



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, November 03, 2020 at 5:30 PM

AGENDA

CALL TO ORDER

REGULAR AGENDA

1. Citizens' General Discussion
2. Final Reading of an Ordinance Granting to Atmos Energy Corporation a Franchise to Construct, Maintain, and Operate Pipelines and Equipment in the City of Stephenville, Texas for the Transportation, Delivery, Sale, and Distribution of Gas In, Out Of, and Through Said City for all Purposes
3. Consider Approval of an Ordinance Granting to Atmos Energy Corporation a Franchise to Construct, Maintain, and Operate Pipelines and Equipment in the City of Stephenville, Texas for the Transportation, Delivery, Sale, and Distribution of Gas In, Out Of, and Through Said City for all Purposes

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

4. PUBLIC

Case No.: RZ2020-010

Applicant John Drennan is requesting a rezone of property located at 830 Alexander Rd., Lot 22, Block 35, and 0 Alexander Rd., Lot 38, Block 35, of the South Side Addition, to the City of Stephenville, Erath County, Texas, from (R-1) Single Family and (R-3) Multiple Family to (B-2) Retail and Commercial Business.

5. Consider Approval of an Ordinance Rezoning the Properties Located at 830 Alexander Road, Being Lot 22, Block 35, and 0 Alexander Road, Being Lot 38, Block 35 of the South Side Addition, to the City of Stephenville, Erath County, Texas, from Single-Family Residential District (R-1) and Multiple Family Residential District (R-3) to Retail and Commercial Business District (B-2).

6. PUBLIC HEARING

Case No. RZ2020-011

Applicant is Requesting a Rezone of the Property Located at 422 South Lillian, Being Lots 5, 6, 7, and 8, Block 8, of the South Side Addition, to the City of Stephenville, Erath County, Texas, from Industrial District (I) to Planned Development District (PD).

7. Consider Approval of an Ordinance Rezoning the Property Located at 422 S Lillian, Being Lots 5, 6, 7, and 8, Block 8, of the South Side Addition to the City of Stephenville, Erath County, Texas, from Industrial District (I) to Planned Development District (PD).

8. PUBLIC HEARING

Case No.: SV2020-009

Applicant is Requesting a Waiver from City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalk Requirements* at 3130 West Washington, Being Lot 2, Block 1 of the Excels Addition to the City of Stephenville, Erath County, Texas

HEARING

9. Consider Approval of a Waiver from City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalk Requirements* at 3130 West Washington, Being Lot 2, Block 1 of the Excels Addition to the City of Stephenville, Erath County, Texas

10. PUBLIC HEARING

Case No.: SV2020-010

Applicant is requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalks* at 1961 N Dale, being Lot 2, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas

11. Consider Approval of a Waiver from *Section 155.6.11 – Sidewalks* of the City of Stephenville Code of Ordinance for the Property Located at 1961 N Dale, Being Lot 2, Block 1 of the Green Acres Addition of the City of Stephenville, Erath County, Texas

12. PUBLIC HEARING

Case No. SV2020-011

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1961 N Dale, Being Lot 2, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

13. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1961 N Dale, Being Lot 2, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

14. PUBLIC HEARING

Case No.: SV2020-012

Applicant is requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalks* 1949 N Dale, Being Lot 3, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas

15. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalks* 1949 N Dale, Being Lot 3, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas

16. PUBLIC HEARING

Case No.: SV2020-013

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1949 N Dale, being Lot 3, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

17. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1949 N Dale, being Lot 3, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

18. PUBLIC HEARING

Case No. SV2020-014

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalks* at 1937 N Dale, being Lot 4, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas

19. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances Section 155.6.11 – *Sidewalks* at 1937 N Dale, being Lot 4, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas

20. PUBLIC HEARING

Case No.: SV2020-015

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1937 N Dale, being Lot 4, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

- 21. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances Section 155.6.04.M(1) - *Curb and Gutter Options* at 1937 N Dale, being Lot 4, Block 1 of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

PARKS AND LEISURE SERVICES COMMITTEE

Nick Robinson, Chair

- 22. Committee Report for October 20, 2020

FINANCE COMMITTEE

Mark McClinton, Chair

- 23. Finance Committee Report - October 20, 2020
- 24. Consider Approval of an Amendment to Section 7 of the City of Stephenville's Order Declaring Local State of Disaster Dated April 22, 2020
- 25. Consider Approval of the City of Stephenville's Delinquent Utility Bill Assistance Program

NOMINATIONS COMMITTEE

Gerald Cook, Chair

- 26. Committee Report for October 10, 2020
- 27. Committee Report for November 3, 2020
- 28. Consider Approval of the City of Stephenville's 2021 Legislative Priorities

FINANCIAL REPORTS

Monica Harris, Director of Finance and Administration

- 29. Monthly Budget Report for the Period Ending September 30, 2020
- 30. Financial Reports for the Period Ending September 30, 2020

STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY UPDATE

Jeff Sandford, Executive Director

CONSENT AGENDA

- 31. Minutes - October 6, 2020 Regular City Council Meeting
- 32. Minutes - October 14, 2020 City Council Work Session
- 33. Minutes - October 27, 2020 Special City Council 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:

- 34. Section 551.072 - *Deliberations Regarding Real Property*
Deliberation regarding the purchase, exchange, lease, or value of real property - Sale of City Property

35. Section 551.074 - *Personnel Matters*
Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:
 1. Parks and Leisure Services Director
 2. Public Health Official
36. Section 551.087 - *Deliberation Regarding Economic Development Negotiations* - Project CS
37. 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.

Notice is hereby given that members of the Stephenville City Council may participate in this meeting via teleconference or videoconference as allowed by Governor’s Order due to the COVID-19 pandemic. As allowed by this Order, a quorum may not be present in a physical location.

Pursuant to Section 418.108(g) of the Texas Government Code, a Declaration of Local Disaster issued on April 22, 2020, and in the interest of public health, the city has exercised its right to limit ingress and egress in public buildings. As such, the public will be allowed into city facilities to attend the meeting on a limited basis.

The meeting is available for viewing via livestream on the City’s Facebook Page (City of Stephenville – City Hall).

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.

ORDINANCE NO. 2020-O-__

AN ORDINANCE GRANTING TO ATMOS ENERGY CORPORATION, A TEXAS AND VIRGINIA CORPORATION, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT, MAINTAIN, AND OPERATE PIPELINES AND EQUIPMENT IN THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, FOR THE TRANSPORTATION, DELIVERY, SALE, AND DISTRIBUTION OF GAS IN, OUT OF, AND THROUGH SAID CITY FOR ALL PURPOSES; PROVIDING FOR THE PAYMENT OF A FEE OR CHARGE FOR THE USE OF THE PUBLIC RIGHTS-OF-WAYS; AND PROVIDING THAT SUCH FEE SHALL BE IN LIEU OF OTHER FEES AND CHARGES, EXCEPTING AD VALOREM TAXES; AND REPEALING ALL PREVIOUS GAS FRANCHISE ORDINANCES.

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

SECTION 1. GRANT OF AUTHORITY

The City of Stephenville, Texas, hereinafter called "City," hereby grants to Atmos Energy Corporation, Mid-Tex Division, hereinafter called "Atmos Energy," its successors and assigns, consent to use and occupy the present and future streets, alleys, highways, public utility easements, public ways and other public places ("Public Rights-of-Way"), for the purpose of laying, maintaining, constructing, protecting, operating, and replacing therein and thereon pipelines and all other appurtenant equipment (the "System") to deliver, transport, and distribute gas in, out of, and through City for persons, firms, and corporations, including all the general public, and to sell gas to persons, firms, and corporations, including all the general public, within the City corporate limits, as such limits may be amended from time to time during the term of this franchise, said consent being granted for a term ending December 31, 2045.

SECTION 2. CONSTRUCTION, MAINTENANCE, OPERATION & RELOCATION OF ATMOS ENERGY FACILITIES

- A. Atmos Energy shall lay, maintain, construct, operate, and replace its pipes, mains, laterals, and other equipment to minimize interference with traffic, place or cause to be placed appropriate barriers to mark excavations or obstructions, and restore to approximate original condition all Public Rights-of-Way that it may disturb. In determining the location of the facilities of the City and other users of Public Right-of-Way within City, City shall minimize interference with then existing facilities of Atmos Energy and shall require other users of Public Rights-of-Way to minimize interference with existing facilities of Atmos Energy. In the event of a conflict between the location of the proposed facilities of Atmos Energy and the location of the existing facilities of City or other users of Public Rights-of-Way within Public Rights-of-Way that cannot otherwise be resolved, City or an authorized agent of City shall resolve the conflict and determine the location of the respective facilities within the Public Rights-of-Way.

Atmos Energy or contractors working on behalf of Atmos Energy shall not be required to pay for street cutting, street excavation or other special permits related to excavations in Public Rights-of-Way in connection with Atmos Energy's operations in Public Rights-of-Way. City shall provide Atmos Energy with its annual capital improvements plan as well as any updates or changes as soon as the plan, update, or change becomes available. City shall notify Atmos Energy as soon as reasonably possible of any projects that will affect Atmos Energy's facilities located in the Public Rights-of-Way. When required by City to remove or relocate its mains, laterals, and/or other facilities lying within Public Rights-of-Way, Atmos Energy shall do so as soon as practically possible with respect to the scope of the project. In no event shall Atmos Energy be required to remove or relocate its facilities in less than thirty (30) days from the time notice is given to Atmos Energy by City.

- B. If City, in constructing its sewers, drainage, water lines, streets, or utilities, should request that Atmos Energy remove or relocate its mains, laterals, and other facilities lying within Public Rights-of-Way, Atmos Energy shall do so at its own expense for facilities that are in conflict, unless such work is for the primary purpose of beautification or to accommodate a private developer. Facilities are deemed to be in conflict to the extent that the proposed City facilities are determined by Atmos Energy to be inconsistent with gas distribution industry standard safe operating practices for existing facilities. Atmos Energy shall not be required to relocate facilities to a depth of greater than four (4) feet unless prior agreement is obtained from Atmos Energy.

When Atmos Energy is required by City to remove or relocate its mains, laterals, and other facilities lying within Public Rights-of-Way to accommodate a request by City, and costs of utility removals or relocations are eligible under federal, state, county, local or other programs for reimbursement of costs and expenses incurred by Atmos Energy as a result of such removal or relocation, and such reimbursement is required to be handled through City, Atmos Energy costs and expenses shall be included in any application by City for reimbursement if Atmos Energy submits its cost and expense documentation to City prior to the filing of the application. City shall provide reasonable written notice to Atmos Energy of the deadline for Atmos Energy to submit documentation of the costs and expenses of such relocation to City. In the event that the City does not provide sufficient written notice to Atmos Energy as set forth in this paragraph, the City shall be responsible for fifty percent (50%) of the cost of the removal or relocation of Atmos Energy's facilities.

If Atmos Energy is required by City to remove or relocate its mains, laterals, or other facilities lying within Public Rights-of-Way for any reason other than the construction or reconstruction of sewers, drainage, water lines, streets or utilities by City, Atmos Energy shall be entitled to reimbursement from City or others of the cost and expense of such removal or relocation.

- C. When Atmos Energy is required to remove or relocate its mains, laterals or other facilities to accommodate construction by City without reimbursement from City, Atmos Energy shall have the right to seek recovery of relocation costs as provided for in applicable state and/or federal law. Nothing herein shall be construed to prohibit, alter, or modify in any way the right of Atmos Energy to seek or recover a surcharge from customers for the cost of relocation pursuant to applicable state and/or federal law. City shall not oppose recovery of relocation costs when Company is required by City to perform relocation. City shall not require that Company document request for reimbursement as a pre-condition to recovery of such relocation costs.

If City abandons any Public Rights-of-Way in which Atmos Energy has facilities, such abandonment shall be conditioned on Atmos Energy's right to maintain its use of the former Public Right-of-Way and on the obligation of the party to whom the Public Right-of-Way is abandoned to reimburse Atmos Energy for all removal or relocation expenses if Atmos Energy agrees to the removal or relocation of its facilities following abandonment of the Public Right-of-Way. If the party to whom the Public Right-of-Way is abandoned requests Atmos Energy to remove or relocate its facilities and Atmos Energy agrees to such removal or relocation, such removal or relocation shall be done within a reasonable time at the expense of the party requesting the removal or relocation. If relocation cannot practically be made to another Public Right-of-Way, the expense of any right-of-way acquisition shall be considered a relocation expense to be reimbursed by the party requesting the relocation.

SECTION 3. INDEMNITY & INSURANCE

In the event of injury to any person or damage to any property by reason of Atmos Energy's construction, operation, maintenance, or replacement of Atmos Energy's pipeline system within Public Rights-of-Way, Atmos Energy shall indemnify and keep harmless City from any and all liability in connection therewith, except to the extent such injury or damage is attributable to the fault of the City, including, without limitation, the City's negligent or intentional acts or omissions. Atmos Energy's insurance of its obligations and risks undertaken pursuant to this franchise may be in the form of self-insurance to the extent permitted by applicable law, under an Atmos Energy plan of self-insurance maintained in accordance with sound accounting and risk-management practices.

SECTION 4. NON-EXCLUSIVE FRANCHISE

The rights, privileges, and franchises granted by this ordinance are not to be considered exclusive, and City hereby expressly reserves the right to grant, at any time, like privileges, rights, and franchises as it may see fit to any other person or corporation for the purpose of transporting, delivering, distributing, or selling gas to and for City and the inhabitants thereof.

SECTION 5. PAYMENTS TO CITY

- A. Atmos Energy, its successors and assigns, agrees to pay and City agrees to accept, on or before the 1st day of February, 2021, and on or before the same day of each succeeding year during the term of this franchise the last payment being made on the 1st day of February, 2045, a sum of money which shall be equivalent to five percent (5%) of the Gross Revenues, as defined in 5.B below, received by Atmos Energy during the preceding calendar year.
- B. "Gross Revenues" shall mean:
1. all revenues received by Atmos Energy from the sale of gas to all classes of customers (excluding gas sold to another gas utility in the City for resale to its customers within City) within the City;
 2. all revenues received by Atmos Energy from the transportation of gas through the System of Atmos Energy within the City to customers located within the City (excluding any gas transported to another gas utility in City for resale to its customers within City);
 3. the value of gas transported by Atmos Energy for Transport Customers through the System of Atmos Energy within the City ("Third Party Sales")(excluding the value of any gas transported to another gas utility in City for resale to its customers within City), with the value of such gas to be established by utilizing Atmos Energy's monthly Weighted Average Cost of Gas charged to industrial customers in the Mid-Tex division, as reasonably near the time as the transportation service is performed; and
 4. "Gross Revenues" shall also include the following "miscellaneous charges": charges to connect, disconnect, or reconnect gas and charges to handle returned checks from consumers within the City.
 5. "Gross Revenues" shall not include:
 - a. revenues billed but not ultimately collected or received by Atmos Energy;
 - b. contributions in aid of construction;
 - c. the revenue of any affiliate or subsidiary of Atmos Energy;
 - d. sales tax and franchise fees paid to the City;
 - e. interest or investment income earned by Atmos Energy; and
 - f. monies received from the lease or sale of real or personal property, provided, however, that this exclusion does not apply to the lease of facilities within the City's right of way.

- C. The initial payment for the rights and privileges herein provided shall be for the privilege period January 1 through December 31, 2021, and each succeeding payment shall be for the privilege period of the calendar year in which the payment is made.

It is also expressly agreed that the aforesaid payments shall be in lieu of any and all other and additional occupation taxes, easement, franchise taxes or charges (whether levied as an ad valorem, special, or other character of tax or charge), municipal license, permit, and inspection fees, bonds, street taxes, and street or alley rentals or charges, and all other and additional municipal taxes, charges, levies, fees, and rentals of whatsoever kind and character that City may now impose or hereafter levy and collect from Atmos Energy or Atmos Energy's agents, excepting only the usual general or special ad valorem taxes that City is authorized to levy and impose upon real and personal property. If the City does not have the legal power to agree that the payment of the foregoing sums of money shall be in lieu of taxes, licenses, fees, street or alley rentals or charges, easement or franchise taxes or charges aforesaid, then City agrees that it will apply so much of said sums of money paid as may be necessary to satisfy Atmos Energy's obligations, if any, to pay any such taxes, licenses, charges, fees, rentals, easement or franchise taxes or charges aforesaid.

- D. Effect of Other Municipal Franchise Ordinance Fees Accepted and Paid by Atmos Energy

If Atmos Energy should at any time after the effective date of this Ordinance agree to a new municipal franchise ordinance, or renew an existing municipal franchise ordinance, with another municipality in Atmos Energy's Mid-Tex Division, which municipal franchise ordinance determines the franchise fee owed to that municipality for the use of its public rights-of-way in a manner that, if applied to the City, would result in a franchise fee greater than the amount otherwise due City under this Ordinance, then the franchise fee to be paid by Atmos Energy to City pursuant to this Ordinance may, at the election of the City, be increased so that the amount due and to be paid is equal to the amount that would be due and payable to City were the franchise fee provisions of that other franchise ordinance applied to City. The City acknowledges that the exercise of this right is conditioned upon the City's acceptance of all terms and conditions of the other municipal franchise in toto. The City may request waiver of certain terms and Company may grant, in its sole reasonable discretion, such waiver.

- E. Atmos Energy Franchise Fee Recovery Tariff

1. Atmos Energy may file with the City a tariff or tariff amendment(s) to provide for the recovery of the franchise fees under this agreement.
2. City agrees that (i) as regulatory authority, it will adopt and approve the ordinance, rates or tariff which provide for 100% recovery of such franchise fees as part of Atmos Energy's rates; (ii) if the City intervenes in any regulatory proceeding before a federal or state agency in which the recovery of Atmos Energy's franchise fees is an issue, the City will take an affirmative position supporting 100% recovery of such franchise fees by Atmos Energy and; (iii) in the event of an appeal of any such regulatory proceeding in which the City has intervened, the City will take an affirmative position in any such appeals in support of the 100% recovery of such franchise fees by Atmos Energy.
3. City agrees that it will take no action, nor cause any other person or entity to take any action, to prohibit the recovery of such franchise fees by Atmos Energy.

- F. Lease of Facilities Within City's Rights-of-Way. Atmos Energy shall have the right to lease, license or otherwise grant to a party other than Atmos Energy the use of its facilities within the City's

public rights-of-way provided: (i) Atmos Energy first notifies the City of the name of the lessee, licensee or user; the type of service(s) intended to be provided through the facilities; and the name and telephone number of a contact person associated with such lessee, licensee or user and (ii) Atmos Energy makes the franchise fee payment due on the revenues from such lease pursuant to Section 5 of this Ordinance. This authority to Lease Facilities within City’s Rights-of-Way shall not affect any such lessee, licensee or user’s obligation, if any, to pay franchise fees.

SECTION 6. ACCEPTANCE OF FRANCHISE

In order to accept this franchise, Atmos Energy must file with the City Secretary its written acceptance of this franchise ordinance within sixty (60) days after its final passage and approval by City. If such written acceptance of this franchise ordinance is not filed by Atmos Energy, the franchise ordinance shall be rendered null and void.

When this franchise ordinance becomes effective, all previous ordinances of City granting franchises for gas delivery purposes that were held by Atmos Energy shall be automatically canceled and annulled, and shall be of no further force and effect.

SECTION 7. PARAGRAPH HEADINGS. CONSTRUCTION

The paragraph headings contained in this ordinance are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the preparation of this ordinance and this ordinance shall not be construed either more or less strongly against or for either party.

SECTION 8. EFFECTIVE DATE

If Atmos Energy accepts this ordinance, it becomes effective as of December 8, 2020.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Reviewed by Allen L. Barnes
City Manager

Approved as to form and legality
Randy Thomas, City Attorney



STAFF REPORT

SUBJECT: Case No.: RZ2020-010

Applicant John Drennan is requesting a rezone of property located at 830 Alexander Rd., Lot 22, Block 35, and 0 Alexander Rd., Lot 38, Block 35, of the South Side Addition, to the City of Stephenville, Erath County, Texas, from (R-1) Single Family and (R-3) Multiple Family to (B-2) Retail and Commercial Business.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

To accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.

BACKGROUND:

The applicant indicates the requested rezone and replat is to allow the development of mini storage buildings, both climate and non-climate controlled, attached to a single story retail building as well as the construction of a three story multifamily residential structure.

The Planning and Zoning Commission convened on October 21, 2020, and by a vote of , recommended the City Council approve the request to rezone contingent upon the approval of the replat.

This case is unique in the fact that a minor plat has been submitted which can be approved administratively in order to accommodate the applicant's intended project. However, City ordinance requires the rezone be approved prior to the replat. Consequently, staff is requesting Council to consider approving the rezone with conditions that the replat be approved and recorded prior to the finalization of the change in zoning. The replat is by nature, a minor plat and therefore, subject to administrative approval.

Sec. 154.05.3. - Single-family residential district (R-1) (7,500 ft).

5.3.A Description. This residential district provides for a generally lesser density city neighborhood development. The primary land use allows for single-family dwelling development appropriate to a city-style neighborhood. Other uses within this district shall contribute to the nature of the neighborhood. Development within this district is intended to be separate from and protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.3.B Permitted Uses.

(1) Single-family detached dwelling, limited to occupancy by a family having no more than three 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 three unrelated individuals;

(2) Accessory buildings;

- (3) Churches, temple, mosques and related facilities;
- (4) Community home;
- (5) Park or playground; and
- (6) SISD school—public.

5.3.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision; and
- (3) Child care—registered family home.

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. 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 three 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 three 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) Multiple family dwellings, with each family limited as in division (1) above;
- (6) Assisted living center;
- (7) Convalescent, nursing or long term-care facility;
- (8) Retirement housing complex;
- (9) Accessory buildings;
- (10) Churches, temples, mosques and related facilities;
- (11) Community home;
- (12) Park or playground;
- (13) SISD school—public;
- (14) Bed and breakfast/boarding house;
- (15) Group day care home;
- (16) Registered family home;
- (17) Day care center; and
- (18) 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.

Sec. 154.06.2. - Retail and commercial business district (B-2).

6.2.A Description. The Retail and Commercial Business District provides areas for the grouping of retail shops and stores offering goods and services for the residents in general. These shopping areas will generally be more densely concentrated and more traffic intensive than allowed in the Neighborhood Business Districts.

6.2.B Permitted Uses.

- (1) Animal grooming;
- (2) Antique shop/art gallery—sales in building;
- (3) Assisted living center;
- (4) Athletic field;
- (5) Automobile service station and car care center;
- (6) Auto parking lot or building (commercial);
- (7) Auto parts sales;
- (8) Auto repair/mechanic garage;
- (9) Auto sales;
- (10) Automobile rental;
- (11) Bail bond service;
- (12) Bakery and confectionery—retail sales only;
- (13) Bakery and confectionery;
- (14) Banks or other financial institutions;
- (15) Boat sales;
- (16) Bottling works (wholesale);
- (17) Building material sales;
- (18) Cabinet and upholstery shop;
- (19) Car wash;
- (20) Care facility for narcotic, alcoholic or psychiatric patients;
- (21) Cemetery/mausoleum;
- (22) Church, temple or mosque;
- (23) Civic/community center;
- (24) Cleaning and pressing—small shop, pickup and delivery;
- (25) Clinic;
- (26) College or university;
- (27) Commercial amusement (indoor);
- (28) Commercial amusement (outdoor);
- (29) Convalescent, nursing or long term care facility;
- (30) Convenience/grocery store (without pumps) convenience store (with pumps);
- (31) Construction equipment rental and sales;
- (32) Construction yard (temporary);
- (33) Contractor shop and storage yard;
- (34) Department store;
- (35) Discount warehouse store;
- (36) Drapery, needlework or weaving shop;
- (37) Farmers Market;
- (38) Feed, seed and fertilizer store—no bulk storage;

- (39) Field office (temporary);
- (40) Florist;
- (41) Fraternal organization, lodge or civic club;
- (42) Furniture or appliance store;
- (43) Golf course or country club, driving range;
- (44) Greenhouse or nursery for retail plant sales with outside storage;
- (45) Handcraft shop;
- (46) Health club, weight and aerobic center;
- (47) Home improvement center;
- (48) Hospital—general acute care (human);
- (49) Hotels and motels;
- (50) Household appliance service and repair;
- (51) Kennel;
- (52) Kiosk;
- (53) Laboratory (medical);
- (54) Landscaping service;
- (55) Laundry and cleaning (self service);
- (56) Lawn equipment and small engine sales and services;
- (57) Micro brewery;
- (58) Mini storage/warehouses;
- (59) Monument retail sales (outside storage);
- (60) Mortuary or funeral home;
- (61) Moving company;
- (62) Neighborhood grocery store (no fuel service);
- (63) Office—professional and general administration;
- (64) Park, playground, public community recreation center;
- (65) Pawn shop;
- (66) Personal service shop (beauty, barber and the like);
- (67) Pet shop—small animals within building;
- (68) Plumbing shop;
- (69) Portable building sales;
- (70) Printing;
- (71) Produce stand;
- (72) Psychic/Tarot card reader;
- (73) Recreational vehicle sales;
- (74) Recycling kiosk;
- (75) Research lab (non-hazardous);
- (76) Restaurant (drive-in type);
- (77) Restaurant or cafeteria—without drive-in service;
- (78) Retail shops and stores other than listed;
- (79) Roofing and siding supply;
- (80) Schools—public, private and parochial;
- (81) Shopping center;
- (82) Storage or repair of furniture and appliances (display inside of building);
- (83) Studio (photographer, musician, artist);
- (84) Studio for radio and television;

- (85) Taxidermy;
- (86) Theater—indoor;
- (87) Tobacco shop;
- (88) Tool and equipment rental shop;
- (89) Trailer rental and sales;
- (90) Veterinary clinic or hospital; and
- (91) Veterinary services.
- (92) Restaurant with alcoholic beverage service.

6.2.C Conditional Uses (Special Use Permit required).

- (1) Day care center—12 or more children;
- (2) Flea market;
- (3) Frozen foods locker;
- (4) Scientific and research laboratories;
- (5) Theater (drive-in); and
- (6) Trade and commercial schools.

WATER

The property is served by a 6” city water main in Alexander.

SEWER

The property is served by a 6” sanitary sewer main in Alexander.

STREETS

The property is on Alexander, just North of US HWY 377.

Zoning and Land Use

Location	Zoning	Future Land Use
Subject Site	Residential, Single Family (R-1) and Multi-Family (R-3)	Single Family
North	Multifamily	Single Family
South	Retail and Commercial	Commercial
East	Retail and Commercial/Neighborhood Business	Commercial
West	Retail and Commercial	Commercial

Factors To Consider In Making Decision

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

ALTERNATIVES

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.
- 2) Modify the recommendation of the Planning and Zoning Commission and approve the rezoning request designating an alternate classification.
- 3) Deny the request for rezoning.



City of Stephenville
298 W. Washington
Stephenville, TX 76401
(254) 918-1294

NO. [] Item 4.

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

1. APPLICANT/OWNER: John Drennan
First Name Last Name

ADDRESS: 785 West Hidden Creek Pkwy, Suite 2200 817.426.5996
Street/P.O. Box Phone No.
Burleson Texas 76028
City State Zip Code

2. PROPERTY DESCRIPTION: 830 Alexander Rd. & 1303 West South Loop
Street Address

3. LEGAL DESCRIPTION: 27 & 38 35 South Side
Lot(s) Block(s) Addition

4. PRESENT ZONING: Lot 22: R-1 (Single Family) & Lot 38: R-3 (Multi-family)
Zoning District Title

PROPOSED ZONING: Rezone R-1 to B-2 & Partial rezone of R-3 to B-2 Retail & Commercial
Zoning District Title

5. APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:

For the proposed development of a Single Story Retail Building attached to a Two story climate controlled
Mini Storage Facility and detached Single story non climate controlled Mini Storage building(s) on Lots
22, 27 and a portion of Lot 38. And for the proposed development of a Three story apartment building on
Lot 38.

(Attach an additional sheet if necessary) See attachment

[Signature]
Signature of Applicant

8-30-20
Date

Signature of City Official Received

Date Received

LEGAL DESCRIPTION

OF A 5.251 ACRES TRACT OF LAND, BEING ALL OF LOTS 22, 27 AND 38 IN BLOCK 35 OF THE SOUTH SIDE ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, ACCORDING TO THE PLATS THEREOF RECORDED IN CABINET A, SLIDE 233A, CABINET A, SLIDE 251B AND CABINET B, SLIDE 131A OF THE PLAT RECORDS OF ERATH COUNTY, TEXAS

ADDRESS

830 ALEXANDER ROAD &
1303 WEST SOUTH LOOP
STEPHENVILLE, TX 76401

No Change to a portion of Lot 38

Current Zone remains R-3
62,335 sf² ≈ 1.43 ac

Rezone a portion of Lot 38

Current Zone R-3 Rezone to B-2
51,423 sf² ≈ 1.18 ac

Rezone Lot 22

Current Zone R-1 Rezone to B-2
76,542 sf² ≈ 1.76 ac

No Change to Lot 27

Current Zone remains B-2
38,418 sf² ≈ .88 ac



U. S. HIGHWAY NO. 377 (SOUTH LOOP)

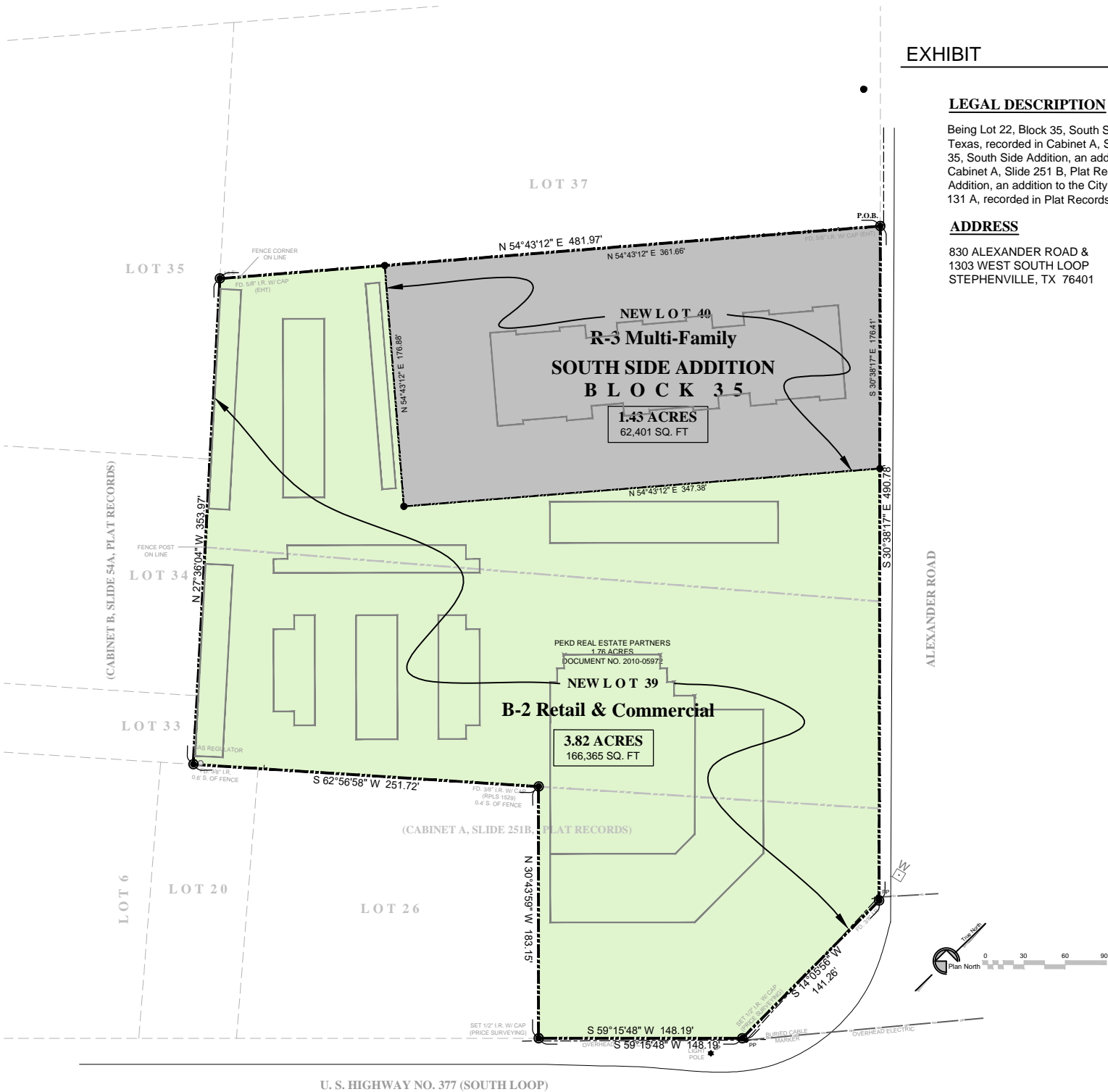
EXHIBIT

LEGAL DESCRIPTION

Being Lot 22, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 233 A, Plat Records, Erath County, Texas, and Lot 27, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 251 B, Plat Records, Erath County, Texas, and Lot 38, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 131 A, recorded in Plat Records, Erath County, Texas,

ADDRESS

830 ALEXANDER ROAD &
1303 WEST SOUTH LOOP
STEPHENVILLE, TX 76401



EXHIBIT

LEGAL DESCRIPTION

Being Lot 22, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 233 A, Plat Records, Erath County, Texas, and Lot 27, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 251 B, Plat Records, Erath County, Texas, and Lot 38, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 131 A, recorded in Plat Records, Erath County, Texas,

ADDRESS

830 ALEXANDER ROAD &
1303 WEST SOUTH LOOP
STEPHENVILLE, TX 76401

Former Lot 38 - New Lot 40 to remain R3

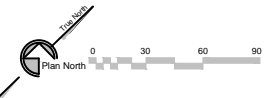
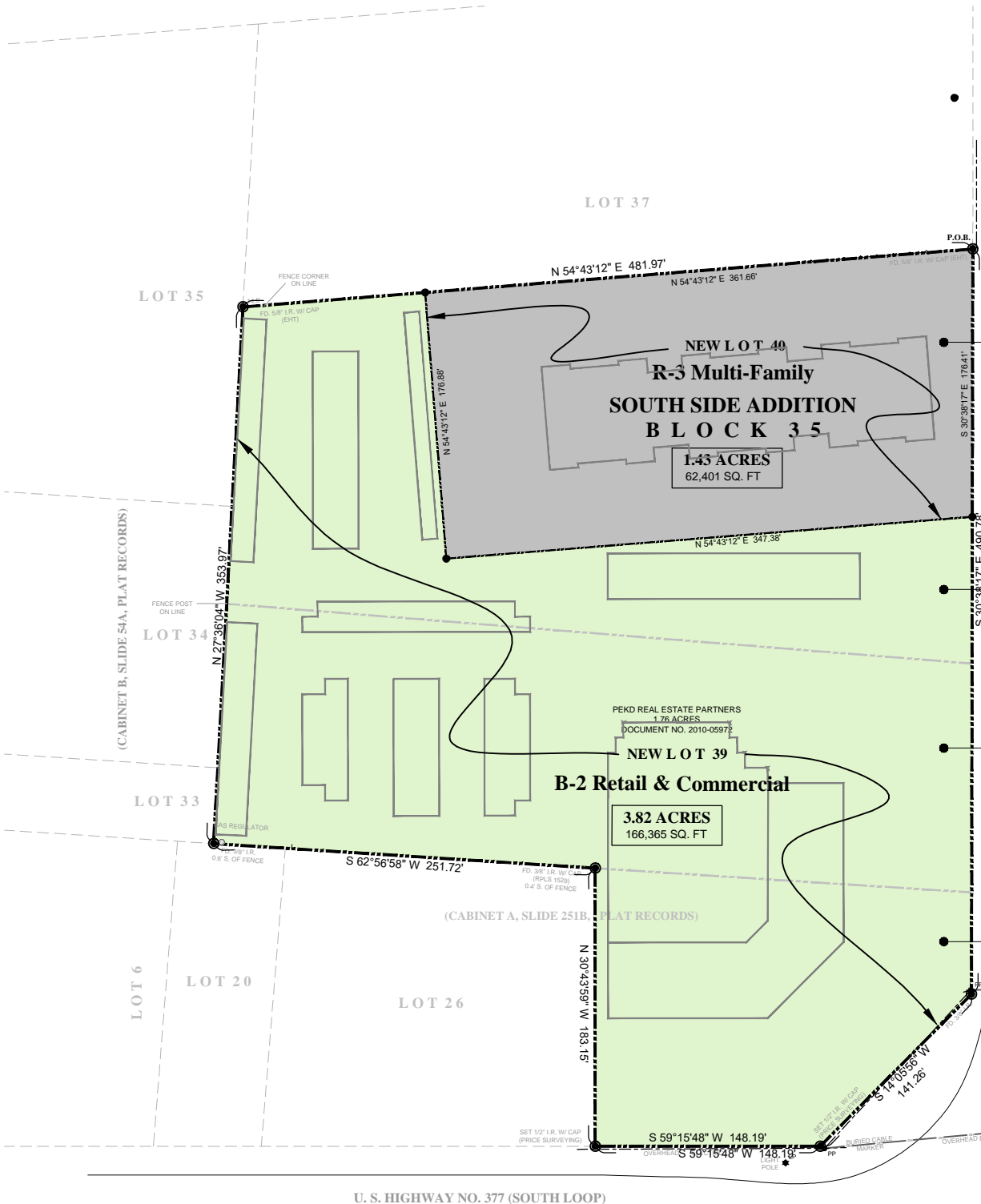
Current Zone remains R-3
62,401 sf² ≈ 1.43 ac

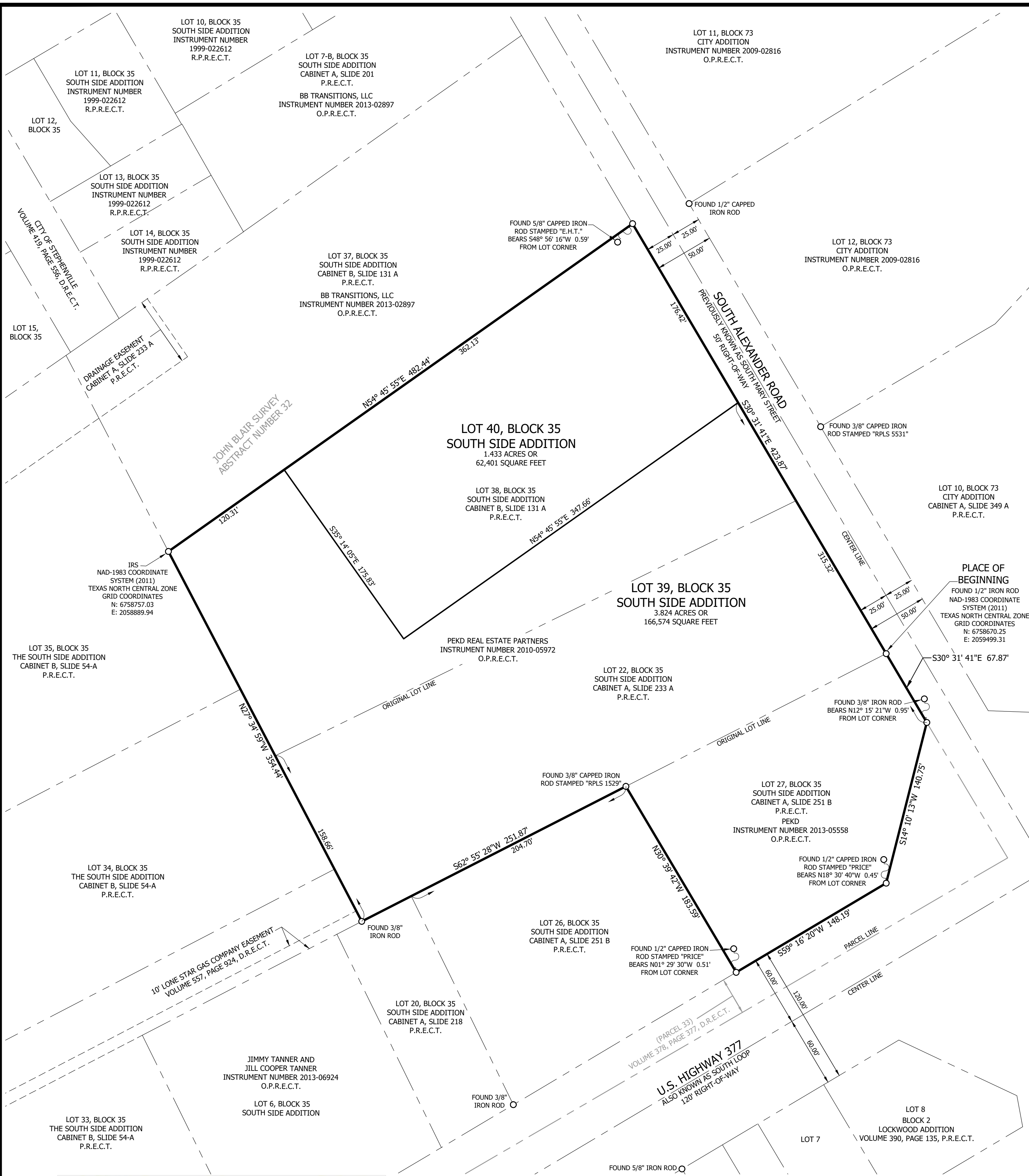
Rezone a portion of former Lot 38

Current Zone R-3 Rezone to B-2
51,423 sf² ≈ 1.18 ac

Former Lot 22, rezone from R-1 to B-2

No Change to former Lot 27





OWNER'S CERTIFICATE:

State of Texas §
County of Erath §

WHEREAS, PEKD Real Estate Partners and PEKD are the owners of that certain 5.257 acres (228,974 square feet) of land in the John Blair Survey, Abstract Number 32, City of Stephenville, Erath County, Texas; said 5.257 acres (228,974 square feet) of land being all of that certain tract of land described as Lot 27, Block 35, South Side Addition (hereinafter referred to as Lot 27), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet A, Slide 251-B, Plat Records, Erath County, Texas (P.R.E.C.T.), and being all of that certain tract of land described as Lot 22, Block 35, South Side Addition (hereinafter referred to as Lot 22), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet A, Slide 233-A, P.R.E.C.T., and being all of that certain tract of land described as Lot 38, Block 35, South Side Addition (hereinafter referred to as Lot 38), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 131-A, P.R.E.C.T.; said 5.257 acres (228,974 square feet) of land being more particularly described, by metes and bounds, as follows:

BEGINNING at a one-half inch iron rod found for the Northeasterly corner of said Lot 27, same being the existing Southeasterly corner of said Lot 22, same also being the existing Southwesterly right-of-way line of South Alexander Road, previously known as South Mary Street (50' right-of-way);

THENCE South 30 degrees 31 minutes 41 seconds East with the common line between said Lot 27 and the existing Southwesterly right-of-way line of said South Alexander Road, a distance of 67.87 feet to the Easterly Southeast corner of said Lot 27, same being the intersection of the existing Southwesterly right-of-way line of said South Alexander Road with the existing Northwesterly right-of-way line of U.S. Highway 377, also known as South Loop (120' right-of-way), as recorded in Volume 378, Page 377, Deed Records, Erath County, Texas, from which a three-eighths inch iron rod found bears North 12 degrees 15 minutes 21 seconds West, a distance of 0.95 feet;

THENCE North 14 degrees 10 minutes 13 seconds West with the common line between said Lot 27 and the existing Northwesterly right-of-way line of U.S. Highway 377, a distance of 140.75 feet to the Westerly Southeast corner of said Lot 27, from which a one-half inch iron rod with plastic cap stamped "PRICE" found bears North 18 degrees 30 minutes 40 seconds West, a distance of 0.45 feet;

THENCE South 59 degrees 16 minutes 20 seconds West, continue with the common line between said Lot 27 and the existing Northwesterly right-of-way line of said U.S. Highway 377, a distance of 148.19 feet to the Southwesterly corner of said Lot 27, same being the Southeasterly corner of that certain tract of land described as Lot 26, Block 35, South Side Addition (hereinafter referred to as Lot 26), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet A, Slide 251-B, P.R.E.C.T.;

THENCE North 30 degrees 39 minutes 42 seconds West, departing the existing Northwesterly right-of-way line of said U.S. Highway 377, with the common line between said Lot 27 and said Lot 26, a distance of 183.59 feet to a three-eighths inch iron rod with plastic cap stamped "RPLS 1529" found for the Northwesterly corner of said Lot 27, same being the Northeasterly corner of said Lot 26, same also being the Southeasterly line of said Lot 22;

THENCE South 62 degrees 55 minutes 28 seconds West with the common line between said Lot 22 and said Lot 26, pass at a distance of 204.70 feet, the Northwesterly corner of said Lot 26, same being the Northeasterly corner of that certain tract of land described as Lot 20, Block 35, South Side Addition (hereinafter referred to as Lot 20), as recorded in Cabinet A, Slide 218, P.R.E.C.T. and continue with said course and the common line between said Lot 22 and said Lot 26 for a total distance of 251.87 feet to a three-eighths inch iron rod found for the Southwesterly corner of said Lot 22, same being an Easterly corner of that certain tract of land described as Lot 33, Block 35, The South Side Addition (hereinafter referred to as Lot 33), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 54-A, P.R.E.C.T.;

THENCE North 27 degrees 34 minutes 59 seconds West, departing the Northwesterly line of said Lot 20, with the common line between said Lot 22 and said Lot 33, pass at a distance of 50.00 feet, the Northerly corner of said Lot 33, same being the Southeasterly corner of that certain tract of land described as Lot 34, Block 35, The South Side Addition (hereinafter referred to as Lot 34), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 54-A, P.R.E.C.T., continue with said course pass at a distance of 158.66 feet, the Northwesterly corner of said Lot 22, same being the Southwesterly corner of said Lot 38 and continue with said course and with the common line between said Lot 38 and said Lot 34, pass at a distance of 222.40 feet, the Northeasterly corner of said Lot 34, same being the Southeasterly corner of that certain tract of land described as Lot 35, Block 35, The South Side Addition (hereinafter referred to as Lot 35), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 54-A, P.R.E.C.T., continue with said course and the common line between said Lot 38 and said Lot 35 for a total distance of 354.44 feet to a five-eighths inch iron rod with plastic cap stamped "RPLS 4838" set for the Northwesterly corner of said Lot 38, same being the Southwesterly corner of that certain tract of land described as Lot 37, Block 35, South Side Addition (hereinafter referred to as Lot 37), an addition to the City of Stephenville, Erath County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 131-A, P.R.E.C.T.;

THENCE North 54 degrees 45 minutes 55 seconds East, departing the Northeasterly line of said Lot 35, with the common line between said Lot 38 and said Lot 37, a distance of 482.44 feet to the Northeasterly corner of said Lot 38, same being the Southeasterly corner of said Lot 37, same also being the existing Southwesterly right-of-way line of the aforesaid South Alexander Road, from which a five-eighths inch iron rod with plastic cap stamped "E.H.T." found bears South 48 degrees 56 minutes 16 seconds West, a distance of 0.59 feet;

THENCE South 30 degrees 31 minutes 41 seconds East with the common line between said Lot 38 and the existing Southwesterly right-of-way line of said South Alexander Road, pass at a distance of 273.10 feet, the Southeasterly corner of said Lot 38, same being the Northeasterly corner of said Lot 22, continue with said course and the common line between said Lot 22 and the existing Southwesterly right-of-way line of said South Alexander Road for a total distance of 423.87 feet to the **PLACE OF BEGINNING**, and containing a calculated area of 5.257 acres (228,974 square feet) of land.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, I, **PEKD Real Estate Partners and PEKD**, owners, do hereby by adopt this final plat designating the above described property as **LOT 39 AND LOT 40, BLOCK 35, SOUTH SIDE ADDITION**, an addition to the City of Stephenville, Erath County, Texas and do hereby dedicated to the public's use the easements and right-of-way as shown.

