



City Council
Regular Meeting

Tuesday, September 2, 2025, 5:30 PM
City Hall Council Chambers
298 W Washington
Stephenville, Texas 76401

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

PRESENTATIONS AND RECOGNITIONS

1. Proclamation Recognizing Stephenville as the "Cowgirl" Capitol on September 18, 2025

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

2. Consider Approval of Atmos Mid-Tex 2025 RRM Settlement Resolution
3. Consider Approval of Election Contract with Erath County Clerk's Office for the 2025 Special Election
4. Consider Approval of Interlocal Agreement with Erath County of Assessment and Collection of Taxes
5. Consider Authorizing City Manager to Issue Notice of Intent to Annex a Portion of TxDOT Right-of-Way at the Intersection of FM 2303 and SH 108
6. Consider Approval of Ordinance Annexing City-Owned Parcels R78439, a Portion of R28648 and R24340
7. Consider Approval of Purchase of Pedestrian Hybrid Beacons for Harbin Drive / Tarleton Street Crosswalk

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

8. Consider Approval of Ordinance of Voluntary Annexation of Approximately 5.01 +1- Acres Located at the East of US 281 and North of County Road 177

9. Application No.: PD 8998

Applicant Malcolm Kanute, Representing Keewaydin Developments and Rock Creek Property No 1, LLC., is Requesting a Rezone of Property Located at 0 W Cedar St, Parcel R78345, being Part of the A0342 HUDSON HC; to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to Planned Development (PD)

10. Public Hearing

Application No.: PD 8998

11. Consider Approval of Ordinance Rezoning Property Located at 0 W Cedar St, Parcel R78345, Being Part of the A0342 HUDSON HC; to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to Planned Development (PD)

12. **Application No.: RZ 9037**

Applicant William Lambert is Requesting a Rezone of Property Located at 1385 Swan, Parcel R33529, being S6200 SOUTH SIDE ADDITION, Block 10, Lots 2 & 3 of the City of Stephenville, Erath County, Texas from Industrial (IND) to Multiple Family Residential (R-3)

13. **Public Hearing**

Application No.: RZ 9037

14. Consider Approval of Ordinance Rezoning Property Located at 1385 Swan, Parcel R33529, being S6200 SOUTH SIDE ADDITION, Block 10, Lots 2 & 3 of the City of Stephenville, Erath County, Texas from Industrial (IND) to Multiple-Family Residential (R-3)

NOMINATIONS COMMITTEE

Maddie Smith, Chair

15. Nominations Committee Report from August 19, 2025
16. Consider Approval of Citizen Board and Commission Nominations

PUBLIC WORKS COMMITTEE

Alan Nix, Chair

17. Public Works Committee Report from August 19, 2025
18. Consider Approval of Amendment No. 10 to the Waste Connections Agreement

FINANCIAL REPORTS

Monica Harris, Director of Finance

19. Monthly Budget Report for the Period Ending July 31, 2025

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, President & CEO

CONSENT AGENDA

20. Consider Approval of Minutes from August 5, 2025 - Regular Meeting
21. Consider Approval of Minutes from August 11, 2025 - Special Meeting
22. Consider Approval of Minutes from August 11, 2025 - Budget Hearing #1
23. Consider Approval of Minutes from August 18, 2025 - Budget Hearing #2
24. Consider Approval of Award for Bid #3342 - Municipal Service Center Flooring
25. Consider Acceptance of the City Park Sewer Project
26. Consider Approval of Sigma Tactical Wellness for Stephenville Police Department

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

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

27. **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: **MUNICIPAL JUDGE**
28. **Sec. 551.076. DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS** - to deliberate the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit
29. **Section 551.087 Deliberation Regarding Economic Development Negotiations - Project PL**

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.



CITY OF STEPHENVILLE ‘COWGIRL’ CAPITAL DAY

WHEREAS, the City of Stephenville cherishes and honors its long-standing cultural identity as the “Cowboy Capital of the World,” celebrated for being home to more professional rodeo cowboys and cowgirls than any other place in the world; and

WHEREAS, the equine and rodeo traditions of Stephenville, including its Cowboy Capital Walk of Fame, the Cowboy Capital PRCA Rodeo, and its enduring western heritage, are deeply woven into the fabric of this community; and

WHEREAS, the City recognizes not only the contributions of its celebrated cowboys but also the courage, grace, and pioneering spirit of all the cowgirls who have helped shape the legacy of the American West; and

WHEREAS, September 18, 2025, the start of the 2025 Rodeo Heritage Week, presents an ideal opportunity to spotlight and celebrate those cowgirls—honoring their strength, independence, and indelible impact on the traditions and soul of Stephenville;

NOW, THEREFORE, I, David Baskett, Mayor Pro Tem of the City of Stephenville, do hereby proclaim September 18, 2025, as:

“COWGIRL CAPITAL DAY”

in the City of Stephenville, Texas, and call upon all citizens to join in recognizing and celebrating the contributions of cowgirls to our rodeo heritage, our community’s character, and the spirit of the American West.

IN WITNESS WHEREOF, I have hereby set my hand and caused to be affixed the seal of the City of Stephenville, Texas, this 2nd day of September 2025.

David Baskett, Mayor Pro Tem

RESOLUTION NO. 2025-R-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2025 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.

WHEREAS, the City of Stephenville, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the

Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about April 1, 2025, Atmos Mid-Tex filed its 2025 RRM rate request with ACSC Cities based on a test year ending December 31, 2024; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2025 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$205.6 million on a system-wide basis with an Effective Date of October 1, 2025; and

WHEREAS, ACSC agrees that Atmos' plant-in-service is reasonable; and

WHEREAS, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

WHEREAS, the attached tariffs (Attachment 1) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2); and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS:

Section 1. That the findings set forth in this Resolution are hereby in all things approved.

Section 2. That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$205.6 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2025 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

Section 3. That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

Section 4. That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$205.6 million on a system-wide basis, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

Section 5. That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

Section 6. That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2025 RRM filing.

Section 7. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

Section 8. That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 9. That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

Section 10. That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2025.

Section 11. That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

PRESENTED AND PASSED on this the _____ day of _____, 2025, by a vote of _____
ayes and _____ nays at a regular meeting of the City Council of the City of Stephenville, Texas.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 23.65 per month
Rider CEE Surcharge	\$ 0.03 per month ¹
Total Customer Charge	\$ 23.68 per month
Commodity Charge – All <u>Ccf</u>	\$ 0.74748 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 94.00 per month
Rider CEE Surcharge	\$ 0.01 per month ¹
Total Customer Charge	\$ 94.01 per month
Commodity Charge – All Ccf	\$ 0.22261 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 200 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 200 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

This tariff is not available to customers with a maximum daily demand of 1,000 MMBtu or greater and a daily/annual load factor of 10% or less. Load factor is calculated as follows: annual usage / (maximum daily connected demand X 365). Load factors will be recalculated once each year to determine appropriate eligibility for Rate T.

Type of Service

Company's receipt and delivery of all gas quantities under the applicable Transportation Agreement will be on a wholly interruptible basis subject to the Terms and Conditions incorporated in the Transportation Agreement. If Customer is an Industrial Customer, then Customer may elect, at the reasonable discretion of Company, to contract for Plant Protection transportation quantities defined as the minimum natural gas required to prevent physical harm and/or protect critical safety to the plant facilities, plant personnel, or the public when such protection cannot be achieved through the use of an alternate fuel. Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest “midpoint” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” during such month, for the MMBtu of Customer’s monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer’s receipt quantities for the month.

Overpull Fee

Upon notification by Company of an event of interruption of Customer’s deliveries, Customer will, for each MMBtu delivered in excess of the stated level of interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled “Daily Price Survey.”

Replacement Index

In the event the “midpoint” or “common” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company’s Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	SUR – SURCHARGES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

This Rider is applicable to customer classes in the incorporated areas under the RRM tariff as authorized by the state or any governmental entity, a municipality, or a regulatory authority pursuant to any statute, ordinance, order, rule, contract, or agreement.

Monthly Calculation

Surcharges will be calculated in accordance with the applicable statute, ordinance, order, rule, contract, or agreement.

FASB ASC 740-10 (Fin48) Refund

Applicable to Customers taking service under Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation.

To ensure that gas utility customers receive the benefit associated with the changes in the Company's Uncertain Tax Positions ("UTPs") arising from recognition of Texas Margin Tax returns.

The decrease shall be calculated as follows:

Beginning with implementation of rates from the negotiated RRM Tariff, and annually thereafter, the portion of UTP liabilities identified in Schedule FIN48-1.1 for the prior fiscal year shall be allocated based on the final class allocations of GUD No. 10170 as per the RRM Tariff, divided by the annual bill count to derive rates to be refunded through Rider SUR in the subsequent fiscal year. Each year's calculation will include a true-up (+ or -) due to account for over/under collections. Amounts identified in Schedule FIN48-1 shall be adjusted to reflect any audit adjustments received from the Texas Comptroller of Public Accounts.

No action on the part of the Regulatory Authority is required to give effect to the amount to be refunded to customers. However, any amount refunded to customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding with the Railroad Commission of Texas, and if applicable, the gas utility shall be required to reconcile any discrepancies.

The following refund as authorized in the most recent negotiated RRM Tariff shall be refunded to each Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation customer's monthly bill in each month for a 12-month period. The refund amount by month by Rate Schedule is shown in the table below:

Rate Schedules	Rate
Rate R – Residential Sales	\$ (0.12)
Rate C – Commercial Sales	\$ (0.41)
Rate I – Industrial Sales	\$ (8.68)
Rate T – Transportation	\$ (8.68)

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

Application

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T, except for exempt State Agency Customers, to the extent of state gross receipts taxes only.

1. State Gross Receipts Taxes

Applicability - Entire Division except for Unincorporated Areas

Each monthly bill shall be adjusted for Miscellaneous state gross receipts taxes imposed by Sections 182-021 - 182-025 of the Texas Tax Code.

Entire Division

Each monthly bill shall also be adjusted by an amount equivalent to the amount of all applicable taxes and any other governmental impositions, rentals, fees, or charges (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed upon or allocated to Company with respect to the Gas Service provided to Customer by Company, and any associated facilities involved in the performance of such Gas Service. Each monthly bill shall also be adjusted by an amount equivalent to the proportionate part of any increase or decrease of any tax and any other governmental imposition, rental, fee, or charge (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed subsequent to the effective date of this tariff, upon or allocated to Company's operations, by any new or amended law, ordinance, or contract.

2. Federal or State Tax Law or Rate Changes:

Applicability – All Customers in the Mid-Tex Division (“MTX”) Under the RRM Tariff

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T.

To ensure that gas utility customers receive the benefits or costs associated with the changes in tax rates at a federal or state level, MTX shall establish and accrue on its books and records, as of the effective date of the federal or state tax law or rate change: 1) regulatory liabilities to reflect the impact of a decrease in federal corporate income tax rates or state margin tax rates; or, 2) regulatory assets to reflect the impact of an increase in federal corporate income tax rates or state margin tax rates.

The gas utility may not change rates to give effect to a change in Federal or State Tax law or rates through the Rider TAX unless and until the city issues final authorization, an Accounting Order, or other express guidance authorizing such recovery through the RRM process.

Company may also not change rates to capture the impacts associated with the effects of Public Law 117-169, 136 STAT. 1818 of August 16, 2022 (“Tax Act 2022”) and certain other tax-related costs that will change from the amounts included in the most recent base revenue requirement established through an RRM filing unless and until the city issues a final authorization, an Accounting Order, or other express guidance authorizing such recovery.

Upon receipt of authorization from the city through an Accounting Order, final authorization or other express guidance, the calculation applicable to the aforementioned federal or state tax rate or law changes are as follows; however, to the extent there is a conflict between the calculation or methodology

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
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prescribed by an Accounting Order, final authorization, or other express guidance, and those contained in this rate schedule, the Accounting Order, final authorization, or other express guidance controls:

Calculations

1. With regard to changes in the tax rates at a federal or state level, the increase or decrease shall be calculated as follows:
 - a. A portion of the gas utility's revenue representing the difference between: 1) the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding, and 2) the cost of service that would have resulted had the rates been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change;
 - b. If applicable, the portion of the gas utility's revenue representing the difference between: 1) each Interim Rate Adjustment surcharge approved by the regulatory authority since the gas utility's most recent statement of intent or other rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the surcharges been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change; and
 - c. The excess or deficient deferred tax reserve, including any associated gross up in taxes, caused by the reduction or increase in the federal corporate income tax rate or state related tax increases, as of the effective date of the change.

Upon the receipt of authorization from the Commission or applicable regulatory authority, the gas utility shall separately refund to customers based on a decrease in federal or state tax rates or separately collect from customers based on an increase in federal or state tax rates within twelve (12) months or, pursuant to applicable Internal Revenue Code ("IRC") rules and regulations, as follows:

- d. The amount collected/refunded by the gas utility that reflects the difference in base rates between: 1) the cost of service approved by the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- e. If applicable, the amount collected/refunded by the gas utility that reflects the difference between: 1) each Interim Rate Adjustment surcharge approved by the Commission or the regulatory authority since the gas utility's most recent statement of intent rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- f. The amount collected/refunded by the gas utility that reflects the difference in the excess or deficient deferred tax reserve included in base rates between: 1) the cost of service approved by the Commission or the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes. These amounts shall be refunded or collected from customers based upon IRC rules and regulations if applicable.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

2. With regard to the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement established through an RRM filing, any change in rates shall be calculated as follows:

- (a) The amount shall be calculated as the product of Company's grossed-up rate of return authorized in the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding times the Corporate Alternative Minimum Tax deferred tax asset ("CAMT DTA") estimated at September 30 of the fiscal year or applicable quarter-end within a fiscal year prior to the annual change in the rates pursuant to this tariff, less the income tax credits received in accordance with IRC requirements applicable to the Tax Act 2022 grossed-up for income taxes to a revenue equivalent.
- (b) The estimated CAMT DTA and the related effects on the rider revenue requirements shall be trued up to the actual effects in the following year and the over/under recovery amortized over the twelve months that each year's recalculated tariff rates are in effect. The over/under recovery shall include a grossed-up rate of return as authorized in Company's most recent statement of intent or other rate proceeding.
- (c) The methodology for computing Company's CAMT is as follows:
 - i. Confirm when Atmos Energy Corporation and its affiliates are subject to CAMT as an "applicable corporation" as defined the Tax Act 2022, then there will be MTX's CAMT DTA in the tariff.
 - ii. Calculate the Mid-Tex Division's (MTX) contribution to Adjusted Financial Statement Income ("AFSI") on a stand-alone basis. MTX's AFSI is calculated by adjusting MTX's applicable financial statement income by adjustments to depreciation, pension costs and federal income tax to arrive at AFSI. AFSI is intended to be computed consistent with applicable IRC requirements.
 - iii. Compare MTX's CAMT stand-alone amount with MTX's regular stand-alone tax liability. If the stand alone CAMT is in excess of the stand-alone regular tax, the CAMT DTA is recorded to MTX.

If the Internal Revenue Service issues new guidance related to the Tax Act 2022, Company shall have the right to make additional filings to recognize such adjustments.

Any Commission filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change with the Commission's Oversight and Safety Division or as part of a Statement of Intent.

Any city filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change and addressed to the city official at the address of record with the Mid-Tex Division.

With the exception of the authorization required from the Commission to allow the gas utility to recognize the new federal income tax rate (increase or decrease) or state taxes (increase or decrease) or the impacts associated with the effects of the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement in the last approved RRM Tariff filing, no action on the part of the regulatory authority is required to give effect to the amount to be refunded or

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

collected from customers. However, any amount refunded or collected from customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding, and if applicable, the gas utility shall be required to reconcile any discrepancies.

Regulatory orders issued pursuant to this mechanism are ratemaking orders and shall be subject to appeal under Sections 102.001(b) and 103.021, et seq., of the Texas Utilities Code (Vernon 2007). Rate changes subject to the provisions of this tariff may be implemented upon the filing of an appeal to the relevant authority.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf
- R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.
- HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class
- NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- ADD = billing cycle actual heating degree days.
- BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_i = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.61	0.1476	91.65	0.7406
Austin	8.19	0.1394	183.99	1.1581
Dallas	12.74	0.2017	193.53	1.1001
Waco	9.23	0.1277	148.26	0.7631
Wichita Falls	10.43	0.1387	122.94	0.7038

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at www.atmosenergy.com/MTXtariffs, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

**ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2024**

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Post-Employment Benefit Plan	Supplemental Executive Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Benefits Benchmark -						
	Fiscal Year 2025 Willis Towers Watson Report as adjusted	\$ 572,372	\$ (649,253)	\$ 882,931	\$ (3,920,499)	\$ 65,943	
2	Allocation Factor	46.27%	46.27%	84.14%	84.14%	100.00%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 264,856	\$ (300,432)	\$ 742,888	\$ (3,298,664)	\$ 65,943	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4)	\$ 264,856	\$ (300,432)	\$ 742,888	\$ (3,298,664)	\$ 65,943	\$ (2,525,408)
6							
7	O&M Expense Factor	76.41%	76.41%	39.54%	39.54%	10.97%	
8							
9	Summary of Costs to Approve:						
10	Total Pension Account Plan	\$ 202,374		\$ 293,727			\$ 496,101
11	Total Post-Employment Benefit Plan		\$ (229,557)		\$ (1,304,242)		(1,533,799)
12	Total Supplemental Executive Benefit Plan					\$ 7,231	7,231
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 202,374	\$ (229,557)	\$ 293,727	\$ (1,304,242)	\$ 7,231	\$ (1,030,467)

**ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2024**

Line No.	Description	Average Volumes	Current Rates	Proposed Rates	Current Average Bill	Proposed Average Bill	Amount Change	Percent Change
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1	<u>Rate R @ 42.1 Ccf</u>							
2	Base Rates:							
3	Customer Charge		\$ 22.95	\$ 23.65	\$ 22.95	\$ 23.65	\$ 0.70	
4	Consumption Charge (Ccf)	42.1	\$ 0.58974	\$ 0.74748	24.80	31.44	6.64	
5	Total Base Rates				<u>\$ 47.75</u>	<u>\$ 55.09</u>	<u>\$ 7.34</u>	15.37%
6								
7	Gas Cost:							
8	Rider GCR Part A (Ccf)	42.1	\$ 0.20875	\$ 0.20875	\$ 8.78	\$ 8.78	\$ -	
9	Rider GCR Part B (Ccf)	42.1	\$ 0.53838	\$ 0.53838	22.64	22.64	-	
10	Total Gas Cost				<u>\$ 31.42</u>	<u>\$ 31.42</u>	<u>\$ -</u>	0.00%
11								
12	Total Base with Gas Cost				\$ 79.17	\$ 86.51	\$ 7.34	
13	Rider FF & Rider TAX		0.06725	0.06725	5.32	5.82	0.49	9.27%
14								
15	Total Residential Average Bill				<u>\$ 84.49</u>	<u>\$ 92.33</u>	<u>\$ 7.83</u>	<u>9.27%</u>
16								
17	<u>Rate C @ 367.6 Ccf</u>							
18	Base Rates:							
19	Customer Charge		\$ 81.75	\$ 94.00	\$ 81.75	\$ 94.00	\$ 12.25	
20	Consumption Charge (Ccf)	367.6	\$ 0.19033	\$ 0.22261	69.97	81.83	11.86	
21	Total Base Rates				<u>\$ 151.72</u>	<u>\$ 175.83</u>	<u>\$ 24.11</u>	15.89%
22								
23	Gas Cost:							
24	Rider GCR Part A	367.6	\$ 0.20875	\$ 0.20875	\$ 76.74	\$ 76.74	\$ -	
25	Rider GCR Part B	367.6	\$ 0.37860	\$ 0.37860	139.18	139.18	-	
26	Total Gas Cost				<u>\$ 215.92</u>	<u>\$ 215.92</u>	<u>\$ -</u>	0.00%
27								
28	Total Base with Gas Cost				\$ 367.64	\$ 391.75	\$ 24.11	
29	Rider FF & Rider TAX		0.06725	0.06725	24.72	26.35	1.62	6.56%
30								
31	Total Commercial Average Bill				<u>\$ 392.36</u>	<u>\$ 418.10</u>	<u>\$ 25.73</u>	<u>6.56%</u>
32								

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2024

Line No.	Description	Average Volumes	Current Rates	Proposed Rates	Current Average Bill	Proposed Average Bill	Amount Change	Percent Change
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
33	<u>Rate I at 1277 MMBTU</u>							
34	Base Rates:							
35	Customer Charge		\$1,587.75	\$ 1,848.75	\$ 1,587.75	\$ 1,848.75	\$ 261.00	
36	Block 1 - Consumption Charge (MMBtu)	1,277	\$ 0.6553	\$ 0.7678	836.99	980.69	143.69	
37	Block 2 - Consumption Charge (MMBtu)	-	\$ 0.4799	\$ 0.5623	-	-	-	
38	Block 3 - Consumption Charge (MMBtu)	-	\$ 0.1029	\$ 0.1206	-	-	-	
39	Total Base Rates	<u>1,277</u>			<u>\$ 2,424.74</u>	<u>\$ 2,829.44</u>	<u>\$ 404.69</u>	16.69%
40								
41	Gas Cost:							
42	Rider GCR Part A (MMBtu)	1,277	\$ 2.07711	\$ 2.07711	\$ 2,653.03	\$ 2,653.03	\$ -	
43	Rider GCR Part B (MMBtu)	1,277	\$ 0.88986	\$ 0.88986	1,136.59	1,136.59	-	
44	Total Gas Cost				<u>\$ 3,789.63</u>	<u>\$ 3,789.63</u>	<u>\$ -</u>	0.00%
45								
46	Total Base with Gas Cost				\$ 6,214.37	\$ 6,619.07	\$ 404.69	
47	Rider FF and Rider TAX		0.06725	0.06725	417.92	445.14	27.22	6.51%
48								
49	Total Industrial Average Bill				<u>\$ 6,632.29</u>	<u>\$ 7,064.20</u>	<u>\$ 431.91</u>	6.51%
50								
51	<u>Rate T at 4534 MMBTU</u>							
52	Base Rates:							
53	Customer Charge		\$1,587.75	\$ 1,848.75	\$ 1,587.75	\$ 1,848.75	\$ 261.00	
54	Block 1 - Consumption Charge (MMBtu)	1,500	\$ 0.6553	\$ 0.7678	982.95	1,151.70	168.75	
55	Block 2 - Consumption Charge (MMBtu)	3,034	\$ 0.4799	\$ 0.5623	1,456.19	1,706.22	250.03	
56	Block 3 - Consumption Charge (MMBtu)	-	\$ 0.1029	\$ 0.1206	-	-	-	
57	Total Base Rates	<u>4,534</u>			<u>\$ 4,026.89</u>	<u>\$ 4,706.67</u>	<u>\$ 679.78</u>	16.88%
58								
59	Gas Cost:							
60	Rider GCR Part B (MMBtu)	4,534	\$ 0.88986	\$ 0.88986	\$ 4,034.96	\$ 4,034.96	\$ -	
61	Total Gas Cost				<u>\$ 4,034.96</u>	<u>\$ 4,034.96</u>	<u>\$ -</u>	0.00%
62								
63	Total Base with Gas Cost				\$ 8,061.85	\$ 8,741.63	\$ 679.78	
64	Rider FF and Rider TAX		0.06725	0.06725	542.17	587.88	45.72	8.43%
65								
66	Total Transportation Average Bill				<u>\$ 8,604.01</u>	<u>\$ 9,329.51</u>	<u>\$ 725.50</u>	8.43%



STAFF REPORT

SUBJECT: Atmos Mid-Tex 2025 RRM
DEPARTMENT: City Administration
STAFF CONTACT: Jason King, City Manager

BACKGROUND:

The City, along with 181 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Atmos Cities Steering Committee (“ACSC”). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism (“RRM”), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018. On or about April 1, 2025, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2024, entitled it to additional system-wide revenues of \$245.2 million.

Application of the standards set forth in ACSC’s RRM Tariff reduces the Company’s request to \$225.6 million, \$163.5 million of which would be applicable to ACSC members. After reviewing the filing and conducting discovery, ACSC’s consultants concluded that the system-wide deficiency under the RRM regime should be \$185.6 million instead of the claimed \$245.2 million.

After several settlement meetings, the parties have agreed to settle the case for \$205.6 million. This is a reduction of \$20 million to the Company's initial request. This includes payment of ACSC's expenses. The Effective Date for new rates is October 1, 2025. ACSC members should take action approving the Resolution/Ordinance before October 1, 2025.

RATE TARIFFS

Atmos generated rate tariffs attached to the Resolution/Ordinance that will generate \$205.6 million in additional revenues. Atmos also prepared a Proof of Revenues supporting the settlement figures. ACSC consultants have agreed that Atmos' Proof of Revenues is accurate.

BILL IMPACT

The impact of the settlement on average residential rates is an increase of \$7.83 on a monthly basis, or 9.27%. The increase for average commercial usage will be \$25.73 or 6.56%. Atmos provided bill impact comparisons containing these figures.

SUMMARY OF ACSC'S OBJECTION TO THE UTILITIES CODE SECTION 104.301 GRIP PROCESS

ACSC strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues while rewarding the Company for increasing capital investment on an annual basis. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission's review of annual GRIP filings or allow recovery of Cities' rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing) and rate increases go into effect without any material adjustments. In ACSC's view, the GRIP process unfairly raises customers' rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

RRM SAVINGS OVER GRIP

While residents outside municipal limits must pay rates governed by GRIP, there are some cities served by Atmos Mid-Tex that chose to remain under GRIP rather than adopt RRM. Additionally, the City of Dallas adopted a variation of RRM which is referred to as DARR. When new rates become effective on October 1, 2025, ACSC residents will maintain an economic monthly advantage over GRIP and DARR rates.

Comparison to Other Mid-Tex Rates (Residential)

	<u>Average Bill</u>	<u>Compared to RRM Cities</u>
RRM Cities:	\$54.68	-
DARR:	\$58.57	\$3.89
ATM Cities:	\$57.39	\$2.71
Environs:	\$55.96	\$1.28

Note: ATM Cities and Environs rates are as-filed. Also note that DARR uses a test year ending in September rather than December.

EXPLANATION OF “BE IT RESOLVED” PARAGRAPHS:

1. This section approves all findings in the Resolution/Ordinance.
2. This section adopts the RRM rate tariffs and finds the adoption of the new rates to be just, reasonable, and in the public interest.
3. This section makes it clear that Cities may challenge future costs associated with gas leaks.
4. This section finds that existing rates are unreasonable. Such finding is a necessary predicate to establishment of new rates. The new tariffs will permit Atmos Mid-Tex to recover an additional \$205.6 million on a system-wide basis.
5. This section approves an exhibit that establishes a benchmark for pensions and retiree medical benefits to be used in future rate cases or RRM filings.
6. This section requires the Company to reimburse the City for expenses associated with review of the RRM filing, settlement discussions, and adoption of the Resolution/Ordinance approving new rate tariffs.
7. This section repeals any resolution or ordinance that is inconsistent with the Resolution/Ordinance.

8. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
9. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Resolution/Ordinance. This section further directs that the remaining provisions of the Resolution/Ordinance are to be interpreted as if the offending section or clause never existed.
10. This section provides for an effective date upon passage.
11. This section directs that a copy of the signed Resolution/Ordinance be sent to a representative of the Company and legal counsel for ACSC.

CONCLUSION:

The Legislature's GRIP process allowed gas utilities to receive annual rate increases associated with capital investments. The RRM process has proven to result in a more efficient and less costly (both from a consumer rate impact perspective and from a ratemaking perspective) than the GRIP process. Given Atmos Mid-Tex's claim that its historic cost of service should entitle it to recover \$245.2 million in additional system-wide revenues, the RRM settlement at \$205.6 million for ACSC members reflects substantial savings to ACSC cities. Settlement at \$205.6 million is fair and reasonable. The ACSC Executive Committee consisting of city employees of 18 ACSC members urges all ACSC members to pass the Resolution/Ordinance before October 1, 2025. New rates become effective October 1, 2025.

ELECTION SERVICES CONTRACT WITH THE COUNTY ELECTIONS OFFICER STATE OF TEXAS, COUNTY OF ERATH

THIS CONTRACT made by and between the City of Stephenville, hereinafter referred to as “Political Subdivision,” and Lana Stevens, County Election Officer for Erath County, Texas hereinafter referred to as “Contracting Officer,” and by authority of Section 31.092(b), Texas Election Code, for the conduct and supervision of the November 4, 2025 Special Election. THIS AGREEMENT is entered into in consideration of the mutual covenants and promises hereinafter set out:

Political Subdivision is holding an election for Mayor for an unexpired term.

The County owns an electronic voting system, the ES&S Express Vote System (Version 6.1.1.0), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended and is compliant with the accessibility requirements set forth by Texas Election Code Section 61.012. In addition to the Express Votes the County will also be using the ES&S Ballot on Demand system that will provide hand marked ballots. Political Subdivision desires to use the County’s Electronic Voting/Ballot on Demand System and to compensate the County for such use.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

DUTIES AND SERVICES OF “CONTRACTING OFFICER”

The Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment.

- (a) Contact the designated polling places and arrange for their use in the election.
- (b) Procure and distribute election kits and all necessary election supplies.
- (c) Procure all necessary voting machines and equipment, transport machines and equipment to and from the vote centers and prepare the voting machine and equipment for use at the vote centers. Perform all testing as required by law.
- (d) Work with ES&S Service Bureau to program ballot on behalf of Political Subdivision. The Contracting Officer may enter into a separate election’s services contract with another political subdivision for an election conducted on the same day. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Each Political Subdivision will furnish a list of candidates and/or propositions showing the order and the exact manner in which they are to appear on the official ballot, including

titles and text in each language in which the ballot is to be printed as soon after the filing period as possible.

(e) Serve as early voting clerk and provide deputy early voting clerks to assist with the early voting. As Early Voting Clerk, the Contracting Officer, shall receive applications for early voting ballots to be voted by mail. Any requests for early voting ballots to be voted by mail received by the Political Subdivision shall be forwarded immediately to the Contracting Officer, for processing.

(f) Notify the Political Subdivision of the date, time, and place of the election school and arrange for a facility for holding the school.

(g) Publish the legal notice of date, time, and place of the test of the electronic tabulating equipment and conduct such test.

(h) Be responsible for accumulating votes cast at each of the vote centers. In accordance with TEC, Chapter 127.151:

Accumulation Station Manager: Lana Stevens, Elections Administrator

Station Supervisor: Tara Arredondo, Assistant Elections Administrator

The Contracting Officer will prepare the unofficial canvass reports after all precincts have been counted and will deliver a copy of the unofficial canvass to the Political Subdivision as soon as possible after all returns have been tabulated. All participating authorities shall be responsible for the official canvass of their respective elections.

The Contracting Officer shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office.

(i) Assist in the general overall supervision of the election and provide advisory services in connection with the decisions to be made and the actions to be taken by the officers of the Subdivision who are responsible for holding the election.

DUTIES AND SERVICES OF "POLITICAL SUBDIVISION"

(a) Political Subdivision will furnish a list of candidates and/or propositions showing the order and the exact manner in which they are to appear on the official ballot, including titles and text in each language in which the ballot is to be printed as soon after the filing period as possible.

(b) Publish and Post Notice of Election.

(c) Political Subdivision will provide copies of the Order of Election, Cancellation of Election, official canvass, and any other notices or orders regarding the Election made by the Political Subdivision.

FEES

All fees will be covered under the Political Subdivision's Elections Services Contract to conduct the Special Election.

GENERAL CONDITIONS

(a) Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the election is to be filed, the place at which any function is to be carried out, the officers who conduct the official canvass of the election returns, the officer to serve as custodian of the voted ballots or other election records, or any other nontransferable function specified by section 31.096 of the Texas Election Code.

(b) The Contracting Officer is the agent of the Political Subdivision for the purposes of contracting with third parties with respect to the election expenses within the scope of the Contracting Officer's duties, and the Contracting Officer is not liable for the failure to pay a claim.

(c1) Unless otherwise agreed in the contract between the parties, where the Political Subdivision or Contracting Officer fails to perform one or more of its contractual duties, the consequences set out in this clause will follow if and to the extent that that party establishes: (1) that its failure to perform was caused by an impediment beyond its reasonable control and (2) that it could not reasonably have avoided or overcome the effects of the impediment.

(c2) The party invoking this clause shall be presumed to have established the conditions described in the preceding paragraph in the case of the occurrence of one or more of the following impediments: war (whether declared or not), armed conflict or the serious threat of the same (including but not limited to hostile attack, blockade, military embargo), hostilities, invasion, act of a foreign enemy, extensive military mobilization, civil war, riot, rebellion, revolution, military or usurped power, insurrection, civil commotion or disorder, mob violence, act of civil disobedience, act of terrorism, sabotage or piracy; plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine, social distancing, isolation or other behavioral restrictions; act of authority whether lawful or unlawful, compliance with any law or governmental order, rule, regulation or direction, curfew restriction, expropriation, compulsory acquisition, seizure of works, requisition, nationalization; act of God or natural disaster such as but not limited to violent storm, cyclone, typhoon, hurricane, tornado, earthquake, landslide, flood, damage or destruction by lightning, drought; explosion, fire, destruction of machines, equipment and of any kind of installation, prolonged breakdown of transport, telecommunication or electric current; shortage or

inability to obtain critical material or supplies to the extent not subject to the reasonable control of the subject party (“force majeure event”).

(c3) This provision shall become effective only if the party failing to perform notifies the other party within a reasonable time of the extent and nature of the Force Majeure event, limits delay in performance to that required by the Event, and takes all reasonable steps to minimize damages and resume performance.

(c4) If the party failing to perform does not prove an impediment listed above, they are subject to a penalty fee due to the other party equal to the rental cost of the equipment and all expenses accrued up to that time/date.

(c5) If the party failing to perform does prove a Force Majeure event, the Political Subdivision will be responsible for all expenses accrued up to the time/date of the Force Majeure event.

(d) The Contracting Officer shall have this contract approved by Commissioners’ Court of Erath County.

(e) Only the actual expenses directly attributable to the Contract may be charged (Section 31.00(b), Texas Election Code).

By signing this agreement, Political Subdivision is acknowledging that the Contracting Officer may enter into a separate election’s services contract with another political subdivision for an election conducted on the same day.

IN WITNESS WHEREOF, the parties hereto acting under authority of their respective governing bodies have caused this Contract to be duly executed in several counterparts, each of which shall constitute an original, as of the _____ day of August, 2025.

City of Stephenville

Attest

Lana Stevens, Elections Administrator

Date

AGREEMENT FOR ASSESSMENT AND COLLECTION OF TAXES

Between

THE COUNTY OF ERATH, TEXAS

And

THE CITY OF STEPHENVILLE

THIS AGREEMENT made and entered into this the _____ day of _____, 2025, by and between the County of Erath ("the County"), and the City of Stephenville ("the Taxing Authority"), each acting herein by and through its duly authorized officials.

WITNESSETH:

WHEREAS, the parties to this Agreement wish to consolidate the assessment and collection of property taxes into one agency, i.e., the Tax Assessor-Collector of the County of Erath; and,

WHEREAS, the parties enter into this Agreement in order to eliminate the duplication of the existing system for collection of taxes and to promote governmental efficiency; and,

WHEREAS, the parties enter into this Agreement pursuant to the authority granted by Sections 6.23, 6.24 and 6.27, Property Tax Code, State of Texas, as amended, and Chapter 791, Government Code, known as the Interlocal Cooperation Act, as amended; and,

WHEREAS, the Taxing Authority desires the County to collect all said taxes now due and owing to the Taxing Authority on property located in the County,

NOW, THEREFORE, in consideration of the premises and of the terms, provisions and mutual promises herein contained, it is mutually agreed as follows:

I. SERVICES TO BE PERFORMED

A. The County shall collect the current and the delinquent ad valorem taxes owing to the Taxing Authority as hereinafter provided in this Agreement. The County further agrees to perform for the Taxing Authority all the duties relating to the assessment and collection of taxes for the Taxing Authority on property located in the County as provided for by the laws of the State of Texas for the assessment and collection of said taxes.

B. Tax assessment and collection services provided by the County to the Taxing Authority shall include, but shall not be limited to:

1. Calculation of current taxes and preparation of current tax roll and delinquent tax roll each year.
2. Mailing of current tax statements and all required delinquent tax statements to each taxpayer or their authorized agent.
3. Proration and/or collection of tax bills as required.
4. Preparation of tax receipts and tax certificates.
5. Collection of current and delinquent taxes, penalties and interest.
6. Issuance of tax refunds as required.

C. The current year taxes collected by the County for the Taxing Authority shall be remitted to the Taxing Authority weekly and the delinquent taxes collected by the County shall be remitted to the Taxing Authority monthly.

D. The Taxing Authority hereby designates the Tax Assessor-Collector of the County of Erath as its tax assessor and collector for property located in the County for all purposes.

E. The County shall provide the Taxing Authority with monthly and annual reports, as required by the Property Tax Code, which reports shall include all amounts collected by the County for the Taxing Authority, all amounts remitted to the Taxing Authority, and all sums withheld by the County under the provisions of this Agreement.

II. COSTS

The Taxing Authority agrees to pay the County the actual costs incurred for assessment and collection of taxes for the Taxing Authority, as provided for in Section 6.27(b), Property Tax Code, State of Texas. The parties agree that the actual cost incurred for assessment and collection of the Taxing Authority's taxes for each of the four years following the date this Agreement becomes effective shall be the amount reflected on the line including the Taxing Authority's name on Exhibit A, which is attached hereto and incorporated herein for all purposes. Following the expiration of four years, the actual cost incurred for assessment and collection of the Taxing Authority's taxes shall be recalculated, using the variables and formula reflected on Exhibit A with updated data.

Taxing Authority shall pay the amount due to the County under this Agreement in one installments, each due on or before January 31st.

The Taxing Authority will pay for the publication costs of any notices for the adoption of its tax rates or any other notices required by the Property Tax Code.

III. TERM OF AGREEMENT

This Agreement shall become effective as of _____, upon the execution of it by the parties hereto, and shall continue in force and effect from year to year; provided however, that either party shall have the right to terminate this agreement by giving notice of its intent to terminate the agreement to the other party no later than 90 days prior to October 1st of the year in which the agreement is to terminate.

IV. TRANSFER OF TAX INFORMATION

Upon execution of this agreement, the Taxing Authority will transfer to the County all unpaid taxes due. The Taxing Authority shall furnish the tax information to the County by electronic transmission or magnetic medium. The Taxing Authority will certify to the County the amount of taxes transferred to the County. Neither the County nor the County Tax Assessor-Collector shall be responsible for any omissions, errors or inaccuracies in the tax information transferred to the County. In the event the County Tax Assessor-Collector determines that the accounts transferred to the County contain an error resulting in a correction, deletion or reduction of the amount of taxes due on an account, the County Tax Assessor-Collector shall report such to the Taxing Authority. If any such event results in the necessity of a refund of taxes, the Taxing Authority will be responsible for the payment of the refund.

V. INDEMNIFICATION

The Taxing Authority shall indemnify and hold the County and the County Tax Assessor-Collector harmless from and against all liabilities, losses and/or costs arising from claims for damages, or suits for losses or damages, including reasonable costs and attorney's fees, which

may arise as a result of County or the County Tax Assessor-Collector's performance of the services described in this agreement. The indemnity provision of this contract shall have no application to any claim or demand which results from the sole negligence or fault of the County or the County Tax Assessor-Collector, their officers, agents, employees or contractors. And furthermore, in the event of joint and/or shared negligence or fault of the County, the County Tax Assessor-Collector and the Taxing Authority, responsibility and indemnity, if any, shall be apportioned in accordance with Texas law and without waiving any defenses of either party. The provisions of this paragraph are intended for the sole benefit of the parties hereto and are not intended to create or grant any right, contractual or otherwise, to any other persons or entities.

VI. EMPLOYMENT OF COUNSEL

The Taxing Authority expressly authorizes the County to select and contract with an attorney of its choosing for the collection of the delinquent taxes, penalties and interest due the Taxing Authority on property located in the County, as provided for by Section 6.30, Property Tax Code. The fee due the attorney shall not exceed the maximum allowable fee as provided for by Section 6.30, Property Tax Code, and shall be made payable from the delinquent taxes, penalties and interest collected. The County is further authorized to take all actions necessary to impose on behalf of the Taxing Authority the penalty provided for by Sections 33.07 and 33.08, Property Tax Code.

VII. MISCELLANEOUS PROVISIONS

A. The Taxing Authority may require the County to obtain a surety bond for the County Tax Assessor-Collector, acting in the capacity of assessor-collector for the Taxing Jurisdiction. In such instance, under the provisions provided for in Section 6.29 of the Property Tax Code, State of Texas, the bond must be made payable to and must be approved and paid for by the Taxing Authority in an amount determined by the Taxing Authority.

B. Neither the County nor the County Tax Assessor-Collector shall be liable to the Taxing Authority for any failure to collect taxes unless the failure to collect the taxes results from some failure on the part of the County Tax Assessor-Collector to perform the duties imposed by law and by this Agreement.

C. Payments by the parties for services under this Agreement shall be made from current revenues available to the parties.

D. Authorized refunds to property owners shall be made on the same check for all taxing units contracting for assessment and collection services with the County. Such changes include, but are not limited to, late exemption claims, clerical errors, overpayments, etc. All refunds and amounts applicable for return checks will be withheld from current collections, and will be annotated on the respective report.

E. Fees paid to the County Tax Assessor-Collector for the issuance of Tax Certificates shall be retained by the County.

F. In order to timely prepare and mail tax statements for the County and all other taxing authorities whose taxes are collected by the County, in accordance with Section 31.01(h), Texas

Property Tax Code, Taxing Authority agrees to adopt its tax rate for the year before the 60th day after the date the chief appraiser certifies the appraisal roll for the Taxing Authority under section 26.01, Texas Property Tax Code. If the Taxing Authority does not adopt its tax rate within the prescribed deadline, the County Tax Assessor-Collector may prepare and mail separate tax bills for the Taxing Authority. In such an event the Taxing Authority must pay the additional costs incurred in preparing and mailing the separate tax bills in addition to the costs agreed to be paid herein.

G. This Agreement shall be subject to all valid rules, regulations, laws and ordinances applicable thereto passed or promulgated by the United States of America, the State of Texas, the County of Erath, or any other governmental body or agency having lawful jurisdiction thereof.

VIII. OFFICIAL IMMUNITY

It is expressly understood and agreed that, in the execution of this Agreement, neither the County nor the Taxing Authority waives or shall be deemed hereby to waive any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

IX. AMENDMENTS

Any amendments, alterations, deletions or waiver of the provisions of this Agreement shall be valid only when expressed in writing and agreed to by official action of the governing bodies of both parties.

X. GENERAL PROVISIONS

A. Notices – Except as otherwise provided in this Agreement, all notices required or permitted herein shall be in writing and shall be deemed to be delivered when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, to the party's office or usual mailing address.

B. Parties Bound – This Agreement shall be binding upon the parties, their legal representatives, successors and assigns.

C. Copies – This Agreement is executed in multiple copies, any one of which or a true copy thereof, shall have the same evidentiary value.

D. Integration – It is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter hereof.

E. Severability – The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this agreement.

This Agreement is executed on behalf of the County of Erath and the City of Stephenville by the presiding officers of their governing bodies, each of whom is duly authorized to execute this instrument by order heretofore passed and duly recorded in their minutes.

CITY OF STEPHENVILLE

BY: _____
Mayor Pro Tem

COUNTY OF ERATH, TEXAS

BY: _____
Brandon Huckabee, County Judge

ATTEST:

Gwinda Jones, County Clerk

APPROVED:

Erath County Tax Assessor-Collector



**Erath County
Allocation of Costs
Tax Assessor Collector**

<u>Personnel</u>	<u>8</u>	<u>Amount</u>	<u>Tax Entity</u>	<u>M & O</u>	<u>Allocation %</u>	<u>Allocation Total</u>
Assessor/Collector	70%	55,062	Bluff Dale ISD	2,696,715	3.47%	21,003
Deputy Clerk	100%	50,000	Dublin City	1,671,181	2.15%	13,016
Clerk 1	100%	42,000	Dublin ISD	5,536,787	7.12%	43,122
Clerk 2	100%	42,000	Erath County	17,838,374	22.93%	138,929
Clerk 3	100%	40,000	Erath County Special	6,262,921	8.05%	48,777
Clerk 4	100%	40,000	Gordon ISD	324,585	0.42%	2,528
Clerk 5	100%	40,000	Huckabay ISD	2,538,226	3.26%	19,768
Clerk 6	100%	40,000	Lingleville ISD	1,912,289	2.46%	14,893
			Middle Trinity	387,220	0.50%	3,016
SubTotal Payroll		349,062	Morgan Mill ISD	1,192,917	1.53%	9,291
			Santo ISD	452,380	0.58%	3,523
SS	7.65%	26,703	Stephenville City	7,883,523	10.14%	61,399
Insurance - Group	1.10%	105,600	Stephenville ISD	28,385,694	36.49%	221,074
Retirement	9.81%	34,243	Three Way ISD	700,973	0.90%	5,459
Disability	0.60%	2,094				
Unemployment	0.60%	2,094	Total	77,783,787	100%	605,797
SubTotal Fringe		170,735				
Bonds		3,000				
Continuing Education		2,500				
Equipment - Capital		10,000				
Equipment - Non Capital		5,000				
Mileage Reimb		500				
Postage		15,000				
Printing Svc		5,000				
Software		40,000				
Supplies		5,000				
Telephone		-				
SubTotal Operating		86,000				
Total Cost		605,797				

STAFF REPORT

SUBJECT: Notice of Intent to Annex

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

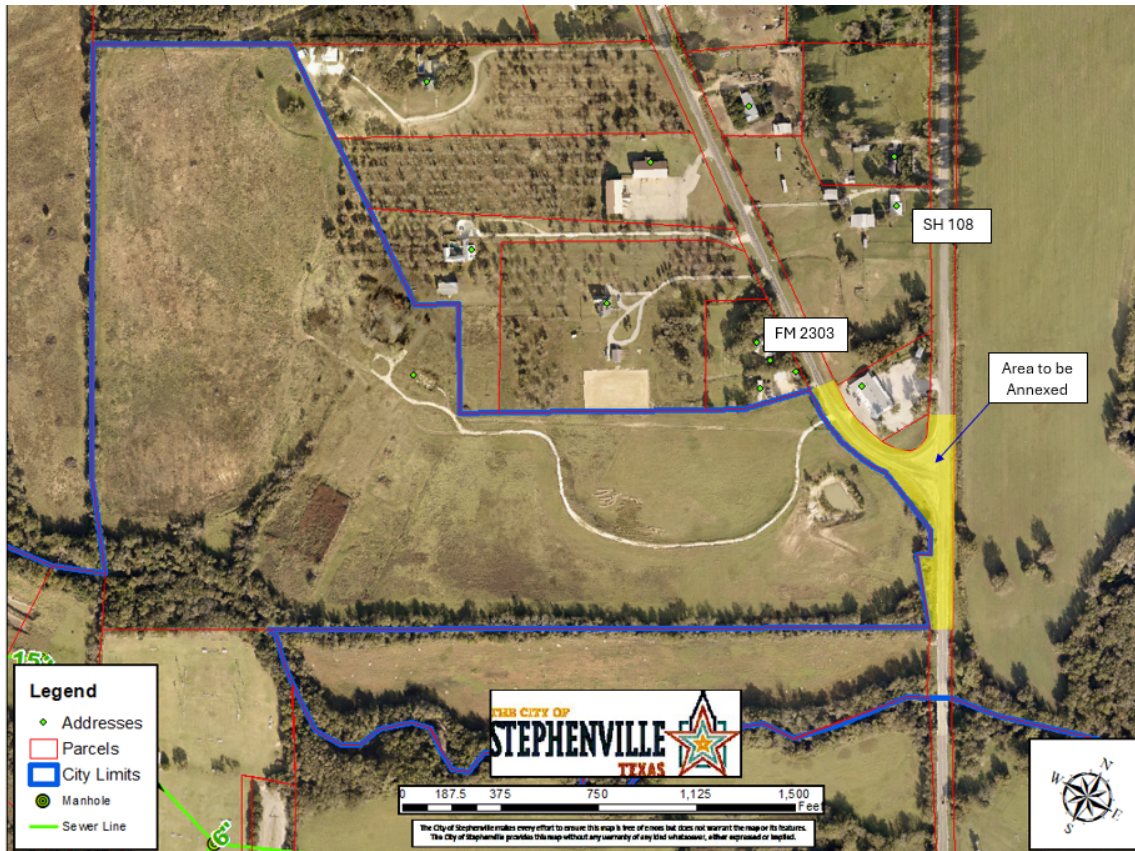
RECOMMENDATION:

To authorize the City Manager to proceed with Notice of Intent to Annex a portion of TxDOT Right-of-Way at the Intersection of FM 2303 and SH 108.

BACKGROUND:

TxDOT has required that the City enter into an Advanced Funding Agreement for the installation of a signal light at this intersection in relation to the development project known as La Paloma. Since the City does not control the intersection, annexation is recommended to enable staff to receive escrow funds from the Developer for the costs of the signal and execute an agreement with TxDOT. This process has been discussed with the Developer and TxDOT representatives. A survey has been requested and the 61-Day notice required by LGC Section 43.03 will be issued upon authorization.

PROPERTY PROFILE:



Sec. 43.1056. ANNEXATION OF CONTIGUOUS OR CONNECTING RIGHTS-OF-WAY. (a) Notwithstanding any other law, a municipality that is annexing an area under Subchapter C-3, C-4, C-5, or D may also annex with the area the right-of-way of a street, highway, alley, or other public way or of a railway line, spur, or roadbed, that is:

(1) contiguous and runs parallel to the municipality's boundaries; and

(2) contiguous to the area being annexed under Subchapter C-3, C-4, C-5, or D.

(b) A municipality may annex a right-of-way under this section only if:

(1) the municipality provides written notice of the annexation to the owner of the right-of-way, through the owner's registered agent, if applicable, not later than the 61st day before the date of the proposed annexation; and

(2) the owner of the right-of-way does not submit a written objection to the municipality before the date of the proposed annexation.

(c) If the owner of a right-of-way proposed to be annexed under this section is a governmental entity, the entity may specify the location at which a municipality must deliver notice under Subsection (b).

(d) Section [43.054](#) does not apply to the annexation of a right-of-way under this section.

Added by Acts 2021, 87th Leg., R.S., Ch. 560 (S.B. [374](#)), Sec. 2, eff. June 14, 2021.

Sec. 43.106. ANNEXATION OF COUNTY ROADS REQUIRED IN CERTAIN CIRCUMSTANCES. (a) A municipality that proposes to annex any portion of a county road or territory that abuts a county road must also annex the entire width of the county road and the adjacent right-of-way on both sides of the county road.

(b) If a road annexed under Subsection (a) is a gravel road, the county retains control of granting access to the road and its right-of-way from property that:

(1) is not located in the boundaries of the annexing municipality; and

(2) is adjacent to the road and right-of-way.

Added by Acts 2001, 77th Leg., ch. 393, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2015, 84th Leg., R.S., Ch. 1052 (H.B. [1949](#)), Sec. 2, eff.
September 1, 2015.

BEING a tract of land out of the Jarrett Menefee Survey, Abstract No. 520 and the M.R. Williams Survey, Abstract No. 804, Erath County, Texas, and being a portion of State Highway 108 and a portion of F.M. 2303, and being a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 264, Page 100, Official Public Records, Erath County, Texas (OPRECT), a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 265, Page 164, OPRECT, and a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 377, Page 247, OPRECT, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEGINNING at a point in the west right-of-way line of State Highway 108 for the southwest corner of said State of Texas tract (265/164) and the southeast corner of a tract of land described in the deed to Southwestern Pigeon Road, LLC, as recorded in Document No. 2023-00119, OPRECT, from which a 1/2 inch capped iron rod found marked "RPLS 1983" bears North 60°11'29" East, a distance of 0.40 feet, for the southernmost southwest corner of this tract;

THENCE with the west right-of-way line of State Highway 108 and the common line of said State of Texas tract (265/164) and said Southwestern Pigeon Road tract, the following courses and distances:

North 40°01'47" West, a distance of 281.77 feet to a point, from which a 1/2 inch iron rod found bears North 78°59'41" West, a distance of 0.64 feet;

North 60°11'29" East, a distance of 50.00 feet to a point, from which a 1/2 inch iron rod found bears North 63°31'38" East, a distance of 0.92 feet;

North 29°48'31" West, a distance of 93.86 feet to a point at the intersection of the south right-of-way line of F.M. 2303 and the west right-of-way line of State Highway 108 for the southeast corner of said State of Texas tract (377/247) and a corner of said Southwestern Pigeon Road tract, from which a 1/2 inch iron rod found bears North 50°35'10" West, a distance of 0.92 feet;

THENCE with the southern right-of-way line of F.M. 2303 and the common line of said State of Texas tract (377/247) and said Southwestern Pigeon Road tract, the following courses and distances:

North 68°31'31" West, a distance of 282.96 feet to a 1/2 inch iron rod found, for the beginning of a non-tangent curve to the right, with a radius of 527.47 feet, and a chord which bears North 74°59'16" West, a distance of 369.66 feet;

With said curve to the right, through a central angle of 41°01'30", an arc distance of 377.68 feet to a point for corner, from which a 3/8 inch iron rod found bears North 24°01'10" West, a distance of 1.00 feet;

North 54°28'31" West, a distance of 59.92 feet to a 3/8 inch iron rod found for a northern corner of said Southwestern Pigeon Road tract and the east corner of a tract of land described in the deed to Cody Beam and Judy Addison, as recorded in Document No. 2012-06130, OPRECT, for the westernmost southwest corner of this tract;

THENCE North 35°31'29" East, over and across F.M. 2303 and said State of Texas tract (377/247), a distance of 100.00 feet to a 5/8 inch capped iron rod set marked "NATIVE CO., LLC" (IRS) in the northern right-of-way line of F.M. 2303 and the southern line of a tract of land described in the deed to Johnny R. Dickens, et ux., as recorded in Document No. 2017-02684, OPRECT, for the westernmost northwest corner of this tract;

THENCE with the northern right-of-way line of F.M. 2303 and the northern line of said State of Texas tract (377/247), the following courses and distances:

South 54°28'31" East, passing a 1/2 inch iron rod found for the south corner of said Dickens tract and the southwest corner of a tract of land described in the deed to Gorman Milling Co., Inc., as recorded in Document No. 2017-05596, OPRECT at a distance of 30.05 feet, continuing for a total distance of 59.92 feet to an IRS for the beginning of a curve to the left, with a radius of 427.47 feet, and a chord which bears South 71°20'40" East, a distance of 248.09 feet;

With said curve to the left, through a central angle of 33°44'18", an arc distance of 251.71 feet to a point for the south corner of said Gorman Milling tract and an inner corner of said State of Texas tract (377/247), from which a 3 inch cut-off pipe post found bears North 50°35'10" West, a distance of 0.92 feet;

North 30°04'29" East, a distance of 212.49 feet to a railroad spike found at the intersection of the northern right-of-way line of F.M. 2303 and the west right-of-way line of State Highway 108, for the northeast corner of said State of Texas tract and the east corner of said Gorman Milling Co. tract, also being in the west line of said State of Texas tract (264/164), for an inner corner of this tract;

THENCE North 60°11'29" East, over and across State Highway 108 and said State of Texas tracts (265/164 & 264/100), a distance of 100.00 feet to an IRS in the east right-of-way line of State Highway 108 and the east line of said State of Texas tract (264/100), also being in the west line of a tract of land described in the deed to the John Tarleton Agricultural College, as recorded in Volume 265, Page 252, OPRECT, for the northeast corner of this tract;

THENCE South 29°48'55" East, with the east right-of-way line of State Highway 108, a distance of 815.17 feet to an IRS for the southeast corner of this tract;

THENCE South 60°12'09" West, over and across State Highway 108 and said State of Texas tract (264/100 & 265/164), a distance of 100.10 feet to the **POINT OF BEGINNING** and containing 4.049 Acres of Land.

