

**MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS  
HELD IN CITY HALL, COUNCIL CHAMBERS, 3805 ADAM GRUBB  
TUESDAY, MAY 9, 2017**

**REGULAR MEETING: 6:30 PM**

**A. CALL TO ORDER.**

Mayor Walter Bowen called the Council meeting to order at 6:30 p.m.

**A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.**

Pastor Zac Hatton with Lake Worth Baptist Church gave the invocation. Attendees recited the pledge of allegiance.

**A.2 ROLL CALL.**

Present:	Walter Bowen	Mayor
	Clint Narmore	Mayor Pro Tem, Place 7
	Jim Smith	Council, Place 1
	Geoffrey White	Council, Place 2
	Gene Ferguson	Council, Place 3
	Ronny Parsley	Council, Place 4
	Pat O. Hill	Council, Place 5
	Gary Stuard	Council, Place 6
Staff:	Stacey Almond	City Manager
	Debbie Whitley	Assistant City Manager/Finance Director
	Monica Solko	City Secretary
	Drew Larkin	City Attorney
	Mike Christenson	Fire Chief
	Steve Carpenter	Assistant Police Chief
	Sean Densmore	Public Works Director
	Barry Barber	Building Development Director
	Misty Christian	Engineer

**A.3 EXECUTIVE SESSION**

Mayor Bowen announced at 6:33 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.074: Personnel matters to deliberate the appointment of city board and commission member(s) – Economic Development Corporation; Section 551.072: Deliberate the purchase, exchange, lease or value of real property located at Abstract 1741, Tract 1 Jacob Wilcox Survey and Abstract 1741, Tract 1S, Jacob Wilcox Survey and Section

551.074: Personnel matters to deliberate the employment, evaluation, reassignment, duties, discipline and dismissal of public employees – Police Chief. Executive Session began at 6:33 p.m. and recessed at 6:39 p.m.

*Mayor Bowen reconvened into open session at 6:39 p.m.*

#### **A.4 SPECIAL PRESENTATION (S) AND RECOGNITION(S)**

##### **A.4.1 PROCLAMATION - MOTORCYCLE SAFETY AND AWARENESS MONTH.**

Mayor Bowen presented a proclamation to members of local motorcycle clubs proclaiming the month of May as Motorcycle Safety and Awareness Month.

##### **A.4.2 PROCLAMATION - EMERGENCY MEDICAL SERVICES WEEK.**

Mayor Bowen presented a proclamation to Fire Chief Christenson proclaiming the week of May 21-27, 2017 as Emergency Medical Services Week.

##### **A.4.3 PRESENTATION - CERTIFICATES OF ELECTION AND ADMINISTER OATHS OF OFFICE TO ELECTED MAYOR AND COUNCIL MEMBERS PLACE 2, 4 AND 6.**

Mayor Bowen announced the City of Lake Worth was able to cancel their election due to the candidates being unopposed. At the March 14, 2017 meeting, Council approved Ordinance No. 1077 canceling the election and declaring the candidates elected to office. City Secretary Monica Solko administered the oaths of office to Mayor Bowen and Council members White, Parsley, and Stuard.

#### **A.5 CITIZEN PRESENTATION / VISITOR COMMENTS**

There were no requests to speak from the public.

#### **A.6 REMOVAL OF CONSENT AGENDA**

Mayor Bowen asked that the minutes of the April 11, 2017 City Council meeting be removed from the consent agenda.

