

**MINUTES OF THE REGULAR MEETING OF THE CITY OF DALWORTHINGTON GARDENS, TEXAS, CITY COUNCIL HELD ON JULY 15, 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 until 7:14 p.m.)

**Staff Present:**

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

**2. WORK SESSION**

**a. Capital Improvement Plan scope of work and quote.**

This item was discussed in work session.

**b. Curved street definition**

This item was not addressed

*At this time, Arlington Classics Academy (ACA) student, Aaron Scott, ran the meeting as acting mayor. Mr. Scott was awarded 'Mayor of the Day' at an ACA auction contest.*

**REGULAR SESSION – 7:00 P.M.**

**1. CALL TO ORDER**

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

**Members Present:**

Aaron Scott, Acting Mayor  
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 until 7:14 p.m.)

**Staff Present:**

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

## 2. INVOCATION, AND PLEDGES OF ALLEGIANCE

Mayor Bianco gave the invocation. Pledges were said.

## 3. ITEMS OF COMMUNITY INTEREST

The following items were presented.

- **Ice Cream Social and Shade Structure Ribbon Cutting – July 17, 2021, 6:30-8:30p**
- **Day with the Law – September 25, 2021, 10a-2p**
- **National Night Out – October 5, 2021**

## 4. CITIZEN COMMENTS

1. **Michael Henderson, 2815 Roosevelt Drive:** spoke to surface water drainage issues occurring at his home over the years.

## 5. MAYOR AND COUNCIL COMMENTS

**Mayor Bianco:** Expressed appreciation of city staff on the budget. Spoke to this year's budget process being challenging and thanked Chief Petty, Finance Director Kay Day, and City Administrator Lola Hazel for efforts on preparing budget documents for City Council. Thanked the Historical Committee for putting together the city's ice cream social event.

**John King:** Thanked Aaron Scott for running the meeting as Acting Mayor.

**Steve Lafferty:** Echoed comments from Council Member King.

**Cathy Stein:** Applauded Aaron Scott for learning the ropes of being a mayor. Invited everyone to the city's ice cream social event taking place on July 17.

**Ed Motley:** None.

**Joe Kohn:** None.

## 6. DEPARTMENTAL REPORTS

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

Department Reports were presented.

## 7. CONSENT AGENDA

- a. **Re-approval of Ordinance No. 2021-06 approving budget amendments for FY 2020-2021, correcting an error found after the June 17, 2021 meeting approval.**
- b. **Approval of Ordinance No. 2021-07 approving budget amendments for FY 2020-2021.**
- c. **Approval of June 17, 2021 regular meeting minutes.**
- d. **Approval of final quote from Precision Auto for \$2,733.10 for repair of a public works vehicle.**

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Joe Kohn to approve the Consent Agenda.

Motion carried by the following vote:

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

Nays: None

## 8. REGULAR AGENDA

- a. **Consider approval of Ordinance No. 2021-08 authorizing the issuance and sale of City of Dalworthington Gardens, Texas General Obligation Bonds, Series 2021; levying an annual ad valorem tax and providing for the security for and payment of said Bonds; approving an Official Statement; and enacting other provisions relating to the subject.**

Background information on this item: Specialized Public Finance Inc. (SPFI) attended the Council Meeting to direct council through approval of an ordinance authorizing issuance and sale of GO bonds.

A motion was made by Mayor Pro Ted Ed Motley and seconded by Council Member Steve Lafferty to approve Ordinance No. 2021-08 authorizing the issuance and sale of City of Dalworthington Gardens, Texas General Obligation Bonds, Series 2021; levying an annual ad valorem tax and providing for the security for and payment of said Bonds; approving an Official Statement; and enacting other provisions relating to the subject.

