



City Council
Special Meeting

Tuesday, April 15, 2025, 5:30 PM
City Hall Council Chambers
298 W Washington
Stephenville, Texas 76401

AGENDA

CALL TO ORDER

Development Services Committee

Gerald Cook, Chair

1. Committee Report from April 15, 2025
2. Consider Awarding a Professional Services Contract for the Update to the City's Land Use Regulations

EXECUTIVE SESSION

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

3. **Section 551.071 Consultation with Attorney** - to Consult Over a Pending or Contemplated Litigation

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

EXECUTIVE SESSION NOTICE

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.

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.



STAFF REPORT

SUBJECT: Professional Services Contract for Updating the City's Land Use Regulations

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director

RECOMMENDATION:

Staff recommends the City Manager be authorized to initiate negotiations and execute a contract with Kendig Keast Collaborative for professional services in updating the City's land use regulations.

BACKGROUND:

In August, 2024, the City of Stephenville adopted a new Comprehensive Plan known as Stephenville 2050. This plan provides a pathway to a new approach in our zoning model, transitioning from a "Euclidean" zoning approach to a "Form" based zoning model. Current land use regulations and development codes do not fully align with the Stephenville 2050 plan. During last year's budget review, and in anticipation of the adoption of the new Comprehensive Plan, staff and the City Council discussed the need for soliciting professional services for the update to the City's Development Codes.

Earlier this year a Request for Qualifications was issued. On March 14, 2025, the City opened submittals from three respondents. The review committee placed Kendig Keast Collaborative as number one on the ranking list. Kendig Keast Collaborative has experience with similar projects with numerous cities across the State.

FISCAL IMPACT SUMMARY:

Assuming successful negotiations, the City will enter a contract for professional services.