



City of Azle Regular Meeting Agenda City Council

505 W. Main Street
Azle, Texas 76020

April 18, 2023

6:00 PM

Council Chambers

Pursuant to Section 551.071 of the Texas Government Code, the Council may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item and may receive advice from its attorney as permitted by law.

CALL TO ORDER

INVOCATION

The City of Azle is accepting volunteers from all Religions and Denominations to provide the invocation at the beginning of the City Council meeting. If you are interested in giving the invocation at a future meeting, please call the city secretary's office at 817-444-7101 or email: yforgey@cityofazle.org

Brandon Geary, lead pastor of Merge Community Church in Azle.

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

This is an opportunity for the public to address the City Council on posted agenda items or non-agenda items. In order to address the Council, please complete a Speaker's Request Form and submit to the City Secretary prior to the start of the council meeting. All comments must be directed to the Presiding Officer, rather than an individual council member or city staff. All speakers must refrain from personal attacks toward any individual. Comments are limited to three (3) minutes and must pertain to the subject matter listed on the Speaker's Request Form. Speakers requiring the assistance of a translator shall be provided four (4) minutes. Council may not comment publicly on non-agenda items, but may direct the City Manager to resolve the matter or request the matter be placed on a future agenda. Public comments regarding non-agenda items shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended. If you have a subject that may require City Council action, you may obtain a form from the City Secretary and request the item be placed on a future agenda.

ACTION ITEMS

1. Consider any action approving the minutes of the April 4, 2023 regular council meeting.
Yael Forgey, City Secretary
2. Consider any action appointing Ms. Deborah Summarell as a board member to the following boards; Library, Parks or Special Events.
Yael Forgey, City Secretary
3. Consider any action on proposed Resolution No. 2023-06 agreeing to meet all match contribution requirements and committing \$22,500 in match contribution to affordable housing for all activities undertaken through the HOME Investment Partnership Program.
Susie Hiles, Assistant to the City Manager
4. Consider any action on specifying a date for a public hearing on the Roadway System Impact Fee Study, Land Use Assumptions, Roadway System Capital Improvements Plans, and the Roadway Impact Fee Rates.
David Hawkins, Director of Planning and Development
5. Consider any action approving the Façade and Signage Improvement Program application for Wells Wrecker Services at 109 Porter Drive.
David Hawkins, Director of Planning and Development

DISCUSSION ITEMS

6. Police Department Staffing.

Lawrence Bryant, Assistant City Manager

ITEMS TO BE PLACED ON FUTURE MEETING AGENDAS

MAYOR/COUNCIL COMMENTS OF COMMUNITY INTEREST

EXECUTIVE SESSION

• 551.071 CONSULTATION WITH THE CITY ATTORNEY

Providing Police Services for Neighboring Communities

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on April 14, 2023, at the City's official bulletin board and is readily accessible to the public at all times in accordance with V.T.C.A. Chapter 551, Texas Government Code.



**Yael Forgey,
City Secretary**

This facility is wheelchair accessible and handicapped parking spaces are available. Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in city functions and activities. Auxiliary aids and services or accommodations should be requested forty-eight hours prior to the scheduled starting time by calling the City Secretary's Office at 817-444-7101. Complete City Council agenda packet is available for review at the City Secretary's Office and on our website www.cityofazle.org.



MINUTES

Regular Meeting

Azle City Council

505 W. Main Street
Azle, Texas 76020

April 4, 2023

6:00 PM

Council Chambers

CALL TO ORDER

Mayor Brundrett called the meeting to order at 6:02 PM.

Members Present:

Mayor Alan Brundrett
Mayor Pro Tem Randa Goode
Councilmember Brian Conner
Councilmember Amy Estes
Councilmember Stacy Peek
Councilmember Rouel Rothenberger
Councilmember Derrick Nelson

Staff Present:

Tom Muir	City Manager
Lawrence Bryant	Assistant City Manager
Andrea Russell	City Attorney
Susie Hiles	Assistant to the City Manager
Curren McLane	Library Director
Victor Gonzales	Assistant Library Director
Ben Hall	Chief of Police
Kevin Rogers	Police Lieutenant
Will Scott	Fire Chief

INVOCATION

Creighton Morris, Discipleship Pastor First Baptist Church Lakeside, gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Brundrett led the Pledge of Allegiance.

