



# City of Azle Regular Meeting Agenda City Council

505 W. Main Street  
Azle, Texas 76020

**December 17, 2024**

**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: [yhoffman@cityofazle.org](mailto:yhoffman@cityofazle.org)*

Rev. Delbra Calton, senior pastor, Wesley Chapel CME Church 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.*

## **PRESENTATIONS**

1. Quarterly Investment Report for the Quarter ended September 30, 2024  
**Martin Avila, Finance Director**
2. Department Annual Report - Planning & Development  
**David Hawkins, Director of Planning and Development**

## **ACTION ITEMS**

3. Consider any action on the December 3, 2024 regular council meeting minutes.  
**Yael Hoffman, City Secretary**
4. Consider any action on awarding the bid for the Driving Range Reconstruction Project at Cross Timbers Golf Course (Bid No. 2025-001)  
**Jennifer Walls, Purchasing Agent**
5. Consider any action on Resolution No. 2024-23 amending authorized representatives for the City's Texas Local Government Investment Pool (TexPool) account.  
**Martin Avila, Finance Director**
6. Consider any action on Resolution No. 2024-24 amending authorized representatives for local government investment pool, brokerage, and bank accounts.  
**Martin Avila, Finance Director**
7. Consider and take any action on the resignation of Mr. Jack Stevens from the Municipal

Development District (MDD) Board of Directors

**Tom Muir, City Manager**

8. Consider any action on appointments to the Tax Increment Reinvestment Zone No. 1 Board of Directors and appointing one (1) member to serve as chairperson.

**Tom Muir, City Manager**

### **DISCUSSION ITEMS**

9. Keep Texas Beautiful

**Tom Muir, City Manager**

### **ITEMS TO BE PLACED ON FUTURE MEETING AGENDAS**

### **MAYOR/COUNCIL COMMENTS OF COMMUNITY INTEREST**

### **EXECUTIVE SESSION**

- **551.087 – DELIBERATION REGARDING ECONOMIC NEGOTIATIONS**

Discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations for the 1300 block of FM730N.

### **ADJOURNMENT**

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on 12-13-2024, 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 Hoffman, TRMC, CMC**  
**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](http://www.cityofazle.org).*



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**Presenter:** Martin Avila, Finance Director

**Agenda Item:** Quarterly Investment Report for the Quarter ended September 30, 2024

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**Background and Explanation:**

Presentation of the Quarterly Investment Report for the Quarter ended September 30, 2024

**Board/Commission/Committee Recommendation:**

N/A

**Staff Recommendation:**

N/A

**Attachments:**

1. 2024-09 Azle\_signed



## QUARTERLY INVESTMENT REPORT

For the Quarter Ended

September 30, 2024

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of Azle is in compliance with the Public Funds Investment Act and the City of Azle Investment Policy.

Investment Officer

Investment Officer

**Disclaimer:** These reports were compiled using information provided by the City of Azle. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

## Annual Comparison

### FYE Results by Investment Category:

| Asset Type               | September 30, 2023 |                      |                      | September 30, 2024 |                      |                      |
|--------------------------|--------------------|----------------------|----------------------|--------------------|----------------------|----------------------|
|                          | Ave. Yield         | Book Value           | Market Value         | Ave. Yield         | Book Value           | Market Value         |
| DDA/MMA/NOW              | 4.30%              | \$ 18,677,920        | \$ 18,677,920        | 3.98%              | \$ 15,072,722        | \$ 15,072,722        |
| Pools/MMMF               | 5.32%              | 12,197,685           | 12,197,685           | 5.15%              | 18,170,783           | 18,170,783           |
| CDs/Securities           | 5.02%              | 6,123,155            | 6,123,155            | 5.06%              | 12,581,556           | 12,581,556           |
| <b>Totals</b>            |                    | <b>\$ 36,998,760</b> | <b>\$ 36,998,760</b> |                    | <b>\$ 45,825,060</b> | <b>\$ 45,825,060</b> |
| Fourth Quarter-End Yield | <b>4.76%</b>       |                      |                      | <b>4.74%</b>       |                      |                      |

### Average Quarter-End Yields (1):

|                                     | 2023 Fiscal Year                  | 2024 Fiscal Year                  |
|-------------------------------------|-----------------------------------|-----------------------------------|
| Azle                                | 4.35%                             | 4.86%                             |
| Rolling Three Month Treasury        | 4.95%                             | 5.42%                             |
| Rolling Six Month Treasury          | 4.77%                             | 5.34%                             |
| TexPool                             | 4.74%                             | 5.29%                             |
| <b>Fiscal YTD Interest Earnings</b> | <b>\$ 1,535,769 (Approximate)</b> | <b>\$ 2,032,129 (Approximate)</b> |

(1) Average Quarter-End Yield calculated using quarter end report average yield and adjusted book value.

## Summary

### Quarter End Results by Investment Category:

| Asset Type     | June 30, 2024        |                      | September 30, 2024   |                      |              |
|----------------|----------------------|----------------------|----------------------|----------------------|--------------|
|                | Book Value           | Market Value         | Book Value           | Market Value         | Ave. Yield   |
| DDA/MMA/NOW    | \$ 14,495,294        | \$ 14,495,294        | \$ 15,072,722        | \$ 15,072,722        | 3.98%        |
| Pools/MMMF     | 14,091,297           | 14,091,297           | 18,170,783           | 18,170,783           | 5.15%        |
| CDs/Securities | 12,465,253           | 12,465,253           | 12,581,556           | 12,581,556           | 5.06%        |
| <b>Totals</b>  | <b>\$ 41,051,844</b> | <b>\$ 41,051,844</b> | <b>\$ 45,825,060</b> | <b>\$ 45,825,060</b> | <b>4.74%</b> |

#### Current Quarter Portfolio Performance (1)

Average Quarterly Yield 4.74%

Rolling Three Month Treasury 5.24%  
Rolling Six Month Treasury 5.17%  
TexPool 5.16%

#### Interest Earnings (Approximate)

Quarterly Interest Earnings \$ 567,012  
Fiscal YTD Interest Earnings \$ 2,032,129

#### Fiscal Year-to-Date Portfolio Performance (2)

Average Quarter-End Yield 4.86%

Rolling Three Month Treasury 5.42%  
Rolling Six Month Treasury 5.34%  
Average Quarter-End TexPool Yield 5.29%

#### Bank Fee Offsets

Quarterly Bank Fee Offsets \$ 1,543  
Fiscal YTD Bank Fee Offsets \$ 6,602

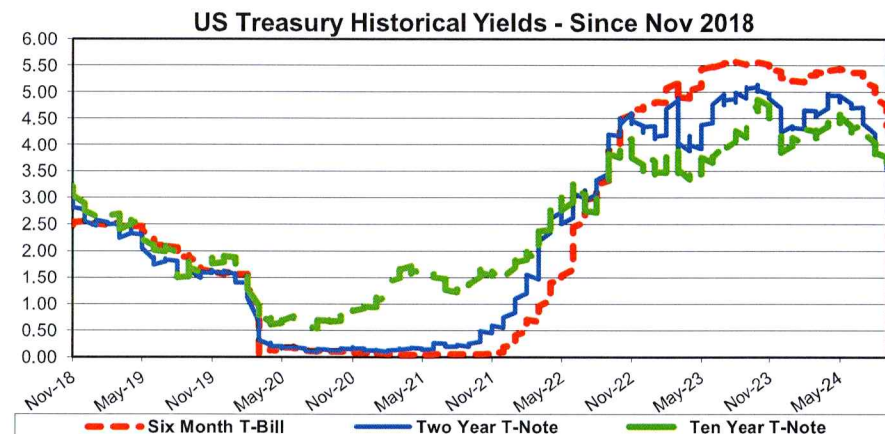
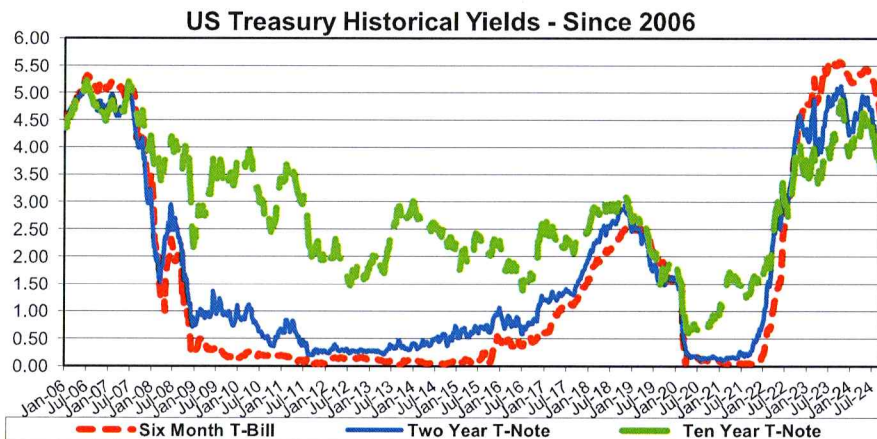
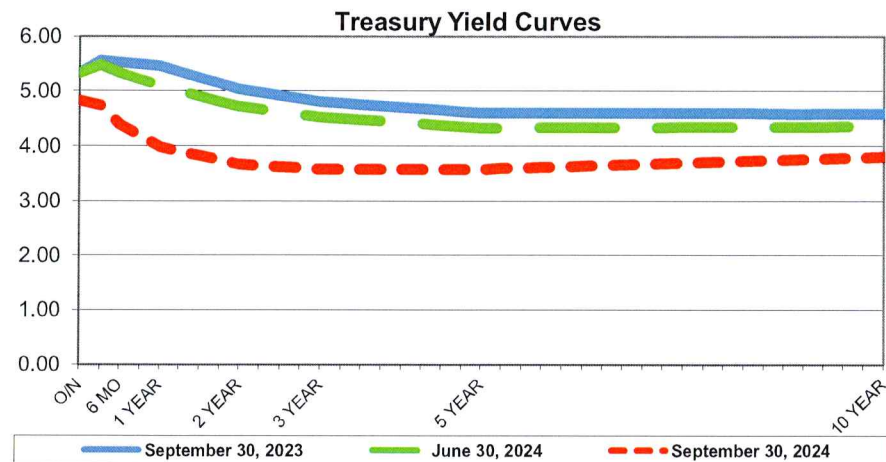
(1) **Current Quarter Weighted Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Weighted Average Yields** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

