



City Council
Regular Meeting

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

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

1. Consider Approval of Police Department and Fire Department Laptops
2. Consider Approval of Purchase of Dronesense Software Package for Stephenville Police Department
3. Consider Approval of Award for ITB #3351 — TDEM Generator
4. Consider Award of the Lillian 1.5 MG Ground Storage Tank Project
5. Consider Approval of Resolution for Financing of the Lillian 1.5 Million Gallon Ground Storage Tank
6. Consider Award of the 2025 City Park Sewer Improvements Project

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

7. Application No.: RZ 9272

Applicant Lee Bristow, Representing Summer Moon Equity, is Requesting a Rezone for Property Located at 957 Frey, Parcel R32202, being BLK 1, Lot 2B of the Kight Second Addition to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to Multifamily (R-3)

8. Public Hearing

Application No. RZ 9272

9. Consider Approval of Ordinance Rezoning Property Located at 957 Frey, Parcel R32202, being BLK 1, Lot 2B of the Kight Second Addition to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to Multifamily (R-3)

10. Application No.: A 9119

Applicant Earl Ingram, Representing South Texas Cement, LLC., is Requesting the Assignment of Industrial Zoning (I) for the Recently Annexed Property Known as 365 CR 177, Parcel R78588, Being Approximately 5.01 acres of the A0804 WILLIAMS M R Survey of the City of Stephenville, Erath County, Texas. With the assignment of zoning, the Commission is Requested to Recommend Extension of the ETJ and Subsequent Revision of the Stephenville 2050 Comprehensive Plan

11. **Public Hearing**
Application No. A 9119
12. **Application No.: A 9119**

Consider Approval of Ordinance Assigning Industrial Zoning (I) for the Recently Annexed Property Known as 365 CR 177, Parcel R78588, Being Approximately 5.01 acres of the A0804 WILLIAMS M R Survey of the City of Stephenville, Erath County, Texas
13. **Committee Assignment 11192025**

The Development Services Committee has Tasked the Commission with the Review and Subsequent Recommendation Regarding the Home Occupation Guidelines of Section 154.03 of the Zoning Ordinance
14. **Public Hearing**
Committee Assignment 11192025
15. **Committee Assignment 11192025**

Provide Recommendation Regarding the Home Occupation Guidelines of Section 154.03 of the Zoning Ordinance

DEVELOPMENT SERVICES COMMITTEE

Gerald Cook, Chair

16. Committee Report from November 18, 2025
17. Consider Approval of Recommendations for the Community Steering Committee

PARKS AND LEISURE SERVICES COMMITTEE

Lonn Reisman, Chair

18. Committee Report from November 18, 2025
19. Consider Approval of Donations in Lieu of Library Fines
20. Consider Approval of NYC 3 Scoreboard

NOMINATIONS COMMITTEE

Maddie Smith, Chair

21. Committee Report from November 18, 2025
22. Consider Approval of Nominations for Citizen Boards and Commissions

FINANCIAL REPORTS

Monica Harris, Director of Finance

23. Monthly Budget Report for the Period Ending October 31, 2025

CONSENT AGENDA

24. Consider Approval of Minutes from November 4, 2025 - Regular Meeting
25. Consider Approval of Minutes from November 18, 2025 - Special Meeting
26. Consider Renewal of Annual Street Renovation Materials ITB 3333
27. Consider Approval of Auction Items

28. Consider Authorization to Continue Third Party Review Services
29. Consider Approval of Contractual Payment on the Taser 10's Purchased Last Budget Year.

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

30. **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**
31. **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 Secretary**
32. **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 Attorney**

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

EXECUTIVE SESSION NOTICE

Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.

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



STAFF REPORT

SUBJECT: Police Department and Fire Department laptops

DEPARTMENT: Administrative Services (IT)

STAFF CONTACT: James Wiley

RECOMMENDATION:

Purchase a total of 26 new Dell ruggedized laptops for Police and Fire. We will also purchase 22 new docks to allow the new laptops to be mounted in Police and Fire vehicles.

BACKGROUND:

These computers will replace aging Panasonic laptops that are at end of life and cannot run Windows 11.

FISCAL IMPACT SUMMARY:

The cost is anticipated to be a total of \$72,130.44 and is below the amount budgeted for FY 2026.

ALTERNATIVES

Continue to use old laptops and lose CJIS (Criminal Justice information Systems) compliance.



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Dec. 18, 2025**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote No.	3000196483659.1	Sales Rep	Stephen Hooper
Total	\$20,121.86	Phone	1(800) 4563355
Customer #	38849552	Email	Stephen.Hooper@dell.com
Quoted On	Nov. 18, 2025	Billing To	JAMES WILEY
Expires by	Dec. 18, 2025		CITY OF STEPHENVILLE
	OMNIA-National		298 W WASHINGTON
Contract Name	Cooperative Purchasing		STEPHENVILLE, TX 76401-4257
	Alliance (NCPA)		
Contract Code	C000001019611		
Customer Agreement #	NCPA 01-143		
Deal ID	29527576		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Stephen Hooper

Shipping Group

Shipping To	Shipping Method
JAMES WILEY CITY OF STEPHENVILLE 298 W WASHINGTON ST STEPHENVILLE, TX 76401-4257 (254) 918-1297	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Advanced Ports; Triple RF; DS-DELL-431-3	\$846.79	6	\$5,080.74
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Standard Ports; DS-DELL-435	\$577.84	16	\$9,245.44
Havis Lind 120W Power Supply	\$263.44	22	\$5,795.68

Subtotal:	\$20,121.86
Shipping:	\$0.00
Non-Taxable Amount:	\$20,121.86
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$20,121.86
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Shipping Group Details

Shipping To	Shipping Method
JAMES WILEY CITY OF STEPHENVILLE 298 W WASHINGTON ST STEPHENVILLE, TX 76401-4257 (254) 918-1297	Standard Delivery

	Unit Price	Quantity	Subtotal
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Advanced Ports; Triple RF; DS-DELL-431-3	\$846.79	6	\$5,080.74
Estimated delivery if purchased today: Dec. 26, 2025 Contract # C000001019611 Customer Agreement # NCPA 01-143			

Description	SKU	Unit Price	Quantity	Subtotal
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Advanced Ports; Triple RF; DS-DELL-431-3	AD163104	-	6	-

	Unit Price	Quantity	Subtotal
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Standard Ports; DS-DELL-435	\$577.84	16	\$9,245.44
Estimated delivery if purchased today: Dec. 19, 2025 Contract # C000001019611 Customer Agreement # NCPA 01-143			

Description	SKU	Unit Price	Quantity	Subtotal
Havis Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330 Notebooks; Standard Ports; DS-DELL-435	AD163115	-	16	-

	Unit Price	Quantity	Subtotal
Havis Lind 120W Power Supply	\$263.44	22	\$5,795.68
Estimated delivery if purchased today: Jan. 09, 2026 Contract # C000001019611 Customer Agreement # NCPA 01-143			

Description	SKU	Unit Price	Quantity	Subtotal
Havis Lind 120W Power Supply	AD163121	-	22	-

		Subtotal:	\$20,121.86
		Shipping:	\$0.00
		Estimated Tax:	\$0.00
		Total:	\$20,121.86

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All products, pricing, and other information is based on the latest information available and is subject to change for any reason, including but not limited to tariffs imposed by government authorities. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Dec. 18, 2025**.

You can download a copy of this quote during checkout.

Place your order

Quote Name:	(26) Dell Pro Rugged 14 RB14250	Sales Rep	Stephen Hooper
Quote No.	3000196484568.1	Phone	1(800) 4563355
Total	\$52,008.58	Email	Stephen.Hooper@dell.com
Customer #	38849552	Billing To	JAMES WILEY
Quoted On	Nov. 18, 2025		CITY OF STEPHENVILLE
Expires by	Dec. 18, 2025		298 W WASHINGTON
	State of Texas Department		STEPHENVILLE, TX 76401-4257
Contract Name	of Information Resources (TX DIR)		
Contract Code	C000001269299		
Customer Agreement #	DIR-CPO-5792		
Deal ID	29527576		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Stephen Hooper

Shipping Group

Shipping To	Shipping Method
JAMES WILEY CITY OF STEPHENVILLE 298 W WASHINGTON ST STEPHENVILLE, TX 76401-4257 (254) 918-1297	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Pro Rugged 14 RB14250	\$2,000.33	26	\$52,008.58

Subtotal:	\$52,008.58
Shipping:	\$0.00
Non-Taxable Amount:	\$52,008.58
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$52,008.58
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Shipping Group Details

Shipping To	Shipping Method
JAMES WILEY CITY OF STEPHENVILLE 298 W WASHINGTON ST STEPHENVILLE, TX 76401-4257 (254) 918-1297	Standard Delivery

	Unit Price	Quantity	Subtotal
Dell Pro Rugged 14 RB14250	\$2,000.33	26	\$52,008.58
Estimated delivery if purchased today: Dec. 03, 2025 Contract # C000001269299 Customer Agreement # DIR-CPO-5792			

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Rugged, RB14250 XCTO	210-BNNG	-	26	-
Intel R Core TM Ultra 5 125U (12 MB cache, 12 cores, up to 4.30 GHz, 15W)	379-BFTK	-	26	-
Windows 11 Pro	619-BBQD	-	26	-
Intel R Core TM Ultra 5 125U (12 MB cache, 12 cores, up to 4.30 GHz, 15W)	338-CQVF	-	26	-
16GB: 2 X 8 GB, DDR5, 5600, Non-ECC, SoDIMM	370-BCGC	-	26	-
512GB PCIe NVMe 2230 SSD	400-BSFN	-	26	-
14" Touch, FHD 1920x1080, 60Hz, WVA, Anti-Glare, 1100nit, Low Blue Light, IR camera, Passive Pen	391-BJNQ	-	26	-
FHD HDR IR Camera + Microphone, Touch Display, WLAN/WWAN/GPS antenna	319-BBLD	-	26	-
5G Qualcomm(R) Snapdragon(TM) X62 Global 5G (DW5932e), eSIM capable, AT&T	556-BFRR	-	26	-
Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, MU-MIMO, Bluetooth® 5.3 wireless card	555-BLHY	-	26	-
Wireless Intel AX211 WLAN Driver	555-BLJD	-	26	-
Core Ultra 5 non-vPro CPU Label, Gen 14th	389-FJFB	-	26	-
English US Rugged RGB Single Point backlit Copilot key keyboard	583-BMJG	-	26	-
No Fingerprint reader, no Smartcard reader	346-BLBK	-	26	-
65W AC adapter, USB Type-C	492-BDTG	-	26	-
E4 C5 black Power Cord 1M, US	470-BCRH	-	26	-
Primary 3 Cell 53.5 Whr ExpressCharge Capable Battery	389-FJFG	-	26	-
Battery Airbay Cover	325-BFXD	-	26	-
Service and Support Guide MUI for DAO (English, French, Multi)	340-DSGW	-	26	-
Quick setup guide, WW	340-DRXV	-	26	-
No Resource USB Media	430-XYPF	-	26	-
ME Disable - Manageability	631-BBYT	-	26	-
ENERGY STAR Qualified	387-BBLW	-	26	-
EPEAT Gold with Climate+	379-BFWZ	-	26	-
Dedicated u-blox NEO-M9N GPS Card	540-BFLV	-	26	-

Mix Shipment, Dell Pro Rugged 14 RB14250	340-DSCG	-	26	-
Standard Shipment, VS	800-BBZV	-	26	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	26	-
No additional TBT-4/Type-C port	325-BFXT	-	26	-
Additional rear USB 3.2 Type-A port	590-TFPW	-	26	-
Intel Responsiveness Technologies Driver	409-BCYL	-	26	-
Rigid Handle	750-BBMM	-	26	-
No Additional Software	658-BFOH	-	26	-
Custom Configuration	817-BBBB	-	26	-
Docking POGO connector with Antenna Passthru, WLAN+WWAN+GPS antenna	452-BDZH	-	26	-
ProSupport Plus: Next Business Day Onsite, 3 Years	713-0299	-	26	-
Dell Limited Hardware Warranty Initial Year	713-0305	-	26	-
ProSupport Plus: Accidental Damage Service, 3 Years	713-0317	-	26	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	713-0318	-	26	-
ProSupport Plus: 7X24 Technical Support, 3 Years	713-0339	-	26	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	26	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	26	-
Dell Additional Software	634-CVYV	-	26	-

Subtotal:	\$52,008.58
Shipping:	\$0.00
Estimated Tax:	\$0.00
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For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

ITEM REPORT

To: City Council

From: Dan Harris, Chief

Subject: Consider Approval of Purchase of Dronesense Software Package for Stephenville Police Department

Department/Office: Police Department

Summary:

In July of 2025 the council approved the purchase of two aerial drones for use by the police department. The drones have been utilized by the department to improve public safety during large and small events throughout the city. The department budgeted for the utilization of the associated software to better integrate the drones during their use. The budgeted amount for this software subscription was \$7400. The quote for this software package is \$6600 which is less than the budgeted amount.

Recommended Action:

This report recommends the purchase of the Dronesense software package to improve the capability of department aerial drones.

Budget:

The amount of \$6600 is less than the annual budgeted amount for this purchase.

Attachments:

1. Stephenville Police Department - TX - Updated Quote

Stephenville Police Department - TX - Updated Quote

Quote created: November 10, 2025 Reference: 20251110-173920010

Stephenville Police Department - TX

Colby Stone

cbstone@stephenvilletx.gov

2544853633

Comments

Subscription term begins on date of signed agreement



Item & Description	SKU	Quantity	Unit Price	Total
Class 2 UAS License Class 2 UAS License DJI Matrice 200, 300, 350, and 30/T series, Autel Max 4T/N Empower your team with the Class 2 UAS software license for DroneSense, the comprehensive drone / program management and collaboration platform. Streaming with unlimited viewers and pilots. Share live streams with internal teams or cooperating agencies, providing critical bird's-eye views to save time, resources, and lives.	DSC2	1	\$2,900.00 / year	\$2,900.00 / year for 5 years
Class 1 UAS License Class 1 UAS License DJI Mavic, Autel, and Parrot (Enterprise sUAS) Empower your team with the Class 1 UAS software license for DroneSense, the comprehensive drone / program management and collaboration platform. Streaming with unlimited viewers and pilots. Share live streams with internal teams or cooperating agencies, providing critical bird's-eye views to save time, resources, and lives.	DSC1	1	\$1,700.00 / year	\$1,700.00 / year for 5 years

Item & Description	SKU	Quantity	Unit Price	Total
Geospatial Package Note: DJI V5 Android sUAS supported. A/R is not supported on all drones at this time. Please check with your sales rep for compatibility. Import basemap orthomosaic layers and share them with your entire team, ensuring field pilots have the latest data for enhanced situational awareness.	DSGEOPK	1	\$2,000.00 / year	\$2,000.00 / year for 5 years
DroneSense Support Initial setup and online training, 24/7 technical support via tickets & phone as outlined in Terms and Conditions, and fair use storage on DroneSense cloud. Product training webinars and software maintenance.	DSS	1	\$0.00 / year	\$0.00 / year for 5 years

Annual subtotal	\$6,600.00
Total	\$6,600.00

Signature

Each of the undersigned represents that he or she is fully authorized to enter into this Agreement and agrees to the attached Terms and Conditions.

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

If sending a PO, please copy and paste the bold text below onto your PO.

“This Purchase Order references Quote No. 20251110-173920010 and is governed by and incorporates the quote and the Platform Terms & Conditions at dronesense.com/terms-and-conditions (the “Agreement”). Capitalized terms have the meanings in the Agreement unless otherwise stated. By signing, Customer represents and warrants that (a) it has read, understands, and agrees to the Agreement, and (b) has full authority to do so. If signed before the referenced quote expires, this Purchase Order is deemed accepted by DroneSense upon Customer’s signature.”

Colby Stone
cbstone@stephenvilletx.gov

[sig|req|signer1]

This quote expires on February 8, 2026

This quote is subject to and incorporates by reference the Platform Terms & Conditions located at dronesense.com/terms-and-conditions (the "Agreement"). All capitalized terms used in this quote have the meanings stated in the Agreement, unless stated otherwise. By signing this quote, each party represents and warrants that: (a) it has read and understands the Agreement that is incorporated by reference to this quote and agrees to be bound by the terms of the Agreement, (b) it has full power and authority to accept the Agreement and this quote, and (c) this quote constitutes a valid and binding obligation on the part of both parties and no additional purchase order or other purchasing document is required.

Questions? Contact me



Marcos Martinez

Inside Sales Representative

marcos.martinez@dronesense.com

737.393.7387

DroneSense

2028 E Ben White Blvd #240-4502

Austin TX 78741

United States

SUBJECT: ITB 3351 – TDEM HMGP Generator Turnkey Install

DEPARTMENT: Finance

STAFF CONTACT: Rebecca Crosson

RECOMMENDATION:

The Purchasing Manager recommends all bids submitted be rejected.

BACKGROUND:

The City applied for the Hazard Mitigation Grant Program (HMGP), DR 4586, Texas Severe Winter Storms through the Texas Division of Emergency Management (TDEM) on November 2, 2021, and was awarded \$83,532.83 on January 16, 2025. This grant was to be utilized for the installation of an emergency generator at Stephenville City Hall.

To ensure compliance with all FEMA/TDEM grant terms and conditions, bids were solicited for the turnkey installation of the generator. Bids were received and opened at 2pm on November 14, 2025 from two vendors: McDonald Electric, Inc. and Texan Municipal & Industrial. The lowest bid submitted was from McDonald Electric, Inc., at \$217,469.00.

FISCAL IMPACT SUMMARY:

The total approved sub-grant amount was \$83,532.83, with federal obligation of \$75,179.55 and local obligation of \$8,353.28. With the current grant award, the local obligation would increase to \$142,289.45 to meet the difference.

STAFF REPORT

SUBJECT: Lillian Pump Station – 1.5MG Ground Storage Tank – Award Recommendation
MEETING: Regular Business Meeting - 02 DEC 2025
DEPARTMENT: Public Works – Water
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends award of the New Lillian Pump Station Ground Storage Tank Project to DN Tanks, LLC for the construction of a 1.5 million gallon potable water ground storage tank as approved in the adopted FY25-26 budget.

BACKGROUND:

On November 6, 2025, the City of Stephenville opened bids for the above referenced project. Two bids were received. The low bid of \$3,182,906.00 was received from DN Tanks, LLC of Grand Prairie, Texas and the second bid of \$3,209,250.00 was received from Preload, LLC of Louisville, Kentucky.

FISCAL IMPACT SUMMARY:

\$3,000,000 was specifically appropriated in the FY25-26 budget with a debt service amount of \$700,000 for this project. See the staff report from the Finance Department in Item 5 of the agenda.

ATTACHMENTS:

Attached is a copy of the Award Recommendation Letter from the Engineer of Record with Provenance Engineering, LLC.
[Award Recommendation Letter – Provenance Engineering](#)



November 21, 2025

Mr. Nick Williams, PE
Director of Public Works
City of Stephenville
298 W. Washington St.
Stephenville, TX 76401

Subject: New Lillian Pump Station Ground Storage Tank Project – Bid Award Recommendation

Dear Mr. Williams:

Bids were received Thursday, November 6, 2025, and publicly read for the New Lillian Pump Station Ground Storage Tank project. Two pre-qualified tank builders submitted bid proposals with each contractor providing a bid bond. The Provenance Engineering team has reviewed the bids for conformance and completeness. The detailed bid tabulation, including Provenance's approximate OPCC values for comparison, is enclosed in Attachment A.

The submitted bid proposal includes mobilization/demobilization, site work, construction of a new ground storage tank, all other work necessary for completion and operation, and cash allowances for miscellaneous construction and materials testing. Additive alternate bid items were included for excavation of unsuitable soils and a video surveillance system.

The Engineer's opinion of probable construction cost submitted by Provenance during the Final Design phase was \$2,968,000.00 for the base bid (Items 1 through 6) and Provenance's OPCC for the alternative bid items was \$57,250.00. DN Tank submitted the low bid with a total base bid price of \$3,119,306.00 and a total alternative bid price of \$3,182,906.00. Provenance Engineering recommends the city accept the total alternative bid from DN Tanks of \$3,182,906.00, with the potential of deductive adjustments during the construction phase as needed.

The bid prices exceeded the OPCC by 5% primarily in the site work and all other work categories, which encompass subgrade excavation and electrical components.

We recommend proceeding with award and construction to avoid future cost increases due to inflationary trends and increases in material cost volatility risks.

As DN Tanks was a prequalified bidder for this project and with DN Tanks having recently, successfully constructed a tank at the Airport Pump Station, no additional reference checks or phone interviews were necessary. It is our recommendation that the City of Stephenville enter into contract with DN Tanks to construct the New Lillian Pump Station Ground Storage Tank project.

Sincerely,

Kent Riker, P.E.
President
Provenance Engineering LLC

Enclosures



STAFF REPORT

SUBJECT: Consider Approval of Resolution Regarding a Financing Agreement for the Purpose of Constructing the Lillian 1.5 MG Ground Storage Tank

DEPARTMENT: Finance

STAFF CONTACT: Monica D. Harris

RECOMMENDATION:

Staff are requesting the Council to approve a resolution for financing in the amount of \$3 million for the construction of the Lillian 1.5 MG Ground Storage Tank for five years at an estimated rate of 4.911% with the first payment due at signing, then annually thereafter.

BACKGROUND:

During budget preparation, Public Works requested the construction of the Lillian 1.5 million gallon ground storage tank in the amount of \$3 million to be funded through debt service.

Government Capital Corporation provided options for five years with the first payment due at one year, at signing, or at six months then annually thereafter with an estimated rate of 4.911%. Hilltop Securities was also contacted to provide information for tax anticipatory notes for five and seven years.

FISCAL IMPACT SUMMARY:

Approving the resolution will allow the City Manager to obligate the City to estimated debt service payments this year and for the next four years in the amount of \$658,863.72. The amount budgeted for the debt service for this project is \$700,000.

ALTERNATIVES

Not approve the resolution and pursue other financing options.



November 21, 2025

Mrs. Monica Harris
City of Stephenville
254-918-1218
mharris@stephenvilletx.gov

Dear Mrs. Harris,

Thank you for the opportunity to present proposed financing for City of Stephenville. I am submitting for your review the following proposed structure:

ISSUER:	City of Stephenville, TX
FINANCING STRUCTURE:	Public Property Finance Contract issued under Local Government Code Section 271.005
EQUIPMENT COST:	\$ 3,000,000
TERM:	5 Payments
INTEREST RATE:	4.911%
PAYMENT AMOUNT:	\$ 691,225.49
PAYMENTS BEGINNING:	One year from signing, annually thereafter
TERM:	5 Payments
INTEREST RATE:	4.911%
PAYMENT AMOUNT:	\$ 658,863.72
PAYMENTS BEGINNING:	At signing, annually thereafter
TERM:	5 Payments
INTEREST RATE:	4.911%
PAYMENT AMOUNT:	\$ 675,401.64
PAYMENTS BEGINNING:	6 months from signing, annually thereafter

Financing for these projects would be simple, fast and easy due to the fact that:

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

Stephanie Cates

Stephanie Cates
SVP Client Services
Main: 817-421-5400

RESOLUTION NO. 2025-R-XX

A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE PURPOSE OF FINANCING A 1.5 MILLION GALLON WATER GROUND STORAGE TANK.

WHEREAS the City of Stephenville desires to enter into a certain Financing Agreement, by and between Government Capital Corporation and the City of Stephenville, for the purpose of financing a 1.5 million gallon water ground storage tank; and

WHEREAS the City of Stephenville desires to designate this Agreement as a "qualified tax-exempt obligation" of the City of Stephenville for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended; and

WHEREAS the City of Stephenville desires to designate the City Manager as an authorized signer of the Agreement.

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

SECTION 1.

That the City of Stephenville enters into a Financing Agreement with Government Capital Corporation for the purpose of financing a 1.5 million gallon water ground storage tank.

SECTION 2.

That the Financing Agreement, by and between the City of Stephenville and Government Capital Corporation is designated by the City of Stephenville as a "qualified tax-exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

SECTION 3.

That the City of Stephenville designates the City Manager, as an authorized signer of the Financing Agreement, by and between the City of Stephenville and Government Capital Corporation as well as any other ancillary exhibit, certificate, or documentation needed for the Contract.

SECTION 4.

That should the need arise, if applicable, the City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

PASSED AND APPROVED this the 2nd day of December, 2025.

Lonnie Reisman, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

STAFF REPORT



SUBJECT: 2025 City Park Sewer Improvements
MEETING: Regular Business Meeting – 02 DEC 2025
DEPARTMENT: Public Works – Wastewater
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends award of the 2025 City Park Sewer Improvements Project to B&L Construction Company of Hico, TX.

BACKGROUND:

On December 9, 2024, a sinkhole opened in the northern Rec Hall parking lot adjacent to Long Street due to a collapse of a 21-inch clay sanitary sewer line, located approximately 10-feet under the parking lot pavement. The sinkhole has been covered with a steel plate, and the parking lot will remain blocked until the new sewer line is installed, and the sinkhole cavity is filled.

The City Council awarded a contract to relocate the 21-inch sanitary sewer line to the south side of the Rec Hall on January 7, 2025. That project was completed and formally accepted on September 2, 2025.

PROJECT:

The proposed project is the second step to re-open the Rec Hall parking lot. The proposed sewer improvements include the abandonment of the existing, failed 21-inch clay sewer pipe under the northern Rec Hall parking lot by filling the pipe and sinkhole cavity with compressed low strength grout material.

The proposed sewer improvements also include reconstruction of the existing sewer manhole located within the driveway at the northwest corner of the Rec Hall and installation of approximately 80-feet of 15-inch sewer pipe to connect to an existing manhole on the west side of the drainage ditch located on the west side of the Rec Hall. The improvements are necessary to address additional under-pavement cavities found near the existing manhole and pipe.

The Rec Hall Parking lot paving can be carried out following completion of these remaining emergency sewer repairs.

The project design was completed in-house and a favorable award recommendation, copy attached, has been received from Michael Shelton, P.E., City Engineer.

FISCAL IMPACT SUMMARY:

The approved FY25-26 budget did not specifically allocate funds for this project; however, \$125,000 in capital funds, originally allocated for flow metering system improvements and the headworks bar screen housing at the wastewater treatment plant, will be reallocated to address this emergency repair project. The remaining \$1,670 will come from reserves or project cost savings.

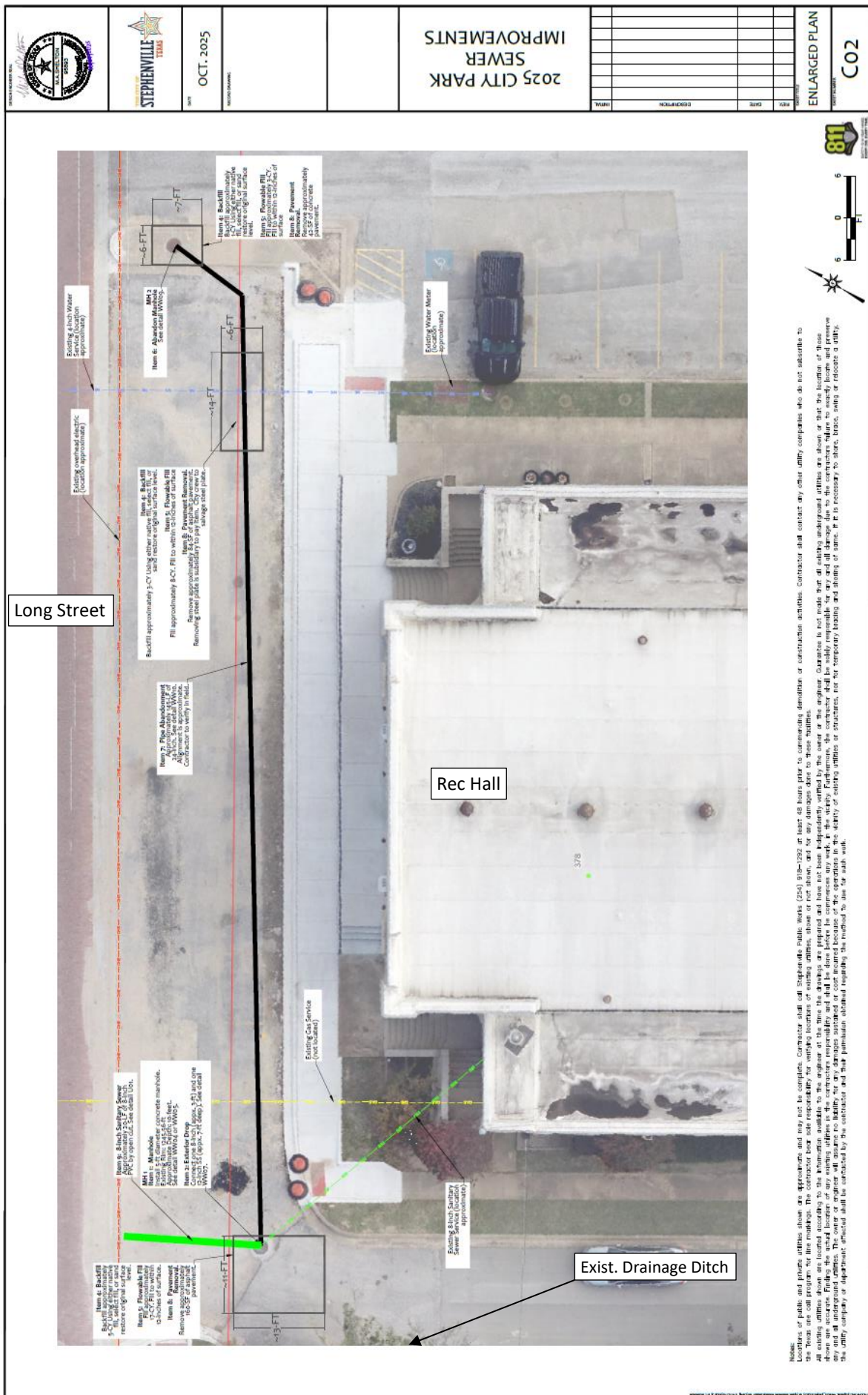
The project construction cost is \$126,670.00.

