

**MINUTES OF THE REGULAR MEETING OF THE CITY OF DALWORTHINGTON GARDENS, TEXAS, CITY COUNCIL HELD ON NOVEMBER 20, 2025 AT 6:00 P.M. IN THE COUNCIL CHAMBERS, 2600 ROOSEVELT DRIVE, DALWORTHINGTON GARDENS, TEXAS.**

*While the order of some agenda items may have been changed, the following represents all items discussed and acted upon by the City Council.*

**WORK SESSION AND/OR EXECUTIVE SESSION**

**1. CALL TO ORDER**

Mayor Pro Tem Ed Motley called the meeting to order at 6:00 p.m. with the following present:

**Members Present**

John King, Alderman, Place 1  
Steve Lafferty, Alderman, Place 2  
Cathy Stein, Alderman, Place 3  
Ed Motley, Mayor Pro Tem; Alderman, Place 4  
Paul Sweitzer, Alderman, Place 5

**Members Absent**

Laura Bianco, Mayor

**Staff Present:**

Greg Petty, DPS Director/City Administrator  
Sandra Ma, City Secretary/Court Administrator  
Pam Dwyer, Finance Supervisor

**2. WORK SESSION**

**a. Receive a presentation from HUB International for employee medical, dental, vision and life insurance benefit plans.**

Presentation received

**Work session on listed agenda items, if time permits.**

The following agenda items were discussed.

- 8g. Ratification of invoice over \$5000.00, Fringe Sport for gym equipment for FY 2024-2025 in the amount of \$6,496.00.
- 8i. Approval of Ordinance No. 2025-14, approving budget amendments for FY 2025-2026.
- 8j. Approval of Ordinance No. 2025-15, approving budget carryovers from the FY 2024-2025 budget to the FY 2025-2026 Budget.
- 9b. Discussion and possible action for the City to participate with HopeZone-Mindfit Community.
- 9c. Discussion and possible action on Article 14.02 Zoning Ordinances to incorporate 2025 legislative updates and general clean-up.
- 9d. Discussion and possible action to allow paper checks and electronic funds transfer (EFT) for paying vendors and contractors.

**3. EXECUTIVE SESSION**

*Any action may be deferred until the 7:00 p.m. Regular Session*

**a. Recess into Executive Session**

- i. Pursuant to Texas Government Code, Section 551.071, Attorney Consultation and 551.074, Personnel Matters, regarding the Finance Director.**

- b. Reconvene into Regular Session for discussion and possible action on:**
  - i. Personnel Matters regarding the Finance Director.**

Executive Session was removed from the agenda as it was not needed.

## **REGULAR SESSION**

### **1. CALL TO ORDER**

Mayor Pro Tem Ed Motley called the meeting to order at 7:03 p.m. with the following present:

#### **Members Present**

John King, Alderman, Place 1  
Steve Lafferty, Alderman, Place 2  
Cathy Stein, Alderman, Place 3  
Ed Motley, Mayor Pro Tem; Alderman, Place 4  
Paul Sweitzer, Alderman, Place 5

#### **Members Absent**

Laura Bianco, Mayor

#### **Staff Present:**

Greg Petty, DPS Director/City Administrator  
Sandra Ma, City Secretary/Court Administrator  
Pam Dwyer, Finance Supervisor

### **2. INVOCATION, AND PLEDGES OF ALLEGIANCE**

Mayor Pro Tem Ed Motley gave invocation. Pledges were said.

### **3. PRESENTATION AND PROCLAMATIONS**

#### **a. Proclamation Jane Austen Day**

Mayor Pro Tem Ed Motley read aloud proclamation.

### **4. ITEMS OF COMMUNITY INTEREST**

The following items were presented.

- a. Pictures with Santa – Sunday, December 7, 2025 from 3:00 – 5:00 p.m.
- b. Salvation Army – Ring the Bell, December 13, 2025 from 10:00 – 6:00 p.m.
- c. Santa Parade, Tuesday, December 23, 2025

### **5. CITIZEN COMMENTS**

**Citizens who wish to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the City staff and City Council members are prevented from discussing the subject and may respond only with statements of factual information or existing policy.**

None.

## **6. MAYOR AND COUNCIL COMMENTS**

John King: None

Steve Lafferty: None

Paul Sweitzer: None.

Cathy Stein: She thanked the volunteers who came out for the November workday. Instead of working in the park, they came over to the flower beds at City Hall and cleaned them up and mulched them. There were 15 hours of volunteer worked.

Ed Motley: None

## **7. DEPARTMENTAL REPORTS**

*Informational reports only; no action to be taken.*

- a. Director of Public Safety/City Administrator Report
- b. Financial Reports

Departmental Reports were presented.

## **8. CONSENT AGENDA**

*All consent items are considered to be routine and will be enacted by one motion and vote.*

- a. Approval of Minutes August 27, 2025
- b. Approval of Minutes September 3, 2025
- c. Approval of Minutes September 10, 2025
- d. Approval of Minutes September 18, 2025
- e. Approval of Minutes September 25, 2025
- f. Ratification of invoice over \$5,000.00, NetGenius for Microsoft 365 FY 2024-2025 in the amount of \$13,008.00.
- g. Ratification of invoice over \$5000.00, Fringe Sport for gym equipment for FY 2024-2025 in the amount of \$6,496.00
- h. Approval of Resolution No. 2025-19, approving the 2026 City Holiday Schedule
- i. Approval of Ordinance No. 2025-14, approving budget amendments for FY 2025-2026.
- j. Approval of Ordinance No. 2025-15, approving budget carryovers from the FY 2024-2025 budget to the FY 2025-2026 Budget.

