

MINUTES OF THE REGULAR MEETING OF THE CITY OF DALWORTHINGTON GARDENS, TEXAS, CITY COUNCIL HELD ON JULY 21, 2022 AT 6:00 P.M. IN THE COUNCIL CHAMBERS, 2600 ROOSEVELT DRIVE, DALWORTHINGTON GARDENS, TEXAS.

WORK SESSION – 6:00 P.M.

1. CALL TO ORDER

Mayor Bianco called the meeting to order at 6:00 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

Members Absent:

Vacant, Alderman, Place 5

Staff Present:

Lola Hazel, City Administrator
Greg Petty, DPS Director
Kay Day, Finance Director
Sandra Ma, Court Administrator
Gary Parker, Public Works Director
Gary Harsley, Community Development Director

2. SWEAR IN NEW COUNCIL MEMBER

- a. Administer Oath of Office and issue Certificates of Election to newly elected official, Mark McGuire.**

Not addressed as member was absent.

3. WORK SESSION

- a. Presentation from Trent Petty with Petty & Associates, Inc. for economic development services.**

Presentation received.

- b. Remaining agenda items, if time permits.**

REGULAR SESSION – 7:00 P.M.

1. CALL TO ORDER

Mayor Bianco called the meeting to order at 7:07 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

Members Absent:

Vacant, Alderman, Place 5

Staff Present:

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

2. INVOCATION, AND PLEDGES OF ALLEGIANCE

Mayor Bianco gave the invocation. Pledges were said.

3. ITEMS OF COMMUNITY INTEREST

The following items were presented.

- a. **Concert in the Park, September 24, 2022**
- b. **National Night Out, October 4, 2022**
- c. **Movie in the Park, October 8, 2022**
- d. **Trunk or Treat, October 22, 2022**

4. CITIZEN COMMENTS

None.

5. MAYOR AND COUNCIL COMMENTS

Mayor Bianco: Thanked everyone for their patience as we work through the Roosevelt Drive reconstruction project. Thanked Iashia Bergamini, Cathy Stein, Pam Miller, Pam Bookout, Regina McBride, Tara Cao, Maureen Fleming, and Don and Sylvia Barrett for cleaning up the park on June 25, 2022. Welcomed Gary Parker, new public works director. Offered condolences to Mike and Marlene Henderson who recently lost their grandson. Thanked the Historical Committee for their work on the Ice Cream Social event. Commended City Administrator Lola Hazel, DPS Director Greg Petty, Finance Director Kay Day, and the City Council for their work on the budget.

John King: Spoke of the rising Covid-19 cases.

Steve Lafferty: Reminded everyone to be careful outside with the current high heat.

Cathy Stein: Mentioned she will be attending a Texas Municipal League session in August regarding future legislative session discussion.

Ed Motley: Commended Gary Harsley, interim public works supervisor and current building official, and his team for their work on an overnight water leak. Commended City Administrator Lola Hazel, Building Official Gary Harsley, and Public Works Consultant Kyle Sugg for their work on adjusting the water to meet water demands. Encouraged citizens to comply with our twice a week watering requirements. Commended Building Official Gary Harsley for working with a few neighbors on a resolution for a fence.

6. DEPARTMENTAL REPORTS

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

Departmental Reports were given.

7. CONSENT AGENDA

- a. **March 29, 2022 special meeting minutes.**
- b. **March 30, 2022 special meeting minutes.**
- c. **April 26, 2022 special meeting minutes.**
- d. **May 11, 2022 special meeting minutes.**
- e. **May 18, 2022 special meeting minutes.**
- f. **May 19, 2022 regular meeting minutes.**
- g. **Presentation and acknowledgment of budget adjustments.**
- h. **Approval of Ordinance No. 2022-15 approving budget amendments for FY 2021-2022.**
- i. **Ratification of Ordinance No. 2022-16 amending the City of Dalworthington Gardens Code of Ordinances, Chapter 6, "Health and Sanitation", and amending Article 6.05, "Illegal Smoking Products," to conform with Texas and federal law.**
- j. **Approval of Ordinance No. 2022-17 amending the City of Dalworthington Gardens Zoning Ordinance by amending Section 14.02.092 "Defined Terms" of Division 3 "Definitions" of Article 14.02 "Zoning Ordinance" to provide a definition for "Tattoo Shop;" amending Section 14.02.321 "Special Exceptions" of Division 8 "Special Exceptions" of Article 14.02, "Zoning Ordinance" to permit tattoo shops by special exception.**
- k. **Ratification of emergency water main break repair on Clover Lane in the amount of \$26,523.00.**

