



Regular Meeting

Thursday, March 13, 2025, 10:00 AM
City Hall, Conference Room
298 W Washington
Stephenville, Texas 76401

AGENDA

CALL TO ORDER

REGULAR AGENDA

1. Approve February 13 Meeting Minutes
2. Managers Report
3. Officer Elections
4. 2025 Work Plan Review
 1. Review 2022 Main Street Board Report

CITIZENS GENERAL DISCUSSION

ADJOURN

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.



MAIN STREET STEPHENVILLE

MAIN STREET ADVISORY BOARD

City Hall Conference Room
Thursday, February 13, 2025 at 10:00 AM

MINUTES

The Main Street Advisory Board of the City of Stephenville, Texas, convened on Thursday, February 13, 2025, in the City Hall Conference Room, for the purpose of a Main Street Advisory Board, 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:

BOARD MEMBERS PRESENT: Scott Allen
Dr. Aimee Shouse
Carleen Sutton
Kennedy Voelker

BOARD MEMBERS ABSENT: Rita Cook, Joycelyn Perez

OTHERS ATTENDING: Ashley Thomas, Main Street Manager
Darrell Brown, Director of Administrative Services
LeAnn Durfey, Council Person, Place 1

CALL TO ORDER

Meeting was called to order by Ashley Thomas at 10:02am.

REGULAR AGENDA

Approve previous minutes dated January 23, 2025

Motion to approve minutes made by Dr. Aimee Shouse, second by Scott Allen. Motion passed.

Managers' Report

The managers' report began with each attendee introducing themselves. The Manager's report is made part of these minutes.

Officer Elections

There was a consensus from the members present that the Officer Elections be postponed until the next Main Street Meeting scheduled for March 13, 2025.

Board Member Training

Ashley provided an Advisory Board Orientation training to both new and existing Main Street Board Members.

2025 Work Plan Discussion

The following items were discussed as potential items to place in the Work Plan.

- Cultural Art
- More Green Space Downtown
- Adding a Western Cowboy Statue

Creating a Sculpture Garden (Abstract/Interactive Sculptures) downtown
History Stories along the Bosque River Trail
Heritage Day Celebration
By Gone Days

Town and Gown Coalition host a picnic, painting contest, yell contest, sidewalk painting in conjunction with university events.

Work on more accessibility from University to Downtown

Conduct a Mural Contest Downtown

CITIZENS GENERAL DISCUSSION

ADJOURN

With no further business at hand, the meeting was adjourned at 11:20am

Rita Cook, Chair

ATTEST:

Ashley Thomas, Main Street Manager

**Main Street Board Report
Recommendations
Approved: June 6, 2022**

Design Review Committee Members: Dr. Rita Cook (Chair), Stephanie Beach, Kim Leaverton, Kelly Sult, Christine Newton, Kim Cummings, Dr. Jill Burk (KSB Representative), Ashleigh Feuerbacher (SEDA representative), Jullie Lowrance (Main Street Board Chair), Julie Smith (Main Street Manager)

During the 2021-22 year, the Design Committee for Stephenville Main Street was charged with the responsibility of reviewing the current state of downtown Stephenville and developing a list of recommendations to enhance the physical and visual assets that make Stephenville unique and inviting to its citizens and visitors. The committee felt it was important to conduct preliminary research and to review recommendations that had already been suggested by various partners in this endeavor.

Prior to developing any recommendations, the Design Committee:

- Conducted a Walk-Through audit of downtown
- Reviewed the report and recommendations of the Texas Historical Commission
- Conducted a Lighting audit of downtown
- Met with Scott Polikov (a hired consultant for redevelopment of downtown) and reviewed his final plan
- Met with Oncor representatives regarding lighting for downtown

The committee has already developed and presented a list of short-term priorities to the City Council but this report will compile a complete list of recommendations and ideas for consideration.

The short-term priorities that were already presented to the City Council were areas of concern that the committee felt could and should be addressed for community safety. Additionally, some of the priorities presented were ones that could be addressed quickly by city staff and, as will be noted in this report, some of these concerns have been resolved. This final document was presented to the Main Street Board on June 6, 2022 for approval prior to presenting it to the City Council.

