



CITY COUNCIL

MEETING MINUTES
REGULAR MEETING

APRIL 1, 2025

CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, April 1, 2025, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Regular City Council 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
Place 2 Gerald Cook
Place 3 Lonn Reisman
Place 5 Maddie Smith
Place 6 David Baskett
Place 7 Brandon Greenhaw
Place 8 Alan Nix

Council Absent:

Place 1 LeAnn Durfey
Place 4 Dean Parr

Others Attending:

Jason King, City Manager
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

Mayor Svien called the Regular Meeting to order at 05:30 PM.

PLEDGES OF ALLEGIANCE

Mayor Doug Svien led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Curt Plaxco with the Stephenville Ministerial Alliance voiced the invocation.

PRESENTATIONS AND RECOGNITIONS

1. **Proclamation Recognizing Micah Parsons - Food Network Kid Baking Championship Winner**

Mayor Doug Svien presented the following proclamation recognizing Micah Parsons - Food Network Kid Baking Championship Winner:

***WHEREAS**, Micah Parsons, a talented and hardworking 12-year-old from Stephenville, Texas, has achieved great success in the culinary world; and*

***WHEREAS**, Micah recently competed on the Food Network's Kids Baking Championship, where, after 10 weeks of intense competition, he was crowned the winner of Season 13 on March 3, 2025; and*

***WHEREAS**, Micah's passion for baking began at a young age, inspired by watching previous seasons of the Kids Baking Championship and a deep love for creating delicious treats for family and friends; and*

***WHEREAS**, in addition to his culinary talents, Micah is an accomplished guitarist, enjoys helping his father at work, and is an active participant in FBC Stephenville Bible Drill and Erath County 4H Robotics; and*

***WHEREAS**, Micah exemplifies the values of dedication, creativity, and community spirit, and serves as a positive role model for young people in our community;*

*NOW, THEREFORE, I, **Doug Svien**, Mayor of the City of Stephenville, Texas, do hereby proclaim **April 1, 2025** as **MICAH PARSONS DAY** in honor of his outstanding achievements, as winner of Kids Baking Championship Season 13 and his bright future.*

Let this day serve as a reminder of the incredible talent and potential that exists within our youth, and as a celebration of Micah's hard work, creativity, and inspiring spirit.

The proclamation was received by Micah Parsons, parents Matt and Brittany Parsons and sister Caylee Parsons.

2. **Stop the Silence Proclamation**

Mayor Doug Svien presented the Stop the Silence Proclamation read by Laura Gambino, Executive Director, Cross Timbers Family Services, as follows:

Whereas, National Crime Victims' Rights Week was established in 1981 by President Ronald Reagan as part of an effort to bring attention and support to victims of crime and is being observed the week of April 6-12, 2025 with the theme of "KINSHIP: Connecting, Healing, and Advocating for All Victims" to recognize victims of crime in the United States. National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

Whereas, in 1983, April was designated National Child Abuse Prevention Month, and our community acknowledges that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, nurturing environment; and

Whereas, National Sexual Assault Awareness month was first nationally recognized in April 2001 as an effort to bring awareness about sexual assault and educate communities and individuals on prevention of sexual violence; and

Whereas, our community has dedicated individuals and organizations who work daily to counter the problems and provide resources to victims of violent crimes, child abuse and neglect, and sexual assault; and

Whereas, since the passage of the Victims of Crime Act in 1984, and through the dedicated work of advocates, lawmakers, and victims service providers, there is a growing array of services and resources available to victims and their loved ones; and

Whereas, Stop the Silence has been created to combine awareness of these causes in Erath County.

NOW, THEREFORE, reaffirming this, the City of Stephenville, City of Dublin, Erath County and Tarleton State University commit to creating a victim service and criminal justice response that assists all victims of crimes throughout the year; and do hereby proclaim the week of April 6-12, 2025 as Crime Victims' Rights Week.

The proclamation was received by Laura Gambino, Executive Director, Cross Timbers Family Services, and Laurin Murfin, Outreach and Event Coordinator, Paluxy River Children's Advocacy Center. Ms. Gambino encouraged all to attend the Stop the Silence Rally at 6:00 PM on April 29th at the Erath County Courthouse.

CITIZENS GENERAL DISCUSSION

Stephen McKethan of 545 Hillcrest Drive, Stephenville, addressed the Council regarding Park Facilities.