## Economic Overview

9/30/2024

The Federal Open Market Committee (FOMC) reduced the Fed Funds target range 0.50% to 4.75% - 5.00% (Effective Fed Funds trade +/-4.83%). Expectations are for two more 0.25% cuts by 12/31, although any actions will be meeting-by-meeting and "data-dependent." Sep Non-Farm Payroll surged 254k new jobs (above expectation), with the previous two months revised up boosting the Three Month Rolling Average 186k (from the previous 116k). Second Quarter 2024 GDP remained +3.0% due to increased consumer spending. The S&P 500 Stock Index exceeded 5,700 making new records. The yield curve dropped with the FOMC action and anticipated future actions. Crude Oil drifted slightly higher to +/- \$74 per barrel. Inflation remains above the FOMC 2% target (Core PCE +/-2.7% and Core CPI +/-3.2%). Declining global economic outlook, ongoing/expanding military conflicts and the domestic elections increase uncertainty.



**Investment Holdings**  
**September 30, 2024**

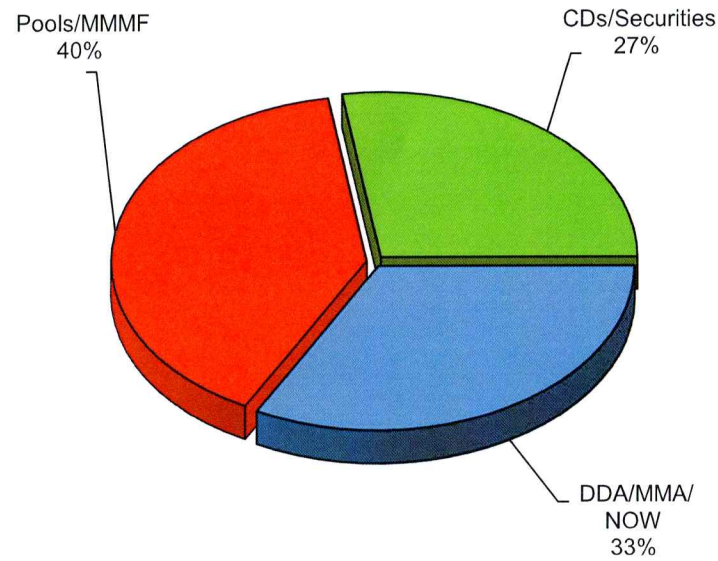
| Description                       | Rating | Coupon/<br>Discount | Maturity<br>Date | Settlement<br>Date | Original Face\<br>Par Value | Book<br>Value        | Market<br>Price | Market<br>Value      | Life<br>(Days) | Yield        |
|-----------------------------------|--------|---------------------|------------------|--------------------|-----------------------------|----------------------|-----------------|----------------------|----------------|--------------|
| Herring Bank                      |        | 1.21%               | 10/01/24         | 09/30/24           | \$ 237,134                  | \$ 237,134           | 1.00            | \$ 237,134           | 1              | 1.21%        |
| PNC Bank (3)                      |        | 0.19%               | 10/01/24         | 09/30/24           | 3,011,105                   | 3,011,105            | 1.00            | 3,011,105            | 1              | 0.19%        |
| NexBank MMA                       |        | 5.00%               | 10/01/24         | 09/30/24           | 11,824,483                  | 11,824,483           | 1.00            | 11,824,483           | 1              | 5.00%        |
| TexSTAR                           | AAAm   | 5.13%               | 10/01/24         | 09/30/24           | 10,497,022                  | 10,497,022           | 1.00            | 10,497,022           | 1              | 5.13%        |
| TexPool                           | AAAm   | 5.16%               | 10/01/24         | 09/30/24           | 7,673,761                   | 7,673,761            | 1.00            | 7,673,761            | 1              | 5.16%        |
| East West Bank CD                 |        | 5.25%               | 11/26/24         | 02/26/24           | 1,547,776                   | 1,547,776            | 100.00          | 1,547,776            | 57             | 5.38%        |
| East West Bank CD                 |        | 5.05%               | 12/20/24         | 12/20/23           | 548,115                     | 548,115              | 100.00          | 548,115              | 81             | 5.18%        |
| East West Bank CD                 |        | 5.08%               | 02/26/25         | 02/26/24           | 1,546,205                   | 1,546,205            | 100.00          | 1,546,205            | 149            | 5.21%        |
| East West Bank CD                 |        | 5.08%               | 03/04/25         | 03/04/24           | 1,625,808                   | 1,625,808            | 100.00          | 1,625,808            | 155            | 5.21%        |
| Texas Capital Bank CD             |        | 4.70%               | 03/20/25         | 03/20/23           | 1,073,385                   | 1,073,385            | 100.00          | 1,073,385            | 171            | 4.70%        |
| East West Bank CD                 |        | 5.29%               | 05/28/25         | 05/28/24           | 1,548,965                   | 1,548,965            | 100.00          | 1,548,965            | 240            | 5.43%        |
| BOK Financial CDARS               |        | 4.93%               | 06/19/25         | 06/22/23           | 1,065,063                   | 1,065,063            | 100.00          | 1,065,063            | 262            | 5.05%        |
| BOK Financial CDARS               |        | 4.93%               | 06/26/25         | 06/29/23           | 1,064,057                   | 1,064,057            | 100.00          | 1,064,057            | 269            | 5.05%        |
| American Nat'l Bank & Trust CDARS |        | 5.00%               | 08/14/25         | 08/16/23           | 1,057,912                   | 1,057,912            | 100.00          | 1,057,912            | 318            | 5.12%        |
| East West Bank CD                 |        | 4.46%               | 08/26/25         | 08/26/24           | 502,204                     | 502,204              | 100.00          | 502,204              | 330            | 4.56%        |
| First Nat'l Bank CDARS            |        | 3.96%               | 09/10/26         | 09/12/24           | 1,002,063                   | 1,002,063            | 100.00          | 1,002,063            | 710            | 4.04%        |
|                                   |        |                     |                  |                    | <b>\$ 45,825,060</b>        | <b>\$ 45,825,060</b> |                 | <b>\$ 45,825,060</b> | <b>65</b>      | <b>4.74%</b> |
|                                   |        |                     |                  |                    |                             |                      |                 |                      | (1)            | (2)          |

(1) **Weighted average life** - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

