



City Council
Regular Meeting

Tuesday, August 4, 2026, 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 the 2026 Hangar Apron Resurfacing Project
2. Consider Approval of Resolution Accepting an In-Kind Donation from the Stephenville Wednesday Evening Lions Club for the Stephenville Recreation Hall
3. Set the Maximum Proposed Tax Rate for 2026
4. Set Date, Time, and Location of Public Hearing on Proposed Tax Rate for 2026
5. Consider approval of the City of Stephenville and the SISD School Resource Officer Annual Memorandum of Understanding 2026-2027.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

6. **Application No.: RZ 2026-9841**

Applicant Blake Welborn, Representing Welborn Property Solutions, LLC., is Requesting Approval of a Rezoning Request for Property Located at 350 S. Lennox, Parcel R28728, being LOTS 104, 105, 106, 107, 108 & 109 of the S2100 BELMONT Addition to the City of Stephenville, Erath County, Texas, from Residential Two-Four Family (R-2) to Multifamily Housing (R-3)
7. **Public Hearing**
RZ 2026-9841
8. Consider Approval of an Ordinance Rezoning Property Located at 350 S. Lennox, Parcel R28728, being LOTS 104, 105, 106, 107, 108 & 109 of the S2100 BELMONT Addition to the City of Stephenville, Erath County, Texas, from Residential Two-Four Family (R-2) to Multifamily Housing (R-3)
9. **Application No.: PP&RZ 2026-9870**

Applicant Colby Pack, Representing CMP Rentals, LLC., is Requesting Approval of a Replat with Simultaneous Rezoning of a Portion of Property Located at 2601 NW Loop (Senator Robert J. Glasgow Loop), Parcel R74539, being approximately 5.15 acres of the S6660 Tanglewood Northwest Addition, BLK.

10, LOT 1 of the City of Stephenville, Erath County, Texas from Retail and Commercial (B-2) to Integrated Housing (R-2.5)

10. **Public Hearing**

PP & RZ 2026-9870

11. Consider Approval of an Ordinance Rezoning a Portion of Property Located at 2601 NW Loop (Senator Robert J. Glasgow Loop), Parcel R74539, being Approximately 5.15 acres of the S6660 Tanglewood Northwest Addition, BLK. 10, LOT 1 of the City of Stephenville, Erath County, Texas from Retail and Commercial (B-2) to Integrated Housing (R-2.5)

12.

Application No.: RZ 2026-9884 (Pulled by Applicant)

Applicant Rick Hale, Representing Hale and Hale Rentals, LLC., is Requesting Approval of a Rezoning Request for Property Located at 721 W. Jones, Parcel R33269, being BLK. 12, LOT 15 of the S5700 SHAPARD & COLLINS Addition to the City of Stephenville, Erath County, Texas, from Industrial (I) to Multifamily Housing (R-3)

NOMINATIONS COMMITTEE

Nick Robinson, Chair

13. Committee Report from July 21, 2026
14. Consider Nominations for Citizen Boards and Commissions

TOURISM AND VISITORS BUREAU COMMITTEE

LeAnn Durfey, Chair

15. Committee Report from July 21, 2026
16. Consider Approval of the Stephenville Historic Main Street Reimbursement Grant

FINANCIAL REPORTS

Monica Harris, Director of Finance

17. Monthly Budget Report for the Period Ending June 30, 2026
18. Quarterly Investment Report for the Period Ending June 30, 2026

CONSENT AGENDA

19. Consider Approval of Minutes from July 7, 2026 - Regular Meeting
20. Consider Approval of Minutes from July 21, 2026 - Special Meeting

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

21. **Section 551.087 Deliberation Regarding Economic Development Negotiations - Project Eagle**

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

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.

Note: 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: 2026 Hangar Apron Resurfacing
DEPARTMENT: Administrative Services/Stephenville Clark Regional Airport
STAFF CONTACT: Sean Clemmons

RECOMMENDATION:

City staff recommend that the City Council Approve the 2026 Hangar Apron Resurfacing by Sullivan Contracting per the Annual On-Call Construction Items Contract.

BACKGROUND:

The City intends to resurface the apron along the North T-Hangars of Stephenville Clark Regional Airport. The pavement is not in good condition and the deterioration is bad enough it is creating Foreign Objects/Debris (FOD) which are hazardous to aircraft.

FISCAL IMPACT SUMMARY:

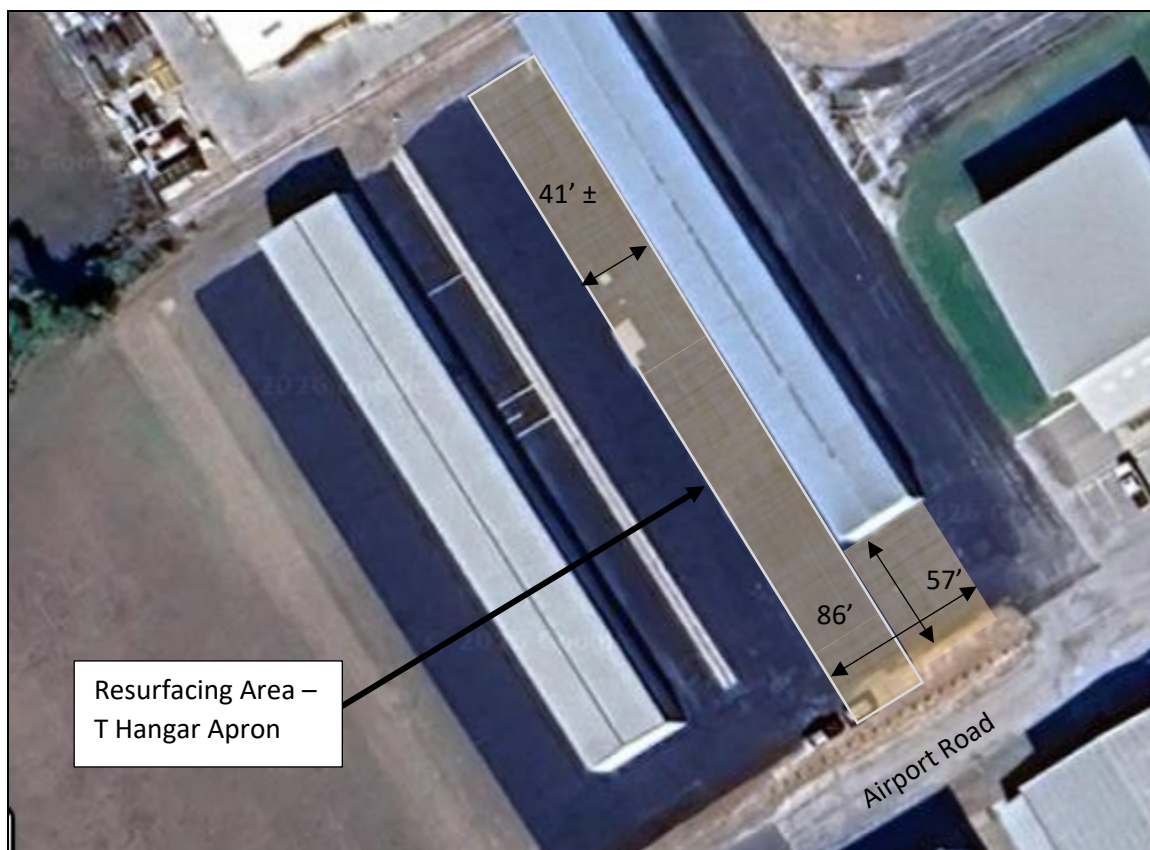
Estimated Project cost: \$73,180.85, Professional Services by Eugene Calvert \$3,400.00

This project is eligible for reimbursement under the Routine Airport Maintenance Program (RAMP) Grant from TxDOT Aviation

The City's estimated net cost: \$ 7,658.09

ALTERNATIVES

No pavement repairs



SCOPE OF WORK

STEPHENVILLE CLARK REGIONAL AIRPORT HANGAR APRON RESURFACING - 2026

DESCRIPTION

The Contractor shall furnish all labor, equipment, materials, supplies, environmental protection, signage, traffic control, secondary sweeping, and other incidentals necessary to provide resurfacing of the apron adjacent to the T Hangars at the Stephenville Clark Regional Airport in Stephenville, Texas. The apron resurfacing is approximately 1,652 square yards in area. The City reserves the right to adjust the area dependent upon available funding.

Work and materials shall be in accordance with the STANDARD SPECIFICATIONS FOR CONSTRUCTION AND MAINTENANCE OF HIGHWAYS, STREETS, AND BRIDGES adopted by the Texas Department of Transportation September 1, 2024. Measurement and Payment of work items shall be in accordance with the City of Stephenville Annual On-Call Construction Contract.

T Hangar Apron – Approximately 1,652 square yards of existing asphalt is to be removed and new asphalt pavement installed under this contract. The existing asphalt and untreated base material within the construction limits shall be removed to a minimum depth of two (2) inches and shall be resurfaced with a two (2) inch minimum thick asphalt overlay. An area along the southerly boundary of the resurfacing project, approximately 75 square yards in size, shall be reconstructed full depth with 6" flexible base and 2" asphalt overlay. The Contractor shall be responsible for excavation and embankment to meet the existing grade and to match the adjacent apron and hangars. Excavation and embankment for this work shall be considered incidental to the asphalt pavement work.

Work shall be confined to the area between the hangar buildings and/or edge of the existing asphalt pavement. The width of the existing asphalt pavement that is to be removed west of the easternmost T Hangar is approximately 41 feet in width and extends approximately 57 feet south of the hangar. The Contractor shall protect the hangar buildings and concrete structures to assure that no asphalt material is applied or physical damage occurs.

The existing asphalt thickness varies from 1-3 inches. Work and materials shall be in accordance with Item 105, Removing Treated and Untreated Base and Asphalt Pavement of the 2024 TXDOT Standard Specifications. The removal and disposal of the materials shall be in neat lines within 3 – 5 feet of the hangar buildings and shall be paid under On-Call Item No. 6, Milling existing asphaltic pavement, complete and in-place.

Exposed base material shall be compacted, shaped and finished for the asphalt overlay. Additional flexible base material to bring the apron to grade shall be measured and paid per square yard (SY) in place. A two (2) inch thick hot mix asphalt overlay shall be installed on the prepared base course.

FLEXIBLE BASE

Work and materials shall be in accordance with Item 247, Flexible Base of the 2024 TXDOT Standard Specifications. The flexible base material shall be Type A., Grade 1-2 in accordance with the Standard Specifications. Hangar buildings shall be protected during operations.

HOT MIX ASPHALT CONCRETE

All Hot Mix Asphalt Concrete used on this project shall be Type "D", in accordance with Item 340, "Hot Mix Asphalt Concrete Pavement," of the 2024 TXDOT Standard Specifications except as follows:

- A. The stability of the mixture shall be at least 40 when tested in accordance with TXDOT Test Method Tex-208-F.
- B. A tack coat shall be applied to all surfaces prior to the placement of the 2" Type "D" Hot Mix Asphalt Concrete surface. The tack coat shall be Asphalt Emulsion SS-1 with 2% latex as set forth in Item 300 of the TXDOT Standard Specifications. MS-1 and 2% latex as defined in the 2024 TXDOT Standard Specifications will also be acceptable. Water not to exceed 50% of the mixture may be added to facilitate mixing and uniform distribution. The distributor shall be of the recirculating type and shall be approved by the Owner or his representative.

Prior to installation of the tack coat, all areas shall be thoroughly cleaned by sweeping, hand brooming, or other approved methods to remove loose material. All vegetation shall be removed.

- C. The Contractor shall furnish the Owner or his representative a job mix design complying with the requirements of TXDOT Construction Bulletin C-14 and Test Method Tex-204-F. Field testing will be the responsibility of the Contractor and shall provide the density test results from an independent testing firm to the City.

NOTIFICATION AND TRAFFIC CONTROL

Contractor shall coordinate construction activities and schedule with the Airport Manager's Office. Prior to commencement of work, the apron adjacent to the hangars shall be closed and appropriate barricades installed.

All hangar users affected by the construction shall be notified a minimum of one day and no more than one week in advance of the anticipated start date. This notification shall be in the form of an approved written or electronic posting stating the times and dates that construction is expected on the apron. A local telephone number of the Contractor shall be located on the flyer and manned 24/7 until the contract is completed. The cost of notification shall be incidental to the price of the project and shall not be paid separately.

PERFORMANCE WARRANTY

The Contractor warrants that all workmanship and all materials furnished under this contract comply with requirements of these Resurfacing Specifications. If at any time within one year after the date of the final inspection, any unfaithful or defective work should appear, which in the opinion of the Owner/City of Stephenville is due to inferior materials or workmanship, the Contractor warrants to do whatever is necessary to remedy the defects immediately without cost to the Owner/City of Stephenville. The Owner/City of Stephenville will notify the Contractor in writing of the defects and the repairs to be made, and the Contractor will begin repairs within a mutually agreed upon time frame.

SCHEDULE OF ESTIMATED QUANTITIES

On-Call Item No.	Qty. & Unit	Description	Price	
			Unit Price	Total
6	1,652 SY	Milling existing asphaltic pavement 2" deep with haul-off of materials and with traffic control.	\$8.85	\$14,620.20
8	75 SY	Place Type A Grade 2 base, compacted to 6" thickness, complete in place (95% subgrade and base compaction required).	\$31.18	\$2,338.50
10	180 Ton	2" Type D, Hot Mix Asphaltic Concrete overlay, complete in place.	\$287.47	\$51,744.60
12	75 SY	Prime coat, A-EP at 0.25 gal/SY, complete in place.	\$3.98	\$298.50
13	1,577 SY	Tack Coat, SS-1 at 0.15 gal/SY, complete in place.	\$2.65	\$4,179.05
Total				\$73,180.85

Stephenville Clark Regional Airport - T Hangars



06/24/2026



STAFF REPORT

SUBJECT: Consider approval of In-Kind Donation from Wednesday Evening Lions Club

DEPARTMENT: Parks and Leisure Services

STAFF CONTACT: Troy Jones, Interim Director of Parks and Leisure Services

DESCRIPTION:

Consider approval of a resolution accepting an in-kind donation from the Stephenville Wednesday Evening Lions Club for the purchase and installation of new fans in the Stephenville Recreation Hall.

BACKGROUND:

The Stephenville Wednesday Evening Lions Club has offered to provide an in-kind donation by directly purchasing and paying for the installation through City Electric of new fans in the Stephenville Recreation Hall. The fans will improve air circulation and comfort for residents utilizing the facility for recreational programs, community events, rentals, and other public activities.

Although the City will not receive funds directly, the improvements will become a permanent asset to the Recreation Hall upon completion of the installation. Acceptance of this in-kind donation recognizes the continued partnership and generosity of the Stephenville Wednesday Evening Lions Club in supporting community facilities.

FISCAL IMPACT SUMMARY:

Staff recommends approval of the resolution accepting the in-kind donation from the Stephenville Wednesday Evening Lions Club for the purchase and installation of new fans in the Stephenville Recreation Hall.

ITEM REPORT

To: City Council

From: Dan Harris, Chief

Subject: Consider approval of the City of Stephenville and the SISD School Resource Officer Annual Memorandum of Understanding 2026-2027.

Department/Office: Police Department

Summary:

The mission of the SRO program, under this agreement, is to place community policing officers in designated schools within SISD to build working relationships with schools, students, and parents; to address onsite security; to combat school violence; to provide drug abuse and crime prevention education; to serve as positive role-models for students; and to provide a direct link with the police department. This year's request is the same as last year, to provide up to four (4) SRO Police Officers assigned to SISD.

