

**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, FEBRUARY 13, 2018**

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
	Corry Blount	Police Chief
	Mike Christenson	Fire Chief
	Sean Densmore	Public Works Director
	Misty Christian	City Engineer
	Barry Barber	Building Development Director
	Suzanne Meason	Planning and Zoning Administrator

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

A.3.1 RECOGNIZE SERVICE OF THE ECONOMIC DEVELOPMENT CORPORATION BOARD

Mayor Bowen recognized Sara Riley and Yvonne Amick for their years of service on the Economic Development Corporation Board.

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.

B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS APPROVED

B.1 APPROVE MINUTES OF THE JANUARY 9, 2018 CITY COUNCIL MEETING.

B.2 APPROVE FINANCE REPORTS FOR THE MONTH OF JANUARY 2018.

B.3 APPROVE RESOLUTION NO. 2018-02, CALLING THE MAY 5, 2018 CITY COUNCIL ELECTION, AUTHORIZING A JOINT ELECTION CONTRACT WITH OTHER TARRANT COUNTY POLITICAL SUBDIVISIONS AND CONTRACT WITH TARRANT COUNTY FOR ELECTION SERVICES AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE THE CONSENT AGENDA.

MOTION TO APPROVE CARRIED 7-0.

C. EXECUTIVE SESSION

PURSUANT TO SECTION 551.071: CONSULTATION WITH CITY ATTORNEY TO SEEK LEGAL ADVICE ON THE POSTED SUBJECT MATTER OF THIS CITY COUNCIL MEETING.

Mayor Bowen announced at 6:35 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.071: Consultation with City Attorney to seek legal advice on the posted subject matter of this City Council meeting. Executive Session began at 6:35 p.m. and concluded at 6:53 p.m.

Mayor Bowen reconvened into open session at 6:53 p.m.

D. PLANNING AND DEVELOPMENT

D.1 REQUEST FOR A WAIVER TO SECTION IV – ADMINISTRATION AND AMENDMENTS, B. WAIVERS FROM THE SUBDIVISION REGULATIONS AND DESIGN STANDARDS, J. REPLATS 1(A) TO ALLOW FOR A REPLAT OF A 0.56-ACRE PARCEL OF LAND KNOWN AS BLOCK 8, LOTS 31 (NORTH 37.5 FEET), 32, AND 33, INDIAN OAKS SUBDIVISION OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED REPLAT’S NEW LEGAL DESCRIPTION WILL BE BLOCK 8, LOT 33R, INDIAN OAKS SUBDIVISION, COMMONLY KNOWN AS 3133 HURON TRAIL, LAKE WORTH, TEXAS TO ALLOW APPROVAL WITHOUT ALL PROPERTY OWNERS SIGNING AND ACKNOWLEDGING THE REPLAT. (CONTINUED FROM THE JANUARY 9, 2018 CITY COUNCIL MEETING). THE PLANNING & ZONING COMMISSION RECOMMENDED DENIAL BY A VOTE OF 6-0.

DENIED

Mayor Bowen announced the item is a continuation from the January 9, 2018 City Council meeting.

Planning and Zoning Administrator Suzanne Meason presented the item. The applicant, Mr. Pettis approached the city several months ago wishing to construct an accessory building in the rear of his property, upon plan review it was determined that Mr. Pettis owned several (part of 31, all of 32, and all of 33) lots and that the proposed building would cross property lines, which is not allowed by ordinance. Mr. Pettis was instructed by staff that he would have to replat the multiple properties into one parcel in order to move forward with the building construction. Mr. Pettis hired a surveyor who drew up the replat document and submitted application for the replat approval. Upon staff review of the replat document it was discovered that lot 31 was partially (north 37.5') owned by Mr. Pettis and partially owned (south 12.5') by a Deirdre Kay Pope, according to records obtained by the Tarrant Appraisal District. Mr. Pettis was notified that the adjoining property owner would need to be involved in the replat process for it to meet city ordinance or that he may request a waiver to the Subdivision Regulations. Mr. Pettis made the request for a waiver from the Subdivision regulation in writing. Staff sent Ms. Deirdre Kay Pope a letter informing her of the situation and requested her participation in the platting process. Staff received a letter from Linda Larned Pope, Deirdre Kay Pope's mother, advising us that Deirdre Pope was deceased. Ms. Larned Pope is disputing the property boundary of the shared lot.

