

**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, SEPTEMBER 12, 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
	Geoffrey White	Mayor Pro Tem, Place 2
	Jim Smith	Council, Place 1
	Gene Ferguson	Council, Place 3
	Ronny Parsley	Council, Place 4
	Pat O. Hill	Council, Place 5
	Gary Stuard	Council, Place 6
	Clint Narmore	Council, Place 7
Staff:	Stacey Almond	City Manager
	Debbie Whitley	Assistant City Manager/Finance Director
	Monica Solko	City Secretary
	Drew Larkin	City Attorney
	Mike Christenson	Fire Chief
	Sean Densmore	Public Works Director
	Barry Barber	Building Development Director
	Sammy Garcia	Police Lieutenant
	Misty Christian	City Engineer
	Suzanne Meason	Planning and Zoning Administrator

A.3 SPECIAL PRESENTATION(S) AND RECOGNITION(S):

There were no items for this category.

A.4 CITIZEN PRESENTATION / VISITOR COMMENTS

There were no requests to speak from the public.

A.5 REMOVAL OF CONSENT AGENDA

No items were removed from the consent agenda.

Mayor Pro Tem White asked about the drop in sales tax revenues on the financial report (item B.2). Assistant City Manager/Finance Director Debbie Whitley explained that during the month of August the sales tax was down almost 22%. Last month, the city received their monthly State Comptroller report which showed a negative \$94,000 audit adjustment. After inquiring about the negative amount, the state informed the city that they had conducted an audit and found that a company located outside our city had paid us sales tax in error. After further research on the issue, the city found that Chain Link Services, Inc. a restaurant appliance and supply store had indeed started paying us sales tax in August 2016. The city also discovered that Chain Link Services, Inc. has continued to pay the city sales tax in amounts ranging from \$12,000 to \$18,000 a month. The city has three options: 1) the city can do nothing, 2) the city could contact the business and inform them of the error so that it can be fixed or 3) the city can contact the State Comptroller's Office and request that they fix the error retroactive from January 2017 which would be approximately \$84,000 and request to pay it back in smaller increments rather than a lump sum. If the city decides to do nothing, the State could potentially audit the city up to four years which could cost the city approximately \$600,000.

After discussion and questions from Council, the consensus was to contact the State Comptroller and notify them of the error.

B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS APPROVED

- B.1 APPROVE MINUTES OF THE AUGUST 8, 2017, AUGUST 22, 2017, AUGUST 25, 2017 AND SEPTEMBER 5, 2017, REGULAR AND SPECIAL CITY COUNCIL MEETINGS.**
- B.2 APPROVE THE FINANCE REPORTS FOR THE MONTH OF AUGUST 2017.**
- B.3 APPROVE A CONTRACT RENEWAL WITH TARRANT COUNTY FIRE ALARM CENTER (TCFAC) FOR LAKE WORTH FIRE DEPARTMENT DISPATCH SERVICES FROM OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018, AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

- B.4 APPROVE A CONTRACT WITH O'LEARY AUCTIONS, LLC FOR THE AUCTION OF THE HOUSE LOCATED AT 7321 COMANCHE TRAIL AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.**
- B.5 APPROVE RESOLUTION NO. 1027, REVISING JOB DESCRIPTIONS FOR THE ADMINISTRATIVE ASSISTANT-PW, ANIMAL CONTROL OFFICER, COMMUNITY ACTIVITIES COORDINATOR, DIRECTOR OF LIBRARY SERVICES, FIRE CHIEF, LIBRARY AIDE, MECHANIC, BUILDING MAINTENANCE WORKER, CREW LEADER (MAINTENANCE), PARKS MAINTENANCE WORKER, CREW LEADER (PARKS), SENIOR CENTER AIDE, SENIOR CENTER AIDE (PT AS NEEDED), STREET MAINTENANCE WORKER, CREW LEADER (STREETS), WATER/SEWER TECHNICIAN I, WATER/SEWER TECHNICIAN II, CREW LEADER (WATER/SEWER), AND ADDING FOUR (4) NEW JOB DESCRIPTIONS OF MECHANIC II, MAINTENANCE WORKER II (MAINTENANCE), MAINTENANCE WORKER II (PARKS), AND MAINTENANCE WORKER II (STREETS).**
- B.6 APPROVE RESOLUTION NO. 1028, DESIGNATING THE FORT WORTH STAR TELEGRAM AS THE OFFICIAL NEWSPAPER OF THE CITY OF LAKE WORTH.**
- B.7 APPROVE A CONTRACT RENEWAL WITH FORT WORTH STAR TELEGRAM FOR NEWSPAPER PUBLICATION SERVICES FOR FY 2017-2018.**
- B.8 APPROVE THE 2017-2018 CITY OF LAKE WORTH ORGANIZATIONAL CHART.**
- B.9 APPROVE THE 2017-2018 EMPLOYEE COMPENSATION PLAN.**