**COUNCIL MEMBER WHITE MADE A MOTION, SECONDED BY COUNCIL MEMBER STUARD, TO REMOVE THE MINUTES (ITEM B.1) FROM THE CONSENT AGENDA AND CONSIDER SEPARATELY.**

**MOTION TO APPROVE CARRIED 7-0.**

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS  
APPROVED**

- B.2 APPROVE FINANCE REPORTS FOR THE MONTH OF APRIL 2017.**
- B.3 CONSIDER APPROVAL OF THE AUDIT ENGAGEMENT LETTER FROM SNOW GARRETT WILLIAMS FOR AUDIT SERVICES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2017 AND AUTHORIZE THE CITY MANAGER TO SIGN THE DOCUMENT.**
- B.4 DISCUSS AND CONSIDER A MASTER LEASE AGREEMENT WITH VAR TECHNOLOGY FINANCE FOR THE PURCHASE OF COMPUTER EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$51,134.00 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**
- B.5 DISCUSS AND CONSIDER A MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT WITH NATIONAL IPA (INTERGOVERNMENTAL PURCHASING ALLIANCE) AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**
- B.6 DISCUSS AND CONSIDER A MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT WITH U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**

**COUNCIL MEMBER STUARD MADE A MOTION, SECONDED BY COUNCIL MEMBER PARSLEY, TO APPROVE THE CONSENT AGENDA.**

**MOTION TO APPROVE CARRIED 7-0.**

- B.1 APPROVE OF MINUTES OF THE MARCH 28, 2017 SPECIAL CITY COUNCIL MEETING.**

**APPROVED**

Mayor Bowen stated that in effort to eliminate confusion in the future, he would like the effective date of May 1, 2017 added to items F.1 and F.2. Item F.1 is the approval of Pay Plan C, D, and E for Police and Fire Department employees. Item F.2 is the approval of Resolution No. 1019, revising job descriptions for the Administrative Assistant-PD, Property/Evidence Technician, Records Technician, Tele-Communications Supervisor and adding two new job descriptions for Administrative Assistant-FD and Driver Engineer.

**COUNCIL MEMBER HILL MADE A MOTION, SECONDED BY MAYOR PRO TEM NARMORE, TO APPROVE THE MINUTES OF THE APRIL 11, 2017 WITH THE ADDITION OF AN EFFECTIVE DATE OF MAY 1, 2017 TO ITEMS F.1 AND F.2.**

**MOTION TO APPROVE CARRIED 7-0.**

### **C. PUBLIC HEARINGS**

**C.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-02, A REQUEST BY FRANCISCO RUBEN MARTINEZ & ADRIADNA SALAS FOR A REPLAT OF BLOCK 32, LOTS 1-4 & 9-12, INDIAN OAKS SUBDIVISION, LAKE WORTH, TARRANT COUNTY, TEXAS TO BLOCK 32, LOT 1R1, 1R2, 2R1, 2R2, 3R, 4R1, 4R2, 9R1, 9R2, 10R, 11R1, 11R2, 12R1, AND 12R2, INDIAN OAKS SUBDIVISION, LAKE WORTH, TARRANT COUNTY, TEXAS. [THE PLANNING AND ZONING COMMISSION CONTINUED THIS ITEM AT THEIR APRIL 18, 2017 MEETING. CITY COUNCIL WILL CONTINUE THIS ITEM TO THE JUNE 13, 2017 CITY COUNCIL MEETING, PENDING RECOMMENDATION BY THE PLANNING AND ZONING COMMISSION.]**

#### **CONTINUED PUBLIC HEARING TO JUNE 13, 2017 CITY COUNCIL MEETING**

Mayor Bowen opened the public hearing and announced that the item was continued by the Planning and Zoning commission at their April 18, 2017 meeting. Staff is recommending that Council continue the public hearing to their June 13, 2017 meeting.

Mayor Bowen called for anyone wishing to speak for or against the request to come forward.

There being no one wishing to speak, Mayor Bowen called for a motion.

**COUNCIL MEMBER SMITH MADE A MOTION, SECONDED BY MAYOR PRO TEM NARMORE, TO KEEP THE PUBLIC HEARING OPENED AND CONTINUE THE PUBLIC HEARING TO THE JUNE 13, 2017 CITY COUNCIL MEETING.**

**MOTION TO CONTINUE CARRIED 7-0**

### **D. PLANNING AND DEVELOPMENT**

There were no items for this category.