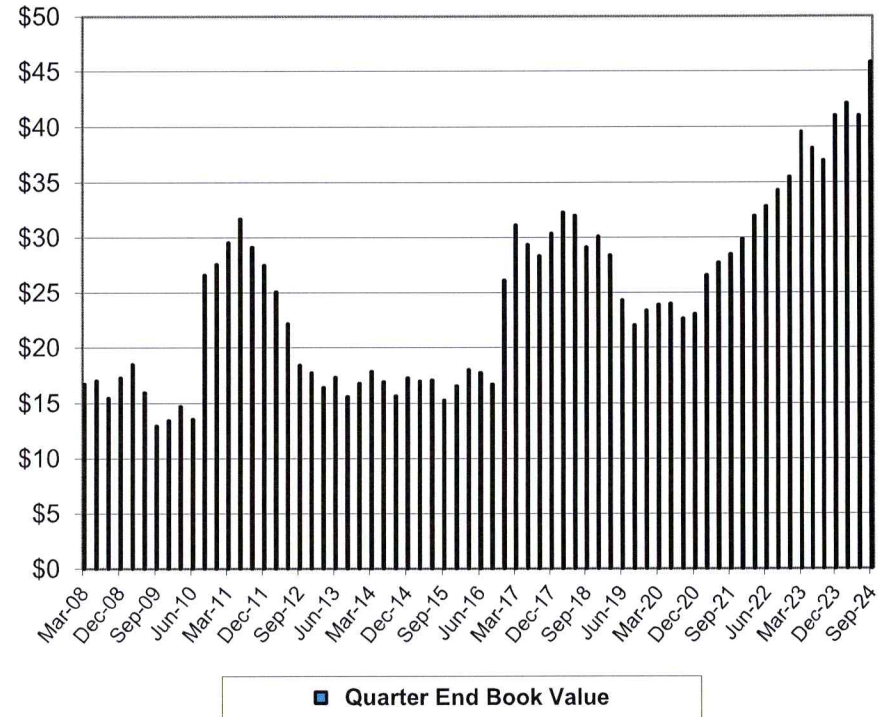
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Adjusted Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter. Bank deposit yields are estimated from the monthly allocated earnings.

(3) **Compensating Balances** - PNC Bank Balances generate earnings credit to offset most bank fees.

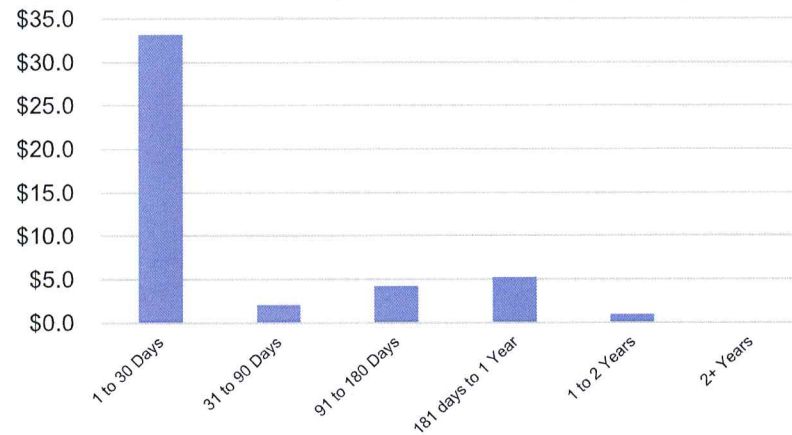
**Portfolio Composition**



**Total Portfolio (Millions)**



**Distribution by Maturity Range (Millions)**



## Book & Market Value Comparison

| Issuer/Description                | Yield | Maturity Date | Book Value<br>06/30/24 | Increases           | Decreases             | Book Value<br>09/30/24 | Market Value<br>06/30/24 | Change in<br>Market Value | Market Value<br>09/30/24 |
|-----------------------------------|-------|---------------|------------------------|---------------------|-----------------------|------------------------|--------------------------|---------------------------|--------------------------|
| Herring Bank                      | 1.21% | 10/01/24      | \$ 236,363             | \$ 771              | \$ —                  | \$ 237,134             | \$ 236,363               | \$ 771                    | \$ 237,134               |
| PNC Bank (3)                      | 0.19% | 10/01/24      | 3,919,890              | —                   | (908,786)             | 3,011,105              | 3,919,890                | (908,786)                 | 3,011,105                |
| NexBank MMA                       | 5.00% | 10/01/24      | 10,339,041             | 1,485,441           | —                     | 11,824,483             | 10,339,041               | 1,485,441                 | 11,824,483               |
| TexSTAR                           | 5.13% | 10/01/24      | 5,141,242              | 5,355,780           | —                     | 10,497,022             | 5,141,242                | 5,355,780                 | 10,497,022               |
| TexPool                           | 5.16% | 10/01/24      | 8,950,055              | —                   | (1,276,294)           | 7,673,761              | 8,950,055                | (1,276,294)               | 7,673,761                |
| East West Bank CD                 | 5.55% | 08/26/24      | 1,528,275              | —                   | (1,528,275)           | —                      | 1,528,275                | (1,528,275)               | —                        |
| East West Bank CD                 | 5.38% | 11/26/24      | 1,527,431              | 20,345              | —                     | 1,547,776              | 1,527,431                | 20,345                    | 1,547,776                |
| East West Bank CD                 | 5.18% | 12/20/24      | 541,183                | 6,932               | —                     | 548,115                | 541,183                  | 6,932                     | 548,115                  |
| East West Bank CD                 | 5.21% | 02/26/25      | 1,526,535              | 19,671              | —                     | 1,546,205              | 1,526,535                | 19,671                    | 1,546,205                |
| East West Bank CD                 | 5.21% | 03/04/25      | 1,605,125              | 20,683              | —                     | 1,625,808              | 1,605,125                | 20,683                    | 1,625,808                |
| Texas Capital Bank CD             | 4.70% | 03/20/25      | 1,060,745              | 12,640              | —                     | 1,073,385              | 1,060,745                | 12,640                    | 1,073,385                |
| East West Bank CD                 | 5.43% | 05/28/25      | 1,528,450              | 20,515              | —                     | 1,548,965              | 1,528,450                | 20,515                    | 1,548,965                |
| BOK Financial CDARS               | 5.05% | 06/19/25      | 1,051,919              | 13,144              | —                     | 1,065,063              | 1,051,919                | 13,144                    | 1,065,063                |
| BOK Financial CDARS               | 5.05% | 06/26/25      | 1,050,926              | 13,132              | —                     | 1,064,057              | 1,050,926                | 13,132                    | 1,064,057                |
| American Nat'l Bank & Trust CDARS | 5.12% | 08/14/25      | 1,044,664              | 13,248              | —                     | 1,057,912              | 1,044,664                | 13,248                    | 1,057,912                |
| East West Bank CD                 | 4.56% | 08/26/25      | —                      | 502,204             | —                     | 502,204                | —                        | 502,204                   | 502,204                  |
| First Nat'l Bank CDARS            | 4.04% | 09/10/26      | —                      | 1,002,063           | —                     | 1,002,063              | —                        | 1,002,063                 | 1,002,063                |
| <b>TOTAL</b>                      |       |               | <b>\$ 41,051,844</b>   | <b>\$ 8,486,570</b> | <b>\$ (3,713,354)</b> | <b>\$ 45,825,060</b>   | <b>\$ 41,051,844</b>     | <b>\$ 4,773,216</b>       | <b>\$ 45,825,060</b>     |

