

**Agenda**  
June 18<sup>th</sup> 2025 @ 6:00 p.m.  
Regular Council Meeting  
Oran White Civic Center  
701 N Tool Drive  
Tool, TX 75143



1. Call to Order
2. Roll Call: Bennett, Dumont, Figueroa, Fladmark, Sayre, Stykes
- (a) Establish Quorum**
3. Invocation and Pledge of Allegiance
4. Declare, if any, Council's Conflicts of Interest
5. **Appointments, Presentations, Proclamations and Recognitions**

a. Receive status reports from Emergency Services District #4, Fire Chief Rodney McClain

6. **Citizen Comments:** Citizens wishing to speak on an agenda item must sign up to do so **(3 Minute Maximum)** *The Council will not comment on items not on the agenda; however, the Council may refer the item to City Staff for research, resolution or referral of the matter to the Council as a future agenda item.*

**Consent Agenda** - *Approval of Consent Agenda items authorize each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Council present at this meeting.*

7. Approve Minutes: May 15<sup>th</sup>, 2025 Regular Meeting
8. Approve Monthly Activity Reports for May 2025 as presented: (A) Executive Summary (B) Financial and Expenditure (C) Municipal Court; (D) Police (E) Maintenance; (F) Building (G) Code Enforcement and; (H) Animal Control.

**Statutory Agenda** - *The purpose of this section is to have full discussion upon request by the Tool City Council. Ideas, thoughts and decisions are formulated by City Council and staff plans, operations, policies, and/or future projects, including the following:*

9. Consider and Take Action to enter into a Memorandum of Understanding with the City of Athens for Animal Quarantine Services, for the period of July 1<sup>st</sup>, 2025 to July 1<sup>st</sup>, 2027
10. Approve the City Administrator to enter into a contract with Humane Society for the period of July 1st, 2025 – June 30th, 2026 for the purpose of animal shelter services for animals within the City of Tool
11. General Discussion on a business symposium luncheon, hosted by the City of Tool as presented by Mayor Dumont and Councilmember Fladmark
12. Consider and Take Action on a donation to the Thunder Over Cedar Creek Lake Air Show as presented by Mayor Dumont
13. Receive and discuss an update regarding the Eight at Tool, Inc. Park Board, as presented by Councilmember Bennett

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14. Consider, Discuss and Take Action on the Third Amended and Restated Bylaws of the Eight at Tool, Inc.

**Ordinance Readings**

15. Discuss, on first reading, to Adopt Ordinance 2024-10A, Parks and Recreation, as presented by Councilmember Vera Bennett

**Resolution Adoption**

16. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-03R, Council Rules of Procedure, repealing Resolution 2025-02R, Council Rules of Procedure, as presented by Councilmembers Michael Fladmark and Vera Bennett
17. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-04R, Employee Tax Rate Calculations

**Executive Session**

18. Convene into executive session pursuant to Texas Government Code Chapter 551 (2) sections:
  - a. Section 551.074 to consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator.
19. Reconvene in open session and take any action necessary resulting from executive session
20. **Staff Comments** - *Hear announcements concerning matters appearing on the agenda; items of community interest; Staff gives regards dealing with specific factual information or existing policy dealing within the City, that may have an impact on citizens, staff or the City Council of Tool. No formal action will be discussed or taken.*
21. **Council Comments** - *Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Mayor, Councilpersons, and City staff, for which no formal action will be discussed or taken.*
22. **Closing**
  - A. Next Meeting: July 17<sup>th</sup> 2025
  - B. Adjourn

**A meeting that is “open to the public”, pursuant to the Open Meetings Act, is one that the public is permitted to attend. The act does not entitle the public to choose the items to be discussed or to speak about items on the agenda.** If the City Council, during the course of the meeting covered by this notice, should determine that an executive session is required, then such executive session, as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.001 et seq., will be held by the Council at the date, hour and place given in this notice, concerning but not limited to the following sections and purposes of the Act: 551.071 Private consultation with the city’s attorney; 551.072 Deliberations about Real Property; or, 551.074 Discussing

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personnel or to hear complaints against personnel. Should any final action, final decision or final vote be required in the opinion of the City Council regarding any matter considered in such executive session, then the final action, final decision or final vote shall be in the open meeting covered by this Notice upon the reconvening of the public meeting.

I certify that the above notice of meeting, a true and correct copy, was posted on the bulletin board in front of Tool City Hall prior to the required 72 hours and that the city's official newspaper was notified.

Attest:

*SEAL*

\_\_\_\_\_  
Mike Dumont, Mayor

\_\_\_\_\_  
Kimberley Price, City Secretary



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Kimberley Price, City Secretary

Department: Administration

Is this a Budgeted Item? ☐ Yes ☒ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: Minutes from May 15<sup>th</sup>, 2025 Regular Meeting

Agenda  
Item No.  
7

### Summary of Agenda Item to be considered:

Staff is presenting the Minutes from the May 15<sup>th</sup>, 2025 Regular Meeting

### Agenda Item, as listed on the agenda:

Approve Minutes: May 15<sup>th</sup>, 2025 Regular Meeting

### Recommended Motion to Consider:

“I move that we approve the minutes the May 15<sup>th</sup>, 2025 Regular Council Meeting, as presented.”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date

**Minutes**  
May 15<sup>th</sup> 2025 @ 6:00 p.m.  
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1. Call to Order @ 6 p.m.
2. Roll Call: Bennett, Dumont, Figueroa, Fladmark, Sayre, Stykes. Figueroa Absent. Quorum was established with Mayor Dumont Presiding.
3. Invocation and Pledge of Allegiance
4. Declare, if any, Council's Conflicts of Interest
  - All present Councilmembers declared that there were no known conflicts of interest
5. **Appointments, Presentations, Proclamations and Recognitions**
  - a. Receive status reports from Emergency Services District #4, Fire Chief Rodney McClain
6. **Citizen Comments:** Citizens wishing to speak on an agenda item must sign up to do so **(3 Minute Maximum)** *The Council will not comment on items not on the agenda; however, the Council may refer the item to City Staff for research, resolution or referral of the matter to the Council as a future agenda item.*

Citizens chose to speak later in the meeting

- Mark Holley spoke on Item Five
- Teresa Foster spoke on Item Eight
- Allen Anderson spoke on behalf of Leslie Anderson on Item Eight during Item 13
- Vicki Dumont spoke on Item Eight during Item 13
- David Moses spoke on Item 15
- Mayor Dumont allowed Randall Ingle to speak on Item 15 (Randall Ingle did not sign up to speak prior to the meeting)
- Chris Grissom spoke on Item 16

**Public Hearings** – *The Tool City Council shall open relevant public hearings to receive citizen testimony regarding the following items. The public comment period begins on the first date notice is published and extends to the close of the public hearing. Public comments may be submitted either in writing to the City of Tool City Council, Office of the City Secretary, 701 N. Tool Dr., Tool, TX 75143, or electronically via email at [contact@tooltexas.org](mailto:contact@tooltexas.org). Please be aware that any contact information you provide, including your name, phone number, email address and physical address will become part of the city's public record.*

7. Open, announce the time and conduct a public hearing to receive testimony on the following:
  - Public Hearing was opened @ 6:04 p.m.
8. Discuss a variance request by Greg Figueroa, of 705 Royal Way, to encroach the setbacks for an existing structure in a B-1, Local Business District.
  - Marsha Goforth stated that Mr. Figueroa should have obtained a permit before starting the project and concluded by stating that something should be done about this since Mr. Figueroa is a Councilmember and knows the law.

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- Teresa Foster stated that 705 Royal Way was not located in a B-1, Local Business District but in a Residential District. Foster continued by stating that entering into her neighborhood is difficult due to parking at 705 Royal Way. Foster continued by stating that music had been being played until 1:00 a.m. at this location and concluded by stating that if the citizens of Tool are to be held accountable for noise and how they conduct themselves in public, then Mr. Figueroa should have to held accountable as well.

Mayor Dumont allowed Rodney McClain to speak on Item Five which was to receive status reports from Emergency Services District #4, Fire Chief Rodney McClain, during the public hearing period.

McClain discussed the status reports for the Emergency Services District #4 highlighting their calls for service and concluded by discussing their upcoming fundraiser.

9. Close public hearing and announce the time. The public hearing was closed @ 6:11 p.m.

**Consent Agenda** - *Approval of Consent Agenda items authorize each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Council present at this meeting.*

**Mayor Dumont moved that Item 19 and Item 20 be discussed first, then move to Item 10**

10. Approve Minutes: April 17<sup>th</sup>, 2025 Regular Meeting. Motion to Approve Minutes: April 17<sup>th</sup>, 2025 Regular Meeting as submitted was made by Councilmember Fladmark with second by Councilmember Sayre. Motion Passed 4/0. (Mayor Dumont stated that the motion passed 4/1 however all present members voted in favor so there were no opposing votes.)
11. Approve Monthly Activity Reports for April 2025 as presented: (A) Executive Summary (B) Financial and Expenditure (C) Municipal Court; (D) Police (E) Maintenance; (F) Building (G) Code Enforcement and; (H) Animal Control. Mayor Dumont inquired regarding the Mixed Beverage Tax being a huge deposit this month. Councilmember Fladmark inquired regarding the financial statements, the income from the food trucks located at the Eight at Tool park and inter-fund transfers of the City's bank accounts as listed on the Profit and Loss Statement. Councilmember Fladmark continued by inquiring regarding the leftover funds from the City Hall Addition project. Councilmember Sayre inquired regarding the recent Calls for Service and violations issued from the Police Department. Councilmember Fladmark concluded by inquiring in regard to applications received to fill the vacancy in Code Enforcement. Councilmember Bennett inquired regarding the equipment purchases for the Eight at Tool Park and a check written to Federal Signal Corporation. Councilmember Bennett continued by congratulating Chief of Police Robert Walker on his completion of the Certified Public Manager program. Councilmember Bennett continued by inquiring regarding building permits in The Groves development. Councilmember Stykes inquired regarding the 81-acre development to which City Administrator Kizzee stated that the developers have reached out to him and are requesting a meeting with him and West Cedar Creek Municipal Utility District. City Administrator Kizzee continued by stating that the developers had mentioned they were still in the process of setting up a

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meeting with West Cedar Creek Municipal Utility District to discuss water needs for the development. Councilmember Stykes inquired regarding the recent work on the West Cedar Creek Municipal Utility District lift station located at the City Hall. Motion to Approve Monthly Activity Reports for April 2025 as presented: (A) Executive Summary (B) Financial and Expenditure (C) Municipal Court; (D) Police (E) Maintenance; (F) Building (G) Code Enforcement and; (H) Animal Control was made by Councilmember Sayre with second by Councilmember Stykes. Motion Passed 4/0.

**Statutory Agenda** - *The purpose of this section is to have full discussion upon request by the Tool City Council. Ideas, thoughts and decisions are formulated by City Council and staff plans, operations, policies, and/or future projects, including the following:*

12. Consider and Take Action to reschedule the June 2025 Regular City Council meeting. Mayor Dumont stated that the purpose of this item was to move the meeting from Thursday, June 19<sup>th</sup> to Wednesday, June 18<sup>th</sup> in recognition of the Juneteenth holiday. Motion to Take Action to reschedule the June 2025 Regular City Council meeting from Thursday, June 19<sup>th</sup> to Wednesday, June 18<sup>th</sup> was made by Councilmember Sayre with second by Councilmember Bennett. Motion Passed 4/0
13. Discuss and Take Action on a variance request by Greg Figueroa, of 705 Royal Way, to encroach the setbacks for an existing structure in a B-1, Local Business District. Carter Figueroa spoke on Greg Figueroa's behalf for this item. Carter Figueroa stated that the variance request was for the encroachment of the side setback of the property. Figueroa continued by stating that during the recent addition on the property, it was discovered that the addition extends 10 feet past the setback limit, but it was not in any ditches or under any power lines. Figueroa continued by stating that the addition did not impede any access to any easements either, but that it did slightly encroach a utility easement. Figueroa continued by stating that the addition was going to be revenue producing and provide a better experience at Fig's Backyard as it is a family-owned company. Figueroa continued by stating that undue hardship should be considered when requesting a variance and that it would be an undue hardship to remove the addition since it cost \$40,000.00 to build the addition and that it would cost another \$20,000.00 to remove the addition. Figueroa continued by stating that these figures do not include the lost revenue due to no longer having the addition since it provides the BBQ experience at Fig's Backyard. Figueroa continued by stating that this current City Council had approved variance requests to other individuals who also encroached setbacks and easements. Figueroa continued by stating that all required permits had been obtained for this project. Councilmember Bennett stated that the individuals Carter Figueroa was referring to had requested a variance prior to the building on those properties and not after building was completed. Councilmember Bennett continued by inquiring why the variance was not applied for prior to the construction, to which Carter Figueroa stated that there was an oversight on this since they personally do not oversee construction as we have contractors who oversees projects. Figueroa continued by stating that while that is not an excuse for the oversight, they are here now asking for the variance to continue to be allowed to use the building. Figueroa continued by stating that retroactive variances are not uncommon and that this council has approved retroactive variances in the past. Councilmember Stykes inquired regarding the survey of the property and inquired if the building was built past the property line to which Carter Figueroa stated that the survey was incorrect and the building was not past the build



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line. Building Official Davis stated that according to the survey stakes on the property, the building was not past the build line. Councilmember Bennett inquired if a written stop work order was given to Greg Figueroa to which City Administrator Kizzee stated that a written stop work order was not issued but Greg Figueroa was given a verbal stop work order. Councilmember Sayre inquired how a code violation was to be handled to which Building Official Davis discussed the process and highlighted that a warning must be issued prior to issuing a citation. Councilmember Sayre inquired regarding the fine for the code violation to which Building Official Davis stated that the fine would be \$400.00. Building Official Davis continued by stating that a permit was applied for and issued for this project at a later date. Councilmember Stykes stated that he would like further clarification on where the property lines are for the property in question. Councilmember Stykes continued by stating that he felt that the building was over the property line and that if the building was over the property line, he would like to see the building be moved so it would be inside the property lines. Councilmember Stykes concluded by stating that he would like to get clarification of Building Official Davis's interpretation of the setbacks for different parts of the property in question. Building Official Davis again stated that Greg Figueroa building was inside the property lines. Motion to Table this item was made by Councilmember Stykes. Motion Failed due to the lack of a second. Motion to Approve the variance request by Greg Figueroa, of 705 Royal Way, to encroach the setbacks for an existing structure in a B-1, Local Business District with a fine included was made by Councilmember Sayre with second by Councilmember Fladmark. Motion Passed 3/1 with Councilmember Bennett opposed.

14. Discuss and Take Action to dissolve all Eight at Tool Park Committees. Councilmember Sayre inquired regarding the future committees for the Eight at Tool. Councilmember Fladmark inquired regarding the creation of new committees for the Eight at Tool. Councilmember Bennett discussed her ideas for all the committees for the Eight at Tool and highlighted the local events committee, small events committee, concert series committee and the fundraising committee. Councilmember Fladmark requested clarification in regard to the local events committee and the small events committee. Motion to Dissolve all current Eight at Tool Park Committees and relinquish those assigned duties to the Eight at Tool Park Board was made by Councilmember Fladmark with second by Councilmember Sayre. Motion Passed 4/0.
15. Consider, Discuss and give direction on the need for a Municipal Development District and/or an Economic Development Corporation for the City of Tool and the allocation of sales tax. Mayor Dumont spoke regarding the current City of Tool financials and the need to keep sales tax money in the General Fund and not to divert the funds to an Economic Development Corporation. Mayor Dumont concluded by stating that he would like to see the City Council to keep the money unrestricted. Councilmember Stykes requested clarification on who would oversee the spending of the Sales Tax funds to which Mayor Dumont stated that if an Economic Development Corporation was created, the corporation would have the authority of the allocated sales tax funds and that the City Council would not have oversight in regard to those funds. Councilmember Fladmark requested additional information regarding the current sales tax figures for the City of Tool for this current fiscal year. Mayor Dumont again stated that he believed that the authority should be left up to the City Council and not an Economic Development Corporation. Councilmember Bennett stated that she would like to see both



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measures on the ballot in November.

16. General Discussion on drainage issues and solutions, as presented by Councilmember Sayre. Austin Lightle of Hayes Engineering spoke in regard to drainage solutions. Lightle continued by discussing recent progress made by the Maintenance Department, specifically on Guam Street and Oahu Loop, to name a few, and concluding by discussing his recent visit to the Paradise Bay subdivision. City Administrator Kizzee and Mayor Dumont presented their solutions for the drainage issues throughout the city. Councilmember Sayre discussed the current drainage issues in the Paradise Bay subdivision. Director of Maintenance and Operations Frank Martain stated that the drainage problem was too big for the Maintenance Department to handle and that outside help would be needed for this project. City Administrator Kizzee and Councilmember Bennett stated that specific planning for relief in regard to flooding was needed and concluded by stating that a drainage study was needed. Councilmember Fladmark discussed current drainage issues in the Heatherwoods subdivision.
17. Discuss and Take Action to terminate all approved bids and contracts from Raymond's Concrete for Project #2025-01, Maintenance Barn, due to the inability to provide a payment and performance bond for the project. Motion to Remove Items 17 & 18 from the Agenda was made by Councilmember Stykes with second by Councilmember Bennett. Motion Passed 4/0.
18. Consider, Review bids and award the bid to New Beginnings Custom Homes for Project #2025-01, Maintenance Barn
19. Consider and Take Action to approve the Fiscal Years 2021-2022 and Fiscal Years 2022-2023 Audits (Annual Financial Report) from YWRD, P.C. Bryan Thomas of YWRD, P.C. presented his findings of the audits for the Fiscal Years 2021-2022 and Fiscal Years 2022-2023 highlighting that Fiscal Years 2022-2023 was deemed as a clean audit. Thomas continued by stating that for Fiscal Years 2022-2023 the Budget vs Actual showed that the city had \$2.2 Million Dollars in revenues which was roughly \$200,000.00 over what was budgeted. Thomas continued by stating that the city had \$2.4 million dollars in expenditures which was \$500,000.00 over what was budgeted. Thomas continued by stating that the overage expenditures were due to capital outlay projects and public safety projects that were not budgeted for. Mayor Dumont asked City Controller Kimberly Kroha how the audit process had gone to which City Controller Kroha stated that the audit process went well and that she was in constant contact with the auditors. Councilmember Bennett inquired regarding the comparisons from the Fiscal Year 2022 to the Fiscal Year 2023 Audit in regard to assets and liabilities. Councilmember Bennett continued by stating that the City of Tool's net position in 2023 was \$270,605 and asked that Bryan Thomas further explain what that meant exactly to which Bryan Thomas stated that your fund balance was calculated by subtracting your assets minus your liabilities. Councilmember Bennett continued by inquiring if the Fiscal Years 2021-2022 and Fiscal Years 2022-2023 Audits showed anything out of the ordinary to which Bryan Thomas stated that there was nothing unusual and that YWRD, P.C. gave clean opinions on both audits. Councilmember Stykes inquired regarding the \$340,000.00 in grant funds and when was the deadline for those funds to be spent to which Bryan Thomas stated that many cities, including Tool, received American Rescue Plan Act (ARPA) fund during the COVID-

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19 Pandemic. Thomas continued by stating that the City of Tool received roughly \$600,00.00 in ARPA funds in 2022. Councilmember Fladmark inquired if there were any precautions the City of Tool could take going forward to which Bryan Thomas stated that the City of Tool was in a good position and that as a reminder, grant funds and bond funds must be used for their intended purpose and used during the required time period. Motion to Approve the audits for Fiscal Years 2021-2022 and Fiscal Years 2022-2023 was made by Councilmember Bennett with second by Councilmember Fladmark. Motion Passed 4/0. (Mayor Dumont stated that the motion passed 4/1 however all present members voted in favor so there were no opposing votes.)

20. Consider and Take Action to engage YWRD, P.C for auditing services for the fiscal year periods of October 1<sup>st</sup>, 2023 to September 30<sup>th</sup>, 2024. Motion to Take Action to engage YWRD, P.C for auditing services for the fiscal year periods of October 1st, 2023 to September 30th, 2024 was made by Councilmember Sayre with second by Councilmember Fladmark. Councilmember Bennett inquired the pricing for the Fiscal Year 2023-2024 Audit. City Administrator Julius Kizzee discussed how the pricing for an audit was calculated. Councilmember Stykes inquired if the city had used the same auditing company in 2019 to which City Administrator Kizzee stated that he was unsure at this time. Motion to Take Action to engage YWRD, P.C for auditing services for the fiscal year periods of October 1st, 2023 to September 30th, 2024 passed 4/0. (Mayor Dumont stated that the motion passed 4/1 however all present members voted in favor so there were no opposing votes.)

## **Ordinance Readings**

21. Discuss and Take Action, on first reading, to Adopt Ordinance 2023-08C, International Codes, relating to a fee schedule for Accessory Structures. Building Official Davis stated that the fee schedule needed to be increased due to it costing the city more money for inspections, than the city is receiving in permit fees for accessory structures. Building Official Davis continued by recommending the use of the existing table for commercial properties - be used for accessory structures as well. Councilmember Fladmark inquired if the fee schedule would change from square footage to project valuation to which Building Official Davis stated that Councilmember Fladmark was correct. Building Official Davis again stated that this Ordinance would only deal with accessory structures. Motion to Adopt Ordinance 2023-08C, International Codes, relating to a fee schedule for Accessory Structures was made by Councilmember Sayre with second by Councilmember Stykes. Motion Passed 4/0.
22. Discuss and Take Action, on third reading, to Adopt Ordinance 2025-02, Elevation of Residential Structures. Austin Lightle of Hayes Engineering spoke in regard to this item stating that most cities have similar ordinances regarding elevation. Councilmember Fladmark inquired regarding exceptions to properties being built on a hill. Councilmember Fladmark continued by providing his requested changes to the ordinance. Motion to Adopt Ordinance 2025-02, Elevation of Residential Structures as amended was made by Councilmember Fladmark with second by Councilmember Sayre. Motion Passed 4/0.
23. Discuss and Take Action, on first reading, to adopt Ordinance 2025-04, Amusement Redemption Machines, Gambling Devices and Game Rooms. Mayor Dumont stated that this ordinance was necessary since cities are not allowed to having gaming machines in city limits. Motion to, on first reading, to adopt Ordinance 2025-04, Amusement Redemption Machines, Gambling Devices and Game Rooms was made by Councilmember Sayre with second by Councilmember Bennett. Motion Passed 4/0.

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24. **Staff Comments** - *Hear announcements concerning matters appearing on the agenda; items of community interest; Staff gives regards dealing with specific factual information or existing policy dealing within the City, that may have an impact on citizens, staff or the City Council of Tool. No formal action will be discussed or taken.*
- A. Director of Maintenance and Operations Martin discussed the upcoming Trash Off to be held on April 17<sup>th</sup>
  - B. Building Official Davis discussed the upcoming Fire Department Crawfish Boil fundraiser
25. **Council Comments** - *Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Mayor, Councilpersons, and City staff, for which no formal action will be discussed or taken.*
- A. Councilmember Stykes congratulated Chief of Police Walker on the completion of the Certified Public Manager Program
  - B. Councilmember Bennett thanked everyone for coming to the meeting
  - C. Councilmember Sayre discussed the Emergency Siren installation and the upcoming garage sale in the Paradise Bay subdivision
  - D. Councilmember Fladmark congratulated Chief of Police Walker on the completion of the Certified Public Manager program
26. **Closing**
- A. Next Meeting: June 18<sup>th</sup>, 2025
  - B. Adjourn @ 8:51 p.m.

**A meeting that is “open to the public”, pursuant to the Open Meetings Act, is one that the public is permitted to attend. The act does not entitle the public to choose the items to be discussed or to speak about items on the agenda.** If the City Council, during the course of the meeting covered by this notice, should determine that an executive session is required, then such executive session, as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.001 et seq., will be held by the Council at the date, hour and place given in this notice, concerning but not limited to the following sections and purposes of the Act: 551.071 Private consultation with the city’s attorney; 551.072 Deliberations about Real Property; or, 551.074 Discussing personnel or to hear complaints against personnel. Should any final action, final decision or final vote be required in the opinion of the City Council regarding any matter considered in such executive session, then the final action, final decision or final vote shall be in the open meeting covered by this Notice upon the reconvening of the public meeting.

I certify that the above notice of meeting, a true and correct copy, was posted on the bulletin board in front of Tool City Hall prior to the required 72 hours and that the city’s official newspaper was notified.

Attest:

## Minutes

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*SEAL*

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Mike Dumont, Mayor

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Kimberley Price, City Secretary



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Staff

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☒ Report ☐ Resolution

Attachments: Monthly Reports for the Executive Summary, Financial & Expenditure, Municipal Court, Police, Maintenance, Building, Code Enforcement and Animal Control

Agenda  
Item No.  
**8**

### **Summary of Agenda Item to be considered:**

Staff would like to present the monthly reports for the month of May.

### **Agenda Item, as listed on the agenda:**

Approve Monthly Activity Reports for May 2025 as presented: (A) Executive Summary (B) Financial and Expenditure (C) Municipal Court; (D) Police (E) Maintenance; (F) Building (G) Code Enforcement and; (H) Animal Control

### **Recommended Motion to Consider:**

“I move that we accept the Monthly Activity Reports for May 2025, as presented.”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



# Executive Summary

## From the City Administrator

Dear Council and Mayor,

Here is a Monthly Executive Summary of the past 30 days for the City.

- ◇ The SH 274 Survey, slated for fall of 2024, was hopeful to start in the winter of 2024, according to TXDOT. After talking to TXDOT in recent weeks, the delayed timeline would be around September of 2025. Local TXDOT officials are hopeful of starting the project sooner, using more local resources and not waiting on state funding. Staff recently had a meeting with TXDOT in hopes of moving this project forward.
- ◇ Staff has also reached out to TXDOT on March 19<sup>th</sup> in regards to a signal warrant study at the intersection of SH 274 and Arnold Hills Road. Also, the request included feasibility for a crosswalk to be located across the highway from 705 Royal Way and 1204 N. Tool Dr. This item is outstanding.
- ◇ TXDOT has received an application from the City of Tool regarding a sidewalk grant, that would go from the city park down to Tool Elementary. In a meeting in March at the Tyler office, TXDOT says the City of Tool has momentum for this project. The work to be dedicated to this item is momentous. Councilmember Fladmark and staff have decided to hold off on this item – for other priority issues in the city.
- ◇ On April 1<sup>st</sup>, staff held a meeting with Stan Hayes of Hayes Engineering. Mr. Hayes gave relevant information for the Paradise Bay Subdivision and solutions to help alleviate their drainage issues. In a recent meeting with Mr. Hayes in June, he recommended a two-step phasing of addressing the issues in Paradise Bay, including clearing ditches and digging culverts. This two-step process is to be discussed at the June regular meeting.
- ◇ The office of representative Lance Gooden has engaged the city regarding funding for drainage solutions in Paradise Bay. The appropriation for this item is slated to be for FY 25'-26', if approved.
- ◇ The Eight at Tool Park is open and experiences a consistent traffic flow of visitors. Three food truck vendor spots have been occupied, down from the initial five that signed up.
- ◇ The Code Enforcement Officer position has now been filled. Heath Hamaker has been hired to fill this position. We wish Heath the best in his new position!
- ◇ The West Cedar Creek Municipal Utility District General Manager met with staff regarding progress on the new lift station in May, with fencing, that sits adjacent to City Hall. The work is set to begin in June and take approximately two to three months for completion.

Also, here's a recap of the other business interests and prospects in the city:

- ◇ Staff met with the developers of the 81 acres on January 16<sup>th</sup>, February 25<sup>th</sup>, May 27<sup>th</sup> and June 10<sup>th</sup>. The Developers gave an update on the project, saying they are still working on acquiring assets to go towards the project. This group continues to have discussions with the city regarding the project. The developers say they are a year away from platting and getting permits for building.
- ◇ A developer of an abundance of land off of Will White Road has relayed back to staff that he is working on a conceptual plan to bring before Council. The same developer says he will also start a conversation with West Cedar Creek Municipal Utility District. This item is still outstanding.
- ◇ Staff has connected with UT Health regarding the feasibility of an urgent care or other health facility in the city of Tool. To date, no momentum on this end.



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## Recap of Latest Drainage Discussion (06.02.2025)

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From Julius Kizzee <jkizzee@tooltexas.org>

Date Fri 6/6/2025 4:34 PM

Cc Lacosta Davis <ldavis@tooltexas.org>; Daniel Sayre <dsayre@tooltexas.org>

Bcc Vera Bennett <vbennett@tooltexas.org>; Fladmark <mfladmark@tooltexas.org>; Greg Figueroa <gfigueroa@tooltexas.org>; Robert Stykes <rstykes@tooltexas.org>; Mike Dumont <mdumont@tooltexas.org>

Mayor and Council,

Below is a summary of the visit that Mr. Sayre and LaCosta had with Mr. Stan Hayes of Hayes Engineering, regarding drainage in Paradise Bay, on Tuesday of this week.

Stan says that the city should two-phase the drainage discussion in Paradise Bay.

### **Phase I - Ditch and Clear**

- Clean culverts and dig ditches throughout
  - o Work on certain, but several streets (3 or 4) at a time. Go out for bid, after an RFP is submitted from LaCosta in the next week. These funds are to be determined (How? When? Where?)

### **Phase II - Evaluate and Engineer**

- Evaluate and Engineer
  - o If the cleaning of the ditches and culverts does not work, engineer the resizing and replacing of culverts throughout the neighborhood. This would be a more invasive project. (Some culverts may have to increase from 12 - 24, possibly. Costs are undetermined).

For funding purposes of Phase II, there could be CDBG grants or others that are out there to be identified between staff and Hayes Engineering.

Another factor for this project, is only in Paradise Bay, if curb and gutter was sought after, the costs would be approximately \$20 million, or \$460 a linear square foot.

I will be including this recap in my Executive Summary in the Council Packet, for June.

Have a good weekend,

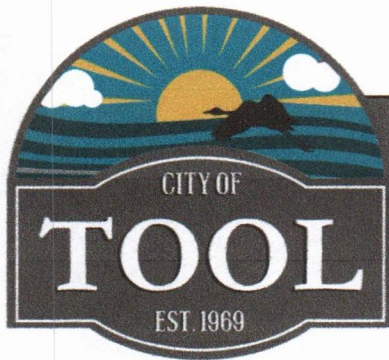


**Julius Kizzee**  
City Administrator

Phone: 903-432-3522 x106

Email: [jkizzee@tooltexas.org](mailto:jkizzee@tooltexas.org)

701 N. Tool Dr.  
Tool, TX 75143



## Financial and Expenditure Cover Page

Council and Mayor,

Please see the attached monthly financial reports. This information is for the period ending May 31, 2025, for discussion at the council meeting on June 18, 2025. The City's bank account balances and finances remain healthy for daily municipal operations.

As operations continue into the last third of the City's budget, the City is taking great care to make sure that its operations fall within set budget guidelines and is correcting expenditure spending as necessary. As always, the finance department of the City strives to be transparent to its taxpayers and the overall general public.

### Income

- 
- 4020 Building Permits Fees revenues are down 5.5% vs this same time last year.
- 4064 Fines & Forfeitures actual revenues is still up about 15% vs last year.
- 4070 and 4071 (Ad Valorem Revenues) are up 8% and 5% vs last month respectively.
- 4120 & 4122 Sales Tax is flat.
- 4110 Hotel Occupancy Tax is up 8% vs last year.
- 4121 Mixed Beverage Tax is up significantly vs this same time last year

### Expenditures

- 5060 Audit Fees are trending much higher due to completion of two years of audits and the work billed. This is expected to increase even more due to the expected completion of FY 2023-2024 before year end.
- 5300-10 (Legal Fees) is trending higher than expected due to an increase in activity with the city attorney.

### Other Items

- The 2023-2024 Fiscal Year audit is in progress and the auditors have been encouraged to get this completed by the end of September.
- The 2025-2026 Budget Cycle is in progress.

Respectfully submitted,

  
Kimberly Kroha, CPA  
City Controller

| <b>Account Name</b>                             | <b>5/31/2025</b>       |
|---|------------------------|
|   |                        |
| General Fund                                    | \$ 27,163.77           |
| Ad Valorem                                      | \$ 638,485.49          |
| Emergency Fund                                  | \$ 444,677.58          |
| Municipal Court                                 | \$ 42,689.12           |
| Security Fund (Municipal Court)                 | \$ 28,534.83           |
| Tech Fund (Municipal Court)                     | \$ 5,046.68            |
| Interest & Sinking Fund                         | \$ 31,939.40           |
| Police Seizure Fund                             | \$ 135.09              |
| Public Funds MM 9 / City Hall Construction Fund | \$ 11,527.53           |
| Public Funds MM 10/ Escrow Draw 380 Agreement   | \$ 223,416.80          |
| TexStar   | \$ 915.26              |
| Capital Improvement Fund                        | \$ 544,250.02          |
| Park Construction Account                       | \$ 22,657.39           |
| The Eight At Tool Inc / PF IntCK 11             | \$ 25,688.74           |
| Hotel/Motel Tax Fund                            | \$ 109,110.98          |
|   |                        |
| <b>Total Cash on Hand</b>                       | <b>\$ 2,156,238.68</b> |



# Check Listing CITY OF TOOL May 2025

| Date                             | Num   | Vendor                                   | Amount     |
|----------------------------------|-------|--|------------|
| <b>1010 - General Fund #0566</b> |       |  |            |
| 05/02/2025                       | 39141 | Alicia Elrod                             | -362.55    |
| 05/02/2025                       | 39142 | Ana Dyar                                 | -165.00    |
| 05/02/2025                       | 39143 | Blue Cross and Blue Shield of Texas      | -13,896.32 |
| 05/02/2025                       | 39144 | Henderson County Auditor's Office        | -420.00    |
| 05/02/2025                       | 39145 | WEST CEDAR CREEK M.U.D.                  | -719.97    |
| 05/06/2025                       | 39146 | The Monitor                              | -200.00    |
| 05/06/2025                       | 39147 | Cintas Corporation                       | -185.17    |
| 05/06/2025                       | 39148 | Yeldell, Wilson, Wood & Reeve, P.C.      | -6,586.50  |
| 05/06/2025                       | 39149 | TML- Intergovernmental Risk Pool         | -348.00    |
| 05/06/2025                       | 39150 | TMPA                                     | -14.77     |
| 05/06/2025                       | 39151 | Hopkins Nursery                          | -1,069.80  |
| 05/06/2025                       | 39152 | Blake Armstrong, PC                      | -2,819.40  |
| 05/06/2025                       | 39153 | Valvoline Inc                            | -139.45    |
| 05/09/2025                       | 39154 | Scott Tuley                              | -400.00    |
| 05/14/2025                       | 39155 | Cintas Corporation                       | -372.90    |
| 05/14/2025                       | 39156 | Ana Dyar                                 | -247.50    |
| 05/14/2025                       | 39157 | Coreplus                                 | -3,410.71  |
| 05/14/2025                       | 39158 | D-UP Consulting, LLC                     | -312.50    |
| 05/14/2025                       | 39159 | Hayes Engineering                        | -1,200.00  |
| 05/14/2025                       | 39160 | Jots Rentals, LLC                        | -100.00    |
| 05/14/2025                       | 39161 | STOLZ TELECOM                            | -800.00    |
| 05/19/2025                       | 39162 | Raymond's Concrete and Land Services LLC | -68,400.00 |
| 05/21/2025                       | 39164 | Valvoline Inc                            | -173.65    |
| 05/21/2025                       | 39165 | Bureau Veritas North America, Inc        | -4,758.22  |
| 05/21/2025                       | 39166 | Cintas Corporation                       | -261.56    |
| 05/21/2025                       | 39167 | Coreplus                                 | -7,437.62  |
| 05/21/2025                       | 39168 | Federal Signal Corporation               | -59,219.50 |
| 05/21/2025                       | 39170 | Michael Dumont                           | -100.00    |
| 05/21/2025                       | 39173 | The Monitor                              | -240.00    |
| 05/21/2025                       | 39174 | TML - Texas Municipal League             | -944.00    |
| 05/21/2025                       | 39175 | TMPA                                     | -14.77     |
| 05/21/2025                       | 39177 | Humane Society of Cedar Creek Lake       | -3,200.00  |
| 05/27/2025                       | 39178 | A.L.E.R.T                                | -270.00    |
| 05/27/2025                       | 39179 | Cintas Corporation                       | -215.05    |
| 05/27/2025                       | 39180 | Texas Social Security Program            | -35.00     |