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER FERGUSON, TO APPROVE THE CONSENT AGENDA.

MOTION TO APPROVE CARRIED 7-0.

C. PUBLIC HEARINGS

- C.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-06, A PROPOSED FINAL PLAT BEING ALL OF A .562 ACRE PARCEL OF LAND KNOWN AS ABSTRACT 189, TRACT 73, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED FINAL PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, WESTBROOK ADDITION, COMMONLY KNOWN AS 4539 HODGKINS ROAD, LAKE WORTH, TEXAS.**

APPROVED

Mayor Bowen opened the public hearing and called on Planning and Zoning Administrator Suzanne Meason to present the item.

Ms. Meason summarized the item. The applicant purchased the property with the intent to build a residence on the property. The property was still in abstract/tract form and required platting in order for a structure to be built on the property. City utilities (water/sewer) are already in place and the property will just hook into existing services upon construction. The preliminary plat and plans submitted complied with City requirements and were approved by City Council on August 8, 2017. The final plat is the next step in the process and Council is being asked to consider approving PS17-06. The Planning and Zoning Commission recommended approval by a 5-0 vote.

Mayor Bowen called on the applicant to come forward.

Mr. Lee E. Westbrook, 1205 Pepperidge Lane, Fort Worth came forward. He was available to answer any questions Council may have.

Mayor Bowen asked for public comments on the Planning and Zoning Case No. PS17-06. There being no one wishing to speak, Mayor Bowen closed the public hearing and called for a motion.

A MOTION WAS MADE BY COUNCIL MEMBER FERGUSON, SECONDED BY COUNCIL MEMBER HILL, TO APPROVE PLANNING CASE NO. PS17-06 WESTBROOK FINAL PLAT, AS PRESENTED.

MOTION TO APPROVE CARRIED 7-0.

C.2 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-07, A PROPOSED PRELIMINARY PLAT BEING ALL OF A 0.338 ACRE PARCEL OF LAND KNOWN AS ABSTRACT 189, TRACT(S) 93 & 100A, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED PRELIMINARY PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, HODGKINS ADDITION, COMMONLY KNOWN AS 4552 HODGKINS ROAD, LAKE WORTH, TEXAS.

APPROVED

Mayor Bowen opened the public hearing and called on Planning and Zoning Administrator Suzanne Meason to present the item.

Ms. Meason summarized the item. Ms. Meason stated that items C.2 and C.3 were companion items. The applicant came to the city requesting to install a new in-ground swimming pool. It was discovered that the property was not platted, and the proposed pool would go right across tract boundaries. The property is developed with city water and sewer and there will be no changes in the drainage on the property. The preliminary plat (item C.2) and final plat (item C.3) are being submitted for consideration. The Planning and Zoning commission recommended approval for the preliminary plat and final plat by a 5-0 vote.

Mayor Bowen asked for public comments on the Planning and Zoning Case No. PS17-07. There being no one wishing to speak, Mayor Bowen closed the public hearing and called for a motion.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER HILL, TO APPROVE PLANNING AND ZONING CASE NO. PS17-07, AS PRESENTED.