SURVEY PLAT
OF 4.049 ACRES IN THE
JARRETT MENELEE SURVEY, ABSTRACT NO. 520
& THE M.R. WILLIAMS SURVEY, ABSTRACT NO. 804
ERATH COUNTY, TEXAS

LEGEND:

CMP.....Corrugated Metal Pipe
CO.....Cleanout
GY.....Guy Wire
IPF.....Iron Pipe Found
IRF.....Iron Rod Found
IRS.....5/8" Capped Iron Rod Found Marked "NATIVE CO., LLC"
LT.....Light Pole
MB.....Mail Box
OE.....Overhead Electric
PC.....Phone Cabinet
PD.....Phone Pedestal
PFC.....Point for Corner
PMK.....Phone Marker
PP.....Power Pole
O.P.R.E.C.T.....Official Public Records, Erath County, Texas
Wire Fence.....
Wood Fence.....

NOTES:

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.

CURVE DATA TABLE					
NO.	DELTA	RADIUS	ARC DIST	CHORD BEARING	CHORD DIST
C1	41°01'30"	527.47'	377.68'	N74°59'16"W	369.66'
C2	33°44'18"	427.47'	251.71'	S71°20'40"E	248.09'

LEGAL DESCRIPTION:

BEING a tract of land out of the Jarrett Menefee Survey, Abstract No. 520 and the M.R. Williams Survey, Abstract No. 804, Erath County, Texas, and being a portion of State Highway 108 and a portion of F.M. 2303, and being a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 264, Page 100, Official Public Records, Erath County, Texas (OPRECT), a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 265, Page 164, OPRECT, and a portion of that tract of land described in the deed to the State of Texas, as recorded in Volume 377, Page 247, OPRECT, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEGINNING at a point in the west right-of-way line of State Highway 108 for the southwest corner of said State of Texas tract (265/164) and the southeast corner of a tract of land described in the deed to Southwestern Pigeon Road, LLC, as recorded in Document No. 2023-00119, OPRECT, from which a 1/2 inch capped iron rod found marked "RPLS 1983" bears North 60°11'29" East, a distance of 0.40 feet, for the southernmost southwest corner of this tract;

THENCE with the west right-of-way line of State Highway 108 and the common line of said State of Texas tract (265/164) and said Southwestern Pigeon Road tract, the following courses and distances:

- North 40°01'47" West, a distance of 281.77 feet to a point, from which a 1/2 inch iron rod found bears North 78°59'41" West, a distance of 0.64 feet;
- North 60°11'29" East, a distance of 50.00 feet to a point, from which a 1/2 inch iron rod found bears North 63°31'38" East, a distance of 0.92 feet;
- North 29°48'31" West, a distance of 93.86 feet to a point at the intersection of the south right-of-way line of F.M. 2303 and the west right-of-way line of State Highway 108 for the southeast corner of said State of Texas tract (377/247) an a corner of said Southwestern Pigeon Road tract, from which a 1/2 inch iron rod found bears North 50°35'10" West, a distance of 0.92 feet;

THENCE with the southern right-of-way line of F.M. 2303 and the common line of said State of Texas tract (377/247) and said Southwestern Pigeon Road tract, the following courses and distances:

- North 68°31'31" West, a distance of 282.96 feet to a 1/2 inch iron rod found, for the beginning of a non-tangent curve to the right, with a radius of 527.47 feet, and a chord which bears North 74°59'16" West, a distance of 369.66 feet;
- With said curve to the right, through a central angle of 41°01'30", an arc distance of 377.68 feet to a point for corner, from which a 3/8 inch iron rod found bears North 24°01'10" West, a distance of 1.00 feet;
- North 54°28'31" West, a distance of 59.92 feet to a 3/8 inch iron rod found for a northern corner of said Southwestern Pigeon Road tract and the east corner of a tract of land described in the deed to Cody Beam and Judy Addison, as recorded in Document No. 2012-06130, OPRECT, for the westernmost southwest corner of this tract;

THENCE North 35°31'29" East, over and across F.M. 2303 and said State of Texas tract (377/247), a distance of 100.00 feet to a 5/8 inch capped iron rod set marked "NATIVE CO., LLC" (IRS) in the northern right-of-way line of F.M. 2303 and the southern line of a tract of land described in the deed to Johnny R. Dickens, et ux., as recorded in Document No. 2017-02684, OPRECT, for the westernmost northwest corner of this tract;

THENCE with the northern right-of-way line of F.M. 2303 and the northern line of said State of Texas tract (377/247), the following courses and distances:

- South 54°28'31" East, passing a 1/2 inch iron rod found for the south corner of said Dickens tract and the southwest corner of a tract of land described in the deed to Gorman Milling Co., Inc., as recorded in Document No. 2017-05596, OPRECT at a distance of 30.05 feet, continuing for a total distance of 59.92 feet to an IRS for the beginning of a curve to the left, with a radius of 427.47 feet, and a chord which bears South 71°20'40" East, a distance of 248.09 feet;
- With said curve to the left, through a central angle of 33°44'18", an arc distance of 251.71 feet to a point for the south corner of said Gorman Milling tract and an inner corner of said State of Texas tract (377/247), from which a 3 inch cut-off pipe post found bears North 50°35'10" West, a distance of 0.92 feet;
- North 30°04'29" East, a distance of 212.49 feet to a railroad spike found at the intersection of the northern right-of-way line of F.M. 2303 and the west right-of-way line of State Highway 108, for the northeast corner of said State of Texas tract and the east corner of said Gorman Milling Co. tract, also being in the west line of said State of Texas tract (264/164), for an inner corner of this tract;

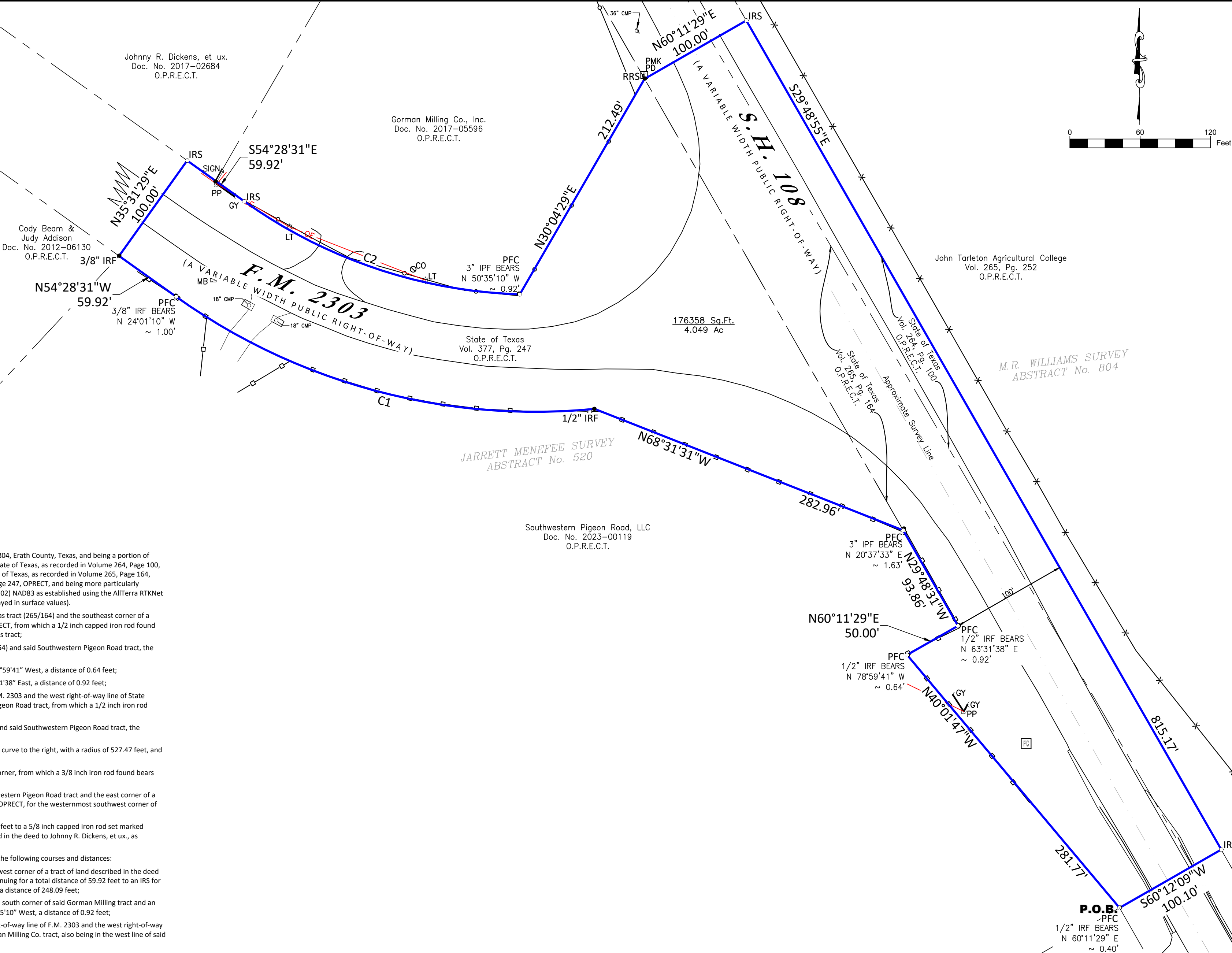
THENCE North 60°11'29" East, over and across State Highway 108 and said State of Texas tracts (265/164 & 264/100), a distance of 100.00 feet to an IRS in the east right-of-way line of State Highway 108 and the east line of said State of Texas tract (264/100), also being in the west line of a tract of land described in the deed to the John Tarleton Agricultural College, as recorded in Volume 265, Page 252, OPRECT, for the northeast corner of this tract;

THENCE South 29°48'55" East, with the east right-of-way line of State Highway 108, a distance of 815.17 feet to an IRS for the southeast corner of this tract;

THENCE South 60°12'09" West, over and across State Highway 108 and said State of Texas tract (264/100 & 265/164), a distance of 100.10 feet to the **POINT OF BEGINNING** and containing 4.049 Acres of Land.



P.O. Box 2465 Stephenville, Tx 76401
zane@nativeandsurveying.com ~ 254-434-6695
TBPELS Firm No. 10194572



SURVEYOR'S CERTIFICATION

I, N. Zane Griffin, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground.

N. Zane Griffin
N. Zane Griffin, RPLS No. 6810
Date: August 25, 2025



STAFF REPORT

SUBJECT: Notice of Intent to Annex

DEPARTMENT: Development Services

STAFF Steve Killen, Director of Development Services

CONTACT:

RECOMMENDATION:

The City Manager was authorized at the April, 2025 meeting to proceed with the Annexation of City Owned parcels on Highway 67 near the Clark Regional Airport per the authority expressed in LGC.

BACKGROUND:

§ 5. Extension of city limits by city council.

The city council shall have power by ordinance to fix the boundary limits of the City of Stephenville; and to provide for the extension of said boundary limits and the annexation of additional territory lying adjacent to said city, with or without the consent of the territory and inhabitants annexed. Upon the introduction of such an ordinance in the city council, it shall be published one time in a newspaper of general circulation in the City of Stephenville, and shall not thereafter be finally acted upon until at least thirty (30) days have elapsed after such publication thereof. Any citizen of Stephenville, or of the territory to be annexed, shall have the right to contest such annexation by filing with the city council a written petition setting out their reasons for such contest, and after such citizen or citizens shall have been given an opportunity to be heard, said ordinance, in original or amended form, as said council in its judgment may determine, may be finally passed, and the territory so annexed shall be a part of the City of Stephenville, and the inhabitants thereof shall be entitled to all the rights and privileges of other citizens, and shall be bound by the acts, ordinances, resolutions, and regulations of said city.

(Ord. No. 2018-O-47, § 4(Exh. A), 11-15-2018 (Elec. of 11-6-2018))

Stephenville, Texas 2025 Voluntary Annexation B



ORDINANCE NO. 2025-O-____

AN ORDINANCE ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY.

WHEREAS, the City owns Parcels R78439, a Portion of R28648 and R24340 Erath County Texas ("Exhibit A"); and desires to annex said property into the City of Stephenville city limits;

WHEREAS, the procedures prescribed by the Charter of the City of Stephenville, Texas, and the laws of this state have been duly followed with respect to the following described territory, recorded in the Official Public Records of Erath County, and that territory's metes and bounds being attached as part of "Exhibit B."

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Stephenville, Texas:

SECTION 1.

The above-described property is hereby annexed to the City of Stephenville, Erath County, Texas, and that the boundary limits of the City of Stephenville are hereby extended to include said territory within the city limits of the City of Stephenville. The same shall hereafter be included within the territorial limits of said city, and the inhabitants thereof shall hereafter be entitled to all the rights and privileges of other citizens of the City of Stephenville and they shall be bound by the acts, ordinances, resolutions, and regulations, of said city.

SECTION 2.

The City Secretary is hereby directed to file with the County Clerk of Erath, Texas, a certified copy of this ordinance.

PASSED AND APPROVED this 2nd day of September 2025.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

Stephenville, Texas 2025 Voluntary Annexation B

EXHIBIT 'A'

480

C. R28648

B. R78439

D. R24340

Legend

— Roads

▭ Parcels

▭ City Limits

Parcel

▭ B. R78439

▭ C. R28648

▭ D. R24340

THE CITY OF
STEPHENVILLE
TEXAS



0 130 260 520 780 Feet

The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features.
The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.



Being 12.977 acres of land, situated in the Mathew Roberts Survey, A-640, Erath County, Texas, and being a portion of a called 142.44 acre tract which was conveyed to Cheryl Longley by an instrument recorded in Volume 1301, Page 634, Erath County Deed Records (ECDR, said 12.977 acres of land being more particularly described by metes and bounds as follows;

BEGINNING at a 3/8" iron rod with a plastic cap found at the most westerly corner of the above mentioned 142.44 acre tract, the same being in the southeast boundary line of a 0.43 acre tract which was conveyed to Cheryl Longley by an instrument recorded in Volume 1301, Page 634, ECDR, the same also being the north corner of a 2.02 acre tract which was conveyed to Paul Wayne Jackson, et ux by an instrument recorded in Volume 1069, Page 219, ECDR;

THENCE N 60° 07' 01" E, along the northwest boundary line of said 142.44 acre tract, and the southeast boundary line of said 0.43 acre tract and the southeast boundary line of a 7.0 acre tract which was conveyed to the City of Stephenville by an instrument recorded in volume 367, Page 359, ECDR, and the South right-of-way line of a County Road, a distance of 716.76 feet to a 3/8" iron rod with a plastic cap found at the east corner of said 7.0 acre tract;

THENCE S 30° 59' 42" E, a distance of 918.61 feet to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the beginning of a curve to the right;

THENCE in a southerly direction, following said curve having a delta angle of 50° 56' 30", a radius of 70.00 feet and an arc length of 62.24 feet (chord= S 05° 31' 27" E, 60.21 feet) to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the end of said curve;

THENCE S 19° 56' 48" W, a distance of 271.65 feet to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the point of intersection with the southwest boundary line of said 142.44 acre tract, the same being the northeast right-of-way line of U.S. Highway 67, a 3/8" iron rod found at an interior corner of said 142.44 acre tract, the same being the most west corner of a 16.177 acre tract which was conveyed to Roland D. Feemster by an instrument recorded in Volume 1321, Page 238, ECDR bears, S 70° 11' 31" E, 632.65 feet;

THENCE N 70° 11' 31" W, along said northeast right-of-way line, and said southwest boundary line, 348.12 feet to a 3/8" iron rod found at the southeast corner of a 1.19 acre tract which was conveyed to the City of Stephenville by an instrument recorded under instrument number 2009-00890, ECDR;

THENCE N 26° 16' 08" E, along the east boundary line of said 1.19 acre tract, 186.30 feet to a 3/8" iron rod found at the northeast corner of said 1.19 acre tract;

THENCE N 70° 35' 24" W, along the north boundary line of said 1.19 acre tract, 296.65 feet to a 3/8" iron rod found at the northwest corner of said 1.19 acre tract, the same being the northeast corner of a 1.04 acre tract which was conveyed to the Pantry and More, Inc., by an instrument recorded under instrument number 2016-00212, ECDR;

THENCE along the common line between said 1.04 acre tract and said 142.44 acre tract, by the following courses:

N 63° 09' 27" W. 171.65 feet to a 3/8" iron rod found at an angle point,

S 84° 49' 31" W, 61.06 feet to a fence corner post found at an angle point, and

S 67° 36' 41" W, 85.24 feet to a 3/8" iron rod found at the northwest corner of said 1.04 acre tract, the same being in the east boundary line of a 1.01 acre tract which was conveyed to Phillip Dean Jackson, et al by an instrument recorded in Volume 773, Page 48, ECDR;

THENCE N 30° 17' 12" W, along the east boundary line of said 1.01 acre tract, 120.14 feet to a 3/8" iron rod found at the northeast corner of said 1.01 acre tract, the same being the southeast corner of the aforementioned 2.02 acre tract;

THENCE N 30° 36' 45" W, along the east boundary line of said 2.02 acre tract, 254.14 feet to the PLACE OF BEGINNING and containing 12.977 acres of land, more or less.

Being 0.431 acres (18786 square feet) of land, situated in the Mathew Roberts Survey, A-640, Erath County, Texas, and being all of a called 0.43 acre tract which was conveyed to Cheryl Longley by an instrument recorded in Volume 1301, Page 634, Erath County Deed Records (ECDR, said 0.431 acres (18786 square feet) of land being more particularly described by metes and bounds as follows;

BEGINNING at a 3/8" iron rod found at most southerly corner of the above mentioned called 0.43 acre tract, the same being the most westerly corner of a 2.02 acre tract which was conveyed to Paul Wayne Jackson, et ux by an instrument recorded in Volume 1069, Page 219, ECDR, and also being in the northeast right-of-way line of US Highway 67;

THENCE N 70° 06' 55" W, along said northeast right-of-way line, a distance of 39.14 feet to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the most westerly corner of said called 0.43 acre tract the same being the most southerly corner of a 2.00 acre tract which was conveyed to Malcolm Watkins by an instrument recorded in Volume 517, Page 410, ECDR;

THENCE N 60° 09' 20" E, along the northwest boundary line of said called 0.43 acre tract and the southeast boundary line of said 2.00 acre tract, at a distance of 250.38 feet pass a 3/8" iron rod found at the east corner of said 2.00 acre tract, and continuing along said northwest boundary line and the southeast boundary line of a 10.97 acre tract which was conveyed to Michael T. Ballow, et ux, by an instrument recorded in Volume 924, Page 664, ECDR, for a total distance of 680.19 feet to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the North corner of said called 0.43 acre tract;

THENCE S 30° 48' 59" E, along the northeast boundary line of said called 0.43 acre tract, the same being the southwest boundary line of a 7.0 acre tract which was conveyed to the City of Stephenville by an instrument recorded in Volume 367, Page 359, ECDR, a distance of 27.02 feet to a 1/2" iron rod with a plastic cap stamped "KSA ENG" set at the most easterly corner of said called 0.43 acre tract;

THENCE S 60° 07' 01" W, along the southeast boundary line of said called 0.43 acre tract, the same being a northwest boundary line of a 142.44 acre tract which was conveyed to Cheryl Longley by an instrument recorded in Volume 1301, Page 634, ECDR., a distance of 185.57 feet to a 3/8" iron rod with a plastic cap found at the most westerly corner of said 142.44 acre tract, the same being the north corner of the aforementioned 2.02 acre tract;

THENCE S 59° 49' 26" W, along said southeast boundary line, the same being the northwest boundary line of said 2.02 acre tract, a distance of 469.79 feet to the PLACE OF BEGINNING and containing 0.431 acres (18786 square feet) of land.

EXHIBIT "B" Portion of R28648

LEGEND:

CIRF.....Capped Iron Rod Found
D.R.E.C.T.....Deed Records, Erath County, Texas
O.P.R.E.C.T.....Official Public Records, Erath County, Texas

NOTES:

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
2. According to the scaled location of FEMA Firm Map No. 48143C0450D, effective date November 16, 2011, a portion of the subject property lies within Zone A - Special Flood Hazard Areas and a portion lies within Zone X - Areas determined to be outside the 0.2% chance annual flood.
3. This survey was prepared without the benefit of a current commitment for title insurance. Additional easements and/or restrictions may affect the subject property.
4. See separate metes and bounds description prepared with this survey plat.

0.345 OF AN ACRE OUT OF THE
MATTHEW ROBERTS SURVEY, ABSTRACT
NO. 640,
ERATH COUNTY, TX

CALLER 7.0 AC
CITY OF STEPHENVILLE
VOL. 367, PG. 359
D.R.E.C.T.

CR 480

15042 Sq.Ft.
0.345 Ac

0.34 AC ROAD EASEMENT
CHERYL LONGLEY
VOL. 1301, PG. 635
D.R.E.C.T.

Called 12.977 Ac
City of Stephenville
Doc. No. 2024-02706
O.P.R.E.C.T.

LINE DATA TABLE

NO.	BEARING	DIST
L1	N30°51'43"W	27.04'
L2	S31°02'17"E	29.47'

SURVEYOR'S CERTIFICATION

I, N. Zane Griffin, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground.

N. Zane Griffin
N. Zane Griffin, RPLS No. 6810
Date: September 2, 2025



P.O. Box 2465 Stephenville, Tx 76401
zane@nativelandsurveying.com ~ 254-434-6695
TBPELS Firm No. 10194572

Portion of R28648
0.345 OF AN ACRE OUT OF THE
MATTHEW ROBERTS SURVEY, ABSTRACT
NO. 640,
ERATH COUNTY, TX

METES AND BOUNDS DESCRIPTION:

BEING a tract of land out of the Matthew Roberts Survey, Abstract No. 640, Erath County, Texas, and being a portion of that called 7.0 acre tract of land described in the deed to the City of Stephenville, as recorded in Volume 367, Page 359, Deed Records, Erath County, Texas (DIRECT), same being all of that called 0.34 acre road easement described in the deed to Cheryl Longley, as recorded in Volume 1301, Page 635, DIRECT, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEGINNING at a 3/8 inch capped iron rod found marked "RPLS 1529" for the southeast corner of said 7.0 acre City of Stephenville tract and the southeast corner of said road easement, also being an inner corner of a tract of land described in the deed to Cheryl Longley, as recorded in Volume 1301, Page 634, DIRECT;

THENCE South 60°06'37" West, with the south line of said 7.0 acre City of Stephenville tract and the south line of said road easement, passing a 1/2 inch capped iron rod found marked "KSA ENG." for the northeast corner of a called 12.977 acre tract of land described in the deed to the City of Stephenville, as recorded in Document No. 2024-02706, Official Public Records, Erath County, Texas (OPRECT) at a distance of 1.21 feet, continuing for a total distance of 532.50 feet to a 1/2 inch capped iron rod found marked "KSA ENG." for the southwest corner of said 7.0 acre City of Stephenville tract and the southwest corner of said road easement, also being the southeast corner of a called 0.431 of an acre tract of land described in the deed to the City of Stephenville, as recorded in Document No. 2024-02706, OPRECT;

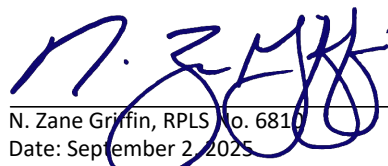
THENCE North 30°51'43" West, with the common line of said 7.0 acre City of Stephenville tract and said 0.431 of an acre City of Stephenville tract, a distance of 27.04 feet to a 1/2 inch capped iron rod found marked "KSA ENG." for the northwest corner of this tract and the northwest corner of said road easement, also being the southeast corner of a called 0.558 acre tract of land described in the deed to the City of Stephenville, as recorded in Volume 966, Page 303, DIRECT;

THENCE North 59°50'56" East, over and across said 7.0 acre tract and with the north line of said road easement, a distance of 532.38 feet to a 3/8 inch capped iron rod found marked "RPLS 1529" in the east line of said 7.0 acre City of Stephenville tract and the west line of said Longley tract, for the northeast corner of this tract and the northeast corner of said road easement;

THENCE South 31°02'17" East, with the east line of said 7.0 acre tract, a distance of 29.47 feet to the **POINT OF BEGINNING** and containing 15,042 Square Feet or 0.345 of an Acre of Land.

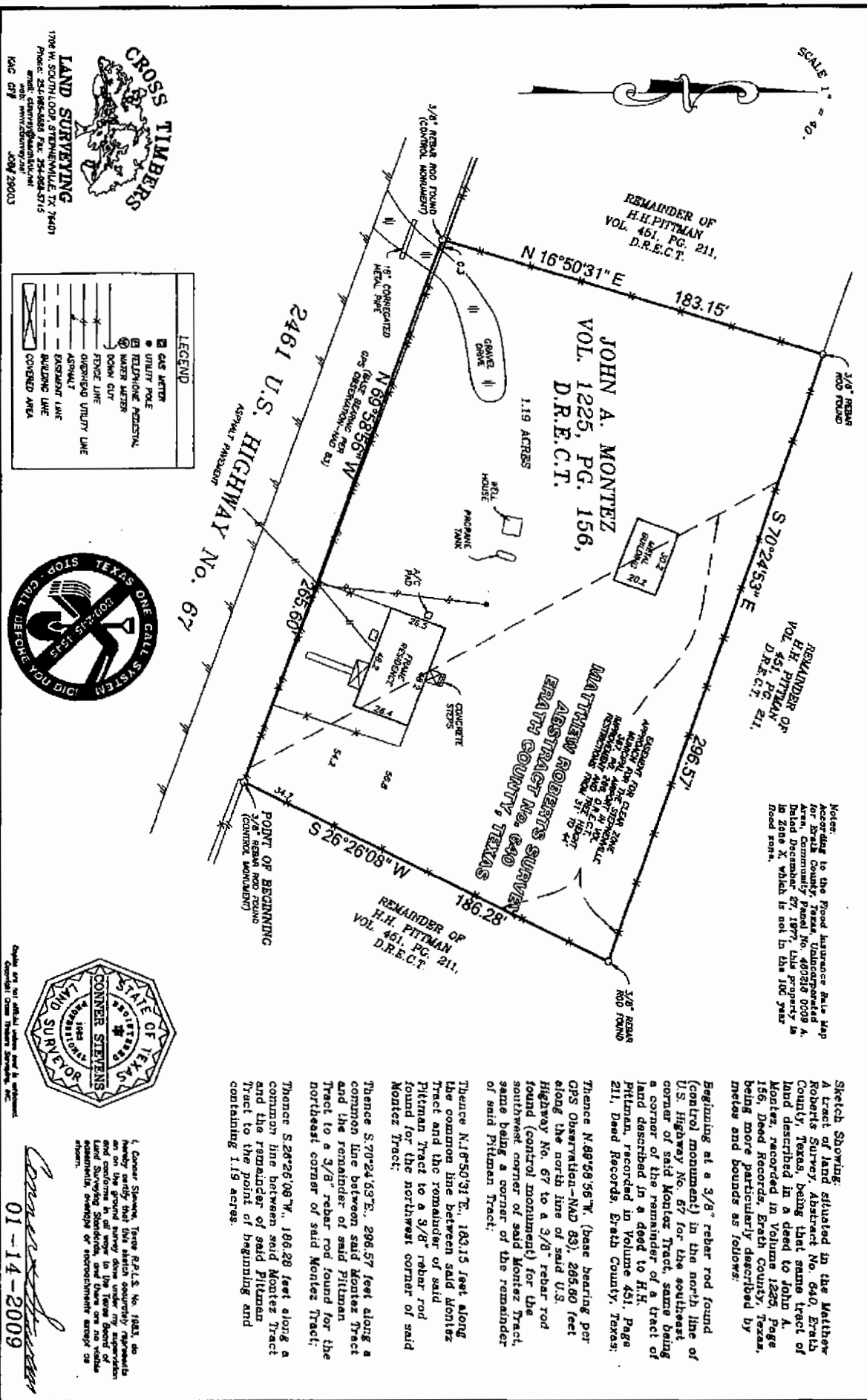
SURVEYOR'S CERTIFICATION

I, N. Zane Griffin, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground.


N. Zane Griffin, RPLS No. 6810
Date: September 2, 2025



P.O. Box 2465 Stephenville, Tx 76401
zane@nativelandsurveying.com ~ 254-434-6695
TBPELS Firm No. 10194572



Public Works

STAFF REPORT

SUBJECT: Pedestrian Hybrid Beacons – Harbin/Tarleton Crosswalk
MEETING: Council Meeting – 02 SEP 2025
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends purchase of the Pedestrian Hybrid Beacon (PHB) equipment from ELTEC Electrotechnics corporation as the sole-source manufacturer and supplier, for the crosswalk on Harbin Drive at Tarleton Street.

BACKGROUND:

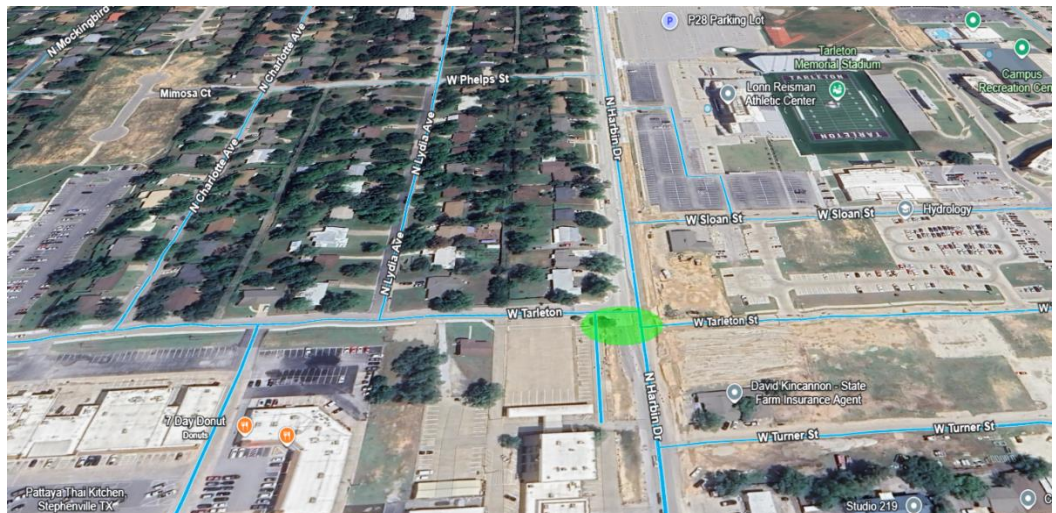
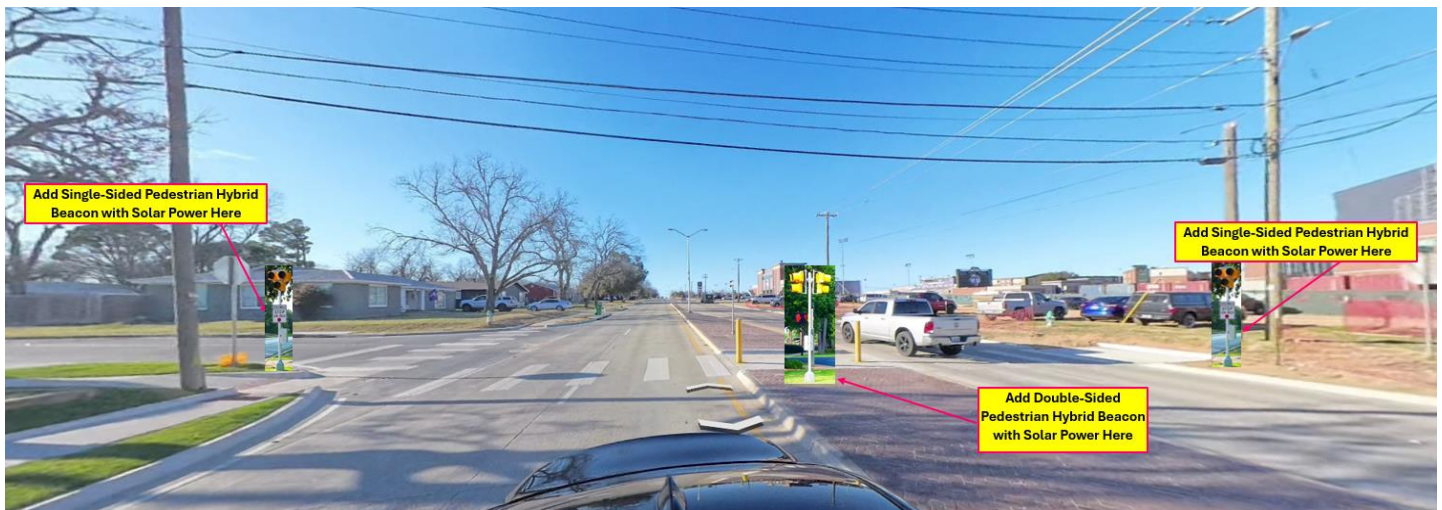
The proposed PHB's will provide push-button activation to improve pedestrian safety for those crossing Harbin Drive. The proposed equipment will match the equipment installed on Frey Street adjacent to the SISD football stadium.

FISCAL IMPACT SUMMARY:

The equipment purchase of \$55,377.00, if approved, would be within budget and would utilize FY24-25 Street Maintenance Funds. The lead time is 12-14 weeks from order. The lowest quoted installation cost is just under \$23,000.00.

ATTACHMENT(S):

Attached is a copy of the sole-source letter and quote received from ELTEC.
Images are enclosed below to show the approximate installation location.



ELTEC

ELECTROTECHNICS CORPORATION

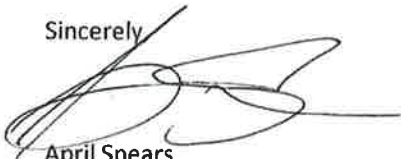
August 21, 2025

To whom it may concern

This letter is to confirm that ELTEC products, including the **HAWK** system, are sole-source products manufactured at ELTEC. These products must be purchased directly from ELTEC.

If you desire more information, please contact me at 903-938-1901 or visit our website at www.elteccorp.com.

Sincerely,



April Spears
President

1310 Commerce Street, Marshall, TX 75672 800-227-1734 903-938-1901 Fax 903-938-938-1977

www.ELTECCORP.com



Quote #: 15642

Date: 08/19/25

Lead Time: 12 Weeks

ELECTROTECHNICS CORPORATION**1310 Commerce St. Marshall, TX 75672****(903) 938-1901 / (800) 227-1734****FAX: (903) 938-1977**

Customer: City of Stephenville

Ship Date 30 Days On Rcpt of PO

Terms: 30 Days

Attention: Mary Stanford

Quoted by: Harold

Project Field: STEPHENVILLE, TX (Harbin Dr) - THREE POLES (1 back-to-back, 2 single cluster) SOLAR HAWK PED
CROSSING WITH (3 LED) CLUSTER ASSEMBLIES WIRELESS BETWEEN POLES. CONFIGURATION DEPENDS
ON LOCATION, ACTIVATIONS, ETC.

Sys.	Qty	AC/DC	Description	Price-Sys Total	Freight	Sales Price
A	1	DC	(median back-to-back pole system) SOLAR HAWK PED CROSSING - TWO 3-SECTION CLUSTERS PER POLE WIRELESS BETWEEN POLES	\$16,884	\$0	\$16,884
B	1	-	(median back-to-back signs) SIGN, R10-23 CROSSWALK 'STOP ON RED' 24" X 30" WHITE BLACK LETTERING	\$296	\$0	\$296
C	2	DC	(single HAWK cluster pole systems) SOLAR HAWK PED CROSSING - ONE 3-SECTION CLUSTERS PER POLE WIRELESS BETWEEN POLES	\$14,294	\$0	\$28,588
D	2	-	(single HAWK cluster pole signs) SIGN, R10-23 CROSSWALK 'STOP ON RED' 24" X 30" WHITE BLACK LETTERING	\$197	\$0	\$394
E	3	-	16' SCHEDULE 80 POLE ASSEMBLY WITH ANCHOR CAGE	\$2,355	\$0	\$7,065
F	1		ESTIMATED FREIGHT	\$0	\$2,150	\$2,150
					\$2,150	\$55,377

Parts for Systems:

SYSTEM: A

- (1) CABINET, 3 COMPARTMENT, POLICE LOCKS, BANDING MOUNTS
- (1) LED, PED HEAD, COUNTDOWN, 12/24VDC, TSL-PED-16-CIL-P1
- (6) VISOR, 12" YELLOW, POLY, TUNNEL - McCAIN
- (2) LED LENS, 12" AMBER 12VDC, TRASTAR DURALIGHT JXC-300DCY 5 WATT
- (4) LED LENS, 12" RED, 12VDC, TRASTAR DURALIGHT JXC-300DCR 5 WATT
- (2) ASTRO BRAC, SIGNAL MOUNTING HAWK CLUSTER 96" CABLE, AB-0168-96-PNC
- (1) MOUNT, YELLOW CLAMSHELL, FOR HAWK BANDING
- (2) BACK PLATE, POLY, BLACK, HAWK, USED WITH PELCO ASTRO-BRAC AB-0168, McCAIN M46666-5
- (1) PED COUNTDOWN HOUSING WITH POLY YELLOW HOUSING AND BLACK Z-CRATE VISOR
- (1) ASSEMBLY, HAWK LED MOUNTING, SIGNAL CABLE FROM PANEL TO PED LED TO ROUND LEDS
- (1) ASSEMBLY, STANDARD BACK PANEL WITH PROSTAR 30, FOR HAWK
- (3) BATTERY, 100 AMPERE HOUR, UB121000 OR DCM0090
- (1) COAX ASSEMBLY, LMR-240, 2', TYPE N
- (1) ANTENNA, 900MHz 3dB OMNI STREAKWAVE TRA9023NP 'SALT SHAKER'
- (1) PUSHBUTTON STATION, CAMPBELL GUARDIAN, YELLOW W/ 9X15 R10-3E(L) SIGN
- (6) HEAD, 12" YELLOW POLY, McCAIN

SYSTEM: A

- (2) SOLAR PANEL, 140 WATT, AMERESCO
- (1) RACK, SOLAR PANEL, TAMARACK UNI-SP/02X #706731 FOR DUAL 140W-150W MODULES
- (1) CONTROLLER, REVISED MIKROS EIC W/ RADIO, PUWZCONTROLLER

SYSTEM: B

- (2) SIGN, R10-23 CROSSWALK 'STOP ON RED' 24" X 30" WHITE BLACK LETTERING
- (1) SIGN MOUNTING KIT, SINGLE SIDED OR DOUBLE SIDED, 4.5" POLE, TWO MOUNTING POINTS, EXTRUDED ALUMINUM WITH BACKER PLATES & BOLTS

SYSTEM: C

- (1) CABINET, 2 COMPARTMENT, POLICE LOCK, 4.5" POLE MOUNT
- (1) LED, PED HEAD, COUNTDOWN, 12/24VDC, TSL-PED-16-CIL-P1
- (3) VISOR, 12" YELLOW, POLY, TUNNEL - McCain
- (1) LED LENS, 12" AMBER 12VDC, TRASTAR DURALIGHT JXC-300DCY 5 WATT
- (2) LED LENS, 12" RED, 12VDC, TRASTAR DURALIGHT JXC-300DCR 5 WATT
- (1) ASTRO BRAC, SIGNAL MOUNTING HAWK CLUSTER 96" CABLE, AB-0168-96-PNC
- (1) MOUNT, YELLOW CLAMSHELL, FOR HAWK BANDING
- (1) BACK PLATE, POLY, BLACK, HAWK, USED WITH PELCO ASTRO-BRAC AB-0168, McCain M46666-5
- (1) PED COUNTDOWN HOUSING WITH POLY YELLOW HOUSING AND BLACK Z-CRATE VISOR
- (1) ASSEMBLY, HAWK LED MOUNTING, SIGNAL CABLE FROM PANEL TO PED LED TO ROUND LEDS
- (1) ASSEMBLY, STANDARD BACK PANEL WITH PROSTAR 30, FOR HAWK
- (2) BATTERY, 110 AMPERE HOUR, UB121100 OR SLA1199
- (1) COAX ASSEMBLY, LMR-240, 2', TYPE N
- (1) ANTENNA, 900MHz 3dB OMNI STREAKWAVE TRA9023NP 'SALT SHAKER'
- (1) PUSHBUTTON STATION, CAMPBELL GUARDIAN, YELLOW W/ 9X15 R10-3E(L) SIGN
- (3) HEAD, 12" YELLOW POLY, McCain
- (1) SOLAR PANEL, 140 WATT, AMERESCO
- (1) CONTROLLER, REVISED MIKROS EIC W/ RADIO, PUWZCONTROLLER
- (1) POST TOP RACK FOR SINGLE SOLAR PANEL

SYSTEM: D

- (1) SIGN, R10-23 CROSSWALK 'STOP ON RED' 24" X 30" WHITE BLACK LETTERING
- (1) SIGN MOUNTING KIT, SINGLE SIDED OR DOUBLE SIDED, 4.5" POLE, TWO MOUNTING POINTS, EXTRUDED ALUMINUM WITH BACKER PLATES & BOLTS

SYSTEM: E

- (1) KIT, POLE 4.5"X 16', SCHEDULE 80 ALUMINUM WITH BASE, COLLAR, AND ANCHOR BOLTS
- (1) ANCHOR CAGE WITH WASHERS, NUTS, PELCO AP-1095-GLV

*** Freight is an estimate.**

*** Unless specified, signs are type XI Diamond Grade DG3.**

*** Please send Purchase Orders to orders@elteccorp.com. Please include project plans if available.**

*** PO submittal is acceptance to the parts as shown on this quote.**

Customer FREIGHT IS ESTIMATED. INSTALLATION BY OTHERS. SCHEDULE 80 POLE WITH ANCHOR CAGE QUOTED. NOT
Notes: CONFIGURED FOR MAST ARMS. MEETS MUTCD GUIDELINE OF AT LEAST 2 (3 LED) CLUSTERS FACING EACH
DIRECTION OF TRAFFIC PER CROSSWALK.

HERE IS OUR QUOTATION ON THE DESCRIBED PROJECT, SUBJECT TO THE CONDITIONS NOTED:

The prices and terms of this quotation are not subject to verbal changes or other agreements unless approved in writing by ELTEC. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on the date of the quotation and are subject to change by ELTEC before final acceptance. Typographical errors are subject to corrections. Purchaser assumes liability for patent or copyright infringement when goods are manufactured to purchaser's specifications. When quotation specifies some components to be furnished by purchaser, suitable quality must be made to conform to project specifications. Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which might appear on the purchaser's formal order would not be binding on the seller.

*Any items not included on the quote are the responsibility of the purchaser. By signing this quote form, you are accepting this quote as is. All items are sent via ground shipping, if items are needed sooner, over-nighted or 2-day shipping is the responsibility of the purchaser.

THANK YOU FOR ALLOWING ELTEC TO QUOTE THIS EQUIPMENT!

STAFF REPORT



SUBJECT: Application No.: VA

Earl Ingram, representing South Texas Cement, LLC, is requesting voluntary annexation of 5.01 +1- acres in the M.R. Williams Survey, Abstract No. 804 in the Extraterritorial Jurisdiction of the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

Consider approval of the voluntary annexation request for approximately 5.01 +1- acres located East of US 281 and North of County Road 177.

Section 154.04.C states that "All territory annexed to the city shall by[be] unzoned until reviewed by the Planning and Zoning Commission and zoned by the City Council to a classification in conformance with the Comprehensive Plan. All territory annexed into the city must be zoned within six months of the date of annexation. No building permit will be issued for unzoned property."

BACKGROUND:

Recently, the city annexed a portion of the Fort Worth and Western Railway to the northern City Limits line. The applicant, Mr. Earl Ingram of South Texas Cement, LLC, is requesting to voluntarily annex for industrial manufacturing. A Municipal Services Agreement has been drafted and approved.

PROPERTY PROFILE/VOLUNTARY ANNEXATION:

SUBCHAPTER C-3. ANNEXATION OF AREA ON REQUEST OF OWNERS

Sec. 43.0671. AUTHORITY TO ANNEX AREA ON REQUEST OF OWNERS. Notwithstanding Subchapter C-4 or C-5, a municipality may annex an area if each owner of land in the area requests the annexation.

Added by Acts 2017, 85th Leg., 1st C.S., Ch. 6 (S.B. [6](#)), Sec. 26, eff. December 1, 2017.

Sec. 43.0672. WRITTEN AGREEMENT REGARDING SERVICES. (a) The governing body of the municipality that elects to annex an area under this subchapter must first negotiate and enter into a written agreement with the owners of land in the area for the provision of services in the area.

(b) The agreement must include:

(1) a list of each service the municipality will provide on the effective date of the annexation; and

(2) a schedule that includes the period within which the municipality will provide each service that is not provided on the effective date of the annexation.

(c) The municipality is not required to provide a service that is not included in the agreement.

Added by Acts 2017, 85th Leg., 1st C.S., Ch. 6 (S.B. [6](#)), Sec. 26, eff. December 1, 2017.

Sec. 43.0673. PUBLIC HEARING. (a) Before a municipality may adopt an ordinance annexing an area under this subchapter, the governing body of the municipality must conduct one public hearing.

(c) During the public hearing, the governing body:

(1) must provide persons interested in the annexation the opportunity to be heard; and

(2) may adopt an ordinance annexing the area.

(d) The municipality must post notice of the hearing on the municipality's Internet website if the municipality has an Internet website and publish notice of the hearing in a newspaper of general circulation in the municipality and in the area proposed for annexation. The notice for the hearing must be:

(1) published at least once on or after the 20th day but before the 10th day before the date of the hearing; and

(2) posted on the municipality's Internet website on or after the 20th day but before the 10th day before the date of the hearing and must remain posted until the date of the hearing.

Added by Acts 2017, 85th Leg., 1st C.S., Ch. 6 (S.B. [6](#)), Sec. 26, eff. December 1, 2017.

Amended by:

Acts 2019, 86th Leg., R.S., Ch. 155 (H.B. [347](#)), Sec. 3.01, eff. May 24, 2019.

- 1) Approve the request for voluntary annexation.
- 2) Deny the request for voluntary annexation.

PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF THE CITY OF STEPHENVILLE, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby petition your honorable Body to extend the present city limits so as to include as part of the City of Stephenville, Texas, the following described territory, to wit:

5.01 Acres +1- M R. Williams Srvy, Abstr. No, 804, Erath County, TX

Of a 5.01 acres tract of land out of the M R. Williams Survey, Abstract No. 804, Erath County, Texas; being part of a certain 53.83 acres tract deeded to Davoil, Inc, in Document No. 2024-04306 of the Official Public Records of Erath County, Texas; and being further described by metes and bounds as follows.

Beginning at a found 1/2" iron rod with cap (PRICE SURVEYING) in the west line of Hifam Park Road (a variable width public road)(Cabinet B, Slide 31 IA, Plat Records), the north line of Erath County Road No. 177 and at the southeast corner of said 53.83 acres tract for the southeast and beginning corner of this tract, from which a 3" steel post at the southeast corner of Lot 1 in Block 1 of Hifam Industrial Park (Cabinet B, Slide 31 IA, Plat Records) bears N. 59 deg. 29 min. 26 sec. E. 794.39 feet.

Thence partially along the north line of said County Road, S. 59 deg. 29 min. 26 sec. W. 1180.34 feet to a found 1/2" iron rod with cap (HUD DELESTON 6334) in the east line of the G.C. & S.F. Railroad, for the southwest corner of this and said 53.83 acres tract.

Thence with the east line of said Railroad, around the arc of a curve to the left with a radius of 2914.79 feet, a central angle of 05 deg. 48 min. 51 sec., a long chord of N. 19 deg. 54 min. 27 sec. E. 295.66 feet and an arc length of 295.79 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the west line of said 53.83 acres tract and at the southwest corner of a certain 10.00 acres tract, surveyed this same day, for the northwest corner of this tract.

Thence leaving said Railroad, N. 59 deg. 29 min. 26 sec. E. 1144.33 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the west line of said Hifam Park Road, the east line of said 53.83 acres tract and at the southeast corner of said 10.00 acres tract, for the northeast corner of this tract.

Thence with the west line of said Hifam Park Road, S. 15 deg. 00 min. 46 sec. W. 268.89 feet to the place of beginning.

We certify that the above described tract of land is contiguous and adjacent to the City of Stephenville, Texas, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

SOUTH TEXAS CEMENT, LLC

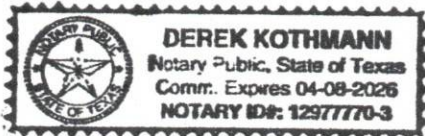


Earl Ingram, Executive Vice President

THE STATE OF TEXAS
COUNTY OF COMAL

BEFORE ME, the undersigned authority, on this day personally appeared Earl Ingram, the Executive Vice President of South Texas Cement, LLC, known to me to be the persons whose names are subscribed to the foregoing instrument and he acknowledged to me that he executed the same for the purposes and consideration therein expressed on behalf of South Texas Cement, LLC.

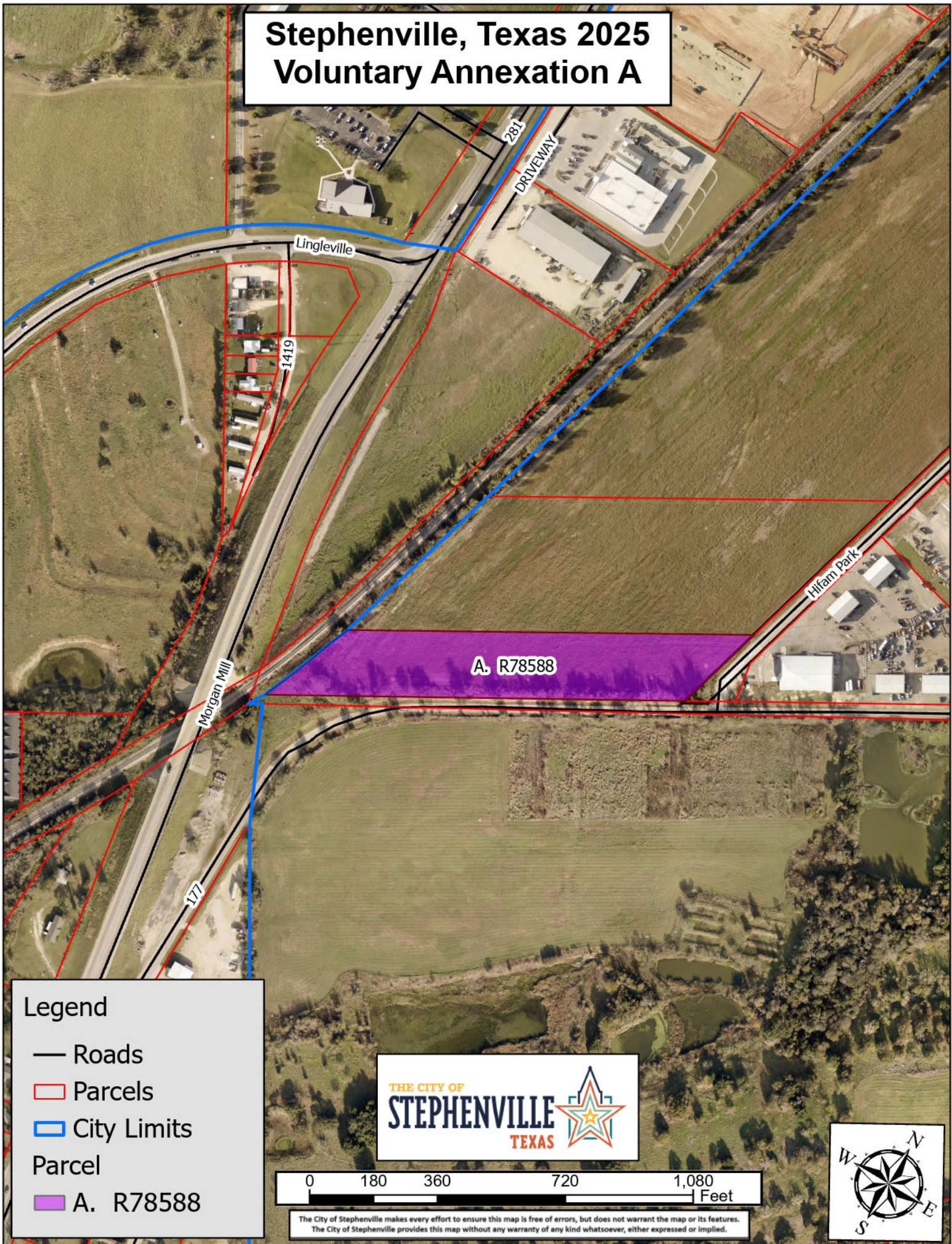
Given under my hand and seal of office, this 6 day of August, 2025



A handwritten signature in black ink, appearing to read "Derek Kothmann", written over a horizontal line.

Notary Public in and for
The State of Texas.

Stephenville, Texas 2025 Voluntary Annexation A



ORDINANCE NO. 2025-O-____

AN ORDINANCE ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY.