Recommended Action:

Approve the City of Stephenville and SISD School Resource Officer Annual Memorandum of Understanding 2026-2027.

Budget:

This MOU is valid for the 2026 – 2027 school year. The city will provide one patrol car for each SRO. In addition, the city will provide uniforms and equipment along with required training.

Attachments:

1. SPD SISD SRO Agreement 2026-2027

MEMORANDUM OF UNDERSTANDING

City of Stephenville and Stephenville Independent School District for the School Resource Officer

I. Purpose

The purpose of this Memorandum of Understanding is to document the respective roles and responsibilities of the City of Stephenville (the City) and the Stephenville Independent School District (the School District) regarding the hiring, equipping, supervising, housing, and other logistical considerations for Law Enforcement Officers (LEOs)/School Resource Officers (SROs) assigned to the School District.

The mission of the School Resource Officer program is to place community policing officers in designated schools within the School District to build working relationships with schools, students, and parents; to address on-site security; to combat school violence; to provide drug abuse and crime prevention education; to serve as positive role-models for students; and to provide a direct link with the police department.

II. City of Stephenville Responsibilities

The City, through its police department, will be responsible for the following:

1. Providing up to four (4) law enforcement officers for service as either an on-campus police officer or a full-time School Resource Officer, on the school campuses designated by the School District. Providing equipment and supplies including, but not limited to, uniforms and a police radio, and other such equipment as required for performance of their duties.
2. Selection of Personnel. In the event of an SRO vacancy the police department will create and implement a selection process involving members of the department, school district and members of the community as appropriate. The Chief of Police has the final say in personnel selections.
3. Law Enforcement Officer (LEO) /School Resource Officer (SRO) Duties. LEOs/SROs will perform law enforcement duties for the school district on designated campuses that include protecting the safety and welfare of persons, protection of school property and building positive relationships with students, parents and school district personnel. LEOs/SROs will not engage in duties associated with routine student discipline and school administrative tasks. The district and department will create and agree on a specific document that outlines LEO/SRO duties. See **Appendix 1 LEO/SRO JOB DESCRIPTION, RESPONSIBILITIES AND DUTIES.**
4. Keeping the School District informed, as appropriate, of any changes to federal and state laws, as well as case law, which may affect the School Resource Officer Program.
5. Notifying promptly the School District of anticipated changes in funding, personnel assignments, or performance issues related to the School Resource Officer.

6. Allowing School District participation in the development of LEO/SRO utilization strategies.
7. Documenting the activities and achievements of the SRO with periodic progress reports.
8. Preparing an annual evaluation of each SRO, with input from school district officials, prior to the start of the school year.
9. Providing one marked patrol vehicle for each LEO/SRO.
10. Providing LEOs/SROs for active attack and response training with the SISD Guardians and the SISD Guardian Program, barring any immediate operational need.

III. Stephenville Independent School District Responsibilities

The School District will be responsible for the following:

1. Providing office space with appropriate furnishings on the respective campuses for use by LEO/SROs.
2. All personnel costs related to the employment of SROs assigned to the school district.
3. Providing routine administrative support (e.g. telephone and in-building paging/answering service) and office supplies to SROs while on campus.
4. Including SROs in school staff meetings relevant to the SRO mission.
5. Permitting SROs adequate time to complete necessary in-service training, professional development and training requirements to maintain SROs' peace officer certifications.
6. Notifying the City of changes in the number of student days in a school year.
7. To establish and follow written procedures for referring police involvement.
8. To train District staff in accordance with the procedures outlined herein as well as existing district policies involving student health and safety; and
9. To cooperate with and support the SRO and the City Police Department in a proactive manner to ensure that the SRO program meets the expectations of the District, City Police, students, parents and community.
10. Saving and holding harmless the City and its employees, from all liability, of any nature, including costs, and expenses for, or on account of, any claims, audit exceptions, demands, suits, or damages of any character whatsoever resulting from injuries or damages sustained by students and their property or School District personnel and property, resulting in whole or part from the performance or omission of any employee, agent, or representative of the City.

IV. The School District and City agree to the following general provisions:

1. The agreement is subject to audit at any time within three years of the termination of this MOU and thereafter as provided by law to determine that services were proper, and the billings were correct.
2. This MOU and any addendums signed by both parties are the entire agreement between the parties. Any changes, deletions, extensions, or amendments to this MOU shall be in writing and signed by both parties. Any other attempted changes, including oral modifications, written notices that have not been signed by both parties, or other modifications of any type, shall be invalid.
3. Providing supervision and employee administrative support to School Resource Officers including work schedules, continuing education, pay administration, and the like.
4. This MOU is subject to the availability of local, state, and/or federal funds. If funds are not available or if available funding is reduced, written notice of termination, payment suspension, or funding reduction will be provided by either affected party.
5. In the event either party fails to perform in accordance with the provisions of this MOU, the other party may, upon 30 days' written notice, terminate the MOU in whole or in part.
6. In the event notice of termination is given, all work by the City shall cease on the effective date of the termination. The City shall be paid for all work performed prior to the notice of termination in accordance with the terms of the MOU. Final invoices shall be submitted to the School District no later than 30 days following the date of termination of this contract.
7. If any provision of this Agreement is held to be invalid, void, or unenforceable, the remaining provisions hereof will not be affected or impaired, and such remaining provisions will remain in full force and effect.
8. Billing Period: To be determined by the City of Stephenville and SISD Finance Directors.
9. Failure to enforce any provision of the MOU does not constitute a waiver of that provision, or any other provision, of the contract.
10. This MOU and any addendums signed by both parties represents the entire agreement between the parties.
11. This agreement will undergo an annual review to adjust, as necessary, any over- or under-payments by the School District. These adjustments will be reflected in the subsequent year's invoice for SRO services.
12. The School District understands and agrees that all SROs assigned to the school district will be employees of the City of Stephenville and subject solely to the control of the City of Stephenville. While the School District and the City will consult with each other as to the most effective use of the SRO, ultimate authority as to the disposition, placement, use, discipline, and all other matters relating to employment of SROs will be with the City.

V. SRO Continuation Plan

The City and School District agree to continue the SRO program. The School District will reimburse the City for the SRO's salary and benefits.

VI. MOU Period

This agreement is for a period of one year from August 15th, 2025, to August 15th, 2026, or upon 90 days' written notification by either party requesting that the agreement should be reviewed. For purposes of the agreement, the contacts are Superintendent, Stephenville ISD, and Chief of Police, Stephenville Police Department.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the 2nd day of September 2025.

CITY OF STEPHENVILLE

Lonn Reisman, Mayor

Attest:

Sarah Lockenour, City Secretary

STEPHENVILLE INDEPENDENT SCHOOL DISTRICT

Eric Cederstrom, Superintendent

APPENDIX 1

JOB DESCRIPTION, RESPONSIBILITIES AND DUTIES OF SCHOOL RESOURCE OFFICER (SRO):

GOALS:

The job of a school resource officer is varied, diverse and demanding. It is the goal of both the Stephenville Police Department and the Stephenville Independent School District to develop, create and maintain a professional SRO program that provides top-notch services to our students, our schools and our community.

UNIFORM:

The SRO will wear the regular police patrol uniform and drive a fully equipped patrol vehicle. More casual attire may be worn, with permission from the SRO's supervisor, when the SRO is participating in school activities, training and school athletics that make wearing a uniform impractical.

JOB ACCOUNTABILITY:

The SRO will be primarily accountable to the Department chain of command. He/she is expected to maintain an accurate accounting of cases worked, training received, number and type of presentations made and to whom, overtime worked, specials details, and all other information worthy of reporting. This reported information will be due on a semester basis and is to be forwarded to the Chief via the SRO's chain of command.

SRO time sheets will be signed off on every two weeks by a school administrator assigned to the SRO campus.

ON-DUTY STATUS:

The SRO will normally work 7:30 AM to 4:00 PM, Monday through Friday, with Saturday and Sunday off. He/she may adjust the work schedule, with the approval of their immediate supervisor, in order to accommodate school activities and requests. The SRO shall check on each day with dispatch and/or the field supervisor, unless other arrangements are made in advance with the supervisor.

The SRO is expected to leave information for school officials and his/her supervisor regarding his/her whereabouts when off campus. When school is not in session (i.e. holidays, summer vacation, midyear breaks, etc.), the SRO will create a work schedule with his/her supervisor.

SRO DUTIES AND RESPONSIBILITIES - G E N E R A L :

The SRO will:

- Foster educational programs/activities to increase each student's knowledge of and respect for the law and the function of law enforcement;
- Attend extracurricular activities held at the District's schools within the City, when feasible, and promote a positive relationship between students and law enforcement officials;

- Understand school policies regarding how to distinguish disciplinary infractions to be handled by school officials versus criminal activity that warrants SRO involvement;
- Review enforcement and investigative techniques at local schools and work with District personnel to provide in-service training to staff with regard to crisis management and school security;
- Work with the District's personnel to advise concerning vehicular and traffic safety on and around the school campuses;
- Act swiftly and cooperatively when responding to disruptions and criminal offenses at school or on school grounds, such as: disorderly conduct by trespassers; the possession and/or use of weapons on campus; the possession, sale, distribution or use of alcohol or controlled substances; rioting or dangerous demonstrations; serious acts of vandalism; etc.;
- Make reports of criminal offenses as per Department regulations as warranted, and investigate such acts that may occur at schools;
- Provide assistance to other officers of the Department or other law enforcement agencies in their investigations of criminal offenses which are alleged to occur off campus, but may be related to school activities;
- Familiarize themselves with the many issues confronting students, e.g., alcohol and drug use, gang involvement, weapons, bullying, and teenage suicide;
- Work collaboratively with the District, other SROs, and other law enforcement agencies to create safe and drug free schools and promote healthy youth development. This may include drug searches, home visits and wellness checks as appropriate;
- Provide direct intervention to children who are victims, witnesses, or perpetrators of violent crime;
- Participate in SRO Program evaluation by providing data and assisting with analysis and recommendations through partnership meetings;
- Provide assistance in the development of a Safe School Plan and crisis preparedness guidelines for schools;
- Handle the primary responsibility of responding to calls for service and investigating crimes at assigned Stephenville ISD campuses within the City;
- Conduct follow-up on reports taken by patrol officers when appropriate;
- Establish genuine rapport between students, faculty and parents while being available to students, parents and faculty before, during and after school;
- Provide a safe, healthy and secure environment on campus and in the immediate proximity of the campus;
- Provide routine marked police car patrol and visible foot patrol during the most critical times to discourage unlawful and antisocial behavior;
- Provide security at public meetings held by the district as needed;
- Provide intelligence to law enforcement and school officials relative to gang or drug activities and enforcement;
- Give educational presentations to student body, faculty, administration, PTSA and other school- based groups relative to laws, the role of law enforcement and other applicable subjects;

- Serve as a resource for Stephenville ISD and the Department by providing safety programs, special drug education classes and juvenile gang awareness and prevention programs in the schools and assisting staff with presentations and instruction in developing age-appropriate curriculum;
- Train school administrators and faculty on gangs, youth subcultures and substance abuse;
- Encourage input from the school and community to inform ongoing policies that promote a safe and inclusive school environment;
- Train Department personnel on the role of the SRO and on school issues important for officers to know;
- Be a liaison for the school, police and probation, and the community to keep all informed of activities of others who may be at risk or inclined to cause problems or commit crimes;
- Assist police investigators with information that will help solve cases;
- Help school staff in lessening campus tension and provide assistance to campus supervisors as needed;
- Consider diversion opportunities for youth, rather than arrest, when appropriate;
- Communicate and coordinate with the patrol and investigations;
- Use discretion in handling confidential material and information;
- Use the resources provided for the prevention, observation, intervention, investigation, and reporting of unlawful acts;
- As needed, attend District activities outside of the regular duty hours.
- Coordinate all activities with the principals and staff members concerned and seek permission, advice and guidance prior to enacting any program within the school.
- Grow professionally through study and participation in professional activities, including recommended SRO trainings, including the Texas TCOLE required/recommended SRO training/certification.

RELATIONSHIPS:

It is most important that the SRO become acquainted with school officials and understand school priorities and procedures, as well as state and local laws relevant to school safety and order. The SRO should also attend faculty meetings, assemblies and classrooms as often as possible and work in cooperation with school officials in building positive relationships. The SRO shall conduct himself/herself in a manner that will reflect favorably on the Department. He/she is a positive role model, serving as a good example of the professional law enforcement officer. The SRO should show respect for students, faculty, staff, administrators and parents and display fairness and consistency in handling issues that occur.

PREVENTATIVE STRATEGIES:

SROs provide classes on drug use, underage drinking, drinking and driving, peer pressure, bullying, cyber bullying, gang awareness, sexual assault awareness, and student privacy, search and seizure and other laws that apply to students, careers in law enforcement, and various other safety issues.

GEOGRAPHY:

The SRO should become thoroughly familiar with the campuses being served and learn of any troublesome locations on and off campus. Complete knowledge of campuses helps develop preventative tactics and techniques that promote a safe school environment.

POLICE REPORTS:

Staff members and site administrators shall only request police assistance when {1) necessary to protect the physical safety of students and staff; (2) required by law; or (3) appropriate to address criminal behavior of persons other than students. Police involvement should not be requested in a situation that can be safely and appropriately handled by the District's internal disciplinary procedures. In the event that staff and or SROs are unclear, the principal or other designated school administrator should be contacted immediately to make a determination. Calls for service at schools requiring or resulting in written crime reports will normally be the responsibility of the SRO, if the reported incident is directly school-related and the SRO is readily available. When the SRO is not available, the Patrol Division may handle the call for service. Crime reports needing additional follow-up may be assigned to the Investigations division if the SRO is unable to complete it.

STUDENT DISCIPLINE:

Stephenville ISO administrators have primary responsibility to ensure consistent enforcement of school rules and policies. If the administrator believes an incident is in violation of the law, he/she may contact the SRO to determine whether law enforcement action is appropriate.

Stephenville ISO administrators shall prioritize alternatives to school removals and police involvement. Absent a real and immediate threat to student, teacher, or public safety, incidents involving public order offenses, including disorderly conduct; disturbance/disruption of schools or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, shall be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (**e.g.**, issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest).

STEPHENVILLE POLICE DEPARTMENT

Dan M. Harris Jr., Chief of Police

STEPHENVILLE INDEPENDENT SCHOOL DISTRICT

Eric Cederstrom, Superintendent

STAFF REPORT



SUBJECT: Application No.: RZ 2026-9841

Applicant Blake Welborn, representing Welborn Property Solutions, LLC., is requesting approval of a rezoning request for property located at 350 S. Lennox, Parcel R28728, being LOTS 104, 105, 106, 107, 108 & 109 of the S2100 BELMONT Addition to the City of Stephenville, Erath County, Texas, from “R-2” Residential Two-Four Family, to “R-3”, Multifamily Housing.