REGULAR AGENDA

3. Update of Community Resource Paramedic (CRP) Program

Fire Department Chief Robert Isbell presented an update for the Community Resource Paramedic (CRP) Program.

The Critical Care Paramedics are Colby Swearingen, Erath County; Steve Jacobson and Brandon Sellers, City of Stephenville. Steve Jacobson gave a presentation on equipment that the CRP Program carries and is prepared to use in the field.

4. Consider Adopting Proposed Revisions of the Residential Incentive Program Policy

Director of Development Services Steve Killen presented the item to Council.

The Development Services Committee has reviewed the Residential Incentive Program and has provided a revised document for consideration by the full City Council. Proposed changes include the correction of a few typos and the \$200,000 limit on property value was raised to \$250,000 which would allow more properties to qualify for the program.

MOTION by Gerald Cook, second by David Baskett, to Approve Revisions of the Residential Incentive Program Policy as presented. MOTION Yes 7, No 0, Abstained 0.

5. Consider Authorizing the City Manager to Notify the Registered Agent of the Fort Worth and Western Railroad Company of the City's Intent to Annex a Portion of Railway NE of HWY 8 and HWY 281 from the City Limits Line at CR 177 to the Northern City Limits Line Pursuant to the Powers Granted by Section 43.1056 of the Local Government Code.

City Manager Jason King presented this item to Council.

MOTION by Doug Svien, second by Maddie Smith, to Authorize the City Manager to Make Notifications to the Registered Agent of the Fort Worth and Western Railroad Company of the

City's Intent to Annex a Portion of Railway NE of HWY 8 and HWY 281 from the City Limits Line at CR 177 to the Northern City Limits Line Pursuant to the Powers Granted by Section 43.1056 of the Local Government Code as presented. MOTION Yes 7, No 0, Abstained 0.

6. **Consider Authorizing the City Manager to Initiate Annexation of City Owned Parcels R78439, Portion of R28648 and R24340**

City Manager Jason King presented this item to Council.

MOTION by Doug Svien, second by Lonn Reisman, to Authorize City Manager to Initiate Annexation Process for Parcels R78439, portion of R28648 and R24340 as presented. MOTION Yes 7, No 0, Abstained 0.

PLANNING AND ZONING COMMISSION

7. **Case No.: RZ2025-008**
Applicant Joel Allen, Representing Pecan Landing, LLC., is Requesting a Rezone of Property Located at 0 Forest Ln, Parcel R77510, being 36.765 Acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas from Planned Development (PD) to Integrated Housing (R-2.5)

Director of Development Services Steve Killen presented the item to Council.

In 2023, Mr. Allen presented a Development Plan and a rezone request to Planned Development. The request was granted and ordinance 2023-O-08 was adopted. Mr. Allen's project design has evolved and consequently, he is requesting a rezone to R-2.5. If the rezone is approved, the original Planned Development will need to be repealed. The request is forwarded to City Council with no recommendation.

The Planning and Zoning Commission convened on March 19, 2025, and by a vote of 3/2, recommended the City Council approve the rezone request. Pursuant to the Rules of Procedure, Section 20.2.K.2 & 4, a motion to recommend approval of any request requiring Council action shall require two-thirds favorable vote of the members present. If the Commission fails to obtain the minimum votes required, the item shall be forwarded with no recommendation.

8. **PUBLIC HEARING**
Case No. RZ2025-008

Mayor Svien opened the Public Hearing for Case No. RZ2025-008 at 6:14 PM.

Joel Allen PR 1082, Stephenville, spoke in favor of the rezone.
No one spoke in opposition.

Mayor Svien closed the Public Hearing at 6:16 PM.

9. **Consider Approval of Ordinance Rezoning Property Located at 0 Forest Ln, Parcel R77510, being 36.765 Acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas from Planned Development (PD) to Integrated Housing (R-2.5)**

MOTION by Alan Nix, second by Gerald Cook, to approve Ordinance No. 2025-O-12 rezoning property located at 0. Forest Lane, Parcel R77510 as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

10. **Case No.: RZ2025-009**
Applicant Joel Allen, representing Pecan Landing, LLC., is Requesting a Rezone of Property Located at 0 Forest Ln, Parcel R78517, being 7.35 acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas from Single Family (R-1) to Integrated Housing (R-2.5)

Director of Development Services Steve Killen presented the item to Council.

