

Agenda
December 18th, 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, Salvato , Sayre, Stykes
(a) Establish Quorum
3. Invocation and Pledge of Allegiance
4. Declare, if any, Council's Conflicts of Interest
5. **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.*
6. **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.*

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: November 13th, 2025 Special Meeting / Election Canvass, November 14th, 2025 Emergency Meeting / Election Canvass and November 20th, 2025 Regular Meeting
8. Approve Monthly Activity Reports for November 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, Discuss and Take Action on amending and revising the contract between the City of Tool and the Eight at Tool 501(c)3 Non-Profit Corporation
10. General Discussion regarding the engagement of residents/groups for the Adopt-A-Road Program for the City of Tool

Ordinance Readings

11. Consider, Discuss and Take Action, on first reading, to adopt Ordinance 2025-08, City of Tool, Texas Limited Tax Note, Series 2026, of the City of Tool, Texas, Authorizing the Issuance and Sale of \$475,000 City of Tool, Texas Limited Tax Note, Series 2026 for Police Station, Drainage, Maintenance Department and Park Projects; Levying an Annual Ad Valorem Tax and Providing for the Security for and Payment of Said Note; and Enacting other Provisions relating to the Subject.

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Resolution Adoption

12. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-11R, Council Rules of Procedure, repealing Resolution 2025-04R, Council Rules of Procedure, as presented by Councilmember Greg Figueroa
13. **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.*
14. **Closing**
 - A. Next Meeting: January 15th, 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 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

Vera Bennett, Mayor

Kimberley Price, City Secretary



City of Tool City Council

City Council Agenda Request

Meeting Date Requested: December 18th, 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 November 13th, 2025 Election Canvass, November 14th, 2025 Election Canvass and November 20th, 2025 Regular Meeting

Agenda
Item No.
7

Summary of Agenda Item to be considered:

Staff is presenting the minutes from the November 13th, 2025 Special Meeting / Election Canvass, November 14th, 2025 Emergency Meeting / Election Canvass and November 20th, 2025 Regular Meeting

Agenda Item, as listed on the agenda:

Approve Minutes: Approve Minutes: November 13th, 2025 Special Meeting / Election Canvass, November 14th, 2025 Emergency Meeting / Election Canvass and November 20th, 2025 Regular Meeting

Recommended Motion to Consider:

“I move that we approve the minutes from the November 13th, 2025 Special Meeting / Election Canvass, November 14th, 2025 Emergency Meeting / Election Canvass and November 20th, 2025 Regular Meeting

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.

Minutes

November 13th, 2025 @ 6:00 p.m.
Special Council Meeting / Election Canvass
Oran White Civic Center
701 N Tool Drive
Tool, TX 75143



1. Call to Order @ 6:00 p.m.
2. Roll Call: Bennett, Dumont, Figueroa, Fladmark, Sayre, Stykes. All Present. Quorum was established with Mayor Dumont Presiding
3. Invocation and Pledge of Allegiance
4. Declare, if any, Council's Conflicts of Interest. No Known Conflicts of Interest from present Council Members
5. **Citizen Comments:** Citizens wishing to speak on an agenda item must sign up to do so (**3 Minute Maximum**)

A. Diann Carroll spoke on item seven, item eight and item nine

Election Canvass

6. Canvass votes from the November 4th, 2025 City of Tool General Election. City Secretary Kimberley Price stated that there were 1,785 Registered Voters in the City of Tool, 602 Ballots Cast and a 33.73% Voter Turnout this Election. City Secretary Price concluded by stating the following totals:

Mayoral Race:

Vera Bennett – 313 total votes
Greg “Fig” Figueroa – 280 votes

City Council Race:

Tommy Salvato – 245 votes
Mike Dumont – 229 votes
Michael Fladmark – 203 votes
BG Pierce – 186 votes
Mark Holley – 86 votes
Randall Newkirk - 70 votes

7. Recognize outgoing members of the governing body. Mayor Dumont recognized Councilmember Fladmark on his service to the community by serving as a Councilmember and Mayor Pro-Tem. Councilmember Fladmark thanked Mayor Dumont for his kind words and concluded by thanking the citizens, staff and City Council for their support during his time on the City Council. Councilmember Figueroa thanked Councilmember Fladmark for his service on the City Council and continued by thanking Mayor Dumont for his service as the Mayor for the past two years and welcomed him as a returning City Council Member. Councilmember Figueroa concluded by congratulating Councilmember Bennett on her win as the new Mayor of Tool. Mayor Dumont thanked Councilmember Figueroa for his kind words and stated that he was excited to return to his previous position on the City Council as a Councilmember. Councilmember Bennett thanked the citizens for their support of her and continued by thanking the city staff for their support and their hard work for the city. Councilmember Bennett continued by thanking Councilmember Fladmark for his hard work on the City Council during his years of service. Councilmember Bennett continued thanking Mayor Dumont for his service on the City Council and as the Mayor. Councilmember Bennett continued stating that she looked forward to continuing working alongside Councilmember Figueroa. Councilmember Bennett concluded by welcoming Tommy Salvato to the City Council as a Councilmember.

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Special Council Meeting / Election Canvass
Oran White Civic Center
701 N Tool Drive
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8. Install newly elected Council Members and Mayor to assume the duties of office, effective immediately. City Secretary Price swore in the elected officials by means of Statement of Elected Officials and Oaths of Office in the following order:

Tommy Salvato – Councilmember
Mike Dumont – Councilmember
Vera Bennett – Mayor

Mayor Bennett conducted the remainder of the Meeting. All Present. Quorum was established.

9. Consideration and appointment of Mayor Pro-Term. Motion to Appoint Councilmember Figueroa as Mayor Pro-Tem was made by Councilmember Salvato with second by Councilmember Dumont. Motion Passed 5/0.
10. Install newly appointed Mayor Pro-Tem. City Secretary Price swore in Councilmember Figueroa as Mayor Pro-Tem by means of Statement of Appointed Officer and Oath of Office.
11. **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 Dumont thanked his wife for her support in standing behind him during the past six years as a member of the City Council. Councilmember Dumont concluded by recognizing outgoing and welcoming incoming Councilmembers.
 - B. Councilmember Sayre welcomed the new Councilmembers and continued by stating that he was looking forward to this new City Council and all that they will accomplish. Councilmember Sayre concluded by thanking previous Councilmember Fladmark for his service to the City of Tool and for all the support and guidance that he provided to himself and the City of Tool.
 - C. Mayor Bennett stated that she was here to serve the citizens of Tool and that she will always be available to the community and city staff. Mayor Bennett continued by stating that even though there were rough times for her during her time as a City Councilmember, she was willing to put that behind her and move forward and continue to do what was in the best interest of the City of Tool. Mayor Bennett continued by congratulating the incoming and recognizing the outgoing Councilmembers and Mayor. Mayor Bennett concluded by discussing upcoming events at the Eight at Tool Park.
 - D. Councilmember Stykes congratulated the incoming Councilmembers and Mayor and concluded by thanking previous Councilmember Fladmark for his service as a Councilmember.
 - E. Councilmember Salvato thanked the citizens of Tool for electing him as a Councilmember. Councilmember Salvato continued by stating that he appreciated the help of his wife before, during and after his campaign and that he could not have done this without her support. Councilmember Salvato concluded by stating that he was going to give it his all as a Councilmember and do the very best for the City of Tool.
 - F. Councilmember Figueroa congratulated the incoming and outgoing members of the City Council and thanked everyone who ran in this election. Councilmember Figueroa continued by stating that he is looking forward to working with everyone to move the City of Tool forward. Councilmember Figueroa thanked his wife for help during his campaign. Councilmember Figueroa concluded by recognizing and welcoming incoming City Councilmembers.
12. **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*

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City, that may have an impact on citizens, staff or the City Council of Tool. No formal action will be discussed or taken.

- A. City Secretary Price recognized outgoing and welcomed incoming City Council members
- B. Building Technician Heath Hamaker recognized outgoing and welcomed incoming City Council members
- C. City Clerk Alicia Keith recognized outgoing and welcomed incoming City Council members
- D. Court Clerk Stacy Hamaker recognized outgoing and welcomed incoming City Council members
- E. Chief of Police Robert Walker recognized outgoing and welcomed incoming City Council members
- F. City Controller Kimberly Kroha recognized outgoing and welcomed incoming City Council members
- G. City Administrator Julius Kizzee recognized outgoing and welcomed incoming City Council members

13. **Closing**

- A. Next Meeting: November 20th, 2025
- B. Adjourn – Motion to Adjourn was made by Councilmember Stykes with second by Councilmember Dumont. Motion Passed 5/0. Meeting Adjourned @ 6:32 PM

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:

SEAL

Mike Dumont, Mayor

Kimberley Price, City Secretary

Minutes

November 14th, 2025 @ 2:00 p.m.
Emergency Council Meeting / Election Canvass
Oran White Civic Center
701 N Tool Drive
Tool, TX 75143



THIS MEETING IS TO ENSURE COMPLIANCE WITH TEXAS ELECTION CODE CHAPTER 67, TO ENSURE THE TIMELINESS OF THE ELECTION CANVASS.

1. Call to Order @ 2:03 p.m.
2. Roll Call: Bennett, Dumont, Figueroa, Fladmark, Sayre, Stykes. Figueroa and Sayre Absent. Quorum was established with Mayor Dumont Presiding.
3. Declare, if any, Council's Conflicts of Interest. No Known Conflicts of Interest from and Present Council Members
4. **Citizen Comments:** Citizens wishing to speak on an agenda item must sign up to do so (**3 Minute Maximum**)

A. **None**

Election Canvass

5. Canvass votes from the November 4th, 2025 City of Tool General Election. City Secretary Kimberley Price stated that there were 1,785 Registered Voters in the City of Tool, 602 Ballots Cast and a 33.73% Voter Turnout this Election. City Secretary Price concluded by stating the following totals:

Mayor Race:

Vera Bennett – 313 total votes
Greg “Fig” Figueroa – 280 votes

City Council Race:

Tommy Salvato – 245 votes
Mike Dumont – 229 votes
Michael Fladmark – 203 votes
BG Pierce – 186 votes
Mark Holley – 86 votes
Randall Newkirk - 70 votes

Motion to Canvass the votes from November 4th, 2025 City of Tool General Election was made by Councilmember Stykes with second by Councilmember Dumont. Motion Passed 3/0.

City Secretary Price swore in the elected officials by means of Statement of Elected Officials and Oaths of Office in the following order:

Tommy Salvato – Councilmember
Mike Dumont – Councilmember
Vera Bennett – Mayor

Mayor Bennett conducted the remainder of the Meeting. Sayre and Figueroa were absent. Quorum was established.

6. **Closing**
 - A. Next Meeting: November 20th, 2025

Minutes

November 14th, 2025 @ 2:00 p.m.
Emergency Council Meeting / Election Canvass
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701 N Tool Drive
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THIS MEETING IS TO ENSURE COMPLIANCE WITH TEXAS ELECTION CODE CHAPTER 67, TO ENSURE THE TIMELINESS OF THE ELECTION CANVASS.

- B. Adjourn - Motion to Adjourn was made by Councilmember Stykes with second by Councilmember Dumont. Motion Passed 3/0. Meeting Adjourned @ 2:10PM

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.

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Attest:

SEAL

Mike Dumont, Mayor

Kimberley Price, City Secretary

Minutes

November 20th, 2025 @ 6:00 p.m.

Regular Council Meeting
Oran White Civic Center
701 N Tool Drive
Tool, TX 75143



1. Call to Order @ 6:01 p.m.
2. Roll Call: Bennett, Dumont, Figueroa, Salvato, Sayre, Stykes. All Present. Quorum was established with Mayor Bennett Presiding.
3. Invocation and Pledge of Allegiance
4. Declare, if any, Council's Conflicts of Interest. No Conflicts of Interest from Present Councilmembers
5. **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.*
 - A. Emergency Services District Four Board President Allen Anderson provided an update regarding purchases made for the Emergency Services District since the passing of an increase in taxes for the district
 - B. Lana Ahrens spoke on Item 15 during Citizens Comments
 - C. Becky Young spoke on Item 15 during Citizens Comments
 - D. Tool Fire Chief Rodney McClain and Lieutenant Randall Newkirk provided the Fire Department activity reports for the past 30 days
 - E. Eileen Jensen spoke on Item 14 during the time of the item
 - F. Michael Fladmark spoke on Item 14 during the time of the item
 - G. Leslie Anderson spoke on Item 15 during the time of the item
 - H. Marsha Goforth spoke on Item 15 and Item 17 during the time of the items
 - I. La Mon Chaney spoke on Item 15 during the time of the item
 - J. Rusty Henry spoke on Item 15 during the time of the item
 - K. Diann Carroll spoke on Item 15 and Item 17 during the time of the items
 - L. Michael Fladmark spoke on Item 15, Item 17 and Item 18 during the time of the items
6. **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. City Secretary Kimberley Price explained the purpose of reappointing the Mayor Pro-Tem position
 - B. Director of Maintenance and Operations Frank Martin provided an update on the Maintenance Barn Project
 - C. Building Technician Heath Hamaker highlighted the influx of new construction permits this past month
 - D. City Clerk Alicia Keith discussed the turnout for the recent blood drive event hosted by Carter BloodCare
 - E. Court Clerk Stacy Hamaker provided an overview of the court monthly statistics which included how many cases were opened and closed in the court

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- F. Chief of Police Robert Walker presented an overview of the police monthly statistics which included the amount of warnings versus citations issued. Chief of Police Walker concluded by discussing the completion of the Police Department Remodel.
- G. City Administrator Kizzee presented his monthly Executive Summary and highlighted the Paradise Bay Subdivision Drainage Phase 1A Project, the Neighborhood-A-Week program and concluded by discussing the completion of the ramp at the entrance of city hall.

Election

- 7. Consideration and appointment of Mayor Pro-Tem. Motion to Appoint Councilmember Figueroa as Mayor Pro-Tem was made by Councilmember Sayre with second by Councilmember Dumont. Motion Passed 5/0.
- 8. Install newly appointed Mayor Pro-Tem. City Secretary Kimberley Price swore in Councilmember Figueroa as Mayor Pro-Tem by means of Statement of Appointed Officer and Oath of Office.

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.*

- 9. Approve Minutes: October 16th, 2025 Regular Meeting. Motion to Approve Minutes: October 16th, 2025 Regular Meeting was made by Councilmember Dumont with second by Councilmember Sayre. Motion Passed 5/0.
- 10. Approve Monthly Activity Reports for October 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. Councilmember Figueroa inquired regarding Hotel Occupancy Tax Funds and Councilmember Dumont inquired regarding being over budget in regard to revenues for the Animal Control budget line item. Motion to Approve Monthly Activity Reports for October 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 Dumont with second by Councilmember Stykes. Motion Passed 5/0.

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:*

- 11. Consider and select a candidate, in accordance with Section 6.03 of the Texas Property Tax Code, to serve on the Henderson County Appraisal Board of Directors. City Secretary Price presented this item highlighting the need to select a candidate to serve on the Henderson County Board of Directors. City Secretary Price continued by stating that in previous months, the City Council made two nominations to be placed on the ballot however, it was now time to cast the official ballot. Motion to, in accordance with Section 6.03 of the Texas Property Tax Code, to select Michael Fladmark to serve on the Henderson County Appraisal Board of Directors and to receive all of Tool's 51 votes was made by Councilmember Figueroa with second by Councilmember Stykes. Motion Passed 5/0.

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12. General Discussion regarding a pathway bridge being constructed between the Eight at Tool Park and Tool Cedar Trails. Councilmember Dumont stated that he was not opposed to the idea of a bridge, however, he believed the bridge would only be used sparingly. Mayor Bennett stated that she felt that a bridge would be beneficial to the citizens of the Tool Cedar Trails community. Councilmember Stykes stated that the bridge would only benefit 50 people and that the associated cost would not be worth it. Councilmember Sayre stated that while the bridge would be a good project, there were many other projects that were either in progress or outstanding that should be completed first.
13. General Discussion on future road projects throughout the City of Tool. Councilmember Sayre presented this item highlighting there were several streets that were breaking off into the ditches and that there were several streets that needed to be widened. City Administrator Kizzee stated that this project would be massive and require financing, however, it was something that would be needed sooner rather than later. Councilmember Dumont stated that in addition to roads being widened, improvement to the drainage to prevent further destruction of the roads was needed as well. Director of Maintenance and Operations Martin discussed the cost associated of major road repair and concluded by stating that there were still two miles of roads that were not paved during both of the major road projects. Councilmember Figueroa stated that fixing the road issues were needed but that major financing for a project of that size would be needed.
14. General Discussion on a citywide Telehealth Program Partnership with MD Health Pathways. Councilmember Figueroa presented this item and highlighted the need for affordable access to virtual doctor's visits. Councilmember Figueroa continued by stating that in other cities, the cost is factored into the citizens' water bills, however, that would not work in Tool. Councilmember Figueroa continued by discussing the program by highlighting the ability for households to receive virtual doctor's visits within minutes for basic illnesses and that the cost of the program would be \$5 per month per household. Councilmember Figueroa continued by stating that this program would not be considered health insurance but rather a concierge service for all citizens. Councilmember Figueroa continued by discussing the need for some level of health benefits to the City of Tool and concluded by discussing possible funding structures for this initiative. Mayor Bennett inquired where in the budget could funds for the project be pulled from to which Councilmember Figueroa stated that the Capital Improvement Fund could be used for this project. Councilmember Figueroa concluded by stating that sponsorships for this program would also be beneficial. Councilmember Stykes inquired how this program worked in other cities to which Councilmember Dumont discussed how this program worked in the city of Mabank. Mayor Bennett inquired regarding the registration process for this project to which Councilmember Figueroa stated that the city currently had resources to identify and contact all of the residents of Tool for enrollment into the program if the program was rolled out. Councilmember Figueroa concluded by stating that he would

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further research this project and bring it back to the City Council in the future.

15. Consider, Discuss and Take Action on terminating the contract between the City of Tool and the Eight at Tool 501(C) Non-Profit Corporation. Mayor Bennett stated that she had spoken with the City Attorney regarding this situation and was assured that no one's rights were violated and there was not any discrimination towards anyone at past Eight at Tool events. Mayor Bennett continued by stating that during the conversation with the City Attorney, it was determined that she did not have a conflict of interest being the Mayor of Tool and being the Director for the Eight at Tool Park Board. Councilmember Dumont stated that she would have a conflict of interest since she is on the Park Board and the Mayor. Mayor Bennett once again stated that per the City Attorney, there was not a conflict of interest. Mayor Bennett continued by stating that she chosen to resign from the Park Board this afternoon on her own volition. Mayor Bennett continued by stating that after discussing the issues leading up to this agenda item with the City Attorney, the city is within their rights to exclude individuals from causing issues at the park. Mayor Bennett continued by stating that Pam Skaggs and the whole Eight at Tool Park board had done a wonderful job and that going forward, she recommend that City Administrator Kizzee be the liaison between the City of Tool and the Eight at Tool Park Board to negotiate the terms of the contract. Councilmember Figueroa stated that the contract that was being discussed was drafted between himself and Mayor Bennett. Councilmember Figueroa stated that the contract needed to be amended to include a social media policy and an anti-discrimination policy. Councilmember Figueroa continued by stating that the funds used to build the park were public funds and you cannot discriminate with public funds. Councilmember Figueroa continued by stating that if the park were to be rented, vendors would be required to sign a contract agreeing to the policies in the contract which would include a social media policy and a non-discrimination policy. Councilmember Figueroa continued by stating that the City of Tool was previously the Eight at Tool Park Board but then the park board was turned over to a citizen-ran board with Mayor Bennett as the non-voting Director of the Park Board. Councilmember Figueroa continued by stating that one of the proposed amendments was to remove all city staff and Councilmembers from the Eight at Tool Park Board. Councilmember Figueroa continued by stating that as of today, all city staff and City Councilmembers had resigned from the Eight at Tool Park Board. Councilmember Figueroa continued by discussing an incident in the park which a person applied to be a vendor at the Eight at Tool Park in which the person cites being denied a vendor space due to discrimination and posts on social media. Councilmember Figueroa continued by discussing how the Eight at Tool Park Board committees were saying hateful things about political candidates on social media and how that was improper since the committees represented the City of Tool. Councilmember Figueroa continued by stating that this item was not about him, but rather amending the contract to better protect the City of Tool. Councilmember Figueroa continued by stating that this was a boiler plate item since it was dealing with social media policies and non-discrimination policies and that the park board should just sign the amendment to the contract and the contract would not be cancelled. Councilmember Figueroa

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continued by stating that this item was blown up and that the park was not going anywhere and would still be open to the public. Councilmember Figueroa continued by stating that he posted his contract amendment on the Tool Message Board for the city councilmembers to view and comment on. Councilmember Figueroa continued by stating that he reached out to the Eight at Tool Park Board regarding the proposed contract amendment and asked them to explain what they did not like about the amendment and to stop attacking him on social media.

Councilmember Figueroa continued by stating that the amendment was only to clean up the missing items from the original contract. Councilmember Stykes stated that while he applauded the idea of amending the contract, he felt that Councilmember Figueroa went the wrong way about it and should have handled the situation differently. Councilmember Dumont stated that the purpose of this item was to amend the contract and not cancel the contract.

Mayor Bennett stated that the agenda language was to decide whether to terminate the contract. Mayor Bennett requested that City Administrator Kizzee be afforded the opportunity to negotiate the terms of the contract with the Eight at Tool Park Board. Mayor Bennett continued by stating that when you negotiate there is give and take, not just these are the terms or else.

Councilmember Figueroa inquired if the City Council had any recommend changes to the contract and continued by stating that he had reached out to the Eight at Tool Park Board for their recommended changes and did not hear back from anyone. Councilmember Dumont stated that a social media policy was needed and that the existing City of Tool Social Media Policy could be a great outline for this. Mayor Bennett stated that Councilmember Salvato had brought a draft social media policy to the Park Board in the past, however, it was a draft copy only. Mayor Bennett continued by stating that the Park Board was willing to sign a social media policy, however, the current policy would be overreaching from a volunteer standpoint.

Mayor Bennett continued by requesting that Councilmember Figueroa allow the Park Board the opportunity to meet with City Administrator Kizzee to negotiate the terms of the contract.

Councilmember Dumont inquired regarding the funding proposal in the contract to which Councilmember Figueroa explained that if the park board were to use all of their funds, the city would fund them up to \$40,000.00 from the Hotel Occupancy Tax Fund. Mayor Bennett stated that the current contract gives the Park Board \$42,000.00 from the Hotel Occupancy Tax Fund plus an extra \$14,000.00 and requires them to fundraise any additional funds to meet their budget. Mayor Bennett continued by stating that City Administrator Kizzee should be given the opportunity to meet with the Park Board and negotiate the terms of the proposed contract. Mayor Bennett concluded by stating that she felt that this proposed contract was a take it or leave it against the park board and that she did not feel that it was fair and correct.

Councilmember Stykes stated that agenda item was to either terminate or not terminate the contract. Councilmember Stykes requested that the City Council push this item to the next meeting which would allow the City Administrator to meet with the Park Board over the proposed contract. Councilmember Salvato stated that he was on the Park Board for six months prior to being elected to the City Council. Councilmember Salvato continued by stating that he commended everyone for their hard work on and for the park but that there was a lot more to this than what is being discussed tonight. Councilmember Salvato continued by stating that

Minutes

November 20th, 2025 @ 6:00 p.m.

Regular Council Meeting
Oran White Civic Center
701 N Tool Drive
Tool, TX 75143



there was more involved in managing the park than what he realized during his time serving on the Park Board. Councilmember Salvato continued by stating that the ball had been dropped by the City of Tool and Eight at Tool Park Board and that they were couplable in instances of not verifying sales tax permits and health permits to name a few. Councilmember Salvato continued by stating that Councilmember Figueroa had drafted a good proposal and that if he is willing to wait a month to give the Park Board a chance to negotiate so the issues can be resolved, he could agree for this resolution as well. Councilmember Salvato continued by stating that there was currently not a chain of command or a direct contact person to hold events in the park. Mayor Bennett stated that in regard to the sales tax permits and health permits, that having these permits were required per the current contract in which she had helped draft. Mayor Bennett continued by stating that in regard to scheduling rentals at the park, that was a city function and not a Park Board function. Mayor Bennett continued by stating that she had worked with City Administrator Kizzee over the past few months and have found a solution to scheduling at the park. Councilmember Figueroa stated that all funds raised during the park events are being kept by the park entirely. Councilmember Figueroa continued by stating that, in time, the park should be self-funded and that he did not agree with advancing the money to the park board but would rather provide funds on a reimbursement basis. Councilmember Figueroa concluded by stating that this proposed amendment to the contract is so simple and that it was just shoring up some things that should have been in the contract originally. Motion to Table Action on terminating the contract between the City of Tool and the Eight at Tool 501(C) Non-Profit Corporation was made by Councilmember Dumont with second by Councilmember Figueroa. Motion Tabled 5/0.

Mayor Bennett adjourned the meeting at 8:01 p.m. for a 10 minute break. The meeting reconvened at 8:12 p.m.

16. General Discussion on hiring a part-time parks position. City Administrator Kizzee stated that he felt that the park contract should be ironed out first then the city could decide on what direction to take in regard to hiring a part-time person. Councilmember Stykes stated that he felt that a part-time park position was needed. Councilmember Salvato stated that he felt that instead of a part-time parks position the city hire a parks consultant.
17. Consider, Discuss and Take Action to rescind the motion to “Allocate funds from the Capital Improvement Account for the construction of a Maintenance Barn, in the amount of \$447,778.08,” on March 20th, 2025. Mayor Bennett stated that she did not agree with this agenda item since it was previously voted on to pay cash for this project and to not finance the project. Motion to Suspend the Rules was made by Councilmember Figueroa with second by Councilmember Salvato. Motion Passed 4/1. Councilmember Stykes Opposed. Motion to Allocate funds from the Capital Improvement Account for the construction of a Maintenance Barn, in the amount of \$447,778.08,” on March 20th, 2025 was made by Councilmember Figueroa with second by Councilmember Dumont. Motion Passed 4/1. Councilmember Stykes Opposed.

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18. Consider, Discuss and Take Action, to finance the construction of a Maintenance Barn. Motion to finance the construction of a Maintenance Barn was made by Councilmember Figueroa with second by Councilmember Sayre. Motion Passed 4/1. Councilmember Stykes Opposed.
19. Consider, Discuss and Take Action, for the City of Tool to enter into an agreement for a municipal financial advisor with Government Capital. Drew Whittington from Government Capital (GovCap) presented this item. Mr. Whittington stated that Government Capital (GovCap) already had a relationship with the City of Tool from their financing of the Police Tahoe's. Mr. Whittington continued by stating that Government Capital (GovCap) could provide the City of Tool guidance in terms of the current and future health of the city. Mr. Whittington continued by stating that his role as an advisor would be to help the city determine best practices in regard to bonds, financing future projects and audit preparation to name a few. Mr. Whittington concluded by stating that he would love for the city to continue their relationship with Government Capital (GovCAP). Motion to Take Action, for the City of Tool to enter into an agreement for a municipal financial advisor with Government Capital was made by Councilmember Figueroa with second by Councilmember Dumont. Motion Passed 5/0.
20. Consider, Discuss and Take Action, for the financing of a 30 P-Tier Compact Excavator for the City of Tool. City Administrator Kizzee presented the three financing options that were received.

Government Capital provided the following:

Loan Amount	Interest	# of Payments	Amount of Payments (Yearly)
\$65,943.75	5.116%	5	\$13,188.75
\$69,363.00	5.203%	7	\$9,909.00

John Deere provided the following:

Loan Amount	Interest	# of Payments	Amount of Payments (Monthly)
\$64,846.20	6.35%	60	\$1,080.77

Simmons Bank provided the following:

Loan Amount	Interest	# of Payments	Amount of Payments (Monthly)
\$62,867.69	5.00%	60	\$1,047.80
\$64,779.83	5.20%	72	\$899.72
\$66,855.22	5.40%	84	\$795.52

City Administrator stated that he would recommend the City Council to heavily consider Government Capital for a five-year term in regard to good value for the city and based on the current relationship

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with Government Capital. Councilmember Figueroa inquired if the equipment was available for pickup immediately after payment and Councilmember Dumont inquired if the quote for the excavator was still valid since the quote expiration date had passed. City Administrator Kizzee stated that yes, after payment the excavator was available and yes the vendor agreed to honor the quote price. Mayor Bennett inquired if there were any prepayment penalties to which Drew Whittington with Government Capital (GovCap) stated that the loan could be paid off in full sooner after the loan matures around year three. Councilmember Figueroa inquired if this funding would be considered a tax note to which Mr. Whittington stated that this was not a tax note, just financing. Mayor Bennett inquired if the loan amounts included the interest fees to which City Administrator Kizzee stated that the loan amounts presented included interest fees. Motion to Take Action, for the financing of a 30 P-Tier Compact Excavator for the City of Tool with Government Capital for a five-year term was made by Councilmember Figueroa with second by Councilmember Sayre. Motion Passed 5/0.

Ordinance Readings

21. Consider, Discuss and Take Action, on first reading, to Adopt Ordinance 2025-07, TMRS Rate Match. City Administrator Kizzee presented this item by highlighting that this was a budgeted line item for employee retirement. City Administrator Kizzee continued by stating that if passed, this item would go into effect January 1st, 2026. Motion to on first reading, Adopt Ordinance 2025-07, TMRS Rate Match was made by Councilmember Dumont with second by Councilmember Sayre. Motion Passed 5/0.

Resolution Adoption

22. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-08R, Reimbursement for Tool Projects. City Administrator Kizzee stated that the City Council, by resolution, could claw back monies from projects during the past 60 days and forward up to 18 months in the future. City Administrator Kizzee continued by stating that the projects during the past 60-day period would include the Police Department remodel, the Paradise Bay Subdivision Drainage Phase 1A Project and some of the Maintenance Barn project. City Administrator Kizzee continued by stating that the amount of claw back would be \$436,000.00 if this resolution was adopted. City Administrator Kizzee continued by discussing the changes in amount from the Meeting Packet highlighting that the claw back was for only 60 days prior, not the entirety of the project, after further conversations with GovCap. Councilmember Stykes inquired if the passage of this resolution could increase the tax rate for next year to which City Administrator Kizzee stated that yes, the passage of this resolution could increase the debt rate next year which would in turn possibly increase the tax rate. Councilmember Figueroa stated that he did not see this resolution affecting that tax rate next year. Mayor Bennett stated that incurring more debt would place the burden on the citizens who are under 65 years old due to the senior tax freeze last fiscal year. Motion to, on first reading, to Adopt Resolution 2025-08R, Reimbursement for Tool Projects was made by Councilmember Dumont with second by Councilmember Sayre. Motion Passed 4/1. Councilmember Stykes Opposed. City Administrator Kizzee requested a Point of Order to which Mayor Bennett gave City Administrator Kizzee the floor. City Administrator Kizzee requested that the City Council could return to Item 22 as an amount was needed in the motion. City Administrator Kizzee inquired if a Motion to Rescind the previous motion was needed to which City Secretary Price stated that a Motion to Rescind was needed. Motion to Rescind the motion of Motion to on first reading, to Adopt Resolution 2025-08R,

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Reimbursement for Tool Projects was made by Councilmember Figueroa with second by Councilmember Sayre. Motion Rescinded 5/0. Motion to, on first reading, to Adopt Resolution 2025-08R, Reimbursement for Tool Projects for an amount up to \$450,000.00 was made by Councilmember Figueroa with second by Councilmember Dumont. Motion Passed 4/1. Councilmember Stykes Opposed.

23. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-09R, Excavator Financing. City Administrator Kizzee stated that since the City Council chose to finance with Government Capital, Government Capital required this signed resolution to move forward with financing. Motion to on first reading, to Adopt Resolution 2025-09R, Excavator Financing was made by Councilmember Sayre with second by Councilmember Figueroa. Motion Passed 5/0.
24. Consider, Discuss and Take Action, on first reading, to Adopt Resolution 2025-10R, Tool Federal Procurement Policy. City Administrator stated that he had met with GrantWorks and that this resolution needed to be signed for them to continue forward with the Community Development Block Grant-Mitigation (CDBG-MIT) Grant. City Administrator Kizzee continued by stating that the primary focus of the grant would be the creation of a drainage plan of the city. Councilmember Dumont stated that this resolution was a requirement to be in good standing to receive grant funds. Motion to on first reading, to Adopt Resolution 2025-10R, Tool Federal Procurement Policy was made by Councilmember Stykes with second by Councilmember Figueroa. Motion Passed 5/0.
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 Dumont thanked everyone for coming to the meeting, wished everyone a happy thanksgiving and presented a check for the Eight at Tool Park
 - B. Councilmember Sayre thanked everyone for coming to the meeting and wished everyone a happy thanksgiving
 - C. Councilmember Salvato thanked everyone for coming to the meeting and wishing everyone a happy thanksgiving
 - D. Councilmember Stykes thanked everyone for coming to the meeting and wished everyone a happy thanksgiving
 - E. Councilmember Figueroa thanked everyone for coming to the meeting and wished everyone a happy thanksgiving
26. **Closing**
 - A. Next Meeting: December 18th, 2025
 - B. Adjourn – Motion to Adjourn was made by Councilmember Dumont with second by Councilmember Sayre. Motion Passed 5/0. Meeting adjourned @ 9:17 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

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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:

SEAL

Vera Bennett, Mayor

Kimberley Price, City Secretary



Executive Summary

From the City Administrator – December 2025

Dear Council and Mayor,

Here is a Monthly Executive Summary of the past 30 days for the City, for the Council meeting in December 2025.

- ◇ The remodel of the Tool Police Department is complete. Outstanding priorities at the Police Department are Information Technology needs, for CJIS compliance.
- ◇ The Paradise Bay Subdivision Drainage Phase 1A Project has concluded. City staff has engaged with an engineering firm and several contractors for additional steps for Guam Street Drainage (Paradise Bay Subdivision Drainage Phase 2A). This item will come before the City Council in January.
- ◇ The Maintenance Barn project is undergoing construction, with the current steps being the metal building construction having started. The project has been currently stopped, due to more engineering needing to be completed for the project.
- ◇ A ramp for ADA compliance has been completed in front of City Hall, which nearly closes out the City Hall project. There are a few outstanding items to complete for ADA compliance.
- ◇ With the contract being negotiated and completed for the Eight at Tool and the city, staff is looking forward to improving processes for future park events. This will be a multi-month process, hopefully no longer than three, with an update for the Council coming in January.
- ◇ Staff is continuing to work with GrantWorks for the GLO Resilient Communities Program in regards to a grant for a comprehensive plan, including drainage-related issues in the City of Tool. The grant application has to be submitted by later this month in December.
- ◇ Texas Parks and Wildlife has reached out to the City of Tool regarding a Recreational Trails Program grant that has been awarded to the City of Tool. Information is limited, but staff is hoping to give the council more information as it comes along.
- ◇ The council packets will now be placed, in their entirety, on the City of Tool's website. They will be placed along with the agenda and minutes from the same meetings.
- ◇ In accordance with state law, Article 102.0175 of the Texas Code of Criminal Procedure, staff is opening a new bank account, "Consolidated Tech and Security Fund." This new fund will be eligible for expenses normally for the Court Security and Court Technology Fund.



Financial and Expenditure Cover Page

Council and Mayor,

Please see the attached monthly financial reports. This information is for the period ending November 30th, 2025, for discussion at the council meeting on December 18th, 2025.

Income

-
- 4020 Building Permits Fees revenues collected is up 13% vs this same time last November.
- 4064 Fines & Forfeitures revenues are down 13% vs this same time last November.
- 4070 and 4071 (Ad Valorem Revenues) has been collected faster this year vs last. It is up \$45,000 this same time last year. At this time we have only collected about 8% of total expected property tax.
- 4120 Sales Tax revenues is trending relatively flat.
- 4110 Hotel Occupancy Tax is relatively flat.
- 4121 Mixed Beverage Tax has is up \$500 vs this same time last year.

Expenditures

- 5050 Auto Fuel is trending about 10% higher than expected.
- 5103 Permits & Building Inspections spending is where expected.
- 5265-0 Janitorial/Cleaning is trending much higher than expected. This is due to the additional cleaning needed at the new Police Department area.
- 5510-6 Water Utilities is trending where expected. Due to the cooler temperatures, last month's bill was much lower.
- 5370 Office Supplies are trending about 5% higher than expected. This category will be monitored closely going forward.
- 5371 Building Supplies is trending about 30% higher. This is due to finishing the Police Building Remodel and the one-time supply furnishings needed to maintain it going forward. This spending should slow down and stay under budget by year end.
- Payroll Expenses are trending where expected.
- Property Insurance is trending where expected.

Other Items

- The 2023-2024 Fiscal Year audit work has been resumed and the staff is working diligently to get this completed soon.
- The paperwork has been completed for GovCap for the Excavator and as of this report date, the process is moving forward as approved by Council.
- \$45,000 of Emergency Fund Reserves have been temporarily utilized since the Budget Approval date.

Respectfully submitted,

Kimberly Kroha, CPA
City Controller

Account Name	11/30/2025	10/31/2025	INC (DEC)	Balance Type
General Fund	\$ 33,905.83	\$ 37,923.18	\$ (4,017.35)	Unrestricted
Ad Valorem	\$ 19,062.25	\$ 27,137.34	\$ (8,075.09)	Unrestricted
Emergency Fund	\$ 346,124.22	\$ 375,062.98	\$ (28,938.76)	Assigned
Municipal Court	\$ 32,480.48	\$ 32,295.46	\$ 185.02	Restricted
Security Fund (Municipal Court)	\$ 32,173.16	\$ 32,182.91	\$ (9.75)	Restricted
Tech Fund (Municipal Court)	\$ 2,712.64	\$ 2,712.62	\$ 0.02	Restricted
Interest & Sinking Fund	\$ 43,742.75	\$ 18,847.33	\$ 24,895.42	Restricted
Police Seizure Fund	\$ 135.09	\$ 135.09	\$ -	Restricted
Public Funds MM 9 / City Hall Construction Fur	\$ 6,362.84	\$ 12,687.27	\$ (6,324.43)	Assigned
Public Funds MM 10/ Escrow Draw 380 Agreement	\$ 228,075.89	\$ 227,392.30	\$ 683.59	Restricted
TexStar		\$ 935.25	\$ (935.25)	Restricted
Capital Improvement Fund	\$ 467,602.14	\$ 498,775.10	\$ (31,172.96)	Assigned
Park Construction Account	\$ 41,360.15	\$ 41,237.54	\$ 122.61	Assigned
Hotel/Motel Tax Fund	\$ 89,061.34	\$ 88,061.28	\$ 1,000.06	Restricted
Total Cash on Hand	\$ 1,342,798.78	\$ 1,395,385.65	\$ (52,586.87)	
<u>Categories</u>	<u>Defined</u>		<u>Total Amount of Spendable Fund Balance</u>	<u>Portion of Spendable Fund Balance</u>
(1) Unrestricted	Only constraints on spending is within the budget in entirety		\$ 52,968.08	3.94%
(2) Assigned	Sometimes called committed, spending is limited to council action		\$ 861,449.35	64.15%
(3) Restricted	The most limited spending categories, as defined by specific laws, such as the courts, Federal Govt or State Comptroller		\$ 428,381.35	31.90%
***Source GFOA Best Practices & GASB Statement No 54				

Bill Payment List
CITY OF TOOL
November 1-30, 2025

Bank Account	Date	Num	Vendor	Description	Amount
1010-4 Municipal Court Fund	11/04/2025	2025Q3	State Comptroller - Treasurer	3rd Quarter Criminal Fines Due to State Comptroller	\$ 31,416.77
1010-4 Municipal Court Fund	11/17/2025	3144	Graves, Humphries, Stahl, Limited	Collections Fees	\$ 4,238.19
1010 - General Fund	11/04/2025	39433	MetLife Small Business Center	Employee Dental & Vision Insurance Premiums-Nov	\$ 1,414.50
1010 - General Fund	11/04/2025	39429	Henderson County Auditor's Office	Crimes Against Children Task Force Membership	\$ 10,000.00
1010 - General Fund	11/04/2025	39432	Hounshell, Karen	Office Cleaning Police Dept	\$ 200.00
1010 - General Fund	11/04/2025	39430	Blue Cross and Blue Shield of Texas	Employee Medical Insurance Premiums-Nov	\$ 16,082.67
1010 - General Fund	11/04/2025	39437	TMPA	TMPA Membership Dues Payroll Withholding	\$ 14.77
1010 - General Fund	11/04/2025	39438	TTC Security Services	Alarm Monitoring & Panic Button	\$ 64.99
1010 - General Fund	11/04/2025	39431	AFLAC	Employee AFLAC Insurance Premiums	\$ 1,598.50
1010 - General Fund	11/04/2025	39435	Tanya Norris	Municipal Judge Pay-Nov	\$ 600.00
1010 - General Fund	11/04/2025	39436	TDCJ Cashier	Furniture for Police Dept Remodel	\$ 4,606.00
1010 - General Fund	11/04/2025	39440	WEST CEDAR CREEK M.U.D.	Water Utilities	\$ 4,216.29
1010 - General Fund	11/04/2025	39441	Bureau Veritas North America, Inc	Building Inspection Contractor	\$ 1,294.44
1010 - General Fund	11/04/2025	39442	Precise Field Services LLC	Paradise Bay Drainage Project, Final Inspection	\$ 625.00
1010 - General Fund	11/01/2025	39443	Raymond's Concrete and Land Services LLC	Invoice for Worker's Comp & Builder's Risk Policy (Maint Barn Project)	\$ 5,000.00
1010 - General Fund	11/12/2025	39451	The Monitor	Public Notices	\$ 305.00
1010 - General Fund	11/12/2025	39445	Cintas Corporation	Uniforms & Building Supplies	\$ 234.55
1010 - General Fund	11/12/2025	39447	Econo Signs, LLC	Brackets	\$ 141.90
1010 - General Fund	11/12/2025	39448	Elbow Grease Cleaning Service	Cleaning for City Hall	\$ 400.00
1010 - General Fund	11/12/2025	39450	Humane Society of Cedar Creek Lake	Monthly Animal Control Contract	\$ 1,625.00
1010 - General Fund	11/12/2025	39449	Howard's Fire Extinguisher Service	Yearly Fire Extinguisher Service	\$ 680.94
1010 - General Fund	11/12/2025	39452	Valvoline Inc	Oil Changes & Maintenance	\$ 116.96
1010 - General Fund	11/12/2025	39453	Blake Armstrong, PC	Legal Fees	\$ 1,488.75
1010 - General Fund	11/12/2025	39454	Bureau Veritas North America, Inc	Building Inspection Contractor	\$ 918.00
1010 - General Fund	11/12/2025	39455	GreatAmerica Financial Services	Computer Leases	\$ 882.13
1010 - General Fund	11/12/2025	39457	Coreplus	Managed IT Services	\$ 2,794.91
1010 - General Fund	11/13/2025	39458	Raymond's Concrete and Land Services LLC	ADA Ramp for City Hall	\$ 6,350.00
1010 - General Fund	11/18/2025	39468	Cintas Corporation	Uniforms & Building Supplies	\$ 238.57
1010 - General Fund	11/18/2025	39473	MES SERVICE COMPANY LLC	Uniform Pants for Kenny Boyle	\$ 312.89
1010 - General Fund	11/18/2025	39472	Hounshell, Karen	Cleaning for Police Dept	\$ 400.00
1010 - General Fund	11/18/2025	39470	Econo Signs, LLC	Street Signs	\$ 358.63
1010 - General Fund	11/18/2025	39475	TMPA	TMPA Membership Dues Payroll Withholding	\$ 14.77
1010 - General Fund	11/18/2025	39471	Elbow Grease Cleaning Service	Cleaning for City Hall	\$ 200.00

Bill Payment List
CITY OF TOOL
November 1-30, 2025

Bank Account	Date	Num	Vendor	Description	Amount
1010 - General Fund	11/18/2025	39474	Texas Municipal Clerks Assoc.	TMCA Yearly Membership Dues	\$ 125.00
1010 - General Fund	11/18/2025	39476	Valvoline Inc	Oil Changes & Maintenance	\$ 196.14
1010 - General Fund	11/18/2025	39477	Bureau Veritas North America, Inc	Building Inspection Contractor	\$ 10,387.27
1010 - General Fund	11/14/2025	39478	Raymond's Concrete and Land Services LLC	Progress Draw on Maintenance Barn Project	\$ 16,440.21
1010 - General Fund	11/25/2025	39485	MetLife Small Business Center	Employee Dental & Vision Insurance Premiums-Dec	\$ 1,312.10
1010 - General Fund	11/25/2025	39487	Quill Corproation	Scanner for Alicia & Kitchen Supplies	\$ 527.54
1010 - General Fund	11/25/2025	39480	Cintas Corporation	Uniforms & Building Supplies	\$ 241.24
1010 - General Fund	11/25/2025	39486	PEAC Solutions	Copy Machine Rental	\$ 271.09
1010 - General Fund	11/25/2025	39479	Blue Cross and Blue Shield of Texas	Employee Medical Insurance Premiums-Dec	\$ 15,622.09
1010 - General Fund	11/25/2025	39482	Econo Signs, LLC	Object Marker & Reflective Buttons	\$ 88.94
1010 - General Fund	11/25/2025	39484	Liberty OpCo, LLC	Ammo	\$ 934.20
1010 - General Fund	11/25/2025	39483	Elbow Grease Cleaning Service	Cleaning for City Hall	\$ 200.00
1010 - General Fund	11/25/2025	39489	TSM Consulting Services, Inc	Watchguard Subscription	\$ 1,826.67
1010 - General Fund	11/25/2025	39481	Dearborn National	Employee Life Insurance & Accidental Death Premiums	\$ 231.76
1010 - General Fund	11/25/2025	39488	Tanya Norris	Municipal Judge Pay-Dec	\$ 600.00
1010 - General Fund	11/25/2025	39490	Watt Norman	Installation of handrails at City Hall & the park	\$ 1,750.00
Total Checks					\$ 149,589.37

CITY OF TOOL
BUDGET VS ACTUAL FY 2025-2026
as of November 30, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
Revenues				
4010 Animal Registrations/ Fees		1,000.00	1,000.00	0.00%
4011 Alarm Permit	50.00	350.00	300.00	14.29%
4012 Garage Sale Permits	25.00	170.00	145.00	14.71%
4013 Animal Surrender Fees	325.00	800.00	475.00	40.63%
4020 Building Permits	30,021.89	112,000.00	81,978.11	26.81%
4025 Short Term Rental Annual Permit	1,200.00	4,200.00	3,000.00	28.57%
4030 Civic Center Rental	400.00	6,000.00	5,600.00	6.67%
4040 Cable TV/Telephone Franchise Fees	5,736.70	31,205.00	25,468.30	18.38%
4050 Contributions/Donations			0.00	
4050-1b Event Donations/Contributions/Fees	25.00	0.00	(25.00)	
4050-2 contributions - Police dept.		1,000.00	1,000.00	0.00%
Total 4050 Contributions/Donations	25.00	1,000.00	975.00	2.50%
4064 Fines & Forfeitures	29,585.78	267,950.00	238,364.22	11.04%
4064a - Municipal 3rd Party Payout	21,599.04	167,000.00	145,400.96	12.93%
4064b - Municipal Jury Fund (MJF)	19.85	150.00	130.15	13.23%
4064c - Municipal Truancy & Prev (MTPF)	992.04	7,400.00	6,407.96	13.41%
4064d - Municipal Court Security Fund (MSF)	972.26	8,000.00	7,027.74	12.15%
4064e - Municipal Court Technology Fund (MTF)	793.68	6,500.00	5,706.32	12.21%
Total 4064 Fines & Forfeitures	53,962.65	457,000.00	403,037.35	11.81%
4068 Service Fee Retained by City	1,027.54	1,150.00	122.46	89.35%
4070 HCAD Ad Valorem	119,067.66	1,517,800.78	1,398,733.12	7.84%
4071 HCAD Interest & Sinking	35,995.94	458,003.00	422,007.06	7.86%
Total 4070 HCAD Ad Valorem	155,063.60	1,975,803.78	1,820,740.18	7.85%
4090 Trinity Valley Electric		74,000.00	74,000.00	0.00%
4110 Hotel Occupancy Tax	11,640.35	41,000.00	29,359.65	28.39%
4120 State Sales Tax-Rev. Sharing	72,692.56	410,000.00	337,307.44	17.73%
4121 State Mixed Beverage Sale Tax R	1,305.27	6,000.00	4,694.73	21.75%
4140 TU/Oncor Electric		18,000.00	18,000.00	0.00%
4150 Waste Services	9,984.83	40,000.00	30,015.17	24.96%
4301 L.E.O.S.E		1,000.00	1,000.00	0.00%
Total 4000 Revenues	343,460.39	3,180,678.78	2,837,218.39	10.80%
4205 Transfer In from HOT Tax Fund		3,000.00	3,000.00	0.00%
Park Event Revenue			0.00	
4601 Food Truck Rental Fees	800.00	0.00	(800.00)	
4602 Amphitheatre Rental Fees		6,000.00	6,000.00	0.00%
Total Park Event Revenue	800.00	6,000.00	5,200.00	13.33%

CITY OF TOOL
BUDGET VS ACTUAL FY 2025-2026
as of November 30, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
Total Revenues	344,260.39	3,189,678.78	2,845,418.39	10.79%
Expenditures				
5000 Expenditures			0.00	
5010 Accounting Services			0.00	
5010-1 Accounting Services-Admin	955.50	5,700.00	4,744.50	16.76%
Total 5010 Accounting Services	955.50	5,700.00	4,744.50	16.76%
5020 Advertising Expenditure			0.00	
5020-1 Advertising-Admin	305.00	4,700.00	4,395.00	6.49%
Total 5020 Advertising Expenditure	305.00	4,700.00	4,395.00	6.49%
5030 Animal Care			0.00	
5030-9 Animal Control	3,250.00	23,140.00	19,890.00	14.04%
Total 5030 Animal Care	3,250.00	23,140.00	19,890.00	14.04%
5045 Auto Allowance			0.00	
5045-1 Executive Auto Allowance-Admin	738.48	4,800.00	4,061.52	15.39%
Total 5045 Auto Allowance	738.48	4,800.00	4,061.52	15.39%
5050 Auto Fuel			0.00	
5050-2 Auto Fuel-Police	4,721.35	15,600.00	10,878.65	30.27%
5050-3 Auto Fuel-Maint	1,133.87	5,300.00	4,166.13	21.39%
5050-6 Auto Fuel-Park	396.60	3,000.00	2,603.40	13.22%
5050-8 Auto Fuel-Building/Code	172.81	3,000.00	2,827.19	5.76%
Total 5050 Auto Fuel	6,424.63	26,900.00	20,475.37	23.88%
5060 Audit Fees			0.00	
5060-1 Audit Fees -Admin	4,884.75	60,000.00	55,115.25	8.14%
Total 5060 Audit Fees	4,884.75	60,000.00	55,115.25	8.14%
5070 Bank Charges			0.00	
5070-1 Bank Charges-Admin	1,190.54	6,000.00	4,809.46	19.84%
Total 5070 Bank Charges	1,190.54	6,000.00	4,809.46	19.84%
5096 Property Abatements			0.00	
5096-8 Unsafe Building Fund-Building		35,000.00	35,000.00	0.00%
Total 5096 Property Abatements	0.00	35,000.00	35,000.00	0.00%
5097 Computers,Software & Supplies			0.00	
5097-0 Computers,Software & Supplies-Multi		200.00	200.00	0.00%
5097-1 Computers,Software & Supplies-Admin	414.99	3,200.00	2,785.01	12.97%
5097-2 Computers,Software & Supplies-Police	1,826.67	2,000.00	173.33	91.33%
5097-3 Computers,Software & Supplies-Maint		350.00	350.00	0.00%
5097-4 MTF (FUND) Computers,Software & Supplies-Judicial - MTF Fund		1,000.00	1,000.00	0.00%

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	Total			
	Actual	Budget	Remaining	% of Budget
5097-8 Computers,Software & Supplies-Building/Code		2,000.00	2,000.00	0.00%
Total 5097 Computers,Software & Supplies	2,241.66	8,750.00	6,508.34	25.62%
5101-0 Contract Services IT-Multi Dept	5,585.82	36,000.00	30,414.18	15.52%
5102-0 Contract Services Acct-Multi Dept	100.00	3,000.00	2,900.00	3.33%
5103 Permit and InspectBuilding/Code	10,387.27	50,000.00	39,612.73	20.77%
5104-2 Contract Services PD-Police	3,527.89	44,700.00	41,172.11	7.89%
5104-8 Contract Services-(GIS, Engineering, & Survey)	625.00	7,000.00	6,375.00	8.93%
5120-4 Court Costs & Arrest Fees - Judicial			0.00	
5120-4a Court Costs (Omnibase)	165.99	1,440.00	1,274.01	11.53%
5120-4b Court Costs-(Inmate Housing Fees)	150.00	3,400.00	3,250.00	4.41%
5120-4c Court Costs (GHS Collections)	3,131.09	23,700.00	20,568.91	13.21%
5120-4d Court Costs (Bailiff Pay)		125.00	125.00	0.00%
5120-4e Court Costs (Due to Comptroller)	18,301.96	158,250.00	139,948.04	11.57%
Total 5120-4 Court Costs & Arrest Fees - Judicial	21,749.04	186,915.00	165,165.96	11.64%
5121-0a GO Bond (Series 2020 JP Morgan) Principal		280,000.00	280,000.00	0.00%
5121-0b GO Bond (Series 2020 JPMorgan) Interest		5,633.00	5,633.00	0.00%
5121-0c CO Bond (Series 2020 Combo) Principal		110,000.00	110,000.00	0.00%
5121-0d CO Bond (Series 2020 Combo) Interest		62,370.00	62,370.00	0.00%
5122-0 General Debt Service-Multi Dept		943.74	943.74	0.00%
5140 Dues & Subscriptions			0.00	
5140-0 Dues & Subscriptions-Multi		200.00	200.00	0.00%
5140-1 Dues & Subscriptions-Admin.	125.00	5,000.00	4,875.00	2.50%
5140-2 Dues & Subscriptions-Police		700.00	700.00	0.00%
5140-4 MTF (FUND) Dues & Subscriptions-Judicial - Judicial/Court (MTF FUND)		4,000.00	4,000.00	0.00%
5140-8 Dues & Subscriptions-Build/Code	100.00	16,500.00	16,400.00	0.61%
Total 5140 Dues & Subscriptions	225.00	26,400.00	26,175.00	0.85%
5150 Election Expenditure	3,559.63	3,700.00	140.37	96.21%
5160 Employee Benefits - Retirement			0.00	
5160-1 Employee Benefits/Retirement-Admin	1,699.00	18,496.39	16,797.39	9.19%
5160-2 Employee Benefits/Retirement-Police	3,154.87	37,209.95	34,055.08	8.48%
5160-3 Employee Benefits/Retirement-Maint	1,064.99	10,688.57	9,623.58	9.96%
5160-4 Employee Benefits/Retirement-Judicial/Court	309.13	3,299.16	2,990.03	9.37%
5160-6 Employee Benefits/Retirement-Park	207.18	2,788.79	2,581.61	7.43%
5160-8 Employee Benefits/Retirement-Build/Code	513.96	7,452.20	6,938.24	6.90%

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	Total			
	Actual	Budget	Remaining	% of Budget
Total 5160 Employee Benefits - Retirement	6,949.13	79,935.06	72,985.93	8.69%
5170 Equipment Purchases			0.00	
5170-1 Equipment Purchases-Admin		4,000.00	4,000.00	0.00%
5170-2 Equipment Purchases-Police	934.20	8,000.00	7,065.80	11.68%
5170-3 Equipment Purchases-Maint.		13,000.00	13,000.00	0.00%
5170-8 Equipment Purchases-Building/Code	272.17	2,000.00	1,727.83	13.61%
5170-9 Equipment Purchases-Animal Control		200.00	200.00	0.00%
Total 5170 Equipment Purchases	1,206.37	27,200.00	25,993.63	4.44%
5171-0 City Events	570.07	5,000.00	4,429.93	11.40%
5172-3 Minor Tools-Maint		300.00	300.00	0.00%
5172-6 Minor Tools-Parks		300.00	300.00	0.00%
5174 Park Event Revenue			0.00	
5174-6a Food Truck Rental Fees Transfer to 8 @ Tool		6,000.00	6,000.00	0.00%
5174-6c General Fund Revenue Allocated to Park Events		6,000.00	6,000.00	0.00%
5174-6d HOT Funds Transfer to Park Events Fund		42,000.00	42,000.00	0.00%
Total 5174 Park Event Revenue	0.00	54,000.00	54,000.00	0.00%
5175-3 Equipment Rentals-Maint		12,000.00	12,000.00	0.00%
5190 Filing/Notary Fees			0.00	
5190-1 Filing/Notary Fees-Admin		175.00	175.00	0.00%
Total 5190 Filing/Notary Fees	0.00	175.00	175.00	0.00%
5200-0 HCAD Collections-Multi Dept	765.23	52,000.00	51,234.77	1.47%
5210 Investigation/Test Expenditure			0.00	
5210-2 Investigation/Test-Police		650.00	650.00	0.00%
Total 5210 Investigation/Test Expenditure	0.00	650.00	650.00	0.00%
5220 Insurance Property & Liability			0.00	
5220-0 Insurance Property & Liability-Multi Dept.	824.75	3,782.50	2,957.75	21.80%
5220-1 Insurance-Prop.&Liab-Admin	1,774.50	4,052.50	2,278.00	43.79%
5220-2 Insurance-Prop.&Liab-Police	1,562.75	8,490.00	6,927.25	18.41%
5220-3 Insurance-Prop.&Liab-Maint	1,152.25	4,517.75	3,365.50	25.50%
5220-6 Insurance Property & Liability-Parks		414.25	414.25	0.00%
Total 5220 Insurance Property & Liability	5,314.25	21,257.00	15,942.75	25.00%
5225 Insurance/Auto			0.00	
5225-2 Insurance/Auto-Police	2,764.25	11,057.75	8,293.50	25.00%
5225-3 Insurance/Auto- Maintenance	449.75	1,800.00	1,350.25	24.99%
5225-8 Insurance/Auto-Build & Code	234.25	935.25	701.00	25.05%
Total 5225 Insurance/Auto	3,448.25	13,793.00	10,344.75	25.00%

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	Total			
	Actual	Budget	Remaining	% of Budget
5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))			0.00	
5230-1 Admin			0.00	
5230-1a Employee Medical Insurance-Admin	5,675.10	34,560.00	28,884.90	16.42%
5230-1b Employee Dental & Vision Insurance-Admin	425.84	2,457.60	2,031.76	17.33%
5230-1c Employee Life Insurance-Admin	70.70	340.80	270.10	20.75%
Total 5230-1 Admin	6,171.64	37,358.40	31,186.76	16.52%
5230-2 Police			0.00	
5230-2a Employee Medical Insurance-Police	13,584.29	80,160.00	66,575.71	16.95%
5230-2b Employee Dental & Vision Insurance-Police	1,440.42	5,529.60	4,089.18	26.05%
5230-2c Employee Life Insurance-Police	168.58	766.80	598.22	21.98%
Total 5230-2 Police	15,193.29	86,456.40	71,263.11	17.57%
5230-3 Maint			0.00	
5230-3a Employee Medical Insurance-Maint.	3,979.72	25,920.00	21,940.28	15.35%
5230-3b Employee Dental & Vision Insurance-Maint.	307.20	1,843.20	1,536.00	16.67%
5230-3c Employee Life Insurance-Maint.	133.84	596.64	462.80	22.43%
Total 5230-3 Maint	4,420.76	28,359.84	23,939.08	15.59%
5230-4 Employee Insurance Benefits-Judicial			0.00	
5230-4a Employee Medical Insurance-Judicial	1,860.00	11,040.00	9,180.00	16.85%
5230-4b Employee Dental & Vision Insurance-Judicial	143.54	614.40	470.86	23.36%
5230-4c Employee Life Insurance-Judicial	36.03	85.20	49.17	42.29%
Total 5230-4 Employee Insurance Benefits-Judicial	2,039.57	11,739.60	9,700.03	17.37%
5230-6 Park			0.00	
5230-6a Employee Medical Insurance-Park	1,339.49	8,640.00	7,300.51	15.50%
5230-6b Employee Dental & Vision Insurance-Park	102.40	614.40	512.00	16.67%
5230-6c Employee Life Insurance-Park	26.56	233.52	206.96	11.37%
Total 5230-6 Park	1,468.45	9,487.92	8,019.47	15.48%
5230-8 Employee Insurance Benefits-Building/Code			0.00	
5230-8a Employee Medical Insurance-Build/Code	2,261.44	17,280.00	15,018.56	13.09%
5230-8b Employee Dental & Vision Insurance-Build/Code	51.20	1,228.80	1,177.60	4.17%
5230-8c Employee Life Insurance-Build/Code	34.91	170.40	135.49	20.49%
Total 5230-8 Employee Insurance Benefits-Building/Code	2,347.55	18,679.20	16,331.65	12.57%