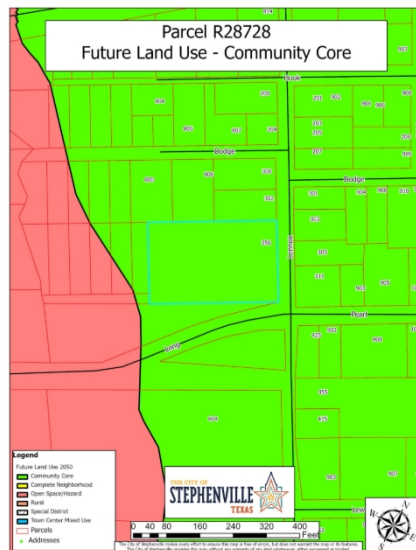
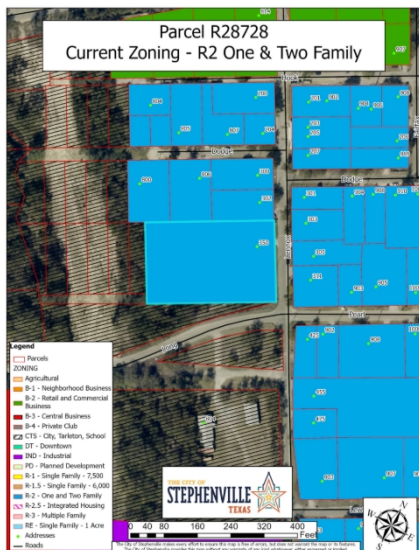
DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

To provide the City Council with a recommendation for the rezoning request. Under the Stephenville 2050 Comprehensive Plan, Future Land Use is designated as “Community Core” which allows for diverse housing types.

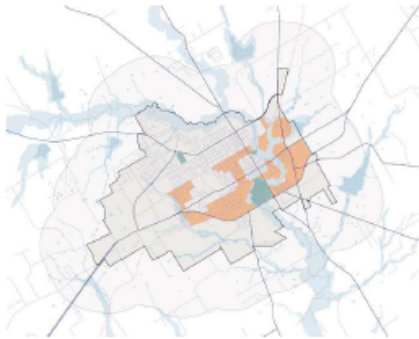
BACKGROUND:



FUTURE LAND USE

Community Core

The Community Core land use accommodates a mix of uses at a medium density. Diverse housing types are encouraged to support a range of residents. Local businesses, such as grocery stores, cafes, and local offices cater to the needs of the nearby residents and parks and green spaces provide recreational opportunities.



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;

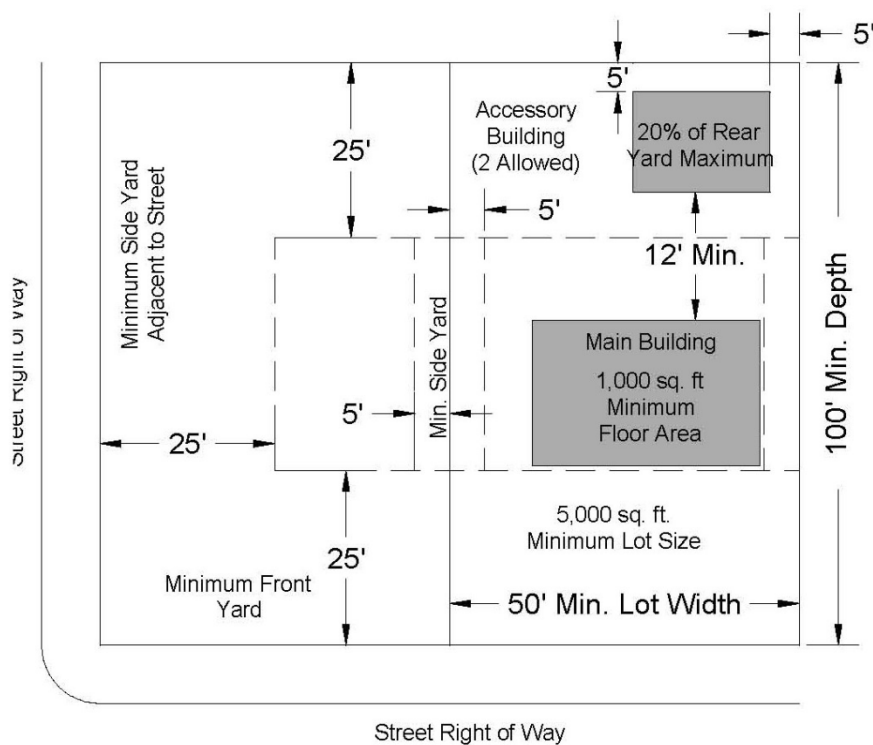
- (9) Community home;
- (10) Park or playground;
- (11) SISD school—public;
- (12) Bed and breakfast/boarding house;
- (13) Group day care home;
- (14) Registered family home;
- (15) Day care center; and
- (16) Fraternity or sorority house.

5.6.C Conditional Uses.

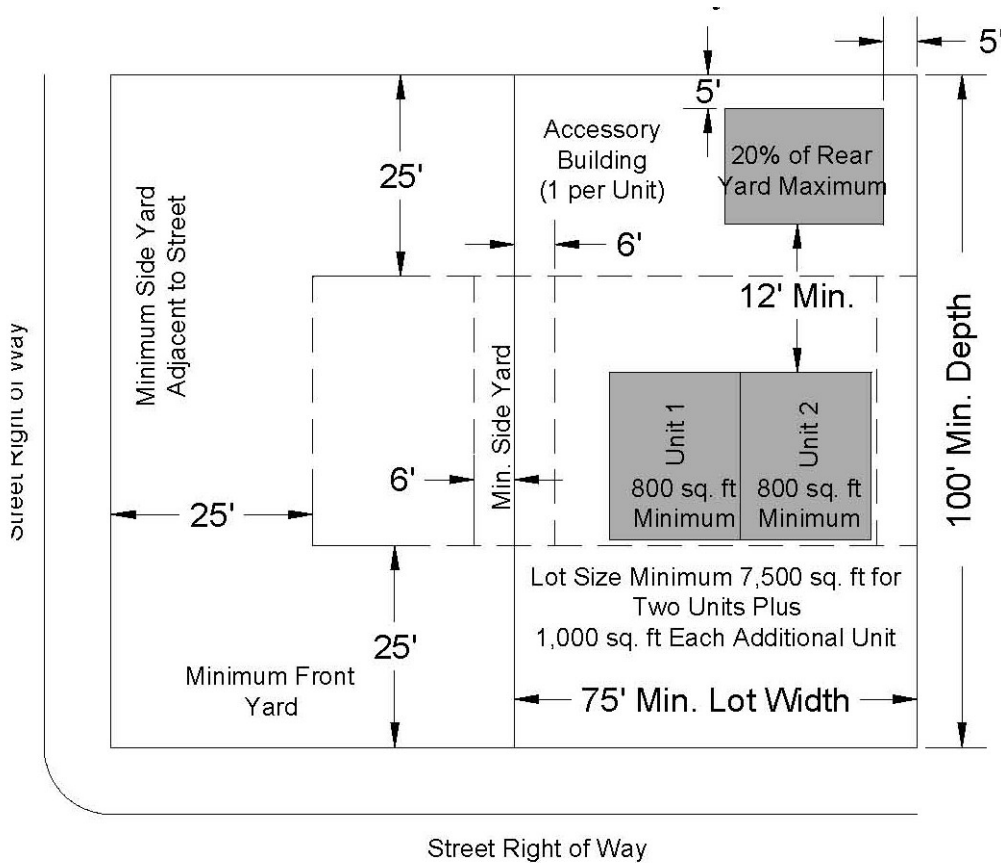
- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;
- (3) Adult and/or children's day care centers;
- (4) Foster group home; and
- (5) Residence hall.

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.*



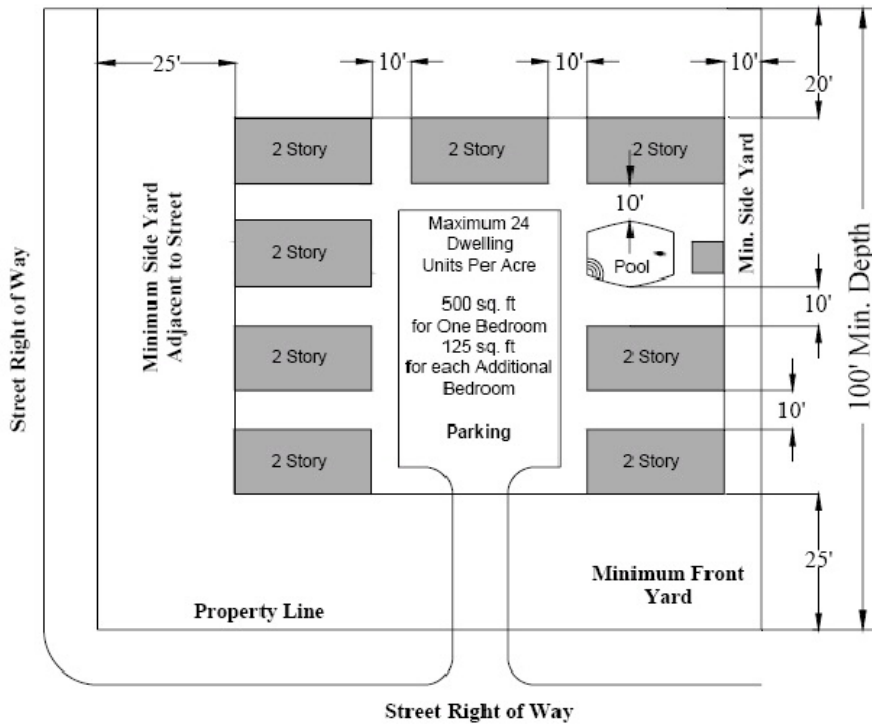
(C) *Reserved.*

(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

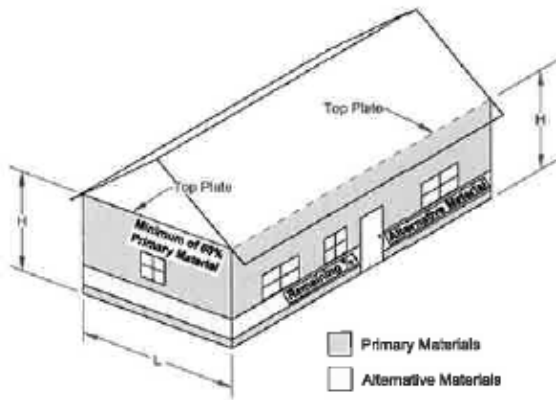
Multiple Family Dwelling



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.



NEW CONSTRUCTION

Total Exterior Wall shall equal
80% of Primary Materials.
Any remaining percentage shall be constructed
of Alternative Materials.
(Windows & Doors are excluded)

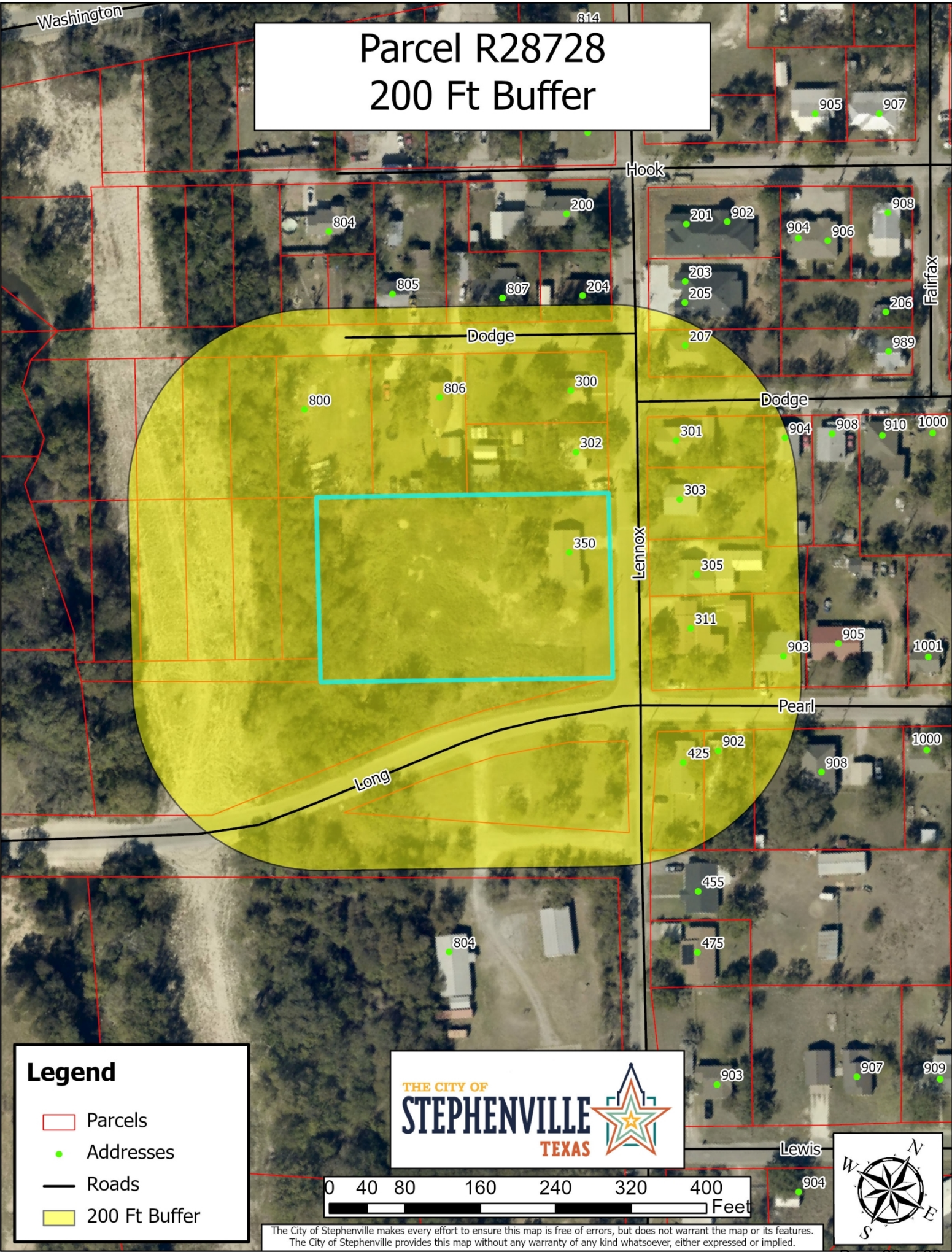
EXISTING STRUCTURES

1. Expanding or modifying the footage of the building 50% or less, may use the same exterior material as the existing primary building. If not available, approval is need from the Community Development Director.
2. Expanding or modifying the footage of the building 50% or more, must use 80% Primary Materials and any remaining percentage shall be constructed of Alternative Materials.
3. Windows and Doors are excluded.

(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)

ALTERNATIVES:

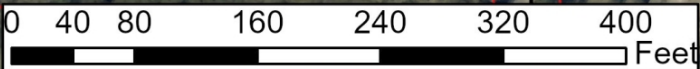
- 1) Recommend the City Council approve the rezoning request.
- 2) Recommend the City Council deny the rezoning request.