PEKD Real Estate Partners **PEKD**

By: _____ By: _____

State of Texas §
County of Erath §
Before me, the undersigned, a Notary Public for the State of Texas, appeared _____ known to the persons whose names are subscribed hereto.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____ day of _____, 2020

Notary Public

SURVEYOR'S CERTIFICATE:

THAT I, Michael Dan Davis, a Registered Professional Land Surveyor, have platted the above subdivision from an actual survey on the ground, and that all lot corners, angle points, and points of curve have been properly marked on the ground, and that this plat correctly represents that survey made by me.

For: Bannister Engineering, LLC
PRELIMINARY,
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT
Michael Dan Davis
Registered Professional Land Surveyor
Texas Registration No. 4838

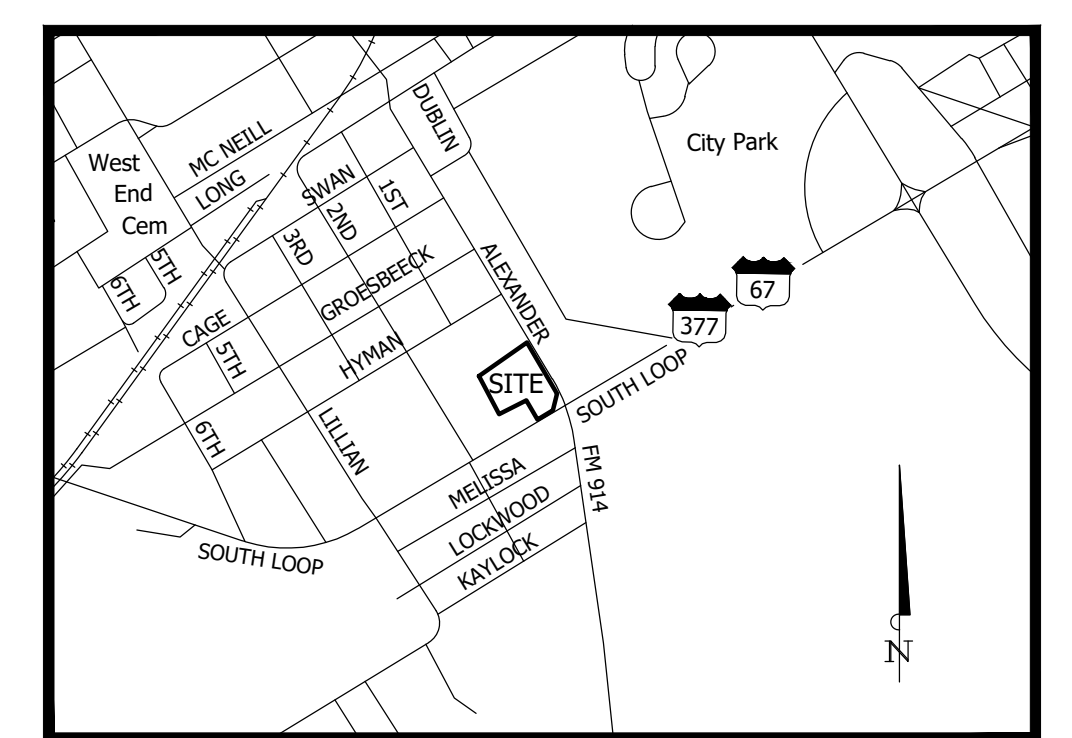


APPROVED AND ACCEPTED:

DIRECTOR OF PLANNING AND BUILDING

ATTEST, CITY SECRETARY

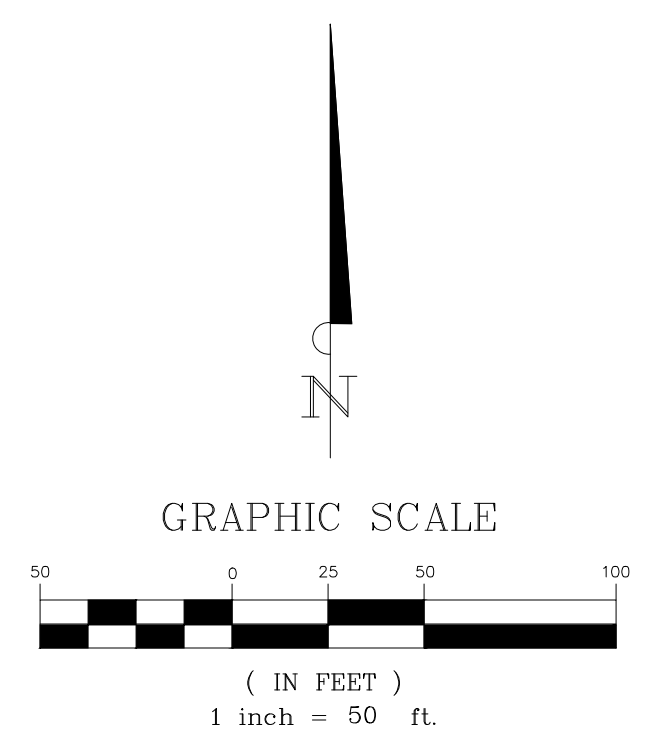
DATE:



VICINITY MAP
NOT TO SCALE
STEPHENVILLE, TEXAS

GENERAL NOTES:

- All bearings shown herein are Texas Coordinate System, NAD83 (CORS), Texas North Central Zone (4202). All distances shown herein are surface distances.
- According to surveyor's interpretation of information shown on the National Flood Insurance Program (NFIP) "Flood Insurance Rate Map" (FIRM), Community Panel No. 48143C0430D, dated November 16, 2011. The property appears to lie within Zone "X" and the entire property lies within a "Areas determined to be outside the 0.2% annual chance floodplain" zone as defined by the U.S. Department of Housing and Urban Development, Federal Insurance Administration, or the Federal Emergency Management Agency.
- The above referenced "FIRM" map is for use in administering the "NFIP"; it does not necessarily show all areas subject to flooding, particularly from local sources of small size, which could be flooded by severe, concentrated rainfall coupled with inadequate local drainage systems. There may be other streams, creeks, low areas, drainage systems or other surface or subsurface conditions existing on or near the subject property which are not studied or addressed as a part of the "NFIP".
- All lot corners shall be iron rods set (IRS) are 5/8-inch with a red plastic cap stamped "RPLS 4838", unless otherwise noted.



REPLAT

LOT 39 AND LOT 40, BLOCK 35
SOUTH SIDE ADDITION

BEING Lot 22, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 233 A, Plat Records, Erath County, Texas, and Lot 27, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 251 B, Plat Records, Erath County, Texas, and Lot 38, Block 35, South Side Addition, an addition to the City of Stephenville, Erath County, Texas, recorded in Cabinet A, Slide 131 A, recorded in Plat Records, Erath County, Texas

1 Lot
Preparation Date: September 2020
SHEET 1 OF 1

ENGINEER / SURVEYOR:
BANNISTER ENGINEERING, LLC
240 NORTH MITCHELL ROAD
MANSFIELD, TEXAS 76063
CONTACT: MICHAEL DAVIS, RPLS
PHONE: 817-842-2094
Mike@bannistereng.com

OWNERS / DEVELOPERS:
PEKD REAL ESTATE PARTNERS
&
PEKD
PO BOX 1294
STEPHENVILLE, TEXAS 76401

Stephenville TEXAS

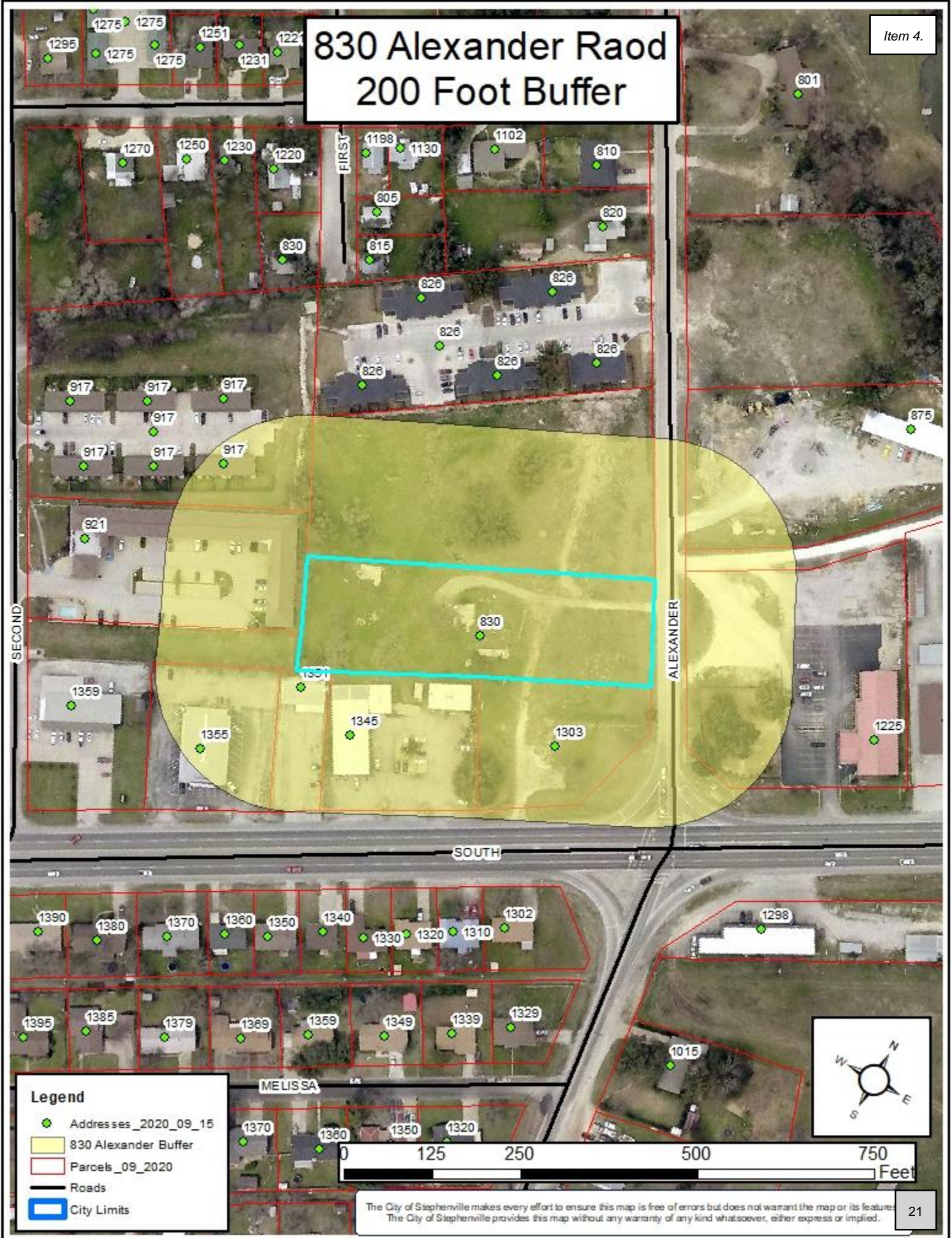
BANNISTER ENGINEERING

240 North Mitchell Road | Mansfield, TX 76063 | 817.842.2094 | 817.842.2095 fax
TBPLS REGISTRATION NO. 10193823 PROJECT NO.: 9069-20-002

LEGEND

N	NORTH
S	SOUTH
E	EAST
W	WEST
°	DEGREES
'	MINUTES/FEET
"	SECONDS/INCHES
D.R.E.C.T.	DEED RECORDS ERATH COUNTY, TEXAS
P.R.E.C.T.	PLAT RECORDS ERATH COUNTY, TEXAS

830 Alexander Road 200 Foot Buffer



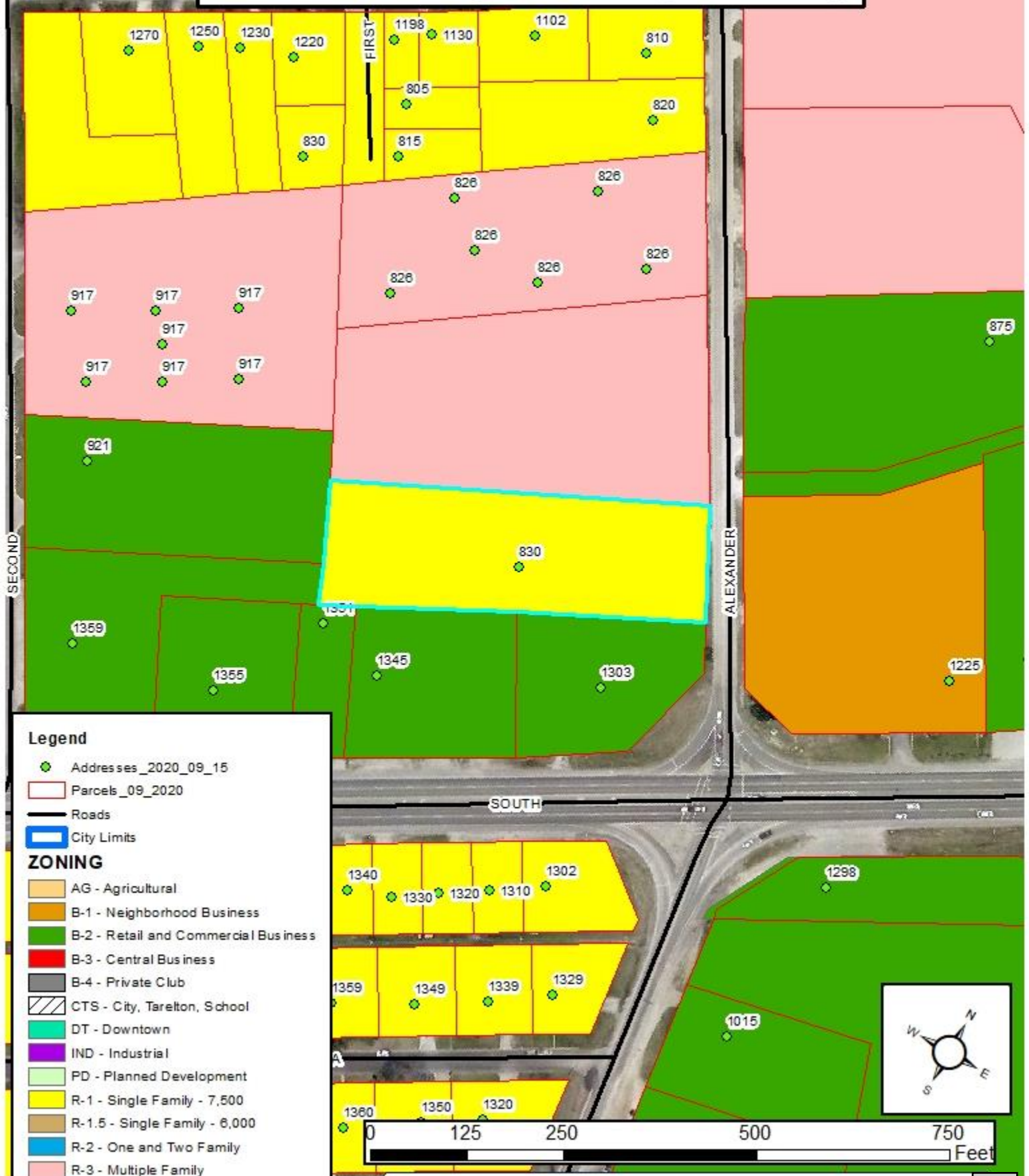
Legend

- Address es_2020_09_15
- 830 Alexander Buffer
- Parcels_09_2020
- Roads
- City Limits

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

830 Alexander Road Current Zoning - R1 Single Family

Item 4.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

ZONING

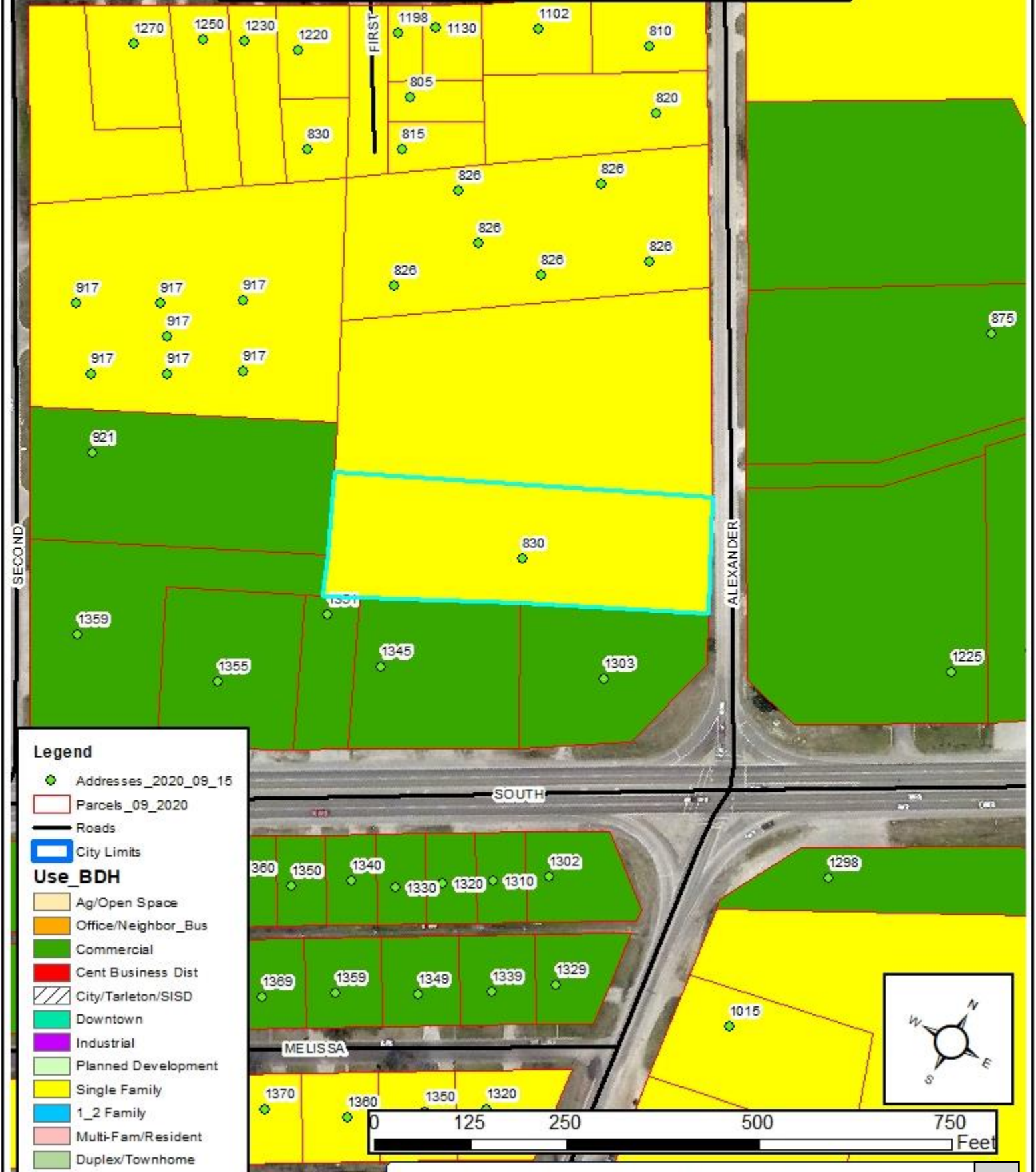
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One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



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

830 Alexander Road Future Land Use - Single Family

Item 4.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

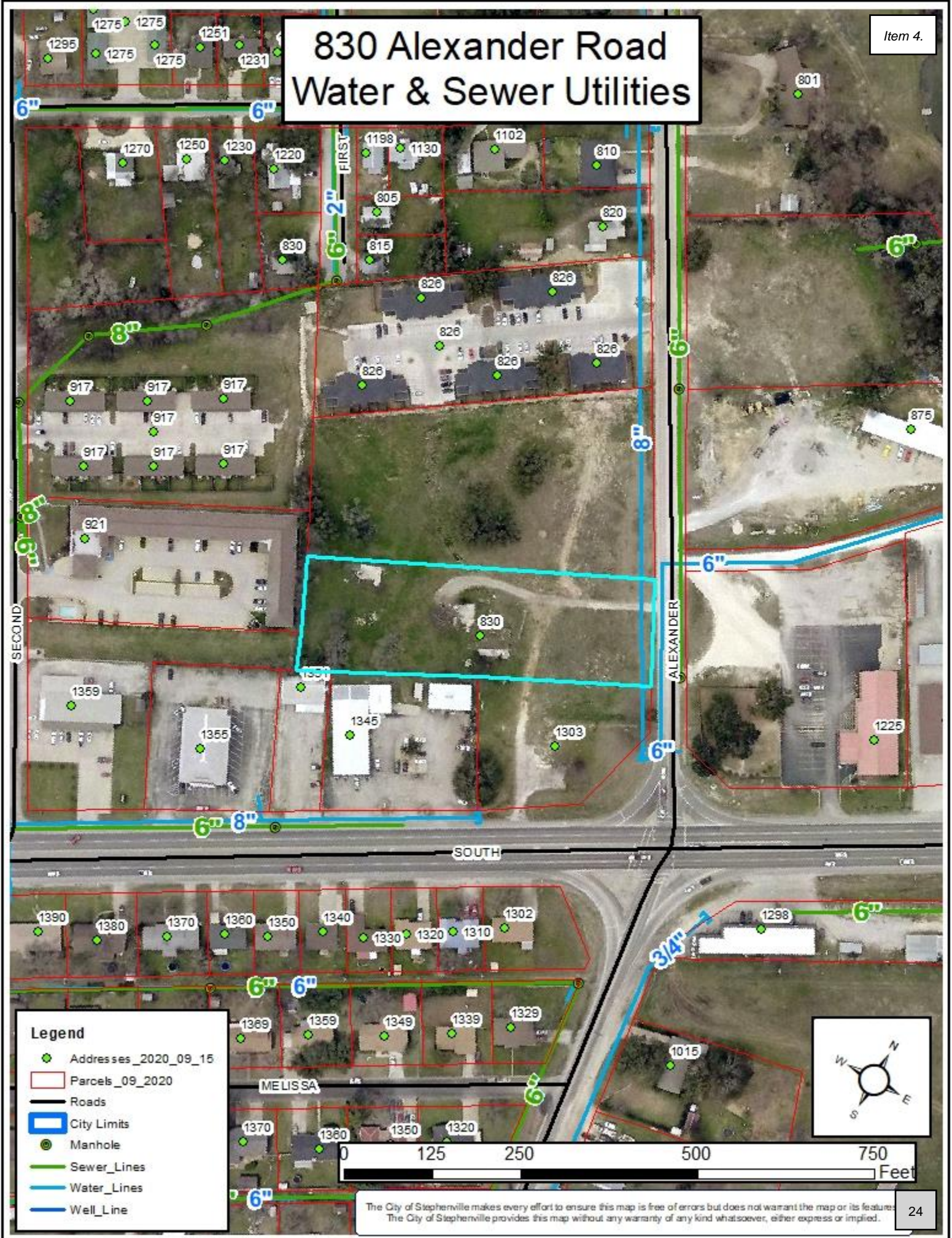
Use_BDH

- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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

830 Alexander Road Water & Sewer Utilities



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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

830 Alexander Road Addresses

Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip Code
R000066306	921 S SECOND AVE	921 HOSPITALITY INC	921 S SECOND	STEPHENVILLE	TX	76401
R000074977	826 ALEXANDER RD	BB TRANSITIONS LLC	PO BOX 1827	STEPHENVILLE	TX	76401
R000033806	917 S SECOND AVE	D818 LLC	PO BOX 1827	STEPHENVILLE	TX	76401
R000069124	0 ALEXANDER RD	ERATH COUNTY APPRAISAL DISTRICT	1195 W SOUTH LOOP	STEPHENVILLE	TX	76401-0000
R000065807	875 ALEXANDER RD	JOHNSON WAYNE BRADLEY	PO BOX 551	HICO	TX	76457
R000029755	1225 W SOUTH LOOP	MOMS WHO KNOW INC	1225 W SOUTH LOOP	STEPHENVILLE	TX	76401
R000063404	1359 W SOUTH LOOP	OUTPOST INVESTMENTS LLC	693 CR501	STEPHENVILLE	TX	76401
R000033800	1303 W SOUTH LOOP	PEKD A GENERAL PARTNERSHIP	PO BOX 1294	STEPHENVILLE	TX	76401
R000033805	830 ALEXANDER RD	PEKD REAL ESTATE PARTNERS	PO BOX 1294	STEPHENVILLE	TX	76401
R000074978	0 ALEXANDER RD	PEKD REAL ESTATE PARTNERS	PO BOX 1294	STEPHENVILLE	TX	76401
R000033801	1351 W SOUTH LOOP	QUIRL ALMA	PO BOX 854	STEPHENVILLE	TX	76401
R000033802	1355 W SOUTH LOOP	TANNER JIMMY & JILL COOPER TANNER	6182 FM2303	STEPHENVILLE	TX	76401
R000045878	1345 W SOUTH LOOP	TRUSS TRAVIS	1345 W SOUTH LOOP	STEPHENVILLE	TX	76401-0000



STAFF REPORT

SUBJECT: Case No.: RZ2020-011
 Applicant Marc Pace is requesting a rezone of property located at 422 S Lillian, Lot 5, 6, 7, and 8, Block 8, of the South Side Addition, to the City of Stephenville, Erath County, Texas, from (I) Industrial to (PD) Planned Development.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

The Comprehensive Plan for future land use designates this property to be R-3, Multiple Family. Therefore, the request does not comply with the Comprehensive Plan.

The applicant requested a rezone to (PD) Planned Development, but, was agreeable to (R-3) Multifamily zoning upon receiving information that his project would be qualify as a permitted use under such zoning.

On October 21, the Planning and Zoning Commission convened and by a vote of 5 to 1, recommended that the City Council approve the zoning request from (I) Industrial to (R-3) Multifamily.

BACKGROUND:

APPLICANT REQUEST:

1. Applicant requests a zoning change for Planned Unit Development to allow for the development and construction of Townhome structures to be sold individually. The estimated price point is \$200K or less.
2. If approved, several mobile homes will be removed which are currently located in a legal, non-conforming mobile home park.

CURRENT ZONING:

(I) Industrial

FUTURE LAND USE:

(R-3) Multi Family

DESCRIPTION

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. 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 three 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 three 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) Multiple family dwellings, with each family limited as in division (1) above;
- (6) Assisted living center;
- (7) Convalescent, nursing or long term-care facility;
- (8) Retirement housing complex;
- (9) Accessory buildings;
- (10) Churches, temples, mosques and related facilities;
- (11) Community home;
- (12) Park or playground;
- (13) SISD school—public;
- (14) Bed and breakfast/boarding house;
- (15) Group day care home;
- (16) Registered family home;
- (17) Day care center; and
- (18) 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.

Sec. 154.08. - Planned development district **(PD)**.

8.A Description.

(1) Planned development districts are designed for greater flexibility and discretion in the application of residential and non-residential zoning and for increased compatibility and the more effective mitigation of potentially adverse impacts on adjacent land than is possible under standard district regulations. It is recognized that it is desirable for certain areas of the city to be developed in accordance with development plans prepared and approved as a part of the ordinance authorizing the zoning necessary for the proposed development.

(2) Improvements in a "PD" District are subject to conformance with a development plan approved by the City Council on Planning and Zoning Commission recommendation and after public hearing thereon. No development plan may increase gross density in excess of that allowed by the base district.

8.B Permitted Uses.

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

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

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

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

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;
- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;
- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and

(7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

8.C Prohibited Uses.

(1) Any building erected or land used for other than the use shown on the Planned Development Site Plan, as approved by the City Council.

(2) Any use of property that does not meet the required minimum lot size; front, side and rear yard dimensions; and/or lot width, or exceeds the maximum height, building coverage or density per gross acreage as shown in the development's recorded Planned Development Site Plan, as approved by City Council.

(3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

8.D Ownership.

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

8.E Development Schedule.

(1) An application for a Planned Development District shall be accompanied by a development schedule indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule, adopted and approved by the City Council, shall become part of the Planned Development Ordinance and shall be adhered to by the owner, developer and their assigns of successors in interest.

(2) Annually, upon the anniversary date, or more frequently if required, the developer shall provide a written report to the Planning and Zoning Commission concerning the actual development accomplished as compared with the development schedule.

(3) The Planning and Zoning Commission may, if in its opinion the owner or owners of the property are failing or have failed to meet the approved development schedule, initiate proceedings to amend the Official Zoning map or the Planned Development District by removing all or part of the Planned Development District from the Official Zoning Map and placing the area involved in another appropriate zoning district. After the recommendation of the Planning and Zoning commission and for good cause shown by the owner and developer, the City Council may extend the development schedule as may be indicated by the facts and conditions of the case.

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

8.G Concept Plan. The applicant for any *PD* Planned Development shall submit a concept plan to the Planning and Zoning Commission for review prior to submitting a Development Plan. The concept plan shall contain appropriate

information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

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

8.I Approval Procedures.

(1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.

(2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.

(3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.

(4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.

(5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:

- (a) A change in the character of the development;
- (b) An increase in the gross floor areas in structures;
- (c) An increase in the intensity of use;
- (d) A reduction in the originally approved separations between buildings;
- (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
- (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
- (g) A reduction in the originally approved setbacks from property lines;
- (h) An increase in ground coverage by structures;
- (i) A reduction in the ratio of off-street parking and loading space; and
- (j) A change in the size, height, lighting or orientation of originally approved signs.

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

8.J Development Plan Requirements.

The development plan submitted in support of a request for development plan approval shall contain sufficient information delineating the characteristics of the site, changes in those characteristics as may be proposed by the development, how the development will relate to public services and facilities and what protection features are included to insure that the development will be compatible with existing and allowable development on adjacent property. The development plan shall show at least the following items of information:

- (1) The location of all existing and planned non-single-family structures on the subject property;
- (2) Landscaping lighting and/or fencing and/or screening of common areas;
- (3) General locations of existing tree clusters, providing average size and number and indication of species;
- (4) Location and detail of perimeter fencing if applicable;
- (5) General description/location of ingress and egress with description of special pavement treatment if proposed;
- (6) Off-street parking and loading facilities, and calculations showing how the quantities were obtained for all non single-family purposes;
- (7) Height of all non-single-family structures;
- (8) Proposed uses;
- (9) Location and description of subdivision signage and landscaping at entrance areas;
- (10) Street names on proposed streets;
- (11) Proposed minimum area regulations including, set-backs, lot-sizes, widths, depths, side-yards, square footage or residential structures;
- (12) Indication of all development phasing and platting limits; and
- (13) Such additional terms and conditions, including design standards, as the Planning and Zoning Commission and the City Council deem necessary.

8.K Conditions for Development Plan Approval.

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
 - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;
 - (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;
 - (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
 - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;

(e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;

(f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.

(2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

8.L Additional Conditions.

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

8.M Revocation.

(1) Approval of a development plan may be revoked or modified, after notice and hearing, for either of the following reasons:

(a) Approval was obtained or extended by fraud or deception; or

(b) That one or more of the conditions imposed by the City Council on the development plan has not been met or has been violated.

(2) Development controls:

(a) The City Council may impose more restrictive requirements than those proposed in the development plan in order to minimize incompatibilities;

(b) A "PD" District shall have a minimum lot area of not less than one acre under unified control;

(c) The parking requirements of the Zoning Ordinance shall apply to all uses in the "PD" District unless otherwise specified on the development plan; and

(d) "PD" provisions may vary setbacks with approval.

WATER:

The property is served by a 12" city water main on Lillian Street.

SEWER:

The property currently is served by a 12" sanitary sewer main located on Lillian Street and a 6" main along the South of the property.

STREET:

The property is served by city street

ZONING AND LAND USE:

Location	Zoning	Future Land Use
Subject Site	Industrial	Multi family
North	Industrial	Multi family
South	Multi family	Multi family
East	Multi family	Multi family
West	Industrial	Multi family

FACTORS TO CONSIDER:

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

ALTERNATIVES

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.
- 2) Modify the recommendation of the Planning and Zoning Commission and approve the rezoning request designating an alternate classification.
- 3) Deny the request for rezoning.

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

1. **APPLICANT/OWNER:** BROWN PACE DEVELOPMENT CO., LLC
First Name _____ Last Name _____
- ADDRESS:** 819 OLD ANNETTA RD. 817-501-9812
Street/P.O. Box _____ Phone No. _____
- ALZOO TX 76008
City _____ State _____ Zip Code _____
2. **PROPERTY DESCRIPTION:** 422 S. LILLIAN ST.
Street Address _____
3. **LEGAL DESCRIPTION:** TRACT 1: 5, 6, 7, 8 8 SOUTH SIDE ADD.
Lot(s) _____ Block(s) _____ Addition _____
- TRACT 2: LOTS 7 + 8, BLOCK 7, + TRACT 3: LOT 5, BLOCK 14, SOUTH SIDE
4. **PRESENT ZONING:** R3 MULTIFAMILY/MOBILE HOME
Zoning District _____ Title _____
- PROPOSED ZONING:** PLANNED DEVELOPMENT
Zoning District _____ Title _____
5. **APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:** I WOULD LIKE TO BE ABLE TO SELL INDIVIDUAL TOWNHOMES IN ORDER TO PROVIDE HOUSING FOR UNDER \$200,000.

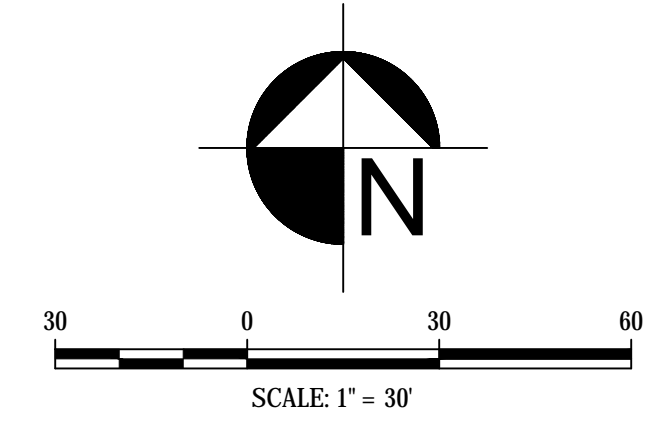
(Attach an additional sheet if necessary)

[Signature]
Signature of Applicant

9/15/2020
Date

Signature of City Official Received

Date Received



TOTAL UNITS: 55

7 & 5 UNIT TOWN HOMES - OPTION 4
 STEPHENVILLE, TEXAS



STAFF REPORT

SUBJECT: Case No.: SV2020-009

Applicant Bert Thompson with Mike's Westside Rental, is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 3130 W Washington, being Lot 2, Block 1, of the Excels Addition to the City of Stephenville, Erath County, Texas

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

The applicant is requesting this waiver due to the absence of sidewalks in the area and the complexity of construction due to drainage.

On October 21, the Planning and Zoning Commission convened and by a vote of 6 to 0 , recommended the City Council approve the sidewalk waiver request.

BACKGROUND:

Sec. 155.6.11. - Sidewalks.

A. Sidewalks and Pedestrian ways are required as a part of Subdivision Plat approval to help the City achieve the following:

1. Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan,
2. Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians,
3. Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and
4. Facilitate walking as a means of physical activity recognized as an important provider of health benefits.

B. Sidewalk Location and Design.

1. Sidewalks shall be constructed for both sides of all streets within the Subdivision.
2. Sidewalks shall be constructed along all lots adjoining dedicated streets, along Major Arterial/Thoroughfare Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walkways are necessary.
3. Routing to clear poles, trees or other obstacles shall be subject to City Administrator approval.
4. The Plat or Construction Plans shall show the location of all proposed sidewalks and shall state at what stage of the project they will be constructed.

5. All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.

C. Sidewalk General Construction.

- 1. Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches.
- 2. Sidewalks along Major Arterial/Thoroughfare Streets shall be no less than six feet (6') in width.
- 3. Sidewalks adjacent to screening and retaining walls shall be five (5') feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.
- 4. Sidewalks shall be constructed one foot (1') from the property line within the street or Major Arterial/Thoroughfare Street Right-of-Way and shall extend along the full street frontage including both sides of corner lots and block ends.
- 5. Construction of sidewalks adjacent to curbs will be considered where driveway entrances are constructed from the rear of lots on each side of the street for the full length of the block or where mountable curbs are installed. In these instances, the sidewalks shall be a minimum of five feet (6') wide.
- 6. Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed with the other improvements to the Subdivision.

D. Sidewalks in Nonresidential Areas. Sidewalks in nonresidential areas shall be a minimum width of five feet (6') or extend from the back of the curb to the building line as required by the City.

CURRENT LAND USE:

Retail and Commercial (B-2).

COMPREHENSIVE PLAN FUTURE LAND USE:

Commercial.

WATER

The property is served by a 12" city water main on Peach Orchard.

SEWER

The property is served by a 8" sanitary sewer main on the south side of the property on Peach Orchard.

STREETS

The property has frontage on both Washington and Peach Orchard.

Zoning and Land Use

Location	Current Zoning	Future Land Use
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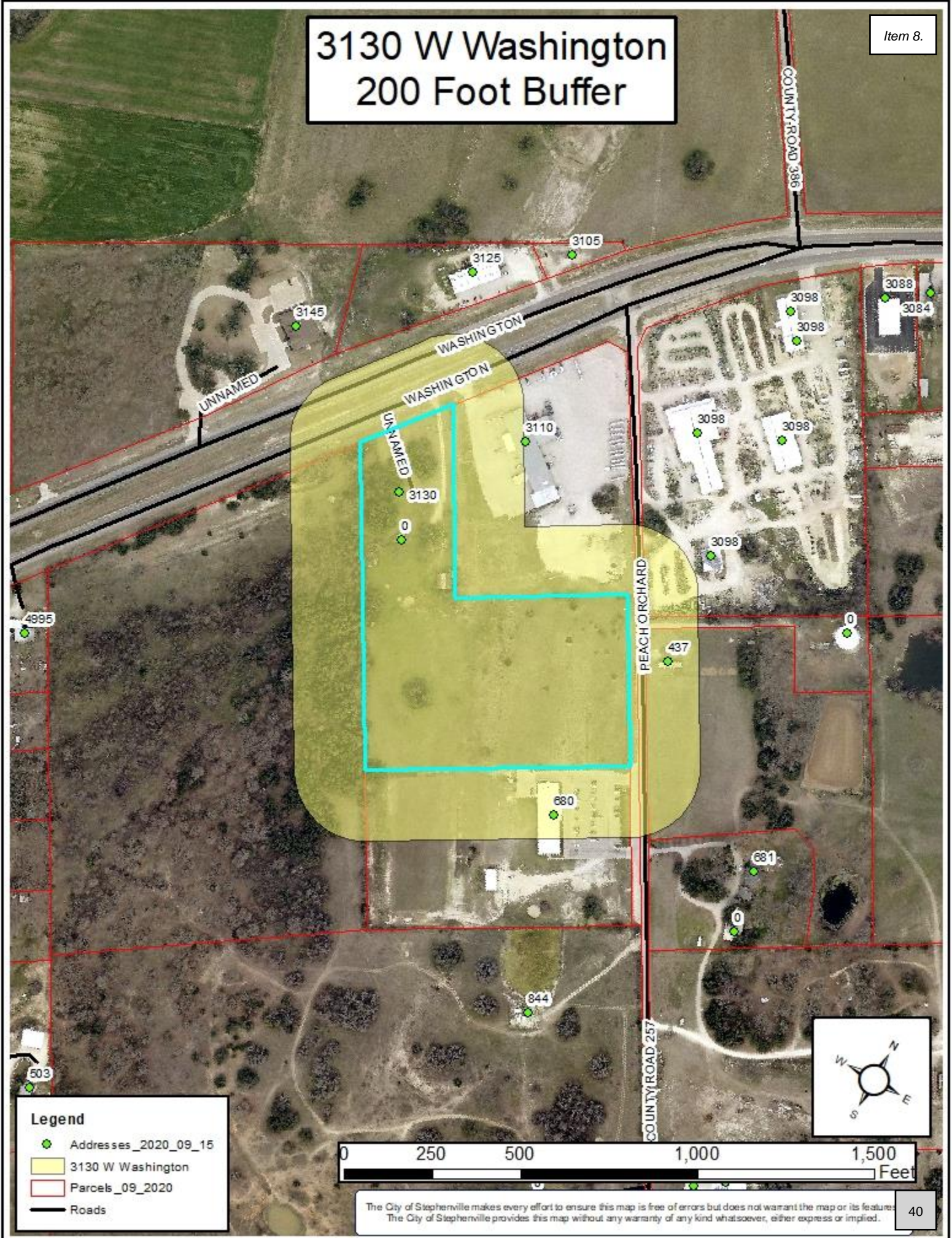
Subject Site	Retail and Commercial (B-2)	Commercial
North	Retail and Commercial (B-2)	Commercial
South	Retail and Commercial (B-2)	Commercial
East	Ag	Commercial
West	Retail and Commercial (B-2)	Commercial

ALTERNATIVES

Subdivision Waiver Decision

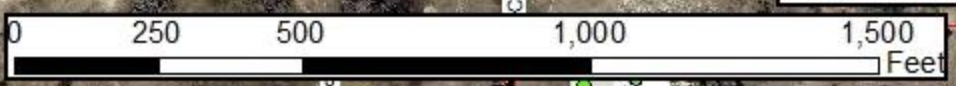
- a. Accept the recommendation of the Planning and Zoning Commission and deny waiver request.
- b. Approve the waiver request.