PUBLIC PARTICIPATION

None

PROCLAMATIONS

1. Proclamations:

- **Sexual Assault Awareness Month.**
- **Child Abuse Prevention Month.**

- **Library Week**
- **Telecommunicator Week**

Mayor Brundrett read and presented proclamations to all organizations being recognized.

ACTION ITEMS

2. Consider any action approving the minutes of the March 21, 2023 regular council meeting.

Councilmember Rothenberger moved to approve the minutes of the March 21, 2023 regular council meeting, as presented. Councilmember Estes seconded the motion.

Yes: (7) Alan Brundrett, Randa Goode, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

3. Consider any action appointing Ms. Deborah Summarell as a board member to the following boards; Library, Parks or Special Events.

Ms. Summarell was not able to attend, so this item will be considered at the April 18, 2023 meeting.

DISCUSSION ITEM

4. Woody Williams Foundation Project (Veterans Memorial).

Mr. Ray Ivey provided a presentation to the Council on the proposed Woody Williams Foundation Project (Gold Star Family Memorial Monument). The Project Committee is requesting Council consider allowing the monument be placed on Azle Library property. Mr. Ivey will provide future updates as the project progresses.

ITEMS TO BE PLACED ON FUTURE MEETING AGENDAS

None

MAYOR/COUNCIL COMMENTS OF COMMUNITY INTEREST

- City facilities will be closed on Good Friday, April 7.
- Mayor Pro Tem Randa Goode is organizing a city-wide clean up day on Earth Day, April 22, and has invited the community to participate.

EXECUTIVE SESSION

5. 551.071 CONSULTATION WITH THE CITY ATTORNEY

Mayor Brundrett convened to Executive Session at 6:42 pm

Mayor Brundrett reconvened to open meeting at 7:39 pm

ADJOURNMENT

Mayor Brundrett adjourned the meeting at 7:39 pm.

Presented and approved on 04-18-2023

Alan Brundrett, Mayor

Attest:

Yael Forgey, TRMC, CMC
City Secretary



Presenter: Yael Forgey, City Secretary

Agenda Item: Consider any action appointing Ms. Deborah Summarell as a board member to the following boards; Library, Parks or Special Events.

Background and Explanation:

Staff received an application from Ms. Summarell requesting to be appointed as a board member to either the Library, Parks or Special Events Board.

Board/Commission/Committee Recommendation:

Staff Recommendation:

Attachments:

1. Board Application.



Boards and Commissions Application

The following information is necessary to apply for potential service on a City of Azle Board or Commission. The information you provide will become a public record and available to the press and the public. In order to apply and serve as a Board or Commission member, you must meet eligibility requirements of the specific Board or Commission for which you apply. Please fill out this form and return it to the Office of the City Secretary at 613 Southeast Pkwy, Azle, TX 76020 or by fax at 817.444.7149 By signing this application you are acknowledging that you have applied for an appointed position with the City, and agree to serve on the Board or Commission for which you have applied in good faith.

Personal Information

Name: Deborah Summarell E-mail: debsummarell@gmail.com
 Address: 201 Rhoades St. Azle City: Azle State: TX Zip: 76020
 Phone (H): N/A (M) cell 817 682 1564
 Length of Residence in Azle: 2006-present Registered Voter (Yes or No) yes
You must be a resident of Azle for at least 12 consecutive months preceding your appointment Must be a Registered Voter

Have you or do you currently serve on any City Board or Commission?

NO

If yes, which one(s) and dates:

Professional Information

Business Name: Profession: Retired RN
 Business Address: City: State: Zip:
 Business Phone: Ext:

Please briefly tell us why you are interested in serving on a Board or Commission:

Interested in assisting with the business of my city.

What do you think qualifies you to serve on a Board or Commission?

I've had many years working in the business world as both leader/supervisors & as team members. I feel I can bring ideas or support

Please indicate your area(s) of interest. You may select one option or select more by ranking them according to your preferences. The parenthesis indicates the typical number of meetings held each year.

- | | |
|--|---|
| ☒ Where Needed | ☐ *Municipal Development District Board
* Must be a Resident of the Tarrant County side of the City |
| ☐ Animal Shelter Advisory Board | ☒ 2 Parks & Recreation Board |
| ☐ Building Board of Appeals | ☐ Planning & Zoning Commission |
| ☐ Crime Control & Prevention District Board | ☒ 3 Special Events Advisory Board |
| ☒ 1 Library Board | ☐ Zoning Board of Adjustment |

Have you attended any meetings of the Board/Commission for which you wish to be considered?