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

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

8. REGULAR AGENDA

- a. **Discussion and possible action to approve a scope of service from Petty & Associates, Inc. for economic development services.**

Background information on this item: City Council received a scope of services and presentation from Petty & Associates, Inc. on how the company could assist with economic development services and strategies.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve an amount not to exceed \$2,000 for future economic development services from Petty & Associates, Inc.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

- b. Discussion and possible action to consider a quote from Rangeline in the amount of \$11,100 to provide excavation and cleaning of bar ditch as a short-term drainage solution for Clover Lane, and consideration to begin the process of obtaining drainage easements for certain properties on Clover Lane.**

Background information on this item: Staff has been meeting with and communicating with citizens on Clover Lane over the past few years about drainage concerns. Information has been provided to the city engineer to include long-term drainage improvements, but without knowing how soon this solution could be enacted, staff began looking at a cost-effective short-term solution to alleviate some of the water.

A memo from the city engineer was provided to support this short-term solution along with a quote from Rangeline. The solution involves cleanout of ditch lines and potentially obtaining drainage easements along properties to do the work. Staff has received confirmation from owners involved in this solution and they are agreeable to allow for drainage easements to ease drainage concerns.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve a quote from Rangeline in the amount of \$11,100, paid out of fund balance, to provide excavation and cleaning of bar ditch as a short-term drainage solution for Clover Lane, and consideration to begin the process of obtaining drainage easements for certain properties on Clover Lane, subject to only doing the work shown on the north side of Clover Lane.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

- c. Discussion and possible action to consider a quote from Rangeline in the amount of \$8,861.00 to change out 19 meters.**

Background information on this item: Funds were budgeted to assist with change outs of smart meters that could not be done by city staff. Public works has done an excellent job of changing out ones they can, and has inventoried ones where assistance is needed. The reason Rangeline was quoted for this job and the Clover Lane work is there would be a cost for mobilization if they do both projects simultaneously. The goal is for both projects to begin in August.

The only caveat with beginning change out of the more difficult meters is more costs could arise from a few of the meters. Staff will be highly involved with the change out to ensure meters are evaluated before spending more funds.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve a quote from Rangeline in the amount of \$8,861.00 to change out 19 meters.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

- d. Discussion and possible action to approve costs in the amount of \$21,867.00 for weatherization of the public works barn area for SCADA water system.**

Background information on this item: Staff is requesting to move to the final phase of completing weatherization of the public works barn area to move SCADA over. City Council requested a layout showing the space and what was being requested, so staff is presenting that. Staff attempted to gain multiple quotes for all of the construction, but that proved to be difficult. Staff had been working with Dan Dennis with Dennis Brother Construction because he had been much less expensive for other jobs for the city and is a trusted source for construction jobs of all sizes. However, he has since moved out of state and won't be available for this job. The job is small and staff can do some of the work in-house to save costs such as insulation and the exterior concrete pad. The light replacement will be covered by the SECO lighting grant for which the city is only responsible for 20% of the

costs. Because the lights are expected to be installed by the end of August 2022, staff needed to enclose the front of the space, and was able to do that with very minimal cost using funds already budgeted this year to include enclosing the space with plywood, installing a door, and a window.

The remaining items needed are electrical for the room to include A/C and heat, an exterior door on the north side of the building, insulation for the interior of the room, lockers for staff, a small functional work bench, and a counter/desktop for the SCADA system computer. Staff would like to complete the bathroom but will wait if there are not enough funds for that. The bathroom work most likely cannot be done by staff. There are small items budgeted in this year's funds, outside of this SCADA budget, to include a sink for the barn that staff can still purchase. Whatever work staff is able to do in-house to save costs will be done to save as much funding as possible.

The total allotted for this project is \$31,357. Council approved up to \$12,000 for moving the SCADA system itself which leaves \$21,867 remaining for the project.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member John King to approve costs in the amount of \$19,357.00 for weatherization of the public works barn area for SCADA water system.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

e. Discussion and possible action to approve a quote from Bowman Landscape Construction for seed for the Roosevelt Drive construction project in the amount of \$2,330.00.