# Check Listing CITY OF TOOL May 2025

|  | Date       | Num  | Vendor                                   | Amount                |
|--|------------|------|--|-----------------------|
| <b>Total for 1010 - General Fund<br/>#0566</b>         |            |      |  | <b>-\$ 179,039.91</b> |
| <b>1010-4 Municipal Court Acct<br/>#1903</b>           |            |      |  |                       |
|  | 05/21/2025 | 3136 | Graves, Humphries, Stahl, Limited        | -2,321.79             |
| <b>Total for 1010-4 Municipal<br/>Court Acct #1903</b> |            |      |  | <b>-\$ 2,321.79</b>   |
| <b>1010-9 Park Construction</b>                        |            |      |  |                       |
|  | 05/01/2025 | 8106 | Caleb Adams                              | -6,350.00             |
|  | 05/01/2025 | 8107 | Specialized Landscape Services Inc       | -17,625.00            |
|  | 05/06/2025 | 8108 | Specialized Landscape Services Inc       | -20,533.00            |
|  | 05/06/2025 | 8109 | East Texas Code Consultants              | -747.00               |
|  | 05/14/2025 | 8110 | Robert Gonzalez                          | -1,986.00             |
|  | 05/22/2025 | 8111 | Malakoff Nursery & Garden Center         | -65.92                |
|  | 05/22/2025 | 8112 | Raymond's Concrete and Land Services LLC | -300.00               |
|  | 05/29/2025 | 8113 | Gutierrez Lawn Care LLC                  | -4,000.00             |
| <b>Total for 1010-9 Park<br/>Construction</b>          |            |      |  | <b>-\$ 51,606.92</b>  |
| <b>Eight at Tool Checking</b>                          |            |      |  |                       |
|  | 05/14/2025 | 1016 | BRICK MARKERS USA INC                    | -123.29               |
|  | 05/22/2025 | 1017 | BRICK MARKERS USA INC                    | -101.42               |
|  | 05/22/2025 | 1018 | Kirby Built Products LLC                 | -546.76               |
| <b>Total for Eight at Tool<br/>Checking</b>            |            |      |  | <b>-\$ 771.47</b>     |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures by Month**  
October 2024 - May 2025

|   | Oct 2024            | Nov 2024             | Dec 2024             | Jan 2025             | Feb 2025             | Mar 2025            | Apr 2025            | May 2025            | Total                  |
|---|---------------------|----------------------|----------------------|----------------------|----------------------|---------------------|---------------------|---------------------|------------------------|
| <b>Income</b>                                 |                     |                      |                      |                      |                      |                     |                     |                     |                        |
| <b>4000 Revenues</b>                          |                     |                      |                      |                      |                      |                     |                     |                     | 0.00                   |
| 4010 Animal Registrations/ Fees               | 20.00               | 30.00                | 30.00                | 40.00                | 30.00                | 30.00               |                     |                     | 180.00                 |
| 4011 Alarm Permit                             | 120.00              | 50.00                |                      | 50.00                |                      |                     |                     |                     | 220.00                 |
| 4012 Garage Sale Permits                      | 45.00               | 10.00                | 5.00                 | 10.00                | 5.00                 | 10.00               | 20.00               |                     | 105.00                 |
| 4013 Animal Surrender Fees                    | 425.00              |                      |                      |                      | 150.00               |                     |                     |                     | 575.00                 |
| 4020 Building Permits                         | 15,262.80           | 9,279.79             | 4,449.75             | 14,475.42            | -1,062.79            | 10,975.00           | 9,680.65            | 9,351.05            | 72,411.67              |
| 4025 Short Term Rental Annual Permit          | 200.00              |                      | 600.00               | 400.00               |                      | 200.00              | 600.00              | 600.00              | 2,600.00               |
| 4030 Civic Center Rental                      | 3,850.00            | 50.00                | 150.00               |                      |                      | 1,400.00            |                     | 100.00              | 5,550.00               |
| 4040 Cable TV/Telephone Franchise Fees        | 5,750.50            | 1,582.10             |                      | 5,556.17             | 1,508.92             |                     | 5,322.48            | 1,435.30            | 21,155.47              |
| 4050 Contributions/Donations                  |                     |                      |                      |                      |                      |                     |                     |                     | 0.00                   |
| 4050-1b Event Donations/Contributions/Fees    |                     |                      |                      |                      |                      |                     |                     | 400.00              | 400.00                 |
| 4050-2 contributions - Police dept.           |                     |                      |                      |                      | 1,131.87             |                     |                     |                     | 1,131.87               |
| <b>Total 4050 Contributions/Donations</b>     | <b>\$ 0.00</b>      | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 1,131.87</b>   | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 400.00</b>    | <b>\$ 1,531.87</b>     |
| <b>4064 Fines &amp; Forfeitures</b>           | <b>21,020.53</b>    | <b>17,171.68</b>     | <b>18,862.24</b>     | <b>18,073.72</b>     | <b>24,900.30</b>     | <b>25,209.85</b>    | <b>19,394.34</b>    | <b>27,373.04</b>    | <b>172,005.70</b>      |
| 4064a - Municipal 3rd Party Payout            | 16,275.27           | 10,197.30            | 15,657.63            | 13,101.37            | 19,118.67            | 18,125.19           | 15,878.25           | 14,189.35           | 122,543.03             |
| 4064b - Municipal Jury Fund (MJF)             | 17.76               | 10.43                | 14.52                | 12.80                | 17.84                | 17.52               | 15.09               | 13.51               | 119.47                 |
| 4064c - Municipal Truancy & Prev (MTPF)       | 885.81              | 524.94               | 725.50               | 640.28               | 887.97               | 847.33              | 771.94              | 2.20                | 5,285.97               |
| 4064d - Municipal Court Security Fund (MSF)   | 868.14              | 514.45               | 711.05               | 627.47               | 870.41               | 830.52              | 737.00              | 656.44              | 5,815.48               |
| 4064e - Municipal Court Technology Fund (MTF) | 708.67              | 419.98               | 580.42               | 512.22               | 710.55               | 677.97              | 601.66              | 535.82              | 4,747.29               |
| <b>Total 4064 Fines &amp; Forfeitures</b>     | <b>\$ 39,776.18</b> | <b>\$ 28,838.78</b>  | <b>\$ 36,551.36</b>  | <b>\$ 32,967.86</b>  | <b>\$ 46,505.74</b>  | <b>\$ 45,708.38</b> | <b>\$ 37,398.28</b> | <b>\$ 42,770.36</b> | <b>\$ 310,516.94</b>   |
| 4068 Service Fee Retained by City             | 167.85              | 60.95                | 10.45                | 113.00               | 47.02                | 200.17              | 57.00               | 170.09              | 826.53                 |
| 4070 HCAD Ad Valorem                          | 3,540.36            | 76,628.06            | 570,276.05           | 408,502.32           | 252,823.29           | 36,760.13           | 26,518.31           | 10,533.86           | 1,385,582.38           |
| 4071 HCAD Interest & Sinking                  | 1,171.25            | 29,111.37            | 186,113.93           | 133,200.48           | 82,609.86            | 11,647.36           | 7,676.66            | 3,742.49            | 455,273.40             |
| <b>Total 4070 HCAD Ad Valorem</b>             | <b>\$ 4,711.61</b>  | <b>\$ 105,739.43</b> | <b>\$ 756,389.98</b> | <b>\$ 541,702.80</b> | <b>\$ 335,433.15</b> | <b>\$ 48,407.49</b> | <b>\$ 34,194.97</b> | <b>\$ 14,276.35</b> | <b>\$ 1,840,855.78</b> |
| 4090 Trinity Valley Electric                  |                     |                      |                      |                      | 73,274.91            |                     |                     |                     | 73,274.91              |
| 4100 Miscellaneous Revenue                    | -32.60              | 32.60                |                      |                      |                      | 23.52               | 4,159.18            | 10.78               | 4,193.48               |
| 4110 Hotel Occupancy Tax                      | 11,492.64           | 140.53               | 1,934.38             | 6,668.60             | 3,877.22             |                     | 5,632.51            | 2,121.83            | 31,867.71              |
| 4120 State Sales Tax-Rev. Sharing             | 16,227.51           | 18,605.19            | 14,301.33            | 15,226.63            | 20,239.19            | 13,225.93           | 14,841.61           | 19,063.42           | 131,730.81             |
| 4121 State Mixed Beverage Sale Tax R          | 267.12              | 523.84               | 370.29               | 518.48               | 470.64               | 419.86              | 461.13              | 709.46              | 3,740.82               |
| 4122 Sales & Use Tax - Street Maint           | 16,227.51           | 18,605.19            | 14,301.33            | 15,226.62            | 20,239.19            | 13,225.93           | 14,841.60           | 19,063.42           | 131,730.79             |
| 4140 TU/Oncor Electric                        |                     |                      | 17,294.74            |                      |                      |                     | 290.45              |                     | 17,585.19              |
| 4150 Waste Services                           | 10,684.88           |                      |                      | 10,518.97            |                      |                     | 9,512.70            |                     | 30,716.55              |



**CITY OF TOOL**  
**Statement of Revenues & Expenditures by Month**  
October 2024 - May 2025

|   | Oct 2024             | Nov 2024             | Dec 2024             | Jan 2025             | Feb 2025             | Mar 2025             | Apr 2025             | May 2025             | Total                  |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| 4301 L.E.O.S.E                                |                      |                      |                      |                      |                      | 1,380.08             |                      |                      | 1,380.08               |
| <b>Total 4000 Revenues</b>                    | <b>\$ 125,196.00</b> | <b>\$ 183,548.40</b> | <b>\$ 846,388.61</b> | <b>\$ 643,474.55</b> | <b>\$ 501,850.06</b> | <b>\$ 135,206.36</b> | <b>\$ 137,012.56</b> | <b>\$ 110,072.06</b> | <b>\$ 2,682,748.60</b> |
| 4101 Interfund Transfers                      |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 4101-a From Emergency Fund                    |                      |                      |                      |                      |                      |                      | 63,108.80            | 59,219.50            | 122,328.30             |
| 4101-b From Capital Improvement Fund          |                      |                      |                      |                      |                      |                      |                      | 68,400.00            | 68,400.00              |
| <b>Total 4101 Interfund Transfers</b>         | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 63,108.80</b>  | <b>\$ 127,619.50</b> | <b>\$ 190,728.30</b>   |
| 4700 Property Abatement Reimbursements        | 1,200.00             | 0.00                 |                      | 0.00                 |                      | 3,084.00             |                      |                      | 4,284.00               |
| Park Event Revenue                            |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 4600 Farmers Market Space Reservation Revenue |                      |                      |                      |                      |                      |                      |                      | 800.00               | 800.00                 |
| 4601 Food Truck Rental Fees                   |                      |                      |                      |                      |                      |                      | 600.00               | 400.00               | 1,000.00               |
| <b>Total Park Event Revenue</b>               | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 0.00</b>       | <b>\$ 600.00</b>     | <b>\$ 1,200.00</b>   | <b>\$ 1,800.00</b>     |
| Services                                      |                      |                      |                      | 0.00                 |                      |                      | 0.00                 | 0.00                 | 0.00                   |
| <b>Total Income</b>                           | <b>\$ 126,396.00</b> | <b>\$ 183,548.40</b> | <b>\$ 846,388.61</b> | <b>\$ 643,474.55</b> | <b>\$ 501,850.06</b> | <b>\$ 138,290.36</b> | <b>\$ 200,721.36</b> | <b>\$ 238,891.56</b> | <b>\$ 2,879,560.90</b> |
| <b>Gross Profit</b>                           | <b>\$ 126,396.00</b> | <b>\$ 183,548.40</b> | <b>\$ 846,388.61</b> | <b>\$ 643,474.55</b> | <b>\$ 501,850.06</b> | <b>\$ 138,290.36</b> | <b>\$ 200,721.36</b> | <b>\$ 238,891.56</b> | <b>\$ 2,879,560.90</b> |
| <b>Expenses</b>                               |                      |                      |                      |                      |                      |                      |                      |                      |                        |
| 5000 Expenditures                             |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5010 Accounting Services                      |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5010-1 Accounting Services-Admin              | 418.94               | 418.94               | 425.33               | 604.54               | 968.15               | 85.60                | 411.00               | 405.00               | 3,737.50               |
| <b>Total 5010 Accounting Services</b>         | <b>\$ 418.94</b>     | <b>\$ 418.94</b>     | <b>\$ 425.33</b>     | <b>\$ 604.54</b>     | <b>\$ 968.15</b>     | <b>\$ 85.60</b>      | <b>\$ 411.00</b>     | <b>\$ 405.00</b>     | <b>\$ 3,737.50</b>     |
| 5020 Advertising Expense                      |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5020-1 Advertising-Admin                      | 389.05               | 1,463.82             | 276.60               |                      | 215.00               | 300.00               |                      | 1,025.88             | 3,670.35               |
| <b>Total 5020 Advertising Expense</b>         | <b>\$ 389.05</b>     | <b>\$ 1,463.82</b>   | <b>\$ 276.60</b>     | <b>\$ 0.00</b>       | <b>\$ 215.00</b>     | <b>\$ 300.00</b>     | <b>\$ 0.00</b>       | <b>\$ 1,025.88</b>   | <b>\$ 3,670.35</b>     |
| 5030 Animal Care                              |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5030-9 Animal Control                         | 1,625.00             | 1,875.00             | 2,961.00             | 1,625.00             | 1,625.00             | 1,625.00             | 1,575.00             | 1,625.00             | 14,536.00              |
| <b>Total 5030 Animal Care</b>                 | <b>\$ 1,625.00</b>   | <b>\$ 1,875.00</b>   | <b>\$ 2,961.00</b>   | <b>\$ 1,625.00</b>   | <b>\$ 1,625.00</b>   | <b>\$ 1,625.00</b>   | <b>\$ 1,575.00</b>   | <b>\$ 1,625.00</b>   | <b>\$ 14,536.00</b>    |
| 5045 Auto Allowance                           |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5045-1 Executive Auto Allowance-Admin         | 369.24               | 369.24               | 369.24               | 553.86               | 369.24               | 369.24               | 369.24               | 369.24               | 3,138.54               |
| <b>Total 5045 Auto Allowance</b>              | <b>\$ 369.24</b>     | <b>\$ 369.24</b>     | <b>\$ 369.24</b>     | <b>\$ 553.86</b>     | <b>\$ 369.24</b>     | <b>\$ 369.24</b>     | <b>\$ 369.24</b>     | <b>\$ 369.24</b>     | <b>\$ 3,138.54</b>     |
| 5050 Auto Fuel                                |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5050-2 Auto Fuel-Police                       | 2,613.85             | 2,023.66             | 2,280.09             | 2,493.88             | 2,435.48             | 2,033.06             | 2,600.32             | 2,082.40             | 18,562.74              |
| 5050-3 Auto Fuel-Maint                        | 438.39               | 633.16               | 189.30               | 232.42               | 280.28               | 530.67               | 292.15               | 501.42               | 3,097.79               |
| 5050-8 Auto Fuel-Building/Code                | 160.85               | 218.18               | 172.89               | 122.64               | 215.24               | 155.39               | 113.69               | 138.11               | 1,296.99               |
| <b>Total 5050 Auto Fuel</b>                   | <b>\$ 3,213.09</b>   | <b>\$ 2,875.00</b>   | <b>\$ 2,642.28</b>   | <b>\$ 2,848.94</b>   | <b>\$ 2,931.00</b>   | <b>\$ 2,719.12</b>   | <b>\$ 3,006.16</b>   | <b>\$ 2,721.93</b>   | <b>\$ 22,957.52</b>    |

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**Statement of Revenues & Expenditures by Month**  
October 2024 - May 2025

|  | Oct 2024            | Nov 2024            | Dec 2024            | Jan 2025            | Feb 2025            | Mar 2025            | Apr 2025            | May 2025             | Total                |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|
| <b>5060 Audit Fees</b>   |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5060-1 Audit Fees -Admin</b>                                  | 0.00                | 8,140.08            | 4,408.25            | 7,271.00            | 2,990.90            | 5,861.19            | 6,586.50            | 13,593.81            | 48,851.73            |
| <b>Total 5060 Audit Fees</b>                                     | <b>\$ 0.00</b>      | <b>\$ 8,140.08</b>  | <b>\$ 4,408.25</b>  | <b>\$ 7,271.00</b>  | <b>\$ 2,990.90</b>  | <b>\$ 5,861.19</b>  | <b>\$ 6,586.50</b>  | <b>\$ 13,593.81</b>  | <b>\$ 48,851.73</b>  |
| <b>5070 Bank Charges</b>   |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5070-1 Bank Charges-Admin</b>                                 | 484.74              | 481.01              | 451.32              | 504.23              | 429.32              | 545.50              | 610.55              | 525.55               | 4,032.22             |
| <b>Total 5070 Bank Charges</b>                                   | <b>\$ 484.74</b>    | <b>\$ 481.01</b>    | <b>\$ 451.32</b>    | <b>\$ 504.23</b>    | <b>\$ 429.32</b>    | <b>\$ 545.50</b>    | <b>\$ 610.55</b>    | <b>\$ 525.55</b>     | <b>\$ 4,032.22</b>   |
| <b>5082 Capital Expenditures</b>                                 |                     |                     |                     |                     |                     | 6,065.12            |                     |                      | 6,065.12             |
| <b>5082a Emergency Sirens</b>                                    |                     |                     |                     |                     |                     |                     | 63,108.80           | 59,219.50            | 122,328.30           |
| <b>5082b Maintenance Barn</b>                                    |                     |                     |                     |                     |                     |                     |                     | 68,400.00            | 68,400.00            |
| <b>Total 5082 Capital Expenditures</b>                           | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 6,065.12</b>  | <b>\$ 63,108.80</b> | <b>\$ 127,619.50</b> | <b>\$ 196,793.42</b> |
| <b>5096 Property Abatements</b>                                  |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5096-8 Unsafe Building Fund-Building</b>                      | 1,515.59            | 5,086.84            | 259.59              | 17,793.08           |                     | 31.00               |                     |                      | 24,686.10            |
| <b>Total 5096 Property Abatements</b>                            | <b>\$ 1,515.59</b>  | <b>\$ 5,086.84</b>  | <b>\$ 259.59</b>    | <b>\$ 17,793.08</b> | <b>\$ 0.00</b>      | <b>\$ 31.00</b>     | <b>\$ 0.00</b>      | <b>\$ 0.00</b>       | <b>\$ 24,686.10</b>  |
| <b>5097 Computers,Software &amp; Supplies</b>                    |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5097-1 Computers,Software &amp; Supplies-Admin</b>            |                     | 70.20               |                     | 16.60               |                     | 1,048.92            |                     | 87.00                | 1,222.72             |
| <b>5097-2 Computers,Software &amp; Supplies-Police</b>           |                     |                     | 25.98               | 34.99               |                     |                     |                     |                      | 60.97                |
| <b>5097-8 Computers,Software &amp; Supplies-Building/Code</b>    |                     |                     |                     |                     |                     | 539.97              |                     |                      | 539.97               |
| <b>Total 5097 Computers,Software &amp; Supplies</b>              | <b>\$ 0.00</b>      | <b>\$ 70.20</b>     | <b>\$ 25.98</b>     | <b>\$ 51.59</b>     | <b>\$ 0.00</b>      | <b>\$ 1,588.89</b>  | <b>\$ 0.00</b>      | <b>\$ 87.00</b>      | <b>\$ 1,823.66</b>   |
| <b>5101-0 Contract Services IT-Multi Dept</b>                    | 2,670.71            | 9,717.03            | 2,670.71            | 2,690.71            | 2,820.71            | 2,690.71            | 2,690.71            | 2,690.71             | 28,642.00            |
| <b>5102-0 Contract Services Acct-Multi Dept</b>                  | 953.75              | 761.25              | 903.75              | 612.50              | 437.50              | 275.00              |                     | 312.50               | 4,256.25             |
| <b>5103 Permit and InspectBuilding/Code</b>                      | 5,902.48            | 8,863.53            | 1,313.34            | 8,082.78            | 1,326.67            | 1,037.39            | 4,758.22            | 4,821.16             | 36,105.57            |
| <b>5104-2 Contract Services PD-Police</b>                        | 3,397.91            |                     |                     | 18,300.00           |                     |                     |                     |                      | 21,697.91            |
| <b>5104-8 Contract Services-(GIS, Engineering, &amp; Survey)</b> | 1,800.00            |                     |                     | 2,000.00            |                     |                     | 1,200.00            |                      | 5,000.00             |
| <b>5120-4 Court Costs &amp; Arrest Fees - Judicial</b>           |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5120-4a Court Costs (Omnibase)</b>                            | 53.23               | 54.18               | 132.22              | 139.16              | 174.79              | 170.55              | 122.59              | 112.32               | 959.04               |
| <b>5120-4b Court Costs-(Inmate Housing Fees)</b>                 | 120.00              | 440.00              | 510.00              | 390.00              | 90.00               | 30.00               | 420.00              | 270.00               | 2,270.00             |
| <b>5120-4c Court Costs (GHS Collections)</b>                     | 957.86              | 678.84              | 1,993.19            | 1,612.73            | 3,428.63            | 2,993.82            | 2,321.79            | 1,864.44             | 15,851.30            |
| <b>5120-4d Court Costs (Bailliff Pay)</b>                        |                     |                     |                     |                     |                     |                     | 75.00               |                      | 75.00                |
| <b>5120-4e Court Costs (Due to Comptroller)</b>                  | 15,348.42           | 9,464.28            | 13,532.21           | 11,002.63           | 15,515.24           | 14,960.82           | 13,433.87           | 12,212.59            | 105,470.06           |
| <b>Total 5120-4 Court Costs &amp; Arrest Fees - Judicial</b>     | <b>\$ 16,479.51</b> | <b>\$ 10,637.30</b> | <b>\$ 16,167.62</b> | <b>\$ 13,144.52</b> | <b>\$ 19,208.66</b> | <b>\$ 18,155.19</b> | <b>\$ 16,373.25</b> | <b>\$ 14,459.35</b>  | <b>\$ 124,625.40</b> |
| <b>5121 Debt Service</b>   |                     |                     |                     |                     |                     |                     |                     |                      | 0.00                 |
| <b>5121-2 Admin CO Bond</b>                                      |                     |                     |                     |                     |                     |                     |                     | 400.00               | 400.00               |
| <b>Total 5121 Debt Service</b>                                   | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 0.00</b>      | <b>\$ 400.00</b>     | <b>\$ 400.00</b>     |

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**Statement of Revenues & Expenditures by Month**  
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|  | Oct 2024           | Nov 2024           | Dec 2024           | Jan 2025           | Feb 2025           | Mar 2025            | Apr 2025           | May 2025           | Total               |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|--------------------|--------------------|---------------------|
| 5121-0a GO Bond (Series 2020 JP Morgan) Principal  |                    |                    |                    |                    | 280,000.00         |                     |                    |                    | 280,000.00          |
| 5121-0b GO Bond (Series 2020 JPMorgan) Interest    |                    |                    |                    |                    | 5,567.50           |                     |                    |                    | 5,567.50            |
| 5121-0c CO Bond (Series 2020 Combo) Principal      |                    |                    |                    |                    | 105,000.00         |                     |                    |                    | 105,000.00          |
| 5121-0d CO Bond (Series 2020 Combo) Interest       |                    |                    |                    |                    | 32,865.00          |                     |                    |                    | 32,865.00           |
| 5140 Dues & Subscriptions                          |                    |                    |                    |                    |                    |                     |                    |                    | 0.00                |
| 5140-1 Dues & Subscriptions-Admin.                 | 240.00             | 2,672.80           | 225.00             |                    | 599.60             |                     | 194.90             | 944.00             | 4,876.30            |
| 5140-2 Dues & Subscriptions-Police                 | 249.00             |                    |                    |                    |                    |                     |                    |                    | 249.00              |
| Judicial/Court (MTF FUND)                          |                    |                    |                    | 55.00              |                    |                     |                    |                    | 55.00               |
| 5140-8 Dues & Subscriptions-Build/Code             |                    |                    |                    |                    | 25.00              | 15,516.00           |                    |                    | 15,541.00           |
| <b>Total 5140 Dues &amp; Subscriptions</b>         | <b>\$ 489.00</b>   | <b>\$ 2,672.80</b> | <b>\$ 225.00</b>   | <b>\$ 55.00</b>    | <b>\$ 624.60</b>   | <b>\$ 15,516.00</b> | <b>\$ 194.90</b>   | <b>\$ 944.00</b>   | <b>\$ 20,721.30</b> |
| 5150 Election Expense                              |                    | 3,325.01           |                    |                    |                    |                     |                    |                    | 3,325.01            |
| 5160 Employee Benefits - Retirement                |                    |                    |                    |                    |                    |                     |                    |                    | 0.00                |
| 5160-1 Employee Benefits/Retirement-Admin          | 724.10             | 763.76             | 725.36             | 1,089.79           | 754.50             | 790.50              | 789.55             | 797.33             | 6,434.89            |
| 5160-2 Employee Benefits/Retirement-Police         | 1,326.33           | 1,506.37           | 1,505.12           | 2,290.94           | 1,507.21           | 1,911.34            | 1,592.79           | 1,547.32           | 13,187.42           |
| 5160-3 Employee Benefits/Retirement-Maint          | 503.34             | 534.79             | 412.87             | 618.24             | 427.86             | 445.02              | 416.88             | 460.84             | 3,819.84            |
| 5160-4 Employee Benefits/Retirement-Judicial/Court | 126.12             | 137.61             | 126.12             | 189.18             | 131.38             | 136.64              | 136.64             | 136.64             | 1,120.33            |
| 5160-6 Employee Benefits/Retirement-Park           |                    |                    |                    |                    |                    | 75.06               | 115.46             | 112.76             | 303.28              |
| 5160-8 Employee Benefits/Retirement-Build/Code     | 297.32             | 320.30             | 297.32             | 445.98             | 309.74             | 322.16              | 254.50             | 171.38             | 2,418.70            |
| <b>Total 5160 Employee Benefits - Retirement</b>   | <b>\$ 2,977.21</b> | <b>\$ 3,262.83</b> | <b>\$ 3,066.79</b> | <b>\$ 4,634.13</b> | <b>\$ 3,130.69</b> | <b>\$ 3,680.72</b>  | <b>\$ 3,305.82</b> | <b>\$ 3,226.27</b> | <b>\$ 27,284.46</b> |
| 5170 Equipment Purchases                           |                    |                    |                    |                    |                    |                     |                    |                    | 0.00                |
| 5170-0 Equipment Purchases-Multi                   |                    |                    |                    |                    |                    | 1,197.47            |                    |                    | 1,197.47            |
| 5170-1 Equipment Purchases-Admin                   |                    |                    |                    |                    |                    | 602.52              | 720.00             | 191.30             | 1,513.82            |
| 5170-2 Equipment Purchases-Police                  |                    |                    | 5,724.76           |                    | 47.00              |                     |                    |                    | 5,771.76            |
| 5170-3 Equipment Purchases-Maint.                  |                    |                    | 44.98              | 29.98              |                    | 12,260.25           | 3,075.00           | 44.96              | 15,455.17           |
| 5170-6 Equipment Purchases-Park                    | 1,418.72           |                    | 897.85             | 286.81             |                    | 14,597.66           | 2,683.02           | 1,182.89           | 21,066.95           |
| 5170-8 Equipment Purchases-Building/Code           | 333.80             | 37.98              |                    | 89.98              |                    | 671.11              |                    |                    | 1,132.87            |
| 5170-9 Equipment Purchases-Animal Control          |                    |                    | 4.75               |                    |                    |                     |                    |                    | 4.75                |
| <b>Total 5170 Equipment Purchases</b>              | <b>\$ 1,752.52</b> | <b>\$ 37.98</b>    | <b>\$ 6,672.34</b> | <b>\$ 406.77</b>   | <b>\$ 47.00</b>    | <b>\$ 29,329.01</b> | <b>\$ 6,478.02</b> | <b>\$ 1,419.15</b> | <b>\$ 46,142.79</b> |
| 5171 - HOT FUND Events - HOT FUND                  | 628.96             | 194.92             | 1,559.59           |                    | 284.87             | 19.02               |                    | 4,597.47           | 7,284.83            |
| 5171-6 Events - HOT FUND-Park                      |                    |                    |                    | 90.00              | 9.99               | 1,167.81            | 705.12             | 1,224.91           | 3,197.83            |
| 5175-3 Equipment Rentals-Maint                     |                    |                    |                    |                    |                    | 326.48              |                    |                    | 326.48              |
| 5190 Filing/Notary Fees                            |                    |                    |                    |                    |                    |                     |                    |                    | 0.00                |
| 5190-1 Filing/Notary Fees-Admin                    |                    |                    |                    |                    | 108.90             |                     |                    |                    | 108.90              |

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|   | Oct 2024    | Nov 2024    | Dec 2024    | Jan 2025    | Feb 2025    | Mar 2025    | Apr 2025    | May 2025    | Total        |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| Total 5190 Filing/Notary Fees                     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 108.90   | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 108.90    |
| 5200-0 HCAD Collections-Multi Dept                |             |             | 11,447.50   | 1,537.66    | 14.36       | 11,447.50   | 768.83      |             | 25,215.85    |
| 5215 Test/License Expense                         |             |             |             |             |             |             |             | 800.00      | 800.00       |
| 5220 Insurance Property & Liability               |             |             |             |             |             |             |             |             | 0.00         |
| 5220-0 Insurance Property & Liability-Multi Dept. | 580.25      |             |             | 580.25      | 17.75       |             | 580.25      | 348.00      | 2,106.50     |
| 5220-1 Insurance-Prop.&Liab-Admin                 | 1,305.00    |             |             | 1,305.00    | 1,607.75    |             | 1,305.00    |             | 5,522.75     |
| 5220-2 Insurance-Prop.&Liab-Police                | 1,810.75    |             |             | 1,810.75    |             |             | 1,810.75    |             | 5,432.25     |
| 5220-3 Insurance-Prop.&Liab-Maint                 | 1,264.00    |             |             | 1,264.00    | 17.50       |             | 1,264.00    |             | 3,809.50     |
| Total 5220 Insurance Property & Liability         | \$ 4,960.00 | \$ 0.00     | \$ 0.00     | \$ 4,960.00 | \$ 1,643.00 | \$ 0.00     | \$ 4,960.00 | \$ 348.00   | \$ 16,871.00 |
| 5225 Insurance/Auto                               |             |             |             |             |             |             |             |             | 0.00         |
| 5225-2 Insurance/Auto-Police                      | 3,159.50    |             |             | 2,539.25    |             |             | 2,539.25    |             | 8,238.00     |
| 5225-3 Insurance/Auto- Maintenance                | 512.25      |             |             | 417.00      |             |             | 417.00      |             | 1,346.25     |
| 5225-8 Insurance/Auto-Build & Code                | 267.25      |             |             | 218.75      |             |             | 218.75      |             | 704.75       |
| Total 5225 Insurance/Auto                         | \$ 3,939.00 | \$ 0.00     | \$ 0.00     | \$ 3,175.00 | \$ 0.00     | \$ 0.00     | \$ 3,175.00 | \$ 0.00     | \$ 10,289.00 |
| Vision and Life))                                 |             |             |             |             |             |             |             |             | 0.00         |
| 5230-1 Admin                                      |             |             |             |             |             |             |             |             | 0.00         |
| 5230-1a Employee Medical Insurance-Admin          | 2,596.92    | 2,622.02    | 2,622.02    | 2,548.25    | 2,647.12    | 2,596.92    | 2,622.02    | 2,622.02    | 20,877.29    |
| 5230-1b Employee Dental & Vision Insurance-Admin  | 269.09      | 211.37      | 211.37      | 211.37      | 211.37      | 211.37      | 211.37      | 211.37      | 1,748.68     |
| 5230-1c Employee Life Insurance-Admin             | 42.60       | 28.40       | 28.40       | 25.60       | 28.40       | 28.40       | 28.40       | 28.40       | 238.60       |
| Total 5230-1 Admin                                | \$ 2,908.61 | \$ 2,861.79 | \$ 2,861.79 | \$ 2,785.22 | \$ 2,886.89 | \$ 2,836.69 | \$ 2,861.79 | \$ 2,861.79 | \$ 22,864.57 |
| 5230-2 Police                                     |             |             |             |             |             |             |             |             | 0.00         |
| 5230-2a Employee Medical Insurance-Police         | 5,202.81    | 5,038.68    | 5,038.68    | 5,458.83    | 5,165.44    | 5,503.17    | 5,629.93    | 5,629.93    | 42,667.47    |
| 5230-2b Employee Dental & Vision Insurance-Police | 415.90      | 305.33      | 305.33      | 305.73      | 305.62      | 356.23      | 313.43      | 356.23      | 2,663.80     |
| 5230-2c Employee Life Insurance-Police            | 64.22       | 64.22       | 64.22       | 62.72       | 71.32       | 71.32       | 71.32       | 71.32       | 540.66       |
| Total 5230-2 Police                               | \$ 5,682.93 | \$ 5,408.23 | \$ 5,408.23 | \$ 5,827.28 | \$ 5,542.38 | \$ 5,930.72 | \$ 6,014.68 | \$ 6,057.48 | \$ 45,871.93 |
| 5230-3 Maint                                      |             |             |             |             |             |             |             |             | 0.00         |
| 5230-3a Employee Medical Insurance-Maint.         | 2,167.59    | 1,989.72    | 1,989.72    | 1,922.08    | 2,014.82    | 1,964.62    | 1,989.72    | 1,989.72    | 16,027.99    |
| 5230-3b Employee Dental & Vision Insurance-Maint. | 152.67      | 152.67      | 152.67      | 152.67      | 152.67      | 152.67      | 152.67      | 152.67      | 1,221.36     |
| 5230-3c Employee Life Insurance-Maint.            | 49.72       | 49.72       | 49.72       | 41.12       | 49.72       | 49.72       | 49.72       | 49.72       | 389.16       |
| Total 5230-3 Maint                                | \$ 2,369.98 | \$ 2,192.11 | \$ 2,192.11 | \$ 2,115.87 | \$ 2,217.21 | \$ 2,167.01 | \$ 2,192.11 | \$ 2,192.11 | \$ 17,638.51 |
| 5230-4 Employee Insurance Benefits-Judicial       |             |             |             |             |             |             |             |             | 0.00         |
| 5230-4a Employee Medical Insurance-Judicial       | 899.97      | 899.97      | 899.97      | 401.49      | 899.97      | 899.97      | 899.97      | 899.97      | 6,701.28     |
| Judicial  | 50.89       | 50.89       | 50.89       | -4.13       | 50.89       | 50.89       | 50.89       | 50.89       | 352.10       |

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|   | Oct 2024           | Nov 2024           | Dec 2024           | Jan 2025           | Feb 2025           | Mar 2025           | Apr 2025           | May 2025           | Total               |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| 5230-4c Employee Life Insurance-Judicial                  | 4.32               | 4.32               | 4.32               | -3.81              | 4.32               | 4.32               | 4.32               | 4.32               | 26.43               |
| <b>Total 5230-4 Employee Insurance Benefits-Judicial</b>  | <b>\$ 955.18</b>   | <b>\$ 955.18</b>   | <b>\$ 955.18</b>   | <b>\$ 393.55</b>   | <b>\$ 955.18</b>   | <b>\$ 955.18</b>   | <b>\$ 955.18</b>   | <b>\$ 955.18</b>   | <b>\$ 7,079.81</b>  |
| 5230-6 Park   |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5230-6a Employee Medical Insurance-Park                   |                    |                    |                    |                    |                    |                    |                    | 632.31             | 632.31              |
| 5230-6b Employee Dental & Vision Insurance-Park           |                    |                    |                    |                    |                    |                    |                    | 50.89              | 50.89               |
| 5230-6c Employee Life Insurance-Park                      |                    |                    |                    |                    |                    |                    |                    | 19.46              | 19.46               |
| <b>Total 5230-6 Park</b>                                  | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 702.66</b>   | <b>\$ 702.66</b>    |
| 5230-8 Employee Insurance Benefits-Building/Code          |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5230-8a Employee Medical Insurance-Build/Code             | 632.31             | 661.57             | 661.57             | 661.57             | 690.83             | 632.31             | 661.57             | 661.57             | 5,263.30            |
| Build/Code  | 300.16             | 197.08             | 197.08             | 197.08             | 197.08             | 197.08             | 95.83              | 95.83              | 1,477.22            |
| 5230-8c Employee Life Insurance-Build/Code                | 113.01             | 113.01             | 113.01             | 113.01             | 113.01             | 113.01             | 7.10               | 7.10               | 692.26              |
| <b>Building/Code</b>                                      | <b>\$ 1,045.48</b> | <b>\$ 971.66</b>   | <b>\$ 971.66</b>   | <b>\$ 971.66</b>   | <b>\$ 1,000.92</b> | <b>\$ 942.40</b>   | <b>\$ 764.50</b>   | <b>\$ 764.50</b>   | <b>\$ 7,432.78</b>  |
| Dental, Vision and Life))                                 | \$ 12,962.18       | \$ 12,388.97       | \$ 12,388.97       | \$ 12,093.58       | \$ 12,602.58       | \$ 12,832.00       | \$ 12,788.26       | \$ 13,533.72       | \$ 101,590.26       |
| 5250 Workers Comp Insurance                               |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5250-1 Workers Comp Insurance-Admin.                      | 187.50             |                    |                    | 187.50             |                    | 113.50             | 187.50             |                    | 676.00              |
| 5250-2 Workers Comp Insurance-Police                      | 2,731.50           |                    |                    | 2,731.50           |                    | 1,654.50           | 2,731.50           |                    | 9,849.00            |
| 5250-3 Workers Comp Insurance-Maint.                      | 1,392.00           |                    |                    | 1,392.00           |                    | 843.00             | 1,392.00           |                    | 5,019.00            |
| 5250-8 Workers Comp Insurance-Building/Code               | 135.50             |                    |                    | 135.50             |                    | 82.00              | 135.50             |                    | 488.50              |
| <b>Total 5250 Workers Comp Insurance</b>                  | <b>\$ 4,446.50</b> | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 4,446.50</b> | <b>\$ 0.00</b>     | <b>\$ 2,693.00</b> | <b>\$ 4,446.50</b> | <b>\$ 0.00</b>     | <b>\$ 16,032.50</b> |
| 5264 Vehicle Loan Interest                                |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5264 - 2 Vehicle Loan Interest - Police                   |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)    | 577.04             | 547.65             | 555.83             | 545.14             | 534.41             | 523.64             | 512.81             | 485.29             | 4,281.81            |
| 5264-2b Vehicle Loan Principal-Police Tahoes (3)          | 2,420.23           | 2,449.62           | 2,441.44           | 2,452.13           | 2,462.86           | 2,473.63           | 2,484.46           | 2,511.98           | 19,696.35           |
| <b>Total 5264 - 2 Vehicle Loan Interest - Police</b>      | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 2,997.27</b> | <b>\$ 23,978.16</b> |
| 5264-8 Vehicle Loan Interest - Building/Code              |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5264-8a Vehicle Loan Interest-Building/Code               | 141.50             | 154.87             | 142.44             | 150.27             | 147.94             | 135.95             | 138.51             | 140.92             | 1,152.40            |
| 5264-8b Vehicle Loan Principal-Building/Code              | 514.96             | 501.59             | 514.02             | 506.19             | 508.52             | 520.51             | 517.95             | 515.54             | 4,099.28            |
| <b>Total 5264-8 Vehicle Loan Interest - Building/Code</b> | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 656.46</b>   | <b>\$ 5,251.68</b>  |
| <b>Total 5264 Vehicle Loan Interest</b>                   | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 3,653.73</b> | <b>\$ 29,229.84</b> |
| 5265 Janitorial/Cleaning                                  |                    |                    |                    |                    |                    |                    |                    |                    | 0.00                |
| 5265-0 Janitorial/Cleaning-Multi Dept                     | 270.00             | 342.50             | 593.48             | 342.50             | 485.00             | 462.50             | 510.00             | 427.50             | 3,433.48            |
| 5265-6 Janitorial/Cleaning-Park                           | 125.00             | 125.00             | 125.00             | 125.00             | 100.00             | 100.00             | 637.41             | 15.98              | 1,353.39            |
| <b>Total 5265 Janitorial/Cleaning</b>                     | <b>\$ 395.00</b>   | <b>\$ 467.50</b>   | <b>\$ 718.48</b>   | <b>\$ 467.50</b>   | <b>\$ 585.00</b>   | <b>\$ 562.50</b>   | <b>\$ 1,147.41</b> | <b>\$ 443.48</b>   | <b>\$ 4,786.87</b>  |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures by Month**  
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|   | Oct 2024    | Nov 2024    | Dec 2024    | Jan 2025    | Feb 2025    | Mar 2025    | Apr 2025    | May 2025    | Total        |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| 5270 - 4 MJF (FUND) Juror Fees - Judicial/Court | 100.00      |             |             |             |             |             |             |             | 100.00       |
| 5290 Lease Equipment Expense                    |             |             |             |             |             |             |             |             | 0.00         |
| 5290-1 Lease Equipment Expense-Admin            | 80.82       |             | 80.82       |             |             | 80.82       |             | 991.63      | 1,234.09     |
| Total 5290 Lease Equipment Expense              | \$ 80.82    | \$ 0.00     | \$ 80.82    | \$ 0.00     | \$ 0.00     | \$ 80.82    | \$ 0.00     | \$ 991.63   | \$ 1,234.09  |
| 5300 Legal Fees (Professional)                  |             |             |             |             |             |             |             |             | 0.00         |
| 5300-1 Legal Fees-Admin                         | 700.00      | 1,205.00    | 860.00      | 1,862.50    | 3,209.70    | 2,062.20    | 300.00      | 550.00      | 10,749.40    |
| 5300-10 Legal Fees-Council/Mayor                | 100.00      | 850.00      | 50.00       | 450.00      | 100.00      | 500.00      | 150.00      | 550.00      | 2,750.00     |
| 5300-4 Legal Fees-Judicial                      | 850.00      | 1,508.57    | 750.00      | 3,117.20    | 1,077.50    | 1,834.70    | 2,969.40    | 2,034.70    | 14,142.07    |
| Total 5300 Legal Fees (Professional)            | \$ 1,650.00 | \$ 3,563.57 | \$ 1,660.00 | \$ 5,429.70 | \$ 4,387.20 | \$ 4,396.90 | \$ 3,419.40 | \$ 3,134.70 | \$ 27,641.47 |
| 5302 Marketing                                  |             |             |             |             |             |             |             |             | 0.00         |
| 5302-1 Marketing-Admin                          |             |             |             | 65.21       |             |             |             |             | 65.21        |
| 5302-10 Marketing-Council/Mayor                 |             |             |             |             |             | 866.30      |             |             | 866.30       |
| Total 5302 Marketing                            | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 65.21    | \$ 0.00     | \$ 866.30   | \$ 0.00     | \$ 0.00     | \$ 931.51    |
| 5320 Maintenance Building                       |             |             |             |             |             |             |             |             | 0.00         |
| 5320-0 Maintenance Building-Multi Dept          | 106.91      | 125.00      | 4,185.23    |             | 125.00      |             | 318.59      | 1,399.06    | 6,259.79     |
| 5320-1 Maintenance Building-Admin               | 697.16      |             | 65.65       |             | 450.00      | 352.68      | 59.48       | 111.92      | 1,736.89     |
| Total 5320 Maintenance Building                 | \$ 804.07   | \$ 125.00   | \$ 4,250.88 | \$ 0.00     | \$ 575.00   | \$ 352.68   | \$ 378.07   | \$ 1,510.98 | \$ 7,996.68  |
| 5330 Maintenance-Equipment                      |             |             |             |             |             |             |             |             | 0.00         |
| 5330-2 Maintenance-Equipment-Police             |             |             |             |             |             |             | 204.00      | 270.00      | 474.00       |
| 5330-3 Maintenance-Equipment-Maint              | 8.77        | 6.31        |             |             |             | 25.06       | 190.30      | 206.04      | 436.48       |
| 5330-6 Maintenance-Equipment-Parks              |             |             |             |             |             |             | 108.18      |             | 108.18       |
| Total 5330 Maintenance-Equipment                | \$ 8.77     | \$ 6.31     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 25.06    | \$ 502.48   | \$ 476.04   | \$ 1,018.66  |
| 5335-0 Maintenance - CITY PARK                  |             |             |             |             |             |             | 546.76      | 9.98        | 556.74       |
| 5336-6 Park Grounds                             | 393.82      |             |             |             |             | 45.10       | 1,528.16    | 79.26       | 2,046.34     |
| 5340 Maintenance-Vehicle                        |             |             |             |             |             |             |             |             | 0.00         |
| 5340-2 Maintenance-Vehicle-Police               | 279.03      | 482.96      | 262.26      | 240.44      | 818.48      | 844.01      | 219.17      | 1,675.34    | 4,821.69     |
| 5340-3 Maintenance-Vehicle-Maint                | 40.00       |             |             | 219.34      | 1,239.96    |             | 9.50        | 19.00       | 1,527.80     |
| 5340-8 Maintenance-Vehicle-Building/Code        |             |             | 1,161.21    |             | 9.50        |             |             |             | 1,170.71     |
| Total 5340 Maintenance-Vehicle                  | \$ 319.03   | \$ 482.96   | \$ 1,423.47 | \$ 459.78   | \$ 2,067.94 | \$ 844.01   | \$ 228.67   | \$ 1,694.34 | \$ 7,520.20  |
| 5350 Maintenance-Road Materials                 |             |             |             |             |             |             |             |             | 0.00         |
| 5350-3 Maintenance-Road Materials-              |             |             |             | 500.00      |             |             |             |             | 500.00       |
| Total 5350 Maintenance-Road Materials           | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 500.00   | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 500.00    |
| 5355 Meals                                      |             |             |             |             |             |             |             |             | 0.00         |