Parcel R28728
200 Ft Buffer

Legend

- Parcels
- Addresses
- Roads
- 200 Ft Buffer



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Parcel R28728

Current Zoning - R2 One & Two Family

Legend

Parcels

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

Roads

THE CITY OF

STEPHENVILLE

TEXAS



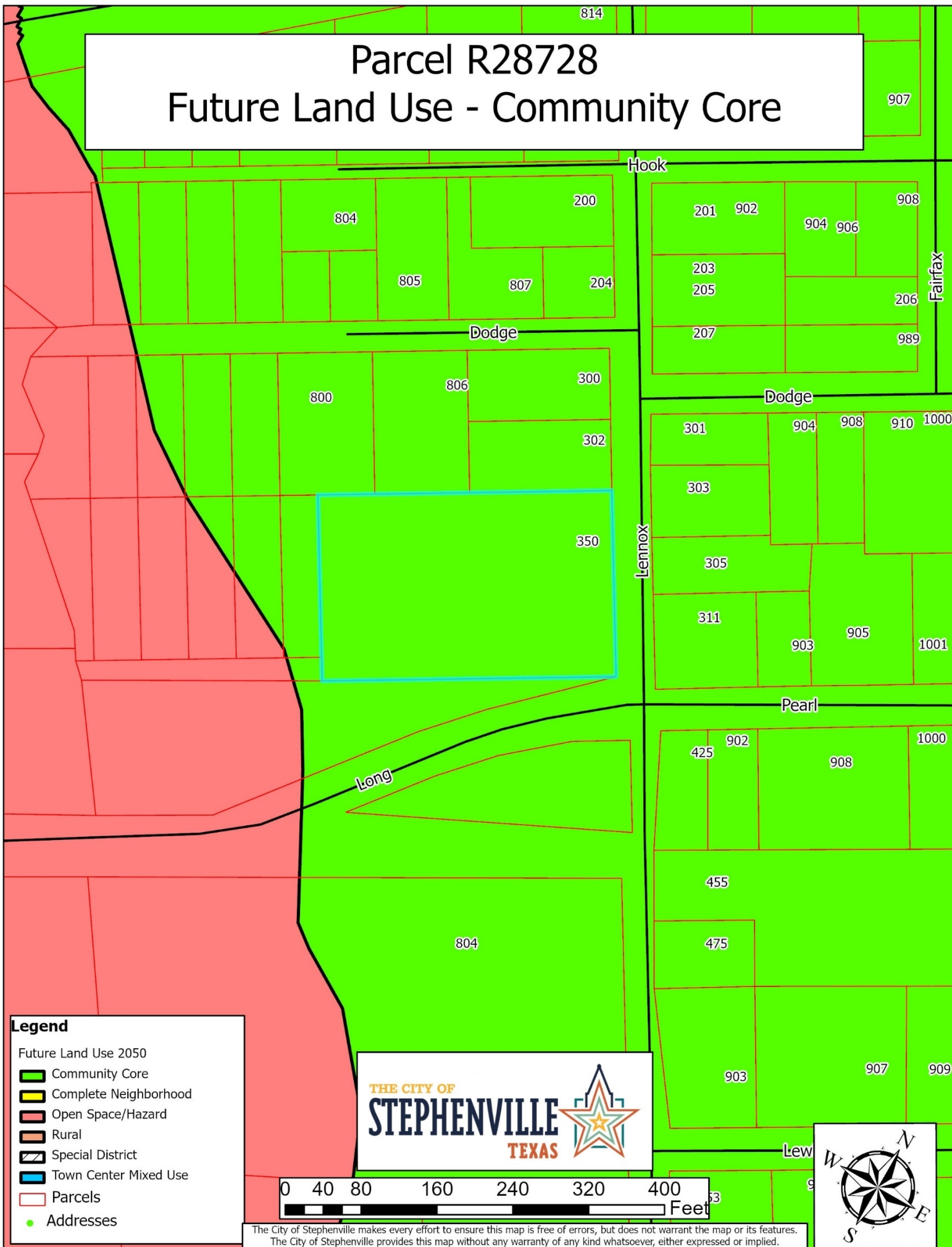
0 40 80 160 240 320 400 Feet

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Parcel R28728

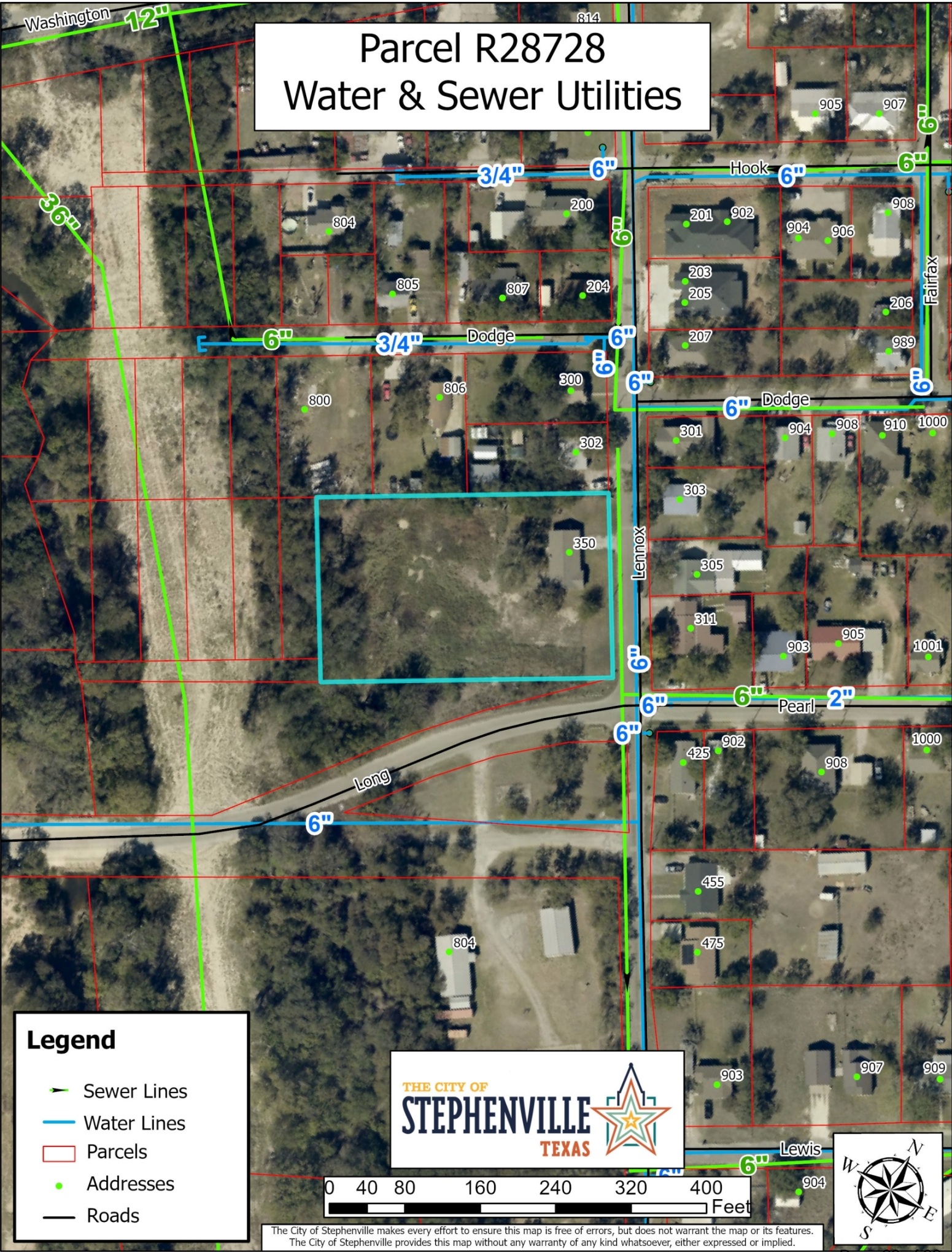
Future Land Use - Community Core



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Parcel R28728

Water & Sewer Utilities



Parcel R28728

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000028727	0 E LONG	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028708	0 DODGE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028720	0 DODGE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028719	0 DODGE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028718	0 DODGE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028717	0 DODGE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028724	0 E LONG	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028723	0 E LONG	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028726	0 E LONG	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028725	0 E LONG	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000028710	805 DODGE	CURTIS LORI J ET AL	805 E DODGE ST	STEPHENVILLE	TX	76401
R000038394	800 DODGE	DELK ALVIS L & PATRICIA A	800 DODGE	STEPHENVILLE	TX	76401-0000
R000028713	204 LENNOX	FERRINSON GAER	204 S LENNOX	STEPHENVILLE	TX	76401
R000029862	903 PEARL	HATTOX GARY	903 PEARL	STEPHENVILLE	TX	76401
R000029880	908 E PEARL	HERRERA ELIZABETH	908 EAST PEARL ST	STEPHENVILLE	TX	76401
R000029877	425 LENNOX	HILLIARD-WHITELEY LESLIE	PO BOX 2053	STEPHENVILLE	TX	76401
R000028694	207 LENNOX	LARISON LIVING TRUST	703 E TRAVIS ST	GORDON	TX	76453-1315
R000028714	300 LENNOX	LUBKE ROBERT JAMES	141 SAVANNAH DR	WEATHERFORD	TX	76087
R000029851	305 LENNOX	NICEWONGER BRADEN AND	305 S LENNOX	STEPHENVILLE	TX	76401
R000029844	455 LENNOX	OGBURN NICK & ALEXANDRA BRIGHT OGBURN	455 S LENNOX	STEPHENVILLE	TX	76401
R000029861	311 LENNOX	RHOTON DAVID CRAIG & LINDA J RHOTON	401 HWY 570	EASTLAND	TX	76448
R000028716	806 DODGE	RODRIGUEZ JOSE JESUS	806 E DODGE ST	STEPHENVILLE	TX	76401
R000029847	303 LENNOX	RODRIGUEZ JULIA & OSCAR	303 LENNOX ST	STEPHENVILLE	TX	76401
R000029878	902 PEARL	SANCHEZ FRANCISCO & RAQUEL	107 SPUR ST	STEPHENVILLE	TX	76401-9416
R000029848	904 DODGE	SCHMIDT KOLTON & KATY SCHMIDT	3336 CR419	STEPHENVILLE	TX	76401
R000029842	0 E LONG ST	STEPHENVILLE ISD	2655 W OVERHILL DR	STEPHENVILLE	TX	76401-0000
R000076877	203 LENNOX	STONEKING VENTURES INC	1015 S US281	STEPHENVILLE	TX	76401
R000028712	807 E DODGE	TEXAS INVESTMENT TEAM LLC	550 S HARBIN #147	STEPHENVILLE	TX	76401
R000029846	301 LENNOX	TREECE COLTON	301 LENNOX ST	STEPHENVILLE	TX	76401
R000028715	302 LENNOX	WALKER CAROLINE & BYRON KENT WALKER	302 S LENNOX	STEPHENVILLE	TX	76401
R000028728	350 S LENNOX	WELBORN PROPERTY SOLUTIONS, LLC	128 WOODARD AVE	CLEBURNE	TX	76033
R000046282	0 DODGE	WHITELY LESLIE D & LISA R WILLIAMS & LORI J CURTIS	425 LENNOX	STEPHENVILLE	TX	76401
R000028709	800 DODGE	WHITELY LESLIE D & LISA R WILLIAMS & LORI J CURTIS	425 LENNOX	STEPHENVILLE	TX	76401

ORDINANCE NO. 2026-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED RESIDENTIAL TWO-FOUR FAMILY (R-2) TO MULTIFAMILY HOUSING (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:

Property Located at 350 S. Lennox, Parcel R28728, being LOTS 104, 105, 106, 107, 108 & 109 of the S2100 BELMONT Addition of the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Residential Two-Four Family (R-2) to Multifamily Housing (R-3), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 4th day of August 2026.

Lonn Reisman, Mayor

ATTEST:

Irma Parker, Interim City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

STAFF REPORT



SUBJECT: Application No.: RP/RZ 2026-9870

Applicant Colby Pack, representing CMP Rentals, LLC., is requesting approval of a Replat with simultaneous rezoning of a portion of property located at 2601 NW Loop (Senator Robert J. Glasgow Loop), Parcel R74539, being approximately 5.15 acres of the S6660 Tanglewood Northwest Addition, BLK. 10, LOT 1 of the City of Stephenville, Erath County, Texas from "B-2", Retail and Commercial, to "R-2.5," Integrated Housing.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

BACKGROUND:

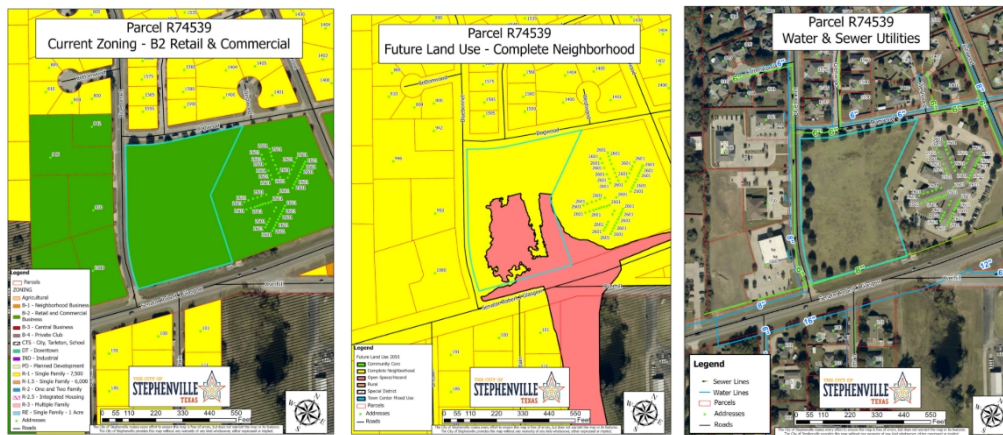
The applicant is requesting a rezone to R-2.5 to allow smaller lot dimensions for the construction of single-family homes fronting Dogwood Steet. The remainder of the property will keep the existing B-2, retail and commercial zoning. The replat establishes the appropriate lot dimensions and setback requirements as required for single-family residences. The Future Land Use is designated as "Complete Neighborhood" which allows for a mix of housing types.

RECOMMENDATION:

Staff is recommending conditional approval of the replat with the conditions as follows. If the rezone is denied, the replat is subsequently denied.

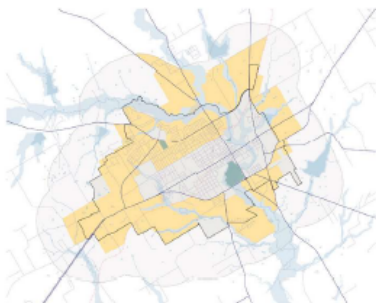
1. The plat must conform to the Subdivision Ordinance upon conclusion of reviews (Ch. 155), including any reviews from Public Works, Development Services or the Fire Department.
2. Structures may not be placed over easements.
3. Provide corner clips as required by the Engineering Standards Manual.
4. Provide triangular site visibility easements at intersecting streets.
5. Ensure all easements are provided
6. Ensure all required Plat language is provided.
7. City Council approves the rezone of the property.
8. Any common area will require a Homeowner's Association.
9. Pay fees.

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. 155.4.03. General subdivision and platting procedures.

- A. *Plats Required for Land Subdivision.* A Preliminary Plat or Minor Plat shall be approved prior to any land division that is subject to these regulations and prior to commencement of any new development.
- B. *Replats and Amending Plats.*
 1. *Replat.* A Replat, in accordance with State law, and the provisions of Section 4.08 shall be required any time a platted, recorded lot is further divided or expanded, thereby changing the boundary and dimensions of the property.
 2. *Amending Plat.* In the case of minor revisions to recorded Plats or lots, an Amending Plat may also be utilized if in accordance with Section 4.09.