The lot in question was illegally subdivided at some point in time. While the applicant is attempting to comply with the City's requirements for replatting the lot(s), the approval of a waiver and replat would create a legal non-conforming use. Further, according to the letter submitted by Ms. Linda Larned Pope the property boundary for a portion of the lot in question is under dispute. The Planning & Zoning recommended denial of the waiver request by a vote of 6-0.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY MAYOR PRO TEM WHITE TO DENY WAIVERS REQUEST FROM THE SUBDIVISION REGULATIONS AND DESIGN STANDARDS.

MOTION TO DENY CARRIED 7-0.

E. PUBLIC HEARINGS

E.1 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-09, A PROPOSED PRELIMINARY PLAT BEING ALL OF A 0.612-ACRE TRACT OF LAND LEGALLY KNOWN AS BLOCK 1, LOT(S) 4, 5, & 6, LAKE WORTH ADDITION AND ABSTRACT 188, TRACT(S) 2BBBB AND 2XXX, JOHN BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED PRELIMINARY PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, DJK FARM, COMMONLY KNOWN AS 7000 FOSTER DRIVE, LAKE WORTH, TEXAS. (CONTINUED FROM THE JANUARY 9, 2018 CITY COUNCIL MEETING). THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.

APPROVED

Mayor Bowen advised that the public hearing had been opened at the January 9, 2018 City Council meeting this was a continuation of that hearing. He called on Suzanne Meason to present the item.

Planning and Zoning Administrator Suzanne Meason summarized the item. This item was postponed from the January 9, 2018 City Council meeting. The Fort Worth Star Telegram inadvertently left the public hearing notification off their list of publications which is required by ordinance. The public hearing notification has since been published and the item is ready for consideration.

Mr. Kwon owns the properties on which a Retail Center has been approved, but the multiple properties must be replatted into one large lot prior to construction. This is the preliminary plat which must be approved and then the final plat (item E.2) will be heard as well. The Planning & Zoning Commission recommended approval of PS17-09 by a 6-0 vote.

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 closed the public hearing and called for the motion.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE PS17-09, ITEM E.1 AS PRESENTED.

MOTION TO APPROVE CARRIED 7-0.

E.2 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-10, A PROPOSED FINAL PLAT BEING ALL OF A 0.612-ACRE TRACT OF LAND LEGALLY KNOWN AS BLOCK 1, LOT(S) 4, 5, & 6, LAKE WORTH ADDITION AND ABSTRACT 188, TRACT(S) 2BBBB AND 2XXX, JOHN BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED FINAL PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, DJK FARM, COMMONLY KNOWN AS 7000 FOSTER DRIVE, LAKE WORTH, TEXAS. (CONTINUED FROM THE JANUARY 9, 2018 CITY COUNCIL MEETING). THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.

APPROVED

Mayor Bowen advised that the public hearing had been opened at the January 9, 2018 City Council meeting this was a continuation of that hearing. He called on Suzanne Meason to present the item.

Planning and Zoning Administrator Suzanne Meason summarized the item. This is the final plat of the previous agenda item E.1(PS17-09), which was also previously postponed at the January 9, 2018 City Council meeting. The Fort Worth Star Telegram inadvertently left the public hearing notification off their list of publications which is required by ordinance. The public hearing notification has since been published and the item is ready for consideration. The Planning & Zoning Commission recommended approval of the final plat by a 6-0 vote.

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 closed the public hearing and called for the motion.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER NARMORE TO APPROVE PS17-10, ITEM E.2 AS PRESENTED.

MOTION TO APPROVE CARRIED 7-0.

E.3 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PS17-11, A PROPOSED REPLAT BEING ALL OF A 0.56-ACRE PARCEL OF LAND KNOWN AS BLOCK 8, LOTS 31 (NORTH 37.5 FEET), 32, AND 33, INDIAN OAKS SUBDIVISION OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED REPLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 8, LOT 33R, INDIAN OAKS SUBDIVISION, COMMONLY KNOWN AS 3133 HURON TRAIL, LAKE WORTH, TEXAS. (CONTINUED FROM THE JANUARY 9, 2018 CITY COUNCIL MEETING). THE PLANNING & ZONING COMMISSION RECOMMENDED DENIAL BY A VOTE OF 5-1.