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|  | Oct 2024           | Nov 2024           | Dec 2024           | Jan 2025           | Feb 2025           | Mar 2025            | Apr 2025         | May 2025         | Total              |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|------------------|------------------|--------------------|
| 5355-1 Meals-Admin   | 741.56             | 36.96              |                    |                    | 137.66             | 150.00              |                  | 285.76           | 1,351.94           |
| 5355-4 Meals-Judicial                                      |                    |                    |                    |                    |                    |                     | 11.37            |                  | 11.37              |
| <b>Total 5355 Meals</b>                                    | <b>\$ 741.56</b>   | <b>\$ 36.96</b>    | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 137.66</b>   | <b>\$ 150.00</b>    | <b>\$ 11.37</b>  | <b>\$ 285.76</b> | <b>\$ 1,363.31</b> |
| 5357-0 Employee Recognition/Events                         |                    |                    | 1,604.90           |                    |                    | 334.78              |                  |                  | 1,939.68           |
| 5365 Miscellaneous Expense                                 |                    |                    |                    | 2.52               |                    |                     |                  |                  | 2.52               |
| 5365-1 Admin   |                    | 0.00               |                    |                    |                    |                     |                  |                  | 0.00               |
| <b>Total 5365 Miscellaneous Expense</b>                    | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 2.52</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>      | <b>\$ 0.00</b>   | <b>\$ 0.00</b>   | <b>\$ 2.52</b>     |
| 5366 Neighborhood Infrastructure Reinvestment              |                    |                    |                    |                    |                    |                     |                  |                  | 0.00               |
| Building& Code   |                    | 3,000.00           | 400.00             |                    |                    |                     |                  | 105.49           | 3,505.49           |
| <b>Total 5366 Neighborhood Infrastructure Reinvestment</b> | <b>\$ 0.00</b>     | <b>\$ 3,000.00</b> | <b>\$ 400.00</b>   | <b>\$ 0.00</b>     | <b>\$ 0.00</b>     | <b>\$ 0.00</b>      | <b>\$ 0.00</b>   | <b>\$ 105.49</b> | <b>\$ 3,505.49</b> |
| 5370 Office Supplies Expense                               |                    |                    |                    |                    |                    |                     |                  |                  | 0.00               |
| 5370-1 Office Supplies-Admin                               | 827.64             | 731.26             | 1,004.83           | 858.91             | 1,977.76           | -3,491.42           | 427.79           | 163.13           | 2,499.90           |
| 5370-10 Office Supplies-Council/Mayor                      |                    | 24.33              | 46.14              |                    |                    |                     |                  | 45.12            | 115.59             |
| 5370-2 Office Supplies-Police                              | 67.38              |                    |                    | 27.63              | 31.28              | 20.42               | 23.80            | 203.00           | 373.51             |
| 5370-3 Office Supplies-Maint.                              | 64.37              | 62.89              | 3.02               | 33.25              |                    | 91.90               | 13.98            | 6.99             | 276.40             |
| 5370-4 Office Supplies-Judicial                            |                    |                    |                    | 61.98              | 425.00             |                     |                  |                  | 486.98             |
| 5370-6 Office Supplies-Park                                |                    |                    |                    |                    | 185.00             |                     |                  |                  | 185.00             |
| 5370-8 Office Supplies-Building/Code                       | 92.35              |                    | 32.90              | 24.61              | 15.00              |                     |                  | 142.25           | 307.11             |
| 5370-9 Office Supplies--Animal Control                     |                    |                    |                    |                    |                    |                     | 72.01            |                  | 72.01              |
| <b>Total 5370 Office Supplies Expense</b>                  | <b>\$ 1,051.74</b> | <b>\$ 818.48</b>   | <b>\$ 1,086.89</b> | <b>\$ 1,006.38</b> | <b>\$ 2,634.04</b> | <b>-\$ 3,379.10</b> | <b>\$ 537.58</b> | <b>\$ 560.49</b> | <b>\$ 4,316.50</b> |
| 5371-0 Building Supplies                                   |                    |                    |                    | 2.14               | 10.46              | 4,143.67            | 659.27           | 883.27           | 5,698.81           |
| 5380 Postage   |                    |                    |                    |                    |                    |                     |                  |                  | 0.00               |
| 5380-1 Postage-Admin.                                      |                    | 25.00              | 100.00             | 78.75              |                    | 103.00              |                  |                  | 306.75             |
| 5380-2 Postage-Police                                      |                    |                    | 15.00              |                    |                    |                     |                  |                  | 15.00              |
| 5380-4 Postage-Judicial                                    |                    |                    |                    | 50.00              |                    | 253.00              |                  |                  | 303.00             |
| 5380-8 Postage - Build/Code                                |                    |                    |                    |                    |                    | 150.00              | 300.00           | 100.00           | 550.00             |
| <b>Total 5380 Postage</b>                                  | <b>\$ 0.00</b>     | <b>\$ 25.00</b>    | <b>\$ 115.00</b>   | <b>\$ 128.75</b>   | <b>\$ 0.00</b>     | <b>\$ 506.00</b>    | <b>\$ 300.00</b> | <b>\$ 100.00</b> | <b>\$ 1,174.75</b> |
| 5390 Records Management                                    |                    |                    |                    |                    |                    |                     |                  |                  | 0.00               |
| 5390-1 Records Management-Admin                            | 140.00             | 170.00             | 170.00             | 170.00             | 170.00             | 170.00              | 170.00           | 170.00           | 1,330.00           |
| <b>Total 5390 Records Management</b>                       | <b>\$ 140.00</b>   | <b>\$ 170.00</b>   | <b>\$ 170.00</b>   | <b>\$ 170.00</b>   | <b>\$ 170.00</b>   | <b>\$ 170.00</b>    | <b>\$ 170.00</b> | <b>\$ 170.00</b> | <b>\$ 1,330.00</b> |
| 5400 Printing  |                    |                    |                    |                    |                    |                     |                  |                  | 0.00               |
| 5400-1 Printing- Admin.                                    | 256.57             | 259.34             | 281.05             | 256.57             | 264.36             | 256.57              | 282.60           | 273.80           | 2,130.86           |
| <b>Total 5400 Printing</b>                                 | <b>\$ 256.57</b>   | <b>\$ 259.34</b>   | <b>\$ 281.05</b>   | <b>\$ 256.57</b>   | <b>\$ 264.36</b>   | <b>\$ 256.57</b>    | <b>\$ 282.60</b> | <b>\$ 273.80</b> | <b>\$ 2,130.86</b> |

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|  | Oct 2024            | Nov 2024            | Dec 2024            | Jan 2025             | Feb 2025            | Mar 2025            | Apr 2025            | May 2025            | Total                |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>5430 Salaries</b>                             |                     |                     |                     |                      |                     |                     |                     |                     | 0.00                 |
| 5430-1 Salaries-Admin                            | 18,905.80           | 19,941.27           | 18,938.44           | 28,453.36            | 18,906.45           | 19,048.12           | 19,025.18           | 19,212.65           | 162,431.27           |
| 5430-10 Salaries-Council/Mayor                   | 100.00              | 100.00              | 100.00              | 100.00               | 100.00              | 100.00              | 100.00              | 100.00              | 800.00               |
| 5430-2 Salaries-Police                           | 34,629.63           | 39,330.65           | 39,298.25           | 59,814.79            | 37,730.39           | 46,056.50           | 38,380.19           | 37,284.90           | 332,525.30           |
| 5430-3 Salaries-Maint                            | 13,141.85           | 13,962.99           | 10,779.48           | 16,140.99            | 10,722.99           | 10,722.98           | 10,045.11           | 11,104.36           | 96,620.75            |
| 5430-4 Salaries-Other-Judicial                   | 3,292.72            | 3,592.72            | 3,292.72            | 4,939.08             | 3,292.72            | 3,292.72            | 3,292.72            | 3,292.72            | 28,288.12            |
| 5430-6 Salaries-Park                             |                     |                     |                     |                      |                     | 1,808.56            | 2,782.40            | 2,717.26            | 7,308.22             |
| 5430-8 Salaries-Building/Code-                   | 7,762.84            | 8,362.84            | 7,762.83            | 11,644.27            | 7,762.84            | 7,762.84            | 6,132.36            | 4,129.46            | 61,320.28            |
| <b>Total 5430 Salaries</b>                       | <b>\$ 77,832.84</b> | <b>\$ 85,290.47</b> | <b>\$ 80,171.72</b> | <b>\$ 121,092.49</b> | <b>\$ 78,515.39</b> | <b>\$ 88,791.72</b> | <b>\$ 79,757.96</b> | <b>\$ 77,841.35</b> | <b>\$ 689,293.94</b> |
| <b>5460 Telephone and Internet</b>               |                     |                     |                     |                      |                     |                     |                     |                     | 0.00                 |
| 5460-0 Tel/Internet-Multi Dept.                  | 1,143.28            | 1,001.77            | 989.31              | 886.11               | 886.37              | 1,227.91            | 1,468.92            | 890.70              | 8,494.37             |
| 5460-1 Tel/Internet-Admin.                       | 185.24              | 213.50              | 213.50              | 213.50               | 213.50              | 213.53              | 213.53              | 213.53              | 1,679.83             |
| 5460-2 Tel/Internet-Police                       | 364.74              | 366.41              | 409.92              | 458.52               | 458.52              | 466.92              | 450.18              | 450.18              | 3,425.39             |
| 5460-3 Tel/Internet-Maint.                       | 84.75               | 84.79               | 84.79               | 84.79                | 84.79               | 84.81               | 84.81               | 84.81               | 678.34               |
| 5460-8 Tel/Internet-Building/Code                | 109.74              | 109.78              | 109.78              | 109.78               | 109.78              | 109.80              | 109.80              | 109.80              | 878.26               |
| <b>Total 5460 Telephone and Internet</b>         | <b>\$ 1,887.75</b>  | <b>\$ 1,776.25</b>  | <b>\$ 1,807.30</b>  | <b>\$ 1,752.70</b>   | <b>\$ 1,752.96</b>  | <b>\$ 2,102.97</b>  | <b>\$ 2,327.24</b>  | <b>\$ 1,749.02</b>  | <b>\$ 15,156.19</b>  |
| <b>5470 Travel Expense</b>                       |                     |                     |                     |                      |                     |                     |                     | 333.71              | 333.71               |
| 5470-1 Travel-Admin                              | 47.16               |                     | 494.99              |                      |                     |                     |                     |                     | 542.15               |
| 5470-4a Travel-Judicial                          |                     |                     |                     |                      | 422.21              |                     | 136.00              |                     | 558.21               |
| 5470-4b Travel-Judicial (MTPF)                   |                     |                     |                     |                      | 49.82               | 230.30              |                     |                     | 280.12               |
| 5470-8 Travel-Building/Code                      |                     |                     |                     | 137.76               | 3.84                | 10.00               |                     |                     | 151.60               |
| <b>Total 5470 Travel Expense</b>                 | <b>\$ 47.16</b>     | <b>\$ 0.00</b>      | <b>\$ 494.99</b>    | <b>\$ 137.76</b>     | <b>\$ 475.87</b>    | <b>\$ 240.30</b>    | <b>\$ 136.00</b>    | <b>\$ 333.71</b>    | <b>\$ 1,865.79</b>   |
| <b>5480 Training/Education Expense</b>           |                     |                     |                     |                      |                     |                     |                     |                     | 0.00                 |
| 5480-1 Training/Education Expense-Admin.         | 1,179.88            |                     | 45.00               |                      | 45.00               | 360.00              |                     |                     | 1,629.88             |
| 5480-10 Training/Education Expense-Council/Mayor |                     |                     |                     |                      | 79.00               |                     |                     |                     | 79.00                |
| 5480-2 Training/Education Expense-Police         | 860.00              |                     |                     | 695.00               |                     |                     |                     | 197.00              | 1,752.00             |
| 5480-4 Training/Education Expense-Judicial       |                     |                     | 250.00              | 500.00               | 60.00               | 75.00               | 25.00               |                     | 910.00               |
| 5480-8 Training/Education Expense-Building/Code  |                     |                     | 149.00              | 100.00               | 250.00              | 650.00              |                     |                     | 1,149.00             |
| <b>Total 5480 Training/Education Expense</b>     | <b>\$ 2,039.88</b>  | <b>\$ 0.00</b>      | <b>\$ 444.00</b>    | <b>\$ 1,295.00</b>   | <b>\$ 434.00</b>    | <b>\$ 1,085.00</b>  | <b>\$ 25.00</b>     | <b>\$ 197.00</b>    | <b>\$ 5,519.88</b>   |
| <b>5490 Uniforms</b>                             |                     |                     |                     |                      |                     |                     |                     |                     | 0.00                 |
| 5490-2 Uniforms-Police                           | 1,447.76            | 78.00               | 158.00              | 17.60                |                     |                     |                     |                     | 1,701.36             |
| 5490-3 Uniforms-Maint                            | 190.32              | 253.92              | 253.92              | 317.40               | 548.92              | 184.56              | 226.03              | 185.12              | 2,160.19             |
| 5490-6 Uniforms-Park                             |                     |                     |                     |                      |                     | 31.68               | 21.62               | 33.16               | 86.46                |

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|   | Oct 2024             | Nov 2024             | Dec 2024             | Jan 2025             | Feb 2025             | Mar 2025             | Apr 2025             | May 2025             | Total                  |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| 5490-9 Uniforms-Animal Control                |                      |                      |                      |                      |                      | 77.16                | 96.45                | 77.16                | 250.77                 |
| <b>Total 5490 Uniforms</b>                    | <b>\$ 1,638.08</b>   | <b>\$ 331.92</b>     | <b>\$ 411.92</b>     | <b>\$ 335.00</b>     | <b>\$ 548.92</b>     | <b>\$ 293.40</b>     | <b>\$ 344.10</b>     | <b>\$ 295.44</b>     | <b>\$ 4,198.78</b>     |
| 5500 Utilities/Electricity                    |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5500-0 Utilities/Electricity-Multi Dept       | 1,070.37             | 935.76               | 756.88               | 667.91               | 1,019.67             | 1,129.08             | 1,265.80             | 931.21               | 7,776.68               |
| 5500-3 Utilities/Electricity-Multi Dept-Maint | 45.90                | 43.37                | 44.74                | 44.84                | 55.71                | 94.07                | 77.31                | 54.38                | 460.32                 |
| 5500-6 Utilities/Electricity-Park             | 21.44                | 99.07                | 25.44                | 119.65               | 138.00               | 176.00               | 164.00               | 136.00               | 879.60                 |
| <b>Total 5500 Utilities/Electricity</b>       | <b>\$ 1,137.71</b>   | <b>\$ 1,078.20</b>   | <b>\$ 827.06</b>     | <b>\$ 832.40</b>     | <b>\$ 1,213.38</b>   | <b>\$ 1,399.15</b>   | <b>\$ 1,507.11</b>   | <b>\$ 1,121.59</b>   | <b>\$ 9,116.60</b>     |
| 5510 Utilities/Water                          |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5510-0 Utilities/Water-Multi Dept             | 372.41               | 394.32               | 435.88               | 443.02               | 899.42               | 468.40               | 303.65               | 245.07               | 3,562.17               |
| 5510-3 Utilities/Water-Maint                  |                      |                      |                      |                      | 80.00                |                      |                      |                      | 80.00                  |
| 5510-6 Utilities/Water-Park                   |                      | 291.45               | 291.45               | 320.45               | 596.48               | 291.45               | 584.44               | 1,064.91             | 3,440.63               |
| <b>Total 5510 Utilities/Water</b>             | <b>\$ 372.41</b>     | <b>\$ 685.77</b>     | <b>\$ 727.33</b>     | <b>\$ 763.47</b>     | <b>\$ 1,575.90</b>   | <b>\$ 759.85</b>     | <b>\$ 888.09</b>     | <b>\$ 1,309.98</b>   | <b>\$ 7,082.80</b>     |
| 5540-0 Website-Multi Dept.                    |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 5540-1 Website-Multi Dept.-Admin              | 300.00               | 300.00               | 850.00               | 300.00               | 300.00               | 300.00               | 613.40               | 300.00               | 3,263.40               |
| <b>Total 5540-0 Website-Multi Dept.</b>       | <b>\$ 300.00</b>     | <b>\$ 300.00</b>     | <b>\$ 850.00</b>     | <b>\$ 300.00</b>     | <b>\$ 300.00</b>     | <b>\$ 300.00</b>     | <b>\$ 613.40</b>     | <b>\$ 300.00</b>     | <b>\$ 3,263.40</b>     |
| <b>Total 5000 Expenditures</b>                | <b>\$ 166,226.32</b> | <b>\$ 174,713.21</b> | <b>\$ 169,414.74</b> | <b>\$ 246,132.49</b> | <b>\$ 574,522.45</b> | <b>\$ 226,341.90</b> | <b>\$ 236,476.28</b> | <b>\$ 294,271.19</b> | <b>\$ 2,088,098.58</b> |
| 6000 Payroll Expenses                         |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| xxxxx6500 Payroll Taxes Total                 |                      |                      | 0.00                 | -730.03              | -256.11              | 986.14               | -0.01                | 0.01                 | 0.00                   |
| 6500-1 Payroll Taxes - Admin                  | 1,446.30             | 1,525.50             | 1,448.80             | 2,586.08             | 1,534.05             | 1,259.40             | 1,455.42             | 1,469.77             | 12,725.32              |
| 6500-2 Payroll Taxes- Police                  | 2,691.69             | 3,049.70             | 3,085.37             | 5,483.06             | 3,114.63             | 3,084.82             | 2,945.90             | 2,852.26             | 26,307.43              |
| 6500-3 Payroll Taxes- Maint                   | 1,005.34             | 1,068.17             | 824.64               | 1,444.62             | 924.04               | 695.74               | 768.44               | 849.50               | 7,580.49               |
| 6500-4 Payroll Taxes- Judicial                | 251.90               | 274.84               | 251.90               | 442.05               | 294.69               | 207.89               | 251.89               | 251.89               | 2,227.05               |
| 6500-6 Payroll Taxes-Park-6                   |                      |                      |                      |                      |                      | 151.01               | 232.34               | 226.89               | 610.24                 |
| 6500-8 Payroll Taxes- Building/Code           | 593.85               | 639.76               | 593.86               | 1,063.96             | 676.48               | 485.85               | 469.14               | 315.90               | 4,838.80               |
| <b>Total xxxxx6500 Payroll Taxes Total</b>    | <b>\$ 5,989.08</b>   | <b>\$ 6,557.97</b>   | <b>\$ 6,204.57</b>   | <b>\$ 10,289.74</b>  | <b>\$ 6,287.78</b>   | <b>\$ 6,870.85</b>   | <b>\$ 6,123.12</b>   | <b>\$ 5,966.22</b>   | <b>\$ 54,289.33</b>    |
| <b>Total 6000 Payroll Expenses</b>            | <b>\$ 5,989.08</b>   | <b>\$ 6,557.97</b>   | <b>\$ 6,204.57</b>   | <b>\$ 10,289.74</b>  | <b>\$ 6,287.78</b>   | <b>\$ 6,870.85</b>   | <b>\$ 6,123.12</b>   | <b>\$ 5,966.22</b>   | <b>\$ 54,289.33</b>    |
| <b>Total Expenses</b>                         | <b>\$ 172,215.40</b> | <b>\$ 181,271.18</b> | <b>\$ 175,619.31</b> | <b>\$ 256,422.23</b> | <b>\$ 580,810.23</b> | <b>\$ 233,212.75</b> | <b>\$ 242,599.40</b> | <b>\$ 300,237.41</b> | <b>\$ 2,142,387.91</b> |
| <b>Net Operating Income</b>                   | <b>-\$ 45,819.40</b> | <b>\$ 2,277.22</b>   | <b>\$ 670,769.30</b> | <b>\$ 387,052.32</b> | <b>-\$ 78,960.17</b> | <b>-\$ 94,922.39</b> | <b>-\$ 41,878.04</b> | <b>-\$ 61,345.85</b> | <b>\$ 737,172.99</b>   |
| Other Income                                  |                      |                      |                      |                      |                      |                      |                      |                      |                        |
| 4800 Interest Earned                          |                      |                      |                      |                      |                      |                      |                      |                      | 0.00                   |
| 4800-a Interest Income-Ad Valorem             | 1,070.67             | 900.16               | 1,352.14             | 2,949.13             | 3,378.09             | 2,855.65             | 2,588.88             | 2,517.07             | 17,611.79              |
| 4800-b Interest Income-Capitol Improvement    | 2,240.02             | 2,174.07             | 1,725.55             | 1,835.00             | 1,626.65             | 2,085.48             | 2,164.82             | 2,203.75             | 16,055.34              |
| 4800-c Interest Income-Emergency Fund         | 1,606.36             | 1,547.58             | 1,442.81             | 1,750.46             | 1,747.74             | 1,734.97             | 1,741.07             | 1,603.77             | 13,174.76              |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures by Month**  
October 2024 - May 2025

|   | Oct 2024              | Nov 2024            | Dec 2024             | Jan 2025             | Feb 2025              | Mar 2025              | Apr 2025              | May 2025              | Total                |
|---|-----------------------|---------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
| 4800-d Interest Income-General Fund             | 0.46                  | 0.67                | 0.53                 | 0.53                 | 0.37                  | 0.53                  | 0.44                  | 0.51                  | 4.04                 |
| 4800-e Interest Income-Hotel-Motel Tax          |                       |                     |                      | 3.71                 | 59.50                 | 345.53                | 366.26                | 407.87                | 1,182.87             |
| 4800-f Interest Income-Municipal Fund           | 119.31                | 39.41               | 73.27                | 74.91                | 80.77                 | 158.12                | 199.97                | 105.92                | 851.68               |
| 4800-g Interest Income-Municipal Security       | 0.20                  | 0.21                | 0.21                 | 0.24                 | 0.20                  | 0.22                  | 0.23                  | 0.26                  | 1.77                 |
| 4800-h Interest Income-Public Funds MM 9        | 2,807.59              | 1,634.32            | 1,369.77             | 998.51               | 576.27                | 247.01                | 60.35                 | 52.53                 | 7,746.35             |
| 4800-i Interest Income-Public Funds MM 10       | 906.73                | 880.64              | 824.82               | 875.78               | 737.05                | 761.82                | 791.92                | 841.53                | 6,620.29             |
| 4800-j Interest Income-TexStar                  | 3.72                  | 3.43                | 3.43                 | 3.40                 | 3.06                  | 3.37                  | 3.27                  |                       | 23.68                |
| 4800-k Interest Income-Municipal Tech           | 0.06                  | 0.01                | 0.02                 | 0.02                 | 0.02                  | 0.03                  | 0.04                  | 0.04                  | 0.24                 |
| 4800-l Interest Earned - Park Construction Acct | 2,154.23              | 1,812.53            | 1,515.91             | 1,193.59             | 623.16                | 437.93                | 285.03                | 142.90                | 8,165.28             |
| <b>Total 4800 Interest Earned</b>               | <b>\$ 10,909.35</b>   | <b>\$ 8,993.03</b>  | <b>\$ 8,308.46</b>   | <b>\$ 9,685.28</b>   | <b>\$ 8,832.88</b>    | <b>\$ 8,630.66</b>    | <b>\$ 8,202.28</b>    | <b>\$ 7,876.15</b>    | <b>\$ 71,438.09</b>  |
| 4801-Credit Card Rebate                         |                       |                     |                      |                      |                       | 65.23                 | 180.44                | 162.77                | 408.44               |
| Gain on Sale of Vehicle                         |                       |                     |                      | 1,200.00             |                       |                       |                       |                       | 1,200.00             |
| <b>Total Other Income</b>                       | <b>\$ 10,909.35</b>   | <b>\$ 8,993.03</b>  | <b>\$ 8,308.46</b>   | <b>\$ 10,885.28</b>  | <b>\$ 8,832.88</b>    | <b>\$ 8,695.89</b>    | <b>\$ 8,382.72</b>    | <b>\$ 8,038.92</b>    | <b>\$ 73,046.53</b>  |
| <b>Net Increase (Decrease) to Fund Balance</b>  | <b>\$ (34,910.05)</b> | <b>\$ 11,270.25</b> | <b>\$ 679,077.76</b> | <b>\$ 397,937.60</b> | <b>\$ (70,127.29)</b> | <b>\$ (86,226.50)</b> | <b>\$ (33,495.32)</b> | <b>\$ (53,306.93)</b> | <b>\$ 810,219.52</b> |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <u>Total</u>           |
|---|------------------------|
| <b>Income</b>                                 |                        |
| <b>4000 Revenues</b>                          |                        |
| 4010 Animal Registrations/ Fees               | 180.00                 |
| 4011 Alarm Permit                             | 220.00                 |
| 4012 Garage Sale Permits                      | 105.00                 |
| 4013 Animal Surrender Fees                    | 575.00                 |
| 4020 Building Permits                         | 72,411.67              |
| 4025 Short Term Rental Annual Permit          | 2,600.00               |
| 4030 Civic Center Rental                      | 5,550.00               |
| 4040 Cable TV/Telephone Franchise Fees        | 21,155.47              |
| 4050 Contributions/Donations                  |                        |
| 4050-1b Event Donations/Contributions/Fees    | 400.00                 |
| 4050-2 contributions - Police dept.           | 1,131.87               |
| <b>Total 4050 Contributions/Donations</b>     | <b>\$ 1,531.87</b>     |
| 4064 Fines & Forfeitures                      | 172,005.70             |
| 4064a - Municipal 3rd Party Payout            | 122,543.03             |
| 4064b - Municipal Jury Fund (MJF)             | 119.47                 |
| 4064c - Municipal Truancy & Prev (MTPF)       | 5,285.97               |
| 4064d - Municipal Court Security Fund (MSF)   | 5,815.48               |
| 4064e - Municipal Court Technology Fund (MTF) | 4,747.29               |
| <b>Total 4064 Fines &amp; Forfeitures</b>     | <b>\$ 310,516.94</b>   |
| 4068 Service Fee Retained by City             | 826.53                 |
| 4070 HCAD Ad Valorem                          | 1,385,582.38           |
| 4071 HCAD Interest & Sinking                  | 455,273.40             |
| <b>Total 4070 HCAD Ad Valorem</b>             | <b>\$ 1,840,855.78</b> |
| 4090 Trinity Valley Electric                  | 73,274.91              |
| 4100 Miscellaneous Revenue                    | 4,193.48               |
| 4110 Hotel Occupancy Tax                      | 31,867.71              |
| 4120 State Sales Tax-Rev. Sharing             | 131,730.81             |
| 4121 State Mixed Beverage Sale Tax R          | 3,740.82               |
| 4122 Sales & Use Tax - Street Maint           | 131,730.79             |
| 4140 TU/Oncor Electric                        | 17,585.19              |
| 4150 Waste Services                           | 30,716.55              |
| 4301 L.E.O.S.E                                | 1,380.08               |
| <b>Total 4000 Revenues</b>                    | <b>\$ 2,682,748.60</b> |
| <b>4101 Interfund Transfers</b>               |                        |
| 4101-a From Emergency Fund                    | 122,328.30             |
| 4101-b From Capital Improvement Fund          | 68,400.00              |
| <b>Total 4101 Interfund Transfers</b>         | <b>\$ 190,728.30</b>   |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <b>Total</b>           |
|---|------------------------|
| 4700 Property Abatement Reimbursements        | 4,284.00               |
| Park Event Revenue                            |                        |
| 4600 Farmers Market Space Reservation Revenue | 800.00                 |
| 4601 Food Truck Rental Fees                   | 1,000.00               |
| Total Park Event Revenue                      | <b>\$ 1,800.00</b>     |
| Services                                      | 0.00                   |
| Total Income                                  | <b>\$ 2,879,560.90</b> |
| Gross Profit                                  | <b>\$ 2,879,560.90</b> |
| Expenses                                      |                        |
| 5000 Expenditures                             |                        |
| 5010 Accounting Services                      |                        |
| 5010-1 Accounting Services-Admin              | 3,737.50               |
| Total 5010 Accounting Services                | <b>\$ 3,737.50</b>     |
| 5020 Advertising Expense                      |                        |
| 5020-1 Advertising-Admin                      | 3,670.35               |
| Total 5020 Advertising Expense                | <b>\$ 3,670.35</b>     |
| 5030 Animal Care                              |                        |
| 5030-9 Animal Control                         | 14,536.00              |
| Total 5030 Animal Care                        | <b>\$ 14,536.00</b>    |
| 5045 Auto Allowance                           |                        |
| 5045-1 Executive Auto Allowance-Admin         | 3,138.54               |
| Total 5045 Auto Allowance                     | <b>\$ 3,138.54</b>     |
| 5050 Auto Fuel                                |                        |
| 5050-2 Auto Fuel-Police                       | 18,562.74              |
| 5050-3 Auto Fuel-Maint                        | 3,097.79               |
| 5050-8 Auto Fuel-Building/Code                | 1,296.99               |
| Total 5050 Auto Fuel                          | <b>\$ 22,957.52</b>    |
| 5060 Audit Fees                               |                        |
| 5060-1 Audit Fees -Admin                      | 48,851.73              |
| Total 5060 Audit Fees                         | <b>\$ 48,851.73</b>    |
| 5070 Bank Charges                             |                        |
| 5070-1 Bank Charges-Admin                     | 4,032.22               |
| Total 5070 Bank Charges                       | <b>\$ 4,032.22</b>     |
| 5082 Capital Expenditures                     | 6,065.12               |
| 5082a Emergency Sirens                        | 122,328.30             |
| 5082b Maintenance Barn                        | 68,400.00              |
| Total 5082 Capital Expenditures               | <b>\$ 196,793.42</b>   |
| 5096 Property Abatements                      |                        |
| 5096-8 Unsafe Building Fund-Building          | 24,686.10              |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <b>Total</b>         |
|---|----------------------|
| <b>Total 5096 Property Abatements</b>                                       | <b>\$ 24,686.10</b>  |
| <b>5097 Computers,Software &amp; Supplies</b>                               |                      |
| 5097-1 Computers,Software & Supplies-Admin                                  | 1,222.72             |
| 5097-2 Computers,Software & Supplies-Police                                 | 60.97                |
| 5097-8 Computers,Software & Supplies-Building/Code                          | 539.97               |
| <b>Total 5097 Computers,Software &amp; Supplies</b>                         | <b>\$ 1,823.66</b>   |
| <b>5101-0 Contract Services IT-Multi Dept</b>                               | 28,642.00            |
| <b>5102-0 Contract Services Acct-Multi Dept</b>                             | 4,256.25             |
| <b>5103 Permit and InspectBuilding/Code</b>                                 | 36,105.57            |
| <b>5104-2 Contract Services PD-Police</b>                                   | 21,697.91            |
| <b>5104-8 Contract Services-(GIS, Engineering, &amp; Survey)</b>            | 5,000.00             |
| <b>5120-4 Court Costs &amp; Arrest Fees - Judicial</b>                      |                      |
| 5120-4a Court Costs (Omnibase)  | 959.04               |
| 5120-4b Court Costs-(Inmate Housing Fees)                                   | 2,270.00             |
| 5120-4c Court Costs (GHS Collections)                                       | 15,851.30            |
| 5120-4d Court Costs (Bailiff Pay)   | 75.00                |
| 5120-4e Court Costs (Due to Comptroller)                                    | 105,470.06           |
| <b>Total 5120-4 Court Costs &amp; Arrest Fees - Judicial</b>                | <b>\$ 124,625.40</b> |
| <b>5121 Debt Service</b>  |                      |
| 5121-2 Admin CO Bond  | 400.00               |
| <b>Total 5121 Debt Service</b>  | <b>\$ 400.00</b>     |
| <b>5121-0a GO Bond (Series 2020 JP Morgan) Principal</b>                    | 280,000.00           |
| <b>5121-0b GO Bond (Series 2020 JPMorgan) Interest</b>                      | 5,567.50             |
| <b>5121-0c CO Bond (Series 2020 Combo) Principal</b>                        | 105,000.00           |
| <b>5121-0d CO Bond (Series 2020 Combo) Interest</b>                         | 32,865.00            |
| <b>5140 Dues &amp; Subscriptions</b>  |                      |
| 5140-1 Dues & Subscriptions-Admin.  | 4,876.30             |
| 5140-2 Dues & Subscriptions-Police  | 249.00               |
| 5140-4 MTF (FUND) Dues & Subscriptions-Judicial - Judicial/Court (MTF FUND) | 55.00                |
| 5140-8 Dues & Subscriptions-Build/Code                                      | 15,541.00            |
| <b>Total 5140 Dues &amp; Subscriptions</b>                                  | <b>\$ 20,721.30</b>  |
| <b>5150 Election Expense</b>  | 3,325.01             |
| <b>5160 Employee Benefits - Retirement</b>                                  |                      |
| 5160-1 Employee Benefits/Retirement-Admin                                   | 6,434.89             |
| 5160-2 Employee Benefits/Retirement-Police                                  | 13,187.42            |
| 5160-3 Employee Benefits/Retirement-Maint                                   | 3,819.84             |
| 5160-4 Employee Benefits/Retirement-Judicial/Court                          | 1,120.33             |
| 5160-6 Employee Benefits/Retirement-Park                                    | 303.28               |
| 5160-8 Employee Benefits/Retirement-Build/Code                              | 2,418.70             |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <b>Total</b>        |
|---|---------------------|
| <b>Total 5160 Employee Benefits - Retirement</b>                            | <b>\$ 27,284.46</b> |
| <b>5170 Equipment Purchases</b>   |                     |
| 5170-0 Equipment Purchases-Multi  | 1,197.47            |
| 5170-1 Equipment Purchases-Admin  | 1,513.82            |
| 5170-2 Equipment Purchases-Police   | 5,771.76            |
| 5170-3 Equipment Purchases-Maint.   | 15,455.17           |
| 5170-6 Equipment Purchases-Park   | 21,066.95           |
| 5170-8 Equipment Purchases-Building/Code                                    | 1,132.87            |
| 5170-9 Equipment Purchases-Animal Control                                   | 4.75                |
| <b>Total 5170 Equipment Purchases</b>                                       | <b>\$ 46,142.79</b> |
| <b>5171 - HOT FUND Events - HOT FUND</b>                                    | <b>7,284.83</b>     |
| <b>5171-6 Events - HOT FUND-Park</b>  | <b>3,197.83</b>     |
| <b>5175-3 Equipment Rentals-Maint</b>                                       | <b>326.48</b>       |
| <b>5190 Filing/Notary Fees</b>  |                     |
| 5190-1 Filing/Notary Fees-Admin   | 108.90              |
| <b>Total 5190 Filing/Notary Fees</b>  | <b>\$ 108.90</b>    |
| <b>5200-0 HCAD Collections-Multi Dept</b>                                   | <b>25,215.85</b>    |
| <b>5215 Test/License Expense</b>  | <b>800.00</b>       |
| <b>5220 Insurance Property &amp; Liability</b>                              |                     |
| 5220-0 Insurance Property & Liability-Multi Dept.                           | 2,106.50            |
| 5220-1 Insurance-Prop.&Liab-Admin   | 5,522.75            |
| 5220-2 Insurance-Prop.&Liab-Police  | 5,432.25            |
| 5220-3 Insurance-Prop.&Liab-Maint   | 3,809.50            |
| <b>Total 5220 Insurance Property &amp; Liability</b>                        | <b>\$ 16,871.00</b> |
| <b>5225 Insurance/Auto</b>  |                     |
| 5225-2 Insurance/Auto-Police  | 8,238.00            |
| 5225-3 Insurance/Auto- Maintenance  | 1,346.25            |
| 5225-8 Insurance/Auto-Build & Code  | 704.75              |
| <b>Total 5225 Insurance/Auto</b>  | <b>\$ 10,289.00</b> |
| <b>5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))</b> |                     |
| <b>5230-1 Admin</b>   |                     |
| 5230-1a Employee Medical Insurance-Admin                                    | 20,877.29           |
| 5230-1b Employee Dental & Vision Insurance-Admin                            | 1,748.68            |
| 5230-1c Employee Life Insurance-Admin                                       | 238.60              |
| <b>Total 5230-1 Admin</b>   | <b>\$ 22,864.57</b> |
| <b>5230-2 Police</b>  |                     |
| 5230-2a Employee Medical Insurance-Police                                   | 42,667.47           |
| 5230-2b Employee Dental & Vision Insurance-Police                           | 2,663.80            |
| 5230-2c Employee Life Insurance-Police                                      | 540.66              |