Will you commit to:

- ☒ Frequent Involvement
☒ Occasional Involvement?

I certify that the foregoing information is true and correct.

Deborah Summarell
 Signature



Presenter:	Susie Hiles, Assistant to the City Manager
Agenda Item:	Consider any action on proposed Resolution No. 2023-06 agreeing to meet all match contribution requirements and committing \$22,500 in match contribution to affordable housing for all activities undertaken through the HOME Investment Partnership Program.

Background and Explanation:

The Department of Housing and Urban Development (HUD) appropriates funds to entitlement communities through the HOME Investment Partnership Block Grant (HOME) program, of which Tarrant County receives funding. These funds are targeted to benefit low to moderate-income persons by providing homeowner-occupied single-family rehabilitation. Tarrant County Community Development offers a program that allows cities to apply for funding with a 30% match, which is to be used for the development of safe and decent housing.

The City would like to request \$75,000 of these grant funds with the City's match portion being \$22,500. A portion of the \$22,500 could be derived from the waiving of building and permit fees. The HOME program does not have to follow any CDBG areas or designated low income areas. HOME funds can be used in any area of the Tarrant County portion of the city as long as the recipient qualifies. Tarrant County Community Development will administer all aspects of the program.

The City has participated in this program since 2008, helping rehab several homes. One home was completed through the program in 2022, 220 Richard Lane.

Staff is working with Tarrant County Community Development to find ways to get the word to our residents about this program.

Board/Commission/Committee Recommendation:

Staff Recommendation:

Attachments:

1. HOME Grant Application 2023
2. Resolution 2023-06
3. HomeRepairFlyer



Tarrant County HOME Application for Participating Cities – PY 2023

Homeowner Rehabilitation Program

For release March 20, 2023

Introduction

The U.S. Department of Housing and Urban Development (HUD) appropriates funds to entitlement communities through the HOME Investment Partnerships Program (HOME). Tarrant County receives HOME funds and is making a portion of these HUD funds available to Cities who would like to assist low-income homeowners with home repair and rehabilitation activities such as electrical, plumbing, roofing, and weatherization.

This program is managed by Tarrant County's Community Development Department (County).

Benefits

HOME is an excellent way for cities to leverage funding in their communities while also:

- Making interior and exterior (visual) improvements;
- Helping with code compliance challenges;
- Securing attainable housing; and
- Enhancing neighborhoods.

Match Requirement

Although city residents will apply directly to the County, the city applying to participate in HOME must commit to providing a thirty percent (30%) non-federal match for their respective resident homeowner rehabilitation activities. Participating cities may meet the match requirement in several ways, including cash, volunteer hours, and community partnerships. **The city is required to submit a copy of the Council Resolution affirming the match requirement as part of this application (Exhibit "A").**

Term

This application is for Program Year 2023 (July 1, 2023 – June 30, 2024).

Process

If a city would like to participate in this program, the city should submit a copy of the completed application (Exhibit “A”), including a copy of the Council Resolution, to Maggie Jones at mejones@tarrantcountytx.gov by May 31, 2023. If you are unable to submit a signed copy of the Council Resolution by the deadline, please list the anticipated date for Council action and submit a signed copy as soon as it is available.

Additional Information

Questions should be directed to Maggie Jones at mejones@tarrantcountytx.gov or by calling 817-850-7959. Additional information about the HOME Program can be found online: <https://www.hudexchange.info/programs/home/>.

Exhibit A | Application

Homeowner Rehabilitation Program

City Name	City of Azle
Project Location(s)	☒ Citywide; or ☐ Specific Zip Code(s):
Amount of HOME Funds Requested <i>\$200,000 Max</i>	\$75,000
Match Amount <i>30% of Amount of HOME Funds Requested</i>	\$22,500
Contact Name	Susie Hiles - Assistant to the City Manager
Contact Email	shiles@cityofazle.org
Contact Phone	817-444-7009
Date of Application Submittal	April 19, 2023
Date of City Council Meeting*	April 18, 2023

**We require a signed City Council resolution to complete this application. The resolution must confirm city support and confirm the amount and source of non-federal match. A sample resolution (Exhibit "B") follows on the next page. You may use or modify this sample as needed.*