ATTACHMENTS:

[Location Exhibit](#)

[Recommendation Letter from City Engineer](#)

[2025 City Park Sewer Improvements – B&L Construction Company Bid – \\$126,670.00](#)



November 18, 2025

Mr. Nick Williams, PE, CFM
City of Stephenville, Texas
298 W. Washington Street
Stephenville, TX 76401

RE: 2025 City Park Sewer Improvements
Recommendation Letter and Bid Tabulation

Dear Mr. Williams,

On November 18, 2025, the City of Stephenville, Texas received bids for the 2025 City Park Sewer Improvements project. The following bids were received:

<u>Bidder</u>	<u>Base Bid</u>	<u>Calendar Days to Substantial Completion</u>
B&L Construction Company	\$126,670.00	90

B&L Construction Company (Hico, Texas) is the apparent low bidder for this project. The City Engineer's office reviewed the apparent low bidder's qualifications and has verified that the Contractor's bonding company is licensed in the State of Texas. Based on review of the references, B&L Construction Company is the lowest responsive bidder and the City Engineer's office recommends award of the contract to B&L Construction Company.

The detailed bid tabulation for this project is enclosed as Attachment A. A copy of the contractor references is enclosed as Attachment B.

Please contact me if you require any further information.

Sincerely,

CITY OF STEPHENVILLE, TEXAS



Michael Shelton, PE, AICP
City Engineer

cc: Barbara Horton, P.E., CFM, City of Stephenville Assistant Director of Public Works – bhorton@stephenvilletx.gov
Rebecca Crosson, City of Stephenville Purchasing Manager – rcrosson@stephenvilletx.gov

file: p:\public works\template\40_procurement\55_bid tabulation and recommendation\2025_11-18 bid recommendation letter.docx

ATTACHMENT A

Bid Tabulation

Owner: **City of Stephenville, Texas**

Project: **2025 City Park Sewer Improvements**

Date: **November 18, 2025 @ 2:00 P.M.**

Order Bids Were Opened				Bidder 1	
Bidder Name				B&L Construction Company (Hico, Texas)	
Item	Description	EST QTY	UNIT	UNIT COST	ITEM COST
1	Manhole	1	EA	\$ 25,000.00	\$ 25,000.00
2	Exterior Drop	2	EA	\$ 6,500.00	\$ 13,000.00
3	15-inch Sanitary Sewer	80	LF	\$ 250.00	\$ 20,000.00
4	Backfill	9	CY	\$ 220.00	\$ 1,980.00
5	Flowable Fill	28	CY	\$ 275.00	\$ 7,700.00
6	Abandon Manhole	8	EA	\$ 3,500.00	\$ 28,000.00
7	Pipe Abandonment	340	LF	\$ 50.00	\$ 17,000.00
8	Pavement Removal	286	SF	\$ 15.00	\$ 4,290.00
9	8-inch Sanitary Sewer	20	LF	\$ 200.00	\$ 4,000.00
10	Mobilization	1	LS	\$ 1,000.00	\$ 1,000.00
11	Traffic Control	1	LS	\$ 1,500.00	\$ 1,500.00
12	Trench Safety	1	LS	\$ 3,200.00	\$ 3,200.00
				Total Base Bid:	\$ 126,670.00



STAFF REPORT

SUBJECT: Case No.: RZ 2025-9272

Applicant Lee Bristow, representing Summer Moon Equity, is requesting a Rezone for property located at 957 Frey, Parcel R32202, being BLK 1, Lot 2B of the Kight Second Addition to the City of Stephenville, Erath County, Texas from (R-1), Single-Family Residential, to (R-3), Multifamily.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

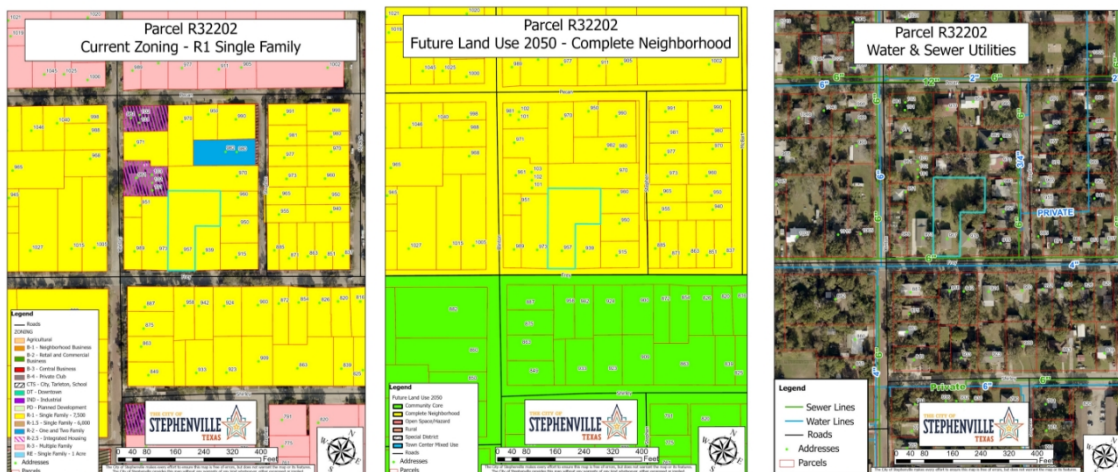
The Planning and Zoning Commission convened November 19, 2025, and by a vote of 7-0, recommended the City Council deny the rezone request.

BACKGROUND:

Mr. Bristow is requesting R-3 zoning listing on his application for the construction of “townhome style, energy efficient housing.” Staff contacted Mr. Bristow and explained Townhomes require R-2.5 zoning. The decision was to leave as a request for R-3 zoning given the type of construction and density desired.

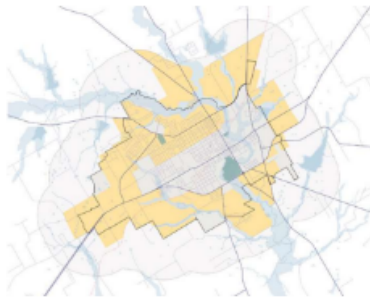
Future Land Use is Complete Neighborhood, and the intended project would be considered appropriate for this designation. GIS is showing this portion of Frey to have an approximate 44’ of Right-of-Way; therefore, additional dedication may be required at the time of development. The flag-shaped lot has 75’ of frontage and a depth of approximately has 224’. Contours indicate the property is flat, with adjacent sewer being as shallow as 30” but as deep at 56.”

PROPERTY PROFILE:



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.



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.

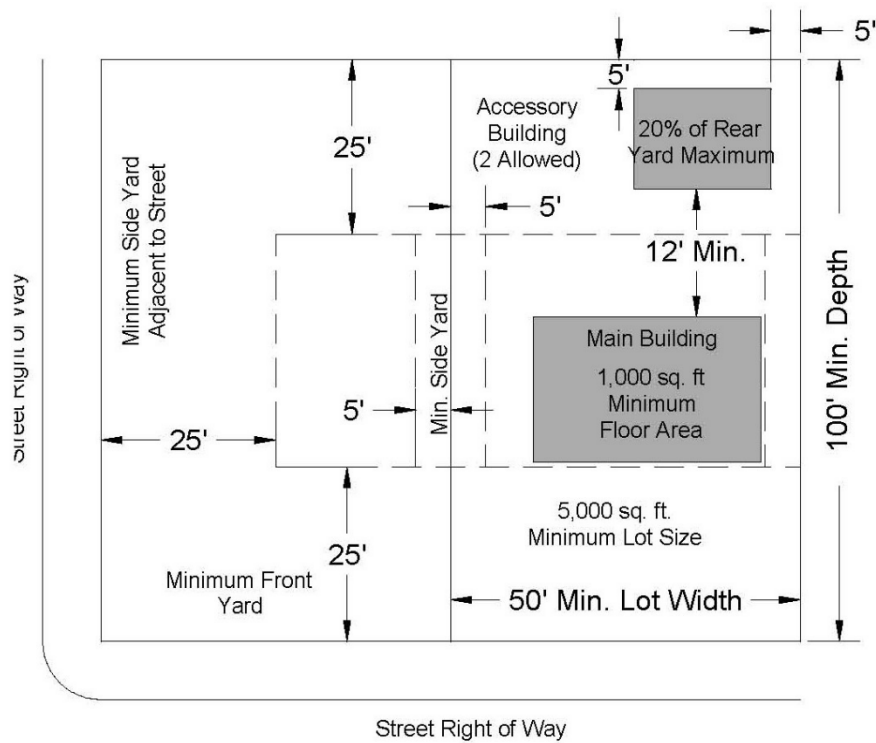
5.6.C Conditional Uses.

- (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.D Height, Area, Yard and Lot Coverage Requirements.

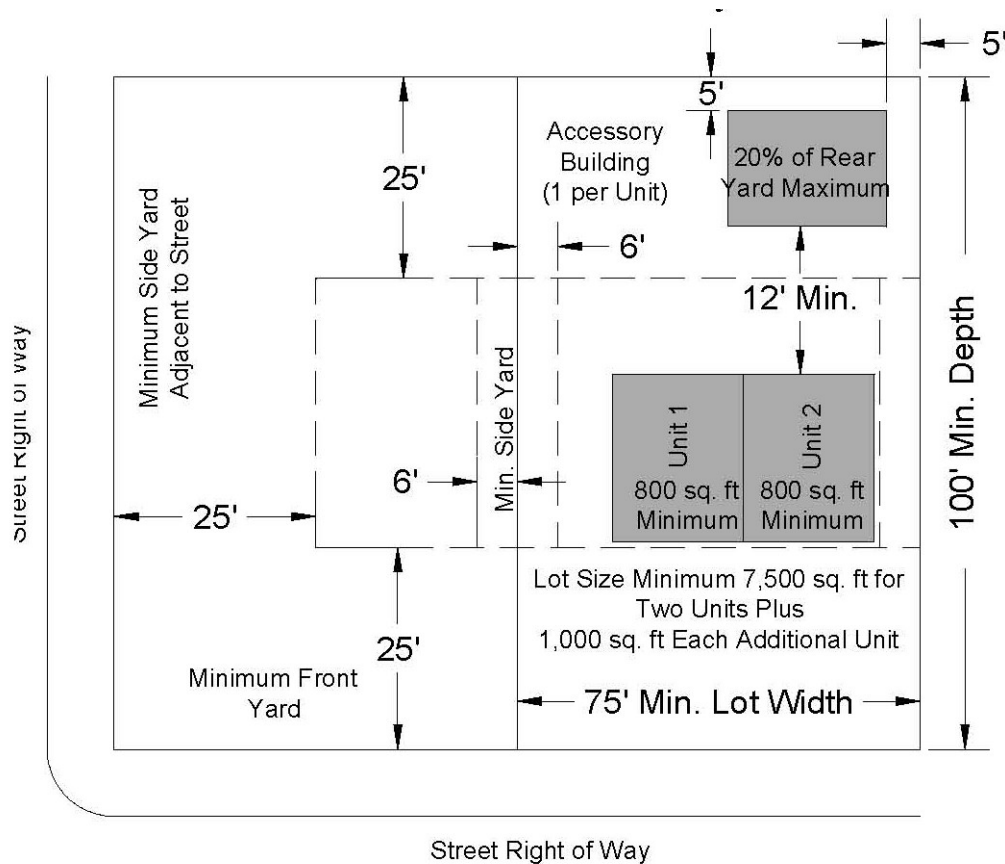
(A) *Single family dwelling.*

- (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.



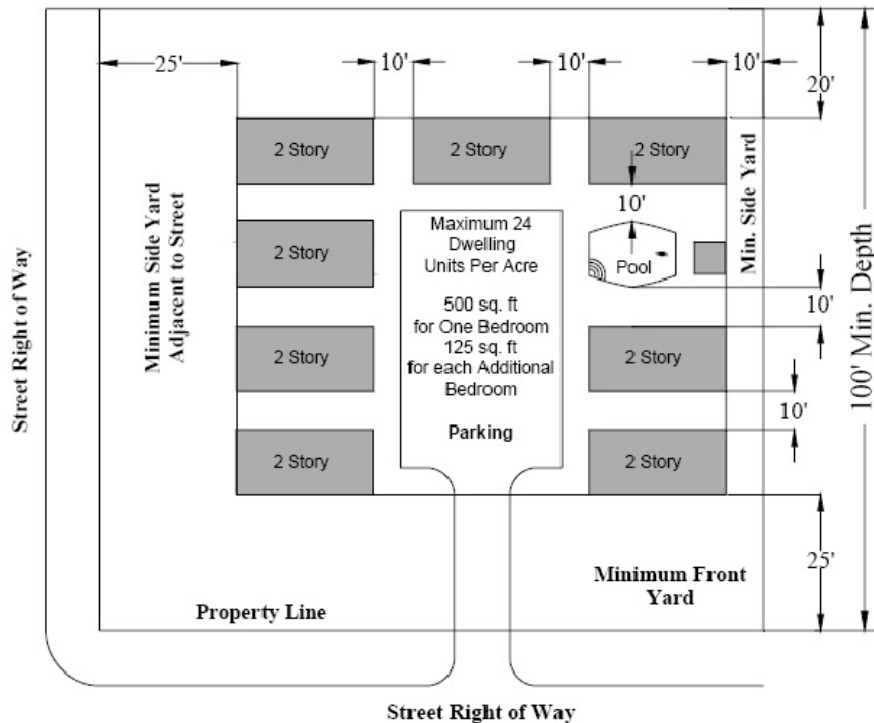
(C) *Reserved.*

(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:

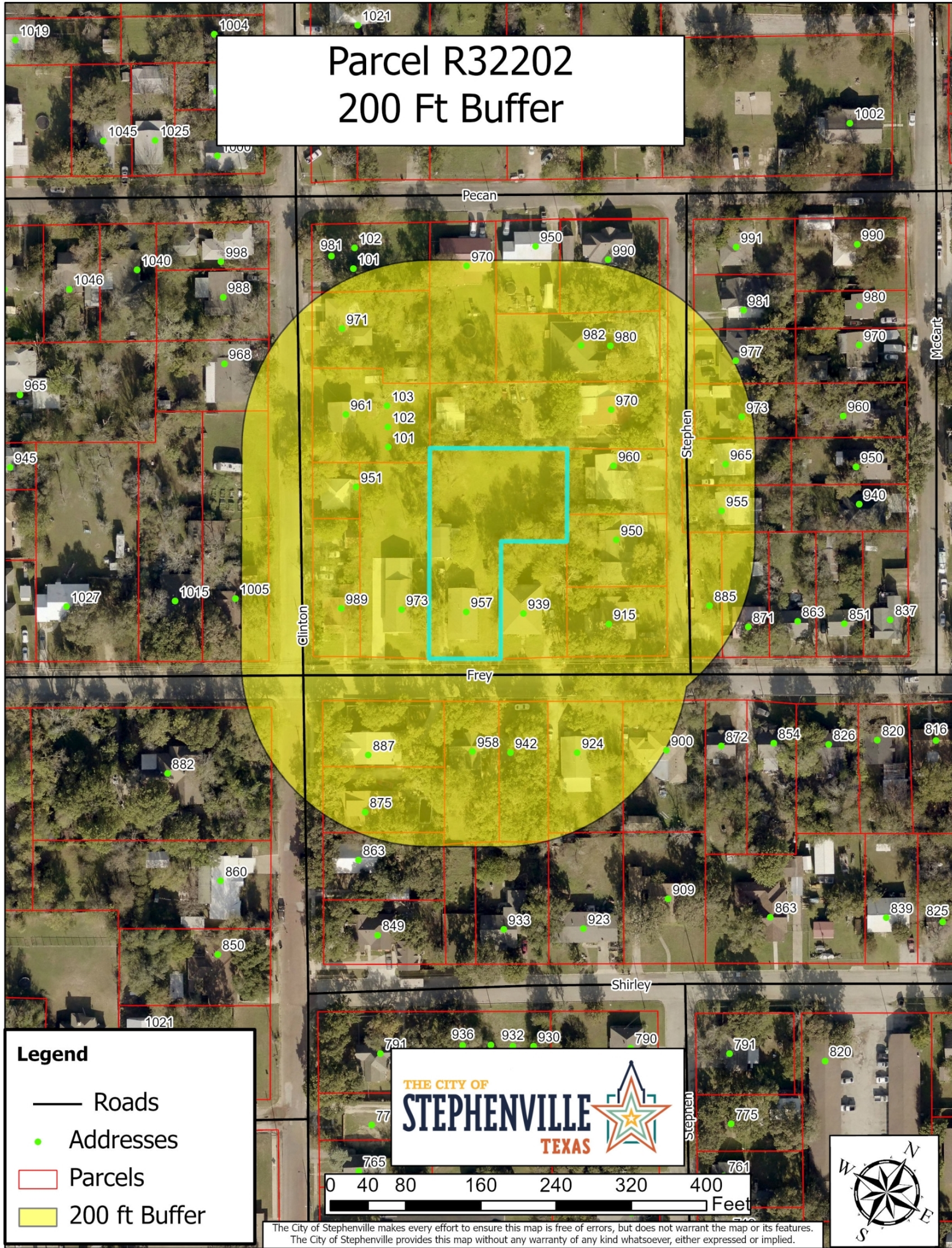
- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel – is land large enough and in property location for 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 and deny the rezone request.
- 2) Approve the rezone request.

Parcel R32202

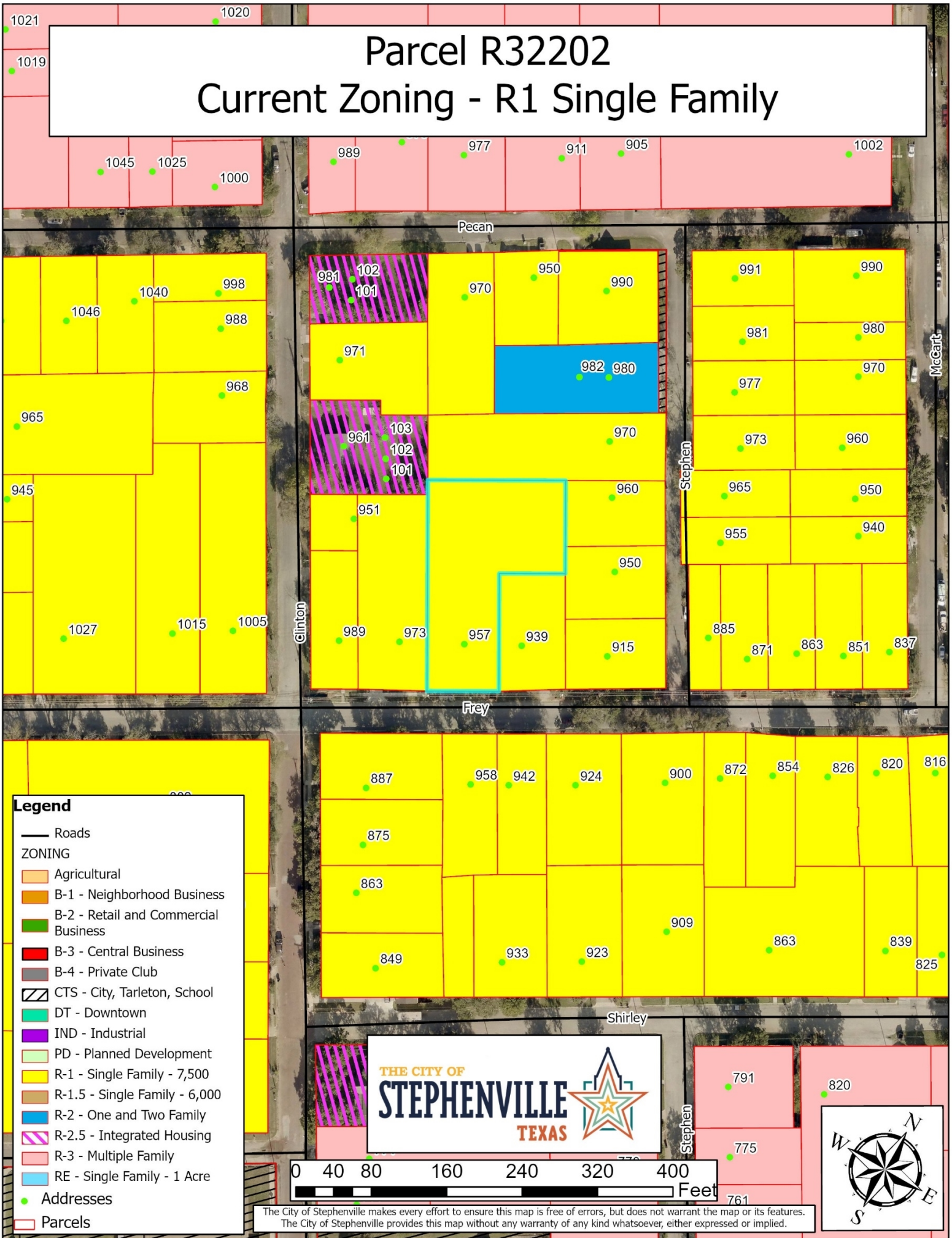
200 Ft Buffer



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.

Parcel R32202

Current Zoning - R1 Single Family

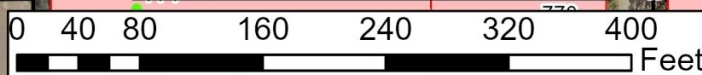


Legend

— Roads

ZONING

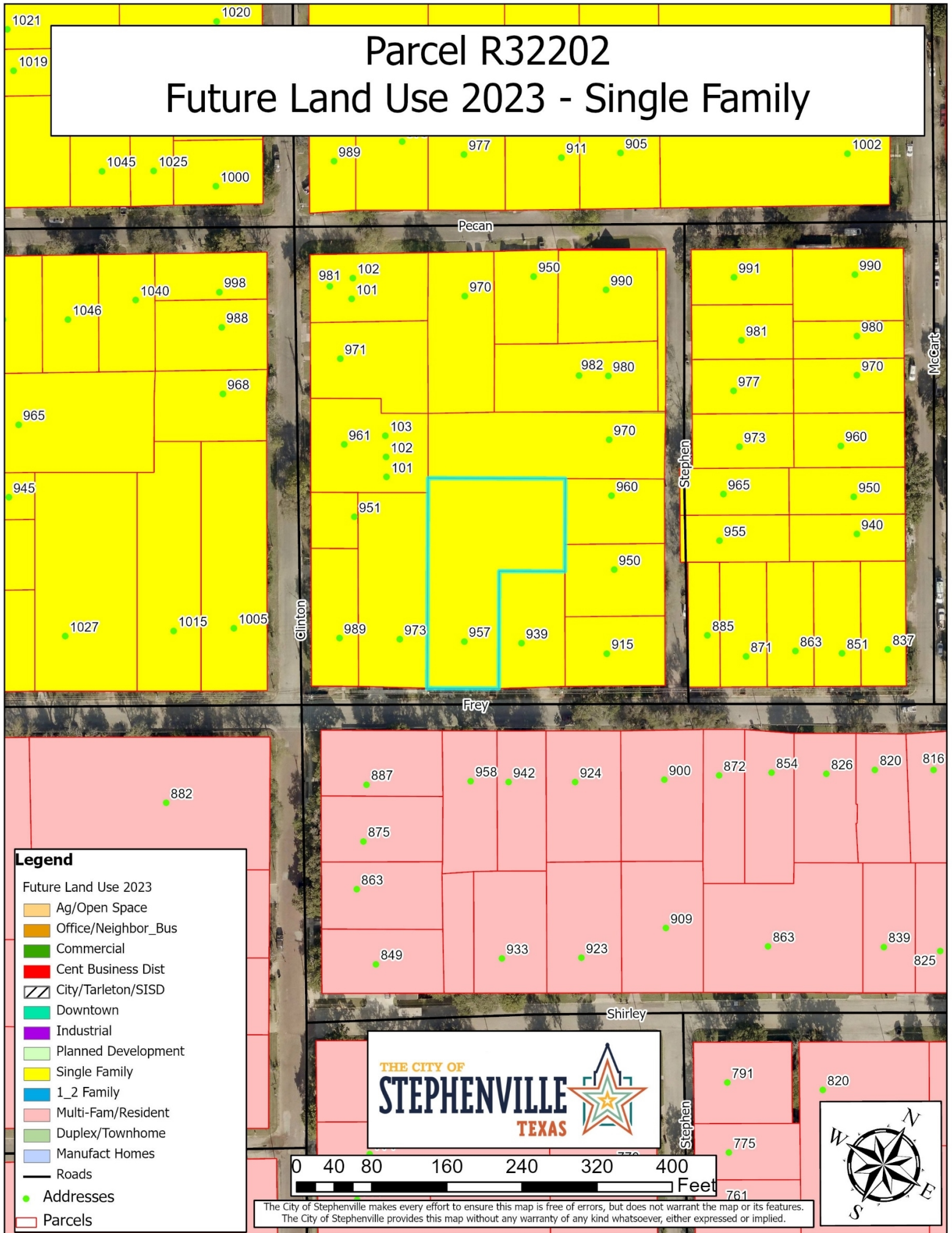
- Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-2.5 - Integrated Housing
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
- Addresses
- Parcels



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.

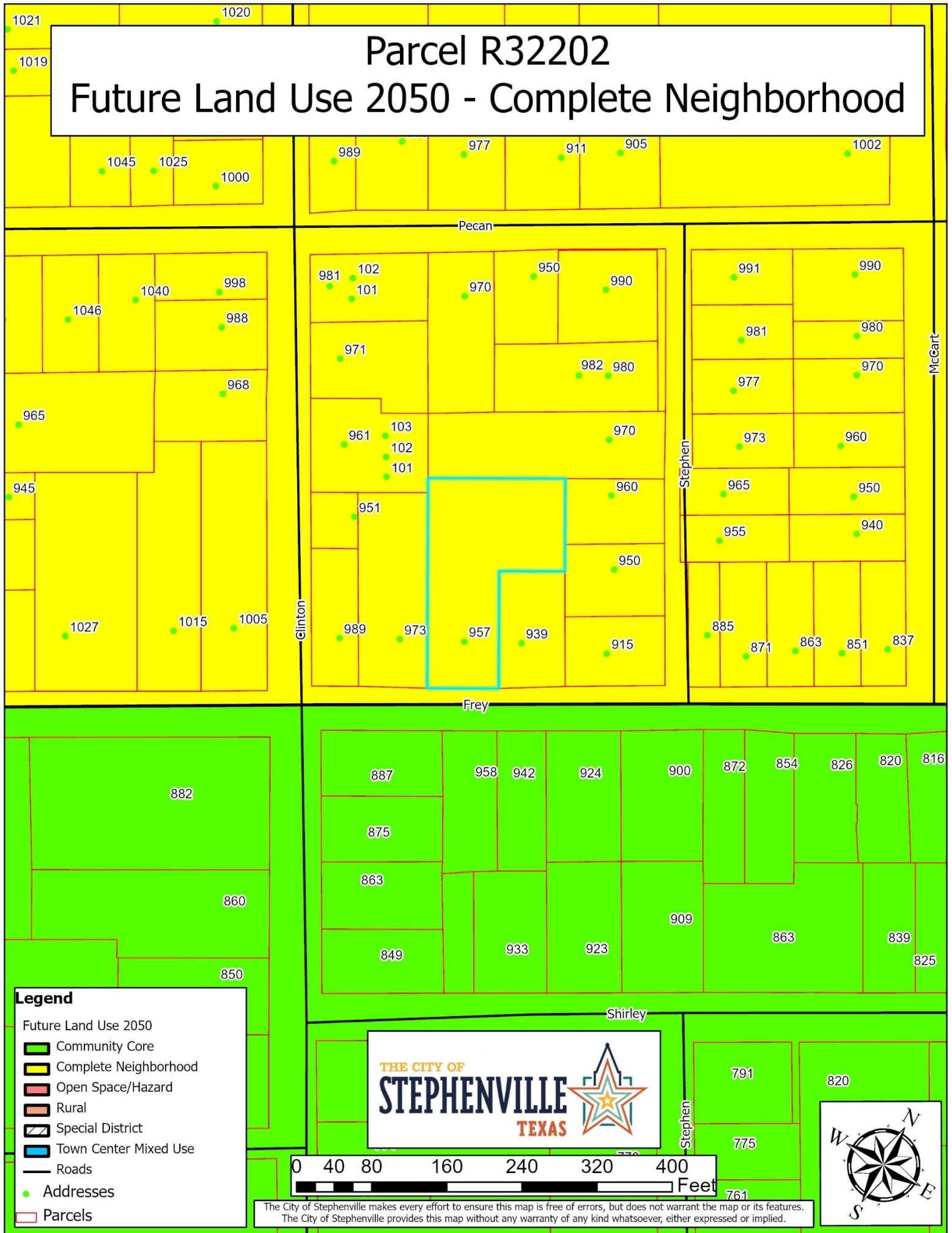
Parcel R32202

Future Land Use 2023 - Single Family



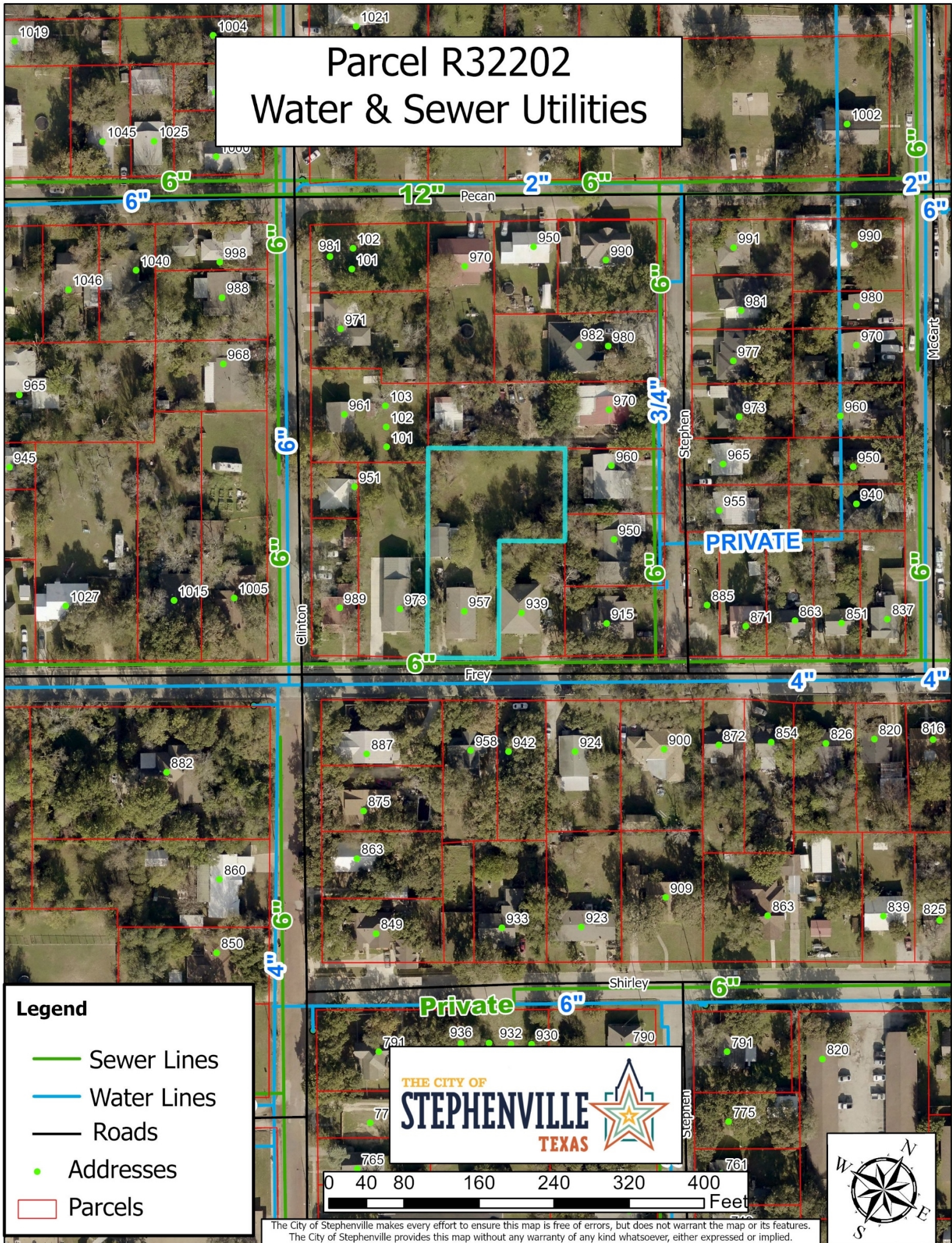
Parcel R32202

Future Land Use 2050 - Complete Neighborhood



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Parcel R32202 Water & Sewer Utilities



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.