**Allocation**  
**September 30, 2024**  
**Book & Market Value**

| Fund                            | Total                | Herring<br>Bank -<br>Backup | PNC Bank           | NexBank<br>MMA       | TexSTAR             | TexPool             | East West<br>Bank CD<br>11/26/24 | East West<br>Bank CD<br>12/20/24 | East West<br>Bank CD<br>02/26/25 |
|---------------------------------|----------------------|-----------------------------|--------------------|----------------------|---------------------|---------------------|----------------------------------|----------------------------------|----------------------------------|
| Operating                       | \$ 3,188,732         | \$ 237,134                  | \$2,951,598        | \$ -                 | \$ -                | \$ -                | \$ -                             | \$ -                             | \$ -                             |
| General Fund                    | 8,687,922            | -                           | -                  | 2,630,215            | 1,064,231           | 43,785              | 773,888                          | -                                | 1,546,205                        |
| Utility Fund                    | 5,104,458            | -                           | -                  | 2,828,762            | 42,071              | -                   | 773,888                          | -                                | -                                |
| Utility Impact                  | 1,004,397            | -                           | -                  | 1,004,397            | -                   | -                   | -                                | -                                | -                                |
| Utility Capital Projects        | 441,376              | -                           | -                  | 232,660              | 208,715             | -                   | -                                | -                                | -                                |
| Utility CIP Fund                | 637,832              | -                           | -                  | -                    | -                   | -                   | -                                | -                                | -                                |
| Gas Well - Golf Course          | 284,248              | -                           | -                  | -                    | -                   | 284,248             | -                                | -                                | -                                |
| Gas Well Royalty                | 135,499              | -                           | -                  | -                    | -                   | 135,499             | -                                | -                                | -                                |
| Developer Proportionality Funds | 1,222,385            | -                           | -                  | -                    | -                   | 1,222,385           | -                                | -                                | -                                |
| Water Impact Fees               | 1,415,098            | -                           | -                  | -                    | -                   | 1,415,098           | -                                | -                                | -                                |
| Sewer Impact Fees               | 2,305,166            | -                           | 17,520             | 558,116              | 1,181,415           | -                   | -                                | 548,115                          | -                                |
| Police Seizure Escrow           | 6,627                | -                           | 6,627              | -                    | -                   | -                   | -                                | -                                | -                                |
| Police Evidence                 | 35,360               | -                           | 35,360             | -                    | -                   | -                   | -                                | -                                | -                                |
| Sales Tax Street Maintenance    | 479,460              | -                           | -                  | 366,296              | 113,164             | -                   | -                                | -                                | -                                |
| Crime Control and Prevention    | 251,755              | -                           | -                  | -                    | -                   | 251,755             | -                                | -                                | -                                |
| Municipal Development District  | 4,310,384            | -                           | -                  | -                    | -                   | 2,179,087           | -                                | -                                | -                                |
| MDD - Capital Projects          | 114,340              | -                           | -                  | -                    | -                   | 114,340             | -                                | -                                | -                                |
| General Capital Project         | 3,538,082            | -                           | -                  | 2,763,599            | -                   | -                   | -                                | -                                | -                                |
| Storm Water                     | 957,552              | -                           | -                  | -                    | -                   | 425,523             | -                                | -                                | -                                |
| Court Technology                | 20,156               | -                           | -                  | -                    | 20,156              | -                   | -                                | -                                | -                                |
| Court Security                  | 79,700               | -                           | -                  | -                    | 62,941              | 16,759              | -                                | -                                | -                                |
| Hotel/Motel Tax                 | 357,787              | -                           | -                  | -                    | 357,787             | -                   | -                                | -                                | -                                |
| Animal Control Donations        | 44,646               | -                           | -                  | -                    | 44,646              | -                   | -                                | -                                | -                                |
| Animal Medical Fund             | 36,768               | -                           | -                  | -                    | 36,768              | -                   | -                                | -                                | -                                |
| Animal Shelter Donations        | 300,061              | -                           | -                  | -                    | -                   | 300,061             | -                                | -                                | -                                |
| Golf Course                     | 722,233              | -                           | -                  | 438,333              | 283,900             | -                   | -                                | -                                | -                                |
| Utility I&S                     | 277,878              | -                           | -                  | -                    | 272,349             | 5,529               | -                                | -                                | -                                |
| Debt Service I&S                | 100,042              | -                           | -                  | -                    | 100,042             | -                   | -                                | -                                | -                                |
| 2024 CO Bond Proceeds           | 5,550,077            | -                           | -                  | -                    | 5,550,077           | -                   | -                                | -                                | -                                |
| 2017A SWIFT CO's                | 222,450              | -                           | -                  | -                    | 222,450             | -                   | -                                | -                                | -                                |
| TIRZ #1                         | 3,056,279            | -                           | -                  | 1,002,104            | -                   | 1,279,692           | -                                | -                                | -                                |
| TIRZ #1 - Tarrant County        | 899,001              | -                           | -                  | -                    | 899,001             | -                   | -                                | -                                | -                                |
| Tree Reforestation Fund         | 31,655               | -                           | -                  | -                    | 31,655              | -                   | -                                | -                                | -                                |
| Roadway Impact Fee Fund         | 5,655                | -                           | -                  | -                    | 5,655               | -                   | -                                | -                                | -                                |
| <b>Totals</b>                   | <b>\$ 45,825,060</b> | <b>\$ 237,134</b>           | <b>\$3,011,105</b> | <b>\$ 11,824,483</b> | <b>\$10,497,022</b> | <b>\$ 7,673,761</b> | <b>\$1,547,776</b>               | <b>\$ 548,115</b>                | <b>\$1,546,205</b>               |

**Allocation**  
**September 30, 2024**  
**Book & Market Value**

(Continued)

| Fund                            | East West<br>Bank CD<br>03/04/25 | Texas<br>Capital Bank<br>CD 03/20/25 | East West<br>Bank CD<br>05/28/25 | BOK Financial<br>CDARS<br>06/19/25 | BOK Financial<br>CDARS<br>6/26/25 | American Nat'l<br>Bank CDARS<br>08/14/25 | East West<br>Bank CD<br>08/26/25 | First Nat'l<br>Bank CDARS<br>09/10/26 |
|---------------------------------|----------------------------------|--------------------------------------|----------------------------------|------------------------------------|-----------------------------------|------------------------------------------|----------------------------------|---------------------------------------|
| Operating                       | \$ -                             | \$ -                                 | \$ -                             | \$ -                               | \$ -                              | \$ -                                     | \$ -                             | \$ -                                  |
| General Fund                    | 812,904                          | -                                    | -                                | 532,532                            | 532,029                           | -                                        | 251,102                          | 501,032                               |
| Utility Fund                    | 175,072                          | -                                    | -                                | 532,532                            | -                                 | -                                        | 251,102                          | 501,032                               |
| Utility Impact                  | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Utility Capital Projects        | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Utility CIP Fund                | 637,832                          | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Gas Well - Golf Course          | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Gas Well Royalty                | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Developer Proportionality Funds | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Water Impact Fees               | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Sewer Impact Fees               | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Police Seizure Escrow           | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Police Evidence                 | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Sales Tax Street Maintenance    | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Crime Control and Prevention    | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Municipal Development District  | -                                | 1,073,385                            | -                                | -                                  | -                                 | 1,057,912                                | -                                | -                                     |
| MDD - Capital Projects          | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| General Capital Project         | -                                | -                                    | 774,483                          | -                                  | -                                 | -                                        | -                                | -                                     |
| Storm Water                     | -                                | -                                    | -                                | -                                  | 532,029                           | -                                        | -                                | -                                     |
| Court Technology                | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Court Security                  | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Hotel/Motel Tax                 | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Animal Control Donations        | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Animal Medical Fund             | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Animal Shelter Donations        | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Golf Course                     | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Utility I&S                     | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Debt Service I&S                | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| 2024 CO Bond Proceeds           | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| 2017A SWIFT CO's                | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| TIRZ #1                         | -                                | -                                    | 774,483                          | -                                  | -                                 | -                                        | -                                | -                                     |
| TIRZ #1 - Tarrant County        | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Tree Reforestation Fund         | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| Roadway Impact Fee Fund         | -                                | -                                    | -                                | -                                  | -                                 | -                                        | -                                | -                                     |
| <b>Totals</b>                   | <b>\$1,625,808</b>               | <b>\$ 1,073,385</b>                  | <b>\$ 1,548,965</b>              | <b>\$ 1,065,063</b>                | <b>\$ 1,064,057</b>               | <b>\$ 1,057,912</b>                      | <b>\$ 502,204</b>                | <b>\$ 1,002,063</b>                   |