**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|  | <b>Total</b>  |
|--|---------------|
| Total 5230-2 Police  | \$ 45,871.93  |
| 5230-3 Maint   |               |
| 5230-3a Employee Medical Insurance-Maint.                                  | 16,027.99     |
| 5230-3b Employee Dental & Vision Insurance-Maint.                          | 1,221.36      |
| 5230-3c Employee Life Insurance-Maint.                                     | 389.16        |
| Total 5230-3 Maint   | \$ 17,638.51  |
| 5230-4 Employee Insurance Benefits-Judicial                                |               |
| 5230-4a Employee Medical Insurance-Judicial                                | 6,701.28      |
| 5230-4b Employee Dental & Vision Insurance-Judicial                        | 352.10        |
| 5230-4c Employee Life Insurance-Judicial                                   | 26.43         |
| Total 5230-4 Employee Insurance Benefits-Judicial                          | \$ 7,079.81   |
| 5230-6 Park  |               |
| 5230-6a Employee Medical Insurance-Park                                    | 632.31        |
| 5230-6b Employee Dental & Vision Insurance-Park                            | 50.89         |
| 5230-6c Employee Life Insurance-Park                                       | 19.46         |
| Total 5230-6 Park  | \$ 702.66     |
| 5230-8 Employee Insurance Benefits-Building/Code                           |               |
| 5230-8a Employee Medical Insurance-Build/Code                              | 5,263.30      |
| 5230-8b Employee Dental & Vision Insurance-Build/Code                      | 1,477.22      |
| 5230-8c Employee Life Insurance-Build/Code                                 | 692.26        |
| Total 5230-8 Employee Insurance Benefits-Building/Code                     | \$ 7,432.78   |
| Total 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life)) | \$ 101,590.26 |
| 5250 Workers Comp Insurance  |               |
| 5250-1 Workers Comp Insurance-Admin.                                       | 676.00        |
| 5250-2 Workers Comp Insurance-Police                                       | 9,849.00      |
| 5250-3 Workers Comp Insurance-Maint.                                       | 5,019.00      |
| 5250-8 Workers Comp Insurance-Building/Code                                | 488.50        |
| Total 5250 Workers Comp Insurance  | \$ 16,032.50  |
| 5264 Vehicle Loan Interest   |               |
| 5264 - 2 Vehicle Loan Interest - Police                                    |               |
| 5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)                     | 4,281.81      |
| 5264-2b Vehicle Loan Principal-Police Tahoes (3)                           | 19,696.35     |
| Total 5264 - 2 Vehicle Loan Interest - Police                              | \$ 23,978.16  |
| 5264-8 Vehicle Loan Interest - Building/Code                               |               |
| 5264-8a Vehicle Loan Interest-Building/Code                                | 1,152.40      |
| 5264-8b Vehicle Loan Principal-Building/Code                               | 4,099.28      |
| Total 5264-8 Vehicle Loan Interest - Building/Code                         | \$ 5,251.68   |
| Total 5264 Vehicle Loan Interest   | \$ 29,229.84  |
| 5265 Janitorial/Cleaning   |               |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <b>Total</b>        |
|---|---------------------|
| 5265-0 Janitorial/Cleaning-Multi Dept           | 3,433.48            |
| 5265-6 Janitorial/Cleaning-Park                 | 1,353.39            |
| <b>Total 5265 Janitorial/Cleaning</b>           | <b>\$ 4,786.87</b>  |
| 5270 - 4 MJF (FUND) Juror Fees - Judicial/Court | 100.00              |
| 5290 Lease Equipment Expense                    |                     |
| 5290-1 Lease Equipment Expense-Admin            | 1,234.09            |
| <b>Total 5290 Lease Equipment Expense</b>       | <b>\$ 1,234.09</b>  |
| 5300 Legal Fees (Professional)                  |                     |
| 5300-1 Legal Fees-Admin                         | 10,749.40           |
| 5300-10 Legal Fees-Council/Mayor                | 2,750.00            |
| 5300-4 Legal Fees-Judicial                      | 14,142.07           |
| <b>Total 5300 Legal Fees (Professional)</b>     | <b>\$ 27,641.47</b> |
| 5302 Marketing                                  |                     |
| 5302-1 Marketing-Admin                          | 65.21               |
| 5302-10 Marketing-Council/Mayor                 | 866.30              |
| <b>Total 5302 Marketing</b>                     | <b>\$ 931.51</b>    |
| 5320 Maintenance Building                       |                     |
| 5320-0 Maintenance Building-Multi Dept          | 6,259.79            |
| 5320-1 Maintenance Building-Admin               | 1,736.89            |
| <b>Total 5320 Maintenance Building</b>          | <b>\$ 7,996.68</b>  |
| 5330 Maintenance-Equipment                      |                     |
| 5330-2 Maintenance-Equipment-Police             | 474.00              |
| 5330-3 Maintenance-Equipment-Maint              | 436.48              |
| 5330-6 Maintenance-Equipment-Parks              | 108.18              |
| <b>Total 5330 Maintenance-Equipment</b>         | <b>\$ 1,018.66</b>  |
| 5335-0 Maintenance - CITY PARK                  | 556.74              |
| 5336-6 Park Grounds                             | 2,046.34            |
| 5340 Maintenance-Vehicle                        |                     |
| 5340-2 Maintenance-Vehicle-Police               | 4,821.69            |
| 5340-3 Maintenance-Vehicle-Maint                | 1,527.80            |
| 5340-8 Maintenance-Vehicle-Building/Code        | 1,170.71            |
| <b>Total 5340 Maintenance-Vehicle</b>           | <b>\$ 7,520.20</b>  |
| 5350 Maintenance-Road Materials                 |                     |
| 5350-3 Maintenance-Road Materials-              | 500.00              |
| <b>Total 5350 Maintenance-Road Materials</b>    | <b>\$ 500.00</b>    |
| 5355 Meals                                      |                     |
| 5355-1 Meals-Admin                              | 1,351.94            |
| 5355-4 Meals-Judicial                           | 11.37               |
| <b>Total 5355 Meals</b>                         | <b>\$ 1,363.31</b>  |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|  | <b>Total</b>         |
|--|----------------------|
| 5357-0 Employee Recognition/Events                             | 1,939.68             |
| 5365 Miscellaneous Expense                                     | 2.52                 |
| <b>Total 5365 Miscellaneous Expense</b>                        | <b>\$ 2.52</b>       |
| 5366 Neighborhood Infrastructure Reinvestment                  |                      |
| 5366-8 Neighborhood Infrastructure Reinvestment-Building& Code | 3,505.49             |
| <b>Total 5366 Neighborhood Infrastructure Reinvestment</b>     | <b>\$ 3,505.49</b>   |
| 5370 Office Supplies Expense                                   |                      |
| 5370-1 Office Supplies-Admin                                   | 2,499.90             |
| 5370-10 Office Supplies-Council/Mayor                          | 115.59               |
| 5370-2 Office Supplies-Police                                  | 373.51               |
| 5370-3 Office Supplies-Maint.                                  | 276.40               |
| 5370-4 Office Supplies-Judicial                                | 486.98               |
| 5370-6 Office Supplies-Park                                    | 185.00               |
| 5370-8 Office Supplies-Building/Code                           | 307.11               |
| 5370-9 Office Supplies--Animal Control                         | 72.01                |
| <b>Total 5370 Office Supplies Expense</b>                      | <b>\$ 4,316.50</b>   |
| 5371-0 Building Supplies                                       | 5,698.81             |
| 5380 Postage   |                      |
| 5380-1 Postage-Admin.  | 306.75               |
| 5380-2 Postage-Police  | 15.00                |
| 5380-4 Postage-Judicial  | 303.00               |
| 5380-8 Postage - Build/Code                                    | 550.00               |
| <b>Total 5380 Postage</b>                                      | <b>\$ 1,174.75</b>   |
| 5390 Records Management  |                      |
| 5390-1 Records Management-Admin                                | 1,330.00             |
| <b>Total 5390 Records Management</b>                           | <b>\$ 1,330.00</b>   |
| 5400 Printing  |                      |
| 5400-1 Printing- Admin.  | 2,130.86             |
| <b>Total 5400 Printing</b>                                     | <b>\$ 2,130.86</b>   |
| 5430 Salaries  |                      |
| 5430-1 Salaries-Admin  | 162,431.27           |
| 5430-10 Salaries-Council/Mayor                                 | 800.00               |
| 5430-2 Salaries-Police   | 332,525.30           |
| 5430-3 Salaries-Maint  | 96,620.75            |
| 5430-4 Salaries-Other-Judicial                                 | 28,288.12            |
| 5430-6 Salaries-Park   | 7,308.22             |
| 5430-8 Salaries-Building/Code-                                 | 61,320.28            |
| <b>Total 5430 Salaries</b>                                     | <b>\$ 689,293.94</b> |
| 5460 Telephone and Internet                                    |                      |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|  | <b>Total</b>           |
|--|------------------------|
| 5460-0 Tel/Internet-Multi Dept.                  | 8,494.37               |
| 5460-1 Tel/Internet-Admin.                       | 1,679.83               |
| 5460-2 Tel/Internet-Police                       | 3,425.39               |
| 5460-3 Tel/Internet-Maint.                       | 678.34                 |
| 5460-8 Tel/Internet-Building/Code                | 878.26                 |
| <b>Total 5460 Telephone and Internet</b>         | <b>\$ 15,156.19</b>    |
| 5470 Travel Expense                              | 333.71                 |
| 5470-1 Travel-Admin                              | 542.15                 |
| 5470-4a Travel-Judicial                          | 558.21                 |
| 5470-4b Travel-Judicial (MTPF)                   | 280.12                 |
| 5470-8 Travel-Building/Code                      | 151.60                 |
| <b>Total 5470 Travel Expense</b>                 | <b>\$ 1,865.79</b>     |
| 5480 Training/Education Expense                  |                        |
| 5480-1 Training/Education Expense-Admin.         | 1,629.88               |
| 5480-10 Training/Education Expense-Council/Mayor | 79.00                  |
| 5480-2 Training/Education Expense-Police         | 1,752.00               |
| 5480-4 Training/Education Expense-Judicial       | 910.00                 |
| 5480-8 Training/Education Expense-Building/Code  | 1,149.00               |
| <b>Total 5480 Training/Education Expense</b>     | <b>\$ 5,519.88</b>     |
| 5490 Uniforms                                    |                        |
| 5490-2 Uniforms-Police                           | 1,701.36               |
| 5490-3 Uniforms-Maint                            | 2,160.19               |
| 5490-6 Uniforms-Park                             | 86.46                  |
| 5490-9 Uniforms-Animal Control                   | 250.77                 |
| <b>Total 5490 Uniforms</b>                       | <b>\$ 4,198.78</b>     |
| 5500 Utilities/Electricity                       |                        |
| 5500-0 Utilities/Electricity-Multi Dept          | 7,776.68               |
| 5500-3 Utilities/Electricity-Multi Dept-Maint    | 460.32                 |
| 5500-6 Utilities/Electricity-Park                | 879.60                 |
| <b>Total 5500 Utilities/Electricity</b>          | <b>\$ 9,116.60</b>     |
| 5510 Utilities/Water                             |                        |
| 5510-0 Utilities/Water-Multi Dept                | 3,562.17               |
| 5510-3 Utilities/Water-Maint                     | 80.00                  |
| 5510-6 Utilities/Water-Park                      | 3,440.63               |
| <b>Total 5510 Utilities/Water</b>                | <b>\$ 7,082.80</b>     |
| 5540-0 Website-Multi Dept.                       |                        |
| 5540-1 Website-Multi Dept.-Admin                 | 3,263.40               |
| <b>Total 5540-0 Website-Multi Dept.</b>          | <b>\$ 3,263.40</b>     |
| <b>Total 5000 Expenditures</b>                   | <b>\$ 2,088,098.58</b> |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
October 2024 - May 2025

|   | <b>Total</b>           |
|---|------------------------|
| <b>6000 Payroll Expenses</b>                    |                        |
| 6500-1 Payroll Taxes - Admin                    | 12,725.32              |
| 6500-2 Payroll Taxes- Police                    | 26,307.43              |
| 6500-3 Payroll Taxes- Maint                     | 7,580.49               |
| 6500-4 Payroll Taxes- Judicial                  | 2,227.05               |
| 6500-6 Payroll Taxes-Park-6                     | 610.24                 |
| 6500-8 Payroll Taxes- Building/Code             | 4,838.80               |
| <b>Total xxxxx6500 Payroll Taxes Total</b>      | <b>\$ 54,289.33</b>    |
| <b>Total 6000 Payroll Expenses</b>              | <b>\$ 54,289.33</b>    |
| <b>Total Expenses</b>                           | <b>\$ 2,142,387.91</b> |
| <b>Net Operating Income</b>                     | <b>\$ 737,172.99</b>   |
| <b>Other Income</b>                             |                        |
| <b>4800 Interest Earned</b>                     |                        |
| 4800-a Interest Income-Ad Valorem               | 17,611.79              |
| 4800-f Interest Income-Municipal Fund           | 851.68                 |
| 4800-g Interest Income-Municipal Security       | 1.77                   |
| 4800-h Interest Income-Public Funds MM 9        | 7,746.35               |
| 4800-i Interest Income-Public Funds MM 10       | 6,620.29               |
| 4800-j Interest Income-TexStar                  | 23.68                  |
| 4800-k Interest Income-Municipal Tech           | 0.24                   |
| 4800-l Interest Earned - Park Construction Acct | 8,165.28               |
| <b>Total 4800 Interest Earned</b>               | <b>\$ 71,438.09</b>    |
| 4801-Credit Card Rebate                         | 408.44                 |
| Gain on Sale of Vehicle                         | 1,200.00               |
| <b>Total Other Income</b>                       | <b>\$ 73,046.53</b>    |
| <b>Net Other Income</b>                         | <b>\$ 73,046.53</b>    |
| <b>Net Increase to Fund Balance</b>             | <b>\$ 810,219.52</b>   |

# CITY OF TOOL

## Statement of Revenues & Expenditures

### May 2025

|   | <u>Total</u>         |
|---|----------------------|
| <b>Income</b>                                 |                      |
| <b>4000 Revenues</b>                          |                      |
| 4020 Building Permits                         | 9,351.05             |
| 4025 Short Term Rental Annual Permit          | 600.00               |
| 4030 Civic Center Rental                      | 100.00               |
| 4040 Cable TV/Telephone Franchise Fees        | 1,435.30             |
| 4050 Contributions/Donations                  |                      |
| 4050-1 Contributions-General Fund             | 0.00                 |
| 4050-1b Event Donations/Contributions/Fees    | 400.00               |
| <b>Total 4050 Contributions/Donations</b>     | <b>\$ 400.00</b>     |
| 4064 Fines & Forfeitures                      | 27,373.04            |
| 4064a - Municipal 3rd Party Payout            | 14,189.35            |
| 4064b - Municipal Jury Fund (MJF)             | 13.51                |
| 4064c - Municipal Truancy & Prev (MTPF)       | 2.20                 |
| 4064d - Municipal Court Security Fund (MSF)   | 656.44               |
| 4064e - Municipal Court Technology Fund (MTF) | 535.82               |
| <b>Total 4064 Fines &amp; Forfeitures</b>     | <b>\$ 42,770.36</b>  |
| 4068 Service Fee Retained by City             | 170.09               |
| 4070 HCAD Ad Valorem                          | 10,533.86            |
| 4071 HCAD Interest & Sinking                  | 3,742.49             |
| <b>Total 4070 HCAD Ad Valorem</b>             | <b>\$ 14,276.35</b>  |
| 4100 Miscellaneous Revenue                    | 10.78                |
| 4110 Hotel Occupancy Tax                      | 2,121.83             |
| 4120 State Sales Tax-Rev. Sharing             | 19,063.42            |
| 4121 State Mixed Beverage Sale Tax R          | 709.46               |
| 4122 Sales & Use Tax - Street Maint           | 19,063.42            |
| <b>Total 4000 Revenues</b>                    | <b>\$ 110,072.06</b> |
| <b>4101 Interfund Transfers</b>               |                      |
| 4101-a From Emergency Fund                    | 59,219.50            |
| 4101-b From Capital Improvement Fund          | 68,400.00            |
| <b>Total 4101 Interfund Transfers</b>         | <b>\$ 127,619.50</b> |
| <b>Park Event Revenue</b>                     |                      |
| 4600 Farmers Market Space Reservation Revenue | 800.00               |
| 4601 Food Truck Rental Fees                   | 400.00               |
| <b>Total Park Event Revenue</b>               | <b>\$ 1,200.00</b>   |
| <b>Services</b>                               | 0.00                 |
| <b>Total Income</b>                           | <b>\$ 238,891.56</b> |
| <b>Gross Profit</b>                           | <b>\$ 238,891.56</b> |

# CITY OF TOOL

## Statement of Revenues & Expenditures

### May 2025

|  | <u>Total</u>         |
|--|----------------------|
| <b>Expenses</b>  |                      |
| <b>5000 Expenditures</b>                               |                      |
| <b>5010 Accounting Services</b>                        |                      |
| 5010-1 Accounting Services-Admin                       | 405.00               |
| <b>Total 5010 Accounting Services</b>                  | <b>\$ 405.00</b>     |
| <b>5020 Advertising Expense</b>                        |                      |
| 5020-1 Advertising-Admin                               | 1,025.88             |
| <b>Total 5020 Advertising Expense</b>                  | <b>\$ 1,025.88</b>   |
| <b>5030 Animal Care</b>                                |                      |
| 5030-9 Animal Control                                  | 1,625.00             |
| <b>Total 5030 Animal Care</b>                          | <b>\$ 1,625.00</b>   |
| <b>5045 Auto Allowance</b>                             |                      |
| 5045-1 Executive Auto Allowance-Admin                  | 369.24               |
| <b>Total 5045 Auto Allowance</b>                       | <b>\$ 369.24</b>     |
| <b>5050 Auto Fuel</b>                                  |                      |
| 5050-2 Auto Fuel-Police                                | 2,082.40             |
| 5050-3 Auto Fuel-Maint                                 | 501.42               |
| 5050-8 Auto Fuel-Building/Code                         | 138.11               |
| <b>Total 5050 Auto Fuel</b>                            | <b>\$ 2,721.93</b>   |
| <b>5060 Audit Fees</b>                                 |                      |
| 5060-1 Audit Fees -Admin                               | 13,593.81            |
| <b>Total 5060 Audit Fees</b>                           | <b>\$ 13,593.81</b>  |
| <b>5070 Bank Charges</b>                               |                      |
| 5070-1 Bank Charges-Admin                              | 525.55               |
| <b>Total 5070 Bank Charges</b>                         | <b>\$ 525.55</b>     |
| <b>5082 Capital Expenditures</b>                       |                      |
| 5082a Emergency Sirens                                 | 59,219.50            |
| 5082b Maintenance Barn                                 | 68,400.00            |
| <b>Total 5082 Capital Expenditures</b>                 | <b>\$ 127,619.50</b> |
| <b>5097 Computers,Software &amp; Supplies</b>          |                      |
| 5097-1 Computers,Software & Supplies-Admin             | 87.00                |
| <b>Total 5097 Computers,Software &amp; Supplies</b>    | <b>\$ 87.00</b>      |
| <b>5101-0 Contract Services IT-Multi Dept</b>          | 2,690.71             |
| <b>5102-0 Contract Services Acct-Multi Dept</b>        | 312.50               |
| <b>5103 Permit and InspectBuilding/Code</b>            | 4,821.16             |
| <b>5120-4 Court Costs &amp; Arrest Fees - Judicial</b> |                      |
| 5120-4a Court Costs (Omnibase)                         | 112.32               |
| 5120-4b Court Costs-(Inmate Housing Fees)              | 270.00               |
| 5120-4c Court Costs (GHS Collections)                  | 1,864.44             |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
**May 2025**

|   | <b>Total</b>        |
|---|---------------------|
| 5120-4e Court Costs (Due to Comptroller)                                    | 12,212.59           |
| <b>Total 5120-4 Court Costs &amp; Arrest Fees - Judicial</b>                | <b>\$ 14,459.35</b> |
| <b>5121 Debt Service</b>  |                     |
| 5121-2 Admin CO Bond  | 400.00              |
| <b>Total 5121 Debt Service</b>  | <b>\$ 400.00</b>    |
| <b>5140 Dues &amp; Subscriptions</b>  |                     |
| 5140-1 Dues & Subscriptions-Admin.  | 944.00              |
| <b>Total 5140 Dues &amp; Subscriptions</b>                                  | <b>\$ 944.00</b>    |
| <b>5160 Employee Benefits - Retirement</b>                                  |                     |
| 5160-1 Employee Benefits/Retirement-Admin                                   | 797.33              |
| 5160-2 Employee Benefits/Retirement-Police                                  | 1,547.32            |
| 5160-3 Employee Benefits/Retirement-Maint                                   | 460.84              |
| 5160-4 Employee Benefits/Retirement-Judicial/Court                          | 136.64              |
| 5160-6 Employee Benefits/Retirement-Park                                    | 112.76              |
| 5160-8 Employee Benefits/Retirement-Build/Code                              | 171.38              |
| <b>Total 5160 Employee Benefits - Retirement</b>                            | <b>\$ 3,226.27</b>  |
| <b>5170 Equipment Purchases</b>   |                     |
| 5170-1 Equipment Purchases-Admin  | 191.30              |
| 5170-3 Equipment Purchases-Maint.   | 44.96               |
| 5170-6 Equipment Purchases-Park   | 1,182.89            |
| <b>Total 5170 Equipment Purchases</b>                                       | <b>\$ 1,419.15</b>  |
| <b>5171 - HOT FUND Events - HOT FUND</b>                                    | <b>4,597.47</b>     |
| <b>5171-6 Events - HOT FUND-Park</b>  | <b>1,224.91</b>     |
| <b>5215 Test/License Expense</b>  | <b>800.00</b>       |
| <b>5220 Insurance Property &amp; Liability</b>                              |                     |
| 5220-0 Insurance Property & Liability-Multi Dept.                           | 348.00              |
| <b>Total 5220 Insurance Property &amp; Liability</b>                        | <b>\$ 348.00</b>    |
| <b>5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))</b> |                     |
| <b>5230-1 Admin</b>   |                     |
| 5230-1a Employee Medical Insurance-Admin                                    | 2,622.02            |
| 5230-1b Employee Dental & Vision Insurance-Admin                            | 211.37              |
| 5230-1c Employee Life Insurance-Admin                                       | 28.40               |
| <b>Total 5230-1 Admin</b>   | <b>\$ 2,861.79</b>  |
| <b>5230-2 Police</b>  |                     |
| 5230-2a Employee Medical Insurance-Police                                   | 5,629.93            |
| 5230-2b Employee Dental & Vision Insurance-Police                           | 356.23              |
| 5230-2c Employee Life Insurance-Police                                      | 71.32               |
| <b>Total 5230-2 Police</b>  | <b>\$ 6,057.48</b>  |
| <b>5230-3 Maint</b>   |                     |



**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
**May 2025**

|   | <b>Total</b>        |
|---|---------------------|
| 5230-3a Employee Medical Insurance-Maint.   | 1,989.72            |
| 5230-3b Employee Dental & Vision Insurance-Maint.                                 | 152.67              |
| 5230-3c Employee Life Insurance-Maint.  | 49.72               |
| <b>Total 5230-3 Maint</b>   | <b>\$ 2,192.11</b>  |
| 5230-4 Employee Insurance Benefits-Judicial                                       |                     |
| 5230-4a Employee Medical Insurance-Judicial                                       | 899.97              |
| 5230-4b Employee Dental & Vision Insurance-Judicial                               | 50.89               |
| 5230-4c Employee Life Insurance-Judicial  | 4.32                |
| <b>Total 5230-4 Employee Insurance Benefits-Judicial</b>                          | <b>\$ 955.18</b>    |
| 5230-6 Park   |                     |
| 5230-6a Employee Medical Insurance-Park   | 632.31              |
| 5230-6b Employee Dental & Vision Insurance-Park                                   | 50.89               |
| 5230-6c Employee Life Insurance-Park  | 19.46               |
| <b>Total 5230-6 Park</b>  | <b>\$ 702.66</b>    |
| 5230-8 Employee Insurance Benefits-Building/Code                                  |                     |
| 5230-8a Employee Medical Insurance-Build/Code                                     | 661.57              |
| 5230-8b Employee Dental & Vision Insurance-Build/Code                             | 95.83               |
| 5230-8c Employee Life Insurance-Build/Code  | 7.10                |
| <b>Total 5230-8 Employee Insurance Benefits-Building/Code</b>                     | <b>\$ 764.50</b>    |
| <b>Total 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))</b> | <b>\$ 13,533.72</b> |
| 5264 Vehicle Loan Interest  |                     |
| 5264 - 2 Vehicle Loan Interest - Police   |                     |
| 5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)                            | 485.29              |
| 5264-2b Vehicle Loan Principal-Police Tahoes (3)                                  | 2,511.98            |
| <b>Total 5264 - 2 Vehicle Loan Interest - Police</b>                              | <b>\$ 2,997.27</b>  |
| 5264-8 Vehicle Loan Interest - Building/Code                                      |                     |
| 5264-8a Vehicle Loan Interest-Building/Code                                       | 140.92              |
| 5264-8b Vehicle Loan Principal-Building/Code                                      | 515.54              |
| <b>Total 5264-8 Vehicle Loan Interest - Building/Code</b>                         | <b>\$ 656.46</b>    |
| <b>Total 5264 Vehicle Loan Interest</b>   | <b>\$ 3,653.73</b>  |
| 5265 Janitorial/Cleaning  |                     |
| 5265-0 Janitorial/Cleaning-Multi Dept   | 427.50              |
| 5265-6 Janitorial/Cleaning-Park   | 15.98               |
| <b>Total 5265 Janitorial/Cleaning</b>   | <b>\$ 443.48</b>    |
| 5290 Lease Equipment Expense  |                     |
| 5290-1 Lease Equipment Expense-Admin  | 991.63              |
| <b>Total 5290 Lease Equipment Expense</b>   | <b>\$ 991.63</b>    |
| 5300 Legal Fees (Professional)  |                     |
| 5300-1 Legal Fees-Admin   | 550.00              |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
**May 2025**

|  | <b>Total</b>       |
|--|--------------------|
| 5300-10 Legal Fees-Council/Mayor                               | 550.00             |
| 5300-4 Legal Fees-Judicial                                     | 2,034.70           |
| <b>Total 5300 Legal Fees (Professional)</b>                    | <b>\$ 3,134.70</b> |
| 5320 Maintenance Building                                      |                    |
| 5320-0 Maintenance Building-Multi Dept                         | 1,399.06           |
| 5320-1 Maintenance Building-Admin                              | 111.92             |
| <b>Total 5320 Maintenance Building</b>                         | <b>\$ 1,510.98</b> |
| 5330 Maintenance-Equipment                                     |                    |
| 5330-2 Maintenance-Equipment-Police                            | 270.00             |
| 5330-3 Maintenance-Equipment-Maint                             | 206.04             |
| <b>Total 5330 Maintenance-Equipment</b>                        | <b>\$ 476.04</b>   |
| 5335-0 Maintenance - CITY PARK                                 | 9.98               |
| 5336-6 Park Grounds  | 79.26              |
| 5340 Maintenance-Vehicle                                       |                    |
| 5340-2 Maintenance-Vehicle-Police                              | 1,675.34           |
| 5340-3 Maintenance-Vehicle-Maint                               | 19.00              |
| <b>Total 5340 Maintenance-Vehicle</b>                          | <b>\$ 1,694.34</b> |
| 5355 Meals   |                    |
| 5355-1 Meals-Admin   | 285.76             |
| <b>Total 5355 Meals</b>  | <b>\$ 285.76</b>   |
| 5366 Neighborhood Infrastructure Reinvestment                  |                    |
| 5366-8 Neighborhood Infrastructure Reinvestment-Building& Code | 105.49             |
| <b>Total 5366 Neighborhood Infrastructure Reinvestment</b>     | <b>\$ 105.49</b>   |
| 5370 Office Supplies Expense                                   |                    |
| 5370-1 Office Supplies-Admin                                   | 163.13             |
| 5370-10 Office Supplies-Council/Mayor                          | 45.12              |
| 5370-2 Office Supplies-Police                                  | 203.00             |
| 5370-3 Office Supplies-Maint.                                  | 6.99               |
| 5370-8 Office Supplies-Building/Code                           | 142.25             |
| <b>Total 5370 Office Supplies Expense</b>                      | <b>\$ 560.49</b>   |
| 5371-0 Building Supplies                                       | 883.27             |
| 5380 Postage   |                    |
| 5380-8 Postage - Build/Code                                    | 100.00             |
| <b>Total 5380 Postage</b>                                      | <b>\$ 100.00</b>   |
| 5390 Records Management  |                    |
| 5390-1 Records Management-Admin                                | 170.00             |
| <b>Total 5390 Records Management</b>                           | <b>\$ 170.00</b>   |
| 5400 Printing  |                    |
| 5400-1 Printing- Admin.  | 273.80             |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
**May 2025**

|   | <b>Total</b>         |
|---|----------------------|
| <b>Total 5400 Printing</b>                    | <b>\$ 273.80</b>     |
| <b>5430 Salaries</b>                          |                      |
| 5430-1 Salaries-Admin                         | 19,212.65            |
| 5430-10 Salaries-Council/Mayor                | 100.00               |
| 5430-2 Salaries-Police                        | 37,284.90            |
| 5430-3 Salaries-Maint                         | 11,104.36            |
| 5430-4 Salaries-Other-Judicial                | 3,292.72             |
| 5430-6 Salaries-Park                          | 2,717.26             |
| 5430-8 Salaries-Building/Code-                | 4,129.46             |
| <b>Total 5430 Salaries</b>                    | <b>\$ 77,841.35</b>  |
| <b>5460 Telephone and Internet</b>            |                      |
| 5460-0 Tel/Internet-Multi Dept.               | 890.70               |
| 5460-1 Tel/Internet-Admin.                    | 213.53               |
| 5460-2 Tel/Internet-Police                    | 450.18               |
| 5460-3 Tel/Internet-Maint.                    | 84.81                |
| 5460-8 Tel/Internet-Building/Code             | 109.80               |
| <b>Total 5460 Telephone and Internet</b>      | <b>\$ 1,749.02</b>   |
| <b>5470 Travel Expense</b>                    | <b>333.71</b>        |
| <b>5480 Training/Education Expense</b>        |                      |
| 5480-2 Training/Education Expense-Police      | 197.00               |
| <b>Total 5480 Training/Education Expense</b>  | <b>\$ 197.00</b>     |
| <b>5490 Uniforms</b>                          |                      |
| 5490-3 Uniforms-Maint                         | 185.12               |
| 5490-6 Uniforms-Park                          | 33.16                |
| 5490-9 Uniforms-Animal Control                | 77.16                |
| <b>Total 5490 Uniforms</b>                    | <b>\$ 295.44</b>     |
| <b>5500 Utilities/Electricity</b>             |                      |
| 5500-0 Utilities/Electricity-Multi Dept       | 931.21               |
| 5500-3 Utilities/Electricity-Multi Dept-Maint | 54.38                |
| 5500-6 Utilities/Electricity-Park             | 136.00               |
| <b>Total 5500 Utilities/Electricity</b>       | <b>\$ 1,121.59</b>   |
| <b>5510 Utilities/Water</b>                   |                      |
| 5510-0 Utilities/Water-Multi Dept             | 245.07               |
| 5510-6 Utilities/Water-Park                   | 1,064.91             |
| <b>Total 5510 Utilities/Water</b>             | <b>\$ 1,309.98</b>   |
| <b>5540-0 Website-Multi Dept.</b>             |                      |
| 5540-1 Website-Multi Dept.-Admin              | 300.00               |
| <b>Total 5540-0 Website-Multi Dept.</b>       | <b>\$ 300.00</b>     |
| <b>Total 5000 Expenditures</b>                | <b>\$ 294,271.19</b> |

**CITY OF TOOL**  
**Statement of Revenues & Expenditures**  
May 2025

|   | <u>Total</u>          |
|---|-----------------------|
| <b>6000 Payroll Expenses</b>                    |                       |
| Taxes   | 0.00                  |
| xxxxx6500 Payroll Taxes Total                   | 0.01                  |
| 6500-1 Payroll Taxes - Admin                    | 1,469.77              |
| 6500-2 Payroll Taxes- Police                    | 2,852.26              |
| 6500-3 Payroll Taxes- Maint                     | 849.50                |
| 6500-4 Payroll Taxes- Judicial                  | 251.89                |
| 6500-6 Payroll Taxes-Park-6                     | 226.89                |
| 6500-8 Payroll Taxes- Building/Code             | 315.90                |
| Total xxxxx6500 Payroll Taxes Total             | <u>\$ 5,966.22</u>    |
| Total 6000 Payroll Expenses                     | <u>\$ 5,966.22</u>    |
| <b>Total Expenses</b>                           | <u>\$ 300,237.41</u>  |
| <b>Net Operating Income</b>                     | <u>\$ (61,345.85)</u> |
| <b>Other Income</b>                             |                       |
| 4800 Interest Earned                            |                       |
| 4800-a Interest Income-Ad Valorem               | 2,517.07              |
| 4800-b Interest Income-Capitol Improvement      | 2,203.75              |
| 4800-c Interest Income-Emergency Fund           | 1,603.77              |
| 4800-d Interest Income-General Fund             | 0.51                  |
| 4800-e Interest Income-Hotel-Motel Tax          | 407.87                |
| 4800-f Interest Income-Municipal Fund           | 105.92                |
| 4800-g Interest Income-Municipal Security       | 0.26                  |
| 4800-h Interest Income-Public Funds MM 9        | 52.53                 |
| 4800-i Interest Income-Public Funds MM 10       | 841.53                |
| 4800-k Interest Income-Municipal Tech           | 0.04                  |
| 4800-l Interest Earned - Park Construction Acct | 142.90                |
| Total 4800 Interest Earned                      | <u>\$ 7,876.15</u>    |
| 4801-Credit Card Rebate                         | 162.77                |
| <b>Total Other Income</b>                       | <u>\$ 8,038.92</u>    |
| <b>Net Other Income</b>                         | <u>\$ 8,038.92</u>    |
| <b>Net Decrease to Fund Balance</b>             | <u>\$ (53,306.93)</u> |

| <div>CITY HALL</div> <div>701 N TOOL DR, TOOL. TX 75143</div> <div>BUILDER: NEW BEGINNINGS CUSTOM HOMES LLC</div> <div>(AS OF 05/31/2025)</div> |                              |               |               |                 |              |                  |
|---|------------------------------|---------------|---------------|-----------------|--------------|------------------|
| Construction Phase Description  | Percentage of Total Contract | Budget Amount | Change Orders | Adjusted Budget | Amount Spent | Remaining Budget |
| Commencement Fee  |                              | \$ 30,000.00  |               | \$ 30,000.00    | \$ 30,000.00 | -                |
| Dirt Work   | 2%                           | 13,900.00     | -             | 13,900.00       | 13,900.00    | -                |
| Foundation Poured   | 14%                          | 97,300.00     | -             | 97,300.00       | 97,300.00    | -                |
| Walls Framed  | 11%                          | 76,450.00     | -             | 76,450.00       | 76,450.00    | -                |
| Roof Framed   | 3%                           | 20,850.00     | -             | 20,850.00       | 20,850.00    | -                |
| Wall Sheathing  | 1%                           | 6,950.00      | -             | 6,950.00        | 6,950.00     | -                |
| Cornice and Soffit  | 2%                           | 13,900.00     | -             | 13,900.00       | 13,900.00    | -                |
| Roof Completed  | 5%                           | 34,750.00     | -             | 34,750.00       | 34,750.00    | -                |
| Plumbing Top-Out  | 3%                           | 20,850.00     | -             | 20,850.00       | 20,850.00    | -                |
| Windows   | 2%                           | 13,900.00     | -             | 13,900.00       | 15,400.00    | (1,500.00)       |
| Electric Rough-In   | 4%                           | 27,800.00     | -             | 27,800.00       | 27,800.00    | -                |
| Exterior Doors  | 3%                           | 20,850.00     | -             | 20,850.00       | 20,850.00    | -                |
| Air-Conditioning and Heating Ducts  | 3%                           | 20,850.00     | -             | 20,850.00       | 20,850.00    | -                |
| Insulation - Walls  | 2%                           | 13,900.00     | -             | 13,900.00       | 13,900.00    | -                |
| Exterior Cladding   | 3%                           | 20,850.00     | -             | 20,850.00       | 20,850.00    | -                |
| Stone Work Complete   | 4%                           | 27,800.00     | -             | 27,800.00       | 27,800.00    | -                |
| Sheetrock Hung  | 4%                           | 27,800.00     | -             | 27,800.00       | 27,800.00    | -                |
| Sheetrock Taped and Floated   | 1%                           | 6,950.00      | -             | 6,950.00        | 6,950.00     | -                |
| Interior Doors  | 5%                           | 34,750.00     |               | 34,750.00       | 34,750.00    | -                |
| Cabinets  | 4%                           | 27,800.00     |               | 27,800.00       | 27,800.00    | -                |
| Painting Complete   | 4%                           | 27,800.00     |               | 27,800.00       | 27,800.00    | -                |
| Mirrors/Glass   | 3%                           | 20,850.00     |               | 20,850.00       | 20,850.00    | -                |
| Countertops   | 2%                           | 13,900.00     |               | 13,900.00       | 13,900.00    | -                |
| Flooring Complete   | 5%                           | 34,750.00     |               | 34,750.00       | 37,550.00    | (2,800.00)       |
| Plumbing Fixtures Set   | 2%                           | 13,900.00     |               | 13,900.00       | 13,900.00    | -                |
| Light Fixtures  | 2%                           | 13,900.00     |               | 13,900.00       | 13,900.00    | -                |
| Compressor for Air Conditioner Installed  | 2%                           | 13,900.00     |               | 13,900.00       | 13,900.00    | -                |
| Drives, Walks, and Patios   | 3%                           | 20,850.00     |               | 20,850.00       | 20,850.00    | -                |
| Landscaping Complete & Utilities Connected  | 1%                           | 6,950.00      | -             | 6,950.00        | 10,319.80    | (3,369.80)       |
| Adds  |                              |               |               |                 |              |                  |
| Switch and dedicated homerun for microwave  |                              |               | 350.00        | 350.00          | 350.00       | -                |
| Battery insulation to walls   |                              |               | 6,500.00      | 6,500.00        | 6,500.00     | -                |
| Water Line for refrigerator   |                              |               | 500.00        | 500.00          | 500.00       | -                |
| TTC Security Services Cameras   |                              |               | 10,975.50     | 10,975.50       | 10,975.50    | -                |
| Counter in breakroom  |                              |               | 1,750.00      | 1,750.00        | 1,750.00     | -                |
| Installation of Overhead Secondary Service  |                              |               | 1,251.45      | 1,251.45        | 1,251.45     | -                |
| Light Fixture Allowance Credit  |                              |               | (16,330.56)   | (16,330.56)     | (16,330.56)  | -                |
| Plumbing Fixture Allowance  |                              |               | (927.36)      | (927.36)        | (927.36)     | -                |
| Cabling & Security Equipment (11-21-2024)   |                              | 48,955.68     |               | 48,955.68       | 52,723.94    | (3,768.26)       |
| Furniture (11-21-2024)  |                              | 36,000.00     |               | 36,000.00       | 23,024.41    | 12,975.59        |
| TDLR Report   |                              |               | 802.55        | 802.55          | 802.55       | -                |
| TOTAL CITY HALL BUDGET  | 100%                         | 809,955.68    | 4,871.58      | 814,827.26      | 813,289.73   | 1,537.53         |

| CITY CONSTRUCTION BANK ACCOUNT |    |           |
|--------------------------------|----|-----------|
| Bank Reconciliation            |    |           |
| Balance Per Bank Account       | \$ | 14,544.35 |
| Balance Per GL                 | \$ | 14,544.35 |
| Adjusted Balance               | \$ | 14,544.35 |

# Tool Municipal Court

## MAY Monthly Report

|                       |  |
|-----------------------|--|
| Money Collected:      | <ul style="list-style-type: none"> <li>Cash: \$8,074.10</li> <li>Check: \$0.00</li> <li>Money Order: \$319.60</li> <li>Online Payments: \$27,426.98</li> </ul>   |
|                       | <b>Total: \$ 35,820.68</b>   |
|                       | <div> <div>Money Collected</div> <div>\$ 35,820.68</div> </div> <div> <div>Remitted to State</div> <div>\$12,212.59</div> </div> <div> <div>OMNI</div> <div>\$112.32</div> <div>• P LFT2</div> </div> <div> <div>Security Fund</div> <div>\$ 656.44</div> <div>LBFS</div> </div> <div> <div>Technology Fund</div> <div>\$ 535.82</div> <div>LCTF</div> </div> <div> <div>Collection Fees</div> <div>\$1,864.44</div> <div>• P EC30</div> </div> <div> <div>Jury Fund</div> <div>\$13.51</div> <div>• P MJF</div> </div> <div> <div>Truancy Fund</div> <div>\$2.20</div> <div>• P TPF/TC</div> </div> <div> <div></div> <div>\$ 15,397.32</div> </div> <div> <div>Money Kept by City</div> <div>\$ 20,423.36</div> </div> |
| Number of Citations : | 167  |
| Number of Trials:     | 25   |
| Number of Hearing:    | 108  |
| Warrants:             | <ul style="list-style-type: none"> <li>Entered: 6</li> <li>Cleared: 13</li> </ul>  |
| Dismissals:           | <ul style="list-style-type: none"> <li>CLOSED : 161</li> <li>Community Service: 0</li> <li>Time Served: 2</li> </ul>   |



# Tool Police Department

701 N. Tool Drive | Tool, TX 75143  
Office 903-432-2550 | Fax 903-432-3867

Mayor and City Council,

## MONTHLY ACTIVITY REPORT

**Agency:** Tool Police Department

**Reporting Period:** May 2025

**Prepared By:** Chief Robert

**Position:** Chief of Police

### Chief of Police

Robert Walker,  
903.880-8872

[rwalker@tooltexas.org](mailto:rwalker@tooltexas.org)

## 1. Traffic Enforcement Activity

- **Total Traffic Stops:** 244
- **Citations Issued:** 180
- **Warnings Issued:** 64

Traffic enforcement efforts remained consistent this month, with an emphasis on visibility and voluntary compliance. Officers focused patrols on known problem areas, school zones, and major thoroughfares. The citation-to-warning ratio reflects a balanced approach between enforcement and officer discretion.