Parcel R32202

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000028786	955 STEPHEN	ARTHUR MATTHEW L & CHERANE L ARTHUR	3770 GUENTHER RD	LA GRANGE	TX	78945
R000033311	900 FREY	BAKER J CLAIRE	900 W FREY	STEPHENVILLE	TX	76401
R000033314	958 FREY	BALL OLIVIA & ASHTON BALL	958 W FREY	STEPHENVILLE	TX	76401
R000033313	942 W FREY	BARRERA ROBERTO ARAMBULA	942 W FREY	STEPHENVILLE	TX	76401
R000032223	989 FREY	BOONE SHARON	9603 MUIRFIELD DR	GRANBURY	TX	76049-4478
R000030045	970 W PECAN	BORJON ERICK & CINDY	970 W PECAN ST	STEPHENVILLE	TX	76401
R000077403	0 STEPHEN & PECAN ST	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000033317	935 SHIRLEY	COUNCIL ALTON B & DIANA J	933 SHIRLEY	STEPHENVILLE	TX	76401
R000033315	933 SHIRLEY	COUNCIL ALTON BILLIE & DIANA JOHNST	933 W SHIRLEY	STEPHENVILLE	TX	76401-0000
R000030046	990 STEPHEN	DILLON BRANDY LEIGH & MATTHEW BLAKE DILLON	7743 FM879	PALMER	TX	75152
R000032217	968 N CLINTON	FAIR LONDON AND WILLIAM FAIR	968 N CLINTON	STEPHENVILLE	TX	76401
R000030047	950 W PECAN	FRAGA MARIANA LOZANO	950 W PECAN	STEPHENVILLE	TX	76401
R000032206	960 N STEPHEN	GRAY PATRICIA A AND CONNIE ANNETTE CARRINGTON	960 N STEPHEN	STEPHENVILLE	TX	76401
R000032203	939 FREY	HALL MARY	115 N GRAHAM #202	STEPHENVILLE	TX	76401
R000033323	863 CLINTON	HANGIN G LAND & CATTLE CO LLC	PO BOX 39	DUBLIN	TX	76446
R000028778	977 N STEPHEN	KAYLOR FAMILY TRUST	465 DAWSON RD	WAXAHACHIE	TX	75167
R000033325	923 SHIRLEY	KITCHENS JOEL	923 W SHIRLEY	STEPHENVILLE	TX	76401
R000077402	980 STEPHEN	KOLB JOHN H & JILL ELIZABETH KOLB	237 QUAIL RUN	AZLE	TX	76020
R000028779	973 STEPHEN	LEGACY TRUST	PO BOX 1827	STEPHENVILLE	TX	76401
R000032221	951 CLINTON	MATAI MAURO CONCEICAO	1400 WESTWOOD CT	STEPHENVILLE	TX	76401
R000033322	875 N CLINTON	MCEACHRAN GINA RENEE	875 N CLINTON	STEPHENVILLE	TX	76401
R000032201	970 STEPHEN	PEREZ EMILIO	970 STEPHENS	STEPHENVILLE	TX	76401
R000032205	950 N STEPHEN	PIDGEON CONNIE	450 STONERIDGE TRL	WEATHERFORD	TX	76087-4411
R000033318	887 N CLINTON	PURVIS TARA ASHLEY TOWNS	887 N CLINTON	STEPHENVILLE	TX	76401
R000032200	973 FREY	RENFIELD LLC	115 N GRAHAM, SUITE A	STEPHENVILLE	TX	76401
R000032204	915 FREY	RENFIELD, LLC	115 N GRAHAM, STE 200	STEPHENVILLE	TX	76401
R000033324	924 FREY	RESENDIZ JONATHAN CHAINE & OTONIEL CHAINE	924 W FREY	STEPHENVILLE	TX	76401
R000032220	971 CLINTON	SANCHEZ LEILANI	971 N CLINTON ST	STEPHENVILLE	TX	76401
R000032218	1005 FREY	SCHMID JOHN & VALERIE J SCHMID	1005 W FREY	STEPHENVILLE	TX	76401
R000030048	981 CLINTON	SOLID ACE HOLDINGS, LLC	16134 S US377	DUBLIN	TX	76446
R000030788	882 CLINTON	SULT GREGORY R & KELLY M	882 N CLINTON	STEPHENVILLE	TX	76401-0000
R000032222	961 CLINTON	SUMMER MOON EQUITY, LP	189 RETA	STEPHENVILLE	TX	76401
R000032202	957 FREY	SUMMER MOON EQUITY, LP	189 RETA	STEPHENVILLE	TX	76401
R000028785	965 STEPHEN	TEVIS WYATT DANIEL	965 N STEPHEN	STEPHENVILLE	TX	76401
R000028783	885 FREY	TXW HOLDINGS LLC	PO BOX 386	BUELLTON	CA	93427
R000028782	871 FREY	TXW HOLDINGS LLC	PO BOX 386	BUELLTON	CA	93427
R000028777	981 STEPHEN	YANCEY KENNON DAVIS & VICTORIA ELISABETH YANCEY	981 N STEPHEN AVE	STEPHENVILLE	TX	76401

ORDINANCE NO. 2025-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED SINGLE-FAMILY RESIDENTIAL (R-1) TO MULTIFAMILY (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:

957 Frey, Parcel R32202, being BLK 1, Lot 2B of the Kight Second Addition to the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Single-Family Residential (R-1) to Multifamily (R-3) in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 2ND day of December 2025.

Lonn Reisman, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

STAFF REPORT



SUBJECT: Application No.: A 9119

Applicant Earl Ingram, representing South Texas Cement, LLC., is requesting the assignment of Industrial Zoning for the recently annexed property known as 365 CR 177, Parcel R78588, being approximately 5.01 acres of the A0804 WILLIAMS M R Survey of the City of Stephenville, Erath County, Texas. With the assignment of zoning, the Commission is requested to recommend extension of the ETJ and subsequent revision of the Stephenville 2050 Comprehensive Plan.

DEPARTMENT: Development Services
STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

The Planning and Zoning Commission convened November 19, 2025, and by a unanimous vote of 7-0, recommended the City Council assign Industrial Zoning.

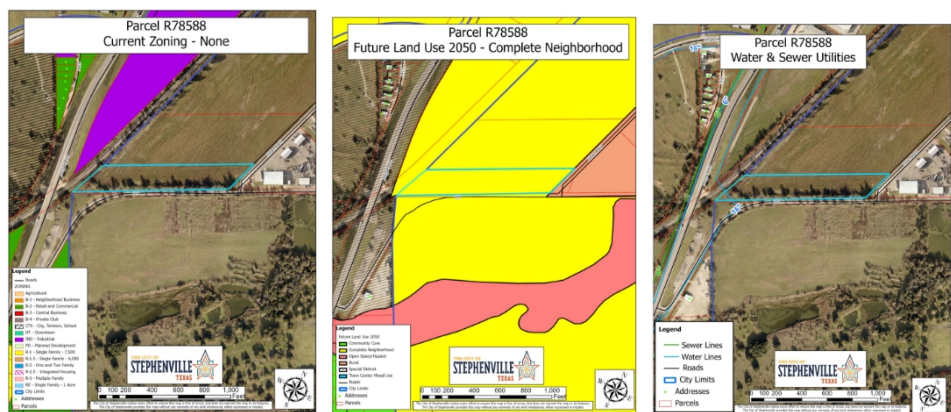
BACKGROUND:

Parcel R78588 was voluntarily annexed on August 5, 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:

Zoning of Annexed Territory. 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.

PROPERTY PROFILE:



ALTERNATIVES:

- 1) Accept the recommendation of the Planning and Zoning Commission.
- 2) Do not accept the recommendation.

ORDINANCE NO. 2025-O-_____

AN ORDINANCE ZONING THE LAND DESCRIBED TO INDUSTRIAL (I)

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:

365 CR 177, Parcel R78588, Being Approximately 5.01 acres of the A0804 WILLIAMS M R Survey of the City of Stephenville, Erath County, Texas

is hereby zoned as Industrial (I) in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this 2nd day of December 2025.

Lonn Reisman, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality



STAFF REPORT

SUBJECT: Proposed Amendments to Home Occupation Regulations

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director

RECOMMENDATION:

The Planning and Zoning Commission convened November 19, 2025, and by a 6-0 with one abstention, recommend the City Council accept the proposed amendments of Section 154.03 of the Zoning Ordinance as presented.

BACKGROUND:

H.B. 2464 became effective upon signature of the Governor on June 12, 2025. This bill established parameters for a “No-Impact Home-Based Business” and prohibits a Local Government from prohibiting or regulating the home business by ordinance, requiring licenses or permits or other approval; to require rezoning, or to require fire sprinklers if the residence is single-family detached or less than two units in a multi-family structure. The Bill authorizes the governing body to require home businesses to comply with Federal, State and Local laws relating to health, building, fire, sanitation and other areas as listed in paragraph 229.902(c) of the Local Government Code.

The Development Services Committee convened October 18, 2025, and assigned the Planning and Zoning Commission to review staff’s recommendations relating to the existing Home Occupation Guidelines and recommend actions to City Council to comply with the new legislation resulting from H.B. 2464.

Existing Home Occupation Guidelines

Home occupation. An occupation carried on in a dwelling unit, or in an accessory building to a dwelling unit, by a resident of the premises, which occupation is clearly incidental and secondary to the use of the premises zoned for residential purposes. A *home occupation* must comply with all the following specific criteria:

- (1) Home occupations shall be allowed without the necessity of a conditional use permit, if such uses relate solely to the use of home areas as further detailed herein by the resident of the premises, and such use does not create on-street parking, significant neighborhood traffic, or other disruption to the residential character of the property.
- (2) The occupation shall produce no alterations or change in the character appearance of the principal building from that of a dwelling and no signage or advertisement of the home occupation or property

address is allowed in the yellow pages advertisements in a telephone directory nor via electronic media, or classified advertisements of the property where the home occupation is being conducted.

- (3) The occupation shall not require or provide for the employment of more than one additional person other than members of the household in which the home occupation occurs.
- (4) Not more than two business-related vehicles shall be present at one time, and the proprietor shall provide adequate, paved off-street parking for such vehicles and customer vehicles on the property where the use is located.
- (5) Such use shall be incidental and secondary to the use of the premises for residential purposes and shall not utilize an area exceeding 20% of combined gross floor area of the dwelling units and accessory building used for the home occupation and no outdoor/exterior storage (related to the home occupation) will be allowed.
- (6) The occupation shall not violate any other rules or regulations in the Code of Ordinances.
- (7) The occupation shall not offer a ready inventory of any commodity for sale on the premises.

Recommended Amendments

1. Repeal existing language.
2. Add a definition of No-Impact, Home-Based Business:

A “no-impact, home-based business” is a home-based business that: (1) at any time on the property where the business is operated, has a total number of employees and clients at the property does not exceed a city’s occupancy limits; (2) does not generate on-street parking or a substantial increase in traffic in the area; (3) operates in a manner in which none of its activities are visible from the street; and (4) does not substantially increase noise in the area or violate a city noise ordinance, regulation, or rule.

3. Add a violation clause:

Any home occupation that does not meet the criteria of a “no-impact home-based business” is only permissible by a conditional use permit if the property is located in a zoning district that allows such use contingent upon the issuance of a conditional use permit. Operating a home occupation without a conditional use permit is a violation of this section.

ALTERNATIVES:

1. Accept the recommendation and amend Section 154.03 as presented.
2. Direct staff to present other options at a future meeting.

AN ORDINANCE OF THE CITY OF STEPHENVILLE, TEXAS AMENDING SECTION 154.03 OF THE CODE OF ORDINANCES TO REVISE THE DEFINITION OF A HOME OCCUPATION BY REPEALING THE EXISTING DEFINITION AND ADDING A NEW DEFINITION AND OFFENSE FOR HOME OCCUPATION AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council desires to repeal the current definition of a Home Occupation, add a new definition and an offense clause for Home Occupation.

WHEREAS, the changes were reviewed and recommended for approval by the Planning and Zoning Commission on November 19, 2025.

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

SECTION 1.

The following Section of the Code of Ordinances are hereby revised as follows:

REPEAL EXISTING Sec. 154.03 – Home Occupation	Definitions	<i>Home occupation.</i> An occupation carried on in a dwelling unit, or in an accessory building to a dwelling unit, by a resident of the premises, which occupation is clearly incidental and secondary to the use of the premises zoned for residential purposes. A <i>home occupation</i> must comply with all the following specific criteria: (1) Home occupations shall be allowed without the necessity of a conditional use permit, if such uses relate solely to the use of home areas as further detailed herein by the resident of the premises, and such use does not create on-street parking, significant neighborhood traffic, or other disruption to the residential character of the property. (2) The occupation shall produce no alterations or change in the character appearance of the principal building from that of a dwelling and no signage or advertisement of the home occupation or property address is allowed in the yellow pages advertisements in a telephone directory nor via electronic media, or classified advertisements of the property where the home occupation is being conducted. (3) The occupation shall not require or provide for the employment of more than one additional person other than members of the household in which the home occupation occurs. (4) Not more than two business-related vehicles shall be present at one time, and the proprietor shall provide adequate, paved off-street parking for such vehicles
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		and customer vehicles on the property where the use is located. (5) Such use shall be incidental and secondary to the use of the premises for residential purposes and shall not utilize an area exceeding 20% of combined gross floor area of the dwelling units and accessory building used for the home occupation and no outdoor/exterior storage (related to the home occupation) will be allowed. (6) The occupation shall not violate any other rules or regulations in the Code of Ordinances. (7) The occupation shall not offer a ready inventory of any commodity for sale on the premises.
ADD NEW DEFINITION OF No impact, Home Based Business with Offense Clause - Sec. 154.03	Definitions	“no-impact, home-based business” is a home-based business that: (1) at any time on the property where the business is operated, has a total number of employees and clients at the property does not exceed a city’s occupancy limits; (2) does not generate on-street parking or a substantial increase in traffic in the area; (3) operates in a manner in which none of its activities are visible from the street; and (4) does not substantially increase noise in the area or violate a city noise ordinance, regulation, or rule. Any home occupation that does not meet the criteria of a “no-impact home-based business” is only permissible by a conditional use permit if the property is located in a zoning district that allows such use contingent upon the issuance of a conditional use permit. Operating a home occupation without a conditional use permit is a violation of this section.

SECTION 2.

This ordinance shall be effective upon passage.

PASSED AND APPROVED this ____ day of _____, 2025.

Lonn Reismann, Mayor

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: Development Services Committee Report

MEETING: November 18, 2025

Present: Council members: Gerald Cook, Chair, LeAnn Durfey, Maddie Smith, Brandon Greenhaw

Absent: None

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

DISCUSSION OF THE COMMUNITY STEERING COMMITTEE FOR THE LAND-USE REGULATIONS UPDATE

The Development Services Committee convened November 18, 2025, to consider recommendations for members of the Community Steering Committee (CSC). Councilman Cook shared the names of those that had been recommended to staff to date and presented three additional names for consideration, totaling 12 prospective, citizen members:

Clay Bertram	Drew Roberson	Kari Haile
Lee Bristol	Nick Robinson	John Wooley
Betty Chew	David Tomlinson	Curt Plaxco
Mark McClinton	Mark Wallace	
Lisa Pendleton	Eric Cederstrom	

Councilman Cook also requested the Committee consider recommending the full City Council also serve on the CSC.

Councilman Nix also recommended Metta Collier, bringing the total to 13 prospective, citizen members.

ACTION TAKEN

The Committee, by unanimous vote, opted to assign staff to contact each prospective citizen to determine their willingness to serve and report back to the Full City Council.

The Committee also agreed to recommend the Full City Council be members of the CSC.

End of Report



COMMITTEE REPORT

SUBJECT: Consider approval of Spectrum Scoreboard for NYC 3 Construction

DEPARTMENT: Parks and Leisure Services

STAFF CONTACT: Daron Trussell, Director of Parks and Leisure Services

SUMMARY:

The Parks and Leisure Services Committee met on November 18, 2025, to consider staff's recommendation regarding the purchase and installation of a new scoreboard for the NYC 3 Baseball Field. After review and discussion, the Committee voted unanimously to recommend approval.

STAFF RECOMENDATION:

Staff recommends the approval and acceptance of a quote from Spectrum by Watchfire for the installation of a new baseball scoreboard for the NYC 3 Baseball Field. Spectrum submitted a quote totaling \$40,324.00 to design, manufacture, and install the scoreboard, decorative truss sign, and advertising panels. Does not include providing or setting support structure, primary electrical work, new conduit runs or cable pulls as needed between scorekeeper/operator and scoreboard locations.

BACKGROUND:

This project was originally approved as a result of bond proceeds from 2022. This item was not included in base bid presented by Jay Mills Construction Inc.

FISCAL IMPACT SUMMARY:

The total cost for the scoreboard and installation is \$40,324 and will be paid for utilizing bond proceeds from 2022.



COMMITTEE REPORT

SUBJECT: Consider approval of waiving Library Fees for Canned Food Donations

DEPARTMENT: Library

STAFF CONTACT: Daron Trussell, Director of Parks and Leisure Services

SUMMARY:

The Parks and Leisure Services Committee met on November 18, 2025, to consider staff's recommendation regarding accepting canned food donations in lieu of Library fines. After review and discussion, the Committee voted unanimously to recommend approval.

STAFF RECOMMENDATION:

Staff recommend the approval of accepting canned food donations in lieu of library fines for the month of December.

BACKGROUND:

The Library has previously conducted this initiative to support community needs during the holiday season. Patrons may bring in canned or non-perishable food items to satisfy their outstanding late fees. Donations collected will be distributed to St. Lukes Pantry.

FISCAL IMPACT SUMMARY:

Minimal revenue impact to the Library; however, the program provides significant community benefit through food donations.



STAFF REPORT

SUBJECT: Consider approval of waiving Library Fees for Canned Food Donations

DEPARTMENT: Library

STAFF CONTACT: Daron Trussell, Director of Parks and Leisure Services

RECOMMENDATION:

Staff recommend approval to accept canned food donations (2=\$5) in lieu of charging late fees during the month of December.

BACKGROUND:

The Library has previously conducted this initiative to support community needs during the holiday season. Patrons may bring in canned or non-perishable food items to satisfy their outstanding late fees. Donations collected will be distributed to St. Lukes Pantry.

FISCAL IMPACT SUMMARY:

Minimal revenue impact to the Library; however, the program provides significant community benefit through food donations.



STAFF REPORT

SUBJECT: Consider approval of Spectrum Scoreboard for NYC 3 Construction

DEPARTMENT: Parks and Leisure Services

STAFF CONTACT: Daron Trussell, Director of Parks and Leisure Services

RECOMMENDATION:

Staff recommend the approval and acceptance of a quote from **Spectrum by Watchfire** for the installation of a new 8ft x 28ft x 5ft baseball scoreboard for the new NYC 3 Baseball Field.

Spectrum submitted a quote in the amount of **\$37,625.00** to design, manufacture, and install the scoreboard, decorative truss sign, and advertising panels.

BACKGROUND:

This project was originally approved as a result of bond proceeds from 2022. This item was not included in base bid presented by Jay Mills Construction Inc.

FISCAL IMPACT SUMMARY:

The total cost for the scoreboard and installation is \$37,625 and will be paid for utilizing bond proceeds from 2022.

Baseball Scoreboard Proposal

Customer Number 9179825

November 13, 2025

Quote Number 2519621.1

TO: Troy Jones, Superintendent of Parks
The City of Stephenville
RE: The City of Stephenville

Job Site Address: 298 W Washington St
Stephenville, TX 76401-4257

Baseball Scoreboard:

WF-BA-9928K [8ft x 28ft x 5in]

ID 2096224

"24"" Ball, Strike, Out, H/E, 15"" At Bat, Total,

P2 - Red & White Bold LED Digits

MSX Wired Scoreboard Controller

TBD (See Color Sheet Attached) Cabinet Color

TBD (see Color Sheet) Trim Color

TBD (see Color Sheet) Caption Color

Standard 5-Year Parts Warranty

2 Year Labor Warranty

Included Permacoat

Included Logo on Board

45" x 28' Decorative Truss Sign:

ID 2096225

33"H x 28'W Multi-Sponsor Sign:

ID 2096520

Delivery & Installation :

ID 2096229

Physical Installation Scope Inclusions:

Includes delivery and physical installation of scoreboard, truss sign, and sponsor sign to owner provided support structure

Spectrum provides signal/data cables, connectors and components as necessary for a complete and professional installation

Installation includes terminations of data/signal as needed at scoreboard location

Installation includes termination of customer-supplied primary electrical power at scoreboard location

Includes installation, hook-up, test & demo of all scoring equipment

All aspects of the installation of this Scoring System to be performed by Insured and Factory-Trained Spectrum Employees & Licensed Sub-Contractors.

Physical Installation Scope Exclusions:

Does not include providing or setting support structure, primary electrical work, new conduit runs or cable pulls as needed between scorekeeper/operator and scoreboard locations

Pricing contingent upon primary electrical and/or data being provided by The City of Stephenville within 5' of the scoreboard's final connection points upon installation

Pricing is contingent upon the scoreboard being located off any artificial turf surfaces. Locations on artificial turf restrict required crane truck access and will result in added costs.

Timeline:

Production lead time for the entire project is currently expected to be 8-10 weeks from time of down payment and signed color layout.

The City of Stephenville Total: \$40,324

Payment Terms: *Net 30 Days

Acceptance:

The below party hereby acknowledges and is agreeable to the Terms and Conditions contained within this quote along with the Standard Watchfire Terms and Conditions. (available upon request)

For Terms of Sale, please visit <https://tos.watchfiresigns.com/TermsOfSaleSI.pdf>

Accepted by:

Accepted Date:

*Proposal valid until **January 12, 2026***

COMMITTEE REPORT



REPORT TYPE: Nominations Committee Report

MEETING: November 18, 2025

Present: Maddie Smith, LeAnn Durfey, Alan Nix

Absent:

DEPARTMENT: Administration

STAFF CONTACT: Sarah Lockenour, City Secretary

DISCUSS AND APPROVE NOMINATIONS TO CITIZEN BOARDS AND COMMISSIONS

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

The Nominations Committee considered the following nominations:

Airport Advisory Board

- Ricky Thurman, 2
- Austin Brown, 4
- Hardy Hampton, 6
- Devan Hanson, new

Board of Adjustment

- Moumin Quazi, 4
- Bryan Durant, new
- Walter Latham, new
- Jorge Moreno, new

Building Board

- Fred Parker, 2

Electrical Board

- Kenneth Howell, 2
- Jerrod Hancock, 4

Library Advisory Board

- Jorge Moreno, 2
- Katherine Quinell, 5
- Katherine Horak-smith, 6
- Joe Garcia, 7

Main Street Advisory Board

- Rita Cook, 6
- Michael Jones, new
- Debby Watson, new

- Carla Trussell, new
- Rhea Marrs, new
- Pat Hammett, new
- Kathy Hampton, new

Mechanical Board

- Rick Alderfer, 4

Parks and Leisure Services Advisory Board

- John Brieese, 1
- Woody Gill, 2
- Debbie Watson, 3
- Rhea Marrs, 4
- Faye Hodges, 5
- Drew Robinson, 7
- Justin Skinner, new
- Jonathan Coleman, new
- Mattie Pollard, new

Planning and Zoning Commission

- Justin Slawson, 2
- Brian Lesley, 6
- Bryan Durant, new
- Rita Cook, new
- Jorge Moreno, new
- Justin Skinner, new
- Jonathan Coleman, new

Plumbing Board

- Larry Graham, 6
- Hector Razo, new

Stephenville Type B Economic Development Authority

- Justin Haschke, 4
- Ricky Thurman, 6
- Mark McClinton, 7

Tourism and Visitors Bureau Advisory Board

- Milo Choate, 2
- John Brieese, new
- Justin Skinner, new
- Michael Jones, new
- Debby Watson, new
- Jonathan Coleman, new
- Rhea Marrs, new
- Michael Beach, new

Western Heritage Advisory Board

- Jerry Norris, 2

- Angie Ayers, 4
- Bob Doty, Ex-Officio 2

COMMITTEE ACTION:

The following recommendations were made:

Airport Advisory Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Ricky Thurman to Place 2 of the Airport Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Austin Brown to Place 4 of the Airport Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Hardy Hampton to Place 6 of the Airport Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Devan Hanson to Place 5 of the Airport Advisory Board for a one-year term. MOTION CARRIED unanimously.

Board of Adjustment

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council moving Gabriel Wood from Alternate 1 to Place 2 of the Board of Adjustment for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Moumin Quazi to Place 4 of the Board of Adjustment for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Walter Latham to Alternate 1 of the Board of Adjustment for a two-year term. MOTION CARRIED unanimously.

Building Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Fred Parker to Place 2 of the Building Board for a two-year term. MOTION CARRIED unanimously.

Electrical Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Kenneth Howeel, Place 2, and Jerrod Hancock, Place 4, for two-year terms. MOTION CARRIED unanimously.

Library Advisory Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Jorge Moreno to Place 2 of the Library Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Katherine Quinnell to Place 5 of the Library Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Katherine Horak-Smith to Place 6 of the Library Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Joe Garcia to Place 7 of the Library Advisory Board for a one-year term. MOTION CARRIED unanimously.

Main Street Advisory Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the appointment of Carla Trussell to Place 2 of the Main Street Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Pat Hammett to Place 4 of the Main Street Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Kathy Hampton to Place 5 of the Main Street Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Rita Cook to Place 6 of the Main Street Advisory Board for a two-year term. MOTION CARRIED unanimously.

Mechanical Board

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Rick Alderfer to Place 3 of the Mechanical Board for a one-year term. MOTION CARRIED unanimously.

Parks and Leisure Services Advisory Board

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of John Briesse to Place 1 of the Parks and Leisure Services Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Debby Watson to Place 3 of the Parks and Leisure Services Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Faye Hodges to Place 5 of the Parks and Leisure Services Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of John Briese to Place 1 of the Parks and Leisure Services Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Drew Roberson to Place 7 of the Parks and Leisure Services Advisory Board for a one-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Woody Gill to Place 2 of the Parks and Leisure Services Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Rhea Marrs to Place 4 of the Parks and Leisure Services Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the appointment of Mattie Pollard to Place 6 of the Parks and Leisure Services Advisory Board for a two-year term. MOTION CARRIED unanimously.

Planning and Zoning Commission

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Justin Slawson to Place 2 of the Planning and Zoning Commission for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council to move Lisa Pendleton from Alternate 1 to Place 4 of the Planning and Zoning Commission for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Bryan Durant to Place 6 of the Planning and Zoning Commission for a two-year term. MOTION CARRIED unanimously.

Plumbing Board

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the appointment of Hector Razo to Place 2 of the Plumbing Board as presented. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Larry Graham to Place 6 of the Plumbing Board as presented. MOTION CARRIED unanimously.

Stephenville Type B Economic Development Authority

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Justin Haschke to Place 4 of the of SEDA for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Ricky Thurman to Place 6 of the of SEDA for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Mark McClinton to Place 7 of the of SEDA for a two-year term. MOTION CARRIED unanimously.

Tourism and Visitors Bureau Advisory Board

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Milo Choate to Place 2 of the Tourism and Visitors Bureau Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the appointment of Michael Beach to Place 4 of the Tourism and Visitors Bureau Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the appointment of Justin Skinner to Place 6 of the Tourism and Visitors Bureau Advisory Board for a two-year term. MOTION CARRIED unanimously.

Western Heritage Advisory Board

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Jerry Norris to Place 2 the Western Heritage Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend to the full Council the reappointment of Angie Ayers to Place 4, the Western Heritage Advisory Board for a two-year term. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend to the full Council the reappointment of Bob Doty to Ex-Officio Place 2 the Western Heritage Advisory Board for a two-year term. MOTION CARRIED unanimously.