**Allocation**  
**June 30, 2024**  
**Book & Market Value**

| Fund                            | Total                | Herring<br>Bank -<br>Backup | PNC Bank            | NexBank<br>MMA       | TexSTAR             | TexPool             | East West<br>Bank CD<br>08/26/24 | East West<br>Bank CD<br>11/26/24 |
|---------------------------------|----------------------|-----------------------------|---------------------|----------------------|---------------------|---------------------|----------------------------------|----------------------------------|
| Operating                       | \$ 2,445,175         | \$ 236,363                  | \$ 2,208,812        | \$ -                 | \$ -                | \$ -                | \$ -                             | \$ -                             |
| General Fund                    | 11,184,840           | -                           | -                   | 3,766,939            | 2,466,320           | 43,210              | 764,137                          | 763,715                          |
| Utility Fund                    | 5,462,545            | -                           | -                   | 2,491,566            | 640,564             | -                   | 764,137                          | 763,715                          |
| Gas Well - Golf Course          | 280,512              | -                           | -                   | -                    | -                   | 280,512             | -                                | -                                |
| Gas Well Royalty                | 266,019              | -                           | -                   | -                    | -                   | 266,019             | -                                | -                                |
| Developer Proportionality Funds | 961,662              | -                           | -                   | -                    | -                   | 961,662             | -                                | -                                |
| Water Impact Fees               | 2,308,418            | -                           | 732,958             | -                    | -                   | 1,575,460           | -                                | -                                |
| Sewer Impact Fees               | 2,280,250            | -                           | 936,134             | 550,193              | 252,740             | -                   | -                                | -                                |
| Police Seizure Escrow           | 6,627                | -                           | 6,627               | -                    | -                   | -                   | -                                | -                                |
| Police Evidence                 | 35,360               | -                           | 35,360              | -                    | -                   | -                   | -                                | -                                |
| Sales Tax Street Maintenance    | 769,818              | -                           | -                   | 658,138              | 111,680             | -                   | -                                | -                                |
| Crime Control and Prevention    | 248,711              | -                           | -                   | -                    | -                   | 248,711             | -                                | -                                |
| Municipal Development District  | 4,231,288            | -                           | -                   | -                    | -                   | 2,125,878           | -                                | -                                |
| MDD - Capital Projects          | 175,871              | -                           | -                   | -                    | -                   | 175,871             | -                                | -                                |
| General Capital Project         | 1,987,077            | -                           | -                   | 1,222,852            | -                   | -                   | -                                | -                                |
| Storm Water                     | 1,437,964            | -                           | -                   | -                    | -                   | 386,541             | -                                | -                                |
| Court Technology                | 14,666               | -                           | -                   | -                    | 14,666              | -                   | -                                | -                                |
| Court Security                  | 28,313               | -                           | -                   | -                    | 11,775              | 16,538              | -                                | -                                |
| Hotel/Motel Tax                 | 263,202              | -                           | -                   | -                    | 263,202             | -                   | -                                | -                                |
| Animal Control Donations        | 43,482               | -                           | -                   | -                    | 43,482              | -                   | -                                | -                                |
| Animal Medical Fund             | 32,542               | -                           | -                   | -                    | 32,542              | -                   | -                                | -                                |
| Animal Shelter Donations        | 296,117              | -                           | -                   | -                    | -                   | 296,117             | -                                | -                                |
| Golf Course                     | 909,773              | -                           | -                   | 432,111              | 477,662             | -                   | -                                | -                                |
| Utility I&S                     | 257,062              | -                           | -                   | -                    | 251,606             | 5,456               | -                                | -                                |
| Debt Service I&S                | 355,469              | -                           | -                   | -                    | 355,469             | -                   | -                                | -                                |
| Water & Sewer Bond Reserve      | 229,363              | -                           | -                   | 229,363              | -                   | -                   | -                                | -                                |
| 2017A SWIFT CO's                | 219,534              | -                           | -                   | -                    | 219,534             | -                   | -                                | -                                |
| CRF                             | 1,799,443            | -                           | -                   | -                    | -                   | 1,799,443           | -                                | -                                |
| TIRZ #1                         | 2,520,738            | -                           | -                   | 987,879              | -                   | 768,634             | -                                | -                                |
| <b>Totals</b>                   | <b>\$ 41,051,844</b> | <b>\$ 236,363</b>           | <b>\$ 3,919,890</b> | <b>\$ 10,339,041</b> | <b>\$ 5,141,242</b> | <b>\$ 8,950,055</b> | <b>\$ 1,528,275</b>              | <b>\$ 1,527,431</b>              |

**Allocation** (Continued)  
**June 30, 2024**  
**Book & Market Value**

| <b>Fund</b>                     | <b>East West<br/>Bank CD<br/>12/20/24</b> | <b>East West<br/>Bank CD<br/>02/26/25</b> | <b>East West<br/>Bank CD<br/>03/04/25</b> | <b>Texas<br/>Capital Bank<br/>CD 03/20/25</b> | <b>East West<br/>Bank CD<br/>05/28/25</b> | <b>BOK Financial<br/>CDARS<br/>06/19/25</b> | <b>BOK Financial<br/>CDARS<br/>6/26/25</b> | <b>American Nat'l<br/>Bank CDARS<br/>08/14/25</b> |
|---------------------------------|-------------------------------------------|-------------------------------------------|-------------------------------------------|-----------------------------------------------|-------------------------------------------|---------------------------------------------|--------------------------------------------|---------------------------------------------------|
| Operating                       | \$ -                                      | \$ -                                      | \$ -                                      | \$ -                                          | \$ -                                      | \$ -                                        | \$ -                                       | \$ -                                              |
| General Fund                    | -                                         | 1,526,535                                 | 802,562                                   | -                                             | -                                         | 525,960                                     | 525,463                                    | -                                                 |
| Utility Fund                    | -                                         | -                                         | 802,562                                   | -                                             | -                                         | 525,960                                     | -                                          | -                                                 |
| Gas Well - Golf Course          | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Gas Well Royalty                | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Developer Proportionality Funds | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Water Impact Fees               | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Sewer Impact Fees               | 541,183                                   | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Police Seizure Escrow           | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Police Evidence                 | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Sales Tax Street Maintenance    | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Crime Control and Prevention    | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Municipal Development District  | -                                         | -                                         | -                                         | 1,060,745                                     | -                                         | -                                           | -                                          | 1,044,664                                         |
| MDD - Capital Projects          | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| General Capital Project         | -                                         | -                                         | -                                         | -                                             | 764,225                                   | -                                           | -                                          | -                                                 |
| Storm Water                     | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | 525,463                                    | -                                                 |
| Court Technology                | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Court Security                  | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Hotel/Motel Tax                 | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Animal Control Donations        | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Animal Medical Fund             | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Animal Shelter Donations        | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Golf Course                     | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Utility I&S                     | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Debt Service I&S                | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| Water & Sewer Bond Reserve      | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| 2017A SWIFT CO's                | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| CRF                             | -                                         | -                                         | -                                         | -                                             | -                                         | -                                           | -                                          | -                                                 |
| TIRZ #1                         | -                                         | -                                         | -                                         | -                                             | 764,225                                   | -                                           | -                                          | -                                                 |
| <b>Totals</b>                   | <b>\$ 541,183</b>                         | <b>\$ 1,526,535</b>                       | <b>\$ 1,605,125</b>                       | <b>\$ 1,060,745</b>                           | <b>\$ 1,528,450</b>                       | <b>\$ 1,051,919</b>                         | <b>\$ 1,050,926</b>                        | <b>\$ 1,044,664</b>                               |



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**Presenter:** David Hawkins, Director of Planning and Development  
**Agenda Item:** Department Annual Report - Planning & Development

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**Background and Explanation:**

Planning & Development annual report.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

N/A.

**Attachments:**

None



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**Presenter:** Yael Hoffman, City Secretary

**Agenda Item:** Consider any action on the December 3, 2024 regular council meeting minutes.

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**Background and Explanation:**

**Board/Commission/Committee Recommendation:**

**Staff Recommendation:**

**Attachments:**

1. Minutes 03-12-24



# MINUTES

## Regular Meeting

### Azle City Council

505 W. Main Street  
Azle, Texas 76020

**December 3, 2024**

**6:00 PM**

**Council Chambers**

#### **CALL TO ORDER**

Mayor Brundrett called the meeting to order at 6:00 PM.

#### **Members Present:**

Mayor Alan Brundrett  
Councilmember Derrick Nelson  
Councilmember Amy Estes  
Councilmember Stacy Peek  
Councilmember Rouel Rothenberger  
Councilmember Brian Conner

#### **Members Absent:**

Mayor Pro-tem Randa Goode

#### **Staff Present:**

|                 |                                      |
|-----------------|--------------------------------------|
| Tom Muir        | City Manager                         |
| Lawrence Bryant | Assistant City Manager               |
| Andrea Russell  | City Attorney                        |
| Yael Hoffman    | City Secretary                       |
| Susie Hiles     | Assistant to the City Manager        |
| Will Scott      | Fire Chief                           |
| David Hawkins   | Director of Planning and Development |
| Amber Watson    | Utility Billing Manager              |

#### **INVOCATION**

Amy Collins, Missions Coordinator for Son Shine Ministries, gave the invocation.

#### **PLEDGE OF ALLEGIANCE**

Mayor Brundrett led the Pledge of Allegiance.

#### **PUBLIC PARTICIPATION**

None.

#### **PRESENTATIONS**

##### **1. "Every Drop Counts" Poster Contest Winner Presentation**

Mayor Brundrett and Utility Billing Manager Amber Watson recognized all the winners of the "Every Drop Counts" poster contest. All the posters will be featured in a 2025 calendar.

