

**City of Dalworthington Gardens  
City Council Meeting Minutes  
October 17, 2019**

**WORK SESSION – 6:05 P.M.**

Mayor Bianco called the meeting to order at 6:05 p.m. with the following present:

**Members Present:**

Laura Bianco, Mayor  
Mark McGuire, Alderman, Place 1  
Guy Snodgrass, Alderman, Place 2  
Cathy Stein, Alderman, Place 3  
Ed Motley, Mayor Pro Tem; Alderman, Place 4

**Members Absent:**

Joe Kohn, Alderman, Place 5

**Staff Present:**

Lola Hazel, Interim City Administrator  
Greg Petty, DPS Director  
Kay Day, Finance Director  
Sandra Ma, Court Administrator  
Shawn Keener, Public Works Maintenance Worker

1. **WATER METERS:** Presentation by Ferguson Waterworks for new water meter system.

This item was discussed in the work session.

2. **REVIEW REMAINING AGENDA ITEMS, IF TIME PERMITS**

No other items were discussed in the work session.

*At this time, Council took a short recess at 6:55 p.m. prior to beginning the Regular Session.*

**REGULAR SESSION – 7:00 P.M.**

Mayor Bianco began the Regular Session at 7:00 p.m.

1. **INVOCATION AND PLEDGES OF ALLEGIANCE**

Mayor Bianco gave the invocation. Pledges were said.

2. **ITEMS OF COMMUNITY INTEREST**

The following items were presented.

- **Concert in the Park – September 21 at 7:30 p.m.**
- **National Night Out – October 1**
- **Trunk or Treat – October 26, 5:30 p.m. to 7 p.m.**
- **Christmas in the Park/Santa Photos – December 8, 2-4 p.m.**
- **Santa Parade – December 23**

3. **CITIZEN COMMENTS**

None.

#### **4. MAYOR AND COUNCIL COMMENTS**

- Laura Bianco: Thanked Phil Szurek for providing pumpkins at entryway. Thanked Jennifer Burkhart who organized National Night Out. Thanked public works staff, Shawn Keener and Jeff Chasteen, for helping setup the event. Thanked Chief Petty and the DPS staff for all the work they're doing with the Ronald McDonald House of Fort Worth and other events that give back to the community. Thanked the Park Board, Vanessa Galindo, Green's Produce, and other volunteers for making our city the most beautiful place to live in the metroplex. The pollinator garden is located on the south side of the park on California Lane. This garden supports the Mayor's Monarch Pledge that we committed to last year. Thanked Howard and Judy Zuckerbrow, and Kimberly Fitzpatrick and Ryan Gruber for donation that helped us purchase a motorcycle. Informed audience about upcoming Salvation Army Red Kettle Mayoral Challenge taking place on December 14. Thanked staff who participated in Clean Up Day: Chief Petty, Officer Maurer, Officer Thomas, Lt. Fike, Shawn Keener, Jeff Chasteen, Gary Harsley, and Lola Hazel. Thanked resident Nick Lewis for mowing area on Roosevelt Drive. Invited city council to the Mayors' Council holiday party on December 2. Thanked Chief Petty and Lola Hazel for efforts in recent leadership role changes. Recognized Shawn Keener for passing his waste water license exam. Announced there is a need for poll workers for Election Day.
- Mark McGuire: None.
- Guy Snodgrass: None.
- Cathy Stein: Informed audience about upcoming Halloween celebration, Trunk or Treat, which is taking place on Saturday. Informed audience they are still in need of trunks for the celebration.
- Ed Motley: Thanked staff, public works, and DPS staff for efforts at the Clean Up Day.

#### **5. DEPARTMENTAL REPORTS**

- a. **DPS Report**
- b. **Park Board Update**
- c. **Financial Reports**
- d. **Quarterly Investment Report**

Departmental Reports were presented.

#### **6. CONSENT AGENDA**

- a. **July 23, 2019 special meeting minutes.**
- b. **July 29, 2019 special meeting minutes.**
- c. **August 8, 2019 special meeting minutes.**
- d. **August 20, 2019 special meeting minutes.**
- e. **August 27, 2019 special meeting minutes.**
- f. **August 29, 2019 special meeting minutes.**
- g. **September 5, 2019 special meeting minutes.**
- h. **Consider approval of Ordinance No. 2019-14 ratifying changes to the City of Dalworthington Gardens Code of Ordinances, Appendix A, Fee Schedule.**
- i. **Consider approval of an Engineering Services Contract between the City of Dalworthington Gardens and J. Richard Perkins for preparation of the City's annual storm water report.**
- j. **Ratification of emergency purchase of bunker gear in the amount of \$9,250.**