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	Total			
	Actual	Budget	Remaining	% of Budget
Total 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	31,641.26	192,081.36	160,440.10	16.47%
5250 Workers Comp Insurance			0.00	
5250-1 Workers Comp Insurance-Admin.	210.00	841.00	631.00	24.97%
5250-2 Workers Comp Insurance-Police	3,063.00	12,251.00	9,188.00	25.00%
5250-3 Workers Comp Insurance-Maint.	1,560.75	6,243.25	4,682.50	25.00%
5250-8 Workers Comp Insurance-Building/Code	152.00	607.75	455.75	25.01%
Total 5250 Workers Comp Insurance	4,985.75	19,943.00	14,957.25	25.00%
5264 Vehicle Loan Interest			0.00	
5264 - 2 Vehicle Loan Interest - Police			0.00	
5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)	852.95	5,366.18	4,513.23	15.89%
5264-2b Vehicle Loan Principal-Police Tahoes (3)	5,141.59	30,597.82	25,456.23	16.80%
5264-2c Vehicle Loan Payments-Electric Vehicles		15,666.67	15,666.67	0.00%
5264-2d Vehicle Loan Payments-Int on Elect Vehicles		940.00	940.00	0.00%
Total 5264 - 2 Vehicle Loan Interest - Police	5,994.54	52,570.67	46,576.13	11.40%
5264-8 Vehicle Loan Interest - Building/Code			0.00	
5264-8a Vehicle Loan Interest-Building/Code	255.58	2,227.61	1,972.03	11.47%
5264-8b Vehicle Loan Principal-Building/Code	1,057.34	5,649.91	4,592.57	18.71%
Total 5264-8 Vehicle Loan Interest - Building/Code	1,312.92	7,877.52	6,564.60	16.67%
Total 5264 Vehicle Loan Interest	7,307.46	60,448.19	53,140.73	12.09%
5265 Janitorial/Cleaning			0.00	
5265-0 Janitorial/Cleaning-Multi Dept	2,800.00	6,000.00	3,200.00	46.67%
5265-6 Janitorial/Cleaning-Park		2,500.00	2,500.00	0.00%
Total 5265 Janitorial/Cleaning	2,800.00	8,500.00	5,700.00	32.94%
5270 - 4 MJF (FUND) Juror Fees - Judicial/Court		2,000.00	2,000.00	0.00%
5290 Lease Equipment Expenditure			0.00	
5290-0 Lease Equipment Expenditure-Multi Dept		11,000.00	11,000.00	0.00%
5290-1 Lease Equipment Expenditure-Admin	1,764.26	0.00	(1,764.26)	
Total 5290 Lease Equipment Expenditure	1,764.26	11,000.00	9,235.74	16.04%
5300 Legal Fees (Professional)			0.00	
5300-1 Legal Fees-Admin	1,855.00	12,500.00	10,645.00	14.84%
5300-10 Legal Fees-Council/Mayor	1,575.00	2,500.00	925.00	63.00%
5300-4 Legal Fees-Judicial	2,212.20	25,000.00	22,787.80	8.85%
Total 5300 Legal Fees (Professional)	5,642.20	40,000.00	34,357.80	14.11%
5301 LEOSE		1,000.00	1,000.00	0.00%

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	Total			
	Actual	Budget	Remaining	% of Budget
5302 Marketing			0.00	
5302-0 Marketing-Multi HOT		3,000.00	3,000.00	0.00%
5302-1 Marketing-Admin		100.00	100.00	0.00%
5302-10 Marketing-Council/Mayor		1,000.00	1,000.00	0.00%
Total 5302 Marketing	0.00	4,100.00	4,100.00	0.00%
5320 Maintenance Building			0.00	
5320-0 Maintenance Building-Multi Dept	728.55	10,000.00	9,271.45	7.29%
5320-1 Maintenance Building-Admin	1,930.94	2,700.00	769.06	71.52%
5320-3 Maintenance Building-Maint	(282.90)	0.00	282.90	
Total 5320 Maintenance Building	2,376.59	12,700.00	10,323.41	18.71%
5330 Maintenance-Equipment			0.00	
5330-1 Maintenance-Equipment-Admin	110.09	0.00	(110.09)	
5330-2 Maintenance-Equipment-Police		7,000.00	7,000.00	0.00%
5330-3 Maintenance-Equipment-Maint	33.07	5,000.00	4,966.93	0.66%
5330-6 Maintenance-Equipment-Parks	401.24	7,000.00	6,598.76	5.73%
Total 5330 Maintenance-Equipment	544.40	19,000.00	18,455.60	2.87%
5336-6 Park Grounds	626.23	4,000.00	3,373.77	15.66%
5340 Maintenance-Vehicle			0.00	
5340-2 Maintenance-Vehicle-Police	340.87	9,000.00	8,659.13	3.79%
5340-3 Maintenance-Vehicle-Maint	75.98	2,000.00	1,924.02	3.80%
5340-8 Maintenance-Vehicle-Building/Code	4.00	2,500.00	2,496.00	0.16%
5340-9 Maintenance-Vehicle-		700.00	700.00	0.00%
Total 5340 Maintenance-Vehicle	420.85	14,200.00	13,779.15	2.96%
5350 Maintenance-Road Materials			0.00	
5350-3 Maintenance-Road Materials-		35,000.00	35,000.00	0.00%
Total 5350 Maintenance-Road Materials	0.00	35,000.00	35,000.00	0.00%
5355 Meals			0.00	
5355-1 Meals-Admin		2,000.00	2,000.00	0.00%
Total 5355 Meals	0.00	2,000.00	2,000.00	0.00%
5357-0 Employee Recognition/Events	284.85	3,000.00	2,715.15	9.50%
5358-0 HR/Employee Procurement Expenditure		300.00	300.00	0.00%
5365 Miscellaneous Expenditure		0.00	0.00	
5365-1 Admin	5.00	0.00	(5.00)	
Total 5365 Miscellaneous Expenditure	5.00	0.00	(5.00)	
5366 Neighborhood Infrastructure Reinvestment			0.00	
5366-8 Neighborhood Infrastructure Reinvestment-Building& Code		5,000.00	5,000.00	0.00%

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	Total			
	Actual	Budget	Remaining	% of Budget
Total 5366 Neighborhood Infrastructure Reinvestment	0.00	5,000.00	5,000.00	0.00%
5370 Office Supplies Expenditure			0.00	
5370-1 Office Supplies-Admin	432.56	3,750.00	3,317.44	11.53%
5370-10 Office Supplies-Council/Mayor	103.73	250.00	146.27	41.49%
5370-2 Office Supplies-Police	490.99	1,000.00	509.01	49.10%
5370-3 Office Supplies-Maint.	188.77	400.00	211.23	47.19%
5370-4 Office Supplies-Judicial	497.63	1,400.00	902.37	35.55%
5370-6 Office Supplies-Park		185.00	185.00	0.00%
5370-8 Office Supplies-Building/Code	29.47	1,000.00	970.53	2.95%
5370-9 Office Supplies--Animal Control		100.00	100.00	0.00%
Total 5370 Office Supplies Expenditure	1,743.15	8,085.00	6,341.85	21.56%
5371-0 Building Supplies	2,348.97	5,000.00	2,651.03	46.98%
5372-6 Recreational Items - Park	7.76	500.00	492.24	1.55%
5373-3 Signs, Posts, Hardware - Maint	589.47	900.00	310.53	65.50%
5373-6 Signs, Posts, Hardware - Park		100.00	100.00	0.00%
5380 Postage			0.00	
5380-1 Postage-Admin.	19.28	500.00	480.72	3.86%
5380-2 Postage-Police	4.12	60.00	55.88	6.87%
5380-4 Postage-Judicial	123.60	700.00	576.40	17.66%
5380-8 Postage - Build/Code	57.68	1,300.00	1,242.32	4.44%
Total 5380 Postage	204.68	2,560.00	2,355.32	8.00%
5390 Records Management			0.00	
5390-1 Records Management-Admin	370.00	4,040.00	3,670.00	9.16%
5390-2 Records Management-Police	120.00	0.00	(120.00)	
Total 5390 Records Management	490.00	4,040.00	3,550.00	12.13%
5400 Printing			0.00	
5400-2 Printing - Police	544.23	3,300.00	2,755.77	16.49%
Total 5400 Printing	544.23	3,300.00	2,755.77	16.49%
5430 Salaries			0.00	
5430-1 Salaries-Admin	40,385.36	257,251.64	216,866.28	15.70%
5430-10 Salaries-Council/Mayor	300.00	1,200.00	900.00	25.00%
5430-2 Salaries-Police	80,990.64	517,523.60	436,532.96	15.65%
5430-3 Salaries-Maint	25,662.46	148,658.86	122,996.40	17.26%
5430-4 Salaries-Other-Judicial	7,448.44	45,885.44	38,437.00	16.23%
5430-6 Salaries-Park	4,992.25	38,787.05	33,794.80	12.87%
5430-8 Salaries-Building/Code-	12,384.87	103,646.67	91,261.80	11.95%
Total 5430 Salaries	172,164.02	1,112,953.26	940,789.24	15.47%

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	Total			
	Actual	Budget	Remaining	% of Budget
5460 Telephone and Internet			0.00	
5460-0 Tel/Internet-Multi Dept.	2,024.44	13,000.00	10,975.56	15.57%
5460-1 Tel/Internet-Admin.	427.06	2,600.00	2,172.94	16.43%
5460-2 Tel/Internet-Police	971.56	4,730.00	3,758.44	20.54%
5460-3 Tel/Internet-Maint.	169.62	540.00	370.38	31.41%
5460-8 Tel/Internet-Building/Code	219.60	1,448.70	1,229.10	15.16%
5460-9 Tel/Internet-Animal Control		540.00	540.00	0.00%
Total 5460 Telephone and Internet	3,812.28	22,858.70	19,046.42	16.68%
5470 Travel Expenditure			0.00	
5470-1 Travel-Admin	941.06	1,750.00	808.94	53.77%
5470-2 Travel-Police		1,320.00	1,320.00	0.00%
5470-3 Travel-Maint.		50.00	50.00	0.00%
5470-4a Travel-Judicial		900.00	900.00	0.00%
5470-8 Travel-Building/Code	629.74	1,200.00	570.26	52.48%
5470-9 Travel-Animal Control		100.00	100.00	0.00%
Total 5470 Travel Expenditure	1,570.80	5,320.00	3,749.20	29.53%
5480 Training/Education Expenditure			0.00	
5480-1 Training/Education Expenditure-Admin.	1,447.50	7,000.00	5,552.50	20.68%
5480-10 Training/Education Expenditure-Council/Mayor	22.50	200.00	177.50	11.25%
5480-2 Training/Education Expenditure-Police		4,000.00	4,000.00	0.00%
5480-4 Training/Education Expenditure-Judicial		1,000.00	1,000.00	0.00%
5480-8 Training/Education Expenditure-Building/Code	1,090.00	2,500.00	1,410.00	43.60%
5480-9 Training/Education Expenditure-Animal Control		300.00	300.00	0.00%
Total 5480 Training/Education Expenditure	2,560.00	15,000.00	12,440.00	17.07%
5490 Uniforms			0.00	
5490-2 Uniforms-Police		2,500.00	2,500.00	0.00%
5490-3 Uniforms-Maint	427.50	2,500.00	2,072.50	17.10%
5490-4 Uniforms-Judicial		250.00	250.00	0.00%
5490-6 Uniforms-Park	76.68	520.00	443.32	14.75%
5490-8 Uniforms-Building/Code	421.05	800.00	378.95	52.63%
5490-9 Uniforms-Animal Control	178.47	1,040.00	861.53	17.16%
Total 5490 Uniforms	1,103.70	7,610.00	6,506.30	14.50%
5500 Utilities/Electricity			0.00	
5500-0 Utilities/Electricity-Multi Dept	2,889.72	14,000.00	11,110.28	20.64%
5500-3 Utilities/Electricity-Multi Dept-Maint	109.63	2,400.00	2,290.37	4.57%
5500-6 Utilities/Electricity-Park	786.00	8,400.00	7,614.00	9.36%

CITY OF TOOL
BUDGET VS ACTUAL FY 2025-2026
as of November 30, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
Total 5500 Utilities/Electricity	3,785.35	24,800.00	21,014.65	15.26%
5510 Utilities/Water			0.00	
5510-0 Utilities/Water-Multi Dept	947.80	7,000.00	6,052.20	13.54%
5510-3 Utilities/Water-Maint	79.63	1,000.00	920.37	7.96%
5510-6 Utilities/Water-Park	4,739.81	23,000.00	18,260.19	20.61%
Total 5510 Utilities/Water	5,767.24	31,000.00	25,232.76	18.60%
5540-0 Website-Multi Dept.	600.00	3,600.00	3,000.00	16.67%
5999-0 Contingency		36,713.33	36,713.33	0.00%
Total Expenditures	339,694.01	2,976,874.64	2,637,180.63	11.41%
6000 Payroll Expenditures			0.00	
xxxxx6500 Payroll Taxes Total			0.00	
6500-1 Payroll Taxes - Admin	3,131.84	20,580.13	17,448.29	15.22%
6500-2 Payroll Taxes- Police	6,220.91	41,401.88	35,180.97	15.03%
6500-3 Payroll Taxes- Maint	1,963.19	11,892.71	9,929.52	16.51%
6500-4 Payroll Taxes- Judicial	569.81	4,588.54	4,018.73	12.42%
6500-6 Payroll Taxes-Park-6	381.90	3,878.71	3,496.81	9.85%
6500-8 Payroll Taxes- Building/Code	989.60	10,364.67	9,375.07	9.55%
Total xxxxx6500 Payroll Taxes Total	13,257.25	92,706.64	79,449.39	14.30%
Total 6000 Payroll Expenditures	13,257.25	92,706.64	79,449.39	14.30%
Total Expenditures	352,951.26	3,069,581.28	2,716,630.02	11.50%
Net Operating Revenues	(8,690.87)	120,097.50	128,788.37	-7.24%
Other Revenues				
4800 Interest Earned				
4800-a Interest Revenues-Ad Valorem	159.23	22,000.00	21,840.77	0.72%
4800-b Interest Revenues-Capitol Improvement	3,557.48	15,000.00	11,442.52	23.72%
4800-c Interest Revenues-Emergency Fund	2,475.64	13,000.00	10,524.36	19.04%
4800-d Interest Revenues-General Fund	0.80	50.00	49.20	1.60%
4800-e Interest Revenues-Hotel-Motel Tax	564.76	3,000.00	2,435.24	18.83%
4800-f Interest Revenues-Municipal Fund	167.52	2,000.00	1,832.48	8.38%
4800-g Interest Revenues-Municipal Security	0.54	2.00	1.46	27.00%
4800-h Interest Revenues-Public Funds MM 9	72.22	8,000.00	7,927.78	0.90%
4800-i Interest Revenues-Public Funds MM 10	1,548.16	10,000.00	8,451.84	15.48%
4800-j Interest Revenues-TexStar	6.31	50.00	43.69	12.62%
4800-k Interest Revenues-Municipal Tech	0.04	0.50	0.46	8.00%
4800-l Interest Earned - Park Construction Acct	277.25	6,000.00	5,722.75	4.62%
Total 4800 Interest Earned	8,829.95	79,102.50	70,272.55	11.16%
4801-Credit Card Rebate	297.66	800.00	502.34	37.21%

CITY OF TOOL
BUDGET VS ACTUAL FY 2025-2026
as of November 30, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
Total Other Revenues	9,127.61	79,902.50	70,774.89	11.42%
Transfers				
9990-0 GF Transfer to CIP Fund-Multi Dept.		200,000.00	200,000.00	0.00%
Total Transfers	0.00	200,000.00	200,000.00	0.00%
Total Other Revenues & Transfers	9,127.61	(120,097.50)	(129,225.11)	-7.60%
Net Increase (Decrease) to Fund Balance	\$ 436.74	\$ (0.00)	\$ (436.74)	

MAINTENANCE BARN BUILDING BUDGET

701 N TOOL DR, TOOL. TX 75143
BUILDER: RAYMOND'S CONCRETE AND LAND SERVICES LLC
(AS OF 11/30/2025)

Construction Phase Description	Percentage of Total Contract	Budget Amount	Change Orders	Adjusted Budget	Amount Spent	Remaining Budget
Plans as Drawn By Engineer	0.3%	\$ 1,500.00	-	\$ 1,500.00	\$ 1,500.00	\$ -
Soil Report	0.5%	\$ 2,400.00	-	\$ 2,400.00	\$ 2,400.00	\$ -
Slab Engineering	0.3%	\$ 1,500.00	-	\$ 1,500.00	\$ 1,500.00	\$ -
Performance Bond	2.9%	\$ 13,000.00		\$ 13,000.00	\$ 13,000.00	\$ -
Initial Building Materials	0.0%	\$ -		\$ 50,000.00	\$ 50,000.00	\$ -
COMMENCEMENT FEE		\$ 18,400.00	\$ -	\$ 68,400.00	\$ 68,400.00	\$ -
MUD SEWER/WATER CONNECTION	4.1%	\$ 18,400.00	-	\$ 18,400.00	\$ 17,145.00	\$ 1,255.00
Sanitation/ Porta Potty	0.2%	\$ 1,000.00	-	\$ 1,000.00	\$ 1,000.00	\$ -
TVEC	1.7%	\$ 7,500.00	-	\$ 7,500.00	\$ -	\$ 7,500.00
Temporary Power Pole	0.2%	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	\$ -
TOTAL SITE FACILITIES DURING CONSTRUCTION	1.9%	\$ 8,500.00	-	\$ 8,500.00	\$ 2,000.00	\$ 6,500.00
Foundation	13.8%	\$ 62,000.00	-	\$ 62,000.00	\$ 62,000.00	\$ -
Dirt Work	1.7%	\$ 7,500.00	-	\$ 7,500.00	\$ 7,500.00	\$ -
Flatwork	6.9%	\$ 30,750.00	-	\$ 30,750.00	\$ 30,750.00	\$ -
Final Grade	0.8%	\$ 3,500.00	-	\$ 3,500.00	\$ -	\$ 3,500.00
TOTAL CONCRETE	23.2%	\$ 103,750.00	-	\$ 103,750.00	\$ 100,250.00	\$ 3,500.00
LUMBER , AND LABOR MATERIALS (INCL LABOR)	5.4%	\$ 24,350.00		\$ 24,350.00		\$ 24,350.00
Metal Building Materials, Roll Up & Ext Doors	18.5%	\$ 82,880.42		\$ 32,880.42	\$ 16,440.21	\$ 16,440.21
Metal Structure Construction Labor	10.3%	\$ 46,000.00		\$ 46,000.00		\$ 46,000.00
TOTAL METAL BUILDING CONSTRUCTION	28.8%	\$ 128,880.42		\$ 78,880.42	\$ 16,440.21	\$ 62,440.21
HVAC	0.6%	\$ 2,500.00		\$ 2,500.00		\$ 2,500.00
PLUMBING	2.2%	\$ 10,000.00		\$ 10,000.00	-	\$ 10,000.00
ELECTRICAL	8.9%	\$ 40,000.00		\$ 40,000.00	-	\$ 40,000.00
A/V SECURITY	1.2%	\$ 5,500.00		\$ 5,500.00		\$ 5,500.00
INTERIOR WALLS	2.8%	\$ 12,500.00		\$ 12,500.00		\$ 12,500.00
MAKE READY (HAUL OFF, FINAL CLEAN)	0.6%	\$ 2,500.00		\$ 2,500.00	2,500.00	\$ -
Worker's Compensation	0.6%	\$ 2,500.00		\$ 2,500.00	\$ 2,500.00	\$ -
Builder's Risk Policy and Liability	0.6%	\$ 2,500.00		\$ 2,500.00	\$ 2,500.00	\$ -
TOTAL INSURANCES	1.1%	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00	\$ -
BUILDER'S FEE	10.0%	\$ 45,000.00		\$ 45,000.00		\$ 45,000.00
MISC CONTINGENCY	5.0%	\$ 22,497.66		\$ 22,497.66	31,472.27	\$ (8,974.61)
TOTAL MAINTENANCE BARN BUILDING BUDGET	100.0%	447,778.08	-	447,778.08	243,207.48	204,570.60

MAINTENANCE BARN CASH FLOW	
Bank Reconciliation	
Balance Per Bank Account	\$ 204,570.60
Interest Allocated through 11/30/2025	9,386.66
Adjusted Balance	\$ 213,957.26

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
Revenues	
4012 Garage Sale Permits	\$ 5.00
4020 Building Permits	14,713.09
4025 Short Term Rental Annual Permit	400.00
4030 Civic Center Rental	250.00
4040 Cable TV/Telephone Franchise Fees	971.41
4050 Contributions/Donations	
4050-1b Event Donations/Contributions/Fees	25.00
Total 4050 Contributions/Donations	25.00
4064 Fines & Forfeitures	15,995.48
4064a - Municipal 3rd Party Payout	11,077.01
4064b - Municipal Jury Fund (MJF)	10.42
4064c - Municipal Truancy & Prev (MTPF)	520.54
4064d - Municipal Court Security Fund (MSF)	510.17
4064e - Municipal Court Technology Fund (MTF)	416.45
Total 4064 Fines & Forfeitures	28,530.07
4068 Service Fee Retained by City	908.13
4070 HCAD Ad Valorem	81,881.36
4071 HCAD Interest & Sinking	24,895.42
Total 4070 HCAD Ad Valorem	106,776.78
4120 State Sales Tax-Rev. Sharing	37,212.00
4121 State Mixed Beverage Sale Tax R	512.93
Total 4000 Revenues	190,304.41
4101 Interfund Transfers	
4101-a From Emergency Fund	30,000.00
4101-b From Capital Improvement Fund	22,484.17
4101-d From Parks Development Fund	500.00
Total 4101 Interfund Transfers	52,984.17
Park Event Revenue	
4601 Food Truck Rental Fees	300.00
Total Park Event Revenue	300.00
Total Revenues	\$ 243,588.58
Expenditures	
5010 Accounting Services	
5010-1 Accounting Services-Admin	481.00
Total 5010 Accounting Services	481.00
5030 Animal Care	
5030-9 Animal Control	1,625.00
Total 5030 Animal Care	1,625.00

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
5045 Auto Allowance	
5045-1 Executive Auto Allowance-Admin	369.24
Total 5045 Auto Allowance	369.24
5050 Auto Fuel	
5050-2 Auto Fuel-Police	2,345.88
5050-3 Auto Fuel-Maint	587.93
5050-6 Auto Fuel-Park	178.68
5050-8 Auto Fuel-Building/Code	92.04
Total 5050 Auto Fuel	3,204.53
5060 Audit Fees	
5060-1 Audit Fees -Admin	2,231.25
Total 5060 Audit Fees	2,231.25
5070 Bank Charges	
5070-1 Bank Charges-Admin	623.24
Total 5070 Bank Charges	623.24
5082 Capital Expenditures	
5082b Maintenance Barn	21,440.21
5082c Police Department Building Remodel	1,043.96
5082f Parks Development	500.00
Total 5082 Capital Expenditures	22,984.17
5097 Computers,Software & Supplies	
5097-2 Computers,Software & Supplies-Police	1,826.67
Total 5097 Computers,Software & Supplies	1,826.67
5101-0 Contract Services IT-Multi Dept	2,794.91
5104-2 Contract Services PD-Police	64.99
5120-4 Court Costs & Arrest Fees - Judicial	
5120-4a Court Costs (Omnibase)	95.83
5120-4c Court Costs (GHS Collections)	1,436.69
5120-4e Court Costs (Due to Comptroller)	9,544.49
Total 5120-4 Court Costs & Arrest Fees - Judicial	11,077.01
5140 Dues & Subscriptions	
5140-8 Dues & Subscriptions-Build/Code	100.00
Total 5140 Dues & Subscriptions	100.00
5150 Election Expenditure	3,559.63
5160 Employee Benefits - Retirement	
5160-1 Employee Benefits/Retirement-Admin	879.06
5160-2 Employee Benefits/Retirement-Police	1,647.61
5160-3 Employee Benefits/Retirement-Maint	608.69
5160-4 Employee Benefits/Retirement-Judicial/Court	164.11

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
5160-6 Employee Benefits/Retirement-Park	117.04
5160-8 Employee Benefits/Retirement-Build/Code	306.11
Total 5160 Employee Benefits - Retirement	3,722.62
5170 Equipment Purchases	
5170-2 Equipment Purchases-Police	934.20
Total 5170 Equipment Purchases	934.20
5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	
5230-1 Admin	
5230-1a Employee Medical Insurance-Admin	2,916.26
5230-1b Employee Dental & Vision Insurance-Admin	212.92
5230-1c Employee Life Insurance-Admin	35.35
Total 5230-1 Admin	3,164.53
5230-2 Police	
5230-2a Employee Medical Insurance-Police	6,411.70
5230-2b Employee Dental & Vision Insurance-Police	690.20
5230-2c Employee Life Insurance-Police	87.48
Total 5230-2 Police	7,189.38
5230-3 Maint	
5230-3a Employee Medical Insurance-Maint.	2,123.38
5230-3b Employee Dental & Vision Insurance-Maint.	153.60
5230-3c Employee Life Insurance-Maint.	66.92
Total 5230-3 Maint	2,343.90
5230-4 Employee Insurance Benefits-Judicial	
5230-4a Employee Medical Insurance-Judicial	920.00
5230-4b Employee Dental & Vision Insurance-Judicial	101.78
5230-4c Employee Life Insurance-Judicial	15.45
Total 5230-4 Employee Insurance Benefits-Judicial	1,037.23
5230-6 Park	
5230-6a Employee Medical Insurance-Park	709.23
5230-6b Employee Dental & Vision Insurance-Park	51.20
5230-6c Employee Life Insurance-Park	7.10
Total 5230-6 Park	767.53
5230-8 Employee Insurance Benefits-Building/Code	
5230-8a Employee Medical Insurance-Build/Code	770.88
5230-8c Employee Life Insurance-Build/Code	19.46
Total 5230-8 Employee Insurance Benefits-Building/Code	790.34
Total 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	15,292.91
5264 Vehicle Loan Interest	
5264 - 2 Vehicle Loan Interest - Police	

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)	435.73
5264-2b Vehicle Loan Principal-Police Tahoes (3)	2,561.54
Total 5264 - 2 Vehicle Loan Interest - Police	2,997.27
5264-8 Vehicle Loan Interest - Building/Code	
5264-8a Vehicle Loan Interest-Building/Code	126.59
5264-8b Vehicle Loan Principal-Building/Code	529.87
Total 5264-8 Vehicle Loan Interest - Building/Code	656.46
Total 5264 Vehicle Loan Interest	3,653.73
5265 Janitorial/Cleaning	
5265-0 Janitorial/Cleaning-Multi Dept	1,800.00
Total 5265 Janitorial/Cleaning	1,800.00
5290 Lease Equipment Expenditure	
5290-1 Lease Equipment Expenditure-Admin	882.13
Total 5290 Lease Equipment Expenditure	882.13
5300 Legal Fees (Professional)	
5300-1 Legal Fees-Admin	1,237.50
5300-10 Legal Fees-Council/Mayor	787.50
5300-4 Legal Fees-Judicial	1,528.45
Total 5300 Legal Fees (Professional)	3,553.45
5320 Maintenance Building	
5320-1 Maintenance Building-Admin	1,250.00
5320-3 Maintenance Building-Maint	7.44
Total 5320 Maintenance Building	1,257.44
5330 Maintenance-Equipment	
5330-1 Maintenance-Equipment-Admin	110.09
5330-3 Maintenance-Equipment-Maint	28.58
5330-6 Maintenance-Equipment-Parks	85.94
Total 5330 Maintenance-Equipment	224.61
5336-6 Park Grounds	486.07
5340 Maintenance-Vehicle	
5340-2 Maintenance-Vehicle-Police	205.64
5340-3 Maintenance-Vehicle-Maint	75.98
5340-8 Maintenance-Vehicle-Building/Code	4.00
Total 5340 Maintenance-Vehicle	285.62
5357-0 Employee Recognition/Events	284.85
5365 Miscellaneous Expenditure	
5365-1 Admin	5.00
Total 5365 Miscellaneous Expenditure	5.00
5370 Office Supplies Expenditure	

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
5370-1 Office Supplies-Admin	75.16
5370-10 Office Supplies-Council/Mayor	103.73
5370-2 Office Supplies-Police	144.72
5370-3 Office Supplies-Maint.	72.38
5370-4 Office Supplies-Judicial	72.63
5370-8 Office Supplies-Building/Code	29.47
Total 5370 Office Supplies Expenditure	498.09
5371-0 Building Supplies	946.41
5372-6 Recreational Items - Park	7.76
5390 Records Management	
5390-1 Records Management-Admin	185.00
5390-2 Records Management-Police	60.00
Total 5390 Records Management	245.00
5400 Printing	
5400-2 Printing - Police	271.09
Total 5400 Printing	271.09
5430 Salaries	
5430-1 Salaries-Admin	20,812.68
5430-10 Salaries-Council/Mayor	200.00
5430-2 Salaries-Police	41,986.76
5430-3 Salaries-Maint	14,667.23
5430-4 Salaries-Other-Judicial	3,954.22
5430-6 Salaries-Park	2,820.25
5430-8 Salaries-Building/Code-	7,376.30
Total 5430 Salaries	91,817.44
5460 Telephone and Internet	
5460-0 Tel/Internet-Multi Dept.	944.60
5460-1 Tel/Internet-Admin.	213.56
5460-2 Tel/Internet-Police	518.10
5460-3 Tel/Internet-Maint.	84.83
5460-8 Tel/Internet-Building/Code	109.82
Total 5460 Telephone and Internet	1,870.91
5470 Travel Expenditure	
5470-1 Travel-Admin	429.83
5470-8 Travel-Building/Code	48.93
Total 5470 Travel Expenditure	478.76
5480 Training/Education Expenditure	
5480-1 Training/Education Expenditure-Admin.	375.00
Total 5480 Training/Education Expenditure	375.00