### **E. PUBLIC WORKS**

**E.1 DISCUSS AND CONSIDER ORDINANCE NO. 1080, AMENDING ORDINANCE 760, SECTION 12.704(B) SCHOOL ZONES START TIME TO 7:00 A.M. – 4:30 P.M.**

**APPROVED**

Public Works Director Sean Densmore presented the item. Council is being asked to approve Ordinance No. 1080 amending a discrepancy in the Code of Ordinances for school zone start times. The amended time will be 7:00 a.m. to 4:30 p.m.

**COUNCIL MEMBER FERGUSON MADE A MOTION, SECONDED BY COUNCIL MEMBER PARSLEY, TO APPROVE ORDINANCE NO. 1080 AMENDING ORDINANCE 760, SECTION 12.704(B) SCHOOL ZONES START TIME TO 7:00 A.M. – 4:30 P.M.**

**MOTION TO APPROVE CARRIED 7-0.**

**E.2 DISCUSS AND CONSIDER INITIATION OF THE 2017 WATER AND WASTEWATER MASTER PLAN, PREPARED BY KIMLEY-HORN & ASSOCIATES, IN AN AMOUNT NOT TO EXCEED \$40,000 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**

**APPROVED**

Public Works Director Sean Densmore presented the item. Council is being asked to approve the initiation of the 2017 Water and Wastewater Master Plan. The last wastewater system review was completed in May of 1997 and the water system master plan was completed in February 2000. This comprehensive plan will include an in-depth review of the City's current water and wastewater system and provide information on flows, system pressures, infrastructure age, capacity, population projections and land use. Staff recommends the City Manager execute a contract with Kimley-Horn & Associates for the preparation of the 2017 Water and Wastewater Master Plan in an amount not to exceed \$40,000.

**COUNCIL MEMBER STUARD MADE A MOTION, SECONDED BY COUNCIL MEMBER HILL, TO APPROVE INITIATION OF THE 2017 WATER AND WASTEWATER MASTER PLAN, PREPARED BY KIMLEY-HORN AND ASSOCIATES, IN AN AMOUNT NOT TO EXCEED \$40,000 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**

**MOTION TO APPROVE CARRIED 7-0.**

**F. GENERAL ITEMS**

**F.1 DISCUSS AND CONSIDER RESOLUTION NO. 1022, APPOINTMENT/REAPPOINTMENT TO THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS, PLACES 1, 3, 5, AND 7.**

**APPROVED**

City Manager Stacey Almond presented the item. The terms of office for the individuals serving in Places 1, 3, 5 and 7 on the Economic Development Corporation (EDC) Board of Directors expire in June. The bylaws state that appointments to the Board of Directors are to be made by the City Council and the Places 1-4 are designated for Council Member Directors and Places 5-7 are designated for Citizen Member Directors. The term of office is a two year term. According to past appointments, the next appointments for EDC Board from City Council will be Council member Geoffrey White, Place 1 and Council member Jim Smith, Place 2. The other two places are citizen places. Jason McAfee has applied for (vacant) Place 5 and Bonnie Amick has reapplied for Place 7.

**COUNCIL MEMBER WHITE MADE A MOTION, SECONDED BY COUNCIL MEMBER PARSLEY, APPROVING RESOLUTION No. 1022 APPOINTING COUNCIL MEMBER WHITE TO PLACE 1, COUNCIL MEMBER SMITH TO PLACE 3, MR. JASON McAFEE TO PLACE 5 AND REAPPOINTMENT OF MS. YVONNE AMICK TO PLACE 7, TERMS EXPIRING JUNE 1, 2019.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.2 DISCUSS AND CONSIDER AN INTERLOCAL AGREEMENT FOR ADMINISTRATIVE COST FUNDING FOR THE TARRANT COUNTY TRANSPORTATION SERVICES SECTION 5310 PROGRAM WITH THE FORT WORTH TRANSPORTATION AUTHORITY FROM MAY 1, 2017 THROUGH APRIL 30, 2018 AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

**APPROVED**

City Manager Stacey Almond presented the item. The City of Lake Worth has had an agreement with the Fort Worth Transportation Authority for the Tarrant County Transportation Services (TCTS) since 2014. The TCTS is possible through a Section 5310 program, utilized by the "T" and service is then provided by Catholic Charities. In the interlocal agreement the city agrees to pay an annual subsidy of \$1,890.00 which allows residents to call and schedule one-way trips via Catholic Charities to a destination in Tarrant County. The cost to residents is \$2.50 a trip.