WHEREAS, on August 6, 2025, the City of Stephenville received a petition requesting voluntary annexation by the landowner for 5.01 Acres +1- M R Williams Survey, Abstract No. 804, Erath County Texas ("Exhibit A"); and

WHEREAS, the City of Stephenville and the property owner negotiated and executed a Municipal Services Agreement ("Exhibit B") on August 29, 2025; and

WHEREAS, the procedures prescribed by the Charter of the City of Stephenville, Texas, and the laws of this state have been duly followed with respect to the following described territory, recorded in the Official Public Records of Erath County, and that territory's metes and bounds being attached as part of "Exhibit B."

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Stephenville, Texas:

SECTION 1.

The above-described property is hereby annexed to the City of Stephenville, Erath County, Texas, and that the boundary limits of the City of Stephenville are hereby extended to include said territory within the city limits of the City of Stephenville. The same shall hereafter be included within the territorial limits of said city, and the inhabitants thereof shall hereafter be entitled to all the rights and privileges of other citizens of the City of Stephenville and they shall be bound by the acts, ordinances, resolutions, and regulations, of said city.

SECTION 2.

The City Secretary is hereby directed to file with the County Clerk of Erath, Texas, a certified copy of this ordinance.

PASSED AND APPROVED this 2nd day of September 2025.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF THE CITY OF STEPHENVILLE, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby petition your honorable Body to extend the present city limits so as to include as part of the City of Stephenville, Texas, the following described territory, to wit:

5.01 Acres +1- M R. Williams Srvy, Abstr. No, 804, Erath County, TX

Of a 5.01 acres tract of land out of the M R. Williams Survey, Abstract No. 804, Erath County, Texas; being part of a certain 53.83 acres tract deeded to Davoil, Inc, in Document No. 2024-04306 of the Official Public Records of Erath County, Texas; and being further described by metes and bounds as follows.

Beginning at a found 1/2" iron rod with cap (PRICE SURVEYING) in the west line of Hifam Park Road (a variable width public road)(Cabinet B, Slide 31 IA, Plat Records), the north line of Erath County Road No. 177 and at the southeast corner of said 53.83 acres tract for the southeast and beginning corner of this tract, from which a 3" steel post at the southeast corner of Lot 1 in Block 1 of Hifam Industrial Park (Cabinet B, Slide 31 IA, Plat Records) bears N. 59 deg. 29 min. 26 sec. E. 794.39 feet.

Thence partially along the north line of said County Road, S. 59 deg. 29 min. 26 sec. W. 1180.34 feet to a found 1/2" iron rod with cap (HUD DELESTON 6334) in the east line of the G.C. & S.F. Railroad, for the southwest corner of this and said 5383 acres tract.

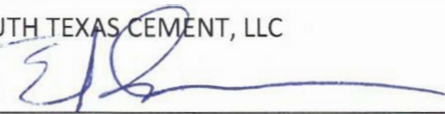
Thence with the east line of said Railroad, around the arc of a curve to the left with a radius of 2914. 79 feet, a central angle of 05 deg. 48 min. 51 sec., a long chord of N. 19 deg. 54 min. 27 sec. E. 295.66 feet and an arc length of 295.79 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the west line of said 53.83 acres tract and at the southwest corner of a certain 10.00 acres tract, surveyed this same day, for the northwest corner of this tract.

Thence leaving said Railroad, N. 59 deg. 29 min. 26 sec. E. 114433 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the west line of said Hifam Park Road, the east line of said 53.83 acres tract and at the southeast corner of said 10.00 acres tract, for the northeast corner of this tract.

Thence with the west line of said Hifam Park Road, S. 15 deg. 00 min. 46 sec. W. 268.89 feet to the place of beginning.

We certify that the above described tract of land is contiguous and adjacent to the City of Stephenville, Texas, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

SOUTH TEXAS CEMENT, LLC

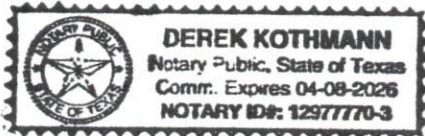


Earl Ingram, Executive Vice President

THE STATE OF TEXAS
COUNTY OF COMAL

BEFORE ME, the undersigned authority, on this day personally appeared Earl Ingram, the Executive Vice President of South Texas Cement, LLC, known to me to be the persons whose names are subscribed to the foregoing instrument and he acknowledged to me that he executed the same for the purposes and consideration therein expressed on behalf of South Texas Cement, LLC.

Given under my hand and seal of office, this 6 day of August, 2025



A handwritten signature in black ink, appearing to read "Derek Kothmann", written over a horizontal line.

Notary Public in and for
The State of Texas.

Exhibit "B"

**MUNICIPAL SERVICES AGREEMENT BETWEEN
THE CITY OF STEPHENVILLE, TEXAS AND
SOUTH TEXAS CEMENT, LLC**

This Municipal Services Agreement ("Agreement") is entered into on the 29 day of August, 2025, by and between the City of Stephenville, Texas, a home-rule municipality of the State of Texas ("City"), and South Texas Cement, LLC ("Owner").

WHEREAS Texas Local Government Code Section 43.0671 permits the City to annex an area if each owner of land in an area requests the annexation; and

WHEREAS where the City elects to annex such an area, the City is required to enter into a written agreement with the property owner that sets forth the city services to be provided for the property on or after the effective date of annexation; and

WHEREAS Owner owns certain parcels of land situated in Erath County, Texas, which consists of approximately 5.01 acres in the M R. Williams Survey, Abstract No. 804 located within the City's extraterritorial jurisdiction, such property being more particularly described and set forth in Exhibit A, Land Description and Exhibit B, Survey, both attached and incorporated herein by reference ("Property"); and

WHEREAS Owner has filed a written request with the City for full-purpose annexation of the Property; and

WHEREAS City and Owner desire to set out the City services to be provided for the Property on or after the effective date of the annexation; and

WHEREAS the annexation of the Property is subject to approval by the City Council of the City.

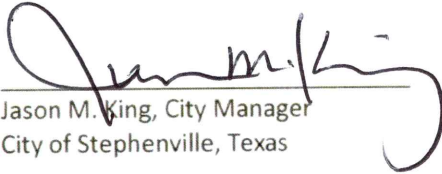
NOW, THEREFORE, in exchange for the mutual covenants, conditions, and promises contained herein, City and Owner agree as follows:

1. **PROPERTY.** This agreement is only applicable to the Property, which is the subject of the annexation request as described in Exhibit A.
2. **INTENT.** It is intent of the City that this Agreement provide for the delivery of full, available municipal services to the Property in accordance with state law, which may be accomplished through any means permitted by law.
3. **MUNICIPAL SERVICES.**
 - a. Commencing on the effective date of annexation, the City will provide the municipal services set forth below. As used in this Agreement, "providing services" includes having services provided by any method or means by which the City may extend municipal services to any other area of the City, including the City's infrastructure extension policies and developer or property owner participation shall be in accordance with applicable City ordinances, rules, regulations, and policies.

- i. FIRE AND EMERGENCY MEDICAL SERVICES. The City's Fire Department will provide fire protection and emergency medical services.
 - ii. POLICE. The City's Police Department will provide protection and law enforcement services.
 - iii. PLANNING, ZONING, AND BUILDING. The City's Development Department will provide comprehensive planning, land development, land use, and building review and inspection services in accordance with all applicable laws, rules, and regulations.
 - iv. STREETS. The City's Public Works Department will maintain the public streets over which the City has jurisdiction.
 - v. WATER AND WASTEWATER.
 - 1. Water services will be extended in accordance with the City's Comprehensive Master Plan and Section 155.6.13 *Water Utility* of the City's Subdivision Ordinance. The City shall be responsible for oversize participation in accordance with Section 155.6.12 *Utility Policy* of the City's Subdivision Ordinance. The oversize participation cost to the City shall be no more than \$40,831.00. The City shall pay the oversize participation cost to Owner within thirty (30) calendar days after receipt and the City's formal acceptance of the maintenance bond, Record Drawings, and Certification Statement from the Engineer of Record.
 - 2. Wastewater services are not available to be extended and will not be provided under this Municipal Services Agreement.
 - vi. SOLID WASTE SERVICES. The City will provide solid waste collection services in accordance with existing City contracts.
 - vii. CODE COMPLIANCE. The City's Code Compliance Department will provide education, enforcement, and abatement relating to code violations within the Property.
- b. It is understood and agreed that the City is not required to provide a service that is not included in this Agreement.
 - c. Owner understands and acknowledges that the City departments listed may change names or be reorganized by the City Manager or City Council. Any reference to a specific department also includes any subsequent City department that will provide the same or similar services.
- 4. AUTHORITY. City and Owner represent that they have full power, authority, and legal right to execute, deliver, and perform their obligations pursuant to this Agreement. Owner acknowledges that approval of the annexation is within the sole jurisdiction and subject to the approval of the City Council.
 - 5. SEVERABILITY. If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability will not affect the validity of any other part, term, or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of the Agreement.

6. AGREEMENT BINDS SUCCESSORS AND RUNS WITH THE LAND. This Agreement is binding on and inures to the benefit of the parties, their successors, and assigns. The term of this Agreement constitutes covenants running with the land comprising the Property and is binding on Owner and Owner's successors and assigns.

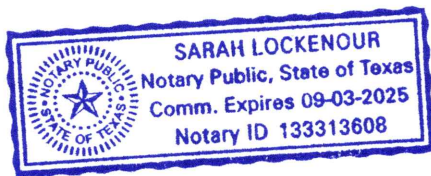
Executed this 29 of August, 2025, to become effective on the date of annexation of the Property.

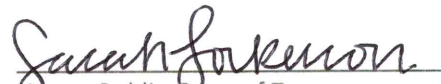

Jason M. King, City Manager
City of Stephenville, Texas


Property Owner
South Texas Cement, LLC
by Earl E. Ingram, V.P.

STATE OF TEXAS §
COUNTY OF ERATH §

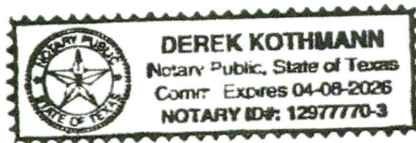
Sworn to and subscribed before me by Jason M. King, City Manager for the City of Stephenville, Texas this the 29 day of August, 2025.




Notary Public, State of Texas

STATE OF TEXAS §
COUNTY OF COMAL §

Sworn to and subscribed before me by **Earl E. Ingram, Vice President of South Texas Cement, LLC** this the 27 day of August, 2025. (PRINTED NAME AND TITLE)




Notary Public, State of Texas

EXHIBIT "A"

LAND DESCRIPTION

Of a 5.01 acres tract of land out of the M.R. Williams Survey, Abstract No. 804, Erath County, Texas; being part of a certain 53.83 acres tract deeded to Davoil, Inc. in Document No. 2024-04306 of the Official Public Records of Erath County, Texas; and being further described by metes and bounds as follows:

Beginning at a found 1/2" iron rod with cap (PRICE SURVEYING) in the west line of Hifam Park Road (a variable width public road)(Cabinet B, Slide 311A, Plat Records), the north line of Erath County Road No. 177 and at the southeast corner of said 53.83 acres tract for the southeast and beginning corner of this tract, from which a 3" steel post at the southeast corner of Lot 1 in Block 1 of Hifam Industrial Park (Cabinet B, Slide 311A, Plat Records) bears N. 59 deg. 29 min. 26 sec. E. 794.39 feet.

Thence partially along the north line of said County Road, S. 59 deg. 29 min. 26 sec. W. 1180.34 feet to a found 1/2" iron rod with cap (HUDDLESTON 6334) in the east line of the G.C. & S.F. Railroad, for the southwest corner of this and said 53.83 acres tract.

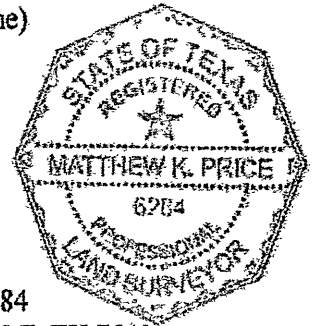
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Thence leaving said Railroad, N. 59 deg. 29 min. 26 sec. E. 1144.33 feet to a set 1/2" iron rod with cap (PRICE SURVEYING) in the west line of said Hifam Park Road, the east line of said 53.83 acres tract and at the southeast corner of said 10.00 acres tract, for the northeast corner of this tract.

Thence with the west line of said Hifam Park Road, S. 15 deg. 00 min. 46 sec. W. 268.89 feet to the place of beginning.

(Bearing Basis: Texas State Plane Coordinate System, NAD83, North Central Texas Zone)

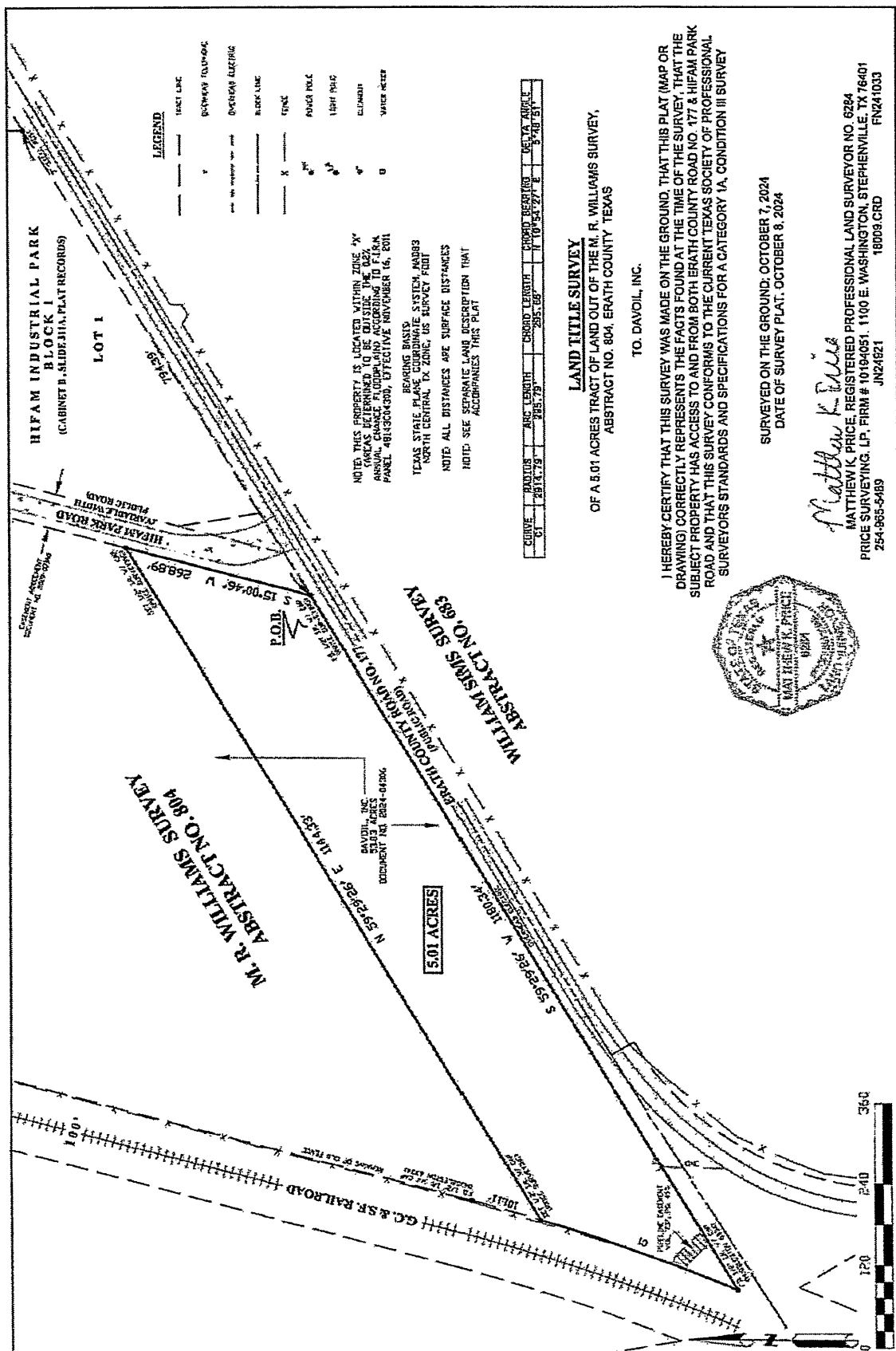
This description is based on the Land Title Survey and Plat made by Matthew K. Price, Registered Professional Land Surveyor No. 6284, on October 8, 2024



Matthew K Price

MATTHEW K. PRICE, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6284
PRICE SURVEYING, LP, FIRM # 10194051, 1100 E. WASHINGTON, STEPHENVILLE, TX 76401
254-965-5489 JN24921 18009.CRD FN241033

EXHIBIT "B"



*Municipal Services Agreement between
City of Stephenville, Texas and South Texas Cement, LLC*

STAFF REPORT

SUBJECT: Application No.: PD 8998

Applicant Malcolm Kanute, representing Keewaydin Developments, is requesting a rezone of property located at 0 W Cedar St, Parcel R78345, being part of the A0342 HUDSON HC; to the City of Stephenville, Erath County, Texas from "R-1", Single-Family Residential, to "PD", Planned Development. The applicant will present the Development Plan.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

To consider the recommendation of the Planning and Zoning Commission.

BACKGROUND:

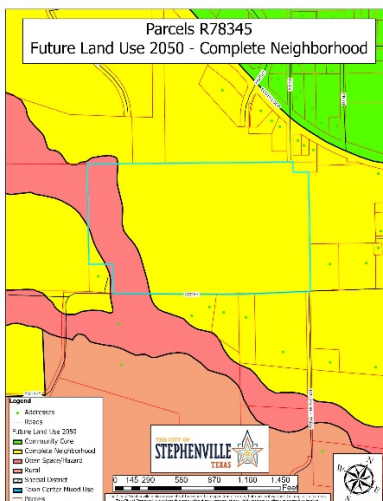
A Conceptual Plan was presented to the Planning and Zoning Commission for the 41.67-acre development on July 16, 2025. The applicant is now requesting approval of the Development Plan and assignment of zoning to Planned Development.

The property has split zoning of R-1, Single Family Residential and B-2, Commercial. The PD request is for single family housing. The remainder portion of the property comprising the B-2, Commercial zoning will be held for future development. A site plan has been provided for review in consideration of the Development Plan.

The Planning and Zoning Commission convened August 20, 2025, and by a unanimous vote of 7-0, recommended the City Council deny the Development Plan and rezone request.

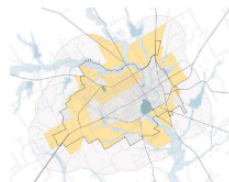
PROPERTY PROFILE:

STEPHENVILLE 2050 Future Land Use



Complete Neighborhood

The Complete Neighborhood land use accommodates a mix of uses at a moderate density. A mix of housing types is encouraged to accommodate a range of residents. Local retail and service businesses are located on active corridors and parks and green spaces are integrated within the district.



PLANNED DEVELOPMENT SUMMARY

All single-family detached housing will be constructed in accordance with the land uses and development standards for the proposed Planned Development zoning district with the following exceptions, special conditions, restrictions and regulations. Development standards not addressed below shall be regulated by the base zoning district, R-1, Single Family Residential.

The following development standards/deviations are summarized below as reflected in the project narrative. If not listed, the Developer agrees to meet or exceed city standards. Please reference the Planned Development Standards document for additional detail.

<u>Requested</u>	<u>Standard</u>
Maximum density of 130 lots (123 site plan)	Max Density of six lots per acre
Landscape Plantings TBD by Owner	Approved Species List
5,000 SF lot	7,500 SF lot
50’ minimum lot frontage	75’ lot frontage
1,200 SF living space minimum	1,500 living space minimum
Rear setback 10’	25’ rear setback
Side setbacks 5’	7’ side setback, 25’ corner lot side
Roof deck at 35’	Average of plate height and ridge = 35’
Waive PL dedication (See 17+ acre Exhibit A)	Per door fee
Landscaping location TBD by Owner	30% of total shall be in front

PLANNED DEVELOPMENT SCHEDULE

The 41.7-acre property shall be developed as single family detached lots per the following schedule in accordance with the land uses and development standards for the Planned Development (PD) zoning district and the associated Planned Development Standards by separate document.

Schedule:

1. Engineering & Construction Plan Approval
 - a. November 15, 2025 – receive full for all development plans and engineering and begin public improvements
2. Building Permits Issued and Residential Construction begins
 - a. January 1, 2026
 - b. Absorption expectations are completion and sale of (7) units per month, complete subdivision in 19-24 months after residential construction begins.
3. Construction
 - a. January 1, 2026 to January 1, 2028
4. Completion of final residential units
 - a. January 1, 2028

STAFF COMMENTS:

The development standards shall apply with exception to any requested deviations as summarized above. Certain modifications to the Preliminary Plat may be required throughout the process – however, no deviation that results in major amendments to the Development Plan may be approved by staff. If major amendments occur, the applicant will be required to resubmit as referenced in Section 8.I.6 below.

The Developer has performed traffic studies – see Cedar Street AADT documents and Cedar Street – Trip Generation Comparison documents.

Sec. 154.08. Planned development district (PD).

8.A Description.

- (1) Planned development districts are designed for greater flexibility and discretion in the application of residential and non-residential zoning and for increased compatibility and the more effective mitigation of potentially adverse impacts on adjacent land than in possible under standard district regulations. It is recognized that it is desirable for certain areas of the city to be developed in accordance with development plans prepared and approved as a part of the ordinance authorizing the zoning necessary for the proposed development.
- (2) Improvements in a "PD" District are subject to conformance with a development plan approved by the City Council on Planning and Zoning Commission recommendation and after public hearing thereon. No development plan may increase gross density in excess of that allowed by the base district.

8.B Permitted Uses. In a PD Development District, no land shall be used and no building shall be installed, erected for/or converted to any use other than a hereinafter provided.

NON-RESIDENTIAL PLANNED DEVELOPMENTS. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Non-residential uses are situated such that an appreciable amount of land is available for open space or joint use as parking space and is integrated throughout the planned development;
- (3) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (4) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional non-residential projects; and
- (5) The project provides a compatible transition between adjacent existing single-family residential projects and provides a compatible transition for the extension of future single-family projects into adjacent undeveloped areas.

RESIDENTIAL PLANNED DEVELOPMENT. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;

- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;
- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and
- (7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

8.C Prohibited Uses.

- (1) Any building erected or land used for other than the use shown on the Planned Development Site Plan, as approved by the City Council.
- (2) Any use of property that does not meet the required minimum lot size; front, side and rear yard dimensions; and/or lot width, or exceeds the maximum height, building coverage or density per gross acreage as shown in the development's recorded Planned Development Site Plan, as approved by City Council.
- (3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

8.D Ownership. An application for approval of a Planned Development Plan under the Planned Development District regulations may be filed by a person having legal ownership of the property to be included in the Development Plan. In order to ensure unified planning and development of the property, the applicant shall provide evidence, in form satisfactory to the City Attorney, prior to final approval of the Development Plan, that the property is held in single ownership or is under single control. Land shall be deemed to be held in single ownership or under single control if it is in joint tenancy, tenancy in common, a partnership, a trust or a joint venture. The Development Plan shall be filed in the name(s) of the record owner(s) of the property, which shall be included in the application.

8.E Development Schedule.

- (1) An application for a Planned Development District shall be accompanied by a development schedule indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule, adopted and approved by the City Council, shall become part of the Planned Development Ordinance and shall be adhered to by the owner, developer and their assigns or successors in interest.
- (2) Annually, upon the anniversary date, or more frequently if required, the developer shall provide a written report to the Planning and Zoning Commission concerning the actual development accomplished as compared with the development schedule.
- (3) The Planning and Zoning Commission may, if in its opinion the owner or owners of the property are failing or have failed to meet the approved development schedule, initiate proceedings to amend the Official Zoning map or the Planned Development District by removing all or part of the Planned Development District from the Official Zoning Map and placing the area involved in another appropriate zoning district. After the recommendation

of the Planning and Zoning commission and for good cause shown by the owner and developer, the City Council may extend the development schedule as may be indicated by the facts and conditions of the case.

8.F Plat Requirements. No application for a building permit for the construction of a building or structure shall be approved unless a plat, meeting all requirements of the City of Stephenville has been approved by the City Council and recorded in the official records of Erath County.

8.G Concept Plan. The applicant for any PD Planned Development shall submit a concept plan to the Planning and Zoning Commission for review prior to submitting a Development Plan. The concept plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

8.H Development Plan Approval Required. No building permit or certificate of occupancy shall be issued and no use of land, buildings or structures shall be made in the "PD" District until the same has been approved as part of a development plan in compliance with the procedures, terms and conditions of this section of the ordinance.

8.I Approval Procedures.

- (1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.
- (2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.
- (3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.
- (4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.
- (5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:
 - (a) A change in the character of the development;
 - (b) An increase in the gross floor areas in structures;
 - (c) An increase in the intensity of use;
 - (d) A reduction in the originally approved separations between buildings;
 - (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
 - (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
 - (g) A reduction in the originally approved setbacks from property lines;
 - (h) An increase in ground coverage by structures;
 - (i) A reduction in the ratio of off-street parking and loading space; and

(j) A change in the size, height, lighting or orientation of originally approved signs.

- (6) The decision of the Director of Community Development or his or her designee as to whether minor changes are being requested may be appealed to the Planning and Zoning Commission. Any change deemed not to be minor change, as indicated above, shall be processed as a new application in accordance with the provisions of this section and Section 20.1 of the Zoning Ordinance.

- 8.J Development Plan Requirements.** The development plan submitted in support of a request for development plan approval shall contain sufficient information delineating the characteristics of the site, changes in those characteristics as may be proposed by the development, how the development will relate to public services and facilities and what protection features are included to insure that the development will be compatible with existing and allowable development on adjacent property. The development plan shall show at least the following items of information:
- (1) The location of all existing and planned non-single-family structures on the subject property;
 - (2) Landscaping lighting and/or fencing and/or screening of common areas;
 - (3) General locations of existing tree clusters, providing average size and number and indication of species;
 - (4) Location and detail of perimeter fencing if applicable;
 - (5) General description/location of ingress and egress with description of special pavement treatment if proposed;
 - (6) Off-street parking and loading facilities, and calculations showing how the quantities were obtained for all non single-family purposes;
 - (7) Height of all non-single-family structures;
 - (8) Proposed uses;
 - (9) Location and description of subdivision signage and landscaping at entrance areas;
 - (10) Street names on proposed streets;
 - (11) Proposed minimum area regulations including, set-backs, lot-sizes, widths, depths, side-yards, square footage or residential structures;
 - (12) Indication of all development phasing and platting limits; and
 - (13) Such additional terms and conditions, including design standards, as the Planning and Zoning Commission and the City Council deem necessary.

8.K Conditions for Development Plan Approval.

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
 - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;
 - (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;

- (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
 - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
 - (e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
 - (f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.
- (2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

8.L Additional Conditions. Every Planned Development District approved under the provisions of this Ordinance shall be considered as an amendment to the Ordinance as applicable to the property involved. In an approved Planned Development District, the City Council may impose conditions relative to the standard of development, and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District; and such condition shall not be construed as conditions precedent to the approval of the zoning amendment, but shall be constructed as conditions precedent to the granting of a certificate of occupancy.

8.M Revocation.

- (1) Approval of a development plan may be revoked or modified, after notice and hearing, for either of the following reasons:
- (a) Approval was obtained or extended by fraud or deception; or
 - (b) That one or more of the conditions imposed by the City Council on the development plan has not been met or has been violated.
- (2) Development controls:
- (a) The City Council may impose more restrictive requirements than those proposed in the development plan in order to minimize incompatibilities;
 - (b) A "PD" District shall have a minimum lot area of not less than one acre under unified control;
 - (c) The parking requirements of the Zoning Ordinance shall apply to all uses in the "PD" District unless otherwise specified on the development plan; and
 - (d) "PD" provisions may vary setbacks with approval.

FACTORS TO CONSIDER:

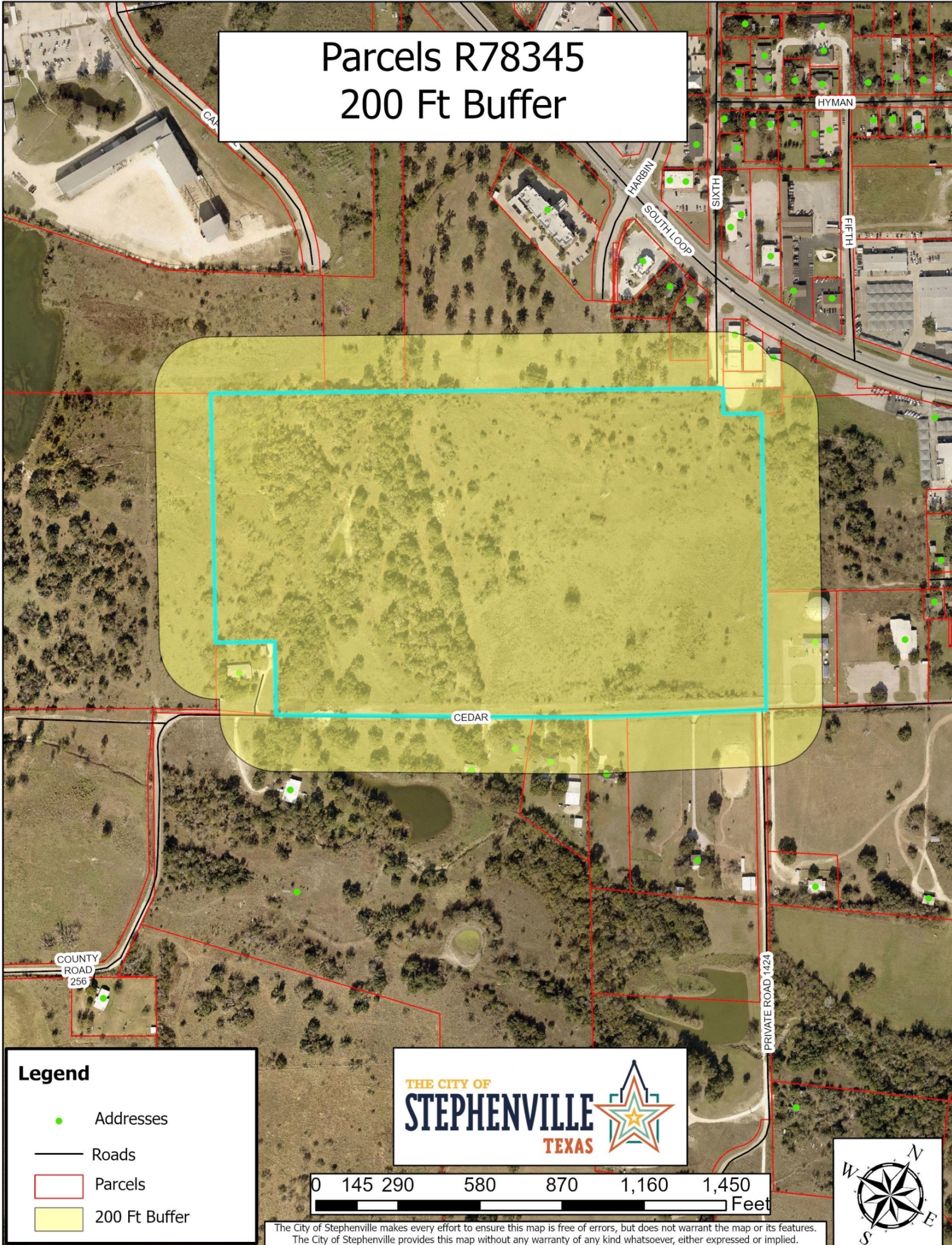
- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts

- Size and Location of Parcel – is land large enough and in property location for proposed use?
- Reasonable Use of Property – does proposed change provide reasonable use of property?
- Zoning has great discretion – deny if applicant has not proven it is in the best interest of City to approve

ALTERNATIVES:

1. Accept the recommendation of the Planning and Zoning Commission and deny the Development Plan and Rezone Request.
2. Approve the Development Plan and Rezone Request.

Parcels R78345 200 Ft Buffer



Legend

- Addresses
- Roads
- ▭ Parcels
- ▭ 200 Ft Buffer



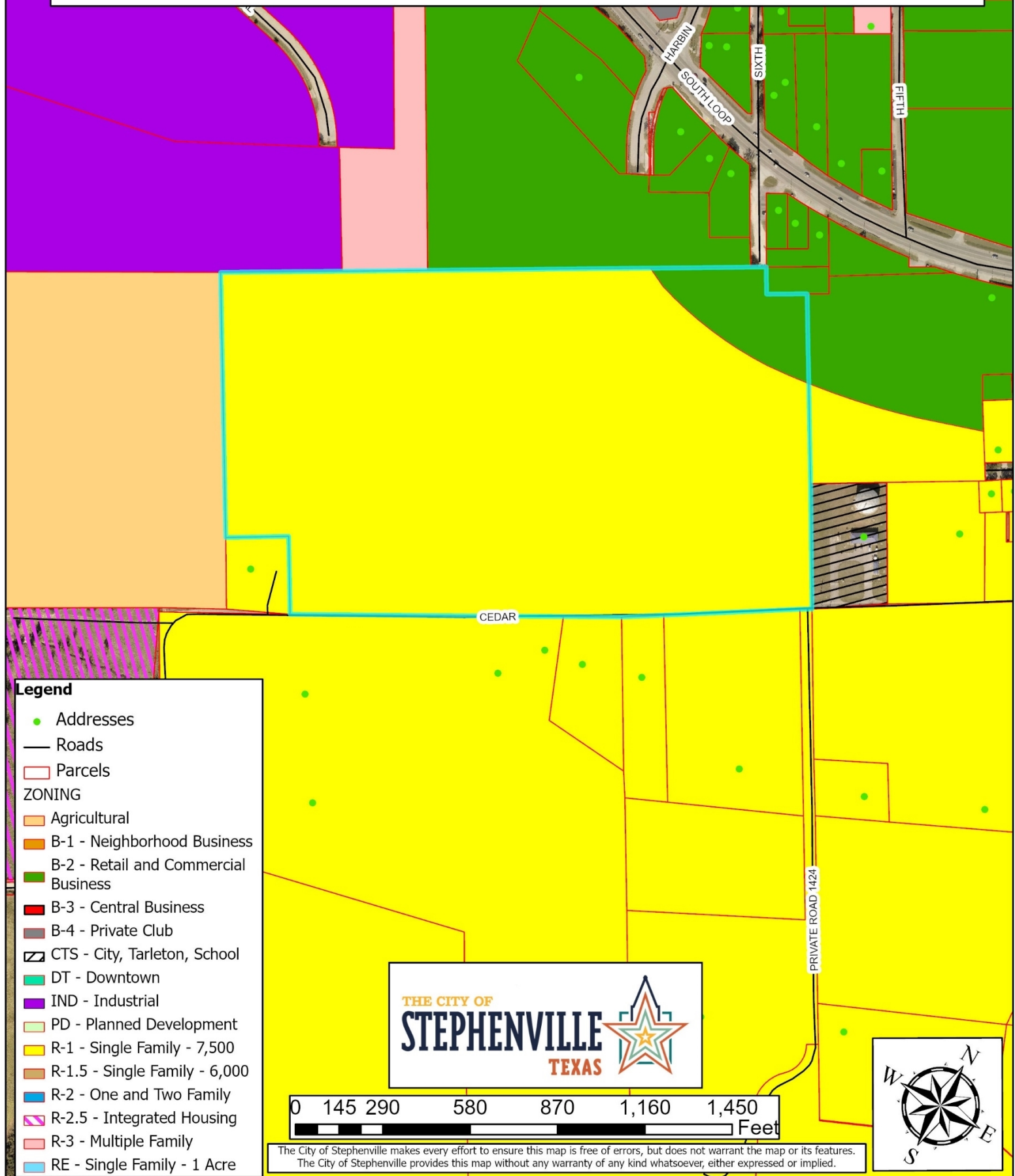
0 145 290 580 870 1,160 1,450 Feet

The City of Stephensville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephensville provides this map without any warranty of any kind whatsoever, either expressed or implied.



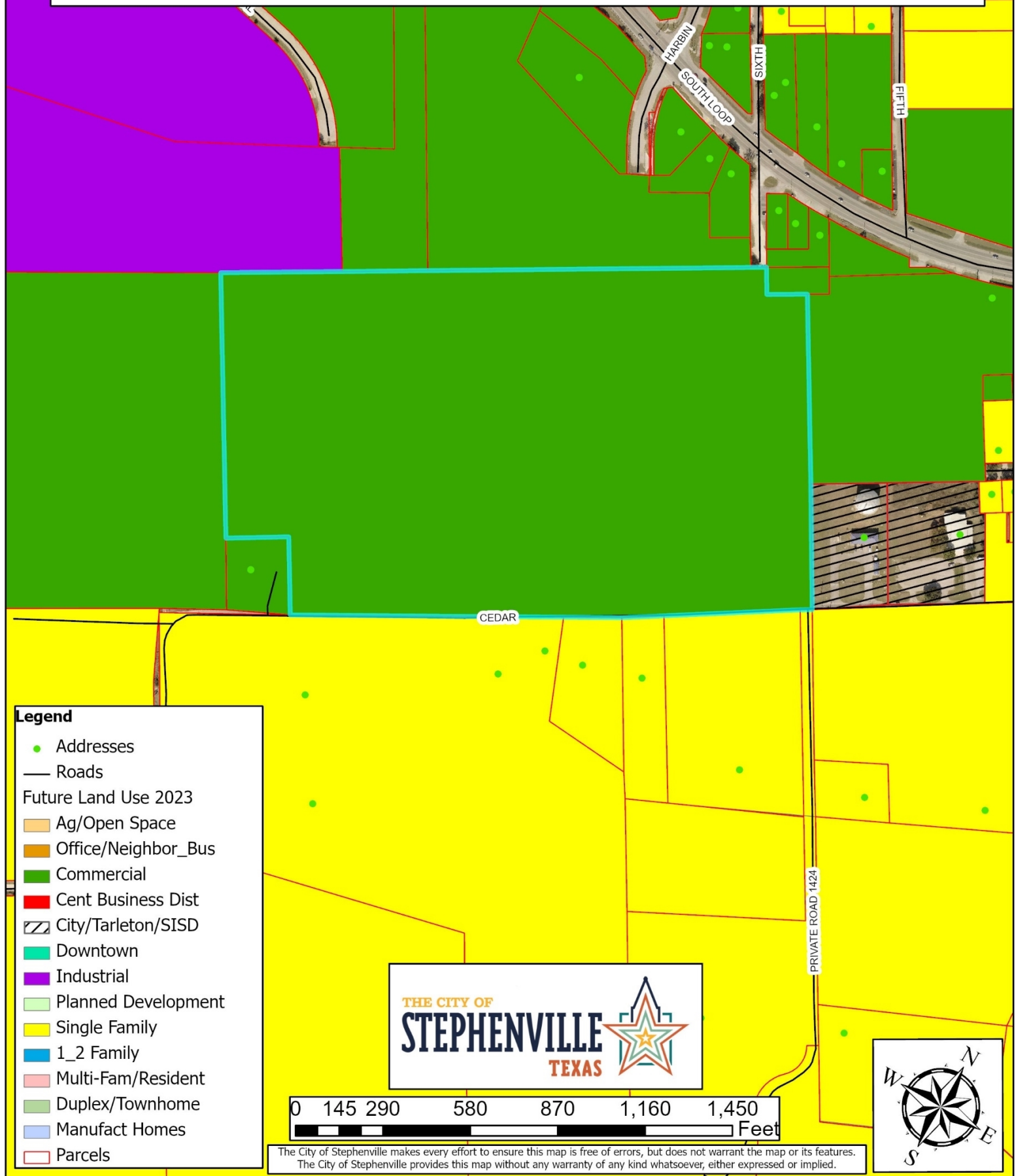
Parcels R78345

Current Zoning - R1 Single Family



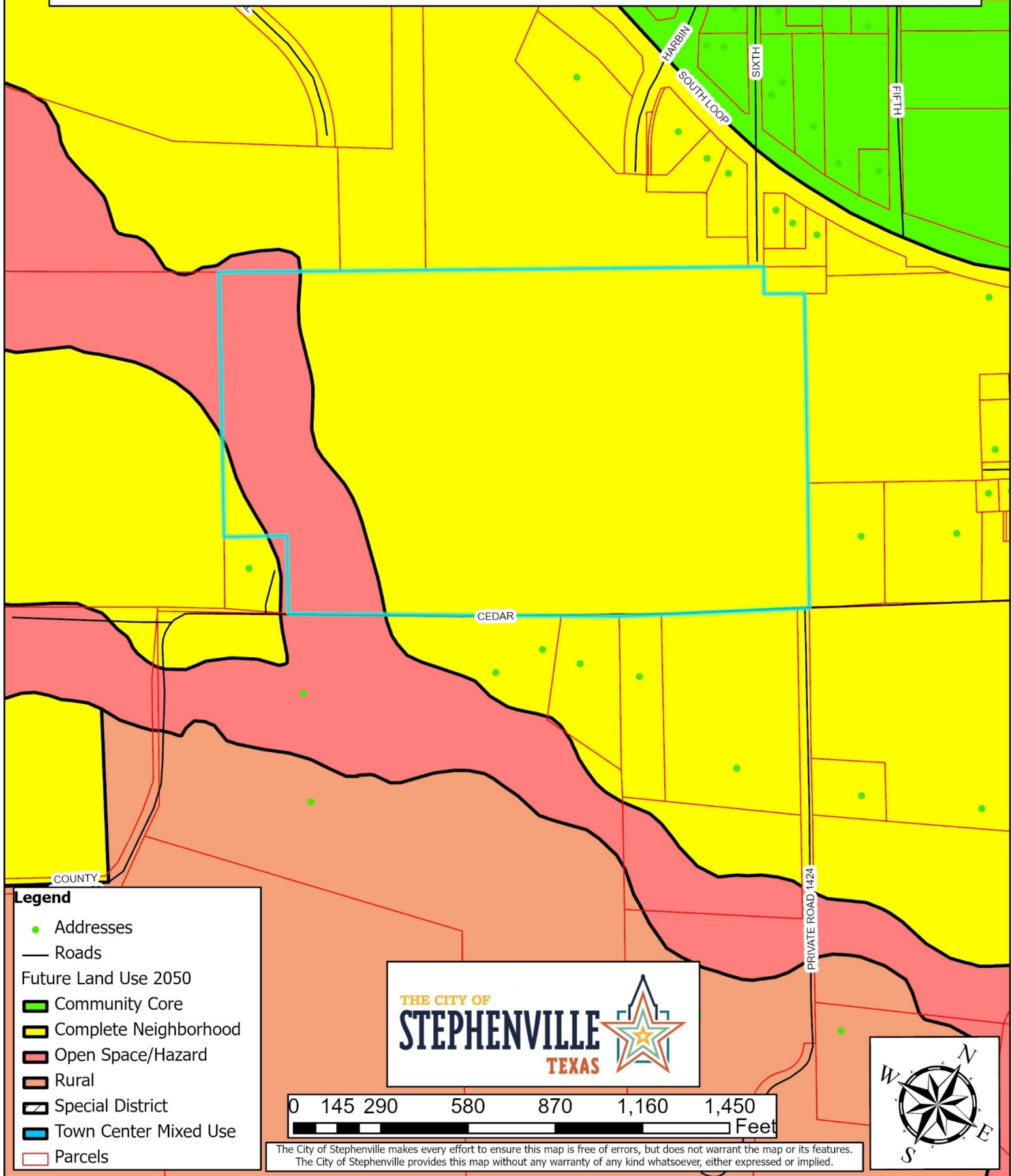
Parcels R78345

Future Land Use 2023 - Commercial

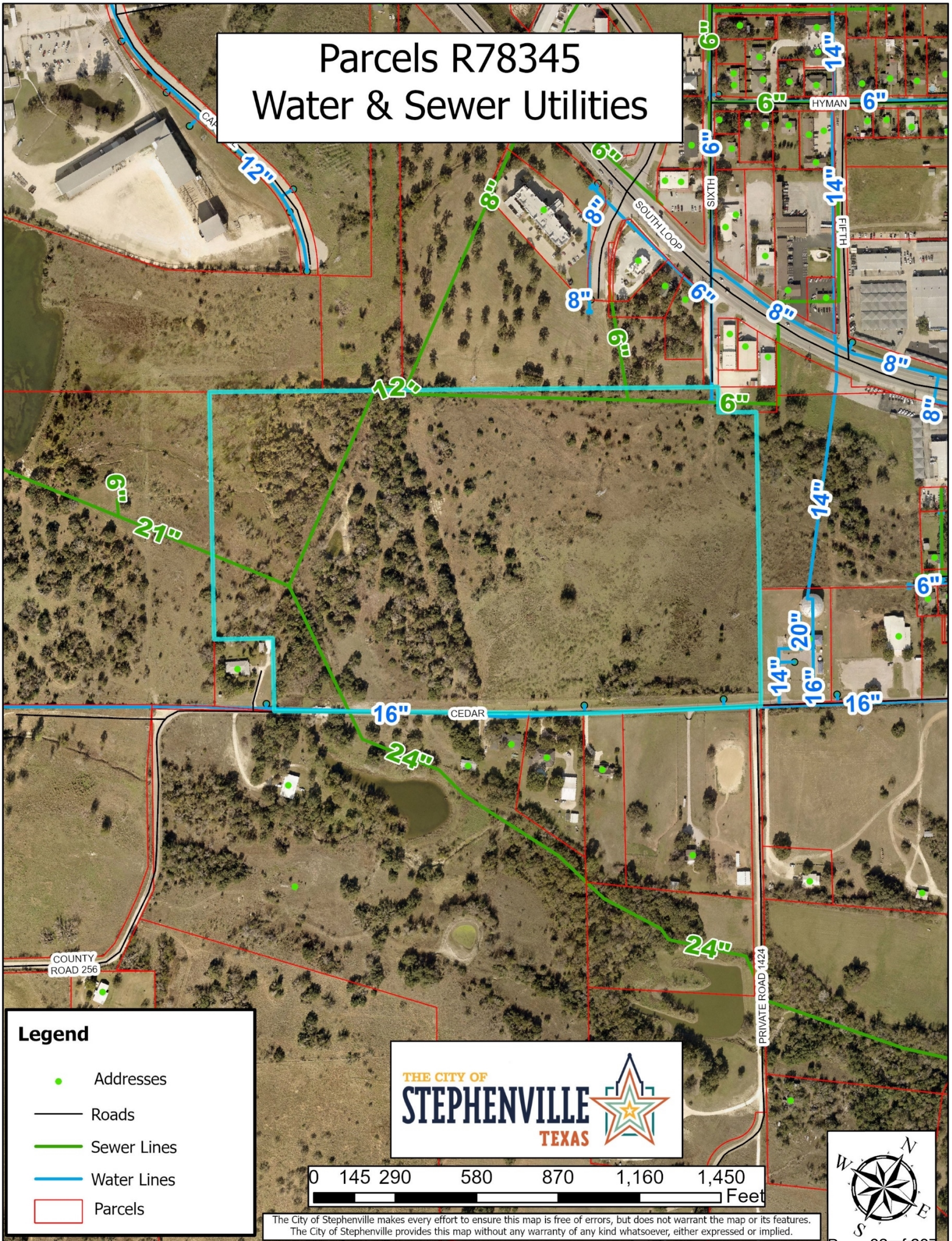


Parcels R78345

Future Land Use 2050 - Complete Neighborhood



Parcels R78345 Water & Sewer Utilities



Parcel R000078345

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000033775	1520 W SOUTH LOOP	2012 GBAT BMI PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000019805	1520 W SOUTH LOOP	2012 GBAT BMI PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000033760	0 GROESBECK	ALLEN REAL PROPERTIES LTD	PO BOX 953	STEPHENVILLE	TX	76401
R000019809	626 PR1424 OFF CR256	CAGLE ERIC BRANDT	624 PR1424	STEPHENVILLE	TX	76401
R000067061	1521 W CEDAR ST	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000019793	1620 W CEDAR ST	COLLIER NATHAN & KRISTIN	997 N LYDIA	STEPHENVILLE	TX	76401
R000071065	1900 GROESBECK	D818 LLC	PO BOX 1827	STEPHENVILLE	TX	76401
R000033753	1702 W SOUTH LOOP	HAMPTON JACKIE J FBO ANGIE YATES	1702 W SOUTH LOOP	STEPHENVILLE	TX	76401
R000062473	1610 W CEDAR ST	HOWELL KENNETH & DERECEE	1610 W CEDAR ST	STEPHENVILLE	TX	76401
R000072198	0 SOUTH LOOP (OFF)	KARNES DANNY	1670 SOUTH LOOP	STEPHENVILLE	TX	76401-0000
R000033772	1670 W SOUTH LOOP	KARNES DANNY	1670 SOUTH LOOP	STEPHENVILLE	TX	76401-0000
R000033773	1690 W SOUTH LOOP	KARNES DANNY & JANA	1670 S LOOP	STEPHENVILLE	TX	76401
R000019819	1560 W CEDAR ST	KDH RENTALS LLC - SERIES 1560 CEDAR ST	1610 W CEDAR	STEPHENVILLE	TX	76401
R000019789	0 CR256	LEE J RALPH & LINDA	PO BOX 24	HAMILTON	TX	76531
R000071064	0 CR256	LEE J RALPH & LINDA	PO BOX 24	HAMILTON	TX	76531
R000019817	1550 W CEDAR ST	MICK KEVIN	22210 CLAIBOURNE LANE	SANTA CLARITA	CA	91350
R000064287	1691 W CEDAR ST	PEEK CAROLYN J	1691 W CEDAR	STEPHENVILLE	TX	76401
R000078345	0 W CEDAR ST	ROCK CREEK PROPERTY NO 1, LLC	6110 N FM219	DUBLIN	TX	76446
R000019806	1508 W CEDAR ST	SHUFFIELD JEANNE W TRUST	1469 MELISSA	STEPHENVILLE	TX	76401-0000
R000033774	1680 W SOUTH LOOP	SMOLA JAMES	1680 S LOOP	STEPHENVILLE	TX	76401-0000

PLANNED DEVELOPMENT STANDARDS

The 41.7 acre property shall be developed as a single-family detached development in accordance with the land uses and development standards for the proposed Planned Development zoning district with the following exceptions, special conditions, restrictions and regulations. Development standards not addressed below shall be regulated by the base zoning district.

GENERAL:

1. Development shall be in general conformance with the following Conceptual Layout with residential and both public and private open space components as shown in Exhibit 1.
2. A property owner's association (POA) shall be established prior to recording the final plat for the development.
3. The POA will be responsible for the improvement and maintenance of all common areas and/or common facilities dedicated to the POA.
4. No Tree Survey or Preservation Requirements however 15% minimum open space will be provided with plantings made at the discretion of the Owner(s) base on the City's Approved Tree Species List.

RESIDENTIAL LOTS AND HOMES:

The planned development shall include lot Types as shown on the Concept Plan and based on the following (Exhibit A):

1. Maximum density 130 lots
2. Garage orientation:
 - a. Front or side entry permitted
 - b. Detached garages permitted
3. Minimum Lot area : 5000sq'
4. Minimum floor area of homes including garage: 1200 sq'
 - a. Minimum Livable Area: 1200 sq'
5. Maximum building coverage, excluding lead walks, driveways, patios, and other flatwork: 50%
 - a. Including 2 car garage 70%
6. Minimum lot width (measured along the front building line):
 - a. Internal lots – 50 feet
 - b. End Cap Lots – 60 feet
7. Minimum lot depth – 100 feet
8. Minimum Setbacks:
 - a. Minimum front yard setback 25'
 - b. Flatwork and Landscaping: No setback requirements
 - c. Minimum rear yard setback – 10'
 - d. Minimum side yard setback for all units – 5'
 - e. On corner lots, the "corner clips" shall not be considered when measuring setbacks. In no case shall buildings, structures, or fencing impact site visibility.
9. Minimum Landscape Buffer to adjacent Cedar Street which will include required drainage channel – 10'
10. Fire Lane and Public Access:

- a. Minimum width: 20 feet
 - b. Public Access and Utility Easement will be non-exclusive and may contain city water, sewer, and drainage utilities as well as Franchise Utilities as needed.
11. Dedication of 40 feet of Right of Way along Cedar Street for roadway improvements.