Motion carried by the following vote:

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

Nays: None

- b. **Discussion and possible action regarding adding a definition of “curved street” to the City of Dalworthington Gardens Code of Ordinances, Chapter 10, Subdivision Regulation, as it relates to platting.**

Background information on this item: City Council directed staff to come back with a definition of “curved street” as it relates to platting. The city engineer is providing a definition for council consideration.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to amend Chapter 10 of the city Code of Ordinances to delete the requirement for curvilinear street, add appropriate minimum radius of 350, create definition for lots to be measured at building line for cul de sacs and knuckles, and to have these new regulations apply to all plats moving forward.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

*Joe Kohn left the meeting at 7:14 p.m.*

- c. **Discussion and possible action to approve a scope of work for Capital Improvement Plans for streets, water, sanitary sewer, and storm sewer.**

Background information on this item: City Council directed staff to obtain quotes for capital improvement plans to cover water, sewer and streets. Staff also requested an additional one for storm water based on known flooding concerns on the north side of the city affecting Clover Lane and Texas Drive. The city engineer has broken out costs so council knows what each area costs, and council can choose to change the scope of work. These costs and services will provide the city with plans and data to better plan improvements in many areas, and also better plan during the budgeting process.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to table this item to the August 19, 2021 Council Meeting.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

*At this time, Mayor Bianco resumed running the meeting.*

**d. Discussion and possible action regarding submittal of a grant application for conversion of city facility lighting to LED lights.**

Background information on this item: The State Energy Conservation Office (SECO) has issued a request for applications for conversion of lighting to LED. SECO is encouraging small municipalities to apply. If the city is successful in receiving grant funds, a 20% match is required. Grant funds are to be expended by August 31, 2022 which means the grant would need to be planned for the 2021-2022 budget year.

Staff is currently working on obtaining a quote to retrofit all city facility lighting to LED. With the quick turnaround time from when the grant was released to when information is to go in the packet, staff does not have the quote in time to place in the packet.

A motion was made by Council Member Cathy Stein and seconded by Council Member Steve Lafferty to direct staff to apply for a grant for conversation of LED lights, understanding we will have a 20% match on grant, pending discussion on marquee if we go different direction on marquee.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**e. 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: Several quotes are being presented. All are verbal except for the camera quote.

Cameras: A quote is being presented for cameras in the amount of \$6,897, and, not listed in the quote, one addition data plug (\$250) that was not included in the original plan. Staff is requesting approval so cameras can be installed at the new city hall building. The additional plug was discussed internally some time ago, but staff was waiting on this quote before presenting everything to council.

Door lock/key changes: A quote is being presented for \$5,500 that covers the following:

1. To rekey the entire building (building needs to be rekeyed to a master locking system for security purposes and for emergency service access.)
2. To add a hard lock/electronic lock on door 102B (This door has a push bar system with no locking ability. Thus, no electronic lock would work at this location. Staff would like to add a hard lock and also add the electronic lock at the same time to save costs. Council approved this door to be considered for a future electronic lock, so wiring is already in place. The door could remain unlocked when the chambers is occupied, but locked at other times to provide more security.)
3. To add an electronic lock on the front door (when planning the master key lock system, staff discovered some management challenges with renting out the council chambers for events. An electronic card system would allow issuance of a temporary card for building access versus a hard key)

Door Replacement of 106A: A quote is being presented to replace door 106A in the amount of \$2,000 with a solid metal door. The existing door could be used for DPS building renovations and thus not wasted. Staff is looking for a more secure way to prevent entry into the staffing area. Staff asked about retrofitting the existing door to replace the glass with a solid piece, but the cost is the same as replacement and isn't secure.

Door Retrofit of 120A: A quote is being presented to retrofit door 120A to replace the glass with a solid piece. The contractor is still working with his sub on a price for this but estimated \$1,000. Again, a solid door would provide more security than the glass piece currently in the door.

Marquee and Electrical Pole: Council Member Stein requested a discussion item regarding a new electrical marquee for city hall. This would replace the existing marquee in the park. The quote staff received in 2019 was approximately \$40,000. The building committee has also discussed replacing the electrical pole with underground electrical. Staff is still working on a quote for this. The quote staff received in 2020 was approximately \$30,000.

Landscaping Cost Update: More information is being provided on landscaping costs you will see in the cost spreadsheet. Council approved landscaping costs at the March 18 meeting, but there was a mistake in the way costs were presented. Staff initially thought there was an allowance in the contract for landscaping when those costs were, in fact, planned in the contract and not an allowance. So, the \$7,000 for landscaping is in addition to RJM contract.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to direct staff to obtain a quote for 4K cameras instead of 1080p; and approve the items: adding electronic lock to front doors of building, adding an electronic lock to the council chamber doors, changing out both doors 103B and 120A with solid doors, adding a monitoring station at 103B to see who is coming/going through door, and to approve rekeying the building with a master key system.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