A motion was made by Council Member Cathy Stein and seconded by Council Member Steve Lafferty to approve the consent agenda with the removal of 8i. No action is needed for item 8i and does not need to be revisited in regular session.

Motion carried by the following vote:

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

Nays: None

## **9. REGULAR AGENDA**

- a. Discussion and possible action on selection of employee medical, dental, vision, and life insurance benefit plans.

No action taken.

**b. Discussion and possible action for the City to participate with HopeZone-Mindfit Community.**

Background Information:

Ester Scott, License Professional Counselor came and spoke to council during a work session on August 21, 2025. Ms. Scott came back before council on October 16, 2025 to answer any questions. An email was sent out to the council regarding access to a weblink for a 14 day trial to HopeZone MindFit ABM90.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to decline participate as a city sponsor.

Motion carried by the following vote:

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

Nays: None

**c. Discussion and possible action on Article 14.02 Zoning Ordinances to incorporate 2025 legislative updates and general clean-up**

- i. Conduct a public hearing
- ii. Discussion and possible action

Background Information:

Attorney's office forwarded a draft of changes to the relevant portions of City's zoning ordinances that incorporates the 2025 legislative updates and some general clean up.

Notification of tonight's public hearing was posted in the Commercial Recorder.

Mayor Pro Tem Ed Motley opened a public hearing at 7:18 p.m.

With no one desiring to speak, Mayor Pro Tem closed the public hearing at 7:18 p.m.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to adopt the changes in the packet, subject to the change the City Attorney suggested during the work session to align it with the legislative session.

Motion carried by the following vote:

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

Nays: None

**d. Discussion and possible action to allow paper checks and electronic funds transfer (EFT) for paying vendors and contractors.**

Background Information: Switching from Paper Checks to EFT's: Pro's and Con's

Pros

1. Faster Payments  
Vendors receive funds 1-2 business days instead of waiting for checks to be printed, signed, mailed and deposited.  
Helps avoid late payments and strengthens vendor relationships.
2. Lower Administrative Costs  
Reduces spending on check stock, envelopes, postage and manual labor for printing and mailing.  
Staff time is freed up for higher-value work instead of check preparation.

3. Better Financial Control and Transparency

EFT's create a clear digital audit trail showing when and where the funds were transferred.  
Easier to track and reconcile payments in financial systems.

4. Improved Security

Eliminates risks of lost, stolen, or altered checks.  
Bank account information is transmitted securely through encrypted systems.

5. Supports Sustainability Goals

Decreases paper use, printing, and mail transport- aligning with green initiatives many cities promote.

6. Convenience During Emergencies

Electronic payments can be processed remotely which is valuable during weather events or office closures.

7. Vendor and Contractor Satisfaction

Quicker, more predictable payments increase trust with contractors and vendors.

Cons

1. Initial Setup and Transition Work

Requires collecting vendor banking details and updating the financial systems.  
May need policy updates, staff training, and coordination with IT and Finance Departments.

2. Banking & Software Fees

Some banks charge per ACH/EFT transaction services. (susser charges \$0.15 a transaction vs. \$0.74 a stamp).

3. Cybersecurity Risks

Exposure to phishing or fraudulent bank change requests if internal controls are weak.  
Requires strong approval processes and employee awareness training.

4. Vendor Participation

Not all vendors – especially small or local ones are comfortable sharing banking information.  
Some may still request paper checks, creating a mixed system during transition.

5. Policy & Compliance Adjustments

Cities must comply with state/local finance laws and internal audit standards when changing payment methods.  
Documentation and authorization workflows may need updating.

6. System Dependence

EFT's rely on stable internet and system access – any outage can delay payments.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to take no actions tonight, but to have staff research and bring this item back with information discussed in the work session.

Motion carried by the following vote:

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

Nays: None

**e. Discussion and possible action regarding the ballot for appointment for the Tarrant County District Board of Directors beginning on January 1, 2026 by Resolution No. 2025-20, authorizing the casting of one vote.**

**Background Information:**

Ballot for Appointment for the Board of Directors – Tarrant County Appraisal District for a term beginning January 1, 2026.  
DWG is allowed one vote.

A motion was made by Council Member Cathy Stein and seconded by Council Member John King to cast the one vote for Wendy Burgess.

Motion carried by the following vote:

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

Nays: None

**f. Discussion and possible action on setting a public/town hall date for Broadacres Lane Improvements**

Background Information:

Kimley-Horn Broadacres Lane. As part of the agreement, Kimley-Horn will attend one additional public meeting/town hall to provide residents an opportunity to share the issues they are experiencing. This will ensure that all community concerns are heard and addressed.

The firm has completed the updated topographic survey and is prepared to move forward with the next phase of work.

If scheduling allows, they request that the meeting not be held between December 22 and January 12.

Meeting date is scheduled for January 22, 2026 at 6:00 p.m. at City Hall.

**g. Discussion and possible action regarding amendments to the FY 2025-2026 budget in amounts not to exceed \$10,000.00**

No action taken.

**9. TABLED ITEMS**

None

**10. FUTURE AGENDA ITEMS**

None

**11. ADJOURN**

The meeting was adjourned at 7:26 p.m.