AMENITIES:

1. Open Space/Parkland:
A minimum of 7.84 acres shall be reserved for Private Open Space and 9.5 Acres shall be reserved for Water Features, both shall be provided in general conformance with Exhibit A, and shall include the following: fenced dog walking park, walking trails, grassed open spaces, walking trails, landscape buffers and detention facilities. Areas reserved for water features may include flood plain and flood way, walking trails, sports fields, fens, nature preserves, and possible detention.
 - a. No Parkland dedication or fee in lieu of shall be required in consideration for the private open space and amenities provided.
2. Landscaping
 - a. Landscaping of open spaces within the planned development shall include the following:
 - At the time of home construction the developer/builder shall plant a minimum of (60) - 3" minimum caliper parkway trees (approx. 1 every other house) from the Approved City Tree Species List
 - At the time of construction the developer shall install a combination of roughly (50) – 3" caliper trees, bushes and shrubs in the 20' landscape buffer along Cedar Street, along with an approximately 6' high fence constructed of wood or metal offering partial privacy, the fence will be constructed in 100-200' sections with spacing in between panels of roughly 10-15'. The remainder of the buffer will be planted with fescue seed grass.
 - All open spaces will be planted with fescue seed grass along with all utility easements between residential lots.
3. Sidewalks:
 - a. Developer shall construct the following sidewalks:
 - 5' wide sidewalk or walking trail constructed of concrete, asphalt, chip and seal surface, or compacted caliche, will be constructed in the water features areas, open spaces and landscaping buffer along Cedar Street in accordance with the Concept Plan
 - b. Builder at the issuance of building permit will construct 5' wide concrete sidewalk per the city code in the designated ROW that is part of each approved residential lot.
4. Parking
 - a. Each residential lot will have a minimum 2 car attached or detached garage, each driveway will accommodate a minimum of 2 additional parking spaces.
5. Walls and Fencing and Entrance Monument
 - a. A semi-private 6' minimum fence shall be constructed along Cedar Street for privacy only with 100-200' sections with 10-15' access in between panels for access purposes. (See Exhibit C).
 - b. Fencing within the subdivision will be limited to 4' in height and will be constructed out of simulated wrought iron or aluminum, or wood picket or horizontal slat fencing, (See Exhibit B)
 - c. An Entrance Monument & Sign will be constructed at both entrances to the subdivision containing the subdivision name. The sign will be constructed with a combination of

masonry materials and timbers similar to monument signs we have done in the past. The sign will be landscaped. (See Exhibit D)

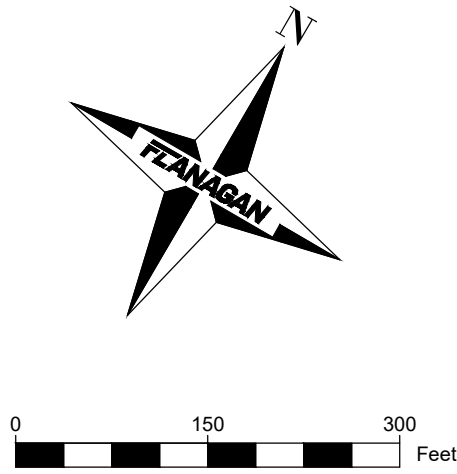
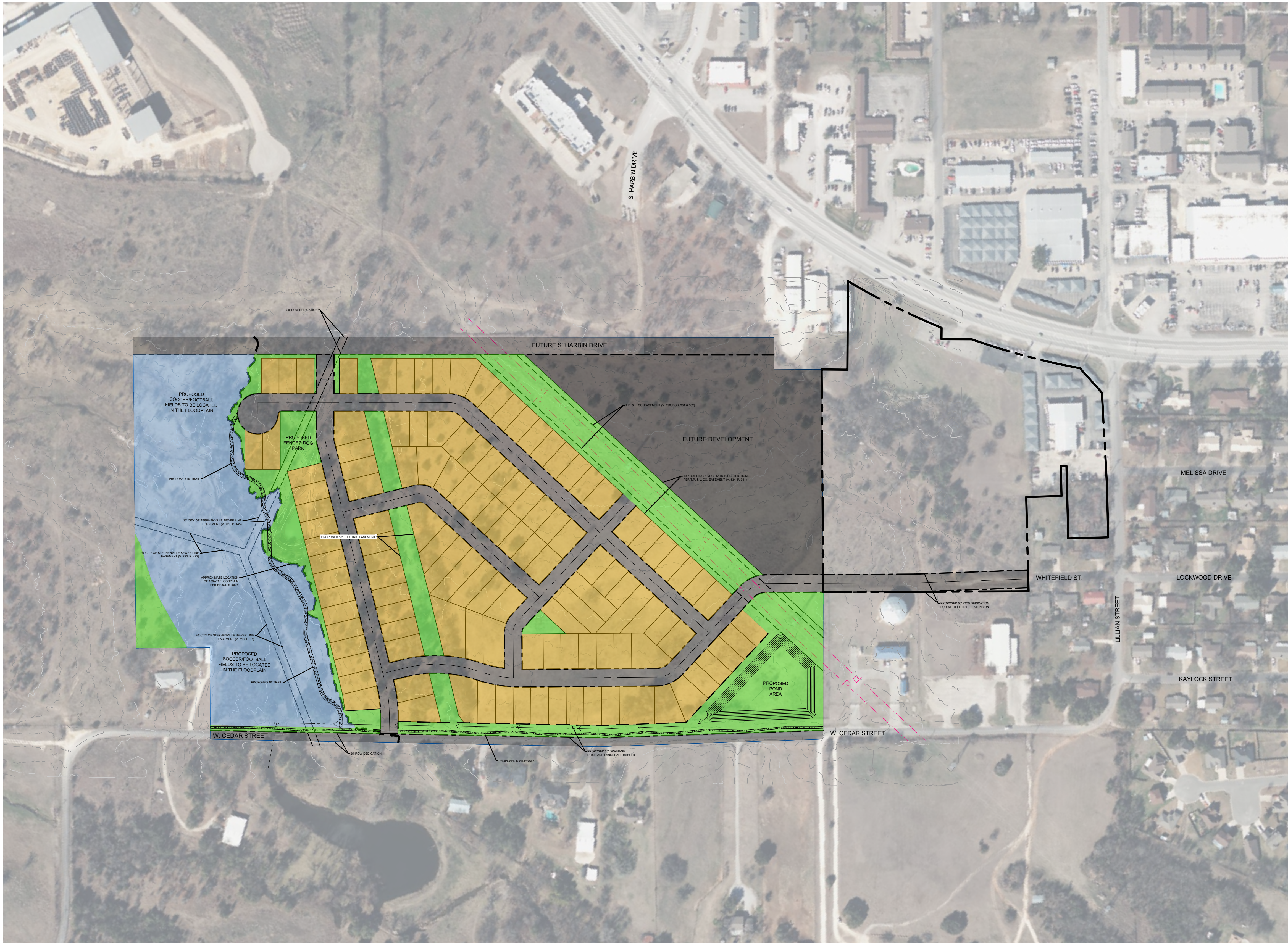
PLANNED DEVELOPMENT SCHEDULE

The 41.7 acre property shall be developed as single family detached lots per the following schedule in accordance with the land uses and development standards for the Planned Development (PD) zoning district and the associated Planned Development Standards by separate document.

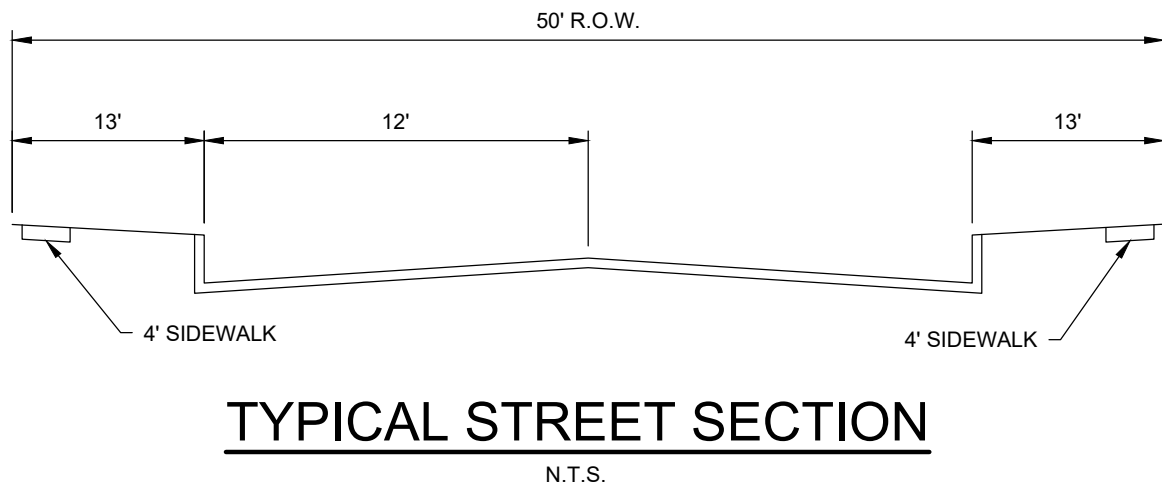
Schedule:

1. Engineering & Construction Plan Approval
 - a. November 15, 2025 – receive full for all development plans and engineering and begin public improvements
2. Building Permits Issued and Residential Construction begins
 - a. January 1, 2026
 - b. Absorption expectations are completion and sale of (7) units per month, complete subdivision in 19-24 months after residential construction begins.
3. Construction
 - a. January 1, 2026 to January 1, 2028
4. Completion of final residential units
 - a. January 1, 2028

File: F:\2021-04 Keweenaw Development\2021-04-09 Stephenville 49 Acres\Civil\Exhibits\2025-08-05 - Proposed Land Plan\STE.dwg || Date Plotted: 8/19/2025 7:55 AM || Plotted By: Jakub



LEGEND	USES	UNIT COUNT
	FUTURE DEVELOPMENT	7.90 AC
	SINGLE FAMILY DETACHED (50'X100' TYP)	123
	STREET RIGHT-OF-WAY	7.28 AC
	OPEN SPACE/EASEMENTS	7.84 AC
	WATER FEATURES	9.50 AC
	TOTAL	123



THE RESIDENCE
AT THE WEST LOOP
LAND PLAN

City of Stephenville, Texas
Date Prepared: August 19, 2025



Our 4-foot aluminum iron fencing offers low-maintenance solution for residential and community developments.



Our 4-foot wood fencing provides a classic and natural aesthetic while delivering privacy.

EXHIBIT B



We will have this fencing going along the outside of the development to offer security and a different look with landscaping similar to this.

Exhibit C



Our proposed entrance sign will serve as a welcoming point for the community.

Exhibit D



CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS
VICINITY MAP
NOT TO SCALE

Line Data Table

Line #	Bearing	Distance
L1	S29°32'03"E	25.00'
L2	N29°32'03"W	43.64'
L3	N44°32'43"W	30.65'
L4	N44°32'43"W	470.00'
L5	N44°32'43"W	199.90'
L6	N30°33'45"W	98.26'
L7	S59°26'15"W	190.00'
L8	S30°33'45"E	32.50'
L9	N59°26'15"E	348.37'
L10	S77°56'09"E	512.53'
L11	N12°03'51"E	125.00'
L12	S77°56'09"E	420.00'
L13	N12°03'51"E	156.98'
L14	N59°07'50"E	162.52'
L15	S31°01'50"E	25.00'
L16	S31°01'50"E	25.00'
L17	S12°03'51"W	137.05'
L18	N58°57'32"E	381.58'
L19	N45°27'17"E	61.36'
L20	S31°02'28"E	126.95'
L21	S12°03'51"W	91.02'
L22	S12°03'51"W	250.00'
L23	S77°56'09"E	413.62'
L24	N45°27'17"E	212.47'
L25	N60°27'57"E	25.00'
L26	N60°27'57"E	25.00'
L27	N29°32'03"W	43.64'
L28	N44°32'43"W	0.58'
L29	N44°32'43"W	49.96'
L30	N30°33'45"W	73.26'
L31	S59°26'15"W	9.80'
L32	N12°03'51"E	31.98'
L33	S59°07'50"W	46.11'
L34	S12°03'51"W	44.03'
L35	S65°42'08"E	27.26'
L36	N45°27'17"E	36.36'
L37	N44°32'43"W	5.65'
L38	N29°32'03"W	8.64'
L39	S29°32'03"E	35.00'
L40	N45°27'17"E	36.36'
L41	S44°48'30"E	9.27'
L42	S79°59'15"W	70.41'
L43	S79°59'15"W	53.96'
L44	N45°27'17"E	33.04'
L45	N45°27'17"E	53.00'
L46	N59°26'15"E	54.54'
L47	N45°27'17"E	53.00'
L48	N01°38'10"W	105.13'
L49	N12°03'51"E	12.05'
L50	N12°03'51"E	12.05'
L51	S77°56'09"E	25.00'
L52	S77°56'09"E	25.00'
L53	N44°17'13"W	36.19'
L54	N60°27'57"E	10.29'
L55	S60°27'57"W	54.64'
L56	S44°32'43"E	36.24'
L57	S44°11'50"E	10.29'
L58	S59°26'15"W	54.54'
L59	S44°11'50"E	113.19'
L60	N39°15'39"W	47.20'
L61	S59°26'15"W	50.00'
L62	N30°33'45"W	135.00'
L63	N59°26'15"E	25.00'
L64	N59°26'15"E	25.00'

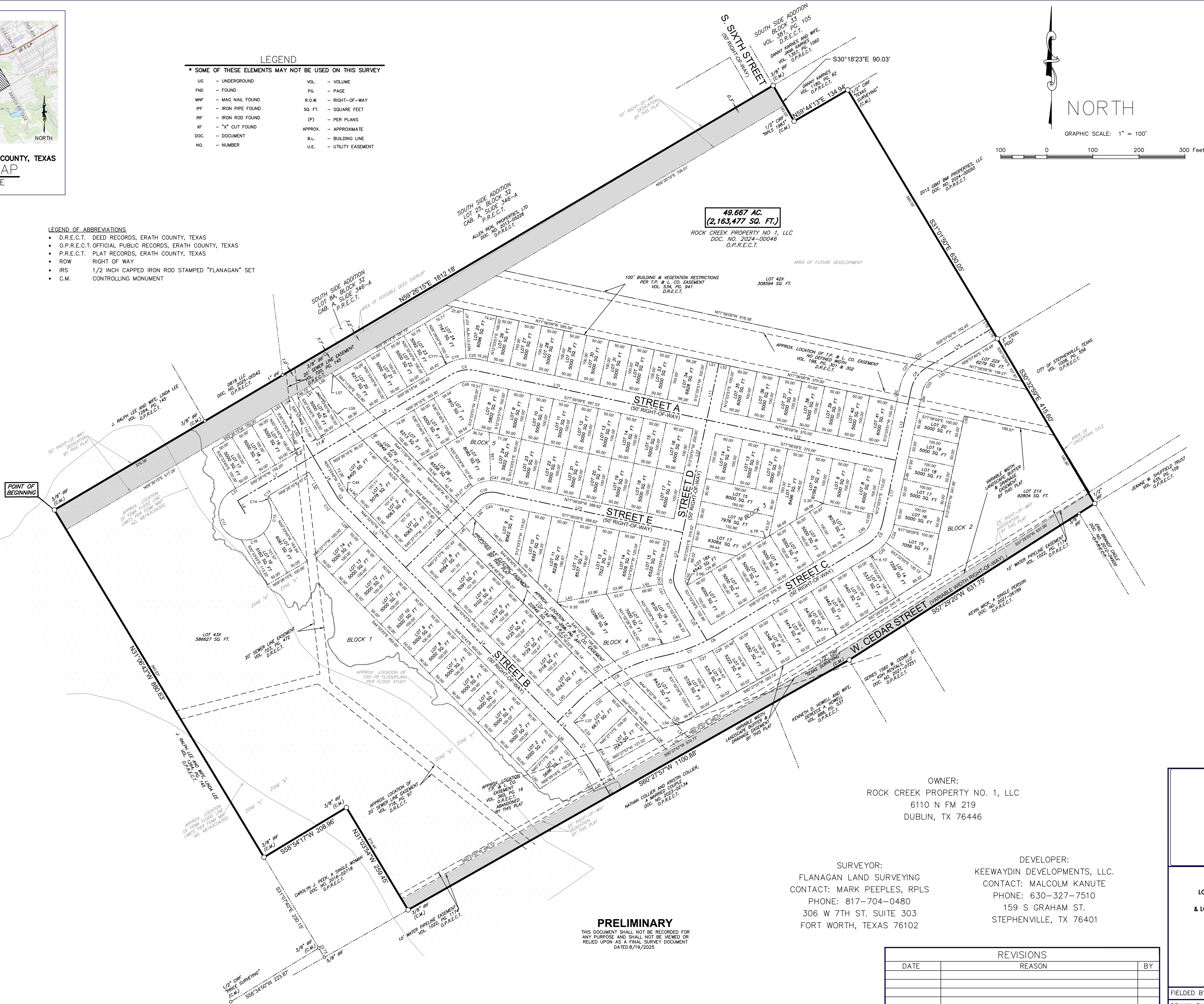
LEGEND OF ABBREVIATIONS

- D.R.E.C.T. DEED RECORDS, ERATH COUNTY, TEXAS
- O.P.R.E.C.T. OFFICIAL PUBLIC RECORDS, ERATH COUNTY, TEXAS
- P.R.E.C.T. PLAT RECORDS, ERATH COUNTY, TEXAS
- ROW RIGHT OF WAY
- IRS 1/2 INCH CAPPED IRON ROD STAMPED "FLANAGAN" SET
- C.M. CONTROLLING MONUMENT

LEGEND

* SOME OF THESE ELEMENTS MAY NOT BE USED ON THIS SURVEY

- | | | | |
|------|-------------------|---------|--------------------|
| UG | - UNDERGROUND | VOL | - VOLUME |
| FND | - FOUND | PG | - PAGE |
| MNF | - MAG. NAIL FOUND | R.O.W. | - RIGHT-OF-WAY |
| IPF | - IRON PIPE FOUND | SQ. FT. | - SQUARE FEET |
| IRF | - IRON ROD FOUND | (P) | - PER PLANS |
| XF | - "X" CUT FOUND | APPROX. | - APPROXIMATE |
| DOC. | - DOCUMENT | B.L. | - BUILDING LINE |
| NO. | - NUMBER | U.E. | - UTILITY EASEMENT |



PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 8/19/2025

OWNER:
ROCK CREEK PROPERTY NO. 1, LLC
6110 N FM 219
DUBLIN, TX 76446

SURVEYOR:
FLANAGAN LAND SURVEYING
CONTACT: MARK PEEPLES, RPLS
PHONE: 817-704-0480
306 W 7TH ST. SUITE 303
FORT WORTH, TEXAS 76102

DEVELOPER:
KEEWAYDIN DEVELOPMENTS, LLC.
CONTACT: MALCOLM KANUTE
PHONE: 630-327-7510
159 S GRAHAM ST.
STEPHENVILLE, TX 76401

REVISIONS		
DATE	REASON	BY

Curve Data Table					
Curve #	Arc	Radius	Delta	Chord Bearing	Chord
C1	98.25'	375.00'	015°00'40"	N37°02'23"W	97.97'
C2	18.30'	75.00'	013°58'58"	S37°33'14"E	18.26'
C3	55.80'	75.00'	042°37'37"	S80°45'03"W	54.52'
C4	61.61'	75.00'	047°03'59"	S35°35'51"W	59.89'
C5	61.38'	75.00'	046°53'40"	N35°30'42"E	59.69'
C6	23.20'	375.00'	003°32'41"	N60°43'52"E	23.20'
C7	101.55'	375.00'	015°30'56"	N70°15'41"E	101.24'
C8	213.13'	375.00'	032°33'52"	S61°44'13"W	210.28'
C9	37.62'	50.00'	043°06'20"	S09°29'18"E	36.74'
C10	49.40'	50.00'	056°36'34"	S73°45'34"W	47.42'
C11	26.33'	350.00'	004°18'38"	N31°41'22"W	26.32'
C12	24.40'	100.00'	013°58'58"	S37°33'14"E	24.34'
C13	4.75'	10.50'	025°55'59"	S46°28'15"W	4.71'
C14	11.28'	10.50'	061°32'18"	S02°44'07"W	10.74'
C15	74.32'	57.50'	074°03'17"	N08°59'36"E	69.25'
C16	53.21'	57.50'	053°01'29"	N72°31'59"E	51.34'
C17	140.90'	57.50'	140°23'47"	S10°45'23"E	108.20'
C21	74.80'	100.00'	042°51'26"	S33°29'35"W	73.07'
C22	7.35'	100.00'	004°12'32"	S57°01'34"W	7.34'
C23	41.07'	50.00'	047°03'59"	S35°35'51"W	39.93'
C24	43.35'	100.00'	024°50'19"	N24°29'01"E	43.01'
C25	38.50'	100.00'	022°03'22"	N47°55'51"E	38.26'
C26	24.54'	400.00'	003°30'54"	N60°42'59"E	24.54'
C27	50.42'	400.00'	007°13'21"	N66°05'07"E	50.39'
C28	51.67'	400.00'	007°24'02"	N73°23'48"E	51.63'
C29	6.44'	400.00'	000°55'20"	N77°33'29"E	6.44'
C30	78.30'	350.00'	012°49'04"	S71°36'38"W	78.14'
C31	54.92'	350.00'	008°59'26"	S60°42'23"W	54.86'
C32	65.71'	350.00'	010°45'22"	S50°49'58"W	65.61'
C33	60.74'	400.00'	008°41'59"	N40°11'43"W	60.68'
C34	44.06'	400.00'	006°18'41"	N32°41'24"W	44.04'
C35	65.86'	400.00'	009°26'01"	S50°10'18"W	65.78'
C36	54.45'	400.00'	007°47'58"	S58°47'17"W	54.41'
C37	61.40'	400.00'	008°47'42"	S67°05'07"W	61.34'
C38	45.63'	400.00'	006°32'12"	S74°45'04"W	45.61'
C39	6.45'	350.00'	001°03'19"	N77°29'30"E	6.45'
C40	61.65'	350.00'	010°05'31"	N71°55'05"E	61.57'
C41	28.21'	75.00'	021°33'10"	S20°15'53"E	28.05'
C42	28.21'	75.00'	021°33'10"	S01°17'17"W	28.05'
C43	24.70'	25.00'	056°36'34"	N73°45'34"E	23.71'
C44	12.20'	50.00'	013°58'58"	N37°33'14"W	12.17'
C45	13.95'	75.00'	010°39'14"	N50°46'54"E	13.93'
C46	42.22'	75.00'	032°15'19"	N72°14'10"E	41.67'
C47	17.93'	75.00'	013°42'02"	S84°47'09"E	17.89'
C48	37.20'	50.00'	042°37'37"	N80°45'03"E	36.35'
C49	40.92'	50.00'	046°53'40"	N35°30'42"E	39.79'
C50	18.81'	25.00'	043°06'20"	S09°29'18"E	18.37'
C51	65.37'	350.00'	010°42'02"	N39°11'42"W	65.27'

FLANAGAN
SURVEYING
Fort Worth, Texas | P 817.704.0480 | flanagan-is.com | TBPELS Firm No. 10194786
Contact: Mark Peebles, R.P.L.S.

**PRELIMINARY PLAT OF
CEDAR PARISH SUBDIVISION**
LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS
1-18, BLOCK 4; LOTS 1-26, BLOCK 5
& LOT 42X, LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X,
BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5
49.667 ACRES
SITUATED IN THE
H.C. HUDSON SURVEY
ABSTRACT NO. 342
ERATH COUNTY, TEXAS
129 LOTS

FILED BY:	BW	CHECKED BY:	MNP	JOB NO.	6079
DRAWN BY:	NCR	DATE:	08/14/25	SHEET NO.	1 OF 2

PROPERTY DESCRIPTION:

BEING A 49.667 ACRE TRACT OF LAND SITUATED IN THE H.C. HUDSON SURVEY, ABTRACT NO. 342, IN THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, AND BEING THAT SAME TRACT OF LAND DESCRIBED TO ROCK CREEK PROPERTY NO 1, LLC IN GENERAL WARRANTY DEED RECORDED IN DOCUMENT NUMBER (DOC. NO.) 2024-00046, OFFICIAL PUBLIC RECORDS, ERATH COUNTY, TEXAS (O.P.R.E.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 3/8-INCH IRON ROD FOUND FOR THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO DB & CB INVESTMENTS, LTD. IN TRACT TWO OF GENERAL WARRANTY DEED RECORDED IN DOC. NO. 2012-06686, O.P.R.E.C.T., SAID POINT BEING AN INTERIOR ELL CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO J. RALPH LEE AND WIFE, LINDA LEE IN GENERAL WARRANTY DEED RECORDED IN VOLUME (VOL.) 1264, PAGE (PG.) 145, O.P.R.E.C.T., SAID CORNER BEING THE WEST CORNER OF SAID ROCK CREEK TRACT;

THENCE NORTH 59 DEGREES 26 MINUTES 15 SECONDS EAST WITH THE SOUTHEAST LINE OF SAID J. RALPH LEE TRACT AND THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, PASSING AT A DISTANCE OF 379.38 FEET A 3/8-INCH IRON ROD FOUND FOR THE EAST CORNER OF SAID J. RALPH LEE TRACT, AND CONTINUING WITH THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, FOR A TOTAL DISTANCE OF 1812.18 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE NORTHERNMOST WEST CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO DANNY KARNES IN GENERAL WARRANTY DEED RECORDED IN VOL. 1180, PG. 62, O.P.R.E.C.T., THE SOUTH CORNER OF BLOCK 33, SOUTH SIDE ADDITION, AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, ACCORDING TO THE 1956 KINGS MAP THEREOF, RECORDED IN VOL. 381, PG. 105, DEED RECORDS, ERATH COUNTY, TEXAS (D.R.E.C.T.), AND LYING ON THE NORTHEAST RIGHT-OF-WAY LINE OF SOUTH SIXTH STREET (A 50' PUBLIC RIGHT-OF-WAY);

THENCE, SOUTH 30 DEGREES 18 MINUTES 23 SECONDS EAST, DEPARTING THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, WITH THE SOUTHWEST LINE OF SAID DANNY KARNES TRACT, A DISTANCE OF 90.03 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "RPLS 1983" FOUND FOR AN INTERIOR ELL CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE SOUTH CORNER OF SAID DANNY KARNES TRACT;

THENCE NORTH 59 DEGREES 44 MINUTES 13 SECONDS EAST, WITH THE SOUTHEAST LINE OF SAID DANNY KARNES TRACT, A DISTANCE OF 134.94 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "TEXAS SURVEYING" FOUND FOR THE EASTERNMOST NORTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO 2012 GBAT BMI PROPERTIES, LLC IN TRACT ONE OF GENERAL WARRANTY DEED RECORDED IN DOC. NO. 2024-00050, O.P.R.E.C.T.;

THENCE SOUTH 31 DEGREES 01 MINUTES 50 SECONDS EAST, WITH THE SOUTHWEST LINE OF SAID 2012 GBAT BMI PROPERTIES TRACT, A DISTANCE OF 630.05 FEET TO A 3" STEEL POST FOUND FOR THE SOUTH CORNER OF SAID 2012 GBAT BMI PROPERTIES TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO THE CITY OF STEPHENVILLE, TEXAS IN WARRANTY DEED RECORDED IN VOL. 1008, PG. 556, O.P.R.E.C.T.;

THENCE SOUTH 30 DEGREES 32 MINUTES 59 SECONDS EAST, WITH THE NORTHEAST LINE OF SAID ROCK CREEK TRACT, A DISTANCE OF 415.60 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE EAST CORNER OF SAID ROCK CREEK TRACT, SAID POINT LYING IN THE CENTERLINE OF WEST CEDAR STREET;

THENCE SOUTH 57 DEGREES 29 MINUTES 20 SECONDS WEST, WITH THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT, ALONG THE CENTERLINE OF SAID WEST CEDAR STREET, A DISTANCE OF 631.75 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "TEXAS SURVEYING" FOUND LYING IN THE CENTERLINE OF SAID WEST CEDAR STREET;

THENCE SOUTH 60 DEGREES 27 MINUTES 57 SECONDS, CONTINUING WITH THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT, ALONG THE CENTERLINE OF SAID WEST CEDAR STREET, A DISTANCE OF 1100.88 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE SOUTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE EAST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO CAROLYN J. PEEK IN DOC. NO. 2016-02718, O.P.R.E.C.T.;

THENCE NORTH 31 DEGREES 03 MINUTES 54 SECONDS WEST, DEPARTING THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT AND THE CENTERLINE OF SAID WEST CEDAR ROAD, WITH THE NORTHEAST LINE OF SAID CAROLYN J. PEEK TRACT, A DISTANCE OF 259.45 FEET TO A 3/8-INCH IRON ROD FOUND FOR AN INTERIOR ELL CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE NORTH CORNER OF SAID CAROLYN J. PEEK TRACT;

THENCE SOUTH 58 DEGREES 54 MINUTES 17 SECONDS WEST, WITH THE NORTHWEST LINE OF SAID CAROLYN J. PEEK TRACT, A DISTANCE OF 208.96 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE WESTERNMOST SOUTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF SAID CAROLYN J. PEEK TRACT AND LYING ON THE NORTHEAST LINE OF SAID J. RALPH LEE TRACT;

THENCE NORTH 31 DEGREES 06 MINUTES 43 SECONDS WEST, WITH THE NORTHEAST LINE OF SAID J. RALPH LEE TRACT, A DISTANCE OF 880.63 FEET TO THE POINT OF BEGINNING AND CONTAINING 2,163,477 SQUARE FEET OR 49.667 ACRES OF LAND, MORE OR LESS.

SURVEYOR'S CERTIFICATE:

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON AND IS CORRECT, AND TO THE BEST OF MY KNOWLEDGE, THERE ARE NO VISIBLE DISCREPANCIES, CONFLICTS, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHTS OF WAY THAT I HAVE BEEN ADVISED OF EXCEPT AS SHOWN HEREON.

DATE OF PLAT OR MAP: _____

PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 8/18/2025

MARK N. PEEPLES
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6443
STATE OF TEXAS

DEVELOPER:
KEEWAYDIN DEVELOPMENTS, LLC.
CONTACT: MALCOLM KANUTE
PHONE: 630-327-7510
159 S GRAHAM ST.
STEPHENVILLE, TX 76401

SURVEYOR:
FLANAGAN LAND SURVEYING
CONTACT: MARK PEEPLES, RPLS
PHONE: 817-704-0480
306 W 7TH ST. SUITE 303
FORT WORTH, TEXAS 76102

OWNER:
ROCK CREEK PROPERTY NO. 1, LLC
6110 N FM 219
DUBLIN, TX 76446

SURVEYOR'S NOTES:

- BEARINGS AND DISTANCES ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202) NORTH AMERICAN DATUM OF 1983 (NAD 83)(US FOOT) WITH A COMBINED SCALE FACTOR OF 1.000060.
- SUBJECT PROPERTY IS SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP FOR ERATH COUNTY, TEXAS AND INCORPORATED AREAS, MAP NO. 48143C0430D, COMMUNITY-PANEL NO. 4802200430D, EFFECTIVE DATE: NOVEMBER, 16 2011. PART OF THE SUBJECT PROPERTY IS SHOWN TO BE LOCATED IN ZONE X AND PART OF THE SUBJECT PROPERTY IS SHOWN TO BE LOCATED IN ZONE A ON SAID MAP. THE LOCATION OF THE SAID FLOODZONES IS BASED ON SAID MAP, IS APPROXIMATE AND IS NOT LOCATED ON THE GROUND. RELEVANT ZONES ARE DEFINED ON SAID MAP AS FOLLOWS:

ZONE "X" - OTHER AREAS: AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOODPLAIN.

ZONE "A" - SPECIAL FLOOD HAZARD AREAS (SFHAS) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD: BASE FLOOD ELEVATIONS UNDETERMINED.
- ELEVATIONS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) (US FOOT) USING THE ALTERRA CENTRAL RTK COOPERATIVE NETWORK. OBSERVATIONS WERE MADE ON 06/01/25.
- MONUMENTS ARE FOUND UNLESS SPECIFICALLY DESIGNATED AS SET.

GENERAL NOTES:

- THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE PROVIDED WHEN A BUILDING PERMIT APPLICATION IS SUBMITTED. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE BASED ON THE CURRENT FEMA DATA. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE STATED AS MEAN SEA LEVEL.

STATE OF TEXAS §
COUNTY OF §
CITY OF §

BEFORE ME, NOTARY IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2024.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

COMMISSION EXPIRATION: _____

OWNER'S DEDICATION:

STATE OF TEXAS §
COUNTY OF §
CITY OF §

THAT I, ROCK CREEK PROPERTY NO. 1, LLC, BEING THE OWNER OF THE HEREINAFTER DESCRIBED PROPERTY DO HEREBY ADOPT THIS MAP AS CORRECTLY REPRESENTING OUR PLAN TO CONVEY THE HEREIN DESCRIBED PROPERTY AND DO DESIGNATE SAME AS LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS 1-18, BLOCK 4; LOTS 1-26, BLOCK 5, & LOT 42X & LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X, BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5, CEDAR PARISH SUBDIVISION, AND DO HEREBY DEDICATE TO THE PUBLIC USE FOREVER, THE EASEMENTS AND RIGHTS-OF-WAY SHOWN HEREON.

EXECUTED THIS _____ DAY OF _____, 202____.

BY: ROCK CREEK PROPERTY NO. 1, LLC

SIGNATURE

NAME AND TITLE

STATE OF TEXAS §
COUNTY OF §
CITY OF §

BEFORE ME, NOTARY IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2024.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

COMMISSION EXPIRATION: _____

COUNTY CLERK'S CERTIFICATION

CLERK'S NOTICE: ANY PROVISION HEREIN WHICH RESTRICT THE SALE, RENTAL OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE, IS INVALID AND UNENFORCEABLE UNDER FEDERAL LAW.

STATE OF TEXAS §
COUNTY OF ERATH §
KNOW ALL MEN BY THESEPRESENTS;

I, GWINDA JONES, CLERK OF THE COUNTY COURT OF ERATH COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD AND DULY RECORDED IN MY OFFICE ON THIS THE _____ DAY OF _____, 20____, AT _____ O'CLOCK, ____M., IN THE OFFICIAL PUBLIC RECORDS OF ERATH COUNTY IN DOCUMENT NO. _____, CABINET ____ SLIDE _____ TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF ERATH COUNTY, AT MY OFFICE IN ERATH, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

GWINDA JONES, CLERK COUNTY COURT OF ERATH COUNTY, TEXAS

BY: _____ DEPUTY

REVISIONS		
DATE	REASON	BY

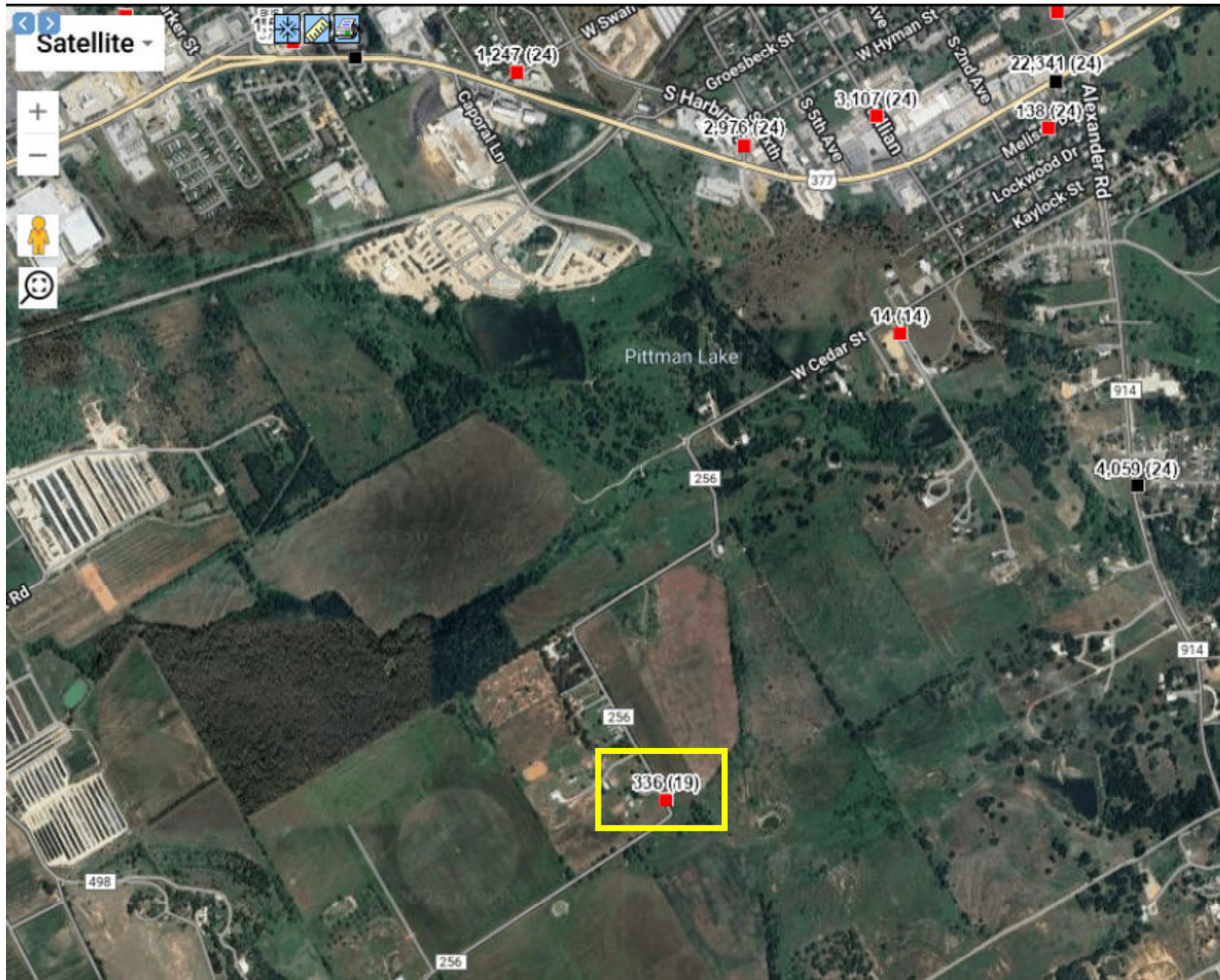


Fort Worth, Texas | P:817.704.0480 | flanagan-ls.com | TBPELS Firm No. 10194766
Contact: Mark Peeples, R.P.L.S.

**PRELIMINARY PLAT OF
CEDAR PARISH SUBDIVISION**
LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS 1-18, BLOCK 4; LOTS 1-26, BLOCK 5
& LOT 42X & LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X, BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5
49.667 ACRES
SITUATED IN THE
H.C. HUDSON SURVEY
ABSTRACT NO. 342
ERATH COUNTY, TEXAS
129 LOTS

FILED BY: BW	CHECKED BY: MNP	JOB NO. 6079
DRAWN BY: NCR	DATE: 08/14/25	SHEET NO. 2 OF 2

TxDOT Average Annual Daily Traffic Volumes



Trip Generation Comparisons (131 DU vs 85 DU)

Land Use	ITE Code	Size	DAILY	AM PEAK HOUR			PM PEAK HOUR		
				TOTAL	ENTER	EXIT	TOTAL	ENTER	EXIT
Single-Family Detached	210	131 DU	1,294	95	24	71	128	81	47
Single-Family Detached	210	85 DU	870	64	16	48	85	54	31
Difference			424	31	8	23	43	27	16

Trip Generation Comparisons (122 DU vs 85 DU)

Land Use	ITE Code	Size	DAILY	AM PEAK HOUR			PM PEAK HOUR		
				TOTAL	ENTER	EXIT	TOTAL	ENTER	EXIT
Single-Family Detached	210	122 DU	1,212	89	22	67	120	76	44
Single-Family Detached	210	85 DU	870	64	16	48	85	54	31
Difference			342	25	6	19	35	22	13

Steve Killen

From: Malcolm Kanute <mkanute@keewaydindevelopments.com>
Sent: Tuesday, August 19, 2025 11:54 AM
To: Steve Killen; Taylor Kanute; Reece Flanagan, P.E. <reece@flanagan-ls.com>
Subject: "[EXTERNAL]" FW: W Cedar Street Trip Generation
Attachments: Cedar Street - Trip Generation Comparisons (122 vs 85).pdf

Steve,

Please see the email below from Kelly Parma regarding revised traffic count numbers and conclusions. Can you please update what we submitted earlier regarding traffic to and from our proposed development.

Thanks

Malcolm

From: Kelly Parma <kparma@lee-eng.com>
Sent: Tuesday, August 19, 2025 10:19 AM
To: Reece Flanagan, P.E. <reece@flanagan-ls.com>; Malcolm Kanute <mkanute@keewaydindevelopments.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>
Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>
Subject: RE: W Cedar Street Trip Generation

Reece,

As requested, I have attached a summary comparing the differences in trip generation for 122 lots compared to 85 lots. As shown by these results:

- Only approximately 30 more trips are predicted to be generated during the AM and PM peak hours when compared to 85 lots.
- In the peak direction, there will only be 19 more vehicles (exiting the development) travelling towards US 377 during the AM peak hour when compared to 85 lots and only 22 more vehicles (entering the development) travelling away from US 377 during the PM peak hour.
- When you consider the new access being provided on Lillian, I would think more than half of these would not travel through the curve on Cedar.

Thanks,
Kelly

Kelly D. Parma, P.E., PTOE
Lee Engineering, LLC
(972) 456-9033 direct
(214) 405-2771 mobile

From: Reece Flanagan, P.E. <reece@flanagan-ls.com>
Sent: Monday, August 18, 2025 10:50 PM
To: Malcolm Kanute <mkanute@keewaydindevelopments.com>; Kelly Parma <kparma@lee-eng.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>

Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: RE: W Cedar Street Trip Generation

Kelly –

Following up on Malcolm's email, please send over updated counts 122 residential lots. Attached is the latest land plan.

The comparison we need, is the difference between 122 residential lots and approximately 85. The citizens are very worried about Cedar Street, but as you can see in our attached plan, we now have another point of access to Lillian.

I've attached your previous email for reference.

Thanks,

Reece Flanagan, P.E.

Managing Member

The Fort Worth Club

306 W 7th St. Suite #303 Fort Worth, TX 76102

reece@flanagan-ls.com | +1 (940) 327-7963

FLANAGAN-LS.COM | [LINKEDIN](#)

FLANAGAN
ENGINEERING. SURVEYING. CONSULTING.

From: Malcolm Kanute <mkanute@keewaydindevelopments.com>

Sent: Monday, August 18, 2025 10:04 PM

To: Kelly Parma <kparma@lee-eng.com>; Reece Flanagan, P.E. <reece@flanagan-ls.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>

Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: Re: W Cedar Street Trip Generation

Kelly,

Sorry for the late email back, I think we're gonna go at the plan commission just with ourselves, we won't need you there, we are going to save you for the city Council in early September. Thank you for all your help and I believe Reece is going to reach out to you for some revised numbers based on our Project only being 122 lots versus 131.

Should you have any questions please call me at anytime.

Thanks

Malcolm Kanute

Get [Outlook for iOS](#)

From: Kelly Parma <kparma@lee-eng.com>

Sent: Monday, August 18, 2025 10:13:53 AM

To: Malcolm Kanute <mkanute@keewaydindevelopments.com>; Reece Flanagan, P.E. <reece@flanagan-ls.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>

Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: RE: W Cedar Street Trip Generation

Malcolm,

I'm trying to plan my week and was checking to see if you needed me to attend the Stephenville P&Z meeting on Wednesday.

Thanks,
Kelly

Kelly D. Parma, P.E., PTOE
Lee Engineering, LLC
(972) 456-9033 direct
(214) 405-2771 mobile

From: Kelly Parma

Sent: Thursday, August 7, 2025 12:03 PM

To: Malcolm Kanute <mkanute@keewaydindevelopments.com>; Reece Flanagan, P.E. <reece@flanagan-ls.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>

Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: RE: W Cedar Street Trip Generation [Filed 07 Aug 2025 12:02]

Malcolm,

As an estimate for only attending the P&Z meeting, I would assume:

- 4 hours of travel (2 hours each from our office)
- 3 hours for the meeting (which is hopefully conservative & ultimately depends on the number of items on the agenda, where the Cedar Street item is placed on the agenda, and how much discussion there will be on the Cedar Street item)

For a total of 7 hours and mileage, the probable cost would not exceed \$2,500. I went ahead and put together a proposal for execution.

Attending other meetings or any additional analysis (beyond that provided via 7/25/25 email) prior to the P&Z meeting are not included in this estimate.

Let me know if you have any questions.

Thanks,
Kelly

Kelly D. Parma, P.E., PTOE
Lee Engineering, LLC
(972) 456-9033 direct
(214) 405-2771 mobile

From: Malcolm Kanute <mkanute@keewaydindevelopments.com>
Sent: Thursday, August 7, 2025 11:22 AM
To: Kelly Parma <kparma@lee-eng.com>; Reece Flanagan, P.E. <reece@flanagan-ls.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>
Cc: Jakub Swierczynski, P.E <jakub@flanagan-ls.com>
Subject: RE: W Cedar Street Trip Generation

Kelly,

We would like you to attend the P&Z meeting on August 20, can you give me an idea of what the probable cost would be for travel and attendance? And if necessary send us contract to execute.

Thanks

*Malcolm Kanute
Managing Member
Keewaydin Developments, LLC.
159 S Graham St
Stephenville, TX 76401
630.327.7510*



From: Kelly Parma <kparma@lee-eng.com>
Sent: Thursday, August 7, 2025 8:27 AM
To: Reece Flanagan, P.E. <reece@flanagan-ls.com>; Taylor Kanute <tkanute@keewaydindevelopments.com>
Cc: Malcolm Kanute <mkanute@keewaydindevelopments.com>; Jakub Swierczynski, P.E <jakub@flanagan-ls.com>
Subject: RE: W Cedar Street Trip Generation

FYI – I've attached our hourly rates.

KELLY D. PARMA, P.E., PTOE
SENIOR PROJECT MANAGER

3030 LBJ Freeway, Suite 1660
Dallas, TX 75234
(972) 248-3006 office
(972) 456-9033 direct
(214) 405-2771 mobile
www.leeengineering.com



From: Reece Flanagan, P.E. <reece@flanagan-ls.com>
Sent: Wednesday, August 6, 2025 7:00 PM
To: Kelly Parma <kparma@lee-eng.com>; tkanute@keewaydindevelopments.com

Cc: mkanute@keewaydindevelopments.com; Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: Re: W Cedar Street Trip Generation

Thanks Kelly!

Malcolm/Taylor - Do y'all approve?

Reece Flanagan, PE

FLANAGAN

940.327.7963

From: Kelly Parma <kparma@lee-eng.com>

Sent: Wednesday, August 6, 2025 5:41:19 PM

To: Reece Flanagan, P.E. <reece@flanagan-ls.com>; tkanute@keewaydindevelopments.com
<tkanute@keewaydindevelopments.com>

Cc: mkanute@keewaydindevelopments.com <mkanute@keewaydindevelopments.com>; Jakub Swierczynski, P.E
<jakub@flanagan-ls.com>

Subject: RE: W Cedar Street Trip Generation

Reece,

Yes, I would be available and would need to bill my time for the meeting on an hourly basis.

Thanks,

Kelly

Kelly D. Parma, P.E., PTOE

Lee Engineering, LLC

(972) 456-9033 direct

(214) 405-2771 mobile

From: Reece Flanagan, P.E. <reece@flanagan-ls.com>

Sent: Wednesday, August 6, 2025 2:59 PM

To: Kelly Parma <kparma@lee-eng.com>; tkanute@keewaydindevelopments.com

Cc: mkanute@keewaydindevelopments.com; Jakub Swierczynski, P.E <jakub@flanagan-ls.com>

Subject: RE: W Cedar Street Trip Generation

Kelly –

I spoke with Malcolm and Taylor, and we all agreed it would be a huge help if you attended the upcoming P&Z meeting on August 20th. Are you available?

Thanks,

Reece Flanagan, P.E.

Managing Member

The Fort Worth Club

306 W 7th St. Suite #303 Fort Worth, TX 76102

reece@flanagan-ls.com | +1 (940) 327-7963

FLANAGAN-LS.COM | [LINKEDIN](#)

From: Kelly Parma <kparma@lee-eng.com>
Sent: Friday, July 25, 2025 4:19 PM
To: Reece Flanagan, P.E. <reece@flanagan-ls.com>; tkanute@keewaydindevelopments.com
Cc: mkanute@keewaydindevelopments.com
Subject: W Cedar Street Trip Generation

Taylor, Reece:

I have attached a summary of the following traffic volume characteristics we discussed this afternoon:

- Estimated trip generation for 131 dwelling units, 85 dwelling units and the difference between the two
- Traffic volume data for the one location on Cedar Street

In addition, the possible modifications to the curve we discussed include:

- Additional signing through the curve
- Removal of any vegetation that may be blocking the curve warning signs in advance of the curve
- Installation of reflective pavement markers in the center of the roadway and on the edge through the curve
- Changing the existing arrow (chevron) signs within the curve to illuminated arrow (chevron) signs (and any new signs to be illuminated as well). An example of these signs can be seen in this video -> <https://youtu.be/8W9pLEUeBww?feature=shared&t=15>. I'm not sure how much the nearby houses may be impacted by the flashing lights,
- Trimming back any branches of the trees on the property of the house on the interior curve to improve sight distance approaching and when travelling through the curve

Thanks,
Kelly

KELLY D. PARMA, P.E., PTOE
SENIOR PROJECT MANAGER

3030 LBJ Freeway, Suite 1660
Dallas, TX 75234
(972) 248-3006 office
(972) 456-9033 direct
(214) 405-2771 mobile
www.leeengineering.com



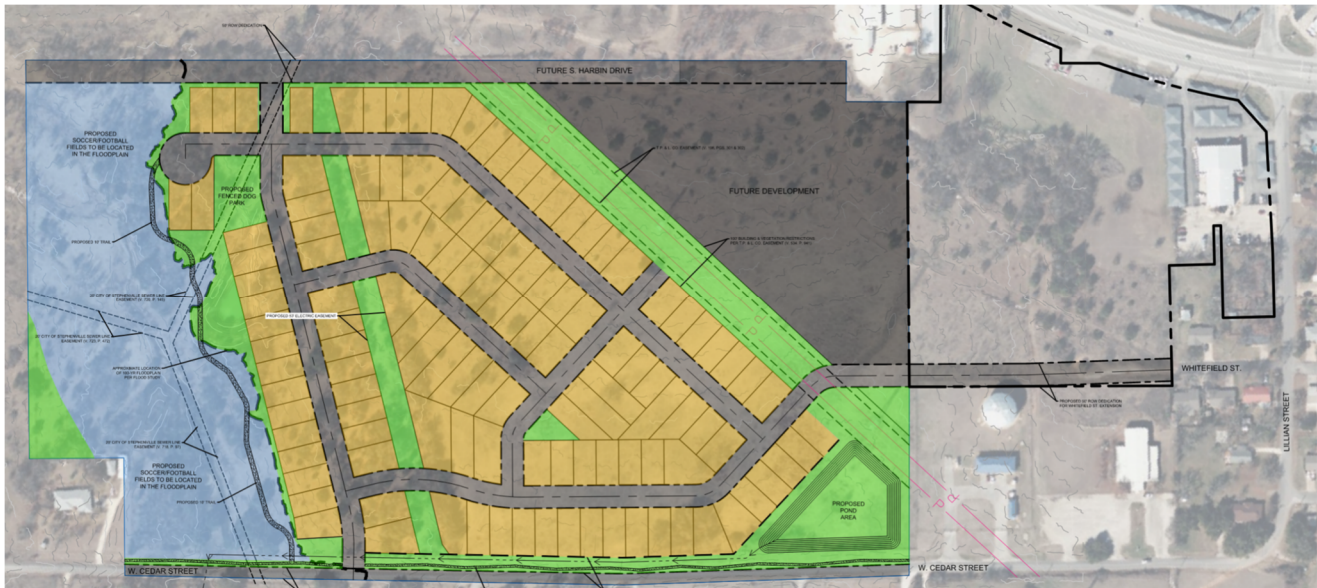
CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

STEPHENVILLE 49 ACRES – WHITEFIELD ACCESS MEMO

Date: August 19th, 2025
To: City of Stephenville
Attn: Planning & Zoning Commission
From: Keewaydin Developments, LLC & FLANAGAN
Re: Stephenville 49 Acres

PROJECT OVERVIEW & SUMMARY

This memorandum is to notify you of the proposed development of the 49 Acres located along Cedar Street in Stephenville, Texas. The proposed land plan calls for 123 single-family residential lots, please see the preliminary layout below for reference.



Throughout the design/development process, the development team presented this planned development (PD) zoning case in July 2025. After hearing the concerns regarding access onto Cedar Street, the design and development team has worked diligently to obtain a second access point at Whitefield Street, which connects to Lillian Street. This is shown in the image above, and on the attached land plan. This off-site access point has been agreed to from a conceptual standpoint with the adjacent property owner. The final agreement will be executed after the rezoning case is approved, and the developer (Keewaydin) acquires the subject property. Please note, we understand this zoning change is contingent on the second point of access being at Whitefield Street.

In addition to this, we have planned for a future road connection to Harbin Drive, when it is extended by the adjacent property owner. We're confident this layout change will reduce the overall number of vehicles traveling along Cedar Street, to and from this development.

If you have any questions, please do not hesitate to contact us. We're eager to present this case again on August 20th, 2025, and look forward to continuing to grow our professional relationship with the City of Stephenville throughout this development.