This parcel will be developed in conjunction with the development Mr. Allen is pursuing for the 36 acre parcel that was originally approved as a Planned Development.

The Planning and Zoning Commission convened on March 19, 2025, and by a vote of 4/1, recommended the City Council approve the rezone request.

11. **PUBLIC HEARING**
Case No.: RZ2025-009

Mayor Svien opened the Public Hearing for Case No. RZ2025-009 at 6:20 PM.

Joel Allen PR 1082, Stephenville, spoke in favor of the rezone.
No one spoke in opposition.

Mayor Svien closed the Public Hearing at 6:21 PM.

12. **Consider Approval of Ordinance Rezoning Property Located at 0 Forest Ln, Parcel R78517, being 7.35 acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas from Single Family (R-1) to Integrated Housing (R-2.5)**

MOTION by Alan Nix, second by David Baskett, to approve Ordinance No. 2025-O-13 rezoning property located at 0. Forest Lane, Parcel R78517 as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

13. **Repeal Ordinance No. 2023-O-08**
Applicant Joel Allen, representing Pecan Landing, LLC., is Requesting the Repeal of Ordinance 2023-O-08 Relating to the Approval of the Planned Development for 0 Forest Ln, Parcel R77510, being 36.765 acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas

Director of Development Services Steve Killen presented the item to Council.

This parcel will be developed under straight zoning and land use regulations of the R-2.5 zoning district if the rezone request is approved.

The Planning and Zoning Commission convened on March 19, 2025, and by a unanimous vote of 5/0, recommended the City Council repeal Ordinance 2023-O-08.

14. **PUBLIC HEARING**
Repeal Ordinance No. 2023-O-08

Mayor Svien opened the Public Hearing for Repeal of Ordinance No. 2023-O-08 at 6:23 PM.

No one spoke in favor or in opposition.

Mayor Svien closed the Public Hearing at 6:23 PM.

15. **Consider Approval of Ordinance Repealing Ordinance 2023-0-08 Relating to the Approval of the Planned Development for 0 Forest Ln, Parcel R77510, being 36.765 acres of the A0515 MOTLEY WILLIAM Abstract of the City of Stephenville, Erath County, Texas**

MOTION by David Baskett, second by Alan Nix, to approve Ordinance No. 2025-O-14 repealing Ordinance No. 2023-O-08 relating to the approval of the Planned Development for 0. Forest Lane, Parcel R77510 as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

16. **Case No.: RZ2025-010**
Applicant Kieth Dowell is Requesting Rezone of Property Located at 975 N. McCart, Parcel R28762, being Blk 2, Lot 5 of the S2300 Butler Addition of the City of Stephenville, Erath County, Texas from Single Family (R-1) to Integrated Housing (R-2.5)

Director of Development Services Steve Killen presented the item to Council.

The intended project is to allow for the replat creating a two-lot subdivision. The single-family home will remain in place and a four-unit structure will be constructed on the new lot created by the replat.

The Planning and Zoning Commission convened on March 19, 2025, and by a unanimous vote of 5/0, recommended the City Council approve the rezone request.

17. **PUBLIC HEARING**
Case No.: RZ2025-010

Mayor Svien opened the Public Hearing for RZ2025-010 at 6:26 PM.

No one spoke in favor or in opposition.

Mayor Svien closed the Public Hearing at 6:27 PM.

18. **Consider Approval of Ordinance Rezoning Property Located at 975 N. McCart, Parcel R28762, being Blk 2, Lot 5 of the S2300 Butler Addition of the City of Stephenville, Erath County, Texas from Single Family (R-1) to Integrated Housing (R-2.5)**

MOTION by Alan Nix, second by Maddie Smith, to approve Ordinance No. 2025-O-15 rezoning property located at 975 N. McCart, Parcel R28762 as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

NOMINATIONS COMMITTEE

19. **Committee Report from March 18, 2025**

Committee Chair Maddie Smith presented the Nominations Committee Report from March 18, 2025.

The committee met on March 18, 2025, to review nominations for Citizen Boards and Commissions with the discussion led by committee chair Maddie Smith.

The Nominations Committee considered the following nominations:

Main Street Advisory Board
Belle Dowell

Committee Action:

Main Street Advisory Board

Belle Dowell is a resident of Erath County.