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
5490 Uniforms	
5490-3 Uniforms-Maint	190.00
5490-6 Uniforms-Park	34.08
5490-8 Uniforms-Building/Code	108.16
5490-9 Uniforms-Animal Control	79.32
Total 5490 Uniforms	411.56
5500 Utilities/Electricity	
5500-0 Utilities/Electricity-Multi Dept	1,501.48
5500-3 Utilities/Electricity-Multi Dept-Maint	54.05
5500-6 Utilities/Electricity-Park	245.00
Total 5500 Utilities/Electricity	1,800.53
5510 Utilities/Water	
5510-0 Utilities/Water-Multi Dept	470.49
5510-3 Utilities/Water-Maint	35.05
5510-6 Utilities/Water-Park	1,000.83
Total 5510 Utilities/Water	1,506.37
5540-0 Website-Multi Dept.	300.00
Total 5000 Expenditures	183,853.19
6000 Payroll Expenditures	
xxxxx6500 Payroll Taxes Total	
6500-1 Payroll Taxes - Admin	1,620.42
6500-2 Payroll Taxes- Police	3,218.31
6500-3 Payroll Taxes- Maint	1,122.04
6500-4 Payroll Taxes- Judicial	302.50
6500-6 Payroll Taxes-Park-6	215.75
6500-8 Payroll Taxes- Building/Code	591.74
Total xxxxx6500 Payroll Taxes Total	7,070.76
Total 6000 Payroll Expenditures	7,070.76
Total Expenditures	190,923.95
Net Operating Revenues	52,664.63
Other Revenues	
4800 Interest Earned	
4800-a Interest Revenues-Ad Valorem	43.55
4800-b Interest Revenues-Capitol Improvement	1,428.14
4800-c Interest Revenues-Emergency Fund	1,061.35
4800-d Interest Revenues-General Fund	0.37
4800-e Interest Revenues-Hotel-Motel Tax	262.74
4800-f Interest Revenues-Municipal Fund	61.72
4800-g Interest Revenues-Municipal Security	0.25

CITY OF TOOL
Increase (Decrease) to Fund Balance and Loss
November 2025

	Total
4800-h Interest Revenues-Public Funds MM 9	25.57
4800-i Interest Revenues-Public Funds MM 10	698.59
4800-j Interest Revenues-TexStar	3.02
4800-k Interest Revenues-Municipal Tech	0.02
4800-l Interest Earned - Park Construction Acct	122.61
Total 4800 Interest Earned	3,707.93
4801-Credit Card Rebate	126.34
Total Other Revenues	3,834.27
Net Other Revenues	3,834.27
Net Increase (Decrease) to Fund Balance	\$ 56,498.90

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CITY OF TOOL
Statement of Revenues & Expenditures
YTD as of 11-30-2025 (By Month)

Account	Oct 2025	Nov 2025	Total
4000 Revenues			
4011 Alarm Permit	\$ 50.00	\$ 50.00	
4012 Garage Sale Permits	20.00	5.00	25.00
4013 Animal Surrender Fees	325.00		325.00
4020 Building Permits	15,308.80	14,713.09	30,021.89
4025 Short Term Rental Annual Permit	800.00	400.00	1,200.00
4030 Civic Center Rental	150.00	250.00	400.00
4040 Cable TV/Telephone Franchise Fees	4,765.29	971.41	5,736.70
4050 Contributions/Donations			0.00
4050-1 Contributions-General Fund	0.00		0.00
4050-1b Event Donations/Contributions/Fees		25.00	25.00
Total 4050 Contributions/Donations	0.00	25.00	25.00
4064 Fines & Forfeitures	13,590.30	15,995.48	29,585.78
4064a - Municipal 3rd Party Payout	10,522.03	11,077.01	21,599.04
4064b - Municipal Jury Fund (MJF)	9.43	10.42	19.85
4064c - Municipal Truancy & Prev (MTPF)	471.50	520.54	992.04
4064d - Municipal Court Security Fund (MSF)	462.09	510.17	972.26
4064e - Municipal Court Technology Fund (MTF)	377.23	416.45	793.68
Total 4064 Fines & Forfeitures	25,432.58	28,530.07	53,962.65
4068 Service Fee Retained by City	119.41	908.13	1,027.54
4070 HCAD Ad Valorem	37,186.30	81,881.36	119,067.66
4071 HCAD Interest & Sinking	11,100.52	24,895.42	35,995.94
Total 4070 HCAD Ad Valorem	48,286.82	106,776.78	155,063.60
4110 Hotel Occupancy Tax	11,640.35		11,640.35
4120 State Sales Tax-Rev. Sharing	35,480.56	37,212.00	72,692.56
4121 State Mixed Beverage Sale Tax R	792.34	512.93	1,305.27
4150 Waste Services	9,984.83		9,984.83
Total Revenues	153,155.98	190,304.41	343,460.39
Interfund Transfers			0.00
4101-a From Emergency Fund	15,000.00	30,000.00	45,000.00
4101-b From Capital Improvement Fund	197,768.41	22,484.17	220,252.58
4101-c From City Hall Construction Fund	6,350.00		6,350.00
4101-d From Parks Development Fund		500.00	500.00
Total Interfund Transfers	219,118.41	52,984.17	272,102.58
Park Event Revenue			0.00
4601 Food Truck Rental Fees	500.00	300.00	800.00
Total Park Event Revenue	500.00	300.00	800.00
Total Income	372,774.39	243,588.58	616,362.97

CITY OF TOOL
Statement of Revenues & Expenditures
YTD as of 11-30-2025 (By Month)

Account	Oct 2025	Nov 2025	Total
Total Revenues	\$ 372,774.39	\$ 243,588.58	\$ 616,362.97
5000 Expenditures			0.00
5010 Accounting Services			0.00
5010-1 Accounting Services-Admin	474.50	481.00	955.50
Total 5010 Accounting Services	474.50	481.00	955.50
5020 Advertising Expenditure			0.00
5020-1 Advertising-Admin	305.00		305.00
Total 5020 Advertising Expenditure	305.00	0.00	305.00
5030 Animal Care			0.00
5030-9 Animal Control	1,625.00	1,625.00	3,250.00
Total 5030 Animal Care	1,625.00	1,625.00	3,250.00
5045 Auto Allowance			0.00
5045-1 Executive Auto Allowance-Admin	369.24	369.24	738.48
Total 5045 Auto Allowance	369.24	369.24	738.48
5050 Auto Fuel			0.00
5050-2 Auto Fuel-Police	2,375.47	2,345.88	4,721.35
5050-3 Auto Fuel-Maint	545.94	587.93	1,133.87
5050-6 Auto Fuel-Park	217.92	178.68	396.60
5050-8 Auto Fuel-Building/Code	80.77	92.04	172.81
Total 5050 Auto Fuel	3,220.10	3,204.53	6,424.63
5060 Audit Fees			0.00
5060-1 Audit Fees -Admin	2,653.50	2,231.25	4,884.75
Total 5060 Audit Fees	2,653.50	2,231.25	4,884.75
5070 Bank Charges			0.00
5070-1 Bank Charges-Admin	567.30	623.24	1,190.54
Total 5070 Bank Charges	567.30	623.24	1,190.54
5082 Capital Expenditures			0.00
5082b Maintenance Barn	135,229.21	21,440.21	156,669.42
5082c Police Department Building Remodel	24,789.20	1,043.96	25,833.16
5082d Paradise Bay Subdivision Drainage (Phase 1A)	37,750.00		37,750.00
5082e City Hall Remodel	6,350.00		6,350.00
5082f Parks Development		500.00	500.00
Total 5082 Capital Expenditures	204,118.41	22,984.17	227,102.58
5097 Computers,Software & Supplies			0.00
5097-1 Computers,Software & Supplies-Admin	414.99		414.99
5097-2 Computers,Software & Supplies-Police		1,826.67	1,826.67
Total 5097 Computers,Software & Supplies	414.99	1,826.67	2,241.66
5101-0 Contract Services IT-Multi Dept	2,790.91	2,794.91	5,585.82
5102-0 Contract Services Acct-Multi Dept	100.00		100.00

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Account	Oct 2025	Nov 2025	Total
5103 Permit and InspectBuilding/Code	10,387.27		10,387.27
5104-2 Contract Services PD-Police	3,462.90	64.99	3,527.89
5104-8 Contract Services-(GIS, Engineering, & Survey)	625.00		625.00
5120-4 Court Costs & Arrest Fees - Judicial			0.00
5120-4a Court Costs (Omnibase)	70.16	95.83	165.99
5120-4b Court Costs-(Inmate Housing Fees)	150.00		150.00
5120-4c Court Costs (GHS Collections)	1,694.40	1,436.69	3,131.09
5120-4e Court Costs (Due to Comptroller)	8,757.47	9,544.49	18,301.96
Total 5120-4 Court Costs & Arrest Fees - Judicial	10,672.03	11,077.01	21,749.04
5140 Dues & Subscriptions			0.00
5140-1 Dues & Subscriptions-Admin.	125.00		125.00
5140-2 Dues & Subscriptions-Police			0.00
5140-8 Dues & Subscriptions-Build/Code		100.00	100.00
Total 5140 Dues & Subscriptions	125.00	100.00	225.00
5150 Election Expenditure		3,559.63	3,559.63
5160 Employee Benefits - Retirement			0.00
5160-1 Employee Benefits/Retirement-Admin	819.94	879.06	1,699.00
5160-2 Employee Benefits/Retirement-Police	1,507.26	1,647.61	3,154.87
5160-3 Employee Benefits/Retirement-Maint	456.30	608.69	1,064.99
5160-4 Employee Benefits/Retirement-Judicial/Court	145.02	164.11	309.13
5160-6 Employee Benefits/Retirement-Park	90.14	117.04	207.18
5160-8 Employee Benefits/Retirement-Build/Code	207.85	306.11	513.96
Total 5160 Employee Benefits - Retirement	3,226.51	3,722.62	6,949.13
5170 Equipment Purchases			0.00
5170-2 Equipment Purchases-Police		934.20	934.20
5170-6 Equipment Purchases-Park	0.00		0.00
5170-8 Equipment Purchases-Building/Code	272.17		272.17
Total 5170 Equipment Purchases	272.17	934.20	1,206.37
5171-0 City Events	570.07		570.07
5200-0 HCAD Collections-Multi Dept	765.23		765.23
5220 Insurance Property & Liability			0.00
5220-0 Insurance Property & Liability-Multi Dept.	824.75		824.75
5220-1 Insurance-Prop.&Liab-Admin	1,774.50		1,774.50
5220-2 Insurance-Prop.&Liab-Police	1,562.75		1,562.75
5220-3 Insurance-Prop.&Liab-Maint	1,152.25		1,152.25
Total 5220 Insurance Property & Liability	5,314.25	0.00	5,314.25
5225 Insurance/Auto			0.00
5225-2 Insurance/Auto-Police	2,764.25		2,764.25
5225-3 Insurance/Auto- Maintenance	449.75		449.75

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Account	Oct 2025	Nov 2025	Total
5225-8 Insurance/Auto-Build & Code	234.25		234.25
Total 5225 Insurance/Auto	3,448.25	0.00	3,448.25
5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))			0.00
5230-1 Admin			0.00
5230-1a Employee Medical Insurance-Admin	2,758.84	2,916.26	5,675.10
5230-1b Employee Dental & Vision Insurance-Admin	212.92	212.92	425.84
5230-1c Employee Life Insurance-Admin	35.35	35.35	70.70
Total 5230-1 Admin	3,007.11	3,164.53	6,171.64
5230-2 Police			0.00
5230-2a Employee Medical Insurance-Police	7,172.59	6,411.70	13,584.29
5230-2b Employee Dental & Vision Insurance-Police	750.22	690.20	1,440.42
5230-2c Employee Life Insurance-Police	81.10	87.48	168.58
Total 5230-2 Police	8,003.91	7,189.38	15,193.29
5230-3 Maint			0.00
5230-3a Employee Medical Insurance-Maint.	1,856.34	2,123.38	3,979.72
5230-3b Employee Dental & Vision Insurance-Maint.	153.60	153.60	307.20
5230-3c Employee Life Insurance-Maint.	66.92	66.92	133.84
Total 5230-3 Maint	2,076.86	2,343.90	4,420.76
5230-4 Employee Insurance Benefits-Judicial			0.00
5230-4a Employee Medical Insurance-Judicial	940.00	920.00	1,860.00
5230-4b Employee Dental & Vision Insurance-Judicial	41.76	101.78	143.54
5230-4c Employee Life Insurance-Judicial	20.58	15.45	36.03
Total 5230-4 Employee Insurance Benefits-Judicial	1,002.34	1,037.23	2,039.57
5230-6 Park			0.00
5230-6a Employee Medical Insurance-Park	630.26	709.23	1,339.49
5230-6b Employee Dental & Vision Insurance-Park	51.20	51.20	102.40
5230-6c Employee Life Insurance-Park	19.46	7.10	26.56
Total 5230-6 Park	700.92	767.53	1,468.45
5230-8 Employee Insurance Benefits-Building/Code			0.00
5230-8a Employee Medical Insurance-Build/Code	1,490.56	770.88	2,261.44
5230-8b Employee Dental & Vision Insurance-Build/Code	51.20		51.20
5230-8c Employee Life Insurance-Build/Code	15.45	19.46	34.91
Total 5230-8 Employee Insurance Benefits-Building/Code	1,557.21	790.34	2,347.55
Total 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	16,348.35	15,292.91	31,641.26
5250 Workers Comp Insurance			0.00
5250-1 Workers Comp Insurance-Admin.	210.00		210.00
5250-2 Workers Comp Insurance-Police	3,063.00		3,063.00
5250-3 Workers Comp Insurance-Maint.	1,560.75		1,560.75

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Account	Oct 2025	Nov 2025	Total
5250-8 Workers Comp Insurance-Building/Code	152.00		152.00
Total 5250 Workers Comp Insurance	4,985.75	0.00	4,985.75
5264 Vehicle Loan Interest			0.00
5264 - 2 Vehicle Loan Interest - Police			0.00
5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)	417.22	435.73	852.95
5264-2b Vehicle Loan Principal-Police Tahoes (3)	2,580.05	2,561.54	5,141.59
Total 5264 - 2 Vehicle Loan Interest - Police	2,997.27	2,997.27	5,994.54
5264-8 Vehicle Loan Interest - Building/Code			0.00
5264-8a Vehicle Loan Interest-Building/Code	128.99	126.59	255.58
5264-8b Vehicle Loan Principal-Building/Code	527.47	529.87	1,057.34
Total 5264-8 Vehicle Loan Interest - Building/Code	656.46	656.46	1,312.92
Total 5264 Vehicle Loan Interest	3,653.73	3,653.73	7,307.46
5265 Janitorial/Cleaning			0.00
5265-0 Janitorial/Cleaning-Multi Dept	1,000.00	1,800.00	2,800.00
Total 5265 Janitorial/Cleaning	1,000.00	1,800.00	2,800.00
5290 Lease Equipment Expenditure			0.00
5290-1 Lease Equipment Expenditure-Admin	882.13	882.13	1,764.26
Total 5290 Lease Equipment Expenditure	882.13	882.13	1,764.26
5300 Legal Fees (Professional)			0.00
5300-1 Legal Fees-Admin	617.50	1,237.50	1,855.00
5300-10 Legal Fees-Council/Mayor	787.50	787.50	1,575.00
5300-4 Legal Fees-Judicial	683.75	1,528.45	2,212.20
Total 5300 Legal Fees (Professional)	2,088.75	3,553.45	5,642.20
5320 Maintenance Building			0.00
5320-0 Maintenance Building-Multi Dept	728.55		728.55
5320-1 Maintenance Building-Admin	680.94	1,250.00	1,930.94
5320-3 Maintenance Building-Maint	(290.34)	7.44	(282.90)
Total 5320 Maintenance Building	1,119.15	1,257.44	2,376.59
5330 Maintenance-Equipment			0.00
5330-1 Maintenance-Equipment-Admin		110.09	110.09
5330-3 Maintenance-Equipment-Maint	4.49	28.58	33.07
5330-6 Maintenance-Equipment-Parks	315.30	85.94	401.24
Total 5330 Maintenance-Equipment	319.79	224.61	544.40
5336-6 Park Grounds	140.16	486.07	626.23
5340 Maintenance-Vehicle			0.00
5340-2 Maintenance-Vehicle-Police	135.23	205.64	340.87
5340-3 Maintenance-Vehicle-Maint		75.98	75.98
5340-8 Maintenance-Vehicle-Building/Code		4.00	4.00
Total 5340 Maintenance-Vehicle	135.23	285.62	420.85

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Account	Oct 2025	Nov 2025	Total
5357-0 Employee Recognition/Events		284.85	284.85
5365 Miscellaneous Expenditure			0.00
5365-1 Admin		5.00	5.00
Total 5365 Miscellaneous Expenditure	0.00	5.00	5.00
5370 Office Supplies Expenditure			0.00
5370-1 Office Supplies-Admin	357.40	75.16	432.56
5370-10 Office Supplies-Council/Mayor		103.73	103.73
5370-2 Office Supplies-Police	346.27	144.72	490.99
5370-3 Office Supplies-Maint.	116.39	72.38	188.77
5370-4 Office Supplies-Judicial	425.00	72.63	497.63
5370-8 Office Supplies-Building/Code		29.47	29.47
Total 5370 Office Supplies Expenditure	1,245.06	498.09	1,743.15
5371-0 Building Supplies	1,402.56	946.41	2,348.97
5372-6 Recreational Items - Park		7.76	7.76
5373-3 Signs, Posts, Hardware - Maint	589.47		589.47
5380 Postage			0.00
5380-1 Postage-Admin.	19.28		19.28
5380-2 Postage-Police	4.12		4.12
5380-4 Postage-Judicial	123.60		123.60
5380-8 Postage - Build/Code	57.68		57.68
Total 5380 Postage	204.68	0.00	204.68
5390 Records Management			0.00
5390-1 Records Management-Admin	185.00	185.00	370.00
5390-2 Records Management-Police	60.00	60.00	120.00
Total 5390 Records Management	245.00	245.00	490.00
5400 Printing			0.00
5400-2 Printing - Police	273.14	271.09	544.23
Total 5400 Printing	273.14	271.09	544.23
5430 Salaries			0.00
5430-1 Salaries-Admin	19,572.68	20,812.68	40,385.36
5430-10 Salaries-Council/Mayor	100.00	200.00	300.00
5430-2 Salaries-Police	39,003.88	41,986.76	80,990.64
5430-3 Salaries-Maint	10,995.23	14,667.23	25,662.46
5430-4 Salaries-Other-Judicial	3,494.22	3,954.22	7,448.44
5430-6 Salaries-Park	2,172.00	2,820.25	4,992.25
5430-8 Salaries-Building/Code-	5,008.57	7,376.30	12,384.87
Total 5430 Salaries	80,346.58	91,817.44	172,164.02
5460 Telephone and Internet			0.00
5460-0 Tel/Internet-Multi Dept.	1,079.84	944.60	2,024.44

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Account	Oct 2025	Nov 2025	Total
5460-1 Tel/Internet-Admin.	213.50	213.56	427.06
5460-2 Tel/Internet-Police	453.46	518.10	971.56
5460-3 Tel/Internet-Maint.	84.79	84.83	169.62
5460-8 Tel/Internet-Building/Code	109.78	109.82	219.60
Total 5460 Telephone and Internet	1,941.37	1,870.91	3,812.28
5470 Travel Expenditure			0.00
5470-1 Travel-Admin	511.23	429.83	941.06
5470-8 Travel-Building/Code	580.81	48.93	629.74
Total 5470 Travel Expenditure	1,092.04	478.76	1,570.80
5480 Training/Education Expenditure			0.00
5480-1 Training/Education Expenditure-Admin.	1,072.50	375.00	1,447.50
5480-10 Training/Education Expenditure-Council/Mayor	22.50		22.50
5480-8 Training/Education Expenditure-Building/Code	1,090.00		1,090.00
Total 5480 Training/Education Expenditure	2,185.00	375.00	2,560.00
5490 Uniforms			
5490-3 Uniforms-Maint	237.50	190.00	427.50
5490-6 Uniforms-Park	42.60	34.08	76.68
5490-8 Uniforms-Building/Code	312.89	108.16	421.05
5490-9 Uniforms-Animal Control	99.15	79.32	178.47
Total 5490 Uniforms	692.14	411.56	1,103.70
5500 Utilities/Electricity			0.00
5500-0 Utilities/Electricity-Multi Dept	1,388.24	1,501.48	2,889.72
5500-3 Utilities/Electricity-Multi Dept-Maint	55.58	54.05	109.63
5500-6 Utilities/Electricity-Park	541.00	245.00	786.00
Total 5500 Utilities/Electricity	1,984.82	1,800.53	3,785.35
5510 Utilities/Water			
5510-0 Utilities/Water-Multi Dept	477.31	470.49	947.80
5510-3 Utilities/Water-Maint	44.58	35.05	79.63
5510-6 Utilities/Water-Park	3,738.98	1,000.83	4,739.81
Total 5510 Utilities/Water	4,260.87	1,506.37	5,767.24
5540-0 Website-Multi Dept.	300.00	300.00	600.00
Total 5000 Expenditures	382,943.40	183,853.19	566,796.59
6000 Payroll Expenditures			
xxxxx6500 Payroll Taxes Total			
6500-1 Payroll Taxes - Admin	1,511.42	1,620.42	3,131.84
6500-2 Payroll Taxes- Police	3,002.60	3,218.31	6,220.91
6500-3 Payroll Taxes- Maint	841.15	1,122.04	1,963.19
6500-4 Payroll Taxes- Judicial	267.31	302.50	569.81
6500-6 Payroll Taxes-Park-6	166.15	215.75	381.90

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Account	Oct 2025	Nov 2025	Total
6500-8 Payroll Taxes- Building/Code	397.86	591.74	989.60
Total xxxxx6500 Payroll Taxes Total	6,186.49	7,070.76	13,257.25
Total 6000 Payroll Expenditures	6,186.49	7,070.76	13,257.25
Total Expenditures	389,129.89	190,923.95	580,053.84
Increase (Decrease) to Fund Balance	(16,355.50)	52,664.63	36,309.13
Other Revenues			
Interest Earned			
4800-a Interest Income-Ad Valorem	115.68	43.55	159.23
4800-b Interest Income-Capitol Improvement	2,129.34	1,428.14	3,557.48
4800-c Interest Income-Emergency Fund	1,414.29	1,061.35	2,475.64
4800-d Interest Income-General Fund	0.43	0.37	0.80
4800-e Interest Income-Hotel-Motel Tax	302.02	262.74	564.76
4800-f Interest Income-Municipal Fund	105.80	61.72	167.52
4800-g Interest Income-Municipal Security	0.29	0.25	0.54
4800-h Interest Income-Public Funds MM 9	46.65	25.57	72.22
4800-i Interest Income-Public Funds MM 10	849.57	698.59	1,548.16
4800-j Interest Income-TexStar	3.29	3.02	6.31
4800-k Interest Income-Municipal Tech	0.02	0.02	0.04
4800-l Interest Earned - Park Construction Acct	154.64	122.61	277.25
Total 4800 Interest Earned	5,122.02	3,707.93	8,829.95
4801-Credit Card Rebate	171.32	126.34	297.66
Total Other Expenditures	5,293.34	3,834.27	9,127.61
Net Other Revenues	5,293.34	3,834.27	9,127.61
Net Increase (Decrease) to Fund Balance	\$ (11,062.16)	\$ 56,498.90	\$ 45,436.74

Statement of Revenues & Expenditures

CITY OF TOOL

YTD as of 11-30-2025

Account Description	Total
Revenues	
4000 Revenues	
4011 Alarm Permit	\$ 50.00
4012 Garage Sale Permits	25.00
4013 Animal Surrender Fees	325.00
4020 Building Permits	30,021.89
4025 Short Term Rental Annual Permit	1,200.00
4030 Civic Center Rental	400.00
4040 Cable TV/Telephone Franchise Fees	5,736.70
4050 Contributions/Donations	
4050-1b Event Donations/Contributions/Fees	25.00
4050-1 Contributions-General Fund	0.00
Total for 4050 Contributions/Donations	25.00
4064 Fines & Forfeitures	29,585.78
4064a - Municipal 3rd Party Payout	21,599.04
4064b - Municipal Jury Fund (MJF)	19.85
4064c - Municipal Truancy & Prev (MTPF)	992.04
4064d - Municipal Court Security Fund (MSF)	972.26
4064e - Municipal Court Technology Fund (MTF)	793.68
Total for 4064 Fines & Forfeitures	53,962.65
4068 Service Fee Retained by City	1,027.54
4070 HCAD Ad Valorem	119,067.66
4071 HCAD Interest & Sinking	35,995.94
Total for 4070 HCAD Ad Valorem	155,063.60
4110 Hotel Occupancy Tax	11,640.35
4120 State Sales Tax-Rev. Sharing	72,692.56
4121 State Mixed Beverage Sale Tax R	1,305.27
4150 Waste Services	9,984.83
Total for 4000 Revenues	343,460.39
4101 Interfund Transfers	
4101-a From Emergency Fund	45,000.00
4101-b From Capital Improvement Fund	219,595.06
4101-c From City Hall Construction Fund	6,350.00
4101-d From Parks Development Fund	500.00
Total for 4101 Interfund Transfers	271,445.06
Park Event Revenue	
4601 Food Truck Rental Fees	800.00
Total for Park Event Revenue	800.00

Statement of Revenues & Expenditures
CITY OF TOOL
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Account Description	Total
Services	0.00
Total for Revenues	\$ 615,705.45
Expenditures	
5010 Accounting Services	
5010-1 Accounting Services-Admin	955.50
Total for 5010 Accounting Services	955.50
5020 Advertising Expenditure	
5020-1 Advertising-Admin	305.00
Total for 5020 Advertising Expenditure	305.00
5030 Animal Care	
5030-9 Animal Control	3,250.00
Total for 5030 Animal Care	3,250.00
5045 Auto Allowance	
5045-1 Executive Auto Allowance-Admin	738.48
Total for 5045 Auto Allowance	738.48
5050 Auto Fuel	
5050-2 Auto Fuel-Police	4,721.35
5050-3 Auto Fuel-Maint	1,133.87
5050-6 Auto Fuel-Park	396.60
5050-8 Auto Fuel-Building/Code	172.81
Total for 5050 Auto Fuel	6,424.63
5060 Audit Fees	
5060-1 Audit Fees -Admin	4,884.75
Total for 5060 Audit Fees	4,884.75
5070 Bank Charges	
5070-1 Bank Charges-Admin	1,190.54
Total for 5070 Bank Charges	1,190.54
5082 Capital Expenditures	
5082b Maintenance Barn	156,669.42
5082c Police Department Building Remodel	25,833.16
5082d Paradise Bay Subdivision Drainage (Phase 1A)	37,750.00
5082e City Hall Remodel	6,350.00
5082f Parks Development	500.00
Total for 5082 Capital Expenditures	227,102.58
5097 Computers,Software & Supplies	
5097-1 Computers,Software & Supplies-Admin	414.99
5097-2 Computers,Software & Supplies-Police	1,826.67
Total for 5097 Computers,Software & Supplies	2,241.66

Statement of Revenues & Expenditures
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Account Description	Total
5101-0 Contract Services IT-Multi Dept	5,585.82
5102-0 Contract Services Acct-Multi Dept	100.00
5103 Permit and InspectBuilding/Code	10,387.27
5104-2 Contract Services PD-Police	3,527.89
5104-8 Contract Services-(GIS, Engineering, & Survey)	625.00
5120-4 Court Costs & Arrest Fees - Judicial	
5120-4a Court Costs (Omnibase)	165.99
5120-4b Court Costs-(Inmate Housing Fees)	150.00
5120-4c Court Costs (GHS Collections)	3,131.09
5120-4e Court Costs (Due to Comptroller)	18,301.96
Total for 5120-4 Court Costs & Arrest Fees - Judicial	21,749.04
5140 Dues & Subscriptions	
5140-1 Dues & Subscriptions-Admin.	125.00
5140-2 Dues & Subscriptions-Police	
5140-8 Dues & Subscriptions-Build/Code	100.00
Total for 5140 Dues & Subscriptions	225.00
5150 Election Expenditure	3,559.63
5160 Employee Benefits - Retirement	
5160-1 Employee Benefits/Retirement-Admin	1,699.00
5160-2 Employee Benefits/Retirement-Police	3,154.87
5160-3 Employee Benefits/Retirement-Maint	1,064.99
5160-4 Employee Benefits/Retirement-Judicial/Court	309.13
5160-6 Employee Benefits/Retirement-Park	207.18
5160-8 Employee Benefits/Retirement-Build/Code	513.96
Total for 5160 Employee Benefits - Retirement	6,949.13
5170 Equipment Purchases	
5170-2 Equipment Purchases-Police	934.20
5170-6 Equipment Purchases-Park	0.00
5170-8 Equipment Purchases-Building/Code	272.17
Total for 5170 Equipment Purchases	1,206.37
5171-0 City Events	570.07
5200-0 HCAD Collections-Multi Dept	765.23
5220 Insurance Property & Liability	
5220-0 Insurance Property & Liability-Multi Dept.	824.75
5220-1 Insurance-Prop.&Liab-Admin	1,774.50
5220-2 Insurance-Prop.&Liab-Police	1,562.75
5220-3 Insurance-Prop.&Liab-Maint	1,152.25
Total for 5220 Insurance Property & Liability	5,314.25

Statement of Revenues & Expenditures
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Account Description	Total
5225 Insurance/Auto	
5225-2 Insurance/Auto-Police	2,764.25
5225-3 Insurance/Auto- Maintenance	449.75
5225-8 Insurance/Auto-Build & Code	234.25
Total for 5225 Insurance/Auto	3,448.25
5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	
5230-1 Admin	
5230-1a Employee Medical Insurance-Admin	5,675.10
5230-1b Employee Dental & Vision Insurance-Admin	425.84
5230-1c Employee Life Insurance-Admin	70.70
Total for 5230-1 Admin	6,171.64
5230-2 Police	
5230-2a Employee Medical Insurance-Police	13,584.29
5230-2b Employee Dental & Vision Insurance-Police	1,440.42
5230-2c Employee Life Insurance-Police	168.58
Total for 5230-2 Police	15,193.29
5230-3 Maint	
5230-3a Employee Medical Insurance-Maint.	3,979.72
5230-3b Employee Dental & Vision Insurance-Maint.	307.20
5230-3c Employee Life Insurance-Maint.	133.84
Total for 5230-3 Maint	4,420.76
5230-4 Employee Insurance Benefits-Judicial	
5230-4a Employee Medical Insurance-Judicial	1,860.00
5230-4b Employee Dental & Vision Insurance-Judicial	143.54
5230-4c Employee Life Insurance-Judicial	36.03
Total for 5230-4 Employee Insurance Benefits-Judicial	2,039.57
5230-6 Park	
5230-6a Employee Medical Insurance-Park	1,339.49
5230-6b Employee Dental & Vision Insurance-Park	102.40
5230-6c Employee Life Insurance-Park	26.56
Total for 5230-6 Park	1,468.45
5230-8 Employee Insurance Benefits-Building/Code	
5230-8a Employee Medical Insurance-Build/Code	2,261.44
5230-8b Employee Dental & Vision Insurance-Build/Code	51.20
5230-8c Employee Life Insurance-Build/Code	34.91
Total for 5230-8 Employee Insurance Benefits-Building/Code	2,347.55
Total for 5230 Employee Insurance Benefits (Medical, Dental, Vision and Life))	31,641.26
5250 Workers Comp Insurance	