3130 W Washington 200 Foot Buffer



Legend

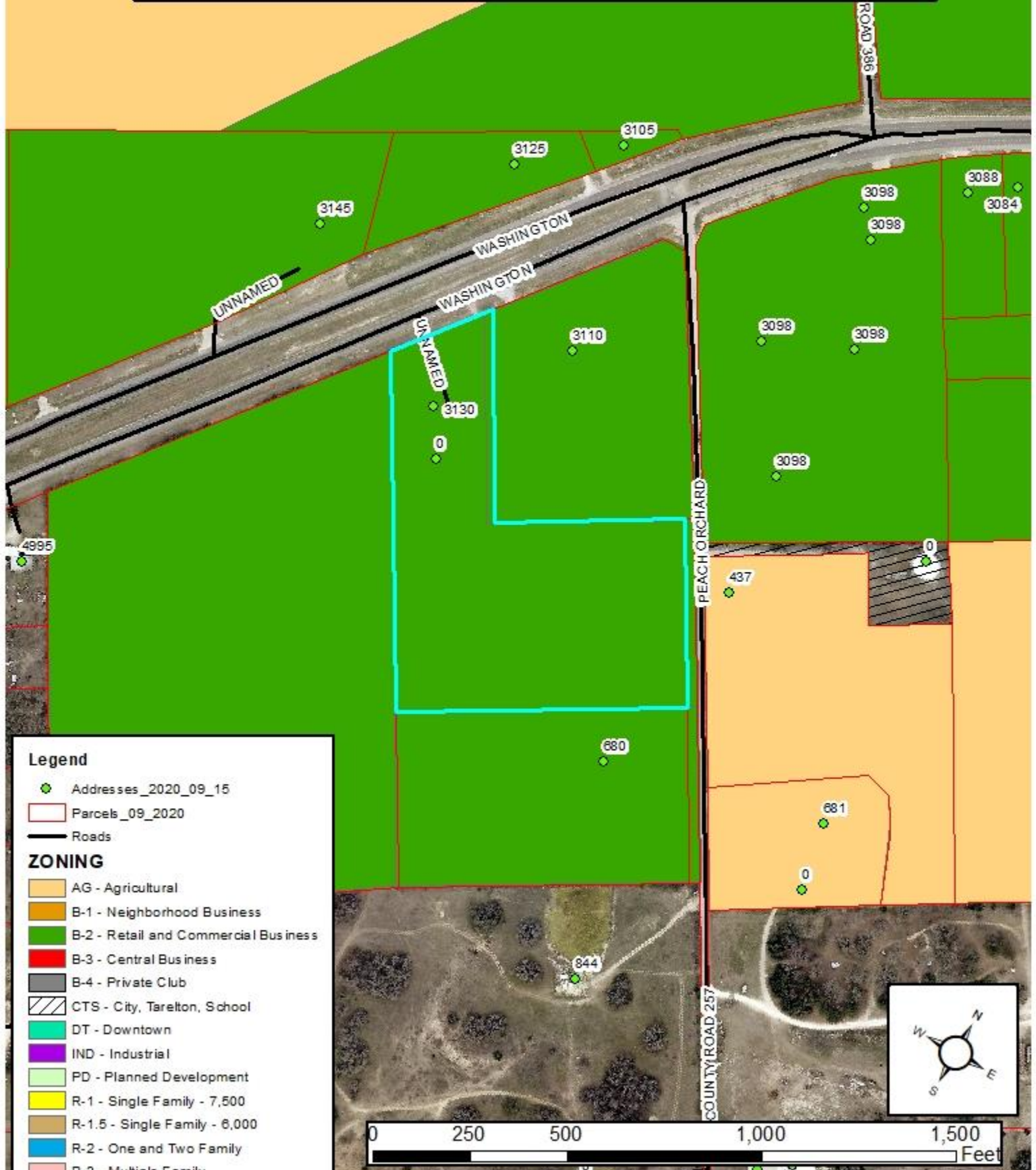
- Addresses_2020_09_15
- 3130 W Washington
- Parcels_09_2020
- Roads



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

3130 W Washington Current Zoning - B2 Retail & Commercial

Item 8.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads

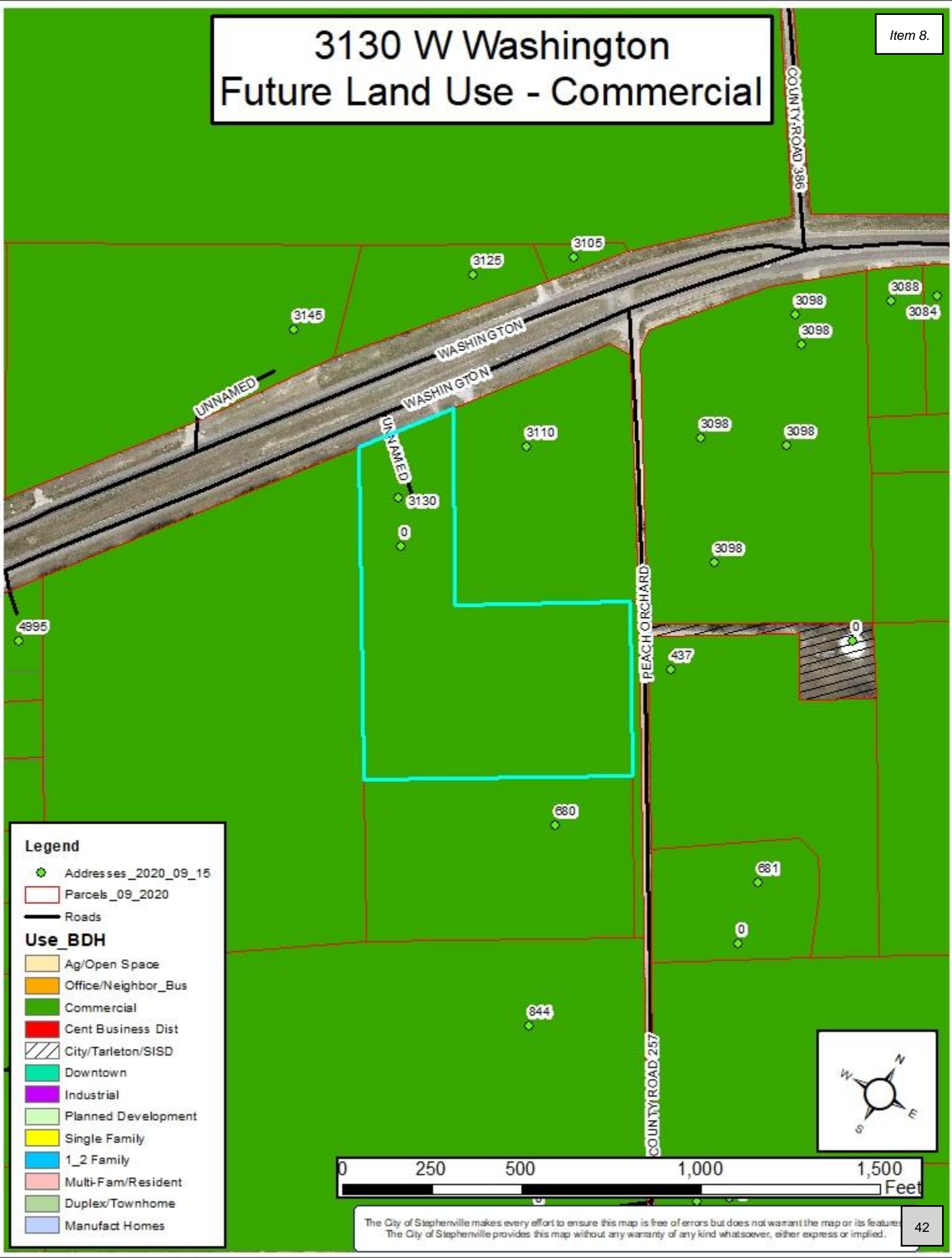
ZONING

- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, 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-3 - Multiple Family
- RE - Single Family - 1 Acre

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3130 W Washington Future Land Use - Commercial

Item 8.



Legend

- ◆ Addresses_2020_09_15
- Parcels_09_2020
- Roads

Use_BDH

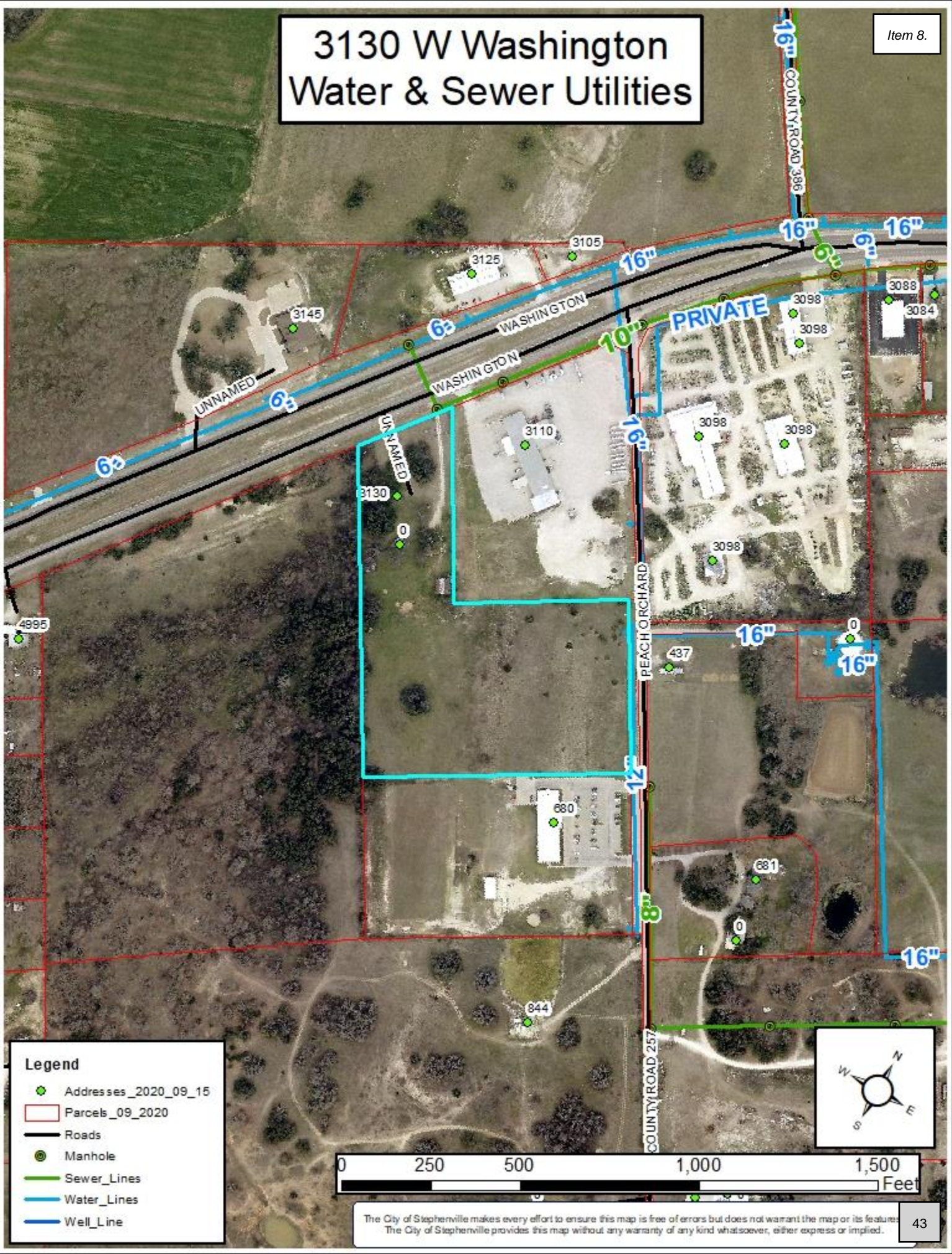
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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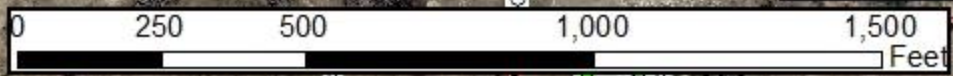
3130 W Washington Water & Sewer Utilities

Item 8.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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3130 W Washington Addresses

Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip Code
R000023875	3098 W WASHINGTON	BAR TO-LO INC	PO BOX 1197	STEPHENVILLE	TX	76401-0000
R000040205	401 CR257	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000023842	3110 W WASHINGTON ST	DR PROPERTIES LTD	8755 HWY 87 E	SAN ANTONIO	TX	78263
R000072737	680 PEACH ORCHARD RD	ERATH EXCELS ACADEMY INC	680 CR257	STEPHENVILLE	TX	76401-4903
R000069137	437 PEACH ORCHARD RD	FREELS RITA	681 PEACH ORCHARD RD	STEPHENVILLE	TX	76401
R000023789	3130 W WASHINGTON ST	GKS REAL ESTATE INVESTMENTS LLC	1837 SPINNAKER LN	AZLE	TX	76020
R000071287	1038 CR257	HARRIS THOMAS MITCHEL & PATRICIA EDWARDS	418 CR571	EASTLAND	TX	76448

PLANNING AND ZONING COMMISSION APPLICATION


1. APPLICANT/OWNER: Bert Thompson
First Name Last Name
- ADDRESS: 1837 Spinnaker Ln Bert Thompson
Street/P.O. Box Phone No
- Azle Texas 76020
City State Zip Code
2. PROPERTY DESCRIPTION: 3130 W. Washington St, Stephenville, Texas 76401
Street Address
3. LEGAL DESCRIPTION: Lot 2 Block 1 Excels Addition
Lot(s) Block(s) Addition
4. PRESENT CODES: The Zoning Code of the City of Stephenville, Texas XV - Land Usage
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

- () FOR INTERPRETATION of the meaning or intent of the Zoning Ordinance.
- () A WAIVER from the literal enforcement of the Sub-Division Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:
A waiver from Section 155.6.11 which requires the construction of sidewalks along major arterial streets where lots do not adjoin the street. The request is based on the absence of similar sidewalks in the vicinity of the development (the nearest being approximately 0.98 miles, or 5182 feet away), and the difficulty involved in building the sidewalk due to drainage.

(Attach an additional sheet if necessary).


Signature of Applicant

9/24/2020
Date


Signature of City Official Received

09/24/2020
Date Received by
Community Dev. Dept.

Stephenville Planning & Zoning Commission



Wednesday, October 21, 2020

Case No.: SV2020009

Point of Clarification - While Bert Thompson is the applicant and owner of Mike's Westside Rental, MWR is not requesting this variance. GKS Real Estate Investments, LLC is the developer of this project and is making this request for the variance. Bert Thompson is President of GKS.

Reasons for requesting this variance

1. Headed East from 3130 W. Washington, the nearest sidewalk on W. Washington is 1.5 miles away, located in front of Saint-Gobain Abrasives.
 - a. The next closest sidewalk is located at Tarleton State University
2. Headed West from 3130 W. Washington, there is no sidewalk on W. Washington

Reasons for requesting this variance cont'd

There have been 4 new construction developments on W. Washington, west of NW loop since Mike's Westside Rental opened at its current location - 3030 NW Loop. None of these 4 projects have a sidewalk.

- Captain D's
- Burger King
- Saddle Rags Western Store
- Hunter Collision

Saddle Rags facing East

Item 8.



Saddle Rags facing West

Item 8.



Hunter Collision facing East



Reasons for requesting this variance cont'd

Unfavorable Site Conditions at 3130 W. Washington

- Steep incline on easement
- Bar ditch drainage
- Fiber optic & sewer utilities

3130 W Washington - Unfavorable Site Conditions



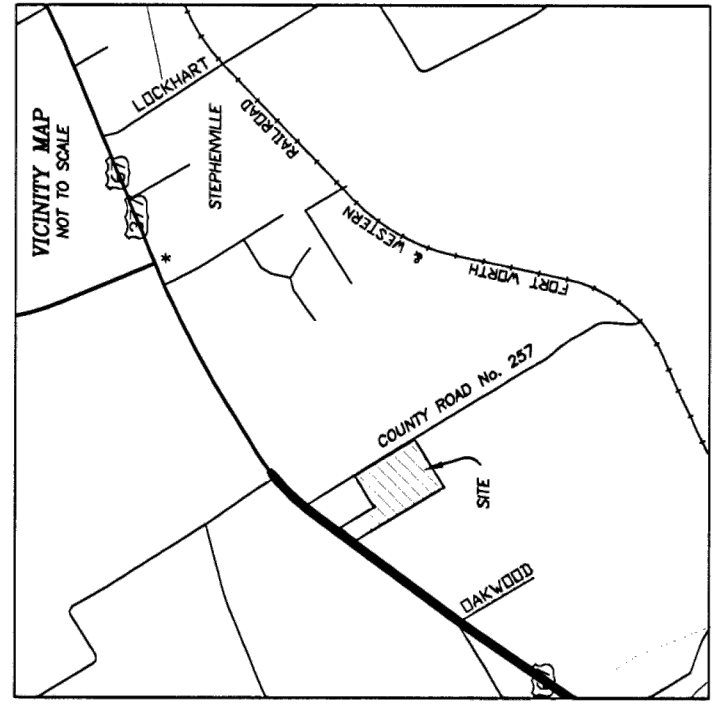
3130 W. Washington - Neighbors with no sidewalks



Conclusion

GKS Real Estate Investments, LLC respectfully requests the Planning & Zoning Commission grant our sidewalk variance request based on the following:

1. Sidewalks are not present in this area for both older, established developments as well as recently constructed developments.
2. Site conditions are extremely unfavorable thus producing several expensive mitigations needed before a sidewalk can be constructed.
3. In our original plan, GKS has offered a 50' ROW to the City on the westside of the property, at no charge for their future road development.

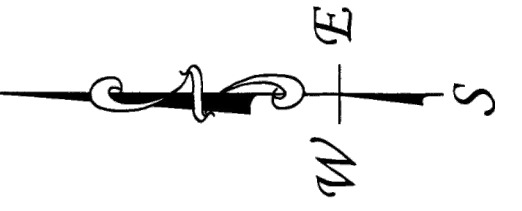
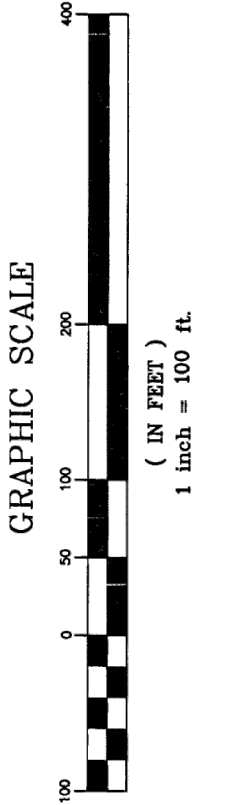
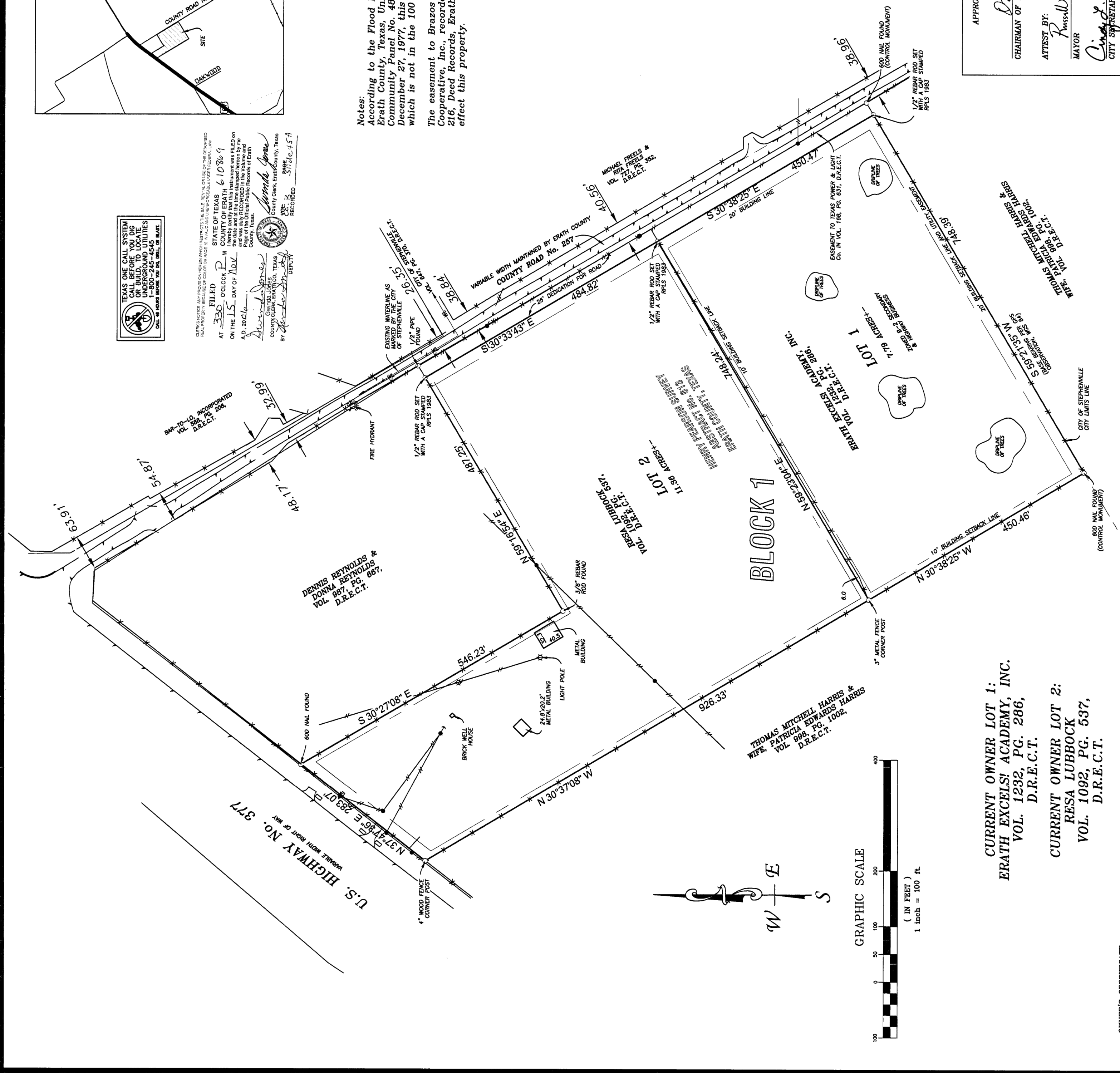


Notes: According to the Flood Insurance Rate Map for Erath County, Texas, Unincorporated Area, Community Group No. 480218 0009 A, dated 05/27/2019, the site is in Flood Zone X, which is not in the 100 year flood zone.

The easement to Brazos River Transmission Cooperative, Inc., recorded in Volume 281, Page 216, Deed Records, Erath County, Texas, does not affect this property.



FILED AT 3:30 P.M. OCTOBER 16, 2019. COUNTY CLERK, ERATH COUNTY, TEXAS.



LEGEND table with symbols for concrete, asphalt pavement, overhead utility lines, fence, easement, and other features.

APPROVED AND ACCEPTED: [Signature] CHAIRMAN OF PLANNING & ZONING. ATTEST BY: [Signature] MAYOR. DATE: 10/08/2019.

Sketch Showing: Erath County, Texas, Unincorporated Area, Community Group No. 480218 0009 A, dated 05/27/2019, which is not in the 100 year flood zone.

Beginning at a 1/2" rebar rod set with a cap stamped RPLS 1983 in the southwest line of a 20 foot dedication for County Road No. 257, which is S 30° 33' 34.2" W, 20.0 feet from a 60d nail found (control monument) for the southeast corner of a tract of land described in the deed to Thomas Mitchell Harris and wife, Patricia Edwards Harris, recorded in Volume 896, Page 1082, Deed Records, Erath County, Texas.

Thence S 69° 21' 35" W, base bearing per GPS Observation, (GS 84), 746.89 feet along a common line between the Erath Excels! Academy, Inc. Tract south corner of the Erath Excels! Academy, Inc. Tract and the south corner of the Erath Excels! Academy, Inc. Tract, same being the south corner of the Lubbock Tract.

Thence N 30° 27' 08" W, 459.49 feet along a common line between the Erath Excels! Academy, Inc. Tract and the south corner of the Erath Excels! Academy, Inc. Tract, same being the south corner of the Lubbock Tract.

Thence S 30° 27' 08" W, 426.33 feet along the common line between the Lubbock Tract and the Harris Tract to a 4" wood fence corner post in the southeast line of U.S. Highway No. 377 for the west corner of the Lubbock Tract.

Thence N 37° 47' 35" W, 292.07 feet along the southeast line of U.S. Highway 377 between the deed to Dennis Reynolds and Donna Reynolds, recorded in Volume 967, Page 867, Deed Records, Erath County, Texas.

Thence S 89° 58' 54" W, 487.25 feet along a common line between the Lubbock Tract and the Reynolds Tract to a 1/2" rebar rod set with a cap stamped RPLS 1983 in the southwest line of a 20 foot dedication for County Road No. 257.

Thence S 30° 33' 34.2" W, 464.62 feet along the southeast line of said 20' dedication to a 1/2" rebar rod set with a cap stamped RPLS 1983; and containing 19.04 acres.

FINAL PLAT SHOWING: LOT 1 and 2, BLOCK 1 EXCELS! ADDITION

AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS, BEING A REVISION OF A TRACT OF LAND SITUATED IN THE HENRY PEARSON SURVEY, ABSTRACT NO. 613, ERATH COUNTY, TEXAS, BEING THAT SAME TRACT OF LAND DESCRIBED IN THE DEED TO ERAITH EXCELS! ACADEMY, INC., RECORDED IN VOL. 1232, PG. 286 DEED RECORDS, ERATH COUNTY, TEXAS, AND THE REMAINDER OF A TRACT OF LAND DESCRIBED IN THE DEED TO RESA LUBBOCK, RECORDED IN VOLUME 1092, PAGE 537, DEED RECORDS, ERATH COUNTY, TEXAS

OWNERS CERTIFICATE FORM OF DEDICATION AND NOTARY

STATE OF TEXAS: COUNTY OF ERATH: RESA LUBBOCK, the sole owner of a tract of land situated in the Henry Pearson Survey, Abstract No. 613, Erath County, Texas, according to the deed recorded in Volume 1092, Page 537, Deed Records, Erath County, Texas.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: THAT, I, Resa Lubbock, do hereby adopt this plat designating the hereinabove described real property as Lot 2, Block 1, Excels! Addition, to the City of Stephenville, Erath County, Texas. I do hereby dedicate to the public (streets, alleys, parks) and easements shown thereon. The easements shown thereon are hereby reserved for the purposes as indicated. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over or across the easements shown, said easements being hereby reserved for the mutual use and accommodation of all public utilities.

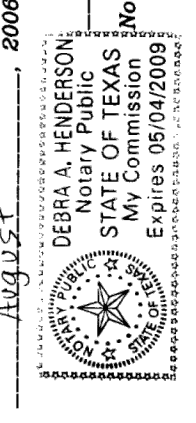
Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and at any maintenance and service required or ordinarily performed by that utility. The easements dedicated are for the specific use of installing water, sewer, electrical, telephone, or cablevision lines, and are not intended to be used for the collection of garbage or for the use of other vehicles in any manner. This plat approved subject to all existing ordinances, rules, regulations, resolutions of the City of Stephenville, Texas.

WITNESS my hand at Stephenville, Erath County, Texas this the 10th day of August, 2006.

BEFORE ME, the undersigned authority, on this day personally appeared Resa Lubbock, known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 10th day of August, 2006.

Notary Public, Erath County, Texas



Lenholder: [Signature]

OWNER'S CERTIFICATE: Conner Stevens, a registered professional land surveyor of the State of Texas, have plotted the above subdivision from an original survey of the land shown on the plat and that the points of curve have been properly marked on the ground, and that this plat correctly represents that survey made by me.

WITNESS my hand at Stephenville, Erath County, Texas this the 10th day of August, 2006.

BEFORE ME, the undersigned authority, on this day personally appeared Conner Stevens, known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 10th day of August, 2006.

Notary Public, Erath County, Texas



PLAT

Table with columns: NO., DESCRIPTION, DATE.

THE SURVEY/PLAT INFORMATION FOUND ON THIS SHEET WAS PROVIDED BY THE PROJECT SURVEYOR AND IS INCLUDED BY ME, OR UNDER MY RESPONSIBILITY, FOR SUPERVISION, FOR INFORMATIONAL PURPOSES BHB, INC. TX, REGISTERED FIRM F-00044 ENGINEER: SHANNON L. NAVE, P.E., CFM TEXAS LICENSE NO: 89415 DATE: FEBRUARY 13, 2020

PROJECT NUMBER: 2019.810.050 DATE: 02-17-2020 DRAWN BY: JPM DESIGN BY: JPM CHECKED BY: SLN

SHEET C2.0

PLAT BY OTHERS FINAL DRAFT

MIKES WESTSIDE UTILITY & EQUIPMENT RENTAL 3130 WEST WASHINGTON STREET STEPHENVILLE, TEXAS

BBAIRD, HAMPTON & BROWN engineering and surveying 943 Hilltop Drive, Weatherford, TX 76086 mail@bhbc.com • 817.536.7515 • bhbc.com TBPE Firm #44 • TBPLS FRM #10194146

BHB
BAIRD, HAMPTON & BROWN
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**MIKES WESTSIDE
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OVERALL SITE PLAN

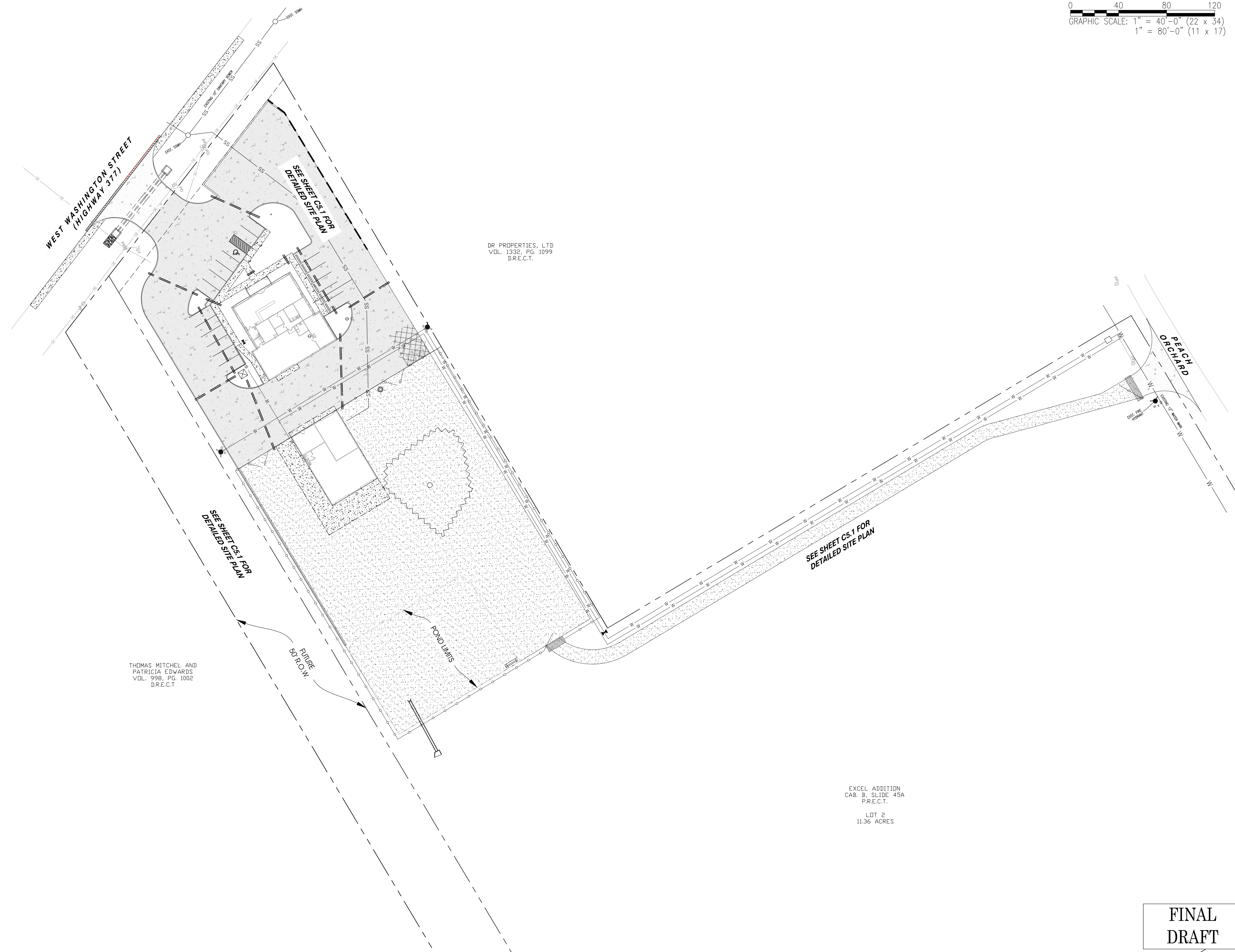
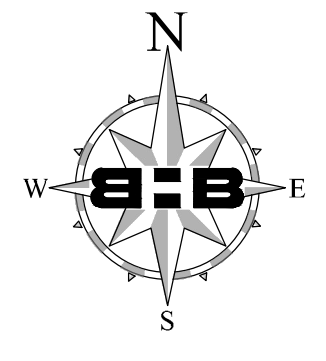
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 TX REGISTERED FIRM F-00044
 ENGINEER: SHANNON L. NAVE,
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 DATE: FEBRUARY 17, 2020

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 DATE: 02-17-2020 DRAWN BY: JPM
 DESIGN BY: JPM CHECKED BY: SLN

SHEET
C5.0

0 40 80 120
 GRAPHIC SCALE: 1" = 40'-0" (22 x 34)
 1" = 80'-0" (11 x 17)



EXCEL ADDITION
 CAB. B, SLIDE 45A
 P.R.E.C.T.
 LOT 2
 11.36 ACRES

**FINAL
 DRAFT**

3/04/2020 3:28PM F:\2019\1910\050 - Mikes Westside Stephenville\CADD\2019.810.050_CD-OVERALL SITE PLAN.dwg OVERALL SITE PLAN

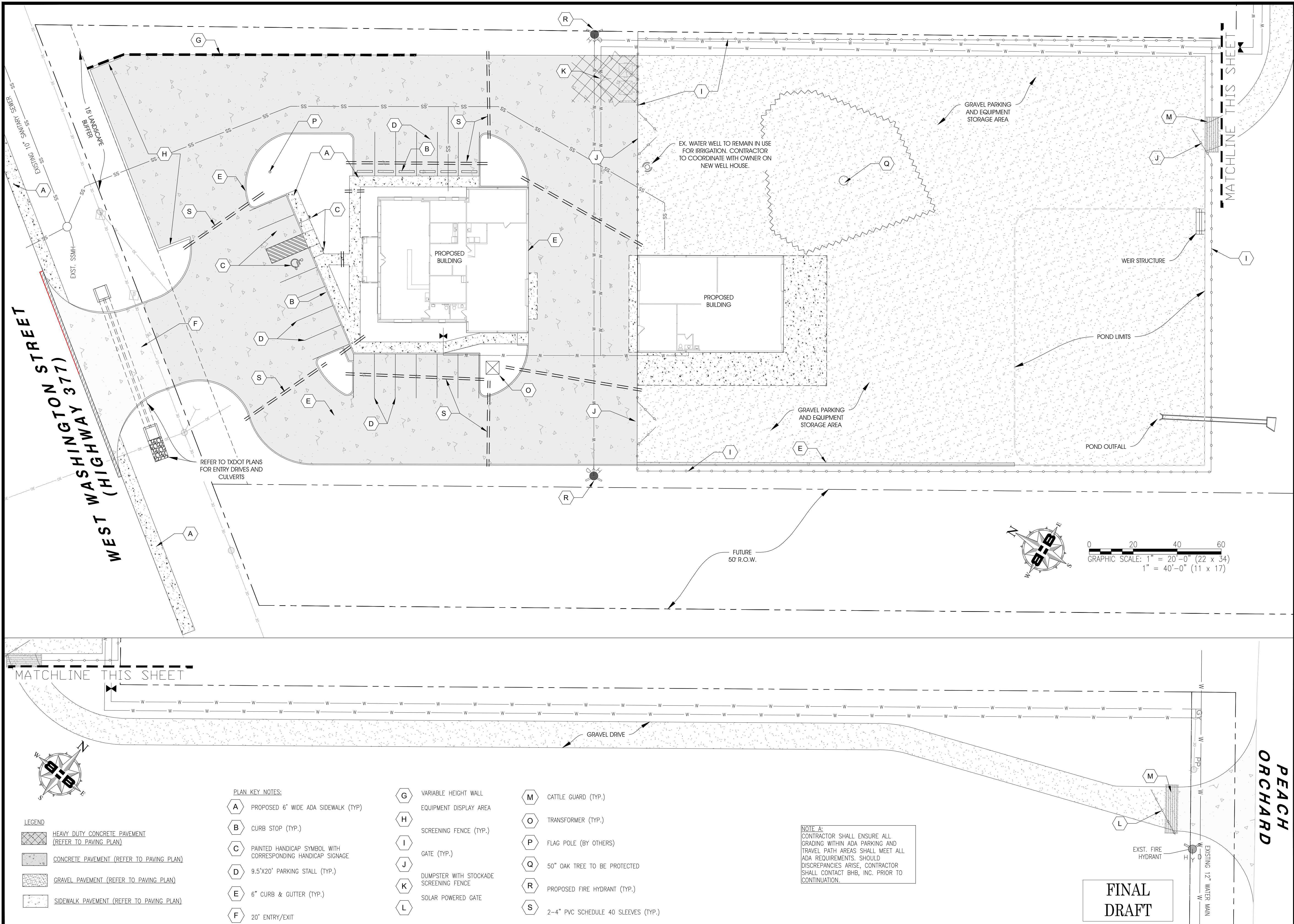
DETAILED SITE PLAN

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SHEET
C5.1



**WEST WASHINGTON STREET
 (HIGHWAY 377)**

**PEACH
 ORCHARD**

- LEGEND**
- HEAVY DUTY CONCRETE PAVEMENT (REFER TO PAVING PLAN)
 - CONCRETE PAVEMENT (REFER TO PAVING PLAN)
 - GRAVEL PAVEMENT (REFER TO PAVING PLAN)
 - SIDEWALK PAVEMENT (REFER TO PAVING PLAN)

- PLAN KEY NOTES:**
- A** PROPOSED 6' WIDE ADA SIDEWALK (TYP.)
 - B** CURB STOP (TYP.)
 - C** PAINTED HANDICAP SYMBOL WITH CORRESPONDING HANDICAP SIGNAGE
 - D** 9.5'x20' PARKING STALL (TYP.)
 - E** 6" CURB & CUTTER (TYP.)
 - F** 20' ENTRY/EXIT
 - G** VARIABLE HEIGHT WALL
 - H** EQUIPMENT DISPLAY AREA
 - I** SCREENING FENCE (TYP.)
 - J** GATE (TYP.)
 - K** DUMPSTER WITH STOCKADE SCREENING FENCE
 - L** SOLAR POWERED GATE
 - M** CATTLE GUARD (TYP.)
 - O** TRANSFORMER (TYP.)
 - P** FLAG POLE (BY OTHERS)
 - Q** 50" OAK TREE TO BE PROTECTED
 - R** PROPOSED FIRE HYDRANT (TYP.)
 - S** 2-4" PVC SCHEDULE 40 SLEEVES (TYP.)

NOTE A:
 CONTRACTOR SHALL ENSURE ALL GRADING WITHIN ADA PARKING AND TRAVEL PATH AREAS SHALL MEET ALL ADA REQUIREMENTS. SHOULD DISCREPANCIES ARISE, CONTRACTOR SHALL CONTACT BHB, INC. PRIOR TO CONTINUATION.

**FINAL
 DRAFT**

3/04/2020 3:28PM F:\p\2019\810050 - Mikes Westside Stephenville\CAD\2019.810.050_CD_SITE_PLAN.dwg DETAILED SITE PLAN



STAFF REPORT

SUBJECT: Case No.: SV2020-010

Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirement to be constructed at 1961 N Dale, being Lot 2, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 5 to 1, recommended the City Council deny the sidewalk waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

Sec. 155.6.11. - Sidewalks.

A. Sidewalks and Pedestrian ways are required as a part of Subdivision Plat approval to help the City achieve the following:

1. Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan,
2. Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians,
3. Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and
4. Facilitate walking as a means of physical activity recognized as an important provider of health benefits.

B. Sidewalk Location and Design.

1. Sidewalks shall be constructed for both sides of all streets within the Subdivision.
2. Sidewalks shall be constructed along all lots adjoining dedicated streets, along Major Arterial/Thoroughfare Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walkways are necessary.
3. Routing to clear poles, trees or other obstacles shall be subject to City Administrator approval.
4. The Plat or Construction Plans shall show the location of all proposed sidewalks and shall state at what stage of the project they will be constructed.
5. All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.

C. Sidewalk General Construction.

1. Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches.
2. Sidewalks along Major Arterial/Thoroughfare Streets shall be no less than six feet (6') in width.
3. Sidewalks adjacent to screening and retaining walls shall be five (5') feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.
4. Sidewalks shall be constructed one foot (1') from the property line within the street or Major Arterial/Thoroughfare Street Right-of-Way and shall extend along the full street frontage including both sides of corner lots and block ends.
5. Construction of sidewalks adjacent to curbs will be considered where driveway entrances are constructed from the rear of lots on each side of the street for the full length of the block or where mountable curbs are installed. In these instances, the sidewalks shall be a minimum of five feet (6') wide.
6. Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed with the other improvements to the Subdivision.

D. Sidewalks in Nonresidential Areas. Sidewalks in nonresidential areas shall be a minimum width of five feet (6') or extend from the back of the curb to the building line as required by the City.

CURRENT LAND USE:

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE:

(R-1) - Single Family

WATER

The property is served by a 8” city water main on Dale.

SEWER

The property is served by a 6” sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES

Subdivision Waiver Decision

- a. Accept the recommendation of the Planning and Zoning Commission and deny the request.

b. Override the recommendation the Planning and Zoning Commission and therefore, approve the request for a sidewalk waiver.

