

CITY OF LAKE WORTH
Minutes for
City Council Regular Meeting
Tuesday, March 8, 2011
3801 Adam Grubb • Lake Worth, Texas
6:30 P.M. – Council Chambers

1. Call to Order.

Mayor Walter Bowen called the Council meeting to order at 6:30 p.m.

2. Invocation and Pledge of Allegiance.

Dr. Jerry Locke gave invocation. Attendees recited the pledge of allegiance.

3. Roll Call.

Council members present were Mayor Walter Bowen, Curtis McKay, Myrt Fowlkes, Perry Lunsford, Dona Stuard, Pat O. Hill, Geoffrey White, and Clint Narmore.

Staff present were Brett McGuire, City Manager; Ken West, Assistant City Manager; Linda Rhodes, City Secretary; Dave Tatsak, Chief of Police; Mark Cone, Fire Chief; Debbie Whitley, Director of Finance; Suzanne Meason, Planning and Zoning Coordinator; Sean Densmore, Public Works Superintendent; Joe Dickens, Building Inspector; Natacha Valdez, Municipal Court Coordinator; Mimi Soulivong, Staff Accountant; Danielle Hackbusch, HR/Risk Management; and Cheryl Vess, Community Activities Coordinator. City Attorney Jenny Gravley and City Engineer Aaron Rader were present.

4. Consent Agenda:

- a. **Approval of minutes for the City Council Public Hearing/Regular meeting on February 8, 2011.**
- b. **Approval of Finance Reports for the months of January and February 2011.**
- c. **Approval of Annual Audit Engagement letter for the year ending September 30, 2011 from Snow, Garrett and Company.**

Geoffrey White made a motion, seconded by Clint Narmore, to approve the Consent Agenda. Motion passed with all in favor and none opposed.

5. Presentations:

a. Proclamations/Awards/Presentations.

1. "March for Meals" Proclamation.

Ms. Carlea Vogel was present to accept the proclamation on behalf of Meals on Wheels of Tarrant County. Mayor Bowen presented and read aloud the proclamation.

2. "Poison Prevention Week" Proclamation.

No one was able to be present to accept the proclamation; it will be mailed to the North Texas Poison Center.

b. Citizen/Visitor Comments.

There were no Citizen/Visitor Comments.

6. Public Hearing/Action Items.

There were no Public Hearing/Action Items.

7. Ordinances and Resolutions.

a. Resolution #935- Approval of Job Descriptions for Administrative Positions of Office Manager and Public Works Manager.

Brett McGuire explained that staff would like to pull the Office Manager job description for further review and ask Council to only consider the job description for Public Works Manager. A revised resolution #935 was presented with the revised wording.

Myrt Fowlkes made a motion, seconded by Perry Lunsford, to approve revised Resolution #935 approving the job description for a Public Works Manager. Voting in favor of the motion were Myrt Fowlkes, Perry Lunsford, Dona Stuard, Pat Hill, Geoffrey White, and Clint Narmore. Voting against the motion was Curtis McKay. Motion passed with a 6-1 vote.

b. Resolution #936- Approval of Job Description amendment for a Full-Time Fire Chief position and associated pay grade.

Brett McGuire explained that, due to Mark Cone's resignation at the end of March, this position will soon be open. Since Mark's position was a part-time one and it is highly unexpected for an employee of another fire department to work this schedule for us as Mark has been able to do, staff felt it necessary at this time to make the amendment to change it to a full-time position.

Clint Narmore made a motion, seconded by Dona Stuard, to approve Resolution #936 approving the job description amendment for a full-time Fire Chief and associated pay grade. Motion passed with all in favor and none opposed.

8. Contracts/Agreements.

There are no Contracts/Agreements.

9. Bids, Proposals, and Specifications.

There were no Bids, Proposals, and Specifications.

10. Discussion/Action Items.**a. Approval of Annual Audit for year ended September 30, 2010 as submitted by Snow, Garrett, and Company.**

Kathy Williams, representative of Snow, Garrett, and Company, briefly went over the annual audit for fiscal year end September 30, 2010. The audit was very good and the auditors reported a clean opinion to Council.