Background information on this item: Bowman Landscaping has provided a quote for seeding the immediate shoulders on Roosevelt Drive once construction is complete. This quote was for the entire street, but not all of Roosevelt Drive is being reconstructed at this time, the quote should come in slightly less.

A motion was made by Council Member John King and seconded by Mayor Pro Tem Ed Motley to approve a quote from Bowman Landscape Construction for seed for the Roosevelt Drive construction project in the amount of \$2,330.00.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

f. Discussion and possible action to approve a quote from Prime Landscape for wattles for the Elkins Drive construction project in the amount of \$4,900.00.

Background information on this item: Prime Landscaping has provided a quote for wattles for the Elkins Drive construction project. A Stormwater Pollution Prevention Plan (SWPPP) is not required for this project, however wattles are recommended to protect the lake/water on both sides.

A motion was made by Council Member Cathy Stein and seconded by Mayor Pro Tem Ed Motley to approve a quote from Prime Landscape for wattles for the Elkins Drive construction project in the amount of \$4,900.00.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

g. Discussion and possible action to direct staff to move forward with obtaining cost estimates to repair foot bridges on Roosevelt Drive.

Background information on this item: The foot bridge on Roosevelt Drive near Castelon Court is in need of a long-term repair solution. This was brought to the forefront of discussion during the recent sanitary sewer leak

that occurred under the foot bridge. Staff met with the city engineer to discuss a fix and the engineer recommended a better lasting solution than simply replacing boards. The current foot bridge is shown below and is made of wood with a guard rail abutting Roosevelt Drive for pedestrian safety. The engineer's recommendation is to remove the existing bridge, add on to the existing culvert to lengthen it, build headwalls and bring up to the elevation of the road, extend the existing concrete sidewalk, and put a guardrails on the headwall and also on the street side. If council approves for staff to begin the process to obtain costs for this bridge, the second bridge on Roosevelt should be reviewed at the same time.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to direct staff to have the city engineer obtain quotes following his recommended plan for replacement and to also have him obtain quotes for replacing as is.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

h. Discussion and possible action to approve a commercial hand customer recycling cart fee of \$5.71/month.

Background information on this item: Republic Services does not currently offer commercial hand collect recycling in Dalworthington Gardens. However, it was recently discovered a few businesses were using this service and not being charged. These businesses were contacted and agreed to keep these services and pay the associated fees to the city beginning in July. This fee needs to be officially adopted and added into the city's fee schedule. After council's approval, staff will bring back a resolution to ratify the action.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to approve a commercial hand customer recycling cart fee of \$5.71/month.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

i. Discussion and possible action regarding the sale of items by citizens and boards for a profit to and on behalf of the city.

Background information on this item: Two different groups want to create and/or sell items on behalf of the city. The purpose of this item is to gain council's approval of said sales and take any necessary associated action.

One of the items is a book being created by a resident who wants to sell the book but have all proceeds go to the city. The vagueness of this description is because it's unknown how public the writer has been about the book or subject matter.

The second item is a calendar the Park Board wants to create and sell to the public to help promote the City of Dalworthington Gardens' annual participation in the National Wildlife Association's Mayors Monarch Pledge. Specifically, the calendars will satisfy the action to create a community art project to enhance and promote monarch and pollinator conservation as well as cultural awareness and recognition. The funds received from the sale will be used to further enhance the environment (i.e. gardens, etc.) within Gardens Park.

For both items the council may need to distinguish between a city sponsored even and a private solicitation. There also may be release forms involved for items sold by or used by the city.

A motion was made by Council Member Cathy Stein and seconded by Mayor Pro Tem Ed Motley to proceed with these two projects and the book to be a continued discussion with the author, staff, and city attorney.

Motion carried by the following vote:

Ayes: Members King, Lafferty, Stein, and Motley

Nays: None

j. Discussion and possible action regarding amendments to the FY 2021-2022 budget in amounts not to exceed \$10,000.00.

A motion was made by Mayor Pro Tem Ed Motley and seconded by Council Member Cathy Stein to approve a cost from Hughes Mechanical in the amount of \$9,000 for lighting for the SECO lighting grant.

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 addressed.

10. FUTURE AGENDA ITEMS

- Republic Services contract discussion.

11. ADJOURN

The meeting was adjourned at 8:28 p.m.