RESOLUTION NO. 2023-06

A RESOLUTION OF THE CITY OF AZLE, TEXAS AGREEING TO MEET ALL MATCH REQUIREMENTS FOR THE EXPENDITURES UNDER THE TARRANT COUNTY HOME INVESTMENT PARTNERSHIPS PROGRAM FOR PROGRAM YEAR 2023

WHEREAS, the HOME Program was created by the National Affordable Housing Act of 1990 (NAHA) and is intended to provide decent, affordable housing to lower-income households; expand the capacity of nonprofit housing providers; strengthen the ability of state and local government to provide housing, and; leverage private-sector participation; and

WHEREAS, Tarrant County is a Participating Jurisdiction under the HOME Investment Partnerships Program in accordance with §92.105; and

WHEREAS, the City of Azle is a member of the Tarrant County Urban County Community Development/HOME Consortium and is eligible to participate in the HOME program; and

WHEREAS, the City of Azle has requested \$75,000 in HOME funding to be expended on HOME eligible activities within the City's jurisdiction and has agreed to provide a 30% matching contribution for all HOME funds expended within the City of Azle in accordance with §92.218; §92.219; and §92.220.

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

SECTION 1

The City Council agrees to commit \$22,500 (30%) in match contribution to affordable housing with a portion of the \$22,500 consisting of amounts derived from the waiving of building and permit fees, cash and other forms of eligible HOME match as set forth in 24 CFR §92.220 for all activities undertaken through the HOME program.

SECTION 2

This resolution shall become effective immediately upon passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF AZLE TEXAS ON April 18, 2023 REGULAR MEETING

Alan Brundrett, Mayor

ATTEST:

Yael Forgey, City Secretary



Homeowner Repair Program

- **ELECTRICAL**
- **FOUNDATION**
- **PLUMBING**
- **ROOFING**
- **WEATHERIZATION**

Do you live in Tarrant County, OUTSIDE of Arlington, Fort Worth or Grand Prairie?
Is your home valued under \$239,000?
If YES, you may qualify for home repair assistance! **CONTACT US TODAY!**



Tarrant County Community Development

(817) 850-7940, OPTION 4

In addition to the income and location requirements, you MUST:

- Own and live in your house for at least one (1) year;
- NOT live in a mobile home, duplex or in a flood zone;
- Have a clear title to the property (e.g., no reverse mortgages, title must be in your name);
- Have paid your real estate taxes;
- Be current on your mortgage loan payment; and
- Receive SSDI, be 62+ years old, OR have dependent children under 18 living at home.

The total household income for everyone over 18 must NOT exceed the limits below according to the number of people living in your home.

- 1 Person = \$50,650
- 2 Persons = \$57,850
- 3 Persons = \$65,100
- 4 Persons = \$72,300
- 5 Persons = \$78,100
- 6 Persons = \$83,900
- 7 Persons = \$89,700
- 8 Persons = \$95,450



<https://www.tarrantcounty.com/en/community-development-and-housing-department.html>

FUNDED BY
U.S. DEPARTMENT OF
HOUSING AND URBAN
DEVELOPMENT

Effective June 15, 2022
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Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Consider any action on specifying a date for a public hearing on the Roadway System Impact Fee Study, Land Use Assumptions, Roadway System Capital Improvements Plans, and the Roadway Impact Fee Rates.

Background and Explanation:

Chapter 395 of the Texas Local Government Code (TLGC) grants cities the authority to collect impact fees for new residential and commercial developments within their jurisdictions. The City of Azle currently collects water and sewer impact fees and just recently adopted its 5-year update on March 21, 2023. On March 7, 2023, the City Council directed City staff to proceed with the adoption process for adding Roadway Impact Fees to the City of Azle Fee Schedule.

On April 6, 2023, the Capital Improvement Advisory Committee (CIAC) recommended approval of the 2023 Roadway System Impact Fee Study, Land Use Assumptions, Roadway System Capital Improvements Plans, and the Roadway Impact Fee Rates.

The City Council must establish a date for a public hearing on the proposed plans and fee rates. The Council will consider approving the plans and fee rates on the same date. Once the date is established, notice of the public hearing will be published in the *Azle News*, as well as the City's website. Staff recommends setting the public hearing for the June 6, 2023 regular Council meeting.

Board/Commission/Committee Recommendation:

N/A.