## 2. Criminal Offenses

- **Criminal Trespass:** 1
- **Terroristic Threats:** 2
- **Sexual Abuse of a Minor:** 1
- **Evading Arrest with a Motor Vehicle:** 1

Criminal activity remains low but not insignificant. The sexual abuse of a minor case has been referred for investigative follow-up and interagency coordination with child protective services. The evading incident involved a vehicle pursuit which concluded without injury. Both terroristic threat cases involved verbal threats at separate locations and were handled in accordance with applicable statutes.

## 3. Mental Health Response

- **Suicidal Subject Response:** 1

A single mental health incident was reported this month involving a suicidal subject. The responding officer was able to de-escalate the situation and coordinate with EMS for transport to a mental health facility. This incident underscores the continued need for mental health response training and interagency cooperation.

#### **4. Summary**

Total enforcement and criminal incident activity for the month demonstrates steady patrol coverage and a proactive stance on both traffic and criminal violations. Officers exercised sound judgment in distinguishing between citations and warnings during stops, and appropriate enforcement action was taken in all criminal matters. The department continues to prioritize public safety, community trust, and responsible enforcement practices.

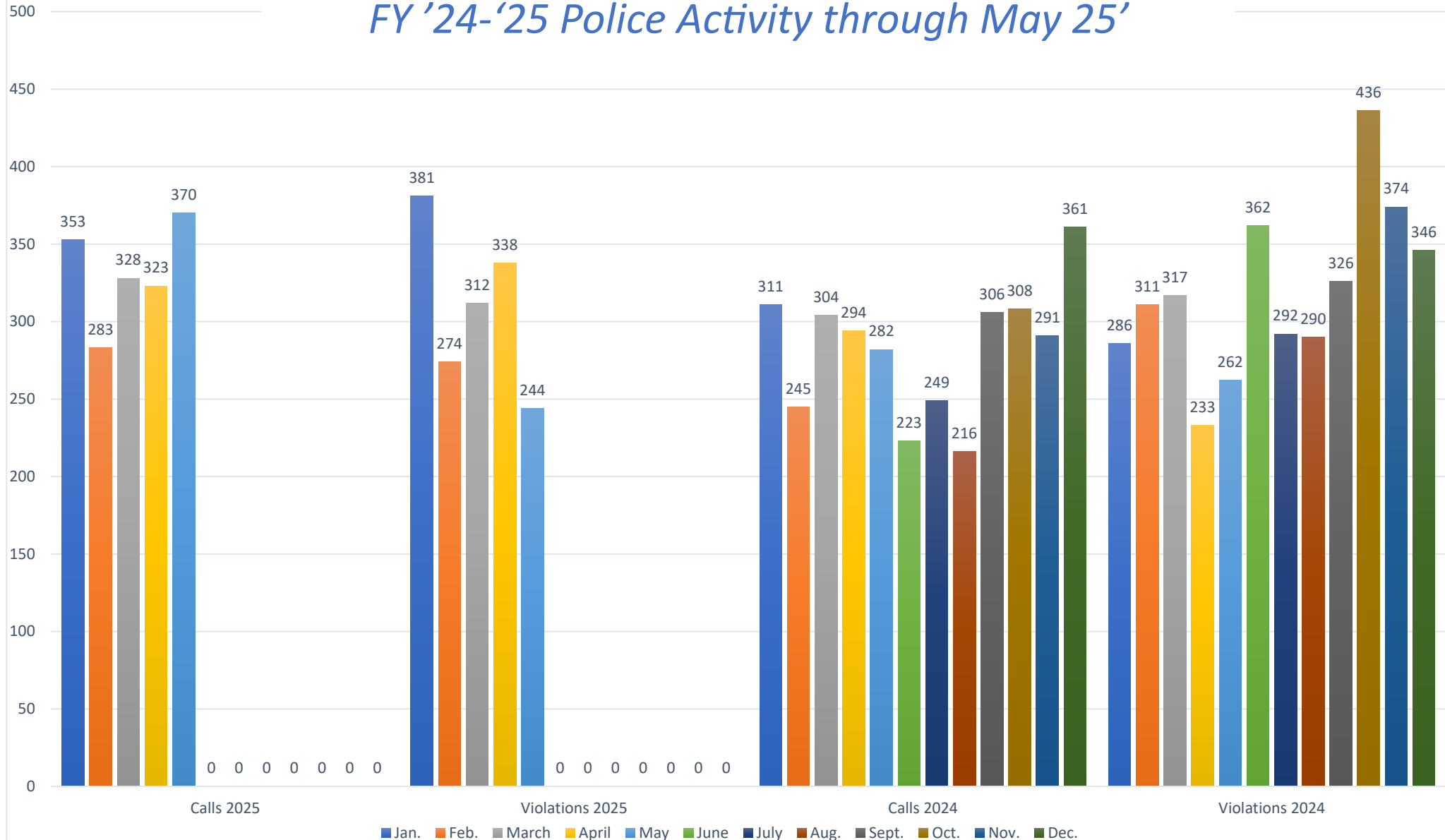
Thank You,

Chief Robert Walker



# Tool Police Department

*FY '24-'25 Police Activity through May 25'*





## May 2025 - Maintenance Report

| Week Of  | Road Repairs | Culverts & Ditches | Trees | City Property Maint. | Citizen Work Orders | Misc. | After Hours | Material Expense |
|----------|--------------|--------------------|-------|----------------------|---------------------|-------|-------------|------------------|
| May 1st  |              | 1                  |       |                      |                     | 2     |             |                  |
| May 5th  | 2            | 4                  |       | 1                    |                     | 3     |             | \$ 550.00        |
| May 12th | 2            | 2                  | 1     | 2                    | 3                   | 6     |             | \$ 575.00        |
| May 19th | 1            | 1                  |       | 2                    |                     | 3     |             | \$ 125.00        |
| May 26th |              | 1                  | 5     | 4                    | 2                   | 2     | 1           |                  |
| TOTALS   | 5            | 9                  | 6     | 9                    | 5                   | 16    | 1           | \$1,250          |



701 N. Tool Dr.  
Tool, TX 75143

Office: 903.432.3522  
Fax: 903.432.3867

www.tooltexas.org  
fmartin@tooltexas.org

## City Of Tool Maint Report for the week of: 5/1 - 5/2/25

| Day       | Location     | Action               | Equipment        | Material | Cost | Frank M. | Jeff | Troy | Notes                  |
|-----------|--------------|----------------------|------------------|----------|------|----------|------|------|------------------------|
| Monday    |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
| Tuesday   |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
| Wednesday |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
| Thursday  | Maint Office | Reports/Emails/Sched | Phone Calls      |          |      |          | 1    |      | Troy Off ---- Brad Off |
|           | Maint Barn   | Ck.Equip.            | Dmp.Trk./Backhoe |          |      |          | 1    |      |                        |
|           | Guam         | Ditch / Shot Grade   | Trk.Trk./Backhoe |          |      |          | 6    |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
| Friday    | Maint Office | Reports/Emails/Sched | Phone Calls      |          |      |          | 1    |      | Troy Off --- Brad Off  |
|           | Park         | Park Maint           |                  |          |      |          | 4    |      |                        |
|           | Buy - Low    | Parts                |                  |          |      |          | 0.5  |      |                        |
|           | Maint Barn   | Repair Equip.        |                  |          |      |          | 2.5  |      |                        |
|           |              |                      |                  |          |      |          |      |      |                        |
| Total     |              |                      |                  |          | \$ - | 0        | 16   | 0    |                        |



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## City Of Tool Maint Report for the week of: 5/5 - 5/09/25

| Day       | Location                | Action                      | Equipment              | Material       | Cost      | Brad | Jeff | Troy | Notes                |
|-----------|-------------------------|-----------------------------|------------------------|----------------|-----------|------|------|------|----------------------|
| Monday    | Maint Office            | Reports/Emails/Sched.       | Phone Calls            |                |           | 1    | 1    |      | Troy Off             |
|           | OWCC                    | Bld. Maint./Heat Element    | Hand Tools             |                |           |      | 2    |      | Rain @ 2:00          |
|           | Park                    | Park Maint.                 |                        |                |           | 5    | 3    |      |                      |
|           | Maint Barn              | Service Equip.              |                        |                |           |      |      |      |                      |
|           | All City Culverts       | Ck & Clear                  | Trk./Hand Tools        |                |           | 2    | 2    |      |                      |
| Tuesday   | Maint Office            | Reports/Emails/Sched.       | Phone Calls            |                |           | 1    | 1    |      | Troy Off             |
|           | Park                    | Park Maint.                 |                        |                |           | 3    | 3    |      | Rained 4" in an Hour |
|           | All City Culverts       | Ck & Clear / Videos         | Trk. Hand Tools        |                |           | 4    | 4    |      |                      |
|           |                         |                             |                        |                |           |      |      |      |                      |
|           | Mason Ln. @ Culvert     | <a href="#">Road Damage</a> |                        |                |           |      |      |      | County               |
| Wednesday | Maint Office            | Reports/Emails/Sched        | Phone Calls            |                |           | 1    | 1    |      | Troy Off             |
|           | Park                    | Park Maint.                 |                        |                |           | 4    | 3    |      |                      |
|           | Lowe's /Wal-Mart        | Supplies                    | Trk.                   |                |           | 2    | 2    |      |                      |
|           | 800 Oak Cir. / Storage  | Sirens Moved                | Tractor                |                |           | 1    | 1    |      |                      |
|           | Maint Barn              | Repair Equip.               |                        |                |           |      | 1    |      |                      |
| Thursday  | Maint Office            | Reports/Emails/Sched        | Phone Calls            |                |           | 1    | 1    |      | Troy Off             |
|           | Park                    | Park Maint                  |                        |                |           | 7    |      |      |                      |
|           | 100 Kingsway            | Road @ Culvertd Damaged     | Trk./Saw/Hand Tools    |                |           |      | 3    |      | W/O                  |
|           | Towering Oaks @ Hwy.274 | Large Holes                 | Backhoe/Dmp.Trk.       | Cold Mix       | \$ 350.00 |      | 2.5  |      | W/O                  |
|           | Kalaura Way             | Sink Hole                   | Backhoe/Dmp.Trk.       | Base Rock      | \$ 50.00  |      | 1.5  |      | W/O                  |
| Friday    | Maint Office            | Reports/Emails/Sched.       | Phone Calls            |                |           |      | 1    |      | Brad off             |
|           | Park                    | Park Maint.                 |                        |                |           |      | 3    |      |                      |
|           | 100 Kingsway            | Road & Culvert Damaged      | Backhoe/Trk./Saw/Tools | Steel/Cold Mix | \$ 150.00 |      | 4    |      |                      |
|           |                         |                             |                        |                |           |      |      |      |                      |
|           |                         |                             |                        |                |           |      |      |      |                      |
| Total     |                         |                             |                        |                | \$ 550.00 | 32   | 40   | 0    |                      |



701 N. Tool Dr. Office: 903.432.3522 www.tooltexas.org  
 Tool, TX 75143 Fax: 903.432.3867 fmartin@tooltexas.org

## City Of Tool Maint Report for the week of: 5/12 - 5/16/25

| Day       | Location            | Action                          | Equipment                 | Material     | Cost      | Brad      | Jeff | Troy | Notes                     |
|-----------|---------------------|---------------------------------|---------------------------|--------------|-----------|-----------|------|------|---------------------------|
| Monday    | Maint Office        | Reports/Emails/Sched.           | Phone Calls               |              |           | 1         | 1    |      | Troy Off                  |
|           | Maint Barn          | Unload & Load Trl.              | Trk.Trl./Backhoe          |              |           |           | 2    |      |                           |
|           | Park                | Park Maint                      |                           |              |           | 7         | 2    |      |                           |
|           | Mason Ln            | Barricade Road                  | Trk.Trl./Backhoe          |              |           |           | 2    |      |                           |
|           | Inner Circle        | Inspect Culvert                 | Trk.                      |              |           |           | 0.5  |      |                           |
|           | Shoreline Dr.       | Inspect Road Damage             | Trk.                      |              |           |           | 0.5  |      |                           |
| Tuesday   | Maint Office        | Reports/Emails/Sched.           | Phone Calls               |              |           | 1         | 1    |      | Troy Off                  |
|           | Park                | Park Maint.                     |                           |              |           | 7         | 1.5  |      |                           |
|           | Maint Barn / Valero | Ck Equip./Fuel                  | Dmp.Trk./Backhoe          |              |           |           | 1    |      |                           |
|           | 125 Shoreline Dr    | Saw Cut & Dig Out               | Dmp.Trk./Backhoe          |              |           |           | 4    |      | W/O                       |
|           | Arnold Hills Road   | Trash in ditch                  | Trk.                      |              |           |           | 0.5  |      |                           |
|           | Arnold Hills Road   | <a href="#">Mow Right A Way</a> | Kubota                    |              |           |           |      |      |                           |
| Wednesday | Maint Office        | Reports/Emails/Sched.           | Phone Calls               |              |           | 1         | 1    |      | Troy Off                  |
|           | Park                | Park Maint.                     |                           |              |           | 7         |      |      |                           |
|           | City ROW            | Mow ROW                         | Mahindra                  |              |           |           | 7    |      |                           |
|           |                     |                                 |                           |              |           |           |      |      |                           |
|           |                     |                                 |                           |              |           |           |      |      |                           |
| Thursday  | Maint Office        | Reports/Emails/Sched            | Phone Calls               |              |           | 1         | 1    |      | Troy Off                  |
|           | OWCC                | Set up for Meeting              |                           |              |           |           | 0.5  |      |                           |
|           | Maint Barn          | Ck.Equip./Grind Material        | Dmp.Trk/Loader/Grinder    |              |           |           | 1.5  |      |                           |
|           | Park                | Park Maint                      |                           |              |           | 7         |      |      |                           |
|           | 125 Shoreline       | Dig/Base/Asphalt                | Dmp.Trk/Loader/Hand Tools | Base/ColdMix | \$ 500.00 |           | 5    |      |                           |
|           |                     |                                 |                           |              |           |           |      |      |                           |
| Friday    | Maint Office        | Reports/Emails/Sched            | Phone Calls               |              |           | 1         | 1    |      | Troy Off                  |
|           | Park                | Park Maint                      |                           |              |           | 7         | 5    |      |                           |
|           | Maint Barn          | Set up Trash Off                |                           |              |           |           | 2    |      |                           |
|           | 800 Hills Ln.       | Ck. Culvert & Ditch             | Trk.                      |              |           |           |      |      | Per Julius                |
|           | 617 Torquoise Trl.  | Large Hole in Road              | Loader / Hand Tools       | Cold Mix     | \$ 75.00  |           |      |      | W/O                       |
|           | 2631 Jones Dr.      | Trees Limbs Hanging             | Trk./Saw                  |              |           |           |      |      | W/O                       |
|           | 2700 Lyndell        | 2 Dogs @ large                  | A/C Trk.                  |              |           |           |      |      | A/C Call - UTL - Patroled |
| Total     |                     |                                 |                           |              |           | \$ 575.00 | 40   | 40   | 0                         |



701 N. Tool Dr.  
Tool, TX 75143

Office: 903.432.3522  
Fax: 903.432.3867

www.tooltexas.org  
fmartin@tooltexas.org

## City Of Tool Maint Report for the week of: 5/19 - 5/23/25

| Day       | Location                | Action                             | Equipment               | Material  | Cost      | Brad | Jeff | Troy | Notes                                   |
|-----------|-------------------------|------------------------------------|-------------------------|-----------|-----------|------|------|------|---|
| Monday    | Maint Office            | Reports/Emails/Sched.              | Time Sheets/Phone Calls |           |           | 1    | 1    |      | Troy Off                                |
|           | Park                    | Park Maint                         |                         |           |           | 7    | 6    |      | Sprinkled on & Off                      |
|           | 805 Oak Cir. / Storage  | Bld. Maint.                        |                         |           |           |      | 1    |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           | Avant Rd.               | <a href="#">Inspect Road - W/O</a> |                         |           |           |      |      |      |   |
| Tuesday   | Maint Office            | Reports/Emails/Sched               | Phone Calls             |           |           | 1    | 1    |      | Troy Off                                |
|           | Park                    | Park Maint                         |                         |           |           | 7    | 2    |      |   |
|           | Maint Barn              | Ck.Equip./Grind Material           | Mowers/Grinder          |           |           |      |      |      |   |
|           | City Hall / Lots / M.B. | Mow                                | Mowers                  |           |           |      | 5    |      |   |
|           | Arnold Hills Rd.        | Edge Caving In                     | Trk./Hand Tools         | Cold Mix  | \$ 125.00 |      |      |      |   |
|           | Park                    | Back Flow Valve Leaking            |                         |           |           |      |      |      | Met with WCCMUD                         |
| Wednesday | Maint Office            | Reports/Emails/Sched               | Phone Calls             |           |           | 1    | 1    |      | Troy Off                                |
|           | Park                    | Park Maint                         |                         |           |           | 7    | 4    |      | Per Julius                              |
|           | Inner Cir. / City Hall  | Drainage / Culvert                 | Trk.                    |           |           |      | 3    |      | Julius, Frank, Jeff met with Contractor |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
| Thursday  | Maint Office            | Reports/Emails/Sched.              | Phone Calls             |           |           | 1    | 1    |      | Troy Off                                |
|           | Park                    | Park Maint                         |                         |           |           | 6.5  |      |      |   |
|           | Maint Barn / Valero     | Ck. Equip. / Fuel                  | Mowers/Boomcutter       |           |           | 0.5  | 1    |      |   |
|           | City ROW                | Mow                                |                         |           |           |      | 6    |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           | Oak Ridge               | Repair Ruts                        | Loader/Hand Tools       | Fill Dirt |           |      |      |      | Siren Trk. Made Big Ruts                |
| Friday    | Maint Office            | Reports/Emails/Sched.              | Phone Calls             |           |           | 1    | 1    |      | Troy Off                                |
|           | Park                    | Park Maint                         |                         |           |           | 7    | 5    |      |   |
|           | Maint Barn              | Ck & Service Equip.                |                         |           |           |      | 2    |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
|           |                         |                                    |                         |           |           |      |      |      |   |
| Total     |                         |                                    |                         |           | \$ 125.00 | 40   | 40   | 0    |   |



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## City Of Tool Maint Report for the week of: 5/26/25 - 5/30/25

| Day       | Location                   | Action                | Equipment             | Material | Cost | Brad | Jeff | Troy | Notes              |
|-----------|----------------------------|-----------------------|-----------------------|----------|------|------|------|------|--------------------|
| Monday    | Memorial Day               |                       |                       |          |      |      |      |      |                    |
|           | Closed                     |                       |                       |          |      |      |      |      |                    |
|           | Holiday                    |                       |                       |          |      |      |      |      |                    |
|           |                            |                       |                       |          |      |      |      |      |                    |
|           |                            |                       |                       |          |      |      |      |      |                    |
| Tuesday   | Maint Office               | Reports/Emails/Sched. | Phone Calls           |          |      |      | 1    |      | Troy Off           |
|           | Lakeway/Lover's/CedarCrest | Ck.down Trees         | Trk.                  |          |      |      | 1    |      | Brad in 9:30       |
|           | Park                       | Park Maint            |                       |          |      | 5.5  | 4    |      |                    |
|           | Cherokee Trace @ Yawl      | Big Tree Down         | Trk./Loader           |          |      |      | 1    |      |                    |
|           | City Hall                  | Bld. Maint            | Hand Tools            |          |      |      | 1    |      |                    |
| Wednesday | Maint Office               | Reports/Emails/Sched. | Phone Calls           |          |      | 1    | 1    |      | Troy Off           |
|           | Park                       | Park Maint            |                       |          |      | 7    | 2    |      | Rain @ 11:00       |
|           | 903 Shoreline Dr           | Big Tree Down         | Trk./Saws             |          |      |      | 3    |      |                    |
|           | P.D. / OWCC                | Bld. Maint            |                       |          |      |      | 1    |      |                    |
|           | Maint Barn                 | Repair Equip.         | Plate Packer          |          |      |      | 1    |      |                    |
| Thursday  | Maint Office               | Reports/Emails/Sched. | Phone Calls           |          |      | 1    | 1    |      | Troy Off           |
|           | Park                       | Park Maint            |                       |          |      | 7    |      |      |                    |
|           | Lover's Ln                 | Culvert Damage        | Trk. /Pictures        |          |      |      | 1.5  |      | Per the Mayor      |
|           | Maint Barn                 | Ck. Equip.            | Boomcutter /Weedeater |          |      |      | 1    |      |                    |
|           | Owhyne @ Creek             | Boomcut / Weedeat     | Boomcutter /Weedeater |          |      |      | 4.5  |      | W/O                |
| Friday    | Maint Office               | Reports/Emails/Sched. | Phone Calls           |          |      | 1    | 1    |      | Troy Off           |
|           | Park                       | Park Maint            |                       |          |      | 6    |      |      | Early Morning Rain |
|           | Trade Winds                | Big Tree Branch Down  | Trk. / Saw            |          |      |      | 1    |      | W/O                |
|           | Maint Barn                 | Service&Repair Equip. |                       |          |      |      | 4    |      |                    |
|           | City Hall - Ditches        | Mow&Weedeat           | Mower&Weedeaters      |          |      | 1    | 2    |      |                    |
| Total     |                            |                       |                       |          |      | \$ - | 29.5 | 32   | 0                  |

| Type of Construction              | Permit #  | Subdivision        | Project Address      | Issued Date | Fees Paid   | Balance   | Estimated Cost of Project |
|-----------------------------------|-----------|--------------------|----------------------|-------------|-------------|-----------|---------------------------|
| Accessory Building, (Residential) | 25-000077 | Paradise Bay       | 1101 Tupuna Ct       | 05/19/2025  | \$ 75.00    | \$ -      | \$ 10,000.00              |
| Alarm Permit (Residential)        | 25-000076 | Lakeway Estates    | 109 Ridgeoak Way     | 05/05/2025  | \$ -        | \$ 50.00  |                           |
| Electrical Permit (Residential)   | 25-000100 | Cedar Crest Shores | 305 Shore Line Dr    | 05/28/2025  | \$ 200.00   | \$ -      | \$ 2,998.00               |
| Electrical Permit (Residential)   | 25-000089 | Royal Oaks         | 1311 Kingsway        | 05/21/2025  | \$ 200.00   | \$ -      | \$ 3,400.00               |
| Fence Permit (Residential)        | 25-000101 | Paradise Bay       | 313 Kapuna Dr        | 05/28/2025  | \$ 75.00    | \$ -      |                           |
| Fireworks Permit,                 | 25-000082 | Cedar Creek Center | 615 Suncrest Dr      | 05/23/2025  | \$ 550.00   | \$ -      |                           |
| Fireworks Permit,                 | 25-000095 |                    | 1912 S Tool Dr       | 05/23/2025  | \$ 550.00   | \$ -      |                           |
| Garage Sale Permit (Residential)  | 25-000078 | Cedar Creek Center | 404 Sunshine         | 05/15/2025  | \$ -        | \$ 5.00   |                           |
| Garage Sale Permit (Residential)  | 24-000105 | Paradise Bay       | 1000 Owhyhe Rd       | 05/05/2025  | \$ 5.00     | \$ -      |                           |
| General Construction,             | 25-000054 | Villa Cove         | 201 Isle Of View Dr  | 05/15/2025  | \$ 75.00    | \$ -      |                           |
| General Construction,             | 24-000112 | Arnold Hills       | 401 Tangle Dr        | 05/27/2025  | \$ 200.00   | \$ -      |                           |
| New Building Permit (Commercial)  | 25-000088 |                    | 1007 S Tool Dr       | 05/20/2025  |             | \$ -      |                           |
| New Building Permit (Residential) | 25-000073 | Paradise Bay       | 404 Luzon St         | 05/15/2025  | \$ 2,027.15 | \$ -      | \$ 170,000.00             |
| New Building Permit (Residential) | 25-000081 | Paradise Bay       | 190 Kapuna Dr        | 05/29/2025  | \$ 1,734.00 | \$ -      | \$ 220,000.00             |
| New Building Permit (Residential) | 25-000059 | Cedar Crest Shores | 714 Cedarcrest Dr    | 05/05/2025  | \$ 1,314.90 | \$ -      | \$ 110,000.00             |
| Mobile Home                       | 25-000097 | Royal Oaks         | 701 Queens Dr        | 05/30/2025  | \$ 575.00   | \$ -      | \$ 99,000.00              |
| New Building Permit (Residential) | 25-000001 | Heatherwoods       | 521 Winding Shore Dr | 05/14/2025  | \$ 2,194.90 | \$ -      | \$ 500,000.00             |
| Plumbing Permit (Residential)     | 25-000075 | Red Sails          | 1900 Hardy Rd        | 05/05/2025  | \$ 200.00   | \$ -      | \$ 1,000.00               |
| Foundation                        | 25-000090 | Royal Way          | 216 Royal Way        | 05/21/2025  | \$ -        | \$ -      | \$ 8,500.00               |
| Foundation                        | 25-000092 | Arnold Hills       | 201 Tangle Dr        | 05/21/2025  | \$ -        | \$ -      | \$ 11,976.00              |
| Roofing Permit (Residential)      | 25-000086 | Paradise Bay       | 1612 Kanakoa Dr      | 05/15/2025  | \$ 200.00   | \$ -      | \$ 15,915.64              |
| Roofing Permit (Residential)      | 25-000087 |                    | 1212 S Tool Dr       | 05/19/2025  | \$ 200.00   | \$ -      |                           |
| Roofing Permit (Residential)      | 25-000012 |                    | 720 E Will White Rd  | 05/05/2025  | \$ -        | \$ 200.00 | \$ 10,300.00              |
| Roofing Permit (Residential)      | 25-000104 |                    | N. Tool Dr           | 05/29/2025  | \$ 200.00   | \$ -      | \$ 5,500.00               |



| Case Number | Case Title                          | Case Description          | Status         | Case Officer  | Date Started           | Elapsed Time                   | Violations | Cases Corrected | Address             |
|-------------|-------------------------------------|---------------------------|----------------|---------------|------------------------|--------------------------------|------------|-----------------|---------------------|
| 25-000081   | Tall Weeds and Grass                | Overgrown brush and trees | Active         | Lacosta Davis | 05/02/2025 at 8:38 AM  | 1 month 2 days 2 hours 45 mins | 1          |                 | 0 Tr 7 St Hwy 274   |
| 25-000082   | Tall Weeds and Grass                |                           | Active         | Lacosta Davis | 05/02/2025 at 9:58 AM  | 1 month 2 days 1 hour 25 mins  | 1          |                 | 1 1905 Island Cir   |
| 25-000083   | Accessory Building, Yard Height and |                           | Closing Status | Lacosta Davis | 05/07/2025 at 11:52 AM | 20 days 22 hours 25 mins       | 1          |                 | 1 2011 Island Cir   |
| 25-000084   | Tall Weeds and Grass                |                           | Active         | Lacosta Davis | 05/07/2025 at 2:03 PM  | 26 days 21 hours 20 mins       | 1          |                 | 0 1107 Owhyhe Rd    |
| 25-000085   | Tall Weeds and Grass                |                           | Active         | Lacosta Davis | 05/07/2025 at 2:55 PM  | 26 days 20 hours 28 mins       | 1          |                 | 0 720 Oahu Loop     |
| 25-000086   | Tall Weeds and Grass                |                           | Active         | Lacosta Davis | 05/12/2025 at 2:28 PM  | 21 days 39 mins                | 1          |                 | 1 1401 Sunset Ct    |
| 25-000087   | Disposal of Human Excreta           |                           | Active         | Lacosta Davis | 05/14/2025 at 1:45 PM  | 19 days 21 hours 38 mins       | 2          |                 | 0 910 Crown Dr      |
| 25-000088   | Dangerous Building                  |                           | Active         | Lacosta Davis | 05/16/2025 at 12:26 PM | 17 days 22 hours 57 mins       | 4          |                 | 0 613 Turquoise Trl |
| 25-000089   | Short Term Rental Registrations     |                           | Active         | Lacosta Davis | 05/20/2025 at 3:18 PM  | 13 days 20 hours 5 mins        | 1          |                 | 0 1621 Oak Shore Dr |
| 25-000090   | Tall Weeds and Grass                |                           | Active         | Lacosta Davis | 05/28/2025 at 12:43 PM | 5 days 22 hours 40 mins        | 2          |                 | 0 Shoreline Dr      |



APPLICATIONS: 41

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| Reason: All  | Department: All                   | Type: All                       | Manager: All                   |  |  |
|--|-----------------------------------|---------------------------------|--------------------------------|--|--|
| Application Details:   | Start Date:                       | Type:                           | Department:                    | Contacts:  | Address:   |
| ✓ 24-000032<br>Completed<br>Moonlight Chalet                 | 12/20/2024<br>\$87.46             | Short Term Rental License       | Building Department            | Janice Katherine & George Brooks Haney<br>Moonlight Chalet                                   | 1621 Oak Shore USA 75143<br><a href="#">View Map</a>                     |
| ✓ 24-000031<br>Completed                                     | 12/14/2024<br>\$217.03            | Short Term Rental License       | Building Department            | Gregory O'Brien<br>Obrian Property Management LLV<br><a href="#">View 1 more</a>             | 1923 Cherokee USA 75143<br><a href="#">View Map</a>                      |
| 24-000030<br>Completed<br>Request for a short te             | 12/09/2024<br>spoke 6/5           | Short Term Rental License       | Building Department            | Kevin Chalmers<br>Legacy REI Group<br><a href="#">View 1 more</a>                            | 304 Oak Ln, Too<br><a href="#">View Map</a>                              |
| ✓ 24-000029<br>Completed<br>Need permit for short            | 11/26/2024<br>\$0                 | Short Term Rental License       | Building Department            | Peter Silva<br><a href="#">View 1 more</a>   | 209 <del>Lead Harbor</del> Lake<br>USA 75143<br><a href="#">View Map</a> |
| <del>24-000028<br/>Completed<br/>Garden Center, Retail</del> | <del>09/25/2024</del>             | <del>Retail Store License</del> | <del>Building Department</del> | <del>Melania Shackelford<br/>Sunshine &amp; Blooms LLC<br/><a href="#">View 1 more</a></del> | <del>1000 N. Tool Dr.<br/>75143<br/><a href="#">View Map</a></del>       |
| ✓ 24-000027<br>Completed<br>\$0                              | 09/18/2024<br><del>REDACTED</del> | Short Term Rental License       | Building Department            | Kate Kruger<br>Drexel Property Management LLC<br><a href="#">View 1 more</a>                 | 115 Ridgeoak W 75143<br><a href="#">View Map</a>                         |
| X 24-000026<br>Canceled<br>SHORT TERM RENT                   | 09/12/2024<br>Remove              | Short Term Rental License       | Building Department            | BRIAN LE<br>JBK MILLENNIUM LLC<br><a href="#">View 1 more</a>                                | 1509 Carol Ln, 1 75143<br><a href="#">View Map</a>                       |
| ✓ 24-000025<br>Completed                                     | 09/12/2024<br>\$187.22            | Short Term Rental License       | Building Department            | Amanda Tso<br><a href="#">View 1 more</a>  | 221 Hillcrest Dr, 75143<br><a href="#">View Map</a>                      |
| ✓ 24-000024<br>Completed                                     | 08/23/2024<br>\$326.49            | Short Term Rental License       | Building Department            | Chris Knapp<br>Shoreline Getaways<br><a href="#">View 1 more</a>                             | 309 Shore Line I 75143<br><a href="#">View Map</a>                       |
| ✓ 24-000023<br>Completed<br>hort term rental licar           | 07/23/2024<br>\$783.95            | Short Term Rental License       | Building Department            | Andrew Jenkins<br>Tool Oak LLC<br><a href="#">View 1 more</a>                                | 311 Oak Ln, Too<br><a href="#">View Map</a>                              |

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St

Change Action:

Department All

Type All

Manager: All

Reason: All

Application Details:

Start Date:

Type:

Department:

Contacts:

Address:

24-000022

06/11/2024

Short Term Rental License

Building Department

Joel Verinder  
Shoreline View

305 Shore Line I  
USA 75143

Completed

emailed 6/5

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[View Map](#)

24-000021

06/11/2024

Short Term Rental License

Building Department

Rah2006 LLC

1808 Cherokee  
USA 75143

Completed

vmail 6/5

[View Map](#)

24-000020

04/22/2025

Short Term Rental License

Building Department

Morgan Page  
Whispering Springs

92 Tangle Dr, To  
USA 75143

Completed

\$0

[View 1 more](#)

[View Map](#)

24-000019

04/22/2025

Short Term Rental License

Building Department

Morgan Page  
Whispering Springs

1224 Whispering  
TX USA 75143

Completed

\$0

[View 1 more](#)

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24-000018

05/07/2024

Vendor License

Building Department

Melanie  
Shackelford

1000 N Tool Dr.  
USA 75143

Completed

Using the front of the

~~Sunshine & Blooming LLC~~

[View Map](#)

[View 1 more](#)

24-000017

05/06/2024

Short Term Rental License

Building Department

Mattlyn Vivo  
Vivo Aframe

1223 Whispe  
Spring

Completed

Remove

24-000016

05/06/2024

Short Term Rental License

Building Department

Randy & Cheryl  
Elledge

1709 Oak Shore  
USA 75143

Completed

\$98.45

[View Map](#)

24-000015

05/03/2024

Short Term Rental License

Building Department

Scott & Aguayo  
Raul Liska

708 Bora Bora C  
USA 75143

Completed

Remove

[View Map](#)

24-000014

05/01/2024

Short Term Rental License

Building Department

Gary & Joyce  
Duncanson

2005 Emma Dr,  
USA 75143

Completed

\$0

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24-000012

04/22/2024

Short Term Rental License

Building Department

Parnell Revocable

Emma Dr, Tool,  
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Completed

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APPLICATIONS: 41

Choose Action

Department: All

Type: All

Manager: All

Reason: All

|   | Application Details:                             | Start Date: | Type:                     | Department:         | Contacts:                                      | Address:                             |
|---|--|-------------|---------------------------|---------------------|--|--------------------------------------|
| X | 24-000011<br>Completed<br>Arboretum Rental       | 04/16/2024  | Short Term Rental License | Building Department | Samantha McCullough<br>View 1 more             | 1204 Tupuna Ct 75143<br>View Map     |
|   |  |             | Remove                    |                     |  |                                      |
| X | 24-000010<br>Completed                           | 04/12/2024  | Short Term Rental License | Building Department | Ashley Renee & Johnson Jeremiah Michael Purvis | 114 Wood Crest USA 75143<br>View Map |
|   |  |             | Remove                    |                     |  |                                      |
| ✓ | 24-000009<br>Completed                           | 04/12/2024  | Short Term Rental License | Building Department | Wendland Lovers                                | 708 Lovers Ln, 75143<br>View Map     |
|   |  |             | \$0                       |                     |  |                                      |
| ✓ | 24-000008<br>Completed                           | 04/12/2024  | Short Term Rental License | Building Department | Janie T & David Russell Dennis                 | 830 Emies Inlet, 75143<br>View Map   |
|   |  |             | \$1039.35                 |                     |  |                                      |
| ✓ | 24-000007<br>Completed                           | 04/10/2024  | Short Term Rental License | Building Department | Sean R & Kimberly D Self                       | 107 Janice Cir, 75143<br>View Map    |
|   |  |             | 90                        |                     |  |                                      |
| ✓ | 24-000006<br>Completed                           | 04/10/2024  | Short Term Rental License | Building Department | Cornelius T & Lisa M Fletcher                  | 1105 Holiday Dr, 75143<br>View Map   |
|   |  |             | \$217.42                  |                     |  |                                      |
| ✓ | 24-000005<br>Completed                           | 04/09/2024  | Short Term Rental License | Building Department | Jason & Schiele Kara Jones                     | 1713 Oak Shore USA 75143<br>View Map |
|   |  |             | \$334.24                  |                     |  |                                      |
| ✓ | 24-000004<br>Completed                           | 04/09/2024  | Short Term Rental License | Building Department | 316 Living Trust                               | 101 Sundown Tr 75143<br>View Map     |
|   |  |             | \$453.81                  |                     |  |                                      |
| ✓ | 24-000003<br>Completed<br>The property will be u | 04/28/2025  | Short Term Rental License | Building Department | Rabina Acharya<br>View 1 more                  | 308 Hickory Dr, 75143<br>View Map    |
|   |  |             | \$251.93                  |                     |  |                                      |
| X | 24-000002<br>Completed<br>Entire house - Short   | 04/02/2024  | Short Term Rental License | Building Department | Stephanie Shelton                              | 521 Shore Line 75143<br>View Map     |
|   |  |             | Remove                    |                     |  |                                      |

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|   |                 |                           |                     |                                |  |
|---|-----------------|---------------------------|---------------------|--------------------------------|--|
| Reason: All                               | Department: All | Type: All                 | Manager: All        | Reviewer: All                  |  |
| Application Details:                      | Start Date:     | Type:                     | Department:         | Contacts:                      | Address:   |
| 24-000001<br>Completed<br>319 online home | 03/05/2024      | Short Term Rental License | Building Department | Trung Nguyen<br>Dallas Cowboys | Trung Nguyen and Lendsay Jguyen<br>1219 Whispering Springs, Tool, TX USA 75143<br><a href="#">View Map</a> |

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211 W Will White - \$400 MS

2029 Emma - \$41.30 MS

517 Shoreline - \$323.86

The Ranch Hotel - \$1705.71

31 active registrations



701 N. Tool Dr.  
Tool, TX 75143

Office: 903.432.3522  
Fax: 903.432.3867

[www.tooltexas.org](http://www.tooltexas.org)  
[fmartin@tooltexas.org](mailto:fmartin@tooltexas.org)

## May Animal Control Report

|                               |          |
|-------------------------------|----------|
| <b>CALLS FOR SERVICE</b>      | <b>1</b> |
| <b>UNABLE TO LOCATE OWNER</b> | <b>1</b> |
| <b>RECOVERED</b>              |          |
| <b>HUMANE SOCIETY</b>         |          |
| <b>TRAPS SET</b>              |          |
| <b>ANIMALS TRAPPED</b>        |          |
| <b>Animal Complaints</b>      |          |
|                               |          |



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Julius Kizzee, City Administrator

Department: Administration

Agenda  
Item No.  
**9**

Is this a Budgeted Item? ☐ Yes ☐ No

☒ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: Memorandum of Understanding with City of Athens regarding Animal Quarantine Services

### **Summary of Agenda Item to be considered:**

The City of Tool has faced challenges in the past when it comes to quarantining animals that have been deemed vicious. Over the past few months, staff has been working with the City of Athens regarding the services and other ways to handle the issue. This agreement begins on July 1<sup>st</sup>, 2025 and will last for two years.

### **Agenda Item, as listed on the agenda:**

Consider and Take Action to enter into a Memorandum of Understanding with the City of Athens for Animal Quarantine Services, for the period of July 1st, 2025 to July 1st, 2027

### **Recommended Motion to Consider:**

“I move that we approve a Memorandum of Understanding with the City of Athens for animal quarantine services.”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF ATHENS AND THE CITY OF TOOL**

This Memorandum of Understanding (hereinafter referred to as the “Agreement”) is made and entered into by and between the City of Athens, (hereinafter referred to as “Athens”) and the City of Tool (hereinafter referred to as “Tool”) and is effective this the 1<sup>st</sup> day of July 2025. (“Effective Date”).