C. *Zoning.*

1. *Conformance with Existing Zoning.* All Applications shall be in conformance with the existing zoning on property inside the City Limits.
2. *Request to Rezone First.* If an Applicant seeks to amend the zoning for the property, the request to rezone the land shall be submitted and approved prior to acceptance of an Application for filing of a plat, unless as otherwise provided below.
 - a. The Applicant may request approval from the City Administrator to submit an application simultaneous with the zoning change request, in which case the Application for the zoning amendment shall be acted upon first, provided that the Application is accompanied by a properly executed Waiver of Right to 30-Day Action (due to the more lengthy time frame necessary to advertise and process zoning Applications).
 - b. In the event that the requested zoning amendment is denied, the Plat Application shall also be rejected or denied.
3. *Zoning Ordinance Site Plan Approval.* Where Site Plan approval is required by the Zoning Ordinance prior to development, no Application for a Final Plat approval shall be accepted for filing until a Site Plan has been approved for the land subject to the proposed Plat.

Sec. 154.05.8 Integrated housing district (R-2.5).

5.8.A Description. This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. 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 aesthetic and functional well being of the intended district environment. The Integrated Housing District will be applicable to for all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

5.8.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. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

5.8.C Conditional Uses.

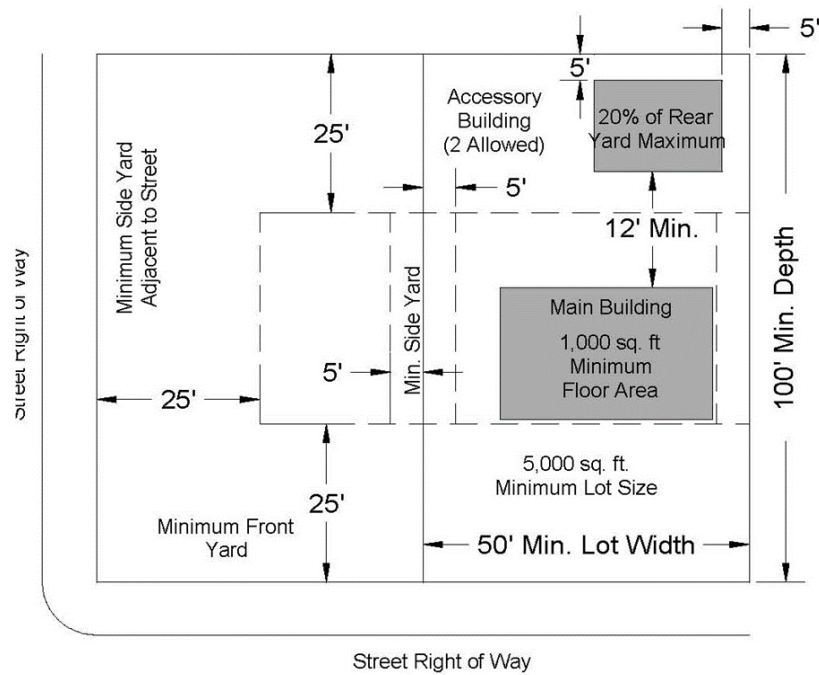
1. Home occupation;
2. Common facilities as the principal use of one or more platted lots in a subdivision;
3. Adult and/or children's day care centers;
4. Foster group home; and

5. Residence hall.

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

A. Single family dwelling.

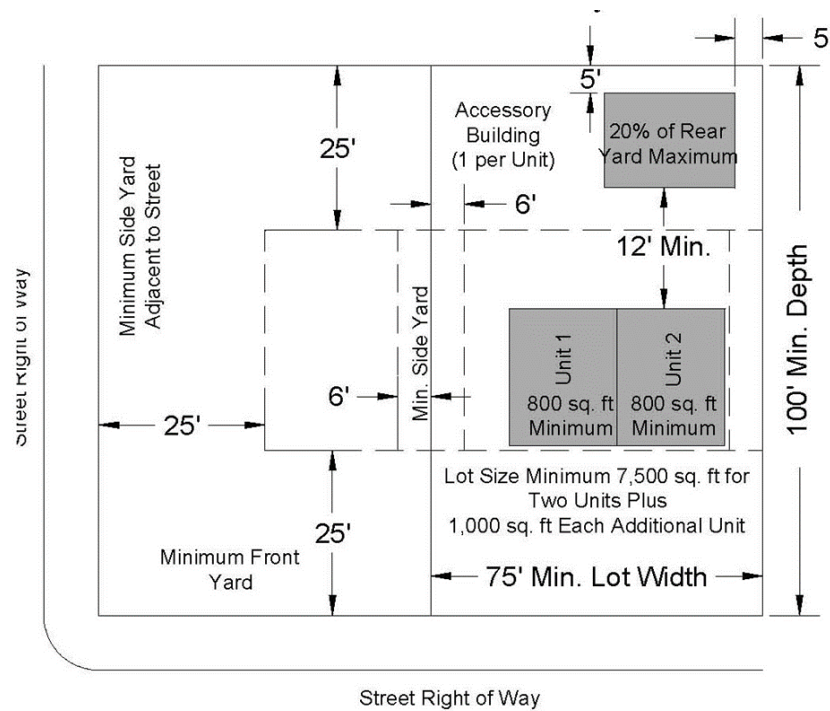
1. Minimum lot area: 3,000 ft².
2. Minimum lot width and lot frontage: 50 feet.
3. Minimum lot depth: 60 feet.
4. Minimum depth of front setback: 15 feet.
5. Minimum depth of rear setback: 15 feet.
6. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 15 feet from intersecting 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: 15 feet.
5. Minimum depth of rear setback: 15 feet.
6. Minimum width of side setback:
 - a. Internal lot: six feet.
 - b. Corner lot: 15 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

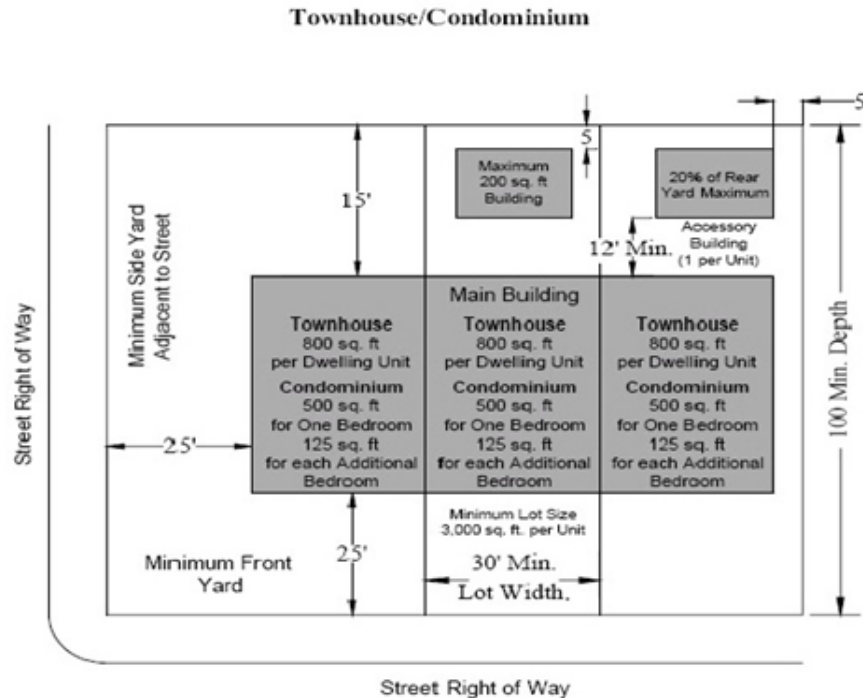
set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



C. Townhouse/Condominium.

1. Minimum lot area: 3,000 ft² per unit.
2. Minimum average lot width and lot frontage: 30 feet.
3. Minimum lot depth: 100 feet.
4. Minimum depth of front setback: 15 feet.
5. Minimum depth of rear setback: 15 feet.
6. Minimum width of side setback:
 - a. Internal lot: five feet.
 - b. Corner lot: 15 feet from intersecting side street.
7. Building size:
 - a. Maximum building coverage as a percentage of lot area: 40%
 - b. Minimum area of each Townhouse dwelling unit: 800 ft².
 - c. Minimum area of each Condominium of each dwelling unit: 500 ft² for one bedroom or less, plus 125 ft² of floor area for each additional bedroom.
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.
11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.



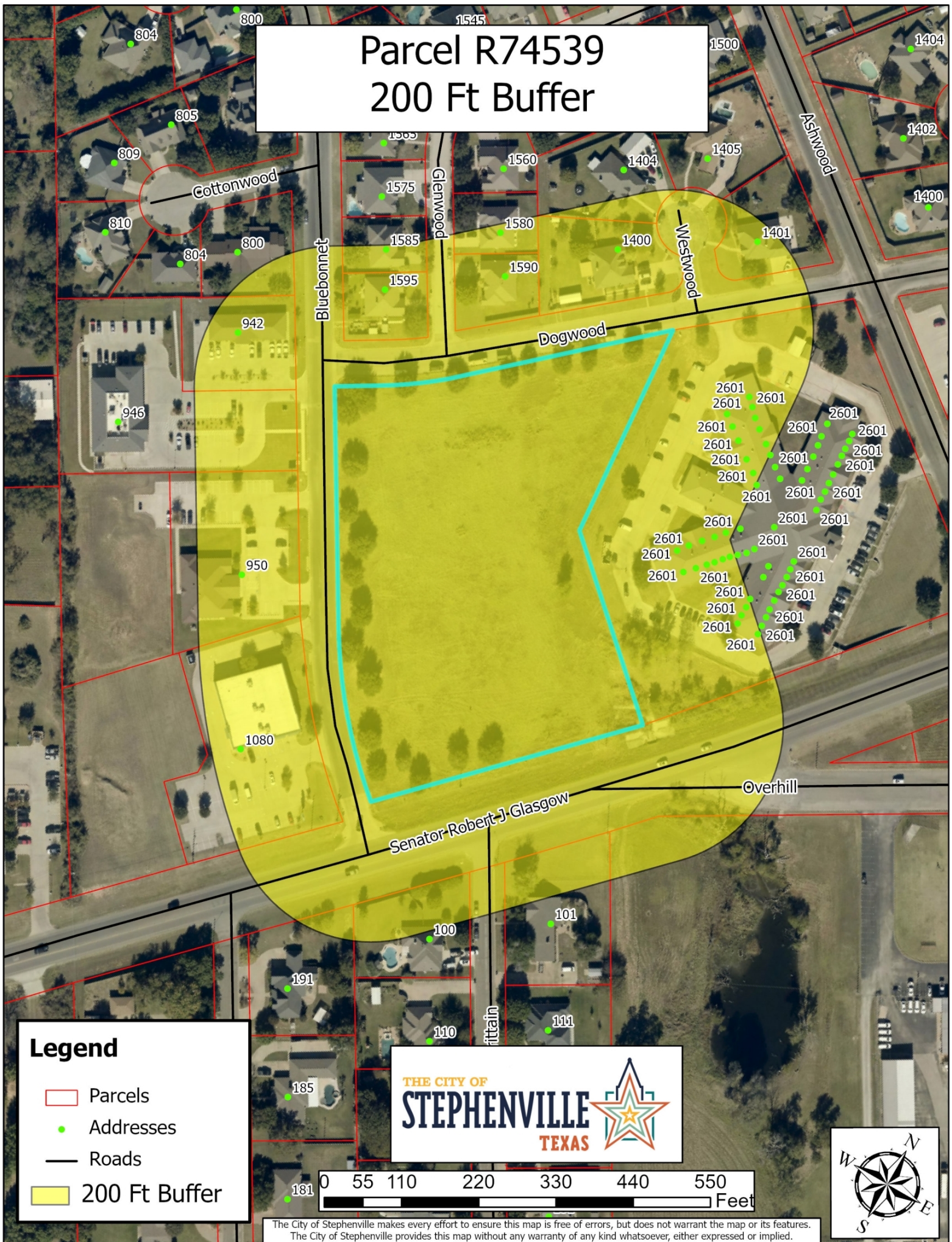
5.8.EParking Regulations. Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11*Parking spaces for vehicles* of this ordinance.

(Ord. No. 2021-O-28, § 1, passed 9-7-2021; Ord. No. 2023-O-03, § 1, passed 1-3-2023; Am. Ord. 2024-O-33, § 1, passed 11-5-2024)

ALTERNATIVES

1. Recommend the City Council approve the Rezone.
2. Approve the Replat with conditions, which shall mean that the Replat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
3. Recommend the City Council deny the rezone. If the rezone is denied, the replat is subsequently denied.