Staff Recommendation:

Staff recommends setting the public hearing for the June 6, 2023 regular Council meeting.

Attachments:

None



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Consider any action approving the Façade and Signage Improvement Program application for Wells Wrecker Services at 109 Porter Drive.

Background and Explanation:

The applicant is intending to convert an existing single-family residence at 109 Porter Drive into an office building to serve its wrecker service business at 1106 Southeast Parkway, located on the southwest corner of Porter Drive and State Hwy 199. On March 7, 2023, City Council approved a zoning change from SF-5 to Heavy Commercial (HC) for this property and later approved a variance on March 21, 2023 to allow a metal fence along the west property line. The property owner is currently working on a replat to combine this property with the adjacent wrecker service business and renovate the interior of the existing house into an office building to serve its customers. For this FSIP request, the applicant is proposing to resurface the existing gravel driveway with asphalt parking for the office building conversion.

The total cost for the asphalt parking for this FSIP grant is \$10,000. The applicant is requesting a grant in the amount of \$5,000 for the work. The proposed parking will meet the paving requirements of the Azle Code of Ordinances.

Board/Commission/Committee Recommendation:

N/A.

Staff Recommendation:

Staff recommends approval of the application.

Attachments:

1. Wells Wrecker Service FSIP Application - CC Agenda 4.18.2023

Facade and Signage Improvement Program Application

Please return completed application with necessary attachments and signature to City of Azle Economic Development Office, 505 W Main Street, Azle TX 76020 or mail to PO Box 1378 Azle, TX 76098. If you have any application questions, please contact the Economic Development Director at 817-444-7076.

Applicant Name Deborah Burrows	Date 4/6/23
Business Name Wells Wrecker Service	
Mailing Address 101 Teeway Ct Azle	
Contact Phone 817-475-0268	
Email Address WellsWrecker@gmail.com	
Building Owner (if different than applicant) James and Deborah Burrows	
Project Site/ Address 109 Porter Dr. Azle	County Tarrant

Type of Work: (check all that apply)

Façade/Building Rehab ☐ Roofing ☐ Landscaping ☐
 Parking & Driveways ☒ Awnings ☐ Pedestrian Amenities ☐
 Signage ☐

Details of Planned Improvements relating Grant Request (attach additional information if necessary)

3100 sq. Asphalt & Road Base for Parking Lot

How will this project benefit the community?

Curb Appeal, Acutal Parking lot

General Project Expenditures	Total Estimated Costs	50% Grant Requested
Façade/Building Rehab		
Roofing		
Landscaping		
Parking/Driveways	10,000	5,000
Awnings		
Pedestrian Amenities		
Total		

Total General Project grant request may not exceed 50% of TOTAL COST up to \$10,000

Signage Project Expenditures	Total Estimated Costs	50% Grant Requested
Signage		
Total		

Total Signage Project grant request may not exceed 50% of TOTAL COST up to \$5,000

Request Total	
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* Attach with final design drawings and photographs of building's exterior Facade.

Deborah Burrows

Applicant Signature

4/6/23

Date

Deborah Burrows

Property Owner Signature

4/6/23

Date

PROPOSAL

Bruce Byrum
825 Parker Street
Azle, Texas 76020

Brucehl2013@aol.com (817) 690-2429

Submitted To: Wells Wrecker Service
Address: 101 Teeway Ct, Azle, TX
Date: 4/3/2023
Phone #: 817-406-1099
Email: wellswrecker@gmail.com

We hereby submit specifications as performed:

- Grade 3,077 (three thousand and seventy-seven) square feet area for parking lot.
- Install and compact Flex Base and Type D Hot Mix asphalt.
- Furnish all labor and material \$10,000.00 (Ten Thousand dollars and no cents).
- Asphalt not to exceed past property line (MailBox) as per City of Azle requirements.

- We hereby furnish material and labor – complete in accordance with the above specifications for the sum of: \$10,000.00 (Ten Thousand dollars and no cents).

Respectfully submitted: Bruce Byrum, Byrum Construction





Presenter: Lawrence Bryant, Assistant City Manager

Agenda Item: Police Department Staffing.

Background and Explanation:

Staff will provide an update on current position vacancies and seek direction from the Council regarding possible staffing realignments within the Police Department.

Board/Commission/Committee Recommendation:

Staff Recommendation:

Attachments:

None