**RECITALS:**

WHEREAS, Tool desires to provide residents with animal quarantine services to preserve the public health and safety of the residents of Tool; and

WHEREAS, Tool, presently, is unable to provide animal quarantine services; and

WHEREAS, Athens has animal quarantine services and has the ability to furnish these services to Tool; and

WHEREAS, the parties hereto desire to enter into this Agreement to provide animal quarantine services at the highest level possible to Tool in accordance with the terms and conditions set forth herein; and

WHEREAS, all payments to be made hereunder shall be made from current revenues available to the paying party; and

WHEREAS, Tool has investigated and determined that it is in the best interest of its citizens to utilize Athens for the provision of animal quarantine services in accordance with the terms and conditions set forth in this Agreement.

**NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND CONSIDERATION PROVIDED FOR HEREIN, THE RECEIPT AND SUFFICIENCY OF WHICH ARE FOREVER CONFESSED, THE PARTIES HERETO AGREE TO THE FOLLOWING:**

**Section 1. Findings Incorporated.** All matters stated above in the preamble are found to be true and correct and are incorporated herein by references as if copies in their entirety.

**Section 2. Term.** This Agreement shall commence on July 1, 2025 and terminate on July 1, 2027. Any extension of the term of this Agreement, including any changes in the terms and conditions, shall require the approval of the cities of Athens and Tool.

**Section 3. Scope of Services.** Athens and Tool agree to the following services, personnel, and facilities:

- a. **Animal Quarantine:** In the event Tool must respond to an animal bite and require impound of an animal for quarantine, Tool will make an incident report to include date, time, location, animal description, animal’s owner, and contact information. Tool will

contact Athens requesting space for animal quarantine and if needed assistance capturing and transporting the animal. Tool will provide a copy of the incident report to Athens. Athens will oversee proper quarantine procedures within its facilities as set forth by state law. Tool will oversee proper quarantine procedures within its jurisdiction.

- b. Schedule of Fees: These fees shall be charged to Tool. Athens is not responsible for these fees:

Quarantine: \$25 a Day, \$250 Total (10 Day Quarantine)

Euthanasia (EU): \$40

Disposal: \$1.00 per animal lbs.

Rabies Testing: Shipping cost

Athens Response to Tool: Employee hourly rate, minimum 1 hour

#### **Section 4. Termination.**

- a. This Agreement may be terminated at any time, by either party, for any reason or no reason, upon giving ten (10) days written notice to the other party. In the event of such termination by either party, Athens will be compensated for all services performed to termination date, in addition to payments, if any, then due and as authorized by this Agreement.
- b. If Tool fails to make payment to Athens within thirty (30) days of receipt of an invoice, Athens may suspend services to Tool until such payment is rendered. Athens shall notify Tool of suspended services and resumption of services.

**Section 5. Notice and Payments.** Any notice, payment or refund provided or permitted to be given under this Agreement must be in writing via electronic mail or may be served by depositing same in the United States mail, addressed to the party to be notified, postage pre-paid and registered or certified with return receipt requested, or by delivering the same in person to such party via a hand-delivery service, Federal Express or any courier service that provides a return receipt showing the date of actual delivery of same, to the addressee thereof. Notice given in accordance herewith shall be effective upon receipt at the address of the addressee. For the purposes of notification, the addresses of the parties shall be as follows:

City of Tool  
Attn: Julius Kizzee, City Administrator  
701 N. Tool Dr.  
Tool, TX 75143

City of Athens  
Attn: Elizabeth Borstad, City Manager  
508 East Tyler Street  
Athens, TX 75751

**Section 6. Dispute Resolution.** In order to ensure an effective relationship between the parties and to provide the best possible services, it is mutually agreed that all questions arising under this Agreement shall be handled and resolved, to the extent possible, between the City Manager of Athens and the City Administrator of Tool.

**Section 7. Jurisdiction.** By this Agreement, Tool grants full and complete authorization and jurisdiction to Athens for the services articulated herein, at the direction of Athens. Said jurisdiction shall apply to the City limits of Athens, as of the date of this agreement and amended.

**Section 8. Venue.** The Agreement shall be constructed in accordance and under the laws of the State of Texas. Venue for any legal dispute arising pursuant to this Agreement shall be in a court of appropriate jurisdiction in Henderson County, Texas.

**Section 9. Supervision/Certification.** At all times during the term of this Agreement, all employees shall be under the supervision and control of their respective City. Also, all employees shall be certified in their respective areas of expertise to carry out their duties.

**Section 10. Assignment.** The Agreement is not assignable.

**Section 11. Binding Effect.** This Agreement shall be binding on and inure to the benefit of the Parties and their respective heirs, executors, administrators, legal representatives, successors, and assigns when permitted by this Agreement.

**Section 12. Representations.** Each signature represents this Agreement has been read by the party for which this Agreement is executed and that such party has had an opportunity to confer with its legal counsel.

**IN WITNESS WHEREOF**, the parties have executed and delivered this Memorandum of Understanding as of the date first written above.

**CITY OF ATHENS, TEXAS:**

***CITY OF ATHENS,***  
a Texas Municipality,

By: \_\_\_\_\_  
Elizabeth Borstad, City Manager

Date Signed: \_\_\_\_\_

**STATE OF TEXAS**

§

§

**COUNTY OF HENDERSON**

§

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by Elizabeth Borstad, City Manager of the City of Athens, Texas, a Texas Municipality on behalf of said City.

\_\_\_\_\_  
Notary Public, State of Texas

**CITY OF TOOL, TEXAS:**

***CITY OF TOOL,***  
a Texas Municipality,

By: \_\_\_\_\_  
Name: Julius Kizzee, City Administrator

Date Signed: \_\_\_\_\_

**STATE OF TEXAS**

§

§

**COUNTY OF HENDERSON**

§

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2025,  
by Julius Kizzee, City Administrator of the City of Tool, Texas, a Texas Municipality on behalf  
of said City.

\_\_\_\_\_  
Notary Public, State of Texas



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Julius Kizzee, City Administrator

Department: Maintenance

Is this a Budgeted Item? ☒ Yes ☐ No

☒ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: Humane Society Contract 25'-26'

Agenda  
Item No.  
**10**

### Summary of Agenda Item to be considered:

Staff is presenting the Humane Society Contract for the 2025'-26' Fiscal Year. The current Humane Society contract is set to expire on June 30<sup>th</sup>, 2025.

Currently, the Humane Society in Tool is the only place that can take animals that are at-large in the city. The fee is set to stay steady at \$325 an animal for an average monthly cost of \$1,625. Yearly costs should be at least \$19,500.

|                    | FY 2022-23' Actual | FY 2023-24' Actual | FY 2024-25' Estimated | FY 2025-26<br>Estimated Budget |
|--------------------|--------------------|--------------------|-----------------------|--------------------------------|
| 5030-9 Animal Care | \$14,464.50        | \$19,753           | \$22,036              | \$24,000                       |

### Agenda Item, as listed on the agenda:

Approve the City Administrator to enter into a contract with Humane Society for the period of July 1<sup>st</sup>, 2025 – June 30<sup>th</sup>, 2026 for the purpose of humane services for animals within the City of Tool.

### Recommended Motion to Consider:

“I move that we approve the City Administrator to enter into an Animal Shelter Services Contract with the Humane Society for the 2025-2026 Fiscal Year”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date

## THE STATE OF TEXAS

### **CONTRACT FOR ANIMAL SHELTER SERVICES**

City of Tool, of Henderson County, Texas, hereinafter referred to as "City", and the Humane Society of Cedar Creek Lake, being a Texas Non-Profit Corporation, hereinafter referred to as "HSCCL", have entered into the following contract (the Contract), to-wit:

#### **I.**

The purpose of this contract is to provide humane services for animals from within City.

#### **II.**

The Contract shall start on July 1, 2025, through June 30, 2026. However, the contract shall be automatically renewed from month-to-month unless the Contract is amended by either party by notice in writing delivered to either party not less than 60 days prior to the expiration of the any contract term.

Either party can terminate the Contract with 60 days written notice to the other party delivered either by US mail or email to Lanette Ainsworth (lanette2002@yahoo.com).

#### **III.**

The duties and responsibilities of City pursuant to the Contract are as follows:

- (1) City will be responsible for the enforcement of the City of Tool Animal Control Ordinances, as well as the Health and Safety Code and the Penal Code of the State of Texas, as each pertains to the seizure and/or protection of animals.
- (2) City agrees that certain animals apprehended and seized within the incorporated confines of City by its duly appointed agents shall be delivered to HSCCL prior to 3:00 p.m. during business hours. Animals delivered after 3:00 p.m. will be assessed a late fee of \$25.00 per occurrence. Animals delivered to HSCCL by City or its agent shall be impounded under the exclusive control and custody of HSCCL for a redemption period of seventy-two (72) hours. HSCCL will not provide quarantine services. City will be required to make other arrangements for quarantine. City nor any agent of City shall have any claim or right to any animal not claimed and redeemed as provided herein. HSCCL shall have the undisputed right to humanely determine the future of any animal given into its custody in accordance with the following principles:
  - (a) Return any animal to its former owner, where possible.

- (b) Place any animal in the home of a new owner.
- (c) Place any animal in a foster home approved by HSCCL.
- (d) Transport any animal to a different shelter or rescue agency.
- (e) Humanely euthanize such animals that are not claimed by owners for reasons determined necessary by HSCCL management, including but not necessarily limited to the following: animals that are found to be physically suffering, injured, have a communicable disease or have been identified as a vicious/dangerous animal by a certified animal control officer. Euthanasia shall be done as prescribed by the laws of the State of Texas.

(3) City agrees that City will not bring any owner surrender animals to HSCCL and understands that HSCCL will not accept owner surrender animals brought to it by the City ACO. One exception to this issue is if the City ACO deems that the owner surrender animal has been abused. In this instance, City ACO will need to obtain pre-approval from HSCCL before bringing the animal to the shelter. Otherwise, owners requesting to surrender animals will need to contact HSCCL directly.

(4) The City shall deliver lost, stray, unwanted, sick, and injured domestic animals to HSCCL for the listed fee:

- (1) (a) **Fee:** A fee of \$1,625 per month effective July 1, 2025 through June 30, 2026, with a limit of no more than 5 animals per month, unless authorized by HSCCL management. If authorized, City will pay \$350 per animal in excess of the 5.

- (b) **Animals Held For Court.** A fee shall be charged for the holding of any animals for any City court proceedings. The holding charge shall be \$20.00 per day per animal. If the court finds in favor of City, the owner of any such animal shall be financially responsible for all holding charges, any medical services provided by a licensed veterinarian and any medical care necessary for the well-being of the animal(s). If the court finds in favor of the owner of the animal(s), City shall be financially responsible for all holding charges, any medical services provided by a licensed veterinarian and any medical care necessary for the well-being of the animal(s). If the animal is to be reclaimed by any party, reclaim must occur within twenty-four hours (24) of the court's findings. If not reclaimed within this twenty-four (24) hour period, the animal(s) becomes the property of HSCCL. City will use its best efforts to timely inform HSCCL of any pertinent court rulings.

(5) City will pay the sum of \$1,625 per month. Payment shall be made within ten (10) days of City's receipt of the billing statement. Late payments may be subject to late

fees and/or penalties. Accounts thirty (30) days past due may result in termination of the Contract.

#### IV.

The duties and responsibilities of HSCCL pursuant to the Contract are as follows:

(1) HSCCL is hereby authorized to impound and eventually dispose of animals seized under City's authority and delivered to HSCCL's facility as set out herein.

(2) HSCCL agrees to accept each animal delivered to HSCCL's building located at 10200 CR 2403, Tool, Texas, by the agents of City, subject to the terms herein, and to provide each animal with shelter, food, water, and all other humane treatment.

(3) HSCCL agrees to keep the shelter open to the public for a reasonable amount of time each week, typically at least five (5) hours per day and at least five (5) days per week, unless circumstances necessitate otherwise. HSCCL shall determine the hours of operation and post such in a prominent place. An emergency contact telephone number will be given to City's agent.

(4) HSCCL is authorized and shall have the right to humanely euthanize any animal impounded for reasons determined necessary by HSCCL management, including but not necessarily limited to the following: animals that are found to be physically suffering, injured, have a communicable disease or have been identified as a vicious/dangerous animal by a certified animal control officer. If the animal's behavior is deemed vicious/dangerous, or physically suffering prior to the required redemption period (72 hours), HSCCL shall have the right to humanely euthanize the animal(s) with the approval from HSCCL management.

(5) HSCCL is authorized to determine the responsibility of persons offering to become the owners of unclaimed animals and the suitability of homes offered, and thus HSCCL shall be responsible for accepting or rejecting any such applicants for unclaimed animals.

(6) HSCCL agrees to properly dispose of animal carcasses in accordance with the laws and/or regulations of the State of Texas and Henderson County addressing the proper disposal of animal carcasses. HSCCL will not accept deceased animals.

(7) HSCCL shall charge a reclaim fee to any owner reclaiming his/her animal(s) within the seventy-two hour (72) holding period. The owner must have proof of ownership, such as photographs, veterinarian receipts for treatment of the animal, recognition of the owner by the animal(s), signed statements by other parties that the animal(s) belongs to the person claiming the animal(s) and/or a report of the animal(s) missing on the "lost" list of HSCCL. Based upon the proof of ownership, HSCCL, at its sole discretion, can release an animal to the owner. The reclaim fee shall be determined at the sole discretion of HSCCL. Animals held longer than 72 hours will be



handled per HSCCL normal procedures.

Any animal(s) reclaimed must have a current rabies vaccination. If the animal(s) is not in compliance with rabies vaccination requirements, an appointment shall be made prior to the release of the animal(s) with a licensed veterinarian for a rabies vaccination. The appointment must be scheduled within a twenty-four-hour time period after reclamation of the animal(s). HSCCL shall have the right to require a security deposit ranging from \$30 to \$100 per animal. Deposit shall be returned upon proof of rabies vaccination or forfeited to HSCCL. All animals not reclaimed within the seventy-two (72) hour holding period shall become the property of HSCCL. The former owner may adopt the animal(s) under HSCCL's guidelines for adoption.

(8) All shelter operations shall be managed and operated by HSCCL staff and the HSCCL Board of Directors. HSCCL agrees to maintain and operate its shelter with adequate and sufficient personnel, appliances, facilities, and services connected with the same.

(9) HSCCL shall provide for management of said shelter and shall be solely responsible for its operation. The animal control officers, or agents of City will deliver animals to the shelter and once delivered, HSCCL will be solely responsible for care and disposition of said animals.

(10) HSCCL will take reasonable and necessary steps to locate the owners of the animals in their care.

(11) HSCCL agrees that it will fully comply with all laws, ordinances, rules and regulations of Henderson County, the State of Texas, and the United States, applicable to and/or relating to HSCCL's operation.

## **V.**

It is mutually agreed to by the parties of the Contract that boarding fees, reclamation fees, donations, contributions, and any other thing of value given to HSCCL and/or its agents because of any service performed in carrying out the provisions of the Contract shall be the exclusive property of HSCCL, and that City shall have no claim or interest therein.

## **VI.**

No person associated with HSCCL shall have the right to extend, terminate, modify, or change the terms hereof except upon authority from the HSCCL Board of Directors.

## **VII.**

Except for City animal control officers or City agents, City shall not in any way be

liable for, and HSCCL shall hold harmless City from, any damages or injuries to HSCCL, HSCCL's agents, employees, guests, invitees, licensees, or to any property of HSCCL.

### **VIII.**

Any notices involving this Contract shall be delivered to either party at the respective addresses below:

City of Tool  
701 N. Tool Drive  
Tool, TX 75143

Humane Society of Cedar Creek Lake, Inc.  
P.O. Box 43531  
Seven Points, TX 75143

### **IX.**

Both City and HSCCL hereby acknowledge that the foregoing terms and conditions accurately reflect their complete agreement, and have, through their respective authorized agents below, agreed to and accepted all the terms and conditions of the Contract.

**AGREED TO AND ACCEPTED ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

ATTEST:

\_\_\_\_\_  
Julius Kizzee, City Administrator  
Tool, Henderson County, TX

**AGREED TO AND ACCEPTED ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

**HUMANE SOCIETY OF CEDAR CREEK LAKE**

\_\_\_\_\_  
Lanette Ainsworth, President  
Humane Society of Cedar Creek Lake Board of Directors



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Mayor Dumont & Councilmember Fladmark

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☒ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: \_\_\_\_\_

Agenda  
Item No.  
**11**

### **Summary of Agenda Item to be considered:**

The Mayor and Councilmember Fladmark would like the City of Tool to host a business luncheon/symposium, with other entities such as West Cedar Creek Municipal Utility District, Trinity Valley Electric Cooperative, Oncor and others. This symposium will be a time that these entities can engage with business owners on their needs.

### **Agenda Item, as listed on the agenda:**

General Discussion on a business symposium luncheon, hosted by the City of Tool as presented by Mayor Dumont and Councilmember Fladmark

### **Recommended Motion to Consider:**

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Mike Dumont, Mayor

Department: \_\_\_\_\_

Is this a Budgeted Item? ☒ Yes ☐ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: \_\_\_\_\_

Agenda  
Item No.  
**12**

### Summary of Agenda Item to be considered:

Mayor Mike Dumont is requesting the Council to discuss and approve a donation of \$5,000 to the Thunder Over Cedar Creek Lake Air Show.

### Agenda Item, as listed on the agenda:

Consider and Take Action on a donation to the Thunder Over Cedar Creek Lake Air Show as presented by Mayor Dumont.

### Recommended Motion to Consider:

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



TWENTY YEARS!!!!!! Cedar Creek Veterans Foundation (“CCVF”) is excited to announce the 20<sup>th</sup> ANNUAL Thunder Over Cedar Creek Lake Air Show (‘TOCCL’) which is set for July 5, 2025, at 6:00 PM and you will not want to miss one moment of the show!! This year represents TWENTY YEARS of support from the Pinnacle community including countless volunteer hours and financial support helping CCVF provide direct assistance totaling over \$760,000.00 to veteran’s organizations. This is quite an accomplishment, that the Pinnacle community should be very proud of. Your generosity has exceeded all expectations and we cannot thank you enough.

THE CCVF BOARD MEMBERS ARE CONTINUALLY AMAZED AND GRATEFUL FOR THE VERY GENEROUS DONATIONS AND SPONSORSHIPS ENTRUSTED TO US. We work hard to bring you a quality show and every year the costs increase. We hope you will consider these increased costs, the value you receive and the impact you are having on our veterans as you make this year’s donation. Please remember that an airshow like this would cost at least \$35 -\$50 per person at another venue and this one is in your backyard!

As a reminder your donation provides a variety of services to our veterans including mortgage payments, assistance with funeral expenses, insurance expenses, vehicle repairs/insurance, dental expenses, home repairs, lodging costs during visits to Dallas VA Hospital, utilities, education assistance for family members and much more. This assistance is provided to active duty and veterans in need that proudly served our country. The organizations we support are: CAMPV-TYLER, FISHER HOUSE (DALLAS VA HOSPITAL), AND NAVY-MARINE CORPS RELIEF SOCIETY!!

CCVF’s Board’s goal is to have 100% support from residents of the Pinnacle Club. Many people that enjoy the show do not contribute and we hope you will help us encourage all neighbors to support this very worthwhile and one-of-a-kind fundraising event. While this show is considered to be a free show, the costs to produce the airshow are far from being free.

Also, in addition to the Cedar Creek Lake Airshow on July 5<sup>th</sup>, the 2<sup>nd</sup> Annual Thunder Over East Texas Airshow (Athens) will be held the night before on July 4<sup>th</sup> at the Athens Municipal Airport, Athens, TX. The Thunder Over East Texas show was a huge success last year and tickets are for sale online at this time. While the show over the water is spectacular seeing the show from land where some of the planes will take off and land is truly a very different experience.

While it is tough to top last year, we have been working hard to make the 2025 show special. For the first time ever, the show will include one the United States Marine’s demo team. We have tried for seven years to get a Marine demo team and this year the Marine’s Osprey Demo Team will perform in our show. In addition to the Osprey, this year we are also honored to have the F-16 Viper Demo Team performing solo and with the P-51 “Bum Steer” for the amazing Heritage Flight. Another highlight will be the Cavanaugh Flight Museum’s Corsair fly. And yes, Randy Ball and his MiG 17 will be there to open the 20<sup>th</sup> Annual airshow.

After years of trying, we have a Corsair flying in the show to honor Col. Joe McPhail, a 103-yr old WWII and Korean veteran, who has attended the airshows each year since 2019. There will be many others so please take time to learn about all of the aircraft coming which can be found listed on our website at [www.ccveteransfoundation.org](http://www.ccveteransfoundation.org).

The third event each of you should experience will be the Warbird Expo at the Historic Aviation Memorial Museum (“HAMM”) located at Tyler Pounds Airport on July 5<sup>th</sup> from 9:00 am – 3:00 pm where you can see the planes up close

and buy rides on the *Little Raider*, the B-25 *Devil Dog* and a T-6, “Texan”. Please don’t miss out on this opportunity to get to see planes up close and meet many of the pilots as well!!! Posters for both the lake show and the warbird expo will be available at the HAMM for all to get the pilots to sign them.

Stay up to date on the scheduled performers for Athens, The Warbird Expo and TOCCL at [www.ccveteransfoundation.org](http://www.ccveteransfoundation.org) to access the web pages for each show.

This is our 20<sup>th</sup> year and as you know, there would be no air show at Cedar Creek Lake without generous donations of the amazing Pinnacle Club Residents and Members. A special thanks to Stace Sewell, Steve and Karen Piro, Patty and Barry Evans, Steve and Judy Lee, and the family of Stacy Tate McWilliams and so many others for their amazing donations over many years. This year consider making a donation in honor or in memory of a family member who served.

The supported veterans’ organizations in 2025 are CampV in Tyler, TX, Fisher House – Dallas VA and Navy-Marine Corps Relief Society. All these organizations are outstanding in their support of military veterans, active duty and their families’ needs. Go to these websites to learn more about each of these organizations: [www.campvtyler.org](http://www.campvtyler.org), [www.fisherhouse.org](http://www.fisherhouse.org) and [www.nmcrrs.org](http://www.nmcrrs.org)

CCVF is a 501c3 non-profit with minimal administrative expenses thanks to our amazing all-volunteer board and advisory directors. Please contact any of these members if you have questions about CCVF or would like to help.

**Please see the Sponsor/Donor information included with this letter. If you are led to do so, please send in your donation confirmations as soon as possible to insure we have sufficient funds to finalize a superior air show that all will enjoy.**

**Please indicate on your form if you will or will not be using your VIP tickets. If you will be using your VIP tickets, we will be in contact with you with all the particulars.**

**Please indicate on your form if you want to purchase a t-shirt or 2.**

**Please consider an increase in your support this year. However, any amount is greatly appreciated! The need grows each year with the increased number of service members we support as well as the fuel for the aircraft performing for the once in a lifetime airshow you will see on July 6!**

If for any reason the show cannot go on, all donations ARE NON-REFUNDABLE. Please reach out to any of the Board or Advisory Board Members should you have any questions. How many other people do you know that celebrate the 4<sup>th</sup> of July weekend with family watching a one-of-a-kind air show performed over water in your back yard?!! RIGHT!!

Blessings.


CCVF Board of Directors: Richard Aycock, Kellie Brisse, Ben Dempsy, Dean Fannin, Al Kepler, Penny Kerby, Kathleen Mackey, Cornel Pike, Greg Quickel, Mike Sugrue and Lyn Thomas.

CCVF Advisory Board: Patty Evans and Guy Thomas

**2025 Sponsor Opportunities for  
Cedar Creek Veterans Foundation's  
"Thunder Over Cedar Creek Lake Air Show"**



Net Proceeds Benefit Veterans and their Families through CCVF's  
Financial Support to Camp V, Tyler, Fisher House and Navy-Marine Corps Relief Society

| <u><b>Sponsor Level</b></u>      |   | <u><b>Benefits</b></u>  |
|----------------------------------|---|---|
| <u><b>Corporate Sponsor</b></u>  | <u><b>\$10,000</b></u>  | Radio Mention during recorded commercials leading up to and including Airshow via 106.9 "The Ranch", 15 VIP Air show seats, yard sign, sponsor logo & link or family name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> website (remains up all year), an on-site banner and 15 t-shirts****Private Tent for shade with chairs and tables****15 tickets to the Warbird Expo, July 5, 2025, Tyler, as well   |
| <u><b>Presenting</b></u>         | <u><b>\$5,000</b></u>   | Radio Mention during the Airshow via 106.9 "The Ranch" program, 10 VIP Airshow seats, yard sign, sponsor logo & link or family name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> websites (remains up all year), an on-site banner and 10 Thunder Over Cedar Creek Lake T-Shirts **** Private Tent for shade with chairs and tables****10 tickets to Warbird Expo, July 5, Tyler as well   |
| <u><b>Executive Platinum</b></u> | <u><b>\$3,500</b></u>   | Radio Mention during the Airshow via 106.9 "The Ranch" program, 8 VIP Airshow tickets, yard sign, sponsor logo & link or family name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> website (remains up all year) and on-site banner and 8 Thunder Over Cedar Creek Lake Air Show T-Shirts**** Private Tent for Shade with chairs and table****8 tickets to Warbird Expo, July 5, Tyler as well  |
| <u><b>Platinum</b></u>           | <u><b>\$2,500</b></u>   | 6 VIP Airshow tickets, yard sign, sponsor logo & link or family name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> website (remains up all year) and on-site banner and 6 Thunder Over Cedar Creek Lake Air Show T-Shirts****Private Tent for shade With chairs and table****6 tickets to Warbird Expo, July 5, Tyler, as well  |
| <u><b>Diamond</b></u>            | <u><b>\$1,000</b></u>   | 4 VIP Airshow tickets, Yard Sign, Sponsor Logo & Link or family name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> and <a href="http://cclairshow.com">cclairshow.com</a> websites (remains all year) and 4 t-shirts****4 tickets to Warbird Expo, July 5, Tyler, as well   |
| <u><b>Gold</b></u>               | <u><b>\$ 500</b></u>  | 2 VIP Airshow tickets, Yard Sign, name on <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> website and 2 T-shirts****2 tickets to Warbird Expo, July 5, Tyler, as well  |
| <u><b>Silver</b></u>             | <u><b>\$ 300</b></u>  | 2 t-shirts and yard sign****  |
| <u><b>Benefactor</b></u>         | <u><b>\$ 250</b></u>  | Yard Sign   |
| <u><b>Performer Sponsor</b></u>  |  | Benefits depending on Air Show Performer sponsored. Please go to <a href="http://ccveteransfoundation.org">ccveteransfoundation.org</a> website to sponsor one of our amazing aircraft. Some of the amazing aircraft currently have sponsors but we have many more. All sponsors will receive radio recognition during Thunder Over Cedar Creek's Air Show live radio show. Please email <a href="mailto:Lyn.Thomasccvetfdn@gmail.com">Lyn.Thomasccvetfdn@gmail.com</a> with any questions. |

\*\*\*\* The Corporate, Presenting and Executive Platinum tickets will be located in a private tent area for shade. Specialty food and 2 drink tickets per VIP ticket will be provided. For Diamond and Gold Sponsors, 2 drink tickets per ticket along with present dinner per ticket. For Silver, two drink tickets. \*\*\*\*\*



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Vera Bennett, Councilmember

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☒ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: \_\_\_\_\_

Agenda  
Item No.  
**13**

### Summary of Agenda Item to be considered:

Councilmember Vera Bennett is discussing the latest with the Eight at Tool Park Board with general updates

### Agenda Item, as listed on the agenda:

Receive and discuss an update regarding the Eight at Tool, Inc. Park Board, as presented by Councilmember Vera Bennett

### Recommended Motion to Consider:

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date





# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Councilmember Vera Bennett

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: The Third Amended and Restated Bylaws of the Eight at Tool, Inc.

Agenda  
Item No.  
**14**

### **Summary of Agenda Item to be considered:**

Councilmember Vera Bennett is bringing forth the bylaws of the Eight at Tool, Inc. with additional changes, from the Eight at Tool Park Board. Tommy Salvato, who sits on the Eight at Tool Park Board, also submitted changes as well inside of the document.

### **Agenda Item, as listed on the agenda:**

Consider, Discuss and Take Action on the Third Amended and Restated Bylaws of the Eight at Tool, Inc.

### **Recommended Motion to Consider:**

“I move that we adopt the Third Amended and Restated Bylaws of the Eight at Tool, Inc.”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date

**THE **THIRD** AMENDED AND RESTATED BYLAWS  
OF THE EIGHT AT TOOL, INC.**

**ARTICLE I - OFFICES**

**1. REGISTERED OFFICE AND AGENT**

The registered office and registered agent of the **Eight at Tool**, a non-profit Corporation, shall be as set forth in the non-profit Corporation's Certificate of Formation. The registered office or the registered agent may be changed by Resolution of the Board of Directors upon making the appropriate filing with the Secretary of State.

**2. PRINCIPAL OFFICE**

The principal office of the non-profit Corporation shall be at 701 N. Tool Dr., Tool, Texas 75143, provided that the Board of Directors shall have the power to change the location of the principal office.

**3. OTHER OFFICES**

The Corporation may also have other offices at such places, within or without the State of Texas, as the Board of Directors may designate, or as the business of the Corporation may require or as may be desirable.

**ARTICLE II – MEMBER**

**1. SOLE MEMBER**

The non-profit Corporation shall have one Member, the City Council of the City of Tool, Texas.

**2. NUMBER, POWERS AND DUTIES**

The Member shall exercise such rights and perform such duties as required or permitted by law, the Certificate of Formation of the Corporation, or these Bylaws.

**3. ANNUAL MEETING**

The Member shall, in its discretion, hold an annual meeting at such date and time as may be designated from time to time by the Member to transact any business as may lawfully come before the meeting. **At a minimum, the Board shall hold quarterly meetings with required notices per the Open Meetings Act.**

**4. SPECIAL MEETINGS**

The Member or Board may call, at their discretion, special meetings, **with required notices, per the Open Meetings Act.**

## **5. ACTION RESERVED BY THE MEMBER**

The following matters are reserved for the Member and shall require the affirmative action of the Member to be effective:

- (a) annual operating and capital budgets of the non-profit Corporation;
- (b) any financial expenditure which deviates from the non-profit Corporation's annual operating and capital budgets if the sum of such financial expenditure and the sum of all prior financial expenditures which themselves deviate from the Corporation's annual and capital budgets, per fiscal year, exceed \$5,000.00;
- (c) sale, lease, mortgage or other transfer or encumbrance of the real property of the Corporation;
- (d) any sale, lease, mortgage, or other transfer or encumbrance (collectively, "Transfer") of the personal property and assets of the Corporation if the sum of such Transfer and the sum of all prior Transfers, per fiscal year, exceed \$5,000.00;
- (e) merger, acquisition, or consolidation of the non-profit Corporation;
- (f) borrowing or lending of money or the creation of indebtedness through the guaranty of another's debt or similar action;
- (g) approving and/or the acceptance of grants;
- (h) settlement of claims or litigation;
- (i) appointment and removal of Directors in accordance with Article 3 of these Bylaws;
- (j) appointment and removal of officers in accordance with Article 5 of these Bylaws;
- (k) creation, ownership or acquisition of, or affiliation with, any other organization;
- (l) approval of any strategic plan, business plan or mission plan of the Corporation;
- (m) alteration, amendment or repeal of the Bylaws of the non-profit Corporation in accordance with Article IX of the Bylaws.

## **6. ACTION BY WRITTEN CONSENT**

Any action required or permitted to be taken at any meeting of the Member, may not be taken without a meeting.

## **7. ACTION BY MEMBER**

Any action taken by the Member that is required by law, by the non-profit Corporation's Certificate of Formation, or these Bylaws, shall be evidenced in writing, signed by the Executive Director, or Vice-President, for and on behalf of the Member, and shall be filed in the Minute Book of the Corporation as part of the permanent records of the Corporation.

## **8. NON-LIABILITY OF MEMBER**

The Member shall not be personally or individually liable for the debts, liabilities, or obligations of the Corporation.

## **9. IDENTITY**

The Member of this Corporation shall be The City Council of the City of Tool, Texas ("the Member").

## **10. TRANSFER OF MEMBERSHIP**

Membership in this Corporation is not transferable or assignable.

# **ARTICLE III - DIRECTORS**

## **1. BOARD OF DIRECTORS**

To the extent not limited or prohibited by law, the Certificate of Formation or these Bylaws, the powers of the non-profit Corporation shall be exercised by or under the authority of, and the business and affairs of the Corporation shall be managed under the direction of the Board of Directors of the Corporation. Directors must be residents of the State of Texas and otherwise meet the qualifications set forth in the Certificate of Formation or these Bylaws.

## **2. NUMBER AND ELECTION OF DIRECTORS**

The composition of the Board of Directors shall be four (4) citizens of the community, one (1) City of Tool employee and one (1) City of Tool council member acting as presiding officer and Executive Director, who only votes to break a tie. No decrease in the number of Directors shall have the effect of shortening the term of any incumbent Director.

At the first annual meeting of the Member and at each annual meeting thereafter, the Member shall appoint Directors. The Member shall appoint the four (4) citizens, one (1) City of Tool employee and one (1) council member, who acts as Executive Director and only votes to break a tie, unless the Member decides, by amending these bylaws, rules otherwise. A Director shall hold office until the next annual appointment of Directors and until said Director's successor shall be appointed.

### 3. REMOVAL AND QUALIFICATIONS

A Director may be removed from office, with or without cause, by the Member, entitled to elect, designate or appoint the Director. If the Director was appointed to office, removal requires an affirmative vote by the Member.

The following provisions govern the removal of Directors:

(a) By the Member. The Member may remove a Director for any of the following reasons:

- (i) any act of moral turpitude;
- (ii) an act or omission not in good faith that constitutes a breach of duty of the Director to the Corporation or an act or omission that involves intentional misconduct or a knowing violation of the law or of the Certificate of Formation of the non-profit Corporation or these Bylaws;
- (iii) a transaction from which the Director received an improper benefit;
- (iv) an act or omission for which the liability of a Director is expressly provided by an applicable statute;
- (v) failure to meet the qualifications of Article III of these Bylaws;
- (vi) a breach of any statutory or common law duty a Director owes to the non-profit Corporation, including but not limited to, the Director's duty of loyalty or fiduciary duty to the non-profit Corporation;
- (vii) an act or omission or commission in conflict with the purpose of the Corporation as stated in the Corporation's Certificate of Formation or Bylaws;
- (viii) a Director, serving as the Executive Director, is no longer on the City Council of the City of Tool Texas, or
- (ix) failure to exercise reasonable business judgment.

(b) By the Corporation.

(i) Any Director may be removed without cause by a majority vote of the Board of Directors, not including the Director(s) sought to be removed, provided that such removal is approved by the Member.

(ii) Any Director who ceases to meet the qualifications of Article III of these Bylaws may be removed by the Board of Directors effective as of the date such qualifications cease to be met.

(c) Qualifications

- (i) U.S. citizen
- (ii) Resident of the State of Texas
- (iii) Current Voter Registration Certificate
- (iv) At least eighteen (18) years of age
- (v) Never been convicted of a felony

**4. RESIGNATION**

A Director may resign by providing written notice of such resignation to the Member. The resignation shall be effective upon the date of receipt of the notice of resignation, or the date specified in such notice. Acceptance of the resignation shall not be required to make the resignation effective.

**5. VACANCIES AND AN INCREASE IN THE NUMBER OF DIRECTORS**

Any vacancy occurring in the Board of Directors shall be filled by a vote of the Member. A Director appointed to fill a vacancy shall be appointed for the unexpired term of the previous Director. Any directorship to be filled by reason of an increase in the number of Directors shall be filled by appointment at an annual meeting or at a special meeting of the Member called for that purpose.

**6. ANNUAL MEETING OF DIRECTORS**

Immediately following each annual meeting of the Member, the Board of Directors appointed at such meeting shall hold an annual meeting at which they shall appoint officers and transact such other business as shall come before the meeting. The time and place of the annual meeting of the Board of Directors may be changed by resolution of the Board of Directors. The meeting shall be held with notice.

**7. REGULAR MEETING OF DIRECTORS**

Regular meetings of the Board of Directors shall be held with notice at such time and place as may be from time to time determined by the Board of Directors. At a minimum, the Board of Directors shall hold quarterly meetings with notice.

**8. SPECIAL MEETINGS OF DIRECTORS**

The Secretary shall call a special meeting of the Board of Directors whenever requested to do so by the Executive Director or by two (2) or more Directors. Such a special meeting shall be held at the date and time specified in the notice of the meeting.

## **9. PLACE OF DIRECTORS' MEETINGS**

All meetings of the Board of Directors shall be held either at the principal office of the non-profit Corporation or at such other place, either within or without the State of Texas, as shall be specified in the notice of meeting.

## **10. NOTICE OF DIRECTORS' MEETINGS**

Notice of any special meeting of the Board of Directors shall be given at least seventy-two hours (72 hours) previous thereto by written notice delivered personally or sent by email or facsimile to each Director at that Director's address as shown by the records of the non-profit Corporation.. If notice is given by facsimile, such notice shall be deemed to be delivered when the facsimile is delivered. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the agenda notice, unless specifically required by law or by these Bylaws.

## **11. QUORUM AND VOTING OF DIRECTORS**

A quorum for the transaction of business by the Board of Directors shall be a majority of the number of Directors fixed by these Bylaws.

## **12. COMPENSATION**

Directors, as such, shall not receive any stated salary for their services, but by resolution of the Board of Directors may approve any be allowed reimbursement for expenses.

## **13. ACTION BY DIRECTORS WITHOUT MEETING**

Any action required by the Texas Business Organizations Code must be transacted in a posted meeting.

## **14. COMMITTEES OF THE BOARD OF DIRECTORS**

1. The Board of Directors, by resolution adopted by a majority of the Directors in office, may designate and appoint one or more committees, including a:
  - Sponsorship/Fundraising Committee;
  - Local Events Committee;
  - Concert Series Committee;
  - Small Events Committee;
  - and other committees as needed.

Each member of a committee shall continue as such until the next annual meeting of the

Members of the non-profit Corporation and until a successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member ceases to qualify as a member thereof.

One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Each committee may adopt rules for its own governance, but not to be inconsistent with these Bylaws or with rules adopted by the Board of Directors.

## **15. DUTIES OF DIRECTORS**

Directors will discharge their duties, including any duties as committee members, in good faith, with ordinary care, and in a manner, they reasonably believe to be in the non-profit Corporation's best interest. In this context, the term "ordinary care" means the care that ordinarily prudent persons in similar positions would exercise under similar circumstances. In discharging any duty imposed or power conferred on Directors, Directors may, in good faith, rely on information, opinions, reports, or statements, including financial statements and other financial data, concerning the Corporation or another person that has been prepared or presented by a variety of persons, including officers and employees of the Corporation, professional advisors or experts such as accountants or legal counsel. A Director is not relying in good faith if they have knowledge concerning a matter in question that renders reliance unwarranted.

Directors are not deemed to have the duties of trustees of a trust with respect to the non-profit Corporation or with respect to any property held or administered by the Corporation, including property that may be subject to restrictions imposed by the donor or transferor of the property.

## **16. DUTY TO AVOID IMPROPER DISTRIBUTIONS**

Directors who vote for or assent to improper distributions are jointly and severally liable to the non-profit Corporation for the value of improperly distributed assets, to the extent that, as a result of the improper distribution or distributions, the Corporation lacks sufficient assets to pay its debts, obligations, and liabilities. Any distribution made when the Corporation is insolvent, other than in payment of Corporate debts, or any distribution that would render the non-profit Corporation insolvent, is an improper distribution. A distribution made during liquidation without payment and discharge of or provision for payment and discharge of all known debts, obligations, and liabilities is also improper. Directors present at a Board meeting at which the improper action is taken are presumed to have assented, unless they dissent in writing. The written dissent must be filed with the Secretary of the Corporation before adjournment of the meeting in question or mailed to the



Secretary by registered mail immediately after adjournment.