Statement of Revenues & Expenditures
CITY OF TOOL
YTD as of 11-30-2025

Account Description	Total
5250-1 Workers Comp Insurance-Admin.	210.00
5250-2 Workers Comp Insurance-Police	3,063.00
5250-3 Workers Comp Insurance-Maint.	1,560.75
5250-8 Workers Comp Insurance-Building/Code	152.00
Total for 5250 Workers Comp Insurance	4,985.75
5264 Vehicle Loan Interest	
5264 - 2 Vehicle Loan Interest - Police	
5264 - 2a - Vehicle Loan Interest - Police -Tahoes (3)	852.95
5264-2b Vehicle Loan Principal-Police Tahoes (3)	5,141.59
Total for 5264 - 2 Vehicle Loan Interest - Police	5,994.54
5264-8 Vehicle Loan Interest - Building/Code	
5264-8a Vehicle Loan Interest-Building/Code	255.58
5264-8b Vehicle Loan Principal-Building/Code	1,057.34
Total for 5264-8 Vehicle Loan Interest - Building/Code	1,312.92
Total for 5264 Vehicle Loan Interest	7,307.46
5265 Janitorial/Cleaning	
5265-0 Janitorial/Cleaning-Multi Dept	2,800.00
Total for 5265 Janitorial/Cleaning	2,800.00
5290 Lease Equipment Expenditure	
5290-1 Lease Equipment Expenditure-Admin	1,764.26
Total for 5290 Lease Equipment Expenditure	1,764.26
5300 Legal Fees (Professional)	
5300-10 Legal Fees-Council/Mayor	1,575.00
5300-1 Legal Fees-Admin	1,855.00
5300-4 Legal Fees-Judicial	2,212.20
Total for 5300 Legal Fees (Professional)	5,642.20
5320 Maintenance Building	
5320-0 Maintenance Building-Multi Dept	728.55
5320-1 Maintenance Building-Admin	1,930.94
5320-3 Maintenance Building-Maint	(282.90)
Total for 5320 Maintenance Building	2,376.59
5330 Maintenance-Equipment	
5330-1 Maintenance-Equipment-Admin	110.09
5330-3 Maintenance-Equipment-Maint	33.07
5330-6 Maintenance-Equipment-Parks	401.24
Total for 5330 Maintenance-Equipment	544.40
5336-6 Park Grounds	626.23
5340 Maintenance-Vehicle	

Statement of Revenues & Expenditures
CITY OF TOOL
YTD as of 11-30-2025

Account Description	Total
5340-2 Maintenance-Vehicle-Police	340.87
5340-3 Maintenance-Vehicle-Maint	75.98
5340-8 Maintenance-Vehicle-Building/Code	4.00
Total for 5340 Maintenance-Vehicle	420.85
5357-0 Employee Recognition/Events	284.85
5365 Miscellaneous Expenditure	
5365-1 Admin	5.00
Total for 5365 Miscellaneous Expenditure	5.00
5370 Office Supplies Expenditure	
5370-10 Office Supplies-Council/Mayor	103.73
5370-1 Office Supplies-Admin	432.56
5370-2 Office Supplies-Police	490.99
5370-3 Office Supplies-Maint.	188.77
5370-4 Office Supplies-Judicial	497.63
5370-8 Office Supplies-Building/Code	29.47
Total for 5370 Office Supplies Expenditure	1,743.15
5371-0 Building Supplies	2,348.97
5372-6 Recreational Items - Park	7.76
5373-3 Signs, Posts, Hardware - Maint	589.47
5380 Postage	
5380-1 Postage-Admin.	19.28
5380-2 Postage-Police	4.12
5380-4 Postage-Judicial	123.60
5380-8 Postage - Build/Code	57.68
Total for 5380 Postage	204.68
5390 Records Management	
5390-1 Records Management-Admin	370.00
5390-2 Records Management-Police	120.00
Total for 5390 Records Management	490.00
5400 Printing	
5400-2 Printing - Police	544.23
Total for 5400 Printing	544.23
5430 Salaries	
5430-10 Salaries-Council/Mayor	300.00
5430-1 Salaries-Admin	40,385.36
5430-2 Salaries-Police	80,990.64
5430-3 Salaries-Maint	25,662.46
5430-4 Salaries-Other-Judicial	7,448.44

Statement of Revenues & Expenditures
CITY OF TOOL
YTD as of 11-30-2025

Account Description	Total
5430-6 Salaries-Park	4,992.25
5430-8 Salaries-Building/Code-	12,384.87
Total for 5430 Salaries	172,164.02
5460 Telephone and Internet	
5460-0 Tel/Internet-Multi Dept.	2,024.44
5460-1 Tel/Internet-Admin.	427.06
5460-2 Tel/Internet-Police	971.56
5460-3 Tel/Internet-Maint.	169.62
5460-8 Tel/Internet-Building/Code	219.60
Total for 5460 Telephone and Internet	3,812.28
5470 Travel Expenditure	
5470-1 Travel-Admin	941.06
5470-8 Travel-Building/Code	629.74
Total for 5470 Travel Expenditure	1,570.80
5480 Training/Education Expenditure	
5480-10 Training/Education Expenditure-Council/Mayor	22.50
5480-1 Training/Education Expenditure-Admin.	1,447.50
5480-8 Training/Education Expenditure-Building/Code	1,090.00
Total for 5480 Training/Education Expenditure	2,560.00
5490 Uniforms	
5490-3 Uniforms-Maint	427.50
5490-6 Uniforms-Park	76.68
5490-8 Uniforms-Building/Code	421.05
5490-9 Uniforms-Animal Control	178.47
Total for 5490 Uniforms	1,103.70
5500 Utilities/Electricity	
5500-0 Utilities/Electricity-Multi Dept	2,889.72
5500-3 Utilities/Electricity-Multi Dept-Maint	109.63
5500-6 Utilities/Electricity-Park	786.00
Total for 5500 Utilities/Electricity	3,785.35
5510 Utilities/Water	
5510-0 Utilities/Water-Multi Dept	947.80
5510-3 Utilities/Water-Maint	79.63
5510-6 Utilities/Water-Park	4,739.81
Total for 5510 Utilities/Water	5,767.24
5540-0 Website-Multi Dept.	600.00
Total for 5000 Expenditures	566,796.59
6000 Payroll Expenditures	

Statement of Revenues & Expenditures
CITY OF TOOL
YTD as of 11-30-2025

Account Description	Total
xxxxx6500 Payroll Taxes Total	
6500-1 Payroll Taxes - Admin	3,131.84
6500-2 Payroll Taxes- Police	6,220.91
6500-3 Payroll Taxes- Maint	1,963.19
6500-4 Payroll Taxes- Judicial	569.81
6500-6 Payroll Taxes-Park-6	381.90
6500-8 Payroll Taxes- Building/Code	989.60
Total for xxxxx6500 Payroll Taxes Total	13,257.25
Total for 6000 Payroll Expenditures	13,257.25
Total for Expenditures	580,053.84
Increase (Decrease) to Fund Balance	\$ 35,651.61
Other Revenues	
Interest Earned	
4800-a Interest Revenues-Ad Valorem	159.23
4800-b Interest Revenues-Capitol Improvement	3,557.48
4800-c Interest Revenues-Emergency Fund	2,475.64
4800-d Interest Revenues-General Fund	0.80
4800-e Interest Revenues-Hotel-Motel Tax	564.76
4800-f Interest Revenues-Municipal Fund	167.52
4800-g Interest Revenues-Municipal Security	0.54
4800-h Interest Revenues-Public Funds MM 9	72.22
4800-i Interest Revenues-Public Funds MM 10	1,548.16
4800-j Interest Revenues-TexStar	6.31
4800-k Interest Revenues-Municipal Tech	0.04
4800-l Interest Earned - Park Construction Acct	277.25
Total for 4800 Interest Earned	8,829.95
4801-Credit Card Rebate	297.66
Total for Other Revenues	9,127.61
Net Other Revenues	44,779.22
Net Increase (Decrease) to Fund Balance	\$ 436.74

Tool Municipal Court

NOV Monthly Report

Money Collected:	<ul style="list-style-type: none"> Cash: \$6,841.40 Check: \$565.50 Money Order: \$113.34 Online Payments: \$19,422.03 	
	Total:	\$ 26,942.27
	Money Collected	\$ 26,942.27
	Remitted to State	\$9,544.49
	OMNI	\$95.83 •TLFT2
		•LBSF
	Security Fund	510.17
	Technology Fund	\$ 416.45 •LCTF
	Collection Fees	\$1,436.69 •PC30
	Jury Fund	\$10.42 •LMJF
	Truancy Fund	\$520.54 •LTPF
	Money Kept by City	\$ 14,407.68
Number of Citations :		265
Number of Trials:		3
Number of Hearing:		8
Warrants:	Entered:	0
	Cleared:	14
Close Case:	CLOSED:	146
	Community Service:	0
	Time Served:	12



Tool Police Department

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

Monthly Activity Report November 2025

Mayor and Members of the City Council,

The following is the monthly activity report for the Tool Police Department, summarizing our calls for service, enforcement actions, and criminal investigations for the month of November.

Chief of Police

Robert Walker,
903.880-8872
rwalker@tooltexas.org

Traffic Enforcement

The department handled a total of **400 traffic violations** during the month. These enforcement efforts resulted in:

- **264 citations issued**, reflecting violations where enforcement action was necessary to correct unsafe driving behavior.
- **136 warnings issued**, providing educational opportunities where officers determined compliance could be achieved without citation.

Consistent traffic enforcement remains one of our primary tools for maintaining roadway safety and reducing accidents within the city limits.

Calls for Service

Officers responded to **298 calls for service**, covering a wide range of public safety concerns including disturbances, welfare checks, suspicious activity, and requests for officer assistance. These calls continue to demonstrate the community's reliance on the department for rapid response and problem-solving.

Criminal Investigations

The department worked several criminal cases during the reporting period. Notable incidents include:

- **1 Mental-Health Related Incident:**
Officers responded to an individual in crisis who met criteria for emergency detention. The subject was safely admitted to **Terrell State Hospital** for psychiatric evaluation and stabilization.
- **1 Debit Card Abuse Case:**
A reported financial fraud case is under investigation, with officers gathering evidence and working with the involved financial institution.
- **2 Theft Cases:**
Both incidents involved the unlawful taking of property. Officers are conducting follow-up interviews and reviewing available surveillance footage to identify suspects.

- **1 Criminal Mischief:**
Damage to property was reported. Documentation and evidence collection were completed, and the investigation remains active.
- **1 Criminal Trespass:**
Officers responded to a subject unlawfully remaining on private property. Appropriate enforcement actions were taken according to state law and the wishes of the property owner.

Summary

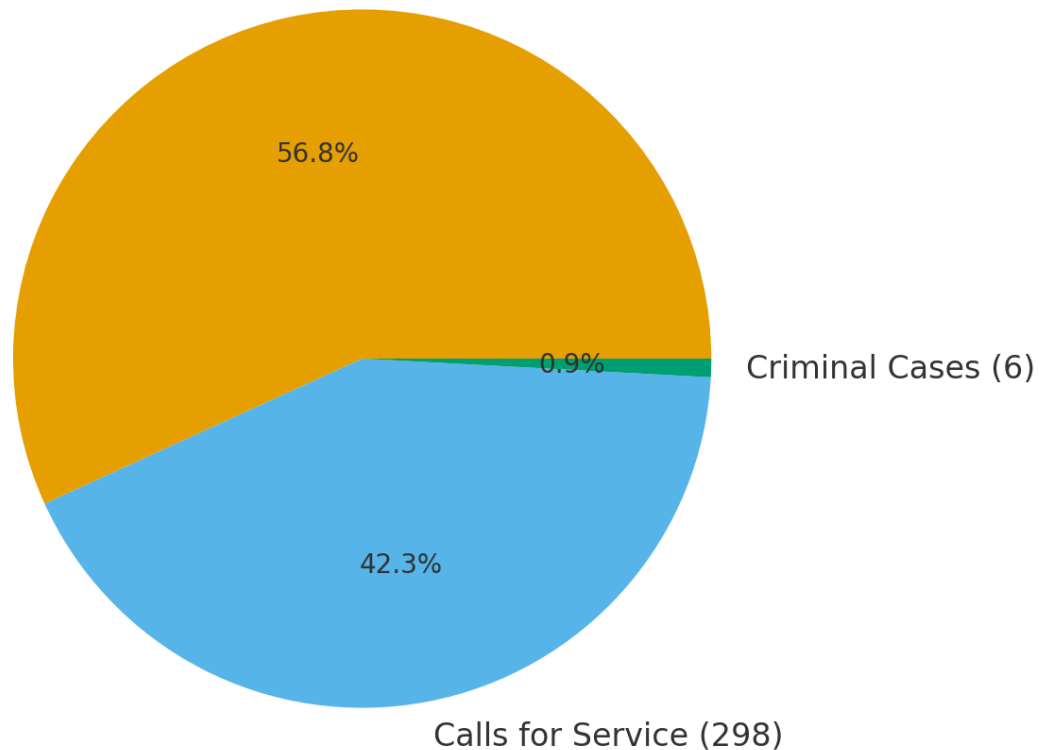
The Tool Police Department remains committed to providing consistent, dependable service to the public. Our team continues to balance proactive enforcement with responsive policing to meet the needs of our residents and visitors. As always, we appreciate the support of the Mayor and City Council as we work to maintain public safety and uphold the standards expected of our department.

Respectfully submitted,

Chief Robert Walker
Tool Police Department

Traffic, Calls for Service, and Criminal Cases - November 2025

Traffic Violations (400)





November 2025 - Maintenance Report

Week Of	Road Repairs	Culverts & Ditches	Trees	City Property Maint.	Citizen Work Orders	Misc.	Park	Material Expense
Nov.3rd	5	1		1	3	2	5	\$ 800.00
Nov.10th			4	1	2	2	5	
Nov.17th	1	4			2	3	5	\$ 150.00
Nov.24th		1		2		2	3	
TOTALS	6	6	4	4	7	9	18	\$950



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City Of Tool Maint Report for the week of: 11/3/2025 - 11/07/25

Day	Location	Action	Equipment	Material	Cost	Brad	Jeff	Troy	Notes
Monday	Maint Office	Reports/Emails/Sched.	Phone Calls / Time Sheets			1	1	1	Troy off @ 8:00 Family Emergency
	Park	Park Maint				7			
	Office/MissB's/Maint Barn	Store Halloween Stuff	Trk./Mower				2.5		
	City Hall	Bld. Maint	Hand Tools				0.5		
	Maint Barn	Ck.Equip./Grind Materials	Backhoe/Grinder				1		
	Inner Cir.	Blow/Tach/Patch	Trk./Hand Tools	Cold Mix	\$ 150.00		3		
Tuesday	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn	Ck.Equip./Grind Material	Grinder				1	1	
	Inner Cir.	Clean up loose Asphalt	Trk./Hand Tools/Blower				2	2	
	Inner Cir.	Blow/Tach/Patch	Trk./Hand Tools/Blower	Cold Mix	\$ 150.00		2	2	W/O
	Winding Shore	Patch	Trk./Hand Tools/Blower	Cold Mix	\$ 100.00		2	2	
Wednesday	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn	Ck.Equip.	Dmp.Trk./Backhoe/Loader				1	1	
	Tangle@Forest Hill Dr.	SawCut/DigOut/Rebase	Dmp.Trk./Backhoe	Base Rock	\$ 275.00		6	6	W/O
Thursday	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn/Valero	Ck.Equip./Grind Material/Fuel	Dmp.Trk./Backhoe/Grinder				1.5	1.5	
	Hillcrest	Add Sign & Reflectors	Trk./Hand Tools	Sign/Reflectors	\$ 40.00		1	1	
	Hills Ln.	Patch Pot Holes	Trk./Hand Tools	Cold Mix	\$ 50.00		1	1	
	Oakridge	Fill Cracks	Trk./Hand Tools	Cold Mix	\$ 10.00		0.5	0.5	
Friday	Hillcrest@Lynn Dell	Ditch for Culvert	Dmp.Trk./Backhoe				3	3	
	Maint Office	Reports/Emails/Sched.	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn	Ck./Equip./Load	Dmp.Trk./Backhoe/Loader				1	1	
	2700 Lynn Dell	Ditch/Install-12X20Culvert	Dmp.Trk./Backhoe	Culvert/Base			5	5	W/O
	2700 Lynn Dell	Drop off @ Mail box	Trk./Hand Tools	Base Rock	\$ 25.00		1	0.5	
	614 Utopia	Dog @ Large	A/C Trk					0.5	A/C Call - Patroled - UTL
Total					\$ 800.00	40	40	33	



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City Of Tool Maint Report for the week of: 11/10/2025 - 11/14/25

Day	Location	Action	Equipment	Material	Cost	Brad	Jeff	Troy	Notes
Monday	Maint Office	Reports/Emails/Sched	Phone calls			1	1		Troy Doctor in @ 10:30
	Park	Park Maint				7			37 Degrees
	Lowe's	Supplies	Trk.				2		
	Park/M.B.1&2/City Hall/OWCC	Winterize					3	2	
	Arnold Hills Rd.	Weedeat/Inspect Culvert	Trk./Weedeater				1	1	Road is Caving In !!
	Bradly's Bend	Tree Down across street	Trk./Loader				1	1	
	501 N. Tool Dr.	Dog @ Large	A/C Trk.					0.5	A/C Calls - UTL
Tuesday	Veterans Day								
	Closed --- Holiday								
Wednesday	Maint Office	Reports/Emails/Sched	Phone Calls				1	1	Brad in @ 10:30 - Doctor
	Park	Park Maint				4.5			
	Maint Barn / Valero	Ck.Equip./Fuel / Repair	Kubota/Mahrinda/J.D.				1.5	1.5	
	Royal Oaks	Trim Trees	Trk./Saw				1	1	
	Royal Oaks	Mow ROW	Kubota/Mahrinda				4.5	4.5	W/O
Thursday	Maint Office	Reports/Emails/Sched.	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn	Ck.Equip.	Dmp.Trk./Chipper				1.5	1.5	
	Royal Oaks	Remove Trees in ROW	Dmp.Trk./Chipper				5	5	W/O
	City Hall	Bld.Maint.					0.5	0.5	
Friday	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	
	Park	Park Maint				7			
	Maint Barn	Ck.Equip.	Dmp.Trk./Chipper				1.5	1.5	
	Royal Oaks	Trim Trees	Dmp.Trk./Chipper				5.5	5.5	
Total					\$ -	28.5	32	28.5	



701 N. Tool Dr.

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City Of Tool Maint Report for the week of: 11/17/25 - 11/21/25

Day	Location	Action	Equipment	Material	Cost	Brad	Jeff	Troy	Notes
Monday	Maint Office	Reports/Emails/Sched.	Phone Calls/Time Sheets			1.5	1.5	1.5	
	Park	Park Maint				6.5			
	Maint Barn / Valero	Ck.Equip./ Fuel	Dmp.Trk./Backhoe/Loader				1	1	
	Kingsway@Church	Culverts Stopped up /Ditch	Dmp.Trk./Backhoe				5.5	5.5	W/O
Tuesday	Maint Office	Reports/Emails/Sched.	Phone Calls			1	1	1	Troy Doctor 9:30 - 12:00
	Park	Park Maint.				7			
	SP Barkley / Athens	Pick up Zero Turn	Trk./Trl.					2	
	City Hall	Bld. Maint	Hand Tools				1.5		
	Maint Barn /Buy-Low	Ck.&Repair Equip./ Parts	Dmp.Trk./Backhoe				3		
	OWCC	Employees /Mayor					1.5	1.5	
Wednesday	Royal Oaks	Culverts / Ditching	Dmp.Trk./Backhoe				1	1	
	Maint Office	Reports/Emails/Sched	Phone Calls				1	1	Brad off
	Park	Park Maint					1		
	Maint Barn	Ck.Equip.	Dmp.Trk/Backhoe				1	1	
	Kingsway	Clean Culverts / Ditch	Dmp.Trk/Backhoe				5	5	
	616 Tahiti Ln.	Dog @ Large	A/C Trk.					0.5	A/C Call -- 1 H.S.
Thursday	201 N. Tool Dr.	Dog @ Large	A/C Trk.					0.5	A/C Call -- 1 H.S.
	Maint Office	Reports/Emails/Sched	Phone Calls				1	1	Brad in late 10:30
	Park	Park Maint				4.5			
	Maint Barn /Valero	Ck.Equip./ Grind/Fuel	Backhoe/Grinder				1.5	1	
	Kingsway	Clean Out Culverts	Backhoe/Trk./Hand Tools				3	3	
	Carolyn Cir	Patch	Trk./Hand Tools	Cold Mix	\$ 50.00		0.5	0.5	
Friday	Janice Cir	Patch	Trk./Hand Tools	Cold Mix	\$ 100.00		2	2	
	610 N.Tool Dr.	Dog @ Large	A/C Trk.					0.5	A/C Call - 1 H.S.
	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	
	Park	Park Maint				7	1	1	
	All City Culverts	Check&Clear	Trk./Hand Tools				2	2	
	Lowe's	Supplies	Trk.				1		
	Maint Barn	Service&Repair Equip.	Backhoe/Dmp.Trk./J.D.				3	4	

Total	\$ 150.00	28.5	40	37.5
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701 N. Tool Dr.

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City Of Tool Maint Report for the week of: 11/24/25 - 11/28/25

Day	Location	Action	Equipment	Material	Cost	Brad	Jeff	Troy	Notes
Monday	Maint Office	Reports/Emails/Sched.	Phone Calls			1	1	1	Frank off Sick @ 9:30
	Park	Park Maint				7			
	All City Culverts	Ck & Clear	Trk./Hand Tools				6.5	6.5	Rain most of the Day
	O'Reileys	Parts	Trk.				0.5	0.5	
Tuesday	Maint Office	Reports/Emails/Sched	Phone Calls			1	1	1	Frank off Sick 8 hrs.
	Park	Park Maint				7			
	City Hall & OWCC	Bld. Maint					7	7	
Wednesday	Maint. Office	Reports/Emails/Sched	Phone Calls			1	1	1	Off @ 1:00 Per Julius
	Park	Park Maint				5	2	2	
	Maint Barn	Service Equip.					3	3	
Thursday	Holiday --- Closed								
	Thanksgiving								
Friday	Holiday -- Closed								

Total	\$	-	22	22	22
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November 2025 Building Report- City of Tool

Type of Construction	Permit Number	Subdivision	Project Address	Permit Issued Date	Project Fees Paid	Project Fees Charged	Balance	(Valuation \$ of Project)
Accessory Building/Storage Building, (Residential)	25-000201	Royal Oaks	1309 Royal Cir	11/19/2025	\$178.00	\$178.00	0	\$6,000.00
Accessory Building/Storage Building, (Residential)	25-000213	Paradise Bay	855 Kontiki Dr	11/19/2025	\$234.00	\$234.00	0	\$10,000.00
Accessory Building/Storage Building, (Residential)	25-000281	Paradise Bay	701 Tupuna dr	11/19/2025	\$95.00	\$95.00	0	\$1,500.00
Concrete Flatwork Permit (Residential)	25-000249	Oak Park	701 N. Tool Dr	11/06/2025	0	0	0	
Concrete Flatwork Permit (Residential)	25-000268	Paradise Bay	1115 Aloha Rd	11/05/2025	\$75.00	\$75.00	0	
Concrete Flatwork Permit (Residential)	25-000182		2500 S Tool Drive	11/07/2025	\$75.00	\$75.00	0	
Concrete Flatwork Permit (Residential)	25-000282	Paradise Bay	701 Tupuna dr	11/19/2025	\$75.00	\$75.00	0	
Construction Permit Extension, (Residential)	25-000273	Paradise Bay	1713 Luau Ct	11/07/2025	\$100.00	\$100.00	0	
Electrical Permit (Residential)	25-000284	Paradise Bay	1112 Leyte Dr	11/20/2025	\$200.00	\$200.00	0	\$3,260.00
Fence Permit (Residential)	25-000269	Paradise Bay	1115 Aloha Rd	11/06/2025	\$75.00	\$75.00	0	
Garage Sale Permit (Residential)	25-000274			11/19/2025	\$5.00	\$5.00	0	
General Construction, (Decks, Patios, Patios Covers, Etc..) (Resic	25-000177	Royal Oaks	721 Queens Dr	11/19/2025	\$75.00	\$75.00	0	
General Construction, (Decks, Patios, Patios Covers, Etc..) (Resic	25-000235	The Groves	2577 Groves Dr	11/12/2025	\$1,769.79	\$1,769.79	0	0
New Building Permit (Commercial)	25-000088		1007 S Tool Dr	11/25/2025	\$4,790.00	\$4,790.00	0	
New Building Permit (Residential)	25-000240	Paradise Bay	609 Tupuna Dr	11/07/2025	\$1,894.60	\$1,894.60	0	\$160,000.00
New Building Permit (Residential)	25-000275	Paradise Bay	613 Tupuna Dr	11/20/2025	\$1,777.45	\$1,777.45	0	\$160,000.00
New Building Permit (Residential)	25-000227	Westwood Beach	905 Old Indian Trl	11/07/2025	\$2,149.25	\$2,149.25	0	\$505,486.00
Plumbing Permit (Residential)	25-000271	Trade Winds	1948 Bounty View Dr	11/05/2025	\$200.00	\$200.00	0	\$31,888.15
Swimming Pool, Hot Tub, Spa Permit (Residential)	25-000218	Paradise Bay	1716 Luau Ct	11/21/2025	\$1,208.89	\$1,208.89	0	\$133,820.00



Code Enforcement
Officer Kenny Boyle
903.910.7523
kboyle@tooltexas.org

City of Tool

Code Enforcement

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

Tool Code Enforcement Department
Monthly Activity Report
Reporting Period: November 2025
Prepared by: Officer Kenny Boyle

Overview

During the month of November 2025, Code Enforcement actively addressed city ordinance compliance through inspections, notices, enforcement actions, and community contact. The focus remained on maintaining property standards, public safety, and neighborhood quality.

Activity Summary

Inspections Conducted: 15

Notices Issued: 9

- Junk Vehicles
- Dumping on Property
- Dangerous Building / Structure
- Dumping on Property

Citations Issued: Three (3) citations consisting of nine (9) violations

Follow-Up / Re-Inspections: 28

Major Cases Managed: 9

- Junk Vehicles
- Dumping on Property
- Dangerous Building / Structure
- Dumping on Property

Training & Professional Development

From October 27 – October 31, 2025, Officer Boyle attended Code Enforcement Training through the Texas A&M; Engineering Extension Service (TEEX) held in Mesquite, Texas. This training focused on enforcement procedures, legal responsibilities, communication, and inspection best practices.

Major Cases Summary

Fifteen cases required elevated oversight due to continued non-compliance or community impact. These cases remain under active follow-up to ensure resolution.

Community Interaction

Responded to resident inquiries, provided ordinance education, and coordinated corrective actions with property owners and staff.

Goals for December 2025

Increase proactive field monitoring to reduce complaint-driven enforcement and encourage voluntary compliance.

Prepared For:

Mayor and City Council
City of Tool, Texas

Submitted By:

Officer Kenny Boyle
Tool Code Enforcement Officer



701 N. Tool Dr.

Office: 903.432.3522

www.tooltexas.org

Tool, TX 75143

Fax: 903.432.3867

fmartin@tooltexas.org

November Animal Control Report

CALLS FOR SERVICE	5
UNABLE TO LOCATE OWNER	2
RECOVERED	
HUMANE SOCIETY	3
TRAPS SET	
ANIMALS TRAPPED	
Animal Complaints	
Extra Patrols	



City of Tool City Council

City Council Agenda Request

Meeting Date Requested: December 18th, 2025

Requested By: Greg Figueroa, Councilmember

Department: Administration

Is this a Budgeted Item? ☐ Yes ☐ No

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

Attachments: Eight at Tool Inc. Revised Agreement (As of December 2025)

Agenda
Item No.
9

Summary of Agenda Item to be considered:

Staff is presenting the latest contract, after revisions, from the Eight at Tool and the November 20th, 2025 Council meeting.

Staff attended the Eight at Tool board meeting on December 8th, to which the contract was brought forth and agreed upon with the terms. Changes in the contract are as follows (with submitted changes and edits in red as well):

- I. Organizational Responsibilities
 - a. Organizer shall produce a schedule of future events, in a timely manner. Also, give notice to the city in relation to events, fundraisers, celebrations, concerts, movie nights, 30 days in advance.
 - b. No City of Tool employee, City staff member, or elected official may serve on the Eight at Tool Board of Directors or as Executive Director or hold any management or supervisory position within the Organization.
- III. Compensation and Terms
 1. The City will remit to the Organizer for the fiscal year of 2025-2026, up to \$42,000 in Hotel Occupancy Tax (HOT) funds, for the purposes of promoting tourism, as applicable and according to the Texas Tax Code Chapter 351.
 2. The City will remit up to \$10,000 of General Funds for qualifying items.
 3. This agreement shall commence on December 18th, 2025, and end on September 30th, 2026.
 4. This contract does not include any monies or considerations that were given by the City to the Organizer before October 1, 2025.

All budgeted allocations and advance payments to the Organizer must be supported by a detailed, line-item budget for either:

- A) Reimbursement after an event planned, organized and executed by the Eight at Tool or its fiduciary parties or,
- B) An advance payment for an upcoming event planned, organized and executed by the Eight at Tool or its fiduciary parties.

The intention of all reimbursements or advance requests is to ensure the Organizer has a concise and clear process for receiving funds from the City, in full by the end of this agreement.

IV. Authorized Expenditures of Funds

For the purposes of money that shall be remitted to the Eight at Tool, 501(C)3 non-profit organization, the Organizer shall create two (2) separate bank accounts, for clear and transparent accounting of city funds.

VII. Conditions of Funds

2. Organizer shall provide the City Council with a quarterly report, of monies given by the city, throughout the fiscal year, detailing each event and its attendance, activities conducted and explicit use of City funds.
4. During events and fundraising efforts by the Organizer or its ancillary entities - if funds are collected by the Organizer, those funds are not authorized, collected or managed by the City of Tool or it's actors or employees.