Per Ordinance No. 2021-O-12, members must reside in Erath County and at least five (5) members must be residents of the city. Two of the Main Street Advisory Board members reside in the County which would leave the empty seat for a city resident only. The ordinance could be revised at a later date but there is no action to take at this time.

Planning and Zoning Commission

MOTION by Maddie Smith, second by Alan Nix, to recommend to full Council to move James Stephenson from Alternate Place 1 to Place 7 as presented. MOTION CARRIED Yes 3, No 0, Abstained 0.

20. Consider Approval of Applications for Citizen Boards and Commissions

MOTION by Maddie Smith, second by David Baskett, to approve reappointing James Stephenson from Alternate 1 to Place 7 of the Planning and Zoning Commis as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

FINANCIAL REPORTS

21. Monthly Budget Report for the Period Ending February 28, 2025

Director of Finance Monica Harris presented the monthly budget report as follows:

In reviewing the financial statements ending February 28, 2025, the financial indicators are overall as or better than anticipated.

Property Tax Collections: We received \$153K in property taxes in the month of February, resulting in a \$392K increase over the funds collected last fiscal year to date. The amount collected is 97% of the \$7.8 million budget, which is \$79K more than anticipated.

Sales and Use Tax: We received \$993K in sales tax in February, resulting in \$52K or 1% more than the funds collected lastfiscal year to date. The amount collected is 46% of the \$9.4 million budget, which is \$142K higher than anticipated.

Revenue (by fund): Of the \$24.4 million revenue received to date, 63% was received in the General Fund, 22% was received in the Water/Wastewater Fund, 5% was received in the Debt Service Fund, 3% was received in the Landfill Fund, 2% was received in the Capital Projects Fund, and 2% was received in the Storm Water Drainage Fund.

Revenue (budget vs. actual): We received 54% of the total budgeted revenue through February, which is \$1.7 million more than anticipated due to taxes, licenses and permits, interest, and other revenue.

Revenue (prior year comparison): We received \$2.6 million more revenue through February than last fiscal year to date due to taxes, licenses and permits, and charges for services.

Expenditures (by fund): Of the \$21.5 million spent to date, 44% was expended in the General Fund, 35% was expended in the Water/Wastewater Fund, 4% was expended in the Storm Fund, 4% was expended in the Debt Service Fund, 4% was expended in

the Capital Projects Fund, 4% was expended in the TIF Fund, and 3% was expended in the Landfill Fund.

Expenditures (budget vs. actual): We have expended 35% of the total budgeted expenditures through February, which is \$5.4 million less than anticipated due to personnel, contractual, capital outlay, and grant disbursements.

Expenditures (prior year comparison): We spent \$1 million more on expenditures through February than last fiscal year to date due to personnel and equipment maintenance.

SEDA Revenue Comparison: SEDA has received an overall 46% of budgeted revenue through February, which is \$11K less than last fiscal year to date and \$13K more than anticipated due to taxes.

SEDA Expenditure Comparison: SEDA has spent an overall 29% of budgeted expenditures through February, which is \$106K more than last fiscal year to date due to personnel and capital outlay and \$128K less than anticipated due to contractual, capital outlay and grant disbursements.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Mayor Svien pulled this item from the agenda.

CONSENT AGENDA

22. **Consider Approval of Minutes - March 4, 2025 Regular City Council Meeting**
23. **Consider Approval of Minutes - March 18, 2025 Special City Council Meeting**
24. **Consider Approval of Contract with Chris Stasey for 2025 July 4 Fire Works**
25. **Approve the expenditure for the annual managed service agreement.**
26. **Consider Approval of the 2025-2027 Interlocal Agreement Between the North Central Texas Emergency Communications District and City of Stephenville**

MOTION by David Baskett, second by Maddie Smith, to approve Consent Agenda Items as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

Mayor Svien recessed the Regular City Council meeting at 6:41 PM and convened the Executive Session at 6:45 PM.

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

Mayor Svien adjourned the Executive Session at 7:01 PM and reconvened the Regular City Council meeting at 7:02 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

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

MOTION by Alan Nix, second by Brandon Greenhaw, to authorize Mayor or City Manager to execute settlement as discussed in Executive Session. MOTION CARRIED Yes 7, No 0, Abstained 0.

ADJOURN

Mayor Svien adjourned the meeting at 07:02 PM.

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.



Doug Svien, Mayor

ATTEST:


Sarah Lockenour, City Secretary