PLANNING AND ZONING COMMISSION
APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
First Name Last Name
- ADDRESS: 1981 N. DALE AVE 254-968-3597
Street/P.O. Box Phone No
- STEPHENVILLE TX. 76401
City State Zip Code
2. PROPERTY DESCRIPTION: 1961 N. DALE AVE
Street Address
3. LEGAL DESCRIPTION: 2 1 GREEN ACRES
Lot(s) Block(s) Addition
-
4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.01.M1
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

- FOR INTERPRETATION of the meaning or intent of the Zoning Ordinance.
- A WAIVER from the literal enforcement of the Sub-Division Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:
NOT TO INSTALL SIDEWALKS, CURBS & BUTTER. ALL OF THE HOMES ON THIS STREET OF THIS ADDITION DO NOT HAVE THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

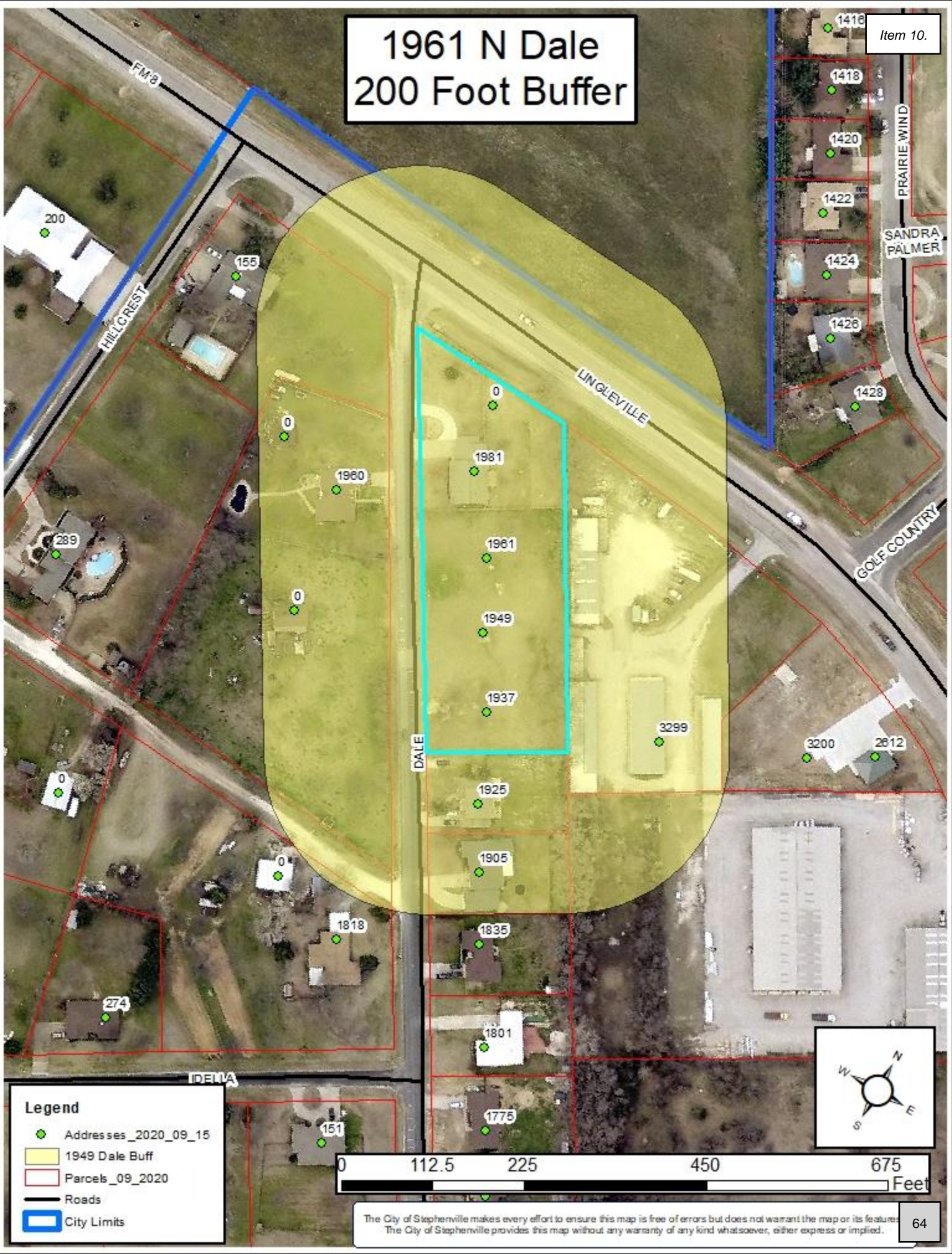
9-25-20
Date

Signature of City Official Received

Date Received by
Community Dev. Dept.

1961 N Dale 200 Foot Buffer

Item 10.



Legend

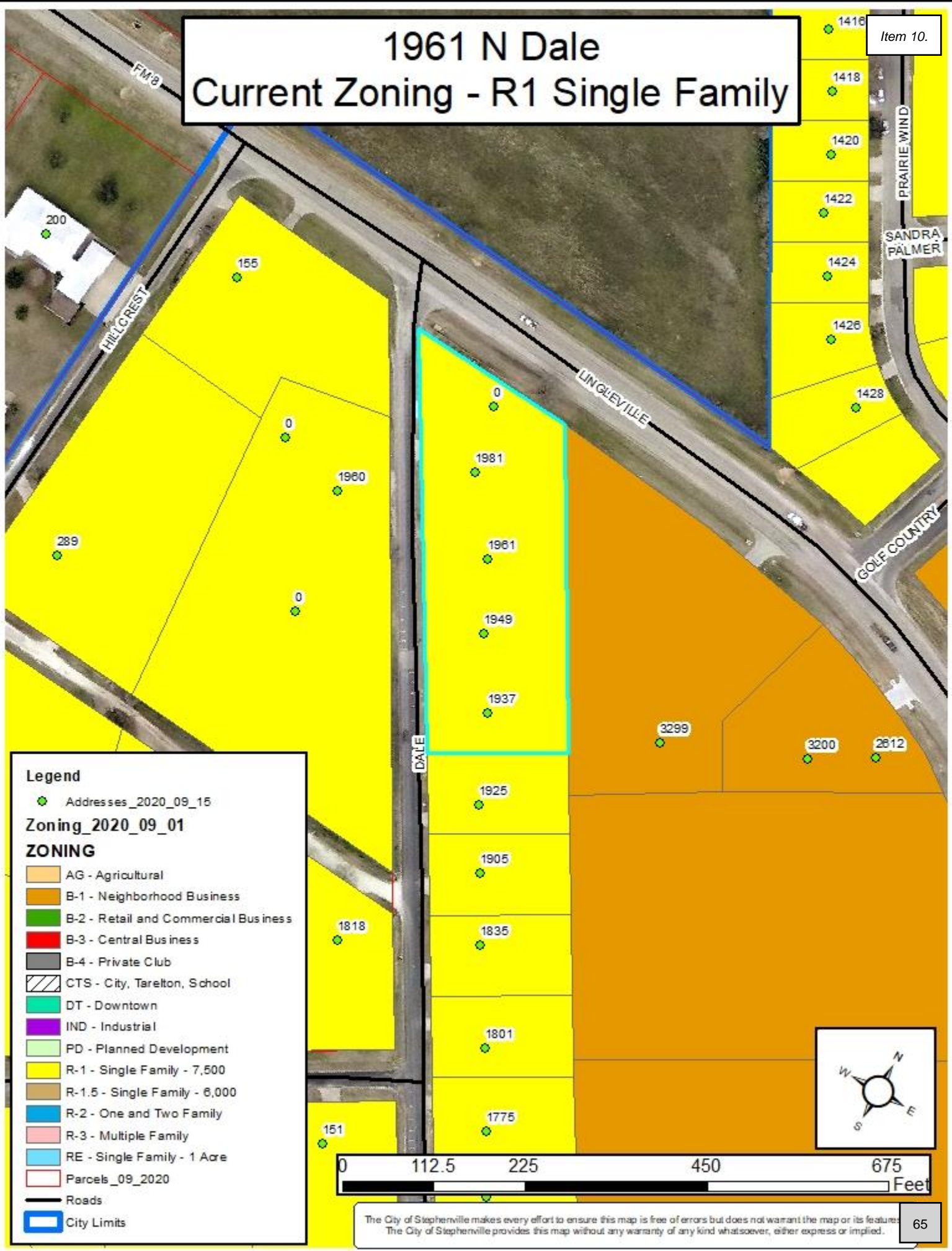
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- 1949 Dale Buff
- Parcels_09_2020
- Roads
- City Limits



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1961 N Dale Current Zoning - R1 Single Family

Item 10.



Legend

- Addresses_2020_09_15

Zoning_2020_09_01

ZONING

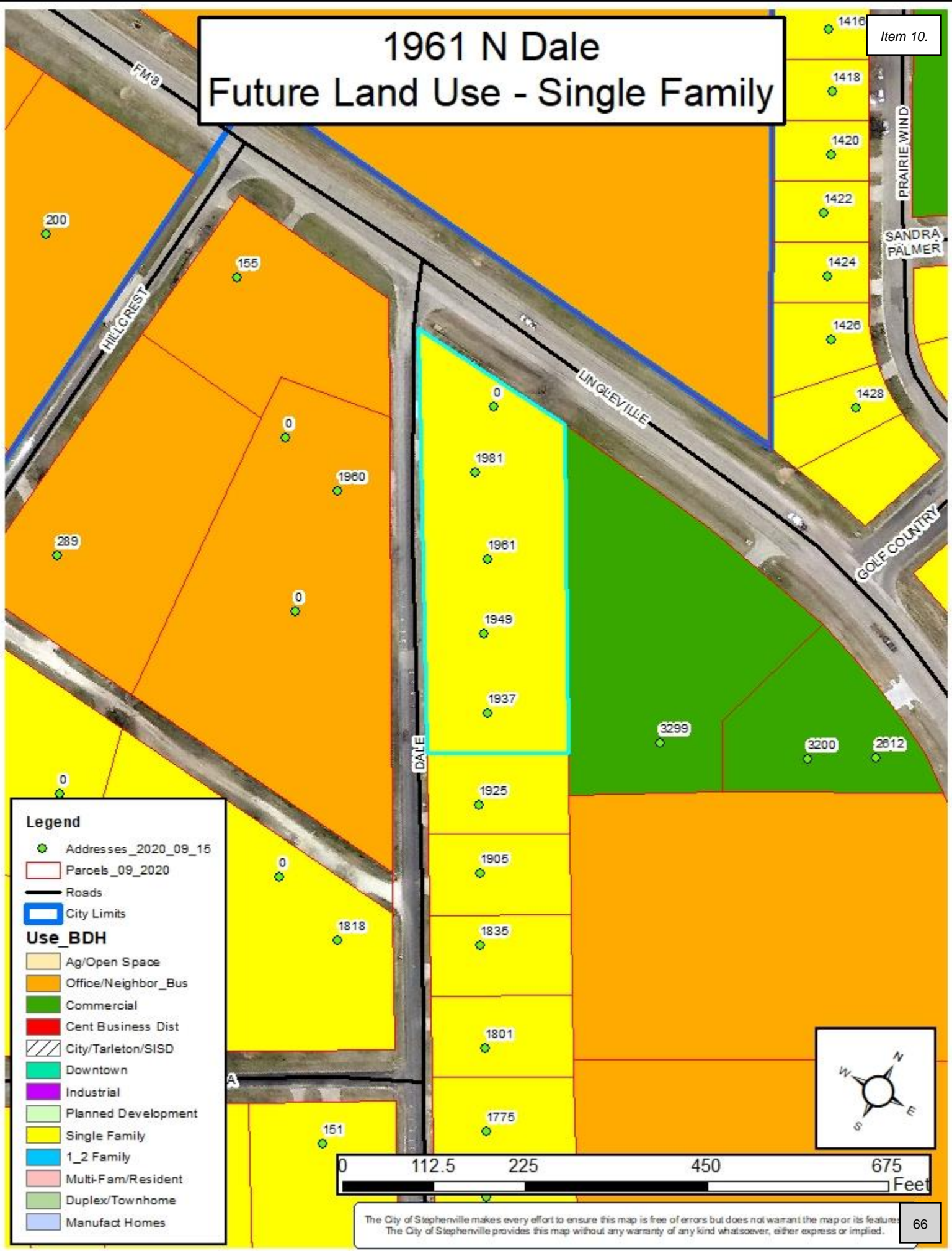
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- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
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1961 N Dale Future Land Use - Single Family

Item 10.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

Use_BDH

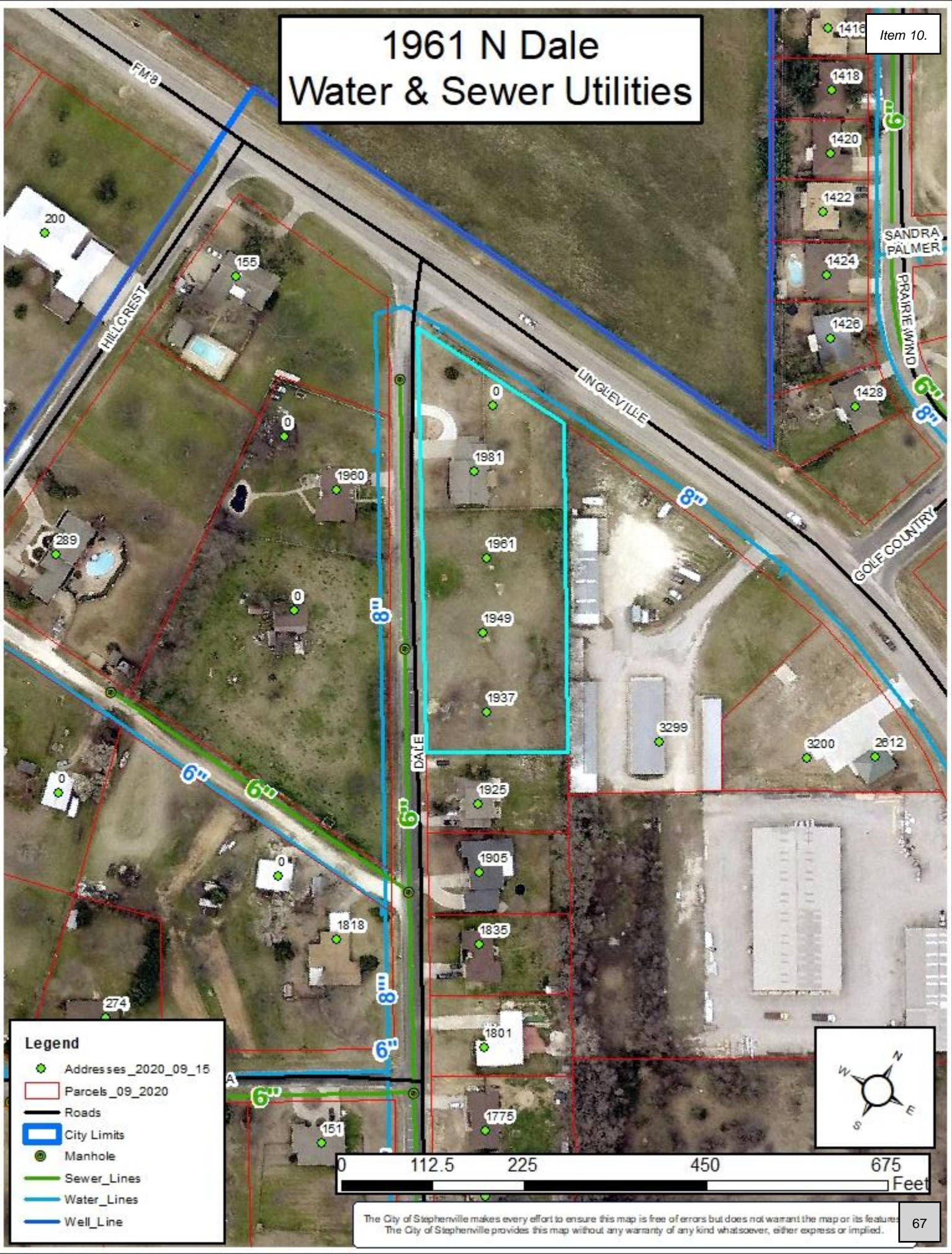
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- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
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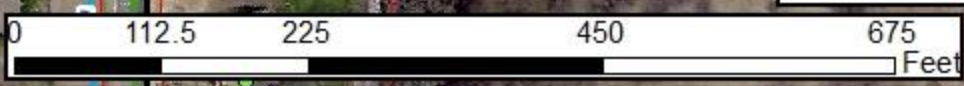
1961 N Dale Water & Sewer Utilities

Item 10.



Legend

- Addresses_2020_09_15
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1961 N Dale Addresses

Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip Code
R000022666	3299 W LINGLEVILLE RD	BEAM ROGER L	PO BOX 923	STEPHENVILLE	TX	76401-0923
R000031785	1981 N DALE AVE	BROWN MICHAEL JOSEPH	1981 N DALE AVE	STEPHENVILLE	TX	76401
R000022571	1631 PR1022 OFF FM2303	GREAT SOUTHERN RANCH INC	1841 W OVERHILL	STEPHENVILLE	TX	76401-2323
R000040129	2500 W LINGLEVILLE RD	HBC LEASING CO LTD	202 W CENTRAL	COMANCHE	TX	76442
R000022665	2612 W LINGLEVILLE RD	LATOUR VINCENT	PO BOX 672	VERNON	TX	76384
R000031818	1960 N DALE AVE	LITTLETON MARJORIE	1960 N DALE AVE	STEPHENVILLE	TX	76401-1635
R000031824	1818 N DALE AVE	RICHARDSON LOUIS E & GLENDA	1818 N DALE	STEPHENVILLE	TX	76401
R000031791	1835 N DALE AVE	SOWELL GEORGE LAWRENCE & VICKIE J	1835 N DALE AVE	STEPHENVILLE	TX	76401
R000031789	1925 N DALE AVE	WALDEN JONATHAN M & ELIZABETH G	1925 N DALE	STEPHENVILLE	TX	76401
R000031815	155 HILLCREST DR	WALKER CODY PATRICK & JENNAH B	155 HILLCREST DR	STEPHENVILLE	TX	76401
R000031814	289 HILLCREST DR	WALKER J R	PO BOX 931	STEPHENVILLE	TX	76401-0931
R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



STAFF REPORT

SUBJECT: Case No.: SV2020-011

Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.06.M(1) – Curb and Gutter Requirements, to be constructed at 1961 N Dale, being Lot 2, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 6 to 0, recommended the City Council approve the curb and gutter waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

M. Curb and Gutter Options.

1. A six (6) inch standard curb shall be constructed on both sides of all streets except as allowed in 2 and 3 below.
2. On residential local streets and any subdivision where all lots are one (1) acre or large, a "lay down" or "roll down" curb shall be permitted if designed in accordance with Engineering Standards Manual.
3. On subdivision where all lots are one acre or larger, a "ribbon curb" shall be permitted if designed in Engineering Standards Manual.

CURRENT LAND USE:

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE:

(R-1) - Single Family

WATER

The property is served by a 8" city water main on Dale.

SEWER

The property is served by a 6" sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES**Subdivision Waiver Decision**

- a. Accept the recommendation of the Planning and Zoning Commission and therefore, approve the waiver.
- b. Override the recommendation the Planning and Zoning Commission and therefore, deny the waiver.

PLANNING AND ZONING COMMISSION
APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
 First Name Last Name
- ADDRESS: 1981 N. DALE AVE 254-968-3597
 Street/P.O. Box Phone No
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 City State Zip Code
2. PROPERTY DESCRIPTION: 1961 N. DALE AVE
 Street Address
3. LEGAL DESCRIPTION: 2 1 GREEN ACRES
 Lot(s) Block(s) Addition
4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.01.M1
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APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

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5. APPLICANTS REQUEST IS AS FOLLOWS:

NOT TO INSTALL SIDEWALKS, CURBS & BUTTER. ALL OF THE HOMES ON THIS STREET OF THIS ADDITION DO NOT HAVE THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

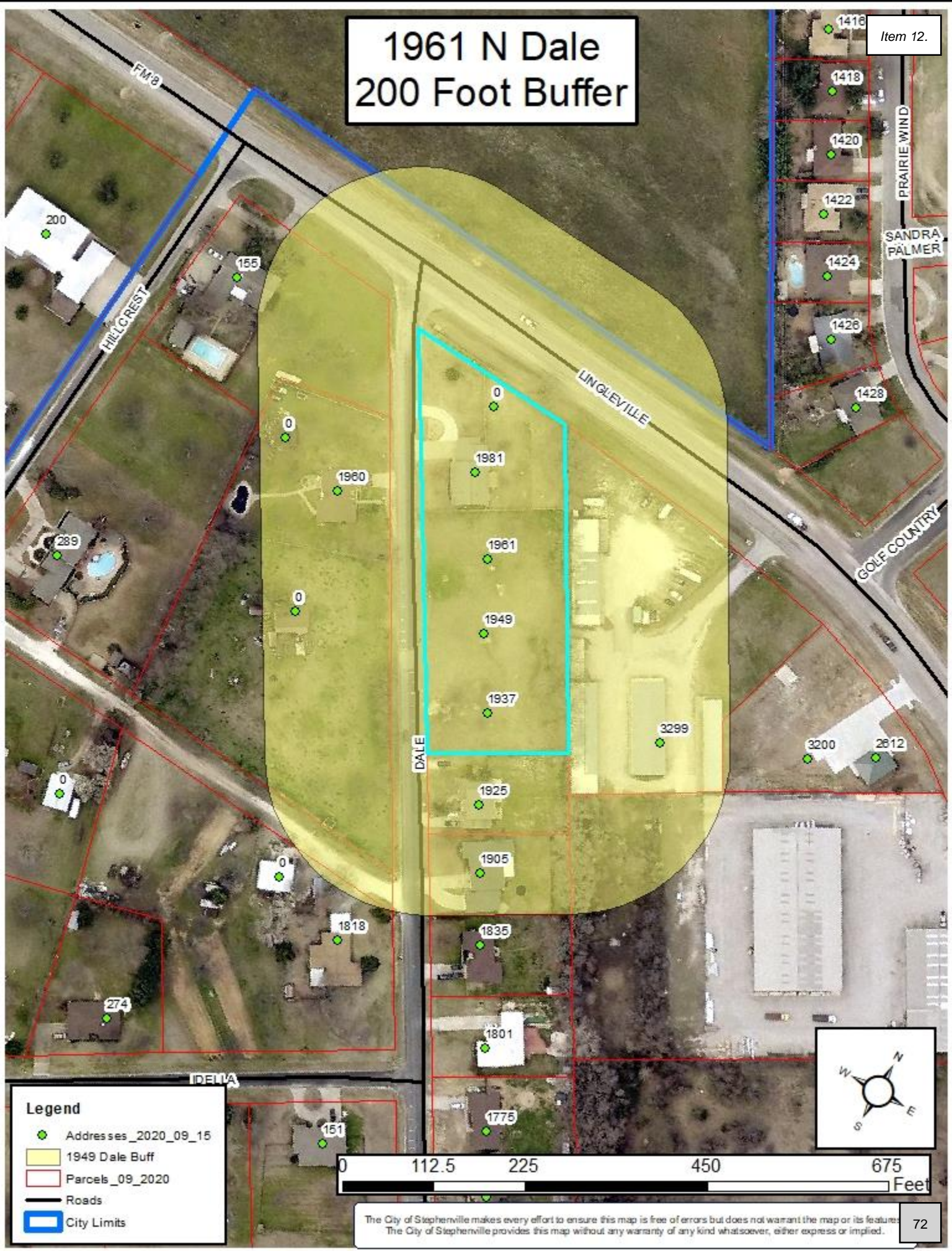
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1961 N Dale 200 Foot Buffer

Item 12.



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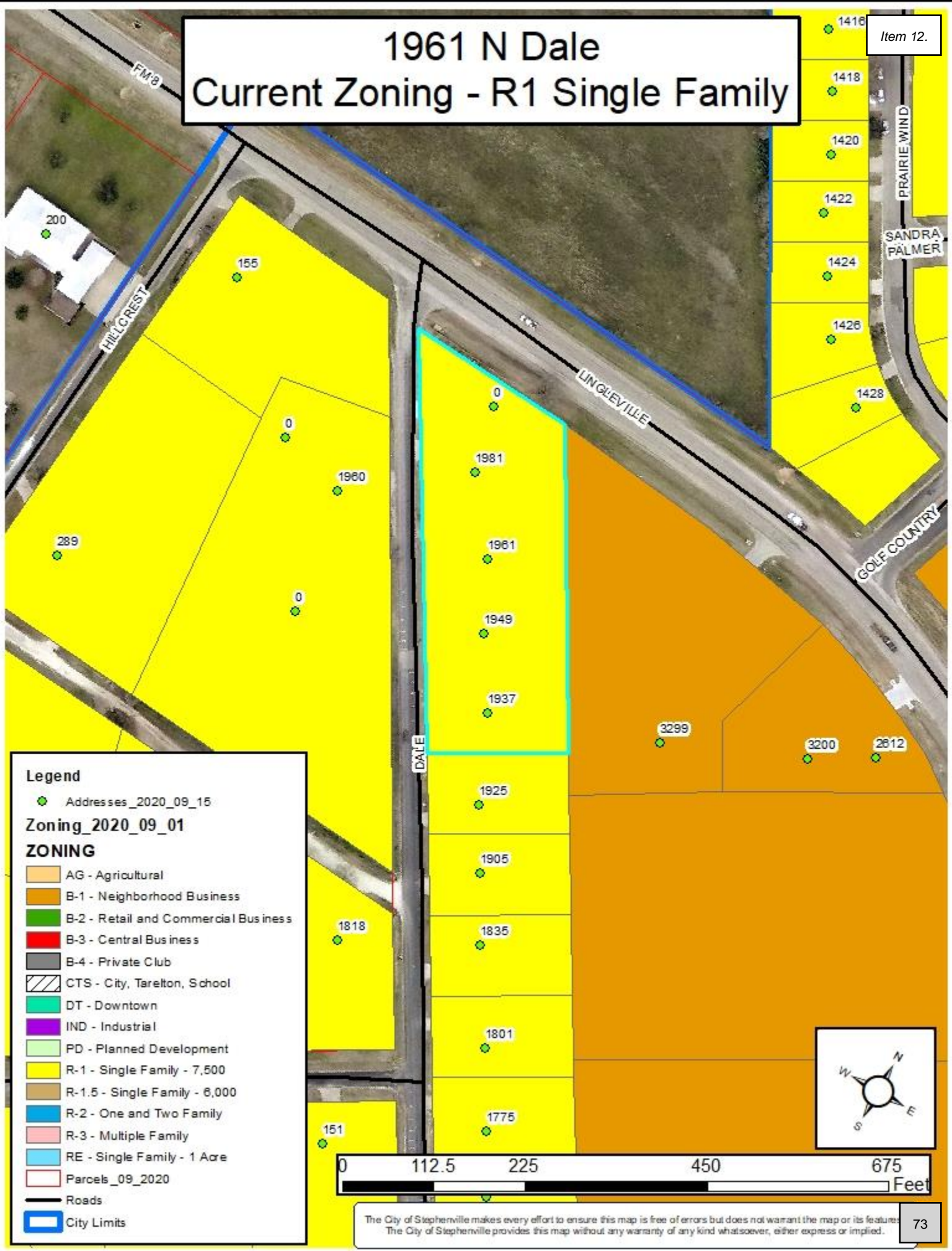
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1961 N Dale Current Zoning - R1 Single Family

Item 12.



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ZONING

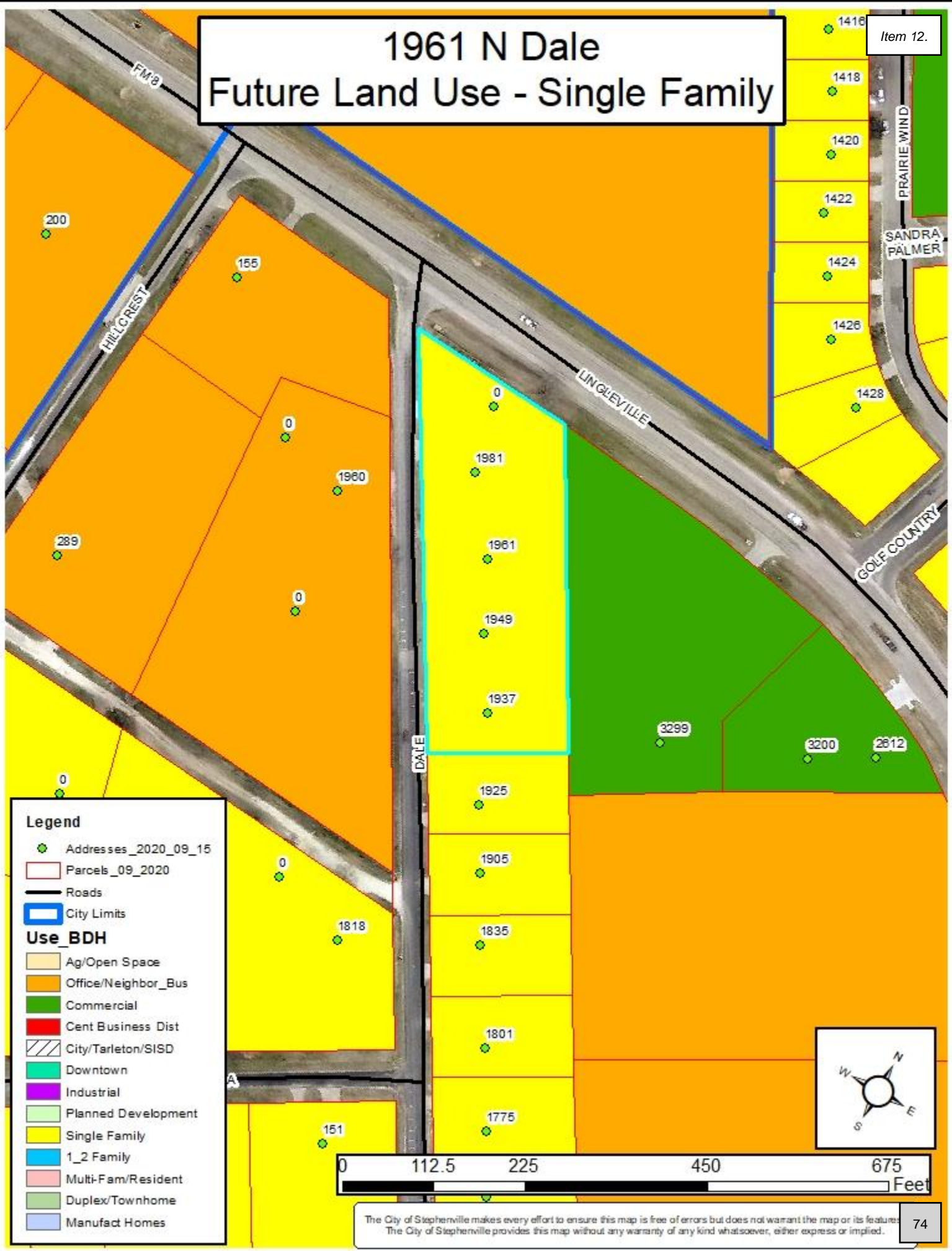
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1961 N Dale Future Land Use - Single Family

Item 12.



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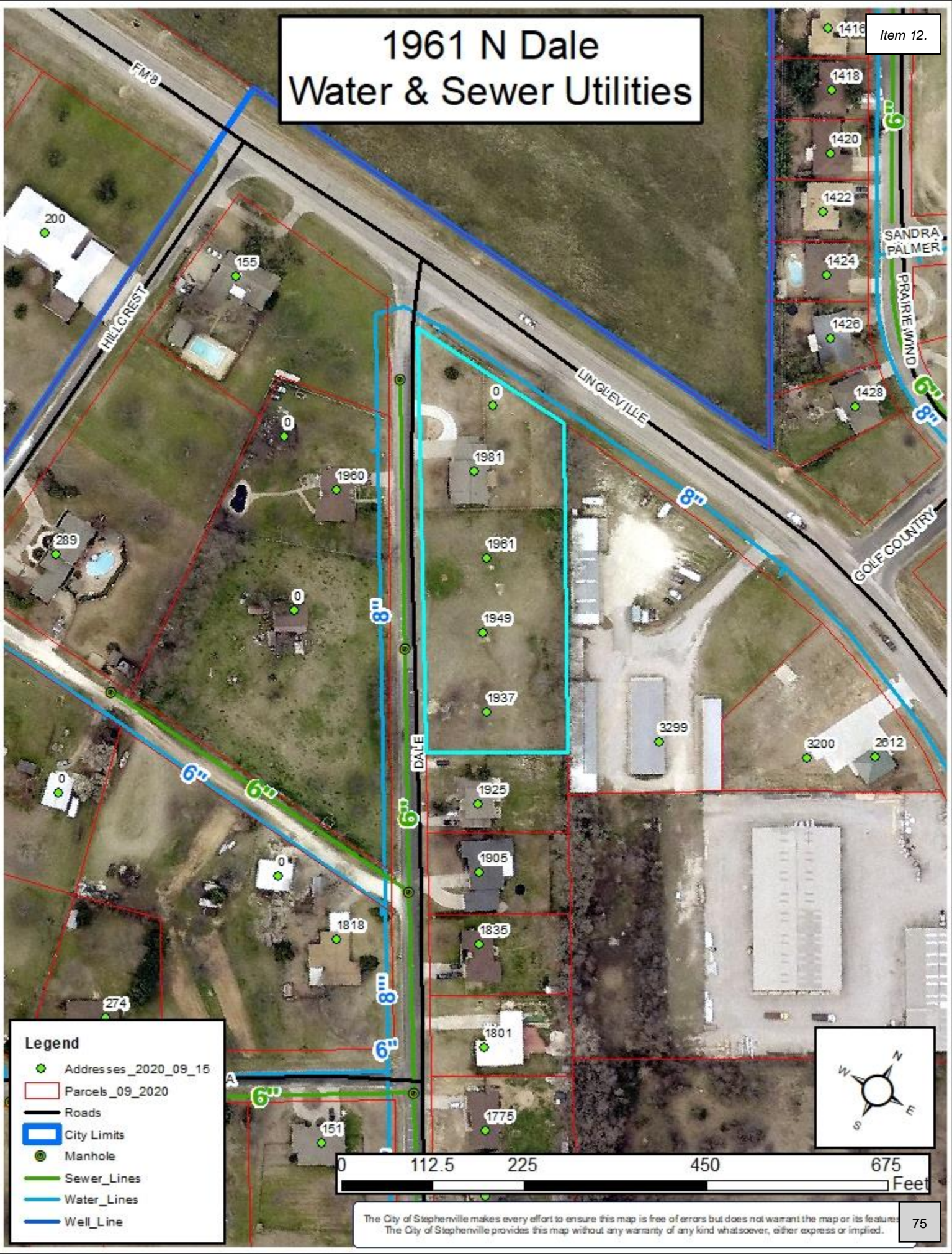
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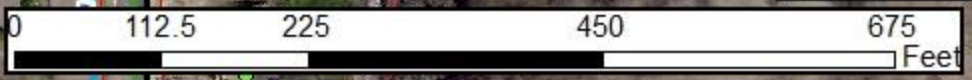
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Item 12.



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R000022665	2612 W LINGLEVILLE RD	LATOUR VINCENT	PO BOX 672	VERNON	TX	76384
R000031818	1960 N DALE AVE	LITTLETON MARJORIE	1960 N DALE AVE	STEPHENVILLE	TX	76401-1635
R000031824	1818 N DALE AVE	RICHARDSON LOUIS E & GLENDA	1818 N DALE	STEPHENVILLE	TX	76401
R000031791	1835 N DALE AVE	SOWELL GEORGE LAWRENCE & VICKIE J	1835 N DALE AVE	STEPHENVILLE	TX	76401
R000031789	1925 N DALE AVE	WALDEN JONATHAN M & ELIZABETH G	1925 N DALE	STEPHENVILLE	TX	76401
R000031815	155 HILLCREST DR	WALKER CODY PATRICK & JENNAH B	155 HILLCREST DR	STEPHENVILLE	TX	76401
R000031814	289 HILLCREST DR	WALKER J R	PO BOX 931	STEPHENVILLE	TX	76401-0931
R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



STAFF REPORT

SUBJECT: Case No.: SV2020-012
 Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 1949 N Dale, being Lot 3, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 5 to 1, recommended the City Council deny the sidewalk waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

Sec. 155.6.11. - Sidewalks.

A. Sidewalks and Pedestrian ways are required as a part of Subdivision Plat approval to help the City achieve the following:

1. Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan,
2. Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians,
3. Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and
4. Facilitate walking as a means of physical activity recognized as an important provider of health benefits.

B. Sidewalk Location and Design.

1. Sidewalks shall be constructed for both sides of all streets within the Subdivision.
2. Sidewalks shall be constructed along all lots adjoining dedicated streets, along Major Arterial/Thoroughfare Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walkways are necessary.
3. Routing to clear poles, trees or other obstacles shall be subject to City Administrator approval.
4. The Plat or Construction Plans shall show the location of all proposed sidewalks and shall state at what stage of the project they will be constructed.
5. All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.

C. Sidewalk General Construction.

1. Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches.
2. Sidewalks along Major Arterial/Thoroughfare Streets shall be no less than six feet (6') in width.
3. Sidewalks adjacent to screening and retaining walls shall be five (5') feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.
4. Sidewalks shall be constructed one foot (1') from the property line within the street or Major Arterial/Thoroughfare Street Right-of-Way and shall extend along the full street frontage including both sides of corner lots and block ends.
5. Construction of sidewalks adjacent to curbs will be considered where driveway entrances are constructed from the rear of lots on each side of the street for the full length of the block or where mountable curbs are installed. In these instances, the sidewalks shall be a minimum of five feet (6') wide.
6. Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed with the other improvements to the Subdivision.

D. Sidewalks in Nonresidential Areas. Sidewalks in nonresidential areas shall be a minimum width of five feet (6') or extend from the back of the curb to the building line as required by the City.

CURRENT LAND USE:

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE:

(R-1) - Single Family

WATER

The property is served by a 8” city water main on Dale.

SEWER

The property is served by a 6” sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES

Subdivision Waiver Decision

- a. Accept the recommendation of the Planning and Zoning Commission and deny the request.

b. Override the recommendation the Planning and Zoning Commission and therefore, approve the request for a sidewalk waiver.

PLANNING AND ZONING COMMISSION
APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
First Name Last Name

ADDRESS: 1981 N. DALE AVE 254-968-3587
Street/P.O. Box Phone No

STEPHENVILLE TX. 76401
City State Zip Code

2. PROPERTY DESCRIPTION: 1949 N. DALE AVE
Street Address

3. LEGAL DESCRIPTION: 3 1 GREEN ACRES
Lot(s) Block(s) Addition

4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.04.M1
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

- () FOR INTERPRETATION of the meaning or intent of the Zoning Ordinance.
- (✓) A WAIVER from the literal enforcement of the Sub-Divison Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:

NOT TO INSTALL SIDEWALKS, CURBS & GUTTER. ALL OF THE HOMES ON THIS STREET OF THIS ADDITION DO NOT HAVE THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

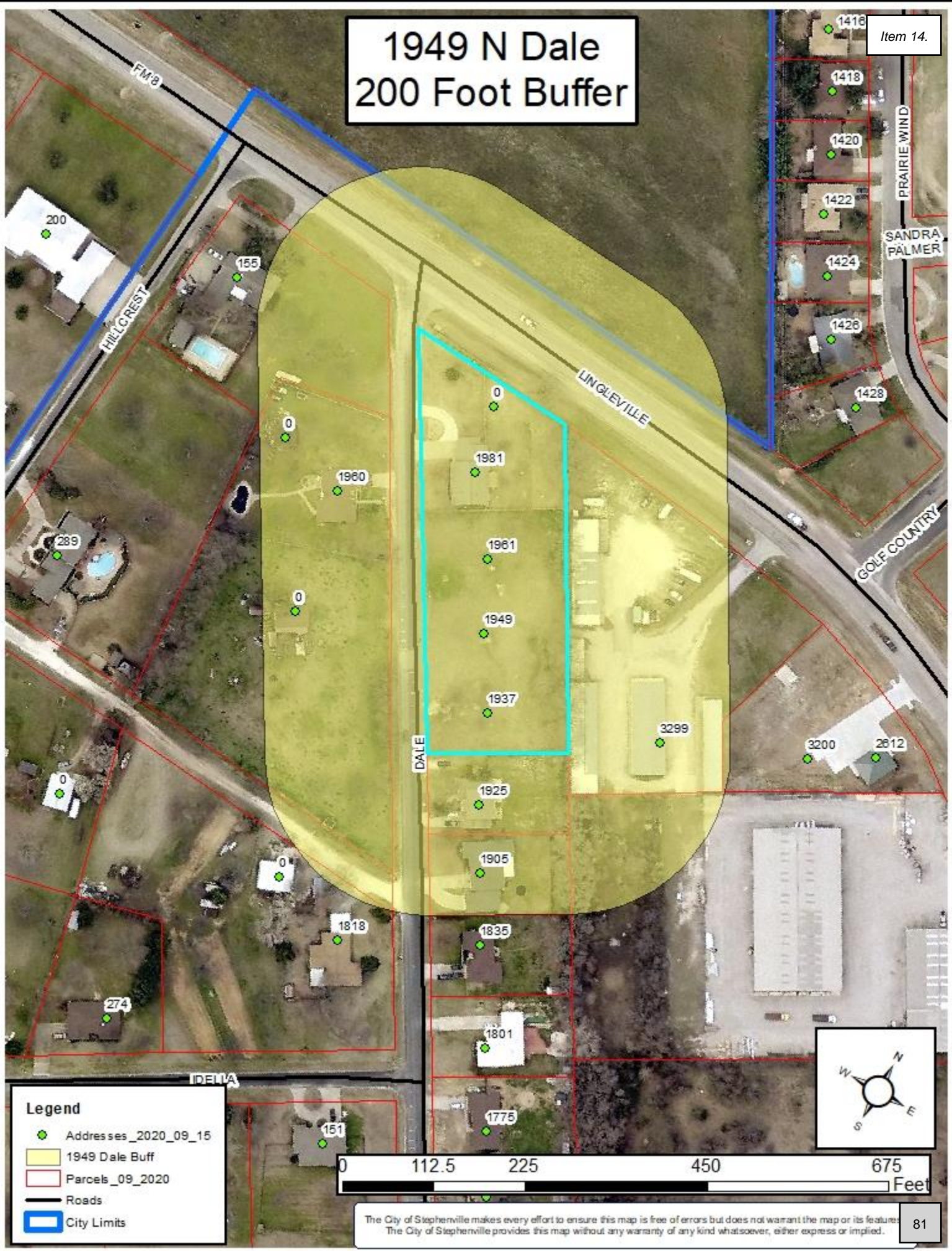
9-25-20
Date

Signature of City Official Received

Date Received by
Community Dev. Dept.

1949 N Dale 200 Foot Buffer

Item 14.



Legend

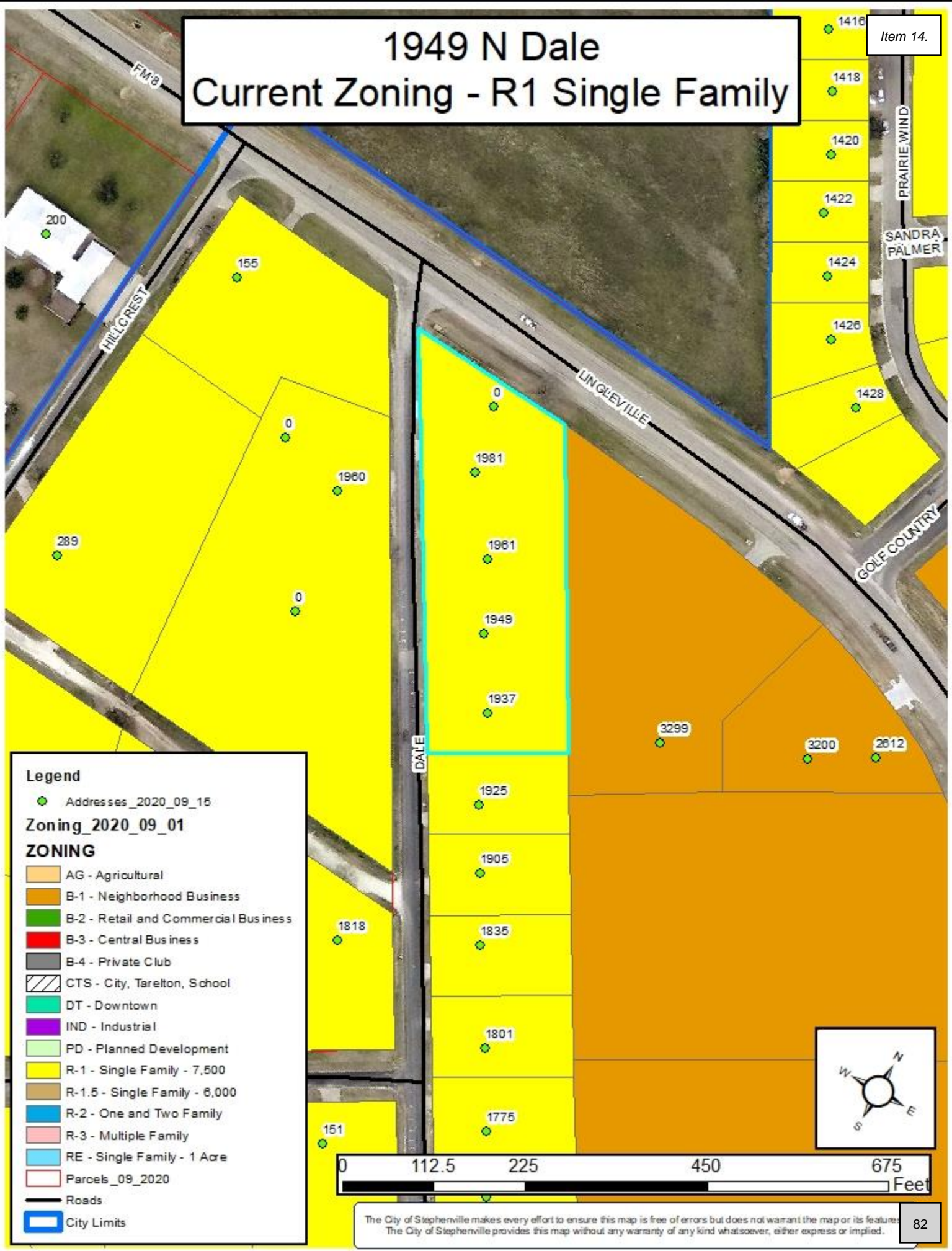
- Addresses_2020_09_15
- 1949 Dale Buff
- Parcels_09_2020
- Roads
- City Limits



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

1949 N Dale Current Zoning - R1 Single Family

Item 14.