**f. Discussion and possible action regarding a sick leave donation policy.**

Background information on this item: Council directed staff to prepare a sick leave donation policy. The policy is now being presented for council consideration.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Steve Lafferty to approve a sick leave policy with the following changes: change increments of allowed donated time to one hour, and change leave to only be applied to hours as they are used instead of applying a bulk amount of time to an employee's account when it may not be used as initially intended.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

**g. Discussion and possible action to approve Resolution No. 2021-21 making a revision to Section I.(B)(2) of the Comprehensive Financial Policy to reflect procedures for monthly budget amendment presentation and mid-year budget reviews.**

Background information on this item: A change is being presented to the Comprehensive Financial Policy to reflect council's desire to hold mid-year budget reviews and the process of presenting budget amendments monthly.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Steve Lafferty to approve Resolution No. 2021-21 making a revision to Section I.(B)(2) of the Comprehensive Financial Policy to reflect procedures for monthly budget amendment presentation and mid-year budget review, and to change language to "a mid-year budget evaluation..." instead of as presented for that sentence.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

**h. Discussion and possible action to approve a quote for repair of the city park fountain and waterfall.**

Background information on this item: Staff is presenting quotes to fully repair the fountain and waterfall in the city park pond, which will require replacement of motors and cabling. Staff was initially told replacement of the entire fountain would be necessary but has since learned part replacement is all that is needed.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve a quote in the amount of \$4,717.72 for repair of the city park fountain and waterfall.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**i. Discussion and possible action to move remaining shade structure donations into the appropriate account to be used towards a future park grant.**

Background information on this item: At the June council meeting, Council approved purchase of a shade structure in the amount of \$14,223. The fundraiser for the structure exceed that amount, and citizens who donated were informed that any excess funds may be used for other playground needs. Staff would like to move the excess of \$11,045.75 into a grant fund account to be earmarked for the city’s match of the playground grant the park board is working towards.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to move remaining shade structure donations into the appropriate account to be used towards a future park playground grant.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**j. Discussion and possible action on the purchase of a 12 AEDs, Artic Fill Station, Desktop Computers, Multi-Mission Gear, Bunker Gear Extractor and Dryer.**

Background information on this item: DPS is requesting to purchases new equipment. All the items excluding the Bunker Gear extractor and dryer are items requested in the 2021-2022 budget year, but would be purchased this year with surplus funds this year.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve the purchase of 2 AEDs, artic fill station, desktop computers, multi-mission gear, bunker gear extractor and dryer for the department of public safety.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**k. Discussion and possible action to discuss budget processes and work session calendar for the FY 2021-2022 City Budget.**

Background information on this item: Budget work session dates will need to change in order to allow staff time to properly plan revenue for next year’s budget. With the amount of property tax protests this year, accurate revenue projections are not possible until the July 25 certification date is reached. Staff would like to move budget work sessions until after July 25. Staff proposes the first work session to take place the week of August 2 to accommodate the Mayor’s return from vacation.

A motion was made by Council Member John King and seconded by Council Member Steve Lafferty to approve changing budget work session dates to August 3 at 6 pm and August 5 at 6 pm.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**l. 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.**

Item not addressed.

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

Chief Petty presented an item for Motorola APX radios in the amount of \$5,025.25.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to approve the purchase of Motorola APX radios in the amount of \$5,025.25.

Motion carried by the following vote:  
Ayes: Members King, Lafferty, Stein, and Motley  
Nays: None

**9. TABLED ITEMS**

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

Item not pulled from the table or discussed.

**10. FUTURE AGENDA ITEMS**

**a. Accessory structure ordinance**

**11. EXECUTIVE SESSION**

Mayor Bianco informed Council this item was not ready to discuss as budget numbers were not ready. She informed Council this item would be moved to one of the work session dates for discussion.

**a. Recess into Executive Session pursuant to Government Code Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: discussion of raises for the City Administrator and DPS Director**

**b. Reconvene into Regular Session for discussion and possible action on raises for the City Administrator and DPS Director.**

**12. ADJOURN**

The meeting was adjourned at 9:26 p.m.

CITY OF DALWORTHINGTON GARDENS:

  
\_\_\_\_\_  
Laurie Bianco, Mayor

ATTEST:



\_\_\_\_\_  
Lola Hazel, City Administrator/City Secretary