VIII. Use of Amenities

1. Upon the terms and conditions herein expressed and in consideration of the covenants and agreements herein expressed and of the faithful performance by the Organizer of all such covenants and agreements, in lieu of cash considerations from the Organizer to the City, the City grants the Organizer the right to use and occupy the following described space and premises located in the City of Tool, Henderson County, Texas:

IX. CONTRACTUAL OBLIGATIONS, RESPONSIBILITIES, LAWS, and ORDINANCES:

9. **ORGANIZER'S POSSESSION.** The City shall permit the Organizer to have and enjoy the use of the Property hereinabove specifically described for the purpose and for the term aforesaid. The Organizer shall ensure that all events conducted on City property adhere to all applicable federal, state, and local laws, including but not limited to regulations pertaining to public safety, health, business licensing, and permitting. The Organizer shall be responsible for obtaining and maintaining all required permits, licenses, and health or safety approvals necessary for each event.
15. **PUBLIC COMMUNICATION AND SOCIAL MEDIA CONDUCT.** All members or representatives of the Organizer, including those serving on any committees or boards affiliated with the City of Tool, shall refrain from making or posting any disparaging or defamatory remarks about the City of Tool, its elected officials, staff, or representatives on social media or in any public forum. Violation of this policy could result in removal from the Park Board or any City-affiliated committee or program.
16. **NON-DISCRIMINATION POLICY, LEGAL COMPLIANCE & PUBLIC SAFETY.** The Organizer shall comply with all applicable federal, state, and local laws, ordinances, and regulations in the performance of services under this Agreement. All events and activities shall remain open and welcoming to the public. The Organizer and its committees shall not deny participation in, or access to, any event, program, or activity held in the City of Tool park or on City property on the basis of race, color, religion, sex, gender identity, sexual orientation, age, national origin, disability, veteran status, or any other classification protected under federal, state, or local law. The Organizer shall ensure that no individual volunteer, individual vendor, or individual acting on behalf of the Organizer is in violation of any Sexual Offender Order which places restrictions on said individual's presence at a public park.

17. NON-EXCLUSIVE USE AND SCHEDULING AUTHORITY. This Agreement is not exclusive to the Organizer or any individual or group. The City retains full discretion over the use of all City park facilities. All event dates must be pre-approved by City staff to confirm availability and prevent scheduling conflicts. The city may authorize other organizations or individuals to use the park at any time, without prior written notice to the Organizer.

Agenda Item, as listed on the agenda:

Consider, Discuss and Take Action on amending and revising the contract between the City of Tool and the Eight at Tool 501(C) Non-Profit Corporation

Recommended Motion to Consider:

“I make a motion to accept the amendments and revise the contract between the City of Tool and the Eight at Tool 501(C)3 Non-Profit Corporation.”

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 City Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary, when finished.



CITY OF Tool – Eight at Tool Inc. Revised Agreement (As of December 2025)

CONTRACT FOR Eight at Tool Park Services

This Agreement (“Agreement”) is set forth, made and entered into by the City of Tool, a General Law Type A municipality in Henderson County, Texas and herein referred to as “City” and the Eight at Tool, Inc. with an IRS 501(C)3 nonprofit status, as established by the Internal Revenue Services, hereinafter referred to as the “Organizer.”

NOW THEREFORE, in consideration of the mutual promises and covenants:

I. Organizational Responsibilities

1. Organize and manage community events in the park including but not limited to park festivals, holiday celebrations, concert series and major concerts, movie nights when possible and other events that are beneficial to the City.
2. Perform fundraising task and secure sponsorships for activities as available.
3. Fundraise and secure donations for park improvements, park amenities and supplies as needed.
4. Operate volunteer programs via committees and other volunteers.
5. Organize park clean-up days as requested by the City.
6. Organizer shall produce a schedule of future events, in a timely manner. Also, give notice to the city in relation to events, fundraisers, celebrations, concerts, movie nights, 30 days in advance.
7. Coordinate recreation programs, youth sports leagues, fitness and educational classes in park, free or low-cost and open to the public, without discrimination or membership requirements.
8. Make recommendations to City Council of Tool for improvements. Recommendations must be taken at a Board of Directors meeting and given to City Staff for Council consideration.
9. Create and coordinate beautification projects within the park and City.
10. Coordinate recreational activities and utilize the Oran White Civic Center for recreational use.
11. No City of Tool employee, City staff member, or elected official may serve on the Eight at Tool Board of Directors or as Executive Director or hold any management or supervisory position within the Organization.



II. City Responsibilities

1. Cooperate with the Organizer for promotion of Eight at Tool Inc. managed events through their Facebook page and the City's website.
2. Provide space for storage of park supplies and materials.
3. Provide Tool Police Department support when events are estimated to be over 150 people, in expected attendance.
4. Provide Tool Maintenance Department support when events are estimated to be over 150 people in expected attendance.
5. Maintain The Eight at Tool Park grounds during all times of this agreement, including special maintenance accommodations within five business days of the event.
6. Provide clean restroom facilities stocked with ancillary supplies.
7. Upon request by the Organizer, the City shall make available electricity, and water according to the premises hereinabove specifically described, during the term of this Agreement. The City shall not be responsible for or liable to Organizer for any loss resulting from any lack of water or electricity due to an act of God, the failure of equipment to operate or function properly through no fault or act of the City, or the failure of the Organizer to proactively manage infrastructure users in the proper manner prescribed by appliance, electrical device or equipment manufacturer.

III. Compensation and Terms

1. The City will remit to the Organizer for the fiscal year of 2025-2026, up to \$42,000 in Hotel Occupancy Tax (HOT) funds, for the purposes of promoting tourism, as applicable and according to the Texas Tax Code Chapter 351.
2. The City will remit up to \$10,000 of General Funds for qualifying items.
3. This agreement shall commence on December 18th, 2025, and end on September 30th, 2026.
4. This contract does not include any monies or considerations that were given by the City to the Organizer before October 1, 2025.

All budgeted allocations and advance payments to the Organizer must be supported by a detailed, line-item budget for either:

- a) Reimbursement after an event planned, organized and executed by the Eight at Tool or its fiduciary parties or,
- b) An advance payment for an upcoming event planned, organized and executed by the Eight at Tool or its fiduciary parties.



The intention of all reimbursements or advance requests is to ensure the Organizer has a concise and clear process for receiving funds from the City, in full by the end of this agreement.

IV. Authorized Expenditures of Funds

For the purposes of this Agreement, a public purpose shall be defined as a use that provides a clear, primary benefit to the residents of the City of Tool and serves a governmental, civic, or community function.

For the purposes of money that shall be remitted to the Eight at Tool, 501(C)3 non-profit organization, the Organizer shall create two (2) separate bank accounts, for clear and transparent accounting of city funds. (Texas Tax Code Sec. 351.101)

1. Hotel Occupancy Tax Funds (HOT) Funds, from the City of Tool, are to be used solely for concerts and other events that have the potential and intention of reaching communities outside of Tool. These funds are to be used for the benefit of tourism, specifically attracting individuals from outside of the city staying overnight inside of the city, for the City of Tool.
2. General Funds, from the City of Tool, are to be solely used for only supporting events and materials that provide a direct civic benefit to the City of Tool residents. Additionally, the funds can be used for supplies, marketing, entertainment, equipment rentals and related costs, that are a direct benefit to the City of Tool residents.

V. Non-Authorized Expenditures of City Funds

1. Salaries, stipends or compensation for directors, officers, committees, or volunteers of the Organization.
2. Activities unrelated to the City's public purpose for the City of Tool community.

VI. Conditions of Funds

1. Organizer shall conduct an annual audit and make it available to the City.
2. Organizer shall provide the City Council with a quarterly report, of monies given by the city, throughout the fiscal year, detailing each event and its attendance, activities conducted and explicit use of City funds.
3. Organizer shall make financial records, as related to this contract, available to the City, upon reasonable request by the City of Tool City Administrator.
4. Under no circumstances shall the City be considered a beneficiary of, or have any financial interest in, funds collected by the Organizer or its ancillary entities through



events or fundraising initiatives.

5. Any funds expended by the Organizer in a manner inconsistent with this Agreement shall be reimbursed to the City within 30 days of notice.

VII. Use of Amenities

1. Upon the terms and conditions herein expressed and in consideration of the covenants and agreements herein expressed and of the faithful performance by the Organizer of all such covenants and agreements, **in lieu of cash considerations from the Organizer to the City**, the City grants the Organizer the right to use and occupy the following described space and premises located in the City of Tool, Henderson County, Texas:
 - a. The Eight at Tool Park, its amenities and facilities, as available, at no cost to the Organizer, with the requisite permit.
 - b. The Oran White Civic Center, as available, at no cost to the Organizer.
2. Use of the Eight at Tool Park and Oran White Civic Center must be scheduled in coordination with the City of Tool staff and is subject to availability. Organizer shall not sublease, rent, or otherwise commercialize City-owned facilities.

VIII. CONTRACTUAL OBLIGATIONS, RESPONSIBILITIES, LAWS, and ORDINANCES:

1. **VENUE.** Every obligation of either party to this contract shall be fully performed in Henderson County, Texas.
2. **NOTICE UNDER THIS AGREEMENT** shall be in writing and may be delivered by hand, by certified mail, electronic mail (e-mail) or by common carrier. Notice to a party shall be addressed to the City, or Organizer, as noted in this Agreement.
 - a. Notice by hand-delivery is deemed effective immediately.
 - b. Notice by certified mail is deemed effective 3 days after deposit in U.S. Post Office or in a U.S. Mailbox.
 - c. Notice by electronic mail is deemed effective immediately.
 - d. Notice by common carrier, is deemed effective upon receipt.
3. **ASSIGNMENT.** This agreement may not be amended, changed or assigned without the advance written consent of the parties.
4. **AMENDMENTS.** No amendment or change to this Agreement will be effective unless made and agreed to in writing.
5. **CANCELLATION OF CONTRACT.** Failure to comply with the terms and requirements of this Agreement, and/or produce required documentation in the



required manner is grounds for immediate revocation of the Agreement but not of Organizer's obligations to the City under this Agreement. Such revocation is effective upon notice of revocation from the City to the Organizer.

6. NOT FOR CAUSE TERMINATION.

- a. **The City** may also terminate this Agreement at any time and for any reason, by giving at least thirty (30) days advance written notice to the Organizer.
- b. The Organizer may terminate this agreement for the following reasons:
 - i. The Organizer may terminate this agreement at any time for any reason, by giving at least thirty (30) days advance notice written notice to City; provided however, that all unused or uncommitted funds and sums are paid back to the City prior to the termination date provided or;
 - ii. The involuntary or voluntary dissolution of The Eight at Tool, Inc. provided however, that all unused or uncommitted funds and sums are paid back to the City prior to the termination date provided.

7. TERMINATION OF AGREEMENT. Upon termination for any reason, Organizer must return all unexpended and uncommitted City funds within 30 days.

8. FORCE MAJEURE. If the Property, structures and/or improvements are wholly or partially destroyed or damaged by any cause, casualty, unforeseen occurrence, or circumstances beyond City's control, rendering City's performance impossible, then this Agreement will automatically terminate, and the Organizer waives and releases any claim for damages or compensation from the City on account of termination.

9. ORGANIZER'S POSSESSION. The City shall permit the Organizer to have and enjoy the use of the Property hereinabove specifically described for the purpose and for the term aforesaid. **The Organizer shall ensure that all events conducted on City property adhere to all applicable federal, state, and local laws, including but not limited to regulations pertaining to public safety, health, business licensing, and permitting. The Organizer shall be responsible for obtaining and maintaining all required permits, licenses, and health or safety approvals necessary for each event.**

10. CONTROL OF PROPERTY. The Organizer shall control its concessionaires, security, employees, personnel, and volunteers. The City may remove from the premises any employees/volunteers of the Organizer engaging in disorderly or unsafe conduct, with its officers and agents, including its police officers, and may remove any objectionable person or persons from the premises. In the event of the exercise of this authority, the Organizer hereby waives all claims for damages against the City of Tool and its officers and employees on account thereof.



11. **ACCESS TO PROPERTY.** The City, through its City Administrator, Police, Fire, Safety, or other designated representatives, shall have the right at any time to enter any portion of the Property for any purpose, and the Property will be under the sole charge and control of the City Administrator. Access to the premises shall be controlled by the City during the period by this Agreement, the entrances and exits of the premises shall be open or closed under the direction of the Organizer in accordance with the terms of this agreement and the normal constraints for public safety as determined by the City Administrator or designated representatives.
12. **CONFLICT OF INTEREST.** The Organizer certifies that no board member, officer, or agent of the organization shall benefit personally from City funds, and that no member of the City Council or City staff shall receive any financial gain, directly or indirectly, from this Agreement.
13. **REMOVAL OF EFFECTS and ABANDONED ITEMS.** The City shall have the right to collect, remove from the grounds, and have custody of articles and personal property left on the premises by the Organizer or persons attending the Event. The Organizer releases and discharges the City from all liabilities for any loss, injury or damages to property abandoned or not.
14. **LAW OBSERVANCE.** Organizer shall comply with all laws of the United States of the State of Texas, all ordinances of the City of Tool, and all rules and requirements of the Police and local Fire representatives, or other municipal authorities of the City of Tool. Upon violation of law by the Organizer, or any person employed by or admitted to the said property by the Organizer, upon notice the Organizer will immediately take action to correct any such violations.
15. **PUBLIC COMMUNICATION AND SOCIAL MEDIA CONDUCT.** All members or representatives of the Organizer, including those serving on any committees or boards affiliated with the City of Tool, shall refrain from making or posting any disparaging or defamatory remarks about the City of Tool, its elected officials, staff, or representatives on social media or in any public forum. Violation of this policy could result in removal from the Park Board or any City-affiliated committee or program.
16. **NON-DISCRIMINATION POLICY, LEGAL COMPLIANCE & PUBLIC SAFETY.** The Organizer shall comply with all applicable federal, state, and local laws, ordinances, and regulations in the performance of services under this Agreement. All events and activities shall remain open and welcoming to the public. The Organizer and its committees shall not deny participation in, or access to, any event, program, or activity held in the City of Tool park or on City property on the basis of race, color, religion, sex, gender identity, sexual orientation, age, national origin, disability, veteran status, or any other classification protected under federal, state, or local law. The Organizer shall ensure that no individual volunteer, individual vendor, or individual acting on behalf of



the Organizer is in violation of any Sexual Offender Order which places restrictions on said individual's presence at a public park.

17. **NON-EXCLUSIVE USE AND SCHEDULING AUTHORITY.** This Agreement is not exclusive to the Organizer or any individual or group. The City retains full discretion over the use of all City park facilities. All event dates must be pre-approved by City staff to confirm availability and prevent scheduling conflicts. The city may authorize other organizations or individuals to use the park at any time, without prior written notice to the Organizer.
18. **PAYMENT OF COPYRIGHT CHARGES.** The Organizer assumes all liabilities and costs arising from the use of patented, trademarked, or copyrighted materials, equipment, devices, processes or dramatic rights used on or incorporated in the conduct of said Event; and the Organizer indemnifies and holds harmless the City from all damages, costs and expenses in law or equity for or on account of all claims arising out of the use of any patented, trademarked or copyrighted materials, equipment, devices, processes or dramatic rights furnished or used by the Organizer, and all claims arising incident this Agreement.
19. **GIFTS.** By City policy, City employees are prohibited from accepting gift of any type from vendors. If the Organizer or their company customarily sends a token of appreciation to customers, the City asks that the Organizer not send any item to City employees, City offices or City Council members.
20. **ATTORNEY'S FEES.** In the event City requires the services of an attorney to pursue any of the remedies available under this Agreement against the Organizer, including the filing of a lawsuit, and the Organizer is determined by a court of competent jurisdiction to be in default hereunder, the Organizer shall pay all costs and expenses, including, but not limited to, reasonable attorney's fees, incurred by the City in the enforcement of this Contract.
21. **ENTIRITIES.** Should any clause, paragraph, sentence or section of this agreement be determined to be void, illegal or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall not be rendered void and unenforceable as a result but rather shall remain in full force and effect.
22. **SAFETY AND SECURITY.**
 - a. **OBSTRUCTIONS.** Roads, pathways, sidewalks, entrances and points of ingress and egress will be kept unobstructed by Organizer and shall not be used for any other purposes than public ingress or egress. Grounds sidewalks and walkways may not be obstructed.
 - b. **ORGANIZER RESPONSIBILITY.** The Organizer will not bring or permit anyone to bring or keep anything onto the Property that will or may increase



hazards or adversely affect the Property. The Organizer will not bring any personal property onto the Property or place or put up any decorations that may damage the Property without the consent of the City Administrator. City reserves the right at any time to require the Organizer to remove from the Property any animals, furniture, fixtures, wiring, exhibits, or other thing in its sole discretion.

23. PHYSICAL ARRANGEMENTS.

- a. DEFACING PREMISES AND STRUCTURES.** The Organizer will not cause or permit any nails or other things to be driven into any structures or trees nor any sign to be affixed without permission, nor cause or permit any changes, alterations, repairs, painting or staining of any part of the structure or equipment thereof, nor permit to be done anything which will damage or change the finish or appearance of the structures thereof. In addition, continuing an event in the presence of rain without consulting the City places the Organizer at risk of defacing property, incurring additional fees/charges/damages, and all City required repair labor and/or costs.
- b. COST OF REPAIR(S).** The Organizer shall pay the cost of repairing any and all injury and damage which may be done to the premises or any of the structures or plant life thereof by any act of Organizer or any of the Organizer's employees, agents, or anyone visiting the premises upon the invitation of the Organizer including the patrons of the attractions or function for which the Organizer is hereby renting the premises hereinabove described. It is expressly agreed the Maintenance Director shall determine whether any such damage has been done, the amount thereof and the reasonable cost of repairing the same. and whether it is one for which, under the terms of this agreement, the Organizer is to be held responsible.

24. INSURANCE. The Organizer shall maintain an event coverage policy for large (150 people or more) naming the City of Tool as additional insured. The policy limits shall be \$1 million per occurrence and \$2 million per activity.

25. SPECIAL PROVISIONS. To the extent of conflict with other provisions of this agreement, the provisions in this section prevail.

26. INDEMNIFICATIONS. The Organizer agrees to defend, indemnify, and hold harmless the City of Tool, its officers, City Council members and employees from any claims, liabilities, or damages arising out of the Organizer's negligence or willful misconduct in the performance of this Contract.

27. ENTIRE AGREEMENT. This Agreement contains the entire understanding between the parties regarding the subject matter and supersedes any prior agreements.



SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Contract on the _____ day of _____, 2025.

BY: _____

Name: _____

Title: _____

Date: _____

City of Tool, Type A General Law City

BY: _____

Name: _____

Title: _____

Date: _____

The Eight at Tool, Inc. a 501(C)3 Entity



City of Tool City Council

City Council Agenda Request

Meeting Date Requested: December 18th, 2025

Requested By: Daniel Sayre, Councilmember

Department: _____

Is this a Budgeted Item? ☐ Yes ☐ No

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

Attachments: Adopt-A-Road Application

Agenda
Item No.
10

Summary of Agenda Item to be considered:

Staff has received a request from councilmember Daniel Sayre, to discuss the Adopt-A-Road program, the city first discussed in March 2025 at a workshop.

Councilmember Sayre would like to gauge the community's interests in more cleanup efforts around the city, as well as the County Sheriff's Office who could help in the effort as well.

Agenda Item, as listed on the agenda:

General Discussion regarding the engagement of residents/groups for the Adopt-A-Road Program for the City of Tool

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 City Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary, when finished.



City of Tool

Adopt-a-Road Program

Checklist

- ☐ **Program Description, Rules, and Process**
- ☐ **Safety Guidelines (each participant must sign and return)**
- ☐ **Adopting Group Contact Information**
- ☐ **Contract**
- ☐ **Waiver of Liability (each participant must sign and return)**



City of Tool

Adopt-a-Road Program

Program Description, Rules, and Process

The Mission

To clean and beautify the community through volunteerism and to encourage community participation through promoting community pride in clean neighborhoods.

What is “Adopt-a-Road?”

Any volunteer group with a minimum of two (2) people (ten to twelve individuals recommended) willing to make a one-year commitment to clean a section of a city street can join. Groups include, but are not limited to:

- Community groups
- Church groups
- Schools
- Youth groups
- Employee groups

Which streets are adoptable?

Any street inside the city limits of Tool is eligible to be adopted.

What do volunteer groups do?

Once a group has adopted a street, they are responsible for the following:

- Scheduling clean-up dates with volunteers and notify the Tool Maintenance Department of the date
- Obtaining safety vests, trash bags and grabbers.
- Monitoring volunteers during the clean-up event.
- Contacting the Maintenance Department at 903-432-3522 x 101 after each event for a status report.

What is the process?

- Complete the Adopt-a-Road application.

- Review and sign the safety guidelines sheet (each member of the team must sign the sheet to verify that he or she has read and will abide by all safety guidelines).
- Complete the Waiver of Liability form (each member of the team must sign a waiver in order to participate) and submit along with the application.

Team Leader Responsibilities

Designated team leaders from each volunteer organization/group shall be the key contact for the Maintenance Department staff. The team leader will be responsible for:

- Scheduling of clean-up days (at least three times annually).
- Ensuring that all safety guidelines are being followed at the work site.
- Contact the Maintenance Department after each event.

Volunteer Responsibilities

Volunteers are required to read, understand, and abide by the Safety Guidelines as well as sign the safety guidelines review sheet and waiver form. Volunteers must clean their adopted street at least three (3) times per year on a day coordinated with their team leader.

Recognition

Volunteer organizations adopting a street will receive two (2) street signs posted at the adopted site, which will be viewable when entering the area from either direction, after successfully completing the initial clean-up.

Note: Signs may not be posted on Texas Department of Transportation (TxDOT) rights- of-way so the City will try and find a location that is as close to the site but not on a TxDOT right-of-way.



City of Tool

Adopt-a-Road Program

Safety Guidelines

As we work together to clean our community, we should all exercise caution so that we can prevent injury. The following is a list of safety tips that will help make the Adopt-a-Road Program successful for all:

- ❖ Consider attire to avoid sunburn and insect bites
- ❖ Wear high visibility safety vests
- ❖ Use a buddy system to look out for each other
- ❖ Watch out for traffic
- ❖ Be on the watch for snakes around logs, tall grass and other likely places
- ❖ Under no circumstances should you attempt to pick up syringes or hypodermic needles!
- ❖ Work during daylight hours and non-peak traffic hours
- ❖ Do not work in inclement weather
- ❖ Do not over-exert yourself, especially on hot days
- ❖ Drink plenty of water to avoid dehydration
- ❖ Do not attempt to handle hazardous substances (car batteries, pesticide containers)
- ❖ Avoid noxious weeds such as poison ivy or poison oak
- ❖ Avoid any sharp objects
- ❖ Avoid areas where stinging insects may be located
- ❖ Do not overload trash bags or attempt to lift too much weight
- ❖ Use common sense and be alert!

Signature of Applicant/Participant	Printed Name of Applicant/Participant
Signature of Parent/Guardian of Minor (Under 18 years of age)	Printed Name of Parent/Guardian of Minor (Under 18 years of age)



City of Tool

Adopt-a-Road Program

Adopting Group Contact Information

Name of Organization/Group: _____

Primary Contact Person:

Print Name: _____

Mailing Address: _____

City, State, Zip: _____

Email Address: _____

Home Phone: _____ Daytime Phone: _____ Cell Phone: _____

Secondary Contact Person:

Print Name: _____

Mailing Address: _____

City, State, Zip: _____

Email Address: _____

Home Phone: _____ Daytime Phone: _____ Cell Phone: _____

Return this form along with application to:

Adopt-a-Road Program

City of Tool

701 N. Tool Dr.

Tool, Texas 75143

Email: contact@tooltexas.org



City of Tool

Adopt-a-Road Program

Contract

The City of Tool (hereinafter referred to as “City”) and _____
(name of business, organization or individual, hereinafter referred to as “Entity”) recognize the need and the desirability of litter-free and visually improved streets.

The Adopt-a-Road program has been established for community and civic organizations as well as private businesses and industry to contribute toward the effort of maintaining cleaner and more beautiful streets in Tool. The purpose of the Adopt-a-Road program is to encourage community residents and organizations to adopt streets and keep them litter-free. The adopted streets are to be cleaned at least three (3) times annually to maintain a healthy environment and to produce feelings of pride in our beautiful city.

The Entity understands that the work to be performed can result in physical injury or damage to property and agrees to assume the risk. The Entity hereby agrees to release and hold harmless the City of Tool, its officers, employees, agents and assigns respectively from liability for any and all claims, damages or injuries of any kind of nature which the Entity, its employees, members, participants or agents may cause or suffer as a result of participation in the program.

Each volunteer participant is required to read, understand, and abide by the Safety Guidelines as well as sign a Waiver of Liability form. The minimum age to participate in the program is 12 years old. ***There MUST be at least one (1) adult supervisor over the age of 21 at the work site for every five (5) minors present.***

The Entity agrees that signs bearing the group’s name will be installed solely at the discretion of the City of Tool.

The text to be placed on the sign is: _____

The street(s) to be adopted is (are):

Name of Street	From (Street Name)	To (Street Name)

The Entity volunteers are to pick up litter at least three (3) times per year along the street(s) adopted. This contract shall become effective on _____, 20____ and shall end on _____, 20____. The contract commitment is for a minimum of two (2) years. Items collected by Adopt-a-Road participants should be litter and debris that can fit into trash bags. No tires, brush or other bulky items are collected as part of the Adopt-a-Road program.

It is the responsibility of the Entity to ensure that the area is clean. The City reserves the right to inspect the adopted areas and issue a notice should the area not meet a reasonable standard. If the organization fails to correct the situation, the City shall remove recognition signs from the adopted streets and void the Adopt-a-Road contract.

The City of Tool reserves the right to terminate this agreement at any time.

ENTITY

Team Leader

Printed Name

Date

CITY OF TOOL

Authorized Representative

Printed Name

Date



City of Tool

Adopt-a-Road Program

Waiver of Liability

I, the undersigned person, of _____ County, Texas, for and in consideration of the City of Tool's permission to participate in the Adopt-a-Road Program coordinated by the Maintenance Department, whereby volunteers from the community collect litter and trash along roadways within the city limits of Tool, do hereby agree to release, indemnify and hold harmless the City of Tool, its agents, officers and employees and volunteers from any and all claims, liabilities, demands, damages, actions or causes of action of any kind or character (including, without limitation, attorney's fees, costs and expenses) that may arise in any manner by reason of death, injury, damage to my person or property or both as a result of my participation in the Adopt-a-Road Program.

I understand that during my participation in the Adopt-a-Road program, that I am subject to the rules and regulations of the City of Tool's Adopt-a-Road Program. I also understand and agree that this

Waiver of Liability is binding upon by executors, administrators, personal representatives, collectors, heirs, successors, and assigns.

Signed this _____ day of _____, 20____.

Signature of Participant

Printed Full Name of Participant

Signature of Witness

Printed Full Name of Witness

Signature of Parent or Guardian if
Under 18 years of age

Printed full name of parent or guardian if
under 18 years of age



Adopt-a-Road Eligibility and Signage Guidelines

Adopt-a-Road signs are a form of acknowledgment for the service volunteers to provide litter-pick up on city-maintained roadways. They are not and cannot be used for advertising. Signs that are determined to not be in the public interest will not be permitted in accordance with current City of Tool policies.

Any individual, family, group, organization or company is welcome to adopt a segment of a city road. The adoption of a section of roadway is an opportunity that may be granted by the City of Tool to individuals or groups who would assist the program in achieving its purpose and goals. The City of Tool may deny a request to adopt a section of roadway if, in its opinion, granting the request would jeopardize the program, be counterproductive to its purpose, or create a hazard to the safety of the traveling public. Roadway safety is a principal concern in all decisions related to the Adopt-a-Road program.

The City of Tool will work with groups/volunteers to determine official sign names based on TxDOT-recommended sign dimensions, character limit and verbiage guidelines. The City of Tool may ask for name changes or abbreviations in order to fit within standard sign guidelines.

Eligibility

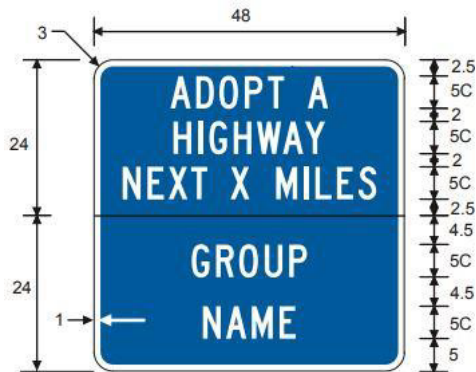
- Groups must comply with local and state laws prohibiting discrimination based on race, religion, color, age, sex, national origin and other applicable laws.
- Groups must have at least one group member/volunteer with residence in the City of Tool.
- Groups that primarily sell or promote alcoholic beverages, tobacco products or sexually-orientated products or services are not eligible for the Adopt-a-Road program.
- Groups that advocate or participate(d) in violent activity or illegal acts are not eligible.
- Groups cannot advocate for a specific legislation, political activity, political cause or election. General political groups are eligible to adopt signs. Ex: County Republicans or County Democrats
- Correctional or probationary groups that include inmates, defendants or individuals on probation are not eligible.
- Groups may adopt a section of roadway as a memorial to an individual who has died as a result of a motor vehicle accident on Highway 274 or a local street.



Sign Details

An Adopt-a-Road sign will be placed at each end of the adopted section as long as the group's agreement is in good standing.

The top panel displays ADOPT A ROAD NEXT X MILES while the bottom panel is removable and displays the group name. Signs have white text and border with a blue background and consist of two panels of equal size.



Characters per line may vary based on letter width and sizing. The City of Tool will work with volunteers on length and positioning of group names.

General Verbiage Rules

- Standard English letters and numbers only. Exceptions are made for the following symbols: dashes, ampersands and apostrophes.
- No phrases or slogans
- No hashtags or social media or social media handles
- No websites or phone numbers
- No Greek letters
- No letter accents
- No logos or icons
- No directions or addresses
- No political/elected official or candidate names
- No appropriation or wordplay of political slogans or recognized groups.
- No wording that could be perceived as suggestive or controversial
- Acronyms may be used to fit into the sign character guidelines

Private Businesses

- Businesses must use the legal name of the business. The City of Tool reserves the right to ask for documents of proof such as business license, tax certificate, etc.
- Must include acknowledgment of volunteers by including verbiage such as "Volunteers", "Employees" on the sign
- Agents/Individual Business Names: Individual business names such as realtors, insurance agents, car dealers may include their name on the sign if it is an official business title.



Nonprofit and Civic Groups

- Groups with 501c and 501c3 status must use their official legal name
- Religious organizations must use the official group name or name of the organization's official place of worship
- Volunteer and Community Organizations must use their official group name
- Social Group names, such as motorcycle group, must match the name on official marketing or business materials.

Schools

- Schools must include official group name on signage
- Group may be asked to include school name for clarification purposes
- All school groups must provide a faculty/staff representative or other point of contact that will represent the group long-term.