Legend

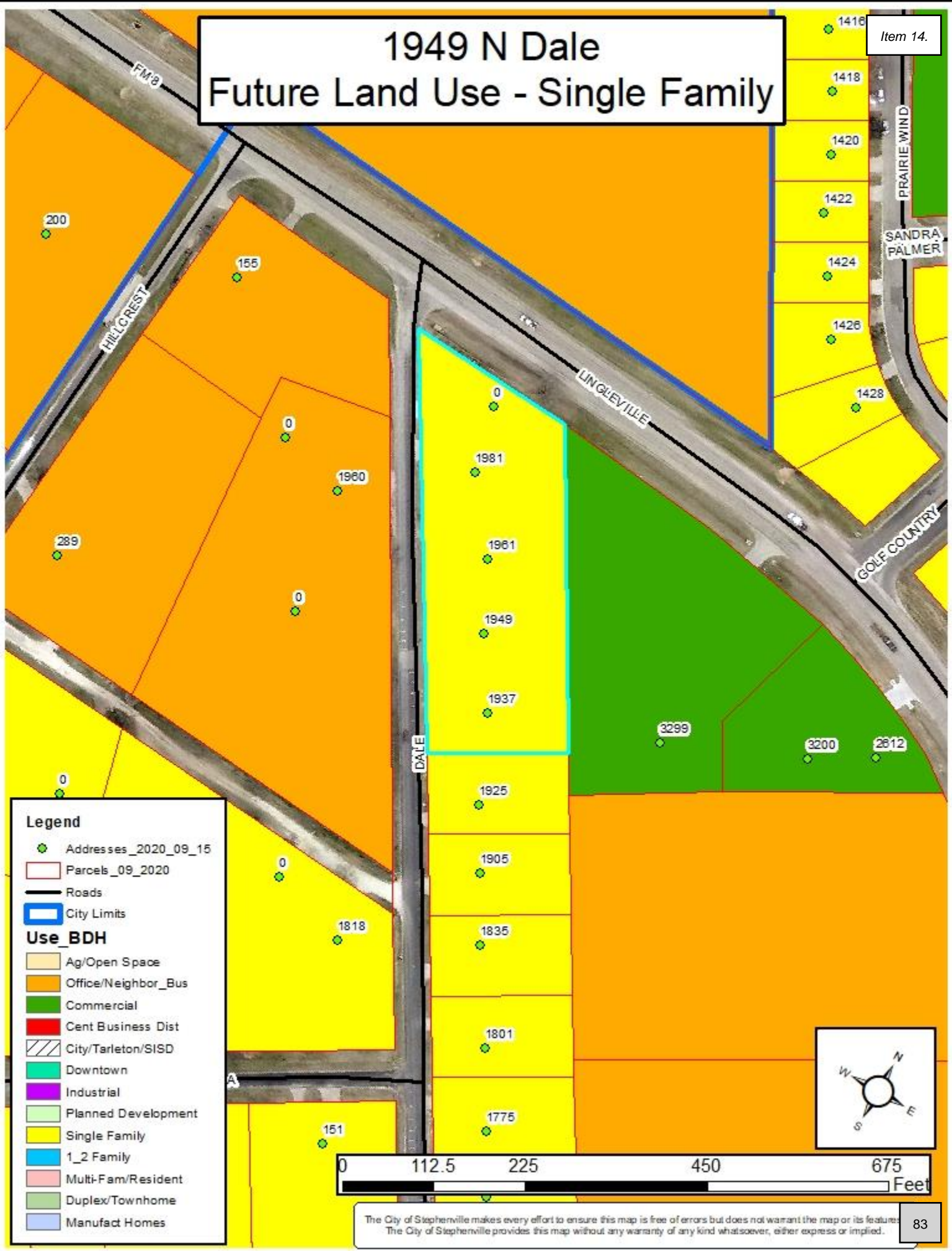
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- Zoning_2020_09_01**
- ZONING**
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
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- Roads
- City Limits



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1949 N Dale Future Land Use - Single Family

Item 14.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

Use_BDH

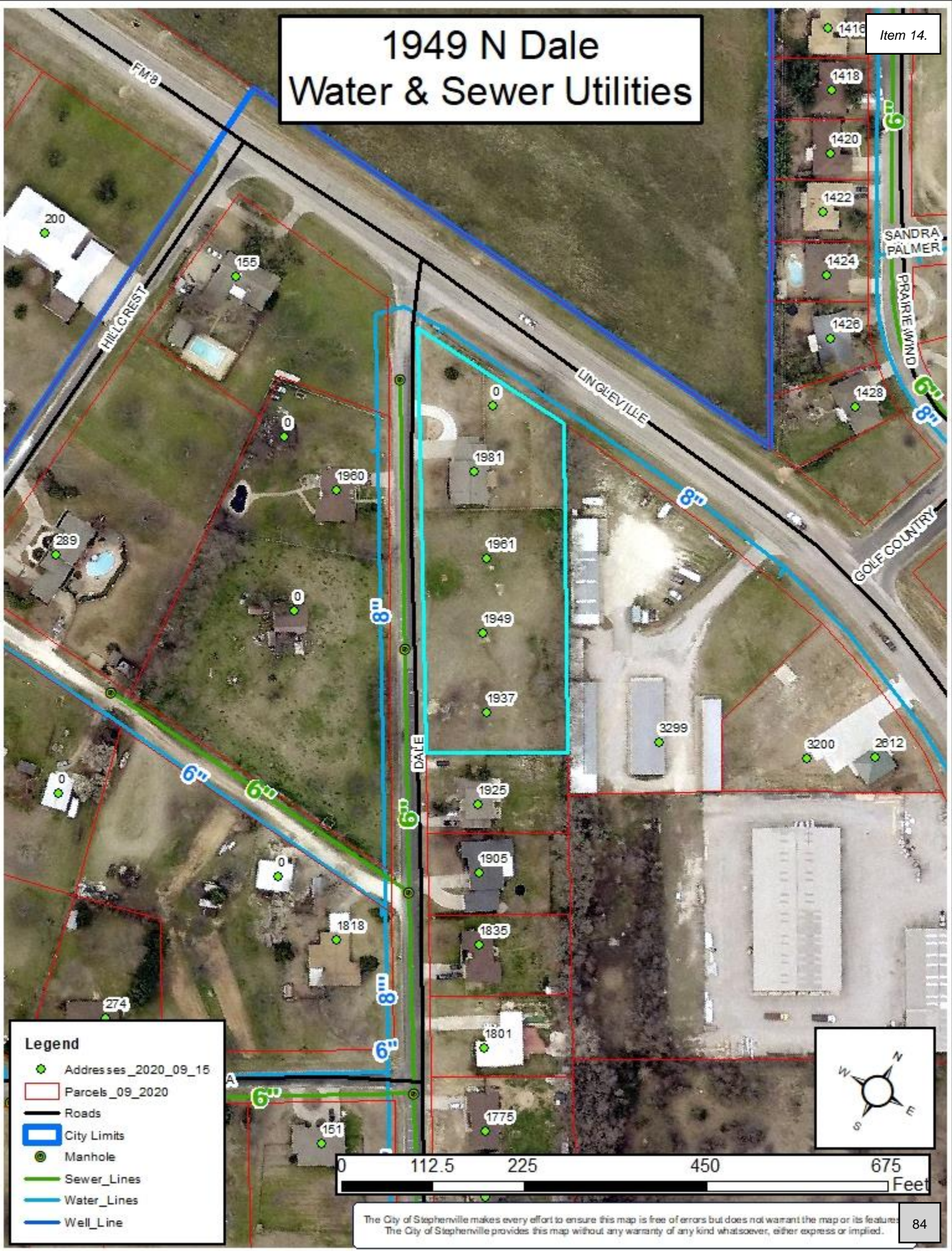
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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1949 N Dale Water & Sewer Utilities

Item 14.



- Legend**
- Addresses_2020_09_15
 - Parcels_09_2020
 - Roads
 - City Limits
 - Manhole
 - Sewer_Lines
 - Water_Lines
 - Well_Line



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1949 N Dale Addresses

Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip Code
R000022666	3299 W LINGLEVILLE RD	BEAM ROGER L	PO BOX 923	STEPHENVILLE	TX	76401-0923
R000031785	1981 N DALE AVE	BROWN MICHAEL JOSEPH	1981 N DALE AVE	STEPHENVILLE	TX	76401
R000022571	1631 PR1022 OFF FM2303	GREAT SOUTHERN RANCH INC	1841 W OVERHILL	STEPHENVILLE	TX	76401-2323
R000040129	2500 W LINGLEVILLE RD	HBC LEASING CO LTD	202 W CENTRAL	COMANCHE	TX	76442
R000022665	2612 W LINGLEVILLE RD	LATOUR VINCENT	PO BOX 672	VERNON	TX	76384
R000031818	1960 N DALE AVE	LITTLETON MARJORIE	1960 N DALE AVE	STEPHENVILLE	TX	76401-1635
R000031824	1818 N DALE AVE	RICHARDSON LOUIS E & GLENDA	1818 N DALE	STEPHENVILLE	TX	76401
R000031791	1835 N DALE AVE	SOWELL GEORGE LAWRENCE & VICKIE J	1835 N DALE AVE	STEPHENVILLE	TX	76401
R000031789	1925 N DALE AVE	WALDEN JONATHAN M & ELIZABETH G	1925 N DALE	STEPHENVILLE	TX	76401
R000031815	155 HILLCREST DR	WALKER CODY PATRICK & JENNAH B	155 HILLCREST DR	STEPHENVILLE	TX	76401
R000031814	289 HILLCREST DR	WALKER J R	PO BOX 931	STEPHENVILLE	TX	76401-0931
R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



STAFF REPORT

SUBJECT: Case No.: SV2020-013

Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.06.M(1) – Curb and Gutter Requirements, to be constructed at 1949 N Dale, being Lot 3, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 6 to 1, recommended the City Council approve the curb and gutter waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

M. Curb and Gutter Options.

1. A six (6) inch standard curb shall be constructed on both sides of all streets except as allowed in 2 and 3 below.
2. On residential local streets and any subdivision where all lots are one (1) acre or large, a "lay down" or "roll down" curb shall be permitted if designed in accordance with Engineering Standards Manual.
3. On subdivision where all lots are one acre or larger, a "ribbon curb" shall be permitted if designed in Engineering Standards Manual.

CURRENT LAND USE:

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE:

(R-1) - Single Family

WATER

The property is served by a 8" city water main on Dale.

SEWER

The property is served by a 6" sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES**Subdivision Waiver Decision**

- a. Accept the recommendation of the Planning and Zoning Commission and therefore, approve the waiver.
- b. Override the recommendation the Planning and Zoning Commission and therefore, deny the waiver.

PLANNING AND ZONING COMMISSION
APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
First Name Last Name

ADDRESS: 1981 N. DALE AVE 254-968-3587
Street/P.O. Box Phone No

STEPHENVILLE TX. 76401
City State Zip Code

2. PROPERTY DESCRIPTION: 1949 N. DALE AVE
Street Address

3. LEGAL DESCRIPTION: 3 1 GREEN ACRES
Lot(s) Block(s) Addition

4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.M1
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

- () FOR INTERPRETATION of the meaning or intent of the Zoning Ordinance.
- (✓) A WAIVER from the literal enforcement of the Sub-Divison Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:

NOT TO INSTALL SIDEWALKS, CURBS & GUTTER. ALL OF THE
HOUSES ON THIS STREET OF THIS ADDITION DO NOT HAVE
THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

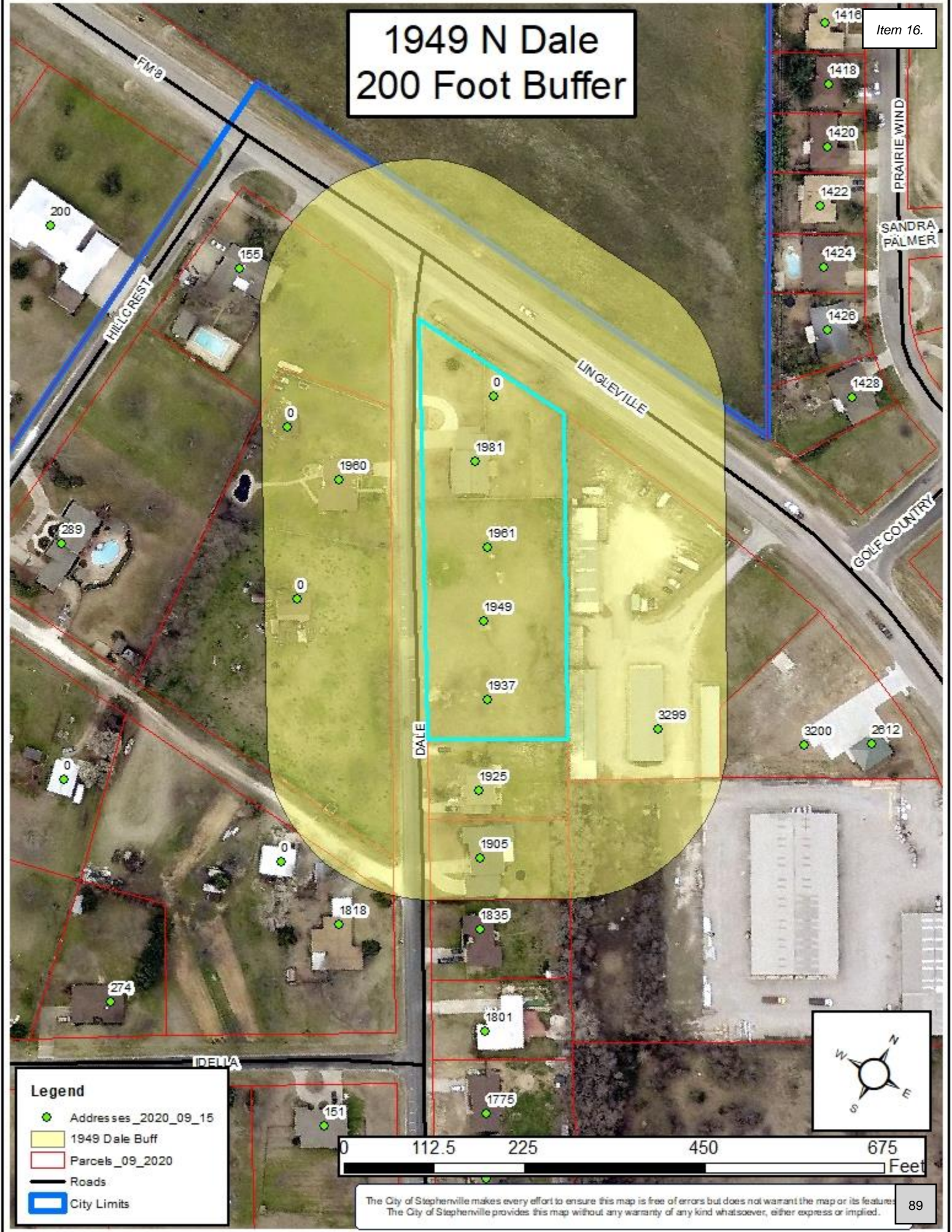
9-25-20
Date

Signature of City Official Received

Date Received by
Community Dev. Dept.

1949 N Dale 200 Foot Buffer

Item 16.



Legend

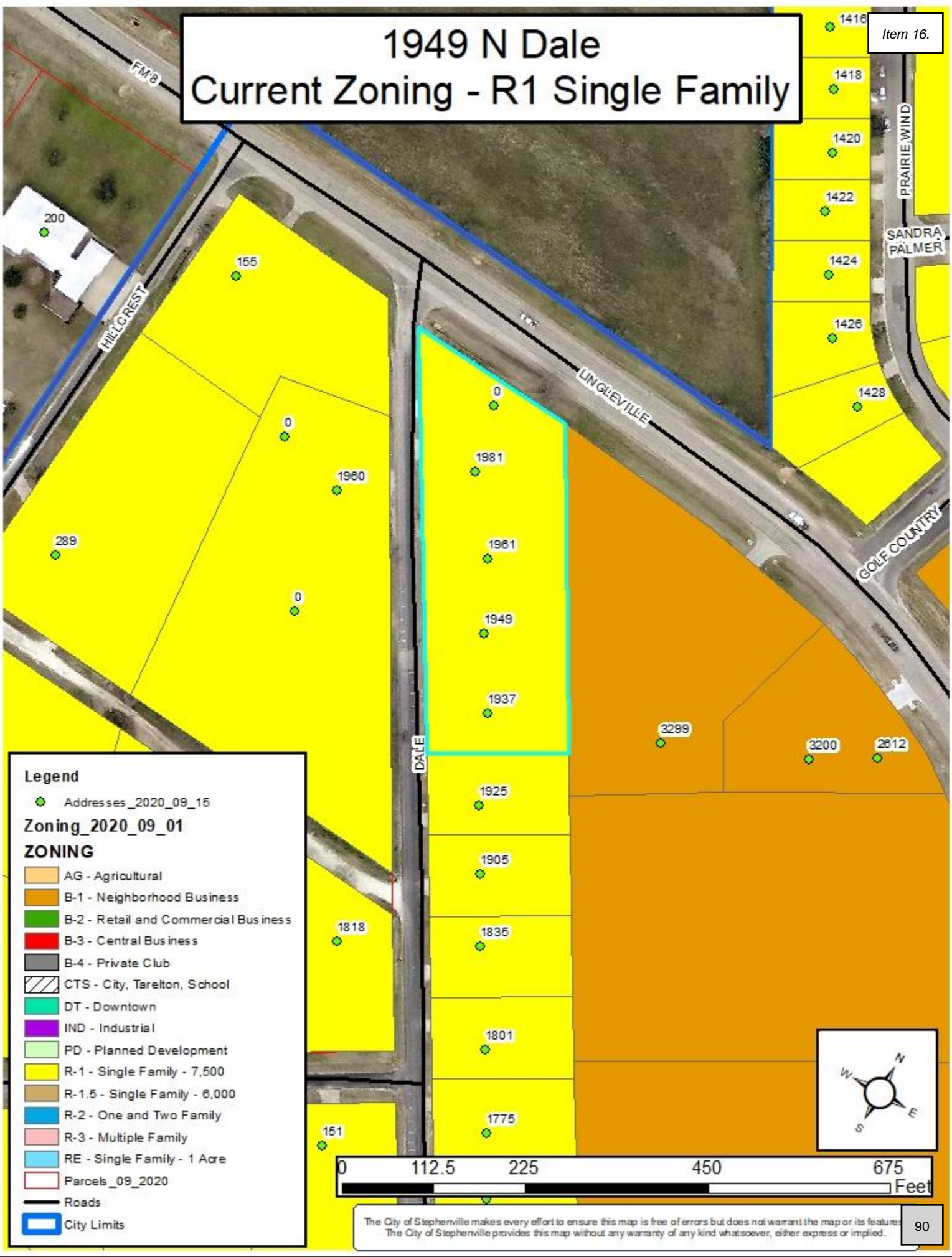
- Addresses_2020_09_15
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1949 N Dale Current Zoning - R1 Single Family

Item 16.



Legend

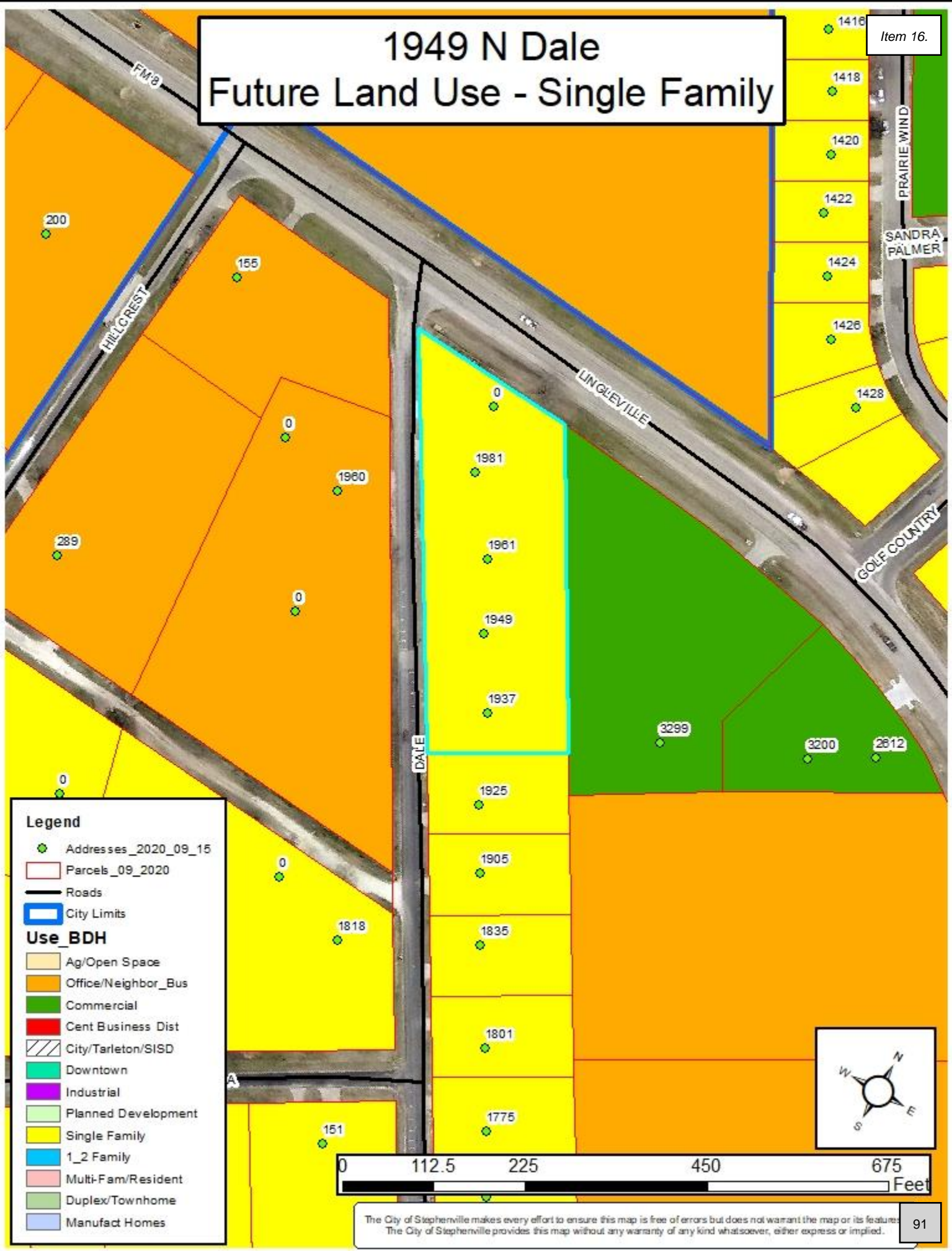
- Addresses_2020_09_15
- Zoning_2020_09_01**
- ZONING**
- AG - Agricultural
- B-1 - Neighborhood Business
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- B-3 - Central Business
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- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
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- R-2 - One and Two Family
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
- Parcels_09_2020
- Roads
- City Limits



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1949 N Dale Future Land Use - Single Family

Item 16.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

Use_BDH

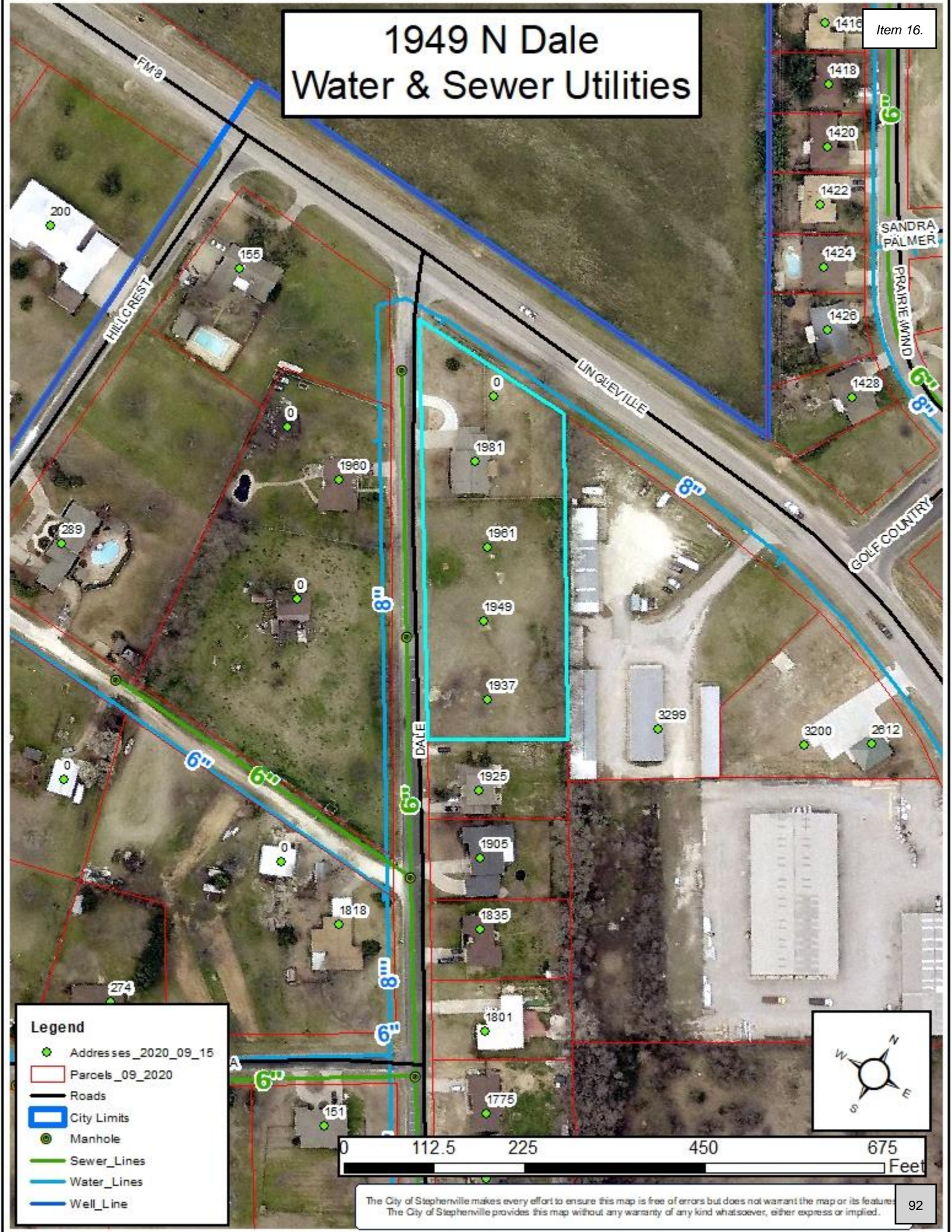
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
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1949 N Dale Water & Sewer Utilities

Item 16.



Legend

- Addresses_2020_09_15
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1949 N Dale Addresses

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R000022665	2612 W LINGLEVILLE RD	LATOUR VINCENT	PO BOX 672	VERNON	TX	76384
R000031818	1960 N DALE AVE	LITTLETON MARJORIE	1960 N DALE AVE	STEPHENVILLE	TX	76401-1635
R000031824	1818 N DALE AVE	RICHARDSON LOUIS E & GLENDA	1818 N DALE	STEPHENVILLE	TX	76401
R000031791	1835 N DALE AVE	SOWELL GEORGE LAWRENCE & VICKIE J	1835 N DALE AVE	STEPHENVILLE	TX	76401
R000031789	1925 N DALE AVE	WALDEN JONATHAN M & ELIZABETH G	1925 N DALE	STEPHENVILLE	TX	76401
R000031815	155 HILLCREST DR	WALKER CODY PATRICK & JENNAH B	155 HILLCREST DR	STEPHENVILLE	TX	76401
R000031814	289 HILLCREST DR	WALKER J R	PO BOX 931	STEPHENVILLE	TX	76401-0931
R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



STAFF REPORT

SUBJECT: Case No.: SV2020-014

Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at 1937 N Dale, being Lot 4, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 5 to 1 , recommended the City Council deny the sidewalk waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

Sec. 155.6.11. - Sidewalks.

A. Sidewalks and Pedestrian ways are required as a part of Subdivision Plat approval to help the City achieve the following:

1. Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan
2. Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians
3. Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and
4. Facilitate walking as a means of physical activity recognized as an important provider of health benefits.

B. Sidewalk Location and Design.

1. Sidewalks shall be constructed for both sides of all streets within the Subdivision.
2. Sidewalks shall be constructed along all lots adjoining dedicated streets, along Major Arterial/Thoroughfare Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walkways are necessary.
3. Routing to clear poles, trees or other obstacles shall be subject to City Administrator approval.
4. The Plat or Construction Plans shall show the location of all proposed sidewalks and shall state at what stage of the project they will be constructed.
5. All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.

C. Sidewalk General Construction.

1. Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches.
2. Sidewalks along Major Arterial/Thoroughfare Streets shall be no less than six feet (6') in width.
3. Sidewalks adjacent to screening and retaining walls shall be five (5') feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.
4. Sidewalks shall be constructed one foot (1') from the property line within the street or Major Arterial/Thoroughfare Street Right-of-Way and shall extend along the full street frontage including both sides of corner lots and block ends.
5. Construction of sidewalks adjacent to curbs will be considered where driveway entrances are constructed from the rear of lots on each side of the street for the full length of the block or where mountable curbs are installed. In these instances, the sidewalks shall be a minimum of five feet (6') wide.
6. Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed with the other improvements to the Subdivision.

D. Sidewalks in Nonresidential Areas. Sidewalks in nonresidential areas shall be a minimum width of five feet (6') or extend from the back of the curb to the building line as required by the City.

CURRENT LAND USE

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE

(R-1) - Single Family

WATER

The property is served by a 8" city water main on Dale.

SEWER

The property is served by a 6" sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES

Subdivision Waiver Decision

1. Accept the recommendation of the Planning and Zoning Commission and deny the request.
2. Override the recommendation the Planning and Zoning Commission and therefore, approve the request for a sidewalk waiver.

PLANNING AND ZONING COMMISSION APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
First Name Last Name
- ADDRESS: 1981 N. DALE AVE 254-968-3587
Street/P.O. Box Phone No
- STEPHENVILLE TX. 76401
City State Zip Code
2. PROPERTY DESCRIPTION: 1937 N. DALE AVE
Street Address
3. LEGAL DESCRIPTION: 4 1 GREEN ACRES
Lot(s) Block(s) Addition
4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.06.M1
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

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- (✓) A WAIVER from the literal enforcement of the Sub-Division Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:

NOT TO INSTALL SIDEWALKS, CURBS & GUTTER. ALL OF THE HOMES ON THIS STREET OF THIS ADDITION DO NOT HAVE THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

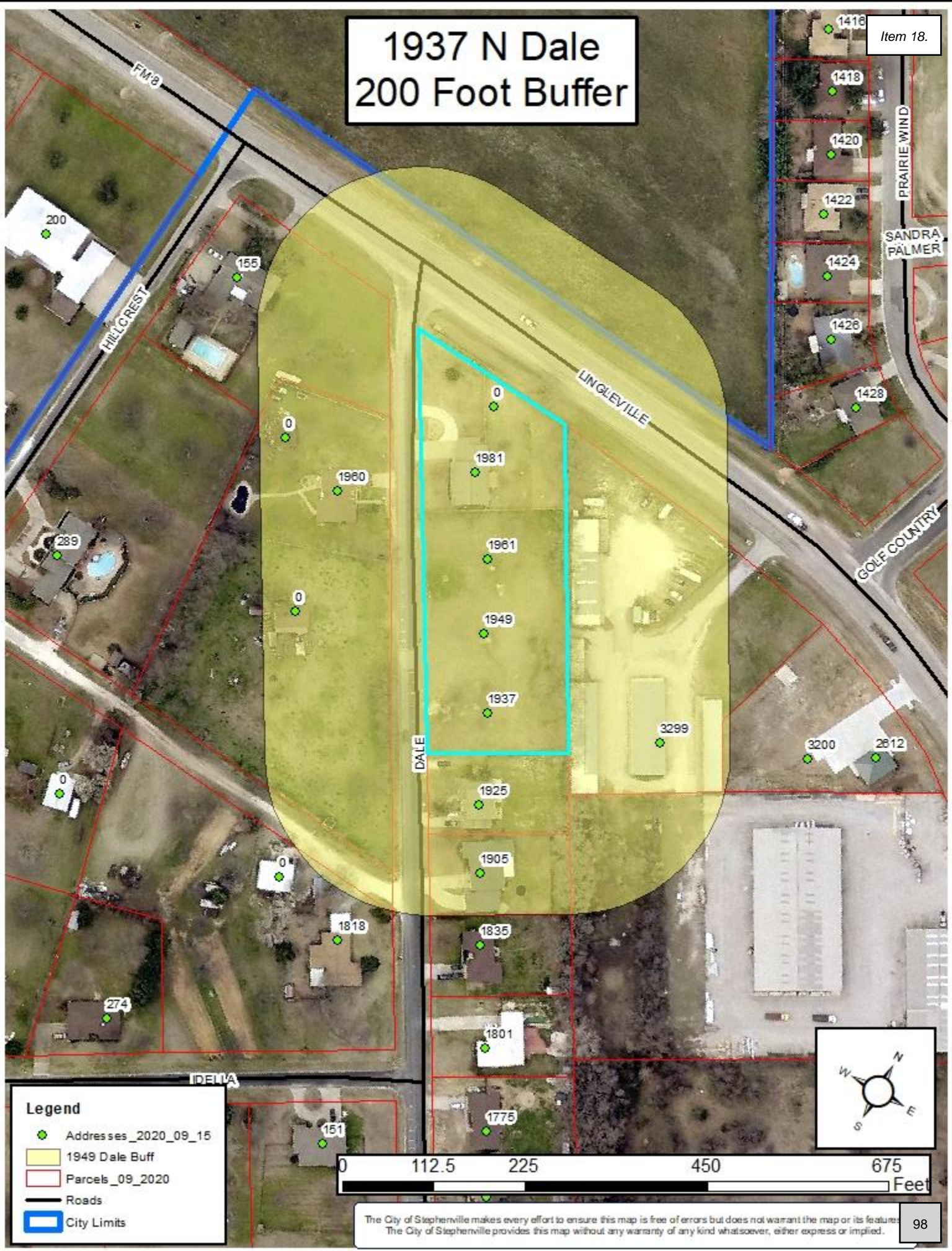
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Signature of City Official Received

Date Received by
Community Dev. Dept.

1937 N Dale 200 Foot Buffer

Item 18.



Legend

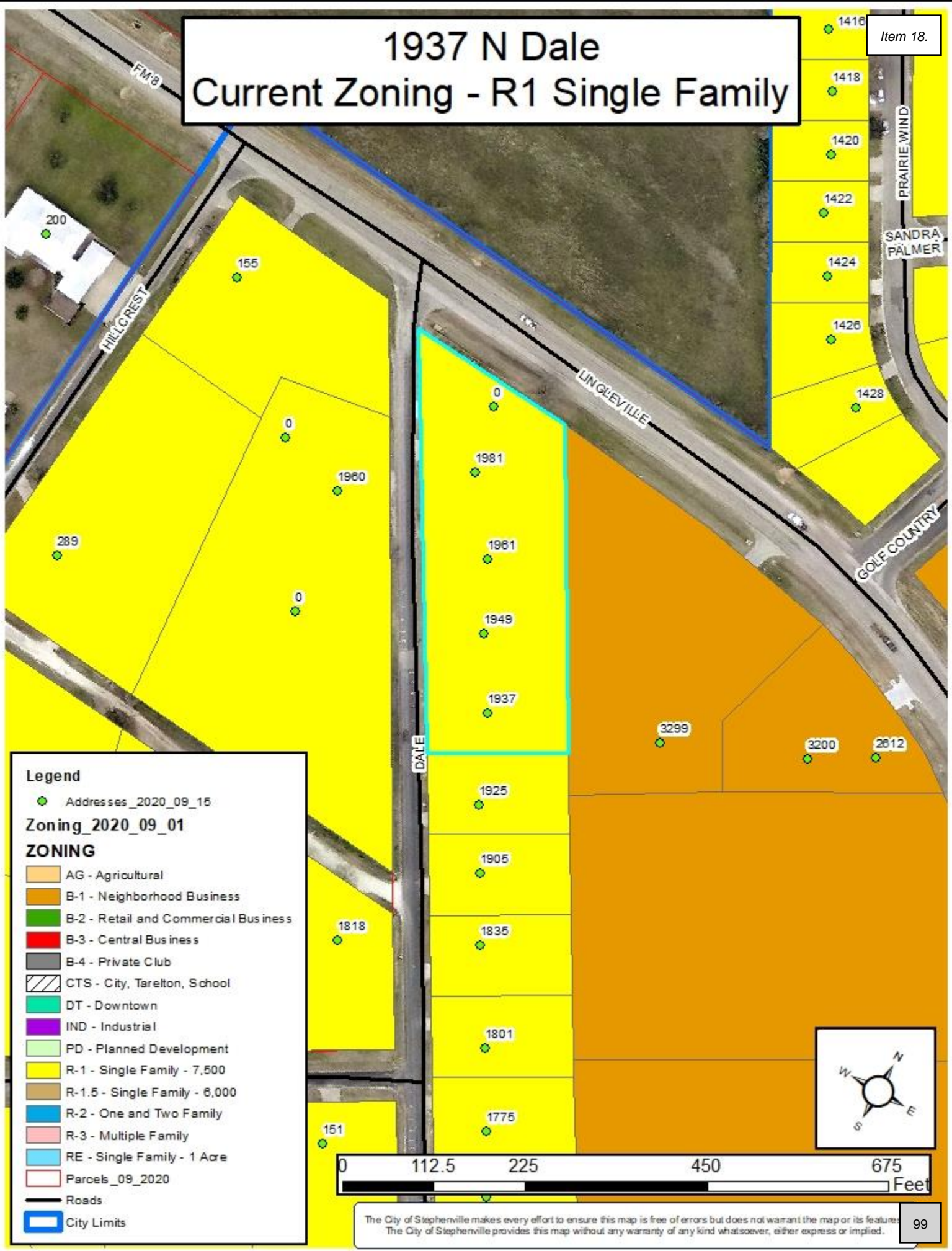
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1937 N Dale
Current Zoning - R1 Single Family

Item 18.