Myrt Fowlkes made a motion, seconded by Pat Hill, to approve the annual audit for fiscal year ended September 30, 2010. Motion passed with all in favor and none opposed.

b. Acceptance of IESI letter allowing the Solid Waste Contract to automatically renew for another five years, as per contract provision.

Brett McGuire made note that the current solid waste service contract with IESI expires on March 31, 2011, but has a one time auto-renew for an additional 5 years should both parties wish to do so. IESI has been doing a good job and staff has no reason to object to the auto-renewal of the contract. Norm Bulaich with IESI was present and indicated to Council that they would like to continue being the solid waste service provider for the City. No Council action was necessary for this auto-renew contract.

c. Consideration of approval to hold City-wide Auction on Saturday, May 21, 2011.

Ken West explained that there are several items that are no longer of any functional use to the City and staff would like to take these items and sell them to clear the inventory of unusable items. Staff is asking Council to approve the request to hold a city-wide auction on Saturday, May 21, 2011. If approved, staff will submit a list of the items desired to be auctioned off at the April meeting for Council approval.

Dona Stuard made a motion, seconded by Curtis McKay, to approve a city-wide auction to be held on Saturday, May 21, 2011. Motion passed with all in favor and none opposed.

d. Approval of Expenditures for Sport Lighting for football field at Lake Worth Park.

Ken West presented to Council his request to approve a turn-key operation to install sport lighting at the football field at the Lake Worth Park. He showed a power point presentation with the different options from companies contacted. The company recommended is Musco, which is listed on Buy Board. Jenny Gravley mentioned that, since Musco is listed on Buy Board (which complies with state bidding requirements), the City will not have to go through the competitive bidding process, provided that all items are included in the project. Ken said Musco knows the City wants a turn-key project to include everything. Brett McGuire noted that, if Council approves, they are actually approving action taken by the EDC at their February 24, 2011 meeting.

Perry Lunsford made a motion, seconded by Geoffrey White, to approve the EDC board's action taken at their February 24, 2011 meeting regarding this item. Motion passed with all in favor and none opposed.

11. Mayor and Council Items.

a. Update on Tarrant County Mayor's Council by Mayor Bowen.

Mayor Bowen had nothing to report.

12. City Manager and Staff Reports.

a. City Manager Reports:

1. Announce Retirement Party date for City Employee.

Brett McGuire announced that Fire Chief Mark Cone's retirement party is scheduled for Wednesday, March 30, 2011 from 2:00 to 5:00 pm at the Multi-Purpose Facility.

2. Announce joint meeting for Council and P&Z on Tuesday, March 15, 2011.

Brett McGuire mentioned there will be a joint meeting of the Council and P&Z Commission next Tuesday.

b. Community Activities Coordinator Reports:

1. Announce Community Easter Egg Hunt date.

Cheryl Vess announced that on April 16, 2011 there will be a Community Easter Egg Hunt. There will be different activities going on and she encouraged all to attend.

c. Municipal Court Coordinator Reports:

1. Announce Warrant Round Up date.

Natacha Valdez announced that the City of Lake Worth Municipal Court and Police Department are participating in the state-wide Warrant Round Up, which is scheduled for Saturday, March 12, 2011.

13. Executive Session:

Pursuant to the Texas Open Meeting Act, Chapter 551, Texas Government Code, the City Council reserves the right to convene into executive session as necessary during this meeting to discuss the following:

a. Pursuant to Section 551.071- Consultation with attorney with regard to any item posted on the agenda or pending or contemplated litigation.

There was no need for Executive Session.

14. Reconvene into Regular Session:

a. Take any action necessary pursuant to Executive Session Items as listed above.

There was no need for Executive Session.

15. Adjournment.

There being no further business, Mayor Walter Bowen closed the Council meeting at 7:32 p.m.



APPROVED:

Walter Bowen
Walter Bowen, Mayor

ATTEST:

Linda Rhodes
Linda Rhodes, TRMC/CMC
City Secretary