MOTION TO APPROVE CARRIED 7-0.

C.3 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-08, A PROPOSED FINAL PLAT BEING ALL OF A 0.338 ACRE PARCEL OF LAND KNOWN AS ABSTRACT 189, TRACT(S) 93 & 100A, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED FINAL PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, HODGKINS ADDITION, COMMONLY KNOWN AS 4552 HODGKINS ROAD, LAKE WORTH, TEXAS.

APPROVED

Mayor Bowen opened the public hearing and called on Planning and Zoning Administrator Suzanne Meason to present the item.

Ms. Meason summarized the item. Ms. Meason stated that items C.2 and C.3 were companion items. The final plat is the next step in the process and Council is being asked to consider approving PS17-08. The Planning and Zoning commission recommended approval for the preliminary plat and final plat by a 5-0 vote.

Mayor Bowen asked for public comments on Planning and Zoning Case No. PS17-08. There being no one wishing to speak, Mayor Bowen closed the public hearing and called for a motion.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY COUNCIL MEMBER PARSLEY, TO APPROVE PLANNING AND ZONING CASE NO. PS17-08, FINAL PLAT AS PRESENTED.

MOTION TO APPROVE CARRIED 7-0.

D. PLANNING AND DEVELOPMENT

D.1 DISCUSS AND CONSIDER RESOLUTION NO. 1031, APPOINTING MEMBERS TO THE BOARD OF ADJUSTMENT PLACE 5 AND THE PLANNING AND ZONING COMMISSION PLACES 1, 3, 5 AND 7.

APPROVED

Planning and Zoning Administrator Suzanne Meason presented the item. The terms of office for the board members serving Places 1, 3, 5 and 7 on the Board of Adjustment

and Planning and Zoning Commission will be expiring on October 1, 2017. The term of office is a two year term. The following applicants have submitted their application for consideration.

Board of Adjustment:

Place 5	Patricia Davis (reappointment)	October 1, 2019
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Planning and Zoning Commission:

Place 1	Don Riley (appointment)	October 1, 2019
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Place 3	Jeannie Turley (reappointment)	October 1, 2019
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Place 5	Troy Jones (reappointment)	October 1, 2019
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Place 7	Sue Wenger (reappointment)	October 1, 2019
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City Manager Stacey Almond commented that due to the lack of applicants for the Board of Adjustment, the board no longer had enough members to form a quorum to meet. The City Attorney is currently looking for a solution.

A MOTION WAS MADE BY MAYOR PRO TEM WHITE, SECONDED BY COUNCIL MEMBER STUARD, TO APPROVE RESOLUTION NO. 1031, REAPPOINTING PATRICIA DAVIS TO PLACE 5 OF THE BOARD OF ADJUSTMENT AND APPOINTING DON RILE TO PLACE 1, REAPPOINTING JEANNIE TURLEY TO PLACE 3, TROY JONES TO PLACE 5 AND SUE WENGER TO PLACE 7 OF THE PLANNING AND ZONING COMMISSION WITH TERMS EXPIRING OCTOBER 1, 2019.

MOTION TO APPROVE CARRIED 7-0.

E. PUBLIC WORKS

E.1 DISCUSS AND CONSIDER ORDINANCE 1095, AMENDING ARTICLE 13.1100 “RIGHT-OF-WAY MANAGEMENT” OF THE CODE OF ORDINANCES OF THE CITY OF LAKE WORTH TO ADD A NEW SECTION 13.1123, “NETWORK NODES IN PUBLIC RIGHT-OF-WAY”.