All appointments would begin January 1, 2026.

New appointments for Planning and Zoning Commission, Board of Adjustment, and the Tourism and Visitors Bureau Advisory Board will be invited to the December 2, 2025 Regular City Council Meeting for an interview.

STAFF REPORT



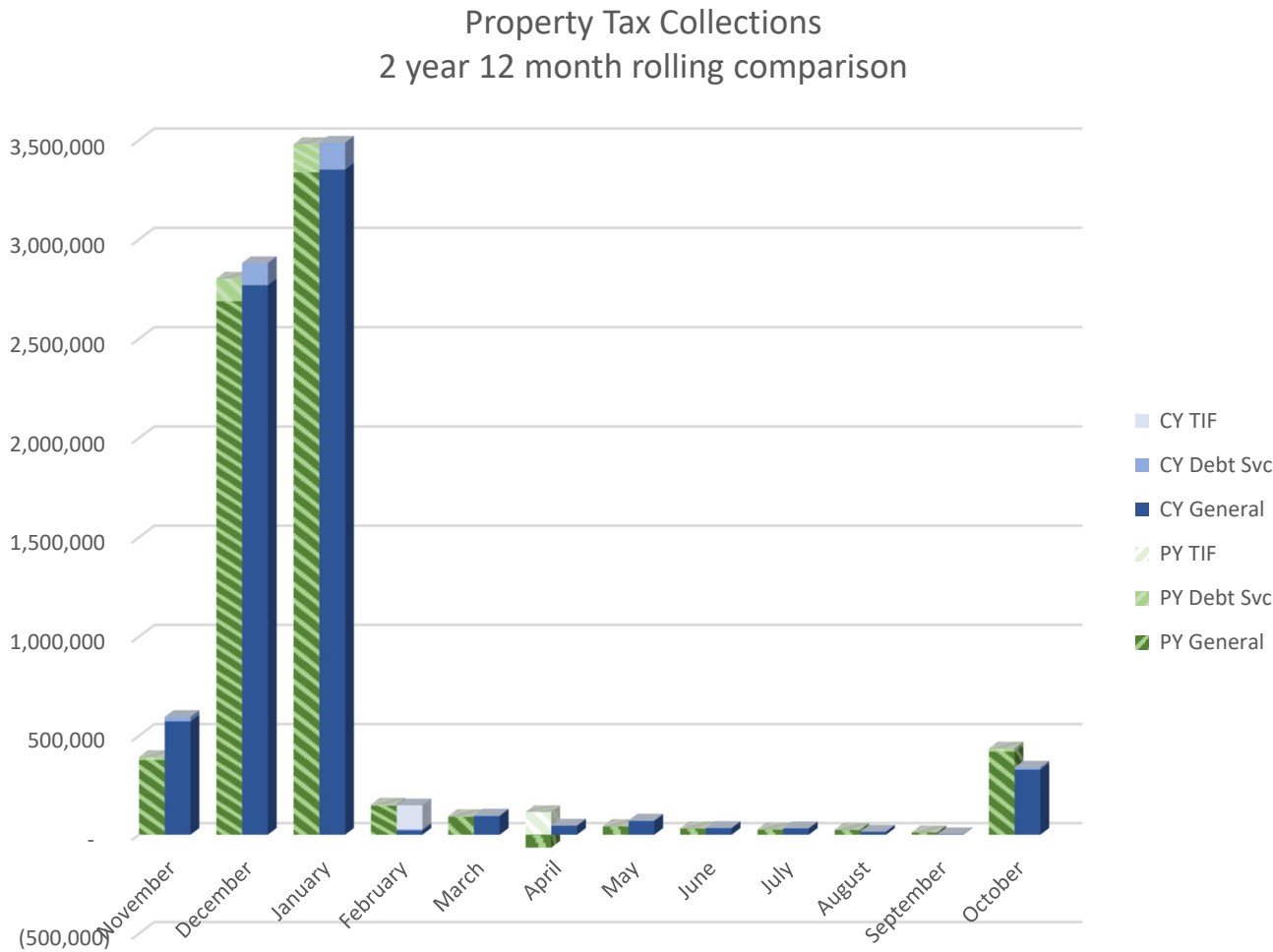
SUBJECT: Monthly Budget Report for the Period Ending October 31, 2025

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

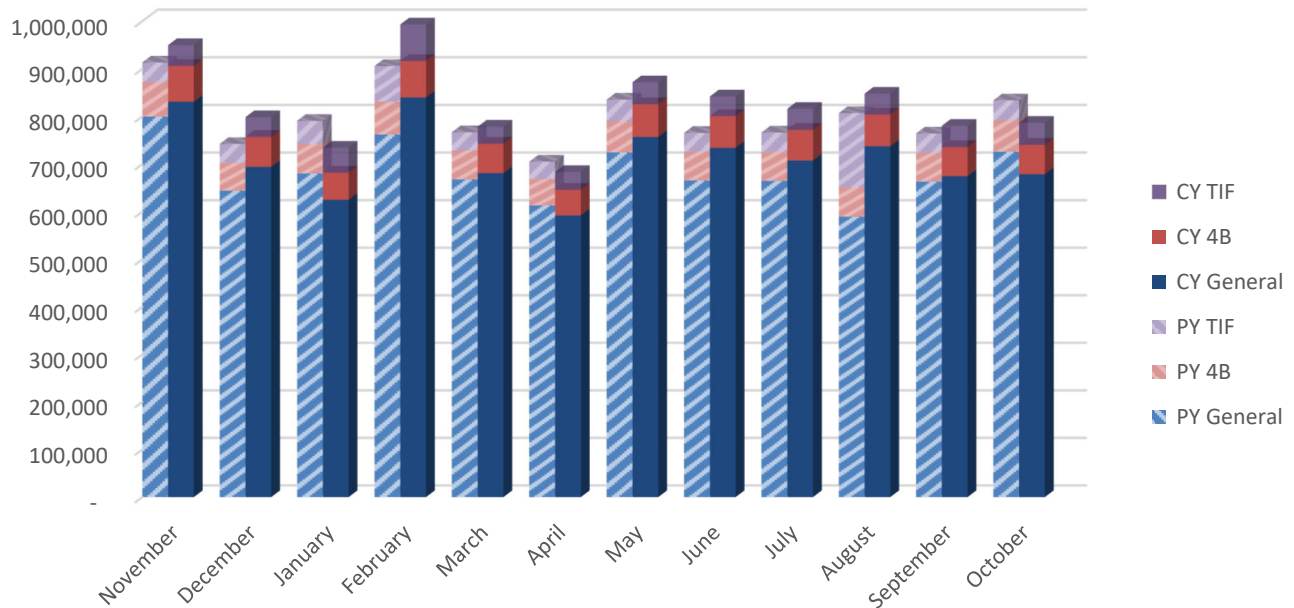
BACKGROUND:

In reviewing the financial statements ending October 31, 2025, the financial indicators are overall less than anticipated.

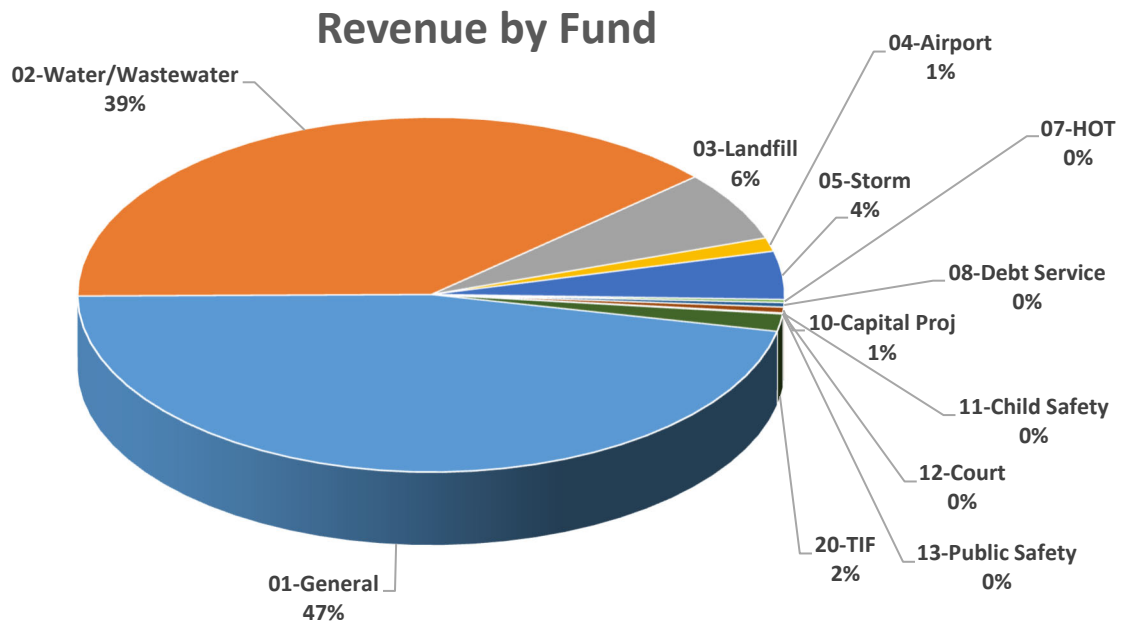


We received \$340K in property taxes in the month of October, resulting in a \$96K decrease in the funds collected last fiscal year to date. The amount collected is 4% of the \$8.3 million budget, which is \$94K less than anticipated.

Sales and Use Tax 2 year 12 month rolling comparison

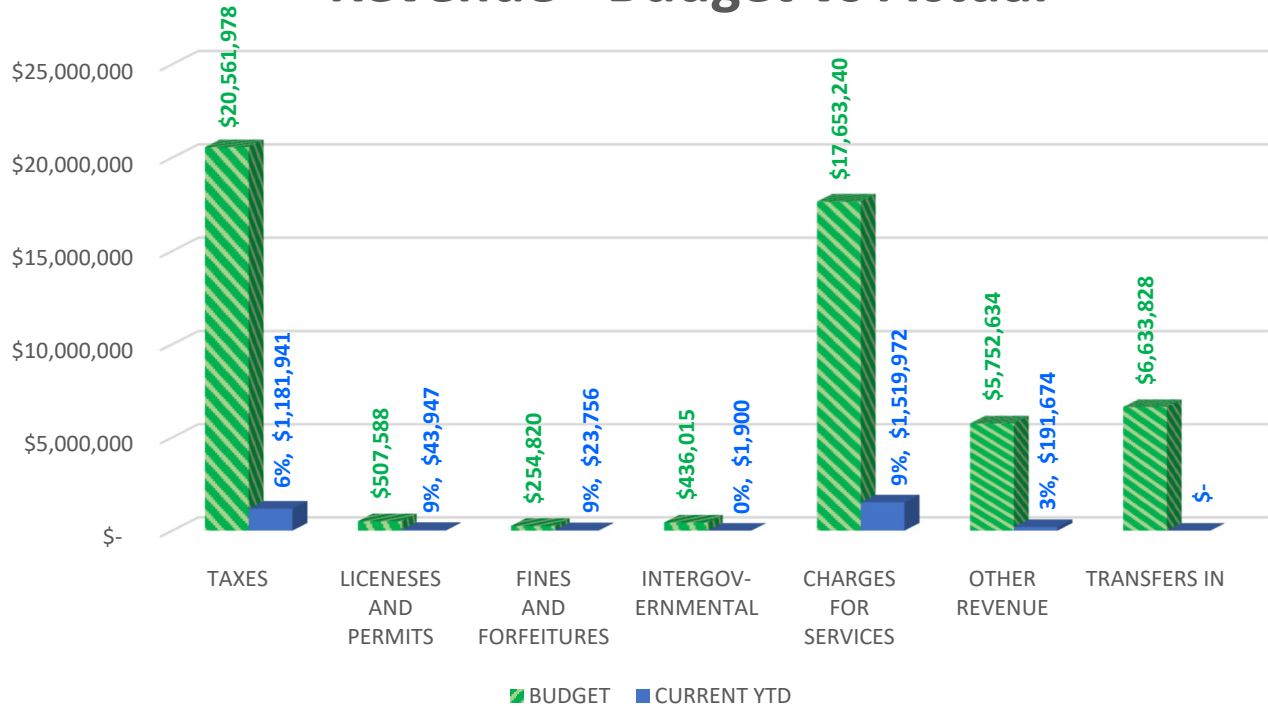


We received \$787K in sales tax in October, resulting in \$47K or 5.6% less than the funds collected last fiscal year to date. The amount collected is 8% of the \$9.6 million budget, which is \$107K less than anticipated.



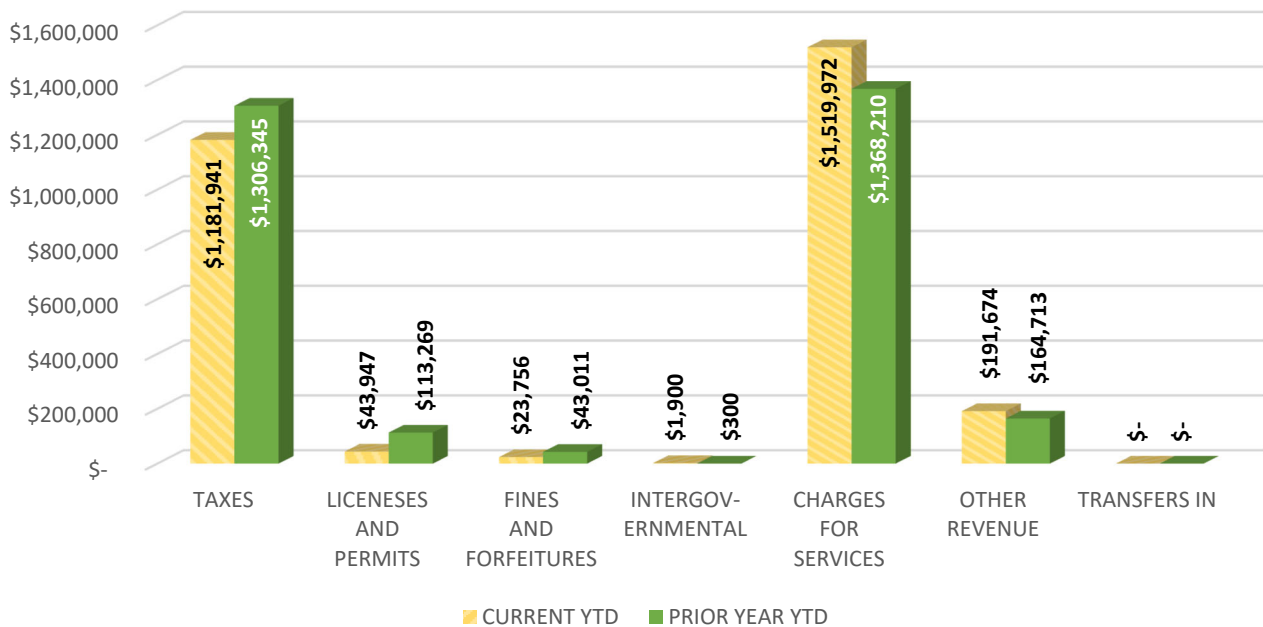
Of the \$3 million revenue received to date, 47% was received in the General Fund, 39% was received in the Water/Wastewater Fund, 6% was received in the Landfill Fund, 4% was received in the Storm Water Drainage Fund, 2% was received into the TIF Fund, 1% was received in the Capital Projects Fund, and 1% was received in the Airport fund.

Revenue - Budget vs Actual



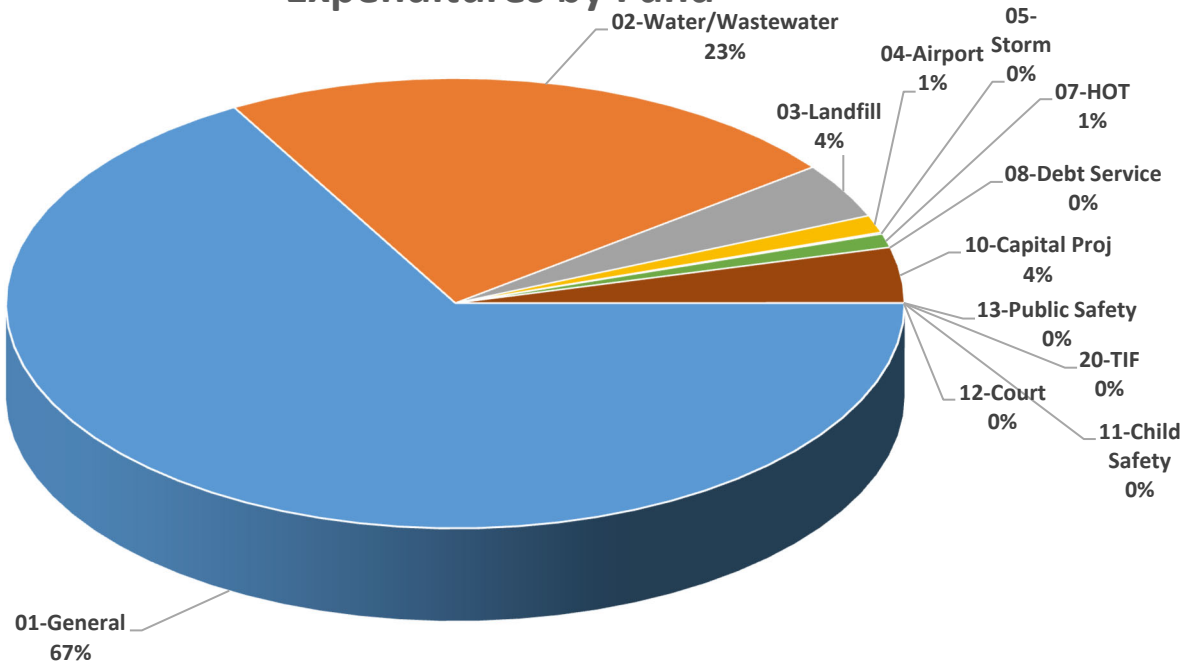
We received 6% of the total budgeted revenue through October, which is \$39K less than anticipated due to taxes and charges for services.

Revenue - Prior Year Comparison



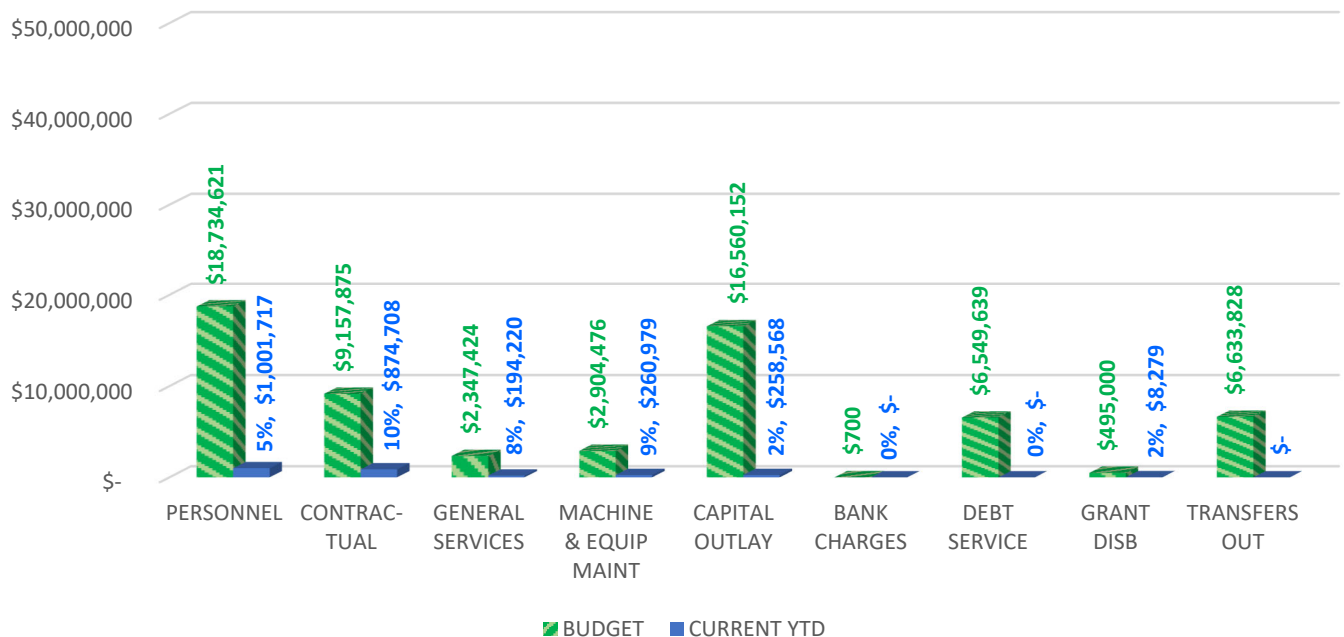
We received \$33K less revenue through October than last fiscal year to date due to taxes and licenses and permits.

Expenditures by Fund



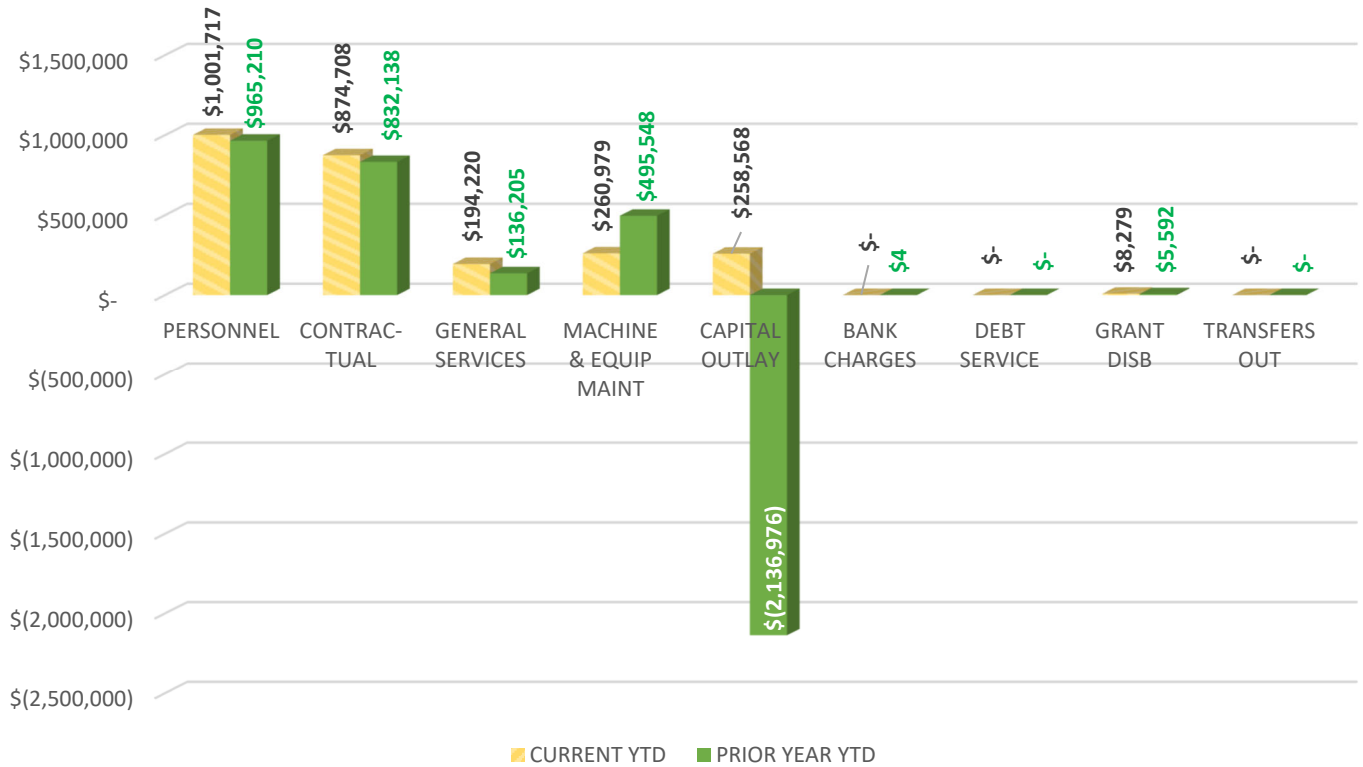
Of the \$2.6 million spent to date, 67% was expended in the General Fund, 23% was expended in the Water/Wastewater Fund, 4% was expended in the Landfill Fund, 4% was expended in the Capital Projects Fund, 1% was expended in the HOT Fund, and 1% was expended in the Airport Fund.

Expenditures - Budget vs Actual



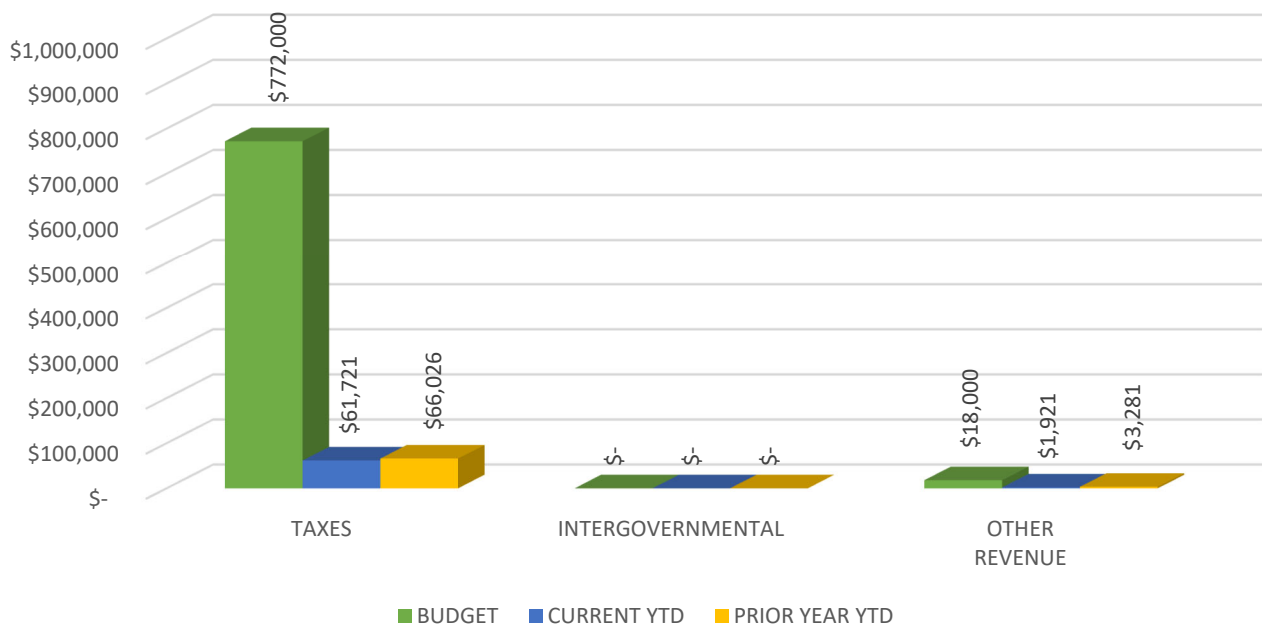
We have expended 4% of the total budgeted expenditures through October, which is \$2 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures - Prior Year Comparison

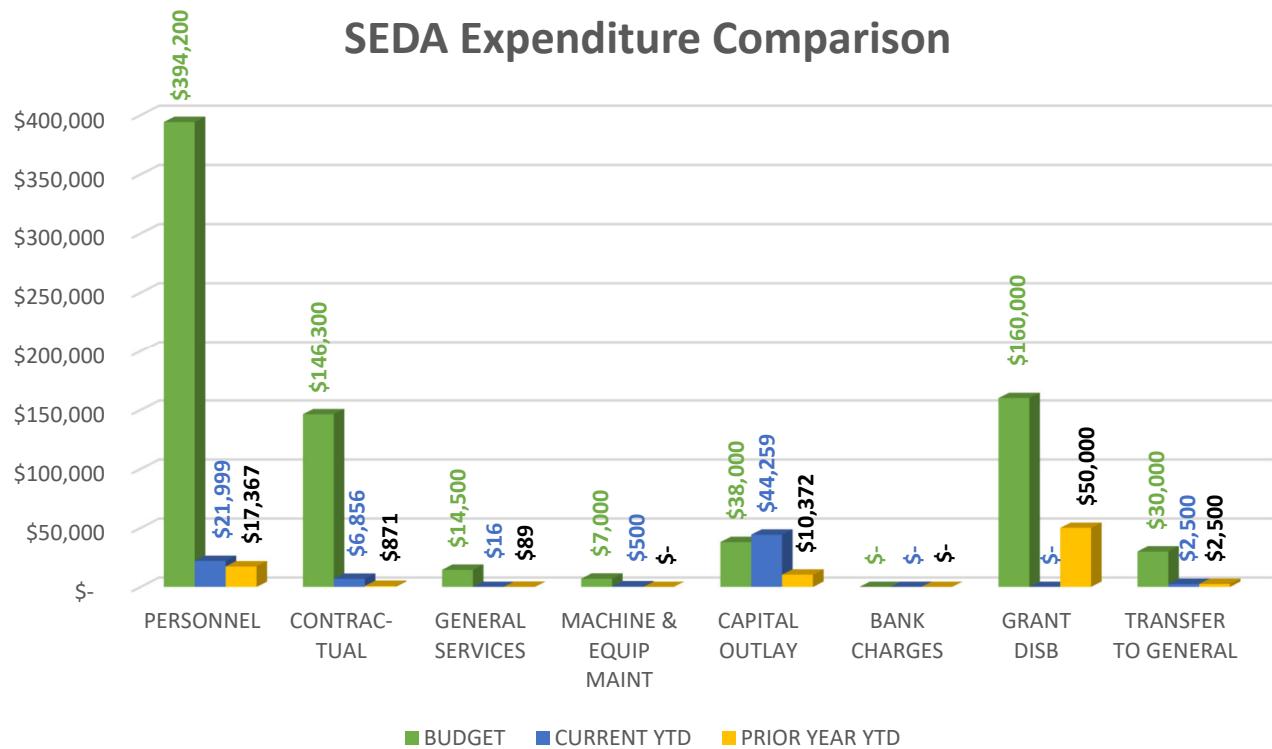


We spent \$2.3 million more on expenditures through October than last fiscal year to date due to the timing of prior year capital outlay reversals.