Legend

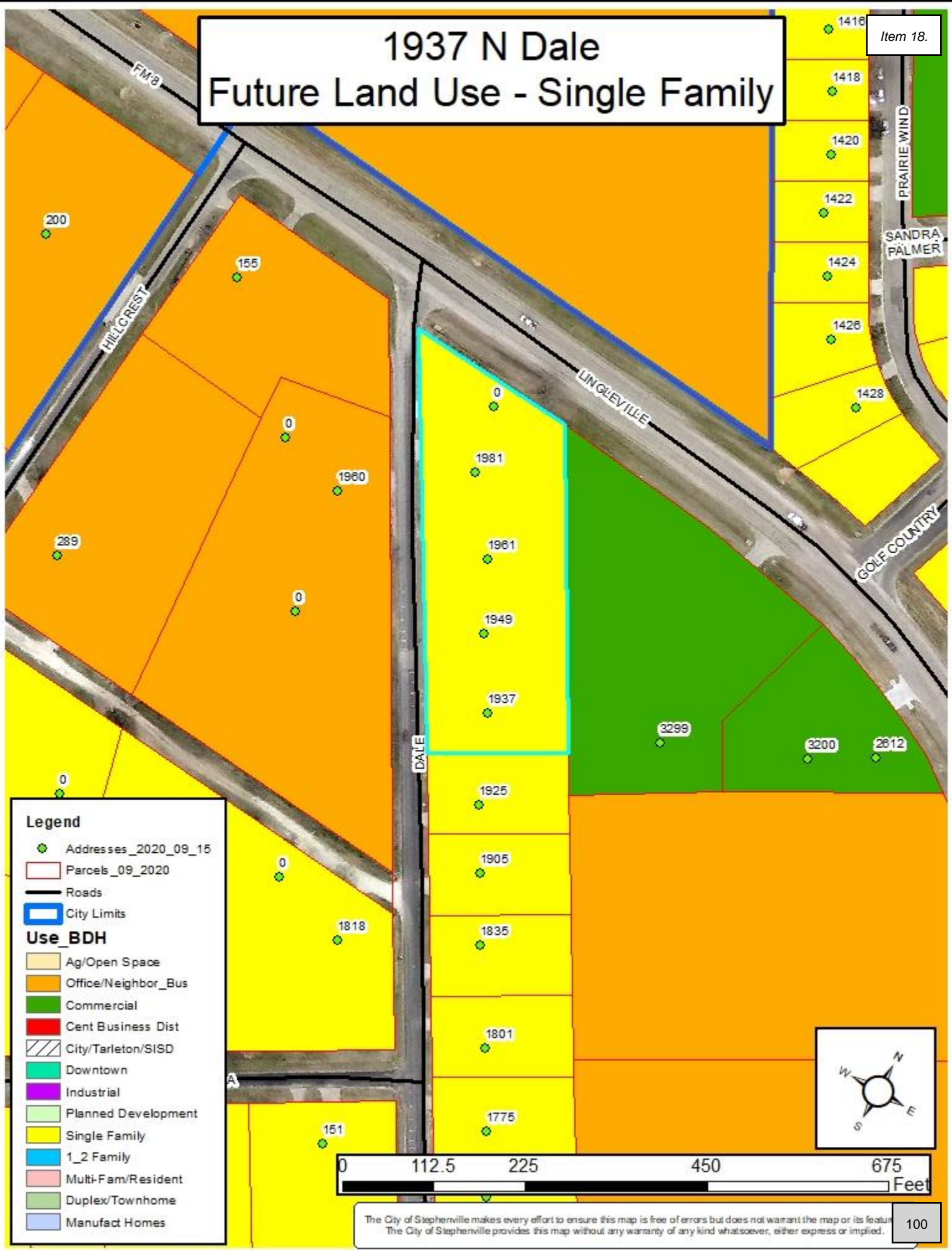
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1937 N Dale Future Land Use - Single Family

Item 18.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

Use_BDH

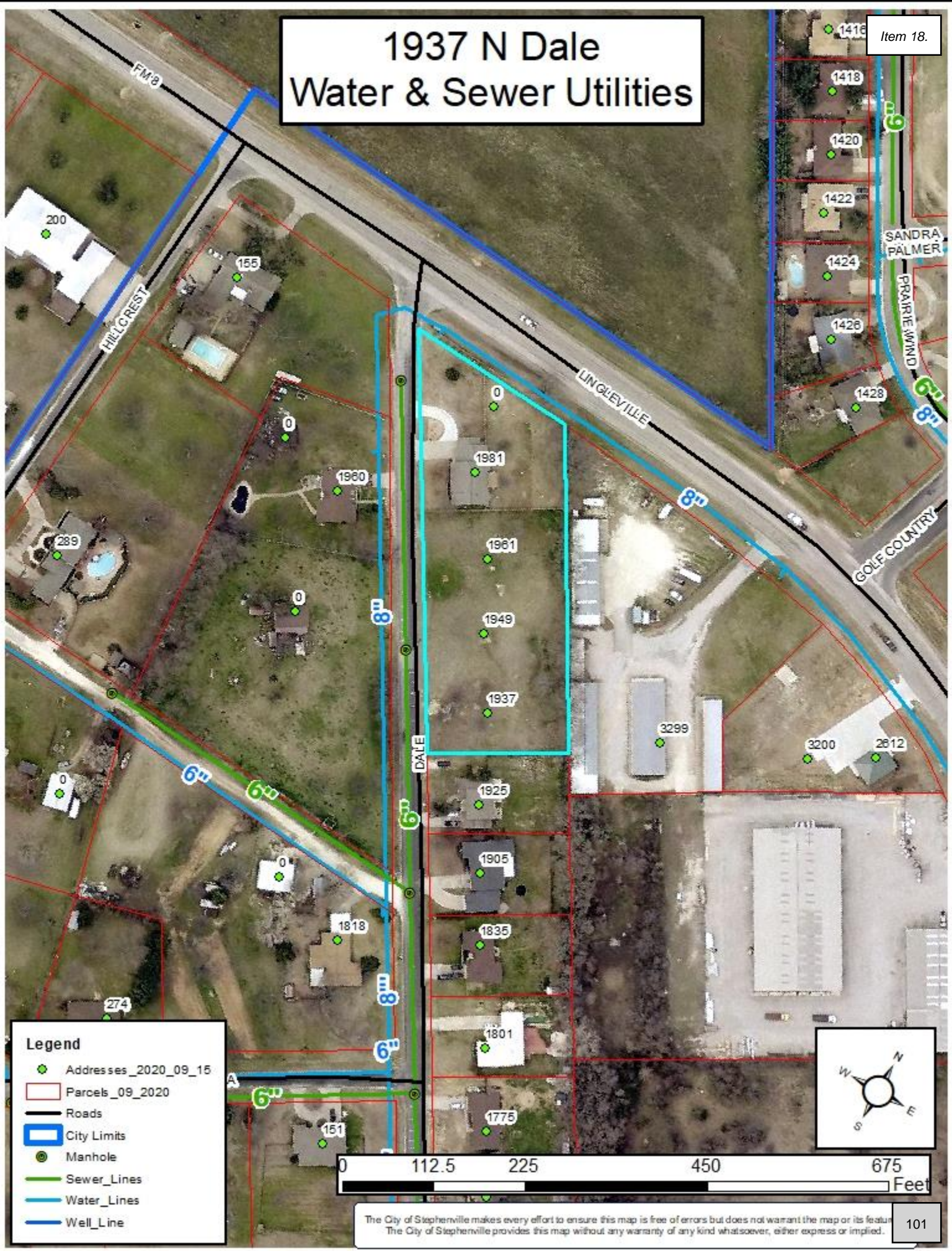
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- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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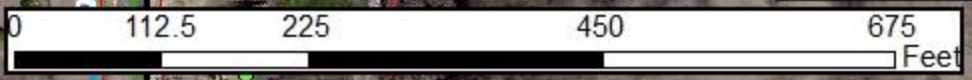
1937 N Dale Water & Sewer Utilities

Item 18.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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1937 N Dale Addresses

Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip Code
R000022666	3299 W LINGLEVILLE RD	BEAM ROGER L	PO BOX 923	STEPHENVILLE	TX	76401-0923
R000031785	1981 N DALE AVE	BROWN MICHAEL JOSEPH	1981 N DALE AVE	STEPHENVILLE	TX	76401
R000022571	1631 PR1022 OFF FM2303	GREAT SOUTHERN RANCH INC	1841 W OVERHILL	STEPHENVILLE	TX	76401-2323
R000040129	2500 W LINGLEVILLE RD	HBC LEASING CO LTD	202 W CENTRAL	COMANCHE	TX	76442
R000022665	2612 W LINGLEVILLE RD	LATOUR VINCENT	PO BOX 672	VERNON	TX	76384
R000031818	1960 N DALE AVE	LITTLETON MARJORIE	1960 N DALE AVE	STEPHENVILLE	TX	76401-1635
R000031824	1818 N DALE AVE	RICHARDSON LOUIS E & GLENDA	1818 N DALE	STEPHENVILLE	TX	76401
R000031791	1835 N DALE AVE	SOWELL GEORGE LAWRENCE & VICKIE J	1835 N DALE AVE	STEPHENVILLE	TX	76401
R000031789	1925 N DALE AVE	WALDEN JONATHAN M & ELIZABETH G	1925 N DALE	STEPHENVILLE	TX	76401
R000031815	155 HILLCREST DR	WALKER CODY PATRICK & JENNAH B	155 HILLCREST DR	STEPHENVILLE	TX	76401
R000031814	289 HILLCREST DR	WALKER J R	PO BOX 931	STEPHENVILLE	TX	76401-0931
R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



STAFF REPORT

SUBJECT: Case No.: SV2020-015

Applicant Michael Brown is requesting a Subdivision Waiver from Section 155.6.06.M(1) – Curb and Gutter Requirements, to be constructed at 1937 N Dale, being Lot 4, Block 1, of the Green Acres Addition to the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On October 21, 2020, the Planning and Zoning Commission, by a vote of 6 to 1, recommended the City Council approve the curb and gutter waiver.

BACKGROUND:

Applicant is requesting waiver as other homes in the vicinity do not have these improvements.

M. Curb and Gutter Options.

1. A six (6) inch standard curb shall be constructed on both sides of all streets except as allowed in 2 and 3 below.
2. On residential local streets and any subdivision where all lots are one (1) acre or large, a "lay down" or "roll down" curb shall be permitted if designed in accordance with Engineering Standards Manual.
3. On subdivision where all lots are one acre or larger, a "ribbon curb" shall be permitted if designed in Engineering Standards Manual.

CURRENT LAND USE:

(R-1) - Single Family.

COMPREHENSIVE PLAN FUTURE LAND USE:

(R-1) - Single Family

WATER

The property is served by a 8" city water main on Dale.

SEWER

The property is served by a 6" sanitary sewer main on Dale.

STREETS

The property fronts Dale Street which is serviced by the City.

Zoning and Land Use

Location	Current Zoning	Future Land Use
Subject Site	(R-1) Single Family	Single Family
North	(R-1) Single Family	Office/Neighborhood Business
South	(R-1) Single Family	Single Family
East	(B-1) Neighborhood Business	Commercial
West	(R-1) Single Family	Office/Neighborhood Business

ALTERNATIVES**Subdivision Waiver Decision**

- a. Accept the recommendation of the Planning and Zoning Commission and therefore, approve the waiver.
- b. Override the recommendation the Planning and Zoning Commission and therefore, deny the waiver.

PLANNING AND ZONING COMMISSION APPLICATION

1. APPLICANT/OWNER: MICHAEL BROWN
First Name Last Name
- ADDRESS: 1981 N. DALE AVE 254-968-3587
Street/P.O. Box Phone No
- STEPHENVILLE TX. 76401
City State Zip Code
2. PROPERTY DESCRIPTION: 1937 N. DALE AVE
Street Address
3. LEGAL DESCRIPTION: 4 1 GREEN ACRES
Lot(s) Block(s) Addition
4. PRESENT CODES: SECTION 155.06.11, SECTION 155.06.06.M1
Code of Ordinance Title

APPLICANTS REQUEST FOR AN APPLICATION PERTAINS TO THE FOLLOWING:

- () FOR INTERPRETATION of the meaning or intent of the Zoning Ordinance.
- (✓) A WAIVER from the literal enforcement of the Sub-Division Ordinance.

5. APPLICANTS REQUEST IS AS FOLLOWS:

NOT TO INSTALL SIDEWALKS, CURBS & GUTTER. ALL OF THE HOMES ON THIS STREET OF THIS ADDITION DO NOT HAVE THESE IMPROVEMENTS.

(Attach an additional sheet if necessary).

Michael Brown
Signature of Applicant

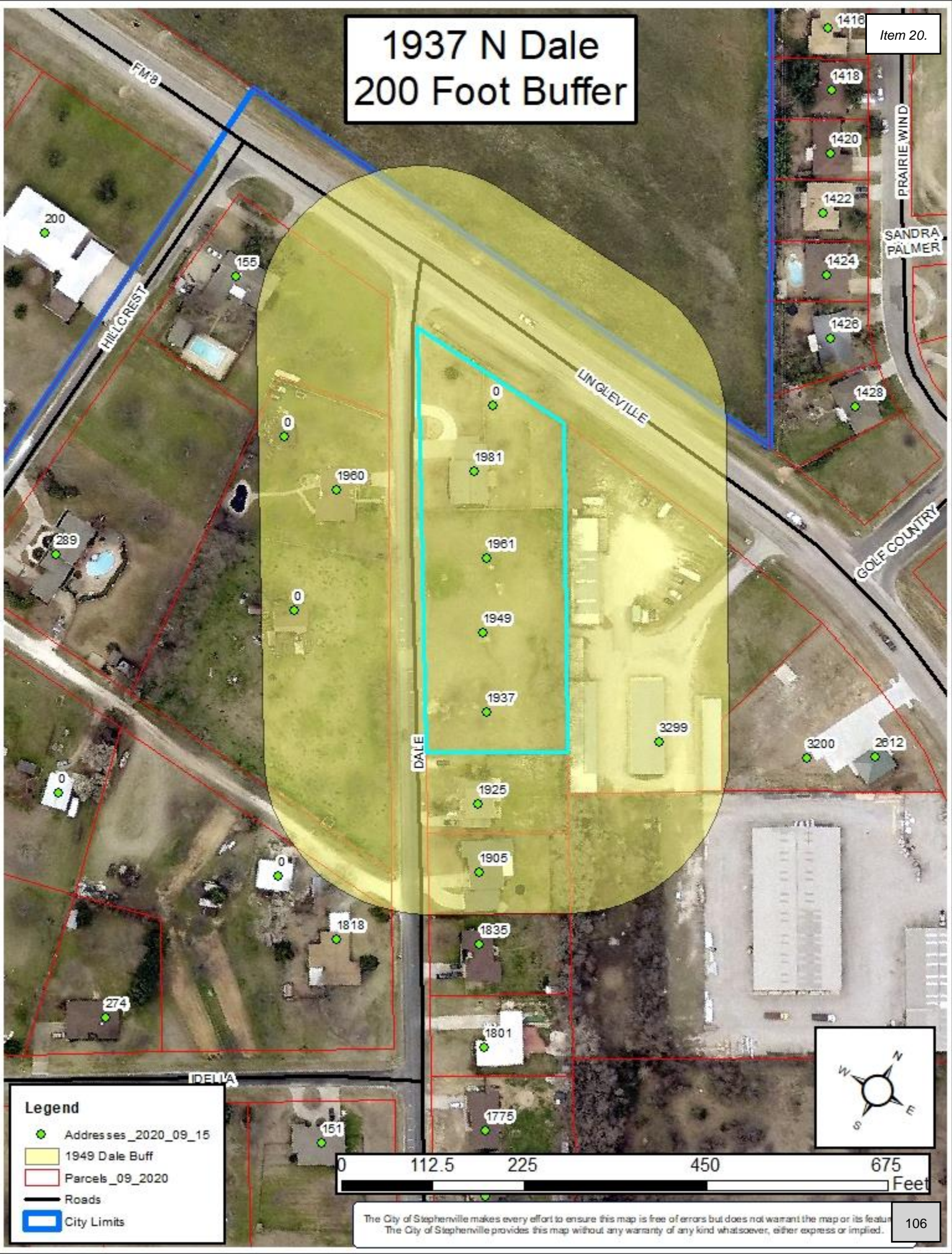
9-25-20
Date

Signature of City Official Received

Date Received by
Community Dev. Dept.

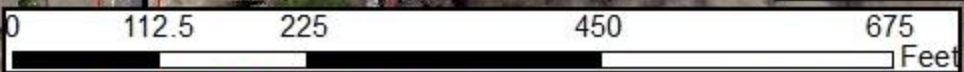
1937 N Dale 200 Foot Buffer

Item 20.



Legend

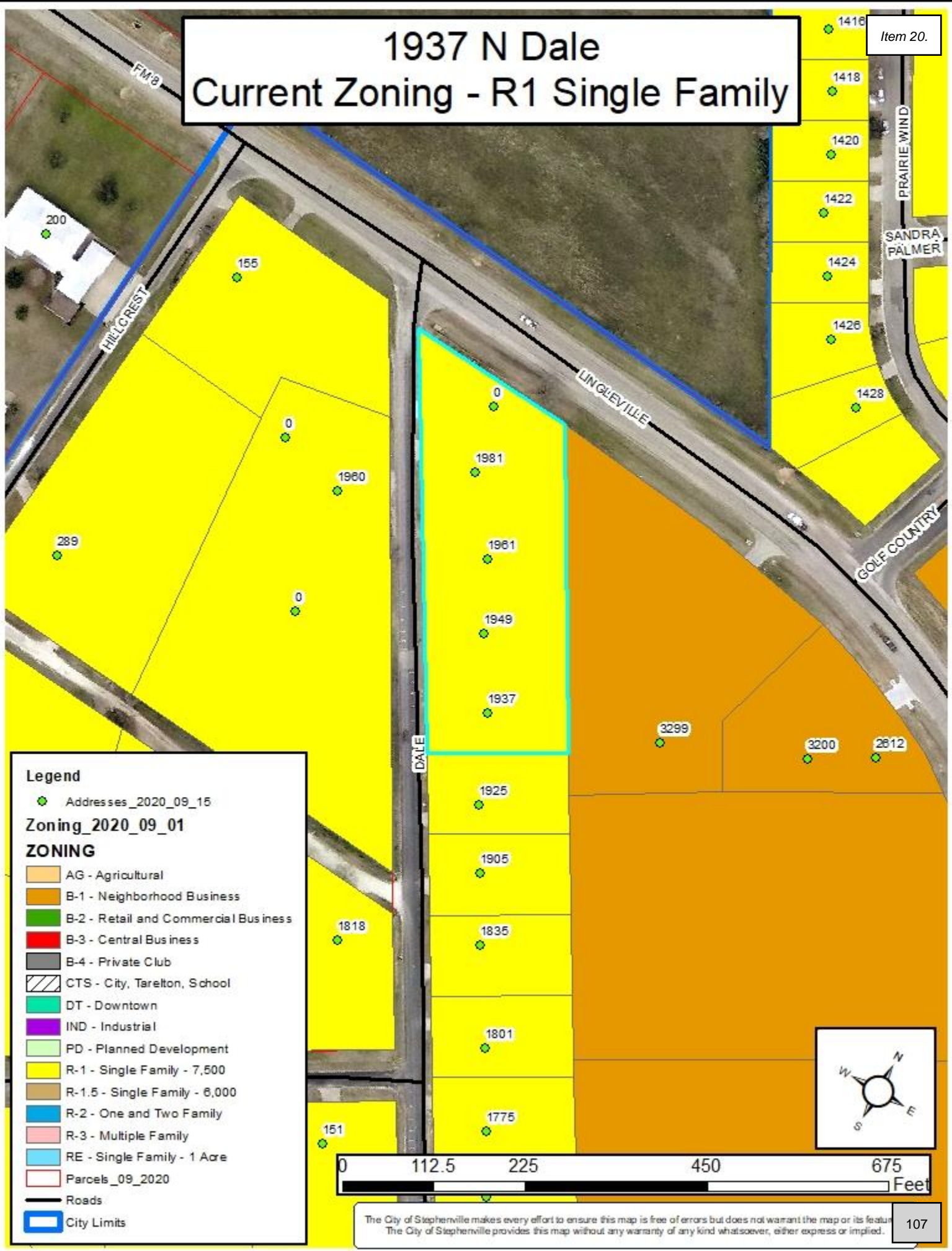
- Address es_2020_09_15
- 1949 Dale Buff
- Parcels_09_2020
- Roads
- City Limits



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1937 N Dale Current Zoning - R1 Single Family

Item 20.



Legend

- Addresses_2020_09_15

Zoning_2020_09_01

ZONING

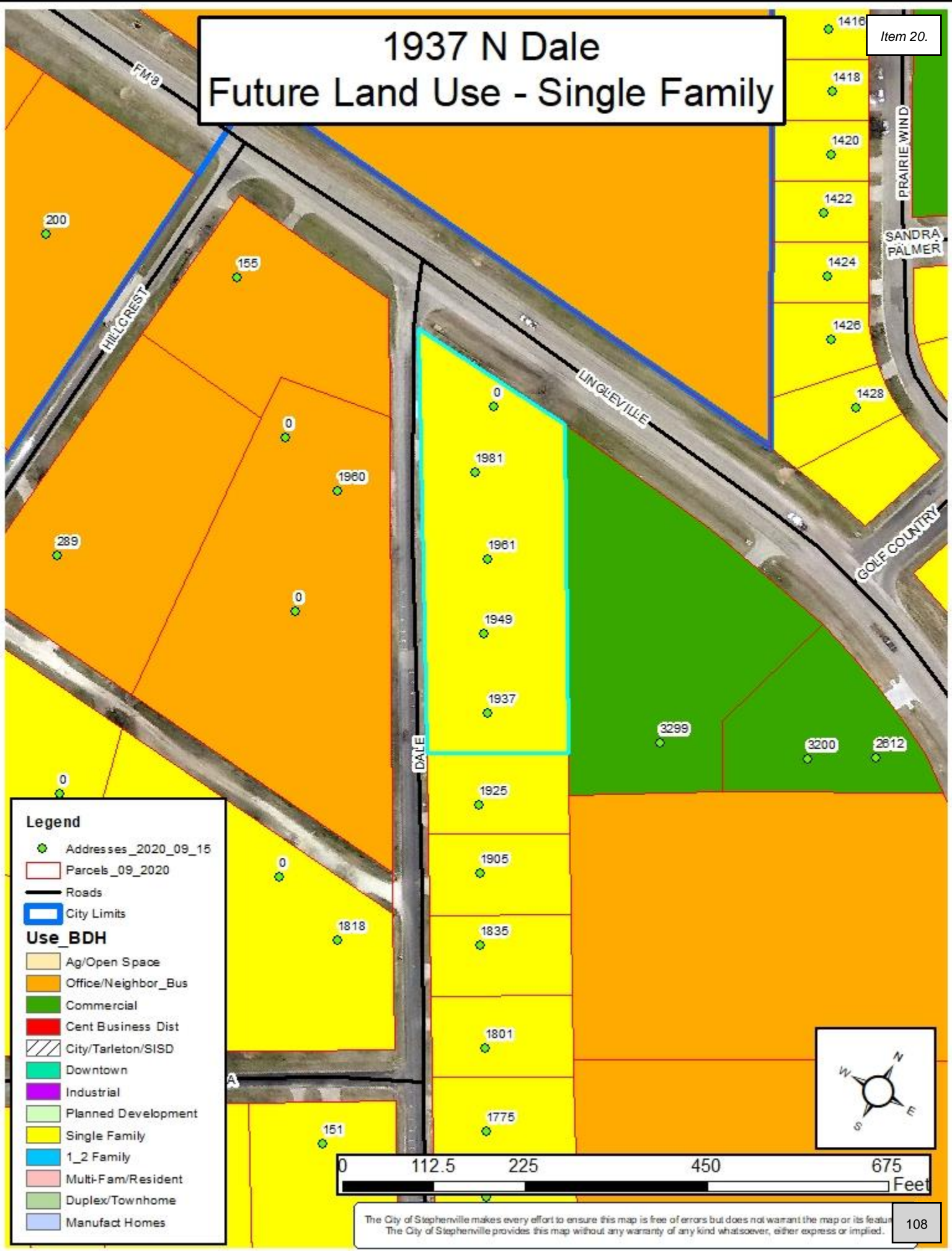
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
- Parcels_09_2020
- Roads
- City Limits



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1937 N Dale Future Land Use - Single Family

Item 20.



Legend

- Addresses_2020_09_15
- Parcels_09_2020
- Roads
- City Limits

Use_BDH

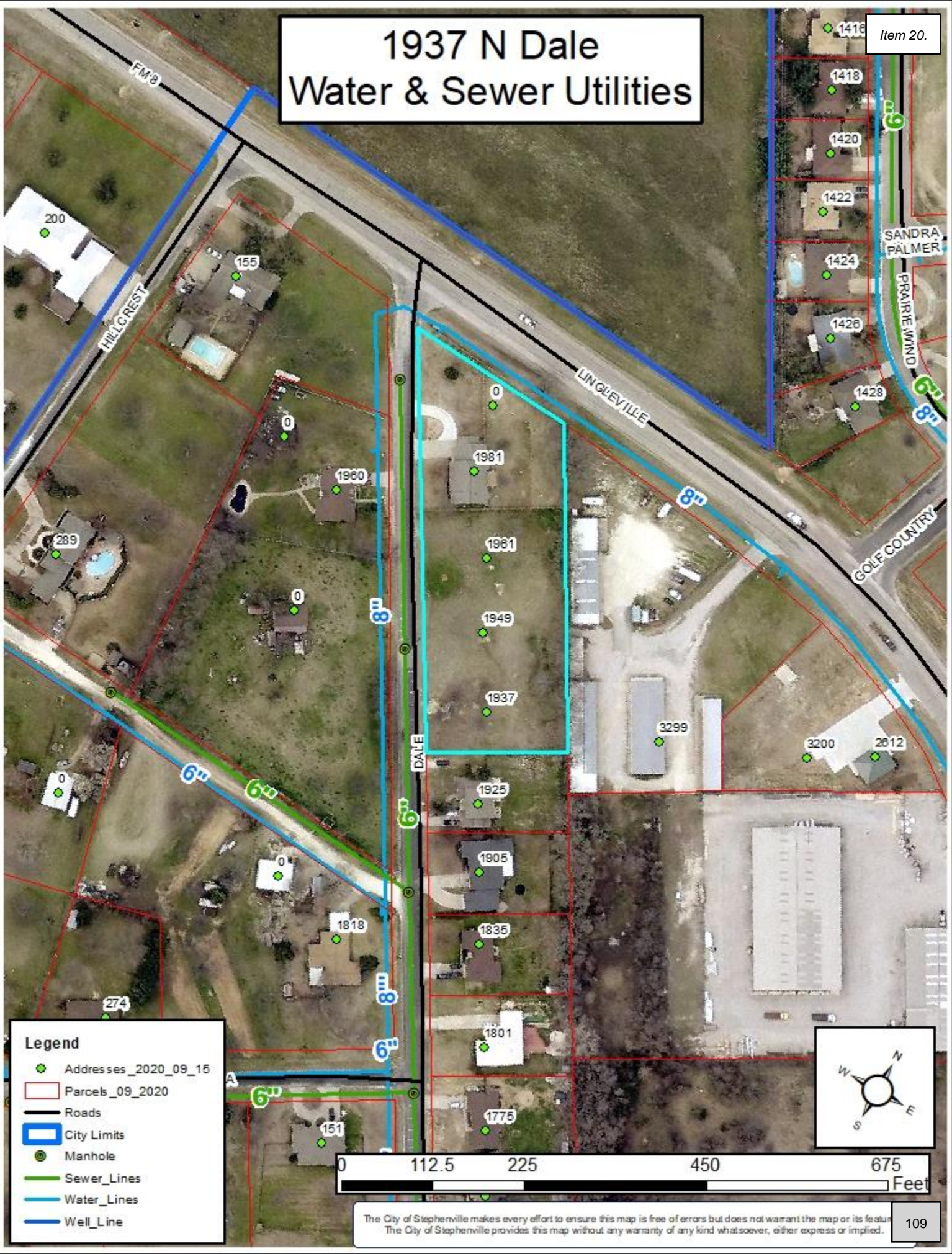
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
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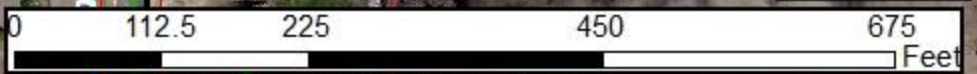
1937 N Dale Water & Sewer Utilities

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R000031790	1905 N DALE AVE	WALL SAMMY M & JOLENE H	1905 N DALE	STEPHENVILLE	TX	76401



COMMITTEE REPORT

REPORT TYPE: Finance Committee Report

MEETING: Council Committee meetings October 20, 2020

Present: Mark McClinton, chair, Justin Haschke, Brandon Huckabee

Absent: Brady Pendleton

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

Delinquent Utility Account Assistance:

The Finance Committee discussed the need to resume disconnection of delinquent utility accounts, as well as a delinquent utility account assistance program for utility customers that would not have the means to pay the balances owed to prevent disconnection of utility service. There are currently 437 delinquent active residential accounts with delinquent balances totaling \$91,721. 309 of these accounts (\$33,228) owe less than \$250. 48 of these accounts (\$13,857) owe between \$250 and \$350. 29 of these accounts (\$11,284) owe between \$350 and \$450. And, 51 of these accounts (\$33,352) owe more than \$450. 121 of these accounts are 4 or more months delinquent.

The Finance Committee unanimously approved forwarding the delinquent utility account assistance policy to Council with a positive recommendation.

Nationwide Retirement Solutions and Deferred Compensation Program

The Finance Committee discussed the services provided by Nationwide Retirement Solutions in relation to the deferred compensation program. No action was taken.



City of Stephenville

Delinquent Utility Account Assistance

Purpose:

The City of Stephenville referred to as (“City”) has established this policy to assist utility customers that have been impacted by COVID-19 to the extent that the utility service will be subject to disconnection upon the Stephenville City Council re-instating utility service disconnections.

The COVID-19 pandemic is a public safety and health issue. As washing hands regularly is a step in preventing the spread of COVID-19, disconnecting water utility services for non-payment could affect the spread of the virus, increasing the demands on the City’s public safety departments and negatively affecting the health and welfare of the community.

This policy outlines the City’s policies and procedures in relationship to extending the time to pay delinquent utility bills and the application and approval process for grants to assist in the payment of delinquent utility bills needed for the continuation of service. The City will take into account the overall financial circumstances of the applicant and apply this policy consistently.

All customers with delinquent utility accounts can execute a contract to pay the delinquent utility bills within six (6) months. If the utility customer requests more than a six (6) month contract, a nine (9) month contract can be submitted to the Director of Finance for approval. If the utility customer requests more than a nine (9) month contract, a twelve (12) month contract can be submitted to the City Manager for approval. Equal monthly payments and the current utility bill will be required by the due date of the current bill to avoid disconnection of service.

Customers with delinquent utility accounts that do not have the ability to pay the delinquent account balance within the next six (6) to twelve (12) months, as well as current utility bills, can apply for a one-time delinquent utility bill assistance grant. If approved, the City will provide funds from the General Fund CARES allocation to apply towards active delinquent utility accounts, which are due from customers who can successfully demonstrate that paying the delinquent utility bills would cause significant financial hardship and the non-payment of which would cause termination of service.

Financial Hardship Criteria:

The City will take into account a range of factors when deciding whether the full payment of the delinquent utility account will cause the applicant financial hardship. In making the decision whether to provide the assistance grant, the City will compare the amount earned, living expenses, assets and debts.



Written verification, when available, may be required to substantiate and verify information contained in the application.

1. Whether payment of the utility bills will affect the applicant's ability to pay for the following living expenses: food and clothes; rent or mortgage payments; any other basic needs; or any special needs for a serious illness or disability.
2. Whether the applicant owns any assets, such as a car or house. Assets also include: money in the bank; cash on hand for short term expenses; and money designated for special needs.
3. Whether the applicant has any debts.

The City uses a combination of the current year's federal poverty guidelines to help in determining if an applicant qualifies for a financial hardship.

In applying these guidelines, the City will also consider and take into account any other income and expenses including money earned in the entire household. Income and employment status verification may be required: including tax returns: check stubs, etc.



City of Stephenville

Delinquent Utility Account Assistance

An application for delinquent utility account assistance must be made in accordance with the City of Stephenville, hereinafter referred to as (“City”); policy entitled “Delinquent Utility Account Assistance”.

Applicants can request and complete a Delinquent Utility Account Assistance Application Form. The form can be obtained by calling 254-918-1230 or by visiting Stephenville Utility Billing office, located in City Hall, at 298 W. Washington St., Stephenville, TX 76401, during normal business hours.

If applying in person, please be prepared to offer written verification of the necessary information about your financial circumstances. If you have difficulty performing any of these tasks, please contact Stephenville Utility Billing at 254-918-1230. Applicants are required to return the completed forms and submit all required documentation to Stephenville Utility Billing at 298 W. Washington St., Stephenville, TX 76401, fax to 254-918-1211, or email to utilitybilling@stephenvilletx.gov.

Required Information:

The City requires independent information to support claims of financial hardship including verification of expenses and income. The information submitted will be treated confidentially and will only be reviewed by Stephenville Finance Department staff, the Stephenville Finance Committee, and Utility Billing and Collections staff that process the utility transactions.

Time Frame:

After an application and verification information is received, The City will consider the overall financial situation of the applicant and then render a decision. The City has designated the authority to grant or reject requests for delinquent utility account assistance to the Finance Director or City Manager. All decisions will be made within 10 working days from the time that the City receives and reviews all required information.

Applicants will receive a notification letter outlining whether or not the application has been approved or rejected. If our request for delinquent utility account assistance is rejected, the City will provide the applicant with a written summary and explanation of its decision.

The City will maintain all documentation related to the delinquent utility account assistance process. This documentation will include all supporting documentation including the application and all documents provided in support of the request.



In applying these guidelines, the City will also consider and take into account all other income and expenses; including money earned in the entire household. Income and employment status verification may be required; including tax returns; check stubs, etc.

Income shall be annualized from the date of request based on documentation provided, and upon verbal information provided by the utility customer. The annualization process will also take into consideration seasonal employment and temporary increase and/or decreases of income.

Any denial of delinquent utility account assistance will be written and will include instructions for reconsideration. If any additional documentation of financial need is received, the application will be reviewed and considered per the above guidelines.

PLEASE COMPLETE ATTACHED APPLICATION AND FINANCIAL STATEMENT.

YOUR REQUEST CANNOT BE PROCESSED UNLESS THE APPLICATION AND FINANCIAL STATEMENT IS FULLY COMPLETED AND SIGNED!



City of Stephenville

Delinquent Utility Account Assistance Application

Please complete the application and attached financial statement. Please return all forms and required documentation by mail to Stephenville Utility Billing at 298 W. Washington St., Stephenville, TX 76401, by fax to 254-918-1211, or by email at utilitybilling@stephenvilletx.gov. *All information relating to delinquent utility account assistance will be kept confidential.*

Account Name: _____

Address 1: _____

Address 2: _____

Stephenville, TX 76401

Telephone #: _____

Account number: ____ - ____ - ____

Utility bill dates _____

I am requesting assistance in the amount of \$ _____.

Name of Person completing this Application (if different than Utility Customer listed above)

_____ Telephone #: _____

Relationship to Utility Customer: _____

NUMBER OF FAMILY MEMBERS (LIVING IN HOUSEHOLD): _____

PLEASE LIST ALL CURRENT EMPLOYERS:

Check Here if UNEMPLOYED. HOW LONG?: _____

Employer 1: _____

Address: _____



Contact Person: _____ Telephone: _____

Employer 2: _____

Address: _____

Contact Person: _____ Telephone: _____

Please provide documentation of proof of income. Appropriate documentation of financial hardship would be one or more of the following:

1. Documented proof that Utility customer is at the current federal poverty guidelines (see attachment A for current federal HHS guidelines). Documents may include but not limited to:
 - W-2 withholding statements or unemployment check stubs for the past 90 days
 - Pay check stubs for the past 90 days for all persons employed in the home
 - Income tax return (most recent signed 1040 and/or W-2)
 - Proof of all other income received in the past 90 days
 - Unemployment denial letters
 - Forms from employers or welfare agencies.

2. Utility customer has other circumstances that indicate financial hardship. These can be situations such as:
 - Proof of all outstanding debts or bills (copies of bills, statements; late notices, etc.)
 - Proof of bankruptcy settlement (if applicable)
 - Catastrophic situations (death or disability in family, divorce) ***or other documentation which demonstrates the utility customer would be unable to pay delinquent utility bills and still be able to pay for other basic necessary expenses.***

3. Please describe utility customer indigent circumstances:



MONTHLY FAMILY INCOME & SOURCE

	Account Holder	Spouse	Dependents
Monthly Salary (Gross)	\$	\$	\$
Public Assistance Benefits	\$	\$	\$
Unemployment Benefits	\$	\$	\$
Social Security Benefits	\$	\$	\$
Workman’s Compensation	\$	\$	\$
Child Support	\$	\$	\$
Other (Alimony, Etc.)	\$	\$	\$
Subtotal	\$	\$	\$
TOTAL FAMILY INCOME			\$

*I HEREBY ACKNOWLEDGE THAT THE INFORMATION GIVEN HEREIN IS TRUE AND CORRECT. I AUTHORIZE **CITY OF STEPHENVILLE** TO VERIFY ANY INFORMATION CONTAINED IN THIS DOCUMENT FOR THE SOLE PURPOSE OF ASSESSING FINANCIAL NEED.*



_____/_____/_____
Signature of Person Making Request Date

Printed Name of Person Making Request

City of Stephenville Administrative Use Only

Account Name: _____

Account #: _____ - _____ - _____ Service Address: _____

Account balance: \$ _____ Delinquent amount \$ _____

Date application received: _____

Outcome of Request: (circle one) Approved Denied

Reason: _____

_____/_____/_____
Director of Finance/City Manager signature Date



City of Stephenville

Delinquent Utility Account Assistance Application

Attachment A 2014

2020 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA	
Persons in family/household	Poverty guideline
For families/households with more than 8 persons, add \$4,480 for each additional person.	
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120



CITY OF STEPHENVILLE, TEXAS
ORDER DECLARING LOCAL STATE OF DISASTER
DUE TO PUBLIC HEALTH EMERGENCY

WHEREAS, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID- 19, has been declared a global pandemic by the World Health Organization; and

WHEREAS, the symptoms of COVID-19 can range from mild to severe illness and cause further complications including death; and

WHEREAS, COVID-19 virus mainly spreads between people who are in close contact with one another through respiratory droplets produced when an infected person coughs or sneezes; and

WHEREAS, President Donald Trump declared a State of National Emergency for the United States of America on March 13, 2020; and

WHEREAS, on March 13, 2020, the Governor of the State of Texas issued a proclamation certifying that COVID-19 poses an imminent threat of disaster in the state and declaring a state of disaster for all counties in Texas; and

WHEREAS, on March 25, 2020, the City Council of the City of Stephenville issued a Declaration of Local State Disaster Due to Public Health Emergency and the City of Stephenville is taking extraordinary measures to prevent the spread of this potentially devastating disease in our community; and

WHEREAS, said state of disaster requires that certain emergency protective measures be taken pursuant to the Texas Disaster Act of 1975 relating to Emergency Management and Public Health, pursuant to Chapter 418 of the Texas Government Code.

NOW, THEREFORE, BE IT ORDERED by the City Council of the City of Stephenville, Texas that the April 1, 2020 Declaration of Public Health Emergency is hereby amended as follows:

SECTION 1.

1. A State of Disaster and Public Health Emergency is hereby declared for the City of Stephenville, pursuant to §418.108(a) of the Texas Government Code.
2. This Declaration of a local state of disaster and public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary, pursuant to §418.108(c) of the Texas Government Code.
3. The City's Emergency Operations Plan is activated and implemented, pursuant to §418.108(d) of the Texas Government Code.
4. The City Council of the City of Stephenville authorizes the city manager to promulgate such regulations as he deems necessary to protect life and property and preserve critical resources while a state of disaster is in effect.

5. This Declaration authorizes the City to temporarily acquire, by lease or other means, sites required for temporary housing units or emergency shelters for evacuees, subject to compensation requirements, pursuant to §418.020(c) of the Texas Government Code.
6. This Declaration authorizes the City to take any actions necessary to promote health and suppress disease, including quarantine, examining and regulating hospitals, regulating ingress and egress from the City, and fining those who do not comply with the City's rules, pursuant to §122.006 of the Health and Safety Code.
7. This declaration hereby authorizes the use of all lawfully available enforcement tools.

SECTION 2.

1. The City of Stephenville hereby adopts Executive Orders GA-15 and GA-16 issued by Texas Governor Gregg Abbott on April 17, 2020 as the controlling documents for restrictions and guidelines in Stephenville, Erath County, Texas, for the duration of this order, with the exception of the following sections which detail restrictions specifically for Stephenville, Texas. These orders will remain as the controlling documents unless they are modified, amended, rescinded, or superseded by the Governor of the State of Texas. If such action should occur then the modified, amended, or superseding document(s) will become the controlling documents for restrictions and guidelines in Stephenville, Erath County, Texas without need for action by the City Council of the City of Stephenville to amend this order. Executive Orders GA-15 and GA-16 are attached hereto.
2. This Declaration orders all businesses operating within the city of Stephenville, Texas to take extreme care and all actions necessary to prevent the spread of COVID-19. Extreme care and action include, but is not limited to, the following practices:
 - a. Monitoring the body temperature of all employees;
 - b. Prior to opening for business and throughout the day disinfecting all surfaces;
 - c. Encouraging all employees to wash their hands on an hourly basis;
 - d. Mandate all employees and customers abide by the social distancing guidelines attached;
 - e. Limit travel of employees outside the city limits of the City of Stephenville, Texas;
 - f. At Convenience Stores where no automatic door is present, at least one door allowing entry for customers shall remain permanently open during business hours;
 - g. All businesses must provide hand sanitizing stations at least one entrance; and
 - h. Allow employees whose job functions permit them to work within the confines of their own home to do such.

Businesses and employers are encouraged to implement any and all measures necessary to prevent the spread of COVID-19 and are ordered to post all measures on the door of entrance to their businesses.

3. Golf Pro Shops will be closed. Golfers will check in outside and staff will practice social distancing similar to grocery stores and markets to assist golfers. Flag sticks may be replaced on greens, but must not be removed by golfers for any reason during the course of play. Bunker rakes will be removed from the bunkers. Clubs and Golf Course will only allow one rider per cart unless passengers are members of the same household, and walking is an option if no carts are available. Carts will be sanitized after each use. All golfers will remain six feet apart at all times, no exceptions. Distancing requirements will be monitored by a Golf Professional to ensure compliance. Driving ranges and practice facilities will be closed. Golfers are not permitted to congregate at any time. Course lavatory facilities shall be sanitized every thirty minutes by course

staff. Both golfers and course staff are subject to the penalties set forth herein to enforce this Order.

SECTION 3.

Childcare facilities may continue to operate under the following guidelines:

1. Child's temperature must be checked upon entrance and children with a fever will not be allowed in. Temperature will be taken throughout the day in at least 90 minute intervals and children will be sent home if fever exists.
2. Childcare must be carried out in groups of 10 or fewer each day.
3. No interchanging of groups of children.
4. If more than one group is at a facility, each group must be in a separate room (no mixing of groups).
5. Each provider must stay with only one group and not change.

SECTION 4.

1. All public, private, and commercial laboratories operating within the City of Stephenville and performing COVID-19 testing shall report by 5:00 p.m. each day for the prior 24-hour period (1) the number of COVID-19 tests performed and (2) the number of positive COVID-19 tests to Jimmy Chew, Director of Emergency Management for the City of Stephenville if the specimen is collected, or the test is performed, in the City of Stephenville.
2. Such laboratories shall not provide names or other individually identifiable health information that could be used to identify an individual patient. This information will be used solely for public health purposes to monitor the testing conducted in the City and mitigate and contain the spread of COVID-19.

SECTION 5.

If someone in a household has tested positive for coronavirus (COVID-19), the household is ordered to isolate at home. Members of the household cannot go to work, school, or any other community function outside the home. Any person who is sick, experiencing common COVID-19 symptoms including fever, cough, or shortness of breath are hereby ordered to stay home and follow Center for Disease Control Guidelines on how to discontinue home isolation.

SECTION 6.

In order to minimize the impact of the COVID-19 virus to the citizens of Stephenville, the City of Stephenville is implementing the following closures.

1. **Airport** – Terminal is to remain open, however no group meetings will be held or scheduled.
2. **City Hall** – Front doors will be locked and the public will be admitted to the building by appointment only. Staff will monitor telephones and email during business hours. Employees who do not have an office in City Hall will be able to make appointments by telephone or by email.
3. **Library** – Closed to the public and all programs cancelled. Staff will monitor telephones and email during business hours. Returns will be accepted through the outside receptacles.

4. **Municipal Service Center** – Front doors will be locked and the public will be admitted to the building by appointment only. Staff will monitor telephones and email during business hours.
5. **Park Facilities** – Playgrounds, sport courts and fields, public swimming areas, pavilions and the Recreation Hall are closed to the public. Public trails, open areas, skate park, disc golf course, and RV camping are open to the public. Organized activities larger than 10 people not of the same household are prohibited. Individuals not of the same household must, at all times and as reasonably possible, maintain social distancing of at least six feet from any other person when using city park facilities.
6. **Public Safety**
 - i. *Fire Station No. 2* – Front doors will be locked. Those seeking assistance may contact fire personnel by using the intercom in the front of the building or by calling 254-918-1273 from their home or cell phone.
 - ii. *Police Department* – Front doors will be locked. Those seeking assistance may contact dispatch by picking up the phone in the front of the building or by calling 254-918-1273 from their home or cell phone.
7. **Recreation Center** – Closed to the public and all programs cancelled.
8. **Senior Citizens Center** – Closed to the public; all programs and activities will be cancelled.
9. **Meetings** – All Public Meetings will comply with the Texas Open Meetings Act as amended by Executive Order of the Governor of the State of Texas. All Public Meetings will be conducted via teleconference unless otherwise posted. All Regular Business Meetings of the Stephenville City Council held on the 1st Tuesday of each month are suspended for the duration of this order or unless called into session by the Mayor of Stephenville.

SECTION 7.

The City of Stephenville will not terminate utility services for the duration of this declaration. The City of Stephenville will designate funds in the amount of \$250,000 to help stimulate all restaurants and personal service businesses within the city of Stephenville that have been affected by COVID-19.

SECTION 8.

This Order shall become effective immediately, and shall remain in effect until it is either rescinded, superseded, or amended pursuant to applicable law or Governor's Order.

SECTION 9.

The City of Stephenville must promptly provide copies of this Order by posting on the city's website. In addition, the owner, manager, or operator of any facility that is likely to be impacted by this Order is strongly encouraged to post a copy of this Order onsite and to provide a copy to any member of the public asking for a copy.

SECTION 10.

If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Order.

SECTION 11.

A person who knowingly or intentionally violates this declaration commits an offense, punishable by a fine of not less than \$50.00 and not more than \$1,000.00 or confinement in jail for a term that does not exceed 180 days. Upon a second violation of this declaration, a business who holds a Certificate of Occupancy from the City of Stephenville may have that Certificate of Occupancy revoked.

SECTION 12.

1. Any ordinance, order, or regulation that would prevent temporary sheltering and housing by the City of Stephenville, Texas, or the Federal Government in response to the declared disaster are suspended or modified as necessary to make these regulations effective.
2. Any ordinance or regulation imposing a time requirement for approving or denying an application or for appealing a County Court or Administrative decision is tolled.
3. Any ordinances or regulations that conflict with these regulations are suspended or modified as necessary to make these regulations effective.
4. Suspension or modification of the ordinances and regulations shall remain in effect until these regulations are terminated or until the state of disaster is terminated, whichever is sooner.

SECTION 13.

This declaration hereby authorizes the use of all lawfully available enforcement tools.


ORDERED THIS the 22nd day of April, 2020.

ATTEST:



 Staci L. King, City Secretary





 Doug Svieth, Mayor

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
April 17, 2020

EXECUTIVE ORDER
GA 15

Relating to hospital capacity during the COVID-19 disaster.