APPROVED

City Manager Stacey Almond summarized the item. During the 85th regular session ending in May 2017, the Texas Legislature enacted Chapter 284 of the Texas Local Government Code (“Chapter 284”). The chapter relates to the installation of equipment, specifically wireless equipment in public right-of-way. It provides a state-wide regulatory scheme regarding the installation of such equipment and limits individual cities’ abilities to further regulate the location of such equipment within public right-of-way. Cities are prohibited from enacting any type of moratorium relating to installation of equipment under Chapter 284, and there are specific time limitations which apply to the processing of applications. Chapter 284 is effective September 1, 2017, and provides that any current agreement or ordinances remain applicable to network nodes which are operational before that date. For all network nodes installed and operational on or after September 1, 2017, any current ordinances or agreement that do not comply with Chapter 284 must

be amended to comply with the provisions of Chapter 284 no later than March 1, 2018. Staff recommends approval of Ordinance No. 1095.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER NARMORE, TO APPROVE ORDINANCE NO. 1095, AMENDING ARTICLE 13.1100 RIGHT OF WAY MANAGEMENT OF THE CODE OF ORDINANCE OF THE CITY OF LAKE WORTH TO ADD A NEW SECTION 13.1123, NETWORK NODES IN PUBLIC RIGHT OF WAY.

MOTION TO APPROVE CARRIED 7-0.

F. GENERAL ITEMS

F.1 DISCUSS AND CONSIDER ORDINANCE NO. 1093, APPROVING AND ADOPTING THE BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING SEPTEMBER 30, 2018.

APPROVED

City Manager Stacey Almond presented the item. The item before Council is to consider the FY 2017-2018 proposed budget. The City Council held a budget workshop on August 11, 2017. A public hearing for the proposed budget was held on August 22, 2017. The proposed budget is based on a \$0.454920 per \$100 tax rate. Although the city is proposing to lower the tax rate, the city will generate more revenue from property taxes than last year because the city experienced an increase in its total taxable assessed values. Therefore, as required by Section 102.005 of the Local Government Code, which requires that a proposed budget that will require raising more revenue from property taxes than in the previous year, must contain a cover page with the following statement in 18-point or larger. "This budget will raise more revenue from property taxes than last year's budget by an amount of \$97,543, which is a 4.97 percent increase from last year's budget. The property tax revenue to be raised from new property asses to the tax roll this year is \$33,515."

Mayor Bowen announced that the Council members would take a roll call vote regarding Ordinance No. 1093, the adoption of the budget.

A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULTS:

MOTION TO APPROVE CARRIED 7-0, WITH COUNCIL MEMBER SMITH, FERGUSON, HILL, PARSLEY, STUARD, NARMORE AND MAYOR PRO TEM WHITE VOTING IN FAVOR.

Mayor Bowen announced that the Council members would take a roll call vote to ratify the property tax revenue increase as reflected in the FY 2017-2018 budget.

A MOTION WAS MADE BY COUNCIL MEMBER FERGUSON, SECONDED BY MAYOR PRO TEM WHITE, TO RATIFY THE PROPERTY TAX REVENUE INCREASE AS REFLECTED IN THE FY 2017-2018 BUDGET.

**A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULTS:
MOTION TO APPROVE CARRIED 7-0, WITH COUNCIL MEMBER SMITH, FERGUSON, HILL, PARSLEY,
STUARD, NARMORE AND MAYOR PRO TEM WHITE VOTING IN FAVOR.**

F.2 DISCUSSION AND CONSIDER ORDINANCE NO. 1094, FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING ON SEPTEMBER 30, 2018, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, AT THE RATE OF \$0.454920 PER \$100 ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE WORTH AS OF JANUARY 1, 2017; AND ADOPTING THE 2017 TAX ROLLS.

APPROVED

City Manager Stacey Almond summarized the item. The notice of effective tax rate was published in the Star Telegram newspaper on August 11, 2017 and the notice of public hearing on the tax rate on August 22, 2017 and September 5, 2017, in accordance with State law. Staff recommends approval of Ordinance No 1094, fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2017, and ending September 30, 2018, and for each year thereafter until otherwise provided, at the rate of \$0.454920 per \$100 assessed valuation on all taxable property within the corporate limits of the City of Lake Worth as of January 1, 2017; and adopting the 2017 tax rolls.

Mayor Bowen announced that the Council members would take a roll call vote on the adoption of the tax rate.