DENIED

Mayor Bowen advised that the public hearing had been opened at the January 9, 2018 City Council meeting. This is a continuation of that hearing and called on Suzanne Meason to present the item.

Planning and Zoning Administrator Suzanne Meason summarized the item. Since the waiver request was denied on item D.1, the replat no longer meets the requirements. Staff recommends denial.

Mayor Bowen closed the public hearing and called for the motion.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY MAYOR PRO TEM WHITE TO DENY ITEM E.3, DOES NOT MEET THE CITY REQUIREMENTS.

MOTION TO DENY CARRIED 7-0.

E.4 PUBLIC HEARING TO CONSIDER ORDINANCE NO. 1106, PLANNING & ZONING CASE NO. PZ17-11, AN AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE LAND USE PLAN FROM A ZONING DESIGNATION OF “LOW DENSITY RESIDENTIAL” TO A ZONING DISTRICT OF “MODERATE DENSITY RESIDENTIAL” FOR APPROXIMATELY 6.63 ACRES OF LAND, LEGALLY KNOWN AS BLOCK 13, LOTS 13-24, LAKE WORTH HEIGHTS SUBDIVISION; BLOCK 14, LOTS 1-18, LAKE WORTH HEIGHTS SUBDIVISION; AND BLOCK 16R, LOTS 39-43, LAKE WORTH HEIGHTS SUBDIVISION, LAKE WORTH, TARRANT COUNTY, TEXAS, BEING THAT ALL OF THE CERTAIN CALLED 6.63 ACRES RECORDED IN THE DEED RECORDS OF TARRANT COUNTY, TEXAS. THE PROPERTY TO BE CONSIDERED FOR RE-ZONING IS GENERALLY DESCRIBED AS 6.63 ACRES OF LAND LOCATED AT 3900-4020 RENCH ROAD, 3900-3917 CARIBOU TRAIL, AND 3901 PUEBLO TRAIL, LAKE WORTH, TEXAS. THE PLANNING & ZONING COMMISSION RECOMMENDED DENIAL BY A VOTE OF 5-1.

DENIED

Mayor Bowen announced that items E.4 and E.5 were related and would be presented together but voted on separately. Mayor Bowen opened the public hearings on items E.4 (PZ17-11) and E.5 (PZ17-12) and called on Suzanne Meason to present the items.

Planning and Zoning Administrator Susan Meason presented the item. Mr. Harlan Smith, President of Rockbiter Corporation submitted application for a change to the Comprehensive Land Use Plan for the noted properties. Future Land Use Map of the Comprehensive Land Use Plan must be amended to allow Mr. Smith's zoning change request. Mr. Smith currently has all the lots in question under contract for purchase, except for the two (2) Lake Worth ISD lots. The current property owners have signed an owner authorization form for him to apply for the change. The City of Lake Worth has made application for the Lake Worth ISD lot(s) so as to keep these lots in conformity with the others if the zoning change is approved. The Planning & Zoning Commission recommended denial of the amendment to the Future Land Use Map of the Comprehensive Land Use Plan by a 5-1 vote.

Mayor Bowen called on the applicant to the present the item.

Mr. Harold Smith, Rockbiter Corporation, 3950 Hockaday Drive, Dallas came forward. He presented a PowerPoint presentation on the development plan for Rench Road / Caribou Lake Worth Heights project. Mr. Smith is requesting a rezone approximately 35 lots from single family to moderate density. The project is estimated to be an \$11 million dollars investment within a two year turn around. The development would construct roads and utilities on the vacant properties which would be cumbersome to individual owners wishing to develop. Construction would consist of 70 town homes and 2 town home units on each available lot. The homes would be configured as a 3 bedroom, 2 ½ bath, 2 car garage units. These homes would range in size from 1,300sf to 1,600sf per side and would lease for \$1,500 to \$1,700 per month per side. There will also be smaller options of 3 bedroom, 2 ½ bath, 1 car garage and a 2 bedroom, 2 ½ bath, 1 car garage units. These would lease for \$1,400 to \$1,600 per month per side. The development will install water, sewer, curb gutter and concrete paving per city requirements. He was available to answer any questions Council may have.

Mayor Bowen called for anyone wishing to speak for or against the requests (item E.4 and E.5) to come forward.