SEDA Revenue Comparison



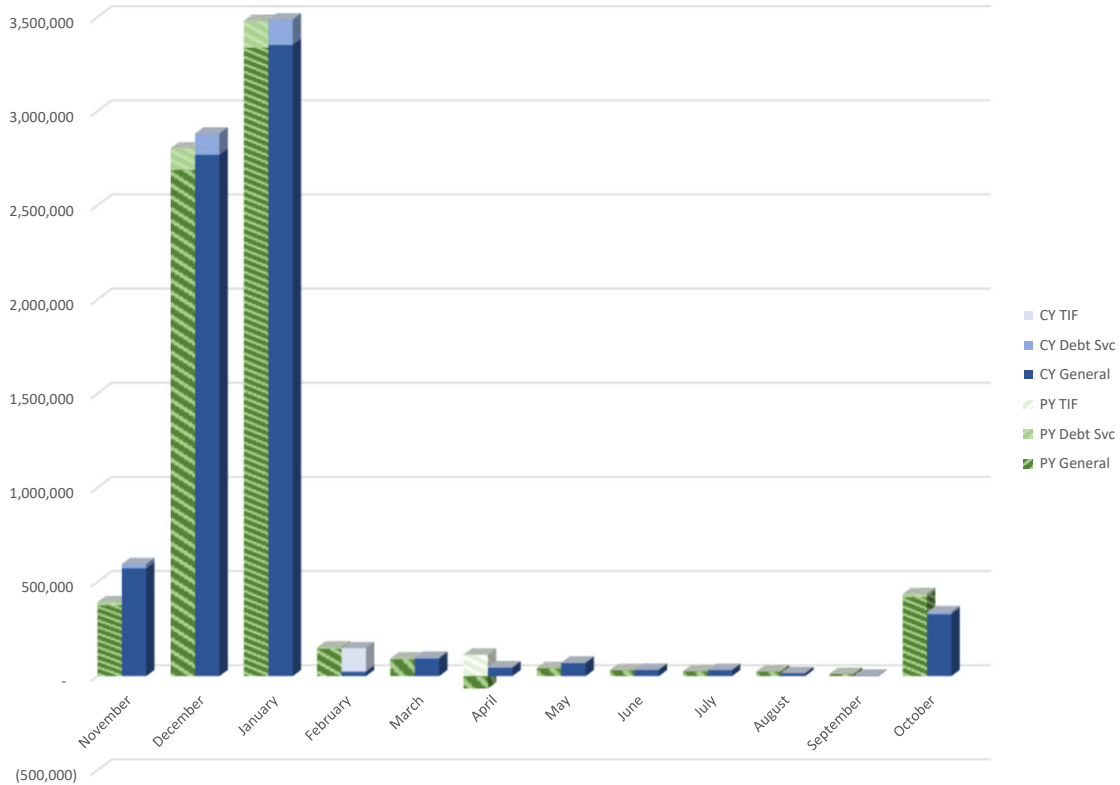
SEDA has received 8% of budgeted revenue through October, which is \$5K less than last fiscal year to date due to taxes and interest income and \$8K less than anticipated due to taxes.



SEDA has spent an overall 10% of budgeted expenditures through October, which is \$5K less than last fiscal year to date due to grants disbursements and \$12K more than anticipated due to capital outlay.



Property Tax Collections
2 year 12 month rolling comparison



Month	General Fund	Debt Svc	TIF	Total
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
Aug-24	24,665	1,029	-	25,693
Sep-24	12,040	580	-	12,620
Oct-24	419,463	17,009	-	436,473
12 month total				<u>7,552,509</u>
Oct 2024				<u>436,473</u>
FY 2024-2025 Total				7,852,251

Month	General Fund	Debt Svc	TIF	Total
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	31,861	1,235	-	33,097
Aug-25	15,271	618	-	15,889
Sep-25	2,309	95	-	2,404
Oct-25	328,693	11,233	-	339,926
12 month total				<u>7,755,704</u>
Oct 2025				<u>339,926</u>
FY 2025-2026 Budget				8,348,434

Collection to date as percentage of fiscal year total

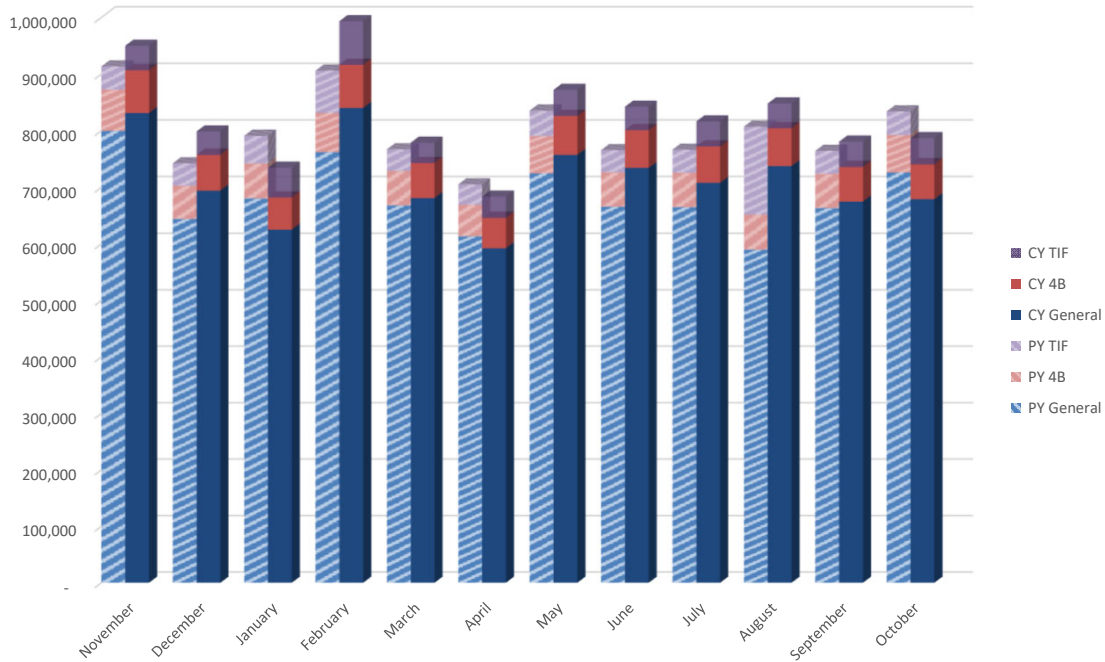
5.56%

Collection to date as percentage of fiscal year budget

4.07%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
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%
Aug-24	589,750	61,970	155,514	807,234	Aug-25	737,417	67,038	43,579	848,033	5.05%
Sep-24	663,362	60,306	40,724	764,391	Sep-25	674,670	61,334	44,644	780,649	2.13%
Oct-24	726,284	66,026	41,726	834,036	Oct-25	678,926	61,721	46,386	787,033	-5.64%
12 month total				9,598,781	12 month total				9,885,071	2.98%
Oct 2024				834,036	Oct 2025				787,033	-5.64%
FY 2024-2025 Total				9,932,074	FY 2025-2026 Budget				9,682,020	
Collection to date as percentage of fiscal year total				8.40%	Collection to date as percentage of fiscal year budget				8.13%	



City of Stephenville

Budget Variance Report

As Of: 10/31/2025

Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	1,124,322.41	1,282,509.08	(158,186.67)	1,124,322.41	1,282,509.08	(158,186.67)	6	18,421,659.00	(17,297,336.59)	94
LICENSES AND PERMITS	43,946.50	19,631.40	24,315.10	43,946.50	19,631.40	24,315.10	9	485,088.00	(441,141.50)	91
FINES AND FORFEITURES	22,209.01	24,369.00	(2,159.99)	22,209.01	24,369.00	(2,159.99)	10	233,440.00	(211,230.99)	90
INTERGOVERNMENTAL	1,900.00	300.00	1,600.00	1,900.00	300.00	1,600.00	1	332,665.00	(330,765.00)	99
CHARGES FOR SERVICES	73,053.17	114,970.81	(41,917.64)	73,053.17	114,970.81	(41,917.64)	6	1,189,705.00	(1,116,651.83)	94
OTHER REVENUE	113,328.42	31,342.79	81,985.63	113,328.42	31,342.79	81,985.63	18	628,689.00	(515,360.58)	82
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	1,763,925.00	(1,763,925.00)	100
TOTAL REVENUE	1,378,759.51	1,473,123.08	(94,363.57)	1,378,759.51	1,473,123.08	(94,363.57)	6	23,055,171.00	(21,676,411.49)	94
EXPENSE SUMMARY										
CITY COUNCIL	36,427.87	34,117.86	(2,310.01)	36,427.87	34,117.86	(2,310.01)	19	192,126.00	(155,698.13)	81
CITY MANAGER	22,618.22	37,675.06	15,056.84	22,618.22	37,675.06	15,056.84	5	488,975.00	(466,356.78)	95
CITY SECRETARY	77,551.27	61,327.12	(16,224.15)	77,551.27	61,327.12	(16,224.15)	30	255,665.00	(178,113.73)	70
EMERGENCY MANAGEMENT	9,813.33	13,422.62	3,609.29	9,813.33	13,422.62	3,609.29	45	21,660.00	(11,846.67)	55
MUNICIPAL BUILDING	8,881.43	26,381.89	17,500.46	8,881.43	26,381.89	17,500.46	6	143,052.00	(134,170.57)	94
MUNICIPAL SERVICES CTR	37,739.44	17,119.96	(20,619.48)	37,739.44	17,119.96	(20,619.48)	23	163,814.00	(126,074.56)	77
HUMAN RESOURCES	17,034.53	27,030.99	9,996.46	17,034.53	27,030.99	9,996.46	5	365,366.00	(348,331.47)	95
DOWNTOWN	9,997.44	15,084.36	5,086.92	9,997.44	15,084.36	5,086.92	5	190,914.00	(180,916.56)	95
FINANCE	93,177.41	81,441.81	(11,735.60)	93,177.41	81,441.81	(11,735.60)	11	828,915.00	(735,737.59)	89
INFORMATION TECHNOLOGY	62,055.64	49,514.96	(12,540.68)	62,055.64	49,514.96	(12,540.68)	9	673,635.00	(611,579.36)	91
TAX	57,549.56	62,664.48	5,114.92	57,549.56	62,664.48	5,114.92	19	302,832.00	(245,282.44)	81
LEGAL COUNSEL	2,480.16	12,385.17	9,905.01	2,480.16	12,385.17	9,905.01	2	160,053.00	(157,572.84)	98
MUNICIPAL COURT	9,210.17	14,466.19	5,256.02	9,210.17	14,466.19	5,256.02	5	182,355.00	(173,144.83)	95
STREET MAINTENANCE	67,386.63	109,191.93	41,805.30	67,386.63	109,191.93	41,805.30	5	1,305,726.00	(1,238,339.37)	95
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	169,059.02	207,429.25	38,370.23	169,059.02	207,429.25	38,370.23	7	2,585,664.00	(2,416,604.98)	93
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	14,812.78	24,350.51	9,537.73	14,812.78	24,350.51	9,537.73	5	315,611.00	(300,798.22)	95
SENIOR CENTER	19,057.37	27,893.97	8,836.60	19,057.37	27,893.97	8,836.60	7	279,958.00	(260,900.63)	93
AQUATIC CENTER	11,235.34	11,745.26	509.92	11,235.34	11,745.26	509.92	16	71,585.00	(60,349.66)	84
FIRE DEPARTMENT	389,535.90	512,217.22	122,681.32	389,535.90	512,217.22	122,681.32	7	5,489,940.00	(5,100,404.10)	93
POLICE DEPARTMENT	561,632.16	882,056.13	320,423.97	561,632.16	882,056.13	320,423.97	6	10,087,902.00	(9,526,269.84)	94
DEVELOPMENT SERVICES	53,963.79	91,630.72	37,666.93	53,963.79	91,630.72	37,666.93	6	972,988.00	(919,024.21)	94
CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
GIS	4,622.02	7,197.88	2,575.86	4,622.02	7,197.88	2,575.86	4	130,425.00	(125,802.98)	96
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0	3,927,687.00	(3,927,687.00)	100
TOTAL EXPENSE	1,735,841.48	2,326,345.34	590,503.86	1,735,841.48	2,326,345.34	590,503.86	6	29,136,848.00	27,401,006.52	94
REVENUE OVER/(UNDER) EXPENDITURE	(357,081.97)	(853,222.26)	496,140.29	(357,081.97)	(853,222.26)	496,140.29		(6,081,677.00)	(49,077,418.01)	

	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	0.00	0.00	0.00	0	1,000.00	(1,000.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	1,106,518.67	1,157,469.01	(50,950.34)	1,106,518.67	1,157,469.01	(50,950.34)	8	13,022,592.00	(11,916,073.33)	92
OTHER REVENUE	36,396.52	17,712.39	18,684.13	36,396.52	17,712.39	18,684.13	1	3,328,020.00	(3,291,623.48)	99
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	194,631.00	(194,631.00)	100
TOTAL REVENUE	1,142,915.19	1,175,181.40	(32,266.21)	1,142,915.19	1,175,181.40	(32,266.21)	7	16,546,243.00	(15,403,327.81)	93
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	67,640.27	125,492.35	57,852.08	67,640.27	125,492.35	57,852.08	4	1,510,101.00	(1,442,460.73)	96
WATER PRODUCTION	87,651.57	325,434.86	237,783.29	87,651.57	325,434.86	237,783.29	6	1,494,421.00	(1,406,769.43)	94
WATER DISTRIBUTION	35,385.51	328,167.06	292,781.55	35,385.51	328,167.06	292,781.55	1	3,876,632.00	(3,841,246.49)	99
CUSTOMER SERVICE	18,459.44	54,582.40	36,122.96	18,459.44	54,582.40	36,122.96	3	635,836.00	(617,376.56)	97
WASTEWATER COLLECTION	39,705.51	200,910.50	161,204.99	39,705.51	200,910.50	161,204.99	2	2,227,920.00	(2,188,214.49)	98
WASTEWATER TREATMENT	150,193.94	274,770.45	124,576.51	150,193.94	274,770.45	124,576.51	5	2,850,753.00	(2,700,559.06)	95
BILLING & COLLECTION	110,845.04	106,353.49	(4,491.55)	110,845.04	106,353.49	(4,491.55)	8	1,307,414.00	(1,196,568.96)	92
NON-DEPARTMENTAL	84,137.07	86,360.45	2,223.38	84,137.07	86,360.45	2,223.38	1	5,884,988.00	(5,800,850.93)	99
TOTAL EXPENSE	594,018.35	1,502,071.56	908,053.21	594,018.35	1,502,071.56	908,053.21	3	19,788,065.00	19,194,046.65	97
REVENUE OVER/(UNDER) EXPENDITURE	548,896.84	(326,890.16)	875,787.00	548,896.84	(326,890.16)	875,787.00		(3,241,822.00)	(34,597,374.46)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
CHARGES FOR SERVICES	175,349.41	132,960.60	42,388.81	175,349.41	132,960.60	42,388.81	10	1,775,175.00	(1,599,825.59)	90
OTHER REVENUE	13,726.38	6,650.00	7,076.38	13,726.38	6,650.00	7,076.38	1	1,062,850.00	(1,049,123.62)	99
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	189,075.79	139,610.60	49,465.19	189,075.79	139,610.60	49,465.19	7	2,838,025.00	(2,648,949.21)	93
EXPENSE SUMMARY										
LANDFILL	103,321.23	114,482.52	11,161.29	103,321.23	114,482.52	11,161.29	4	2,665,300.00	(2,561,978.77)	96
TOTAL EXPENSE	103,321.23	114,482.52	11,161.29	103,321.23	114,482.52	11,161.29	4	2,665,300.00	2,561,978.77	96
REVENUE OVER/(UNDER) EXPENDITURE	85,754.56	25,128.08	60,626.48	85,754.56	25,128.08	60,626.48		172,725.00	(5,210,927.98)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	100,000.00	(100,000.00)	100
CHARGES FOR SERVICES	37,042.00	15,929.13	21,112.87	37,042.00	15,929.13	21,112.87	29	128,610.00	(91,568.00)	71
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0	453,355.00	(453,355.00)	100
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	597,064.00	(597,064.00)	100
TOTAL REVENUE	37,042.00	15,929.13	21,112.87	37,042.00	15,929.13	21,112.87	3	1,279,029.00	(1,241,987.00)	97
EXPENSE SUMMARY										
AIRPORT	32,868.76	110,668.93	77,800.17	32,868.76	110,668.93	77,800.17	3	1,171,437.00	(1,138,568.24)	97
TOTAL EXPENSE	32,868.76	110,668.93	77,800.17	32,868.76	110,668.93	77,800.17	3	1,171,437.00	1,138,568.24	97
REVENUE OVER/(UNDER) EXPENDITURE	4,173.24	(94,739.80)	98,913.04	4,173.24	(94,739.80)	98,913.04		107,592.00	(2,380,555.24)	

	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	0.00	0.00	0.00	0	20,000.00	(20,000.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	125,464.49	120,807.48	4,657.01	125,464.49	120,807.48	4,657.01	9	1,454,904.00	(1,329,439.51)	91
OTHER REVENUE	4,485.09	1,180.00	3,305.09	4,485.09	1,180.00	3,305.09	11	40,000.00	(35,514.91)	89
TOTAL REVENUE	129,949.58	121,987.48	7,962.10	129,949.58	121,987.48	7,962.10	9	1,514,904.00	(1,384,954.42)	91
EXPENSE SUMMARY										
STORM WATER DRAINAGE	2,917.85	63,412.20	60,494.35	2,917.85	63,412.20	60,494.35	0	1,688,087.00	(1,685,169.15)	100
TOTAL EXPENSE	2,917.85	63,412.20	60,494.35	2,917.85	63,412.20	60,494.35	0	1,688,087.00	1,685,169.15	100
REVENUE OVER/(UNDER) EXPENDITURE	127,031.73	58,575.28	68,456.45	127,031.73	58,575.28	68,456.45		(173,183.00)	(3,070,123.57)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0	1,018,274.00	(1,018,274.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	350.00	3,750.00	(3,400.00)	350.00	3,750.00	(3,400.00)	1	69,754.00	(69,404.00)	99
OTHER REVENUE	7,795.00	3,696.00	4,099.00	7,795.00	3,696.00	4,099.00	10	80,000.00	(72,205.00)	90
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	8,145.00	7,446.00	699.00	8,145.00	7,446.00	699.00	1	1,168,028.00	(1,159,883.00)	99
EXPENSE SUMMARY										
TOURISM	25,763.89	34,055.42	8,291.53	25,763.89	34,055.42	8,291.53	3	1,020,830.00	(995,066.11)	97
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	25,763.89	34,055.42	8,291.53	25,763.89	34,055.42	8,291.53	3	1,020,830.00	995,066.11	97
REVENUE OVER/(UNDER) EXPENDITURE	(17,618.89)	(26,609.42)	8,990.53	(17,618.89)	(26,609.42)	8,990.53		147,198.00	(2,154,949.11)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	11,233.13	13,179.45	(1,946.32)	11,233.13	13,179.45	(1,946.32)	4	252,480.00	(241,246.87)	96
OTHER REVENUE	850.93	330.40	520.53	850.93	330.40	520.53	12	7,000.00	(6,149.07)	88
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	821,450.00	(821,450.00)	100
TOTAL REVENUE	12,084.06	13,509.85	(1,425.79)	12,084.06	13,509.85	(1,425.79)	1	1,080,930.00	(1,068,845.94)	99
EXPENSE SUMMARY										
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0	1,100,725.00	(1,100,725.00)	100
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0	1,100,725.00	1,100,725.00	100
REVENUE OVER/(UNDER) EXPENDITURE	12,084.06	13,509.85	(1,425.79)	12,084.06	13,509.85	(1,425.79)		(19,795.00)	(2,169,570.94)	

	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	0.00	0.00	0.00	0	1,500.00	(1,500.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	2,194.50	0.00	2,194.50	2,194.50	0.00	2,194.50	18	12,500.00	(10,305.50)	82
OTHER REVENUE	13,415.60	9,688.00	3,727.60	13,415.60	9,688.00	3,727.60	10	140,000.00	(126,584.40)	90
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	3,256,758.00	(3,256,758.00)	100
TOTAL REVENUE	15,610.10	9,688.00	5,922.10	15,610.10	9,688.00	5,922.10	0	3,410,758.00	(3,395,147.90)	100
EXPENSE SUMMARY										
STREET MAINTENANCE	17,609.02	245,179.30	227,570.28	17,609.02	245,179.30	227,570.28	1	2,943,329.00	(2,925,719.98)	99
PARKS & RECREATION	85,880.00	249,900.00	164,020.00	85,880.00	249,900.00	164,020.00	3	3,000,000.00	(2,914,120.00)	97
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	103,489.02	495,079.30	391,590.28	103,489.02	495,079.30	391,590.28	2	5,943,329.00	5,839,839.98	98
REVENUE OVER/(UNDER) EXPENDITURE	(87,878.92)	(485,391.30)	397,512.38	(87,878.92)	(485,391.30)	397,512.38		(2,532,571.00)	(9,234,987.88)	

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	582.27	1,152.50	(570.23)	582.27	1,152.50	(570.23)	9	6,250.00	(5,667.73)	91
OTHER REVENUE	68.84	33.48	35.36	68.84	33.48	35.36	10	720.00	(651.16)	90
TOTAL REVENUE	651.11	1,185.98	(534.87)	651.11	1,185.98	(534.87)	9	6,970.00	(6,318.89)	91
EXPENSE SUMMARY										
CHILD SAFETY	0.00	22,050.00	22,050.00	0.00	22,050.00	22,050.00	0	22,050.00	(22,050.00)	100
TOTAL EXPENSE	0.00	22,050.00	22,050.00	0.00	22,050.00	22,050.00	0	22,050.00	22,050.00	100
REVENUE OVER/(UNDER) EXPENDITURE	651.11	(20,864.02)	21,515.13	651.11	(20,864.02)	21,515.13		(15,080.00)	(28,368.89)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	965.13	1,260.32	(295.19)	965.13	1,260.32	(295.19)	6	15,130.00	(14,164.87)	94
OTHER REVENUE	222.93	82.20	140.73	222.93	82.20	140.73	11	2,000.00	(1,777.07)	89
TOTAL REVENUE	1,188.06	1,342.52	(154.46)	1,188.06	1,342.52	(154.46)	7	17,130.00	(15,941.94)	93
EXPENSE SUMMARY										
COURT TECHNOLOGY	250.00	14,833.00	14,583.00	250.00	14,833.00	14,583.00	2	14,833.00	(14,583.00)	98
TOTAL EXPENSE	250.00	14,833.00	14,583.00	250.00	14,833.00	14,583.00	2	14,833.00	14,583.00	98
REVENUE OVER/(UNDER) EXPENDITURE	938.06	(13,490.48)	14,428.54	938.06	(13,490.48)	14,428.54		2,297.00	(30,524.94)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	3,350.00	(3,350.00)	100
OTHER REVENUE	726.69	247.60	479.09	726.69	247.60	479.09	18	4,000.00	(3,273.31)	82
TOTAL REVENUE	726.69	247.60	479.09	726.69	247.60	479.09	10	7,350.00	(6,623.31)	90
<u>EXPENSE SUMMARY</u>										
PUBLIC SAFETY	0.00	3,055.50	3,055.50	0.00	3,055.50	3,055.50	0	10,761.00	(10,761.00)	100
TOTAL EXPENSE	0.00	3,055.50	3,055.50	0.00	3,055.50	3,055.50	0	10,761.00	10,761.00	100
REVENUE OVER/(UNDER) EXPENDITURE	726.69	(2,807.90)	3,534.59	726.69	(2,807.90)	3,534.59		(3,411.00)	(17,384.31)	

Fund: 20 - TAX INCREMENT FINANCING FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	46,385.93	43,366.25	3,019.68	46,385.93	43,366.25	3,019.68	5	869,565.00	(823,179.07)	95
OTHER REVENUE	658.07	154.20	503.87	658.07	154.20	503.87	11	6,000.00	(5,341.93)	89
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	47,044.00	43,520.45	3,523.55	47,044.00	43,520.45	3,523.55	5	875,565.00	(828,521.00)	95
EXPENSE SUMMARY										
TAX INCREMENT FINANCING	0.00	0.00	0.00	0.00	0.00	0.00	0	821,450.00	(821,450.00)	100
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0	821,450.00	821,450.00	100
REVENUE OVER/(UNDER) EXPENDITURE	47,044.00	43,520.45	3,523.55	47,044.00	43,520.45	3,523.55		54,115.00	(1,649,971.00)	

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	61,720.58	70,792.40	(9,071.82)	61,720.58	70,792.40	(9,071.82)	8	772,000.00	(710,279.42)	92
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	1,920.78	1,081.80	838.98	1,920.78	1,081.80	838.98	11	18,000.00	(16,079.22)	89
TOTAL REVENUE	63,641.36	71,874.20	(8,232.84)	63,641.36	71,874.20	(8,232.84)	8	790,000.00	(726,358.64)	92
<u>EXPENSE SUMMARY</u>										
SEDA	76,130.70	64,299.94	(11,830.76)	76,130.70	64,299.94	(11,830.76)	10	790,000.00	(713,869.30)	90
TOTAL EXPENSE	76,130.70	64,299.94	(11,830.76)	76,130.70	64,299.94	(11,830.76)	10	790,000.00	713,869.30	90
REVENUE OVER/(UNDER) EXPENDITURE	(12,489.34)	7,574.26	(20,063.60)	(12,489.34)	7,574.26	(20,063.60)		0.00	(1,440,227.94)	