COUNCIL MEMBER FERGUSON MOVED THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.454920 PER \$100 OF ASSESSED VALUE, WHICH IS EFFECTIVELY A 12.96 PERCENT INCREASE IN THE TAX RATE; AND MOVE TO APPROVE AN ORDINANCE ADOPTING THE 2017 TAX ROLLS AND FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2017, AND ENDING ON SEPTEMBER 30, 2018, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, AT THE RATE OF \$0.454920 PER \$100 ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE WORTH AS OF JANUARY 1, 2017. COUNCIL MEMBER PARSLEY SECONDED THE MOTION.

**A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULTS:
MOTION TO APPROVE CARRIED 7-0, WITH COUNCIL MEMBER SMITH, FERGUSON, HILL, PARSLEY,
STUARD, NARMORE AND MAYOR PRO TEM WHITE VOTING IN FAVOR.**

F.3 DISCUSS AND CONSIDER THE ADOPTION OF THE ECONOMIC DEVELOPMENT CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING SEPTEMBER 30, 2018.

APPROVED

City Manager Stacey Almond summarized the item. The Lake Worth Economic Development Corporation meet and adopted the proposed budget on July 13, 2017 and have forwarded the budget for review and approval by Council. Sales tax revenues are budgeted in the amount of \$2,185,000.00. This is a proposed increase of 4% over the estimated total for FY 2016-2017. The proposed budget does not include salaries or related personnel costs.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD AND SECONDED BY COUNCIL MEMBER FERGUSON TO APPROVE THE ADOPTION OF ECONOMIC DEVELOPMENT CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018.

MOTION TO APPROVE CARRIED 7-0.

F.4 DISCUSS AND CONSIDER THE RENEWAL OF AN AGREEMENT FOR EMERGENCY MEDICAL AND FIRE PROTECTION SERVICES, FIRE INSPECTIONS AND PLAN REVIEW, FIRE CODE ENFORCEMENT AND FIRE INVESTIGATION SERVICES FOR THE TOWN OF LAKESIDE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.

APPROVED

Fire Chief Mike Christenson summarized the item. Council is being asked to approve a renewal of an agreement for emergency medical and fire protection services, fire inspections and plan review, fire code enforcement and fire investigation services for the Town of Lakeside and authorize the City Manager to execute the contract.

A MOTION WAS MADE BY MAYOR PRO TEM WHITE, SECONDED BY COUNCIL MEMBER HILL TO APPROVE THE RENEWAL OF AN AGREEMENT FOR EMERGENCY MEDICAL AND FIRE PROTECTION SERVICES, FIRE INSPECTIONS AND PLAN REVIEW, FIRE CODE ENFORCEMENT AND FIRE INVESTIGATION SERVICES WITH THE TOWN OF LAKESIDE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.

MOTION TO APPROVE CARRIED 7-0.

F.5 DISCUSS AND CONSIDER A MEMORANDUM OF UNDERSTANDING WITH ALLIANCE FOR CHILDREN ORGANIZATION.

APPROVED

Police Lieutenant Sammy Garcia presented the item. Council is being asked to approve a Memorandum of Understanding (MOU) with Alliance for Children which is a child advocacy center with several locations in Tarrant County. The City of Lake Worth Police Department has enjoyed the services of the Fort Worth Alliance for Children location for several years. Alliance for Children has recently opened their Northwest Center located at 8401 Jacksboro Highway and has asked the City of Lake Worth to partner with them to serve the City of Lake Worth and the surrounding communities. A partnership fee for the MOU is \$0.20 per capita and is funded by the child safety fund account. Staff recommends approval of the MOU with Alliance for Children.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH ALLIANCE FOR CHILDREN.

MOTION TO APPROVE CARRIED 7-0.

F.6 DISCUSS AND CONSIDER AN INTERLOCAL AGREEMENT WITH LAKE WORTH INDEPENDENT SCHOOL DISTRICT FOR THE SCHOOL RESOURCE PROGRAM AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT.