Respectfully,

Reece Flanagan, PE, MBA

reece@flanagan-ls.com

P:940.327.7963



CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS
VICINITY MAP
NOT TO SCALE

Line Data Table

Line #	Bearing	Distance
L1	S29°32'03"E	25.00'
L2	N29°32'03"W	43.64'
L3	N44°32'43"W	30.65'
L4	N44°32'43"W	470.00'
L5	N44°32'43"W	199.90'
L6	N30°33'45"W	98.26'
L7	S59°26'15"W	190.00'
L8	S30°33'45"E	32.50'
L9	N59°26'15"E	348.37'
L10	S77°56'09"E	512.53'
L11	N12°03'51"E	125.00'
L12	S77°56'09"E	420.00'
L13	N12°03'51"E	156.98'
L14	N59°07'50"E	162.52'
L15	S31°01'50"E	25.00'
L16	S31°01'50"E	25.00'
L17	S12°03'51"W	137.05'
L18	N58°57'32"E	381.58'
L19	N45°27'17"E	61.36'
L20	S31°02'28"E	126.95'
L21	S12°03'51"W	91.02'
L22	S12°03'51"W	250.00'
L23	S77°56'09"E	413.62'
L24	N45°27'17"E	212.47'
L25	N60°27'57"E	25.00'
L26	N60°27'57"E	25.00'
L27	N29°32'03"W	43.64'
L28	N44°32'43"W	0.58'
L29	N44°32'43"W	49.96'
L30	N30°33'45"W	73.26'
L31	S59°26'15"W	9.80'
L32	N12°03'51"E	31.98'
L33	S59°07'50"W	46.11'
L34	S12°03'51"W	44.03'
L35	S65°42'08"E	27.26'
L36	N45°27'17"E	36.36'
L37	N44°32'43"W	5.65'
L38	N29°32'03"W	8.64'
L39	S29°32'03"E	35.00'
L40	N45°27'17"E	36.36'
L41	S44°48'30"E	9.27'
L42	S79°59'15"W	70.41'
L43	S79°59'15"W	53.96'
L44	N45°27'17"E	33.04'
L45	N45°27'17"E	53.00'
L46	N59°26'15"E	54.54'
L47	N45°27'17"E	53.00'
L48	N01°38'10"W	105.13'
L49	N12°03'51"E	12.05'
L50	N12°03'51"E	12.05'
L51	S77°56'09"E	25.00'
L52	S77°56'09"E	25.00'
L53	N44°17'13"W	36.19'
L54	N60°27'57"E	10.29'
L55	S60°27'57"W	54.64'
L56	S44°32'43"E	36.24'
L57	S44°11'50"E	10.29'
L58	S59°26'15"W	54.54'
L59	S44°11'50"E	113.19'
L60	N39°15'39"W	47.20'
L61	S59°26'15"W	50.00'
L62	N30°33'45"W	135.00'
L63	N59°26'15"E	25.00'
L64	N59°26'15"E	25.00'

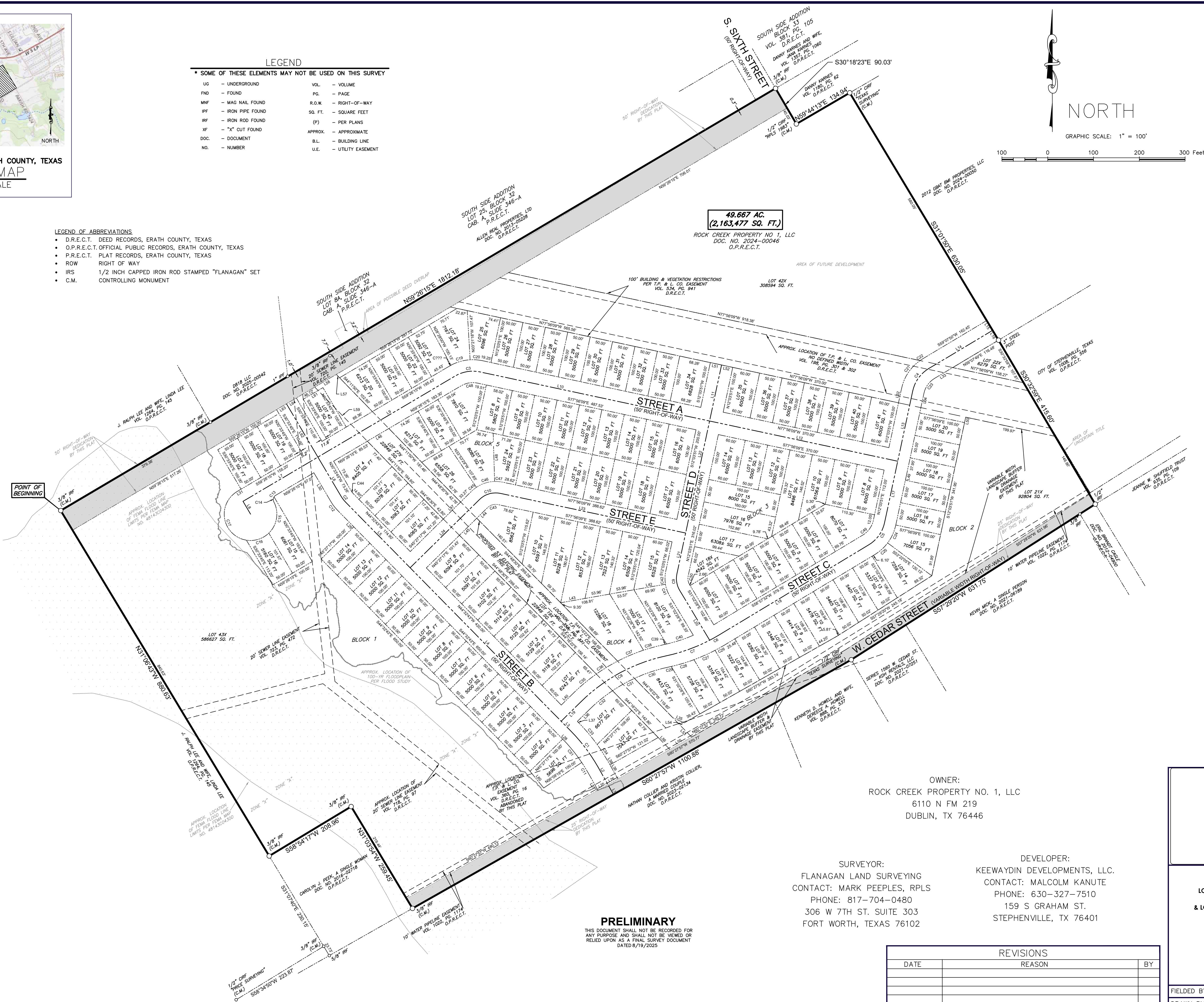
LEGEND OF ABBREVIATIONS

- D.R.E.C.T. DEED RECORDS, ERATH COUNTY, TEXAS
- O.P.R.E.C.T. OFFICIAL PUBLIC RECORDS, ERATH COUNTY, TEXAS
- P.R.E.C.T. PLAT RECORDS, ERATH COUNTY, TEXAS
- ROW RIGHT OF WAY
- IRS 1/2 INCH CAPPED IRON ROD STAMPED "FLANAGAN" SET
- C.M. CONTROLLING MONUMENT

LEGEND

* SOME OF THESE ELEMENTS MAY NOT BE USED ON THIS SURVEY

- | | | | |
|------|-------------------|---------|--------------------|
| UG | - UNDERGROUND | VOL | - VOLUME |
| FND | - FOUND | PG | - PAGE |
| MNF | - MAG. NAIL FOUND | R.O.W. | - RIGHT-OF-WAY |
| IPF | - IRON PIPE FOUND | SQ. FT. | - SQUARE FEET |
| IRF | - IRON ROD FOUND | (P) | - PER PLANS |
| XF | - "X" CUT FOUND | APPROX. | - APPROXIMATE |
| DOC. | - DOCUMENT | B.L. | - BUILDING LINE |
| NO. | - NUMBER | U.E. | - UTILITY EASEMENT |



PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 8/19/2025

OWNER:
ROCK CREEK PROPERTY NO. 1, LLC
6110 N FM 219
DUBLIN, TX 76446

SURVEYOR:
FLANAGAN LAND SURVEYING
CONTACT: MARK PEEPLES, RPLS
PHONE: 817-704-0480
306 W 7TH ST. SUITE 303
FORT WORTH, TEXAS 76102

DEVELOPER:
KEEWAYDIN DEVELOPMENTS, LLC.
CONTACT: MALCOLM KANUTE
PHONE: 630-327-7510
159 S GRAHAM ST.
STEPHENVILLE, TX 76401

REVISIONS		
DATE	REASON	BY

Curve Data Table					
Curve #	Arc	Radius	Delta	Chord Bearing	Chord
C1	98.25'	375.00'	015°00'40"	N37°02'23"W	97.97'
C2	18.30'	75.00'	013°58'58"	S37°33'14"E	18.26'
C3	55.80'	75.00'	042°37'37"	S80°45'03"W	54.52'
C4	61.61'	75.00'	047°03'59"	S35°35'51"W	59.89'
C5	61.38'	75.00'	046°53'40"	N35°30'42"E	59.69'
C6	23.20'	375.00'	003°32'41"	N60°43'52"E	23.20'
C7	101.55'	375.00'	015°30'56"	N70°15'41"E	101.24'
C8	213.13'	375.00'	032°33'52"	S61°44'13"W	210.28'
C9	37.62'	50.00'	043°06'20"	S09°29'18"E	36.74'
C10	49.40'	50.00'	056°36'34"	S73°45'34"W	47.42'
C11	26.33'	350.00'	004°18'38"	N31°41'22"W	26.32'
C12	24.40'	100.00'	013°58'58"	S37°33'14"E	24.34'
C13	4.75'	10.50'	025°55'59"	S46°28'15"W	4.71'
C14	11.28'	10.50'	061°32'18"	S02°44'07"W	10.74'
C15	74.32'	57.50'	074°03'17"	N08°59'36"E	69.25'
C16	53.21'	57.50'	053°01'29"	N72°31'59"E	51.34'
C17	140.90'	57.50'	140°23'47"	S10°45'23"E	108.20'
C21	74.80'	100.00'	042°51'26"	S33°29'35"W	73.07'
C22	7.35'	100.00'	004°12'32"	S57°01'34"W	7.34'
C23	41.07'	50.00'	047°03'59"	S35°35'51"W	39.93'
C24	43.35'	100.00'	024°50'19"	N24°29'01"E	43.01'
C25	38.50'	100.00'	022°03'22"	N47°55'51"E	38.26'
C26	24.54'	400.00'	003°30'54"	N60°42'59"E	24.54'
C27	50.42'	400.00'	007°13'21"	N66°05'07"E	50.39'
C28	51.67'	400.00'	007°24'02"	N73°23'48"E	51.63'
C29	6.44'	400.00'	000°55'20"	N77°33'29"E	6.44'
C30	78.30'	350.00'	012°49'04"	S71°36'38"W	78.14'
C31	54.92'	350.00'	008°59'26"	S60°42'23"W	54.86'
C32	65.71'	350.00'	010°45'22"	S50°49'58"W	65.61'
C33	60.74'	400.00'	008°41'59"	N40°11'43"W	60.68'
C34	44.06'	400.00'	006°18'41"	N32°41'24"W	44.04'
C35	65.86'	400.00'	009°26'01"	S50°10'18"W	65.78'
C36	54.45'	400.00'	007°47'58"	S58°47'17"W	54.41'
C37	61.40'	400.00'	008°47'42"	S67°05'07"W	61.34'
C38	45.63'	400.00'	006°32'12"	S74°45'04"W	45.61'
C39	6.45'	350.00'	001°03'19"	N77°29'30"E	6.45'
C40	61.65'	350.00'	010°05'31"	N71°55'05"E	61.57'
C41	28.21'	75.00'	021°33'10"	S20°15'53"E	28.05'
C42	28.21'	75.00'	021°33'10"	S01°17'17"W	28.05'
C43	24.70'	25.00'	056°36'34"	N73°45'34"E	23.71'
C44	12.20'	50.00'	013°58'58"	N37°33'14"W	12.17'
C45	13.95'	75.00'	010°39'14"	N50°46'54"E	13.93'
C46	42.22'	75.00'	032°15'19"	N72°14'10"E	41.67'
C47	17.93'	75.00'	013°42'02"	S84°47'09"E	17.89'
C48	37.20'	50.00'	042°37'37"	N80°45'03"E	36.35'
C49	40.92'	50.00'	046°53'40"	N35°30'42"E	39.79'
C50	18.81'	25.00'	043°06'20"	S09°29'18"E	18.37'
C51	65.37'	350.00'	010°42'02"	N39°11'42"W	65.27'

FLANAGAN
SURVEYING
Fort Worth, Texas | P 817.704.0480 | flanagan-is.com | TBPELS Firm No. 10194786
Contact: Mark Peebles, R.P.L.S.

PRELIMINARY PLAT OF
CEDAR PARISH SUBDIVISION
LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS 1-18, BLOCK 4; LOTS 1-26, BLOCK 5
& LOT 42X, LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X, BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5
49.667 ACRES
SITUATED IN THE
H.C. HUDSON SURVEY
ABSTRACT NO. 342
ERATH COUNTY, TEXAS
129 LOTS

FILED BY:	BW	CHECKED BY:	MNP	JOB NO.	6079
DRAWN BY:	NCR	DATE:	08/14/25	SHEET NO.	1 OF 2

PROPERTY DESCRIPTION:

BEING A 49.667 ACRE TRACT OF LAND SITUATED IN THE H.C. HUDSON SURVEY, ABTRACT NO. 342, IN THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, AND BEING THAT SAME TRACT OF LAND DESCRIBED TO ROCK CREEK PROPERTY NO 1, LLC IN GENERAL WARRANTY DEED RECORDED IN DOCUMENT NUMBER (DOC. NO.) 2024-00046, OFFICIAL PUBLIC RECORDS, ERATH COUNTY, TEXAS (O.P.R.E.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 3/8-INCH IRON ROD FOUND FOR THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO DB & CB INVESTMENTS, LTD. IN TRACT TWO OF GENERAL WARRANTY DEED RECORDED IN DOC. NO. 2012-06686, O.P.R.E.C.T., SAID POINT BEING AN INTERIOR ELL CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO J. RALPH LEE AND WIFE, LINDA LEE IN GENERAL WARRANTY DEED RECORDED IN VOLUME (VOL.) 1264, PAGE (PG.) 145, O.P.R.E.C.T., SAID CORNER BEING THE WEST CORNER OF SAID ROCK CREEK TRACT;

THENCE NORTH 59 DEGREES 26 MINUTES 15 SECONDS EAST WITH THE SOUTHEAST LINE OF SAID J. RALPH LEE TRACT AND THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, PASSING AT A DISTANCE OF 379.38 FEET A 3/8-INCH IRON ROD FOUND FOR THE EAST CORNER OF SAID J. RALPH LEE TRACT, AND CONTINUING WITH THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, FOR A TOTAL DISTANCE OF 1812.18 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE NORTHERNMOST WEST CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO DANNY KARNES IN GENERAL WARRANTY DEED RECORDED IN VOL. 1180, PG. 62, O.P.R.E.C.T., THE SOUTH CORNER OF BLOCK 33, SOUTH SIDE ADDITION, AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, ACCORDING TO THE 1956 KINGS MAP THEREOF, RECORDED IN VOL. 381, PG. 105, DEED RECORDS, ERATH COUNTY, TEXAS (D.R.E.C.T.), AND LYING ON THE NORTHEAST RIGHT-OF-WAY LINE OF SOUTH SIXTH STREET (A 50' PUBLIC RIGHT-OF-WAY);

THENCE, SOUTH 30 DEGREES 18 MINUTES 23 SECONDS EAST, DEPARTING THE NORTHWEST LINE OF SAID DB & CB INVESTMENTS TRACT, WITH THE SOUTHWEST LINE OF SAID DANNY KARNES TRACT, A DISTANCE OF 90.03 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "RPLS 1983" FOUND FOR AN INTERIOR ELL CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE SOUTH CORNER OF SAID DANNY KARNES TRACT;

THENCE NORTH 59 DEGREES 44 MINUTES 13 SECONDS EAST, WITH THE SOUTHEAST LINE OF SAID DANNY KARNES TRACT, A DISTANCE OF 134.94 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "TEXAS SURVEYING" FOUND FOR THE EASTERNMOST NORTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO 2012 GBAT BMI PROPERTIES, LLC IN TRACT ONE OF GENERAL WARRANTY DEED RECORDED IN DOC. NO. 2024-00050, O.P.R.E.C.T.;

THENCE SOUTH 31 DEGREES 01 MINUTES 50 SECONDS EAST, WITH THE SOUTHWEST LINE OF SAID 2012 GBAT BMI PROPERTIES TRACT, A DISTANCE OF 630.05 FEET TO A 3" STEEL POST FOUND FOR THE SOUTH CORNER OF SAID 2012 GBAT BMI PROPERTIES TRACT, SAID POINT BEING THE WEST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO THE CITY OF STEPHENVILLE, TEXAS IN WARRANTY DEED RECORDED IN VOL. 1008, PG. 556, O.P.R.E.C.T.;

THENCE SOUTH 30 DEGREES 32 MINUTES 59 SECONDS EAST, WITH THE NORTHEAST LINE OF SAID ROCK CREEK TRACT, A DISTANCE OF 415.60 FEET TO A 1/2-INCH IRON ROD FOUND FOR THE EAST CORNER OF SAID ROCK CREEK TRACT, SAID POINT LYING IN THE CENTERLINE OF WEST CEDAR STREET;

THENCE SOUTH 57 DEGREES 29 MINUTES 20 SECONDS WEST, WITH THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT, ALONG THE CENTERLINE OF SAID WEST CEDAR STREET, A DISTANCE OF 631.75 FEET TO A 1/2-INCH IRON ROD WITH CAP STAMPED "TEXAS SURVEYING" FOUND LYING IN THE CENTERLINE OF SAID WEST CEDAR STREET;

THENCE SOUTH 60 DEGREES 27 MINUTES 57 SECONDS, CONTINUING WITH THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT, ALONG THE CENTERLINE OF SAID WEST CEDAR STREET, A DISTANCE OF 1100.88 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE SOUTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE EAST CORNER OF THAT SAME TRACT OF LAND DESCRIBED TO CAROLYN J. PEEK IN DOC. NO. 2016-02718, O.P.R.E.C.T.;

THENCE NORTH 31 DEGREES 03 MINUTES 54 SECONDS WEST, DEPARTING THE SOUTHEAST LINE OF SAID DB & CB INVESTMENTS TRACT AND THE CENTERLINE OF SAID WEST CEDAR ROAD, WITH THE NORTHEAST LINE OF SAID CAROLYN J. PEEK TRACT, A DISTANCE OF 259.45 FEET TO A 3/8-INCH IRON ROD FOUND FOR AN INTERIOR ELL CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE NORTH CORNER OF SAID CAROLYN J. PEEK TRACT;

THENCE SOUTH 58 DEGREES 54 MINUTES 17 SECONDS WEST, WITH THE NORTHWEST LINE OF SAID CAROLYN J. PEEK TRACT, A DISTANCE OF 208.96 FEET TO A 3/8-INCH IRON ROD FOUND FOR THE WESTERNMOST SOUTH CORNER OF SAID ROCK CREEK TRACT, SAID POINT BEING THE WEST CORNER OF SAID CAROLYN J. PEEK TRACT AND LYING ON THE NORTHEAST LINE OF SAID J. RALPH LEE TRACT;

THENCE NORTH 31 DEGREES 06 MINUTES 43 SECONDS WEST, WITH THE NORTHEAST LINE OF SAID J. RALPH LEE TRACT, A DISTANCE OF 880.63 FEET TO THE POINT OF BEGINNING AND CONTAINING 2,163,477 SQUARE FEET OR 49.667 ACRES OF LAND, MORE OR LESS.

SURVEYOR'S CERTIFICATE:

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON AND IS CORRECT, AND TO THE BEST OF MY KNOWLEDGE, THERE ARE NO VISIBLE DISCREPANCIES, CONFLICTS, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHTS OF WAY THAT I HAVE BEEN ADVISED OF EXCEPT AS SHOWN HEREON.

DATE OF PLAT OR MAP: _____

PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 8/18/2025

MARK N. PEEPLES
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6443
STATE OF TEXAS

DEVELOPER:
KEEWAYDIN DEVELOPMENTS, LLC.
CONTACT: MALCOLM KANUTE
PHONE: 630-327-7510
159 S GRAHAM ST.
STEPHENVILLE, TX 76401

SURVEYOR:
FLANAGAN LAND SURVEYING
CONTACT: MARK PEEPLES, RPLS
PHONE: 817-704-0480
306 W 7TH ST. SUITE 303
FORT WORTH, TEXAS 76102

OWNER:
ROCK CREEK PROPERTY NO. 1, LLC
6110 N FM 219
DUBLIN, TX 76446

SURVEYOR'S NOTES:

- BEARINGS AND DISTANCES ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202) NORTH AMERICAN DATUM OF 1983 (NAD 83)(US FOOT) WITH A COMBINED SCALE FACTOR OF 1.000060.
- SUBJECT PROPERTY IS SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP FOR ERATH COUNTY, TEXAS AND INCORPORATED AREAS, MAP NO. 48143C0430D, COMMUNITY-PANEL NO. 4802200430D, EFFECTIVE DATE: NOVEMBER, 16 2011. PART OF THE SUBJECT PROPERTY IS SHOWN TO BE LOCATED IN ZONE X AND PART OF THE SUBJECT PROPERTY IS SHOWN TO BE LOCATED IN ZONE A ON SAID MAP. THE LOCATION OF THE SAID FLOODZONES IS BASED ON SAID MAP, IS APPROXIMATE AND IS NOT LOCATED ON THE GROUND. RELEVANT ZONES ARE DEFINED ON SAID MAP AS FOLLOWS:

ZONE "X" - OTHER AREAS: AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOODPLAIN.

ZONE "A" - SPECIAL FLOOD HAZARD AREAS (SFHAS) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD: BASE FLOOD ELEVATIONS UNDETERMINED.
- ELEVATIONS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) (US FOOT) USING THE ALTERRA CENTRAL RTK COOPERATIVE NETWORK. OBSERVATIONS WERE MADE ON 06/01/25.
- MONUMENTS ARE FOUND UNLESS SPECIFICALLY DESIGNATED AS SET.

GENERAL NOTES:

- THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE PROVIDED WHEN A BUILDING PERMIT APPLICATION IS SUBMITTED. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE BASED ON THE CURRENT FEMA DATA. THE MINIMUM FINISHED FLOOR ELEVATIONS SHALL BE STATED AS MEAN SEA LEVEL.

STATE OF TEXAS §
COUNTY OF §
CITY OF §

BEFORE ME, NOTARY IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2024.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

COMMISSION EXPIRATION: _____

OWNER'S DEDICATION:

STATE OF TEXAS §
COUNTY OF §
CITY OF §

THAT I, ROCK CREEK PROPERTY NO. 1, LLC, BEING THE OWNER OF THE HEREINAFTER DESCRIBED PROPERTY DO HEREBY ADOPT THIS MAP AS CORRECTLY REPRESENTING OUR PLAN TO CONVEY THE HEREIN DESCRIBED PROPERTY AND DO DESIGNATE SAME AS LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS 1-18, BLOCK 4; LOTS 1-26, BLOCK 5, & LOT 42X & LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X, BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5, CEDAR PARISH SUBDIVISION, AND DO HEREBY DEDICATE TO THE PUBLIC USE FOREVER, THE EASEMENTS AND RIGHTS-OF-WAY SHOWN HEREON.

EXECUTED THIS _____ DAY OF _____, 202____.

BY: ROCK CREEK PROPERTY NO. 1, LLC

SIGNATURE

NAME AND TITLE

STATE OF TEXAS §
COUNTY OF §
CITY OF §

BEFORE ME, NOTARY IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2024.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

COMMISSION EXPIRATION: _____

COUNTY CLERK'S CERTIFICATION

CLERK'S NOTICE: ANY PROVISION HEREIN WHICH RESTRICT THE SALE, RENTAL OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE, IS INVALID AND UNENFORCEABLE UNDER FEDERAL LAW.

STATE OF TEXAS §
COUNTY OF ERATH §
KNOW ALL MEN BY THESEPRESENTS;

I, GWINDA JONES, CLERK OF THE COUNTY COURT OF ERATH COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD AND DULY RECORDED IN MY OFFICE ON THIS THE _____ DAY OF _____, 20____, AT _____ O'CLOCK, ____M., IN THE OFFICIAL PUBLIC RECORDS OF ERATH COUNTY IN DOCUMENT NO. _____, CABINET ____ SLIDE _____ TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF ERATH COUNTY, AT MY OFFICE IN ERATH, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

GWINDA JONES, CLERK COUNTY COURT OF ERATH COUNTY, TEXAS

BY: _____ DEPUTY

REVISIONS		
DATE	REASON	BY

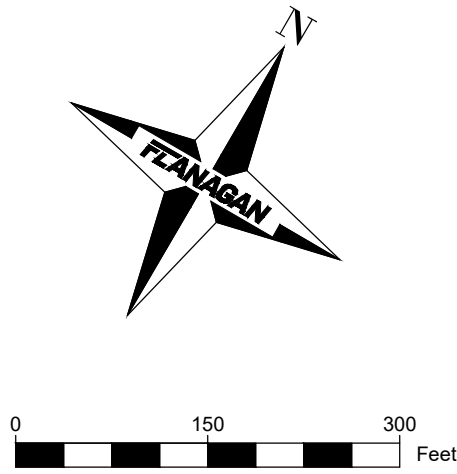
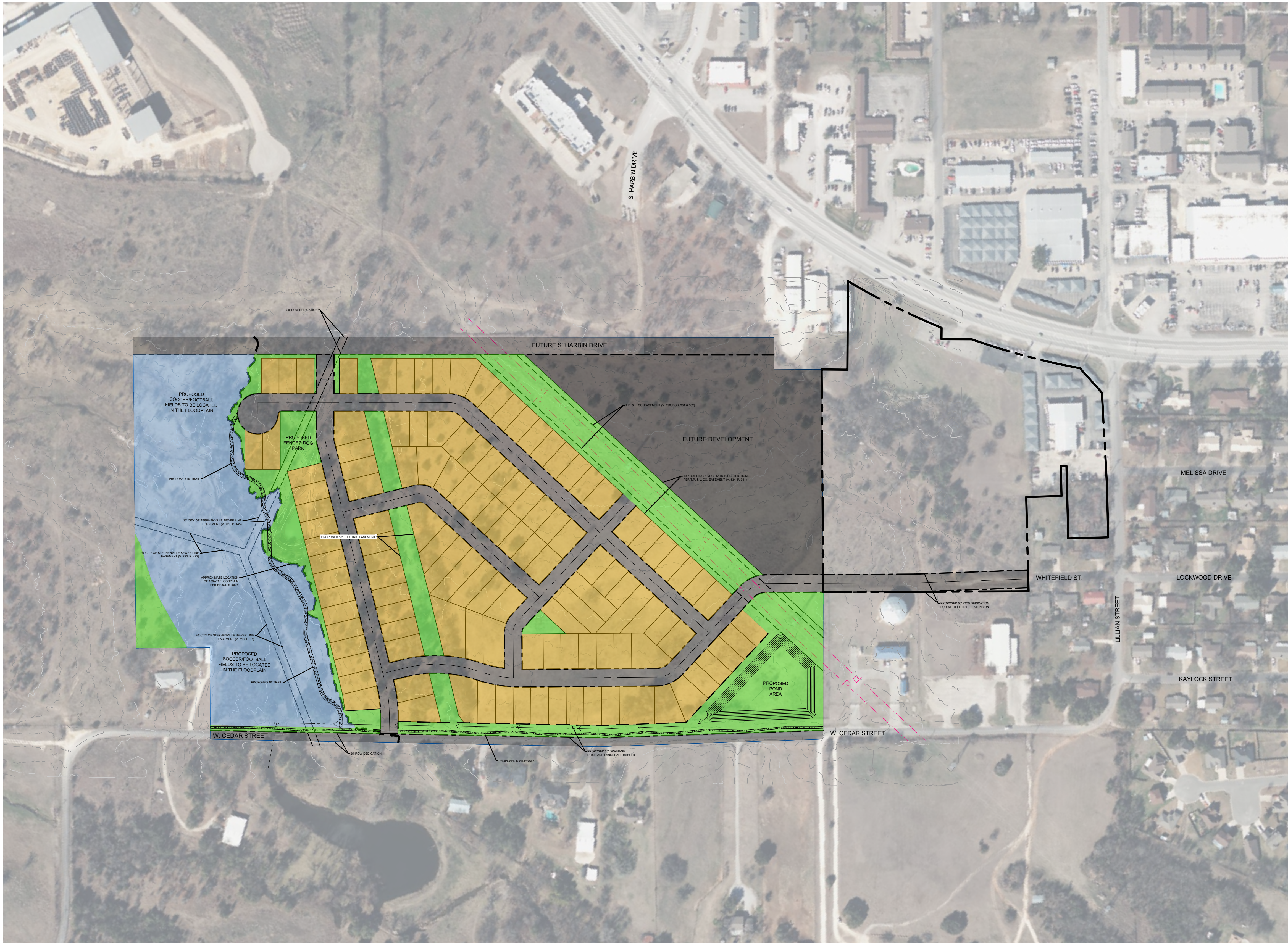


Fort Worth, Texas | P:817.704.0480 | flanagan-ls.com | TBPELS Firm No. 10194766
Contact: Mark Peeples, R.P.L.S.

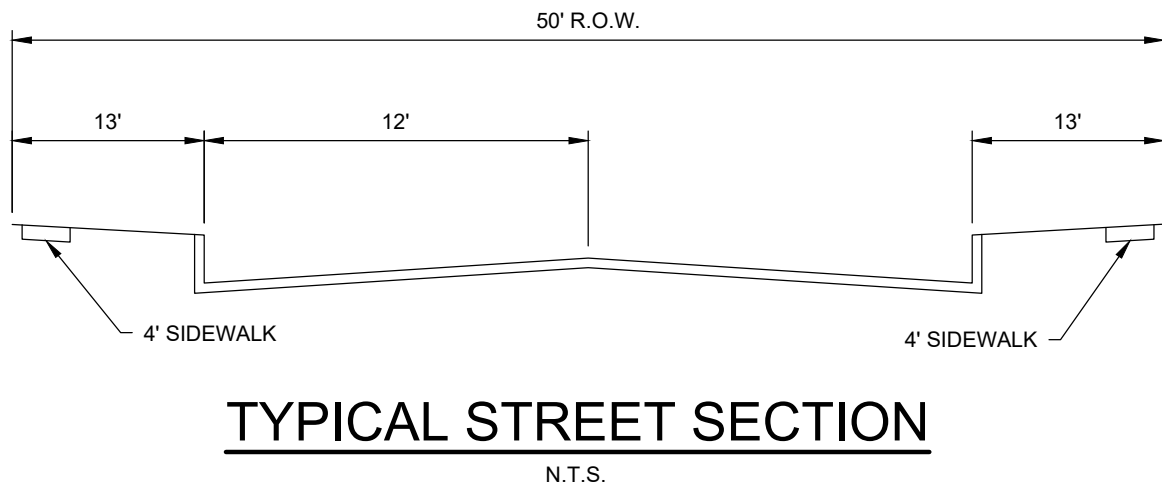
**PRELIMINARY PLAT OF
CEDAR PARISH SUBDIVISION**
LOTS 1-41, BLOCK 1; LOTS 1-20, BLOCK 2; LOTS 1-17, BLOCK 3; LOTS 1-18, BLOCK 4; LOTS 1-26, BLOCK 5
& LOT 42X & LOT 43X, BLOCK 1; LOT 21X & LOT 22X, BLOCK 2; LOT 18X, BLOCK 3; LOT 19X, BLOCK 4; LOT 27X, BLOCK 5
49.667 ACRES
SITUATED IN THE
H.C. HUDSON SURVEY
ABSTRACT NO. 342
ERATH COUNTY, TEXAS
129 LOTS

FILED BY:	BW	CHECKED BY:	MNP	JOB NO.	6079
DRAWN BY:	NCR	DATE:	08/14/25	SHEET NO.	2 OF 2

File: F:\2025-04 Kewadin Development\2025-04-09 Stephenville 49 Acres\Civil\Exhibits\2025-08-05 - Proposed Land Plan\STE.dwg || Date Plotted: 8/19/2025 7:55 AM || Plotted By: Jakub



LEGEND	USES	UNIT COUNT
	FUTURE DEVELOPMENT	7.90 AC
	SINGLE FAMILY DETACHED (50'X100' TYP)	123
	STREET RIGHT-OF-WAY	7.28 AC
	OPEN SPACE/EASEMENTS	7.84 AC
	WATER FEATURES	9.50 AC
	TOTAL	123



THE RESIDENCE
AT THE WEST LOOP
LAND PLAN

City of Stephenville, Texas
Date Prepared: August 19, 2025

Reece Flanagan, P.E.

From: Greg Bruner <GregBruner@brunerauto.com>
Sent: Wednesday, August 20, 2025 7:58 AM
To: Reece Flanagan, P.E.
Cc: Malcom S. Kanute (mkanute@keewaydindevelopments.com); Taylor Kanute; Jakub Swierczynski, P.E
Subject: RE: Stephenville 49 Acres - Whitefield Extension Memo for P&Z

External (gregbruner@brunerauto.com)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Hi Reece, I am acknowledging our conversation regarding this proposed easement on property currently owned by 2012 GBAT BMI Properties, LLC to allow extension of Whitefield Street to a proposed residential development to the west of this property.

Thanks.

Greg Bruner

STAFF REPORT



SUBJECT: Application No.: RZ 9037

Applicant William Lambert is requesting a rezone of property located at 1385 Swan, Parcel R33529, being Block 10, Lot 2&3 of the S6200 South Side Addition to the City of Stephenville, Erath County, Texas from “IND”, Industrial, to “R-3”, Multi-Family Residential.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

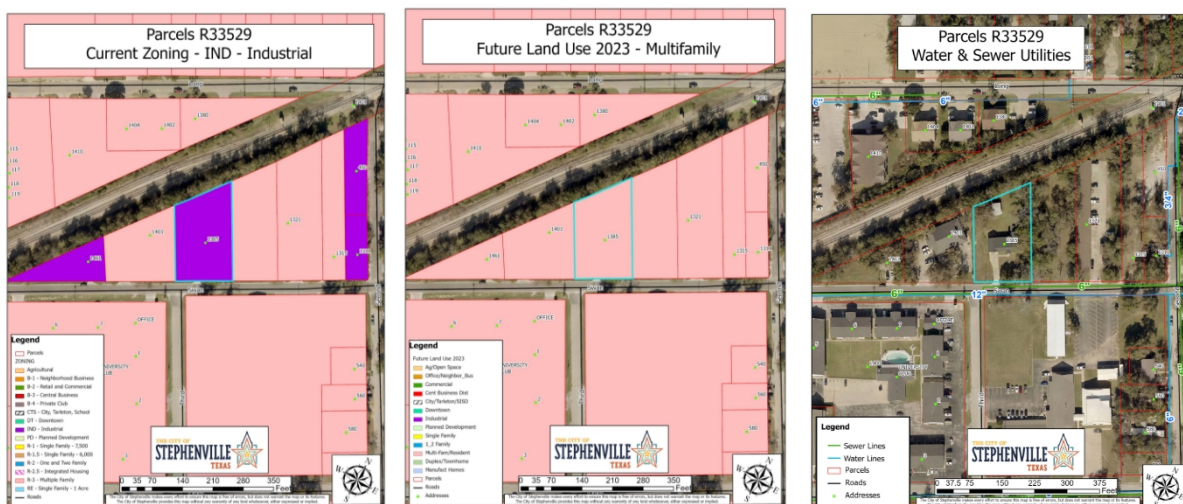
RECOMMENDATION:

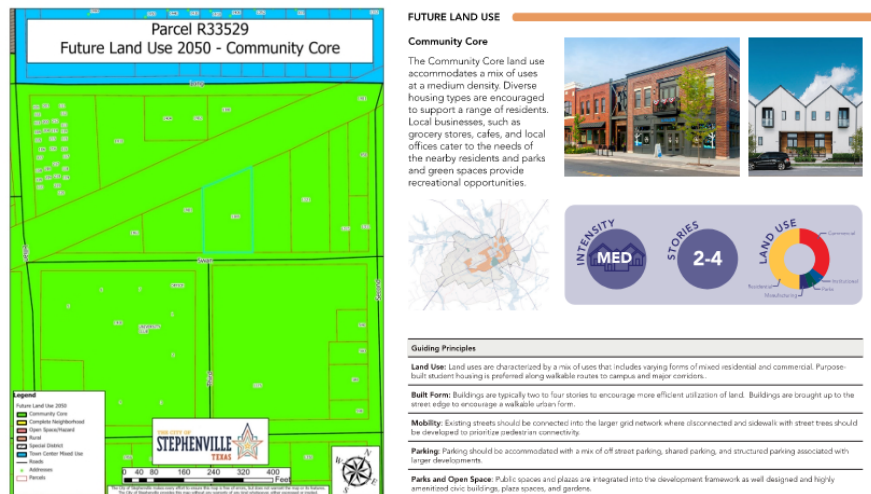
To consider the recommendation from the Planning and Zoning Commission relating to the rezone request.

BACKGROUND:

The applicant did not provide details on the intended project. The property has adequate dimensions for multifamily at 24 units per acre. This property is less than a one-half mile walk to the Tarleton State University Campus.

The Planning and Zoning Commission convened on August 20, 2025 and, by a unanimous vote of 7-0, recommended the City Council approve the rezone request.





Sec. 154.05.6. Multiple family residential district (R-3).

5.6.A Description. This residential district provides for medium to high-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, and multiple family housing buildings and complexes platted as one parcel and sole source management. All R-3 zoning will be appropriate to a city-style neighborhood. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the esthetic and functional well-being of the intended district environment.

5.6.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than four individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than four unrelated individuals;
- (2) Two-to-four family dwellings, with each family limited as in division (1) above;
- (3) Multiple family dwellings, with each family limited as in division (1) above; Student living complexes will be subject to a variance request for units designed to occupy more than four unrelated students per unit;
- (4) Assisted living center;
- (5) Convalescent, nursing or long term-care facility;
- (6) Retirement housing complex;
- (7) Accessory buildings;
- (8) Churches, temples, mosques and related facilities;
- (9) Community home;
- (10) Park or playground;
- (11) SISD school—public;
- (12) Bed and breakfast/boarding house;
- (13) Group day care home;
- (14) Registered family home;
- (15) Day care center; and
- (16) Fraternity or sorority house.

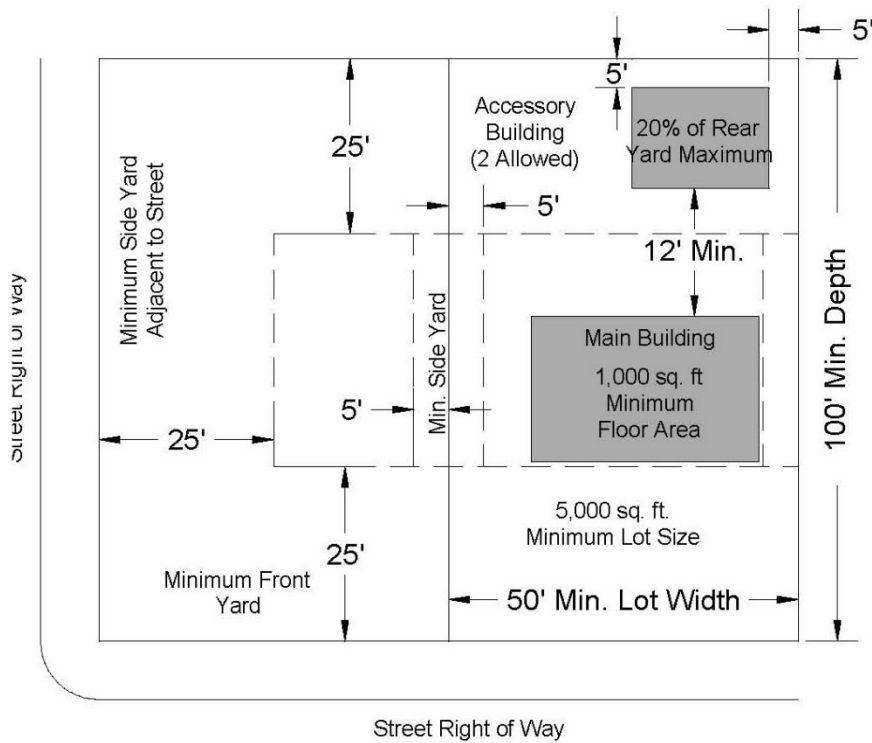
5.6.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;

- (3) Adult and/or children's day care centers;
- (4) Foster group home; and
- (5) Residence hall.

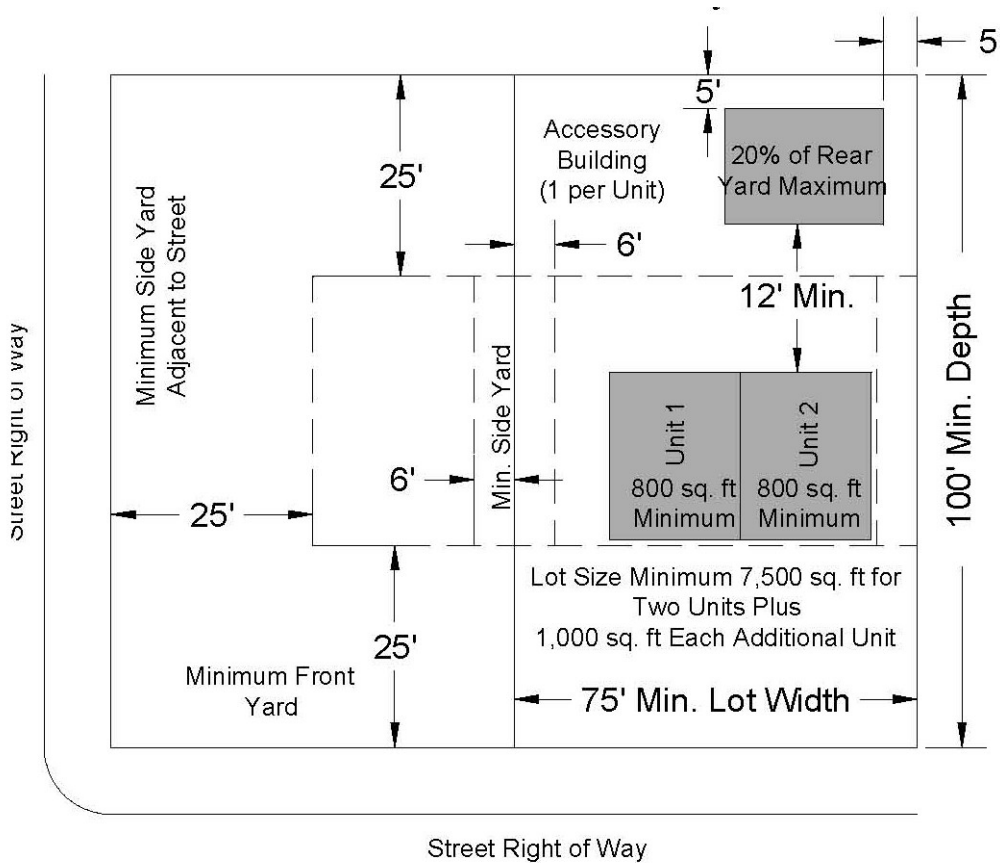
5.6.DHeight, Area, Yard and Lot Coverage Requirements.

- (A) *Single family dwelling.*
 - (1) Minimum lot area: 5,000 ft².
 - (2) Minimum lot width and lot frontage: 50 feet.
 - (3) Minimum lot depth: 100 feet.
 - (4) Minimum depth of front setback: 25 feet.
 - (5) Minimum depth of rear setback: 25 feet.
 - (6) Minimum width of side setback:
 - (a) Internal lot: five feet.
 - (b) Corner lot: 25 feet from intersecting side street.
 - (7) Building size:
 - (a) Maximum coverage as a percentage of lot area: 40%.
 - (b) Single family dwelling: 1,000 ft².
 - (8) Accessory buildings:
 - (a) Maximum accessory buildings coverage of rear yard: 20%.
 - (b) Maximum number of accessory buildings: one.
 - (c) Minimum depth of side setback: five feet.
 - (d) Minimum depth of rear setback: five feet.
 - (e) Minimum depth from the edge of the main building: 12 feet.
 - (9) Maximum height of structures: 35 feet.
 - (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



(B) *Two-to-four family.*

- (1) Minimum lot area: 7,500 ft² for two dwelling units, plus 1,000 ft² for each additional dwelling unit.
- (2) Minimum lot width and lot frontage: 75 feet.
- (3) Minimum lot depth: 100 feet.
- (4) Minimum depth of front setback: 25 feet.
- (5) Minimum depth of rear setback: 25 feet.
- (6) Minimum width of side setback:
 - (a) Internal lot: six feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (7) Building size:
 - (a) Maximum coverage as a percentage of lot area: 40%.
 - (b) Minimum area of each dwelling unit: 800 ft².
- (8) Accessory buildings:
 - (a) Maximum accessory building coverage of rear yard: 20%.
 - (b) Maximum area of each accessory building: 200 ft².
 - (c) Maximum number of accessory buildings: one per unit.
 - (d) Minimum depth of side setback: five feet.
 - (e) Minimum depth of rear setback: five feet.
 - (f) Minimum depth from the edge of the main building: 12 feet.
- (9) Maximum height of structures: 35 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



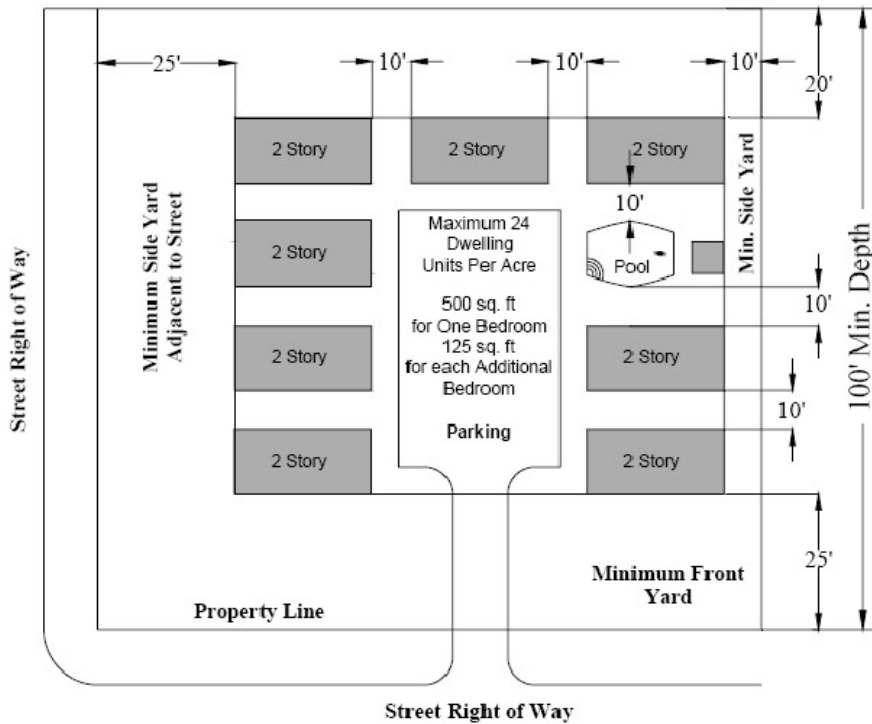
(C) *Reserved.*

(D) *Multiple family dwellings.*

- (1) Minimum lot area: maximum density of 24 dwelling units per acre, which includes parking, access and all other area improvements.
- (2) Minimum lot depth: 100 feet.
- (3) Minimum depth of front setback: 25 feet.
- (4) Minimum depth of rear setback: 20 feet.
- (5) Minimum width of side setback:
 - (a) Internal lot: ten feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (6) Building size: Minimum area of each dwelling unit: 500 ft² for one bedroom or less plus 125 ft² of floor area for each additional bedroom.
- (7) Maximum height of structures: 35 feet.
- (8) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.

5.6.D Height, Area, Yard and Lot Coverage Requirements

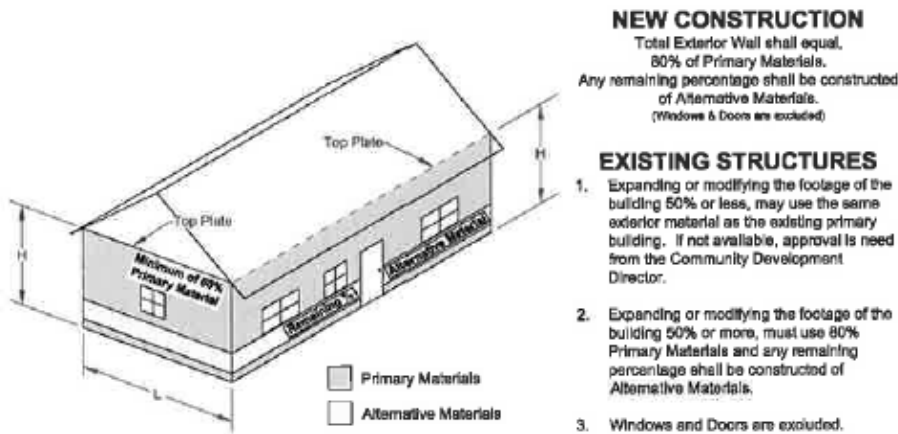
Multiple Family Dwelling



5.6.E Parking Regulations. Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11 *Parking spaces for vehicles* of this ordinance. Student housing whereby individual rooms are leased by unit must require 1.5 spaces per rented bed.

5.6.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed of at least 80% of the total exterior walls of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Any remaining exterior walls of all new dwellings shall construct the remaining exterior walls of alternative materials. See Section 10.E(2): Exterior Building Material Standard—Alternative Materials.
- (3) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (4) Existing dwellings expanding the total square footage of the building more than 50%, or proposing to use a material inconsistent with the primary structure for any expansion, must meet the 80% minimum primary materials, Section 10.E: Exterior Building Material Standard, for the total exterior walls of the structure.



(Am. Ord. 2007-24, passed 12-4-2007; Am. Ord. 2008-13, passed 7-1-2008; Ord. 2011-26, passed 12-6-2011; Am. Ord. 2021-O-29, § 1, passed 9-7-2021; Am. Ord. 2024-O-33, § 1, passed 11-5-2024)

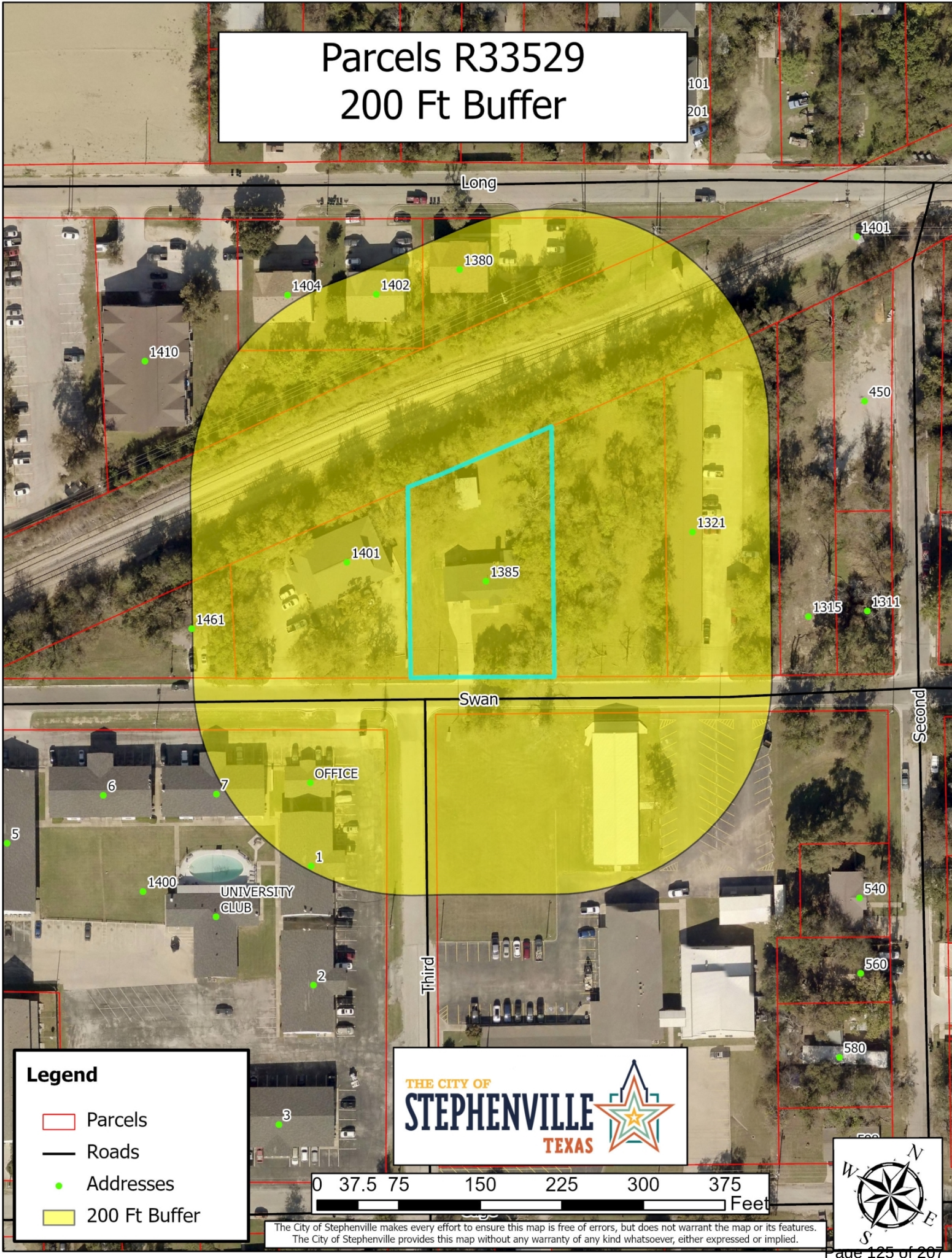
FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel – is land large enough and in property location for proposed use?
- Reasonable Use of Property – does proposed change provide reasonable use of property?
- Zoning has great discretion – deny if applicant has not proven it is in the best interest of City to approve.

ALTERNATIVES:

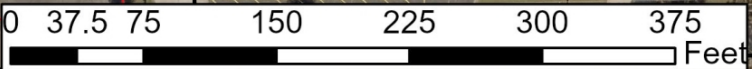
- 1) Accept the recommendation of the Planning and Zoning Commission and approve the rezone request.
- 2) Deny the rezone request.