**COUNCIL MEMBER STUARD MADE A MOTION, SECONDED BY COUNCIL MEMBER HILL, TO APPROVE AN INTERLOCAL AGREEMENT FOR ADMINISTRATIVE COST FUNDING FOR TARRANT COUNTY TRANSPORTATION AUTHORITY FROM MAY 1, 2017 THROUGH APRIL 30, 2018 AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.3 DISCUSS AND CONSIDER ORDINANCE NO. 1081, APPROVING A NEGOTIATED SETTLEMENT BETWEEN ATMOS CITIES STEERING COMMITTEE (ACSC) AND ATMOS ENERGY CORP. MIDTEX DIVISION REGARDING THE COMPANY'S 2017 RATE REVIEW MECHANISM FILINGS.**  
**APPROVED**

City Manager Stacey Almond presented the item. Council is being asked to approve Ordinance No. 1081, a negotiated settlement between Atmos Cities Steering Committee (ACSC) and Atmos Energy Corp. Mid-Tex Division regarding the company's 2017 rate review mechanism filings. On March 1, 2017 Atmos made a filing requesting \$57.4 million additional revenues on a system-wide basis. The ACSC and the Company have reached an agreement, reflected in the Ordinance, to reduce the company's request by \$9.4 million, such that the Ordinance approving new rates reflects an increase of \$48 million on a system-wide basis, or \$38.8 million for Mid-Tex Cities. The monthly residential customer charge will be \$19.60. The consumption charge will be \$0.14 per Ccf. The monthly bill impact for the typical residential customer consuming 46.8 Ccf will be an increase of \$2.04, or about 3.87%. The typical commercial customer will see an increase of \$6.27, or 2.37%. The requested rate increase will go into effect September 1, 2017.

**COUNCIL MEMBER FERGUSON MADE A MOTION, SECONDED BY MAYOR PRO TEM NARMORE, TO APPROVE ORDINANCE NO. 1081, APPROVING A NEGOTIATED SETTLEMENT BETWEEN ATMOS CITIES STEERING COMMITTEE (ACSC) AND ATMOS ENERGY CORPORATION MIDTEX DIVISION REGARDING THE COMPANY'S 2017 RATE REVIEW MECHANISM FILING.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.4 DISCUSS AND CONSIDER APPOINTMENT OF MAYOR PRO TEM.**  
**APPROVED**

City Secretary Monica Solko presented the item. Pursuant to Section 3.09 of the City Charter, the Council shall select a Mayor Pro Tem from among the seven members of Council. This appointment shall be made at the first regular meeting following the general city election. The Mayor Pro Tem shall, in the absence or disability of the Mayor, perform all the Mayor's duties. The term of office is one year.

Mayor Bowen called for nominations.

Council member Stuard moved to nominate Council member White.

Council member Hill moved to nominate Mayor Pro Tem Narmore. Mayor Pro Tem Narmore asked to withdraw his nomination.

Being no other nominations, Mayor Bowen closed nominations and called for the motion.

**COUNCIL MEMBER SMITH MADE A MOTION, SECONDED BY COUNCIL MEMBER FERGUSON, TO NOMINATE COUNCIL MEMBER GEOFFREY WHITE AS MAYOR PRO TEM.**

**MOTION TO APPROVE CARRIED 7-0.**

## **EXECUTIVE SESSION**

Mayor Bowen announced at 7:04 p.m. that the Council would reconvene into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.074: Personnel matters to deliberate the appointment of city board and commission member(s) – Economic Development Corporation; Section 551.072: Deliberate the purchase, exchange, lease or value of real property located at Abstract 1741, Tract 1 Jacob Wilcox Survey and Abstract 1741, Tract 1S, Jacob Wilcox Survey and Section 551.074: Personnel matters to deliberate the employment, evaluation, reassignment, duties, discipline and dismissal of public employees – Police Chief. Executive Session reconvened at 7:04 p.m. and adjourned at 7:21 p.m.