Tammy Thomas, 3824 Pueblo, Lake Worth came forward. She is a long time resident and was in opposition of items E.4 and E.5. She would like the zoning to remain single family.

Justin Asher, 3921 Pueblo Trail, Lake Worth came forward. He is also is in opposition of the rezoning and development for items E.4 and E.5. He would like the zoning to stay single family and did not want to see a two-story townhome built behind his home, as he has family pool. He stated that in a few years these townhomes would become dilapidated due to renter and if maintenance was located out of state the property would not be kept.

Mike Branum, NAS Fort Worth JRB, came forward. Mr. Branum stated the Navy is also in opposition of items E.4 and E.5. After reviewing the development, the Navy discourages this type of development in the noise zone. More specially increasing the density by rezoning from single family to moderate.

Mayor Bowen advised that the following citizens did not wish to speak but wanted to go on record as being in opposition to the rezoning and development (items E.4 and E.5):

Debra A. VanSlyke, 3817 Pueblo Trail
John R. Thomas, 3824 Pueblo Trail
Christine Bradley, 3813 Pueblo Trail
Brad Bradley, 3813 Pueblo Trail
Martin Engelhardt, 3904 Pueblo Trail

There being no one else wishing to speak, Mayor Bowen closed the public hearings on items E.4 and E.5 and called for the motion.

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER FERGUSON TO DENY ITEM E.4, ORDINANCE NO. 1106.

MOTION TO DENY CARRIED 7-0.

E.5 PUBLIC HEARING TO CONSIDER ORDINANCE NO. 1107, PLANNING & ZONING CASE NO. PZ17-12, AN ORDINANCE AMENDING ORDINANCE NO. 500, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF LAKE WORTH, SO AS TO CHANGE THE ZONING DESIGNATION OF APPROXIMATELY 6.63 ACRES OF LAND, LEGALLY KNOWN AS BLOCK 13, LOTS 13-24, LAKE WORTH HEIGHTS SUBDIVISION; BLOCK 14, LOTS 1-18, LAKE WORTH HEIGHTS SUBDIVISION; AND BLOCK 16R, LOTS 39-43, LAKE WORTH HEIGHTS SUBDIVISION, LAKE WORTH, TARRANT COUNTY, TEXAS, BEING THAT ALL OF THE CERTAIN CALLED 6.63 ACRES RECORDED IN THE DEED RECORDS OF TARRANT COUNTY, TEXAS, FROM A ZONING DISTRICT OF "SF1" SINGLE FAMILY RESIDENTIAL TO "MD" – MODERATE DENSITY AND BY AMENDING THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGE. THE PROPERTY TO BE CONSIDERED FOR RE-ZONING IS GENERALLY DESCRIBED AS 6.63 ACRES OF LAND LOCATED AT 3900-4020 RENCH ROAD, 3900-3917 CARIBOU TRAIL, AND 3901 PUEBLO TRAIL, LAKE WORTH, TEXAS. THE PLANNING & ZONING COMMISSION RECOMMEND DENIAL BY A VOTE OF 5-1.

DENIED

The public hearing was opened, discussed and closed with item E.4.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY COUNCIL MEMBER SMITH TO DENY ORDINANCE NO. 1107.

MOTION TO DENY CARRIED 7-0.

F. PUBLIC WORKS

F.1 DISCUSS AND CONSIDER RESOLUTION NO. 2018-05, ADOPTION OF THE CITY OF LAKE WORTH WATER MASTER PLAN.

APPROVED

Kimley-Horn and Associates Engineer Andrew Simonsen presented a PowerPoint presentation. The PowerPoint included both water and waste water master plans (items F.1 and F.2). The Lake Worth City Council approved a contract with Kimley Horn and Associates to conduct and complete and comprehensive Water and Wastewater Mater Plan on May 9, 2017. The goal of the Master Plan was to develop a strategic plan that will allow the City to continue to serve customers and residents.

The Water Master Plan outlines a 10-year Capital Improvement Program (CIP). The plan establishes a program to eliminate all the cast iron water and mains less than 6-inches in diameter.