City of Stephenville

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	1,247,249.59	1,124,322.41	-122,927.18	-9.86%	1,247,249.59	1,124,322.41	-122,927.18	-9.86%
41 - LICENSES AND PERMITS	102,678.40	43,946.50	-58,731.90	-57.20%	102,678.40	43,946.50	-58,731.90	-57.20%
42 - FINES AND FORFEITURES	40,624.72	22,209.01	-18,415.71	-45.33%	40,624.72	22,209.01	-18,415.71	-45.33%
43 - INTERGOVERNMENTAL	300.00	1,900.00	1,600.00	533.33%	300.00	1,900.00	1,600.00	533.33%
44 - CHARGES FOR SERVICES	55,037.14	73,053.17	18,016.03	32.73%	55,037.14	73,053.17	18,016.03	32.73%
45 - OTHER REVENUE	46,027.99	113,328.42	67,300.43	146.22%	46,027.99	113,328.42	67,300.43	146.22%
Revenue Total:	1,491,917.84	1,378,759.51	-113,158.33	-7.58%	1,491,917.84	1,378,759.51	-113,158.33	-7.58%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	1,570.41	1,320.26	250.15	15.93%	1,570.41	1,320.26	250.15	15.93%
52 - CONTRACTUAL	43,577.49	34,310.10	9,267.39	21.27%	43,577.49	34,310.10	9,267.39	21.27%
53 - GENERAL SERVICES	773.42	797.51	-24.09	-3.11%	773.42	797.51	-24.09	-3.11%
Department 101 - CITY COUNCIL Total:	45,921.32	36,427.87	9,493.45	20.67%	45,921.32	36,427.87	9,493.45	20.67%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	21,778.97	20,758.66	1,020.31	4.68%	21,778.97	20,758.66	1,020.31	4.68%
52 - CONTRACTUAL	2,488.19	1,859.56	628.63	25.26%	2,488.19	1,859.56	628.63	25.26%
53 - GENERAL SERVICES	88.23	0.00	88.23	100.00%	88.23	0.00	88.23	100.00%
Department 102 - CITY MANAGER Total:	24,355.39	22,618.22	1,737.17	7.13%	24,355.39	22,618.22	1,737.17	7.13%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	7,783.16	8,396.38	-613.22	-7.88%	7,783.16	8,396.38	-613.22	-7.88%
52 - CONTRACTUAL	6,559.06	8,826.38	-2,267.32	-34.57%	6,559.06	8,826.38	-2,267.32	-34.57%
53 - GENERAL SERVICES	52.98	69.50	-16.52	-31.18%	52.98	69.50	-16.52	-31.18%
54 - MACHINE & EQUIPMENT MAI	49,659.95	60,259.01	-10,599.06	-21.34%	49,659.95	60,259.01	-10,599.06	-21.34%
Department 103 - CITY SECRETARY Total:	64,055.15	77,551.27	-13,496.12	-21.07%	64,055.15	77,551.27	-13,496.12	-21.07%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	12,656.83	9,813.33	2,843.50	22.47%	12,656.83	9,813.33	2,843.50	22.47%
Department 104 - EMERGENCY MANAGEMENT Total:	12,656.83	9,813.33	2,843.50	22.47%	12,656.83	9,813.33	2,843.50	22.47%
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	1,912.63	1,847.81	64.82	3.39%	1,912.63	1,847.81	64.82	3.39%
52 - CONTRACTUAL	5,900.78	6,506.71	-605.93	-10.27%	5,900.78	6,506.71	-605.93	-10.27%
53 - GENERAL SERVICES	313.40	509.34	-195.94	-62.52%	313.40	509.34	-195.94	-62.52%
54 - MACHINE & EQUIPMENT MAI	15,417.87	17.57	15,400.30	99.89%	15,417.87	17.57	15,400.30	99.89%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Category...	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Department 105 - MUNICIPAL BUILDING Total:	23,544.68	8,881.43	14,663.25	62.28%	23,544.68	8,881.43	14,663.25	62.28%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	3,611.25	17,548.09	-13,936.84	-385.93%	3,611.25	17,548.09	-13,936.84	-385.93%
52 - CONTRACTUAL	7,462.74	6,663.34	799.40	10.71%	7,462.74	6,663.34	799.40	10.71%
53 - GENERAL SERVICES	120.85	-6,631.41	6,752.26	5,587.31%	120.85	-6,631.41	6,752.26	5,587.31%
54 - MACHINE & EQUIPMENT MAI	0.00	210.17	-210.17	0.00%	0.00	210.17	-210.17	0.00%
55 - CAPITAL OUTLAY	0.00	19,949.25	-19,949.25	0.00%	0.00	19,949.25	-19,949.25	0.00%
Department 106 - MUNICIPAL SERVICES CTR Total:	11,194.84	37,739.44	-26,544.60	-237.11%	11,194.84	37,739.44	-26,544.60	-237.11%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	4,517.97	12,310.40	-7,792.43	-172.48%	4,517.97	12,310.40	-7,792.43	-172.48%
52 - CONTRACTUAL	5,391.65	4,670.29	721.36	13.38%	5,391.65	4,670.29	721.36	13.38%
53 - GENERAL SERVICES	148.14	53.84	94.30	63.66%	148.14	53.84	94.30	63.66%
Department 107 - HUMAN RESOURCES Total:	10,057.76	17,034.53	-6,976.77	-69.37%	10,057.76	17,034.53	-6,976.77	-69.37%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	3,523.76	3,469.60	54.16	1.54%	3,523.76	3,469.60	54.16	1.54%
52 - CONTRACTUAL	3,221.98	6,052.84	-2,830.86	-87.86%	3,221.98	6,052.84	-2,830.86	-87.86%
53 - GENERAL SERVICES	1,337.10	475.00	862.10	64.48%	1,337.10	475.00	862.10	64.48%
Department 108 - DOWNTOWN Total:	8,082.84	9,997.44	-1,914.60	-23.69%	8,082.84	9,997.44	-1,914.60	-23.69%
Department: 201 - FINANCE								
51 - PERSONNEL	26,837.99	26,615.51	222.48	0.83%	26,837.99	26,615.51	222.48	0.83%
52 - CONTRACTUAL	5,492.12	2,473.02	3,019.10	54.97%	5,492.12	2,473.02	3,019.10	54.97%
53 - GENERAL SERVICES	296.37	209.56	86.81	29.29%	296.37	209.56	86.81	29.29%
54 - MACHINE & EQUIPMENT MAI	18,997.00	28,549.32	-9,552.32	-50.28%	18,997.00	28,549.32	-9,552.32	-50.28%
55 - CAPITAL OUTLAY	0.00	35,330.00	-35,330.00	0.00%	0.00	35,330.00	-35,330.00	0.00%
Department 201 - FINANCE Total:	51,623.48	93,177.41	-41,553.93	-80.49%	51,623.48	93,177.41	-41,553.93	-80.49%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	10,833.86	10,738.95	94.91	0.88%	10,833.86	10,738.95	94.91	0.88%
52 - CONTRACTUAL	2,125.80	2,897.00	-771.20	-36.28%	2,125.80	2,897.00	-771.20	-36.28%
53 - GENERAL SERVICES	16.00	6,624.73	-6,608.73	-41,304.56%	16.00	6,624.73	-6,608.73	-41,304.56%
54 - MACHINE & EQUIPMENT MAI	67,057.04	41,794.96	25,262.08	37.67%	67,057.04	41,794.96	25,262.08	37.67%
Department 203 - INFORMATION TECHNOLOGY Total:	80,032.70	62,055.64	17,977.06	22.46%	80,032.70	62,055.64	17,977.06	22.46%
Department: 204 - TAX								
52 - CONTRACTUAL	56,498.08	57,549.56	-1,051.48	-1.86%	56,498.08	57,549.56	-1,051.48	-1.86%
Department 204 - TAX Total:	56,498.08	57,549.56	-1,051.48	-1.86%	56,498.08	57,549.56	-1,051.48	-1.86%
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	2,904.81	2,147.82	756.99	26.06%	2,904.81	2,147.82	756.99	26.06%
52 - CONTRACTUAL	208.62	332.34	-123.72	-59.30%	208.62	332.34	-123.72	-59.30%
Department 301 - LEGAL COUNSEL Total:	3,113.43	2,480.16	633.27	20.34%	3,113.43	2,480.16	633.27	20.34%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	3,553.16	3,396.44	156.72	4.41%	3,553.16	3,396.44	156.72	4.41%
52 - CONTRACTUAL	1,680.94	2,966.52	-1,285.58	-76.48%	1,680.94	2,966.52	-1,285.58	-76.48%
53 - GENERAL SERVICES	1,083.29	2,847.21	-1,763.92	-162.83%	1,083.29	2,847.21	-1,763.92	-162.83%
54 - MACHINE & EQUIPMENT MAI	1,353.00	0.00	1,353.00	100.00%	1,353.00	0.00	1,353.00	100.00%
Department 302 - MUNICIPAL COURT Total:	7,670.39	9,210.17	-1,539.78	-20.07%	7,670.39	9,210.17	-1,539.78	-20.07%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	34,082.33	28,729.32	5,353.01	15.71%	34,082.33	28,729.32	5,353.01	15.71%
52 - CONTRACTUAL	16,917.40	23,216.12	-6,298.72	-37.23%	16,917.40	23,216.12	-6,298.72	-37.23%
53 - GENERAL SERVICES	11,957.78	3,548.73	8,409.05	70.32%	11,957.78	3,548.73	8,409.05	70.32%
54 - MACHINE & EQUIPMENT MAI	18,386.93	11,892.46	6,494.47	35.32%	18,386.93	11,892.46	6,494.47	35.32%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 402 - STREET MAINTENANCE Total:	81,344.44	67,386.63	13,957.81	17.16%	81,344.44	67,386.63	13,957.81	17.16%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	67,003.49	59,457.12	7,546.37	11.26%	67,003.49	59,457.12	7,546.37	11.26%
52 - CONTRACTUAL	68,431.20	60,547.41	7,883.79	11.52%	68,431.20	60,547.41	7,883.79	11.52%
53 - GENERAL SERVICES	21,264.24	16,988.99	4,275.25	20.11%	21,264.24	16,988.99	4,275.25	20.11%
54 - MACHINE & EQUIPMENT MAI	19,332.64	10,065.50	9,267.14	47.94%	19,332.64	10,065.50	9,267.14	47.94%
55 - CAPITAL OUTLAY	23,777.70	22,000.00	1,777.70	7.48%	23,777.70	22,000.00	1,777.70	7.48%
Department 501 - PARKS & RECREATION Total:	199,809.27	169,059.02	30,750.25	15.39%	199,809.27	169,059.02	30,750.25	15.39%
Department: 504 - LIBRARY								
51 - PERSONNEL	11,240.81	11,065.94	174.87	1.56%	11,240.81	11,065.94	174.87	1.56%
52 - CONTRACTUAL	2,637.04	3,422.51	-785.47	-29.79%	2,637.04	3,422.51	-785.47	-29.79%
53 - GENERAL SERVICES	28.54	324.33	-295.79	-1,036.41%	28.54	324.33	-295.79	-1,036.41%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 504 - LIBRARY Total:	13,906.39	14,812.78	-906.39	-6.52%	13,906.39	14,812.78	-906.39	-6.52%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	5,007.53	9,904.04	-4,896.51	-97.78%	5,007.53	9,904.04	-4,896.51	-97.78%
52 - CONTRACTUAL	5,208.90	8,222.08	-3,013.18	-57.85%	5,208.90	8,222.08	-3,013.18	-57.85%
53 - GENERAL SERVICES	1,123.34	931.25	192.09	17.10%	1,123.34	931.25	192.09	17.10%
55 - CAPITAL OUTLAY	306,457.00	0.00	306,457.00	100.00%	306,457.00	0.00	306,457.00	100.00%
Department 506 - SENIOR CENTER Total:	317,796.77	19,057.37	298,739.40	94.00%	317,796.77	19,057.37	298,739.40	94.00%
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	2,545.00	132.00	2,413.00	94.81%	2,545.00	132.00	2,413.00	94.81%
52 - CONTRACTUAL	6,005.88	7,061.82	-1,055.94	-17.58%	6,005.88	7,061.82	-1,055.94	-17.58%
53 - GENERAL SERVICES	649.60	1,694.80	-1,045.20	-160.90%	649.60	1,694.80	-1,045.20	-160.90%
54 - MACHINE & EQUIPMENT MAI	0.00	2,346.72	-2,346.72	0.00%	0.00	2,346.72	-2,346.72	0.00%
Department 507 - AQUATIC CENTER Total:	9,200.48	11,235.34	-2,034.86	-22.12%	9,200.48	11,235.34	-2,034.86	-22.12%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	252,860.42	259,129.43	-6,269.01	-2.48%	252,860.42	259,129.43	-6,269.01	-2.48%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
52 - CONTRACTUAL	57,958.43	71,829.01	-13,870.58	-23.93%	57,958.43	71,829.01	-13,870.58	-23.93%
53 - GENERAL SERVICES	21,032.40	39,610.83	-18,578.43	-88.33%	21,032.40	39,610.83	-18,578.43	-88.33%
54 - MACHINE & EQUIPMENT MAI	26,213.94	18,911.44	7,302.50	27.86%	26,213.94	18,911.44	7,302.50	27.86%
55 - CAPITAL OUTLAY	0.00	55.19	-55.19	0.00%	0.00	55.19	-55.19	0.00%
Department 601 - FIRE DEPARTMENT Total:	358,065.19	389,535.90	-31,470.71	-8.79%	358,065.19	389,535.90	-31,470.71	-8.79%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	311,120.85	339,699.20	-28,578.35	-9.19%	311,120.85	339,699.20	-28,578.35	-9.19%
52 - CONTRACTUAL	135,908.28	177,560.69	-41,652.41	-30.65%	135,908.28	177,560.69	-41,652.41	-30.65%
53 - GENERAL SERVICES	4,697.28	13,264.41	-8,567.13	-182.38%	4,697.28	13,264.41	-8,567.13	-182.38%
54 - MACHINE & EQUIPMENT MAI	97,280.77	31,107.86	66,172.91	68.02%	97,280.77	31,107.86	66,172.91	68.02%
Department 701 - POLICE DEPARTMENT Total:	549,007.18	561,632.16	-12,624.98	-2.30%	549,007.18	561,632.16	-12,624.98	-2.30%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	25,502.03	25,138.70	363.33	1.42%	25,502.03	25,138.70	363.33	1.42%
52 - CONTRACTUAL	6,502.34	5,480.62	1,021.72	15.71%	6,502.34	5,480.62	1,021.72	15.71%
53 - GENERAL SERVICES	1,220.06	8,794.47	-7,574.41	-620.82%	1,220.06	8,794.47	-7,574.41	-620.82%
54 - MACHINE & EQUIPMENT MAI	16,960.25	14,550.00	2,410.25	14.21%	16,960.25	14,550.00	2,410.25	14.21%
Department 801 - DEVELOPMENT SERVICES Total:	50,184.68	53,963.79	-3,779.11	-7.53%	50,184.68	53,963.79	-3,779.11	-7.53%
Department: 804 - GIS								
51 - PERSONNEL	4,326.97	4,241.89	85.08	1.97%	4,326.97	4,241.89	85.08	1.97%
52 - CONTRACTUAL	816.90	380.13	436.77	53.47%	816.90	380.13	436.77	53.47%
53 - GENERAL SERVICES	190.08	0.00	190.08	100.00%	190.08	0.00	190.08	100.00%
Department 804 - GIS Total:	5,333.95	4,622.02	711.93	13.35%	5,333.95	4,622.02	711.93	13.35%
Expense Total:	1,983,455.24	1,735,841.48	247,613.76	12.48%	1,983,455.24	1,735,841.48	247,613.76	12.48%
Fund 01 Surplus (Deficit):	-491,537.40	-357,081.97	134,455.43	27.35%	-491,537.40	-357,081.97	134,455.43	27.35%

Prior-Year Comparative Income Statement

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Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	476.10	0.00	-476.10	-100.00%	476.10	0.00	-476.10	-100.00%
44 - CHARGES FOR SERVICES	1,008,484.83	1,106,518.67	98,033.84	9.72%	1,008,484.83	1,106,518.67	98,033.84	9.72%
45 - OTHER REVENUE	61,004.49	36,396.52	-24,607.97	-40.34%	61,004.49	36,396.52	-24,607.97	-40.34%
Revenue Total:	1,069,965.42	1,142,915.19	72,949.77	6.82%	1,069,965.42	1,142,915.19	72,949.77	6.82%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	58,360.60	59,896.79	-1,536.19	-2.63%	58,360.60	59,896.79	-1,536.19	-2.63%
52 - CONTRACTUAL	6,032.20	6,005.93	26.27	0.44%	6,032.20	6,005.93	26.27	0.44%
53 - GENERAL SERVICES	893.70	1,642.09	-748.39	-83.74%	893.70	1,642.09	-748.39	-83.74%
54 - MACHINE & EQUIPMENT MAI	151.99	95.46	56.53	37.19%	151.99	95.46	56.53	37.19%
55 - CAPITAL OUTLAY	-878,775.55	0.00	-878,775.55	-100.00%	-878,775.55	0.00	-878,775.55	-100.00%
Department 000 - UTILITIES ADMINISTRATION Total:	-813,337.06	67,640.27	-880,977.33	-108.32%	-813,337.06	67,640.27	-880,977.33	-108.32%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	18,772.97	19,331.99	-559.02	-2.98%	18,772.97	19,331.99	-559.02	-2.98%
52 - CONTRACTUAL	63,125.24	45,988.99	17,136.25	27.15%	63,125.24	45,988.99	17,136.25	27.15%
53 - GENERAL SERVICES	1,370.91	1,030.32	340.59	24.84%	1,370.91	1,030.32	340.59	24.84%
54 - MACHINE & EQUIPMENT MAI	4,524.50	11,542.24	-7,017.74	-155.11%	4,524.50	11,542.24	-7,017.74	-155.11%
55 - CAPITAL OUTLAY	-14,846.85	9,758.03	-24,604.88	-165.72%	-14,846.85	9,758.03	-24,604.88	-165.72%
Department 001 - WATER PRODUCTION Total:	72,946.77	87,651.57	-14,704.80	-20.16%	72,946.77	87,651.57	-14,704.80	-20.16%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	13,465.82	11,153.04	2,312.78	17.18%	13,465.82	11,153.04	2,312.78	17.18%
52 - CONTRACTUAL	4,765.70	5,944.07	-1,178.37	-24.73%	4,765.70	5,944.07	-1,178.37	-24.73%
53 - GENERAL SERVICES	12,904.72	5,770.73	7,133.99	55.28%	12,904.72	5,770.73	7,133.99	55.28%
54 - MACHINE & EQUIPMENT MAI	17,892.18	12,322.67	5,569.51	31.13%	17,892.18	12,322.67	5,569.51	31.13%
55 - CAPITAL OUTLAY	-189,648.28	195.00	-189,843.28	-100.10%	-189,648.28	195.00	-189,843.28	-100.10%
Department 002 - WATER DISTRIBUTION Total:	-140,619.86	35,385.51	-176,005.37	-125.16%	-140,619.86	35,385.51	-176,005.37	-125.16%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	12,450.03	9,075.11	3,374.92	27.11%	12,450.03	9,075.11	3,374.92	27.11%
52 - CONTRACTUAL	4,378.62	4,372.27	6.35	0.15%	4,378.62	4,372.27	6.35	0.15%
53 - GENERAL SERVICES	1,891.20	1,142.05	749.15	39.61%	1,891.20	1,142.05	749.15	39.61%
54 - MACHINE & EQUIPMENT MAI	59,862.68	3,870.01	55,992.67	93.54%	59,862.68	3,870.01	55,992.67	93.54%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 003 - CUSTOMER SERVICE Total:	78,582.53	18,459.44	60,123.09	76.51%	78,582.53	18,459.44	60,123.09	76.51%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	22,354.19	19,516.86	2,837.33	12.69%	22,354.19	19,516.86	2,837.33	12.69%
52 - CONTRACTUAL	19,129.42	17,182.79	1,946.63	10.18%	19,129.42	17,182.79	1,946.63	10.18%
53 - GENERAL SERVICES	1,690.14	2,084.47	-394.33	-23.33%	1,690.14	2,084.47	-394.33	-23.33%
54 - MACHINE & EQUIPMENT MAI	3,858.49	921.39	2,937.10	76.12%	3,858.49	921.39	2,937.10	76.12%

Prior-Year Comparative Income Statement

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Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
55 - CAPITAL OUTLAY	-1,006,461.05	0.00	-1,006,461.05	-100.00%	-1,006,461.05	0.00	-1,006,461.05	-100.00%
Department 011 - WASTEWATER COLLECTION Total:	-959,428.81	39,705.51	-999,134.32	-104.14%	-959,428.81	39,705.51	-999,134.32	-104.14%
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	97,180.95	121,370.94	-24,189.99	-24.89%	97,180.95	121,370.94	-24,189.99	-24.89%
54 - MACHINE & EQUIPMENT MAI	20,699.25	2,298.00	18,401.25	88.90%	20,699.25	2,298.00	18,401.25	88.90%
55 - CAPITAL OUTLAY	215,917.30	26,525.00	189,392.30	87.72%	215,917.30	26,525.00	189,392.30	87.72%
Department 012 - WASTEWATER TREATMENT Total:	333,797.50	150,193.94	183,603.56	55.00%	333,797.50	150,193.94	183,603.56	55.00%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	4,704.43	4,856.84	-152.41	-3.24%	4,704.43	4,856.84	-152.41	-3.24%
52 - CONTRACTUAL	14,114.75	21,596.99	-7,482.24	-53.01%	14,114.75	21,596.99	-7,482.24	-53.01%
53 - GENERAL SERVICES	41,740.56	84,126.21	-42,385.65	-101.55%	41,740.56	84,126.21	-42,385.65	-101.55%
54 - MACHINE & EQUIPMENT MAI	22,950.00	265.00	22,685.00	98.85%	22,950.00	265.00	22,685.00	98.85%
Department 020 - BILLING & COLLECTION Total:	83,509.74	110,845.04	-27,335.30	-32.73%	83,509.74	110,845.04	-27,335.30	-32.73%
Department: 901 - NON-DEPARTMENTAL								
52 - CONTRACTUAL	72,904.51	84,137.07	-11,232.56	-15.41%	72,904.51	84,137.07	-11,232.56	-15.41%
56 - BANK CHARGES	4.47	0.00	4.47	100.00%	4.47	0.00	4.47	100.00%
Department 901 - NON-DEPARTMENTAL Total:	72,908.98	84,137.07	-11,228.09	-15.40%	72,908.98	84,137.07	-11,228.09	-15.40%
Expense Total:	-1,271,640.21	594,018.35	-1,865,658.56	-146.71%	-1,271,640.21	594,018.35	-1,865,658.56	-146.71%
Fund 02 Surplus (Deficit):	2,341,605.63	548,896.84	-1,792,708.79	-76.56%	2,341,605.63	548,896.84	-1,792,708.79	-76.56%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	159,968.12	175,349.41	15,381.29	9.62%	159,968.12	175,349.41	15,381.29	9.62%
45 - OTHER REVENUE	12,605.24	13,726.38	1,121.14	8.89%	12,605.24	13,726.38	1,121.14	8.89%
Revenue Total:	172,573.36	189,075.79	16,502.43	9.56%	172,573.36	189,075.79	16,502.43	9.56%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	25,177.44	24,409.79	767.65	3.05%	25,177.44	24,409.79	767.65	3.05%
52 - CONTRACTUAL	23,568.04	38,004.14	-14,436.10	-61.25%	23,568.04	38,004.14	-14,436.10	-61.25%
53 - GENERAL SERVICES	9,207.26	8,287.33	919.93	9.99%	9,207.26	8,287.33	919.93	9.99%
54 - MACHINE & EQUIPMENT MAI	32,127.63	2,145.98	29,981.65	93.32%	32,127.63	2,145.98	29,981.65	93.32%
55 - CAPITAL OUTLAY	0.00	30,473.99	-30,473.99	0.00%	0.00	30,473.99	-30,473.99	0.00%
Department 030 - LANDFILL Total:	90,080.37	103,321.23	-13,240.86	-14.70%	90,080.37	103,321.23	-13,240.86	-14.70%
Expense Total:	90,080.37	103,321.23	-13,240.86	-14.70%	90,080.37	103,321.23	-13,240.86	-14.70%
Fund 03 Surplus (Deficit):	82,492.99	85,754.56	3,261.57	3.95%	82,492.99	85,754.56	3,261.57	3.95%

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Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 04 - AIRPORT FUND								
Revenue								
44 - CHARGES FOR SERVICES	60,730.05	37,042.00	-23,688.05	-39.01%	60,730.05	37,042.00	-23,688.05	-39.01%
Revenue Total:	60,730.05	37,042.00	-23,688.05	-39.01%	60,730.05	37,042.00	-23,688.05	-39.01%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	3,959.90	4,098.86	-138.96	-3.51%	3,959.90	4,098.86	-138.96	-3.51%
52 - CONTRACTUAL	14,948.04	18,003.79	-3,055.75	-20.44%	14,948.04	18,003.79	-3,055.75	-20.44%
53 - GENERAL SERVICES	32.64	23.30	9.34	28.62%	32.64	23.30	9.34	28.62%
54 - MACHINE & EQUIPMENT MAI	1,937.51	2,867.90	-930.39	-48.02%	1,937.51	2,867.90	-930.39	-48.02%
55 - CAPITAL OUTLAY	0.00	7,874.91	-7,874.91	0.00%	0.00	7,874.91	-7,874.91	0.00%
Department 040 - AIRPORT Total:	20,878.09	32,868.76	-11,990.67	-57.43%	20,878.09	32,868.76	-11,990.67	-57.43%
Expense Total:	20,878.09	32,868.76	-11,990.67	-57.43%	20,878.09	32,868.76	-11,990.67	-57.43%
Fund 04 Surplus (Deficit):	39,851.96	4,173.24	-35,678.72	-89.53%	39,851.96	4,173.24	-35,678.72	-89.53%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	10,114.31	0.00	-10,114.31	-100.00%	10,114.31	0.00	-10,114.31	-100.00%
44 - CHARGES FOR SERVICES	83,989.87	125,464.49	41,474.62	49.38%	83,989.87	125,464.49	41,474.62	49.38%
45 - OTHER REVENUE	4,987.15	4,485.09	-502.06	-10.07%	4,987.15	4,485.09	-502.06	-10.07%
Revenue Total:	99,091.33	129,949.58	30,858.25	31.14%	99,091.33	129,949.58	30,858.25	31.14%
Expense								
Department: 050 - STORM WATER DRAINAGE								
55 - CAPITAL OUTLAY	19,750.00	2,917.85	16,832.15	85.23%	19,750.00	2,917.85	16,832.15	85.23%
Department 050 - STORM WATER DRAINAGE Total:	19,750.00	2,917.85	16,832.15	85.23%	19,750.00	2,917.85	16,832.15	85.23%
Expense Total:	19,750.00	2,917.85	16,832.15	85.23%	19,750.00	2,917.85	16,832.15	85.23%
Fund 05 Surplus (Deficit):	79,341.33	127,031.73	47,690.40	60.11%	79,341.33	127,031.73	47,690.40	60.11%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	360.60	0.00	-360.60	-100.00%	360.60	0.00	-360.60	-100.00%
44 - CHARGES FOR SERVICES	0.00	350.00	350.00	0.00%	0.00	350.00	350.00	0.00%
45 - OTHER REVENUE	7,879.03	7,795.00	-84.03	-1.07%	7,879.03	7,795.00	-84.03	-1.07%
Revenue Total:	8,239.63	8,145.00	-94.63	-1.15%	8,239.63	8,145.00	-94.63	-1.15%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	3,447.46	3,330.51	116.95	3.39%	3,447.46	3,330.51	116.95	3.39%
52 - CONTRACTUAL	56,001.04	9,459.17	46,541.87	83.11%	56,001.04	9,459.17	46,541.87	83.11%
53 - GENERAL SERVICES	80.85	0.00	80.85	100.00%	80.85	0.00	80.85	100.00%
54 - MACHINE & EQUIPMENT MAI	0.00	4,694.93	-4,694.93	0.00%	0.00	4,694.93	-4,694.93	0.00%
58 - GRANT DISBURSEMENTS	5,591.62	8,279.28	-2,687.66	-48.07%	5,591.62	8,279.28	-2,687.66	-48.07%
Department 070 - TOURISM Total:	65,120.97	25,763.89	39,357.08	60.44%	65,120.97	25,763.89	39,357.08	60.44%
Expense Total:	65,120.97	25,763.89	39,357.08	60.44%	65,120.97	25,763.89	39,357.08	60.44%
Fund 07 Surplus (Deficit):	-56,881.34	-17,618.89	39,262.45	69.03%	-56,881.34	-17,618.89	39,262.45	69.03%

Prior-Year Comparative Income Statement

					For the Period Ending 10/31/2025			
Categor...	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	17,009.23	11,233.13	-5,776.10	-33.96%	17,009.23	11,233.13	-5,776.10	-33.96%
45 - OTHER REVENUE	698.46	850.93	152.47	21.83%	698.46	850.93	152.47	21.83%
Revenue Total:	17,707.69	12,084.06	-5,623.63	-31.76%	17,707.69	12,084.06	-5,623.63	-31.76%
Fund 08 Total:	17,707.69	12,084.06	-5,623.63	-31.76%	17,707.69	12,084.06	-5,623.63	-31.76%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
44 - CHARGES FOR SERVICES	0.00	2,194.50	2,194.50	0.00%	0.00	2,194.50	2,194.50	0.00%
45 - OTHER REVENUE	30,372.17	13,415.60	-16,956.57	-55.83%	30,372.17	13,415.60	-16,956.57	-55.83%
Revenue Total:	30,372.17	15,610.10	-14,762.07	-48.60%	30,372.17	15,610.10	-14,762.07	-48.60%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	-617,646.43	17,609.02	-635,255.45	-102.85%	-617,646.43	17,609.02	-635,255.45	-102.85%
Department 402 - STREET MAINTENANCE Total:	-617,646.43	17,609.02	-635,255.45	-102.85%	-617,646.43	17,609.02	-635,255.45	-102.85%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	4,500.00	85,880.00	-81,380.00	-1,808.44%	4,500.00	85,880.00	-81,380.00	-1,808.44%
Department 501 - PARKS & RECREATION Total:	4,500.00	85,880.00	-81,380.00	-1,808.44%	4,500.00	85,880.00	-81,380.00	-1,808.44%
Expense Total:	-613,146.43	103,489.02	-716,635.45	-116.88%	-613,146.43	103,489.02	-716,635.45	-116.88%
Fund 10 Surplus (Deficit):	643,518.60	-87,878.92	-731,397.52	-113.66%	643,518.60	-87,878.92	-731,397.52	-113.66%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	572.56	582.27	9.71	1.70%	572.56	582.27	9.71	1.70%
45 - OTHER REVENUE	58.20	68.84	10.64	18.28%	58.20	68.84	10.64	18.28%
Revenue Total:	630.76	651.11	20.35	3.23%	630.76	651.11	20.35	3.23%
Fund 11 Total:	630.76	651.11	20.35	3.23%	630.76	651.11	20.35	3.23%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	1,813.62	965.13	-848.49	-46.78%	1,813.62	965.13	-848.49	-46.78%
45 - OTHER REVENUE	196.72	222.93	26.21	13.32%	196.72	222.93	26.21	13.32%
Revenue Total:	2,010.34	1,188.06	-822.28	-40.90%	2,010.34	1,188.06	-822.28	-40.90%
Expense								
Department: 120 - COURT TECHNOLOGY								
54 - MACHINE & EQUIPMENT MAI	884.00	250.00	634.00	71.72%	884.00	250.00	634.00	71.72%
Department 120 - COURT TECHNOLOGY Total:	884.00	250.00	634.00	71.72%	884.00	250.00	634.00	71.72%
Expense Total:	884.00	250.00	634.00	71.72%	884.00	250.00	634.00	71.72%
Fund 12 Surplus (Deficit):	1,126.34	938.06	-188.28	-16.72%	1,126.34	938.06	-188.28	-16.72%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
45 - OTHER REVENUE	571.42	726.69	155.27	27.17%	571.42	726.69	155.27	27.17%
Revenue Total:	571.42	726.69	155.27	27.17%	571.42	726.69	155.27	27.17%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	2,338.81	0.00	2,338.81	100.00%	2,338.81	0.00	2,338.81	100.00%
Department 130 - PUBLIC SAFETY Total:	2,338.81	0.00	2,338.81	100.00%	2,338.81	0.00	2,338.81	100.00%
Expense Total:	2,338.81	0.00	2,338.81	100.00%	2,338.81	0.00	2,338.81	100.00%
Fund 13 Surplus (Deficit):	-1,767.39	726.69	2,494.08	141.12%	-1,767.39	726.69	2,494.08	141.12%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	41,725.56	46,385.93	4,660.37	11.17%	41,725.56	46,385.93	4,660.37	11.17%
45 - OTHER REVENUE	311.66	658.07	346.41	111.15%	311.66	658.07	346.41	111.15%
Revenue Total:	42,037.22	47,044.00	5,006.78	11.91%	42,037.22	47,044.00	5,006.78	11.91%
Fund 20 Total:	42,037.22	47,044.00	5,006.78	11.91%	42,037.22	47,044.00	5,006.78	11.91%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Categor...	2024-2025 Oct. Activity	2025-2026 Oct. Activity	Oct. Variance Favorable / (Unfavorable)	Variance %	2024-2025 YTD Activity	2025-2026 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 79 - SEDA								
Revenue								
40 - TAXES	66,025.86	61,720.58	-4,305.28	-6.52%	66,025.86	61,720.58	-4,305.28	-6.52%
45 - OTHER REVENUE	3,281.06	1,920.78	-1,360.28	-41.46%	3,281.06	1,920.78	-1,360.28	-41.46%
Revenue Total:	69,306.92	63,641.36	-5,665.56	-8.17%	69,306.92	63,641.36	-5,665.56	-8.17%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	17,366.97	21,999.09	-4,632.12	-26.67%	17,366.97	21,999.09	-4,632.12	-26.67%
52 - CONTRACTUAL	871.25	6,856.23	-5,984.98	-686.94%	871.25	6,856.23	-5,984.98	-686.94%
53 - GENERAL SERVICES	89.07	16.00	73.07	82.04%	89.07	16.00	73.07	82.04%
54 - MACHINE & EQUIPMENT MAI	0.00	500.00	-500.00	0.00%	0.00	500.00	-500.00	0.00%
55 - CAPITAL OUTLAY	10,371.97	44,259.38	-33,887.41	-326.72%	10,371.97	44,259.38	-33,887.41	-326.72%
58 - GRANT DISBURSEMENTS	50,000.00	0.00	50,000.00	100.00%	50,000.00	0.00	50,000.00	100.00%
59 - TRANSFER	2,500.00	2,500.00	0.00	0.00%	2,500.00	2,500.00	0.00	0.00%
Department 790 - SEDA Total:	81,199.26	76,130.70	5,068.56	6.24%	81,199.26	76,130.70	5,068.56	6.24%
Expense Total:	81,199.26	76,130.70	5,068.56	6.24%	81,199.26	76,130.70	5,068.56	6.24%
Fund 79 Surplus (Deficit):	-11,892.34	-12,489.34	-597.00	-5.02%	-11,892.34	-12,489.34	-597.00	-5.02%
Total Surplus (Deficit):	2,686,234.05	352,231.17	-2,334,002.88	-86.89%	2,686,234.05	352,231.17	-2,334,002.88	-86.89%

Prior-Year Comparative Income Statement

For the Period Ending 10/31/2025

Fund Summary

Fund	2024-2025	2025-2026	Oct. Variance	Variance %	2024-2025	2025-2026	YTD Variance	Variance %
	Oct. Activity	Oct. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
01 - GENERAL FUND	-491,537.40	-357,081.97	134,455.43	27.35%	-491,537.40	-357,081.97	134,455.43	27.35%
02 - WATER AND WASTEWA...	2,341,605.63	548,896.84	-1,792,708.79	-76.56%	2,341,605.63	548,896.84	-1,792,708.79	-76.56%
03 - SANITARY LANDFILL FU...	82,492.99	85,754.56	3,261.57	3.95%	82,492.99	85,754.56	3,261.57	3.95%
04 - AIRPORT FUND	39,851.96	4,173.24	-35,678.72	-89.53%	39,851.96	4,173.24	-35,678.72	-89.53%
05 - STORM WATER DRAINA...	79,341.33	127,031.73	47,690.40	60.11%	79,341.33	127,031.73	47,690.40	60.11%
07 - HOTEL OCCUPANCY TAX ...	-56,881.34	-17,618.89	39,262.45	69.03%	-56,881.34	-17,618.89	39,262.45	69.03%
08 - DEBT SERVICE FUND	17,707.69	12,084.06	-5,623.63	-31.76%	17,707.69	12,084.06	-5,623.63	-31.76%
10 - CAPITAL PROJECTS FUND	643,518.60	-87,878.92	-731,397.52	-113.66%	643,518.60	-87,878.92	-731,397.52	-113.66%
11 - CHILD SAFETY FUND	630.76	651.11	20.35	3.23%	630.76	651.11	20.35	3.23%
12 - COURT TECHNOLOGY F...	1,126.34	938.06	-188.28	-16.72%	1,126.34	938.06	-188.28	-16.72%
13 - PUBLIC SAFETY FUND	-1,767.39	726.69	2,494.08	141.12%	-1,767.39	726.69	2,494.08	141.12%
20 - TAX INCREMENT FINANC...	42,037.22	47,044.00	5,006.78	11.91%	42,037.22	47,044.00	5,006.78	11.91%
79 - SEDA	-11,892.34	-12,489.34	-597.00	-5.02%	-11,892.34	-12,489.34	-597.00	-5.02%
Total Surplus (Deficit):	2,686,234.05	352,231.17	-2,334,002.88	-86.89%	2,686,234.05	352,231.17	-2,334,002.88	-86.89%



CITY COUNCIL

MEETING MINUTES
REGULAR MEETING
NOVEMBER 4, 2025

CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, November 4, 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
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

Mayor Pro Tem David Baskett called the Regular Meeting to order at 05:30 PM.