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, on April 12, 2020, I issued a proclamation renewing the disaster declaration for all counties in Texas; and

WHEREAS, the Commissioner of the Texas Department of State Health Services, Dr. John Hellerstedt, has determined that COVID-19 represents a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, I have issued numerous executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, a shortage of hospital capacity or personal protective equipment would hinder efforts to cope with the COVID-19 disaster; and

WHEREAS, hospital capacity and personal protective equipment were being depleted by surgeries and procedures that were not medically necessary to correct a serious medical condition or to preserve the life of a patient, contrary to recommendations from the President's Coronavirus Task Force, the Centers for Disease Control and Prevention, the U.S. Surgeon General, and the Centers for Medicare and Medicaid Services; and

WHEREAS, various hospital licensing requirements would stand in the way of implementing increased occupancy in the event of surge needs for hospital capacity due to COVID-19; and

WHEREAS, I issued Executive Order GA-09 on March 22, 2020, in an effort to avoid a shortage of hospital capacity or personal protective equipment, and it is subject to expiration at 11:59 p.m. on April 21, 2020, absent further action by the governor; and

WHEREAS, the "governor is responsible for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and the legislature has given the governor broad authority to fulfill that responsibility; and

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
11:40AM O'CLOCK

APR 17 2020

WHEREAS, under Section 418.012, the “governor may issue executive orders ... hav[ing] the force and effect of law;” and

WHEREAS, under Section 418.016(a), the “governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of a state agency if strict compliance with the provisions, orders, or rules would in any way prevent, hinder, or delay necessary action in coping with a disaster;” and

WHEREAS, under Section 418.173, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable by a fine not to exceed \$1,000, confinement in jail for a term not to exceed 180 days, or both fine and confinement.

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis beginning at 11:59 p.m. on April 21, 2020, and continuing until 11:59 p.m. on May 8, 2020:

All licensed health care professionals and all licensed health care facilities shall postpone all surgeries and procedures that are not medically necessary to diagnose or correct a serious medical condition of, or to preserve the life of, a patient who without timely performance of the surgery or procedure would be at risk for serious adverse medical consequences or death, as determined by the patient’s physician; provided, however, that this prohibition shall not apply to either of the following:

- any procedure that, if performed in accordance with the commonly accepted standard of clinical practice, would not deplete the hospital capacity or the personal protective equipment needed to cope with the COVID-19 disaster; or
- any surgery or procedure performed in a licensed health care facility that has certified in writing to the Texas Health and Human Services Commission both: (1) that it will reserve at least 25% of its hospital capacity for treatment of COVID-19 patients, accounting for the range of clinical severity of COVID-19 patients; and (2) that it will not request any personal protective equipment from any public source, whether federal, state, or local, for the duration of the COVID-19 disaster.

I hereby continue the suspension of the following provisions to the extent necessary to implement increased occupancy in the event of surge needs for hospital capacity due to COVID-19:

25 TAC Sec. 133.162(d)(4)(A)(iii)(I);
25 TAC Sec. 133.163(f)(1)(A)(i)(II)–(III);
25 TAC Sec. 133.163(f)(1)(B)(i)(III)–(IV);
25 TAC Sec. 133.163(m)(1)(B)(ii);
25 TAC Sec. 133.163(t)(1)(B)(iii)–(iv);
25 TAC Sec. 133.163(t)(1)(C);
25 TAC Sec. 133.163(t)(5)(B)–(C); and

Any other pertinent regulations or statutes, upon written approval of the Office of the Governor.

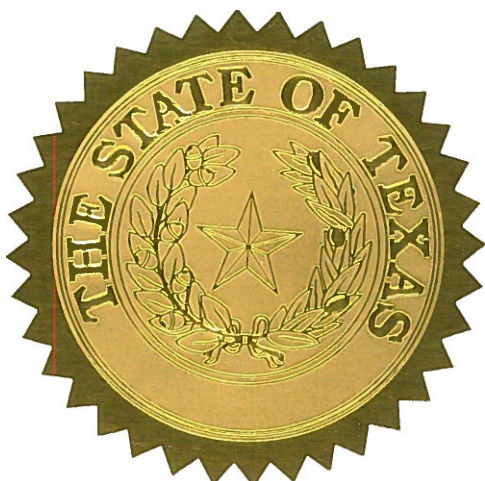
This executive order shall remain in effect and in full force until 11:59 p.m. on May 8, 2020, unless it is modified, amended, rescinded, or superseded by the governor.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
11:40 AM O'CLOCK

APR 17 2020

Governor Greg Abbott
April 17, 2020

Executive Order GA-15
Page 3



Given under my hand this the 17th
day of April, 2020.

A handwritten signature in black ink that reads "Greg Abbott".

GREG ABBOTT
Governor

ATTESTED BY:

A handwritten signature in blue ink that reads "Ruth R. Hughs".

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
11:40 AM O'CLOCK

APR 17 2020

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
April 17, 2020

EXECUTIVE ORDER GA 16

*Relating to the safe, strategic reopening of select services as the first step to
Open Texas in response to the COVID-19 disaster.*

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, on April 12, 2020, I issued a proclamation renewing the disaster declaration for all counties in Texas; and

WHEREAS, the Commissioner of the Texas Department of State Health Services (DSHS), Dr. John Hellerstedt, has determined that COVID-19 represents a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, I have issued numerous executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, I issued Executive Order GA-08 on March 19, 2020, mandating certain obligations for Texans in accordance with the President's Coronavirus Guidelines for America, as promulgated by President Donald J. Trump and the Centers for Disease Control and Prevention (CDC) on March 16, 2020, which called upon Americans to take actions to slow the spread of COVID-19 for 15 days; and

WHEREAS, shortly before Executive Order GA-08 expired, I issued Executive Order GA-14 on March 31, 2020, based on the President's announcement that the restrictive social-distancing Guidelines should extend through April 30, 2020, in light of advice from Dr. Anthony Fauci and Dr. Deborah Birx, and also based on guidance by DSHS Commissioner Dr. Hellerstedt and White House Coronavirus Response Coordinator Dr. Birx that the spread of COVID-19 can be reduced by minimizing social gatherings; and

WHEREAS, Executive Order GA-14 superseded Executive Order GA-08 and expanded the social-distancing restrictions and other obligations for Texans that are aimed at slowing the spread of COVID-19, including by limiting social gatherings and in-person contact with people (other than those in the same household) to providing or obtaining "essential services," and by expressly adopting the U.S. Department of Homeland Security's March 28, 2020 Guidance on the Essential Critical Infrastructure Workforce, Version 2.0, which provides a list of critical-infrastructure sectors, workers, and functions that should continue as "essential services" during the COVID-19 response; and

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APR 17 2020

Governor Greg Abbott
April 17, 2020

Executive Order GA-16
Page 2

WHEREAS, Executive Order GA-14 therefore restricts non-essential services during the COVID-19 disaster; and

WHEREAS, although many lives have been saved because of social-distancing restrictions like those required by Executive Order GA-14, more than 400 Texans have lost their lives because of COVID-19, and the disease still presents a serious threat across Texas that could persist in certain areas; and

WHEREAS, apart from the threats to health and safety, COVID-19 has also wrought havoc on the many Texas businesses and workers affected by social-distancing restrictions that were necessary to protect human life; and

WHEREAS, over one million unemployment claims have been filed during the COVID-19 disaster by conscientious Texans who want to get back to work as soon as it is safe to do so; and

WHEREAS, Texas must protect lives while restoring livelihoods, both of which can be achieved with the expert advice of medical professionals and business leaders; and

WHEREAS, today I am also issuing Executive Order GA-17, creating the Governor's Strike Force to Open Texas to study and make recommendations on safely and strategically restarting and revitalizing all aspects of the Lone Star State—work, school, entertainment, and culture; and

WHEREAS, the “governor is responsible for meeting ... the dangers to the state and people presented by disasters” under Section 418.011 of the Texas Government Code, and the legislature has given the governor broad authority to fulfill that responsibility; and

WHEREAS, under Section 418.012, the “governor may issue executive orders ... hav[ing] the force and effect of law;” and

WHEREAS, under Section 418.016(a), the “governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business ... if strict compliance with the provisions ... would in any way prevent, hinder, or delay necessary action in coping with a disaster;” and

WHEREAS, under Section 418.017(a), the “governor may use all available resources of state government and of political subdivisions that are reasonably necessary to cope with a disaster;” and

WHEREAS, under Section 418.018(c), the “governor may control ingress and egress to and from a disaster area and the movement of persons and the occupancy of premises in the area;” and

WHEREAS, under Section 418.173, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable by a fine not to exceed \$1,000, confinement in jail for a term not to exceed 180 days, or both fine and confinement.

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis effective immediately, and continuing through April

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APR 17 2020

30, 2020, subject to extension based on the status of COVID-19 in Texas and the recommendations of the CDC and the White House Coronavirus Task Force:

In accordance with guidance from DSHS Commissioner Dr. Hellerstedt, and to achieve the goals established by the President to reduce the spread of COVID-19, every person in Texas shall, except where necessary to provide or obtain essential services or reopened services, minimize social gatherings and minimize in-person contact with people who are not in the same household.

“Essential services” shall consist of everything listed by the U.S. Department of Homeland Security (DHS) in its Guidance on the Essential Critical Infrastructure Workforce, Version 2.0 or any subsequent version, plus religious services conducted in churches, congregations, and houses of worship. Other essential services may be added to this list with the approval of the Texas Division of Emergency Management (TDEM). TDEM shall maintain an online list of essential services, as specified in this executive order and any approved additions. Requests for additions should be directed to TDEM at EssentialServices@tdem.texas.gov or by visiting www.tdem.texas.gov/essentialservices.

“Reopened services” shall consist of:

- Starting at 12:01 a.m. on Friday, April 24, 2020, retail services that are not “essential services,” but that may be provided through pickup, delivery by mail, or delivery to the customer’s doorstep in strict compliance with the terms required by DSHS. The DSHS requirements may be found at www.dshs.texas.gov/coronavirus.
- Such additional services as may be enumerated by future executive orders or proclamations by the governor.

In providing or obtaining essential services or reopened services, people and businesses should follow the Guidelines from the President and the CDC by practicing good hygiene, environmental cleanliness, and sanitation, implementing social distancing, and working from home if possible. In particular, all such services should be provided through remote telework from home unless they cannot be provided through remote telework. Religious services should be conducted in accordance with the Guidelines for Houses of Worship During the COVID-19 Crisis, as promulgated by the attorney general and governor.

In accordance with the Guidelines from the President and the CDC, people shall avoid eating or drinking at bars, restaurants, and food courts, or visiting gyms, massage establishments, tattoo studios, piercing studios, or cosmetology salons; provided, however, that the use of drive-thru, pickup, or delivery options for food and drinks is allowed and highly encouraged throughout the limited duration of this executive order.

This executive order does not prohibit people from accessing essential or reopened services or engaging in essential daily activities, such as going to the grocery store or gas station, providing or obtaining other essential or reopened services, visiting parks, hunting or fishing, or engaging in physical activity like jogging or bicycling, so long as the necessary precautions are maintained to reduce the transmission of COVID-19 and to minimize in-person contact with people who are not in the same household.

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SECRETARY OF STATE
11:45am O'CLOCK

APR 17 2020

In accordance with the Guidelines from the President and the CDC, people shall not visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities unless to provide critical assistance as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by the HHSC, including minimizing the movement of staff between facilities whenever possible.

In accordance with the Guidelines from the President and the CDC, schools shall remain temporarily closed to in-person classroom attendance by students and shall not recommence before the end of the 2019-2020 school year. Public education teachers and staff are encouraged to continue to work remotely from home if possible, but may return to schools to conduct remote video instruction, as well as perform administrative duties, under the strict terms required by the Texas Education Agency. Private schools and institutions of higher education should establish similar terms to allow teachers and staff to return to schools to conduct remote video instruction and perform administrative duties when it is not possible to do so remotely from home.

This executive order shall supersede any conflicting order issued by local officials in response to the COVID-19 disaster, but only to the extent that such a local order restricts essential services or reopened services allowed by this executive order or allows gatherings prohibited by this executive order. I hereby suspend Sections 418.1015(b) and 418.108 of the Texas Government Code, Chapter 81, Subchapter E of the Texas Health and Safety Code, and any other relevant statutes, to the extent necessary to ensure that local officials do not impose restrictions inconsistent with this executive order, provided that local officials may enforce this executive order as well as local restrictions that are consistent with this executive order.

This executive order supersedes Executive Order GA-14, but does not supersede Executive Orders GA-09, GA-10, GA-11, GA-12, GA-13, or GA-15. This executive order shall remain in effect and in full force until 11:59 p.m. on April 30, 2020, unless it is modified, amended, rescinded, or superseded by the governor.



Given under my hand this the 17th day of April, 2020.

Handwritten signature of Greg Abbott in black ink.

GREG ABBOTT
Governor

ATTESTED BY:

Handwritten signature of Ruth R. Hughs in blue ink.
RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
11:45AM O'CLOCK

APR 17 2020



STAFF REPORT

SUBJECT: Monthly Budget Report & Quarterly Investment Report for the period Ending 9/30/2020

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

BACKGROUND:

In reviewing the financial statements ending September 30, 2020, the financial indicators are as expected, considering the impact of COVID-19.

- **Property Tax**
We received \$9K in property taxes in the month of September, resulting in a \$430K or 7.09% increase over funds collected last fiscal year. The \$6.5 million collected is 101.19% of budget.
- **Sales Tax**
We received \$512K in sales tax in September, resulting in \$14K or 2.65% less than the funds collected last September. The \$6.3 million collected is 96.1% of the \$6.57 million budgeted, which is about 3.9% less than anticipated. We collected \$163K or 2.52% less than the previous fiscal year.
- **HOT Funds**
We received \$325K in revenue in the Hotel Occupancy Tax fund through September, as compared to \$558K in revenue through last September. We spent \$216K in Hotel Occupancy Tax funds through September as compared to \$494K last year. Both are a direct reflection of the impact of COVID-19.
- **Revenue (Budgetary comparison)**
The target budget for operating revenue is \$30.3 million. We received \$28.4 million in revenue through September, resulting in \$1.9K under the target budget. This is a result of reimbursement-based grants and the impact of COVID-19.
- **Expenditures (Budgetary comparison)**
The target budget for operating expenditures is \$21.1 million. We expended \$18.8 million through September resulting in \$2.3 million under the target budget.
- **Revenue (Prior year comparison)**
Operating revenue received last year was \$28.8 million as compared to the current year's \$28.4 million, resulting in a \$355K decrease due to sales taxes, franchise taxes, hotel occupancy taxes, licenses & permits, interest, and other income.
- **Expenditures (Prior year comparison)**
Operating expenditures last year were \$18.9 million as compared to the current year's \$18.8 million, resulting in a \$82K decrease. General Fund expenditures increased \$405K due to wages and benefits, maintenance, damage claims, and COVID-19 supplies. SEDA expenditures increased \$8K for marketing, wages and benefits, and grants.
- **New Programs**

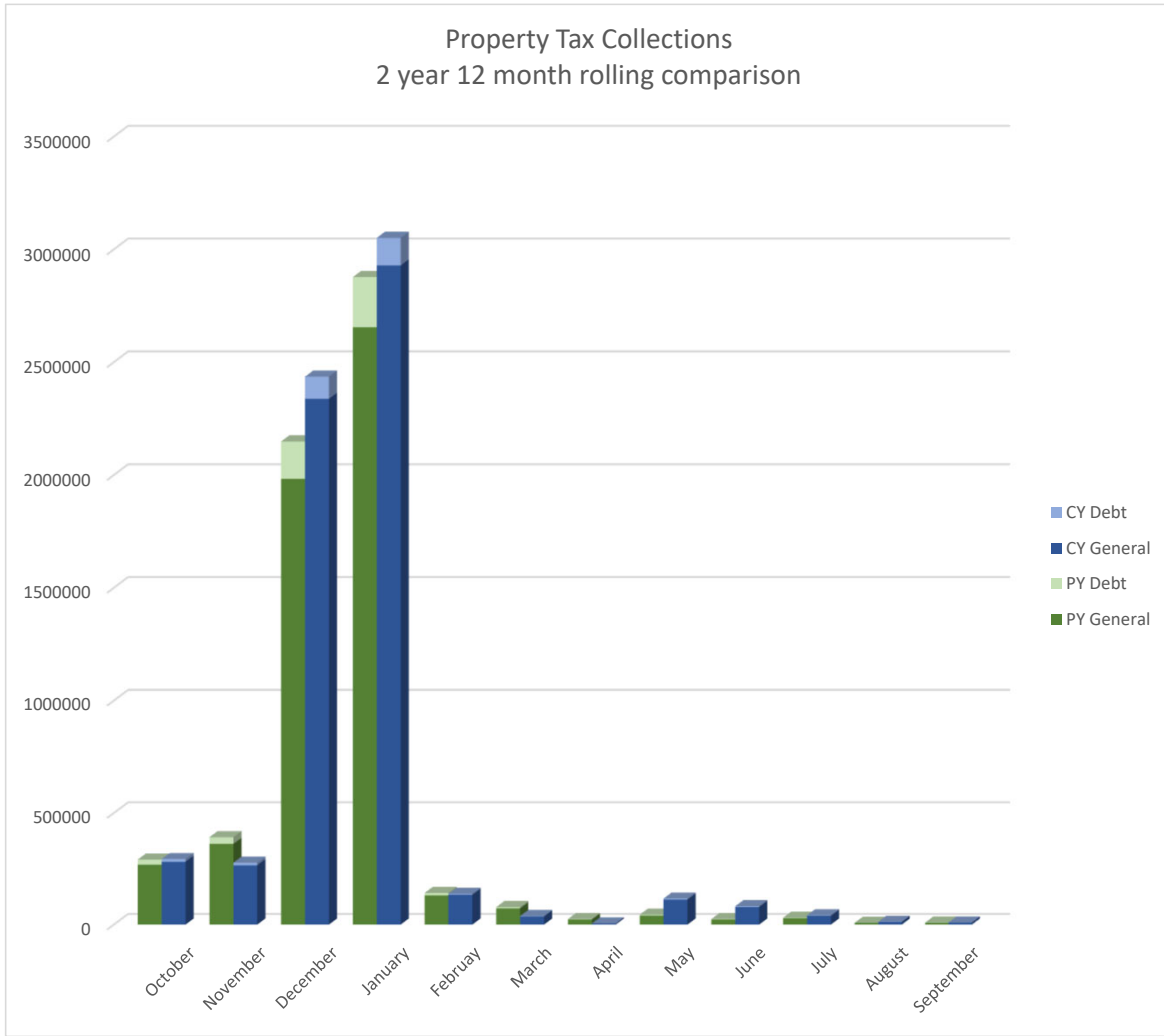
The Downtown Revitalization project, the Green Ribbon Project, Eastside Sewer, the CDBG GLO project, and the street improvement program will all carryover into FY 2020-2021.

- **Investments**

The total market value of cash and investments on September 30, 2020 was \$44,091,950. This is allocated 5% in demand accounts, 1% in brokered certificates of deposit, 39% in TexStar investment pool, and 55% in TexPool investment pool.

We earned 22,507 in interest for the quarter. The average yield to maturity for all account types for the quarter was .48%. The average yield to maturity for investment accounts for the quarter was .70%. The average yield to maturity for a 3-month treasury bill for the quarter was .11%

City of Stephenville



Month	General Fund	Debt Svc	Total	Month	General Fund	Debt Svc	Total
Oct-18	268,841	22,491	291,332	Oct-19	281,652	11,982	293,634
Nov-18	361,433	30,263	391,696	Nov-19	265,777	11,255	277,032
Dec-18	1,983,034	165,658	2,148,692	Dec-19	2,337,593	98,214	2,435,807
Jan-19	2,655,314	221,696	2,877,010	Jan-20	2,928,631	122,287	3,050,918
Feb-19	130,747	10,942	141,690	Feb-20	133,573	4,360	137,932
Mar-19	72,696	5,931	78,627	Mar-20	36,684	1,632	38,315
Apr-19	22,735	2,215	24,950	Apr-20	4,688	163	4,851
May-19	40,676	3,571	44,247	May-20	112,150	4,518	116,668
Jun-19	23,002	1,994	24,996	Jun-20	79,259	3,379	82,637
Jul-19	28,289	2,374	30,664	Jul-20	39,473	2,238	41,712
Aug-19	7,613	695	8,308	Aug-20	11,762	824	12,585
Sep-19	7,975	703	8,679	Sep-20	8,835	382	9,216

Oct 2018 - August 2019 6,070,890

Oct 2019 - August 2020 6,501,308

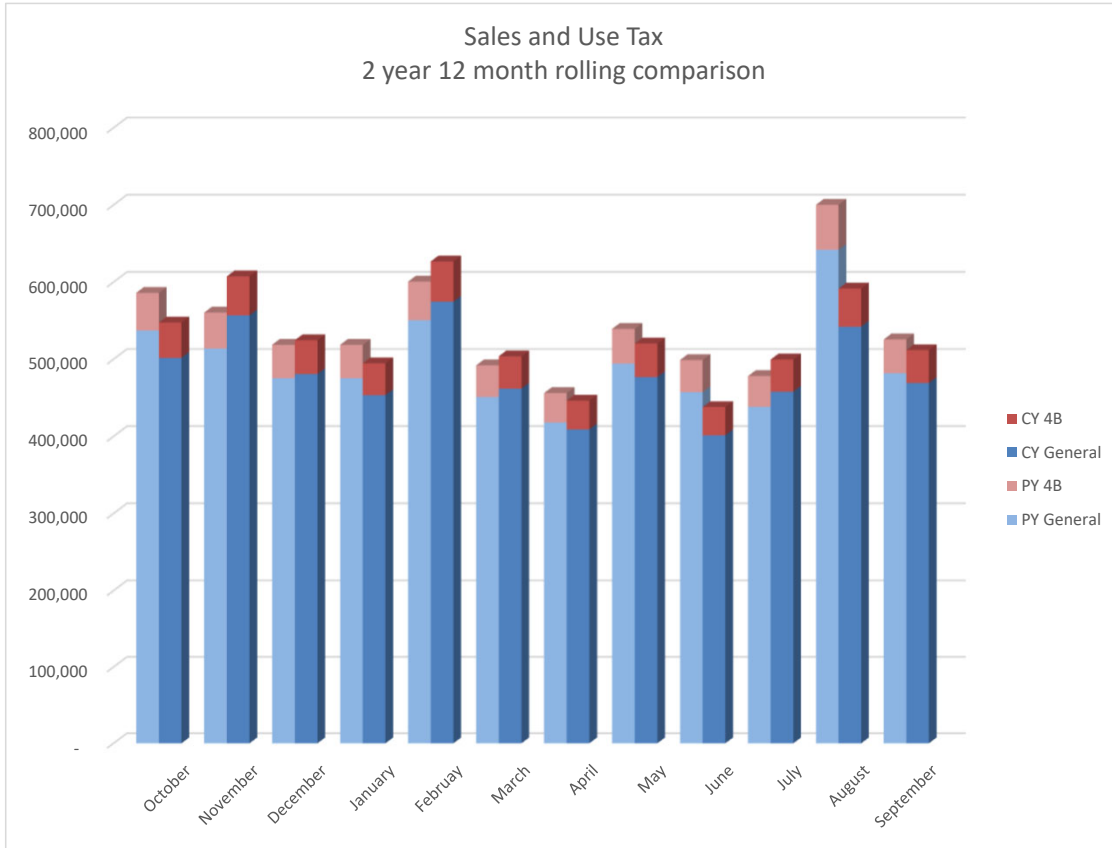
FY 2018-2019 Total 6,070,890

FY 2019-2020 Budget 6,424,994

Collection to date as percentage of fiscal year total 100.00%

Collection to date as percentage of fiscal year budget 101.19%

City of Stephenville



Month	General	4B	Total	Month	General	4B	Total	% Change +/-
Oct-18	537,226	48,839	586,065	Oct-19	501,862	45,624	547,485	-6.58%
Nov-18	513,778	46,707	560,485	Nov-19	556,777	50,616	607,393	8.37%
Dec-18	475,555	43,232	518,787	Dec-19	480,875	43,716	524,591	1.12%
Jan-19	475,476	43,225	518,702	Jan-20	453,492	41,227	494,719	-4.62%
Feb-19	550,600	50,055	600,655	Feb-20	574,600	52,236	626,836	4.36%
Mar-19	451,007	41,001	492,008	Mar-20	461,845	41,986	503,831	2.40%
Apr-19	418,155	38,014	456,169	Apr-20	409,098	37,191	446,289	-2.17%
May-19	494,362	44,942	539,304	May-20	476,944	43,359	520,302	-3.52%
Jun-19	457,429	41,584	499,014	Jun-20	401,495	36,500	437,994	-12.23%
Jul-19	438,349	39,850	478,199	Jul-20	458,003	41,637	499,639	4.48%
Aug-19	641,868	58,352	700,220	Aug-20	542,275	49,298	591,573	-15.52%
Sep-19	481,902	43,809	525,711	Sep-20	469,140	42,649	511,790	-2.65%
12 month total			<u>6,475,318</u>	12 month total			<u>6,312,442</u>	-2.52%
Oct 2018 - Sept 2019			<u>6,475,318</u>	Oct 2019 - Sept 2020			<u>6,312,442</u>	-2.52%
FY 2018-2019 Total			6,475,318	FY 2019-2020 Budget			6,568,730	
Collection to date as percentage of fiscal year total			100.00%	Collection to date as percentage of fiscal year budget			96.10%	

**City of Stephenville
Budget vs. YTD Actual
September 30, 2020**

Date Prepared: November 2, 2020

Source of Funds	Approved Budget 2019-20	100% Target Budget	09/30/20 Current YTD Actual	Dollar Variance Positive(Negative)	Percent Variance	Notes
Property Taxes	\$ 6,441,594	\$ 6,441,594	\$ 6,339,615	\$ (101,979)	(1.58%)	FMC Refund
Sales Taxes	6,568,730	6,568,730	6,312,441	(256,289)	(3.90%)	Impact of COVID-19
Other Taxes	2,208,649	2,208,649	1,981,958	(226,691)	(10.26%)	Impact of COVID-19
Licenses and permits	265,440	265,440	321,777	56,337	21.22%	Food svc & bldg permits, Back flow testing
Fines and forfeitures	180,450	180,450	91,507	(88,943)	(49.29%)	Citation/collection dependent, COVID-19
Intergovernmental grants	1,660,694	1,660,694	683,289	(977,405)	(58.86%)	Reimbursement based revenue
Service charges	11,205,375	11,205,375	11,222,891	17,516	0.16%	Consumption & rates
Interest on investments	416,800	416,800	304,398	(112,402)	(26.97%)	Fluctuates with cash flows, Lower rates
Other Income	1,378,555	1,378,555	1,143,313	(235,242)	(17.06%)	Contribution not recorded yet.
Total Operating Revenue	<u>30,326,287</u>	<u>30,326,287</u>	<u>28,401,190</u>	<u>(1,925,097)</u>	<u>(6.35%)</u>	
Intergovernmental grants	3,558,230	3,558,230	340,125	(3,218,105)	(90.44%)	Reimbursement based revenue
Debt Proceeds	12,881,005	12,881,005	12,627,910	(253,095)	100.00%	
Total Revenue	<u>46,765,522</u>	<u>46,765,522</u>	<u>41,369,225</u>	<u>(5,396,297)</u>	<u>(11.54%)</u>	
Transfers-In	\$ 2,146,864	\$ 2,146,864	\$ 2,146,864	\$ -	0.00%	
Transfers-Out	(2,146,864)	(2,146,864)	(2,146,864)	\$ -	0.00%	
Expenditures						
General Fund	\$ 14,944,301	\$ 14,944,301	\$ 13,576,381	\$ (1,367,920)	(9.15%)	
Utility Fund	4,356,835	4,356,835	4,068,640	(288,195)	(6.61%)	
Landfill Fund	439,165	439,165	388,288	(50,877)	(11.58%)	
Airport Fund	81,334	81,334	56,746	(24,588)	(30.23%)	
Storm Water Drainage Fund	105,000	105,000	71,954	(33,046)	(31.47%)	
Special Revenue Funds	570,868	570,868	217,593	(353,275)	(61.88%)	
Stephenville Economic Dev Authority	571,767	571,767	425,840	(145,927)	(25.52%)	
Total Operating Expenditures	<u>21,069,270</u>	<u>21,069,270</u>	<u>18,805,443</u>	<u>(2,263,827)</u>	<u>(10.74%)</u>	
Capital	39,898,950	39,898,950	8,800,560	(31,098,390)	(77.94%)	
Debt Service	2,699,499	2,699,499	2,699,446	(53)	0.00%	
Total Expenditures	<u>63,667,719</u>	<u>63,667,719</u>	<u>30,305,450</u>	<u>(33,362,269)</u>	<u>(52.40%)</u>	

**City of Stephenville
Prior YTD Actual vs Current YTD Actual
September 30, 2020**

Date Prepared: November 2, 2020

Source of Funds	Prior YTD Actual	Current YTD Actual	Variance Positive (Negative)	% Variance Positive (Negative)	Notes
Property Taxes	\$ 6,053,542	\$ 6,339,615	\$ 286,074	4.73%	Increased assessments.
Sales Taxes	6,475,318	6,312,441	(162,876)	(2.52%)	COVID-19 impact
Other Taxes	2,239,996	1,981,958	(258,038)	(11.52%)	Franchise & Hotel Occupancy taxes
Licenses and permits	434,132	321,777	(112,355)	(25.88%)	Building permits
Fines and forfeitures	97,878	91,507	(6,371)	(6.51%)	Citation & collection dependent
Intergovernmental grants	322,157	683,289	361,132	112.10%	NIBRS grant, COVID-19 grant
Service charges	10,557,960	11,222,891	664,931	6.30%	Water & Sewer fees, Landfill fees
Interest on investments	760,806	304,398	(456,409)	(59.99%)	Rates have declined
Other Income	1,814,254	1,143,313	(670,941)	(36.98%)	Insurance proceeds
Total Operating Revenue	<u>28,756,042</u>	<u>28,401,190</u>	<u>(354,853)</u>	<u>(1.23%)</u>	
Intergovernmental grants	156,330	340,125	183,795	100.00%	
Debt Proceeds	0	12,627,910	12,627,910	100.00%	
Total Revenue	<u>28,912,373</u>	<u>41,369,225</u>	<u>12,456,852</u>	<u>43.08%</u>	
Transfers-In	\$ 2,286,595	\$ 2,146,864	(139,731)	(6.11%)	
Transfers-Out	\$ (2,286,595)	\$ (2,146,864)	(139,731)	6.11%	
Expenditures					
General Fund	\$ 13,171,373	\$ 13,576,381	\$ 405,008	3.07%	Wages & benefits, training, maintenance, damage claims, COVID-19
Utility Fund	4,200,142	4,068,640	(131,501)	(3.13%)	
Landfill Fund	392,921	388,288	(4,632)	(1.18%)	
Airport Fund	58,346	56,746	(1,600)	(2.74%)	
Storm Water Drainage Fund	122,528	71,954	(50,575)	(41.28%)	
Special Revenue Funds	523,803	217,593	(306,210)	(58.46%)	
Stephenville Economic Dev Authority	418,256	425,840	7,585	1.81%	Marketing, wages & benefits, grants
Total Operating Expenditures	<u>18,887,368</u>	<u>18,805,443</u>	<u>(81,925)</u>	<u>(0.43%)</u>	
Capital	6,695,817	8,800,560	2,104,743	31.43%	Capital purchases differ from year to year
Debt Service	3,726,819	2,699,446	(1,027,372)	(27.57%)	Debt differs from year to year
Total Expenditures	<u>29,310,004</u>	<u>30,305,450</u>	<u>995,445</u>	<u>3.40%</u>	

City of Stephenville
 Summary of Revenues
 September 30, 2020

Date Prepared: November 2, 2020

Source of Funds	Approved Budget 2019-20	100% Target Budget	09/30/20 Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
General Funds						
Taxes						
Property Taxes	6,180,994	6,180,994	6,074,568	(106,426)	(1.72%)	FMC Refund
Sales Tax	6,008,963	6,008,963	5,786,405	(222,558)	(3.70%)	Impact of COVID-19
Mixed Drinks Tax	72,000	72,000	65,355	(6,645)	(9.23%)	Impact of COVID-19
Franchise Taxes	1,581,649	1,581,649	1,591,575	9,926	0.63%	Annual electric franchise fee
Licenses and permits	245,440	245,440	321,777	76,337	31.10%	Food svc & bldg permits, Back flow testing
Fines and forfeitures	170,200	170,200	87,387	(82,813)	(48.66%)	Impact of COVID-19
Intergovernmental	1,625,694	1,625,694	678,857	(946,837)	(58.24%)	Reimbursement based revenue
Service charges	1,130,854	1,130,854	948,734	(182,120)	(16.10%)	Impact of COVID-19
Interest on investments	172,800	172,800	86,704	(86,096)	(49.82%)	Fluctuates with cash flows, Lower rates
Other Income	1,297,241	1,297,241	1,047,818	(249,423)	(19.23%)	Contribution not recorded yet.
Total Operating Revenue	18,485,835	18,485,835	16,689,180	(1,796,655)	(9.72%)	
Debt Proceeds	0	0	0	0	0.00%	
Total General Fund	18,485,835	18,485,835	16,689,180	(1,796,655)	(9.72%)	
Utility Fund						
Water sales	5,079,000	5,079,000	4,939,199	(139,801)	(2.75%)	Lower surcharges
Wastewater charges	3,072,000	3,072,000	3,207,312	135,312	4.40%	
Service and delinquent charges	292,975	292,975	258,743	(34,232)	(11.68%)	Impact of COVID-19
Interest on investments	208,000	208,000	175,116	(32,884)	(15.81%)	Fluctuates with cash flows, lower rates
Other Income	68,414	68,414	82,151	13,737	20.08%	Co-op dividends
Total Operating Revenue	8,720,389	8,720,389	8,662,522	(57,867)	(0.66%)	
Intergovernmental	234,875	234,875	232,125	(2,750)	(1.17%)	CDBG Dodge/Lennox/Fairfax carryover
Debt Proceeds	0	0	0	0	0.00%	
Total Utility Fund	8,955,264	8,955,264	8,894,647	(60,617)	(0.68%)	
Landfill Fund						
Gate fees	855,000	855,000	1,104,821	249,821	29.22%	Increased intake and rates
Interest on investments	5,000	5,000	6,835	1,835	36.71%	Fluctuates with cash flows
Other Income	8,350	8,350	8,910	560	6.71%	Scrap metal sales
Total Operating Revenue	868,350	868,350	1,120,567	252,217	29.05%	
Debt Proceeds	0	0	0	0	0.00%	
Total Landfill Fund	868,350	868,350	1,120,567	252,217	29.05%	
Airport Fund						
Hangar rental	105,316	105,316	106,125	809	0.77%	
Service and delinquent charges	1,440	1,440	800	(640)	(44.44%)	Annual lease payment not recorded yet
Intergovernmental Grants	35,000	35,000	4,432	(30,568)	(87.34%)	Reimbursement based receipt
Gasoline Sales	3,000	3,000	3,354	354	11.80%	Immaterial
Other Income	0	0	0	0	0.00%	
Total Operating Revenue	144,756	144,756	114,711	(30,045)	(20.76%)	
Intergovernmental Grants	1,424,255	1,424,255	0	(1,424,255)	(100.00%)	Project driven revenue
Debt Proceeds	0	0	0	0	0.00%	
Total Airport Fund	1,569,011	1,569,011	114,711	(1,454,300)	(92.69%)	
Storm Water Drainage Fund						
Storm water drainage fee	646,247	646,247	647,205	958	0.15%	
Interest on investments	10,000	10,000	8,613	(1,387)	(13.87%)	Fluctuates with cash flows
Intergovernmental	1,899,100	1,899,100	108,000	(1,791,100)	(94.31%)	New grant - project driven
Licenses and permits	20,000	20,000	0	(20,000)	(100.00%)	Project driven revenue
Total Stormwater Fund	2,575,347	2,575,347	763,819	(1,811,528)	(70.34%)	
Special Revenue Funds						
Hotel/Motel Tax	555,000	555,000	325,028	(229,972)	(41.44%)	Impact of COVID-19, delinquencies
Child Safety	5,000	5,000	1,845	(3,155)	(63.10%)	Fluctuating revenue/citation dependent
Municipal Court Technology	5,250	5,250	2,276	(2,974)	(56.66%)	Fluctuating revenue/citation dependent
Public Safety	4,550	4,550	4,433	(117)	(2.57%)	Immaterial
Total Special Revenue Funds	569,800	569,800	333,582	(236,218)	(41.46%)	
Other Funds						
Capital Projects Fund						
Service charges	19,543	19,543	6,597	(12,946)	(66.24%)	Project driven revenue
Interest on investments	8,000	8,000	18,240	10,240	128.00%	Fluctuates with cash flows
Debt Proceeds	12,881,005	12,881,005	12,627,910	(253,095)	(1.96%)	Bond proceeds
Debt Service Fund						
Property Taxes	260,600	260,600	265,047	4,447	1.71%	Immaterial
Interest	1,000	1,000	1,510	510	51.00%	Fluctuates with cash flows
Stephenville Economic Dev Authority						
Sales Tax 4B	559,767	559,767	526,037	(33,730)	(6.03%)	Impact of COVID-19
Interest	12,000	12,000	7,379	(4,621)	(38.51%)	Fluctuates with cash flows, lower rates.
Total Other Funds	13,741,915	13,741,915	13,452,721	(289,194)	(2.10%)	
Total Funds	46,765,522	46,765,522	41,369,225	(5,396,297)	(11.54%)	

Summary of Transfers

Transfers In						
General Fund	1,034,955	1,034,955	1,034,955	0	0.00%	
Utility Fund	40,337	40,337	40,337	0	0.00%	
Airport Fund	0	0	0	0	0.00%	
Capital Projects Fund	1,071,572	1,071,572	1,071,572	0	0.00%	
Total Transfers In	2,146,864	2,146,864	2,146,864	0	0.00%	
Transfers Out						
General Fund	(1,071,572)	(1,071,572)	(1,071,572)	0	0.00%	
Utility Fund	(889,555)	(889,555)	(889,555)	0	0.00%	
Landfill Fund	(35,136)	(35,136)	(35,136)	0	0.00%	
Storm Water Drainage Fund	(150,601)	(150,601)	(150,601)	0	0.00%	
Total Transfers Out	(2,146,864)	(2,146,864)	(2,146,864)	0	0.00%	

**City of Stephenville
Summary of Expenditures
September 30, 2020**

Date Prepared: November 2, 2020

Source of Funds	Approved Budget 2019-20	100% Target Budget	09/30/20 Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
General Government:						
City council	216,816	216,816	197,141	(19,675)	(9.07%)	
City administrator	458,831	458,831	346,744	(112,087)	(24.43%)	
City secretary	131,043	131,043	124,419	(6,624)	(5.05%)	
Emergency management	24,122	24,122	19,212	(4,910)	(20.35%)	
Municipal building	108,732	108,732	98,349	(10,383)	(9.55%)	
Municipal Service Center	96,715	96,715	111,026	14,311	14.80%	Fuel inventory not yet allocated
Human resources	220,552	220,552	137,320	(83,232)	(37.74%)	
Information Technology	314,727	314,727	276,944	(37,783)	(12.01%)	
Total General Government	1,571,538	1,571,538	1,311,155	(260,383)	(16.57%)	
Finance and Administration:						
Financial administration and accounting	537,904	537,904	528,724	(9,180)	(1.71%)	
Tax	168,026	168,026	167,703	(323)	(0.19%)	
Total Finance and Administration	705,930	705,930	696,427	(9,503)	(1.35%)	
Legal:						
Legal counsel	126,630	126,630	104,021	(22,609)	(17.85%)	
Municipal court	155,254	155,254	106,612	(48,642)	(31.33%)	
Total Legal	281,884	281,884	210,633	(71,251)	(25.28%)	
Parks & Leisure Services:						
Parks & Recreation	1,655,359	1,655,359	1,378,748	(276,611)	(16.71%)	
Library	251,966	251,966	235,063	(16,903)	(6.71%)	
Senior citizens center	159,582	159,582	118,410	(41,172)	(25.80%)	
Aquatic Center	291,472	291,472	184,139	(107,333)	(36.82%)	
Total Community Services	2,358,379	2,358,379	1,916,360	(442,019)	(18.74%)	
Public Works:						
Street maintenance	951,233	951,233	763,801	(187,432)	(19.70%)	
Fire Department:						
Total Fire Department	3,218,569	3,218,569	3,142,762	(75,807)	(2.36%)	
Police Department:						
Total Police Department	5,345,332	5,345,332	5,057,453	(287,879)	(5.39%)	
Development Services						
Total Development Services	511,436	511,436	477,790	(33,646)	(6.58%)	
Total Operating General Fund	14,944,301	14,944,301	13,576,381	(1,367,920)	(9.15%)	
Debt Service						
Fire department	231,825	231,825	231,825	0	0.00%	
Police department	122,131	122,131	122,131	0	0.00%	
Total Debt Service	353,956	353,956	353,957	0	0.00%	
Capital						
City secretary	73,720	73,720	21,909	(51,811)	(70.28%)	
Municipal building	10,000	10,000	9,869	(131)	(1.31%)	
Human Resources	15,000	15,000	14,999	(1)	(0.01%)	
Municipal court	24,425	24,425	14,564	(9,861)	(40.37%)	
Parks & Recreation	957,413	957,413	268,311	(689,102)	(71.98%)	
Street maintenance	26,000	26,000	13,618	(12,382)	(47.62%)	
Fire department	382,057	382,057	316,553	(65,504)	(17.15%)	
Police department	1,530,435	1,530,435	972,087	(558,348)	(36.48%)	
Development services	314,393	314,393	73,853	(240,540)	(76.51%)	
Total Capital	3,333,443	3,333,443	1,705,763	(1,627,680)	(48.83%)	
Total General Fund	18,631,700	18,631,700	15,636,100	(2,995,600)	(16.08%)	
Utility Fund						
Utilities administration	377,925	377,925	361,980	(15,945)	(4.22%)	
Water production	929,076	929,076	901,705	(27,371)	(2.95%)	
Water distribution	565,196	565,196	459,938	(105,258)	(18.62%)	
Water customer service	248,752	248,752	236,019	(12,733)	(5.12%)	
Wastewater collection	473,645	473,645	440,205	(33,440)	(7.06%)	
Wastewater treatment	1,055,803	1,055,803	984,538	(71,265)	(6.75%)	
Billing and collections	285,464	285,464	276,128	(9,336)	(3.27%)	
Non-Departmental	420,974	420,974	408,128	(12,846)	(3.05%)	
Total Operating Utility Fund	4,356,835	4,356,835	4,068,640	(288,195)	(6.61%)	
Capital						
Utilities administration	784,023	784,023	515,485	(268,538)	(34.25%)	
Water production	40,000	40,000	37,007	(2,993)	(7.48%)	
Water distribution	800,000	800,000	800,000	-	0.00%	
Wastewater collection	16,538,735	16,538,735	4,343,886	(12,194,849)	(73.74%)	
Wastewater treatment	374,791	374,791	362,346	(12,445)	(3.32%)	
Total Capital	18,537,549	18,537,549	6,058,725	(12,478,824)	(67.32%)	
Debt Service						
Total Debt Service	1,584,455	1,584,455	1,584,442	(13)	0.00%	
Total Utility Fund	24,478,839	24,478,839	11,711,807	(12,767,032)	(52.16%)	

**City of Stephenville
Summary of Expenditures
September 30, 2020**

Date Prepared: November 2, 2020

Source of Funds	Approved Budget 2019-20	100% Target Budget	09/30/20 Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
Landfill Fund						
Operations	439,165	439,165	388,288	(50,877)	(11.58%)	
Capital	450,000	450,000	360,694	(89,306)	(19.85%)	
Total Landfill Fund	<u>889,165</u>	<u>889,165</u>	<u>748,982</u>	<u>(140,183)</u>	<u>(15.77%)</u>	
Airport Fund						
Operations	81,334	81,334	56,746	(24,588)	(30.23%)	
Capital	1,621,115	1,621,115	557	(1,620,558)	(99.97%)	
Total Airport Fund	<u>1,702,449</u>	<u>1,702,449</u>	<u>57,303</u>	<u>(1,645,146)</u>	<u>(96.63%)</u>	
Storm Water Drainage Fund						
Operations	105,000	105,000	71,954	(33,046)	(31.47%)	
Capital	1,920,048	1,920,048	129,397	(1,790,651)	(93.26%)	
Debt Service	500,238	500,238	500,213	(25)	(0.01%)	
Total Storm Water Drainage Fund	<u>2,525,286</u>	<u>2,525,286</u>	<u>701,564</u>	<u>(1,823,722)</u>	<u>(72.22%)</u>	
Special Revenue Fund						
Hotel/Motel Operations	555,000	555,000	216,142	(338,858)	(61.06%)	
Child Safety	0	0	0	0	0.00%	
Court Technology	0	0	186	186	100.00%	ticket fees
Public Safety	15,868	15,868	1,266	(14,602)	(92.02%)	
Total Special Revenue Fund	<u>570,868</u>	<u>570,868</u>	<u>217,593</u>	<u>(353,275)</u>	<u>(61.88%)</u>	
Debt Service Fund						
Total Debt Service Fund	<u>260,850</u>	<u>260,850</u>	<u>260,835</u>	<u>(15)</u>	<u>(0.01%)</u>	
Capital Projects Fund						
Streets	13,655,790	13,655,790	408,965	(13,246,825)	(97.01%)	
Other	381,005	381,005	136,460	(244,545)	(64.18%)	Bond issuance costs
Total Capital Project Fund	<u>14,036,795</u>	<u>14,036,795</u>	<u>545,425</u>	<u>(13,491,370)</u>	<u>(96.11%)</u>	
Stephenville Economic Dev Authority	<u>571,767</u>	<u>571,767</u>	<u>425,840</u>	<u>(145,927)</u>	<u>(25.52%)</u>	
Total Expenditures	<u>63,667,719</u>	<u>63,667,719</u>	<u>30,305,450</u>	<u>(33,362,269)</u>	<u>(52.40%)</u>	