Governmental entities

- Government entities must include the full legal agency name or abbreviation.

Families and Individuals

- Individual adoptions must display the individual's first and last name
- Volunteers can include the word "family" after names if they would like to adopt as a family. Ex: The Hernandez Family
- No additional ambiguous phrases, descriptions or personalization's

In Memory

- Signs must include "In Memory of" and the individual's name
- If the sign is in memory of multiple individuals, sign design will be addressed on a case-by-case basis



City of Tool City Council

City Council Agenda Request

Meeting Date Requested: December 18th, 2025

Requested By: Greg Figueroa, Councilmember

Department: Administration

Is this a Budgeted Item? ☐ Yes ☒ No

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

Attachments: Ordinance 2025-08, City of Tool, Texas Limited Tax Note, Series 2026

Agenda
Item No.
11

Summary of Agenda Item to be considered:

Staff is presenting the ordinance for the limited tax note, discussed at the November 2025 Council meeting, in regard to various projects. According to the reimbursement resolution adopted at the November Council meeting, the City of Tool is reimbursing itself \$450,000 in eligible expenses. (\$25,000 is costs associated with the borrowing, attributing to legal fees, municipal advising and the Attorney General's review).

After the adoption of this ordinance, staff expects to receive funds by January 16th, 2026.

Agenda Item, as listed on the agenda:

Consider, Discuss and Take Action, on first reading, to adopt Ordinance 2025-08, City of Tool, Texas Limited Tax Note, Series 2026, of the City of Tool, Texas, Authorizing the Issuance and Sale of \$475,000 City of Tool, Texas Limited Tax Note, Series 2026 for Police Station, Drainage, Maintenance Department and Park Projects; Levying an Annual Ad Valorem Tax and Providing for the Security for and Payment of Said Note; and Enacting other Provisions relating to the Subject.

Recommended Motion to Consider:

"I make a motion, on first reading, to adopt Ordinance 2025-08, City of Tool, Texas Limited Tax Note, Series 2026

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 City Council to view, please attach it to this form. Please send this form to Kimberley Price, City Secretary, when finished.

AN ORDINANCE OF THE CITY OF TOOL, TEXAS, AUTHORIZING THE ISSUANCE AND SALE OF \$475,000 CITY OF TOOL, TEXAS LIMITED TAX NOTE, SERIES 2026 FOR POLICE STATION, DRAINAGE, MAINTENANCE DEPARTMENT AND PARK PROJECTS; LEVYING AN ANNUAL AD VALOREM TAX AND PROVIDING FOR THE SECURITY FOR AND PAYMENT OF SAID NOTE; AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT.

THE STATE OF TEXAS	§
COUNTY OF HENDERSON	§
CITY OF TOOL	§

WHEREAS, pursuant to Chapter 1431, Texas Government Code (hereinafter called the “Act”), the City Council of the City of Tool (the “Issuer”) is authorized and empowered to issue tax notes to pay contractual obligations incurred or to be incurred (i) for the construction of any public work, (ii) for the purchase of materials, supplies, equipment, machinery, buildings, lands and rights-of-way for the Issuer’s authorized needs and purposes and (iii) to pay costs of professional services, including a service by a tax appraisal engineer, engineer, architect, attorney, mapmaker, auditor, financial advisor, or fiscal agent; and

WHEREAS, in accordance with the provisions of the Act, the City Council hereby finds and determines that a tax note should be issued and sold at this time to finance the costs incurred by the Issuer in connection with (i) improvements to the Issuer’s streets and drainage infrastructure, including flood control and drainage projects, (ii) public safety facilities, including renovations to the Issuer’s police station, and (iii) to pay the costs of issuing the Note (the “Project”); and

WHEREAS, the governing body of the Issuer deems it appropriate to adopt this Ordinance (the “Note Ordinance”) and issue the City of Tool, Texas Limited Tax Note, Series 2026 (the “Note”) herein authorized as permitted by the Act.

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

SECTION 1. DEFINITIONS. Unless the context shall indicate a contrary meaning or intent, the terms below defined, for all purposes of this Ordinance, or any Ordinance amendatory or supplemental hereto, shall be construed, are used, and are intended to have meanings as follows:

“Act” - Chapter 1431, Texas Government Code, as amended.

“Bond Counsel” - McCall, Parkhurst & Horton L.L.P., or such other firm of attorneys of nationally recognized standing in the field of law relating to municipal bonds selected by the Issuer.

“Business Day” - Any day which is not a Saturday, Sunday, legal holiday, or a day on which banking institutions in the State or in the city where the Paying Agent/Registrar is located are authorized by law or executive order to close.

“Note” - The “City of Tool, Texas Limited Tax Note, Series 2026” shall mean and include collectively the Note initially issued and delivered pursuant to this Ordinance and all substitute Notes

exchanged therefor, as well as all other substitute Note and replacement Note issued pursuant hereto, and the term “Note” shall mean any of such Notes.

“City Council” - The City Council of the Issuer.

“Code” - The Internal Revenue Code of 1986, and any amendments thereto.

“Date of Delivery” - The date the Note is initially delivered to the Purchaser in exchange for the purchase price therefor.

“Issuer” - City of Tool, Texas, a duly incorporated municipality and political subdivision of the State in Henderson County, Texas.

“Ordinance” - This ordinance and all amendments hereof and supplements hereto.

“Paying Agent/Registrar” - The bank, trust company, financial institution or other entity so named in accordance with the provisions of Section 4 of this Ordinance.

“Purchaser” - The initial purchaser of the Note designated in Section 16.

“Project” - Collectively, those public improvements for the Issuer being financed with the proceeds of the Note, to wit: to pay all or part of the Issuer’s costs incurred by the Issuer in connection with (i) improvements to the Issuer’s streets and drainage infrastructure, including flood control and drainage projects, (ii) public safety facilities, including renovations to the Issuer’s police station, and (iii) to pay the costs of issuing the Note.

“Holder” - The registered holder of the Note from time to time as shown in the books kept by the Paying Agent/Registrar as the registrar and transfer agent for the Note.

“State” - The State of Texas.

SECTION 2. RECITALS, AMOUNT AND PURPOSE OF THE NOTE. The recitals set forth in the preamble hereof are incorporated herein and shall have the same force and effect as if set forth in this Section. The Note is hereby authorized to be issued and delivered in the aggregate principal amount of \$475,000 FOR THE PURPOSE OF PAYING ALL OR A PORTION OF THE ISSUER’S CONTRACTUAL OBLIGATIONS INCURRED WITH RESPECT TO THE ACQUISITION AND CONSTRUCTION OF THE PROJECT.

SECTION 3. DESIGNATION, DATE, NUMBERS, AND MATURITY OF NOTE. The Note issued pursuant to this Ordinance shall be designated: “CITY OF TOOL, TEXAS LIMITED TAX NOTE, SERIES 2026,” and there shall be issued, sold, and delivered hereunder one fully registered Note, without interest coupons, dated January 16, 2026 and finally maturing January 15, 2033, with principal payable in installments on the dates and in the manner specified in the FORM OF NOTE. The Note shall be issued in the principal amount stated above, and shall be numbered R-1, with any Note issued in replacement thereof being in the denomination and principal amount hereinafter stated and numbered consecutively from R-2 upward, payable to the Holder, or to the registered assignee of said Note (in each case, the “Holder”). The Note shall bear interest from the

delivery date specified in the FORM OF NOTE, at the rate specified in the FORM OF NOTE. Said interest shall be payable in the manner provided and on the dates stated in the FORM OF NOTE.

SECTION 4. CHARACTERISTICS OF THE NOTE.

(a) Registration, Transfer, Conversion and Exchange; Authentication. The Issuer shall keep or cause to be kept at the office of Prosperity Bank in Athens, Texas (the "Paying Agent/Registrar"), books or records for the registration of the transfer of the Note (the "Registration Books"), and the Issuer hereby appoints the Paying Agent/Registrar as its registrar and transfer agent to keep such books or records and make such registrations of transfers under such reasonable regulations as the Issuer and Paying Agent/Registrar may prescribe; and the Paying Agent/Registrar shall make such registrations and transfers as herein provided within three days of presentation in due and proper form. The Paying Agent/Registrar shall obtain and record in the Registration Books the address of the Holder of the Note to which payments with respect to the Note shall be mailed, as herein provided; but it shall be the duty of the Holder to notify the Paying Agent/Registrar in writing of the address to which payments shall be mailed, and such interest payments shall not be mailed unless such notice has been given. The Issuer shall have the right to inspect the Registration Books during regular business hours of the Paying Agent/Registrar, but otherwise the Paying Agent/Registrar shall keep the Registration Books confidential and, unless otherwise required by law, shall not permit their inspection by any other entity. The Issuer shall pay the Paying Agent/Registrar's standard or customary fees and charges for making such registration and transfer of a substitute Note. Registration of assignments and transfers of the Note shall be made in the manner provided and with the effect stated in the FORM OF NOTE set forth in this Ordinance. Each substitute Note shall bear a letter and/or number to distinguish it from each other Note.

Except as provided in Section 4(c) hereof, an authorized representative of the Paying Agent/Registrar shall, before the delivery of any such Note, date and manually sign said Note, and no such Note shall be deemed to be issued or outstanding unless such Note is so executed. The Paying Agent/Registrar promptly shall cancel a Note surrendered for transfer or the Note when paid in full. No additional ordinances, orders or resolutions need be passed or adopted by the governing body of the Issuer or any other body or person so as to accomplish the foregoing transfer of any Note or portion thereof, and the Paying Agent/Registrar shall provide for the printing, execution and delivery of the substitute Note in the manner prescribed herein. Pursuant to Subchapter D, Chapter 1201, Texas Government Code, the duty of transfer of the Note as aforesaid is hereby imposed upon the Paying Agent/Registrar, and, upon the execution of said Note, said Note shall be valid, incontestable, and enforceable in the same manner and with the same effect as the Note which initially was issued and delivered pursuant to this Ordinance, approved by the Attorney General of the State (the "Attorney General"), and registered by the Comptroller of Public Accounts of the State (the "Comptroller").

(b) Payment of Principal and Interest. The Issuer hereby further appoints the Paying Agent/Registrar to act as the paying agent for paying the principal of and interest on the Note, all as provided in this Ordinance. The Paying Agent/Registrar shall keep proper records of all payments made by the Issuer and the Paying Agent/Registrar with respect to the Note and shall properly and accurately record all payments on the Note on the Registration Books, and shall keep proper records of all transfers of the Note, and all replacements of the Note, as provided in this Ordinance. However, in the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be

established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be 15 days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of the Holder appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

(c) In General. The Note (i) shall be issued in fully registered form, without interest coupons, with the principal of and interest on such Note to be payable only to the Holder thereof, (ii) may and shall be redeemed prior to its scheduled maturity (notice of which shall be given to the Paying Agent/Registrar by the Issuer at least 45 days prior to any such redemption date), (iii) may be transferred and assigned, (iv) shall have the characteristics, (v) shall be signed, sealed, executed and authenticated, (vi) the principal of and interest on the Note shall be payable, and (vii) shall be administered and the Paying Agent/Registrar and the Issuer shall have certain duties and responsibilities with respect to the Note, all as provided, and in the manner and to the effect as required or indicated, in the FORM OF NOTE set forth in this Ordinance. The Note initially issued and delivered pursuant to this Ordinance are not required to be, and shall not be, authenticated by the Paying Agent/Registrar, but on each substitute Note issued in exchange for any Note the Paying Agent/Registrar shall execute the PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE, in the form set forth in the FORM OF NOTE.

(d) Substitute Paying Agent/Registrar. The Issuer covenants with the Holder of the Note that at all times while the Note is outstanding the Issuer will provide a competent and legally qualified bank, trust company, financial institution or other agency to act as and perform the services of Paying Agent/Registrar for the Note under this Ordinance, and that the Paying Agent/Registrar will be one entity. The Issuer reserves the right to, and may, at its option, change the Paying Agent/Registrar upon not less than 40 days written notice to the Paying Agent/Registrar, to be effective not later than 30 days prior to the next principal or interest payment date after such notice. In the event that the entity at any time acting as Paying Agent/Registrar (or its successor by merger, acquisition, or other method) should resign or otherwise cease to act as such, the Issuer covenants that promptly it will appoint a competent and legally qualified bank, trust company, financial institution, or other agency to act as Paying Agent/Registrar under this Ordinance. Upon any change in the Paying Agent/Registrar, the previous Paying Agent/Registrar promptly shall transfer and deliver the Registration Books (or a copy thereof), along with all other pertinent books and records relating to the Note, to the new Paying Agent/Registrar designated and appointed by the Issuer. Upon any change in the Paying Agent/Registrar, the Issuer promptly will cause a written notice thereof to be sent by the new Paying Agent/Registrar to the Holder of the Note, by United States mail, first-class postage prepaid, which notice also shall give the address of the new Paying Agent/Registrar. By accepting the position and performing as such, each Paying Agent/Registrar shall be deemed to have agreed to the provisions of this Ordinance, and a certified copy of this Ordinance shall be delivered to each Paying Agent/Registrar.

(e) Closing. On the Date of Delivery, the initial Note No. R-1 representing the entire original principal amount of the Note, payable to the Purchaser, executed by manual or facsimile signature of the Mayor (or in the absence of the Mayor, the Mayor Pro-tem) and City Secretary of the Issuer, approved by the Attorney General, and registered and manually signed by the Comptroller, and with the Date of Delivery inserted thereon by the Paying Agent/Registrar, shall be delivered to the Purchaser or its designee upon payment of the purchase price therefor.

SECTION 5. FORM OF NOTE. The form of the Note, including the form of Paying Agent/Registrar's Authentication Certificate, the form of Assignment and the form of Comptroller's Registration Certificate to be attached to the Note initially issued and delivered pursuant to this Ordinance, shall be, respectively, substantially as follows, with such appropriate variations, omissions, or insertions as are permitted or required by this Ordinance.

(a) FORM OF NOTE

NO. R-1	UNITED STATES OF AMERICA STATE OF TEXAS CITY OF TOOL, TEXAS LIMITED TAX NOTE SERIES 2026	PRINCIPAL AMOUNT \$475,000
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DATE OF DELIVERY: JANUARY 16, 2026

HOLDER: PROSPERITY BANK

PRINCIPAL AMOUNT: FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS

The City of Tool, in Henderson County, Texas (the "Issuer"), being a political subdivision of the State of Texas, for value received, promises to pay, from the sources described herein, to the registered holder specified above, or registered assigns (in each case, the "Holder"), the principal amount specified above, and to pay interest thereon, from the date of delivery set forth above, on the balance of said principal amount from time to time remaining unpaid. This Note shall finally mature on January 15, 2033, but shall be payable in installments on the dates and in the principal installment amounts, and such principal installment amounts shall bear interest at the rate of 4.75% per annum, calculated on the basis of a 360-day year of twelve 30-day months, as set forth in the following schedule:

<u>Payment Date</u>	<u>Principal Installment (\$)</u>
1/15/2027	59,000
1/15/2028	61,000
1/15/2029	64,000
1/15/2030	68,000
1/15/2031	71,000
1/15/2032	74,000
1/15/2033	78,000

The principal of and interest on this Note is payable in lawful money of the United States of America, without exchange or collection charges. The Issuer shall pay interest on this Note on July 15, 2026 and on each January 15 and July 15 thereafter to the date of the final maturity hereof or to the date of redemption prior to maturity. The last principal installment of this Note shall be paid to the Holder hereof at final maturity, or upon the date fixed for its redemption prior to maturity, at the corporate trust office of Prosperity Bank in Athens, Texas, which is the "Paying Agent/Registrar" for this Note. The payment of all other principal installments of and interest on this Note shall be made by the Paying Agent/Registrar to the Holder hereof on each principal and interest payment date by

check or draft, dated as of such principal and interest payment date, drawn by the Paying Agent/Registrar on, and payable solely from, funds of the Issuer required by the Note Ordinance (as defined below) to be on deposit with the Paying Agent/Registrar for such purpose as hereinafter provided; and such check or draft shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid, on each such interest payment date, to the Holder hereof, at its address as it appeared at the close of business on the last business day of the month next preceding each such date (the "Record Date") on the Registration Books kept by the Paying Agent/Registrar, as hereinafter described. In addition, principal and interest may be paid by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder.

Any accrued interest due in connection with the payment of the final installment of principal of this Note shall be paid to the Holder upon presentation and surrender of this Note for payment or redemption at the designated corporate trust office of the Paying Agent/Registrar. The Issuer covenants with the Holder of this Note that on or before each principal payment date, interest payment date, and accrued interest payment date for this Note it will make available to the Paying Agent/Registrar, from the "Interest and Sinking Fund" created by the ordinance authorizing the issuance of the Note (the "Note Ordinance"), the amounts required to provide for the payment, in immediately available funds, of all principal of and interest on the Note, when due.

If the date for the payment of this Note shall be a Saturday, Sunday, a legal holiday, or a day on which banking institutions in the city where the designated corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a Saturday, Sunday, legal holiday, or day on which banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due.

This Note is dated as of January 16, 2026 and is authorized in accordance with the Constitution and laws of the State of Texas in the principal amount of \$475,000 for the purpose of paying all or a portion of the Issuer's contractual obligations incurred with respect to the acquisition and construction of the Project (as defined in the Note Ordinance).

On January 15, 2028 or on any date thereafter, the unpaid principal installments of this Note are subject to redemption, in whole or in part, and may be redeemed prior to the scheduled due dates by the Issuer, at a redemption price equal to the principal amount thereof to be redeemed plus accrued interest thereon to the date of redemption, without premium. The Issuer shall give written notice of its direction to redeem the principal installments of this Note to the Paying Agent/Registrar and the Holder of this Note by United States mail, first-class postage prepaid, no later than 30 days prior to the Redemption Date.

This Note is issuable solely as a single fully registered Note, without interest coupons in the denomination of \$475,000 or the remaining principal amount of the outstanding Note of this series if an exchange of a Note is made after a reduction in the principal amount of the series, either by a payment of a scheduled installment of principal or as a result of redemption of part of the Note prior to maturity (the "Authorized Denomination"). As provided in the Note Ordinance, this Note may, at the request of the Holder or the assignee or assignees hereof, be assigned and transferred for a like aggregate principal amount Note, without interest coupons, payable to the appropriate Holder, assignee or assignees, as the case may be, in the Authorized Denomination, upon surrender of this Note to the Paying Agent/Registrar for cancellation, all in accordance with the form and procedures

set forth in the Note Ordinance. Among other requirements for such assignment and transfer, this Note must be presented and surrendered to the Paying Agent/Registrar, together with the proper instruments of assignment, in form and with guarantee of signatures satisfactory to the Paying Agent/Registrar, evidencing assignment of this Note to the assignee this Note is to be registered. The form of Assignment printed or endorsed on this Note may be executed by the Holder to evidence the assignment hereof, but such method is not exclusive, and other instruments of assignment satisfactory to the Paying Agent/Registrar may be used to evidence the assignment of this Note from time to time by the Holder. In the case of the assignment and transfer of this Note, the reasonable standard or customary fees and charges of the Paying Agent/Registrar will be paid by the Issuer. In any circumstance, any taxes or governmental charges required to be paid with respect thereto shall be paid by the one requesting such assignment and transfer, as a condition precedent to the exercise of such privilege. The Paying Agent/Registrar shall not be required to make any such transfer during the period commencing with the close of business on any Record Date and ending with the opening of business on the next following Payment Date.

In the event any Paying Agent/Registrar for this Note is changed by the Issuer, resigns, or otherwise ceases to act as such, the Issuer has covenanted in the Note Ordinance that it promptly will appoint a competent and legally qualified substitute therefor, and cause written notice thereof to be mailed to the Holder of this Note.

It is hereby certified, recited, and covenanted that this Note has been duly and validly authorized, issued, and delivered; that all acts, conditions, and things required or proper to be performed, exist, and be done precedent to or in the authorization, issuance and delivery of this Note has been performed, existed, and been done in accordance with law; that this Note is a general obligation of said Issuer, issued on the full faith and credit thereof; and that annual ad valorem taxes sufficient to provide for the payment of the interest on and principal of this Note, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said Issuer, and have been pledged for such payment, within the limit prescribed by law, all as provided in the Note Ordinance.

The Issuer has reserved the right, subject to the restrictions referred to in the Note Ordinance, to amend the provisions of the Note Ordinance under the conditions provided in the Note Ordinance.

By becoming the Holder of this Note, the Holder thereby acknowledges all of the terms and provisions of the Note Ordinance, agrees to be bound by such terms and provisions, acknowledges that the Note Ordinance is duly recorded and available for inspection in the official minutes and records of the Issuer, and agrees that the terms and provisions of this Note and the Note Ordinance constitute a contract between each Holder hereof and the Issuer.

IN WITNESS WHEREOF, the Issuer has caused this Note to be signed with the manual or facsimile signature of the Mayor (or in the Mayor's absence, the Mayor Pro-Tem) of the Issuer and countersigned with the manual or facsimile signature of the City Secretary of the Issuer, and has caused the official seal of the Issuer to be duly impressed, or placed in facsimile, on this Note.

_____ (signature)	_____ (signature)
City Secretary	Mayor

(SEAL)

(b) FORM OF PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE

PAYING AGENT/REGISTRAR'S AUTHENTICATION NOTE

(To be executed if this Note is not accompanied by an executed
Comptroller's Registration Certificate)

It is hereby certified that this Note has been issued under the provisions of the Note Ordinance described in the text of this Note; and that this Note has been issued in replacement of, or in exchange for, a Note which originally was approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

Dated Prosperity Bank,
Athens, Texas,
Paying Agent/Registrar

By: _____
Authorized Representative

(c) FORM OF ASSIGNMENT

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto

Please insert Social Security or Taxpayer
Identification Number of Transferee

(Please print or typewrite name and address,
including zip code, of Transferee)

_____, the within
Note and all rights thereunder, and hereby irrevocably constitutes and appoints
_____, attorney, to register the transfer of the within
Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed
by an eligible guarantor institution

NOTICE: The signature above must
correspond with the name of the holder as it

participating in a securities transfer
association recognized signature guarantee
program.

appears upon the front of this Note in every
particular, without alteration or enlargement
or any change whatsoever.

(d) FORM OF COMPTROLLER'S REGISTRATION CERTIFICATE:

COMPTROLLER'S REGISTRATION CERTIFICATE

OFFICE OF THE COMPTROLLER
OF PUBLIC ACCOUNTS
OF THE STATE OF TEXAS

§
§
§

REGISTER NO. _____

I hereby certify that this Note has been examined, certified as to validity, and approved by the Attorney General of the State of Texas, and that this Note has been registered by the Comptroller of Public Accounts of the State of Texas.

Witness my signature and seal this _____.

Comptroller of Public Accounts of the State of Texas

(COMPTROLLER'S SEAL)

SECTION 6. TAX LEVY. A special "Interest and Sinking Fund" is hereby created and shall be established and maintained by the Issuer at an official depository bank of the Issuer. Said Interest and Sinking Fund shall be kept separate and apart from all other funds and accounts of the Issuer, and shall be used only for paying the interest on and principal of the Note. All amounts received from the sale of the Note as accrued interest and ad valorem taxes levied and collected for and on account of the Note shall be deposited, as collected, to the credit of said Interest and Sinking Fund. During each year while any Note is outstanding and unpaid, the governing body of the Issuer shall compute and ascertain a rate and amount of ad valorem tax that will be sufficient to raise and produce the money required to pay the interest on the Note as such interest comes due, and to provide and maintain a sinking fund adequate to pay the principal of the Note as such principal matures (but never less than 2% of the original amount of the Note as a sinking fund each year); and said tax shall be based on the latest approved tax rolls of the Issuer, with full allowances being made for tax delinquencies and the cost of tax collection. Said rate and amount of ad valorem tax is hereby levied, and is hereby ordered to be levied, against all taxable property in the Issuer, for each year while any Notes is outstanding and unpaid, and said tax shall be assessed and collected each such year and deposited to the credit of the aforesaid Interest and Sinking Fund. Said ad valorem taxes sufficient to provide for the payment of the interest on and principal of the Note, as such interest comes due and such principal matures, are hereby pledged for such payment, within the limit prescribed by law.

SECTION 7. REMEDIES OF HOLDER. In addition to all rights and remedies of any Holder of the Note provided by the laws of the State, the Issuer and the City Council covenant and

agree that in the event the Issuer defaults in the payments of the principal of or interest on the Note when due, or fails to make the payments required by this Ordinance, the Holder of the Note shall be entitled to a writ of mandamus issued by a court of proper jurisdiction compelling and requiring the City Council and other officers of the Issuer to observe and perform any covenant, obligation or condition prescribed in this Ordinance. No delay or omission by any Holder to exercise any right or power accruing to him upon default shall impair any such right or power, or shall be construed to be a waiver of any such default or acquiescence therein, and every such right or power may be exercised from time to time and as often as may be deemed expedient. The specific remedies mentioned in this Ordinance shall be available to the Holder of the Note and shall be cumulative of all other existing remedies.

SECTION 8. USE OF NOTE PROCEEDS. The proceeds of the issuance of the Note shall be deposited in the Construction Fund created by Section 18 of this Ordinance and used for the purposes for which the Note is hereby authorized to be issued.

SECTION 9. INVESTMENTS. The City Council may place proceeds of the Note (including investment earnings thereon) and amounts deposited into the Interest and Sinking Fund in investments authorized by the Public Funds Investment Act, Chapter 2256, Texas Government Code, as amended; provided, however, that the Issuer hereby covenants that the proceeds of the sale of the Note will be used as soon as practicable for the purposes for which the Note is issued.

SECTION 10. SECURITY FOR FUNDS. All deposits authorized or required by this Ordinance shall be secured to the fullest extent required by law for the security of public funds.

SECTION 11. ISSUER OFFICER'S DUTIES.

(a) The Mayor, Mayor Pro-tem, and City Secretary of the Issuer are hereby instructed and directed to do any and all things necessary in reference to the issuance of the Note and to make money available for the payment of the Note in the manner provided by law and this Ordinance.

(b) The Mayor (or in the absence of the Mayor, the Mayor Pro-tem) and the City Secretary are authorized to execute the Note to which this Ordinance is attached on behalf of the Issuer and to do any and all things proper and necessary to carry out the intent hereof.

SECTION 12. DEFEASANCE OF NOTE.

(a) The Note and the interest thereon shall be deemed to be paid, retired, and no longer outstanding (a "Defeased Note") within the meaning of this Ordinance, except to the extent provided in subsection (d) of this Section, when payment of the principal of such Note, plus interest thereon to the due date (whether such due date be by reason of maturity or otherwise) either (i) shall have been made or caused to be made in accordance with the terms thereof, or (ii) shall have been provided for on or before such due date by irrevocably depositing with or making available to the Paying Agent/Registrar in accordance with an escrow agreement or other instrument (the "Future Escrow Agreement") for such payment (1) lawful money of the United States of America sufficient to make such payment or (2) Defeasance Securities that mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money to provide for such payment, and when proper arrangements have been made by the Issuer with the Paying Agent/Registrar for the payment of its services until all Defeased Note shall have become due and

payable. At such time as the Note shall be deemed to be a Defeased Note hereunder, as aforesaid, such Note and the interest thereon shall no longer be secured by, payable from, or entitled to the benefits of, the ad valorem tax herein levied and pledged as provided in this Ordinance, and such principal and interest shall be payable solely from such money or Defeasance Securities. Notwithstanding any other provision of this Ordinance to the contrary, it is hereby provided that any determination not to redeem the Defeased Note that is made in conjunction with the payment arrangements specified in subsection (a)(i) or (ii) of this Section shall not be irrevocable, provided that: (1) in the proceedings providing for such payment arrangements, the Issuer expressly reserves the right to call the Defeased Note for redemption; (2) gives notice of the reservation of that right to the Holder of the Defeased Note immediately following the making of the payment arrangements; and (3) directs that notice of the reservation be included in any redemption notices that it authorizes.

(b) Any moneys so deposited with the Paying Agent/Registrar may at the written direction of the Issuer also be invested in Defeasance Securities, maturing in the amounts and times as hereinbefore set forth, and all income from such Defeasance Securities received by the Paying Agent/Registrar that is not required for the payment of the Note and interest thereon, with respect to which such money has been so deposited, shall be turned over to the Issuer, or deposited as directed in writing by the Issuer. Any Future Escrow Agreement pursuant to which the money and/or Defeasance Securities are held for the payment of Defeased Note may contain provisions permitting the investment or reinvestment of such moneys in Defeasance Securities or the substitution of other Defeasance Securities upon the satisfaction of the requirements specified in subsection 13(a)(i) or (ii) of this Section. All income from such Defeasance Securities received by the Paying Agent/Registrar which is not required for the payment of the Defeased Note, with respect to which such money has been so deposited, shall be remitted to the Issuer or deposited as directed in writing by the Issuer.

(c) The term “Defeasance Securities” means any securities and obligations now or hereafter authorized by State law that are eligible to discharge obligations such as the Note.

(d) Until the Defeased Note shall have become due and payable, the Paying Agent/Registrar shall perform the services of Paying Agent/Registrar for such Defeased Note the same as if it had not been defeased, and the Issuer shall make proper arrangements to provide and pay for such services as required by this Ordinance.

SECTION 13. DAMAGED, MUTILATED, LOST, STOLEN, OR DESTROYED NOTE.

(a) Replacement Note. In the event the Note is damaged, mutilated, lost, stolen, or destroyed, the Paying Agent/Registrar shall cause to be printed, executed, and delivered, a new Note of the same principal amount, maturity, and interest rate, as the damaged, mutilated, lost, stolen, or destroyed Note, in replacement for such Note in the manner hereinafter provided.

(b) Application for Replacement Note. Application for replacement of damaged, mutilated, lost, stolen, or destroyed Note shall be made by the Holder thereof to the Paying Agent/Registrar. In every case of loss, theft, or destruction of a Note, the Holder applying for a replacement Note shall furnish to the Issuer and to the Paying Agent/Registrar such security or indemnity as may be required by them to save each of them harmless from any loss or damage with respect thereto. Also, in every case of loss, theft, or destruction of a Note, the Holder shall furnish to the Issuer and to the Paying Agent/Registrar evidence to their satisfaction of the loss, theft, or

destruction of such Note, as the case may be. In every case of damage or mutilation of a Note, the Holder shall surrender to the Paying Agent/Registrar for cancellation the Note so damaged or mutilated.

(c) No Default Occurred. Notwithstanding the foregoing provisions of this Section, in the event the Note shall have matured, and no default has occurred which is then continuing in the payment of the principal of or interest on the Note, the Issuer may authorize the payment of the same (without surrender thereof except in the case of a damaged or mutilated Note) instead of issuing a replacement Note, provided security or indemnity is furnished as above provided in this Section.

