



MINUTES
Regular Meeting
Azle City Council

505 W. Main Street
Azle, Texas 76020

March 4, 2025

6:00 PM

Council Chambers

CALL TO ORDER

Mayor Brundrett called the meeting to order at 6:01 PM.

Members Present:

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

Staff Present:

Tom Muir	City Manager
Andrea Russell	City Attorney
Yael Hoffman	City Secretary
Susie Hiles	Assistant to the City Manager
David Hawkins	Director of Planning and Development
Jennifer Walls	Purchasing Agent
Will Scott	Fire Chief
Lee Godbold	Assistant Fire Chief
Curren McLane	Library Director
Victor Gonzalez	Assistant Library Director

INVOCATION

Amy Collins from Sonshine Ministries gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Brundrett led the Pledge of Allegiance.

PUBLIC PARTICIPATION

None.

PROCLAMATIONS

1. Theatre in our Schools Month

Mayor Brundrett read and presented a proclamation to Azle ISD theatre program students and recognized the month of March as Theatre in Our Schools Month.

ACTION ITEMS

2. Consider any action on the February 4, 2025 regular Council meeting minutes

City Manager Tom Muir noted a typo on the action item. The correct date should be February 18, so the motion should reflect that.

Councilmember Estes moved to approve the February 18, 2025 regular Council meeting minutes, as presented. Mayor Pro Tem Goode seconded the motion.

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

3. Consider any action on Ordinance No. 2025-04, declaring each unopposed candidate in the May 3, 2025, General Election elected to office and canceling the General Election.

Councilmember Rothenberger moved to approve Ordinance No. 2025-04, declaring each unopposed candidate in the May 3, 2025 General Election elected to office and canceling the General Election. Councilmember Peek seconded the motion.

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

4. Consider any action on the Facade and Signage Improvement Program application for Pecan Plaza at 328 W. Main St.

Councilmember Rothenberger moved to approve the Facade and Signage Improvement Program application in the amount of \$10,000 to repave a portion of the parking lot at Pecan Plaza, 328 W. Main Street. Councilmember Nelson seconded the motion.

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

5. Consider any action on the Facade and Signage Improvement Program application for 149 W. Main St.

No action was taken; Council requested more supporting documents. Staff to contact applicant.

6. Consider any action on the Facade and Signage Improvement Program application for 151 W. Main St.

Director of Planning and Development David Hawkins presented the Facade Grant request, noting the correct address is 149 W. Main Street and not 151.

Mayor Pro Tem Goode moved to approve the Facade and Signage Improvement Program application in the amount of \$6,500 for building facade improvements at 149 W. Main Street. Councilmember Rothenberger seconded the motion.

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

7. Consider any action on awarding the bid for EMS Billing, In-Field Patient Care Reporting, and Hardware (RFP No. 2025-004).

Mayor Brundrett recognized Purchasing Agent Jennifer Walls, who provided an overview of the bid process, noting bids were opened on January 16 and three (3) proposals were received. After evaluating the proposals, based on references and total contract costs, staff recommended awarding the contract to Quick Med Claims (QMC) in the amount of \$238,000.

Mayor Pro Tem Goode moved to approve awarding the bid for EMS Billing, In-Field Patient Care Reporting, and Hardware (RFP No. 2025-004) to Quick Med Claims (QMC) in the amount of \$238,000. Councilmember Rothenberger seconded the motion.

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

11. Consider any action on approving Ordinance No. 2025-06 regulating short-term residential rentals.

Mayor Brundrett recognized City Manager Tom Muir who stated the Council discussed Ordinance No. 2025-06, which regulates short-term rentals, but action could not be taken at this time as public notices were not published. The City Attorney confirmed the ordinance's substance was complete, although some details still required clarification. The discussion included the possibility of hiring a consulting firm to monitor compliance, clarification on inspection fees and the renewal process, and a review of the Hotel Occupancy Tax registration procedure.

Destiny Ann - 150 Avondale Ave - addressed the Council, expressing her concerns that classifying short-term rentals as a business and requiring inspections could violate property owners' Fourth Amendment rights.

The Council clarified that once a property becomes a short-term rental, it is considered a business and must comply with all inspection requirements.

The City Attorney to bring back a final draft for Council review.

PUBLIC HEARING

12. Conduct a public hearing and consider any action on Ordinance No. 2025-03 regarding text amendments to Chapter 14 "Zoning Ordinance" of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider adding regulations for commercial buildings fronting a public street.

Mayor Brundrett recognized Planning and Development Director David Hawkins, who presented proposed amendments to the zoning ordinance regarding building orientation for commercial properties. Currently, zoning regulations only require residential structures to face a public street, with no such requirement for commercial buildings. The proposed change would mandate that all new commercial, retail, office, and industrial buildings also face a public street.