A Director is not liable if, in voting for or assenting to a distribution, the Director (1) relies in good faith and with ordinary care on information, opinions, reports or statements, including financial statements and other financial data, prepared or presented by one or more officers or employees of the non-profit Corporation, legal counsel, public accountants or other persons as to matters the Director reasonably believes are within the person's professional or expert competence, or a committee of the Board of which the Director is not a member; (2) while acting in good faith and with ordinary care, considers the Corporation's assets to be at least that of their book value; or (3) in determining whether the Corporation made adequate provision for paying, satisfying or discharging all of its liabilities and obligations, relied in good faith and with ordinary care on financial statements or other information concerning a person who was or became contractually obligated to satisfy or discharge some or all of these liabilities or obligations. Furthermore, Directors are protected from liability if, in exercising ordinary care, they acted in good faith and in reliance on the written opinion of an attorney for the Corporation. "Directors held liable for an improper distribution are entitled to contribution from persons who accepted or received the improper distributions knowing they were improper. Contribution is in proportion to the amount received by each such person."

## **17. DELEGATING DUTIES**

Directors may select advisors and delegate duties and responsibilities to them, The Directors have no liability for actions taken or omitted by the advisor if the Board acts in good faith and with ordinary care in selecting the advisor. The Board may remove or replace the advisor at any time and without any cause whatsoever.

## **18. INTERESTED DIRECTORS**

Contracts or transactions between Directors, officers or members who have a financial interest in the matter are not void or voidable solely for that reason. Nor are they void or voidable solely because the Director, officer or member is present at or participates in the meeting that authorizes the contract or transaction, or solely because the interested party's votes are counted for the purpose. However, every Director with any personal interest in the transaction must disclose all material facts concerning the transaction, including all potential personal benefit and potential conflicts of interest, to the other Members of the Board or other groups authorizing the transaction. The transaction must be approved by a majority of the uninterested Directors or other group with the authority to authorize the transaction.

# **ARTICLE IV - OFFICERS**

## **1. NUMBER OF OFFICERS**

The officers of a Corporation shall consist of an executive director, treasurer, secretary and may also consist of one or more vice-presidents, a treasurer, and such other officers and assistant officers as may be deemed necessary. New offices may be created and filled at any meeting of the Board of Directors. Any two (2) or more offices may be held by the same person, except the offices of Executive Director and Secretary.

## **2. ELECTION OF OFFICERS AND TERM OF OFFICE**

All officers shall be appointed annually by the Board of Directors at the regular annual meeting of the Board of Directors for such terms not exceeding three (3) years. The Member shall appoint the Executive Director, which shall be a sitting, City of Tool council member.

## **3. REMOVAL OF OFFICERS, VACANCIES**

Any officer appointed may be removed by the Member, however and whenever, in their judgment the best interests of the non-profit Corporation will be served thereby. The removal of an officer shall be without prejudice to the contract rights, if any, of the officer so removed. Election or appointment of an officer or agent shall not of itself create contract rights. A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board of Directors for the unexpired portion of the term.

## **4. POWERS OF OFFICERS**

Each officer shall have, subject to these Bylaws, in addition to the duties and powers specifically set forth herein, such powers and duties as are commonly incident to that office and such duties and powers as the Board of Directors shall from time to time designate. All officers shall perform their duties subject to the directions and under the supervision of the Board of Directors. The Executive Director may secure the fidelity of any and all officers by bond or otherwise.

All officers and agents of the non-profit Corporation, as between themselves and the Corporation, shall have such authority and perform such duties in the management of the Corporation as may be provided in these Bylaws, or as may be determined by resolution of the Board of Directors not inconsistent with these Bylaws.

In the discharge of a duty imposed or power conferred on an officer of a Corporation, the officer may in good faith and with ordinary care rely on information, opinions, reports, or statements, including financial statements and other financial data, concerning the Corporation or another person, that were was prepared or presented by: (1) one or more other officers or employees of the Corporation, including members of the Board of Directors; or (2) legal counsel, public accountants or other persons as to matters the officer reasonably believes are within the person's professional or expert competence.

An officer is not relying in good faith within the meaning of this Section if the officer has knowledge concerning the matter in question that makes reliance otherwise permitted by this subsection unwarranted.

## **5. EXECUTIVE DIRECTOR**

The Executive Director shall be the Chief Executive Officer of the Corporation and shall preside at all meetings of all Directors. Such officer shall see that all orders and resolutions of the Board are carried out, subject however, to the right of the Directors to delegate specific powers,

except such as may be by statute exclusively conferred on the Executive Director, or to any other officers of the Corporation.

When authorized by the **Member**, the Executive Director or any Vice-President may affix the seal to any instrument requiring the same, and the seal when so affixed shall be attested by the signature of either the Secretary or an Assistant Secretary.

The Executive Director shall be an ex-officio member of all standing committees. The Executive Director shall submit a report of the operations of the Corporation for the year to the Member at their annual meeting.

## **6. VICE-PRESIDENTS**

The Vice-President, or Vice-Presidents in order of their rank as fixed by the Board of Directors, shall, in the absence or disability of the Executive Director, perform the duties and exercise the powers of the Executive Director, and they shall perform such other duties as the Board of Directors shall prescribe.

## **7. THE SECRETARY AND ASSISTANT SECRETARIES**

The Secretary shall attend all meetings of the Board of Directors and shall have a record of all votes and the minutes of all proceedings of the same. They shall perform like duties for the standing committees, when required. The Secretary shall give or cause to be given notice of all meetings of the members and all meetings of the Board of Directors and shall perform such other duties as may be prescribed by the Board of Directors. The Secretary shall keep in safe custody the seal of the Corporation, and when authorized by the Member, affix the same to any instrument requiring it, and when so affixed, it shall be attested by the Secretary's signature or by the signature of an Assistant Secretary.

The Assistant Secretaries shall, in order of their rank, as fixed by the Board of Directors, in the absence or disability of the Secretary, perform the duties and exercise the powers of the Secretary, and they shall perform such other duties as the Board of Directors shall prescribe.

In the absence of the Secretary or an Assistant Secretary, the minutes of all meetings of the Board and members shall be recorded by such person as shall be designated by the Executive Director or by the Board of Directors.

## **8. THE TREASURER AND ASSISTANT TREASURERS**

The Treasurer shall have custody of the Corporate funds and securities. They shall keep full and accurate accounts of receipts and disbursements in accounting records belonging to the Corporation and shall deposit all money and other valuable effects in the name and to the credit of the Corporation in such depositories as may be designated by the Board of Directors.

The Treasurer shall disburse the funds of the non-profit Corporation as may be ordered by the Board of Directors, taking proper vouchers for such disbursements. The Treasurer shall keep and maintain the Corporation's books of account, shall render to the Executive Director and Directors an account of all of the Treasurer's transactions of the financial condition of the

Corporation, and exhibit the books, records and accounts to the Executive Director or Directors at any time. The Treasurer shall disburse funds for capital expenditures as authorized by the Board of Directors and, in accordance with the orders of the Executive Director, present to the Executive Director's attention any requests for disbursing funds if in the judgment of the Treasurer any such request is not properly authorized. The Treasurer shall perform such other duties as may be directed by the Board of Directors or by the Executive Director.

If required by the Board of Directors, the Treasurer shall give the Corporation a bond in such sum, and with such surety or sureties, as shall be satisfactory to the Board of Directors for the faithful performance of the duties of the office and for the restoration to the Corporation, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property of whatever kind in the incumbent's possession or under the incumbent's control belonging to the Corporation.

The Assistant Treasurers in the order of their seniority shall, in the absence or disability of the Treasurer, perform the duties and exercise the powers of the Treasurer, and they shall perform such other duties as the Board of Directors shall prescribe.

## **ARTICLE V - CERTIFICATES OF MEMBERSHIP**

### **1. CERTIFICATES OF MEMBERSHIP**

The Member may provide for the issuance of certificates, or cards, or other instruments evidencing membership rights, voting rights or ownership rights (hereinafter referred to as "certificates"), which shall be in such form as may be determined by the Board. Such certificates shall be signed by the Mayor. All certificates evidencing membership of any class shall be consecutively numbered. The name and address of each member and the date of issuance of the certificate shall be entered into the records of the Corporation. If any certificate shall become lost, mutilated, or destroyed, a new certificate may be issued therefore upon such terms and conditions as the Member determines.

## **ARTICLE VI - INDEMNIFICATION AND INSURANCE**

### **1. INDEMNIFICATION**

The non-profit Corporation shall have the full power to indemnify and advance or reimburse expenses pursuant to the provisions of the Texas Business Organizations Code to any person entitled to indemnification under the provisions of the Texas Business Organizations Code.

### **2. INSURANCE**

The non-profit Corporation may purchase and maintain insurance or another arrangement on behalf of any person who is or was a member, director, officer, employee, or agent of the Corporation or who is or was serving at the request of the Corporation as a director, officer, partner, venturer, proprietor, trustee, employee, agent or similar functionary of another foreign or domestic corporation, employee benefit plan, other enterprise, or other entity, against any liability asserted against them and incurred by them in such a capacity or arising out of their status as such a person,

SECOND AMENDED BYLAWS

whether or not the Corporation would have the power to indemnify them against that liability. If the insurance or other arrangement is with a person or entity that is not regularly engaged in the business of providing insurance coverage, the insurance or arrangement may provide for payment of a liability with respect to which the Corporation would not have the power to indemnify the person only if including coverage for the additional liability has been approved by the Member of the Corporation. Without limiting the power of the Corporation to procure or maintain any kind of insurance or other arrangement, the Corporation may, for the benefit of persons indemnified by the Corporation, (1) create a trust fund; (2) establish any form of self-insurance; (3) secure its indemnity obligation by a grant of a security interest or other lien on the assets of the Corporation; or (4) establish a letter of credit, guaranty or surety arrangement. The insurance or other arrangement may be procured, maintained, or established within the Corporation or with any insurer or other person deemed appropriate by the Board of Directors regardless of whether all or part of the stock or other securities of the insurer or other person are owned in whole or in part by the Corporation. In the absence of fraud, the judgment of the Board of Directors as to the terms and conditions of the insurance or other arrangement and the identity of the insurer or other person participating in an arrangement shall be conclusive and the insurance or arrangement shall not be voidable and shall not subject the Directors approving the insurance or arrangement to liability, on any ground, regardless of whether Directors participating in the approval are beneficiaries of the insurance or arrangement.

## **ARTICLE VII - MISCELLANEOUS**

### **1. WAIVER OF NOTICE**

Whenever any notice is required to be given to any Member or Director of the non-profit Corporation under the provisions of the Texas Business Organizations Code, the Certificate of Formation or these Bylaws, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be equivalent to the giving of such notice.

### **2. MEETINGS BY TELEPHONE CONFERENCE, ELECTRONIC OR OTHER REMOTE COMMUNICATIONS TECHNOLOGY**

Subject to the provisions required or permitted by the Texas Business Organizations Code and these Bylaws for notice of meetings, members of the Corporation, members of the Board of Directors, may hold a meeting by Zoom or means so long as it is published to the public real time.

### **3. SEAL**

The non-profit Corporation may adopt a corporate seal in such form as the Board of Directors may determine. The Corporation shall not be required to use the corporate seal and the lack of the corporate seal shall not affect an otherwise valid contract or other instrument executed by the Corporation.

### **4. CONTRACTS**

The Board of Directors may authorize any officer or officers, agent or agents of the non-

profit Corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

## **5. CHECKS, DRAFTS, ETC.**

All checks, drafts or other instruments for payment of money or notes of the Corporation shall be signed, in accordance with City of Tool Financial Policies, or such other person or persons as shall be determined from time to time by the Member.

## **6. DEPOSITS**

All funds of the non-profit Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select and the Member approves.

## **7. GIFTS**

The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for general purposes or for any special purpose of the Corporation.

## **8. BOOKS AND RECORDS**

The non-profit Corporation shall deposit with the city secretary, correct and complete books and records of account; shall keep record of the names and addresses of each Owner or Member in either written paper form or maintained by or on behalf of the Corporation on, or by means of an information storage device or method or one or more electronic data systems, provided that any books, records, minutes and ownership or membership records so maintained can be converted into written paper form within a reasonable time. A Member of the Corporation, on written demand has the right to examine and copy, in person or by agent, accountant or attorney, at any reasonable time, for any proper purpose, the books and records of the Corporation.

## **9. FINANCIAL RECORDS AND ANNUAL REPORTS**

The Corporation shall maintain current true and accurate financial records with full and correct entries made with respect to all financial transactions of the Corporation, including all income and expenditures, in accordance with generally accepted accounting practices. All records, books, and annual reports (if required by law) of the financial activity of the Corporation shall be kept at the registered office or principal office of the Corporation in this state for at least three (3) years after the closing of each fiscal year and shall be available to the public for inspection and copying there during normal business hours. The Corporation may charge for the reasonable expense of preparing a copy of a record or report.

## **10. FISCAL YEAR**

The fiscal year of the non-profit Corporation shall be as determined by the Member.



## **11. TEXAS OPEN MEETINGS ACT**

The Board of Directors meetings and deliberations of the Board shall be called, convened, held, and conducted in accordance with the Texas Open Meetings Act, Section 551.001, et seq., Texas Government Code, as amended and shall be subject to the Texas Open Meetings Laws, in effect.

### **ARTICLE VIII – CONSTRUCTION**

#### **1. PRONOUNS AND HEADINGS**

All personal pronouns used in these Bylaws shall include the other gender whether used in masculine or feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate. All headings herein are for convenience only and neither limit nor amplify the provisions of these Bylaws.

#### **2. INVALID PROVISIONS.**

If any one or more of the provisions of these Bylaws, or the applicability of any such provision to a specific situation, shall be held invalid or unenforceable, such provision shall be modified to the minimum extent necessary to make it or its application valid and enforceable, and the validity and enforceability of all other provisions of these Bylaws and all other applications of any such provision shall not be affected thereby.

### **ARTICLE IX - AMENDMENT OF BYLAWS**

The Board of Directors may amend or repeal these Bylaws, or adopt new Bylaws, unless the Certificate of Formation or the Texas Business Organizations Code limits such powers. Unless the Certificate of Formation or a bylaw adopted by the Member provides otherwise as to all or some portion of these Bylaws, the Member may amend or repeal these Bylaws or adopt new bylaws even though the Bylaws may also be amended, repealed, or adopted by the Board of Directors.

### **ARTICLE X – PARLIAMENTARY AUTHORITY**

**10.01** Robert's Rules of Order, Newly Revised, shall be the parliamentary authority for all matters of procedure not specifically covered by the Bylaws or any specific rules of procedure adopted by the Board.

**10.02** The Board may convene in a closed session during any portion of a public meeting as desired in order to consider the following matters as authorized by rulings of the Texas Attorney General and Texas Government Code Annotated Sections 551.071 (consultation with attorney), 551.072 (deliberations regarding real property), 551.073 (deliberations regarding prospective gift), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), 551.087 economic development), and 551.088 (deliberation regarding test item).

**ARTICLE XI – DISSOLUTION OF THE  
CORPORATION**

The Corporation is a nonprofit corporation. Upon dissolution, all of the Corporation's assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. In accordance with the prior sentence, in the event of dissolution, such assets shall be conveyed to the City of Tool Texas.

Adopted by the Member (City Council) on June \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor





# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Councilmember Vera Bennett

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☒ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments: Ordinance 2024-10A, Parks and Recreation

Agenda  
Item No.  
**15**

### Summary of Agenda Item to be considered:

Staff has received revisions, submitted in conjunction with the Eight at Tool Park Board, to the Parks and Recreation Ordinance 2024-10A. This ordinance is for discussion at the June Regular meeting because the ordinance needs to be placed in the newspaper, due to the fines that are listed.

The ordinance revises Sections:

- 5 – detailing hours of operation from sunrise to 10 p.m.
- 6 – establishing various park fees authority to the Eight at Tool Park Board
- 8 – vehicles being limited to bicycles and skateboards

### Agenda Item, as listed on the agenda:

Discuss, on first reading, to Adopt Ordinance 2024-10A, Parks and Recreation, as presented by Councilmember Vera Bennett

### Recommended Motion to Consider:

N/A

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



# Ordinance # 2024-10A

## Parks and Recreation

### ORDINANCE NO. 2024-10A, PARKS AND RECREATION

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOOL, TEXAS, CREATING A CHAPTER OF “PARKS AND RECREATION” OF THE CODE OF ORDINANCES OF THE CITY OF TOOL; PROVIDING FOR A SAVING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PENALTIES OF A FINE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Tool, Texas has adopted the Code of Ordinances (the “Code”) for the City of Tool, Texas, hereinafter referred to as the “Code”, including, “Parks and Recreation”; and

**WHEREAS**, the Tool City Council has voted to create policies and guidelines related to use of City parks and recreational facilities, establishing charges and fees charged for use of City parks and recreational facilities, adopting a detailed policy regarding refunds of fees paid for parks and recreational facilities, services, and programs; and

**WHEREAS**, the proposed ordinance aims to provide for clarity of language, elimination of redundant and possibly conflicting sections, and easier administration and enforcement; and

**WHEREAS**, the City Council has reviewed and finds it in the public interest to adopt the recommended ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TOOL, TEXAS, THAT:**

**Section 1.** Inside of The City of Tool Code of Ordinances, “Parks and Recreation” shall be created in its entirety as follows:

#### **Section 2. DEFINITIONS**

As used in these Rules and Regulations, in accordance with Ordinance 2024-10:

- (1) ***Abandon*** means a person giving up custody of a domesticated pet or farm animal without making arrangements for another person to assume custody.
- (2) ***Alcoholic Beverage*** means any beverage containing more than one-half of one percent (0.5%) of alcohol by volume, which is suitable for use as a beverage, either alone or diluted.



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### Parks and Recreation

- (3) ***Animal*** means a non-domesticated living creature (e.g., cat, dog, chicken, or rabbit) or a wild living creature previously captured.
- (4) ***City Council*** means the City of Tool City Council.
- (5) ***Closed field*** means a playing field or a game field that has been closed for any use due to inclement weather or maintenance requirements by order of the Director of Maintenance and Operations.
- (6) ***Community Program*** means a City or Department activity offered as a free service to the public with no admission or registration fee and which is considered to be a minimum essential level of park and recreation opportunities in a municipal environment. Expenses will be recovered by subsidies/sponsorships by businesses and corporations. Community programs include Department sponsored city-wide special events and educational and community service programs.
- (7) ***County*** means Henderson County, Texas.
- (8) ***Department*** means the Parks Division of the City of Tool of the Maintenance Department.
- (9) ***Director*** means the director of the Department or his or her authorized designee.
- (10) ***Director of Maintenance*** means the Department Head assigned to lead the Parks Division.
- (11) ***Explosive*** means any chemical compound or mixture that is commonly used or intended for the purpose of producing an explosion.
- (12) ***Fees*** mean charges assessed or levied by the City through the Department to one or more people and/or entities for participation in programs, receipt of services, and/or use of a public park or recreational facility. Fees generally fall into one of the following categories:
  - (a) ***Administration Fee*** is a portion of a fee retained to cover administrative costs incurred in processing certain program registration and facility reservation refund requests;
  - (b) ***Admission Fees***, which are charges made to enter a public building, structure, event, or other controlled area;
  - (c) ***Online Convenience Fee*** means a fee charged to an individual or entity for utilizing the City's online registration/payment service.
  - (d) ***Permit Fees*** are charges for a permit issued by or under the authority of the Director of Maintenance and Operations.
  - (e) ***Rental Fees***, are charges for the privilege of exclusive use of any public park or recreation facility or equipment;
  - (f) ***Sales Revenues***, are revenues obtained from the operation of stores, concessions, etc. and from the sale of merchandise or other property;



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- (g) *Special Service Fees*, which are charges, made for supplying commodities, activities or services as an accommodation to the public; and
- (h) *User Fees*, which are charges for the non-exclusive use of a public park equipment or recreation facility, participation in a park program or access to an activity, or a city-controlled area for which an admission fee is not otherwise charged.
- (13) **Game field** means any portion of a public park that is either owned or leased by the city that has been designated as an area in which athletic league games are played, including fields for football, soccer, softball, baseball or any other team sport activity, whether or not sponsored or cosponsored by the Department.
- (14) **Individual** means a single human being.
- (15) **Park** means a property owned, operated, or maintained by the City of Tool for recreation and enjoyment by the general public.
- (16) **Peace Officer** means a peace officer as defined in article 2.12 of the Texas Code of Criminal Procedure, as amended.
- (17) **Person** means any individual, group of individuals, organization, corporation, or other legal entity, but does not include the City.
- (18) **Pet** means a domesticated animal kept for pleasure rather than utility.
- (19) **Road** means any road, or street, maintained or controlled by the City for public passage for vehicles within a park.
- (20) **Special Event** means a non-routine organized activity intended for more than twenty-five (25) individuals to share a common purpose as a group.
- (21) **Truck** means a motor vehicle designed, used, or maintained primarily to transport property, with a carrying capacity exceeding two thousand (2,000) pounds.
- (22) **Vehicle** means every device in, upon, or by which any individual or property may be transported or drawn upon a road, except a device moved by human power.
- (23) **Weapon** means those objects defined as weapons or prohibited weapons in Chapter 46 of the Texas Penal Code.
- (24) **Wildlife** means living creatures that are neither human nor domesticated.

### Section 3. Areas Covered

Except as specifically noted, these Rules and Regulations also apply to all City parks located within the City of Tool, Texas.



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## Parks and Recreation

### Section 4. Park Use

No person or organization shall use a park, or any area or facility therein, for any purpose other than for the purpose for which it was designed or designated. Any activity that will disrupt the normal purpose of the park is prohibited. Anyone seeking to use the park facilities for the purposes of video recordings and/or photography for profit is strictly prohibited without proper permission from the person designated by the Director of Maintenance and Operations.

### Section 5. Park Hours of Operation

No person shall enter into or remain within a park at any time other than during such time as the park is open to the public, designated as sunrise to 10 p.m., 7 days of the week, 365 days of the year.

### Section 6. Fees Established

Rentals, Concessions, Food Court and other adjacent fees for use of public parks and recreation facilities shall be assessed in a manner consistent with this ordinance. The City Administrator or their designee may reduce or waive any fees, within reason. Said fees are established by the **Eight at Tool Park Board**.

Fees and charges are reviewed from time to time using the following methodology presented to the City Council for approval:

- (a) Determine the service classification or cost recovery level;
- (b) Determine the direct costs of providing the service;
- (c) Compare the current market rate or fee being charged for a similar service and adjust accordingly:

### Section 7. Special Events Permits

- (1) *A person engaging in or sponsoring a special event shall apply for a special event permit, after approval from the City and pay all fees as applicable.*

- (a) No fees shall be required under this article for the following: The Armed Forces



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### Parks and Recreation

of the United States of America, the military forces of the State of Texas, political municipalities in the State of Texas, and the police and fire departments acting within the scope of their duties;

- (a) Funeral procession proceeding by vehicle under the most reasonable route from a funeral home, place of worship, or residence to the place of service or place of internment;
  - (b) A peaceful demonstration at a fixed location which is not a park street, road or trail; or
  - (c) A park sidewalk procession which observes and complies with the traffic regulations and traffic control devices, using that portion of a sidewalk nearest the street, but at no time using more than one-half of the sidewalk.
- (2) *A person or organization desiring to hold a special event shall apply for a special event permit by filing it with the Parks Division, a written application upon a form provided for that purpose. Each application shall be accompanied by a non-refundable application fee in an amount determined from time to time by the City Council or the **Eight at Tool Park Board**. An application for a permit for special events shall be made not less than 30 days prior to the date and time of the commencement of the special event. The City may waive the 30 day filing requirements for school functions or charitable fundraisers; however, in no case may an application for a permit be filed less than 15 days before the special event, unless approved by the City Administrator. The special event application must include:*
- (a) The name, home address and telephone number, office address and telephone number, date of birth, and a state-issued driver's license number of the promoter, the promoter, and of any other persons responsible for the conduct of the special event;
  - (b) A description of the special event;
    - Requested date, location, and hours of operation;



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- (c) Route to be used for a parade, if applicable, including starting and termination locations;
- (d) Proposed number, size, type, and location of structures to be used during the special event, including, but not limited to tents, fences, barricades, signs, banners and portable restroom facilities;
- (e) The estimated number of persons participating in or expected to attend the special event;
- (f) Request if there would need to be security provided by the City of Tool Police Department. (If no request for security, applicants should supply information if they have security).
- (g) The time and location of street closings, if any are requested;
- (h) Details of the offering, merchandising, or serving of concessions or alcoholic beverages at the special event, designating any street vendors or peddlers involved, and whether or not a vendor permit has been obtained;
- (i) Proof that the promoter possesses or is able to obtain all licenses and permits required by this Code or other City ordinance or by state law for the conduct of the special event;
- (j) If applicable, proof of notification signed by a majority of all of the households or businesses of the area affected by a block party;
- (k) Proof of insurance, (Special Events Insurance, in some cases) as deemed appropriate by the City. When deemed appropriate, a Certificate of Insurance shall be submitted to the City listing the City of Tool as an additional insured.

The Issuance of a permit shall be subject to the applicant receiving city approval of



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the plans submitted to the city pursuant to this Section 7, not less than 30 days before the start of the special event. The city assumes no liability or responsibility for the conduct of the special event merely by approving the plans submitted with an application for a special event as required by this Section 7. The applicant must submit adequate information relative to facilities, fire and police protection, concession service, parking, medical service or sanitation needs, as requested by the City's designee for permitting. City staff shall determine whether the application and plans meet City safety and other requirements. An applicant may be requested to modify an application to meet the requirements of this Section 7. Should any of the submitted plans fail to give, and after notice, the applicant is unable to provide for, adequate assurances that the plans will be implemented and carried out, the permit application may be denied.

Upon receipt of an application for a special event, the Director of Maintenance and Operations shall forward a copy of the application to the City departments that may be affected by the special event or asked to provide support for the special event and shall issue its approval or denial of the application within 21 days of receipt.

A requirement to obtain licenses and permits required by other City ordinances or applicable law, restrictions, regulations, requirement to pay the cost for City services, safeguards, and other conditions determined necessary by the Director of Maintenance and Operations for safe and orderly conduct of a special event may incorporate a condition for issuance of a permit for a special event.

- (3) The City may deny a special event permit if:
- A special event permit has been granted for another special event at the same place and time or within two hours of commencement or conclusion of a previously permitted special event;
  - The proposed special event will unreasonably disrupt the orderly flow of traffic and no reasonable means of rerouting traffic or otherwise meeting traffic needs is available;
  - The promoter fails to comply with, or the proposed special event will violate, a City ordinance or other applicable law, unless the prohibited conduct or activity would be allowed under this article;
  - The promoter makes a false statement of material fact on an application for a special event permit;
  - The promoter has had a special event permit revoked within the preceding 12 months or the applicant has committed two or more violations of a condition or provision of a special event permit or of this article within the





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- preceding 12 months;
- The promoter fails to provide proof that the promoter possesses or is able to obtain a license or permit required by City ordinance or other applicable law for the conduct of all activities included as part of the special event;
  - The promoter fails to pay any outstanding costs owed to the City for a past special event permit;
  - The promoter fails to submit the required deposit (if charged) and agree in writing to reimburse the City for the estimated costs to be incurred by the City for the special event;
  - The proposed special event would unduly burden City services; or
  - The special event begins or ends outside the City limits, unless the promoter supplies proof of approval of any other affected governmental entity.
- (4) If the City denies the issuance of a permit or revokes a permit, it may choose to send to the applicant in writing or via email of the denial or revocation and of the right to appeal. The applicant must appeal the decision in writing or via email to the City Administrator, not later than three days after receipt of the notice of denial or revocation. The City Administrator will present the appeal to the City Council at its next regularly scheduled meeting. The City Council shall consider all the evidence in support of or against the action appealed and render a decision either sustaining or reversing the denial or revocation. The decision of the City Council shall be final.

#### Section 8. Vehicles

- (1) No person shall operate a motorized vehicle within a park except on the designated roads or parking lots therein. An excerpt to this subsection shall be if the person with a mobility disability is operating a motorized wheelchair or other type of mobility devices and can show “credible assurance” by producing a State-issued, disability parking placard or card, or other State-issued proof of disability.
- (2) No person shall operate a truck within a park, other than assigned, on-duty City of Tool vehicles.
- (3) It shall be unlawful to ride a bicycle within or on:
- (a) any playground, special display area, pickleball court, athletic fields, pavilion or other monument type structure, or in any area where other activities are in progress; or
  - (b) any area within a park designated by the Director of Maintenance and



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Operations or pursuant to other ordinance and posted with a sign stating "No Bicycles" or similar sign.

- (4) No person shall operate a vehicle in a park at a speed in excess of the posted speed limit.
- (5) This Section (8) does not apply to the operation of a city-owned or leased vehicle operated by a city employee while in the act of performing the employee's official duties.
- (6) It shall be unlawful to operate or ride any ~~non-motorized scooter, bicycle, in-line skates, skateboard, or other recreational vehicle with wheels within 100 feet of any recreational field, regardless of whether on any paved or unpaved surface, during the hours of operation of the recreational field. The Director shall designate the area within 100 feet of a recreational field by signs stating "pedestrians only, non-motorized scooters, bicycles, in-line skates, skateboards or other recreational vehicles prohibited during game or practice times" or other similar signs.~~
- (7) No person shall cause a vehicle to be parked within a park, except in a designated parking area.
- (8) The operation or placement of any vehicle through, around or beyond a restrictive sign, barricade, fence, or traffic control device is prohibited.
- (9) No person shall cause a vehicle to remain within a park after-hours or in excess of twenty-four (24) hours at any given time unless a designated Parks representative is notified and approval is granted. Vehicles remaining within a park for which approval has not been granted will be towed at the owner's expense.

#### Section 9. Wildlife

- (1) No person shall willfully harm, harass, disturb, trap, confine, catch, possess, feed, hunt, release, or remove any wildlife within a park, without specific authority from the Director of Maintenance and Operations.
- (2) Fishing in accordance with State of Texas laws and regulations shall be permitted within all parks, except as specifically prohibited.

#### Section 10. Plant Life

No person shall intentionally or knowingly pick, damage, cut, break, injure, deface, or disturb any tree, shrub, plant, rock, building, cage, pen, monument, fence, bench or other structure, apparatus, or property; or to pluck, pull, cut, take or remove any shrub, plant



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or flower; or to mark or write upon, paint, or deface any building, monument, fence, bench or other structure.

### **Section 11. Fires/Smoking**

Except in posted, designated areas, no person may light, build, or maintain a fire within a park other than within a camp stove or barbecue pit. Smoking of tobacco products shall be confined to those areas designated for such in the park. If a burn ban is in effect, no fires or smoking will be allowed, except during special events and in facilities with a preapproved fire prevention plan reviewed by the Henderson County Fire Marshal.

### **Section 12. Weapons**

The constitution and laws of the State of Texas, including the Texas Penal Code and City of Tool, Texas Code of Ordinances, and those of the United States of America, govern the possession of Weapons within a city-owned park.

### **Section 13. Animals**

No person may bring into or possess in a park any animal other than a registered dog or domestic cat. Any person bringing a dog or domestic cat into a park shall keep the dog or domestic cat confined or secured by a leash not exceeding six (6) feet in length (including retractable leashes), keeping the dog or domestic cat under control at all times and a safe distance from people and other dogs or domestic cats in the park, in accordance with Ordinance 2016-03; A3.

### **Section 14. Glass Beverage Containers**

No person shall use or possess any glass containers in a park, except in designated areas.

### **Section 15. Reservations**

Any person may reserve an amphitheater, pickleball court or other designated park facility (e.g., meeting room).

Reservations may be made by submitting a written or digital request to the City of Tool in which the park is located during the posted hours of operation.



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Use of an amphitheater or other park facility will be approved by the applicable Park Division on a first-come, first-served basis (via the City of Tool Park's Rental Policy). Requests should be made prior to the proposed use, but no person, except a concessionaire who has contracted with the City, shall be entitled to continuous, exclusive use of a park or park facility.

- (1) A person who desires to use the facility must make a reservation, pay the appropriate user fee, and furnish the refundable deposit for cleanup costs and damages, if any.
- (2) If the area is not cleaned up after an event, or if the facility or its furnishings are damaged, the Director of Maintenance and Operations shall determine the amount necessary to compensate the City of Tool for the expense of damage or cleanup. This amount shall be deducted from the deposit, and the balance, if any, shall be refunded to the person who paid the deposit. In addition, the person making the reservation must employ and pay the required number of uniformed Texas certified peace officers who will provide security during the reserved period, if requested by the Director of Maintenance and Operations.
- (3) A person who desires to use a facility must make a reservation and furnish a deposit, as determined by the Rental Policy, for cleanup costs and damages, if any. If the area is not cleaned up after an event, or if the facility or its furnishings are damaged, the Director of Maintenance and Operations shall determine the amount necessary to compensate the City of Tool for the expense of damage or cleanup. This amount shall be deducted from the deposit, and the balance, if any, shall be refunded to the person who paid the deposit. In addition, the person making the reservation must employ and pay the required number of uniformed Texas certified peace officers who will provide security during the reserved period, if requested by the Director of Maintenance and Operations.
- (4) The person using the area or facility must employ and pay the required number of uniformed Texas certified peace officers who will provide security during the reserved period, if a security concern is established by the Director of Maintenance and Operations, within viable reason. The minimum number of such peace officers required for security shall be determined by the Tool Police Department.



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- (5) Alcoholic beverages may be consumed only if authorized in the concessionaire's agreement or rental policy, or if approved by City Administrator.

#### **Section 16. Other Unlawful Acts**

(1) It shall be unlawful for any person to do any of the following acts within any public park or recreation facility except as may be otherwise provided:

- (a) To swim, wade, or boat in any stream or pond;
- (b) To cut, excavate or remove any wood, turf, grass, soil, rock, sand, gravel or fertilizer from a public park or recreation facility;
- (c) To commit or perform any obscene, lewd or indecent act or create any nuisance that would disrupt, interfere with or obstruct in any manner any authorized, permissible and/or organized activity, program or use;
- (d) To play golf or hit golf balls;
- (e) To use any public tennis or pickleball court for any purpose other than playing tennis or pickleball;
- (f) To wear any footwear on the playing surface of a tennis or pickleball court other than tennis shoes;
- (g) To use metal detectors without the written permission of the Director of Maintenance and Operations;
- (h) To enter any portion of a public park or recreation facility posted as "Closed," unless approved in writing by the Director of Maintenance and Operations (possibly for construction);
- (i) To cause or participate in the construction, placement, or existence of any permanent or temporary structure (including, but not limited to, roads, trails, signs, non-portable hunting stands or blinds, buoys, docks, or landscape features) of any kind under, upon, in or over public parks and recreation facilities, or waters except in accordance with the terms and conditions of a City approved permit, lease, license or other appropriate



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written documentation. Unauthorized structures are subject to summary removal or impoundment by the Director of Maintenance and Operations.

(j) To erect and/or use an inflatable recreational attraction commonly (sometimes referred to as a “bounce house”) prior to:

- (1) A permit from the city; and
- (2) naming the City as additional insured on the person’s or entity’s general liability insurance; and
- (3) providing City an original certificate of insurance showing the insurance required by subparagraph (2), above, has been endorsed as required.

#### **Section 17. Use of Loudspeakers**

The use of loudspeakers within a park shall be governed by sections 42.01 of the Texas Penal Code, *Disorderly Conduct*.

Amplified music may be played only between the hours of sunrise and 10:00 p.m., unless otherwise approved by the Director of Maintenance and Operations.

#### **Section 18. Dumping and Littering**

The disposal of rubbish in any manner other than by depositing it in trash cans provided for this purpose; the willful destruction of or damage to or theft of City property; the creation of any hazard to persons or things; walking through and the climbing upon plant bedding areas or any part of a public building or structure are prohibited. No person shall bring into a park any trash, refuse, or waste material.

#### **Section 19. Solicitations and Sale of Goods and Services**

No person or business shall charge fees or solicit donations or contributions for any activity; to sell or offer for sale any food, drinks, confections, merchandise or commercial services; to conduct any commercial business activities of any kind; and/or post, place or erect on any public park or recreation facility any advertising, notice, billboard, paper or other advertising device without an approved permit; provided, however, this subsection shall not apply to city officials, employees or agents performing authorized activities or providing notice of official city meetings or functions.



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## Parks and Recreation

### **Section 20. Camping**

No person shall engage in overnight camping in a park, without a permit.

### **Section 21. Special Events**

No person shall solicit for, hold, or sponsor a special event in a park or park facility without the prior written permission of the Director of Maintenance and Operations, through a Special Events Permit, who shall require the provision of liability insurance in the amount of \$1,000,000 for injury or death to one person, \$2,000,000 for injury or death to more than one person, and \$1,000,000 for injury or damages to property in any one accident or occurrence, with the City named as insured.

### **Section 22. Special Rules For Specific Park Facilities**

Each park facility (including, but not limited to, dog and skate parks, landscaping areas, recreation areas, and nature centers) may develop rules and regulations that address problems specific to that facility, which shall be in writing and approved by the City Administrator through written policy. All persons shall comply with the rules and regulations posted for individual facilities or special events.

### **Section 23. Procedures and guidelines.**

- (1) Procedures for naming public park and recreation facilities.
  - (a) Tool City Council members will be responsible for recommending a name for public park and recreation facilities, whom shall be responsible for research, study and recommendation of a proposed name to the City Council. Rationale for the recommended name shall be given in writing and accompany the recommendation. Names of public parks and recreation facilities should be familiar to the majority of citizens, easy to recall, unique and lasting.
  - (b) Public park and recreational facilities may be named immediately prior to or during development.
  - (c) Public parks and recreational facilities shall be named in their entirety. Sections of a named park may be eligible for a different name than the name given to the entire park.



# Ordinance # 2024-10A

## Parks and Recreation

### **Section 24. Park Signs**

All persons shall comply with signs and markers installed, or caused to be installed, in a park by the Director of Maintenance and Operations.

### **Section 25. Non-discrimination Clause**

All public park and recreation facilities shall be available to the public without regard to sex, race, color, creed, age, nationality or place of origin. No lessee, licensee, or concessionaire shall discriminate against any person because of sex, race, color, creed, age, nationality or place of origin.

### **Section 26. Effect on Existing Law**

These Rules and Regulations are in addition to, and not in lieu of, all federal, state, and municipal laws, rules, and regulations applicable within a park.

### **Section 27. Enforcement**

The Director of Maintenance and Operations or their designee (which may be the Tool Police Department) shall request any individual to leave the Park, who may violate any of these Rules and Regulations from the park. In addition to removal from the park, charges may be filed against a violator under Section 31.

### **Section 28. Severability**

The provisions of these Rules and Regulations are severable. If any word, phrase, clause, sentence, section, provision, or part of these Rules and Regulations should be held invalid or unconstitutional, it shall not affect the validity of the remaining provisions, and it is hereby declared to be the intent of the City of Tool that these Rules and Regulations would have been adopted as to the remaining portions, regardless of the invalidity of any part.

### **Section 29. Amendments**

These Rules and Regulations, per this Ordinance, may be amended at any time at the discretion of the Tool City Council.





# Ordinance # 2024-10A

## Parks and Recreation

### Section 30. Posting

These Rules and Regulations shall be conspicuously posted at or near the entrance of all City parks.

### Section 31. Offenses

A violation of the terms and conditions of this ordinance shall be punishable as a class C misdemeanor, unless damages or violations exceed the jurisdiction's limits of a Class C misdemeanor.

### Section 32. Effective Date and Passage

This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the laws of the State of Texas.

Passed and approved by the Tool City Council on the \_\_\_\_ day of \_\_\_\_\_, 2025 and effective upon passage.

*Seal*

\_\_\_\_\_  
Mike Dumont, Mayor

\_\_\_\_\_  
Kimberley Price, City Secretary



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Councilmembers Michael Fladmark & Vera Bennett

Department: \_\_\_\_\_

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☒ Resolution

Attachments: Resolution 2025-03R, Council Rules of Procedure

Agenda  
Item No.  
**16**

### Summary of Agenda Item to be considered:

Councilmembers Michael Fladmark and Vera Bennett are requesting changes to the Resolution, adopted in March 2025.