Water Master Plan highlights:

- Current water connection approximately 2,260 connections with anticipated growth at approximately 2,500 connections.
- Currently City uses approximately 345 gallons used per day per connection.
- Recommendations for capital improvement projects:

Project Name:	Project Cost
Shawnee Trail and Comanche Trail Water Line Improvements	\$836,000
Paul Meador 16" Water Line Improvements	\$366,000
Boat Club Road 12" Water Line Improvements	\$642,000
Azle Avenue 12" Water Line Improvements	\$982,000
Well Field Water Treatment Process	\$125,000
TOTAL	\$2,951,000

- Rehabilitation and Replacement program

The Sewer Master Plan outlines a 10-year Capital Improvement Program (CIP). The plan is centered around the rehabilitation of the wastewater system by reducing the inflow and infiltration and increasing the capacity of lift stations. The selection of these rehabilitation projects where chosen to eliminate the existing clay tile lines.

Wastewater Master Plan highlights:

- Current wastewater connections approximately 2,260 connections.
- 730,000 gallons per day wastewater produced on average.
- Approximately 325 gallons used per day per connection.
- Recommendations for capital improvement projects:

Project Name	Project Cost
I&I Study	\$100,000
Rehabilitation Projects – Year 1 <i>(remove clay tile lines)</i>	\$675,000
Rehabilitation Projects – Year 2 <i>(remove clay tile lines)</i>	\$374,000
Rehabilitation Projects – Year 3 <i>(remove clay tile lines)</i>	\$485,000
Rehabilitation Projects – Year 4 <i>(remove clay tile lines)</i>	\$586,000
Rehabilitation Projects – Year 5 <i>(remove clay tile lines)</i>	\$546,000
Edgemere Force Main and Pump Upgrade	\$351,000
Charbonneau Pump Addition	\$68,000
Rehabilitation Projects – Year 6 <i>(removing clay tile lines)</i>	\$431,000
Rehabilitation Projects – Year 7 <i>(remove clay tile lines)</i>	\$527,000
Rehabilitation Projects – Year 8 <i>(remove clay tile lines)</i>	\$528,000
Rehabilitation Projects – Year 9 <i>(remove clay tile lines)</i>	\$292,000
Rehabilitation Projects – Year 10 <i>(remove clay tile lines)</i>	\$412,000
TOTAL	\$5,375,000

A MOTION WAS MADE BY COUNCIL MEMBER FERGUSON, SECONDED BY MAYOR PRO TEM WHITE TO APPROVE RESOLUTION NO. 2018-05, ADOPTING THE CITY OF LAKE WORTH WATER MASTER PLAN.

MOTION TO APPROVE CARRIED 7-0.

F.2 DISCUSS AND CONSIDER RESOLUTION NO. 2018-06, ADOPTION OF THE CITY OF LAKE WORTH SEWER MASTER PLAN.

APPROVED

This item was presented and discussed with item F.1

A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE RESOLUTION NO. 2018-06, ADOPTING THE CITY OF LAKE WORTH SEWER MASTER PLAN.

MOTION TO APPROVE CARRIED 7-0.

G. GENERAL ITEMS

G.1 DISCUSS AND CONSIDER ORDINANCE NO. 1105, AMENDING THE FY 2017/2018 BUDGET FOR GENERAL FUND, STREET MAINTENANCE FUND AND THE ECONOMIC DEVELOPMENT CORPORATION.

APPROVED

Assistant City Manager/Finance Director Debbie Whitley summarized the item. A special election was held on November 7, 2017 with the voters passing a proposition to abolish the sales and use tax for the Street Maintenance Fund and the Economic Development Corporation. A budget amendment is required to reallocate the remaining Street Maintenance Fund sales tax revenue budget to the General Fund and to eliminate the budgeted Street Maintenance transfer to the General Fund for salary reimbursement. A budget amendment is also required to reallocate all remaining budgeted revenues and most expenses from the Economic Development Corporation to the General Fund, due to the dissolution of the Corporation. The budgeted Economic Development Corporation transfers to the General Fund will be eliminated with the budget amendment. The Economic Development Corporation unaudited fund balance as of September 30, 2017 is \$4,211,378. The current year activity for the fund is a surplus of \$206,786. Although these amounts are not included in this budget amendment, they will be transferred to the General Fund later in the year. Staff is awaiting completion of the FY 2017 audit to be sure no adjustments will be made to change these balances. Final amounts will be presented to the City Council at the budget workshop scheduled for March 23, 2018.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY COUNCIL MEMBER FERGUSON TO APPROVE ORDINANCE NO. 1105, AMENDING THE FY 2017-2018 BUDGET FOR GENERAL FUND, STREET MAINTENANCE AND THE ECONOMIC DEVELOPMENT CORPORATION.