Parcels R33529 200 Ft Buffer



Legend

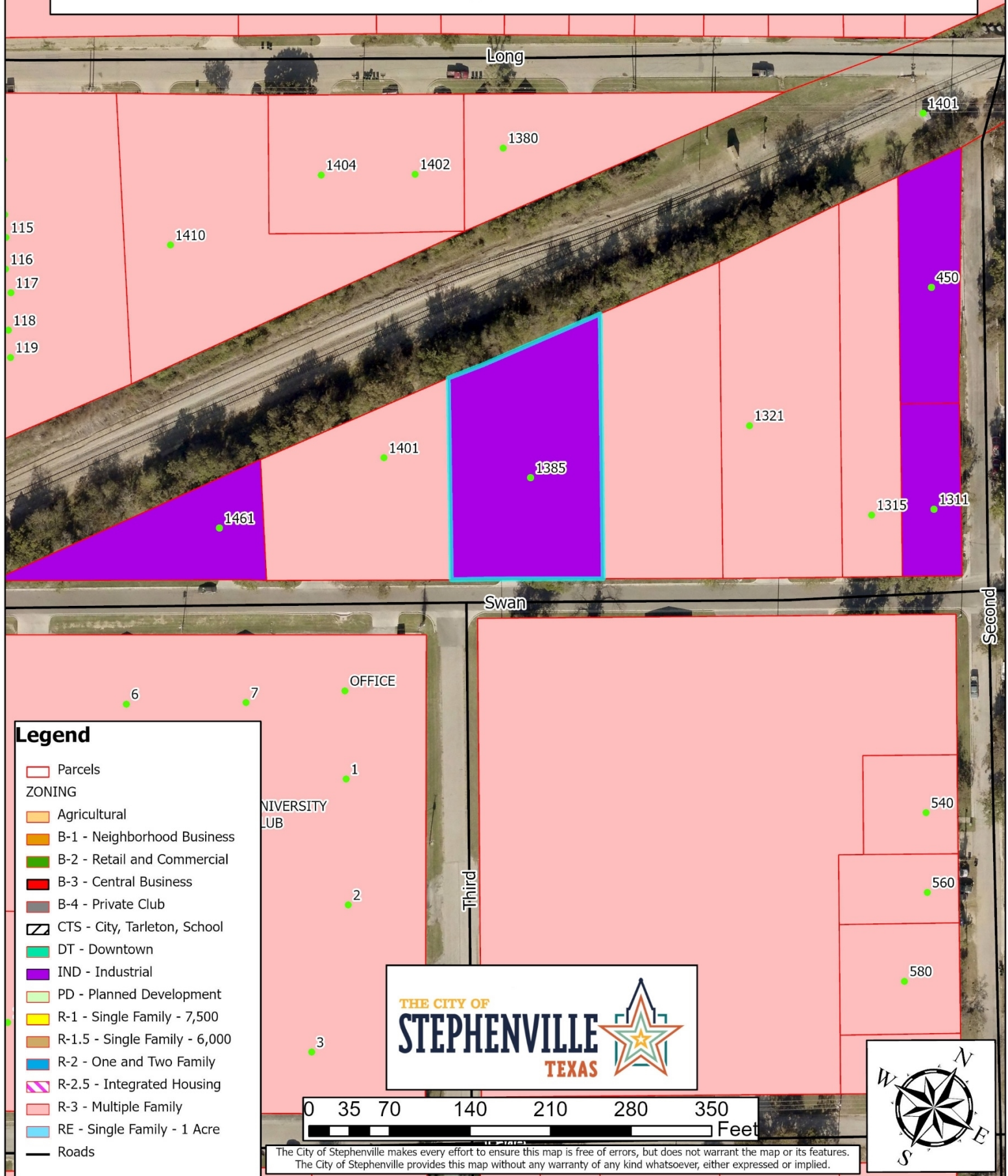
- Parcels
- Roads
- Addresses
- 200 Ft Buffer



The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcels R33529

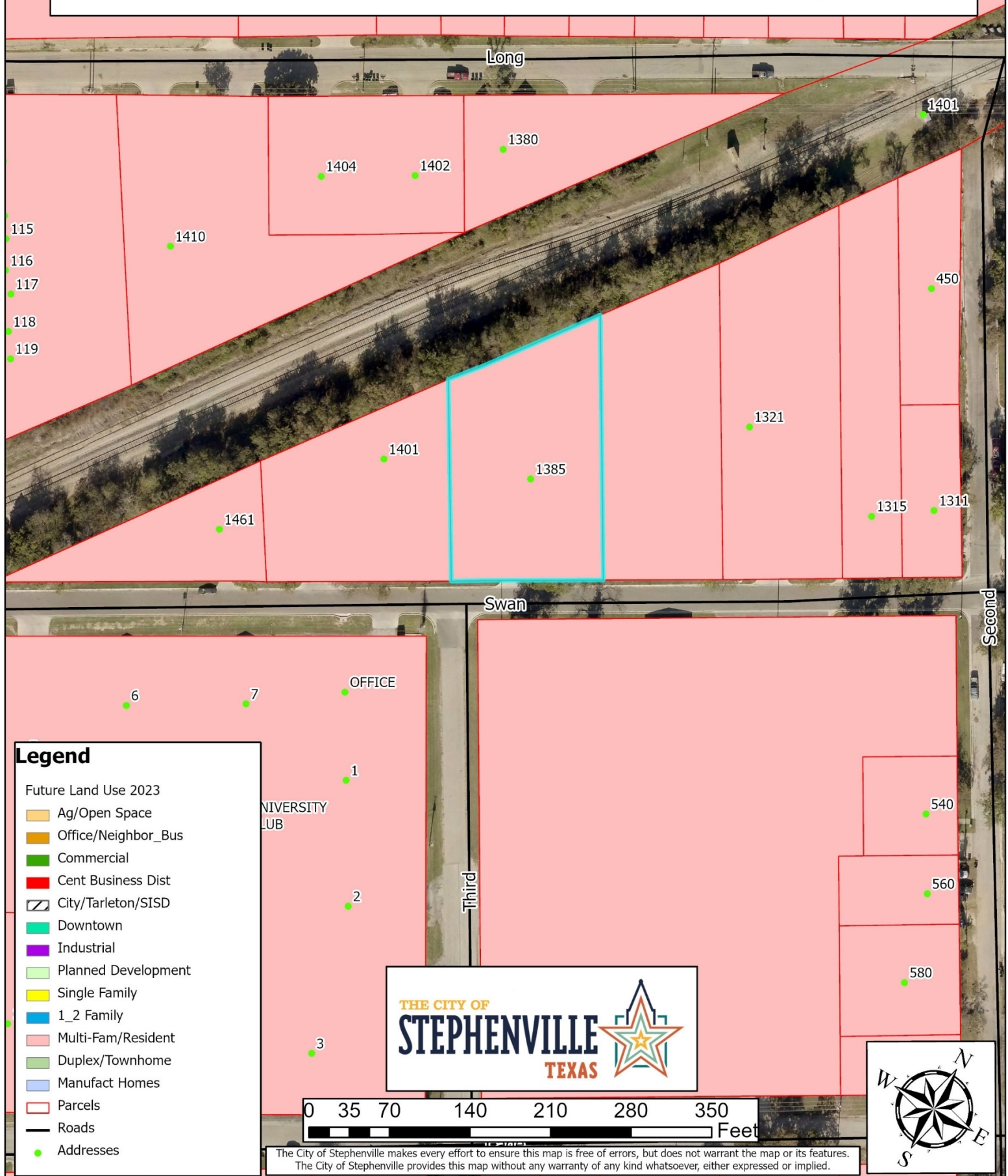
Current Zoning - IND - Industrial



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Parcels R33529

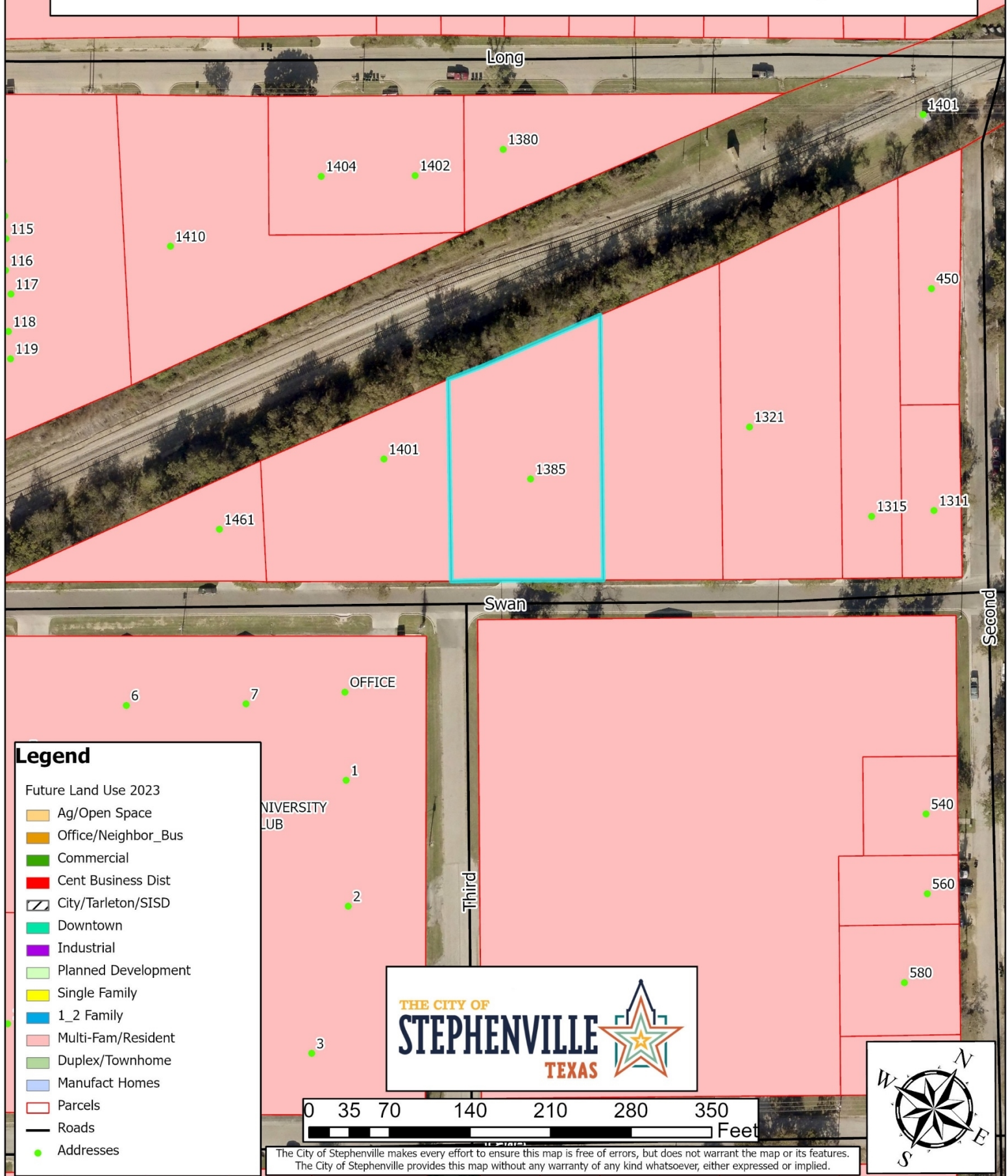
Future Land Use 2023 - Multifamily



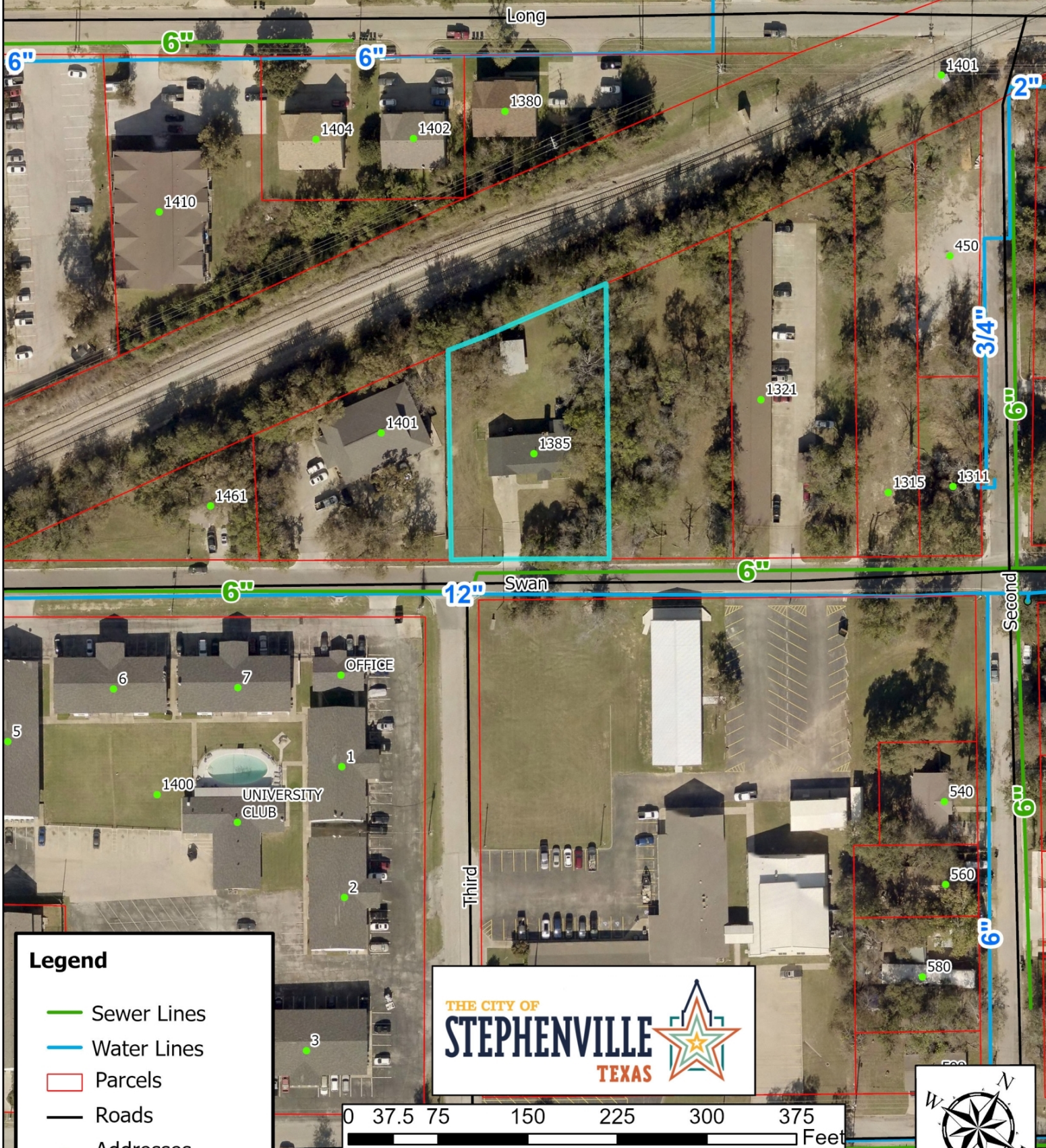
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Parcels R33529

Future Land Use 2023 - Multifamily



Parcels R33529 Water & Sewer Utilities



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Parcel R33529

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000033531	1321 W SWAN	BACHUS JAMES O FAMILY TRUST	PO BOX 552	STEPHENVILLE	TX	76401-0552
R000014966	0 N PADDOCK & VANDERBILT	FORT WORTH & WESTERN RAILROAD	6300 RIDGLEA PLACE STE 1200	FORT WORTH	TX	76116-5738
R000033573	1375 CAGE	HARVEY BAPTIST CHURCH	P O BOX 981	STEPHENVILLE	TX	76401-0000
R000033530	1365 SWAN ST	J & C BACHUS FAMILY TRUST	PO BOX 552	STEPHENVILLE	TX	76401
R000033529	1385 SWAN	LAMBERT WILLIAM N	762 PR 816	STEPHENVILLE	TX	76401-6541
R000033527	1410 W LONG	MCGEHEE CLARK JOSEPH	133 DANCING LEAF DR	MARTINSBURG	WV	25403
R000033525	1461 SWAN	THE WRINKLE FAMILY TRUST	1005 CHARLOTTE	STEPHENVILLE	TX	76401
R000033528	1380 W LONG	TRAFALGAR HOMES OF TEXAS LLC	PO BOX 65	STEPHENVILLE	TX	76401
R000073705	1404 W LONG	TRAFALGAR HOMES OF TEXAS LLC	PO BOX 65	STEPHENVILLE	TX	76401
R000033526	1401 W SWAN ST	WIMBERLEY M L & CHRISTI	6673 CR179	STEPHENVILLE	TX	76401
R000033566	1400 W SWAN	WINDMASS VILLIAGE III PORTFOLIO OWNER LLC	100 CRESCENT CT, SUITE 270	DALLAS	TX	75201

ORDINANCE NO. 2025-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED FROM INDUSTRIAL (IND) TO MULTIPLE-FAMILY RESIDENTIAL (R-3).

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, THAT:

All that lot, tract or parcel of land legally described as follows:

1385 Swan, Parcel R33529, being S6200 SOUTH SIDE ADDITION, Block 10, Lots 2 & 3 of the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Industrial (IND) to Multiple Family Residential (R-3) in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this 2nd day of September 2025.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

COMMITTEE REPORT



REPORT TYPE: Nominations Committee Report

MEETING: August 19, 2025

Present: Maddie Smith, LeAnn Durfey, Lonn Reisman, Alan Nix

Absent:

DEPARTMENT: Administration

STAFF CONTACT: Sarah Lockenour, City Secretary

CONSIDER RECOMMENDATION OF CITIZEN BOARD AND COMMISSION NOMINATIONS

DISCUSSION: The committee met on August 19, 2025, to consider recommendation of Citizen Board and Commission Nominations with the discussion led by committee chair Maddie Smith.

Board of Adjustment:

Committee discuss Gabriel Wood for Alternate 1 of Board of Adjustment.

COMMITTEE ACTION:

MOTION by Alan Nix, second by LeAnn Durfey, to recommend Gabriel Wood to Board of Adjustment Alternate 1. MOTION CARRIED Yes 3, No 0, Abstained 0.

Committee Chair will invite Gabriel Wood to the September 2 City Council meeting for interview.

BOARD OF ADJUSTMENT

PL

<u>#</u>	<u>First</u>	<u>Last</u>	<u>Original Term</u>	<u>Current Term</u>
1	J J	Conway	2022-23	2025-2026
2	Robert	Nimmo	2024-25	2024-25
3	Tina	Virgin	2024-2026	2025-2026
4	Moumin	Quazi	2012-13	2024-25
5	Mary	Beach-McGuire	2024-25	2025-2026
A1	VACANT			
A2	VACANT			
A3	VACANT			
A4	VACANT			

BOARD OF ADJUSTMENT

Purpose: The Board of Adjustment is a quasi-judicial body that can make interpretations of the meaning and intent of the City of Stephenville Zoning Ordinance. It may also grant special use permits or variance to the Zoning Ordinance. Board of Adjustment members also serve as the city's Buildings and Standards Commission

Membership: Five-member board with up to four alternate members. All members must be qualified voters of the City of Stephenville.

Term: The term of office begins January 1, with odd-numbered places beginning in odd-numbered years, and even-numbered places beginning in even-numbered years. Board members are subject to a three-term limit.

Attendance: Three consecutive absences from meetings of the board/commission shall be considered cause for removal as specified in City of Stephenville Code of Ordinance. In addition, four absences in any twelve-month period shall be considered cause for removal as specified in City of Stephenville Code of Ordinance.

Meetings: The Board of Adjustment meets on the second Thursday of the month at 4:00 p.m., as needed to hear cases.

Quorum: Three members constitute a quorum, however, decisions made by the Board of Adjustment require a 75% vote (4 members) to pass. Therefore, action cannot be taken with fewer than four members.

Print

Application for Citizen Boards & Commissions - Submission #388

Date Submitted: 8/6/2025

First Name*

Gabriel

Last Name*

Wood

Home Address*

[REDACTED]

City*

Stephenville

State*

Texas

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

Texas

Zip Code

76401

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]@gmail.com

Employment Status*

- ☒ Employed Full-Time
- ☐ Employed Part-Time
- ☐ Not Employed
- ☐ Retired
- ☐ Self Employed
- ☐ Student

Employer*

Texas Workforce Commission

Please indicate what board you are applying for. (First Choice)*

Board of Adjustment

Please indicate what board you are applying for. (Second Choice)

-- Select One --

Please indicate what board you are applying for. (Third Choice)

-- Select One --

Are you currently serving on a board or commission?*

- ☐ Yes - Seeking Reappointment
- ☒ No - New Applicant
- ☐ No - Not currently serving, have served in the past

Have you ever attended a Board or Council meeting?*

- ☒ Yes
- ☐ No

Availability*

Appointment to a Board, Commission, or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for daytime and/or evening meetings?

- ☐ Daytime (8 am to 5 pm)
- ☒ Evening (After 5 pm)

Are you registered to vote in Stephenville?*

This is required for some boards/commissions and will be verified prior to appointment.

- ☒ Yes
- ☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

Do you or a family member own a business within the community?*

- ☒ Yes
☐ No

Please indicate which category of the local economy that you represent.*

General Public - Defined as those persons having no economic interest othe ▼

Reason for Applying*

The growth of the community is important. My interest in the community's development would be to help ensure fair, balanced decision-making.

Educational Background*

I hold an MS in Applied Mathematics from Texas State University, and a BS in Engineering physics from Tarleton State.

Occupational Background*

I've worked in software development for State financial systems for the past 10 years, previous career in Aircraft Maintenance

Relevant Experience*

My career requires analysis of complex systems, interpreting regulations, and designing systems to ensure compliance and maximize business efficiency. I am proficient in handling data and making evidence-based decisions, which can aid in assessing the economic and practical implications of board decisions. My technical background could bring a unique perspective to the board, enhancing discussions on modernizing processes or integrating technology into local planning. I believe I would be a valuable asset in shaping balanced, forward-thinking community development.

Community Involvement*

I'm not nearly as involved in the community as I would like to be, I'm here to change that.

Submit Application*

Gabriel Wood

By submitting this application, I certify that the information I have provided is true and correct to the best of my knowledge. I understand that information may be subject to disclosure under the Texas Public Information Act.

Date

8/6/2025

Public Works Committee

COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 19 AUG 2025

Present: P8 Alan Nix, Chair; P4 Dean Parr; P6 David Baskett

Absent: P2 Gerald Cook

DEPARTMENT: Public Works

STAFF CONTACT: Nick Williams

Agenda Item 1: Review Proposed Amendment to Waste Connections Agreement

- Discussion:** Mr. Nix, presented a proposed amendment to the existing Waste Connections Agreement for the collection, hauling, and disposal of municipal solid waste and construction and demolition waste.
- The amendment would provide for an Overfill Charge to be assessed when waste collection containers are used beyond their intended capacity in a manner that interferes with typical collection operations. It was noted the Overfill Charge would mirror the Extra Pickup Charge already in place and that all existing rates are proposed to remain unchanged.
- It was also noted that charges would be supported with photographic documentation and that first-time violations may receive a warning. It was further noted that the City will maintain the final authority regarding the application of charges.
- Mr. King, City Manager, stated the Code Enforcement division of Development Services would assist in addressing and solving the problem of overfilled containers by directly working with customers.
- Committee Action:** Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Parr, to forward a positive recommendation to the full council to approve the proposed amendment to the Waste Connections Agreement as presented.
- Recommendation:** The committee voted unanimously to forward a positive recommendation to the full council to approve the proposed amendment as presented.

Public Works Department

STAFF REPORT



SUBJECT: Solid Waste Franchise Agreement – Amendment No. 10
MEETING: Public Works Committee Meeting – 19 AUG 2025
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends review of the proposed amendment for the collection, hauling, and disposal of municipal solid waste and construction and demolition waste in accordance with provisions of the existing exclusive franchise agreement.

BACKGROUND:

The City of Stephenville entered into an exclusive franchise agreement with IESI, TX Corporation in January of 2005. The agreement is currently operated by Waste Connections Lonestar, Inc.

The exclusive franchise agreement was last updated and approved in August of 2023 where the agreement term was extended to December 31, 2028.

Waste Connections approached the city indicating service operations and efficiency times were being impacted by the additional work needed to service overfilled containers.

PROPOSAL:

Attached is a proposed draft Amendment Number Ten to the existing agreement. The proposed modification is limited to adding an “Overfill Charges” category to the Commercial, Industrial, and Multi-Family Residential Unit Services section.

The term “Overfill Charges” refers to the fees assessed when waste collection containers are used beyond their intended capacity in a manner that interferes with typical collection operations. Overfill conditions include, but are not limited to:

- Trash exceeding the container’s rim or preventing the lid from being able to close;
- Bags, boxes, or other waste materials (e.g., mattresses, furniture, etc.) placed outside, on top of, or around the container;
- Items protruding from the container preventing the truck’s automated arms from lifting or emptying the bin safely and efficiently or;
- Situations requiring the collection driver to exit the vehicle to manually adjust or remove debris before pickup.

Overfill Charges may be imposed when any of the above or similar conditions are met. First-time violations may receive a warning. The application of Overfill Charges will be supported with photographic documentation. In the event the application of Overfill Charges is challenged, City will maintain the final authority regarding the application of charges.

If recommended by committee, the amendment would be presented for council consideration at the next Regular Business Meeting to become effective on September 2, 2025.

FISCAL IMPACT SUMMARY:

The proposed amendment maintains all existing rates in the current agreement and adds the “Overfill Charges” category. The proposed cost for Overfill Charges matches the existing costs in the “Extra Pickups” category. An excerpt from the proposed amendment is shown below with the Overfill Charges included.

COMMERCIAL MONTHLY RATE SCHEDULE

Collections Per Week

Size / Pickup	1 x Week	2x Week	3x Week	4x Week	5x Week	6 x Week	Extra Pickups	Overfill Charges
2 Cubic Yard	\$92.29	\$155.11	\$217.93	\$224.48	\$ -	\$ -	\$58.22	\$58.22
3 Cubic Yard	\$126.06	\$169.00	\$257.71	\$338.71	\$419.66	\$ -	\$68.97	\$68.97
4 Cubic Yard	\$138.29	\$198.75	\$349.72	\$471.21	\$592.70	\$714.17	\$78.52	\$78.52
6 Cubic Yard	\$163.88	\$247.86	\$432.55	\$579.81	\$727.08	\$876.47	\$97.64	\$97.64
8 Cubic Yard	\$185.22	\$339.14	\$503.78	\$672.71	\$846.77	\$1,018.28	\$116.50	\$116.50

ATTACHMENTS:

[2025_08-19 Amendment No. 10 – DRAFT](#)

**TENTH AMENDMENT TO THE EXCLUSIVE FRANCHISE AGREEMENT
FOR THE COLLECTIONS, HAULING AND DISPOSAL OF MUNICIPAL SOLID WASTE AND
CONSTRUCTION AND DEMOLITION WASTE
IN THE CITY OF STEPHENVILLE, TEXAS**

This Tenth Amendment to the Exclusive Franchise Agreement for the Collections, Hauling and Disposal of Municipal Solid Waste and Construction and Demolition Waste in the City of Stephenville, Texas (the "Amendment") is entered into this 2nd day of September, 2025, by and between Progressive Waste Solutions of TX, Inc. d/b/a WC of Texas (the "Service Provider") and the City of Stephenville, Texas (the "City"). Service Provider and the City are each individually referred to herein as a "Party" and collectively as the "Parties". Any capitalized terms not otherwise defined herein shall be given the meaning ascribed to them within the Agreement (as defined below).

RECITALS:

WHEREAS, the City and the Service Provider entered into an Exclusive Franchise Agreement dated January 1, 2014 followed by a First Amendment dated January 6, 2015, a Second Amendment dated September 4, 2018 extending the term to December 31, 2023, a Third Amendment dated December 3, 2019, a Fourth Amendment adjusting the rates, dated December 1, 2020, a Fifth Amendment adjusting rates, dated March 1, 2022, a Sixth Amendment updating the Fuel Surcharge Table, dated September 6, 2022, a Seventh Amendment adjusting the rates, dated March 7, 2023, an Eighth Amendment setting the term to December 31, 2028, and a Ninth Amendment adjusting rates (as amended, the "Agreement") to provide collection, hauling, and disposal services for Municipal Solid Waste and Construction and Demolition Waste within the City (as such terms are defined in the Agreement); and

WHEREAS, the City and the Service Provider mutually desire to amend the Agreement as further described herein.

AGREEMENT:

NOW, THEREFORE, and in consideration of the premises and such other lawful consideration, the receipt and sufficiency of which each of the parties hereto acknowledge, the parties agree as follows:

1. Rates and Fees. Section 9 of the Agreement is hereby modified with the updated Commercial Monthly Rate Schedule herein enclosed. All other portions of Section 9 remain unchanged.

Subject to adjustment, as provided in Section 10 hereof, the rates and fees to be charged and received by the Service Provider are as follows for the commercial, Industrial and Multi-Family Residential Unit Services. All existing rates are to remain unchanged. This amendment adds an Overfill Charge to be assessed when containers are overfilled to a condition which interferes with normal collection operations. Overfill conditions are often recognized by bags, boxes, mattresses and/or furniture stacked around or protruding from the container.

- A. Commercial, Industrial and Multi-Family Residential Unit Services. For the as needed/requested Services provided to Commercial, Industrial, and Multi-Family Residential Units under Section 5 hereof, the Service Provider shall charge per month for each container utilizing the following rates:

COMMERCIAL MONTHLY RATE SCHEDULE

Collections Per Week

Size / Pickup	1 x Week	2x Week	3x Week	4x Week	5x Week	6 x Week	Extra Pickups	Overfill Charges
2 Cubic Yard	\$92.29	\$155.11	\$217.93	\$224.48	\$ -	\$ -	\$58.22	\$58.22
3 Cubic Yard	\$126.06	\$169.00	\$257.71	\$338.71	\$419.66	\$ -	\$68.97	\$68.97
4 Cubic Yard	\$138.29	\$198.75	\$349.72	\$471.21	\$592.70	\$714.17	\$78.52	\$78.52
6 Cubic Yard	\$163.88	\$247.86	\$432.55	\$579.81	\$727.08	\$876.47	\$97.64	\$97.64
8 Cubic Yard	\$185.22	\$339.14	\$503.78	\$672.71	\$846.77	\$1,018.28	\$116.50	\$116.50

B. The term "Overfill Charges" refers to the fees assessed when waste collection containers are used beyond the intended capacity in a manner that interferes with normal collection operations. Overfill conditions include, but are not limited to:

- Trash exceeding the container's rim or preventing the lid from being able to close;
- Bags, boxes, or other waste materials (e.g., mattresses, furniture, etc.) placed outside, on top of, or around the container;
- Items protruding from the container preventing the truck's automated arms from lifting or emptying the bin safely and efficiently or;
- Situations requiring the collection driver to exit the vehicle to manually adjust or remove debris before pickup.

Overfill Charges may be imposed when any of the above or similar conditions are met. First-time violations may receive a warning. Overfill Charges will be supported with photographic documentation. In the event the application of Overfill Charges is challenged, City will maintain the final authority regarding the application of charges.

2. Reaffirmation. The parties hereby restate and reaffirm their agreement with all the terms and provisions of the Agreement, as amended hereby.
3. Entire Agreement. The Agreement and this Amendment represent the entire agreement among the parties with respect to the matters that are the subject hereof.
4. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which collectively shall constitute one and the same instrument representing this Tenth Amendment between the parties hereto, and it shall not be necessary for the proof of this Tenth Amendment that any party produce or account for more than one such counterpart.

IN WITNESS WHEREOF, the undersigned have executed this Fourth Amendment as of the date first written above.

CITY OF STEPHENVILLE, TEXAS

WASTE CONNECTIONS LONE STAR, INC.

By: _____
David Baskett

By: _____
Adam Sharp

Title: _____
Mayor Pro Tempore

Title: _____
District Manager

ATTEST:

By: _____
Sarah Lockenour

Title: _____
City Secretary

STAFF REPORT



SUBJECT: Monthly Budget Report for the Period Ending July 31, 2025

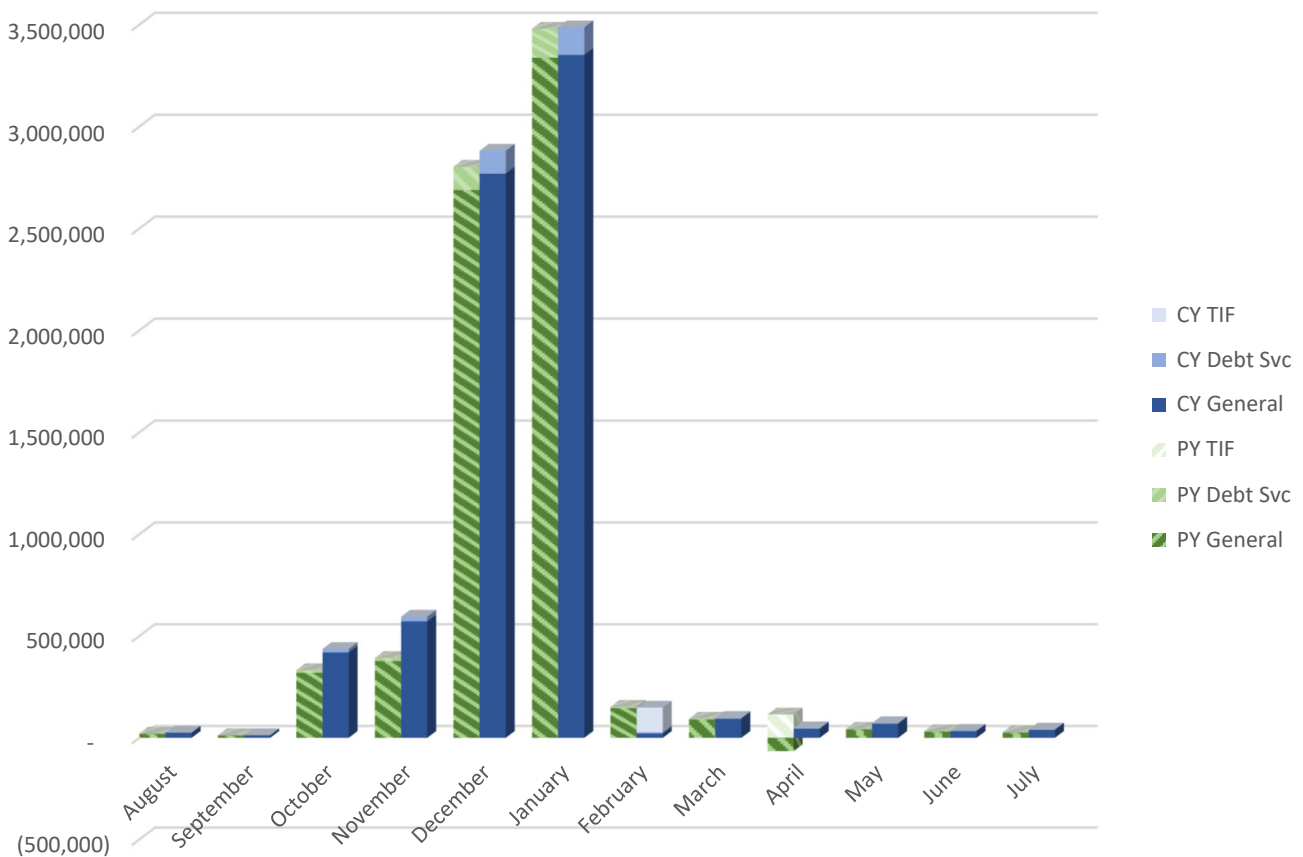
DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

BACKGROUND:

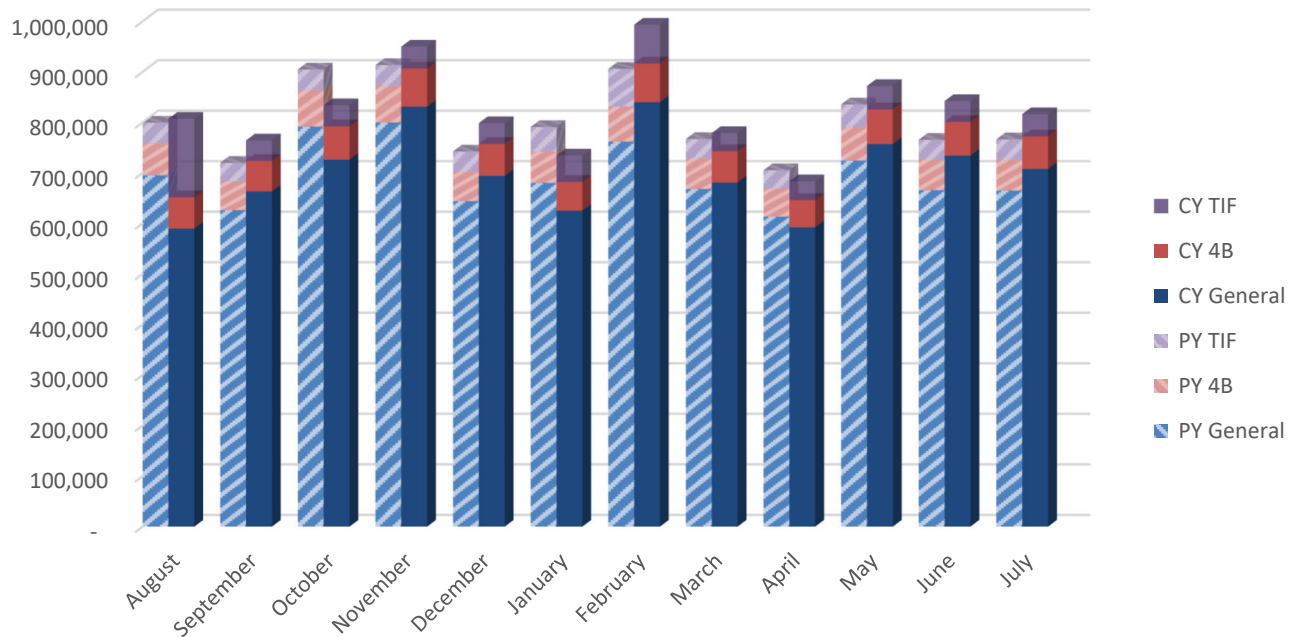
In reviewing the financial statements ending July 31, 2025, the financial indicators are overall as or better than anticipated.

Property Tax Collections
2 year 12 month rolling comparison

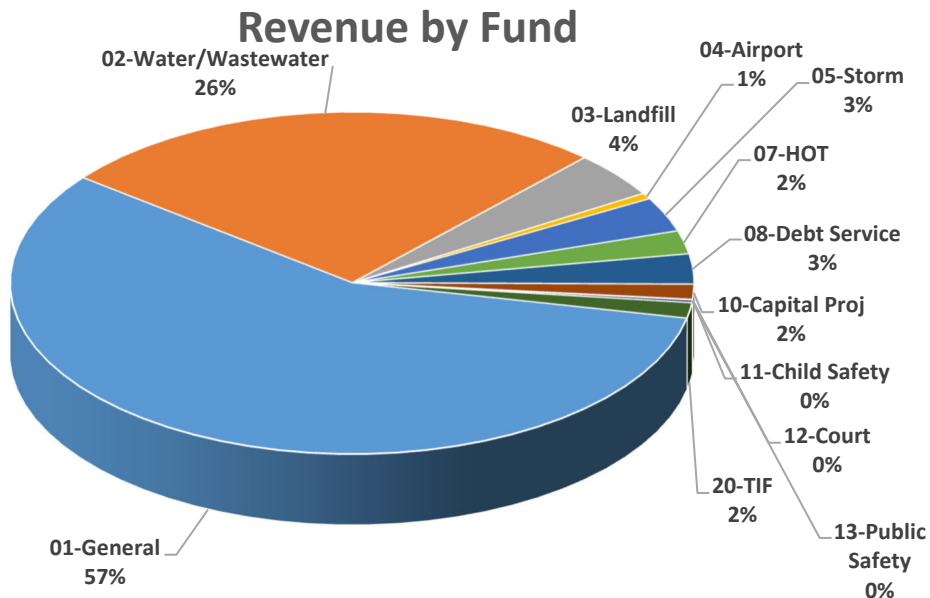


We received \$40K in property taxes in the month of July, resulting in a \$431K increase over the funds collected last fiscal year to date. The amount collected is over 100% of the \$7.8 million budget, which is \$99K more than anticipated.

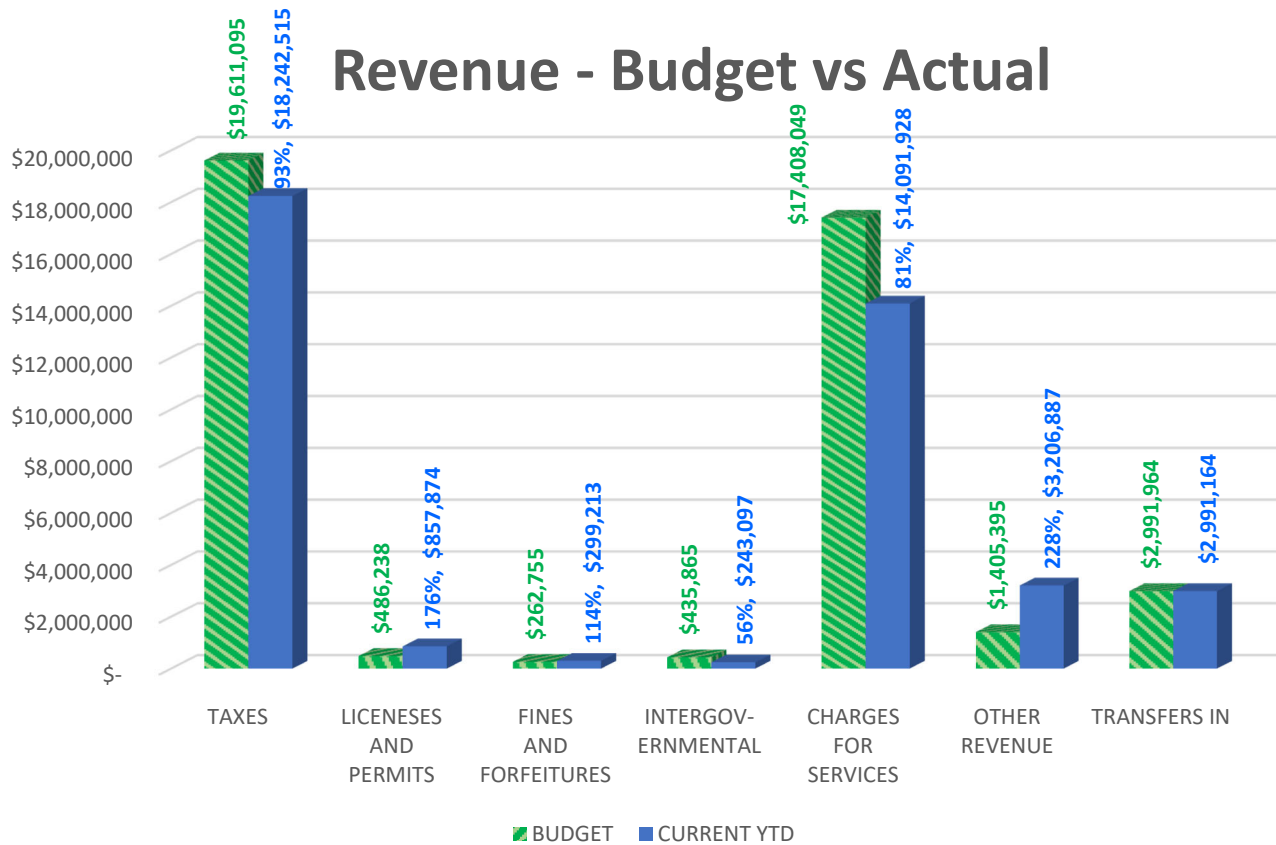
Sales and Use Tax 2 year 12 month rolling comparison



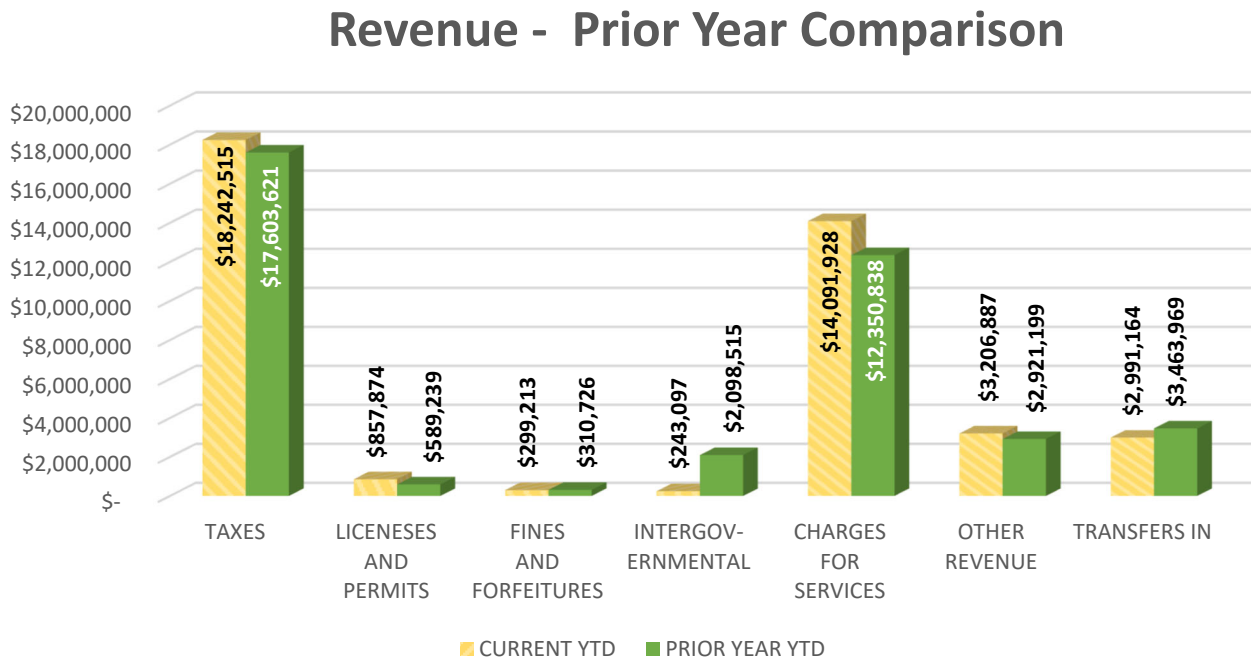
We received \$816K in sales tax in July, resulting in \$205K or 2.5% more than the funds collected last fiscal year to date. The amount collected is 88% of the \$9.4 million budget, which is \$463K higher than anticipated.



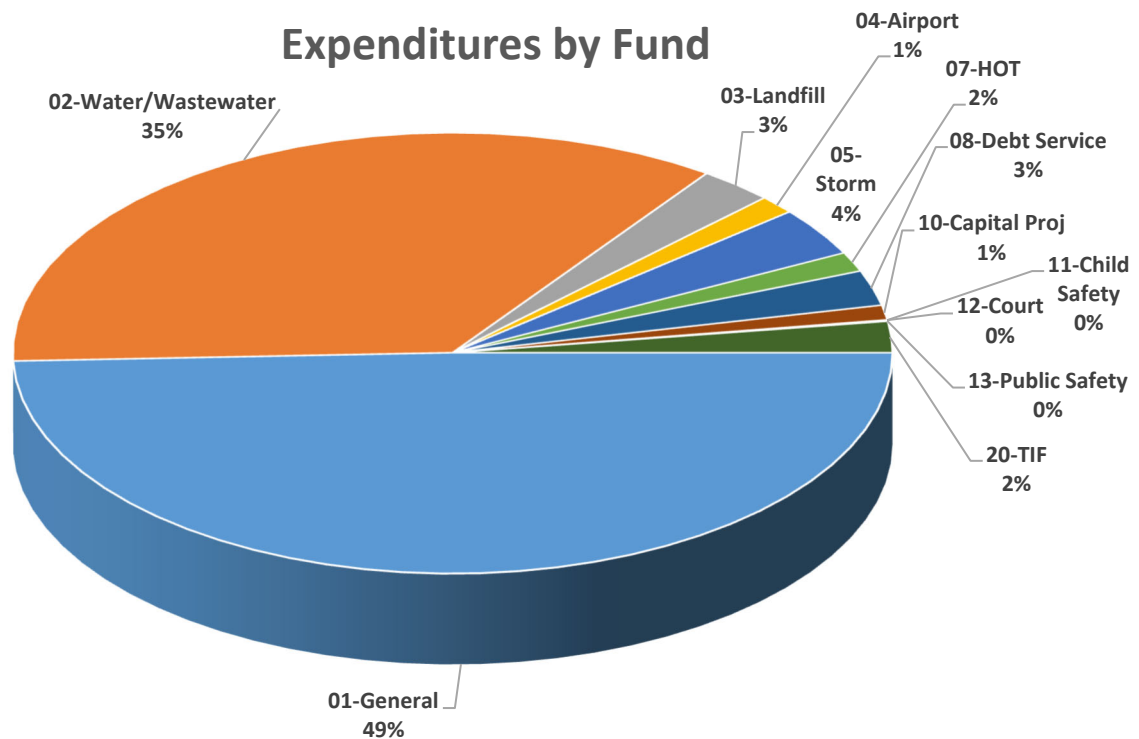
Of the \$40 million revenue received to date, 57% was received in the General Fund, 26% was received in the Water/Wastewater Fund, 4% was received in the Landfill Fund, 3% was received in the Debt Service Fund, 3% was received in the Storm Water Drainage Fund, 2% was received in the TIF Fund, 2% was received in the Capital Projects Fund, and 2% in the HOT Fund.



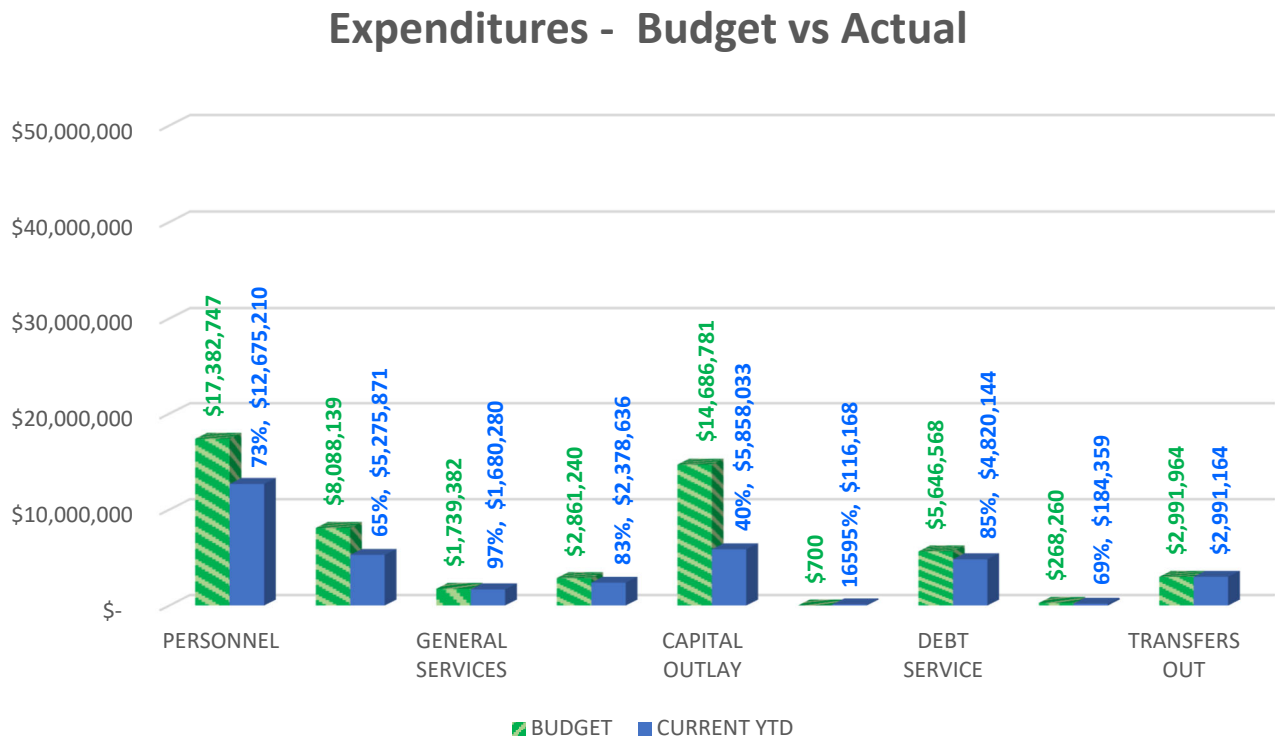
We received 94% of the total budgeted revenue through July, which is \$4.3 million more than anticipated due to taxes, licenses and permits, charges for services, interest income and other revenue.



We received \$594K more revenue through July than last fiscal year to date due to taxes, licenses and permits, charges for services, and other revenue.

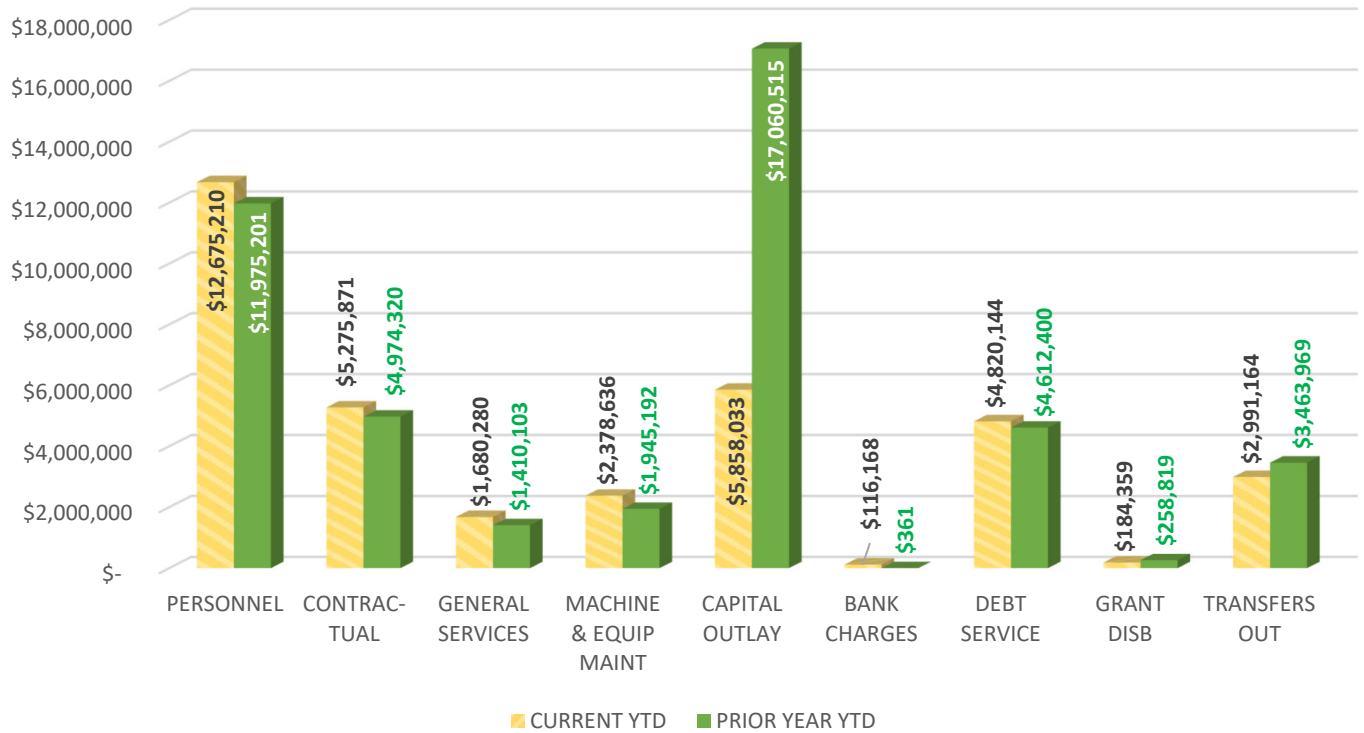


Of the \$36 million spent to date, 49% was expended in the General Fund, 35% was expended in the Water/Wastewater Fund, 4% was expended in the Storm Water Drainage Fund, 3% was expended in the Debt Service Fund, and 3% was expended in the Landfill Fund.