Recommendations

Maintenance/Safety

- Numerous areas of sidewalks have deteriorated and should be replaced.
- Take down partially disassembled light pole at corner of Graham and College/a safety issue
- Schedule street cleaner more frequently downtown
- Partner with the county to have inmates remove all garbage around the square weekly and perform light handiwork
- Replace Light pole in front of Kirbo's that is split
- Remove brick path in plaza area/safety issue
- Replace street signs that are missing
- Designate city staff to monitor building lighting so that the lighting is consistent and changed for special events
- Remove all leftover sandbags and signs from recent construction – **these have been removed**
- Designate someone for weed control downtown
- Rework sidewalk handicapped entries so they are accessible
- Remove bench from Allen's building – **the bench has been removed**
- Place benches and trash containers on each corner
- Partner w/county for cleaning and light handiwork like painting
- Install way finding signs downtown

Enhancement

- Alleys can be painted and lighted to increase interest & public use- **this is already being done to create a pathway between Hearsay Wine Bar and Ruby's Bistro**
- Fire hydrants can be painted to create interest
- Park benches should be turned to face streetscape
- Decorate sidewalks with brick highlights. Consider sections on each corner and develop a replacement schedule to eventually update all sidewalks
- Encourage Rocking P owner to place 6-8 tables and chairs in current parking places in front building and to remove existing bars on front of establishment

- Get adequate and attractive lighting for downtown – **the city staff is currently taking bids to replace the faulty lighting downtown**
- Flood lights can be attached to light poles to shine and light up the courthouse steeple at night
- Decide on design for banner sets – **the city has approved purchase of flags and banners to beautify the square**
- Encourage downtown workers to park in designated areas
- Create outdoor dining areas or parklets to make downtown inviting
- Place different artwork though out historic district – **Keep Stephenville Beautiful is exploring the option placing some type of statute downtown**
- Meet with Keep Stephenville Beautiful and develop plan to plant grass, plants, and flowers downtown – **KSB has planted flowers in the corner beds and the city has contracted for maintenance and upkeep of the plantings**
- Allow permitted camping in the park to increase activity in the three connected areas
- Connect the downtown, park, and historical museum using attractive sidewalks
- Develop a walk/bike trail between downtown and TSU to encourage more students coming to downtown

Facilities

- Encourage loft development downtown – review/revise limiting parking regulations
- Offer incentives for building owners to install canopies on buildings to create a more inviting environment
- Remodel Crow's Opera House as an events center
- Co-locate SEDA, Mainstreet, and Tourism in a shared location downtown
- Create a food truck park area close to Walk of Fame
- Build a Performing Arts Stage on west side of courthouse that can be used for local/community events
- Redevelop the Senior Citizens historic building space for new commercial ventures

Innovations

- Create an incentive program to entice entrepreneurs/artisans to locate in downtown
- Create green space at both plaza and courthouse to create inviting public areas and continue with brick street restoration
- Incentivize stores to create attractive back door entries to their businesses to increase parking options
- Place a "Sound Garden" at one of the connected locations
- Redevelop the plaza as a destination location. Purchase the bank (making it a café, redevelop the area as a green space with splash pad and an expansion the Cowboy Walk of Fame. Place a life size statue of a cowboy with a saddle at his feet so that it becomes an interactive moment for children and parents. Additionally, reformat the area with individual kiosks that highlight and honor our cowboy and rodeo heritage. Some of this can be accomplished through fundraising.
- Work with Glen Rose and Granbury to create a "birding trail" that will encourage more visitors to the park area and to downtown
- Place charging stations in one of the three connected locations so that people will stop to charge their cars and spent time shopping/dining

In summary, Stephenville has remarkable potential and we are on the cusp of doing great things as a city. One of the goals of the Main Street Board is to host a meeting with all the organizations in town who are invested in our community. It is our goal to start groups planning and working together to support our city and our city leaders as Stephenville continues to grow. Planning for successful growth while continuing our respect for our historical heritage is what makes our town special. We hope you will see us as a resource for the future of Stephenville.