MOTION TO APPROVE CARRIED 7-0.

G.2 DISCUSS AND CONSIDER RESOLUTION NO. 2018-03, ADOPTING THE CITY OF LAKE WORTH PERSONNEL AND ADMINISTRATIVE REGULATIONS MANUAL (PARM), TITLE II EFFECTIVE MARCH 1, 2018.

APPROVED

City Manager Stacey Almond summarized the item. The Personnel and Administrative Regulations Manual (PARM), Title II was distributed in January 2018 to the City Council for recommendations and comments regarding the proposed PARM, Title II. The proposed changes throughout the PARM will provide for more effective operations within the City. The most significant changes and additions, and those affecting the annual budget, are listed below.

Significant changes/additions to the regulations:

- a. **Chapter 1, Incident Notification.** This Chapter puts in place regulations about incidents that occur that effect the public and establish procedures for communication with the public.
- b. **Chapter 2, Business Travel.** Cities employees are required to travel and attend training this policy outlines additional guidelines and requirements. Most convenient it standardizes the travel with US General Services Administration (GSA) and allows for increase and/or decreases based upon GSA standards and travel areas.
- c. **Chapter 3, Vacation Buy-back.** The purpose of this policy is to all for an annual vacation buy-back, provided as an optional benefit, subject to budgetary constraints, for employees who elect to convert accrued vacation in to a cash value (only available for up to 40 hours).
- d. **Chapter 6, Certification Pay** - This policy is to establish guidelines and create additional opportunities for compensation based upon training. The maximum allowable certification pay is \$100. Each eligible certification is worth \$25. Certification list will be reviewed periodically and updated when necessary.
- e. **Chapter 9, Purchasing Policy.** Updates to this policy simplify and clarify laws governing purchasing by the city. At the same time providing consistency and increase public confidence in the purchasing process.
- f. **Chapter 11, Vehicle and Equipment Replacement Policy.** This policy provides parameters for identifying and funding vehicle and motorized equipment replacements, whose acquisition costs exceed \$15,000 by the end of their specified economic lives.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY MAYOR PRO TEM WHITE TO APPROVE RESOLUTION NO. 2018-03, ADOPTING THE CITY OF LAKE WORTH PERSONNEL AND ADMINISTRATIVE REGULATIONS MANUAL (PARM), TITLE II EFFECTIVE MARCH 1, 2018.

MOTION TO APPROVE CARRIED 7-0.

G.3 DISCUSS AND CONSIDER ORDINANCE NO. 1108, CREATING A CHARTER COMMISSION AND APPROVING A CHARGE AND GUIDELINES FOR THE CHARTER COMMISSION.

APPROVED

City Manager Stacey Almond presented the item. The Lake Worth Home Rule Charter was originally adopted in 1965. It has subsequently been amended three (3) times, most recently in 2008. Per Section 9.05, the City Manager shall, at least once every five (5) years, review the Charter and make recommendations to the City Council for proposed Charter amendments.

The City Council is being asked to approve an ordinance creating a Charter Commission and guidelines to begin the process. Charter recommendations shall be presented to the City Council for review. All amendments to the Charter shall be submitted to the voters of the City in the manner provided by State law.

Timeline for review and proposed amendments to City Council:

- Feb. 13, 2018 Approval of Ordinance creating Commission, charge and guidelines.
- Mar. 13, 2018 Appointment of Charter Commission (selected by City Council)
- Apr.-Nov. 2018 Commission and Staff review of Charter
- Dec. 1, 2018 Commission review complete (forward recommendations to CC)
- Dec. 11, 2018 City Council reviews proposed amendments
- Jan. 8, 2019 City Council calls election
- May 4, 2019 Election Day

The City Manager, Assistant City Manager and City Attorney are ex-officio, non-voting members of the Charter Commission. The City Secretary is designated to record and take minutes of all Charter Commission meetings.

A MOTION WAS MADE BY COUNCIL MEMBER PARSLEY, SECONDED BY COUNCIL MEMBER FERGUSON TO APPROVE ORDINANCE NO. 1108, CREATING A CHARTER COMMISSION AND APPROVING A CHARGE AND GUIDELINES FOR THE CHARTER COMMISSION.