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Guy Snodgrass to approve items h. i. and j.; and to bring back items a.-g. at a future meeting.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

## 7. REGULAR AGENDA

- a. **Consider approval of Resolution No. 2019-26 to approve a finance agreement with Government Capital Corporation for the purchase of a new Ferguson water meter system in the amount of \$377,310, the first payment of which would be made October 2020.**

Background information on this item: Staff met with Ferguson Waterworks in July 2019 to discuss the purchase of a new water meter system. The new system will do the following:

- Reduce operational costs by eliminating the manual reading of meters
- Improve capture of water usage, thereby reducing water loss
- Provide ability to view metered water usage by the hour via the web
- Provides alerts that can benefit the utility and the customer (leaks, register malfunctions, etc.)
- Be integrated and automated with Incode
- Have a seamless implementation process
- Have great local support and maintenance

The proposed Mueller meters from Ferguson fit the bill for all of these needs. This purchase will not affect this year's budget as the first capital payment will be made in Oct 2020. It will be a fixed asset addition in FY19/20, with a depreciation component only.

No action was taken.

- b. **Discuss and possible action regarding amendments to the FY 2020 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 item was requested by Council Member Mark McGuire, and staff worked with the city attorney to ensure the agenda language was as transparent as possible. The idea is to 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.

No action taken.

- c. **Discussion and possible action to select a bidder for the 45<sup>th</sup> Year CDBG Project for paving, water, and sewer improvements in Ambassador Row; and to approve the total budgeted cost of \$231,399, \$65,569 of which is the City's responsibility and \$165,830 coming from Tarrant County through the CDBG program.**

Background information on this item: The city contracted with Mr. Dick Perkins to prepare application for the 45th Year CDBG Project for Ambassador Row and to manage said project for the city. Three bidders submitted bids for this project: Reliable Paving, McClendon Construction Co., and Texas Civil Construction. Mr. Perkins recommends we choose Reliable Paving for this project. Below are some other details staff received regarding the difference in cost from Mr. Perkins' estimate and the bids received. Mr. Perkins was also asked whether the city has the option to deny the bids or not. Also, please note how the impact of the street fund and enterprise fund has changed because of the difference between the projected cost and the bids received.

From Mr. Perkins: "The Opinion of Probable Construction Cost (OPCC) was prepared before I began the design for the project since I had to send that to Tarrant County just to get the project approved and design started. That is the reason for the fact that an 8" water line was called for in the OPCC. When I got into the design I realized that we had only a 6" water line on both ends of the project, so I opted to only design a 6" water line in lieu of the 8" water line in the OPCC.

Regarding the higher costs, this is probably due to the fact that we had so few bidders on this project. There is a lot of work being bid, so we can expect higher bid prices when that is the case. Regarding the change from the tapping sleeve and valve, since we are tying into asbestos cement pipe, in the design I thought it better to make the tie-in on both ends of the project to the existing 6" water line with cut-in tees and gate valves rather than tapping sleeves and valves. The cut-in tees are covered in the bid item for "ductile iron fittings".

There would definitely be more cost to the County and to the City if we had to re-bid the project. I have never had to do that with any of my clients on CDBG projects in the past, and I am not sure if the County would re-bid the project. If the Council opted not to build the project, the County would most likely defer your project until the next funding year, which would be 2021. HUD frowns on such action as it conveys to them that the money they are providing is not needed by the City. Unfortunately, this project does not lend itself to any deductive alternates or reduction in the length of the project that would reduce the cost."

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Guy Snodgrass to select Reliable Paving for the 45th Year CDBG Project for paving, water, and sewer improvements in Ambassador Row; and to approve the total budgeted cost of \$231,399, \$65,569 of which is the City's responsibility and \$165,830 coming from Tarrant County through the CDBG program.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**d. Discussion and possible action regarding a Street Conditions Survey for street reconstruction projects.**

Background information on this item: At the September 19, 2019 meeting, council was informed not much crack sealing work was needed, but that Mr. Perkins would be providing a report regarding potential street reconstruction projects. The purpose of this item is to evaluate the list of which Mr. Perkins prepared. Mr. Perkins did not list streets by priority, but rather is looking for Council's feedback before performing anymore work on this project.