## **ACTION ITEMS**

### **2. Consider and take action on the November 19, 2024 regular council meeting minutes.**

Councilmember Rothenberger moved to approve the November 19, 2024 regular council meeting minutes, as presented. Councilmember Peek seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

### **3. Consider a variance request to Section 3.10.004 (a) (1) (A) (i and ii) of the City of Azle Code of Ordinances to allow for an 8' tall solid wood fence to exceed the maximum allowed height of 4' and maximum allowed 50% open. The subject property is located at 127 Brookshire Avenue, which is located on the south side of Brookshire Ave. approximately 800 feet west of Southeast Parkway.**

Mayor Brundrett recognized Director of Planning and Development David Hawkins, who explained the variance request. The property owner, Ms. Amy Parker, provided information to the Council on the reason for their request for a taller fence.

Councilmember Rothenberger moved to approve a variance request to Section 3.10.004 (a) (1) (A) (i and ii) of the City of Azle Code of Ordinances to allow for an 8' tall solid wood fence to exceed the maximum allowed height of 4' and maximum allowed 50% open. The subject property is located at 127 Brookshire Avenue, which is located on the south side of Brookshire Ave. approximately 800 feet west of Southeast Parkway. Councilmember Nelson seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

### **4. Consider any action regarding an Encroachment Agreement between the City of Azle and Asvalo Real Estate to allow private infrastructure within the street rights-of-way of Sandy Beach Road.**

Councilmember Nelson moved to approve an Encroachment Agreement between the City of Azle and Asvalo Real Estate to allow private infrastructure within the street rights-of-way of Sandy Beach Road. Including the additions of payment of a \$75,000 lump sum encroachment fee that must be paid before construction can begin and the contract to "run with the land". Councilmember Conner seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

### **5. Consider any action on Resolution No. 2024-20 regarding support of tax credit for the Azle Oaks Apartments Rehabilitation.**

Mayor Brundrett recognized Planning and Development Director David Hawkins, who provided a brief overview of the rehabilitation project. A representative from LCJ Companies offered additional details about the project's design and the amenities being added.

Councilmember Rothenberger moved to approve Resolution No. 2024-20 regarding support of tax credit for the Azle Oaks Apartments Rehabilitation, as presented. Councilmember Estes seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

### **6. Consider any action authorizing the City Manager to execute an interlocal agreement with the Tarrant County Emergency Services District No. 1 (TCESD 1) for Fire/EMS services.**

Councilmember Rothenberger moved to approve authorizing the City Manager to execute an interlocal agreement with the Tarrant County Emergency Services District No. 1 (TCESD 1) for Fire/EMS services, as presented. Councilmember Peek seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

**7. Consider any action on Resolution No. 2024-21 casting votes for candidates for the Tarrant Appraisal District Board of Directors.**

Councilmember Rothenberger moved to approve Resolution No. 2024-21, casting votes for candidates and allocating six (6) votes to Sayeda Syed for the Tarrant Appraisal District Board of Directors. Councilmember Nelson seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

**8. Consider any action on Resolution No. 2024-22 casting votes for the candidates for the Parker County Appraisal District Board of Directors.**

Councilmember Nelson moved to approve Resolution No. 2024-22, allocating eighteen (18) votes to Jerry Durant and seventeen (17) votes to Sterling Naron for the Parker County Appraisal District Board of Directors. Councilmember Rothenberger seconded the motion.

Yes: (6) Alan Brundrett, Derrick Nelson, Amy Estes, Stacy Peek, Rouel Rothenberger, Brian Conner

**ITEMS TO BE PLACED ON FUTURE MEETING AGENDAS**

None.

**MAYOR/COUNCIL COMMENTS OF COMMUNITY INTEREST**

12-07-2024 - Christmas on Main - tree lighting at 6 PM.

12-13-2024 - Employee Christmas Luncheon at the Library.

12-16-2024 - Azle ISD Holiday Open House 12-3 PM.

12-19-2024 - CWD Driver Appreciation Luncheon at Capriccio's.

**ADJOURNMENT**

Mayor Brundrett adjourned at 7:12 PM.

**Presented and approved on 12-17-2024**

\_\_\_\_\_  
Alan Brundrett, Mayor

Attest:

\_\_\_\_\_  
Yael Hoffman, TRMC, CMC  
City Secretary



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**Presenter:** Jennifer Walls, Purchasing Agent

**Agenda Item:** Consider any action on awarding the bid for the Driving Range Reconstruction Project at Cross Timbers Golf Course (Bid No. 2025-001)

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**Background and Explanation:**

The Driving Range Reconstruction Project at Cross Timbers Golf Course is a complete rebuild of the range. The range will have a new, redesigned sprinkler system, new target greens/flags and will be entirely recontoured. In addition, tee boxes will be moved back, away from the homes on Golfers Way. The Project is expected to cost \$400,000 and funded from the Golf Course's budget except costs will be spread across two (2) fiscal years (\$200,000 for each year). Staff purchased the majority of the materials needed during the last fiscal year (irrigation and drainage materials). However, the City does not have the equipment or personnel to perform the actual construction. Therefore, the construction was bid out in Bid No. 2025-001.

On November 26, 2024, three (3) bids were received and read aloud for the Project and they are referenced on the attached bid tabulation.

Bids were evaluated by the Golf Course and Purchasing Staff. Fleetwood Services has the lowest, responsible bid and meets all the specifications.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

Staff recommends awarding Bid No. 2025-001 for the Driving Range Reconstruction Project to Fleetwood Services for \$201,150 (bid alternates referenced on the bid tabulation are not included).

**Attachments:**

None

# CROSS TIMBER DRIVING RANGE - BID TABULATION

Azle, Texas  
November 26, 2024

|                                                                                                |          |      |             | FLEETWOOD SERVICES  |              | LANDSCAPES UNLIMITED |              | VM GOLF             |  |
|------------------------------------------------------------------------------------------------|----------|------|-------------|---------------------|--------------|----------------------|--------------|---------------------|--|
| Description                                                                                    | Quantity | Unit | Unit Cost   | Amount              | Unit Cost    | Amount               | Unit Cost    | Amount              |  |
| <b>SCHEDULE A MOBILIZATION, CLEARING AND SITE PREPARATION (Furnish &amp; Install Complete)</b> |          |      |             |                     |              |                      |              |                     |  |
| 1. Staging Area                                                                                |          |      |             |                     |              |                      |              |                     |  |
| a. Mobilization                                                                                | 1        | LS   | \$20,000.00 | \$20,000.00         | \$221,336.35 | \$221,336.35         | \$35,000.00  | \$35,000.00         |  |
| 2. Staking of Features and Grades                                                              | 1        | LS   | \$3,000.00  | \$3,000.00          | \$5,626.50   | \$5,626.50           | \$10,000.00  | \$10,000.00         |  |
| 3. Clearing and Grubbing                                                                       |          |      |             |                     |              |                      |              |                     |  |
| a. Grass Crops                                                                                 | 12       | AC   | \$800.00    | \$9,600.00          | \$893.85     | \$10,726.20          | \$1,250.00   | \$15,000.00         |  |
| 4. Environmental Protection                                                                    |          |      |             |                     |              |                      |              |                     |  |
| a. Silt Fence                                                                                  | 1,000    | LF   | \$2.00      | \$2,000.00          | \$2.85       | \$2,850.00           | \$3.30       | \$3,300.00          |  |
| b. Basin Silt Protection                                                                       | 21       | EA   | \$50.00     | \$1,050.00          | \$149.50     | \$3,139.50           | \$375.00     | \$7,875.00          |  |
| c. SWPPP                                                                                       | 1        | LS   | \$1,500.00  | \$1,500.00          | \$3,000.00   | \$3,000.00           | \$3,500.00   | \$3,500.00          |  |
| <b>Total Schedule A</b>                                                                        |          |      |             | <b>\$37,150.00</b>  |              | <b>\$246,678.55</b>  |              | <b>\$74,675.00</b>  |  |
| <b>SCHEDULE B MASS GRADING (Furnish &amp; Install Complete)</b>                                |          |      |             |                     |              |                      |              |                     |  |
| 1. Strip and Replace Topsoil                                                                   | 6,000    | CY   | \$5.00      | \$30,000.00         | \$5.05       | \$30,300.00          | \$9.00       | \$54,000.00         |  |
| 2. Cut and Fill (Bank Yards)                                                                   | 20,500   | SF   | \$4.00      | \$82,000.00         | \$5.75       | \$117,875.00         | \$5.25       | \$107,625.00        |  |
| 3. Feature Shaping                                                                             | 1        | LS   | \$35,000.00 | \$35,000.00         | \$50,777.55  | \$50,777.55          | \$106,500.00 | \$106,500.00        |  |
| <b>Total Schedule B</b>                                                                        |          |      |             | <b>\$147,000.00</b> |              | <b>\$198,952.55</b>  |              | <b>\$268,125.00</b> |  |
| <b>SCHEDULE K FINISH OUT (Furnish &amp; Install Complete)</b>                                  |          |      |             |                     |              |                      |              |                     |  |
| 1. Clean up, equipment removal                                                                 | 1        | LS   | \$5,000.00  | \$5,000.00          | \$3,090.65   | \$3,090.65           | \$15,000.00  | \$15,000.00         |  |
| 2. As-Built                                                                                    | 1        | LS   | \$3,000.00  | \$3,000.00          | \$1,988.10   | \$1,988.10           | \$10,000.00  | \$10,000.00         |  |
| <b>Total Schedule K</b>                                                                        |          |      |             | <b>\$8,000.00</b>   |              | <b>\$5,078.75</b>    |              | <b>\$25,000.00</b>  |  |
| <b>SUBTOTAL</b>                                                                                |          |      |             | <b>\$192,150.00</b> |              | <b>\$450,709.85</b>  |              | <b>\$367,800.00</b> |  |
| PERFORMANCE & PAYMENT BOND                                                                     | 1        | LS   | \$9,000.00  | \$9,000.00          | \$7,870.13   | \$7,870.13           | \$12,000.00  | \$12,000.00         |  |
| <b>PROJECT TOTAL</b>                                                                           |          |      |             | <b>\$201,150.00</b> |              | <b>\$458,579.98</b>  |              | <b>\$379,800.00</b> |  |