MOTION TO APPROVE CARRIED 7-0.

G.4 DISCUSS AND CONSIDER RESOLUTION NO. 2018-04, APPOINTING MEMBERS TO THE ANIMAL SHELTER ADVISORY COMMITTEE PLACES 1, 2, 3, 4 AND 5.

APPROVED

Building and Development Director Barry Barber presented the item. The Animal Shelter Advisory Committee was recently created when Chapter 2 Animal Care and Control of the Lake Worth Code of Ordinances was repealed and replaced with Ordinance No. 1089, adopted July 11, 2017. Since this Committee is being created all members must be initially appointed to serve. Per Article 2.1700 of Chapter 2, members shall be appointed to the committee by majority vote of the City Council and shall consist of five (5) members serving two (2) year terms. Places 1, 3, and 5 expiring on October 1st of odd-numbered years and Places 2 and 4 expiring on October 1st of even-numbered years. Members shall consist of at least at least one (1) licensed veterinarian, one (1) municipal official, one (1) person whose duties include the daily operation of an Animal Shelter, one (1) representative from an animal welfare organization, and one (1) Lake Worth citizen.

<u>Appointments for consideration:</u>		<u>Term expiring:</u>
Barry Barber	Place 1	October 1, 2021
Felicia Bratcher	Place 2	October 1, 2020
Rosemary Lindsey	Place 3	October 1, 2021
Sandy Shelby	Place 4	October 1, 2020
Cessa White	Place 5	October 1, 2021

A MOTION WAS MADE BY COUNCIL MEMBER FERGUSON, SECONDED BY COUNCIL MEMBER STUARD TO APPROVE RESOLUTION NO. 2018-04, APPOINTING BARRY BARBER TO PLACE 1, ROSEMARY LINDSEY TO PLACE 3 AND CESSA WHITE TO PLACE 5 OF THE ANIMAL SHELTER ADVISORY COMMITTEE WITH TERM EXPIRING OCTOBER 1, 2021 AND APPOINTING FELICIA BRATCHER TO PLACE 2 AND SANDY SHELBY TO PLACE 4 OF THE ANIMAL SHELTER ADVISORY COMMITTEE WITH TERM EXPIRING OCTOBER 1, 2010.

MOTION TO APPROVE CARRIED 7-0.

G.5 DISCUSS AND CONSIDER ACCEPTANCE OF THE 2017 RACIAL PROFILING REPORT.

APPROVED

Police Chief Corry Blount summarized the item. The Texas Code of Criminal Procedure, Article 2.134 Compilation and Analysis of Information Collected, requires law enforcement agencies to collect specific data on traffic stops, and report that data to the Texas Commission on Law Enforcement (TCOLE) and their governing body on an annual basis. The TCOLE report is due no later than March 1 of each year. While no timetable is established for council reporting, the report has traditionally been provided in February. The report indicates that the department claims partial exemption in reporting, since we regularly capture traffic stops on video camera. Videos are then stored for a minimum of 90 days, as required by Section 2.13(a) of the CCP. The report further details the number

of stops resulting in arrest, citation, or both, break down the race or ethnicity of drivers stopped, whether race or ethnicity was known prior to the stop, whether a search was conducted, and the number of searches that would be considered as consensual. No analysis of the data is required, and none is provided in the report. The department received no racial profiling complaints in 2017.

A MOTION WAS MADE BY COUNCIL MEMBER NARMORE, SECONDED BY MAYOR PRO TEM WHITE TO ACCEPT THE 2017 RACIAL PROFILING REPORT.

MOTION TO ACCEPT CARRIED 7-0.

G.6 DISCUSS AND CONSIDER THE PURCHASE OF A 2018 FORD TAURUS SEDAN FOR THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$30,000.

APPROVED

Police Chief Corry Blount presented the item. After a review of the Police Department's patrol and unmarked fleet, it was determined that the vehicle assigned to the Chief of Police was no longer serviceable and has exceeded the requirements of the proposed Vehicle Replacement Policy. The current CCPD funded vehicle is a 2005 Ford Crown Victoria that has 152,000+ miles and has exceeded its useful life. The additional expense of \$30,000 would increase the current budgeted deficit from \$27,437 to \$57,437. Staff will be reviewing the existing administration and salary transfer from CCPD to General Fund (totaling \$176,000 annually) which may be reduced to offset the current \$57,000 deficit in its entirety. The Police Department would like to request its replacement.