PLEDGES OF ALLEGIANCE

Councilman Brandon Greenhaw led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Rob Gleason with Valley Grove Baptist voiced the invocation.

PRESENTATIONS AND RECOGNITIONS

1. **Recognition of Rodeo Athletes**

Council Member LeAnn Durfey recognized the following rodeo athletes that were recipients of sponsorships from the City of Stephenville for the 2025 Rodeo Season:

Jackie Crawford
JJ Hampton
Jacobs Crawley
Wesley Thorp

2. **Proclamation Recognizing the National Association of School Psychologists (NASP) for National School Psychology Week (NSPW)**

Mayor Pro Tem David Baskett read the following proclamation for National School Psychology Week:

Whereas, Children and youth learn best when they are healthy, supported, and receive an education that enables them to thrive academically, socially, and emotionally; and

Whereas, Schools can more effectively ensure that all students are able to learn when they meet the needs of the whole child and provide integrated, multitiered supports; and

Whereas, Children's mental health is directly linked to their learning and development, and benefits when the learning environment provides an optimal context to promote good mental health through connectedness within the school and community; and

Whereas, Sound psychological principles are integral to instruction and learning, school safety, social and emotional development, prevention, early intervention, and support of culturally diverse student populations; and

Whereas, School psychologists are specially trained to foster and deliver, in the school and community, a continuum of mental health services and academic supports that lower barriers to teaching and learning; and

Whereas, School psychologists help children thrive by nurturing their individual strengths across both personal and academic endeavors; and

Whereas, School psychologists are trained to assess student- and school-based barriers to learning and individual strengths, make data-based decisions, implement research-driven prevention and intervention strategies, and evaluate outcomes and improve accountability; and

Whereas, Stephenville should recognize the vital role that school psychologists play in the personal and academic development of our Stephenville's children,

*Therefore, We, Stephenville city council, do hereby proclaim November 3–7, 2025 as **School Psychology Week** and encourage all citizens to join in recognizing the dedicated efforts of school psychologists and the positive impact they have on the lives of our students, families, and schools.*

The proclamation was received by Dr. Stephanie Robertson, Associate Professor of Psychology, and other members of the Psychological Sciences Department from Tarleton State University.

CITIZENS GENERAL DISCUSSION

No one addressed the Council at this time.

REGULAR AGENDA

3. PUBLIC HEARING

Annexing City-Owned Parcels R78439, a Portion of R28648 and R24340 of Erath County, Texas.

Director of Development Services Steve Killen presented this item.

Upon conclusion of all legal notice requirements, a public hearing was held by and before the City Council of the City of Stephenville, Texas on the 2nd day of September 2025 at 5:30 p.m. in the City Hall Council Chambers, 298 W. Washington, Stephenville, Texas, for all persons interested in the above proposed annexation. No opposition was received.

Staff recommends adopting the ordinance annexing city-owned parcels known as 13.422 acres in the A0640 Roberts Matthew Survey, Parcel R78439, Erath County, Texas; A portion of Parcel R28648, being approximately 0.304 Acres in the A0640 Roberts Matthew Survey & City Addition Block 158 (Pt OF); Airport; Hanger Site, Stephenville Aviation; and, Parcel R24340, being 1.16 Acres in the A0640 Roberts Matthew Survey, of Erath County, Texas.

Mayor Pro Tem Baskett entered into a Public Hearing at 5:41 PM.

No one spoke in favor or opposition regarding this annexation.

Mayor Pro Tem Baskett closed the Public Hearing at 5:41:25 PM.

4. Consider Approval of Ordinance Annexing City-Owned Parcels R78439, a Portion of R28648 and R24340 of Erath County, Texas.

Motion by Alan Nix, second by Maddie Smith, to approve Ordinance No. 2025-O-30 annexing City-owned parcels R78439, a portion of R28648 and R24340 of Erath County, Texas as presented. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

5. Application No.: RZ 9140

Applicant Charles Vance Wade, Representing WW Investments, LLC., is Requesting a Rezone of Property Located at 955 N Ollie, Parcel R77978, being BLK 5; LOT 4R of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas from Integrated Housing (R-2.5) to Multiple Family Residential (R-3)

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

Mr. Wade acquired the property known as the Chandler Mansion. He is requesting the undeveloped lots bordered by Frey, Ollie, Pecan and Kight be rezoned from R-2.5 to R-3. This property was replatted and rezoned from R-1 to R-2.5 by the previous owner in late 2021. As the property is developed additional Right-of-Way dedication will be required along Ollie street.

The Planning and Zoning Commission convened on October 15, 2025. A motion to approve failed due to a lack of a second. No additional motion was made; therefore, the request moves forward to City Council without a recommendation.

One person (and their spouse) spoke in opposition of the request.

6. **PUBLIC HEARING**
Application No.: RZ 9140

Mayor Pro Tem Baskett entered into a Public Hearing at 5:51 PM.

Mr. Vance Wade, 1083 W Frey, spoke in favor of the rezone.
No one spoke in opposition of the rezone.

Mayor Pro Tem Baskett closed the Public Hearing at 5:55 PM.

7. **Consider Approval of Ordinance Rezoning Property Located at 955 N Ollie, Parcel R77978, being BLK 5; LOT 4R of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas from Integrated Housing (R-2.5) to Multiple Family Residential (R-3)**

MOTION by Maddie Smith, second by Brandon Greenhaw, to approve Ordinance No. 2025-O-31 rezoning property located at 955 N Ollie as presented. MOTION CARRIED 6 to 1 with Gerald Cook voting no.

8. **Application No.: RZ 9163**

Applicant Wyatt Thorp is Requesting a Rezone of Property Located at 587 Race, Parcel R32547, being BLK 2; LOTS 5 & 6A of the S5100 MILLICAN & OTT ADDITION of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to Integrated Housing (R-2.5)

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

Mr. Thorp is requesting a rezone with the intention of replatting into separate lots if the rezone is approved. Staff requested a survey and has confirmed the parcel has adequate frontage on Race and Donna Streets to meet the minimum lot dimensions required for this zoning district. The Future Land Use is designated as Town Center which allows residential use.

The Planning and Zoning Commission convened October 15, 2025, and by a unanimous motion of 7/0, recommended the City Council approve the rezone request.

9. **PUBLIC HEARING**
Application No.: RZ 9163

Mayor Pro Tem Baskett entered into a Public Hearing at 5:59 PM.

Mr. Wyatt Thorp, of 106 Blakeney St., spoke in favor of the rezone.
No one spoke in opposition of the rezone.

Mayor Pro Tem Baskett closed the Public Hearing at 6:01 PM.

10. **Consider Approval of Ordinance Rezoning Property Located at 587 Race, Parcel R32547, being BLK 2; LOTS 5 & 6A of the S5100 MILLICAN & OTT ADDITION of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to Integrated Housing (R-2.5)**

MOTION by Gerald Cook, second by LeAnn Durfey, to approve Ordinance No. 2025-O-32 rezoning property located at 587 Race as presented. MOTION CARRIED unanimously.

11. **Application No.: RZ 9189**

Applicant Jayton Cogburn, representing Richard J and Rebecca R Lieb, is Requesting a Rezone of Property Located at 615 College Farm Rd, Parcel R29924, being BLK 87; LOT 2B of the S2600 CITY ADDITION of the City of Stephenville, Erath County, Texas from Neighborhood Business (B-1), to Integrated Housing (R-2.5)

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

Mr. Cogburn is requesting a rezone with the intention of building a single-family home development. A pre-development meeting was held with Mr. Cogburn, and no major obstacles were observed. As developed, additional Right-of-Way dedication will be required along College Farm Rd. and the construction of the proportional improvement will be the developer's responsibility. The Future Land use is designated as Community Core which allows residential uses.

The Planning and Zoning Commission convened October 15, 2025. A motion to deny failed due to a lack of a second. A subsequent motion to approve resulted in a vote of 3/3 with one Abstention. Therefore, the request moves forward to the City Council without a recommendation.

12. **PUBLIC HEARING**
Application No.: RZ 9189

Mayor Pro Tem Baskett entered into a Public Hearing at 6:05 PM.

Mr. Jayton Cogburn, of Granbury, Texas, spoke in favor of the rezone.
No one spoke in opposition of the rezone.

Mayor Pro Tem Baskett closed the Public Hearing at 6:07 PM.

13. **Consider Approval of Ordinance Rezoning Property Located at 615 College Farm Rd, Parcel R29924, being BLK 87; LOT 2B of the S2600 CITY ADDITION of the City of Stephenville, Erath County, Texas from Neighborhood Business (B-1), to Integrated Housing (R-2.5)**

MOTION by Gerald Cook, second by Maddie Smith, to approve Ordinance No. 2025-O-33 rezoning property located at 615 College Farm Rd. as presented. MOTION CARRIED unanimously.

PUBLIC WORKS COMMITTEE

14. **Public Works Committee Meeting Report for October 21, 2025**

Public Works Committee Chair Alan Nix provided the Committee Meeting report from October 21, 2025.

Agenda Item 1: Review Household Hazardous Waste Program – Second Amendment
Discussion:

The Second Amendment to the Household Hazardous Waste Agreement with the City of Fort Worth Environmental Collection Center (ECC) was discussed. It was noted that paint,

oils, household cleaners, batteries, herbicides, and insecticides are the most common types of items disposed of at annual events. The ECC has proposed to increase the cost from \$95 per voucher to \$125 per voucher and the cost will be controlled by the number of vouchers issued. It was confirmed that the adopted budget includes funds specifically for this program.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Cook, to forward a positive recommendation to the full council to approve the Second Amendment as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the Second Amendment to the Interlocal Agreement with the City of Fort Worth Environmental Collection Center for the Household Hazardous Waste Program as presented.

Agenda Item 2: Review Budgeted Meter Reading Base Stations Quote Discussion:

The quote received from Aqua-Metric Sales Company to replace the two (2) existing, original water meter reading base stations was discussed. It was noted that the base stations are positioned on water towers and are used to transmit water meter readings for billing purposes. It was also noted the base stations are proprietary to the water meter system used by the city. It was further noted the Meter Reading Base Station replacement cost was specifically allocated in the adopted FY25-26 budget and the quoted price is \$4,651.03 under budget.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Cook, to forward a positive recommendation to the full council to approve the purchase of the budgeted Meter Reading Base Stations as presented.

The committee voted to forward a unanimously positive recommendation to the full council to approve the Meter Reading Base Stations as presented.

Agenda Item 3: Review Quotes and Financing Proposal for Landfill Dozer and Excavator Discussion:

The quotes for the budgeted landfill dozer and excavator were reviewed. It was noted the quote includes trade-in values for the existing dozer and excavator to offset some cost of the new equipment. It was also noted the negotiated costs of both pieces of equipment are under budget. The quote from Government Capital to finance the purchase of both pieces of equipment was reviewed and it was noted staff recommend a five-year financing option at 5.165%. It was further noted the quoted debt service rate for the recommended term is \$56,428.96 under the budgeted debt service amount approved in the adopted FY25-26 budget.

Following discussion, a motion was made by Mr. Cook, seconded by Mr. Baskett, to forward a positive recommendation to the full council to approve the purchases and financing as presented.

The committee voted to forward a unanimously positive recommendation to the full council to approve the purchases of equipment and financing terms as presented.

Agenda Item 4: Review Professional Services Proposal for WWTP Process Analysis and CIP Discussion:

The proposal from Provenance Engineering to perform the efficiency analysis and Capital Improvements Plan for the wastewater treatment plant was discussed. It was noted that the work would be completed within 8 months. It was also noted that the proposed costs are specifically budgeted for this work and are just below the amount allocated in the FY25-26 adopted budget.

Following discussion, a motion was made by Mr. Cook, seconded by Mr. Baskett, to forward a positive recommendation to the full council to approve the proposal as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the professional services proposal as presented.

*Agenda Item 5: Review Drought Contingency and Water Conservation Plan Updates
Discussion:*

Proposed revisions to the Drought Contingency Plan and Water Conservation Plans were presented. It was noted state regulations require both plans to be reviewed and resubmitted to the state every five years.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Cook, to forward a positive recommendation to the full council to approve the proposed modifications to the Drought Contingency Plan and Water Conservation Plan as presented.

The committee voted to forward a unanimously positive recommendation to the full council to approve the proposed modifications to the Drought Contingency Plan and the Water Conservation Plan as presented.

Agenda Item 6: Review Proposed Waste Connections Annual CPI Adjustment Discussion:

The proposed amendment to the solid waste franchise agreement with Waste Connections was presented. It was noted the annual Consumer Price Index (CPI) adjustment is a component of the existing agreement. It was noted the proposed increase met the contract conditions and would increase residential and commercial per month, per polycart service rates by \$0.42 and \$0.68 respectively. It was further noted the hauling rates were not proposed to be changed.

Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Cook, to forward a positive recommendation to the full council to approve the annual CPI adjustment to the Solid Waste Franchise Agreement as presented.

The committee voted to forward a unanimously positive recommendation to the full council to approve the annual CPI adjustment to the Solid Waste Franchise Agreement as presented

15. Consider Approval of Household Hazardous Waste Program Agreement - Second Amendment

MOTION by Alan Nix, second by Brandon Greenhaw, to approve the Household Hazardous Waste Program Agreement - Second Amendment as presented. MOTION CARRIED unanimously.

16. Consider Approval of Budgeted Meter Reading Base Stations Quote

MOTION by Alan Nix, second by Maddie Smith, to approve the budgeted meter reading base stations quote from Aqua-Metrics Sales Company as presented. MOTION CARRIED.

17. Consider Approval of Quotes and Financing Proposal for Landfill Dozer and Excavator

MOTION by Alan Nix, second by Maddie Smith, to approve quotes and financing proposal for the Landfill Dozer and Excavator through Resolution No. 2025-R-19 as presented. MOTION CARRIED unanimously.

18. Consider Approval of a Professional Services Proposal for WWTP Process Analysis and CIP

MOTION by Alan Nix, second by Brandon Greenhaw, to approve the Professional Services Proposal for WWTP Process Analysis and CIP as presented. MOTION CARRIED unanimously.

19. Consider Approval of Drought Contingency and Water Conservation Plan Updates

MOTION by Alan Nix, second by Maddie Smith, to approve Ordinance No. 2025-O-34 approving the Drought Contingency Plan update as presented. MOTION CARRIED unanimously.

MOTION by Alan Nix, second by LeAnn Durfey, to approve Ordinance No. 2025-O-35 approving the Water Conservation Plan update as presented. MOTION CARRIED unanimously.

20. Consider Approval of Waste Connections Annual CPI Adjustment - Amendment No. 10

MOTION by Alan Nix, second by Maddie Smith, to approve the Waste Connections Annual CPI Adjustment — Amendment No. 10 as presented. MOTION CARRIED unanimously.

DEVELOPMENT SERVICES COMMITTEE

21. Committee Report from October 21, 2025

Development Services Committee Chair Gerald Cook presented the Committee Report from October 21, 2025.

Agenda Item 1: Consider Proposed Revisions to Section 154.03 of the Zoning Code Relating to Home Occupation Regulations

House Bill 2464 became effective immediately on June 12, 2025. This bill revised Section 229.902 of the Local Government Code, removing the city's ability to regulate home occupation businesses that work within the confines of a "No -Impact Home Based Business."

MOTION by Maddie Smith, second by LeAnn Durfey, to send to Planning and Zoning Commission for review. MOTION CARRIED unanimously.

This item will go before the Planning and Zoning Commission then be brought back before the Development Services Committee.

Agenda Item 2: Discuss Identifying Members for the Citizens Steering Committee for the Initiative to Update the City's Land Use Regulations

Kendig Keast Collaborative has been selected to provide the city with professional services relating to update of the land-use regulations to correlate with the *Stephenville 2050* comprehensive Plan. The kick-off meeting for this initiative is anticipated to occur within the next few weeks. Establishing the CSC is one of the initial tasks. The CSC is to provide feedback with “an eye towards bigger picture concerns” relating to the proposed updates and will meet four times throughout the 18-month project.

To obtain applications and select an eight-to-14-member Community Steering Committee (CSC) for the Land Use Regulation Update project. The CSC, per the program model, should be comprised of involved citizens, design professionals, builders and other community leaders.

No action was taken at this time. Recommendations for the steering committee will be discussed at the November Committee Meeting.

FINANCE COMMITTEE

22. Committee Report from October 21, 2025

Finance Committee Chair David Baskett presented the Committee Report from October 21, 2025.

Agenda Item 1: DISCUSS AND APPROVE AUDIT PROPOSALS FOR AUDIT SERVICES BEGINNING WITH FYE SEPTEMBER 30, 2025

Staff recommended the award of RFP #3048 for Annual Financial Audit Services to Brooks, Watson & CO. PLLC. Four submissions were received and independently evaluated by three individuals. The proposed cost for 2025 is \$62,500 with the total proposed cost for the five fiscal years being \$318,450. The motion was made by Gerald Cook and seconded by Brandon Greenhaw to positively recommend the award for annual audit services to Brooks, Watson & CO., PLLC. The motion passed unanimously. Council approved the award to Brooks, Watson & CO. PLLC. at the Special Council Meeting held following the Committee meetings.

Agenda item 2: CONSIDER APPROVAL OF AMBULANCE BAD DEBTS RECEIVABLE WRITE-OFF

Staff requested writing off \$578,145.83 of Emergency Ambulance Receivables that Emergicon, LLC deemed uncollectible. The motion was made by Brandon Greenhaw and seconded by Gerald Cook to positively recommend the write-off of \$578,145.83 in Emergency Ambulance Receivables to full Council for approval on November 4, 2025. The motion passed unanimously.

23. Consider Approval of Write-off of Uncollectible Ambulance Billing Accounts with Emergicon

MOTION by David Baskett, second by LeAnn Durfey, to approve write-off of uncollectible Ambulance Billing accounts with Emergicon as presented. MOTION CARRIED unanimously.

FINANCIAL REPORTS

24. Monthly Budget Report for the Period Ending September 30, 2025

Monthly Budget Report for the Period Ending November 30, 2024, Director of Finance Monica Harris presented the monthly budget report as follows:

In reviewing the financial statements ending September 30, 2025, the financial indicators are overall as or better than anticipated

Property Tax Collections: We received \$2,400 in property taxes in the month of September, resulting in a \$403K increase over the funds collected last fiscal year to date. The amount collected is over 100% of the \$7.8 million budget, which is \$70K more than anticipated.

Sales and Use Tax: We received \$780K in sales tax in September, resulting in \$262K or 2.7% more than the funds collected last fiscal year to date. The amount collected is over 105% of the \$9.4 million budget, which is \$518K higher than anticipated.

Revenue (by fund): Of the \$46.2 million revenue received to date, 55% was received in the General Fund, 28% was received in the Water/Wastewater Fund, 5% 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% in the HOT Fund, 1% was received in the Capital Projects Fund, and 1% was received in the Airport fund.

Revenue (budget vs. actual): We received 109% of the total budgeted revenue through September, which is \$3.6 million more than anticipated due to taxes, licenses and permits, intergovernmental, interest income and other revenue.

Revenue (prior year comparison): We received \$2.2 million less revenue through September than last fiscal year to date due to intergovernmental revenue, transfers, and interest income.

Expenditures (by fund): Of the \$43.8 million spent to date, 50% was expended in the General Fund, 34% was expended in the Water/Wastewater Fund, 3% was expended in the Storm Water Drainage Fund, 3% was expended in the Debt Service Fund, 3% was expended in the Landfill Fund, 2% was expended in the Capital Projects Fund, 2% was expended in the TIF Fund, 2% was expended in the HOT Fund, and 1% was expended in the Airport Fund.

Expenditures (budget vs. actual): We have expended 82% of the total budgeted expenditures through September, which is \$9.8 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures (prior year comparison): We spent \$17 million less on expenditures through September than last fiscal year to date due to capital outlay.

SEDA Revenue Comparison: SEDA has received 105% of budgeted revenue through September, which is \$12K less than last fiscal year to date due to interest income and \$41K more than anticipated due to taxes.

SEDA Expenditure Comparison: SEDA has spent an overall 57% of budgeted expenditures through September, which is \$670K less than last fiscal year to date due to capital outlay and grants disbursements and \$502K less than anticipated due to contractual, capital outlay, and grant disbursements.

25. Quarterly Investment Report for the Period Ending September 30, 2025

Finance Director Monica Harris presented the Quarterly Investment Report for the Period Ending September 30, 2025.

The City of Stephenville's total market value of cash and investments on September 30, 2025, was \$43,203,187. This is allocated 7% in demand accounts, less than 1% in

cash/money market accounts, 6% in Certificates of Deposits, 35% in TexStar investment pool, and 52% in TexPool investment pool. Cash and investment accounts earned \$459K in interest for the quarter. The average yield to maturity for all account types for the quarter was 4.24%. The average yield to maturity for investment accounts for the quarter was 4.32%. The average yield to maturity for a 3-month treasury bill for the quarter was 4.10%. The average weighted maturity in days of the portfolio was 11.69 days

CONSENT AGENDA

Mayor Pro Tem David Baskett pulled Consent Agenda No. 29 to discuss.

- 26. **Consider Approval of Minutes from October 7, 2025 - Regular Meeting**
- 27. **Consider Approval of Minutes from October 21, 2025 — Special Meeting**
- 28. **Consider Award of Bid #3346 - Parks Vehicles**
- 30. **Consider Award of Bid #3348 - Street Dept Truck**
- 31. **Consider Award of Bid #3345 — Annual Car Washes & Oil Changes**
- 32. **Consider Approval of FY25-26 Budgeted Water Charges with Upper Leon River Municipal Water District**
- 33. **Consider Approval of Purchase of Cellebrite Digital Forensics Platform**

MOTION by Brandon Greenhaw, second by LeAnn Durfey, to approve the Consent Agenda without Item 29 as presented. MOTION CARRIED unanimously.

- 29. **Consider Award of Bid #3349 - Police SUV**

City Manager Jason King presented this item to Council.

Requests for bids were solicited and opened October 24, 2025, for (3) three Police Rated SUVs. We received (5) five submissions which included individual unit price, total price, estimated time of delivery, and total cost.

The FY25-26 approved budget allocated \$171,930.00 for three patrol SUVs for the Police Department. A 2026 Chevrolet Tahoe from Bruner Motors is priced at \$55,807.00, totaling \$167,421.00 for three units.

The bid from Donohoo Chevrolet offers a 2026 Chevrolet Tahoe at \$53,750.00, with a total of \$161,250.00 for three units. The cost difference between Bruner Motors and Donohoo Chevrolet is 3.69%.

According to Section 271.905 of the Local Government Code, as outlined in the adopted Purchasing Manual regarding Local Vendor Preference, the city may award the bid to a local vendor, Bruner Motors Chevrolet, if their bid is within five (5) percent of the lowest non-local vendor's bid.

Bids received from Grapevine DJR, Bayer Motor, and Triple Crown did not meet the specified requirements.

It is the recommendation of the Purchasing Manager and the Chief of Police to award the (3) three Patrol Vehicles bid to Bruner Motors in accordance with the local vendor preference provisions in the Purchasing Manual.

MOTION by Maddie Smith, second by LeAnn Durfey, to award Bid #3349 for the Police SUV to Bruner Motors Chevrolet as presented. MOTION CARRIED unanimously.

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

Mayor Pro Tem David Baskett recessed the Regular City Council meeting at 6:41 PM and convened the Executive Session at 6:44 PM.

Mayor Pro Tem David Baskett adjourned the Executive Session at 6:51 PM and reconvened the Regular City Council meeting at 6:52 PM.

34. Section 551.071 Consultation with Attorney - to Consult Over a Pending Contract

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

34. Section 551.071 Consultation with Attorney - to Consult Over a Pending Contract

MOTION by Alan Nix, second by Gerald Cook, to authorize the City Manager to execute a lease agreement as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

Mayor Pro Tem David Baskett adjourned the meeting at 06:52 PM.

Lonn Reisman, Mayor

ATTEST:

Sarah Lockenour, City Secretary



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, November 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 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
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

Mayor Pro Tem David Baskett called the Regular Meeting to order at 05:30 PM.

REGULAR AGENDA

1. Canvass Results of the November 4, 2025 Special Election

Mayor Pro Tem Baskett appointed the following Cavassing Committee:

Chair: Alan Nix
Council Member: Gerald Cook
Council Member: Brandon Greenhaw

He recessed the open meeting at 5:30:40 PM for the Committee to step out to canvass the results from the City's Special Election held on Tuesday, November 4, 2026. The meeting

was reconvened at 5:33 PM.

Canvassing Committee Chair Alan Nix read the results of the November 4, 2025 Special Election Canvass as follows:

MAYOR (unexpired term):

Lonn Reisman: 1,265 votes

David Baskett: 643 votes

Undervotes: 139

Total votes: 2,047

2. Consider Approval of Resolution Canvassing the Returns and Declaring the Results of the November 4, 2025 Special Election

MOTION by Alan Nix, second by Dean Parr, to approve Resolution 2025-R-20 canvassing the returns and declaring the results of the November 4, 2025 Special Election electing Lonn Reisman as Mayor of Stephenville for the unexpired term through May 2026. MOTION CARRIED unanimously.

3. Administer Oath of Office to Newly Elected Mayor

City Secretary Sarah Lockenour administered the Oath of Office to the following newly elected Mayor Lonn Reisman.

ADJOURN

Mayor Lonn Reisman adjourned the meeting at 05:36 PM.

Lonn Reisman, Mayor

ATTEST:

Sarah Lockenour, City Secretary



STAFF REPORT

SUBJECT: Renewal of Annual Street Renovation Materials Bid - ITB 3333

MEETING: Regular Business Meeting December 2, 2025

DEPARTMENT: Purchasing

STAFF CONTACT: Rebecca Crosson

RECOMMENDATION:

It is the recommendation of the Purchasing Department and Public Works Department that the Street Renovation Materials annual contract be renewed with Texas Materials Group and Vulcan Construction Materials LLC.

BACKGROUND:

This contract was issued for bidding during the 2024-2025 fiscal year and was awarded to Vulcan Construction Materials LLC for street renovation materials. On April 14, 2025, Texas Materials acquired and assumed operational control of the Vulcan plant located at 1111 Gilbert Pit Rd, Millsap, TX 76066.

An assignment of the contract between Texas Materials and Vulcan Construction was approved by the City Council on July 1, 2025. Both parties executed the assignment of the existing contract, with no changes to pricing or terms. The contract was established for a one-year period, with the option for renewal for an additional two years.