Parcel R74539
200 Ft Buffer



Parcel R74539

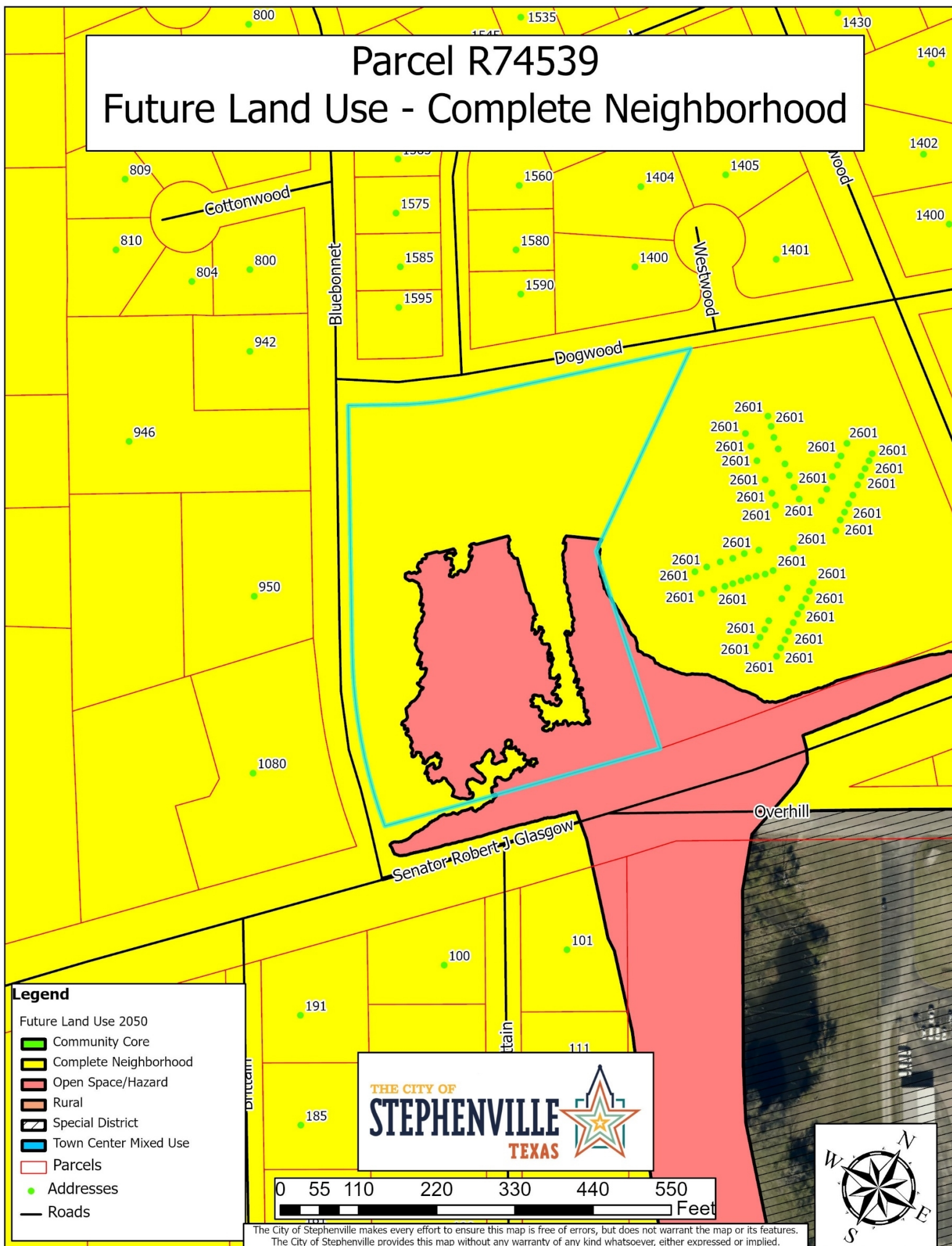
Current Zoning - B2 Retail & Commercial



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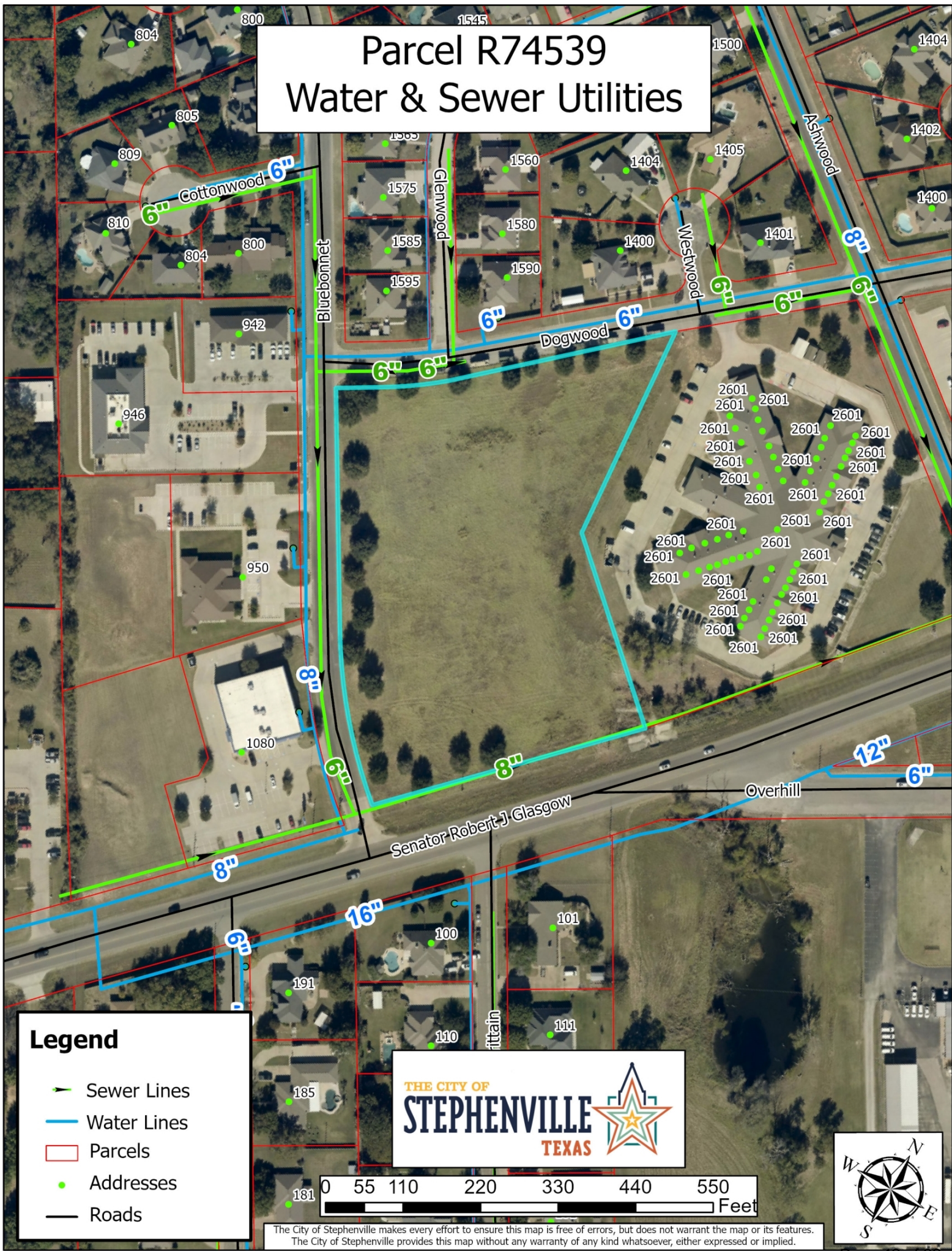
Parcel R74539

Future Land Use - Complete Neighborhood



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Parcel R74539
Water & Sewer Utilities



Parcel R74539

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000062595	1080 BLUEBONNET	ASSOCIATES PROPERTIES INVESTORS	304 EAST CHURCH AVE STE B	KILLEEN	TX	76541
R000055501	191 BRITAIN CIRCLE	BASKETT MAILYN	191 BRITAIN CIRCLE	STEPHENVILLE	TX	76401
R000055502	0 BRITAIN CIRCLE	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000068217	1405 WESTWOOD CT	DURANT WILLIAM BRYAN	1405 WESTWOOD CT	STEPHENVILLE	TX	76401
R000068208	1590 GLENWOOD DR	FRISINA DEDRA L	1590 GLENWOOD	STEPHENVILLE	TX	76401
R000075482	950 BLUEBONNET	HACKLEMAN INVESTMENTS LTD	PO BOX 158	HUNT	TX	78024
R000068216	1404 WESTWOOD CT	HAEDGE STANLEY J & BRENDA N	1265 CR540	HICO	TX	76457-0000
R000076442	942 BLUEBONNET	HIFAM INVESTMENTS IV LLC	PO BOX 908	STEPHENVILLE	TX	76401
R000068218	1401 WESTWOOD CT	LILLY, LLC	3508 LAKESHORE DR	WEATHERFORD	TX	76087
R000071638	800 COTTONWOOD CT	MABRY DALE HOWARD & VICKIE RAJEAN	800 COTTONWOOD CT	STEPHENVILLE	TX	76401
R000068215	1400 WESTWOOD CT	MATAI MAURO C & SARAH A MATAI	1400 WESTWOOD CT	STEPHENVILLE	TX	76401
R000072094	946 BLUEBONNET	NAMY PROPERTIES, LLC	PO BOX 627	COLLEYVILLE	TX	76034
R000068198	1595 GLENWOOD DR	NOLAND DAWN MICHELLE	2431 MIMOSA	STEPHENVILLE	TX	76401
R000055497	100 BRITAIN CIRCLE	PARHAM KELLY D	100 BRITAIN CIR	STEPHENVILLE	TX	76401-1931
R000068199	1585 GLENWOOD DR	STAUDE JULIE BREANNE	1585 GREENWOOD DR	STEPHENVILLE	TX	76401
R000022339	2850 OVERHILL DR	STEPHENVILLE ISD	2655 W OVERHILL DR	STEPHENVILLE	TX	76401-0000
R000062597	2601 SENATOR ROBERT J GLASGOW LOOP	STEPHENVILLE REAL ESTATE INVESTMENTS INC	PO BOX 20197	ATLANTA	GA	30325
R000068209	1580 GLENWOOD DR	STEPP WILLIAM R & KELLY L STEPP	1580 GLENWOOD DR	STEPHENVILLE	TX	76401
R000074539	2601 SENATOR ROBERT J GLASGOW LOOP	STOGSDILL DERRICK AND JAKE HASBROUCK	2749 SUMMIT AVE	STEPHENVILLE	TX	76401
R000022426	101 BRITAIN CIRCLE	YOUNG CLARENCE & LINDA	101 BRITAIN CIRCLE	STEPHENVILLE	TX	76401-0000

CITY OF STEPHENVILLE
PUBLIC WORKS DEPARTMENT
CIVIL REVIEW

Review Date: 07/08/2026

Developer/Engineer: CMP Rentals, LLC / Native Land Surveying (Surveyor)

Description: 8 Lot Subdivision (0.641 Acres)

Address: Dogwood Drive

Development Type: ☐ Commercial ☒ Residential Subdivision ☐ Multi-Family

Replat: Tanglewood Northwest Addition, Lots 1R-8R, Block 10

- 1st Review – Submittal received 06/10/2026. Review completed 07/08/2026.

Public Works has reviewed the Plat submittal for general compliance with City of Stephenville codes, ordinances, and standards. The list of comments provided below is not guaranteed to identify all requirements.

Comments:

1. Extension of a public sewer line along Dogwood Drive is required to serve proposed Lots 1R-5R.
2. A minimum 10'x10' corner clip is required at the intersection of Bluebonnet Street and Dogwood Drive, per ESM III. 2.1 Table III-2.
3. A triangular sight visibility easement is required at the intersection of Bluebonnet Street and Dogwood Drive, per Ord. Sec. 155.6.08.C.

Note: A civil construction plan submittal has not been provided to Public Works for review. Additional requirements, including but not limited to easements and dedications, may be applicable for proposed and/or future development within the platted properties.

Ord. Sec. 155.4 – Plats and Platting Procedures

https://library.municode.com/tx/stephenville/codes/land_use_and_zoning?nodeId=TITXVLAUS_CH155SU_S4PLPLPR

Ord. Sec. 155.6 – Subdivision Design Standards

https://library.municode.com/tx/stephenville/codes/land_use_and_zoning?nodeId=TITXVLAUS_CH155SU_S6SUDEST

Engineering Standards Manual (ESM)

<https://www.stephenvilletx.gov/437/Engineering>

TABLE III-2
INTERSECTION DESIGN STANDARDS
(All dimensions are minimums)

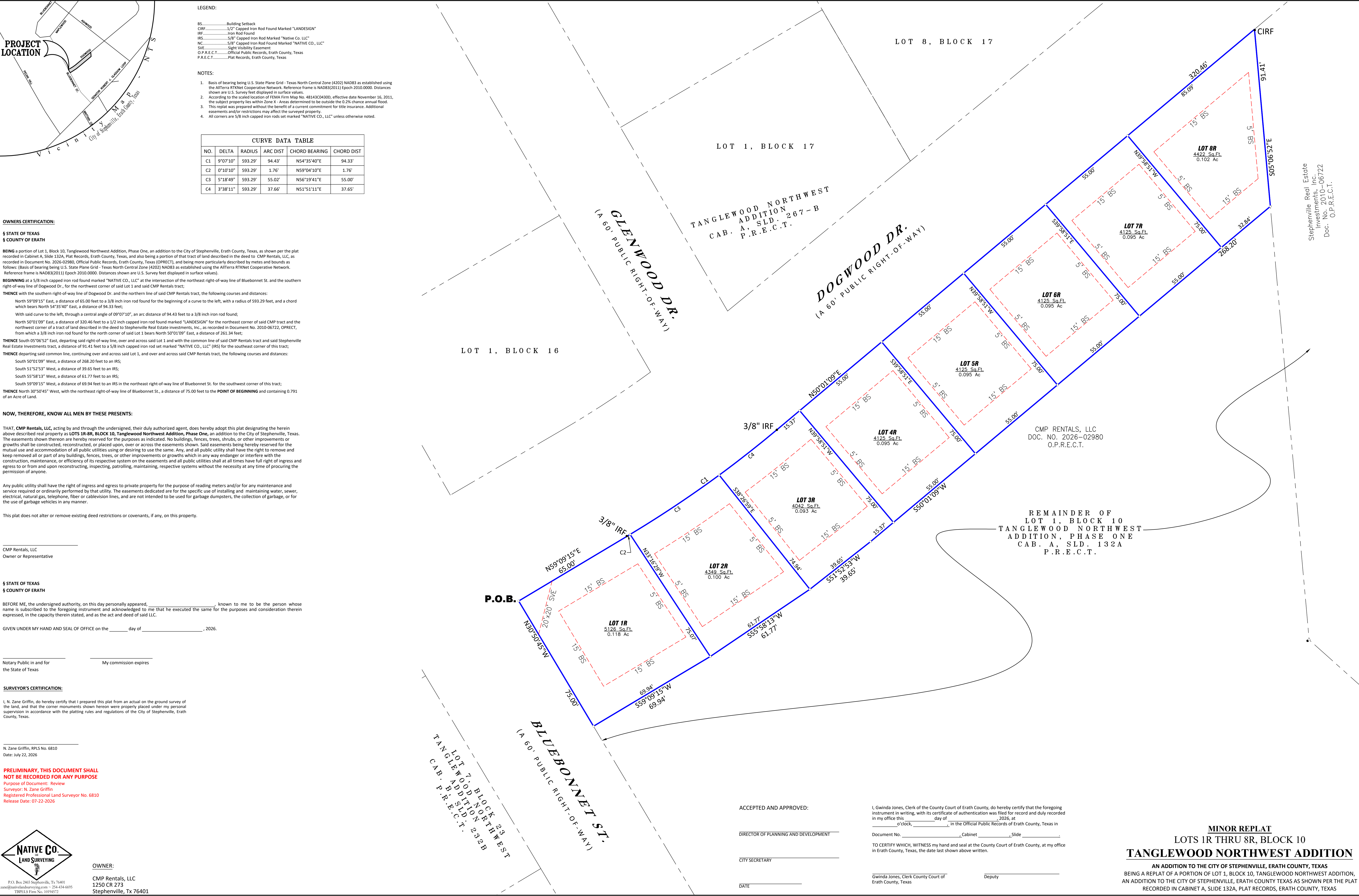
	A ₁ *	A ₁ +	A ₁ #	A ₂ *	A ₃	B	C	D	E	F	R ₁	R ₂	Corner Clip
P4D-U & P6D-U	275'	150'	100'	150'	150'	150'	10'	330'	600'	60'	50'	50'	25 X 25
M4D-U	200'	150'	100'	150'	150'	150'	10'	330'	600'	60'	50'	50'	25 X 25
M3U-R	200'	150'	100'	150'	150'	150'	N/A	330'	N/A	N/A	40'	40'	20 X 20
C2U-U & C2U-R	100'	150'	100'	100'	150'	150'	N/A	270'	N/A	N/A	30'	30'	15 X 15
L2U-U & L2U-R	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	30'	30'	10 X 10
	A ₁ *	A ₁ +	A ₁ #	A ₂ *	A ₃	B	C	D	E	F	R ₁	R ₂	Corner Clip

Ord. Sec. 155.6.08. – Easements and dedications.

C. Triangular Sight Visibility Easements.

1. Triangular sight visibility easements shall be required as follows for properties whose zoning falls within one of the following categories:
 - a. Residential zoning districts (including all single family, multi-family, mobile/modular home zoning districts and planned development districts having a single family, multi-family or mobile/modular home use designation):
 - i. 20' x 20' sight visibility easements on corner lots at the intersection of two streets.
 - b. Nonresidential zoning districts (including all commercial, industrial and utility districts and planned development districts having a commercial, industrial or utility use designation):
 - i. 45' x 45' sight visibility easement on corner lots at the intersection of two streets.
2. The following full statement of restrictions shall be placed in the dedication instrument or on the face of the Plat:

Sight Visibility Restriction: No structure, object, or plant of any type may obstruct vision from a height of twenty-four (24) inches to a height of ten (10) feet above the top of the curb, including, but not limited to buildings, fences, walks, signs, trees, shrubs, cars, trucks, etc., in the sight visibility easement as shown on the Plat. These sight visibility easements will remain in effect until vacated by ordinance adopted by the City Council and the property replatted.



