: Unanimously

There was no executive session.

8. EXECUTIVE SESSION

The City Council for the City of McLendon-Chisholm, Texas, reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, §551.072 - Real Property; §551.073 - Prospective Gifts; §551.074 - Personnel Matters; §551.076 - Security Devices; §551.086 - Utility Competitive Matters; and §551.087 - Economic Development Negotiation

9. ACTION TAKEN AS RESULT OF EXECUTIVE SESSION

10. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Mayor talks about the Memorial Day celebration at City Hall and the lunch being provided to all veterans from 11-1.
Bev Stibbens asks everyone to tell the Mayor Happy Birthday! Audience sings Happy birthday!
Bev announces the city council 6th seat and invites anyone who is interested to reach out to her and let us know., she also reminds the council of the newly Elected event being held by Rockwall Chamber at the Habor Hilton.
She announced the new hours of city hall.
TML orientation will be held twice this summer, Council members, please let her Know which one you will want to attend.
TML Annual Conference, please let her know if you want to attend.
Also she announces summer hours for CWD
She also announces that we have hired a city planner who will start on the 12th.
Mayor puts the council into recess until 5:02 PM

Mayor reconvenes the meeting at 5:02 PM to vote on canvassing the election results.

7.2. Discuss and consider approving a Resolution canvassing the returns of the Special Election held on May 3, 2025, for the purpose of repealing the one-quarter of one percent sales and use tax within the city currently being used to reduce the property tax rate. This portion of the sales and use tax shall be earmarked exclusively for public safety and/or streets & roads. (City Administrator)

Motion to approve
Made by Jerry Brewer
Seconded by Arik Towry
Motion passes: Unanimously

7.3. Discuss and consider approving a Resolution of the City Council of the City of McLendon-Chisholm, Texas, canvassing the returns and declaring the results of the Special Election for the Adoption of a Home Rule Charter.

Motion to approve the canvassing
Made by Jerry Brewer
Seconded by: John Powers
Motion passes: Unanimously

7.4. Discuss and consider approving an Ordinance ordering and declaring the 2025 Home Rule Charter Adopted and Providing for an effective date.

Motion to approve adopting Home Rule Charter
Made by: Jerry Brewer
Seconded by: Arik Towry
Motion passes: Unanimously

10. **ADJOURN**

Mayor adjourns the meeting at 5:07 PM