

**MINUTES OF THE REGULAR MEETING OF THE CITY OF DALWORTHINGTON GARDENS, TEXAS, CITY COUNCIL HELD ON JUNE 17, 2021 AT 6:30 P.M. IN THE COUNCIL CHAMBERS, 2600 ROOSEVELT DRIVE, DALWORTHINGTON GARDENS, TEXAS.**

**WORK SESSION – 6:30 P.M.**

**1. CALL TO ORDER**

Mayor Bianco called the meeting to order at 6:30 p.m. with the following present:

**Members Present:**

Laura Bianco, Mayor  
John King, Alderman, Place 1  
Steve Lafferty, Alderman, Place 2  
Cathy Stein, Alderman, Place 3  
Ed Motley, Mayor Pro Tem; Alderman, Place 4  
Joe Kohn, Alderman, Place 5 (joined by phone at 7:16 p.m.)

**Staff Present:**

Lola Hazel, City Administrator  
Greg Petty, DPS Director  
Kay Day, Finance Director

**2. WORK SESSION**

The following items were discussed in the work session.

- a. Discussion regarding renovations for the DPS complex.
- b. Discussion regarding changes to the City of Dalworthington Gardens Code of Ordinances, Article 5.02, Fire Code, to add language for possible revocation of certificate of occupancy for failure to pay annual fire inspection fees.

**REGULAR SESSION – 7:00 P.M.**

**1. CALL TO ORDER**

Mayor Bianco called the meeting to order at 7:00 p.m. with the following present:

**Members Present:**

Laura Bianco, Mayor  
John King, Alderman, Place 1  
Steve Lafferty, Alderman, Place 2  
Cathy Stein, Alderman, Place 3  
Ed Motley, Mayor Pro Tem; Alderman, Place 4  
Joe Kohn, Alderman, Place 5 (joined by phone at 7:16 p.m.)

**Staff Present:**

Lola Hazel, City Administrator  
Greg Petty, DPS Director  
Kay Day, Finance Director

**2. INVOCATION AND PLEDGES OF ALLEGIANCE**

Konstantin Maslenikov, Salvation Army, gave the invocation. Pledges were said.

### 3. ITEMS OF COMMUNITY INTEREST

The following items were presented.

- **Ice Cream Social – July 17, 2021**
- **Day with the Law – September 25, 2021, 10a-2p**
- **National Night Out – October 5, 2021**

### 4. CITIZEN COMMENTS

None.

### 5. MAYOR AND COUNCIL COMMENTS

**Mayor Bianco:** Asked everyone to keep Joe Kohn’s family in their prayers for a loss in his family.

**John King:** Spoke to the recent hot weather.

**Steve Lafferty:** Echoed Mr. King’s comments about the weather.

**Cathy Stein:** Informed everyone about the upcoming Ice Cream Social on July 17 at 7 p.m., and the shade structure ribbon cutting taking place at that same time.

**Ed Motley:** Asked staff to be careful because of the hot weather we’re having.

Joe Kohn did not join the meeting until later at 7:16 p.m.

### 6. DEPARTMENTAL REPORTS

- a. **DPS Report**
- b. **Financial Reports**
- c. **City Administrator Report**

Departmental reports presented.

### 7. CONSENT AGENDA

- a. **Approval of Ordinance No. 2021-05 to ratify changes to the City of Dalworthington Gardens Code of Ordinances, Chapter 14, Zoning, regarding regulations for accessory structures.**
- b. **Approval of Resolution No. 2021-18 to ratify changes to the City Condolence and Congratulations Policy by increasing the maximum allowed value to \$200.00 for flowers or donations.**
- c. **Approval of revised quote for purchase of a shade structure for the Gardens Park playground in the amount of \$14,223 to be funded by donations received by the city.**
- d. **Approval of Resolution No. 2021-19 approving the City Fee Schedule.**
- e. **Approval of Ordinance No. 2021-06 approving budget amendments for FY 2020-2021.**
- f. **Approval of May 19, 2021 special meeting minutes.**

- g. Approval of May 20, 2021 regular meeting minutes.**
- h. Approval of May 26, 2021 special meeting minutes.**
- i. Approval of Resolution No. 2021-20 approving an amendment to the budgeting process to add a review of first quarter expenses in April of each year.**

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve the Consent Agenda items except for items 7d. and 7i. which were pulled off for individual discussion.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

Council Member Joe Kohn was absent for this item.

## **8. REGULAR AGENDA**

- a. Presentation of award from the Salvation Army for the Mayoral Red Kettle Challenge.**

Konstantin Maslenikov with the Salvation Army presented awards to the City of Dalworthington Gardens for efforts in the Mayoral Red Kettle Challenge.

- b. Receive presentation from Specialized Public Finance Inc. on financing plan for the issuance of bonds.**

Background information on this item: Specialized Public Finance Inc. (SPFI) attended the meeting to provide a financing plan for the issuance of bonds.

No action was taken.

- c. Discussion and possible action to select a firm for auditing services.**

*Council Member Joe Kohn arrived during this item.*

Background information on this item: Staff solicited proposals from qualified firms for professional auditing services. Two personal invitations were sent out for firms to bid, and a notice was published in the newspaper as well. Staff received two proposals, BrooksWatson and Snow Garrett Williams. In your packet, you will see the scoring criteria from the proposal document as well as scoring of the two firms. Staff recommends to continue using BrooksWatson to provide auditing services for the city.