City of Stephenville
Summary of Revenues
September 30, 2020

Date Prepared: November 2, 2020

Source of Funds	Prior YTD Actual	Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
General Funds					
Taxes					
Property Taxes	5,581,177	6,074,568	493,391	8.84%	Increased assessments.
Sales Tax	5,935,708	5,786,405	(149,303)	(2.52%)	Impact of COVID-19
Mixed Drinks Tax	55,363	65,355	9,992	18.05%	timing of receipts
Franchise Taxes	1,626,961	1,591,575	(35,386)	(2.17%)	Gas franchise tax
Licenses and permits	434,132	321,777	(112,355)	(25.88%)	Building permits
Fines and forfeitures	90,858	87,387	(3,471)	(3.82%)	Citation & collection dependent
Intergovernmental	272,157	678,857	406,700	149.44%	NIBRS grant, COVID-19 grant
Service charges	1,310,121	948,734	(361,387)	(27.58%)	TIFMAS, Lot mowing, Rec fees
Interest on investments	215,196	86,704	(128,492)	(59.71%)	Rates have declined
Other Income	1,611,609	1,047,818	(563,791)	(34.98%)	Insurance Proceeds
Total Operating Revenue	17,133,282	16,689,180	(444,102)	(2.59%)	
Debt Proceeds	0	0	0	0.00%	
Total General Fund	17,133,282	16,689,180	(444,102)	(2.59%)	
Utility Fund					
Water sales	4,312,426	4,939,199	626,773	14.53%	Increased consumption and rates
Wastewater charges	3,028,744	3,207,312	178,568	5.90%	Increased rates
Service and delinquent charges	285,289	258,743	(26,546)	(9.30%)	Impact of COVID-19
Interest on investments	466,937	175,116	(291,822)	(62.50%)	Lower TWDB escrow acct balance & rates
Other Income	187,186	82,151	(105,034)	(56.11%)	PY-sale of equipment & capital contribution
Total Operating Revenue	8,280,582	8,662,522	381,940	4.61%	
Intergovernmental	40,125	232,125	192,000	478.50%	CDBG grant
Total Utility Fund	8,320,707	8,894,647	573,940	6.90%	
Landfill Fund					
Gate fees	853,290	1,104,821	251,532	29.48%	Increased tonnage intake & rates
Interest on investments	9,915	6,835	(3,079)	(31.06%)	Fluctuates with cash flows/lower rates
Other Income	10,539	8,910	(1,628)	(15.45%)	lower scrap meter sales
Total Operating Revenue	873,743	1,120,567	246,824	28.25%	
Debt Proceeds	0	0	0	0.00%	
Total Landfill Fund	873,743	1,120,567	246,824	28.25%	
Airport Fund					
Hangar rental	106,318	106,125	(193)	(0.18%)	Immaterial
Service and delinquent charges	2,064	800	(1,264)	(61.24%)	PY-new lease payment
Intergovernmental Grants	50,000	4,432	(45,568)	(91.14%)	Project driven
Gasoline Sales	3,538	3,354	(184)	(5.21%)	Immaterial
Other Income	7	0	(7)	(100.00%)	Immaterial
Total Operating Revenue	161,927	114,711	(47,216)	(29.16%)	
Intergovernmental Grants	116,205	0	(116,205)	(100.00%)	Project driven
Total Airport Fund	278,132	114,711	(163,421)	(58.76%)	
Storm Water Drainage Fund					
Storm water drainage fee	647,021	647,205	184	0.03%	
Interest on investments	24,695	8,613	(16,082)	(65.12%)	Rates have declined
Intergovernmental	0	108,000	108,000	100.00%	CDBG GLO grant
Licenses and permits	0	0	0	0.00%	
Total Stormwater Fund	671,716	763,819	92,102	13.71%	
Special Revenue Funds					
Hotel/Motel Tax	557,672	325,028	(232,644)	(41.72%)	COVID-19 impact
Child Safety	3,655	1,845	(1,810)	(49.52%)	Citation & collection dependent
Municipal Court Technology	3,365	2,276	(1,089)	(32.38%)	Citation & collection dependent
Public Safety	4,914	4,433	(480)	(9.78%)	PY-higher interest
Total Special Revenue Funds	569,606	333,582	(236,024)	(41.44%)	
Other Funds					
Capital Projects Fund					
Service charges	9,149	6,597	(2,552)	(27.89%)	Project driven revenue
Interest on investments	22,185	18,240	(3,945)	(17.78%)	Fluctuates with cash flows/lower rates
Debt Proceeds	0	12,627,910	12,627,910	100.00%	Bond proceeds
Debt Service Fund					
Property Taxes	472,364	265,047	(207,317)	(43.89%)	Debt tax rate decreased
Interest	4,179	1,510	(2,669)	(63.86%)	Fluctuates with cash flows/lower rates
Stephenville Economic Dev Authority					
Sales Tax 4B	539,610	526,037	(13,573)	(2.52%)	COVID-19 impact
Interest	17,699	7,379	(10,320)	(58.31%)	Fluctuates with cash flows/lower rates
Total Other Funds	1,065,186	13,452,721	12,387,535	1162.95%	
Total Funds	28,912,373	41,369,225	12,456,852	43.08%	

Summary of Transfers

Transfers In					
General Fund	634,289	1,034,955	400,666	63.17%	Transfers differ from year to year
Utility Fund	16,616	40,337	23,721	142.76%	Transfers differ from year to year
Airport Fund	615,246	0	(615,246)	(100.00%)	Transfers differ from year to year
Hotel/Motel Tax	0	0	0	0.00%	
Capital Projects Fund	1,020,444	1,071,572	51,128	5.01%	Transfers differ from year to year
Total Transfers In	2,286,595	2,146,864	(139,731)	(6.11%)	
Transfers Out					
General Fund	(1,635,690)	(1,071,572)	(564,118)	(34.49%)	Transfers differ from year to year
Utility Fund	(580,472)	(889,555)	309,083	53.25%	Transfers differ from year to year
Landfill Fund	(23,047)	(35,136)	12,089	52.45%	Transfers differ from year to year
Storm Water Drainage Fund	(47,386)	(150,601)	103,215	217.82%	Transfers differ from year to year
Total Transfers Out	(2,286,595)	(2,146,864)	(139,731)	(6.11%)	

**City of Stephenville
Summary of Expenditures
September 30, 2020**

Date Prepared: November 2, 2020

Source of Funds	Prior YTD Actual	Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
General Government:					
City council	119,860	197,141	77,281	64.48%	Economic stimulus grants
City manager	239,524	346,744	107,220	44.76%	Wages & benefits, training, supplies
City secretary	110,887	124,419	13,532	12.20%	Annual software maintenance
Emergency management	14,907	19,212	4,305	28.88%	Communication, Emergency Preparedness
Municipal building	103,184	98,349	(4,834)	(4.69%)	
Municipal Service Center	92,028	111,026	18,998	20.64%	Fuel inventory not yet allocated
Human resources	178,152	167,320	(40,832)	(22.92%)	
Information Technology	286,239	276,944	(9,295)	(3.25%)	
Total General Government	1,144,780	1,311,155	166,375	14.53%	
Finance and Administration:					
Financial administration and accounting	473,225	528,724	55,499	11.73%	Wages/benefits, training, software update
Tax	159,423	167,703	8,280	5.19%	Increased fee
Total Finance and Administration	632,648	696,427	63,779	10.08%	
Legal:					
Legal counsel	113,643	104,021	(9,623)	(8.47%)	
Municipal court	210,180	106,612	(103,567)	(49.28%)	
Total Legal	323,823	210,633	(113,190)	(34.95%)	
Parks & Leisure Services:					
Parks & Recreation	1,502,251	1,378,748	(123,503)	(8.22%)	
Library	238,279	235,063	(3,216)	(1.35%)	
Senior citizens center	137,677	118,410	(19,267)	(13.99%)	
Aquatic Center	208,193	184,139	(24,054)	(11.55%)	
Total Community Services	2,086,399	1,916,360	(170,039)	(8.15%)	
Public Works:					
Street maintenance	851,992	763,801	(88,191)	(10.35%)	
Fire Department:					
Total Fire Department	2,924,311	3,142,762	218,451	7.47%	Wages, damage claims. COVID supplies
Police Department:					
Total Police Department	4,648,542	5,057,453	408,912	8.80%	Wages/benefits, damage claims, contracts
Development Services					
Total Development Services	558,878	477,790	(81,088)	(14.51%)	
Total Operating General Fund	13,171,373	13,576,381	405,008	3.07%	
Debt Service					
Fire department	262,552	231,825	(30,726)	(11.70%)	
Police department	244,262	122,131	(122,131)	(50.00%)	
Debt Service	506,814	353,957	(152,857)	(30.16%)	
Capital					
City secretary	15,000	21,909	6,909	46.06%	
Municipal building	30,960	9,869	(21,092)	(68.12%)	
Human Resources	0	14,999	14,999	100.00%	
Information Technology	20,294	0	(20,294)	(100.00%)	
Municipal court	8,950	14,564	5,613	62.72%	
Parks & Recreation	126,685	268,311	141,626	111.79%	
Street maintenance	104,910	13,618	(91,292)	(87.02%)	
Fire department	854,719	316,553	(538,165)	(62.96%)	
Police department	193,376	972,087	778,711	402.69%	
Development services	0	73,853	73,853	100.00%	
Capital	1,354,894	1,705,763	350,869	25.90%	
Total General Fund	15,033,080	15,636,100	603,020	4.01%	
Utility Fund					
Utilities administration	359,835	361,980	2,145	0.60%	Wages & benefits
Water production	900,806	901,705	899	0.10%	Maintenance
Water distribution	530,365	459,938	(70,428)	(13.28%)	
Water customer service	274,970	236,019	(38,951)	(14.17%)	
Wastewater collection	462,177	440,205	(21,972)	(4.75%)	
Wastewater treatment	1,018,798	984,538	(34,260)	(3.36%)	
Billing and collections	270,916	276,128	5,212	1.92%	Credit card charges
Non-Departmental	382,275	408,128	25,854	6.76%	Water franchise fee-increased usage
Total Operating Utility Fund	4,200,142	4,068,640	(131,501)	(3.13%)	
Capital					
Utilities administration	62,464	515,485	453,021	725.25%	
Water production	182,963	37,007	(145,956)	(79.77%)	
Water distribution	690,087	800,000	109,913	15.93%	
Water customer service	6,492	0	(6,492)	(100.00%)	
Wastewater collection	2,053,381	4,343,886	2,290,506	111.55%	
Wastewater treatment	113,206	362,346	249,140	220.08%	
Capital	3,108,594	6,058,725	2,950,131	94.90%	
Debt Service					
	2,253,002	1,584,442	(668,561)	(29.67%)	
Total Utility Fund	9,561,738	11,711,807	2,150,069	22.49%	

City of Stephenville
Summary of Expenditures
September 30, 2020

Date Prepared: November 2, 2020

Source of Funds	Prior YTD Actual	Current YTD Actual	Dollar Variance Positive/(Negative)	Percent Variance	Notes
Landfill Fund					
Operations	392,921	388,288	(4,632)	(1.18%)	
Capital	233,791	360,694	126,903	54.28%	Cell 5 & 6
Debt Service	0	0	0	0.00%	
Total Landfill Fund	626,712	748,982	122,271	19.51%	
Airport Fund					
Operations	58,346	56,746	(1,600)	(2.74%)	
Capital	774,583	557	(774,026)	(99.93%)	PY - land acquisition
Debt Service	0	0	0	0.00%	
Total Airport Fund	832,929	57,303	(775,626)	(93.12%)	
Storm Water Drainage Fund					
Operations	122,528	71,954	(50,575)	(41.28%)	Outside professional
Capital	274,685	129,397	(145,288)	(52.89%)	Spring Bouquet engineering, Grosebeck
Debt Service	500,558	500,213	(345)	(0.07%)	Debt differs from year to year
Total Storm Water Drainage Fund	897,771	701,564	(196,207)	(21.85%)	
Special Revenue Fund					
Hotel/Motel Operations	493,745	216,142	(277,603)	(56.22%)	COVID-19 impact
ChildSafety	11,970	0	(11,970)	(100.00%)	PY - grants
Court Technology	18,089	186	(17,903)	(98.97%)	PY-software maint-moved to Police Dept
Public Safety	0	1,266	1,266	100.00%	Supplies & training
Total Special Revenue Fund	523,803	217,593	(306,210)	(58.46%)	
Debt Service Fund					
Total Debt Service Fund	466,445	260,835	(205,610)	(44.08%)	Lower debt service requirements
Capital Projects Fund					
Streets	959,287	408,965	(550,322)	(57.37%)	S. Lockhart Rd., Harbin Drive
Other	(10,017)	136,460	146,476	1462.32%	Debt issue costs
Total Capital Project Fund	949,271	545,425	(403,846)	42.54%	
Stephenville Economic Dev Authority					
	418,256	425,840	7,585	1.81%	Marketing, wages & benefits, grants
Total Expenditures	29,310,004	30,305,450	995,445	3.40%	

Capital Requests						
Fund	Department	Description	Council Approved FY 19-20	YTD Expenditure	Anticipated Completion Date	Notes
General Fund						
01-105-55200.00000	Municipal Building	Security Cameras	10,000	9,181	3/30/2020	Purchased
01-107-55160.00000	Human Resources	Performance Management Software	15,000	14,999	10/1/2019	Purchased
01-402-55140.00000	Street Maintenance	Grapple for bucket on unit 224 loader	26,000	13,500	11/25/2019	Purchased
01-501-55250.00000	Parks & Leisure Admin	Carryover Downtown Revitalization Grant	290,678	44,721		Will not be completed until next fiscal year.
01-501-55141.00000	Park Maintenance	61" Deck Canopy requested - 60" Toro mower approved	13,300	13,645		Purchased
01-501-55270.03250	Park Maintenance	Collin Street Trailhead Inclusion Playground	72,000	77,638		
01-701-55140.00000	Police	L-3 Camera Replacement (16)	67,000	54,201		Purchased
Total General Fund			493,978	227,885		
Water-Sewer Fund						
02-000-55276.20170	Utilities Administration	CDBG Grant Dodge/Lennox/Fairfax	493,717	493,965	6/17/2020	Complete
02-000-55276.20180	Utilities Administration	CDBG Grant match	275,000	-		
02-001-55140.00000	Water Production	Airport Pump Station VFD	40,000	37,007	4/8/2020	Purchased
02-002-55278.00000	Water Distribution	Graham Ave. 40% of \$2MM (\$140K funded by \$.20 rate increase)	800,000	800,000	3/5/2020	Advanced funding paid to TXDOT
02-011-55276.00000	Wastewater Collection	Graham Ave. 60% of \$2MM (\$110K funded by \$1.50 base rate increase)	1,200,000	1,200,000	3/5/2020	Advanced funding paid to TXDOT
02-011-55270.20180	Wastewater Collection	Eastside Sewer	15,784,060	3,040,234		
02-012-55140.00000	Wastewater Treatment	Clorine treatment system rehab	33,000	-		Carryover to FY 20-21
02-012-55140.00000	Wastewater Treatment	Anaerobic basin mixers rehab	68,000	-		
02-012-55140.00000	Wastewater Treatment	Effluent reuse service water pump rehab	30,000	-		Carryover to FY 20-21
02-012-55140.00000	Wastewater Treatment	Alum system rehab	21,000	-		Carryover to FY 20-21
Total Water-Sewer Fund			18,744,777	5,571,206		
Landfill Fund						
03-030-55266.00000	Landfill	Construct Cell 5 & 6, including \$25K for professional testing & certification	450,000	360,694		
Total Landfill Fund			450,000	360,694		

Capital Requests						
Fund	Department	Description	Council Approved FY 19-20	YTD Expenditure	Anticipated Completion Date	Notes
Airport Fund						
04-040-55230.20120	Airport	Airport Expansion Grant 1202STVLE	156,879	-		
04-040-55230.20170	Airport	Airport Expansion Grant 1702STVLE	65,947	-		
04-040-55230.20171	Airport	Airport Expansion Grant 1702STEVE	31,881	-		
04-040-55230.20190	Airport	Airport Expansion Grant 1902STEVE	1,500,000	-		
04-040-55210-00000	Airport	Reskin blue T hangers	50,000	-		
Total Airport Fund			1,804,707	-		
Storm Water Drainage Fund						
05-050-55231.20180	Storm Water Drainage	GLO CDBG Storm Water Drainage Grant	1,999,869	118,100		Carryover to FY 20-21
Total Storm Water Drainage Fund			1,999,869	118,100		
Capital Projects Fund						
10-402-55250.00000	Streets	Annual Street Improvements	1,071,572	400,409		Carryover to FY 20-21
10-402-55320.00000	Streets	Sidewalk Improvements	36,930	8,556		Carryover to FY 20-21
Total Capital Projects Fund			1,108,502	408,965		
Total All Funds			24,601,833	6,686,850		



**Quarterly Investment Report
For Quarter Ending
September 30, 2020**

City of Stephenville, Texas
Quarterly Investment Report
June 30, 2020-September 30, 2020
Portfolio Summary Management Report

<u>Portfolio as of June 30, 2020:</u>		<u>Portfolio as of September 30, 2020:</u>	
Beginning Book Value	\$ 44,844,231	Ending Book Value	\$ 44,091,467
Beginning Market Value	\$ 44,848,531	Ending Market Value	\$ 44,091,950
		Total Income for Quarter	\$ 22,507
		Change in Book Value	\$ (752,763)
		Change in Market Value	\$ (756,582)
		Net Change in Value	\$ (3,818)

Average Yield to Maturity for period - Total	0.48%
Average Yield to Maturity for period - Non-Demand	0.70%
3 Month Treasury Average July - September 2020	0.11%

Monica D. Harris

Monica D. Harris, CPA
Director of Finance and Administration
City of Stephenville

City of Stephenville, TX
Investment Report
9/30/2020

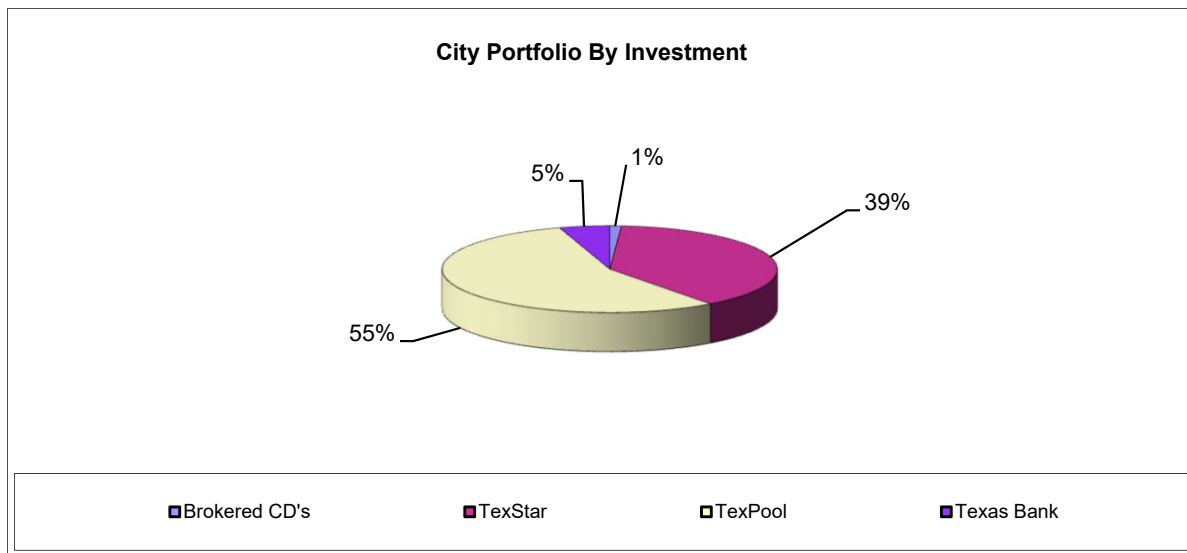
Purchase Date	Maturity Date	CUSIP	Investment Type	Par Amount	Coupon	Purchase Price	Purchase Yield	Interest Earned	Earnings YTD	Market Price	Market Value
Pooled Cash											
9/30/2020	10/1/2020	N/A	Demand	1,215,066.57	0.080%	100.000	0.080%	73.48	8,892.75	100.0000	1,215,066.57
Sub Total				<u>1,215,066.57</u>				<u>73.48</u>	<u>8,892.75</u>		<u>1,215,066.57</u>
General Fund											
9/30/2020	10/1/2020	N/A	Texpool	5,133,885.30	0.147%	100.000	0.147%	625.47	22,615.55	100.0000	5,133,885.30
9/30/2020	10/1/2020	N/A	TexSTAR	2,761,019.24	0.134%	100.000	0.134%	303.93	24,062.43	100.0000	2,761,019.24
9/30/2020	10/1/2020	N/A	Pershing	642,700.00	0.000%	100.000	0.000%	-	-	100.0000	642,700.00
12/17/2018	10/29/2019	319141CV7	CD	-	0.000%	99.629	0.000%	-	385.29	0.0000	-
12/17/2018	10/30/2019	60425SDY2	CD	-	0.000%	99.371	0.000%	-	350.39	0.0000	-
2/12/2019	11/12/2019	624786FE4	CD	-	0.000%	100.000	0.000%	-	676.60	0.0000	-
2/13/2019	11/13/2019	06051VE77	CD	-	0.000%	100.000	0.000%	-	346.06	0.0000	-
3/22/2019	12/20/2019	45083AMG4	CD	-	0.000%	100.000	0.000%	-	1,304.88	0.0000	-
3/29/2019	2/28/2020	47804GEA7	CD	-	0.000%	100.000	0.000%	-	2,432.56	0.0000	-
5/22/2019	1/20/2020	06417NHH9	CD	-	0.000%	100.000	0.000%	-	1,782.45	0.0000	-
5/23/2019	5/22/2020	12547CAD0	CD	-	0.000%	100.000	0.000%	-	3,376.97	0.0000	-
7/10/2019	6/3/2020	24773RBG9	CD	-	0.000%	100.000	0.000%	-	3,219.91	0.0000	-
8/21/2019	8/20/2020	38149MEV1	CD	-	0.000%	100.000	0.000%	-	2,330.14	0.0000	-
8/29/2019	4/29/2020	72741PFA0	CD	-	0.000%	100.000	0.000%	-	2,549.36	0.0000	-
9/30/2019	7/30/2020	32021SGG5	CD	-	0.000%	100.000	0.000%	-	3,081.64	0.0000	-
10/11/2019	8/11/2020	32026URL2	CD	-	0.000%	100.000	0.000%	-	2,256.16	0.0000	-
10/11/2019	9/11/2020	31034RFF7	CD	-	0.000%	100.000	0.000%	55.14	1,852.61	0.0000	-
10/11/2019	10/9/2020	87270LCZ4	CD	245,000.00	0.000%	100.000	1.800%	362.47	4,301.26	100.0440	245,107.80
11/5/2019	11/3/2020	98970L6C2	CD	245,000.00	0.000%	100.000	1.650%	332.26	3,665.94	100.1530	245,374.85
11/5/2019	11/5/2020	48128LKM0	CD	-	0.000%	100.000	0.000%	-	2,455.03	0.0000	-
Sub Total				<u>9,027,604.54</u>				<u>1,679.27</u>	<u>83,045.23</u>		<u>9,028,087.19</u>
Enterprise											
9/30/2020	10/1/2020	N/A	Texpool	2,468,517.60	0.147%	100.0000	0.147%	311.92	21,145.84	100.0000	2,468,517.60
9/30/2020	10/1/2020	N/A	Texpool	863,453.75	0.147%	100.0000	0.147%	95.80	6,835.32	100.0000	863,453.75
9/30/2020	10/1/2020	N/A	TexSTAR	1,533,260.32	0.134%	100.0000	0.134%	168.77	43,304.54	100.0000	1,533,260.32
9/30/2020	10/1/2020	N/A	TexSTAR	12,760,548.75	0.134%	100.0000	0.134%	1,404.69	111,249.76	100.0000	12,760,548.75
9/26/2019	9/25/2020	61690UKW9	CD	-	0.000%	100.000	0.000%	177.53	2,663.01	0.0000	-
Sub Total				<u>17,625,780.42</u>				<u>2,158.71</u>	<u>185,198.47</u>		<u>17,625,780.42</u>
Storm Drainage											
9/30/2020	10/1/2020	N/A	Texpool	702,687.03	0.147%	100.0000	0.147%	73.60	6,846.50	100.0000	702,687.03
9/30/2020	10/1/2020	N/A	Texpool	182,997.21	0.147%	100.0000	0.147%	22.17	1,766.89	100.0000	182,997.21
Sub Total				<u>885,684.24</u>				<u>95.77</u>	<u>8,613.39</u>		<u>885,684.24</u>

City of Stephenville, TX
Investment Report
9/30/2020

Purchase Date	Maturity Date	CUSIP	Investment Type	Par Amount	Coupon	Purchase Price	Purchase Yield	Interest Earned	Earnings YTD	Market Price	Market Value
<u>Hotel Occupancy Tax</u>											
9/30/2020	10/1/2020	N/A	Texpool	360,400.18	0.147%	100.0000	0.147%	43.48	2,145.20	100.0000	360,400.18
Sub Total				<u>360,400.18</u>				<u>43.48</u>	<u>2,145.20</u>		<u>360,400.18</u>
<u>Child Safety</u>											
9/30/2020	10/1/2020	N/A	Texpool	3,091.16	0.147%	100.0000	0.147%	0.30	14.49	100.0000	3,091.16
Sub Total				<u>3,091.16</u>				<u>0.30</u>	<u>14.49</u>		<u>3,091.16</u>
<u>Court Technology</u>											
9/30/2020	10/1/2020	N/A	Texpool	6,005.42	0.147%	100.0000	0.147%	0.60	36.53	100.0000	6,005.42
Sub Total				<u>6,005.42</u>				<u>0.60</u>	<u>36.53</u>		<u>6,005.42</u>
<u>Public Safety</u>											
9/30/2020	10/1/2020	N/A	Texpool	71,667.61	0.147%	100.0000	0.147%	8.74	895.71	100.0000	71,667.61
Sub Total				<u>71,667.61</u>				<u>8.74</u>	<u>895.71</u>		<u>71,667.61</u>
<u>SEDA</u>											
9/30/2020	10/1/2020	N/A	Texpool	891,896.27	0.147%	100.0000	0.147%	107.07	7,379.23	100.0000	891,896.27
Sub Total				<u>891,896.27</u>				<u>107.07</u>	<u>7,379.23</u>		<u>891,896.27</u>
<u>Debt Service</u>											
9/30/2020	10/1/2020	N/A	Demand	214,825.80	0.080%	100.0000	0.080%	14.80	1,489.16	100.0000	214,825.80
Sub Total				<u>214,825.80</u>				<u>14.80</u>	<u>1,489.16</u>		<u>214,825.80</u>
<u>Employee Benefit</u>											
9/30/2020	10/1/2020	N/A	Demand	66,979.62	0.080%	100.0000	0.080%	7.94	503.25	100.0000	66,979.62
Sub Total				<u>66,979.62</u>				<u>7.94</u>	<u>503.25</u>		<u>66,979.62</u>
<u>Capital Projects</u>											
9/30/2020	10/1/2020	N/A	Texpool	13,722,465.49	0.147%	100.0000	0.147%	1,616.86	20,465.34	100.0000	13,722,465.49
Sub Total				<u>13,722,465.49</u>				<u>1,616.86</u>	<u>20,465.34</u>		<u>13,722,465.49</u>
Grand Total				<u>44,091,467.32</u>				<u>5,807.02</u>	<u>318,678.75</u>		<u>44,091,949.97</u>

**City of Stephenville
Investment Diversification
For Month Ending September 30, 2020**

Investments	Par Value	Market Value	% of Portfolio	Avg Yield
Brokered CD's	490,000.00	490,482.65	1.11%	1.73%
TexStar	17,054,828.31	17,054,828.31	38.68%	0.13%
TexPool	24,407,067.02	24,407,067.02	55.36%	0.15%
Texas Bank	2,139,571.99	2,139,571.99	4.85%	0.08%
	44,091,467.32	44,091,949.97	100.00%	



City of Stephenville, TX
Consolidated Yield Worksheet
 July-Sept 2020

<u>July</u>	<u>Average Monthly Balance</u>	<u>Net Monthly Earnings</u>	<u>Average Monthly Rate</u>
Security Investments	1,057,748.15	1,864.34	1.76%
Demand - Operating	1,115,109.61	92.50	0.10%
Demand - Others	353,404.61	29.36	0.10%
Texpool	23,215,674.96	4,104.15	0.21%
TexSTAR	18,648,492.99	3,172.63	0.20%
<i>Totals for July</i>	44,390,430.32	9,262.98	0.57%
<u>August</u>			
Security Investments	756,379.60	1,328.74	1.75%
Demand - Operating	1,103,760.29	65.67	0.07%
Demand - Others	346,260.48	20.61	0.07%
Texpool	22,969,964.99	3,451.91	0.18%
TexSTAR	18,383,944.59	2,570.12	0.16%
<i>Totals for August</i>	43,560,309.95	7,437.05	0.45%
<u>September</u>			
Security Investments	490,482.65	927.40	1.73%
Demand - Operating	1,115,105.78	73.48	0.08%
Demand - Others	329,628.98	22.74	0.08%
Texpool	23,949,367.19	2,906.01	0.15%
TexSTAR	17,052,950.92	1,877.39	0.13%
<i>Totals for September</i>	42,937,535.52	5,807.02	0.43%

The City Council of the City of Stephenville, Texas, convened on Tuesday, October 6, 2020, at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business 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: Doug Svien
Mark McClinton
Justin Haschke
Nick Robinson
Brady Pendleton
Ricky Thurman
Alan Nix
Gerald Cook
Brandon Huckabee

COUNCIL ABSENT:

OTHERS ATTENDING: Allen L. Barnes, City Manager
Staci L. King, City Secretary
Randy Thomas, City Attorney

I. Call to Order

Mayor Svien called the meeting to order at 5:30 p.m.

II. Regular Agenda

1. **Citizens' General Discussion**
No one came forward to address the council.
2. **Second Reading of an Ordinance Granting to Atmos Energy Corporation a Franchise to Construct, Maintain, and Operate Pipelines and Equipment in the City of Stephenville, Texas for the Transportation, Delivery, Sale, and Distribution of Gas In, Out Of, and Through Said City for all Purposes**
Allen Barnes, City Manager, read the caption of the proposed ordinance.
3. **Consider Approval of Authorization to Apply for the Texas Water Development Board Flood Infrastructure Fund**
MOTION by Alan Nix, second by Gerald Cook, to authorize the application for the Texas Water Development Board Flood Infrastructure Fund Grant and the associated resolution.
MOTION CARRIED by unanimous vote.
4. **Consider Approval of a Hotel Occupancy Tax Fund Application from All In Barrell Racing and Breakaway Roping**
MOTION by Brady Pendleton, second by Justin Haschke, to approve the Hotel Occupancy Tax Fund Application from All In Barrell Racing and Breakaway Roping in the amount of \$30,000.

MOTION CARRIED by unanimous vote.

5. **Consider Approval of Phase II of the COVID Restaurant Relief Program**

MOTION by Mark McClinton, second by Brandon Huckabee, to approve Phase II of the COVID Restaurant Relief Program.

MOTION CARRIED by unanimous vote.

III. **Planning and Zoning Commission**

Steve Killen, Director of Development Services

1. **PUBLIC HEARING**

Case No. RP202-003

Applicant is Requesting a Replat of Properties Located at 2241 W Tarleton, Lot 1, Block 3, and 0 Tarleton, Lot 1, Block 3, of the Kaylie Subdivision and Lot 8E, Block 139, of the City Addition of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Steve Emmons, representative of Spectra Student Living, spoke in favor of the replat.

No one spoke in opposition.

Mayor Svien closed the public hearing.

2. **Consider Approval of a Replat of Properties Located at 2241 W Tarleton, Lot 1, Block 3, and 0 Tarleton, Lot 1, Block 3, of the Kaylie Subdivision and Lot 8E, Block 139, of the City Addition of the City of Stephenville, Erath County, Texas.**

MOTION by Mark McClinton, second by Gerald Cook, to approve a replat of properties located at 2241 W. Tarleton, being Lot 1, Block 3 of the Kaylie Subdivision and Lot 8E, Block 139 of the City Addition to the City of Stephenville, Erath County, Texas.

MOTION CARRIED by unanimous vote.

3. **PUBLIC HEARING**

Case No. RZ2020-009

Applicant is Requesting a Rezone of the Property Located at 800 Riverside, Being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2)

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing. No one came forward to speak in favor of or opposition to the rezone. Mayor Svien closed the public hearing.

4. **Consider Approval of an Ordinance Rezoning the Property Located at 800 Riverside, Being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2)**

MOTION by Alan Nix, second by Brandon Huckabee, to approve Ordinance No. 2020-O-30 rezoning the property located at 800 Riverside Drive, being Lot 11, Block 74 of the City Addition of the City of Stephenville, Erath County, Texas from Retail and Commercial Business District (B-2) to One- and Two-Family Residential District (R-2).

MOTION CARRIED by unanimous vote.

5. **PUBLIC HEARING****Case No. SV2020-007**

Applicant is Requesting a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 Sidewalks at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Matt VanHatten, Collier Consulting, came to speak in favor of the waiver.

No one came forward to speak in opposition to the waiver.

Mayor Svien closed the public hearing.

6. **Consider Approval of a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 Sidewalks at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

MOTION by Brandon Huckabee, second by Brady Pendleton, to approve a waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.11 *Sidewalks* at 1010 S. Graham, being Lot 2, Block 170 of the City Addition of the City of Stephenville, Erath County, Texas.

MOTION CARRIED by the following votes:

Ayes: Brady Pendleton, Justin Haschke, Nick Robinson, Gerald Cook, and
Brandon Huckabee

Noes: Mark McClinton, Ricky Thurman, and Alan Nix

7. **PUBLIC HEARING****Case No. SV2020-008**

Applicant is Requesting a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) – Curb and Gutter Options at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas

Steve Killen, Director of Development Services, presented the staff report to council.

Mayor Svien opened the public hearing.

Matt VanHatten, Collier Consulting, came to speak in favor of the waiver.

No one came forward to speak in opposition to the waiver.

Mayor Svien closed the public hearing.

8. **Consider Approval of a Waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) – Curb and Gutter Options at 1010 S Graham, Being Lot 2, Block 170, of the City Addition of the City of Stephenville, Erath County, Texas**

MOTION by Brady Pendleton, second by Brandon Huckabee, to approve a waiver from the City of Stephenville Zoning and Land Use Ordinance, Section 155.6.04.M(1) - *Curb and Gutter Options* at 1010 S. Graham, being Lot 2, Block 170 of the City Addition of the City of Stephenville, Erath County, Texas.

MOTION CARRIED by unanimous vote.

IV. Public Works Committee

Alan Nix, Chair

1. **Public Works Committee Report**
Alan Nix, Chair, gave the committee report.
2. **Consider Approval of a Professional Services Agreement for a Performance Evaluation for Sanitary Sewer Basin 2**
MOTION by Alan Nix, second by Mark McClinton, to approve a Professional Services Agreement with Pipeline Analysis, LLC for a performance evaluation for Sanitary Sewer Basin 2.
MOTION CARRIED by unanimous vote.
3. **Consider Approval of a Professional Services Agreement for Rehabilitation of the 377 Ground Storage Tank**
MOTION by Alan Nix, second by Mark McClinton, to approve a Professional Services Agreement with Provenance Engineering for rehabilitation of the 377 ground storage tank.
MOTION CARRIED by unanimous vote.
4. **Consider Approval of an Agreement Amendment with Jacobs/CH2M OMI for FY2020-2021**
MOTION by Alan Nix, second by Nick Robinson, to approve an Agreement Amendment with Jacobs/CH2M OMI for FY2020-2021.
MOTION CARRIED by unanimous vote.

V. **Nominations Committee Report**

Gerald Cook, Chair

1. **Nominations Committee Report**
Gerald Cook, Chair, gave the committee report.

VI. **Finance Committee**

Mark McClinton, Chair

1. **Finance Committee Report**
Mark McClinton, Chair, gave the committee report.
2. **Consider Approval of an Ordinance Amending the FY2020-2021 Fee Schedule**
MOTION by Mark McClinton, second by Brandon Huckabee, to approve Ordinance No. 2020-O-31 amending the FY2020-2021 fee schedule.
MOTION CARRIED by unanimous vote.
3. **Consider Approval of an Ordinance Approving 4th Quarter Budget Adjustments for FY2019-2020**
MOTION by Mark McClinton, second by Brandon Huckabee, to approve Ordinance No. 2020-O-32 approving 4th quarter budget adjustments for FY2019-2020.
MOTION CARRIED by unanimous vote.

VII. **MONTHLY BUDGET REPORT**

Monica Harris, Director of Finance, gave the following report:

In reviewing the financial statements ending August 31, 2020, the financial indicators are as expected, considering the impact of COVID-19.

Property Tax We received \$13K in property taxes in the month of August, resulting in a \$429K or 7.09% increase over funds collected through August last fiscal year. The \$6.49 million collected through August is 101.04% of budget.

Sales Tax We received \$592K in sales tax in August, resulting in \$108K or 15.52% less than the funds collected last August. However, last August was abnormally high. The \$5.8 million collected is 88.31% of the \$6.57 million budgeted, which is about 3.5% less than anticipated.

HOT Funds We received \$294K in revenue in the Hotel Occupancy Tax fund through August, as compared to \$459K in revenue through last August. We spent \$198K in Hotel Occupancy Tax funds through August as compared to \$459K last year. Both are a direct reflection of the impact of COVID-19.

Revenue (Budgetary comparison) The target budget for operating revenue is \$26.5 million. We received \$25.7 million in revenue through August, resulting in \$765K under the target budget. This is a result of reimbursement based grants and the impact of COVID-19.

Expenditures (Budgetary comparison) The target budget for operating expenditures is \$19.1 million. We expended \$17.1 million through August resulting in \$1.98 million under the target budget.

Revenue (Prior year comparison) Operating revenue received last year was \$25.2 million as compared to the current year's \$25.7 million, resulting in a \$530K increase due to service charges, property taxes, grants, and insurance proceeds.

Expenditures (Prior year comparison) Operating expenditures last year were \$17.1 million as compared to the current year's \$17.1 million, resulting in a \$2,600 decrease. General Fund expenditures increased \$568K due to wages and benefits, maintenance, damage claims, and COVID-19 supplies. SEDA expenditures increased \$95K for marketing, wages and benefits, and grants.

New Programs The Downtown Revitalization project, the Green Ribbon Project, Eastside Sewer, the CDBG GLO project, and the street improvement program will all carryover into FY 2020-2021.

VIII. Stephenville Type B Economic Development Authority Update

Jeff Sandford, Executive Director

This item was removed from the agenda.

IX. CONSENT

1. **Approval of City Council Minutes**
 - **Regular City Council Meeting - 01 Sep 2020**
 - **Special City Council Meeting - 08 Sep 2020**
 - **Special City Council Meeting - 15 Sep 2020**
 - **Special City Council Meeting - 22 Sep 2020**
2. **Approval of City's Membership in the Texas Municipal League**
3. **Approval of Sale of City Property**

4. **Approval of Purchase of Asphalt Hot Box**

5. **Approval of Purchase of Office365 Software**

MOTION by Brady Pendleton, second by Mark McClinton, to approve the consent agenda as presented.

MOTION CARRIED by unanimous vote.

X. Comments by City Manager

- Early Voting for the November 3 Election begins Wednesday, October 13
- Council Committee Meetings - Tuesday, October 20
- Regular City Council Meeting - Tuesday, November 3
- Applications for Citizen Boards and Commissions due by Friday, November 6

XI. Comments by Council members

Justin Haschke reminded everyone that October is Domestic Violence Awareness Month and thanked Cross Timbers Family Services for their work helping those affected. Mr. Haschke also encouraged citizens to get involved by applying for a citizen board or commission.

Ricky Thurman spoke about the Big Brothers Big Sisters "Dancing for the Stars" fundraiser.

Brandon Huckabee spoke about the great things happening in the city of Stephenville, from events to new property developments.

Gerald Cook encouraged citizens to get involved with one of the city's many advisory boards and commissions.

Alan Nix reminded everyone that the Graham Street project will be lengthy and to please be patient and drive safely. Mr. Nix thanked staff for working with business along Graham to ensure they are able to operate during construction.

Brady Pendleton encouraged everyone to vote on November 3.

Doug Svien reminded everyone of a BBQ supper benefit for Brayden Edwards.

XII. Adjourn

The meeting was adjourned at 6:52 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary



City of Stephenville
City Council Work Session
 Wednesday, October 14, 2020 at 10:00 AM

The City Council of the City of Stephenville, Texas, convened on Wednesday, October 14, 2020, at 10:00 AM, Agave, 1907 E. Washington, Stephenville, for the purpose of a City Council Work Session, 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: Doug Svien
 Mark McClinton
 Justin Haschke
 Nick Robinson
 Ricky Thurman
 Alan Nix
 Gerald Cook – via Videoconference
 Brandon Huckabee

COUNCIL ABSENT: Brady Pendleton

OTHERS ATTENDING: Allen L. Barnes, City Manager
 Staci L. King, City Secretary

- I. **Call to Order**
 Mayor Svien called the meeting to order at 10:00 a.m.
- II. **City of Stephenville Utility Index**
 Representatives from Freese and Nichols, Inc. were on site to present and discuss the city's Utility Index. Council requested that a proposal for a utility rate analysis be brought back at a future date for consideration.
- III. **Capital Improvement Plans**
 Representatives from Freese and Nichols, Inc. were on site to present and discuss master capital improvements plans.
- IV. **Adjourn**
 The meeting was adjourned.

 Doug Svien, Mayor

ATTEST:

 Staci L. King, City Secretary



City of Stephenville
Special City Council Meeting
 Tuesday, October 27, 2020 at 5:30 PM

The City Council of the City of Stephenville, Texas, convened on Tuesday, October 27, 2020, at 5:30 PM, via videoconference and in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business 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: Mark McClinton
(In person) Alan Nix

COUNCIL PRESENT: Doug Svien
(Via videoconference) Justin Haschke
 Nick Robinson
 Ricky Thurman
 Gerald Cook
 Brandon Huckabee

COUNCIL ABSENT: Brady Pendleton

OTHERS ATTENDING: Allen L. Barnes, City Manager
 Staci L. King, City Secretary
 Randy Thomas, City Attorney

I. Call to Order

Mayor Svien called the meeting to order at 5:30 p.m.

II. Consider Approval of a Professional Services Agreement for the Performance of a Utility Rate Analysis

1. MOTION by Mark McClinton, second by Alan Nix, to approve a Professional Services Agreement with Freese and Nichols, Inc. for the performance of a Utility Rate Study.
 MOTION CARRIED by unanimous vote.

III. Adjourn

The meeting was adjourned at 5:34 p.m.

 Doug Svien, Mayor

ATTEST:

 Staci L. King, City Secretary