ORDINANCE NO. 2026-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED RETAIL AND COMMERCIAL (B-2) TO INTEGRATED HOUSING (R-2.5)

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:

Portion of Property Located at 2601 NW Loop (Senator Robert J. Glasgow Loop), Parcel R74539, being approximately 5.15 acres of the S6660 Tanglewood Northwest Addition, BLK. 10, LOT 1 of the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Retail and Commercial (B-2) to Integrated Housing (R-2.5), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 4th day of August 2026.

Lonn Reisman, Mayor

ATTEST:

Irma Parker, Interim City Secretary

Reviewed by Jason King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

COMMITTEE REPORT



REPORT TYPE: Nominations Committee Report

MEETING: July 21, 2026

Present: Nick Robinson, Ricky Thurman, Alan Nix

Absent: Maddie Smith

DEPARTMENT: Administration

STAFF CONTACT: Sarah Lockenour, City Secretary

CONSIDER RECOMMENDATION OF CITIZEN BOARD AND COMMISSION NOMINATIONS

DISCUSSION: The committee met on July 21, 2026, to consider recommendation of Citizen Board and Commission Nominations with the discussion led by committee chair Nick Robinson.

The following were discussed:

Airport Advisory Board:

Committee considered three applicants for Place 2 of the Airport Advisory Board:

David Gray

Paul Dickinson

York Gill

COMMITTEE ACTION:

MOTION by Ricky Thurman, second by Alan Nix, to recommend to Council Paul Dickinson to Place 2 of the Airport Advisory Board. MOTION CARRIED unanimously.

Stephenville Type B Economic Development Authority

Committee considered one applicant for Place 6 of the Stephenville Type B Economic Development Authority:

David Baskett

Carla Trussell

Amauri Martinez

Thomas Harrison

COMMITTEE ACTION:

MOTION by Ricky Thurman, second by Alan Nix, to recommend to Council Amauri Martinez to Place 6 of the Stephenville Type B Economic Development Authority. MOTION CARRIED unanimously.

MOTION by Ricky Thurman, second by Alan Nix, to recommend to Council David Baskett to Place 7 of the Stephenville Type B Economic Development Authority. MOTION CARRIED unanimously.

City Secretary will invite Amari Martinez and David Baskett to the August 4 City Council meeting to be interviewed

Tourism and Visitors Bureau Advisory Board

Committee considered one applicant for Place 7 (Hotel) of the Tourism and Visitors Bureau Advisory Board:

Joe Sanchez

COMMITTEE ACTION:

MOTION by Alan Nix, second by Ricky Thurman, to recommend to Council Joe Sanchez to Place 7 (Hotel) the Tourism and Visitors Bureau Advisory Board. MOTION CARRIED unanimously.

City Secretary will invite Joe Sanchez to the August 4 City Council meeting to be interviewed.

Print

Application for Citizen Boards & Commissions - Submission #1586

Date Submitted: 5/29/2026

First Name*

David

Last Name*

Gray

Home Address*

[REDACTED]

City*

Stephenville

State*

Texas

Zip Code*

76401

Mailing Address

[REDACTED]

COUNTY

City

Stephenville

State

TX

Zip Code

76401

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

Retired

Are you currently serving on a board or commission?*

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

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

Airport Advisory Board

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

-- Select One --

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

-- Select One --

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of every other month,
12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month,
quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or
Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each
month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday
of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month,
4:00 PM

**Building Board, Electrical Board, Mechanical Board,
Plumbing Board** - as needed basis

** these meeting schedules are tentative to change based on
need**

Availability*

Appointment to a Board or Commission will require your
consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you
are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☐ Yes
☒ No

Are you registered to vote in Stephenville?*

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

- ☐ Yes
☒ No

Are you a property owner within the community?*

- ☐ Yes
☒ No

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

- ☐ Yes
☒ No

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

General Public - Defined as those persons having no economic interest other than a normal consumer



Reason for Applying*

Interest in flying and community service

Educational Background*

BS from Tarleton

Occupational Background*

32 Years in banking

Relevant Experience*

Served on Cleburne ISD for 12 years
Served on Johnson County Appraisal District
Served on Johnson County Industrial Foundation-10 Years
Served on Cleburne Chamber Board

Community Involvement*

See above

Submit Application*

David Stanley Gray

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

Date

5/29/2026

Print

Application for Citizen Boards & Commissions - Submission #983

Date Submitted: 11/19/2025

First Name*

Paul

Last Name*

Dickinson

Home Address*

[REDACTED]

City*

Stephenville

State*

tx

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

Texas

Zip Code

76401-7369

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

Retired

Are you currently serving on a board or commission?*

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

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

Airport Advisory Board

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

-- Select One --

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

-- Select One --

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of every other month,
12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month,
quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or
Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each
month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday
of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month,
4:00 PM

**Building Board, Electrical Board, Mechanical Board,
Plumbing Board** - as needed basis

** these meeting schedules are tentative to change based on
need**

Availability*

Appointment to a Board or Commission will require your
consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you
are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

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

- ☒ Yes
☐ No

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

Small Business - Corporations, partnerships, sole proprietorships, or other legal entities; independently-owned; fewer th **▼**

Reason for Applying*

As a pilot and aircraft owner I'm interested in seeing Stephenville keep, maintain and improve its aviation infrastructure for the benefit of all of Stephenville

Educational Background*

FWISD High School Graduate
3 years college at Texas Wesleyan University and Tarleton State University
North Texas Precision Machining Institute

Occupational Background*

Aircraft Mechanic for Lockheed Martin for 38 years
Director of Aero Placards Inc manufacturing and marketing aircraft accessories

Relevant Experience*

Private Pilot
Aircraft Owner
Aircraft Mechanic
Aircraft Parts Manufacturer

Community Involvement*

31 year resident of Stephenville
Long time member and multi-year past officer of Stephenville Evening Lions Club
Long time member and multi-year past officer of Erath County Antique Tractor Club

Submit Application*

Paul Dickinson

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

Date

11/19/2025

Print

Application for Citizen Boards & Commissions - Submission #1155

Date Submitted: 1/15/2026

First Name*

York

Last Name*

Gill

Home Address*

[REDACTED]

City*

stephenville

State*

TX

Zip Code*

76401

Mailing Address

[REDACTED]

City

City

State

State

Zip Code

Zip Code

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

self

Are you currently serving on a board or commission?*

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

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

Airport Advisory Board

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

Airport Advisory Board

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

Airport Advisory Board

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of every other month, 12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month, quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month, 4:00 PM

Building Board, Electrical Board, Mechanical Board, Plumbing Board - as needed basis

** these meeting schedules are tentative to change based on need**

Availability*

Appointment to a Board or Commission will require your consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you are applying for?

- ☒ Yes! no problem.
- ☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

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

- ☒ Yes
☐ No

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

Small Business - Corporations, partnerships, sole proprietorships, or other legal entities; independently-owned; fewer than 50 employees

Reason for Applying*

I want to help ensure the airport remains financially sound, safe, and positioned for future growth. Serving on the board allows me to contribute to strategic planning, infrastructure decisions, and responsible use of public resources. I am an active hanger tenant at the Stephenville airport.

Educational Background*

BA in business from Tarleton State University

Occupational Background*

Real Estate Broker/developer

Relevant Experience*

As an active pilot and aircraft owner/operator, I bring firsthand knowledge of airport operations, safety considerations, and user needs. This perspective helps bridge the gap between airport management and the aviation community.

Community Involvement*

As a local small real estate business owner we support the Tarleton Rodeo and other Erath county equine events.

Submit Application*

York Gill

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

Date

1/15/2026

Print

Application for Citizen Boards & Commissions - Submission #1533

Date Submitted: 5/15/2026

First Name*

David

Last Name*

Baskett

Home Address*

[REDACTED]

City*

Stephenville

State*

TX

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

TX

Zip Code

76401

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

Baskett Mortgage

Are you currently serving on a board or commission?*

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

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

Stephenville Type B Economic Development Authority Board of Directors ▼

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

-- Select One -- ▼

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

-- Select One -- ▼

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of every other month,
12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month,
quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or
Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each
month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday
of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month,
4:00 PM

**Building Board, Electrical Board, Mechanical Board,
Plumbing Board** - as needed basis

** these meeting schedules are tentative to change based on
need**

Availability*

Appointment to a Board or Commission will require your
consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you
are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

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

- ☒ Yes
☐ No

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

Small Business - Corporations, partnerships, sole proprietorships, or other legal entities; independently-owned; fewer than

Reason for Applying*

After several years on council I would like to stay involved in SEDA

Educational Background*

Lipan and Tarleton

Occupational Background*

Own Baskett Mortgage, Cruising Care, and Bussin Rides

Relevant Experience*

Served on council for four years and BOA for four years

Community Involvement*

Served on council for four years and BOA for four years

Submit Application*

David D Baskett

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

Date

5/15/2026

Print

Application for Citizen Boards & Commissions - Submission #1803

Date Submitted: 7/21/2026

First Name*

Carla

Last Name*

Trussell

Home Address*

[REDACTED]

City*

Stephenville

State*

TX

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

Tx

Zip Code

76402

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]@yahoo.com

Employment Status*

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

Employer*

Not employed

Are you currently serving on a board or commission?*

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

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

Stephenville Type B Economic Development Authority Board of Directors ▼

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

-- Select One -- ▼

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

-- Select One -- ▼

Typical meetings are schedule as follows:

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Library Advisory Board - 3rd Wednesday of the month, quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month, 4:00 PM

Building Board, Electrical Board, Mechanical Board, Plumbing Board - as needed basis

** these meeting schedules are tentative to change based on need**

Availability*

Appointment to a Board or Commission will require your consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

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

- ☐ Yes
☒ No

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

General Public - Defined as those persons having no economic interest other than a normal consumer



Reason for Applying*

I am extremely interested in Stephenville's growth and economic development.

I am interested in seeing collaboration between the city and Tarleton and the county in promoting and developing Stephenville.

I think I bring a passion and enthusiasm to the board.

Educational Background*

Bachelors and masters from Tarleton

Occupational Background*

40 years as a public school teacher and dept. Chair

Relevant Experience*

2 terms on Stephenville City Council

Served on Library Board and Main Street Board

Served on Stephenville Historical House Museum Board

Served on Stephenville Stadium Committee

Past President of Erath County Genealogical Society

Past President of Cross Timbers Republican Women

Community Involvement*

Experience working with Main Street, the Historical Museum, elected officials, tourism, and community organizations to bring people together around a shared vision.

Submit Application*

Trussell Carla

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

Date

7/21/2026

Form Center

By [signing in or creating an account](#), some fields will auto-populate with your information.

Application for Citizen Boards & Commissions

[Sign in to Save Progress](#)

* indicates a required field

First Name*

Amarri

Last Name*

Martinez

Home Address*

[Redacted]

City*

City Stephenville

State*

State Texas

Zip Code*

Zip Code 76401

Mailing Address

[Redacted]

City

City Stephenville

State

State TX

Zip Code

Zip Code 76401

Primary Phone Number*

Phone Number [Redacted]

Alternate Phone Number

Fax Number NA

Email Address*

Email Address [Redacted]

Employment Status*

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

Employer*

Technic Inc

Are you currently serving on a board or commission?*

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

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

-- Select One -- SEDA

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

-- Select One --

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

-- Select One --

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of the month, quarterly
(January, April, July, October) 12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month,
quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or
Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each
month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday of
each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month,
4:00 PM

**Building Board, Electrical Board, Mechanical Board,
Plumbing Board** - as needed basis

** these meeting schedules are tentative to change based on
need**

Availability*

Appointment to a Board or Commission will require your
consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you are
applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☒ Yes
☐ No

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

- ☒ Yes
☐ No

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

-- Select One -- Industry , Small Business ✓

Reason for Applying*

I have served SEDA as a technology resource and mentor, helping the organization grow & encouraging advancement for continued strength in the present market.

Educational Background*

Tarleton State Graduate

Occupational Background*

Technip FMC - full time Employee

Relevant Experience*

1. Large Industry Employee ✓
2. S.I.S.D. technology & communication
3. Small Business owner ✓

Community Involvement*

Service to the community through multiple
organizations and volunteerism

Submit Application*

Please type your full name here: Amador Martinez

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

Date

07/21/2026

☒ Receive an email copy of this form.

Email address

amadori@bamedicteeh.com

This field is not part of the form submission.

Submit

Print

Application for Citizen Boards & Commissions - Submission #1804

Date Submitted: 7/21/2026

First Name*

Thomas

Last Name*

Harrison

Home Address*

[REDACTED]

City*

Stephenville

State*

Texas

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

Texas

Zip Code

76401

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

self/AO Easley Trucks

Are you currently serving on a board or commission?*

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

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

Stephenville Type B Economic Development Authority Board of Directors ▼

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

-- Select One -- ▼

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

-- Select One -- ▼

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of the month, quarterly (January, April, July, October) 12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month, quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month, 4:00 PM

Building Board, Electrical Board, Mechanical Board, Plumbing Board - as needed basis

** these meeting schedules are tentative to change based on need**

Availability*

Appointment to a Board or Commission will require your consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☐ Yes
☒ No

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

- ☒ Yes
☐ No

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

Small Business - Corporations, partnerships, sole proprietorships, or other legal entities; independently-owned; fewer than

Reason for Applying*

My love for this community compels me to assist in the growth and economic development of the city so that it continues to thrive and be a place I am able to remain in to raise my family one day. I plan to make a difference in the community by helping to continue with the growth of businesses. I also feel that my young age could bring a fresh perspective to SEDA. It is rare that people my age want to be this involved in their community.

Educational Background*

I attended Stephenville High School, graduating with honors in the top 10% of my class. I then attended Nelson University to studying Business Administration, where I made the Dean's list both semesters. I plan to transfer to Tarleton State University here locally to finish out my degree plan.

Occupational Background*

Throughout the years, I have been closely involved in helping my family with our business A.O. Easley Trucks which has been in operation for 98 years. From a young age, I've experienced the intricate details and ongoing that it takes to run a successful business. Additionally, I have founded several of my own business one being an apparel company and another a small-scale landscaping operation.

Relevant Experience*

Firstly, as previously mentioned from childhood I have seen what running a business takes and what goes on under the surface. Next, I have not only observed and helped with such things, but I have gone through what it is like to run a business firsthand and what it takes logistically. Not only do I have business experience, but I also have political experience. From a young age I have been interested in politics and enjoyed studying it. I've been able to influence significant events in local politics due to my involvement in local campaigns. Furthermore, I have learned so much about small scale politics and governance from my father who sat on the council for some time. All of this has led me to want to run for office one day myself.

Community Involvement*

I can't even count how many hours I have volunteered at community functions. I have helped throughout the years with By Gone Days, Camp Pioneer and other events at the Museum, Sundown the Square, and small Parks and Rec events. Lastly, I have helped with many local political campaigns from council to mayor, and even a State representatives' campaign.