|                                                                                                  |          |      |            | FLEETWOOD SERVICES  |            | LANDSCAPES UNLIMITED |            | VM GOLF             |  |
|--------------------------------------------------------------------------------------------------|----------|------|------------|---------------------|------------|----------------------|------------|---------------------|--|
| Description                                                                                      | Quantity | Unit | Unit Cost  | Amount              | Unit Cost  | Amount               | Unit Cost  | Amount              |  |
| <b>ALTERNATE 1 GOLF COURSE DRAINAGE (Installation Cost Only - Material Supplied by the City)</b> |          |      |            |                     |            |                      |            |                     |  |
| 1. Drainage Pipe - corrugated plastic smooth wall (CPP)                                          |          |      |            |                     |            |                      |            |                     |  |
| a. 4" Diameter                                                                                   | 1,120    | LF   | \$10.00    | \$11,200.00         | \$8.55     | \$9,576.00           | \$6.25     | \$7,000.00          |  |
| b. 6" Diameter                                                                                   | 1,245    | LF   | \$10.00    | \$12,450.00         | \$8.95     | \$11,142.75          | \$7.50     | \$9,337.50          |  |
| c. 8" Diameter                                                                                   | 480      | LF   | \$10.00    | \$4,800.00          | \$9.35     | \$4,488.00           | \$8.75     | \$4,200.00          |  |
| d. 12" Diameter                                                                                  | 40       | LF   | \$12.00    | \$480.00            | \$16.75    | \$670.00             | \$11.50    | \$460.00            |  |
| 2. Drainage Structures                                                                           |          |      |            |                     |            |                      |            |                     |  |
| a. 12" Round Grate                                                                               | 8        | EA   | \$150.00   | \$1,200.00          | \$200.95   | \$1,607.60           | \$325.00   | \$2,600.00          |  |
| b. 18" Round Grate                                                                               | 13       | EA   | \$150.00   | \$1,950.00          | \$308.95   | \$4,016.35           | \$475.00   | \$6,175.00          |  |
| <b>TOTAL ADD ALTERNATE 1</b>                                                                     |          |      |            | <b>\$32,080.00</b>  |            | <b>\$31,500.70</b>   |            | <b>\$29,772.50</b>  |  |
| <b>ALTERNATE 2 FEATURE CONSTRUCTION (Furnish &amp; Install Complete)</b>                         |          |      |            |                     |            |                      |            |                     |  |
| 1. Green Drainage                                                                                |          |      |            |                     |            |                      |            |                     |  |
| a. 4" Perforated Pipe                                                                            | 1,500    | LF   | \$12.00    | \$18,000.00         | \$11.90    | \$17,850.00          | \$9.50     | \$14,250.00         |  |
| b. Vents/Cleanouts/Markers                                                                       | 8        | EA   | \$50.00    | \$400.00            | \$93.95    | \$751.60             | \$250.00   | \$2,000.00          |  |
| 2. USGA Greens Construction                                                                      |          |      |            |                     |            |                      |            |                     |  |
| a. Mix                                                                                           | 15,000   | SF   | \$5.75     | \$86,250.00         | \$7.60     | \$114,000.00         | \$10.75    | \$161,250.00        |  |
| b. Pea Gravel                                                                                    | 15,000   | SF   | \$1.75     | \$26,250.00         | \$2.35     | \$35,250.00          | \$6.25     | \$93,750.00         |  |
| c. Tracer Wire                                                                                   | 800      | LF   | \$2.00     | \$1,600.00          | \$0.16     | \$128.00             | \$0.40     | \$320.00            |  |
| d. Barrier Liner                                                                                 | 800      | LF   | \$4.00     | \$3,200.00          | \$4.85     | \$3,880.00           | \$2.00     | \$1,600.00          |  |
| 3. Bunker Construction                                                                           |          |      |            |                     |            |                      |            |                     |  |
| a. 4" Perforated Pipe                                                                            | 280      | LF   | \$12.00    | \$3,360.00          | \$24.25    | \$6,790.00           | \$10.50    | \$2,940.00          |  |
| b. Bunker Sand                                                                                   | 2,800    | SF   | \$1.75     | \$4,900.00          | \$4.95     | \$13,860.00          | \$9.00     | \$25,200.00         |  |
| c. Bunker Liner - (Bunker Solutions)                                                             | 2,800    | SF   | \$4.50     | \$12,600.00         | \$4.75     | \$13,300.00          | \$4.75     | \$13,300.00         |  |
| d. Hand Edging                                                                                   | 1        | EA   | \$2,000.00 | \$2,000.00          | \$2,750.00 | \$2,750.00           | \$7,500.00 | \$7,500.00          |  |
| <b>TOTAL ADD ALTERNATE 2</b>                                                                     |          |      |            | <b>\$158,560.00</b> |            | <b>\$208,559.60</b>  |            | <b>\$322,110.00</b> |  |



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**Presenter:** Martin Avila, Finance Director

**Agenda Item:** Consider any action on Resolution No. 2024-23 amending authorized representatives for the City's Texas Local Government Investment Pool (TexPool) account.

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**Background and Explanation:**

The City currently invests funds in TexPool, a public funds investment pool. TexPool requires a resolution by the City Council to add any authorized representatives to the City's Account. Martin Avila, current finance director, will be retiring on December 31, 2024. This resolution is to add Stephen Barnes, who started as the new finance director on December 9, 2024, and Kim Silas, who started as the new senior accountant on October 6, 2024, and Tom Muir, City Manager, as authorized representatives on the City's TexPool account. These authorized representatives are in addition to Lawrence Bryant, Assistant City Manager and Angelia Garrett, Assistant Finance Director. In addition, Ms. Yvette Marin, who started as an accountant on November 4, 2024 will be a limited representative to only perform inquiries.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

Approve Resolution No. 2024-23.