APPROVED

Police Lieutenant Sammy Garcia presented the item. Council is being asked to approve an interlocal agreement with the Lake Worth Independent School District for the School Resource Program. This agreement is based upon fixed expenditures for personnel and operating costs for police officers assigned to the SRO Program. The amount represents 50% of all personnel and operating costs incurred by the City for the one (1) police officer which does not include the command staff, supervising the officer. The agreement amount also includes the District's proportional share of the personnel, training and operating costs of the Lake Worth Police Department. If approved, the Lake Worth Independent School District would reimburse the City of Lake Worth \$42,860.00 which is 50% of the budgeted SRO salary from the Crime Control Prevention District budget.

A MOTION WAS MADE BY MAYOR PRO TEM WHITE, SECONDED BY COUNCIL MEMBER STUARD TO APPROVE THE INTERLOCAL AGREEMENT WITH THE LAKE WORTH INDEPENDENT SCHOOL DISTRICT FOR THE SCHOOL RESOURCE PROGRAM AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT.

MOTION TO APPROVE CARRIED 7-0.

F.7 DISCUSS AND CONSIDER APPROVAL OF AN EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$250,000 FOR THE DESIGN OF INFRASTRUCTURE AND WATER/SEWER UTILITIES ALONG AZLE AVENUE FROM HIGHWAY 199 TO BOAT CLUB ROAD.

APPROVED

Public Works Director Sean Densmore summarized the item. Council is being asked to approve an expenditure in amount not to exceed \$250,000 for the design of infrastructure and water/sewer utilities along Azle Avenue from Highway 199 to Boat Club Road. Azle Avenue is a main business corridor for the City of Lake Worth and sufficient infrastructure is vital to the economic stability and growth of the city. To facilitate phasing the project staff requested the Economic Development Corporation (EDC) approve a resolution to fund the beginning stages of planning the upgrades. On September 5, 2017 the EDC approved a resolution for the design of the project. Staff is anticipating the reconstruction of the entire five (5) land road along with major water, sewer, storm water, curbs/gutters, and sidewalks. The design stage will allow the City Engineer along with key staff to engage the City Council to determine the best way to approach the Azle Avenue reconstruction efforts. It's anticipated this project will be executed in a phased approach.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER STUARD TO APPROVE AN EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$250,000 FOR THE DESIGN OF INFRASTRUCTURE AND WATER/SEWER UTILITIES ALONG AZLE AVENUE FROM HIGHWAY 199 TO BOAT CLUB ROAD.

MOTION TO APPROVE CARRIED 7-0.

F.8 DISCUSS AND CONSIDER APPROVAL OF AN EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$417,000 FOR THE DESIGN OF THE 16' FORCE MAIN ALONG HIGHWAY 199 FROM PAUL MEADOR ROAD TO ROBERTS CUT OFF.

APPROVED

Public Works Director Sean Densmore summarized the item. Staff recommended funding approval by the Economic Development Corporation (EDC) for the design costs attributable to the construction of the force main along Highway 199 from Paul Meador Road to Roberts Cut Off. On September 5, 2017, the EDC approved a resolution for the design of the 16 inch Force Main along Highway 199. Highway 199 is the main business corridor for Lake Worth and the updated force main is critical and vital to the economic stability and growth of the city. This item is not part of the proposed budget for the EDC Corporation. Funding is available and a budget amendment would be presented at the next quarterly meeting, if approved.

A MOTION WAS MADE BY COUNCIL FERGUSON, SECONDED BY MAYOR PRO TEM WHITE TO APPROVE AN EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$417,000 FOR THE DESIGN OF THE 16 INCH FORCE MAIN ALONG HIGHWAY 199 FROM PAUL MEADOR ROAD TO ROBERTS CUT OFF.

MOTION TO APPROVE CARRIED 7-0.

F.9 DISCUSS AND CONSIDER RESOLUTION NO. 1030, ADOPTING THE CITY OF LAKE WORTH PERSONNEL AND ADMINISTRATIVE REGULATIONS MANUAL (PARM), TITLE I.