A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER FERGUSON TO APPROVE THE PURCHASE OF A 2018 FORD TAURUS SEDAN FOR THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$30,000.

MOTION TO APPROVE CARRIED 4-3, WITH COUNCIL MEMBERS FERGUSON, STUARD, NARMORE AND MAYOR PRO TEM WHITE VOTING IN FAVOR AND COUNCIL MEMBERS SMITH, PARSLEY AND HILL VOTING AGAINST.

H. MAYOR AND COUNCIL ITEM(S)

H.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 Community Development Report(s):

1. Announcement of Easter Egg Hunt

Library Director and Community Services Lara Strother announced the Lake Worth Community Easter Egg Hunt will be on March 24, 2018 at the Multi-Purpose Facility, 7005 Charbonneau Road, Lake Worth, Texas 76135, from 10:00 a.m. to 12 noon. There will be 4,000 Easter eggs for the children to hunt and a few lucky winners will win a bicycle which has been provided by Walmart. There will also be an Easter Bunny, face painting, animal petting zoo, cotton candy and Animal Control will be holding pet adoptions onsite.

I.2 Building and Development Report(s):

1. Update on Land Use Comprehensive Plan

Building and Development Director Barry Barber announced the City of Lake Worth will be holding a public input Town Hall meeting on the 2035 Land Use Comprehensive Plan on Tuesday, February 27, 2018 at the Multi-Purpose Facility, 7005 Charbonneau Road, Lake Worth, TX 76135, at 6:00 p.m. The plan will be considered for adoption by the Planning and Zoning Commission and City Council in April.

I.3 Public Works Report(s):

1. Update on City Projects

Public Works Director Sean Densmore updated the Council on the status of the following projects:

- 43rd CDBG project – project will be advertised on February 14th and 26th and bid opening will be on March 7th at 10:30 a.m., at the Tarrant County Offices on University.
- Coleson's Frog 5k – April 28th, visit www.ATHLETE360.com to register.
- Sanitary Sewer Project – all the lines are complete. A final walk through will take place in the next two weeks.
- Charbonneau Lift Station – A final walk through has been completed and our punch list has been sent to the contractor for his review.
- Parks Master Plan – on January 30th, the City held a public input Town Hall meeting with approximately 40 people in attendance. There was good feedback from the citizens. For those that could not attend, there is a Parks survey link on the city's website and on Facebook for public input on the parks system. The final proposal should be complete by March with final Council approval in May.
- TCEQ – all violations have been addressed and information correcting the violations has been sent to TCEQ. The Water and Wastewater Master Plans approved tonight will also be sent to TCEQ.

I.4 Fire Department Report(s):

1. Update on Training, CPR, Status Boards, vehicle computers and AFG Grant for SCBAs.

Fire Chief Mike Christenson updated Council on the following:

- Training – Fire Department did SCBA training and participated in Cancer Awareness with City of Fort Worth. Fire also did a 4-hours Life Fire Training with the City of Azle at Tarrant County College
- Kudos – on January 22nd, Fire and Rescue Shift C responded to an individual in cardiac arrest at one of the local gas stations. The crew performed CPR on the way to the ER and the gentleman was saved. Fire has since seen the gentleman out and about in Lake Worth.
- Tarrant County Fire Dispatch – The city has four (4) status boards for the fire station, three (3) are currently working but the fourth is being worked on. The screens have call history and some additional features that help us with our daily job. It helps track where everyone is and the response time when on a call. Staff is waiting on some parts to come in to get all the computers up and running for the vehicles.
- Grant – on February 2nd, Fire applied for a AFG grant. The grant will allow us to get 16 SCBA's air packs (32 bottles and 22 face packs). Fire hopes to get the grant and the cost share will be a minimal of 5-10%.
- Radios – the new radio system is working great. All channels have been clear and has been a great tool for us. There have been no drop calls.

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 result of Executive Session.

K. ADJOURNMENT

Mayor Walter Bowen adjourned the meeting at 8:03 p.m.

APPROVED

By: _____
Walter Bowen, Mayor

ATTEST:

Monica Solko, City Secretary