FISCAL IMPACT SUMMARY:

After contacting Texas Materials Group and Vulcan Construction, both vendors have confirmed the renewal for the 2025-2026 fiscal year at the original awarded prices:

Vendor	Description	Unit	Price
Texas Materials Group	Hot Mix, Type D	Ton	\$75.00
Texas Materials Group	Hot Mix, Cold Laid, Type F	Ton	NB
Vulcan Construction	Aggregate, Course Crushed Stone	Ton	\$30.00
Vulcan Construction	Flex Base, Type A, Grade 1	Ton	\$20.80
Vulcan Construction	Flex Base, Type A, Grade 2 Commercial	Ton	\$18.80



STAFF REPORT

SUBJECT: Online Auction Items

DEPARTMENT: Finance

STAFF CONTACT: Rebecca Crosson

RECOMMENDATION:

Staff is seeking authorization to sell the following items, via online auction:

Vehicles								Additional Items	
Asset #	Tag #	Department	Unit #	VIN	Year	Make	Model	Quantity	Item Description
1054	1054	Athletics	6	1GCHC2448SE243682	2005	Chevy	2500	1	Snack vending machine
1091	1091	Fire	327	1FDXE45P28DA54381	2008	Ford	AM	1	Cold drink vending machine
254	254	Fire	335	1S9A7LBDXV2003054	1997	Sutphen	Mack Ladder Truck	4	Four (4) drawer (Skinny/Long) filing cabinet
1126	1126	Fire	319/341	1GNLC2E04CR246081	2012	Chevy	Tahoe	2	Three (3) shelf book shelf
656	656	Parks	101	1GCEC14C87ES47134	2007	Chevy	1500	1	Two (2) Door Two (2) Drawer filing cabinet
1163	1163	PD	309	1GNLC2ECGFR562614	2015	Chevy	Tahoe	3	Three (3) wide drawer filing cabinet
1249	1249	PD	304	1GNLCDEC4JR270979	2018	Chevy	Tahoe	2	Five (5) drawer (Skinny/Tall) filing cabinet
1176	1176	PD	306	1GNLCDEC2GR281634	2016	Chevy	Tahoe	1	Two (2) Shelf bookshelf
2223	N/A	PD	306	1GNLCDEC0KR728594	2019	Chevy	Tahoe	1	Ice Machine
1250	N/A	PD	N/A	1GNLCDEC8JR2669642	2018	Chevy	Tahoe	2	Top Desk Organizer
1251	1251	PD	300	1GNLCDEC2JR2717743	2018	Chevy	Tahoe	1	Paper shredder
1249	1249	PD	304	1GNLCDEC4JR270979	2018	Chevy	Tahoe	11	Leather Office Rolling Chair
		Rec Center	93	1GCGC24483Z207539	2003	Chevy	2500	16	Stationary chairs
1119	1119	Streets	124	1FTBF2A69BEC30910	2011	Ford	F250	2	Office chairs
1146	1146	Waste Water	230	1FD7W2BT1DEA93115	2013	Ford	F-250	9	Retrograde Stationary Chairs
1127	1127	Waste Water	138	1FTMF1CM3CKD45200	2012	Ford	F150	1	Phillips TV 21.5inW X 2ft diagonal X 1ft L
1189	1189	Waste Water	502	1C6RR6FT8HS629272	2017	Dodge Ram	1500 ext cab	1	Commercial Coffee Pot
1106	1106	Waste Water	135	1FTYR14D99PA31683	2009	Ford	Ranger	1	Round Table
1154	1154	Water	331	1FD7W2BT0EEB67111	2014	Ford	F-250	1	Microwave
1167	1167	Water	580	CAT0420FPSKR04652	2014	CAT	420F Backhoe	1	Medical Stretcher Chair
1131	1131	Water	501	1GCRNC9GZ276942	2016	Chevy	Silverado 1500	109	Metal Folding Chairs
1128	1128	Water	137	1FTMF1CM0CKD45199	2012	Ford	F-150	3	Rolling Storage Cart for Folding Chairs
1135	1135	Water	232	1FVAC3BS3CHBJ4230	2011	Freightliner	Vac Con	2	Sprayer Tanks
1143	1143	Streets	125	1FTFX1CF5DFA47927	2013	Ford	F150		
996	163	Streets	27	1GBL7H1P1NJ104943	1992	Chevrolet	Kodiak		
1169	1169	Streets	126	1C6RR6FT2FS639003	2015	Dodge Ram	1500		
1158	1158	Streets	224	3FRXF7FC3FV567488	2014	Ford	F-750		
1087	1383	Streets	121	1GBT8C4B48F410672	2008	Chevrolet	C 8500		
1057	1057	Streets	9	1GBM7C1E95F521168	2005	Chevrolet	C 7500		
1107	1107	Parks	103	1FTNF20539EA47647	2009	Ford	F-250		
1083	1083	Parks	102	1GCHC24K68W180195	2008	Chevrolet	Silverado		
1107	1107	Parks	103	1FTNF20539EA47647	2009	Ford	F-250		

STAFF REPORT



SUBJECT: FY25-26 Third Party Review Services
MEETING: Regular Business Meeting - 02 DEC 2025
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends authorization for FY25-26 to continue the partnership with LJA Engineering, Inc. for professional engineering services with an emphasis on review of plats and development plans per the existing, executed agreement.

BACKGROUND:

The city council awarded a Professional Services Agreement with the LJA Engineering, Inc. on February 6, 2024 primarily to perform third party stormwater reviews for development plans.

FISCAL IMPACT SUMMARY:

Professional engineering services would be performed on a task order basis. LJA primarily performs third party plan reviews with a focus on stormwater engineering in development plans. The adopted FY25-26 budget allocated \$125,000 specifically for review services. However, review fees are pass-through costs and are directly reimbursed by developers.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Do not authorize staff to continue using LJA for professional services; or
2. Direct staff to authorize professional services on a month-to-month basis.

ADVANTAGES:

1. No charge is incurred to the city unless services are utilized.
2. Plan review fees are directly reimbursed by developers.
3. Plan reviews continue to be completed within five (5) to ten (10) business days.

DISADVANTAGES:

1. No disadvantages have been identified.

ATTACHMENTS:

LJA Engineering, Inc. – Existing Professional Services Agreement

January 12, 2024

PROPOSAL

Jason King, City Manager
City of Stephenville
298 W. Washington Street
Stephenville, Texas 76401

Re: Stephenville Support Services
City of Stephenville, Erath County, Texas
LJA Job No. NTP4458-0356
LJA Proposal No. 23-24914

Dear Mr. King:

LJA Engineering, Inc. is pleased to submit this proposal for the following services in accordance with the terms and conditions set forth in the attached Professional Services Agreement (PSA).

TASK ORDER DESCRIPTION

Scope and fee herein anticipate general consultation to include reviewing and collaborating on development proposals and Code updates, recommendations for associated planning, design, and operational considerations, and implementation of the Comprehensive Plan and management services.

SCOPE OF SERVICES

901. GENERAL CONSULTING

Provide or perform the following services as requested via email as needed:

1. Attend predevelopment and project meetings, to provide planning, design, engineering, and development guidance as applicable.
2. Review, comment, and advise on predevelopment and project proposals, to provide planning, design, engineering, and development recommendations as applicable.
3. Discuss development proposals with City Staff, boards, and commissions, to provide planning, design, engineering, and development guidance as applicable.
4. Provide planning policy recommendations and design concepts for City strategies and programs.
5. Attend and present during public hearings and field questions.

6. Review, comment, and advise on master water distribution, sanitary sewer collection, and stormwater management plans and proposed facilities.
7. Advise and coordinate planning, design, bidding, and construction management of identified projects.
8. Review, comment, and advise on traffic- and transportation-related studies, plans, and development.
9. Provide guidance on existing and proposed revisions to standard policies, procedures, and operations.
10. Review and comment on existing and proposed City standards, including review flowcharts, checklists, criteria manuals, applications, and details.
11. Attend meetings, hold phone calls, and/or participate in email conversations regarding recommended actions or policies to implement adopted city plans and policies.
12. Provide planning, design, engineering, drainage, and development guidance based on best practices and to complement the adopted city plans and policies.
13. Evaluate, summarize, and/or administer solutions and best practices for adopted or in progress plans and studies for implementation.

GENERAL CONDITIONS

Work requests within this Scope of Work shall be documented via email from City to Consultant, with any associated clarification of timeline/deadline, estimated level of effort, and/or task considerations as applicable.

COMPENSATION SCHEDULE

SUPPORT SERVICES

901	General Consulting	Hourly
Z99	Reimbursable Expenses	T&M

ADDITIONAL SERVICES

Compensation for Additional Services not listed herein or services required due to change in municipal ordinances and/or State legislation will be billed on a time and materials basis in accordance with LJA Standard Rate Schedule in the PSA or on a lump sum basis agreed upon at the time the work is authorized.

Jason King
January 12, 2024
Page 3 of 3

If this proposal meets with your approval, please execute proposal and return a copy to us. Your signature below and on the attached PSA will be sufficient authorization to commence the stated work.

We appreciate this opportunity to submit this proposal and look forward to working with you. If you have questions, please call me at 972.339.8186.

Sincerely,

CITY OF STEPHENVILLE

Abra R. Nusser, AICP
Director

By:  _____

Name: Doug Svien

Title: Mayor

Date: February 16, 2024

James S. Wiegert, PE
Senior Vice President

AN/r

PROFESSIONAL SERVICES AGREEMENT

This Agreement prepared on January 12, 2024 is by and between City of Stephenville with address at 298 W. Washington Street, Stephenville, Texas 76401 ("Client") and LJA Engineering, Inc. ("LJA"), who agree as follows:

Client engages LJA to perform professional services (the "Services") for the compensation set forth in one or more proposals or work authorizations (the "Proposal(s)") for one or more projects (the "Project(s)"). LJA shall be authorized to commence the Services upon execution of the Proposal(s) by the Client. Client and LJA agree that this Agreement, the Proposal(s), and any attachments herein incorporated by reference (the "Agreement") constitute the entire agreement between them.

I. LJA'S RESPONSIBILITIES: LJA shall perform or furnish the Services described in the Proposals, which shall be combined and attached as part of this Agreement. Where the terms or conditions of any Proposal conflict with those of Parts I-III contained herein, the Proposal shall control for the Services performed under that Proposal only.

II. CLIENT'S RESPONSIBILITIES: Client, at its expense, shall do the following in a timely manner so as not to delay the Services:

1. INFORMATION/REPORTS: Furnish LJA with all information, reports, studies, site characterizations, advice, instructions, and similar information in its possession relating to the Project.

2. REPRESENTATIVE / ACCESS: Designate a representative for the Project who shall have the authority to transmit instructions, receive information, interpret and define Client's policies, and make decisions with respect to the Services, and provide LJA safe access to any premises necessary for LJA to provide the Services.

3. DECISIONS: Provide all criteria and full information as to requirements for the Project, obtain (with LJA's assistance, if applicable) necessary approvals and permits, attend Project-related meetings, provide interim reviews on an agreed-upon schedule, make decisions on Project alternatives, and participate in the Project to the extent necessary to allow LJA to perform the Services.

III. COMPENSATION, BILLING, & PAYMENT: Client shall pay LJA for Services as denoted in the applicable Proposal and in accordance with the standard rate schedule – Attachment B.

IV. STANDARD TERMS AND CONDITIONS: Attachment A.

The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing and each of the undersigned parties has caused this Agreement to be duly executed. This Agreement contains a limitation of liability clause and the Client has read and consents to all terms.

APPROVED FOR "CLIENT"
CITY OF STEPHENVILLE

By: 

Printed Name: Doug Svien

Title: Mayor

Effective Date: February 6 2024

Attachments:
A – Standard Terms and Conditions
B – Standard Rate Schedule

APPROVED FOR "LJA"
LJA ENGINEERING, INC.

By: 

Printed Name: James S. Wiegert

Title: Senior Vice President

ATTACHMENT A STANDARD TERMS AND CONDITIONS

1. STANDARD OF CARE. The Services shall be performed with the professional skill and care ordinarily provided by competent engineers practicing under the same or similar circumstances and professional license. The Services are not subject to, and LJA cannot provide, any warranty or guarantee, express or implied, including warranties or guarantees contained in any uniform commercial code, work authorization, requisition, or notice, except as provided herein.

2. CHANGE OF SCOPE. The scope of Services set forth in any Proposal is based on facts known at the time of execution of the Proposal, including, if applicable, Client Data (defined below). As the Project progresses, facts discovered, including, but not limited to, site conditions or the existence of differing subsurface or physical conditions, may indicate that the scope, pricing, or other terms must be redefined, and the parties shall reasonably cooperate to equitably adjust the scope, pricing, or terms of this Agreement accordingly.

3. SAFETY. LJA has established and maintains corporate programs and procedures for the safety of its employees. Unless included as part of the Services, LJA specifically disclaims any authority or responsibility for general job site safety and safety of persons other than LJA employees.

4. DELAYS. The Services shall be performed expeditiously as is prudent considering the ordinary professional skill and care of a competent engineer. Where LJA is prevented from completing any part of the Services within the schedule provided under the Agreement due to delay beyond its reasonable control, the schedule will be extended in an amount of time equal to the time lost due to such delay so long as LJA provides written explanation of the delay to Client. Except with regard to payment of any amounts due LJA from any Services, neither party shall be liable to the other for any delays or failure to act, due to unforeseeable causes reasonably beyond the control of the party claiming such circumstances.

5. TERMINATION/SUSPENSION. Either party may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of termination, Client shall pay LJA for all Services, including profit relating thereto, rendered prior to termination, plus any expenses of termination. In the event either party defaults in its obligations under this Agreement (including Client's obligation to make the payments required hereunder), the non-defaulting party may suspend performance under this Agreement. In the event of a suspension of Services, LJA shall have no liability to the Client for delay or damage caused the Client because of such suspension of Services.

Before resuming Services, LJA shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of LJA's Services. LJA's fees for the remaining Services and the time schedules shall be equitably adjusted. Obligations under this Agreement, which by their nature would continue beyond the suspension or termination of this Agreement (e.g., indemnification), shall survive such suspension or termination.

6. RELATIONSHIP WITH CONTRACTORS / REVIEW. LJA shall serve as Client's professional representative for the Services, and may make recommendations to Client concerning actions relating to Client's contractors, but LJA specifically disclaims any authority to direct or supervise the means, methods, techniques, security or safety activities, personnel, compliance, sequences, or procedures of construction selected by Client's contractors. For Projects involving bid preparation, LJA may supply standard contract forms, templates, or other documents that will be executed between the Client and contractor(s). It is the Client's responsibility to review those documents and to obtain legal advice thereto. For Projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the Project permits errors or omissions to be identified and corrected at comparatively low cost. Evaluations of Client's budget for construction and estimates prepared by LJA represent LJA's judgment as a design professional. It is recognized, however, that neither LJA nor Client have control over the cost of labor, materials, or equipment, the contractor's methods of determining bid prices, or competitive bidding, market, or negotiating conditions. Accordingly, LJA cannot and does not warrant or represent that bids or negotiated prices will not vary from Client's budget or from any estimate of costs prepared or agreed to by LJA. Client agrees to hold LJA harmless from any claims resulting from performance of construction-related services by persons other than LJA and LJA shall not be responsible for the contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. In fulfilling its duties pursuant to the Agreement, Client permits LJA to elect to subcontract to others certain tasks in its scope of Services.

7. INSURANCE. LJA will maintain insurance coverage for Professional Liability, Commercial Liability, Auto, and Workers' Compensation in amounts in accordance with legal and business requirements. Certificates evidencing such coverage will be provided to Client upon request. For Projects involving construction,

Client agrees to require its construction contractor, if any, to include LJA as an additional insured on its policies relating to the Project. LJA's coverages referenced above shall, in such case, be excess over any contractor's primary coverage. Client shall require its construction contractor to include LJA as an indemnitee under any indemnification obligation of contractor to Client to the fullest extent allowed by law.

8. PROJECTS WITH MULTIPLE CLIENTS. When LJA undertakes a Project for multiple Clients, each Client on the Project is jointly and severally liable for payments for LJA's Services. If any Client fails to make timely payment to LJA, and the remaining Clients wish to continue the Project, the remaining Clients will promptly notify LJA in writing to continue the Project and their joint and several obligations shall remain the same. LJA, at its option, may suspend the remaining performance under this Agreement until all past due payments are made, and authorization to proceed and pay from all non-defaulting Clients is received, or continue work on the Project and invoice and collect from the remaining Clients any payment (including damages) of amounts past due and that become due.

9. SITE CONDITIONS. Hazardous, archaeological, paleontological, cultural, biological, or other materials, protected resources, unknown underground facilities, or other conditions ("Conditions") may exist at a site where there is no reason to believe they could or should be present. LJA and Client agree that the discovery of unanticipated Conditions constitutes a changed condition that may mandate a renegotiation of the scope of Services. LJA will notify Client should unanticipated Conditions be encountered. Client acknowledges and agrees that it retains title to all Conditions existing on the site and shall report to the appropriate public agencies, as required, any Conditions at the site that may present a potential danger to the public health, safety, or the environment. Client shall execute any manifests in connection with avoidance, containment, transportation, storage, or disposal of Conditions resulting from the site.

10. INDEMNITY. LJA shall indemnify Client from and against liability for damage to the extent that the damage is actually caused by or results from an act of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by LJA, LJA's agent, or another entity over which LJA exercises control.

11. LIMITATION OF LIABILITY. No employee or agent of LJA shall have individual liability to Client. Client agrees that, to the fullest extent permitted by law, LJA's total liability to Client for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any causes including, but not limited to, LJA's negligence, errors, omissions, strict liability, or breach of contract, and whether claimed directly or by way of contribution, shall not exceed the total compensation received by LJA for the relevant work authorization or proposal under this Agreement. If Client desires a limit of liability greater than that provided above, Client and LJA shall include in Part III

of this Agreement the amount of such limit and the additional compensation to be paid to LJA for assumption of such additional risk.

12. CONSEQUENTIAL DAMAGES. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE, SPECIAL, OR EXEMPLARY DAMAGES, INCLUDING LOST REVENUES, LOSS OF USE, LOSS OF FINANCING, LOSS OF REPUTATION, LOST PROFITS, DELAYS, OR OTHER ECONOMIC LOSS ARISING FROM ANY CAUSE INCLUDING BREACH OF WARRANTY, BREACH OF CONTRACT, TORT, STRICT LIABILITY OR ANY OTHER CAUSE WHATSOEVER, NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY. REGARDLESS OF LEGAL THEORY, LJA SHALL BE LIABLE ONLY TO THE EXTENT THAT ANY DAMAGES SPECIFIED HEREIN ARE FOUND BY A FINAL COURT OF COMPETENT JURISDICTION TO HAVE BEEN THE SEVERAL LIABILITY OF LJA. TO THE EXTENT PERMITTED BY LAW, ANY STATUTORY REMEDIES THAT ARE INCONSISTENT WITH THIS PROVISION OF THE AGREEMENT ARE WAIVED.

13. REUSE OF PROJECT DELIVERABLES. Reuse of any documents or other deliverables, including electronic media, pertaining to the Project by Client for any purpose other than that for which such were originally prepared, or alteration of such without the written verification or adaptation by LJA for the specific purpose intended, shall be at the Client's risk. All title blocks and the engineer's seal, if applicable, shall be removed if Client provides deliverables in electronic media to any third party. Any modification of the plans will be evidenced on the plans and be signed and sealed by a licensed professional prior to reuse of modified plans. Client agrees that relevant analyses, findings, and reports provided in electronic media shall also be provided in hard copy and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of thirty (30) days to check the hard copy against the electronic media. In the event that any error or inconsistency is found during that time, LJA shall be advised and the inconsistency shall be corrected at no additional cost to Client. Following the expiration of this notice period, Client shall bear all responsibility for the care, custody, and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media. Client agrees to indemnify and hold harmless LJA from all claims, damages, and expenses (including reasonable litigation costs) arising out of such reuse or alteration by Client or others acting through Client.

14. CLIENT DATA. Client or any third party designated by Client may provide information, reports, studies, site characterizations, advice, instructions, and similar information in its possession relating to the Project ("Client Data"). LJA may reasonably and in good faith rely upon the accuracy of Client Data and unless described as part of the Services, LJA is not required to audit, examine, or verify Client Data. However, LJA will not ignore the

implications of information furnished to LJA and may make reasonable inquiries if Client Data as furnished appears to be incorrect or incomplete. LJA makes no representations or warranties (express or implied) as the quality, accuracy, usefulness, or completeness of any Services to the extent LJA relies on Client Data. LJA, its affiliates, its officers, directors, and employees shall have no liability whatsoever with respect to the use of unreliable, inaccurate, or incomplete Client Data.

15. ASSIGNMENT/BENEFICIARIES. Neither party may assign this Agreement without the written consent of the other party. With the exception of such assignments, nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's contractors, if any. The Services may be performed by any affiliated company of LJA under its common insurance program.

16. AMENDMENT, NO WAIVER, & SEVERABILITY. This Agreement can be amended in writing and signed by the parties. No waiver by either party of any default by the other party in the performance of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character. The various terms, provisions, and covenants herein contained shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

17. INDEPENDENT PARTIES. Each party is an independent entity and is not a partner, agent, principal, or employee of the other party, unless otherwise agreed to by the parties in writing. Nothing in this Agreement shall restrict or otherwise prohibit either party or their respective affiliates in the conduct of their businesses.

18. STATUTE OF LIMITATION. To the fullest extent permitted by law, the parties agree that the time period for bringing claims under this Agreement shall expire one (1) year after Project completion.

19. STATUTORY TERMS APPLICABLE TO STATE POLITICAL SUBDIVISIONS. As required by Chapter 2252 of the Texas Government Code (the "Code"), and as such terms are defined therein, LJA is not listed on, nor does not do business with, "Companies" that are on the Texas Comptroller of Public Accounts' list of "Designated Foreign Terrorist Organizations." As required by Chapter 2271 of the Code, and as such terms are defined therein, LJA verifies that it does not, nor will it, "boycott Israel" through the term of this Agreement. As required by Chapter 2274 of the Code, and as such terms are defined therein, LJA hereby verifies that it does not, nor will it, "boycott energy companies," through the term of this Agreement. As required by Chapter 2274 of the Code, and as such terms are defined therein, LJA hereby verifies that it does not have a practice, policy, guidance, or directive that discriminates against a "firearm entity" or "firearm trade association," and will not discriminate against a firearm entity or firearm trade

association through the term of this Agreement. As required by Chapter 113 of the Texas Business & Commerce Code, and as such terms are defined therein, LJA is not owned by nor has the majority of stock or other ownership interest of the company held by (i) individuals who are citizens of China, Iran, North Korea, Russia or a "designated country", or (ii) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia or a "designated country." LJA is headquartered in Houston, Texas.

20. DISPUTE RESOLUTION. The parties shall attempt to settle all claims, disputes, and controversies arising out of or in relation to the performance, interpretation, application, or enforcement of this Agreement, including but not limited to breach thereof, by discussion between the parties' senior representatives. If any dispute cannot be resolved in this manner, within five (5) business days, the parties agree to refer such claims, disputes, and controversies to mediation by a mediator mutually agreed to and equally paid for by the parties before, and as a condition precedent to, the initiation of any adjudicative action or proceeding, including arbitration. The mediator shall convene the mediation at the request of either party, and the mediation will last at such times and as long as the mediator reasonably believes agreement is probable. Notwithstanding the foregoing, prior to or during negotiation or mediation, either party may initiate litigation that would otherwise become barred by a statute of limitation. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs including reasonable attorney's fees from the other party.

21. LITIGATION SUPPORT. LJA will not be obligated to provide expert witness or other litigation support related to its Services, unless expressly agreed in writing. In the event LJA is required to respond to a subpoena, inquiry, or other legal process related to the Services in connection with a proceeding to which LJA is not a party, Client will reimburse LJA for its costs and compensate LJA at its then standard rates for the time it incurs in gathering information and documents and attending depositions, hearings, and the like.

22. GOVERNING LAW. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas without giving effect to any conflict or choice of law rules or principles under which the law of any other jurisdiction would apply. Each party hereby submits to the jurisdiction of the federal and state courts located in the county of LJA's address and agrees that such courts shall be exclusive forum and venue for resolving any legal suit, action or proceeding arising out of or relating to this Agreement.

Ver.20OCT2023

ATTACHMENT B

LABOR CATEGORY	BILLING RATES	
	Lowest	Highest
Department Head (VP, Division Manager)	\$225.00	\$300.00
Senior Consultant	\$230.00	\$285.00
Director	\$200.00	\$285.00
Group Manager	\$195.00	\$265.00
Sr. Project Manager	\$190.00	\$260.00
Project Manager	\$135.00	\$210.00
Sr. Project Engineer	\$140.00	\$215.00
Professional Engineer (Project Engineer, APM)	\$120.00	\$195.00
Graduate/Design Engineer	\$ 90.00	\$140.00
Sr. Civil Designer	\$ 90.00	\$175.00
Civil Designer	\$ 80.00	\$140.00
Sr. Planner	\$130.00	\$195.00
Planner	\$ 85.00	\$150.00
Sr. Landscape Architect (Studio Lead)	\$130.00	\$175.00
Landscape Architect	\$100.00	\$165.00
Landscape Designer	\$ 85.00	\$140.00
Sr. Construction Manager	\$120.00	\$195.00
Construction Manager	\$100.00	\$155.00
Resident Project Representative	\$ 85.00	\$145.00
Construction Engineer	\$ 85.00	\$145.00
Construction Inspector	\$ 70.00	\$135.00
GIS Developer	\$105.00	\$190.00
GIS Analyst	\$ 75.00	\$125.00
Survey Project Manager	\$130.00	\$210.00
Project Surveyor	\$110.00	\$170.00
Survey Technician	\$ 75.00	\$155.00
3 Man Survey Crew	\$200.00	\$240.00
2 Man Survey Crew	\$160.00	\$200.00
Clerical (Admin. Assistant)	\$ 60.00	\$125.00
Intern	\$ 45.00	\$ 85.00

Expert Witness

Expert witness and certificate (merit or lender) duties will be billed at a rate of \$425.00/hour.

Reimbursable Expenses

In performance of the Scope of Services attached to the Project specific Proposal, the following types of expenses are not contemplated in the Total Proposal Fee. These are considered Reimbursable Expenses and LJA will be compensated for in accordance with the following:

1. Reproduction, out-of-town travel expenses, employee travel and mileage, and other non-labor charges directly related to the Project will be billed at cost plus ten percent.
2. Filing fees, permit fees, and other special charges which are advanced on behalf of the Client will be billed at cost plus ten percent.
3. Subcontracted services and other services by outside consultants will be billed at cost plus ten percent.
4. Vehicle mileage will be charged at the current IRS mileage rate per mile for all travel.
5. Sales tax as required by state law for surveying services will be billed at cost.

Payments

Billings for Services rendered will be made monthly and payment is requested within fifteen (15) days of receipt of invoice. Unless special arrangements are made, a finance charge of one and one half percent (1.5%) per month will be added to unpaid balances more than thirty (30) days old as well as any costs of collection, including attorney's fees. LJA reserves the right to suspend work should invoices not be paid within the stated terms. Client affirms that the Services to be provided by LJA should not be subject to the addition of any sales tax, value added tax, stamp duty, wage withholding, or similar tax or withholding, including at the source of payment, and as such, requests that LJA not add any such taxes to its invoices. If applicable, Client shall provide LJA with appropriate exemption certificates. The amount of any excise, VAT, or gross receipts tax that may be imposed for professional services shall be added to the compensation as determined above. In the case where Client is obliged to make any deduction or withholding on account of any such addition, the amount paid to LJA by Client for any invoice shall be grossed up to the amount of the invoice so that any fees and other sums payable to LJA are not subject to such taxes.

This Rate Schedule is subject to annual change at LJA's discretion to reflect increases in costs of operation, inflation, etc.

ITEM REPORT

To: City Council

From: Dan Harris, Chief

Subject: Consider Approval of Contractual Payment on the Taser 10's Purchased Last Budget Year.

Department/Office: Police Department

Summary:

In November of 2024, the council approved a contract with Axon Inc for Taser 10 purchase. The October 2025 payment amount is \$39,871.76 which is the budgeted amount.

Recommended Action:

This report recommends making the agreed contractual payment on the Taser 10's purchased last budget year.

Budget:

The amount of \$39,871.76 is the annual budgeted amount for this purchase.

Attachments:

1. AXON Invoice_INUS382506



Axon Enterprise Inc.
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: 1-480-991-0797, option 5, option 1
arinquies@axon.com
www.axon.com
 TIN: 86-0741227
 DUNS Number: 832176382
 UEI Number: TBW7MGPYURM7

BILL TO

Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

Invoice

Invoice ID INUS382506
 Invoice Account 141848
 Date 01-Oct-25
 Payment Term Net 30 days
 PO/DO #
 Quote # Q-548216,
 Sales Order #
 Terms of Delivery FCA
 Customer Reference Q-548216,

SHIP TO

Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

Ship to*	Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
1	C00010	BUNDLE - TASER 10 CERTIFICATION	43.00	20.000000%	39,401.76
Bundled Line Subtotal					39,401.76

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Subtotal	Invoice Plan %	Amount
38	1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES Tax Date 01-Oct-25 Shipment Date:	1.00	2,350.00	2,350.00	20.000000%	470.00
Item Line Subtotal								470.00

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS382506	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS382506	Reference No INUS382506	Tempe, AZ 85283
					Reference No INUS382506

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Invoice

Customer Account Stephenville Police Dept.- TX
Invoice Account 141848
Quote # Q-548216,

Invoice ID INUS382506
Date 01-Oct-25
Page 2 of 3

Sales Amount	39,871.76
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	39,871.76
Credit Amount(s) Applied	0.00
Amount Received	0.00
PAYMENT DUE	39,871.76

Payment Due 31-Oct-25

Invoice

Customer Account Stephenville Police Dept.- TX
Invoice Account 141848
Quote # Q-548216,

Invoice ID INUS382506
Date 01-Oct-25
Page 3 of 3

*Tax Note

Ship-to-address Legend*

1 Stephenville Police Dept.- TX
356 N Belknap St
Stephenville, TX 76401-3414
USA