(d) Charge for Issuing Replacement Note. Prior to the issuance of a replacement Note, the Paying Agent/Registrar shall charge the Holder of such Note with all legal, printing, and other expenses in connection therewith. Every replacement Note issued pursuant to the provisions of this Section by virtue of the fact that the Note is lost, stolen, or destroyed shall constitute a contractual obligation of the Issuer whether or not the lost, stolen, or destroyed Note shall be found at any time, or be enforceable by anyone, and shall be entitled to all the benefits of this Ordinance.

(e) Authority for Issuing Replacement Note. In accordance with Subchapter B, Chapter 1206, Texas Government Code, this Section shall constitute authority for the issuance of any such replacement Note without necessity of further action by the governing body of the Issuer or any other body or person, and the duty of the replacement of such Note is hereby authorized and imposed upon the Paying Agent/Registrar, and the Paying Agent/Registrar shall authenticate and deliver such Note in the form and manner and with the effect, as provided in Section 4(a) of this Ordinance for Notes issued in exchange for another Note.

SECTION 14. CUSTODY, APPROVAL, AND REGISTRATION OF NOTE; BOND COUNSEL'S OPINION.

(a) The Mayor (or in the absence of the Mayor, the Mayor Pro-tem) of the Issuer is hereby authorized to have control of the Note issued and delivered hereunder and all necessary records and proceedings pertaining to the Note pending its delivery and its investigation, examination, and approval by the Attorney General, and its registration by the Comptroller. Upon registration of the Note said Comptroller (or a deputy designated in writing to act for said Comptroller) shall manually sign the Comptroller's Registration Certificate attached to such Note, and the seal of said Comptroller shall be impressed, or placed in facsimile, on such Note. The approving legal opinion of the Issuer's bond counsel may, at the option of the Issuer, be printed on the Note issued and delivered under this Ordinance, but shall not have any legal effect, and shall be solely for the convenience and information of the Holder of the Note.

SECTION 15. COVENANTS REGARDING TAX EXEMPTION OF INTEREST ON THE NOTE.

(a) Covenants. The Issuer covenants to take any action necessary to assure, or refrain from any action which would adversely affect, the treatment of the Note as an obligation described in section 103 of the Code, the interest on which is not includable in the "gross income" of the holder for purposes of federal income taxation. In furtherance thereof, the Issuer covenants as follows:

(1) to take any action to assure that no more than 10 percent of the proceeds of the Note or the projects financed therewith (less amounts deposited to a reserve fund, if any) are used for any “private business use,” as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds or the projects financed therewith are so used, such amounts, whether or not received by the Issuer, with respect to such private business use, do not, under the terms of this Ordinance or any underlying arrangement, directly or indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Note, in contravention of section 141(b)(2) of the Code;

(2) to take any action to assure that in the event that the “private business use” described in subsection (1) hereof exceeds 5 percent of the proceeds of the Note or the projects financed therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent is used for a “private business use” which is “related” and not “disproportionate,” within the meaning of section 141(b)(3) of the Code, to the governmental use;

(3) to take any action to assure that no amount which is greater than the lesser of \$5,000,000, or 5 percent of the proceeds of the Note (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(4) to refrain from taking any action which would otherwise result in the Note being treated as a “private activity bond” within the meaning of section 141(b) of the Code;

(5) to refrain from taking any action that would result in the Note being “federally guaranteed” within the meaning of section 149(b) of the Code;

(6) to refrain from using any portion of the proceeds of the Note, directly or indirectly, to acquire or to replace funds which were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) which produces a materially higher yield over the term of the Note, other than investment property acquired with --

(A) proceeds of the Note invested for a reasonable temporary period of 3 years or less or, in the case of refunding bonds, for a period of 90 days or less, until such proceeds are needed for the purpose for which the Note or refunding bonds are issued,

(B) amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the rules and regulations of the United States Department of the Treasury (“Treasury Regulations”), and

(C) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent of the proceeds of the Note;

(7) to otherwise restrict the use of the proceeds of the Note or amounts treated as proceeds of the Note, as may be necessary, so that the Note does not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage);

(8) to refrain from using the proceeds of the Note or proceeds of any prior bonds to pay debt service on another issue more than 90 days after the date of issue of the Note in contravention of the requirements of section 149(d) of the Code (relating to advance refundings);

(9) to pay to the United States of America at least once during each five-year period (beginning on the date of delivery of the Note) an amount that is at least equal to 90 percent of the “Excess Earnings,” within the meaning of section 148(f) of the Code and to pay to the United States of America, not later than 60 days after the Note has been paid in full, 100 percent of the amount then required to be paid as a result of Excess Earnings under section 148(f) of the Code;

(10) to file or cause to be filed with the Secretary of the Treasury, not later than the fifteenth (15th) day of the second calendar month after the close of the calendar quarter in which the Note is issued, an information statement concerning the Note, all under and in accordance with section 149(e) of the Code and the applicable Treasury Regulations promulgated thereunder;

(11) to assure that the proceeds of the Note will be used solely for new money projects; and

(12) to establish reasonable expectations to prevent using the proceeds of the Note in contravention of the requirements of section 149(g) of the Code (relating to hedge bonds).

(b) Rebate Fund. In order to facilitate compliance with the above covenant (9), a “Rebate Fund” is hereby established by the Issuer for the sole benefit of the United States of America, and such fund shall not be subject to the claim of any other person, including without limitation the Holder. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

(c) Proceeds. The Issuer understands that the term “proceeds” includes “disposition proceeds” as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Note. It is the understanding of the Issuer that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated which modify or expand provisions of the Code, as applicable to the Note, the Issuer will not be required to comply with any covenant contained herein to the extent that such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Note under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated which impose additional requirements which are applicable to the Note, the Issuer agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Note under section 103 of the Code. In furtherance of such intention, the Issuer hereby authorizes and directs the Mayor and/or City Secretary to execute any documents, certificates or reports required by the Code and to make such elections, on behalf of the Issuer, which may be permitted by the Code as are consistent with the purpose for the issuance of the Note.

(d) Allocation of, and Limitation on, Expenditures for the Project. The Issuer covenants to account for the expenditure of sale proceeds and investment earnings to be used for Project on its books and records in accordance with the requirements of the Code. The Issuer recognizes that in order for the proceeds to be considered used for the reimbursement of costs, the proceeds must be allocated to expenditures within 18 months of the later of the date that (1) the expenditure is made, or (2) the Project is completed; but in no event later than three years after the date on which the original expenditure is paid. The foregoing notwithstanding, the Issuer recognizes that in order for proceeds to be expended under the Code, the sale proceeds or investment earnings must be expended no more than 60 days after the earlier of (1) the fifth anniversary of the delivery of the Note, or (2) the date the Note is retired. The Issuer agrees to obtain the advice of nationally-recognized bond counsel if such expenditure fails to comply with the foregoing to assure that such expenditure will not adversely affect the tax-exempt status of the Note. For purposes hereof, the issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(e) Disposition of Project. The Issuer covenants that the property constituting the Project will not be sold or otherwise disposed in a transaction resulting in the receipt by the Issuer of cash or other compensation, unless any action taken in connection with such disposition will not adversely affect the tax-exempt status of the Note. For purpose of the foregoing, the Issuer may rely on an opinion of nationally-recognized bond counsel that the action taken in connection with such sale or other disposition will not adversely affect the tax-exempt status of the Note. For purposes of the foregoing, the portion of the property comprising personal property and disposed in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

SECTION 16. SALE OF NOTE. The Note is hereby sold and shall be delivered to Prosperity Bank (the “Purchaser”), for cash for the par value thereof, pursuant to the Purchase Agreement dated the date of the adoption of this Ordinance. The Note shall initially be registered in the name of the Purchaser. It is hereby officially found, determined, and declared that the terms of this sale are the most advantageous reasonably obtainable.

SECTION 17. INVESTMENT EARNINGS ON NOTE PROCEEDS. Investment earnings derived from the investment of proceeds from the sale of the Note shall be used along with other Note proceeds for the purpose for which the Note is issued set forth in Section 2 hereof; provided that after completion of such purpose, if any of such investment earnings remain on hand, such investment earnings shall be deposited in the Interest and Sinking Fund. It is further provided, however, that any investment earnings on Note proceeds which are required to be rebated to the United States of America pursuant to Section 15 hereof in order to prevent the Note from being arbitrage bonds shall be so rebated and not considered as investment earnings for the purposes of this Section.

SECTION 18. CONSTRUCTION FUND. The Issuer hereby creates and establishes and shall maintain on the books of the Issuer a separate fund to be entitled the “Series 2026 Limited Tax Note Construction Fund” for use by the Issuer for payment of all lawful costs associated with the acquisition and construction of the Project as hereinbefore provided. Upon payment of all such costs, any moneys remaining on deposit in said Fund shall be transferred to the Interest and Sinking

Fund. Amounts so deposited to the Interest and Sinking Fund shall be used in the manner described in Section 6 of this Ordinance.

SECTION 19. NO RULE 15c2-12 UNDERTAKING. The Issuer has not made an undertaking in accordance with Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) due the offering of the Note not being within the purview of the Rule. The Issuer is not, therefore, obligated pursuant to the Rule to provide any on-going disclosure relating to the Issuer or the Note.

SECTION 20. METHOD OF AMENDMENT. The Issuer hereby reserves the right to amend this Ordinance subject to the following terms and conditions, to-wit:

(a) The Issuer may from time to time, without the consent of the Holder, except as otherwise required by paragraph (b) below, amend or supplement this Ordinance to (i) cure any ambiguity, defect or omission in this Ordinance that does not materially adversely affect the interests of the Holder, (ii) grant additional rights or security for the benefit of the Holder, (iii) add events of default as shall not be inconsistent with the provisions of this Ordinance and that shall not materially adversely affect the interests of the Holder, (v) qualify this Ordinance under the Trust Indenture Act of 1939, as amended, or corresponding provisions of federal laws from time to time in effect, or (iv) make such other provisions in regard to matters or questions arising under this Ordinance as shall not be materially inconsistent with the provisions of this Ordinance and that shall not, in the opinion of nationally-recognized bond counsel, materially adversely affect the interests of the Holder.

(b) Except as provided in paragraph (a) above, the Holder shall have the right from time to time to approve any amendment hereto that may be deemed necessary or desirable by the Issuer; provided, however, that without the consent of the Holder, nothing herein contained shall permit or be construed to permit amendment of the terms and conditions of this Ordinance or the Note so as to:

- (1) Make any change in the maturity of the Note;
- (2) Reduce the rate of interest borne by the Note;
- (3) Reduce the amount of the principal of, or redemption premium, if any, payable on the Note;
- (4) Modify the terms of payment of principal or of interest on the Note or impose any condition with respect to such payment; or
- (5) Change the requirement of with respect to Holder consent to such amendment.

(c) If at any time the Issuer shall desire to amend this Ordinance under this Section, the Issuer shall send by U.S. mail to the Holder of the Note a copy of the proposed amendment.

(d) Whenever at any time within one year from the date of mailing of such notice the Issuer shall receive an instrument or instruments executed by the Holder, which instrument or instruments shall refer to the proposed amendment and which shall specifically consent to and approve such amendment, the Issuer may adopt the amendment in substantially the same form.

(e) Upon the adoption of any amendatory Ordinance pursuant to the provisions of this Section, this Ordinance shall be deemed to be modified and amended in accordance with such amendatory Ordinance, and the respective rights, duties, and obligations of the Issuer and the Holder of the Note shall thereafter be determined, exercised, and enforced, subject in all respects to such amendment.

(f) Any consent given by the Holder of the Note pursuant to the provisions of this Section shall be irrevocable for a period of six months from the date of such consent and shall be conclusive and binding upon all future Holder of the Note during such period. Such consent may be revoked at any time after six months from the date of said consent by the Holder who gave such consent, or by a successor in title, by filing notice with the Issuer.

For the purposes of establishing ownership of the Note, the Issuer shall rely solely upon the registration of the ownership of such Note on the Registration Books kept by the Paying Agent/Registrar.

SECTION 21. FURTHER PROCEDURES.

(a) The Mayor, Mayor Pro-tem, and City Secretary of the Issuer and all other officers, employees and agents of the Issuer, and each of them, shall be and they are hereby expressly authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the Issuer a Paying Agent/Registrar Agreement with the Paying Agent/Registrar, and all other instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the Note and the sale of the Note. In case any officer whose signature shall appear on the Note shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

SECTION 22. GOVERNING LAW. This Ordinance shall be construed and enforced in accordance with the laws of the State and the United States of America.

SECTION 23. SEVERABILITY. If any provision of this Ordinance or the application thereof to any circumstance shall be held to be invalid, the remainder of this Ordinance and the application thereof to other circumstances shall nevertheless be valid, and this governing body hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 24. CONTINUED PERFECTION OF SECURITY INTEREST. Chapter 1208, Texas Government Code, applies to the issuance of the Note and the pledge of the ad valorem taxes granted by the Issuer under Section 6 of this Ordinance, and such pledge is therefore valid, effective, and perfected. If State law is amended at any time while the Note is outstanding and unpaid such that the pledge of the taxes granted by the Issuer under Section 6 of this Ordinance is to be subject to the filing requirements of Chapter 9, Texas Business & Commerce Code, then in order to preserve to the Holder of the Note the perfection of the security interest in said pledge, the Issuer agrees to take such measures as it determines are reasonable and necessary under State law to comply with the applicable provisions of Chapter 9, Texas Business and Commerce Code and enable a filing to perfect the security interest in said pledge to occur.

SECTION 25. APPROPRIATION. To pay the debt service coming due on the Note prior to receipt of the taxes, if any, levied to pay such debt service, there is hereby appropriated from current funds on hand, which are hereby certified to be on hand and available for such purpose, an amount sufficient to pay such debt service, and such amount shall be used for no other purpose.

SECTION 26. DESIGNATION AS QUALIFIED TAX-EXEMPT OBLIGATION.
The Issuer hereby designates the Note as a "qualified tax-exempt obligation" as defined in section 265(b)(3) of the Code. In furtherance of such designation, the Issuer represents, covenants and warrants the following: (a) that during the calendar year in which the Note is issued, the Issuer (including any subordinate entities) has not designated nor will designate obligations, which when aggregated with the Note, will result in more than \$10,000,000 of "qualified tax-exempt obligations" being issued; (b) that the Issuer reasonably anticipates that the amount of tax-exempt obligations issued, during the calendar year in which the Note is issued, by the Issuer (or any subordinate entities) will not exceed \$10,000,000; and, (c) that the Issuer will take such action or refrain from such action as necessary, and as more particularly set forth in this Section, in order that the Note will not be considered a "private activity bond" within the meaning of section 141 of the Code.

City of Tool
Sources & Uses Report
Limited Tax Note, Series 2026

Sources of Funds:

Principal Amount of Current Interest Bonds (CIBs)	475,000.00
Total SOURCES of Funds	\$475,000.00

Uses of Funds:

Deposit to Project Fund	450,000.00
Issuance Expenses: (\$25,000.00)	
Municipal Advisor	13,000.00
Bond Counsel	10,000.00
Attorney General	750.00
Misc Expenses (Including MAC Texas)	1,250.00
Total USES of Funds	\$475,000.00

Miscellaneous Bond Issuance Information:

Delivery Date:	01/16/2026
	-
Principal Amount of the New Money Bonds	475,000.00
Proceeds of "The (new) Bonds"	475,000.00
	-
"All Costs Included" TIC on the New Issue is	6.19068602%
Federal Arbitrage Yield on the New Issue is	4.73578576%

City of Tool

Limited Tax Note, Series 2026

Dated Date = 01/16/2026

Delivery Date = 01/16/2026

Maturity Dates	Term Bond Maturities	Bond Redemptions	Proceeds	Coupon Rate	Yield	Price	Interest Amount	Total Debt Service	FY(ends 09/30) Debt Service	Debt Service to Call
01/15/2027	-	49,000.00	49,000.00	4.750	4.750000	100.000000	22,499.83	71,499.83	-	71,499.83
07/15/2027	-	-	-	-	-	-	10,117.50	10,117.50	81,617.33	10,117.50
01/15/2028	-	63,000.00	63,000.00	4.750	4.750000	100.000000	10,117.50	73,117.50	-	436,117.50
07/15/2028	-	-	-	-	-	-	8,621.25	8,621.25	81,738.75	-
01/15/2029	-	66,000.00 *	66,000.00	4.750	4.750000	100.000000	8,621.25	74,621.25	-	-
07/15/2029	-	-	-	-	-	-	7,053.75	7,053.75	81,675.00	-
01/15/2030	-	69,000.00 *	69,000.00	4.750	4.750000	100.000000	7,053.75	76,053.75	-	-
07/15/2030	-	-	-	-	-	-	5,415.00	5,415.00	81,468.75	-
01/15/2031	-	72,000.00 *	72,000.00	4.750	4.750000	100.000000	5,415.00	77,415.00	-	-
07/15/2031	-	-	-	-	-	-	3,705.00	3,705.00	81,120.00	-
01/15/2032	-	76,000.00 *	76,000.00	4.750	4.750000	100.000000	3,705.00	79,705.00	-	-
07/15/2032	-	-	-	-	-	-	1,900.00	1,900.00	81,605.00	-
01/15/2033	-	80,000.00 *	80,000.00	4.750	4.750000	100.000000	1,900.00	81,900.00	81,900.00	-
Total	-	475,000.00	475,000.00				96,124.83	571,124.83	571,124.83	517,734.83
Acc Int	-	-	-				-	-	-	-
Grand Ttls	-	475,000.00	475,000.00				96,124.83	571,124.83	571,124.83	517,734.83

* - Bonds callable ... 01/15/2028@100.000

TIC (Incl. all expenses) 6.19068602% Average Coupon 4.75000018%

TIC (Arbitrage TIC) 4.73578576% Average Life (yrs) ... 4.26

Bond Years 2,023.68 WAM (yrs) 4.260380

IRS Form 8038-G NIC = 4.750000% (with Adjstmnt of \$0.00).

NIC = 4.750000% (with Adjstmnt of \$0.00).

City of Tool
Partial Form 8038-G Report (Rev. September 2011)
Limited Tax Note, Series 2026

Dated Date = 01/16/2026

Delivery Date = 01/16/2026

Part III Description of Obligations. (Complete for the entire issue for which this form is being filed.)

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	01/15/2033	\$475,000.00	\$475,000.00	4.260 years	4.735786%

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

22	Proceeds used for accrued interest	22	0.00
23	Issue price of entire issue (enter amount from line 21, column (b))	23	475,000.00
24	Proceeds used for bond issuance costs (including underwriters' discount)	24	25,000.00 ##
25	Proceeds used for credit enhancement	25	0.00 ##
26	Proceeds allocated to reasonably required reserve or replacement fund	26	0.00 ##
27	Proceeds used to currently refund prior issues	27	0.00 ##
28	Proceeds used to advance refund prior issues	28	0.00 ##
29	Total (add lines 24 through 28)	29	25,000.00
30	Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30	450,000.00

Part V Description of Refunded Bonds (Complete this part only for refunding bonds.)

31	Enter the remaining weighted average maturity of the bonds to be currently refunded	=>	0.0000 years
32	Enter the remaining weighted average maturity of the bonds to be advance refunded	=>	0.0000 years
33	Enter the last date on which the refunded bonds will be called (MM/DD/YYYY)	=>	
34	Enter the date(s) the refunded bonds were issued >> (mm/dd/yyyy)		See each Issue's O/S

City of Tool
Aggregation Report
Limited Tax Note, Series 2026

Dates	Face Amount	Principal Amount	Interest Amount	Total	Annual Total FY Begins 10/01	PV to 12/09/2025 @ 0.00000000%
02/15/2026	390,000.00	390,000.00	36,151.00	426,151.00		426,151.00
08/15/2026			33,162.00	33,162.00	459,313.00	33,162.00
01/15/2027	49,000.00	49,000.00	22,499.83	71,499.83		71,499.83
02/15/2027	500,000.00	500,000.00	33,162.00	533,162.00		533,162.00
07/15/2027			10,117.50	10,117.50		10,117.50
08/15/2027			29,452.50	29,452.50	644,231.83	29,452.50
01/15/2028	63,000.00	63,000.00	10,117.50	73,117.50		73,117.50
02/15/2028	375,000.00	375,000.00	29,452.50	404,452.50		404,452.50
07/15/2028			8,621.25	8,621.25		8,621.25
08/15/2028			25,515.00	25,515.00	511,706.25	25,515.00
01/15/2029	66,000.00	66,000.00	8,621.25	74,621.25		74,621.25
02/15/2029	385,000.00	385,000.00	25,515.00	410,515.00		410,515.00
07/15/2029			7,053.75	7,053.75		7,053.75
08/15/2029			21,472.50	21,472.50	513,662.50	21,472.50
01/15/2030	69,000.00	69,000.00	7,053.75	76,053.75		76,053.75
02/15/2030	390,000.00	390,000.00	21,472.50	411,472.50		411,472.50
07/15/2030			5,415.00	5,415.00		5,415.00
08/15/2030			17,377.50	17,377.50	510,318.75	17,377.50
01/15/2031	72,000.00	72,000.00	5,415.00	77,415.00		77,415.00
02/15/2031	400,000.00	400,000.00	17,377.50	417,377.50		417,377.50
07/15/2031			3,705.00	3,705.00		3,705.00
08/15/2031			13,177.50	13,177.50	511,675.00	13,177.50
01/15/2032	76,000.00	76,000.00	3,705.00	79,705.00		79,705.00
02/15/2032	410,000.00	410,000.00	13,177.50	423,177.50		423,177.50
07/15/2032			1,900.00	1,900.00		1,900.00
08/15/2032			8,872.50	8,872.50	513,655.00	8,872.50
01/15/2033	80,000.00	80,000.00	1,900.00	81,900.00		81,900.00
02/15/2033	420,000.00	420,000.00	8,872.50	428,872.50		428,872.50
08/15/2033			4,462.50	4,462.50	515,235.00	4,462.50
02/15/2034	425,000.00	425,000.00	4,462.50	429,462.50	429,462.50	429,462.50
Totals	\$4,170,000.00	\$4,170,000.00	\$439,259.83	\$4,609,259.83	\$4,609,259.83	\$4,609,259.83

Component	Face Amt	Prin Amt	Cost/Proceeds	WAM	----- Title -----	From	To	%
NEW2026	475,000.00	475,000.00	475,000.00	4.260 yrs				100.000
OLD2020REF	670,000.00	670,000.00	670,000.00	1.582 yrs				100.000
OLD2020CO	3,025,000.00	3,025,000.00	3,025,000.00	5.752 yrs				100.000
Totals	\$4,170,000.00	\$4,170,000.00	\$4,170,000.00	4.912 yrs				

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



Adopted by Resolution 2025-11R, on December 18th, 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 2025-04R, Council Rules of Procedure, adopted by the City Council of Tool, Texas on September 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 Council Authority

The City Council is the sole governing and policy-making body of the City of Tool. All legislative authority, including the adoption of ordinances, resolutions, budgets, contracts, and appointments,

resides exclusively with the Council. Neither the Mayor nor any employee shall possess independent policy-making or discretionary authority except as expressly delegated by ordinance or resolution. The Mayor acts as Presiding Officer to facilitate meetings and may vote only to break a tie. The Mayor shall have no veto or unilateral administrative powers over any Council action.

2.3 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.

2.4 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.

2.5 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.

The City Administrator serves at the pleasure of the City Council and shall carry out the directives, policies, and decisions of the Council. All direction to City staff shall originate from the City Council acting as a body through majority vote, except for routine administrative matters delegated by ordinance or resolution. The City Administrator shall not establish or alter City policy, enter into binding contracts, make hiring or termination decisions - outside of established city procedures including progressive, written discipline - expend funds more than \$7,500, or take other material actions without express Council approval or as otherwise authorized by ordinance or resolution. The City Administrator's role is to implement the policy direction of the City Council and manage day-to-day operations consistent with that direction.

2.6 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.

2.7 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.

2.8 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.

2.9 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.

2.10 Public Information Requests

Council Members who may be subject, or privy to, Public Information Requests, per Chapter 552 of the Texas Government Code, are to follow all procedures, as outlined by Chapter 552 of the Government Code.

As a courtesy, the city's municipal clerk (ordinarily the City Secretary), is here to help administer and gather Information on devices held by Council Members or the Mayor.

2.11 Social Media Policy

All Council members, sitting on the Tool City Council, shall refrain from making or posting any disparaging or defamatory remarks about the City of Tool, its elected officials, city staff, or constituents on social media or in any public forum.

While the city and its constituents encourages its Council members to enjoy and make good use of their various platforms, certain activities on the part of council members may become a concern if they have the effect of impairing the work of those associated with the city; harassing, demeaning, or creating a hostile work environment for any member of the Council or employee; disrupting the smooth and orderly flow of work on or around city facilities; or harming the goodwill and reputation of the city among its citizens or in the community at large. For this reason, the city reminds its council members that the following guidelines apply in their use of social media:

- I. Information that is published on personal online sites, pages, mediums should never be attributed to the city and should not appear to be endorsed by or originated from the city.
- II. Any person identified as a council member of the city on a publicly accessible site is expected to maintain a professional, positive online image that is consistent with the city's goals and objectives. All city-related communication through social media outlets should remain professional in nature. Incomplete, inaccurate, inappropriate, threatening, demeaning, harassing or poorly worded posts may be harmful to other council members, city staff, damage relationships, create hostile working environments or harm the city's reputation. Posts should not disclose private or confidential information - including Human Resources (HR) matters - posting photographs of fellow council members, current confidential city negotiations, legal matters, employees without their expressed permission.
- III. Council members that contribute to a public site, media, news outlet, media outlet or blog and identify themselves as a council member are asked to provide a clear disclaimer that their views are not endorsed by the city and are their beliefs alone.
- IV. Media inquiries generated on social media sites should follow the protocols generally accepted by the city regarding media inquiries.
- V. Council Members should not ignore copyright laws, cite or reference sources inaccurately and are discouraged.
- VI. The city website will remain the official location for content regarding city business, services and events. When possible, links from social media sites will be used to direct users back to the city's website for more information.

2.12 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.

2.13 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 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.

2.14 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.

2.15 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.

2.16 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.

2.17 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 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.

2.18 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.

2.19 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 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.

* 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.

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, **by state law or statute**, 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.”

All votes of the City Council shall be determined by a simple majority of the members present and voting, unless expressly specified in this resolution. No motion, ordinance, resolution, or other action shall require a two-thirds or supermajority vote unless specifically required by state law. A simple majority vote shall be sufficient for all Council actions under these Rules. Certain limited actions under Texas law may require a greater number, such as the two-thirds vote required under Texas Local Government Code § 52.002 or as otherwise expressly provided by statute.

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

3.8 Various Inclusive Motions

- **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~~ **a simple 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 ~~a simple majority 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 simple majority 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 Administrator, City Secretary or Chief of Police.** The City Administrator, City Secretary and the Chief of Police, shall be appointed and removed by a

super simple majority vote.

3.9 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; but if such a motion to reconsider at a later time occurs it shall be limited to only one (1) occurrence and then only during the next scheduled city council meeting following the meeting where the motion was affirmed or not affirmed.~~
- ~~• 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.~~

The purpose of a motion to reconsider is to allow the City Council to revisit a matter previously decided, in order to correct an error, address new information, or ensure the Council's decision reflects its current intent.

A. Who May Make the Motion

Any Council Member, whether voting with the prevailing or losing side, may move to reconsider a vote taken on any motion, ordinance, or resolution—provided the motion is made within the time limits established in this section.

B. Time Limits

1. A motion to reconsider may be made:
 - a) At the same meeting at which the original action was taken, or
 - b) At the next regularly scheduled City Council meeting, provided the item is properly posted on the agenda in compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).
2. After that time, any change to a prior action shall be made only through a motion to rescind or amend the prior action.

C. How the Motion Is Made and Considered

1. The motion to reconsider must be made during the Council's open session and must

identify the specific action to be reconsidered.

2. The motion requires a second.
3. Debate on a motion to reconsider shall be limited to the reasons for and against reconsideration, not the merits of the original action.
4. If the motion to reconsider is approved by a majority vote of the Council, the original matter shall immediately be before the Council as though it had not been previously decided, and may then be debated, amended, or voted upon again.

D. Limitations

1. A motion to reconsider shall not be in order if the original action has been fully executed, rights have vested, or contracts or obligations have been signed based on that action.
2. A motion to reconsider shall not be used to delay or obstruct proceedings once an action has been effectively carried out.
3. No item may be reconsidered more than once unless new material facts are presented.

E. Relation to Other Rules

In all cases not covered by these procedures, the Council may consult Robert's Rules of Order Newly Revised for guidance; however, the Council's locally adopted procedures shall control if there is any conflict.

F. Record of Reconsideration

All motions to reconsider, whether adopted or rejected, shall be recorded in the minutes, including the name of the member making the motion, the date, and the outcome.

3.1 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.

3.2 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.

3.3 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~~ **simple majority** 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 business hours prior to the meeting date on City website and City newspaper of record. **The Mayor may suggest items for inclusion but shall not have unilateral authority to determine, remove, or reorder agenda items.** 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. **The agenda, as posted by the City Secretary, may be adopted or reordered by majority vote of the Council at the beginning of the meeting.**

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. **Other sources of agenda preparation include:**

- Items approved by majority vote of the Council during the "Future Agenda Items" portion of a prior meeting; or
- Written requests submitted by any one Council Member prior to the posting deadline; and
- Items required by state law or previously scheduled by City Council

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. **The City Secretary is responsible for ensuring compliance with all posting requirements of the Texas Open Meetings Act (Texas Government Code, Chapter 551).**

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. 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)
- 3rd 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 in a timely manner.

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.

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



Adopted by Resolution 2025-04R, on September 18th, 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 Public Information Requests

Council Members who may be subject, or privy to, Public Information Requests, per Chapter 552 of the Texas Government Code, are to follow all procedures, as outlined by Chapter 552 of the Government Code.

As a courtesy, the city's municipal clerk (ordinarily the City Secretary), is here to help administer and gather Information on devices held by Council Members or the Mayor.

2.10 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.

2.11 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 certified agenda 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 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.

2.12 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.

2.13 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.

2.14 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.

2.15 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 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.

2.16 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.

2.17 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 Administrator, City Secretary or Chief of Police.* The City Administrator, City Secretary and the Chief of Police, 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; but If such a motion to reconsider at a later time occurs It shall be limited to only one (1) occurrence and then only during the next scheduled city council meeting following the meeting where the motion was affirmed or not affirmed.
- 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 business 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. 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)
- 3rd 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 in a timely manner.

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, City Administrator or Chief of Police	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.