A motion was made by Council Member Guy Snodgrass and seconded by Mayor Pro Tem Ed Motley to instruct Dick Perkins to prioritize roads based on what funds are available and recommend what needs can be met with those funds.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**e. Discussion and possible action regarding approval of an off-premise sign at Pleasant Ridge and Bowen Road, and other locations suggested by sign vendor; and possible action regarding the design of the signs. Signs will not be installed until agreement and ordinance are approved by City Council.**

Background information on this item: The purpose of this item is to discuss other potential locations for off-premise signs. After conversations with persons involved with the land located at Arkansas and Bowen, it is believed a sign at that location may deter a development there, or at the very least, interfere with signage from a development. Staff has been in touch with the sign vendor and they are looking at ways to put a sign at the corner of Pleasant Ridge and Bowen Road, and they were asked to see if any other areas in the city seemed

desirable for a sign. The vendor always wants to talk about design of the potential sign to be prepared for that step once the contract and ordinance are in place.

A motion was made by Council Member Mark McGuire and seconded by Mayor Pro Tem Ed Motley to continue this item until Council elects to place it back on an agenda.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**f. Discussion and possible action to set special meeting date for accessory dwelling ordinance.**

Background information on this item: A special meeting date needs to be set to discuss the accessory dwelling ordinance.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to set a special meeting for October 24, 2019 at 6:30 p.m.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**g. Presentation of outstanding ordinances/project to City Council; and discussion and possible action to set a priority list for said projects.**

Background information on this item: Staff wanted to provide a list of outstanding ordinances to the council just for informational purposes. Staff's goal moving forward will be to finish one ordinance before beginning another. Unless council has another priority, staff will be finishing the gas well ordinance, the sign ordinance once ready, and then the animal control ordinance. Staff will be making simple revisions to the chapter 13 sanitation ordinance to bring back instead of redoing the entire ordinance. The Comprehensive Plan should be completed at the beginning of 2020 for council review.

- Sign ordinance
- Animal control ordinance
- Comp Plan
- Chapter 13 ordinance
- Water, sewer ordinance
- Accessory building
- Operational gas well ordinance
- Small cell node ordinance (unless council says no to this one in November)
- Personnel policy (start in 2020 after comp plan)

No action taken.

**h. Discussion and possible action to change the regular meeting date for December.**

Background information on this item: The meeting date in December falls on December 19. The mayor will be out of town this week. The city secretary will be out the week prior to this. If council desires to leave the date on the 19th, the council packet will have to be completed a week earlier than usual (December 6th).

No action was taken.

**i. Discussion and possible action to approve the purchase of police mobile data terminals (MDT) in an amount not to exceed \$46,000.**

Background information on this item: DPS purchased our current mobile computers five years ago which were refurbished at the time. They have exceeded their life expectations and will no longer be supported by Microsoft after January 1, 2020.

This purchase will allow us to outfit all DPS vehicles, one fire truck, and one motorcycle allowing DPS staff to have access to all necessary information in the field. DPS is requesting to spend up to \$46,000 for the purchases of new computers and any necessary items or instillation fees that may occur.

A motion was made by Council Member Cathy Stein and seconded by Mayor Pro Tem Ed Motley to approve the purchase of police mobile data terminals (MDT) in an amount not to exceed \$47,500.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**j. Discussion and possible action to consider approval of purchasing a soccer goal in an amount not to exceed \$1,500.**

Background information on this item: When Council approved equipment for the park, council specifically excluded a soccer goal included in the original quote. It was discovered there was an error when the order was originally placed, but Heartland was aware and would be returning the soccer goal to their warehouse. Last week, staff was informed the soccer goal is indeed in the park and was included in the invoice sent for payment. Staff contacted Heartland, informed them of the error, and Heartland confirmed the goal was to be returned. The Heartland representative stated they would come back and pick up the goal as originally planned, but he also offered an alternative. The goal would need to be taken apart in order to return it, and Heartland is willing to sell the goal to the City for \$1,500 versus the original \$1,999 on the quote. It would save them the headache of having to take it apart. If the City does decide to return it, it will be at a cost of \$250.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Mark McGuire to approve the purchase of a soccer goal in an amount not to exceed \$1,500.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None

**8. FUTURE AGENDA ITEMS**

None

**9. EXECUTIVE SESSION**

- a. Recess into Executive Session pursuant to Government Code, Section 551.071, Consultation with Attorney, and Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Administrator**

Council recessed into Executive Session at 8:02 p.m.

- b. Reconvene into Regular Session for discussion and possible action regarding the city administrator.**

Council reconvened at 8:36 p.m. No action taken.

**10. ADJOURN**

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to adjourn at 8:36 p.m.

Motion carried by the following vote:

Ayes: Members McGuire, Snodgrass, Stein, and Motley

Nays: None