APPROVED

City Manager Stacey Almond presented the item. The Council is being asked to approve Resolution No. 1030, adopting the City of Lake Worth Personnel and Administrative Regulations Manual (PARM), Title I.

Significant changes to regulations:

- a. Chapter 2, Section 2.20 – Secondary Employment. More detail was added to this section and written prior approval must be secured and documented in the employees personnel file.
- b. Chapter 3, Section 3.10 – Overtime. Currently there is no limit to compensatory time earned by employees. This adjustment provides for an 80hour maximum; anything over the maximum must be paid out at time and half to the employee at the time it's earned. This prevents the town from carrying over large personnel liabilities. (This provision applies to all non-exempt employees.).
- c. Chapter 3, Section 3.12 – On Call and Call Backs. Water, Wastewater and Streets Non-Exempt Employees. When an employee is assigned 1st call for a week's period, he will be paid \$80.00 on call premium; or \$120.00 on a week containing an official city holiday. When an employee is assigned 2nd call duty for a week's period he will be paid \$60.00 on call premium; or \$80.00 on a week containing an official city approved Holiday. When an employee is assigned to be on call he must be available to report to work within 45 minutes.
- d. Chapter 3, Section 3.19 – Step-Up Pay. a) when a firefighter shift employee is assigned duties of a Driver/Engineer for more than twelve (12) hour period the step-up pay will be an increase of 10% of the base hourly rate. b) when a police patrol employee is assigned "Officer in Charge" duties for a minimum of eight (8) hour period the step-up pay will be an increase of 10% of the base hourly rate.
- e. Chapter 5, Section 5.01 – Vacation Leave. Currently there is no limit on the accumulation of Holiday time. This adjustment provides for an 88-hour maximum and 120-hour maximum for firefighter shift personnel.
- f. Chapter 5, Section 5.02 – Vacation Leave. Vacation is currently accumulated year to year not to exceed the maximum time plus 40 hours; staff is proposing carryover amounts of 240 hours annually for all regular full time employees; firefighters shift employees will have a maximum carry over of 320 hours.
- g. Chapter 5, Section 5.03 – Sick Leave. Sick may be accumulated from year to year, not exceed 480 hours for regular full time employees; and 720 hours for firefighter shift personnel.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE RESOLUTION No. 1030, ADOPTING THE CITY OF LAKE WORTH PERSONNEL AND ADMINISTRATIVE REGULATIONS MANUAL (PARM), TITLE I, EFFECTIVE OCTOBER 1, 2017.

MOTION TO APPROVE CARRIED 7-0.

G. MAYOR AND COUNCIL ITEMS.

G.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.

H. STAFF REPORT(S) / ANNOUNCEMENT(S)

H.1 ASSISTANT CITY MANAGER/DIRECTOR OF FINANCE REPORT(S):

- 1. Update on Employee Turnover.**
- 2. Update on Employee Cookout.**

Assistant City Manager/Finance Director Debbie Whitley announced that during the Budget Workshop, Council member Narmore asked for an update on employee turnovers. In 2016 there were 101 budgeted positions for the city, 11% of the total employee turnover, 3% were part-time that may have found a full time job, 2% were retired or moved out of the area and 6% left for a better opportunity. Looking at the current year, the numbers are very similar.

Council member Hill thanked Ms. Whitley for the information and asked if a similar report could be generated for water loss. City Manager Stacey Almond directed Public Works Sean Densmore to prepare the report for Council.

Ms. Whitley announced that the Employee Cookout will be on Thursday, October 19th at Charbonneau Park from 11:00 a.m. – 2:00 p.m.

H.2 POLICE CHIEF REPORT(S):

- 1. Announcement on National Night Out.**
- 2. Announcement on Police Department Accomplishments**
- 3. Update on Motorola radio system.**

Police Lieutenant Sammy Garcia announced National Night Out will be Tuesday, October 3 at Lake Worth Park from 6:00 p.m. – 9:00 p.m.