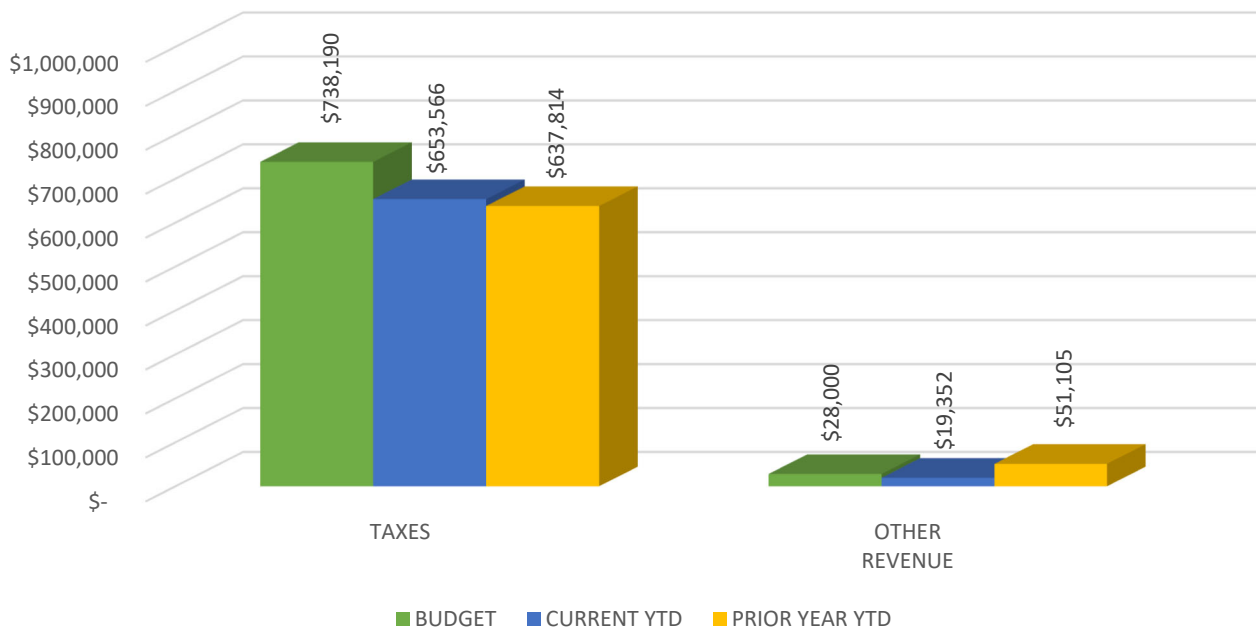
We have expended 67% of the total budgeted expenditures through July, which is \$8.6 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures - Prior Year Comparison



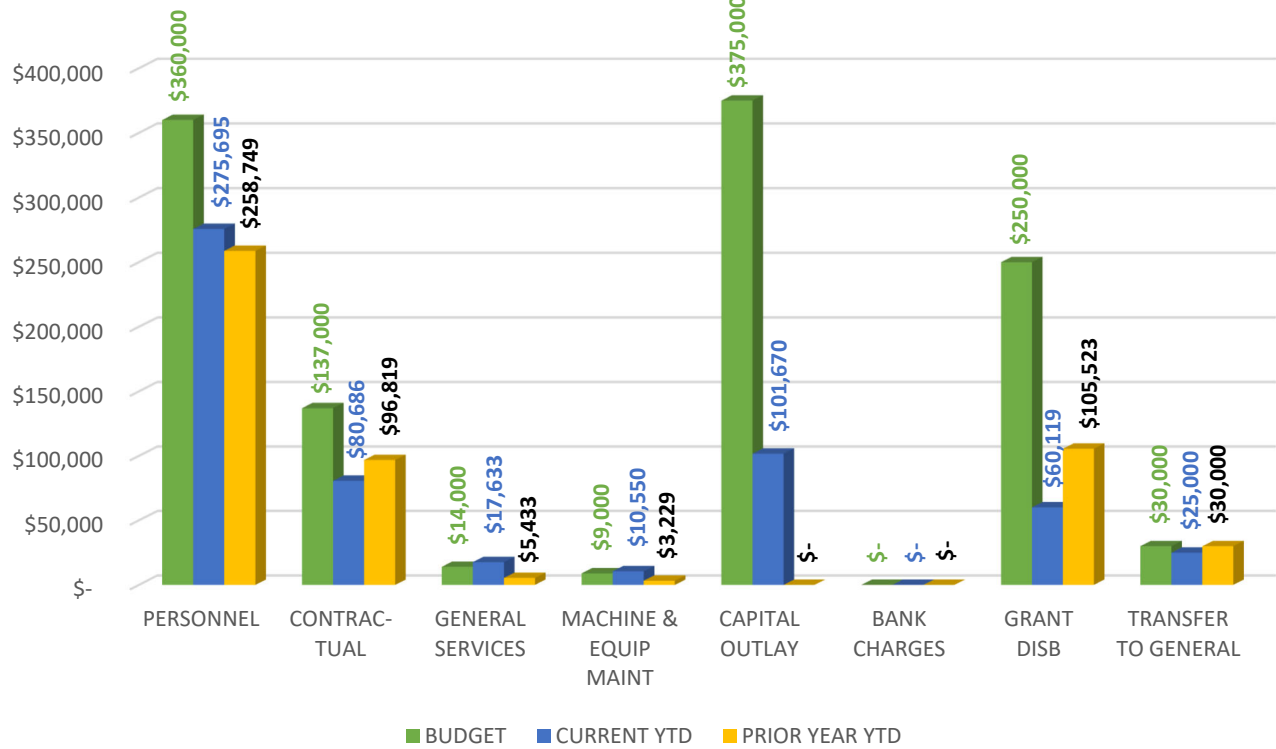
We spent \$9.7 million less on expenditures through July than last fiscal year to date due to capital outlay.

SEDA Revenue Comparison



SEDA has received an overall 88% of budgeted revenue through July, which is \$16K less than last fiscal year to date due to interest income and \$33K more than anticipated due to taxes.

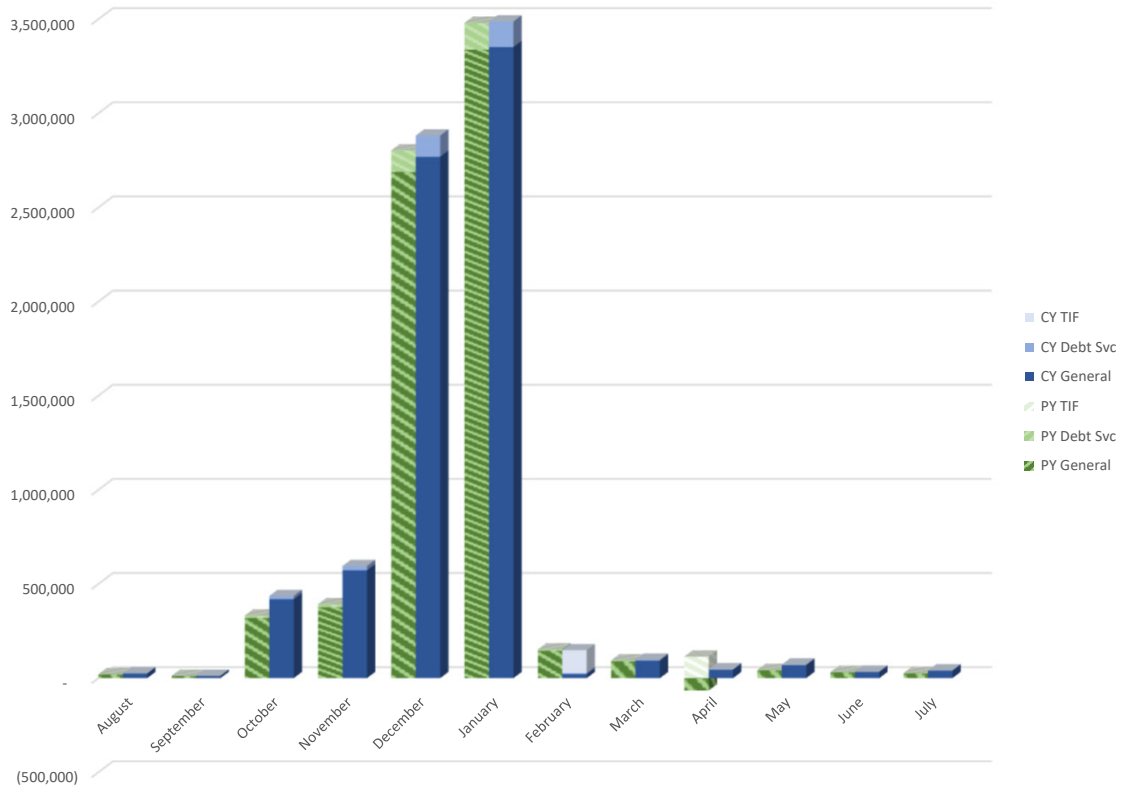
SEDA Expenditure Comparison



SEDA has spent an overall 49% of budgeted expenditures through July, which is \$71K more than last fiscal year to date due to personnel and capital outlay and \$392K less than anticipated due to contractual, capital outlay, and grant disbursements.



Property Tax Collections
2 year 12 month rolling comparison



Month	General Fund	Debt Svc	TIF	Total
Aug-23	20,172	782	-	20,954
Sep-23	12,245	475	-	12,720
Oct-23	319,330	13,573	-	332,903
Nov-23	376,834	16,009	-	392,843
Dec-23	2,689,123	114,387	-	2,803,510
Jan-24	3,338,531	142,029	-	3,480,560
Feb-24	146,100	6,211	-	152,311
Mar-24	90,280	3,823	-	94,103
Apr-24	(64,868)	2,038	112,569	49,740
May-24	42,319	1,798	-	44,117
Jun-24	31,592	1,335	-	32,927
Jul-24	26,485	1,127	-	27,612
12 month total				<u>7,444,301</u>
Oct-Jul 2024				<u>7,410,626</u>
FY 2023-2024 Total				7,448,939

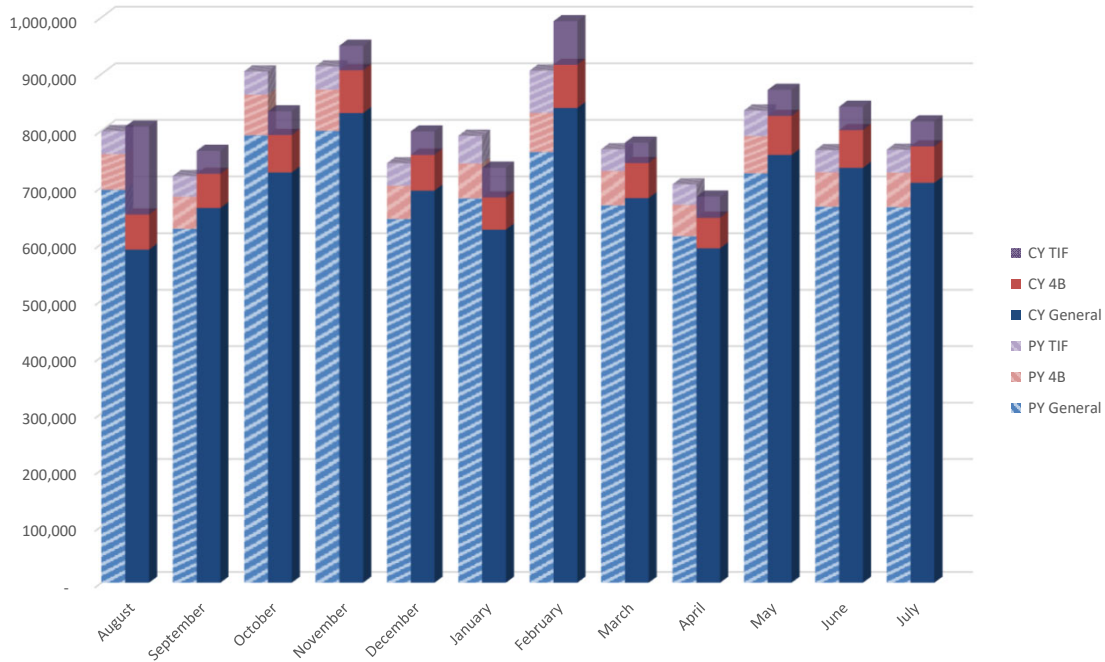
Month	General Fund	Debt Svc	TIF	Total
Aug-24	24,665	1,029	-	25,693
Sep-24	12,040	580	-	12,620
Oct-24	419,463	17,009	-	436,473
Nov-24	572,344	23,175	-	595,519
Dec-24	2,769,471	112,240	-	2,881,711
Jan-25	3,351,878	135,722	-	3,487,600
Feb-25	21,399	6,171	120,967	148,537
Mar-25	93,741	4,036	-	97,777
Apr-25	44,997	1,671	-	46,668
May-25	69,035	3,018	-	72,053
Jun-25	33,214	1,309	-	34,523
Jul-25	39,478	1,408	-	40,886
12 month total				<u>7,880,060</u>
Oct-Jul 2025				<u>7,841,747</u>
FY 2024-2025 Budget				7,782,524

Collection to date as percentage of fiscal year total 99.49%

Collection to date as percentage of fiscal year budget 100.76%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
Aug-23	695,586	63,235	40,619	799,440	Aug-24	589,750	61,970	155,514	807,234	0.97%
Sep-23	626,485	56,953	36,556	719,994	Sep-24	663,362	60,306	40,724	764,391	6.17%
Oct-23	791,837	71,985	40,998	904,820	Oct-24	726,284	66,026	41,726	834,036	-7.82%
Nov-23	799,930	72,721	40,912	913,564	Nov-24	831,028	75,548	43,386	949,962	3.98%
Dec-23	644,243	58,568	39,651	742,461	Dec-24	694,219	63,111	41,377	798,707	7.58%
Jan-24	680,348	61,850	48,784	790,982	Jan-25	625,250	56,841	52,434	734,525	-7.14%
Feb-24	762,215	69,292	74,566	906,073	Feb-25	840,039	76,367	76,939	993,345	9.63%
Mar-24	668,209	60,746	38,135	767,091	Mar-25	681,045	61,913	35,849	778,807	1.53%
Apr-24	613,466	55,770	36,003	705,239	Apr-25	592,310	53,846	37,288	683,444	-3.09%
May-24	724,651	65,877	45,017	835,545	May-25	757,090	68,826	46,109	872,024	4.37%
Jun-24	665,869	60,534	39,286	765,689	Jun-25	734,178	66,744	41,323	842,245	10.00%
Jul-24	665,181	60,471	40,825	766,477	Jul-25	707,782	64,344	44,173	816,299	6.50%
12 month total				<u>9,617,373</u>	12 month total				<u>9,875,018</u>	2.68%
Oct-Jul 2024				<u>8,097,939</u>	Oct-Jul 2025				<u>8,303,392</u>	2.54%
FY 2023-2024 Total				9,412,210	FY 2024-2025 Budget				9,413,312	
Collection to date as percentage of fiscal year total				86.04%	Collection to date as percentage of fiscal year budget				88.21%	



City of Stephenville

Budget Variance Report

As Of: 07/31/2025

Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	855,872.41	783,185.11	72,687.30	16,583,192.99	15,962,550.27	620,642.72	94	17,581,911.00	(998,718.01)	6
LICENSES AND PERMITS	32,472.80	26,687.38	5,785.42	770,811.60	380,384.59	390,427.01	167	461,238.00	309,573.60	-67
FINES AND FORFEITURES	21,117.57	27,765.17	(6,647.60)	194,283.81	231,044.61	(36,760.80)	79	245,390.00	(51,106.19)	21
INTERGOVERNMENTAL	50,300.00	300.00	50,000.00	214,962.10	53,000.00	161,962.10	65	332,665.00	(117,702.90)	35
CHARGES FOR SERVICES	107,897.52	117,436.50	(9,538.98)	1,205,163.59	1,005,452.24	199,711.35	89	1,353,196.00	(148,032.41)	11
OTHER REVENUE	996,856.63	46,498.52	950,358.11	2,243,380.20	535,191.59	1,708,188.61	356	630,389.00	1,612,991.20	-256
TRANSFER	0.00	0.00	0.00	1,637,591.00	1,637,591.00	0.00	100	1,637,591.00	0.00	0
TOTAL REVENUE	2,064,516.93	1,001,872.68	1,062,644.25	22,849,385.29	19,805,214.30	3,044,170.99	103	22,242,380.00	607,005.29	-3
EXPENSE SUMMARY										
CITY COUNCIL	10,616.71	42,484.64	31,867.93	466,123.63	438,353.31	(27,770.32)	89	523,188.00	(57,064.37)	11
CITY MANAGER	34,985.86	36,340.47	1,354.61	363,444.99	379,635.36	16,190.37	76	478,943.00	(115,498.01)	24
CITY SECRETARY	14,518.23	14,257.11	(261.12)	212,278.18	199,012.79	(13,265.39)	90	237,050.00	(24,771.82)	10
EMERGENCY MANAGEMENT	385.85	232.09	(153.76)	15,674.01	17,957.51	2,283.50	83	18,972.00	(3,297.99)	17
MUNICIPAL BUILDING	6,611.50	12,890.74	6,279.24	111,693.73	126,528.31	14,834.58	74	150,442.00	(38,748.27)	26
MUNICIPAL SERVICES CTR	311.31	16,538.18	16,226.87	67,243.02	172,082.46	104,839.44	32	209,308.00	(142,064.98)	68
HUMAN RESOURCES	18,115.59	26,192.51	8,076.92	203,928.21	279,688.88	75,760.67	59	343,858.00	(139,929.79)	41
DOWNTOWN	17,164.15	15,797.72	(1,366.43)	140,297.17	160,423.85	20,126.68	71	196,458.00	(56,160.83)	29
FINANCE	47,405.46	68,018.31	20,612.85	624,405.03	694,399.05	69,994.02	72	864,021.00	(239,615.97)	28
INFORMATION TECHNOLOGY	86,022.12	50,013.42	(36,008.70)	525,616.86	504,551.07	(21,065.79)	85	618,261.00	(92,644.14)	15
TAX	0.00	76.89	76.89	234,467.56	242,550.51	8,082.95	97	242,608.00	(8,140.44)	3
LEGAL COUNSEL	7,247.84	12,554.73	5,306.89	72,346.30	125,737.30	53,391.00	48	150,847.00	(78,500.70)	52
MUNICIPAL COURT	14,330.36	12,744.76	(1,585.60)	139,740.59	129,663.87	(10,076.72)	88	159,182.00	(19,441.41)	12
STREET MAINTENANCE	153,976.89	84,196.09	(69,780.80)	732,840.27	879,766.06	146,925.79	68	1,076,972.00	(344,131.73)	32
PARKS & LEISURE ADM	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
PARKS & RECREATION	147,776.54	208,378.42	60,601.88	1,714,051.65	2,224,275.70	510,224.05	63	2,713,251.00	(999,199.35)	37
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	21,229.99	23,416.10	2,186.11	213,227.95	241,571.11	28,343.16	71	302,014.00	(88,786.05)	29
SENIOR CENTER	38,016.81	87,477.93	49,461.12	1,014,589.79	881,588.88	(133,000.91)	95	1,063,231.00	(48,641.21)	5
AQUATIC CENTER	59,975.94	86,582.19	26,606.25	195,963.21	286,145.10	90,181.89	51	381,056.00	(185,092.79)	49
FIRE DEPARTMENT	401,733.80	385,600.72	(16,133.08)	4,087,998.84	3,915,314.68	(172,684.16)	83	4,925,242.00	(837,243.16)	17
POLICE DEPARTMENT	573,670.34	639,578.79	65,908.45	5,547,443.02	6,992,552.42	1,445,109.40	64	8,679,955.00	(3,132,511.98)	36
DEVELOPMENT SERVICES	43,536.38	73,635.82	30,099.44	491,148.82	752,937.93	261,789.11	52	936,468.00	(445,319.18)	48
CODE ENFORCEMENT	0.00	0.00	0.00	0.69	0.00	(0.69)		0.00	0.69	
GIS	6,961.30	10,331.57	3,370.27	102,934.62	106,304.02	3,369.40	78	132,459.00	(29,524.38)	22
TRANSFERS	73,863.54	98,364.00	24,500.46	495,943.54	520,444.00	24,500.46	95	520,444.00	(24,500.46)	5
TOTAL EXPENSE	1,778,456.51	2,005,703.20	227,246.69	17,773,401.68	20,271,484.17	2,498,082.49	71	24,924,230.00	7,150,828.32	29
REVENUE OVER/(UNDER) EXPENDITURE	286,060.42	(1,003,830.52)	1,289,890.94	5,075,983.61	(466,269.87)	5,542,253.48		(2,681,850.00)	(6,543,823.03)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	0.00	0.00	3,778.78	898.77	2,880.01	378	1,000.00	2,778.78	-278
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	991,810.70	1,025,732.94	(33,922.24)	9,925,940.72	9,660,862.00	265,078.72	80	12,346,024.00	(2,420,083.28)	20
OTHER REVENUE	34,981.90	41,399.40	(6,417.50)	482,555.16	382,331.32	100,223.84	105	458,000.00	24,555.16	-5
TRANSFER	0.00	0.00	0.00	108,443.00	108,443.00	0.00	100	108,443.00	0.00	0
TOTAL REVENUE	1,026,792.60	1,067,132.34	(40,339.74)	10,520,717.66	10,152,535.09	368,182.57	81	12,913,467.00	(2,392,749.34)	19
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	82,950.15	167,478.25	84,528.10	659,533.55	1,713,880.92	1,054,347.37	31	2,113,549.00	(1,454,015.45)	69
WATER PRODUCTION	98,203.40	85,005.96	(13,197.44)	912,005.23	1,081,960.31	169,955.08	70	1,298,603.00	(386,597.77)	30
WATER DISTRIBUTION	87,899.69	99,912.13	12,012.44	537,800.86	1,011,637.91	473,837.05	44	1,226,147.00	(688,346.14)	56
CUSTOMER SERVICE	24,763.21	50,921.92	26,158.71	533,759.85	519,243.77	(14,516.08)	84	633,053.00	(99,293.15)	16
WASTEWATER COLLECTION	125,743.99	364,705.33	238,961.34	3,164,442.44	3,666,921.84	502,479.40	72	4,420,267.00	(1,255,824.56)	28
WASTEWATER TREATMENT	11,841.30	224,528.18	212,686.88	1,469,776.16	2,256,386.75	786,610.59	54	2,706,148.00	(1,236,371.84)	46
BILLING & COLLECTION	94,782.88	63,991.97	(30,790.91)	946,377.45	641,804.96	(304,572.49)	122	776,150.00	170,227.45	-22
NON-DEPARTMENTAL	67,892.46	64,857.62	(3,034.84)	4,521,069.98	4,523,419.63	2,349.65	88	5,118,236.00	(597,166.02)	12
TOTAL EXPENSE	594,077.08	1,121,401.36	527,324.28	12,744,765.52	15,415,256.09	2,670,490.57	70	18,292,153.00	5,547,387.48	30
REVENUE OVER/(UNDER) EXPENDITURE	432,715.52	(54,269.02)	486,984.54	(2,224,047.86)	(5,262,721.00)	3,038,673.14		(5,378,686.00)	(7,940,136.82)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
CHARGES FOR SERVICES	221,770.44	120,392.22	101,378.22	1,616,702.83	1,189,524.92	427,177.91	112	1,449,375.00	167,327.83	-12
OTHER REVENUE	12,436.96	7,749.82	4,687.14	116,505.77	62,801.34	53,704.43	144	80,850.00	35,655.77	-44
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	234,207.40	128,142.04	106,065.36	1,733,208.60	1,252,326.26	480,882.34	113	1,530,225.00	202,983.60	-13
EXPENSE SUMMARY										
LANDFILL	62,070.13	86,993.47	24,923.34	986,868.68	1,198,705.37	211,836.69	71	1,392,587.00	(405,718.32)	29
TOTAL EXPENSE	62,070.13	86,993.47	24,923.34	986,868.68	1,198,705.37	211,836.69	71	1,392,587.00	405,718.32	29
REVENUE OVER/(UNDER) EXPENDITURE	172,137.27	41,148.57	130,988.70	746,339.92	53,620.89	692,719.03		137,638.00	(202,734.72)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
INTERGOVERNMENTAL	0.00	0.00	0.00	19,330.80	0.00	19,330.80	19	100,000.00	(80,669.20)	81
CHARGES FOR SERVICES	6,689.12	9,247.63	(2,558.51)	126,783.49	111,319.27	15,464.22	97	130,350.00	(3,566.51)	3
OTHER REVENUE	0.00	(53,889.17)	53,889.17	209.52	(538,891.70)	539,101.22	1	39,356.00	(39,146.48)	99
TRANSFER	0.00	0.00	0.00	79,134.00	79,134.00	0.00	100	79,134.00	0.00	0
TOTAL REVENUE	6,689.12	(44,641.54)	51,330.66	225,457.81	(348,438.43)	573,896.24	65	348,840.00	(123,382.19)	35
EXPENSE SUMMARY										
AIRPORT	27,808.98	27,649.60	(159.38)	489,757.41	287,054.33	(202,703.08)	141	348,083.00	141,674.41	-41
TOTAL EXPENSE	27,808.98	27,649.60	(159.38)	489,757.41	287,054.33	(202,703.08)	141	348,083.00	(141,674.41)	-41
REVENUE OVER/(UNDER) EXPENDITURE	(21,119.86)	(72,291.14)	51,171.28	(264,299.60)	(635,492.76)	371,193.16		757.00	18,292.22	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	0.00	0.00	82,653.13	18,347.24	64,305.89	413	20,000.00	62,653.13	-313
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	125,428.18	168,600.67	(43,172.49)	1,181,104.00	1,691,112.74	(510,008.74)	58	2,046,850.00	(865,746.00)	42
OTHER REVENUE	4,139.23	1,889.02	2,250.21	45,726.89	15,361.69	30,365.20	229	20,000.00	25,726.89	-129
TOTAL REVENUE	129,567.41	170,489.69	(40,922.28)	1,309,484.02	1,724,821.67	(415,337.65)	63	2,086,850.00	(777,365.98)	37
EXPENSE SUMMARY										
STORM WATER DRAINAGE	22,179.34	61,294.41	39,115.07	1,285,508.36	1,366,254.10	80,745.74	82	1,558,251.00	(272,742.64)	18
TOTAL EXPENSE	22,179.34	61,294.41	39,115.07	1,285,508.36	1,366,254.10	80,745.74	82	1,558,251.00	272,742.64	18
REVENUE OVER/(UNDER) EXPENDITURE	107,388.07	109,195.28	(1,807.21)	23,975.66	358,567.57	(334,591.91)		528,599.00	(1,050,108.62)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	139,276.01	69,235.65	70,040.36	770,957.67	660,874.06	110,083.61	83	925,704.00	(154,746.33)	17
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	18,793.85	13,214.41	5,579.44	36,233.85	62,254.00	(26,020.15)	52	69,754.00	(33,520.15)	48
OTHER REVENUE	7,753.64	4,408.99	3,344.65	72,951.33	31,484.80	41,466.53	182	40,000.00	32,951.33	-82
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	165,823.50	86,859.05	78,964.45	880,142.85	754,612.86	125,529.99	85	1,035,458.00	(155,315.15)	15
EXPENSE SUMMARY										
TOURISM	40,700.36	58,060.26	17,359.90	517,875.74	739,485.38	221,609.64	59	876,407.00	(358,531.26)	41
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	40,700.36	58,060.26	17,359.90	517,875.74	739,485.38	221,609.64	59	876,407.00	358,531.26	41
REVENUE OVER/(UNDER) EXPENDITURE	125,123.14	28,798.79	96,324.35	362,267.11	15,127.48	347,139.63		159,051.00	(513,846.41)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	1,407.54	826.08	581.46	306,795.25	275,378.56	31,416.69	111	276,608.00	30,187.25	-11
OTHER REVENUE	871.46	203.97	667.49	8,624.61	1,870.16	6,754.45	431	2,000.00	6,624.61	-331
TRANSFER	0.00	142,025.00	(142,025.00)	823,050.00	823,850.00	(800.00)	100	823,850.00	(800.00)	0
TOTAL REVENUE	2,279.00	143,055.05	(140,776.05)	1,138,469.86	1,101,098.72	37,371.14	103	1,102,458.00	36,011.86	-3
EXPENSE SUMMARY										
DEBT SERVICE	0.00	0.00	0.00	934,050.00	934,050.00	0.00	85	1,099,225.00	(165,175.00)	15
TOTAL EXPENSE	0.00	0.00	0.00	934,050.00	934,050.00	0.00	85	1,099,225.00	165,175.00	15
REVENUE OVER/(UNDER) EXPENDITURE	2,279.00	143,055.05	(140,776.05)	204,419.86	167,048.72	37,371.14		3,233.00	(129,163.14)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	210.00	0.00	210.00	630.00	3,216.22	(2,586.22)	16	4,000.00	(3,370.00)	84
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	4,532.43	(4,532.43)	0	12,500.00	(12,500.00)	100
OTHER REVENUE	19,406.99	9,751.90	9,655.09	224,595.79	97,703.23	126,892.56	187	120,000.00	104,595.79	-87
TRANSFER	0.00	0.00	0.00	342,946.00	342,946.00	0.00	100	342,946.00	0.00	0
TOTAL REVENUE	19,616.99	9,751.90	9,865.09	568,171.79	448,397.88	119,773.91	119	479,446.00	88,725.79	-19
EXPENSE SUMMARY										
STREET MAINTENANCE	7,706.25	279,037.53	271,331.28	132,703.23	2,790,375.30	2,657,672.07	4	3,349,421.00	(3,216,717.77)	96
PARKS & RECREATION	0.00	77,717.70	77,717.70	257,000.00	777,177.00	520,177.00	28	933,016.00	(676,016.00)	72
FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	7,706.25	356,755.23	349,048.98	389,703.23	3,567,552.30	3,177,849.07	9	4,282,437.00	3,892,733.77	91
REVENUE OVER/(UNDER) EXPENDITURE	11,910.74	(347,003.33)	358,914.07	178,468.56	(3,119,154.42)	3,297,622.98		(3,802,991.00)	(3,804,007.98)	

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	73.32	0.00	73.32	4,598.62	2,512.37	2,086.25	147	3,125.00	1,473.62	-47
OTHER REVENUE	67.46	20.27	47.19	606.20	157.09	449.11	303	200.00	406.20	-203
TOTAL REVENUE	140.78	20.27	120.51	5,204.82	2,669.46	2,535.36	157	3,325.00	1,879.82	-57
EXPENSE SUMMARY										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	140.78	20.27	120.51	5,204.82	2,669.46	2,535.36		3,325.00	1,879.82	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	911.07	1,137.92	(226.85)	12,382.63	11,928.86	453.77	87	14,240.00	(1,857.37)	13
OTHER REVENUE	217.56	125.96	91.60	1,997.72	913.08	1,084.64	166	1,200.00	797.72	-66
TOTAL REVENUE	1,128.63	1,263.88	(135.25)	14,380.35	12,841.94	1,538.41	93	15,440.00	(1,059.65)	7
<u>EXPENSE SUMMARY</u>										
COURT TECHNOLOGY	0.00	360.93	360.93	884.00	3,609.30	2,725.30	20	4,333.00	(3,449.00)	80
TOTAL EXPENSE	0.00	360.93	360.93	884.00	3,609.30	2,725.30	20	4,333.00	3,449.00	80
REVENUE OVER/(UNDER) EXPENDITURE	1,128.63	902.95	225.68	13,496.35	9,232.64	4,263.71		11,107.00	(4,508.65)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	82,094.42	0.00	82,094.42	87,948.32	0.00	87,948.32		0.00	87,948.32	
INTERGOVERNMENTAL	0.00	0.00	0.00	8,804.25	3,200.00	5,604.25	275	3,200.00	5,604.25	-175
OTHER REVENUE	603.38	111.10	492.28	5,234.49	1,203.45	4,031.04	374	1,400.00	3,834.49	-274
TOTAL REVENUE	82,697.80	111.10	82,586.70	101,987.06	4,403.45	97,583.61	2,217	4,600.00	97,387.06	2,117
EXPENSE SUMMARY										
PUBLIC SAFETY	24,469.00	5,351.50	(19,117.50)	34,000.98	53,515.00	19,514.02	53	64,225.00	(30,224.02)	47
TOTAL EXPENSE	24,469.00	5,351.50	(19,117.50)	34,000.98	53,515.00	19,514.02	53	64,225.00	30,224.02	47
REVENUE OVER/(UNDER) EXPENDITURE	58,228.80	(5,240.40)	63,469.20	67,986.08	(49,111.55)	117,097.63		(59,625.00)	67,163.04	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	44,172.85	46,002.10	(1,829.25)	581,569.42	709,459.98	(127,890.56)	70	826,872.00	(245,302.58)	30
OTHER REVENUE	718.31	963.79	(245.48)	4,499.38	8,611.64	(4,112.26)	37	12,000.00	(7,500.62)	63
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	44,891.16	46,965.89	(2,074.73)	586,068.80	718,071.62	(132,002.82)	70	838,872.00	(252,803.20)	30
EXPENSE SUMMARY										
TAX INCREMENT FINANCING	0.00	142,025.00	142,025.00	823,050.00	823,850.00	800.00	100	823,850.00	(800.00)	0
TOTAL EXPENSE	0.00	142,025.00	142,025.00	823,050.00	823,850.00	800.00	100	823,850.00	800.00	0
REVENUE OVER/(UNDER) EXPENDITURE	44,891.16	(95,059.11)	139,950.27	(236,981.20)	(105,778.38)	(131,202.82)		15,022.00	(253,603.20)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	64,343.86	60,117.70	4,226.16	653,565.88	616,219.95	37,345.93	89	738,190.00	(84,624.12)	11
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	1,822.73	2,292.65	(469.92)	19,351.87	22,985.85	(3,633.98)	69	28,000.00	(8,648.13)	31
TOTAL REVENUE	66,166.59	62,410.35	3,756.24	672,917.75	639,205.80	33,711.95	88	766,190.00	(93,272.25)	12
EXPENSE SUMMARY										
SEDA	52,879.21	95,478.15	42,598.94	571,353.54	963,849.80	392,496.26	49	1,175,000.00	(603,646.46)	51
TOTAL EXPENSE	52,879.21	95,478.15	42,598.94	571,353.54	963,849.80	392,496.26	49	1,175,000.00	603,646.46	51
REVENUE OVER/(UNDER) EXPENDITURE	13,287.38	(33,067.80)	46,355.18	101,564.21	(324,644.00)	426,208.21		(408,810.00)	(696,918.71)	



City of Stephenville

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	827,517.93	855,872.41	28,354.48	3.43%	16,025,646.04	16,583,192.99	557,546.95	3.48%
41 - LICENSES AND PERMITS	15,671.14	32,472.80	16,801.66	107.21%	566,894.45	770,811.60	203,917.15	35.97%
42 - FINES AND FORFEITURES	30,592.47	21,117.57	-9,474.90	-30.97%	224,253.52	194,283.81	-29,969.71	-13.36%
43 - INTERGOVERNMENTAL	21,476.66	50,300.00	28,823.34	134.21%	879,003.23	214,962.10	-664,041.13	-75.54%
44 - CHARGES FOR SERVICES	133,902.75	107,897.52	-26,005.23	-19.42%	926,583.35	1,205,163.59	278,580.24	30.07%
45 - OTHER REVENUE	69,538.16	996,856.63	927,318.47	1,333.54%	1,163,687.30	2,243,380.20	1,079,692.90	92.78%
49 - TRANSFER	0.00	0.00	0.00	0.00%	1,876,004.00	1,637,591.00	-238,413.00	-12.71%
Revenue Total:	1,098,699.11	2,064,516.93	965,817.82	87.91%	21,662,071.89	22,849,385.29	1,187,313.40	5.48%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	2,190.03	2,153.00	37.03	1.69%	19,647.47	20,952.09	-1,304.62	-6.64%
52 - CONTRACTUAL	2,523.93	8,166.74	-5,642.81	-223.57%	212,293.40	440,022.05	-227,728.65	-107.27%
53 - GENERAL SERVICES	736.32	296.97	439.35	59.67%	4,216.04	5,149.49	-933.45	-22.14%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	2,584.18	0.00	2,584.18	100.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	565.80	0.00	565.80	100.00%
Department 101 - CITY COUNCIL Total:	5,450.28	10,616.71	-5,166.43	-94.79%	239,306.89	466,123.63	-226,816.74	-94.78%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	26,375.41	33,018.48	-6,643.07	-25.19%	306,225.07	341,477.99	-35,252.92	-11.51%
52 - CONTRACTUAL	757.67	1,827.38	-1,069.71	-141.18%	12,057.71	20,719.22	-8,661.51	-71.83%
53 - GENERAL SERVICES	27.50	140.00	-112.50	-409.09%	2,799.64	1,247.78	1,551.86	55.43%
Department 102 - CITY MANAGER Total:	27,160.58	34,985.86	-7,825.28	-28.81%	321,082.42	363,444.99	-42,362.57	-13.19%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	12,160.04	13,748.18	-1,588.14	-13.06%	114,918.46	137,606.65	-22,688.19	-19.74%
52 - CONTRACTUAL	1,557.14	626.43	930.71	59.77%	16,921.47	18,636.03	-1,714.56	-10.13%
53 - GENERAL SERVICES	80.82	143.62	-62.80	-77.70%	2,170.87	1,411.30	759.57	34.99%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	44,281.24	54,624.20	-10,342.96	-23.36%
Department 103 - CITY SECRETARY Total:	13,798.00	14,518.23	-720.23	-5.22%	178,292.04	212,278.18	-33,986.14	-19.06%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	330.34	385.85	-55.51	-16.80%	15,547.06	15,674.01	-126.95	-0.82%
Department 104 - EMERGENCY MANAGEMENT Total:	330.34	385.85	-55.51	-16.80%	15,547.06	15,674.01	-126.95	-0.82%
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	2,136.41	2,207.91	-71.50	-3.35%	22,292.60	23,493.58	-1,200.98	-5.39%

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Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
52 - CONTRACTUAL	3,895.76	3,348.36	547.40	14.05%	34,591.22	33,211.96	1,379.26	3.99%
53 - GENERAL SERVICES	907.97	264.34	643.63	70.89%	35,878.74	7,395.79	28,482.95	79.39%
54 - MACHINE & EQUIPMENT MAI	1,292.59	790.89	501.70	38.81%	25,066.70	32,092.40	-7,025.70	-28.03%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	5,826.73	15,500.00	-9,673.27	-166.02%
Department 105 - MUNICIPAL BUILDING Total:	8,232.73	6,611.50	1,621.23	19.69%	123,655.99	111,693.73	11,962.26	9.67%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	1,424.21	2,254.22	-830.01	-58.28%	39,957.57	48,484.46	-8,526.89	-21.34%
52 - CONTRACTUAL	3,739.52	1,688.69	2,050.83	54.84%	25,017.58	29,167.82	-4,150.24	-16.59%
53 - GENERAL SERVICES	6,864.57	-3,811.60	10,676.17	155.53%	8,775.56	-17,505.84	26,281.40	299.48%
54 - MACHINE & EQUIPMENT MAI	139.69	180.00	-40.31	-28.86%	19,467.34	7,096.58	12,370.76	63.55%
Department 106 - MUNICIPAL SERVICES CTR Total:	12,167.99	311.31	11,856.68	97.44%	93,218.05	67,243.02	25,975.03	27.86%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	6,536.17	11,862.39	-5,326.22	-81.49%	73,943.28	109,733.18	-35,789.90	-48.40%
52 - CONTRACTUAL	5,828.84	6,191.82	-362.98	-6.23%	81,708.22	92,823.98	-11,115.76	-13.60%
53 - GENERAL SERVICES	14.58	61.38	-46.80	-320.99%	727.90	1,371.05	-643.15	-88.36%
Department 107 - HUMAN RESOURCES Total:	12,379.59	18,115.59	-5,736.00	-46.33%	156,379.40	203,928.21	-47,548.81	-30.41%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	5,268.86	5,462.54	-193.68	-3.68%	52,924.04	55,613.51	-2,689.47	-5.08%
52 - CONTRACTUAL	984.22	11,256.02	-10,271.80	-1,043.65%	57,148.42	55,228.25	1,920.17	3.36%
53 - GENERAL SERVICES	0.00	445.59	-445.59	0.00%	28,124.70	29,005.41	-880.71	-3.13%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	450.00	-450.00	0.00%
Department 108 - DOWNTOWN Total:	6,253.08	17,164.15	-10,911.07	-174.49%	138,197.16	140,297.17	-2,100.01	-1.52%
Department: 201 - FINANCE								
51 - PERSONNEL	40,081.64	41,400.60	-1,318.96	-3.29%	418,808.84	426,552.09	-7,743.25	-1.85%
52 - CONTRACTUAL	7,612.63	5,942.19	1,670.44	21.94%	69,314.89	104,018.15	-34,703.26	-50.07%
53 - GENERAL SERVICES	82.88	62.67	20.21	24.38%	1,032.47	724.43	308.04	29.84%
54 - MACHINE & EQUIPMENT MAI	28,243.38	0.00	28,243.38	100.00%	88,256.78	92,182.11	-3,925.33	-4.45%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	100.00	0.00	100.00	100.00%	-1,466.63	928.25	-2,394.88	-163.29%
Department 201 - FINANCE Total:	76,120.53	47,405.46	28,715.07	37.72%	575,946.35	624,405.03	-48,458.68	-8.41%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	16,178.26	16,662.14	-483.88	-2.99%	160,373.45	169,962.43	-9,588.98	-5.98%
52 - CONTRACTUAL	97.99	76.00	21.99	22.44%	3,929.83	5,056.96	-1,127.13	-28.68%
53 - GENERAL SERVICES	2,298.48	2,518.63	-220.15	-9.58%	52,950.45	35,826.94	17,123.51	32.34%
54 - MACHINE & EQUIPMENT MAI	2,586.63	66,765.35	-64,178.72	-2,481.17%	202,566.84	243,677.75	-41,110.91	-20.29%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	71,092.78	-71,092.78	0.00%
Department 203 - INFORMATION TECHNOLOGY Total:	21,161.36	86,022.12	-64,860.76	-306.51%	419,820.57	525,616.86	-105,796.29	-25.20%
Department: 204 - TAX								
52 - CONTRACTUAL	89.60	0.00	89.60	100.00%	221,372.88	234,467.56	-13,094.68	-5.92%
Department 204 - TAX Total:	89.60	0.00	89.60	100.00%	221,372.88	234,467.56	-13,094.68	-5.92%

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Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	10,876.06	7,247.84	3,628.22	33.36%	100,637.36	71,949.79	28,687.57	28.51%
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	865.85	264.51	601.34	69.45%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	132.00	-132.00	0.00%
Department 301 - LEGAL COUNSEL Total:	10,876.06	7,247.84	3,628.22	33.36%	101,503.21	72,346.30	29,156.91	28.73%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	4,796.40	7,543.45	-2,747.05	-57.27%	67,913.26	70,690.52	-2,777.26	-4.09%
52 - CONTRACTUAL	5,190.85	4,788.09	402.76	7.76%	39,348.17	37,078.38	2,269.79	5.77%
53 - GENERAL SERVICES	1,964.55	1,998.82	-34.27	-1.74%	14,713.43	24,366.90	-9,653.47	-65.61%
54 - MACHINE & EQUIPMENT MAI	3,865.50	0.00	3,865.50	100.00%	7,113.15	7,604.79	-491.64	-6.91%
Department 302 - MUNICIPAL COURT Total:	15,817.30	14,330.36	1,486.94	9.40%	129,088.01	139,740.59	-10,652.58	-8.25%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	29,599.68	26,803.52	2,796.16	9.45%	317,143.94	322,434.84	-5,290.90	-1.67%
52 - CONTRACTUAL	17,069.52	16,937.23	132.29	0.78%	185,793.93	190,012.40	-4,218.47	-2.27%
53 - GENERAL SERVICES	7,708.02	2,330.33	5,377.69	69.77%	31,928.44	35,256.84	-3,328.40	-10.42%
54 - MACHINE & EQUIPMENT MAI	8,727.50	10,265.81	-1,538.31	-17.63%	61,871.84	87,496.19	-25,624.35	-41.42%
55 - CAPITAL OUTLAY	0.00	97,640.00	-97,640.00	0.00%	114,985.00	97,640.00	17,345.00	15.08%
Department 402 - STREET MAINTENANCE Total:	63,104.72	153,976.89	-90,872.17	-144.00%	711,723.15	732,840.27	-21,117.12	-2.97%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	81,859.26	79,673.85	2,185.41	2.67%	830,129.60	810,519.64	19,609.96	2.36%
52 - CONTRACTUAL	43,024.64	42,837.18	187.46	0.44%	349,264.20	391,808.61	-42,544.41	-12.18%
53 - GENERAL SERVICES	8,397.12	11,324.88	-2,927.76	-34.87%	150,541.14	128,034.03	22,507.11	14.95%
54 - MACHINE & EQUIPMENT MAI	13,932.13	13,940.63	-8.50	-0.06%	139,784.13	143,324.08	-3,539.95	-2.53%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	362,553.79	157,633.17	204,920.62	56.52%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	82,732.12	82,732.12	0.00	0.00%
Department 501 - PARKS & RECREATION Total:	147,213.15	147,776.54	-563.39	-0.38%	1,915,004.98	1,714,051.65	200,953.33	10.49%
Department: 504 - LIBRARY								
51 - PERSONNEL	16,625.88	17,173.64	-547.76	-3.29%	171,252.87	175,701.46	-4,448.59	-2.60%
52 - CONTRACTUAL	2,050.40	1,756.11	294.29	14.35%	19,384.80	14,622.17	4,762.63	24.57%
53 - GENERAL SERVICES	1,331.92	2,049.42	-717.50	-53.87%	26,127.95	21,310.81	4,817.14	18.44%
54 - MACHINE & EQUIPMENT MAI	975.00	250.82	724.18	74.27%	4,894.66	1,593.51	3,301.15	67.44%
Department 504 - LIBRARY Total:	20,983.20	21,229.99	-246.79	-1.18%	221,660.28	213,227.95	8,432.33	3.80%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	6,311.53	12,212.48	-5,900.95	-93.49%	65,700.75	75,382.05	-9,681.30	-14.74%
52 - CONTRACTUAL	3,632.07	1,917.68	1,714.39	47.20%	35,469.42	44,332.35	-8,862.93	-24.99%
53 - GENERAL SERVICES	1,296.69	895.41	401.28	30.95%	19,198.19	24,289.11	-5,090.92	-26.52%
54 - MACHINE & EQUIPMENT MAI	217.29	5.00	212.29	97.70%	9,699.63	5,798.84	3,900.79	40.22%
55 - CAPITAL OUTLAY	385,399.89	22,986.24	362,413.65	94.04%	452,599.89	864,787.44	-412,187.55	-91.07%
Department 506 - SENIOR CENTER Total:	396,857.47	38,016.81	358,840.66	90.42%	582,667.88	1,014,589.79	-431,921.91	-74.13%

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Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	39,863.77	44,804.16	-4,940.39	-12.39%	86,271.83	87,603.96	-1,332.13	-1.54%
52 - CONTRACTUAL	6,755.68	9,194.07	-2,438.39	-36.09%	51,911.87	59,531.03	-7,619.16	-14.68%
53 - GENERAL SERVICES	7,753.76	5,407.71	2,346.05	30.26%	32,437.76	24,821.69	7,616.07	23.48%
54 - MACHINE & EQUIPMENT MAI	4,183.01	570.00	3,613.01	86.37%	81,329.98	24,006.53	57,323.45	70.48%
Department 507 - AQUATIC CENTER Total:	58,556.22	59,975.94	-1,419.72	-2.42%	251,951.44	195,963.21	55,988.23	22.22%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	276,329.14	313,231.06	-36,901.92	-13.35%	3,003,062.97	3,274,482.22	-271,419.25	-9.04%
52 - CONTRACTUAL	7,930.63	9,262.45	-1,331.82	-16.79%	176,905.15	218,018.49	-41,113.34	-23.24%
53 - GENERAL SERVICES	53,253.14	27,228.60	26,024.54	48.87%	245,549.87	232,496.04	13,053.83	5.32%
54 - MACHINE & EQUIPMENT MAI	4,924.12	20,971.30	-16,047.18	-325.89%	129,824.21	151,011.96	-21,187.75	-16.32%
55 - CAPITAL OUTLAY	55,126.02	0.00	55,126.02	100.00%	245,623.53	43,013.83	202,609.70	82.49%
57 - DEBT SERVICE	31,040.39	31,040.39	0.00	0.00%	168,976.30	168,976.30	0.00	0.00%
Department 601 - FIRE DEPARTMENT Total:	428,603.44	401,733.80	26,869.64	6.27%	3,969,942.03	4,087,998.84	-118,056.81	-2.97%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	379,487.65	386,630.21	-7,142.56	-1.88%	3,988,482.55	4,013,561.85	-25,079.30	-0.63%
52 - CONTRACTUAL	25,006.10	50,794.77	-25,788.67	-103.13%	350,728.83	383,935.83	-33,207.00	-9.47%
53 - GENERAL SERVICES	13,265.58	19,863.96	-6,598.38	-49.74%	191,614.90	177,517.05	14,097.85	7.36%
54 - MACHINE & EQUIPMENT MAI	12,379.49	16,034.90	-3,655.41	-29.53%	308,604.80	537,842.23	-229,237.43	-74.28%
55 - CAPITAL OUTLAY	154,965.00	100,346.50	54,618.50	35.25%	558,452.69	114,426.76	444,025.93	79.51%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	0.44	-0.44	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	348,297.04	320,158.86	28,138.18	8.08%
Department 701 - POLICE DEPARTMENT Total:	585,103.82	573,670.34	11,433.48	1.95%	5,746,180.81	5,547,443.02	198,737.79	3.46%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	37,731.04	38,168.40	-437.36	-1.16%	405,492.60	374,757.41	30,735.19	7.58%
52 - CONTRACTUAL	8,081.61	4,088.12	3,993.49	49.41%	212,014.24	54,220.43	157,793.81	74.43%
53 - GENERAL SERVICES	1,622.48	1,257.87	364.61	22.47%	14,237.38	36,235.02	-21,997.64	-154.51%
54 - MACHINE & EQUIPMENT MAI	86.80	21.99	64.81	74.67%	20,927.68	21,861.67	-933.99	-4.46%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	0.00	4,074.29	-4,074.29	0.00%
Department 801 - DEVELOPMENT SERVICES Total:	47,521.93	43,536.38	3,985.55	8.39%	652,671.90	491,148.82	161,523.08	24.75%
Department: 803 - CODE ENFORCEMENT								
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	0.00	0.69	-0.69	0.00%
Department 803 - CODE ENFORCEMENT Total:	0.00	0.00	0.00	0.00%	0.00	0.69	-0.69	0.00%
Department: 804 - GIS								
51 - PERSONNEL	6,464.58	6,700.28	-235.70	-3.65%	67,313.68	69,806.92	-2,493.24	-3.70%
52 - CONTRACTUAL	0.00	37.99	-37.99	0.00%	2,155.96	1,436.78	719.18	33.36%
53 - GENERAL SERVICES	0.00	58.00	-58.00	0.00%	2,543.08	260.95	2,282.13	89.74%
54 - MACHINE & EQUIPMENT MAI	849.00	165.03	683.97	80.56%	29,911.89	31,429.97	-1,518.08	-5.08%
Department 804 - GIS Total:	7,313.58	6,961.30	352.28	4.82%	101,924.61	102,934.62	-1,010.01	-0.99%

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Categor...	2023-2024	2024-2025	July Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	July Activity	July Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Department: 900 - TRANSFERS								
57 - DEBT SERVICE	73,863.54	73,863.54	0.00	0.00%	73,863.54	73,863.54	0.00	0.00%
59 - TRANSFER	0.00	0.00	0.00	0.00%	1,493,383.00	422,080.00	1,071,303.00	71.74%
Department 900 - TRANSFERS Total:	73,863.54	73,863.54	0.00	0.00%	1,567,246.54	495,943.54	1,071,303.00	68.36%
Expense Total:	2,038,958.51	1,778,456.51	260,502.00	12.78%	18,434,383.65	17,773,401.68	660,981.97	3.59%
Fund 01 Surplus (Deficit):	-940,259.40	286,060.42	1,226,319.82	130.42%	3,227,688.24	5,075,983.61	1,848,295.37	57.26%