**Attachments:**

1. TexPool Resolution 2024-23 for Agenda



# Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

## \* Required Fields

### 1. Resolution

#### WHEREAS,

City of Azle

7 8 2 4 3

Participant Name\*

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Stephen Barnes Finance Director

Name

Title

8 1 7 4 4 4 2 5 4 1

8 1 7 4 4 4 7 1 4 9

sbarnes@cityofazle.org

Phone

Fax

Email

Signature

2. Lawrence Byrant Assistant City Manager

Name

Title

8 1 7 4 4 4 2 5 4 1

8 1 7 4 4 4 7 1 4 9

lbryant@cityofazle.org

Phone

Fax

Email

Signature

3. Angelia Garrett Assistant Finance Director

Name

Title

8 1 7 4 4 4 2 5 4 1

8 1 7 4 4 4 7 1 4 9

agarrett@cityofazle.org

Phone

Fax

Email

Signature

## 1. Resolution (continued)

4. 

|                       |   |   |   |   |   |   |   |   |   |
|-----------------------|---|---|---|---|---|---|---|---|---|
| Kim Silas             |   |   |   |   |   |   |   |   |   |
| Name                  |   |   |   |   |   |   |   |   |   |
| 8                     | 1 | 7 | 4 | 4 | 4 | 2 | 5 | 4 | 1 |
| Phone                 |   |   |   |   |   |   |   |   |   |
| 8                     | 1 | 7 | 4 | 4 | 4 | 7 | 1 | 4 | 9 |
| Fax                   |   |   |   |   |   |   |   |   |   |
| ksilas@cityofazle.org |   |   |   |   |   |   |   |   |   |
| Email                 |   |   |   |   |   |   |   |   |   |
|                       |   |   |   |   |   |   |   |   |   |
| Signature             |   |   |   |   |   |   |   |   |   |

|                   |  |  |  |  |  |  |  |  |  |
|-------------------|--|--|--|--|--|--|--|--|--|
| Senior Accountant |  |  |  |  |  |  |  |  |  |
| Title             |  |  |  |  |  |  |  |  |  |

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Stephen Barnes

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

|              |   |   |   |   |   |   |   |   |   |            |   |   |   |   |   |   |   |   |   |                        |  |  |  |  |  |  |  |  |  |
|--------------|---|---|---|---|---|---|---|---|---|------------|---|---|---|---|---|---|---|---|---|------------------------|--|--|--|--|--|--|--|--|--|
| Yvette Marin |   |   |   |   |   |   |   |   |   | Accountant |   |   |   |   |   |   |   |   |   |                        |  |  |  |  |  |  |  |  |  |
| Name         |   |   |   |   |   |   |   |   |   | Title      |   |   |   |   |   |   |   |   |   |                        |  |  |  |  |  |  |  |  |  |
| 8            | 1 | 7 | 4 | 4 | 4 | 2 | 5 | 4 | 1 | 8          | 1 | 7 | 4 | 4 | 4 | 7 | 1 | 4 | 9 | lymarin@cityofazle.org |  |  |  |  |  |  |  |  |  |
| Phone        |   |   |   |   |   |   |   |   |   | Fax        |   |   |   |   |   |   |   |   |   | Email                  |  |  |  |  |  |  |  |  |  |

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 17 day of December, 2024.

**Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.**

City of Azle  
Name of Participant\*

**SIGNED**

Signature\*

Printed Name\*

Title\*

**ATTEST**

Signature\*

Printed Name\*

Title\*

## 2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsystems.com](mailto:texpool@dstsystems.com)

**Fax: 866-839-3291**



# Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

## \* Required Fields

### 1. Resolution

#### WHEREAS,

City of Azle

Participant Name\*

7 | 8 | 2 | 4 | 3

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

**WHEREAS**, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

**WHEREAS**, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

**NOW THEREFORE**, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

51

Tom Muir

Name

City Manager

Title

8 | 1 | 7 | 4 | 4 | 4 | 2 | 5 | 4 | 1

Phone

8 | 1 | 7 | 4 | 4 | 4 | 7 | 1 | 4 | 9

Fax

tmuir@cityofazle.org

Email

Signature

2.

Name

Title

Phone

Fax

Email

Signature

3.

Name

Title

Phone

Fax

Email

Signature

## 1. Resolution (continued)

4. 

|           |       |       |
|-----------|-------|-------|
|           |       |       |
| Name      | Title |       |
|           |       |       |
| Phone     | Fax   |       |
|           |       | Email |
|           |       |       |
| Signature |       |       |

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

|  |
|--|
|  |
|--|

  
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

|       |       |       |
|-------|-------|-------|
|       |       |       |
| Name  | Title |       |
|       |       |       |
| Phone | Fax   |       |
|       |       | Email |

- D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 17 day of December, 2024.

**Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.**

|  |
|--|
|  |
|--|

  
Name of Participant\*

### SIGNED

|               |
|---------------|
|               |
| Signature*    |
|               |
| Printed Name* |
|               |
| Title*        |

### ATTEST

|               |
|---------------|
|               |
| Signature*    |
|               |
| Printed Name* |
|               |
| Title*        |

## 2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsystems.com](mailto:texpool@dstsystems.com)

**Fax:** 866-839-3291



---

**Presenter:** Martin Avila, Finance Director

**Agenda Item:** Consider any action on Resolution No. 2024-24 amending authorized representatives for local government investment pool, brokerage, and bank accounts.

---

**Background and Explanation:**

The City currently invests funds in local government investment pools, brokerage and bank accounts. Some financial institutions require their own resolution documents while others do not. This resolution is for institutions that do not have that requirement. This resolution includes the following authorized users: Tom Muir, City Manager, Lawrence Bryant, Assistant City Manager, Stephen Barnes, Finance Director, Angelia Garrett, Assistant Finance Director, and Kim Silas, Senior Accountant.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

Approve Resolution No. 2024-24.

**Attachments:**

1. Resolution Approving Authorized Signers 12.17.2024

## RESOLUTION NO. 24-24

### **A RESOLUTION OF THE CITY OF AZLE, DESIGNATING AUTHORIZED SIGNERS FOR LOCAL GOVERNMENT INVESTMENT POOL, BROKERAGE, AND BANK ACCOUNTS AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Azle ("City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City is empowered to invest funds and to act as custodian of investments purchased with local investment funds; and

**WHEREAS**, the City needs to maintain banking relationships with various financial institutions; and

**WHEREAS**, such financial institutions require the City to designate city staff who are authorized to sign banking documents on behalf of the City; and

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

**Section 1.** The City Council of the City of Azle, Texas designates the following individuals as Authorized Signers to any account held by a financial institution.

| <u>Name</u>     | <u>Title</u>               |
|-----------------|----------------------------|
| Tom Muir        | City Manager               |
| Lawrence Bryant | Assistant City Manager     |
| Stephen Barnes  | Finance Director           |
| Angelia Garrett | Assistant Finance Director |
| Kim Silas       | Senior Accountant          |

**Section 2.** That the individuals listed above are Authorized Representatives of the City who are hereby authorized to sign banking documents on behalf of the City. Each is further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investments of local government funds.

**Section 3.** That all investments made under the authority provided herein are to be conducted in accordance with the City of Azle Investment Policy and applicable laws.

**Section 4.** That this resolution shall be effective immediately upon passage.

**PASSED AND APPROVED** by the City Council of the City of Azle, Texas on this 17<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Alan Brundrett, Mayor

ATTESTED:

\_\_\_\_\_  
Yael Forgey, City Secretary



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**Presenter:** Tom Muir, City Manager

**Agenda Item:** Consider and take any action on the resignation of Mr. Jack Stevens from the Municipal Development District (MDD) Board of Directors

---

**Background and Explanation:**

On December 8th, the MDD President, Mr. Jack Stevens, submitted his resignation from the MDD Board of Directors.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

Approve the resignation.

**Attachments:**

1. resign from MMD




---

**Presenter:** Tom Muir, City Manager

**Agenda Item:** Consider any action on appointments to the Tax Increment Reinvestment Zone No. 1 Board of Directors and appointing one (1) member to serve as chairperson.

---

**Background and Explanation:**

On December 1, 2015, the Council approved Ordinance No. 2015-17 which designated an area as Tax Reinvestment Zone Number 1 (TIRZ No. 1) and established a Board of Directors. The ordinance initially designated five (5) Board members and called each member to serve staggered two-year terms which expire December 31. On January 16, 2018, the Council authorized participation agreements with Tarrant County and the Tarrant County Hospital District, consequently adding Board positions for each entity.

There are currently total of seven (7) Board members. The Board is comprised of the following members and their respective term expiration dates referenced below:

| <u>Name</u>                 | <u>Term Expiration</u> | <u>Name</u>                      | <u>Term Expiration</u> |
|-----------------------------|------------------------|----------------------------------|------------------------|
| Alan Brundrett, Chairperson | 2024                   | Derrick Nelson                   | 2025                   |
| Randa Goode                 | 2024                   | Rouel Rothenberger               | 2025                   |
| Stacy Peek                  | 2024                   | Tracye Knight, Tarrant County    | 2025                   |
|                             |                        | Shannon Fletcher, Hospital Dist. | 2025                   |

Board members whose terms expire on December 31, 2024 need to be reappointed/replaced to terms expiring December 31, 2026.

**Board/Commission/Committee Recommendation:**

N/A.

**Staff Recommendation:**

Reappoint/appoint three (3) Board members with terms expiring on December 31, 2026.

**Attachments:**

None