Mayor Brundrett opened the public hearing at 7:13 PM.

Mayor Brundrett closed the public hearing at 7:13 PM.

The Council discussed challenges related to defining "front-facing" orientation and the impact on architectural design. Concerns were raised about flexibility for businesses and potential exceptions. The Council requested the City Attorney draft a proposed amendment incorporating their suggestions.

ITEMS TO BE PLACED ON FUTURE MEETING AGENDAS

None.

MAYOR/COUNCIL COMMENTS OF COMMUNITY INTEREST

- Time change this weekend, March 9.
- March 10 - 14, Azle Library will offer various programs during Spring Break.
- No Municipal Development District meeting next week.
- 03-06-2025 - The Employee Appreciation Banquet will start at 6 PM.
- The splash pad will open in May.
- April 1 is Library Giving Day.
- The Feed-Lot and Farmers Market will open for the new season on April 5.

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

8. Consider any action on Resolution No. 2025-05 designating the *Tri-County Reporter/Azle News* as the official newspaper.

Mayor Brundrett recognized City Manager Tom Muir who stated on February 18, the Council passed Resolution No. 2025-04 naming the *Commercial Recorder* as the City's official newspaper effective March 1, 2025, due to the *Tri-County Reporter* (formerly known as the *Azle News*) ceasing operations. On February 24, Staff was notified the *Tri-County Reporter* had been purchased and would continue operations initially as the *Tri-County Reporter* and then revert back to the *Azle News*. The *Tri-County Reporter* has asked the City to once again designate the *Tri-County Reporter/Azle News* as the city's official newspaper.

Councilmember Estes moved to approve Resolution No. 2025-05 designating the *Tri-County Reporter/Azle News* as the official newspaper. Councilmember Peek seconded the motion.

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

9. Consider a petition for release from the City's Extraterritorial Jurisdiction (ETJ) for property legally described as a 79.054-acre tract of land situated in the A. Campbell Survey, Abstract No. 338, Parker County, Texas, being a portion all of that tract of land described by deed to MITX, LTD., Wells Reno Investors, LTD., White Reno Investors, LTD., recorded in Volume 2154, Page 1607, County Records, Parker County, Texas and addressed as 1708 Helen Lane.

Mayor Brundrett recognized Planning and Development Director David Hawkins, who presented a petition for release from the city's ETJ. Senate Bill 2038, passed in 2023, allows residents and property owners in the ETJ to petition for release if they meet the requirements of the bill and the Texas Election Code. The ETJ release request meets the requirements of SB 2038 and city ordinances, and Staff has submitted it for the Council's consideration and approval.

Councilmember Nelson moved to approve the petition for release from the City's Extraterritorial Jurisdiction (ETJ) for property legally described as a 79.054-acre tract of land situated in the A. Campbell Survey, Abstract No. 338, Parker County, Texas, being a portion all of that tract of land described by deed to MITX, LTD., Wells Reno Investors, LTD., White Reno Investors, LTD., recorded in Volume 2154, Page 1607, County Records, Parker County, Texas and addressed as 1708 Helen Lane, as presented. Councilmember Conner seconded the motion.

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

10. Consider any action on Ordinance No. 2025-5 amending Article 6.09.008 "Impoundment of Donation Bins" of Chapter Six, Health and Sanitation, of the Code of Ordinances, City of Azle, Texas, by adding a new subsection for abatement of repeat offenders.

Mayor Brundrett recognized Planning and Development Director David Hawkins, who provided a brief overview of the donation bin ordinance and the requested changes. The Council discussed proposed amendments to address repeat violators who drop off bins without permits multiple times throughout the year. The amendment aims to expedite the abatement process by allowing city staff to remove unauthorized donation bins immediately without prior notification. The Planning and Zoning Commission supported the request, and approval was sought from the Council. The key revision states that any donation bin within the city without a valid permit may be impounded without prior notice.

Councilmember Rothenberger moved to approve Ordinance No. 2025-05, amending Article 6.09.008 "Impoundment of Donation Bins" of Chapter Six, Health and Sanitation, of the Code of Ordinances, City of Azle, Texas, by adding a new subsection for abatement of repeat offenders, as presented. Councilmember Peek seconded the motion.

EXECUTIVE SESSION

Mayor Brundrett convened to Executive Session at 7:30 PM.

Mayor Brundrett reconvened to open meeting at 9:06 PM.

551.071 CONSULTATION WITH THE CITY ATTORNEY
Code Enforcement issues.

551.074 PERSONNEL MATTERS

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City Manager.

13. Take any action pursuant to the Executive Session.

No action.

ADJOURNMENT

Mayor Brundrett adjourned at 9:06 PM.

Presented and approved on March 18, 2025.



Alan Brundrett, Mayor

Attest:



Yael Hoffman, TRMC, CMC
City Secretary