Those changes include:

- Repealing Resolution 2025-02R, Council Rules of Procedure; and
- Recording of Executive Sessions; and
- Amending motions to reconsider; and
- Other grammatical changes throughout.

### Agenda Item, as listed on the agenda:

Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-03R, Council Rules of Procedure, repealing Resolution 2025-02R, Council Rules of Procedure, as presented by Councilmembers Michael Fladmark and Vera Bennett

### Recommended Motion to Consider:

“I move to Adopt Resolution 2025-03R, Council Rules of Procedure and repeal Resolution 2025-02R”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date

RULES OF PROCEDURE FOR THE TOOL CITY COUNCIL,  
OF THE CITY OF TOOL, TEXAS

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Adopted by Resolution 2025-03R, on \_\_\_\_\_, 2025

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## **ARTICLE 1. AUTHORITY, APPLICABILITY, AMENDMENT, AND ANNUAL REVIEW**

### **1.1 City of Tool, Texas.**

The City of Tool ("City") is a **Type A general-law** city located on the western shoreline of Cedar Creek Lake in Henderson County, Texas. The Tool City Council ("Council") consists of five (5) Council Members and a Mayor, elected at-large for two-year terms, in staggered annual elections held during November.

### **1.2 Authority.**

The Local Government Code ("Law") of Texas grants the Council the right to determine its own Rules of Procedure ("Rules"); the following Rules are presented under and by authority of said provision. **This resolution, In effect, repeals Resolution 2025-02R, Council Rules of Procedure, adopted by the City Council of Tool, Texas on March 18th, 2025.**

### **1.3 Applicability.**

The Rules adopted by the Tool City Council are applicable not only to the Council, but also to City Staff and Citizens, **during ruling and administrative proceedings.**

### **1.4 Amendment.**

These Rules may be amended or new Rules adopted, by a majority vote of the members of the Council assembled, at a Regular Council meeting.

### **1.5 Annual Review.**

Following the municipal elections each year, Council may review these Rules of Procedure, make changes as appropriate, and adopt their own Rules of Procedure in accordance with law. In the event no annual review occurs, the standing Rules continue in effect. This does not limit the Council's right and ability to amend the Rules at any other time during the fiscal year, in accordance with the Law.

## **ARTICLE 2. GENERAL RULES OF PROCEDURE AND POLICIES**

### **2.1 Construction of Authority.**

The construction of authority in all matters associated with the meetings and activities of the Council, including the agenda, shall be:

- (1) the U.S. Constitution and statutes of the United States of America;
- (2) The Texas Constitution and statutes of the State of Texas;
- (3) City Policy;
- (4) the Code of Ordinances of the City;
- (5) these Rules; and,
- (6) Robert's Rules of Order as amended and set forth herein.

### **2.2 Meetings Shall Be Public.**

All meetings of the Tool City Council shall be public, and notices thereof shall be posted as required under the Texas Government Code, Chapter 551, Open Meetings Act. Except in the case of an

emergency meeting, notice of all meetings shall be posted 72 hours before the time set for the meeting.

### 2.3 Conduct of Meetings.

Meetings of the Council shall be conducted according to the rules adopted by the Council, as well as the terms and provisions of Robert's Rules of Order as amended herein and when not inconsistent with these Rules.

### 2.4 Staff Directives.

Direction of Council objectives, tasks and requests shall flow to and start with the City Administrator. Council members and the mayor are not directed to direct staff regarding a request, that does not first start with the City Administrator.

### 2.5 Regular Meetings.

Regular meetings of the Council shall be held on the third Thursday of each month, starting at 6:00 p.m. The Council may, by **Council action** and these Rules of Procedure, change the days or times of meetings as circumstances may necessitate.

### 2.6 Special Meetings.

Special meetings of the Council may be called upon request of the Mayor, or two members of the Council that are currently seated. A request for a special meeting shall be filed with the City Secretary in written/electronic format or requested during a regular Council meeting at which a quorum of Council is assembled.

### 2.7 Emergency Meetings.

In case of an emergency or urgent public necessity, which shall be expressed in the meeting notice, it shall be sufficient if members receive, and notice is posted two (2) hours before the meeting is convened. Notice shall also be provided to the media in accordance with the Texas Government Code, Section 551.047.

### 2.8 Work Sessions.

Work sessions are special meetings called for the purpose of conducting detailed and thorough explorations of matters that may properly come before the Council. These work session matters include budgetary, projects or general workshop ideas.

### 2.9 Scheduled Budgetary Sessions.

Scheduled budgetary sessions shall be held twice annually, to administer and review the budget, as presented by the City Administrator. These meetings shall take place during the preceding months before a budget is presented to the City Council for adoption.

### 2.10 Executive Sessions.

The Council can retire into an executive session as stated on a posted agenda during a regular or special meeting, if a motion is duly made, seconded and then affirmed by a majority of the Council.

However, before said session begins, the Presiding Officer shall announce that the executive session is commencing. The order in which an executive session may appear on the agenda is subject to the discretion of the Mayor, or in the absence of the Mayor, by the Mayor Pro Tem. A **recording** of the meeting will be created by the Presiding Officer or his or her designee, sealed and permanently kept,



subject to opening by court order. No voting or action shall be taken by the Council during an executive session. No other subjects but those posted on the agenda shall be considered. Adjournment of the executive session shall be announced by the Presiding Officer upon return of the Council from the executive session, and any action to be taken shall be made during the open public meeting.

Items discussed in executive session shall remain private. Except for actions taken during open session, no Council Member, staff member or legal counsel may discuss or reveal the proceedings of an executive session. Section 551.146 of the Texas Government Code makes such an act a class B misdemeanor and opens the person who reveals such information personally liable for any damages resulting from such action **for knowingly discussing the certified agenda or recording of a closed meeting.**

## **2.11 Recessed Meetings.**

No meeting shall be recessed for a longer period of time than until the next scheduled regular meeting except when required information has not been received, or, in the case of work sessions or special meetings, to a date certain by motion duly passed.

## **2.12 Quorum.**

Any three (3) members of the Council assembled in person, phone or digitally shall constitute a quorum for the transaction of any City business. Should more than two (2) Council Members assemble to discuss a scheduled agenda item or items, that assembling shall be considered to be a Walking Quorum and a violation of the Texas Open Meetings Act.

## **2.13 Conflict of Interest.**

A Council Member that is prevented from voting by a conflict of interest shall file a conflict-of-interest **affidavit** with the City Secretary as soon as possible after the posting of the agenda which contains the conflict(s), unless an applicable conflict of interest **affidavit** has previously been filed on that item(s).

A Council Member that is prevented from voting by a conflict of interest shall step down from the dais and take a seat in the audience, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the council's deliberation of the matter in any way, shall not attend Executive sessions regarding the matter, and shall otherwise comply with the state law and City ordinances concerning conflicts of interest including Chapter 171 of the Local Government Code.

## **2.14 Presiding Officer.**

The Mayor shall serve as the Presiding Officer for all meetings of the **Tool City Council**. In the absence of the Mayor, the Mayor Pro Tem shall serve as the Presiding Officer, in those instances. In the absence of the Mayor Pro Tem, the City Secretary shall call the meeting to order if a quorum of the Council is present and the first order of business shall be for Council to elect by majority vote, a temporary Presiding Officer from the members then seated and in attendance. The temporary Presiding Officer shall serve in such capacity until the meeting is adjourned.

The Presiding Officer shall serve as the chair of all Council meetings. All decisions of the Presiding Officer are final unless overruled by the Council through a motion to appeal as described in Article 3.9 – Courtesy, Decorum and Order of these rules.

The Presiding Officer **for Class A cities** is entitled to participate in the discussion and debate of

scheduled agenda items but is not entitled to vote on agenda items before the Council unless to break a tie. Because the Presiding Officer conducts the meeting, it is common courtesy for the Presiding Officer to take a less active role than other members of the Council in debates and discussions. This practice in no way precludes the Presiding Officer from participating in the meeting fully and freely.

## **2.15 Minutes of Meetings.**

The City Secretary shall keep an account of all proceedings of the Council and they shall be open to public inspection in accordance with the laws of the State of Texas.

## **2.16 Suspension and Amendment of Rules.**

Any provisions of these rules not governed by federal, state law or the City Code of Ordinances may be temporarily suspended by a super majority vote (see Article 3.7 of these rules) of the Council and may be amended in a similar fashion if such amendment was introduced at the previous regular meeting of the Council and shall have received preliminary approval of the Council at that meeting. For the purpose of this section, preliminary approval shall mean a motion, a second followed by a majority vote to preliminary approve the amendment.

# **ARTICLE 3. PARLIAMENTARY PROCEDURE**

## **3.1 Purpose.**

The purpose of these rules of parliamentary procedure is to establish orderly conduct of the meetings. Simple rules lead to a wider understanding and participation. Complex rules create two classes:

- (1) those who understand the rules, and
- (2) those who do not fully understand and those who do not fully participate.

The ultimate purpose of these rules of parliamentary procedure is to encourage and facilitate decision-making by the Council. In a democracy, the majority opinion carries the day.

These rules enable the majority to express their opinion and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

## **3.2 Model Format for an Agenda Item Discussion.**

The following ten (10) steps is a model or guidebook for the Presiding Officer and Council. The Council meeting is governed by the agenda and the agenda constitutes the only items to be discussed. Each agenda item can be managed or presented by the Presiding Officer (Mayor) as follows:

1. *Announce the Item.* The Mayor, or Presiding Officer, should clearly announce the agenda item number and should clearly state what the subject matter of the agenda item by reading the caption for the item being considered.
2. *Receive a Report.* The Presiding Officer should invite the appropriate people to report on the item, including any recommendation they might have or may present as a consent agenda item.
3. *Ask Clarifying Questions.* The Presiding Officer should ask the Council Members if they have any technical questions for clarification. At this point, members of the Council may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

4. *Seek Citizen Input.* The Presiding Officer should invite citizen comments – or if a public hearing, open the public hearing. Upon conclusion, the Presiding Officer should announce that public input is closed, or if a public hearing, close the public hearing and announce the time.
5. *Motion First.* The Presiding Officer should invite a motion from the Council before debate is given on the merits of the item. The Presiding Officer should announce the name of the member who makes the motion.
6. *Motion Second.* The Presiding Officer should determine if any member of the Council wishes to second the motion. The Presiding Officer should announce the name of the member who seconds the motion. If no member of the Council wishes to second the motion, then the motion fails, and should be so stated by the Presiding Officer.
7. *Repeat Motion.* If the motion is made and seconded, the Presiding Officer should make certain that everyone (including the audience) understands the motion. This is done in three ways:
  - a. The Presiding Officer can ask the maker of the motion to repeat it;
  - b. The Presiding Officer can repeat the motion; or
  - c. The Presiding Officer can ask the City Secretary to repeat the motion.
8. *Discuss the Motion.* The Presiding Officer should now invite the members of the Council to discuss the motion. If there is no desired discussion, the Presiding Officer may call for a vote. If there has been no discussion or a brief discussion, then there is no need to repeat the motion before taking a vote. If the discussion has been lengthy, it is a good idea to repeat the motion before calling for the vote.
9. *Vote.* The Presiding Officer calls for the vote. Unless a super-majority is required for passage of the motion, a simple majority vote determines whether the motion passes or fails. Unless a member of the Council seeks recusal from voting on any question where the vote would constitute a conflict of interest, and that recusal is consented to by a majority of the remainder of the Council, all members of the Council, excluding the Presiding Officer except in the case of breaking a tie vote, shall vote upon every question, ordinance or resolution. Any Council Member refusing to vote unless so excused shall be entered upon the minutes as voting in the affirmative. (Art. VII § 15 – Legislative Procedure of the City Charter). Action items require a vote.
10. *Announce the Outcome.* The Presiding Officer announces the results of the vote and should also state what action (if any) the Council has taken. The Presiding Officer should announce the name of any Council Member who voted in the minority on the motion.

### 3.3 The Basic Motions.

The basic motion is the one that puts forward a decision for consideration. A basic motion by a Council Member might be: “I move approval of the ordinance as submitted,” or “I make a motion that we deny the resolution.”

### 3.4 The Motion to Amend.

If a Council Member wants to change a basic motion, he or she would motion to amend the original or previously amended motion. A motion to amend might be: “I move that we amend the motion to

include the changes we discussed to the ordinance.” A motion to amend seeks to retain the basic motion on the floor (a motion made and seconded), but to modify it in some way.

A motion to amend requires the agreement of the person making the original motion. If the basic motion has already been seconded, the motion to amend must be acknowledged and accepted by the member who seconded the basic motion.

### 3.5 Discussion and Debate.

The basic rule of motions is that they are subject to discussion and debate. Accordingly, the basic motion and the motion to amend are all eligible, each in their turn for full discussion by and before the Council. Discussion and debate can continue as long as the Council Members wish to discuss it, or until the Presiding Officer decides that it is time to move on and call for a vote on the motion.

### 3.6 Other Motions.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the Council to move on. The following motions are NOT debatable, and the Presiding Officer must immediately call for a vote on the motion, if seconded by another Council Member.

- *Motion to Table*. This motion, if passed, requires discussion of the agenda item to be halted immediately, and the agenda to be placed on hold. The motion may contain a specific time to bring the item up again, or it may not specify a time. If no time is specified, the item shall be placed on the agenda at the following Council meeting.
- *Motion to Remove from Table*. This motion, if passed, allows the Council to remove an item previously placed on hold. A vote in favor of removing an item from the table must be made before the Council can take action on an item that was tabled.
- *Motion to Adjourn*. This motion, if passed, requires the Council to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote to several hours. It requires a simple majority vote.
- *Motion to Fix the Time to Adjourn*. This motion, if passed, requires the Council to adjourn the meeting at the specific time set in the motion. For example, “I move we adjourn this meeting at Midnight.” It requires a simple majority vote.

### 3.7 Motions Requiring a Two-Thirds or Supermajority Vote to Pass.

Normally a super majority vote consists of four votes (three to pass as a simple majority, plus one more). For the purposes of these rules and as defined in the Charter, a three-fourths vote shall also be considered a supermajority vote and shall require a like number of votes as a two-thirds vote. In exceptional circumstances where the number of Council Members is diminished to less than four due to vacancy, the following shall constitute a two-thirds or super majority vote:

| NUMBER OF COUNCIL MEMBERS | NUMBER OF VOTES FOR SUPER MAJORITY |
|---------------------------|------------------------------------|
| 5                         | 4 or more                          |
| 4                         | 4                                  |
| 3                         | 3                                  |

|   |   |
|---|---|
| 2 | 2 |
| 1 | 1 |

- *Motion to Limit Debate*. This motion is sometimes referred to as, “moving the question” or, “calling the question.” When a member of the Council makes such a motion, the member is saying, “I have had enough discussion, let’s vote on the issue.” When such a motion is made, the Presiding Officer should ask for a second, stop the discussion and vote on the motion to limit debate. The motion requires two-thirds, or super majority vote to pass. Meaning, the number of Council Members voting for the motion must equal four or more.
- *Motion to Object to the Consideration of an Item*. This motion, if passed, precludes the Council from even considering the item on the agenda. It does not preclude the item from appearing on a future agenda. The motion requires two-thirds, or super majority vote to pass. (Normally, this motion is unnecessary, because the objectionable item can be defeated outright or tabled.)
- *Motion to Suspend the Rules*. This motion is debatable, but requires a two-thirds or super majority vote to pass. This motion allows the Council to suspend its own rules for a particular purpose. For example, the Council may desire to give a particular speaker more time than normally allowed. A “motion to suspend the rules and give the speaker ten additional minutes,” accomplishes this desire.
- *Motion to Hire/Fire the City Secretary or Chief of Police*. The *City Secretary and the Chief of Police both*, shall be appointed and removed by a super majority vote.

### 3.8 Motion to Reconsider.

There is a special motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. As such, after a vote is taken, the matter is deemed closed, subject to reopening only if a proper motion to reconsider is made.

A motion to reconsider requires a simple majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

- The first rule involves timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is considered untimely.
- The second rule, the motion to reconsider can only be made by a member of the Council who voted in the majority on the original motion. The motion to reconsider may be seconded by any member of the Council regardless of how they voted on the original motion. If a Council Member voted in the minority on the original motion seeks to make a motion to reconsider, it MUST be ruled out of order by the Presiding Officer. The purpose of this rule is finality. If the minority Council Member could make a motion to reconsider, then the item could be brought back again and again, which would defeat the purpose of finality.

If a motion to reconsider passes, then the original matter is back before the Council, and a new original motion is required. The matter may be discussed as if it were on the floor for the first time.

### 3.9 Courtesy, Decorum and Order.

These rules of order are meant to promote an atmosphere of courtesy and decorum appropriate for efficient discussions before City business. It is the responsibility of the Presiding Officer (and the members of the Council) to maintain that atmosphere of courtesy and decorum. The Presiding Officer should always ensure that debate and discussion focus on the item and the policy in question, not on the personalities of the participants of the discussion. Debate on policy is healthy; debate on personalities is not. In order to assist in the creation and maintenance of that atmosphere the following rules shall govern all meetings: **to speak, an audience member shall fill out the "Request to Speak Form" with the City Secretary.** The Presiding Officer has the right to cut a speaker off if the discussion becomes too personal, too loud, too crude, irrelevant, impertinent, redundant, or slanderous.

1. *Request to Speak*. Before the public Council meeting starts, an audience member shall write in the "Request to Speak Form" managed by the City Secretary stating their name, address and the agenda item(s) they would like to speak on before the Council. Time for each speaker is limited to three (3) minutes maximum.

Before a Council Member, staff member or an audience member may speak, they must first be recognized by the Presiding Officer. Upon recognition, the person requesting to speak shall hold the floor and shall make their point clearly and succinctly. Public comments must be kept relevant to the subject before the Council. The Presiding Officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, overly redundant or slanderous remarks may be barred by the Presiding Officer from further comment before the Council during the Council meeting.

2. *Order*. If a person fails to request to speak before speaking, the Presiding Officer shall rule them 'out of order' and remind them that they do not have the floor. While the Council is in session, all Council Members must preserve order and decorum. A person shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the meeting, nor disturb any other person while speaking or refuse to obey the orders of the Presiding Officer.
3. *Improper References Prohibited*. Every person desiring to speak shall address the entire Council and shall not single out a Council Member, the audience or a staff member. Speakers shall confine themselves to the question under debate, avoiding all personal attacks and indecorous language.
4. *Interruptions*. A Council Member, once recognized, shall not be interrupted when speaking unless it is to call him or her to order, or other such interruption expressed below. If the Council Member, while speaking, is called to order, he or she shall cease speaking until the question of order is determined, and if the Council Member is found to be in order, he or she shall be permitted to proceed speaking. Allowable interruptions or, points of order are as follows:
  - a. *Point of Privilege*. The proper interruption would be: "Point of Privilege." The Presiding Officer would then ask the interrupter to, "state your point." Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room might be too hot or cold, or a fan motor might interfere with a Council Members ability to hear.
  - b. *Point of Order*. The proper interruption would be: "Point of Order." The Presiding Officer would then ask the interrupter to, "state your point." Appropriate points of

order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Presiding Officer called for a vote on a motion that permits debate without allowing any discussion.

- c. *Motion to Appeal*. If the Presiding Officer makes a ruling that a Council Member disagrees with, that Council Member may appeal the ruling of the Presiding Officer by stating, “motion to appeal.” If the motion is seconded by another Council Member and after debate it passes by a simple majority vote, the ruling of the Presiding Officer is reversed.
- d. *Call for orders of the day*. This is simply another way of saying, “let’s return to the agenda.” If a Council Member believes the discussion has strayed from the agenda. The motion does not require a vote. If the Presiding Officer discovers that the discussion has strayed from the agenda, he or she simply returns to the business of the day.
- e. *Withdraw a Motion*. During the debate and discussion of a motion before the Council, the original maker of the motion, at any time, may interrupt the speaker to withdraw his or her motion. The motion is immediately deemed withdrawn and discussion on the motion shall cease. Council Members are free to make the same motion again or another motion.

### 3.10 Enforcement of Rules and Procedures.

The following provisions may be used to enforce the good order and decorum of the meeting. The action may be taken by the Presiding Officer under his or her own action, or upon a motion to enforce by any Council Member.

- 1. *Warning*. The Presiding Officer may order any person (Council Member, staff member or audience member) in violation of these rules to be silent.
- 2. *Removal*. If, after receiving a warning from the Presiding Officer, the person continues to disturb the meeting or breach the peace and good order of the meeting, the Presiding Officer may order the person to leave the meeting. If the person does not leave the room, the Presiding Officer may order the Officer-at-Arms to remove the person.
- 3. *Officer-at-Arms*. The Officer-at-Arms shall be the highest-ranking police officer in attendance at the Council meeting, or such other officer designated by the Chief of Police for that purpose. Upon instruction of the Presiding Officer, it shall be the duty of the Officer-at-Arms to remove from the meeting any person who intentionally disturbs the proceedings of the Council. A violation of these rules may be deemed an attempt to disrupt, obstruct, and/or interfere with a lawful meeting and subject the violator to prosecution under state law for disrupting a lawful meeting. (Section 42.05, Texas Penal Code)
- 4. *Resisting Removal*. Any person who resists removal by the Officer-at-Arms may be charged with violating Section 42.05 of the Texas Penal Code.
- 5. *Motion to Enforce*. Any Council Member may move to require the Presiding Officer to enforce these rules and the affirmative vote of a simple majority of the Council shall require the Presiding Officer to do so. A motion to enforce is an allowable interruption and is not debatable.

### 3.11 Council May Discipline its Own Members.



In the event a Council Member violates these Rules or any other City Ordinance, or acts in a manner that causes embarrassment or disgrace to the City, the Council may discipline the offending Council Member.

Such action may only take place after Council votes to adjourn to a closed executive session to discuss the offense. The offending Council Member shall be present at the executive session to answer any questions asked by the other Council Members assembled or make other statements as he or she may desire to make in his or her defense. If the offending Council Member refuses to attend the executive session, the remaining Council Members may proceed in his or her absence.

The outcome of the executive session may be as follows and shall be made publicly in open session in accordance with the Texas Open Meetings Act:

1. No Action. The Council chooses to take no action.
2. Private Censure. The Council may choose to privately censure the offending Council Member, leaving their comments to the offending Council Member left in the privacy of the executive session.
3. Public Censure. The Council may choose to publicly censure the offending Council Member after opening the public meeting through a motion to censure, seconded and passed by a supermajority vote of the Council Members. The results of the censure vote shall be entered into the public record.

#### **ARTICLE 4. AGENDA ORDER**

The Mayor and the City Secretary, or an appropriate designee, shall prepare an agenda and cause the same to be publicly posted a minimum of 72 hours prior to the meeting date on City website and City newspaper of record. Agendas and Council packets shall be delivered to the Council, in digital format to each Council Member, on or before 6:00 PM of the day of the posting, or within such other times as established by the Council from time to time. In the event of an emergency meeting of the Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law.

In order to facilitate the agenda process, the Mayor, the City Administrator, two Council members, in accordance with Resolution 2021-10, or the City Secretary may place an item on the agenda. Staff assistance, if required, should be requested through the City Administrator or Secretary. Agenda items must be provided to the City Secretary's office at City Hall by close of business on the first (1st) day of the month of the scheduled regular Council meeting. If the agenda topic does not allow for staff to adequately prepare information for Council's consideration, the item may be postponed until the next regular Council meeting or special called Council meeting.

##### **4.1 Call to Order, Announcement of a Quorum, and Approval of Agenda.**

The Mayor, or Presiding Officer, shall call the Council meeting to order. The Council Members will state their presence for the record. The Presiding Officer shall announce that a quorum of the Council is established or not and shall state for the record the names of all Council members that are absent.

Should a quorum of the Council not be established, the Presiding Officer shall adjourn and reschedule the Council meeting.

The Presiding Officer or a Council Member, by motion, may request agenda items to be considered in a different sequence than presented on the published agenda for the Council meeting. The



Presiding Officer, or a Council member, may request for change in the agenda order followed with a motion by a Council Member, followed by a second, discussion and a simple majority vote will be required.

#### 4.2 Pledges of Allegiance to the United States.

The Council will lead with the Pledge of Allegiance to the United States. The Council invites individuals and organizations, young and old, to request and lead the Pledge.

#### 4.3 Appointments, Presentations, Proclamations and Recognitions.

The Presiding Officer, or their appointees, shall make any appointment to a City committee, or deliver any presentation, proclamation or recognition as may be required from time to time. Third party entities and organizations may request and be granted permission to make presentations in this section on the agenda.

#### 4.4 Public Hearings.

This section is only used when a statutorily required public hearing is part of the order of business. The Presiding Officer shall first open the public hearing, announce the time and conduct the public hearing to receive comments in alternating sequence of proponents, then opponents, if possible. The Presiding Officer shall first request staff comments. While the public hearing is open, Council may ask questions of the speakers, but may not deliberate or argue with the public on the matter at hand.

The Council shall open relevant public hearings to receive citizen comment regarding the items as published in the meeting agenda. The public comment period begins on the first date notice is published and extends to the close of the public hearing. Public comments may be submitted either in person, in writing to the Office of the City Secretary, 701 N. Tool Dr., Tool, TX 75143, or electronically via email at [contact@tooltexas.org](mailto:contact@tooltexas.org). Any contact information provided by a person wanting to provide testimony, including your name, phone number, email address and physical address will become part of the city's public record.

Those speaking at a public hearing are required to follow the rules established herein for citizen comments. Upon conclusion of citizen comments, the Presiding Officer shall close the public hearing and announce the time. Council may deliberate or take action on the public hearing item(s) after the closing of the public hearing.

#### 4.5 Consent Agenda Items.

There is hereby established, as a part of every agenda for regular and/or special called meetings of the Council, a portion of said agenda that shall be labeled "Consent Agenda." Said consent agenda may consist of any and all business regularly coming before the Council including approval of the minutes of previous meetings.

Approval of Consent Agenda items authorize each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Council present at this meeting.

Consent agenda items shall include but not limited to the following:

- Approval of the Minutes;
- Monthly Activity Reports by City Department(s);

- Special City Reports.

The Council shall take action to discuss, amend and approve the minutes of any Council meetings, monthly activity reports, and special reports presented for their review since the last regular Council meeting.

#### 4.6 Statutory Agenda Items.

Items for individual consideration shall be considered by the Council individually and approved by either a simple majority vote or a super majority vote as the case may be.

The purpose of this section is to have full discussion upon request by the Council. Ideas, thoughts and decisions are formulated by Council and staff of City plans, operations, policies, and/or future projects. Agenda items may include but not limited to the following:

- Zoning variances
- Request for Proposals (RFP)
- 3<sup>rd</sup> party service agreements
- City Ordinances
- City Resolutions

#### 4.7 Citizen Comments on Non-Agenda Items.

All persons desiring to speak to the Council on a non-agenda item must sign the 'Request to Speak Form' managed by the City Secretary at least five (5) minutes before meeting starts providing their name, address and non-agenda item they would like to comment on. Time for each speaker is limited to three (3) minutes maximum.

#### 4.8 Staff Comments.

This section is used for staff comments or concerns to the Council.

#### 4.9 Council Comments

This section is used for Council comments or concerns to the public and staff.

#### 4.10 Future Agenda Items.

The Council may request items to be placed on a future agenda at this time. No discussion or deliberation of the items may take place at this time, other than a determination of Council consensus to direct staff to place the item on a future agenda.

#### 4.11 Media Inquiries.

The recognized local media sources may direct questions to members of the Council through the City Secretary. The recognized local media sources will generally be provided an opportunity to ask questions of the Council toward the end of regular session agendas. As a general rule, each media source will be provided two questions and one follow-up question, limited to five (5) minutes per media source.

#### 4.12 Executive Session Items.

This section is only used when it is necessary for the Council to convene in executive session. Executive enumerated in Chapter 551, Open Meetings Act of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open

Meetings Act. If the subject of the executive session warrants, the executive session may be called at any time during the regular session.

#### **4.13 Action on Executive Session Items.**

This section is only used if Council conducts an executive session. Action on executive session items must be taken during public/open session of the Council. Action may include the taking of no action at all.

#### **4.14 Adjournment.**

The Presiding Officer shall adjourn the Council meeting after motion to adjourn by a Council Member, seconded and approved by majority vote.

### **ARTICLE 5. WORK SESSION POLICIES AND PROCEDURES**

#### **5.1 Purpose.**

Council may call and hold public **work** sessions for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the Council. The following rules shall prevail for the call and conduct of work session meetings.

#### **5.2 Agenda.**

The Council shall only consider a limited number of **matters during** a work session. Sufficient time for consideration of such matters shall be provided.

#### **5.3 Documents and Exhibits to be Presented.**

When possible, staff shall make available to the Council all documents, exhibits, maps, plats, architectural drawings, specifications or other similar documents at least 48 hours before the beginning of the work session.

#### **5.4 Technical Questions.**

All questions of a technical nature, which require a detailed explanation for understanding, may be considered during a work session. Council may, through the City Administrator, request the attendance of such staff members or outside experts as may be required to answer such questions.

#### **5.5 Audience Comments or Questions.**

Formal actions by Council, such as approving or going out for **a** Request for Qualifications (RFQ), may be taken during a work session, if a Council quorum is assembled. Council may provide staff direction on the matter being considered and request that the item be placed on a regular or special called Council meeting agenda for formal action.

### **ARTICLE 6. RULES GOVERNING CITIZEN COMMENTS**

#### **6.1 Purpose.**

It is the desire of the Council to hear from the citizens of Tool and to stimulate discussion and offer a forum for a cordial and meaningful public debate on matters that are properly a concern of the Council. The following rules shall control and govern audience comments.

#### **6.2 Rules for Audience Comments.**

Immediately preceding the opening of a called public meeting or hearing the Presiding Officer may

direct the City Secretary to read the rules governing citizen comments.

### **6.3 Rules Governing Citizen Comments.**

1. Each speaker is required to use the microphone for speaking limited to one presentation per meeting and a maximum timed limit of three (3) minutes on any item except for a public hearing item which may be extended if a motion to suspend the rules is made and passed.
2. No individual may address the Council without signing up to speak in the "Request to Speak Ledger" managed by the City Secretary at least five (5) minutes prior to the beginning of the meeting. The card must clearly state the subject or issue on which the citizen wishes to speak. If the subject matter does not pertain to City business the Presiding Officer shall advise the individual and/or make recommendations as to how they may get the issue addressed.
3. Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
4. Citizens speaking on non-agenda items shall only speak on matters pertaining to City business or issues which the Council would have the authority to act upon if brought forth as an agenda item.
5. Council may not act upon or discuss any issue brought forth as a non-agenda item; except to:
  - a. Make a statement of specific factual information given in response to the inquiry, or
  - b. A recitation of existing policy in response to the inquiry.

Any deliberation of or decision about the subject of the inquiry by Council shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

6. Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, or personal attacks are strictly prohibited and violators may be removed from the council chambers.
7. No "offensive or political" placards, banners or signs may be displayed in the council chambers or City hall. Exhibits relating to a presentation are acceptable.
8. Arguing, intimidation or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda.
9. Unauthorized remarks from the audience, stomping of feet, applauding, whistles, yells, or any type of disruptive behavior is prohibited. Applause of appreciation may be acceptable when recognizing a significant event or achievement.
10. Council meetings are the workplace to carry out the business of the City of Tool; therefore, any conduct that could constitute harassment in the workplace is prohibited.
11. In all cases, the Presiding Officer shall preside over the Council meeting and ensure that proper conduct and decorum is adhered to.

### **6.4 Preservation of Order.**

The Presiding Officer shall preserve order and decorum and, if necessary, shall cause to be silenced or removed from the council chambers any person speaking out of order or disrupting the order of the meeting.

## **ARTICLE 7. BOARDS AND COMMISSIONS**

## 7.1 General.

The City of Tool does not manage a Municipal Utility Board (M.U.D.) or Emergency Service District (ESD). The West Cedar Creek M.U.D. and Henderson County ESD #4 both operate within and outside the City limits and Extraterritorial Jurisdictional (ETJ) boundaries of the City.

Ad hoc City boards, commissions and committees may be temporarily appointed and terminate upon completion of a specific task or special purpose for which it was created, or when abolished by a majority vote of the Council. No ad hoc City board, commission or committee shall have powers other than advisory to the Council.

## 7.2 Meeting Times and Agenda Order.

City Boards, commissions, and committees shall set their own meeting times. Each City board and commission shall set their own agenda, so long as it is in accordance with the Texas Open Meetings Act.

## 7.3 Boards with Regulatory Authority.

The following City boards, commissions, and committees may have regulatory authority as approved by Council, at the time they are created:

- Tool Zoning Board of Adjustment,
- Tool Tax Increment Reinvestment Zone Board,
- Tool Building and Standards Committee, and
- Tool Planning and Zoning Commission

## 7.4 Boards without Regulatory Authority.

The following City boards, commissions, and committees shall not have regulatory authority:

- Tool Animal Shelter Advisory Committee,
- Tool Historic Preservation Commission,
- Tool Parks and Recreation Advisory Board,
- Tool Transportation Advisory Board,
- Tool Economic Development Board,
- Tool Public Library Board, and
- Tool Youth Advisory Council.

## 7.5 Appointments.

The Recommendation Committee consists of two (2) elected Council Members. The Recommendation Committee will review applications and or interview eligible applicants for open positions on City boards, commissions and committees. Between October 1 through March 31, two (2) Council Members and the Mayor will be appointed by the Council to the Recommendation Committee. Between April 1 through September 30, the three (3) other Council Members will be appointed by the Council to the Recommendation Committee.

Any Council Member of the Recommendation Committee may make appointments to City boards, commissions and committees by direct motion during the Appointments section of a Council

meeting. The Council Member shall state the name(s) of the person(s) and the board, commission or committee to which they are being appointed to and, if necessary, the name(s) of the person(s) whom the appointed person(s) is replacing. The motion for appointment(s) shall require a second, and a majority vote of the Council.

#### 7.6 Board Members' Service.

Members appointed to City boards, commissions and committees that do not have regulatory authority serve at the will of the Council and may be removed, replaced, or not reappointed at the discretion of the Council, by majority vote, with or without cause. When conducting the business of the City, appointed members of all boards, commissions or committees shall follow the Rules set forth for the Council.

#### 7.7 Open Government Training.

Upon initial appointment, within 90 days of taking the oath of office or assuming duties, all City board, commission, and or committee members shall be required to watch the Texas Public Information Act and the Texas Open Meetings Act training videos as provided by the Office of the Attorney General. This training is required to be completed during each calendar year for all city officials. A Certification of Completion shall be submitted to City Secretary.

#### 7.8 Council Liaisons.

One (1) Council Member will be appointed as the council liaison to each of the City's boards, commissions and committees. Council liaisons will be appointed by Council with consideration given to applicable expertise. Council liaisons should attend, but are not required to attend, the meetings of the boards, commissions or committees to which they have been appointed as liaison. Board, commission and committee members may contact their Council liaison concerning items of concern or interest with regard to their appointed board, commission or committee. A Council Member can be the council liaison or a member of one (1) or more boards, commissions or committees.

## TABLE OF MOTIONS AND POINTS OF ORDER

| MOTION/ORDER                                     | REQUIRES SECOND | DEBATABLE | AMENDABLE | VOTE TYPE |
|--|-----------------|-----------|-----------|-----------|
| Call for Orders of the Day                       | No              | No        | No        | N/A       |
| Motion to Amend                                  | *               | No        | Yes       | N/A       |
| Point of Order                                   | No              | No        | No        | N/A       |
| Point of Privilege                               | No              | No        | No        | N/A       |
| Withdraw a Motion                                | No              | No        | No        | N/A       |
| Basic Motion                                     | Yes             | Yes       | Yes       | Simple    |
| Motion to Adjourn                                | Yes             | No        | No        | Simple    |
| Motion to Appeal                                 | Yes             | Yes       | No        | Simple    |
| Motion to Enforce                                | Yes             | No        | No        | Simple    |
| Motion to Fix the Time to Adjourn                | Yes             | No        | No        | Simple    |
| Motion to Recess                                 | Yes             | No        | Yes       | Simple    |
| Motion to Reconsider                             | Yes             | Yes       | Yes       | Simple    |
| Motion to Table                                  | Yes             | No        | No        | Simple    |
| Motion to Hire/Fire the City Secretary           | Yes             | Yes       | Yes       | Super     |
| Motion to Limit Debate                           | Yes             | No        | No        | Super     |
| Motion to Object to the Consideration of an Item | Yes             | No        | No        | Super     |
| Motion to Suspend Rules                          | Yes             | No        | No        | Super     |

\* For the purposes of these rules, Amendments are not debatable and only require the approval of the member who made the original motion.

An amendment to an amendment, requires first the approval of the member who made the original amendment and secondly the approval of the member who made the original motion.



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Julius Kizzee, City Administrator

Department: Administration

Is this a Budgeted Item? ☐ Yes ☐ No

☐ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☒ Resolution

Attachments: Resolution 2025-04R, Employee Tax Rate Calculations

Agenda  
Item No.  
17

### Summary of Agenda Item to be considered:

Staff is recommending putting forth a resolution in place to assign the current City Controller, in accordance with Tax Code Section 26.04(c) and 26.17(e).

### Agenda Item, as listed on the agenda:

Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-04R, Employee Tax Rate Calculations

### Recommended Motion to Consider:

“I move that we adopt Ordinance 2025-04R, designating the City Controller as the employee responsible for calculating the no-new revenue and voter approval tax rates.”

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date



**RESOLUTION NO. 2025-04R, Employee Tax Rate Calculations**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF TOOL, TEXAS  
DESIGNATING THE CITY CONTROLLER AS THE EMPLOYEE RESPONSIBLE FOR  
THE CALCULATION OF THE CITY'S NO-NEW-REVENUE TAX RATE, VOTER-  
APPROVAL TAX RATE AND THE DE MINIMIS TAX RATE, IN ACCORDANCE WITH  
THE TEXAS TAX CODE**

**WHEREAS**, the state legislature amended the Texas Tax Code in 2019 as part of its property tax reform; and

**WHEREAS**, the Texas Tax Code's Sections 26.04(c) and 26.17(e) now require an officer or employee designated by the governing body to calculate the no-new-revenue tax rate and the voter-approval tax rate for the City after receiving the appraisal role from the County Tax Assessor; and

**WHEREAS**, the City finds that City Controller is knowledgeable of the City's Ad Valorem taxes and is qualified to calculate the above-referenced rates for the City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Tool, Texas, as follows:

1. The City Controller is hereby designated to calculate the no-new-revenue tax rate, the voter-approval tax rate and the de minimis tax rate for the City of Tool, Texas in accordance with Chapter 26 of the Texas Tax Code.

**ADOPTED AND APPROVED** this the 18<sup>th</sup> day of June, 2025.

**APPROVED BY:**

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Mike Dumont, Mayor

**ATTEST:**

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Kimberley Price, City Secretary



# City of Tool City Council

## City Council Agenda Request

Meeting Date Requested: June 18<sup>th</sup>, 2025

Requested By: Julius Kizzee, City Administrator

Department: Administration

Is this a Budgeted Item? ☐ Yes ☐ No

☒ Contract/Agreement ☐ General Discussion ☐ Ordinance ☐ Report ☐ Resolution

Attachments:

Agenda  
Item No.  
**18**

### Summary of Agenda Item to be considered:

On June 16<sup>th</sup>, 2022, City Administrator Julius Kizzee entered into an Agreement with the City of Tool for the position of City Administrator. The Agreement term was set for 3 years, which is set to expire June 22<sup>nd</sup>, 2025. City Administrator Kizzee is requesting to negotiate with City Council for a new contract.

### Agenda Item, as listed on the agenda:

Convene into executive session pursuant to Texas Government Code Chapter 551 (2) sections:

- a. Section 551.074 to consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator.

### Recommended Motion to Consider:

*The deadline for agenda requests is by the end of the day on the first day of the month, prior to the scheduled Council Meeting. If you have any additional information you would like for Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary when finished.*

**Approved for the City Council meeting agenda**

\_\_\_\_\_  
Julius Kizzee, City Administrator

\_\_\_\_\_  
Date