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Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	1,805.78	3,778.78	1,973.00	109.26%
44 - CHARGES FOR SERVICES	989,259.06	991,810.70	2,551.64	0.26%	9,185,932.49	9,925,940.72	740,008.23	8.06%
45 - OTHER REVENUE	77,262.50	34,981.90	-42,280.60	-54.72%	1,049,361.81	482,555.16	-566,806.65	-54.01%
49 - TRANSFER	0.00	0.00	0.00	0.00%	94,582.00	108,443.00	13,861.00	14.66%
Revenue Total:	1,066,521.56	1,026,792.60	-39,728.96	-3.73%	10,331,682.08	10,520,717.66	189,035.58	1.83%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	51,378.16	78,269.03	-26,890.87	-52.34%	586,879.98	768,589.44	-181,709.46	-30.96%
52 - CONTRACTUAL	1,248.66	1,437.01	-188.35	-15.08%	21,144.23	27,390.59	-6,246.36	-29.54%
53 - GENERAL SERVICES	365.36	3,069.11	-2,703.75	-740.02%	5,515.36	13,139.93	-7,624.57	-138.24%
54 - MACHINE & EQUIPMENT MAI	666.78	0.00	666.78	100.00%	3,522.61	4,104.14	-581.53	-16.51%
55 - CAPITAL OUTLAY	0.00	175.00	-175.00	0.00%	860,217.35	-153,690.55	1,013,907.90	117.87%
Department 000 - UTILITIES ADMINISTRATION Total:	53,658.96	82,950.15	-29,291.19	-54.59%	1,477,279.53	659,533.55	817,745.98	55.35%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	17,538.31	23,085.12	-5,546.81	-31.63%	203,520.19	235,558.06	-32,037.87	-15.74%
52 - CONTRACTUAL	83,181.60	54,473.88	28,707.72	34.51%	575,627.13	630,057.81	-54,430.68	-9.46%
53 - GENERAL SERVICES	624.38	497.38	127.00	20.34%	9,283.71	11,345.99	-2,062.28	-22.21%
54 - MACHINE & EQUIPMENT MAI	22,638.35	7,392.00	15,246.35	67.35%	143,884.65	24,380.18	119,504.47	83.06%
55 - CAPITAL OUTLAY	55,887.50	12,755.02	43,132.48	77.18%	1,336,395.36	10,663.19	1,325,732.17	99.20%
Department 001 - WATER PRODUCTION Total:	179,870.14	98,203.40	81,666.74	45.40%	2,268,711.04	912,005.23	1,356,705.81	59.80%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	12,019.03	12,872.53	-853.50	-7.10%	111,461.55	165,302.22	-53,840.67	-48.30%
52 - CONTRACTUAL	8,106.82	10,409.24	-2,302.42	-28.40%	106,366.94	98,741.81	7,625.13	7.17%
53 - GENERAL SERVICES	12,788.13	3,549.14	9,238.99	72.25%	51,528.43	50,949.80	578.63	1.12%
54 - MACHINE & EQUIPMENT MAI	26,140.95	5,068.78	21,072.17	80.61%	135,162.31	150,735.31	-15,573.00	-11.52%
55 - CAPITAL OUTLAY	0.00	56,000.00	-56,000.00	0.00%	322,821.62	72,071.72	250,749.90	77.67%
Department 002 - WATER DISTRIBUTION Total:	59,054.93	87,899.69	-28,844.76	-48.84%	727,340.85	537,800.86	189,539.99	26.06%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	13,339.43	11,131.22	2,208.21	16.55%	131,129.26	128,501.88	2,627.38	2.00%
52 - CONTRACTUAL	4,627.30	1,261.27	3,366.03	72.74%	19,709.03	21,454.42	-1,745.39	-8.86%
53 - GENERAL SERVICES	889.91	870.72	19.19	2.16%	10,426.57	9,199.99	1,226.58	11.76%
54 - MACHINE & EQUIPMENT MAI	7,675.54	11,500.00	-3,824.46	-49.83%	53,568.75	272,083.56	-218,514.81	-407.91%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	102,520.00	-102,520.00	0.00%
Department 003 - CUSTOMER SERVICE Total:	26,532.18	24,763.21	1,768.97	6.67%	214,833.61	533,759.85	-318,926.24	-148.45%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	23,561.01	19,839.07	3,721.94	15.80%	200,750.52	250,507.39	-49,756.87	-24.79%
52 - CONTRACTUAL	338.45	52.13	286.32	84.60%	53,757.57	30,950.93	22,806.64	42.42%
53 - GENERAL SERVICES	1,315.34	1,145.12	170.22	12.94%	10,911.87	18,784.72	-7,872.85	-72.15%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024	2024-2025	July Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	July Activity	July Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
54 - MACHINE & EQUIPMENT MAI	1,501.65	1,948.47	-446.82	-29.76%	78,502.29	23,566.74	54,935.55	69.98%
55 - CAPITAL OUTLAY	1,755,950.93	102,759.20	1,653,191.73	94.15%	9,727,860.23	2,840,632.66	6,887,227.57	70.80%
Department 011 - WASTEWATER COLLECTION Total:	1,782,667.38	125,743.99	1,656,923.39	92.95%	10,071,782.48	3,164,442.44	6,907,340.04	68.58%
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	92,750.36	11,841.30	80,909.06	87.23%	952,261.23	896,698.15	55,563.08	5.83%
54 - MACHINE & EQUIPMENT MAI	20,275.85	0.00	20,275.85	100.00%	98,009.80	61,005.80	37,004.00	37.76%
55 - CAPITAL OUTLAY	40,940.00	0.00	40,940.00	100.00%	125,860.00	512,072.21	-386,212.21	-306.86%
Department 012 - WASTEWATER TREATMENT Total:	153,966.21	11,841.30	142,124.91	92.31%	1,176,131.03	1,469,776.16	-293,645.13	-24.97%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	6,995.17	7,325.50	-330.33	-4.72%	71,776.03	68,931.26	2,844.77	3.96%
52 - CONTRACTUAL	8,850.61	7,098.47	1,752.14	19.80%	79,401.72	93,884.41	-14,482.69	-18.24%
53 - GENERAL SERVICES	41,993.41	80,093.91	-38,100.50	-90.73%	356,030.25	705,128.07	-349,097.82	-98.05%
54 - MACHINE & EQUIPMENT MAI	22,283.13	265.00	22,018.13	98.81%	52,115.94	78,433.71	-26,317.77	-50.50%
Department 020 - BILLING & COLLECTION Total:	80,122.32	94,782.88	-14,660.56	-18.30%	559,323.94	946,377.45	-387,053.51	-69.20%
Department: 901 - NON-DEPARTMENTAL								
52 - CONTRACTUAL	69,476.95	67,892.46	1,584.49	2.28%	653,351.80	677,659.76	-24,307.96	-3.72%
56 - BANK CHARGES	275.00	0.00	275.00	100.00%	852.39	179.47	672.92	78.95%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	2,316,746.52	2,528,145.75	-211,399.23	-9.12%
59 - TRANSFER	0.00	0.00	0.00	0.00%	1,608,217.00	1,315,085.00	293,132.00	18.23%
Department 901 - NON-DEPARTMENTAL Total:	69,751.95	67,892.46	1,859.49	2.67%	4,579,167.71	4,521,069.98	58,097.73	1.27%
Expense Total:	2,405,624.07	594,077.08	1,811,546.99	75.30%	21,074,570.19	12,744,765.52	8,329,804.67	39.53%
Fund 02 Surplus (Deficit):	-1,339,102.51	432,715.52	1,771,818.03	132.31%	-10,742,888.11	-2,224,047.86	8,518,840.25	79.30%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	190,544.29	221,770.44	31,226.15	16.39%	1,261,664.69	1,616,702.83	355,038.14	28.14%
45 - OTHER REVENUE	11,811.98	12,436.96	624.98	5.29%	203,919.33	116,505.77	-87,413.56	-42.87%
Revenue Total:	202,356.27	234,207.40	31,851.13	15.74%	1,465,584.02	1,733,208.60	267,624.58	18.26%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	17,369.03	25,512.45	-8,143.42	-46.88%	243,039.28	264,774.03	-21,734.75	-8.94%
52 - CONTRACTUAL	7,771.65	9,967.18	-2,195.53	-28.25%	104,831.27	79,382.28	25,448.99	24.28%
53 - GENERAL SERVICES	9,305.52	11,103.64	-1,798.12	-19.32%	98,714.45	97,565.97	1,148.48	1.16%
54 - MACHINE & EQUIPMENT MAI	9,581.53	15,486.86	-5,905.33	-61.63%	122,078.69	215,934.73	-93,856.04	-76.88%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	46,608.09	39,430.00	7,178.09	15.40%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	196,619.67	196,619.67	0.00	0.00%
59 - TRANSFER	0.00	0.00	0.00	0.00%	96,642.00	93,162.00	3,480.00	3.60%
Department 030 - LANDFILL Total:	44,027.73	62,070.13	-18,042.40	-40.98%	908,533.45	986,868.68	-78,335.23	-8.62%
Expense Total:	44,027.73	62,070.13	-18,042.40	-40.98%	908,533.45	986,868.68	-78,335.23	-8.62%
Fund 03 Surplus (Deficit):	158,328.54	172,137.27	13,808.73	8.72%	557,050.57	746,339.92	189,289.35	33.98%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 04 - AIRPORT FUND								
Revenue								
43 - INTERGOVERNMENTAL	12,042.00	0.00	-12,042.00	-100.00%	28,433.87	19,330.80	-9,103.07	-32.01%
44 - CHARGES FOR SERVICES	8,324.95	6,689.12	-1,635.83	-19.65%	111,189.66	126,783.49	15,593.83	14.02%
45 - OTHER REVENUE	0.00	0.00	0.00	0.00%	2,850.00	209.52	-2,640.48	-92.65%
49 - TRANSFER	0.00	0.00	0.00	0.00%	77,091.00	79,134.00	2,043.00	2.65%
Revenue Total:	20,366.95	6,689.12	-13,677.83	-67.16%	219,564.53	225,457.81	5,893.28	2.68%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	5,786.04	5,881.32	-95.28	-1.65%	58,269.17	60,104.88	-1,835.71	-3.15%
52 - CONTRACTUAL	3,730.82	8,849.18	-5,118.36	-137.19%	55,673.62	69,232.37	-13,558.75	-24.35%
53 - GENERAL SERVICES	1,009.39	135.41	873.98	86.58%	1,685.30	1,520.49	164.81	9.78%
54 - MACHINE & EQUIPMENT MAI	15,281.85	769.06	14,512.79	94.97%	37,920.08	104,766.20	-66,846.12	-176.28%
55 - CAPITAL OUTLAY	1,467.00	12,174.01	-10,707.01	-729.86%	771,944.99	254,133.47	517,811.52	67.08%
Department 040 - AIRPORT Total:	27,275.10	27,808.98	-533.88	-1.96%	925,493.16	489,757.41	435,735.75	47.08%
Expense Total:	27,275.10	27,808.98	-533.88	-1.96%	925,493.16	489,757.41	435,735.75	47.08%
Fund 04 Surplus (Deficit):	-6,908.15	-21,119.86	-14,211.71	-205.72%	-705,928.63	-264,299.60	441,629.03	62.56%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	17,968.47	82,653.13	64,684.66	359.99%
44 - CHARGES FOR SERVICES	83,793.37	125,428.18	41,634.81	49.69%	834,221.74	1,181,104.00	346,882.26	41.58%
45 - OTHER REVENUE	5,191.91	4,139.23	-1,052.68	-20.28%	49,519.85	45,726.89	-3,792.96	-7.66%
Revenue Total:	88,985.28	129,567.41	40,582.13	45.61%	901,710.06	1,309,484.02	407,773.96	45.22%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	13,701.25	5,070.89	8,630.36	62.99%	103,563.43	28,324.60	75,238.83	72.65%
54 - MACHINE & EQUIPMENT MAI	43,963.00	421.88	43,541.12	99.04%	44,763.00	1,098.78	43,664.22	97.55%
55 - CAPITAL OUTLAY	0.00	16,686.57	-16,686.57	0.00%	65,469.58	502,599.98	-437,130.40	-667.68%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	675.00	175.00	500.00	74.07%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	406,640.00	415,523.00	-8,883.00	-2.18%
59 - TRANSFER	0.00	0.00	0.00	0.00%	265,727.00	337,787.00	-72,060.00	-27.12%
Department 050 - STORM WATER DRAINAGE Total:	57,664.25	22,179.34	35,484.91	61.54%	886,838.01	1,285,508.36	-398,670.35	-44.95%
Expense Total:	57,664.25	22,179.34	35,484.91	61.54%	886,838.01	1,285,508.36	-398,670.35	-44.95%
Fund 05 Surplus (Deficit):	31,321.03	107,388.07	76,067.04	242.86%	14,872.05	23,975.66	9,103.61	61.21%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	95,851.47	139,276.01	43,424.54	45.30%	717,209.38	770,957.67	53,748.29	7.49%
44 - CHARGES FOR SERVICES	945.00	18,793.85	17,848.85	1,888.77%	31,245.95	36,233.85	4,987.90	15.96%
45 - OTHER REVENUE	7,576.08	7,753.64	177.56	2.34%	66,039.83	72,951.33	6,911.50	10.47%
Revenue Total:	104,372.55	165,823.50	61,450.95	58.88%	814,495.16	880,142.85	65,647.69	8.06%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	5,623.14	5,197.12	426.02	7.58%	55,882.91	52,174.36	3,708.55	6.64%
52 - CONTRACTUAL	4,321.15	10,586.87	-6,265.72	-145.00%	72,172.84	171,108.27	-98,935.43	-137.08%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	438.97	464.54	-25.57	-5.82%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	13,469.09	-13,469.09	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	101,350.00	100,375.00	975.00	0.96%
58 - GRANT DISBURSEMENTS	76,066.81	24,916.37	51,150.44	67.24%	253,727.54	180,284.48	73,443.06	28.95%
Department 070 - TOURISM Total:	86,011.10	40,700.36	45,310.74	52.68%	483,572.26	517,875.74	-34,303.48	-7.09%
Expense Total:	86,011.10	40,700.36	45,310.74	52.68%	483,572.26	517,875.74	-34,303.48	-7.09%
Fund 07 Surplus (Deficit):	18,361.45	125,123.14	106,761.69	581.44%	330,922.90	362,267.11	31,344.21	9.47%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	1,272.68	1,407.54	134.86	10.60%	304,019.65	306,795.25	2,775.60	0.91%
45 - OTHER REVENUE	122.34	871.46	749.12	612.33%	1,224.31	8,624.61	7,400.30	604.45%
49 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	823,050.00	823,050.00	0.00%
Revenue Total:	1,395.02	2,279.00	883.98	63.37%	305,243.96	1,138,469.86	833,225.90	272.97%
Expense								
Department: 080 - DEBT SERVICE								
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	300.00	300.00	0.00	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	917,175.00	933,750.00	-16,575.00	-1.81%
Department 080 - DEBT SERVICE Total:	0.00	0.00	0.00	0.00%	917,475.00	934,050.00	-16,575.00	-1.81%
Expense Total:	0.00	0.00	0.00	0.00%	917,475.00	934,050.00	-16,575.00	-1.81%
Fund 08 Surplus (Deficit):	1,395.02	2,279.00	883.98	63.37%	-612,231.04	204,419.86	816,650.90	133.39%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
41 - LICENSES AND PERMITS	587.50	210.00	-377.50	-64.26%	2,570.00	630.00	-1,940.00	-75.49%
43 - INTERGOVERNMENTAL	144,244.50	0.00	-144,244.50	-100.00%	1,183,797.05	0.00	-1,183,797.05	-100.00%
45 - OTHER REVENUE	34,832.07	19,406.99	-15,425.08	-44.28%	330,580.74	224,595.79	-105,984.95	-32.06%
49 - TRANSFER	0.00	0.00	0.00	0.00%	1,416,292.00	342,946.00	-1,073,346.00	-75.79%
Revenue Total:	179,664.07	19,616.99	-160,047.08	-89.08%	2,933,239.79	568,171.79	-2,365,068.00	-80.63%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	438,012.15	7,706.25	430,305.90	98.24%	2,055,462.24	18,117.96	2,037,344.28	99.12%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	114,585.27	-114,585.27	0.00%
Department 402 - STREET MAINTENANCE Total:	438,012.15	7,706.25	430,305.90	98.24%	2,055,462.24	132,703.23	1,922,759.01	93.54%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	3,000.00	0.00	3,000.00	100.00%	5,250.00	257,000.00	-251,750.00	-4,795.24%
Department 501 - PARKS & RECREATION Total:	3,000.00	0.00	3,000.00	100.00%	5,250.00	257,000.00	-251,750.00	-4,795.24%
Expense Total:	441,012.15	7,706.25	433,305.90	98.25%	2,060,712.24	389,703.23	1,671,009.01	81.09%
Fund 10 Surplus (Deficit):	-261,348.08	11,910.74	273,258.82	104.56%	872,527.55	178,468.56	-694,058.99	-79.55%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	41.51	73.32	31.81	76.63%	2,532.47	4,598.62	2,066.15	81.59%
45 - OTHER REVENUE	59.77	67.46	7.69	12.87%	518.96	606.20	87.24	16.81%
Revenue Total:	101.28	140.78	39.50	39.00%	3,051.43	5,204.82	2,153.39	70.57%
Fund 11 Total:	101.28	140.78	39.50	39.00%	3,051.43	5,204.82	2,153.39	70.57%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	1,208.84	911.07	-297.77	-24.63%	12,839.41	12,382.63	-456.78	-3.56%
45 - OTHER REVENUE	202.90	217.56	14.66	7.23%	1,660.11	1,997.72	337.61	20.34%
Revenue Total:	1,411.74	1,128.63	-283.11	-20.05%	14,499.52	14,380.35	-119.17	-0.82%
Expense								
Department: 120 - COURT TECHNOLOGY								
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	2,063.25	884.00	1,179.25	57.15%
Department 120 - COURT TECHNOLOGY Total:	0.00	0.00	0.00	0.00%	2,063.25	884.00	1,179.25	57.15%
Expense Total:	0.00	0.00	0.00	0.00%	2,063.25	884.00	1,179.25	57.15%
Fund 12 Surplus (Deficit):	1,411.74	1,128.63	-283.11	-20.05%	12,436.27	13,496.35	1,060.08	8.52%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	58,008.52	82,094.42	24,085.90	41.52%	71,100.41	87,948.32	16,847.91	23.70%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	7,280.60	8,804.25	1,523.65	20.93%
45 - OTHER REVENUE	291.89	603.38	311.49	106.71%	2,585.48	5,234.49	2,649.01	102.46%
Revenue Total:	58,300.41	82,697.80	24,397.39	41.85%	80,966.49	101,987.06	21,020.57	25.96%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	210.00	0.00	210.00	100.00%	2,714.15	6,698.32	-3,984.17	-146.79%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	2,833.66	-2,833.66	0.00%
55 - CAPITAL OUTLAY	0.00	24,469.00	-24,469.00	0.00%	0.00	24,469.00	-24,469.00	0.00%
Department 130 - PUBLIC SAFETY Total:	210.00	24,469.00	-24,259.00	-11,551.90%	2,714.15	34,000.98	-31,286.83	-1,152.73%
Expense Total:	210.00	24,469.00	-24,259.00	-11,551.90%	2,714.15	34,000.98	-31,286.83	-1,152.73%
Fund 13 Surplus (Deficit):	58,090.41	58,228.80	138.39	0.24%	78,252.34	67,986.08	-10,266.26	-13.12%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	40,824.97	44,172.85	3,347.88	8.20%	556,745.72	581,569.42	24,823.70	4.46%
45 - OTHER REVENUE	6,110.41	718.31	-5,392.10	-88.24%	49,251.13	4,499.38	-44,751.75	-90.86%
Revenue Total:	46,935.38	44,891.16	-2,044.22	-4.36%	605,996.85	586,068.80	-19,928.05	-3.29%
Expense								
Department: 205 - TAX INCREMENT FINANCING								
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	4,525.23	0.00	4,525.23	100.00%
59 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	823,050.00	-823,050.00	0.00%
Department 205 - TAX INCREMENT FINANCING Total:	0.00	0.00	0.00	0.00%	4,525.23	823,050.00	-818,524.77	-18,088.03%
Expense Total:	0.00	0.00	0.00	0.00%	4,525.23	823,050.00	-818,524.77	-18,088.03%
Fund 20 Surplus (Deficit):	46,935.38	44,891.16	-2,044.22	-4.36%	601,471.62	-236,981.20	-838,452.82	-139.40%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Categor...	2023-2024 July Activity	2024-2025 July Activity	July Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 79 - SEDA								
Revenue								
40 - TAXES	60,471.04	64,343.86	3,872.82	6.40%	637,813.58	653,565.88	15,752.30	2.47%
45 - OTHER REVENUE	5,293.42	1,822.73	-3,470.69	-65.57%	51,105.39	19,351.87	-31,753.52	-62.13%
Revenue Total:	65,764.46	66,166.59	402.13	0.61%	688,918.97	672,917.75	-16,001.22	-2.32%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	26,421.68	28,388.57	-1,966.89	-7.44%	258,748.55	275,695.43	-16,946.88	-6.55%
52 - CONTRACTUAL	6,301.66	3,251.06	3,050.60	48.41%	96,818.83	80,685.56	16,133.27	16.66%
53 - GENERAL SERVICES	891.39	1,460.78	-569.39	-63.88%	5,433.46	17,633.36	-12,199.90	-224.53%
54 - MACHINE & EQUIPMENT MAI	55.00	1,880.00	-1,825.00	-3,318.18%	3,228.83	10,550.20	-7,321.37	-226.75%
55 - CAPITAL OUTLAY	0.00	5,898.80	-5,898.80	0.00%	0.00	101,670.06	-101,670.06	0.00%
58 - GRANT DISBURSEMENTS	0.00	9,500.00	-9,500.00	0.00%	105,523.22	60,118.93	45,404.29	43.03%
59 - TRANSFER	0.00	2,500.00	-2,500.00	0.00%	30,000.00	25,000.00	5,000.00	16.67%
Department 790 - SEDA Total:	33,669.73	52,879.21	-19,209.48	-57.05%	499,752.89	571,353.54	-71,600.65	-14.33%
Expense Total:	33,669.73	52,879.21	-19,209.48	-57.05%	499,752.89	571,353.54	-71,600.65	-14.33%
Fund 79 Surplus (Deficit):	32,094.73	13,287.38	-18,807.35	-58.60%	189,166.08	101,564.21	-87,601.87	-46.31%
Total Surplus (Deficit):	-2,199,578.56	1,234,171.05	3,433,749.61	156.11%	-6,173,608.73	4,054,377.52	10,227,986.25	165.67%

Prior-Year Comparative Income Statement

For the Period Ending 07/31/2025

Fund Summary

Fund	2023-2024	2024-2025	July Variance		2023-2024	2024-2025	YTD Variance	
	July Activity	July Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-940,259.40	286,060.42	1,226,319.82	130.42%	3,227,688.24	5,075,983.61	1,848,295.37	57.26%
02 - WATER AND WASTEWA...	-1,339,102.51	432,715.52	1,771,818.03	132.31%	-10,742,888.11	-2,224,047.86	8,518,840.25	79.30%
03 - SANITARY LANDFILL FU...	158,328.54	172,137.27	13,808.73	8.72%	557,050.57	746,339.92	189,289.35	33.98%
04 - AIRPORT FUND	-6,908.15	-21,119.86	-14,211.71	-205.72%	-705,928.63	-264,299.60	441,629.03	62.56%
05 - STORM WATER DRAINA...	31,321.03	107,388.07	76,067.04	242.86%	14,872.05	23,975.66	9,103.61	61.21%
07 - HOTEL OCCUPANCY TAX ...	18,361.45	125,123.14	106,761.69	581.44%	330,922.90	362,267.11	31,344.21	9.47%
08 - DEBT SERVICE FUND	1,395.02	2,279.00	883.98	63.37%	-612,231.04	204,419.86	816,650.90	133.39%
10 - CAPITAL PROJECTS FUND	-261,348.08	11,910.74	273,258.82	104.56%	872,527.55	178,468.56	-694,058.99	-79.55%
11 - CHILD SAFETY FUND	101.28	140.78	39.50	39.00%	3,051.43	5,204.82	2,153.39	70.57%
12 - COURT TECHNOLOGY F...	1,411.74	1,128.63	-283.11	-20.05%	12,436.27	13,496.35	1,060.08	8.52%
13 - PUBLIC SAFETY FUND	58,090.41	58,228.80	138.39	0.24%	78,252.34	67,986.08	-10,266.26	-13.12%
20 - TAX INCREMENT FINANC...	46,935.38	44,891.16	-2,044.22	-4.36%	601,471.62	-236,981.20	-838,452.82	-139.40%
79 - SEDA	32,094.73	13,287.38	-18,807.35	-58.60%	189,166.08	101,564.21	-87,601.87	-46.31%
Total Surplus (Deficit):	-2,199,578.56	1,234,171.05	3,433,749.61	156.11%	-6,173,608.73	4,054,377.52	10,227,986.25	165.67%



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, August 5, 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 Pro Tem David Baskett
Place 1 LeAnn Durfey
Place 2 Gerald Cook
Place 3 Lonnie Reisman
Place 4 Dean Parr
Place 5 Maddie Smith
Place 7 Brandon Greenhaw
Place 8 Alan Nix

Others Attending:

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

Mayor Pro Tem Baskett called the Regular Meeting to order at 05:30 PM.

PLEDGES OF ALLEGIANCE

Councilman Lonnie Reisman led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Pastor David Whiteman, from Erath County Ministerial Alliance voiced the invocation.

CITIZENS GENERAL DISCUSSION

Julie Haringa of 450 Tab Street, Stephenville addressed the Council regarding Tab Street and a speed limit sign.

REGULAR AGENDA

1. Consider Acceptance of Resignation by Mayor Doug Svien

Mayor Pro Tem David Baskett opened the floor to Council to make comments of appreciation for Mayor Svien's dedicated service.

MOTION by Alan Nix, second by LeAnn Durfey, to accept the resignation from Doug Svien as Mayor as presented. MOTION Yes 8, No 0, Abstained 0.

2. Consider Approval of Order of Special Election for November 4, 2025

City Secretary Sarah Lockenour presented this item to the Council. With the resignation of Mayor Svien, we must order a Special Election for November 4, 2025, for the purpose of electing Mayor for an unexpired term.

MOTION by Alan Nix, second by Maddie Smith, to approve the Order of Special Election for November 4, 2025, as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

3. Consider Designation of a Tex-21 Voting Representative

City Manager Jason King presented this item to Council. With the resignation of Mayor Doug Svien, we must appoint a voting representative to the TEX-21.

MOTION by David Baskett, second by Gerald Cook, to appoint LeAnn Durfey as the City of Stephenville's TEX-21 Voting Representative as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

4. Consider Approval of an Ambulance Permit for Concord EMS

Fire Department Chief Robert Isbell presented the item to Council.

Pursuant to City Charter Chapter 114.04 (CHAPTER 114. - AMBULANCE AND EMERGENCY MEDICAL SERVICE, Sec. 114.04. - Private owned ambulance services), Concord EMS is applying to operate a non-emergency transfer service within the city limits of Stephenville. Staff recommends approving the EMS Permit for Concord EMS.

MOTION by Alan Nix, second by LeAnn Durfey, to approve the application from Concord EMS for an ambulance permit as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

5. Consider the City of Stephenville and SISD School Resource Officer (SRO) Annual Memorandum of Understanding 2025-2026.

Police Chief Dan Harris presented the item to Council.

The mission of the SRO program, under this agreement, is to place community policing officers in designated schools within SISD to build working relationships with schools, students, and parents; to address on-site security; to combat school violence; to provide drug abuse and crime prevention education; to serve as positive role-models for students; and to provide a direct link with the police department. This years' request is for (3) SRO Police Officers. One will be full-time this year and two will be filled via off-duty officer employment for coverage of the second and third SRO Police Officer assigned to SISD. This MOU is valid for the 2025-2026 school year. This month the SISD School Board will meet to approve the City of Stephenville and SISD SRO annual memorandum of understanding.

Staff recommends approval of the City of Stephenville and SISD School Resource Officer (SRO) Annual Memorandum of Understanding 2025-2026. The city will provide one patrol car for each SRO, uniforms and equipment along with required training. All personnel costs are the responsibility of SISD.

MOTION by Maddie Smith, second by Brandon Greenhaw, to approve the SRO MOU with Stephenville ISD as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

6. Consider Approval of HOT Funds Request for Cowboy Capital Pro Rodeo Association

City Manager Jason King presented this item to Council.

The Cowboy Capital Pro Rodeo Association has requested \$183,000 for 750 seats in stands at CCRPA arena from HOT funds. Chad Decker addressed the Council regarding the HOT funds request.

MOTION by LeAnn Durfey, second by Dean Parr, to approve the \$183,000 to CCPRA to build stands as presented.

Question called by Mr. Nix regarding the funding source.

MOTION by LeAnn Durfey, second by Dean Parr, to approve the \$183,000 from HOT funds to CCPRA to build stands as presented. MOTION Yes 7, No 1, Abstained 0.

7. Set the Maximum Proposed Tax Rate for 2025

City Manager Jason King presented this item to Council.

Staff is requesting Council to set the Maximum Proposed Tax Rate for 2025 at .4000 which will match the voter approval rate for next year.

MOTION by Alan Nix, second by Maddie Smith, to accept the Maximum Proposed Tax Rate for 2025 at .4000 as presented. MOTION CARRIED with the following roll call vote:

Place 1, LeAnn Durfey - yes
Place 2, Gerald Cook - yes
Place 3, Lonn Reisman - yes
Place 4, Dean Parr - yes
Place 5, Maddie Smith - yes
Place 7, Brandon Greenhaw - yes
Place 8, Alan Nix - yes

8. Set Date, Time, and Location of Public Hearing on Proposed Tax Rate for 2025

City Manager Jason King presented this item to Council.

Staff recommends setting the Public Hearing on the Proposed Tax Rate for 2025 as September 16, 2025, at 5:30 PM in the Council Chambers at City Hall, 298 W Washington St., Stephenville, Texas 76401.

MOTION by Gerald Cook, second by Lonn Reisman, to set the Public Hearing on the Proposed Tax Rate for 2025 as September 16, 2025, as presented. MOTION CARRIED Yes 7, No 0, Abstained 0.

9. **Consider Acceptance of Annual Comprehensive Financial Report for the Fiscal Year Ended September 30, 2024**

Finance Director Monica Harris presented the item to Council with Kim Knox from BMY.

MOTION by Alan Nix, second by Gerald Cook, to accept the Annual Comprehensive Financial Report for the Fiscal Year ending September 30, 2024, as presented. MOTION CARRIED
Yes 8, No 0, Abstained 0.

10. **Presentation of Citizens Budget Requests**

City Manager Jason King presented this item to Council.

We received one Citizen Budget request related to a dedicated agricultural facility. These will be considered during the Budget Hearings that are scheduled for the coming weeks.

PLANNING AND ZONING COMMISSION

11. **Consider Approval of an Ordinance Annexing 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**

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

On April 1, 2025, the City Council authorized the City Manager to proceed with the Annexation process. The required notice was issued and delivered by certified mail on May 2, 2025, to the Fort Worth and Western Railroad. The 61-day notice period has expired, and no objections were received.

MOTION by Gerald Cook, second by Brandon Greenhaw, to approve Ordinance No. 2025-O-20 Annexing a Portion of Railway as presented. MOTION Yes 8, No 0, Abstained 0.

12. **Application No.: PD 8927 and 8928**

Applicant Ryan Hill, Representing Quatro Soto Properties, LLC is Requesting a Rezone of property located at 640 N McCart, Parcel R33266, and 646 N McCart, Parcel R33265, being S5700 SHAPARD & COLLINS; BLOCK 11; LOTS 2B, 3 and 4, to the City of Stephenville, Erath County, Texas from Multifamily (R-3) to Planned Development (PD)

Director of Development Services Steve Killen presented the item to Council with Mr. Craig Barnes, representing the developer.

A Conceptual Plan was presented to the Planning and Zoning Commission for the 1.267-acre development on June 18, 2025. The applicant returned on July 16, 2025, and presented the development plan. is now requesting approval of the Development Plan and assignment of zoning to Planned Development.

The following development standards/deviations are summarized below as reflected in the project narrative.

REQUESTED

- 15.8 units/ac

STANDARD

- 14 units/ac

- Landscape plantings TBD by Owner
- One garage and one drive
- 1400 SF Lot
- 21 to 26' lot frontage
- 2000 SF living space minimum
- 2' setback front (Garages)
- 10' Rear setback
- 10' landscape buffer with privacy fence
- Roof deck at 35'
- Architectural elements 8' above roof deck
- 20' fire lane
- Open Space .27 acres
- Waive PL dedication
- Landscaping location TBD by Owner
- Approved Tree Species List
- Two spaces/unit
- 3000 SF Lot
- 30x100
- 800 SF Home
- 15' front
- 15' set back
- 20' landscape buffer
- Average of place height and ridge = 35'
- Building height= average of plate height and ridge of 35'
- 24 to 26' fire lane
- 15% of site = 19%
- Per door fee
- 30% of total shall be in front yard

The Planning and Zoning Commission convened on July 16, 2025, and voted 6-1 to recommend the City Council approve the rezone request and development plan.

13. PUBLIC HEARING

Application No.: PD 8927 and PD 8928

Mayor Pro Tem Baskett entered into a Public Hearing at 6:44 PM.

Craig Barnes of 8130 Shelton Drive, Fort Worth, Texas, spoke in favor of the rezoning.

Mayor Pro Tem Baskett closed the Public Hearing at 6:46 PM.

14. **Consider Approval of an Ordinance Rezoning Property Located at 640 N McCart, Parcel R33266 being S5700 SHAPARD & COLLINS; BLOCK 11; LOT 4, and 646 N McCart, Parcel R33265 being S5700 SHAPARD & COLLINS; BLOCK 11; LOT 2B and 3, to the City of Stephenville, Erath County, Texas from Multifamily (R-3) to Planned Development (PD)**

MOTION by Brandon Greenhaw, second by Dean Parr, to approve Ordinance No. 2025-O-21 rezoning property located at 640 N McCart and 646 N McCart as presented.

MOTION by Gerald Cook, second by Lonn Reisman, to amend the original motion to include denial of the waiver of Park Land Dedication Fees. MOTION amendment Yes 8, No 0, Abstained 0.

MOTION Yes 8, No 0, Abstained 0.

15. **Application No.: RZ 9012**

Applicant CCS Stephenville Properties, LLC., is Requesting the Assignment of Industrial Zoning for the Recently Annexed Property Located at 0 N US 281, Parcel R76680, being approximately 7.577 acres of the A0804 WILLIAMS M R Survey of the

City of Stephenville, Erath County, Texas

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

Parcel R76680 was voluntarily annexed on June 3, 2025 by the City Council as authorized by Chapter 43, Sec. 43.0671 of the Local Government Code. City ordinance Section 154.04.C requires the assignment of zoning within six-months of annexation.

The Planning and Zoning Commission convened on July 16, 2025, and by a unanimous decision of 7-0, recommend the City Council assign Industrial Zoning to Parcel R76680 and to approve the extension of ETJ and subsequent revision of the Stephenville 2050 Comprehensive Plan.

16. PUBLIC HEARING

Application No.: RZ 9012

Mayor Pro Tem Baskett entered into a Public Hearing at 6:51 PM.

No one spoke in favor or opposition regarding this annexation.

Mayor Pro Tem Baskett closed the Public Hearing at 6:52 PM.

17. Consider Approval of an Ordinance Assigning the Zoning of Industrial (I) for the Recently Annexed Property Located at 0 N US 281, Parcel R76680, being approximately 7.577 acres of the A0804 WILLIAMS M R Survey of the City of Stephenville, Erath County, Texas

MOTION by Gerald Cook, second by Brandon Greenhaw, to approve Ordinance No. 2025-O-22 as presented. MOTION Yes 8, No 0, Abstained 0.

DEVELOPMENT SERVICES COMMITTEE

18. Development Services Committee Report from July 15, 2025

Development Services Committee Chair Gerald Cook presented the Committee Report from July 15, 2025.

The Development Services Committee convened July 15, 2025 to consider the adoption of the COG amendments for the 2015 International Codes. After receiving information from staff on the history of this item, staff advised one of the most significant considerations relating to amendments centered around town-home construction. Adopting the amendments would continue the practice of not requiring fire sprinkler systems in town-home structures, while choosing to take no action would result in fire sprinkler systems being a requirement for town-home construction. After discussion, the Committee took no formal action to adopt the COG amendments.

NOMINATIONS COMMITTEE

19. Nominations Committee Report from July 15, 2015

Nominations Committee Chair Maddie Smith presented the Committee Report from July 15, 2025.

Agenda Item 1: CONSIDER APPROVAL OF REVISING MEETING REQUIREMENTS FOR ADVISORY BOARDS:

The committee met on July 15, 2025, to discuss the meeting requirements for the Advisory Boards with the discussion led by committee chair Maddie Smith.

Currently the following advisory boards, by ordinance, meet in accordance with the Texas Open Meeting Law.

- Airport Advisory Board
 - Sec. 32.04. - Meetings; attendance.
 1. Meetings. The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.
- Parks and Leisure Services Advisory Board
 - Sec. 32.24. - Meetings; attendance.
 1. Meetings. The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.
- Tourism and Visitors Bureau Advisory Board
 - Sec. 32.68. - Meetings; attendance.
 1. Meetings. The Board shall meet at least monthly in accordance with the Texas Open Meeting Law.
- Main Street Advisory Board
 - Sec. 32.04. - Meetings; attendance.
 1. Meetings. The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.
- Western Heritage Advisory Board
 - Sec. 32.04. - Meetings; attendance.
 1. Meetings. The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.
- Library Advisory Board
 - Sec. 32.38. - Meetings; attendance.
 1. Meetings. The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.

This requires agendas for the advisory boards to be posted 72 hours in advance of the scheduled meeting.

House Bill No. 1522 from the 89th Legislative Session, is changing the posting requirement from 72 hours prior to the scheduled meeting to three business days.

Staff believe this update in the requirement creates a hindrance on the citizen advisory boards.

MOTION by Alan Nix, second by Lonn Reisman, recommend to full Council to revise the meeting requirements for Advisory Boards to require all aspects of the Texas Open Meetings Act apart from the agenda posting requirements which will remain 72 hours prior to the meeting as presented. MOTION CARRIED Yes 4, No 0, Abstained 0.

Agenda Item 2: CONSIDER APPROVAL OF UPDATES TO THE COUNCIL RULES AND PROCEDURES:

The committee met on July 15, 2025, to discuss the meeting requirements for the Advisory Boards with the discussion led by committee chair Maddie Smith.

3.2 Special Meetings. Special meetings may be called by the Mayor or by a majority of the members of the Council. Any individual member may call a special meeting upon securing concurrence of four other members, whom he must personally contact and upon confirmation, each of the four concurring members must personally contact the City Secretary. Councilmembers may only state the reason for the called meeting when contacting other Councilmembers. No further discussion may take place regarding the subject(s) of the meeting.

*The call for a special meeting shall specify the day, the hour, and the location of the special meeting and shall list the subject or subjects to be considered. No special meeting shall be held until at least ~~seventy-two hours (72)~~ **three business days** after the call is issued. No item will placed on the agenda unless submitted to the City Manager at least twenty-four (24) hours prior to the posting of the called meeting agenda.*

*5.2 Agenda. The order of business of each council meeting shall be as contained in the agenda prepared by the City Secretary. The Agenda shall be delivered to members of the Council at least ~~seventy-two (72) hours~~ **three business days** preceding the meeting to which it pertains. The order of the agenda may be adjusted by the Mayor as situations warrant. The Mayor shall announce at the opening of the meeting any items which have been removed.*

The order of business of the City Council shall include a Consent Agenda. The Consent Agenda is used as a tool to help shorten council meetings. It contains routine items which are not controversial in nature and do not need further discussion. The Consent Agenda can be handled with one motion from the City Council, "I move that the Consent Agenda be approved as presented." If an item needs to be removed from the Consent Agenda and discussed separately, a typical motion to affect this might be, "I move that we approve the Consent Agenda Items "A" through "D" with the exception of Item "C".

Revise the Rules of Procedure related to the agenda posting requirements as it relates to the Open Meetings Act and House Bill No. 1522 from the 89th Legislative Session (attached). **These revisions would be effective September 1, 2025.**

MOTION by Alan Nix, second by LeAnn Durfey, to recommend to full Council to revise the Council Rules and Procedures effective September 1, 2025 as presented. MOTION CARRIED Yes 4, No 0, Abstained 0.

20. Consider Approval of Ordinance Revising Meeting Requirements for Advisory Boards

MOTION by Maddie Smith, second by LeAnn Durfey, to approve Ordinance No. 2025-O-23 as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

FINANCIAL REPORTS

22. Monthly Budget Report for the Period Ending June 30, 2025

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

In reviewing the financial statements ending June 30, 2025, the financial indicators are overall as or better than anticipated.

Property Tax Collections: We received \$34K in property taxes in the month of June, resulting in a \$417K increase over the funds collected last fiscal year to date. The amount collected is over 100% of the \$7.8 million budget, which is \$82K more than anticipated.

Sales and Use Tax: We received \$842K in sales tax in June, resulting in \$155K or 2% more than the funds collected last fiscal year to date. The amount collected is 79% of the \$9.4 million budget, which is \$418K higher than anticipated.

Revenue (by fund): Of the \$36.2 million revenue received to date, 58% was received in the General Fund, 26% was received in the Water/Wastewater Fund, 4% was received in the Landfill Fund, 3% was received in the Debt Service Fund, 3% was received in the Storm Water Drainage Fund, 2% was received in the Capital Projects Fund, and 2% in the HOT Fund.

Revenue (budget vs. actual): We received 85% of the total budgeted revenue through June, which is \$3 million more than anticipated due to taxes, licenses and permits, charges for services, interest income and other revenue.

Revenue (prior year comparison): We received \$245K less revenue through June than last fiscal year to date due to intergovernmental.

Expenditures (by fund): Of the \$33.3 million spent to date, 48% was expended in the General Fund, 36% was expended in the Water/Wastewater Fund, 4% was expended in the Storm Water Drainage Fund, 3% was expended in the Debt Service Fund, 3% was expended in the TIF Fund, and 3% was expended in the Landfill Fund.

Expenditures (budget vs. actual): We have expended 62% of the total budgeted expenditures through June, which is \$7.4 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures (prior year comparison): We spent \$7.3 million less on expenditures through June than last fiscal year to date due to capital outlay.

SEDA Revenue Comparison: SEDA has received an overall 79% of budgeted revenue through June, which is \$16K less than last fiscal year to date due to interest income and \$30K more than anticipated due to taxes.

SEDA Expenditure Comparison: SEDA has spent an overall 43% of budgeted expenditures through June, which is \$40K more than last fiscal year to date due to personnel and capital outlay and \$362K less than anticipated due to contractual, capital outlay, and grant disbursements.

21. Consider Approval of Updates to Council Rules and Procedures

MOTION by Alan Nix, second by LeAnn Durfey, to approve updates to Council Rules and Procedures as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

23. Quarterly Investment Report for the Period Ending June 30, 2025

Finance Director Monica Harris presented Quarterly Investment Report for the Period Ending June 30, 2025 as follows:

The City of Stephenville's total market value of cash and investments on June 30, 2025, was \$43,238,831. This is allocated 4% in demand accounts, less than 1% in cash/money market accounts, 6% in Certificates of Deposits, 36% in TexStar investment pool, and 54% in TexPool investment pool. Cash and investment accounts earned \$461K in interest for the quarter. The average yield to maturity for all account types for the quarter was 4.26%. The average yield to maturity for investment accounts for the quarter was 4.36%. The average yield to maturity for a 3-month treasury bill for the quarter was 4.23%. The average weighted maturity in days of the portfolio was 13.50 days.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

SEDA President and CEO Jeff Sandford opened with a recap of the day in history and a thank you to Mayor Doug Svien. Mr. Sandford presented an update on recent and upcoming openings in the community as well as restaurant statistics and current projects with marketing.

CONSENT AGENDA

24. Consider Approval of Minutes from July 1, 2025 - Regular City Council Meeting

25. Consider Approval of Minutes from July 15, 2015 - Special City Council Meeting

26. Consider Acceptance of the Chamberlin Improvements Project

27. Consider Acceptance of the Harbin Drive Improvements Project

MOTION by Brandon Greenhaw, second by Gerald Cook, to approve Consent Agenda as presented. MOTION CARRIED Yes 8, No 0, Abstained 0.

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

Mayor Pro Tem Baskett recessed the Regular City Council meeting at 7:28 PM and convened the Executive Session at 7:36 PM.

Mayor Pro Tem Baskett adjourned the Executive Session at 8:31 PM and reconvened the Regular City Council meeting at 8:32 PM.

28. **Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Manager**
29. **Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Municipal Judge**
30. **Section 551.087 Deliberation Regarding Economic Development Negotiations - Project PL**

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

28. Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Manager

MOTION by Brandon Greenhaw, second by Alan Nix, to authorize amending the City Manager's contract as discussed in Executive Session and authorize the Mayor Pro Tem to execute the amendment. MOTION CARRIED Yes 8, No 0, Abstained 0.

ADJOURN

Mayor Pro Tem Baskett adjourned the meeting at 08:33 PM.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Monday, August 11, 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 Pro Tem David Baskett
Place 1 LeAnn Durfey
Place 2 Gerald Cook
Place 3 Lonnie Reisman
Place 4 Dean Parr
Place 5 Maddie Smith
Place 7 Brandon Greenhaw
Place 8 Alan Nix

Council Absent:

Others Attending:

Jason King, City Manager
Sarah Lockenour, City Secretary

Mayor Pro Tem Baskett called the Regular Meeting to order at 05:31 PM.

EXECUTIVE SESSION

1. **Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Petition to Increase Stephenville Fire Department Employees' Salaries**

Mayor Pro Tem Baskett recessed the Special City Council meeting at 5:31:19 PM and convened the Executive Session at 5:33 PM.

Mayor Pro Tem Baskett called a recess at 6:39 PM and reconvened in Executive Session at 7:53 PM.

Mayor Pro Tem Baskett adjourned the Executive Session at 8:24 PM and reconvened the Special City Council meeting at 8:27 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

1. Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Petition to Increase Stephenville Fire Department Employees' Salaries

MOTION by Brandon Greenhaw, second by Alan Nix, to accept agreement with Committee of Petitioners regarding salaries upon terms discussed in Executive Session. MOTION Yes 8, No 0, Abstained 0.

ADJOURN

Mayor Pro Tem Baskett adjourned the meeting at 08:27 PM.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Monday, August 11, 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 Pro Tem David Baskett
Place 1 LeAnn Durfey
Place 2 Gerald Cook
Place 3 Lonn Reisman
Place 4 Dean Parr
Place 5 Maddie Smith
Place 7 Brandon Greenhaw
Place 8 Alan Nix

Council Absent:

Others Attending:

Jason King, City Manager
Sarah Lockenour, City Secretary

Mayor Pro Tem Baskett called the Regular Meeting to order at 08:33 PM.

REGULAR AGENDA

1. Discuss Proposed FY2025-2026 Budget

City Manager Jason King reviewed the revenue portion of the FY2025-2026 proposed budget.

ADJOURN

Mayor Pro Tem Baskett adjourned the meeting at 08:51 PM.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

CITY COUNCIL
MEETING MINUTES
BUDGET HEARING #2
AUGUST 18, 2025

CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Monday, August 18, 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 Pro Tem David Baskett
Place 1 LeAnn Durfey
Place 2 Gerald Cook
Place 3 Lonnie Reisman
Place 4 Dean Parr
Place 5 Maddie Smith
Place 7 Brandon Greenhaw
Place 8 Alan Nix

Others Attending:

Jason King, City Manager
Sarah Lockenour, City Secretary

Mayor Pro Tem David Baskett called the Regular Meeting to order at 05:32 PM.

REGULAR AGENDA

1. Discuss Proposed FY2025-2026 Budget

City Manager Jason King led the discussion on the proposed FY2025-2026 budget as follows:

- proposed pay plan
- overview of departmental budgets

Mayor Pro Tem Baskett called for a recess 6:59 PM and reconvened the Budget Hearing at 7:15 PM.

Mayor Pro Tem Baskett called for a recess at 8:36 PM and reconvened the Budget Hearing at 8:47 PM.

ADJOURN

Mayor Pro Tem Baskett adjourned the meeting at 09:29 PM.

David Baskett, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary



STAFF REPORT

SUBJECT: Award of Contract for Municipal Service Center Flooring – ITB 3342

MEETING: Regular Business Meeting September 2, 2025

DEPARTMENT: Purchasing

STAFF CONTACT: Rebecca Crosson

RECOMMENDATION:

It is the recommendation of the Purchasing Department that the Municipal Service Center Flooring project be awarded to Quality Flooring in the amount of \$42,854.87.

BACKGROUND:

Requests for bids were advertised and solicited for the Municipal Service Center Flooring project. Bids were opened August 21, 2025, at 2pm. A total of three (3) bids were received and reviewed to determine the best overall value for the project. Based on the submitted bids and materials, Quality Flooring was identified as providing the best value defined in Local Government Code 252.043.

FISCAL IMPACT SUMMARY:

The FY24-25 approved budget allocates \$70,000 for flooring renovations at the Municipal Service Center. The total expenditure for materials and installation amounts to \$42,854.87, leaving a positive balance of \$27,145.13.

Below is a tabulation of the bids received:

Quality Flooring	Stevens Flooring	Sullivan Contracting
\$42,854.87	\$40,215.89	\$58,656.45

Public Works

STAFF REPORT



SUBJECT: City Park Sewer Project
Project Acceptance

MEETING: Council Meeting – 02 SEP 2025

DEPARTMENT: Public Works

STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends acceptance of the above noted project as complete and requests authorization for the City Manager to issue final payment to the contractor.

BACKGROUND:

The City of Stephenville City Council awarded the contract for the above referenced project on January 7, 2025, for \$717,050.00 to Insituform Technologies, Inc. of Corinth, Texas. The contractor has completed the work in accordance with the plans and specifications.

FISCAL IMPACT SUMMARY:

The project was completed for \$652,257.00 of which \$609,669.15 has been paid to the contractor. The remaining balance of \$42,587.85 will be released to the contractor following formal project acceptance by the city council. An appropriate resolution is attached.

A recommendation for final payment has been received from the engineer of record. There are no identified outstanding issues and a signed Final Bills Paid Affidavit has been received.

Additionally, all known subcontractors have been contacted to confirm payment.

ATTACHMENT(S):

[Resolution No. 2025-XX](#)

RESOLUTION NO. 2025 - _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, TO ACCEPT THE CITY PARK SEWER PROJECT AND AUTHORIZE FINAL PAYMENT TO INSITUFORM TECHNOLOGIES, INC.; FINDING AND DETERMINING THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City of Stephenville entered into a unit price contract with INSITUFORM TECHNOLOGIES, INC. with a final estimated total cost of \$717,050.00; and

WHEREAS, the actual work was completed at a total cost of \$652,257.00 of which \$609,669.15 has been previously paid to the contractor, leaving an amount due of \$42,587.85; and

WHEREAS, the City has received an executed Final Bills Paid Affidavit from the Contractor and a recommendation of final payment from the Engineer of Record.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, THAT;

SECTION 1. The CITY PARK SEWER PROJECT is hereby accepted, and the City Manager is authorized to make final payment to the contractor.

SECTION 2. It is hereby officially found and determined the meeting which this resolution was passed was open to the public as required by law.

PASSED AND APPROVED this the 2th day of September 2025.

David Baskett, Mayor Pro-Tem

ATTEST:

Sarah Lockenour, City Secretary

Jason King, City Manager
Reviewed

Randy Thomas, City Attorney
Approved as to form and legality



STAFF REPORT

SUBJECT: Sigma Tactical Wellness

DEPARTMENT: Police

STAFF CONTACT: Dan M. Harris, Jr.

RECOMMENDATION:

It is recommended that the City Council approve the expenditure of \$34,188 for onsite cardiac scanning services for 37 individuals at a per-person cost of \$924.

BACKGROUND:

The City of Stephenville budgeted \$36,000 for the cardiac screening of police officers and dispatchers and is committed to supporting the health and wellness of its first responders. Early detection of potential cardiac conditions can significantly reduce the risk of severe health incidents, improve employee well-being, and lower long-term healthcare costs.

Sigma Tactical Wellness performs on-site cardiac screen for police officers and first responders. They have pioneered a novel system of cardiometabolic screening which incorporates advanced cardiovascular biomarker detection, cardiac imaging, and cardiopulmonary exercise testing to identify coronary disease before it becomes symptomatic.

FISCAL IMPACT SUMMARY:

The amount of \$34,188 is less than the budgeted \$36,000 dollars for this program.

ALTERNATIVES

Sigma Tactical Wellness Delivery Proposal

Sigma Tactical Wellness, in conjunction with Telemed2U, has pioneered a novel system of cardiometabolic screening and treatment. Our unique program incorporates cutting-edge technology and proactive medical treatment to identify and address the number one killer of men and women in law enforcement: coronary heart disease.

Our state-of-the-art program utilizes inflammatory biomarker detection, vascular imaging, and exercise testing to identify early-onset coronary disease in public safety personnel. The SIGMA methodology has been proven superior to population-based risk stratification and coronary calcium scoring.

Unlike other programs that offer screening alone, SIGMA provides a comprehensive solution. Once an officer is identified as being at high risk for a cardiac event, they are promptly seen by one of our highly trained providers, and medical treatment is initiated without delay. This approach not only identifies those at risk but also actively reduces the likelihood of a heart attack or cardiovascular event.

This model is vital— the average age of a police officer who suffers a heart attack is just 46, and the life expectancy of uniformed personnel is over 22 years shorter than the general population. Published data show that between ages 55 and 60, the risk of heart attack death is 1.6% for civilians but 56% for police officers.

Through our aggressive screening and treatment protocols, early heart disease markers have been detected in otherwise fit-appearing individuals as young as 30. Once identified, disease progression can be halted—but only with immediate action.

Components of Sigma Tactical Wellness:

Vascular Imaging

Carotid ultrasound is used to identify plaque, a surrogate marker for coronary artery disease. Sigma Tactical Wellness employs cutting-edge ultrasound systems for precise detection.

Cardiac Biomarker Analysis

Standard statistical models like Framingham Risk Score fail to detect high-risk individuals in law enforcement. Similarly, coronary artery calcium scoring misses many. SIGMA is the only program tailored to public safety that uses advanced cardiac inflammatory biomarkers—an evidence-based, peer-reviewed approach.

Metabolic Analysis with Exercise and Nutritional Modification

Clients undergo cardiopulmonary exercise testing (CPET), which measures functional capacity, ischemia, and resting metabolic status. Officers receive tailored guidance to improve fitness, mental focus, and weight management through personalized nutrition and exercise recommendations.

Medical Evaluation

Participants receive a comprehensive consultation with a physician or advanced practice provider to review results and outline a treatment plan. Each officer gains a clear understanding of their risk and actionable steps to improve health and career longevity.

Treatment

SIGMA stands apart by offering treatment. After diagnostics, clients consult with a cardiac advanced practice provider. Care plans may include medications, lifestyle changes, and targeted supplements. This approach saves lives, keeps officers on duty, and reduces departmental costs.

Deployment Plan:

HeartStart+ | \$399

- Advanced lipid panel
- Cardiac inflammatory biomarker analysis
- Asynchronous NP/PA consultation
- Live Telehealth visit for treatment initiation

OnSite+ | \$924

- All HeartStart+ components, plus:
- Carotid ultrasound
- CPET
- Exercise specialist consultation

SIGMA 360 | \$874 + \$20/month per person

- All OnSite+ components, plus:
- 90-day follow-up testing and consultation
- Unlimited live Telehealth access to:
- Cardiology providers
- Endocrinology providers (obesity, diabetes, thyroid, hypertension)
- Nutritionists for custom plans and monitoring

Estimated Cost Savings:

In a cohort of 200 officers:

- 100 may have coronary disease
- 80–160 may be clinically obese
- 60 may have undiagnosed hypertension/diabetes

Assuming 10% of those with plaque suffer a heart attack over 5 years:

- Cost: \$4.5M to \$7.5M (CALEA estimates \$450K–\$750K per event)

Add \$1.22M in obesity-related costs (Society of Actuaries, 2019).

Total savings: \$5.7M to \$8.7M over 5 years.

Insurance Impact:

A Colorado Workers' Comp Plan has documented a significant reduction in worker's compensation claims, now subsidizing over 70% of screening costs for its members.

The City of Corpus Christy has seen an over 70% reduction in cardiovascular claims in those officers participating in SIGMA's screening plan.

In Summary:

Sigma Tactical Wellness has successfully screened and treated over 25,000 officers and firefighters nationwide. Our advanced, proactive approach reduces cardiovascular and metabolic disease while driving down insurance and departmental costs.

SIGMA: Identify the risk. Engage the threat. Protect the heart.