Submit Application*

Thomas Robert Harrison

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

Date

7/21/2026

Print

Application for Citizen Boards & Commissions - Submission #1477

Date Submitted: 4/28/2026

First Name*

Joe

Last Name*

Sanchez

Home Address*

[REDACTED]

City*

Stephenville

State*

Texas

Zip Code*

76401

Mailing Address

[REDACTED]

City

Stephenville

State

Texas

Zip Code

76401

Primary Phone Number*

[REDACTED]

Alternate Phone Number

Fax Number

Email Address*

[REDACTED]

Employment Status*

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

Employer*

La Quinta Inn & Suites - Stephenville, TX

Are you currently serving on a board or commission?*

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

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

Tourism and Visitors Bureau Advisory Board

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

-- Select One --

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

-- Select One --

Typical meetings are schedule as follows:

Airport Advisory Board - last Friday of every other month,
12:00 PM

Board of Adjustment - 2nd Thursday of each month, 4:00 PM

Library Advisory Board - 3rd Wednesday of the month,
quarterly (January, April, October, July), 5:00 PM

Parks and Leisure Services Advisory Board - Tuesday or
Thursday, quarterly, 4:30 PM

Planning and Zoning Commission - 3rd Wednesday of each
month, 5:30 PM

Tourism and Visitors Bureau Advisory Board - 4th Monday
of each month, 4:30 PM

Western Heritage Advisory Board - 3rd Month of each month,
4:00 PM

**Building Board, Electrical Board, Mechanical Board,
Plumbing Board** - as needed basis

** these meeting schedules are tentative to change based on
need**

Availability*

Appointment to a Board or Commission will require your
consistent attendance at regularly scheduled meetings.

Are you available to attend the meetings for the board you
are applying for?

- ☒ Yes! no problem.
☐ No, I am not available during the listed time time.

Have you ever attended a Board or Council meeting?*

- ☒ Yes
☐ No

Are you registered to vote in Stephenville?*

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

- ☒ Yes
☐ No

Are you a property owner within the community?*

- ☐ Yes
☒ No

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

- ☒ Yes
☐ No

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

Industry:-Large for-profit entities, including corporations, partnerships, and sole proprietorships, engaged in producing goods

Reason for Applying*

The reason for my application to serve on the Tourism and Visitor Bureau Advisory board, is just that. I seek to gain the opportunity to serve our community by contributing to the round table approach presented at the Tourism and Advisory board meetings each month. To have the opportunity to work alongside like-minded business operators in the growing city of Stephenville - to promote what we are all about while simultaneously growing our city's "fan base" if you will.

Educational Background*

McMurry University - B.A 2017 - Sociology with a focus in Marketing and Business Management
Wyndham GM Certification - attained Oct. 2025

Occupational Background*

Currently, I am the acting GM of La Quinta Inn here in Stephenville, TX. My occupational background entails an extensive history of Sales and Marketing and team management. At the age of 21, I was the leasing manager + top leasing agent for an apartment community corporation known as JLB Partners in the DFW Area. I maintained this position for 2 years, before going back to school to finish my undergraduate degree. Upon completion, I soon worked with 360 Ag Management as an HR representative of various sites and helped pilot a cultural study to study employee retainment - seeking to make improvements by studying the data. Along with this role, I also piloted a higher education exposure program, which saw success. This same program is now being implemented for the children of the employees of La Quinta Stephenville.

My role as the General Manager here at La Quinta, Stephenville for the past 3 years presents me the opportunity to apply my skillset effectively day to day. Handling not only my GM Duties, but also the role of sales and marketing + the director of our higher education/career readiness program.

Relevant Experience*

With prior HR experience, I understand what a round table approach is all about. Coupled with the mentality of Sales and Marketing, I am equipped to present and effectively communicate insight(s) which is just what the role calls for. Growing up in the area adds an even deeper understanding of where Stephenville was, where it is now and where it can go.

Community Involvement*

Tarleton State University - rate agreement with the Athletic Department to support direct affiliations through the department for recruits, employees or employment candidates to limit financial stress.

Stephenville Optimists Club - est Jan 2025

Cross Timbers Fine Arts Council - Corporate Member/Support + Free art gallery space provided for resident artists to present here at the hotel (meeting room)

Cross Timbers Family Services - we also hold a rate agreement with Cross Timbers Family Services to support those seeking assistance who seek lodging assistance by limiting financial stress.

Submit Application*

Joe Michael Sanchez

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

Date

4/28/2026



COMMITTEE REPORT

REPORT TYPE: Tourism and Visitors Bureau Committee Report

MEETING: July 21, 2026

Present: LeAnn Durfey, Gerald Cook, Mark McClinton, Dean Parr

Absent: None

DEPARTMENT: Main Street

STAFF CONTACT: Ashley Thomas

Review and Discussion of Stephenville Historic Main Street Reimbursement Grant:

Main Street Manager Ashley Thomas presented the Stephenville Historic Main Street Reimbursement Grant Application.

MOTION by Gerald Cook, second by Dean Parr, to recommend to full council the approval of the Stephenville Historic Main Street Reimbursement Grant Application. MOTION CARRIED. This will be presented to full Council at the August 4, 2026 City Council meeting.

Presentation of Main Street Updates:

Main Street board members Rita Cook and Carla Trussell presented Main Street Advisory Board updates related to use of HOT Funds.

No Action was taken at this time.



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, July 7, 2026, 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 - City Council Place 8 Alan Nix
City Council Place 1 LeAnn Durfey
City Council Place 2 Gerald Cook
City Council Place 3 Mark McClinton
City Council Place 4 Dean Parr
City Council Place 5 Maddie Smith
City Council Place 6 Ricky Thurman
City Council Place 7 Nick Robinson

Council Absent:

City Council Mayor Lonn Reisman

Others Attending:

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

Mayor Pro Tem Alan Nix called the Regular Meeting to order at 05:30 PM.

PLEDGES OF ALLEGIANCE

Mayor Pro Tem Nix shared a few remarks regarding the 250th celebration of the United States.

Council Member LeAnn Durfey led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Pastor Ed Dittfurth of Cornerstone Church voiced the invocation.

CITIZENS GENERAL DISCUSSION

No one addressed the Council at this time.

REGULAR AGENDA

1. Consider Approval of ASO Truck Upfitting for Stephenville Police Department

Stephenville Police Chief Dan Harris presented the item to Council.

The Stephenville Police Department has identified the need for a specialized ASO Chassis Mounted Animal Safety Box to replace and enhance its current animal transport capabilities. Due to the custom nature of this equipment, only a limited number of manufacturers nationwide produce this type of unit.

Department personnel researched multiple manufacturers across the United States and obtained quotations from vendors capable of producing equipment meeting the City's operational requirements. The evaluation considered cost, production schedule, product quality, and vendor reliability.

Vendor		Location	Cost	Estimated Completion	
Hartstra Manufacturing		Waco, Texas	\$47,350.00	4-5 Months	
Custom Coaches	Fiberglass	Lake City, Iowa	\$29,335.00	16-17 Months	
Deerskin Manufacturing		Springtown, Texas	\$38,560.00*	Approximately 24 Months	

*The Deerskin Manufacturing pricing is based on a 2024 quotation. An updated 2026 quote has been requested but has not been received. Additionally, the department has experienced difficulty obtaining information from this vendor and has concerns regarding future customer support and repair services.

Staff recommend the purchase of an ASO Chassis Mounted Animal Safety Box from Hartstra Manufacturing in the amount of \$47,350.00. Staff recommends approval of the purchase of the ASO Chassis Mounted Animal Safety Box from Hartstra Manufacturing in the amount of \$47,350.00. Although the proposal is not the lowest cost, it represents the best value to the City due to its significantly shorter production schedule, durable all-aluminum construction, lower anticipated lifecycle maintenance costs, and ability to place the equipment into service approximately one year earlier than competing proposals.

The expenditure amount of \$47,350 falls within the budget savings this year for outfitting the PPV Tahoe's and requires no additional funding.

Another of the provided bids could be accepted which provide for less access to a local manufacturer for future repairs and a longer delivery time by more than 12 months.

MOTION by Maddie Smith, second by Dean Parr, to approve the ASO Truck Uplifting for the Stephenville Police Department as presented. MOTION CARRIED unanimously.

2. **Consider Approval of Expenditure for 2025-2026 Patrol Unit Build Outs for Stephenville Police Department**

Stephenville Police Chief Dan Harris presented the item to Council.

For the last several years, the city has used Dana Safety Supply to build out patrol units. This year they have submitted quotes to build out 3 patrol PPV Tahoes. They are quoted using Buyboard #798-26 and do not require a bidding process.

Staff recommend the approval of an expenditure for 2025/2026 Patrol Unit Build Outs in the amount of \$33,956.63, which is below the budgeted amount.

MOTION by Mark McClinton, second by Maddie Smith, to approve the expenditure for 2025-2026 Patrol Unit Build Outs as presented. MOTION CARRIED unanimously.

3. **Consider Approval of Use of HOT Funds for Stephenville Museum Historical Preservation Project**

City Manager Jason King presented this item to Council.

Belle Dowell, on behalf of the Museum, addressed Council regarding the preservation project.

MOTION by LeAnn Durfey, second by Nick Robinson, to approve the use of HOT Funds in the amount of \$23,470.00 for the pew restoration at the Stephenville Museum. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

4. **Application No.: RZ 2026-9804**
Applicant Debbie Carpenter is Requesting Approval of a Rezone of Property Located at 1115 Alexander Rd., Parcel R17611, of the John B Dupuy abstract of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to Neighborhood Business (B-2)

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

Mr. and Mrs. Carpenter are requesting the rezone to allow for a personal services business in the existing home. This property was, at one time, operated as a beauty shop, but most recently occupied as a single-family residence. The Carpenters have additional information to share relating to the business. Under the Stephenville 2050 Comprehensive Plan, Future Land Use is designated as Complete Neighborhood which allows for "local retail and service businesses located on active corridors..."

To Planning and Zoning Commission convened on June 17, 2026, and by a unanimous vote of 5-0, recommended the City Council approved the rezone request. Under the Stephenville 2050 Comprehensive Plan, Future Land Use is designated as Complete

Neighborhood which allows for “local retail and service businesses located on active corridors...”

5. **Public Hearing**
RZ 2026-9804

Mayor Pro Tem Nix entered into a Public Hearing at 5:47 PM.

Kaja Simpson, 1202 Mockingbird Street, and business owner, addressed the Council in favor of the rezone.

No one addressed the Council in opposition of the rezone.

Mayor Pro Tem Nix closed the Public Hearing at 5:50 PM.

6. **Consider Approval of Ordinance Rezoning Property Located at 1115 Alexander Rd., Parcel R17611, of the John B Dupuy abstract of the City of Stephenville, Erath County, Texas from Single Family Residential (R-1) to Neighborhood Business (B-1)**

MOTION by Mark McClinton, second by Gerald Cook, to approve Ordinance No. 2026-O-16 rezoning the property located at 1115 Alexander Rd., as presented. MOTION CARRIED unanimously.

FINANCIAL REPORTS

7. **Monthly Budget Report for the Period Ending May 31, 2026**

Assistant Director of Finance Rebecca Pingleton presented the monthly budget report as follows:

In reviewing the financial statements ending May 31, 2026, the financial indicators are overall as or better than anticipated.

Property Tax Collections: We received \$143k in property taxes in the month of May, resulting in a \$649k increase in the funds collected last fiscal year to date. The amount collected is a little over 100% of the \$8.3 million budget, which is \$162k more than anticipated.

Sales and Use Tax: We received \$945k in sales tax in May, resulting in \$597k or 9% more than the funds collected last fiscal year to date. The amount collected is 75% of the \$9.6 million budget, which is \$709k more than anticipated.

Revenue (by fund): Of the \$42 million revenue received to date, 47% was received in the General Fund, 29% was received in the Water/Wastewater Fund, 8% was received in the Capital Projects Fund, 6% was received in the Landfill Fund, 3% was received in the Airport Fund, 2% was received in the Storm Water Drainage Fund, 2%, was received in the HOT Fund and 2% was received in the TIF Fund. The remaining funds received 1% or less.

Revenue (budget vs. actual): We received 79% of the total budgeted revenue through May, which is \$1.6 million more than anticipated due to taxes and charges for services.

Revenue (prior year comparison): We received \$8.3 million more revenue through May than last fiscal year to date due to taxes, debt proceeds, and interfund transfers.

Expenditures (by fund): Of the \$34 million spent to date, 54% was expended in the General Fund, 30% was expended in the Water/Wastewater Fund, 6% was expended in the Landfill Fund, 3% was expended in the Debt Service Fund, 3% was expended in the Stormwater Drainage Fund, and 2% was expended in the HOT Fund. The remaining funds spent 1% or less of the total expenditures.

Expenditures (budget vs. actual): We have expended 50% of the total budgeted expenditures through May, which is \$15 million less than anticipated due to personnel, contractual, capital outlay, debt service, and interfund transfers.

Expenditures (prior year comparison): We spent \$3 million more in expenditures through May than last fiscal year to date due to personnel, operating, and transfers related to capital outlay.

SEDA Revenue Comparison: SEDA has received 74% of budgeted revenue through May, which is \$43k more than last fiscal year to date due to taxes and \$47k more than anticipated due to taxes and interest.

SEDA Expenditure Comparison: SEDA has spent an overall 60% of budgeted expenditures through May, which is \$2k more than last fiscal year to date due to contractual and capital outlay and \$56k less than anticipated due to personnel and grant disbursements.

CONSENT AGENDA

MOTION by Mark McClinton, second by LeAnn Durfey, to approve Consent Agenda as presented.
MOTION CARRIED unanimously.

8. **Consider Approval of Minutes from June 2, 2026 - Regular Meeting**
9. **Consider Approval of Minutes from June 4, 2026 - Budget Work Session**
10. **Consider Approval of Minutes from June 25, 2026 - Special Meeting**
11. **Consider Approval of the Annual Managed Service Agreement with L3 Harris**
12. **Consider Approval of Disposal of Unleaded Fuel Dispenser**
13. **Consider Approval of Award of ITB #3354 – Main Street District Holiday Decorations to Majestic Christmas Company**

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

Mayor Pro Tem Nix recessed the Regular City Council Meeting at 6:02 PM and entered into Executive Session at 6:07 PM.

Mayor Pro Tem Nix adjourned the Executive Session at 6:40 PM and reconvened the Regular City Council meeting at 6:42 PM.

14. **Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or**

employee, to wit: Interim City Secretary

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

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

MOTION by Mark McClinton, second by Maddie Smith, to authorize the City Manager to execute a contract with SGR as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

Mayor Pro Tem Alan Nix adjourned the meeting at 06:43 PM.

Lonn Reisman, Mayor

ATTEST:

Irma Parker, Interim City Secretary



CALL TO ORDER

The City Council of the City of Stephenville, Texas, convened on Tuesday, July 21, 2026, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Special 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:

City Council Mayor Lonn Reisman
City Council Place 1 LeAnn Durfey
City Council Place 2 Gerald Cook
City Council Place 3 Mark McClinton
City Council Place 4 Dean Parr
City Council Place 6 Ricky Thurman
City Council Place 7 Nick Robinson
City Council Place 8 Alan Nix

Council Absent:

City Council Place 5 Maddie Smith

Others Attending:

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

Mayor Lonn Reisman called the Special Meeting to order at 06:08 PM.

EXECUTIVE SESSION

Mayor Lonn Reisman recessed the Regular City Council Meeting at 6:09 PM and entered into Executive Session at 6:14 PM.

Mayor Lonn Reisman adjourned the Executive Session at 6:58 PM and reconvened the Regular City Council meeting at 7:00 PM.

1. **Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in S4000**

Groesbeck & McClelland Addition and S5400 Park Place Addition

2. **Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in S4000 Groesbeck & McClelland Addition**
3. **Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in S4000 Groesbeck & McClelland Addition and S5400 Park Place Addition**
4. **Section 551.087 Deliberation Regarding Economic Development Negotiations - Project PL**

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

Mayor Lonn Reisman adjourned the meeting at 07:00 PM.

Lonon Reisman, Mayor

ATTEST:

Irma Parker, Interim City Secretary