A motion was made by Council Member Cathy Stein and seconded by Council Member Steve Lafferty to select BrooksWatson to provide auditing services for the city in the amount of \$18,000.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

- d. Discussion and possible action regarding Project #2020-01, the new City Hall building, to include but not limited to any change order approval.**

Background information on this item: This is a recurring item for the city hall project.

Council discussed bollards and a “knee wall” for the building.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve the purchase of bollards to include shipping charges and approve the purchase of a knee wall.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**e. Discussion and possible action to provide feedback on renovations to the DPS complex.**

Background information on this item: The purpose of this item is to gain feedback from council on potential improvements/renovations to the existing city hall building, which is to become the DPS building/complex.

No action was taken.

**f. Discussion and possible action to reclassify a park donation into the appropriate account to be used towards a future park grant.**

Background information on this item: In 1990, a donation was received for \$20,000 for, from what staff can ascertain, was to be used for the park, and more specifically, for playground equipment. At some point, the donation was placed in a restricted account, and only the interest was used for park expenses. From the research conducted, it appears the donation can be pulled from the restricted account. The Park Board is working to apply for a grant to replace playground equipment for 5-12 age groups. This \$20,776.52, which is the donation plus interest, can be used for the city's match of the grant. Staff is requesting council's approval to move the donation to a fund to be earmarked for the playground grant.

You will notice the donor name is redacted from documents in your packet. Because the original donor letter implies the donation was to be anonymous, staff is redacting the name to keep it that way. Staff found the 1990 donor letter in the minutes and the resolution creating a policy for park donations. The Playground Report Update was provided by Council Member Stein. Then, the minutes from January 19, 2006 and Resolution 06-05 are provided to show the Playground Report Update is associated with action council took after receiving it.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to reclassify a park donation in the amount of \$20,776.52 into the appropriate account to be used towards a future park grant.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**g. Discussion and possible action to approve an expense not to exceed \$2,000 for the City Hall grand opening.**

Background information on this item: The purpose of this item was to request money to expend on the City Hall grand opening event.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve \$2,000 for the City Hall grand opening.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**h. Discussion and possible action regarding changes to the City of Dalworthington Gardens Code of Ordinances, Article 5.02, Fire Code, to add language for possible revocation of certificate of occupancy for failure to pay annual fire inspection fees.**

Background information on this item: Section 5.02.006(5) of the city's ordinances provides the authority for collection of fees for annual fire inspections. However, there is no mechanism in place to compel payment of these fees. Staff is requesting to add language to allow revocation of certificate of occupancies for failure to pay said fees. Staff currently has a process in place where multiple invoices/notices are sent for payment of fire inspection fees. If this language is added to the ordinances, it would either be added to the invoice or sent on an additional notice prior to any revocation taking place. Then, any revocation would require notification to the DPS Director and/or City Administrator prior to taking place. Revocation would be an absolute last resort.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to direct staff to bring back suggested ordinance changes incorporating a step scale for fees, looking at penalty phases for them to include delinquency fees and finally revocation.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**i. Discussion and possible action regarding Project #2021-02, the Tarrant County Community Development Block Grant program for Ambassador Row, to include but not limited to any change order approval.**

Background information on this item: This will be a recurring item for Project #2021-02, the 47<sup>th</sup> Year CDBG project for Ambassador Row.

This item was not needed.

**j. Discussion and possible action regarding amendments to the FY 2020-2021 budget in amounts not to exceed \$10,000.00.**

Background information on this item: This is a standing agenda item that will appear on all future agendas. The idea is provide an item whereby staff can discuss needs that come up after the agenda posting deadline. These would only be items that, without council approval, would otherwise put operations on hold.

This item was not needed.

**k. Approval of Resolution No. 2021-19 approving the City Fee Schedule.**

*This was item 7d on the Consent Agenda and pulled off for individual discussion.*

Background information on this item: City Council approved Ordinance No. 2020-06 on August 20, 2020 which removed the Fee Schedule from the Code of Ordinances and allowed revisions to be approved by resolution. Since staff has reviewed the Fee Schedule for 2021 during the budget prep process, it is now being presented for approval by resolution. In the future, if changes are suggested, the fee schedule would be approved by a resolution each time changes are made.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to remove contract fees in Section A3.001 as approved in Ordinance 2020-06, and to change all resident rates park rental fees to \$15.00.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**l. Approval of Resolution No. 2021-20 approving an amendment to the budgeting process to add a review of first quarter expenses in April of each year.**

*This was item 7i on the Consent agenda and pulled off for individual discussion.*

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to change the language added from a “quarterly review” being conducted in April of each year to a “mid-year review”.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, Motley, and Kohn

Nays: None

**9. TABLED ITEMS**

**a. Discussion and possible action regarding consideration of bond requirements for oil and gas drilling.**

This item was not addressed or pulled from the table.

**10. FUTURE AGENDA ITEMS**

Council was informed about the cancellation of the Comp Plan meeting for June 24, 2021.

**11. ADJOURN**

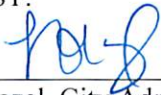
The meeting was adjourned at 8:08 p.m.

CITY OF DALWORTHINGTON GARDENS:



Laurie Bianco, Mayor

ATTEST:



Lola Hazel, City Administrator/City Secretary