*Mayor Bowen reconvened into open session at 7:21 p.m.*

### **G EXECUTIVE SESSION ITEMS – CITY COUNCIL MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

No action is necessary as the result of Executive Session.

### **H. MAYOR AND COUNCIL ITEMS.**

#### **1. UPDATE ON TARRANT COUNTY MAYOR’S COUNCIL BY MAYOR BOWEN.**

Mayor Walter Bowen had nothing to report regarding the Tarrant County Mayor’s Council.

### **I. STAFF REPORT(S) / ANNOUNCEMENT(S)**

#### **I.1 ASSISTANT CITY MANAGER/DIRECTOR OF FINANCE REPORT(S):**

##### **1. UPCOMING SHRED EVENT.**

Assistant City Manager/Finance Director Debbie Whitley reported on the City’s 4<sup>th</sup> Annual Document Shredding Event on Saturday, June 10, 2017 at 9:00 a.m. to 12:00 noon, located at the Lake Worth Multi-Purpose Facility, 7005 Charbonneau Road. The



event is free to Lake Worth residents with proof of residency. Last year the city shredded over 4,800 lbs. of papers.

## **I.2 FIRE CHIEF REPORT(S)**

### **1. UPDATE ON NEW TRIBAND RADIOS.**

Fire Chief Christenson updated Council on the new triband radios. Tarrant County 911 donated handheld mobile radios to the Police and Fire Departments. The Fire Department has six (6) apex 8000 Motorola radios. The radios have been upgraded to triband radios. Fire fighters can now carry one (1) device instead of three (3) and with the upgrade they can now switch back to and forth from UHF, VHF and 800 MHz . This simple upgrade will help when assisting other communities that use the different frequencies. The Fire Department hopes to purchase more radios in the future.

## **I.3 POLICE CHIEF REPORT(S)**

### **1. UPDATE ON PROPERTY PURGE.**

Assistant Police Chief Carpenter updated the Council on the latest administrative purge of property and evidence records. The cleanup took place from March 13-April 21.

- 2,230 cases were disposed.
- 740 cases are awaiting proper disposal (weapons, DNA kits, etc.).
- 85 juvenile cases boxed and awaiting disposition from the Tarrant County Juvenile Court System.
- 13 cases of cash totaling \$6,396.44. In accordance of Code of Criminal Procedure 18.17 the funds were deposited into the General Fund.

## **I.4 PUBLIC WORKS DIRECTOR REPORT(S)**

Public Works Director Sean Densmore reported on the following projects:

### **1. UPDATE ON COLESON'S FROG 5K EVENT.**

The 7<sup>th</sup> annual Coleson's F.R.O.G 5k and 1 mile Fun Run was a great success. Thank you to all staff that helped work the event. There were 520 people signed up for the race but due to inclement weather there were approximately 150 runners that showed up. Overall the event raised approximately \$22,000 and helped 16 families.

### **2. UPDATE ON CHARBONNEAU LIFT STATION PROJECT.**

The Charbonneau lift station project is waiting on the pumps to come in. We anticipate about 30 days for the project to be complete.

### **3. UPDATE ON CITY PROJECTS.**

The contracts for the 2017 Concrete Rehabilitation Project have been signed and work will begin on Paul Meador. Staff is currently working on the bid documents for fence replacement of both ball fields at Lake Worth Park.

**J. ADJOURNMENT**

Mayor Walter Bowen adjourned the meeting at 7:30 p.m.

**APPROVED:**

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Walter Bowen, Mayor

**ATTEST:**

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Monica Solko, TRMC  
City Secretary