Police accomplishments and participation:

- Sr. Thanksgiving Dinner - served approximately 350 free dinners
- Community Outreach - evening programs to advise citizens on safety issues
- Marine Creek Health & Safety Fair

- N.A. Howry Career Day
- Citizens Police Academy Cook Out
- Chamber of Commerce Santa Appearance
- Bullfrog Rodeo
- Sr. Talks (Fridays)
- Coleson's F.R.O.G.
- Bike Rodeo
- National Night Out - served over 500 hot dogs and had 15 vendors attend
- Operation Santa - 77 children within our school district.
 - 23 families inside city limits
 - 67 children
 - 40 families outside city limits
 - 110 children
- Relay for life-Lake Worth Warriors for a Cure
- Home Depot Safety Fair

Lieutenant Garcia updated Council on the new radio system. The radio system is close to being complete in dispatch and hopefully within the next month will have the trunking system hooked into the Fort Worth system. There were a few technical errors but they have been resolved and they are back on track.

H.3 FIRE CHIEF REPORT(S):

- 1. Update on "Fill the Boot" for Hurricane Harvey efforts.**
- 2. Update on FD Harvey deployment.**
- 3. Update on truck and equipment.**
- 4. Update on Fire Station 2nd Floor Finish out.**

Fire Chief Mike Christenson announced that during the Hurricane Harvey Relief efforts staff wanted to do something help. They decided to stand at Walmart for two hours for two days collecting money with "Fill the Boot" for Hurricane Harvey Relief. The firefighters collected \$5,483. The funds will be distributed to the Red Cross, Salvation Army and the Lake Worth ISD. The Lake Worth ISD reached out to the city requesting help with uniforms for Hurricane Harvey evacuees that had recently enrolled at Lake Worth ISD.

Also, the Fire Department was asked to deploy a tanker truck and employees to help with Harvey Relief efforts in Beaumont, Texas. The Beaumont water system was down and they asked local cities across Texas to help with any structural fires that could arise. Before our truck could make it to Beaumont, Beaumont called and said their water system was back up and no need to send the help. They did reach out to see if they were needed elsewhere but there were no other places in needed, so they turned back the same day.

The Fire Department is having some work done to the apparatus pad on the newest part of station where the truck and ladder pull out. There were some concrete issues and plumbing that needed to be fixed. The sand trap has been replaced and a plumber has been called out to work on the plumbing. The project should be complete within a week.

The Fire Station 2nd floor finish out is about two to three weeks out. The air conditioning unit was turned on yesterday, the ceiling is in and they are starting to put in the carpet and vinyl planks this week. They will also start laying the ceramic tile, putting in fixtures, installing cabinets and doors. So the project is close to being complete.

An update on the Fire House Sub grant, the grant allowed for three radios which have come in and are in the processing of being programmed. That will give the Fire Department nine radios plus three with the Motorola agreement which will bring the total to twelve tri-brand radios.

H.4 PUBLIC WORKS DIRECTOR REPORT(S)

1. Update on City Projects.

Public Works Director Sean Densmore reported the following:

- Lake Worth Park Fence Project – the contractor has started removing the old fencing on both fields. Today they laid out the new location of the fence. They will be drilling new poles in the next day or two with concrete work. The project should be complete by October 11th.
- Sanitary Sewer project – contractor has completed line F which is on White Street and will moving to line D which is located in the creek area behind Lakeside and Canyon. There is roughly two other lines left, line I which is 199 and Line E which is Clark.
- Charbonneau Lift Station – we are still waiting on the contractors to find a solution.

I. EXECUTIVE SESSION

- I.1 [Pursuant to 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.](#)

Mayor Bowen announced at 7:26 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically 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. Executive Session began at 7:26 p.m. and concluded at 8:29 p.m.

Mayor Bowen reconvened into open session at 8:29 p.m.

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

No action required as a results of Executive Session.

K. ADJOURNMENT

Mayor Walter Bowen adjourned the meeting at 8:29 p.m.

APPROVED

By: _____
Walter Bowen, Mayor

ATTEST:

Monica Solko, City Secretary